

Public Document Pack

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

Customer Services
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9 April 2015

NOTICE OF MEETING

A meeting of the **OBAN LORN & THE ISLES AREA COMMITTEE** will be held in the **CORRAN HALLS, OBAN** on **WEDNESDAY, 15 APRIL 2015** at **10:30 AM**, which you are requested to attend.

Douglas Hendry
Executive Director - Customer Services

BUSINESS

- 1. APOLOGIES**
- 2. DECLARATIONS OF INTEREST**
- 3. MINUTES**
 - (a) Oban, Lorn and the Isles Area Committee - 11 February 2015 (Pages 1 - 8)
 - (b) Oban, Lorn and the Isles Special Area Committee - 25 February 2015 (Pages 9 - 12)
 - (c) Oban, Lorn and the Isles Community Safety Forum - 25 February 2015 (for noting) (Pages 13 - 16)
 - (d) Oban Common Good Fund - 20 March 2015 (for noting) (Pages 17 - 22)
- 4. PUBLIC AND COUNCILLOR QUESTION TIME**
- 5. THIRD SECTOR GRANTS**

Report by Community Development Officer (Pages 23 - 70)
- 6. AREA SCORECARD - FQ3**

Report by IOD Programme Manager (Pages 71 - 76)

7. **IONA PIER**
Report by Marine Operations Manager (Pages 77 - 80)
8. **ROADS CAPITAL RECONSTRUCTION PROGRAMME 2015/16**
Report by Roads Performance Manager (Pages 81 - 100)
9. **OLI ECONOMIC DEVELOPMENT ACTION PLAN**
Presentation by Economic Development Manager (Pages 101 - 130)
10. **OBAN CHORD - OBAN NORTH PIER MARITIME QUARTER - UPDATE AND REQUEST FOR FUNDING**
Report by CHORD Programme Manager (Pages 131 - 140)
11. **LORN ARC QUARTERLY UPDATE REPORT**
Report by Oban Lorn Arc Regeneration Project Manager (Pages 141 - 150)
12. **LORN ARC TAX INCREMENTAL FINANCING (TIF) ASSET PROJECT 5 - OBAN NORTH PIER EXTENSION - START UP REPORT**
 - (a) Report by Executive Director of Development and Infrastructure Services (Pages 151 - 156)
 - E1 (b) Appendix 1 (Pages 157 - 158)
 - E1 (c) Appendix 2 (Pages 159 - 160)
 - E1 (d) Appendix 3 (Pages 161 - 162)
- E1 13. **OBAN CHORD - OBAN WATERFRONT PUBLIC REALM PHASE 2: NORTH PIER TO STATION SQUARE INCLUDING GEORGE STREET AND QUEEN'S PARK PLACE - UPDATED COST REPORT**
Report by Oban CHORD Regeneration Project Manager (Pages 163 - 178)
- E1 14. **MCCAIG'S TOWER AMENITY LIGHTING SCHEME - IN USE REVIEW**
Report by Oban CHORD Regeneration Project Manager (Pages 179 - 184)
- E1 15. **THIRD SECTOR ASSET TRANSFER - LAND AT DERVAIG, ISLE OF MULL**
Report by Estates Surveyor (Pages 185 - 206)

The Committee will be asked to pass a resolution in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 to exclude the public for items of business with an "E" on the grounds that it is likely to involve the disclosure of exempt information as defined in the appropriate paragraph of Part I of Schedule 7a to the Local Government (Scotland) Act 1973.

The appropriate paragraph is:-

- E1 **Paragraph 8** The amount of any expenditure proposed to be incurred by the authority under any particular contract for the acquisition of property or the supply of goods or services; and

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

OBAN, LORN & THE ISLES AREA COMMITTEE

Councillor Mary-Jean Devon	Councillor Iain MacLean
Councillor Iain MacDonald	Councillor Alistair MacDougall
Councillor Duncan MacIntyre	Councillor Neil MacIntyre
Councillor Roderick McCuish (Chair)	Councillor Elaine Robertson (Vice-Chair)

Contact: Danielle Finlay, Senior Area Committee Assistant - 01631 567945

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**MINUTES of MEETING of OBAN LORN & THE ISLES AREA COMMITTEE held in ROOM 1,
GROUND FLOOR, SAMS, DUNBEG
on WEDNESDAY, 11 FEBRUARY 2015**

Present: Councillor Roddy McCuish (Chair)

Councillor Iain Angus MacDonald Councillor Elaine Robertson
Councillor Alistair MacDougall Councillor Iain S MacLean
Councillor Neil MacIntyre

Attending: Graeme Forrester, Area Committee Manager
Stewart Clark, Roads Performance Manager
Hugh Blake, Asset Manager
Louise Lawson, Deputy Head Teacher of Oban High School
Inspector Julie McLeish, Police Scotland
Eleanor MacKinnon, Oban Communities Trust
Gordon MacNab, Oban Communities Trust

1. APOLOGIES

Apologies were received from Councillors Duncan MacIntyre and Mary-Jean Devon.

2. DECLARATIONS OF INTEREST

Councillor Roddy McCuish declared a non financial interest in relation to Former Rockfield Primary School which was dealt with at item 13 of this Minute because he is a Director on the ACHA Board.

Councillor Neil Macintyre declared a non financial interest in relation to Former Rockfield Primary School which was dealt with at item 13 of this Minute because one of the offers made is from a member of his family.

3. MINUTES

(a) SPECIAL OBAN, LORN AND THE ISLES AREA COMMITTEE - 21 NOVEMBER 2014

The Minutes of the Oban, Lorn and the Isles Special Area Committee held on 21st November 2014 were approved as a correct record.

(b) OBAN COMMON GOOD FUND - 28TH NOVEMBER 2014 (FOR NOTING)

The Minutes of the Oban Common Good Fund held on 28th November 2014 were noted.

(c) OBAN, LORN AND THE ISLES AREA COMMITTEE - 10TH DECEMBER 2014

The Minutes of the Oban, Lorn and the Isles Area Committee held on 10th December 2014 were approved as a correct record.

(d) SPECIAL OBAN COMMON GOOD FUND - 14 JANUARY 2015 (FOR NOTING)

The Minutes of the Special Oban Common Good Fund held on 14th January 2015 were noted.

4. PUBLIC QUESTION TIME

Bill Harvey asked the Committee asked a question in regard to the safer passage to pick up point where the new path that goes up to Lorn Road with lots of children and adults using it. He advised that children leaving school go out in trains going down Etive Road. He suggested a new way for children to go; if a spur was built from the path to Lorn Road going behind the Church, the new Gate onto grass area at Church so pupils could be picked up and put into cars. He advised that the train would then follow a path along behind all the buildings coming to the bus shelter in beside MacCallum Court which is a safer for the children. The Chair suggested that a community group be set up which includes the Community Council, elected Members from ward 5, the education department and the housing associations to look at the current situation. Les Stewart from Connel Community Council suggested that a community group be set up for Connel and Benderloch too as it effects their area also.

Mr Harvey also asked the Committee what is being done about Dunbeg school to expand it as 25 more houses are to be built soon? He suggested that a new hall be built beside the kitchen in the school and this could be used by the community and school. He advised the present hall and community room could be developed into two class rooms. Councillor Robertson confirmed that she has spoken to the Head of Facility Services regarding this issue and there are no plans to replace the school at present but as Dunbeg expands this may have to be included in the capital programme.

Gwyneth Neal from Dunbeg Community Council emailed a list of questions to Councillor Robertson and asked for them to be raised at the meeting. The questions asked were:

- (i) Concern for Dunbeg Primary School and the expansion of the area. Will the Council guarantee the independence of this excellent facility which is at the heart of the Community.
- (ii) Care in the Community for the elderly and vulnerable.
- (iii) Fly tipping and car parking at the recycling area. Dog fouling is improving but still needs further pressure to prevent it.
- (iv) The green area adjacent to Kirk Road needs developing for older children.
- (v) The HIE building, still underdeveloped would make a good leisure centre and school for the expanding are.

- (vi) Car parking throughout the Village causes blockages to many roads but there is not enough space the existing vehicles.

The Chair confirmed these questions would be taken away and passed onto the appropriate officers to be answered and then taken back to the community group which is to be set up.

Marlyn MacInnes raised a concern in regard to the turn off into the village into Kirk Road. She advised that drivers are using this road at a fast speed when pedestrians are there and asked if sleeping policemen could be used on the road to slow cars down? The Chair advised that this item would be relevant to item 12(a) of the agenda.

Louise Lee, Oban Times, asked whether press and public would be excluded for consideration of item 13, Former Rockfield Primary School. She asked that she be able, as a journalist, to witness the Committee debate on this item. The Chair advised that consideration of a resolution to exclude members of the press and the public would be undertaken when the relevant point on the Agenda was reached.

Louise advised that the WF Media would like a response if this request for press to remain for consideration of excluded items was not accepted. The Area Committee Manager asked that Ms Lee provide a written note of her view on the matter and agreed to respond to such a note in writing.

Neil MacKay from Bid4 Oban asked the Committee when Oban would be providing improved safe 'step ashore' facilities for Cruise Ship passengers and would they be in place for 2015 when the Cunard's Queen Mary 2 and 'The World' vessels would be coming to Oban? The Chair confirmed that a step ashore facility for cruise ship passengers is being sought and that the Head of Economic Development and Strategic Transportation is hopeful for a summer installation as a pilot for a new facility berthing step ashore facility integrated into an expanded North Pier.

Neil MacKay asked for this thanks to be recorded to Martin Gorringe, Marine Operations Manager for all his help regarding Marine Operations in Oban.

5. ROAD TRAFFIC ISSUES

Unfortunately this item could not be discussed for a second time as Police Scotland were the only partners in attendance.

The Committee again unanimously noted their disappointment in the non-attendance and response from the Council's Roads Department, Transport Scotland and BEAR to address agenda item 5 – Road Traffic Issues.

6. OBAN HIGH SCHOOL ACHIEVEMENT REPORT 2014

Louise Lawson, Deputy Head at Oban High School presented a report to the Committee which provided a school profile 2014/2015 progress update as well as a statistical breakdown of achievements. This is the new format of reporting which is consistent across the whole of Argyll and Bute.

She spoke about the attendance, absence and exclusion figures, the SQA Performance and recognising wider achievement.

She invited the Committee on behalf of Peter Bain, the Head Teacher of Oban High School to the school for a tour and to ask any questions at that time.

Decision

The Committee noted the information provided and congratulated Oban High School on their report.

(Ref: Report by Head Teacher of Oban High School dated 11th February 2015, submitted).

7. ROADS REVENUE BUDGET 2014 TO 2015 - 3RD QUARTER UPDATE

A report advising Members of the Roads Revenue Budget position for the 3rd quarter of financial year 2014/15 was considered.

The report details that the overall roads maintenance budget for the 2014/25 year (excluding winter maintenance and costal protection) is £4,145,227 and the spend at the end of the third quarter of the financial year is £3,133,803; this equates to a 76% spend, with a 24% remaining for the last quarter of the financial year.

The Roads Performance Manager advised that the spend to date in Oban, Lorn and the Isles is £868,792 against an overall budget for the area of £1,150,200, i.e 76% spend to date.

Decision

The Committee noted the contents of the report.

(Ref: Report by Roads Performance Manager dated 20th January 2015, submitted).

8. KERRERA

A report setting out the position regarding a community led initiative to provide a link road connecting the communities of Kerrera was considered.

The Roads Performance Manager advised that the community intend to take forward a grant application to fund a link road and the Council have offered to provide a topographical survey which will assist any bid application process.

Decision

The Committee noted the contents of the report.

(Ref: Report by Head of Roads and Amenity Services dated February 2015, submitted).

9. OPEN QUESTION AND ANSWER SESSION

A report providing an update for Members on the open question and answer session for constituents in the Oban, Lorn and the Isles area, was considered.

Decision

The Committee noted the contents of the report.

(Ref: Report by Area Committee Manager dated 28th January 2015, submitted).

10. MEMBERSHIP OF THE OBAN, LORN AND THE ISLES AREA COMMUNITY PLANNING GROUP

A report providing an outline of the reserved terms of reference in relation to membership and asking the Committee to appoint Members to the Oban, Lorn and the Isles Area Community Planning Group was considered.

Decision

The Committee agreed to note the content of the report and to consider appointments to the Area Community Planning Group once Members had further time to consider the matter.

(Ref: Report by Area Committee Manager dated 30th January 2015, submitted).

11. PRESENTATION BY OBAN COMMUNITY TRUST

The Committee heard a presentation from Gordon MacNab and Eleanor MacKinnon from Oban Communities Trust.

They spoke about the proposition, phase 1, 2 and 3 proposals and the expected benefits.

Decision

The Committee noted the information provided and thanked Oban Community Trust for their presentation and Business Plan.

(Ref: Presentation by Oban Communities Trust dated 11th February 2015, submitted).

12. LORN ARC TAX INCREMENTAL FINANCING (TIF) ASSET PROJECT 1 - LORN ROAD/KIRK ROAD IMPROVEMENTS, DUNBEG - START UP PROJECT

(a) REPORT BY EXECUTIVE DIRECTOR OF DEVELOPMENT AND INFRASTRUCTURE SERVICES

A report outlining the background to the Lorn Arc Tax Incremental Financing (TIF) programme and requesting approval of a start-up budget to enable Project 1 – Lorn Road/Kirk Road Improvements at Dunbeg to be taken to full business case, was considered.

Decision

The Committee:

1. Noted the contents of the report;
2. Asked that a further report come to a Special Area Committee within the next 3 weeks to meet the Policy and Resources Committee timelines, with a breakdown of the costs of this project as a whole, further detail on each of the individual projects and a detailed explanation of how TIF funding is expected to work.

(Ref: Report by Oban Lorn Arc Regeneration Project Manager dated 11th February 2015, submitted).

Councillor Roddy McCuish having declared a non financial interest in the former Rockfield Primary School, left the room and took no part in the discussion of this item and took no part in the decision of passing resolution to exclude the press and public from the two remaining items. Councillor Elaine Robertson took Chair of the meeting.

Louise Lee from the Oban Times challenged the decision to remove the Press from item 13, former Rockfield Primary School. She asked that she be able to sit in on the Committee debate on this item. She asked if parts of the paper could be discussed without mentioning any sensitive commercial information. The Committee resolved to exclude the press and public for this item.

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 8&9 of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973.

(b) **APPENDIX 1**

The Committee agreed to defer this item until the Special Area Committee.

Councillor Neil MacIntyre having declared a non financial interest in the former Rockfield Primary School, left the room and took no part in the discussion of this item.

13. FORMER ROCKFIELD PRIMARY SCHOOL

The Committee considered a report from the Asset Manager on former Rockfield Primary School.

Decision

The Committee agreed the recommendations at 3.1 of the report.

(Ref: Report by Asset Manager dated 2nd February 2015, submitted).

Councillor Roddy McCuish and Neil MacIntyre returned to the meeting.

14. SNACK BAR SITE, GANAVAN SANDS CAR PARK, GANAVAN

The Committee considered a report by the Asset Manager on the Snack Bar Site at Ganavan Sands Car Park.

The Asset Manager updated the Committee on the current position with the snack bar site at McCaig Tower.

Decision

The Committee agreed the recommendations at 3.1 and 3.2 of the report.

(Ref: Report by Asset Manager dated 16th January 2015, submitted).

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**MINUTES of MEETING of OBAN LORN & THE ISLES AREA COMMITTEE held in the CORRAN
HALLS, OBAN
on WEDNESDAY, 25 FEBRUARY 2015**

Present:

Councillor Roddy McCuish (Chair)

Councillor Mary-Jean Devon

Councillor Alistair MacDougall

Councillor Neil MacIntyre

Councillor Iain S MacLean

Councillor Iain Angus MacDonald

Attending:

Fergus Murray, Head of Economic Development and Strategic
Transportation

Graeme Forrester, Area Committee Manager

Adrian Jackson-Stark, Oban Lorn Regeneration Project Manager

1. APOLOGIES

Apologies were received from Councillors Elaine Robertson and Duncan MacIntyre.

2. DECLARATIONS OF INTEREST

There were no declarations of interest intimated.

3. MEMBERSHIP OF THE OBAN, LORN AND THE ISLES AREA COMMUNITY PLANNING GROUP

A report asking the Area Committee to appoint a Member to the Oban, Lorn and the Isles Area Community Planning Group was considered.

Decision

The Area Committee agreed to appoint Councillor Neil MacIntyre to the Oban, Lorn and the Isles Area Community Planning Group.

(Ref: Report by the Area Committee Manager dated 30th January 2015, submitted).

4. LORN ARC TAX INCREMENTAL FINANCING (TIF) ASSET PROJECT 1 - LORN ROAD/KIRK ROAD IMPROVEMENTS, DUNBEG - START UP PROJECT**(a) REPORT BY EXECUTIVE DIRECTOR OF DEVELOPMENT AND INFRASTRUCTURE SERVICES**

A report outlining the background to the Lorn Arc TIF programme and requesting the approval of a start-up budget to enable Project 1 – Lorn Road/Kirk Road Improvements at Dunbeg to be taken to a full business

case, was considered.

This report was at the February Area Committee and the Area Committee asked for more information and for the report to be taken to a Special Area Committee.

Decision

The Committee:

1. Recommended that the Policy and Resources Committee approve the drawdown of borrowing for a total of £238,200 for the development of a Full Business Case for Lorn Arc Project 1 – Lorn Road/Kirk Road Improvements at Dunbeg. These resources will be held in a defined budget and managed as detailed in the Lorn Arc Programme PID.
2. Noted that the Full Business Case for Project 1 will be reported to a future OLI Area Committee and subsequent Policy and Resources Committee before moving to the implementation stage.

(Ref: Report by Oban Lorn Regeneration Project Manager dated 25th February 2015, submitted).

Louise Lee from the Oban Times challenged the decision to exclude the Public from item 4(b) and 4(c), Lorn Arc TIF Asset Project 1 – Lorn Road/Kirk Road Improvements, Dunbeg – Start up Project. She asked that she be able to sit in on the Committee debate on this item. She asked if parts of the paper could be discussed without mentioning any sensitive commercial information.

The Press decided to leave the room while the Committee took a decision.

Motion

That the Area Committee resolve to remove the press and public from the meeting for the remaining two items on the agenda as set out in the terms of Section 50A(4) of the Local Government (Scotland) Act 1973 to exclude the public for the following item of business on the grounds that it was likely to involve the disclosure of exempt information as defined in Paragraph 8&9 of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973.

Proposed: Councillor McCuish

Seconded: Councillor MacDougall

Amendment

That the questions submitted by Councillors MacLean and MacDonald be amended to seek any further detail on the financial business case which supports the Lorn Arc scheme, that the information provided to Members be limited only to further detail, on the financial business case which supports the Lorn Arc scheme, and that as such discussion could be undertaken without disclosing exempt information, the Press and Public should not be removed from the meeting.

Proposed: Councillor MacLean

Seconded: Councillor MacDonald

Decision

On a show of hands vote, the motion was carried by 4 votes to 2 and the Committee resolved accordingly.

Councillor MacLean asked that it be noted that the Committee received hard copies of the supplementary pack late. The Area Committee Manager advised that the supplementary pack had been circulated electronically in advance of hard copies been available.

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 8&9 of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973.

(b) **APPENDIX 1**

The Committee considered an appendix detailing the budgetary timescales.

Decision

The Committee noted the information provided.

(c) **SUPPLEMENTARY INFORMATION**

The Committee considered a report with supplementary information in regard to the Lorn Arc TIF Asset Project 1 – Lorn Road/Kirk Road Improvements, Dunbeg start up project.

Decision

The Committee unanimously agreed the recommendations at 3.1 of the report.

(Ref: Report by Oban Lorn Arc Regeneration Project Manager dated 25th February 2015, submitted).

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**MINUTES of MEETING of OBAN LORN & THE ISLES COMMUNITY SAFETY FORUM held in
the CORRAN HALLS, OBAN
on WEDNESDAY, 25 FEBRUARY 2015**

Present: Councillor Roddy McCuish (Chair)

Robert Cowper, Argyll and Bute Council
June Graham, Argyll and Bute Council
Kay McGhee, Argyll and Bute Council
Inspector Julie McLeish, Police Scotland
John Sweeney, Scottish Fire and Rescue
Bruce Emsley, NHS Highland
Murray Humphries, Loch Watch Loch Awe
Rita Campbell, Press and Journal
Russell Daniels, Stramash
Walter Burton, Oban Rotary Club

1. APOLOGIES

Apologies were received from:

Matthew Corns, Argyll and Bute Council
Fiona Scott, Argyll and Bute Council
Iain MacKinnon, Argyll and Bute Council
Sue Stefek, Argyll and Bute Council
Alex Taylor, Argyll and Bute Council
Verina Litster, Argyll and Bute Council
Mandy Sheridan, Argyll and Bute Council
Alex Purdie, Scottish Fire and Rescue
Iona MacPhail, ACHA
Dave Blezard, Outside Edge

Councillor McCuish, the new Chair of the Oban, Lorn and the Isles Community Safety Forum thanked Iain MacKinnon, Environmental Health Manager for Chairing the Forum until the Oban, Lorn and the Isles Area Committee elected a new Chair.

2. MINUTES

The Minutes of the previous Oban, Lorn and the Isles Community Safety Forum held on 26th November 2014 were approved as a correct record.

3. PARTNER UPDATES

(a) POLICE SCOTLAND

Inspector Julie McLeish updated the Forum on the future events which are happening in the town with the proposed strip the willow

dance on 2nd May, the Skerryvore Festival on 30th May, and Tíree Music Festival in July. She confirmed that she has been attending planning meetings for these events and will keep the forum updated in due course. The Chair asked if Police Scotland are planning to go round the houses at Mossfield to do a survey and advise them of what they can expect for the festival on 30th May. Inspector McLeish confirmed that there is another planning meeting next week for this event and a site visit and that this would be included in their events plan.

Inspector McLeish gave an update on the recorded crime figures from 1st February to 23rd February 2015. She advised that there have been a number of drug detections and house searches which has been a major issue in Oban but confirmed that 'Shop a Dealer' scheme has been an excellent help for police intelligence.

She spoke about road policing which is a concern for people in the area and confirmed that there has been one drunk driver detected.

Inspector McLeish advised that there has been an increase in lower level crimes such as vandalism and cars being stolen. She advised that there has been a recent issue in Mull with drivers leaving their cars open.

She updated the Forum on the rural based issues and confirmed that thefts have been a major problem with sheds being broken into and quad bikes etc stolen.

She advised that the crime prevention surveys are always available and an officer will be more than happy to conduct a house survey whenever this is requested.

Inspector McLeish confirmed that she is moving post to the Lochgilphead Office on 20th March and Sergeant Mark Stephen would be filling her post in Oban. The Chair wished Inspector McLeish all the best in her new post and thanked her for all her hard work in the Oban, Lorn and the Isles area and for their good working relationship.

(b) SCOTTISH FIRE AND RESCUE

John Sweeney from Scottish Fire and Rescue gave an update to the Forum on the Spring Season Action Plan. He advised that this is a busy time of the year and they deal with a number of grass fires over the Easter holidays. He confirmed they would be engaging with the community between 2nd March to 27th April to try and reduce the number of fires and hand out leaflets with information that will also help reduce the risk.

He updated the Forum on the Cut-it-Out event which is taking place in Oban High School in November for S6 students which is designed to introduce them to the dangers and consequences of bad driving. They advised the programme is aimed at young drivers and similar

aged young people who may be passengers within a vehicle to try and reduce the numbers of young people killed, injured or involved in road traffic crashes within the area. They advised that it has been identified that the 17-25 year old age group accounts for around 21% of all drivers killed. He advised that they have received good feedback from the school and pupils.

The Chair asked if the Scottish Fire and Rescue Action Plan is available on the website. John Sweeney confirmed it was and agreed to pass this information to the Senior Area Committee Assistant who would then distribute this information to the Community Planning Group distribution list. The Chair also asked where he could find call out statistics and John Sweeney advised that he would be able to get this information from their Media Officer.

(c) ARGYLL AND BUTE COUNCIL

Road Safety

June Graham, the Council's Road Safety Officer gave an update on the cycle training which they have undertaken at St Columba Salen Primary Schools and also Pedestrian Training delivered at Park Primary School.

She advised that the Scottish Biker Magazine has just been published with 10,000 copies printed and 4,000 of these copies would be coming to Argyll and Bute.

She confirmed that adult cycling training would be starting soon in Oban with 4 week sessions.

The Chair thanked the Road Safety Officer for all her hard work at Rockfield Primary School following the incident last year and is pleased to see that railings have been put up to help stop this happening in the future.

The Forum had a discussion on the cycle route from Ganavan to Dunbeg and the Chair asked who deals with the maintenance of this route. The Road Safety Officer agreed to look into this and let him know.

(d) NHS

Bruce Emsley from NHS Highland gave an update on the fire safety upgrade work which is commencing in Oban Hospital at the end of March in the wards but confirmed that there is a programme in place for the works.

The Chair asked if there is any room for expansion in the hospital for extra wards but Mr Emsley confirmed that there was no room and the hospice is now in Lynnside.

Murray Humphries asked who deals with the car park at the hospital

as there is a problem with staff parking in the parking bays which could become a problem in the case of an emergency. John Sweeney agreed to raise this issue with the Station Commander at Scottish Fire and Rescue and report back.

(e) **LOCHWATCH LOCH AWE**

Murray Humphries from Loch Watch Loch Awe advised there is currently no fishermen at the loch and is all very quiet at this time of the year but confirmed that they are currently preparing for the summer where they will have more use of the new boat. He advised that the boat is currently in the boat house as there was an issue with the mooring due to the bad weather but will be back in the water for the season starting.

4. PADDLE ARGYLL

Russell Daniels from Stramash updated the Forum on his role as the Paddle Development Coordinator and advised that this is delivered through Stramash, working in partnership with Argyll and Bute Council and funded through the Coastal Communities Fund.

He advised that most of the work to date has centred on the implementation of a sea kayak trail running from Oban to Helensburgh. He advised that the Argyll Sea Kayak Trail encompasses nine access points spread through the region, allowing for both stop off points when completing the entire trail, or somewhere to access the water for a day's activity. He confirmed that by including the Crinan Canal, the trail can cater for all paddlesport ability levels, further highlighting the breadth of opportunity within Argyll for paddlesports.

The Forum noted the information provided and the Chair thanked Mr Daniels for his interesting report.

5. AOCB

There was no other business intimated.

6. DATE OF NEXT MEETING

The Senior Area Committee Assistant agreed to circulate the dates for 2015/16 to the Oban, Lorn and the Isles Community Safety Forum.

**MINUTES of MEETING of OBAN COMMON GOOD FUND held in the CORRAN HALLS, OBAN
on FRIDAY, 20 MARCH 2015**

Present: Councillor Elaine Robertson (Chair)
Councillor Neil MacIntyre Councillor Iain A MacDonald

Attending: Graeme Forrester, Area Committee Manager
Andy Newiss, R A Clement Associates
Dugald Cameron, Church of Scotland

1. APOLOGIES

Apologies for absence were received from Councillor Alistair MacDougall and Marri Malloy, Chair of Oban Community Council.

The Chair ruled and the Trustees agreed to take the application dealt with at item 8(h) of this Minute as an urgent item so it falls within this financial year.

2. DECLARATIONS OF INTEREST

Dugald Cameron declared a non financial interest in item 8(d) of this Minute as he is a member of Oban Gaelic Choir. He stayed in the room and took no part in the discussion of this item.

3. MINUTES

(a) OBAN COMMON GOOD FUND - 28 NOVEMBER 2014

The Minutes of the previous Oban Common Good Fund held on 28th November 2014 were approved as a correct record.

The Chair asked if any correspondence had been received from Soroba Young Families Group. The Senior Area Committee Assistant confirmed that nothing further had been received.

(b) SPECIAL OBAN COMMON GOOD FUND - 14 JANUARY 2015

The Minutes of the Special Oban Common Good Fund held on 14th January 2015 were approved as a correct record.

4. CORRESPONDENCE

(a) OBAN WINTER FESTIVAL

The Trustees received a thank you letter from Oban Winter Festival for the award that the Oban Common Good Fund gave them.

Decision

The Trustees noted the information contained in the letter.

(b) OBAN HIGH SCHOOL NEW YORK EXPERIENCE

The Trustees received a thank you letter from Oban High School Music Department for the award that the Oban Common Good Fund gave them for their New York experience trip scheduled for April 2015.

Decision

1. The Trustees noted the information contained in the letter; and
2. The Senior Area Committee Assistant agreed to email a copy of the Oban Common Good Fund logo to the High School so they can add this to the banner which they will be showcasing on the Tartan Day Parade.

(c) OBAN SAILING CLUB

The Trustees considered a letter from Oban Sailing Club requesting to use the original grant money which was awarded for a single dinghy to now be used against purchasing 5, good quality, second hand dinghies, two of which will be named to recognise the support of the Fund.

Decision

The Trustees agreed to the request from Oban Sailing Club.

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.

5. END OF PROJECT MONITORING FORMS

(a) OBAN COMMUNITY PLAY PARK

The Trustees received an End of Project Monitoring report from Oban Community Playpark.

Decision

The Trustees noted the information contained in the report.

(b) OBAN WINTER FESTIVAL

The Trustees received an End of Project Monitoring report from Oban Winter Festival.

Decision

The Trustees noted the information contained in the report.

6. ACTUAL INCOME AND EXPENDITURE

A financial statement detailing the current position of investment transaction for the period 1st April 2014 to 20th March 2015 was considered.

Decision

The Trustees noted the information provided.

(Ref: Financial Statement by Andy Newiss, R A Clement Associates dated 20th March 2014, submitted).

7. OUTSTANDING COMMITMENTS

The Trustees noted the outstanding commitments to date and noted that there are now no outstanding commitments to the Oban Common Good Fund.

8. NEW APPLICATIONS

(a) APPLICATION SUMMARY

The Trustees noted the application summary for all new applications.

(b) WEST HIGHLAND YACHTING WEEK

The Trustees considered an application for financial assistance from West Highland Yachting Week for a 3 year funding grant.

Decision

The Trustees agreed to award the sum of £2,000 towards race entry fees and write to representatives of West Highland Yachting Week and advise them that a 3 year funding grant would take the Oban Common Good Fund beyond this Administration.

(c) HIGHLANDS AND ISLANDS MUSIC AND DANCE FESTIVAL

The Trustees considered an application for financial assistance from Highlands and Islands Music and Dance Festival.

Decision

The Trustees agreed to disperse £2,000.

(d) OBAN GAELIC CHOIR

The Trustees considered an application for financial assistance from

Oban Gaelic Choir.

Decision

The Trustees agreed to disperse £2,000.

(e) **LORN LADIES SHINTY CLUB**

The Trustees considered an application for financial assistance from Lorn Ladies Shinty Club.

Decision

The Trustees agreed to disperse £1,400.

(f) **OBAN COMMUNITIES TRUST**

The Trustees considered an application for financial assistance from Oban Communities Trust.

There was a discussion regarding the current status of the acquisition of the former Rockfield Primary School by Oban Communities Trust

Decision

The Trustees agreed to disperse £5,000, subject to acquisition of the former Rockfield Primary School.

(g) **THE ARGYLLSHIRE GATHERING**

The Trustees considered an application for financial assistance from the Argyllshire Gathering.

Decision

The Trustees agreed to disperse £1,500.

(h) **OBAN FENCING CLUB**

The Trustees considered an application for financial assistance from Oban Fencing Club.

Decision

The Trustees agreed to disperse £500.

9. DATE OF NEXT MEETINGS

It was agreed that the Senior Area Committee Assistant would circulate possible dates for consideration to the Trustees for the next meeting and workshop in May.

The Trustees had a discussion on the Oban Common Good Fund logo and suggested that a new logo be made. The Area Committee Manager agreed to look into this and report back to the Trustees.

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ARGYLL AND BUTE COUNCIL**OBAN, LORN AND THE
ISLES AREA COMMITTEE****COMMUNITY SERVICES****15 April 2015**

THIRD SECTOR GRANTS 2014/15

1.0 SUMMARY

- 1.1 This report details recommendations for the award of Third Sector Grants (including Events and Festivals) to Third Sector organisations for Oban, Lorn and the Isles.
- 1.2 Applications are considered twice yearly in April and August. Decision on this application was deferred from the April committee for more information.
- 1.3 The total Third Sector Grant budget made available by the Council for allocation in Oban, Lorn and the Isles for 2014/15 is £35,000.
- 1.4 The Area Committee agreed to an upper limit of £4,000 to any one organisation in any one financial period, unless there are exceptional circumstances.
- 1.5 A minimum of £5000 should be carried forward for allocation at the Area Committee meeting in August.
- 1.6 Twenty four applications have been received, 6 of which are for Events and Festivals. 2 applications were ineligible.
- 1.7 A request has been received from the Aros Hall Committee that members give consideration to granting a carry forward of their 2014/15 award which they were unable to spend in its entirety. This was due to an unforeseen hall closure as a result of structural damage. The hall has reopened and they are now in a position to spend their award.

2.0 RECOMMENDATIONS

- 2.1 The 19 organisations listed below are awarded funding from the Third Sector Grants budget with three being carried forward for consideration in Round 2.
- 2.2 Those organisations that have received funding for the two previous years or more should not be awarded more than the amount they received in 2014/15 unless increased developmental aspects are detailed in the application. These repeat applicants may be subject to a 20% reduction on the previous year's

allocation. This is to reduce applicants' dependency on Council grants and encourage fundraising and income generation initiatives.

- 2.3 Where possible, and if appropriate, new applicants should receive all or most of the amount requested (up to 50% total project costs), unless a very large amount of funding is sought.
- 2.4 Grants will only be awarded pending receipt of the correct paperwork; an approved financial check; and an End of Project monitoring form (if a grant was awarded in previous year).
- 2.5 That the Aros Hall Committee be permitted to carry forward £1,356.50 to be spent on the original application purpose within the 2015/16 financial year.

Ref No	Organisation	Grant Award 2013	Grant Award 2014	Total Project	Amount Requested	Recommendation
1	Argyll and Bute Youth Forum *	£250	n/a	£4,760	£1,000	£200
2	Argyll Voluntary Action (Oban Link Club)	New	New	£6,000	£3,000	£2,700
3	Bid4Oban *	n/a	n/a	£12,050	£3,450	£1,700
4	Bridge of Orchy Village Hall Trust	new	new	£10,643.24	£4,000	£2,000
5	Cathedral Church of St John the Divine	New	New	£10,000	£4,000	£3,000
6	Coisir Ghaidlig Taigh an Uillt	£135	£0	£540	£270	Consider in round 2
7	Crossroads (North Argyll)	n/a	n/a	£8,000	£4,000	Consider in round 2
8	Dalavich Improvement Group	n/a	n/a	£3,526	£1,763	£1,500
9	Glenorchy & Innishail Community Orchard and Woodland Garden	n/a	£390	£4,328.07	£1,894	£1,000
10	Highlands and Islands Music and Dance Festival *	£4,000	£1,500	£40,100	£4,000	£1,500
11	Iona Village Hall *	n/a	£2,600	£13,650	£2,470	£1,500
12	Isle of Mull Riding for the Disabled	New	New	£3,010	£1,505	£1,200
13	Luing Social Committee	£0	£170	£915	£457.50	£250
14	MacDougall of Dunollie Preservation Trust	n/a	£2,500	£2,831	£1,415	Consider in round 2

15	Mendelssohn on Mull	n/a	£3,000	£46,740	£3,000	£2,000
16	Mull Runners *	New	New	£7,240	£740	£650
17	Oban Communities Trust (Rockfield Project)	New	New	£23,517	£4,000	£3,600
18	Ross of Mull and Iona Community Transport Scheme	New	New	£1,130	£565	£500
19	Tiree Community Development Trust	na	na	£7,682	£3,682	£1,800
20	Tiree Music Festival *	£2,707	£2,000	£10,650	£3,000	£1,500
21	Tiree Resource Club	£1,233	£3,000	£25,500	£4,000	£2,000
22	Tobermory Marine Exhibition/Aquarium	na	£1,300	£9,980	£3,979	£2,000

3. DETAIL

Ref No	Organisation	Rationale for grant allocation
1	Argyll and Bute Youth Forum *	Bi-annual event to celebrate youth achievement. The event will help to combat the negative image that many young people suffer from and it involves them in learning new skills as they work on the planning and delivery.
2	Argyll Voluntary Action (Oban Link Club)	This organisation has taken a lead role in developing a Link Club in Oban, establishing a service that is available in other areas of Argyll and Bute. The organisation has worked in partnership with a range of partner agencies and service users to develop this club and when members are ready, will continue to support them to take an active part in running the club.
3	Bid4Oban *	This is a new pipe band event in Oban – a one-off award is recommended to support the endeavour. However, the organisation needs to plan for on-going sustainability.
4	Bridge of Orchy Village Hall Trust	The group have embarked on an ambitious project to improve the condition of the hall which combines external funding for improvements with the use of local volunteers and community organised events. Bridge of Orchy are a small fragile community and I agree that the refurbishment and reopening of their village hall is essential to building a stronger community. However, the costs are for commercial kitchen equipment but the business case for this is as yet unproven.
5	Cathedral Church of St John the Divine	This project aims to redevelop a listed building, combining improvements to the fabric of the building, with reconfiguring the space to make it more suitable for community and performance use.
6	Coisir Ghaidlig Taigh an Uillt	The project is to provide Gaelic workshops for choir members. It is recommended this application is carried forward to the second round for consideration in August
7	Crossroads (North Argyll)	This activity supports physical activity for older people in the community to promote a healthy, active lifestyle. It is recommended that this is carried forward for consideration in round 2.

8	Dalavich Improvement Group	A community action plan would enable the group to focus on identified community need – it would provide the opportunity for the whole community to influence the priorities and develop actions to address local issues. It would also provide a prioritisation for spend from any community renewables project grants scheme.
9	Glenorchy & Innishail Community Orchard and Woodland Garden	This project will increase the accessibility of a community space, creating greater opportunities for participation.
10	Highlands and Islands Music and Dance Festival *	The Festival has a significant economic impact on the local area, measured using Visit Scotland and Event Scotland figures and indicators. It encourages the participation of young people in traditional music and dance and is aiming to increase local participation by creating a Fringe programme the community can enjoy.
11	Iona Village Hall *	The organisation is looking for a small contribution towards their second festival. The pilot event last year was supported and went well – a contribution is recommended however, the group should receive support to consider other funding opportunities available to them for 2016/17.
12	Isle of Mull Riding for the Disabled	This project will establish a Riding for the Disabled Association on Mull and prevent members of the community having to travel to Oban, or not being able to access this activity. The project is being provided in partnership with a local riding school which will keep costs minimal. A start-up grant is recommended.
13	Luing Social Committee	This group have been running social activities on the island for some time – with a new facility due to open on Luing it may be that a higher level of community activities will be available during the Winter in the future however a recommendation for award is made for this year.
14	MacDougall of Dunollie Preservation Trust	The activities programme offers a range of learning opportunities at no charge to community members and educational groups. It is recommended that this is carried forward for consideration in Round 2.
15	Mendelssohn on Mull	The provision of year round music tuition for young people on Mull was kickstarted last year with assistance from the Third Sector Grants – an award to assist the growth aspect of the project is recommended.
16	Mull Runners *	This application is for assistance to modernise and upgrade the Mull Half Marathon to enable it to accommodate and attract competitors from outwith the area, as well as the local community.
17	Oban Communities Trust (Rockfield Project)	This organisation have taken on an ambitious regeneration project however the project applied for focuses on a community learning project and the development of volunteering. This application would match other grant funding and enable the project to progress.
18	Ross of Mull and Iona Community Transport Scheme	This application is to carry out work on one of the community transport vehicles, including signage but did not score well in the sustainability section. However, the recommendation is that an award is made and that support to develop impact monitoring and improve their funding applications is offered.
19	Tiree Community Development Trust	The series of events are mainly aimed at activities in the Winter months when the island is particularly isolated. The Summer event is the annual Trust community / open day which brings residents together to discuss and influence projects taking place across the island.
20	Tiree Music Festival *	This grant would allow the organisation to address a need identified from last year's event feedback, promote local produce food providers and contribute to their sustainability policy.

21	Tiree Resource Club	This organisation provide an important service that supports elderly people on the island however, there is a concern that they are relying on the Third Sector Grants for core running costs.
22	Tobermory Marine Exhibition/Aquarium	The Marine Exhibition has undergone a major refurbishment to improve its provision and increase its attractiveness to both visitors and the local community. This project would offer the opportunity for a young graduate to gain experience and develop more community volunteering opportunities.

4.0 CONCLUSION

4.1 All organisations have been contacted and grant applications assessed.

5.0 IMPLICATIONS

- 5.1 Policy: None
- 5.2 Financial: As per area budget allocation.
- 5.3 Legal: None
- 5.4 HR: None
- 5.5 Equalities Consistent with the Equal Opportunities policy of Argyll and Bute Council.
- 5.6 Risk: Monitoring of the process will minimise any risk to the Council
- 5.7 Customer Service: None

6.0 APPENDICES

6.1 Officer assessment reports submitted.

Audrey Baird
Acting Professional Lead - Community Development

Insert date

For further information contact: Laura Macdonald, Community Development Officer for Oban, Lorn and the Isles. Tel No 01631 567944.

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ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals****1 Details**

Name of Assessing Officer	Antonia Baird	
Name of Organisation	Argyll and Bute Youth Forum	
Contact Person in Organisation	Gene Palmer	
Have you contacted/visited the organisation to assess this application?	Contacted <input checked="" type="checkbox"/> Visited	
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.		
Name:	Designation:	
Third Sector <input type="checkbox"/>	Events and Festivals <input checked="" type="checkbox"/>	
a) Grant requested from A & B Council?	£250	
b) Grant awarded last year?	n/a	
c) Total Project cost?	£4,760	
d) How much coming from own resources?	£1,000	
e) How much coming from other agencies?	£2,760	
f) Grant Recommendation	£200	
Reason for grant:	<i>(Please be specific as this will inform the subsequent contract)</i> An awards ceremony to celebrate youth achievement and bring young people together to create something exciting and positive.	
Please tick which of the following is being addressed:		
a)	Addressing Social Inclusion	<input checked="" type="checkbox"/>
b)	Alleviation of rural isolation	<input checked="" type="checkbox"/>
c)	Community Capacity Building	<input checked="" type="checkbox"/>
d)	Enhancement of quality of life for residents and visitors	<input type="checkbox"/>
e)	Positive impact on local communities	<input checked="" type="checkbox"/>
f)	Improvement of health and wellbeing	<input type="checkbox"/>
g)	Positive impact on the local environment	<input type="checkbox"/>
Have you received an end of project report for the previous grant award? Yes No		
If No, please give a reason		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary		
The event will help to combat the negative image that many young people suffer from and it involves them in learning new skills as they work on the planning and delivery.		
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?		

2 Financial Check – Have you checked the Organisation is:

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

3 General Criteria

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

4 Policy and Procedures

a)	If relevant, is the organisation compliant with Protection of Vulnerable Groups (Scotland) Act 2007? If No, can you refer to Children and Families Section, Social Work?	Yes x	No
b)	Clear recruitment policies	Yes	No
c)	On-going training and support for volunteers	Yes	No
d)	A code of conduct for staff and volunteers	Yes	No
e)	A Code of Good Practice	Yes	No
f)	An Equal Opportunities Policy	Yes	No
g)	A Policy for Managing Confidential Information	Yes	No
h)	Grievance Procedure for staff and volunteers	Yes	No
i)	A Disciplinary Procedure for staff and volunteers	Yes	No

Comments :

This project is applying for 25% of the funding from each area as it is an Argyll wide project. The figures for (a) and (f) above reflect this percentage, while those at (b) to (e) reflect the total costs.

Signed:**Date: 12/03/2015**

ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**2 Details

Name of Assessing Officer	Laura Macdonald	
Name of Organisation	Argyll Voluntary Action	
Contact Person in Organisation	Kirsten Johnston	
Have you contacted/visited the organisation to assess this application?	Contacted <input checked="" type="checkbox"/> Visited	
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.		
Name:	Designation:	
Third Sector <input checked="" type="checkbox"/>	Events and Festivals <input type="checkbox"/>	
a) Grant requested from A & B Council?	£3,000	
b) Grant awarded last year?	n/a	
c) Total Project cost?	£6,000	
d) How much coming from own resources?	£3,000	
e) How much coming from other agencies?	n/a	
f) Grant Recommendation	£2,700	
Reason for grant:	<i>Running costs of newly established Link Club</i>	
Please tick which of the following is being addressed:		
a)	Addressing Social Inclusion	<input checked="" type="checkbox"/>
b)	Alleviation of rural isolation	<input type="checkbox"/>
c)	Community Capacity Building	<input type="checkbox"/>
d)	Enhancement of quality of life for residents and visitors	<input type="checkbox"/>
e)	Positive impact on local communities	<input type="checkbox"/>
f)	Improvement of health and wellbeing	<input checked="" type="checkbox"/>
g)	Positive impact on the local environment	<input type="checkbox"/>
Have you received an end of project report for the previous grant award? n/a		
If No, please give a reason		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary		
This organisation has taken a lead role in developing a Link Club in Oban, establishing a service that is available in other areas of Argyll and Bute. The organisation has worked in partnership with a range of partner agencies and service users to develop this club and when members are ready, will continue to support them to take an active part in running the club.		
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?		
n/a		

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	Yes	No
b)	Fully constituted	Yes	No
c)	Has submitted a bank statement for all bank/savings accounts	Yes	No
d)	Has submitted audited/signed accounts (or signed financial projections if a new group).	Yes	No
e)	Within 50% of the costs for the project/activity	Yes	No

3 General Criteria

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

4 Policy and Procedures

a)	If relevant, is the organisation compliant with Protection of Vulnerable Groups (Scotland) Act 2007? If No, can you refer to Children and Families Section, Social Work?	Yes	No
b)	Clear recruitment policies	Yes	No
c)	On-going training and support for volunteers	Yes	No
d)	A code of conduct for staff and volunteers	Yes	No
e)	A Code of Good Practice	Yes	No
f)	An Equal Opportunities Policy	Yes	No
g)	A Policy for Managing Confidential Information	Yes	No
h)	Grievance Procedure for staff and volunteers	Yes	No
i)	A Disciplinary Procedure for staff and volunteers	Yes	No

Comments :

Signed: Laura Macdonald

Date: 21/02/2015

ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals****3 Details**

Name of Assessing Officer	Laura Macdonald	
Name of Organisation	BID4Oban	
Contact Person in Organisation	Neil McKay	
Have you contacted/visited the organisation to assess this application?	Contacted <input checked="" type="checkbox"/> Visited	
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.		
Kevin Baker – Community and Culture and Iain MacKinnon – Lorn Events Team have both been notified of the application		
Third Sector	<input type="checkbox"/>	Events and Festivals
a) Grant requested from A & B Council?	£3,450	
b) Grant awarded last year?	n/a	
c) Total Project cost?	£12,050	
d) How much coming from own resources?	£4,500	
e) How much coming from other agencies?	£4,100	
f) Grant Recommendation	£1,700	
Reason for grant:	<i>To establish a new pipe band competition in Oban</i>	
Please tick which of the following is being addressed:		
a)	Addressing Social Inclusion	
b)	Alleviation of rural isolation	
c)	Community Capacity Building	
d)	Enhancement of quality of life for residents and visitors	<input checked="" type="checkbox"/>
e)	Positive impact on local communities	
f)	Improvement of health and wellbeing	
g)	Positive impact on the local environment	
Have you received an end of project report for the previous grant award? n/a		
If No, please give a reason		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary		
This is a new pipe band event in Oban – a one-off award is recommended to support the endeavour. However, the organisation needs to plan for on-going sustainability.		
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?		
n/a		

2 Financial Check – Have you checked the Organisation is:

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

3 General Criteria

a)	Is the activity non-political?	Yes	√	No
b)	Is the project consistent with Council objectives?	Yes	√	No
c)	Does the project have open membership?	Yes	√	No
d)	Have sponsorship agreements been checked?	Yes	√	No
e)	How many people overall will benefit from this grant?	2,290 (inc. spectators)		
f)	Is the organisation well established?	Yes	√	No
g)	Have you identified any training needs for the organisations committee or volunteers?	Yes	No	√
h)	Does the organisation have volunteer training in place?	Yes	No	
i)	Have you confidence in their ability to deliver a service?	Yes	√	No

4 Policy and Procedures

a)	If relevant, is the organisation compliant with Protection of Vulnerable Groups (Scotland) Act 2007? If No, can you refer to Children and Families Section, Social Work?	n/a		
b)	Clear recruitment policies	Yes	No	
c)	On-going training and support for volunteers	Yes	No	
d)	A code of conduct for staff and volunteers	Yes	No	
e)	A Code of Good Practice	Yes	No	
f)	An Equal Opportunities Policy	Yes	No	
g)	A Policy for Managing Confidential Information	Yes	No	
h)	Grievance Procedure for staff and volunteers	Yes	No	
i)	A Disciplinary Procedure for staff and volunteers	Yes	No	
Comments :				

Signed: Laura Macdonald

Date: 21/02/2015

ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**4 **Details**

Name of Assessing Officer	Laura Macdonald	
Name of Organisation	Bridge of Orchy Village Hall Trust	
Contact Person in Organisation	Lucy MacDonald	
Have you contacted/visited the organisation to assess this application?	Contacted Visited <input checked="" type="checkbox"/>	
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.		
Name:	Designation:	
Third Sector <input checked="" type="checkbox"/>	Events and Festivals <input type="checkbox"/>	
a) Grant requested from A & B Council?	£4,000	
b) Grant awarded last year?	n/a	
c) Total Project cost?	£10,643.24	
d) How much coming from own resources?	£6,643.24	
e) How much coming from other agencies?	n/a	
f) Grant Recommendation	£2,000	
Reason for grant:	<i>Equipping kitchen as part of major improvement works to the hall.</i>	
Please tick which of the following is being addressed:		
a)	Addressing Social Inclusion	<input checked="" type="checkbox"/>
b)	Alleviation of rural isolation	<input checked="" type="checkbox"/>
c)	Community Capacity Building	<input checked="" type="checkbox"/>
d)	Enhancement of quality of life for residents and visitors	<input checked="" type="checkbox"/>
e)	Positive impact on local communities	<input checked="" type="checkbox"/>
f)	Improvement of health and wellbeing	<input type="checkbox"/>
g)	Positive impact on the local environment	<input type="checkbox"/>
Have you received an end of project report for the previous grant award? n/a		
If No, please give a reason		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary		
The group have embarked on an ambitious project to improve the condition of the hall which combines external funding for improvements with the use of local volunteers and community organised events. Bridge of Orchy are a small fragile community and I agree that the refurbishment and reopening of their village hall is essential to building a stronger community.		
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?		
n/a		

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	Yes	No
b)	Fully constituted	Yes	√ No
c)	Has submitted a bank statement for all bank/savings accounts	Building society pass book produced	
d)	Has submitted audited/signed accounts (or signed financial projections if a new group).	Yes	No
e)	Within 50% of the costs for the project/activity	Yes	√ No

3 General Criteria

a)	Is the activity non-political?	Yes	√	No
b)	Is the project consistent with Council objectives?	Yes	√	No
c)	Does the project have open membership?	Yes	√	No
d)	Have sponsorship agreements been checked?	Yes		No
e)	How many people overall will benefit from this grant?	55 locals plus estimated 1,500 visitors		
f)	Is the organisation well established?	Yes	√	No
g)	Have you identified any training needs for the organisations committee or volunteers?	Yes	√	No
h)	Does the organisation have volunteer training in place?	Yes	No	√
i)	Have you confidence in their ability to deliver a service?	Yes	√	No

4 Policy and Procedures

a)	If relevant, is the organisation compliant with Protection of Vulnerable Groups (Scotland) Act 2007? If No, can you refer to Children and Families Section, Social Work?	n/a		
b)	Clear recruitment policies	Yes	No	√
c)	On-going training and support for volunteers	Yes	No	√
d)	A code of conduct for staff and volunteers	Yes	No	√
e)	A Code of Good Practice	Yes	No	√
f)	An Equal Opportunities Policy	Yes	No	√
g)	A Policy for Managing Confidential Information	Yes	No	√
h)	Grievance Procedure for staff and volunteers	Yes	No	√
i)	A Disciplinary Procedure for staff and volunteers	Yes	No	√

Comments :

Signed: Laura Macdonald

Date: 21/02/2015

ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**5 Details

Name of Assessing Officer	Laura Macdonald	
Name of Organisation	Coisir Ghaidlig Taigh and Uilt	
Contact Person in Organisation	Mary Stone	
Have you contacted/visited the organisation to assess this application?	Contacted <input checked="" type="checkbox"/> Visited	
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.		
Name:	Designation:	
Third Sector <input checked="" type="checkbox"/>	Events and Festivals <input type="checkbox"/>	
a) Grant requested from A & B Council?	£270	
b) Grant awarded last year?	£60 Carry over from 13/14 authorised	
c) Total Project cost?	£540	
d) How much coming from own resources?	£170	
e) How much coming from other agencies?	£100	
f) Grant Recommendation	Consider in Round 2	
Reason for grant:	<i>(Please be specific as this will inform the subsequent contract)</i>	
Please tick which of the following is being addressed:		
a)	Addressing Social Inclusion	<input type="checkbox"/>
b)	Alleviation of rural isolation	<input type="checkbox"/>
c)	Community Capacity Building	<input type="checkbox"/>
d)	Enhancement of quality of life for residents and visitors	<input type="checkbox"/>
e)	Positive impact on local communities	<input type="checkbox"/>
f)	Improvement of health and wellbeing	<input type="checkbox"/>
g)	Positive impact on the local environment	<input type="checkbox"/>
Have you received an end of project report for the previous grant award? Yes No		
If No, please give a reason		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary		
It is recommended this application is carried forward for consideration in round 2		
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?		

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	Yes	No
b)	Fully constituted	Yes	√ No
c)	Has submitted a bank statement for all bank/savings accounts	Yes	No
d)	Has submitted audited/signed accounts (or signed financial projections if a new group).	Yes	√ No
e)	Within 50% of the costs for the project/activity	Yes	√ No

3 General Criteria

a)	Is the activity non-political?	Yes	√	No
b)	Is the project consistent with Council objectives?	Yes	√	No
c)	Does the project have open membership?	Yes	√	No
d)	Have sponsorship agreements been checked?	Yes		No
e)	How many people overall will benefit from this grant?	21		
f)	Is the organisation well established?	Yes	√	No
g)	Have you identified any training needs for the organisations committee or volunteers?	Yes		No √
h)	Does the organisation have volunteer training in place?	Yes		No √
i)	Have you confidence in their ability to deliver a service?	Yes	√	No

4 Policy and Procedures

a)	If relevant, is the organisation compliant with Protection of Vulnerable Groups (Scotland) Act 2007? If No, can you refer to Children and Families Section, Social Work?	n/a		
b)	Clear recruitment policies	Yes		No
c)	On-going training and support for volunteers	Yes		No
d)	A code of conduct for staff and volunteers	Yes		No
e)	A Code of Good Practice	Yes		No
f)	An Equal Opportunities Policy	Yes		No
g)	A Policy for Managing Confidential Information	Yes		No
h)	Grievance Procedure for staff and volunteers	Yes		No
i)	A Disciplinary Procedure for staff and volunteers	Yes		No
Comments :				

Signed: Laura Macdonald

Date: 21/02/2015

ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**6 Details

Name of Assessing Officer	Laura Macdonald	
Name of Organisation	Crossroads North Argyll	
Contact Person in Organisation	Bette Hunter	
Have you contacted/visited the organisation to assess this application?	Contacted <input checked="" type="checkbox"/> Visited	
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.		
Name:	Designation:	
Third Sector <input checked="" type="checkbox"/>	Events and Festivals <input type="checkbox"/>	
a) Grant requested from A & B Council?	£4,000	
b) Grant awarded last year?	n/a	
c) Total Project cost?	£8,000	
d) How much coming from own resources?	£3,500	
e) How much coming from other agencies?	£500	
f) Grant Recommendation	Consider in Round 2	
Reason for grant:	<i>Running costs for Fitness and Laughter group</i>	
Please tick which of the following is being addressed:		
a)	Addressing Social Inclusion	<input checked="" type="checkbox"/>
b)	Alleviation of rural isolation	<input type="checkbox"/>
c)	Community Capacity Building	<input type="checkbox"/>
d)	Enhancement of quality of life for residents and visitors	<input type="checkbox"/>
e)	Positive impact on local communities	<input type="checkbox"/>
f)	Improvement of health and wellbeing	<input checked="" type="checkbox"/>
g)	Positive impact on the local environment	<input type="checkbox"/>
Have you received an end of project report for the previous grant award? Yes No		
If No, please give a reason		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary		
This activity supports physical activity for older people in the community to promote a healthy, active lifestyle. It is recommended that this is carried forward for consideration in round 2.		
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?		

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	Yes	No
b)	Fully constituted	Yes	No
c)	Has submitted a bank statement for all bank/savings accounts	Yes	No
d)	Has submitted audited/signed accounts (or signed financial projections if a new group).	Yes	No
e)	Within 50% of the costs for the project/activity	Yes	No

3 General Criteria

a)	Is the activity non-political?	Yes	No
b)	Is the project consistent with Council objectives?	Yes	No
c)	Does the project have open membership?	Yes	No
d)	Have sponsorship agreements been checked?	Yes	No
e)	How many people overall will benefit from this grant?	10 - 14	
f)	Is the organisation well established?	Yes	No
g)	Have you identified any training needs for the organisations committee or volunteers?	Yes	No
h)	Does the organisation have volunteer training in place?	Yes	No
i)	Have you confidence in their ability to deliver a service?	Yes	No

4 Policy and Procedures

a)	If relevant, is the organisation compliant with Protection of Vulnerable Groups (Scotland) Act 2007? If No, can you refer to Children and Families Section, Social Work?	Yes	No
b)	Clear recruitment policies	Yes	No
c)	On-going training and support for volunteers	Yes	No
d)	A code of conduct for staff and volunteers	Yes	No
e)	A Code of Good Practice	Yes	No
f)	An Equal Opportunities Policy	Yes	No
g)	A Policy for Managing Confidential Information	Yes	No
h)	Grievance Procedure for staff and volunteers	Yes	No
i)	A Disciplinary Procedure for staff and volunteers	Yes	No

Comments :

Signed: Laura Macdonald**Date: 21/02/2015**

ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**7 Details

Name of Assessing Officer	Laura Macdonald	
Name of Organisation	Dalavich Improvement Group	
Contact Person in Organisation	Chrissie Sugden	
Have you contacted/visited the organisation to assess this application?	Contacted <input checked="" type="checkbox"/> Visited	
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.		
Name:	Designation:	
Third Sector <input checked="" type="checkbox"/>	Events and Festivals <input type="checkbox"/>	
a) Grant requested from A & B Council?	£1,763	
b) Grant awarded last year?	n/a	
c) Total Project cost?	£3,526	
d) How much coming from own resources?	n/a	
e) How much coming from other agencies?	£1,763	
f) Grant Recommendation	£1,500	
Reason for grant:	<i>To carry out a community consultation and develop a community action plan that can be taken forward by the group, ensuring that work carried out addresses locally identified need and encouraging more local involvement in project work.</i>	
Please tick which of the following is being addressed:		
a)	Addressing Social Inclusion	
b)	Alleviation of rural isolation	
c)	Community Capacity Building	<input checked="" type="checkbox"/>
d)	Enhancement of quality of life for residents and visitors	
e)	Positive impact on local communities	<input checked="" type="checkbox"/>
f)	Improvement of health and wellbeing	
g)	Positive impact on the local environment	
Have you received an end of project report for the previous grant award? n/a		
n/a		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary		
A community action plan would enable the group to focus on identified community need – it would provide the opportunity for the whole community to influence the priorities and develop actions to address local issues. It would also provide a prioritisation for spend from any community renewables project grants scheme.		
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?		

n/a

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	Yes	No
b)	Fully constituted	Yes	√ No
c)	Has submitted a bank statement for all bank/savings accounts	Yes	√ No
d)	Has submitted audited/signed accounts (or signed financial projections if a new group).	Yes	√ No
e)	Within 50% of the costs for the project/activity	Yes	√ No

3 General Criteria

a)	Is the activity non-political?	Yes	√	No
b)	Is the project consistent with Council objectives?	Yes	√	No
c)	Does the project have open membership?	Yes	√	No
d)	Have sponsorship agreements been checked?	Yes	√	No
e)	How many people overall will benefit from this grant?	155		
f)	Is the organisation well established?	Yes	√	No
g)	Have you identified any training needs for the organisations committee or volunteers?	Yes	No	√
h)	Does the organisation have volunteer training in place?	Yes	No	√
i)	Have you confidence in their ability to deliver a service?	Yes	√	No

4 Policy and Procedures

a)	If relevant, is the organisation compliant with Protection of Vulnerable Groups (Scotland) Act 2007? If No, can you refer to Children and Families Section, Social Work?	n/a		
b)	Clear recruitment policies	Yes	No	
c)	On-going training and support for volunteers	Yes	No	
d)	A code of conduct for staff and volunteers	Yes	No	
e)	A Code of Good Practice	Yes	No	
f)	An Equal Opportunities Policy	Yes	No	
g)	A Policy for Managing Confidential Information	Yes	No	
h)	Grievance Procedure for staff and volunteers	Yes	No	
i)	A Disciplinary Procedure for staff and volunteers	Yes	No	

Comments :

Signed: Laura Macdonald**Date: 25/02/2015**

ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**8 Details

Name of Assessing Officer	Laura Macdonald	
Name of Organisation	Glenorchy & Innishail Community Orchard	
Contact Person in Organisation	Kate Craig	
Have you contacted/visited the organisation to assess this application?	Contacted <input checked="" type="checkbox"/> Visited	
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.		
Name:	Designation:	
Third Sector <input checked="" type="checkbox"/>	Events and Festivals <input type="checkbox"/>	
a) Grant requested from A & B Council?	£1,894	
b) Grant awarded last year?	£390	
c) Total Project cost?	£3,788.07	
d) How much coming from own resources?	£328.07	
e) How much coming from other agencies?	£1,566	
f) Grant Recommendation	£1,000	
Reason for grant:	Creating raised beds, seating and better access to garden for people with disabilities	
Please tick which of the following is being addressed:		
a)	Addressing Social Inclusion	<input checked="" type="checkbox"/>
b)	Alleviation of rural isolation	<input type="checkbox"/>
c)	Community Capacity Building	<input type="checkbox"/>
d)	Enhancement of quality of life for residents and visitors	<input checked="" type="checkbox"/>
e)	Positive impact on local communities	<input type="checkbox"/>
f)	Improvement of health and wellbeing	<input checked="" type="checkbox"/>
g)	Positive impact on the local environment	<input checked="" type="checkbox"/>
Have you received an end of project report for the previous grant award? Yes No		
If No, please give a reason		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary		
This project will increase the accessibility of a community space, creating greater opportunities for participation.		
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?		
n/a		

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	Yes	No
b)	Fully constituted	Yes	No ✓
c)	Has submitted a bank statement for all bank/savings accounts	Yes	No
d)	Has submitted audited/signed accounts (or signed financial projections if a new group).	Yes	No ✓
e)	Within 50% of the costs for the project/activity	Yes	No ✓

3 General Criteria

a)	Is the activity non-political?	Yes	No ✓
b)	Is the project consistent with Council objectives?	Yes	No ✓
c)	Does the project have open membership?	Yes	No ✓
d)	Have sponsorship agreements been checked?	Yes	No ✓
e)	How many people overall will benefit from this grant?	100	
f)	Is the organisation well established?	Yes	No ✓
g)	Have you identified any training needs for the organisations committee or volunteers?	Yes	No ✓
h)	Does the organisation have volunteer training in place?	Yes	No ✓
i)	Have you confidence in their ability to deliver a service?	Yes	No ✓

4 Policy and Procedures

a)	If relevant, is the organisation compliant with Protection of Vulnerable Groups (Scotland) Act 2007? If No, can you refer to Children and Families Section, Social Work?	n/a	
b)	Clear recruitment policies	Yes	No ✓
c)	On-going training and support for volunteers	Yes	No ✓
d)	A code of conduct for staff and volunteers	Yes	No ✓
e)	A Code of Good Practice	Yes	No ✓
f)	An Equal Opportunities Policy	Yes	No ✓
g)	A Policy for Managing Confidential Information	Yes	No ✓
h)	Grievance Procedure for staff and volunteers	Yes	No ✓
i)	A Disciplinary Procedure for staff and volunteers	Yes	No ✓

Comments :

Signed: **Laura Macdonald**Date: **23/03/2015**

ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**9 Details

Name of Assessing Officer	Laura Macdonald	
Name of Organisation	Highlands and Islands Music and Dance Festival	
Contact Person in Organisation	Margaret Farmer	
Have you contacted/visited the organisation to assess this application?	Contacted Visited <input checked="" type="checkbox"/>	
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.		
Name:	Designation:	
Third Sector <input type="checkbox"/>	Events and Festivals <input checked="" type="checkbox"/>	
a) Grant requested from A & B Council?	£4,000	
b) Grant awarded last year?	£2,000	
c) Total Project cost?	£40,100	
d) How much coming from own resources?	£26,503	
e) How much coming from other agencies?	£13,597	
f) Grant Recommendation	£1,500	
Reason for grant:	<i>Contribution towards 3 day traditional music and dance competition event, including schools day and development of a Fringe programme to attract the local community.</i>	
Please tick which of the following is being addressed:		
a)	Addressing Social Inclusion	
b)	Alleviation of rural isolation	
c)	Community Capacity Building	
d)	Enhancement of quality of life for residents and visitors	<input checked="" type="checkbox"/>
e)	Positive impact on local communities	
f)	Improvement of health and wellbeing	
g)	Positive impact on the local environment	
Have you received an end of project report for the previous grant award? Yes <input checked="" type="checkbox"/> No		
If No, please give a reason		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary		
The Festival has a significant economic impact on the local area, measured using Visit Scotland and Event Scotland figures and indicators. It encourages the participation of young people in traditional music and dance and is aiming to increase local participation by creating a Fringe programme the community can enjoy.		
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?		
The group are continuing to develop bit their infrastructure to support volunteers and their provision to engage with the local community.		

2 Financial Check – Have you checked the Organisation is:

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

3 General Criteria

a)	Is the activity non-political?	Yes	√	No
b)	Is the project consistent with Council objectives?	Yes	√	No
c)	Does the project have open membership?	Yes	√	No
d)	Have sponsorship agreements been checked?	Yes	√	No
e)	How many people overall will benefit from this grant?	4,000+		
f)	Is the organisation well established?	Yes	√	No
g)	Have you identified any training needs for the organisations committee or volunteers?	Yes	No	√
h)	Does the organisation have volunteer training in place?	Yes	No	√
i)	Have you confidence in their ability to deliver a service?	Yes	√	No

4 Policy and Procedures

a)	If relevant, is the organisation compliant with Protection of Vulnerable Groups (Scotland) Act 2007? If No, can you refer to Children and Families Section, Social Work?	n/a		
b)	Clear recruitment policies	Yes	No	√
c)	On-going training and support for volunteers	Yes	No	√
d)	A code of conduct for staff and volunteers	Yes	No	√
e)	A Code of Good Practice	Yes	No	√
f)	An Equal Opportunities Policy	Yes	√	No
g)	A Policy for Managing Confidential Information	Yes	√	No
h)	Grievance Procedure for staff and volunteers	Yes	No	√
i)	A Disciplinary Procedure for staff and volunteers	Yes	No	√

Comments :

Signed: Laura Macdonald

Date: 23/03/2015

ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**10 Details

Name of Assessing Officer	Laura Macdonald	
Name of Organisation	Iona Village Hall Committee	
Contact Person in Organisation	Joanne MacInnes	
Have you contacted/visited the organisation to assess this application?	Contacted <input checked="" type="checkbox"/> Visited	
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.		
Both Iain Mackinnon (Environmental Health) and Kevin Baker (Libraries and Culture Development Officer) have been notified of this application		
Third Sector <input type="checkbox"/>	Events and Festivals <input checked="" type="checkbox"/>	
a) Grant requested from A & B Council?	£2,470	
b) Grant awarded last year?	£2,600	
c) Total Project cost?	£13,250	
d) How much coming from own resources?	£10,780	
e) How much coming from other agencies?	£0	
f) Grant Recommendation	£1,500	
Reason for grant:	<i>Contribution towards 3 day music festival to be held on the Isle of Iona – specifically to support costs of bringing artists to the island</i>	
Please tick which of the following is being addressed:		
a)	Addressing Social Inclusion	<input type="checkbox"/>
b)	Alleviation of rural isolation	<input type="checkbox"/>
c)	Community Capacity Building	<input type="checkbox"/>
d)	Enhancement of quality of life for residents and visitors	<input checked="" type="checkbox"/>
e)	Positive impact on local communities	<input type="checkbox"/>
f)	Improvement of health and wellbeing	<input type="checkbox"/>
g)	Positive impact on the local environment	<input type="checkbox"/>
Have you received an end of project report for the previous grant award? Yes <input checked="" type="checkbox"/> No		
If No, please give a reason		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary		
The organisation is looking for a small contribution (5.5%) towards their second festival. The pilot event last year was supported and went well – a contribution is recommended however, the group should receive support to consider other funding opportunities available to them for 2016/17.		
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?		
n/a		

2 Financial Check – Have you checked the Organisation is:

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

3 General Criteria

a)	Is the activity non-political?	Yes	No
b)	Is the project consistent with Council objectives?	Yes	No
c)	Does the project have open membership?	Yes	No
d)	Have sponsorship agreements been checked?	Yes	No
e)	How many people overall will benefit from this grant?	225	
f)	Is the organisation well established?	Yes	No
g)	Have you identified any training needs for the organisations committee or volunteers?	Yes	No
h)	Does the organisation have volunteer training in place?	Yes	No
i)	Have you confidence in their ability to deliver a service?	Yes	No

4 Policy and Procedures

a)	If relevant, is the organisation compliant with Protection of Vulnerable Groups (Scotland) Act 2007? If No, can you refer to Children and Families Section, Social Work?	n/a	
b)	Clear recruitment policies	Yes	No
c)	On-going training and support for volunteers	Yes	No
d)	A code of conduct for staff and volunteers	Yes	No
e)	A Code of Good Practice	Yes	No
f)	An Equal Opportunities Policy	Yes	No
g)	A Policy for Managing Confidential Information	Yes	No
h)	Grievance Procedure for staff and volunteers	Yes	No
i)	A Disciplinary Procedure for staff and volunteers	Yes	No
Comments :			

Signed: Laura Macdonald

Date: 23/02/2015

ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**11 Details

Name of Assessing Officer		Laura Macdonald	
Name of Organisation		Isle of Mull Riding for the Disabled	
Contact Person in Organisation		Sue Penny	
Have you contacted/visited the organisation to assess this application?			Contacted Visited ✓
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.			
Name:		Designation:	
Third Sector <input checked="" type="checkbox"/>		Events and Festivals <input type="checkbox"/>	
a) Grant requested from A & B Council?		£1,505	
b) Grant awarded last year?		n/a	
c) Total Project cost?		£3,010	
d) How much coming from own resources?		£1,505	
e) How much coming from other agencies?		n/a	
f) Grant Recommendation		£1,200	
Reason for grant:	<i>Hire of a disabled access portaloos for site and riding safety equipment that will be available to all riders.</i>		
Please tick which of the following is being addressed:			
a)	Addressing Social Inclusion	✓	
b)	Alleviation of rural isolation	✓	
c)	Community Capacity Building		
d)	Enhancement of quality of life for residents and visitors		
e)	Positive impact on local communities		
f)	Improvement of health and wellbeing	✓	
g)	Positive impact on the local environment		
Have you received an end of project report for the previous grant award? n/a			
If No, please give a reason			
Do you concur with the organisation in their assessment of need? Please supply a very brief summary			
This project will establish a Riding for the Disabled Association on Mull and prevent members of the community having to travel to Oban, or not being able to access this activity. The project is being provided in partnership with a local riding school which will keep costs minimal. A start-up grant is recommended.			
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?			
n/a			

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	Yes	√	No
b)	Fully constituted	Yes		No
c)	Has submitted a bank statement for all bank/savings accounts	Currently opening account – new group		
d)	Has submitted audited/signed accounts (or signed financial projections if a new group).	Yes	√	No
e)	Within 50% of the costs for the project/activity	Yes	√	No

3 General Criteria

a)	Is the activity non-political?	Yes	√	No
b)	Is the project consistent with Council objectives?	Yes	√	No
c)	Does the project have open membership?	Yes	√	No
d)	Have sponsorship agreements been checked?	Yes	√	No
e)	How many people overall will benefit from this grant?	10 + 40		
f)	Is the organisation well established?	New group but part of wider RDA		
g)	Have you identified any training needs for the organisations committee or volunteers?	Yes		No
h)	Does the organisation have volunteer training in place?	Yes		No
i)	Have you confidence in their ability to deliver a service?	Yes		No

4 Policy and Procedures

a)	If relevant, is the organisation compliant with Protection of Vulnerable Groups (Scotland) Act 2007? If No, can you refer to Children and Families Section, Social Work?	Yes		No
b)	Clear recruitment policies	Yes		No
c)	On-going training and support for volunteers	Yes		No
d)	A code of conduct for staff and volunteers	Yes		No
e)	A Code of Good Practice	Yes		No
f)	An Equal Opportunities Policy	Yes		No
g)	A Policy for Managing Confidential Information	Yes		No
h)	Grievance Procedure for staff and volunteers	Yes		No
i)	A Disciplinary Procedure for staff and volunteers	Yes		No
Comments :				

Signed: **Laura Macdonald**Date: **23/03/2015**

ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**12 Details

Name of Assessing Officer	Laura Macdonald	
Name of Organisation	Luing Social Committee	
Contact Person in Organisation	David Ritchie	
Have you contacted/visited the organisation to assess this application?	Contacted <input checked="" type="checkbox"/> Visited	
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.		
Name:	Designation:	
Third Sector <input type="checkbox"/>	Events and Festivals <input checked="" type="checkbox"/>	
a) Grant requested from A & B Council?	£457	
b) Grant awarded last year?	£170	
c) Total Project cost?	£915	
d) How much coming from own resources?	£456	
e) How much coming from other agencies?	£0	
f) Grant Recommendation	£250	
Reason for grant:	<i>Contribution towards a series of Winter social events for the community – in particular, the elderly and children to alleviate isolation.</i>	
Please tick which of the following is being addressed:		
a)	Addressing Social Inclusion	
b)	Alleviation of rural isolation	<input checked="" type="checkbox"/>
c)	Community Capacity Building	
d)	Enhancement of quality of life for residents and visitors	<input checked="" type="checkbox"/>
e)	Positive impact on local communities	
f)	Improvement of health and wellbeing	<input checked="" type="checkbox"/>
g)	Positive impact on the local environment	
Have you received an end of project report for the previous grant award? Yes <input checked="" type="checkbox"/> No		
If No, please give a reason		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary		
This group have been running social activities on the island for some time – with a new facility due to open on Luing it may be that a higher level of community activities will be available during the Winter in the future however a recommendation for award is made for this year.		
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?		

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	Yes	√	No
b)	Fully constituted	Yes	√	No
c)	Has submitted a bank statement for all bank/savings accounts	Yes	√	No
d)	Has submitted audited/signed accounts (or signed financial projections if a new group).	Yes	√	No
e)	Within 50% of the costs for the project/activity	Yes	√	No

3 General Criteria

a)	Is the activity non-political?	Yes	√	No
b)	Is the project consistent with Council objectives?	Yes	√	No
c)	Does the project have open membership?	Yes	√	No
d)	Have sponsorship agreements been checked?	Yes	√	No
e)	How many people overall will benefit from this grant?	120		
f)	Is the organisation well established?	Yes	√	No
g)	Have you identified any training needs for the organisations committee or volunteers?	Yes		No √
h)	Does the organisation have volunteer training in place?	Yes		No √
i)	Have you confidence in their ability to deliver a service?	Yes	√	No

4 Policy and Procedures

a)	If relevant, is the organisation compliant with Protection of Vulnerable Groups (Scotland) Act 2007? If No, can you refer to Children and Families Section, Social Work?	Yes	No
b)	Clear recruitment policies	Yes	No
c)	On-going training and support for volunteers	Yes	No
d)	A code of conduct for staff and volunteers	Yes	No
e)	A Code of Good Practice	Yes	No
f)	An Equal Opportunities Policy	Yes	No
g)	A Policy for Managing Confidential Information	Yes	No
h)	Grievance Procedure for staff and volunteers	Yes	No
i)	A Disciplinary Procedure for staff and volunteers	Yes	No

Comments :

Signed: Laura Macdonald**Date: 23/03/2015**

ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**13 **Details**

Name of Assessing Officer	Laura Macdonald	
Name of Organisation	MacDougall of Dunollie Preservation Trust	
Contact Person in Organisation	Jane Isaacson	
Have you contacted/visited the organisation to assess this application?	Contacted <input checked="" type="checkbox"/>	Visited <input type="checkbox"/>
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.		
Name:	Designation:	
Third Sector <input checked="" type="checkbox"/>	Events and Festivals <input type="checkbox"/>	
a) Grant requested from A & B Council?	£1,415	
b) Grant awarded last year?	n/a	
c) Total Project cost?	£2,831	
d) How much coming from own resources?	£451	
e) How much coming from other agencies?	£965	
f) Grant Recommendation	Consider in round 2	
Reason for grant:	Contribution towards part-time staffing costs to run Dunollie Links programme, providing a range of free community groups and activities, educational visits for school and nurseries and "Borrow Boxes"	
Please tick which of the following is being addressed:		
a)	Addressing Social Inclusion	<input type="checkbox"/>
b)	Alleviation of rural isolation	<input type="checkbox"/>
c)	Community Capacity Building	<input type="checkbox"/>
d)	Enhancement of quality of life for residents and visitors	<input checked="" type="checkbox"/>
e)	Positive impact on local communities	<input type="checkbox"/>
f)	Improvement of health and wellbeing	<input type="checkbox"/>
g)	Positive impact on the local environment	<input type="checkbox"/>
Have you received an end of project report for the previous grant award? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
If No, please give a reason		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary		
The activities programme offers a range of learning opportunities at no charge to community members and educational groups. It is recommended that this is carried forward for consideration in Round 2.		
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?		
n/a		

2 Financial Check – Have you checked the Organisation is:

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

3 General Criteria

a)	Is the activity non-political?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
b)	Is the project consistent with Council objectives?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
c)	Does the project have open membership?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
d)	Have sponsorship agreements been checked?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
e)	How many people overall will benefit from this grant?	300			
f)	Is the organisation well established?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
g)	Have you identified any training needs for the organisations committee or volunteers?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
h)	Does the organisation have volunteer training in place?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
i)	Have you confidence in their ability to deliver a service?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

4 Policy and Procedures

a)	If relevant, is the organisation compliant with Protection of Vulnerable Groups (Scotland) Act 2007? If No, can you refer to Children and Families Section, Social Work?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
b)	Clear recruitment policies	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
c)	On-going training and support for volunteers	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
d)	A code of conduct for staff and volunteers	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
e)	A Code of Good Practice	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
f)	An Equal Opportunities Policy	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
g)	A Policy for Managing Confidential Information	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
h)	Grievance Procedure for staff and volunteers	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
i)	A Disciplinary Procedure for staff and volunteers	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Comments :					

Signed: Laura Macdonald

Date: 23/03/2015

ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**14 Details

Name of Assessing Officer	Laura Macdonald	
Name of Organisation	Mendelssohn on Mull Trust	
Contact Person in Organisation	Marilyn Jeffcoat	
Have you contacted/visited the organisation to assess this application?	Contacted <input checked="" type="checkbox"/>	Visited <input type="checkbox"/>
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.		
Name:	Designation:	
Third Sector <input checked="" type="checkbox"/>	Events and Festivals <input type="checkbox"/>	
a) Grant requested from A & B Council?	£3,000	
b) Grant awarded last year?		
c) Total Project cost?	£46,740	
d) How much coming from own resources?	£4,740	
e) How much coming from other agencies?	£39,000	
f) Grant Recommendation	£2,000	
Reason for grant:	<i>Contribution towards tutor costs to provide monthly music workshops for young people on Mull.</i>	
Please tick which of the following is being addressed:		
a)	Addressing Social Inclusion	<input type="checkbox"/>
b)	Alleviation of rural isolation	<input type="checkbox"/>
c)	Community Capacity Building	<input type="checkbox"/>
d)	Enhancement of quality of life for residents and visitors	<input checked="" type="checkbox"/>
e)	Positive impact on local communities	<input type="checkbox"/>
f)	Improvement of health and wellbeing	<input type="checkbox"/>
g)	Positive impact on the local environment	<input type="checkbox"/>
Have you received an end of project report for the previous grant award? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
If No, please give a reason		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary		
This project was kickstarted last year with assistance from the Third Sector Grants – an award to assist the growth aspect of the project is recommended.		
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?		
n/a		

2 Financial Check – Have you checked the Organisation is:

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

3 General Criteria

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

4 Policy and Procedures

a)	If relevant, is the organisation compliant with Protection of Vulnerable Groups (Scotland) Act 2007? If No, can you refer to Children and Families Section, Social Work?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
b)	Clear recruitment policies	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
c)	On-going training and support for volunteers	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
d)	A code of conduct for staff and volunteers	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
e)	A Code of Good Practice	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
f)	An Equal Opportunities Policy	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
g)	A Policy for Managing Confidential Information	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
h)	Grievance Procedure for staff and volunteers	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
i)	A Disciplinary Procedure for staff and volunteers	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Comments :					

Signed: Laura Macdonald

Date: 23/03/2015

ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**15 Details

Name of Assessing Officer	Laura Macdonald	
Name of Organisation	Mullrunners	
Contact Person in Organisation	Jackie Parker	
Have you contacted/visited the organisation to assess this application?	Contacted Visited <input checked="" type="checkbox"/>	
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.		
Name:	Designation: Active Schools Co-ordinator (Mull)	
Third Sector <input type="checkbox"/>	Events and Festivals <input checked="" type="checkbox"/>	
a) Grant requested from A & B Council?	£740	
b) Grant awarded last year?	n/a	
c) Total Project cost?	£7,240	
d) How much coming from own resources?	£4,700	
e) How much coming from other agencies?	£1,800	
f) Grant Recommendation	£650	
Reason for grant:	<i>Contribution towards improving timing system, competitor facilities and transport to the event.</i>	
Please tick which of the following is being addressed:		
a)	Addressing Social Inclusion	
b)	Alleviation of rural isolation	
c)	Community Capacity Building	
d)	Enhancement of quality of life for residents and visitors	<input checked="" type="checkbox"/>
e)	Positive impact on local communities	
f)	Improvement of health and wellbeing	<input checked="" type="checkbox"/>
g)	Positive impact on the local environment	
Have you received an end of project report for the previous grant award? n/a		
If No, please give a reason		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary		
This application is for assistant to modernise and upgrade the event to be able to accommodate and attract competitors from outwith the area, as well as the local community.		
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?		
n/a		

2 Financial Check – Have you checked the Organisation is:

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

3 General Criteria

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

4 Policy and Procedures

a)	If relevant, is the organisation compliant with Protection of Vulnerable Groups (Scotland) Act 2007? If No, can you refer to Children and Families Section, Social Work?	Yes	√	No
b)	Clear recruitment policies	Yes		No
c)	On-going training and support for volunteers	Yes		No
d)	A code of conduct for staff and volunteers	Yes		No
e)	A Code of Good Practice	Yes		No
f)	An Equal Opportunities Policy	Yes		No
g)	A Policy for Managing Confidential Information	Yes		No
h)	Grievance Procedure for staff and volunteers	Yes		No
i)	A Disciplinary Procedure for staff and volunteers	Yes		No
Comments :				

Signed: Laura Macdonald

Date: 04/03/2015

ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**16 Details

Name of Assessing Officer	Laura Macdonald	
Name of Organisation	Oban Communities Trust	
Contact Person in Organisation	Eleanor Mackinnon	
Have you contacted/visited the organisation to assess this application?	Contacted Visited <input checked="" type="checkbox"/>	
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.		
Name:	Designation:	
Third Sector <input checked="" type="checkbox"/>	Events and Festivals <input type="checkbox"/>	
a) Grant requested from A & B Council?	£4,000	
b) Grant awarded last year?	n/a	
c) Total Project cost?	£23,517	
d) How much coming from own resources?	£4,300	
e) How much coming from other agencies?	£15,548	
f) Grant Recommendation	£3,600	
Reason for grant:	<i>Supporting and developing volunteering. Contribution towards oral history project. Marketing materials</i>	
Please tick which of the following is being addressed:		
a)	Addressing Social Inclusion	<input type="checkbox"/>
b)	Alleviation of rural isolation	<input type="checkbox"/>
c)	Community Capacity Building	<input checked="" type="checkbox"/>
d)	Enhancement of quality of life for residents and visitors	<input checked="" type="checkbox"/>
e)	Positive impact on local communities	<input checked="" type="checkbox"/>
f)	Improvement of health and wellbeing	<input type="checkbox"/>
g)	Positive impact on the local environment	<input type="checkbox"/>
Have you received an end of project report for the previous grant award? n/a		
If No, please give a reason		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary		
This organisation have taken on an ambitious regeneration project however the project applied for focuses on a community learning project and the development of volunteering. This application would match other grant funding and enable the project to progress.		
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?		

n/a

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	Yes	No
b)	Fully constituted	Yes	√ No
c)	Has submitted a bank statement for all bank/savings accounts	Yes	√ No
d)	Has submitted audited/signed accounts (or signed financial projections if a new group).	Yes	√ No
e)	Within 50% of the costs for the project/activity	Yes	√ No

3 General Criteria

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

4 Policy and Procedures

a)	If relevant, is the organisation compliant with Protection of Vulnerable Groups (Scotland) Act 2007? If No, can you refer to Children and Families Section, Social Work?	Yes	No
b)	Clear recruitment policies	Yes	No
c)	On-going training and support for volunteers	Yes	No
d)	A code of conduct for staff and volunteers	Yes	No
e)	A Code of Good Practice	Yes	No
f)	An Equal Opportunities Policy	Yes	No
g)	A Policy for Managing Confidential Information	Yes	No
h)	Grievance Procedure for staff and volunteers	Yes	No
i)	A Disciplinary Procedure for staff and volunteers	Yes	No

Comments :

Signed: Laura Macdonald**Date: 23/03/2015**

ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**17 Details

Name of Assessing Officer	Laura Macdonald	
Name of Organisation	Ross of Mull Community Transport	
Contact Person in Organisation	Rob Jones	
Have you contacted/visited the organisation to assess this application?	Contacted <input checked="" type="checkbox"/> Visited <input type="checkbox"/>	
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.		
Name:	Designation:	
Third Sector <input checked="" type="checkbox"/>	Events and Festivals <input type="checkbox"/>	
a) Grant requested from A & B Council?	£565	
b) Grant awarded last year?	n/a	
c) Total Project cost?	£1,130	
d) How much coming from own resources?	£565	
e) How much coming from other agencies?	n/a	
f) Grant Recommendation	£500	
Reason for grant:	Repairs and improvements to community transport vehicle, including signage.	
Please tick which of the following is being addressed:		
a)	Addressing Social Inclusion	<input checked="" type="checkbox"/>
b)	Alleviation of rural isolation	<input checked="" type="checkbox"/>
c)	Community Capacity Building	<input type="checkbox"/>
d)	Enhancement of quality of life for residents and visitors	<input checked="" type="checkbox"/>
e)	Positive impact on local communities	<input checked="" type="checkbox"/>
f)	Improvement of health and wellbeing	<input type="checkbox"/>
g)	Positive impact on the local environment	<input type="checkbox"/>
Have you received an end of project report for the previous grant award? Yes <input type="checkbox"/> No <input type="checkbox"/>		
If No, please give a reason n/a		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary		
This application did not score well in the sustainability section. However, the recommendation is that an award is made and that support to develop impact monitoring and improve their funding applications is offered.		
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?		
n/a		

2 Financial Check – Have you checked the Organisation is:

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

3 General Criteria

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

4 Policy and Procedures

a)	If relevant, is the organisation compliant with Protection of Vulnerable Groups (Scotland) Act 2007? If No, can you refer to Children and Families Section, Social Work?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
b)	Clear recruitment policies	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
c)	On-going training and support for volunteers	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
d)	A code of conduct for staff and volunteers	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
e)	A Code of Good Practice	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
f)	An Equal Opportunities Policy	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
g)	A Policy for Managing Confidential Information	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
h)	Grievance Procedure for staff and volunteers	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
i)	A Disciplinary Procedure for staff and volunteers	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Comments :					

Signed: Laura Macdonald

Date: 23/03/2015

ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**18 Details

Name of Assessing Officer	Laura Macdonald	
Name of Organisation	Tiree Community Development Trust	
Contact Person in Organisation	Andy Wright	
Have you contacted/visited the organisation to assess this application?	Contacted <input checked="" type="checkbox"/>	Visited <input type="checkbox"/>
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.		
Name:	Designation:	
Third Sector <input checked="" type="checkbox"/>	Events and Festivals <input type="checkbox"/>	
a) Grant requested from A & B Council?	£3,682	
b) Grant awarded last year?	n/a	
c) Total Project cost?	£7,682	
d) How much coming from own resources?	£4,000	
e) How much coming from other agencies?	n/a	
f) Grant Recommendation	£1,800	
Reason for grant:	<i>Support for a Community Events Programme</i>	
Please tick which of the following is being addressed:		
a)	Addressing Social Inclusion	<input type="checkbox"/>
b)	Alleviation of rural isolation	<input checked="" type="checkbox"/>
c)	Community Capacity Building	<input type="checkbox"/>
d)	Enhancement of quality of life for residents and visitors	<input checked="" type="checkbox"/>
e)	Positive impact on local communities	<input type="checkbox"/>
f)	Improvement of health and wellbeing	<input type="checkbox"/>
g)	Positive impact on the local environment	<input type="checkbox"/>
Have you received an end of project report for the previous grant award? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
If No, please give a reason		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary		
The series of events are mainly aimed at activities in the Winter months when the island is particularly isolated. The Summer event is the annual Trust community / open day which brings residents together to discuss and influence projects taking place across the island.		
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?		

2 Financial Check – Have you checked the Organisation is:

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

3 General Criteria

a)	Is the activity non-political?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
b)	Is the project consistent with Council objectives?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
c)	Does the project have open membership?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
d)	Have sponsorship agreements been checked?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
e)	How many people overall will benefit from this grant?	600			
f)	Is the organisation well established?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
g)	Have you identified any training needs for the organisations committee or volunteers?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
h)	Does the organisation have volunteer training in place?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
i)	Have you confidence in their ability to deliver a service?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

4 Policy and Procedures

a)	If relevant, is the organisation compliant with Protection of Vulnerable Groups (Scotland) Act 2007? If No, can you refer to Children and Families Section, Social Work?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
b)	Clear recruitment policies	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
c)	On-going training and support for volunteers	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
d)	A code of conduct for staff and volunteers	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
e)	A Code of Good Practice	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
f)	An Equal Opportunities Policy	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
g)	A Policy for Managing Confidential Information	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
h)	Grievance Procedure for staff and volunteers	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
i)	A Disciplinary Procedure for staff and volunteers	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Comments :					

Signed: Laura Macdonald

Date: 23/02/2015

ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**19 Details

Name of Assessing Officer	Laura Macdonald	
Name of Organisation	Tiree Resource Club	
Contact Person in Organisation	Kathryn MacCallum	
Have you contacted/visited the organisation to assess this application?	Contacted <input checked="" type="checkbox"/>	Visited <input type="checkbox"/>
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.		
Name:	Designation:	
Third Sector <input checked="" type="checkbox"/>	Events and Festivals <input type="checkbox"/>	
a) Grant requested from A & B Council?	£4,000	
b) Grant awarded last year?	£3,000	
c) Total Project cost?	£25,500	
d) How much coming from own resources?	£5,000	
e) How much coming from other agencies?	£16,500	
f) Grant Recommendation	£1,500	
Reason for grant:	<i>Employment of an outreach worker to support service delivery</i>	
Please tick which of the following is being addressed:		
a)	Addressing Social Inclusion	<input type="checkbox"/>
b)	Alleviation of rural isolation	<input type="checkbox"/>
c)	Community Capacity Building	<input type="checkbox"/>
d)	Enhancement of quality of life for residents and visitors	<input type="checkbox"/>
e)	Positive impact on local communities	<input type="checkbox"/>
f)	Improvement of health and wellbeing	<input type="checkbox"/>
g)	Positive impact on the local environment	<input type="checkbox"/>
Have you received an end of project report for the previous grant award? Yes <input type="checkbox"/> No <input type="checkbox"/>		
If No, please give a reason		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary		
This organisation provide an important service on the island however, there is a concern that they are relying on the Third Sector Grants for core running costs.		
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?		
The reduction formula has been applied.		

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
b)	Fully constituted	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
c)	Has submitted a bank statement for all bank/savings accounts	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
d)	Has submitted audited/signed accounts (or signed financial projections if a new group).	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
e)	Within 50% of the costs for the project/activity	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

Additionally, for Events and Festivals, have you checked the Organisation has:

g)	A viable business plan	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
h)	A marketing plan for the activity	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
i)	A previous event budget	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
j)	A planning framework with clear ownership, responsibility and liability for the event	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
k)	Evidence of appropriate insurance coverage	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
l)	Compliance with all relevant legal and licensing requirements	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
m)	Letters of support from other funders or local organisations	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

3 General Criteria

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

4 Policy and Procedures

a)	If relevant, is the organisation compliant with Protection of Vulnerable Groups (Scotland) Act 2007? If No, can you refer to Children and Families Section, Social Work?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
b)	Clear recruitment policies	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
c)	On-going training and support for volunteers	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
d)	A code of conduct for staff and volunteers	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
e)	A Code of Good Practice	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
f)	An Equal Opportunities Policy	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
g)	A Policy for Managing Confidential Information	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
h)	Grievance Procedure for staff and volunteers	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
i)	A Disciplinary Procedure for staff and volunteers	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

Comments :

Signed: Laura Macdonald

Date: 23/03/2015

ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**20 Details

Name of Assessing Officer	Laura Macdonald	
Name of Organisation	Tiree Music Festival	
Contact Person in Organisation	Stewart MacLennan	
Have you contacted/visited the organisation to assess this application?	Contacted <input checked="" type="checkbox"/>	Visited <input type="checkbox"/>
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.		
Name:	Designation:	
Third Sector <input type="checkbox"/>	Events and Festivals <input checked="" type="checkbox"/>	
a) Grant requested from A & B Council?	£3,000	
b) Grant awarded last year?	£2,000	
c) Total Project cost?	£10,650	
d) How much coming from own resources?	£4,650	
e) How much coming from other agencies?	£3,000	
f) Grant Recommendation	£1,500	
Reason for grant:	<i>Marquee to house celebrity chef and local food promotional activities</i>	
Please tick which of the following is being addressed:		
a)	Addressing Social Inclusion	<input type="checkbox"/>
b)	Alleviation of rural isolation	<input type="checkbox"/>
c)	Community Capacity Building	<input type="checkbox"/>
d)	Enhancement of quality of life for residents and visitors	<input checked="" type="checkbox"/>
e)	Positive impact on local communities	<input type="checkbox"/>
f)	Improvement of health and wellbeing	<input type="checkbox"/>
g)	Positive impact on the local environment	<input type="checkbox"/>
Have you received an end of project report for the previous grant award? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
If No, please give a reason		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary		
This grant would allow the organisation to address a need identified from last year's event feedback, promote local produce food providers and contribute to their sustainability policy.		
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?		

2 Financial Check – Have you checked the Organisation is:

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

3 General Criteria

a)	Is the activity non-political?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
b)	Is the project consistent with Council objectives?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
c)	Does the project have open membership?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
d)	Have sponsorship agreements been checked?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
e)	How many people overall will benefit from this grant?	1,950			
f)	Is the organisation well established?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
g)	Have you identified any training needs for the organisations committee or volunteers?	Yes	<input checked="" type="checkbox"/>	No	<input checked="" type="checkbox"/>
h)	Does the organisation have volunteer training in place?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
i)	Have you confidence in their ability to deliver a service?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

4 Policy and Procedures

a)	If relevant, is the organisation compliant with Protection of Vulnerable Groups (Scotland) Act 2007? If No, can you refer to Children and Families Section, Social Work?	n/a			
b)	Clear recruitment policies	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
c)	On-going training and support for volunteers	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
d)	A code of conduct for staff and volunteers	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
e)	A Code of Good Practice	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
f)	An Equal Opportunities Policy	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
g)	A Policy for Managing Confidential Information	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
h)	Grievance Procedure for staff and volunteers	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
i)	A Disciplinary Procedure for staff and volunteers	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Comments :					

Signed: Laura Macdonald

Date: 23/03/2015

ASSISTANCE TO THIRD SECTOR ORGANISATIONS**Assessment form Third Sector Grants including Events and Festivals**21 Details

Name of Assessing Officer	Laura Macdonald	
Name of Organisation	Tobermory Harbour Association	
Contact Person in Organisation	Lyndsey Bird	
Have you contacted/visited the organisation to assess this application?	Contacted Visited <input checked="" type="checkbox"/>	
Name and Designation of Council Officer you have contacted to discuss the application eg Arts & Culture, Social Work, Sports etc.		
Name:	Designation:	
Third Sector <input checked="" type="checkbox"/>	Events and Festivals <input type="checkbox"/>	
a) Grant requested from A & B Council?	£3,979.73	
b) Grant awarded last year?	£1,300	
c) Total Project cost?	£9,980.83	
d) How much coming from own resources?	£0	
e) How much coming from other agencies?	£6,001.10	
f) Grant Recommendation	£2,000	
Reason for grant:	<i>Match funding contribution to employ a graduate who will develop touch pools and an education programme for the exhibition area and youth, volunteering and work experience programmes.</i>	
Please tick which of the following is being addressed:		
a)	Addressing Social Inclusion	<input type="checkbox"/>
b)	Alleviation of rural isolation	<input type="checkbox"/>
c)	Community Capacity Building	<input type="checkbox"/>
d)	Enhancement of quality of life for residents and visitors	<input checked="" type="checkbox"/>
e)	Positive impact on local communities	<input type="checkbox"/>
f)	Improvement of health and wellbeing	<input type="checkbox"/>
g)	Positive impact on the local environment	<input type="checkbox"/>
Have you received an end of project report for the previous grant award? Yes <input checked="" type="checkbox"/> No		
If No, please give a reason		
Do you concur with the organisation in their assessment of need? Please supply a very brief summary		
The Marine Exhibition has undergone a major refurbishment to improve its provision and increase its attractiveness to both visitors and the local community. This project would offer the opportunity for a young graduate to gain experience and develop more community volunteering opportunities.		
If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?		

2 Financial Check – Have you checked the Organisation is:

a)	Has passed financial check	Yes	No
b)	Fully constituted	Yes	No
c)	Has submitted a bank statement for all bank/savings accounts	Yes	No
d)	Has submitted audited/signed accounts (or signed financial projections if a new group).	Yes	No
e)	Within 50% of the costs for the project/activity	Yes	No

3 General Criteria

a)	Is the activity non-political?	Yes	No
b)	Is the project consistent with Council objectives?	Yes	No
c)	Does the project have open membership?	Yes	No
d)	Have sponsorship agreements been checked?	Yes	No
e)	How many people overall will benefit from this grant?	10,000	
f)	Is the organisation well established?	Yes	No
g)	Have you identified any training needs for the organisations committee or volunteers?	Yes	No
h)	Does the organisation have volunteer training in place?	Yes	No
i)	Have you confidence in their ability to deliver a service?	Yes	No

4 Policy and Procedures

a)	If relevant, is the organisation compliant with Protection of Vulnerable Groups (Scotland) Act 2007? If No, can you refer to Children and Families Section, Social Work?	Yes	No
b)	Clear recruitment policies	Yes	No
c)	On-going training and support for volunteers	Yes	No
d)	A code of conduct for staff and volunteers	Yes	No
e)	A Code of Good Practice	Yes	No
f)	An Equal Opportunities Policy	Yes	No
g)	A Policy for Managing Confidential Information	Yes	No
h)	Grievance Procedure for staff and volunteers	Yes	No
i)	A Disciplinary Procedure for staff and volunteers	Yes	No

Comments :

Signed: Laura Macdonald

Date: 04/03/2015

ARGYLL AND BUTE COUNCIL

**OBAN, LORN AND
THE ISLES AREA
COMMITTEE**

CUSTOMER SERVICES

15th April 2015

AREA SCORECARD FQ3 2014-15

1 Background

- 1.1 This paper presents the Area Scorecard, with exceptional performance for financial quarter 3 of 2014-15 (October - December 2014). Where commentary has been entered in Pyramid, it is included here.

2 Recommendations

- 2.1 It is recommended that the Area Committee
- (a) notes the exceptional performance presented on the Scorecard and
 - (b) adopts the new Planning measure noted on the scorecard.

Douglas Hendry
Executive Director, Customer Services

Jane Fowler
Head of Improvement & HR

For further information, please contact:

David Clements
Improvement and Organisational Development Programme Manager
(Planning and Performance Management)
01465 604205

Environment	Target	OL&I	Council
Car Parking income to date - OL&I	£ 649,813	£ 542,581 R ↑	£ 732,707
Dog fouling - number of complaints LORN		5 ↑	66
Dog fouling - number of complaints MULL		1 ↓	
Dog fouling - number of fines issued LORN		0 →	1
Dog fouling - number of fines issued MULL		0 →	
LEAMS - OL&I Lorn	73	72 R ↓	79
LEAMS - OL&I Mull	73	76 G ↑	
No of Complaints ref Waste Collection - OL&I Lorn			
No of Complaints ref Waste Collection - OL&I Mull			

Economy	Target	OL&I	Council
CC1 Affordable social sector new builds - OL&I		40 ↑	67
% of Pre-App Enquiries Processed in 20 working days in OL&I	75.0 %	76.1 % G ↓	75.3 %
NEW All Local Planning Apps: Ave no of Weeks to Determine - OL&I	12.0 Wks	10.2 Wks G ↑	10.3 Wks
Householder Planning Apps: % processed in 2 months in OL&I	90.0 %	81.8 % R ↓	89.1 %
NEW Householder Planning Apps: Ave no of Weeks to Determine - OL&I	8.0 Wks	8.8 Wks R ↓	6.9 Wks

NOTE

Adult Care	Target	OL&I	Council
OL&I - No of LD Cases		86 →	364
OL&I - Number of SM Clients		118 ↑	438
OL&I - Total no of MH Clients		51 ↑	264
Colonsay - % of Older People receiving Care in the Community - In Year	80.0 %	100.0 % G →	84.0 %
Mull & Iona - % of Older People receiving Care in the Community - In Year	80.0 %	87.5 % G ↓	
Oban - % of Older People receiving Care in the Community - In Year	80.0 %	89.7 % G ↓	
Tiree & Coll - % of Older People receiving Care in the Community - In Year	80.0 %	100.0 % G →	

Children & Families	Target	OL&I	Council
CA12 OL&I - Total No LAAC		22 →	117
CA17 OL&I - No of External LAAC		1 ↓	7
CA25 OL&I - % Reviews of LAAC Convened within Timescales	100 %	100 % G →	94 %
CP16 OL&I % of Children on CPR with a completed CP plan	95 %	100 % G ↑	69 %
CABD53 OL&I - Open Cases - children with disability		34 →	119
CP5 OL&I - No Children on CPR		4 ↓	17

Education	Target	OL&I	Council
HMIE positive School Evaluations - OL&I Sec	75 %	78 % G ↓	78 %
% positive destinations Oban High ACY 13/14		93 % ↓	91.0 %
% positive destinations Tiree High ACY 13/14		100 % →	
% positive destinations Tobermory High ACY 13/14		91 % ↓	
% 5+ SCQF level 6 Oban High ACY 13/14	0.00 %	11.00 % G ↑	13 %
% 5+ SCQF level 6 Tiree High ACY 13/14	0.00 %	0.00 % G →	
% 5+ SCQF level 6 Tobermory High ACY 13/14	0.00 %	17.39 % G ↑	
School % unauthorised absence Oban High		2.0 % ↓	1.4 %
School % unauthorised absence Tiree High		2.7 % ↓	
School % unauthorised absence Tobermory High		0.9 % ↑	

Roads & Street Lighting	Target	OL&I	Council
% road area resurfaced/reconstructed - OL&I	FY 13/14 2.04 %	1.59 % R ↑	1.95 %
% road area surface treated - OL&I	FY 13/14 4.89 %	2.23 % R ↓	2.02 %
% Cat 1 road defects repaired timeously - OL&I	90 %	67 % R ↓	93.5 %
Street lighting - % OL&I faults repaired within 7 days	88 %	96 % G ↑	93 %

Success Measure	Target FQ3 14/15	Actual FQ3 14/15	Traffic Light	Trend	Comments
NEW Householder Planning Apps: Ave no of Weeks to Determine - OL&I	8 weeks	8.8 weeks	Red	Descending	No commentary in Pyramid
% Cat 1 road defects repaired timeously - OL&I	90%	67%	Red	Descending	See below
% Cat 1 road defects repaired timeously	90%	94%	Green	Descending	Cat 1 response times - Q3 No of Cat 1 defects reported – 31 No. No of Cat 1 defects completed within the allocated period – 29 No. The overall percentage of Cat 1 defects attended to within the allocated 5 day time period remains at a comparatively high level of 93.5%. The overall number of Cat 1 defects reported in the third quarter, 31, compares favourably with 81 recorded for the same period last year – this is perhaps reflective of the milder weather conditions experienced over the early part of the winter. Figures for the Areas are as follows: - Bute and Cowal – 100% Helensburgh and Lomond – 100% Mid Argyll, Kintyre and Islay – 83% Oban Lorn and the Isles - 67% It should be pointed out that the seemingly poor performance in the OLI Area is due to the fact that only 3 defects were reported and one of these defects was repaired outwith the timescale. In the last quarter, we had a 0 %age performance for Lomond where only 1 defect was reported and the repair was late – Members have asked that we reconsider how to report on these figures.
LEAMS - OL&I Lorn	73	72	Red	Descending	No commentary in Pyramid

Success Measure	Target FQ3 14/15	Actual FQ3 14/15	Traffic Light	Trend	Comments
Car Parking income to date - OL&I	£650K	£543K	Red	Ascending	The actual income remains below the targeted projection, with enforcement now in place, it had been hoped that with the introduction of the Amenity Wardens that an increase in car parking income would have been seen. The support from the Amenity Services Enforcement Officers has been restricted within the Oban and Lorn area due to staff turnover. Ways of ensuring car parking enforcement is increased and more visible will be explored through the use of other Roads and Amenity Service staff through the forthcoming months.
Householder Planning Apps: % processed in 2 months in OL&I	90%	82%	Red	Descending	One red traffic light. The Area Scorecards indicators DO NOT reflect the current service priority scorecards or the Scottish Government ones either. They changed in 2013 from '% in time' (which is what is contained in the Area Scorecard) to 'Average Number of weeks'. This subtle change has a significant impact on our service prioritisation It is STRONGLY recommended that the Area Scorecard Indicators are updated to reflect service priority / Scottish Government indicators. In terms of the Scorecard this indicator only missed target by 2 applications. No cause for concern and is the first time on record this target has not been met.
CC1 Affordable social sector new builds	0	67	Green	Ascending	Q3 14/15 40 completions in OLI and 27 in H&L Q2 14/15 58 completions in OLI and 9 in H&L
HMIE positive School Evaluations Secondary	75%	78%	Green	Descending	FQ3 - 2014-2015 One secondary school, Oban High School, was inspected during Quarter 3. The inspection was, overall positive, with the three performance quality indicators evaluated as good.
% Positive destinations – Argyll & Bute level	89.80%	91%	Green		Qtr 3 - 2014-2015 Statistical data due to be provided by Skills Development Scotland (SDS) - further update to be articulated following receipt - anticipated January 2015.

Success Measure	Target FQ3 14/15	Actual FQ3 14/15	Traffic Light	Trend	Comments
A&B % of Older People receiving Care in the Community - In Year	80%	84%	Green	Descending	Care at Home. In Year Figures High level of care at home being sustained in what are presently difficult circumstances in relation to availability of staff, budget and demand for service which is significantly above the general rate of demographic growth of 2%. Only the Helensburgh & Lomond area has access to the required pool of staff. Recruitment and retention strategy is being developed in partnership with the independent care providers as agreed at the December Community Services Committee. The first meeting of the group is on Thursday 15th January H&L
CABD53 - Open Cases - children with disability		119		Constant	FQ3 14-15 All disability PIs are currently under review to ensure they reflect the change of management arrangements, with CWD cases now managed within Area Teams. The priorities of self-directed support have come into effect on 1st April 2014 and new measures are in development. Universal Child Assessment is being reviewed with one purpose being to enable accurate data regarding all Children with Disability indicators to be available from Carefirst.

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ARGYLL AND BUTE COUNCIL**OBAN LORN AND THE ISLES AREA
COMMITTEE****DEVELOPMENT AND
INFRASTRUCTURE SERVICES****15 APRIL 2015**

IONA SLIPWAY REFURBISHMENT

1.0 EXECUTIVE SUMMARY

The main purpose of this report is to outline the situation on the state of repairs to Iona slipway.

The Council has identified the requirement to refurbish Iona slipway as a priority prior to the commencement of the 2015 summer season. George Leslie Ltd has been awarded the contract to carry out the refurbishment.

The lower (seaward) end of Iona slipway has become seriously degraded and in danger of separating from the upper end of the slipway. The Contractor is utilising concrete repairs to the lower end using pre-cast concrete beams to connect both sections. The repairs are estimated to have a life of between twenty to thirty years.

Construction started on 8 March and will continue until the 22 May, the work being undertaken in 3 phases, in advance of the summer influx of visitors to Iona.

The contract for the Iona slipway repairs has been awarded and is valued at a total of £1,248,356. In order to fund these works there is a requirement to utilise all available marine budgets both capital and revenue.

The Contractor, George Leslie Ltd, has identified several risks associated with the possibility of adverse weather and is looking at scheduling a fourth phase of work, to be completed before 22 May.

2.0 INTRODUCTION

2.1 The slipway at Iona has been degrading over time and this year the Council identified the requirement to refurbish the slipway as a priority prior to the commencement of the 2015 summer season. George Leslie Ltd has been awarded the contract to carry out the refurbishment.

3.0 RECOMMENDATIONS

3.1 That the Area Committee notes the report.

4.0 DETAIL

- 4.1 The lower (seaward) end of Iona slipway has become seriously degraded and in danger of separating from the upper end of the slipway. The Contractor proposed to utilise concrete repairs to the lower end using pre-cast concrete beams to connect both sections. These repairs are estimated to have a life of between twenty to thirty years.
- 4.2 Work commenced on the 8 March and is scheduled to complete by 22 May with the period of 9-22 May being a demobilisation period for the contractors. Due to the state of the tides during the period of refurbishment, the actual work is split into 3 phases. Phase 1 of the refurbishment from 17-26 March is now complete and had the Contractor working on the upper half of the repair area from mid tide to low tide. The second phase will start on 15 April and is scheduled to run until the 23 April and the Contractor will work on the lower half of the repair area. A third period is scheduled from 2-8 May when the Contractor will complete the work required on the lower part of the repair area.
- 4.3 In the event of inclement weather, the Contractor may be forced to schedule a fourth phase of work to complete the repairs but should have completed all repairs by 22 May. The first phase of work was not hampered by the weather although it is considered prudent to plan for a fourth phase.
- 4.4 The Iona ferry continues to operate throughout this period, although a relief passenger service timetable is required during a window of 3 hours before, to three hours after, Low Water in order that the Contractor may carry out the repairs. The local community have been fully engaged with CALMAC on the revised passenger ferry service and to date no complaints have been received.
- 4.5 The contract for the Iona slipway repairs is valued at a total of £1,248,356. The works required to repair the ferry slip on Iona have been tendered through an open competitive process and the innovative tender has been evaluated at £1,148,356 with an additional requirement of £100,000 to fund the relief passenger service from Fionnphort to Iona. In order to fund these works there is a requirement to utilise all available marine budgets both capital and revenue.

5.0 CONCLUSION

- 5.1 To date, work is progressing well and the Contractor is scheduled to finish the repairs by 22 May well in advance of the Summer season of visitors to Iona. Regular progress meetings take place and any potential problems are highlighted in good time. The Contractor is keen to leave a legacy to the benefit of the local community and Iona Community Council is being consulted to achieve this.

6.0 IMPLICATIONS

- 6.1 Policy None.
- 6.2 Financial All available marine budgets being utilised.

6.3	Legal	None
6.4	HR	None.
6.5	Equalities	None.
6.6	Risk	Inclement weather may necessitate a fourth phase of work
6.7	Customer Services	The local community and tourism will benefit from an upgraded slipway for the next twenty years.

Executive Director of Development and Infrastructure

Policy Lead: Ellen Morton

For further information contact: Clive Hayward, Marine Operations Manager
(01546604532)

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ARGYLL AND BUTE COUNCIL**Oban, Lorn & The Isles Area Committee****DEVELOPMENT AND
INFRASTRUCTURE SERVICES****15 April 2015**

ROADS CAPITAL RECONSTRUCTION PROGRAMME 2015/16

1.0 EXECUTIVE SUMMARY

The Roads Reconstruction Programme has been structured in accordance with the Roads Asset Management and Maintenance Strategy. The focus has been to recover the network through a delivery of a mix of carriageway resurfacing, patching/surface dressing and in-situ road surface recycling; designed to seal the road to stop the ingress of water, improve ride quality and reduce the amount of reactive repairs.

Over the last 4 years approximately 25% of the overall council road network has been treated which will make a significant and positive impact upon the local economy, connectivity and the quality of life of our communities.

RECOMMENDATION

That the Area Committee notes the successful completion of the 3 year Roads Reconstruction Programme for 2012-2015 and notes the proposed programme and budget for 2015/16.

ROADS CAPITAL RECONSTRUCTION PROGRAMME 2015/16

2.0 SUMMARY

2.1 This report provides Members with details of the proposed roads reconstruction programme for 2015/16.

3.0 RECOMMENDATIONS

3.1 That the Committee notes the successful completion of the 3 year Roads Reconstruction Programme for 2012-2015 and notes the proposed programme and previously agreed budget for 2015/16.

4.0 DETAILS

4.1 The focus of the roads reconstruction programme has been to recover the network through the delivery of a mix of carriageway resurfacing schemes, patching/surface dressing and insitu road surface recycling, which follow the principles set out within the Roads Asset Management and Maintenance Plan.

4.2 The schemes have been selected using the Councils Roads Asset database *WDM-PMS* and using the information collected from the full SCANNER Survey carried out in summer 2014. In-line with recommendations within the Annual Status and Options Report, the programme is not necessarily concentrated on the *red* roads but instead has been realigned to focus on the *amber* roads to arrest deterioration and prevent these becoming *red*.

4.3 Members' attention is drawn to the fact that schemes are not necessarily directed at what could be considered as 'roads in a poor condition'. Surface dressing schemes are selected on the basis that, either the skid resistance of the road surface is poor, or the road surface requires sealing *before* it fails. As Members are aware, schemes are also weighted on the basis of the strategic level of importance the route.

4.4 The summary table below highlights the positive and visible impact of the works undertaken to date. Since 2011 the Council has upgraded almost 40% of its A Class roads and over 580km of roads in total, which makes a significant and positive impact upon the local economy, connectivity and the quality of life to our communities.

4.5 Table 1 – Treatment 2011/12 to 2014/15 (based on network pre trunking of A83)

Road Category	Treatment FY 2011/12		Treatment FY 2012/13		Treatment FY 2013/14		Treatment FY 2014/15		Total Treatment Length km	Total Treatment as a % of network length 2011-15 %	
	km	%	km	%	km	%	km	%			
A	55.76	10.01%	93.37	16.76%	47.42	8.51%	26.1	4.69%	222.67	39.98%	
B	26.846	4.38%	58.91	9.61%	25.96	4.23%	68.3	11.14%	180.01	29.37%	
C	12.374	2.85%	4.008	0.92%	7.99	1.84%	14.5	3.33%	38.83	8.95%	
U	18.86	2.60%	17.55	2.42%	43.6	6.01%	57.5	7.93%	137.53	18.97%	
	579.04								24.86%		

4.6 With the recent trunking of the A83 Tarbert to Campbeltown Road, the overall length of the network has altered. Percentage treatment figures for 2015 to 2016 are based upon the revised length of the road network.

4.7 Table 1 – Treatment 2015/16 (based on network post trunking of A83)

Road Category	Treatment FY 2015/16	
	km	%
A	47.988	9.50%
B	23.289	3.80%
C	24.416	5.63%
U	17.798	2.45%
	113.491	4.98%

4.8 As in previous years, the roads reconstruction programme will be delivered by a mixed economy model with the Councils in-house team delivering carriageway reconstruction and patching works. The surface dressing element of the programme will be delivered by an external contractor; yet to be identified, however, the tendering process is currently underway.

5.0 CONCLUSION

This report provides details of the roads reconstruction programme for 2015-16.

6.0 IMPLICATIONS

6.1	Policy	Works assessed and carried out under the current Roads Asset Management and Maintenance Plan.
6.2	Financial	Programme based on capital allocation for years 2012 – 2016.
6.3	Legal	None
6.4	HR	Reconstruction works delivered by a combination of in-house Roads Operations team and sub-contractors.
6.5	Equalities	None
6.6	Risk	Completed works will reduce requirement to repair and maintain existing carriageway deterioration.
6.7	Customer Services	Overall improvement in travel time and quality of driven and walking journeys.

Executive Director of Development and Infrastructure: Pippa Milne

Head of Roads & Amenity Services: Jim Smith

16 March 2015

For further information contact: Stewart Clark, Roads Performance Manager,

Tel: 01546 604893

APPENDICES

Appendix 1 – Proposed Roads Reconstruction Programme 2015-16

Appendix 2 – Location Plans

APPENDIX

Roads Reconstruction Capital Programme**Provisional Scheme List 2015/16**

Programme is subject to review following assessment of any winter damage in 2014/15

£4,366,000	Total Provisional Budget Allocation for 2015/16 , for Area based schemes
£4,367,487	Current Total Programme Estimate

MAKI

£1,353,460	Provisional Budget Allocation for 2015/16
£1,355,750	Current MAKI Total Programme Estimate

MID ARGYLL

WDM Scheme Number*	Route	Scheme Name	Location	Estimated Value	Proposed Scheme Details***
1,910	A816	A816 Kilmartin North	Tibertich junction to Tighmor, Kilmartin Village	£137,000	Pre-S/D and Surface Dressing
2,208	B8025	B8025 Tayvallich	B8025 from Tayvallich Inn to Dun Mhairich; C40 from C40/B8025 to Carsaig Quay and the U31 Tegnish Road from B8025/U31 Junction to Duntaynish	£75,000	Pre-S/D and Surface Dressing
1,902	A816	A816 Meadows	A816 from old playing field south	£141,000	Edge Strengthening
2,209	U24	U24 Barrananaoil	From A816/U24 junction to 70m west of Glenview	£50,000	Pre-S/D prep.
2,210	C62	C62 Argyll Street	Argyll Street and Colchester Square, Lochgilphead (from Union Street to Colchester Square)	£50,000	Inlay
Area Total				£453,000	

KINTYRE

WDM Scheme Number*	Route	Scheme Name	Location	Estimated Value	Proposed Scheme Details***
2,220	C19 & U13	C19 Polliwilline Ph1	C19 from B842/C19 junction to north Feochaig and U13 Macharoch Branch Road	£215,000	Pre-S/D and Surface Dressing
1,513	U38	U38 Moss Road	U38 from Backs Water to U38/U59 junction	£55,000	Pre-S/D and Surface Dressing
2,211	U45	U45 Princes Street	Princes Street from High Street to Esplanade	£25,000	Overlay
2,212	B842	B842 Saddell	B842 from Bunlarie through Saddell to approx. 250m north of Schoolhouse	£100,000	Pre-S/D and Surface Dressing
1,479	B842	B842 East of Askomil	From Baraskomil to Allandale	£25,000	Edge Strengthening
1,510	C21	C21 Tayinloan	From ferry terminal pier to A83 junction	£30,000	Pre-S/D prep.
Area Total				£450,000	

ISLAY, JURA

WDM Scheme Number*	Route	Scheme Name	Location	Estimated Value	Proposed Scheme Details***
2,221	C15	C15 Loch Gorm	Loch Gorm	£110,000	Pre-S/D and Surface Dressing
2,222	C14	C14 Ardilistry Bay	Ardilistry Bay (Section 1)	£50,500	Pre-S/D and Surface Dressing
1,386	A846	A846 Knockrome	Knockrome, Jura	£23,625	Pre-S/D and Surface Dressing
2,223	U42	U42 Ballimony	Ballimony - Kilchiaran, Islay	£61,625	Surface Dressing
2,224	A846	A846 Low Road	Low Road, Glenegedale / Glenmachrie	£40,000	Edge Strengthening
1,438	U47	U47 Knockrome Vlge	Knockrome Village to Ardfemal	£45,000	Overlay
1,421	U34	U34 Loch Gruinart	U34 / B8017 Junction to Craigens	£50,000	Overlay
1,437	U49	U49 Claddach Loop	Claddach Loop - Claddach to Ballymeanach	£72,000	Overlay
Area Total				£452,750	

NOTES

* "WDM Scheme Number" is unique scheme reference and is not an indication of priority

** "Location" is a general descriptor and does not represent the exact scheme extents

*** "Cost Estimate" and "Proposed Scheme Details" are subject to review (eg after detailed site investigation)

OLI

£1,528,100	Provisional Budget Allocation for 2015/16
£1,530,000	Current OLI Total Programme Estimate

LORN

WDM Scheme Number*	Route	Scheme Name	Location	Estimated Value	Proposed Scheme Details***
2,201	A819	A819 Inistrynich	From Sabhal Dionach/Bowuy to forestry access south of north Cladich access	£270,000	Overlay
1,765	A816	A816 Scammadale	From A816/U14 Scammadale junction north	£115,000	Edge Strengthening
1,630	B845	B845 Taynult	B845 starting approx. 150m south of telephone exchange and heading south	£250,000	Overlay
2,202	U36	U36 William Street	From George Street to Corran Esplanade	£17,000	Inlay
2,203	U33	U33 Park Hotel Lane	From Corran Esplanade to Dunollie Road/George Street	£31,000	Inlay
2,204	U82	U82 Kerrera Terrace	Kerrera Terrace, Oban	£48,000	Inlay
2,205	U74	U74 Corran Brae	From Corran Esplanade to Strathbogie	£19,000	Inlay
2,206	U49	U49 Salen Loop	Lismore - U49 Salen Loop from B8035/U49 junction to Veolan House	£80,000	Type 1 / Planings
Area Total				£830,000	

MULL

WDM Scheme Number*	Route	Scheme Name	Location	Estimated Value	Proposed Scheme Details***
2,207	A849	A849 Salen South	A849 from U81/A849 Junction to Java Housing Scheme junction (Craignure)	£700,000	Surface Dressing
Area Total				£700,000	

NOTES

* "WDM Scheme Number" is unique scheme reference and is not an indication of priority

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*** "Cost Estimate" and "Proposed Scheme Details" are subject to review (eg after detailed site investigation)

BUTE AND COWAL

£873,200	Provisional Budget Allocation for 2015/16
£871,735	Current Bute & Cowal Total Programme Estimate

BUTE

WDM Scheme Number*	Route	Scheme Name	Location	Estimated Value	Proposed Scheme Details***
2,180	A844	A844 Kilmory Circle	A844 Kilmory Circle from A844 / B881 Junction at Ambrismore to Ascog	£338,124	Pre-S/D and Surface Dressing
1,034	B878	B878 Barone Hill	B878 from A844/B878 Junction to Greenan Farm junction	£31,460	Pre-S/D and Surface Dressing
2,181	B881	B881 Kilchattan Bay	B881 from the jetty to the end of the public road	£22,150	Pre-S/D and Surface Dressing
2,182	U28	U28 Eastlands Road	U28 Eastlands Road (Canada Hill), section adjacent to the golf course	£9,367	Pre-S/D and Surface Dressing
2,183	U69	U69 Westlands Road	U69 Westlands Road from Knockreoch Farm to Abercom	£17,903	Pre-S/D and Surface Dressing
Area Total				£419,004	

COWAL

WDM Scheme Number*	Route	Scheme Name	Location	Estimated Value	Proposed Scheme Details***
1,123	A815	A815 Sandybeach	A815 Inellan from public toilet to Miller Avenue	£38,550	Regulate & Overlay
1,120	A815	A815 Strachur	A815 Strachur from Succoth Road to River Cur	£47,117	Regulate & Overlay
2,184	U1	U1 Ardenslate Road	Ardenslate road from A815 junction to Bencorrum Brae	£44,660	Inlay
1,114	A815	A815 Glenbranter	A815 Glenbranter from Driep Cottage to surfacing joint	£56,540	Regulate & Overlay
2,185	U52	U52 Lochan Avenue	All Lochan Avenue including dogleg to Ardenslate Road	£45,936	Inlay
2,186	U7	U7 Auchamore Road	Auchamore Road from Balgaidh Burn to Alexander Street junction	£72,732	Inlay
1,177	B839	B839 Hells Glen	B839 starting 450m from A815 junction	£62,475	Overlay
2,187	B828	B828 Gleann Mor	B828 from A83 junction	£38,048	Overlay
2,188	B8000	B8000 Leanach	B8000 from Leanach Cottage junction to Barnacarry Burn	£46,673	Regulate & Overlay
Area Total				£452,731	

NOTES

* "WDM Scheme Number" is unique scheme reference and is not an indication of priority

** "Location" is a general descriptor and does not represent the exact scheme extents

*** "Cost Estimate" and "Proposed Scheme Details" are subject to review (eg after detailed site investigation)

HELENSBURGH and LOMOND**£611,240****Provisional Budget
Allocation for 2015/16****£610,002****Current Lomond Total
Programme Estimate****Lomond**

WDM Scheme Number*	Route	Scheme Name	Location	Estimated Value	Proposed Scheme Details***
2,189	U268	U268 South King St.	From Old Luss Road to East King street junctions	£60,000	Regulate & Overlay
2,190	U229	U229 Old Luss Road	From South King Street junction to Williamson Drive / Old Luss Road junction	£60,000	Regulate & Overlay
2,191	A814	A814 Glenmallan	From jetty north of Glenmallan to new surface	£62,059	Surface Dressing
2,192	A814	A814 Morelaggan	From new surface to south side of Morelaggan slip	£70,013	Surface Dressing
1,251	A814	A814 Tighness South	From Tighness, Arrochar to the northside of the slip monitoring site	£77,930	Surface Dressing
2,193	B833	B833 Coulpport South	Coulpport r'about to Peaton Road junction	£36,800	Surface Dressing
2,194	B872	B872 Whistlefield	From B833 / B872 junction to Whistlefield R'about	£47,100	Surface Dressing
2,195	A814	A814 Gareloch Road	Gareloch Road - from Pier Road junction to Rhu Road Higher junction	£30,300	Surface Dressing
2,197	A814	A814 East Clyde St.	East Clyde Street - from no.221 to Waitrose roundabout	£55,800	Surface Dressing
2,198	A814	A814 Finnart Depot	From Lochside Cottage junction	£50,000	Regulate & Overlay
2,199	U101	U101 East King St.	From Sinclair Street junction to Grant Street junction	£60,000	Overlay
Area Total				£610,002	

NOTES

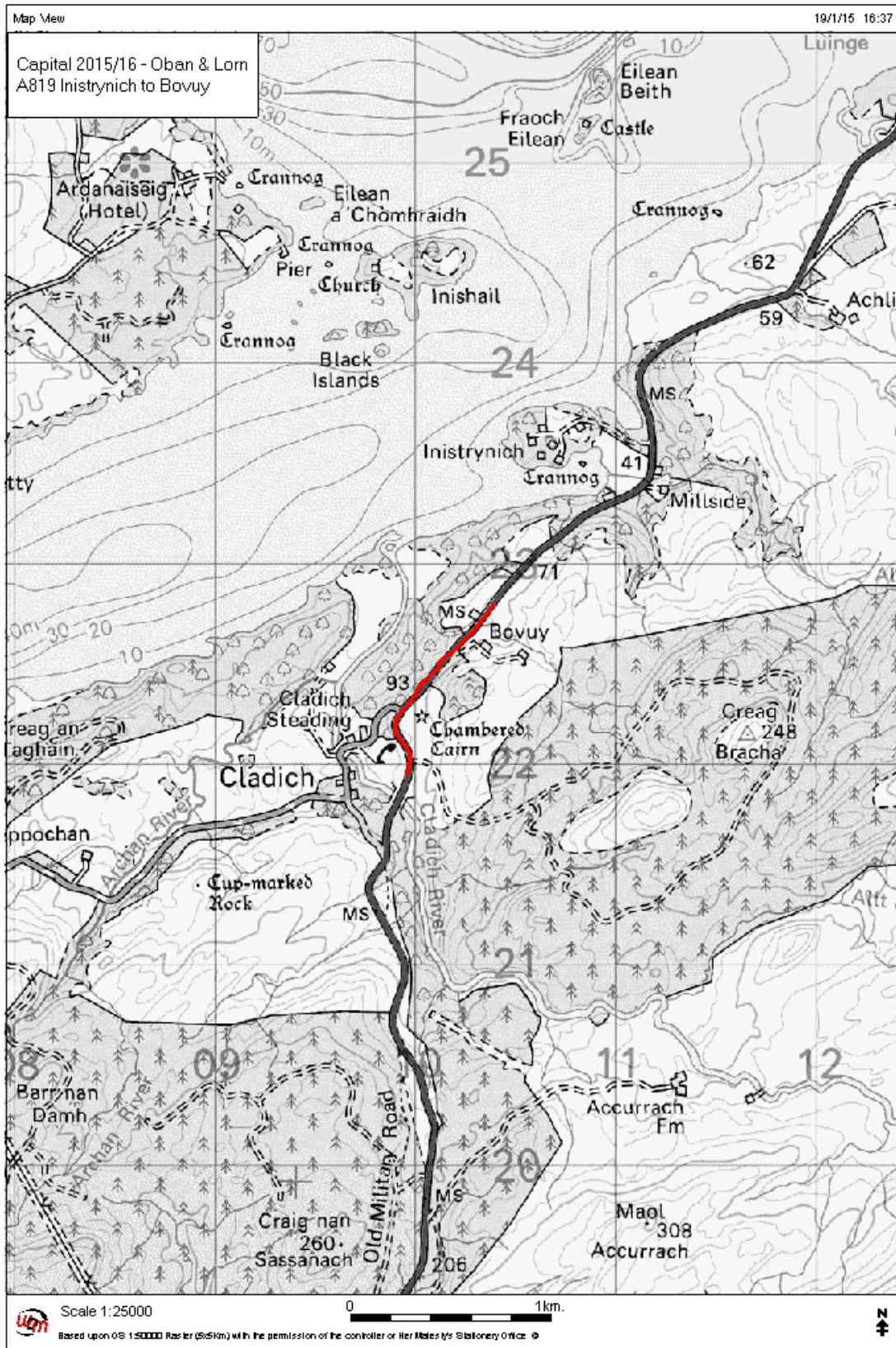
* "WDM Scheme Number" is unique scheme reference and is not an indication of priority

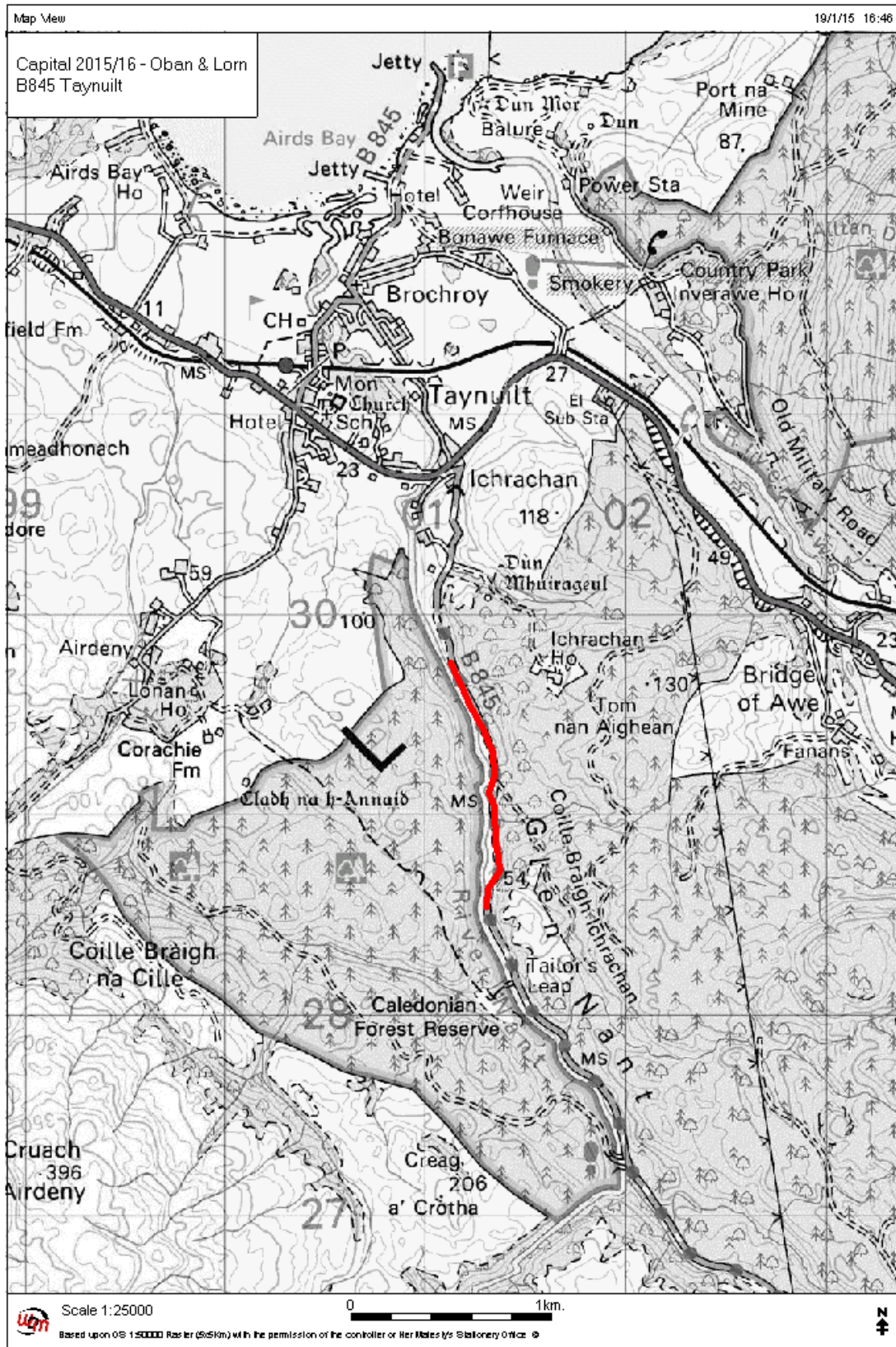
** "Location" is a general descriptor and does not represent the exact scheme extents

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**Oban, Lorn & the Isles
Capital 2015/16
Location Plans**

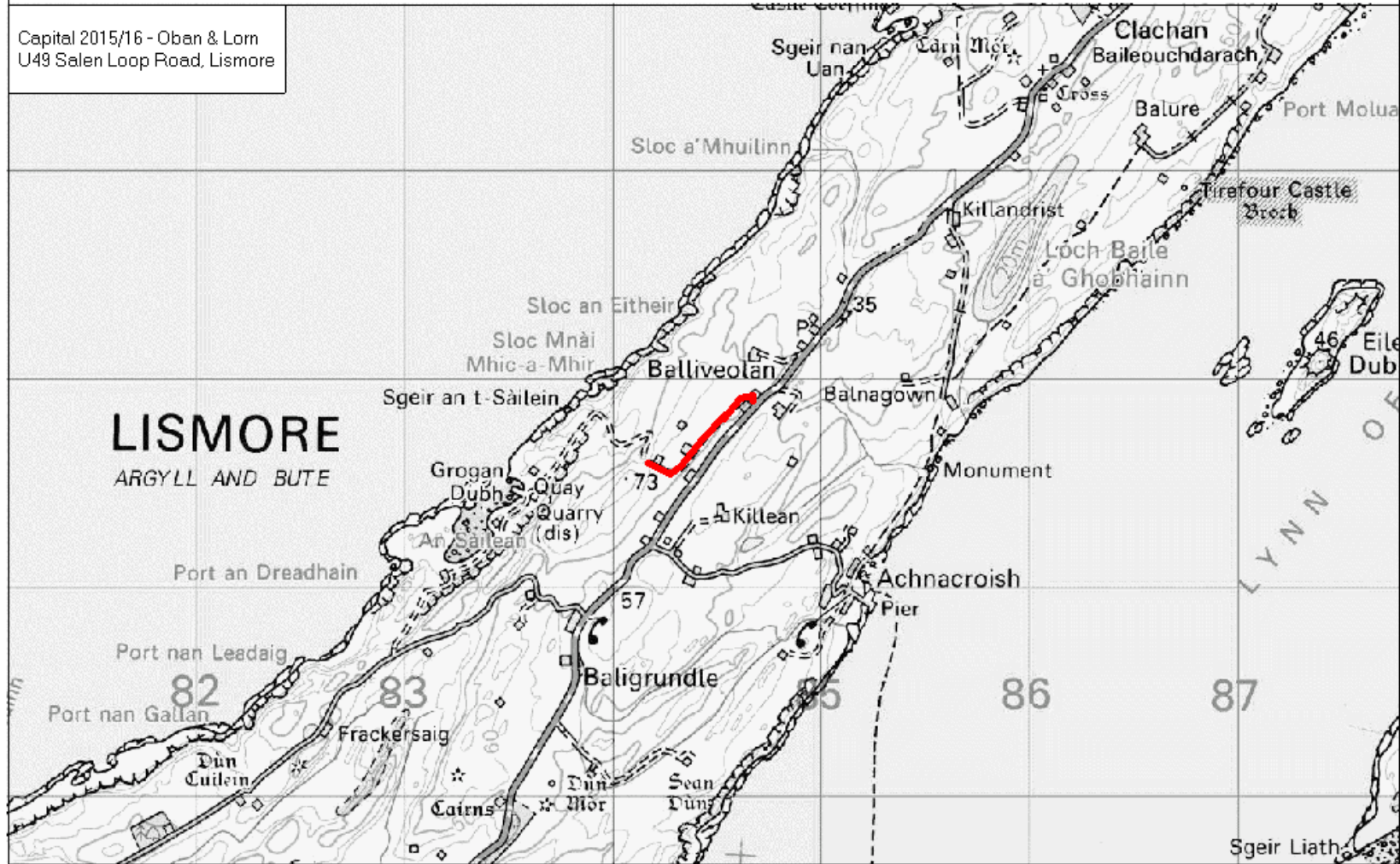


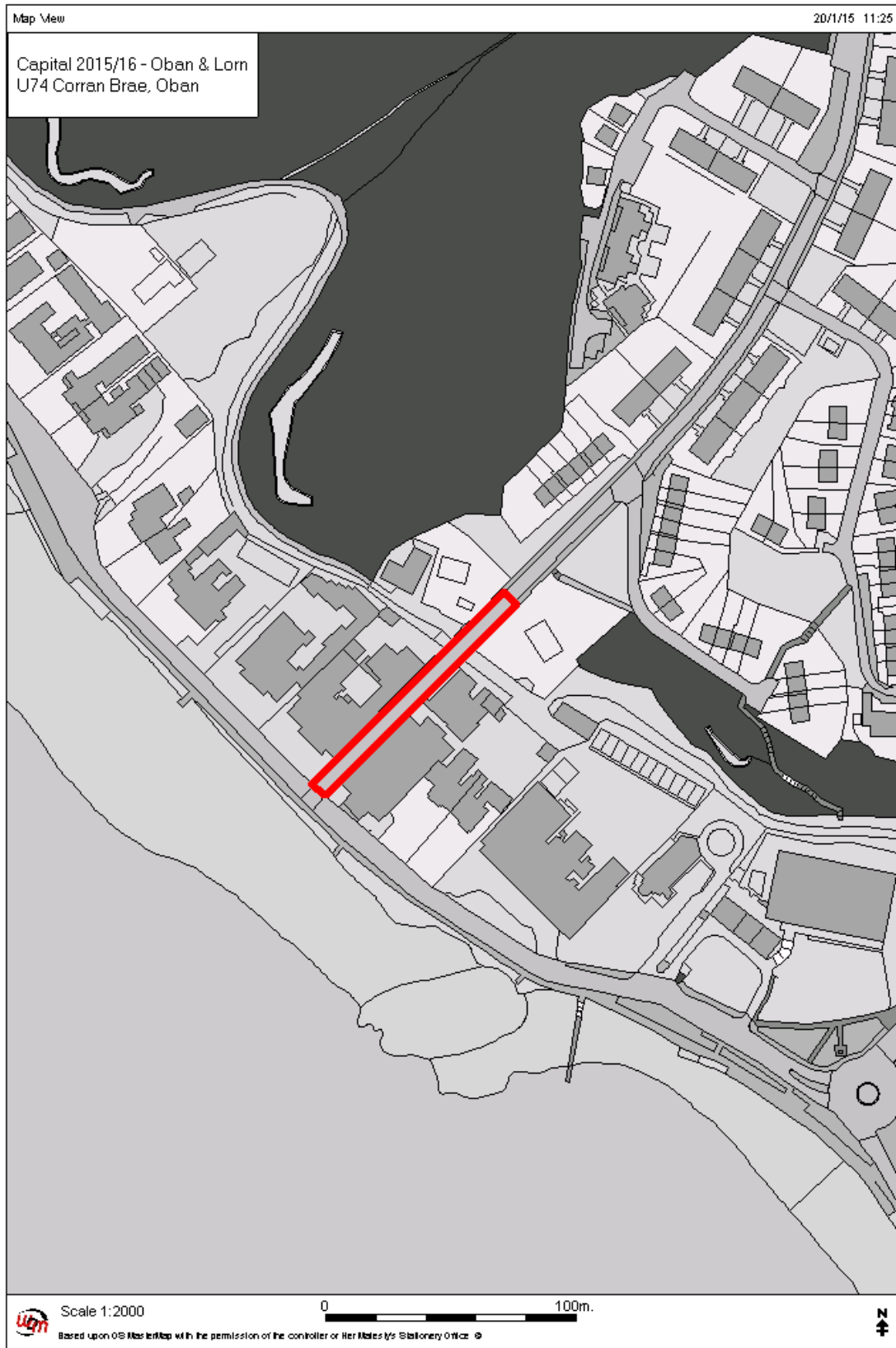






Capital 2015/16 - Oban & Lorn
U49 Salen Loop Road, Lismore









OBAN, LORN AND THE ISLES ECONOMIC DEVELOPMENT ACTION PLAN 2014/15

1. SUMMARY OF ISSUES

- 1.1 The purpose of this paper and accompanying presentation is for the Oban, Lorn and the Isles Area Committee to note the feedback on the delivery of the actions and in-year success measures within the Oban, Lorn and the Isles Economic Development Action Plan (EDAP) 2014/15, which was approved by the Area Committee in April 2014.
- 1.2 The content of the Oban, Lorn and the Isles EDAP aligns with the Single Outcome Agreement (SOA) Delivery Plans developed by the Community Planning Partnership.
- 1.3 It is important to note that the Oban, Lorn and the Isles EDAP is a working document so that economic opportunities can be captured and addressed as they arise over the next three financial years inclusive to 2017/18. Therefore the actions and in-year success measures contained within the Oban, Lorn and the Isles EDAP for 2015/16 will need to be agreed by the Area Committee and taken forward.

2. RECOMMENDATIONS

- 2.1 Oban, Lorn and the Isles Area Committee notes the content of the presentation on the delivery of the actions and in-year success measures for 2014/15.
- 2.2 The Oban, Lorn and the Isles Area Committee agrees to undertake a separate workshop session (late April/early May) with officers from the Economic Development Service to input to the content of the area-based EDAP for 2015/16. Mirroring the process for the preparation of the 2014/15 plan, the Area Committee also agrees that a similar workshop session is taken forward with the Oban, Lorn and the Isles Community Planning Group.
- 2.3 The Oban, Lorn and the Isles Area EDAP for 2015/16 will then need to be approved by the Area Committee in June 2015.

3. DEVELOPMENT AND PREPARATION OF THE OBAN, LORN AND THE ISLES EDAP

- 3.1 The Oban, Lorn and the Isles EDAP sets out the growth agenda for the economy of Oban, Lorn and the Isles, with a key focus on partnership delivery. The area EDAP provides a framework for sustainable economic development centred round four 'C's':
 - **Competitive** Oban, Lorn and the Isles – businesses, places and sustainable economic assets;
 - **Connected** Oban, Lorn and the Isles – transport, infrastructure, digital connectivity and grid;
 - **Collaborative** Oban, Lorn and the Isles – national and European policy and funding, employability and skills development, and the need to harness the potential of the third sector; and
 - **Compelling** Oban, Lorn and the Isles – increase the profile of the area to attract economically active new residents (individuals and families), inward investors and visitors.

4. CONCLUSION

- 4.1 Oban, Lorn and the Isles Area Committee notes the content of the presentation on the delivery of the actions and in-year success measures for 2014/15 and agrees to the proposed workshop sessions for the preparation of the 2015/16 area-based EDAP.

5. IMPLICATIONS

5.1 The implications for the Oban, Lorn and the Isles Area Committee are as outlined in **Table 5.1** below.

Table 5.1: Implications for the Oban, Lorn and the Isles Area Committee	
Policy	The Oban, Lorn and the Isles EDAP 2014/15 (and subsequent in-year plans) aligns and adheres, as appropriate, to the overarching EDAP, 2013-2018, Local Development Plan and the SOA Delivery Plans.
Financial	The Oban, Lorn and the Isles EDAP will ensure that the area's resources are allocated efficiently and effectively with regard to the economic development priorities and ambitions for Oban, Lorn and the Isles. There will need to be annual consideration of best alignment between resources and priorities.
Legal	All legal implications at project level will be taken into consideration.
HR	The Oban, Lorn and the Isles EDAP priorities will be resourced in terms of staff time in the context of the Council's annual service planning process and through shared staff resource discussions with Community Planning Partners.
Equalities	The Oban, Lorn and the Isles EDAP will comply with all Equal Opportunities policies and obligations.
Risk	If the Oban, Lorn and the Isles EDAP for subsequent financial years (2015/16 onwards) is not approved, then there will be no clear focus on or understanding of the economic development activities, and the associated resources, that will have the greatest beneficial economic impact for the area over the next three financial years.
Customer Service	The Oban, Lorn and the Isles EDAP will provide internal and external customers with a clear articulation of the key priorities for developing the Oban, Lorn and the Isles economy, thereby facilitating focus, effective resource planning and partnership working at the local level.

For further information contact:

Fergus Murray, Head of Economic Development and Strategic Transportation, tel: 01546 604293.
Ishabel Bremner, Economic Development Manager, tel: 01546 604375.

Oban, Lorn and the Isles Economic Development Action Plan

By 2024, Oban, Lorn and the Isles will be:

- A **better connected and accessible place** with improved ferry services, road, rail, air and active travel links together with improved telecommunications networks and broadband coverage.
- A place of **outstanding natural and built heritage** with enhanced natural assets and new community owned facilities such as the Lismore Community Museum, the Luing Atlantic Centre and the Coll Community Centre.
- A place that can offer a **wide range of housing choice** in places with modernised essential services and infrastructure, with a focus on larger scale growth in Oban, the Dunbeg Corridor and Tobermory in Mull.
- A **competitive place better connected to the global economy** with thriving island and mainland communities that provide an incentive for businesses to locate to, particularly at Dunstaffnage in relation to the European Science Park and the implementation of the Lorn Arc Tax Incremental Finance project together with major tourism related developments at Saulmore Farm and Tom Leith at Dunbeg.
- A **greener place** with community led smaller scale renewable energy projects, and wave and tidal projects that have helped grow the local and national economy.

Overview

The town of Oban is an important transport hub and is a centre for local services, retail, marine and land based tourism, fishing, aquaculture, the Seafood Capital of Scotland, Gaelic culture and world-class marine research at the Scottish Association of Marine Science (SAMS) and the European Marine Science Park. The area is endowed with world-class tourist attractions and a variety of environments unsurpassed in Scotland. The island economies, although fragile, have the opportunity to build on their outstanding environment and heritage, such as Iona, in terms of its unique place in the story of Scotland and Christianity; and Mull as a centre for eco-tourism and the arts with Argyll and Bute's only theatre and arts centre, An Tobar.

Key Facts for Oban, Lorn and the Isles (latest available):

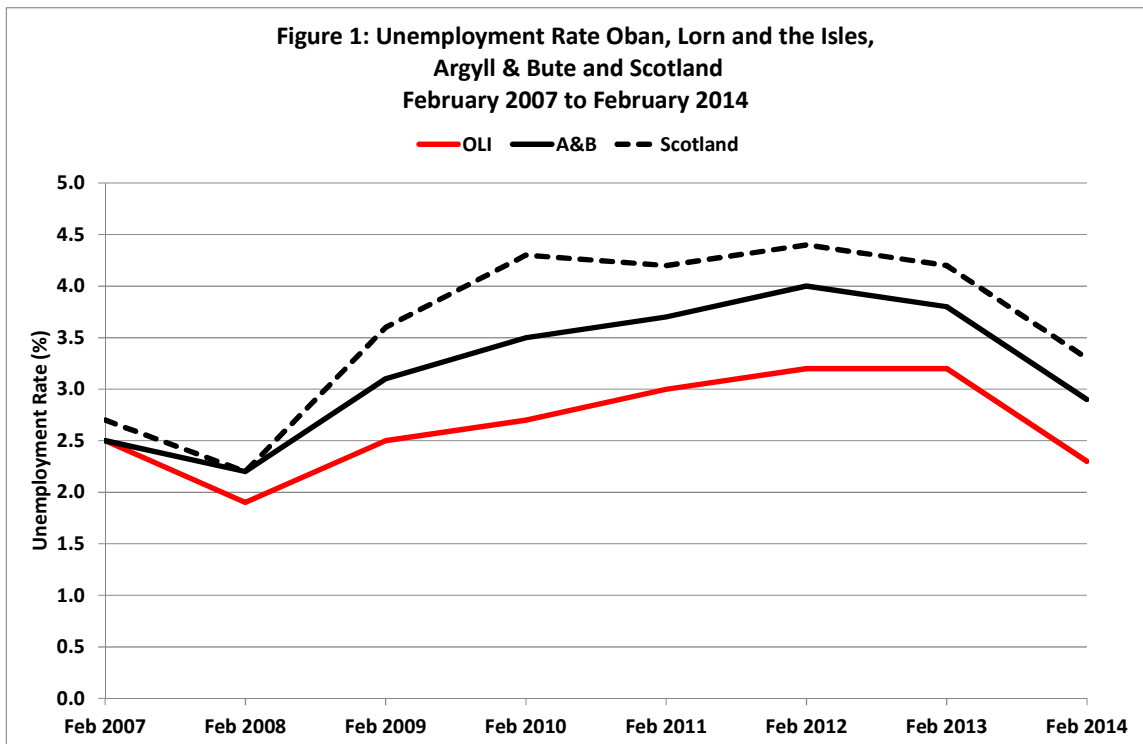
- **Resident population 2011:** 19,992 a 4.3% increase since 2001.
(A more detailed breakdown in population statistics will be undertaken during early 2014/15, for example, Tiree has witnessed a significant 15% decline in population over the period 2001 to 2011).
- **Total employee jobs 2012¹:** 9,562
 - Total full-time employee jobs: 5,547
 - Total part-time employee jobs: 3,815.

¹ Source: Business Register and Employment Survey 2012 – using 2003 Census Area Statistics (CAS) wards. It should be noted that this data excludes voluntary workers, the self-employed, working owners who are not paid via PAYE, government supported trainees and HM forces. Self-employed data is only available at the Travel-to-Work (TTWA) area level – one TTWA relates to Oban while for the other Mull is amalgamated with Islay.

- **Key sectors (% of total employee jobs):**
 - healthcare: 18.9%;
 - tourism: 15.7%; and
 - retail: 9.3%

Key Facts for Oban, Lorn and the Isles (continued):

- **Business start-ups:** third quarter of 2013/14, five start-ups were supported, against a quarterly target of six. By the end of the third quarter, 16 start-ups supported year-to-date target of 16 (100% of target achieved).
- **Unemployment:** consistently below the Argyll and Bute and the national average as depicted in **Figure 1** below.



Source: Claimant Count, March 2014, NOMIS

- **Planning applications:** decrease of 23.3% from 2007/08 to 2012/13.
- **Pre-planning applications:** increase of 31.2% from 2011/12 to 2012/13.

Oban’s role as the gateway to the Isles and principal service centre for the north of Argyll provides the engine room for growth in Lorn and beyond. The area-based Economic Development Action Plan needs to ensure that this potential for growth can be fully realised through a planned extension of Oban, including the Dunbeg Corridor; that at the same time addresses known infrastructure constraints, including the need for high quality affordable housing.

Competitive Oban, Lorn and the Isles

Theme – A Competitive Oban, Lorn and the Isles				
Businesses: Business Audit				
Ref (SOA, CO & SO)	Outcome (by year 5)	Actions to achieve outcome	Success measures (in year)	Lead partners
1.1.4, 1.1.5, 1.7.1, CO1 & ET01	Growing businesses and entrepreneurship in Oban, Lorn and the Isles.	Undertake an audit of businesses in the Oban, Lorn and the Isles area in order to identify the businesses (included social enterprises) not supported by Business Gateway or accounted managed by Highlands and Islands Enterprise.	Complete the business audit by the end of March 2015 and identify gaps in business support.	ABC (including Business Gateway), HIE and Oban BIDS.
Businesses: Business Gateway – Support to Business Improvement Districts Scotland (BIDS) in Oban, Lorn and the Isles				
Ref (SOA, CO & SO)	Outcome (by year 5)	Actions to achieve outcome	Success measures (in year)	Lead partners
1.1.4, CO1 & ET01	Thriving and successful BIDS groups within the Oban, Lorn and the Isles area.	Business Gateway Advisers and other appropriate Argyll and Bute Council staff to continue to provide support and guidance to the Oban BIDS group and any other potential BIDS groups in the Oban, Lorn and the Isles area.	Identify opportunities for joint working between Argyll and Bute Council’s Business Gateway and Oban BIDS group throughout 2014/15.	ABC Business Gateway and Oban BIDS.
Place: Town Centre Regeneration in Oban, Lorn and the Isles				
Ref (SOA, CO & SO)	Outcome (by year 5)	Actions to achieve outcome	Success measures (in year)	Lead partners
2.6.1, CO11 & ET02	Regenerate our main town of Oban, building on the CHORD Programme in a manner that optimises sustainable economic growth.	Expenditure of residual CHORD funding to conclude CHORD programme and support regeneration outcome. Development of Masterplan for south Oban. Deliver a new Oban High School.	Full business case signed off for the Maritime Visitor Facility, works start on site, during 2014/15. Full business case sign off of Oban Public Realm works by September 2014; works start on site in October 2014. Approved Masterplan.	ABC, HLF and HIE.

Notes: Ref (SOA, CO and SO) – reference to the Single Outcome Agreement, corporate outcome and service outcome which this particular outcome will contribute towards.
Lead partners: Argyll and Bute Council (ABC); Highlands and Islands Enterprise (HIE); Business Improvement Districts Scotland (BIDS); Heritage Lottery Fund (HLF).

Theme – A Competitive Oban, Lorn and the Isles (continued)				
Place: Argyll Marine Science Initiative, Dunstaffnage				
Ref (SOA, CO & SO)	Outcome (by year 5)	Actions to achieve outcome	Success measures (in year and longer term)	Lead partners
2.1.2, CO11 & ET02	Dunstaffnage/Dunbeg fulfils its potential for marine science job creation and investment and as a residential location.	Take forward the business case with stakeholders, aligned with the Lorn Arc, Tax Incremental Finance (TIF) initiative, to identify funding streams and responsibilities to deliver road infrastructure to enable development.	Commence delivery of Lorn Arc, TIF, during 2014/15.	ABC and HIE.
Place: Oban as a University Town				
Ref (SOA, CO & SO)	Outcome (by year 5)	Actions to achieve outcome	Success measures (in year and medium term)	Lead partners
1.2.5, 1.4.1, CO11 & ET02	To ensure Oban and the surrounding rural communities are economically dynamic, sustainable and connected to distinct opportunities.	Oban to become a Highlands and Islands University town: <ul style="list-style-type: none"> • Oban Marine Academy; • broad range of skills from practical nautical skills through to marine sciences; • school curriculum aligned to sectoral employment opportunities; and • businesses hold a milk round in Oban, Lorn and the Isles. 	Undertake a scoping/feasibility study on positioning Oban as a university town by October 2014.	ABC, HIE and AC UHI.
Sustainable Economic Assets: Priority One - Renewable Energy in Oban, Lorn and the Isles				
Ref (SOA, CO & SO)	Outcome (by year 5)	Actions to achieve outcome	Success measures (in year)	Lead partners
1.5.3, CO14 & ET03	Optimise renewable energy potential for the benefit of Oban, Lorn and the Isles to ensure we have a thriving, sustainable renewable energy sector with well-developed local supply chains and community benefits.	Support the development of the local energy supply chain within the Oban, Lorn and the Isles area. Scottish Islands Federation in partnership with Argyll and Bute Council to support individuals and organisations on Iona, Lismore, Luing, Mull and Coll to develop an Island Sustainable Energy Action Plan through the SMILEGOV project. (Other islands can join as appropriate).	Six opportunities created for businesses to engage in direct supply chain contacts by end of March 2015. Training opportunities delivered through the SMILEGOV project with the local five island communities noted and other key stakeholders by the end of March 2015.	SIF, ABC, HIE, ABRA and the five island communities.

Notes: Ref (SOA, CO and SO) – reference to the Single Outcome Agreement, corporate outcome and service outcome which this particular outcome will contribute towards.
Lead partners: Argyll and Bute Council (ABC); Highlands and Islands Enterprise (HIE); Argyll College, University of the Highlands and Islands (AC UHI); Scottish Islands Federation (SIF); Argyll and Bute Renewables Alliance (ABRA).

Theme – A Competitive Oban, Lorn and the Isles (continued)				
Sustainable Economic Assets: Priority Two – Tourism, Quality Food and Drink, Forestry in Oban, Lorn and the Isles				
Tourism in Oban, Lorn and the Isles				
Ref (SOA, CO & SO)	Outcome (by year 5)	Actions to achieve outcome	Success measures (in year and medium term)	Lead partners
1.6.1, 1.6.2, CO1 & ET01	Move industry up the value chain, extend season and improve profile and propositions.	Work with local and national partners to stimulate tourism investment, particularly in places such as Oban, Iona, Mull and Tiree (to include culture and heritage (Gaelic), mountain biking, cycling, sailing and canoeing).	Increase in visitor numbers to the Oban, Lorn and the Isles area by 5%. (STEAM and DREAM data but cost will be incurred).	AITC, AISTP, VS, HIE and ABC.
2.7.4, CO11 & ET02	Develop cruise ship market value chain across Argyll and Bute and improve profile.	Argyll and Bute Council works with partners to grow market. Develop Oban's North Pier Maritime Quarter and North Pier Maritime Visitor Facility – aligned to Lorn Arc TIF initiative.	Increase number of cruise ships and passengers to the Oban, Lorn and the Isles area during 2014/15 by 10%. Completion of the North Pier Maritime Visitor Facility by September 2015 in order to grow Oban as a marine transport hub.	Cruise Scotland, ABC, Shipping Companies, VS and RYA.
1.6.1, CO1 & ET01	Argyll Coastal Waters project delivery.	Work in partnership to deliver this project across three key locations in Oban and Lorn (e.g. Arduaine, Seil and Ganavan).	Completion of Oban and Lorn infrastructure works for the Kayak Trail by end of April 2014.	ABC and STRAMASH.
Sustainable Economic Assets: Priority Two – Tourism, Quality Food and Drink, Forestry in Oban, Lorn and the Isles				
Quality Food and Drink in Oban, Lorn and the Isles				
Ref (SOA, CO & SO)	Outcome (by year 5)	Actions to achieve outcome	Success measures (in year)	Lead partners
1.6.1, CO1 & ET01	Sustainable food and drink supply chain that adds value across all its key components, primary producers to processors, in order to generate growth and wealth for Oban, Lorn and the Isles.	Build on the development of Oban as the 'Seafood Capital' of Scotland. To support the Scottish Island Abattoir Programme, 2013-2015.	Increase in visitor numbers to the Oban, Lorn and the Isles area by 5%. (STEAM and DREAM data but cost will be incurred). Delivery of discrete expert business mentoring support, business planning advice and capital support towards processing improvements for the Mull Abattoir by end of March 2015.	ABC (including Business Gateway), HIE, VS, AITC, AIAF and SAOS.

Notes: Ref (SOA, CO and SO) – reference to the Single Outcome Agreement, corporate outcome and service outcome which this particular outcome will contribute towards.
Lead partners: Argyll and the Isles Tourism Co-operative Ltd (AITC); Argyll and the Isles Strategic Tourism Partnership (AISTP); Visit Scotland (VS); Highlands and Islands Enterprise (HIE); Argyll and Bute Council (ABC); Royal Yachting Association (RYA); Argyll and the Isles Agricultural Forum (AIAF); Scottish Agricultural Organisation Society Ltd (SAOS).

Connected Oban, Lorn and the Isles

Theme – A Connected Oban, Lorn and the Isles				
Digital Connectivity/Utilities in Oban, Lorn and the Isles				
Ref (SOA, CO & SO)	Outcome (by year 5)	Actions to achieve outcome	Success measures (medium term and longer term)	Lead partners
2.2.1, CO11 & ET02	Superfast broadband to 85% – 90% of the population by 2020.	Argyll and Bute Council will work closely with HIE to ensure the success of their digital infrastructure project across Oban, Lorn and the Isles. Argyll and Bute Council will work closely with Community Broadband Scotland to ensure that communities receive the 2mbps broadband provision	Argyll and Bute interests are safeguarded and the HIE project meets its targets for Argyll and Bute, including Oban, Lorn and the Isles. Fibre technology infrastructure into Oban by May 2014. Maximise the £5 million funding available from Community Broadband Scotland.	ABC, HIE, BT, and Ofcom.
2.2.2, CO11 & ET02	Improved mobile phone signal quality and coverage levels throughout Argyll and Bute.	Identify the impacts of various mobile providers' development plans on coverage across Argyll and Bute. Develop plans with partner organisations to work with the industry to maximise coverage across Argyll and Bute.	Continue to influence mobile phone providers to upgrade coverage across Argyll and Bute, including Oban, Lorn and the Isles.	ABC and HIE.
2.3.1, CO11 & ET02	Grid – Improvements to transmission network	Argyll and Bute Council communicates needs to the national grid.	Through ABRA continue to influence the National Grid to increase capacity on the network.	National Grid and ABRA.
Transport Infrastructure: Road, Ports and Harbours/Ferries, Air, Rail, Cycling and Walking in Oban, Lorn and the Isles				
Road				
Ref (SOA, CO & SO)	Outcome (by year 5)	Actions to achieve outcome	Success measures (in year and medium term)	Lead partners
2.1.2, CO11 & ET02	Road – upgrade and maintain council road network and for trunk roads (A82, A85).	Participation in working groups e.g. Transport Scotland A83 Working Group, Argyll Timber Transport Group. Kirk Road upgrade and realignment. Work with the Kerrera community on an application to the Coastal Community Fund for Kerrera road (south to north of island).	Roads asset planning and maintenance strategy aligned to the preparation of an Infrastructure Action Plan with the inclusion of the Oban, Lorn and the Isles area. Submission of application by end of April 2014.	TS, ATTG, RTPs, HIE and AISTP.

Notes: Ref (SOA, CO and SO) – reference to the Single Outcome Agreement, corporate outcome and service outcome which this particular outcome will contribute towards.
Lead partners: Argyll and Bute Council (ABC); Highlands and Islands Enterprise (HIE); British Telecom (BT); Argyll and Bute Renewable Alliance (ABRA); Transport Scotland (TS); Argyll Timber Transport Group (ATTG); Regional Transport Partnerships (RTPs); Argyll and the Isles Strategic Tourism Partnership (AISTP).

Theme – A Connected Oban, Lorn and the Isles (continued)				
Transport Infrastructure: Road, Ports and Harbours/Ferries, Air, Rail, Cycling and Walking in Oban, Lorn and the Isles (continued)				
Port and Harbours/Ferries				
Ref (SOA, CO & SO)	Outcome (by year 5)	Actions to achieve outcome	Success measures (medium term)	Lead partners
2.7.4, CO11 & ET02	Realise greater economic development benefit from our ports and harbours and explore opportunities arising from Scottish Ferries Plan and safeguard Argyll and Bute Council's interests.	Argyll and Bute Council works with Transport Scotland to explore transfer of Council ferry services. Influence ferry operator to align with commuter needs i.e. ferry arriving from Mull prior to 10 a.m.	Transfer of responsibility of Council operated ferry services to TS in 2015/16. Establish a sailing from Mull to Oban at 7 a.m. (Good progress being made further to a meeting with Calmac on 8 April 2014).	SG , TS and Calmac.
Air Services				
Ref (SOA, CO & SO)	Outcome (by year 5)	Actions to achieve outcome	Success measures (in year)	Lead partners
2.1.3, CO11 & ET02	Continue to grow patronage on Argyll and the Isles Air Services and explore options to be included in a larger air PSO network.	Argyll and Bute Council works with HITRANS, Western Isles Council and Transport Scotland to explore options for a West of Scotland PSO network, to include a regular commercial air link between Oban and Glasgow/Oban to Barra.	Increase annual number of PSO air passengers carried.	Western Isles Council, TS, HITRANS, HIAL, Air operators.
Rail Services				
Ref (SOA, CO & SO)	Outcome (by year 5)	Actions to achieve outcome	Success measures (in year)	Lead partners
2.1.2, CO11 & ET02	Safeguard and influence the improvement of rail links to, from Oban to central Scotland.	Support the initiative of five train services a day to Oban (school run provision).	Service launch in May 2014.	ScotRail and Hi-Trans.
Cycling and Walking				
Ref (SOA, CO & SO)	Outcome (by year 5)	Actions to achieve outcome	Success measures (in year and medium term)	Lead partners
2.1.2, 2.1.4, CO11 & ET02	Improve cycling and walking network across Argyll and Bute and improve active travel network, for example, Core Paths Plan, 2013, West Highland Way, Oban to St. Andrew's Pilgrim's Way and Columba Pilgrimage Way.	Bid submitted to Sustrans, 14 Feb 2014 – Community Link Programme.	Completion of Oban to Fort William cycleway in Argyll by 2015.	ABC, TS, Sustrans, HC, FCS and AICCT.

Notes: Ref (SOA, CO and SO) – reference to the Single Outcome Agreement, corporate outcome and service outcome which this particular outcome will contribute towards.

Lead partners: Scottish Government (SG); Transport Scotland (TS); Highlands & Islands Airports Ltd (HIAL); Argyll and Bute Council (ABC); Highland Council (HC); Forestry Commission Scotland (FCS) Argyll and the Isles Coast and Countryside Trust (AICCT).

Collaborative Oban, Lorn and the Isles

Theme – A Collaborative Oban, Lorn and the Isles (continued)				
Skills Development				
Ref (SOA, CO & SO)	Outcome (by year 5)	Actions to achieve outcome	Success measures (in year)	Lead partners
3.6.6, 5.6.7, CO1 & ET01	Skills development interventions respond to the needs of the Oban, Lorn and the Isles economy and support individuals and businesses realise their full potential.	Deliver a skills audit for Oban, Lorn and the Isles aligned to the proposed Argyll and Bute Skills Investment Plan, led by Skills Development Scotland.	Completion of Skills Audit by end of March 2015.	ABC, SDS and HIE.

Notes: Ref (SOA, CO and SO) – reference to the Single Outcome Agreement, corporate outcome and service outcome which this particular outcome will contribute towards.
 Leader partners: Leader partners: Argyll and Bute Council (ABC), Skills Development Scotland (SDS); Highlands and Islands Enterprise (HIE).

Compelling Oban, Lorn and the Isles

Theme – A Compelling Oban, Lorn and the Isles				
Increase Profile				
Ref (SOA, CO & SO)	Outcome (by year 5)	Actions to achieve outcome	Success measures (in year)	Lead partners
1.3.1, 1.3.2, 1.3.3, CO1 & ET01	Increase the profile of the Oban, Lorn and the Isles area to attract economically active new residents (individuals and families) inward investors and visitors (with a potential to locate to Oban, Lorn and the Isles) in order to promote economic development.	<p>Creation of a Promotional Action Plan/Market Campaign with input from local communities and employers.</p> <p>This will include addressing some key questions, such as:</p> <ul style="list-style-type: none"> • who is responsible? • resources required? • who we want to appeal to? • what are the Compelling messages for each key group? • how do we align with the other three Cs? • how do we reach target audiences? • who are our key partners? • how do we monitor? 	Delivery of unified approved plan/marketing campaign for Oban, Lorn and the Isles with resources assigned, by summer 2014.	ABC Comms team, ABC department, HIE, AITC and other appropriate Community Planning Partners.

Notes: Ref (SOA, CO and SO) – reference to the Single Outcome Agreement, corporate outcome and service outcome which this particular outcome will contribute towards.
 Leader partners: Argyll and Bute Council (ABC); Highlands and Islands Enterprise (HIE); Argyll and the Isles Tourism Co-operative Ltd (AITC).

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**Oban, Lorn and the Isles
Economic Development Action Plan**

**Oban, Lorn and the Isles Area Committee
15th April 2015**



Competitive Oban, Lorn and the Isles Success Measures 2014/15

Businesses:

- Business Gateway currently undertaking an audit of unsupported businesses – results to be provided at the Area Committee meeting.
- Business Gateway Adviser has regular contact with Oban BIDS group in order to identify opportunities for joint working.

Competitive Oban, Lorn and the Isles Success Measures 2014/15

Place:

- North Pier Maritime Visitor Centre – full business case signed off but delayed due to pending court action and need for new planning consent.
- Full business case for Oban Public Realm signed off; started on-site in January 2015 with phase 1.
- Phases 1b and 2 scheduled to start in September (include in 2015/16 EDAP).

Oban North Pier Maritime Visitor Facility – A fantastic visitor experience

Purpose built facility - Phase 1 of the North Pier Maritime Quarter - 3 further phases proposed finishing with Phase 4 an Integrated Maritime Quarter, inclusive of a short stay transit berthing/step ashore facility

Welcoming gathering area for visitors and cruise ship passengers

Also for use year-round by local residents

Circular public gathering space for events, covered by a timber and glass canopy

More toilets, showers & new laundry facilities

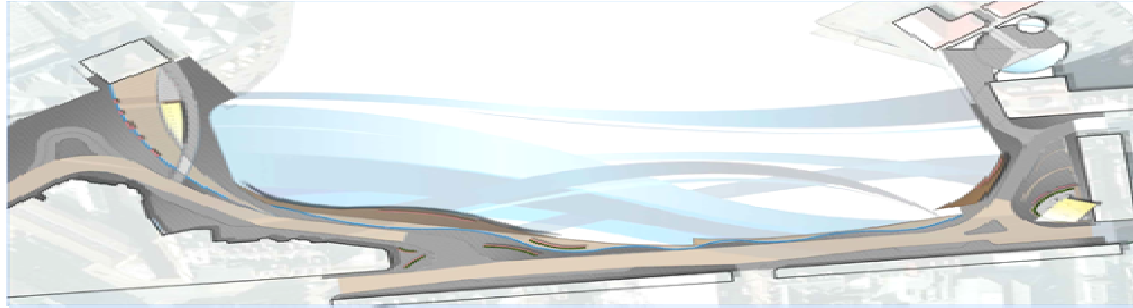
Welcoming area for tourists

New pier office

Secure locker facilities



Oban Public Realm Enhancing Oban Bay



Improving the public spaces in Stafford Street, parts of George Street, Queen's Park Place and Station Square.

Stafford Street - terraced spaces to sit; flexible events space with artwork and LED lighting.

Station Square - another events space; wider footpath;

flexible seating; ornamental planting and a new plinth for the clock tower.

George Street and Queen's Park Place - specially designed seating,

with planting and LED lighting; improved footpath;

refurbished railings.



Competitive Oban, Lorn and the Isles Success Measures 2014/15

Place (continued):

- Lorn Arc – project initiation document in place for Oban Airport Business Park; Kirk Road and looking to progress North Pier.
- Visionary workshop delivered and proposed study tours in 2015/16 with regard to developing Oban as a university town.

Competitive Oban, Lorn and the Isles Success Measures 2014/15

Sustainable Economic Assets - Renewable Energy:

- Renewable energy supply chain events – open to all businesses across Argyll and Bute.
- Scottish Islands Federation (SIF) conducting Energy Audits on Iona and Lismore as part of the SMILEGOV project. Delays with Luing and Mull but SIF is still supporting.

Sustainable Economic Assets – Tourism:

- Appointment of freelance Development Agents to provide capacity building support for O&L Tourism Association (OLTA) and Holiday Mull & Iona. Both organisations looking at new models and membership structures.
- Attendance at cruise ship conference in Barcelona in October 2014 provided a marketing focus for the whole of Argyll and Bute, including Oban.
- 16 cruise ship visits to Oban during 2014/15 with a total of 5,490 passengers. Aim to increase by 5% during 2015/16.
- Argyll Sea Kayak Trail completed (Arduaine and Ganavan launch points). Marketing materials produced.



Cruise Ships In Oban Bay

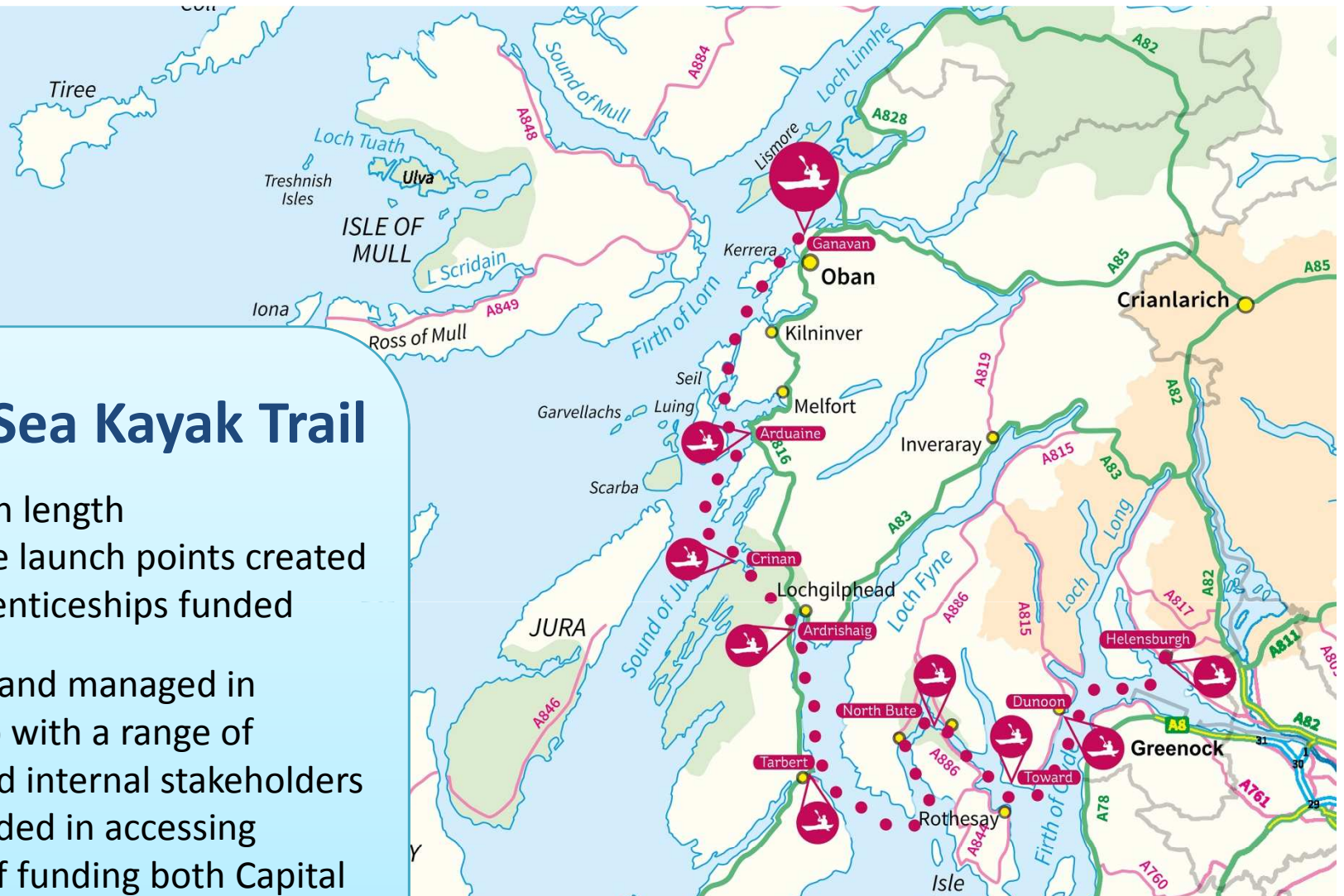




Argyll Sea Kayak Trail

130km in length
nine safe launch points created
10 apprenticeships funded

Developed and managed in partnership with a range of external and internal stakeholders and succeeded in accessing £500,000 of funding both Capital and Revenue, from coastal community fund and LEADER. The project continues until May 2015 and a further stage of development is planned.



Competitive Oban, Lorn and the Isles Success Measures 2014/15

Quality Food and Drink:

- Food and Drink growth grant secured by OLTA to develop the 'Seafood Capital of Scotland' branding for Oban (includes development of an Argyll wide food trail).
- National event in Oban in early November 2015 to celebrate 2015 as Scotland's Year of Food and Drink.
- Scottish Abattoir Programme, 2013-2015 – business mentoring, planning advice and capital support is progressing with a particular focus on chiller units on Mull. Support due to be concluded by end of May 2015.

Connected Oban, Lorn and the Isles Success Measures 2014/15

Digital Connectivity/Utilities:

- Superfast broadband - Oban, October 2014; Connel, Craignure, Ledaig, Dalmally, Taynuilt, Kilmelford and Balvicar – summer 2015
- Community Broadband Scotland – progressing Giga+ Argyll: Mull, Iona, Luing and Lismore.
- Mobile phone signal – progressing Vodafone Rural: Dunbeg, Connel, Luing, Seil, Easdal and Crossaig (Tiree).
- Grid improvements: Argyll wide study between the timber industry and SSE.
- Coll 4G mast installed and running with council revenue support.

Connected Oban, Lorn and the Isles Success Measures 2014/15

Road Transport Infrastructure:

- OLI Capital Roads Reconstruction Programme, 2014/15 presented to the Area Committee and the Roads Annual Status and Options Report presented to the ED&I Committee both align with the Roads Asset Management and Maintenance Strategy.
- Trunk Road Liaison meetings and meetings of the Argyll Timber Transport Group (ATTG) are attended regularly by Council officers.
- Kerrera community application to Coastal Community Fund for Kerrera road – not enough detailed evidence to advance with Stage 2 application.

Connected Oban, Lorn and the Isles Success Measures 2014/15

Road Transport Infrastructure (continued):

- HIE to undertake a study in relation to transport connectivity and the economy in Argyll and Bute. Key objectives:
 - assess the extent to which transport connectivity between Oban and Glasgow/Inverclyde area, has a real impact on businesses, service providers, and the potential for future economic growth. (Identifying problems)
 - consider the scope for major transformative investments in transport infrastructure to produce transformative economic impacts. (Identifying opportunities)

Connected Oban, Lorn and the Isles Success Measures 2014/15

Ferry Transport Infrastructure:

- Transfer of responsibility of Council operated ferry services ongoing.
- Continue to influence ferry operator with commuter needs from Mull.
- Iona ferry slip refurbishment on site (£1.4m).

Air Services Transport Infrastructure:

- Passenger figures for the third quarter 2014/15 were 780 - an increase of 12.8% when comparing with the same quarter in the previous year.
- For the full calendar year 2014 a total of 3,516 passengers were carried. This is an annual increase of 5.5% compared with 2013 when 3,334 passengers were carried.
- Pursuing start-up funding with various agencies for flights from Oban to Glasgow and Oban to Barra.

Connected Oban, Lorn and the Isles Success Measures 2014/15

Rail Transport Infrastructure:

- Six trains per day between Oban and Glasgow. Utilised by school pupils.

Cycling and Walking Transport Infrastructure:

- Oban to Fort William cycleway completed in Argyll section – land issues to be resolved in part of the Highland area to complete the route.

Ferry Fares:

- Introduction of RET: 44% reduction in passenger fares; 55% reduction in car fares. Mull and Iona will begin to benefit from fare reductions from October 2015.

Collaborative and Compelling Oban, Lorn and the Isles Success Measures 2014/15

Compelling Argyll and Bute Administrative Areas Study:

- Detailed study underway which has two overarching objectives:
 1. To undertake a detailed economic profiling and analysis of Argyll and Bute and each of the four sub-areas, with a particular focus on **skills development** issues.
 2. To develop '**compelling**' propositions/promotional action plans for Argyll and Bute and Oban, Lorn and the Isles in order to attract the economically active through the collation of the findings from desk-based research and primary research (to include input from local communities and employers).
- Study timescale extended to end of April 2015 to cover a focus on public sector employment as per outcome 1.8.2 of the SOA.

Next Steps

- Report back to the Area Committee on key issues such as the Compelling Argyll and Bute Administrative Area study.
- Organise a discrete half day workshops with the Area Committee and Area Community Planning Group to discuss actions to be included in the 2015/16 OLI EDAP.
- Area Committee to approve 2015/16 OLI EDAP.

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ARGYLL AND BUTE COUNCIL

Oban Lorn and the Isles (OLI)
Area Committee

DEVELOPMENT AND
INFRASTRUCTURE SERVICES

15th April, 2015

**OBAN CHORD - OBAN NORTH PIER MARITIME QUARTER – UPDATE AND
REQUEST FOR FUNDING**

1.0 EXECUTIVE SUMMARY

1.1 There are now essentially four phases to the delivery of the Oban North Pier Maritime Quarter. Phase 1 consists of the North Pier Maritime Visitor Facility, for which the Full Business case was approved by Council in September 2014. Following a non-planning legal challenge from an adjacent business a revised planning application has subsequently been lodged and a decision is expected later this month. Phases 2 and 3 addresses the need for interim step ashore solutions for cruise liner passengers and other users for 2015 and 2016, whilst Phase 4 will outline the development process for an Integrated Maritime Quarter Facility, inclusive of a short stay transit berthing/step ashore facility.

1.2 The purpose of this report is to:

a) update members on the current position in delivering the Oban North Pier Maritime Quarter;

b) advise members on the outcome of the evaluation of OBM Ltd's recent Business Plan;

c) seek support to proceed with the interim step ashore solutions for 2015 as outlined in the paper;

d) seek support to recommend to the Policy and Resource Committee the approval to drawdown £45,000 to advance the development stage of the interim step ashore solution for 2016.

1.5 It is recommended that the OLI Area Committee:

- Note and endorse the contents of this paper;

- Request officers to implement the interim step ashore solution proposals for 2015;
- Recommend to the Policy and Resource Committee, for their interest, the drawdown of £45,000 to implement the development stage of the interim step ashore solution for 2016;
- Request officers to bring an update report outlining the implementation cost of delivering the 2016 interim step ashore solution following completion of the development stage, which is likely to be around September/October 2015; and
- That the Oban CHORD Project Managers brings an update report on the delivery of the Oban North Pier Maritime Quarter to subsequent Area Committee meetings.

ARGYLL AND BUTE COUNCIL

Oban Lorn and the Isles (OLI)
Area Committee

DEVELOPMENT AND
INFRASTRUCTURE SERVICES

15th April, 2015

OBAN CHORD - OBAN NORTH PIER MARITIME QUARTER – UPDATE AND
REQUEST FOR FUNDING

2.0 SUMMARY

2.1 Aim of Update

To update members on the delivery of the Oban North Pier Maritime Quarter and to seek support to take forward the interim step ashore solution proposals for 2015 and 2016, whilst progressing the development of the Integrated Maritime Quarter Facility.

3.0 RECOMMENDATIONS

3.1 It is recommended that the OLI Area Committee:

- Note and endorse the contents of this paper;
- Request officers to implement the interim step ashore solution proposals for 2015;
- Recommend to the Policy and Resource Committee, for their interest, the drawdown of £45,000 to implement the development stage of the interim step ashore solution for 2016;
- Request officers to bring an update report outlining the implementation cost of delivering the 2016 interim step ashore solution following completion of the development stage, which is likely to be around September/October 2015; and
- That the Oban CHORD Project Managers bring an update report on the delivery of the Oban North Pier Maritime Quarter to subsequent Area Committee meetings.

4.0 DETAILS

4.1 There are essentially now four phases to the delivery of the Oban North Pier Maritime Quarter:

- **Phase 1 - North Pier Maritime Visitor Facility**
- **Phase 2 – Interim step ashore solution for 2015**
- **Phase 3 - Interim step ashore solution for 2016**
- **Phase 4 - Integrated Maritime Quarter Facility**, inclusive of a short stay transit berthing/step ashore facility.

4.2 The CHORD Full Business Case for **North Pier Maritime Visitor Facility** was approved by members in September 2014. Following a non-planning legal challenge from an adjacent business the project has been delayed. To help take the project forward an amended planning application has been lodged, a decision on the revised planning application is expected later this month. The outcome of the legal challenge is also awaited.

The project will provide key facilities for maritime visitors, residents and local businesses in due course. Current programme is for a site start by autumn 2015 with completion summer 2016.

4.3 The delivery of a financially viable Business Case, supported by all key stakeholders for the provision of a **Step Ashore Transit Facility** has still to be made despite various reports being undertaken over the last few years. This is because there are challenging practical deliverability issues which required to be resolved, which include potential conflict with ferries, sea conditions, attenuation issues etc. There is also procurement and state aid issues which require to be addressed, especially if public monies are given to a third party to deliver and/or operate the facility.

4.3.1 The latest Business Plan submitted by OBM Community Interest Company (OBM), (jointly funded by HIE and ABC), was predicated on the Council and HIE contributing £200,000 each (subject to formal approval) is not financially viable as it requires the public sector to fund the infrastructure works (dredging, attenuator and cruise ship tender berth and access bridge), circa £1.6m and in addition make a contribution of circa £250k split between the Council and HIE towards the pontoons and associated costs (licence fees, contract manager etc.) estimated to be circa £610k. The current OBM business plan estimates the cost of delivering a 36 berth visitor pontoons, individual fuel pontoon and a dedicated sheltered cruise ship landing stage to be circa £2.212m. Even with the above level of capital funding the proposed facility is forecasted to generate a marginal surplus, which may be insufficient to cover maintenance costs going forward.

Based on discussions with the Scottish Government's State Aid Unit this level of public funding if given directly to a third party is likely to raise state

aid issues, which is deemed a high risk.

It should be noted that the OBM Ltd current planning permission expires in July 2015 and their revised scheme which their current Business Plan is based upon requires a further planning consent. The current planning permission has 16 conditions including details of a safety management system being agreed with various parties, including CMAL. The details of this safety system have still to be submitted to planning.

4.4 Given that a viable Business Case for the provision of a Step Ashore Transit Facility has still to be made, officers have been looking at Interim Step Ashore Solutions for 2015 and 2016, details of which are outlined below.

4.4.1 2015 Solution – Improve the existing Oban Times slipway by removing the central fencing to enable both sides to be used for the safe stepping ashore for cruise passengers arriving on the Queen Mary in May and The World in October, thus doubling capacity and maintain security by using the existing fencing at 90 degrees at the top of the slip. Set up a meet and greet area with a waiting area fenced off and secure on the north pier – The Oban Harbour Master needs one day to adjust the fencing and place the existing meet and greet facility on the North Pier. There is no need for additional staff resource or a project plan. The full existing process is in place to cover these events. The existing committee are in full contact with the relevant partners and suppliers, and work with Marine Operations at all times. Officers will endeavour to extend this arrangement for other cruise liners arriving this summer.

4.4.2 2016 Solution – A fixed piled landing platform with an attached bridge put in place alongside the North Pier – see attached Project Plan, **Appendix A**, to demonstrate indicative timelines for delivery. To deliver this solution a Marine Licence as well as approval from the Crown Estate, Immigration and Argyll and Bute Council planning requires to be in place. To achieve the necessary statutory approvals, services will require to be procured to prepare the necessary applications and supportive documentation including, design proposals, site and dive surveys and site plans that are required to inform the statutory consultation process. The estimated cost of the design development stage is circa £45,000. In addition this process and resultant documentation will inform the most appropriate procurement route and estimated capital cost to deliver this interim solution, which will be reported to members in September/October 2015. As shown in **Appendix A**, the timescale for delivering this solution for summer 2016 is extremely tight and will require close monitoring of the various tasks and decisions taken timeously. This is likely to require decisions to be taken out with the Council's Programme of Meetings

4.5 Phase 4 – Integrated Maritime Quarter - Given that development

proposals for the Lorn Arc North Pier extension project will shortly be underway, subject to member approval of the development funding, it would make sense that the Step Ashore Transit Facility form an integral part of the North Pier Maritime Quarter Masterplan thus ensuring better value for money as well as a cohesive development. Once the masterplan is approved, there is a viable FBC and the strategic infrastructure is in place, the Council will then have the opportunity to market a serviced site for visitor pontoons run by a commercial operator, or run it as a commercial council asset if a suitable commercial operator is not found. The timescale for delivery is 2 – 3 years subject to members' approval of the Masterplan and FBC.

5.0 CONCLUSION

5.1 Despite there still being challenging issues to address involving a number of stakeholders, progress is being made in delivering the **Oban North Pier Maritime Quarter**, with hopefully a start on site autumn this year with the commencement of the North Pier Maritime Visitor Facility. In addition officers will, subject to council approval, progress the development stage of an Interim Step Ashore solution and update members in September/October 2015 of the likely implementation costs of delivering the interim 2016 solution followed by progressing the delivery of a permanent integrated Step Ashore Transit Berthing Facility solution in 2017/18.

6.0 IMPLICATIONS

6.1 POLICY

The delivery of the CHORD Programme fits with the Council's Corporate Plan, SOA and approved Development Plan policy for town centre regeneration.

6.2 FINANCIAL

There are sufficient funds available within the remaining Oban CHORD programme allocation to deliver the project identified above subject to Member approval.

6.3 LEGAL

Each of the CHORD projects requires differing levels of legal resources to ensure their timely delivery. Legal resources have been allocated for the active projects.

6.4 EQUALITY

An Equalities Impact Assessment has been undertaken for Oban CHORD.

6.5 CUSTOMER SERVICE - None

6.6 RISK

As stated in section 4.3 i.e. an agreed safety management system in place, addressing sea conditions, obtaining the necessary statutory approvals and licences and addressing procurement and state aid issues.

Executive Director of Development & Infrastructure – Pippa Milne.

April, 2015

For further information – please contact Linda Houston, Oban Regeneration Project Manager, 01631 569181 or Helen Ford, CHORD Programme Manager Development and Infrastructure Services, Economic Development and Strategic Transportation 01436 658839.

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	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD	AE	AF
1	Project Plan for delivery of step ashore interim solution for summer 2016								Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	01/04/2016	01/05/2016	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17
2																																
3	DESIGN DEVELOPMENT																															
4	Procurement of design team		Illustrative dates only																													
5			START	FINISH																												
6	to include evaluation, CARR, and award		27/04/2015	26/06/2015																												
7																																
8																																
9	Design development																															
10	to include mobilisation, design, design approval		29/06/2015	07/08/2015																												
11	Design revisions following consultations		10/08/2015	30/11/2015																												
12																																
13																																
14	CONSULTATION, CONSENTS AND LICENCES																															
15																																
16	Department of Transport																															
17	For extension to immigration license to North Pier to include site inspections		10/08/2015	05/01/2016																												
18	Pre consultation																															
19	To inform planning applications.		10/08/2015	31/08/2015																												
20	Marine Scotland Licence Application		31/08/2015	30/11/2015																												
21	The Crown Estate (Marine Works Application) (allow 12 weeks) (STATUTORY)		31/08/2015	30/11/2015																												
22	The Marine Scotland license and the Crown Estate application can run at the same time but the Crown Estate will not decide until after the Marine Scotland license is granted																															
23																																
24	Argyll and Bute Council Planning application		31/08/2015	30/11/2015																												
25																																
26	PROCUREMENT OF CONTRACTOR (based on open tender)																															
27	Tender		16/11/2015	11/03/2016																												
28																																
29	CONSTRUCTION																															
30	Including mobilisation to operational		14/03/2016	01/07/2016																												
31	Allowing 4 months																															
32																																
33																																
34	A Pre-Application Consultation process (PAC) is requested this can take 12 weeks. The above project plan has assumed this will not be necessary																															

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ARGYLL AND BUTE COUNCIL
**Oban, Lorn and the Isles (OLI)
Area Committee**
**DEVELOPMENT & INFRASTRUCTURE
SERVICES**
15th April, 2015

LORN ARC – UPDATE REPORT AS AT 23 MARCH 2015

1. EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to update the OLI Area Committee on progress in delivering the Lorn Arc Tax Incremental Financing Programme and its 9 capital infrastructure investment projects led by Development and Infrastructure Services. The attached Highlight Report (Appendix A) outlines the current position of the projects as at the 23 March 2015.
- 1.2 This report sets out the envisaged timeline for start dates for each of the nine projects within the Lorn Arc programme and provides a brief synopsis of the current position relating to each of the 9 projects.
- 1.3 Of particular note, the Lorn Arc programme requires the first material investment in one of the sub-projects to be made before the end of September 2015. It has been determined that this first material investment should be the construction of an access road to facilitate the development of a new business park on Council owned land adjacent to Oban Airport (Project 9). Start up costs were approved for this project by Policy and Resources committee on 5th February 2015. A planning application is expected to be submitted for the proposed access road and related outline masterplan at the time of writing this report, and is expected to be determined within 4 to 6 weeks. Meanwhile, work is continuing on the production of an Economic Impact Assessment and Full Business Case (FBC) to assess the merits on implementing this project. This FBC is expected to be presented initially to a special Oban, Lorn and the Isles Area Committee on 1st May, 2015 for their views and then on to Policy and Resources Committee for determination on 14th May 2015. In addition, work is also continuing on the finalised design of the road so that the project can be tendered immediately following Committee, assuming an approval of the FBC, and importantly so that work can begin on site prior to the end of September deadline.
- 1.4 Budget: Two of the projects have start up cost capital budgets approved and the projects are both operating within these budgets at the present time. Summary details are contained within Appendix A.

Total capital budget of approved borrowing	£18.9m 2015 – 2020
Income received to date	None
Total capital funds committed	£333,650
Total capital project spend to date	£13,051
Balance of committed funds	£320,599

- 1.6 It is recommended that the OLI Area Committee:-

- Note the current progress with the Lorn Arc Programme; and

- Note that progress reports will be presented to OLI Area Committees on a quarterly basis.

ARGYLL AND BUTE COUNCIL
**Oban, Lorn and the Isles (OLI)
Area Committee**
**DEVELOPMENT & INFRASTRUCTURE
SERVICES**
15th April, 2015

LORN ARC – UPDATE REPORT AS AT 23 MARCH 2015

2. INTRODUCTION

- 2.1 This report provides an update to the OLI Area Committee on progress in delivering the Lorn Arc Tax Incremental Financing Programme and its 9 capital infrastructure investment projects led by Development and Infrastructure Services. The attached Highlight Report (Appendix A) along with a Programme Plan (Appendix B) outlines the current position of the projects as at the 23 March 2015.

3 RECOMMENDATION

- 3.1 It is recommended that the OLI Area Committee:-

- Note the current progress with the Lorn Arc Programme; and
- Note that progress reports will be presented to OLI Area Committees on a quarterly basis.

4. DETAILS

- 4.1 The envisaged timeline for start dates for each of the nine projects within the Lorn Arc programme are set out in Table 1 below.

Table 1 : Capital investment start dates			
TIF Asset project	Construction start date (financial yearly quarter – Q1-4)		
	15/16	16/17	17/18
1 - Lorn Rd / Kirk Rd Improvements, Dunbeg		Q4	
2 - Gateway Features / Traffic Calming, Dunbeg		Q4	
3 - Halfwayhouse Roundabout / Dunbeg Development Road, Dunbeg		Q4	
4 - South Oban			Q4

Development Zone			
5 - North Pier Extension, Oban		Q3	
6 - North Pier Streetscape, Oban		Q4	
7 - Access Improvements, Barcaldine		Q2	
8 - Operations + Maintenance Port Infrastructure, Barcaldine			Q4
9 - Existing Access Improvements and Business Park Enablement, Oban Airport	Q2		

- 4.1 **Progress** – At the present time all of the nine projects remain on track to be delivered within the timescales detailed in Table 1 above. A brief synopsis of each of the projects progress is detailed below :-
- 4.11 **Project 1 - Lorn Rd / Kirk Rd Improvements, Dunbeg** – Start up cost were approved for this project on the 19th March 2015 by the Policy and Resources Committee. Initial design works are complete. Purchase negotiations are underway to secure the necessary land. A planning application has been submitted with a decision awaited. A FBC on the merits of implementing this project is expected to be presented, with a recommended course of action from the Oban Lorn and the Isles Area Committee, to the Policy and Resources Committee for decision on the 29/10/15.
- 4.12 **Project 2 - Gateway Features / Traffic Calming, Dunbeg** – No significant progress has been made in relation to this project which is not seen as a priority at the present time. Signage has been installed by Highlands and Islands Enterprise which provides direction to the European Marine Science Park and SAMs. A report will be presented to Members at a later date requesting Start up costs for this project.
- 4.13 **Project 3 - Halfwayhouse Roundabout / Dunbeg Development Road, Dunbeg** – negotiations / discussions are taking place with developers to identify the best way forward in terms of scope and partnership working arrangements for this project. A report will be presented to Members at a later date requesting Start up costs for this project.
- 4.14 **Project 4 - South Oban Development Zone** – No significant progress has been made in relation to this project which is not seen as a priority at the present time. This project requires a revised FBC to be prepared and submitted to the Scottish Government for approval. This FBC will need to scope out the infrastructure investments required along with the potential benefits and financial forecasts. A report will be presented to Members at a later date requesting Start up costs for this project.

- 4.15 **Project 5 - North Pier Extension, Oban** – The OLI Area Committee have been requested to approve Start up costs for this project at the current meeting (15th April 2015). See separate Report.
- 4.16 **Project 6 - North Pier Streetscape, Oban** – discussions will take place following the finalisation of the Oban CHORD Public Realm scheme and sign off of a Project 5 Full Business case before determining how to best proceed with this element given the location and need for this work to be undertaken when the North Pier is not a construction site.
- 4.17 **Project 7 - Access Improvements, Barcaldine** - negotiations / discussions are taking place with developers to identify the best way forward in terms of scope and partnership working arrangements for this project. A report will be presented to Members at a later date requesting Start up costs for this project.
- 4.18 **Project 8 - Operations + Maintenance Port Infrastructure, Barcaldine** - negotiations / discussions are taking place with developers to identify the best way forward in terms of scope and partnership working arrangements for this project. This project requires a revised FBC to be prepared and submitted to the Scottish Government for approval. This FBC will need to scope out the infrastructure investments required along with the potential benefits and financial forecasts. A report will be presented to Members at a later date requesting Start up costs for this project.
- 4.19 **Project 9 – Existing Access Improvements and Business Park Enablement, Oban Airport** - Start up costs were approved for this project by Policy and Resources committee on 5th February 2015. A planning application is expected to be submitted for the proposed access road and related outline masterplan at the time of writing this report, and is expected to be determined within 4 to 6 weeks. Meanwhile work is continuing on the production of an Economic Impact Assessment and Full Business Case (FBC) to assess the merits on implementing this project. This FBC is expected to be presented initially to Oban, Lorn and the Isles Area committee for their views on 1stMay, 2015 and then on to Policy and Resources Committee for determination on 14th May 2015. In addition work is also continuing on the finalised design of the road so that the project can be tendered immediately following Committee approval of the FBC and importantly so that work can begin on site prior to the end of September, 2015 deadline.
- 4.2 **Resourcing** – recruiting is required for a Lorn Arc Programme Administrative Assistant to help with organisational and administration tasks associated with the programme. It is intended to advertise for this post during May/June 2015. The resources required to deliver the Lorn Arc Programme will be continually monitored and reported to the Policy and Resource Committee.
- 4.3 **Budget:** Two of the projects have start up cost capital budgets approved and the projects are both operating within these budgets at the present time. Details are contained within the approved Committee project start up reports and summarised in Appendix A.

Total capital budget approved	£18.9m
Income received to date	None
Total capital funds committed to date	£333,650
Total capital project spend to date	£13,051

Balance of committed funds	£320,599
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5 CONCLUSION

- 5.1 Most significantly Project 9 – Existing Access Improvements and Business Park Enablement, Oban Airport is on track to be implemented on site prior to the end of September 2015 deadline for a first material investment to be made as required by the Scottish Government.
- 5.2 At the present time all of the nine projects remain on track to be delivered within the timescales detailed in table 1 above. Progress against the Programme Plan is regularly reviewed by the Programme Manager and at monthly Development and Infrastructure Management Team meetings. As detailed in the Lorn Arc programme PID approved on 22nd January 2015, progress reports will be brought to Policy and Resource Committee meetings on a quarterly basis.

6. IMPLICATIONS

POLICY	The delivery of this project fits with the Council's Corporate Plan, Single Outcome Agreement and approved Development Plan policy for town centre regeneration. The economic outcomes from this project will contribute to the Government's Economic Strategy.
FINANCIAL	As outlined in section 4.3 above.
LEGAL	Each project will have differing legal requirements, this will be laid out in each project's Project Initiation Document. No legal issues at Programme level.
PERSONNEL	Recruitment for an Admin Officer will take place shortly. The resources required to deliver the Lorn Arc Programme will be continually monitored and reported to the Policy and Resource Committee.
EQUAL OPPORTUNITIES	There are no equal opportunities implications.
RISK	As outlined in Appendix A
CUSTOMER SERVICE	There are no customer service implications.

Pippa Milne
Executive Director Development and Infrastructure Services.

27th March 2015

For further information - please contact :
Linda Houston (01631 569181) or Adrian Jackson-Stark (01631 567970)
Oban Lorn Arc Regeneration Project Manager,
Economic Development and Strategic Transportation,
Development and Infrastructure Services.

Attached: Appendix A – Lorn Arc Programme Highlight Report March 2015

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Appendix A: Lorn Arc Investment Programme: Project Highlight Report - 25th March, 2015

Risk: Green –low risk (under 5); Amber – medium risk (5 – 15) and Red - high risk (15-25)

TIF Asset Project	Overall	Time	Quality	Budget	Outcomes/Benefits	Notes
1 - Lorn Rd / Kirk Rd Improvements, Dunbeg	Road widening and junction improvements to provide better access to SAMS/EMSP area Planning application submitted. CPO process underway. FBC anticipated to be presented to P & R Committee, October 2015	2016/17 Q4	n/a at this stage	£238,100 Start Up budget approved	Socio-economic and NDR uplift	
2 - Gateway Features / Traffic Calming, Dunbeg	Signage has been installed by HIE. Not a priority at this time. Request for start up funds will come later.	2016/17 Q4				
3 - Halfwayhouse Roundabout / Dunbeg Development Road, Dunbeg	Discussions are underway with developers with regard to the best way forward. Request for start up funds will come later.	2016/17 Q4				
4 - South Oban Development Zone	No progress at this stage.	2017/18 Q4				

5 - North Pier Extension, Oban	Extension of North Pier berthing face to maximise potential for growth in marine tourism in the Bay	2016/17 Q3		Start Up budget approval being sought April/May 2015	Additional port fees, parking fees and potential NDR from wider Oban economic development	
6 - North Pier Streetscape, Oban	No progress at this stage. Await the finalisation of the Oban CHORD Public Realm and North Pier MVF schemes and final plans approved for 5 above.	2016/17 Q4				
7 - Access Improvements, Barcaldine	Discussions are underway with developers with regard to the best way forward. Request for start up funds will come later.	2016/17 Q2				
8 - Operations + Maintenance Port Infrastructure, Barcaldine	Discussions are underway with developers with regard to the best way forward. Request for start up funds will come later.	2017/18 Q4				
9 - Existing Access Improvements and Business Park Enablement, Oban Airport	To construct a new access road to allow the opening up of a new business park adjacent to the existing airport. Access Road and related	2015/16 Q2		£95,550 Start Up budget approved from within £0.59m overall	EIA and Full Business Case being prepared. Estimated potential provision of 14,270m2 new industrial	

	Outline Masterplan planning applications due to be submitted by end March, 2015 and consultants appointed to prepare related EIA and FBC for decision making in May, 2015			budget allocation	commercial space with associated employment and NDR uplift.	
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ARGYLL AND BUTE COUNCIL
DEVELOPMENT & INFRASTRUCTURE
SERVICES

Oban, Lorn and the Isles
Area Committee
15th April, 2015

**LORN ARC TAX INCREMENTAL FINANCING (TIF) ASSET PROJECT 5 – OBAN
NORTH PIER EXTENSION
START UP REPORT**

1.0 EXECUTIVE SUMMARY

- 1.1 The Full Business Case for the Lorn Arc Tax Incremental Financing (TIF) programme outlines the proposals for delivering a £18.89 million package of infrastructure improvements including access to the Scottish Association for Marine Science (SAMS) / European Marine Science Park, measures to improve Port and Marine facilities within the Lorn Arc area and other business related infrastructure which will support the delivery of the Local Development Plan and assist population and economic growth through the generation of new employment opportunities.
- 1.2 TIF arrangements will allow Argyll and Bute Council to retain and use additional Non Domestic Rates (NDR) generated once borrowing has been repaid, within an agreed boundary over a 25 year period.
- 1.3 Project 5 - Oban North Pier Extension, within the Lorn Arc programme business case approved by Scottish Government should now be taken forward.
- 1.4 This report provides the following information:
- Additional detail relating to the projected startup costs associated with bringing this project to Full Business Case (FBC) stage; and
 - An outline of the background for Project Number 5 to be taken to Full Business Case.
- 1.5 Preparatory works are required to inform the FBC and will include marine and land based surveys, design and engineering work, preparation of planning applications and other statutory consents, environmental and economic impact assessments, full business case report production and preparation of procurement documentation costs. These costs form part of the £18.89m TIF funded borrowing potential.
- 1.6 At present the OLI Area Committee is only being requested to recommend to the Policy and Resources Committee that a start up budget be approved to take this project to full business case.** Consideration as to whether this project should be implemented is determinate on the outcome of the full business case and subsequent consideration by Members. The Full Business Case is currently expected to be presented to the Oban, Lorn and the Isles Area Committee on 9th December, 2015 and then the Policy and Resources

Committee on 17th December 2015. This timetable is based on the assumption that tender invitations can be issued by 8th May for the design work and 3rd July for the Economic Impact Assessment and FBC report.

1.7 **Recommendation**

1.8 That Members:

- Recommend that the Policy and Resources Committee approve the drawdown of borrowing for a total of **up to £560k** for the development of a Full Business Case for Lorn Arc Project 5 – North Pier extension. These resources will be held in a defined budget and managed as detailed in the Lorn Arc Programme PID.
- Note that the Full Business Case for Project 5 will be reported to a future OLI Area Committee and subsequent Policy and Resources Committee before moving to the implementation stage.

ARGYLL AND BUTE COUNCIL

Oban, Lorn and the Isles

DEVELOPMENT & INFRASTRUCTURE
SERVICES

15th April, 2015

**LORN ARC TAX INCREMENTAL FINANCING (TIF) ASSET PROJECT 5 - OBAN
NORTH PIER EXTENSION
START UP REPORT**

2.0 INTRODUCTION

2.1 This report provides the following information:-

- a. Additional detail relating to the projected start up costs associated with bringing this project to Full Business Case stage.
- b. An outline of the background for Project 5 – Oban North Pier extension – to be taken to full business case.

3.0 RECOMMENDATIONS

3.1 That Members:

- Recommend that the Policy and Resources Committee approve the drawdown of borrowing for a total of up to £560k for the development of a Full Business Case for Lorn Arc Project 5 – Oban North Pier Extension. These resources will be held in a defined budget and managed as detailed in the Lorn Arc Programme PID.
- Note that the Full Business Case for Project 5 will be reported to a future OLI Area Committee and subsequent Policy and Resources Committee before moving to the implementation stage.

4.0 DETAIL

LORN ARC PROGRAMME

4.1 By way of background, a TIF programme must demonstrate that the funded enabling infrastructure that unlocks regeneration and sustainable economic growth will generate additional public sector revenues to repay the financing requirements of the enabling infrastructure. A full business case for the Lorn Arc TIF programme has previously been developed and approved by both the Council and Scottish Government.

4.2 The Lorn Arc programme is considered to be essential for Lorn and indeed wider Argyll and Bute. The focus of Lorn Arc is on delivering essential infrastructure to unlock private sector investment on a number of identified investment opportunities. The Council is mindful that Lorn Arc represents enabled borrowing for up to £18.89 million and not a grant. This requires that it be paid back by the Council over a 25 year period with principally additional non domestic rates being used to pay this money back. Lorn Arc will only succeed if investment is

forthcoming from the private sector and consequently it will rely on partnership working to deliver the desired outcomes. The Council also recognises that Lorn Arc will require investment from outwith Lorn.

- 4.3 The governance arrangements set out in the PID require that project start-ups and the costs associated with preparing a full business case are approved by the Policy and Resources Committee. A full business case is necessary to ensure that the project is viable and prudent. Preparatory works are required to inform the full business case and often include site surveys, design work, preparation of planning applications, economic impact assessments and procurement costs.
- 4.4 Start-up costs for each project are likely to constitute 15 - 20% of the overall capital costs of the proposed project. In the case of Project 5 – North Pier extension, it has been possible to bring these cost estimates down slightly due to the resources previously allocated to other related exploratory projects within the Bay. These costs form part of the £18.89m TIF funded borrowing.
- 4.5 A summary of Lorn Arc TIF Project 5 - Oban North Pier Extension was provided in the approved Lorn Arc TIF Business Case and is detailed in the following table:-

Table 1 : Summary of TIF Asset project	
Project No. 5	North Pier Extension, Oban
Purpose	Additional harbour areas to support existing uses and cater for increasing demands for a variety of marine sectors through extension of North Pier berthing face by around 50m and the creation of circa 2,000m ² of additional space for access, parking, and potential development land. An allowance has also been made for minor pontoon works and for improving utility connections at the pier face.
Finance	Indicative Cost - £5.2M TIF Investment - £5.2M
Justification summary	Additional harbour areas to support existing uses and cater for increasing demands for a variety of sectors is expected to result in additional port fees, parking fees and potential NDR from new or expanded facilities around the North Pier area. A full design and planning exercise is required to advance this proposal and therefore an allowance of 50% optimism bias has been allowed. The investment is essentially to improve an existing facility and there is considerable scope to amend the extent and specification to meet the budget and therefore the overall risks are seen as low in terms of deliverability.
Delivery Timescales	2015 – 2018

- 4.6 The current report that is before Members follows the process outlined in the approved PID. This entails approval from Policy and Resources Committee for a

budget to produce a Full Business Case which demonstrates whether or not the project should proceed to implementation stage. In line with the PID the Full Business Case for Project 5 will be reported to a future OLI Area Committee and subsequent Policy and Resources Committee in due course before the project moves to the implementation stage.

- 4.9 In order to produce a Full Business Case for this project a drawdown of up to £560k is required. The detailed breakdown of these costs is detailed in Appendix 1 (exempt item).
- 4.10 The Start Up budget is required to enable an informed decision to be made on whether or not to go ahead with implementing this project on the ground. The costs involved are detailed in Appendix 1, The start up costs comprise of internal charges for services provided by Council services for administering planning applications and other statutory duties, along with the bulk of the budget which is required to cover site analysis, design and engineering. Efforts have been made to utilise Council services for relevant elements of the start up process where possible and competitively priced, with only elements that cannot reasonably be undertaken in house being outsourced to external consultants.
- 4.11 It should be noted that the proposed start up cost budget is not considered to represent a target for spend. Every effort will be made to reduce costs, whilst ensuring that all work undertaken remains fit for purpose and that the wider delivery agenda has been fully considered.
- 4.12 The Full Business Case is currently expected to be presented to an Oban, Lorn and the Isles Area Committee on 9th December and then the Policy and Resources Committee on 17th December 2015. This will include full details of the delivery programme for completion of this project. This timetable is based on the assumption that tender invitations can be issued by 8th May, 2015 for the design work and 3rd July, 2015 for the Economic Impact Assessment and FBC report. An initial project timetable is provided in Appendix 2 attached.

5.0 CONCLUSION

- 5.1 The Lorn Arc TIF Project 5 - North Pier Extension, Oban is considered to be a vital element in the overall Lorn Arc Programme, delivering an essential extension of the North Pier berthing face by around 50m and the creation of circa 2,000m² of additional space for access, parking, and potential development land. An allowance has also been made for minor pontoon works and for improving utility connections at the pier face.

Start-up costs are required to develop a full business case which will ensure that the project is viable and prudent. The Policy and Resources Committee will be asked to approve the full business case, following consideration by the Oban, Lorn and the Isles Area Committee, before the project proceeds to implementation.

6.0 IMPLICATIONS

- 6.1 **Policy** - The delivery of the Lorn Arc Programme supports the delivery of the Council's Corporate Plan, Single Outcome Agreement, EDAP and the draft Local Development Plan. The economic outcomes from this programme will

also contribute to the Government's Economic Strategy.

- 6.2 **Financial** - The Lorn Arc TIF business case has secured the ability of the Council to borrow up to £18.89 million to take forward the Lorn Arc Programme. Approval of a budget to cover the startup costs for this TIF Asset project is essential to enable a full business case to be produced to establish the viability of this project.
- 6.3 **Legal** - None.
- 6.4 **HR** - None.
- 6.5 **Equalities** - An equalities impact assessment has been undertaken as part of the Full Business Case process. The Lorn Arc programme will comply with the Council's equality and sustainability policies. This TIF project's full business case will include an equalities impact assessment and a sustainability assessment.
- 6.6 **Risk** - A risk assessment has been undertaken as part of the Lorn Arc full business case and a risk register forms an integral part of the Programme Initiation Document (PID). The full business case for this project will include a project specific risk register. A risk register for this Project 5 Start Up project is provided as Appendix 3 attached to this report.
- 6.7 **Customer Service** – None

Executive Director of Development and Infrastructure, Pippa Milne

For further information contact:

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