

# Public Document Pack

## Argyll and Bute Council

Comhairle Earra-Ghàidheal Agus Bhòid

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12 September 2022

## NOTICE OF MEETING

A meeting of the **HELENSBURGH & LOMOND AREA COMMITTEE** will be held in the **HELENSBURGH AND LOMOND CIVIC CENTRE** on **TUESDAY, 20 SEPTEMBER 2022** at **9:30 AM**, which you are requested to attend.

Douglas Hendry  
Executive Director

## BUSINESS

1. **APOLOGIES**
2. **DECLARATIONS OF INTEREST**
3. **MINUTE OF THE MEETING OF THE HELENSBURGH AND LOMOND AREA COMMITTEE, HELD ON 14 JUNE 2022** (Pages 3 - 8)
4. **PUBLIC QUESTION TIME**
5. **POLICE SCOTLAND UPDATE** (Pages 9 - 10)  
Update from Inspector Andrew Barron, Police Scotland
6. **AREA PERFORMANCE REPORT - FQ1 2022/23** (Pages 11 - 52)  
Report by Executive Director with responsibility for Customer Support Services
7. **ROADS AND INFRASTRUCTURE SERVICES UPDATE** (Pages 53 - 58)  
Report by Executive Director with responsibility for Roads and Infrastructure Services
8. **RECYCLING AND RECOVERY PERFORMANCE** (Pages 59 - 66)  
Report by Executive Director with responsibility for Roads and Amenity Services
9. **HELENSBURGH WATERFRONT DEVELOPMENT (HWD) - PROJECT POSITION UPDATE** (Pages 67 - 84)  
Report by Executive Director with responsibility for Commercial Services
10. **REFERRAL FROM THE AUDIT AND SCRUTINY COMMITTEE - COMMUNITY ASSET TRANSFER REVIEW** (Pages 85 - 102)  
Extract of Minute of Audit and Scrutiny Committee held on 23 June 2022 and report

by Chair of the Community Asset Transfer Scrutiny Panel

## **REPORTS FOR NOTING**

- 11. HELENSBURGH AND LOMOND AREA COMMITTEE WORKPLAN** (Pages 103 - 108)

## **EXEMPT REPORT FOR DECISION**

- 12. HELENSBURGH, CARDROSS AND DUMBARTON CYCLEPATH UPDATE**

(a) Report by Executive Director with responsibility for Development and Economic Growth (Pages 109 - 116)

(b) Appendix 1 (Pages 117 - 118)

E1 (c) Appendix 2 (Pages 119 - 122)

The Committee 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 paragraphs of Part 1 of Schedule 7a to the Local Government (Scotland) Act 1973.

The appropriate paragraph is:-

E1

Paragraph 6

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

## **Helensburgh & Lomond Area Committee**

Councillor Math Campbell-Sturgess

Councillor Graham Hardie

Councillor Mark Irvine

Councillor Ian MacQuire

Councillor Iain Paterson

Councillor Maurice Corry

Councillor Fiona Howard

Councillor Paul Donald Kennedy

Councillor Gary Mulvaney (Vice-Chair)

Councillor Gemma Penfold (Chair)

Shona Barton, Committee Manager

Contact: Lynsey Innis, Senior Committee Assistant - 01546 604338

**MINUTES of MEETING of HELENSBURGH & LOMOND AREA COMMITTEE held in the  
MARRIAGE ROOM, HELENSBURGH & LOMOND CIVIC CENTRE  
on TUESDAY, 14 JUNE 2022**

**Present:** Councillor Gemma Penfold (Chair)

Councillor Math Campbell-Sturgess	Councillor Mark Irvine
Councillor Maurice Corry	Councillor Paul Kennedy
Councillor Graham Hardie	Councillor Gary Mulvaney
Councillor Fiona Howard	Councillor Ian MacQuire

**Attending:** Shona Barton, Committee Manager  
Inspector Roddy MacNeill, Police Scotland  
Charlotte Craig, Business Improvement Manager, Argyll and Bute HSCP  
Simone McAdam, Education Manager  
Mark Calder, Project Manager  
Colin Young, Senior Transport Delivery Officer

The Chair welcomed everyone to the meeting, giving a special welcome to the newly elected members.

**1. APOLOGIES**

An apology for absence was intimated from Councillor Iain Paterson.

**2. DECLARATIONS OF INTEREST**

Councillor MacQuire declared a non-financial interest in item 9 (Appointment to Outside Bodies – Dunbritton Housing Association) of these minutes on the basis that his relative was the Chair of Dunbritton Housing Association. He advised that the interest was insignificant in terms of the request to appoint a member on behalf of the Area Committee and he remained in the meeting when the matter was determined.

**3. MINUTE OF THE MEETING OF THE HELENSBURGH AND LOMOND AREA COMMITTEE, HELD ON 17 MARCH 2022**

The Minutes of the meeting of the Helensburgh and Lomond Area Committee meeting of 17 March 2022 were approved as a correct record.

**4. PUBLIC QUESTION TIME**

The Committee Manager read out a question from Sarah Davies, Helensburgh Resident and Helensburgh Community Councillor, regarding Lighting in Colquhoun Square.

“Can it please be explained why it has taken six months from the first report of problems, an upheld official complaint and numerous phone calls to get the lights repaired in Colquhoun Square (All those who answered my numerous calls were, efficient, polite and helpful I thank them for that) Are the lights now fully operational?”

Why at no time were the reported faults logged on the website as reported, as other lighting faults are?

Can we please be assured that this problem will not occur again. Functional Street Lighting is a matter of Health and Safety particularly for women, girls, the elderly and the vulnerable.”

Mark Calder, Project Manager responded by advising that the lighting was not currently operational. This was as a result of the columns being non-standard construction, requiring specialist parts. He advised that the ordering had been impacted by a review of suppliers to ensure continued best value. The parts have been ordered but due to the specialist nature there was no timescale for their delivery.

With regard to the upheld complaint, Mark explained that the complaint was in regard to the flow of information rather than the fault. This had been due to the operational and customer facing case management systems being misaligned due to a glitch. Regarding the website, he advised that the complaint had been logged, was in the system, and was being actioned.

In terms of assurances that there would be no further issues, Mark commented that it was not possible to assure that there would never be another fault but that changes in the management and reporting system should reassure that service requests are robustly and appropriately managed. Mark advised that he was in correspondence with the author of the question and that he would update the person directly when more was known about the delivery timescales.

Councillor MacQuire commented that to his knowledge 14 of the 22 lights had now been fixed.

### **5. POLICE SCOTLAND UPDATE**

The Committee considered an update by Inspector MacNeill which included the appointment of a new Chief Inspector, Samantha Glasgow; Operation Balaton (the multi-agency approach to ensure effective policing due to summer tourism); joint patrols with Argyll and Bute Council and National Park Wardens; support for community events such as discos and a Midnight football league; speeding and crime figures; and DBI (Distress Brief Intervention) which training is ongoing to ensure those in distress can be assisted to get the right care of partner organisations.

#### **Decision**

The Chair, on behalf of the Committee, thanked Inspector MacNeill for his attendance and informative update.

(Reference: Undated Report by Inspector MacNeill, submitted)

### **6. INTEGRATION JOINT BOARD PERFORMANCE REPORT (MAY 2022)**

A report providing the Committee with an update on the impact on service performance and the progress made with regard to remobilising health and social care services in Argyll and Bute up to 31 March 2022 was considered.

## **Decision**

The Helensburgh and Lomond Area Committee:

1. considered the HSCP performance progress presented to the IJB on 25 May regarding remobilisation of activity in line with NHS Highland performance target for 2021/22 agreed with Scottish Government to 70%-80% of 2019/20 activity as at November 2021;
2. considered Waiting Times Performance and a further reduction in Consultant and Nurse Led Outpatient breaches greater than 12 weeks;
3. noted performance with regards to both Argyll and Bute and Greater Glasgow and Clyde current Treatment Time Guarantee for Inpatient/Day Case Waiting List and activity; and
4. noted Scottish Government's advice on timescales for the publication of 2021/22 Annual Performance Report (APR).

(Reference: Report by Head of Strategic Planning, Performance and Technology, Argyll and Bute HSCP dated 7 June 2022, submitted)

## **7. PRIMARY SCHOOL REPORT 2021-22 - HELENSBURGH AND LOMOND AREA**

A report providing a range of key information about school provision in the Helensburgh and Lomond area during the school session August 2021 to June 2022 along with the National collection of attainment and achievement data from June 2021 was considered.

### **Decision**

The Helensburgh and Lomond Area Committee considered and noted the contents of the report.

(Reference: Report by Executive Director with responsibility for Education, dated 7 June 2022, submitted)

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

A report providing a general update on key activities of the Service over recent months and highlighting works being undertaken which were of relevance to the Helensburgh and Lomond area was considered.

For the benefit of the new Members of the Committee, the Project Manager also gave an overview of the extensive remit, scope and responsibilities of the Service and the wide range of work and strategic projects currently being undertaken across the whole Council area.

### **Decision**

The Helensburgh and Lomond Area Committee noted and considered the contents of the report.

(Reference: Report by Executive Director with responsibility for Roads and Infrastructure Services dated May 2022, submitted)

**9. APPOINTMENTS TO OUTSIDE ORGANISATIONS**

A report asking the Committee to consider making appointments to a number of local bodies/organisations within the Helensburgh and Lomond area was considered. The Committee Manager also advised that an additional request to appoint a substantive representative to the Glasgow Airport Consultative Committee had been received since the agenda had been issued and invited the Committee to also consider making an appointment to that group.

**Decision**

The Helensburgh and Lomond Area Committee agreed to make the following appointments:

<b>Organisation</b>	<b>Elected Member(s)</b>
Cardross Trust	Councillor Kennedy
Dunbritton Housing Association	Councillor Mulvaney
Helensburgh and Lomond Area Community Planning Group	Councillors Irvine (Ward 9), Howard (Ward 10) and Penfold (Ward 11)
Helensburgh and Lomond Locality Planning Group	Councillor Hardie
Gourock, Dunoon and Kilcreggan Harbour Reference Group	Councillor Irvine was proposed by Councillor Howard, seconded by Councillor MacQuire. Councillor Corry was proposed by Councillor Mulvaney, seconded by Councillor Hardie. The amendment to appoint Councillor Corry was carried by 5 votes to 4 and the Committee agreed to appoint Councillor Corry to the Group.
Dunbartonshire Educational Trust	Councillor Campbell-Sturgess
Glasgow Airport Consultative Committee	Councillor Paterson subject to confirmation of acceptance of the appointment.

(Reference: Report by Executive Director with responsibility for Legal and Regulatory Support dated 24 May 2022, submitted)

**10. REQUEST FOR FINANCIAL ASSISTANCE - HELENSBURGH AND DISTRICT TWINNING ASSOCIATION**

A report providing information on a request from the Helensburgh and District Twinning Association for financial assistance to help with a visit to Thouars in 2023 and a visit to Helensburgh by residents from Thouars in 2024 was considered.

**Decision**

The Helensburgh and Lomond Area Committee agreed to award the sum of £833 from the Helensburgh and Lomond Area Twinning Budget for 2022/23 to Helensburgh and District Twinning Association.

(Reference: Report by Executive Director with responsibility for Legal and Regulatory Support dated 25 June 2022, submitted)

**11. AREA SCORECARD FQ4 2021-22**

A paper presenting the Area Scorecard for Financial Quarter 4 2021/22 (January to March 2022) which illustrated the agreed performance measures was considered.

**Decision**

The Helensburgh and Lomond Area Committee:

1. noted and considered the performance and supporting commentary as presented;
2. noted that upon receipt of the Quarterly Performance Report the Committee should contact either the Responsible Named Officer or the Performance Improvement Officer with any queries;
3. noted that work was ongoing and that Members should respond to the Performance Improvement Officer with requests or comments regarding the layout and format of the Performance Report; and
4. noted the proposal to include the additional Corporate Outcome Indicators within the quarterly Area Committee report.

(Reference: Report by Executive Director with responsibility for Customer Support Services dated 9 May 2022, submitted)

**12. HELENSBURGH, CARDROSS AND DUMBARTON CYCLEPATH UPDATE**

A report updating Members on the progress made since the previous report to the Helensburgh and Lomond Area Committee on 17 March 2022 in relation to the delivery of a dedicated, high quality walking and cycle route linking Helensburgh, Cardross and Dumbarton was considered.

**Decision**

The Helensburgh and Lomond Area Committee the continued efforts of Officers to engage with WSP Design Consultants to confirm the programme to complete the design process.

(Reference: Report by Executive Director with responsibility for Strategic Transport dated 19 May 2022, submitted)

**13. HELENSBURGH AND LOMOND AREA COMMITTEE WORKPLAN**

The Helensburgh and Lomond Area Committee Workplan was before Members for information.

**Decision**

The Helensburgh and Lomond Area Committee noted the contents of the Workplan.

(Reference: Helensburgh and Lomond Area Committee Workplan dated 14 June 2022, submitted)



**Area Committee Report for September 2022****Police Scotland****Inspector Andy Barron****Helensburgh & Lomond Area**

Temporary change in personnel within the area with Police Inspector Andy Barron covering for Inspector Roddy MacNeill for a period.

The Youth Engagement Officer for the area PC Mark Toner is now dedicated solely to the Helensburgh and Lomond area as an additional post for this work has been created for Dunoon and Cowal. This additional capacity will allow us focus on re-establishing previously successful Police Scotland Youth Volunteer Groups and to work more closely with Care Experienced Young people to deliver on our responsibilities as a corporate parent. We are looking at opportunities to learn from Glasgow's implementation of the 'Respect' Programme and options to utilise our Youth Engagement Officers to deliver against the outcomes and provide support and reduce harms for Care Experienced Young People.

Adverts are being run at present for officers to apply for a Community Policing Team for the area. Development in terms of remit for this proposed department is ongoing and action plans have been drawn up to tackle anti-social behaviour, drug misuse and violence in hot spot areas and increased high visibility patrols in these areas is hoped will increase public confidence and build relationships with local communities.

The four new probationary officers have commenced deployment from Helensburgh Police Office spread across the various shifts.

Building, facilities and vehicle fleet are all in operational order. The office will take receipt of a new marked police vehicle mid September.

I am engaging regularly with the ASB group and the co-ordinator.

Multi-agency meetings continue as part of Operation Balaton. This is the operation to ensure we provide the most effective policing model to deal with the large increase in footfall across the area during the summer months.

Chief Inspector Glasgow and Inspector Barron have met with the Chair of the Luss Estates and members of the Luss Community Council regarding disorder related concerns in relation to the good weather periods.

The joint patrols with the NP Rangers on Loch Lomond take place where resourcing allows to ensure loch users are acting responsibly, safely and in line with the park by-laws. Also allows for a police presence on the islands during the course of the shift. Very worthwhile given the substantial increase in the use of both powered and non-powered craft on the water.

Police Scotland, Royal Navy Police and Ministry of Defence Police have established joint patrols of Helensburgh Town Centre on weekends to promote the safety and wellbeing of members of the public and prevent criminality taking place or escalating. The patrols are also being utilised to work

with licensed premises, including staff and managers promoting the responsible sale of alcohol. The overall objective is to adopt a collaborative approach to provide a safe recreational environment, maximising public safety and reduce anti-social behaviour and disorder.

We are working closely with the Drug and alcohol Partnership to look at ways to better support families affected by Drugs Deaths in the Community. We are meeting with our partners from NHS and We are With You to establish how Police Scotland can play an effective role locally in prevention and support and are scheduled to attend a number of local groups to establish greater working relationships and actively try and reduce the stigma of addiction.

PC Toner had been continuing with Live Argyll, MDP and SFRS in carrying out the weekly midnight football league at Hermitage Academy from June to August to help keep youths occupied and to provide an opportunity to engage with those attending in an informal setting.

Attention is being given to speeding whenever possible. Members of the public and local councillors regularly suggest areas of concern and where resources can be allocated, the most appropriate areas are identified. Power issue remains and causing a delay to the operational functionality of the speed camera in Cardross. Work continues to have this rectified.

Training has commenced for selected officers in Distress Brief Intervention (DBI). As noted in the June report this allows for front line services such as ourselves, to provide another level of support and care to distressed members of the public and for us to refer them on to qualified staff from partner organisations that can provide the help quickly and properly.

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**ARGYLL AND BUTE COUNCIL**
**HELENSBURGH AND  
LOMOND AREA COMMITTEE**
**CUSTOMER SUPPORT SERVICES**
**13 SEPTEMBER 2022**


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**AREA PERFORMANCE REPORT – FQ1 2022/23**


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**1 Background**

- 1.1 This paper presents the Area Performance Report for Financial Quarter 1 2022/23 (April to June 2022) and illustrates the agreed performance measures.
- 1.2 As previously agreed the 14 quarterly Corporate Outcome Indicators (COIs) are now reported to all Area Committees on a quarterly basis, and are now included in the Performance Reports.

The features of the Performance Report are as follows:-

- The Report mirrors the information as presented on the Scorecard.
- The Report is effectively 'owned' by the appropriate Area Committee.
- Indicators are grouped by Corporate Outcome.
- The data table for each indicator is coded to identify the level of reporting.
  - Area level measures are blue
  - Council level measures are grey
  - COI measures are white
- Each indicator details
  - The Target, Actual and Performance status (Green / Red / No Target) for the current and three previous financial quarters.
  - Commentary for the current financial quarter only.
  - Narrative explaining the performance trend e.g. This indicator is above Target and performance has improved since the last reporting period.
  - The name of the responsible officer.
  - Where possible performance is presented at both Area and Council level.

It should be noted that Pyramid remains live and all measures can be navigated as usual through the front screen. If support to navigate Pyramid is required please email [pyramid@argyll-bute.gov.uk](mailto:pyramid@argyll-bute.gov.uk)

- 1.3 The commentary for each indicator helps 'Tell Our Story' and enables Elected Members to put the performance data into perspective and understand if an issue is local in nature or should be escalated up to a Strategic Committee.
- 1.4 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.

## **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 Climate Change: None

3.7 Risk: None

3.8 Customer Service: None

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

**Jane Fowler  
Head of Customer Support Services  
25 July 2022**

For further information, please contact:

Sonya Thomas

Organisation Development Officer - Performance and Improvement

Customer Support Services  
01546 604454

Appendix 1: FQ1 2022/23 H&L Performance Report

## Helensburgh and Lomond

### FQ1 2022/23 Overall Performance Summary

The information presented is a summary of the measures in the Scorecard that is available on Pyramid.

The measures show the performance against target for the current and previous three reporting periods with an explanation of performance trend.

The data table for each indicator is colour coded to identify the level of reporting:

- Area level measures are blue.
- Council level measures are grey.
- Corporate Outcome Indicators (COIs) are white.

## Index of Measures

### Corporate Outcome No.1 – People live active healthier independent lives

COI – Maximise distribution of Scottish Welfare Fund

COI – Percentage of clients satisfied that they are better able to deal with their financial problems following our support and intervention

### Corporate Outcome No.2 – People live in safer and stronger communities

Number of parking penalty notices issued

Car parking income to date

Dog fouling – total number of complaints

### Corporate Outcome No.3 – Children and young people have the best possible start

COI – Increase the percentage of our care experienced young people that have the recommended additional tracking and monitoring plans in place

COI – Provide quality meals within cost margins to all pupils

### Corporate Outcome No.4 – Education, skills and training maximises opportunities for all

Maintain the percentage of 16-19 year olds participating in education, training or employment

### Corporate Outcome No. 5 – Our economy is diverse and thriving

Number of affordable social sector new builds completed per annum

Percentage of pre-application enquiries processed within 20 working days

Householder planning applications – average number of weeks to determine

COI – The number of new homeless applicants who required temporary accommodation this period

COI – Maintain the percentage of local suppliers that benefit from the awards of contracts via the procurement portal

COI – Increase the number of community benefits that are delivered through contracts we award locally

**Corporate Outcome No.6 – We have an infrastructure that supports sustainable growth**

Street lighting – percentage of faults repaired within 10 days

Total number of complaints regarding waste collection

COI – Percentage of waste recycled, composted and recovered

Shanks – Percentage of waste that is recycled, composted and recovered

Islands – Percentage of waste recycled, composted and recovered

H&L – Percentage of waste recycled, composted and recovered

COI – The number of tonnes of waste sent to landfill

LEAMS (Local Environment Audit and Management System)

**Make It Happen**

Teacher sickness absence

LGE staff (non-teacher) sickness absence

COI – Increase the percentage of all self-service and automated contacts



## Helensburgh and Lomond

### Corporate Outcome No.1 – People live active, healthier and independent lives

#### COI – Maximise distribution of Scottish Welfare Fund

Responsible person: Fergus Walker

This indicator is a Corporate Outcome Indicator that is reported quarterly. The performance presented is Council-wide only.

**This indicator for FQ1 is below target and performance has decreased since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	95.3%	134.5%	Green
FQ3 2021/22	95.3%	130.0%	Green
FQ4 2021/22	95.3%	120.7%	Green
FQ1 2022/23	95.3%	87.5%	Red

#### FQ1 Comment

We have currently spent £102,039 of our 2022/23 allocation of £458,338 which is less than our monthly profile amount however as the cost-of-living pressures continue we expect this figure to increase as the year progresses.

**Helensburgh and Lomond**

**Corporate Outcome No.1 – People live active, healthier and independent lives**

**COI – Percentage of clients satisfied that they are better able to deal with their financial problems following our support and intervention**

Responsible person: Lee Roberts

This indicator is a Corporate Outcome Indicator that is reported quarterly. The performance presented is Council-wide only.

**This indicator has met the target with no change in performance since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	100%	100%	Green
FQ3 2021/22	100%	100%	Green
FQ4 2021/22	100%	100%	Green
FQ1 2022/23	100%	100%	Green

**FQ1 Comment**

There were no Debt Arrangement Schemes set up in this quarter. All of the clients provided with a Personal Debt Recovery Action Plan were satisfied. Out of 8 surveys issued 5 were returned showing 100% of clients satisfied. Four of the 5 survey returns had comments showing their appreciation of the service and how it had helped them.

## Helensburgh and Lomond

### Corporate Outcome No.2 – People live in safer and stronger communities

#### Number of parking penalty notices issued – Helensburgh and Lomond

Responsible person: Hugh O’Neill

This indicator is reported quarterly. Performance is presented for both Area and Council-wide levels.

**The indicator for FQ1 shows the number of parking penalty notices has significantly increased since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	No target	1,241	No target
FQ3 2021/22	No target	769	No target
FQ4 2021/22	No target	760	No target
FQ1 2022/23	No target	1,411	No target

#### FQ1 Comment

Luss village issues remain same with drivers unaware of restrictions and receiving Penalty Charges. Arrochar car park full to capacity on good weather. Wardens from other areas assisting in enforcing Lomond area.

#### Number of parking penalty notices issued – Argyll and Bute

Responsible person: Hugh O’Neill

This indicator is reported quarterly. Performance is presented for both Area and Council-wide levels.

**This indicator for FQ1 shows the number of parking penalty notices has significantly increased since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	No target	1,583	No target
FQ3 2021/22	No target	973	No target
FQ4 2021/22	No target	1,188	No target
FQ1 2022/23	No target	2,043	No target

**FQ1 Comment**

ABC areas are returning to pre-Covid levels. Lomondside is especially busy on good weather weekends.

## Helensburgh and Lomond

### Corporate Outcome No.2 – People live in safer and stronger communities

#### Car parking income to date – Helensburgh and Lomond

Responsible person: Hugh O’Neill

This indicator is reported quarterly. Performance is presented for both Area and Council-wide levels.

**This indicator for FQ1 shows the amount of income collected has exceeded the target.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	£114,206	£179,755	Green
FQ3 2021/22	£148,442	£224,101	Green
FQ4 2021/22	£181,503	£239,840	Green
FQ1 2022/23	£42,168	£60,908	Green

#### FQ1 Comment

Helensburgh, Luss and Lomond areas have experienced larger than normal visitors over the first quarter. This is in part due to good weather and the easy commute from the Glasgow area.

#### Income collected in FQ4 and FQ1.

Car Park Location	FQ4 Actual	FQ1 Actual
Arrochar	£1,782	£16,712
Luss, Lomond	£9,031	£31,979
Sinclair Street, Helensburgh	£0	£1,410
Maitland Street, Helensburgh	£24	£33
Pier, Helensburgh	£4,206	£10,751
H&L	£695	£23

## Car parking income to date – Argyll and Bute

Responsible person: Hugh O'Neill

This indicator is reported quarterly. Performance is presented for both Area and Council-wide levels.

**This indicator for FQ1 shows the amount of income collected is significantly lower than the target.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	£507,833	£491,275	Red
FQ3 2021/22	£660,069	£699,363	Green
FQ4 2021/22	£807,078	£801,606	Red
FQ1 2022/23	£250,264	£165,678	Red

### FQ1 Comment

Bute and Cowal and Oban, Lorn and the Isles appear to still be affected whereby visitor numbers are still well down compared to pre-Covid. It is hoped in the second quarter that visitor numbers will increase however this again is dependent on good weather. We have not seen a return to predicted numbers for camper vans and motor homes.

## Helensburgh and Lomond

### Corporate Outcome No.2 – People live in safer and stronger communities

#### Dog fouling – total number of complaints – Helensburgh and Lomond

Responsible person: Tom Murphy

This indicator is reported quarterly. Performance is presented for both Area and Council-wide levels.

**This indicator for FQ1 shows the number of dog fouling complaints has decreased since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	No target	9	No target
FQ3 2021/22	No target	9	No target
FQ4 2021/22	No target	18	No target
FQ1 2022/23	No target	13	No target

#### FQ1 Comment

The number of dog fouling complaints received this quarter for the Helensburgh/Lomond area is down on last quarter, this could be down to the increased patrols by the Warden and the erection of new signs.

#### Dog fouling – total number of complaints – Argyll and Bute

Responsible person: Tom Murphy

This indicator is reported quarterly. Performance is presented for both Area and Council-wide levels.

**This indicator for FQ1 shows the number of dog fouling complaints has decreased since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	No target	46	No target
FQ3 2021/22	No target	60	No target
FQ4 2021/22	No target	81	No target
FQ 2022/23	No target	61	No target

**FQ1 Comment**

Although the number of dog fouling complaints has reduced this quarter it still remains high. The warden service will continue to patrol and monitor as well as engage with all parties in an attempt to explain and education on the issues of dog fouling.



## Helensburgh and Lomond

### Corporate Outcome No.3 – Children and young people have the best possible start

#### COI – Increase the percentage of our care experienced young people that have the recommended additional tracking and monitoring plans in place

Responsible person: Louise Lawson

This indicator is a Corporate Outcome Indicator that is reported quarterly. The performance presented is Council-wide only.

**This indicator for FQ1 is on track with no change in performance since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	100%	100%	Green
FQ3 2021/22	100%	100%	Green
FQ4 2021/22	100%	100%	Green
FQ1 2022/23	100%	100%	Green

#### FQ1 Comment

There is individual tracking and monitoring in place on SEEMIS in schools for care experienced children and young people. In addition to this, the Principal Teacher for care experienced children and young people monitors the information in SEEMIS and has subsequent conversations with staff in schools to ensure care experienced children and young people are receiving all the support they need to achieve and that the staff in school have the right strategies in place to help the child remain engaged with their education attainment and achievement. Often the care experienced health and wellbeing officers are used to provide extra support for the child and the family.

## Helensburgh and Lomond

### Corporate Outcome No.3 – Children and young people have the best possible start

#### COI – Provide quality meals with cost margins to all pupils

Responsible person: Jayne Jones

This indicator is a Corporate Outcome Indicator that is reported quarterly. The performance presented is Council-wide only.

**This indicator for FQ1 is below target however performance has improved since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	5.00%	-3.81%	Green
FQ3 2021/22	5.00%	-0.62%	Green
FQ4 2021/22	5.00%	-4.00%	Green
FQ1 2022/23	5.00%	3.77%	Green

#### FQ1 Comment

The food cost percentage for the whole area showed a variance of 3.77%. We will continue to review the food cost percentage for those schools above and below the 5% variance target.

## Helensburgh and Lomond

### Corporate Outcome No.4 – Education, skills and training maximises opportunities for all

#### Maximise the percentage of 16-19 years olds participating in education, training or employment – Helensburgh and Lomond

Responsible person: Simon Easton

This indicator is reported quarterly. Performance is presented for both Area and Council-wide levels.

**This indicator for FQ1 is below target however performance has improved since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	94.00%	93.88%	Red
FQ3 2021/22	94.00%	91.98%	Red
FQ4 2021/22	94.00%	92.79%	Red
FQ1 2022/23	94.00%	92.88%	Red

#### FQ1 Comment

As has been the case in all areas of the authority, a reduction in participation was seen in Helensburgh and Lomond in the latter half of 2021, which can in some measure be attributed to the effect of the Covid-19 pandemic on opportunities for young people, and its effect on resilience and wellbeing. Some recovery has been seen in 2022. The appointment and work of the Developing the Young Workforce (DYW) Co-ordinator for the Helensburgh area are leading to improved links between schools and employers, which have already led to more young people successfully entering employment post-school. It is expected that the increase in participation will continue as further work and interventions are put in place, by DYW, Education and Community Learning and Development, to support young people into positive destinations.

#### EDU107\_04-Maintain the percentage of 16-19 years olds in Argyll and Bute participating in education, training or employment services – Argyll and Bute

Responsible person: Simon Easton

This indicator is reported quarterly. Performance is presented for both Area and Council-wide levels.

**This indicator for FQ1 has met the target and performance has improved since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	94.00%	94.29%	Green
FQ3 2021/22	94.00%	93.17%	Red
FQ4 2021/22	94.00%	93.80%	Red
FQ1 2022/23	94.00%	94.00%	Green

#### FQ1 Comment

Across the authority, a reduction in participation was seen in the latter half of 2021, which can be in some measure attributed to the effect of the Covid-19 pandemic on opportunities for young people, and its effect on resilience and wellbeing. Nonetheless, authority participation levels have once again matched the target level of 94%. Some recovery has been seen in 2022. The appointment and work of the Developing the Young Workforce (DYW) Co-ordinators for all areas of the authority are leading to improved links between schools and employers, which have already led to more young people successfully entering employment post-school. It is expected that the increase in participation will continue as further work and interventions are put in place, by DYW, Education and Community Learning and Development, to support young people into positive destinations.

## Helensburgh and Lomond

### Corporate Outcome No.5 – Our economy is diverse and thriving

#### Number of affordable social sector new builds completed per annum – Helensburgh and Lomond

Responsible person: Allan Brandie

This indicator is reported quarterly. Performance is presented for both Area and Council-wide levels.

**This indicator for FQ1 shows the number of completions has remained the same since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	0	0	Green
FQ3 2021/22	0	0	Green
FQ4 2021/22	0	0	Green
FQ1 2022/23	0	0	Green

#### FQ1 Comment

There were no affordable housing completions in the Bute and Cowal area during Quarter 1 of 2022/23.

#### DEG103\_01-Number of affordable social sector new builds completed per annum – Argyll and Bute

Responsible person: Alan Brandie

This indicator is reported quarterly. Performance is presented for both Area and Council-wide levels.

**This indicator for FQ1 has met the target however performance has decreased since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	19	19	Green
FQ3 2021/22	23	23	Green
FQ4 2021/22	45	45	Green
FQ1 2022/23	36	36	Green

**FQ1 Comment**

During Quarter 1, LINK completed 18 units at Dunbeg Phase 3 (all social rent, includes 2 wheelchair and 2 amenity units): 8 x 1bed, 4 x 2bed, 5 x 3bed, 1 x 4bed. In Mid Argyll, Kintyre and Islay – West Highland Housing Association completed 8 units at Imeraval Phase 3, Islay: (6 social rent and 2 NSSE; includes 2 amenity units). ACHA completed 10 units at Inveraray: (all social rent; includes 2 wheelchair units and 2 other suitable specialist units) 4x1bed, 4x2bed, 2x3bed.

## Helensburgh and Lomond

### Corporate Outcome No.5 – Our economy is diverse and thriving

#### Percentage of pre-planning application enquiries processed within 20 working days – Helensburgh and Lomond

Responsible person: Peter Bain

This indicator is reported quarterly. Performance is presented for both Area and Council-wide levels.

**This indicator for FQ1 is below target however performance has increased since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	75.0%	87.5%	Green
FQ3 2021/22	75.0%	70.0%	Red
FQ4 2021/22	75.0%	41.4%	Red
FQ1 2022/23	75.0%	45.5%	Red

#### FQ1 Comment

The H&L team processed 45.5% of their pre-applications within the 20 working day target in FQ1, a 4% improvement on last quarter.

It is advised that the Development Management team covering Bute, Cowal, Helensburgh and Lomond have been operating shorthanded for extended periods since Summer 2020. The team operated from August 2020 to Feb 2021 with a vacant post and have operated since March 2022 until end Sept 2022 with a vacancy in the Dunoon office (mitigated by p/t cover from an external contractor during July/August to ensure critical service delivery is maintained). During this period it is also noted that teams based in both Oban and Mid Argyll have also operated for extended periods with vacancies which has negated the opportunity to redeploy resources to provide cover for gaps at local level.

The Council has experienced difficulty in recruiting suitably qualified professional planning officers during this period. This is not an issue which is unique to Argyll and Bute but is a wider issue impacting other local authorities nationally.

The Covid pandemic has given rise to a backlog of planning casework which has been exacerbated by a significant upsurge in the submission of applications for determination over a time period where the Council has been understaffed and unable to recruit. Planning officers across the DM Service have been working under considerable caseload pressure for an extended period of time and this has impacted adversely upon performance in the handling of planning applications, responding to pre-application enquiries, and reduced the capacity available to deliver on enforcement.

The DM Service is actively seeking to recruit and advertises positions in national publications, has opened up professional positions to suitably qualified associated professions (subject to relevant planning experience) and also as graduate opportunities' it has also engaged with Heads of Planning Scotland and the Royal Town Planning Institute in their efforts to address the longer-term availability of planning professionals.

### Percentage of pre-planning application enquiries processed within 20 working days – Argyll and Bute

Responsible person: Peter Bain

This indicator is reported quarterly. Performance is presented for both Area and Council-wide levels.

**This indicator for FQ1 is below target however performance has improved since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	75.0%	65.5%	Red
FQ3 2021/22	75.0%	61.7%	Red
FQ4 2021/22	75.0%	56.3%	Red
FQ1 2022/23	75.0%	60.5%	Red

#### FQ1 Comment

The Development Management Team continues to operate with reduced resource. As new officers settle in, the Service are concentrating resource on working through planning applications which is a regulatory function.



## Helensburgh and Lomond

### Corporate Outcome No.5 – Our economy is diverse and thriving

#### Householder planning applications – average number of weeks to determine – Helensburgh and Lomond

Responsible person: Peter Bain

This indicator is reported quarterly. Performance is presented for both Area and Council-wide levels.

**This indicator for FQ1 has not met the target however performance has increased significantly since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	8.0 weeks	9.5 weeks	Red
FQ3 2021/22	8.0 weeks	15.6 weeks	Red
FQ4 2021/22	8.0 weeks	17.1 weeks	Red
FQ1 2022/23	8.0 weeks	9.8 weeks	Red

#### FQ1 Comment

*This measure only relates to planning applications received for alterations to existing premises.*

The average of 9.8 weeks to determine householder applications is above the target of 8, however it is a significant improvement on last quarter's figure of 17.1.

#### Householder planning applications – average number of weeks to determine – Argyll and Bute

Responsible person: Peter Bain

This indicator is reported quarterly. Performance is presented for both Area and Council-wide levels.

**This indicator for FQ1 has not met the target however performance has improved since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	8.0 weeks	9.7 weeks	Red
FQ3 2021/22	8.0 weeks	11.8 weeks	Red
FQ4 2021/22	8.0 weeks	13.8 weeks	Red
FQ1 2022/23	8.0 weeks	12.4 weeks	Red

**FQ1 Comment**

*This measure only relates to planning applications received for alterations for existing premises.*

The Development Management Team continues to operate with reduced resource. The headline performance figure of an average of 12.4 weeks to determine these applications shows an improvement from last quarter's figure of 13.8.

**Benchmarking FY 2019/20, 2020/21 and 2021/22**

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 and 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.

## Helensburgh and Lomond

### Corporate Outcome No.5 – Our economy is diverse and thriving

#### COI – The number of new homeless applicants who required temporary accommodation this period

Responsible person: Flora Lamont

This indicator is a Corporate Outcome Indicator that is reported quarterly. The performance presented is Council-wide only.

**This indicator for FQ1 shows the number of applicants has decreased since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	No target	42	No target
FQ3 2021/22	No target	28	No target
FQ4 2021/22	No target	37	No target
FQ1 2022/23	No target	32	No target

#### FQ1 Comment

During FQ1 – The Housing Service provided temporary accommodation to 32 new homeless households.

Bute and Cowal – 13

Helensburgh and Lomond – 7

Oban, Lorn and the Isles – 10

Mid Argyll, Kintyre and Islay – 2

## Helensburgh and Lomond

### Corporate Outcome No.5 – Our economy is diverse and thriving

#### COI – Maintain the percentage of local suppliers that benefit from the awards of contracts via the procurement portal

Responsible person: Anne MacColl-Smith

This indicator is a Corporate Outcome Indicator that is reported quarterly. The performance presented is Council-wide only.

**This indicator for FQ1 is below target and performance has decreased slightly since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	20.0	25.8	Green
FQ3 2021/22	20.0	39.4	Green
FQ4 2021/22	20.0	13.5	Red
FQ1 2022/23	20.0	13.2	Red

#### FQ1 Comment

13.2% – slight decrease from the previous quarter, again due to the nature of the contracts. However, of the 6 bids made by local contractors, 5 were awarded the contract (83.3%) with a total value of over £92k. A summary of all contracts awarded in FQ1 is available on Pyramid. The PCCMT continue to support local suppliers by providing useful information on the Council's website, i.e. pre-recorded webinars on how to bid for Council contracts, hints and tips for tendering as well as our contract plan, details of upcoming supplier development events and our category officer's contact details all of which enable local suppliers to be able to bid for our contracts.

## Helensburgh and Lomond

### Corporate Outcome No.5 – Our economy is diverse and thriving

#### COI – Increase the number of community benefits that are delivered through contracts we award locally

Responsible person: Anne MacColl-Smith

This indicator is a Corporate Outcome Indicator that is reported quarterly. The performance presented is Council-wide only.

**This indicator for FQ4 shows the number of community benefits has increased since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	No target	15	No target
FQ3 2021/22	No target	-	No target
FQ4 2021/22	No target	40	No target
FQ1 2022/23	No target	-	No target

#### FQ4 Comment

*This indicator is reported in FQ2 and FQ4.*

PCCMT has been working closely with their suppliers to deliver additional social, economic and environmental value and achieved 40 community benefits through Contract Management, Contract Awards and the Request List from 1st October 2021 to 31st March 2022. Further detail is available on Pyramid.

## Helensburgh and Lomond

### Corporate Outcome No.6 – We have infrastructure that supports sustainable growth

#### Street lighting – percentage of faults repaired within 10 days – Helensburgh and Lomond

Responsible person: Hugh O’Neill

This indicator is reported quarterly. Performance is presented for both Area and Council-wide levels.

**This indicator for FQ1 is below target however performance has improved since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	75%	29%	Red
FQ3 2021/22	75%	80%	Green
FQ4 2021/22	75%	12%	Red
FQ1 2022/23	75%	22%	Red

#### FQ1 Comment

The number of reported faults has reduced in FQ1, as weather conditions improved slightly and lighter nights reduced the lighting up time period. The total number of instructions completed in the quarter was 50, of which 11 were completed in 10 days or less, giving an efficiency of 22%. The FQ1 21/22 figure is logged as 15% therefore there is a marginal improvement in performance. Response times continue to be affected by operator absences, geography and delays in the supply chain.

#### RIS113\_05-The percentage of street lighting faults are completed within 10 working days – Argyll and Bute

Responsible person: Hugh O’Neill

This indicator is reported quarterly. Performance is presented for both Area and Council-wide levels.

**This indicator for FQ1 is below target however performance has improved slightly since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	75%	31%	Red
FQ3 2021/22	75%	59%	Red
FQ4 2021/22	75%	28%	Red

Reporting Period	Target	Actual	Status
FQ1 2022/23	75%	29%	Red

**FQ1 Comment**

A total of 116 individual lighting fault instructions were started and completed within the quarter which is approximately one third of that completed in the previous period. However only 34 of these were done in 10 days or less, giving the overall efficiency of 29%. Completion of works continue to be hampered by operatives' absences, including Covid and the continued extended delivery periods for materials associated with this and the effects of Brexit. Specialist electrical and lighting equipment suppliers being European based or further, in the main.

## Helensburgh and Lomond

### Corporate Outcome No.6 – We have infrastructure that supports sustainable growth

#### Total number of complaints regarding waste collection – Helensburgh and Lomond

Responsible person: Tom Murphy

This indicator is reported quarterly. Performance is presented for both Area and Council-wide levels.

**This indicator for FQ1 shows the number of waste collection complaints has increased since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	No target	0	No target
FQ3 2021/22	No target	0	No target
FQ4 2021/22	No target	29	No target
FQ1 2022/23	No target	32	No target

#### FQ1 Comment

There were 32 waste collection complaints received for the 1st quarter, this could be down to operational and staffing issues over the months of April, May and June, hopefully this number will reduce in the next quarter. Given the number of collections relating to domestic waste, co mingle collections, glass recycling collections and food waste recycling collections this is still a good level of service.

#### Total number of complaints regarding waste collection – Argyll and Bute

Responsible person: Tom Murphy

This indicator is reported quarterly. Performance is presented for both Area and Council-wide levels.

**This indicator for FQ1 shows the number of waste collection complaints has increased since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	No target	0	No target
FQ3 2021/22	No target	0	No target
FQ4 2021/22	No target	40	No target
FQ1 2022/23	No target	58	No target



**FQ1 Comment**

The number of waste collection complaints has risen again this month and again especially in the Helensburgh/Lomond area. There have been a number of operational and staffing difficulties over these 3 months, however discussions will take place with the local delivery teams in an attempt to reduce the number of complaints.

**Helensburgh and Lomond**

**Corporate Outcome No.6 – We have infrastructure that supports sustainable growth**

**COI – Percentage of waste recycled, composted and recovered**

Responsible person: John Blake

This indicator is reported quarterly. Performance is presented by Council-wide service provision.

**This indicator for FQ1 is above target and performance has increased since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	45.0%	50.5%	Green
FQ3 2021/22	45.0%	50.6%	Green
FQ4 2021/22	45.0%	48.3%	Green
FQ1 2022/23	45.0%	52.1%	Green

**FQ1 Comment**

52.1% recycling/composting and recovery (39.3% recycling/composting plus 12.8% recovery). Recycling and composting rate slightly higher than normal mainly due to high tonnage of green garden waste sent to composting sites during the quarter.

**Shanks – Percentage of waste recycled, composted and recovered**

Responsible person: John Blake

This indicator is reported quarterly. Performance is presented by Council-wide service provision.

**This indicator for FQ1 shows the percentage of waste has increased since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	No target	52.8%	No target
FQ3 2021/22	No target	53.1%	No target
FQ4 2021/22	No target	49.7%	No target
FQ1 2022/23	No target	54.4%	No target

**FQ1 Comment**

54.4% recycling/composting and recovery (37.5% recycling/composting plus 16.9% recovery). Recycling and composting rate slightly higher than normal mainly due to high tonnage of green garden waste sent to composting sites during the quarter.

**Islands – Percentage of waste recycled, composted and recovered**

Responsible person: John Blake

This indicator is reported quarterly. Performance is presented by Council-wide service provision.

**This indicator for FQ1 shows the percentage of waste has decreased since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	No target	37.2%	No target
FQ3 2021/22	No target	39.0%	No target
FQ4 2021/22	No target	38.4%	No target
FQ1 2022/23	No target	33.3%	No target

**FQ1 Comment**

33.3% recycling/composting and recovery (32.1% recycling/composting plus 1.2% recovery). Recycling and composting rate similar to Q1 in previous year.

**H&L – Percentage of waste recycled, composted and recovered**

Responsible person: John Blake

This indicator is reported quarterly. Performance is presented by Council-wide service provision.

**This indicator for FQ1 shows the percentage of waste has increased since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	No target	51.2%	No target
FQ3 2021/22	No target	49.5%	No target
FQ4 2021/22	No target	48.9%	No target
FQ1 2022/23	No target	53.6%	No target

**FQ1 Comment**

53.6% recycling/composting and recovery (45.8% recycling/composting plus 7.8% recovery). Recycling and composting rate slightly higher than normal mainly due to high tonnage of green garden waste sent to composting sites during the quarter.

## Helensburgh and Lomond

### Corporate Outcome No.6 – We have infrastructure that supports sustainable growth

#### COI – The number of tonnes of waste sent to landfill

Responsible person: John Blake

This indicator is a Corporate Outcome Indicator that is reported quarterly. The performance presented is Council-wide only.

**This indicator for FQ1 is below target (lowest is best) and performance has improved since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	5,550	4,800	Green
FQ3 2021/22	5,100	4,550	Green
FQ4 2021/22	5,000	4,252	Green
FQ1 2022/23	5,850	4,546	Green

#### FQ1 Comment

Tonnes of biodegradable waste sent to landfill was less than same quarter in previous financial year. Recycling and composting rate slightly higher than normal mainly due to high tonnage of green garden waste sent to composting sites during the quarter.

## Helensburgh and Lomond

### Corporate Outcome No.6 – We have infrastructure that supports sustainable growth

#### LEAMS (Local Environment Audit and Management System) – Helensburgh and Lomond

(Monthly data combined to show quarterly average)

Responsible person: Tom Murphy

This indicator is reported quarterly. Performance is presented for both Area and Council-wide levels.

**This indicator for FQ1 is above target and performance has improved significantly since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	73	77	Green
FQ3 2021/22	73	86	Green
FQ4 2021/22	73	56	Red
FQ1 2022/23	73	86	Green

#### FQ1 Comment

The standard of street cleanliness within the Helensburgh and Lomond area remains high this quarter, with April 84, May 86 and June 88.

#### LEAMS (Local Environment Audit and Management System) – Argyll and Bute

(Monthly data combined to show quarterly average)

Responsible person: Tom Murphy

This indicator is reported quarterly. Performance is presented for both Area and Council-wide levels.

**This indicator for FQ1 is above target and performance has improved since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	73	81	Green
FQ3 2021/22	73	78	Green
FQ4 2021/22	73	79	Green

Reporting Period	Target	Actual	Status
FQ 2022/23	73	85	Green

**FQ1 Comment**

The department continues to deliver a high standard of street cleanliness across the whole area. This is a great achievement. The service uses the annual report from Keep Scotland Beautiful and monthly inspections to assess the date and make appropriate alterations to work schedules to ensure that the level of performance is maintained.

## Helensburgh and Lomond

### Making It Happen

#### Teacher sickness absence – Helensburgh and Lomond

Responsible person: Simon Easton

This indicator is reported quarterly. Performance is presented for both Area and Council-wide levels.

**This indicator for FQ1 shows the number of sickness absence days has increased since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	No target	0.83 days	No target
FQ3 2021/22	No target	1.31 days	No target
FQ4 2021/22	No target	1.71 days	No target
FQ1 2022/23	No target	1.81 days	No target

#### FQ1 Comment

Absence levels have increased from the last quarter which bucks the seasonal trend where we usually see a decrease in absence levels from Q4 to Q1 but this is common in two other areas this year. In comparison the same quarter last year there has been a reduction in absence which is different to all other areas.

#### Teacher sickness absence – Argyll and Bute

Responsible person: Simon Easton

This indicator is reported quarterly. Performance is presented for both Area and Council-wide levels.

**This indicator for FQ1 shows the number of sickness absence days has increased since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	No target	0.89 days	No target
FQ3 2021/22	No target	1.60 days	No target
FQ4 2021/22	No target	1.77 days	No target
FQ1 2022/23	No target	1.79 days	No target



**FQ1 Comment**

Absence levels have stayed almost the same in comparison to the last quarter which is different to the usual seasonal trend where they normally increase in Q4 and reduce in Q1. Against the same quarter last year there has been a slight increase - an increase was expected due to the reduction in Covid restrictions.

## Helensburgh and Lomond

### Making It Happen

#### LGE staff (non-teacher) sickness absence – Helensburgh and Lomond

Responsible person: Carolyn Cairns

This indicator is reported quarterly. Performance is presented for both Area and Council-wide levels.

**This indicator for FQ1 shows the number of sickness absence days has decreased since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	No target	3.01 days	No target
FQ3 2021/22	No target	3.45 days	No target
FQ4 2021/22	No target	4.21 days	No target
FQ1 2022/23	No target	4.17 days	No target

#### FQ1 Comment

Absence levels have remained almost the same between last quarter and this quarter which bucks a seasonal trend which usually sees higher levels in Q4 than Q1. There is a decrease on the same quarter last year which is different to all other areas who have seen an increase.

#### LGE staff (non-teacher) sickness absence – Argyll and Bute

Responsible person: Carolyn Cairns

This indicator is reported quarterly. Performance is presented for both Area and Council-wide levels.

**This indicator for FQ1 shows the number of sickness absence days has increased since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	No target	3.16 days	No target
FQ3 2021/22	No target	3.49 days	No target
FQ4 2021/22	No target	3.42 days	No target
FQ1 2022/23	No target	3.57 days	No target

**FQ1 Comment**

There has been a small increase in the absence against last quarter. Against the same quarter last year again there has been a small increase. This was not unexpected due to the reduction in Covid restrictions.

**Helensburgh and Lomond**

**Making It Happen**

**COI – Increase the percentage of all self-service automated contacts**

Responsible person: Robert Miller

This indicator is a Corporate Outcome Indicator that is reported quarterly. The performance presented is Council-wide only.

**This indicator for FQ1 is above target and performance has improved since the last reporting period.**

Reporting Period	Target	Actual	Status
FQ2 2021/22	70.0%	73.7%	Green
FQ3 2021/22	70.0%	72.2%	Green
FQ4 2021/22	70.0%	73.1%	Green
FQ1 2022/23	70.0%	79.4%	Green

**FQ1 Comment**

In FQ1 there were 39,166 transactions dealt with by customer service agents (20.8%) and 150,535 automated or self-service transaction (79.4%) so the 70% target was well exceeded. There was a significant increase of Governance & Law automated interactions due to the recent council elections: FQ1 2021/22 2022/23 Mediated 37,224 39,166 Automated 99,398 150,535.

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**ARGYLL AND BUTE COUNCIL****HELENSBURGH AND  
LOMOND AREA  
COMMITTEE****ROADS AND INFRASTRUCTURE  
SERVICES****20 SEPTEMBER 2022**

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**ROADS AND INFRASTRUCTURE SERVICES UPDATE**

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**1.0 INTRODUCTION**

- 1.1 This report format and frequency for these reports were agreed as part of the previous Council. The purpose of the report is to provide a general update on key activities of the Service over recent months and to enable a discussion on key, high level topics and projects. As part of developing future committee structure and workplans the purpose and effectiveness of this standing item should be reviewed.
- 1.2 As part of the normal course of business we provide all members with regular weekly briefings on topical projects and ongoing service delivery. We have been doing this weekly for over 60 editions now and these prove to be a useful tool for regular service updates. They are all available as part of the wider resource portal on the Member Zone system which also includes specific topic briefing sheets and key policy documents. We are also in the process of developing a seminar programme on specific topics which we are hoping to make as interactive as possible with various site visits.

**2.0 RECOMMENDATIONS**

- 2.1 It is recommended that the Area Committee note and consider the contents of this report and its purpose/value as a standing item on the agenda given that all the information contained is otherwise accessible.

**3.0 DETAIL****COVID Absence/Resource Availability**

- 3.1 For the period of the previous report two reports in March then June absence rates as a result of self-isolation requirements remained high in the case of the former report and tapered down more in line with pre-COVID trends in the latter report. This remains largely the case, and absence levels continue to be in line with pre-COVID trends, although there do remain a few isolated absences attributed to COVID, the overwhelming percentage of absences are non-COVID

related

- 3.2 A more pressing issue in terms of resource availability is around recruitment particularly for manual roles in our Operations team. We are finding that we are having to go out three or four times for some posts, and even then we continue to have some long-term unfilled vacancies. At the time of writing this report there are 18 vacant posts which we are trying to recruit to in our Operations team. Even in the posts we are successfully recruiting to, we are finding that we have far fewer applicants than we would have done for similar posts previously.

### **Capital Roads Reconstruction Programme**

- 3.3 The focus of the roads reconstruction programme is to recover the network through the delivery of a mix of carriageway resurfacing schemes, patching/surface dressing and in-situ road surface recycling, which follow the principles set out within the Roads Asset Management Plan.
- 3.4 The Council capital allocation for the HL area is £999.340, and the scheme list is available on the Council website [here](#). As well as the programme itself, the online resources include financial values and short explanations of engineering methods/solutions.
- 3.5 Overall progress with the programme has been excellent and works remain on schedule. As well as the full programme [link above] which is updated monthly, we provide weekly updates on schemes via our weekly briefing. At the time of writing this report 14 of the 20 individual schemes in Helensburgh and Lomond have been completed.

### **Winter Maintenance**

- 3.6 The annual winter policy update has been reported to and agreed at the recent EDI meeting. The policy is largely unchanged from previous years and forms the basis of the delivery of our winter maintenance activities over winter 22/23.
- 3.7 A key aspect of the winter service is the provision of public information on what we do and why we do it. There is a range of online resources available on the Council website [here](#).

### **Play park funding**

- 3.8 Funding of £76,000 was allocated in financial year 21/22, with a further £79,000 this financial year. In order to provide for a meaningful programme of improvement works targeted at the high priority sites, as well as a works package with is attractive to what it is a limited supplier/contractor market, the funds have been rolled together into a single package. Sites were given a priority rating based on asset inspections and feedback from the Youth Forum, in compliance with the Scottish Government's grant requirements. The full list of prioritised sites was

reported to EDI in June and is available [here](#). In this area the priority sites are Bendarroch and Arrochar.

- 3.9 An update on this was recently provided in the weekly briefing [Edition 61 5<sup>th</sup> August] which read: *The recent tender process failed to generate any bids. We requested feedback as to why there were no applications and we were advised that the timescales for completion of work were too short. A request for more time to complete was made and this is currently being assessed by our procurement team. A further re-tender process will be looked at this month.*
- 3.10 A report will go to EDI in December on the fund, future year funding and consultation plans.

### **Luss Traffic Order**

- 3.11 We provided a short update on this in our weekly briefing Edition 64 [26 August] which read: *The public hearing for the Proposed Order was held on Tuesday 23<sup>rd</sup> August, at the Loch Lomond Arms Hotel, Luss. The Reporter gave an overview of the proposed Traffic Regulation Order and summarised the overall objections submitted before moving on to allow both the attending objectors to speak to their specific objections. The Reporter allowed questions and statements to be heard from the attendees and although there was not a great number, the points made were relevant to the proceedings. At the close of the hearing, the Reporter has allowed the Council a two week period to provide supporting information. The Reporter also proposes to allow a further two week period for the objectors to submit comment on the Councils supporting information and draft modifications. The Reporter will then complete his report, with any recommendations, and submit to the Council in due course. Upon review, Officers will submit the report to the Helensburgh and Lomond Area Committee for consideration. All the documentation on the proposed Order, along with information on all Traffic Orders, is available on the Council website [here](#).*

### **Faslane Cemetery Project**

- 3.12 A short update on this project was provided in the previous area committee report in June, and in our weekly briefing Edition 62 [12<sup>th</sup> August] we provided the following update: *We have been working with the local community council and the MoD to progress a scheme to upgrade Faslane Cemetery. The MoD provided labour to clear out some overgrown shrubbery and tidy up the cemetery grounds. The community council fundraised and had a local blacksmith create brand new gates to our specification. They also cleaned the stonework around the entranceway. We widened the vehicular access into the cemetery and upgraded the car park. Overall the project has seen a welcome improvement to the cemetery with contributions from all involved. We will shortly be arranging a small event to mark the project and more information on this will follow.*

- 3.13 At the time of writing the above event has not yet been arranged but it is expected it will have been by the time of the committee meeting and a verbal update can be provided at the meeting.

#### **4.0 CONCLUSION**

- 4.1 This report provides 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 – the Council has various statutory obligations which are the responsibility of RIS and set out in various Acts, such as the Roads Scotland Act 1984. The services provided are in line with our statutory obligations
- 5.4 HR – none known
- 5.5 Fairer Scotland Duty:
- 5.5.1 Equalities - protected characteristics – none known
- 5.5.2 Socio-economic Duty – none known
- 5.5.3 Islands – none known
- 5.6. Climate Change – none
- 5.7 Risk – none known
- 5.8 Customer Service - none



**Executive Director with responsibility for Roads and Infrastructure Services  
Kirsty Flanagan**

**Policy Lead for Roads and Transport  
Councillor Andrew Kain**

August 2022

**For further information contact:**

Jim Smith, Head of Roads and Infrastructure Services; or Mark Calder, Project Manager

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**ARGYLL AND BUTE COUNCIL**

**HELENSBURGH AND  
LOMOND AREA  
COMMITTEE**

**ROADS AND INFRASTRUCTURE  
SERVICES**

**20 SEPTEMBER 2022**

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**RECYCLING AND RECOVERY PERFORMANCE**

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**1.0 EXECUTIVE SUMMARY**

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

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**ARGYLL AND BUTE COUNCIL**

**BUTE AND COWAL  
AREA COMMITTEE**

**ROADS AND INFRASTRUCTURE  
SERVICES**

**SEPTEMBER 2022**

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**RECYCLING AND RECOVERY PERFORMANCE**

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**2.0 INTRODUCTION**

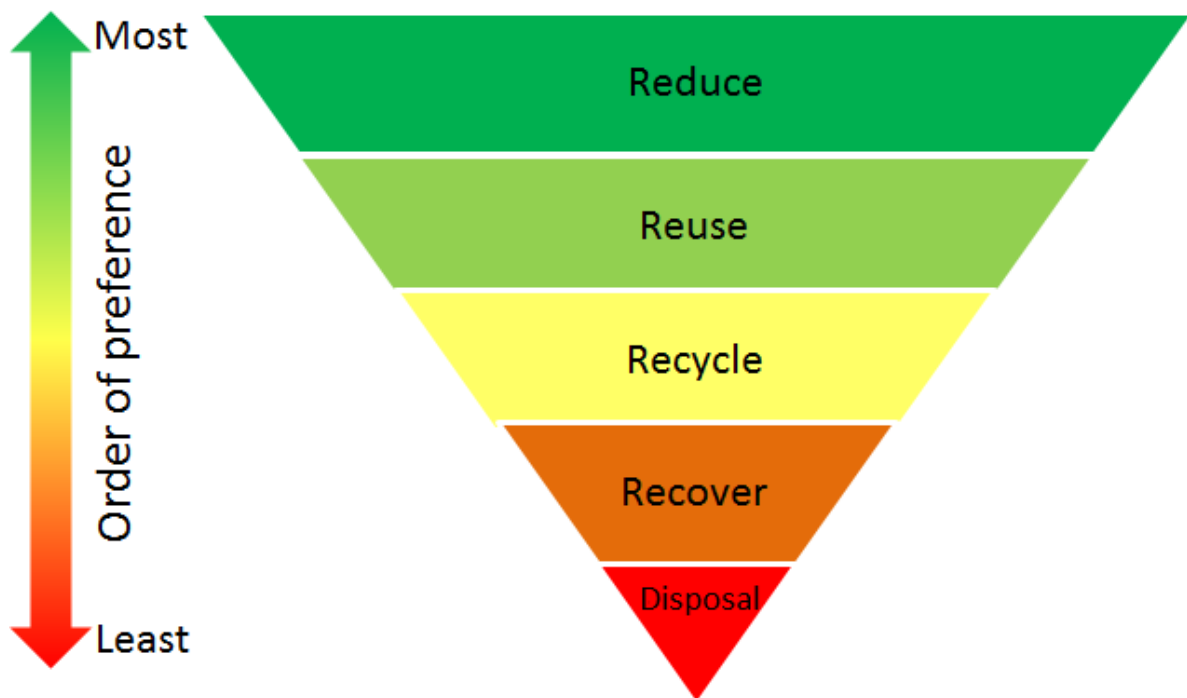
- 2.1 Argyll and Bute Council is both a waste collection and waste disposal authority. Recycling, composting and recovery (i.e. other landfill diversion) statistics are reported quarterly within the council's performance system Pyramid. Statutory returns to SEPA e.g. licensed site tonnage, landfill tax and waste data flow vary from quarterly to annual.
- 2.2 This report provides details on the council's recycling and landfill diversion performance along with national policy, targets and regulations which are likely to impact on future performance.

**3.0 RECOMMENDATIONS**

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

**4.0 DETAILS**

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



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

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

#### Percentages Summary of Landfill, Recycling, Composting and Recovery 2019, 2020 and 2021

		2019	2020	2021
Argyll & Bute wide	% of waste recycled, composted and recovered	48.4%	43.7%	49.3%
	% waste recycled and composted	35.4%	27.8%	36.2%
	% waste recovered	13.0%	15.9%	13.0%
	% waste landfilled	51.6%	56.3%	50.7%
	Tonnes of municipal waste to landfill	29,488	29,261	29,875
Waste PPP	% of waste recycled, composted and recovered	46.6%	45.1%	50.6%

	% waste recycled and composted	28.5%	23.6%	33.0%
	% waste recovered	18.1%	21.5%	17.6%
	% waste landfilled	53.4%	54.9%	49.4%
Helensburgh & Lomond	% of waste recycled, composted and recovered	53.0%	43.9%	50.8%
	% waste recycled and composted	45.3%	34.6%	42.7%
	% waste recovered	7.8%	9.3%	8.1%
	% waste landfilled	47.0%	56.1%	49.2%
Islands	% of waste recycled, composted and recovered	44.4%	33.8%	36.3%
	% waste recycled and composted	44.4%	31.7%	34.8%
	% waste recovered	0.0%	2.1%	1.5%
	% waste landfilled	55.6%	66.2%	63.7%

#### 4.3 Some points to note are as follows:

- There was a drop in recycling performance in 2020 due to Council kerbside recycling services being suspended and recycling/civic amenity sites were closed during the early months of the first COVID lockdown. In 2021, all recycling services returned to normal throughout the year which is reflected in the increase in recycling rates compared to 2020.
- During these first 3 months of the pandemic in 2020, Recycling/civic amenity sites, which were required to close Scotland wide. The site were re-opened in early June 2020. There were no closures in 2021 which contributed to an increase in recycling compared to 2020.
- The combined recycled, composted and recovery rate has increased from 43.7% in 2020 to 49.3% in 2021. This is mainly due to the reasons described above.
- The combined recycling, composting and recovery rate in 2019 was 48.4%. The 2021 combined rate of 49.3% would indicate that our

overall recycling and landfill diversion rates in 2021 returned to pre-covid levels. There are some disposal area differences when comparing 2019 and 2021, e.g. most of the glass collected in the Helensburgh/Lomond and the PPP areas is serviced by a dedicated glass collection vehicle and staffing based in Helensburgh. Depending on collection volumes and routes, the vehicle will sometimes discharge the glass at PPP sites and on other occasions at the Helensburgh site which varies the location where the glass is registered as being recycled. In 2021, there was significantly more glass discharged for recycling at the PPP sites (and subsequently less at the Helensburgh site) compared to 2019 levels. In the Islands disposal area, there was a drop in recycling from 2021 compared to 2019, this is mainly due to a large reduction in wood delivered for recycling at our Mull and Islay facilities.

- The recovery in the Waste PPP area is carried out by Renewi through residual waste mechanical biological treatment plants based at their waste facilities near Oban, Dunoon and Lochgilphead.
- The recovery in the Helensburgh and Lomond area is mainly carried out by Barr Environmental at their Auchencarroch waste facility, near Alexandria.
- There was an increase of circa 13% in overall municipal solid waste tonnages in 2021 compared to 2020. Tonnages in 2020 were much lower than normal mainly due to the sharp reduction in visitors and the closure of many commercial premises during the first lockdown in 2020. However, it is noteworthy that the 2021 tonnages were still higher by circa 3% compared to 2019. The overall tonnage increase in 2021 is likely due to the high number of staycation visitors during the year plus some new housing developments have come on stream e.g. Dunbeg (Oban).
- The overall percentage waste to landfill in 2021 (50.7%) was lower than 2020 (56.3%) again mainly due to the suspension of most recycling services for circa 3 months during the first lockdown in 2020.
- The tonnage of municipal waste to landfill in 2021 (i.e. 29,875 tonnes) was slightly more than in 2020 (i.e. 29,261 tonnes). This was mainly due to the overall tonnage drop in 2020 plus the 2021 tonnage increase as previously described.
- Recycling and composting is mainly from recycling collections, bring sites and segregated wastes from recycling/civic amenity sites. Recovery is predominantly moisture and process loss/use and/or compost like output from mixed waste treatment plants operated by the council's Waste PPP partner and other waste contractors.
- SEPA published annual recycling data for local authorities focuses mainly on recycling and composting from households.

### **Landfill Ban**

- 4.4 The Waste (Scotland) Regulations were introduced by the Scottish Government in 2012 and they included a landfill ban of biodegradable waste from 2021.
- 4.5 The landfill ban planned for 2021 has since been rescheduled by the Scottish Government until 2025. This delay was welcomed by the Council and gives more time for alternative solutions and funding to be sought. An update report on the Waste PPP/Landfill Ban can be found at the September 2022 Environment, Development and Infrastructure Committee.

### **Deposit Return Scheme**

- 4.6 The Scottish Government in 2019 set out a planned implementation date of April 2021 for a national deposit return scheme (DRS) for drinks containers including PET plastic drinks bottles, drinks cans and glass bottles. During the COVID-19 outbreak the implementation date was delayed by the Scottish Government until July 2022 and then subsequently until August 2023. Circularity Scotland have since been appointed by The Scottish Government to administer and operate the scheme throughout Scotland.
- 4.7 The DRS scheme may result in an overall Scotland wide increase in recycling including other environmental benefits e.g. current non-recyclers may use the scheme plus there should be less littering of such items. The scheme may however, see a reduction in Council recycling performance if items such as glass drinks bottles are no longer handled by Council glass collections albeit they should still be recycled in future via the DRS scheme. The DRS scheme aims to capture 70% of such items during the first year of implementation then rising to 90% in future years. Much will depend on how the scheme is implemented by the Scottish Government and Scheme Administrator in the coming years and public participation in the scheme.

### **Scottish Government Circular Economy Proposals**

- 4.8 During the summer of 2022, The Scottish Government published its Circular Economy proposals which included 31 existing and proposed new measures up to and beyond 2025. These included existing measures such as the 2025 landfill ban and the DRS scheme as previously mentioned. There were also a number of new proposals which will likely impact on future recycling and recovery rates. Further details on these Scottish Government proposals will be reported at future ED&I Committees as they progress. Some of the main proposals are as follows:
- The Incineration Review recommendations will be actioned by the Scottish Government;
  - The rural food waste exemption will be reviewed by the end of 2022;



- Garden waste collections may become mandatory in 2023;
- Textiles collections may be made mandatory in 2025;
- Hazardous household waste collections may be made mandatory in 2025;
- The Household Recycling Charter may be made mandatory in future;
- Statutory Recycling Targets may be placed on individual Councils in future.

## **5.0 CONCLUSION**

5.1 Steady progress was made on recycling and composting performance during 2021 after being affected during the early months of the pandemic in 2020. Since council kerbside services returned and recycling/civic amenity sites re-opened in June 2020, more normal recycling levels have returned throughout 2021. National Policy drivers such as the ban on biodegradable waste to landfill, the Scottish Deposit Return Scheme and the circular economy proposals will have significant implications for future recycling, composting and recovery performance.

## **6.0 IMPLICATIONS**

- 6.1 Policy - National policies and regulations will likely impact on future recycling, composting and recovery performance. The council's policy is to reduce landfill.
- 6.2 Financial - The 2025 ban on biodegradable waste to landfill will have financial implications. An update report can be found in the September 2022 Environment, Development and Infrastructure Committee.
- 6.3 The landfill ban (delayed until 31<sup>st</sup> December 2025) is a legal requirement under the Waste (Scotland) Regulations 2012. Other legal requirements may result following The Scottish Government Circular Economy proposals.
- 6.4 HR – None.
- 6.5 Equalities – None.
- 6.6 Risk - Risks to the council on the landfill ban and any other future statutory requirements are mainly financial. A national deposit scheme for drinks containers will hopefully have an overall environmental benefit, although it may impact negatively on council recycling rates.
- 6.7 Customer – None at present.

**Executive Director with Responsibility for Roads and Infrastructure Services: Kirsty Flanagan**

**Head of Roads and Infrastructure Services:** Jim Smith

**Policy Lead for Climate Change and Environment Services:** Councillor  
Ross Moreland

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

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**ARGYLL AND BUTE COUNCIL****Helensburgh and Lomond Area  
Committee****Commercial Services****20 September 2022**

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**Helensburgh Waterfront Development (HWD) – Project Position Update**

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**1. EXECUTIVE SUMMARY**

- 1.1. The purpose of the report is to provide the Helensburgh & Lomond Area Committee with a project position update as 9 months has elapsed since the last update was presented in December 2021 and to confirm that we have now issued the Certificate of Practical Completion for Phase 1 of Helensburgh Waterfront Development and the new Helensburgh Leisure Centre was handed over by Heron Bros Friday 29th July 2022 and fully opened to the public on 3 September 2022.
- 1.2. The Project Management Team would like to take this opportunity to thank everyone involved for all their hard work in helping us to achieve this significant milestone. It has been a long and difficult journey, with the back drop of a global pandemic as well as many other issues to overcome. Everyone has played their part and gone above and beyond in many cases to ensure this project was delivered to the highest of standards and to original timescales. The progress achieved in the face of considerable challenge is a testament to the power of partnership and professionalism. It is all the more impressive given all the back office staff behind the Waterfront Development are working remotely to deliver the project.
- 1.3. Since Contract Award, the Helensburgh Waterfront Development was awarded £100,000 grant funding from SportScotland, January 2021, which has been used by the project to support existing plans including adding the movable floor to the studio pool which will be ideal for beginner swimming lessons and providing more inclusive access.
- 1.4. Heron Bros Ltd commenced works on site on the 31 August 2020 and we are currently 107 weeks into the 119 week construction programme.
- 1.5. Whilst the project has made significant progress to date, given that it's being delivered in the midst of a global pandemic, the Project Management Team recognise that issues of a commercial nature will likely emerge given the size and scale of this complex major capital project.

**1.6. RECOMMENDATIONS**

The Helensburgh & Lomond Area Committee is invited to:

- 1.7. Note and consider the contents of this Report

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**Helensburgh Waterfront Development (HWD) – Project Position Update**

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**2. INTRODUCTION**

- 2.1. The Helensburgh Waterfront Development Project is all about creating a vibrant and attractive waterfront for the town. The main feature of the project will be a new leisure facility incorporating a swimming pool, with associated parking and public realm works to meet the needs of the local community. At the same time the flood defences will be increased to address current and future flooding issues on the site. The new leisure facility will be run on behalf of the Council by LiveArgyll.
- 2.2. The principal aims and objectives for the project are to:
- Develop Helensburgh as a great place to live, work and visit, by delivering a new state-of-the-art leisure facility and swimming pool which meets the needs of the Helensburgh and Lomond community
  - Add to what has been achieved through other projects such as CHORD and Hermitage Park regeneration, which have created an attractive, vibrant and contemporary town Centre that is attracting residents, businesses and visitors to the area.
  - Encourage additional private sector investment in the waterfront area and town centre
  - Through the steps above, support the Helensburgh and Lomond economy with increased opportunities for existing and new businesses
- 2.3. The purpose of the report is to provide the Helensburgh & Lomond Area Committee with a project position update as 9 months has elapsed since the last update was presented in December 2021 and to confirm that we have now issued the Certificate of Practical Completion for Phase 1 of Helensburgh Waterfront Development and the new Helensburgh Leisure Centre was handed over by Heron Bros Friday 29th July 2022 and fully opened by LiveArgyll to the public on 3 September 2022.
- 2.4. We would like to take this opportunity to thank everyone involved for all their hard work in helping us to achieve this significant milestone. It has been a long and difficult journey, with the back drop of a global pandemic as well as many other issues to overcome. Everyone has played their part and gone above and beyond in many cases to ensure this project was delivered to the highest of standards and to original timescales. The progress achieved in the face of considerable challenge is a testament to the power of partnership and professionalism. It is all the more impressive given all the back office staff behind the Waterfront Development are working remotely to deliver the project.

- 2.5. Since Contract Award, the Helensburgh Waterfront Development was awarded £100,000 grant funding from SportScotland, January 2021, which has been used by the project to support existing plans including adding the movable floor to the studio pool which will be ideal for beginner swimming lessons and providing more inclusive access.

### **Budget**

- 2.6. The current budget of £22,367,314, includes £5million awarded from the UK Government Libor Fund, as well as forecast funds arising from the future retail development.
- 2.7. In January 2021 the Helensburgh Waterfront Development was awarded £100,000 grant funding from SportScotland. This additional grant funding will be used to support existing plans; including adding the movable floor to the studio pool, Pool Pods and Changing Places toilet facilities/

### **Programme**

- 2.8. HBL commenced works on site on the 31 August 2020 and we are currently 107 weeks into the 119 week programme.
- 2.9. Table 2.7 Project Programme and Milestone

	<b>Description</b>	<b>Duration</b>	<b>Start Date</b>	<b>End Date</b>
	Construction: Stage 1 - Flood Defences and Stage 2 - Leisure Building	500 days	31-Aug-20	29-Jul-22
	Construction: Staff Migration to New Leisure Building and Familiarisation	21 days	8 – Aug -22	3 -Sept-22
	Construction: Stage 3 - Demolition of Existing Pool and Completion of Car Parking and Landscaping	136 days	12-Aug-22	06-Feb-23
	Construction: Defects Rectification Period	260 days	07-Feb-23	07-Feb-24
	Construction: Contract Close Out	20 days	07- Feb-24	07 -Mar-24

- 2.10. Currently onsite the following Phase 2 activities (Construction Stage 3 – Demolition of Existing Pool and Completion of Car Parking and Landscaping) are progressing at a pace: Demolition of Existing Old Swimming Pool Building commenced on the 5<sup>th</sup> September, and is due to conclude in the coming weeks; mass stone fill to former car park; granite paving to emerging public realm steps; public realm granite paving and surfacing works; construction of remaining section of car park, and to new cycle lane adjacent to West Clyde Street.
- 2.11. Whilst the project has made significant progress to date during the past 107 weeks, it's being delivered in the midst of a global pandemic, currently it remains on programme and within budget. However the Project Management

Team recognise that issues of a commercial nature will likely emerge given the size and scale of this complex major capital project, and we continue to work closely with all parties to mitigate and minimise the potential impact of these upon the delivery of the works.

### ***Helensburgh Masonry Pier Resurfacing and Lighting Improvement Works***

- 2.12. Helensburgh Masonry Pier will receive a £345,000 makeover to help improve the appearance and add to the overall improvements works at the waterfront. The works, funded by Crown Estates and the Scottish Government's Place Based Investment Programme include resurfacing the masonry section of the pier and replacing lighting. Works commenced onsite on 11 July, 2022 with the pier closed to the public for the duration of the works. Pedestrian access to the Public Toilets will maintained during these works.
- 2.13. Heron Bros Ltd are delivering the works in keeping with landscaping already carried out as part of the waterfront development. Once complete the surface will match the quality and finishes of the waterfront development project, and enhance views looking out from the swimming pool and gym. The works are taking place during the summer, as relatively dry weather is required for the type of materials used for resurfacing. As funding is only available for a set time, there is a small window of opportunity to complete the improvements.
- 2.14. Completion of the pier resurfacing will coincide with the opening of the new leisure centre and swimming pool as part of the wider waterfront development.

### **Considerate Constructor Scheme (CCS)**

- 2.15. Well done to the Heron Bros Site Team for once again achieving a rating of 'Excellent' (42 out of 45) in a recent audit conducted by the Considerate Constructors Scheme (CCS), a not-for-profit, independent organisation founded to raise standards in the construction industry. Construction sites, companies and suppliers voluntarily register with the scheme and agree to abide by the code of considerate practice, designed to encourage best practice beyond statutory requirements. <https://www.ccscheme.org.uk/>

### **3. Risk**

- 3.1. The Anticipated Final Cost for the Project includes a construction contingency allowance, as well as a fully itemised and costed Risk Register, which is being managed by the Project Team. The Project Risk Register has been updated to include the potential risk of long term working under some form of COVID-19 restrictions having an impact upon site productivity.
- 3.2. The value of the Construction Contract, at Award Stage was £19,971,918.51. Given the health and economic impacts since the award, the Anticipated Final Cost for the Contract and therefore the project is likely to increase. We are working with Heron Bros Ltd to ensure that any claims for Extensions of Time, and/or Loss and Expense, are properly and fully substantiated and assessed in accordance with the requirements of the Contract. This work stream is on-



	EqSEIA for these.
5.6 Equalities – protected characteristics	The detailed proposals for the HWD Project have been designed in accordance with the requirements of the Equalities Act (2010) legislation at the forefront, including, as far as practical, the removal of physical barriers preventing access to facilities or services.
5.7 Socio-economic Duty	Access to the facilities, once constructed, will be covered by either the A&BC Car Parking Management Strategy and/or the Live Argyll Operational Business Model for the new Leisure Building. The relevant officers in each organisation will be responsible for undertaking the necessary EqSEIA for these.
5.8 Islands	Not Applicable
5.9 Climate Change	Flood defence works designed and constructed to take account UK Climate Change Predictions, latest being UKCP18, and are also designed and constructed in such a way that they can be extended should UK Climate Change Predictions of the future make this necessary. The new Leisure Building in terms of reducing carbon emissions, has an energy efficient Gas fired Combined Heat and Power (CHP) system installed, which can return excess electrical power generation to the National Grid.
5.10. Risk	The Anticipated Final Cost for the Project includes a construction contingency allowance, as well as a fully itemised and costed Risk Register, which is being managed by the Project Team. The Project Risk Register has been updated to include the potential risk of working under some form of COVID-19 restrictions is likely to have an impact upon site productivity.
5.11 Customer Service	Legal Services will provide support as and when required.

**Douglas Hendry, Executive Director with responsibility for Commercial Services**  
**Cllr Gary Mulvaney, Policy Lead for Finance and Commercial Services**

31 August 2022

**For further information contact:** Andrew Collins, Helensburgh Waterfront Development Project Manager Tel: 01436 657633



**Appendix A**

Helensburgh Waterfront Development - Progress Photographs

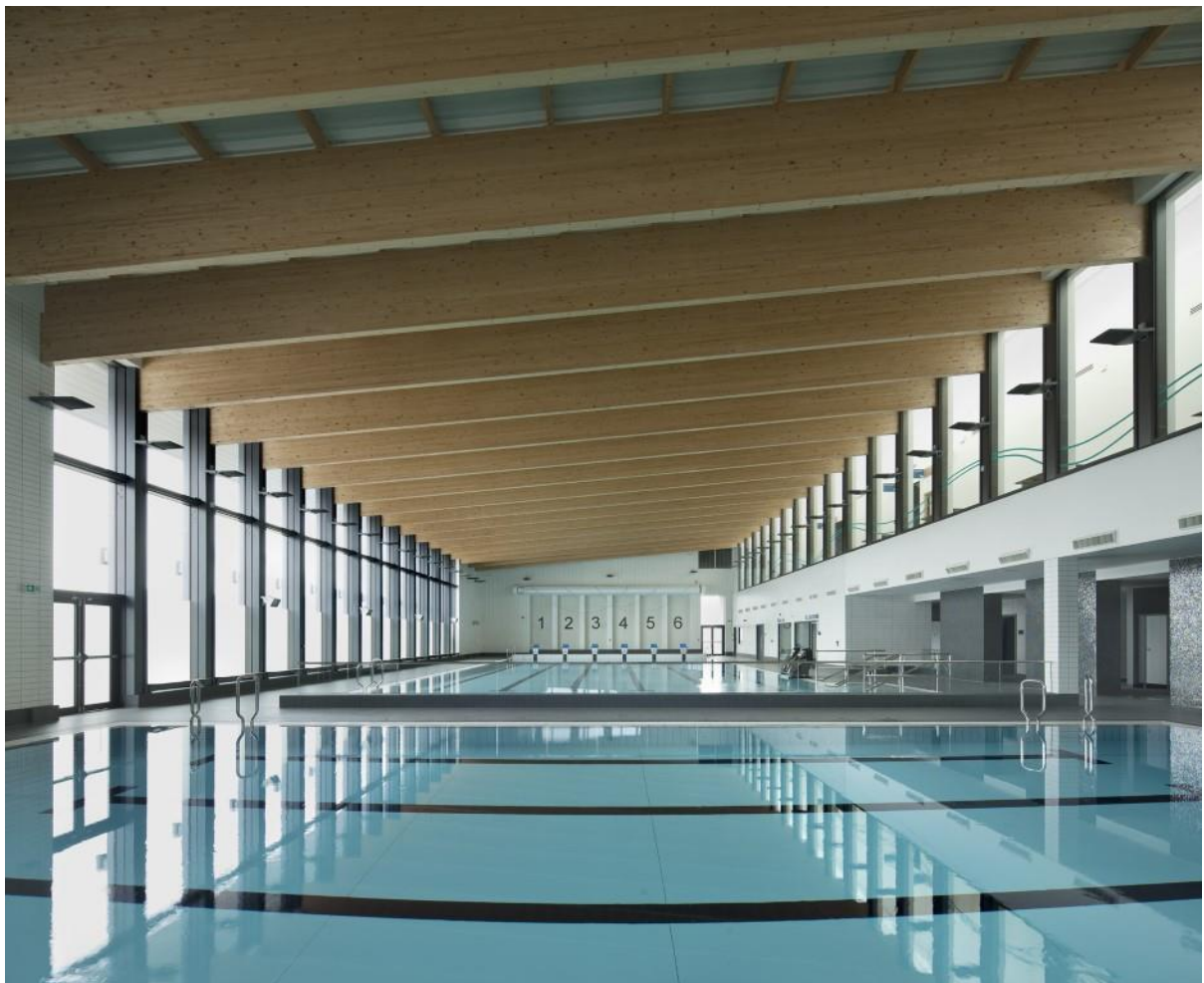
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**Appendix A**

Helensburgh Waterfront Development - Progress Photographs







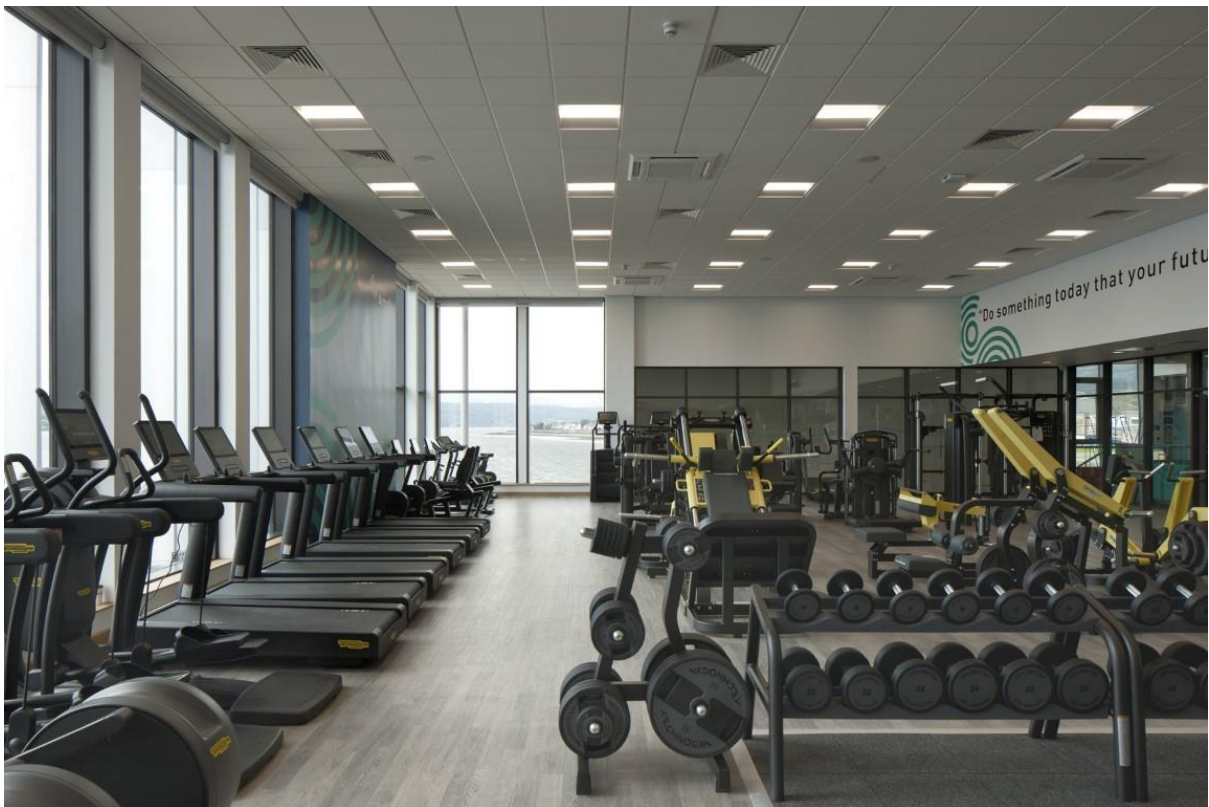
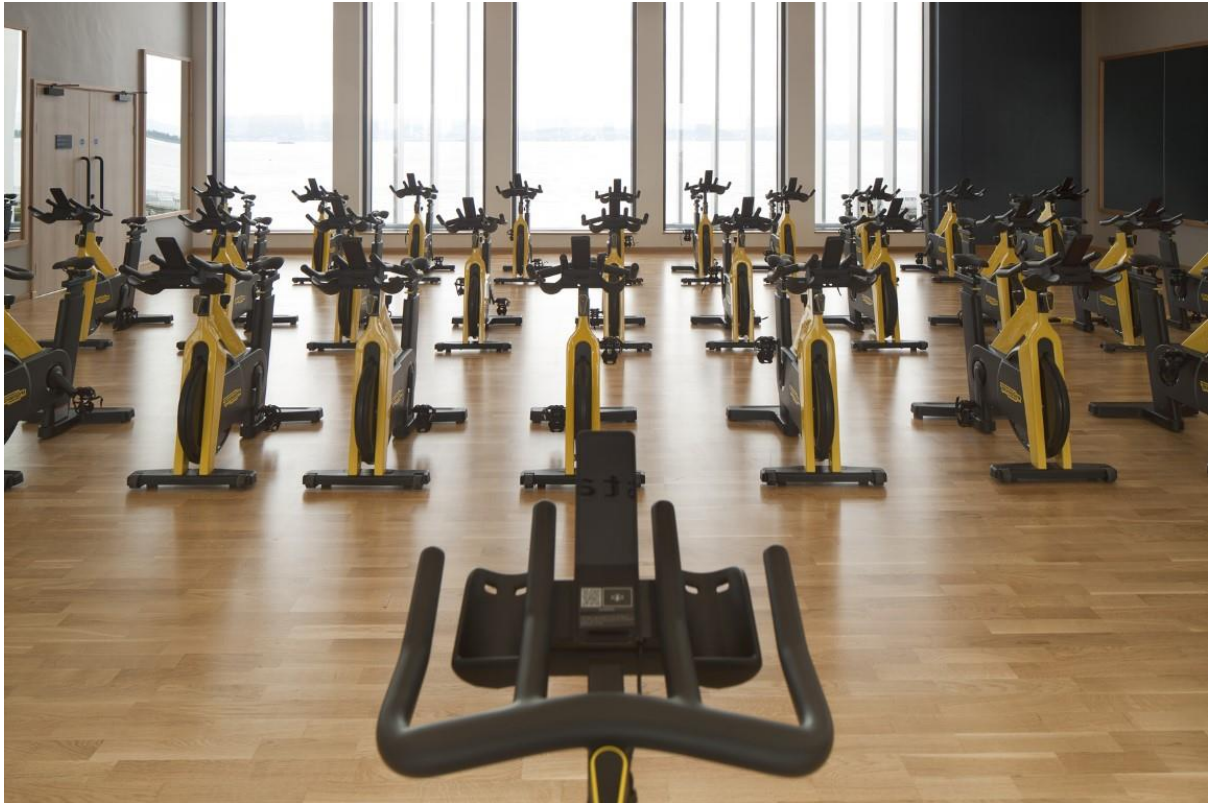












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**ARGYLL & BUTE COUNCIL****HELENSBURGH AND LOMOND  
AREA COMMITTEE****LEGAL AND REGULATORY SUPPORT****20 SEPTEMBER 2022**

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**EXTRACT OF MINUTE OF AUDIT AND SCRUTINY COMMITTEE HELD ON 23 JUNE  
2022**

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**12. COMMUNITY ASSET TRANSFER SCRUTINY REVIEW**

The Committee gave consideration to a report presenting the findings of the Community Asset Transfer Scrutiny Review, which was carried out as per the 2021/22 scrutiny plan. The report identified 'a perception that the Council's current asset transfer process is complex and does not fully support community empowerment to allow community groups to progress transfer request without significant support'.

Discussion was had in relation to the opportunity this afforded to expose the opportunities of Community Asset Transfer to a wider audience, with it being noted that delegated authority for Asset Transfers lies with the Policy and Resources Committee.

**Decision**

The Audit and Scrutiny Committee:-

1. Agreed the draft Community Asset Transfer Scrutiny Report; and
2. Agreed that the Community Asset Transfer Scrutiny Report be presented to the Council's 4 Area Committees in the first instance, for information and to facilitate promotion to community groups to consider, noting that any recommendations arising would require to be referred to the Policy and Resources Committee for consideration.

(Reference: Report by Chair of the Community Asset Transfer Scrutiny Panel, dated 23 June 2022, submitted)

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**COMMUNITY ASSET TRANSFER SCRUTINY REVIEW**

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**1. SUMMARY**

- 1.1 The Community Asset Transfer scrutiny review was carried out as per the 2021/22 scrutiny plan agreed by the Audit and Scrutiny Committee at their development session on the 27 April 2021.
- 1.2 The Community Asset Transfer scrutiny panel comprised of Mr Martin Caldwell (Chair), Councillor Trail and Councillor McGrigor with support provided by internal audit officers.
- 1.3 The Community Asset Transfer process was chosen for inclusion in our scrutiny priorities for 2021/22 as a result of findings from the Council's Best Value Assurance Review conducted by Audit Scotland in May 2020. The report identified 'a perception that the Council's current asset transfer process is complex and does not fully support community empowerment to allow community groups to progress transfer request without significant support'.

**2. RECOMMENDATIONS**

- 2.1 Committee to agree the Draft Community Asset Transfer Scrutiny Report.
- 2.2 Committee to agree the most appropriate committee or other Council group for the Community Asset Transfer scrutiny report to be presented to for consideration.

**3. DETAIL**

- 3.1 The agreed objectives of the scrutiny review were to:
- ensure the council's guidance is consistent with legislation and national guidance
  - ensure the Council's process is supportive to community transfer bodies
  - ensure there is adequate engagement with community groups to assess feedback
  - ensure that the action plan from Audit Scotland's Best Value Assurance Report is being progressed.
- 3.2 Throughout this review two panel meetings were held to gather evidence.

- Panel one – Council’s Social Enterprise Development Officer and the Estates and Property Development Manager
- Panel two – representative from Audit Scotland comprising of the Audit Director and two Senior Audit Managers

3.3 We would like to extend our appreciation for the cooperation and assistance received from all witnesses invited to provide evidence over the course of the review.

3.4 Based on the information obtained over the course of the review the panel has identified eight findings specific to this review. These are detailed in the report attached as appendix 1.

3.5 The report has been discussed with the officers and panel members involved in the review to confirm accuracy and it is now for the Committee to decide whether to approve the report and, if so, to agree the most appropriate committee or other Council group for the Community Asset Transfer scrutiny report to be presented to for consideration.

#### **4. CONCLUSION**

4.1 Committee is requested to agree the attached report and agree the most appropriate Committee or other Council group for the report to be presented to for consideration.

#### **5. IMPLICATIONS**

- 5.1 Policy - None
- 5.2 Financial -None
- 5.3 Legal -None
- 5.4 HR - None
- 5.5 Fairer Scotland Duty - None
- 5.5.1 Equalities – None
- 5.5.2 Socio-Economic Duty – None
- 5.5.3 Islands Duty – None
- 5.6 Climate Change – None
- 5.7 Risk – None
- 5.8 Customer Service - None

**Martin Caldwell**  
**Chair of the Community Asset Transfer Scrutiny Panel**  
**23 June 2022**

**For further information please contact:**  
Moira Weatherstone, Interim Chief Internal Auditor, 01546 604146

**Appendices:**  
Appendix 1 – Draft Community Asset Transfer Scrutiny Report



Argyll and Bute Council

Scrutiny Report

March 2022

DRAFT

# Community Asset Transfer

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## Contact Details

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## 1. Executive Summary

### Introduction

1. As part of Argyll and Bute Council's (the Council) 2021/22 scrutiny plan, approved by the Audit & Scrutiny Committee (the Committee) in June 2021, we have undertaken a scrutiny review of the Council's Community Asset Transfer process.
2. Throughout this report references to 'the Panel' refers to the chair of the Committee and two Committee members who conducted this review. They were:
  - Martin Caldwell (Panel Chair)
  - Councillor Trail
  - Councillor McGrigor
3. The Panel was supported by council officers and relevant external parties who gave willingly of their time to help deliver the review. We would like to extend our appreciation for the cooperation and assistance received from all witnesses invited to provide evidence over the course of the review.

### Objectives

4. The agreed objectives of the scrutiny review were to:
  - ensure the Council's guidance is consistent with legislation and national guidance
  - ensure the Council's process is supportive to community transfer bodies
  - ensure there is adequate engagement with community groups to assess feedback
  - ensure that the action plan from Audit Scotland's Best Value Assurance Report is being progressed.

### Background

5. The Council's Best Value (BV) report issued by the Accounts Commission in May 2020 stated that community focus groups highlighted that:

There is 'a perception that the Council's current asset transfer process is complex and does not fully support community empowerment to allow community groups to progress transfer requests without significant support.'

and recommended that:

'The council should work with communities and community groups to understand and address their concerns in respect of the current asset transfer arrangements.'

In response to the BV report the Council have implemented a BV Action Plan with one of the actions being to 'Review and simplify the community asset transfer process'.

6. Part 5 of the Community Empowerment (Scotland) Act 2015 (The Act), sets out the key rights and duties for community transfer bodies and relevant authorities and provides a framework for the asset transfer process.
7. Historically, asset transfer was only available for land or buildings which a public authority has decided to dispose of, and has decided is suitable for community use. The Act puts more power

in the hands of communities by allowing them to request whatever publicly held property they believe will be most suitable to deliver their objectives. Therefore community transfer bodies who meet the qualifying criteria can make applications to relevant authorities to acquire land and property which is not listed for sale.

8. The Act requires each relevant authority to establish, maintain and make available a register of land which it owns or leases to the best of its knowledge and belief. This register is available to view within an area of the Council's website dedicated to community asset transfers along with links to other relevant guidance and tools.
9. The Council has developed an "expression of interest" process which seeks to resolve community requests as simply as possible out with the statutory Asset Transfer process and runs parallel with the Asset Transfer process. This process assists community transfer bodies wishing to investigate the possibility of developing a full asset transfer request or other alternative means of managing community assets. A transfer request can be for ownership, lease or other rights.
10. As at 30 June 2021, the Council reported to Scottish Government that it had received 70 expressions of interest since January 2017. Of these:
  - 14 are active
  - 53 have been resolved or withdrawn
  - 3 developed into asset transfer requests, one of which was successful and two refused.
11. The Council's Social Enterprise Development Officer is the single point of contact to provide assistance to community transfer bodies. There is an internal process guide to ensure consistent evaluation of expressions of interest and asset transfer requests received.
12. The Council's Asset Transfer Group consists of representatives across various council services. The group meets monthly to review progress with expressions of interest and asset transfer requests, review the Best Value Assurance Report action plan and the published asset register and consider any other relevant business.
13. The Community Asset Transfer process was approved for inclusion in our scrutiny plan for 2021/22 at the meeting of the Council's Audit and Scrutiny Committee on 15 June 2021.

## Scrutiny Initiation Briefing – 13 August 2021

14. In August 2021 scrutiny officers circulated a briefing paper to the Panel which provided background on the community asset transfer process. The Panel met to agree the scope and identify invitees to give evidence at a series of meetings.
15. The agreed scope was to consider whether the community asset transfer process:
  - complies with relevant legislation and guidance
  - supports community transfer bodies through the expression of interest and asset transfer process
  - uses feedback from community transfer bodies to inform improvement actions that will address the findings of the Best Value Report.
16. The Panel agreed that they should meet with appropriate representatives of the groups set out in Exhibit 1.

## Exhibit 1 – Scrutiny Meetings

Group	Key Areas for Discussion
Council Officer(s)	<ul style="list-style-type: none"> <li>• Council compliance with legislation and national guidance.</li> <li>• How the expression of interest pre-application stage assists community transfer bodies prepare for a full asset transfer request.</li> <li>• How an asset transfer request is assessed.</li> <li>• How representation at review panels is decided.</li> <li>• Whether feedback from community groups is used to inform improvement actions.</li> <li>• Progress in addressing the action plan from the Audit Scotland Best Value Assurance Report.</li> </ul>
Audit Scotland (author of Best Value Assurance Report)	<ul style="list-style-type: none"> <li>• Whether guidance published by the Council is considered compliant with statutory requirements.</li> <li>• Whether community transfer bodies can easily access information and support from Council officers.</li> <li>• Whether sufficient feedback had been sought from community transfer bodies to inform the Best Value Assurance Report.</li> <li>• What specific areas/issues were highlighted as being complex through feedback received from community transfer bodies.</li> </ul>

## 2. Scrutiny Meetings

### Scrutiny Meeting One – Council Officers – 05 October 2021

17. The first scrutiny meeting consisted of the Council’s Social Enterprise Development Officer, who is the single point of contact for community groups and supports the Community Asset Transfer request process and the Estates and Property Development Manager who deals with any property related matters for the Council and chairs the Asset Transfer Group. The key messages reflecting the views of the Council officers who attended, from this meeting are set out in Exhibit 2.

## Exhibit 2 – Scrutiny Meeting 1 – Council Officers - Key Messages

Theme	Detail
Scottish Government and Council Guidance	<p>Scottish Government provides two guidance notes, the “<a href="#">Community Empowerment (Scotland) Act 2015: community transfer bodies’ guidance</a>” and a 16 page <a href="#">summary guide</a> both of which have been written with communities in mind. Council officers have selected key sections from this guidance to further simplify and publish on the Council’s <a href="#">website</a> for public use. General feedback from events and talks is that the webpages are very helpful. However, Audit Scotland stated in the Best Value report that “feedback from Community Groups highlights a perception that the Council’s current Asset Transfer process is complex and does not fully support community empowerment”.</p> <p>The Council’s Legal Services have been fully involved throughout the community asset transfer process development and there is a high level of confidence that the Council fully complies with Scottish Government guidance and legislation.</p>

	<p>The Council's website contains all of the statutory elements that are required to be published, including additional links to further guidance and resources.</p> <p>There is information exchange with other Councils, this enables learning from each other and evaluation of how the process is managed at other Councils whilst meeting the statutory requirements. The legislation is still relatively new and Council processes are evolving.</p> <p>An Asset Transfer Request must be in writing but it is not necessary to use the form provided by the Council. Community transfer bodies are encouraged to use the expression of interest process, this allows the Council to provide support and information on what may be the best approach to meet the communities need.</p> <p>The value of assets involved tend to be low and there has not been a request close to the State Aid barrier to date, there is unlikely to be any significant impact following the change to Subsidy Control which currently has a threshold of approximately £335,000 over the current and two previous years.</p>
Expression of Interest (EOI)	<p>The EOI process is not a requirement of the Act but is a recommendation in the Scottish Government Guidelines, many other Councils offer similar support. It is not a pre-application stage to a formal asset transfer request (ATR), it is an option groups can choose to use to investigate their idea further without necessarily requiring a formal ATR as other solutions to address their needs are often identified thus negating the need to submit a formal ATR.</p> <p>Every EOI is different, some are easy to quantify but some are vague in terms of their request or identified outcome, however the Council tries to help groups find a solution or clarify what outcome the community is looking for. The EOI process guides the groups towards the best way to achieve their objectives without necessarily resulting in a formal ATR. In addition the process helps groups understand the full extent of their interest and the associated operational requirements should they wish to progress. If what a group is suggesting seems unrealistic they receive feedback and suggestions for improvement, this allows the group to make a more informed decision of whether they wish to proceed, seek alternative solutions or withdraw from the process.</p> <p>EOI forms gather initial high level information. Part of the assessment process looks at ongoing capacity within the group and resilience to continue to manage or develop services with the asset for the benefit for the wider community.</p> <p>EOIs are not rejected, the final decision is made by the group on whether to take the request forward, however, a positive outcome is supported wherever possible. It can be difficult to measure whether an EOI remains active or not as groups are often slow to respond and therefore unsure if they have decided whether to continue or not.</p>

	<p>The annual Scottish Government return identifies how many EOIs have been received, how many have progressed to full ATR and how many have resulted in an alternative positive outcome. These statistics show that very few EOIs progress to formal ATR, however this is not necessarily a negative result as positive outcomes are often achieved by other means. At present the Council do not capture information in relation to the final outcome where a full ATR is not achieved.</p> <p>General support and information regarding funding opportunities is offered to any group qualifying as a community transfer body (CTB). Groups that do not qualify as a CTB are also supported although they would not be entitled to use the formal legislation. Groups are also directed to other Council services such as Business Gateway and partner agencies such as Just Enterprise for further/specialist advice and support.</p> <p>The Council does not provide financial support to groups to progress their EOI or ATR, however they do facilitate a joint valuation of the property concerned. Officers will advise of other funding sources and available assistance e.g. Business gateway will with the preparation of a business plan.</p>
Asset Transfer Request	<p>Community Asset Transfer information provided on the Council's webpage is based on the legislation to ensure compliance with the Act.</p> <p>The Community Empowerment Act is about empowering communities voices to be heard, their requests listened to and considered. It does not provide a guarantee that a request will be approved but it does give them certain rights to be heard and not dismissed.</p> <p>Community groups can submit a request for assets which are currently in use by the Council, there is no requirement for the asset to be identified as being a surplus asset, however, this could possibly make their request a bit more challenging.</p> <p>An ATR can be submitted at any time by a CTB and it is their decision whether or not to take forward. Council Officers will provide support and advice in order to ensure that any ATR application submitted by a CTB is as strong as possible to provide the best chance of succeeding. If the CTB can then alleviate some of the concerns at the outset this gives them a stronger more robust ATR going forward.</p> <p>Formal ATRs are concluded when a decision has been reached or an appeal has been heard. If unsuccessful, officers will continue to engage with the groups to find an alternative positive outcome for their request.</p> <p>Financial and Legal Services are represented on the Asset Transfer Group (ATG). They will assess their relevant areas within the application and if required will request further information depending on the scale of the asset the CTB are looking to take over. An updated matrix is used for evaluation of all ATRs.</p>

Review Panels	<p>Members of the Policy and Resources Committee are responsible for determining how to run review panels. A review panel can be a complete review, an open public meeting or review of additional information provided by council officers or the CTB. The ATG will provide an asset re-evaluation report to help guide decision making.</p> <p>Each case is reviewed and considered on its individual merit rather than taking a consistent approach.</p> <p>Both review panels held were conducted as a desk-top exercise with additional information presented, there was no representative from the CTBs present at either review panel.</p>
Feedback From Community Groups	<p>There has been no customer survey for ATR or EOI's undertaken to date, however, feedback received at courses or events for communities has been positive.</p> <p>Some changes have been identified and these are reviewed by the legal team prior to publishing to ensure ongoing compliance with the Act. Specific changes are being made following the BV3 comments to aid community engagement and understanding.</p> <p>Officers have attended and contributed at training, events and consultations organised by Community Ownership and Support Service (COSS, a subsidiary branch of the Development Trust Association that is funded directly from Scottish Government to support communities and LAs in delivering asset transfers). Council officers also review websites of other Councils to benchmark our information provision and processes with other Local authorities, we have similar processes to others but also do some things that others don't.</p> <p>Officers attended a national event for local authorities to review the process and feed into a review of the Act, a similar event is planned for community groups to get wider feedback. It is thought that a paper will be produced at the end of the current parliament covering any required updates or changes to the Act.</p>
Best Value Assurance Report Action Plan and Progress	<p>Positive feedback has been received from groups regarding the information available on the Council's website. The web pages have been updated in light of the BV3 report with a focus on the EOI pages to simplify the language used and remove some of the technical information, replacing it with links to provide further information or clarity as required. This is a recent change and there has been no feedback to date.</p> <p>The EOI is a supportive tool for groups to use that enables them to decide whether they wish to proceed to a full ATR or not. The panel meeting has provided a very different view to what is recorded in the Audit Scotland BV3 report.</p>
Promotion of Asset Transfers	<p>The BV3 report requires the Council to promote asset transfers, this has been taken on board. One specific area that the Council has focussed on is</p>



	<p>that they are actively looking at ways to try and promote toilets that are at risk of closure and how groups can work in partnership with the Council to take responsibility for this asset. Similar opportunities will start to appear on the Council's webpages as they arise.</p> <p>Surplus Assets are marketed commercially by the Estates service to obtain best value for them. The details are published on the Council's website to allow community groups the opportunity to view and form their proposals should they wish to apply for an ATR. However, the focus of the Act is on the community need rather than the property.</p>
Other relevant information	<p>Legislation requires officers to respond within a fixed period of time, if there were more than 2 or 3 ATRs in a year the service would struggle to resource this. Around one third of the Social Enterprise Officer's time is spent on EOs and supporting groups to progress enquiries.</p> <p>The Council provide limited time monitoring completed ATR's as all responsibility is transferred with the asset. If another option is taken forward using a joint approach, the Council can provide guidance and support to the group.</p>

### Scrutiny Meeting Two – Audit Scotland – 18 November 2021

18. The second scrutiny meeting consisted of representatives from Audit Scotland, this included the Audit Director and two Senior Audit Managers. The key messages from this meeting, reflecting the views of Audit Scotland, are set out in Exhibit 3.

#### Exhibit 3 – Scrutiny Meeting 2 – Audit Scotland - Key Messages

Theme	Detail
Scottish Government Guidance	<p>Observations made by the panel regarding the complexity of government guidance are well made, however, this is often the nature of guidance documents. Unfortunately, community groups often do not have the capacity or time to deal with complex guidance.</p> <p>The Government return could include more information regarding positive outcomes that have not resulted in a full community asset transfer.</p>
Argyll and Bute Council Guidance and Procedures	<p>The BV3 report recognised that there is guidance in place but that it may be over burdensome and could be streamlined.</p> <p>The Council has taken Audit Scotland's comments on board and is engaging with communities to make the whole process more straight forward. The Council aims to simplify the guidelines for community groups by either slimming down the guidance further, changing it or producing something that runs alongside it to make it easier for people to work with.</p> <p>The guidance has to be provided for transparency reasons but this can be off-putting for community groups. Incorporating the guidance into the process and early engagement between the Council and community groups is therefore of utmost importance. This helps to establish what the community group are looking to achieve and then progress the</p>

	<p>requirement in meaningful segments using the officer's technical expertise to support the group through the process.</p>
<p>Feedback from Community Groups used to inform Argyll and Bute Council's Best Value Assurance Report</p>	<p>The BV3 report was cleared with SMT to agree factual accuracy prior to publishing.</p> <p>One of the elements of the BV3 report was to look at how the Council engages with the community, how active it is in promoting community engagement and what the perceptions are from the community in terms of the level of engagement. It was not intended to look specifically at community asset transfers.</p> <p>There was no survey used as part of the BV3 audit, the work involved meeting with a number of community groups or their representatives drawn from across Argyll and Bute area with a mix of island and mainland based groups to gain an understanding of how they perceived community engagement. There is no definitive data available to share with the Council.</p> <p>One of the themes to emerge was that of mixed feelings regarding the Community Asset Transfer process and this was documented in the report as a perception as the asset transfer process had not been audited. The purpose of the report content was to reflect back to the Council for consideration on how to move forward and better understand why the community groups were of this opinion.</p> <p>Audit Scotland acknowledged that there may be an element of bias in the perception depending on the results of applications or enquiries made by the groups that were consulted.</p> <p>As well as the feedback from communities there is corroborative feedback from some of the elected members where they were aware of communities enabled to engage with the Council and take forward community asset transfers.</p> <p>Audit Scotland did not look at the Council's website in any great detail when preparing the BV3 report.</p> <p>The website is due to promote assets for community participation in 2022 on a trial basis as part of the improvement actions.</p> <p>It would be beneficial to request feedback from community groups on how clear and easy it is to access and navigate the website to make it as user-friendly as possible and achieve a positive outcome.</p> <p>It would also be beneficial to indicate that a community asset transfer is not the only option and there are other solutions that may be more appropriate. Some solutions may involve further partnership working between community groups where more than one community group is interested in a property e.g. library within a café.</p>

Other observations/ comments	<p>Audit Scotland acknowledged that not all applications for community asset transfers come to fruition and that was fundamental, demonstrating the complexity of the process and also because community asset transfer is not necessarily the best outcome as a better solution might present itself as noted above in the Scottish Government guidance detail of Exhibit 3.</p> <p>The Council should reflect on the support provided to community groups considering community asset transfer and establish whether they are comfortable with the level provided and whether it is considered to be a partnership approach or client and customer relationship dealt with at arms-length.</p> <p>The Council could benefit from discussing and comparing processes with Glasgow City Council in terms of how they have set up their processes, their arrangements and their team to deal with not just community asset transfers but more about finding the right solution and working with community groups in terms of some of the challenges.</p>
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### 3. Overall Conclusion and Findings

19. Based on the information obtained over the course of the review the Panel has concluded that:

- the Community Asset Transfer process is compliant with statutory requirements
- the process enables opportunity for engagement with community transfer bodies
- the process is supportive to community transfer bodies and communities

20. The review has identified eight findings which have been discussed with management. These, and the management responses, are detailed in Exhibit 4.

#### Exhibit 4 – Findings

No.	Recommendations	Management Response
1	The legislation is still relatively new and processes are evolving. Some variations in processes exist between Councils due to interpretation of the legislation. Information exchange takes place with other Councils for learning and evaluation purposes however Audit Scotland suggests communicating directly with Glasgow City Council to learn from some of the challenges they have overcome.	COSS have established a Quarterly Forum “ <b>RA Quarterly Group</b> ” which representatives of the Asset Transfer Group plan to attend. This will give the opportunity to learn from other councils and discuss how others resolve any issues. Next meeting 7 <sup>th</sup> March 2022.
2	The annual Scottish Government return identifies how many EOIs have been received and how many asset transfers have been received. These statistics show that very few EOIs progress to formal ATR, however this is not necessarily a negative result as positive outcomes are often achieved by other means. There is no	Data is collected on numbers with notes of resolution. Work is ongoing to develop quarterly highlight reports that give further detail of outcomes. The follow up outcomes of assets previously transferred will be added on a periodic basis to the quarterly reporting.

No.	Recommendations	Management Response
	data capture of all outcomes and the degree of resolution achieved, therefore, a method or format should be created to identify the outcomes secured.	
3	An EOI is not a pre-application stage to a formal asset transfer request (ATR), it is an option that groups can choose to explore their idea further without necessarily requiring a formal ATR. Other solutions often present themselves that will address the needs of the group thus negating the need to submit a formal ATR. The information provided on EOI does not make this explicit on the website.	Actions have been taken to clarify the processes and the options available. We have clarified our descriptions of the processes and try to be consistent in our use of language when discussing / describing the processes on offer.
4	Review panels were held for two rejected ATRs, these were conducted as a desk-top exercise with additional information presented to support the appeal. There was no representative from the CTBs present at either review panel. The option of a default presence of CTBs should be investigated.	Currently this is a decision that sits with the Policy and Resources sub group. They decide on the format of the review and can request participation from the group if this was considered to assist with the process.
5	No customer surveys have been undertaken to date, however, feedback is received when attending courses and events and this has been positive. More in-depth feedback from community groups should be considered, it may be useful to approach COSS to obtain advice on how to structure such feedback.	The Communities and Partnership Team (CPT) have been working with COSS to deliver some introductory training courses. The Scottish Government and COSS have been undertaking community consultation. We will review the feedback from this and then consider what further consultation is needed and add this to the CPT training programs.
6	The Council is actively looking at ways to promote asset transfers, toilet facilities in particular with other opportunities to follow as they arise.	This action is being developed and with the approval of the Asset Transfer Group will be implemented in 22/23.
7	<p>The BV3 report recognised that Council guidance is in place but that it may be over burdensome and could be streamlined as community groups often do not have the capacity, time or capability to deal with complex guidance.</p> <p>Audit Scotland did not review the Council's website in any great detail during their review, however, the web pages have been updated as a result of the BV3 report with a focus to simplify the EOI pages, and there has been no feedback to date.</p>	Action noted and will be raised at COSS events along with regular catch up meetings with COSS representatives.

No.	Recommendations	Management Response
	<p>The Council's guidance is based on complex guidance issued by Scottish Government and therefore may deter groups from applying. Council officers should consider raising the issue with the COSS group with a view to submitting a collective request to Scottish Government to review and potentially simplify the guidance.</p>	
8	<p>It would be beneficial to indicate that a community asset transfer is not the only opportunity available to CTBs as there are other solutions that may be more appropriate. Some solutions may involve further partnership working between CTBs where more than one CTB is interested in a property e.g. library within a café. This type of solution should be added to the information available on the Council's website.</p>	<p>This information has been added to the website. We will continue to monitor and look for ways to highlight further opportunities as we develop these resources.</p>

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## Helensburgh and Lomond Workplan 2022 – 23

Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
<b>13<sup>th</sup> September 2022</b>					
13 <sup>th</sup> September 2022	Quarterly Performance Scorecard FQ1 22/23	Jane Fowler/Sonya Thomas Performance and Improvement	Quarterly Report		
13 <sup>th</sup> September 2022	Roads and Infrastructure Services Update	Jim Smith Roads and Infrastructure Services	Quarterly Report		
13 <sup>th</sup> September 2022	Annual Recycling Performance Report	Jim Smith Roads and Infrastructure Services	Annual Report		
13 <sup>th</sup> September 2022	Police Scotland Update	Inspector Roderick MacNeill Police Scotland	Quarterly Report		
13 <sup>th</sup> September 2022	Helensburgh, Cardross and Dumbarton Cyclepath Update	Colin Young Development and Economic Growth	Regular Report		
13 <sup>th</sup> September 2022	Major Projects Update		Bi-Annual Update		
13 <sup>th</sup> September 2022	Referral from Audit and Scrutiny(Community Asset Transfer)	Committee Services	One off report		
<b>13<sup>th</sup> December 2022</b>					

## Helensburgh and Lomond Workplan 2022 – 23

Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
13 <sup>th</sup> December 2022	Hermitage Academy Report	Douglas Morgan Acting Head Teacher	Annual Report		
13 <sup>th</sup> December 2022	Quarterly Performance Scorecard FQ2 21/22	Jane Fowler/Sonya Thomas Performance and Improvement	Quarterly Report		
13 <sup>th</sup> December 2022	HSCP Bi-Annual Update Report	Charlotte Craig/Fiona Davies Argyll and Bute Health and Social Care Partnership	Bi-Annual Report		
13 <sup>th</sup> December 2022	Charities and Trust Funds	Shona Barton Legal and Regulatory Support	Annual Report		
13 <sup>th</sup> December 2022	Roads and Infrastructure Services Update	Jim Smith Roads and Infrastructure Services	Quarterly Report		
13 <sup>th</sup> December 2022	Police Scotland Update	Inspector Roderick MacNeill Police Scotland	Quarterly Report		
13 <sup>th</sup> December 2022	Commercial Services Property Update	David Allan Development and Economic Growth	Quarterly Report		
13 <sup>th</sup> December 2022	Helensburgh Conservation Area Regeneration Scheme (CARS)	Dianne Richardson Development and Economic Growth	Update Report		



## Helensburgh and Lomond Workplan 2022 – 23

Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
13 <sup>th</sup> December 2022	Helensburgh, Cardross and Dumbarton Cyclepath Update	Colin Young Development and Economic Growth	Regular Report		
<b>14<sup>th</sup> March 2023</b>					
14 <sup>th</sup> March 2023	Supporting Communities Fund Applications	Kirsty Moyes/Becky Hothersall Chief Executive	Annual Report		
14 <sup>th</sup> March 2023	Quarterly Performance Scorecard FQ3 22/23	Jane Fowler/Sonya Thomas Performance and Improvement	Quarterly Report		
14 <sup>th</sup> March 2023	Roads and Infrastructure Services Update	Jim Smith Roads and Infrastructure Services	Regular Report		To include Roads Capital Plan, Roads and Amenities Revenue Work Plan (Programmed), Grass Cutting Schedule and Post Winter Update
14 <sup>th</sup> March 2023	Strategic Housing investment plan (SHIP)	Douglas Whyte Development and Economic Growth	Annual Report		

## Helensburgh and Lomond Workplan 2022 – 23

Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
14 <sup>th</sup> March 2023	Police Scotland Update	Inspector Roderick MacNeill Police Scotland	Quarterly Report		
14 <sup>th</sup> March 2023	Commercial Services Property Update	David Allan Development and Economic Growth	Quarterly Report		
14 <sup>th</sup> March 2023	Helensburgh, Cardross and Dumbarton Cyclepath Update	Colin Young Development and Economic Growth	Regular Report		
14 <sup>th</sup> March 2023	Major Projects Update		Bi-Annual Update		
<b>Future Items</b>					
June 2023	Supporting Communities Fund – End of Project Monitoring Report 2021/22	Kirsty Moyes/Rona Gold Chief Executive	Regular Report		
	Hermitage Academy – Curriculum Review	Louise Connor Education	Update on progress		
	Helensburgh Shopfronts	Andrew Collins Development and Economic Growth	Update Report		

## Helensburgh and Lomond Workplan 2022 – 23

Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
	Parking in Helensburgh	Hugh O'Neill Roads and Infrastructure Services			
	Helensburgh Waterfront Development	Andrew Collins/John Gordon Commercial Services	Updates on Progress		
	Helensburgh Conservation Area Regeneration Scheme (CARS)	Dianne Richardson Development and Economic Growth	Updates on Progress		

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**ARGYLL AND BUTE COUNCIL****Helensburgh and Lomond Area  
Committee****DEVELOPMENT AND ECONOMIC  
GROWTH****20 September 2022**

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**Helensburgh, Cardross and Dumbarton Cyclepath Update**

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**1.0 EXECUTIVE SUMMARY**

- 1.1. This report updates Members on the progress made since the previous report to the Helensburgh and Lomond Area Committee on 14 June 2022 in relation to the delivery of a dedicated, high quality walking and cycle route linking Helensburgh, Cardross and Dumbarton.
- 1.2. Officers are working with WSP to agree an updated work plan and programme to progress the design process to the technical design stage. WSP have indicated an estimated timescale of 20 weeks to complete their work once an updated work plan is agreed.
- 1.3. Phase 3, linking Helensburgh Town Centre to the existing section of cyclepath adjacent to Morrison's Supermarket, has received 22/23 funding from the highly competitive Transport Scotland's Places for Everyone Programme challenge fund to undertake community engagement, route identification and concept design (PFE stages 0 – 2).

**RECOMMENDATIONS**

- 1.4. It is recommended that the Helensburgh and Lomond members:
  - 1.4.1. Note the continued efforts of Officers to engage with WSP Design Consultants to confirm the programme to complete the design process for Phases 1 & 2, Helensburgh to Cardross and Cardross to Dumbarton.
  - 1.4.2. Welcome the securing of funding from the highly competitive Places for Everyone Programme for initial design development of Phase 3, Helensburgh Town.
  - 1.4.3. Instruct Officers in future to provide an annual update report on the Helensburgh – Cardross – Dumbarton Cyclepath project in line with the annual nature of the external funding used to develop and deliver this project.

- 1.4.4. Instruct Officers to provide update reports additional to the annual update report to the Committee by exception when a significant development which members should be aware of occurs.

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ARGYLL AND BUTE COUNCIL

Helensburgh and Lomond Area  
Committee

DEVELOPMENT AND ECONOMIC  
GROWTH

20 September 2022

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## Helensburgh, Cardross and Dumbarton Cyclepath Update

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### 2.0 INTRODUCTION

- 2.1. This report updates Members of the progress made since the Helensburgh and Lomond Area Committee on 14 June 2022 in relation to the delivery of a dedicated, high quality walking and cycle route linking Helensburgh, Cardross and Dumbarton.
- 2.2. Full details of the project, including previous progress is available in the project update reports previously presented to this Committee.

### 3.0 RECOMMENDATIONS

- 3.1. It is recommended that the Helensburgh and Lomond members:
- 3.1.1. Note the continued efforts of Officers to engage with WSP Design Consultants to confirm the programme to complete the design process for Phases 1 & 2, Helensburgh to Cardross and Cardross to Dumbarton.
  - 3.1.2. Welcome the securing of funding from the highly competitive Places for Everyone Programme for initial design development of Phase 3, Helensburgh Town.
  - 3.1.3. Instruct Officers in future to provide an annual update report on the Helensburgh – Cardross – Dumbarton Cyclepath project in line with the annual nature of the external funding used to develop and deliver this project.
  - 3.1.4. Instruct Officers to provide update reports additional to the annual update report to the Committee by exception when a significant development which members should be aware of occurs.

### 4.0 DETAIL

#### Finances

- 4.1. **Design (Phase 1 Colgrain to Cardross & Phase 2 Cardross to Dumbarton).** Funding for the design development has been confirmed from the Transport Scotland Places for Everyone programme, administered by Sustrans. The Places for Everyone programme, funded by the Scottish Government/Transport Scotland, is a highly competitive challenge fund which requires projects to

closely comply with the ever evolving design requirements set by Sustrans as administrators of the funding.

- 4.2. **Design (Phase 3 Helensburgh Town).** Funding has been secured from the highly competitive challenge fund Places for Everyone programme, which administered by Sustrans. This funding will be used to engage an external design consultant to lead on community engagement, preferred route identification and concept design. The Places for Everyone programme, funded by the Scottish Government/Transport Scotland, is a highly competitive challenge fund which requires projects to closely comply with the ever evolving design requirements set by Sustrans as administrators of the funding.
- 4.3. **Construction (Cardross Rail Station to Geilston Burn).** Costs for the final works in Cardross Park to complete the section linking Cardross Rail Station to the Geilston Burn have been paid to the Council's Roads and Infrastructure Service. These costs were secured from Strathclyde Partnership for Transport (SPT) Capital Programme and the Scottish Government's Cycling, Walking and Safer Routes fund.
- 4.4. The Council's Active Travel Team (1.3 FTE) is part of the Strategic Transport Team within the Development and Economic Growth Service. No Council funding is currently received by the Active Travel Team. All project costs, including internal staff costs, have to be funded via successfully securing highly competitive external challenge funds.

## Design

- 4.5. Transport Scotland's Places for Everyone funding programme, administered by Sustrans, is structured around 8 project stages with gateways which require approval from the Sustrans Project Board at the end of Stage 2 (Concept Design) and Stage 4 (Technical Design) to progress to the next stage. The project stages are (0) Strategic Definition, (1) Preparation and Brief, (2) Concept Design, (3) Developed Design, (4) Technical Design, (5) Construction, (6) Handover & Close Out and (7) In Use.
- 4.6. **Phase 1 & 2 Developed design** (stage 3) work for the outstanding section of the route linking Colgrain to Geilston Burn, Cardross and Ferry Road, Cardross to Dumbarton has been paused by WSP. Officers are working with WSP to confirm a programme to complete the developed design, including considering the outcomes of the community engagement prior to progressing the necessary design work.
- 4.7. **Phase 1 & 2 Technical Design** (stage 4) engineering investigation and design finalization is planned to be progressed following completion of the develop design stage. Officers are working with WSP to confirm a programme to complete the technical design stage. Once completed, the Developed Design and Technical Design will complete the design stages required prior to land acquisition and construction.



- 4.8. **Phase 1 & 2 Landowner engagement.** As instructed, WSP have sought engagement with all identified landowners affected by the route to gain their input to the design development. Landowner comments have been considered and, where appropriate incorporated, within the developed designs.
- 4.9. **Phase 3 (Helensburgh Town) Concept Design** (stage 0 – 2) will commence on completion of the procurement exercise required to appoint a design consultant. This is for the initial design stages and will include community engagement, identification of a preferred route and concept design. Due to the entire reliance of this project on external funding it has not been possible to commence procurement or work on this important section of the route until a funding decision was received.

#### **Construction (stage 5): Cardross Station to Geilston Burn**

- 4.10. The section of route linking Cardross Station to Cardross Park opened in December 2021 and is already being well used by the community.
- 4.11. Confirmation is awaited from the Council's Roads Operations team as to when the final surfacing, signs and lines for the whole route linking Cardross Station to the Geilston Burn will be completed. This will require to fit within the available delivery capacity and existing workload of the Roads Operations team.

#### **Programme**

- 4.12. **Appendix 1** provides the current programme of the key stages and forecast timescales for each section of the Phase 1: Helensburgh to Cardross section of the Cyclepath; Phase 2: Cardross to Dumbarton; and, Phase 3: Helensburgh: Hermitage Academy to Town Centre.
- 4.13. **Appendix 2** provides an update on commercial discussions with the design contractor and the current position on land negotiations. **[EXEMPT]**

### **5.0 CONCLUSION**

- 5.1. Completion of the Helensburgh, Cardross and Dumbarton Cyclepath will provide a dedicated, high quality, accessible walking and cycle route linking Helensburgh, Cardross and Dumbarton. This route will provide opportunities for all in the Helensburgh – Cardross – Dumbarton corridor to travel more sustainably and actively by walking and cycling. This will provide a safe alternative to having to use a private car to travel between these communities and help lower Argyll and Bute's carbon footprint. Funding for these works has been secured from our key active travel partners with further bids being developed to enable the construction of further sections of the cycleway following detailed design work and as and when land purchases have been concluded.
- 5.2. The delivery of the Helensburgh – Cardross – Dumbarton Cyclepath is dependent on securing highly competitive challenge funding, committing appropriate match funding and securing access to private land for the route.

**6.0 IMPLICATIONS**

**6.1. Policy**

Completion of this project will support the Council's SOA outcomes 2: We have infrastructure that supports sustainable growth and 5: People live active, healthier and independent lives. The project also supports achievement of the Scottish Government's objectives set out in the Cycling Action Plan for Scotland (CAPS) and Let's Get Scotland Walking - The National Walking Strategy.

**6.2. Financial**

The design, construction and land purchase will be funded by external grant funding applications. The Council has not contributed any funding to design or capital costs. There is evidence to indicate that people who are more active, for example by walking or cycling, are less likely to require social care services in later life which could result in a future saving to the Council or HSCP although the value of this would be difficult to quantify.

**6.3. Legal**

Continued input will be required from Legal Services to support contractual agreements and land purchase including a CPO should this be deemed necessary.

**6.4. HR**

None.

**6.5. Fairer Scotland Duty:**

6.5.1 Equalities

Completion of this project will provide opportunities for all in the Helensburgh – Cardross – Dumbarton corridor to travel more sustainably and actively by walking, wheeling and cycling.

6.5.2 Socio-economic Duty

The route has been designed to be DDA compliant and will provide a safe and accessible route for those with mobility aids including wheelchairs and parents/guardians with a child's pram or buggy.

6.5.3 Islands

There are no adverse impacts.

**6.6. Climate Change**

Active Travel is the least carbon intensive mode of travel. Providing the opportunity for residents and visitors to consider an alternative to having to use a private car to travel between these communities will help lower Argyll and Bute's carbon footprint.

**6.7. Risk**

There is a reputational risk to the Council if the project is not completed within a reasonable timeframe.

**6.8. Customer Services**                      None.

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

**Policy Lead:** Cllr Andrew Kain

17 August 2022

**For further information contact:** Colin Young  
Strategic Transportation Delivery Officer  
Colin.Young@argyll-bute.gov.uk  
Tel: 01546 604275

**Appendix 1: Helensburgh, Cardross & Dumbarton Cyclepath Programme**  
**Appendix 2: Update on Land Negotiations for Helensburgh, Cardross and Dumbarton Cyclepath [EXEMPT]**

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**Appendix 1: Helensburgh, Cardross & Dumbarton Cyclepath Programme**

Activity	2019/20				2020/21				2021/22				2022/23				2023/24				2024/25				2025/26				2026/27				2027/28			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
<b>Funding Applications</b>				Green				Green				Green				Green				Green				Green				Green				Green				Green
<b>Phase 1: Helensburgh to Cardross</b>	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green				
<b>Route Design: Helensburgh to Cardross</b>																																				
<b>Land Purchase Negotiations: Helensburgh to Cardross</b>																	Orange	Orange	Orange	Orange	Orange	Orange	Orange	Orange	Orange	Orange	Orange	Orange	Orange	Orange	Orange	Orange				
CPO Process (if required):																	Green	Red	Red	Red	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green				
- Provide CPO recommendation to H&L Area Committee																	Green	Red	Red	Red	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green				
- Develop CPO																	Green	Red	Red	Red	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green				
- Gain Full Council approval for CPO																	Green	Red	Red	Red	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green				
- Advertise CPO																	Green	Red	Red	Red	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green				
- Lodge CPO with Scottish Government																	Green	Red	Red	Red	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green				
- CPO Process																	Green	Red	Red	Red	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green				
<b>Construction: Helensburgh to Cardross</b>																																				
Construction of Helensburgh to Cardross Phase 1 (Cardross Station to Geilston Burn)				Blue		Blue			Blue	Blue	Blue	Blue	Blue	Blue	Blue	Blue																				
Construction of Helensburgh to Cardross Phase 2 (assuming negotiated acquisition)																					Green	Green														
Construction of Helensburgh to Cardross Phase 3 (assuming Compulsory Purchase Order required)																																	Green	Green		
Construction of Helensburgh to Cardross Phase 4 (assuming Compulsory Purchase Order required)																																	Green	Green		
<b>Phase 2: Cardross to Dumbarton</b>					Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green				
<b>Route Design: Cardross to Dumbarton</b>																																				
<b>Land Purchase Negotiations: Cardross to Dumbarton</b>																																				
CPO Process (if required):																					Green	Red	Red	Red	Green	Green	Green	Green	Green	Green	Green	Green				
- Provide CPO recommendation to H&L Area Committee																					Green	Red	Red	Red	Green	Green	Green	Green	Green	Green	Green	Green				
- Develop CPO																					Green	Red	Red	Red	Green	Green	Green	Green	Green	Green	Green	Green				
- Gain Full Council approval for CPO																					Green	Red	Red	Red	Green	Green	Green	Green	Green	Green	Green	Green				
- Advertise CPO																					Green	Red	Red	Red	Green	Green	Green	Green	Green	Green	Green	Green				
- Lodge CPO with Scottish Government																					Green	Red	Red	Red	Green	Green	Green	Green	Green	Green	Green	Green				
- CPO Process																					Green	Red	Red	Red	Green	Green	Green	Green	Green	Green	Green	Green				
<b>Construction: Cardross to Dumbarton</b>																																				
Construction of Cardross to Dumbarton Phase 1 (assuming negotiated acquisition)																									Green	Green										
Construction of Cardross to Dumbarton Phase 2 (assuming negotiated acquisition)																													Green	Green	Green	Green				
Construction of Cardross to Dumbarton Phase 3 (assuming Compulsory Purchase Order required)																																	Green	Green		
Construction of Cardross to Dumbarton Phase 4 (assuming Compulsory Purchase Order required)																																	Green	Green		
<b>Helensburgh: Hermitage Academy to Town Centre</b>									Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green				
Community Consultation & Route Identification									Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green				
Route Design																																				
Land Access Negotiations																																				
Construction of route from Hermitage Academy to Helensburgh Town Centre Phase 1																																	Green	Green		
Construction of route from Hermitage Academy to Helensburgh Town Centre Phase 2																																	Green	Green		

**Colour Key (Responsibilities / Lead):**  
**Green:** Strategic Transportation  
**Blue:** Road Service  
**Orange:** Estates Service  
**Red:** Legal  
**Purple:** External to Council (e.g. Scottish Government)

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