

# Public Document Pack

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

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24 November 2021

## NOTICE OF MEETING

A meeting of the **MID ARGYLL, KINTYRE & THE ISLANDS AREA COMMITTEE** will be held by **MICROSOFT TEAMS** on **WEDNESDAY, 1 DECEMBER 2021** at **10:00 AM**, which you are requested to attend.

Douglas Hendry  
Executive Director

## BUSINESS

1. **APOLOGIES**
2. **DECLARATIONS OF INTEREST**
3. **MINUTES**
  - (a) Minute of the Meeting of the Mid Argyll, Kintyre and the Islands Area Committee held on Wednesday, 1st September 2021 (Pages 5 - 10)
4. **PUBLIC AND COUNCILLORS QUESTION TIME**
5. **ARGYLL COMMUNITY HOUSING ASSOCIATION ANNUAL UPDATE** (Pages 11 - 30)  
Presentation by Chief Executive, Argyll Community Housing Association
6. **SECONDARY SCHOOL REPORTS**
  - (a) Islay High School Report (Pages 31 - 40)  
Report by Head Teacher
  - (b) Tarbert Academy Report (Pages 41 - 50)  
Report by Head Teacher
  - (c) Lochgilphead High School Report (Pages 51 - 62)  
Report by Head Teacher
  - (d) Campbeltown Grammar School Report (Pages 63 - 74)  
Report by Head Teacher

**7. ARGYLL AND BUTE HEALTH AND SOCIAL CARE PARTNERSHIP ANNUAL PERFORMANCE REPORT 2020/21 (TO FOLLOW)**

Report by Head of Strategic Planning, Performance and Technology - Argyll and Bute Health and Social Care Partnership

**8. ROADS AND INFRASTRUCTURE SERVICES UPDATE (Pages 75 - 78)**

Report by Executive Director with Responsibility for Roads and Infrastructure Services

**9. CHARITABLE TRUSTS, BEQUESTS AND TRUST FUNDS (Pages 79 - 86)**

Report by Executive Director with responsibility for Legal and Regulatory Support

**10. AREA SCORECARD FQ2 2021/22 (Pages 87 - 112)**

Report by Executive Director with Responsibility for Customer Support Services

**11. MID ARGYLL, KINTYRE AND THE ISLANDS AREA COMMITTEE WORKPLAN (Pages 113 - 116)**

**\* 12. NOTICE OF MOTION UNDER STANDING ORDER 13**

That the Mid Argyll, Kintyre and The Islands Area Committee request:

1. the Community Services committee who exercise the functions of the Council as Education Authority, to request the Executive Director with Responsibility for Education to prepare a report in respect to the potential for a proposal, in terms of the School (Consultation) (Sc) Act 2010 for a new Campbeltown Primary School which would replace the existing primaries of Dalintober and Castlehill; and
2. that the completed report is presented to a meeting of the Community Service committee for deliberation in early 2022.

Proposed: Councillor Donald Kelly

Seconded: Councillor Dougie Philand

**\* 13. TARBERT AND LOCHGILPHEAD REGENERATION FUND - ARDRISHAIG NORTH PUBLIC REALM FULL BUSINESS CASE (Pages 117 - 122)**

Report by Executive Director with Responsibility for Development and Economic Growth

**E1 (a) Tarbert and Lochgilphead Regeneration Fund - Ardrishaig North Public Realm Full Business Case (Pages 123 - 176)**

Exempt Appendix by Executive Director with Responsibility for Development and Economic Growth

**(b) Tarbert and Lochgilphead Regeneration Fund - Ardrishaig North Public Realm Risk Register (Pages 177 - 178)**

Appendix by Executive Director with Responsibility for Development and Economic Growth

Items marked with an "asterisk" are items, on the basis of information available at the time this Agenda is published, on which the Committee may not have delegated powers to act, and which may therefore require to be referred to the Council or another Committee, and that referral may depend on the decision reached at the meeting.

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.

## **Mid Argyll, Kintyre & the Islands Area Committee**

Councillor John Armour

Councillor Robin Currie

Councillor Donald Kelly

Councillor Douglas Philand

Councillor Sandy Taylor

Councillor Rory Colville (Chair)

Councillor Anne Horn

Councillor Donald MacMillan BEM (Vice-Chair)

Councillor Alastair Redman

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

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**MINUTES of MEETING of MID ARGYLL, KINTYRE & THE ISLANDS AREA COMMITTEE held by  
MICROSOFT TEAMS  
on WEDNESDAY, 1 SEPTEMBER 2021**

**Present:** Councillor Rory Colville (Chair)

Councillor John Armour	Councillor Donald MacMillan BEM
Councillor Robin Currie	Councillor Douglas Philand
Councillor Anne Horn	Councillor Alastair Redman
Councillor Donald Kelly	Councillor Sandy Taylor

**Attending:** Jim Smith, Head of Roads and Infrastructure Services  
Shona Barton, Committee Manager  
James Lafferty, Project Officer

**1. APOLOGIES**

The Chair welcomed everyone to the meeting.

There were no apologies for absence intimated.

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3. MINUTES**

**(a) Minute of the Meeting of the Mid Argyll, Kintyre and the Islands Area Committee held on Wednesday, 2 June 2021**

The Minute of the Meeting of the Mid Argyll, Kintyre and the Islands Area Committee, held on Wednesday, 2 June 2021, was approved as a correct record.

**4. PUBLIC AND COUNCILLORS QUESTION TIME**

Councillor Redman advised that he had received a large amount of correspondence from constituents on Islay in relation to bins overflowing, noting that there were concerns from local residents that when they had previously reported instances of fly tipping this had resulted in the removal of bins. He noted that he had raised this issue previously but had not been satisfied with the response received and wished to pursue this further. The Head of Roads and Infrastructure Services advised that generally bin services were reported to be working well and additional collections had been put in place in some areas as required. He also outlined information around commercial abuse of bin collections; fly tipping; and the lack of capacity for vehicles to service additional bins on their allocated runs.

Councillor Horn raised concerns around the B8001 road to Skipness, advising that she had previously raised this matter several times and the condition of the road continued to deteriorate. Councillor Horn asked if the repairs originally scheduled for Autumn would be proceeding, as they were required imminently. The Head of Roads and Infrastructure Services confirmed that repairs to the B8001 road were included in the Roads Capital Programme for the current financial year, and geotechnical work had been undertaken to

identify the causes of the issue. He noted that he was content that the road was stable at this time on the basis of the investigations which had been carried out. He advised that works had originally been planned for Autumn and asked for patience while the design work was completed and the procurement process initiated. He reassured the Committee that he was confident that the responsible team had the project in hand and that the work would be completed within the current financial year. He agreed to circulate information to Members, and via social media, in relation to an approximate timescale for works following a request from Councillor Currie. The Chair requested that details around the geotechnical issues encountered be provided in layman's terms alongside this information, to provide local residents and Members with a better understanding of the challenges being faced.

Councillor Horn advised that there had been reports of issues on the road to Ardnahoe distillery, as some cars appeared to be unaware of how to use the laybys. Councillor Horn reported that this was causing concern for those who regularly used the road. The Committee Manager agreed to raise this with the relevant officer following the meeting and to feedback any response to Members.

Councillor Horn reported concerns around ambulance delays and asked that information was requested as to the reasons for this, noting that she was aware of one instance where this had resulted in an unplanned overnight stay and delayed discharge from hospital. The Chair and Councillor Philand confirmed that they had also been advised of concerns around ambulance delays, and Councillor Philand noted that he had received a response from the Scottish Ambulance Service around this which he would be happy to pass to the Committee Manager to be shared with Members. Councillor Philand advised that he had also requested that a meeting be set up with the area officer for the Scottish Ambulance Service to discuss this.

Councillor Horn asked if the Council had been notified around the new smoke alarm legislation coming into effect soon, and asked if any such information could be circulated to Members as she had received a lot of correspondence in relation to this. The Committee Manager agreed to raise this with the relevant officer following the meeting and to feedback any response to Members.

Councillor Philand requested the support of the Committee in writing to the Lead Councillor for the Health and Social Care Partnership in relation to the Autism Strategy. Councillor Philand advised that he had been unable to receive a response as to the status of the strategy at this time, having pushed for this for a number of years alongside Councillor Horn, and would appreciate the support of the Committee as it was important for communities and local families. The Chair agreed that he would be happy to make a request to the Lead Councillor for the Health and Social Care Partnership in this regard, and would liaise with Councillor Philand and the Committee Manager around this following the meeting. Councillor Horn noted her agreement with what Councillor Philand had said and the requirement for action to be taken.

Councillor Armour highlighted an issue in relation to frequent closures of the Roding amenity site, noting that this had also been raised at the last meeting of the Committee. He noted that he was still getting a number of complaints from people who were finding the amenity site to be closed during scheduled opening hours, with no indication of when it would re-open, and the closures appeared to be happening far more often than they had previously. He advised that he had also raised an issue around parking in the vicinity of the site, and asked for these issues to be responded to. The Head of Roads and Infrastructure Services advised that he would be happy to investigate these concerns with Renewi and provide feedback on this to Members following the meeting. He noted that it

may be helpful to explore the ways in which signage and social media could be used to advise of any temporary closures and timescales for re-opening.

Councillor Armour expressed concern that the recent Campbeltown SURF award had not been adequately publicised. He noted that it had not been used to promote the town, and the good work undertaken by the Council and other agencies, to the extent that it should have been. Councillor Kelly endorsed these comments and advised that he would welcome further publicity of the award. The Committee Manager agreed to raise this with the relevant officer following the meeting and to feedback any response to Members.

Councillor Kelly advised that the condition of the old Post Office and the White Hart Hotel, as well as the external condition of the Aqualibrium, were detrimental to the works which were being carried out in Campbeltown. He noted that there had been a 25 year guarantee provided for the external paintwork and masonry when the Aqualibrium was originally built and it would be of benefit to investigate this prior to the guarantee running out as it had become an eyesore. He advised that the Council should also investigate any potential solutions to the old Post Office and White Hart hotel buildings. The Committee Manager agreed to raise this with the relevant officer following the meeting and to feedback any response to Members.

Councillor Kelly advised that, due to the condition of Castlehill and Dalintober Primary Schools, there was a requirement to initiate the process for a new Campbeltown Primary School to be built, particularly in light of the relevant timescales and required consultation procedures for such a project. The Committee Manager agreed to raise this with the relevant officer following the meeting and to feedback any response to Members.

Councillor Armour noted that he had received reports of issues with the cutting of the grass at Meadows playing field, which were causing issues for the local football teams who were trying to use it. He advised that local staff were doing their best, but there appeared to be an issue with the grass cutter which was not allowing the grass to be cut short enough. The Head of Roads and Infrastructure Services agreed to investigate this and provide a response to Members following the meeting.

### **5. ROADS AND INFRASTRUCTURE SERVICES UPDATE**

The Committee gave consideration to a report which provided an update on the recent activities of Roads and Infrastructure Services and highlighted works being undertaken which were of relevance to the Mid Argyll, Kintyre and the Islands area.

The Head of Roads and Infrastructure Services provided information in relation to questions raised at item 4 of the agenda at this point, as agreed by the Chair, and the details of these responses are recorded at item 4 of the minute.

#### **Decision**

The Mid Argyll, Kintyre and the Islands Area Committee considered and noted the contents of the report.

(Reference: Report by Executive Director with responsibility for Roads and Infrastructure Services dated July 2021, submitted)

### **6. RECYCLING PERFORMANCE**

The Committee considered a report which provided details on the council's recycling and landfill diversion performance along with national policy, targets and regulations which are likely to impact on future performance.

Councillor Armour highlighted that Kintyre Recycling Limited (KRL) had re-started recycling collections within a matter of weeks of lockdown occurring, noting that recycling collections were suspended for a much longer period of time for Council areas not serviced by KRL.

### **Decision**

The Mid Argyll, Kintyre and the Islands Area Committee noted and considered the details as outlined within the report, including the national policy drivers that would likely impact over the next few years.

(Reference: Report by Executive Director with responsibility for Roads and Infrastructure Services dated 1 September 2021, submitted)

## **7. LOCHGILPHEAD CARS - RECOMMENDATION OF GRANT AWARD**

The Committee considered a report which asked Members to agree a grant award to the owner of 1 Argyll Street, Lochgilphead, using Lochgilphead Conservation Area Regeneration Scheme (CARS) funding.

### **Decision**

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

1. to approve the grant offer of up to £186,801 to the owner of 1 Argyll Street, Lochgilphead; and
2. to delegate the issue of the grant contract to the Executive Director with responsibility for Development and Economic Growth, in consultation with the Chair of the Area Committee, only once all necessary checks had been completed.

(Reference: Report by Executive Director with responsibility for Development and Economic Growth, dated 26 July 2021, submitted)

## **8. AREA SCORECARD - FQ1 2021-22**

The Committee considered the Area Scorecard report for Financial Quarter 1 of 2021-2022 (April-June 2021), which illustrated the agreed performance measures.

The Committee Manager provided an update to the Committee from the Development Manager in relation to planning targets.

### **Decision**

The Mid Argyll, Kintyre and the Islands Area Committee;

1. noted and considered the performance and supporting commentary as presented in the report;
2. noted that upon receipt of the Quarterly Performance Report the Area Committee Members could contact either the Responsible Named Officer or the Performance Improvement Officer with any queries; and

3. noted that work was ongoing and to respond to the Performance Improvement Officer with requests or comments regarding the layout and format of the Performance Report and Scorecard.

(Reference: Report by Executive Director with responsibility for Customer Support Services, dated 1 September 2021, submitted)

## **9. ROADS AND INFRASTRUCTURE EXTERNAL CONTRACTS**

A report providing an update on Roads and Infrastructure Services activities which had been outsourced to external contractors and works provided to external bodies in the Mid Argyll, Kintyre and the Islands area over the last three financial years was before the Committee for noting.

### **Decision**

The Mid Argyll, Kintyre and the Islands Area Committee noted the contents of the report.

(Reference: Report by Executive Director with responsibility for Roads and Infrastructure Services, dated August 2021, submitted)

## **10. MID ARGYLL, KINTYRE AND THE ISLANDS AREA COMMITTEE WORKPLAN**

The Mid Argyll, Kintyre and the Islands Area Committee Workplan as at September 2021 was before the Committee for noting.

### **Decision**

The Mid Argyll, Kintyre and the Islands Area Committee noted the contents of the Workplan.

(Reference: Mid Argyll, Kintyre and the Islands Area Committee Workplan, submitted)

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Putting Our Tenants and Our Communities First



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

Area Committee

Alastair MacGregor

Chief Executive

1<sup>st</sup> December 2021



## Investment Programme in Mid Argyll, Kintyre and the Islands from stock transfer to date

Mid Argyll, Kintyre and the Islands		
Element	Install numbers	Spend
Windows and Doors	2246	£ 6,041,046.39
Kitchens and Bathrooms	2645	£10,635,107.00
Heating and Rewire	2283	£11,988,733.00
Roof and Roughcast	962	£16,737,470.32
Refurbishment	728	£ 6,518,594.40
<b>Total</b>	<b>8864</b>	<b>£51,920,951.11</b>



## Investment programme in Mid Argyll, Kintyre and the Islands 2021/22

Mid Argyll, Kintyre and the Islands	
Element	Projected numbers
Windows and Doors	6
Kitchens and Bathrooms	97
Heating and Rewire	3
Roof and Roughcast	
Refurbishment	
<b>Total</b>	<b>106</b>



## Windows and Doors

In previous years extensive programmes have been carried out, therefore the programme this year we will only be targeting the windows and doors that will fail the Scottish Housing Quality Standard (SHQS).

In line with the new energy efficiency standards we are now fitting triple glazed windows as standard.



## Kitchens & Bathrooms

Again substantial work has been carried out in previous years to install new kitchens and bathrooms.

This year the planned programme is to focus installing new kitchens and bathrooms and adapted bathrooms across the area as and when works are identified as needed



## Roof and Roughcast

The roof and roughcast programme is designed to ensure that we meet the Energy Efficiency Standard for Social Housing (ESSH) and SHQS and to provide our tenants with warmer homes that cost less to heat

Again we have carried out substantial works in previous years, the work programmed is to meet identified fails only in the above standards.

## Warm Homes Fund – Heating

Argyll Community Housing Association have been successful in securing £5 million of funding through the Warm Homes Fund in Partnership with OVO Energy (Formerly SSE). ACHA are investing a further £5 million match funding to the project.

We are currently installing 1045 Air Source Heat Pump heating systems throughout a number of the Associations properties which meet the criteria for this heating type.

The contract targets 845 Argyll Community Housing properties it also includes the potential for 200 private homes to benefit from this project.

## BEIS – Whole House Retrofit Programme

ACHA have won funding through a central government scheme to retrofit energy efficiency measures to 130 of our homes including, external wall, internal wall, under floor insulation, windows and doors and renewable heating systems.

We are retrofitting 48 houses in Mid Argyll & Kintyre and a further 22 on the islands.

The modelling work we have completed indicates that these homes may benefit from a 60% reduction in energy costs due to the retrofit project.

This project will cost £4.9 million with ACHA investing £3.2 million to improve our tenants homes.

## Exemplar Estates

ACHA has committed £300,000 per year for 5 years through our “Exemplar Estates” initiative to improve the environment in and around our properties. The works planned for this year are :

- Cowal Place, Dunoon
- Elizabeth Avenue, Dunoon
- Longhill Terrace, Rothesay
- Columshill, Rothesay
- Mill Road, Campbeltown

# Putting Our Tenants and Our Communities First



## Exemplar Estates



Before & after photos of fencing works completed at Struthan Terrace, Tیره



## Improvements to our Gypsy Travelling Persons Site

We have carried out substantial works to our site at Duncholgan including:

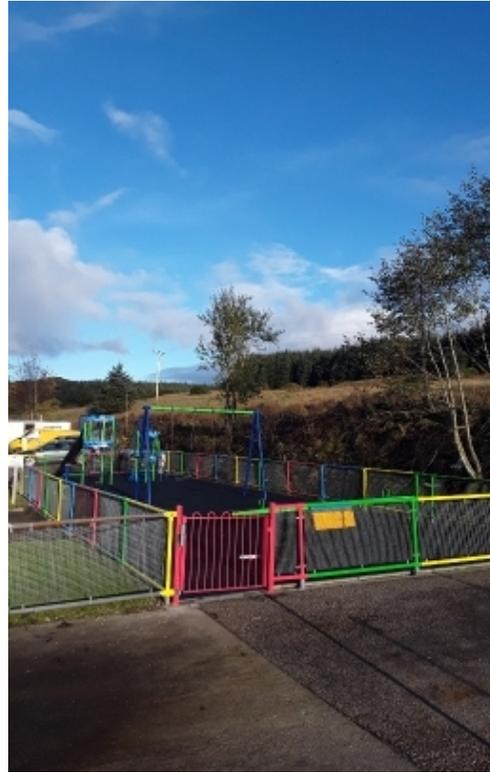
- Upgraded lighting
- Environmental works
- Increasing the size of the pitches
- Upgrades to the play area
- Some improvements have also been made to the road

Putting Our Tenants and Our Communities First

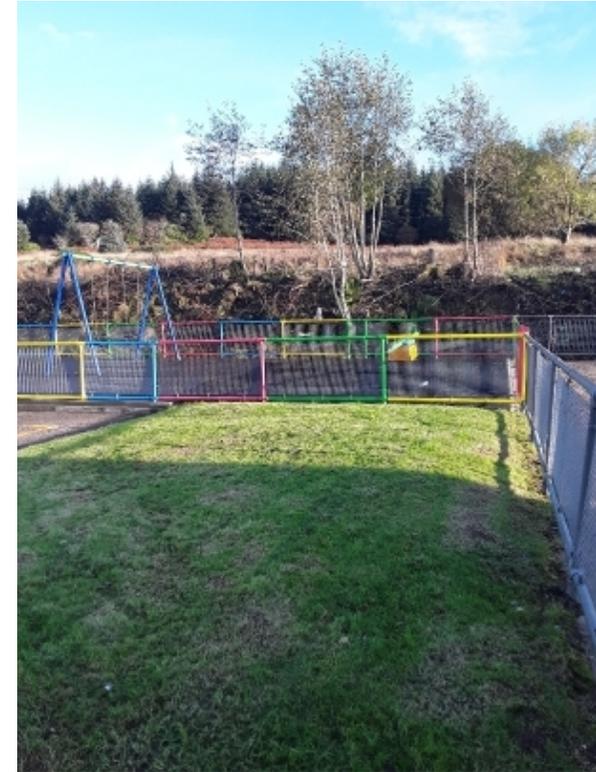
## Duncholgan Travelling Persons Site



Before



After



Putting Our Tenants and Our Communities First



# Building new homes in Mid Argyll Kintyre and the Islands

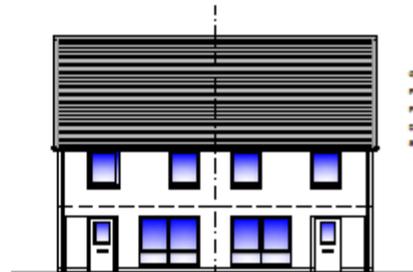
## Inveraray – ten new homes on site



# Building new homes in Mid Argyll Kintyre and the Islands Tarbert, on site four new homes



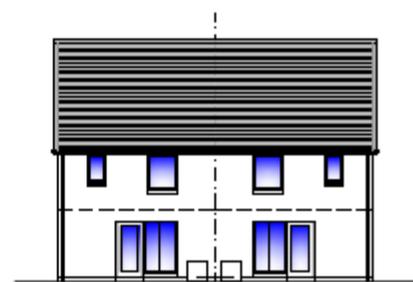
FIRST FLOOR PLAN



FRONT ELEVATION (Southwest)



GROUND FLOOR PLAN



REAR ELEVATION (Northeast)





## Building new homes in Mid Argyll Kintyre and the Islands

### Pipeline projects

Bowmore, Islay – 18 units - land purchase being finalised. Estimated site start; May 2022. Estimated completion; May 2023.

Port Ellen, Islay – 25 units, land purchased. Estimated site start 2023 with completion in 2024.

99/101 Millknowe, Campbeltown – planning approval achieved for conversion to two dementia-friendly properties

## Welfare Rights

The welfare rights service has continued to work through the pandemic and produced the following results:

Overall Income total for all areas    £1,844,195.30

Overall number of clients                    694

Area Updates	Total	Clients
Lomond:	£459,925.76	144
Oban, Lorn and Isles:	£445,248.77	175
Mid Argyll and Kintyre :	£425,399.44	179
Cowal and Bute:	£513,621.40	196

## Other Updates

- ACHA offices are currently still closed to the public in relation to Covid restrictions but we are preparing to open from Monday 10th January 2022 onwards, still offering remote / community based contact methods / appointments for those that prefer.
- We are currently trialling a hybrid working model with staff working at home and in the office to ensure that we continue to provide a high level of service relating to rents, letting houses, void turnaround, repairs, maintenance and health and safety servicing
- As of 30<sup>th</sup> October 2021 we had re-let 207 properties since we started re-letting in July and there were 74 voids available to let.

## Other Updates

**Dalintober, Campbeltown** – a consultation event was held on 30th January 2020 to look at the proposed designs for the competition. The design competition is now complete and the Architects have been appointed to complete the final design proposal. The Association is currently working closely with Argyll and Bute Council and Historic Environment Scotland to progress an application for the demolition of the existing buildings.

**ACHA's 10 10 10 initiative;** 9 schools in Argyll and Bute have benefitted from an award this year; Tarbert Academy and Inveraray Primary School were among the successful applicants.



## Other Updates

**ACHA's Community Action Fund;** we continue to welcome applications from all areas of Argyll and Bute for funding from the Community Action Fund. 9 registered charities have received an award so far in 2021/22.

## Other Updates

### Scottish Energy Efficiency Awards September 2021

The Association received The Housing Association / Landlord of the year award based on the combined programme of works in our Warm & Well Argyll project and the difference that this project has made to people's lives in our community since the project started.

ACHA's Chair, Councillor Roddy McCuish, and ACHA's Director of Property Services, Kirsteen McGinn with the award



## School Profile 2020/21

# Islay High School Area Committee Report November 2021



**School Name** Islay High School  
**School Address** Bowmore, Isle of Islay, Argyll, PA43 7LS  
**Head Teacher** Stephen Harrison

## **CONTEXT OF THE SCHOOL**

Islay High School is a non-denominational fully comprehensive secondary school with a roll of 212 and part of a cluster that includes five primary schools; four on Islay (Bowmore, Port Ellen, Port Charlotte and Keills) and one on Jura (Small Isles). The catchment area covers both islands of Islay (population about 3,000) and Jura (population about 200) and is rural, remote and isolated. The students from Jura commute to the school on a daily basis. Agriculture, distilleries and tourism are the main industries on the islands.

The school's curriculum model has S1 and S2 separately timetabled in the Broad General Education (BGE). S3 to S6 are all integrated in the Senior Phase, where pupils select 5 courses per year every year from the same option choice menu. This allows for much greater efficiency of staffing giving pupils much great personalisation and choice.

Due to the remoteness of the islands, the school is completely inclusive and by necessity caters for all students however complex and severe their needs are.

There is no Gaelic Unit in the school but Gaelic / Gaidhlig is taught for learner and native speakers to Higher level and even Advanced Higher if requested.

SIMD data shows that the catchment population fits into bands 4-7 but due to the small numbers concerned this does not accurately reflect a much wider range in poverty and affluence.

The school was awarded £6,200 in Pupil Equity Funding in session 2019/20. This money was used to employ a teacher for 0.2 FTE to work with vulnerable children to help them access the curriculum, to develop their self-esteem and confidence, and to support school attendance.

The school has a high percentage of pupils with ASN. One third of the school roll have ASN and this includes two autistic pupils with severe and complex needs, whose behaviour regularly results in harm to staff and damage to property. 37 pupils, nearly one fifth of the school roll have child plans.

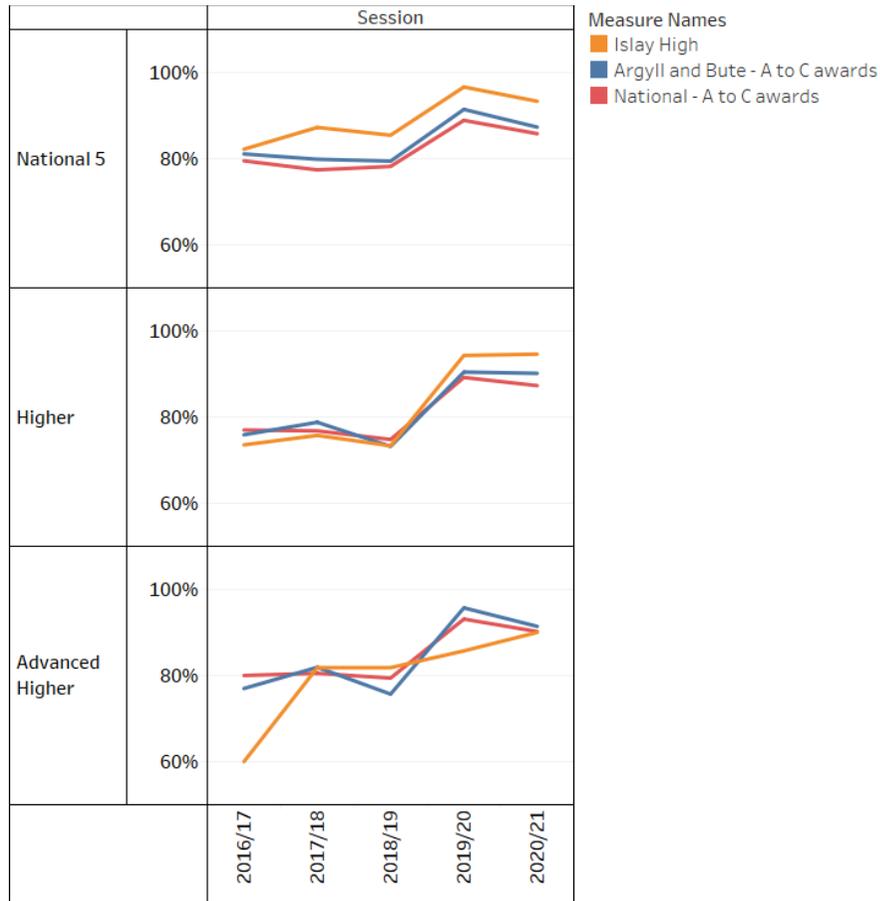
## Recognising Wider Achievement

<b>Description of course</b>	<b>Level</b>	<b>Results</b>
Computer Game Development	Level 6	1 Pass, 1 DNF
NPA Beauty	Level 4	4 Passes
Hairdressing SFW	Level 4	2 Passes, 1DNF
NPA Business	Level 5	
NPA Business	Level 6	

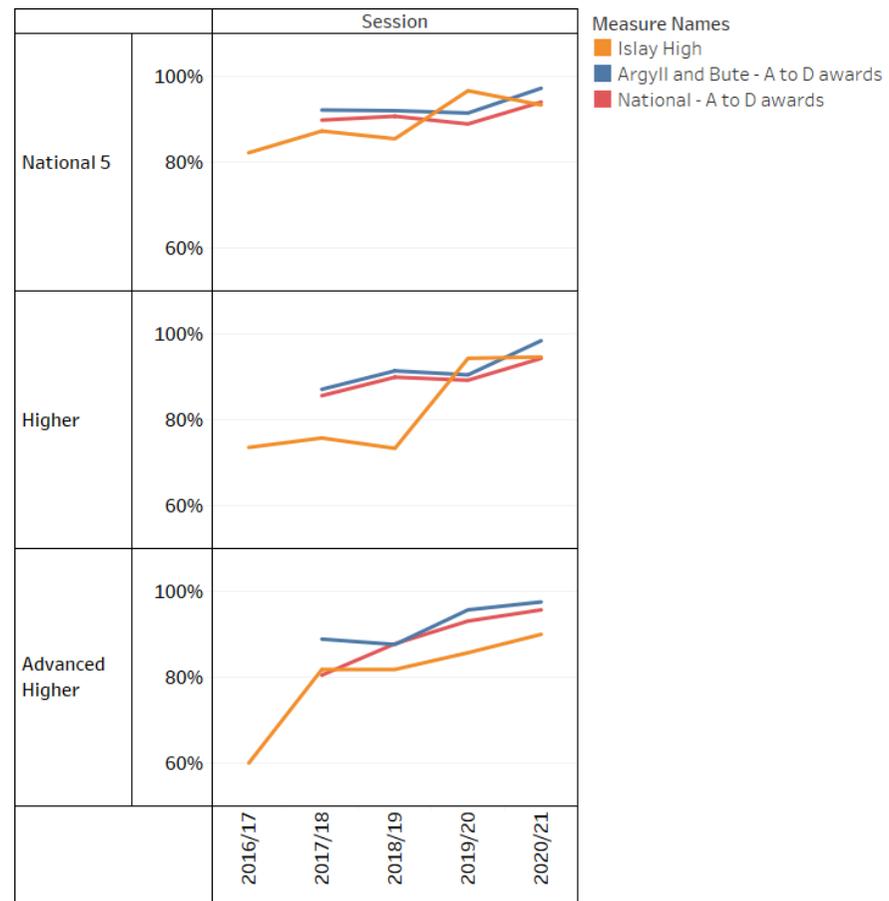
Disappointingly, we had pupils timetabled to also do Construction and Hospitality but Argyll College were not able run these courses due to a lack of tutors.

## SQA Results

### Levels A to C



### Levels A to D

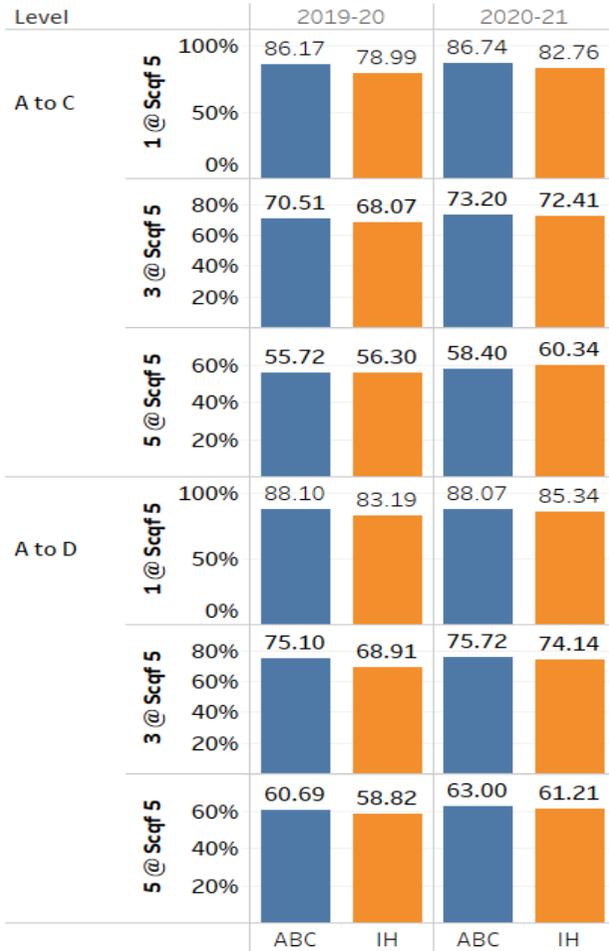


As you can see the percentage pass rates for Higher and National 5 are very good and significantly surpass the Argyll and Bute as well as the National averages. However, this is not a particularly valuable measure of attainment. The Advanced Higher results are not statistically significant due to the low numbers taking these courses.

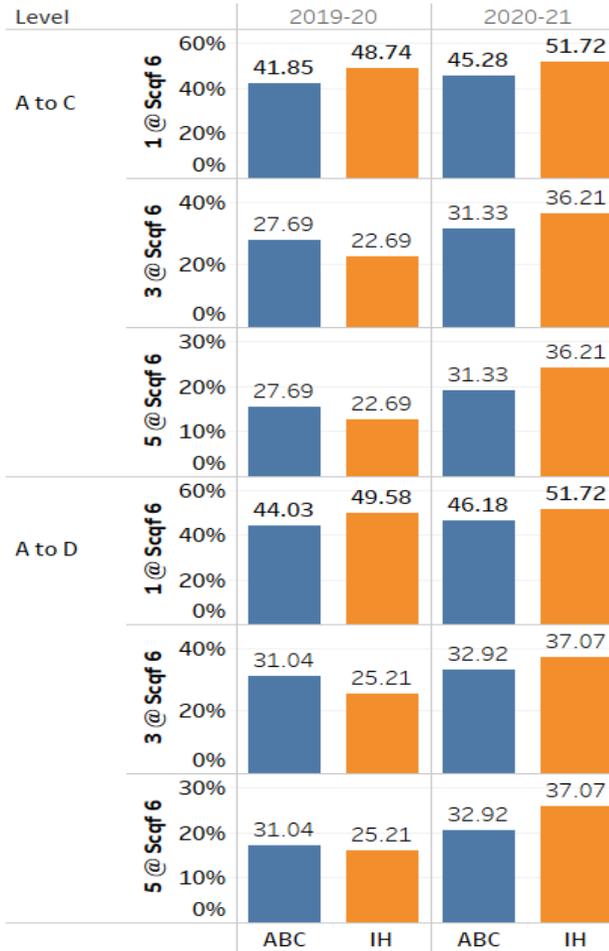
## Breadth & Depth

The chart below shows SQA Breadth and Depth information for S4 to S6 (Acc)

### SCQF - Level 5



### SCQF - Level 6



### SCQF - Level 7



There is a marked increase in SCQF values from 2019 to 2020 at National 5 and an even more marked increase at Higher level. This can be attributed to changes in ability levels between cohorts. In addition to that, attainment was assessed differently from 2020 to 2021 and therefore it is very difficult to make any valid conclusions.

### **Pupil and staff well-being**

The majority of pupils have come through the two lockdowns, together with the blended and home learning, incredibly well and have shown tremendous resilience in doing so. However, a small but significant number of pupils have struggled and there is clearly an increase in anxiety and stress among this group of pupils. We are now also seeing an increase in school refusers and attendance has dropped as a result. Every effort is being made to support these pupils and the school is using all available resources (PEF funding) and partners (School nurse, MAYDS counsellors, A&B counsellors, Educational Psychologist and CAMHS) to provide this support.

The staff, both teaching and non-teaching, have been remarkable. They have pulled all the stops out to ensure that whatever the circumstances, the teaching has continued, the pupils (and their families) have been supported whether that be in school or at home. Incredibly, despite the enormous challenges, the rapid changes and the stresses of the situation, the morale and wellbeing amongst the staff has remained high. They all deserve a huge amount of praise and I cannot thank them enough for all the effort that they have put in over the last year or two.

### **Blended and home Learning**

The school adopted Microsoft Teams to deliver courses during the two lockdowns for home learning as well as during the period of blended learning. This generally worked very well. Separate timetables were set up for the period of home learning during the lockdown and for the period of blended learning. Teachers adapted and learnt very quickly how to make the most of MS Teams. Fortunately all our pupils are issued with their own tablet devices so that was never an issue. The main issue for a small minority of families was poor connection on the island in specific areas and this has not been resolved.

### **Contingency planning**

Should we need to, the school could easily go back to a blended learning or home learning situation if required. Timetables are set up and ready to go.

### **School successes**

The biggest success has been how well the school community has pulled together through this pandemic and we're coming out of this pandemic stronger and more resilient as a result.

## Overview

Measure	16/17	17/18	18/19	19/20	20/21	% change in Roll over 5 years <sup>1</sup>
Roll (as at census)	222	209	199	203	211	-4.95%
Clothing and Footwear Grant (number of pupils) <sup>3</sup>	10	13	18	20	19	
Clothing and Footwear Grant (% of number of pupils)	4.5%	6.22%	8.74%	9.62%	8.72%	
Clothing and Footwear Grant (%) - Authority Average <sup>2</sup>	12.98%	11.77%	14.59%	15.96%	15.45%	
Free School Meals (number of pupils) <sup>3</sup>	7	10	16	16	14	
Free School Meals (% of number of pupils)	3.15%	4.78%	7.77%	7.69%	6.42%	
Free School Meals (%) - Authority Average <sup>2</sup>	10.53%	9.45%	11.31%	10.75%	12.34%	
Free School Meal - National Average for Secondary Schools (%) <sup>4</sup>	14.1%	14.40%	15%	15.6%	Not available	

## Attendance, Absence and Exclusions<sup>8</sup>

Measure	16/17	17/18	18/19	19/20	20/21	Range of Attendance (%) over 5 years <sup>8</sup>
<b>Attendance:</b>						
Attendance (% of school roll)	93.11%	93.89%	93.33%	90.61%		
Authorised Absence (% of school roll) <sup>8</sup>	3.93%	4.49%	4.76%	6.83%		
Unauthorised Absence (% of school roll)	3.11%	2.40%	1.91%	2.55%		
Attendance Number of Pupils (%) - Authority Average <sup>1</sup>	91.58%	91.24%	90.3%	90.01%		
Attendance Number of Pupils (%) - National Average <sup>9</sup>	91.2%	Not collated	90.7%	Not collated		

Measure	16/17	17/18	18/19	19/20	20/21 <sup>6</sup>
<b>Exclusions:</b>					
Exclusion Openings - number	5	4	0	0	0
Exclusion Incidents - number	2	1	0	0	0
Number of Pupils	*	*	0	0	0

The drop in attendance from 2019/20 to 2020/21 will primarily be down to the increased anxiety and stress levels on a significant number of pupils. I would expect the attendance levels to drop even further in 2021/22.

For the third year running, we have avoided any need for exclusions.

## **Footnotes**

<sup>1</sup> Please note the % change in Roll over 5 years shows the percentage change in roll figures from 2016/17 to 2020/21 and is not an average.

<sup>2</sup> averages based on Secondary only

<sup>3</sup> FSMCG % based on whole school figures for session

<sup>4</sup> National average for FSM taken from School Healthy Living Survey Statistics 2020

<sup>5</sup> Attendance, Absence and Exclusion information is now collected on a biennial basis by Scottish Government.

<sup>6</sup> Exclusion data taken from Business Intelligence – Session 2020 – EXC 6 Individual School Cumulative Report

<sup>7</sup> attendance change figure shows percentage of change and is not an average

<sup>8</sup> Authorised absence includes bereavement, short – term exceptional domestic situations, religious observance, weddings of immediate family. Unauthorised absence includes truancy, unexplained absence and most family holidays during term time. Attendance and absence is outlined in Management Circular 3.03.

<sup>9</sup> National attendance statistics taken from Scottish Government Summary statistics for schools in Scotland.

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**Tarbert Academy**  
**Area Committee Report December 2021**



## School Profile 2021/22

**School Name** Tarbert Academy  
**School Address** School Road, Tarbert, PA29 6TE  
**Head Teacher** Neil McKnight

### **CONTEXT OF THE SCHOOL**

#### CONTEXT OF THE SCHOOL

Tarbert Academy is a 2-18 school located in the village of Tarbert comprising three stages of schooling. The Pre-5 unit serves the village and near environs of Tarbert. The Primary serves the village and the surrounding community; and the Secondary serves the communities of South Knapdale and North Kintyre. In addition to its own Primary, the school's associated Primary is Clachan Primary School. Pupils in Rhuna haorine Primary School and Gigha Primary School can decide between Tarbert Academy and Campbeltown Grammar School - as both are funded for transport - with almost all choosing Tarbert Academy for secondary education.

The current school roll is 245 pupils with 23 (increasing to 26 eventually) in Pre-5, 117 in Primary and 105 in Secondary.

Our staffing comprises 26 teachers with 7 in Primary and 19 in Secondary, some of whom work part time. In addition, learning and teaching is supported by Pre-5 staff, technicians and classroom assistants. The school also has an allocation of Additional Support Needs staff from the Authority.

The Head Teacher is supported by a Depute Head Secondary, Depute Head Primary, Depute Head Pupil Support and 7 Principal teachers

In our school office we are currently staffed by a senior clerical assistant and three clerical assistants

The original school building was constructed in 1896 and is still used today. New accommodation was phased in during the mid-1990s and is used to house the Primary, Assembly Hall, Office and School Kitchen. In the year 2000, the school also became home to our Pre-5 unit and in 2014 an Early Level classroom with its own toilet block, kitchen and outdoor play area was built in the Primary Department to comply with the 600h Pre5 entitlement. This classroom was extended in July/August 2019 to comply with the 1140h Pre5 entitlement from October 2019.

SIMD distribution is between decile 4 and 7 with no clear attainment gap (SIMD 4 pupils often outperform SIMD 7 pupils). £16908 PEF was allocated to the school for 2020/21 and is being used to help improve attainment/wellbeing of targeted pupils including those receiving free school meals.

Our S3 pupils choose up to 9 subjects in October and in April/May of S4 will be assessed at N3, N4 or N5 level.

Our S5/6 pupils can study up to 5 subjects at N4/N5/Higher and Advanced Higher levels.

We can be very flexible and can offer alternative curriculum structures to individuals as required e.g. flexible learning plans involving extended work placements or Skills for work courses at Argyll College.

### **Recognising Wider Achievement**

We normally have a strong DofE group with DofE being offered to all pupils from S3 – we have of course had to postpone all DofE activities due to Covid 19

We offer Personal Development Awards and leadership awards to senior pupils

We offer Work experience and volunteering opportunities and other skills development activities

The Community Learning team offer various opportunities to young people including outdoor education

Last year we were able to offer further outdoor education opportunities to primary and secondary pupils due to Covid funding

We use local resources to supplement the curriculum e.g. the Rural Skills course involved looking after the Castle sheep and pupils were involved in Archaeological digs around the Castle.

## SQA Performance

### School Roll

School roll as at Census	S4	S5	S6
2020/21	19	16	14

As you can see from the data below, we had another very good set of SQA attainment results this year:

4 out of 19 S4 pupils achieved 9 N5 passes at A-C with which is a fantastic achievement for those individual pupils

Our N5 A-C pass rate is 86% compared to the national value of 86% and A&B value of 87%

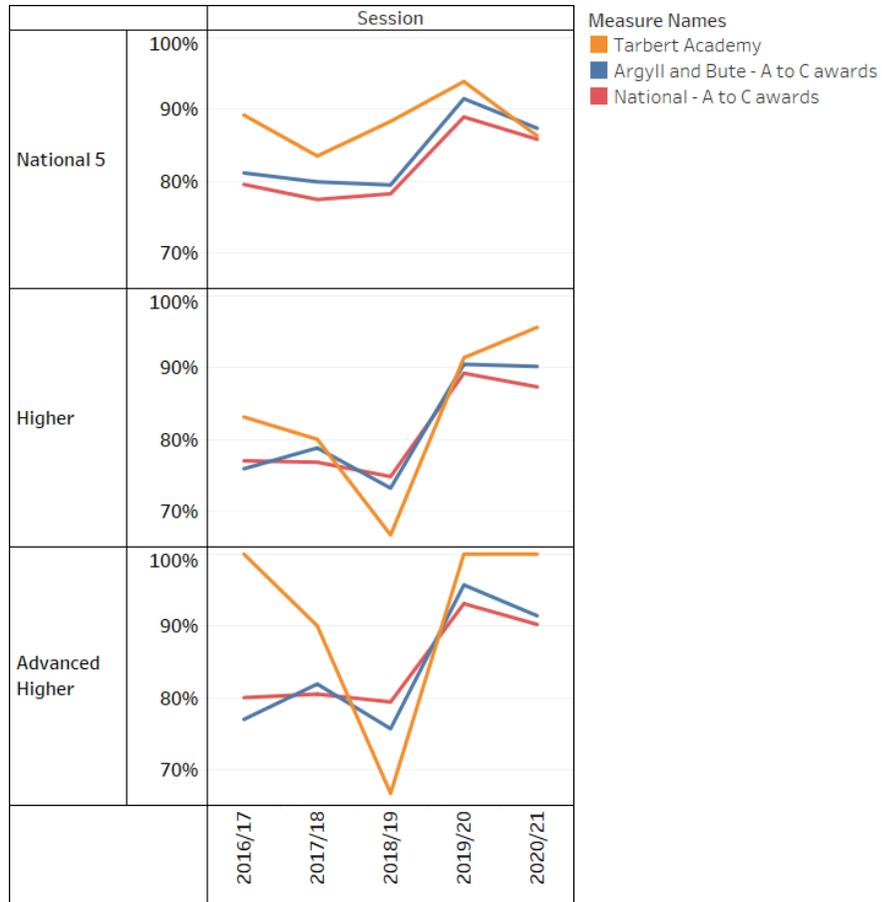
3 out of 11 S5 pupils achieved 5 Higher passes at A-C with 1 pupil attaining 5 As which is an outstanding achievement

8 out of 11 S5 pupils achieved 3 Higher passes at A-C

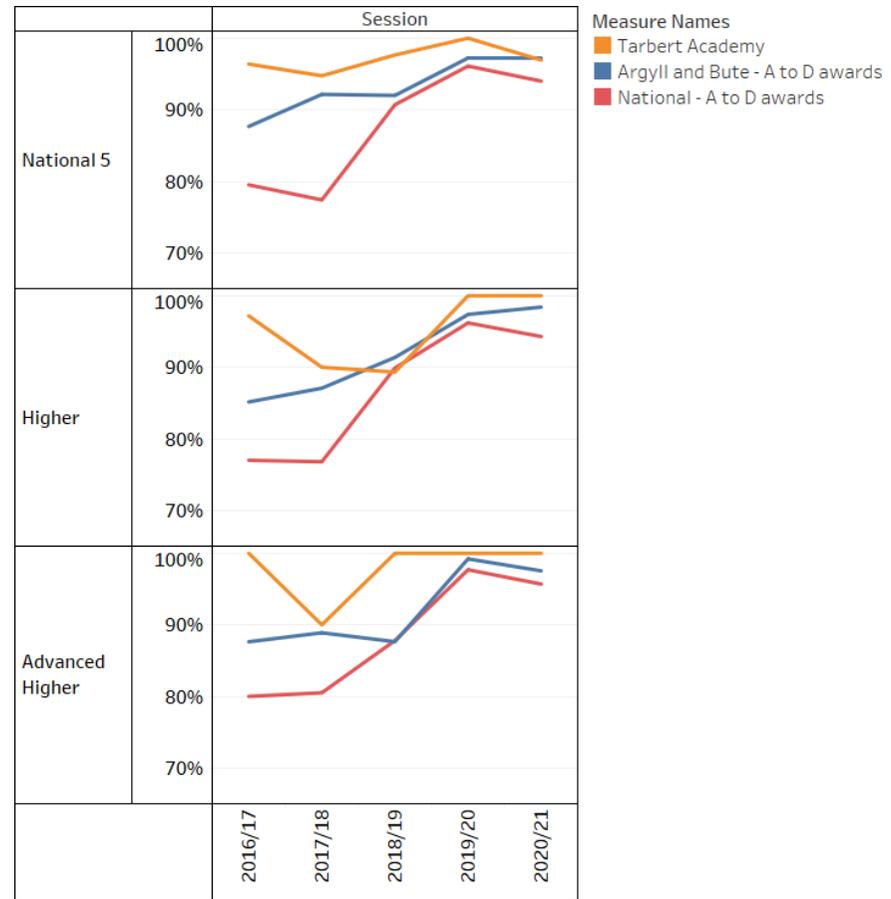
Our Higher A-C pass rate was 96% compared to the national value of 87% and A&B value of 90%

Our AH A-C pass rate was 100% compared to national value of 90% and A&B value of 91%

## Levels A to C



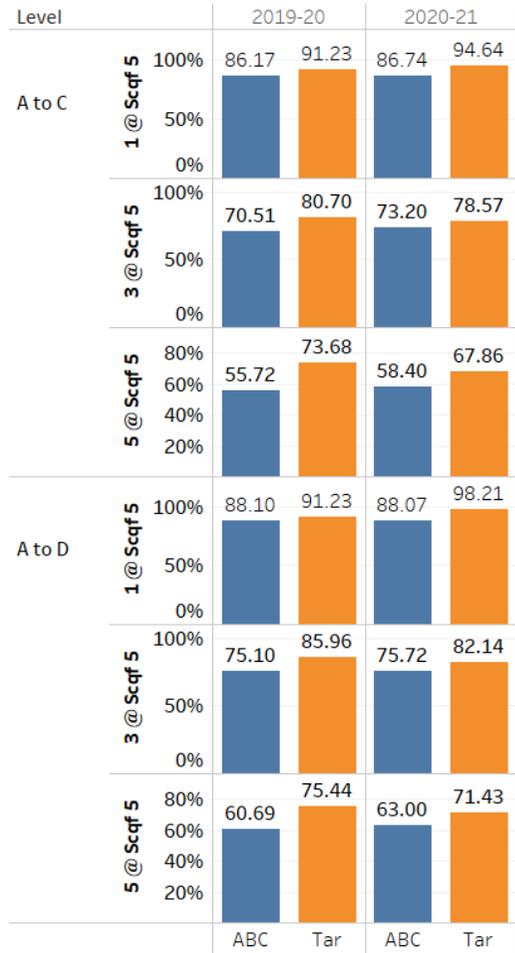
## Levels A to D



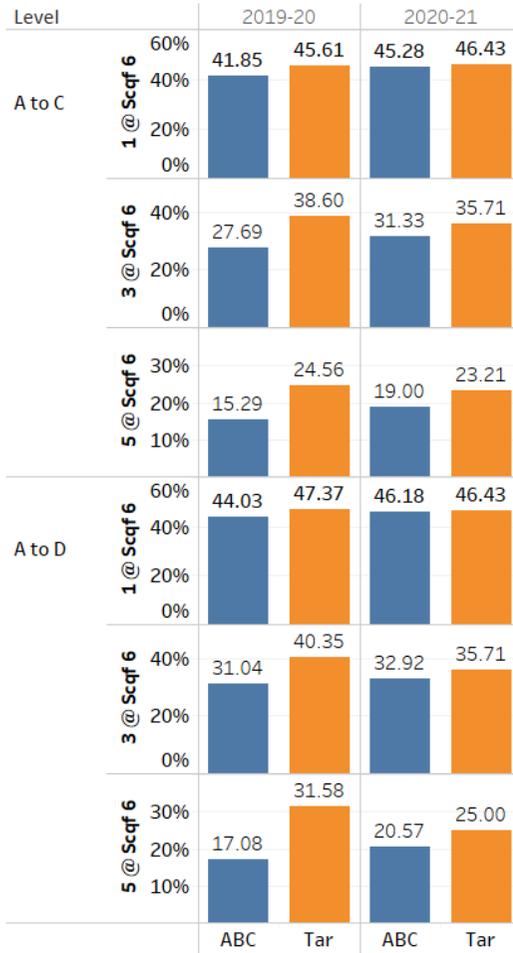
## Breadth & Depth

The chart below shows SQA Breadth and Depth information for S4 to S6 (Acc)

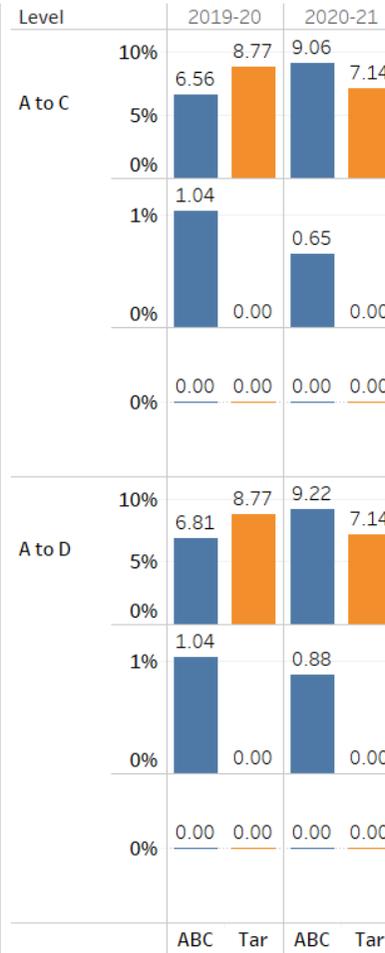
SCQF - Level 5



SCQF - Level 6



SCQF - Level 7



## **Pupil Wellbeing**

This continues to be a stressful time for pupils, especially those studying for national qualifications

We have a system of Learning Coordination in place where a member of staff meets with a pupil each month or so to give him/her an overview of their progress based on tracking & Monitoring by teachers. Last year we added a wellbeing check to these meetings and the process is now being used, alongside PSHE lessons, to help ensure that each pupil has access to strategies to ensure good mental health and build resilience.

Staff also keep an eye on bubble classrooms at breaks and lunch and offer support when necessary.

Last year we increased the frequency of our 2-18 Pupil Support Team meetings from fortnightly to weekly and these meetings continue to be used to keep an eye on any issues arising with pupil wellbeing.

All staff have received training on the effects of Trauma on wellbeing and mental health and there is a well-established system of referrals to Guidance in Secondary or PT/DHT in Primary. We make use of A&B Schools counselling service, and they are currently supporting several students. Some pupils have also been referred to CAMHS and we can also offer counselling via MAYDS.

Pupils comply well with Covid safety procedures like wearing face masks, sanitising hands and surfaces, keeping to their bubbles and using the one way system.

In line with our new school anti-bullying policy, all staff received RespectMe refresher training in August. Any issues arising since have been addressed using a restorative approach. This has seen incidents dealt with in an emotionally intelligent way that prioritises the emotional and physical safety of all involved. The interventions undertaken have been received very well by pupils and parents/carers

## **Staff wellbeing**

This is of course also a stressful time for staff and as part of their Trauma training received last year they were encouraged to keep an eye on colleagues and offer help or pass on concerns to SLT as necessary. SLT offer support and external contact with support services as appropriate.

Staff also comply well with Covid safety procedures and they were fully consulted when setting up the new systems and risk assessments.

## **Blended and home Learning**

During lockdown, plans for home learning were successfully implemented using SeeSaw in ELC/Primary and Google Classroom in Secondary. Feedback from parents and pupils was good.

We continue to use SeeSaw and Google Classroom to support pupil absence

## **Contingency planning**

We are ready to go with SeeSaw or Google Classroom to support partial closure, individual class isolation or full school closure.

Before the October break we had to ask pupils of P2/3 and P5/6 to self-isolate and used SeeSaw to support home learning

## **School successes Overview**

Our attainment results continue to be very good with insight data well above the virtual comparator in most charts.

We are receiving an increasing number of placing requests which is having a very positive effect on our school roll.

Despite Covid we have managed to hold several events which have helped maintain staff and pupil morale – the following are a couple of examples:

We held a MacMillan coffee morning for pupils and staff which raised £300 for MacMillan Cancer Support.

We had a very successful Halloween day on Friday 29<sup>th</sup> October raising funds for charity – S5/6 pupils did a fantastic job decorating the school and many ELC/Primary/Secondary pupils and staff dressed up in spooky costumes.

Measure	16/17	17/18	18/19	19/20	20/21	% change in Roll over 5 years <sup>1</sup>
Roll (as at census)	92	95	101	102	99	7.61%
Clothing and Footwear Grant (number of pupils) <sup>3</sup>	6	8	7	6	9	
Clothing and Footwear Grant (% of number of pupils)	6.52%	8.42%	6.6%	5.83%	8.49%	
Clothing and Footwear Grant (%) - Authority Average <sup>2</sup>	12.98%	11.77%	14.59%	15.96%	15.45%	
Free School Meals (number of pupils) <sup>3</sup>	*	6	6	*	6	
Free School Meals (% of number of pupils)	*	6.32%	5.66%	*	5.66%	
Free School Meals (%) - Authority Average <sup>2</sup>	10.53%	9.45%	11.31%	10.75%	12.34%	
Free School Meal - National Average for Secondary Schools (%) <sup>4</sup>	14.1%	14.40%	15%	15.6%	Not available	

### Attendance, Absence and Exclusions<sup>8</sup>

Measure	16/17	17/18	18/19	19/20	20/21	Range of Attendance (%) over 5 years <sup>8</sup>
<b>Attendance:</b>						
Attendance (% of school roll)	92.70%	91.05%	92.51%	92.52%		
Authorised Absence (% of school roll) <sup>8</sup>	5.34%	6.49%	5.68%	5.83%		
Unauthorised Absence (% of school roll)	1.92%	2.43%	1.74%	1.58%		
Attendance Number of Pupils (%) - Authority Average <sup>1</sup>	91.58%	91.24%	90.3%	90.01%		
Attendance Number of Pupils (%) - National Average <sup>9</sup>	91.2%	Not collated	90.7%	Not collated		

Measure	16/17	17/18	18/19	19/20	19/20 <sup>6</sup>
<b>Exclusions:</b>					
Exclusion Openings - number	14	12	25	18	3
Exclusion Incidents - number	4	3	6	4	1
Number of Pupils	*	*	*	*	*

### Footnotes

<sup>1</sup> Please note the % change in Roll over 5 years shows the percentage change in roll figures from 2016/17 to 2020/21 and is not an average.

<sup>2</sup> averages based on Secondary only

<sup>3</sup> FSMCG % based on whole school figures for session

<sup>4</sup> National average for FSM taken from School Healthy Living Survey Statistics 2020

<sup>5</sup> Attendance, Absence and Exclusion information is now collected on a biennial basis by Scottish Government.

<sup>6</sup> Exclusion data taken from Business Intelligence – Session 2020 – EXC 6 Individual School Cumulative Report

<sup>7</sup> attendance change figure shows percentage of change and is not an average

<sup>8</sup> Authorised absence includes bereavement, short – term exceptional domestic situations, religious observance, weddings of immediate family. Unauthorised absence includes truancy, unexplained absence and most family holidays during term time. Attendance and absence is outlined in Management Circular 3.03.

<sup>9</sup> National attendance statistics taken from Scottish Government Summary statistics for schools in Scotland.



## School Profile 2020/21



## Lochgilphead High School Area Committee Report December 2021

## School Profile 2020/21

<u>School Name</u>	Lochgilphead High School
<u>School Address</u>	Lochgilphead Joint Campus, Kilmory, Lochgilphead PA31 8AA
<u>Head Teacher</u>	Ann Devine

### CONTEXT OF THE SCHOOL

Lochgilphead High School is part of a 3-18 campus and benefits from a stunning location overlooking the loch. We have excellent outdoor facilities and lots of safe forestry land around us which give extensive opportunities to promote health and wellbeing and wider achievement.

The core values of the campus are: **respect, achievement, equity** and **ambition** and we strive to work with parents and the wider community to help every pupil fulfil her or his potential. We have a skilled and dedicated group of staff, both teaching and non-teaching and, we believe, the most friendly, polite and pleasant pupils in Argyll.

Our ethos reflects our values, with an emphasis on encouragement, high expectations and the development of personal responsibility and self-discipline. We maintain the focus on academic attainment – and always will – while also building a curriculum delivering a range of courses which help pupils to become well-rounded individuals who can contribute to society and achieve personal fulfilment.

We have fully embraced *Curriculum for Excellence* and have now fully implemented the new national qualifications, the fruition of a huge amount of work by teachers over a number of years. We see almost all of our pupils leave to a positive destination, many of whom keep in touch with members of staff for several years after leaving us, demonstrating the strength of the relationships between staff and pupils which are such a vital part of the success of the school.

## CURRICULUM

All pupils follow a ***broad general education*** in S1, S2 and S3, with an element of personalisation built in at the end of S2, when pupils are allowed to choose 9 subjects. The broad general education is designed to deliver the subject outcomes, to promote the development of literacy, numeracy and health and wellbeing and to offer appropriate progression to national qualifications.

In S4, most pupils opt for 7 subjects which will lead to a national qualification at an appropriate level. This is the beginning of the ***senior phase*** of education, with further specialisation in S5 and S6 where a maximum of 5 subjects can be studied each year.

A number of Skills for Work courses - delivered in partnership with Argyll College - are embedded in the senior phase and the development of excellent Employer Partnerships has allowed us to create Flexible Learning Plans to meet the needs of individual pupils from S4 onwards. Short term placements and work-shadowing opportunities are provided for many students to enhance their skills and help with decision-making about further education, training and employment. The introduction of YASS courses in S6 has also been highly successful and we have had a number of pupils successfully completing Foundation Apprenticeships over recent sessions.

## PUPIL EQUITY FUNDING

As a school which is fully committed to the principle of social justice, it is essential that the additional funding provided by the government to help improve the attainment of those pupils affected by social deprivation is used correctly – that is, ethically and transparently. So far, we have invested in the creation of a nurture room to support the learning and behaviour of a targeted group of pupils; we have devised and delivered a literacy intervention programme for a small group of S1 pupils; we have created small tutorial groups to deliver a skills-based curriculum to small groups; we have invested in equipment – bicycles – to create opportunities to improve health and wellbeing; we have provided breakfast every morning for any pupil who wants it; we have employed a Family Liaison worker to support children and families to improve attendance and engagement with school; we have employed a teacher of Literacy and Numeracy to work with targeted groups/individual pupils to close the attainment gap; and we have created a temporary post of Principal Teacher of Raising Attainment to build greater capacity among the whole staff by providing training and information related to specific groups of pupils. Last session, all pupils in S1 and S2 were provided with a Chromebook, thus eliminating any inequity of opportunity related to the possession of appropriate equipment.

## Partnerships and Wider Achievement

### Recognising Wider Achievement

Students continue to achieve excellent results in a range of courses delivered in partnership with Argyll College

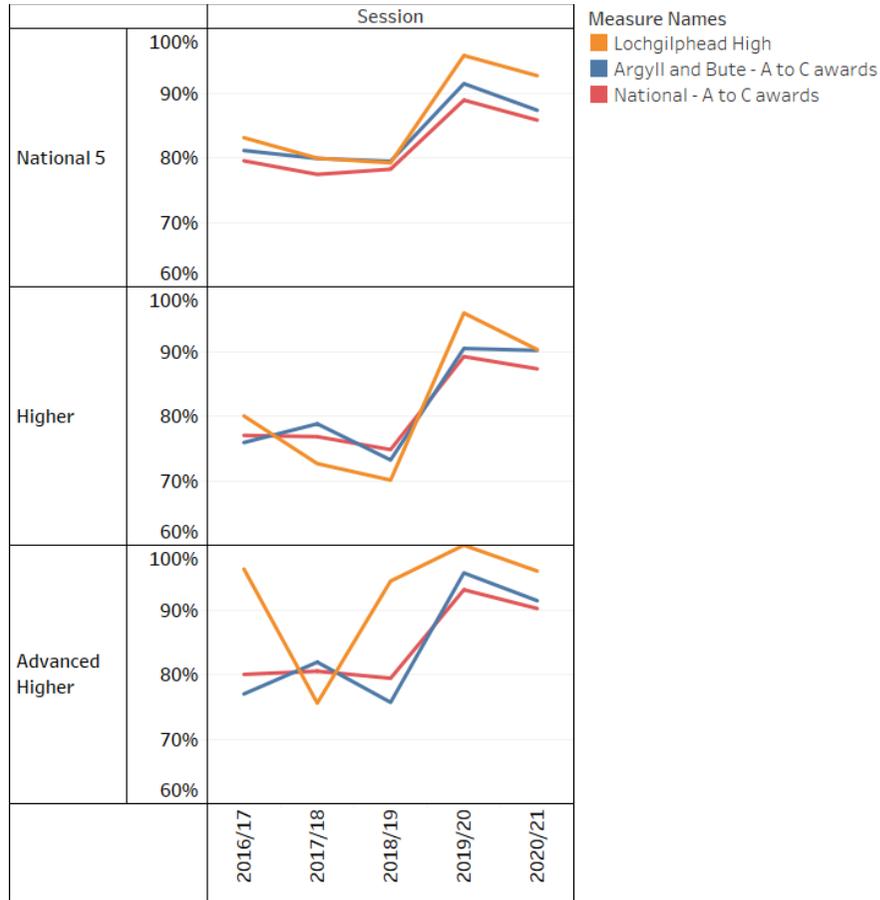
Course	Level	Passes
Psychology	SCQF Level 6	4
Environmental Science	SCQF Level 6	2
Foundation Apprenticeship in Social Services – Children and Young People	SCQF Level 6	3
Computer Games Development	SCQF Level 6	3
Construction Skills	SCQF Level 5	2
Engineering Skills	National 5	9
Sport and Recreation	National 5	7
Construction Craft and Technician	SCQF Level 4	10
Engineering Skills	National 4	7
Early Learning and Childcare	National 4	4

**School Roll**

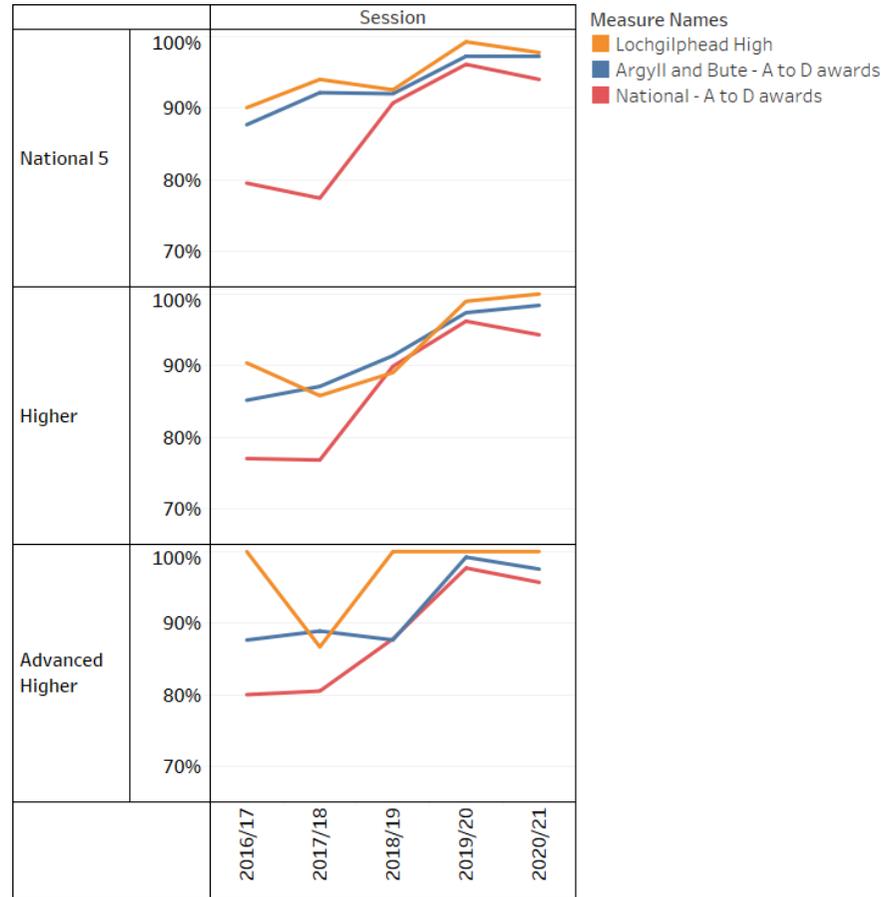
School roll as at Census	S4	S5	S6
2020/21	89	85	43

**SQA Results**

**Levels A to C**



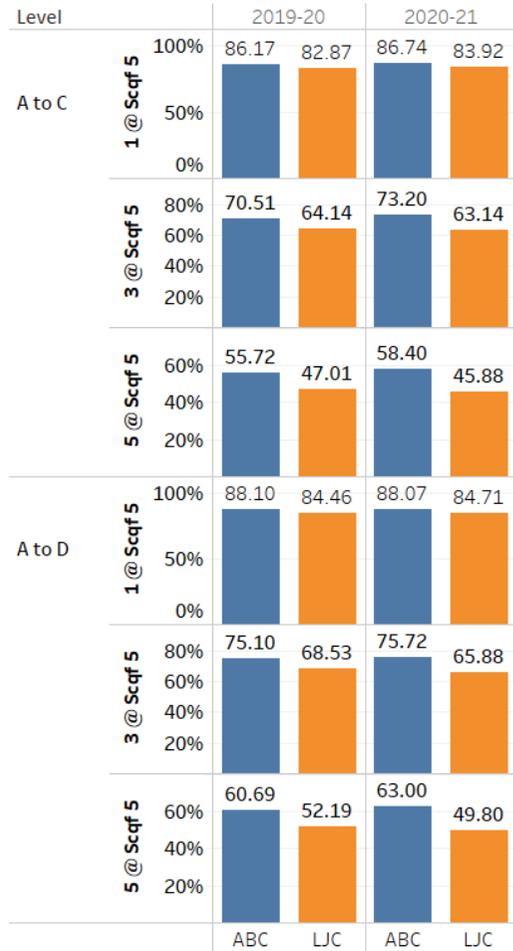
**Levels A to D**



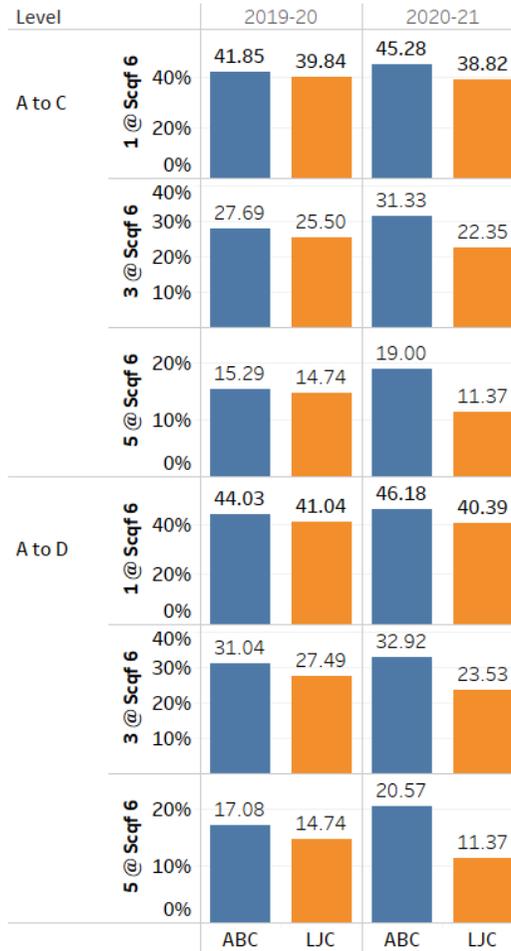
## Breadth & Depth

The chart below shows SQA Breadth and Depth information for S4 to S6 (Acc)

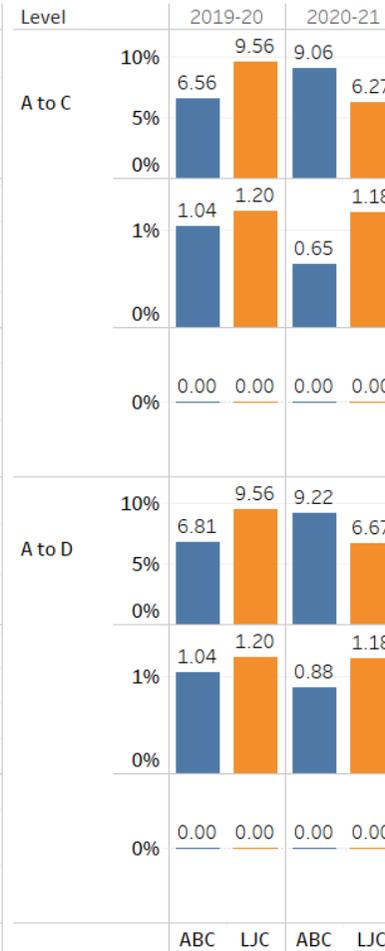
SCQF - Level 5



SCQF - Level 6



SCQF - Level 7



## **Performance**

Pass rates at all levels are generally above both national and local averages, although the context of the results during the pandemic must be acknowledged and caution exercised with regard to judgements made.

The breadth and depth measures present a less consistent picture and we have analysed our own data thoroughly, coming to the conclusion that we need to increase the number of pupils presented for National 5 and Higher in order to increase the % of the base cohort achieving appropriate qualifications.

Argyll College courses and Foundation Apprenticeships are adding value and diversification in the Senior Phase and our relationships with the college and with local employers remain an area of real strength in the school.

Last year, 4 pupils who had been on Flexible Learning Plans gained apprenticeships as a direct result, thus achieving a positive destination due to their choice of curricular pathway in school. Such flexibility has been one of the greatest benefits of *Curriculum for Excellence*.

Our popular Wider Achievement blog highlights the many achievements of our pupils out of school.

## **Pupil and staff well-being**

### **Pupils**

A new nurture space has been created in the Library, providing flexible accommodation for work with individuals and small groups of pupils. This is particularly beneficial for pupils who are experiencing anxiety and require a safe space for a period of time. Support for pupils has been strengthened by the creation of a new Clan structure, each clan being supported by a team comprising a Depute Head, Principal Teacher of Guidance and a Learning Support teacher.

A very successful Primary/Secondary transition programme was delivered virtually to fully support all P7 pupils to make the move to High School. This was received very positively by pupils, parents and our Primary colleagues, and our current S1 pupils are thriving.

Key workers kept in touch virtually with pupils/families during lockdown.

Informal supported study has been provided for senior phase pupils to address worries about gaps in learning due to the lockdown.

This session, we have provided much more extensive and individualised follow-up to tracking reports, thus ensuring that all pupils have an early opportunity to discuss their learning with a member of their Clan Team and that appropriate interventions can be made to tackle possible underperformance at an early stage.

## **Staff**

Staff welfare remains the designated responsibility of one of our Depute Head Teachers. He is also responsible for Health and Safety and ensures that all protocols relating to the pandemic are communicated clearly to staff and that he is available to discuss any concerns or anxieties.

Risk assessments are regularly updated and shared with staff.

Regular Staff Meetings are held virtually and attended by all teaching and non-teaching staff.

Staff attendance is monitored and support provided for any member of staff who is experiencing stress. Absence rates among staff are very low.

## **Blended and home Learning**

It has been our policy to continue to post work and homework on Google classroom so that any pupils who are absent – either due to Covid or some other issue – can access classwork and interact with subject teachers so that they are not falling behind. In cases where pupils have been absent because they are self-isolating, teachers have provided live streamed lessons so that they can fully participate in the class.

During lockdown a full timetable of live streamed lessons was delivered to pupils at every stage and level and some excellent innovative practice was established e.g. Art staff working collaboratively with visualisers to provide demonstrations for pupils, thus facilitating practical work.

Virtual tutorials were provided for individuals/small groups of pupils with Additional Support Needs.

## **Contingency planning**

As previously mentioned, the use of Google classroom is now embedded and teaching and learning could be delivered effectively were there to be another lockdown.

A blended learning timetable has been updated and is ready for use if necessary.

Robust assessment and moderation arrangements are in place for senior phase courses.

In addition to the Chromebooks issued to all S1 and S2 pupils, every pupil in receipt of a Free School Meal has been given a Chromebook, so there should be no digital disadvantage in the school.

## **School successes**

### **Overview**

- Good pass rates in national qualifications and excellent wider achievement
- Low exclusion rates
- Successful parental engagement through introduction of virtual Parents Evenings and virtual Parent Council meetings
- Improved tracking and monitoring of pupil progress
- Improved pupil leadership
- Strong leadership of digital learning
- Culture of ambition and achievement being developed through new Clan structure
- Excellent staff teamwork, high morale and strong mutual support

Measure	16/17	17/18	18/19	19/20	20/21	% change in Roll over 5 years <sup>1</sup>
Roll (as at census)	465	470	454	455	452	<b>-2.8%</b>
Clothing and Footwear Grant (number of pupils) <sup>3</sup>	54	56	45	75	75	
Clothing and Footwear Grant (% of number of pupils)	11.61%	11.92%	11.09%	16.03%	16.16%	
Clothing and Footwear Grant (%) - Authority Average <sup>2</sup>	12.98%	11.77%	14.59%	15.96%	15.45%	
Free School Meals (number of pupils) <sup>3</sup>	58	47	46	49	59	
Free School Meals (% of number of pupils)	12.37%	10.11%	9.79%	10.47%	12.71%	
Free School Meals (%) - Authority Average <sup>2</sup>	10.53%	9.45%	11.31%	10.75%	12.34%	
Free School Meal - National Average for Secondary Schools (%) <sup>4</sup>	14.1%	14.40%	15%	15.6%	Not available	

### Attendance, Absence and Exclusions<sup>8</sup>

Measure	16/17	17/18	18/19	19/20	19/20	Range of Attendance (%) over 5 years <sup>8</sup>
<b>Attendance:</b>						
Attendance (% of school roll)	92.05%	91.22%	91.76%	89.25%		
Authorised Absence (% of school roll) <sup>8</sup>	4.50%	5.36%	5.22%	6.90%		
Unauthorised Absence (% of school roll)	3.38%	3.27%	2.90%	3.81%		
Attendance Number of Pupils (%) - Authority Average <sup>1</sup>	91.58%	91.24%	90.3%	90.01%		
Attendance Number of Pupils (%) - National Average <sup>9</sup>	91.2%	Not collated	90.7%	Not collated		

Measure	16/17	17/18	18/19	19/20	20/21 <sup>6</sup>
<b>Exclusions:</b>					
Exclusion Openings - number	125	286	192	54	14
Exclusion Incidents - number	27	46	35	7	2
Number of Pupils	16	27	21	5	*

### Footnotes

<sup>1</sup> Please note the % change in Roll over 5 years shows the percentage change in roll figures from 2016/17 to 2020/21 and is not an average.

<sup>2</sup> averages based on Secondary only

<sup>3</sup> FSMCG % based on whole school figures for session

<sup>4</sup> National average for FSM taken from School Healthy Living Survey Statistics 2020

<sup>5</sup> Attendance, Absence and Exclusion information is now collected on a biennial basis by Scottish Government.

<sup>6</sup> Exclusion data taken from Business Intelligence – Session 2020 – EXC 6 Individual School Cumulative Report

<sup>7</sup> attendance change figure shows percentage of change and is not an average

<sup>8</sup> Authorised absence includes bereavement, short – term exceptional domestic situations, religious observance, weddings of immediate family. Unauthorised absence includes truancy, unexplained absence and most family holidays during term time. Attendance and absence is outlined in Management Circular 3.03.

<sup>9</sup> National attendance statistics taken from Scottish Government Summary statistics for schools in Scotland.



## School Profile 2020/21



## Campbeltown Grammar School Area Committee Report December 2021

## School Profile 2020/21

**School Name:** Campbeltown Grammar School  
**School Address:** Hutcheon Road, Campbeltown, Argyll, PA28 6JS  
**Head Teacher:** Samantha Stewart (Acting)

### Context of the School

Campbeltown Grammar School is a non-denominational secondary school located within the remote small town of Campbeltown on the Kintyre peninsula with a population of less than 10,000. The school's catchment area spans across the South Kintyre area and our associated primary schools include Castlehill, Dalintober, Drumlemble, Carradale, Glenbarr, Rhunahaorine and Gigha primaries. Our current roll for the 2021-2022 session stands at 371 (as from 5<sup>th</sup> November 2021) with 18% of young people receiving free school meal entitlement (as from 5<sup>th</sup> November 2021).

Our current staff FTE stands at 33.06 (as from 5<sup>th</sup> November 2021).

In August 2021, the existing headteacher retired with a newly appointed acting headteacher taking up post from the 12<sup>th</sup> August 2021. This individual is currently on secondment within the authority and will remain in the acting headteacher post until a permanent headteacher is appointed.

Campbeltown Grammar School's vision, values and aims were revised in the 2018-2019 session after full stakeholder consultation and can be found below.

**Vision:** Campbeltown Grammar School aspires to be at the heart of the South Kintyre community, providing consistent, high quality learning opportunities for all our young people and inspiring them to achieve their full potential.

**Values:** Knowledge, Aspire, Determination, Achievement, Community, Respect, Engagement.

### **Aims:**

- To welcome and encourage diversity and individuality and foster a shared commitment to respect for all, inclusion, honesty, equity, compassion and justice.
- To provide for the health and wellbeing of every member of our school community through effective engagement with parents and partners, ensuring our young people feel happy, safe, equal, valued and inspired to achieve their best.
- To develop resilience and determination in times of increasing pace and challenge through inspirational teaching, a supportive environment and an intrinsic desire for knowledge.
- To fully develop our young people's academic, social and emotional skills and ensure everyone leaves Campbeltown Grammar as responsible citizens, successful learners, effective contributors and confident individuals who are ready and eager to take on the next exciting steps in their lives in employment, training, college and university.

## **Curriculum Model and Learner Pathways**

### **BGE**

Learners within S1 and S2 experience a breadth of the curriculum across all subject areas prior to specialising in 8 subject areas as they enter S3.

### **Senior Phase**

Currently, our Senior Phase pupils embark on studying 6 different subjects across our provision including offerings from Argyll College within Engineering, Sport and Fitness, Make Up Skills, Practical Cookery and Practical Cake Craft.

Unfortunately this session, they have been unable to fulfil a provision within Construction due to unsuccessful attempts to recruit a construction tutor.

We continue our great working relationship with our SDS Careers' Advisors and this session we are working closely with a newly appointed DYW Co-ordinator to build upon business links already established whilst creating new ones within the town and across the Kintyre area. This is with the view of supporting more young people in embarking upon work experience and apprenticeship opportunities.

### **PEF Funding**

#### **2020-2021**

PEF spending last session mainly focussed on IT provision to ensure each Senior Phase pupil was allocated their own Chromebook to be able to utilise until such time they leave Campbeltown Grammar School. Further to this, the creation of home learning packs and investment in GL assessments which allow staff to identify strengths of learners, gaps in learning, potential barriers to learning with a view of directly impacting upon learning and teaching were invested in.

#### **2021-2022**

We are currently engaging in whole stakeholder consultation with regard to our PEF spending this session to ensure that everyone's ideas, views and opinions are considered and reflected upon in terms of how Campbeltown Grammar School will continue its work in closing the poverty-related attainment gap.

### **Education Scotland Update**

Education Scotland announced on the 16<sup>th</sup> September 2021 that they would be resuming their scrutiny activity post COVID-19. Campbeltown Grammar School was notified late September of Education Scotland's intention to visit December 2021 as a follow up to their last visit in October 2021. HM Inspectors J. Gallagher and B. Geddes will be visiting us Thursday 9<sup>th</sup> December 2021 and Friday 10<sup>th</sup> December 2021 to review progress made to date. We look forward to welcoming both back to CGS at this time.

## **Recognising Wider Achievement**

In previous sessions we have worked hard to provide pupils with opportunities to engage in wider achievement opportunities in order to gain further accreditation. However, due to the significant challenges posed last session as a result of the COVID-19 pandemic, the focus for Campbeltown Grammar School was on that of subject accreditation in the first instance. In addition to this, as a result of ongoing restrictions in place last session, this impacted upon the ability to fully deliver the wide range of wider achievement opportunities available.

This session sees us return to the delivery of a number of wider achievement courses which include:

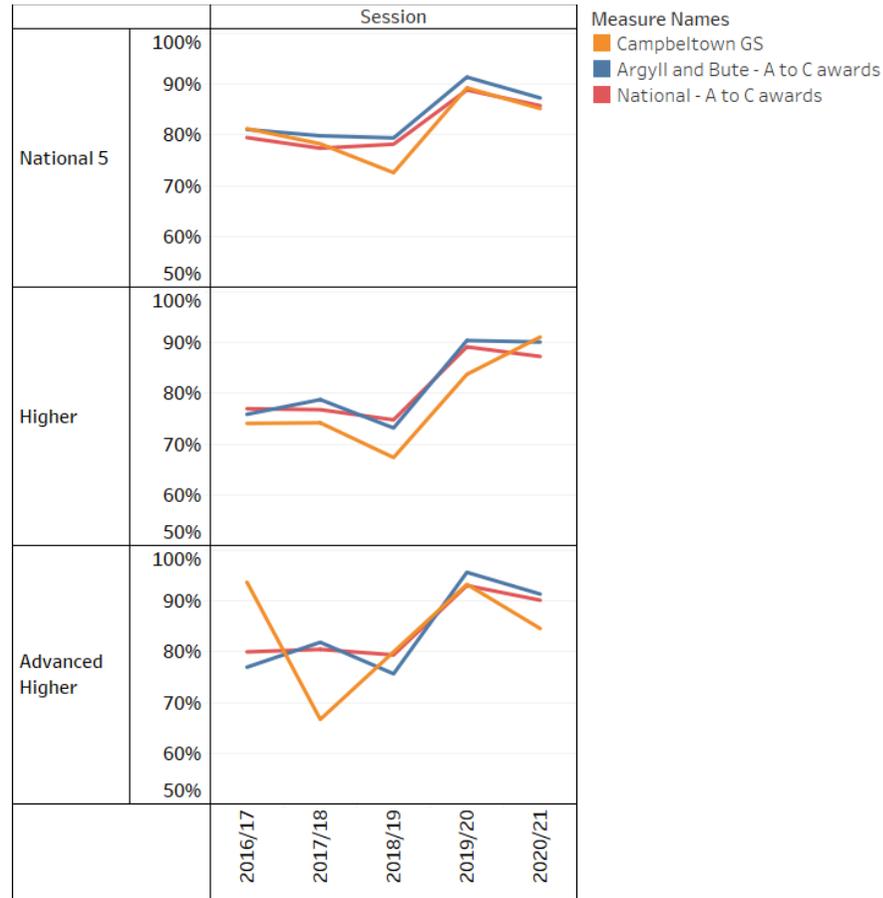
- Employability;
- Leadership;
- Personal Safety;
- Mental Health and Wellbeing;
- Sports Leaders.

## School Roll

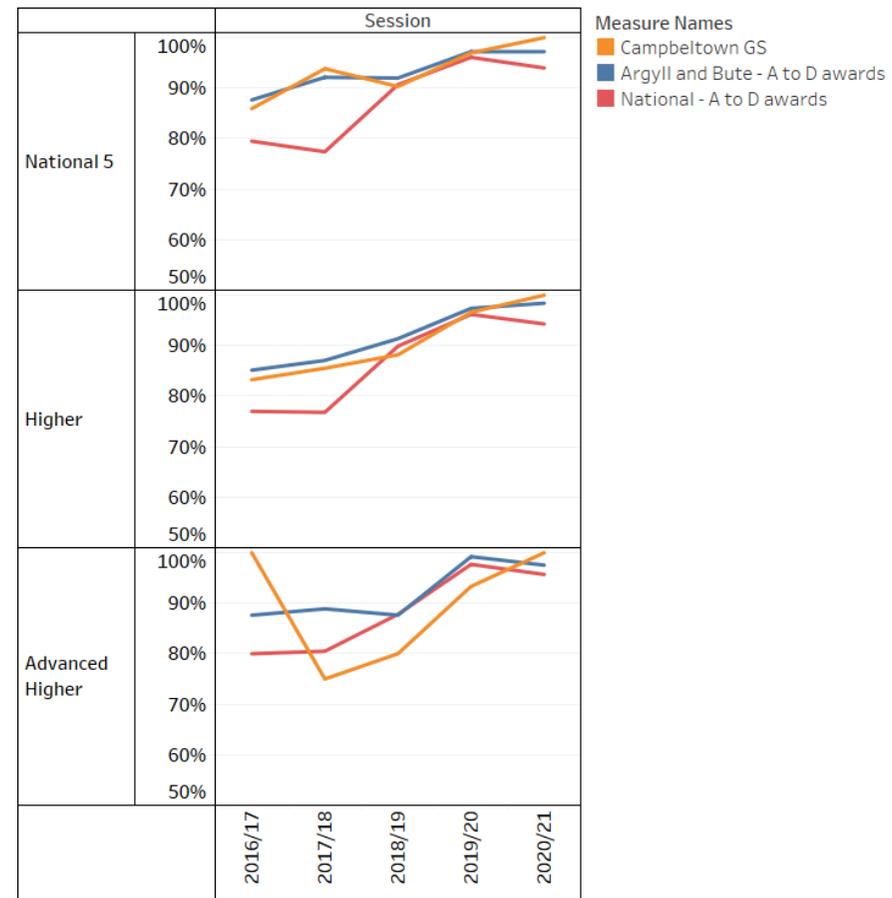
School Roll as at Census	S4	S5	S6
2020/21	69	62	44

## SQA Results

### Levels A to C



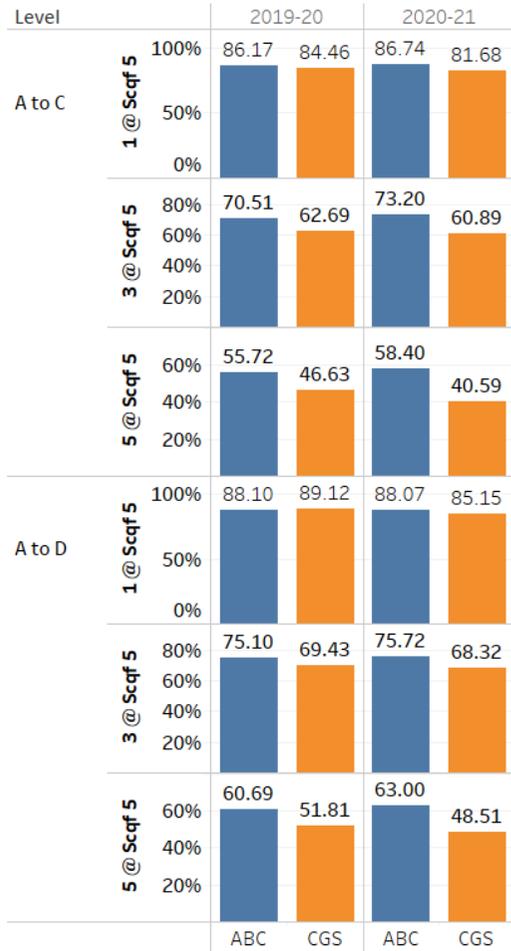
### Levels A to D



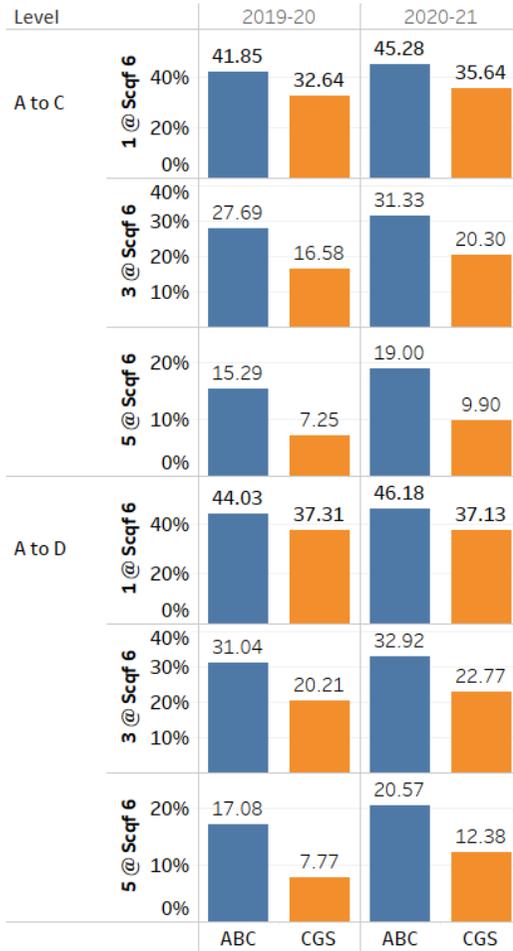
**Breadth & Depth**

The chart below shows SQA Breadth and Depth information for S4 to S6 (Acc):

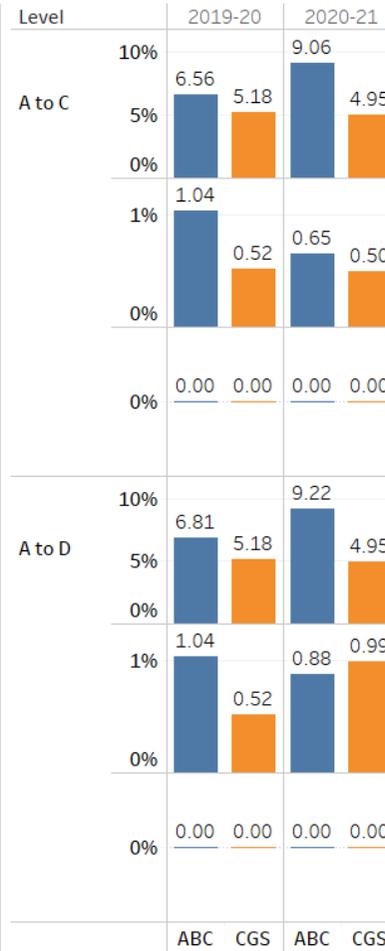
SCQF - Level 5



SCQF - Level 6



SCQF - Level 7



## **Pupil and Staff Wellbeing**

### **2020/2021**

Last session, as pupils and staff continued to face significant challenges posed to them as a result of the COVID-19 pandemic, wellbeing was prioritised through rigorous tracking of pupil wellbeing, clear lines of communication with families, the local authority and a range of partners who worked closely together to ensure our most vulnerable were safe and well. Supportive interventions including referrals to our school nurse, NHS School counsellor, youth workers and other agencies where appropriate.

### **2021/2022**

Pupil and staff wellbeing remains a priority for us here at Campbeltown Grammar School and our school vision, values and aims include the clear commitment to ensuring all within our school community feel happy, safe, respected, equal and included.

Within our school improvement plan for 2021-2022 and in line with previous inspection and follow up visit feedback, wellbeing is a clear priority in terms of how we are continuing to implement approaches to wellbeing which support our young people. Key actions within this priority are included against lead people, timescales and success criteria to allow us to evaluate impact.

The newly appointed headteacher is leading by example in terms of building and sustaining positive, nurturing relationships with all young people. Further to this, in November 2021 our DHT Support and one of our Principal Teachers of Guidance will be embarking upon leadership training related to Argyll and Bute's nurture strategy 'Our Children, Their Nurturing Education'

## **Blended and Home Learning**

Google Classroom has been and remains the primary platform on which young people can access their learning when not in physical attendance at school. Throughout the last two sessions, the heightened need for staff to be able to access and use Google Classroom to its fullest capacity has been enabled through a range of CPD interventions led both at SLT and Principal Teacher level.

In terms of live lessons, young people engaged in live lessons last session throughout school closures with attendance and engagement figures being tracked.

PEF funding to secure Chromebooks for the Senior Phase supported more young people to engage virtually last session. However, there are a number of issues being faced in terms of ease of accessibility on such devices which we are currently supporting our young people to overcome.

## **Contingency Planning**

Campbeltown Grammar School has a contingency plan in place should the need arise to revert to this at any point this session. The acting HT is fully confident in the ability to move throughout the stages if required.

## School Successes

### 2020-2021

We continued last session in working towards our Silver accreditation within the Vision Schools Programme which is a partnership between the School of Education at The University of the West of Scotland and the Holocaust Education Trust. This included one of our DHTs completing a master module in Holocaust Education. Our pupil Holocaust Education Trust Ambassadors also attended a virtual event led by the partnership and reported back to their peers, sharing their learning and plans on how they can take forward Holocaust Education here within Campbeltown Grammar School.

Last session our S3 learners participated again in the Youth Philanthropy Initiative (YPI). The virtual final was a huge success with a group winning £3000 for our local MacMillan Nursing team.

Furthermore we continued to provide our young people with outdoor learning experiences not only as part of the phased return to school in March 2021 but as part of our outdoor learning curriculum offering.

Finally, our BGE (S1-S3) were able to experience their BGE activity day prior to finishing up end of June 2021.

### 2021-2022

Thus far this session we have:

- successfully appointed our new Senior Pupil Leadership Team who are contributing significantly to school improvement;
- Implemented our new Recognising Achievement agenda with a number of individual achievements being recognised within our school and local wider community;
- Participated in the annual Kintyre Music Festival, showcasing the many talents of our gifted young people;
- Hosted the BBC Scottish Symphony Orchestra and featured on BBC Scotland online, both live and post visit as whilst in Campbeltown the BBC SSO worked with our Senior Phase learners, listening to their views about the future of climate changes to their environment and how the world around them might look in the future before then devising their own music which captures what they think will happen to their environment as well as their world;
- Been gifted a £1000 donation by Springbank Distillery whom we submitted bids to regarding eco projects we would like to take forward in Art and Learning Support;
- Become a Duke of Edinburgh Licensed Centre and this year will see our very first S3 DoE group in operation!

## Overview

Measure	16/17	17/18	18/19	19/20	20/21	% change in Roll over 5 years <sup>1</sup>
Roll (as at census)	370	351	360	353	378	2.16%
Clothing and Footwear Grant (Number of Pupils) <sup>3</sup>	54	48	40	85	84	
Clothing and Footwear Grant (% of Number of Pupils)	14.59%	13.68%	15.49%	23.28%	21.93%	
Clothing and Footwear Grant (%) - Authority Average <sup>2</sup>	12.98%	11.77%	14.59%	15.96%	15.45%	
Free School Meals (Number of Pupils) <sup>3</sup>	33	32	57	58	66	
Free School Meals (% of Number of Pupils)	8.92%	9.12%	10.87%	15.89%	17.23%	
Free School Meals (%) - Authority Average <sup>2</sup>	10.53%	9.45%	11.31%	10.75%	12.34%	
Free School Meal - National Average for Secondary Schools (%) <sup>4</sup>	14.1%	14.40%	15%	15.6%	Not available	

## Attendance, Absence and Exclusions<sup>8</sup>

Measure	16/17	17/18	18/19	19/20	20/21	Range of Attendance (%) over 5 years <sup>7</sup>
<b>Attendance:</b>						
Attendance (% of School Roll)	92.26%	91.57%	91.52%	89.29%		
Authorised Absence (% of School Roll) <sup>8</sup>	5.04%	5.91%	5.36%	7.27%		
Unauthorised Absence (% of School Roll)	1.86%	2.45%	3.10%	3.39%		
Attendance Number of Pupils (%) - Authority Average <sup>1</sup>	91.58%	91.24%	90.3%	90.01%		
Attendance Number of Pupils (%) - National Average <sup>9</sup>	91.2%	Not Collated	90.7%	Not Collated	Not Available	

Measure	16/17	17/18	18/19	19/20	20/21 <sup>6</sup>
<b>Exclusions:</b>					
Exclusion Openings - Number	193	99	18	44	91
Exclusion Incidents - Number	26	15	7	7	29
Number of Pupils	19	8	7	5	25

## **Footnotes**

<sup>1</sup> Please note the % change in Roll over 5 years shows the percentage change in roll figures from 2016/17 to 2020/21 and is not an average.

<sup>2</sup> averages based on Secondary only.

<sup>3</sup> FSMCG % based on whole school figures for session.

<sup>4</sup> National average for FSM taken from School Healthy Living Survey Statistics 2020.

<sup>5</sup> Attendance, Absence and Exclusion information is now collected on a biennial basis by Scottish Government.

<sup>6</sup> Exclusion data taken from Business Intelligence – Session 2020 – EXC 6 Individual School Cumulative Report.

<sup>7</sup> Attendance change figure shows percentage of change and is not an average.

<sup>8</sup> Authorised absence includes bereavement, short – term exceptional domestic situations, religious observance, weddings of immediate family. Unauthorised absence includes truancy, unexplained absence and most family holidays during term time. Attendance and absence is outlined in Management Circular 3.03.

<sup>9</sup> National attendance statistics taken from Scottish Government Summary statistics for schools in Scotland.

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ARGYLL AND BUTE COUNCIL

MID ARGYLL, KINTYRE AND  
THE ISLANDS AREA COMMITTEE

ROADS AND INFRASTRUCTURE  
SERVICES

1 DECEMBER 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 note and consider the contents of this report.

### 3.0 DETAIL

#### Response to Covid

- 3.1 Roads and Infrastructure Services continue with Covid precautions in place to reduce the spread. The service currently have several staff absent due to the virus and we hope they make a quick and full recovery.

#### Capital Roads Reconstruction Programme

- 3.2 This year Roads and Infrastructure Services are delivering one of the largest capital programmes in roads reconstruction which includes £10M worth of capital investment announced as part of the budget process in February, £1.29M of Strategic Timber Transport Funding and £900k of active travel and footway improvement schemes. Please see the full programme and details on progress here: [Roads Capital Programme \(argyll-bute.gov.uk\)](https://argyll-bute.gov.uk) In summary, the carriageway works are largely complete and works are underway with the footway programme.

#### Waste Strategy

- 3.3 Work continues on the Council's Waste Strategy which is taking into consideration the BMW ban which comes into place at the end of 2025, the 25 year PPP contract with Renewi which ends in September 2026, the Deposit Return Scheme and the Household Waste Recycling Charter. Discussions continue with civil

servants from Scottish Government regarding the above and discussion continue with neighbouring local authorities with a view to maximising collaboration opportunities.

### **Winter Policy Update**

- 3.4 Winter maintenance standby rotas commenced on Friday 29 October. This follows the current in season policy agreed at the September meeting of the Environment, Development and Infrastructure Committee. At the time of writing at the beginning of November, we have over 10,500 tonnes of rock salt, which is our normal start of season operating tonnage.
- 3.5 Members will be very much aware of the national shortage of HGV drivers. Whilst we have not lost a significant number of drivers, this does have an impact on recruitment of HGV drivers. This is being compounded by some absence being experienced through Covid.

### **Public Transport**

- 3.6 Officers are currently liaising with West Coast Motors on roll out and implementation of Pingo app-bookable bus service. The Pingo app funding is provided by HITRANS for up to a year's trial, however, the app is being tested on two Council contracted demand responsive services- Cowal DAB and Kintyre Ring n Ride. Subject to a satisfactory trial, this system is likely to be rolled out more widely.

### **Bridge Inspections**

- 3.7 The Infrastructure Design team continue to carry out bridge inspections to all approx 900 structures on a rolling programme across Argyll and Bute to ensure they are safe and fit for purpose. This inspection regime identifies remedial works which are programmed for delivery.

### **B8001 Road Subsidence**

- 3.8 There has been ground movement on a section of the B8001 which has caused a section of the carriageway to tear resulting in surface unevenness and a very obvious crack along the carriageway. A permanent repair will be progressed through our Roads Capital Programme.
- 3.9 Works are expected to start on site in late Spring/Summer in 2022 for repairs to this lifeline section of road. Consultant designs have been reviewed and are evolving to ensure that we have a cost effective, sustainable and viable solution in place. This includes some further design and realignment at the toe of the slope along the stream. Designs are being concluded together with various land assembly.

### **Port Askaig**

- 3.10 Outline designs, program and costs are being prepared to accommodate the

latest vessel design being proposed by CMAL/Transport Scotland for this route. These vessels will have an increased capacity which in part will help with the increasing freight traffic associated with Islay.

#### **Gartbreck Landfill Site, Islay**

- 3.11 The contract has been awarded to build a transfer station which will enable us to deal with general waste and recyclable materials in line with the upcoming Biodegradable Municipal Waste Landfill Ban. The contractor is developing a programme and a start date will be provided in due course.

### **4.0 CONCLUSION**

- 4.1 This report gives a general update to local members on recent Roads and Infrastructure activities.

### **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**

November 2021

**For further information contact:**

Jim Smith, Head of Roads and Infrastructure Services, Tel: 01546 604324

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**ARGYLL AND BUTE COUNCIL****MID ARGYLL, KINTYRE AND THE  
ISLANDS AREA COMMITTEE****LEGAL & REGULATORY SUPPORT****1 December 2021**

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**CHARITABLE TRUSTS, BEQUESTS AND TRUST FUNDS**

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**1.0 EXECUTIVE SUMMARY**

**1.1** The Mid Argyll, Kintyre and the Islands Area Committee are Trustees for a number of Charitable Trusts, Bequests and Trust Funds. Historically a report has been brought to the Area Committee on an annual basis with recommendations for distribution.

**1.2** While officers continually seek to simplify and update processes where possible to ensure ongoing compliance with the original terms of the bequests and to reduce the administrative burden of the management and distribution, there remains a number of challenges. A number of the charitable funds were established many years ago, and as a consequence of changes in society over time the intended beneficiaries of the bequests are no longer easily identified.

**1.3** This report provides details of a number of the Trusts and Bequests that remain active in the Mid Argyll, Kintyre and the Islands Area and seeks agreement from Members on proposed distribution methods.

**2.0 RECOMMENDATIONS**

**2.1** The Mid Argyll, Kintyre and the Islands Area Committee are asked to:

1. note the financial position of the Charitable Trusts, Bequests and Trust Funds as of July 2021,
2. agree that a moratorium be placed on awards being made from the following funds, Latimer Mcinnes Trust, Macalister Trust, Kilmory Lochgilphead Churchyard, Kilmartin New Burial Ground Bequest, Kilmartin War Memorial Fund and Kilkerran Cemetery,
3. agree that the Hutcheson Memorial Trust and May Paterson Trust prizes be limited to £30,
4. agree that all other charities and trust funds, that have historically been awarded to Council Departments and Allied partners, are awarded on the basis outlined in paragraph 5.5 and defined within appendix 1, and

5. note that officers are in ongoing dialogue with representatives from the Lord Advocates office to establish appropriate methods of distributing those funds that have no established distribution arrangements.

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**ARGYLL AND BUTE COUNCIL**

**MID ARGYLL, KINTYRE AND THE  
ISLANDS AREA COMMITTEE**

**LEGAL & REGULATORY SUPPORT**

**1 December 2021**

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## **CHARITABLE TRUSTS, BEQUESTS AND TRUST FUNDS**

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### **3.0 INTRODUCTION**

**3.1** The Mid Argyll, Kintyre and the Islands Area Committee are Trustees of 19 Charitable Trusts, Bequests and Trust Funds with an estimated unrestricted balance of around £145k. This report provides information on proposals in relation to the ongoing management of these funds and seeks agreement on distribution proposals.

### **4.0 RECOMMENDATIONS**

**4.1** The Mid Argyll, Kintyre and the Islands Area Committee are asked to:

1. note the financial position of the Charitable Trusts, Bequests and Trust Funds as of July 2021,
2. agree that a moratorium be placed on awards being made from the following funds, Latimer Mcinnes Trust, Macalister Trust, Kilmory Lochgilphead Churchyard, Kilmartin New Burial Ground Bequest, Kilmartin War Memorial Fund and Kilkerran Cemetery,
3. agree that the Hutcheson Memorial Trust and May Paterson Trust prizes be limited to £30,
4. agree that all other charities and trust funds, that have historically been awarded to Council Departments and Allied partners, are awarded on the basis outlined in paragraph 5.5 and defined within appendix 1, and
5. note that officers are in ongoing dialogue with representatives from the Lord Advocates office to establish appropriate methods of distributing those funds that have no established distribution arrangements.

### **5.0 BACKGROUND & DISTRIBUTION ARRANGEMENTS**

- 5.1 Historically reports are prepared and submitted to Area Committees outlining the status of each of the funds, proposed distribution method(s) and the amounts available.
- 5.2 Of the 19 funds for which the Area Committee are trustees 12 have historically been awarded to Council Departments and allied partners (for example Roads and Amenity Services).
- 5.3 In September 2020 the Area Committee agreed that those funds that hold less than £1k in unrestricted reserves (i.e. monies the charity has available to spend without drawing on capital or restricted reserves) be made available, in their totality, during the financial year (2021/22), essentially placing a moratorium on the distribution of monies from these funds, thereby lessening the administrative burden and ensuring maximum community benefit.
- 5.4 The Area Committee is asked to formally agree to place a moratorium on the distribution of monies from 6 funds as they have no/limited funds available for distribution. This approach would serve to less the administrative burden and allow interest to accumulate to ensure maximum community benefit as a later date.
- 5.5 In order to provide a level of consistency to the process for those Bequests/Trusts which are transferred to Council Departments or allied partners it is proposed that to allow for maximum benefit from the resources available, those Funds that hold more than £1k will be allocated on a basis of the interest from the previous financial year plus 1/20th of the unrestricted funds.
- 5.6 The exemption to this rule is the funds which relate to a school prizes, the Hutcheson Memorial Trust and the May Paterson Trust. It is suggested the level this prize be £30 this is in line with those awarded in other areas. This will be paid by Finance in receipt of confirmation of the recipient from the school.
- 5.7 Should the Area Committee approve this approach up to £2933.00 will be available to council departments and allied partners this financial year.
- 5.8 A small number of funds 3 have bespoke distribution methods which are generally undertaken by Legal and Regulatory Support, this process will continue. Officers will continue to monitor the expenditure from these funds, should expenditure not provide a community benefit Officers will explore what remedial action can be taken.
- 5.9 Due to a number of factors including, changes in society over time and changes to personnel and corporate structures the intended beneficiaries of the bequests are no longer easily identified. However, officers are in ongoing dialogue with representatives from the Lord Advocates office to establish appropriate methods of distributing those funds that have no established arrangements. Proposals for these remaining funds will be brought to a future meeting of the Area Committee.

## **6.0 CONCLUSION**

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

## 7.0 IMPLICATIONS

7.1 Policy	None
7.2 Financial	None.
7.3 Legal	Area Committees, as Trustees, must ensure that the distribution arrangements comply with the terms of the funds/bequests, failure to do so would result in the Council being liable.
7.4 HR	To proceed with reorganisation, in terms of section 10 or 11 of the Law Reform (Miscellaneous Provisions) (Scotland) Act 1990 would require the allocation of Officer time.
7.5 Fairer Scotland Duty	None
7.5.1 Equalities – protected characteristics	None
7.5.2 Socio-economic Duty	None
7.5.3 Islands	None
7.6 Risk	None
7.7 Customer Service	None

**Douglas Hendry**

**Executive Director with responsibility for Legal & Regulatory Support  
October 2021**

**Appendix 1 – Distribution Arrangements for Trust Funds and Bequests.**

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

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TRUST NAME	CHARITABLE PURPOSE	DISTRIBUTION PROPOSAL	Capital (Restricted Funds)	Income during 2020-21	Accumulated Funds for Distribution	1/20th of unrestricted	Maximum proposed award - September 2021	Grants Awarded in 20-21
<b>Historically awarded to Council Departments and Allied Partners.</b>								
LATIMER MCINNES TRUST	Upkeep of family lair Kilchousland	<i>Transfer to Roads and Amenity Services annually when it is confirmed that the cemetery is being maintained. If no work is being undertaken do not make the transfer until such time as work is to be carried out.</i>	183.00	1.00	1.00	0.00	0.00	0.00
MACALISTER TRUST	Upkeep of graves Tarbert Cemetery	<i>Transfer to Roads and Amenity Services annually when it is confirmed that the cemetery is being maintained. If no work is being undertaken do not make the transfer until such time as work is to be carried out.</i>	70.00	0.00	0.00	0.00	0.00	0.00
KILMORY LOCHGILPHEAD CHURCHYARD	For the upkeep of Kilmory Churchyard and 'any benefit from the Fund, should the Trust lapse, being extended	<i>Transfer to Roads and Amenity Services annually when it is confirmed that the cemetery is being maintained. If no work is being undertaken do not make the transfer until such time as work is to be carried out.</i>	148.00	0.00	0.00	0.00	0.00	1.00
KILMARTIN NEW BURIAL GROUND BEQUEST	Upkeep of new burial ground	<i>Transfer to Roads and Amenity Services annually when it is confirmed that the cemetery is being maintained. If no work is being undertaken do not make the transfer until such time as work is to be carried out.</i>	300.00	0.00	0.00	0.00	0.00	3.00
KILMARTIN WAR MEMORIAL FUND	Upkeep of memorial	<i>Transfer to Roads and Amenity Services annually when it is confirmed that maintenance is being carried out on the war memorial and use funds to offset costs of maintenance.</i>	38.00	0.00	0.00	0.00	0.00	15.00
KILKERRAN CEMETERY	Upkeep of lairs, Kilkerran.	<i>Transfer to Roads and Amenity Services annually when it is confirmed that the cemetery is being maintained. If no work is being undertaken do not make the transfer until such time as work is to be carried out.</i>	6,025.00	21.00	21.00	1.00	0.00	47.00
MAY PATERSON TRUST	Prize for business studies in Campbeltown Grammar	<i>Paid to the Campbeltown Grammar School school funds annual.</i>	250.00	0.00	239.00	12.00	30.00	0.00
HUTCHESON MEMORIAL TRUST	Prize for Maths in Campbeltown Grammar	<i>Paid to the Campbeltown Grammar School school funds annual.</i>	104.00	0.00	171.00	9.00	30.00	0.00

TRUST NAME	CHARITABLE PURPOSE	DISTRIBUTION PROPOSAL	Capital (Restricted Funds)	Income during 2020-21	Accumulated Funds for Distribution	1/20th of unrestricted	Maximum proposed award - September 2021	Grants Awarded in 20-21
CAMPBELTOWN NEW BOOKS	Interest to go to the provision of new books in the library.	To invite Live Argyll to submit an application to the fund for consideration by Trustees (Area Committee).	2,000.00	16.00	3,573.00	179.00	195.00	233.00
A T ROSS BEQUEST	To be applied to Ardfenaig Home, Ardrishaig	To invite Social Work (IJB) to submit an application to the Bequest for consideration by Trustees (Area Committee).	6,286.00	0.00	1,935.00	97.00	97.00	0.00
CLACHAN CEMETERY TRUST	Upkeep of cemetery, Clachan.	Transfer to Roads and Amenity Services annually when it is confirmed that the cemetery is being maintained. If no work is being undertaken do not make the transfer until such time as work is to be carried out.	5,281.00	0.00	4,186.00	209.00	209.00	316.00
LIBRARY ENDOWMENT FUND	Upkeep of reading room Campbeltown	To invite Live Argyll to submit an application to the fund for consideration by Trustees (Area Committee).	5,000.00	0.00	47,444.00	2,372.00	2,372.00	2,824.00
<b>Bespoke arrangements in place.</b>								
KINTYRE YOUTH FUND	To assist the youth of kintyre	Advise schools and youth groups of funds and invite bids.	21,195.00	0.00	994.00	n/a	n/a	0.00
GEORGE MELVILLE DUNCAN BEQUEST	For the benefit of the poor of the Burgh in the form of gifts of fuel, clothing and foodstuffs during the winter months.	Combine income of George Melville Duncan Bequest and David Andrew Greenlees Trust and invite applications annually for a sum to be determined. Vouchers are to be redeemed in local shop participating in the scheme.	17,000.00	31.00	55,190.00	n/a	n/a	2,310.00
D A GREENLEES TRUST	For the Poor of Campbeltown and the Workhouse Hospital there.	Combine income of George Melville Duncan Bequest and David Andrew Greenlees Trust and invite applications annually for a sum to be determined. Vouchers are to be redeemed in local shop participating in the scheme.	8,702.00	16.00	21,245.00	n/a	n/a	990.00
<b>Officers are in ongoing dialogue with representatives from the Lord Advocates office to establish appropriate methods of distributing funds from these charities</b>								
CAMPBELL BEQUEST	For the benefit of the poor of the Parish of Kildalton and Oa		50.00	0.00	2,824.00	n/a	n/a	0.00
MCNEILL BEQUEST	For the benefit of the poor of the Parish of Kildalton and Oa		100.00	0.00	4,057.00	n/a	n/a	0.00
MACALLISTER MORTIFICATION	To be invested in heritable security for the poor of the parish.		1,100.00	1.00	3,337.00	n/a	n/a	0.00
FISHER BEQUEST	For the poor of Inverary		50.00	0.00	334.00	n/a	n/a	0.00
			<b>25,284.00</b>	<b>37.00</b>	<b>57,569.00</b>	<b>2,879.00</b>	<b>2,933.00</b>	<b>3,438.00</b>

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**ARGYLL AND BUTE COUNCIL**
**MID-ARGYLL, KINTYRE AND  
THE ISLANDS AREA  
COMMITTEE**
**CUSTOMER SUPPORT SERVICES**
**1 DECEMBER 2021**


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**AREA SCORECARD FQ2 2021/22**


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**1 Background**

- 1.1 This paper presents the Area Report and Scorecard for Financial Quarter 2 2021/22 (July to September 2021) 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 and considers the performance and supporting commentary as presented.
  - 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: FQ2 2021/22 MAKI Word Report in pdf format

Appendix 4: FQ2 2021/22 MAKI Scorecard

## PERFORMANCE REPORTS – KEYS TO SYMBOLS

### WORD REPORT

#### STATUS SYMBOL

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

#### TREND ARROW

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

#### NAME IN BRACKETS (StreetScene)

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

#### GREY SUCCESS MEASURE

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

#### WHITE SUCCESS MEASURE

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

### ON GRAPHS IN PYRAMID

#### GREEN

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

#### RED

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

#### KEY

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

### THE SCORECARD

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

Joint Over-arching Vision	Argyll and Bute’s Economic Success is built on a growing population						
Council Mission	Making Argyll and Bute a place people choose to Live, Learn, Work and do Business						
	Choose Argyll, Love Argyll						
	A Place people choose to Live			A Place people choose to Learn	A Place people choose to Work and Do Business		Getting It Right
Corporate Outcomes	People live active healthier and independent lives	People will live in safer and stronger communities	Children and young people have the best possible start	Education, Skills and training maximise opportunities for all	Our economy is diverse and thriving	We have an infrastructure that supports sustainable growth	
Business Outcomes	<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>						

## MID ARGYLL, KINTYRE & ISLAY FQ2 2021/22 OVERALL PERFORMANCE SUMMARY

The table below presents a summary of all of the success measures in the scorecard.  
They show the performance against targets and the trend against the previous quarter's performance.

<b>SUMMARY OF PERFORMANCE AGAINST TARGETS</b>	<b>FQ1 2021/22</b>	<b>FQ2 2021/22</b>	<b>GREEN</b> <b>RED</b> <b>NO TARGET</b> <b>TOTAL</b>	<b>Increase from FQ1 to FQ2 due to removal of Sickness Absence Target.</b>
	12	12		
	11	7		
	7	11		
	30	30		

### MAKI Area Scorecard FQ2 2021/22

Performance element	Status	Performance Trend	Target FQ1	Actual FQ1	Target FQ2	Actual FQ2	Owner	Comments
<b>Corporate Outcome No 1 - People live active, healthier and independent lives</b>								
Number of affordable social sector new builds - MAKI (Housing Services)	●	⇒	0	0	0	0	Allan Brandie	<b>FQ2 2021/22 MAKI</b> During quarter 2 there were 19 completions across all four areas. Bute and Cowal - 0, Helensburgh and Lomond - 0, Mid Argyll, Kintyre and Islay - 0, Oban, Lorn and the Isles - Link handed over a further 19 social rented units of the 300 units at Dunbeg due for completion this year, bringing total to date to 55 (with 36 in Q1). The annual Strategic Housing investment Plan (SHIP) targets are: Bute and Cowal - 9, Helensburgh and Lomond - 10, Oban, Lorn and the Isles - 302, Mid Argyll, Kintyre and Islay - 42. The annual targets for 2021/22 is 363 completions. RSLs note ongoing supply shortages in materials and labour causing some slippage with programme.
								<b>FQ1 2021/22 MAKI</b> During quarter 1 there were 58 completions. Bute and Cowal - 6 which included 2 wheelchair accessible units, Helensburgh and Lomond - 10 units, Oban, Lorn and the Isles - 42 units which included 2 wheelchair accessible units, Mid Argyll, Kintyre and Islay - 0. The annual Strategic Housing investment Plan (SHIP) targets are: Bute and Cowal - 9, Helensburgh and Lomond - 10, Oban, Lorn and the Isles - 302, Mid Argyll, Kintyre and Islay - 42. The annual targets for 2021/22 is 363 completions.

## MAKI Area Scorecard FQ2 2021/22

Performance element	Status	Performance Trend	Target FQ1	Actual FQ1	Target FQ2	Actual FQ2	Owner	Comments
DEG103_01-Number of new affordable homes completed per annum (Housing Services)	●	↓	54	54	19	19	Allan Brandie	<b>FQ2 2021/22 A&amp;B</b> During quarter 2 there were 19 completions across all four areas. Bute and Cowal - 0, Helensburgh and Lomond - 0, Mid Argyll, Kintyre and Islay - 0, Oban, Lorn and the Isles - Link handed over a further 19 social rented units of the 300 units at Dunbeg due for completion this year, bringing total to date to 55 (with 36 in Q1). The annual Strategic Housing investment Plan (SHIP) targets are: Bute and Cowal - 9, Helensburgh and Lomond - 10, Oban, Lorn and the Isles - 302, Mid Argyll, Kintyre and Islay - 42. The annual targets for 2021/22 is 363 completions. RSLs note ongoing supply shortages in materials and labour causing some slippage with programme.
								<b>FQ1 2021/22 A&amp;B</b> During quarter 1 there were 58 completions. Bute and Cowal - 6 which included 2 wheelchair accessible units, Helensburgh and Lomond - 10 units, Oban, Lorn and the Isles - 42 units which included 2 wheelchair accessible units, Mid Argyll, Kintyre and Islay - 0. The annual Strategic Housing investment Plan (SHIP) targets are: Bute and Cowal - 9, Helensburgh and Lomond - 10, Oban, Lorn and the Isles - 302, Mid Argyll, Kintyre and Islay - 42. The annual targets for 2021/22 is 363 completions.

## MAKI Area Scorecard FQ2 2021/22

Performance element	Status	Performance Trend	Target FQ1	Actual FQ1	Target FQ2	Actual FQ2	Owner	Comments
<b>Corporate Outcome No.2 - People live in safer and stronger communities</b>								
MAKI - Number of parking penalty notices issued (Streetscene MAKI)		↑	No Target	15	No Target	42	Hugh O'Neill	<b>FQ2 2021/22 MAKI</b> Not reaching pre-Covid levels of visitors.
								<b>FQ1 2021/22 MAKI</b> Not reaching pre-Covid levels of visitors.
A&B - Number of parking penalty notices issued (StreetScene)		↓	No Target	1,915	No Target	1,583	Hugh O'Neill	<b>FQ2 2021/22 A&amp;B</b> Lomondside busy with vistors, other areas not at pre-Covid levels.
								<b>FQ1 2021/22 A&amp;B</b> Lomondside busy with visitors, other areas not at pre-Covid levels.

## MAKI Area Scorecard FQ2 2021/22

Performance element	Status	Performance Trend	Target FQ1	Actual FQ1	Target FQ2	Actual FQ2	Owner	Comments
Car parking income to date - MAKI (Streetscene MAKI)	●	↑	£9,885	£8	£24,664	£43,829	Hugh O'Neill	<b>FQ2 2021/22 MAKI</b> Income at FQ2 in MAKI has seen a vast improvement when compared to FQ1. It is likely that some of the income recorded in FQ2 arose from FQ1 but not accounted for due to the cashless parking processes (receipt of income from third parties). The majority of income in MAKI derives from the off-street parking in Inveraray.
								<b>FQ1 2021/22 MAKI</b> Some income arising from card payments is still to be allocated to the area totals, however, these won't be accounted for until FQ2 due to the billing process (card payments are taken by a third party and credited to the Council on a monthly basis). Officer observations are that the MAKI car parks are generally quiet, however; Inveraray is busy at the weekends.
<i>Fisher Row, Inveraray</i>				£0	<i>Income collected each FQ.</i>	£6,818		
<i>The Avenue, Inveraray</i>				£0		£17,245		
<i>Front Street &amp; Toilets, Inveraray</i>				£2		£19,679		
<i>Lorne Street, Lochgilphead</i>				£6		£79		
Car parking income to date - A&B (StreetScene)	●	↑	£194,703	£65,551	£485,808	£491,275	Hugh O'Neill	<b>FQ2 2021/22 A&amp;B</b> While FQ1 showed a significant under-recovery in anticipated income, FQ2 appears to demonstrate a return to pre-Covid behaviour. An element of the under-recovery in FQ1 is likely due to the processes for cashless payments reaching the ledger, however, it is clear that FQ1 income was significantly impacted by on-going Covid lockdown effects. Three of the four areas are showing higher than anticipated income with only B&C continuing to under-recover. It should be noted, however, that a new warden is due to start in B&C in mid-October which is expected to have a positive impact on both driver and parking behaviour and income recovery.
								<b>FQ1 2021/22 A&amp;B</b> While FQ1 is showing an under recovery of £129,168, it should be noted that there are additional card payments amounting to £78,131.85 arising from June. The card payments are made through a third party and credited to the Council on a monthly basis; this does mean, however, that the income from the last full month of each quarter is paid in the following financial quarter. Notwithstanding this, there is still an under recovery for FQ1 which may be an impact of the ongoing Covid restrictions into the start of this financial year. The following is based on Officer observations per area: B&C – car parks remain quiet, even within the free to use car parks. H&L - Arrochar and Luss are busy most of the time. Helensburgh busier on sunny days MAKI - Inveraray is busy at weekends, quiet otherwise OLI - Oban is busy at the weekends.

## MAKI Area Scorecard FQ2 2021/22

Performance element	Status	Performance Trend	Target FQ1	Actual FQ1	Target FQ2	Actual FQ2	Owner	Comments
Dog fouling - total number of complaints MAKI (Streetscene MAKI)	●	↑	27	23	27	20	Tom Murphy	<b>FQ2 2021/22 MAKI</b> The number of dog fouling complaints this quarter for the MAKI area totals 20, this is a reduction in last quarters figures. The warden service will continue to engage with all parties to advise and educate on the issues of dog fouling.
								<b>FQ1 2021/22 MAKI</b> The number of dog fouling complaints received this quarter for the MAKI area was 23, this has not reduced from last quarter which is disappointing. The warden service will continue with their efforts to deal with this issue and hopefully we will see a reduction next quarter.
Dog fouling - total number of complaints A&B (StreetScene)	●	↑	78	72	78	46	Tom Murphy	<b>FQ2 2021/22 A&amp;B</b> Although the number of dog fouling complaints has reduced this quarter it still remains high. The warden service will continue to engage with all parties in an attempt to explain and educate on the issues of dog fouling, however it is difficult to catch a person committing an offence as the majority of the complainants wish to remain anonymous.
								<b>FQ1 2021/22 A&amp;B</b> The number of dog fouling complaints remains high this quarter, this is disappointing. It is hoped we will see an improvement in this next quarter as the warden service will continue to monitor this and engage with all parties in an attempt to deal with this problem. The warden service remains committed to dealing with irresponsible dog owners. The catching of a person committing an offence is very difficult and the majority of complainants either wish to remain anonymous or decline to give a statement. However, wherever possible the wardens engage with an irresponsible dog owner with the view to explain and educate on the issues caused by dog fouling.

## MAKI Area Scorecard FQ2 2021/22

Performance element	Status	Performance Trend	Target FQ1	Actual FQ1	Target FQ2	Actual FQ2	Owner	Comments
LEAMS [Local Environment Audit and Management System] - MAKI Mid Argyll (Cleanliness Monitoring Systems) <b>MONTHLY DATA COMBINED TO SHOW QUARTERLY AVERAGE</b>	●	↓	73	84	73	80	Tom Murphy	<b>FQ2 2021/22 MAKI Mid Argyll</b> The street cleanliness levels again this quarter in Mid Argyll are very good, July 82, August 76 and September 81, all exceeding the benchmark and national standards.
								<b>FQ1 2021/22 MAKI Mid Argyll</b> The street cleanliness levels for the 1st quarter in Mid Argyll are again very good, April 86 and May and June 83, this is a very good level of service with each month exceeding the Benchmark Figure of 73.
LEAMS [Local Environment Audit and Management System ]- MAKI Kintyre (Cleanliness Monitoring Systems) <b>MONTHLY DATA COMBINED TO SHOW QUARTERLY AVERAGE</b>	●	↓	73	81	73	80	Tom Murphy	<b>FQ2 2021/22 MAKI Kintyre</b> The street cleanliness figures again this month for Kintyre are very good. July 74, August 83 and September 84.
								<b>FQ1 2021/22 MAKI Kintyre</b> The street cleanliness levels in Kintyre has exceeded the last quarter's figures with April 87, May 81 and June 76, this is a very good level of service.
LEAMS [Local Environment Audit and Management System] - MAKI Islay (Cleanliness Monitoring Systems) <b>MONTHLY DATA COMBINED TO SHOW QUARTERLY AVERAGE</b>	●	⇒	73	84	73	84	Tom Murphy	<b>FQ2 2021/22 MAKI Islay</b> The street cleanliness on Islay remains high at 84 over all 3 months in the 2nd quarter.
								<b>FQ1 2021/22 MAKI Islay</b> Isle of Islay again sees a very high standard of street cleanliness for the 1st quarter with each month scoring 84, exceeding the Benchmark figure of 73.
LEAMS [Local Environment Audit and Management System] - Argyll and Bute monthly average (Cleanliness Monitoring Systems)x <b>MONTHLY DATA COMBINED TO SHOW QUARTERLY AVERAGE</b>	●	⇒	73	81	73	81	Tom Murphy	<b>FQ2 2021/22 A&amp;B</b> Again this quarter the level of street cleanliness remains at a very high standard. The role of the Amenity Wardens has had a key influence around littering and dog fouling to assist in maintaining the good level of performance.
								<b>FQ1 2021/22 A&amp;B</b> The level of street cleanliness across the area remains at a very high standard, exceeding both the National Standard and Benchmark 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.

## MAKI Area Scorecard FQ2 2021/22

Performance element	Status	Performance Trend	Target FQ1	Actual FQ1	Target FQ2	Actual FQ2	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>								
MAKI-Maintain the percentage of 16-19 year olds participating in education, training or employment (Youth Services)	●	↓	94.00%	96.79%	94.00%	96.21%	Simon Easton	<b>FQ2 2021/22 MAKI</b> Developing Young Workforce co-ordinators are now well established within each cluster and making contact with employers.
								<b>FQ1 2021/22 MAKI</b> There has been a slight increase between FQ4 2020/21 and FQ1 2021/22.
EDU107_04-Maintain the percentage of 16-19 year olds in Argyll and Bute participating in education, training or employment (Youth Services)	●	↓	94.00%	94.58%	94.00%	93.50%	Simon Easton	<b>FQ2 2021/22 A&amp;B</b> The Annual Participation Measure for 2020-21 was released on 31 <sup>st</sup> August 2021. In Argyll and Bute 93.5% of young people aged 16-19 were participating (in work, training or education). This figure is 1.3% above the national average. 3.2% were not participating, which is equal with the national average. 3.3% were unconfirmed, which is 1.3% below the national average.
								<b>FQ1 2021/22 A&amp;B</b> The Annual Participation Measure is collated and reported on once a year, normally September. Since April 2021 SDS has begun reporting on 16 to 19 year olds on a monthly basis.

## MAKI Area Scorecard FQ2 2021/22

Performance element	Status	Performance Trend	Target FQ1	Actual FQ1	Target FQ2	Actual FQ2	Owner	Comments
<b>Corporate Outcome No.5 - The economy is diverse and thriving</b>								
% of Pre-application enquiries processed within 20 working days - MAKI (Planning Applications)	●	↓	75.0%	54.8%	75.0%	54.3%	Peter Bain	<b>FQ1 2021/22 MAKI</b> Unfortunately, no improvement in turnaround times for pre-applications was posted in FQ2 at 54.3% closed in 20 working days. However there was a 77% increase in pre-applications received when compared to the same period last year. It should be noted that following the transfer of a Planning Officer to the Bute, Cowal, Helensburgh & Lomond Team, the Area Team Leader for Mid Argyll, Kintyre & Islay Team took on the case load whilst a new Planning Officer was recruited. The new Officer started on 12th July.
								<b>FQ2 2021/22 MAKI</b> Performance in MAKI generally continues to be impacted by the backlog of work arising from Covid which is continuing to impact upon performance across the wider DM team. The MAKI team have operated during FQ1 with a vacancy following the departure of an Officer to the Helensburgh office. Recruitment has been completed however it will be mid July before the new recruit takes up post.
% of Pre-application enquiries processed within 20 working days - A&B (Planning Applications)	●	↓	75.0%	66.7%	75.0%	65.5%	Peter Bain	<b>FQ2 2021/22 A&amp;B</b> The Development Management Team is seeing an uplift in demand for the service, whilst operating at reduced capacity in terms of resource - this is reflected in the performance for FQ2, which traditionally sees a higher level of annual leave taken. 65.5% of pre-application enquiries were turned around in 20 working days, against a target of 75% The volume of enquiries has increased by over a third since the same period last year. During FQ2, a new Planning Officer joined the team in Mid-Argyll, but the Oban team continued to operate throughout the whole period with a vacant post. The position has been offered to the successful candidate with an anticipated start date in November. This will bring the team up to the minimum resource level required to operate the service for the first time in over a year.
								<b>FQ1 2021/22 A&amp;B</b> FQ1 has seen a slight downturn on FQ4 but still slightly below target as the team prioritises the processing of planning applications during the Covid pandemic; performance has also been impacted during FQ1 by two vacancies, and long term absence.

## MAKI Area Scorecard FQ2 2021/22

Performance element	Status	Performance Trend	Target FQ1	Actual FQ1	Target FQ2	Actual FQ2	Owner	Comments
Householder planning apps: ave no. of weeks to determine - MAKI (Planning Applications)	●	↓	8.0 wks	10.0 wks	8.0 wks	11.9 wks	Peter Bain	<b>FQ2 2021/22 MAKI</b> The average turnaround time for Householder planning applications was 11.9 weeks, however this figure is impacted by two applications which took over four months to determine. It should be noted that following the transfer of a Planning Officer to the Bute, Cowal, Helensburgh & Lomond Team, the Area Team Leader for Mid Argyll, Kintyre & Islay Team took on the case load whilst a new Planning Officer was recruited.
								<b>FQ1 2021/22 MAKI</b> Performance in FQ1 improved to 10.0 weeks when compared to FQ4 at 10.3 weeks, in what are difficult operational circumstances and a vacancy arising within the MAKI team. Recruitment has been completed and will see a new planning officer join the team during FQ2.

## MAKI Area Scorecard FQ2 2021/22

Performance element	Status	Performance Trend	Target FQ1	Actual FQ1	Target FQ2	Actual FQ2	Owner	Comments
Householder planning apps: ave no. of weeks to determine - ABC (Planning Applications)	●	↓	8.0 wks	9.1 wks	8.0 wks	9.7 wks	Peter Bain	<b>FQ2 2021/22 A&amp;B</b> The Development Management Team is seeing an uplift in demand for the service, whilst operating at reduced capacity in terms of resource - this is reflected in the performance for FQ2, which traditionally sees a higher level of annual leave taken. Following the temporary addition of a colleague to our Central Validation Team, the number of applications validated increased by 22% over the same period last year. (Demonstrating our commitment to "Grow Your Own", this succession planning for the impending retirement of a key member of the CVT has shown dividends.) When reporting against applications determined, performance in terms of timescale of delivery saw a reduction in all areas. However, this must be set against a 25% increase in volume compared to the same period last year: - Householder Applications +14% - Local (excl HH) Applications +13% - Other* Applications +85% *The category of "Other" applications constitute those for which we receive very little income, as laid down in legislation. The 74 applications determined, attracted the sum of £2,982 (or £40.30 each) at times of budgetary challenges being experienced by Local Planning Authorities. During FQ2, a new Planning Officer joined the team in Mid-Argyll, but the Oban team continued to operate throughout the whole period with a vacant post. The position has been offered to the successful candidate with an anticipated start date in November. This will bring the team up to the minimum resource level required to operate the service for the first time in over a year.
								<b>Benchmarking 2019/20, 2020/21 and 2021/22</b> This is one of several measures where the Development Management service is benchmarked against The Scottish Government and "Rural 9" average performance. Changes made by The Scottish Government in reporting cycles, have necessitated changes to the way we input benchmarking figures in Pyramid: 1) The annual benchmark figure, when published in July each year will be used to retrospectively update every FQ for that FY (applied to FY 2019/20 & FY 2020/21). 2) This will be projected forward throughout the four FQ's of the next FY* (as has been standard practice in Development Management for over a decade now). * projected benchmark figures are necessary to populate the field in Scorecard, due to the fact that information is now only published by The Scottish Government twice a year.
								<b>FQ1 2021/22 A&amp;B</b> The team are working through the backlog of planning applications caused by the extreme changes to working practices earlier in the year. Set against this backdrop, the improvement in performance from 10.0 weeks in the previous quarter to 9.1 weeks has been maintained during FQ1 despite the ongoing operational difficulties of delivering the Planning Service with the restrictions brought about by the pandemic.

## MAKI Area Scorecard FQ2 2021/22

Performance element	Status	Performance Trend	Target FQ1	Actual FQ1	Target FQ2	Actual FQ2	Owner	Comments
<b>Corporate Outcome No.6 - We have infrastructure that supports sustainable growth</b>								
Street lighting - MAKI percentage of faults repaired within 10 days (Street Lighting - Maintenance)	●	↓	75%	45%	75%	18%	Hugh O'Neill	<b>FQ2 2021/22 MAKI</b> Over the last 12 months, outstanding street lighting defects have been reduced from approx. 350 down to approx. 180 faults. To set the context there are approx. 14,000 lighting units across the whole Argyll and Bute lighting area which means that we have just over 1% with reported faults. This includes underground cabling faults of which we have 14 currently recorded. This number could increase following further attendance on site when fault diagnostic work is carried out to fully identify the underlying fault cause. We continue to run with absence within the team including currently one colleague who was hospitalised through Covid and is expected to be off for some while. In order to address the current 180 or so lighting faults, the Lighting Team have been asked to make a Monday and a Wednesday return to the RIS Leadership Team setting out the number of faults that have been repaired and the number of faults that are existing. In some areas subcontractors may well be utilised to enable the current lighting backlog to be resolved. Lighting performance and working towards meeting the current performance targets will continue on the RIS Leadership agenda. It should be noted that lighting faults usually rise in the winter months.
								<b>FQ1 2021/22 MAKI</b> We have identified a further issue with the Asset Management system (LMS) which does not calculate the dark lamp reports in line with quarterly performance on Pyramid. We have manually checked this over the individual months of the first quarter of 2021/22 which shows April 51.2%, May 52.2% and June at 25%. Further analysis of June's poor performance has revealed that several jobs were completed on time, however had not been marked up on the asset system by staff within the allotted timescales. Therefore adjusting this means June compliance is 56.2%. Tallying all three for the quarter give a compliance of 53.2%. Whilst still below the compliance rate we have again improved month on month this year. We have now recruited an electrician in the Helensburgh area which should improve repair timescales and take pressure off Dunoon and Lochgilphead based resources.

## MAKI Area Scorecard FQ2 2021/22

Performance element	Status	Performance Trend	Target FQ1	Actual FQ1	Target FQ2	Actual FQ2	Owner	Comments
RIS113_05-The percentage of street lighting fault repairs are completed within 10 working days (Street Lighting - Maintenance)	●	↓	75%	46%	75%	31%	Hugh O'Neill	<b>FQ2 2021/22 A&amp;B</b> Over the last 12 months, outstanding street lighting defects have been reduced from approx. 350 down to approx. 180 faults. To set the context there are approx. 14,000 lighting units across the whole Argyll and Bute lighting area which means that we have just over 1% with reported faults. This includes underground cabling faults of which we have 14 currently recorded. This number could increase following further attendance on site when fault diagnostic work is carried out to fully identify the underlying fault cause. We continue to run with absence within the team including currently one colleague who was hospitalised through Covid and is expected to be off for some while. In order to address the current 180 or so lighting faults, the Lighting Team have been asked to make a Monday and a Wednesday return to the RIS Leadership Team setting out the number of faults that have been repaired and the number of faults that are existing. In some areas subcontractors may well be utilised to enable the current lighting backlog to be resolved. Lighting performance and working towards meeting the current performance targets will continue on the RIS Leadership agenda. It should be noted that lighting faults usually rise in the winter months.
								<b>FQ1 2021/22 A&amp;B</b> Whilst the performance in FQ1 is an improvement from FQ4 the service acknowledges that performance is still below target and is continuing to work with the action plan that was implemented to improve performance. The service has introduced a Street Lighting Service Disruption page onto our Website and identified an issue with the Asset Management system (LMS) which does not automatically provide updates to customers reporting faults on our street lighting Network. We have been working with staff in the contact centre and RIS Administration to pick up updates from LMS and add these to Oracle to ensure better updates are being received. The team are holding regular Network and Operational Meetings to provide staff with support and highlight areas for improvement, this is being managed with a set of actions in the improvement plan. The team have now recruited an electrician in the Helensburgh area which should improve repair timescales.

## MAKI Area Scorecard FQ2 2021/22

Performance element	Status	Performance Trend	Target FQ1	Actual FQ1	Target FQ2	Actual FQ2	Owner	Comments
Total number of complaints regarding waste collection MAKI (Streetscene MAKI)		⇒	No Target	0	No Target	0	Tom Murphy	<b>FQ2 2021/22 MAKI</b> Again this quarter there are no waste collection complaints for the Mid Argyll, Kintyre and Islay areas, this is an excellent level of service.
								<b>FQ1 2021/22 MAKI</b> There were no waste collection complaints for the Mid Argyll, Kintyre and Islay areas for the FQ1, this is an excellent level of service given the number of domestic and commercial properties serviced.
Total number of complaints regarding waste collection - A&B (StreetScene)		⇒	No Target	0	No Target	0	Tom Murphy	<b>FQ2 2021/22 A&amp;B</b> Again this quarter there were no waste collection complaints received in relation to the service. This is an excellent level of service given the number of properties serviced.
								<b>FQ1 2021/22 A&amp;B</b> There were no waste collection complaints received in relation to the service across the whole of the district for the FQ1 period. The is an excellent level of service given the number of properties serviced. While carrying out these duties safe working practices relating to Covid remain in place.

## MAKI Area Scorecard FQ2 2021/22

Performance element	Status	Performance Trend	Target FQ1	Actual FQ1	Target FQ2	Actual FQ2	Owner	Comments
RIS114_01-The percentage of waste that is recycled, composted and recovered (Waste Management Performance)	●	↑	45.0%	46.6%	45.0%	50.5%	John Blake	<b>FQ2 2021/22 A&amp;B</b> 50.5% recycling ,composting and recovery in Q2 (35.0% recycling/composting plus 15.5% recovery). Recycling levels back to normal with rates similar to pre-Covid levels.
								<b>FQ1 2021/22 A&amp;B</b> 46.6% recycling, composting and recovery (35.0% recycling/composting plus 11.6% recovery). FQ1 percentages in this quarter at more normal levels compared to April-June 2020 when council kerbside recycling services suspended and recycling/civic amenity sites were closed during the early months of Pandemic.
Shanks - Percentage of waste recycled, composted and recovered (Waste Management Performance)		↑	No Target	45.5%	No Target	52.8%	John Blake	<b>FQ2 2021/22 Waste PPP Area</b> 52.8% recycling ,composting and recovery in Q2 (30.6% recycling/composting plus 22.2% recovery). Recycling levels back to normal with rates similar to pre-Covid levels.
								<b>FQ1 2021/22 Waste PPP Area</b> 45.5% recycling, composting and recovery (30.2% recycling/composting plus 15.3% recovery). FQ1 percentages in this quarter at more normal levels compared to April-June 2020 when council kerbside recycling services suspended and recycling/civic amenity sites were closed during the early months of Pandemic.
Islands - Percentage of waste recycled, composted and recovered (Waste Management Performance)		↑	No Target	33.8%	No Target	37.2%	John Blake	<b>FQ2 2021/22 Islands</b> 37.2% recycling ,composting and recovery in Q2 (35.9% recycling/composting plus 1.3% recovery). Recycling levels more back to normal with rates closer to pre-Covid levels.
								<b>FQ1 2021/22 Islands</b> 33.8% recycling, composting and recovery (32.3% recycling/composting plus 1.5% recovery). FQ1 percentages in this quarter at more normal levels compared to April-June 2020 when council kerbside recycling services suspended and recycling/civic amenity sites were closed during the early months of Pandemic.
H&L - Percentage of waste recycled, composted and recovered (Waste Management Performance)		↓	No Target	52.0%	No Target	51.2%	John Blake	<b>FQ2 2021/22 H&amp;L</b> 51.2% recycling ,composting and recovery in Q2 (43.2% recycling/composting plus 8.0% recovery). Recycling levels more back to normal with rates close to pre-Covid levels.
								<b>FQ1 2021/22 H&amp;L</b> 52.0% recycling ,composting and recovery (44.0% recycling/composting plus 8.0% recovery). FQ1 percentages in this quarter at more normal levels compared to April-June 2020 when council kerbside recycling services suspended and recycling/civic amenity sites were closed during the early months of Pandemic.

## MAKI Area Scorecard FQ2 2021/22

Performance element	Status	Performance Trend	Target FQ1	Actual FQ1	Target FQ2	Actual FQ2	Owner	Comments
<b>Making It Happen</b>								
MAKI Teacher absence (Education Other Attendance)		↑	No Target	1.51 days	No Target	1.00 day	Simon Easton	<b>FQ2 2021/22 MAKI</b> Teacher sickness absence levels in MAKI have fallen from the first quarter as per the seasonal trend as it is summer holiday period. MAKI teachers have also seen a reduction in the numbers of days absent in the same quarter last year which is interesting as this is the opposite trend to what we are seeing with LGE staff where there is an increase.
								<b>FQ1 2021/22 MAKI</b> Last year absence levels were unusually low due to the pandemic and therefore an increase was expected in comparison with the same quarter last year.
A&B Teacher absence (HR1 - Sickness Absence ABC)		↑	No Target	1.36 days	No Target	0.89 days	Simon Easton	<b>FQ2 2021/22 A&amp;B</b> Overall Teacher sickness absence levels have fallen from quarter one - this is a seasonal trend connected to the summer holiday period. Absence levels are also very slightly lower than the same quarter last year whereas LGE absence levels are significantly higher.
								<b>FQ1 2021/22 A&amp;B</b> Last year absence levels were unusually low due to the pandemic and therefore an increase was expected in comparison with the same quarter last year.
MAKI LGE only (HR1 - Sickness Aabsence ABC)		↓	No Target	2.78 days	No Target	2.86 days	Carolyn McAlpine	<b>FQ2 2021/22 MAKI</b> MAKI sickness absence levels have increased very slightly in comparison to quarter one. This is unusual as seasonally there is usually a large reduction at this time of year due to it being summer holiday period. Levels have increased on the same quarter last year which was just as the country was emergency from lockdown an in line with the overall LGE picture.
								<b>FQ1 2021/22 MAKI</b> Last year absence levels were unusually low due to the pandemic and therefore an increase was expected in comparison with the same quarter last year.
A&B LGE staff summary - combined office and non-office (HR1 - Sickness absence ABC)		↑	No Target	3.32 days	No Target	3.16 days	Carolyn McAlpine	<b>FQ2 2021/22 A&amp;B</b> Overall LGE sickness absence levels have fallen in this quarter which is in line with seasonal trends as this is the summer holiday period. The sickness absence levels have increased on the same period last year by almost a day and a third. The same period last year was just as we were emerging out of lockdown which had seen much lower levels of absence.
								<b>FQ1 2021/22 A&amp;B</b> Last year absence levels were unusually low due to the pandemic and therefore an increase was expected in comparison with the same quarter last year.



**MAKI Area Scorecard 2021-22**  
FQ2 21/22

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

**Corporate Outcome - People live active, healthier and independent lives**

Number of affordable social sector new builds - MAKI	Actual 0 <span style="color: green;">G</span>	Target 0 <span style="color: blue;">↔</span>	Number of new affordable homes completed per annum.	Actual 19 <span style="color: green;">G</span>	Target 19	Benchmark 75 <span style="color: blue;">↓</span>
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**Corporate Outcome - People live in safer and stronger communities**

Car Parking income to date - MAKI	Actual £ 43,829 <span style="color: green;">G</span>	Target £ 24,664 <span style="color: blue;">↑</span>	Car Parking income to date - A&B	Actual £ 491,275 <span style="color: green;">G</span>	Target £ 485,808 <span style="color: blue;">↑</span>
MAKI - Number of Parking Penalty Notices Issued	Actual 42 <span style="color: blue;">↑</span>		A&B - Number of Parking Penalty Notices Issued	Actual 1,583 <span style="color: blue;">↓</span>	
Dog fouling - total number of complaints MAKI-QUARTERLY	Actual 20 <span style="color: blue;">↑</span>	Target 27 <span style="color: blue;">↑</span>	Dog fouling - total number of complaints A&B - QUARTERLY	Actual 46 <span style="color: green;">G</span>	Target 78 <span style="color: blue;">↑</span>
LEAMS [Local Environment Audit and Management System] - MAKI Mid Argyll	Actual 80 <span style="color: green;">G</span>	Target 73 <span style="color: blue;">↓</span>	LEAMS [Local Environment Audit and Management System] - Argyll and Bute monthly average	Actual 81 <span style="color: green;">G</span>	Target 73 <span style="color: blue;">↓</span>
LEAMS [Local Environment Audit and Management System] - MAKI Kintyre	Actual 80 <span style="color: green;">G</span>	Target 73 <span style="color: blue;">↓</span>	LEAMS [Local Environment Audit and Management System] - MAKI Islay	Actual 84 <span style="color: green;">G</span>	Target 73 <span style="color: blue;">↔</span>

**Making It Happen**

MAKI Teacher Absence	Actual 1.00 Days <span style="color: blue;">↑</span>	A&B Teacher Absence	Actual 0.89 Days <span style="color: blue;">↑</span>
MAKI LGE Only	Actual 2.86 Days <span style="color: blue;">↓</span>	A&B LGE Staff Summary - Combined Office & Non Office	Actual 3.16 Days <span style="color: blue;">↑</span>

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

MAKI-Maintain the percentage of 16-19 year olds participating in education, training or employment	Actual 96.21 % <span style="color: green;">G</span>	Target 94.00 % <span style="color: blue;">↓</span>	EDU107_04-Maintain the percentage of 16-19 year olds in Argyll and Bute participating in education, training or employment	Actual 93.50 % <span style="color: red;">R</span>	Target 94.00 % <span style="color: blue;">↓</span>	Benchmark 92.60 %
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**Corporate Outcome - We have infrastructure that supports sustainable growth**

Complaints re Waste Collection MAKI	Actual 0 <span style="color: blue;">↔</span>	Total number of Complaints regarding Waste Collection - A&B	Actual 0 <span style="color: blue;">↔</span>			
Street lighting - MAKI percentage of faults repaired within 10 days	Actual 18 % <span style="color: red;">R</span>	Target 75 % <span style="color: blue;">↓</span>	RIS113_05-The percentage of street lighting fault repairs are completed within 10 working days	Actual 31 % <span style="color: red;">R</span>	Target 75 % <span style="color: blue;">↓</span>	
Shanks - Percentage of Waste Recycled, Composted & Recovered	Actual 52.8 % <span style="color: blue;">↑</span>		Islands - Percentage of Waste Recycled, Composted & Recovered	Actual 37.2 % <span style="color: blue;">↑</span>		
H&L - Percentage of Waste Recycled, Composted & Recovered	Actual 51.2 % <span style="color: blue;">↓</span>		RIS114_01-The percentage of waste that is recycled, composted or recovered	Actual 50.5 % <span style="color: green;">G</span>	Target 45.0 % <span style="color: blue;">↑</span>	Benchmark 46.7 %

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

Householder Planning Apps: Ave no of Weeks to Determine - MAKI	Actual 11.9 Wks <span style="color: red;">R</span>	Target 8.0 Wks <span style="color: blue;">↓</span>	Benchmark 9.7 Wks	Householder Planning Apps: Ave no of Weeks to Determine - ABC	Actual 9.7 Wks <span style="color: red;">R</span>	Target 8.0 Wks <span style="color: blue;">↑</span>	Benchmark 8.1 Wks
% of Pre-Application enquiries processed within 20 working days - MAKI	Actual 54.3 % <span style="color: red;">R</span>	Target 75.0 % <span style="color: blue;">↓</span>	% of Pre-application enquiries processed within 20 working days - A&B	Actual 65.5 % <span style="color: red;">R</span>	Target 75.0 % <span style="color: blue;">↓</span>		

**Argyll Bute COUNCIL** **MAKI Area Scorecard 2021-22**  
**FQ2 21/22**

*'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**

MAKI-Maintain the percentage of 16-19 year olds participating in education, training or employment	Actual	96.21 %	⬆️
	Target	94.00 %	⬇️

EDU107_04-Maintain the percentage of 16-19 year olds in Argyll and Bute participating in education, training or employment	Actual	93.50 %	⬆️
	Target	94.00 %	⬇️
	Benchmark	92.60 %	

**Argyll Bute COUNCIL** **MAKI Area Scorecard 2021-22**  
**FQ2 21/22**

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

**Corporate Outcome - People live active, healthier and independent lives**

Number of affordable social sector new builds - MAKI	Actual	0	⬆️
	Target	0	➡️

Number of new affordable homes completed per annum.	Actual	19	⬆️
	Target	19	⬆️
	Benchmark	75	⬇️



## MAKI Area Scorecard 2021-22

FQ2 21/22

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

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

Householder Planning Apps: Ave no of Weeks to Determine - MAKI	Actual	11.9 Wks	<b>R</b>
	Target	8.0 Wks	↓
	Benchmark	9.7 Wks	

Householder Planning Apps: Ave no of Weeks to Determine - ABC	Actual	9.7 Wks	<b>R</b>
	Target	8.0 Wks	↑
	Benchmark	8.1 Wks	

% of Pre-Application enquiries processed within 20 working days - MAKI	Actual	54.3 %	<b>R</b>
	Target	75.0 %	↓

% of Pre-application enquiries processed within 20 working days - A&B	Actual	65.5 %	<b>R</b>
	Target	75.0 %	↓



## MAKI Area Scorecard 2021-22

FQ2 21/22

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

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

Car Parking income to date - MAKI	Actual	£ 43,829	
	Target	£ 24,664	

Car Parking income to date - A&B	Actual	£ 491,275	
	Target	£ 485,808	

MAKI - Number of Parking Penalty Notices Issued	Actual	42	
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A&B - Number of Parking Penalty Notices Issued	Actual	1,583	
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Dog fouling - total number of complaints MAKI-QUARTERLY	Actual	20	
	Target	27	

Dog fouling - total number of complaints A&B - QUARTERLY	Actual	46	
	Target	78	

LEAMS [Local Environment Audit and Management System] - MAKI Mid Argyll	Actual	80	
	Target	73	

LEAMS [Local Environment Audit and Management System] - Argyll and Bute monthly average	Actual	81	
	Target	73	

LEAMS [Local Environment Audit and Management System] - MAKI Kintyre	Actual	80	
	Target	73	

LEAMS [Local Environment Audit and Management System] - MAKI Islay	Actual	84	
	Target	73	



## MAKI Area Scorecard 2021-22

FQ2 21/22

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

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

Complaints re Waste  
Collection MAKI

Actual 0 →

Total number of Complaints  
regarding Waste Collection -  
A&B

Actual 0 →

Street lighting - MAKI  
percentage of faults repaired  
within 10 days

Actual 18 % **R**  
Target 75 % ↓

RIS113\_05-The percentage of  
street lighting fault repairs are  
completed within 10 working  
days

Actual 31 % **R**  
Target 75 % ↓

Shanks - Percentage of  
Waste Recycled, Composted  
& Recovered

Actual 52.8 % ↑

Islands - Percentage of  
Waste Recycled, Composted  
& Recovered

Actual 37.2 % ↑

H&L - Percentage of Waste  
Recycled, Composted &  
Recovered

Actual 51.2 % ↓

RIS114\_01-The percentage  
of waste that is recycled,  
composted or recovered

Actual 50.5 % **G**  
Target 45.0 % ↑  
Benchmark 46.7 %



## MAKI Area Scorecard 2021-22

FQ2 21/22

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

### Making It Happen

MAKI Teacher Absence    Actual    1.00 Days    ↑

A&B Teacher Absence    Actual    0.89 Days    ↑

MAKI LGE Only    Actual    2.86 Days    ↓

A&B LGE Staff Summary -  
Combined Office & Non  
Office    Actual    3.16 Days    ↑

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## Mid Argyll, Kintyre and the Islands Workplan 2021 – 22

Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
<b>1<sup>st</sup> December 2021</b>					
1 <sup>st</sup> December 2021	Campbeltown Grammar School Report	Samantha Stewart Acting Head Teacher	Annual Report		
1 <sup>st</sup> December 2021	Lochgilphead High School Report	Ann Devine Head Teacher	Annual Report		
1 <sup>st</sup> December 2021	Islay High School Report	Stephen Harrison Head Teacher	Annual Report		
1 <sup>st</sup> December 2021	Tarbert Academy Report	Neil McKnight Head Teacher	Annual Report		
1 <sup>st</sup> December 2021	Quarterly Performance Scorecard FQ2 21/22	Jane Fowler/Sonya Thomas Performance and Improvement	Quarterly Report		
1 <sup>st</sup> December 2021	HSCP Annual Performance Report	Charlotte Craig/Fiona Davies HSCP	Annual Report		
1 <sup>st</sup> December 2021	ACHA Annual Update	Alastair MacGregor, Chief Executive ACHA	Annual Report		
1 <sup>st</sup> December 2021	Charities and Trust Funds	Shona Barton Legal and Regulatory Support	Annual Report		

## Mid Argyll, Kintyre and the Islands Workplan 2021 – 22

Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
1 <sup>st</sup> December 2022	Roads and Infrastructure Services Update	Jim Smith Roads and Infrastructure Services	Regular Report		
1 <sup>st</sup> December 2022	Tarbert and Lochgilphead Regeneration Fund – Ardrishaig Public Realm	Anna Watkiss Development and Economic Growth	One off Report		
<b>2<sup>nd</sup> March 2022</b>					
2 <sup>nd</sup> March 2022	Supporting Communities Fund Applications	Rona Gold/ Antonia Baird Chief Executive	Annual Report		
2 <sup>nd</sup> March 2022	Scottish Water Update	Georgie Reid Scottish Water	Annual Report		
2 <sup>nd</sup> March 2022	Quarterly Performance Scorecard FQ3 21/22	Jane Fowler/Sonya Thomas Performance and Improvement	Quarterly Report		
2 <sup>nd</sup> March 2022	Roads and Infrastructure Services Update	Jim Smith Roads and Infrastructure Services	Annual Report		To include Roads Capital Plan, Roads and Amenities Revenue Work Plan (Programmed), Grass Cutting

## Mid Argyll, Kintyre and the Islands Workplan 2021 – 22

Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
					Schedule and Post Winter Update
2 <sup>nd</sup> March 2022	Transport Scotland Update	Neil MacFarlane Transport Scotland	Annual Report		
2 <sup>nd</sup> March 2022	Strategic Housing investment plan (SHIP)	Douglas Whyte Development and Economic Growth	Annual Report		Deferred from Dec 21.
2 <sup>nd</sup> March 2022	Skills Development Scotland Update	Susan MacRae Skills Development Scotland	Regular Update		
2 <sup>nd</sup> March 2022	Traffic Management in Davaar and Meadows Housing Schemes	Jim Smith Roads and Infrastructure Services	Update Report		
2 <sup>nd</sup> March 2022	Major Projects Update				
<b>Future Items</b>					
	Patient Transport Policy	Health and Social Care Partnership	One off report		Update on new policy following completion of review
	Flooding Issues in MAKI	Roads and Infrastructure Services Jim Smith	Ongoing		To remain as an item until such times as

## Mid Argyll, Kintyre and the Islands Workplan 2021 – 22

Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
					problems are rectified
	Tarbert and Lochgilphead Regeneration Fund	Audrey Martin Development and Economic Growth	Regular Updates and decision		
June 2023	Supporting Communities Fund – End of Project Monitoring 21/22	Rona Gold/Antonia Baird Chief Executive	Regular Report		
	MAKI Accessibility and Footway Survey	Jim Smith Roads and Infrastructure Services	Regular Report		

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ARGYLL AND BUTE COUNCIL

MID ARGYLL, KINTYRE AND THE  
ISLANDS AREA COMMITTEE

DEVELOPMENT AND  
ECONOMIC GROWTH

1<sup>ST</sup> DECEMBER 2021

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**Tarbert and Lochgilphead Regeneration Fund - Ardrishaig North Public Realm  
Full Business Case**

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**1.0 EXECUTIVE SUMMARY**

- 1.1 The purpose of this report is to provide Members with an update on the Tarbert and Lochgilphead Regeneration Fund project Ardrishaig North Public Realm (LA13) and to seek approval of the draft Full Business Case for this project
- 1.2 A Full Business Case has been developed and the procurement for the construction phase will conclude shortly and will confirm the project costs.

**Recommendations**

- 1.3 Members of the Mid Argyll, Kintyre and the Islands Area Committee are asked to note the progress made with the project and recommend to the Policy and Resources Committee that:
1. The draft full business case for Ardrishaig is approved and that Council funding of up to £330,000 is confirmed for the Ardrishaig North Public Realm Project from the Tarbert and Lochgilphead Regeneration Fund.
  2. Approval of the final Full Business Case for Ardrishaig North Public Realm is delegated to the Executive Director with responsibility for Development and Infrastructure Services, subject to it being demonstrated that this is within the approved budget prior to implementation.
  3. Delegated authority be afforded to the Executive Director with responsibility for Development and Infrastructure Services for the delivery of the project.

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**ARGYLL AND BUTE COUNCIL**
**MID ARGYLL, KINTYRE AND THE ISLANDS AREA COMMITTEE**
**DEVELOPMENT AND ECONOMIC GROWTH**
**1<sup>ST</sup> DECEMBER 2021**


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**Tarbert and Lochgilphead Regeneration Fund –Ardrishaig North Public Realm Full Business Case**


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**2.0 INTRODUCTION**

- 2.1 This report provides an update on the Tarbert and Lochgilphead Regeneration Fund project Ardrishaig North Public Realm (LA13) and to seek approval of the draft Full Business Case for this project
- 2.2 On 6 September 2017, the Mid Argyll, Kintyre and the Islands Area Committee agreed the six projects which should proceed to full business case through the Tarbert and Lochgilphead Regeneration Fund. This decision was ratified by Policy and Resources Committee on 19 October 2017.
- 2.3 The Ardrishaig North Public Realm project was one of the six approved projects. The allocation of funding approved via the Tarbert and Lochgilphead Regeneration Fund was £330,000. Additional funding has also been secured for the project. The total funding to date for the project is shown in the table below.

<b>Project Ref.</b>	<b>Project</b>	<b>T&amp;LRF Allocation</b>	<b>Additional Funding</b>	<b>Total Funding</b>
LA13	Ardrishaig North Public Realm Improvements	£330,000	<ul style="list-style-type: none"> <li>• Sustrans £86,600</li> <li>• Green Travel Initiatives Fund £140,000</li> <li>• Crown Estates £50,000</li> <li>• HITRANS £50,000*</li> <li>• Cycling Walking Safer Routes £60,000*</li> </ul>	£716,600

\* Funding needs to be spent by 18 March 2022

- 2.4 It was previously agreed that a full business cases for each of the projects will be submitted for consideration by the Mid Argyll, Kintyre and the Islands and the Policy and Resource Committee as they become available. However due to some external funding needing to be spent by 18 March 2022 it is recommended that the committee considers a draft version of the full business case and delegates authority to approve the full business case to the Executive Director for Development and Infrastructure Services. This report provides an update on the project and the preparation of the Full Business Cases.

### **3.0 RECOMMENDATIONS**

- 3.1 Members of the Mid Argyll, Kintyre and the Islands Area Committee are asked to note the progress made and recommend to Policy and Resources Committee that:
1. The draft full business case for Ardrishaig is approved and that Council funding of up to £330,000 is confirmed for the Ardrishaig North Public Realm Project from the Tarbert and Lochgilphead Regeneration Fund.
  2. Approval of the final Full Business Case for Ardrishaig North Public Realm is delegated to the Executive Director with responsibility for Development and Infrastructure Services, subject to it being demonstrated that this is within the approved budget prior to implementation.
  3. Delegated authority be afforded to the Executive Director with responsibility for Development and Infrastructure Services for the delivery of the project.

### **4.0 DETAIL**

- 4.1 An update to Mid Argyll, Kintyre and the Islands Area Committee in September 2019 proposed to bring Full Business Cases (FBC) for this project back to this committee for approval.
- 4.2 Design work for this project has been prepared by ERZ Ltd and their supporting consultants. Following the sign off of the concept design, ERZ worked on the developed design and technical design stages for the project.
- 4.3 A public consultation on the detailed design for Ardrishaig North took place between 8<sup>th</sup> June 2021 and 28<sup>th</sup> June 2021. The feedback in relation to the project was generally positive although some issues were raised in relation to the proposed road crossing and relocation of bus layby.
- 4.4 A risk that was identified early on was the projects reliance on external funding primarily coming from the one funder-Sustrans. Assurances were given throughout the design stages that Sustrans fully supported the design and they awarded the project £86,600 towards the design costs. However unfortunately despite close working with and input from Sustrans the request to Sustrans for funding towards the projects construction costs was turned down and resulted in an additional funding being sought from other sources.

- 4.5 Additional funding for the project was secured through the Councils Green Travel Fund Initiative, HITRANS and Cycling Walking Safer Routes. Unfortunately the additional funding from these sources did not match the level of funding requested from Sustrans and a value engineering exercise was required to be carried out. The value engineering exercise resulted in dividing the design into a core design with supplementary elements. The core design focused on improvements to the waterfront area and around the North Hall as these were the areas identified by the community as being in most need of improvement. Although the core scheme will improve the connectivity between the waterfront area and the Crinan Canal through the relocation of a bus layby and signage it does not include a proposal for any type of formal road crossing. The local community and key stakeholders have been kept fully informed of the changes to the scope of the project.
- 4.6 The planning application for the project (21/00868/PP) was approved on 30 September. The application received one objection relating to the proposed formal road crossing and associated road markings and a request to leave the bus stop where it is. A formal road crossing is not part of the core design for the project. However the bus stop layby will be relocated in order to accommodate the new public space outside the North Hall
- 4.7 A cost estimate based on the detailed designs has been prepared by our cost consultants and this has been used to inform the draft Full Business Case (FBC). The invitation to tender for the projects was issued on 29<sup>th</sup> October 2021 and the returned tenders are to be returned by 26<sup>th</sup> November 2021 and evaluated by 21 January 2022 to allow a contractor to be appointed 31<sup>st</sup> January 2022. Once returned tenders have been evaluated we will be able to update the FBC prior to delegated approval by the Executive Director.
- 4.8 As the project involves a Council asset, the FBC has been prepared in accordance with the Capital Programme Planning and Management Guide. This includes a detailed Risk Log Worksheet (Appendix 2) that sets out the chance, impact and mitigating actions for each risk.
- 4.9 Once the procurement process has been completed the full FBC will be assessed and scored using the assessment criteria and weightings as agreed by the Strategic Assessment Management Board. The overall score is rated in accordance with the following table:

<b>Business Case Score</b>	<b>Rating</b>
80% -100%	4 (Max.)
70% - 79%	3
60% - 69%	2
Less than 60%	1 (Min.)

Full Business Cases should attain a rating of 4 for them to be considered for progression to the implementation stage.

- 4.10 If procurement proceeds as planned, it is expected that a contract will be awarded by 31 January 2022 with onsite works starting 22<sup>nd</sup> February 2022

## 5.0 CONCLUSION

- 5.1 The project is on track and on the basis of the assessment it is recommended that Council funding of up to £330,000 is confirmed for the Tarbert and Lochgilphead Regeneration Fund. Responsibility for the delivery of the project will be delegated to the Executive Director for Development and Infrastructure Services. This project will deliver a key component of the Tarbert and Lochgilphead Regeneration Fund.
- 5.2 A further report will come before MAKI in 2022 to update members as to progress on this project.

## 6.0 IMPLICATIONS

### 6.1 Policy

The projects will support the overarching objective and long term outcomes of the Council's Corporate Plan, Argyll and Bute Outcome Improvement Plan, the Local Development Plan, the Economic. It will deliver a key component of the Tarbert and Lochgilphead Regeneration Fund.

### 6.2 Financial

At November 2021 £86,863 had been spent on the design work for the project.

There is a further commitment of £30,473 in design fees. The maximum cost to the Tarbert and Lochgilphead Regeneration Fund for the Lochgilphead projects is £330,000 (to include all fees and charges) and current cost estimates indicate that the proposed scheme can be delivered within the budget.

### 6.3 Legal

Working with procurement colleagues in regard to management of contracts and tendering process. Procurement are also in discussion with Ardrishaig Community Trust regarding a License to Occupy for work on land owned by the Trust

### 6.4 HR

None

### 6.5 Fairer Scotland Duty:

#### 6.5.1 Equalities - protected characteristics

An Equalities Impact Assessment has been carried out

#### 6.5.2 Socio-economic Duty

See above

#### 6.5.3 Islands

N/A

### 6.6 Risk

If the contract is not awarded by 31<sup>st</sup> January 2022 there is a risk the

project will miss the deadline of the 18<sup>th</sup> March by which time £110,000 from Cycling Walking Safer Routes and HITRANS funding is required to be spent and this funding will be lost

There is a risk the project will not meet public expectation given that there is a limited budget however we have undertaken consultation with the community and key stakeholders at each key stage to mitigate this as much as possible.

There is a risk that the returned tenders exceed project budget.

For full detail on project risks please refer to Project Risk Register in Appendix 2.

6.7 Customer Service  
None at this time

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

11 November 2021

**For further information contact:**

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Anna Watkiss, Senior Development Officer, Transformation Projects and Regeneration Team, Tel 01546 604344

**APPENDICES**

Appendix 1 Draft Full Business Case for Lochgilphead Front Green and Colchester Square (Confidential)

Appendix 2 Risk Register

NOT FOR PUBLICATION by virtue of paragraph(s) 8  
of Schedule 7A of the Local Government(Scotland) Act 1973

Document is Restricted

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Ardrishaig North Public Realm Risk Register

Risk ID	Risk Owner	Date Registered	Cause: Description of Risk	Inherent Risk Impact 1 low; 2 med; 3 high	Impact Description	Probability 1 low; 2 med; 3 high	Risk Status	Risk Response	Risk Actionee	Residual Risk Impact 1 Low; 2 med; 3 high	Residual Risk Probability	Residual Risk Cost of Impact x Probability post response	Risk Status
2	Douglas Grierson	16/07/2018	Fail to appoint design team	3	Project does not go ahead and reputation damaged	2	M	continue to work with Procurement Team	DG	0	0	M	Closed
5	Douglas Grierson	19/03/2021	Poor response to public consultation	2	Not a true representation of the community	3	H	Use various media formats to publicise public consultations	DG	2	2	M	Closed
3	Douglas Grierson	16/07/2018	Budget does not allow for all community aspirations	2	aspirations exceed available budget	2	M	Regularly engage with stakeholders	DG	3	1	L	Active
4	Douglas Grierson	16/07/2018	Delays in Planning Process	2	Delay in project resulting reputational damage and additional costs	2	M	Planning Officers will be included in steering group	DG	3	1	L	Active
6	Douglas Grierson	16/07/2018	Poor response to construction tender	3	Failure to complete project resulting in reputational damage	2	M	work with procurement to establish best way to advertise contract	DG	3	2	M	Active
7	Douglas Grierson	16/07/2018	Loss of political goodwill	3	Failure to complete project resulting in reputational damage	1	L	Elected Members will be updated on a regular basis	DG	2	1	L	Active
8	Douglas Grierson	16/07/2018	Failure to secure Additional Funding	2	project does not deliver all community expectations resulting reputational damage	2	M	Continue to source additional funding opportunities and work with funding partners	DG	2	2	M	Active
9	Douglas Grierson	16/07/2018	Health and safety risks during construction	3	serious injury or death	1	L	Contractor has robust health and safety practices in place	DG	3	1	L	Active
10	Douglas Grierson	16/07/2018	Lose support of stakeholders	3	Project fails to meet stakeholder expectations resulting reputational damage	2	M	All stakeholders will be given regular project updates	DG	3	1	L	Active
11	Douglas Grierson	08/08/2018	Delays in construction (inc. weather related)	2	Project falls behind Programme	2	M	Timing of works will try and minimise risks		2	2	M	Active
12	Douglas Grierson	08/08/2018	Staff resource being available to progress the project	3	Project falls behind Programme	2	M	provide regular updates to DMT	DG	3	2	M	Active
13	Douglas Grierson	08/08/2018	Tender costs may exceed budget	3	Project cannot be constructed to approved designs	3	H	Design regularly reviewed and can be delivered in stages	DG	3	2	M	Active
14	Douglas Grierson	03/02/2018	Land ownership, The Council do not own all land within project boundary	3	If agreement cannot be reached with third party landowners the design will need to take this into consideration	2	M	Carry out land registry search and continue negotiations with any third party landowners	DG	3	1	L	Active

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