

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

Customer Services  
Executive Director: Douglas Hendry



Kilmory, Lochgilphead, PA31 8RT  
Tel: 01546 602127 Fax: 01546 604435  
DX 599700 LOCHGILPHEAD  
e.mail –douglas.hendry@argyll-bute.gov.uk

4 September 2014

## NOTICE OF MEETING

A meeting of the **COMMUNITY SERVICES COMMITTEE** will be held in the **COUNCIL CHAMBERS, KILMORY, LOCHGILPHEAD** on **THURSDAY, 11 SEPTEMBER 2014** at **10:30 AM**, which you are requested to attend.

Douglas Hendry  
Executive Director - Customer Services

## BUSINESS

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST**
3. **MINUTES**  
Community Services Committee 8 May 2014 (Pages 1 - 10)
4. **NHS HIGHLAND SLA WITH GREATER GLASGOW AND CLYDE HEALTH BOARD**  
Report by NHS Highland (Pages 11 - 16)
5. **SCHOOL CATCHMENT AREAS POLICY ISSUES**  
Report by Executive Director – Community Services (Pages 17 - 22)
6. **THE EDUCATION (ADDITIONAL SUPPORT FOR LEARNING) (SCOTLAND) ACT 2004 (AS AMENDED)**  
Report by Executive Director – Community Services (Pages 23 - 30)
7. **FINANCIAL QUARTER ONE PERFORMANCE SCORECARD SCRUTINY**  
Report by Executive Director – Community Services (Pages 31 - 38)
8. **EXTERNAL INSPECTION/AUDIT REPORTING JANUARY TO JUNE 2014**  
Report by Executive Director – Community Services (Pages 39 - 48)
9. **ARGYLL AND BUTE QUEENS BATON RELAY**  
Report by Executive Director – Community Services (Pages 49 - 54)

10. **HOME ENERGY EFFICIENCY PROGRAMME: AREA BASED SCHEMES (HEEPS: ABS)**  
Report by Executive Director – Community Services (Pages 55 - 60)
11. **HOUSING DEVELOPMENT - LOAN APPLICATIONS**  
Report by Executive Director – Community Services (Pages 61 - 66)
12. **EARLY YEARS COLLABORATIVE**  
Report by Executive Director – Community Services (Pages 67 - 74)
13. **SERVICE REVIEW - CHILDREN AND FAMILIES**  
Report by Executive Director – Community Services (Pages 75 - 80)
14. **UPDATE ON THE FINANCIAL CONSEQUENCES OF THE CHILDREN AND YOUNG PEOPLE'S (SCOTLAND) ACT 2014**  
Report by Executive Director – Community Services (Pages 81 - 88)
15. **RESHAPING CARE FOR OLDER PEOPLE: CHANGE FUND**  
Report by Executive Director – Community Services (Pages 89 - 98)
16. **RESIDENTIAL CARE PLACEMENTS - CONTRACTUAL ARRANGEMENTS**  
Report by Executive Director – Community Services (Pages 99 - 106)
17. **INTEGRATION HEALTH AND SOCIAL CARE**  
Report by Executive Director – Community Services (Pages 107 - 112)
18. **PUBLIC PROTECTION REPORT**  
Report by Executive Director – Community Services (Pages 113 - 122)
19. **NRS' 2012-BASED POPULATION PROJECTIONS FOR ARGYLL AND BUTE**  
Report by Executive Director – Customer Services (Pages 123 - 132)
20. **NRS' 2013- BASED MID YEAR ESTIMATES FOR ARGYLL AND BUTE**  
Report by Executive Director – Customer Services (Pages 133 - 138)
21. **NRS' 2012-BASED HOUSEHOLD PROJECTIONS FOR ARGYLL AND BUTE**  
Report by Executive Director – Customer Services (Pages 139 - 144)

## **COMMUNITY SERVICES COMMITTEE**

Councillor Rory Colville  
 Councillor Mary-Jean Devon  
 Councillor Anne Horn  
 Councillor Robert Macintyre  
 Councillor James McQueen  
 Councillor Douglas Philand  
 Councillor John Semple  
 Father David Connor  
 William Marshall

Councillor Robin Currie  
 Councillor George Freeman  
 Councillor Donald Kelly  
 Councillor John McAlpine  
 Councillor Aileen Morton  
 Councillor Elaine Robertson  
 Councillor Isobel Strong  
 William Crossan  
 Alison Palmer

Contact: Fiona McCallum Tel: 01546 604392

**MINUTES of MEETING of COMMUNITY SERVICES COMMITTEE held in the COUNCIL  
CHAMBERS, KILMORY, LOCHGILPHEAD  
on THURSDAY, 8 MAY 2014**

<b>Present</b>	Councillor Rory Colville	Councillor Robin Currie
	Councillor Mary-Jean Devon	Councillor George Freeman
	Councillor Anne Horn	Councillor Donald Kelly
	Councillor James McQueen	Councillor John McAlpine
	Councillor Douglas Philand	Councillor Aileen Morton
	Councillor John Semple	Councillor Isobel Strong
	William Marshall	William Crossan

**Attending:** Douglas Hendry, Executive Director – Customer Services  
Cleland Sneddon, Executive Director – Community Services  
Carol Evans, Head of Education  
Jim Robb, Head of Adult Care  
Louise Long, Head of Children and Families  
Donald MacVicar, Head of Community and Culture  
Jane Fowler, Head of Improvement and HR  
Anne Paterson, Quality Standards Manager  
Muriel Kupris, Leisure and Youth Services Manager  
Moira MacVicar, Housing Services Manager  
Morag Brown, Business Improvement Manager  
Ivan Broussine, BTS

Councillor Aileen Morton, Policy Lead for Education, Lifelong Learning and Strategic IT Services, took the Chair at this point.

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were intimated from Councillors Robert E Macintyre and Elaine Robertson and from Alison Palmer, Teacher Representative.

**2. DECLARATIONS OF INTEREST**

Councillor John Semple declared a non financial interest in respect of the Children and Families Service Review report dealt with at item 12 of the Minute as a family member was an employee within this service. He claimed the benefit of the dispensation contained at section 5.16 of the Standard Commission's Guidance and Dispensation Note dated December 2010 to enable him to speak and vote on this item.

**3. COMMUNITY SERVICES COMMITTEE TERMS OF REFERENCE/DEVELOPMENT DAY**

Draft terms of reference for the Community Services Committee which had been presented to the Council for incorporation into a revised Constitution and Standing Orders were before the Committee for noting. A report setting out proposals on the content of a development day for the Committee and seeking Members views in this regard was also before the Committee for consideration.

**Decision**

1. Noted the draft terms of reference which were presented to the Council for incorporation into a revised Constitution and Standing Orders and agreed the following amendment:-

The headings at paragraph 3.4.3 of the report should be amended to align to the remits of the Community Services Heads of Service;

2. Agreed the proposed agenda for the Development Day;
3. Agreed that suggested dates for the Development Day would be sent to all Members of the Committee requesting their availability, and that a final decision would be made by the Executive Director – Customer Services in consultation with the relevant Policy Leads; and
4. Requested that the above Development Day be organised to take place before the next meeting of the Community Services Committee.

(Reference: Report by Executive Director – Customer Services, submitted)

**4. EDUCATION STANDARDS AND QUALITY REPORT**

A report updating the Committee on the progress being made within Education in Argyll and Bute in relation to the actions outlined in the Education Standards and Quality Report 2012/13 was considered.

**Decision**

1. Noted the progress made in relation to Education within Argyll and Bute.; and
2. Agreed that as part of the Community Services Committee Development Day consideration should be given to the schedule of presenting annual, quarterly or other recurring reports to the Committee.

(Reference: Report by Executive Director – Community Services dated 8 May 2014 and Standards and Quality in Argyll and Bute Schools 2012/13, submitted)

**5. SENIOR PHASE BENCHMARKING TOOL (INSIGHT)**

The Scottish Government and its partners are developing a new online tool to help analyse, compare and improve the learning and teaching of pupils in the senior phase (S4-6). A report providing an overview of the Senior Phase Benchmarking Toolkit (to be renamed “Insight”) and its introduction was considered.

**Decision**

1. Noted ongoing developments with performance evaluation of senior phase qualifications;
2. Agreed to receive further reports on the development of the Senior Phase Benchmarking Toolkit (Insight) as appropriate; and

3. Noted the proposed presentation on Insight at the Members seminar on 2 June 2014.

(Reference: Report by Executive Director – Community Services dated March 2014, submitted)

**6. REPORT ON PROFESSIONAL UPDATE AND PROFESSIONAL REVIEW AND DEVELOPMENT FOR TEACHERS**

A report providing information on a new scheme of re-accreditation for teachers registered with the General Teaching Council for Scotland which comes into effect from August 2014 was considered. The report also provided information on changes required to be made to the Council's current Professional Review and Development Policy and Procedures for teachers resulting from the new Scheme.

**Decision**

1. Noted the national developments affecting the statutory registration of teachers in Scotland resulting from the Public Service Reform (General Teaching Council for Scotland) Order 2011;
2. Noted the implications for Argyll and Bute Council; and
3. Noted that the Professional Review and Development Policy and Procedures for Teachers will be rewritten as a result of this national development.

(Reference: Report by Executive Director – Community Services dated 14 April 2014, submitted)

**7. EDUCATION: ADDITIONAL LEARNING SUPPORT FOR LOOKED AFTER CHILDREN**

A report advising of additional learning support provided to Looked After Children in Argyll and Bute was considered.

**Decision**

1. Noted the contents of the report; and
2. Noted that the report was considered by the Corporate Parenting Board at its meeting on 3 April 2014.

(Reference: Report by Executive Director – Community Services dated 25 March 2014, submitted)

William Crossan and William Marshall left the meeting.

Councillor Douglas Philand, Policy Lead for Adult Care, took the Chair at this point.

**8. SELF EVALUATION/IMPROVEMENT ADULT CARE**

Consideration was given to a report advising of the steps being taken by the Health and Social Care Strategic Partnership to formalise self-evaluation activity across Adult

Services for the next three year cycle.

**Decision**

The Committee noted:-

- (a) the move to set up a multi-agency self-evaluation group across Adult Services to deliver a robust framework of self-evaluation activity for the next three year improvement cycle;
- (b) that the members identified to represent their agencies are detailed in the draft terms of reference document;
- (c) the need to gather robust information which evidences improvement across a range of services for Adults across Argyll and Bute;
- (d) that the self-evaluation group will report regular updates to the Health and Social Care Strategic Partnership meeting (or equivalent) as we move towards Integration;
- (e) that the group will scope current improvement activity and strategic planning with staff in localities to develop an improvement plan by the summer of 2014 and that this plan will form the basis of self-evaluation activity until the end of 2016; and
- (f) that the totality of this activity will assist in the preparation of the joint inspection of Adult Services by the Care Inspectorate which could be as early as 2015.

(Reference: Report by Executive Director – Community Services, submitted)

**9. JOINT STRATEGIC PLAN FOR OLDER PEOPLE**

In March 2014 the Health and Social Care Strategic Partnership considered and approved a report on the Joint Strategic Plan for Older People. A report providing an update on progress made to date with a particular emphasis on the proposals for engagement and consultation with stakeholders including staff within the wider context of the development agenda around Integration was considered.

**Decision**

- 1. Noted the update on progress on producing a joint strategic commissioning plan for older persons services;
- 2. Noted the work being undertaken by Officers to ensure engagement and communication activity relating to the joint strategic commissioning plan for Older People is incorporated into the wider integration agenda, thereby ensuring we co-ordinate our engagement with stakeholders and our communities to meet the statutory requirements of the Public Bodies (Joint Working) (Scotland) Bill; and
- 3. Endorsed the approach to the development of the joint strategic commissioning plan for Older People and agreed that more appropriate and easy read versions of this be produced to aid communication, consultation and engagement.

(Reference: Report by Executive Director – Community Services dated 13 March

2014, submitted)

## **10. JOINT PERFORMANCE REPORT**

The Joint Performance Report is prepared on a monthly basis and captures a selection of data in respect of adult care across the partnership. A copy of the report for February 2014 was before the Committee for consideration.

### **Decision**

1. Noted the content of the report; and
2. Agreed that an invitation be extended to NHS colleagues to attend future meetings of the Community Services Committee when joint Council/Health reports are being presented.

(Reference: Report by Executive Director – Community Services dated 31 March 2014 and Joint Performance Report dated February 2014, submitted)

## **11. DEVELOPMENT OF AN ARGYLL & BUTE AUTISM STRATEGY**

The Health and Social Care Strategic Partnership are leading work in Argyll and Bute to develop services for clients with an Autism Spectrum Disorder. A multi-agency/disciplinary group was established to progress this work in 2012 and currently the group is focussed on producing a local Autism Strategy and an action plan based on a service mapping exercise undertaken in 2013. A report advising on the work of this Autism Strategy Group was considered.

### **Decision**

The Committee noted:-

- (a) the work of the Autism Strategy Group and thanked Councillor Horn, Autism Argyll and Officers for their tremendous assistance to this Group;
- (b) that the Autism Strategy Group commissioned Scottish Autism to prepare a draft Argyll & Bute Autism Strategy by the end of March 2014, attached as an appendix to the Executive Director's report;
- (c) that the draft Strategy was issued for public consultation with the intention of producing a 2<sup>nd</sup> draft in the Council's policy format by the end of April 2014; and
- (d) that the Partnership had to submit an action plan to the Scottish Government by the end of April 2014.

(Reference: Report by Executive Director – Community Services dated 24 April 2014 and draft Argyll & Bute Strategy for Autism dated April 2014, submitted)

Councillor Mary-Jean Devon, Policy Lead for Children and Families, took the Chair at this point.

## **12. CHILDREN AND FAMILIES SERVICE REVIEW**

The Children and Families Service have been actively involved in a service review and, following the presentation of the Service Review options to a seminar of Elected Members, have now completed a period of consultation with Managers and staff across the service. Consideration was given to a report recommending a new model of service delivery following the conclusion of the detailed consultation phase.

### **Decision**

1. Noted that reference to “model 1” at paragraphs 2.3 and 4.5 of the Executive Director’s report should read “model 3”;
2. Agreed to implement the new model, model 3, of service delivery and that budgets will be re-configured to achieve the new model within current budget;
3. Noted that a 1% saving will be achieved; and
4. Noted that as the number of potential redundancies arising from the review was not clear at this stage and that the associated costs could not therefore be ascertained with certainty, there was a risk that the pay back will take longer than 3 years, and a that further report would be brought to Council in this eventuality.

(Reference: Report by Executive Director – Community Services, submitted)

## **13. REPORT ON THE IMPLICATIONS FOR THE COUNCIL OF THE CHILDREN AND YOUNG PEOPLE’S (SCOTLAND) ACT 2014**

The Children and Young People’s (Scotland) Act 2014, which was passed by the Scottish Parliament on 19 February 2014 and received Royal Assent on 27 March 2014, places children and young people at the heart of services and aims to ensure that their rights are respected across the public sector. Establishing the additional services to meet the requirements of this Act will have cost and policy implications for the Council. A report outlining initial scope for issues and recommending how the Council should progress was considered.

### **Decision**

The Committee agreed to:-

- (a) the development of a programme of staff training on GIRFEC, Corporate Parenting, Kinship and Children Rights across the Community Planning Partnership;
- (b) explore the impact of the Children’s Commissioner’s duty to investigate complaints including Social Work, Education and Corporate Complaints procedures;
- (c) review the options for meeting the duties in respect of Throughcare & Aftercare Services including the requirement for increased residential and foster care provision;
- (d) note the implementation arrangements for the introduction of 600hours of early



learning and childcare agreed by the Council in March 2014;

- (e) review Kinship Care to ensure carers and children are offered a good experience. This will include: exploring our approach; support arrangements and allowances in line with the Act;
- (f) note the current potential rise in case management numbers and implications for the Social Work Team's workloads to ensure increased support to ex care leavers and kinship carers. Future reports will be reviewed and presented to Community Services Directorate;
- (g) note the requirement to provide free school meals for Primary 1 – 3 from January 2015. A cross service working group has been set up to consider the implications of providing this service and a report will be prepared for Council in June;
- (h) note that CoSLA continue to negotiate for the full funding of all financial consequences arising from the Act; and
- (i) refer consideration of the financial consequences to the Policy and Resources Committee.

(Reference: Report by Executive Director – Community Services dated 10 April 2014, submitted)

Councillor Robin Currie, Policy Lead for Community & Culture, and Strategic Housing, took the Chair at this point.

**\* 14. ADOPTION OF THE 'CULTURE, HERITAGE AND ARTS STRATEGY'**

A report outlining the remit and scope of the commissioned Culture, Heritage and Arts Strategy was considered along with a presentation from Ivan Broussine of BTS, author of the report which set out a Strategic Action Plan for Culture, Heritage and Arts in Argyll and Bute

**Decision**

1. Noted the contents of the report and approved and adopted the Strategy;
2. Referred the appointment of an elected representative onto the Cultural Assembly to the full Council; and
3. Requested that a progress report be brought to the next meeting of the Community Services Committee.

(Reference: Report by Executive Director – Community Services and Strategic Plan for Culture, Heritage and Arts in Argyll and Bute dated March 2014, submitted)

The Chair ruled, and the Committee agreed to adjourn the meeting at 1.10 pm for lunch.

The Committee reconvened at 1.30 pm.

**15. GLASGOW 2014 COMMONWEALTH GAMES LEGACY PLAN**

A report outlining the responsibilities of the Council in relation to the Commonwealth Games, in particular the expectation to develop a Games Legacy Plan and to co-ordinate the Queen's Baton Relay was considered.

**Decision**

1. Approved the Argyll and Bute Council Legacy Plan as detailed at Appendix 1 of the Executive Director's report; and
2. Agreed to the Argyll and Bute Steering Group monitoring the progress of the Legacy Plan.

(Reference: Report by Executive Director – Community Services dated 18 March 2014, submitted)

Councillors Horn and Strong returned to the meeting.

**16. SERVICE REVIEW - LEISURE AND SPORT**

A report providing an update on the operation of the Council's Leisure and Sport service following the Leisure and Sport Service Review was considered.

**Decision**

Noted the contents of the report.

(Reference: Report by Executive Director – Community Services and Leisure and Sport Service Review 2013, submitted)

**17. SUPPORT TO PRIVATE HOMEOWNERS WHO HAVE COMMON REPAIR RESPONSIBILITIES**

The Council has recently received proposals from Argyll and Bute Community Housing Association (ACHA) requesting Council assistance to help them to fulfil their obligation to meet the Scottish Housing Quality Standard (SHQS) by 2015 and to sustain the SHQS through their improvement programme to 2020. ACHA's ability to reach agreement with some owners who have common repair responsibilities is hindering the programme. A report providing Members with the contextual background information and setting out the Council's proposed response to the ACHA proposals was considered.

**Decision**

Agreed that in order to assist ACHA to progress their house improvement programme and to overcome wider common repair issues that:-

- (a) a report on enforcement action policy and financial implications is prepared for Members consideration at a future meeting;
- (b) thereafter the Council seek agreement with ACHA on protocols for using their respective enforcement powers; and

- (c) the Council and ACHA jointly instigate negotiations with the Scottish Government to establish if there is any possible relaxation of the criteria relating to Right to Buy receipts for Support to Owners which was set out in the stock transfer agreement.

(Reference: Report by Executive Director – Community Services dated 14 February 2014, submitted)

\* **18. GAELIC LANGUAGE PLAN**

The Council's second Gaelic Language Plan 2013 – 2018 which was approved by Bòrd na Gàidhlig on 2 April 2014 was considered.

**Decision**

Noted the approval of the Gaelic Plan and agreed to forward it to the Policy and Resources Committee for adoption.

(Reference: Report by Executive Director – Customer Services and Argyll and Bute Council Gaelic Language Plan 2013 – 2018, submitted)

**19. RURAL HOUSING DEVELOPMENT FUNDING APPLICATION - ULVA FERRY**

Consideration was given to a report advising of a Rural Housing Development Fund (RHDF) application submitted by Mull and Iona Community Trust (MICT) for grant funding contribution to the cost of building two affordable houses at Ulva Ferry, Mull by Ulva School Community Association.

**Decision**

Approved £180,000 RHDF grant to MICT for two affordable houses at Ulva Ferry, Isle of Mull subject to the conditions detailed at paragraphs 3.9 and 3.10 of the Executive Director's report.

(Reference: Report by Executive Director – Community Services dated 25 March 2014, submitted)

**Motion**

That the Committee resolve in terms of Section 50(A)(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 6 of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973.

Moved by Councillor Currie, seconded by Councillor Devon

**Amendment**

That the Committee resolve to consider the following item of business in public.

Moved by Councillor Freeman, seconded by Councillor Horn

The Motion was carried by 6 votes to 5 and the Committee resolved in terms of Section 50(A)(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 6 of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973.

**20. RURAL HOUSING DEVELOPMENT FUNDING APPLICATION - IONA**

Consideration was given to a Rural Housing Development Fund (RHDF) application submitted by Iona Housing Partnership.

**Decision**

Agreed to the recommendations detailed in the report subject to the conditions detailed at paragraphs 3.7 and 3.8 of the Executive Director's report.

Councillors Freeman and Strong, having moved separate amendments which failed to find seconders, required their dissent from the foregoing decision to be noted.

(Reference: Report by Executive Director – Community Services dated 16 April 2014, submitted)

---

**ARGYLL AND BUTE COUNCIL****COMMUNITY SERVICES COMMITTEE****COMMUNITY SERVICES****11 SEPTEMBER 2014**

---

**NHS HIGHLAND SLA WITH GREATER GLASGOW  
AND CLYDE HEALTH BOARD**

---

**1.0 SUMMARY**

- 1.1 At the Community Services Committee meeting in May 2014, members requested that NHS Highland be asked to present information on the Service Level Agreements (SLA) with Greater Glasgow and Clyde NHS Board. The attached supporting paper provides an indicative profile of the range, type and value of SLA / Contracts Argyll and Bute Community Health Partnership (CHP) commissions and manages within the NHS and with other partner services.

**2.0 RECOMMENDATIONS**

- 2.1 It is recommended that the Community Services Committee note the range, type and value of SLA / Contracts that Argyll and Bute CHP commissions and manages within the NHS and with other partner services.

**3.0 DETAIL**

- 3.1 Service Level Agreements (SLAs) are required to ensure access to specialist health services for the residents of Argyll and Bute and to account for the expenditure incurred as a result.
- 3.2 The Acute Services SLA with NHS Greater Glasgow and Clyde details the level of unscheduled care activity (emergency) and scheduled care activity (planned inpatient, Day case and outpatient) for a variety of specialist secondary care services including medicine, surgery, paediatrics etc. The value of the Acute SLA in 2013/14 was £45,975,558.
- 3.3 The Service Input SLA's (Community and Non – Clinical Services) are SLAs for individual clinical or support services delivered by NHS Greater Glasgow and Clyde (GG&C) and are detailed in Appendix 1 of the attached paper.
- 3.4 In addition to purchasing services from GG&C, the CHP also purchases services from other providers, including other Scottish Health Boards and voluntary organisations. The CHP also commissions services jointly with Argyll and Bute Council.

#### **4.0 CONCLUSION**

- 4.1 The attached paper provides information on the range, type and value of SLA / Contracts Argyll and Bute CHP commissions and manages within the NHS and with other partner services.

#### **5.0 IMPLICATIONS**

- 5.1 Policy – None.  
5.2 Financial – None.  
5.3 Legal – None.  
5.4 HR – None.  
5.5 Equalities – None.  
5.6 Risk – None.  
5.7 Customer Service – None.

#### **6.0 APPENDICES**

- 6.1 Service Input and Outreach SLA's with NHS Greater Glasgow & Clyde

**Stephen Whitson**  
**Head of Planning Contracting and Performance**  
**NHS Highland**  
16<sup>th</sup> July 2014

**For further information contact:** Helen MacLeod – Community Services  
Directorate, 01546 604127



## Service Level Agreement Briefing Paper –Argyll and Bute CHP July 2014

### 1 Background

The purpose of this paper is to provide an indicative profile of the range, type and value of SLA/Contracts Argyll and Bute CHP commissions and manages within the NHS and with other partner service.

### 2 Introduction

Service Level Agreements (SLA's) are required to ensure access to specialist health services for the residents of Argyll and Bute and to account for the expenditure incurred as a result. These SLA's detail the service profile, operating standards, performance requirements activity levels and financial resource.

The vast majority of the services provided under an SLA are delivered by NHS Greater Glasgow and Clyde (GG&C). Agreements are also in place with other bodies including other NHS Boards, GP practices for hospital and specialist services and increasingly with other statutory and voluntary organisations.

### 3 NHS Greater Glasgow & Clyde – Acute SLA

#### 3.1 Value and Activity

The Acute Services SLA with NHS GG&C details the level of unscheduled care activity (emergency) and scheduled care activity (planned inpatient, Day case and outpatient) for a variety of specialist secondary care services including medicine, surgery, paediatrics etc. The value of the Acute SLA in 2013/14 was £45,975,558.

The annual activity levels under the contract are summarised as follows:

- Outpatient (new & return) 45,000
- Inpatient (Emergency admissions) 5,200
- Inpatient & Day Case ( Scheduled admissions) 11,000
- Patient transfers (hospital to hospital) 2,100

### 4 Service Input SLA's (Community and Non-Clinical Services):

These are SLAs for individual clinical or support services delivered by NHS GG&C and are detailed in Appendix 1.

### 5 Other Providers

In addition to purchasing services from GG&C, the CHP also purchases services from other providers, including other Scottish Health Boards and voluntary organisations. The CHP also commissions services jointly with Argyll & Bute Council.

The tables 2 & 3 below lists these SLA's

**Table 2: SLA's – Other Health Boards**

Provider (Service)	2012/13 Value £
Ayrshire & Arran	114,765

Provider (Service)	2012/13 Value £
Borders	1,817
WoS Cardiac Consortium - Golden Jubilee	783,490
Golden Jubilee - Drug Eluting Stents	70,950
Children's Hospice	12,159
Implantable CV Defibrillators - Golden Jubilee	90,025
Dumfries & Galloway	12,851
Fife	9,861
Forth Valley	36,261
Interventional Cardiology - Golden Jubilee	194,163
Grampian Acute Services	32,937
Grampian Telecardiology Outreach to Oban	3,000
Highland Renal Dialysis - Belford & Raigmore	101,889
Highland Acute Service	267,532
Highland New Craigs (Mental Health Inpatients)	100,740
Cardiac Resynchronisation Therapy - Golden Jubilee	101,880
Lanarkshire	52,721
Lothian Activity Excluded from SLA	62,632
Lothian	212,568
Neo-Natal Transport	49,912
WoS Reperfusion Service	84,744
Regional Services - Golden Jubilee	10,854
Tayside	63,373
Thoracic Services - Golden Jubilee	200,829
Western Isles HB	307
WoS Sexual Health Service - Forth Valley	4,137
<b>TOTAL</b>	<b>2,676,397</b>

Table 3: SLA's &amp; Contracts – Other Providers

Provider (Service)	2012/13 Value £
Lomond & Argyll Advocacy Service *	91,464
Alzheimer Scotland - Action on Dementia	74,905
Argyll Voluntary Action (Guided Self-Help Workers)	46,735
Arthritis Care Scotland	11,546
Scottish Ambulance Service (Inter-Hospital Transfer, Cowal & Bute)	142,016
Business Contracts with GP practices in Islay, Lochgilphead, Campbeltown, Mull and Bute to provide Hospital, A&E and GP out of hours services	2,385,696
Diabetic Retinopathy Screening Programme – 9 optometrists	£38,123
<b>TOTAL</b>	<b>2,790,485</b>

\* This figure is the CHP's contribution only. The total annual contract value is £174,682

### 5.1 Cost per Case

The CHP also pays for a variety of specialist services on a cost per case basis including named patient agreements with NHS Boards, care packages, child psychology etc

### 5.2 Other SLA's & Contracts

There are a variety of other SLA's / contracts:-

- Nine GP's to provide a Medical Incident Officer Service throughout Argyll & Bute, the value of these agreements in 2013/14 is expected to be £2,700 with additional



payments made in line with call out activity, training requirements and the purchase of equipment.

- Seven independent general dental practices across Argyll and Bute to provide clinical dental services for the emergency dental service, the value of the contracts in 2013/14 will be on an activity/call out basis.
- Buchanans to deliver an Orthotics service across Argyll and Bute CHP, the expected cost of this for 2013/14 is £51,480 with additional costs for supplies.
- Business to Business contracts with GP practices providing hospital, A&E and GP out of hours services in localities (5)

Work is also underway or planned to finalise/develop SLA's and Contracts with the following:-

- Cowal Hospice Trust for the provision of Palliative Care Services in Cowal Locality
- Two independent optometrists to provide Optical Coherence Topography Scans in the Campbeltown and Oban areas
- An independent optometrist to provide a hospital based optometry service in Lorn and Isles Hospital to support the Ophthalmology clinics
- Argyll and Bute Council for the provision of domestic and catering services in Mull and Iona Community Hospital
- Provision of Medical Forensic services for patients in police custody following the transfer of responsibility from Police Scotland to the NHS from April 2014

## 6 Services provided by Argyll & Bute CHP under SLAs to other commissioners

The table below lists these SLA's

**Table 4: Services Purchased from CHP**

<b>Issue/Provider</b>	<b>2012/13 Value £</b>
NHS Education for Scotland (Dental Outreach at Campbeltown Dental Centre)	207,188
Argyll & Bute Council (Choose Life)	83,000
Argyll & Bute Council (Speech and Language Therapy)	119,757
Campbeltown Dental practice	TBC
<b>TOTAL</b>	<b>409,945</b>

In addition to the above work is underway to develop SLA's & Contracts with the following:-

- An independent dental practice for the lease of Oban Dental Centre,
- An independent dental practice for the purchase of domestic services in Oban Dental Centre
- Argyll and Bute Council for the purchase of domestic, cleaning & catering services at Gortonvogie Residential Home on Islay

Stephen Whiston  
Head of Planning Contracting and Performance  
16<sup>th</sup> July 2014

## Appendix 1 - Service Input and Outreach SLA's with NHS Greater Glasgow &amp; Clyde

SLA No.	SLA	CHP Operational Lead	Agreed Values 2012/13 £
5	Estates Services - Helensburgh & Lomond locality	Viv Hamilton	45,584
6	Hotel Services for Helensburgh & Lomond locality	Viv Hamilton	35,020
7	Laundry	Jim Dempsey	182,386
8	Telecommunications	James Brass	85,637
9	Transport	Jim Dempsey	128,509
10	TSSU & CSSD	Veronica Kennedy	47,300
13	Pharmacy Management	Fiona Thomson	162,132
18	Out-of-Hours for Helensburgh & Lochside	Viv Hamilton	665,514
19	IM&T	James Brass	70,729
24	Procurement	George Morrison	22,050
31	Public Health - Health Information Services	Elaine Garman	22,050
32a	CHD Managed Care Networks	Elaine Garman	13,300
32b	Stroke Managed Care Networks	Elaine Garman	16,600
35a	WDCHP - Children's Physiotherapy	Viv Hamilton	35,750
35b	WDCHP - Speech and Language Services	Viv Hamilton	114,320
35c	WDCHP - Hospital at Home	Viv Hamilton	50,180
35d	WDCHP - Paediatric Medical	Viv Hamilton	192,540
35e	WDCHP - Children's OT Service	Viv Hamilton	96,240
35f	WDCHP - Child and Adolescent MH Service	Viv Hamilton	14,925
35g	WDCHP - Childrens Services Manager	Viv Hamilton	14,280
35h	WDCHP - Childrens Services Admin	Viv Hamilton	18,820
37	Out of Hours Nursing Service WDCHP to Hel & Lom	Viv Hamilton	80,403
38	Physiotherapy Services from WDCHP to Hel & Lom	Viv Hamilton	161,100
40a	Community Mental Health Services Hel & Lomond	Viv Hamilton	584,620
40b	Psychology Services	Viv Hamilton	65,335
40c	WD CHP - MH Crisis Service, Hel & Lom	Viv Hamilton	110,280
40d	WD CHP - MH Primary Care Service, Hel & Lom	Viv Hamilton	24,945
42	Dementia CMHT services to the Hel & Lom	Viv Hamilton	182,580
45a	Sexual Health Services - Dunoon	Viv Hamilton & Christine Wills	54,020
45b	Sexual Health Services - Helensburgh	Viv Hamilton & Christine Wills	
58	Audiology Services in Cowal & Bute	Viv Hamilton	22,941
60	Orthoptic Services in Cowal & Bute	Viv Hamilton	7,943
72	CAMHS - Cowal & Bute	Viv Hamilton	21,900
80	Outreach Clinics (visiting GGC consultants)	Locality Managers	795,100
94	Public Health Screening	Elaine Garman	64,500
95	Laboratory Services	Stephen Whiston	1,022,092
96	Radiology Services	Veronica Kennedy	197,910
98	Heartstart	Elaine Garman	13,935
61	Cancer Services to West Dunbartonshire (A. Ferguson?)	Viv Hamilton	(19,320)
73	Community Paediatric Services to Inverclyde (C. Clark)	Viv Hamilton	(59,314)

---

**ARGYLL AND BUTE COUNCIL****COMMUNITY SERVICES COMMITTEE****COMMUNITY SERVICES****11 SEPTEMBER 2014**

---

**SCHOOL CATCHMENT AREAS POLICY ISSUES**

---

**1.0 EXECUTIVE SUMMARY**

A proposal to change a school catchment area qualifies as a relevant proposal in terms of Schedule 1 of the Schools (Consultation) (Scotland) Act 2010, recently amended by the Children and Young Person (Scotland) Act 2014 requiring a public consultation be undertaken on any proposal put forward. This report updates members on the amendments to the 2010 Act and the revised timeline and process for the public consultation.

This report also provides support to the education service, members and parent councils by detailing how future requests to alter a school catchment area are dealt with. The approach proposed in this report has been carefully considered to allow informed decisions to be made within the legislative framework.

It is recommended that the Community Services Committee:

- a) Note the amendments to the Schools (Consultation) (Scotland) Act 2010, the revised timeline and process for the public consultation as detailed in sections 4.1 and 4.2.
- b) Approve the process by which future requests to alter the catchment area of a school be considered as detailed in sections 4.3 – 4.10.
- c) Agree that any proposal received from a Parent Council being taken forward to a public consultation would require to have the support all parent councils affected by the proposal.
- d) Agree that subsequent requests for altering the catchment area of a school following either a decision to refuse a request to do so or a decision following the publication of the consultation report not to proceed with such an alteration will only be considered if there has been a material change of circumstances from those originally considered.

## SCHOOL CATCHMENT AREAS POLICY ISSUES

---

### 2.0 INTRODUCTION

- 2.1 Following consideration of the request to alter the catchment area of Strone Primary School at the Council meeting on 20 March 2014, members approved the following request:

*“the Executive Director of Community Services brings forward a paper to the Community Services Committee which considers the principles, options and implications for the development of a Council policy on school rezoning.”*

- 2.2 This paper responds to that request and considers the principles, options and implications for the development of a Council policy in relation to altering the catchment area of a school. This paper has been prepared with support from Legal Services who have advised on the legislative process, the Schools (Consultation) (Scotland) Act 2010 specifies how a council should respond to a request to alter a catchment area of a school. This paper reflecting the advice from Legal Services provides guidance for members on how future requests to alter a catchment area will be considered.

### 3.0 RECOMMENDATIONS

- 3.1 It is recommended that the Community Services Committee:
- a) Note the amendments to the Schools (Consultation) (Scotland) Act 2010, the revised timeline and process for the public consultation as detailed in sections 4.1 and 4.2.
  - b) Approve the process by which future requests to alter the catchment area of a school be considered as detailed in sections 4.3 – 4.10.
  - c) Agree that any proposal received from a Parent Council being taken forward to a public consultation would require to have the support all parent councils affected by the proposal.
  - d) Agree that subsequent requests for altering the catchment area of a school following either a decision to refuse a request to do so or a decision following the publication of the consultation report not to proceed with such an alteration will only be considered if there has been a material change of circumstances from those originally considered.

**4.0 DETAIL**

4.1 The proposal to vary the catchment area of a school is a relevant proposal in terms of Schedule 1 of the Schools (Consultation) (Scotland) Act 2010.

Therefore if the Council makes such a proposal it requires

- to prepare an educational benefits statement,
- prepare and publish a proposal paper
- give notice of the proposal to relevant consultees and invite representations
- to hold and give notice of a public meeting
- to involve Education Scotland

The 2010 Act has recently been amended by the Children and Young People (Scotland) Act 2014. The amendments which came into force on 1st August 2014 include a requirement for a report from Education Scotland in the case of every proposal requiring consultation. Guidance has been prepared by the Scottish Government to support implementation of the amendments.

4.2 The following table sets out the timescales for the different phases of the statutory public consultation process.

<b>Phase One: A council consults on a proposal – for a minimum of six weeks, including at least 30 school days</b>
<p>The council has to:</p> <ul style="list-style-type: none"> <li>• prepare a proposal paper, including an educational benefits statement and other required information.</li> <li>• publish the proposal paper, advertise the fact and notify Education Scotland and relevant consultees as prescribed by schedule 2 of the 2010 Act.</li> <li>• give the relevant consultees notice of the proposal which would include: <ul style="list-style-type: none"> <li>• a summary of the proposal, where to get a copy of the proposal paper and how to make written representations.</li> <li>• the closing date of the consultation, which will be a minimum of six weeks to include at least 30 days of term time.</li> </ul> </li> <li>• give advance notice of the date, time and venue of the public meeting to the relevant consultees and Education Scotland.</li> <li>• where an inaccuracy or an omission in the proposal paper is alleged or discovered, investigate and determine whether there is an inaccuracy or omission and whether it is material, complying with section 5 of the 2010 Act</li> <li>• following the end of the consultation, provide Education Scotland with a copies of the written representations, a summary of oral representations made at the public meeting(s) and any other relevant documentation.</li> </ul>
<b>Phase Two: Preparation of Education Scotland’s report on the educational aspects of the proposal - to be completed within a maximum of three weeks</b>
<p>The three week period commences once Education Scotland receives the proposal paper and other relevant documentation (timing should normally be agreed between Education Scotland and the Education Service well in advance). HM Inspectors will consider the educational aspects of the proposal, including:</p> <ul style="list-style-type: none"> <li>• the educational benefits statement;</li> <li>• the representations received by the council;</li> <li>• any further written representations made directly to Education Scotland on any</li> </ul>

<p>educational aspect of the proposal which is considered relevant.</p> <ul style="list-style-type: none"> <li>• undertaking consideration of the proposal; and</li> <li>• finalising the report within a maximum of three weeks, although this can be extended by agreement between the council and Education Scotland, and sending it to the council.</li> </ul>
<p><b>Phase Three: Consultation Report - within no specified timescale, the council prepares and publishes a consultation report</b></p>
<p>The council publishes a consultation report. It must contain:</p> <ul style="list-style-type: none"> <li>• an explanation of how it has reviewed the proposal;</li> <li>• the Education Scotland report;</li> <li>• a summary of points raised during the consultation – both written and oral – and the council’s response to them; and</li> <li>• the substance of any alleged inaccuracies or omissions and details of the council’s response and any action taken.</li> </ul>
<p><b>Phase Four: Council Decision - a minimum of three weeks after the publication of the consultation report the council publishes its final decision</b></p>
<p>The Council takes its final decision on the proposal and implements the decision.</p>

4.3 Giving consideration to the above legislative process the first step for any request to alter the catchment area would be the preparation of a report by the education service to members in order that they can consider any such request. This report would be presented in the first instance to the appropriate Area Committee and in turn to Council for a final decision on progressing with a public consultation.

4.4 It is recommended that any proposal put forward by a Parent Council should have the support of all parent councils affected by the proposal before proceeding further. This does not preclude individuals within the Parent Council body or the wider community opposing the request.

4.5 To enable members to consider a request to change any catchment area the report should contain details of the request together with an assessment of the effects of the proposal, and in particular identify the education services assessment of the likely effects of the request on:

- the pupils of any affected school(s),
- other users of the school(s),
- children who would be likely to become pupils at the school(s) within two years of the publication of the proposal paper,
- other pupils in the council area.

The report would require to include an analysis of:

- any other likely effects of the proposal,
- how the council would minimise or avoid any adverse effects that may arise from the proposal; and
- benefits which the council believes would result from implementation of the proposal, and the council’s reasons for coming to these beliefs.

- 4.6 In setting out the educational benefits of any proposal to alter the catchment area of a school the education service would need to set out how the proposal would improve outcomes for children and young people.
- 4.7 The report would also provide the context for members to consider a request by detailing the growth or decline of the child population within the existing catchment areas. To reflect the true size of the catchment area the number of placing requests will be deducted from the school roll.
- 4.8 Capital investment in the school estate is agreed by elected members within the budget setting process. For the school estate this follows a review of both the condition and suitability of the schools assessed against a set of common criteria. Any capital costs associated with a request to alter the catchment area would be quantified within the report.
- 4.9 The school set to benefit from a proposal should have the capacity to absorb an increased roll and careful consideration when assessing this must be given to the number of placing requests at the school and the future school roll projections. The Scottish Government is currently developing a model for assessing a school's capacity following the recommendations made by the Commission on the Delivery of Rural Education.
- 4.10 There would need to be an assessment provided in the report of any potential revenue costs for the Council as a result of for example changes to school transport arrangements. Financial information should also be quantified and detailed along with the impact of any changes to the school roll on the number of teaching staff required and the head teacher's salary. Revenue costs/savings must be calculated for all of the schools which would be impacted by the proposed change.
- 4.11 The consideration of any proposals to alter a catchment area require considerable time and effort to ascertain whether such a proposal should be recommended to members. Members may wish to consider agreeing that no further request to alter the catchment area of a particular school will be reconsidered unless there has been a material change in circumstances, since either:
- a) A decision to refuse a request to alter the catchment area of a school
  - b) A decision following the publication of the consultation report not to proceed with the altering the catchment area of a school.

## **5.0 CONCLUSION**

- 5.1 Responding to falling school rolls some parent councils have considered the appropriateness of their current school catchment area. This policy provides support to the education service, members and parent councils by having in place a mechanism to deal with these requests. The approach proposed in this report has been carefully considered to allow informed decisions to be made regarding future requests within the legislative framework.

## **6.0 IMPLICATIONS**

- 6.1 Policy – policy guidance will be prepared for use following the approval of this report.
- 6.2 Financial – a change to a school catchment area may directly impact on the staffing, and school transport costs. It should also be noted that there will be costs associated with carrying out consultation, as defined in the Act and associated guidance.
- 6.3 Legal – any proposal requires to comply with the provisions of the Schools (Consultation) (Scotland) Act 2010 as amended.
- 6.4 HR – a successful request could have implications on the head teacher’s salary as there is a relationship between salaries and roll size as determined by the job sizing process. An increase or decrease of school roll will also have a potential to increase or decrease teaching staff numbers.
- 6.5 Equalities – an equalities impact assessment will be included within the consultation report for every request being considered.
- 6.6 Risk – carrying out a public consultation can have an increased reputational risk to the Council especially if a proposal is divisive. Ensuring a proposal has the support of both parent councils mitigates against that risk.
- 6.7 Customer Service – preparing and publicising clear guidance in regard to the process for submitting a request to alter the catchment area, the legislative requirements, the public consultation process will assist parent councils better understand how to successfully submit a request and ensure their expectations are met in how it will be taken forward.

**Cleland Sneddon**  
**Executive Director of Community Services**

**Cllr Aileen Morton**  
**Policy Lead for Education and Lifelong Learning**

30 July 2014

For further information contact:

Morag Brown, Business Improvement Manager

Email [morag.brown@argyll-bute.gov.uk](mailto:morag.brown@argyll-bute.gov.uk)

Tel 01546 604199



---

**ARGYLL AND BUTE COUNCIL****COMMUNITY SERVICES COMMITTEE****COMMUNITY SERVICES****11 SEPTEMBER 2014**

---

**THE EDUCATION (ADDITIONAL SUPPORT FOR LEARNING) (SCOTLAND) ACT  
2004 (AS AMENDED)**

---

**1.0 EXECUTIVE SUMMARY**

- 1.1 The main purpose of this paper is to update the Community Services Committee on the implementation of The Education (Additional Support for Learning) (Scotland) Act 2004. Ministers are required to report to Parliament on progress every 5 years and 10 years on from its implementation this is the second of such reports.
- 1.2 This paper gives information on the Education (Additional Support for Learning) (Scotland) Act 2004, referred to hereafter as 'The Act' and highlights the key figures contained within the report, and sets the relative figures for Argyll and Bute in this national context.
- 1.3 The Act provides the legal framework for the provision of additional support for learning in Scotland and is structured around the concept of support being needed for any reason, and for short or long term periods determined by the individual learning needs of the child or young person.
- 1.4 The Act also places duties on education authorities, (and in certain circumstances health, social work and Skills Development Scotland) to work to plan and make joint provision for children and young people with complex or multiple additional support needs.
- 1.5 It is recommended that the Community Services Committee:
- a) note the figures contained within the report relating to pupils with Additional Support Needs (ASN) across Scotland and in particular the number of pupils within Argyll and Bute with additional support needs as a percentage of the total school roll; and
  - b) acknowledge the higher number of ASN pupils in Argyll and Bute with Coordinated Support Plans (CSPs), Individualised Education Plan (IEP) and assessed or declared as disabled in comparison to the national figures
  - c) note the ongoing review of ASN resource allocation procedures which will be reported on completion to the Community Services Committee.

---

**ARGYLL AND BUTE COUNCIL**

**COMMUNITY SERVICES COMMITTEE**

**COMMUNITY SERVICES  
2014**

**11<sup>TH</sup> SEPTEMBER**

---

**THE EDUCATION (ADDITIONAL SUPPORT FOR LEARNING) (SCOTLAND) ACT  
2004 (AS AMENDED)**

---

**2.0 INTRODUCTION**

2.1 The purpose of this report is to update the Community Services Committee on the implementation of The Education (Additional Support for Learning) (Scotland) Act 2004.

**3.0 RECOMMENDATIONS**

3.1.1 It is recommended that the Community Services Committee:

- a) note the figures contained within the report relating to pupils with Additional Support Needs (ASN) across Scotland and in particular the number of pupils within Argyll and Bute with additional support needs as a percentage of the total school roll; and
- b) acknowledge the higher number of ASN pupils in Argyll and Bute with Coordinated Support Plans (CSPs), Individualised Education Plan (IEP) and assessed or declared as disabled in comparison to the national figures
- c) note the ongoing review of ASN resource allocation procedures which will be reported on completion to the Community Services Committee.

**4.0 DETAIL**

4.1 The Education (Additional Support for Learning) (Scotland) Act 2004, referred to hereafter as 'The Act', provides the legal framework for the provision of additional support for learning in Scotland. The Act is structured around the concept of support being needed for any reason, and for short or long term periods determined by the individual learning needs of the child or young person.

4.2 There are a wide range of factors that may lead to children and young people having a need for additional support. These fall broadly into four

overlapping themes: learning environment, family circumstances, disability or health need and social and emotional factors. The key duties placed on education authorities are to identify, make provision for, and review provision for the additional support needs of children and young people for whose education they are responsible.

- 4.3 The Act also places duties on education authorities, (and in certain circumstances health, social work and Skills Development Scotland) to work to plan and make joint provision for children and young people with complex or multiple additional support needs. Where these needs are significant, require support from education and another partner agency, and will last more than one year - children and young people may have a statutory coordinated support plan to bring together all of the support to be provided to meet their learning needs.
- 4.4 The following sections provide a short summary of the key information presented within the report. A full copy of the Report may be accessed at <http://www.scotland.gov.uk/Resource/0044/00448013.pdf>.

## **Who has additional support needs?**

- 4.5 In 2013 there were 673,530 pupils in Scotland's primary, secondary, special and grant-aided schools. Of those 673,530, 131,621 were identified as having an additional support need, around 19.5% of all pupils. This is a 1.5% increase on last year.
- 4.6 Of the 131,621 pupils identified as having an additional support need the following figures are attributed;
- 40,089 (30%) have an Individualised Education Programme (IEP), a decrease of 6% on last year.
  - 12,102 (9.1%) have a child's plan, provided through the Getting It Right for Every Child approach, an increase of 67% on last year. This would be anticipated given the implementation of GIRFEC and an increasing awareness by practitioners.
  - 3,279 (2.4%) were identified as having a Co-ordinated Support Plan (CSP), a decrease of 0.5% on last year.
  - 62% of pupils recorded as having an additional support need are boys and 38% are girls.
  - There were 795 pupils in independent special schools, 771 (96.98%) of these pupils were funded by Scottish Local Authorities.
  - 124,637 (95%) of pupils with additional support needs learn within mainstream schools.
  - 15,510 pupils were recorded as Assessed or Declared Disabled, an increase of 142 pupils on last year. This is 2.3% of all pupils and 11% of those recorded as having additional support needs.

- 4.7 Education authorities and schools identify most children and young people with additional support needs through their arrangements for assessing learning and for monitoring the educational progress of children and young people. Identification will usually involve discussion with parents and professionals involved with the child or young person, for example, class teacher, support for learning staff, speech and language therapist, social worker, foster carer or residential worker. It should build on other assessments already available. Duties under the Act and GIRFEC principles necessitate engagement of parents/carers and also children and young people who are able to contribute to decision making processes.
- 4.8 Prior to 2010, only pupils with Coordinated Support Plans (CSPs), Individualised Education Plan (IEPs) or who were attending a special school were recorded as having additional support needs. However, in 2010 this was extended to include anyone receiving additional support, regardless of whether it was under a formal plan. This has led to a large increase in the number of pupils recorded with additional support needs since 2010. It is important to note that the figures presented relate to information recorded on school's management information systems and may not reflect the 'non quantifiable' support provided to pupils in schools by classroom and support staff, or support provided which is not recorded within the management information system.

#### **Argyll and Bute Context**

- 4.9 Within Argyll and Bute there were 10,713 pupils on the school roll at September 2013, of this number, 1,817 (16.9%) had additional support needs. On a national level, this figure sits at 19.5% of the total school roll.

**Figure 1.1 – Pupils with Additional Support Needs**

	<b>With CSP</b>	<b>With IEP</b>	<b>With other support needs</b>	<b>Child plans</b>	<b>Assessed or declared disabled</b>
<b>ARGYLL &amp; BUTE (10,713 pupils)</b>	101	950	709	182	561
<b>% of pupils with ASN (1,817 pupils)</b>	5.5%	52.3%	39.0%	10.0%	30.9%
<b>Scotland (673,530 pupils)</b>	3,279	40,089	94,090	12,102	15,510
<b>% of pupils with ASN (131,604 pupils)</b>	2.5%	30.5%	71.5%	9.2%	11.8%

- 4.10 Detailed information on the principal factors giving rise to additional support needs in Scotland is contained in Appendix 1.

- 4.11 The main reasons attributed to pupils requiring additional support in Argyll and Bute, as shown in figure 1.1, are social, emotional and behavioural difficulty, dyslexia or another specific learning difficulty such as numeracy. It should be noted that Argyll and Bute has a higher percentage of pupils with additional support needs with Coordinated Support Plans, Individualised Education Plans and Child Plans than the national figures.

### **Supporting Pupils with Additional Support Needs**

- 4.12 Within Argyll and Bute the majority of children and young people with additional support needs have education provision made in their local pre-school centre or mainstream school. There are three Learning Centres offering enhanced provision to pupils with additional support needs. Two of the learning centres, which are in Oban (Oban High and Rockfield Primary Schools) and Lochgilphead Joint Campus are part of a mainstream school. Parklands in Helensburgh is a stand-alone learning centre making provision for pupils with complex additional support needs. Other schools offering learning centre style provision, but not designed as such, are Dunoon Primary School and John Logie Baird Primary School. The Pupil Support Service and Educational Psychology Service provides advice, guidance and training on additional support needs to staff in mainstream settings, as well as providing support for pupils with additional support needs, and supporting the implementation of universal early intervention approaches.
- 4.13 Internal Audit carried out a review of the arrangements that are in place for pupils with Additional Support Needs in Argyll and Bute in the beginning of 2014 and the following improvement actions were agreed:
- Assessment reports produced at Kirn Primary School were identified as adding value to the system already in place, consideration to be given as to whether these systems should be duplicated across the authority with a view to best practice.
  - The system by which schools bid each year for ASN resource should be reviewed as to whether this is the best mechanism to allocate resource to schools based on ASN need.
  - The timetable for carrying out the assessment mentioned above should be changed to bring it in line with the budget preparation process.
- 4.14 These actions are currently being implemented and the review of ASN support allocation will be reported back to Community Services Committee early in 2015.

## 5.0 CONCLUSION

- 5.1 Ten years on from the implementation of the Education (Additional Support for Learning) (Scotland) Act 2004, the Council's Education service is providing a higher percentage of ASN pupils with formal support plans in comparison to the national figure. Work within Argyll and Bute is underway to review the way we support pupils with additional needs in order to ensure the best possible provision is in place to meet the needs of learners.

## 6.0 IMPLICATIONS

- 6.1 Policy – None
- 6.2 Financial – A significant proportion of the Education Service budget is directed towards meeting the duties of the Education (Additional Support for Learning) (Scotland) Act 2004 (as amended).
- 6.3 Legal – There are legal risks to the Council arising from any failures to full comply with the Act.
- 6.4 HR - None
- 6.5 Equalities – Compliance with the Act helps ensure children and young people have an equality of access to education services
- 6.6 Risk – There are legal and reputational risks to the Council arising from any failures to full comply with the Act.
- 6.7 Customer Service - None

**Cleland Sneddon**  
**Executive Director of Community Services**  
**Policy Lead – Cllr Aileen Morton**  
14<sup>th</sup> July 2014

**For further information contact:** Helen MacLeod, Executive Support Officer,  
[helen.macleod3@argyll-bute.gov.uk](mailto:helen.macleod3@argyll-bute.gov.uk) or telephone: 01546 604127.

## APPENDICES

- Appendix 1 - The principal factors giving rise to the additional support needs

Appendix 1 – The principal factors giving rise to the additional support needs

	Pupils for whom reason for support is reported	Learning disability	Dyslexia	Other specific learning disability (eg. Numeric)	Other moderate learning difficulty	Visual impairment	Hearing impairment	Deafblind	Physical or motor impairment	Language or speech disorder	Autistic spectrum disorder	Social, emotional and behavioural difficulty	Physical health problem	Mental health problem and interrupted learning	English as an additional language	Looked after	More able pupil
Argyll and Bute	1,814	182	324	279	260	64	39	0	134	230	148	353	110	31	48	93	0
% of ASN pupils in Argyll and Bute	99.8%	10%	17.8%	15.3%	14.3%	3.5%	2.1%	0	7.3%	12.6%	8.1%	19.4%	6%	1.7%	2.6%	5.1%	0
Scotland	131,527	15,859	15,368	13,689	19,864	3,373	2,441	45	7,029	12,708	9,946	26,715	7,398	3,621	17,547	6,578	2,243
% of ASN pupils in Scotland	100%	12.05%	11.6%	10.4%	15.1%	2.5%	1.8%	0.03%	5.3%	9.6%	7.5%	20.3%	5.6%	2.7%	13.3%	5.0%	17.0%

*\*note that some pupils will have more than one reason for requiring additional support.*

This page is intentionally left blank



---

**ARGYLL AND BUTE COUNCIL****COMMUNITY SERVICES COMMITTEE****COMMUNITY SERVICES****11 SEPTEMBER 2014**

---

**FINANCIAL QUARTER ONE PERFORMANCE SCORECARD SCRUTINY**

---

**1.0 EXECUTIVE SUMMARY**

This report presents to the Community Services Committee the financial quarter 1 performance scorecard for the Community Services Department for their review and scrutiny.

The report recommends that members:

1. Note that the quarterly performance scorecards will be programmed into the Committee's meeting schedule
2. Review performance for the quarter
3. Note that feedback from the Committee Development Day and from the Committee meetings will be used to ensure ongoing improvement to the performance review and scrutiny process.

**FINANCIAL QUARTER ONE PERFORMANCE SCORECARD SCRUTINY**

---

**2.0 INTRODUCTION**

- 2.1 This report presents performance information for the Community Services Department for financial quarter 1 to the Committee for review and scrutiny. It asks that committee notes that performance scorecards will be programmed into the quarterly meetings of the Committee. It also provides assurance that the recommendations from the facilitated and interactive session with members on scrutiny at the recent Committee Development Day will be implemented to improve the performance review and scrutiny process on an ongoing basis.

**3.0 RECOMMENDATIONS**

It is recommended that the Committee:

- 3.1 Reviews departmental performance for financial quarter 1
- 3.2 Notes that the quarterly performance scorecards will be programmed into the Committee's meeting schedule for review and scrutiny
- 3.3 Notes that feedback from the Committee Development Day will be used to ensure ongoing improvement to the performance review and scrutiny process.

**4.0 DETAIL**

- 4.1 In order that members have a clear overview of performance, the quarterly performance scorecards will be programmed into the committee schedule for regular performance review by members.
- 4.2 At the recent Committee Development Day, a specific interactive session was held with members to explore their role in performance review and scrutiny and to identify actions that will support the further development of this. The feedback from the Development Day session will be used to develop further improvement of how information is presented for members to support effective performance review and scrutiny. It will also identify any areas for further member development in this area.

- 4.4 The role of the Strategic Committee in reviewing performance will strengthen the council's overall approach to performance review and scrutiny, complementing the role of the Performance Review and Scrutiny Committee and Audit.
- 4.5 The financial quarter 1 Community Services performance scorecard and commentary is attached for review by the Committee.

**5.0 CONCLUSION**

- 5.1 Quarterly performance scorecards will now be brought to the Strategic Committees for review. Feedback from the Committee Development Days will be used to improve the approach to performance review and scrutiny on an ongoing basis.

**6.0 IMPLICATIONS**

6.1	Policy	None
6.2	Financial	None
6.3	Legal	The Council has a duty to deliver best value under the Local Government Scotland Act 2003.
6.4	HR	None
6.5	Equalities	None
6.6	Risk	Ensuring performance is effectively scrutinised by members reduces reputational risk to the council.
6.7	Customer Service	None

Cleland Sneddon, Executive Director – Community Services

**For further information contact:** Jane Fowler, Head of Improvement and HR

**APPENDICES**

Financial Quarter 1 Performance report and scorecard – Community Services


Departmental performance report for <b>Community Services</b>	period <b>April to June 2014</b>
<p><b>Key Successes</b></p> <ul style="list-style-type: none"> <li>• Zero older people awaiting for free personal care within their home for longer than 4 weeks.</li> <li>• Agreement of a corporate body model for the integration of Health and Social Care which requires to be in place by 1<sup>st</sup> April 2015.</li> <li>• Reduction in the number of days between an Adult Protection investigation and case conference being held.</li> <li>• 100% of children on the Child Protection Register with a current risk assessment.</li> <li>• Shellach View Children's Home in Oban maintained 5 'Very Good' ratings across all quality indicators when inspected by the Care Inspectorate.</li> <li>• Established the Early Years Collaborative leadership walkabout with positive feedback from staff on leaders engagement.</li> <li>• The development and implementation of universal child assessment ensuring one child, one assessment and plans are in place for all children.</li> <li>• Increase in the number of clients leaving the Housing Support Service with a planned approach.</li> <li>• Secured £400,000 funding from Creative Scotland to help boost youth arts provision across Argyll and Bute. We are one of 9 regional Youth Arts Hubs to benefit from a total funding package of £3.1m across Scotland.</li> <li>• Four Argyll and Bute schools have been named amongst the first 15 schools in Scotland to be recognised with a gold SportScotland School Sport Award; Arinagour Primary, Park Primary, Salen Primary and Campbeltown Grammar School. This award recognises innovation and achievement in delivering physical education and extra-curricular sport.</li> <li>• Kilcreggan Primary School recognised at a national level as an example of best practice in the field of PE Disability Inclusion Training. In recognition of the school's success the Head Teacher and PE co-ordinator were invited to speak at Scotland's first Legacy 2014 celebration in Edinburgh's Murrayfield Stadium.</li> <li>• Growth of the Gaelic Bookbug sessions which are going from strength to strength across Argyll and Bute. Sessions have been established in Oban and Lochgilphead with strong interest in Dunoan where a pilot session has been organised.</li> <li>• Lochdonhead Primary School on Mull was named as runner-up in Scotland's Finest Woods awards which celebrate the contribution that woodlands can make to the people of Scotland. The schools award recognises schools that increase young people's understanding and appreciation of the environmental, social and economic potential of trees, woodlands and forests and of the link between trees and everyday wood-based products.</li> <li>• The Education service successfully secured £136,500 funding from the Ministry of Defence Education Support Fund to support pupils who are children of Armed Service personnel. This is the fourth successful bid made by the Council since the fund was established, bringing a total of £367,820 to local schools across Argyll and Bute.</li> </ul>	

### **Key Challenges**

- Progressing the integration of Health and Social Care Services.
- Reducing the number of days lost through sickness absence across Community Services.
- Implementation of Children and Families Service Review and Education Management Review.
- Maintaining the Community Payback Order service within Oban and Mid Argyll given staffing turnover and vacancies.
- Timeous recruitment of foster carers.
- Increasing participation in sport and athlete development within restricted budgets.
- Delivery of Commonwealth Games Legacy Plan within existing resources.
- Preparing for the new higher and reviewing the implementation of the new National Qualifications.
- Meeting the requirements of current and new legislation e.g. Equalities Act 2010 and Children and Young People's Act 2014.

### **Action points to address the challenges**

- Timescale for integration has been established as April 2015. A body corporate model has been agreed with the scope of the partnership currently being decided. Shadow board to be established imminently and Chief Officer post to be appointed during the Autumn.
- Continue to work to ensure that return to work interviews are completed for all periods of sickness absence by targeting individual Managers and Team Leaders in the context of performance. Staff to be offered appropriate support in the management of this issue.
- Recruiting and retaining staff who focus on developing consistency and quality.
- Continue to work with the Council's HR service to advertise and recruit into vacant posts within the Oban and Mid Argyll areas.
- The Fostering and Adoption service is currently undertaking a recruitment campaign. Preparation for foster carers is being run throughout Argyll and Bute however it will take 6 months before new carers are approved by the Fostering and Adoption Panel.
- Discussions being held with COSLA in relation to rural transport costs and 2014 Legacy in relation to athlete development and support.
- Work in partnership with schools, clubs and communities to maximize use of volunteers and resources.
- Continue to support work on curriculum design to reflect the new Curriculum for Excellence framework and training on the new secondary benchmarking toolkit.
- Produce a programme of awareness and training sessions on the implication of the legislation. Work closely with colleagues in amenity services to produce a plan of action for the implications of Free School Meals for P1-P3.



...realising our potential together...

RESOURCES		Benchmark	Target	Actual	Status Trend
<b>People</b>					
Sickness absence CM [LGE]		3.5 Days	3.2 Days	3.2 Days	G ↑
Sickness absence CM [Teachers]		1.6 Days	1.8 Days	1.8 Days	R ↑
PRDs % complete		90 %	64 %	64 %	R
<b>Financial</b>					
Finance Revenue totals CM		£K 135,040	£K 135,040	£K 135,040	G ↑
Capital forecasts - current year CM					
Capital forecasts - total project CM					
Efficiency Savings CM	Actions on track	Target	Actual		G ↑
	Savings	£K 563	£K 563		
Asset Management - Community Services					
<b>IMPROVEMENT</b>					
Status Trend					
Improvement Plan					
Outcomes CM	Total No	Off track	On track	Complete	
	Outcomes	76	0	58	18
CARP Community Services	Total No	Off track	Due	Complete	
	Services	105	0	0	0
<b>Customer Service CM</b>		Number of consultations			1
Customer Charter	R →	Stage 1 complaints			56 %
Customer satisfaction		Stage 2 complaints			38 %
Community Services Audit Recommendations	R	Overdue	Due in future	Future - off target	
	2	↑	7	↑	6
CM Average Demand Risk	Score	11	Appetite	11	↓
CM Average Supply Risk	Score	10	Appetite	10	↓

Community Services Scorecard 2014-15

FQ1 14/15

Click for Full Outcomes

Corporate Objective 3 - Working together to improve the potential of our area	Department's contribution is not measured
CO10 We create the right conditions where existing and new businesses can succeed.	Department's contribution is not measured
CO11 Argyll and Bute has more new businesses operating in the area, creating more jobs.	Department's contribution is not measured
CO12 Our transport infrastructure meets the economic and social needs of our communities.	Department's contribution is not measured
CO13 We contribute to a sustainable environment.	Department's contribution is not measured
CO14 We make the best use of our built and natural environment.	Department's contribution is not measured
<b>Corporate Objective 4 - Working together to improve the potential of our organisation</b>	<b>A</b>
CO15 Our services are continually improving.	<b>A</b>
CO16 Our employees have the skills and attitudes to deliver efficient and effective services.	<b>G</b>
CO17 We provide good customer service.	<b>G</b>

Corporate Objective 1 - Working together to improve the potential of our people	A ↑
CO1 Our children are nurtured so that they can achieve their potential.	A →
CO2 Our young people have the skills, attitudes and achievements to succeed throughout their ...	A ↑
CO3 We have a skilled and competitive workforce capable of attracting employment to Argyll an...	A →
CO4 Our people are supported to live more active, healthier and independent lives.	A →
CO5 We work with our partners to tackle discrimination.	G ↑
CO6 Vulnerable adults, children and families are protected and supported within their communities.	A →
<b>Corporate Objective 2 - Working together to improve the potential of our communities</b>	A →
CO7 The places where we live, work and visit are well planned, safer and successful.	A →
CO8 Create opportunities for partners and communities to engage in service delivery.	A ↓
CO9 The impact of alcohol and drugs on our communities, and on mental health ... is reduced.	G →

Community Services Scorecard 2014-15 FQ1 14/15  
 Scorecard owner [Click for Full Scorecard](#)

CO1 Our children are nurtured so that they can achieve their potential.	<b>A</b> ↑
Success Measures	2
On track	2
CC01 Young people supported to lead more active / healthier lives	<b>G</b> ↑
Success Measures	6
On track	4
CF01 The life chances for looked after children are improved	<b>A</b> ↑
Success Measures	3
On track	2

CO2 Our young people have the skills, attitudes and achievements to succeed throughout their ...	<b>A</b> ↑
Success Measures	2
On track	2
CF03 Children & families given assistance ... best start in life	<b>A</b> ↑
Success Measures	4
On track	3
ED01 Primary school children are enabled to increase levels of attainment ...	<b>A</b> ↑
Success Measures	4
On track	2
ED02 Secondary school children are enabled to increase levels of attainment ...	<b>A</b> ↑
Success Measures	10
On track	7

CO3 We have a skilled and competitive workforce capable of attracting employment to Argyll an...	<b>A</b> ↑
Success Measures	3
On track	2
ED05 An effective system for Opportunities for All will operate in all secondary schools	<b>A</b> ↑
Success Measures	3
On track	2

CO4 Our people are supported to live more active, healthier and independent lives.	<b>A</b> ↑
Success Measures	10
On track	9

AC01 Community is supported to live active, healthier, independent lives	<b>A</b> ↑
Success Measures	2
On track	2

CC02 Raised lifelong participation in sport ... healthy lives	<b>G</b> ↑
Success Measures	2
On track	2

CO5 We work with our partners to tackle discrimination.	<b>G</b> ↑
---	------------

CC03 Our adults are supported to access learning opportunities ...	<b>G</b> ↑
Success Measures	2
On track	2

CC08 Improved literacy, health ... access to ... culture, libraries & museums	<b>G</b> ↑
Success Measures	4
On track	4

CO6 Vulnerable adults, children and families are protected and supported within their communities.	<b>A</b> ↑
--	------------

AC02 Vulnerable adults at risk are safeguarded	<b>G</b> ↑
Success Measures	1
On track	1

CC04 Less people will become homeless ... thru proactive approach ...	<b>A</b> ↑
Success Measures	3
On track	2

CF02 Children, young people and families at risk are safeguarded	<b>A</b> ↑
Success Measures	5
On track	4

CO7 The places where we live, work and visit are well planned, safer and successful.	<b>A</b> ↑
--	------------

CC07 People access a choice of suitable & affordable housing options ...	<b>G</b> ↑
Success Measures	3
On track	3

CF04 ... making our communities safe from crime, disorder & danger	<b>A</b> ↑
Success Measures	4
On track	2

CO8 Create opportunities for partners and communities to engage in service delivery.	<b>A</b> ↑
Success Measures	2
On track	1

CO06 Third Sector & communities ... enabled ... developing communities	<b>A</b> ↑
Success Measures	2
On track	1

CO9 The impact of alcohol and drugs on our communities, and on mental health ... is reduced.	<b>G</b> ↑
--	------------

AC03 The impact of alcohol and drugs ... is reduced	<b>G</b> ↑
Success Measures	1
On track	1

CO15 Our services are continually improving.	<b>A</b>
--	----------

ED03 Education Central Management Team ensures continuous improvement ...	<b>A</b>
Success Measures	3
On track	2

CO16 Our employees have the skills and attitudes to deliver efficient and effective services.	<b>G</b>
---	----------

ED06 Education staff have increased capacity for leadership ...	<b>G</b>
Success Measures	5
On track	5

CO17 We provide good customer service.	<b>G</b>
--	----------

ED07 Customer Service is improved	<b>G</b>
Success Measures	1
On track	1

This page is intentionally left blank



---

ARGYLL AND BUTE COUNCIL

COMMUNITY SERVICES COMMITTEE

COMMUNITY SERVICES

11<sup>TH</sup> SEPTEMBER 2014

---

**EXTERNAL INSPECTION / AUDIT REPORTING: JANUARY TO JUNE 2014**

---

**1.0 EXECUTIVE SUMMARY**

- 1.1.1 This report provides details of all external inspection / audit reports received within Community Services during the period 1st January to 30th June 2014.
- 1.2 There were 6 reports received within Community Services during the period and for these 6 reports, 41 ratings were given by external inspectors. Of these ratings 78% were rated as good or above, this is an increase of 14% from the previous 6 month period within which 64% were rated as good or above.
- 1.3 It is recommended that the Community Services Committee note the content of this report and appendix 1 attached.

ARGYLL AND BUTE COUNCIL

COMMUNITY SERVICES COMMITTEE

COMMUNITY SERVICES

11<sup>TH</sup> SEPTEMBER 2014

## EXTERNAL INSPECTION / AUDIT REPORTING: JANUARY TO JUNE 2014

**2.0 SUMMARY**

2.1 This report provides details of all external inspection / audit reports received within Community Services during the period 1st January to 30th June 2014.

**3.0 RECOMMENDATION**

3.1 The Community Services Committee are asked to note the contents of this report and appendix 1 attached.

**4.0 DETAIL**

4.1 A detailed summary of all external inspection / audit reports received for the period January to June 2014 are provided in **appendix 1**.

4.2 The number of external audit reports received for period January to June 2014 can be compared on a service basis as follows;

<b>Service</b>	<b>Jan – Jun 2014</b>
Adult Care	0
Children and Families	2
Community and Culture	1
Education	3
<b>TOTAL</b>	<b>6</b>

4.3 There were 41 ratings given by Education Scotland and the Care Inspectorate over the period, they are as follows;

<b>Rating</b>	<b>No. of ratings for Jan to Jun 2014</b>	<b>% overall ratings</b>	<b>No. of ratings for Jul to Sept 2013</b>	<b>% overall ratings</b>
Excellent	1	2%		
Very Good	17	42%	3	11%
Good	14	34%	15	53%
Satisfactory	9	22%	7	25%
Weak			3	11%
Unsatisfactory				
<b>TOTAL</b>	<b>41</b>	<b>100%</b>	<b>28</b>	<b>100%</b>

4.4 For the period January to June 2014 41 ratings were given from Education Scotland. Of these ratings 78% were rated as good or above, this is an increase of 14% from the previous 6 month period within which 64% were rated as good or above. It should also be noted that a significantly higher percentage of the good or above ratings were 'very good', signalling a period of improved performance.

## **5.0 CONCLUSION/SUMMARY**

5.1 In summary, a total of 6 external inspection reports were received for the period January to June 2014 and of the 41 ratings given by Education Scotland and the Care Inspectorate, 78% were rated as good or above, an improvement of 14% from the previous 6 month period.

## **6.0 IMPLICATIONS**

- 6.1 Policy: None.
- 6.2 Financial: None.
- 6.3 Legal: None.
- 6.4 HR: None.
- 6.5 Equal Opportunities: None.
- 6.6 Risk: None.
- 6.7 Customer Service: None.

Cleland Sneddon  
Executive Director

28 July 2014

For further information contact:  
CS Directorate  
Community Services  
01546 604451

## Appendix 1 – Summary Reports

### Children and Families

Report Title: <b>Stepping Stones Private Nursery, Helensburgh</b>	
Inspection Agency: <b>Education Scotland</b>	
Overall Ratings:	
Stepping Stones Private Nursery	
Children's experiences	Good
Improvements in performance	Good
Meeting learning needs	Good
Pre-school Centre	
The curriculum	Good
Improvement through self-evaluation	Satisfactory
Quality of care and support	Good
Quality of environment	Good
Quality of staffing	Very Good
Quality of management and leadership	Good
<p><b>Main Strengths</b></p> <ul style="list-style-type: none"> <li>• Happy and confident children who enjoy coming to nursery.</li> <li>• The very good relationships between staff, children and families.</li> <li>• The enthusiasm and commitment of the staff team to providing a high quality learning environment for children.</li> <li>• Children's achievement in numeracy across learning.</li> </ul> <p><b>Areas for improvement</b></p> <ul style="list-style-type: none"> <li>• Ensure children are consistently challenged and have ongoing opportunities to direct their own learning, make choice and develop their creativity.</li> <li>• Improve approaches to assessing and tracking children's progress to support staff and children in reviewing progress and achievement, and identifying next steps for learning.</li> <li>• Continue to develop approaches to monitoring and evaluating the quality of the service to ensure continued improvement.</li> </ul>	
Date of Inspection: <b>29<sup>th</sup> April 2014</b>	
Lead Officer to take forward improvement: <b>Jo Butler – Unit Manager</b>	

Report Title: **Shellach View – Care Home Service Children and Young People**

Inspection Agency: **Care Inspectorate**

Overall Ratings:

Quality of care and support	5	Very Good
Quality of environment	5	Very Good
Quality of staffing	5	Very Good
Quality of management and leadership	5	Very Good

### **Main Strengths**

- The service provides a safe and comfortable environment for young people.
- Each young person has a care plan that reflects 'Getting It Right for Every Child' (GIRFEC). Young people are involved in contributing to and reading written records about them.
- Positive interaction between staff and young people. Staff demonstrated a very good knowledge of young people's care plans and staff are well trained, qualified and appropriately registered with the Scottish Social Services Council.
- Staff work together effectively to implement planned care and respond to risks for the young people.

### **Areas for improvement**

- The provider should ensure medication is supplied and store in line with best practice guidelines.

Date of Inspection: **20<sup>th</sup> June 2014**

Lead Officer to take forward improvement: **Fiona Lowrie – Unit Manager**

**Community and Culture**Report Title: **Inspection of the Learning Community surrounding Tobermory High School**Inspection Agency: **Education Scotland**

Overall Ratings:

Improvements in performance	Good
Impact on participants	Good
Impact on the local community	Excellent
Improving services	Satisfactory

**Main Strengths**

- Partners work well together and contribute to improving learning and wellbeing and increasing life chances.
- Local voluntary organisations and social enterprises make a particularly strong contribution to sustainable economic development, securing jobs and services.
- Children, young people and adults benefit from a broad range of activities in music, performing arts, sport and environmental learning delivered by a number of highly successful community organisations.
- Argyll College and local employers work well together to provide work related skills and vocational opportunities.
- Adults with caring responsibilities are well supported through effective partnership work between local CLD staff and North Argyll Carers. Their participation in recreational learning activities results in improved wellbeing and reduced isolation.

**Areas for improvement**

- Assessment and accreditation of young people's achievement could be better developed.
- Learning community partner organisations would benefit from working together more systematically to develop a better overview of trends and needs in the learning community.
- Partners do not have an awareness of their collective local progress against the Argyll and Bute Single Outcome Agreement.
- Whilst organisations work well together and share information at an informal level, self-evaluation and planning for improvement amongst learning community partners is incomplete and disjointed.

Date of Inspection: **13<sup>th</sup> May 2014**Lead Officer to take forward improvement: **Jeannie Holles – Adult Learning Manager**

**Education**Report Title: **Port Ellen Primary School and Nursery Class**Inspection Agency: **Education Scotland**

Overall Ratings:

**Port Ellen Primary**

Improvements in performance	Very Good
Learners' experiences	Very Good
Meeting learning needs	Very Good

**Nursery Class**

Improvements in performance	Very Good
Children's experiences	Very Good
Meeting learning needs	Very Good

**Primary School and Nursery Class**

The curriculum	Very Good
Improvement through self-evaluation	Very Good

**Main Strengths**

- The leadership and vision of the headteacher in achieving well-paced change and improvement.
- Confident and articulate children who play an important role in the of the school and its community.
- Extensive range of learning experiences which enables children to be ambitious and successful.
- The focus on the island's languid and culture to develop a high-quality curriculum.
- The impact of staff working together to develop a high-quality curriculum.

**Areas for improvement**

- In partnership with children, parents and community partners, the school should continue to implement the priorities set out within the school's well-judged annual improvement plan, particularly to ensure consistently high-quality learning experiences for all children.

Date of Inspection: **11<sup>th</sup> February 2014**Lead Officer to take forward improvement: **Maureen MacDonald – Head Teacher**

Report Title: <b>Lochgoilhead Primary School and Nursery Class</b>	
Inspection Agency: <b>Education Scotland</b>	
Overall Ratings:	
Improvements in performance	Very Good
Learners' experiences	Very Good
Meeting learning needs	Very Good
Nursery Class	
Improvements in performance	Satisfactory
Children's experiences	Satisfactory
Meeting learning needs	Satisfactory
Lochgoilhead Primary School and Nursery Class	
The curriculum	Good
Improvement through self-evaluation	Satisfactory
<p><b>Main Strengths</b></p> <ul style="list-style-type: none"> <li>• Confident, happy children who are enthusiastic about their learning.</li> <li>• The ways in which the school takes account of children's views and ideas.</li> <li>• The calm, support and purposeful ethos in classrooms.</li> <li>• The strong links with parents and the wider community.</li> <li>• The teamwork of all staff and their commitment to making the school better.</li> </ul> <p><b>Areas for improvement</b></p> <ul style="list-style-type: none"> <li>• Continue to monitor pace and challenge in children's learning.</li> <li>• Improve the overall quality of provision in the nursery to ensure better outcomes for children.</li> <li>• Use self-evaluation more systematically to make further improvements to the school.</li> <li>• Review the accommodation for the nursery, and for physical education.</li> </ul>	
Date of Inspection: <b>6<sup>th</sup> May 2014</b>	
Lead Officer to take forward improvement: <b>Sandra Bark – Head Teacher</b>	



Report Title: **Tobermory High School and Nursery Class**

Inspection Agency: **Education Scotland**

Overall Ratings:

Tobermory High School

Improvements in performance	Satisfactory
Learners' experiences	Good
Meeting learning needs	Good

Nursery Class

Improvements in performance	Good
Children's experiences	Very Good
Meeting learning needs	Good

Tobermory High School and Nursery Class

The curriculum	Satisfactory
Improvement through self-evaluation	Satisfactory

### **Main Strengths**

- Respectful and courteous children and young people who support each other in their learning.
- Children's learning in the nursery.
- Impact of partnerships on children's and young people's achievements.
- The inclusive ethos of the school and high quality support for all young people.

### **Areas for improvement**

- Continue to improve the curriculum, including for Gaelic Medium.
- Continue to improve learning and teaching to provide greater challenge for children and young people.
- Continue to develop self-evaluation approaches including the monitoring and tracking of young people's progress.

### **Improvement Actions**

- Review of Primary curriculum to be carried out.
- Review of Gaelic learning to be undertaken.
- Tracking and monitoring procedures to be put in place which ensure the teaching and learning is progressive for each child.
- Young people to be involved in their own learning through Visual Learning approach.

Date of Inspection: **10<sup>th</sup> June 2014**

Lead Officer to take forward improvement: **Craig Biddick – Head Teacher**

This page is intentionally left blank

---

ARGYLL AND BUTE COUNCIL

Community Services Committee  
11 September 2014

Report by Executive Director  
of Community Services

---

### Argyll and Bute Queens Baton Relay

---

#### 1.0 EXECUTIVE SUMMARY

The purpose of this report is to outline the key successes of the Argyll and Bute leg of the Queens Baton Relay on Sunday 13<sup>th</sup> July 2014, highlighting the multi-agency approach to the planning and delivery of a high quality sporting and cultural event across our communities.

The Argyll and Bute leg of the relay was the longest route within the forty day tour within Scotland. Given the complexity of the route for the convoy, the geographical area covered (174 miles) and the ambitious programme delivered in seven communities, the event was an outstanding success drawing significant participation from local communities.

The recommendations for this report are as follows:

It is recommended that the Community Services Committee:

- a) note the outstanding contribution made by services across the Council and from partner agencies; and
- b) note there is now a unique opportunity to continue to build on our commitment to increasing high quality physical education, physical activity and sport for our young people as part of the Council's Commonwealth Games Legacy Plan which can be taken forward by effective partnership working between internal service areas, external partners and volunteers.

### Argyll and Bute Queens Baton Relay

---

## 2.0 INTRODUCTION

- 2.1 The Argyll and Bute leg of the Queens Baton Relay took place on Sunday 13<sup>th</sup> July 2014, day thirty of a forty day tour of Scotland leading up to the Commonwealth Games. More than ten thousand members of the public lined the route from Appin to Dunoon to support the baton-bearers and attend the seven community celebration events delivered by Argyll and Bute Council. The BBC provided a live stream across the route with additional positive media coverage and publicity through BBC news programmes, partner websites, press and social media.
- 2.2 The Argyll and Bute leg of the relay was the longest route within the forty day tour within Scotland. Given the complexity of the route for the convoy, the geographical area covered (174 miles) and the ambitious programme delivered in seven communities, the event was an outstanding success drawing significant participation from local communities.

## 3.0 RECOMMENDATIONS

- 3.1 It is recommended that the Community Services Committee:
- a) note the outstanding contribution made by services across the Council and from partner agencies; and
  - b) note there is now a unique opportunity to continue to build on our commitment to increasing high quality physical education, physical activity and sport for our young people as part of the Council's Commonwealth Games Legacy Plan which can be taken forward by effective partnership working between internal service areas, external partners and volunteers.

## 4.0 DETAIL

### 4.1 Public engagement on the day

The day exceeded all expectations and the good weather, as well as excellent engagement from local communities, resulted in a larger than anticipated turnout from communities the length and breadth of Argyll and Bute. The attendances below include spectators across the route and at the seven community celebration events:

Appin	200*
Benderloch	400*
Dunbeg	250
Oban	1,500*
Kilmartin	250
Dunadd	50
Lochgilphead	2,000*
Furnace	100
Inveraray	2,000*
Strachur	350*
Dunoon	5,000*
<b>Total:</b>	<b>10,300</b>

Celebration events \*

Quote from a member of the public:

“I just wanted to say a huge thank you for your participation in organising the Baton Relay in Dunoon this afternoon. My mother (who is visiting on holiday from Northern Ireland) and I waited around in Dunoon for the arrival of the batonbearers and every official we came into contact with was polite, courteous and very friendly. The whole event was fabulous. The police were especially friendly and very helpful. It was a great success and I was proud to be a citizen of Argyll and Bute!

Thank you to all, especially the little children who were handing out flags and wrist bands”.

#### 4.2 Partnership with Glasgow 2014

The QBR team were led by Adam Best and Mike Leyton who did an excellent job on the day. The team led the convoy across the 174 mile route which included two boat transfers and one bike transfer. The QBR team, Police Scotland, stewards and Council staff (including the JACC (Joint Agency Control Centre)) worked in partnership to create a very positive atmosphere, encourage the batonbearers, keep the crowds entertained and deal with requests for photographs.

#### 4.3 Argyll and Bute Partnerships

Strong partnership working and effective planning across all agencies within the Argyll and Bute Steering Group began a year in advance of the relay. This proved invaluable to the delivery of a very successful day. Due to the geographical spread of the route and events, this was supported by the deployment of event leads and planning groups for each community celebration event which delivered an excellent programme of sporting and cultural activities. The programme was aided by a successful grant application for £10,000 from Event Scotland.

The evening celebration event in Dunoon Stadium was extremely well supported by the local community. The programme was professionally presented by Alison Walker, Commonwealth Games commentator.

As part of the Glasgow 2014 legacy the ceremony also included the Argyll and Bute young and adult sports volunteer of the year awards to recognise the excellent work of sports volunteers across the Argyll and Bute.

#### 4.4 Marketing and publicity

Publicity materials were distributed across all communities in advance. The Steering Group made effective use of social media, websites and lookbook branding materials to ensure a strong public awareness in advance of the Queens Baton Relay visiting Argyll and Bute.

On the day the QBR media team, Argyll and Bute Council, Police Scotland communications and the BBC teams built an excellent working relationship and the local authority were very much given their place which was extremely positive. The local authority team travelling ahead of the convoy sent photographs to the teams in the JACC which were then used instantly for social media updates across all media outlets resulting in an extremely impressive reach.

Police Scotland L Division social media reach from QBR:

Facebook:	473,451
Twitter:	623,326

Argyll and Bute Council social media reach from QBR:

Facebook:	14,033 (12,407 leisure and libraries + 1626 council corporate page)
Twitter:	10,481

#### 4.5 Stewarding

In order to ensure good quality health and safety and security arrangements, there was a robust policing and stewarding plan put in place which worked very well on the day. The plan included the recruitment and training of 160 stewards across the authority to work alongside 103 members of the police from L Division. Again strong relationships between Council Officers and Police Scotland were critical in the delivery of the event. The use of a texting service to stewards and event leads ensured they were kept up to date with issues/delays along the route.

## **5.0 CONCLUSION**

- 5.1 The Queens Baton Relay offered Argyll and Bute Council and partners a unique opportunity to showcase the Argyll and Bute area. The excellent planning, community engagement on the day as well as exceptional feedback from the public, batonbearers, partners and press demonstrated the Council's ability to work across services to deliver a first class event.

## **6.0 IMPLICATIONS**

- 6.1 Policy - The Queens Baton Relay formed part of the Scottish Government's Glasgow 2014 Legacy Plan and the council will continue to work on its local Legacy Plan and report back on key success measures.
- 6.2 Financial - None
- 6.3 Legal - None
- 6.4 HR - None
- 6.5 Equalities - None
- 6.6 Risk - None
- 6.7 Customer Service - The event was delivered by officers across the Council, over and above their day to day work remits.

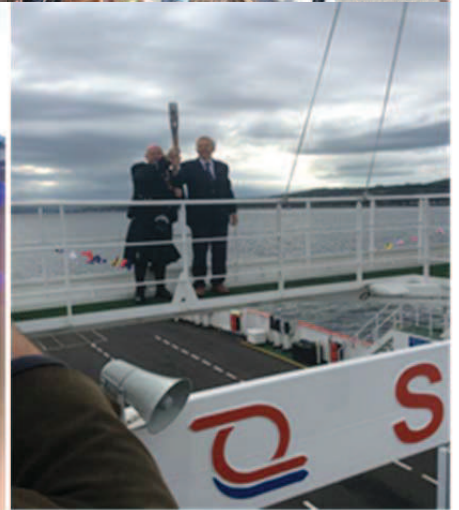
**Cleland Sneddon, Executive Director of Community Services**

**Robin Currie, Policy Lead Community and Culture, Strategic Housing**  
07/08/2014

### **For further information contact:**

Donald MacVicar  
Head of Service, Community and Culture

Nicola Hackett  
Active Schools Manager





---

ARGYLL AND BUTE COUNCIL

Community Services Committee

Community Services

11 September 2014

---

**HOME ENERGY EFFICIENCY PROGRAMME:AREA BASED  
SCHEMES(HEEPS:ABS)**

---

**1.0 EXECUTIVE SUMMARY**

- 1.1 This report is to provide Members with information about the Scottish Governments Home Energy Efficiency Programmes for Scotland Area Based Scheme (HEEPS:ABS) and its application within Argyll and Bute.
- 1.2 The report gives background to the programme including the information required by the Scottish Government application process. It informs Members about what the programme will deliver in 2014/15 and beyond.
- 1.3 There are significant financial implications associated with this programme which generates employment benefits as well as addressing energy efficiency and fuel poverty issues.
- 1.4 Argyll and Bute Council has been offered Scottish Government grant funding up to £2.3m in 2014/15 to deliver energy efficiency measures in 690 homes. 621 private homes and 69 owned by a social landlord.
- 1.5 The recommendation is that Members note the content of the programme and the associated benefits derived from it.

## HOME ENERGY EFFICIENCY PROGRAMME: AREA BASED SCHEMES

---

### 2.0 INTRODUCTION

2.1 Home Energy Efficiency Programme for Scotland Area Based Schemes (HEEPS: ABS) is a ten year Scottish Government programme which started in 2013/14 to help to cover the cost of insulation measures. It can also help to cover the shortfall in the Energy Company Obligation (ECO) and some additional energy efficiency measures that are not covered by ECO but can improve the energy efficiency of the home.

HEEPS: ABS works alongside UK energy efficiency funding such as Green Deal and ECO, ensuring that Scotland levers in its share of funding and help householders to install a range of energy efficiency measures. The government has set out key objectives for the programme:

- To reduce fuel poverty
- To reduce carbon emissions
- To encourage ECO activity in Scotland.

2.2 Alienergy manages the programme on behalf of the Council and provides the technical knowledge and experience required for this specialist area of activity. The Scottish Government grant for second year of HEEPS:ABS - 2014/15 amounts to £2.3m.

### 3.0 RECOMMENDATIONS

3.1 Members note the content of the programme and the associated benefits derived from it.

### 4.0 DETAIL

4.1 The reduction of fuel poverty is a key policy within the 2011 – 2016 Local Housing Strategy for Argyll and Bute, which in turn contributes to the Single Outcome Agreement. The HEEPS:ABS scheme will help to deliver on the key objectives of the LHS in Argyll and Bute, namely:

- To develop partnerships which enable improvements in energy efficiency of stock
- To maximise SHQS compliance in social sector stock by 2015
- To develop targeted information & advice and assistance to encourage owners to repair & maintain their homes
- To tackle sub-standard housing

The scheme also supports delivery of the Argyll and Bute Community Plan and Single Outcome Agreement (20013-2023). 'We have infrastructure that supports sustainable growth and people live active, healthier and independent lives'.

- 4.2 Each year, in March, the Government announces the proposed expenditure on the overall HEEPS:ABS programme and seeks applications from local authorities to be submitted within six weeks. Bids are required to set out, in detail:
- The strategic approach to energy efficiency including evidence of need and data sources used
  - The targeted approach to energy efficiency: the areas to be targeted including details of the number and type of measures and potential ECO contributions
  - Outline proposals for future programmes within the local authority area
  - How the programme will support the local economy
  - Enabling and administrative costs
  - Confirmation of energy company support
  - Marketing strategy

The strategy focuses on areas:

- with high rates of fuel poverty indicated by local studies and knowledge
- of multiple deprivation indicated by SIMD and where there are known pockets of fuel poverty or general deprivation
- which support high numbers of groups vulnerable to fuel poverty and that have not been targeted by previous schemes.

In June, the government offered the Council a grant of up to £2,389,668 payable over the financial year 2014-15 specifically, in connection with, support for ECO eligible and other energy efficiency measures, to 690 homes of which 621 are privately owned and 69 are owned by a social landlord. Programme activity is generally mobilised around July.

- 4.3 Following on from the successful delivery of the Universal Home Insulation Scheme (UHIS), which targeted Dunoon; Oban; Helensburgh and the surrounding areas, Mid Argyll and Kintyre have been the focus of the first year of the HEEPS:ABS programme. Additional grant funding was allocated to the 2013/14 programme in March and requires to be spent by September 2014.
- 4.4 Details of the 2014/15 HEEPS:ABS programme is outlined in the following paragraphs.
- 4.5 Project 1: The Core project concentrates on the continuation of work commenced in 13/14 in Mid Argyll and Kintyre - this offers a range of measures including internal and external wall insulation and cavity wall insulation; loft Insulation top ups; virgin loft insulation and floor insulation measures to 240 private sector dwellings in Mid Argyll and Kintyre, as well as the areas in Oban, Helensburgh and Dunoon previously covered by UHIS. The project handles the waiting list for solid wall insulation measures as well as new householder engagements. Government funding for this project is £1.4m with anticipated contribution of £310k from ECO.

- 4.6 Project 2: Additional funds were allocated to offer measures on the island of Bute. Resources will allow energy efficiency measures to assist 189 private householders and the resources allocated for this £192k with anticipated ECO contribution of £154k.
- 4.7 Project 3: Is a joint project to be delivered in collaboration with SSE. It will offer loft and cavity wall insulation; boiler replacements; new gas heating systems and energy efficient electric heating to 118 Affordable Warmth Group(AWG) households across Argyll, utilising ECO funds under the Home Heating Cost Reduction Obligation, (HHCRO). This project will cover the waiting list from 2013/14 but will also take new referrals in case of drop-downs from the existing list and because there is a high level of interest expressed from householders. This project is supported by £252k HEEPS:ABS and £108k ECO.
- 4.8 Project 4: Offers insulation measures for hard to treat cavities, including external wall insulation and the removal and replacement of failed cavity wall insulation, to 21 privately owned dwellings associated with 25 Argyll Community Housing Association (ACHA) properties, in Tarbert and Rothesay. HEEPS:ABS contribution is £128k and anticipated ECO £23k. Owners contribution is estimated at £75k and Social landlord contribution £236k.
- 4.9 Project 5: Offers external wall insulation (EWI) to 53 private sector dwellings associated with 44 ACHA properties in Kintyre and Lorn, including a mixture of solid wall and hard to treat cavities. HEEP:ABS contribution will be £424k: ECO £48K; Owners £106k and Social Landlord £408k.
- 4.10 Projects 1 and 2 will be delivered directly by Allenergy and an installer team, working with Argyll and Bute Council and Home Energy Scotland. At the time of writing the contract for the installer team is out to tender. Alienergy and the Housing Service will co-ordinate with Housing Association partners where relevant. The enabling element of the programme will provide resources to employ a Housing Officer who will co-ordinate the programme for the Council. Project 3 will be delivered by Allenergy and Argyll and Bute Council, in partnership with SSE. Projects 4 and 5 will be delivered by ACHA in partnership with the Council and Allenergy: ACHA will be responsible for engaging householders, appointing installers, managing all works and budgets for the private sector properties as well as their own tenancies.
- 4.11 It is the intention to begin early engagement with householders on Mull, Coll, Tiree, Iona, Islay, Colonsay and Jura in preparation for the next phase of the HEEPS:ABS programme in 2015/16

## **5.0 CONCLUSION**

- 5.1 The Council is building on and expanding the effective partnerships that it has developed in recent years, in order to deliver improvements in home energy efficiency and to address fuel poverty. This includes working with a range of Community Planning partners to ensure that households vulnerable to fuel poverty are engaged and benefit from the measures and services on offer.

## 6.0 IMPLICATIONS

- 6.1 Policy: The HEEPS:ABS programme is consistent with the Local Housing Strategy and Single Outcome agreement and the Community Plan.
- 6.2 Financial: It provides considerable additional resources to tackle fuel poverty and energy efficiency.
- 6.3 Legal: Procurement processes have been reviewed and the contract for the installer has been put out to tender to ensure compliance with EU procurement legislation.
- 6.4 HR: A Housing Officer is being recruited to manage the programme.
- 6.5 Equalities: None
- 6.6 Risk: There are a wide range of factors outwith the Council's control which can put the programme at risk, these include for example: engagement with householders; ECO availability; contractor performance; programme management. It therefore requires to be closely monitored to ensure progress is made.
- 6.7 Customer Service: Effective programme co-ordination is required to ensure that high customer service standards are achieved.

**Executive Director of Community Services, Cleland Sneddon**

**Policy Lead Cllr Robin Currie**

1<sup>st</sup> July 2014

**For further information contact:** Moira MacVicar, Housing Services Manager,  
01631 472184

This page is intentionally left blank

---

**ARGYLL AND BUTE COUNCIL****Community Services Committee****Community Services****11 September 2014**

---

**Housing Development - Loan Applications:  
Fyne Homes – Courthouse, Rothesay  
WHHA- Port Ellen, Islay**

---

**1.0 EXECUTIVE SUMMARY**

- 1.1 This report deals with an application for an extension to an existing loan from Fyne Homes, subsidiary Fyne Initiatives for bridging finance for the Old Courthouse Development and, an application from West Highland Housing Association, for a 25 year loan to deliver the 18 house development at Imerval, Port Ellen, Isle of Islay.
- 1.2 The report provides background to each of the applications including the risk assessments associated with each request.
- 1.3 There are financial implications associated with these requests. In August 2012 Members agreed to support the Housing Association development programme by providing access to short and long term loan funding. These applications meet the criteria previously agreed.
- 1.4 In November 2011 the Council approved a loan of £1,900,000 to Fyne Initiatives for the period to 31 March 2015 in relation to the Old Courthouse, Rothesay. Only 8 of the properties have been sold with £754,300 of the loan being repaid.
- 1.5 In August 2012 Argyll and Bute Council agreed to earmark £5m for long term loans. Loans to the value of £3,232,733 have been agreed to date.
- 1.6 The recommendation is that Members approve:
- 1) The extension to existing loan at the reduced figure of £1,145,700 to Fyne Initiatives until 31 March 2018 on the terms set out in paragraph 4.1.
  - 2) a twenty five year loan of £955,024.54 to West Highland Housing Association to build 18 properties for affordable rent at Imerval, Port Ellen, Isle of Islay.

**HOUSING DEVELOPMENT: LOAN APPLICATIONS**  
**Fyne Homes – Courthouse, Rothesay**  
**WHHA- Port Ellen, Islay**

---

**2.0 INTRODUCTION**

2.1 In August 2012 the Council approved a recommendation to provide a short term loan facility from the Strategic Housing Fund and a Long Term Loan facility funded from Council reserves. These decisions were taken to enable the affordable housing development programme to continue in Argyll and Bute at a time when it was particularly difficult for Housing Associations to secure private finance. The loan funding and Strategic Housing Fund grants provided to the Registered Social Landlord (RSL) Sector has contributed to the completion of 258 new affordable homes across Argyll and Bute.

2.2 The Housing Association sector is however still constrained by difficulties accessing private finance and accordingly Fyne Homes have made application to extend their existing loan facility for a further three years and West Highland Housing Association have made application for a loan facility to complete the funding package for an 18 property development in Port Ellen, Islay.

**3.0 RECOMMENDATIONS**

3.1 Members are asked to approve:

- the extension of the loan of £1,145,700 to Fyne Initiatives for a further three years to 31 March 2018 in respect of the development at the Old Court House, Rothesay on the terms set out in paragraph 4.1.
- a twenty five year loan of £955,024.54 to West Highland Housing Association to build 18 properties for affordable rent at Imerval, Port Ellen, Isle of Islay.

**4.0 DETAIL**

4.1 **Fyne Homes Application.** In November 2011 Council approved a £1.9m 3 year loan to Fyne Initiatives, a subsidiary of Fyne Homes for the redevelopment of the former Council Chambers and Courthouse in central Rothesay. This loan arrangement will cease on 31<sup>st</sup> March 2015. At the time of writing, 8 properties had been sold and two were under offer. As the properties are sold the capital loan is repaid directly to the Council and consequently the loan extension is for £754,300 less than the original loan. The revised loan amount would be



£1,145,700. The rate of interest to be charged will be based on the PWLB rate for a 3 year loan as at March 2015 adjusted for a margin of 0.25% to reflect administration costs and any further adjustments to ensure a market rate is charged to avoid any state aid issues.

- 4.2 Fyne Initiatives have shown no difficulty in making the repayments of £754,300 as and when houses are sold. The accounts and business plan of Fyne Initiatives have been reviewed and from this no significant concerns have arisen to prevent the loan being extended.
- 4.3 The New Supply Shared Equity Scheme (NSSE) was completed in March 2011 and comprises 25 x 1,2 and 3 bedroom shared equity properties. Fyne Homes have conducted extensive marketing campaigns but due to the downturn in the economic market, sales have been very slow. Since the marketing agent was changed approximately six months ago sales have picked up. Fyne Homes have developed a range of incentives- All purchasers receive £300 towards their legal fees, as it is recognised that purchasing through NSSE incurs slightly higher fees due to the nature of the transaction. Additional to this, for first time buyers only, they offer white goods up to the value of £850. This gives new home owners a brand new fridge/freezer, electric cooker and washing machine for moving in and includes the cost of installation.
- 4.4 Feedback from applicants, other interested parties and the Estate Agent is that that the Old Courthouse development itself attracts great interest and that the properties are of good quality and highly desirable. However, there are two main elements affecting overall sales, these are the current market/economic conditions and the criteria to qualify under the NSSE scheme. The housing market in general is still very slow. There is a particularly high volume of flats available to purchase on Bute and feedback from the Estate Agent is that flats are still the most difficult to sell despite the quality and location of The Old Courthouse development
- 4.5 **Current market/economic conditions** – Despite the Scottish Government's efforts to support people purchasing their own home, with schemes such as Shared Equity, the banking industry has not followed suit with similar support. Fyne Homes have examples where banks refuse to lend altogether to those wishing to buy through the Shared Equity scheme and where they do lend they will usually insist on a minimum of 5% deposit and in some cases 10%. As the scheme is predominantly for first time buyers finding 5-10% deposit for these potential purchasers can not only be a barrier but in many cases a show stopper. Add to this the rigours in place to be granted a mortgage in the first place, particularly as a first time buyer with limited credit history, and the main intended market for these properties is further limited.
- 4.6 **NSSE qualifying criteria** – As house sales have started to move more recently The Old Courthouse development does generate quite a lot of initial enquiries. The Scottish Government has a specific set of criteria which buyers have to meet in order to qualify to enter the scheme and purchase one of these properties. New Supply Shared Equity mainly aims to help first-time buyers. However, it can help others too in certain circumstances such as where there is a significant

change in a person's household circumstances or if they have a disability and own a house which doesn't suit their needs. In these cases the person has to sell their current property and also has to meet the financial criteria. If the purchaser can afford more than 80% of the property whilst retaining a maximum of £5k savings they are deemed to be outside of the financial criteria of those the scheme aims to help. An applicant may retain £5000 of any personal contributions held. Above this amount, 90 per cent of the balance will be treated as a contribution towards the purchase of a property. These criteria are applied because of state aid issues but they do limit the number of people eligible to purchase these properties.

4.7 **Long Term Loan Finance to RSL's.** In August 2012 the Council agreed to earmark £5m from Council reserves, to support RSL development, interest being charged at one quarter of one per cent over the Public Works Loan Board rate on an annuity basis with semi-annual payments. The previously approved commitments from reserves amount to £3,232,733.

4.8 In January 2014 for Members approved £540k grant funding to WHHA for the development at Imerval, Port Ellen, Isle of Islay. WHHA have now applied to the Council for a 25 year loan of £955,024 for the 18 property development, for affordable rent. The estimated site start for the development is November 2014 and estimated completion September 2015. If Members approve the application currently before them it will bring the total loan commitment from reserves up to £4,187,757.

4.9 Interest on the loan will be charged at the PWLB rate for a 25 year loan with a 0.25% uplift for administration and any further adjustments to ensure a market rate is charged to avoid any state aid issues.

4.10 A review of the financial aspects of the project (costs and funding) and also the accounts and business plan of WHHA has been undertaken. No issues have been identified during this to prevent the Council agreeing to a loan. A standard security will be taken over the properties based on the balance outstanding on the loan.

## 5.0 CONCLUSION

5.1 The Council has previously agreed to support the affordable housing development programme in Argyll and Bute by providing the Housing Association sector access to loan finance. There are significant challenges facing the sector due to the prevailing market conditions and the requests before Members in this report demonstrate the important contribution that this facility provides.

## 6.0 IMPLICATIONS

6.1 Policy: The proposals are consistent with current Council policy.

6.2 Financial: A financial appraisal and risk assessment will be completed.

- 6.3 Legal: A loan agreement will require to be signed by both parties.
- 6.4 HR: None.
- 6.5 Equalities: None
- 6.6 Risk: A financial risk assessment will be completed
- 6.7 Customer Service: None

**Executive Director of Community Services, Cleland Sneddon**  
**Policy Lead Cllr Robin Currie**  
23<sup>rd</sup> July 2014

**For further information contact:** Moira MacVicar, Housing Services Manager,  
01631 572184

This page is intentionally left blank

---

**ARGYLL AND BUTE COUNCIL****COMMUNITY SERVICE COMMITTEE****COMMUNITY SERVICES****11 SEPTEMBER 2014**

---

---

**EARLY YEARS COLLABORATIVE**

---

**1.0 EXECUTIVE SUMMARY****Aim**

The main purpose of this report is to provide the Community Services Committee with an overview of the key change actions which have been implemented across the Community Planning Partnership (CPP) to ensure the national objectives set by the Scottish Government's Early Years Task Force are being achieved.

**Summary**

Across the Community Planning Partnership the 7 key change themes are being developed into packages of interventions for adoption across the Early Years Collaborative these align with the Early Years Taskforce Framework of Expectations and the Single Outcome Agreement Outcome 4 (Children Have the Best Start).

Across the CPP there are locally determined actions taking place to ensure we are meeting the national stretch aims linked to positive pregnancies, and children reaching their developmental milestones at various stages from birth through to age 8.

**Recommendations**

It is recommended the Community Service Committee:

- i. Note the current actions being progressed by the Argyll and Bute Early Years Collaborative
- ii. Note the implementation of a series of Leadership Walk Rounds which commenced in April 2014, displaying commitment to local Early Years Collaborative developments by CPP leaders

---

**ARGYLL AND BUTE COUNCIL**

**COMMUNITY SERVICES COMMITTEE**

**COMMUNITY SERVICES**

**11<sup>TH</sup> SEPTEMBER 2014**

---

**EARLY YEARS COLLABORATIVE**

---

**1 SUMMARY**

- 1.1 This report provides an update on the progress of the Early Years Collaborative (EYC) in Argyll and Bute and outlines a number of new developments across the Community Planning Partnership (CPP) area.

**2 RECOMMENDATION**

- 2.1 It is recommended that the Community Services Committee:
- i. Note the current actions being progressed by the Argyll and Bute Early Years Collaborative
  - ii. Note the implementation of a series of Leadership Walk Rounds which commenced in April 2014, displaying commitment to local Early Years Collaborative developments by CPP leaders

**3 DETAIL**

- 3.1 The Early Years Collaborative is the world's first national multi-agency quality improvement programme focussing on developing positive starts and addressing inequalities for children and their families. The programme is directed at the national ambition for 'Scotland to be the best place in the world for a child to grow up'.
- 3.2 The EYC seeks to meet a series of national stretch aims linked to positive pregnancies and children reaching developmental milestones at various stages from birth through to 8 years. The EYC encourages practitioners and people working with children and families to identify ideas to improve outcomes and reduce inequalities. These ideas are then tested regularly through a 'plan, do, study, act' (PDSA) cycle and if successful, be developed on a wider scale.
- 3.3 The Argyll and Bute CPP is laying strong foundations in its early years improvement work. The objective of the EYC is to deliver tangible improvements in outcomes and reduce inequalities for vulnerable children- shifting the balance of public services towards early intervention and prevention. Argyll and Bute CPP has embarked on improvement interventions to address issues identified nationally – these are featured in the agreed driver diagrams (diagrams which

show how the CPP plans to meet each national stretch aim). The key change themes within the EYC have been reviewed to ensure our partnership has the biggest impact on the national stretch aims. The following broad themes/ key changes have emerged:

- Early support for pregnancy and beyond
- Attachment and child development
- Transitions of care
- The 27-30 month review
- Family Engagement
- Addressing child poverty-Income maximisation
- Developing Parenting Skills

3.4 The Early Years Collaborative makes use of an improvement methodology called 'The Model for Improvement'. As a result of becoming trained in this methodology, practitioners and partners across the CPP are conducting small tests to identify where a change can result in an improvement; analysing the impact/ evidence; and where the evidence shows positive outcomes, 'scale up' the change across the service. Examples include:

- Helensburgh – a test on improving early literacy through the Big Bedtime Read.
- Oban - testing family asset building through an intergenerational project.
- Kintyre - testing the use of the Family Pathway.
- Dunoon - testing improved family engagement with hard to reach families.
- Bute – Nursery nurse employed with a housing provider to help income maximisation.

### 3.5 **Launch of Public Social Partnership St Joseph's Primary School Family Centre**

3.5.1 The Public Social Partnership was launched on 12<sup>th</sup> May 2014 to support families in Helensburgh and Lomond with children from birth to age five including unborn children.

3.5.2 The new service aims to build skills and confidence to ensure families are better able to deal with issues impacting on the wellbeing of their children. The service will also help families to use local community facilities and services more effectively. Practitioners will work with families at home, individually and in groups to help children achieve their potential. The service will focus particularly on engaging hard to reach families not currently engaging with services to help them identify the goals they wish to achieve through initial assessment. In order to meet these goals intensive support will be provided in the home including:

- Joint child/parent play sessions
- Support with routines, such as meals and bedtimes
- Practical help with home making activities, cooking and child safety
- Support to attend immunisations and dental appointments
- Support for parents to cope and feel more confident
- Help with accessing other supports including maximising income through benefits.

3.5.3 As the families reach their goals, the support will become less intensive, helping both families and communities to build assets. Funding is available to expand the PSP work next in the Oban area. The Oban, Lorn and the Isles Executive Group are preparing a proposal for consideration by the PSP Governance Group.

### 3.6 **Launch of the Kintyre Family Pathway**

3.6.1 The Argyll and Bute Family Pathway Pilot was launched in Kintyre on 25<sup>th</sup> April to create coherence in support for children and their families from pre-birth to school entry. The Family Pathway aims to develop consistency with transitions between named persons: Midwife –Health Visitor-Head Teacher. This will ensure the well-being of children and families is maintained and improved using the shared language of GIRFEC and the well- being indicators using an asset based approach with parents rather than identifying deficits. Testing will focus on the use of the well-being indicator tools at each stage along the pathway.

3.6.2 Data will be collected and analysed on all new births from 1<sup>st</sup> May 2014 to the end of June 2015.

#### Data Measurements:

- Increase in the number of families engaged with the Family Pathway
- Impact of the Family Pathway on early identification of need
- Ease of use of the Pathway
- Qualitative dialogue arising from focus groups from each work stream stage involving parents /carers and practitioners.

The pilot project will run in the Campbeltown area as a ‘population segmentation’ area to ‘test’ the Pathway- working with midwives, health visitors and nursery staff. Monthly supervision meetings will take place with the three leads for the project. Data will be evaluated at the end of September (6 month period) to discuss the impact and plan the next steps.



### 3.7 Leadership Walk Rounds

- 3.7.1 The purpose of the Leadership Walk Rounds is to primarily champion the aims of the Collaborative by undertaking visits to centres currently testing small measurable changes- which if successful in improving outcomes on a small scale can be rolled out more widely to achieve a broader impact. There have been six visits to sites by members of the Leadership Group between 25<sup>th</sup> April and 1<sup>st</sup> July

The Leadership Walk Round Calendar has been updated with proposed dates to visit new 'Tests of Change' sites from August 2014 onwards.

### 3.8 Psychology of Parenting Implementation Plan

- 3.8.1 This is an ambitious initiative targeting parents/carers of children with elevated levels of behavioural difficulties by training 16 practitioners to deliver intensive parenting programmes across the authority with the following aims:

- To improve outcomes for children with significant levels of early-onset disruptive behaviour problems
- To increase workforce capacity around evidence-based parenting interventions for such children and their families
- To assist services shift towards preventive early years spending
- To promote effective early years partnership working

#### 3.8.2 Next Steps

Funding has been agreed by Scottish Government through NHS Education for Scotland (NES). We have agreed with NES a Psychology of Parenting Programme (PoPP) Governance Structure and an EYC PoPP Steering Group has been established which will oversee the delivery of the implementation plan.

The Argyll and Bute CPP has appointed a PoPP Co-ordinator who is assisting with the roll out of the training for practitioners and the engagement of targeted parents. The targets have been identified by NES. The culmination of planning, rigorous training and the enthusiasm of practitioners will ensure these programmes will make a sustainable difference in improving longer term outcomes for parents/carers and children.

### 3.9 Summary of PDSA Cycles

- 3.9.1 We are currently carrying out a range of tests of change known as PDSA's (Plan/Do/Study/Act) to meet the stretch aims of the Early Years Collaborative.

PDSA is the short hand used to describe a process of quality improvement. It provides a framework to make changes and measure the impact of those changes.

- 3.9.2 The Project Charter Portfolio contains all the tests of change currently being undertaken in Argyll and Bute CPP. An updated version was uploaded on to a Share Point ICT system on 30<sup>th</sup> May and includes hyperlinks to all of the project charters plus supporting data and email links to all the practitioners and partners involved in the tests.

The EY folder on sharepoint may be accessed through the following link:

[EYC Sharepoint Folder](#)

The project portfolio on Sharepoint may be accessed through the following link:

[EYC Project Portfolio](#)

### 3.10 **Research Project Children 1<sup>st</sup> EYC Funding**

- 3.10.1 Children 1<sup>st</sup> are undertaking a research project to identify the key local agencies in Cowal who could contribute to early identification of a 'just coping' family in order to agree an integrated package of support services based on family need. A range of mapping information, sharing of good practice and effective tools in improving outcomes for children and their families is being gathered to assist with a core data set on just coping children and families to ease requests for assistance and transitions cross services. The draft report will be available in August/ September 2014.

### 3.11 **Nursery Nurse Fyne Homes Bute (EYC Funding)**

- 3.11.1 A Service Level Agreement is being prepared for the provision of a pioneer project involving the employment of a Nursery Nurse to support the objectives of the EYC and to accelerate the conversion of the high level principles set out in GIRFEC and the Early Years Framework into practical actions to support vulnerable just coping families on Bute. The nursery nurse will also support parents to achieve identified goals in respect of their children and promote income maximisation.

### 3.12 **Annual Conference**

- 3.12.1 The Annual EYC Conference will take place on Tuesday 9<sup>th</sup> September. The Guest Speaker will be Dr Suzanne Zeedyk and the topic is Child Attachment.

A recent NHS study revealed 40% of children do not have a secure attachment with parents/ carers. Responsive and sensitive parenting leads to better attachment and will influence how children feel about themselves and how they relate to the outside world. The conference will be open to managers and practitioners across the CPP to help support enhanced attachment.

#### **4 CONCLUSION**

- 4.1 Across Argyll and Bute CPP the key change themes are being developed into packages of interventions for optimal adoption across the EYC in complete alignment with the Early Years Taskforce Framework expectations and the Single Outcome Agreement.

#### **5 IMPLICATIONS**

- 5.1 Policy – None
- 5.2 Financial – None
- 5.3 Legal – None
- 5.4 HR – None
- 5.5 Equalities – None
- 5.6 Risk – Failure to meet the Council’s stretch aims could have implications for the Council’s reputation
- 5.7 Customer Service – will help deliver positive outcomes for children and young people.

**Cleland Sneddon**  
**Executive Director of Community Services**  
**Policy Lead – Cllr Mary Jean Devon**

**For further information please contact:** Liz Strang, Early Years Programme Manager, [liz.strang@argyll-bute.gov.uk](mailto:liz.strang@argyll-bute.gov.uk) or telephone: 01546 604281

#### **APPENDICES**

Appendix 1 – Leadership Driver Diagram

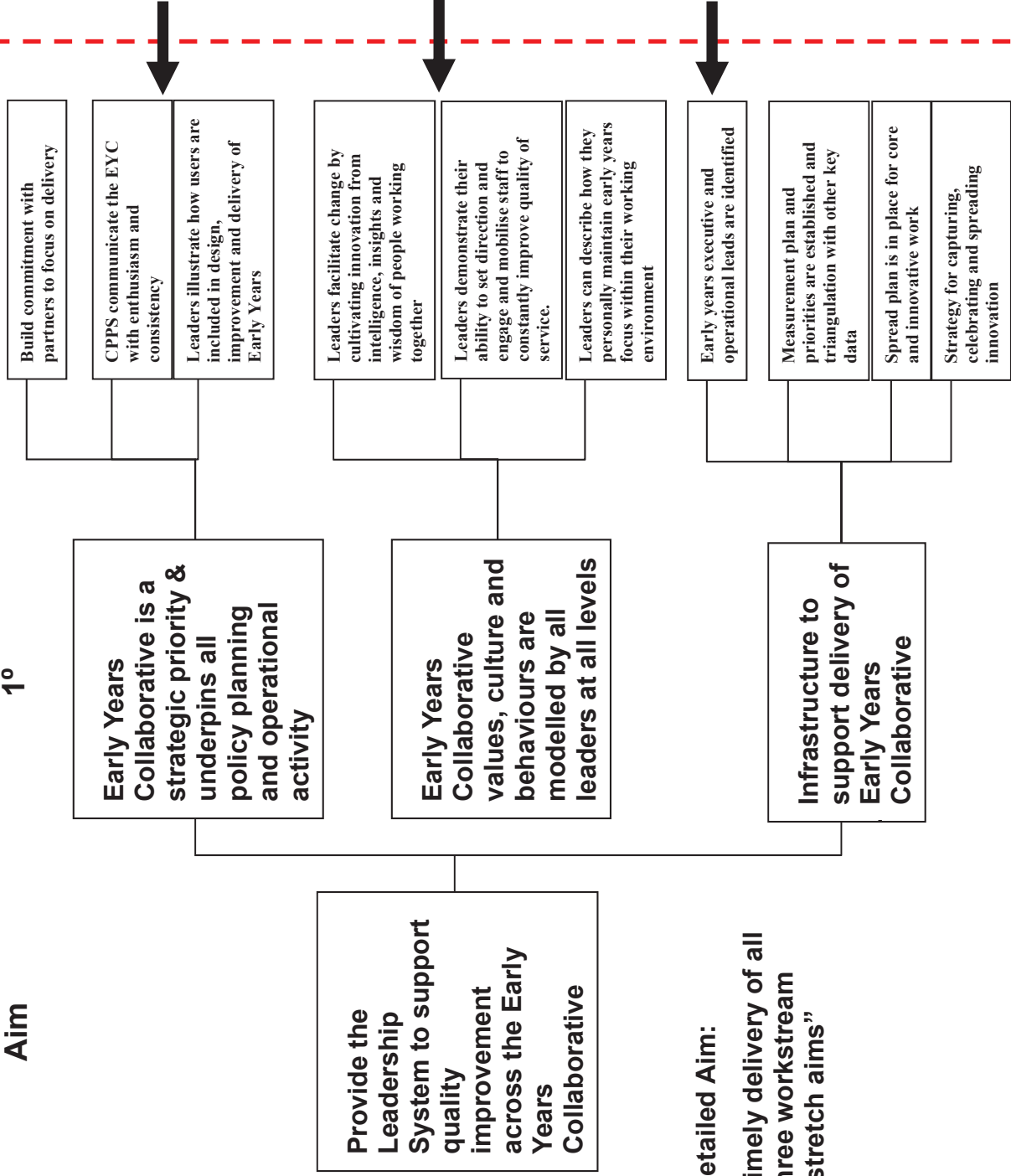
Theory of what drives leadership support

2°

Aim

1°

- Argyll and Bute Actions**
1. Agree EYC priorities and approach to service development.
  2. Agree approach to building on community assets – MAKI research pilot.
  3. Ensure early years & improvement on agendas of senior management/ partnership meeting.
  4. Good operational decision making.
  5. Engage practitioners directly involved in children & family services (incl. testing).
  6. ‘Sense check’ proposed improvements against Early Years Framework & ICSP.
  7. Agree leadership qualities & how to demonstrate these.
  8. Agree approach to workforce skills & development (enabling competent & confident staff who demonstrate culture of EY values and improvement).
  9. Enable adequate and appropriate resources.
  10. Agree approach which ensures practitioners know what is expected and understand performance locally.
  11. Take part in walk-rounds and ensure feedback.
  12. Monitor progress and remove barriers (e.g. assist in decision making/ escalating).
  13. Develop and maintain measurement system.



---

**ARGYLL AND BUTE COUNCIL****Community Services Committee****Children and Families****11<sup>th</sup> September 2014**

---

**Service Review – Children & Families**

---

**1.0 EXECUTIVE SUMMARY**

The Children and Families Service has undergone transformational change over the last 2 years, the service has shown ongoing improvement through inspection. The need for a service review was identified following a negative Child Protection inspection in 2011, the publication of the fatal accident inquiry report in 2012 and the joint children's services inspection in 2013.

In reviewing its model of service delivery a benchmarking exercise was carried out and national performance information was considered. After extensive consultation with staff, elected members and partner agencies three models of service delivery were developed - two locality based models and one model based on specialisms. A locality based model with a new senior manager post was approved by elected members at the Community Services Committee on 8 May 2014. The new model reconfigures the existing posts and job roles, creating an increased number of frontline posts which will ensure social worker's caseloads will be reduced and provides an enhanced service across evening and weekends to vulnerable children, families and young people. There have been some redundancies as a result of this service redesign, the costs of which are outlined within the paper. All redundancies have been achieved within the savings target agreed and in line with Council payback procedures.

The implementation of the Children and Families Service Review is nearing completion and staff are being recruited to the new posts. The new service model moving forward provides a localised service, improved quality assurance and has been achieved within current financial budgets, delivering £480,000 savings across 3 years. This report provides an update for members on the implementation.

The recommendations for this report are as follows:

It is recommended that the Community Services Committee notes the approach being taken by Children and Families to implement the new structure.

## **Service Review – Children & Families**

---

### **2.0 INTRODUCTION**

- 2.1 This report provides an update for elected members on the implementation of the Children and Families Service Review which is nearing completion.

### **3.0 RECOMMENDATIONS**

- 3.1 It is recommended that the Community Services Committee notes the approach being taken by Children and Families to implement the new structure.

### **4.0 DETAIL**

- 4.1 Following a negative Child Protection inspection in 2011 and publication of a Fatal Accident Inquiry in 2012 (relating to an incident from 2009), the Council put in place an improvement plan within the Children and Families Service. The plan introduced new processes, procedures and 5 additional new staff on a temporary basis to build resilience and promote good practice. At this stage, agreement was reached that the configuration of posts would be considered as part of a wider service review of the Children & Families service.
- 4.2 The Children & Families service has undertaken transformational change over the last 2 years. It has achieved improvement across all services confirmed by achieving improved gradings by the national inspection body, the Care Inspectorate. In 2013 a Joint Integrated Children's Service Inspection outlined key strengths and areas for improvement across 9 quality indicators. The service achieved 1 very good, 5 goods and 3 adequate grades. All non-area team services have a grading of good or above and work has been ongoing within the service review to improve the arrangements for assessment and care planning undertaken by the area teams.
- 4.3 The final stage of this transformational change to service delivery is the implementation of the Children & Families Service Review. Benchmarking with comparative local authorities was undertaken and national performance information was considered. This analysis informed the development of 3 models. After consultation with staff, elected members and partner agencies, the service recommended and elected members approved a locality based model which included a new senior manager post. The new model provides a unique model of management - the first to be devised in Scotland and other authorities are keenly waiting to evaluate its success. Adding and reconfiguring posts and budgets has allowed Social Worker's caseloads to be reduced in line with benchmarking comparators and a service offered across evening and weekends to vulnerable children and young people.

- 4.4 The implementation of the review was managed in association with colleagues in HR using the recruitment and selection procedures currently in operation across the council. All existing managers were interviewed for the new posts and nine were successful in securing a post in the new structure, five managers opted for a redundancy package and a very small number are being offered redeployment opportunities. The new appointments are detailed in appendix 1. Four of the existing frontline staff secured promoted posts which, although being very positive in response to the growth and development of staff within the service, present some immediate challenges with vacancies at social worker level. A targeted recruitment campaign will be carried out by the service including adverts in national press and specialist publications.
- 4.5 The revised staffing structure has been critical to the establishment of a new model of service delivery. The new model of service delivery and revised staff structure are key to the delivery of the budgetary savings for the next few years. Although the revised staffing structure is cost neutral it underpins the realisation of savings in other areas of the Children and Families budget. A total saving of £424,000 has been estimated over the next 3 years as a result of the service review. This is the limit for redundancy costs in terms of achieving a 3 year pay back. Five of the staff have chosen to take redundancy at a cost of £331,375. However, there is a possibility that this figure could rise to £376,797 should the remaining staff choose not to take up the redeployment opportunities offered. The redundancy costs can be met within the 3 year payback policy agreed by Council.
- 4.6 To ensure a smooth transition into the new structure and ensure the service continues to offer a high quality service for our users, a number of short term agency staff are being recruited to cover any immediate vacancies. A Risk Register has been developed for the implementation and will be monitored by Children and Families Management Team.
- 4.7 In addition, to meet the aspirations of the service moving forward an extensive training programme has been developed for all staff. This programme will be delivered across Argyll and Bute and will offer ongoing support to the staff and clarity on the roles and responsibilities in the new model. The training programme runs during 2014/15.

## **5.0 CONCLUSION**

- 5.1 The implementation of the Children & Families Service Review is nearing completion. It has taken 18 months to undertake a comprehensive review with extensive consultation with staff, elected members, young people and the Trade Unions. The new model offers localised service, improved quality assurance and has been achieved within current financial budgets
- 5.2 Vacant posts will be filled through a targeted recruitment campaign and the transition to the new structure will be supported by short term agency staff in the interim. A Risk Register has been prepared and will be monitored by the Children and Families Management Team. Staff will be supported in their new roles with regular team meetings and supervision and an extensive training programme has been put in place.

## **6.0 IMPLICATIONS**

- 6.1 Policy – The Service Review offers greater opportunity to deliver on Council statutory responsibilities. It has followed Council policies for redundancy and redeployment.
- 6.2 Financial – The revised staffing structure underpins the realisation of savings in other areas of the Children and Families budget. A total saving of £424,000 has been estimated over the next 3 years as a result of the service review. Five of the staff have chosen to take redundancy at a cost of £331,375. However, there is a possibility that this figure could rise to £376,797 should the remaining staff choose not to take up the redeployment opportunities offered. The redundancy costs can be met within the 3 year payback policy agreed by Council.
- 6.3 Legal - None
- 6.4 HR – Staff were interviewed for ring-fenced posts to allow appropriate skills to be matched to appropriate posts. Five staff have chosen redundancy with a further two staff being offered a redeployment opportunity. A national advert is being processed for remaining vacancies.
- 6.5 Equalities - None
- 6.6 Risk – Additional risk for the service whilst Service Review is being implemented will be managed through close monitoring of the Review Risk Register.
- 6.7 Customer Service – The service review offers improved service to clients and future clients of the service.

**Cleland Sneddon**  
**Executive Director of Community Services**  
**Policy Lead: Councillor Mary Jean Devon**  
31<sup>st</sup> July 2014

**For further information contact:** Louise Long, Head of Service – Children & Families, Kilmory, Lochgilphead. Tel: 01546 604256. E-mail: [louise.long@argyll-bute.gov.uk](mailto:louise.long@argyll-bute.gov.uk)

**APPENDICES:** Appendix 1



Bute & Cowal	Helensburgh	MAKI	OLI	CARM*
Locality Manager x 1	Locality Manager x 1	Locality Manager x 1	Locality Manager x 1	CARO**
2 x Practice Leads (1 vacancy)	2 x Practice Leads (2 vacancies) Temp Team Leader cover	2 Practice Leads (1 vacancy) Temp Team Leader cover	1.75 Practice Leads (0.75 vacancy)	B&C – 1 CARO OLI – 1 CARO H&L – 1 CARO MAKI – 1 vacancy
10.5 Social Workers (4 vacancies)	10.25 Social Workers	7.25 Social Workers	7 Social Workers (1 vacancy)	
3 Social Work Assist	3 Social Work Assist	2 Social Work Assist	2 Social Work Assist	
1.7 Foster & Adoption	1.3 Foster & Adoption	0.5 Foster & Adoption	1.5 Foster & Adoption	
1 EEI Support Worker	1 EEI Support Worker	1 EEI Support Worker	1 EEI Worker	

\*CARM – Care Assessment & Reviewing Manager

\*\*CARO – Care Assessment & Reviewing Officer

Vacancies to be progressed:

Practice Lead x 5: (Mid-Argyll, Dunoon, Oban and Helensburgh x 2)

CARO: MAKI

This page is intentionally left blank

---

**ARGYLL AND BUTE COUNCIL****COMMUNITY SERVICES COMMITTEE****COMMUNITY SERVICES****11 SEPTEMBER 2014**

---

**UPDATE ON THE FINANCIAL CONSEQUENCES ON THE CHILDREN AND YOUNG PEOPLE'S (SCOTLAND) ACT 2014**

---

**1.0 EXECUTIVE SUMMARY**

The Children and Young People's (Scotland) Act 2014 introduces new legislative requirements for early learning and childcare, enshrines elements of the Getting it Right for Every Child (GIRFEC) approach in law, introduced new children's rights and children's service planning, increases the provision of support to those in care and care leavers and introduces free school meals for primary 1 – 3 pupils.

This report provides members with an update on the cost estimates and the allocation of funding to support the proposals introduced within the Act. Since the Bill was first published, officers have been preparing for implementation and quantifying the capital and revenue costs which would be incurred. The Scottish Government has made a commitment to local government to fully fund the agreed additional costs arising from the Children and Young People Act to local authorities. COSLA is negotiating on the distribution methodologies and funding allocations. This report provides members with the latest estimates regarding cost and the confirmed allocations from the Scottish Government. We are still awaiting agreement on the distribution mechanism and confirmation of the capital allocation for the introduction of free school meals for primary 1 – 3 pupils and the capital allocation for the increase to 600 hours childcare for vulnerable 2 year olds. Members should be aware that any aspect of the Act not fully funded on a recurring basis could introduce a potential cost or demand pressure to the Council.

It is recommended that the Community Services Committee:

- a) Note the cost estimates and Scottish Government funding allocations as detailed in appendix 1
- b) Note that the remaining financial consequences of the Act are currently the subject of detailed negotiation between the Scottish Government and COSLA. Any aspect of the act not fully funded on a recurring basis could introduce a cost or demand pressure to the Council.

**UPDATE ON THE FINANCIAL CONSEQUENCES ON THE CHILDREN AND YOUNG PEOPLE'S (SCOTLAND) ACT 2014**

---

**2.0 INTRODUCTION**

2.1 The Children and Young People Bill was introduced to Parliament on 17 April 2013. The Bill was passed by the Scottish Parliament on 19 February 2014, and it received Royal Assent on 27 March 2014, making the Bill an Act of the Scottish Parliament.

2.2 The Act will further the Scottish Government's ambition for Scotland to be the best place to grow up in by putting children and young people at the heart of planning and services and ensuring their rights are respected across the public sector. The Act includes provisions that will:

- From August 2014 increase the amount and flexibility of free Early Learning and Childcare from 475 to a minimum of 600 hours per year for 3 and 4 year olds, and 15% of Scotland's most vulnerable 2 year olds. From August 2015 this will extend to 27% of the most vulnerable 2 year olds;
- Provide Free School Lunches to all children in primary 1–3 by January 2015;
- Ensure better permanence planning for looked after children by giving all 16 year olds in care the right to stay in care until the age of 21 from 2015; extend the support available to young people leaving care up to the age of 25, and support the parenting role of kinship carers;
- Enshrine elements of the Getting it Right for Every Child (GIRFEC) approach in law, ensuring there is a single planning approach for children who need additional support from services, providing a single point of contact for every child and providing a holistic understanding of wellbeing;
- Create new duties in relation to the United Nations Convention on the Rights of the Child and strengthen the Children's Commissioner role; and
- Strengthen existing legislation that affects children, including a number of amendments to the process for school closure proposals under the Schools (Consultation) (Scotland) Act 2010.

2.3 Reconfiguring our services to meet the requirements of the Act will have cost implications for the Council. This report provides members with an update on the cost estimates and the allocation of funding to support delivery.

### **3.0 RECOMMENDATIONS**

3.1 It is recommended that the Community Services Committee:

- a) Note the cost estimates and Scottish Government funding allocations as detailed in appendix 1
- b) Note that the remaining financial consequences of the Act are currently the subject of detailed negotiation between the Scottish Government and COSLA. Any aspect of the act not fully funded on a recurring basis could introduce a cost or demand pressure to the Council.

### **4.0 DETAIL**

- 4.1 The Scottish Government has made a commitment to local government to fully fund the agreed additional costs arising from the Children and Young People Act to local authorities. In the budget announcement in September 2013 it was confirmed that an additional £186 million would be made available to local authorities over the next two years to meet the implementation costs. The distribution methodologies and funding allocations for the capital and revenue costs are being negotiated through COSLA Leaders.
- 4.2 Since the Bill was first published officers have been reviewing existing policies and practice and using this information to estimate both the revenue and capital implications of compliance with the Act, this information has been passed to COSLA. Some aspects of the bill such as calculating the number of 2 year olds from workless households, the future requirements and the increased demand for through care and after care and the uptake of free school meals for primary 1-3 are difficult to accurately predict and as such there is an increased risk of financial uncertainty leading to potential cost pressures associated with the implementation of the Act.
- 4.3 The Scottish Government have announced the funding allocation for Early Learning and Childcare for 3 and 4 year olds including an allocation for looked after 2 year olds, the additional revenue funding for additional 2 year olds from workless households, the revenue funding to expand and develop the early learning and childcare workforce and the revenue funding for the provision of free school meals for primary 1-3. The estimated costs and the confirmed funding allocation are detailed in appendix 1.
- 4.4 The Council is still awaiting confirmation from the Scottish Government on the capital allocation for free school meals for primary 1-3 and the capital allocation for 2 year olds in workless households. The distribution mechanism for 2 year olds is still being negotiated as a proposal to link this to 25% road length and 75% number of 2 years olds in families receiving out of work benefit was rejected at a special meeting of COSLA Leaders on 27 June.
- 4.5 The distribution of the revenue funding for free school meals for primary 1-3 has been calculated from the overall number of primary school pupils not registered for free school meals using the 2014 Healthy Living Survey data. The Scottish

Government is yet to reach agreement with COSLA Leaders on the capital costs.

- 4.7 The Scottish Government have confirmed funding for 2014/15 and 2015/16 within their present budget. Future years' funding will be considered within the context of the budget setting process by Scottish ministers and incorporated in the GAE allocation. This however introduces a degree of financial risk for the Council as this resource will need to be funded on a recurring basis
- 4.8 The costs associated with the extension of entitlement to throughcare and aftercare support are anticipated to be potentially very significant (see appendix 1 to this report). Negotiations on the resource allocation to cover these costs are ongoing through CoSLA

## **5.0 CONCLUSION**

- 5.1 The Children and Young Person (Scotland) Act 2014 will transform services for children, young people and families in Argyll and Bute. The Act will have implications for and present challenges to our Children and Families Social Work, Education and School Meals Services. The services will continue to plan for implementation and monitor closely any demand or cost pressures arising from changes that are not fully funded on a recurring basis.

## **6.0 IMPLICATIONS**

- 6.1 Policy – Policy and guidance notes will continue to be reviewed and developed in preparation for implementation
- 6.2 Financial – the financial distribution and allocation is being negotiated with the Scottish Government by COSLA Leaders. The Council is awaiting confirmation of the settlement for the capital allocation for free school meals for P1-3 and for 600 hours of childcare for 2 year olds in workless households for 2016/17.
- 6.3 Legal – the Children and Young People (Scotland) Act 2014 will impose additional / extended duties with financial implications for the Council
- 6.4 HR – as a result of the implementation planning there may be a requirement for additional staffing
- 6.5 Equalities – equality impact assessments will be considered within the implementation plans
- 6.6 Risk – there is a significant financial risk to the Council from changes that are not fully funded on a recurring basis
- 6.7 Customer Service – preparing and publicising clear guidance for the separate elements of the Act will assist young people and families to better understand the changes within the Act and how these will apply in Argyll and Bute.

Appendix 1

Estimate of Costs Associated with the Implementation of Children and Young People (Scotland) Act 2014

**Cleland Sneddon**  
**Executive Director of Community Services**

**Cllr Mary-Jean Devon**  
**Policy Lead for Children and Families**

28 July 2014

For further information contact: Louise Long, Head of Children and Families  
Email [louise.long@argyll-bute.gov.uk](mailto:louise.long@argyll-bute.gov.uk) tel: 01546 604256

## APPENDIX 1 - ESTIMATE OF COSTS ASSOCIATED WITH IMPLEMENTATION OF CHILDREN AND YOUNG PEOPLE (SCOTLAND) ACT 2014

	Estimated Start Date	2014/15	2015/16	2016/17	2014/15	2015/16	2016/17	2014/15	2015/16	2016/17
Early Learning and Childcare – increase 3 and 4 year-old provision to 600 hours (includes 2 year-old LAC)	2014	903,437	1,271,709	1,271,709	569,000	356,000	tbc			
Scottish Govt Funding for Early Learning and Childcare for 3 and 4 year-olds (including LAC 2 yo allocation)		(842,000)	(1,265,505)	(1,265,305)	(503,000)	(514,814)	tbc			
Early Learning and Childcare – extension to certain 2 year-olds	2014	216,163	451,955	530,202	385,714	771,429	771,429			
Scottish Govt Funding for Early Learning and Childcare for additional 2 year-olds		(158,849)	(465,957)	(465,957)	(846,383)	tbc	tbc			
Scottish Govt Funding for Workforce Development		(37,065)	0	0	0	0	0			
<b>Net Position for Early Learning and Childcare</b>		<b>81,686</b>	<b>(7,798)</b>	<b>70,489</b>	<b>(394,669)</b>	<b>612,615</b>	<b>771,429</b>			
Kinship Care Orders	2015	0	584,000	527,000	0	0	0			
Demand Pressure agreed		0	(584,000)	(527,000)	0	0	0			
<b>Net Position for Kinship Care Orders</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			
Throughcare and Aftercare Support	2015	0	3,268,187	3,268,187	0	0	0			
Demand Pressure agreed		0	(171,000)	(171,000)	0	0	0			
<b>Net Position for Throughcare and Aftercare</b>		<b>0</b>	<b>3,097,187</b>	<b>3,097,187</b>	<b>0</b>	<b>0</b>	<b>0</b>			
Free School Meals	2014	345,375	768,900	768,900	669,000	500,000	0			
Scottish Govt Funding for Free School Meals		(264,000)	(863,000)	(863,000)	tbc	tbc	tbc			
<b>Net Position for Free School Meals</b>		<b>81,375</b>	<b>(94,100)</b>	<b>(94,100)</b>						
<b>Children's Rights</b>	<b>2015</b>	<b>0</b>	<b>93,334</b>	<b>93,334</b>	<b>0</b>	<b>0</b>	<b>0</b>			
<b>Getting it Right for Every Child (GIRFEC)</b>	<b>2016</b>	<b>20,000</b>	<b>38,000</b>	<b>17,000</b>	<b>0</b>	<b>0</b>	<b>0</b>			
<b>Overall Net Position</b>		<b>183,061</b>	<b>3,126,623</b>	<b>3,183,910</b>	<b>tbc</b>	<b>tbc</b>	<b>tbc</b>			

In relation to the revenue budget implications a shortfall in funding is estimated for 2014/15 at £183,061 and this will be carefully monitored through budget monitoring. For 2015/16 and 2016/17 the overall net cost estimated at £3,126,623 and £3,183,910 is slightly less than the estimated cost on throughcare and aftercare which there is a Scottish Government commitment to fund. The extent to which these net costs materialise is really dependent on the level of Scottish Government funding.



The capital cost implications in net terms still remain unclear. Whilst initial costs have been estimated by the Council the Scottish Government funding has still to be agreed and confirmed for most aspects of capital. Estimated capital costs are significant £1,627,714 (2014/15), £1,627,429 (2015/16) and still to be estimated for 2016/17. Capital funding has only been awarded so far for some aspects so the financial implications for the Council are largely dependent on the COSLA and Scottish Government finalising the levels of funding and basis of distribution.

### Assumptions

Due to the level of uncertainty surrounding the impact of the individual elements of the Bill, the above figures are underpinned by a number of assumptions. Key assumptions are:

- 1 Calculations based on current workless households ( adjusted for 70% take-up)  
 Estimated take-up of places 2015/16 (when service is expanded to those eligible for free school meals) is based on assumption that current numbers are 15% of population and this increasing to 27%  
 Assumed that capacity in local authority units would be built up over a number of years as capital works are completed, with approx. 40% being supported in LA units by 2017/18  
 Assumption that 75% of affected LA units would require adaptations. Outline costings provided by Design team.
- 2 Increase in service demand has been estimated at 40%. This increase has been applied to the likely number of care leavers at February 2014.  
 Client base is mixed, low cost to high cost, depending on specific package requirements. Average cost per package x potential / eligible clients.  
 There is a commitment for Scottish Government to fund this but details of funding have still to be agreed so the full cost is shown at this stage.
- 3 Client base moving to fostering rates and estimated additional support
- 4 It is assumed that revenue funding is base lined into the financial settlement and continues until 2016/17. If this were not to be the then the net position would be a much higher funding gap.

This page is intentionally left blank

---

**RESHAPING CARE FOR OLDER PEOPLE: CHANGE FUND**

---

**1. EXECUTIVE SUMMARY**

1.1 The purpose of the report is to provide a summary and update on the investment of the Change Fund revenue in Argyll and Bute and to confirm the timescale and process for when recurring funds will/will not be allocated to existing services from April 2015 when the fund ends.

1.2 The Argyll & Bute Partnership was allocated a revenue budget of £1,710,000. Of this, spend is as follows for the period of the Change Fund:

- Recurring: £902k
- Non- recurring: £778k
- Unallocated: £30k

1.3 The Committee is asked to note the content of the report and that decisions relating to the future recurring funds from 1<sup>st</sup> April 2015 will be made by the Partnership during September/October 2014

**RESHAPING CARE FOR OLDER PEOPLE: CHANGE FUND**

---

**2. INTRODUCTION**

- 2.1 The principal policy goal of the Reshaping Care for Older People programme is to optimise independence and wellbeing for older people at home or in a homely setting. The implications of the current financial situation and demographic changes make this a challenging task, as an increasing number of people will require improved services, care and support.
- 2.2 The Scottish Government established the Change Fund for older people's services to enable health, social care, housing, Independent and third sector Partners to implement local plans for making better use of their combined resources to improve outcomes for older people. All 32 Partnerships agreed local Change Plans and received their allocations of the £70m Change Fund available for 2011/12. Partnerships are making progress in implementing their Change Plans and are developing organisational capacity for joint commissioning as well as engaging stakeholders and supporting and evaluating local changes.
- 2.3 Following the 2012 Spending Review, Ministers announced that an £80m Health and Social Care Change Fund will be available for Partnerships in 2012/13, with £80m committed for 2013/14 and £70m for 2014/15, to drive the development of services that optimise the independence and wellbeing for older people at home or in a homely setting. Partners should use this Fund to change the way the total resource - approximately £4.5 billion per year (figures from 2008-09) - is spent on Health and Social Care provision for people aged over 65 years. They should have a clear strategy to invest upstream in anticipatory and preventative approaches that will help to both manage demand for formal care, and support careers when older people are at home.

**3. RECOMMENDATIONS**

- 3.1 It is recommended that the Community Services Committee:
- a) note the content of the report
  - b) note that decisions relating to the future recurring funds from 1<sup>st</sup> April 2015 will be made by the Partnership during September/October 2014

**4. DETAIL**

4.1 The Argyll & Bute Partnership was allocated a revenue budget of £1,710,000 per annum for 3 years. Of this, spend is as follows for the period of the change fund (see detail in budget sheet appendix 1):

- Recurring: £902k
- Non- recurring: £778k
- Unallocated: £30k

4.2. The Reshaping Care Partnership's Finance and Performance sub-group will evaluate and decide during October 2014 which services will receive recurring funding from 1<sup>st</sup> April 2015 on the basis of the impact and performance of the service provided. Appendix 3 sets out the adopted framework to be used to assist in this evaluation.

4.3 The Scottish Government identified four areas for investment:

1. Prevention and Anticipatory Care
2. Proactive Care and Support at Home
3. Effective Care at Times of Transition
4. Hospital and Care Homes

Further detail on the Priority Areas of work within these work streams is detailed in appendix 2.

4.4 2014/15 is the final year of the Change Fund. Both partners have already planned that they will meet the recurring future investments from 2015/16 via an equal share of revenue. The Council share, £451k, has been removed from the commissioned care home budget for older people during the last three financial years arising from changes in the balance of care. The CHP has identified £256k from bed reductions [in Rothesay and Campbeltown] and is seeking to address the balance of £195k which remains to be identified.

4.5 Over the last three years of Change Fund investment we have seen a shift in resource allocation to preventative and anticipatory models of care, dementia care and carer support. In doing so, the Balance of Care has continued to move in favour of care at home and it has also been used as a lever to attract external funding to support community resilience, many of which are volunteer led, with over 800 people involved at various levels of services co-produced with them.

## 5. CONCLUSION

- 5.1 The principal policy goal linked to the Change Fund and the Reshaping Care for Older People Programme is to optimise independence and wellbeing for older people at home or in a homely setting while recognising the requirement to develop services that are sustainable in response to the implications of the current financial situation and the projected demographic changes for the working and older person's population.

## 6. IMPLICATIONS

- 6.1 Policy: Consistent with national Reshaping Care for Older People.
- 6.2 Financial: Potential for £902k recurring funding of services of which the Council will provide half. The £451k has been ring fenced from within existing older people budgets over the last 3 financial years.
- 6.3 Legal: None
- 6.4 HR: None
- 6.5 Equalities: None
- 6.6 Risk: While the Change Fund investment assists in implementing the agreed model of care there remains constant risks due to financial pressures and demographic growth which will challenge the overall success of the programme.
- 6.7 Customer Service: Develop services that assist with the promotion of care at home via early intervention from statutory and non-statutory services.

**Cleland Sneddon**  
**Executive Director of Community Services**

**Cllr Douglas Philand**  
**Policy Lead**

**8<sup>th</sup> July 2014**

**For further information contact:**

**Jim Robb**  
**Head of Adult Care**

## **APPENDICES**

Appendix 1 RCOP Change Fund 2014/15 Budget

Appendix 2 Argyll & Bute Partnership for Reshaping Care for Older People (RCOP)  
- Reporting, Accountability and Key Relationships

Appendix 3 Evaluation of Change Fund Investment

## Appendix 1

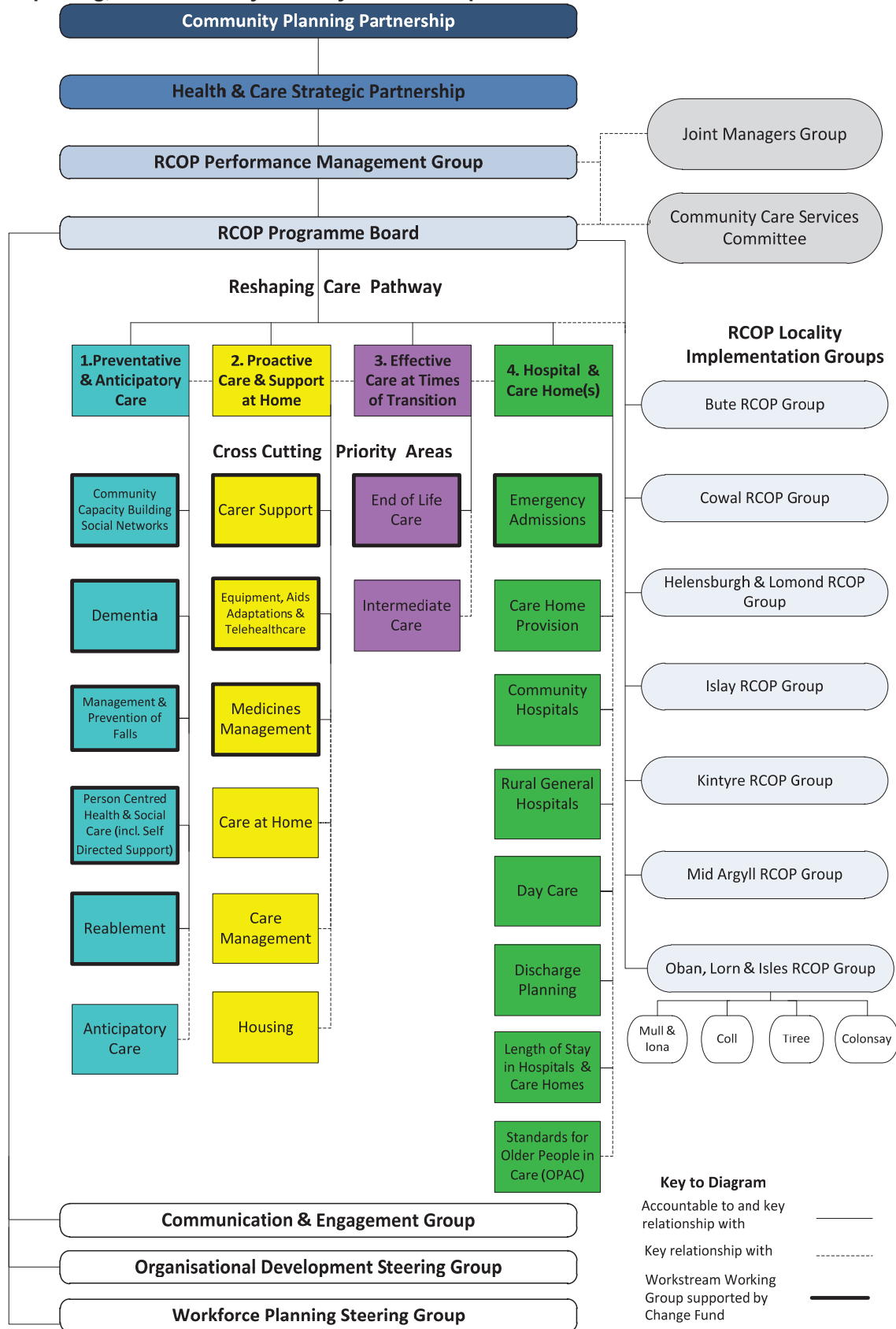
<b>RCOP Change Fund 2014/15 Budget</b>		<b>Available funding £1,710,000</b>				Updated : 15 May 2014	
<b>Workstream</b>	<b>Budget</b>	<b>Sub-budget</b>	<b>Lead Officer</b>	<b>Budget Code</b>	<b>Recurring</b>	<b>Non-Recurring</b>	<b>Annual Budget</b>
						£'000	£'000
	RCOP General	Project Management	Pat Tyrrell	HAW200	0	36	36
	RCOP General	Overnight Care Teams on Mull & Islay	Peter McLaren	HAW200	156	(72)	84
	RCOP General	Scottish Care Development Officer	Pat Tyrrell	HAW200	0	59	59
1	Falls Prevention	Main Project	Mary Wilson	HAW201	10	39	49
2	Medicines Management	NHS staff	Fiona Thomson	HAW202	56	0	56
3	Reablement	Main Project	Christina West	HAW203	10	19	29
4	Organisational Development	OD Facilitation	Fiona Sharples	HAW204	0	50	50
5	Organisational Development	Person Centred Care : Developing the Coaches	Pat Tyrrell	HAW204	0	20	20
5	Equipment, Adaptations and Telehealthcare	Telehealth	Maggie Clark	HAW205	40	33	73
5	Equipment, Adaptations and Telehealthcare	Care and Repair/Equipment Service	Peter McLaren	HAW205	80	0	80
5	Equipment, Adaptations and Telehealthcare	Equipment Service (equipment purchases)	Peter McLaren	HAW205	100	0	100
6	Palliative and End of Life Care	Marie Curie Contract	Pat Tyrrell	HAW206	50	0	50
7	Community Resilience	Staffing	Pat Tyrrell	HAW207	0	187	187
8	Carers	Locality Allocations (4 x £50k)	Peter McLaren	HAW208	200	0	200
8	Carers	Staffing and other costs eg respite	Peter McLaren	HAW208	0	100	100
9	Dementia	Alzheimers Scotland	Peter McLaren	HAW209	200	0	200
9	Dementia	Promoting Excellence	Peter McLaren	HAW209	0	70	70
12	Model of Care	Releasing Time to Care Facilitator	Peter McLaren	HAW212	0	37	37
12	Model of Care	Anticipatory Care Planning/Case Management/Virtual Ward	Pat Tyrrell	HAW212	0	35	35
13	Model of Care	Single Point of Access	Pat Tyrrell	HAW212	0	45	45
13	Model of Care - Locality Allocation	Helensburgh			0	30	30
14	Model of Care - Locality Allocation	Cowal & Bute			0	30	30
15	Model of Care - Locality Allocation	Oban Lorn & Isles			0	30	30
16	Model of Care - Locality Allocation	Mid Argyll			0	30	30
					<b>902</b>	<b>778</b>	<b>1,680</b>
<b>Review recurring commitments @ Sept Performance Management meeting</b>							
					Committed =		1,680
					Uncommitted =		30
							<b>1,710</b>





Appendix 2

**Argyll & Bute Partnership for Reshaping Care for Older People (RCOP)  
Reporting, Accountability and Key Relationships**



Appendix 3

**Evaluation of Change Fund Investment**

*Evaluation Framework:* The main principles of Reshaping Care are set out as:

- promoting and delivering a seamless service of care to the individual resulting in fewer avoidable emergency admissions to acute care and no delayed discharges
- Services are developed and delivered with people as partners in their own care and supported to make their own decisions;
- and are flexible enough to be able to be responsive to the unique and changing circumstances of someone's life, removing any barriers which might exist;
- are delivered at or as close to the person's own home as possible;
- ensure staff and partners have or develop the skills necessary to deliver new ways of working;
- take a preventative or early intervention approach and reduce the need for crisis interventions;
- promote and deliver a seamless service of care to the individual resulting in fewer avoidable emergency admissions to acute care and no delayed discharges
- place people firmly at the centre of the services they receive

*Preparation Required:* In advance it would be helpful if you can set out the extent to which your Change Funded service/ project adheres to the main principles and outcomes for your workstream.

It is important that you are able to provide the Performance Management Group with data to support your position in terms of for example:

- the number of older people who have been diverted away from hospital admission and care home admission or supported through early discharge
- number of individuals supported by your service / project
- how your service's involvement is supporting older people at home for longer
- how your service is bringing efficiencies to the broader system of care
- how the unit cost of your service , however you wish to define, it is clearly value for money
- feedback from those who use the service on any of the changes which have been initiated

## RCOP Performance Management Group

## Workstream Reports

<b>Workstream Title</b>	
<b>Name of Lead Organisation and Contact Person</b>	
<b>Contact Person's Phone Number</b>	
<b>Contact Person's Email address</b>	
<b>Description of Workstream</b>	
<b>Please identify how your workstream adheres to the following principles of RCOP</b>	
Promoting and delivering a seamless service of care to the individual resulting in fewer avoidable emergency admissions to acute care and no delayed discharges	
Services are developed and delivered with people as partners in their own care and supported to make their own decisions	
Flexible enough to be able to be responsive to the unique and changing circumstances of someone's life, removing any barriers which might exist	
Services are delivered at or as close to the person's own home as possible	
Services ensure staff and partners have or develop the skills necessary to deliver new ways of working;	
Services take a preventative or early intervention approach and reduce the need for crisis interventions;	
Services promote and deliver a seamless service of care to the individual resulting in fewer	

avoidable emergency admissions to acute care and no delayed discharges	
Services place people firmly at the centre of the services they receive	
Services support carers to maintain healthy, active, independent and happy lives	
<b>Please list the Output/Outcome Measures for your workstream</b>	
<b>Please include/attach the performance data which you currently have available as evidence of the impact of your workstream on the outputs/outcomes</b>	
<b>Please identify the Change Fund budget that has been allocated and how this spend is broken down</b>	
<b>Please include additional funding that has supported this workstream</b>	
<b>Income from Change Fund which is requested for 2014-2015</b>	
<b>Please include any other relevant information here</b>	

---

**ARGYLL AND BUTE COUNCIL****COMMUNITY SERVICES COMMITTEE****COMMUNITY SERVICES****11 SEPTEMBER 2014**

---

---

**RESIDENTIAL CARE PLACEMENTS – CONTRACTUAL ARRANGEMENTS**

---

**1.0 EXECUTIVE SUMMARY**

- 1.1 The purpose of this report is to provide an overview of the current national residential care commissioning and procurement arrangements available to the Council. This covers care groups supported by both Adult and Children and Families Services. Changes in the membership of CoSLA and indications by other members that they may wish to conduct direct contract negotiations with providers has prompted consideration of the future of national care contracts and joint care procurement arrangements in general. The paper considers these risks and indicates the options that may be pursued by the Council if these risks are realised.
- 1.2 The Report recommends that the Community Services Committee:
- a) note the information contained in the report relating to the procurement of care services through national framework contracts
  - b) support retention of the National Care Home Contract (NCHC) model, as the preferred option, for future commissioning of older people's residential and nursing care.
  - c) If the option of the NCHC is not available, the Council should consider options for collaborative commissioning with other bodies.
  - d) agree the Council should continue to utilise existing Scotland Excel national agreements wherever possible.
  - e) agree the Council should continue to support the development of Scotland Excel's additional national framework agreements.

**RESIDENTIAL CARE PLACEMENTS – CONTRACTUAL ARRANGEMENTS**

---

**2.0 INTRODUCTION**

2.1 Social Work Services have a requirement to commission residential care services for a range of care groups, across both adults and children and families services. Given the specialist nature of some services, many are located out with the Council area and provided by the third and independent sectors.

The Procurement and Commissioning Team facilitate this commissioning through a range of formal, contractual arrangements. A number of the national level contracts are facilitated through joint contract negotiation by CoSLA on behalf of all local authorities or through Scotland Excel.

Changes in the membership of CoSLA and indications by other members that they may wish to conduct direct contract negotiations with providers has provided for a consideration on the future of national care contracts and joint care procurement arrangements in general.

**3.0 RECOMMENDATIONS**

It is recommended that the Community Services Committee:

- a) note the information contained in the report relating to the procurement of care services through national framework contracts
- b) support retention of the National Care Home Contract (NCHC) model, as the preferred option, for future commissioning of older peoples residential and nursing care.
- c) If the option of the NCHC is not available, the Council should consider options for collaborative commissioning with other bodies.
- d) agree the Council should continue to utilise existing Scotland Excel national agreements wherever possible.
- e) agree the Council should continue to support the development of Scotland Excel's additional national framework agreements.

**4.0 DETAIL**

4.1 With the exception of older people, Argyll and Bute, as a relatively small council, does not generate sufficient demand for residential care, from other client

groups, to attract service providers to the area. As a result, there are only a small number of residential care providers offering a service to other client groups. For the same reason there are no specialist residential care providers.

#### 4.2 National Care Home Contract (NCHC)

There are currently 15 private older person's care homes in Argyll and Bute, run by 13 operators. Since 2006/07 Scottish Councils have used the National Care Home Contract (NCHC) to make placements in independent care homes. The contract was negotiated, jointly, between CoSLA and Scottish Care, the representative body for independent operators.

The NCHC has worked well, in Argyll and Bute, for both the Council and care home operators; promoting genuine partnership working and bringing greater stability to the sector. However, the present situation within Cosla means that there is a risk of the national framework folding and an alternative means of contracting may be required in advance of April 2015.

#### 4.3 If the NCHC was to fold all Councils would be in the same position; as such we would have 2 options.

1. Go it alone
2. Collaborate with one or more authorities.

##### 1. Go it alone:

If Argyll and Bute Council were to make our own arrangements, it would make sense to retain the NCHC template rather than start from scratch. Given the good relationship with the majority of our operators, it isn't expected that there would be resistance to this. However, there is always the possibility that one or more of them may exploit this opportunity to seek more beneficial terms. Another unknown factor is the response from Scottish Care. Scottish Care members might, individually or collectively support members' ambitions for radical change. Rejection, of a single negotiated agreement for all operators, would have significant resource implications for the Council's Commissioning Service in terms of conducting 13 separate negotiations. The major risk, in this situation, could be a period of instability within the local market.

Worst case scenario could entail an impasse, where one or more operators decline new placements or require relocation of existing residents, unless their demands are met. If only for purely financial reasons and self-preservation, it is unlikely that the providers in Argyll & Bute would take such a position.

##### 2. Collaborate with one or more authorities.

The most favoured response, indicated by the Commissioning Teams nationally, will be for Councils to create new collaborative agreements; again, based on the NCHC. The Council's most obvious options, locally, would be Inverclyde, Highland and West Dunbartonshire Councils however, indications are that the vast majority of Councils would want something nearer a national framework organised via Scotland Excel.

- 4.4 The Council has, previously, supported the development of various other national framework agreements, including residential care for other client groups. This has brought benefits in terms of standardising contractual terms, conditions, management and monitoring for a wide range of providers, supporting a variety of client groups. Access to these national agreements augments the Council's own commissioning and contracting activity.

The CoSLA National Care Home Contract above is one example, with Scotland Excel's Children's Secure Care being another.

Details of the contractual arrangements for other externally commissioned residential care, by client group are provided in the Appendices to this report. Any decisions by local authorities to secede from these national framework arrangements would provide the same challenges for the Council as outlined for the NCHC.

## **5.0 CONCLUSION**

- 5.1 At this time there is no clarity as to whether the NCHC framework contract negotiated via CoSLA will terminate. Service Access, to existing national frameworks, has been beneficial to the Council. Discussions at national forums would indicate there continues to be an appetite for local authorities working together on joint commissioning and procurement of services across most of the authority areas. The Council's Commissioning have indicated that local, regional or national arrangements can be introduced but each would have a differing level of risk and require a differing level of resource to administer.

## **6.0 IMPLICATIONS**

- 6.1 Policy: continuation of the Council's previous position
- 6.2 Financial: Possibility of efficiencies from collaborative commissioning however there are financial risks associated with the termination of national level care contracts
- 6.3 Legal: All commissioning arrangements will be in compliance with relevant procurement legislation and regulation.
- 6.4 HR: None
- 6.5 Equalities: None
- 6.6 Risk: There are financial, legal and operational risks associated with the potential termination of national care contract arrangements.
- 6.7 Customer Service: None

**Cleland Sneddon**  
**Executive Director of Community Services**



**Policy Lead: Councillor Douglas Philand**

**For further information contact:**

**Mark Johnson  
Performance Improvement Officer**

**Email: [mark.johnson@argyll-bute.gov.uk](mailto:mark.johnson@argyll-bute.gov.uk)**

**Tel: 01436 658829**

## **APPENDICES**

Appendix 1: Breakdown of Social Work Services Residential Care Placements

## Appendix 1: Breakdown of Social Work Services Residential Care Placements

CLIENT GROUP	PLACEMENTS	FEE RANGE	CONTRACT
OLDER PEOPLE RESIDENTIAL/NURSING CARE (ABC)	263	£400 - £590 pw	NHC/Individual Placement Contract (INDIVIDUAL PLACEMENT CONTRACT)
OLDER PEOPLE RESIDENTIAL/NURSING CARE (EXTERNAL)	74	£400 - £590 pw	NHC/Individual Placement Contract (INDIVIDUAL PLACEMENT CONTRACT)
ADULT LEARNING DISABILITY (ABC)	1	£1575 pw	ABC Pre placement contract & (INDIVIDUAL PLACEMENT CONTRACT)
ADULT LEARNING DISABILITY (EXTERNAL)	33	£900 - £1400 pw	ABC Pre placement contract & (INDIVIDUAL PLACEMENT CONTRACT)
ADULT PHYSICAL DISABILITY (ABC)	0	N/A	N/A
ADULT PHYSICAL DISABILITY EXTERNAL	2	£900 - £1400 pw	ABC Pre placement contract & (INDIVIDUAL PLACEMENT CONTRACT)

CLIENT GROUP	PLACEMENTS	FEE RANGE	CONTRACT
ADULT MENTAL HEALTH (ABC)	1	£500 pw	ABC Pre placement contract & INDIVIDUAL PLACEMENT CONTRACT
ADULT MENTAL HEALTH (EXTERNAL)	1	£2300 pw	ABC Pre placement contract & INDIVIDUAL PLACEMENT CONTRACT
CHILDREN & FAMILIES SOCIAL, EMOTIONAL, BEHAVIOURAL, (ABC)	N/A	N/A	N/A
CHILDREN & FAMILIES SOCIAL, EMOTIONAL, BEHAVIOURAL, (EXTERNAL)	7	£2000 - £5000 pw	ABC Pre placement contract & (INDIVIDUAL PLACEMENT CONTRACT)
CHILDREN & FAMILIES CHILDREN AFFECTED BY DISABILITY, (ABC)	N/A	N/A	N/A
CHILDREN & FAMILIES CHILDREN AFFECTED BY DISABILITY, (EXTERNAL)	8	£1200 - £3500 pw	ABC Pre placement contract & INDIVIDUAL PLACEMENT CONTRACT

This page is intentionally left blank

---

**ARGYLL AND BUTE COUNCIL****COMMUNITY SERVICES COMMITTEE****COMMUNITY SERVICES****11 SEPTEMBER 2014**

---

**INTEGRATION HEALTH & SOCIAL CARE**

---

**1.0 EXECUTIVE SUMMARY**

- 1.1 An initial report relating to Integration was presented to full Council on 20th March and to NHS Highland Board on 1st April 2014. The report made a number of key recommendations in relation to the preferred model of integration and set out additional recommendations in relation to the creation of a shadow integration board, appointment of a Chief Officer and requesting the identification of 4 Elected Members to sit on Shadow Integration Board in line with the requirements of the legislation.
- 1.2 There have been two Council Elected Members seminars and NHS Board development sessions in relation to integration to date. These seminars and development days provided background information in relation to the integration agenda by setting national issues within a local context, providing information on progress to date.
- 1.3 The Council has confirmed Adult Services and Children and Families Social Work Services will be delegated to the new partnership arrangements.
- 1.4 NHS Highland has confirmed all NHS Services in Argyll and Bute (planning, delivery and commissioned services) will be delegated to the new partnership arrangements.
- 1.5 The proposed budget for the new Health and Social Care Partnership includes circa £160 million Health Board and circa £50 million Council funding. The final pooled budget will be agreed and confirmed prior to 1st April 2015.
- 1.6 The Scottish Government has recently published two consultation documents relating to the regulations and guidance associated with Public Bodies (Joint Working) (Scotland) Act 2014.

**RECOMMENDATIONS**

It is recommended that the Community Services Committee note that:

- 1.7 Argyll and Bute Council and NHS Highland have agreed the scope of services to be delegated to the new Health and Social Care Partnership at their respective Council and Board meetings in June 2014.
- 1.8 the first meeting of the Shadow Integration Board is scheduled for the 10<sup>th</sup> September 2014.

- 1.9 a Programme Board and Joint Project Team to deliver the work required to meet the statutory requirements of the Public Bodies(Joint Working) (Scotland) Act 2014 has been formed.
- 1.10 the progress being made to recruit a Chief Officer in line with the statutory requirements of the Act.
- 1.11 the requirement to produce an Integration Scheme in line with the statutory regulations and guidance from Scottish Government. The Integration Scheme must be signed off by the Government before 1<sup>st</sup> April 2015.

---

**INTEGRATION HEALTH & SOCIAL CARE**

---

**2. INTRODUCTION**

- 2.1 An initial report relating to Integration was presented to full Council on 20<sup>th</sup> March and to NHS Highland Board on 1<sup>st</sup> April 2014. The report made a number of key recommendations in relation to the preferred model of integration and set out additional recommendations in relation to the creation of a shadow integration board, appointment of a Chief Officer and requesting the identification of 4 Elected Members to sit on Shadow Integration Board in line with the requirements of the legislation.
- 2.2 Argyll and Bute Council and NHS Highland are actively planning for the implementation of new arrangements to meet statutory duties and responsibilities that will shape the future delivery of Health and Social Care in Argyll and Bute as outlined within the Public Bodies (Joint Working) (Scotland) Act. This legislation places a duty on Local Authorities and NHS Boards to develop defined arrangements for the integration of Health and Social Care services in their area.
- 2.3 There have been two Council Elected Members seminars and NHS Board development sessions in relation to integration to date. These seminars and development days provided background information in relation to the integration agenda by setting national issues within a local context, providing information on progress to date.
- 2.4 The Scottish Government are encouraging partnerships to make progress with new partnership arrangements ahead of the statutory timescale of 1<sup>st</sup> April 2016. The partnership in Argyll and Bute is working towards integration by 1 April 2015.
- 2.5 The Scottish Government has recently published two consultation documents regarding the regulations and guidance relating to the new legislation. The draft regulations on which the consultation is based may be accessed through the consultation section of the Scottish Government website ([www.scotland.gov.uk/](http://www.scotland.gov.uk/)).

**3. RECOMMENDATIONS**

It is recommended that the Community Services Committee note that:

- 3.1 Argyll and Bute Council and NHS Highland have agreed the scope of services to be delegated to the new Health and Social Care Partnership at their respective Council and Board meetings in June 2014.

- 3.2 The first meeting of the Shadow Integration Board is scheduled for the 10<sup>th</sup> September 2014.
- 3.3 A Programme Board and Joint Project Team has been formed to deliver the work required to meet the statutory requirements of the Public Bodies (Joint Working) (Scotland) Act 2014.
- 3.4 The progress being made to recruit a Chief Officer in line with the statutory requirements of the Act.
- 3.5 The requirement to produce an Integration Scheme in line with the statutory regulations and guidance from Scottish Government. The Integration Scheme must be signed off by the Government before 1<sup>st</sup> April 2015.

#### **4. DETAILS**

- 4.1 Argyll and Bute Council and NHS Highland have agreed the model of partnership as Body Corporate at their respective Council and Board meetings in March and April 2014. A Programme Board has been set up and is populated by senior managers from the Council and NHS Highland which includes the Chief Executives of the Council and NHS Highland, the Leader of the Council and Chairman of NHS Highland Board.
- 4.2 The Programme Board have been meeting regularly to oversee the work of a joint project team charged with taking forward the preparatory work to deliver the new Health and Social Care Partnership. The project team are currently working on 11 work streams covering specific areas which include HR, Finance, Performance, Quality, Operations, OD, Property, Commissioning, IT, Communication and Support Services.
- 4.3 The scope of services to be delegated to the new Health and Social Care Partnership was endorsed by the Council and NHS Highland at their respective meetings in June 2014.
- 4.4 All NHS services in Argyll and Bute (planning, delivery, and commissioned services) as well as Adults and Children's Social Work Services of Argyll and Bute Council will be delegated to the new partnership arrangements. This equates to a potential budget of circa £160 million from the NHS while the Council's budget equates to circa £50 million. Following the review of Community Justice Services, the Scottish Government has confirmed the intention to delegate the services to CPPs and work will be undertaken to map out how these services articulate with the new Health and Social Care Partnerships in operational and governance terms. Community Justice Services are however expected to transfer operationally as part of Children and Families Social Work Services and a separate paper will be prepared for members on this issue.
- 4.5 A Shadow Integration Board will meet for the first time in September to oversee the recruitment of the Chief Officer post and start to ensure the work of the Programme Board and joint project team produces the outputs required to set up the new partnership arrangements. The Shadow Integration Board will not have any legal powers until the 1<sup>st</sup> April 2015 which is in line with the regulations and guidance associated with the Act. The Council Leader has confirmed the Council representatives on the Shadow Integration Board will be Councillor Douglas Philand; Councillor Mary Jean Devon; Councillor Elaine



Robertson and Councillor Anne Horn.

- 4.6 Preparation for the recruitment of a Chief Officer has now been completed and the national advert for the post will go live in late August 2014. A recruitment and selection process has been agreed by the Council and NHS Highland which will ensure a robust process is in place to identify a suitable candidate. The provisional date for interviews of potential candidates is early October 2014.
- 4.7 The joint project team are now actively involved in activities across 11 work streams as indicated in 3.2 of this report. One of the main statutory requirements contained within the Regulations is the requirement to produce an Integration Scheme which details the arrangements that will be put in place to meet the statutory requirements of the legislation.
- 4.8 A national Integration Scheme has been devised by Government and Partnerships across Scotland are advised to use the draft Scheme to ensure compliance with the requirements of the Regulations.

## 5.0 CONCLUSIONS

- 5.1 Argyll and Bute Council and NHS Highland are working towards the implementation of a new Health and Social Care Partnership which will deliver improved outcomes and more integrated services for people across Argyll and Bute. The Partnership needs to meet new duties and responsibilities as detailed in the Public Bodies (Joint Working) (Scotland) Act 2014 Regulations and Guidance.

## 6.0 IMPLICATIONS

<i>Policy:</i>	In line with Scottish Government Legislation to improve health and social care outcomes for customers.
<i>Financial:</i>	The move to pooled budgets will be set down in legislation. The decision re scope will require delegation of circa £50 million in respect of Adult and Children and Families social work services.
<i>Legal:</i>	To meet the requirements of the Public Bodies (Joint Working) (Scotland) Act 2014.
<i>Personnel:</i>	Implications for future organisational development joint planning activity going forward.
<i>Equal Opportunities:</i>	Process will follow regulations and guidance
<i>Risk:</i>	The Council are required to meet new statutory measures under the Public Bodies (Joint Working) (Scotland) Act 2014

*Customers:*

Improved outcomes for customers sits at the heart of this Scottish Government legislation.

4 August 2014

**Policy Leads Councillor Dougie Philand / Councillor Mary Jean Devon**

**Executive Director Community Services Cleland Sneddon**

**For further information contact:**

Allen Stevenson  
Joint Project Manager-Integration  
Tel: 01369 708513

---

**ARGYLL AND BUTE COUNCIL****COMMUNITY SERVICE  
COMMITTEE****COMMUNITY SERVICES****11 SEPTEMBER 2014**

---

**Public Protection Report**

---

**1 SUMMARY**

- 1.1 The Care Inspectorate has reported to the Scottish Government Ministers on the effectiveness of child protection and adult protection arrangements across Scotland. Adult and Child protection committees submitted a position statement and supporting evidence. The Care Inspectorate also analysed inspections and data information to produce a statement position for Argyll and Bute. The report is a positive reflection of the public protection services in Argyll and Bute.

**2 RECOMMENDATION**

- 2.1 Note content of report.
- 2.2 Agree report to be distributed through Child Protection Committee and Adult Protection Committee structures.
- 2.3 Note the report has been considered by the Community Planning Partnership Management Committee at its meeting of 19<sup>th</sup> August 2014.

**3 DETAIL**

- 3.1 The Care Inspectorate were asked to report to Scottish Ministers on the effectiveness of child and adult protection arrangements across Scotland. The report was developed by;
- reviewing a position statement from Argyll and Bute
  - Inspection activity
  - A review of relevant local and national data
  - A meeting with senior managers

The report outlines governance arrangements and partnership structures in Argyll and Bute. It highlights a positive joint inspection of the children service in 2013 and actions to be taken forward. It recognises that Argyll and Bute have a strong partnership working and

is committed across all services to evaluate and learn. The report compares Argyll and Bute data with national trends and highlights areas for further consideration. There are key strengths and risks identified; however, no significant concerns were noted by the Care inspectorate – see appendix 1.

#### **4 CONCLUSION**

- 4.1 A positive report on public protection arrangements in Argyll and Bute has been produced by the Care Inspectorate. There are key strengths and challenges within the report. The Care Inspectorate is satisfied that appropriate action and governance is in place to address any issues highlighted within the report.
- 4.2 The report needs to be distributed through the Child Protection Committee and Adult Protection Committee and placed on the public website to advise staff and the public.

#### **5 IMPLICATIONS**

- 5.1 Policy: In line with Council policy in relation to public protection.
- 5.2 Financial: None
- 5.3 Legal: None
- 5.4 HR: None
- 5.5 Equalities: None
- 5.6 Risk: There are significant reputational and operational risks for the Council if public protection procedures are not effective.
- 5.7 Customer Service: The report provides assurance regarding the effectiveness of public protection procedures in Argyll and Bute.

**Cleland Sneddon**  
**Executive Director of Community Services**

**Policy Lead: Cllr Douglas Philand**

**For further information please contact: Louise Long, Head of Children and Families, Kilmory, Lochgilphead 01546 604256**

29 August 2014

#### **ATTACHMENTS**

[Appendix 1 – Public Protection Report)



## Argyll and Bute Community Planning Partnership Area

### Reporting on the effectiveness of public protection arrangements

#### 1. Introduction

The Care Inspectorate has been asked to report to Scottish Government Ministers on the effectiveness of child protection and adult protection arrangements across Scotland

#### 2. Context of the area

Argyll and Bute is Scotland's second largest area in terms of size, but also the third least sparsely populated area. It includes 25 inhabited islands. Some 45 per cent of the population reside in areas classified as remote rural. The 2011 census enumerated that the population of Argyll and Bute was 88,166 people, a small decrease from 89,590 in 2001. The population breakdown in the 2011 census was as shown below:

Age	Argyll and Bute	Scotland
< 16 years	16.4%	17.3%
16 – 64 years	61.7%	65.9%
> 65 years	21.9%	16.8%

Significant changes are predicted in the demographic profile of the area. Over the 25 year period from 2010, the proportion of 0 – 15 years olds are projected to fall by 8.7 per cent and the working age population by 14 per cent. In contrast, the population of pensionable age is projected to increase by 10 per cent.

The 2012 Scottish Index of Multiple Deprivation recorded that 10 (1%) of Argyll and Bute's datazones were found in the 15% of most deprived datazones in Scotland.

### **3. Basis of Report**

This report is based on the following:

- A position statement provided by Argyll and Bute Council, prepared in co-operation with key partners and submitted along with supporting documentation.
- The findings of and the actions taken in response to the most recent scrutiny activity.
- A review of relevant local and national data and statistics.
- A meeting by the link inspector with senior managers on 20 March 2014.

### **4. Partnership structures and governance arrangements**

A pilot joint inspection of services for children and young people in the Argyll and Bute Community Planning Partnership area took place in March – April 2013. The report of the inspection was published in September 2013. This found that the Child and Adult Protection Chief Officer's Group (CAPCOG) was delivering effective oversight and governance of the Child Protection Committee (CPC). It also found that the structures to support partnership working were increasingly effective in developing integrated approaches to improving the lives of children and young people.

Documentation provided by the Partnership included details of the governance arrangements for adult protection. These appeared appropriate and confirmed that adult protection was overseen at Chief Officer level was by the CAPCOG which met on a quarterly basis. The Independent Chair of the Adult Protection Committee (APC) was a member of the CAPCOG. In 2012, the APC took action to establish four local Adult protection Development Forums. The aim was to establish a more localised system for the development and management of adult protection. The Chairs of the local forums attend the APC. Senior Managers advised that the local forums are developing well and that this approach is leading to increased "ownership" of the adult protection agenda.

In December 2013, the partners reviewed the existing governance arrangements for public protection and decided to transform the CAPCOG into the Public Protection Chief Officers Group (PPCOG) which is responsible for overseeing all aspects of public protection. Whilst previously, CAPCOG did consider MAPPA (Multi Agency Protection arrangements), the establishment of PPCOG formalised these arrangements. As such, the PPCOG is responsible for child protection, adult protection, MAPPA and violence against

women. A further change has seen the inclusion of the Fire and Rescue service as part of the PPCOG.

Within Argyll and Bute, MAPPA is delivered on a partnership basis with the other local authority areas which make up the North Strathclyde Community Justice Authority (NSCJA) and the other responsible authorities as required by legislation. It is managed by the MAPPA Operational Group (MOG) which is comprised of representatives of the responsible authorities at Local Authority Service Manager and Police Detective Chief Inspector level

## **5. Scrutiny activity**

The joint inspection of services for children in 2013 found that services were working very well together in partnership which was underpinned by a positive culture of respect and openness. Strong leadership and direction was supporting successful collaborative working. Staff were united with a common purpose within the Getting It Right for Every Child (GIRFEC) approach which in turn was having a positive impact on the well-being of children, young people and their families. Considerable improvements had been made in the immediate response to children in need of protection and providing help and support to children, young people and families at an early stage. Leaders were highly committed to consolidating these improvements and were clear about where to focus their work to build capacity and consistency. Together, services had made a positive start to leading and directing resources towards prevention and early intervention. Steady progress was being made against most performance indicators for children and services were highly committed to measuring the impact of their work together. There were plans to introduce systematic joint self-evaluation to support improvement.

Eight of the Quality Indicators were formally evaluated. One of these was evaluated as very good, four as good and three as adequate. The quality Indicator for assessing and responding to risks and needs was evaluated as being adequate.

There were four main areas for improvement identified and the report said that the Partnership needed to take account of the need to:

- secure further and continuous improvement in the quality of assessment of risks and needs and planning for individual children
- complete and implement the integrated children's services plan
- continue to develop rigorous and systematic joint self-evaluation to improve outcomes for children and young people
- ensure continued leadership and direction is provided to implement the planned improvements for services for children, young people and families.

Further to the inspection the CPP moved quickly to prepare a joint improvement plan and the Partnership's progress in implementing the plan will be monitored by the Care Inspectorate and its scrutiny partners.

There has been no specific scrutiny of adult protection arrangements and practice in Argyll and Bute. However, the Care Inspectorate's 2011 inspection report of the local authority's social work service did include a focus on adult protection. This found that whilst sound processes were in place, the quality of some risk assessments and risk management planning was inconsistent.

## **6. Analysis of local and national data**

An analysis of the national statistics covering child protection for 2012 showed that for the most part, the statistics for Argyll and Bute were broadly in line with the national picture. The main exceptions to this were that:

- The rate of case conferences for Argyll and Bute was 8.1 per 1000 children compared to 5.9 for Scotland.
- The conversion rate of case conferences to child protection registration for Argyll and Bute was 55% compared to 77% for Scotland.

Senior managers were aware of this discrepancy whereby there was a relatively high number of case conferences which resulted in a relatively small number of child protection registrations. They had looked into the reasons for this, but could identify no complete explanation. However, the CPC had done some review and analysis of Initial Review Discussions (IRDs). This identified a number of cases which had been dealt with as child protection concerns which should more appropriately have been dealt with as broader child welfare needs.

The most recent national data was published at the end of March 2014. This showed that the conversion rate of case conferences to child protection registration for Argyll and Bute in 2013 had increased to 64% suggesting a more proportionate use of child protection case conferences. However, the data also showed a significant reduction in the number of children on the child protection register (and the rate of registration) in 2013 compared with 2012.

- The number of children on the child protection register had reduced from 48 to 17
- The registration rate had dropped from 3.4 to 1.2 per 1000 children (compared to 3.0 and 2.0 per 1000 for the equivalent period for Scotland)

The number of children on the child protection register in Argyll and Bute is relatively small. Factors such as the registration or de-registration of sibling groups can impact significantly on the statistical picture. However, the link



inspector will discuss this and any future significant fluctuations in the statistical data with the partnership.

An agreed nation data set for adult protection in Scotland is still under development. However, the Adult Protection Committee collects a good range of information. A review of available data shows that:

- The number of adult protection referrals rose significantly from 124 in 2009-10 to 447 in 2011-12. However, the number of referrals held steady in 2012-13 at 446.
- There is some significant variation in the number of referral across the four localities in Argyll and Bute.
- The highest proportion of referrals have come consistently from the Police and concerns about self-harm has been consistently the highest referral reason.
- As with other parts of Scotland, there had only been a relatively small number of referrals from Health staff.
- The proportion of referrals specifically relating to financial harm is less than in many other areas in Scotland.
- In 2011-12, twenty three adult protection case conferences were held and seventeen people were the subject of adult protection support plans.

Analysis of available Care Inspectorate data shows that there have been 118 cases in Scotland of potential protection issues since August 2013. The majority of these related to privately operated care homes for older people. There were two such instances in Argyll and Bute

### **7. Strategic leadership and direction**

The joint inspection of children's services (JICS) evaluated the leadership of improvement and change as good. It found that strategic direction was appropriately focused on improving services in order to keep children safe. There has as yet been no equivalent inspection of services for adults. However, documentation provided demonstrated a strong commitment to adult protection as part of the PPCOG's agenda. It is positive that the APC provides an annual report in addition to the biennial report required by statute,

Services in Argyll and Bute have worked closely with Police Scotland as part of Operation Dash. However, the number of children and young people potentially affected by child exploitation was relatively small. The screening process undertaken as part of Operation Dash confirmed that all these children and young people were already known to services and receiving appropriate levels of support. Action has been taken to review the procedure

for when and how children who are looked after and accommodated are interviewed after when they return after a period of absconsion. The aim of the revised procedure is to better support children to allow them to disclose if they have been subject to any exploitation. The council has also revised its contracts with external providers to ensure that they adopt a similar approach.

The JICS found that joint self-evaluation was at a very early stage of development. However, there was a firm commitment to ensure this becomes systematic and based on accurate evidence. The CPC had commissioned self-evaluation through "Taking a Closer Look "at families affected by domestic abuse and mental health issues. The inspection found that this led to demonstrable improvements in practise. The CPC has a Business Plan and this dovetails appropriately with other relevant plans, for example the Community Planning Partnership's Improvement Plan for 2013-14 and the Integrated Children's Service Plan 2014-17. The CPC also has a multi-agency scorecard which as well being considered at CPC meetings is also reported to Area Committees.

The use of file audits as a means of quality assurance and improvement is well established for both child and adult protection and in recent years and these have been undertaken on a multi-agency basis. Argyll and Bute has been keen and active in seeking the involvement of the Care Inspectorate to provide some external involvement and validation to these activities. Multi-agency file audits for both adult and child protection are being arranged to take place during 2014.

As with child protection, joint self-evaluation is still developing in respect of adult protection. The adult protection committee holds an annual joint self-evaluation day. The most recent event was held in November 2013 and helped inform the APC Improvement Plan 2014-16, the draft version of which has been shared with the Care Inspectorate. From reports of previous self-evaluation activity and from discussion with senior managers, there was some evidence of learning and improvement being achieved as a result (albeit primarily by the social work service). One example of this was changes made to ensure that appropriate consideration and recording takes place using the "three point test" of people referred as being potentially in need of adult support and protection. Subsequent audit activity has shown that the desired improvements in practice are being achieved.

Senior managers acknowledge that joint self-evaluation required further development. However, they believe that they are "well beyond" the stage where self- evaluation was viewed as being a single agency activity, largely based around file audit. The documents provided for this report and the discussions which took place with senior managers reflected a strong

commitment to meaningful joint self-evaluation. In their view, staff recognise the value of this.

## **8. Key strengths and good practice**

The Child and Adult Protection Chief Officers Group (now revised at the PPCOG) was identified as part of the JICS as having provided effective leadership. Whilst the focus of the inspection was in relation to children's services, it was evident from documentation provided for this report and from discussion from senior managers that similar approaches had been taken towards the leadership of adult protection. The action taken to review and revise the CAPCOG into the PPCOG appears to provide a solid basis for the overview and leadership of public protection. It was noticeable that the senior managers met with as part of the preparation of this report saw themselves as having a clear responsibility for progressing the broader public protection agenda, even if their specific remits were more adult's or children's services focused.

The JICS identified Getting It Right Antenatal as an example of good practice. It was described as a highly successful approach to identifying vulnerable pregnant women at an early stage and to providing co-ordinated support in partnership with other services to improve parenting skills. This support includes the provision of suitable housing. The inspection also found that good progress had been made in implementing GIRFEC. Senior Managers informed that this progress has continued since the inspection, including the roll out of the Universal Child's Plan.

For adult protection, senior managers indicated their view that they have made good progress, and in particular in the social work service, in achieving increased recognition that adult protection "is everybody's job". More broadly having adult protection as a standard agenda item on the meetings of the care home network had helped improve the level of shared understanding about protection issues between the council and care home providers.

## **9. Summary of key risks and challenges**

Senior managers identified a number of key challenges:

- For both adult and child protection, trying to achieve consistency of practice is a challenge on both a single and cross agency basis. Adult social work services have identified Team Leaders as having a key role to play in achieving this. In children's services, there is a strong focus on the support and guidance provided to qualified social workers. Improving consistency was a key driver in a recent restructuring of the childcare service. The NHS is aware of the need to look further at the guidance available around risk thresholds.

- The geographic size and rural nature of Argyll and Bute also presents a challenge in terms of consistency and awareness of public protection issues. Managers pointed out for example that a health worker in one of the most rural areas may only very rarely encounter protection issues. They also consider that rurality is a factor in the relatively low level of adult protection referrals where financial harm is identified. Given this, It is positive that the governance arrangements for both adult and child protection included local groups and forums.
- Senior council managers identified pending changes to the process by which the Police submit Vulnerable Person's Reports (VPRs) as being a likely challenge. They anticipate that this will lead to a further increase in the already high numbers of VPRs, of which only a very small proportion currently meet the adult protection criteria. They are aware of the local Concern Management Hub which is being developed in West Dunbartonshire. They are considering a similar development in Argyll and Bute as a means of achieving a shared understanding with the Police locally about what constitutes adult protection.

#### **10. Planned scrutiny and improvement**

The Joint Inspection of Services for Children and Young People in Argyll and Bute took place relatively recently. The inspection included a focus on child protection and the findings of the inspection were mainly positive. The Community Planning Partnership has produced an action plan to address the areas for improvement identified in the inspection. Early indications are that the Partnership is taking appropriate action to implement the action plan.

There has been no equivalent recent external scrutiny of services to protect vulnerable adults in Argyll and Bute. It is therefore not possible to provide an evaluation on the effectiveness of adult protection arrangements. However, the Partnership has been able to provide documentation which indicates that it has appropriate governance arrangements in place and that it has an active Adult Protection Committee which is developing its approach to joint self-evaluation.

There are no significant concerns arising from an analysis of the available local and national data in respect of Argyll and Bute.

---

**ARGYLL AND BUTE COUNCIL****COMMUNITY SERVICES COMMITTEE****CUSTOMER SERVICES****11 SEPTEMBER 2014**

---

**NRS' 2012-BASED POPULATION PROJECTIONS FOR ARGYLL AND BUTE**

---

**1. EXECUTIVE SUMMARY**

- 1.1 NRS published 2012-based population projections for sub-national areas on 14 May 2014. This report describes the projections as they relate to Argyll and Bute.
- 1.2 The 2012-based population projections indicate that, within Argyll and Bute, the population will fall by 13.5% over the 25 year projection period (2012 to 2037). At the same time, the population profile will age, with a decrease in the number of children and adults of working age, and an increase in numbers of people of pensionable age.
- 1.3 The decline in Argyll and Bute's total population is driven by two trends. First, Numbers of deaths are projected to be greater than numbers of births. Second, the projections assume that there will be net outmigration throughout the projection period.
- 1.4 The trend of a decreasing population over time may have budget implications, particularly as other areas of Scotland will see their populations grow over the same period. There is a risk that the CPP will not be able to achieve the SOA outcome of 'Argyll and Bute's economy is based on a growing population'.

**NRS' 2012-BASED POPULATION PROJECTIONS FOR ARGYLL AND BUTE**

---

**2. INTRODUCTION**

- 2.1 NRS published 2012-based population projections for sub-national areas on 14 May 2014.
- 2.2 The 2012-based population projections indicate that, within Argyll and Bute, there will be:
- A decrease in the total population of 13.5% over the 25 year projection period (2012 to 2037)
  - A decrease of 18% in the number of 0 to 15 year olds
  - A decrease of 22% in the number of working-age people. This figure takes account of changes in pensionable age.
  - An increase of 8% in the number of people of pensionable age. This figure takes account of changes in pensionable age.
  - An increase of 73% in the population aged 75 and over.
- 2.3 The decline in Argyll and Bute's total population is driven by two trends. First, numbers of deaths are projected to be greater than numbers of births. Second, the projections assume that there will be net outmigration throughout the projection period.
- 2.4 The NRS's 2006-based, 2008-based and 2010-based population projections also indicated a decrease in Argyll and Bute's population, albeit of a less extreme nature. The main reason for the differences between the three sets of projections is that assumptions about future net migration flows have changed over time. The rebasing of the population estimates in line with the 2011 Census has also had an impact on the projections.

**3. RECOMMENDATIONS**

- 3.1 It is recommended that the Community Services Committee note the population projections, and consider what implications these might have for service planning, particularly in the middle- to long- term.

## 4. DETAIL

### 4.1 Context

- 4.1.1 NRS produces sub-national population projections every two years. NRS's sub-national projections provide estimates of the future population for local authorities and health boards.
- 4.1.2 The latest sets of sub-national projections, published on 14 May 2014, are based on the 2012-based Mid-Year Estimates, published on 8 August 2013.
- 4.1.3 In order to make the projections, assumptions have to be made about:
- Future fertility rates
  - Future mortality rates
  - Migration.
- 4.1.4 Assumptions are based on past trends, projecting them forward into the future, year by year. Of the three components of change, the hardest to predict is migration.
- 4.1.5 Projections make no allowance for the impact of policies or any exceptional socio-economic changes that might affect future populations. Indeed, any policies that are developed **in response** to issues raised by projections may, if successful, change patterns of population growth away from those projected.
- 4.1.6 Population projections should, therefore, be seen as indicators of change rather than as definitive predictions.

### 4.2 Changes across Scotland

- 4.2.1 Over the period 2012 to 2037, the total population of Scotland is projected to increase by 9%, from 5.31 million to 5.78 million. However, the NRS sub-national projections indicate that there will be regional variations across the country. Of the 32 Scottish Local Authorities, 20 are expected to show population growth and 12 – including Argyll and Bute – are expected to experience population decline.
- 4.2.2 Argyll and Bute has the second largest projected population decrease of all Scottish local authorities, after Inverclyde (where the population is projected to decrease by 19.4% over the projection period).
- 4.2.3 Argyll and Bute is one of five local authorities that have projected decreases in population driven by both natural change and outmigration.
- 4.2.4 Table 1 shows how the components of change within Argyll and Bute compare with those of the other Scottish local authorities.

Table 1: Components of population change

Area	Natural change Projected natural change between 2012 and 2037 per 100 population at 2012	Net migration Projected change due to migration between 2012 and 2037 per 100 population at 2012	Percentage projected population change
Inverclyde	-9.7	-9.7	-19.4
<b>Argyll and Bute</b>	<b>-10.4</b>	<b>-3.1</b>	<b>-13.5</b>
Eilean Siar	-14.2	3.4	-10.8
North Ayrshire	-6.0	-2.8	-8.8
West Dunbartonshire	-2.5	-5.5	-8.1
East Dunbartonshire	-4.4	-2.4	-6.8
Dumfries and Galloway	-7.6	1.5	-6.1
South Ayrshire	-8.8	6.4	-2.4
Clackmannanshire	0.0	-2.4	-2.4
Moray	-2.2	0.0	-2.2
Angus	-5.0	4.2	-0.8
East Ayrshire	-2.6	2.0	-0.6
Scottish Borders	-6.5	6.5	0.0
North Lanarkshire	1.3	-1.2	0.1
Renfrewshire	-0.8	1.4	0.6
South Lanarkshire	-1.2	3.5	2.3
East Renfrewshire	0.9	2.7	3.7
Highland	-2.8	7.4	4.5
Orkney Islands	-4.9	10.5	5.5
Shetland Islands	3.0	5.4	8.3
Fife	1.7	7.0	8.7
<b>SCOTLAND</b>	<b>1.6</b>	<b>7.2</b>	<b>8.8</b>
Falkirk	2.5	7.9	10.4
West Lothian	9.1	2.7	11.7
Glasgow City	7.5	7.6	15.1
Dundee City	6.4	9.2	15.6
Stirling	2.9	13.4	16.3
Aberdeenshire	5.2	12.2	17.3
Midlothian	5.9	11.7	17.6
East Lothian	6.0	17.4	23.3
Perth and Kinross	1.4	22.7	24.2
Edinburgh, City of	8.3	20.0	28.2
Aberdeen City	9.2	19.2	28.4

### 4.3 Population projections for Argyll and Bute

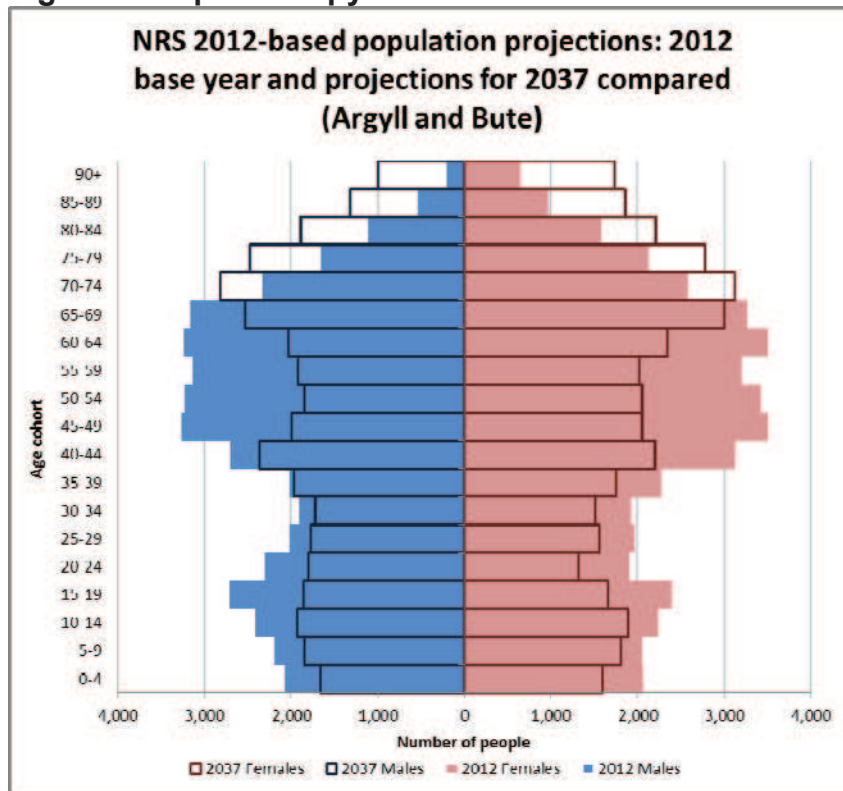
4.3.1 NRS has assumed for the latest set of projections that there will be, throughout the twenty-five year projection period, net outmigration from Argyll and Bute. This, combined with a higher number of predicted deaths than births, means that the population for Argyll and Bute is projected to decline.



4.3.2 The projected changes in Argyll and Bute’s population are shown in figure 1 and tables 2 and 3.

4.3.3 As well as absolute population numbers in Argyll and Bute falling from 86,900 to 75,812 over the projection period, a decrease of 13.5%, the age profile of the population is expected to change. All age groups up to 64 years are expected to decline in numbers. The only age groups wherein the population is projected to be larger in 2037 than in 2012 are those aged 65-74 and older. The increase in people aged 75 and over (72.7%) is particularly notable.

**Figure 1: Population pyramid 2012 and 2037**



**Table 2: Projected age profile of Argyll and Bute’s population (selected years) (Population in thousands)**

Age group	2012	2017	2022	2027	2032	2037	Percentage change within age cohort (2012 to 2037)
All ages	86.9	84.7	82.8	80.7	78.2	75.2	-13.5%
0-15	14.1	13.1	12.7	12.3	12.0	11.5	-18.3%
16-29	12.2	12.2	11.5	10.2	9.5	9.2	-25.0%
30-49	20.7	17.8	16.0	16.3	16.2	15.6	-24.8%
50-64	19.7	19.5	18.9	16.6	13.9	12.2	-38.1%
65-74	11.3	12.3	11.9	11.8	12.2	11.5	+1.3%
75+	8.8	9.9	11.7	13.4	14.3	15.2	+72.7%

**Table 3: Projected age profile of Argyll and Bute’s population (selected years)  
(Percentage of population)**

Age group	2012	2017	2022	2027	2032	2037
0-15	16.2%	15.4%	15.3%	15.3%	15.4%	15.3%
16-29	14.1%	14.4%	13.9%	12.7%	12.2%	12.2%
30-49	23.8%	21.0%	19.4%	20.2%	20.7%	20.7%
50-64	22.7%	23.0%	22.8%	20.6%	17.8%	16.2%
65-74	13.0%	14.5%	14.3%	14.6%	15.6%	15.3%
75+	10.2%	11.7%	14.2%	16.6%	18.3%	20.3%
Total	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

**4.4 Comparisons between NRS’ 2010-based and NRS’ 2012-based population projections**

4.4.1 The NRS 2010-based population projections (published in February 2012) suggested that, over their projection period (2010-2035), the population of Argyll and Bute would decline by 7.2%. The 2012-based population projections suggest a total population decline of 13% between 2012 and 2037. (See figure 2.)

4.4.2 Figure 3 shows how the population profiles produced by the 2010-based and 2012-based population projections compare. Although the projected number of people aged 55 and over is broadly similar in the two sets of projections, all younger age cohorts are smaller in the 2012-based projections than in the 2010-based ones.

**Figure 2:**

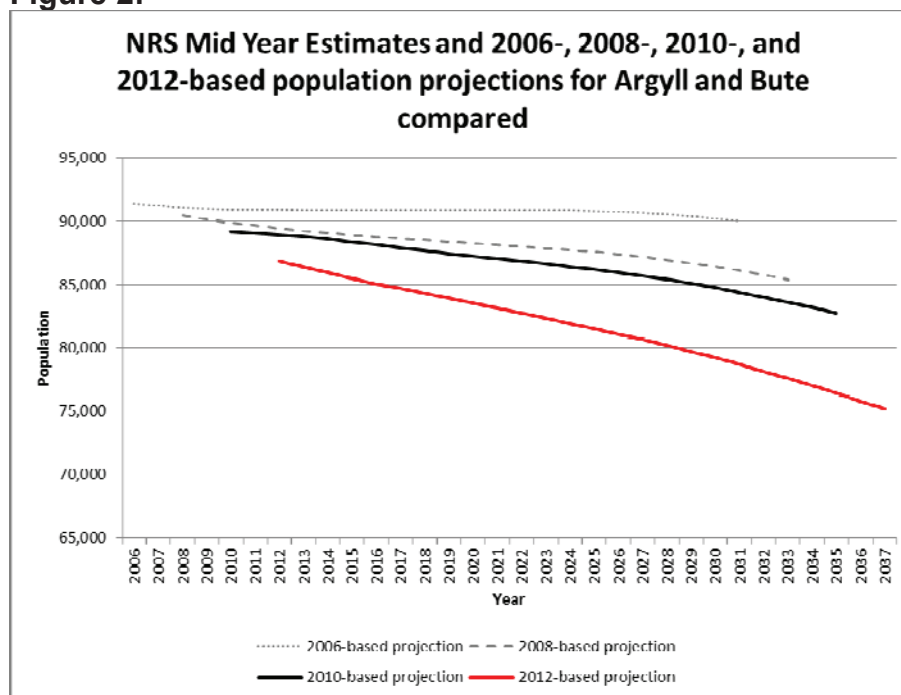
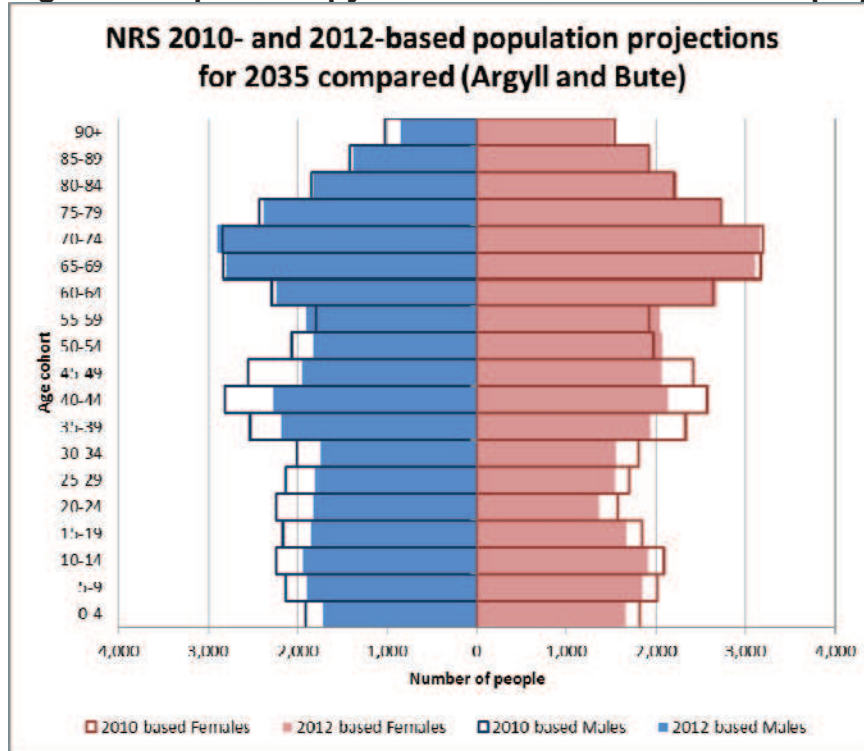


Figure 3: Population pyramid: 2010- and 2012-based projections compared



#### 4.5 Changing migration assumptions

- 4.5.1 In the past, Argyll and Bute's population decline has been mitigated by net in-migration. However, migration assumptions for each the last four sets of population projections (2006-, 2008-, 2010-, and 2012-based) have been revised downwards. Thus, the projected decline has become more pronounced with each set of projections.
- 4.5.2 The migration assumptions used in the 2012-based projections assume that there will be net-outmigration from the area throughout the projection period (of 150 people per year until 2015-16 and of 100 people per year thereafter).
- 4.5.3 Past trends suggest that migration flows to and from Argyll and Bute are characterised by net in-migration from the rest of the UK and net outmigration to the rest of Scotland. There are indications that the outmigration flows to the rest of Scotland have been increasing over time (see table 4).

**Table 4: Changing trends in migration to / from Argyll and Bute**

Years	Migration from outwith Scotland (per 1,000 persons in base year of projection)	Migration within Scotland (per 1,000 persons in base year of projection)
2001-2006	+2.64	-0.17
2003-2008	+4.97	-0.99
2005-2010	+3.50	-2.40
2007-2012	+3.20	-2.50

(Source: NRS 2006-based, 2008-based, 2010-based and 2012 based population projections)

4.5.4 Moreover, the future migration assumptions seem to have been strongly influenced by a net outmigration flow (of all migrants) from the area of -236 in the year 2011/12.

#### 4.6 Variant projections

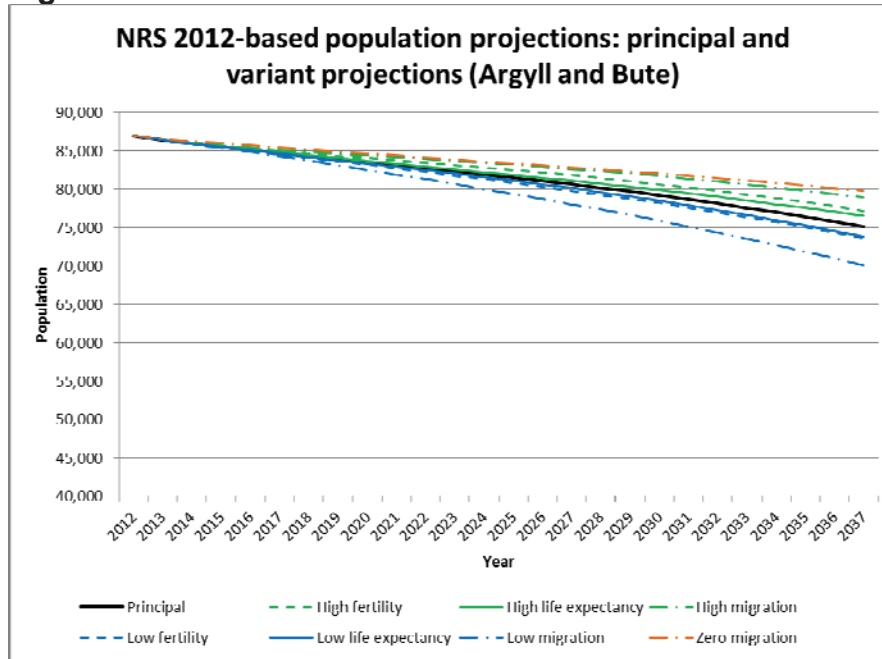
4.6.1 NRS has published seven variant population projections for local authority areas alongside the principal projections that have been the focus of this report.

4.6.2 The principal projections use assumptions about fertility, mortality and migration which NRS think are most likely to occur over the next 25 years.

4.6.3 The variant projections (see figure 4) are not intended to indicate maximum or minimum amounts of population growth / decline. Rather, they provide alternative, plausible assumptions of what might happen in an area. The following variant projections have been produced:

- High and low migration variants
- High and low life expectancy
- High and low fertility
- Zero migration (or, natural change) projection.

Figure 4



3.6.4 All the variant projections for Argyll and Bute indicate a decreasing population over the projections period.

## 5. CONCLUSION

5.1 The population of Argyll and Bute is projected to decline over the period 2012 to 2037. This is because the number of deaths will exceed the number of births over this period and because the projections assume net outmigration from the area throughout the projection period.

5.2 The 2012-based population projections indicate that, within Argyll and Bute, there will be:

- A decrease in the total population of 13.5% over the 25 year projection period (2012 to 2037)
- A decrease of 18% in the number of 0 to 15 year olds
- A decrease of 22% in the number of working-age people. This figure takes account of changes in pensionable age.
- An increase of 8% in the number of people of pensionable age. This figure takes account of changes in pensionable age.
- An increase of 73% in the population aged 75 and over.

5.3 Only Inverclyde has a projected percentage decrease in population greater than that suggested for Argyll and Bute.

5.4 Population projections should be seen as indicators of change rather than as definitive predictions.

**Reference:**

NRS (2014) Population Projections for Scottish Areas (2012-based) <http://www.gro-scotland.gov.uk/statistics/theme/population/projections/sub-national/2012-based/index.html>  
(Accessed May 2014)

**IMPLICATIONS**

POLICY: None

FINANCIAL: The trend of a decreasing population over time may have budget implications, particularly as other areas of Scotland will see their populations grow over the same period.

LEGAL: None

HR: None

EQUALITIES: None

RISK: The CPP will not be able to achieve the SOA outcome of 'Argyll and Bute's economy is based on a growing population'.

CUSTOMER SERVICE: None

**Douglas Hendry, Executive Director – Customer Services**

For further information, please contact:

Chris Carr

Improvement and Organisational Development Project Officer

Tel: 01546 60 4260

Email: [chris.carr@argyll-bute.gov.uk](mailto:chris.carr@argyll-bute.gov.uk)

---

**ARGYLL AND BUTE COUNCIL****COMMUNITY SERVICES COMMITTEE****CUSTOMER SERVICES****11 SEPTEMBER 2014**

---

**NRS' 2013-BASED MID-YEAR ESTIMATES FOR ARGYLL AND BUTE**

---

**1. EXECUTIVE SUMMARY**

- 1.1 NRS published its Mid-Year Estimates for local authority and health board areas on 26 June 2013. This report outlines the estimates for Argyll and Bute.
- 1.2 According to Mid-2013 Population Estimates:
  - The population of Argyll and Bute was estimated as 88,050 on 30 June 2013
  - This compares to an estimated population of 86,900 on 30 June 2012
  - This is a net increase of 1,150 persons (1.3%) over the 12 month period
  - The main driver of this population increase is the movement of armed forces personnel into the area
  - The underlying trend is of population decline.
- 1.3 Despite the headline figure, which suggests population growth, the CPP may not be able to achieve the SOA outcome of 'Argyll and Bute's economy is based on a growing population'.

---

ARGYLL AND BUTE COUNCIL

COMMUNITY SERVICES COMMITTEE

CUSTOMER SERVICES

11 SEPTEMBER 2014

---

**NRS' 2013-BASED MID-YEAR ESTIMATES FOR ARGYLL AND BUTE**

---

## **2. SUMMARY**

2.1 NRS published its Mid-Year Estimates for local authority and health board areas on 26 June 2013.

2.2 According to Mid-2013 Population Estimates:

- The population of Argyll and Bute was estimated as 88,050 on 30 June 2013
- This compares to an estimated population of 86,900 on 30 June 2012
- This is a net increase of 1,150 persons (1.3%) over the 12 month period
- The main driver of this population increase is the movement of armed forces personnel into the area
- The underlying trend is of population decline.

## **3. RECOMMENDATIONS**

3.1 It is recommended that the Community Services Committee notes the population estimates.

## **4. DETAIL**

### **4.1 Context**

4.1.1 NRS published its Mid-Year Estimates for local authority and health board areas on 26 June 2013.

4.1.2 NRS's publication includes:

- Population estimates by single year of age and sex for all Scottish local authority and health board areas, as at 30 June 2013
- Information about components of population change in the year to 30 June 2013.



#### 4.2.1 Population change: 2012 to 2013

4.2.1 NRS breaks down the components of population change into:

- Births
- Deaths
- Estimated net civilian migration
- Other changes.

4.2.2 'Other changes' includes changes in the number of prisoners, asylum seekers, armed forces personnel stationed in Scotland, and a rounding adjustment. In Argyll and Bute, this figure is dominated by changes at the Faslane base.

4.2.3 Between mid-2012 and mid-2013, the population in Argyll and Bute changed as outlined in table 1.

**Table 1:**

Estimated population 30 June 2012	Births	Deaths	Natural change	Estimated net civilian migration	Other changes	Estimated population 30 June 2013	Population change	
							Number	%
86,900	713	1,079	-366	-22	1,538	88,050	1,150	1.3

4.2.4 This compares to the components of change for the previous year as set out in Table 2.

**Table 2:**

Estimated population 30 June 2011	Births	Deaths	Natural change	Estimated net civilian migration	Other changes	Estimated population 30 June 2012	Population change	
							Number	%
88,930	798	1,065	-267	-236	-1,527	86,900	-2,030	-2.3

4.2.5 Tables 1 and 2 show how the fluctuation of 'other changes' influences the overall population figures for Argyll and Bute. However, it is the births, deaths and migration figures that influence the long-term population trends. The pattern of population decline in 2012 to 2013 is masked by the volume of 'other changes'. The overall trend, however, is one of population decline.

#### 4.3 The 2013 MYE compared to the 2012-based population projections

4.3.1 NRS's 2012-based population projections suggested that:

- The projected population for Argyll and Bute in 2013 would be 86,392

- The projected population assumed that there would be net civilian outmigration from the area of 150 persons in the year 2012 to 2013

4.3.2 A comparison of the projections and estimates suggest that:

- The assumptions relating to natural change appear to have been reasonable
- The differences between the projected and estimated populations can be accounted for by the 'other changes' and, to a lesser extent, by the differences in the volume of civilian outmigration. Faslane distorts everything.

4.3.3 Additional analysis is currently being undertaken to investigate how Faslane affects the population and socioeconomic characteristics of our area. The results of this work will be reported to SMT in due course (August 2014).

## 5. Conclusion

5.1 According to Mid-2013 Population Estimates:

- The population of Argyll and Bute was 88,050 on 30 June 2013
- This compares to an estimated population of 86,900 on 30 June 2012
- This is a net increase of 1,150 persons (1.3%) over the 12 month period
- The main driver of this population increase is the movement of armed forces personnel into the area
- The underlying population trend is of population decline.

5.2 The results of additional analysis relating to Faslane will be reported to SMT in due course.

### Reference:

NRS (26 June 2014) **Mid-2013 Population Estimates Scotland**, Available at: <http://www.gro-scotland.gov.uk/statistics/theme/population/estimates/mid-year/mid-2013/index.html> (Accessed June 2014)

## IMPLICATIONS

**POLICY:** No direct impact from this paper but population change may have an impact on various areas of council policy.

**FINANCIAL:** No direct impact from this paper but the council's funding formula from Scottish Government is directly affected by population levels.

**LEGAL:** None

**HR:** None

**EQUALITIES:** None

RISK: Despite the headline figure, which suggests population growth, the CPP will not be able to achieve the SOA outcome of 'Argyll and Bute's economy is based on a growing population'.

CUSTOMER SERVICE: None

**Douglas Hendry, Executive Director – Customer Services**

For further information, please contact:

Chris Carr

Improvement and Organisational Development Project Officer

Tel: 4260

Email: [chris.carr@argyll-bute.gov.uk](mailto:chris.carr@argyll-bute.gov.uk)

This page is intentionally left blank

---

**ARGYLL AND BUTE COUNCIL****COMMUNITY SERVICES COMMITTEE****CUSTOMER SERVICES****11 SEPTEMBER 2014**

---

**NRS' 2012-based Household Projections for Argyll and Bute**

---

**1. EXECUTIVE SUMMARY**

1.1 NRS published its 2012-based Household Projections for Scotland and for council areas on 30 July 2014. The projections cover the period 2012 to 2037.

1.2 According to the principal projections for Argyll and Bute:

- The total number of households will decrease from 40,514 to 38,000, a decrease of -6%.
- There will be a 71% increase in the number of households headed by someone aged 75+. In 2037, households headed by someone aged 75+ will account for 30% of all households.

The projections assume a continuation of the long-term trend towards smaller average household sizes.

1.3 Household projections are produced using input from NRS 2012-based population projections and information about communal establishment populations, current household types, and trends in household formation. As the NRS 2012-based population projections indicated a decreasing and ageing population for Argyll and Bute, it is not surprising that the household projections show a decreasing number of households, with ageing heads of household.

1.4 Projections are not forecasts, and are based on the assumption that past trends will continue into the future.

**NRS' 2012-based Household Projections for Argyll and Bute**

---

**1. Summary**

1.1 NRS published its 2012-based Household Projections for Scotland and for council areas on 30 July 2014. The projections cover the period 2012 to 2037.

1.2 According to the principal projections for Argyll and Bute:

- The total number of households will decrease from 40,514 to 38,000, a decrease of -6%.
- There will be a 71% increase in the number of households headed by someone aged 75+. In 2037, households headed by someone aged 75+ will account for 30% of all households.
- The projections assume a continuation of the long-term trend towards smaller average household sizes.

**2. Recommendations**

2.1 It is recommended that the Community Services Committee notes this information.

**3. Detail**

**3.1 Context**

3.1.1 NRS published its 2012-based Household Projections for Scotland and for Council areas on 30 July 2014. These projections include:

- Projected numbers and types of household in Scotland for the 25 year period, 2012 to 2037
- Projected numbers and types of household in council areas for the 25 year period, 2012 to 2037
- Information about the age of heads of household over the projection period.

3.1.2 NRS produces household projections every two years.

### 3.2 Household change: 2012 to 2013

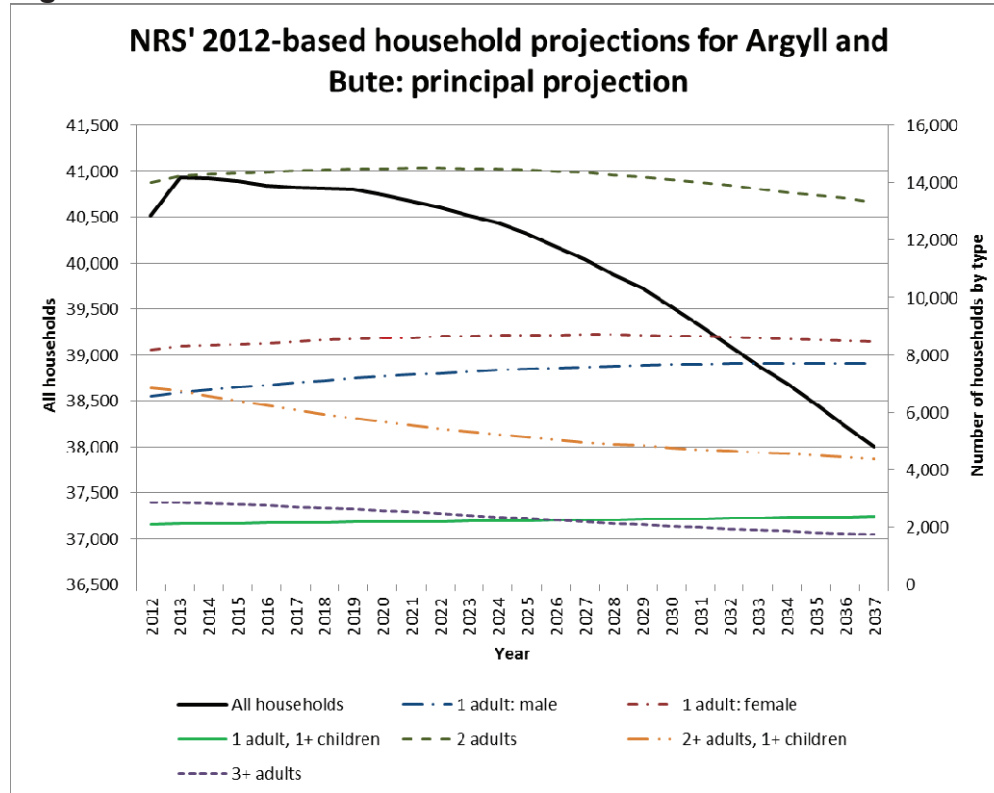
- 3.2.1 Household projections are produced using input from NRS 2012-based population projections and information about communal establishment populations, current household types, and trends in household formation.
- 3.2.2 As the NRS 2012-based population projections indicated a decreasing and ageing population for Argyll and Bute, it is not surprising that the household projections show a decreasing number of households, with ageing heads of household.
- 3.2.3 Table 1 shows numbers and proportions of types of household at the beginning and end of the projection period, highlighting a continuing trend towards smaller households. See also figure 1.

**Table 1: Types of household in 2012 and 2037: Argyll and Bute**

Type of household	Number of households		Percentage of households		%change (2012-2037)
	2012	2037	2012	2037	
1 adult: male	6,546	7,709	16%	20%	18%
1 adult: female	8,172	8,473	20%	22%	4%
1 adult, 1+ children	2,084	2,375	5%	6%	14%
2 adults	14,009	13,316	35%	35%	-5%
2+ adults, 1+ children	6,850	4,379	17%	12%	-36%
3+ adults, no children	2,852	1,748	7%	5%	-39%
<b>All households<sup>1</sup></b>	<b>40,514</b>	<b>38,001</b>	<b>100%</b>	<b>100%</b>	<b>-6%</b>

<sup>1</sup> Numbers may not add up due to rounding.

Figure 1.



3.2.4 Table 2 shows numbers and proportions of households headed by people of different age groups at the beginning and end of the projection period. Over the twenty-five years to 2037, the numbers and proportions of households headed by people aged 74 and under will decrease. Conversely, the numbers and proportions of households headed by persons aged 75+ are projected to increase, and will become the most numerous category.

**Table 2: Age of heads of household in 2012 and 2037: Argyll and Bute**

Age of head of household	Number of households		Percentage of households		%change (2012-2037)
	2012	2037	2012	2037	
16 - 29	2,902	2,399	7%	6%	-17%
30 - 44	7,645	6,726	19%	18%	-12%
45 - 59	11,845	7,707	29%	20%	-35%
60 - 74	11,544	9,889	28%	26%	-14%
75+	6,578	11,279	16%	30%	71%
<b>All households<sup>2</sup></b>	<b>40,514</b>	<b>38,000</b>	<b>100%</b>	<b>100%</b>	<b>-6%</b>

<sup>2</sup> Numbers may not add up due to rounding.



- 3.2.5 NRS has also produced high migration and low migration variant projections. These suggest total numbers of households at the end of the projection period of 39,618 and 35,909, respectively.
- 3.2.6 Projections are not forecasts, and are based on the assumption that past trends will continue into the future.

#### **4. Conclusion**

- 4.1 NRS published its 2012-based Household Projections for Scotland and for council areas on 30 July 2014. The projections cover the period 2012 to 2037.
- 4.2 The projections suggest a decrease in household numbers over the projection period. At the same time, average household size will decrease, and the age profile of heads of households will shift so that, in 2037, 30% of all households will be headed by someone aged 75+.
- 4.3 Projections are not forecasts, and are based on the assumption that past trends will continue into the future.

**Reference:** NRS (30 July 2014) **Household Projections for Scotland, 2012-based**, available at <http://www.gro-scotland.gov.uk/statistics/theme/households/projections/2012-based-household-projections/index.html> (accessed 30 July 2014)

#### **IMPLICATIONS**

**POLICY:** None relating directly to this paper. However, changing household numbers and structure may have implications for service planning and delivery.

**FINANCIAL:**

**LEGAL:** None

**HR:** None

**EQUALITIES:** None

**RISK:** None

**CUSTOMER SERVICE:** None

**Douglas Hendry, Executive Director – Customer Services**

For further information, please contact:

Chris Carr

Improvement and Organisational Development Project Officer

Tel: 4260

Email: [chris.carr@argyll-bute.gov.uk](mailto:chris.carr@argyll-bute.gov.uk)

This page is intentionally left blank