

Public Document Pack

Argyll and Bute Council

Comhairle Earra-Ghàidheal Agus Bhòid

Executive Director: Douglas Hendry



Kilmory, Lochgilphead, PA31 8RT
Tel: 01546 602127 Fax: 01546 604435
DX 599700 LOCHGILPHEAD
29 November 2023

NOTICE OF MEETING

A meeting of the **MID ARGYLL, KINTYRE & THE ISLANDS AREA COMMITTEE** will be held **ON A HYBRID BASIS BY MICROSOFT TEAMS AND IN THE COUNCIL CHAMBER, KILMORY, LOCHGILPHEAD** on **WEDNESDAY, 6 DECEMBER 2023** at **10:30 AM**, which you are requested to attend.

Douglas Hendry
Executive Director

BUSINESS

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST**
3. **MINUTE OF THE MID ARGYLL, KINTYRE AND THE ISLANDS AREA COMMITTEE HELD ON 6 SEPTEMBER 2023** (Pages 3 - 8)
4. **PUBLIC QUESTION TIME**
5. **CHARTS UPDATE** (Pages 9 - 16)
Report by CHARTS Argyll and the Isles
6. **ACHA ANNUAL UPDATE** (Pages 17 - 36)
Report by Chief Executive, ACHA
7. **HEALTH & SOCIAL CARE PARTNERSHIP - PERFORMANCE REPORT - FQ1 (APRIL - JUNE 2023/24)** (Pages 37 - 48)
Report by Senior Manager, Performance and Improvement, Argyll and Bute HSCP
8. **AREA PERFORMANCE REPORT - FQ2 2023/24** (Pages 49 - 88)
Report by Executive Director with responsibility for Customer Support Services
9. **ROADS AND INFRASTRUCTURE SERVICES UPDATE** (Pages 89 - 92)
Report by Executive Director with responsibility for Roads and Infrastructure Services
10. **KILKERRAN CEMETERY UPDATE REPORT** (Pages 93 - 96)
Report by Executive Director with responsibility for Roads and Infrastructure Services

11. TARBERT PLAY PARK UPDATE REPORT (Pages 97 - 100)

Report by Executive Director with responsibility for Roads and Infrastructure Services

12. LOCHGILPHEAD CARS - RECOMMENDATION OF GRANT AWARD (Pages 101 - 108)

Report by Executive Director with responsibility for Development and Economic Growth

13. CHARITABLE TRUSTS, BEQUESTS AND TRUST FUNDS (Pages 109 - 114)

Report by Executive Director with responsibility for Legal and Regulatory Support

14. MID ARGYLL, KINTYRE AND THE ISLANDS AREA COMMITTEE WORKPLAN
(Pages 115 - 120)

REPORTS FOR NOTING

15. APPOINTMENT TO OUTSIDE ORGANISATIONS (Pages 121 - 122)

Report by Executive Director with responsibility for Legal and Regulatory Support

Mid Argyll, Kintyre & the Islands Area Committee

Councillor John Armour

Councillor Garret Corner (Chair)

Councillor Jennifer Kelly

Councillor Dougie McFadzean

Councillor Alastair Redman

Councillor Jan Brown

Councillor Robin Currie (Vice-Chair)

Councillor Tommy MacPherson

Councillor Dougie Philand

Shona Barton, Governance Manager

Contact: Lynsey Innis, Senior Committee Assistant - 01546 604338

**MINUTES of MEETING of MID ARGYLL, KINTYRE & THE ISLANDS AREA COMMITTEE held
ON A HYBRID BASIS BY MICROSOFT TEAMS AND IN THE COUNCIL CHAMBERS,
KILMORY
on WEDNESDAY, 6 SEPTEMBER 2023**

Present: Councillor Robin Currie (Chair)

Councillor John Armour
Councillor Jan Brown
Councillor Tommy MacPherson
Councillor Dougie McFadzean
Councillor Alastair Redman

Attending: Jim Smith, Head of Roads and Infrastructure Services
Shona Barton, Governance Manager
Hugh O'Neill, Networks and Standards Manager
Alan Morrison, Regulatory Services and Building Standards Manager
Tony Casci, Principal Team Lead – Building Standards
Antonia Baird, Community Development Officer
James Lafferty, Lochgilphead CARS Project Officer
Sonya Thomas, OD Project Officer
Lorna Gillies, OD Project Assistant
Susan Macrae, Area Manager, Skills Development Scotland
David Moncrieff, Member of the Public

1. APOLOGIES FOR ABSENCE

The Vice Chair welcomed everyone to the meeting.

Apologies were received on behalf of Councillors Garret Corner and Dougie Philand.

Councillor Currie spoke of the vacancy in the Ward 1 area since the resignation of Councillor Donald Kelly. He took the opportunity to recognise the hard work and commitment of former Councillor Kelly who had been an integral part of the Mid Argyll, Kintyre and the Islands Area Committee as well as the Council for over 20 years and wished him well for the future.

2. DECLARATIONS OF INTEREST

There were no declarations of interest intimated.

3. MINUTE OF THE MID ARGYLL, KINTYRE AND THE ISLANDS AREA COMMITTEE HELD ON 7 JUNE 2023

The Minute of the meeting of the Mid Argyll, Kintyre and the Islands Area Committee, held on 7 June 2023 was approved as a correct record.

4. PUBLIC QUESTION TIME

The Governance Manager advised that the following public questions had been submitted in advance of the meeting:-

Valerie Nimmo

When, and how will the consultations regarding the satisfactory completion of Burnside Square be carried out, as so far, the levels of satisfaction within the town are approaching rock bottom?

The Governance Manager undertook to feed this question back to the Head of Roads and Infrastructure Services and provide the response to Ms Nimmo and the Members by email.

Fiona Macpherson

What lessons will the council be taking on board over Donald Kelly's resignation as these reflect the feelings of much the local community about how A&B Council fulfil their duties of care, including - but by no means limited to -

- (1) meaningful consultations over decisions being made,
- (2) a loss of focus on the responsibility of Council leadership as Public Servants and
- (3) what criteria does the Council use in assessing its performance in these areas.

The Governance Manager undertook to feed this question back to relevant officers and provide the response to Ms MacPherson and Members by email.

Ian Mitchell

What arrangements are in place within Argyll & Bute for members of the public to review consultation responses? I am thinking of the Burnside Square consultation which Jim Smith, Head of Roads, told me yesterday would not be made public as the responses were sent by email, not ordinary mail, and that raised data protection issues.

I would not accept that without further information on the precise legal situation. From whom in the Council can I obtain a definitive statement of the legal position in this regard?

In the past, in the course of my research on other matters, I have used the Scottish Executive library at Broomhouse Drive in Saughton, Edinburgh, where responses to consultations are kept and made available to the public on request. I cannot believe that Argyll & Bute Council does not strive to match the standards of openness and transparency practiced by the Scottish government. Therefore I also ask: with whom in the Argyll & Bute Council structure should I make arrangements to research the responses received by the Council to its consultation on the Burnside Square development?

The Governance Manager agreed to feed these questions back to the appropriate officers and provide the responses received to Mr Mitchell and Members by email.

David Moncrieff (Present)

Why has Argyll and Bute Council Executives lied, thwarted an investigation of a whistle blower of failings of health and safety regulations upheld by the HSE by retaliation and victimisation of the whistle blower and dismissing me to stop the Council's own complaints procedure against Executive Director Douglas Hendry and the Head of Legal and Regulatory Support, David Logan. The advice that they asked for and received from Brodies LLP Solicitors was to sack the whistle blower

and the complaint falls as the complainant is no longer an employee. I have the very documents and emails that show Douglas Hendry advising to dismiss me to save his own skin. Why is that acceptable?

The Governance Manager undertook to feed back the question to the relevant officers.

Mr Moncrieff indicated that he had a second question in relation to Councillor expenses, however having established that the answer to this question had already been provided, the Chair declined to accept this question.

5. SKILLS DEVELOPMENT SCOTLAND

The Committee gave consideration to a report which provided an update on the ongoing works of the Skills Development Scotland (SDS) team. The report included information on the provision of career guidance to young people from S1-S6 at Campbeltown Grammar, Islay High School, Lochgilphead Joint Campus and Tarbert Academy; the school leaver destination follow up; the post school service offer; Partnership Action for Continuing Employment (PACE); the Annual Participation Measure (APM) which reports on the education and employment activity of 16 to 19 year olds in Scotland and local partnership support provided by the SDS teams.

Decision

The Mid Argyll, Kintyre and the Islands Area Committee thanked Ms Macrae for the informative presentation and noted the contents of the report and information provided.

(Reference: Report by Skills Development Scotland, submitted)

6. AREA PERFORMANCE REPORT - FQ1 2023/24

Consideration was given to the Area Performance Report for financial quarter 1 of 2023/24 (April to June 2023) which illustrated the agreed performance measures for the period.

Decision

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

1. noted and considered the performance and supporting commentary as presented;
2. agreed that upon receipt of the Quarterly Performance Report, the Area Committee contact either the Responsible Named Officer or Sonya Thomas with any queries; and
3. noted that work was ongoing and to respond to Sonya Thomas with requests or comments regarding the layout and format of the Performance Report.

(Reference: Report by Executive Director with responsibility for Customer Support Services, dated 6 September 2023, submitted)

7. RECYCLING AND RECOVERY PERFORMANCE

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

Decision

The Mid Argyll, Kintyre and the Islands Area Committee noted and considered the details outlined within the report and the national policy drivers that are likely to impact over the coming years.

(Reference: Report by Executive Director with responsibility for Roads and Infrastructure Services, dated 6 September 2023, submitted)

8. ROADS AND INFRASTRUCTURE SERVICES UPDATE

The Committee gave consideration to a report which provided links to the recent activities of Roads and Infrastructure Services.

Decision

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

(Reference: Report by Executive Director with responsibility for Roads and Infrastructure Services, dated 6 September 2023, submitted)

9. PLAY PARK ENGAGEMENT - UPDATE REPORT

Consideration was given to a report which provided an update on the Play Park engagement responses following the conclusion of the full engagement process in light of the Scottish Government Play Park funding allocation.

Decision

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

1. noted the breakdown of engagement and consultation responses in each area with the majority of responses focussing on new/replacement equipment;
2. agreed that officers make arrangements for a Business Day to discuss how the funding will be spent in Mid Argyll, Kintyre and the Islands; and
3. agreed to progress Tarbert Play Park and supplement the current funding available with £20k from the Scottish Government Play Park Funding allocation.

(Reference: Report by Executive Director with responsibility for Road and Infrastructure Services, submitted)

10. SUPPORTING COMMUNITIES FUND - MONITORING OF PROJECTS FUNDED

The Committee noted that due to the disruption of Covid 19 on the planned funded projects of community groups, the Council had agreed to lengthen the time projects had to be delivered. They gave consideration to a report which provided monitoring information on the funding given to community projects from the Council's Supporting Communities Fund and summarised projects completed within 2019/20, 2020/21 and 2021/22.

Decision

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

1. noted and considered the positive contribution of the Supporting Communities Fund detailed in section 4 and the attached table contained within the report; and
2. noted that a total of £3,425 had been returned, and that £3,425 had been included in the distribution of the Supporting Communities Fund for 2023/24.

(Reference: Report by Executive Director with responsibility for Community Development, dated 6 September 2023, submitted)

11. WHITE HART HOTEL: DANGEROUS BUILDING

Consideration was given to both the report previously presented to the Committee at their meeting on 7 June 2023 and a progress report on the condition of the property, which provided an update on the works being carried out at the former White Hart Hotel in Campbeltown in response to the Dangerous Buildings Notice served by the Council's Building Standards on the property owner on 9 May 2023.

Decision

The Mid Argyll, Kintyre and the Islands Area Committee noted and considered the progress being made to improve the condition of the White Hart Hotel.

(Reference: Reports by Executive Director with responsibility for Development and Economic Growth, dated 7 June 2023 and 6 September 2023 respectively, submitted)

12. LOCHGILPHEAD CARS - RECOMMENDATION OF GRANT AWARD

The Committee gave consideration to a report which sought agreement on a grant award to the owner of 10 Poltalloch Street, Lochgilphead using Lochgilphead Conservation Area Regeneration Scheme (CARS) funding. The report also included an update on the progress of Lochgilphead CARS.

Decision

The Mid Argyll, Kintyre and the Islands Area Committee approved the grant offer up to £49,949.00 to the owner of 10 Poltalloch Street, Lochgilphead.

(Reference: Report by Executive Director of Development and Economic Growth, dated 6 September 2023, submitted)

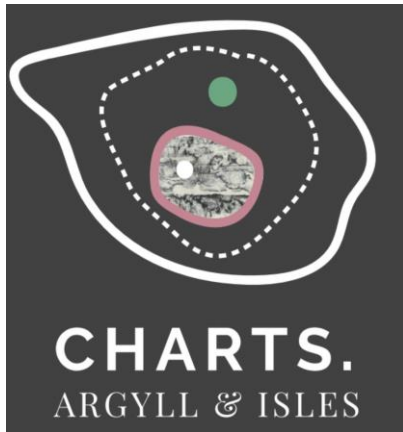
13. MID ARGYLL, KINTYRE AND THE ISLANDS AREA COMMITTEE WORKPLAN

The Committee gave consideration to the Area Committee workplan for future meetings.

Decision

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

(Reference: Area Committee Workplan, dated 6 September 2023, submitted)

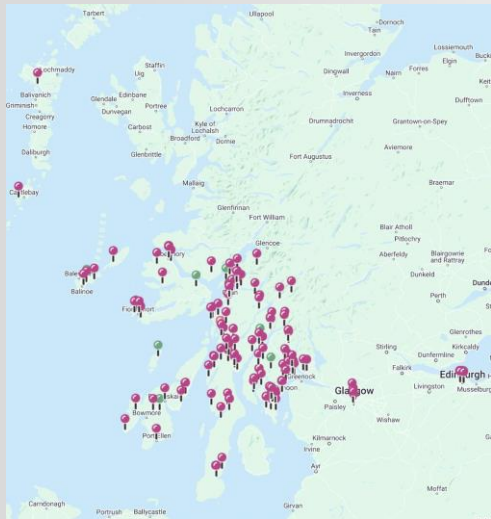


SUMMARY REPORT

CULTURE, HERITAGE AND ARTS ASSEMBLY,
ARGYLL AND ISLES (CHARTS)

MID ARGYLL, KINTYRE AND THE ISLES

- 'To raise our profile as a centre for cultural activity and vibrant and sustainable creative sector'
- Argyll & Bute Council Economic Strategy 2019-2023



CHARTS – PARTNERSHIP WORKING & REGIONAL IMPACT

- We support Argyll and Bute’s culture, heritage and arts sector under 4 strategic areas, Achieve, Connect, Promote, Sustain:

- Key project supporters are the National Lottery Heritage Fund, Creative Scotland, the Art Fund, Bòrd na Gàidhlig, Museums and Galleries Scotland and the Scottish Government (islands)
- National collaborators are the School of Innovation and Technology at the Glasgow School of Art, St Andrews University, University of Glasgow
- Key regional partners include Live Argyll, the Argyll and Bute Tourism Cooperative and the Argyll and Bute Museum and Heritage Forum
- We support 700+ professional members, including individuals, cultural organisations and venues (see map)

CHARTS - LOCAL IMPACT

HIGHLIGHTS MAKI 22/23

Campbeltown Museum – World Earth Day 270 young participants took part in this UK project, including 4 schools in **Campbeltown and Gigha**. Workshops and events focused on climate change using the taxidermy collection to build awareness of environmental change and explored wildlife habitats. This included learning Gaelic names for animals, building on the descriptive nature of the language (2023)

Funder: The Art Fund

Partners: Live Argyll, Argyll and Bute Council

Museums Galleries Scotland, Apprenticeship in Museums and Galleries Studies – Campbeltown resident Khara McPhail, completed a successful qualification managed by CHARTS at Campbeltown Museum in Sept 23, leading to the creation of the role of museum access assistant. This new project role is also supported by Argyll Aspires, CHARTS heritage training project for young people funded by the National Lottery Heritage Fund, to enable peer-learning and additional development opportunities.

Funders: Skills Development Scotland

Partners: Live Argyll, Argyll and Bute Council

Islay Gaelic Centre – Cuairt Chaluum Chille // Touring St Columba, art exhibition and events (Oct 23-Jan 24) Designed to build relationships between Argyll and Ireland, participants include Argyll based and Irish Gaelic speakers, visual artists and performers. The tour includes five venues across Argyll and Bute, ending in the summer of 2024.

Funders: Bòrd na Gàidhlig and Foras na Gaeilge

Colonsay – Under 30s arts activities – Supported by the islands programme to identify interests for development (2023)

Funder: The Scottish Government

Jura – Growing Global Networks – Jura resident and musician Giles Perring, is currently being supported to develop his work and profile in Copenhagen.

Funder: Creative Scotland

Island Survey 2023 – engaged 90 people from 19 islands in Argyll, identifying needs for ongoing support. This was carried out as part of the CHARTS island programme.

The CHARTS islands programme is supported by a dedicated Islands Culture Officer 22/23.

Funder: Scottish Government

Partner: Argyll and Bute Council

Campbeltown Museum

CHARTS is working in partnership with Live Argyll, building awareness of the museum collection. This includes developing educational, community and heritage-career skills building activities and supporting conservation needs (2022-25)



THE WILD ESCAPE





The Argyll Collection

"My plan had two edges: one was purely artistic. But the other was to build up a Scottish confidence, a sense of nationhood, something a civilized person could be proud of."

Naomi Mitchison,
Times Educational Supplement 1966



Jim Tyre, 1960s. Photo Jim courtesy of the Tyre Family



Naomi (Lady) Mitchison, 1897 - 1999. Author
Painted by Clifton Pugh

© Dorian Pugh and Shane Pugh. Photography by Antonia Reeve.

Argyll Aspires presents: D



Above: a selection of images of S2 pupils working towards the exhibition.



Design by Tacit Tacit

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THE ARGYLL COLLECTION, RECONNECTED 23-25

- £50k fundraised from the Art Fund (UK) to review cultural value and build awareness of the Argyll Collection
- Youth training and community activities supported by the National Lottery Heritage Fund and Gannochy Trust
- Condition checking 173 council owned art works in every school and library
- Collaborators, St Andrews University, University of Glasgow
- Partners, Argyll and Bute Council



GAELIC LANGUAGE & CULTURE

HIGHLIGHTS 23/24

- Gaelic Culture Strategy consultation and events inc. Dunoon Burgh Hall, Campbeltown Museum and the Rockfield Centre, Oban.
- Building relationships between Argyll and Ireland – CHARTS commended by Bòrd na Gàidhlig.
- Colmcille/ St Columba Exhibition and Events Tour inc. Campbeltown Museum, Islay Gaelic Centre, Kilmartin Museum, Iona Community Hall, the Rockfield Centre, Oban, and Donegal Museum.
- Dedicated Gaelic Culture Officer, with report inc. to the Gaelic Policy Lead Group, Argyll and Bute Council. Funder Bòrd na Gàidhlig.

CHARTS grows local opportunity, creating work in partnership with others regionally and nationally to support and raise the profile of the cultural sector in Argyll and Bute.

Argyll and Bute Council support @ £75k (22-23), enabled extra CHARTS income generation for direct sector distribution across local areas of £452,438.

Since 2020 CHARTS has fundraised more than £1.35m in total - including and due to annual Council investment (2020-24).

CHARTS role is vital for education, employment, social and economic development. Argyll and Bute Council investment brings significant return.

For further information, contact

Seymour Adams, Vice-Chair, CHARTS Board at,

Seymour@chartsargyllandisles.org

<https://www.chartsargyllandisles.org>

For project details see the CHARTS Annual Review 2022-23

CHARTS is a SCIO registered in Scotland SC049113

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Vision – “Delivering Quality Homes and More Homes
in Great Places to Live and Work.”



Update to Argyll and Bute Council
Mid Argyll, Kintyre & the Islands
Area Committee
Michelle Mundie
Chief Executive
6th December 2023

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Investment programme in 2023/24

All areas	
Element	Projected numbers
Windows and Doors	60
Kitchens and Bathrooms	11
Heating and Rewire	3
Roof and Roughcast	0
Refurbishment	0
Total	74

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Investment Programme

In previous years extensive programmes of investment have been carried out. This has resulted in the programme this year being targeted at any fails which have been identified as part of our stock condition survey.

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Warm Homes Fund

Our Warm Homes Fund Project is continuing to replace inefficient electric heating with Air Source Heat Pump systems at the end of October 2023 we have installed 1289 new systems to homes across Argyll including 491 in Mid Argyll & Kintyre and 231 on Islay & Jura.

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Warm Homes Fund

We have recently completed a project at McCracken Court, Lochgilphead



Measures installed included External Wall Insulation, Solar PV, Air Source Heat Pumps and New Doors and Windows

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Business, Energy, Industrial Strategy (BEIS) Whole House Retrofit Programme

ACHA have won funding through a central government scheme to retrofit energy efficiency measures including external wall, internal wall, under floor insulation, windows, doors and renewable heating systems. There were 67 Mid Argyll, Kintyre & Islay properties that benefited from this project. These improvements could see tenants benefiting from up to a 60% reduction in energy costs.

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Replacement of Wet Electric Heating Systems

The Wet Electric replacement project is removing inefficient systems and replacing with Air Source Heat pump systems. Our contractor, Pro-Cast have carried out pre install surveys and began installing on in early July. To date they have completed 47 installations, nine of these installations have been in Mid Argyll and Kintyre with a further six being replaced on Islay.

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Exemplar Estates

ACHA has committed £300,000 per year through Our “Exemplar Estates” initiative to improve the environment in and around our properties. We have works planned for this year in Mid Argyll; Kintyre and the Islands this year are:

- McCracken Court, Lochgilphead,
- Broomhill, Bowmore; and
- Church Way, Port Ellen

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Exemplar Estates

Church way, Port Ellen (Before)



Vision – “Delivering Quality Homes and More Homes in Great Places to Live and Work.”



Exemplar Estates

Church way, Port Ellen (After)



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Adaptations

Argyll Community Housing Association (ACHA) have been successful in obtaining £450,000.00 in Scottish Government Grant to allow us to progress essential aids and adaptations for our most vulnerable customers across Argyll and Bute.

In Mid Argyll, Kintyre and the Islands we have recently completed 70 adaptations to assist our customers sustain their tenancies and increase their enjoyment of their home. Another 38 adaptations are planned for this year.

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Adaptations



Rhudal Cottages (Before)



Rhudal Cottages (After)

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Refurbishment – Millknowe Terrace, Campbeltown



Vision – “Delivering Quality Homes and More Homes in Great Places to Live and Work.”



Refurbishment – Millknowe Terrace, Campbeltown



Vision – “Delivering Quality Homes and More Homes in Great Places to Live and Work.”



Refurbishment – Millknowe Terrace, Campbeltown



Welfare Rights

ACHA's Welfare Rights service has produced the following results in the period since the 1st April 2023:

Area	Total Income	Number of Clients
Lomond	£ 565,190.68	224
Oban Lorn & the Isles	£ 595,473.65	232
Mid Argyll & Kintyre	£ 540,661.87	228
Cowal & Bute	£ 550,114.60	247
Totals	£2,251,440.80	931

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Other Updates

2023 Scotland Housing Awards 27th October 2023

Argyll Community Housing Association is delighted to announce that their Tenant Scrutiny Group the “Your Voice Group” won the Excellence in Tenant Scrutiny Award and their Warm Homes Team won the Net Zero in Housing award for their Whole House Retrofit Project at the Chartered Institute of Housing’s Scotland Housing Awards 2023.

The Tenant Scrutiny award is for landlords and their tenants who can show excellence in working collaboratively to scrutinise work and embed scrutiny within the culture of the organisation. The Your Voice Group are a Group of tenants from across the Argyll & Bute area who take an in-depth look at ACHA’s housing services, identifying areas where they think things might be improved or changed.

The Net Zero Housing award recognises partnership work with the contractor, Procast, to deliver whole house retrofit upgrades to properties across various locations in Argyll, including the islands of Islay and Tiree. The project forms part of ACHA's long-term journey to net zero and climate change with the residents being at the forefront.

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Other Updates



Pictured From left to right:
Kirsty Wells, Housemark, Paul McLennan, Minister for Housing, Jennie Niven and Jane Lindsay, Your Voice Group Members, Yvonne Angus, ACHA, Callum Chomczuk, CIH Scotland.



Pictured From left to right:
Kirsty Wells, Housemark, Richard Turnock, Chief Executive, Riverclyde Homes, Claire Morrison, ACHA, Lachlan Wood, ACHA, Gina Gordon, ACHA, Callum Chomczuk, CIH Scotland.

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Other Updates

Scottish Energy Efficiency Awards June 2023

Argyll Community Housing Association (ACHA) were nominated for two awards at this year’s Scottish Energy Efficiency Awards and were successful in winning the Regional Large Project of the Year category, along with receiving highly commended in the Regional Landlord/Housing Association of the Year category.

The latest award follows on from previous success in both the Scottish and National awards and recognises the major investment and improvements the association has made over the last number of years.



Photo: Lachlan Wood from Argyll Community Housing Association, (left) with Ashley Brown (centre) from Pas Safe Solutions who sponsored the Regional Large Scale Project of the Year and Kirstie Adams (right) from Pro-Cast, the contractor which nominated ACHA. 19

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Other Updates

- **ACHA’s 10 10 10 initiative;** 11 schools in Argyll and Bute received an award in 2023. Arinagour Primary, Drumlemble Primary, Port Ellen Primary and Tarbert Academy were three of the successful schools.
- **ACHA’s Community Action Fund;** we continue to welcome applications from all areas of Argyll and Bute for funding from the Community Action Fund. 13 registered charities have received an award from the fund of up to £500 so far in 2023/24, including Lochgilphead Phoenix Project, Campbeltown Brass, Community Cycling Ardrishaig, Tarbert Soup Group, Tarbert Youth Group, Sidekick and Islay and Jura Community Enterprises Ltd.



Argyll & Bute Health & Social Care Partnership

Mid Argyll, Kintyre and the Islands Area Committee

Date of Meeting: 6 December 2023

Title of Report: Health & Social Care Partnership- Performance Report- FQ1 (April - June 2023/24)

Presented by: as noted at area committee

The Mid Argyll, Kintyre and the Islands Area Committee is asked to consider the following:

- performance for FQ1 (April - June 2023/24)
- the summary overview of the Heads of Service Performance update
- performance update on the National Health & Wellbeing Outcomes and Ministerial Steering Group Integration Indicators (**Appendix 1**)
- System Pressure Report for August 2023 (**Appendix 2**)
- Delayed Discharge Sitrep for August 2023 (**Appendix 3**)

EXECUTIVE SUMMARY

This report details performance for FQ1 (April – June) 2023/24, the performance outputs are taken from the new Integrated Performance Management Framework (IPMF) reporting Dashboard with the focus on the eight key service areas. This is the first full quarter of validated data for the new framework.

The report details performance against each of the service areas and the 93 supporting Key Performance Indicators. Alongside this is an update from Heads of Service giving a wider context and identifying risks and mitigations. The Head of Service reporting is still under development with reports from Children & Families, Health and Community Care and Primary Care, these were discussed at the August meeting of the Clinical & Care Governance Committee.

National Health & Wellbeing Indicators performance updates have been included referencing previous reporting and in addition there is a performance and trend overview with regards to System Pressures and the National Delayed Discharge Sitrep, detailing benchmarked performance against other partnerships.

The IPMF Dashboard and data for each of the KPI's is accessible via SharePoint and offers users full drill-down capability on all data indicators and associated trends. Performance reporting using the new dashboard and IPMF structure is part of the new performance reporting culture associated with the IPMF.

The collaborative development of the IPMF means that this report marks the start of a new style of performance reporting. It is expected that the new IPMF Dashboard will evolve through the course of this year and the performance team will be providing

support for Heads of Service and Service Leads with regards to understanding and developing their Key Performance Indicators.

The use of the new performance Dashboard within SharePoint is designed to offer a more focussed approach to the access and analysis of data, offering scope for self-service. Reporting and use of the Dashboard for this year 2023/24 has already seen the inclusion of the previous Health & Wellbeing Outcome Indicators and Ministerial Steering Group- Integration performance measures.

This means that previous reported performance is still available but reported within the new digital IPMF framework, the future of these older indicators is under scrutiny as more direct and selective performance reporting is being developed by the Scottish Government, an example of this is seen with daily and weekly Delayed Discharge and Unmet Need.

1. INTRODUCTION

The Integrated Performance Management Framework and associated Performance Dashboard has been collaboratively developed with the Strategic Leadership Team.

The format of the IPMF Performance Dashboard covers all the areas previously reported to both the Clinical & Care Governance Committee and Integration Joint Board but recognises the need to ensure that local performance and improvement activity is reported within the new digital dashboard. This report includes an overview of the previous Health & Wellbeing Outcome Indicators and Ministerial Steering Group-Integration measures.

2. DETAIL OF REPORT

The report details the HSCP performance for Financial Quarter 1 (April - June 2023/24) highlighting key performance trends across the 93 Key Performance Indicators. In addition the report includes performance and risk update from Heads of Service and an update with regards to System Pressures (Appendix 2) and Delayed Discharges (Appendix 3).

3. RELEVANT DATA & INDICATORS

3.1 FQ1 23/24 Performance Summary

ARGYLL & BUTE TOTAL	
ON TRACK	41
OFF TRACK	52
Awaiting Data	0



Performance across the Dashboard Key Performance Indicators (93) notes that 41 of KPI's are scoring against target as on track with 52 scoring off track, the average percentage across all the eight services notes 44% on track. The KPI's report performance against the target and include the target, actual and variance and is a mix of both quantitative and qualitative indicators. The use of the green, amber and red graphics within the Dashboard is used to give an overview of the total performance for

each of the eight services and 93 KPI's. The use of only green and red for the KPI's is used to focus delivery with regards to sustaining performance on or above target.

3.2 Analysis of Key Performance

This analysis identifies performance across the 8 service reporting categories within the Integrated Performance Management Framework (IPMF) dashboard as noted below.

Children & Families

Performance on or above target:

- Increasing the number of care experienced children placed at home or in Kinship or Fostering Care is on track, noting 11% above target performance.

Targeted areas for Improvement:

- Performance with regards to the number of children seen within 18 weeks for Child & Adolescent Mental Health Services remains off track, with FQ1 noting 62% against a 90% target.
- Performance around reducing numbers of care experience children looked after away from home has declined due to noted 9% increase this quarter.

Telecare and Digital

Performance on or above target:

- New referrals to Telecare services noted a quarterly increase for the 4th consecutive quarter, with the average number of referrals at (185) per quarter.
- In addition there has also been an increase in the number of Telecare Users with a digital device, meeting the 11.5% target.
- Performance with regards to the 20 days target response for Freedom of Information Requests notes a 100% for FQ1.

Targeted areas for Improvement:

- Q1 noted a slight reduction to 861 (10%) in patients seen by 'Near Me' clinics.

Public Health and Primary Care

Performance on or above target:

- The enrolment of 100% of nurseries in the ChildSmile Daily Tooth-brushing programme notes an sustained increase against target
- With regards to the number of people attending training in Money Counts, Behaviour Matters, performance notes a 34% increase against target for FQ1 2023/24

Targeted areas for Improvement:

- The qualitative KPI on establishing Community Link Workers within Primary Care settings within areas with the highest level of deprivation in A&B remains slightly off track (60%) below the target milestone.
- Performance with regards to increasing the monthly smoking quit dates set for the most deprived areas in A&B notes performance below target.

Hospital Care & Delayed Discharge

Performance on or above target:

- Occupied bed days for people delayed as a result of Adults with Incapacity (AWI) legislation notes on-track performance in Q1 with this measure shown 10% under target levels.
- Reported occupied bed days for people awaiting a care home placement notes a (26%) reduction in trend across the quarters, suggesting less people in hospital and less bed occupation.

Targeted areas for Improvement:

- The overall number of people delayed in hospital Q1 performance notes a slight reduction (15%) compared to previous quarter.
- Unplanned admissions to hospital for 65+ remains slightly over target (3%). Consistently high levels across this measure in the spring/summer period are of concern, as this may be early indication of systems pressures in the coming winter periods.
- Reducing total New Out Patient Waiting Times breaches at 12 weeks notes increase in numbers above target, with Q1 54% above target and peaking at 907 as at Jun 2023.
- Reducing total New Outpatient Waits Long Waits >52 weeks has also noted an increase against target, with low numbers low across recent quarters.

Finance

Performance on or above target:

- A reduction in the hours of assessed unmet care at home resulted in a slight reduction on previous quarter performance for second consecutive quarter. On average the cost for this quarter is £8961, a 29% reduction on previous quarter average.

Targeted areas for Improvement:

- With regards to reducing the indicative cost associated with delayed discharge stay in hospital, Q1 data notes a reduction (14%) which represents the measure is 4.7% off target.

Carers & Allied Health Professionals (AHP's)

Performance on or above target:

- Number of Community Patient Discharges reporting on track performance with targets met consistently across previous 3 quarters. Q1 notes performance 30% above target. This measure indicates outcomes and patient flow to free up capacity to meet new patient referral demands.

Targeted areas for Improvement:

- Increasing support to Unpaid Carers across the Carers Centres notes reduced performance with 1701 actively supported 12.3% below target and a 28% reduction from peak noted in the previous quarter. This performance has been affected directly by changes made to how the data is collected to allow focussed recording of Carers 'actively supported', as opposed to the previous count methodology of 'registered carers', and is in response to deriving data more aligned to the Scottish Government National Carers Census. This change was effective covering the

Financial Quarter 1 23/24 period and the monthly submissions across April – Jun 23. To date, 3 of the 5 Carers centres have been able to revise their data submission and report on ‘actively supported’ carers in the period. However 2 of the 5 Carer’s Centres have been unable to do this and continue to report ‘registered carers’. Work is ongoing with these Carers Centres to ensure that they are able to submit the refined data for the next FQ2 data submission.

- With regards to AHP services, the data for FQ1 notes a consistent increase in the number of new outpatient breaching at 12 weeks, with this measure reporting 39% off target.

Care at Home and Care Home

Performance on or above target:

- With regards to reducing unplanned admission to hospital from a Care Home, performance against target notes a 40% reduction

Targeted areas for Improvement:

- Percentage of Older People receiving >15 hours Care at Home per week (2%), and also increasing the Percentage of Older People receiving nursing care home service (9%), indicating performance against these measures is close to meeting the set targets.
- Increasing the Percentage Priority Referrals completed in time (6%) and Increasing Older People with Care at Home assessed at 6 week point (31%) performance around both measures is expected to improve with the recent migration to Eclipse Care Management System

Learning Disability & Mental Health

Performance on or above target:

- The percentage of adults supported and in receipt of Option 1 Self Directed Support, notes sustained improvement across recent quarters.
- Adult Support and Protection Investigations completed within 15 working days notes an ongoing and sustained improving trend across recent quarters, with Q1 (5%) above target.
- The KPI on Reduce number of MHO Detentions has seen a 48% fall in numbers compared to previous quarter and is meeting the Q1 target.
- With regards to reducing the numbers of people waiting for psychological services more than 18 weeks, Q1 notes a slight increase from the previous quarter, but remains on track at 12.5% below the performance target.
- All 6 Alcohol & Drug Partnership Medication Assisted Treatment standards pilot milestone measures are reported as on track.

Targeted areas for Improvement:

- Adults with Learning Disabilities 6 monthly reviews- remains off track however there is a notable increase of 34% on previous quarter’s performance.

3.3 Head of Service Update Report

The summary below identifies a snapshot of commentary given by Heads of Service with regards to Children & Families, Health & Community Care and Primary Care. Full reports were presented and discussed at the Clinical & Care Governance Committee on 3rd August 2023. Following agreement these reports will be expanded to include all areas of service going forward.

Children & Families

- We are striving to mitigate risks by implementing a learning and development framework for all social work staff. Recent discussion with Social Work Team Managers has been around developed a standard curriculum of learning to include a theory base consisting of Resilience, Attachment, Trauma Awareness and Solution Focus. Technical skills such as the compilation of chronologies would be included
- In common with other social work specialisms we are considering the developmental journey or golden thread from unqualified to newly qualified to enhanced qualifications to management & leadership training and finally onto the Chief Social Work Officers award. Offering a sense of career progression and a commitment to development at all levels
- We have increased the size of the Fostering & Adoption team within the last year to allow it to become involved in the recruitment and assessment of kinship carers. This not only fits within the ethos of 'The Promise' but could offer a solution to pressures elsewhere in the system
- The Child Protection Advisor has had a positive impact on supporting teams and providing CP supervision - risk has been removed from risk register. However, she is covering a large geographical area risking work being reactive rather than proactive.
- There has been ongoing discussion regarding neurodevelopment diagnostic pathway within CAMHS and associated interface with colleagues in paediatrics. We are developing an integrated multi-agency model.

Health & Community Care

- Workforce challenges remain the highest level of risk, currently and in the future. There are specific gaps within professions, services and within localities. There are a range of groups and functions to address these challenges.
- The National Care Home Contract (NCHC) was agreed across Scotland in June 2023, bringing some national stability to the sector
- Care at Home unmet need is monitored and escalated weekly. The care at home contract tender contract is being developed.

Primary Care

- Work ongoing around procedures to ensure a good standard of locums. Work ongoing around Terms & Conditions/pay of staff transferred by TUPE over to Board employment
- Work ongoing to maximise available standards and improved quality through standardisation of processes across the department. Previously managed as ten

discrete sites. There is a focus on Standard Operating Procedures, encouraging staff engagement and definition of roles and responsibilities within the department.

- A&B group now convened to have oversight of issues relating to Out of Hours.
- Vaccine delivery near or over Scottish average for Spring/Summer campaign. The transfer of vaccination responsibility is now complete.

4. NATIONAL HEALTH & WELLBEING OUTCOMES (HWBOI) and MINISTERIAL STEERING GROUP (MSG) INTEGRATION INDICATORS

The National Health and Wellbeing Outcomes provide a strategic framework for the planning and delivery of health and social care services. This suite of outcomes serve to focus on improving the experiences and quality of services for people using those services, carers and their families. These indicators form the basis of the annual reporting requirement for Health and Social Care Partnerships across Scotland.

The national indicators will be updated and reported within A&B HSCP's Integrated Performance Management Framework to provide the national performance position alongside the local service Key Performance Indicators suite.

The latest data in relation to 26 HWBOI and MSG Indicators reports 46% on track, with 12 on track and 14 off track. An overview of A&B HSCP's latest performance against the 26 measures is reported in Appendix 1. It should be noted that reporting periods vary across the suite of national indicator measures, with some measures reported quarterly affected by national reporting data lag.

5. CONTRIBUTION TO STRATEGIC PRIORITIES

The monitoring and reporting against Key Performance Indicators using the Integrated Performance Management Framework and Dashboard ensures the HSCP is able to deliver against key strategic priorities. This in turn is aligned with the Strategic Plan and key objectives.

6. GOVERNANCE IMPLICATIONS

6.1 Financial Impact

Financial performance is evidenced within the IPMF Dashboard ensuring best value as well as evidencing the impact and performance against organisational budget savings.

6.2 Staff Governance

Key performance indicators within the IPMF ensure that staff governance requirements continue to be progressed and developed include health and safety, wellbeing and new service redesign and working practices.

6.3 Care and Clinical Governance

Clinical Governance and patient safety remains at the core of prioritised service delivery against the new IPMF Dashboard and National Health & Wellbeing Outcomes Indicators. The new governance structure supporting the IPMF ensures that the Clinical & Care Governance Committee remain central to performance improvement.

7. PROFESSIONAL ADVISORY

Data used within the performance dashboard is fully accessible in SharePoint with data trends and forecasting are identified to give wider strategic context. This provides the HSCP professional advisors with self –service performance information to inform their role in maintaining professional standards and outcomes.

8. EQUALITY & DIVERSITY IMPLICATIONS

The Integrated Performance Management Framework captures relevant indicators used to inform the HSCP E&D work.

9. GENERAL DATA PROTECTION PRINCIPLES COMPLIANCE

Data use and sharing within this report and IPMF performance dashboard is covered within the Argyll and Bute Council & NHS Highland Data Sharing Agreement

10. RISK ASSESSMENT

Risks and mitigations associated with performance data sources and reporting are managed and identified within the monthly Performance & Improvement Team- Work Plan. Performance reports are used by operational management to identify service delivery risk and to inform mitigation action accordingly.

11. PUBLIC & USER INVOLVEMENT & ENGAGEMENT

Performance reporting is available for the public is via Argyll and Bute Council and NHS Highland websites. The IPMF dashboard utilises SharePoint to support manager and staff access across the HSCP.

12. CONCLUSION

The Area Committee is asked to note Quarter 1 2023/24 performance as detailed as the first validated dataset of the new Integrated Performance Management Framework Dashboard.

13. DIRECTIONS

Directions required to Council, NHS Board or both.	Directions to:	tick
	No Directions required	x
	Argyll & Bute Council	
	NHS Highland Health Board	
	Argyll & Bute Council and NHS Highland Health Board	

REPORT AUTHOR AND CONTACT

Author Name: Douglas Hunter- Senior Manager Performance & Improvement

Email: douglas.hunter@argyll-bute.gov.uk

Appendix 1 – HWBOI & MSG Integration Indicators – Latest Available (as at 30 Jun 2023)

National Indicator No.	Measure Type	No	Measure Detail	Target	Actual	Status
1	HWBOI Outcomes	1	% of adults able to look after their health very well or quite well	90.9%	90.8%	R
2	HWBOI Outcomes	2	% of adults supported at home who agree they are supported to live as independently	78.8%	75.0%	R
3	HWBOI Outcomes	3	% of adults supported at home who agree they had a say in how their support was provided	70.6%	66.9%	R
4	HWBOI Outcomes	4	% of adults supported at home who agree that their health & care services seemed to be well co-ordinated	66.4%	66.0%	R
5	HWBOI Outcomes	5	% of adults receiving any care or support who rate it as excellent or good	75.3%	68.6%	R
6	HWBOI Outcomes	6	% of people with positive experience of their GP practice	66.5%	77.6%	G
7	HWBOI Outcomes	7	% of adults supported at home who agree their support had impact improving/maintaining quality of life	78.1%	76.7%	R
8	HWBOI Outcomes	8	% of carers who feel supported to continue in their caring role	29.7%	38.0%	G
9	HWBOI Outcomes	9	% of adults supported at home who agree they felt safe	79.7%	76.4%	R
National Indicator No.	Measure Type	No	Measure Detail	Target	Actual	Status
11	HWBOI Data	1	Rate of premature mortality per 100,000 population	466	386	G
12	HWBOI Data	2	Rate of emergency admissions per 100,000 population for adults	11629	11916	R
13	HWBOI Data	3	Emergency Admissions bed day rate	112637	112371	G
14	HWBOI Data	4	Readmission to hospital within 28 days per 1,000 admissions	107	91	G
15	HWBOI Data	5	Proportion of last 6 months of life spent at home or in a community setting	89.8%	92.6%	G

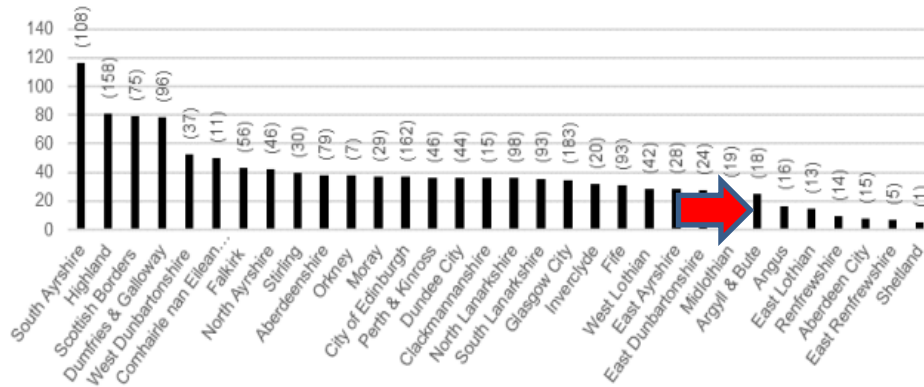
16	HWBOI Data	6	Falls rate per 1,000 population aged 65+	22.6	30	R
17	HWBOI Data	7	% of SW care services graded 'good' '4' or better in Care Inspectorate inspections	75.8%	80.0%	G
18	HWBOI Data	8	% of adults with intensive needs receiving care at home	64.6%	72.2%	G
19	HWBOI Data	9	No of days people [75+] spent in hospital when ready to be discharged, per 1,000 population	748	764	R
National Indicator No.	Measure Type	No	Measure Detail	Target	Actual	Status
19	MSG	1.1	Number of emergency admissions - A&B	8505	8386	G
20	MSG	2.1	Number of unplanned bed days acute specialties - A&B	63655	70189	R
21	MSG	2.2	Number of unplanned bed days MH specialties - A&B	12475	9344	G
22	MSG	3.1	Number of A&E attendances - A&B	16120	20285	R
23	MSG	3.2	% A&E attendances seen within 4 hours - A&B	95.0%	83.3%	R
24	MSG	4.1	Number of DD bed days occupied - A&B	7528	11098	R
25	MSG	5.1	% of last six months of life by setting community & hospital - A&B	89.8%	90.8%	G
26	MSG	6.1	% of 65+ population at Home (unsupported) - A&B	92.3%	92.6%	G

Appendix 2- System Pressures Reporting- July 2023

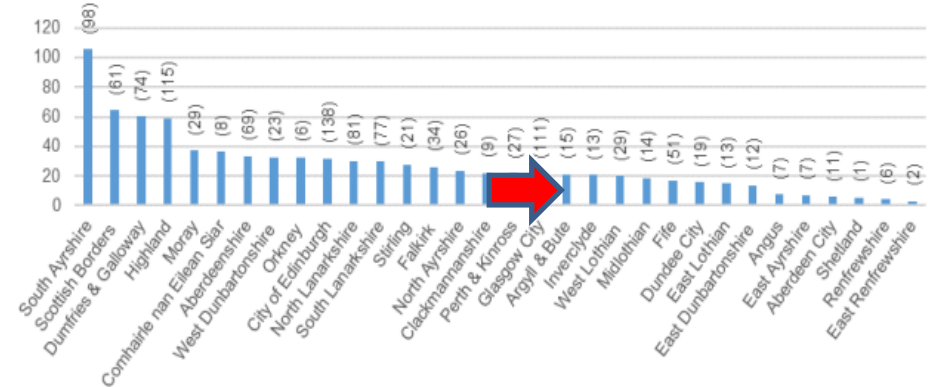
Argyll and Bute SYSTEMS PRESSURES REPORT – Jul 2023 Update										
Key Metric	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul 23	Latest @7/8	Trend	Analysis
Overall Emergency Admissions to A&E (LIH)	645	595	721	718	750	846	821	254	↓	LIH: A&E New and Unplanned during the month. Latest as at 10 August 2023
Hospital Stays – bed occupancy	87	99	111	99	106	86	112		↑	As at month snapshot
Hospital Stays – bed occupancy %	68%	75%	83%	75%	80.9%	67.7%	84%			
DWD – Inpatients with Planned Date of Discharge (PDD) Breaches	68.5%	52.8%	76.9%	72.9%	64.6%	70.0%	65.3%		↓	A&B NHS Highland data A&B GGC data may be available due to new submission process Jul 23 Last week of month
Number of Inpatients with PDD recorded	108	125	130	129	127	90	124			
DWD - Inpatients Discharged without Delay	93	88	106	83	89	75	91		↑	A&B NHS Highland data A&B GGC data may be available due to new submission process Jul 23. Last week of month
DWD- Inpatients discharged from Delay	8	9	4	5	8	5	5			
DWD – Inpatients added to Delays	7	5	5	4	8	1	2			
Delayed Discharges – Total Delays	47	36	27	29	39	35	40	36	↑	As at monthly Census Point – Latest as at weekly Census Point 10 Aug 2023.
Delayed Discharge – Total Bed Days Lost	1663	1613	1074	956	1340	1560	1966	2119		
Care Home – Bed Occupancy	81%	82%	83%	82%	81%	81%	81%	81%	←	% occupancy static, impacted more when vacant CH beds unavailable
Care Home Bed Vacancies Available	33	31	20	24	34	39	29	29		
Unmet Need – People Assessed and Waiting	70	63	45	42	43	49	53	55	↓	Stabilising as per normal seasonal profile, but unmet hours <u>avg</u> 16% down on 2022
Unmet Need – hours of care	716	639	507	370	344	338	460	420		

Delayed Discharge SitRep – Local Authority Comparisons – 26 June 2023

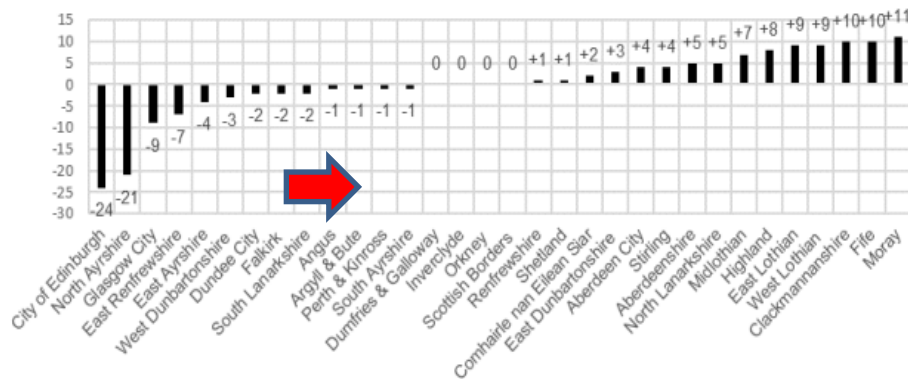
Total Delays by Local Authority, Rate per 100,000 18+ population,
(Number of delays shown in brackets)



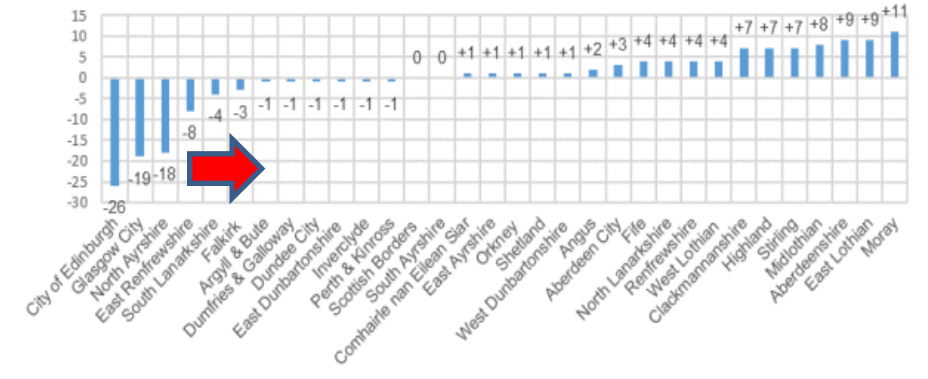
Standard Delays by Local Authority, Rate per 100,000 18+ population,
(Number of delays shown in brackets)



Change in total delays over last four weeks
Scotland changed from 1,670 to 1,681 over this period



Change in standard delays over last four weeks
Scotland changed from 1,207 to 1,207 over this period



4 week period runs from 29 May to 26 June 2023

ARGYLL AND BUTE COUNCIL**MID-ARGYLL, KINTYRE AND
THE ISLANDS AREA
COMMITTEE****CUSTOMER SUPPORT SERVICES****6 DECEMBER 2023**

AREA PERFORMANCE REPORT – FQ2 2023/24

1.0 BACKGROUND

- 1.1 This paper presents the Area Performance Report for Financial Quarter 2 2023/24 (July to September 2023) and illustrates the agreed performance measures.
- 1.2 The features of the Performance Report are as follows:-
- 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 four 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.
 - Where appropriate a Performance Trend Line has been added.
 - The name of the Responsible Officer.
 - Where possible performance is presented at both Area and Council level.
- 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.
- 1.5 As part of our improvements to performance reporting and making best use of the digital technology available to us, officers have developed new, online scorecards for members to view performance data. These were well received by members at a recent seminar and will be made available, as requested, for the December Area Committees, with training provided in advance.

2.0 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.

3.0 IMPLICATIONS

3.1	Policy	All of the indicators in this report are based on agreed Council policy.
3.2	Financial	All indicators with financial implications are actively managed through agreed budget monitoring processes.
3.3	Legal	All appropriate legal implications are complied with.
3.4	HR	All HR implications are actively managed through agreed Wellbeing and Management monitoring processes.
3.5	Fairer Scotland Duty	See below.
3.5.1	Equalities	All activities comply with Equal Opportunities/Fairer Scotland Duty policies and obligations.
3.5.2	Socio-economic Duty	All activities comply with the council's socio-economic duty.
3.5.3	Islands Duty	All activities comply with the council's islands duty.
3.6	Climate Change	The Council is committed to working towards net zero.
3.7	Risk	Without this information Elected Members are less informed of activities within their area.
3.8	Customer Service	All activities with customer feedback or insight are rigorously monitored for improvement.

Kirsty Flanagan, Executive Director with responsibility for Customer Support Services

**Jane Fowler
Head of Customer Support Services
1 November 2023**

For further information, please contact:
Sonya Thomas

Organisation Development Project Officer - Customer Support Services
01546 604454

Appendix 1: FQ2 2023/24 MAKI Performance Report

Mid Argyll, Kintyre and Islay

FQ2 2023/24 Overall Performance Summary

The information presented is a summary of the agreed measures.

Unless stated otherwise, performance is presented at both Area and Council-wide levels.

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.

Where appropriate a Trend Line has been added to illustrate movement in 'Actual' over the reporting period.

Performance Reporting

- Performance Reporting 1
- All Areas **Error! Bookmark not defined.**
- Corporate Outcome No.1 – People live active, healthier and independent lives 5
 - COI – Maximise distribution of Scottish Welfare Fund 5
- Corporate Outcome No.1 – People live active, healthier and independent lives 6
 - COI – Percentage of clients satisfied that they are better able to deal with their financial problems following our support and intervention 6
- Corporate Outcome No.2 – People live in safer and stronger communities 7
 - Number of parking penalty notices issued – Mid Argyll, Kintyre and Islay 7
 - Number of parking penalty notices issued – Argyll and Bute 7
- Corporate Outcome No.2 – People live in safer and stronger communities 8
 - Car parking income to date – Mid Argyll, Kintyre and Islay 8
 - Car parking income to date – Argyll and Bute 9
- Corporate Outcome No.2 – People live in safer and stronger communities 11
 - Dog fouling – total number of complaints – Mid Argyll, Kintyre and Islay 11
 - Dog fouling – total number of complaints – Argyll and Bute 11
- Corporate Outcome No.3 – Children and young people have the best possible start 12
 - COI – Increase the percentage of our care experienced young people that have the recommended additional tracking and monitoring plans in place 12
- Corporate Outcome No.3 – Children and young people have the best possible start 13
 - COI – Provide quality meals with cost margins to all pupils 13
- Corporate Outcome No.4 – Education, skills and training maximises opportunities for all 14
 - Maximise the percentage of 16-19 years olds participating in education, training or employment – Mid Argyll, Kintyre and Islay 14
 - Maintain the percentage of 16-19 years olds in Argyll and Bute participating in education, training or employment services – Argyll and Bute 14
- Corporate Outcome No.5 – Our economy is diverse and thriving 16
 - Number of affordable social sector new builds completed per annum – Mid Argyll, Kintyre and Islay 16

Number of affordable social sector new builds completed per annum – Argyll and Bute 16

Corporate Outcome No.5 – Our economy is diverse and thriving 18

 Percentage of pre-planning application enquiries processed within 20 working days – Mid Argyll, Kintyre and Islay 18

 Percentage of pre-planning application enquiries processed within 20 working days – Argyll and Bute 18

Corporate Outcome No.5 – Our economy is diverse and thriving 20

 Householder planning applications – average number of weeks to determine – Mid Argyll, Kintyre and Islay 20

 Householder planning applications – average number of weeks to determine – Argyll and Bute 20

Corporate Outcome No.5 – Our economy is diverse and thriving 22

 COI – Number of new homeless applicants who required temporary accommodation this period 22

Corporate Outcome No.5 – Our economy is diverse and thriving 23

 COI – Maintain the percentage of local suppliers that benefit from the awards of contracts via the procurement portal 23

Corporate Outcome No.5 – Our economy is diverse and thriving 24

 COI – Increase the number of community benefits that are delivered through contracts we award locally 24

Corporate Outcome No.6 – We have infrastructure that supports sustainable growth 25

 Street lighting – percentage of faults repaired within 10 days – Mid Argyll, Kintyre and Islay 25

 The percentage of street lighting faults are completed within 10 working days – Argyll and Bute 25

Corporate Outcome No.6 – We have infrastructure that supports sustainable growth 27

 Total number of complaints regarding waste collection – Mid Argyll, Kintyre and Islay 27

 Total number of complaints regarding waste collection – Argyll and Bute 27

Corporate Outcome No.6 – We have infrastructure that supports sustainable growth 28

 COI – Percentage of waste recycled, composted and recovered 28

 Renewi (formerly Shanks) – Percentage of waste recycled, composted and recovered 28

 Islands – Percentage of waste recycled, composted and recovered 29

 H&L – Percentage of waste recycled, composted and recovered 29

Corporate Outcome No.6 – We have infrastructure that supports sustainable growth 31

COI – The number of tonnes of waste sent to landfill..... 31

Corporate Outcome No.6 – We have infrastructure that supports sustainable growth 32

LEAMS (Local Environment Audit and Management System) – Mid Argyll 32

LEAMS (Local Environment Audit and Management System) – Kintyre..... 32

LEAMS (Local Environment Audit and Management System) – Islay 33

LEAMS (Local Environment Audit and Management System) – Argyll and Bute 33

Making It Happen 34

Teacher sickness absence – Mid Argyll, Kintyre and Islay 34

Teacher sickness absence – Argyll and Bute 34

Making It Happen 35

LGE staff (non-teacher) sickness absence – Mid Argyll, Kintyre and Islay 35

LGE staff (non-teacher) sickness absence – Argyll and Bute 35

Making It Happen 36

COI – Increase the percentage of all self-service automated contacts..... 36

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

COI – Maximise distribution of Scottish Welfare Fund

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

Reporting Period	Target	Actual	Status
FQ2 2022/23	95.3%	115.1%	Green
FQ3 2022/23	95.3%	129.2%	Green
FQ4 2022/23	95.3%	144.0%	Green
FQ1 2023/24	95.3%	112.9%	Green
FQ2 2023/24	95.3%	134.3%	Green

Performance in FQ2 has exceeded the target and actual has increased since the last reporting period.

FQ2 Comment

From 1st April 2023 to 30th September 2023 our Scottish Welfare Fund (SWF) spend is £307,746 which is an overspend of £78,606 on our profiled amount. Applications are slightly less than the same period last year however spend has increased by 15%. This is attributed to expenditure on Crisis Grants which is based on benefit income rates. These were uprated by 10.1% in April 2023, so the amount paid out in crisis grant support has increased. The service is currently forecasting an overspend of £200k for the year.

Responsible person: Fergus Walker

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

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

Reporting Period	Target	Actual	Status
FQ2 2022/23	100%	100%	Green
FQ3 2022/23	100%	100%	Green
FQ4 2022/23	100%	95%	Red
FQ1 2023/24	100%	100%	Green
FQ2 2023/24	100%	100%	Green

This indicator for FQ2 has met the target with no change in performance since the last reporting period.

FQ2 Comment

This is a voluntary survey with no obligation for clients to respond either in full or in part. It is also common for incomplete returns to be received. In FQ2 2023/24, 19 survey forms were distributed to clients. 14 were returned. Of these 14 returns, 11 responded to the question relating to being better able to deal with their financial problems. Of these 11 responses, all 11 responded positively, whilst 0 responded negatively. Accordingly, 100% of clients that responded were positive about their experience i.e. no negative comments or responses were received.

Responsible person: Lee Roberts

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

Number of parking penalty notices issued – Mid Argyll, Kintyre and Islay

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	No target	64	No target	
FQ3 2022/23	No target	8	No target	
FQ4 2022/23	No target	36	No target	
FQ1 2023/24	No target	51	No target	
FQ2 2023/24	No target	36	No target	

The indicator for FQ2 shows the number of parking penalty notices has decreased since the last reporting period.

FQ2 Comment

MAKI Warden based at Jackson Quarry, Oban and means a large area to travel before covering MAKI – as in place for a number of years and also assists with recovery and bagging of cash around the A&B area. New machines being installed requiring Warden assistance.

Responsible person: Hugh O'Neill

Number of parking penalty notices issued – Argyll and Bute

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	No target	2,124	No target	
FQ3 2022/23	No target	1,343	No target	
FQ4 2022/23	No target	1,332	No target	
FQ1 2023/24	No target	1,816	No target	
FQ2 2023/24	No target	1,172	No target	

This indicator for FQ2 shows the number of parking penalty notices has decreased significantly since the last reporting period.

FQ2 Comment

OLI requiring assistance from other areas for cash collection. Lining and signage issues continue to hamper enforcement duties. Wardens have been assisting in installing new PAYD machines throughout season – Bute, MAKI and OLI.

Responsible person: Hugh O'Neill

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

Car parking income to date – Mid Argyll, Kintyre and Islay

Performance is presented cumulatively for both Area and Council-wide levels. For individual car parks, the income is presented on a quarterly basis.

Reporting Period	Target (Cumulative)	Actual (Cumulative)	Status
FQ2 2022/23	£40,065	£39,813	Red
FQ3 2022/23	£52,075	£61,366	Green
FQ4 2022/23	£63,673	£66,911	Green
FQ1 2023/24	£16,315	£19,706	Green
FQ2 2023/24	£40,722	£38,087	Red

This indicator for FQ2 shows the cumulative amount of income collected is lower than the cumulative target. There is no performance trend as this data is cumulative.

FQ2 Comment

The purpose for car parking charging is to effectively manage vehicular traffic in and around our town and is not about Income Generation. Our current predicted outcome is based on data over several years which has now been skewed by Covid. Our vehicle count for the whole of ABC is approx. 10% less than pre-Covid which will also impact on the potential income. However, other factors such as the weather and cost of living crisis will also have an impact as well as fuel prices. When there are any known reasons that could affect potential income, these will be noted in advance to the Committee.

Going forward the Committee are asked to note the following factors that will affect car parking income in the MAKI area:

- No issues.

Responsible person: Hugh O'Neill

Actual quarterly income collected in Mid Argyll, Kintyre and Islay during FQ1 and FQ2.

Car Park Location	FQ1 Actual	FQ2 Actual
Fisher Row, Inveraray	£1,826	£2,701
The Avenue, Inveraray	£3,515	£6,675
Front Street and Toilets, Inveraray	£13,087	£9,198
Lorne Street, Lochgilphead	£1,162	-£193
MAKI (parking permits)	£116	£0
Total	£19,706	£18,381

Car parking income to date – Argyll and Bute

Performance is presented cumulatively for both Area and Council-wide levels.

Reporting Period	Target (Cumulative)	Actual (Cumulative)	Status
FQ2 2022/23	£625,430	£491,453	Red
FQ3 2022/23	£812,919	£709,585	Red
FQ4 2022/23	£993,968	£817,788	Red
FQ1 2023/24	£234,056	£253,705	Green
FQ2 2023/24	£584,204	£486,151	Red

This indicator for FQ2 shows the cumulative amount of income collected is significantly lower than the cumulative target. There is no performance trend as this data is cumulative.

FQ2 Comment

The purpose for car parking charging is to effectively manage vehicular traffic in and around our town and is not about Income Generation. Our current predicted outcome is based on data over several years which has now been skewed by Covid. Our vehicle count for the whole of ABC is approx. 10% less than pre-Covid which will also impact on the potential income. However, other factors such as the weather and cost of living crisis will also have an impact as well as fuel prices. When there are any known reasons that could affect potential income, these will be noted in advance to the Committee.

Going forward the Committee are asked to note the following factors that will affect car parking income:

B&C: Coal Pier has (incomplete) electric charger installs (from FQ2) which is affecting 8 bays.

H&L: Glen Loin 2 has (incomplete) electric charger installs (from June), which is affecting 6 bays. Glen Loin 2 also has toilets/recycling bins reducing bays (from FQ1 onwards).

MAKI: No issues.

OLI: Corran Halls 1 has (incomplete) electric charger installs (from FQ1) which is affecting 15 bays. North Pier car park closures for cruise ship visits (FQ1 onwards).

All Areas: As agreed at Full Council car parking charges will be suspended for the two-week period prior to Christmas day. Winter festivals, Christmas light switch on events which are in line with historical practice.

Responsible person: Hugh O'Neill

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

Dog fouling – total number of complaints – Mid Argyll, Kintyre and Islay

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	No target	19	No target	
FQ3 2022/23	No target	15	No target	
FQ4 2022/23	No target	26	No target	
FQ1 2023/24	No target	32	No target	
FQ2 2023/24	No target	23	No target	

This indicator for FQ2 shows the number of dog fouling complaints has decreased since the last reporting period.

FQ2 Comment

The number of dog fouling complaints has reduced this quarter for the Mid Argyll, Kintyre and Islay area from 32 to 23. With Mid Argyll receiving 8 complaints, Kintyre receiving 11 and Islay receiving 4. It is hoped this will reduce further as the Warden service continue to patrol as and when they can.

Responsible person: Tom Murphy

Dog fouling – total number of complaints – Argyll and Bute

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	No target	45	No target	
FQ3 2022/23	No target	47	No target	
FQ4 2022/23	No target	77	No target	
FQ1 2023/24	No target	60	No target	
FQ2 2023/24	No target	51	No target	

This indicator for FQ2 shows the number of dog fouling complaints has decreased since the last reporting period.

FQ2 Comment

The total number of dog fouling complaints has reduced again this quarter from 60 to 51. The Warden Service will continue to monitor and patrol as well as liaising with outside parties in an effort to reduce this further. There were 2 dog fouling fines issued this quarter both in the Helensburgh and Lomond area.

Responsible person: Tom Murphy

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

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

Reporting Period	Target	Actual	Status
FQ2 2022/23	100%	100%	Green
FQ3 2022/23	100%	100%	Green
FQ4 2022/23	100%	100%	Green
FQ1 2023/24	100%	100%	Green
FQ2 2023/24	100%	100%	Green

This indicator for FQ2 has met the target with no change in performance since the last reporting period.

FQ2 Comment

Each care experienced child and young person enrolled in an authority school has tracking and monitoring plans in place via our SEEMIS database. Data collated includes attendance, exclusion, progress and attainment and wellbeing information. Our systems continue to be refined to ensure data is relevant and supports early intervention. Improvements to date include programme of data driven dialogue between Designated Managers and the Virtual Head Teacher, discreet identification of CECYP for class teachers and appropriate data sharing with partner agencies. Raising the profile of our CECYP has led to an increased awareness of this cohort, positively impacting on personalised support.

Responsible person: Louise Chisholm

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

COI – Provide quality meals with cost margins to all pupils

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

Reporting Period	Target	Actual	Status
FQ2 2022/23	+/-5.00%	0.98%	Green
FQ3 2022/23	+/-5.00%	6.09%	Red
FQ4 2022/23	+/-5.00%	-2.56%	Green
FQ1 2023/24	+/-5.00%	5.00%	Green
FQ2 2023/24	+/-5.00%	-7.07%	Red

This indicator for FQ2 is below the +/-5.00% target variance and performance has decreased since the last reporting period.

FQ2 Comment

The overall food cost percentage variance is -7.07%, which is outwith the target variance. The new cashless catering system has resulted in more accurate reporting of figures. We will continue to monitor those schools that have a variance outwith the +/-5.00% target.

B&C 5.60%

H&L -1.55%

MAKI -2.77%

OLI 6.27%

Responsible person: Christine Boyle

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 – Mid Argyll, Kintyre and Islay

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	94.00%	96.72%	Green	
FQ3 2022/23	94.00%	94.30%	Green	
FQ4 2022/23	94.00%	94.70%	Green	
FQ1 2023/24	94.00%	94.85%	Green	
FQ2 2023/24	94.00%	97.28%	Green	

This indicator for FQ2 is above target and performance has increased since the last reporting period.

FQ2 Comment

As of 14th October 2023, the Participation figure (in employment, training or education) for 16-19 year-olds in Mid-Argyll, Kintyre and Islay was 1,036 young people, which equates to 97.28%. This is 3.28% above target and 1.68% above the 2022/23 annual Argyll and Bute Participation figure of 95.60%, which was released by Skills Development Scotland at the end of August 2023. The Participation figure of 97.28% for FQ2 of 2023/24 is an increase of 2.43% on the Participation figure for FQ1.

Responsible person: Jennifer Crocket

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

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	94.00%	93.90%	Red	
FQ3 2022/23	94.00%	93.90%	Red	
FQ4 2022/23	94.00%	93.62%	Red	
FQ1 2023/24	94.00%	93.75%	Red	
FQ2 2023/24	94.00%	95.94%	Green	

This indicator for FQ2 is above target however performance has increased since the last reporting period.

FQ2 Comment

As of 14th October 2023, the Participation figure (in employment, training or education) for 16-19 year-olds across the whole of Argyll and Bute was 4,112 young people, which equates to 95.94%. This is 1.94% above target and 0.34% above the 2022/23 annual Argyll and Bute Participation figure of 95.60%, which was released by Skills Development Scotland at the end of August 2023. The Participation figure of 95.94% for FQ2 of 2023/24 is an increase of 2.19% on the Participation figure for FQ1.

Responsible person: Jennifer Crocket

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

Number of affordable social sector new builds completed per annum – Mid Argyll, Kintyre and Islay

Reporting Period	Target	Actual	Status
FQ2 2022/23	10	10	Green
FQ3 2022/23	1	1	Green
FQ4 2022/23	4	4	Green
FQ1 2023/24	0	0	Green
FQ2 2023/24	0	0	Green

This indicator for FQ2 shows the number of completions has met the target for the reporting period.

FQ2 Comment

No units scheduled for completion this quarter.

Responsible person: Kelly Ferns

Number of affordable social sector new builds completed per annum – Argyll and Bute

Reporting Period	Target	Actual	Status
FQ2 2022/23	48	48	Green
FQ3 2022/23	37	37	Green
FQ4 2022/23	67	67	Green
FQ1 2023/24	26	26	Green
FQ2 2023/24	40	40	Green

This indicator for FQ2 shows the number of completions has met the target for the reporting period.

FQ2 Comment

B&C: No units scheduled for completion in FQ2. H&L: No units scheduled for completion in FQ2. MAKI: No units scheduled for completion in FQ2. OLI: There were 40 completions achieved through LINK/C-urb. 24 of these for social rent and 16 for New Supply Shared Equity (NSSE). There were 31 general needs properties (5 x 1bed, 18 x 2bed, 6 x 3bed and 2 x 4bed); 5 Particular needs properties (4 x 1bed and 1 x 2bed) and 4 Amenity properties (1 x 1bed and 3 x 2bed).

B&C 0

H&L 0

MAKI 0

OLI 40

Responsible person: Kelly Ferns

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

Percentage of pre-planning application enquiries processed within 20 working days – Mid Argyll, Kintyre and Islay

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	75.0%	35.0%	Red	
FQ3 2022/23	75.0%	36.0%	Red	
FQ4 2022/23	75.0%	30.6%	Red	
FQ1 2023/24	75.0%	51.7%	Red	
FQ2 2023/24	75.0%	8.3%	Red	

This indicator for FQ2 is below target and performance has decreased significantly since the last reporting period.

FQ2 Comment

Performance across Development Management continues to be impacted by an extended period of operating with key staff vacancies and a backlog of casework from the pandemic. The introduction of NPF4 in February 2023 by The Scottish Government and the subsequent progression of the Council's proposed LDP2 in June 2023 has further impacted on productivity and required a significant volume of casework to be re-assessed against the emerging policy background. During this reporting period available resource has been prioritised towards the resolution of statutory casework - the effect of this will be a detrimental impact on non-statutory casework including an extended time period to respond to pre-application enquiries. 24 PREAPP's were closed during FQ2, including many long-standing enquiries. 20.8% were processed within 6 weeks.

Responsible person: Peter Bain

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

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	75.0%	64.7%	Red	
FQ3 2022/23	75.0%	52.5%	Red	
FQ4 2022/23	75.0%	55.4%	Red	
FQ1 2023/24	75.0%	47.5%	Red	
FQ2 2023/24	75.0%	49.1%	Red	

This indicator for FQ2 is below target however performance has increased slightly since the last reporting period.

FQ2 Comment

Performance across Development Management continues to be impacted by an extended period of operating with key staff vacancies and a backlog of casework from the pandemic. The introduction of NPF4 in February 2023 by The Scottish Government and the subsequent progression of the Council's proposed LDP2 in June 2023 has further impacted on productivity and required a significant volume of casework to be re-assessed against the emerging policy background. During this reporting period available resource has been prioritised towards the resolution of statutory casework - the effect of this will be a detrimental impact on non-statutory casework including an extended time period to respond to pre-application enquiries. 106 PREAPP's were closed during FQ2, including several long-standing enquiries. 62% were processed within 6 weeks.

Responsible person: Peter Bain

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

Householder planning applications – average number of weeks to determine – Mid Argyll, Kintyre and Islay

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	8.0 weeks	18.8 weeks	Red	
FQ3 2022/23	8.0 weeks	15.3 weeks	Red	
FQ4 2022/23	8.0 weeks	16.2 weeks	Red	
FQ1 2023/24	8.0 weeks	21.4 weeks	Red	
FQ2 2023/24	8.0 weeks	24.4 weeks	Red	

This indicator for FQ2 has not met the target and performance has decreased since the last reporting period.

FQ2 Comment

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

Performance across Development Management continues to be impacted by an extended period of operating with key staff vacancies and a backlog of casework from the pandemic. The introduction of National Planning Framework 4 in February 2023 by The Scottish Government and the subsequent progression of the Council's proposed Local Development Plan 2 in June 2023 has further impacted on productivity and required a significant volume of casework to be re-assessed against the emerging policy background. Improving resource availability has allowed the focus of the DM Service to move from addressing the most urgent applications to also addressing the wider backlog of application casework. The determination of a higher-than-normal volume of older cases has a significant impact on "average time taken" performance measures, as a relatively small number of cases can readily skew the outcome. This is evidenced in that the performance time to determine the 20 Householder applications was 24.4 weeks. 70% of the Householder Applications determined in FQ2 were less than 6 months old at the time of determining, taking an average time of 14.0 weeks.

Responsible person: Peter Bain

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

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	8.0 weeks	13.1 weeks	Red	
FQ3 2022/23	8.0 weeks	12.0 weeks	Red	
FQ4 2022/23	8.0 weeks	17.3 weeks	Red	
FQ1 2023/24	8.0 weeks	21.6 weeks	Red	
FQ2 2023/24	8.0 weeks	18.1 weeks	Red	

This indicator for FQ2 has not met the target however performance has increased since the last reporting period.

FQ2 Comment

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

Performance across Development Management continues to be impacted by an extended period of operating with key staff vacancies and a backlog of casework from the pandemic. The introduction of National Planning Framework 4 in February 2023 by The Scottish Government and the subsequent progression of the Council's proposed Local Development Plan 2 in June 2023 has further impacted on productivity and required a significant volume of casework to be re-assessed against the emerging policy background. Improving resource availability has allowed the focus of the DM Service to move from addressing the most urgent applications to also addressing the wider backlog of application casework. The determination of a higher-than-normal volume of legacy cases has a significant impact on "average time taken" performance measures, as a relatively small number of cases can readily skew the outcome. This is evidenced in that the performance time to determine the 83 Householder applications was 18.1 weeks, however if the four legacy applications are excluded, the time taken would have been 15.4 weeks. Of the Householder Applications determined in FQ2, 81% of applications determined were less than 6 months old at the time of determining, taking an average time of 11.6 weeks.

Responsible person: Peter Bain

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

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

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

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	No target	28	No target	
FQ3 2022/23	No target	41	No target	
FQ4 2022/23	No target	30	No target	
FQ1 2023/24	No target	32	No target	
FQ2 2023/24	No target	36	No target	

This indicator for FQ2 shows the number of applicants has increased since the last reporting period.

FQ2 Comment

During FQ2, the housing service provided temporary accommodation for 36 new homeless households. B&C: 12 households (1 x Registered Social Landlord Property, 1 x Private Sector Property, 10 x Serviced Accommodation). H&L: 5 households (1 x Private Sector Property, 1 x Serviced Accommodation, 2 x Bed & Breakfast, 1 x Council Retained Flat). MAKI: 3 households (2 x Private Sector Properties, 1 x Bed & Breakfast). OLI: 16 households (1 x Registered Social Landlord Property, 2 x Private Sector Properties, 1 x Serviced Accommodation, 1 x Bed & Breakfast, 11 x Supported Accommodation).

Please note:

- The Registered Social Landlord and Private Rented Sector properties are leased by the Council and sub-let to homeless households as temporary accommodation.
- Serviced Accommodation is available in Cowal and Helensburgh and is for single people providing an en-suite bedroom and shared kitchen facilities.
- Supported accommodation is provided in Lorn by Blue Triangle Housing Association.

B&C 12

H&L 5

MAKI 3

OLI 16

Responsible person: Morven Macintyre

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

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

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	20.0%	22.2%	Green	
FQ3 2022/23	20.0%	19.4%	Red	
FQ4 2022/23	20.0%	22.5%	Green	
FQ1 2023/24	20.0%	10.8%	Red	
FQ2 2023/24	20.0%	26.5%	Green	

This indicator for FQ2 is above target and performance has increased significantly since the last reporting period.

FQ2 Comment

FQ2 is showing a significant increase from the previous quarter and above target. This is mainly due to the Structures Framework contact award which was awarded to 10 successful suppliers, 5 of which were local suppliers. The Procurement, Commercial and Contract Management Team (PCCMT) will continue to support local suppliers by providing useful information on the Council's website.

Responsible person: Anne MacColl-Smith

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

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

Reporting Period	Target	Actual	Status
FQ2 2022/23	No target	30	No target
FQ3 2022/23	No target	-	No target
FQ4 2022/23	No target	43	No target
FQ1 2023/24	No target	-	No target
FQ2 2023/24	No target	37	No target

This indicator is reported in FQ2 and FQ4.

This indicator for FQ2 shows the number of community benefits has decreased since the last reporting period.

FQ2 Comment

37 Community Benefits have been achieved through Contract Management, Contract Awards and the Request List during the period from 1st April 2023 to 30th September 2023. PCCMT will continue to work closely with our suppliers to deliver additional social, economic and environmental value to our society.

Responsible person: Anne MacColl-Smith

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

Street lighting – percentage of faults repaired within 10 days – Mid Argyll, Kintyre and Islay

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	75%	47%	Red	
FQ3 2022/23	75%	44%	Red	
FQ4 2022/23	75%	28%	Red	
FQ1 2023/24	75%	17%	Red	
FQ2 2023/24	75%	63%	Red	

This indicator for FQ2 is below target and performance has increased significantly since the last reporting period.

FQ2 Comment

Overall Argyll and Bute performance figure of 43% during a period where annual leave and sickness absence have been prevalent in the small lighting team. This has had a negative impact on our performance this quarter.

Responsible person: Tom Murphy

The percentage of street lighting faults are completed within 10 working days – Argyll and Bute

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	75%	48%	Red	
FQ3 2022/23	75%	30%	Red	
FQ4 2022/23	75%	32%	Red	
FQ1 2023/24	75%	37%	Red	
FQ2 2023/24	75%	43%	Red	

This indicator for FQ2 is below target however performance has increased slightly since the last reporting period.

FQ2 Comment

We maintain 14,442 street lights throughout Argyll and Bute, including the islands. Some street lighting faults cannot be fixed by the Street Lighting Team and we require assistance from power suppliers (SSE or Scottish Power) or our Roads colleagues/external contractors to repair underground cable faults and power supply issues. These type faults are often reported as single dark lamps but following attendance/investigation they can be identified as more serious problems that will take longer to repair. On average throughout the year approximately 98.8% of our street lights are operating/functioning as designed. Our Maintenance Team comprises 3x Street Lighting Electricians, 1x Clerk of Works/Inspector and 1x Trainee Team Leader. At present around 95% of assets have been upgraded to Energy Efficient and more reliable LED Luminaires. Works are continuing to convert/upgrade the rest of our inventory.

Responsible person: Tom Murphy

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

Total number of complaints regarding waste collection – Mid Argyll, Kintyre and Islay

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	No target	8	No target	
FQ3 2022/23	No target	2	No target	
FQ4 2022/23	No target	6	No target	
FQ1 2023/24	No target	6	No target	
FQ2 2023/24	No target	10	No target	

This indicator for FQ2 shows the number of waste collection complaints has increased since the last reporting period.

FQ2 Comment

Only 10 waste collection complaints received this quarter for the whole of Mid Argyll, Kintyre and Islay, very good service.
Responsible person: Tom Murphy

Total number of complaints regarding waste collection – Argyll and Bute

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	No target	65	No target	
FQ3 2022/23	No target	35	No target	
FQ4 2022/23	No target	53	No target	
FQ1 2023/24	No target	67	No target	
FQ2 2023/24	No target	101	No target	

This indicator for FQ2 shows the number of waste collection complaints has increased since the last reporting period.

FQ2 Comment

Overall, a very good level of service has been provided this quarter given the number of bins serviced, domestic, recycling, food and glass.
Responsible person: Tom Murphy

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

COI – Percentage of waste recycled, composted and recovered

Performance is presented by Council-wide service provision.

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	45.0%	50.5%	Green	
FQ3 2022/23	45.0%	56.7%	Green	
FQ4 2022/23	45.0%	52.0%	Green	
FQ1 2023/24	45.0%	47.6%	Green	
FQ2 2023/24	45.0%	59.8%	Green	

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

FQ2 Comment

59.8% recycling, composting and recovery (53.6% recycling/composting plus 6.2% recovery). Figures skewed to an extent this quarter due to Renewi using significant quantities of stockpiled clean rubble, soils and stones for permanent haul roads within Dalinlongart waste and recycling facility (by Dunoon) plus for engineering restoration works at Lingerton waste and recycling facility (by Lochgilphead).

Responsible person: John Blake

Renewi (formerly Shanks) – Percentage of waste recycled, composted and recovered

Performance is presented by Council-wide service provision.

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	No target	58.1%	No target	
FQ3 2022/23	No target	67.4%	No target	
FQ4 2022/23	No target	61.9%	No target	
FQ1 2023/24	No target	53.0%	No target	
FQ2 2023/24	No target	68.7%	No target	

This indicator for FQ2 shows the percentage of waste recycled has increased since the last reporting period.

FQ2 Comment

68.7% recycling, composting and recovery (59.7% recycling/composting plus 9.0% recovery). Figures skewed to an extent this quarter due to Renewi using significant quantities of stockpiled clean rubble, soils and stones for permanent haul roads within Dalinlongart waste and recycling facility (by Dunoon) plus for engineering restoration works at Lingerton waste and recycling facility (by Lochgilphead).

Responsible person: John Blake

Islands – Percentage of waste recycled, composted and recovered

Performance is presented by Council-wide service provision.

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	No target	34.7%	No target	
FQ3 2022/23	No target	43.5%	No target	
FQ4 2022/23	No target	35.9%	No target	
FQ1 2023/24	No target	39.2%	No target	
FQ2 2023/24	No target	35.6%	No target	

This indicator for FQ2 shows the percentage of waste recycled has decreased since the last reporting period.

FQ2 Comment

Recycling and composting rate of 35.6% which is less than previous quarter but higher than same quarter in previous year. Year to date recycling and composting rate is 37.3%. Responsible person: John Blake

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

Performance is presented by Council-wide service provision.

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	No target	41.0%	No target	
FQ3 2022/23	No target	37.5%	No target	
FQ4 2022/23	No target	34.5%	No target	
FQ1 2023/24	No target	40.1%	No target	
FQ2 2023/24	No target	41.6%	No target	

This indicator for FQ2 shows the percentage of waste recycled has increased slightly since the last reporting period.

FQ2 Comment

Recycling and composting rate of 41.6% which is more than previous quarter and similar to same quarter in previous year. Year to date recycling and composting rate is 40.9%.

Responsible person: John Blake

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

COI – The number of tonnes of waste sent to landfill

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

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	5,550	4,947	Green	
FQ3 2022/23	5,100	3,882	Green	
FQ4 2022/23	5,000	4,610	Green	
FQ1 2023/24	5,850	5,075	Green	
FQ2 2023/24	5,550	5,510	Green	

This indicator for FQ2 is below target (lowest is best).

FQ2 Comment

Just within target although an increase in tonnage to landfill compared to previous quarter and same quarter in previous year. Landfill tonnages increased in PPP and Helensburgh and Lomond areas during the quarter which covers the busy summer period when tonnages can fluctuate more.

Responsible person: John Blake

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

LEAMS (Local Environment Audit and Management System) – Mid Argyll

(Monthly data combined to show quarterly average)

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	73	82	Green	
FQ3 2022/23	73	82	Green	
FQ4 2022/23	73	83	Green	
FQ1 2023/24	73	77	Green	
FQ2 2023/24	73	77	Green	

This indicator for FQ2 is above target with no change in performance same since the last reporting period.

FQ2 Comment

Another good level of street cleanliness this quarter in the Mid Argyll area, July 76, August 77 and September 79.

Responsible person: Tom Murphy

LEAMS (Local Environment Audit and Management System) – Kintyre

(Monthly data combined to show quarterly average)

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	73	81	Green	
FQ3 2022/23	73	81	Green	
FQ4 2022/23	73	81	Green	
FQ1 2023/24	73	82	Green	
FQ2 2023/24	73	83	Green	

This indicator for FQ2 is above target and performance has increased slightly since the last reporting period.

FQ2 Comment

The LEAMS figure for Kintyre for the second quarter is very good this month again exceeding the target figure.

Responsible person: Tom Murphy

LEAMS (Local Environment Audit and Management System) – Islay (Monthly data combined to show quarterly average)

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	73	84	Green	
FQ3 2022/23	73	84	Green	
FQ4 2022/23	73	81	Green	
FQ1 2023/24	73	84	Green	
FQ2 2023/24	73	82	Green	

This indicator for FQ2 is above target however performance has decreased slightly since the last reporting period.

FQ2 Comment

The street cleanliness figure for the second quarter in Islay is high again showing July 80, August 86 and September 84, exceeding the target figure of 73.

Responsible person: Tom Murphy

LEAMS (Local Environment Audit and Management System) – Argyll and Bute (Monthly data combined to show quarterly average)

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	73	82	Green	
FQ3 2022/23	73	83	Green	
FQ4 2022/23	73	83	Green	
FQ1 2023/24	73	84	Green	
FQ2 2023/24	73	83	Green	

This indicator for FQ2 is above target however performance has decreased slightly since the last reporting period.

FQ2 Comment

The overall score for street cleanliness this month is again high and exceeds the target figure. This shows a very good level of service is being provided by the teams in each of the areas.

Responsible person: Tom Murphy

Making It Happen

Teacher sickness absence – Mid Argyll, Kintyre and Islay

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	No target	1.26 days	No target	
FQ3 2022/23	No target	1.80 days	No target	
FQ4 2022/23	No target	2.23 days	No target	
FQ1 2023/24	No target	1.68 days	No target	
FQ2 2023/24	No target	1.13 days	No target	

This indicator for FQ2 shows the number of sickness absence days has decreased since the last reporting period.

FQ2 Comment

The number of work days lost is less than last quarter and slightly less than the same quarter last year. Most days lost were due to Infections.
Responsible person: Jennifer Crocket

Teacher sickness absence – Argyll and Bute

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	No target	1.22 days	No target	
FQ3 2022/23	No target	1.70 days	No target	
FQ4 2022/23	No target	2.48 days	No target	
FQ1 2023/24	No target	2.15 days	No target	
FQ2 2023/24	No target	1.25 days	No target	

This indicator for FQ2 shows the number of sickness absence days has decreased since the last reporting period.

FQ2 Comment

Overall, the number of work days lost is significantly less than last quarter (0.90) and around the same as the same quarter last year. Most days lost were due to Stress/Mental Health/Depression. The top reasons within this category are Stress, Bereavement, Anxiety.
Responsible person: Jennifer Crocket (B&C and MAK) and Wendy Brownlie (H&L and OLI)

Making It Happen

LGE staff (non-teacher) sickness absence – Mid Argyll, Kintyre and Islay

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	No target	3.16 days	No target	
FQ3 2022/23	No target	3.08 days	No target	
FQ4 2022/23	No target	3.58 days	No target	
FQ1 2023/24	No target	2.87 days	No target	
FQ2 2023/24	No target	2.77 days	No target	

This indicator for FQ2 shows the number of sickness absence days has decreased since the last reporting period.

FQ2 Comment

The number of work days lost is slightly less than the same quarter last year (0.10) and less than the same quarter last year (0.39).
Responsible person: Caroly Cairns

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

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	No target	3.66 days	No target	
FQ3 2022/23	No target	3.65 days	No target	
FQ4 2022/23	No target	4.04 days	No target	
FQ1 2023/24	No target	3.53 days	No target	
FQ2 2023/24	No target	3.18 days	No target	

This indicator for FQ2 shows the number of sickness absence days has decreased since the last reporting period.

FQ2 Comment

Overall, work days lost is 0.35 of a day less than last quarter and 0.48 days less than the same quarter last year. For every area Stress/Mental Health/Depressions is the biggest reason for work days lost. The top reasons within this category are Stress, Depression and Anxiety.
Responsible person: Carolyn Cairns

Making It Happen

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

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

Reporting Period	Target	Actual	Status	Trend of 'Actual' over the period
FQ2 2022/23	70.0%	75.4%	Green	
FQ3 2022/23	70.0%	72.5%	Green	
FQ4 2022/23	70.0%	72.2%	Green	
FQ1 2023/24	70.0%	80.7%	Green	
FQ2 2023/24	70.0%	72.1%	Green	

This indicator for FQ2 is above target however performance has decreased since the last reporting period.

FQ2 Comment

In FQ2 there was 38,640 transactions dealt with by Customer Service Agents (27.9%) and 99,684 automated or self-service transactions (72.1%) so the 70.0% target was exceeded.

Responsible person: Robert Miller

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ARGYLL AND BUTE COUNCIL**MID ARGYLL, KINTYRE AND THE
ISLANDS AREA COMMITTEE****ROADS AND INFRASTRUCTURE
SERVICES****6 DECEMBER 2023**

ROADS AND INFRASTRUCTURE SERVICES UPDATE

1.0 INTRODUCTION

- 1.1 A Roads and Infrastructure standing report was a fixture on Area Committee agendas throughout the life of the last Council. In the first two rounds of Area Committee meetings in the new Council feedback was sought on the value of these updates, and their format and frequency. Generally Members felt having a standard item was beneficial and it was acknowledged that the Roads and Infrastructure weekly briefings issued to all members each Friday afternoon provide for the main sources of live information on current activities. On top of these briefings there is a bank of resources on the new Member Zone system which include the weekly briefings, subject specific briefings, ad hoc short briefings on issues, relevant previous committee reports, operational service procedures, legislation and Council policies.
- 1.2 In the last Council the purpose of these reports was to provide an update on service activities but since weekly briefings were introduced around 18 months ago (at the time of writing this report we are on to briefing Edition 121) these have largely superseded the original stated purpose of these reports.
- 1.3 On the basis of the above this new format has been agreed through the December 2022 round of area committees for this standing item. This format removes duplication for Officers and rather links to existing published information, with additional updates only in the body of the reports if these are specifically requested/noted from previous meetings. The report remains as a standing item and continues to provide the opportunity for Officer engagement at the committee meetings.

2.0 RECOMMENDATIONS

It is recommended that the Area Committee:

- 2.1 Note and consider the contents of this report.

3.0 DETAIL

3.1 Roads and Infrastructure Services provides Members with weekly briefings on topical service activities which are all available [here](#).

3.2 As part of the resources on the new Member Zone system there are various key documents available in an online library [here](#).

3.3 There are also additional online resources covering the streetlighting, footway, surface dressing and roads reconstruction programmes available on the website [here](#).

Roads Capital Programme

3.4 Officers met with Members of Mid Argyll, Kintyre and the Islands Area Committee in October as part of our Roads Capital Programme engagement process. The slides that formed the presentation have also been emailed to Members and provide detailed information on the programme development process. Initial draft schemes were presented for discussion and comments and suggestions from Elected Members have been noted for consideration as we develop next year's programme of works.

A816 Ardfern Landslip

3.5 Works are ongoing following the Ardfern landslip which occurred on 6/7 October 2023 which include stabilising the hillside, clearing the A816 road of material and building an emergency route. To date the following has taken place:

- Formal agreement in place with Forest and Land Scotland, SEPA etc. to open up a disused quarry to tip the landslip material. Approx. 15000 tonnes of material have been taken from on and around the road and deposited at the quarry.
- Road corridor cleared, work continues to remove material which continues to slump down the hill, including rocks up to and over 200 tonnes in weight.
- Archaeological and ecology assessments for the emergency route which is on track to open before the A816 will be available.

Elected Members continue to receive regular detailed updates on this and the other sites which were affected during the heavy rainfall experienced on 6/7 October. A Member's seminar has been arranged for 29 November 2023.

4.0 CONCLUSION

4.1 This report provides links to existing published information on service activities and provides for the opportunity for Officer attendance and engagement at committee meetings.

5.0 IMPLICATIONS

- 5.1 Policy – Roads and Infrastructure work to a number of policies across the range of service areas
- 5.2 Financial – revenue and capital budgets are in place to deliver projects and cyclic work
- 5.3 Legal – none known
- 5.4 HR – none known
- 5.5 Fairer Scotland Duty:
 - 5.5.1 Equalities - protected characteristics – where appropriate EqSEIAs will be carried out to identify any implications
 - 5.5.2 Socio-economic Duty – where appropriate EqSEIAs will be carried out to identify any implications
 - 5.5.3 Islands – where appropriate Island impacts assessments will be carried out to identify any implications
- 5.6. Climate Change – due regard will be given to climate change with a view to minimising any climate change impact and these will be considered as and when they arise
- 5.7 Risk – risk managed through toolbox talks, safety briefings and where appropriate risk registers – all of the above are monitored through the RIS leadership and management teams
- 5.8 Customer Service – none known

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

Policy Lead for Roads and Transport, Councillor Andrew Kain

November 2023

For further information contact:

Jim Smith, Head of Roads and Infrastructure Services

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ARGYLL AND BUTE COUNCIL**MID ARGYLL, KINTYRE AND THE ISLANDS AREA COMMITTEE****ROADS AND INFRASTRUCTURE SERVICES****6 DECEMBER 2023**

KILKERRAN CEMETERY UPDATE REPORT

1.0 EXECUTIVE SUMMARY

- 1.1 This report provides a short update on the works carried out to increase the lair availability at Kilkerran Cemetery and identifying another site to build a new Cemetery for Kintyre.
- 1.2 It was previously reported to the MAKI Area Committee in March 2023 that there were no Cemeteries with less than 5 years capacity in the Mid Argyll, Kintyre and the Islands Area. This has been checked again in October 2023 and it remains the same with Kilkerran Cemetery having 8 years of availability according to current calculations based on lairs being sold at their requirement.
- 1.3 It was also reported that, in the land immediately adjacent to the current Kilkerran cemetery, the sub-soil at lair depth was non-compliant within the terms of the groundwater requirements and a planning application would not be supported by SEPA. This means officers are required to identify new land for another Kintyre Cemetery. There are two areas which have been looked at, B836 Moy and off of the A83 almost adjacent to the Machrahanish junction. The preferred option at this time by officers is the B836 as there are good footways and a bus route to this location, as well as it being of similar distance from the Town Centre to that of Kilkerran.
- 1.4 We have identified a total 180 lair spaces which are in the process of being developed within the current Kilkerran site by re-purposing parts of existing roads, footways and shrubbery, converting into grassed areas for lair development where practicable, this gave 8 years capacity, at the current restricted rate of sale. Any removal of this restricted sale of lairs will seriously reduce the cemetery capacity.
- 1.5 Further works to carry out trial excavations were carried out in June 2023 at an alternative site at Moy on the B836 to confirm soil suitability and depth to Water Table / Rock head – which was essential prior to proceeding any further with discussions on land purchase and planning applications. This confirmed the subsoil in trial pits met with SEPA approval. However historical water supplies within the 250 m distance to the site have still to be investigated, to determine if these are now inactive, before all parts of the groundwater requirements can be met, allowing support of an application. This has still to be carried out and the

officer managing this is pursuing this in conjunction with colleagues in Estates and Environmental Services, however, there still requires planning applications as well as further land purchase as we do not own the field.

2.0 RECOMMENDATIONS

2.1 The MAKI Area Committee are asked to:

- Read, consider and note the remaining availability and current works to repurpose Kilkerran Cemetery which officers estimate will extend the cemetery lair availability by 8 years.
- Read, consider and note the updated comments relevant to Cemetery Development at Kilkerran in the Moy Holdings area.

3.0 CONCLUSION

3.1 The cemetery portfolio has sufficient overall capacity for the next 30 years operation but locally, restrictions are in place to preserve remaining lair space.

3.2 The Cemetery Development programme is currently focused on providing additional cemetery space, based on the most urgent need, subject to the measure above. However, the site selection and development programme is now a much longer process than may have been the case historically.

4.0 IMPLICATIONS

4.1 Policy – The Management Rules for Burials revised policy 2023, provides a process where lair sales can be restricted when cemeteries have less than 10 years remaining capacity.

4.2 Financial – Cemetery extensions and new developments require additional Capital funding, to provide “ready to use” infrastructure to sustain the burial service at local levels.

4.3 Legal – The Council, as Burial Authority, must provide at least one cemetery.

4.4 HR – None known.

4.5 Fairer Scotland Duty: None known.

4.5.1 Equalities - protected characteristics – none known.

4.5.2 Socio-economic Duty – Provision of the burial service at local level sustains the business models of both the Council and private providers and reduces the overall cost to customers.

- 4.5.3 Islands – The programme of cemetery development locations, highlights the desire for the retention of a local burial service, including at least one “active” cemetery on main inhabited islands, wherever practicable.
- 4.6. Climate Change – Due regard will be given to climate change with a view to minimising any climate change impact and these will be considered as and when they arise.
- 4.7 Risk – Land suitability, availability and development costs, may affect the viability of retaining a local burial service.
- 4.8 Customer Service – Cemetery development programme aims to provide and maintain the burial service at local level where ever practicable.

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

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

December 2023

For further information contact:

Jim Smith, Head of Roads and Infrastructure Services

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ARGYLL AND BUTE COUNCIL**MID ARGYLL, KINTYRE AND THE ISLANDS AREA COMMITTEE****ROADS AND INFRASTRUCTURE SERVICES****6 DECEMBER 2023**

TARBERT PLAY PARK UPDATE REPORT

1.0 EXECUTIVE SUMMARY

- 1.1 This report provides an update on the work carried out with the Tarbert Play Park Group and a subsequent presentation to the Tarbert Community Council on Thursday 9 November on renewing the Tarbert Play Park.
- 1.2 It was previously reported to the MAKI Area Committee in September 2023 that the Tarbert Play Park was in the process of being upgraded as the equipment was previously removed for safety concerns. At that time there was £80k funding in place to do this as well as a plan for the placement of new equipment and groundworks.
- 1.3 Local members raised an issue which had been reported through social media and representation to them from the local Community Council in that locally they were very unhappy about the delays in getting the play park equipment in situ. It was agreed at the MAKI Area Committee that the Network and Standards Manager would attend and discuss the current situation with the Tarbert Community Council. It was further agreed to apportion £20k from the Scottish Government Play Park Funding to support the play park.
- 1.4 The Network and Standards Manager contacted the Tarbert Play Park Group which consists of a number of local residents, parents, grandparents who have a vested interest in the play park. The initial play park plan arranged through Roads and Infrastructure Services with equipment was passed to them and they were asked for feedback.
- 1.5 The group responded confirming that having had discussions locally with residents and school children they felt this did not fit in with what locals wanted, and they provided an update that locally residents and children wanted a Zip Wire and Assault Course themed Play Park with a small cycle/trike track. They provided pictures and a catalogue identifying equipment which local children had asked for in their new play park.
- 1.6 Having reviewed this, the Network and Standards Manager responded confirming the Council had no objection to this request and that the engagement was positive, however as the play park was relatively small (approximately 331metres squared) a contractor may well struggle to get a zip wire as well as the other

equipment being asked for as well as the perimeter trike, small cycle track all within this space.

1.7 On Thursday 9 November 2023, the Network and Standards Manager attended the Tarbert Community Council meeting and discussed the agreed funding of £80k already available as well as the subsequent £20k Scottish Govt Play Park Funding agreed by the MAKI Area Committee as well as the below:

- A procurement Mini Competition would be organised by the Network and Standards Manager to tender a new design for the play park with the agreed inclusion, if possible, for a zip wire, assault course, small cycle track and other equipment such as a wheelchair accessible roundabout, basket swing and a Giro Spiral. This would also include supply and fitting.
- The Network and Standards Manager would speak with the local Operations Team leader for Tarbert to see if there was any way the current play park footprint could be extended.
- Consideration of appropriate fencing in place to protect children in the park from the football park nearby.

1.8 The Community Council Agreed to this approach with feedback being given at regular intervals.

1.9 The Network and Standards Manager has agreed to prioritise this play park in line with the agreed EDI Paper from March 2023. The tendering process will dictate how long this may take; however regular feedback will be given.

2.0 RECOMMENDATIONS

2.1 The MAKI Area Committee are asked to:

- Read, consider, and note the positive engagement with the local Community Council and the Tarbert Play Park Group
- Read, consider, and note the proposed change in play park design and equipment which has been asked for locally by residents and the play park group.
- Read, consider, and note the proposed process for tendering for the new play park.

3.0 CONCLUSION

3.1 There has now been positive engagement with the local Community to deliver what residents and children want locally for their play park.

3.2 The Tarbert Play Park will be prioritised in line with the agreed EDI play park report.

3.3 The Network and Standards Manager has been identified as the single point of contact for the Community Council and the Tarbert Play Park group. Relevant updates will be given at the appropriate times.

4.0 IMPLICATIONS

4.1 Policy – The play park tendering will adhere to Argyll and Bute Councils procurement policies.

4.2 Financial – Funding of £100k is in place to cover the works.

4.3 Legal – The play park tendering will adhere to the procurement legislation.

4.4 HR – None known

4.5 Fairer Scotland Duty: None Known

4.5.1 Equalities - protected characteristics – none known

4.5.2 Socio-economic Duty – Provision of the play park conforms to the Scottish Government and local policies regarding healthy children and communities.

4.5.3 Islands – N/A.

4.6. Climate Change – All equipment will adhere to legislative standards and meet eco standards.

4.7 Risk – Previously we have tendered for play park works which have received no tenders. There is a risk that no tenders will come forward for this work.

4.8 Customer Service – Providing appropriate play park equipment supports the Argyll and Bute Council Vision for a successful, vibrant Argyll and Bute with a growing population, where people want to come to live.

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

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

December 2023

For further information contact:

Jim Smith, Head of Roads and Infrastructure Services

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ARGYLL AND BUTE COUNCIL**MID ARGYLL, KINTYRE AND THE ISLANDS AREA COMMITTEE****DEVELOPMENT AND ECONOMIC GROWTH****6 DECEMBER 2023**

LOCHGILPHEAD CARS – RECOMMENDATION OF GRANT AWARD

1.0 EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to ask Members to agree grant awards for the remaining two priority building projects that form part of the Lochgilphead Conservation Area Regeneration Scheme (CARS). See below:
- Up to two hundred and twenty one thousand, nine hundred and thirty three pounds and twelve pence (£221,933.12) to the owners of 2-4 Argyll Street, Lochgilphead.
 - Up to one hundred and seventy five thousand, seven hundred and fifty pounds and eighty pence (£175,750.80) to the owners of 6-10 Argyll, Lochgilphead.
- 1.2 The grants would be based on all criteria having been met and will support the comprehensive repairs of two prominent buildings in multiple ownership and which supports the delivery of approved outcomes as agreed by Historic Environment Scotland. The awards of grant will serve to safeguard these properties for future generations whilst helping to improve the appearance of Lochgilphead town centre.
- 1.3 Lochgilphead CARS is being delivered over a six-year period and will conclude on 31 March 2026. A full funding package is in place, with expenditure monitored on a regular basis. There is sufficient funds in place to make the recommended award under the scheme.
- 1.4 Following the conclusion of the construction tender process, the total eligible project costs for both projects have increased. This is primarily due to inflation and the rising cost of building materials and labour. This has resulted in a total shortfall in costs of £137,271.46.
- 1.5 There is capacity within the Private Sector Housing Grant (PSHG) budget for 2023/24, and providing the gap funding to facilitate these projects aligns with the key aims of the PSHG to extend the life of capital assets.

- 1.6 A separate report has been submitted for consideration at the Policy and Resources committee meeting on 7th December 2023, requesting an additional £137,271.46 PSHG for the 2-4 Argyll Street and 6-10 Argyll Street projects.

RECOMMENDATION

It is recommended that the Mid Argyll, Kintyre and the Islands Area Committee approve the following grant offers from the Lochgilphead Conservation Area Regeneration Scheme (CARS):

- Up to two hundred and twenty one thousand, nine hundred and thirty three pounds and twelve pence (£221,933.12) to the owners of 2-4 Argyll Street, Lochgilphead.
- Up to one hundred and seventy five thousand, seven hundred and fifty pounds and eighty pence (£175,750.80) to the owners of 6-10 Argyll, Lochgilphead.

ARGYLL AND BUTE COUNCIL

MID ARGYLL, KINTYRE AND THE
ISLANDS AREA COMMITTEE

DEVELOPMENT AND ECONOMIC
GROWTH

6 DECEMBER 2023

LOCHGILPHEAD CARS – RECOMMENDATION OF GRANT AWARD

2.0 INTRODUCTION

2.1 The purpose of this report is to ask Members to agree grant awards for the remaining two priority buildings that form part of the Lochgilphead Conservation Area Regeneration Scheme (CARS). See below:

- Up to two hundred and twenty one thousand, nine hundred and thirty three pounds and twelve pence (£221,933.12) to the owners of 2-4 Argyll Street, Lochgilphead.
- Up to one hundred and seventy five thousand, seven hundred and fifty pounds and eighty pence (£175,750.80) to the owners of 6-10 Argyll, Lochgilphead.

2.2 Both properties are named priorities for Lochgilphead CARS, as such grant levels and grant recipients are based on project budget allocations and agreed with Historic Environment Scotland (HES). The proposed grants are based on the lowest tender returns following competitive tender exercises.

2.3 The grant applications have been fully assessed against Lochgilphead CARS project criteria and agreed with HES.

3.0 RECOMMENDATIONS

3.1 It is recommended that the Mid Argyll, Kintyre and the Islands Area Committee approve the following grant offers from the Lochgilphead Conservation Area Regeneration Scheme (CARS):

- Up to two hundred and twenty one thousand, nine hundred and thirty three pounds and twelve pence (£221,933.12) to the owners of 2-4 Argyll Street, Lochgilphead.

- Up to one hundred and seventy five thousand, seven hundred and fifty pounds and eighty pence (£175,750.80) to the owners of 6-10 Argyll, Lochgilphead.

4.0 DETAIL

- 4.1 The Lochgilphead Conservation Area Regeneration (CARS) is a grant programme focussing on the regeneration of historical buildings as well as traditional skills training and community engagement jointly funded by Historic Environment Scotland (HES) and Argyll and Bute Council. The total grant fund available is £1,401,318. This figure includes additional monies approved via the Place Based Investment fund for 2022/23 and 2023/24.
- 4.2 Lochgilphead CARS started in April 2020 and was due to conclude in March 2025. Due to the pandemic HES offered a one-year extension. This offer was accepted and the scheme will now run to March 2026.
- 4.3 A full funding package is in place, with expenditure monitored on a monthly basis. The project seeks to safeguard Lochgilphead's heritage by supporting property owners to return their buildings and shopfronts to a good state of repair, which in turn increases the attractiveness of Lochgilphead's town centre and encourages further investment.
- 4.4 This report seeks to outline grant awards to support the comprehensive repair and conservation for the remaining two priority buildings that form part of Lochgilphead Conservation Area Regeneration Scheme (CARS).
- 4.5 2-4 Argyll Street is a three-storey tenement building occupying a key location in the heart of Lochgilphead Conservation Area. The building is Category B listed and plays an important contribution to the enclosure of Colchester Square. The ground floor is in commercial use operating as a pharmacy and there are four flats contained within the upper floors.
- 4.6 6-10 Argyll Street is a three-storey tenement building that provides an important contribution in terms of townscape with its close association to the adjoining tenement at 2-4 Argyll Street. The ground floor contains two commercial units and there are four flats within the upper floors. Whilst both projects are being developed individually, there is some cross-over between them including timescales.
- 4.7 Both properties are named priorities for Lochgilphead CARS, as such grant levels and grant recipients are based on project budget allocations and agreed with Historic Environment Scotland (HES).
- 4.8 The scope of works for both projects comprises Lochgilphead CARS grant eligible works for fabric repairs to the exterior of both buildings incorporating; replacing slate roof's, all leadwork to be replaced, new lime harling to front and gable walls and chimney stacks, new chimney cope stones and replace/refurbished rainwater goods. All works are in line with HES's advisory standards of repair.

4.9 In respect of both buildings, individual owners have followed the Council's recommended route for common repairs to tenemental properties; see below:

- Formation of an Owner's Association for each property.
- Tenement Condition Survey carried out by a building professional.
- Detailed Tenement Condition Report produced together with a Cost Plan containing projected costs for the main elements of work.
- Continuous liaison and regular meetings with Lochgilphead CARS Project Officer.
- Appointment of a Conservation Accredited Design Team.
- Full design and development of the project through to construction tender stage.
- Submission of planning applications.

To date, the building owners have fully funded all of the development costs.

4.10 Both grant applications have been fully assessed against Lochgilphead CARS project criteria. They fulfill all items on the application checklist and scoring matrix.

4.11 Projected costs for both projects have been updated regularly throughout the development phase. Initially, the total project cost for each building could have been fully funded via; Lochgilphead CARS grants, Private Sector Housing Grants (PSHG) and private owners contributions. Due to inflation and the increased cost of building materials and labour, both projects are now over budget.

The total project costs including all design fees and construction costs are based on the Tender Reports dated (17 November 2023) from the Design Team. See below:

2-4 Argyll Street: Total project costs	£388,071.66
<ul style="list-style-type: none"> • Total CARS grant available from HES and A&B Council • The current eligible PSHG • Total owners contributions • Shortfall 	£221,933.12 £ 39,600.00 £ 50,500.00 £ 76,038.54
6-10 Argyll Street: Total project costs	£336,503.72
<ul style="list-style-type: none"> • Total CARS grant available from HES and A&B Council • The current eligible PSHG • Total owners contributions • Shortfall 	£175,750.80 £ 49,520.00 £ 50,000.00 £ 61,232.92
Total Shortfall	£137,271.46

- 4.12 The total shortfall in costs for both projects is £137,271.46. There is capacity within the Private Sector Housing Grant (PSHG) budget for 2023/24, and providing the gap funding to facilitate these projects aligns with the key aims of the PSHG to extend the life of capital assets. Taking this into account, a separate report has been submitted for consideration at the Policy and Resources committee meeting on 7th December 2023, requesting an additional £76,038.54 for the 2-4 Argyll Street project and £61,232.92 for the 6-10 Argyll Street project.
- 4.13 CARS third party grant contracts include a claw back condition covering the HES portion of the grant. If a grantee sells their property within fifteen years of the project completion date they are required to repay a portion of the grant based on a sliding scale.
- 4.14 The projected site start for both projects is March 2024.

5.0 CONCLUSION

- 5.1 The grant awards will support the comprehensive repair of two prominent town centre properties, helping to safeguard homes and businesses whilst providing a boost to the local economy. It will also ensure that all of the Lochgilphead CARS priority buildings have been delivered – helping to meet the agreed outputs of the project.

6.0 IMPLICATIONS

- 6.1 Policy – The Single Outcome Agreement (SOA) and Argyll and Bute Outcome Improvement Plan 2013-2023 support town centre regeneration and a diverse and thriving economy.
- 6.2 Financial – To satisfy audit requirements we provide an update on the overall financial position of the scheme to the Environment, Development and Infrastructure Committee on a six-monthly basis. All grant funding is in place as part of the Lochgilphead CARS budget including the Historic Environment Scotland grant and Council match funding which includes an element of Private Sector Housing Grant.

The scheme also relies on contributions from private building owners.

The total common fund is £2,063,511.

The total grant funding to be committed is £1,401,318.

To date £573,577 has been committed.

- 6.3 Legal – Third party grant contracts are issued to all recipients of CARS grant funding.

- 6.4 HR – A project office is employed to deliver the scheme for its duration. Staff Salaries are included within the project budget.
- 6.5 Fairer Scotland Duty:
- 6.5.1 Equalities - protected characteristics – None.
- 6.5.2 Socio-economic Duty – The grant funding will support local economies through place based regeneration activity.
- 6.5.3 Islands – None.
- 6.6 Climate Change – The grants will help retain the use of an existing building using traditional methods and materials and located in the town centre helping to retain the embedded carbon. The importance of this subject is also communicated to contractors to ensure that where possible climate adaption and mitigation is considered to help create a thriving, sustainable local economy and a healthier, happier place fostering carbon lifestyles.
- 6.7 Risk - That the grant schemes are under subscribed or that projects run over time or budget. These risks will be carefully monitored and mitigated by the CARS project officer as the scheme progresses.
- 6.8 Customer Service – The Council is responsible for administering the CARS grants on behalf of Historic Environment Scotland and for ensuring due diligence in the performance of duties.

Kirsty Flanagan, Executive Director with responsibility for Development and Economic Growth

Fergus Murray, Head of Development and Economic Growth

Councillor Liz McCabe, Policy Lead for Islands and Business Development

09 November 2023

For further information contact:

James Lafferty, Lochgilphead CARS Project Officer, Transformation Projects and Regeneration Team, Development and Economic Growth
james.lafferty@argyll-bute.gov.uk

APPENDICES

Appendix 1: Photographs

Appendix 1

2-4 Argyll St, Lochgilphead



6-10 Argyll St, Lochgilphead



ARGYLL AND BUTE COUNCIL**MID ARGYLL, KINTYRE AND THE
ISLANDS AREA COMMITTEE****LEGAL & REGULATORY SUPPORT****6 December 2023**

CHARITABLE TRUSTS, BEQUESTS AND TRUST FUNDS

1.0 EXECUTIVE SUMMARY

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

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

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

2.0 RECOMMENDATIONS

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

1. note the financial position of the Charitable Trusts, Bequests and Trust Funds as of December 2023;
2. agree that the Hutcheson Memorial Trust and May Paterson Trust prizes be limited to £30;
3. agree that all other charities and trust funds, that have historically been awarded to Council Departments and Allied partners, are awarded on the basis outlined in paragraph 5.5 and defined within appendix 1; and
4. agree that officers develop proposals for distribution arrangements for the Campbell Bequest, McNeil Bequest, the Macalister Mortification and The Fisher Bequest for later consideration by members.

ARGYLL AND BUTE COUNCIL

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

LEGAL & REGULATORY SUPPORT

6 December 2023

CHARITABLE TRUSTS, BEQUESTS AND TRUST FUNDS

3.0 INTRODUCTION

3.1 The Mid Argyll, Kintyre and the Islands Area Committee are Trustees of 19 Charitable Trusts, Bequests and Trust Funds with an estimated unrestricted balance of around £139K. This report provides information on proposals in relation to the ongoing management of these funds and seeks agreement on distribution proposals.

4.0 RECOMMENDATIONS

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

1. note the financial position of the Charitable Trusts, Bequests and Trust Funds as of December 2023;
2. agree that the Hutcheson Memorial Trust and May Paterson Trust prizes be limited to £30;
3. agree that all other charities and trust funds, that have historically been awarded to Council Departments and Allied partners, are awarded on the basis outlined in paragraph 5.5 and defined within appendix 1; and
4. agree that officers submit proposals for distribution arrangements for the Campbell Bequest, McNeil Bequest, the Macalister Mortification and The Fisher Bequest for later consideration by members.

5.0 BACKGROUND & DISTRIBUTION ARRANGEMENTS

5.1 Historically reports are prepared and submitted to Area Committees outlining the status of each of the funds, proposed distribution method(s) and the amounts available.

5.2 Of the 19 funds for which the Area Committee are trustees many have historically been awarded to Council Departments and allied partners (for example Roads and Amenity Services).

5.3 In December 2021 the Area Committee agreed to place a moratorium on the distribution of monies from 6 funds as they had no/limited funds available for

distribution. This approach has served to lessen the administrative burden and will allow interest to be accumulated to ensure maximum community benefit at a later date.

- 5.5 In order to provide a level of consistency to the process for those Bequests/Trusts which are transferred to Council Departments or allied partners it is proposed that to allow for maximum benefit from the resources available, those Funds that hold more than £1k will be allocated on a basis of the interest from the previous financial year plus 1/20th of the unrestricted funds. This approach being the recommendation of Financial Officers as a means for members to meet their fiscal responsibilities as trustees, specifically that the funds are maintained over the longer term and not exhausted.
- 5.6 The exemption to this rule is the funds which relate to a school prizes, the Hutcheson Memorial Trust and the May Paterson Trust. It is suggested the level of each prize be £30 this is in line with those awarded in other areas. This will be paid by Finance on receipt of confirmation of the recipient from the school. The Hutcheson Memorial Trust is awarded to the pupil that displays general excellence within the subject of mathematics, while the May Paterson Trust is awarded to the pupil that displays general excellence within business studies.
- 5.7 Should the Area Committee approve this approach over £4000.00 will be available to council departments and allied partners this financial year.
- 5.8 A small number of funds, three, have bespoke distribution methods which are undertaken by Legal and Regulatory Support, this process will continue. Officers will continue to monitor the expenditure from these funds, should expenditure not provide a community benefit Officers will explore what remedial action can be taken.
- 5.9 Due to the restrictive nature of some funds, specifically the Campbell Bequest, McNeil Bequest, the Macalister Mortification and The Fisher Bequest, difficulties had been faced in establishing suitable distribution arrangements. Officers from Legal and Regulatory Support had been in dialogue with both The Scottish Charity Regulator (OSCR) and Lord Advocates Office in an attempt to establish appropriate methods of distributing these funds. Specifically using provisions within the Law Reform (Miscellaneous Provisions)(Scotland) Act 1990 and The Public Trusts (Reorganisation) (Scotland) (No.2) Regulations to transfer the resources to charities and trusts that are better placed to meet the terms of each of the funds.
- 5.10 Largely as a consequence of the lack of associated documentation of the funds, despite making all reasonable enquiries, very little progress had been made. Consequently officers are of the opinion that progress can only now be made by preparing bespoke, council administered, distribution methods for the aforementioned funds for later consideration by the Area Committee. These arrangements will draw upon existing models of distribution to ensure maximum community benefit.

6.0 CONCLUSION

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

7.0 IMPLICATIONS

7.1 **Policy** - None.

7.2 **Financial** - None.

7.3 **Legal** - Area Committees, as Trustees, must ensure that the distribution arrangements comply with the terms of the funds/bequests, failure to do so would result in the Council being liable.

7.4 **HR** - To proceed with reorganisation, in terms of section 10 or 11 of the Law Reform (Miscellaneous Provisions) (Scotland) Act 1990 would require the allocation of Officer time.

7.5 **Fairer Scotland Duty** - None

7.5.1 **Equalities – protected characteristics** – None

7.5.2 **Socio-Economic Duty** – None

7.5.3 **Islands** – None

7.6 **Climate Change** – None

7.7 **Risk** – None

7.8 **Customer Service** - None

Douglas Hendry

Executive Director with responsibility for Legal & Regulatory Support

December 2023

Policy Lead - Councillor Alastair Redman

Appendix 1 – Distribution Arrangements for Trust Funds and Bequests.

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

TRUST NAME	CHARITABLE PURPOSE	DISTRIBUTION PROPOSAL	Capital (Restricted Funds)	Income during 2021-22	Accumulated Funds for Distribution	1/20th of unrestricted	Maximum proposed award - 2023
Historically awarded to Council Departments and Allied Partners.							
MAY PATERSON TRUST	Prize for business studies in Campbeltown Grammar	<i>Paid to the Campbeltown Grammar School.</i>	250.00	9.00	220.00	n/a	30.00
HUTCHESON MEMORIAL TRUST	Prize for mathematics in Campbeltown Grammar	<i>Paid to the Campbeltown Grammar School.</i>	104.00	6.00	182.00	n/a	30.00
CAMPBELTOWN NEW BOOKS	Interest to go to the provision of new books in the library.	<i>To invite Live Argyll to submit an application to the fund for consideration by Trustees (Area Committee).</i>	2,000.00	97.00	3,117.00	156.00	253.00
A T ROSS BEQUEST	To be applied to Ardfenaig Home, Ardrishaig	<i>To invite Social Work (IJB) to submit an application to the Bequest for consideration by Trustees (Area Committee).</i>	6,286.00	163.00	2,098.00	105.00	268.00
CLACHAN CEMETERY TRUST	Upkeep of cemetery, Clachan.	<i>Transfer to Roads and Amenity Services annually when it is confirmed that the cemetery is being maintained. If no work is being undertaken do not make the transfer until such time as work is to be carried out.</i>	5,281.00	187.00	4,164.00	208.00	395.00
LIBRARY ENDOWMENT FUND	Upkeep of reading room Campbeltown	<i>To invite Live Argyll to submit an application to the fund for consideration by Trustees (Area Committee).</i>	5,000.00	992.00	41,564.00	2,078.00	3,070.00
Bespoke arrangements in place.							
KINTYRE YOUTH FUND	To assist the youth of kintyre	<i>Advise schools and youth groups of funds and invite bids.</i>	21,195.00	440.00	1,445.00	n/a	n/a
GEORGE MELVILLE DUNCAN BEQUEST	For the benefit of the poor of the Burgh in the form of gifts of fuel, clothing and foodstuffs during the winter months.	<i>Combine income of George Melville Duncan Bequest and David Andrew Greenlees Trust and invite applications annually for a sum to be determined. Vouchers are to be redeemed in local shop participating in the scheme.</i>	17,000.00	1,354.00	50,658.00	n/a	n/a
D A GREENLEES TRUST	For the Poor of Campbeltown and the Workhouse Hospital there.	<i>Combine income of George Melville Duncan Bequest and David Andrew Greenlees Trust and invite applications annually for a sum to be determined. Vouchers are to be redeemed in local shop participating in the scheme.</i>	8,702.00	560.00	19,387.00	n/a	n/a
To be subject of consideration by the Area Committee in March 2024							
CAMPBELL BEQUEST	For the benefit of the poor of the Parish of Kildalton and Oa		50.00	57.00	2,891.00	n/a	n/a

TRUST NAME	CHARITABLE PURPOSE	DISTRIBUTION PROPOSAL	Capital (Restricted Funds)	Income during 2021-22	Accumulated Funds for Distribution	1/20th of unrestricted	Maximum proposed award - 2023
MCNEILL BEQUEST	For the benefit of the poor of the Parish of Kildalton and Oa		100.00	82.00	4,141.00	n/a	n/a
MACALLISTER MORTIFICATION	To be invested in heritable security for the poor of the parish.		1,100.00	91.00	3,623.00	n/a	n/a
FISHER BEQUEST	For the poor of Inverary		50.00	8.00	348.00	n/a	n/a
Moratorium in situ - Historically awarded to Council Departments and Allied Partners							
LATIMER MCINNES TRUST	Upkeep of family lair Kilchousland	<i>Transfer to Roads and Amenity Services annually when it is confirmed that the cemetery is being maintained. If no work is being undertaken do not make the transfer until such time as work is to be carried out.</i>	183.00	3.00	n/a	n/a	n/a
MACALISTER TRUST	Upkeep of graves Tarbert Cemetery	<i>Transfer to Roads and Amenity Services annually when it is confirmed that the cemetery is being maintained. If no work is being undertaken do not make the transfer until such time as work is to be carried out.</i>	70.00	3.00	84.00	n/a	n/a
KILMORY LOCHGILPHEAD CHURCHYARD	For the upkeep of Kilmory Churchyard and any benefit from the Fund, should the Trust lapse, being extended	<i>Transfer to Roads and Amenity Services annually when it is confirmed that the cemetery is being maintained. If no work is being undertaken do not make the transfer until such time as work is to be carried out.</i>	148.00	3.00	3.00	n/a	n/a
KILMARTIN NEW BURIAL GROUND BEQUEST	Upkeep of new burial ground	<i>Transfer to Roads and Amenity Services annually when it is confirmed that the cemetery is being maintained. If no work is being undertaken do not make the transfer until such time as work is to be carried out.</i>	300.00	6.00	6.00	n/a	n/a
KILMARTIN WAR MEMORIAL FUND	Upkeep of memorial	<i>Transfer to Roads and Amenity Services annually when it is confirmed that maintenance is being carried out on the war memorial and use funds to offset costs of maintenance.</i>	38.00	1.00	-45.00	n/a	n/a
KILKERRAN CEMETERY	Upkeep of lairs, Kilkerran.	<i>Transfer to Roads and Amenity Services annually when it is confirmed that the cemetery is being maintained. If no work is being undertaken do not make the transfer until such time as work is to be carried out.</i>	6,025.00	114.00	183.00	n/a	n/a

Mid Argyll, Kintyre and the Islands Workplan 2022 – 23

Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
December 2023					
December 2023	Area Performance Report FQ2 23/24	Jane Fowler/Sonya Thomas Performance and Improvement	Quarterly Report		
December 2023	HSCP Bi-Annual Update Report	Charlotte Craig/Fiona Davies Argyll and Bute Health and Social Care Partnership	Bi-Annual Report		
December 2023	ACHA Annual Update	Chief Executive ACHA	Annual Report		
December 2023	Charities and Trust Funds	Shona Barton Legal and Regulatory Support	Annual Report		
December 2023	Roads and Infrastructure Services Update	Jim Smith Roads and Infrastructure Services	Quarterly Report		
December 2023	CHARTS Update	Seymour Adams (seymour@chartsargyllandisles.org)	One-off		
December 2023	Kilkerran Cemetery	Jim Smith/Hugh O'Neill Roads and Infrastructure Service	One-off		
December 2023	Tarbert Play Park Progress Update	Hugh O'Neill	One-off		
December 2023	Lochgilphead CARS – Recommendation	James Lafferty	One-off		

Mid Argyll, Kintyre and the Islands Workplan 2022 – 23

Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
	of Grant Awards				
December 2023	Appointment to Outside Bodies	Shona Barton	One-off		
December 2023	Area Committee Workplan	Shona Barton	For updating		
28 February 2024					
28 February 2024	Transport Scotland Update	Neil MacFarlane Transport Scotland	Annual Report		
28 February 2024	Scottish Water Update	Georgie Reid Scottish Water	Annual Report		
28 February 2024	Area Performance Report FQ3 23/24	Jane Fowler/Sonya Thomas Performance and Improvement	Quarterly Report		
28 February 2024	Roads and Infrastructure Services Update	Jim Smith Roads and Infrastructure Services	Quarterly Report		
28 February 2024	Strategic Housing investment plan (SHIP)	Douglas Whyte Development and Economic Growth	Annual Report		
28 February 2024	Supporting Communities Fund 2024/25	David Hagerty/Kirsty McLuckie Chief Executive	Annual Report		
28 February 2024	Annual Primary School Report	Rosie MacKay	Annual Report		

Mid Argyll, Kintyre and the Islands Workplan 2022 – 23

Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
28 February 2024	Supporting Communities Fund 2022/23 End of Project Monitoring Reports	Antonia Baird	Annual Report		
28 February 2024	Area Plans	Stuart Green	One-off		
28 February 2024	External Funding Approval for new active travel route between Lochgilphead Front Green and the Crinan Canal	Douglas Grierson	One-off		
28 February 2024	Area Committee Workplan	Shona Barton	For updating		
June 2024					
June 2024	Islay High School Report	Stephen Harrison Head Teacher	Annual Report		
June 2024	Tarbert Academy Report	Neil McKnight Head Teacher	Annual Report		
June 2024	Campbeltown Grammar School Report	David Mitchell Acting Head Teacher	Annual Report		

Mid Argyll, Kintyre and the Islands Workplan 2022 – 23

Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
June 2024	Lochgilphead High School Report	Jay Helbert Head Teacher	Annual Report		
June 2024	Tarbert and Lochgilphead Regeneration Fund	Audrey Martin Development and Economic Growth	Regular Updates		
June 2024	Roads and Infrastructure Services Update	Jim Smith Roads and Infrastructure Services	Quarterly Report		
June 2024	Area Performance Report FQ4 22/23	Jane Fowler/Sonya Thomas Performance and Improvement	Quarterly Report		
June 2024	HSCP Bi-Annual Update Report	Charlotte Craig/Fiona Davies Argyll and Bute Health and Social Care Partnership	Bi-Annual Report		
June 2024	Area Committee Workplan	Shona Barton	For updating		
September 2023					
September 2024	Annual Recycling Performance Report	Jim Smith Roads and Infrastructure Services	Annual Report		
September 2024	Area Performance Report FQ1 24/25	Jane Fowler/Sonya Thomas Performance and Improvement	Quarterly Report		
September 2024	Supporting Communities	Rona Gold/Antonia Baird Chief Executive	Regular Report		

Mid Argyll, Kintyre and the Islands Workplan 2022 – 23

Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
	Fund – End of Project Monitoring 23/24				
September 2024	Skills Development Scotland	Susan Macrae, SDS	Annual Report		
September 2024	Area Committee Workplan	Shona Barton	For updating		
September 2024	Roads and Infrastructure Services Update	Jim Smith Roads and Infrastructure Services	Quarterly Report		
Future Items					
	Patient Transport Policy	Health and Social Care Partnership	One off Report		Update on new policy following completion of review
	Flooding Issues in MAKI	Roads and Infrastructure Services Jim Smith	Ongoing		
	MAKI Accessibility and Footway Survey	TBC	TBC		
September 2024	Primary School Report	Rosie MacKay & 2 Head Teachers	Annual Report		

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ARGYLL AND BUTE COUNCIL**Mid Argyll, Kintyre and the Islands
Area Committee****Legal and Regulatory Support****6 December 2023**

Appointments to Outside Organisations

1.0 INTRODUCTION

- 1.1 Following the election of Councillor Jennifer Kelly in the Ward 1 By-Election held on Thursday 2nd November 2023, this report asks the Area Committee to note that Councillor Jennifer Kelly is appointed as a Trustee of the Kintyre Youth Fund.

2.0 RECOMMENDATIONS

- 2.1 The Area Committee is asked to note that Councillor Jennifer Kelly is appointed as a Trustee of the Kintyre Youth Fund following her election as Councillor representing Ward 1, South Kintyre.

3.0 DETAIL

- 3.1 As a result of the resignation of Councillor Donald Kelly in August 2023, this created vacancies on the Campbeltown Common Good Fund and the Kintyre Youth Fund which require to be filled. Councillor Jennifer Kelly was elected to represent Ward 1, South Kintyre at the By-Election held on 2nd November 2023.
- 3.2 In terms of the Trust arrangements, the Councillors who represent Ward 1 are noted as the Trustees of the Campbeltown Common Good Fund and the Kintyre Youth Fund. The appointment of Councillor Jennifer Kelly to the Campbeltown Common Good Fund as a Trustee was formally noted at the Council meeting held on 23rd November 2023. The Kintyre Youth Fund appointment is an Area Committee matter and as such the Area Committee is asked to formally note the appointment of Councillor Jennifer Kelly as a Trustee of the Fund.

4.0 CONCLUSION

- 4.1 This report advises the Area Committee of the current situation in regard to the Campbeltown Common Good Fund and the Kintyre Youth Fund.

5.0 IMPLICATIONS

- 5.1 Policy – none
- 5.2 Financial – there will be costs incurred in terms of Members attending these meetings.

5.3 Legal – none

5.4 HR – none

5.5 Fairer Scotland Duty – none

5.5.1 Equalities – protect characteristics – none

5.5.2 Socio-economic Duty – none

5.5.3 Islands – none

5.6 Climate Change – none

5.7 Risk – none

5.8 Customer Service – none

Douglas Hendry

Executive Director with responsibility for Legal and Regulatory Support

Councillor Alastair Redman, Policy Lead for Economic Growth, Communities and Corporate Services

28 November 2023

For further information contact: Shona Barton, Governance Manager
Tel: (01436) 657605