

Argyll and Bute Council
Comhairle Earra Ghaidheal agus Bhoid

Customer Services
Executive Director: Douglas Hendry



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29 March 2012

NOTICE OF MEETING

A meeting of the **BUTE AND COWAL AREA COMMITTEE** will be held in the **EAGLESHAM HOUSE, MOUNTPLEASANT ROAD, ROTHESAY** on **TUESDAY, 3 APRIL 2012** at **10:00 AM**, which you are requested to attend.

Douglas Hendry
Executive Director - Customer Services

BUSINESS

- 1. APOLOGIES**
- 2. DECLARATIONS OF INTEREST**
- 3. MINUTES**
 - (a) Minutes of Meeting of 7th February 2012 (Pages 1 - 4)
- 4. DEVELOPMENT & INFRASTRUCTURE SERVICES**
 - (a) Verbal update on the Milton Burn Flood Prevention Scheme
 - (b) Street Naming & Numbering - Shore Road, Innellan (Pages 5 - 34)
 - (c) Proposed Local Nature Reserve at Broxwood Hide, Sandbank (Pages 35 - 44)
- 5. COMMUNITY SERVICES**
 - (a) Primary School Reports (Pages 45 - 80)
 - (b) Grants to Third Sector 2011/12 (Pages 81 - 190)

6. CUSTOMER SERVICES

- (a) Windfarm Trust Reports (Pages 191 - 198)
- (b) The Queen's Diamond Jubilee, The Big Lunch (Pages 199 - 202)

7. PUBLIC & COUNCILLOR QUESTION TIME

8. EXEMPT ITEMS

The Committee will be asked to pass a resolution in terms of Section 50(a)94) of the Local Government (Scotland) Act 1973 to exclude the public for items of business with an "E" on the grounds that it is likely to involve the disclosure of exempt information as defined in the appropriate paragraph of Part 1 of Schedule 7a to the Local Government (Scotland) Act 1973.

The appropriate paragraph is:-

E1 - Paragraph 9 Any terms proposed or to be proposed by or to the authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods or services.

E2 - Paragraph 12 Any instructions to counsel and any opinion of counsel (whether or not in connection with any proceedings) and any advice received, information obtained or action to be taken in connection with –

- (a) any legal proceedings by or against the authority, or
- (b) the determination of any matter affecting the authority, (whether, in either case, proceedings have been commenced or are in contemplation)

E1 (a) Sale of Land at Dunclutha (Pages 203 - 206)

E2 (b) Rothesay Harbour - Matters Relating to Argyll Workboats vessel Seahorse II (Pages 207 - 214)

BUTE & COWAL AREA COMMITTEE

Councillor Robert Macintyre
Councillor Alister McAlister
Councillor James McQueen
Councillor Ron Simon
Councillor Dick Walsh

Councillor Bruce Marshall (Chair)
Councillor Alex McNaughton
Councillor Len Scoullar (Vice-Chair)
Councillor Isobel Strong

Contact: Eilidh FitzPatrick, Area Governance Assistant 01369 707135

**MINUTES of MEETING of BUTE AND COWAL AREA COMMITTEE held in the CASTLE HOUSE,
CASTLE GARDENS, DUNOON
on TUESDAY, 7 FEBRUARY 2012**

Present: Councillor B Marshall (Chair)

Councillor R Macintyre
Councillor A McNaughton
Councillor J McQueen

Councillor L Scoullar
Councillor I Strong

Attending: Shirley MacLeod, Area Governance Manager
David Clements, Performance Manager
Allen Stevenson, Service Development Manager
Julie Hempleman, Area Manager Operations
David Forshaw, Resource Worker
Caroline Sheen, Estates Surveyor
Mr Wylie, Headmaster Kirn Primary School

Chief Inspector Mosley, Strathclyde Police
Alan MacRaid, Interloch Transport

1. APOLOGIES

Apologies for absence were intimated on behalf of the following:-

Councillor A MacAlister
Councillor R Simon
Councillor J R Walsh

2. DECLARATIONS OF INTEREST

None

3. MINUTES

(a) MINUTES OF MEETING OF 6TH DECEMBER 2011

The Minutes of the Meeting of 6th December 2011 were approved as a correct record.

**4. PRESENTATION ON INVERLOCH TRANSPORT BY ALAN MACRAILD,
MANAGER**

Members heard from Alan MacRaid on the work carried out by Interloch Transport and the need for funding.

Decision

The Committee:

- i. Noted the details of the information provided
- ii. Agreed that the Head of Facility Services would supply Members with the full figures for all Bute & Cowal Community Transport initiatives in order for them to look into the funding gap Interloch Transport have.

5. COMMUNITY SERVICES

(a) SOCIAL WORK CHARGING POLICY

Members heard from the Service Development Manager on the new charging scheme for Community Based Care Services for financial year 2012/13.

Decision

The Committee noted the information in the report by the Service Development Manager.

(Reference: Report by the Service Development Manager – submitted)

(b) PRIMARY SCHOOL REPORT

The Committee heard from the Head Teacher, Kirn Primary School on the achievements of the primary schools in Bute and Cowal.

Decision

The Committee:-

- i. Noted the excellent work being undertaken in local primary schools and commended the pupils and staff for these outstanding achievements.
- ii. Asked for an officer from the Directorate to attend the next Area Committee meeting to answer service related questions.

(Reference: Report by the Quality Standards Manager – submitted)

6. DEVELOPMENT & INFRASTRUCTURE SERVICES

(a) MILTON BURN FLOOD PREVENTION SCHEME

Members heard a verbal update from the Area Governance Manager on the Milton Burn Flood Prevention Scheme.

Decision

The Committee noted the detail provided.

7. CUSTOMER SERVICES

(a) ROYAL NATIONAL MOD PARTNERSHIP

Members heard from the Area Governance Manager on the re-confirmation of the Local Council/Mod Partnership Working Group.

Decision

The Committee agreed to re-establish the Council/Mod Partnership Group, with the Members from the Area Committee to be Councillors Marshall, McQueen and McNaughton with Strathclyde Police also being a core member of the group.

(Reference: Report by the Area Governance Officer dated 24th November 2011 – submitted)

8. CHIEF EXECUTIVE

(a) AREA SCORECARD

Members heard from the Performance Manager on the proposals to improve the area performance management arrangements, incorporating the findings of the recent data selection workshop.

Decision

The Committee:-

- i. Noted the findings of the data selection.
- ii. Asked for the roads data to be split across Bute & Cowal.
- iii. Agreed to adopt the Area Scorecard.

(Reference: Report by the Performance Manager – submitted)

(b) UPDATE ON EMERGENCY PLANNING AFTER STORM

Members heard from the Area Governance Manager on the issues identified during the severe weather and prolonged power cuts during early January 2012.

Councillor Marshall commended front line staff and other services for their prompt action.

Decision

The Committee noted the issues identified and considered the role the communities might play in future emergency situations.

(Reference: Report by the Head of Improvement and HR – submitted)

9. PUBLIC AND COUNCILLOR QUESTION TIME

Anne Gabriel expressed her concerns over the amount of water lying in Milton Road after lorries are washed at the bakery. She also commented on the amount of pot holes in this vicinity. Members agreed this would be reported and the Police would look at the water situation.

Chief Inspector Mosley advised that there had been a slight increase in the fear of crime in the Cowal area after the Police carried out a public survey. He advised that they are one of the top divisions performing in Scotland with all targets being met. Robberies are down and of those that do happen there is a 100% detective rate, the detection of drugs is up and attempted murders/murders are down. Chief Inspector Mosley said that the Police will be looking at bogus callers and meter bypass crime in the spring and that parking issues will be added to the patrol plans. Chief Inspector Mosley said he had recently lost 8 staff and 8 new staff have arrived, he has lost a sergeant in Rothesay and is about to lose another one, these posts have been advertised and one has already been filled. Anti Social Behaviour is being solved and the Police have a good link with the ASBO Groups.

Councillor Marshall congratulated Chief Inspector Mosley on being the top division in Scotland. Councillor Marshall also asked about the Nursery Crhymes film being rolled out to the rest of Scotland and Chief Inspector Mosley advised there had been a few problems that have been sorted out.

Councillor McNaughton advised that the police presence at the Community Council meetings was making a big difference and Chief Inspector Mosley said that there had been a small problem with Police attending Dunoon Community Council but this has now been sorted.

10. EXEMPT ITEMS

EXEMPT PARAGRAPH

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

11. ATTIC FLAT, ARTHURLIE, 20 MOUNT PLEASANT ROAD, ROTHESAY

Members heard from the Estates Surveyor on an offer received to purchase the attic flat at Arthurlie, 20 Mount Pleasant Road, Rothesay.

Decision

The Committee:-

- i. Noted the contents of the report.
- ii. Agreed to instruct the Executive Director of Customer Services to conclude a direct sale to Mr Hutchings.

(Reference: Report by the Executive Director of Customer Services dated 24th January 2012 – submitted)

ARGYLL AND BUTE COUNCIL**BUTE & COWAL AREA COMMITTEE****DEVELOPMENT AND INFRASTRUCTURE
SERVICES****3 APRIL 2012**

**CIVIC GOVERNMENT (SCOTLAND) ACT 1982 – SECTION 97
STREET NAMING AND NUMBERING - SHORE ROAD, INNELLAN**

1 SUMMARY

- 1.1 Argyll and Bute Council has been advised of various addressing issues in Shore Road, Innellan and, as a result, addressing changes are proposed under the above Act.
- 1.2 This report details the issues raised, the consultation which took place, the representations received and the proposed addresses to be allocated to Shore Road.

2 RECOMMENDATION

- 2.1 It is recommended that the addresses listed at Appendix 2 are adopted as the official addresses for properties on Shore Road and the adjacent lanes.

3 DETAIL

- 3.1 Under Section 97 of the Civic Government (Scotland) Act 1982 the council can name any street to which the public has access and number properties on that street.
- 3.2 In fulfilling this role the council regularly takes enquiries about existing addresses as well as new streets and properties and in the last three years the council has received more enquiries about the numbering of Shore Road in Innellan than any other street in Argyll and Bute.
- 3.3 The main issue is that the Shore Road street name is in general use locally and has been for a long time but Royal Mail does not display Shore Road in all postcodes covering the road. Both Argyll and Bute Council (in the Corporate Address Gazetteer) and the Dunbartonshire & Argyll and Bute Valuation Joint Board (DABVJB) do include the street name in all addresses.
- 3.4 The Royal Mail postcode policy only allows one street name per postcode so “Shore Road” could be added to all postcodes covering the street where all properties are on Shore Road but this does not apply as several of the roads and lanes leading off Shore Road share a postcode. See Appendix 1 for a full list of the postcodes and how the proposed changes may affect them.
- 3.5 It has also been reported that delivery drivers have difficulty in finding properties on Shore Road, even when a postcode is provided. As Shore Road

is over two miles long and the largest postcode runs for half a mile this is not unexpected.

- 3.6 Property numbers have been allocated to Shore Road in the past but not all residents display the number on their property and many do not use the number at all when quoting their address.
- 3.7 The lanes off Shore Road and terraces on Shore Road are well signposted with council name plates but they are treated differently by Royal Mail. One of the smaller lanes, "Ferns Lane", has its own postcode but all of the others are lumped in with Shore Road postcodes.
- 3.8 The inability of delivery drivers to find an address may be an inconvenience for the delivery company and the resident but in an emergency situation where the driver is, for example, a new ambulance driver or a locum doctor it could be a life threatening delay.
- 3.9 For all of the above reasons the council must use its powers under the Civic Government (Scotland) Act 1982 to improve the situation and alleviate potential problems for residents.

CONSULTATION

- 3.10 A letter detailing the proposed numbering was sent to the owner/occupier at all addresses held in the Corporate Address Gazetteer for Shore Road and the adjacent lanes on 13 January 2012 and representations requested by 3 February 2012. A full report was also prepared and made available to residents on request. Only one request was received for the full report.
- 3.11 7 letters were returned undelivered as the properties were unable to receive mail – 5 vacant properties plus the Public Hall and Scout and Guide Hall.
- 3.12 A copy of the letter and report was emailed to all Dunoon Ward councillors, South Cowal Community Council, Royal Mail Major Address Change team and DABVJB.

RESPRESENTATIONS

- 3.13 From the 292 delivered letters representations were received from 15 residents – 11 in favour and 4 objections.
- 3.14 Site visits took place to look at the objections and the Corporate Address Gazetteer Team met with the residents to address the issues raised. A revised address acceptable to the council and the objector was achieved in all cases.
- 3.15 Royal Mail are happy with the proposed changes as it will improve the quality of the Postcode Address File (PAF). Royal Mail queried several individual addresses and a satisfactory response was provided for each query.
- 3.16 Royal Mail also advised that Ardyne Terrace and McLennan Cottages would remain on their current postcodes.

- 3.17 Royal Mail will record the numbers allocated to the properties and hold the house name as an 'alias'. This means that the address displayed on the Royal Mail website would be, for example, "130 Shore Road" rather than "Seaview, 130 Shore Road". "Seaview" would be held against number 130 in the Royal Mail Postcode Address File (PAF) but is only available for internal Royal Mail use – i.e. for the local delivery office. Other users of the Postcode Address File will only see "130 Shore Road".
- 3.18 Finally, Royal Mail noted that the proposals will have an effect on Pier Road addresses. Royal Mail will contact the four addresses on Pier Road which will require a postcode change.
- 3.19 DABVJB are happy to follow the suggested renumbering but would prefer to amend the Council Tax List and the Electoral Register (ER) in tandem in the autumn to coincide with the new ER published in early December.
- 3.20 DABVJB also commented on six non-addressable properties which they would like numbered based on their actual location. Numbers are allocated as follows:
- Car Park (Innellan Pier) – 50
 - Septic Tank 1 (Scottish Water) – 73F
 - Septic Tank 2 (Scottish Water) – 93F
 - Public Toilet (Sandy Beach) – 117F
 - Car Park (Sandy Beach) – 117G
 - Septic Tank 3 (Scottish Water) – 126F

The suffixes applied to the numbers allow for further subdivision of the properties at 73, 93, 117 and 126, which would take priority over these non-addressable properties.

4 CONCLUSION

- 4.1 The renumbering will resolve many issues raised by residents and others uncovered during subsequent research and enquiries. The benefits will be:
- Shore Road can be quoted to all organisations requiring address information as it will appear in all addresses used by Argyll and Bute Council, Royal Mail and DABVJB.
 - There will be consistency of addressing in all the main address products and databases.
 - All addresses on Shore Road will be easier to locate if house numbers are used and displayed.
 - All lanes off Shore Road will be easier to locate (via Satellite Navigations systems, Google Maps etc.).
 - Residents should have fewer, if any, issues when ordering online goods or by telephone as all addresses will have a unique address.
 - Residents should have fewer, if any, issues with delivery of goods and services (particularly important for emergency services).

4.2 This exercise has attempted to resolve all the addressing issues on Shore Road but individual cases can still be investigated if further issues arise.

5 IMPLICATIONS

5.1 Policy None

5.2 Financial None

5.3 Personnel None

5.4 Equal Opportunities None

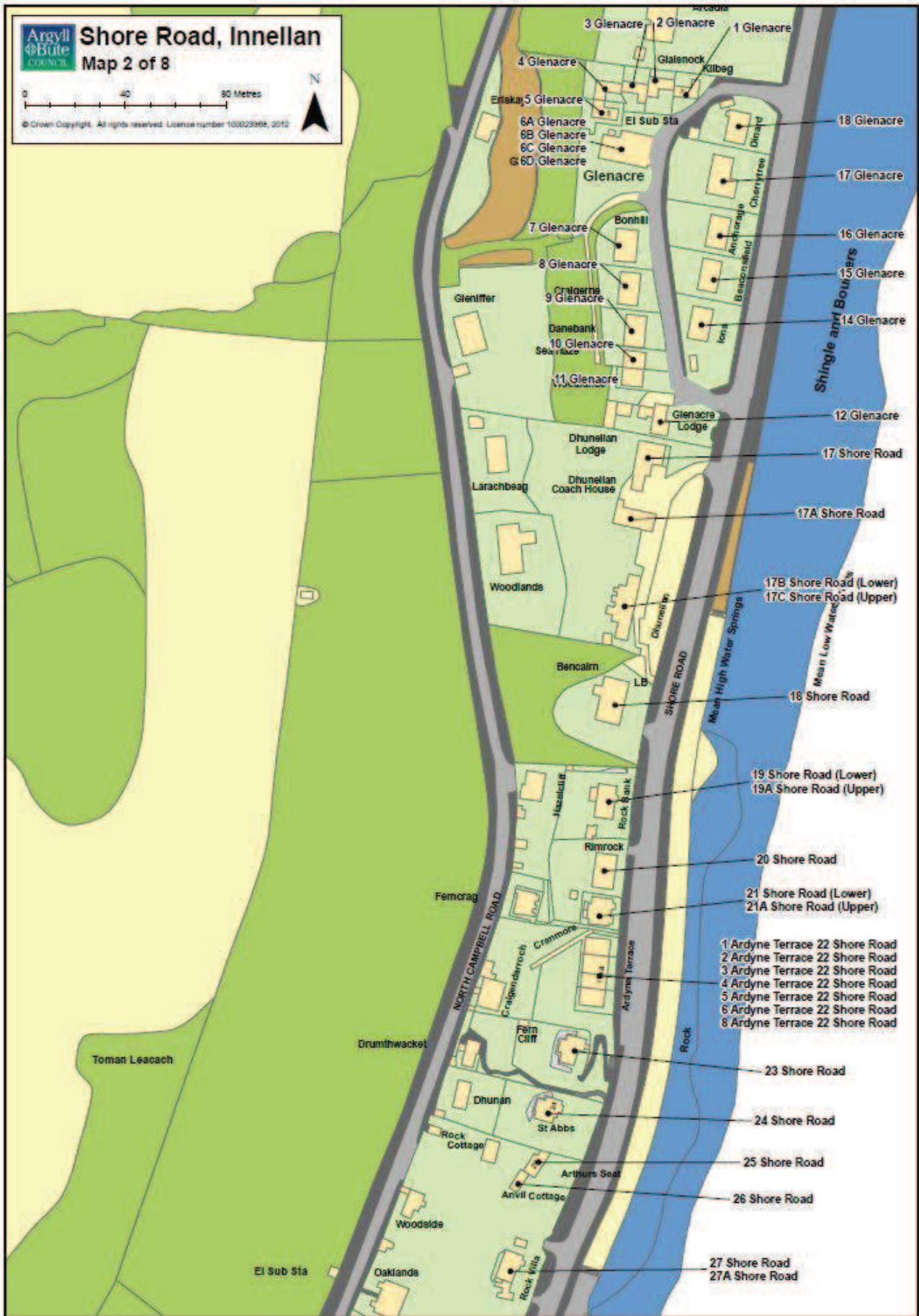
5.5 Legal Properties numbered in line with Section 97 of the Civic Government (Scotland) Act 1982.

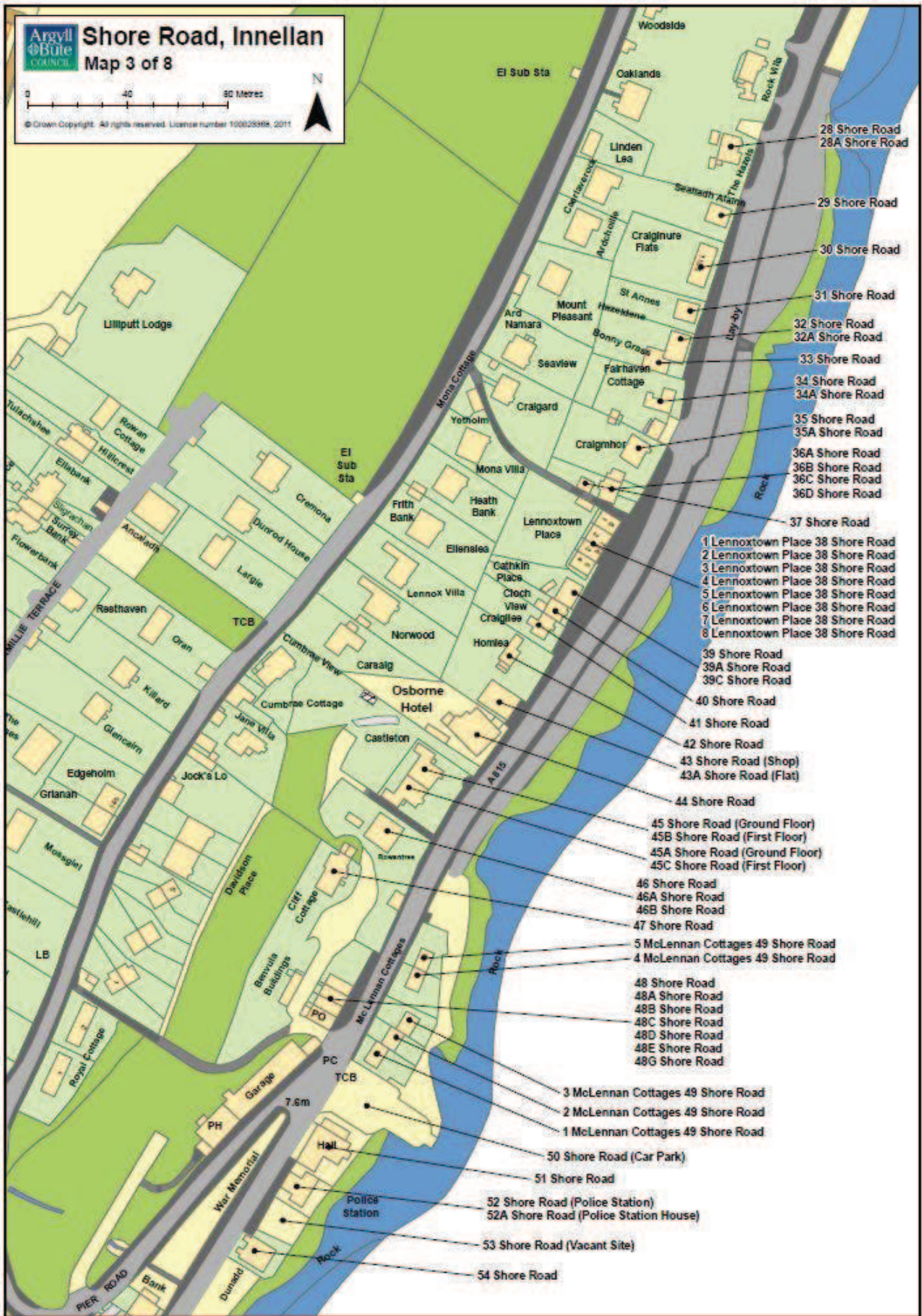
For further information contact:

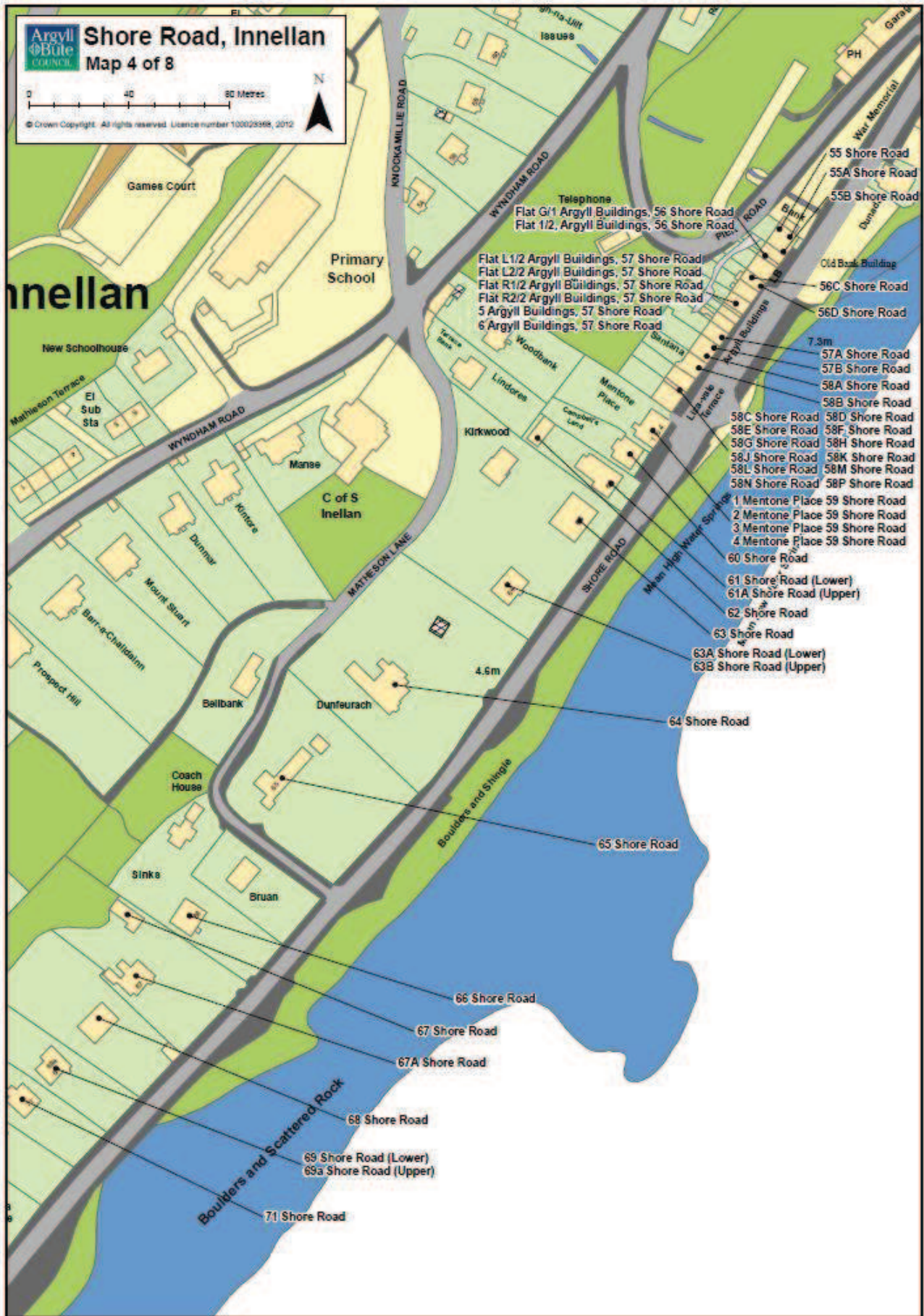
Graham Whitefield, Geographic Information Systems Manager on 01546 604144

Date: 9 March 2012



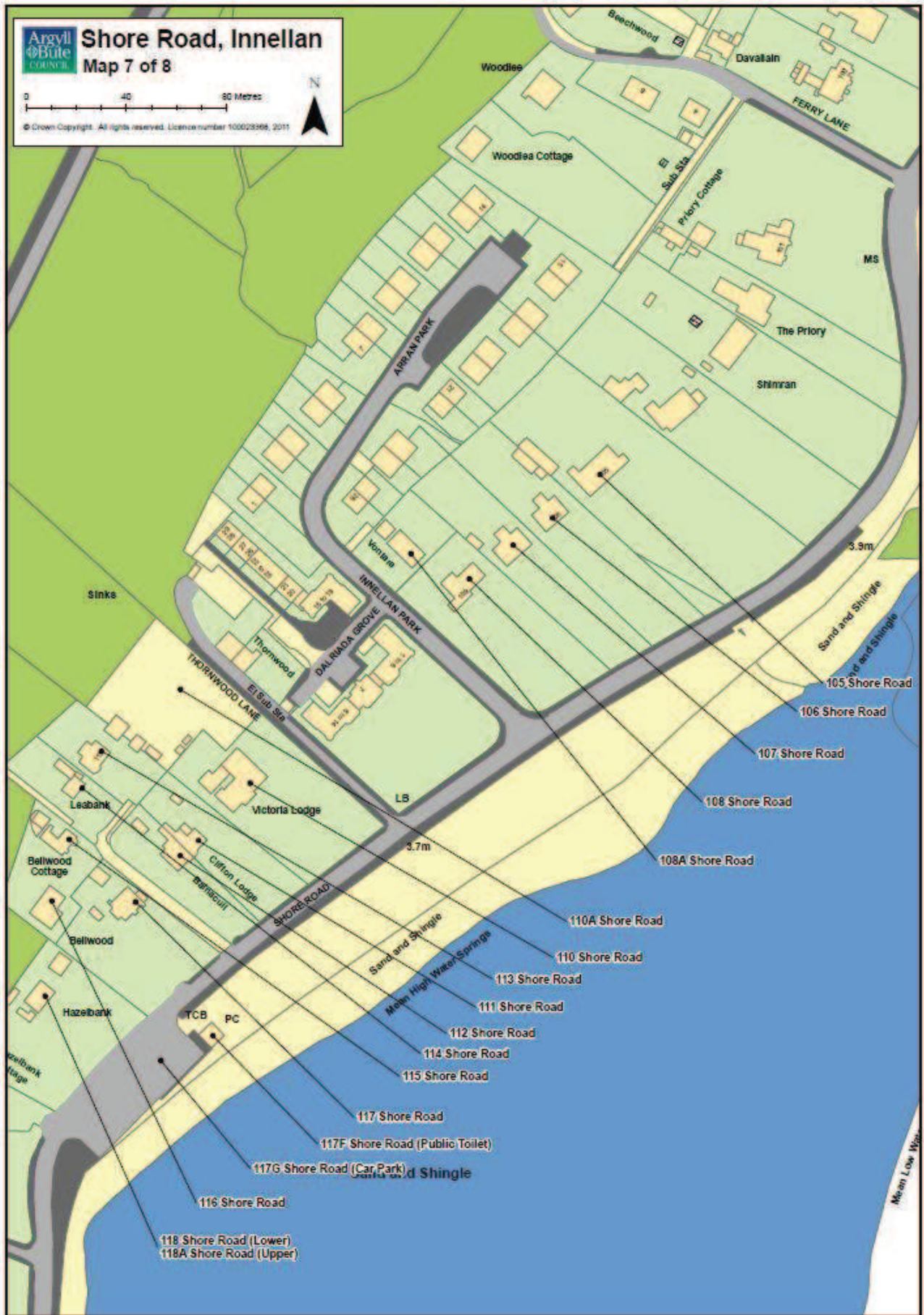














APPENDIX 1 – SHORE ROAD POSTCODES AT 1 NOVEMBER 2011

Postcode	Shore Road Properties	Other Properties	Change proposed
PA23 7TD	1-6	None – recently split from Cluniter Road	None
PA23 7TN	7-12	None	None
PA23 7TL	14-35	Glenacre (20 properties)	1 - Shore Road added 2 - New postcode for Glenacre
PA23 7TJ	36-49	None	Shore Road added
PA23 7RF	38 Shore Road (1-8 Lennoxtown Place) only	None	38 Shore Road added to addresses
PA23 7TH	51-54	Pier Road (5 properties)	1 – Shore Road added 2 - New postcode for Pier Road
PA23 7TP	55-60	None	None
PA23 7TR	61-79 + Window Rock	Bruan, Matheson Lane	1 – Shore Road added 2 - Bruan moved to PA23 7TA 3 – Window Rock moved to PA23 7SS
PA23 7SN	80 & 80A only	Newton Road (odds – 8 properties)	80 & 80A moved to PA23 7SP
PA23 7SP	81-100	Trinity Lane (13 properties)	1 - Shore Road added 2 - New postcode for Trinity Lane
PA23 7SR	101-109 + Cherrytree, Glenacre	Ferry Lane (10 properties)	1 – Shore Road added 2 - New postcode for Ferry Lane 3 - Cherrytree moved to new Glenacre postcode
PA23 7SS	110-123	Thornwood Lane (6 properties) Fernlea, Ferns Lane	1 - New postcode for Thornwood Lane 2 - Fernlea, Ferns Lane moved to PA23 7TB
PA23 7TB	None	Ferns Lane	None
PA23 7SX	124-129	Faskally, 80 metres beyond Innellan/Toward settlement sign	1 – Shore Road added 2 - Faskally moved to a Toward postcode (PA23 7UA?)

APPENDIX 2 – LIST OF PROPOSED ADDRESSES

Proposed Address	Proposed RM PC	Alternative / Alias	Current CAG Address	Notes
1 Shore Road	PA23 7TD	Ground Floor Flat, Stormont	Stormont Ground Floor Flat 1 Shore Road, Innellan PA23 7TD	
1A Shore Road	PA23 7TD	Middle Flat, Stormont	Stormont Middle Flat 1A Shore Road, Innellan PA23 7TD	
1B Shore Road	PA23 7TD	Top Flat, Stormont	Stormont Top Flat 1B Shore Road, Innellan PA23 7TD	
2 Shore Road	PA23 7TD	Altamont	Altamont Shore Road, Innellan PA23 7TD	
3 Shore Road	PA23 7TD		3 Shore Road, Innellan PA23 7TD	
4 Shore Road	PA23 7TD	Overwood	Overwood 4 Shore Road, Innellan PA23 7TD	
5 Shore Road	PA23 7TD		5 Shore Road, Innellan PA23 7TD	
6 Shore Road	PA23 7TD	Goldenlea	Goldenlea Shore Road, Innellan PA23 7TD	
7 Shore Road	PA23 7TN	Ladybank	Ladybank Shore Road, Innellan PA23 7TN	
8 Shore Road	PA23 7TN	Marvido	Marvido Shore Road, Innellan PA23 7TN	
9 Shore Road	PA23 7TN	Nauru	Nauru Shore Road, Innellan PA23 7TN	
10 Shore Road	PA23 7TN	Heathfield	Heathfield Shore Road, Innellan PA23 7TN	Support
11 Shore Road	PA23 7TN	Chirnside	Chirnside Cottage Shore Road, Innellan PA23 7TN	
11A Shore Road	PA23 7TN	Chirnside Coach House	Chirnside Coach House Shore Road, Innellan PA23 7TN	
12 Shore Road	PA23 7TN	Cluniter	Cluniter Shore Road, Innellan PA23 7TN	
12A Shore Road	PA23 7TN	Cluniter Cottage	Cluniter Cottage Shore Road, Innellan PA23 7TN	
14 Shore Road	PA23 7TL	Avoca	Avoca Shore Road, Innellan PA23 7TL	

Proposed Address	Proposed RM PC	Alternative / Alias	Current CAG Address	Notes
15 Shore Road	PA23 7TL	Acadia	Acadia Shore Road, Innellan PA23 7TL	
1 Glenacre	NEW	Balglass	Balglass 1 Glenacre, Innellan PA23 7TL	
2 Glenacre	NEW	Glaisnock	Glaisnock Glenacre, Innellan PA23 7TL	
3 Glenacre	NEW		3 Glenacre, Innellan PA23 7TL	
4 Glenacre	NEW		4 Glenacre, Innellan PA23 7TL	
5 Glenacre	NEW		5 Glenacre, Innellan PA23 7TL	
6A Glenacre	NEW	Flat 1 Glenacre House	Flat 1 Glenacre House Glenacre, Innellan PA23 7TL	
6B Glenacre	NEW	Flat 2 Glenacre House	Glenacre 16C Glenacre, Innellan PA23 7TL	Returned
6C Glenacre	NEW	Flat 3 Glenacre House	Flat 3 Glenacre House Glenacre, Innellan PA23 7TL	
6D Glenacre	NEW	Flat 4 Glenacre House	Upper Floor Flat 4 Glenacre House Glenacre, Innellan PA23 7TL	
7 Glenacre	NEW	Bonhill	Bonhill Glenacre, Innellan PA23 7TL	
8 Glenacre	NEW	Craigerne	Craigerne Glenacre, Innellan PA23 7TL	
9 Glenacre	NEW	Dane Bank	Dane Bank Glenacre, Innellan PA23 7TL	
10 Glenacre	NEW	Sea Haze	Sea Haze Glenacre, Innellan PA23 7TL	
11 Glenacre	NEW	Woodlands	Woodlands Glenacre, Innellan PA23 7TL	
12 Glenacre	NEW	Glenacre Lodge	Glenacre Lodge Glenacre, Innellan PA23 7TL	Returned
14 Glenacre	NEW	Iona	Iona Glenacre, Innellan PA23 7TL	
15 Glenacre	NEW	Beaconsfield	Beaconsfield Glenacre, Innellan PA23 7TL	

Proposed Address	Proposed RM PC	Alternative / Alias	Current CAG Address	Notes
16 Glenacre	NEW	Anchorage	Anchorage Glenacre, Innellan PA23 7TL	
17 Glenacre	NEW	Cherrytree	Cherrytree Glenacre, Innellan PA23 7TL	
18 Glenacre	NEW	Dinard	Dinard Glenacre, Innellan PA23 7TL	
17 Shore Road	PA23 7TL	Dhunellan Lodge	Dhunellan Lodge Shore Road, Innellan PA23 7TL	
17A Shore Road	PA23 7TL	Dhunellan Coach House	Dhunellan Coach House Shore Road, Innellan PA23 7TL	
17B Shore Road	PA23 7TL	Dhunellan House Lower	Bottom Flat Dhunellan House Shore Road, Innellan PA23 7TL	
17C Shore Road	PA23 7TL	Dhunellan House Upper	Top Flat Dhunellan House Shore Road, Innellan PA23 7TL	
18 Shore Road	PA23 7TL	Bencaim	Bencaim Shore Road, Innellan PA23 7TL	
19 Shore Road	PA23 7TL	1 Rockbank	Rockbank 19A Shore Road, Innellan PA23 7TL	
19A Shore Road	PA23 7TL	2 Rockbank	Rockbank 19B Shore Road, Innellan PA23 7TL	
20 Shore Road	PA23 7TL	Rimrock	Rimrock 20 Shore Road, Innellan PA23 7TL	
21 Shore Road	PA23 7TL	Canmore	Canmore Shore Road, Innellan PA23 7TL	
21A Shore Road	PA23 7TL	Lynton	Lynton 21A Shore Road, Innellan PA23 7TL	
1 Ardyne Terrace 22 Shore Road	PA23 7TL		1 Ardyne Terrace Shore Road, Innellan PA23 7TL	
2 Ardyne Terrace 22 Shore Road	PA23 7TL		2 Ardyne Terrace Shore Road, Innellan PA23 7TL	
3 Ardyne Terrace 22 Shore Road	PA23 7TL		3 Ardyne Terrace Shore Road, Innellan PA23 7TL	
4 Ardyne Terrace 22 Shore Road	PA23 7TL		4 Ardyne Terrace Shore Road, Innellan PA23 7TL	
5 Ardyne Terrace 22 Shore Road	PA23 7TL		5 Ardyne Terrace Shore Road, Innellan PA23 7TL	

Proposed Address	Proposed RM PC	Alternative / Alias	Current CAG Address	Notes
6 Ardyne Terrace 22 Shore Road	PA23 7TL		6 Ardyne Terrace Shore Road, Innellan PA23 7TL	
8 Ardyne Terrace 22 Shore Road	PA23 7TL		8 Ardyne Terrace Shore Road, Innellan PA23 7TL	Support
23 Shore Road	PA23 7TL	Fernclyff	Fernclyff Shore Road, Innellan PA23 7TL	
24 Shore Road	PA23 7TL	St Abbs	St Abbs Shore Road, Innellan PA23 7TL	
25 Shore Road	PA23 7TL	Arthurs Seat	Arthurs Seat Shore Road, Innellan PA23 7TL	
26 Shore Road	PA23 7TL	Anvil Cottage	Anvil Cottage Shore Road, Innellan PA23 7TL	
27 Shore Road	PA23 7TL	1 Rock Villa	Rock Villa 27 Shore Road, Innellan PA23 7TL	
27A Shore Road	PA23 7TL	2 Rock Villa	Rock Villa 27A Shore Road, Innellan PA23 7TL	
28 Shore Road	PA23 7TL	Lower Flat, The Hazels	The Hazels 28 Shore Road, Innellan PA23 7TL	Support
28A Shore Road	PA23 7TL	Upper Flat, The Hazels	The Hazels 28A Shore Road, Innellan PA23 7TL	
29 Shore Road	PA23 7TL	Glen Artney	29 Shore Road, Innellan PA23 7TL	
1 Craignure 30 Shore Road	PA23 7TL		Flat 1 Craignure Shore Road, Innellan PA23 7TL	
2 Craignure 30 Shore Road	PA23 7TL		Flat 2 Craignure Shore Road, Innellan PA23 7TL	
3 Craignure 30 Shore Road	PA23 7TL		Flat 3 Craignure Shore Road, Innellan PA23 7TL	
4 Craignure 30 Shore Road	PA23 7TL		Flat 4 Craignure Shore Road, Innellan PA23 7TL	
5 Craignure 30 Shore Road	PA23 7TL		Flat 5 Craignure Shore Road, Innellan PA23 7TL	
31 Shore Road	PA23 7TL	St Annes	St Annes Shore Road, Innellan PA23 7TL	
32 Shore Road	PA23 7TL	Lower Flat, Hazeldene	Hazeldene 32 Shore Road, Innellan PA23 7TL	Support

Proposed Address	Proposed RM PC	Alternative / Alias	Current CAG Address	Notes
32A Shore Road	PA23 7TL	Top Flat, Hazeldene	Hazeldene 32A Shore Road, Innellan PA23 7TL	
33 Shore Road	PA23 7TL	Bonnygrass	Bonnygrass Shore Road, Innellan PA23 7TL	
34 Shore Road	PA23 7TL	Fairhaven Cottage	Fairhaven Cottage 34 Shore Road, Innellan PA23 7TL	
34A Shore Road	PA23 7TL	Melody Cottage	Melody Cottage Shore Road, Innellan PA23 7TL	
35 Shore Road	PA23 7TL	Lower Flat, Craigmhor	Craigmhor Cottage 35 Shore Road, Innellan PA23 7TL	
35A Shore Road	PA23 7TL	Top Flat, Craigmhor	Craigmhor 35A Shore Road, Innellan PA23 7TL	
36A Shore Road	PA23 7TJ	Columbia House	Columbia House 36A Shore Road, Innellan PA23 7TJ	
36B Shore Road	PA23 7TJ	Columbia House	Columbia House 36B Shore Road, Innellan PA23 7TJ	Support
36C Shore Road	PA23 7TJ	Columbia House	Columbia House 36C Shore Road, Innellan PA23 7TJ	
36D Shore Road	PA23 7TJ	Columbia House	Columbia House 36D Shore Road, Innellan PA23 7TJ	
37 Shore Road	PA23 7TJ	Glenlean Cottage	Glenlean Cottage Shore Road, Innellan PA23 7TJ	
1 Lennoxtown Place 38 Shore Road	PA23 7RF		1 Lennoxtown Place Shore Road, Innellan PA23 7RF	
2 Lennoxtown Place 38 Shore Road	PA23 7RF		2 Lennoxtown Place Shore Road, Innellan PA23 7RF	
3 Lennoxtown Place 38 Shore Road	PA23 7RF		3 Lennoxtown Place Shore Road, Innellan PA23 7RF	
4 Lennoxtown Place 38 Shore Road	PA23 7RF		4 Lennoxtown Place Shore Road, Innellan PA23 7RF	
5 Lennoxtown Place 38 Shore Road	PA23 7RF		5 Lennoxtown Place Shore Road, Innellan PA23 7RF	
6 Lennoxtown Place 38 Shore Road	PA23 7RF		6 Lennoxtown Place Shore Road, Innellan PA23 7RF	
7 Lennoxtown Place 38 Shore Road	PA23 7RF		7 Lennoxtown Place Shore Road, Innellan PA23 7RF	

Proposed Address	Proposed RM PC	Alternative / Alias	Current CAG Address	Notes
8 Lennoxtown Place 38 Shore Road	PA23 7RF		8 Lennoxtown Place Shore Road, Innellan PA23 7RF	
39 Shore Road	PA23 7TJ	Cathkin Place	Cathkin Place 39 Shore Road, Innellan PA23 7TJ	
39A Shore Road	PA23 7TJ	Cathkin Place	Cathkin Place 39A Shore Road, Innellan PA23 7TJ	
39C Shore Road	PA23 7TJ	Cathkin Place	Cathkin Place 39C Shore Road, Innellan PA23 7TJ	
40 Shore Road	PA23 7TJ	Cloch View Cottage	Cloch View Cottage Shore Road, Innellan PA23 7TJ	
41 Shore Road	PA23 7TJ	Craigielea Cottage	Craigielea Cottage Shore Road, Innellan PA23 7TJ	
42 Shore Road	PA23 7TJ	Holmlea Cottage	Holmlea Cottage Shore Road, Innellan PA23 7TJ	
43 Shore Road	PA23 7TJ		43 Shore Road, Innellan PA23 7TJ	Derelict
43A Shore Road	PA23 7TJ		Prospect Place The Lido Shore Road, Innellan PA23 7TJ	Derelict
44 Shore Road	PA23 7TJ	Osborne Hotel	Osborne Hotel Shore Road, Innellan PA23 7TJ	
45 Shore Road	PA23 7TJ	Lower Flat, Castleton North	Castleton 45 Shore Road, Innellan PA23 7TJ	
45A Shore Road	PA23 7TJ	Lower Flat, Castleton South	Castleton 45A Shore Road, Innellan PA23 7TJ	
45B Shore Road	PA23 7TJ	Top Flat, Castleton North	Castleton North 45B Shore Road, Innellan PA23 7TJ	
45C Shore Road	PA23 7TJ	Top Flat, Castleton South	Castleton South 45C Shore Road, Innellan PA23 7TJ	
46 Shore Road	PA23 7TJ	Lower Flat, Castleton Villa	Castleton Villa 46 Shore Road, Innellan PA23 7TJ	
46A Shore Road	PA23 7TJ	Upper Flat, Castleton Villa	Castleton Villa 46A Shore Road, Innellan PA23 7TJ	
46B Shore Road	PA23 7TJ	Rowantree	Rowantree 46B Shore Road, Innellan PA23 7TJ	
47 Shore Road	PA23 7TJ	Cliff Cottage	Cliff Cottage Shore Road, Innellan PA23 7TJ	

Proposed Address	Proposed RM PC	Alternative / Alias	Current CAG Address	Notes
48 Shore Road	PA23 7TJ	Benvula	Benvula 48 Shore Road, Innellan PA23 7TJ	
48A Shore Road	PA23 7TJ	Benvula	Benvula 48A Shore Road, Innellan PA23 7TJ	
48B Shore Road	PA23 7TJ	Benvula	Benvula 48B Shore Road, Innellan PA23 7TJ	
48C Shore Road	PA23 7TJ	Benvula	Benvula 48C Shore Road, Innellan PA23 7TJ	
48D Shore Road	PA23 7TJ	Benvula	Benvula 48D Shore Road, Innellan PA23 7TJ	
48E Shore Road	PA23 7TJ	Benvula	Benvula 48E Shore Road, Innellan PA23 7TJ	
48G Shore Road	PA23 7TJ	Benvula	Benvula Buildings 48G Shore Road, Innellan PA23 7TJ	
1 McLennan Cottages 49 Shore Road	PA23 7TJ		1 McLennan Cottages Shore Road, Innellan PA23 7TJ	
2 McLennan Cottages 49 Shore Road	PA23 7TJ		2 McLennan Cottages Shore Road, Innellan PA23 7TJ	
3 McLennan Cottages 49 Shore Road	PA23 7TJ		3 McLennan Cottages Shore Road, Innellan PA23 7TJ	
4 McLennan Cottages 49 Shore Road	PA23 7TJ		4 McLennan Cottages Shore Road, Innellan PA23 7TJ	
5 McLennan Cottages 49 Shore Road	PA23 7TJ		5 McLennan Cottages Shore Road, Innellan PA23 7TJ	
51 Shore Road	PA23 7TH	Innellan Public Hall	51 Shore Road, Innellan PA23 7TH	Returned (Public Hall)
52 Shore Road	PA23 7TH	Strathclyde Police, Innellan Police Station	52 Shore Road, Innellan PA23 7TH	
52A Shore Road	PA23 7TH	Police House	52A Shore Road, Innellan PA23 7TH	
53 Shore Road	Vacant Site		Former Mcewans Garage Shore Road, Innellan	Number reserved for vacant site
54 Shore Road	PA23 7TH	Dunadd	Dunadd 54 Shore Road, Innellan PA23 7TH	
55 Shore Road	PA23 7TP	Old Bank House	Bank House Shore Road, Innellan PA23 7TP	

Proposed Address	Proposed RM PC	Alternative / Alias	Current CAG Address	Notes
55A Shore Road	PA23 7TP	Murray Cormack Associates, Old Bank House	Old Bank House Shore Road, Innellan PA23 7TP	
55B Shore Road	PA23 7TP		Shop Argyll Place Shore Road, Innellan PA23 7TP	
Flat G/1, Argyll Buildings 56 Shore Road	PA23 7TP		Argyll Place 56A Shore Road, Innellan PA23 7TP	Revised after site visit
Flat 1/2, Argyll Buildings, 56 Shore Road	PA23 7TP		Argyll Buildings Flat 1/2 56B Shore Road, Innellan PA23 7TP	Objection - revised after consultation with resident
56C Shore Road	PA23 7TP		Argyll Place 56C Shore Road, Innellan PA23 7TP	
56D Shore Road	PA23 7TP		Flat 1 56D Shore Road, Innellan PA23 7TP	
57A Shore Road	PA23 7TP		Argyll Buildings 57A Shore Road, Innellan PA23 7TP	
57B Shore Road	PA23 7TP		57B Shore Road, Innellan PA23 7TP	
Flat R1/1, Argyll Buildings 57 Shore Road	PA23 7TP	1 Argyll Buildings	1 Argyll Buildings 57A Shore Road, Innellan PA23 7TP	Revised after site visit
Flat R1/2, Argyll Buildings 57 Shore Road	PA23 7TP	2 Argyll Buildings	Argyll Buildings 57B Shore Road, Innellan PA23 7TP	Revised after site visit
Flat L1/1, Argyll Buildings 57 Shore Road	PA23 7TP	3 Argyll Buildings	Argyll Buildings 57D Shore Road, Innellan PA23 7TP	Revised after site visit
Flat L1/2, Argyll Buildings 57 Shore Road	PA23 7TP	4 Argyll Buildings	Argyll Buildings Left 2 57E Shore Road, Innellan PA23 7TP	Revised after site visit
5 Argyll Buildings, 57 Shore Road	PA23 7TP		57 Argyll Buildings Shore Road, Innellan PA23 7TP	Objection - revised after consultation with resident
6 Argyll Buildings, 57 Shore Road	PA23 7TP	Marple House	Marple House Argyll Buildings 57 Shore Road, Innellan PA23 7TP	Revised after site visit
58A Shore Road	PA23 7TP	Lizavale Terrace	58A Shore Road, Innellan PA23 7TP	
58B Shore Road	PA23 7TP	Lizavale Terrace	Lizavale Terrace 58B Shore Road, Innellan PA23 7TP	
58C Shore Road	PA23 7TP	Lizavale Terrace	Lizavale Terrace 58C Shore Road, Innellan PA23 7TP	
58D Shore Road	PA23 7TP	Lizavale Terrace	Lizavale Terrace Flat 101 58D Shore Road, Innellan PA23 7TP	

Proposed Address	Proposed RM PC	Alternative / Alias	Current CAG Address	Notes
58E Shore Road	PA23 7TP	Lizavale Terrace	Lizavale Terrace 58E Shore Road, Innellan PA23 7TP	
58F Shore Road	PA23 7TP	Lizavale Terrace	Lizavale Terrace 58F Shore Road, Innellan PA23 7TP	
58G Shore Road	PA23 7TP	Lizavale Terrace	Santana Lizavale Terrace 58G Shore Road, Innellan PA23 7TP	
58H Shore Road	PA23 7TP	Lizavale Terrace	Lizavale Terrace Flat 2/1 58H Shore Road, Innellan PA23 7TP	
58J Shore Road	PA23 7TP	Lizavale Terrace	Lizavale Terrace Flat 202 58J Shore Road, Innellan PA23 7TP	
58K Shore Road	PA23 7TP	Lizavale Terrace	Lizavale Terrace 58K Shore Road, Innellan PA23 7TP	
58L Shore Road	PA23 7TP	Lizavale Terrace	Lizavale Terrace 58L Shore Road, Innellan PA23 7TP	
58M Shore Road	PA23 7TP	Lizavale Terrace	Lizavale Terrace 58M Shore Road, Innellan PA23 7TP	
58N Shore Road	PA23 7TP	Lizavale Terrace	1 Lizavale Terrace 58 Shore Road, Innellan PA23 7TP	
58P Shore Road	PA23 7TP	Lizavale Terrace	Dunmovin Lizavale Terrace 58P Shore Road, Innellan PA23 7TP	
1 Mentone Place 59 Shore Road	PA23 7TP		1 Mentone Place, Innellan PA23 7TP	
2 Mentone Place 59 Shore Road	PA23 7TP		2 Mentone Place, Innellan PA23 7TP	
3 Mentone Place 59 Shore Road	PA23 7TP		3 Mentone Place, Innellan PA23 7TP	
4 Mentone Place 59 Shore Road	PA23 7TP		4 Mentone Place, Innellan PA23 7TP	
60 Shore Road	PA23 7TP	Campbells Land	60 Shore Road, Innellan PA23 7TP	
61 Shore Road	PA23 7TR	Lower Flat, Ingleneuk	Ingleneuk Lower Flat 61 Shore Road, Innellan PA23 7TR	
61A Shore Road	PA23 7TR	Upper Flat, Ingleneuk	Ingleneuk Upper Flat 61A Shore Road, Innellan PA23 7TR	
62 Shore Road	PA23 7TR	Petersburgh Cottage	Petersburgh Cottage 62 Shore Road, Innellan PA23 7TR	Returned

Proposed Address	Proposed RM PC	Alternative / Alias	Current CAG Address	Notes
63 Shore Road	PA23 7TR	Ashburne Lodge	63 Shore Road, Innellan PA23 7TR	
63A Shore Road	PA23 7TR	Lower Flat, Clyde Cottage	Lower Flat Clyde Cottage Shore Road, Innellan PA23 7TR	
63B Shore Road	PA23 7TR	Upper Flat, Clyde Cottage	Upper Flat Clyde Cottage Shore Road, Innellan PA23 7TR	
64 Shore Road	PA23 7TR	Dunfeurach	Dunfeurach Shore Road, Innellan PA23 7TR	
65 Shore Road	PA23 7TR	Gambeila	Gambeila Shore Road, Innellan PA23 7TR	
Bruan Matheson Lane	PA23 7TA		Bruan Matheson Lane, Innellan PA23 7TR	
66 Shore Road	PA23 7TR	Briar Brae	66 Shore Road, Innellan PA23 7TR	
67 Shore Road	PA23 7TR	Wyndham Bank Cottage	Wyndham Bank Cottage, 67 Shore Road, Innellan PA23 7TR	Old cottage at rear reinstated as 67.
67A Shore Road	PA23 7TR	Wyndham Bank	Wyndham Bank 67A Shore Road, Innellan PA23 7TR	Main house to remain as 67A
68 Shore Road	PA23 7TR	Ardtur	68 Shore Road, Innellan PA23 7TR	
69 Shore Road	PA23 7TR	Gordonston	69 Shore Road, Innellan PA23 7TR	
69A Shore Road	PA23 7TR	Eglinton	69A Shore Road, Innellan PA23 7TR	
70 Shore Road	PA23 7TR	Corsach	70 Shore Road, Innellan PA23 7TR	
72 Shore Road	PA23 7TR	Dalcamond House	72 Shore Road, Innellan PA23 7TR	
73 Shore Road	PA23 7TR	Joppa House	Joppa House 73 Shore Road, Innellan PA23 7TR	
73A Shore Road	PA23 7TR	Joppa House	Joppa House 73A Shore Road, Innellan PA23 7TR	
73B Shore Road	PA23 7TR	Joppa Cottage	Joppa Cottage Shore Road, Innellan PA23 7TR	
74 Shore Road	PA23 7TR	Seaford Cottage Mid Terrace	Seaford Cottage Mid Terrace 74 Shore Road, Innellan PA23 7TR	

Proposed Address	Proposed RM PC	Alternative / Alias	Current CAG Address	Notes
74A Shore Road	PA23 7TR	1 Seaford Cottage	Seaford Cottages 74A Shore Road, Innellan PA23 7TR	
74B Shore Road	PA23 7TR	2 Seaford Cottage	Seaford Cottages 74B Shore Road, Innellan PA23 7TR	
74C Shore Road	PA23 7TR	Seaford	Seaford House 74C Shore Road, Innellan PA23 7TR	
74D Shore Road	PA23 7TR	Seaford House	Seaford House 74D Shore Road, Innellan PA23 7TR	
74E Shore Road	PA23 7TR	Seaford Cottage	Seaford Cottage 74E Shore Road, Innellan PA23 7TR	Support
75 Shore Road	PA23 7TR	Struan	75 Shore Road, Innellan PA23 7TR	
76 Shore Road	PA23 7TR	Auchnastruan	Auchnastruan Shore Road, Innellan PA23 7TR	
77 Shore Road	PA23 7TR	Primrose Bank	Primrose Bank 77 Shore Road, Innellan PA23 7TR	
77A Shore Road	PA23 7TR	Primrose Bank	Primrose Bank 77A Shore Road, Innellan PA23 7TR	
78 Shore Road	PA23 7TR	Alandale	Alandale 78 Shore Road, Innellan PA23 7TR	
78A Shore Road	PA23 7TR	Alandale	Alandale 78A Shore Road, Innellan PA23 7TR	
79 Shore Road	PA23 7TR	Hansville	Hansville Shore Road, Innellan PA23 7TR	
80 Shore Road	PA23 7SP	Rockvale	Rockvale 80 Shore Road, Innellan PA23 7SN	Postcode change – PA23 7SN to PA23 7SP
80A Shore Road	PA23 7SP	Rockvale	Rockvale 80A Shore Road, Innellan PA23 7SN	Postcode change – PA23 7SN to PA23 7SP - Support
81 Shore Road	PA23 7SP	Collingwood	Collingwood 81 Shore Road, Innellan PA23 7SP	
81A Shore Road	PA23 7SP	Collingwood	Collingwood 81A Shore Road, Innellan PA23 7SP	
82 Shore Road	PA23 7SP	Airlie	Airlie Shore Road, Innellan PA23 7SP	
83 Shore Road	PA23 7SP	Myrtles Cottage	Myrtles Cottage Shore Road, Innellan PA23 7SP	

Proposed Address	Proposed RM/PC	Alternative / Alias	Current CAG Address	Notes
84 Shore Road	PA23 7SP	St Marys	St Marys Shore Road, Innellan PA23 7SP	
85 Shore Road	PA23 7SP	Georgefield	85 Shore Road, Innellan PA23 7SP	
85A Shore Road	PA23 7SP	Tigh-na-mara	85A Shore Road, Innellan PA23 7SP	
86 Shore Road	PA23 7SP	Seabourne	Seabourne Shore Road, Innellan PA23 7SP	
87 Shore Road	PA23 7SP	Newton Bank	87 Shore Road, Innellan PA23 7SP	
88 Shore Road	PA23 7SP	Cherry Tree House	Cherry Tree House 89 Shore Road, Innellan PA23 7SP	
1 Braemar, 89 Shore Road	PA23 7SP		Braemar 89 Shore Road, Innellan PA23 7SP	Revised after site visit
2 Braemar, 89 Shore Road	PA23 7SP		89 Shore Road, Innellan PA23 7SP	Objection - revised after consultation with resident
Lilybank Cottage, 89 Shore Road	PA23 7SP		Lilybank Cottage 89 Shore Road, Innellan PA23 7SP	Objection - revised after consultation with resident
89C Shore Road	PA23 7SP	Cameron Lodge	Cameron Lodge 89C Shore Road, Innellan PA23 7SP	
89D Shore Road	PA23 7SP	Braemar Cottage	Braemar Cottage Shore Road, Innellan PA23 7SP	
89E Shore Road	PA23 7SP	Corraith Villa	Corraith Villa Shore Road, Innellan PA23 7SP	
90 Shore Road	PA23 7SP	Hakadaddi	90 Shore Road, Innellan PA23 7SP	
91 Shore Road	PA23 7SP	Springfield	Springfield 91A Shore Road, Innellan PA23 7SP	
92 Shore Road	PA23 7SP	Newton Linn Lower South	Newton Linn Lower South 92 Shore Road, Innellan PA23 7SP	
92A Shore Road	PA23 7SP	Newton Linn Bottom North	Newton Linn Bottom North 92A Shore Road, Innellan PA23 7SP	
92B Shore Road	PA23 7SP	Newton Linn	Newton Linn 92B Shore Road, Innellan PA23 7SP	
92C Shore Road	PA23 7SP	Newton Linn	Newton Linn 92C Shore Road, Innellan PA23 7SP	

Proposed Address	Proposed RM PC	Alternative / Alias	Current CAG Address	Notes
93 Shore Road	PA23 7SP	Holyrood	Holyrood 93 Shore Road, Innellan PA23 7SP	
93A Shore Road	PA23 7SP	Holyrood	Holyrood 93A Shore Road, Innellan PA23 7SP	
94 Shore Road	PA23 7SP	Melbourne	Melbourne Shore Road, Innellan PA23 7SP	Returned
95 Shore Road	PA23 7SP	Gowanlea	Gowanlea Shore Road, Innellan PA23 7SP	
96 Shore Road	PA23 7SP	Kingsley	Kingsley 96 Shore Road, Innellan PA23 7SP	
96A Shore Road	PA23 7SP	Kingsley	Kingsley 96A Shore Road, Innellan PA23 7SP	
Ashbank Trinity Lane	NEW		Ashbank Trinity Lane, Innellan PA23 7SP	New postcode for Trinity Lane
Kiona Trinity Lane	NEW		Kiona Trinity Lane, Innellan PA23 7SP	New postcode for Trinity Lane
Kingsley Cottage Trinity Lane	NEW		Kingsley Cottage Trinity Lane, Innellan PA23 7SP	New postcode for Trinity Lane
Murthly Cottage Trinity Lane	NEW		Murthly Cottage Trinity Lane, Innellan PA23 7SP	New postcode for Trinity Lane
Craigdhu Trinity Lane	NEW		Craigdhu Trinity Lane, Innellan PA23 7SP	New postcode for Trinity Lane
Ardeer Trinity Lane	NEW		Ardeer Trinity Lane, Innellan PA23 7SP	New postcode for Trinity Lane
Glencairn West 5 Trinity Lane	NEW		Glencairn West 5 Trinity Lane, Innellan PA23 7SP	New postcode for Trinity Lane
Glencairn West 5A Trinity Lane	NEW		Glencairn West 5A Trinity Lane, Innellan PA23 7SP	New postcode for Trinity Lane
Ashbank Cottage 6 Trinity Lane	NEW		Ashbank Cottage 6 Trinity Lane, Innellan PA23 7SP	New postcode for Trinity Lane
Branxholm Trinity Lane	NEW		Branxholm Trinity Lane, Innellan PA23 7SP	New postcode for Trinity Lane. Full report requested
Thorpe Dene Trinity Lane	NEW		Thorpe Dene Trinity Lane, Innellan PA23 7SP	New postcode for Trinity Lane
Machar Glen 11 Trinity Lane	NEW		Machar Glen 11 Trinity Lane, Innellan PA23 7SP	New postcode for Trinity Lane

Proposed Address	Proposed RM PC	Alternative / Alias	Current CAG Address	Notes
Machar Glen 11A Trinity Lane	NEW		Machar Glen 11A Trinity Lane, Innellan PA23 7SP	New postcode for Trinity Lane
12 Trinity Lane	NEW	Scout and Guide Hall	12 Trinity Lane, Innellan	New postcode for Trinity Lane. Returned – scout and guide hall
97 Shore Road	PA23 7SP	Cruachan	Cruachan Shore Road, Innellan PA23 7SP	
98 Shore Road	PA23 7SP	Innellan Bowling & Tennis Club	Innellan Bowling And Tennis Club Shore Road, Innellan PA23 7SP	
99 Shore Road	PA23 7SP	Garfferry	Garfferry 99 Shore Road, Innellan PA23 7SP	
99A Shore Road	PA23 7SP	Garfferry	Garfferry 99A Shore Road, Innellan PA23 7SP	
100 Shore Road	PA23 7SP	Manor Park	Manor Park 100 Shore Road, Innellan PA23 7SP	
Manor Park Ferry Lane	NEW		Manor Park Ferry Lane, Innellan PA23 7SR	New postcode for Ferry Lane
Priory Cottage Ferry Lane	NEW		Priory Cottage Ferry Lane, Innellan PA23 7SR	New postcode for Ferry Lane
Woodlee Cottage Ferry Lane	NEW		Woodlee Cottage Ferry Lane, Innellan PA23 7SR	New postcode for Ferry Lane
Davallain Ferry Lane	NEW		Davallain Ferry Lane, Innellan PA23 7SR	New postcode for Ferry Lane
Beinn Ruadh Ferry Lane	NEW		Beinn Ruadh Ferry Lane, Innellan PA23 7SR	New postcode for Ferry Lane
Glenburn Cottage Ferry Lane	NEW		Glenburn Cottage Ferry Lane, Innellan PA23 7SR	New postcode for Ferry Lane
Corlarach Ferry Lane	NEW		Corlarach Ferry Lane, Innellan PA23 7SR	New postcode for Ferry Lane
The Anchorage Ferry Lane	NEW		The Anchorage Ferry Lane, Innellan PA23 7SR	New postcode for Ferry Lane
Woodlee Ferry Lane	NEW		Woodlee Ferry Lane, Innellan PA23 7SR	New postcode for Ferry Lane
Beechwood Ferry Lane	NEW		Beechwood Ferry Lane, Innellan PA23 7SR	New postcode for Ferry Lane
Upper Flat Beechwood Ferry Lane	NEW		Upper Flat Beechwood Ferry Lane, Innellan PA23 7SR	New postcode for Ferry Lane

Proposed Address	Proposed RM PC	Alternative / Alias	Current CAG Address	Notes
101 Shore Road	PA23 7SR	Crossaig Lodge	Crossaig Lodge Shore Road, Innellan PA23 7SR	
102 Shore Road	PA23 7SR	Lower Flat, The Priory	Lower Flat The Priory Shore Road, Innellan PA23 7SR	
102A Shore Road	PA23 7SR	Top Flat, The Priory	Top Flat The Priory Shore Road, Innellan PA23 7SR	
103 Shore Road	PA23 7SR	Shimran	Shimran 103 Shore Road, Innellan PA23 7SR	Support
104 Shore Road	PA23 7SR	Allan Park	Allan Park 104 Shore Road, Innellan PA23 7SR	
104A Shore Road	PA23 7SR	Allan Park	Allan Park 104A Shore Road, Innellan PA23 7SR	
104B Shore Road	PA23 7SR	Allan Park	Allan Park 104B Shore Road, Innellan PA23 7SR	
104C Shore Road	PA23 7SR	Allan Park Cottage	Allan Park Cottage 104C Shore Road, Innellan PA23 7SR	
105 Shore Road	PA23 7SR	Ruberslaw House	Ruberslaw House Shore Road, Innellan PA23 7SR	
106 Shore Road	PA23 7SR	Carrisbrooke	106 Shore Road, Innellan PA23 7SR	
107 Shore Road	PA23 7SR	Eversley	Eversley Shore Road, Innellan PA23 7SR	
108 Shore Road	PA23 7SR	Laurian	Laurian Shore Road, Innellan PA23 7SR	
108A Shore Road	PA23 7SR	Duntulm	Duntulm Shore Road, Innellan PA23 7SR	Support
1 Thornwood Lane	PA23 7SS or NEW		Thornwood 1 Thornwood Lane, Innellan PA23 7SS	New postcode for Thornwood Lane
2 Thornwood Lane	PA23 7SS or NEW		Thornwood 2 Thornwood Lane, Innellan PA23 7SS	New postcode for Thornwood Lane
3 Thornwood Lane	PA23 7SS or NEW		Thornwood 3 Thornwood Lane, Innellan PA23 7SS	New postcode for Thornwood Lane
4 Thornwood Lane	PA23 7SS or NEW		Thornwood 4 Thornwood Lane, Innellan PA23 7SS	New postcode for Thornwood Lane
5 Thornwood Lane	PA23 7SS or NEW		Thornwood 5 Thornwood Lane, Innellan PA23 7SS	New postcode for Thornwood Lane

Proposed Address	Proposed RM PC	Alternative / Alias	Current CAG Address	Notes
110 Shore Road	PA23 7SS	Victoria Lodge	Victoria Lodge Shore Road, Innellan PA23 7SS	Support
110A Shore Road	PA23 7SS	Waterside	Waterside Shore Road, Innellan PA23 7SS	Not yet built
111 Shore Road	PA23 7SS	Clifton Lodge	Clifton Lodge Shore Road, Innellan PA23 7SS	
112 Shore Road	PA23 7SS	Balnacuill	Balnacuill Shore Road, Innellan PA23 7SS	
113 Shore Road	PA23 7SS	Dun Righ	Dun Righ Shore Road, Innellan PA23 7SS	
114 Shore Road	PA23 7SS	Leabank	Leabank Shore Road, Innellan PA23 7SS	
115 Shore Road	PA23 7SS	Bellwood Cottage	Bellwood Cottage Shore Road, Innellan PA23 7SS	
116 Shore Road	PA23 7SS	Window Rock	Window Rock Shore Road, Innellan PA23 7TR	
117 Shore Road	PA23 7SS	Bellwood	Bellwood Shore Road, Innellan PA23 7SS	
118 Shore Road	PA23 7SS	Bottom Flat, Hazelbank	Hazelbank 118 Shore Road, Innellan PA23 7SS	
118A Shore Road	PA23 7SS	Top Flat, Hazelbank	Hazelbank 118A Shore Road, Innellan PA23 7SS	
119 Shore Road	PA23 7SS	Hazelbank Cottage	Hazelbank Cottage 119 Shore Road, Innellan PA23 7SS	
120 Shore Road	PA23 7SS	Bottom Flat, Craigmichael Coach House	Coach House 120 Shore Road, Innellan PA23 7SS	
120A Shore Road	PA23 7SS	Top Flat, Craigmichael Coach House	Upper Flat Craigmichael 120 Shore Road, Innellan PA23 7SS	
120B Shore Road	PA23 7SS	Craigmichael Cottage	Craigmichael Cottage 120B Shore Road, Innellan PA23 7SS	
Fernlea Bungalow Ferns Lane	PA23 7TB		Fernlea Bungalow Ferns Lane, Innellan PA23 7SS	Change postcode from PA23 7SS to PA23 7TB – completed at owner's request.
Craigmichael Lower Flat Ferns Lane	PA23 7TB		Craigmichael Lower Flat Shore Road, Innellan PA23 7TB	
Craigmichael Top Flat Ferns Lane	PA23 7TB		Craigmichael Top Flat Shore Road, Innellan PA23 7TB	

Proposed Address	Proposed RM PC	Alternative / Alias	Current CAG Address	Notes
122 Shore Road	PA23 7SS	Bottom Flat, The Ferns	122 Shore Road, Innellan PA23 7SS	
122A Shore Road	PA23 7SS	Top Flat, The Ferns	122A Shore Road, Innellan PA23 7SS	
123 Shore Road	PA23 7SS	Flat 1, Nieuport House	Nieuport House 123 Shore Road, Innellan PA23 7SS	
123A Shore Road	PA23 7SS	Flat 2, Nieuport House	Nieuport House 123A Shore Road, Innellan PA23 7SS	
123B Shore Road	PA23 7SS	Flat 3, Nieuport House	Nieuport House Annexe 123B Shore Road, Innellan PA23 7SS	
124 Shore Road	PA23 7SX	Cedarville	Cedarville Shore Road, Innellan PA23 7SX	
125 Shore Road	PA23 7SX	Seal Cove	125 Shore Road, Innellan PA23 7SX	
126 Shore Road	PA23 7SX	Leelaw	Leelaw West Point 126 Shore Road, Innellan PA23 7SX	
127 Shore Road	PA23 7SX	Mingulay	Mingulay West Point Shore Road, Innellan PA23 7SX	
128 Shore Road	PA23 7SX	Lynreen	Lynreen West Point Shore Road, Innellan PA23 7SX	
129 Shore Road	PA23 7SX	Sanaig	Sanaig West Point Shore Road, Innellan PA23 7SX	
Faskally House, Toward	PA23 7UA		Faskally House, Toward PA23 7SX	Moved to Toward postcode

ARGYLL AND BUTE COUNCIL**DEVELOPMENT AND INFRASTRUCTURE****DATE: 12 March 2012**

TITLE: Proposed Local Nature Reserve at Broxwood Hide, Sandbank by Dunoon, Argyll and Bute

1. SUMMARY

The case to declare a Local Nature Reserve at Broxwood, Sandbank by Dunoon was presented to the Cowal and Bute Area Committee on 26th October 2010 by a representative of the Argyll Bird Club and Cowal Natural History Society. The committee agreed that this proposal should be pursued.

Currently, Sandbank Community Development Trust (SCDT) has a lease agreement for the path and birdhide with Argyll and Bute Council. The Trust now wish to improve the habitat out with the leased area by eradicating the existing Japanese Knotweed, planting native species, installing bird and bat boxes and increase educational and visitor numbers.

The proposal is supported by the current Argyll and Bute Local Plan and the Argyll and Bute Local Biodiversity Action Plan 2010-2015.

The Director of Development and Infrastructure Services has requested that a paper be drawn up setting out the process for the declaration of a Local Nature reserve at Broxwood, Sandbank, Dunoon, Argyll.

The procedure will follow Chapter 7 of Scottish Natural Heritages' LOCAL NATURE RESERVES IN SCOTLAND Guidance 'PROCEDURES FOR LOCAL NATURE RESERVE DECLARATION' see Appendix 1.

2. Recommendation:

In view of the success the SCDT has had in securing a lease for part of the site (Path and Birdhide) and the successful implementation of the project for the interpretation board, path and birdhide, I recommend that Area Committee support the declaration process in principle with a view to considering the details when they will become available.

3. BACKGROUND

3.1 Sandbank Community Development Trust set up a steering group to fund and build an all ability access path, birdhide and interpretation at Broxwood, Sandbank in 2009 with agreement from Argyll and Bute Council. The path, birdhide and interpretation were opened in April 2010. The site is well serviced with a carpark and is adjacent to an area of population. The Broxwood site consists of native woodland, foreshore, mudflats and an infestation of Japanese Knotweed. It also provides an excellent viewing point for a wide range of seasonal birds and other wildlife such as Otter and butterfly species. Visitors to the site range from seasoned bird enthusiasts, tourists, schools and members of the public. The site is well placed at the entrance to Sandbank and can provide an additional resource for all to explore.

4. IMPLICATIONS-

4.1 Legal Yes.

1. Extend the lease to reflect the agreed LNR area,
2. Set up a LNR Partnership Management Group with clear aims and objectives- all partners to sign and agree to the development of a site Management Plan.

4.2 Policy:

1. *Local Plan (2009)*

'To review landscape and local nature conservation designations and to protect and enhance additional sites where appropriate.

To reassess and if appropriate designate new Conservation Areas, Article 4 Directions, Tree Preservation Orders and local cultural sites'.

2. Argyll and Bute Local Biodiversity Action Plan 2010-2015 project:

BE11: Identify, designate and manage new LNRs

Use the open space audit to identify and assess potential new community wildlife sites and possible LNRs. The Argyll Bird Club (ABC) is supporting a new proposal by Sandbank Community Development trust for an LNR at Broxwood, Sandbank, centred on the new bird hide to which it contributed funding but the ABC would also be interested in supporting similar proposals elsewhere in Argyll.

3. Local Nature Reserve process is documented by Scottish Natural Heritage to assist Local Authorities in designating LNR's. This guidance and process will be followed to ensure all parties agree and the draft paper will be ready for committee in June 2012

4.3 Personnel:

- i. Legal support through the initial stages of declaring the site, lease agreement and partnership agreement.
- ii. Support by the Local Biodiversity Officer who will draw up the LNR declaration process and provide advice on management plans to ensure that they meet the agreed aims and objectives of the site.

4.4 Financial:

- i. None in terms of funding from Argyll and Bute Council.
- ii. The contribution from Argyll and Bute Council will be expertise and a steer for funding.
- iii. Funding **requirements to deliver the site Management Plan:** Sandbank Community Development Trust are best placed to acquire funds to carry out any work required by the Management Plan.

4.5 Equal Opportunities: Yes- currently exists for the access and birdhide.

For further information contact: Marina Curran-Colthart- Local Biodiversity Officer,
Tel. 01631 569191. Email marina.curran-colthart@argyll-bute.gov.uk

Appendix 1.

7. PROCEDURES FOR LOCAL NATURE RESERVE DECLARATION

7.1 Steps to establish an LNR

This section describes some of the actions typically required by a local authority in establishing an LNR, including acquiring a legal interest in the land, involving the local community, declaration, alteration of boundaries, and establishing byelaws. Within the constraints of legislative requirements, many variations are possible, particularly over the involvement of the local community and the preparation of a management plan. A common-sense approach should be adopted, taking account of the needs of each particular LNR.

7.2 Securing Local Authority Legal Interest in the Land

Under the 1949 Act, prior to declaration of an LNR a local authority is required to have a legal interest in the land in question through ownership, lease, or an agreement with the owners and occupiers involved.

The declaring local authority must also have jurisdiction over the area in which the proposed LNR lies. For sites which extend across a local authority boundary, a joint declaration could be made by the two local authorities acting jointly.

A local authority cannot declare a reserve on land which is already declared as a National Nature Reserve by SNH, but it can declare an LNR on land notified as a Site of Special Scientific Interest.

7.2.1 Agreements and Leases

Section 16 of the 1949 Act sets out the basis for securing agreements to ensure the management of land as a nature reserve. Agreements may have restrictive and positive elements, and may also allow for payments to be made. Local authorities can make such agreements in respect of Crown Land, statutory bodies and with nongovernmental

organisations wishing to see their reserves officially recognised as LNRs. If the land is subject to an owner-tenant arrangement then, depending on the nature and extent of the tenant's occupancy, it may be essential that both owner and tenant enter into an agreement.

An agreement may take a variety of forms but must as a minimum give the local authority a legal interest in the land, set out who is responsible for doing what, and be clear about what is being agreed to the satisfaction of the legal advisors on all sides. Two examples of reserve agreements are contained in Appendix 1.

A local authority may also wish to consider securing public access to or through a reserve under Countryside (Scotland) Act 1967 (as amended) powers. These can enable a wider range of byelaws to be used in support of management of the LNR.

7.2.2 Compulsory Purchase

Section 17(1) as applied through Section 21(4) of the 1949 Act gives powers of compulsory purchase to local authorities to enable the establishment of LNRs. However, compulsory purchase is exercisable only where the authority is satisfied that they cannot conclude an adequate agreement on reasonable terms, and has exhausted all reasonable other measures to secure a reserve. Compulsory purchase is also one remedy available to the local authority if, having entered into an agreement in respect of an LNR, a breach of the agreement occurs which prevents or impairs the satisfactory management of the LNR. This power is subject to normal limitations and dispute procedures that apply to any local authority compulsory purchase.

7.3 Forming a Local Management Group

The parties involved in identifying, evaluating, declaring and managing the LNR may form a group to help steer the process, which is often termed the Local Management

Group (LMG). An LMG could typically be composed of representatives of the local authority, the local community, and potential users of the LNR which may include environmental or other local interest groups. Ideally an LMG should be established early on in the process. However, it is recognised that there may be instances where local authority commitment to LNR establishment is required before an LMG can be formed. Indeed it may not be appropriate to involve a wider group of interests in the sometimes lengthy process of fulfilling basic legal requirements. Therefore, the timing of the establishment of an LMG will vary. However, as a matter of good practice, preliminary steps to establish such a group should have been taken by the time of the formal consultation with SNH.

LMGs tend to be established and serviced by the local authority. Experience has shown that LMGs can become involved in a wide range of activities. Key among these should be establishing the purpose and management objectives for the LNR at least in outline prior to declaration; and the preparation and monitoring of the LNR management plan. An LMG can also have an important role in the active management or day to day running of a LNR. For example, local representatives may be able to provide a formal or informal method of policing for litter, vandalism and other anti-social activities.

Where an LNR has close links with schools, it may be worth considering setting up a Junior Management Sub-group made up of young people elected by their schools. This has the potential to ensure that their needs and ideas are fed into the management structures of the reserve.

7.4 Declaration

Section 19 of the 1949 Act sets out the procedures for declaration (and de-declaration) of nature reserves. Declaration provides the public with formal

notification of the existence of an LNR. The local authority makes a declaration that:

1. the land is subject to an agreement entered into with them or has been acquired and is held by the authority; and
2. the land is being managed as a nature reserve.

The declaration document may be executed by the local authority in the same manner in which it executes legal documents. It is strongly recommended that a map with precise boundary details is appended to the declaration, in order to avoid confusion, though this is not a legal requirement. The declaration can also take the form of a minuted formal Council resolution, eg: at Montrose Basin LNR.

Notice of the declaration should be published in a way that best informs relevant and local people. For example, certified copies of any declaration may be kept for public inspection in appropriate local authority offices and public libraries. This fact is usually advertised by a public notice in local and (where appropriate) national newspapers and the Edinburgh Gazette. Other publicity could include involving local councillors, sponsors, residents and users. Local publicity such as events or declaration ceremonies could be supplemented by producing information sheets and brochures that can be made available through tourist information offices and other visitor facilities.

Once declared, it does not matter who is the LNR managing body, as long as the site is managed as a nature reserve. Therefore, the local authority could hand over LNR management to others on whatever terms may be agreed. Some voluntary organisations may be able to contribute to the costs of a reserve.

Local authority staff time is likely to be concentrated during the earlier stages of negotiation and consultation with interested parties and in the preparation of a management plan, costings and search for funds. These critical stages often rely on the motivation of individual officers in various departments.

7.5 Alteration of Boundaries

7.5.1 Extensions

Where a local authority proposes to extend an LNR it should also follow the above guidance, from site selection through to declaration, making suitable management arrangements and consulting with SNH. Only the extension to the LNR need be formally declared (rather than the whole thing). However, it may be useful for the local authority to remind the public of the full extent of the reserve in any public announcements. If byelaws apply to the existing LNR and it is intended to extend them to cover the whole new site, they should be revoked in entirety and reapplied to the whole site (even if the actual byelaws remain the same).

7.5.2 De-declaration

There may be circumstances where a LNR declaration is no longer appropriate for all or part of the site. Reasons could include:

- irresolvable management problems and conflicts at the site;
- ownership changes;
- the land to which the declaration relates ceases to be held by the local authority;
- the non-renewal of a management agreement; or
- a change in the site arrangements so that the purpose for which the site was declared is no longer a priority purpose.

In such cases, the local authority can de-declare the LNR, thus removing the status of the site as an LNR. Formal consultation on de-declaration should take place with SNH. Notice of the de-declaration should be published in a way best suited to informing local people and relevant interests in the same way as the LNR was declared in the first place.

A de-declaration can vary in scale from minor alterations of a site boundary, to dedeclaration of a whole LNR. It should be borne in mind that such an action could be seen negatively by the public and local media. A de-declared LNR could still be managed for natural heritage conservation if the local authority seeks alternative management arrangements for the site.

If only part of a site is de-declared, any byelaws applying will need to be revoked and re-applied to the remaining area of land.

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Broxwood, Sandbank



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ARGYLL & BUTE COUNCIL**BUTE AND COWAL
AREA COMMITTEE****COMMUNITY SERVICES****3 APRIL 2012**

PROPOSAL FOR PRIMARY SCHOOL REPORTING (DRAFT 090312)**1. SUMMARY**

Over the past few years, each area committee has received an annual report from the headteacher of each secondary school on the school's achievements for the previous year. In 2006, a primary report was produced for the Bute and Cowal Area Committee prepared by one of the headteachers who acted as an area coordinator for the schools. The area coordinator was given time and a small budget to support schools and colleague headteachers, but the area coordinators were one of the cuts in the budget reductions of 2010.

An additional primary report was produced in 2011, compiled by a quality improvement officer. This proved to be extremely time-consuming and complex to produce. However, the service is committed to providing information on school achievement to elected members and these proposals will address this issue as well as providing a method of reporting across the four areas of the Council.

2. RECOMMENDATIONS

The Area Committee is asked to approve the proposal for primary school reporting as being the appropriate mechanism for the reporting of the achievements of primary schools. This will ensure the same reporting format is adopted across the four Council areas.

3. DETAILS

There are three aspects to the reporting of primary school achievement that are proposed:

1. Education Scotland (HMIE) reports on individual schools to be presented to the relevant area committee by the headteacher following the publication of the report.
2. The Quality Improvement Officer(s) for the schools in each area attends the area committee on an annual basis to provide a brief update on issues pertaining to the schools in the area, e.g. awards, new appointments or major curriculum developments.

3. The Quality Improvement Officer(s) attends the (Local Area Community Planning Group) LACPG on an annual basis to present the Education Service's Standards and Quality Report, outlining any local issues.

4. IMPLICATIONS

Policy: None

Financial: None

Personnel: None

Equal Opportunities: None

For further information contact: Mr Chris Shirley, Quality Standards Manager
Argyll House, Dunoon, PA23 8AJ.
Telephone: 01369 708528



St Andrew's Primary School



Improvement Plan 2011-2013

Standards and Quality Report 2010-2011



The Standards and Quality Report – key purposes

- to report on our progress in implementing priorities listed in the school plan
- To indicate the progress made in meeting agreed targets in appropriate areas
- To provide an evaluative summary of the quality of the work across a range of areas in the school
- To highlight strengths and identify priorities for next year

About our school

St. Andrew's Primary School is situated in Roth say on the island of Bute, which lies in Scotland's Firth of Clyde, tucked into the spectacular sea lochs of southern Argyll. The island is less than two hours from the city of Glasgow.

The school has six classroom areas and a school hall within the main building and one classroom which is housed in an annexe. The dining area is in a separate building. There is a playground area and a large grassy area with picnic benches. Adaptations to improve access and facilities for disabled users have been implemented. There is an area to the north of the school which has been developed into a garden. The school also helps to look after a Wildflower Garden in the town centre and has recently been successful in securing an area for an allotment.

St Andrew's is an eco school and we will be applying for our second green flag next session.



Celebrating St Andrew's Day



Keeping Bute Beautiful



Beach hunt fun



Gardening Club

Vision, Values and Aims

We believe that within our Catholic school we have created a welcoming, caring, Christian community, where children can work to their full potential and develop their skills and talents in a safe, stimulating and enriching environment. We promote fairness, equality and honesty and strive to develop our children's abilities and create an ethos of mutual respect.

Our aims

- ✚ To ensure that our pupils are at the centre of everything we do.
- ✚ To provide high quality learning experiences which meet the needs of all our pupils and allow them to become successful learners
- ✚ To ensure that the learning and achievement of all children is valued and high aspirations and ambitions are promoted.
- ✚ To give parents and carers the opportunity to be active partners in their child's education.
- ✚ To work in partnership with parents, St Andrew's parish and the wider community to prepare our children intellectually, emotionally and spiritually, that they may become confident, effective contributors to society.
- ✚ To help children to develop into responsible citizens who have the confidence and skills necessary to achieve their ambitions.
- ✚ To give children the knowledge and guidance to grow strong in their faith and to appreciate the values and diversity of other cultures and beliefs.



Previous Improvement Plan Priorities

Curriculum for Excellence

Priority 1 Full engagement with A Curriculum for Excellence	Progress to Date / Impact/ Benefits
<ul style="list-style-type: none"> • Deliver curriculum pathway plans P5-S3 and Pre 5- P3. • Complete training in Coaching and Mentoring techniques. Implement strategies across the school. • Review and identify successes of Interdisciplinary Learning. Share best practice and review authority guidance at school level to create a guide to effective practice. Further embed Cooperative Learning pedagogy • Staff participate in second year of training as part of our Teaching Learning Community. • Further develop AIFL strategies. • Review Personal Learning Plans and introduce alternative format • Glow Training 	<p><i>Pupils in P5-7 are learning through interdisciplinary topics whose main learning outcomes have been discussed by our cluster schools to ensure consistency and progression through transition to S1. Regular pre school liaison meetings ensure that all schools and pre 5 establishments are kept abreast of new developments. The introduction of the Reading Initiative assessment has helped to ensure continuity in assessment from pre 5 to P.1and onwards through to P3. Planning layouts and lesson successes have also been shared between the islands schools however planning continues to be a work in progress</i></p> <p><i>Teaching staff and several members of support staff have been fully trained and are using coaching strategies in particular when working with pupils on their Personal Learning Plans (Learning Journeys), discussing areas of development and agreeing targets.</i></p> <p><i>Interdisciplinary Planning has been embedded in all classes with at least 2 interdisciplinary topics taking place in each class every year. Cooperative Learning strategies are used as appropriate to enhance and extend pupils' learning.</i></p> <p><i>Teaching staff have completed Year 2 of the TLC programme with North Bute Primary school staff. This working relationship has the teachers to share successes and develop teaching strategies. AifL strategies have being re-visited and developed through the TLC programme..</i></p> <p><i>New Learning Journey format introduced for Personal Learning Plans. These now include an area to record wider achievements which are encouraged and celebrated regularly. Pupils are involved in deciding appropriate personal targets and in evidencing successes to include in their profiles.</i></p> <p><i>Much work has still to be done in making Glow an available and well used resource at St Andrew's. It's use has been sporadic and inconsistent. Due to continual difficulties with out of date technology we have struggled. We hope to make more progress next session.</i></p>

Previous Improvement Plan Priorities

Curriculum for Excellence

Priority 2 Raising Attainment	Progress to Date/ Impact/ Benefits
<p>Numeracy</p> <ul style="list-style-type: none"> Continue to pilot a range of new planners and consider revision of resource base for maths. <p>Literacy</p> <ul style="list-style-type: none"> Develop school planning system for literacy to encompass active learning and new outcomes. <p>Health and Wellbeing</p> <ul style="list-style-type: none"> Raise staff awareness of Health and wellbeing strategy. Determine current level of structure and progression using the 7 design principles. Develop a programme which is structured, progressive, challenging, relevant and enjoyable. <p>Curricular Planners</p> <ul style="list-style-type: none"> Development of curricular planner exemplars Experiment with a range of available planners Refine and determine the most successful planners for our school 	<p><i>After much staff discussion, new trial planners were developed for Literacy & English and Numeracy & Maths linking to the experiences and outcomes to assist in the planning of learning and teaching. The planners are structured progressively, and allow for as many opportunities as possible for learning in context.</i></p> <p><i>Tracking in line with CfE outcomes is ongoing (and uniform between the island's three primary schools, as agreed). Reading Initiative guidelines have been introduced to add, to the existing use of annual Reading and Spelling assessments. Moderation of writing sessions have taken place as a cluster. Clear assessments to assist in teachers' judgements to be agreed through use of NAR.</i></p> <p><i>We have begun to look at developing a structured progressive programme which will enhance the quality of learning in Health and Wellbeing and show opportunities for cross-curricular links. New trial planners have been introduced and we are currently reorganising resources. Staff are gaining greater awareness of the Health and Wellbeing outcomes and experiences.</i></p> <p><i>Much progress has been made and through careful planning, staff and pupils are becoming familiar with the new outcomes however we will continue to work on planning next session as all teaching staff agree that there are improvements to be made to the planners we have trialled.</i></p>

Previous Improvement Plan Priorities

Curriculum for Excellence

Priority 3 Parental Involvement	Progress to Date/ Impact/ Benefits
<p>Develop a more effective partnership with parents</p> <p>Continue to develop strategies to encourage parental involvement in the development of Curriculum for Excellence.</p>	<p><i>Parents have been hugely involved in the Watergate Garden project, fundraising, running after school clubs, holding events for the pupils etc. We now have a large bank of parent volunteers who are invaluable!</i></p> <p><i>We involve parents/carers by keeping them informed of topics being studied through our newsletter and termly partners in learning sheets. Parents are welcomed as active partners in the life of the school, bringing skills which complement that of the staff and pupils.</i></p> <p><i>We have an open-door policy which allows for parents to have time with</i></p>

<p>Build on the existing good practice of extended induction for pupils with Additional Support Needs. Introduce a “Shared Start” for new entrants.</p>	<p><i>staff to discuss/ support their child’s learning. Several pre 5 children benefited from a longer induction period and this was very successful and ensured a stress free smooth transition from pre 5 to school. We introduced more visits by staff to pre 5 establishments and included further opportunities for pre 5s to visit school e.g invitations posted out to our Hawaiian disco in June. We now also have the very popular Andy Bear- a teddy who visits each nursery in turn taking with him a story book all about his days as a St Andrew’s pupil.</i></p>
<p>Involve parents in the development of the new reporting arrangements.</p>	<p><i>New Authority reporting formats were discussed with the Parent Council. Authority Guidance notes explaining the new Cfe levels were issued. Feedback from parents has been positive.</i></p>
<p>Increase opportunities for parents to attend class assemblies and visit classes.</p>	<p><i>All classes in the school prepared assemblies to share their learning with the rest of the school and on some occasions the invitation was extended to parents. We will build upon this good practice next session and open up the invitation more regularly to include parents/ carers.</i></p> <p><i>Some classes shared learning through an open-afternoon We will take this a step further by having a school open-day in session 2011-2012 to share the work of all classes.</i></p>

Previous Improvement Plan Priorities

Curriculum for Excellence

<p>Priority 4 Meeting Learners’ Needs Through Assessment</p>	<p>Progress to Date/ Impact/ Benefits</p>
<p>Raise awareness of Building the Curriculum 5”- A Framework For Assessment- Supporting and Improving Learning Through Assessment.</p>	<p><i>The teaching staff are involved in TLC meetings with teachers from North Bute primary school to further develop formative assessment.</i></p> <p><i>We are continuing to use annual reading and spelling tests to ensure pupil progress. We are reviewing the NAR base for suitable summative assessment material, which will provide information regarding overall abilities in various areas. This information will serve to confirm the professional judgement of teachers. New tracking sheets have been introduced to ensure progression and coherence and to aid target setting.</i></p>
<p>Ensure quality and confidence in assessment</p>	<p><i>The island’s three primary schools and secondary school have worked together to moderate writing- sharing the standards- to ensure continuity and consistency in our approach to assessing. Further moderation of writing training will be undertaken as a cluster.</i></p> <p><i>Big Writing has been introduced and we are currently developing the use of the excellent assessment material it contains.</i></p>
<p>Raise awareness of roles and responsibilities in assessment</p> <p>Cluster to implement a programme of moderation</p>	<p><i>The island’s three primary schools and secondary school have worked together to moderate writing- sharing the standards- to ensure continuity and consistency in our approach to assessing. Further moderation of writing training will be undertaken as a cluster.</i></p> <p><i>Big Writing has been introduced and we are currently developing the use of the excellent assessment material it contains.</i></p>

Wider Achievement

Beautiful Scotland Winners 2010



St Andrew's Primary were the proud winners of a Special Endeavour Award for our involvement in the Watergate Wildflower Garden in Rothesay Town Centre.

Throughout the session our pupils have enjoyed many successes and enjoyed a variety of experiences which have greatly enhanced their learning. We have built upon our already strong links with our parents and carers, St Andrew's Parish and the local community to ensure that the pupils have been involved in a variety of exciting events and projects, some of which are mentioned below. Several events, particularly those involving P5-7 pupils, involve the three primary schools on Bute and provide an excellent addition to our transition programme.

Sarah Sidebottom one of our P7 pupils went through a rigorous selection process and was successful in securing a place at Glasgow Sports Academy to pursue her skills in badminton. Sarah is the second pupil from St Andrew's to have been successful in recent years. We look forward to following her progress in the future.

A group of P7 pupils had an overnight trip to attend the Papal Mass in Glasgow. This was a wonderful, memorable occasion for those involved.

The school choir performed at the Community Carol Concert at Rothesay Joint Campus, the Victoria Hospital Annexe, the Thompson Home and Ferfadd Court and were commended for their singing and conduct. They also recorded a selection of Christmas songs which were played on the local radio station on Christmas Day.

Over 40 pupils from P3-P7 took part in our first school musical What a Knight which was an amazing success and was given huge approval by pupils, parents and guests. We had a super response from the local community and we now hope to make school shows a regular event.

We had several successful entries in a variety of competitions e.g Argyll & Bute Road Safety Calendar Competition, the Co-op Robert Burns Art competition, Bike Safe Bute cycling leaflet and helmet design, Andrew Baird flight posters, Tee in the Port logo design and many more.

Our P6/7 team of swimmers did extremely well at the inter school gala and were only beaten into second place by a single point!

P7 took part in the inter school cross country event with several pupils qualifying for the much larger Inverclyde Schools race in Greenock.



Several pupils were successful in Rothesay's annual Fuchsia Club competition

P5 pupils from the three island schools enjoyed a wonderful recorder workshop in the magnificent setting of Mount Stuart House.

Senior pupils from the three primaries also got together for a superb Scottish Opera workshop and performance which was well attended and enjoyed by many appreciative and highly impressed parents and carers.

P7 had a wonderful 3 night trip to Edinburgh and for the first time a residential trip to Ardentenny outdoor centre was introduced for our P6 pupils. Both groups came back overflowing with excitement and shared many tales of the places they had been and of new skills they had learned.

P7 held their annual Burns Supper and also gave a wonderful performance of the Easter musical Easter Children. Both events gave them excellent opportunities to share their many and varied talents.

Other events included a trip to the Recycling Centre for P1/2, a visit to the Science Centre for P2/3, a trip to Vikingar for P3/4, Active Schools Healthy living workshops, a visit to an Archaeology dig at Scalpsie Bay, a Beach Hunt, Christmas tree decorating with the United Church of Bute and an inter school triathlon.

Fundraising

Each class organised a fundraising event to contribute to our Flores Appeal in which we have collected clothes and purchased school resources for children on the Indonesian island of Flores. P1/2 and P2/3 held a toy sale, P3/4 organised a craft fair, P5/6 organised a special tuck shop for a week and P6/7 filled a large bottle with coins. We raised over £500 and the children very much enjoyed seeing the photos of the Indonesian children with some of the items we purchased.

Through a variety of fun events (from crocus planting to dressing in spotty clothes!) we also raised money for the Rotary club polio appeal, Scottish International Relief Fund, SCIAF, Children in Need and Comic Relief.



Parent Council / Parent's Association



St Andrew's has a Parent Council and a Parents Association. Both are very involved in the work of the school. In conjunction with local group Grow Bute, our pupil council was successful in acquiring a piece of land from Argyll and Bute Council to be used as an allotment area. Both parent groups and members of the local community have pledged their support to help the children get this project off the ground in the next year or two.

The P.A hold three fundraising discos per session and have bought playground equipment, donated money to the P7 Edinburgh trip and paid for the buses for our school trip. They also organised a Family Fun Day to support the Clic Sargent cancer charity.

After School Clubs

Our children have had the opportunity to attend a variety of after school clubs which have been run by local groups, school staff and parent volunteers. We have had clubs for keep fit, football, choir, gardening, arts and crafts and drama.

Improvement Plan Priorities

Overview of Improvement Priorities over the next two years.

Improvement Priorities for the Next 3 years	Year of Development
A Curriculum for Excellence	2011-2013
Learning and Teaching	2011-2013
Attainment Achievement and Success	2011-2013
Religious Education in a Roman Catholic School	2011-2013

Priority One

Raising Attainment in Literacy

Priority Two

The Curriculum

Priority Three

Religious Education in a Roman Catholic School

Priority Four

Eco schools

Priority One	Overall Responsibility
Raising Attainment in Literacy	HT/PT/ All staff

Targets	QI	Responsibility	Timescale	Outcomes
<p>Pupils will become more familiar with and successfully achieve the learning outcomes of Literacy. Numeracy, Health and Wellbeing at the appropriate level.</p> <p>Assessment information will be used to evaluate learning and teaching, improve practice and raise attainment.</p>	5.1, 5.4, 6.2, 8.4 9.1, 9.4	All staff	2011-2012	<ul style="list-style-type: none"> • Full implementation of Reading Initiative assessment guidelines. • Consistent use of individual tracking sheets (as decided by cluster) to monitor progress in Literacy and English, Maths and Numeracy and Health and Wellbeing • A clear progression for writing development will be established using Big Writing criteria. Teachers/pupils will use the Big Writing strategies to deliver writing lessons and assess progress. • Use examples of good practice from NAR to assess attainment. Allow moderation of writing opportunities and sharing of best practice at school and cluster level. • Staff will complete Year 3 of Teaching Learning Communities training to further embed assessment strategies
		All staff	2011-2012	
		All staff	2011-2012	
		All staff	2011-2013	
		All staff led by PT	ongoing	

Review effectiveness of PLP		All staff	2011-2012	<ul style="list-style-type: none"> PLPs to be closely monitored to ensure that they are having an effect on learning. Pupils will be involved in sharing their learning, successes and next steps with parents at Parents' Meetings.
		Staff and pupils	2011-2012	

Measures of success	Resources
<p>Effective tracking system in place</p> <p>Staff will become more confident in assessing pupils work according to Curriculum for Excellence experiences and outcomes.</p> <p>Further develop pupil's confidence in talking about their learning and planning their next steps.</p>	<p>Literacy & English and Numeracy & Maths Tracking Sheets</p> <p>NAR Bank</p> <p>BIG Writing pack</p> <p>TLC materials</p> <p>Colleagues from cluster schools</p>

Priority Two				Overall responsibility
The Curriculum				HT All Staff
Targets	QI	Responsibilit	Timescale	Outcomes
<p>To develop meaningful planning to support effective learning and teaching.</p> <p>Make full use of ICT as an effective learning tool.</p>	1.1 6.3	HT All staff	2011-2013	<p>Through consultation, review and discussion staff will decide on an effective planning format to link with the Cfe outcomes in Literacy and English, Maths and Numeracy and Health and Wellbeing.</p> <p>Develop the use of Glow throughout the school.</p>
Measures of success			Resources	
<p>Teacher friendly, effective planners will be developed.</p> <p>Glow will be used to enhance teaching and learning.</p>			<p>Cfe experiences and outcomes</p> <p>New computers</p>	

Priority Three	Overall Responsibility
Religious Education in a Roman Catholic School	HT All Staff

Targets	QI	Responsibility	Timescale	Outcomes
To explore and engage with the new draft Catholic Religious Education Programme.	2.1 5.2	HT All staff		<ul style="list-style-type: none"> To begin to develop a more thorough and coherent system of teaching R.E Pupils will develop their knowledge and deepen their understanding of the Catholic faith, Staff will become familiar with This is our Faith. A clear progression will be in place.

Measures of success	Resources
A more coherent approach to teaching R.E will be developed with a greater emphasis on the teachings of the Catholic Faith	Shining the Light in Christ This is our Faith (Draft) Parish Priest/Parents

Priority Four	Overall Responsibility
Eco Schools	HT All Staff

Targets	Responsibility	Timescale	Outcomes
Develop a whole school approach to being an eco school. Meet the criteria for second green flag	HT PT Eco Committee	2011 -2012	<ul style="list-style-type: none"> Complete a school Environmental Review Write up an Environmental Plan using areas requiring improvement highlighted from the review. Set up projects to help us become a more Environmentally aware school. Collate evidence of what we have been doing according to new Eco-Schools guidelines. Allotment project will begin Maintain Watergate Garden

Measures of success	Resources
Whole school is much more aware of what being an eco school means and about what we have to do to succeed. Second Green Flag award.	Eco school review Eco school website Towards Zero Carbon Bute initiative New litter collecting equipment etc

Maintenance Agenda	
Health Promoting school	HT/ all staff
Health and Well Being	All staff
Parental involvement	HT/All staff/Parent Council
Glow	HT/All staff
School Website	PT
Allotment project	HT/C Harkins



**Our first School Show
What a Knight (June 2011)**



**Lantern making for our
Christmas Craft Fair**



**P 1, 2 and 3 enjoyed organising
"The Royal Wedding"**



**Hollywood came to
St Andrew's at our Oscars
ceremony**



St Mun's Primary School



ARGYLL AND BUTE COUNCIL
COMMUNITY SERVICES
EDUCATION



Planning For Improvement 2011 - 2013

Incorporating Standards & Quality Report 2009/2010

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Roles for maintenance	19

Values

The parents, pupils and staff worked in groups to explore and determine values for St Mun's. These values are embedded in everything we do and say and are :-

Respect

Wisdom

Peace

Honesty

Understanding

Educational Aims

Our aim is to create a secure environment in which each child can develop in all fields of learning according to his or her capabilities.

Children are encouraged to recognise their own capabilities and to work to the best of that ability.

Our aim is to make learning interesting and exciting, thus encouraging care, pride and pleasure in all school work.

Children are encouraged to be respectful, obedient and truthful to those who care for them, to be considerate to other children and respect their property and privacy.

The school strives to ensure that the classroom is a preparation ground for a Christian way of life.

Through practice and creative activities pupils are given guidance and encouragement in discovering knowledge to produce a well-balanced, well-adjusted and capable child.

“The Catholic School is committed to the development of the whole person since, in Christ all human values find their fulfilment and unity.”

Last year's priorities



What we have done so far

Our Standards and Quality Report 2009/2010

Target 1

Develop & implement a school planning format for numeracy & literacy to raise pupil attainment.
HIGIOS 1.1 Raising Attainment

Task 1

Raise staff awareness of numeracy & Literacy strategies and outcomes.

Staff undertook professional development to familiarise themselves with numeracy strategies and outcomes ; through investigating and implementing the outcomes and experiences in numeracy in daily, weekly and long term planners.

After auditing the current reading scheme and sampling alternatives, The Oxford Reading Tree was purchased to replace current scheme.

Task 2

Customise Numeracy strategy to develop a school planning system for maths, encompassing active learning.

Teaching staff piloted a number of maths planners and collaborated to decide that the Angus planner and Easdale progression planner should be adapted for use in St Mun's.

The St Mun's Book Club, Healthy Eating Café, Enterprise activities and the Christmas Fayre provided opportunities for pupils to contextual and active learning.

Task 3

Provide opportunities for staff to engage with the numeracy outcomes and implement to the planning formats.

Teaching staff have implemented weekly, short term and long term planners featuring the numeracy outcomes.

Target 2

Trial interdisciplinary and discrete subject planners.

HIGIOS 5.1.1 Rationale & design of the curriculum

Task 1

Collect samples of planners and work for sharing.

Teaching staff were issued with a variety of interdisciplinary and discrete subject planners and encouraged to collect samples from other sources. These planners were trialled for the year. At a staff meeting the teaching staff discussed the effectiveness of the planners and decided on a whole school approach.

Task 2

Trial interdisciplinary Management frames and discrete subject planners.

Staff implemented a number of Management frames and discrete planner to ascertain the most effective planning, tracking and assessment tools. After a large amount of professional dialogue, planners were agreed upon and adapted for our use. A point raised by teaching and management staff was that tracking progress and assessment needed to be explored further.

Task 3

Determine a broader range of theme choices which can be added to the management frameworks.

Teaching staff explored a wider range of subjects and secured resources for effective delivery. A number of classes used Learning Unlimited Topics for example, The Unsinkable Ship and The Magic Castle, however Scholastic Hot Topics were also used very effectively.

Target 3

Work with Nursery staff to ensure a smoother transition from pre-5 to primary 1.

HIGIOS 5.1.4 Transitions

Task 1

Review existing transition programme.

The primary 1 teacher, Head Teacher and nursery manager (nursery transition team) audited the existing transition arrangements from nursery to primary 1.

Task 2

Develop new transition programme with nursery staff.

The nursery transition team developed an enhanced transition programme, which enabled the nursery pupils to meet their teacher in the nursery and to take part in a series of visits to the school.

Task 3

Implement new transition within the school and nursery.

Pupils from Clyde Cottage, other nurseries and pupils with no nursery experience were visited by the primary 1 teacher and invited to the series visits to allow them to interact with their new classmates. A transition booklet was compiled and given to parents in the school at the induction day. This booklet was deemed by HMIE to be an example of 'best practice'

Target 4

To further develop teaching approaches which promote the pursuit of wisdom and excellence to develop each persons God-given talents. .

HIGIOS 5.2.1 Teaching for effective learning

Task 1

Provide opportunities for staff to develop their knowledge and experience of learning through play,

Staff have engaged in a variety of training opportunities to enhance their knowledge and experience in this area. Strategies and learning opportunities gained at training have been implemented in the school within structured play, cooperative learning, outdoor learning and enterprise activities.

Task 2

Provide opportunities for staff and pupils to develop their knowledge and use of Glow.

Staff training was offered on a number of occasions by Mrs Breslin, the Glow Coordinator and all teaching staff engaged in whole school training by the Authority Glow coordinator. The Friday House Group Initiatives provided an opportunity for staff and pupils to share their knowledge and experience of Glow. However, a point raised was that the current computers did not support Glow well and a number of problems had occurred. This will be addressed in the computer refresh programme.

Task 3

Implement improved strategies with staff and pupils through AfL and TLC.

All teaching staff are fully engaging in the Teacher Learning Community (TLC) within the school which is led by Miss Conlan who has received further training in this area. Assessment for Learning (AFL) strategies are discussed, implemented and evaluated during these monthly meetings.

Target 5

To consistently engage in the process of self-evaluation to ensure that the needs of all pupils and staff are being met.

HIGIOS 9.2

Task 1

Provide opportunities for staff to engage in reflective practice through TLC Group.

Staff have engaged in monthly teacher learning community to engage in professional dialogue and to highlight and share good practice. Teachers and support staff have visited other establishments to observe and discuss practice, which has in turn informed practice.

Task 2

Provide opportunities for staff and pupils to reflect on their learning through learning logs and evaluation sheets.

All teaching staff have implemented the weekly diary evaluation sheets and pupils are actively engaging in self evaluation through learning logs which are used as a form of reporting to share the pupils' learning experiences with parents and carers.

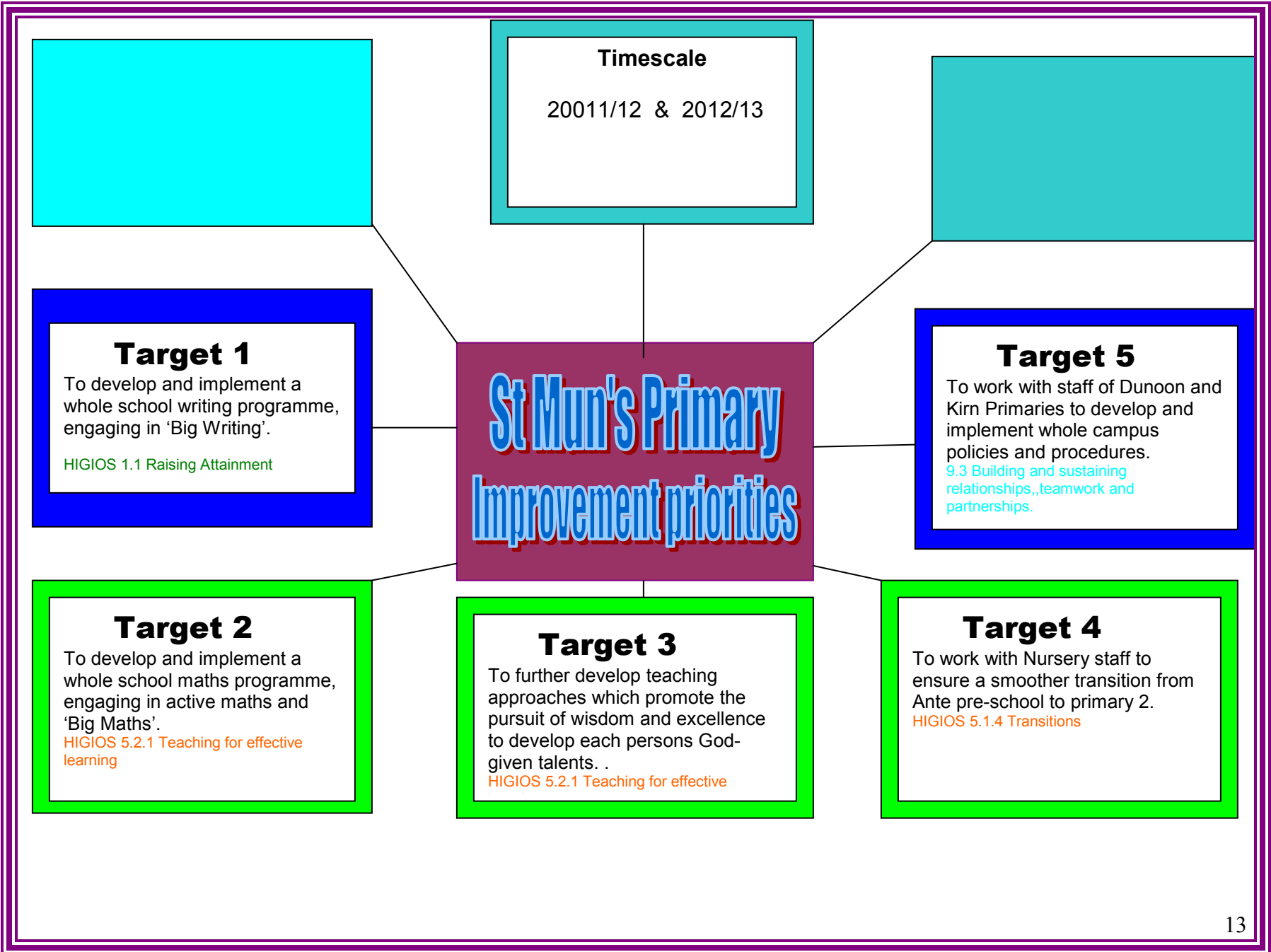
Task 3

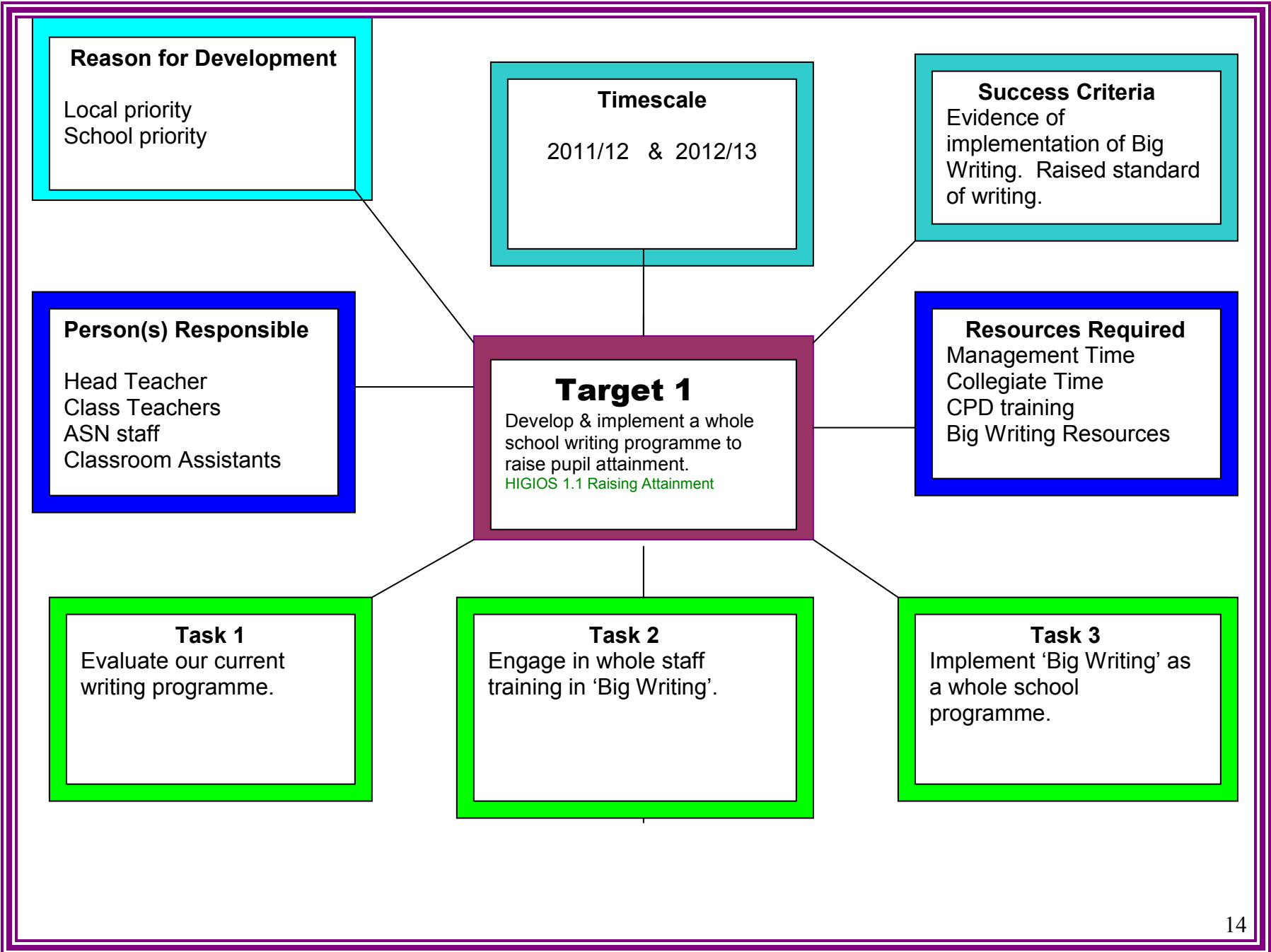
Engage in school self evaluation using HIGIOS 3 & Shining the Light of Christ.

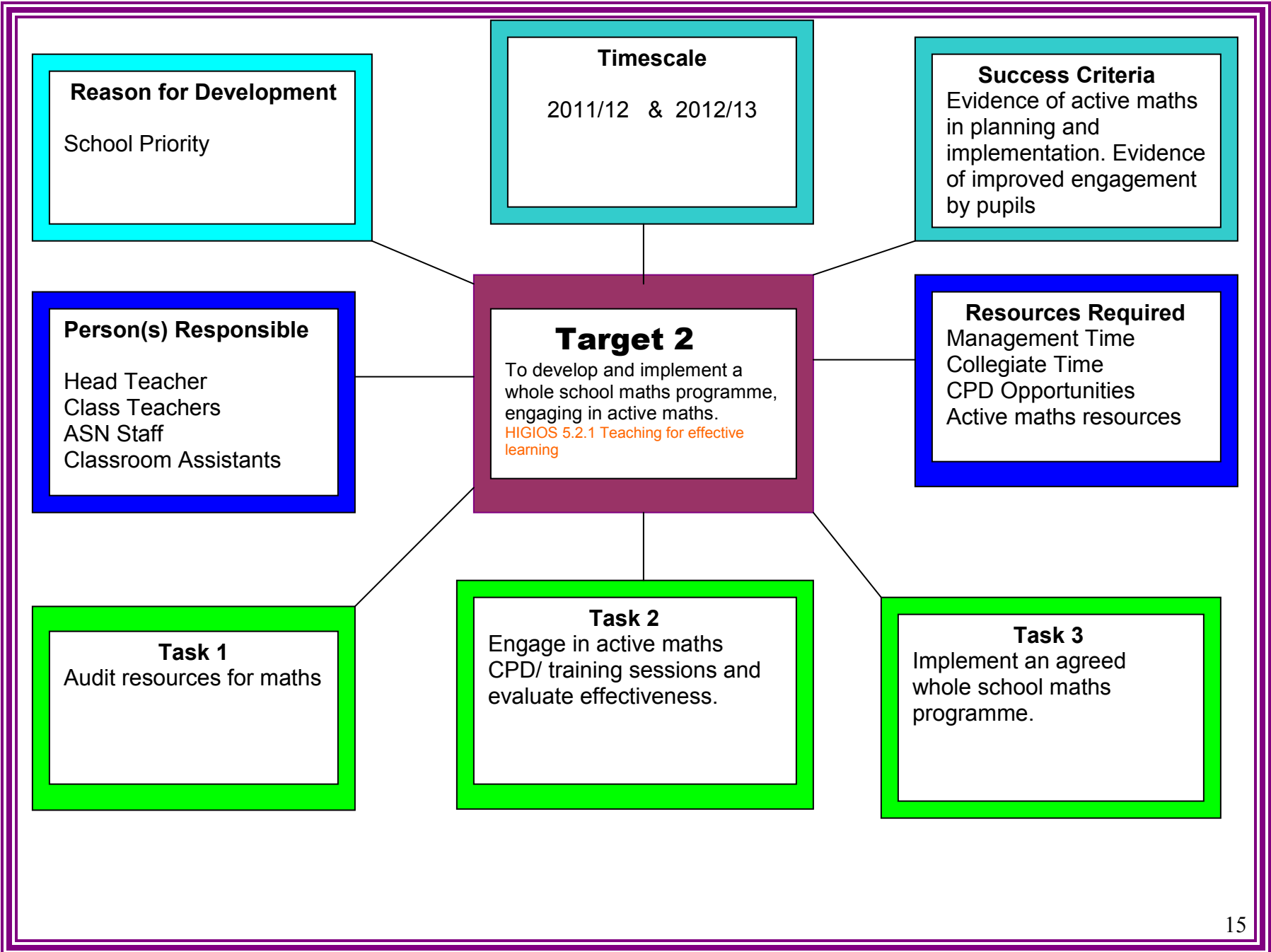
Pupils, Staff and parents took part in a series of workshops to determine the shared school values. Teaching staff engage in whole school self evaluation using HIGIOS 3 and Shining the Light of Christ to inform the school's Quality and Standards report and the Improvement plan.

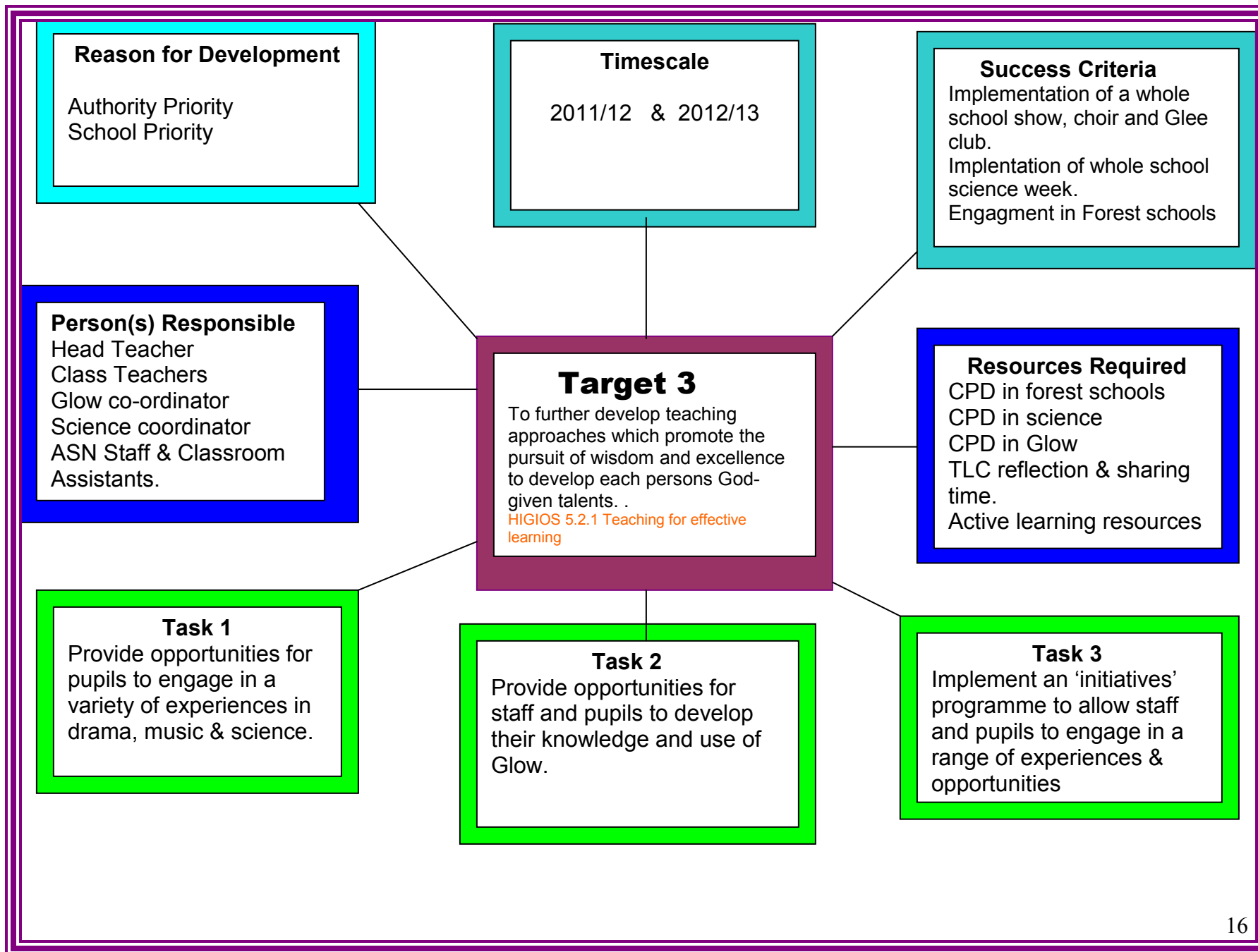
This Year's Priorities

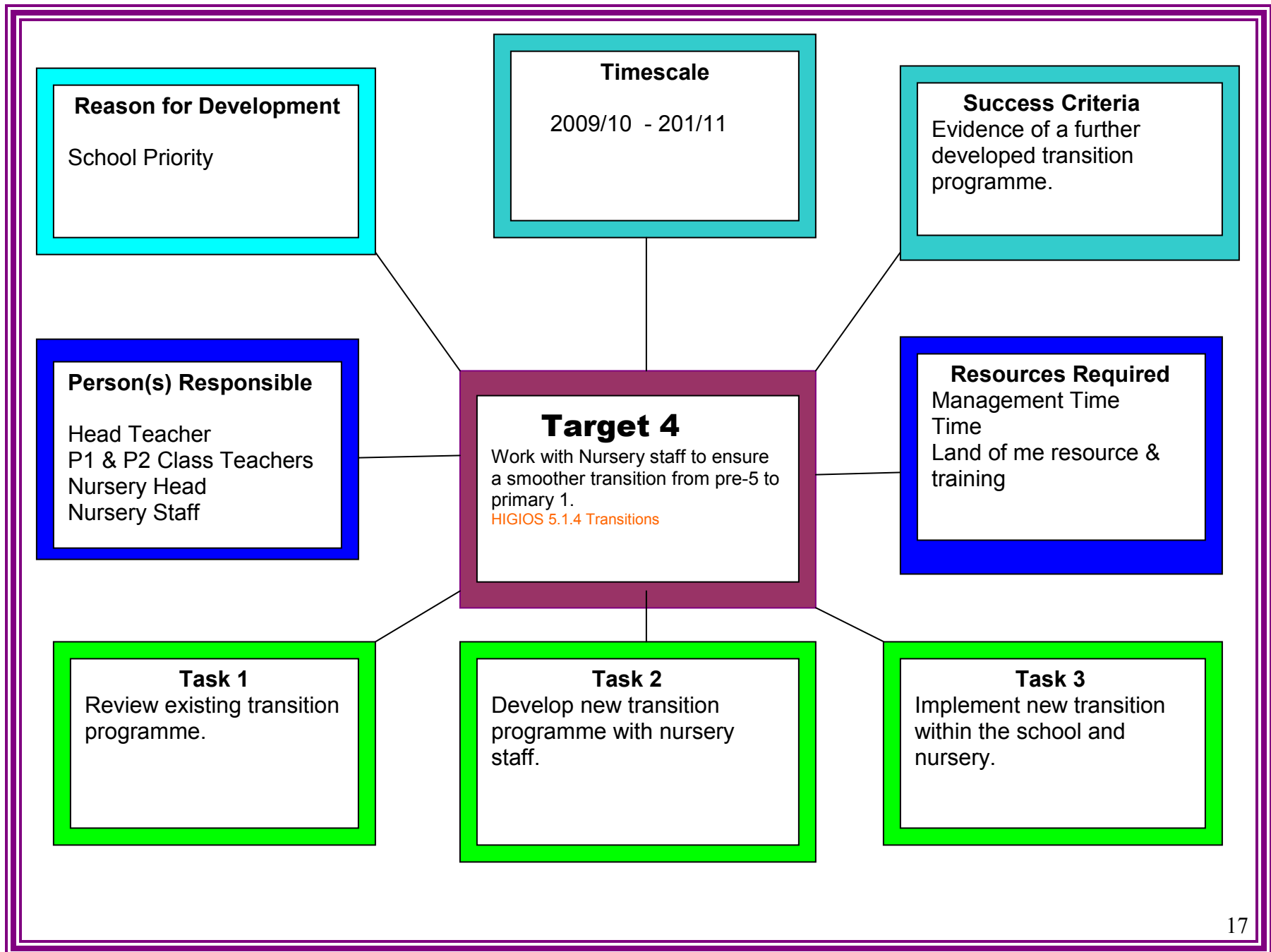
After evaluating the progress on last year's priorities, the following priorities were determined for 2011 – 2013.

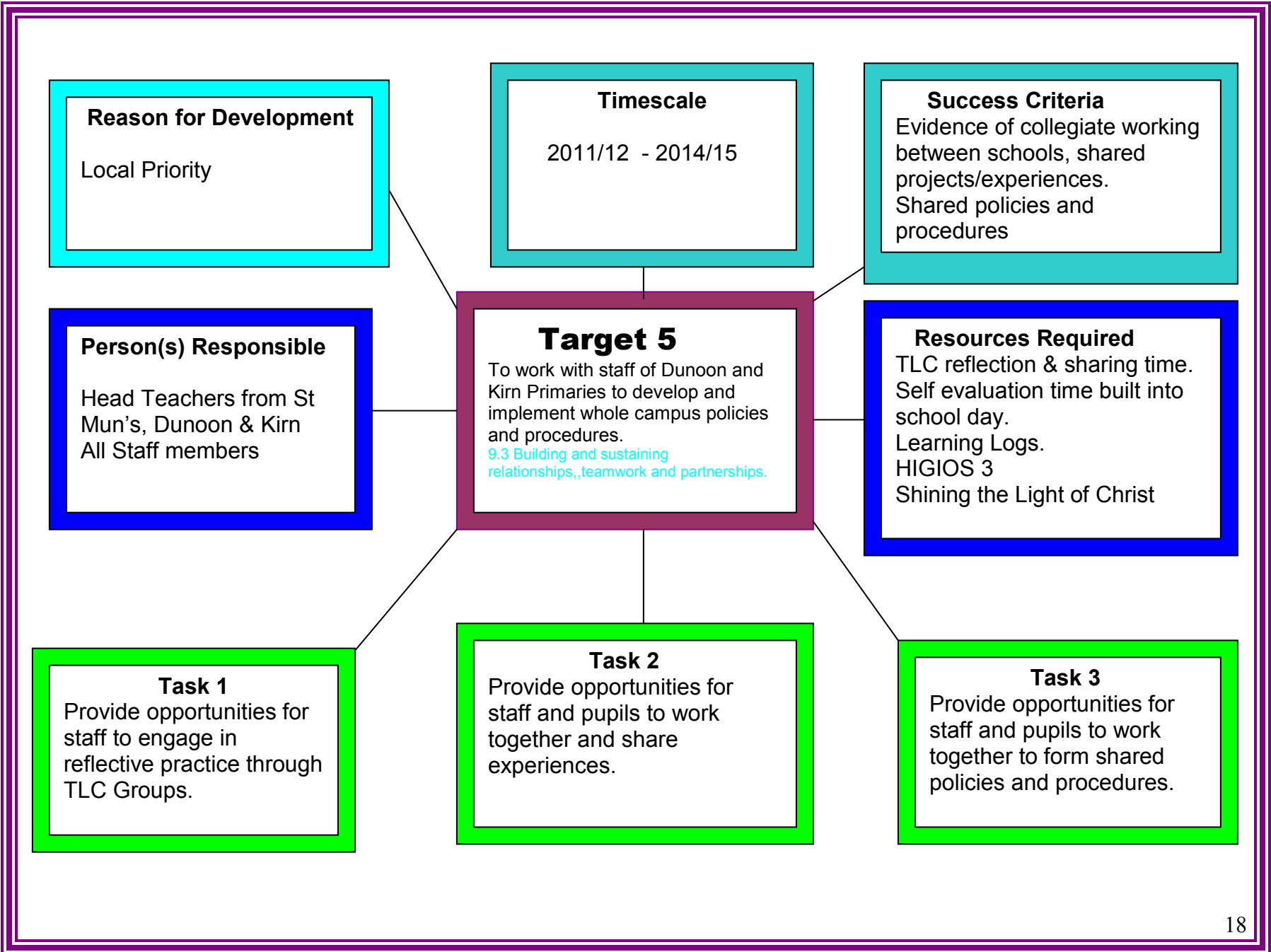












Roles for maintenance

Roles within the school

Literacy Coordinator	Mrs McGill
Maths Coordinator	Mrs Brown
Health and Wellbeing Coordinator	Mrs Blincow
Enterprise Coordinator	Mrs Fisher
ICT Coordinator	Mrs Breslin
Religious Coordinator	Mrs Breslin
TLC Leader	Miss Conlan
Heartstart Coordinator	Miss Conlan
Pupil Council Facilitator	Mrs Neeson/Mrs Breslin
Eco Schools Coordinator	Mrs Matrecano
Additional Support Needs Coordinator	Mrs Neeson/Mrs Cowie

**ARGYLL AND BUTE COUNCIL
BUTE AND COWAL AREA COMMITTEE**

3 APRIL 2012

GRANTS TO THIRD SECTOR 2012/13

1. SUMMARY

- 1.1 This report details recommendations for the award of Third Sector Grants (including Events and Festivals) to Third Sector organisations in Bute and Cowal.
- 1.2 The Executive agreed to the proposal that applications would be considered twice yearly in April and again in August. This is intended to avoid allocation of the full budget at one meeting and enable activities held later in the year to be funded.
- 1.3 The Committee is asked to consider holding back a minimum of £5,000 for allocation in the second round of applications in August 2012.
- 1.4 The total Third Sector Grant budget made available by the Council for allocation in Bute and Cowal for 2012/13 remains at £35,00

2. RECOMMENDATION

- 2.1 Four out of 26 applications received have been for Events and Festivals which represents 29% of the total budget allocation. It is therefore recommended that all grant applications are treated on merit.
- 2.2 It is recommended that the organisations listed below are awarded funding of £18,546 from grants to the Third Sector. This is pending confirmation of receipt of End of Year Reports for 2011/12; outstanding documentation; and financial assessment. If agreed, the amount available for consideration at the area committee in August is £16,454.
- 2.2 Due to the large number of applications against the budget, the recommendations are based on the following:
 - a. The recommendation for applicants for Events and Festivals that have received funding in the last 2 years or more is 25% of the amount requested;
 - b. The recommendation for other applicants who have received funding in the last 2 years or more is 25% of amount requested;
 - c. The recommendation for first time applicants is in the main 50% of amount requested.

	<u>Organisation</u>	<u>Grant Awarded 2011/12</u>	<u>Amount Requested 2012/13</u>	<u>Total Project Costs</u>	<u>Recommendation</u>
2.1	Ardentinny Community Trust	No	£2,875	£6,124.	£1,440
2.2	Bute Advice Centre	No	£5,000	£99,739	£1,250
2.3	Bute Community Media	No	£1,133	£2,266	£570
2.4	Bute Youth Project	£3,600	£6,000	£40,300	£1,500
2.5	CLASP (Cowal Local Action for Special Projects)	£3,000	£5,000	£9,580	£0.00
2.6	Colintraive Village Hall Management Committee	No	£610	£1,220	£305

	<u>Organisation</u>	<u>Grant Awarded 2011/12</u>	<u>Amount Requested 2012/13</u>	<u>Total Project Costs</u>	<u>Recommendation</u>
2.7	Cowal Choral Club	No	£340.00	£687.60	£170
2.8	Cowal Dog Training Club	No	£533.28	£1133.28	£270
2.9	Cowal Fiddle Workshop	£1,080	£1,438	£7,618	£360
2.10	Cowal Marketing Group/Stronger Cowal	No	£750	£1,500	£375
2.11	Cowal Walking Festival Association *	£1,000	£5,550	£10,550	£1,387
2.12	Crossroads (Cowal and Bute)	No	£231.64	£463.28	£120
2.13	Dunoon Community Development Group Recyclers Project	No	£500	£1,000	£250
2.14	Dunoon and Cowal Elderly Forum	No	£300	£1,167	£150
2.15	Dunoon and Cowal Youth Project	£6,750	£12,050	£24,100	£3,000
2.16	Dunoon Burgh Hall Project Group	No	£7,710	£11,810	£2,955
2.17	*Fyne Fest	No	£1,000	£48,094	£500
2.18	Home Start Majik	No	£10,000	£22,000	£0.00
2.19	Isle of Bute Sailing Club	No	£1,500	£3,000	£0.00
2.20	Kirn Gala Committee *	£1,280	£1,280	£5,052	£320
2.21	Lochgoilhead Fiddle Club	No	£2,016	£5,210	£504
2.22	Rothesay and District Pipe Band	No	£2,000	£11,100	£1,000
2.23	Rustle Way Foundation	No	£16,750	£28,000	£0,00
2.24	Sandbank Senior Citizens Club	£400	£850	£2,850	£220
2.25	*Strachur and District Youth Club	No	£2,800	£5,600	£1,400
2.26	Youth Stuff	No	£999	£8,643	£500
	Total		£89,915.92	£358,806	£18,546
	Recommendation				£18,546
	Area Budget				£35,000
	Balance Remaining				£16,454

3. DETAIL

	Organisation	Rationale for grant allocation
2.1	Ardentinny Community Trust	The grant will contribute towards the employment of a part-time sessional worker who will lead a weekly programme of events and activities for volunteers within the walled garden. This will help regenerate the garden and provide opportunities and skills for volunteers. Children from Strone Primary School will also engage in gardening activities under the supervision of one of their teachers.
2.2	Bute Advice Centre	The grant will contribute towards project costs. Bute Advice Centre provides an invaluable service for the Island and is especially needed in the current financial situation. There has been an increase in requests for money advice at present.
2.3	Bute Community Media	The grant will contribute towards the purchase of equipment to allow the continuation of broadcasting during periods of loss of power.
2.4	Bute Youth Project	The grant will support the delivery of youth services and activities on the Isle of Bute. This includes diversionary activities during school holidays and drop in facilities for the young people.
2.5	CLASP (Cowal Local Action for Special Projects)	The application is to provide support to a set of activities at Benmore Outdoor Centre for children. The grant is for children's activities, which is covered by Argyll and Bute Social Work Children and Families grant funding. The applicant has applied to this fund. Recommendation Nil
2.6	Colintraive Village Hall Management Committee	A contribution towards the production of a promotional booklet to market Colintraive to visitors to the Heritage Centre
2.7	Cowal Choral Club	Contribution towards the costs of uniform blouses for use by the Choir to make them look more professional when performing at concerts. The club produces a number of productions that add to the quality of life of local residents and the surrounding area.
2.8	Cowal Dog Training Club	To contribute towards marketing and publicity materials for the group and its activities in an attempt to promote responsible dog ownership in the area.
2.9	Cowal Fiddle Workshop	To contribute towards the cost of tuition of adults and children especially those that could otherwise not afford the full fees. The activity is teaching Scottish fiddle techniques and performing for local disabled groups. Grant allocated in 2010/11.
2.10	Cowal Marketing Group/Stronger Cowal	To contribute towards the costs of a comprehensive Events Diary for groups in Cowal
2.11	*Cowal Walking Festival Association	The grant will be used to help rebuild the Cowalfest website to allow better collation of information and participant feedback. It will also be used to expand the marketing of the festival by producing more brochures for distribution.
2.12	Crossroads (Cowal and Bute)	To contribute towards promotional material for a new service of outreach work to support care in the home. It is hoped that this will identify new carers in a rural location.
2.13	Dunoon Community Development Group Recyclers Project	Contribution towards costs of buying computer hardware/software to allow the continued operation of recycling old computers.
2.14	Dunoon and Cowal Elderly Forum	The grant is to support costs of activities for the group including bus trips, a Christmas luncheon and a pantomime.
2.15	Dunoon and Cowal Youth Project	To contribute towards supporting young people to develop group programmes for specific age and interest groups; with issue based activities for all ages.
2.16	Dunoon Burgh Hall Project Group	A contribution towards hosting of an exhibition of photographic work by Robert Mapplethorpe as part of the Artists Room Scottish tour.
2.17	*Fyne Fest	Contribution towards a four-day event over the Jubilee weekend.

2.18	Home Start Majik	To carry out family engagement activities in Cowal and Bute. Recommendation is nil as the grant application is for pre-school children which is covered by Argyll and Bute Social Work Children and Families grant funding. The applicant has applied to that fund.
2.19	Isle of Bute Sailing Club	The funding is for two new boats which are considered capital costs and the project is therefore ineligible Recommendation nil.
2.20	*Kirn Gala Committee	Assistance with costs of running Kirn Gala. The gala has run successfully for a number of years and has gone from strength to strength. It provides a valuable contribution to the community life.
2.21	Lochgoilhead Fiddle Club	A contribution towards the annual running costs of activities for the group. The group received funding in 2011. Recommendation is 25%.
2.22	Rothesay and District Pipe Band	A contribution towards the travel costs for the group to visit Sulzberg for 40 th Twinning Anniversary.
2.23	Rustle Way Foundation	This is a new organisation requesting a contribution towards the costs of establishing an Art and multimedia school in Port Bannantyne. The group does not have sufficient funds to match 50% of their request. It is recommended that funding is not approved and the group resubmit when they have sufficient funds.
2.24	Sandbank Senior Citizens Club	To assist with the regular activities of the Club including hall rental, payment for entertainment, catering and general running expenses
2.25	*Strachur and District Youth Club	This is the second event; the first event went very well and a large number of letters of support have been received. The event is celebrating and promoting the local culture. Activities are planned by the community as a whole which is in line with the council's priority to enhance the quality of life of the residents and to build the capacity of the community. Strachur is a natural hub for the surrounding area and events held are well attended.
2.26	Youth Stuff	A contribution towards venue rental for the project to provide arts and drama opportunities for young people in Cowal

*Applications for Events and Festivals

4. CONCLUSION

4.1 All organisations have been contacted and grant applications assessed, and presented for financial assessment where applicable. Some recommendations are pending a successful outcome of the financial assessment.

5. IMPLICATIONS

Policy: None

Finance: The report sets out the expenditure from the (insert committee) budget for the allocation of Third Sector Grants. this grant budget are disbursed in manner that will deliver optimum support to Third Sector organisations

Personnel: None

Legal: None

Equal Opportunities: The grant allocation is consistent with the Equal Opportunities policy of Argyll and Bute Council.

Margaret Fyfe
Community Development Manager

For further information please contact:
 Liz Marion, Community Development Officer, Tel 01369 704669

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ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**

Please note all grants must be registered with Community Services, Kilmory

1 **Details**

Name of Assessing Officer		Liz Marion	
Have you contacted/visited the organisation to assess this application?			Contacted ✓
Name and Designation of Council Officer you have contacted to discuss the application e.g. Arts & Culture, Social Work, Sports etc.			
Name:		Designation:	
Name of Organisation	Ardentinny Community Trust	Third Sector	<input checked="" type="checkbox"/>
		Events and Festivals	<input type="checkbox"/>
Key Contact Person:	Hannah Clinch	a) Grant requested from A & B Council?	£2,875
		b) Grant awarded last year?	£0
		c) Total Project cost?	£6,124
		d) How much coming from own resources?	£550
		e) How much coming from other agencies?	£2,699
		f) Grant Recommended:	£1,438
Reason for grant:	<p>The grant will contribute towards the employment of a part-time sessional worker who will lead a weekly programme of events and activities for volunteers within the walled garden which will regenerate the garden. Children from Strone Primary School will also engage in gardening activities under the supervision of one of their teachers.</p> <p>The activities will provide opportunities for volunteers within the Ardentinny and Dunoon area. It will also enhance the environment as well as giving skills to both the volunteers and the children.</p>		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary			
<p>The organisation has a well thought out plan for the activities and has researched the background well. They have looked at the needs of the volunteers and put in place measures to allow volunteers to participate. There is always a need for volunteering opportunities in the area and this project will bring a lasting benefit to the area as well as enhancing the skills of the participants.</p>			
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?			
N/A			

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	Pending
b)	Fully constituted	Yes
c)	Has submitted a bank statement for all bank/savings accounts	Yes
d)	Has submitted audited/signed accounts (or financial projections if a new group).	Yes
e)	Within 50% of the costs for the project/activity	Yes
Additionally, for Events and Festivals, have you checked the Organisation has:		
f)	A viable business plan	N/A
g)	A marketing plan for the activity	N/A
h)	A previous event budget	N/A
i)	A planning framework with clear ownership, responsibility and liability for the event	N/A
j)	Evidence of appropriate insurance coverage and a guarantee bond for the event	N/A
k)	Compliance with all relevant legal and licensing requirements	N/A
l)	Letters of support from other funders or local organisations	N/A

3 General Criteria

a)	Is the activity non-political?	Yes
b)	Is the project consistent with Council priorities?	Yes
c)	Does the project have open membership?	Yes
d)	Have sponsorship agreements been checked?	N/A
e)	How many people overall will benefit from this grant?	53
f)	Is the organisation well established?	Yes
g)	Have you identified any training needs for the organisations committee or volunteers?	No
h)	Does the organisation have volunteer training in place?	No
i)	Have you confidence in their ability to deliver a service?	Yes

4 Policy and Procedures

a)	Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults have a Child Protection Policy or a Vulnerable Adults Policy? If No, can you please refer to Children and Families Section, Social Work?	Yes
b)	Clear recruitment policies	Yes
c)	On-going training and support for volunteers	No
d)	A code of conduct for staff and volunteers	No
e)	A Code of Good Practice	No
f)	An Equal Opportunities Policy	Yes
g)	A Policy for Managing Confidential Information	Yes
h)	Grievance Procedure for staff and volunteers	Yes
i)	A Disciplinary Procedure for staff and volunteers	Yes

5 Equal Opportunities

What are the clients ethnic group(s)?

A White
 Scottish Other British Irish
 Any other White background please specify

B Mixed
 Any Mixed background please specify

C Eastern European

D Asian, Asian Scottish or Asian British
 Indian Pakistani
 Bangladeshi Chinese
 Any other Asian background please write in

E Black, Black Scottish or Black British
 Caribbean African
 Any other Black background please write in

F Other Ethnic background
 Any other background please write in

Signed: E. A. Marion

Designation: Community Development Officer

Date: 6th March 2012

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ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**

Please note all grants must be registered with Community Services, Kilmory

1 Details

Name of Assessing Officer		Liz Marion	
Have you contacted/visited the organisation to assess this application?			Contacted Visited
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.			
Name:		Designation:	
Name of Organisation	Bute Advice Centre	Third Sector	<input checked="" type="checkbox"/>
		Events and Festivals	<input type="checkbox"/>
Key Contact Person:	Gordon Sutherland	a) Grant requested from A & B Council?	£5,000
		b) Grant awarded last year?	£4,000
		c) Total Project cost?	£99,739
		d) How much coming from own resources?	£0
		e) How much coming from other agencies?	£94,739
		f) Grant Recommended:	£1,250
Reason for grant:	Contribution towards project costs.		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary			
The Bute Advice centre provides a valuable service on the island. This is particularly important in this economic climate where a large part of their work is debt advice. They have a large client group.			
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?			
The recommendation reflects the fact that Bute Advice has received funding in previous years. It is for 25% of the amount requested.			

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	Yes
b)	Fully constituted	Yes

c)	Has submitted a bank statement for all bank/savings accounts	Yes
d)	Has submitted audited/signed accounts (or financial projections if a new group).	Yes
e)	Within 50% of the costs for the project/activity	Yes
Additionally, for Events and Festivals, have you checked the Organisation has:		
f)	A viable business plan	Yes No
g)	A marketing plan for the activity	Yes No
h)	A previous event budget	Yes No
i)	A planning framework with clear ownership, responsibility and liability for the event	Yes No
j)	Evidence of appropriate insurance coverage and a guarantee bond for the event	Yes No
k)	Compliance with all relevant legal and licensing requirements	Yes No
l)	Letters of support from other funders or local organisations	Yes No

3 General Criteria

a)	Is the activity non-political?	Yes
b)	Is the project consistent with Council priorities?	Yes
c)	Does the project have open membership?	Yes
d)	Have sponsorship agreements been checked?	N/A
e)	How many people overall will benefit from this grant?	1400
f)	Is the organisation well established?	Yes
g)	Have you identified any training needs for the organisations committee or volunteers?	No
h)	Does the organisation have volunteer training in place?	Yes
i)	Have you confidence in their ability to deliver a service?	Yes

4 Policy and Procedures

a)	Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults have a Child Protection Policy or a Vulnerable Adults Policy? If No, can you please refer to Children and Families Section, Social Work?	Yes
b)	Clear recruitment policies	Yes
c)	Ongoing training and support for volunteers	Yes
d)	A code of conduct for staff and volunteers	Yes
e)	A Code of Good Practice	Yes
f)	An Equal Opportunities Policy	Yes
g)	A Policy for Managing Confidential Information	Yes
h)	Grievance Procedure for staff and volunteers	Yes
i)	A Disciplinary Procedure for staff and volunteers	Yes

5 Equal Opportunities

What are the clients ethnic group(s)?

A	White	<input checked="" type="checkbox"/>	Scottish	<input checked="" type="checkbox"/>	Other British	<input type="checkbox"/>	Irish
	<input type="checkbox"/>	Any other White background please specify					<input type="text"/>
B	Mixed	<input checked="" type="checkbox"/>	Any Mixed background please specify				<input type="text"/>
	<input type="checkbox"/>						
C	<input type="checkbox"/>	Eastern European					
	<input type="checkbox"/>						
D	Asian, Asian Scottish or Asian British	<input checked="" type="checkbox"/>	Indian	<input type="checkbox"/>	Pakistani		
	<input type="checkbox"/>	Bangladeshi	<input type="checkbox"/>	Chinese			
	<input type="checkbox"/>	Any other Asian background please write in					<input type="text"/>
	<input type="checkbox"/>						
E	Black, Black Scottish or Black British	<input checked="" type="checkbox"/>	Caribbean	<input type="checkbox"/>	African		
	<input type="checkbox"/>	Any other Black background please write in					<input type="text"/>
F	Other Ethnic background	<input type="checkbox"/>	Any other background please write in				<input type="text"/>
	<input type="checkbox"/>						

Signed: E A Marion

Designation: Community Development Officer

Date: 12 March 2012

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ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals****Please note all grants must be registered with Community Services, Kilmory****1 Details**

Name of Assessing Officer		Liz Marion	
Have you contacted/visited the organisation to assess this application?			Contacted
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.			
Name:		Designation:	
Name of Organisation	Bute Community Media	Third Sector	<input checked="" type="checkbox"/>
		Events and Festivals	<input type="checkbox"/>
Key Contact Person:	Alan Donald	a) Grant requested from A & B Council?	£1133
		b) Grant awarded last year?	£0
		c) Total Project cost?	£2266
		d) How much coming from own resources?	£1133
		e) How much coming from other agencies?	£0
		f) Grant Recommended:	£567
Reason for grant:	A contribution towards the purchase of equipment to allow the continuation of broadcasting during periods of loss of power.		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary			
During the three day power cut there was limited communication with the residents as to what the emergency arrangements were. This application goes some way to addressing some of the issues that arose although with no power there may also be no radios for the residents to get the broadcast. It would however appear that a number of residents have now purchased battery radios as a contingency plan. I feel that this application is attempting to address the problems that occurred and I therefore support it.			
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?			
N/A			

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	N/A
b)	Fully constituted	Yes
c)	Has submitted a bank statement for all bank/savings accounts	Yes
d)	Has submitted audited/signed accounts (or financial projections if a new group).	Yes
e)	Within 50% of the costs for the project/activity	Yes
Additionally, for Events and Festivals, have you checked the Organisation has:		
f)	A viable business plan	N/A
g)	A marketing plan for the activity	N/A
h)	A previous event budget	N/A
i)	A planning framework with clear ownership, responsibility and liability for the event	N/A
j)	Evidence of appropriate insurance coverage and a guarantee bond for the event	N/A
k)	Compliance with all relevant legal and licensing requirements	N/A
l)	Letters of support from other funders or local organisations	N/A

3 General Criteria

a)	Is the activity non-political?	Yes
b)	Is the project consistent with Council priorities?	Yes
c)	Does the project have open membership?	Yes
d)	Have sponsorship agreements been checked?	N/A
e)	How many people overall will benefit from this grant?	
f)	Is the organisation well established?	Yes
g)	Have you identified any training needs for the organisations committee or volunteers?	Yes
h)	Does the organisation have volunteer training in place?	Yes
i)	Have you confidence in their ability to deliver a service?	Yes

4 Policy and Procedures

a)	Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults have a Child Protection Policy or a Vulnerable Adults Policy? If No, can you please refer to Children and Families Section, Social Work?	Yes
b)	Clear recruitment policies	Yes
c)	Ongoing training and support for volunteers	Yes
d)	A code of conduct for staff and volunteers	Yes
e)	A Code of Good Practice	Yes
f)	An Equal Opportunities Policy	Yes
g)	A Policy for Managing Confidential Information	Yes
h)	Grievance Procedure for staff and volunteers	Yes
i)	A Disciplinary Procedure for staff and volunteers	Yes

5 Equal Opportunities

What are the clients ethnic group(s)?

A White

Scottish

Other British

Irish

Any other White background please specify

B Mixed

Any Mixed background please specify

C

Eastern European

D Asian, Asian Scottish or Asian British

Indian

Pakistani

Bangladeshi

Chinese

Any other Asian background please write in

E Black, Black Scottish or Black British

Caribbean

African

Any other Black background please write in

F Other Ethnic background

Any other background please write in

Signed: E A Marion

Designation: Community Development Officer

Date: 06 March 2012

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ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**

Please note all grants must be registered with Community Services, Kilmory

1 **Details**

Name of Assessing Officer		Liz Marion	
Have you contacted/visited the organisation to assess this application?			Contacted Visited
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.			
Name:		Designation:	
Name of Organisation	Bute Youth Project	Third Sector	<input checked="" type="checkbox"/>
		Events and Festivals	<input type="checkbox"/>
Key Contact Person:	Robert Sutherland	a) Grant requested from A & B Council?	£6,000
		b) Grant awarded last year?	£3,600
		c) Total Project cost?	£40,300
		d) How much coming from own resources?	£4,300
		e) How much coming from other agencies?	£30,000
		f) Grant Recommended:	£6,000
Reason for grant:	To support delivery of youth services and activities on Isle of Bute. This includes diversionary activities during school holidays and drop in facilities for the young people.		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary			
The organisation continues to provide a very necessary service for the Isle of Bute. They are also funded by Children in Need. I agree that this service is vital to the young people of Bute.			
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?			

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	Pending
b)	Fully constituted	Yes
c)	Has submitted a bank statement for all bank/savings accounts	Yes
d)	Has submitted audited/signed accounts (or financial projections if a new group).	Yes
e)	Within 50% of the costs for the project/activity	Yes
Additionally, for Events and Festivals, have you checked the Organisation has:		
f)	A viable business plan	N/A
g)	A marketing plan for the activity	N/A
h)	A previous event budget	N/A
i)	A planning framework with clear ownership, responsibility and liability for the event	N/A
j)	Evidence of appropriate insurance coverage and a guarantee bond for the event	N/A
k)	Compliance with all relevant legal and licensing requirements	N/A
l)	Letters of support from other funders or local organisations	N/A

3 General Criteria

a)	Is the activity non-political?	Yes
b)	Is the project consistent with Council priorities?	Yes
c)	Does the project have open membership?	Yes
d)	Have sponsorship agreements been checked?	N/A
e)	How many people overall will benefit from this grant?	200
f)	Is the organisation well established?	Yes
g)	Have you identified any training needs for the organisations committee or volunteers?	No
h)	Does the organisation have volunteer training in place?	Yes
i)	Have you confidence in their ability to deliver a service?	Yes

4 Policy and Procedures

a)	Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults have a Child Protection Policy or a Vulnerable Adults Policy? If No, can you please refer to Children and Families Section, Social Work?	Yes
b)	Clear recruitment policies	Yes
c)	Ongoing training and support for volunteers	Yes
d)	A code of conduct for staff and volunteers	Yes
e)	A Code of Good Practice	Yes
f)	An Equal Opportunities Policy	Yes
g)	A Policy for Managing Confidential Information	Yes
h)	Grievance Procedure for staff and volunteers	Yes
i)	A Disciplinary Procedure for staff and volunteers	Yes

5 Equal Opportunities

What are the clients ethnic group(s)?

A White

Scottish

Other British

Irish

Any other White background please specify

B Mixed

Any Mixed background please specify

C

Eastern European

D Asian, Asian Scottish or Asian British

Indian

Pakistani

Bangladeshi

Chinese

Any other Asian background please write in

E Black, Black Scottish or Black British

Caribbean

African

Any other Black background please write in

F Other Ethnic background

Any other background please write in

Signed: E A Marion

Designation: Community Development Officer

Date: 06 March 2012

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ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**

Please note all grants must be registered with Community Services, Kilmory

1 **Details**

Name of Assessing Officer		Liz Marion	
Have you contacted/visited the organisation to assess this application?			Contacted Visited ✓
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.			
Name:		Designation:	
Name of Organisation	CLASP	Third Sector	<input checked="" type="checkbox"/>
		Events and Festivals	<input type="checkbox"/>
Key Contact Person:	Mrs Shonadh Irwin	a) Grant requested from A & B Council?	£5,000
		b) Grant awarded last year?	£3,000
		c) Total Project cost?	£11,260
		d) How much coming from own resources?	£6,260
		e) How much coming from other agencies?	£0
		f) Grant Recommended:	£1,250 (Provisional awaiting receipt of documents)
Reason for grant:	To provide support to a set of activities at Benmore Outdoor Centre to allow children to improve their confidence.		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary			
The group has run this programme before with a high level of success. Their current funding does not cover the activities at Benmore. The project addresses the needs for social inclusion for young children with special needs. It develops their self-esteem and confidence.			
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?			
This group received funding last year			

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	Pending
b)	Fully constituted	Yes
c)	Has submitted a bank statement for all bank/savings accounts	Yes
d)	Has submitted audited/signed accounts (or financial projections if a new group).	No
e)	Within 50% of the costs for the project/activity	Yes
Additionally, for Events and Festivals, have you checked the Organisation has:		
f)	A viable business plan	Yes No
g)	A marketing plan for the activity	Yes No
h)	A previous event budget	Yes No
i)	A planning framework with clear ownership, responsibility and liability for the event	Yes No
j)	Evidence of appropriate insurance coverage and a guarantee bond for the event	Yes No
k)	Compliance with all relevant legal and licensing requirements	Yes No
l)	Letters of support from other funders or local organisations	Yes No

3 General Criteria

a)	Is the activity non-political?	Yes
b)	Is the project consistent with Council priorities?	Yes
c)	Does the project have open membership?	Yes
d)	Have sponsorship agreements been checked?	N/A
e)	How many people overall will benefit from this grant?	19 families
f)	Is the organisation well established?	Yes
g)	Have you identified any training needs for the organisations committee or volunteers?	No
h)	Does the organisation have volunteer training in place?	No
i)	Have you confidence in their ability to deliver a service?	Yes

4 Policy and Procedures

a)	Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults have a Child Protection Policy or a Vulnerable Adults Policy? If No, can you please refer to Children and Families Section, Social Work?	Yes
b)	Clear recruitment policies	Yes
c)	Ongoing training and support for volunteers	Yes
d)	A code of conduct for staff and volunteers	Yes
e)	A Code of Good Practice	Yes
f)	An Equal Opportunities Policy	Yes
g)	A Policy for Managing Confidential Information	Yes
h)	Grievance Procedure for staff and volunteers	Yes
i)	A Disciplinary Procedure for staff and volunteers	Yes

5 Equal Opportunities

What are the clients ethnic group(s)?

A White
 White
 Scottish Other British Irish
 Any other White background please specify

B Mixed
 Mixed
 Any Mixed background please specify

C
 Eastern European

D Asian, Asian Scottish or Asian British
 Indian Pakistani
 Bangladeshi Chinese
 Any other Asian background please write in

E Black, Black Scottish or Black British
 Caribbean African
 Any other Black background please write in

F Other Ethnic background
 Any other background please write in

Signed: E A Marion

Designation: Community Development Officer

Date: 12 March 2012

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ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals****Please note all grants must be registered with Community Services, Kilmory****1 Details**

Name of Assessing Officer		Liz Marion	
Have you contacted/visited the organisation to assess this application?			Visited ✓
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.			
Name:		Designation:	
Name of Organisation	Colintraive Village Hall Management Committee	Third Sector	<input checked="" type="checkbox"/>
		Events and Festivals	<input type="checkbox"/>
Key Contact Person:	Iain Connon	a) Grant requested from A & B Council?	£610
		b) Grant awarded last year?	£0
		c) Total Project cost?	£1220
		d) How much coming from own resources?	£610
		e) How much coming from other agencies?	£0
		f) Grant Recommended:	£305
Reason for grant:	A contribution towards the production of a booklet to market Colintraive to visitors to the Heritage Centre		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary			
The Village Hall is the centre of the community and the Heritage Centre delivers an important activity in the area. The project aims to publicise and market the Heritage Centre to both locals and visitors. It will promote tourism to visitors which will contribute to the local economy. The promotion of the area and this project will help greatly.			
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?			
N/A			

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	N/A
b)	Fully constituted	Yes
c)	Has submitted a bank statement for all bank/savings accounts	Yes
d)	Has submitted audited/signed accounts (or financial projections if a new group).	Yes
e)	Within 50% of the costs for the project/activity	Yes
Additionally, for Events and Festivals, have you checked the Organisation has:		
f)	A viable business plan	N/A
g)	A marketing plan for the activity	N/A
h)	A previous event budget	N/A
i)	A planning framework with clear ownership, responsibility and liability for the event	N/A
j)	Evidence of appropriate insurance coverage and a guarantee bond for the event	N/A
k)	Compliance with all relevant legal and licensing requirements	N/A
l)	Letters of support from other funders or local organisations	N/A

3 General Criteria

a)	Is the activity non-political?	Yes
b)	Is the project consistent with Council priorities?	Yes
c)	Does the project have open membership?	Yes
d)	Have sponsorship agreements been checked?	N/A
e)	How many people overall will benefit from this grant?	400
f)	Is the organisation well established?	Yes
g)	Have you identified any training needs for the organisations committee or volunteers?	No
h)	Does the organisation have volunteer training in place?	No
i)	Have you confidence in their ability to deliver a service?	Yes

4 Policy and Procedures

a)	Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults have a Child Protection Policy or a Vulnerable Adults Policy? If No, can you please refer to Children and Families Section, Social Work?	Yes
b)	Clear recruitment policies	No
c)	Ongoing training and support for volunteers	No
d)	A code of conduct for staff and volunteers	No
e)	A Code of Good Practice	No
f)	An Equal Opportunities Policy	No
g)	A Policy for Managing Confidential Information	No
h)	Grievance Procedure for staff and volunteers	No
i)	A Disciplinary Procedure for staff and volunteers	No

5 Equal Opportunities

What are the clients ethnic group(s)?

A White
 Scottish Other British Irish
 Any other White background please specify

B Mixed
 Any Mixed background please specify

C Eastern European

D Asian, Asian Scottish or Asian British
 Indian Pakistani
 Bangladeshi Chinese
 Any other Asian background please write in

E Black, Black Scottish or Black British
 Caribbean African
 Any other Black background please write in

F Other Ethnic background
 Any other background please write in

Signed: E A Marion

Designation: Community Development Officer

Date: 05 March 2012

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ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**

Please note all grants must be registered with Community Services, Kilmory

1 **Details**

Name of Assessing Officer		Liz Marion	
Have you contacted/visited the organisation to assess this application?			Contacted
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.			
Name:		Designation:	
Name of Organisation	Cowal Choral Club	Third Sector	<input checked="" type="checkbox"/>
		Events and Festivals	<input type="checkbox"/>
Key Contact Person:	Joseph Rhodes	a) Grant requested from A & B Council?	£340
		b) Grant awarded last year?	£0
		c) Total Project cost?	£687
		d) How much coming from own resources?	£347
		e) How much coming from other agencies?	£0
		f) Grant Recommended:	£170
Reason for grant:	To purchase blouses for the Club members to ensure that all the participants look the same when they are performing at concerts. The club attracts an audience from Dunoon and surrounding area. The club produces a number of productions that add to the quality of life of local residents. The blouses will be used year on year and will make the Choral Club appear more professional.		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary			
The club wishes to look more professional for their audience. The club provides a valuable role in promoting music in the area. The main activities of the group are carried out through fund raising and box office revenue but their funds are fairly depleted and they have no cash reserves to purchase the blouses. The activities of the club add to the cultural wellbeing of the area.			
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?			
N/A			

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	N/A
b)	Fully constituted	Yes
c)	Has submitted a bank statement for all bank/savings accounts	Yes
d)	Has submitted audited/signed accounts (or financial projections if a new group).	Yes
e)	Within 50% of the costs for the project/activity	Yes
Additionally, for Events and Festivals, have you checked the Organisation has:		
f)	A viable business plan	N/A
g)	A marketing plan for the activity	
h)	A previous event budget	N/A
i)	A planning framework with clear ownership, responsibility and liability for the event	N/A
j)	Evidence of appropriate insurance coverage and a guarantee bond for the event	N/A
k)	Compliance with all relevant legal and licensing requirements	N/A
l)	Letters of support from other funders or local organisations	N/A

3 General Criteria

a)	Is the activity non-political?	Yes
b)	Is the project consistent with Council priorities?	Yes
c)	Does the project have open membership?	Yes
d)	Have sponsorship agreements been checked?	N/A
e)	How many people overall will benefit from this grant?	60
f)	Is the organisation well established?	Yes
g)	Have you identified any training needs for the organisations committee or volunteers?	No
h)	Does the organisation have volunteer training in place?	Yes
i)	Have you confidence in their ability to deliver a service?	Yes

4 Policy and Procedures

a)	Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults have a Child Protection Policy or a Vulnerable Adults Policy? If No, can you please refer to Children and Families Section, Social Work?	Yes
b)	Clear recruitment policies	Yes
c)	Ongoing training and support for volunteers	Yes
d)	A code of conduct for staff and volunteers	No
e)	A Code of Good Practice	No
f)	An Equal Opportunities Policy	No
g)	A Policy for Managing Confidential Information	No
h)	Grievance Procedure for staff and volunteers	No
i)	A Disciplinary Procedure for staff and volunteers	No

5 Equal Opportunities

What are the clients ethnic group(s)?

A White

Scottish

Other British

Irish

Any other White background please specify

B Mixed

Any Mixed background please specify

C

Eastern European

D Asian, Asian Scottish or Asian British

Indian

Pakistani

Bangladeshi

Chinese

Any other Asian background please write in

E Black, Black Scottish or Black British

Caribbean

African

Any other Black background please write in

F Other Ethnic background

Any other background please write in

Signed: E A Marion

Designation: Community Development Officer

Date: 06 March 2012

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ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals****Please note all grants must be registered with Community Services, Kilmory****1 Details**

Name of Assessing Officer		Liz Marion	
Have you contacted/visited the organisation to assess this application?			Visited
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.			
Name:		Designation:	
Name of Organisation	Cowal Dog Training Club	Third Sector	<input checked="" type="checkbox"/>
		Events and Festivals	<input type="checkbox"/>
Key Contact Person:	Agnes Campbell	a) Grant requested from A & B Council?	£1133.28
		b) Grant awarded last year?	£0
		c) Total Project cost?	£1133.28
		d) How much coming from own resources?	£600
		e) How much coming from other agencies?	£0
		f) Grant Recommended:	£267
Reason for grant:	To produce marketing and publicity materials for the group and its activities in an attempt to promote responsible dog ownership in the area.		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary			
There is an obvious need for responsible dog ownership when you look at the state of the streets. The group is trying to increase its membership so that more dog owners adhere to their responsibilities			
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?			
N/A			

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	N/A
b)	Fully constituted	Yes
c)	Has submitted a bank statement for all bank/savings accounts	Yes
d)	Has submitted audited/signed accounts (or financial projections if a new group).	Yes
e)	Within 50% of the costs for the project/activity	Yes
Additionally, for Events and Festivals, have you checked the Organisation has:		
f)	A viable business plan	N/A
g)	A marketing plan for the activity	N/A
h)	A previous event budget	N/A
i)	A planning framework with clear ownership, responsibility and liability for the event	N/A
j)	Evidence of appropriate insurance coverage and a guarantee bond for the event	N/A
k)	Compliance with all relevant legal and licensing requirements	N/A
l)	Letters of support from other funders or local organisations	N/A

3 General Criteria

a)	Is the activity non-political?	Yes
b)	Is the project consistent with Council priorities?	Yes
c)	Does the project have open membership?	Yes
d)	Have sponsorship agreements been checked?	N/A
e)	How many people overall will benefit from this grant?	40 - 50
f)	Is the organisation well established?	Yes
g)	Have you identified any training needs for the organisations committee or volunteers?	No
h)	Does the organisation have volunteer training in place?	Yes
i)	Have you confidence in their ability to deliver a service?	Yes

4 Policy and Procedures

a)	Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults have a Child Protection Policy or a Vulnerable Adults Policy? If No, can you please refer to Children and Families Section, Social Work?	Yes (Children always accompanied by an adult)
b)	Clear recruitment policies	No
c)	Ongoing training and support for volunteers	Yes
d)	A code of conduct for staff and volunteers	Yes
e)	A Code of Good Practice	Yes
f)	An Equal Opportunities Policy	No
g)	A Policy for Managing Confidential Information	No
h)	Grievance Procedure for staff and volunteers	Yes
i)	A Disciplinary Procedure for staff and volunteers	Yes

5 Equal Opportunities

What are the clients ethnic group(s)?

A White
 White
 Scottish Other British Irish
 Any other White background please specify

B Mixed
 Mixed
 Any Mixed background please specify

C Eastern European

D Asian, Asian Scottish or Asian British
 Indian Pakistani
 Bangladeshi Chinese
 Any other Asian background please write in

E Black, Black Scottish or Black British
 Caribbean African
 Any other Black background please write in

F Other Ethnic background
 Any other background please write in

Signed: E A Marion

Designation: Community Development Officer

Date: 05 March 2012

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ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**

Please note all grants must be registered with Community Services, Kilmory

1 **Details**

Name of Assessing Officer		Liz Marion	
Have you contacted/visited the organisation to assess this application?			Contacted
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.			
Name:		Designation:	
Name of Organisation	Cowal Fiddle Workshop	Third Sector	<input checked="" type="checkbox"/>
		Events and Festivals	<input type="checkbox"/>
Key Contact Person:	Bill Carlow	a) Grant requested from A & B Council?	£ 1,438
		b) Grant awarded last year?	£1,080
		c) Total Project cost?	£7,618
		d) How much coming from own resources?	£5,380
		e) How much coming from other agencies?	£800
		f) Grant Recommended:	£360
Reason for grant:	To provide tuition for young people who cannot afford usual fees.		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary			
The music is part of the cultural heritage of the area and fits well with promoting cultural heritage. In addition by subsidising costs to people who could not afford it the group addresses some of the barriers to inclusion.			
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?			
The group has received grants for several years and this is reflected in the reduction of funding. They tried last year to function without a professional tutor and found the results were disappointing.			

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	N/A
b)	Fully constituted	Yes
c)	Has submitted a bank statement for all bank/savings accounts	Yes
d)	Has submitted audited/signed accounts (or financial projections if a new group).	Yes
e)	Within 50% of the costs for the project/activity	Yes
Additionally, for Events and Festivals, have you checked the Organisation has:		
f)	A viable business plan	N/A
g)	A marketing plan for the activity	N/A
h)	A previous event budget	N/A
i)	A planning framework with clear ownership, responsibility and liability for the event	N/A
j)	Evidence of appropriate insurance coverage and a guarantee bond for the event	N/A
k)	Compliance with all relevant legal and licensing requirements	N/A
l)	Letters of support from other funders or local organisations	N/A

3 General Criteria

a)	Is the activity non-political?	Yes
b)	Is the project consistent with Council priorities?	Yes
c)	Does the project have open membership?	Yes
d)	Have sponsorship agreements been checked?	N/A
e)	How many people overall will benefit from this grant?	50+
f)	Is the organisation well established?	Yes
g)	Have you identified any training needs for the organisations committee or volunteers?	No
h)	Does the organisation have volunteer training in place?	Yes
i)	Have you confidence in their ability to deliver a service?	Yes

4 Policy and Procedures

a)	Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults have a Child Protection Policy or a Vulnerable Adults Policy? If No, can you please refer to Children and Families Section, Social Work?	Yes
b)	Clear recruitment policies	No
c)	Ongoing training and support for volunteers	No
d)	A code of conduct for staff and volunteers	Yes
e)	A Code of Good Practice	No
f)	An Equal Opportunities Policy	Yes
g)	A Policy for Managing Confidential Information	Yes
h)	Grievance Procedure for staff and volunteers	Yes
i)	A Disciplinary Procedure for staff and volunteers	Yes

5 Equal Opportunities

What are the clients ethnic group(s)?

A White
 Scottish Other British Irish
 Any other White background please specify

B Mixed
 Any Mixed background please specify

C Eastern European

D Asian, Asian Scottish or Asian British
 Indian Pakistani
 Bangladeshi Chinese
 Any other Asian background please write in

E Black, Black Scottish or Black British
 Caribbean African
 Any other Black background please write in

F Other Ethnic background
 Any other background please write in

Signed: E A Marion

Designation: Community Development Officer

Date: 8 March 2012

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ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals****Please note all grants must be registered with Community Services, Kilmory****1 Details**

Name of Assessing Officer		Liz Marion	
Have you contacted/visited the organisation to assess this application?			Contacted
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.			
Name:		Designation:	
Name of Organisation	Cowal Marketing Group	Third Sector	<input checked="" type="checkbox"/>
		Events and Festivals	<input type="checkbox"/>
Key Contact Person:	Jean Maskell	a) Grant requested from A & B Council?	£750
		b) Grant awarded last year?	£0
		c) Total Project cost?	£1,500
		d) How much coming from own resources?	£750
		e) How much coming from other agencies?	£0
		f) Grant Recommended:	£375
Reason for grant:	To put together a comprehensive Events Diary for groups in Cowal		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary			
In the past there have been a number of occasions when events have run at the same time. This project will endeavour to stop this happening as well as giving a site for tourists to find out what is on in Cowal. It goes a long way towards contributing to successful events as it ensure no clash of activities.			
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?			
N/A			

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	N/A
b)	Fully constituted	Yes
c)	Has submitted a bank statement for all bank/savings accounts	Yes
d)	Has submitted audited/signed accounts (or financial projections if a new group).	Yes
e)	Within 50% of the costs for the project/activity	Yes
Additionally, for Events and Festivals, have you checked the Organisation has:		
f)	A viable business plan	N/A
g)	A marketing plan for the activity	N/A
h)	A previous event budget	N/A
i)	A planning framework with clear ownership, responsibility and liability for the event	N/A
j)	Evidence of appropriate insurance coverage and a guarantee bond for the event	N/A
k)	Compliance with all relevant legal and licensing requirements	N/A
l)	Letters of support from other funders or local organisations	N/A

3 General Criteria

a)	Is the activity non-political?	Yes
b)	Is the project consistent with Council priorities?	Yes
c)	Does the project have open membership?	Yes
d)	Have sponsorship agreements been checked?	N/A
e)	How many people overall will benefit from this grant?	500
f)	Is the organisation well established?	Yes
g)	Have you identified any training needs for the organisations committee or volunteers?	No
h)	Does the organisation have volunteer training in place?	No
i)	Have you confidence in their ability to deliver a service?	No

4 Policy and Procedures

a)	Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults have a Child Protection Policy or a Vulnerable Adults Policy? If No, can you please refer to Children and Families Section, Social Work?	Do not work with people under 18
b)	Clear recruitment policies	No
c)	Ongoing training and support for volunteers	No
d)	A code of conduct for staff and volunteers	No
e)	A Code of Good Practice	No
f)	An Equal Opportunities Policy	No
g)	A Policy for Managing Confidential Information	No
h)	Grievance Procedure for staff and volunteers	No
i)	A Disciplinary Procedure for staff and volunteers	No

5 Equal Opportunities

What are the clients ethnic group(s)?

A White
 Scottish Other British Irish
 Any other White background please specify

B Mixed
 Any Mixed background please specify

C Eastern European

D Asian, Asian Scottish or Asian British
 Indian Pakistani
 Bangladeshi Chinese
 Any other Asian background please write in

E Black, Black Scottish or Black British
 Caribbean African
 Any other Black background please write in

F Other Ethnic background
 Any other background please write in

Signed: E A Marion

Designation: Community Development Officer

Date: 08 March 2012

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ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**

Please note all grants must be registered with Community Services, Kilmory

1 **Details**

Name of Assessing Officer		Liz Marion	
Have you contacted/visited the organisation to assess this application?			Contacted
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.			
Name:		Designation:	
Name of Organisation	Cowal Walking Festival Association	Third Sector	<input type="checkbox"/>
		Events and Festivals	<input checked="" type="checkbox"/>
Key Contact Person:	Fiona Page	a) Grant requested from A & B Council?	£5,550
		b) Grant awarded last year?	£1,000
		c) Total Project cost?	£10,550
		d) How much coming from own resources?	£3,000
		e) How much coming from other agencies?	£2,000
		f) Grant Recommended:	£1,320
Reason for grant:	The grant will be used to help rebuild the Cowalfest website to allow better collation of information and participant feedback. It will also be used to expand the marketing of the festival by producing more brochures for distribution.		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary			
Cowalfest is an important event in the areas calendar. It needs to encourage more people to attend in order to remain viable. It promotes the whole of the Cowal Peninsular to visitors and is well attended. This is the tenth anniversary of Cowal Fest. It promotes the area and countryside to many people.			
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?			
There has been a further reduction in the funding for Cowal Fest. It is now down to 25% of amount requested			

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	Pending
b)	Fully constituted	Yes
c)	Has submitted a bank statement for all bank/savings accounts	Yes
d)	Has submitted audited/signed accounts (or financial projections if a new group).	Yes
e)	Within 50% of the costs for the project/activity	No
Additionally, for Events and Festivals, have you checked the Organisation has:		
f)	A viable business plan	Yes
g)	A marketing plan for the activity	Yes
h)	A previous event budget	Yes
i)	A planning framework with clear ownership, responsibility and liability for the event	Yes
j)	Evidence of appropriate insurance coverage and a guarantee bond for the event	Yes
k)	Compliance with all relevant legal and licensing requirements	Yes
l)	Letters of support from other funders or local organisations	Yes

3 General Criteria

a)	Is the activity non-political?	Yes
b)	Is the project consistent with Council priorities?	Yes
c)	Does the project have open membership?	Yes
d)	Have sponsorship agreements been checked?	N/A
e)	How many people overall will benefit from this grant?	1,000
f)	Is the organisation well established?	Yes
g)	Have you identified any training needs for the organisations committee or volunteers?	No
h)	Does the organisation have volunteer training in place?	Yes
i)	Have you confidence in their ability to deliver a service?	Yes

4 Policy and Procedures

a)	Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults have a Child Protection Policy or a Vulnerable Adults Policy? If No, can you please refer to Children and Families Section, Social Work?	Yes
b)	Clear recruitment policies	Yes
c)	Ongoing training and support for volunteers	No
d)	A code of conduct for staff and volunteers	Yes
e)	A Code of Good Practice	Yes
f)	An Equal Opportunities Policy	Yes
g)	A Policy for Managing Confidential Information	Yes
h)	Grievance Procedure for staff and volunteers	No
i)	A Disciplinary Procedure for staff and volunteers	No

5 Equal Opportunities

What are the clients ethnic group(s)?

A White
 Scottish Other British Irish
 Any other White background please specify

B Mixed
 Any Mixed background please specify

C Eastern European

D Asian, Asian Scottish or Asian British
 Indian Pakistani
 Bangladeshi Chinese
 Any other Asian background please write in

E Black, Black Scottish or Black British
 Caribbean African
 Any other Black background please write in

F Other Ethnic background
 Any other background please write in

Signed: E A Marion

Designation: Community Development Officer

Date: 07 March 2012

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ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**

Please note all grants must be registered with Community Services, Kilmory

1 Details

Name of Assessing Officer		Liz Marion	
Have you contacted/visited the organisation to assess this application?			Contacted
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.			
Name:		Designation:	
Name of Organisation	Crossroads	Third Sector	<input checked="" type="checkbox"/>
		Events and Festivals	<input type="checkbox"/>
Key Contact Person:	Christine Bell	a) Grant requested from A & B Council?	£232
		b) Grant awarded last year?	£0
		c) Total Project cost?	£464
		d) How much coming from own resources?	£232
		e) How much coming from other agencies?	£0
		f) Grant Recommended:	£116
Reason for grant:	Funding to allow a new service of outreach worker to support care in the home. To identify carers in a rural location that may not otherwise be able to access the service.		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary			
The service is invaluable to residents requiring respite services. The grant is for publicity materials to promote the new service. The provision will include group sessions, help advice and information, outings and an out reach service to support the carer.			
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?			
N/A			

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	N/A
b)	Fully constituted	Yes
c)	Has submitted a bank statement for all bank/savings accounts	Yes
d)	Has submitted audited/signed accounts (or financial projections if a new group).	Yes
e)	Within 50% of the costs for the project/activity	Yes
Additionally, for Events and Festivals, have you checked the Organisation has:		
f)	A viable business plan	N/A
g)	A marketing plan for the activity	N/A
h)	A previous event budget	N/A
i)	A planning framework with clear ownership, responsibility and liability for the event	N/A
j)	Evidence of appropriate insurance coverage and a guarantee bond for the event	N/A
k)	Compliance with all relevant legal and licensing requirements	N/A
l)	Letters of support from other funders or local organisations	N/A

3 General Criteria

a)	Is the activity non-political?	Yes
b)	Is the project consistent with Council priorities?	Yes
c)	Does the project have open membership?	Yes
d)	Have sponsorship agreements been checked?	N/A
e)	How many people overall will benefit from this grant?	30
f)	Is the organisation well established?	Yes
g)	Have you identified any training needs for the organisations committee or volunteers?	No
h)	Does the organisation have volunteer training in place?	Yes
i)	Have you confidence in their ability to deliver a service?	Yes

4 Policy and Procedures

a)	Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults have a Child Protection Policy or a Vulnerable Adults Policy? If No, can you please refer to Children and Families Section, Social Work?	Yes
b)	Clear recruitment policies	Yes
c)	Ongoing training and support for volunteers	Yes
d)	A code of conduct for staff and volunteers	Yes
e)	A Code of Good Practice	Yes
f)	An Equal Opportunities Policy	Yes
g)	A Policy for Managing Confidential Information	Yes
h)	Grievance Procedure for staff and volunteers	Yes
i)	A Disciplinary Procedure for staff and volunteers	Yes

5 Equal Opportunities

What are the clients ethnic group(s)?

A White

Scottish

Other British

Irish

Any other White background please specify

B Mixed

Any Mixed background please specify

C

Eastern European

D Asian, Asian Scottish or Asian British

Indian

Pakistani

Bangladeshi

Chinese

Any other Asian background please write in

E Black, Black Scottish or Black British

Caribbean

African

Any other Black background please write in

F Other Ethnic background

Any other background please write in

Signed: E A Marion

Designation: Community Development Officer

Date: 8 March 2012

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ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**

Please note all grants must be registered with Community Services, Kilmory

1 **Details**

Name of Assessing Officer		Liz Marion	
Have you contacted/visited the organisation to assess this application?			Visited
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.			
Name:		Designation:	
Name of Organisation	DCDG – Recyclers Project	Third Sector	<input checked="" type="checkbox"/>
		Events and Festivals	<input type="checkbox"/>
Key Contact Person:	Charles Forrest	a) Grant requested from A & B Council?	£500
		b) Grant awarded last year?	£0
		c) Total Project cost?	£1000
		d) How much coming from own resources?	£0
		e) How much coming from other agencies?	£0
		f) Grant Recommended:	£250
Reason for grant:	Contribution towards costs of buying computer hardware and software to allow continued operation of recycling old computers.		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary			
There is a constant stream if demand from locals for the recycled computers. Many requests come from the people who have undertaken IT classes at Community Learning. The idea is that people get a chance to build on their skills with free computers until they are ready to purchase a new one for themselves. The group has so far recycled almost 200 machines.			
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?			
N/A			

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	N/A
b)	Fully constituted	Yes
c)	Has submitted a bank statement for all bank/savings accounts	Yes
d)	Has submitted audited/signed accounts (or financial projections if a new group).	Yes
e)	Within 50% of the costs for the project/activity	Yes
Additionally, for Events and Festivals, have you checked the Organisation has:		
f)	A viable business plan	N/A
g)	A marketing plan for the activity	N/A
h)	A previous event budget	N/A
i)	A planning framework with clear ownership, responsibility and liability for the event	N/A
j)	Evidence of appropriate insurance coverage and a guarantee bond for the event	N/A
k)	Compliance with all relevant legal and licensing requirements	N/A
l)	Letters of support from other funders or local organisations	N/A

3 General Criteria

a)	Is the activity non-political?	Yes
b)	Is the project consistent with Council priorities?	Yes
c)	Does the project have open membership?	Yes
d)	Have sponsorship agreements been checked?	N/A
e)	How many people overall will benefit from this grant?	125
f)	Is the organisation well established?	Yes
g)	Have you identified any training needs for the organisations committee or volunteers?	No
h)	Does the organisation have volunteer training in place?	No
i)	Have you confidence in their ability to deliver a service?	Yes

4 Policy and Procedures

a)	Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults have a Child Protection Policy or a Vulnerable Adults Policy? If No, can you please refer to Children and Families Section, Social Work?	Yes
b)	Clear recruitment policies	No
c)	Ongoing training and support for volunteers	No
d)	A code of conduct for staff and volunteers	No
e)	A Code of Good Practice	No
f)	An Equal Opportunities Policy	No
g)	A Policy for Managing Confidential Information	No
h)	Grievance Procedure for staff and volunteers	No
i)	A Disciplinary Procedure for staff and volunteers	No

5 Equal Opportunities

What are the clients ethnic group(s)?

A White

Scottish

Other British

Irish

Any other White background please specify

B Mixed

Any Mixed background please specify

C

Eastern European

D Asian, Asian Scottish or Asian British

Indian

Pakistani

Bangladeshi

Chinese

Any other Asian background please write in

E Black, Black Scottish or Black British

Caribbean

African

Any other Black background please write in

F Other Ethnic background

Any other background please write in

Signed: E A Marion

Designation: Community Development Officer

Date: 06 March 2012

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ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**

Please note all grants must be registered with Community Services, Kilmory

1 **Details**

Name of Assessing Officer		Liz Marion	
Have you contacted/visited the organisation to assess this application?			Visited
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.			
Name:		Designation:	
Name of Organisation	Dunoon and Cowal Elderly Forum	Third Sector	<input checked="" type="checkbox"/>
		Events and Festivals	<input type="checkbox"/>
Key Contact Person:	Margaret Johnston	a) Grant requested from A & B Council?	£300.00
		b) Grant awarded last year?	£0
		c) Total Project cost?	£1167
		d) How much coming from own resources?	£867
		e) How much coming from other agencies?	£0
		f) Grant Recommended:	£150
Reason for grant:	Support towards costs of activities for the group.		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary			
The group plays a valuable role for the elderly of Dunoon and Cowal in the way of providing activities and outings for elderly people who would otherwise be isolated. The group has looked at how to sustain their activities beyond this year and has plans to increase fund raising from other sources other than Third Sector Grants.			
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?			
The group received funding in 2009 – 2010 financial year but did not receive funding in the 2010 – 2011 financial year. The amount that is being recommended is 50% of what was requested.			

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	N/A
b)	Fully constituted	Yes
c)	Has submitted a bank statement for all bank/savings accounts	Yes
d)	Has submitted audited/signed accounts (or financial projections if a new group).	Yes
e)	Within 50% of the costs for the project/activity	Yes
Additionally, for Events and Festivals, have you checked the Organisation has:		
f)	A viable business plan	N/A
g)	A marketing plan for the activity	N/A
h)	A previous event budget	N/A
i)	A planning framework with clear ownership, responsibility and liability for the event	N/A
j)	Evidence of appropriate insurance coverage and a guarantee bond for the event	N/A
k)	Compliance with all relevant legal and licensing requirements	N/A
l)	Letters of support from other funders or local organisations	N/A

3 General Criteria

a)	Is the activity non-political?	Yes
b)	Is the project consistent with Council priorities?	Yes
c)	Does the project have open membership?	Yes
d)	Have sponsorship agreements been checked?	N/A
e)	How many people overall will benefit from this grant?	40 - 50
f)	Is the organisation well established?	Yes
g)	Have you identified any training needs for the organisations committee or volunteers?	No
h)	Does the organisation have volunteer training in place?	Yes No
i)	Have you confidence in their ability to deliver a service?	Yes

4 Policy and Procedures

a)	Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults have a Child Protection Policy or a Vulnerable Adults Policy? If No, can you please refer to Children and Families Section, Social Work?	Yes
b)	Clear recruitment policies	Yes
c)	On-going training and support for volunteers	Yes
d)	A code of conduct for staff and volunteers	Yes
e)	A Code of Good Practice	Yes
f)	An Equal Opportunities Policy	Yes
g)	A Policy for Managing Confidential Information	Yes
h)	Grievance Procedure for staff and volunteers	
i)	A Disciplinary Procedure for staff and volunteers	

5 Equal Opportunities

What are the clients ethnic group(s)?

A White
 Scottish Other British Irish
 Any other White background please specify

B Mixed
 Any Mixed background please specify

C Eastern European

D Asian, Asian Scottish or Asian British
 Indian Pakistani
 Bangladeshi Chinese
 Any other Asian background please write in

E Black, Black Scottish or Black British
 Caribbean African
 Any other Black background please write in

F Other Ethnic background
 Any other background please write in

Signed: E. A Marion

Designation: Community Development Officer

Date: 06 March 2012

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ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**

Please note all grants must be registered with Community Services, Kilmory

1 **Details**

Name of Assessing Officer		Liz Marion	
Have you contacted/visited the organisation to assess this application?			Visited
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.			
Name:		Designation:	
Name of Organisation	Dunoon and Cowal Youth Project	Third Sector	<input checked="" type="checkbox"/>
		Events and Festivals	<input type="checkbox"/>
Key Contact Person:	Tracy Grey	a) Grant requested from A & B Council?	£12,050
		b) Grant awarded last year?	£6750
		c) Total Project cost?	£24,100
		d) How much coming from own resources?	£0
		e) How much coming from other agencies?	£0
		f) Grant Recommended:	£3,013
Reason for grant:	Contribution towards supporting young people to develop group programmes for specific age and interest groups with issue based activities for all ages of young people.		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary			
The Youth Club provides a valuable service to the young people of the area. It provides several activities for specific age groups and interest groups. It also provides diversionary activities on a Friday night. The project has experienced an increase in the numbers using it and is looking developing its service delivery.			
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?			
The organisation has received funding for several years and the recommendation is to give 25% of what has been requested. The group is actively seeking other sources of funding but the current economic climate is making this very hard for them. They have submitted several funding applications over the past year but so far have been unsuccessful.			

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	Pending
b)	Fully constituted	Yes
c)	Has submitted a bank statement for all bank/savings accounts	Yes
d)	Has submitted audited/signed accounts (or financial projections if a new group).	Yes
e)	Within 50% of the costs for the project/activity	Yes
Additionally, for Events and Festivals, have you checked the Organisation has:		
f)	A viable business plan	N/A
g)	A marketing plan for the activity	N/A
h)	A previous event budget	N/A
i)	A planning framework with clear ownership, responsibility and liability for the event	N/A
j)	Evidence of appropriate insurance coverage and a guarantee bond for the event	N/A
k)	Compliance with all relevant legal and licensing requirements	N/A
l)	Letters of support from other funders or local organisations	N/A

3 General Criteria

a)	Is the activity non-political?	Yes
b)	Is the project consistent with Council priorities?	Yes
c)	Does the project have open membership?	Yes
d)	Have sponsorship agreements been checked?	N/A
e)	How many people overall will benefit from this grant?	150
f)	Is the organisation well established?	Yes
g)	Have you identified any training needs for the organisations committee or volunteers?	No
h)	Does the organisation have volunteer training in place?	Yes
i)	Have you confidence in their ability to deliver a service?	Yes

4 Policy and Procedures

a)	Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults have a Child Protection Policy or a Vulnerable Adults Policy? If No, can you please refer to Children and Families Section, Social Work?	Yes
b)	Clear recruitment policies	Yes
c)	Ongoing training and support for volunteers	Yes
d)	A code of conduct for staff and volunteers	Yes
e)	A Code of Good Practice	Yes
f)	An Equal Opportunities Policy	Yes
g)	A Policy for Managing Confidential Information	Yes
h)	Grievance Procedure for staff and volunteers	Yes
i)	A Disciplinary Procedure for staff and volunteers	Yes

5 Equal Opportunities

What are the clients ethnic group(s)?

A White
 Scottish Other British Irish
 Any other White background please specify

B Mixed
 Any Mixed background please specify

C Eastern European

D Asian, Asian Scottish or Asian British
 Indian Pakistani
 Bangladeshi Chinese
 Any other Asian background please write in

E Black, Black Scottish or Black British
 Caribbean African
 Any other Black background please write in

F Other Ethnic background
 Any other background please write in

Signed: E A Marion

Designation: Community Development Officer

Date: 07 March 2012

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ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**

Please note all grants must be registered with Community Services, Kilmory

1 Details

Name of Assessing Officer		Liz Marion	
Have you contacted/visited the organisation to assess this application?			Contacted
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.			
Name:		Designation:	
Name of Organisation	Dunoon Hall Project Group	Third Sector	<input checked="" type="checkbox"/>
		Events and Festivals	<input type="checkbox"/>
Key Contact Person:	Colin Macpherson	a) Grant requested from A & B Council?	£7,710
		b) Grant awarded last year?	£3,250
		c) Total Project cost?	£11,810
		d) How much coming from own resources?	£0
		e) How much coming from other agencies?	£4,100
		f) Grant Recommended:	£2,953
Reason for grant:	To introduce new audiences and young people to contemporary art. There is a cultural and educational perspective and creates opportunities for intergenerational activities. It will give young people the opportunity to devise and deliver community based art workshops.		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary			
The application reflects the desire of young people to become involved in art. More young people have applied than initially anticipated so extra funding is required for equipment. It is being run in conjunction with the hosting of an exhibition of photographic work by Robert Mapplethorpe as part of the Artists Room Scottish tour. The project is not part of the main exhibition but will stem from it and is due to begin in mid April.			
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?			
The group received funding in 29010/11 and this is reflected in the assessment. 50% of project will be £5,905 so recommendation is 50% of that			

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	Pending
b)	Fully constituted	Yes
c)	Has submitted a bank statement for all bank/savings accounts	Yes
d)	Has submitted audited/signed accounts (or financial projections if a new group).	Yes
e)	Within 50% of the costs for the project/activity	Yes
Additionally, for Events and Festivals, have you checked the Organisation has:		
f)	A viable business plan	N/A
g)	A marketing plan for the activity	N/A
h)	A previous event budget	N/A
i)	A planning framework with clear ownership, responsibility and liability for the event	N/A
j)	Evidence of appropriate insurance coverage and a guarantee bond for the event	N/A
k)	Compliance with all relevant legal and licensing requirements	N/A
l)	Letters of support from other funders or local organisations	N/A

3 General Criteria

a)	Is the activity non-political?	Yes
b)	Is the project consistent with Council priorities?	Yes
c)	Does the project have open membership?	Yes
d)	Have sponsorship agreements been checked?	N/A
e)	How many people overall will benefit from this grant?	25
f)	Is the organisation well established?	Yes
g)	Have you identified any training needs for the organisations committee or volunteers?	No
h)	Does the organisation have volunteer training in place?	No
i)	Have you confidence in their ability to deliver a service?	Yes

4 Policy and Procedures

a)	Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults have a Child Protection Policy or a Vulnerable Adults Policy? If No, can you please refer to Children and Families Section, Social Work?	Yes
b)	Clear recruitment policies	No
c)	Ongoing training and support for volunteers	Yes
d)	A code of conduct for staff and volunteers	No
e)	A Code of Good Practice	No
f)	An Equal Opportunities Policy	No
g)	A Policy for Managing Confidential Information	No
h)	Grievance Procedure for staff and volunteers	No
i)	A Disciplinary Procedure for staff and volunteers	No

5 Equal Opportunities

What are the clients ethnic group(s)?

A White
 Scottish Other British Irish
 Any other White background please specify

B Mixed
 Any Mixed background please specify

C Eastern European

D Asian, Asian Scottish or Asian British
 Indian Pakistani
 Bangladeshi Chinese
 Any other Asian background please write in

E Black, Black Scottish or Black British
 Caribbean African
 Any other Black background please write in

F Other Ethnic background
 Any other background please write in

Signed: E A Marion

Designation: Community Development Officer

Date: 8 March 2012

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ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**

Please note all grants must be registered with Community Services, Kilmory

1 **Details**

Name of Assessing Officer		Liz Marion	
Have you contacted/visited the organisation to assess this application?			Contacted
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.			
Name:		Designation:	
Name of Organisation	Fynefest	Third Sector	<input type="checkbox"/>
		Events and Festivals	<input checked="" type="checkbox"/>
Key Contact Person:	Jamie Delap	a) Grant requested from A & B Council?	£1,000
		b) Grant awarded last year?	£0
		c) Total Project cost?	£48,000
		d) How much coming from own resources?	£42,000
		e) How much coming from other agencies?	£5,000
		f) Grant Recommended:	£500 Provisional awaiting original documents
Reason for grant:	Contribution towards four day event over the Jubilee weekend.		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary			
The event has been run in previous years and has proved very successful. It promotes the area and encourages tourism into the area. They have had approximately 2,000 attendees last year and expect the same this year			
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?			
N/A			

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	N/A
b)	Fully constituted	Yes No
c)	Has submitted a bank statement for all bank/savings accounts	Yes No
d)	Has submitted audited/signed accounts (or financial projections if a new group).	Yes No
e)	Within 50% of the costs for the project/activity	Yes
Additionally, for Events and Festivals, have you checked the Organisation has:		
f)	A viable business plan	Yes
g)	A marketing plan for the activity	Yes
h)	A previous event budget	Yes No
i)	A planning framework with clear ownership, responsibility and liability for the event	Yes
j)	Evidence of appropriate insurance coverage and a guarantee bond for the event	Yes
k)	Compliance with all relevant legal and licensing requirements	Yes
l)	Letters of support from other funders or local organisations	Yes No

3 General Criteria

a)	Is the activity non-political?	Yes
b)	Is the project consistent with Council priorities?	Yes
c)	Does the project have open membership?	Yes
d)	Have sponsorship agreements been checked?	N/A
e)	How many people overall will benefit from this grant?	2,000
f)	Is the organisation well established?	Yes
g)	Have you identified any training needs for the organisations committee or volunteers?	No
h)	Does the organisation have volunteer training in place?	No
i)	Have you confidence in their ability to deliver a service?	Yes

4 Policy and Procedures

a)	Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults have a Child Protection Policy or a Vulnerable Adults Policy? If No, can you please refer to Children and Families Section, Social Work?	Yes
b)	Clear recruitment policies	Yes
c)	Ongoing training and support for volunteers	Yes
d)	A code of conduct for staff and volunteers	Yes
e)	A Code of Good Practice	Yes
f)	An Equal Opportunities Policy	Yes
g)	A Policy for Managing Confidential Information	Yes
h)	Grievance Procedure for staff and volunteers	Yes
i)	A Disciplinary Procedure for staff and volunteers	Yes

5 Equal Opportunities

What are the clients ethnic group(s)?

A White
 Scottish Other British Irish
 Any other White background please specify

B Mixed
 Any Mixed background please specify

C Eastern European

D Asian, Asian Scottish or Asian British
 Indian Pakistani
 Bangladeshi Chinese
 Any other Asian background please write in

E Black, Black Scottish or Black British
 Caribbean African
 Any other Black background please write in

F Other Ethnic background
 Any other background please write in

Signed: E A Marion

Designation: Community Development Officer

Date: 12 March 2012

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ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals****Please note all grants must be registered with Community Services, Kilmory****1 Details**

Name of Assessing Officer		Liz Marion	
Have you contacted/visited the organisation to assess this application?			Contacted
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.			
Name:		Designation:	
Name of Organisation	Home Start Majik	Third Sector	<input checked="" type="checkbox"/>
		Events and Festivals	<input type="checkbox"/>
Key Contact Person:	Dee Hancock	a) Grant requested from A & B Council?	£10,000
		b) Grant awarded last year?	£0
		c) Total Project cost?	£22,000
		d) How much coming from own resources?	£12,000
		e) How much coming from other agencies?	£0
		f) Grant Recommended:	£5,000
Reason for grant:	To carry out family engagement activities in Cowal and Bute by home visiting volunteers		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary			
The project provides a valuable service to families with children under 5. It has run successfully in MAKI and is now expanding into Bute and Cowal. Their clients are encouraged to interact with their children and the volunteers act as positive role models for the family. The project deals with the social exclusion that vulnerable families feel especially in a rural area. It improves the capacity of the families which has a knock on effect on local communities. It also promotes health and well-being within the families and community			
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?			
N/A			

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	Pending
b)	Fully constituted	Yes
c)	Has submitted a bank statement for all bank/savings accounts	Yes
d)	Has submitted audited/signed accounts (or financial projections if a new group).	Yes
e)	Within 50% of the costs for the project/activity	Yes
Additionally, for Events and Festivals, have you checked the Organisation has:		
f)	A viable business plan	Yes No
g)	A marketing plan for the activity	Yes No
h)	A previous event budget	Yes No
i)	A planning framework with clear ownership, responsibility and liability for the event	Yes No
j)	Evidence of appropriate insurance coverage and a guarantee bond for the event	Yes No
k)	Compliance with all relevant legal and licensing requirements	Yes No
l)	Letters of support from other funders or local organisations	Yes No

3 General Criteria

a)	Is the activity non-political?	Yes
b)	Is the project consistent with Council priorities?	Yes
c)	Does the project have open membership?	Yes
d)	Have sponsorship agreements been checked?	N/A
e)	How many people overall will benefit from this grant?	20 - 30
f)	Is the organisation well established?	Yes
g)	Have you identified any training needs for the organisations committee or volunteers?	No
h)	Does the organisation have volunteer training in place?	Yes
i)	Have you confidence in their ability to deliver a service?	Yes

4 Policy and Procedures

a)	Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults have a Child Protection Policy or a Vulnerable Adults Policy? If No, can you please refer to Children and Families Section, Social Work?	Yes
b)	Clear recruitment policies	Yes
c)	Ongoing training and support for volunteers	Yes
d)	A code of conduct for staff and volunteers	Yes
e)	A Code of Good Practice	Yes
f)	An Equal Opportunities Policy	Yes
g)	A Policy for Managing Confidential Information	Yes
h)	Grievance Procedure for staff and volunteers	Yes
i)	A Disciplinary Procedure for staff and volunteers	Yes

5 Equal Opportunities

What are the clients ethnic group(s)?

A White
 Scottish Other British Irish
 Any other White background please specify

B Mixed
 Any Mixed background please specify

C Eastern European

D Asian, Asian Scottish or Asian British
 Indian Pakistani
 Bangladeshi Chinese
 Any other Asian background please write in

E Black, Black Scottish or Black British
 Caribbean African
 Any other Black background please write in

F Other Ethnic background
 Any other background please write in

Signed: E A Marion

Designation: Community Development Officer

Date: 12 March 2012

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ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals****Please note all grants must be registered with Community Services, Kilmory****1 Details**

Name of Assessing Officer		Liz Marion	
Have you contacted/visited the organisation to assess this application?			Contacted
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.			
Name:		Designation:	
Name of Organisation	Isle of Bute Sailing Club	Third Sector	<input checked="" type="checkbox"/>
		Events and Festivals	<input type="checkbox"/>
Key Contact Person:	Alan Marshall	a) Grant requested from A & B Council?	£1,500
		b) Grant awarded last year?	£0
		c) Total Project cost?	£3,000
		d) How much coming from own resources?	£1,500
		e) How much coming from other agencies?	£0
		f) Grant Recommended:	£750
Reason for grant:	Contribution towards purchase of two new boats to enable group to provide activities to children that have previously been turned away due to lack of boats.		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary			
The sailing club provides the opportunity for young people to expand their skills and knowledge. It also builds their capacity to participate in group activities and outdoor pursuits. At present they are turning away possible participants due to lack of boats. The committee is trying to expand the involvement of the whole community in its organisation and will therefore build the capacity of the community.			
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?			
N/A			

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	N/A
----	----------------------------	-----

b)	Fully constituted	Yes
c)	Has submitted a bank statement for all bank/savings accounts	Yes
d)	Has submitted audited/signed accounts (or financial projections if a new group).	Yes
e)	Within 50% of the costs for the project/activity	Yes
Additionally, for Events and Festivals, have you checked the Organisation has:		
f)	A viable business plan	N/A
g)	A marketing plan for the activity	N/A
h)	A previous event budget	N/A
i)	A planning framework with clear ownership, responsibility and liability for the event	N/A
j)	Evidence of appropriate insurance coverage and a guarantee bond for the event	N/A
k)	Compliance with all relevant legal and licensing requirements	N/A
l)	Letters of support from other funders or local organisations	N/A

3 General Criteria

a)	Is the activity non-political?	Yes
b)	Is the project consistent with Council priorities?	Yes
c)	Does the project have open membership?	Yes
d)	Have sponsorship agreements been checked?	N/A
e)	How many people overall will benefit from this grant?	20
f)	Is the organisation well established?	Yes
g)	Have you identified any training needs for the organisations committee or volunteers?	No
h)	Does the organisation have volunteer training in place?	No
i)	Have you confidence in their ability to deliver a service?	Yes

4 Policy and Procedures

a)	Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults have a Child Protection Policy or a Vulnerable Adults Policy? If No, can you please refer to Children and Families Section, Social Work?	Working towards policies. I have referred them to Liz Strang for assistance
b)	Clear recruitment policies	No
c)	Ongoing training and support for volunteers	No
d)	A code of conduct for staff and volunteers	No
e)	A Code of Good Practice	No
f)	An Equal Opportunities Policy	No
g)	A Policy for Managing Confidential Information	No
h)	Grievance Procedure for staff and volunteers	No
i)	A Disciplinary Procedure for staff and volunteers	No

5 Equal Opportunities

What are the clients ethnic group(s)?

A	White	<input checked="" type="checkbox"/>	Scottish	<input checked="" type="checkbox"/>	Other British	<input type="checkbox"/>	Irish
	<input type="checkbox"/>	Any other White background please specify					<input type="text"/>
B	Mixed	<input type="checkbox"/>	Any Mixed background please specify				<input type="text"/>
	<input type="checkbox"/>	Eastern European					
D	Asian, Asian Scottish or Asian British	<input type="checkbox"/>	Indian	<input type="checkbox"/>	Pakistani		
	<input type="checkbox"/>	Bangladeshi	<input type="checkbox"/>	Chinese			
	<input type="checkbox"/>	Any other Asian background please write in					<input type="text"/>
	<input type="checkbox"/>						
E	Black, Black Scottish or Black British	<input type="checkbox"/>	Caribbean	<input type="checkbox"/>	African		
	<input type="checkbox"/>	Any other Black background please write in					<input type="text"/>
F	Other Ethnic background	<input type="checkbox"/>	Any other background please write in				<input type="text"/>
	<input type="checkbox"/>						

Signed: E A Marion

Designation: Community Development Officer

Date: 07 March 2012

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ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals****Please note all grants must be registered with Community Services, Kilmory****1 Details**

Name of Assessing Officer		Liz Marion	
Have you contacted/visited the organisation to assess this application?			Visited
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.			
Name:		Designation:	
Name of Organisation	Kirn Gala	Third Sector	<input type="checkbox"/>
		Events and Festivals	<input checked="" type="checkbox"/>
Key Contact Person:	Ronald Harris	a) Grant requested from A & B Council?	£1,280
		b) Grant awarded last year?	£1283
		c) Total Project cost?	£4052
		d) How much coming from own resources?	£2772
		e) How much coming from other agencies?	£0
		f) Grant Recommended:	£320
Reason for grant:	Assistance with costs of running Kirn Gala		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary			
The Kirn Gala has run successfully for a number of years and has grown in size every year. It provides a community activity which brings together all the age groups in the Community. It enhances the quality of life for the community and has a positive impact on the local community. The letters of support indicate the standing of this event for the area.			
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?			
The group has received funding for the past five years. The assessment reflects a reduction to 25% in the level of funding offered to the group from the Third Sector Grants.			

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	N/A
b)	Fully constituted	Yes
c)	Has submitted a bank statement for all bank/savings accounts	Yes
d)	Has submitted audited/signed accounts (or financial projections if a new group).	Yes
e)	Within 50% of the costs for the project/activity	Yes
Additionally, for Events and Festivals, have you checked the Organisation has:		
f)	A viable business plan	Yes
g)	A marketing plan for the activity	Yes
h)	A previous event budget	Yes
i)	A planning framework with clear ownership, responsibility and liability for the event	Yes
j)	Evidence of appropriate insurance coverage and a guarantee bond for the event	Yes
k)	Compliance with all relevant legal and licensing requirements	Yes
l)	Letters of support from other funders or local organisations	Yes

3 General Criteria

a)	Is the activity non-political?	Yes
b)	Is the project consistent with Council priorities?	Yes
c)	Does the project have open membership?	Yes
d)	Have sponsorship agreements been checked?	Yes
e)	How many people overall will benefit from this grant?	3,000
f)	Is the organisation well established?	Yes
g)	Have you identified any training needs for the organisations committee or volunteers?	Yes
h)	Does the organisation have volunteer training in place?	Yes
i)	Have you confidence in their ability to deliver a service?	Yes

4 Policy and Procedures

a)	Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults have a Child Protection Policy or a Vulnerable Adults Policy? If No, can you please refer to Children and Families Section, Social Work?	N/A
b)	Clear recruitment policies	Yes
c)	Ongoing training and support for volunteers	Yes
d)	A code of conduct for staff and volunteers	Yes
e)	A Code of Good Practice	Yes
f)	An Equal Opportunities Policy	Yes
g)	A Policy for Managing Confidential Information	Yes
h)	Grievance Procedure for staff and volunteers	Yes
i)	A Disciplinary Procedure for staff and volunteers	Yes

5 Equal Opportunities

What are the clients ethnic group(s)?

A White
 Scottish Other British Irish
 Any other White background please specify

B Mixed
 Any Mixed background please specify

C Eastern European

D Asian, Asian Scottish or Asian British
 Indian Pakistani
 Bangladeshi Chinese
 Any other Asian background please write in

E Black, Black Scottish or Black British
 Caribbean African
 Any other Black background please write in

F Other Ethnic background
 Any other background please write in

Signed: E A Marion

Designation: Community Development officer

Date: 7-Mar-12

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ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**

Please note all grants must be registered with Community Services, Kilmory

1 **Details**

Name of Assessing Officer		Liz Marion	
Have you contacted/visited the organisation to assess this application?			Visited
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.			
Name:		Designation:	
Name of Organisation	Lochgoilhead Fiddle Workshop	Third Sector	<input checked="" type="checkbox"/>
		Events and Festivals	<input type="checkbox"/>
Key Contact Person:	Evie Campbell	a) Grant requested from A & B Council?	£2016
		b) Grant awarded last year?	£0
		c) Total Project cost?	£5210.00
		d) How much coming from own resources?	£1,000
		e) How much coming from other agencies?	£2194.00
		f) Grant Recommended:	£504
Reason for grant:	A contribution towards the annual running of activities of the group.		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary			
This is a special anniversary for the group (10 th) and they intend to host a number of events including fiddle workshops, a country walk and ceilidh. The organisation promotes traditional Scottish Fiddle music. They are also working with local schools and Dunoon Grammar to encourage young people to take an interest in Scottish music.			
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?			
Although no funding for Lochgoilhead Fiddle Workshop was made last year they have received funding since 2007. I have therefore assessed them for 25% of amount requested			

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	Pending
b)	Fully constituted	Yes
c)	Has submitted a bank statement for all bank/savings accounts	Yes
d)	Has submitted audited/signed accounts (or financial projections if a new group).	Yes
e)	Within 50% of the costs for the project/activity	Yes
Additionally, for Events and Festivals, have you checked the Organisation has:		
f)	A viable business plan	N/A
g)	A marketing plan for the activity	N/A
h)	A previous event budget	N/A
i)	A planning framework with clear ownership, responsibility and liability for the event	N/A
j)	Evidence of appropriate insurance coverage and a guarantee bond for the event	N/A
k)	Compliance with all relevant legal and licensing requirements	N/A
l)	Letters of support from other funders or local organisations	N/A

3 General Criteria

a)	Is the activity non-political?	Yes
b)	Is the project consistent with Council priorities?	Yes
c)	Does the project have open membership?	Yes
d)	Have sponsorship agreements been checked?	N/A
e)	How many people overall will benefit from this grant?	200
f)	Is the organisation well established?	Yes
g)	Have you identified any training needs for the organisations committee or volunteers?	No
h)	Does the organisation have volunteer training in place?	Yes
i)	Have you confidence in their ability to deliver a service?	Yes

4 Policy and Procedures

a)	Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults have a Child Protection Policy or a Vulnerable Adults Policy? If No, can you please refer to Children and Families Section, Social Work?	N/A
b)	Clear recruitment policies	Yes
c)	Ongoing training and support for volunteers	Yes
d)	A code of conduct for staff and volunteers	Yes
e)	A Code of Good Practice	Yes
f)	An Equal Opportunities Policy	Yes
g)	A Policy for Managing Confidential Information	Yes
h)	Grievance Procedure for staff and volunteers	Yes
i)	A Disciplinary Procedure for staff and volunteers	Yes

5 Equal Opportunities

What are the clients ethnic group(s)?

A White
 White
 Scottish Other British Irish
 Any other White background please specify

B Mixed
 Any Mixed background please specify

C Eastern European

D Asian, Asian Scottish or Asian British
 Indian Pakistani
 Bangladeshi Chinese
 Any other Asian background please write in

E Black, Black Scottish or Black British
 Caribbean African
 Any other Black background please write in

F Other Ethnic background
 Any other background please write in

Signed: E A Marion

Designation: Community Development Officer

Date: 07 March 2012

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ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals****Please note all grants must be registered with Community Services, Kilmory****1 Details**

Name of Assessing Officer		Liz Marion	
Have you contacted/visited the organisation to assess this application?			Contacted
Name and Designation of Council Officer you have contacted to discuss the application e.g. Arts & Culture, Social Work, Sports etc.			
Name:		Designation:	
Name of Organisation	Rothesay & District Pipe Band	Third Sector	<input checked="" type="checkbox"/>
		Events and Festivals	<input type="checkbox"/>
Key Contact Person:	Jane Sinclair	a) Grant requested from A & B Council?	£2,000
		b) Grant awarded last year?	£0
		c) Total Project cost?	£11,100
		d) How much coming from own resources?	£4,100
		e) How much coming from other agencies?	£5,000
		f) Grant Recommended:	£1,000
Reason for grant:	A contribution towards the travel costs of the group going to Sulzberg for 40 th anniversary of twinning with Sulzbach.		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary			
The group will be running a number of events and Scottish night to promote Bute to the residents of Sulzbach. It is hoped to revive the links with the people of Sulzbach and encourage tourism to the island. This will also assist in the development of confidence and self-esteem of the players.			
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?			
N/A			

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	Pending
b)	Fully constituted	Yes
c)	Has submitted a bank statement for all bank/savings accounts	No At accountants
d)	Has submitted audited/signed accounts (or financial projections if a new group).	Yes
e)	Within 50% of the costs for the project/activity	Yes
Additionally, for Events and Festivals, have you checked the Organisation has:		
f)	A viable business plan	Yes No
g)	A marketing plan for the activity	Yes No
h)	A previous event budget	Yes No
i)	A planning framework with clear ownership, responsibility and liability for the event	Yes No
j)	Evidence of appropriate insurance coverage and a guarantee bond for the event	Yes No
k)	Compliance with all relevant legal and licensing requirements	Yes No
l)	Letters of support from other funders or local organisations	Yes No

3 General Criteria

a)	Is the activity non-political?	Yes
b)	Is the project consistent with Council priorities?	Yes
c)	Does the project have open membership?	Yes
d)	Have sponsorship agreements been checked?	N/A
e)	How many people overall will benefit from this grant?	25
f)	Is the organisation well established?	Yes
g)	Have you identified any training needs for the organisations committee or volunteers?	No
h)	Does the organisation have volunteer training in place?	Yes
i)	Have you confidence in their ability to deliver a service?	Yes

4 Policy and Procedures

a)	Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults have a Child Protection Policy or a Vulnerable Adults Policy? If No, can you please refer to Children and Families Section, Social Work?	Yes
b)	Clear recruitment policies	Yes
c)	Ongoing training and support for volunteers	Yes
d)	A code of conduct for staff and volunteers	Yes
e)	A Code of Good Practice	Yes
f)	An Equal Opportunities Policy	Yes
g)	A Policy for Managing Confidential Information	Yes
h)	Grievance Procedure for staff and volunteers	Yes
i)	A Disciplinary Procedure for staff and volunteers	Yes

5 Equal Opportunities

What are the clients ethnic group(s)?

A White

Scottish

Other British

Irish

Any other White background please specify

B Mixed

Any Mixed background please specify

Pakistani

C

Eastern European

D Asian, Asian Scottish or Asian British

Indian

Pakistani

Bangladeshi

Chinese

Any other Asian background please write in

E Black, Black Scottish or Black British

Caribbean

African

Any other Black background please write in

F Other Ethnic background

Any other background please write in

Signed: E A Marion

Designation: Community Development Officer

Date: 08 March 2012

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ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**

Please note all grants must be registered with Community Services, Kilmory

1 Details

Name of Assessing Officer		Liz Marion	
Have you contacted/visited the organisation to assess this application?			Contacted
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.			
Name:		Designation:	
Name of Organisation	The Rustle Way Foundation	Third Sector	<input checked="" type="checkbox"/>
		Events and Festivals	<input type="checkbox"/>
Key Contact Person:	Nicola Jones	a) Grant requested from A & B Council?	£16,750 (more than 50%)
		b) Grant awarded last year?	£0
		c) Total Project cost?	£28,000
		d) How much coming from own resources?	£11,250 (in kind)
		e) How much coming from other agencies?	£0
		f) Grant Recommended:	£0
Reason for grant:	Contribution towards the establishment of a multimedia school.		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary			
No, this is a new organisation requesting a contribution towards the costs of establishing an Art and multimedia school in Port Bannantyne. The group have not provided enough evidence of need for the project. The group also require to raise more finance to match fund the request.			
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?			
N/A			

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	Pending
b)	Fully constituted	Yes <input checked="" type="checkbox"/>
c)	Has submitted a bank statement for all bank/savings accounts	Yes <input checked="" type="checkbox"/> No

d)	Has submitted audited/signed accounts (or financial projections if a new group).	Yes	√	No
e)	Within 50% of the costs for the project/activity	Yes	No	√
Additionally, for Events and Festivals, have you checked the Organisation has:				
f)	A viable business plan	Yes	No	
g)	A marketing plan for the activity	Yes	No	
h)	A previous event budget	Yes	No	
i)	A planning framework with clear ownership, responsibility and liability for the event	Yes	No	
j)	Evidence of appropriate insurance coverage and a guarantee bond for the event	Yes	No	
k)	Compliance with all relevant legal and licensing requirements	Yes	No	
l)	Letters of support from other funders or local organisations	Yes	No	

3 General Criteria

a)	Is the activity non-political?	Yes
b)	Is the project consistent with Council priorities?	Yes
c)	Does the project have open membership?	Yes
d)	Have sponsorship agreements been checked?	N/A
e)	How many people overall will benefit from this grant?	
f)	Is the organisation well established?	No New organisation
g)	Have you identified any training needs for the organisations committee or volunteers?	No
h)	Does the organisation have volunteer training in place?	No
i)	Have you confidence in their ability to deliver a service?	Yes

4 Policy and Procedures

a)	Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults have a Child Protection Policy or a Vulnerable Adults Policy? If No, can you please refer to Children and Families Section, Social Work?	Yes
b)	Clear recruitment policies	Yes
c)	Ongoing training and support for volunteers	Yes
d)	A code of conduct for staff and volunteers	Yes
e)	A Code of Good Practice	Yes
f)	An Equal Opportunities Policy	Yes
g)	A Policy for Managing Confidential Information	Yes
h)	Grievance Procedure for staff and volunteers	Yes
i)	A Disciplinary Procedure for staff and volunteers	Yes

5 Equal Opportunities

What are the clients ethnic group(s)?
A White

Scottish

Other British

Irish

Any other White background please specify

B Mixed

Any Mixed background please specify

C

Eastern European

D Asian, Asian Scottish or Asian British

Indian

Pakistani

Bangladeshi

Chinese

Any other Asian background please write in

E Black, Black Scottish or Black British

Caribbean

African

Any other Black background please write in

F Other Ethnic background

Any other background please write in

Signed: E A Marion

Designation: Community Development Officer

Date: 12 March 201

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ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**

Please note all grants must be registered with Community Services, Kilmory

1 Details

Name of Assessing Officer		Liz Marion	
Have you contacted/visited the organisation to assess this application?			Contacted Visited
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.			
Name:		Designation:	
Name of Organisation	Sandbank Senior Citizens Club	Third Sector	<input checked="" type="checkbox"/>
		Events and Festivals	<input type="checkbox"/>
Key Contact Person:	Arthur Oliver	a) Grant requested from A & B Council?	£850
		b) Grant awarded last year?	£400
		c) Total Project cost?	£2850.00
		d) How much coming from own resources?	£1500.00
		e) How much coming from other agencies?	£500.00
		f) Grant Recommended:	£213
Reason for grant:	To assist with the regular activities of the Club including hall rental, payment for entertainment, catering and general running expenses		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary			
The Club provides a series of events for elderly people in the area. This reduces the risk of isolation among the elderly. The Club has provided these activities since 1994 and is well established.			
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?			
The Club has received funding for the past five years. The Club has £7,000 in bank which includes the £1,500 they have committed to this application. The recommendation of 25% of amount requested reflects the fact that there is a history of grants from Argyll & Bute Council.			

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	N/A
b)	Fully constituted	Yes
c)	Has submitted a bank statement for all bank/savings accounts	Yes
d)	Has submitted audited/signed accounts (or financial projections if a new group).	Yes
e)	Within 50% of the costs for the project/activity	Yes
Additionally, for Events and Festivals, have you checked the Organisation has:		
f)	A viable business plan	N/A
g)	A marketing plan for the activity	N/A
h)	A previous event budget	N/A
i)	A planning framework with clear ownership, responsibility and liability for the event	N/A
j)	Evidence of appropriate insurance coverage and a guarantee bond for the event	N/A
k)	Compliance with all relevant legal and licensing requirements	N/A
l)	Letters of support from other funders or local organisations	N/A

3 General Criteria

a)	Is the activity non-political?	Yes
b)	Is the project consistent with Council priorities?	Yes
c)	Does the project have open membership?	Yes
d)	Have sponsorship agreements been checked?	N/A
e)	How many people overall will benefit from this grant?	80+
f)	Is the organisation well established?	Yes
g)	Have you identified any training needs for the organisations committee or volunteers?	No
h)	Does the organisation have volunteer training in place?	No
i)	Have you confidence in their ability to deliver a service?	Yes

4 Policy and Procedures

a)	Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults have a Child Protection Policy or a Vulnerable Adults Policy? If No, can you please refer to Children and Families Section, Social Work?	Yes
b)	Clear recruitment policies	Yes
c)	Ongoing training and support for volunteers	Yes
d)	A code of conduct for staff and volunteers	Yes
e)	A Code of Good Practice	Yes
f)	An Equal Opportunities Policy	No
g)	A Policy for Managing Confidential Information	No
h)	Grievance Procedure for staff and volunteers	Yes
i)	A Disciplinary Procedure for staff and volunteers	Yes

5 Equal Opportunities

What are the clients ethnic group(s)?

A White

Scottish

Other British

Irish

Any other White background please specify

B Mixed

Any Mixed background please specify

C

Eastern European

D Asian, Asian Scottish or Asian British

Indian

Pakistani

Bangladeshi

Chinese

Any other Asian background please write in

E Black, Black Scottish or Black British

Caribbean

African

Any other Black background please write in

F Other Ethnic background

Any other background please write in

Signed: E A Marion

Designation: Community Development Officer

Date: 08 March 2012

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ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**

Please note all grants must be registered with Community Services, Kilmory

1 **Details**

Name of Assessing Officer		Liz Marion	
Have you contacted/visited the organisation to assess this application?			Contacted
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.			
Name:		Designation:	
Name of Organisation	Strachur and District Youth Club	Third Sector	<input type="checkbox"/>
		Events and Festivals	<input checked="" type="checkbox"/>
Key Contact Person:	Gavin Kerr	a) Grant requested from A & B Council?	£2,800
		b) Grant awarded last year?	£0
		c) Total Project cost?	£5,600
		d) How much coming from own resources?	£1,500
		e) How much coming from other agencies?	£1,300
		f) Grant Recommended:	£1,400
Reason for grant:	To assist with the costs of hosting a one-day music festival featuring local musicians and other entertainment		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary			
<p>This will be the second time that this event will be held. The first event was very well received with a large number of letters of support.</p> <p>The activities are being planned by the community as a whole and will therefore build the capacity of the community. The event is aimed at celebrating and promoting the local culture. This is in line with the council's priority to enhance the quality of life of the residents and to build the capacity of the community.</p> <p>Strachur is a natural hub for the surrounding area and events held there are well attended.</p>			
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?			
N/A			

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	Pending
b)	Fully constituted	Yes
c)	Has submitted a bank statement for all bank/savings accounts	Yes
d)	Has submitted audited/signed accounts (or financial projections if a new group).	Yes
e)	Within 50% of the costs for the project/activity	Yes
Additionally, for Events and Festivals, have you checked the Organisation has:		
f)	A viable business plan	Yes
g)	A marketing plan for the activity	Yes
h)	A previous event budget	Yes
i)	A planning framework with clear ownership, responsibility and liability for the event	Yes
j)	Evidence of appropriate insurance coverage and a guarantee bond for the event	Yes
k)	Compliance with all relevant legal and licensing requirements	Yes
l)	Letters of support from other funders or local organisations	Yes

3 General Criteria

a)	Is the activity non-political?	Yes
b)	Is the project consistent with Council priorities?	Yes
c)	Does the project have open membership?	Yes
d)	Have sponsorship agreements been checked?	Yes
e)	How many people overall will benefit from this grant?	250 - 350
f)	Is the organisation well established?	Yes
g)	Have you identified any training needs for the organisations committee or volunteers?	Yes
h)	Does the organisation have volunteer training in place?	Yes
i)	Have you confidence in their ability to deliver a service?	Yes

4 Policy and Procedures

a)	Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults have a Child Protection Policy or a Vulnerable Adults Policy? If No, can you please refer to Children and Families Section, Social Work?	Yes
b)	Clear recruitment policies	No
c)	Ongoing training and support for volunteers	Yes
d)	A code of conduct for staff and volunteers	Yes
e)	A Code of Good Practice	Yes
f)	An Equal Opportunities Policy	Yes
g)	A Policy for Managing Confidential Information	No
h)	Grievance Procedure for staff and volunteers	Yes
i)	A Disciplinary Procedure for staff and volunteers	Yes

5 Equal Opportunities

What are the clients ethnic group(s)?

A White
 Scottish Other British Irish
 Any other White background please specify

B Mixed
 Any Mixed background please specify

C Eastern European

D Asian, Asian Scottish or Asian British
 Indian Pakistani
 Bangladeshi Chinese
 Any other Asian background please write in

E Black, Black Scottish or Black British
 Caribbean African
 Any other Black background please write in

F Other Ethnic background
 Any other background please write in

Signed: E A Marion

Designation: Community Development Officer

Date: 09 March 2012

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ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals****Please note all grants must be registered with Community Services, Kilmory****1 Details**

Name of Assessing Officer		Liz Marion	
Have you contacted/visited the organisation to assess this application?			Contacted
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.			
Name:		Designation:	
Name of Organisation	Youth Stuff	Third Sector	<input checked="" type="checkbox"/>
		Events and Festivals	<input type="checkbox"/>
Key Contact Person:	Liz Miller	a) Grant requested from A & B Council?	£999
		b) Grant awarded last year?	£0
		c) Total Project cost?	£8643
		d) How much coming from own resources?	£5214
		e) How much coming from other agencies?	£2430
		f) Grant Recommended:	£500 (provisional on receiving constitution)
Reason for grant:	A contribution towards venue rental for the project to provide arts opportunities for young people in Cowal		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary			
The organisation provides a number of art related activities with over 100 members. There is a growing need to provide activities for young people especially during the summer period. At present the Youth Club is struggling and this provides an alternative source of activities for young people.			
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?			
N/A			

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	N/A
b)	Fully constituted	Yes No
c)	Has submitted a bank statement for all bank/savings accounts	Yes
d)	Has submitted audited/signed accounts (or financial projections if a new group).	Yes
e)	Within 50% of the costs for the project/activity	Yes
Additionally, for Events and Festivals, have you checked the Organisation has:		
f)	A viable business plan	Yes No
g)	A marketing plan for the activity	Yes No
h)	A previous event budget	Yes No
i)	A planning framework with clear ownership, responsibility and liability for the event	Yes No
j)	Evidence of appropriate insurance coverage and a guarantee bond for the event	Yes No
k)	Compliance with all relevant legal and licensing requirements	Yes No
l)	Letters of support from other funders or local organisations	Yes No

3 General Criteria

a)	Is the activity non-political?	Yes
b)	Is the project consistent with Council priorities?	Yes
c)	Does the project have open membership?	Yes
d)	Have sponsorship agreements been checked?	N/A
e)	How many people overall will benefit from this grant?	200 - 500
f)	Is the organisation well established?	Yes
g)	Have you identified any training needs for the organisations committee or volunteers?	No
h)	Does the organisation have volunteer training in place?	No
i)	Have you confidence in their ability to deliver a service?	Yes

4 Policy and Procedures

a)	Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults have a Child Protection Policy or a Vulnerable Adults Policy? If No, can you please refer to Children and Families Section, Social Work?	Yes
b)	Clear recruitment policies	Yes
c)	Ongoing training and support for volunteers	Yes
d)	A code of conduct for staff and volunteers	Yes
e)	A Code of Good Practice	Yes
f)	An Equal Opportunities Policy	Yes
g)	A Policy for Managing Confidential Information	Yes
h)	Grievance Procedure for staff and volunteers	Yes
i)	A Disciplinary Procedure for staff and volunteers	Yes

5 Equal Opportunities

What are the clients ethnic group(s)?

A White
 Scottish Other British Irish
 Any other White background please specify

B Mixed
 Any Mixed background please specify

C Eastern European

D Asian, Asian Scottish or Asian British
 Indian Pakistani
 Bangladeshi Chinese
 Any other Asian background please write in

E Black, Black Scottish or Black British
 Caribbean African
 Any other Black background please write in

F Other Ethnic background
 Any other background please write in

Signed: E.A Marion

Designation: Community Development Officer

Date: 12 March 2012

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**ARGYLL AND BUTE COUNCIL
CUSTOMER SERVICES**

**BUTE AND COWAL
AREA COMMITTEE
3rd April 2012**

CRUACH MOR AND CLACHAN FLATS WIND FARM TRUSTS.

1.0 SUMMARY

1.1 This report updates Members on the work of both the Cruach Mhor and Clachan Flats Wind Farm Trusts.

2.0 RECOMMENDATION

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

3.0 DETAIL

3.1 The detail of this report is contained at Appendix 1.

4.0 CONCLUSIONS

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

5.0 IMPLICATIONS

Policy: None
Financial: None
Personnel: None
Equal Opportunities: None

For further information contact: Shirley MacLeod, Area Governance Manager 01369 707134

Date: 27th March 2012

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Clachan Flats (Cairndow) Windfarm Trust**Report to: Bute & Cowal Area Committee****Report From: Alison Hutchins, Secretary/Treasurer****Date: 20th March 2012**

No changes to the committee:

Ernie McPherson – Chair

Alison Hutchins – Secretary/Treasurer

Glyn Toplis – Cairndow Community Council Representative

Dot Chalmers – Cairndow Community Council Representative

Councillor Bruce Marshall – Argyll and Bute Council Representative

January 2011 – December 2011 (9 applications received)

1 - Strachur Primary School (February): funding towards curling equipment to be used in fundraising events

£263 requested - £263 awarded

2 - Cairndow Village Hall (awarded April): funding to stabilize the lay-by and parking area in front of the Hydro Cottages

£2460 requested £2460 awarded

3 - Kilmorich Church (awarded June): funding towards the Hymnal Plus music system

£2200 requested £1320 awarded (60%)

4 - Cairndow Clay Target Club (awarded June): funding towards the purchase of 2 modern clay pigeon traps

£6660 requested £3996 awarded (60%)

5 - Here We Are (awarded June): This application was for financial assistance to purchase the interactive kiosk for displaying exhibitions at the Here We Are Centre.

£3910 requested £2346 awarded (60%)

6 - Cairndow Childcare (May application): towards arts and crafts materials, maintenance of outdoor play area, replace worn out equipment and assist with staffing costs.

£5000 requested

Application returned due to lack of information and detail

7 - Community Council (June application): to fund a three year project to eradicate the Japanese Knotweed along the foreshore of the village.

£850 requested £500 awarded

8 - Strachur Primary School (Sep application) field trip to the Science Centre and also for the Midland Theatre Company activity

£475 requested £475 awarded

9 – Cairndow Community Council (November): Funding to go towards 'Live Music Event' to be held at the Stagecoach Inn in Cairndow.

£500 requested £500 awarded

CRUACH MHOR WIND FARM TRUST

REPORT FOR YEAR TO 31ST MARCH 2011

This report is made to the Bute and Cowal area committee of Argyll and Bute Council of the activities of the Cruach Mhor Wind Farm Trust for the year ending 31st March 2011. At the year end the Trustees in office were Councillor Alex McNaughton as elected member and chairman, Councillor Bruce Marshall, Danuta Steedman and Tom Mowat nominees of Colintrave and Glendaruel Community Council and Martin Mather a representative of Scottish Power.

The annual index linked grant from Scottish Power for the year was £ 25,762.65. Grant money of £940 held by the local Newsletter had been refunded to the trust when it ceased to function. The deposit of funds with the Royal Bank of Scotland in a separate investment account had ceased as interest rates were so low and would be re invested when the rates improved. Bank interest totalled £49.16.

During the year twenty one grants were given totalling £ 48,611.54. Once again children's activities accounted for a considerable part of the total which also included three instalments of the grant to the local Development Trust totalling £21,361. 54.

At the close of the accounting year the funds held were £44,284.19 as shown in the attached statement which has been examined by an independent person.

This report has been prepared by Tom Mowat, Secretary and Treasurer.

Waulkmill,
Glendaruel,
Argyll.



20th March 2012

CRUACH MHOR WIND FARM TRUST

ACCOUNTS FOR YEAR ENDING 31ST MARCH 2011

CASH IN BANK and RECEIPTS

Royal Bank of Scotland funds at 01/04/10

Current account	£ 22,702.42	
Less unrepresented cheque	1,498.50	
	<u>£ 21,203.92</u>	
Deposited funds	45,000.00	
Total monies in Bank		£ 66,203.92

RECEIPTS

23/06/10	GRE Energy annual grant	£ 25,762.65	
01/02/11	Grant refunded by Newsletter	940.00	
-	Bank interest received	49.16	
	Total receipts		<u>26,751.81</u>

£ 92,955.73

PAYMENTS

GRANTS AWARDED

02/05/10	Kilmodan Primary School	£ 999.00	
02/05/10	Newsletter	900.00	
24/05/10	Friends of Kilmodan & Colintraive Church	8000.00	
02/06/10	Glendaruel Hall	2000.00	
06/06/10	Development Trust (instalment)	7161.54	
18/07/10	Childrens Feis	900.00	
05/08/10	Sandy Mevicar Shinty	250.00	
18/07/10	Col/Glen Shinty Club	1,000.00	
18/07/10	Colintraive Hall	5,000.00	
02/09/10	Colintraive Heritage centre	2,000.00	
09/10/10	First Glendaruel Brownies	430.00	
09/10/10	Hallowe'en Party	130.00	
09/10/10	Col/Glen Fellowship	850.00	
09/10/10	Walking Theatre Group	796.00	
07/11/10	Development Trust (instalment)	7,100.00	
16/02/11	Development Trust (instalment)	7,100.00	
24/02/11	Glendaruel Hall	950.00	
16/03/11	Colintraive Hall	960.00	
11/03/11	Glendaruel function funding	400.00	
11/03/11	Glendaruel Hall Architects fees etc	1,000.00	
21/03/11	Childrens Feis	605.00	
	Total Grants		<u>£48611.54</u>

SUNDRY COSTS

Royal Bank of Scotland charges	60.00
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FUNDS IN BANK

Royal Bank of Scotland funds at 31/03/11

Current account	£ 45,839.19
Less Unpresented cheques	1555.00
Adjusted total	£ 44,284.19

Total Grants awarded, costs and balance in Bank

Equal to Receipts	£ 92,955.73
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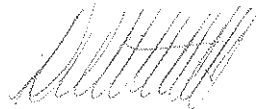
NOTE

In May 2010 the Investment in Royal bank of Scotland Deposited Funds Of £ 45,000 was re deposited for a further six months. On 15th November The investment was not renewed and the sum of £45,000 was transferred To the ordinary account.

EXAMINER'S REPORT

I have examined the financial statements set out above and report that, in my opinion, the financial statements are in accordance with the books of the Trust

21st March 2011



Rev David Murray

West Lothian Mansions

KAMLES

TILMATHSLEIGH

(F201 2A1)

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ARGYLL & BUTE COUNCIL**BUTE & COWAL AREA ACOMMITTEE****CUSTOMER SERVICES****3 APRIL 2012**

The Queen's Diamond Jubilee – The Big Lunch

1. BACKGROUND

Following correspondence from Tim Smit KBE, Chief Executive of the Eden Project (attached) this paper outlines the background to The Big Lunch event and proposes how the Council can support this as part of the celebrations for the Queen's Diamond Jubilee.

2. RECOMMENDATIONS

The Bute & Cowal Area Committee is asked to;

- 2.1 agree that this initiative is dealt with in the same manner as other events to celebrate the Queen's Diamond Jubilee by disseminating this to promote within their local communities and;
- 2.2 agree that paperwork is circulated to the relevant services to ensure that support for the event is provided where possible.

3. DETAIL

- 3.1 The Big Lunch is an Eden Project Initiative, encouraging people across the UK to have lunch with their neighbours, as a simple act of community, friendship and fun. This year the Big Lunch is an official part of the programme of events to celebrate the Queen's Diamond Jubilee.
- 3.2 The Big Lunch will take place on 3rd June and Councils are being asked to support this event by taking measures to simplify the procedure for road closures, enabling residents to organise street parties without lots of paperwork and high costs and promote the event to residents and community groups.

4. CONCLUSION

- 4.1 This paper sets out proposals to support the Big Lunch event in connection with The Queen's Diamond Jubilee celebrations.

5. **IMPLICATIONS**

- 5.1. Policy - none
- 5.2. Finance - none
- 5.3. Legal - none
- 5.4. Equal Opportunities – none
- 5.5. HR - none

Douglas Hendry
Executive Director - Customer Services

4 April 201



Ms Sally Loudon
Chief Executive
Argyll and Bute Council
Kilmory, Lochgilphead
Scotland
PA31 8RT

10th February 2012

Dear Ms Loudon,

The Big Lunch – Sunday 3rd June 2012

As you may know The Eden Project has, over the last three years, organised an annual initiative for social change called **The Big Lunch**. The aim is to get as many of the 62 million UK residents as possible to share a meal together on one day each year. This simple idea has proved incredibly successful, with a staggering 97% of people recommending it to friends and 84% of participants stating that The Big Lunch has made them feel better about where they live. From humble beginnings in year one, the initiative has grown each year, with the best part of 2 million people taking part on Sunday 5th June 2011.

This year, we are honoured to be an official part of the programme of events announced by Buckingham Palace to celebrate **The Queen's Diamond Jubilee**. Her Majesty The Queen has written the enclosed letter of endorsement to wish organisers of Big Jubilee Lunches her 'best wishes', as recently announced in the press.

The Big Lunch will take place on **Sunday 3rd June** and a record number of people are expected to take part in street parties and community events right across the UK. Big Lunches, or Big Jubilee Lunches can take place in the street, park, back garden or a local community venue and range from just a few neighbours getting together to a whole village or town celebration.

I am writing to you, as an influential figure at your council, to ask you to support this vital project in its fourth year.

The support of councils has proven crucial to the success of the campaign to date. We are delighted that the vast majority of councils have taken measures to simplify

the procedure for road closures, enabling residents to enjoy street parties without mountains of paperwork, hassle and costs.

COSLA have been very supportive of the initiative, and this year we plan to shine a light on supportive councils who go the extra mile to encourage communities to get together.

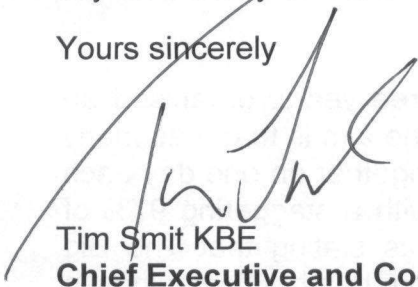
I'd like to ask you to cascade this letter, the fact sheet and organiser Packs that are enclosed for your information, to your communications, events and highways teams. Please encourage officers to promote this initiative and provide support for residents that organise Big Lunch or Big Jubilee Lunch events in June, where possible.

We have all the information, promotional materials and resources that you need. A Toolkit for councils, including media information for your press office, is available to download from The Big Lunch website or by calling Emily Watts on **0141 242 1512**.

The year's Big Lunch is set to receive a high level of interest and media attention. We will be implementing a strong local, regional and national PR strategy over the next four months. 'Star Councils', that make a special effort to support Big Lunch events in their area, will be recognised on our website, so please let us know if your council should be added to this page.

Thank you so much in advance for your support. I wish you a very happy Big Lunch day on Sunday 3rd June.

Yours sincerely



Tim Smit KBE
Chief Executive and Co-Founder, The Eden Project

Scotland Representative:
Emily Watts
Emily.watts@thebiglunch.com
0141 242 1512

Argyll & Bute Council

16 FEB 2012

Chief Executive's Unit

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