



**Argyll and Bute Council**  
**Comhairle Earra-Ghàidheal Agus Bhòid**

*Executive Director: Douglas Hendry*

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*23 February 2021*

**NOTICE OF MEETING**

A meeting of the **BUTE AND COWAL AREA COMMITTEE** will be held via **SKYPE** on **TUESDAY, 2 MARCH 2021** 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 - 1 December 2020 (Pages 5 - 12)
  - (b) Bute and Cowal Area Community Planning Group - 2 February 2021 (Pages 13 - 20)
  - (c) Rothesay Common Good Fund - 22 January 2021 (Pages 21 - 22)
  - (d) Cowal Transport Forum - 1 February 2021 (Pages 23 - 28)
- 4. PUBLIC QUESTION TIME**
- 5. TRANSPORT UPDATES**
  - (a) Gourock/Kilcreggan/Dunoon Shoreside Infrastructure Award for Outline Business Case to Mott MacDonald  
  
Verbal Update by Chair
  - (b) Traffic Regulation Order Position  
  
Verbal Update by Chair
- 6. PERFORMANCE REVIEW - AREA SCORECARD** (Pages 29 - 52)  
Report by Executive Director with responsibility for Customer Support Services

**7. ROADS AND INFRASTRUCTURE SERVICES UPDATE** (Pages 53 - 58)  
Report by Executive Director with responsibility for Roads and Infrastructure Services

**8. HOUSING SERVICES ACTIVITY UPDATE 2019/20 - STRATEGIC HOUSING INVESTMENT PLAN (SHIP) - ANNUAL UPDATE** (Pages 59 - 72)

Report by Executive Director with responsibility for Development and Economic Growth

**REPORT FOR NOTING**

**9. DRAFT BUTE AND COWAL AREA COMMITTEE WORKPLAN** (Pages 73 - 78)

**REPORT WITH EXEMPT APPENDIX FOR DECISION**

**10. LAMONT BEQUEST AWARD RECOMMENDATIONS**

(a) Report by Executive Director with responsibility for Legal and Regulatory Support (Pages 79 - 82)

**E2** (b) Exempt Appendix 1-9 (Pages 83 - 98)

**EXEMPT REPORT**

**E1 11. ROTHESAY TOWNSCAPE HERITAGE - RECOMMENDATION OF AWARD** (Pages 99 - 110)

Report by Executive Director with responsibility for Development and Economic Growth

The Council will be asked to pass a resolution in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 to exclude the public for items of business with an “E” on the grounds that it is likely to involve the disclosure of exempt information as defined in the appropriate paragraph of Part I of Schedule 7a to the Local Government (Scotland) Act 1973.

The appropriate paragraphs are:-

**E1 Paragraph 8** The amount of any expenditure proposed to be incurred by the authority under any particular contract for the acquisition of property or the supply of goods or services.

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

**E2 Paragraph 6** Information relating to the financial or business affairs of any particular person (other than the authority).

**Bute and Cowal Area Committee**

Councillor Jim Anderson

Councillor Jim Findlay

Councillor Bobby Good (Chair)

Councillor Jean Moffat

Councillor Gordon Blair

Councillor Audrey Forrest

Councillor Yvonne McNeilly (Vice-Chair)

Councillor Alan Reid

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 by SKYPE  
on TUESDAY, 1 DECEMBER 2020**

**Present:** Councillor Bobby Good (Chair)

Councillor Jim Anderson	Councillor Audrey Forrest
Councillor Gordon Blair	Councillor Yvonne McNeilly
Councillor Jim Findlay	Councillor Alan Reid

**Attending:** Stewart Clark – Marine Operations Manager  
 Stuart McLean – Committee Manager  
 Sharon MacDonald – Community Development Officer  
 Stewart Clark – Marine Operations Manager  
 David Mitchell – Head Teacher of Dunoon Grammar School  
 Louise Nicol – Head Teacher of Rothesay Academy  
 Colin Fulcher – Rothesay Townscape Heritage Project Officer  
 Claire Hallybone – Dunoon Conservation Area Regeneration Scheme Project Officer  
 Kristin Gillies – Senior Service Planning Manager, HSCP  
 Iain Cameron – Scottish Fire & Rescue Service  
 Rodden Shaw – Scottish Fire & Rescue Service  
 Kenny Matheson – Convener, Dunoon Community Council  
 Megan Bonar – Dunoon Observer

**1. APOLOGIES FOR ABSENCE**

There was an apology for absence intimated on behalf of Councillor Jean Moffat.

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest intimated.

**3. MINUTES**

**(a) Bute and Cowal Area Committee - 1 September 2020**

The minutes of the Bute and Cowal Area Committee held on Tuesday 1 September 2020 were approved as a correct record.

**(b) Bute and Cowal Area Community Planning Group - 3 November 2020**

The minutes of the Bute and Cowal Community Planning Group meeting held on Tuesday 3 November 2020 were noted.

**4. PUBLIC QUESTION TIME**

**Question from Kenny Matheson – Convener, Dunoon Community Council**

The below question was read out by the Committee Manager;

Mr Matheson requested an update on pedestrianisation of Argyll Street

**Response from Assistant Network and Standards Manager**

The below response was read out by the Committee Manager;

There had been discussions between Officers but no practical solution had been developed.

**Question from Kenny Matheson – Convener, Dunoon Community Council**

The below question was read out by the Committee Manager;

Mr Matheson requested an update on the Traffic Regulation Order (TRO), including double yellow lines in Dunoon.

**Response from Assistant Network and Standards Manager**

The below response was read out by the Committee Manager;

Where there are yellow road markings (no waiting or no waiting/no loading) then these must have a TRO to be enforceable. If there is no TRO the lines should be removed. Should there be a query about a specific location, then the Assistant Network and Standards Manager would provide a response to suit.

**Question from Kenny Matheson – Convener, Dunoon Community Council**

The below question was read out by the Committee Manager;

Could the Area Committee ask the Chief Officer of the HSCP if she could update Dunoon Community Council on the total number of Deaths in Ashgrove Care Home Dunoon?

**Response from Business Improvement Manager, HSCP**

The below response was read out by the Committee Manager;

The issue had been raised with the Public Health team and the response was still pending. The response would be circulated to the Area Committee and Mr Matheson when received.

The Committee Manager confirmed that the response to each of Mr Matheson's questions would be sent to him and that should further information be requested the appropriate Officer would be notified.

**5. ACHA ANNUAL UPDATE**

The Committee gave consideration to an annual update presentation for the Bute and Cowal Area by the Chief Executive of the Argyll Community Housing Association (ACHA).

In addition to the submitted presentation, the Committee noted that work on the wall at Green Point at Kilmun was underway; the disposal of Torlochan traveller site is expected to conclude by 9 December 2020; and that there are funds available in the Community Action Fund with community groups encouraged to submit applications by January 2021.

Discussion focused on how in relation to winter maintenance, Officers from ACHA and the council work well together with a flexibility of understanding.

**Decision**

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

(Reference: Presentation by Chief Executive of the Argyll Community Housing Association dated 1 December 2020, submitted)

**6. PERFORMANCE REVIEW - AREA SCORECARD**

The Committee considered the Area Scorecard report for Financial Quarter 1 and 2 of 2020-2021 (April-June 2020 and July-September 2020) which illustrated the agreed performance measures.

**Decision**

The Bute and Cowal Area Committee;

1. noted the performance presented on the Scorecards and supporting commentary;
2. noted that upon receipt of the quarterly performance reports the Area Committee Members could contact either the Performance Improvement Officer or the responsible named officer with any queries;
3. agreed to the proposed presentation of Car Park Income;
4. agreed to the removal of both Primary and Secondary School Inspection measures; 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 1 December 2020, submitted)

**7. MONITORING OF SUPPORTING COMMUNITIES FUND 2019/20**

The Committee gave consideration to a report which provided monitoring information on the funds distributed to community organisations through the council's Supporting Communities Fund 2019/20.

**Decision**

The Bute and Cowal Area Committee;

1. noted the positive contribution of the funds to the community as detailed in paragraph 4.1 and the appended table to the report; and
2. agreed that the unspent funds of £733 in paragraph 4.4 of the report be carried forward for inclusion in funds available for dispersal in 2021/22.

(Reference: Report by Chief Executive dated 1 December 2020, submitted)

## 8. SECONDARY SCHOOL REPORTS

### (a) **Dunoon Grammar School**

The Head Teacher of Dunoon Grammar School took the committee through a progress update report on the school's achievements for the 2020 session.

#### **Decision**

The Bute and Cowal Area Committee;

1. noted the contents of the report; and
2. commended the work being done by the school, particularly in response to the Covid-19 pandemic.

(Reference: Report by Head Teacher, Dunoon Grammar School, dated 1 December 2020, submitted)

### (b) **Rothesay Joint Campus**

The Head Teacher of Rothesay Academy took the committee through a progress update report on the schools achievements for the 2020 session.

#### **Decision**

The Bute and Cowal Area Committee;

1. noted the contents of the report; and
2. commended the work being done by the school, particularly in response to the Covid-19 pandemic.

(Reference: Report by Head Teacher, Rothesay Academy, dated 1 December 2020, submitted)

## 9. ARGYLL AND BUTE HSCP ANNUAL PERFORMANCE REPORT 2019/20

The Committee gave consideration to a report which presented annual performance data of the Argyll and Bute Health and Social Care Partnership for 2019/20.

Members noted that due to the impact of the Covid-19 pandemic on the service and supporting services the report was unable to be produced in its customary format and content and as such was a summary report, as enabled by legislation.

#### **Decision**

The Bute and Cowal Area Committee noted and considered the Health and Social Care Partnership Annual Performance Report for 2019/20.

(Reference: Report by Head of Strategic Planning and Performance dated 19 November 2020, submitted)

## 10. MAJOR PROJECTS UPDATE

(a) **Rothesay TH (Townscape Heritage) - Year 3 Update**

Consideration was given by the Committee to a report which updated them on the progress of Rothesay Townscape Heritage which is a heritage-led initiative to regenerate a defined area of Rothesay's town centre.

**Decision**

The Bute and Cowal Area Committee;

1. noted and considered the contents of the report; and
2. thanked Officers for the work undertaken.

(Reference: Report by Executive Director with responsibility for Development and Economic Growth dated 15 October 2020, submitted)

(b) **Dunoon CARS (Conservation Area Regeneration Scheme) - Year 4 Update**

Consideration was given by the Committee to a report which updated them on the progress of Dunoon Conservation Area Regeneration Scheme which is a heritage-led initiative to regenerate a defined area of Dunoon's town centre.

**Decision**

The Bute and Cowal Area Committee;

1. noted and considered the contents of the report; and
2. thanked Officers for the work undertaken.

(Reference: Report by Executive Director with responsibility for Development and Economic Growth dated 15 October 2020, submitted)

**11. PLANNED WORKS AT ROTHESAY HARBOUR**

A report was considered by the Committee which provided them with formation on forthcoming works planned at Rothesay Harbour.

**Decision**

The Bute and Cowal Area Committee;

1. noted and considered the contents of the report; and
2. thanked Officers for the work undertaken.

(Reference: Report by Executive Director with Responsibility for Development and Infrastructure dated 28 October 2020, submitted)

**12. LAMONT BEQUEST - REVIEW OF ARRANGEMENTS**

Consideration was given by the Committee to a report which invited the Trustees of the Lamont Bequest to consider its future operation. The Bequest was established 'to be

distributed to the poor of Kilfinan' with all residents residing within the PA21 post code are eligible to apply.

**Decision**

The Bute and Cowal Area Committee;

1. agreed the distribution arrangements outlined within paragraphs 4.1 - 4.2 of the report;
2. agreed the eligibility criteria outlined within paragraphs 5.1 - 5.5 of the report;
3. agreed that successful applicants would receive £50 for individuals and £100 for families;
4. agreed that applicants, whether individuals or families, will receive a maximum of one award each calendar year; and
5. noted that a review of the updated arrangements will be undertaken and reported to the Bute and Cowal Area Committee following the first 12 months of operation.

(Reference: Report by Executive Director with responsibility for Legal and Regulatory Support dated 1 December 2020, submitted)

**13. DUNOON TO GOUROCK FERRY SERVICE**

A report which provided Members with a further update on future plans for the Gourock to Dunoon and Gourock to Kilcreggan ferry routes was before the Committee for noting.

**Decision**

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

(Reference: Report by Executive Director with Responsibility for Development and Infrastructure dated 27 October 2020, submitted)

**14. DRAFT BUTE AND COWAL AREA COMMITTEE WORKPLAN**

The Draft Bute and Cowal Workplan, as of December 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 1 December 2020, submitted).

**15. THE THIRD MARQUIS OF BUTE'S SILVER WEDDING DOWRY FUND**

The Committee gave consideration to a report regarding an application which has been made to the Marquis of Bute's Silver Wedding Dowry Fund.

**Decision**



The Bute and Cowal Area Committee agreed to award £500 to the applicant.

(Reference: Report by Executive Director with responsibility for Legal and Regulatory Support dated 1 December 2020, submitted)

The Chair spoke regarding the sad passing of Provost and Councillor Len Scoullar, and the Committee noted his contribution to the Bute and Cowal Area Committee was appreciated and he would be missed from all future meetings.

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**MINUTES of MEETING of BUTE AND COWAL COMMUNITY PLANNING GROUP held via SKYPE  
on TUESDAY, 2 FEBRUARY 2021**

**Present:** Cathleen Russell – Colglen Community Council (Chair)  
 Willie Lynch – Dunoon Community Council (Vice-Chair)  
 Councillor Jean Moffat – Argyll and Bute Council  
 Councillor Jim Findlay – Argyll and Bute Council  
 Stuart McLean – Committee Manager, Argyll and Bute Council  
 Chief Inspector Douglas Wilson - Police Scotland  
 PC Laura Evans – Police Scotland  
 Samantha Somers – Community Planning Officer  
 Sharon Macdonald – Community Development Officer  
 Ann Campbell – Dunoon Area Alliance  
 Rhona Grant – Community Learning & Development Officer – Argyll and Bute Council  
 David Hagerty – Community Learning Worker  
 Iain Cameron – Station Commander– Scottish Fire and Rescue Service  
 Rodden Shaw – Scottish Fire and Rescue Service  
 Harry Bowman – Mount Stuart  
 Chris Pescod – Mount Stuart  
 Charles Dixon-Spain – Colglen Community Council  
 Douglas Whyte – Team Leader East – Argyll and Bute Council  
 Robert MacIntyre – Bute Community Council  
 Andy Revill – Dunoon Observer

**1. WELCOME AND APOLOGIES**

The Chair welcomed everyone to the virtual meeting of the Bute and Cowal Community Planning Group.

Apologies for absence were intimated on behalf of;

Councillor Jim Anderson;  
 Councillor Audrey Forrest;  
 Councillor Bobby Good;  
 Samantha Stubbs – Third Sector Interface;  
 Barbara Halliday – Business Gateway;  
 Neil MacFarlane – Local Network Manager, Transport Scotland; and  
 Joanna MacDonald – Chief Executive, HSPC.

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest intimated.

**3. MINUTES**

The minute of the Bute and Cowal Community Planning Group meeting held on Tuesday 3 November 2020 was approved as a correct record.

**4. GOVERNANCE**

(a) **Procedure to Elect Officer Bearers to the Bute and Cowal Community**

### **Planning Group**

The Group gave consideration to a report advising members of the procedure to be followed when electing officer bearers and asked the Group to consider the appointment of a Chair and Vice-Chair to the Bute and Cowal Area Community Planning Group. The Committee Manager invited nominations from those on the call for both positions.

### **Decision**

The Bute and Cowal Area Community Planning Group agreed to elect Willie Lynch and Charles Dixon-Spain as Chair and Vice Chair of the Group respectively for the next two year period.

(Reference: Report by Committee Manager, dated 2 February 2021, submitted)

### **(b) Area Community Planning Group Governance Arrangements**

The Group reviewed the current Terms of Reference and membership of the Community Planning Group and noted the dates for meetings up until May 2022.

### **Decision**

The Bute and Cowal Area Community Planning Group;

1. considered and adopted the Terms of Reference as attached to the report (Appendix 1) and agreed that they be reviewed on an annual basis to ensure their ongoing currency and appropriateness for the work of the Group as it develops over time;
2. considered and agreed the membership of the Group as attached to the report (Appendix 2) with the addition of Colintrave & Glendaruel Development Trust;
3. agreed that the membership of the Group be reviewed on an annual basis to ensure currency and appropriateness for the work of the Group as it develops over time; and
4. noted the meeting schedule and dates submitted in the report.

(Reference: Report by Committee Manager, dated 2 February 2021, submitted)

## **5. COMMUNITY PLANNING PARTNERSHIP MANAGEMENT COMMITTEE UPDATE**

The Group considered a briefing note which related to the virtual meeting of the Community Planning Partnership Management Committee which met on 2 December 2020.

### **Decision**

The Bute and Cowal Area Community Planning Group noted the briefing note.

(Reference: Briefing note by Committee Manager, dated 2 February 2021, submitted)

## 6. PARTNERS UPDATE

### (a) **HSCP - Cowal Older Adult Health and Social Care**

The Group gave consideration to an update from the Health and Social Care Partnership (HSCP) in relation to the response to Covid- 19 in the Bute and Cowal Area.

#### **Decision**

The Bute and Cowal Area Community Planning Group;

1. considered and noted the information provided; and
2. noted that in the absence of an officer from HSPC the Committee Manager would take back any questions to the HSCP and circulate any responses to the Group.

(Reference: Update by Area Manager, Cowal Older Adult Health and Social Care, dated 20 January 2021, submitted)

### (b) **Scottish Fire and Rescue Service - Cowal, Isle of Bute and Dunoon FQ3 2020/21 Update**

A report highlighting the Scottish Fire and Rescue Service's (SFRS) FQ3 review of local performance within Cowal, Isle of Bute and Dunoon for 2020-21 was considered by the Group.

Discussion focussed on the Test and Protect facilities due to open on Monday 8 February 2021 at Dunoon and Rothesay Fire Stations which will be available to local residents via appointments made by NHS Highland only.

The Group also discussed how the implementation of the new smoke alarm legislation is still to be ratified but is anticipated to come into force by February 2022.

#### **Decision**

The Bute and Cowal Area Community Planning Group;

1. reviewed and noted the contents of the report; and
2. thanked all Scottish Fire and Rescue Service's volunteers for their continued good work.

(Reference: Report by Watch Commander, Scottish Fire and Rescue Service, submitted)

### (c) **Argyll and Bute Third Sector Interface**

The Group considered an update from the Argyll and Bute Third Sector Interface (TSI) which detailed their response to Covid-19 which included supporting charities, social enterprises, community groups and encouraging volunteering.

#### **Decision**

The Bute and Cowal Area Community Planning Group;

1. considered and noted the information provided; and
2. noted that in absence of an officer from TSI the Committee Manager would take back any questions to TSI and circulate any responses to the Group.

(Reference: Update by Samantha Stubbs – Strategic Development Manager, Third Sector Interface, dated January 2021, submitted)

(d) **Department of Works and Pensions Update**

The Group considered an update from the Department for Works and Pensions (DWP) which detailed their response to Covid-19 as well as various initiatives they are involved with including job finding support, job entry targeted support and the Kickstart scheme.

**Decision**

The Bute and Cowal Area Community Planning Group;

1. considered and noted the information provided; and
2. noted that in absence of an officer from DWP the Committee Manager would take back any questions to the DWP and circulate any responses to the Group.

(Reference: Update by Customer Service Leader - Department for Work and Pensions, dated January 2021, submitted)

(e) **Argyll and Bute Council - Community Learning Service Update**

The Group considered an update from Argyll and Bute Council's Community Learning Service which detailed their response to Covid-19 as well as various initiatives they are involved with including the No One Left Behind initiative, digital employability and the Youth Advisory Panel.

Discussion focussed on how the service had found that the response to the pandemic provided new ways of connecting with young people and that their ways of working would be permanently adapted to reflect this, although there were challenges with adult learners the service believed blended learning would help to overcome those challenges.

**Decision**

The Bute and Cowal Area Community Planning Group considered and noted the information provided.

(Reference: Update by Community Learning and Development Assistant, submitted)

(f) **Opportunity for updates from Area Community Planning Group Partners involved in resilience projects relating to the Covid-19 response**

Colglen Community Council

The newly appointed Vice-Chair of the Colglen Community Council, Charles Dixon-Spain, updated the Group on the activities of the Community Council which included having successfully received £31,000 via two rounds of funding which would help to cover the cost of mileage for volunteers involved with prescription and food delivery associated with their resilience work. However, their box delivery budget had been curtailed to around 18 boxes per week which was proving to be problematic as they were finding more people were coming forward asking for help. Another part of the funding received was for an open air space for the community to access during restrictions which was at the planning stage. Mr Dixon-Spain stated that the number of volunteers was a great help and very welcome especially for prescription runs though if more households find themselves in need of this service as a result of the pandemic the Community Council may need to seek further funding.

Dunoon Community Council

Willie Lynch stated that third sector organisation and resilience and befriending groups were covering any resilience work needed in the Dunoon area.

Bute Community Council

Robert MacIntyre stated that he felt people were largely adhering to the social distancing restrictions and there was a noticeable increase in people walking more to keep fit.

Discussion focused on the increase in uptake in click and collect and online deliveries with local retailers as well as supermarkets had a positive impact on the community though there was some evidence that supermarkets were experiencing stock issues.

At this point Councillor Jim Findlay left to attend another meeting

**(g) Opportunity for general updates from Area Community Planning Group Partners**

Police Scotland

PC Laura Evans advised the Group of her work with the Cared for at Home network which was established through partnership working with the council and TSI to help raise awareness of fraud and bogus crimes. These types of crimes have doubled this year and a lot are in relation to scam emails as more people are at home and more isolated and vulnerable and therefore an easy target. Information is shared via social media but there is a need to look at how to get this to older people. Police Scotland are sharing alerts with Neighbourhood Watch Scotland who then decimate the information to community councils, who in turn can pass this to care home staff to pass to their clients when speaking to them face to face. PC Evans stressed that the aim of the project was to raise awareness and not to cause panic and was happy to pass on the information for circulation to the wider group.

Bute Community Council

Robert MacIntyre advised that there is only one boat sailing in and out of Rothesay and there is a possibility of the Colintraive/Rhubodach sailing being reduced to an hourly sailing.

## **7. COVID-19 STAY AT HOME GUIDANCE**

The Group gave consideration to the latest Covid-19 stay at home guidance.

### **Decision**

The Bute and Cowal Area Community Planning Group considered and noted the contents of the guidance.

(Reference: Scottish Government Guidance as of 19 January 2021)

## **8. UK WITHDRAWAL FROM THE EU**

### **(a) Food and Drink Exports - Mount Stuart Trust**

Rural and Operations Director and Building and Facilities Manager, Mount Stuart Trust updated the Group on the issues faced by their business, particularly in regard to exporting their produce, since the UK's withdrawal from the EU. They advised that the beef and sheep business was very strong but was cautious about the future which will be monitored closely. Mr Bowman also advised that the dairy market remained strong in terms of farming.

### **Decision**

The Bute and Cowal Area Community Planning Group noted and thanked the Rural and Operations Director and Building and Facilities Manager for the update.

(Reference: Verbal Update by Rural and Operations Director and Building and Facilities Manager, Mount Stuart Trust)

### **(b) Argyll and Bute Seafood Sector Sustainability**

A letter to the Secretary of State for Scotland from the Leader of Argyll and Bute Council was consider by the Group.

### **Decision**

The Bute and Cowal Area Community Planning Group noted the letter.

(Reference: letter from the Leader of Argyll and Bute Council, dated 15 January 2021, submitted)

### **(c) Opportunity for updates from Area Community Planning Group Partners in relation to the impact of UK Withdrawal from the EU**

No updates given.

## **9. BASECAMP DEMONSTRATION**



The Group was lead through a demonstration of BaseCamp, which is an online website which allows all members of the Area Community Planning Group (ACPG) to access relevant documents relating to the ACPG; provide information on action points arising from the meetings or action plans; share information about relevant items of interest with other members; and provides better networks with other ACPG members in between meetings.

**Decision**

The Bute and Cowal Area Community Planning Group;

1. thanked the Community Planning Officer for the informative demonstration and noted the information provided in the presentation; and
2. agreed to provide the Community Planning Officer with contact details of those who have intimated their wish to be invited to access BaseCamp.

(Reference: demonstration by Community Planning Officer, dated 2 February 2021, submitted)

**10. UPDATE ON A83**

Having given his apologies the Committee Manager read out an update provided by Neil MacFarlane, Transport Scotland which detailed notable roadworks on A83 and A82 Loch Lomondside for the next quarter.

**Decision**

The Bute and Cowal Area Community Planning Group;

1. considered and noted the information provided; and
2. agreed to post the list of notable works on BaseCamp.

(Reference: Update by Neil MacFarlane, Transport Scotland, dated 2 February 2021, tabled)

**11. AFFORDABLE HOUSING SUPPLY AND DEMAND - BUTE AND COWAL**

The Group gave consideration to a report which updated them on housing supply and demand activity within the Bute and Cowal area.

Discussion focussed on the need to be cautious about putting too much demand on existing infrastructure, such as schools, required to support new houses and how a further breakdown on rural housing demand in terms of those on the housing waiting list would be beneficial.

**Decision**

The Bute and Cowal Area Community Planning Group considered and noted the report.

(Reference: Report by Team Lead – Housing Strategy, dated 13 January 2021, submitted)

**12. DATE OF NEXT MEETING**

The Group noted that the next meeting of the Bute and Cowal Area Community Planning Group would take place at 10.00am on Tuesday 4 May 2021 with venue details to be confirmed in due course.

The Vice-Chair thanked the outgoing Chair for all her hard work and diligence over the last two years. Mrs Russell thanked the Governance Team for their hard work and support and advised that she would still attend meetings in her role as Chair of the Colintrave and Glendaruel Development Trust.

**MINUTES of the SPECIAL MEETING of ROTHESAY COMMON GOOD FUND held in the SKYPE  
on FRIDAY, 22 JANUARY 2021**

**Present:** Councillor Jim Findlay (Chair)  
Councillor Jean Moffat

**Attending:** Stuart McLean – Committee Manager  
Sharon MacDonald – Community Development Officer

10:05 Having received advance notification of Member availability, Trustees agreed to adjourn the meeting until later in the day in order to seek a quorum.

16:00 The meeting reconvened.

**1. APPOINTMENT OF CHAIR**

The Trustees agreed to appoint Councillor Jim Findlay as Chair for the meeting.

**2. APOLOGIES FOR ABSENCE**

There were no apologies for absence intimated.

Committee Manager advised that the Rothesay Common Good Fund meeting was inquorate due to the Ward 8 vacancy.

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.

**3. DECLARATIONS OF INTEREST**

There were no declarations of interest intimated.

**4. 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, fuel, oil and general maintenance of vehicles 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 continue the item to a future meeting of the Rothesay Common Good Fund to allow the applicant to submit further details on the application.

(Reference: Application by Isle of Bute Resilience Team dated 8 January 2021, submitted)

**MINUTES of MEETING of COWAL TRANSPORT FORUM held via SKYPE  
on MONDAY, 1 FEBRUARY 2021**

**Present:** Councillor Alan Reid (Chair)  
Councillor Bobby Good  
Councillor Jim Anderson

**Attending:** Stuart McLean – Committee Manager  
Gordon Ross – Western Ferries  
Alistair McLundie - Western Ferries  
Iain Slorach – Client Manager, Calmac  
Stewart Wohlgemuth – Port Manager, Calmac  
Iain Catterwell – Timber Transport Group  
Chief Inspector Douglas Wilson – Police Scotland  
Neil MacFarlane – Transport Scotland  
Murray Rogers – West Coast Motors  
Iain McInnes – Lochgoil Community Council  
Graham Revill – Kilmun Community Council  
Willie Lynch – Dunoon Community Council  
Michael Breslin – South Cowal CC  
Jeff McCormick – West Coast Motors  
Ronnie McAlister – Bute Community Council

**1. APOLOGIES FOR ABSENCE**

The Chair welcomed everyone to the meeting and introductions were made.

Apologies for absence were intimated by:

Councillor Audrey Forrest;  
Councillor Gordon Blair;  
Tommy Gore – Area Operations Manager, Calmac;  
Paul Bulmer - Colglen Community Council;  
Iain McNaughton - Sandbank Community Council;  
Paul Paterson – Kilfinan Community Council; and  
Martin Arnold – Contract Officer.

**2. DECLARATIONS OF INTEREST**

Councillor Bobby Good made a financial declaration of interest in item 7 (a) on the basis he is a part-time employee of West Coast Motors. He remained in the call taking no part in the short discussion.

**3. MINUTES**

The minute of the meeting of the Cowal Transport Forum held on the Monday 16 November 2020 was approved as a correct record.

**4. FERRIES UPDATE**

(a) **Caledonian MacBrayne**

The Forum noted the update from Tommy Gore - Area Operations Manager, Caledonian MacBrayne, in relation to the deployment of MV Coruisk on the Gourock/Dunoon route.

Stewart Wohlgemuth – Port Manager further informed the Forum that punctuality on Cowal routes had been similar during November 2020 and December 2020 at around 89% - 91% and carryings were down 86% from the same period the previous year. Mr Wohlgemuth added that the Gourock Linkspan works were progressing and that it was anticipated it would be back in operation by 22 February 2021.

Discussion focussed on the dates for the re-engineering of the ferries and the potential loss of a boat for a lengthy part of the summer timetable should the works be pushed beyond the current winter timetable. Concern was expressed over the lack of timelines available which does not allow planning for the easing of restrictions and by association encouraging people to come back to Dunoon and the surrounding area.

Stewart confirmed that vessel and terminal staff are questioning customers at point of ticket sale about the nature of their travel during lockdown and are making travellers aware of the restrictions rather than enforcement.

### **Outcome**

The Forum;

1. noted the position; and
2. agreed that Calmac Asset Management Team would look at providing fixed dates for a plan for the Ali Cat and Flyer and once confirmed circulate to the Forum.

### **(b) Western Ferries**

Gordon Ross - Managing Director, Western Ferries confirmed that they are operating a reduced hourly service but half hourly at peak times; traffic numbers are reduced as people are adhering to restrictions and as soon as restrictions are eased they will ramp up service to the normal level. Hunters Quay improvement works are scheduled to be completed in the next couple of weeks with full passenger parking available by the end of February, once travel restrictions are lifted it is the intention to complete the improvement works to Kilmun.

Discussion focused on the appropriateness of ferry staff questioning traveller intention and that staff are not empowered to make judgments as this power lies with the Police.

### **Outcome**

The Forum noted the update.

### **(c) Gourock to Dunoon Ferry Service (Pages 7 - 14)**

The Reference Group circulated an update to Forum along with a copy of the Outline Business Case as attached to the minute.

As there was no one present from the Ferries Division of Transport Scotland to speak to the issues so the Forum agreed to continue the item.

**Outcome**

The Forum noted the position and agreed to continue the item.

(d) **Shore Side Infrastructure at Dunoon**

The Forum considered the update from Stewart Clark - Marine Operations Manager, Argyll and Bute Council, in relation to compilation of the Outline Business Case of various design solutions to ensure safe berthing of the proposed new vessel at both Dunoon and Kilcreggan.

**Outcome**

The Forum noted the update.

The Ferries representatives left the meeting at this point.

**5. POLICE SCOTLAND**

Chief Inspector Douglas Wilson, Police Scotland, gave an update on matters he had recently been attending which included potential issues around essential travel on boats and that the Police aim to be visible where they can and issue fixed penalties where necessary. Police Scotland have also received sporadic reports of people accessing holiday homes and traffic levels are not as low as the first lockdown with speeding in Dunoon and Cairndow in evidence. There had also been some reports of bogus workers touting for business who have now moved on.

Discussion focussed on the lack of uptake on the Community Speed Watch programme was perhaps due to a lack of willingness to give up time as peoples' focus might be elsewhere at the moment and it is hard to arrange training until social distancing restrictions are relaxed, concerns were also raised around driver reactions and behaviour.

**Outcome**

The Forum noted the update.

**6. TRANSPORT SCOTLAND**

(a) **VMS and Manual Signs**

Neil MacFarlane, Transport Scotland informed the Forum that there was nothing further to update in relation to VMS and manual signs.

The Forum discussed the new VMS signs and agreed that this was as a consequence of the collaborative working of the Forum and Transport Scotland. The Forum thanked Neil for his work in response to their request. Regarding the request for manual signs on the road out of Lochgoilhead, Neil said that Transport Scotland had no plans and that drivers should consult social media.

**Outcome**

The Forum noted the position and agreed to continue the item.

(b) **A83**

The Forum noted the letter from Kimberley Hughes - Project Administrator, Transport Scotland in relation to A83 Access to Argyll and Bute.

Neil MacFarlane, Transport Scotland circulated a list of notable Transport Scotland roadworks on A83 and A82 Loch Lomondside for the next quarter as follows;

**Completed:**

A83 Tarbet To Arrochar Footway

**Ongoing:**

A83 Tarbet To Arrochar, additional drainage improvements now underway; and A83 Rest and Be Thankful (RABT) – bund on OMR complete, daylight operation of A83 one way.

**Upcoming:**

A82 Loch Lomond side night time convoy resurfacing – all of February to 9 March;  
A83 Clachan resurfacing from 18th to 22nd February;  
A83 Lit sign faces and bollards refurbishment;  
A83 Branch cutback proposals to be submitted w/c 25/01/2021;  
A83 Glen Kinglas Bunds – subject to contract completion; and  
A83 Cairndow Signing scheme design underway.

Discussion focussed on the intermediate solution at the RABT being weather dependent and the intention to increase resilience to work towards having the road open 24/7 and in both directions. Concern was expressed over the length of time the projected Local Public Inquiry would take to complete and by association the final solution for the RABT.

Iain Catterwell – Timber Transport Scotland stated that issues with Glenmhor road are subject to discussions with the council and that they were looking at inter-visible passing places or two way carriageway for short stretches, a bid will be submitted for 2021/22 with the intent to upgrade to these standards. The forestry road on the south side of Glen Croe will be upgraded for the use by timber transport and Mr Catterwell confirmed that they were not sure if this route would be further upgraded to become a permanent replacement for the trunk road traffic or reserved just for timber transport.

**Outcome**

The Forum noted the letter and the update from Transport Scotland.

**7. PUBLIC TRANSPORT**

(a) **Reduced Bus Services**

The Forum noted the letter from Trish McCotter, Bus Policy Officer, Transport Scotland in relation to funding for rural bus services.



Murray Rodger, West Coast Motors stated that they were in close dialogue with the council over service levels which are currently sitting at 80% of pre-covid levels; they employ a one man one bus policy; passenger levels are below 20% with 1.4 passengers per journey, with many journeys having zero passengers; vehicles capacity levels trackers on buses; some school journeys remain for key worker's children and they look forward to a new normal soon noting how peak service patterns are changing from 7am to 10am

Discussion on the importance of ensuring bus timetable at stanchions are up-to-date was had with local councillors agreeing to investigate through Casebook where appropriate.

### **Outcome**

The Forum;

1. noted the letter from Transport Scotland; and
2. noted the update from West Coast Motors.

### **(b) Bus Stop at Rest and Be Thankful**

In the absence of Officer attendance issues with the path from the OMR to the bus stop were discussed. Transport Scotland stated they believed it was the responsibility of the council as it was not part of the trunk road network and was constructed by a third party. Transport Scotland believed that the deterioration of the path had not been effected by the use of the OMR but due to it being poorly constructed.

### **Outcome**

The Forum noted Transport Scotland's position.

### **(c) Dial-A-Bus**

In his absence the Contract Manager submitted an update which advised that the Dial-a-Bus was back up and running and that he was currently working on some publicity material. Once completed these will be disseminated to the Forum for feedback and thereafter wider circulation.

### **Outcome**

The Forum noted the update.

## **8. TIMBER TRANSPORT GROUP**

Iain Catterwell, Timber Transport Group updated the Forum on recent activities which included being at the very early stage of harvesting in Hell's Glen as a result of a statutory health notice issued to deal with Phytophthora ramorum. This will involve clearing and felling 6k tonnes of larch and spruce which can take up to 12 weeks in harvesting and despatch activity. There will be full dialogue with all stakeholders before the Temporary Traffic Regulation Order can be put in place with two new tarred and permanent passing places created. There will be disruption, subject to agreement with stakeholders, with the

aim being to keep the road open and/or a diversion in place with emergency vehicles access permitted throughout.

Mr Catterwell added that the B8000 would see large sale movements of about 20k tonnes of timber to add to smaller sales that are ongoing and encouraged any stakeholders to get in touch if they needed further information. He also stated that the daily capacity had increased from 10 to 12 loads.

**Outcome**

The Forum noted the update.

**9. ROADS UPDATE**

**(a) Carriageway Roundels and Additional Signage at Colintrave**

The Forum noted that Officers had advised the Chair that they had engaged a contractor and are awaiting a suitable weather window for these works to start.

**Outcome**

The Forum noted the position.

**(b) Traffic Management in Tighnabruaich, Kames and Millhouse**

As there was no one present from Kilfinan Community Council to give an update there was no discussion on the item.

**Outcome**

The Forum noted the position and agreed to continue the item.

**10. ANY OTHER COMPETENT BUSINESS**

1. The Forum agreed to request that all community councils in Bute and Cowal be involved in CMAL's Gourock to Dunoon Ferry Service consultation;
2. The Forum agreed to contact the Roads Department asking for them to confirm what their policy is regarding informing community council about road closures and temporary traffic lights; and
3. The Forum noted that all road closures for planned works was available to view at <https://www.roadworksscotland.org/>

**11. DATE OF FUTURE MEETINGS**

It was agreed that the future meetings of the Cowal Transport Forum would be held on;

- Monday 24 May 2021; and
- Friday 20 August 2021.

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**ARGYLL AND BUTE COUNCIL**
**BUTE AND COWAL AREA  
COMMITTEE**
**CUSTOMER SUPPORT SERVICES**
**2 MARCH 2021**


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**AREA SCORECARD FQ3 2020/21**


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**1 Background**

- 1.1 This paper presents the Area Report and Scorecard for Financial Quarter 3 2020/21 (October-December 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 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.
- 1.4 A short key to symbols / layout is attached (Appendix 1).
- 1.5 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 –
- a) Notes the performance presented on the Scorecard and supporting commentary.
  - b) Upon receipt of the Quarterly Performance Report the Area Committee contact either the Responsible Named Officer or Sonya Thomas with any queries.
  - c) Note that work is ongoing and to respond to Sonya Thomas with requests or comments regarding the layout and format of the Performance 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	None. If requested the Area Committee Performance Report can be supplied in a different format.
3.5.2	Socio-economic Duty	None
3.5.3	Islands	None
3.6	Risk	None
3.7	Customer Service	None

**Kirsty Flanagan, Executive Director with responsibility for Customer Support Services**

**Jane Fowler  
Head of Customer Support Services**

For further information, please contact:

Sonya Thomas

Organisation Development Officer - Performance and Improvement

Customer Support Services

01546 604454

Appendix 1: Key to symbols

Appendix 2: Illustration of Business Outcomes aligned to Corporate Outcomes

Appendix 3: FQ3 2020/21 B&C Word Report in pdf format

Appendix 4: FQ3 2020/21 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	<b>BO101</b> We Ensure Information And Support Is Available For Everyone.	<b>BO104</b> Our Communities Are Protected And Supported.	<b>BO106</b> Our Looked After Young People Are Supported By Effective Corporate Parenting.	<b>BO108</b> All Our Children And Young People Are Supported To Realise Their Potential.	<b>BO110</b> We Support Businesses, Employment And Development Opportunities.	<b>BO113</b> Our Infrastructure Is Safe And Fit For The Future.	<b>BO115</b> We Are Efficient And Cost Effective.
	<b>BO102</b> We Provide Support, Prevention And Opportunities To Help People Make Better Lifestyle Choices.	<b>BO105</b> Our Natural And Built Environment Is Protected And Respected.	<b>BO107</b> The Support And Lifestyle Needs Of Our Children, Young People, And Their Families Are Met.	<b>BO109</b> All Our Adults Are Supported To Realise Their Potential.	<b>BO111</b> We Influence And Engage With Businesses and Policy Makers.	<b>BO114</b> Our Communities Are Cleaner And Greener.	<b>BO116</b> We Engage And Work With Our Customers, Staff And Partners.
	<b>BO103</b> We Enable A Choice Of Suitable Housing Options.				<b>BO112</b> Argyll & Bute Is Promoted To Everyone.		<b>BO117</b> 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;"><b>Caring, Committed, Collaborative &amp; Creative</b>  <b>Cùramach, Dealasach, Cruthachail agus Com-pàirteach</b></p>						

## BUTE & COWAL FQ3 2020/21 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.

	FQ2 2020/21	FQ3 2020/21		
<b>SUMMARY OF PERFORMANCE AGAINST TARGETS</b>	17	10	<b>GREEN</b>	
	7	12	<b>RED</b>	
	8	8	<b>NO TARGET</b>	
	32	30	<b>TOTAL</b>	Total reduced by 2 as HMIE positive evaluations no longer included.

### B&C Area Scorecard FQ3 2020/21

Performance element	Status	Performance Trend	Target FQ2	Actual FQ2	Target FQ3	Actual FQ3	Owner	Comments
<b>Corporate Outcome No 1 - People live active, healthier and independent lives</b>								
Number of affordable social sector new builds - B&C (Housing Services)	●	⇓	1	1	0	0	Allan Brandie	<b>FQ3 2020/21 B&amp;C</b> The impact of Covid-related restrictions on on-site working, staff travel & materials transport, and constraints on supply chains generally, has led to slippage with the majority of SHIP projects, although in Q3 most developments were starting to get back on track. Unfortunately, the latest lockdown measures may have further implications for delivery of the programme in the next quarter and is likely to affect the annual output targets for 2020/21, as anticipated.
								<b>FQ2 2020/21 B&amp;C</b> 28 units in total were delivered during Quarter 2 Lorn - West Highland Housing Association delivered 10 units at Barcaldine, (4 NSSE & 6 social rent) in August; ACHA - delivered the final 12 units at Glenshellach, Lorn in August; Bute & Cowal - ACHA completed 1 refurb in Dunoon, Mid Argyll - ACHA delivered 5 units at Cairnbaan. This is a remarkable achievement considering the complications and delays resulting from the Covid-19 pandemic. The annual SHIP update projects 137 completions by 31/03/21 against a target of 75.
DEG103_01-Number of new affordable homes completed per annum. (Housing Services)	●	⇓	28	28	0	0	Allan Brandie	<b>FQ3 2020/21 A&amp;B</b> The impact of Covid-related restrictions on on-site working, staff travel & materials transport, and constraints on supply chains generally, has led to slippage with the majority of SHIP projects, although in Q3 most developments were starting to get back on track. Unfortunately, the latest lockdown measures may have further implications for delivery of the programme in the next quarter and is likely to affect the annual output targets for 2020/21, as anticipated.
								<b>FQ2 2020/21 A&amp;B</b> 28 units in total were delivered during Quarter 2 Lorn - West Highland Housing Association delivered 10 units at Barcaldine, (4 NSSE & 6 social rent) in August; ACHA - delivered the final 12 units at Glenshellach, Lorn in August; Bute & Cowal - ACHA completed 1 refurb in Dunoon, Mid Argyll - ACHA delivered 5 units at Cairnbaan. This is a remarkable achievement considering the complications and delays resulting from the Covid-19 pandemic. The annual SHIP update projects 137 completions by 31/03/21 against a target of 75.

## B&C Area Scorecard FQ3 2020/21

Performance element	Status	Performance Trend	Target FQ2	Actual FQ2	Target FQ3	Actual FQ3	Owner	Comments
<b>Corporate Outcome No.2 - People live in safer and stronger communities</b>								
B&C - Number of Parking Penalty Notices Issued (Streetscene B&C)		↓	No Target	50	No Target	27	Hugh O'Neill	<b>FQ3 2020/21 B&amp;C</b> Free parking in all charging Pay and Display car parks in run up to Christmas. Line painting required in Bute & Cowal to allow enforcement, particularly in Rothesay and Dunoon town centres. Area normally covered by Wardens from other areas, in this quarter Wardens have been required in busier areas.
								<b>FQ2 2020/21 B&amp;C</b> No patrols - Covid.
A&B - Number of Parking Penalty Notices Issued (StreetScene)		↓	No Target	2,761	No Target	1,121	Hugh O'Neill	<b>FQ3 2020/21 A&amp;B</b> In general, car parks very quiet compared to other years (especially in Oban) with the exception of Luss car park and Arrochar car parks.
								<b>FQ1 &amp; FQ2 2020/21 A&amp;B</b> During FQ1 while national travel restrictions were in place, enforcement activities were reduced significantly, effectively stood down across the Council area. The only exception to this was in H&L, which is in reasonable travel distance from the central belt. Even so, only limited enforcement was carried out in this area. Within H&L, Luss and both Arrochar off-street car parks were closed. FQ2 saw an uptick in traffic figures, with visitor numbers increasing particularly in both Luss and Arrochar. Due to the visitor number in these villages and as a result of the TTRO in place in Luss, additional resource from was directed to H&L to assist. As a result, the number of PCNs issued in H&L was up circa 380% compared to FQ2 2019/20. Although the other areas are down compared to the same quarter in 2020/21, overall PCN numbers are up.



## B&C Area Scorecard FQ3 2020/21

Performance element	Status	Performance Trend	Target FQ2	Actual FQ2	Target FQ3	Actual FQ3	Owner	Comments
Car Parking income to date - B&C (Streetscene B&C)	●	↑↑	£94,488	£14,291	£122,813	£28,396	Hugh O'Neill	<b>FQ3 2020/21 B&amp;C</b> The on-going impact of COVID-19 and its associated restrictions has resulted in a significant under recovery of the parking income budget. The national restrictions on movement have directly impacted much of Argyll and Bute and subsequently the loss of ticket income arising from tourism. In addition to this, many people are either furloughed or working from home and this is likely to have resulted in a loss of income arising from commuter parking.
								<b>FQ1 &amp; FQ2 2020/21 B&amp;C</b> Joint financial quarter 1 & 2 update: Due to the impact of COVID-19 restrictions, Amenity Wardens were stood down during lockdown period. The Amenity Wardens were diverted to assist with the food delivery programme. The travel restrictions would have had an impact on tourism and directly on the car parking income.
Guildford Street, Rothesay				£5	Income collected each FQ.	£2,076		
B&C				£9,485		£297		
Argyll Street, Dunoon				£630		£1,348		
Church Street, Dunoon				£419		£456		
Dunoon Pier				£192		£2,135		
Jane Villa, Dunoon				£719		£2,457		
Moir Street, Dunoon				£166		£3,042		
Swimming Pool, Dunoon				£6		£2,294		
Car Parking income to date - A&B (StreetScene)	●	↑↑	£630,531	£230,268		£819,549		
					<b>FQ1 &amp; FQ2 2020/21 A&amp;B</b> Joint financial quarter 1 & 2 update: Due to the impact of COVID-19 restrictions, Amenity Wardens were stood down during lockdown period. The Amenity Wardens were diverted to assist with the food delivery programme. In addition to this, a Leadership decision was taken to close three car parks within H&L to protect our communities. The travel restrictions would have had an impact on tourism and directly on the car parking income.			

### B&C Area Scorecard FQ3 2020/21

Performance element	Status	Performance Trend	Target FQ2	Actual FQ2	Target FQ3	Actual FQ3	Owner	Comments
Dog fouling - total number of complaints B&C (Streetscene B&C)	●	⇒	27	20	27	20	Tom Murphy	<b>FQ3 2020/21 B&amp;C</b> The number of dog fouling complaints in Bute and Cowal for the FQ3 period remains the same as FQ2 at 20 complaints. The Warden Service will continue with their efforts to deal with this issue.
								<b>FQ2 2020/21 B&amp;C</b> There has been a rise in the number of dog fouling complaints within the Bute and Cowal area over the FQ2 period, with 20 complaints. The Warden service will continue with their efforts to deal with this issue and will continue to engage with all partners in an attempt to deal with this problem.
Dog fouling - total number of complaints A&B (StreetScene)	●	⇓	78	49	78	62	Tom Murphy	<b>FQ3 2020/21 A&amp;B</b> Unfortunately the number of dog fouling complaints has remained high at 62 complaints for the months of October, November and December, with the MAKI area doubling the number of complaints from the last quarter. This is unacceptable and the service will arrange for additional patrols when resource commits. With regards the MAKI area the reason for this could possibly be due to the fact there is not a dedicated warden for this area.
								<b>FQ2 2020/21 A&amp;B</b> Unfortunately there has been an increase in the number of dog fouling complaints for the months of July, August and September. This is unacceptable and the service will arrange for additional patrols when resource permits. This could be due to a number of reasons, poor dog ownership or the reduction in the number of Amenity Enforcement Wardens. The service is aware of the public's perception on this.

## B&C Area Scorecard FQ3 2020/21

Performance element	Status	Performance Trend	Target FQ2	Actual FQ2	Target FQ3	Actual FQ3	Owner	Comments
LEAMS [Local Environment Audit and Management System] - B&C Bute (Cleanliness Monitoring Systems) <b>MONTHLY DATA</b>	●	⇓	73	84	73	83	Tom Murphy	<b>FQ3 2020/21 B&amp;C Bute</b> The street cleanliness on the Isle of Bute is very high this quarter, recording October 83, November 81 and December 84 all months well exceeding the National Standard of 67 and Target figure of 73.
								<b>FQ2 2020/21 B&amp;C Bute</b> The LEAMS monitoring returned in September after being suspended due to Covid-19. The street cleanliness in the Bute area is high, with a performance recording of 84 exceeding both the National Standard of 67 and Target figure of 73.
LEAMS [Local Environment Audit and Management System] - B&C Cowal (Cleanliness Monitoring Systems) <b>MONTHLY DATA</b>	●	⇑	73	76	73	77	Tom Murphy	<b>FQ3 2020/21 B&amp;C Cowal</b> Cowal's performance for the FQ3 period remains steady exceeding both the National Standard and Target figure showing October 78, November 76 and December 76.
								<b>FQ2 2020/21 B&amp;C Cowal</b> The LEAMS recording has resumed after being suspended due to Covid-19 and the performance figure for the Cowal area is 76 for FQ2 exceeding the Target figure.
LEAMS [Local Environment Audit and Management System] - Argyll and Bute monthly average (Cleanliness Monitoring Systems) <b>MONTHLY DATA</b>	●	⇒	73	80	73	80	Tom Murphy	<b>FQ3 2020/21 A&amp;B</b> The level of street cleanliness across the area for the months of October, November and December have been at a high standard, exceeding both the National Standard and Target figure. 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>FQ2 2020/21 A&amp;B</b> Argyll and Bute Council have only just returned to LEAMS reporting in September, during the period from April to August this was stood down as a result of the measures taken by operations relating to Covid 19. Monthly inspections will now continue in conjunction with Keep Scotland Beautiful locations identified. The level of street cleanliness performance across Argyll and Bute for the month of September was at a high standard exceeding both the National Standard and Benchmark figure.

## B&C Area Scorecard FQ3 2020/21

Performance element	Status	Performance Trend	Target FQ2	Actual FQ2	Target FQ3	Actual FQ3	Owner	Comments
<b>Corporate Outcome No.3 - Children and young people have the best possible start</b>								
No Area Committee Measures to report on for Corporate Outcome 3.								
<b>Corporate Outcome No.4 - Education, skills and training maximises opportunities for all</b>								
B&C-Maintain the percentage of 16-19 year olds participating in education, training or employment (Youth Services)	●	⇒	94.00%	92.95%	94.00%	92.95%	Martin Turnbull	<p><b>FQ3 2020/21 B&amp;C</b> Figure for this quarter is below the Argyll and Bute average but slightly above the national average. Annual data.</p> <p><b>FQ2 2020/21 B&amp;C</b> Figure is extracted from Datahub and is collected by ABC and SDS. It contains the most current information available to us on destinations. This information is collated nationally and used to produce the Annual Participation Measure, however the APM is averaged out over a year and also contains additional information from external partners so it may differ slightly. The 2020 APM records the Argyll and Bute average participation rate as 94.1% and national participation rate as 92.1% which indicates the B&amp;C figures for this quarter are below the Argyll and Bute average but slightly above the national average.</p>
EDU107_13-Maintain the percentage of 16-19 year olds in Argyll and Bute participating in education, training or employment (Youth Services)	●	⇒	94.00%	95.22%	94.00%	95.22%	Martin Turnbull	<p><b>FQ3 2020/21 A&amp;B</b> Figure is extracted from Datahub and is collected by ABC and SDS. It contains the most current information available to us on destinations. This information is collated nationally and used to produce the Annual Participation Measure, however the APM is averaged out over a year and also contains additional information from external partners so it may differ slightly. The 2020 APM records the Argyll and Bute average participation rate as 94.1% and national participation rate as 92.1% which indicates that the figures for MAKI, H&amp;L and OLI areas for this quarter are above both the Argyll and Bute average and the national average. Bute and Cowal figures reflect a challenging period in the lives of the cohort being measured.</p> <p><b>FQ2 2020/21 A&amp;B</b> Annual measure reporting in FQ3.</p>

## B&C Area Scorecard FQ3 2020/21

Performance element	Status	Performance Trend	Target FQ2	Actual FQ2	Target FQ3	Actual FQ3	Owner	Comments
<b>Corporate Outcome No.5 - The economy is diverse and thriving</b>								
% of Pre-Application enquiries processed within 20 working days - B&C (Planning Applications)	●	↓	75.0%	96.2%	75.0%	84.2%	Peter Bain	<b>FQ3 2020/21 B&amp;C</b> Target achieved (84.2%) for the third consecutive quarter.
								<b>FQ2 2020/21 B&amp;C</b> Target achieved (96.2%) for the second consecutive quarter.
% of Pre-application enquiries processed within 20 working days - A&B (Planning Applications)	●	↓	75.0%	78.6%	75.0%	64.3%	Peter Bain	<b>FQ3 2020/21 A&amp;B</b> At 64.3% this measure dipped below target in FQ3 as the team prioritises the processing of Planning Applications during the COVID pandemic.
								<b>FQ2 2020/21 A&amp;B</b> Above target for the second consecutive quarter at 78.6%.
Householder Planning Apps: Ave no of Weeks to Determine - B&C (Planning Applications)	●	↑	8.0 Wks	11.8 Wks	8.0 Wks	7.9 Wks	Peter Bain	<b>FQ3 20/21 - B&amp;C</b> Target achieved at 7.9 weeks.
								<b>Comment from Peter Bain (Development Manager) on the impact of Covid on DM determination periods.</b> The significant dip in performance against this indicator during FQ2 is directly attributable to the impact of the initial Covid-19 'lockdown' period which ran from late March into June 2020, and subsequent restrictions on service delivery. Whilst performance on all average determination time period indicators was largely maintained during FQ1 it is noted that this was based upon the determination of a much reduced number of applications. Whilst FQ1 gave rise to a number of challenges including loss of office accommodation and a requirement to rebuild a number of service critical processes, including mail handling arrangements, these were in the main, addressed efficiently during the first few weeks of lockdown and allowed determination of applications that were already at an advanced stage, without significant delay being incurred. What is not evident within the FQ1 performance indicator however is that new planning applications continued to be submitted at almost 80% of normal volume throughout the 'lockdown' period. It was not possible to progress these beyond initial validation due to restrictions on travel/engagement which prevented necessary site visit activity being undertaken to complete the professional assessment of applications, and to comply with procedural requirements for posting of site notices. Restrictions on essential travel were lifted during June, and planning application site visits to unoccupied sites resumed on 29th June 2020 following the development and roll out of new protocols and safe systems of work, and deployment of tablets to allow officers to operate on site without hardcopies of planning application files. Site visits to occupied sites including commercial premises and external areas of domestic premises resumed on 27th July 2020. FQ2 has seen a return to determination of planning applications at 'normal' volume, however a significant proportion of these applications have been subject to delays of up to 3 months as a result of 'lockdown' and, notwithstanding the significant effort of officers, their progression to determination has resulted in a significant increase to the average determination period.

**B&C Area Scorecard FQ3 2020/21**

Performance element	Status	Performance Trend	Target FQ2	Actual FQ2	Target FQ3	Actual FQ3	Owner	Comments
Householder Planning Apps: Ave no of Weeks to Determine - ABC (Planning Applications)	●	↑↑	8.0 Wks	11.6 Wks	8.0 Wks	10.0 Wks	Peter Bain	<p><b>FQ3 2020/21 A&amp;B</b></p> <p>The team are working through the backlog of planning applications caused by the extreme changes to working practices earlier in the year, with 27% more determined when compared to FQ2, 55% more than FQ1. Set against this backdrop, the improvement in performance from 11.6 weeks in the previous quarter to 10.0 weeks in FQ3 is pleasing given the ongoing operational difficulties of delivering the Planning Service with the restrictions brought about by the pandemic.</p> <p><b>Comment from Peter Bain (Development Manager) on the impact of Covid on DM determination periods.</b></p> <p>The significant dip in performance against this indicator during FQ2 is directly attributable to the impact of the initial Covid-19 'lockdown' period which ran from late March into June 2020, and subsequent restrictions on service delivery. Whilst performance on all average determination time period indicators was largely maintained during FQ1 it is noted that this was based upon the determination of a much reduced number of applications. Whilst FQ1 gave rise to a number of challenges including loss of office accommodation and a requirement to rebuild a number of service critical processes, including mail handling arrangements, these were in the main, addressed efficiently during the first few weeks of lockdown and allowed determination of applications that were already at an advanced stage, without significant delay being incurred. What is not evident within the FQ1 performance indicator however is that new planning applications continued to be submitted at almost 80% of normal volume throughout the 'lockdown' period. It was not possible to progress these beyond initial validation due to restrictions on travel/engagement which prevented necessary site visit activity being undertaken to complete the professional assessment of applications, and to comply with procedural requirements for posting of site notices. Restrictions on essential travel were lifted during June, and planning application site visits to unoccupied sites resumed on 29th June 2020 following the development and roll out of new protocols and safe systems of work, and deployment of tablets to allow officers to operate on site without hardcopies of planning application files. Site visits to occupied sites including commercial premises and external areas of domestic premises resumed on 27th July 2020. FQ2 has seen a return to determination of planning applications at 'normal' volume, however a significant proportion of these applications have been subject to delays of up to 3 months as a result of 'lockdown' and, notwithstanding the significant effort of officers, their progression to determination has resulted in a significant increase to the average determination period. Reductions to staffing levels within the Development Management Service has reduced the resilience of the Service to As a consequence, the implications of the 'lockdown' period will have an extended impact upon performance for as long as the volume of applications awaiting determination exceeds the 'normal' capacity of the Service, and will be exacerbated by any period of extended staff absence during a period where this is potentially a higher risk of occurrence as a result of Covid-19/stress, or vacancies which arise during the upcoming period.</p>

### B&C Area Scorecard FQ3 2020/21

Performance element	Status	Performance Trend	Target FQ2	Actual FQ2	Target FQ3	Actual FQ3	Owner	Comments
								<p><b>Benchmarking 2020/21</b></p> <p>This is one of several measures where the Development Management service is benchmarked against The Scottish Government and "Rural 9" average performance. Benchmarking data for FY20/21 FQ1 &amp; FQ2 is not due to be published by The Scottish Government until January 2021 at the earliest. We cannot know the full impact of the pandemic on the nationwide planning service until then.</p>

## B&C Area Scorecard FQ3 2020/21

Performance element	Status	Performance Trend	Target FQ2	Actual FQ2	Target FQ3	Actual FQ3	Owner	Comments
<b>Corporate Outcome No.6 - We have infrastructure that supports sustainable growth</b>								
Street lighting - B&C percentage of faults repaired within 10 days (Street Lighting - Maintenance)	●	⇓	75%	48%	75%	16%	Hugh O'Neill	<b>FQ3 2020/21 B&amp;C</b> A combination of staffing and IT issues have prevented staff from catching up on the previous COVID delayed faults. We are looking at support to the Street Lighting Back Office Team Leader to manage the incoming fault reports in a more proactive manner. IT equipment has been ordered to allow staff to update faults whilst at the locus to save time and we are looking to advertise the vacant Electricians post in Helensburgh to bring the electricians numbers up to 3.
								<b>FQ2 2020/21 B&amp;C</b> Performance figures affected by the legacy of Covid - 19 shutdown. Resumption of activities in June / July was further disrupted due to sickness absence of, one of two Street Lighting Electricians. The electrician based in Dunoon for B&C and H&L also had to cover "emergency repairs" in OLI / MAKI where practicable. There is still a further issue related to miss-allocation of "dark lamps" when requests of service are entered from the public, as generally the faults are related to power supply or defective cabling which requires additional support from contractors and PU suppliers to rectify. This takes longer than the 10 day target for a purely "dark lamp" repair.
RIS113_05-The percentage of street lighting fault repairs are completed within 10 working days (Street Lighting - Maintenance)	●	⇓	75%	29%	75%	14%	Hugh O'Neill	<b>FQ3 2020/21 A&amp;B</b> There have been a number of street lighting outages which have not been repaired in the normal timescale due to several factors including all non-emergency works being paused during lockdown and difficulties sourcing parts due to many companies not operating. An action plan is in now place to focus on the backlog of lighting faults, to ensure we can get the most effective use of the lighting resource and power company suppliers to see improvements to lighting outages. It is anticipated that improvements to service delivery will be seen on the ground from March onwards.
								<b>FQ2 2020/21 A&amp;B</b> Due to the team being significantly reduced for a substantial period of time due to absence, the Lighting Team have been prioritising lighting repairs. The Street Lighting team should be back to capacity in FQ3. Discussions are ongoing to look at solutions to ensure the Street Lighting team have the resources necessary to carry out repairs.



## B&C Area Scorecard FQ3 2020/21

Performance element	Status	Performance Trend	Target FQ2	Actual FQ2	Target FQ3	Actual FQ3	Owner	Comments
Total number of Complaints regarding Waste Collection - B&C Bute (Streetscene B&C)		↑	No Target	1	No Target	0	Tom Murphy	<b>FQ3 2020/21 B&amp;C Bute</b> There were no waste collection complaints received for the Isle of Bute during the FQ3 period. This is an excellent level of service given the number of both domestic and commercial properties on the Island.
								<b>FQ2 2020/21 B&amp;C Bute</b> There was only 1 waste collection complaint on the Isle of Bute for the FQ2 quarter. This is a very good level of service given the number of both domestic and commercial properties on the Island.
Total number of Complaints regarding Waste Collection - B&C Cowal (Streetscene B&C)		↑	No Target	3	No Target	1	Tom Murphy	<b>FQ3 2020/21 B&amp;C Cowal</b> There was only 1 refuse collection complaint received for the Cowal area in FQ3. Given the number of domestic and commercial properties this is an excellent level of service.
								<b>FQ2 2020/21 B&amp;C Cowal</b> There were only 3 waste collection complaints received in Cowal for the FQ2 period. This again is a very good level of service considering the number of domestic and commercial properties serviced.
Total number of Complaints regarding Waste Collection - A&B (StreetScene)		↑	No Target	10	No Target	3	Tom Murphy	<b>FQ3 2020/21 A&amp;B</b> The number of waste collection complaints has reduced again this quarter, with only 3 complaints being received for the whole of the district. Given the inclement weather, breakdowns and the number of properties serviced this is excellent. While carrying out these duties safe working practices relating to Covid-19 remain in place.
								<b>FQ2 2020/21 A&amp;B</b> The number of waste collection complaints for the months of July, August and September has significantly reduced again from the previous quarter with only 10 complaints. This is an excellent level of service. In general terms all collections were carried out although in some areas they may have been a day or so late due to breakdowns. Where collections were running late, this information was posted on the Council's web page to inform the public.

**B&C Area Scorecard FQ3 2020/21**

Performance element	Status	Performance Trend	Target FQ2	Actual FQ2	Target FQ3	Actual FQ3	Owner	Comments
RIS114_01-The percentage of waste that is recycled, composted or recovered (Waste Management Performance)	●	↑	45.0%	46.6%	45.0%	47.7%	John Blake	<b>FQ3 2020/21 A&amp;B</b> Recycling in FQ3 is closer to normal levels and indicates a quicker bounce back than was anticipated. Year to date recycling and recovery however is below 45% target as Council kerbside recycling was suspended during the early months of the Pandemic.
								<b>FQ2 2020/21 A&amp;B</b> 46.6% recycling, composting and recovery (29.9% recycling/composting plus 16.7% recovery). Recycling figures have improved with the re-start of the majority of kerbside recycling services in late June.
Shanks - Percentage of Waste Recycled, Composted & Recovered (Waste Management Performance)		↓	No Target	47.6%	No Target	47.5%	John Blake	<b>FQ3 2020/21 Waste PPP Area</b> 47.5% recycling, composting and recovery (31.1% recycling/composting plus 16.4% recovery). Recycling returning to more normal levels after several services suspended during early months of Pandemic. Year to date 45.9% recycling and recovery (22.8% recycling/composting plus 23.1% recovery).
								<b>FQ2 2020/21 Waste PPP Area</b> 47.6% recycling, composting and recovery (24.0% recycling/composting plus 23.6% recovery). Recycling figures have improved in Q2 with the re-start of most kerbside recycling services at the end of June .
Islands - Percentage of Waste Recycled, Composted & Recovered (Waste Management Performance)		↑	No Target	32.1%	No Target	44.6%	John Blake	<b>FQ3 2020/21 Islands</b> 44.6% recycling and recovery (40.8% recycling/composting plus 3.8% recovery). Recycling returning to more normal levels after several services suspended during early months of Pandemic. Year to date 33.0% recycling and recovery (30.3% recycling/composting plus 2.7% recovery).
								<b>FQ2 2020/21 Islands</b> 32.1% recycling, composting and recovery (28.8% recycling plus 3.3% recovery). Recycling figures in Q2 improved with the re-start of most kerbside recycling services at the end of June.
H&L - Percentage of Waste Recycled, Composted & Recovered (Waste Management Performance)		↑	No Target	48.8%	No Target	49.2%	John Blake	<b>FQ3 2020/21 H&amp;L</b> 49.2% recycling,composting and recovery (40.9% recycling/composting plus 8.3% recovery). Recycling returning to more normal levels after several services suspended during early months of Pandemic. Year to date 42.4% recycling and recovery (32.8% recycling/composting plus 9.6% recovery).
								<b>FQ2 2020/21 H&amp;L</b> 48.8% recycling, composting and recovery (40.4% recycling/composting plus 8.4% recovery). Recycling figures have improved in Q2 with the re-start of most kerbside recycling services at the end of June.

## B&C Area Scorecard FQ3 2020/21

Performance element	Status	Performance Trend	Target FQ2	Actual FQ2	Target FQ3	Actual FQ3	Owner	Comments
<b>Making It Happen</b>								
B&C Teacher Absence (Education Other Attendance)	●	⇓	1.50 Days	0.59 Days	1.50 Days	1.55 Days	Simon Easton	<b>FQ3 2020/21 B&amp;C</b> Days lost has significantly increased on the last quarter. this follows the usual trend as the schools return. Days lost are significantly lower than the same quarter last year. There are no significant trends in terms of reason for absence or duration.
								<b>FQ2 2020/21 B&amp;C</b> B&C have continued to experienced a slight reduction in WDL. This is attributable to a reduction in long term absence due to medical treatment
A&B Teacher Absence (HR1 - Sickness absence ABC)	●	⇓	1.50 Days	0.92 Days	1.50 Days	1.52 Days	Simon Easton	<b>FQ3 2020/21 A&amp;B</b> Days lost has increased in Q3 against Q2 as schools return. Days lost is lower than the same quarter last year. Mental Health remains the reason for most days lost.
								<b>FQ2 2020/21 A&amp;B</b> After a significant drop in WDL Teacher absence has increased slightly this quarter. This is due to an increase in short term absences.
B&C LGE Only (HR1 - Sickness absence ABC)	●	⇓	2.36 Days	2.26 Days	2.36 Days	3.71 Days	Carolyn McAlpine	<b>FQ3 2020/21 B&amp;C</b> Days lost has increased on the last quarter which follows the same seasonal trend. There has been a slight decrease on the same quarter last year. Mental Health accounts for the largest number of work days lost. There has been a notable increase in days lost to musculoskeletal problems.
								<b>FQ2 2020/21 B&amp;C</b> WDL has remained fairly static between Q1 to 2 with an increase in short term absence offset but a decrease in long term.
A&B LGE Staff Summary - Combined Office & Non Office (HR1 - Sickness absence ABC)	●	⇓	2.36 Days	2.29 Days	2.36 Days	2.94 Days	Carolyn McAlpine	<b>FQ3 2020/21 A&amp;B</b> Days lost has increased in this quarter against last which follows usual seasonal trend. Days lost is lower than the same quarter last year. Mental Health remains the reason for the most work days lost.
								<b>FQ2 2020/21 A&amp;B</b> As a result of the Covid Pandemic and ensuing lockdown, homeworking and school closures Argyll and Bute Council experienced a significant reduction in short term absence across all services. Benchmarking has told us that the majority of local authorities have also experienced a dramatic drop in absence during this period also.



**B&C Area Scorecard 2020-21**  
FQ3 20/21

*'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 0 ▲  
Target 0 ▼  
Benchmark 75 ▼

**Corporate Outcome - People live in safer and stronger communities**

Car Parking income to date - B&C  
Actual £ 28,396 ▲  
Target £ 122,813 ▼

Car Parking income to date - A&B  
Actual £ 457,678 ▲  
Target £ 819,549 ▼

B&C - Number of Parking Penalty Notices Issued  
Actual 27 ▼

A&B - Number of Parking Penalty Notices Issued  
Actual 1,121 ▼

Dog fouling - total number of complaints B&C  
Actual 20 ▲ ▼

Dog fouling - total number of complaints A&B  
Actual 62 ▲  
Target 78 ▼

LEAMS [Local Environment Audit and Management System] - B&C Bute  
Actual 83 ▲ ▼

LEAMS [Local Environment Audit and Management System] - Argyll and Bute monthly average  
Actual 80 ▲ ▼

LEAMS [Local Environment Audit and Management System] - B&C Cowal  
Actual 77 ▲ ▼

**Corporate Outcome - The economy is diverse and thriving**

Householder Planning Apps: Ave no of Weeks to Determine - B&C  
Actual 7.9 Wks ▲  
Target 8.0 Wks ▼  
Benchmark 10.0 Wks ▼

Householder Planning Apps: Ave no of Weeks to Determine - A&B  
Actual 10.0 Wks ▲  
Target 8.0 Wks ▼  
Benchmark 7.4 Wks ▼

% of Pre-Application enquiries processed within 20 working days - B&C  
Actual 84.2 % ▲  
Target 75.0 % ▼  
Benchmark 64.3 % ▼

% of Pre-application enquiries processed within 20 working days - A&B  
Actual 64.3 % ▲  
Target 75.0 % ▼

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

B&C-Maintain the percentage of 16-19 year olds participating in education, training or employment  
Actual 92.95 % ▲  
Target 92.95 % ▼

EDU107\_13-Maintain the percentage of 16-19 year olds in Argyll and Bute participating in education, training or employment  
Actual 95.22 % ▲  
Target 94.00 % ▼  
Benchmark 92.60 % ▼

**Corporate Outcome - We have infrastructure that supports sustainable growth**

Total number of Complaints regarding Waste Collection - B&C Bute  
Actual 0 ▼

Total number of Complaints regarding Waste Collection - A&B  
Actual 3 ▼

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

Shanks - Percentage of Waste Recycled, Composted & Recovered  
Actual 47.5 % ▼

Islands - Percentage of Waste Recycled, Composted & Recovered  
Actual 44.6 % ▼

RIS114\_01-The percentage of waste that is recycled, composted or recovered  
Actual 47.7 % ▲  
Target 45.0 % ▼  
Benchmark 48.9 % ▼

H&L - Percentage of Waste Recycled, Composted & Recovered  
Actual 49.2 % ▼

Street lighting - B&C percentage of faults repaired within 10 days  
Actual 16 % ▲  
Target 75 % ▼

RIS113\_05-The percentage of street lighting fault repairs are completed within 10 working days  
Actual 14 % ▲  
Target 75 % ▼

**Making It Happen**

B&C Teacher Absence  
Actual 1.55 Days ▲  
Target 1.50 Days ▼

A&B Teacher Absence  
Actual 1.52 Days ▲  
Target 1.50 Days ▼

B&C LGE Only  
Actual 3.71 Days ▲  
Target 2.36 Days ▼

A&B LGE Staff Summary - Combined Office & Non Office  
Actual 2.94 Days ▲  
Target 2.36 Days ▼



### B&C Area Scorecard 2020-21

FQ3 20/21

*'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

B&C-Maintain the percentage of 16-19 year olds participating in education, training or employment	Actual	92.95 %	⬇️
	Target	92.95 %	➡️

EDU107_13-Maintain the percentage of 16-19 year olds in Argyll and Bute participating in education, training or employment	Actual	95.22 %	⬆️
	Target	94.00 %	➡️
	Benchmark	92.60 %	



### B&C Area Scorecard 2020-21

FQ3 20/21

*'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	0	⬆️
	Target	0	⬇️
	Benchmark	75	⬇️



## B&C Area Scorecard 2020-21

FQ3 20/21

*'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	7.9 Wks	🟢
	Target	8.0 Wks	⬆️
	Benchmark	10.0 Wks	

Householder Planning Apps: Ave no of Weeks to Determine - ABC	Actual	10.0 Wks	🔴
	Target	8.0 Wks	⬇️
	Benchmark	7.4 Wks	

% of Pre-Application enquiries processed within 20 working days - B&C	Actual	84.2 %	🟢
	Target	75.0 %	⬇️

% of Pre-application enquiries processed within 20 working days - A&B	Actual	64.3 %	🔴
	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 0 ↑

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

Shanks - Percentage of Waste Recycled, Composted & Recovered  
 Actual 47.5 % ↓

Islands - Percentage of Waste Recycled, Composted & Recovered  
 Actual 44.6 % ↑

H&L - Percentage of Waste Recycled, Composted & Recovered  
 Actual 49.2 % ↑

Street lighting - B&C percentage of faults repaired within 10 days  
 Actual 16 % **R**  
 Target 75 % ↓

Total number of Complaints regarding Waste Collection - A&B  
 Actual 3 ↑

RIS114\_01-The percentage of waste that is recycled, composted or recovered  
 Actual 47.7 % **G**  
 Target 45.0 % ↑  
 Benchmark 48.9 %

RIS113\_05-The percentage of street lighting fault repairs are completed within 10 working days  
 Actual 14 % **R**  
 Target 75 % ↓





## B&C Area Scorecard 2020-21

FQ3 20/21

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

### Making It Happen

B&C Teacher Absence	Actual	1.55 Days	<b>R</b>
	Target	1.50 Days	↓

A&B Teacher Absence	Actual	1.52 Days	<b>R</b>
	Target	1.50 Days	↓

B&C LGE Only	Actual	3.71 Days	<b>R</b>
	Target	2.36 Days	↓

A&B LGE Staff Summary - Combined Office & Non Office	Actual	2.94 Days	<b>R</b>
	Target	2.36 Days	↓

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ARGYLL AND BUTE COUNCIL

BUTE AND COWAL AREA  
COMMITTEE

ROADS AND  
INFRASTRUCTURE SERVICES

2 MARCH 2021

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## ROADS AND INFRASTRUCTURE SERVICES UPDATE

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### 1.0 INTRODUCTION

- 1.1 This report provides an update on Roads and Infrastructure Service activities in recent months.

### 2.0 RECOMMENDATIONS

- 2.1 It is recommended that the Area Committee consider the contents of this report.

### 3.0 DETAIL

#### Response to Covid

- 3.1 Roads and Infrastructure Services are mostly operating to pre-Covid specification/schedule and timetables taking into account Covid secure measures as appropriate. These measures have recently been revised to take into account the increased transmission rate of the new variant. This lockdown differs somewhat from the previous one and the only notable services which are stood-down are the bulky uplift service, and the access to piers and harbours for leisure craft, other than as ports of safe harbours e.g. emergencies.
- 3.2 The service continues to focus on key frontline services including winter gritting and snow clearing, refuse collection, maintenance, management and operation of the road, port and ferry networks. There has been a noticeable reduction in vehicular traffic during the current restrictions.
- 3.3 Wherever possible vehicle occupancy is being restricted to one person per vehicle. There are some exceptions where for operational reasons 2 people are sharing vehicles. In these exceptions Method Statements and risk assessments are in place to provide reasonable mitigations and control measures against the transmission of Covid.
- 3.4 Regular meetings are taking place with Funeral Directors across the area to

facilitate a constructive dialogue regarding managing the number of mourners attending burials and cremations, and to provide a forum to help to ensure we can take a collaborative approach towards providing a dignified and compassionate service during these unprecedented times while complying with restrictions and limitations.

### **Capital Roads Reconstruction Programme**

- 3.5 The 2020/21 Capital Programme was delayed until the latter part of July as a result of COVID and was therefore revised with a number of preparatory schemes being carried out which will enable surface dressing to be applied in 2021. This in effect moves us to a two year capital investment programme due to delay in commencing the programme due to Covid restrictions. The total value of works which have been put back to financial year 2021/22 is £2.757M.
- 3.6 The proposed Capital Roads Reconstruction programme for 2021/22 is being prepared and will be reported to the Environment, Development and Infrastructure Committee in March 2021. Following this the programme for each of the administrative areas will be forwarded to Area Committee Members and updates provided to Area Committees as the programme progresses. A number of the 2020/21 schemes could not be completed as a result of the construction restrictions imposed during the first lockdown. The majority of these schemes have been slipped into 2021/22 and predominantly include surface dressing where preparatory work has largely been completed in 2021/22. This means that we are effectively delivering a programme over 2 financial years to ensure that we can maximize the whole life benefit of works by patching and preparing in year 1 and surface dressing in year 2.

### **Bin Collections and Civic Amenity Sites**

- 3.7 In the initial 2020 lockdown bin collections across the whole of Argyll and Bute moved to two weekly collections for both general waste and recycling. This was done for two main reasons, firstly to reduce the number of staff required and secondly to reduce the vehicle trips required. This amended service delivery model provided additional waste capacity but significantly increased the material to landfill whilst reducing the amount of material which was recycled. The majority of Councils across Scotland also varied their waste collections for similar reasons. The Council reverted back to the pre-Covid specification in the summer. As part of the initial lockdown, the civic amenity sites were closed although the various recycling and bring facilities across Argyll and Bute remained open and were serviced throughout this period. On 1<sup>st</sup> June civic amenity sites were reopened across Scotland in line with advice from Scottish Government. Due to social distancing requirements and anticipated increase in use of the CA sites, detailed traffic management plans were drawn up and implemented for each site across the Council area.
- 3.8 The Council is currently operating a full kerbside collection service and CA sites remain open. Please note the Council is currently not providing the special uplift service which so far has not proved to be problematic with very few requests for service having been received.

### **Waste Strategy**

- 3.9 In December 2020, the EDI Committee considered a report providing members with an update on the Biodegradable Municipal Waste ban which comes into place in 2025.
- 3.10 The Council has now signed up the Household Waste Charter which helps to ensure that the Council is compliant from a recycling and reuse perspective and also provides opportunities to access resources through Zero Waste Scotland, Scottish Government and others. A report on this subject was considered by the December 2020 EDI Committee.

### **Correspondence and Information**

- 3.11 Officers continue to work on improved communications with Elected Members with topical briefings being distributed to Members and the ongoing monitoring of timeliness and quality of responses. This is an ongoing piece of work where we strive to make continuous improvement.
- 3.12 A report providing an update on the project to improve correspondence and customer service was considered at the EDI Committee in December 2020.

### **Winter Update**

- 3.13 Winter maintenance services continue to be delivered in line with the Council's Winter Maintenance Policy. Demands on this part of the services have been significant so far this season with a higher than average number of treatments having been carried out due to the cold conditions we have experienced. Our resilience in terms of salt stocks is good with salt deliveries coming in via Northern Ireland by sea and via road from other suppliers.

### **Operations Works Programmes**

- 3.14 Whilst works were scaled back significantly during the first lockdown at the start of this financial year, the majority of our cyclic activities have been fully delivered albeit with Covid secure specifications in place to ensure that both the workforce and members of the public remain safe. This means that road inspections, repairs, gully cleansing, ditching etc is being carried out alongside winter maintenance, works to grasslands, cemeteries etc.

### **Cemetery Consultation**

- 3.15 At the time of writing there is an ongoing cemetery consultation, the results of which will be reported back to the EDI Committee. The purpose of the consultation is to seek community views on potential future cemetery provision across the Council area.

### **School and Public Transport**

- 3.16 Service buses are generally running with low patronage. Our home to school bus services generally transport around 3000 pupils with many pupils taking up transport during the period from August to December 2020 when schools were open. Plans are in place to transport those children who will be returning to school when they reopen on 22 February this year.

### **Ports, Harbours and Ferries**

- 3.17 Throughout the pandemic period to date we have been working closely with Transport Scotland, Calmac and CMAL to provide flexibility around the various services that the council supports and/or provides in terms of ferries and other commercial vessels. As a general comment, passengers travelling during the first lockdown were around 90% of the seasonal levels and currently we are finding passenger levels to be around 70% although car decks are regularly reported to be near capacity. This is understood to be a reflection that many businesses continue to operate but foot passengers are largely not travelling.

### **Traffic Regulation Orders**

- 3.18 At the December 2020 EDI Committee a report was presented to members regarding the TRO Process Review, the significant backlog of (permanent) Traffic Regulation Orders and that these may take a substantial timescale to progress and the impact of Temporary TROs & Notices (statutory function of the Roads Authority) on the ability to progress TROs timeously. A further update will be presented to area committees in June.

## **4.0 CONCLUSION**

- 4.1 This report gives a general update to local members on activities taken place throughout the current financial year and note some of the significant changes and variations that have taken place due to the ongoing pandemic situation.

## **5.0 IMPLICATIONS**

- 5.1 Policy – various policies referred to within the body of the report
- 5.2 Financial – none
- 5.3 Legal – none known
- 5.4 HR – none known
- 5.5 Fairer Scotland Duty: (please refer to guidance on Hub)
- 5.5.1 Equalities - protected characteristics – none known
- 5.5.2 Socio-economic Duty – none known
- 5.5.3 Islands – none known
- 5.6. Risk – none known
- 5.7 Customer Service - none

### **Executive Director with responsibility for Roads and Infrastructure Services**

**Kirsty Flanagan**

**Policy Lead for Roads and Infrastructure Services**

**Councillor Rory Colville**

February 2021

**For further information contact:**

Jim Smith, Head of Roads and Infrastructure Services

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**ARGYLL AND BUTE COUNCIL**

**BUTE & COWAL AREA COMMITTEE**

**DEVELOPMENT AND  
ECONOMIC GROWTH**

**2<sup>ND</sup> MARCH 2021**

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**HOUSING SERVICES ACTIVITY UPDATE 2019/20 - STRATEGIC HOUSING  
INVESTMENT PLAN (SHIP) – ANNUAL UPDATE**

---

**1.0 EXECUTIVE SUMMARY**

The main purpose of this report is to update Members of Housing Services activity within the Bute and Cowal area.

This report will detail the following housing activity:-

- Housing Need and Demand
- Homelessness
- Affordable Housing Supply - Strategic Housing Investment Programme (SHIP)
- Empty Homes
- Private Sector Housing Grant Adaptations
- Private Sector Housing Grant Repairs and Improvements
- Energy Efficiency - Home Energy Efficiency Programme: Area Based Scheme(HEEP:ABS)
- Local Housing Strategy

Members are asked to consider the content of the report.

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**ARGYLL AND BUTE COUNCIL**

**BUTE & COWAL AREA COMMITTEE**

**DEVELOPMENT  
AND ECONOMIC GROWTH**

**2<sup>ND</sup> MARCH 2021**

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**HOUSING SERVICES ACTIVITY UPDATE 2019/20 - STRATEGIC HOUSING  
INVESTMENT PLAN (SHIP) – ANNUAL UPDATE**

---

**2.0 INTRODUCTION**

2.1 The main purpose of this report is to update Members of Housing Services activity within the Bute and Cowal area.

This report will detail the following housing activity:-

- Housing Need and Demand
- Homelessness
- Affordable Housing Supply - Strategic Housing Investment Programme (SHIP)
- Empty Homes
- Private Sector Housing Grant Adaptations
- Private Sector Housing Grant Repairs and Improvements
- Energy Efficiency - Home Energy Efficiency Programme:Area Based Scheme(HEEP:ABS)
- Local Housing Strategy

Members are asked to consider the content of the report.

**3.0 RECOMMENDATIONS**

3.1 Members are asked to consider the content of this report.

**4.0 DETAIL**

4.1 Argyll and Bute Council retains the role of strategic housing authority and therefore has a series of important statutory housing functions to fulfil. A Housing Needs and Demand Assessment is carried out every 5 years which enables Scottish Government funding to be brought into Argyll and Bute primarily to deliver affordable housing. The Council also produces a Local Housing Strategy (LHS) every 5 years. The current LHS runs from 2016-2021 and have a vision for housing in Argyll and Bute which is 'a housing system that makes a strong contribution to thriving and sustainable communities and

supports economic growth'. This report will detail the housing activity taking place in Bute and Cowal

#### 4.2 Housing Need & Demand in Bute & Cowal

HOMEArgyll WAITING LIST April 2020 – Active Applicants					
	Minimum Bedroom Size Required				TOTAL
	0/1beds	2beds	3beds	4+beds	
Bute	79	42	20	7	148
Cowal	213	115	54	18	400
Bute & Cowal	292	157	74	25	548

For Bute & Cowal as a whole, the majority of applicants (53%) require one bedroom and 28% require 2 bedrooms. 14% require 3 bedrooms and only 5% need 4 or more.

**However, to establish actual need, the available supply must be factored into this, based on the available lets within the RSL stock during a year.**

	HOMEArgyll Applicants	RSL Lets 2019/20 (HOMEArgyll only)	Pressure Ratio
Bute	148	172	1:1
Cowal	400	156	3:1
Bute & Cowal	548	303	2:1

**This suggests the area is reasonably balanced, with an oversupply on Bute and only minimal pressure in Cowal.**

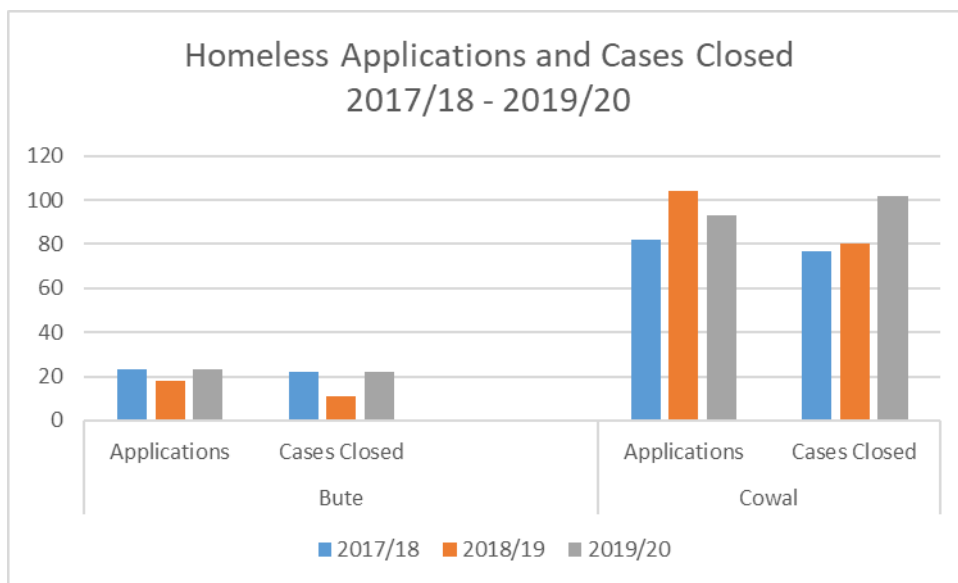
**While the pressure ratios are only one factor in determining need and demand, they are useful indicators of areas where further research and analysis may be required.**

### 4.3 Homelessness

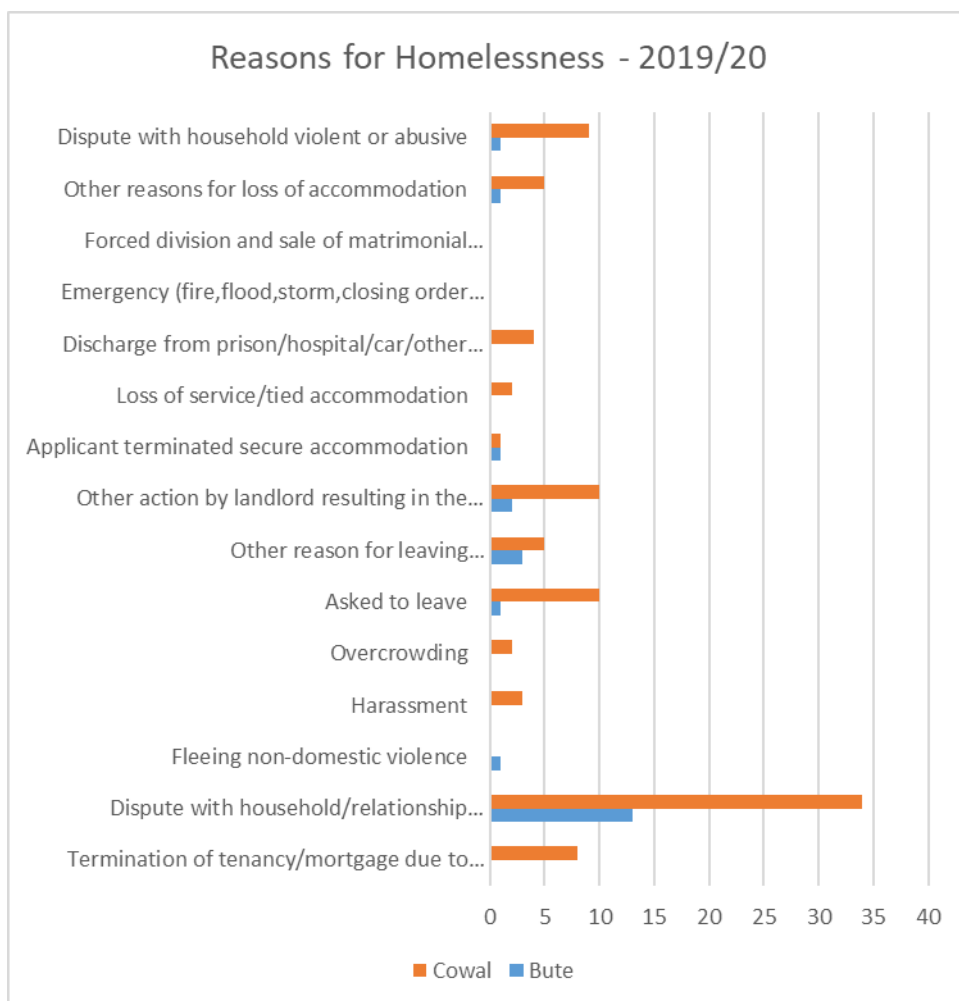
During 2019/20, there were 22 homeless cases closed on Bute; and 102 in Cowal.

The incidence of homelessness has remained fairly static on Bute over the last 3 years and during 2019/20 was at the same level as in 2017/18 with 23 applications during each of these years. There has been an increase of 13% (82 up to 93) in homeless presentation in Cowal during the 3 year period 2017/18 to 2019/20.

The figures below illustrate the number of homeless applications and cases closed for the period from 2017/18 to 2019/20.



The main reasons for presenting as Homeless last year were “disputes with family/relationship breakdown”, “other action by landlord resulting in termination of tenancy”; and “being asked to leave”. Cowal saw a number of cases due to persons being “discharged from institutions” (such as prison, hospital or care for instance); a number of cases involving “violent or abusive disputes”; and also “termination of tenancy/mortgage due to arrears”.



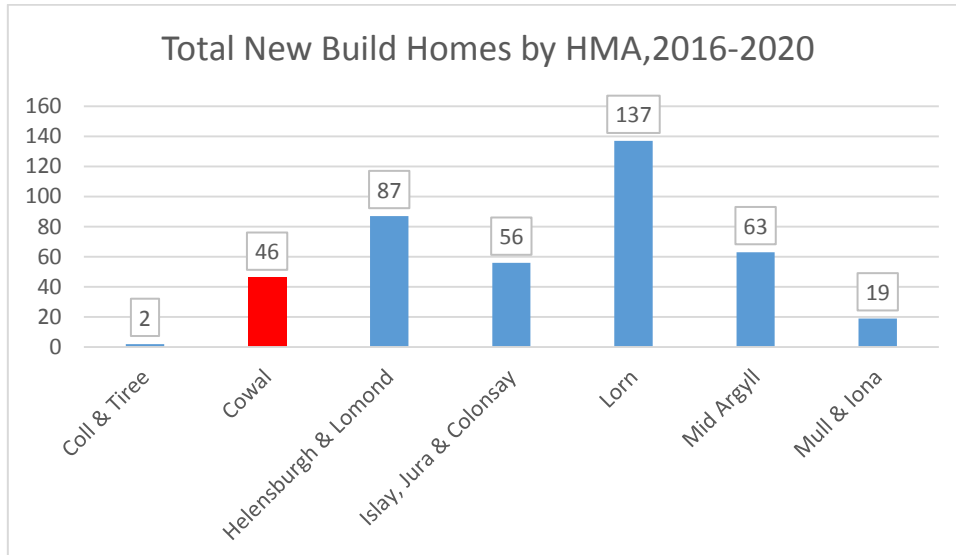
### Rough Sleeping

Bute and Cowal experienced a reduction in the incidence of rough sleeping over the same period last year, with 7 cases (-7) in total across the area reporting that they slept rough the night preceding their presentation and 22 (-2) reporting that they had slept rough in the 3 months preceding their homeless application. These were disaggregated as follows:-

AREA	Number of Rough Sleepers in 2019/20	
	Night Before Application	3 Months Prior to Application
Bute	5	6
Cowal	2	16
B&C Total	7	22
Argyll & Bute	24	50

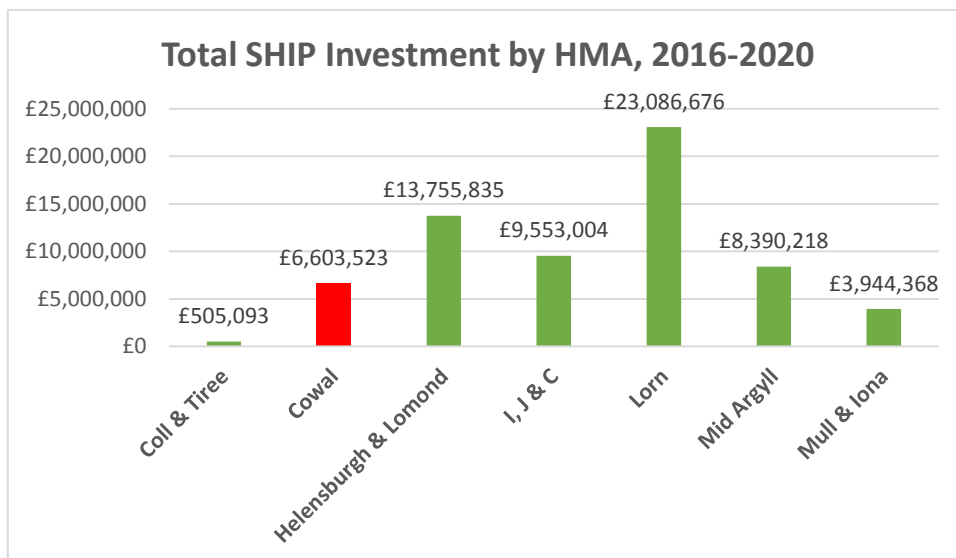
#### 4.4 Affordable Housing Supply

The Strategic Housing Investment Plan (SHIP) delivered no new affordable homes in Bute and Cowal in 2019/20. Cumulatively over the last 4 years of the current LHS, there have been 46 new affordable homes built in Cowal via the SHIP; amounting to 11% of the four-year total for Argyll and Bute.



**(NB. There was also 1 additional acquisition in Kintyre in 2019/20)**

Over the last 4 years, SHIP investment has amounted to £6.6m in Cowal; around 7% of the total four-year investment in Argyll and Bute.



**SHIP Projects onsite at start of 2019/20.**

Site/Development	RSL	Total Units	Expected Date of Completion
Dixon, Dunoon*	ACHA	1	September 2020
Tighnabruaich	Fyne Homes	20	January 2021
Cairndow	Fyne Homes	6	March 2021
Eton Avenue, Dunoon	ACHA	4	January 2022

\*now complete

In addition, further sites/projects in the Cowal area which are in early stages of development and may be programmed in the SHIP include:

ACHA	Dunoon (4 units)
Fyne Homes	Tighnabruaich - scope for additional units subject to demand.

#### 4.5 Empty Homes

In 2019/20 there were 11 private empty homes brought back into use in Bute & Cowal, amounting to over a third of empty homes brought back into use across Argyll and Bute last year with assistance of Empty Homes Officer.

##### Council Tax Information on Empty Homes

The following table breaks down the numbers of empty homes including those subject to premium Council Tax charge across the Bute & Cowal area. The table does not include properties which are empty and exempt from Council Tax. The numbers of recorded empty homes can vary from day to day due to natural changes and reported numbers are snapshot from October reports.

BUTE & COWAL Council tax data as at 01.12.20	Number of properties on Council Tax register	Empty Homes	Properties subject to 200% council tax levy	Total EMPTY
Isle Of Bute	4325	142	87	<b>229</b>
Cowal	8773	149	76	<b>225</b>
<b>TOTAL</b>	<b>13,098</b>	<b>291</b>	<b>163</b>	<b>454</b>

##### Council Tax Exemptions

There are also a number of empty properties which are on the Council Tax register which are exempt from paying council tax. In Bute & Cowal there are around **417** properties which are empty and exempt from Council Tax. The most common categories for empty properties include:

- Class 2A = Unoccupied dwelling – under renovation (**2**)
- Class 4A = Properties recently occupied but now empty and unfurnished (**200**)

- Class 5A = Living or Detained elsewhere – e.g. care home, hospital or prison (**17**)
- Class 7A = Dwellings Empty Under Statute – Closing or Demolition Order (**53**)
- Class 6A = Deceased owners – where estate has not been settled (**107**)
- Class 8A = Held for demolition – Registered Social Landlord flats (**35**)

Other empty categories include: Repossessed dwellings (**3**), New Dwellings (**0**)

## Second Homes

As at 1<sup>st</sup> October 2020 there were 447 registered Second Homes on Bute and 595 registered Second Homes in Cowal. The figure for Bute and Cowal (1042) represents 36% of the total number of Second Homes in Argyll and Bute.

### 4.6 Private Sector Housing Grant - Adaptations

In 2019/20, there were 44 private sector properties adapted with Private Sector Housing Grant in Bute & Cowal and a total of 47 individual adaptations installed.

PSHG ADAPTATION COMPLETIONS 2019 -2020							
HMA	Grant Value	Works Value	ADAPTATION INSTALLED				
			Ramp	Stairlift	Access	bathroom Adaptation	Adaptions for Autism
Bute	£95,104	£117,455	0	7	3	11	0
Cowal	£134,246	£162,360	1	5	3	16	1
<b>TOTALS</b>	<b>£229,350</b>	<b>£ 279,815</b>	<b>1</b>	<b>12</b>	<b>6</b>	<b>27</b>	<b>1</b>

### 4.7 Private Sector Housing Grant – Repairs & Improvements

In 2019/20, there were 7 PSHG repair and improvement grants completed in Bute & Cowal: all seven were on Bute (across Argyll and Bute, the total was 38). Total cost of the works was £43,010, of which PSHG covered £19,168. This was just under 8% of the total repair grant awarded for Argyll & Bute last year.

HMA	Grants	Cost of Works	Total Grant Award
Bute	7	£43,010	£19,168
Cowal	0	£0	£0



<b>Bute &amp; Cowal</b>	<b>7</b>	<b>£43,010</b>	<b>£19,168</b>
<b>Argyll &amp; Bute</b>	<b>38</b>	<b>£564,209</b>	<b>£161,870</b>

#### 4.8 Energy Efficiency (Home Energy Efficiency Programme Scotland: Area Based Scheme – HEEPS:ABS)

There were 295 energy efficiency measures installed across Argyll and Bute in 2019/20 via the HEEPS:ABS programme; and 20% of these measures (59) were installed in Bute and Cowal.

In total, 46 properties were improved across the Bute and Cowal area, at a total cost of £276,257. Grant aid in support of this work amounted to £269,862.

Current estimates of Fuel Poverty are based on Home Analytics data:-

<b>Area</b>	<b>Likelihood of Households in Fuel Poverty</b>
Bute	39%
Cowal	31%
Argyll and Bute	27%
Scotland	25% (Scottish House Condition Survey figure)

Home Analytics data also indicates that around 18% of Bute & 36% of Cowal are off the gas grid.

#### 4.9 Local Housing Strategy (LHS) 2021-2026

As the strategic housing authority for Argyll and Bute, the Council has a statutory duty to develop, implement and monitor a Local Housing Strategy over a five-year planning cycle, based on a robust and credible Housing Need and Demand Assessment (HNDA) for the area. The current LHS for Argyll and Bute (2016-2021) is nearing completion and requires to be revised and submitted to Scottish Government Ministers in 2021. The planning process must be based on a robust process of consultation and stakeholder engagement.

The Council has carried out extensive engagement to inform both the revised HNDA and LHS, including a detailed HNDA Household Survey in 2019; an early engagement LHS survey in 2020; a virtual LHS Stakeholder Conference in November 2020; and other exercises for specific client groups. In addition, the outcomes of the CPP and LDP community engagement processes in recent years, focused on the Place Standard Toolkit sessions held for individual communities and

settlements, have also helped to inform the development of the next LHS, with Housing issues prominent in the feedback.

The level of response and input from individual Cowal & Bute residents and community representatives has been encouraging. Key priorities and issues have been identified at the local level and along with national and statutory requirements, these will establish the core vision, outcomes and objectives for the new LHS. An Option Appraisal exercise will follow in early 2021, to identify the actions and targets required to deliver the strategy over the next five years, and a consultative draft LHS will then be published for comment and feedback. Local area committees and community planning groups will be key stakeholders in that final phase of the strategy process.

## **5.0 CONCLUSION**

- 5.1 This report provides the detail of the Council Housing Services team activity in the Bute and Cowal area. There are a variety of housing issues within the area which are being tackled by Housing Services and partner agencies with the aim of delivering a functioning housing systems which meets the needs of the communities we serve.

## **6.0 IMPLICATIONS**

- 6.1 Policy - none
- 6.2 Financial - none
- 6.3 Legal - we must continue to deliver statutory housing functions
- 6.4 HR - none
- 6.5 Fairer Scotland Duty: positive in terms of delivering affordable housing
  - 6.5.1 Equalities - protected characteristics - none
  - 6.5.2 Socio-economic Duty – positive in terms of delivering affordable housing
  - 6.5.3 Islands – housing services are delivered on Bute
- 6.6 Risk - none
- 6.7 Customer Service - none

**Kirsty Flanagan**  
**Executive Director with the responsibility for Development and Economic Growth**

**Cllr Robin Currie**  
**Policy Lead for the Economy and Rural Growth**

11<sup>th</sup> January 2021

**For further information contact:**

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Tel: 01546 604 785

**APPENDICES**

Appendix 1 – Extract from LHS 2016 - 2021 (data as of 2016) Cowal

Appendix 2 – Extract from LHS 2016 - 2021 (data as of 2016) Bute

## Appendix 1 - Extract from LHS 2016 -2021 (data as of 2016) Cowal

COWAL	
Population	14,650
Households	7,139
Dwellings	8,284
Ineffective stock	1145
RSL Stock	1,436
Waiting List	292
Annual Lets	162
Pressure Ratio	2:1
Average House Price	£122,957
Average Income	£29,004
Affordability	4.2



**Cowal** is projected to see the highest rate of population and household decline of any HMA in Argyll and Bute if current trends continue. It is the mainland housing market most influenced by house purchasers from out with Argyll and Bute – only 50% of sales in the area are to local residents. Average house prices have actually been lower than most other HMAs in Argyll and Bute in recent years, while household incomes are roughly average for the authority, making this the second most affordable housing market area within the authority. Between 2003 and 2013 the total dwelling stock increased by over 5%, and currently Cowal accounts for around 18% of the authority's housing. At the time of the last census almost 14% of the dwelling stock was deemed ineffective to meet local needs, i.e. second/holiday homes and long-term vacant properties. Over the last decade 135 new RSL homes were completed in the area, bringing the total social rented stock in 2015 to 1,436 which is 17% of the Argyll and Bute total. There are approximately 2 waiting list applicants for every available let, and over 17% of all homeless cases are located here; therefore it is evident that despite recent development activity and ongoing population decline, a degree of unmet need remains.

#### Key issues for Cowal HMA:

Although the rate of population decline would suggest that a surplus supply might be generated from within existing housing stock and therefore the need for new build would be minimal; nevertheless there are ongoing levels of unmet need in terms of long waiting lists and relatively high homelessness, and a judicious, strategically planned programme of new build could in fact help to support economic growth and reverse the population decline.

The delivery of effective, targeted Housing Options services and Tenancy Support will also be priorities.

## Appendix 2 - Extract from LHS 2016 -2021 (data as of 2016) Bute

BUTE	
Population	6,410
Households	3,387
Dwellings	4,200
Ineffective stock	813
RSL Stock	1,099
Waiting List	127
Annual Lets	126
Pressure Ratio	1:1
Average House Price	£98,591
Average Income	£26,694
Affordability	3.7



**Bute HMA** is one of the least contained housing markets in Argyll and Bute, with only 46% of house sales going to local residents. Almost 34% of purchasers originate elsewhere in Scotland. Nevertheless, despite the lowest average household income in Argyll & Bute, it is by some way the most affordable area in the authority with a local average price to income ratio of 3.7. Due to a demolition/reconfiguration programme, it is the only area to have seen an actual decline in total dwellings – down by over 2% between 2003 and 2013, despite over 100 new build RSL homes completed since 2004/5. Over 19% of the general stock is unavailable to meet local need i.e. second/holiday homes or long-term vacant. In 2015, there were 1,099 RSL homes, which is over 13% of the total social rented sector in Argyll & Bute; and there are indications of potential over-supply in this sector, with relatively high annual turnover, areas of low demand, and the main landlords sustaining a number of voids within their stock.

#### Key issues for Bute HMA:

The main focus for Bute will be on maintaining, repairing, improving and managing the existing stock, across all tenures.

There is currently no evidence of need for additional, subsidised affordable housing for social rent and any new build should be concentrated in the private sector.

Tackling fuel poverty, improving energy efficiency and targeting Housing Options advice and assistance remain priorities; as does supporting those with particular needs to remain independent in their home or within the community as far as possible.

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**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
<b>March 2021</b>					
2 March 2021	Performance Review - Area Scorecard	Improvement and HR – Sonya Thomas	Quarterly Report	5 February 2021	
2 March 2021	Roads and Infrastructure Services Update	Development and Infrastructure	One off Report	5 February 2021	
2 March 2021	Strategic Housing Investment Plan (SHIP)	Director of Development and Infrastructure – Douglas Whyte	Annual Report	5 February 2021	
2 March 2021	Transport Update	Update by Chair	Quarterly	5 February 2021	As agreed at December 2020 meeting
2 March 2021	Lamont Bequest Applications	Legal & Regulatory Support – Stuart McLean		5 February 2021	
2 March 2021	Rothesay Townscape Heritage	Development and Economic Growth – Colin Fulcher	As required	5 February 2021	Exempt
<b>June 2021</b>					
1 June 2021	Performance Review - Area Scorecard	Improvement and HR – Sonya Thomas	Quarterly	7 May 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
1 June 2021	Supporting Communities Fund – Grant applications	Community Planning – Sharon MacDonald	Annual Report	7 May 2021	Moved from March as per changes to cut off dates agreed at Council in Nov 2020
1 June 2021	Transport Update	Update by Chair	Quarterly	7 May 2021	
1 June 2021	Major Projects Update – CHORD/ CARS/THI (where appropriate)	Development and Infrastructure	As appropriate	7 May 2021	
1 June 2021	Major Projects Update – Queens Hall	Head of Commercial Services - John Gordon		7 May 2021	Moved from March with agreement from Chair
1 June 2021	Roads and Amenities Revenue and Capital Update (completed to date/programmed for next period)	Development and Infrastructure Hugh O'Neill	Quarterly Report	7 May 2021	
1 June 2021	6 monthly HSCP – Local Report (Highlight local issues)	Health & Social Care Partnership – Charlotte Craig	Bi-Annual Report	7 May 2021	
1 June 2021	Primary School Report 2020/21 - Bute and Cowal	Education Services	Annual Report	7 May 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
1 June 2021	Cruach Mor and Clachan Flats Wind Farm Trusts	Legal & Regulatory Support – Stuart McLean	Annual Report	7 May 2021	
1 June 2021	Lamont Bequest Applications	Legal & Regulatory Support – Stuart McLean	As required	7 May 2021	Cut off for applications 15 May 2021
1 June 2021	TRO Update	Development and Infrastructure	On Off	7 May 2021	
<b>August 2021</b>					
31 August 2021	Performance Review - Area Scorecard	Improvement and HR – Sonya Thomas	Quarterly	6 August 2021	
31 August 2021	Roads and Amenities Revenue and Capital Update (completed to date/programmed for next period)	Development and Infrastructure Hugh O'Neill		6 August 2021	
31 August 2021	Annual Recycling Report (by area)	Development and Infrastructure John Blake	Annual Report	6 August 2021	
31 August 2021	Cruach Mor and Clachan Flats Wind Farm Trusts	Legal & Regulatory Support – Stuart McLean	Annual Report	6 August 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
31 August 2021	Charitable Trusts, Bequests and Trust Funds	Legal & Regulatory Support – Stuart McLean	Annual Report	6 August 2021	
31 August 2021	Supporting Communities Fund – End of Project Monitoring Report	Chief Executive – Rona Gold/ Samantha Somers	Annual Report	6 August 2021	
31 August 2021	Major Projects Update – CHORD/ CARS/THI (where appropriate)	Development and Infrastructure	As appropriate	6 August 2021	
31 August 2021	Winter Gritting Policy	Head of Roads and Amenity Services	Annual Report	6 August 2021	
31 August 2021	Strategic Housing Fund	Director of Development and Infrastructure – Douglas Whyte	Annual Report	6 August 2021	
31 August	Lamont Bequest Applications	Legal & Regulatory Support – Stuart McLean	As required	6 August 2021	Cut off for applications 15 August 2021
<b>December 2021</b>					
7 December 2021	Performance Review - Area Scorecard	Improvement and HR – Sonya Thomas	Quarterly report	12 November 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
7 December 2021	6 monthly HSCP – Local Report (Highlight local issues)	Health & Social Care Partnership – Charlotte Craig	Bi-Annual Report	12 November 2021	
7 December 2021	Secondary School Report - Dunoon Grammar School	Report by Head Teacher	Annual Report	12 November 2021	
7 December 2021	Secondary School Report – Rothesay Joint Campus	Report by Head Teacher	Annual Report	12 November 2021	
7 December 2021	ACHA Annual Update	Chief Executive - ACHA	Annual Report/Presentation	12 November 2021	
7 December 2021	HSCP Annual Performance Report	Health & Social Care Partnership – Charlotte Craig	Annual Report	12 November 2021	
7 December 2021	The Third Marquis of Bute’s Silver Wedding Dowry Fund	Legal & Regulatory Support / Stuart McLean	Annual Report	12 November 2021	
7 December 2021	Major Projects Update – CHORD/ CARS/THI (where appropriate)	Development and Infrastructure	As appropriate	12 November 2021	
7 December 2021	Lamont Bequest Applications	Legal & Regulatory Support – Stuart McLean	As required	12 November 2021	Cut off for applications 15 November 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
<b>Future Reports – dates to be determined</b>					
	Major Projects Update - Rothesay Pavilion	Development and Infrastructure Services - Jonathan Miles			Members receiving monthly briefings - report to AC once all planning relating to works to completion finalised & agreed by SMT/Council

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ARGYLL AND BUTE COUNCIL

BUTE AND COWAL AREA  
COMMITTEE

LEGAL & REGULATORY SUPPORT

2 MARCH 2021

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## LAMONT BEQUEST AWARD RECOMMENDATIONS

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### 1.0 EXECUTIVE SUMMARY

- 1.1 This report gives Members information regarding 8 applications that have been received for support from the Lamont Bequest.

### 2.0 RECOMMENDATIONS

- 2.1 The Bute and Cowal Area Committee are asked to:
- 2.1.1 agree to award £100 to each of the family applicants and £50 to each of the individual applicants who meet the criteria and;
  - 2.1.2 to refuse the 1 family application that does not meet the criteria of the Bequest.

### 3.0 DETAIL

- 3.1 The Bute and Cowal Area Committee on 01 December 2020 agreed new distribution arrangements for the Lamont Bequest, which had been established to support the poor of Kilfinan. In order to be considered for an award applicants must;
- 3.1.1 be in receipt of a qualifying benefit (Jobseekers Allowance, Employment Support Allowance, Income Support, or Universal Credit) and for those people who are employed/self-employed, they must be in receipt of some amount of Universal Credit as well (a nil payment due to deductions for earned income would mean they do not qualify);
  - 3.1.2 live within the Parish of Kilfinan, which includes everyone with a PA21 postcode; and
  - 3.1.3 be over the age of 16.
- 3.2 Furthermore, it was agreed that successful individual applicants would receive £50 while those applying on behalf of their family would receive £100.
- 3.3 Following agreement of the new distribution arrangements 8 applications have been received.
- 3.4 4 applications have been received on behalf of families. 3 of these applications are being recommended for award. A single application is recommended for

refusal as the applicant does not live within the PA21 postcode (please see appendices 1-4).

3.5 4 applications have been received on behalf of individuals, all of which meet the criteria and are therefore recommended for award (please see appendices 5-8).

3.6 The total funds available for distribution from the Lamont Bequest are approximately £6012. Should members be minded a total of £500 will be awarded during this award cycle.

## 5.0 CONCLUSION

5.1 Members are asked to consider applications that have been received for support from the Lamont Bequest and to approve the financial awards recommended within this report.

## 6.0 IMPLICATIONS

6.1 Policy	None
6.2 Financial	None, the Council acts as trustee for the Fund, it does not represent assets of the Council. However, there is a risk that the Council would have to repay the Trust if an objection was raised as to the use of the funds.
6.3 Legal	Area Committees, as Trustees, must ensure that the distribution arrangements comply with the terms of the funds, failure to do so would result in the Council being liable.
6.4 HR	None
6.5 Fairer Scotland Duty	None
6.5.1 Equalities – protected characteristics	None
6.5.2 Socio-economic Duty	None
6.5.3 Islands	None
6.6 Risk	None
6.7 Customer Service	None

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

**Policy Lead – Councillor Mary-Jean Devon**

01 February 2021

**For further information contact:**

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## **APPENDICES**

Appendix 1 – Family Application 1

Appendix 2 – Family Application 2

Appendix 3 – Family Application 3

Appendix 4 – Family Application 4

Appendix 5 – Individual Application 1

Appendix 6 – Individual Application 2

Appendix 7 – Individual Application 3

Appendix 8 – Individual Application 4

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