

# Public Document Pack

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

Customer Services  
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5 August 2015

### **NOTICE OF MEETING**

A meeting of the **OBAN LORN & THE ISLES AREA COMMITTEE** will be held in the **SEIL ISLAND COMMUNITY HALL** on **WEDNESDAY, 12 AUGUST 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 - 10th June 2015 (Pages 1 - 8)
4. **PUBLIC AND COUNCILLOR QUESTION TIME**
5. **AREA SCORECARD - FQ1**  
Report by IOD Programme Manager (Pages 9 - 16)
6. **THIRD SECTOR GRANTS**
  - (a) **THIRD SECTOR GRANTS 2015/16**  
Report by Community Development Officer (Pages 17 - 36)
  - (b) **MONITORING OF GRANTS TO THE THIRD SECTOR 2014/15**  
Report by Community Development Officer (Pages 37 - 46)
7. **OLI ECONOMIC DEVELOPMENT ACTION PLAN**  
Report by Economic Development Manager (Pages 47 - 64)

- 8. **STRATEGIC PLANNING FOR THE HEALTH AND SOCIAL CARE PARTNERSHIP**  
Report by Stephen Whiston (Pages 65 - 74)
- 9. **SCHOOL HOLIDAYS 2016/17**  
Report by Head of Education (Pages 75 - 80)
- 10. **LORN ARC UPDATE**  
Report by Lorn Arc Regeneration Project Manager (Pages 81 - 88)
- 11. **OBAN CHORD - UPDATE REPORT ON MEETING HELD WITH OBAN BAY MARINE LTD ON THE 9TH JULY 2015**  
Report by Oban Lorn Regeneration Project Manager (Pages 89 - 104)
- E1 12. **CHORD PROGRAMME - ACTIONS FROM INTERNAL AUDIT REPORT**  
Report by CHORD Project Manager (Pages 105 - 114)
- E1 13. **WHITE BUILDING, NORTH PIER, OBAN - SHORT TERM LET**  
Report by Estates Surveyor (Pages 115 - 118)
- E1 14. **FORMER SALEN RESOURCE CENTRE, ARDMOR ROAD, SALEN, ISLE OF MULL**  
Report by Estates Surveyor (Pages 119 - 122)

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

The appropriate paragraphs are:-

- 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 the CORRAN HALLS, OBAN  
on WEDNESDAY, 10 JUNE 2015**

**Present:** Councillor Roddy McCuish (Chair)

Councillor Mary-Jean Devon	Councillor Iain A MacDonald
Councillor Elaine Robertson	Councillor Iain S MacLean
Councillor Neil MacIntyre	

**Attending:** Fergus Murray, Head of Economic Development and Strategic Transportation  
Jim Smith, Head of Roads and Amenity Services  
Shirley MacLeod, Area Governance Manager  
David Clements, IOD Programme Manager  
Craig Biddick, Head Teacher of Tobermory High School & 4 pupils  
Jay Helbert, Education Officer  
Caroline Sheen, Estates Surveyor

**1. APOLOGIES**

Apologies were received from Councillors Duncan MacIntyre and Alistair MacDougall.

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest intimated.

**3. MINUTES**

**(a) OBAN, LORN AND THE ISLES AREA COMMITTEE - 15TH APRIL 2015**

The Minutes of the Oban, Lorn and the Isles Area Committee held on 15<sup>th</sup> April 2015 were approved as a correct record.

The Chair intimated that responses had been issued to all members of the public who raised a question at item 4, Public and Councillor question time as detailed below.

- (a) Councillor Elaine Robertson advised she had visited Mr Johnston regarding the potholes in Dalrigh and can confirm that she has been in contact with ACHA regarding ownership of the road and is awaiting a reply from them.
- (b) The Chair confirmed that planning permission has not been obtained for the use of MacDougall Yard as a scrap yard and the matter is currently with the Planning Department to investigate/address.
- (c) In response to the question Neil MacKay from BIDs asked regarding the proportion of money that comes into Oban from the Strategic

Events and Festivals Fund, the Chair confirmed the response below from the Head of Community and Culture:

1. Twelve events receive funding through the Strategic Events & Festivals programme. Funding of £22k is provided for the one event in H&L and £24k for the four events in MAKI. £76k is provided for the two events in B&C, and £136k has been provided to support 5 events in OLI this year, of which £107k is to support the staging of the Royal National Mod in Oban.
  2. All the event organisers provide an economic impact assessment.
  3. Given the success of the programme of events, and the limited finance available, the Council unanimously approved continuation of previous budget support.
  4. Success and impact of supported events and other competing demands on Council budgets.
- (d) The Chair confirmed that Mrs MacLeod's question regarding parking charges at Ganavan would be answered further on in the agenda at item 11 (Traffic Management and Parking Review update).
- (e) Councillor Robertson responded to the Committee on the question asked by Mrs MacLeod regarding the path at Kissing Gate. She confirmed that this is the Council ground.
- (f) The Chair advised the Committee that the Community Development Officer had responded to Marri Malloy of Oban Community Council regarding her question on Third Sector Grants. The Community Development Officer response below:

"The Council's Third Sector Grants scheme is open to any constituted third sector organisation with a project that fits our eligibility criteria.

Third Sector Organisations do vary in their make-up and some larger organisations often employ staff in order for them to be able to deliver their services, others may have organisations supporting them to take forward specific projects. However, any organisation (whether it has staff or not) is able to access support from either the local Community Development Officer or Argyll Voluntary Action staff to advise on Funding. Some organisations request assistance in developing their project idea, others contact us with specific enquiries about what information we are looking for in relation to questions on the application form and support is provided pre application. Any organisation making an enquiry about Third Sector Grants to the Community Development Team are advised that if they need any assistance or advice, to contact the local Community Development Officer (in Oban, Lorn and the Isles, that's myself). There are a number of organisations who have taken up this support already in the OLI area in 2015/16.

Post application, the Community Development Officer matches the grant application forms against an assessment form and scoring matrix – if there is an area where the group has not provided full information, or the information provided indicates that the group will not score strongly in that section, these questions are further explored in the assessment interview. This means that groups aren't solely judged on the information provided on the application form – we recognise that some groups are better at

completing forms than others, and the grant system is designed to take that in to consideration.

The additional information provided is then recorded and the assessment / scoring adjusted to reflect the full picture.

If there are instances where, following further probing, we feel that the group would benefit from some support, then suggestions and offers of help are made. An example of this may be evaluating the impact of a project. We look for groups to tell us how they will measure the effectiveness of the project that they are requesting funding for. If this section is not completed, or is purely quantitative (i.e. the group will judge the impact by the numbers who turn up and not the experience they have) then the Officer will offer some suggestions as to how the group could gather feedback from participants – this can help both the Council and the group know whether people enjoyed the experience, what they gained from it, if they gained new skills, if the project were to be repeated would people participate again, what bits didn't work etc. In this example, resources are available to help groups as well as advice.

We do appreciate that smaller groups, new groups and first time applicants need additional support with the grant system and we have aimed to build that support in to the process. I hope that this answers your question and would request that if you know of any organisation who would benefit from some advice or assistance on seeking funding for their project, to contact Argyll Voluntary Action, myself on 01631 567944 or e-mail [communitydevelopment@argyll-bute.gov.uk](mailto:communitydevelopment@argyll-bute.gov.uk)

(g) The Chair updated the Committee on the Oban Community Action Group on Dog Fouling meeting would be taking place on Thursday 11<sup>th</sup> June at 10am to discuss dog fouling issues in the town. This is following on from the poster Mr MacLellan presented at the last meeting looking for more support in Oban to tackle dog fouling.

(b) **OBAN, LORN AND THE ISLES SPECIAL AREA COMMITTEE - 1ST MAY 2015**

The Minutes of the Oban, Lorn and the Isles Special Area Committee held on 1<sup>st</sup> May 2015 were approved as a correct record.

(c) **OBAN COMMON GOOD FUND - 21ST MAY 2015 (FOR NOTING)**

The Minutes of the Oban Common Good Fund held on 21<sup>st</sup> May 2015 were noted.

#### 4. PUBLIC AND COUNCILLOR QUESTION TIME

Louise Lee from the Oban Times suggested it would be helpful if answers to previous Public and Councillor question time came back to the next available Area Committee meeting so members of the public and press could see the response. The Chair agreed to take this forward.

Councillor Iain MacLean advised the Committee that he has had contact from two of his constituents regarding the blocking of the view from their restaurant with ferries. He stated that over time, this could become a harassment. This was later addressed by the Head of Economic Development and Strategic Transportation.

The Chair confirmed that he would allow time for further public and Councillor question time after item 11, Traffic Management and Parking Review update, as members of the public had specific questions relating to that item.

### **5. SECONDARY SCHOOL REPORT - TOBERMORY HIGH SCHOOL**

The Chair welcomed the Head Teacher and pupils of Tobermory High School to the meeting. Mr Biddick provided the Committee with a report which outlined the schools performance during the 2014/15 academic year.

The pupils spoke about the 'Lead Learners' scheme they have in their school which started last year where the pupils help the teachers with different feedback.

#### **Decision**

The Committee noted the contents of the report.

(Ref: Report by Head Teacher of Tobermory High School dated 10<sup>th</sup> June 2015, submitted).

### **6. TEACHING AND LEARNING 3-12 PRIMARY SCHOOLS - OLI PRIMARY SCHOOLS 2014/15**

The Education Officer for Oban, Lorn and the Isles took the Committee through the annual primary schools report, which provided a statistical breakdown of performance measures as well as information on various school initiatives that have taken place in the Oban, Lorn and the Isles area.

#### **Decision**

The Committee noted the contents of the report.

(Ref: Report by Head of Education dated 10<sup>th</sup> June 2015, submitted).

### **7. AREA SCORECARD - FQ4**

The Committee considered a report containing the Area Scorecard for FQ4 (January-March 2015).

#### **Decision**

The Committee noted the exceptional performance presented on the Scorecard.

(Ref: Report by IOD Programme Manager dated 10<sup>th</sup> June 2015, submitted).



**8. OLI ECONOMIC DEVELOPMENT ACTION PLAN**

A report providing the Committee with an update on the preparation of the Oban, Lorn and the Isles Economic Development Action Plan (EDAP) for 2015/16, was considered.

**Decision**

The Committee:

1. Noted the contents of the report;
2. Agreed to the revised timescale for the preparation of the Oban, Lorn and the Isles Economic Development Action Plan 2015/16; and
3. Agreed that the Oban, Lorn and the Isles Economic Development Action Plan, 2014/15 (as an ongoing working document) is discussed and endorsed by the Area Committee at the meeting in August 2015.

(Ref: Report by Economic Development Manager dated 10<sup>th</sup> June 2015, submitted).

**9. LORN ARC/CHORD UPDATE**

The Head of Economic Development and Strategic Transportation gave an update to the Committee on the current position with the Lorn Arc and CHORD projects that are ongoing in Oban, Lorn and the Isles.

He confirmed that planning permission has been approved for the access to Oban Airport and that they are moving forward with the feasibility study for the White Building which will be the new maritime reception. He spoke about the Kirk Road project and confirmed that Stafford Street will be completed by the end of June.

Mr Murray updated the Committee on the current staffing structure of his team. He confirmed that Linda Houston has now left the Council and Kirsteen MacDonald, who was involved in the Campbeltown CHORD project, has now taken over her role and will be focusing on the North Maritime Quarter and Helen Ford, Project Manager for the Helensburgh project has allocated more of her time towards Oban. He advised that Andy Collins, Engineer, will also be involved in the team for the Public Realm project. Mr Murray also advised that Adrian Jackson-Stark will be focusing on the main delivery of the Airport project.

The Chair advised he now has comfort in knowing the programme is ongoing with enough staff in place.

**Decision**

The Committee:

1. Noted the information provided;
2. Agreed that a meeting be set up with BIDs and the Traders of George Street to discuss communication and management arrangements to minimise disruption for future CHORD works in recognition of the lessons learned from the Stafford Street project; and

3. Agreed that when the new staffing structure is finalised , Officers come to a Business Day to meet the Committee.

(Ref: Verbal update by Head of Economic Development and Strategic Transportation dated 10<sup>th</sup> June 2015, submitted).

### **10. FERRY UPDATE AND THE INTRODUCTION OF ROAD EQUIVALENT TARIFF (RET)**

A report updating the Committee on ferries and the introduction of Road Equivalent Tariff (RET) was considered.

#### **Decision**

The Committee noted the contents of the report.

(Ref: Report by Marine Operations Manager dated 10<sup>th</sup> June 2015, submitted).

### **11. TRAFFIC MANAGEMENT AND PARKING REVIEW UPDATE**

A report providing a summary of the various issues raised by Members at the Parking Review Workshop held earlier this year, was considered. The report also provides an overall programme for the parking review and consultation process.

The Head of Roads and Amenity Services, in response to public and councillor questions, advised that the report set out plans for public consultation and that views from stakeholders would be welcomed also at that stage.

The Head of Roads and Amenity Services advised the Committee that if they have comments they wished flagged up in relation to the consultation document, to contact him.

Margaret Cooper asked if parking charges could be charged more in the town of Oban and allow for free car parking at Ganavan as she feels that people should not have to pay for parking at Ganavan as the beach is not in a good condition along with the roads and signs. She also advised that there are no dog bins and suggested that other car parks in Oban which are free could have a £2 a day charge and this way it would still make income. The Chair advised that this can be fed into the consultation document.

Doreen MacLeod advised the Committee that she has collected 500 signatures objecting to parking charges at Ganavan. She confirmed there is no wheelchair/pram access due to the condition of the roads and feels this is another reason why parking charges should not apply at Ganavan.

#### **Decision**

The Committee:

1. Noted the contents of the report;
2. Agreed to hold an evening meeting within the next 2 weeks to discuss the challenges and parking at Ganavan which could then feed into the

consultation document; and

3. Agreed to have a Special Area Committee for this item only when the consultation/feedback is received and brought forward for members consideration.

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

### **12. TOWN TWINNING**

A report updating the Committee on the current position with Town Twinning, where the Council Policy was last reviewed in 2008, at which time it was resolved that the policy in relation to formal links remain unaltered, was considered. The report advises that there has been a recent request from Gorey to “rejuvenate” the existing link with Oban, and there have been two informal approaches made about the potential new twinning links between Oban and communities in France.

#### **Decision**

The Committee:

1. Noted the current position with regard to town twinning;
2. Agreed to explore the possibility of setting up a video conferencing meeting with Gorey Town Council to discuss potential economic, social and cultural benefits in maintaining the existing twinning link; and
3. Agreed that no new links would be taken forward for twinning.

(Ref: Report by Area Governance Manager dated 20<sup>th</sup> May 2015, submitted).

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.

### **13. BOAT HOUSE, PORT APPIN**

A report providing the Committee with details of offers received in respect of the Port Appin Boat House, was considered.

#### **Decision**

The Committee agreed an amendment as proposed by Cllr Robertson, seconded by Cllr MacLean in relation to recommendation 3.1 in the submitted report.

(Ref: Report by Estates Surveyor dated 13<sup>th</sup> May 2015, submitted).

### **14. FORMER SLAUGHTERHOUSE AND ERRAY ROAD DEPOT, TOBERMORY, ISLE OF MULL**

A report advising the Committee of the offers of purchase received in respect of

the former Slaughterhouse and Erray Road Depot, Tobermory, Isle of Mull, was considered.

### **Decision**

The Committee agreed the recommendations at 3.1 of the report.

(Ref: Report by Estates Surveyor dated 25<sup>th</sup> May 2015, submitted).

### **15. FORMER ROADS DEPOT, ARDMOR ROAD, SALEN, ISLE OF MULL**

A report advising the Committee of the offers of purchase received in respect of the former Roads Depot at Ardmor Road, Salen, Isle of Mull, was considered.

### **Decision**

The Committee agreed the recommendations at 3.1 of the report.

(Ref: Report by Estates Surveyor dated 25<sup>th</sup> May 2015, submitted).

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**ARGYLL AND BUTE COUNCIL**

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

**CUSTOMER SERVICES**

**12 AUGUST 2015**

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**AREA SCORECARD FQ1 2015-16**

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**1 Background**

- 1.1 This paper presents the Area Scorecard, with exceptional performance for financial quarter 1 of 2015-16 (April – June 2015). Where commentary has been entered in Pyramid, it is included here.

**2 Recommendations**

- 2.1 It is recommended that the Area Committee notes the exceptional performance presented on the Scorecard.

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

Jane Fowler  
Head of Improvement & HR

For further information, please contact:

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Improvement and Organisational Development Programme Manager  
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<b>Environment</b>	<i>Target</i>	<i>OL&amp;I</i>	<i>Council</i>
Car Parking income to date - OL&I	£ 85,140		
Dog fouling - number of complaints LORN		28 ↑	114
Dog fouling - number of complaints MULL		2 ↓	
Dog fouling - number of fines issued LORN		0 →	4
Dog fouling - number of fines issued MULL		0 →	
LEAMS - OL&I Lorn	73	74 <b>G</b> ↑	81
LEAMS - OL&I Mull	73	82 <b>G</b> ↑	
No of Complaints ref Waste Collection - OL&I Lorn		0 ↓	7
No of Complaints ref Waste Collection - OL&I Mull		2 ↑	
<b>Economy</b>	<i>Target</i>	<i>OL&amp;I</i>	<i>Council</i>
CC1 Affordable social sector new builds - OL&I	8	8 <b>G</b> ↑	20
% of Pre-App Enquiries Processed in 20 working days in OL&I	75.0 %	88.9 % <b>G</b> ↑	86.0 %
NEW All Local Planning Apps: Ave no of Weeks to Determine - OL&I	11.5 Wks	10.3 Wks <b>G</b> ↓	9.9 Wks
NEW Householder Planning Apps: Ave no of Weeks to Determine - OL&I	8.0 Wks	8.9 Wks <b>R</b> ↓	7.8 Wks
<b>Adult Care</b>	<i>Target</i>	<i>OL&amp;I</i>	<i>Council</i>
OL&I - No of LD Cases		84 ↓	372
OL&I - Number of SM Clients		116 ↑	429
OL&I - Total no of MH Clients		43 ↑	236
Colonsay - % of Older People receiving Care in the Community - In Year	80.0 %	100.0 % <b>G</b> →	97.5 %
Mull & Iona - % of Older People receiving Care in the Community - In Year	80.0 %	100.0 % <b>G</b> ↑	
Oban - % of Older People receiving Care in the Community - In Year	80.0 %	93.4 % <b>G</b> ↑	
Tiree & Coll - % of Older People receiving Care in the Community - In Year	80.0 %	100.0 % <b>G</b> →	

<b>Children &amp; Families</b>				<i>Target</i>	<i>OL&amp;I</i>	<i>Council</i>
CA12 OL&I - Total No LAAC					26 ↑	126
CA17 OL&I - No of External LAAC					2 ↑	9
CA25 OL&I - % Reviews of LAAC Convened within Timescales				85 %	97 % <b>G</b> ↑	87 %
CP16 OL&I % of Children on CPR with a completed CP plan				100 %	100 % <b>G</b> →	85 %
CABD53 OL&I - Open Cases - children with disability					22 ↓	118
CP5 OL&I - No Children on CPR					3 →	31
<b>Education</b>				<i>Target</i>	<i>OL&amp;I</i>	<i>Council</i>
HMIE positive School Evaluations - OL&I Sec				75 %	100 % <b>G</b> →	100 %
% positive destinations	Oban High	ACY 13/14		93 % ↓	91.5 %	
% 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	12.00 %	11.00 % <b>R</b> ↑	13 %	
% 5+ SCQF level 6	Tiree High	ACY 13/14	12.00 %	0.00 % <b>R</b> →		
% 5+ SCQF level 6	Tobermory High	ACY 13/14	12.00 %	17.39 % <b>G</b> ↑		
School % unauthorised absence				Oban High	1.1 % ↓	1.8 %
School % unauthorised absence				Tiree High	4.4 % ↑	
School % unauthorised absence				Tobermory High	1.7 % ↑	
<b>Roads &amp; Street Lighting</b>				<i>Target</i>	<i>OL&amp;I</i>	<i>Council</i>
% road area resurfaced/reconstructed - OL&I				FY 15/16 7.00 %	8.51 % <b>G</b> ↑	1.95 %
% road area surface treated - OL&I				FY 14/15 2.04 %	6.44 % <b>G</b> ↑	13.42 %
% Cat 1 road defects repaired timeously - OL&I				90 %	100 % <b>G</b> ↑	97.4 %
Street lighting - % OL&I faults repaired within 7 days				88 %	97 % <b>G</b> ↑	96 %

Success Measure	Target FQ1 15/16	Actual FQ1 15/16	Traffic Light	Trend	Comments
% Positive destinations	92.4%	91.5%	Red		Qtr 1 - 2015-2016 Information reported in this section refers to data from the School Leaver Destination period 2013 to 2014 follow up that was gathered during April 2015, showing young people's destinations 9 months after leaving school, and published June 2015 by Skills Development Scotland.
HMIE positive School Evaluations - OL&I Sec	75%	100%	Green	Constant	Qtr 1 - 2015-2016 No HMIE inspections were published this quarter.
% 5+ SCQF level 6 [S5]					FQ1 - 2015-2016 Examination results for academic year 2015-2016 will be available during quarter 2. A full review of the examination results will be undertaken with all Head Teachers and members of their Senior Leadership Teams. Appropriate action to secure further improvement across all examinations will be identified.
CP5 - No of Children on CPR		31		Ascending	Numbers of children on the CP register has shown a steady increase from historically low levels of late last year. Registration rates are still slightly below longer term average rates, however with increased in child protection activity across areas a further increase is anticipated in July.
CP16 - % of Children on CPR with a completed CP plan	100%	85%	Red	Ascending	All children on the child protection register had a plan in place following a child protection conference, for 2 children the worker involved had a period of absence the plan was not written up and approved within the 5 day target. This has now been rectified.
CA17 - No of External LAAC	13	9	Green	Descending	No of External LAAC The service is on target for the number of children in external residential placements.



Success Measure	Target FQ1 15/16	Actual FQ1 15/16	Traffic Light	Trend	Comments
A&B - No of LD Cases		372		Constant	June 2015 - B&C/H&L The number of LD cases has gradually risen, not a huge rise, but consistent with national trends - for the number of adults with Learning Disabilities to be rising, due to people living longer and children with severe disabilities surviving into adulthood. The areas of B&C and H&L have accepted a number of transitions cases (children with disabilities moving to Adult team, due to age) in the past year.
A&B - Number of SM Clients		429		Descending	Service activity across 14/15 The ABAT annual report will be available in August with a range of activity statistics including: The number of referrals to ABAT in 13/14 was 502 and in 14/15 was 513- an increase of 11. Number of appointments offered to clients in 13/14 was 9,217 and in 14/15 was 9,900 (an additional 683 appointments)
LEAMS - OL&I Lorn	73	74	Green	Ascending	Lorn FQ1 The level of performance in the street cleanliness operations has fallen from 76 to 72 over the period of FQ1. Unfortunately, one of the street sweeping operatives has been off on long term absence through a broken wrist. However, in general terms the appearance of the town centre has been good and positive comments from local businesses have been made. The LEAMS inspection data will be evaluated by local staff to address any specific areas that are requiring additional frequencies of maintenance.
LEAMS - OL&I Mull	73	82	Green	Ascending	Mull FQ1 The level of street cleanliness is consistently very good, recording at 82, 84 and 80 through FQ1. It is the aim to ensure that this improvement is retained through the high visitor season, therefore, further promoting the island and Argyll and Bute.

Success Measure	Target FQ1 15/16	Actual FQ1 15/16	Traffic Light	Trend	Comments
Dog fouling - number of complaints LORN		28		Ascending	LORN FQ1 A total of 28 dog fouling complaints were received over the FQ1 period, this level of complaints is not satisfactory and while the service has recruited to the vacant position of Amenity Services Enforcement Warden, other measures have been put in place to ensure that this issue is addressed, including a series of engagement meetings with the local forum highlighting the issue via social media. Discussions are ongoing with the group to have the group become a positive partner rather than a critic of the Council. It would be hoped that the dog fouling issue within the town could be addressed in a positive manner, with a strong partnership and sharing of information.
Dog fouling - number of fines issued LORN		0		Constant	LORN FQ1 No fines have been issued for a considerable period, however, over the extended period, this does not reflect on the enforcement measures that have been getting carried out by the Amenity Services Enforcement Officers. Through the recruitment process for a second Amenity Services Enforcement Officer for the Oban and Lorn area, resources from Helensburgh and Lomond have assisted. The main problem in dealing with the dog fouling issue is that the wardens must either catch the owner, failing to clean up after the dog, or have information be made available to support enforcement measures. The ongoing work with the local dog fouling forum will hopefully assist in dealing with this issue.
Dog fouling - number of complaints MULL		2		Descending	MULL FQ1 The number of complaints on the island of Mull remains at a very low number, with only two complaints registered for the FQ1 period. However, it is important that the service ensures that high visibility patrols are reinstated when new enforcement staff are recruited to the problem remains under control on the island. Training for local supervisory staff is in place to allow for enforcement measures to be carried out by local staff, rather than staff from the mainland.

<b>Success Measure</b>	<b>Target FQ1 15/16</b>	<b>Actual FQ1 15/16</b>	<b>Traffic Light</b>	<b>Trend</b>	<b>Comments</b>
Dog fouling - number of fines issued MULL		0		Constant	MULL FQ1 The number of fines remains at zero, however, there does not appear to be a problem of dog fouling on the island and the low level number of complaints reiterates this.
CC1 Affordable social sector new builds		20		Ascending	Q1 15/16 12 completed at Duchess Ct, Helensburgh & 8 completed at Connel
Car Parking income to date - OL&I	£85,140				The recent turnover of staff within the Amenity Services Enforcement Wardens has restricted the back up to the Amenity Wardens enforcing on-street and off-street parking. A second Amenity Services Enforcement Warden has recently been recruited, it would be hoped to see improvements in the car parking income.

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**ARGYLL AND BUTE COUNCIL****OBAN, LORN AND THE ISLES  
AREA COMMITTEE****COMMUNITY SERVICES****12 August 2015**

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**THIRD SECTOR GRANTS 2015/16**

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**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. This is intended to avoid allocation of the full budget at one meeting and enable activities held later in the year to be funded.
- 1.3 The total Third Sector Grant budget made available by the Council for allocation in Oban, Lorn and the Isles for 2015/16 is £35,000 of which £27,664 has been awarded. This includes an award of £1,960 to Curam Tìree pending receipt of supporting paperwork and passing the subsequent finance check. This is still outstanding.
- 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 Up to £3,500 of grant funding in one financial year can be carried forward to the next financial year.
- 1.6 Five applications have been received, 2 of which are for Events and Festivals. Three applications have been carried forward for decision from Round 1.

**2.0 RECOMMENDATIONS**

- 2.1 The 6 organisations listed below are awarded funding from the Third Sector Grants budget.
- 2.2 Those organisations that have received funding for two 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.
- 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

Ref No	Organisation	Grant 14/15	Grant 15/16	Total Project Cost	Amount Requested	Recommendation 2015
1	Atomeag Piseag	New	New	£4,200	£2,100	No award recommended
2	Craignure Village Hall	£1,437	N/A	£7,947.09	£2,723	No award recommended
3	**Crossroads (North Argyll)	N/A	N/A	£8,000	£4,000	£1,860
4	*Friends of Oban Community Playpark	N/A	N/A	£3,160	£1,350	£500
5	**Isle of Mull Riding for the Disabled Association	New	New	£3,010	£1,505	£1,176
6	**MacDougall of Dunollie Preservation Trust	N/A	N/A	£2,831	£1,415	£800
7	*Oban Winter Festival	£4,000	£3,000	£21,450	£5,500	£2,000
8	The GRAB Trust	N/A	N/A	£6,720	£2,240	£1,000
		<b>Total Recommended</b>				<b>£</b>
		<b>Balance</b>				<b>£0</b>

monitoring report (if a grant was awarded in previous year).

*\*Events and Festivals*

*\*\* Carried forward from Round 1*

### 3.0 DETAIL

Ref No	Organisation	Rationale for grant allocation
3.1	Atomeag Piseag	In the year that Oban hosts the National MOD, supporting a Gaelic Choir to tour across the area provides links with the wider community. However, the group have been unable to submit all supporting paperwork and no award is recommended at this stage.
3.2	Craignure Village Hall	Running costs to allow the group to divert funding to spend on capital repairs. Capital costs are ineligible under the Third Sector Grant scheme and a grant for revenue to allow a group to divert its usual revenue funding to pay for capital costs is in effect the grant paying the capital repair. No award is recommended.
3.3	Crossroads (North Argyll)	Running costs for Fitness and Laughter group. This activity supports physical activity for older people in the community to promote a healthy, active lifestyle.
3.4	Friends of Oban Community Playpark	This Group has raised a significant amount of funding to install a new park in the area and the Council has formed a formal partnership with them and has provided support which has benefitted the group. The Group are seeking funding towards an opening event

3.5	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. The group are now registered as a SCIO with the charity regulator and are still in the process of setting up a bank account.
3.6	MacDougall's of Dunollie Preservation Trust	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". The activity programme offers a range of learning opportunities at no charge to community members and educational groups.
3.7	Oban Winter Festival	The Festival is a popular event in the community calendar and runs a range of free activities within its programme. A number of community organisations contribute over the two weeks.
3.8	The GRAB Trust	The project aims to support volunteer and work placements for vulnerable individuals, expanding the number of people they can help to improve their skills and become more employable.

#### 4.0 CONCLUSION

4.1 All organisations have been contacted and 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 None.

**Rona Gold**  
**Community Planning Manager**  
**Community Planning and Community Development**  
**20 July 2015**

**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

<b>Name of Assessing Officer</b>	Laura Macdonald	
<b>Name of Organisation</b>	Atomeag Piseag	
<b>Contact Person in Organisation</b>	Louise Glen-Lee	
<b>Have you contacted/visited the organisation to assess this application?</b>	<b>Contacted</b> <input checked="" type="checkbox"/>	<b>Visited</b> <input type="checkbox"/>
<b>Name and Designation of Council Officer you have contacted to discuss the application eg Arts &amp; Culture, Social Work, Sports etc.</b>		
<b>Name:</b>	<b>Designation:</b>	
<b>Third Sector</b> <input checked="" type="checkbox"/>	<b>Events and Festivals</b> <input type="checkbox"/>	
<b>a) Grant requested from A &amp; B Council?</b>	£2,100	
<b>b) Grant awarded last year?</b>	n/a	
<b>c) Total Project cost?</b>	\$4,200	
<b>d) How much coming from own resources?</b>	£2,100	
<b>e) How much coming from other agencies?</b>	n/a	
<b>f) Grant Recommendation</b>	No award	
<b>Reason for grant:</b>	Contribution towards uniforms for the choir, a concert tour to rural areas (inc. ferry travel) and costs towards a CD recording.	
<b>Please tick which of the following is being addressed:</b>		
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 checked="" type="checkbox"/>
f)	Improvement of health and wellbeing	<input type="checkbox"/>
g)	Positive impact on the local environment	<input type="checkbox"/>
<b>Have you received an end of project report for the previous grant award? Yes <input type="checkbox"/> No <input type="checkbox"/></b>		
<b>If No, please give a reason</b> not applicable		
<b>Do you concur with the organisation in their assessment of need? Please supply a very brief summary</b>		
In the year that Oban hosts the Royal National Mod, supporting a Gaelic choir to tour across the area provides links to the wider community. However the group has been unable to submit all supporting paperwork and no award is recommended at this time.		
<b>If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?</b>		
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 type="checkbox"/>	No	<input type="checkbox"/>
c)	Has submitted a bank statement for all bank/savings accounts	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
d)	Has submitted audited/signed accounts (or signed financial projections if a new group).	Yes	<input 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"/>

**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?	30+			
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?	n/a			
b)	Clear recruitment policies	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
c)	On-going training and support for volunteers	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
d)	A code of conduct for staff and volunteers	Yes	<input type="checkbox"/>	No	<input checked="" 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 type="checkbox"/>	No	<input checked="" type="checkbox"/>
h)	Grievance Procedure for staff and volunteers	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
i)	A Disciplinary Procedure for staff and volunteers	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Comments :					

Signed: Laura Macdonald

Date: 12/07/2015

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

<b>Name of Assessing Officer</b>	Laura Macdonald	
<b>Name of Organisation</b>	Craignure Village Hall	
<b>Contact Person in Organisation</b>	Sian Scott	
<b>Have you contacted/visited the organisation to assess this application?</b>	<b>Contacted</b> <input checked="" type="checkbox"/>	<b>Visited</b> <input type="checkbox"/>
<b>Name and Designation of Council Officer you have contacted to discuss the application eg Arts &amp; Culture, Social Work, Sports etc.</b>		
<b>Name:</b>	<b>Designation:</b>	
<b>Third Sector</b> <input checked="" type="checkbox"/>	<b>Events and Festivals</b> <input type="checkbox"/>	
<b>a) Grant requested from A &amp; B Council?</b>	£2,723	
<b>b) Grant awarded last year?</b>	n/a	
<b>c) Total Project cost?</b>	£5,447.09	
<b>d) How much coming from own resources?</b>	£2,724.09	
<b>e) How much coming from other agencies?</b>	n/a	
<b>f) Grant Recommendation</b>	No award recommended	
<b>Reason for grant:</b>	Running costs to allow group to divert funding to spend in capital repairs.	
<b>Please tick which of the following is being addressed:</b>		
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"/>
<b>Have you received an end of project report for the previous grant award? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></b>		
<b>If No, please give a reason</b>		
<b>Do you concur with the organisation in their assessment of need? Please supply a very brief summary</b>		
Capital costs are ineligible under the Third Sector Grants scheme and a grant for revenue to allow a group to divert its usual revenue funding to pay for capital, amounts to the grants paying for the capital repair. No award is recommended.		
<b>If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?</b>		
Group received funding in 2013/14 towards running costs but not in 2014/15.		

**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"/>

**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?	n/a			
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: 10/07/2015

**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	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 <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?	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	£1,860	
Reason for grant:	<i>Running costs for Fitness and Laughter group</i>	
<b>Please tick which of the following is being addressed:</b>		
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 <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 activity supports physical activity for older people in the community to promote a healthy, active lifestyle.		
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	<input type="checkbox"/>
b)	Fully constituted	Yes	√	No	<input type="checkbox"/>
c)	Has submitted a bank statement for all bank/savings accounts	Yes	√	No	<input type="checkbox"/>
d)	Has submitted audited/signed accounts (or signed financial projections if a new group).	Yes	√	No	<input type="checkbox"/>
e)	Within 50% of the costs for the project/activity	Yes	√	No	<input type="checkbox"/>

**3 General Criteria**

a)	Is the activity non-political?	Yes	√	No	<input type="checkbox"/>
b)	Is the project consistent with Council objectives?	Yes	√	No	<input type="checkbox"/>
c)	Does the project have open membership?	Yes	√	No	<input type="checkbox"/>
d)	Have sponsorship agreements been checked?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
e)	How many people overall will benefit from this grant?	10 - 14			
f)	Is the organisation well established?	Yes	√	No	<input type="checkbox"/>
g)	Have you identified any training needs for the organisations committee or volunteers?	Yes	<input type="checkbox"/>	No	√
h)	Does the organisation have volunteer training in place?	Yes	√	No	<input type="checkbox"/>
i)	Have you confidence in their ability to deliver a service?	Yes	√	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	√	No	<input type="checkbox"/>
b)	Clear recruitment policies	Yes	√	No	<input type="checkbox"/>
c)	On-going training and support for volunteers	Yes	√	No	<input type="checkbox"/>
d)	A code of conduct for staff and volunteers	Yes	√	No	<input type="checkbox"/>
e)	A Code of Good Practice	Yes	√	No	<input type="checkbox"/>
f)	An Equal Opportunities Policy	Yes	√	No	<input type="checkbox"/>
g)	A Policy for Managing Confidential Information	Yes	√	No	<input type="checkbox"/>
h)	Grievance Procedure for staff and volunteers	Yes	√	No	<input type="checkbox"/>
i)	A Disciplinary Procedure for staff and volunteers	Yes	√	No	<input type="checkbox"/>

Comments :

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

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

<b>Name of Assessing Officer</b>	Laura Macdonald	
<b>Name of Organisation</b>	Friends of Oban Community Playpark	
<b>Contact Person in Organisation</b>	Lyndsay Elliot	
<b>Have you contacted/visited the organisation to assess this application?</b>	<b>Contacted</b> <input checked="" type="checkbox"/>	<b>Visited</b> <input type="checkbox"/>
<b>Name and Designation of Council Officer you have contacted to discuss the application eg Arts &amp; Culture, Social Work, Sports etc.</b>		
<b>Name:</b>	<b>Designation:</b>	
<b>Third Sector</b> <input checked="" type="checkbox"/>	<b>Events and Festivals</b> <input type="checkbox"/>	
<b>a) Grant requested from A &amp; B Council?</b>	£1,350	
<b>b) Grant awarded last year?</b>	n/a	
<b>c) Total Project cost?</b>	£3,160	
<b>d) How much coming from own resources?</b>	£460	
<b>e) How much coming from other agencies?</b>	£1,350	
<b>f) Grant Recommendation</b>	£500	
<b>Reason for grant:</b>	Funding for playpark opening event.	
<b>Please tick which of the following is being addressed:</b>		
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 checked="" type="checkbox"/>
f)	Improvement of health and wellbeing	<input checked="" type="checkbox"/>
g)	Positive impact on the local environment	<input type="checkbox"/>
<b>Have you received an end of project report for the previous grant award? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></b>		
<b>If No, please give a reason</b>		
<b>Do you concur with the organisation in their assessment of need? Please supply a very brief summary</b>		
This group have raised a significant amount of funding to install a new park in the area and Argyll and Bute Council has formed a formal partnership with them and has provided support which has benefitted the group. They are seeking funding towards an opening event		
<b>If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?</b>		
n/a		

**2 Financial Check – Have you checked the Organisation is:**

a)	Has passed financial check	Yes	<input checked="" 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"/>
<b>Additionally, for Events and Festivals, have you checked the Organisation has:</b>					
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 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	Checking if Atlantis insurance covers them			
l)	Compliance with all relevant legal and licensing requirements	Working with Atlantis and licensing			
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?	1000 (estimated)			
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 type="checkbox"/>	No	<input checked="" type="checkbox"/>
d)	A code of conduct for staff and volunteers	Yes	<input type="checkbox"/>	No	<input checked="" 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 type="checkbox"/>	No	<input checked="" type="checkbox"/>
i)	A Disciplinary Procedure for staff and volunteers	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Comments :					

Signed: Laura Macdonald

Date: 12/07/2015



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

<b>Name of Assessing Officer</b>	Laura Macdonald	
<b>Name of Organisation</b>	Isle of Mull Riding for the Disabled	
<b>Contact Person in Organisation</b>	Sue Penny	
<b>Have you contacted/visited the organisation to assess this application?</b>	Contacted <input type="checkbox"/> Visited <input checked="" type="checkbox"/>	
<b>Name and Designation of Council Officer you have contacted to discuss the application eg Arts &amp; Culture, Social Work, Sports etc.</b>		
<b>Name:</b>	<b>Designation:</b>	
Third Sector <input checked="" type="checkbox"/>	Events and Festivals <input type="checkbox"/>	
<b>a) Grant requested from A &amp; B Council?</b>	£1,505	
<b>b) Grant awarded last year?</b>	n/a	
<b>c) Total Project cost?</b>	£3,010	
<b>d) How much coming from own resources?</b>	£1,505	
<b>e) How much coming from other agencies?</b>	n/a	
<b>f) Grant Recommendation</b>		
<b>Reason for grant:</b>	<i>Hire of a disabled access portaloos for site and riding safety equipment that will be available to all riders.</i>	
<b>Please tick which of the following is being addressed:</b>		
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 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"/>
<b>Have you received an end of project report for the previous grant award? n/a</b>		
<b>If No, please give a reason</b>		
<b>Do you concur with the organisation in their assessment of need? Please supply a very brief summary</b>		
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.		
<b>If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?</b>		
n/a		

**2 Financial Check – Have you checked the Organisation is:**

a)	Has passed financial check	Yes <input checked="" 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	Currently opening account – new group	
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"/>

**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?	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 <input checked="" type="checkbox"/>	No <input 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: 02/06/2015

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

<b>Name of Assessing Officer</b>	Laura Macdonald	
<b>Name of Organisation</b>	MacDougall of Dunollie Preservation Trust	
<b>Contact Person in Organisation</b>	Jane Isaacson	
<b>Have you contacted/visited the organisation to assess this application?</b>	<b>Contacted</b> <input checked="" type="checkbox"/>	<b>Visited</b> <input type="checkbox"/>
<b>Name and Designation of Council Officer you have contacted to discuss the application eg Arts &amp; Culture, Social Work, Sports etc.</b>		
<b>Name:</b>	<b>Designation:</b>	
<b>Third Sector</b> <input checked="" type="checkbox"/>	<b>Events and Festivals</b> <input type="checkbox"/>	
<b>a) Grant requested from A &amp; B Council?</b>	£1,415	
<b>b) Grant awarded last year?</b>	n/a	
<b>c) Total Project cost?</b>	£2,831	
<b>d) How much coming from own resources?</b>	£451	
<b>e) How much coming from other agencies?</b>	£965	
<b>f) Grant Recommendation</b>	£800	
<b>Reason for grant:</b>	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"	
<b>Please tick which of the following is being addressed:</b>		
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"/>
<b>Have you received an end of project report for the previous grant award? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></b>		
<b>If No, please give a reason</b>		
<b>Do you concur with the organisation in their assessment of need? Please supply a very brief summary</b>		
The activity programme offers a range of learning opportunities at no charge to community members and educational groups.		
<b>If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?</b>		
n/a		

**2 Financial Check – Have you checked the Organisation is:**

a)	Has passed financial check	Yes	<input checked="" 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"/>
<b>Additionally, for Events and Festivals, have you checked the Organisation has:</b>					
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**7 Details

<b>Name of Assessing Officer</b>	Laura Macdonald	
<b>Name of Organisation</b>	Oban Winter Festival	
<b>Contact Person in Organisation</b>	Pamela Lockhart	
<b>Have you contacted/visited the organisation to assess this application?</b>	<b>Contacted</b> <input checked="" type="checkbox"/>	<b>Visited</b> <input type="checkbox"/>
<b>Name and Designation of Council Officer you have contacted to discuss the application eg Arts &amp; Culture, Social Work, Sports etc.</b>		
<b>Name:</b>	<b>Designation:</b>	
<b>Third Sector</b> <input type="checkbox"/>	<b>Events and Festivals</b> <input checked="" type="checkbox"/>	
<b>a) Grant requested from A &amp; B Council?</b>	£5,500	
<b>b) Grant awarded last year?</b>	£3,000	
<b>c) Total Project cost?</b>	£21,450	
<b>d) How much coming from own resources?</b>	£6,000	
<b>e) How much coming from other agencies?</b>	£10,000	
<b>f) Grant Recommendation</b>	£2,000	
<b>Reason for grant:</b>	Contribution towards running costs of Oban Winter Festival	
<b>Please tick which of the following is being addressed:</b>		
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"/>
<b>Have you received an end of project report for the previous grant award? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></b>		
<b>If No, please give a reason</b>		
<b>Do you concur with the organisation in their assessment of need? Please supply a very brief summary</b>		
The Festival is a popular event in the community calendar and runs a range of free activities within its programme. A number of community organisations contribute over the two weeks.		
<b>If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?</b>		
Grant amount has been reduced		

**2 Financial Check – Have you checked the Organisation is:**

a)	Has passed financial check	Yes	<input checked="" 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"/>
<b>Additionally, for Events and Festivals, have you checked the Organisation has:</b>					
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	Group works with Lorn events team			
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 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 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: 12/07/2015 **ASSISTANCE TO THIRD SECTOR ORGANISATIONS**  
**Assessment form Third Sector Grants including Events and Festivals**8 Details

<b>Name of Assessing Officer</b>	Laura Macdonald		
<b>Name of Organisation</b>	The GRAB Trust		
<b>Contact Person in Organisation</b>	Julie Fairbrass		
<b>Have you contacted/visited the organisation to assess this application?</b>			<b>Contacted</b> <input checked="" type="checkbox"/> <b>Visited</b> <input type="checkbox"/>
<b>Name and Designation of Council Officer you have contacted to discuss the application eg Arts &amp; Culture, Social Work, Sports etc.</b>			
<b>Name:</b>		<b>Designation:</b>	
Third Sector <input type="checkbox"/>		Events and Festivals <input type="checkbox"/>	
<b>a) Grant requested from A &amp; B Council?</b>	£2,240		
<b>b) Grant awarded last year?</b>	n/a		
<b>c) Total Project cost?</b>	£6,720		
<b>d) How much coming from own resources?</b>	£4,480		
<b>e) How much coming from other agencies?</b>	n/a		
<b>f) Grant Recommendation</b>	£1,000		
<b>Reason for grant:</b>	Sessional worker to support volunteers and placements		
<b>Please tick which of the following is being addressed:</b>			
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 checked="" type="checkbox"/>	
f)	Improvement of health and wellbeing	<input type="checkbox"/>	
g)	Positive impact on the local environment	<input type="checkbox"/>	
<b>Have you received an end of project report for the previous grant award? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></b>			
<b>If No, please give a reason</b>			
<b>Do you concur with the organisation in their assessment of need? Please supply a very brief summary</b>			
The project aims to support volunteer and work placements for vulnerable individuals, expanding the number of people they can help improve their skills and become more employable.			
<b>If the organisation has received funding over the previous 2 years please justify reason for re-awarding a grant?</b>			

n/a

**2 Financial Check – Have you checked the Organisation is:**

a)	Has passed financial check	Yes	<input checked="" 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"/>

**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?	12 volunteers			
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:** 12/07/2015



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ARGYLL AND BUTE COUNCIL  
OBAN, LORN AND THE ISLES COMMITTEE

12 August 2015

***MONITORING OF GRANTS TO THE THIRD SECTOR 2014/15***

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**1. SUMMARY**

- 1.1 This report highlights how the funding from grants to the Third Sector was spent in 2014/15. Information was taken from the end of year project monitoring reports returned by those organisations awarded funding.
- 1.2 The total Third Sector Grants budget made available by the Council for allocation in Oban, Lorn and the Isles for 2014/15 was £35,000. A total of £35,000 was awarded to 26 organisations.
- 1.3 Awards were distributed in Oban, Lorn and the Isles Area Committee meetings in 2014. Organisations have up to three months from the end of the Project to complete and return the project monitoring reports.

**2. RECOMMENDATIONS**

- 2.1. Members are asked to note the contents of the report.
- 2.2 Organisations that do not submit an end of project monitoring report are not eligible for funding from this grant scheme in future years.

**3. DETAILS**

- 3.1. Detailed below is a summary of the information received from the end of project monitoring reports.
- 3.2. Only one from 26 grant recipients has not yet returned monitoring forms.

No	Organisation	Project funded	Total Projected Costs	Actual Costs	Match funding	Award	Comments	Beneficiaries		
								M	F	Age
1	Argyll Animal Aid	Care and neutering of animals	£3,600	£2,327	0	£410	Ongoing care, including veterinary care provided. All animals found a home apart from 5 cats.	Figures not provided		
2	Aros Hall	A contribution towards coordinator/ caretaker costs for the Hall	16,000	N/A	N/A	£3,000	Subject to a carry forward to 2015/16			
3	Coisir Ceann an Turic (Argyll Male Voice Choir)	Music and Gaelic workshop /mobile recording for production of CD	£500	£225	0	£50	The workshop was cancelled but the group went ahead with a recording session in November.	15	1	25-64 (8) 65+ (8)
4	Comann Eachdraidh Lios Mor (CELM)/The Lismore Historical Society	Lismore Book Week 2014 - Speakers' fees and expenses.	£1,150	£1,157	£602	£200	Despite stormy weather impacting on audience numbers the event was considered a success.	40-60 people, all ages and genders		
5	Curam (Tiree Resource Club)	A contribution to running costs of the club and outreach activities	£25,572	£23,464	£30,208	£3,000	The club provides social interaction, support and transport to members of the community and their families and carers. 1488 person interventions were made with the regular bus service users, and 12 community wide events were organised and attended by members and the wider community.	13	33	5-9 (8) 10-16 (12) 17-24 (8) 65+ (19)
6	Dunollie Projects Ltd	Volunteer and community	£7,496	£9,039	0	£2,500	The administrator has improved efficiency at Dunollie and has	Over 100 volunteers, 14,000 visitors have		

No	Organisation	Project funded	Total Projected Costs	Actual Costs	Match funding	Award	Comments	Beneficiaries		
								M	F	Age
		engagement administration					supported the core staff for the visitor services activities and the community engagement programme.	benefitted from the project		
7	Dyslexia Oban and Lorn	DVD to raise awareness	£1,250			£500	No monitoring report received as of 17/7/15			
8	Glenorchy and Innishail Community Orchard and Garden	Information Boards	£780	£780	0	£390	The boards provide information on local flora and fauna for visitors. Pupils from Dalmally PS are using the area weekly and making use of the information to further their studies and observation skills	Not provided		5-9 (30) 25-64 (30) 65+ (40)
9	Highlands and Islands Music and Dance Festival	Annual Music and Dance Festival	£33,754	£30,307	£10,000	£1,500	This is a major event for the area with over 1200 competitors and approx. 3000 spectators in attendance.	360	840	0-4 (100) 5-9 (214) 10-16 (500) 17-24 (350) 25-64 (36)
10	Hogmanay in Oban	Running costs of the event	£29,149	£21,332	0	£2,400	This event is free and open to all age groups It offers the local community a safe environment to celebrate the New Year and it also attracts a lot of support outwith Oban which is a boost to town revenue at a quiet time of year	Estimated 2500 in attendance		
11	Iona Village Hall Committee	Pilot Iona Village Hall Music Festival	£13,560	£12,112	£450	£2,600	The event attracted a range of high quality music performances to a range of local venues offering a rich experience for locals and visitors alike. This was a highlight event in	Approx 50/50		0-4 (5) 5-9 (10) 10-16 (5) 17-24 (50) 25-64 (180)

No	Organisation	Project funded	Total Projected Costs	Actual Costs	Match funding	Award	Comments	Beneficiaries		
								M	F	Age
							the summer and there is significant interest in an event for 2015.			65+ (50)
12	Lorn Agricultural Society	Promotion of Agricultural Show	£2,300	£5,985	0	£450	The show gave the non-farming community the opportunity to participate and spectate at the event and despite the wet weather admissions were up by 18% largely as a result of improved promotion and publicity.	600	500	0-4 (200) 5-9 (200) 10-16 (200) 17-24 (150) 25-64 (250) 65+ (100)
13	Lorn Group - Scottish Women's Rural Institute	Craft show	£2,014	£1,537	£500.00	£500	The show was a great success with SWRI members and members of the public in attendance many of whom would have also made use of town centre shops	10	300+	0-4 (6) 5-9 (6) 10-16 (10) 17-24 (50) 25-64 (100) 65+ (200+)
14	Luing Social Committee	Community social events for primarily older people and children within the community	915	£914.61	0	£170	A number of events took place including the annual Halloween party, Christmas party, Community bonfire night with evening supper All events attended by nearly every child on the island creating a sense of wellbeing for all ages.	Figures not broken down		0-4 (6) 5-9 (9) 10-16 (14) 17-24 (5) 25-64 (50) 65+ (25)
15	Mendelssohn on Mull Trust	Children's programme of music workshops	£38,360	£33,220	£29,814	£3,000	The monthly workshops have been extremely popular; all were fully booked with a waiting list. The project has worked closely with local music teachers and amateur musicians who would like to contribute to the future	35	68	5-9 (50) 10-16 (43) 25-64 (10)

No	Organisation	Project funded	Total Projected Costs	Actual Costs	Match funding	Award	Comments	Beneficiaries		
								M	F	Age
							provision of music education on Mull.			
16	Mull and Iona Community Trust	Mull Musical Minds and graduate intern	£8,666	£8,666	£5,666	£3,000	Mull Musical Minds continues to deliver very strong social benefits, both to those who volunteer to help run it and to the service users who turnout every fortnight to attend. We were able to continue with the project beyond this funding period and it is still operating very successfully with increased numbers of attendees. The socio-economic study has also been completed.	6	25	25 – 64 (8) 65+ (23) Figures relate to Mull Musical Minds
17	New Start Oban	Household goods to support individuals in new tenancy	£600	£1,083	£783	£300	Feedback has indicated that the recipients appreciated the items provided and that these assisted resettlement in new tenancy	Not provided		31 adults and 9 children (age breakdown not provided)
18	Oban Community Singers	A contribution towards venue and choirmaster costs	£1,556	£2,173	0	£550	The group has gradually expanded with 34 members and an average turnout of 25 members. Members	Not provided		25-64 (10) 65+ (24)

No	Organisation	Project funded	Total Projected Costs	Actual Costs	Match funding	Award	Comments	Beneficiaries		
								M	F	Age
							report an increased sense of wellbeing The group is in demand at local community events.			
19	Oban Disability Forum	Running the shop	£2,600	£1,110	£550	£550	It allowed us to carry on working with the council, local bodies and individuals to make Oban and Lorn a more accessible place for people with disabilities, therefore inclusive for all.	Not provided		
20	Oban Sailing Club	Purchase of equipment	£672	£672	£536	£130	We have now had two cohorts of juniors through our course (24 kids aged 11-13) who have successfully completed their training. Many have returned for more sailing. We were able to use the success of the fund raising for Buoyancy aids to highlight our needs to other grant awarding bodies such that we have been able to renew our fleet of ageing dinghies as well. The training element of the club is on a real upsurge thanks to the awards.	20	20	10 – 16 (40)
21	Oban Winter Festival	Costs towards Winter Festival	£15,500	£21,188	£11,480	£3,000	The Winter festival was well received and makes a big difference to the area attracting late season visitors to the town. The St Andrews day events received high media coverage, and Visit Scotland marketed the Haggis	Estimated 21,000 in attendance over 10 days		

No	Organisation	Project funded	Total Projected Costs	Actual Costs	Match funding	Award	Comments	Beneficiaries		
								M	F	Age
							Festival abroad resulting in 3000 hits on the website from America.			
22	Oban Youth Café	Running Costs	£4,000	£11,900	£10,900	£1,000	Over the year the Youth Café has worked with 112 young people and ran 233 sessions. The Drop-in sessions have been attended by 1627. It offers a safe and warm environment for young people to socialise and learn new skills.	Not provided		10-16 (100) 17-24 (12)
23	Tiree Music Festival	Towards the running costs of the Tiree Music Festival.	£2,225	£11,500	0	£2,000	The event was a sell-out success; estimates are that it generated an economic impact of £635,000 to the region. In total 94.2% were visitors to Tiree which is higher than in previous years.	635	965	0-4 (15) 5-9 (25) 10-16 (60) 17-24 (400) 25-64 (800) 65+ (100)
24	Tobermory and Mull Gun Club	Funding towards training and equipment	£3,450.	£2,400	£6,800	£1,500	The club has moved to new grounds and are hoping to generate more people to take up the sport on the island	Not provided		10-16 (3) 17-24 (5) 25-64 (20) 65+ (100)

No	Organisation	Project funded	Total Projected Costs	Actual Costs	Match funding	Award	Comments	Beneficiaries		
								M	F	Age
25	Tobermory Harbour Association	Upgrade of picnic area	3300	£2,602.	0	£1,300	The resurfacing, planting and signage made the area much more appealing and welcoming for groups and families visiting the island and is being used.	Many 100s made use of the picnic area over the year		
26	Tobermory Playpark Association	Improvements to the playpark	£5,000	£3,285	£2,285	£1,000	Equipment has been purchased but not yet installed	Not applicable		



#### 4. CONCLUSION

- 4.1. All organisations have been sent an end of project report and to date 22 out of 26 reports have been received. The Community Development Team will continue to pursue applicants who have not yet submitted their end of project report for 2014/15.
- 4.2 The project monitoring form has a section asking for comments on the grant process. Not all applicants have completed this section but of those received the comments have largely been very positive. The majority note that the process is simple, straightforward, clear and concise. Thanks are noted for the support received from staff and elected members.

#### 5. IMPLICATIONS

*Policy: None*

*Finance: The report sets out the expenditure from the Bute and Cowal area budget for the allocation of Third Sector Grants in 2014/15.*

*Personnel: None*

*Legal: None*

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

**Rona Gold**  
**Community Planning Manager**  
**Community Planning and Community Development**  
**13 July 2015**

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

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**OBAN, LORN AND THE ISLES ECONOMIC DEVELOPMENT ACTION PLAN 2015/16**

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**1. EXECUTIVE SUMMARY**

- 1.1** The purpose of this paper is to seek approval from the Oban, Lorn and the Isles Area Committee on the proposed Oban, Lorn and the Isles Economic Development Action Plan (EDAP), 2015/16.
- 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 during 2015/16.
- 1.4** The following recommendations are for consideration:
- The Oban, Lorn and the Isles Area Committee notes the content of this paper.
  - The Oban, Lorn and the Isles Area Committee discusses the Oban, Lorn and the Isles Economic Development Action, 2015/16 and agrees to amend as appropriate and then approve this working document for 2015/16.

**OBAN, LORN AND THE ISLES ECONOMIC DEVELOPMENT ACTION PLAN 2015/16**

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**2. INTRODUCTION**

**2.1** The purpose of this paper is to seek approval from the Oban, Lorn and the Isles Area Committee on the proposed Oban, Lorn and the Isles Economic Development Action Plan (EDAP), 2015/16.

**3. RECOMMENDATIONS**

**3.1** The Oban, Lorn and the Isles Area Committee notes the content of this paper.

**3.2** The Oban, Lorn and the Isles Area Committee discusses the Oban, Lorn and the Isles Economic Development Action, 2015/16 and agrees to amend as appropriate and then approve this working document for 2015/16.

**4. DEVELOPMENT AND PREPARATION OF THE OBAN, LORN AND THE ISLES EDAP**

**4.1** A workshop session was held in Oban, on Wednesday, 13<sup>th</sup> May 2015 to discuss the required specific, measurable, achievable, realistic and time bound (SMART) actions and success measures for inclusion in the Oban, Lorn and the Isles Economic Development Action Plan, 2015/16.

**4.2** From a list of 63 invited elected members and Community Planning Partners, a total of 13 individuals were able to attend, including the Director, EKOS Economic and Social Development consultants who facilitated the session. The turnout did not detract from having a very focused discussion on a variety of issues.

**4.3** Further input was received through consultation with senior council officers at the Strategic Management Team, Business meeting on Monday, 29<sup>th</sup> June 2015.

**5. IMPLEMENTATION OF THE OBAN, LORN AND THE ISLES EDAP**

**5.1** Following approval by the Area Committee, officers will work to implement the key actions as contained in the Oban, Lorn and the Isles EDAP. It should be noted that given many of the actions will require partnership working with our Community Planning Partners, there may be a future need to integrate the area-based EDAPs, with the SOA Local and the other local community based plans, for example the LDP Community Plan, as appropriate. This proposed integration/simplification will be subject to a further report to the Area Committee.

## 6. CONCLUSION

6.1 Oban, Lorn and the Isles Area Committee notes the content of the Oban, Lorn and the Isles EDAP and approval is sought on taking forward this area-based EDAP as a working document for 2015/16.

## 7. IMPLICATIONS

7.1 The implications for the Oban, Lorn and the Isles Area Committee are as outlined in **Table 7.1** below.

<b>Table 7.1: Implications for the Oban, Lorn and the Isles Area Committee</b>	
<b>Policy</b>	The Oban, Lorn and the Isles EDAP 2015/16 (and subsequent in-year plans) must align and adhere, as appropriate, to the overarching EDAP, 2013-2018, Local Development Plan and the SOA Local/SOA Delivery Plans.
<b>Financial</b>	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.
<b>Legal</b>	All legal implications at project level will be taken into consideration.
<b>HR</b>	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.
<b>Equalities</b>	The Oban, Lorn and the Isles EDAP will comply with all Equal Opportunities policies and obligations.
<b>Risk</b>	If the Oban, Lorn and the Isles EDAP for 2015/16 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.
<b>Customer Service</b>	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.

**Appendix 1: Oban, Lorn and the Isles Economic Development Action Plan, 2015/16**

## Oban, Lorn and the Isles Economic Development Action Plan, 2015/16 (working document)

### 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 Marine Science Park and the implementation of the Lorn ARC\* 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 larger scale commercial off shore wind, wave and tidal projects that have helped grow the local and national economy.

\*The “Lorn Arc” project is an ambitious £20 million proposal to extend Oban’s North Pier and construct road infrastructure in Dunbeg/Dunstaffnage. The proposal covers Oban, Dunstaffnage, Dunbeg, North Connel and Barcaldine.

### 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.

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.

## Overarching Challenge, Actions and Success Measures for Oban, Lorn and the Isles

The overarching challenge for the Oban, Lorn and the Isles economy is to retain its population, particularly the young people, by improving and enhancing the skills profile of the area by rebalancing to a higher skilled workforce able to obtain higher value employment which in turn will attract higher earnings.

The recent Compelling Argyll and Bute and its Administrative Areas study (EKOS Ltd, June 2015) found that the sectoral strengths across Argyll and Bute as a whole are in tourism, food and drink, aquaculture and renewables; with further opportunities in care, construction and the primary sectors.

For the Oban, Lorn and the Isles the study shows that over the period 2009-2013 there has been a positive change in the employment opportunities (up by 200, source Business Register Employment Survey (BRES), 2013) with regard to the food and drink sector.

In addition, scientific research and development has witnessed an increase a growth in employment (up 100) and likewise in the accommodation sector (up 100) over the period 2009-2013 (source Business Register Employment Survey (BRES), 2013).

The current business base for the area highlights the importance of the food and drink sector coupled with tourism i.e. over one fifth (22%) of businesses are involved in agriculture, forestry and fishing and 13% in the accommodation and food service sector.

Therefore, for the 2015/16, there are **three** main overarching actions and success measures. These are outlined below as follows:

- Broadband provision (including speeds) and transport connectivity are crucial factors to make the Oban, Lorn and the Isles attractive to new residents, businesses and visitors. A greater focus needs to be given to **(digitally) integrated transport networks** with input from Argyll and Bute Council (focus on Oban Airport), Argyll and the Isles Tourism Co-operative (AITC) and CalMac Ferries Ltd.
- To undertake a **mapping of the food and drink industry** in the area, with input from the Compelling study, the private sector and partner agencies, such as Highlands and Islands Enterprise and Scotland Food and Drink, to show where these employment opportunities are located and the skills requirements in order to fill such opportunities. The key outcome of this work will be to increase the number and ambition of the resident (indigenous and inward investing) business base by rebalancing focus on companies of scale and with growth aspirations and those capable of moving up the value chain. Business growth targets for this sector could then be established; taking into consideration the added value opportunities that Business Gateway aims to achieve through the Local Business Growth Accelerator programme, match funded by the new European Regional Development Programme, 2014-20.
- Using the evidence from the Compelling study, there is a need to work with partners such as Argyll and the Isles Tourism Co-operative (AITC) in order to **promote the food and drink sector** (Oban as the Seafood capital of Scotland) in the area coupled with the activity tourism/marine tourism/heritage offering (Oban and indeed Argyll and Bute, the 'Land of Lochs and Seas').

Discrete actions and success measures which fit with and will contribute to the overarching issues are detailed below in the Oban, Lorn and the Isles Economic Development Action Plan, 2015/16.



## Competitive Oban, Lorn and the Isles

Theme – A Competitive Oban, Lorn and the Isles					
Business Growth					
Ref (SOA, CO & SO)	Outcome (by year 5)	Actions to achieve outcome	Success measures (in year)	Lead Organisation and Responsible Post	Key Partners
1.1.4, 1.7.1, CO1 & ET01	Thriving and successful groups within the Oban, Lorn and the Isles area.	<p>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.</p> <p>To establish why the conversion rate of business start-up enquiries to actual starts differs between and within administrative areas.</p>	<p>Business Gateway to conduct a roadshow across the Oban, Lorn and the Isles business community during 2015/16 to promote available business support.</p> <p>Undertake study to report on conversions rates for Oban, Lorn and the Isles by March 2016.</p>	<p>Argyll and Bute Council: Business Gateway Team and Economic Development Manager.</p> <p>Argyll and Bute Council: Business Gateway: Senior Development Officer, Business Gateway.</p>	<p>Oban, Lorn and the Isles business community.</p> <p>Highlands and Islands Enterprise (HIE)</p>
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 Organisation and Responsible Post	Key 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.	<p>Expenditure of residual CHORD funding to conclude CHORD programme and support regeneration outcome.</p> <p>Delivery of Maritime Visitor Facility.</p> <p>Delivery of Oban Public Realm, Phase 1 and Phase 2.</p> <p>Delivery of interim step-ashore facility.</p> <p>Delivery of transit berthing facility.</p>	<p>Award contract for Maritime Visitor Facility subject to legal issues being satisfactorily addressed.</p> <p>Oban Public Realm Phase 1 completed by early July 2015, and Phase 2 awarded and on site by Sept 2015.</p> <p>Interim step-ashore facility in place for the summer of 2016 subject to approval of design/cost.</p> <p>Agreement on design brief by end of March 2016.</p>	Argyll and Bute Council: Head of Economic Development and Strategic Transportation.	Heritage Lottery Fund (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.

Place: Argyll Marine Science Initiative, Dunstaffnage					
Ref (SOA, CO & SO)	Outcome (by year 5)	Actions to achieve outcome	Success measures (in year)	Lead Organisation and Responsible Post	Key Partners
2.1.2, CO11 & ET02	Dunstaffnage/ Dunbeg fulfils its potential for marine science job creation and investment and as a residential location.	<p>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.</p> <p>Improvements to existing access arrangements to enable a new Business Park at Oban Airport.</p> <p>North Pier extension.</p> <p>North Pier streetscape</p>	<p>By March 2016:</p> <p>a) Access road fully completed.  b) Masterplan approved.  c) Servicing planning application approved and design work completed.  d) Site marketing underway.</p> <p>North Pier extension - preliminary design work and full business case approved, during 2015/16.</p> <p>North Pier streetscape - preliminary design work and full business case approved, by March 2016.</p>	Argyll and Bute Council: Head of Economic Development and Strategic Transportation.	HIE and local business community.
Place: Oban as a University Town					
Ref (SOA, CO & SO)	Outcome (by year 5)	Actions to achieve outcome	Success measures (in year)	Lead Organisation and Responsible Post	Key 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.	<p>Oban to become a Highlands and Islands University town:</p> <ul style="list-style-type: none"> <li>• Oban Marine Academy;</li> <li>• broad range of skills from practical nautical skills through to marine sciences;</li> <li>• school curriculum aligned to sectoral employment opportunities; and</li> <li>• businesses hold a milk round in Oban, Lorn and the Isles.</li> </ul>	Approve feasibility study and agree key actions to achieve Oban as a University Town in 015/16.	Argyll College, UHI; Principal	ABC 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.

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 Organisation and Responsible Post	Key Partners
1.5.3, CO14 & ET03	Optimise the 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.	Work with key stakeholders to ensure that potential renewable energy within Oban, Lorn and the Isles is developed to promote sustainable economic growth.  Scottish Islands Federation in partnership with Argyll and Bute Council to support individuals and organisations on Iona, Lismore, Luig, Mull and Coll to develop an Island Sustainable Energy Action Plan through the SMILEGOV project. (Other islands can join as appropriate).	Argyll and Bute Renewables Alliance (ABRA) to meet in September 2015. Community Renewables Seminar to be held in Lochgilphead, during 2015/16 – date to be confirmed.  Training opportunities delivered through the SMILEGOV project with the local five island communities noted and other key stakeholders by the end of March 2016.	Argyll and Bute Council: Projects and Renewables Manager.  Scottish Islands Federation: Chair of the Scottish Islands Federation.	HIE and Argyll and Bute Renewables Alliance (ABRA).  Five island communities across Oban, Lorn and the Isles.
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)	Lead Organisation and Responsible Post	Key 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 across the Oban, Lorn and the Isles area.	Delivery of capacity building support to Oban and Lorn Tourism Association and to the Holiday Mull & Iona leading to the production of a new association model and membership structures.	Argyll and the Isles Tourism Co-operative (AITC): Freelance Development Agent for Oban, Lorn and the Isles.	ABC and HIE
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 the 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 2016 in order to grow Oban as a marine transport hub.	Argyll and Bute Council: Marine Operations Manager.	Cruise Scotland; Shipping Companies; Visit Scotland (VS) and Royal Yachting Association (RYA).
1.6.1, CO1 & ET01	Argyll Coastal Waters project delivery.	Argyll and Bute Council to work in partnership with AITC to continue to promote the Argyll Sea Kayak Trail during 2015/16.  Development of a further Argyll Sea Kayak Trail site at Ellenabeich	Delivery of Kayak Trail PR event at the Corran Halls, Oban on 23 <sup>rd</sup> June 2015.  Delivery of signage and storage hooks for kayaks and addition of site to the Paddle Argyll website, by end of March 2016.	Argyll and Bute Council's Projects and Renewables Team: Senior Development Officer (Social Enterprise).  AITC Development Agent for Oban, Lorn and the Isles.	STRAMASH.

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

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 Organisation and Responsible Post	Key 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.  National event in Oban in early November 2015 to celebrate 2015 as Scotland's Year of Food and Drink.	Increase in visitor numbers to the Oban, Lorn and the Isles area by 5%. (STEAM and DREAM data but cost will be incurred).	AITC Development Agent.	ABC (including Business Gateway); HIE, and VS.
Forestry in Oban, Lorn and the Isles					
Ref (SOA, CO & SO)	Outcome (by year 5)	Actions to achieve outcome	Success measures (in year)	Lead Organisation and Responsible Post	Key Partners
		<b>Thoughts?</b>  <b>Innovative timber technology aligned to the renewables sector?</b>			

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

## 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 (in year)	Lead Organisation and Responsible Post	Key Partners
2.2.1, CO11 & ET02	Superfast broadband to 85% – 90% of the population by 2020.	<p>Argyll and Bute Council will work closely with HIE to ensure the success of their digital infrastructure project across Oban, Lorn and the Isles.</p> <p>Superfast broadband - Connel, Craignure, Ledaig, Dalmally, Taynuilt, Kilmelford and Balvicar – summer 2015</p> <p>Argyll and Bute Council will work closely with Community Broadband Scotland to ensure that communities receive the 2mbps broadband provision</p>	<p>Argyll and Bute interests are safeguarded and the HIE project meets its targets for Argyll and Bute, including Oban, Lorn and the Isles.</p> <p>Superfast broadband to these seven locations by summer 2015.</p> <p>Maximise the £5 million funding available from Community Broadband Scotland.</p> <p>Giga+ Argyll: Mull, Iona, Luing and Lismore by March 2016.</p>	HIE BT project: Stuart Robertson, HIE.	ABC, HIE, BT, and Ofcom.
2.2.2, CO11 & ET02	Improved mobile phone signal quality and coverage levels throughout Argyll and Bute.	<p>Identify the impacts of various mobile providers' development plans on coverage across Argyll and Bute.</p> <p>Develop plans with partner organisations to work with the industry to maximise coverage across Argyll and Bute.</p>	<p>Continue to influence mobile phone providers to upgrade coverage across Argyll and Bute, including Oban, Lorn and the Isles.</p> <p>Vodafone Rural in Dunbeg, Connel, Luing, Seil, Easdal and Crossaig (Tiree) by March 2016.</p>	Argyll and Bute Council's Projects and Renewables Team: Projects and Renewables Manager.	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.	Argyll and Bute Council's Projects and Renewables Team: Projects and Renewables Manager.	National Grid and ABRA.

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

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)	Lead Organisation and Responsible Post	Key Partners
2.1.2, CO11 & ET02	Road – upgrade and maintain council road net work 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.	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.	Argyll and Bute Council: Head of Roads and Amenity Services	Transport Scotland, Argyll and Bute Timber Transport Group, Regional Transport Partnership, HIE and Argyll and the Isles Strategic Tourism Partnership.
Port and Harbours/Ferries					
Ref (SOA, CO & SO)	Outcome (by year 5)	Actions to achieve outcome	Success measures (in year)	Lead Organisation and Responsible Post	Key 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.	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.  Development of the Sound of Iona port infrastructure.	Transfer of responsibility of Council operated ferry services to TS in 2015/16.  Establish a sailing from Mull to Oban at 7 a.m.  Introduction of RET to Mull, Iona and Lismore in October 2015.  Use the recent Bathymetric survey, by Aspect Surveys to develop breakwater development options for the Sound of Iona by March 2016.	Argyll and Bute Council: Marine Operations Manager  Argyll and Bute Council – lobbying activity by Elected Members.  Argyll and Bute Council: Marine Operations Manager	Scottish Government; Transport Scotland and CalMac Ferries Ltd.
Air Services					
Ref (SOA, CO & SO)	Outcome (by year 5)	Actions to achieve outcome	Success measures (in year)	Lead Organisation and Responsible Post	Key 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.	Secure new regular commercial air link between Oban and Glasgow/Oban to Barra.	Argyll and Bute Council: Strategic Transportation Manager.	Western Isles Council, Transport Scotland, HITRANS, HIAL, Air operators.

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

Rail Services					
Ref (SOA, CO & SO)	Outcome (by year 5)	Actions to achieve outcome	Success measures (in year)	Lead Organisation and Responsible Post	Key Partners
TBC	Continue to develop passenger numbers on the Oban to Glasgow route and sleeper services	<p><b>Upgrade the existing trains with new rolling stock.</b></p> <p><b>Look to improve the environment of Oban railway station</b></p>	Secure a 5% increase in passenger numbers	Argyll and Bute Council: Strategic Transportation Manager.	Abellio; Hi Trans; AITC; VisitScotland

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

Transport Infrastructure: Road, Ports and Harbours/Ferries, Air, Rail, Cycling and Walking in Oban, Lorn and the Isles (continued)					
Cycling and Walking					
Ref (SOA, CO & SO)	Outcome (by year 5)	Actions to achieve outcome	Success measures (in year)	Lead Organisation and Responsible Post	Key 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.	Market and promote cycling and walking network in Oban, Lorn and the Isles.	Continue to assist lead partners in the completion of Oban to Fort William cycleway during 2015/16.	Argyll and Bute Council: Strategic Transportation Manager.	Transport Scotland and Sustrans.
Argyll and Bute Transport Connectivity and Economy Study					
Ref (SOA, CO & SO)	Outcome (by year 5+)	Actions to achieve outcome	Success measures (in year)	Lead Organisation and Responsible Post	Key Partners
2.1.2, CO11 & ET02	Integrated sustainable transport networks.	<p>Assess the extent to which transport connectivity between the five main population and economic centres (Campbeltown, Dunoon, Lochgilphead, Oban and Rothesay), and to these from the Glasgow/Inverclyde area, has a real impact on businesses, service providers, and the potential for future economic growth. (Identifying problems).</p> <p>Consider the scope for major transformative investments in transport infrastructure to produce transformative economic impacts. (Identifying opportunities).</p>	<p>Completion of study by September 2016.</p> <p>Report to the Argyll and Bute Community Planning Management Committee, autumn 2015.</p>	HIE: Senior Development Manager - Transport.	HIE Consultations with CPP (including ABC) and the private sector.

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



## Collaborative Oban, Lorn and the Isles

Theme – A Collaborative Oban, Lorn and the Isles					
European Policy and Funding 2014-2020: Argyll and the Islands LEADER Programme					
Ref (SOA, CO & SO)	Outcome (by year 5)	Actions to achieve outcome	Success measures (in year)	Lead Organisation and Responsible Post	Key Partners
3.6.3, CO1 & ET01	Maximise European funding and Argyll and Bute's policy influence in order to promote sustainable economic growth and regeneration across Oban, Lorn and the Isles.	Launch of the Argyll and the Islands LEADER programme, 2014-2020.	<p>Appoint LEADER Strategic Co-ordinator, July 2015 (based on indicative funding allocation provided by the Scottish Government).</p> <p>Appoint one LEADER Development Officer and one Compliance Officer, by end of September 2015.</p> <p>Delivery of 3 Argyll and the Islands LEADER awareness raising meetings and events across Oban, Lorn and the Isles by end of December 2015.</p> <p>Final LEADER Local Development Strategy approved by the Scottish Government by October 2015.</p> <p>Preparation and development of a refreshed LEADER, 2014-2020 website by end of October 2015.</p> <p>Service Level Agreement between Argyll and Bute Council and the Scottish Government as Managing Authority approved and signed by November 2015.</p>	Argyll and Bute Council: Economic Development Manager and European Team.	Communities and businesses across Oban, Lorn and the Isles.

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

European Policy and Funding 2014-2020: European Regional Development Fund – Business Gateway Local Growth Business Accelerator					
Ref (SOA, CO & SO)	Outcome (by year 5)	Actions to achieve outcome	Success measures (in year)	Lead Organisation and Responsible Post	Key Partners
1.1.4, CO1 & ET01	Maximise European funding and Argyll and Bute’s policy influence in order to promote sustainable economic growth for small to medium sized enterprises across Oban, Lorn and the Isles.	Launch of Business Gateway Local Growth Business Accelerator strategic intervention under the European Regional Development Fund, 2014-2020.	<p>Marketing of Business Gateway Local Growth Accelerator strategic intervention – leaflets, press releases and online – further to launch (anticipated date 1 October 2015). (N.B. additional activity to core Business Gateway remit).</p> <p>Argyll and Bute Council area <b>annual</b> targets to the end of 2018:</p> <ul style="list-style-type: none"> <li>• Specialist Advice: 12 businesses assisted with one to one advice.</li> <li>• Growth Grant: 12 businesses supported with grant funding.</li> <li>• Graduate Placement Service: 4 businesses supported with six to twelve month graduate placements.</li> <li>• Growth Workshops: 144 attendees at 24 workshops, 48 businesses assisted.</li> <li>• Regional Specific Entrepreneurial Support: 12 businesses assisted with advice, information or events.</li> <li>• Key Sector Support: 33 businesses assisted with advice, information or events.</li> </ul> <p>Ongoing monitoring and reporting to Area Committee on a six month and yearly basis, with regard to the proportion of annual targets realised in Oban, Lorn and the Isles.</p>	Argyll and Bute Council: Economic Development Manager and Business Gateway Team.	Oban, Lorn and the Isles business community.

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

<b>European Policy and Funding 2014-2020; European Social Fund – Enhanced Employability Pipeline</b>					
<b>Ref (SOA, CO &amp; SO)</b>	<b>Outcome (by year 5)</b>	<b>Actions to achieve outcome</b>	<b>Success measures (in year)</b>	<b>Lead Organisation and Responsible Post</b>	<b>Key Partners</b>
3.2.1, 3.6.7, CO1 & ET01	Maximise European funding and Argyll and Bute’s policy influence in order to promote sustainable employment opportunities for the long-term unemployed, particularly young people and inclusive growth across Oban, Lorn and the Isles.	Launch of the Enhanced Employability Pipeline strategic intervention under the European Social Fund, 2014-2020.	<p>Delivery of Enhanced Employability Pipeline across Argyll and Bute further to launch (anticipated date late 2015).</p> <p>To support 181 unemployed and inactive participants with multiple barriers to enter education or training per annum across the Highlands and Islands part of Argyll and Bute until the end of 2018. A proportion of these will be in the Oban, Lorn and the Isles area.</p> <p>Ongoing monitoring and reporting to Area Committee on a six month and yearly basis.</p>	Argyll and Bute Council: Economic Development Manager.	Members of the Argyll and Bute Employability Partnership.
<b>Harness the Potential of the Oban, Lorn and the Isles Community and Third Sector</b>					
<b>Ref (SOA, CO &amp; SO)</b>	<b>Outcome (by year 5)</b>	<b>Actions to achieve outcome</b>	<b>Success measures (in year)</b>	<b>Lead Organisation and Responsible Post</b>	<b>Key Partners</b>
3.6.3, CO8 & ET04	Harness the potential of partnership working and increase capacity to deliver sustainable communities.	Assist with the potential Third Sector Asset Transfer of council owned Dervaig site on Mull.	If appropriate, transfer of asset to the third sector.	Argyll and Bute Council’s Projects and Renewables Team: Senior Development Officer (Social Enterprise).	Argyll and Bute Council Estates.
		Argyll and Bute Council to administer the Stalled Spaces Scotland project further to providing 50% of the £20,000 funding pot. Grants of up to £2,500 are available for projects which have growing, healthy living or youth activity at their heart, and also propose to improve underused, vacant or derelict spaces within town centres on a temporary basis (i.e. one day event to years until such time a site can be redeveloped).	Report on the number of grants secured by the Oban community by end of March 2016.	Argyll and Bute Council: Projects and Renewables Manager.	Architecture and Design Scotland and the Oban community.

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

## Compelling Oban, Lorn and the Isles

Theme – A Collaborative Oban, Lorn and the Isles					
Increase Profile of Oban, Lorn and the Isles					
Ref (SOA, CO & SO)	Outcome (by year 5)	Actions to achieve outcome	Success measures (in year)	Lead Organisation and Responsible Post	Key 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 and growth.	Creation of a Promotional Action Plan with input from local communities and employers.	<p>Completion of Compelling Argyll and Bute Administrative Areas study, by end of July 2015.</p> <p>Development of a detailed Promotional Action Plan for Oban, Lorn and the Isles by October 2015, with a focus on the issues and challenges raised in the Compelling research.</p> <p>Launch of Compelling Oban, Lorn and the Isles Action Plan by end of 2015.</p>	Argyll and Bute Council: Head of Economic Development and Strategic Transportation.	AITC, HI, Visit Scotland (VS).

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

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**ARGYLL AND BUTE COUNCIL****Oban Lorn and the Isles Area  
Committee****Community Services****12<sup>th</sup> August 2015**

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**Integration of Health and Social Care**

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**1.0 EXECUTIVE SUMMARY**

The purpose of this report is to provide the Oban Lorn and the Isles Area Committee with a progress report on the action undertaken to establish the Argyll and Bute Health and Social Care partnership (HSCP).

Argyll & Bute's Integration Scheme was fully approved by the Scottish Government on June 27<sup>th</sup> 2015, giving us authority to legally constitute the Integration Joint Board.

A 3 year Strategic Plan 2015/16 to 2019/20 is being produced, when this is finalised and adopted resources and full accountability for health and social care will devolve to the Integration Joint Board.

An integrated management structure has been agreed and senior managers have been appointed, with a target to appoint the full integrated management team by the end of September 2015.

The revenue and capital budgets of the specified council and NHS services will form part of an integrated budget for the new Health and Social Care Partnership to manage, with effect from April 1<sup>st</sup> 2016.

The Area Committee is asked to note the content of the report.

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ARGYLL AND BUTE COUNCIL

Oban Lorn and the Isles Area  
Committee

Community Services

August 2015

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## Integration of Health and Social Care

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### 2.0 INTRODUCTION

2.1 The integration of health and social care, required by the Public bodies (Joint Working) (Scotland) Act 2014 is in a transitional stage. The Health and Social Care Partnership will be fully operational on April 1<sup>st</sup> 2016. This report provides a progress update to the Area Committee.

### 3.0 RECOMMENDATIONS

3.1 The Area Committee notes the content of the report.

### 4.0 DETAIL

4.1 **Integration Scheme:** Argyll and Bute's Integration Scheme was completed and submitted to the Scottish Government in March 2015, the Integration Scheme has been approved by the Cabinet Secretary and set before Parliament for the statutory 28 day period, concluding 27<sup>th</sup> June 2015.

Following this formal approval we are required to proceed with the formal constitution of our Integration Joint Board (IJB), at its first meeting in August 2015, section 2.3 details its membership.

The IJB will not have operational or governance responsibility for the HSCP services until April 2016.

#### 4.2 **Health and Social care Interim Operating Arrangements until April 2016**

Following the issuing of Scottish Government guidance on the disestablishment of CHPs as at 31<sup>st</sup> March 2015, interim arrangements have been put in place until the resources can be legally delegated to the Argyll and Bute HSCP Integrated Joint

Board (IJB). This is dependent upon the production and approval of the Argyll and Bute HSCP strategic plan (see section 2.5)

NHS Highland, having considered the risks, and to meet the clinical and care governance and financial accountability requirements, has put in place Argyll and Bute Health Governance Committee which is established as a new subcommittee of the Board.

The Argyll and Bute council has confirmed the transition arrangements will be through its existing Community Services Committee.

The end of these transition arrangements must be by the 31<sup>st</sup> March 2016 as dictated by statute or sooner once resources can be legally delegated to the Argyll and Bute HSCP Integrated Joint Board (IJB).

### 4.3 Argyll and Bute Integration Joint Board

The Argyll and Bute HSCP Integration Joint Board from August 2015 (once legally constituted) will assume responsibility for the following:

- Production of the Argyll and Bute HSCP Strategic Plan
- Oversight of the integration transition arrangements regarding:
  - Health and Care Governance (Quality and Safety)
  - Health and Social Care Workforce and partnership arrangements
  - Financial Governance
  - Organisational Development
  - Patient and Carer engagement and involvement arrangements

The IJB therefore has no responsibility at this time for day to day operational services.

Argyll and Bute Integration Joint Board required membership has been established as prescribed in the legislation as set out in the Public Bodies (Joint Working) (Scotland) Act 2014 which is as follows:

Designation	Source
Chief Officer Health and Social Care	Through appointment
Chief Social Work Officer	Through appointment
4x Board Members, NHS Highland	Agreed by NHS Highland Board
4 x Elected members, Argyll & Bute Council	Agreed by Argyll and Bute Council
Independent sector representative	Through Scottish Care or Community Care providers
Third sector representative	Through Third Sector Interface
Registered Nurse	Through appointment
Registered medical practitioner who is not a GP	Through appointment
Registered General Practitioner	Through appointment
Trades Union representatives to represent staff in each organisation	Through Partnership Forum
2 x Public Representatives	Through application and interview process

Designation	Source
Carer Representative	Through application and interview process
Finance/ Section 95 Officer	Through appointment
Other members as agreed by the voting members of the IJB	Through application and interview process
In attendance:	
Integration Programme Lead	Through appointment
Minute taker	Through appointment
Other stakeholders/Officers co-opted	As required

A rigorous process for the selection of IJB members has been applied and it is expected that successful applicants will be notified and take up their roles by the end of July 2015, with first formal meeting of the IJB taking place in August 2015.

#### 4.4 Management appointments

With effect from 1<sup>st</sup> July 2015, the following management appointments have been made to support the Chief Officer:

Head of Adult Services – East: Allen Stevenson  
 Head of Adult Services – West: Lorraine Paterson  
 Head of Strategic Planning & Performance: Stephen Whiston  
 Head of Children & Families: To be appointed August 2015

Work is now progressing on the next tier of operational management with recruitment planned to conclude by September 2015.

#### 4.5 Strategic Plan 2016- 2019

The Strategic Plan will describe how Argyll and Bute Health and Social Care Partnership will make changes and improvements in the way it delivers health and social care over the next three years. It will explain what services we are responsible for, what our priorities are, why and how we decided them. It will show how we intend to make a difference by working closely with partners in and beyond Argyll and Bute.

It explains what is happening, including the legal requirement and the reasons why change is needed. As with all change some things will be kept and some things will be altered or stopped as we move forward. The Strategic Plan details the ambitions for Health and Care services making positive changes that improve quality of services, do away with waste, duplication and inefficient, top down systems. Co-production, collaboration which builds on existing commitment, experience and skills, best practices and services. The Strategic Plan will focus on what the public and users of services have said they value, and on the services that keep them safe and well.

However, the financial context is a difficult one, funding is tight and the HSCP will have to make tough choices on service investment and disinvestment. Argyll and Bute Council's overall savings targets will be around £9 million in both 2016/17 and 2017/18. NHS Highlands saving targets for Argyll and Bute are likely to be between



2-3% (£3.6- £5.4 million). Decisions on the level of funding allocated and savings the HSCP will have to make will be made by February 2016.

The HSCP aims to make these tough choices in consultation with localities, communities and stakeholders; they will be open and honest, as communities and stakeholder experiences and expertise will help to reshape public services

The Strategic Plan will therefore provide a “road map” for how health and social care services will be organised and provided in this area to meet our vision – “Helping the people in Argyll and Bute live longer, healthier, independent lives”.

The HSCP has to formally consult widely on its plan, however, the Strategic Planning Group (SPG) decided that the full draft Strategic Plan should be preceded by an information signposting leaflet (included in local papers, alongside virtual copies) and an Outline Strategic Plan – “A conversation with you”, detailing the major themes in our strategic plan has been made available from the 2<sup>nd</sup> July 2015.

The intention is to raise awareness, involve members of the public, staff and stakeholders to gain early feedback to inform the final Strategic Plan.

Copies of the Outline Strategic Plan will be available in local surgeries, pharmacies, post offices and libraries and local third sector interface. Electronic copies will be available on the NHS Highland and Argyll & Bute Council websites and at [www.healthytogetherargyllandbute.org.uk](http://www.healthytogetherargyllandbute.org.uk)

The Outline Strategic plan poses a number of questions to help inform the feedback and these questions are found in the plan or via an online survey at <https://www.surveymonkey.com/r/OUTLINESTRATEGICPLAN>

The key milestones in the Strategic Planning process are detailed below:

**Production of Strategic Plan- Indicative timetable;**

Item	Task	Time Scale
1	Establish Strategic Planning Group- Membership, ToR, Governance	Jan/Feb 15
2	Prepare proposals about matters the strategic plan should contain	End of Mar 15
3	Consult the Strategic planning group on proposals	End of April 15
4	Produce first draft of plan for SPG consideration	End of June 15
5	Consult the Strategic planning group first draft	End of July 15
6	Prepare second draft of Strategic Plan	End of August 15
	Consult the Strategic Planning Group and wider stakeholders on Strategic plan ( 3 months)	End of November 15
7	Prepare final strategic plan	End of December 15
8	A&B HSCP approved by IJB and SGHD go live date agreed, delegated responsibility passed to IJB	Feb 2016
9	A&B HSCP Go Live	April 2016

The strategic planning group (Appendix 1 outlines its membership from the

guidance) has been established, with the first meeting in March 2015 and monthly meetings planned thereafter. The group has the support of the Joint Improvement Team (JIT), with an identified JIT Associate working closely with the strategic planning group to provide advice and guidance.

The NHS Highland Board and Argyll and Bute Council as detailed in statute will be expected to provide a formal response to the full Strategic Plan as part of the consultation process.

### **4.6 Staff and Public Engagement**

The series of public and staff engagement events held in December, January and February informed staff and the public about the Integration Scheme and elicited considerable feedback, much of which has informed the development of the strategic plan.

Supporting the Communications and Engagement process a dedicated Integration programme website has now been set up hosted by Argyll Voluntary Action and this can be found at <http://www.healthytogetherargyllandbute.org.uk/>

Monthly newsletters, with recent developments and updates are distributed to approximately 3,500 households in Argyll and Bute, as well as to a list of significant organisations.

The next formal process of engagement is centred as referenced above on the formal consultation process for the strategic plan.

### **4.7 Contribution to Objectives**

This is a significant area of policy development for both the Council and NHS Highland as it is a legislative requirement which both partners will need to comply with fully.

## **5.0 CONCLUSION**

5.1 The integration of health and social care is required by the Public Bodies (Joint Working) (Scotland) Act 2014 and prescribed by the associated regulations and guidance. It is a transformational change, requiring a significant cultural shift.

5.2 The work currently has project status and the project is on target to enable the full transition to the Health and Social Care Partnership in April 1<sup>st</sup> 2016.

## **6.0 IMPLICATIONS**

6.1 Policy: There are a number of implications including clarification over pathways, roles and accountabilities in the new organisation which will require to be detailed and implemented through the course of the integration programme.

Notwithstanding this the integration model will be required to be safe, effective and evidence-based. There will be a need to build significant clinical engagement and consensus across the localities in the partnership catchment area, through the Clinical and Care Governance Committee.

6.2 Financial: The revenue and capital budgets of the specified council and NHS services will form part of an integrated budget for the new Health and Social Care Partnership to manage.

6.3 Legal: The new Partnership will be established by a statute agreement. In particular the governance and accountability arrangements will impact on the current arrangements and standing orders of both partners and is detailed in the Integration Scheme.

6.4 HR: The body corporate model of integration being adopted will mean the majority of staff contract arrangements will be unaffected however there will be substantial changes to the operational and strategic management arrangements for all staff.

Staff are integral to the success of the new Health and Social Care partnership and significant effort is being made to ensure staff are fully involved and engaged in the process

There are implications for a variety of staff roles and responsibilities, notably management and support services. Some of this is a continuum of the work already underway but others are also opportunities as identified by the Christie report regarding rationalisation, redesign and review of service as a consequence of integration of health and social care. There are also opportunities for staff co-location and professional and team development.

Organisational Change Policy and a jointly agreed staff protocol will underpin the approach to be taken, supported by workforce planning and development strategies.

6.5 Equalities: EQIA scoping exercise will be undertaken if required once the service model and its operational arrangements have been identified. Once again lessons learned from North Highland partnership process will be applied.

6.6 Risk: The process of integration introduces a large number of risks for the partners. The project is reviewing and updating its formal risk register taking account of:

- Governance
- Finance and Resources
- Performance Management and Quality
- Human Resources
- Integrated IT
- Engagement and Communications
- Organisational Development

- Equity
- Programme and timescale

6.7 Customer Service: This major service change will require the Partnership to put in place a comprehensive public involvement and engagement process in establishing the new arrangements for PFPI in the partnership.

The intention of the communication and engagement approach is to focus on Person Centred Care and outcomes demonstrating how services will improve by integration. This will be the core of both public and staff engagement and consultation.

A comprehensive communication and engagement plan has been developed and is being reviewed. It is a discrete project work stream with members drawn from staff, the public and management, supported by SGHD. Designated funding for communication and engagement has been identified. A full communication and engagement strategy will be in place by 1<sup>st</sup> April 2016.

**Executive Director** - Cleland Sneddon, Community Services  
Christina West, Chief Officer, Health and Social Care Partnership

**Policy Lead** - Councillor Mary Jean Devon  
09.07.2015

**For further information contact:** Stephen Whiston, Head of Strategic Planning & Performance

Programme Lead Integration

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**APPENDICES**

**Appendix 1 – Argyll and Bute HSCP Strategic Planning Group Prescribed Membership**

Integration Authorities are obliged to establish a Strategic Planning Group for the area covered by their Integration Scheme for the purposes of preparing the strategic plan for that area. The group must involve members nominated by the Local Authority or the Health Board, or both. In effect, this provides for the partners who prepared the Integration Scheme, and are party to the integrated arrangements, to be involved in the development of the strategic plan.

In addition, the Integration Authority is required to involve a range of relevant stakeholders. These groups must include representatives of groups prescribed by the Scottish Ministers in regulations as having an interest.

The table below identifies the initial membership for the Strategic Planning Group.

<b>Representative</b>	<b>Other</b>
Chief Officer HSCP	1
At least 1 member of NHS Highland Board	1
At least 1 Elected member of Argyll and Bute Council	1
Health Professionals (GP, Consultant RGH & MH, AHP, Nurse)	10
Social Care Professionals	10
Users of Health and Social Care	2
Carers of users of Health and Social Care	2
Commercial providers of health care	0
Non-commercial providers of health care	1
Commercial providers of Social care	1
Non-commercial providers of Social care	1
Non-commercial providers of Social housing	1
Third sector bodies within the Local Authority carrying out activities related to health or social care	1
Locality Representatives *	4
Representative of NHSGG&C *	1
<b>Total</b>	<b>39</b>

**\* Note**

*The policy statement issued in December 2014 made provision for representatives for localities and neighbouring Boards to be represented. The views of localities must be taken into account with the Integration Authority required to identify the most appropriate person to represent each locality on the Strategic Planning Group. Local flexibility is allowed, so that an individual can represent more than one locality.*

*As NHS Highland main provider for secondary care services is NHSGG&C a representative is also identified for the group.*

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ARGYLL AND BUTE COUNCIL

OBAN, LORN & ISLES  
AREA COMMITTEE

COMMUNITY SERVICES: EDUCATION

12 AUGUST 2015

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**SCHOOL HOLIDAYS AND IN SERVICE DAYS: 2016/2017**

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**1.0 EXECUTIVE SUMMARY**

- 1.1 The Community Services Committee at its meeting on 4 June 2015 agreed the framework of main holiday dates for schools in 2016/2017.
- 1.2 These dates were then circulated to schools to consider the remaining in-service days and occasional days.
- 1.3 The final patterns of in-service days and school holidays have now been identified for all schools in Oban, Lorn and Isles and these are outlined in Appendix 1 to 3 of this paper.

**2.0 RECOMMENDATIONS**

- 2.1 Area Committee is asked to endorse:
  - The final pattern of school holiday and in-service days for session 2016/2017, and
  - that the details of schools holidays and in-service days for 2016/2017 should now be circulated to schools and all relevant organisations.

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ARGYLL AND BUTE COUNCIL

OBAN, LORN & ISLES  
AREA COMMITTEE

COMMUNITY SERVICES: EDUCATION

12 AUGUST 2015

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## SCHOOL HOLIDAYS AND IN SERVICE DAYS: 2016/2017

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### 3.0 INTRODUCTION

- 3.1 The Community Services Committee at its meeting on 4 June 2015 agreed the framework of main holiday dates for schools in 2016/2017.
- 3.2 These dates were then circulated to schools to consider the remaining in-service days and occasional days.
- 3.3 The final patterns of in-service days and school holidays have now been identified for all schools in Oban, Lorn and Isles and these are outlined in Appendices 1 to 3 of this paper.

### 4.0 RECOMMENDATIONS

- 4.1 Area Committee is asked to endorse:
- The final pattern of school holiday and in-service days for session 2016/2017, and
  - that the details of schools holidays and in-service days for 2016/2017 should now be circulated to schools and all relevant organisations.

### 5.0 DETAIL

- 5.1 The Council at its meeting on 4 June 2015 agreed the main framework of school holiday dates for Session 2016/2017.
- 5.2 This framework was circulated to all schools. Head Teachers/Campus Principals were consulted about the five in-service days and the five occasional day's holidays which were to be incorporated into the agreed framework of holiday dates.
- 5.3 As part of the process Head Teachers/Campus Principals were asked to consult with other schools with the aim of achieving a consistent pattern of in-service days and occasional day's holidays in their area.
- 5.4 Following this consultation, responses from Head Teachers/Campus Principals were submitted to Argyll House and the final patterns of in-service days and school holidays were collated for consideration and endorsement by local committees.



5.5 The patterns of in-service days and school holidays for all schools in Oban, Lorn and Isles for school session 2016/2017 are outlined in Appendices 1 to 3.

## **6.0 CONCLUSION**

6.1 Following consultation with Head Teachers/Campus Principals about the incorporation of in-service days and occasional days holidays into the framework of main holiday dates agreed by the Council, the pattern of school holidays for 2016/2017 have now been identified.

## **6.0 IMPLICATIONS**

6.1 Policy – National/Council Policy in agreeing school holidays

6.2 Financial – None

6.3 Legal – None

6.4 HR – None

6.5 Equalities – None

6.6 Risk – None

6.7 Customer Service – School holidays will be made available to public via Council website

Cleland Sneddon  
**Executive Director of Community Services**

Councillor Rory Colville  
**Policy Lead Education for Education and Lifelong Learning**  
29 June 2015

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

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## **APPENDICES**

- Appendix 1 – School Holidays (Lorn) 2016/2017
- Appendix 2 – School Holidays (Mull) 2016/2017
- Appendix 3 – School Holidays (Tiree) 2016/2017

**Argyll and Bute Council  
Community Services: Education  
School Holiday Arrangements  
2016/2017**

**Oban and Lorn, Lismore, Luing and Coll, Colonsay, Bunessan and Iona**

Oban High School  
Achaleven Primary  
Arinagour Primary  
Barcaldine Primary  
Bunessan Primary  
Dalmally Primary  
Dunbeg Primary

Easdale Primary  
Iona Primary  
Kilchattan Primary  
Kilchrenan Primary  
Kilninver Primary  
Lismore Primary  
Lochnell Primary

Luing Primary  
Rockfield Primary  
St Columba's Primary  
Park Primary  
Strath of Appin Primary  
Taynuilt Primary

TERM	BREAK	DATES OF ATTENDANCE		PUPIL DAYS	WORKING DAYS	
First			15 & 16 August 2016 Teachers' In-service Days			
		Open	17 August 2016 Pupils Return			
	October	Close	7 October 2016	38 (38)	40 (40)	
		Open	24 October 2016			
		Close	17 November 2016	19 (57)		
			18 November 2016 Teachers' In-service Day			
		Open	21 November 2016			
	Christmas	Close	23 December 2016	25 (82)	45 (85)	
	Second		Open	9 January 2017		
Close			10 February 2017	25 (107)	25 (110)	
			16 & 17 February 2017 Teachers' In-service Days			
Open			20 February 2017			
Spring		Close	31 March 2017	30 (137)	32 (142)	
Third		Open	18 April 2017			
		Close	28 April 2017	9 (146)	9 (151)	
	May	Open	2 May 2017			
		Close	30 June 2017	44 (190)	44 (195)	

**Argyll and Bute Council  
Community Services: Education  
School Holiday Arrangements  
2016/2017**

**Mull (except Buessan and Iona)**

Tobermory High School  
Dervaig Primary

Lochdonhead Primary  
Salen Primary

Ulva Primary

TERM	BREAK	DATES OF ATTENDANCE		PUPIL DAYS	WORKING DAYS
First			15 & 16 August 2016 Teachers' In-service Days		
		Open	17 August 2016 Pupils Return		
	October	Close	7 October 2016	38 (38)	40 (40)
			24 October 2016 Teachers' In-service Days		
		Open	25 October 2016		
	Christmas	Close	23 December 2016	44 (82)	45 (85)
Second		Open	9 January 2017		
		Close	9 February 2017	24 (106)	25 (110)
			10 February 2017 Teachers' In-service Day		
		Open	16 February 2017		
	Spring	Close	31 March 2017	32 (138)	32 (142)
Third		Open	18 April 2017		
		Close	28 April 2017	9 (147)	9 (151)
	May	Open	2 May 2017		
		Close	12 May 2017	9 (156)	
			15 May 2017 Teachers' In-service Day		
		Open	16 May 2017		
		Close	30 June 2017	34 (190)	44 (195)

**Argyll and Bute Council  
Community Services: Education  
School Holiday Arrangements  
2016/2017**

**Tiree**

Tiree High

Tiree Primary

TERM	BREAK	DATES OF ATTENDANCE		PUPIL DAYS	WORKING DAYS
First			15 August 2016 Teachers' In-service Day		
		Open	16 August 2016 Pupils Return		
		Close	18 August 2016	3 (3)	
			19 August 2016 Teachers' In-service Day		
		Open	22 August 2016		
	October	Close	7 October 2016	35 (38)	40 (40)
		Open	24 October 2016		
		Close	17 November 2016	19 (57)	
			18 November 2016 Teachers' In-service Day		
		Open	21 November 2016		
Christmas	Close	23 December 2016	25 (82)	45 (85)	
Second		Open	9 January 2017		
		Close	10 February 2017	25 (107)	25 (110)
			16 & 17 February 2017 Teachers' In-service Days		
		Open	20 February 2017		
	Spring	Close	31 March 2017	30 (137)	32 (142)
Third		Open	18 April 2017		
	May	Close	28 April 2017	9 (146)	9 (151)
		Open	2 May 2017		
		Close	30 June 2017	44 (190)	44 (195)

ARGYLL AND BUTE COUNCIL

OBAN, LORN AND THE ISLES  
AREA COMMITTEEDEVELOPMENT & INFRASTRUCTURE  
SERVICES

12 AUGUST 2015

**LORN ARC – UPDATE REPORT AS AT 16<sup>th</sup> JULY 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 16<sup>th</sup> July 2015.
- 1.2 This paper also reports on key issues that will impact on the successful delivery of the projects from design development stage through to procurement and implementation.
- 1.3 This report sets out the envisaged timelines for the three projects within the Lorn Arc programme and provides a brief synopsis of the current position relating to each of these projects.
- 1.4 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 5<sup>th</sup> February 2015. Planning permission has been granted for the proposed access road. A Full Business Case (FBC) assessing the merits of implementing this project has been produced and approved by Policy and Resources Committee on the 14<sup>th</sup> May 2015. The finalised design of the road has been completed and procurement has taken place, with the outcome being delivery through our own Roads and Amenity Services team, ensuring that work can begin on site prior to the end of September deadline.
- 1.5 Budget: Detailed below is the current budget position for both the revenue and capital approved budget allocations.

<b>REVENUE</b>	£	
Total approved funds	1,607,000	
Total project spend to date	27,379	
Balance	1,579,621	
<b>CAPITAL</b>	£	
Total approved funds	1,388,000	
Total project spend to date	103,000	
Balance	1,285,000	

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

- Note the current progress with the Lorn Arc Programme.

**LORN ARC – UPDATE REPORT AS AT 16th JULY 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 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 1 July 2015.
- 2.2 The paper also reports on key issues that will impact on the successful delivery of the projects from development stage through to procurement and implementation.

**3 RECOMMENDATION**

- 3.1 It is recommended that the Policy and Resource Committee:-

- Note the current progress with the Lorn Arc Programme

**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.

<b>Table 1 : Capital investment start dates</b>			
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 Development Zone			Q4
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		

Project Initiation document (PID) was approved by Council in January along with six years revenue funding totalling £1.6m. Project Managers are currently taking forward Oban Airport Access Road and Business Park, Lorn Road/Kirk Road and Oban North Pier extension. The Oban Airport Access Road is on track to be on site September 2015. A review of the assumptions made in the October 2013 Business Case and January 2015 PID will be undertaken to confirm they are still reasonable and that the TIF Programme is still viable, following which the outcome will be reported to members before the first material site start in September 2015. A brief synopsis of each of the projects progress is detailed below :-

- 4.2 **Project 1 - Lorn Rd / Kirk Rd Improvements, Dunbeg** – Start-up cost were approved for this project on the 19<sup>th</sup> 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 will be presented to the Oban Lorn and the Isles Area Committee and to the Policy and Resources Committee in due course. This project lies within the Dunbeg Corridor development area and as such has formed an element of discussions with the principle developer of this area, Link Housing Association on how they can develop their Masterplan for the development of this area. These discussions with Link Housing Association have progressed to the point where it might be prudent to redesign this road improvement scheme, which could possibly avoid the need for a Compulsory Purchase Order and possibly reduce costs. This would require revised design work, revised financial modelling and a revised application for planning permission to be submitted. Delivery is therefore on hold until information is submitted from Link Housing Association and a resultant recommendation can be made on whether to continue with the current design or whether to embark on a redesign process. This is expected to be presented to Members by November 2015.
- 4.3 **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.
- 4.4 **Project 3 - Halfwayhouse Roundabout / Dunbeg Development Road, Dunbeg** – This project lies within the Dunbeg Corridor development area, and as such has formed an element of discussions with the principle developer of this area, Link Housing Association on how they can develop their Masterplan for the development of this area. Negotiations / discussions are also 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 in due course requesting Start-up costs for this project.

- 4.5 **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 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
- 4.6 **Project 5 - North Pier Extension, Oban** – The Policy and Resources Committee approved start-up costs of £560,000 for this project on 14 May 2015. Options are currently being assessed for physical and financial viability and sequencing with other complementary CHORD projects to include the interim step ashore facility and potential Oban Times Slip improvements. This option assessment will inform the extent and design of the extension to be taken forwards on the North Pier.
- 4.7 **Project 6 - North Pier Streetscape, Oban** – Following the finalisation of the Oban CHORD Public Realm Schemes and design approval of Project 5, discussions will take place on how best to proceed with this element.
- 4.8 **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.
- 4.9 **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 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.
- 4.10 **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. Planning permission has been granted for the proposed access road. A Full Business Case (FBC) assessing the merits of implementing this project has been produced and approved by Policy and Resources Committee on the 14th May 2015. The finalised design of the road has been completed and procurement has taken place, with the outcome being delivery through our own Roads and Amenity Services team, ensuring that work can begin on site prior to the end of September deadline. Alongside this a draft Masterplan has been prepared and is currently being assessed prior to submission for planning approval. This Masterplan will form the basis of a marketing promotion aimed at ensuring the site is developed as speedily as possible. Investigative and exploratory design works are also underway to ensure service provision (in particular sewerage) is delivered.
- 4.11 **Resourcing** – Recruitment has been concluded for a replacement for Linda Houston, who left the Council in June. Kirsteen MacDonald will be officially taking up this role from early August. Recruiting is required for administration support to assist with administration tasks associated with the programme. The resources required to deliver the Lorn Arc Programme will be continually monitored and reported to members.
- 4.12 **Budget:** Detailed below is the current budget position for both the revenue and capital approved budget allocations.



<b>REVENUE</b>	£	
Total approved funds	1,607,000	
Total project spend to date	27,379	
Balance	1,579,621	
<b>CAPITAL</b>	£	
Total approved funds	1,388,000	
Total project spend to date	103,000	
Balance	1,285,000	

## 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. Before the contract is let, a review of the assumptions made in the October 2013 Business Case and January 2015 PID will be undertaken to confirm they are still reasonable.

## 6. IMPLICATIONS

<b>POLICY</b>	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.
<b>FINANCIAL</b>	As outlined in section 4.3 above.
<b>LEGAL</b>	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.
<b>PERSONNEL</b>	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 members.
<b>EQUAL OPPORTUNITIES</b>	There are no equal opportunities implications.
<b>RISK</b>	As outlined in Appendix A
<b>CUSTOMER SERVICE</b>	There are no customer service implications.

**Executive Director Development and Infrastructure Services:** Pippa Milne

**Policy Lead:** Ellen Morton

16<sup>th</sup> July 2015

For further information - please contact :  
 Adrian Jackson-Stark,  
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 Economic Development and Strategic Transportation,  
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 01631 567970

Lorn Arc PROGRAMME HIGHLIGHT REPORT – APPENDIX A - 1 July 2015

RAG Status Risk <5 **Green** (low); Risk 5-<15 **Amber** (medium) and Risk 15-25 **Red** (High)

Project	Overall	Time	Quality	Cost	Outcomes / Benefits.	Notes
<b>Lorn Arc TIF</b>	<p>Council approved PID on the 22 January.</p> <p>Project Managers currently taking forward three projects: Oban Airport Access and Business Park Enabling works, Lorn Road/Kirk Road and Oban North Pier Extension.</p> <p>FBC for Oban Airport Access and Business Park approved at P&amp;R on the 14th May. Contract for Access Road on-track to be awarded in house by mid-July, thus ensuring Council's meets its contractual obligation to Scottish Government and SFT to be on site by the end of September 2015.</p> <p>Project development funding for Lorn Road/Kirk Road has been approved.</p> <p>Oban, North Pier Extension - brief currently being prepared.</p>	<p>To meet contractual obligations one project requires to be on site by end of September 2015, the Oban Airport Access Road is on track to fulfil that requirement.</p> <p>The Agreement also states that the nine TIF Assets (projects) have to be all "practically complete" by December 2020 or the council does not get to retain 50% of the NDR uplift once debt is paid off. Meeting this requirement will be challenging, project plans will therefore be regularly reviewed.</p>	Not applicable at this stage	<p><b>Revenue</b></p> <p><b>Budget</b>      <b>£1,607,000</b></p> <p>Spend            £    27,379</p> <p>Balance         £1,579,621</p> <p>.</p>	<p>£18.9m package of infrastructure improvements including the access to the SAMS/EMS, measures to improve Port and Marine facilities within the Lorn Arc area and other business related infrastructure which will support the delivery of the new Local Development Plan and assist population growth through the generation of new opportunities.</p>	

	A review of the assumptions made in the October 2013 Business Case and January 2015 PID will be undertaken to confirm they are still reasonable.					
<b>1 - Lorn Rd / Kirk Rd Improvements, Dunbeg</b>	<p>Start-up costs approved - £238k</p> <p>Planning permission approval imminent</p> <p>CPO progression - underway</p> <p>FBC approval required – draft FBC prepared by AECOM to be updated.</p>	Anticipated start date 31/3/17.	Project will be delivered in line with the submitted planning application together with any specific quality standards which planning list.	<p>Start-up costs Budget £ 238k Spend £ 19k Balance £219k</p> <p>Anticipated capital cost £2.75m. Currently reviewing design options that may avoid CPO and reduce costs.</p>	To enable improved access to SAMs / EMSP and enable limited future development in short term – becomes secondary access longer term enabling significant levels of further development at this time.	Discussions underway with Link which <b>might</b> involve a redesign of this scheme which could possibly avoid CPO and reduce costs this would require a revised application for planning permission to be submitted. Delivery therefore on hold until decision on this made, expected by November 2015.
<b>5 - North Pier Extension, Oban</b>	<p>Start-up costs approved</p> <p>Preliminary internal design work now underway.</p> <p>Planning permission approval required</p>	Delivery by 2018.		<p>Start-up costs £560k</p> <p>Spend £0</p> <p>Potential capital budget of £5.2m in total</p>		Options Appraisal / preliminary design / FBC & Economic Impact Assessment are currently being assessed to look at how this

	FBC approval required  Economic Impact Assessment required					project should be delivered
<b>9 - Existing Access Improvements and Business Park Enablement, Oban Airport</b>	<p>Start-up costs approved</p> <p>FBC and Economic Impact Assessment approved</p> <p>Planning permission granted for road – phase 1a</p> <p>In house delivery of works following decision that this was the best option for the delivery of this project in order to meet tight delivery timelines and achieve best value.</p> <p>Masterplan requires final assessment and planning approval, required before servicing design work can begin and planning application submitted for water / sewerage and power / telecoms</p> <p>Site marketing required on approval of Masterplan, anticipated timescale 1 January 2016.</p>	Road construction – start date by 31/9/15, anticipated completion 31/3/16.	Project will be delivered in line with the approved submitted planning application.	<p>Total project budget £590k.</p> <p>Start-up costs £95k</p> <p>Spend £84k</p> <p>Balance £11k</p> <p>Road construction £311k (includes contingency of 15%)</p> <p>Balance available circa £180k</p>	Construction of access road to enable development of new business park	<b>This project <u>will</u> start on site before the end of September 2015 – meeting Lorn Arc meaningful start deadline.</b>

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**ARGYLL AND BUTE COUNCIL****OBAN, LORN AND THE ISLES  
AREA COMMITTEE****DEVELOPMENT & INFRASTRUCTURE  
SERVICES****12 AUGUST 2015**

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**OBAN CHORD – UPDATE REPORT ON MEETING HELD WITH OBAN BAY MARINE LTD  
ON THE 9<sup>th</sup> JULY 2015**

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**1. EXECUTIVE SUMMARY**

- 1.1 The purpose of this report is to update the OLI Area Committee on the meeting held with OBM Ltd on the 9<sup>th</sup> July 2015. The attached minute of the meeting (Appendix A) outlines the discussion that took place and the agreed actions.
- 1.2 Both parties felt the meeting had been constructive and have agreed the actions outlined below.
- 1.3 Agreed Actions:
- OBM to provide Council with emails from Linda Houston confirming revised Business Case should go ahead.
  - OBM to provide Council with written permission from CalMac agreeing to pontoons being placed on the south side of the North Pier.
  - OBM to provide Council with copies of the technical reports they hold for the south of the north pier.
  - On receipt of above reports, these will be passed to ABC's engineers to consider alongside the proposal for the north of the north pier.
  - After ABC engineers have reviewed OBM reports and others available Council will arrange an engineering meeting with OBM
- 1.4 It is recommended that the OLI Area Committee note the content of this paper.

**OBAN CHORD – UPDATE REPORT ON MEETING HELD WITH OBAN BAY MARINE LTD  
ON THE 9<sup>th</sup> JULY 2015****2. INTRODUCTION**

- 2.1 As requested at the OLI Area Committee held on the 9 April 2015, a meeting was held between Council officers and OBM Ltd to address their concerns. This report updates members on the minute of the meeting and agreed actions.

**3 RECOMMENDATION**

- 3.1 It is recommended that the OLI Area Committee note the content of this paper.

**4. DETAILS**

- 4.1 The agreed minute of the meeting including actions is attached, see Appendix A.

- 4.2 The agreed actions are:

- OBM to provide Council with emails from Linda Houston confirming revised Business Case should go ahead.
- OBM to provide Council with written permission from CalMac agreeing to pontoons being placed on the south side of the North Pier.
- OBM to provide Council with copies of the technical reports they hold for the south of the north pier.
- On receipt of above reports, these will be passed to ABC's engineers to consider alongside the proposal for the north of the north pier.
- After ABC engineers have reviewed OBM reports and others available Council will arrange an engineering meeting with OBM

**5 CONCLUSION**

- 5.1 Both parties felt the meeting had been constructive and have subsequently agreed the Minute of the meeting which includes a meeting with ABC's Engineers following receipt and review of OBM's technical reports. A further update will be provided to the OLI Area Committee once the above engineering meeting has taken place.

**6. IMPLICATIONS**

<b>POLICY</b>	A further update will be provided to the OLI Area Committee once the above engineering meeting has taken place.
<b>FINANCIAL</b>	None.
<b>LEGAL</b>	None
<b>PERSONNEL</b>	None.
<b>EQUAL</b>	There are no equal opportunities implications.

<b>OPPORTUNITIES</b>	
<b>RISK</b>	None
<b>CUSTOMER SERVICE</b>	There are no customer service implications.

**Executive Director Development and Infrastructure Services:** Pippa Milne

**Policy Lead:** Ellen Morton

20<sup>th</sup> July 2015

For further information - please contact :  
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Oban Lorn Arc Regeneration Project Manager,  
Economic Development and Strategic Transportation,  
Development and Infrastructure Services.

**ARGYLL AND BUTE COUNCIL/OBAN BAY MARINE  
MEETING ON THURSDAY THE 9<sup>TH</sup> JULY 2015 10AM  
CORRAN HALLS OBAN**

Oban Bay Marine: OBM  
Argyll and Bute Council: ABC

Present OBM: Mike Robertson (MR) - Chair  
Elaine Lauder (EL)  
Jean Ainsley (JA)  
Brian Swinanks (BS)  
Maitland Murray (MM)  
Roger Parry (RP)  
Linda Battison (LB)  
Graeme Bass (GB)

Present ABC: Charles Reppke (CR)  
Fergus Murray (FM)  
Helen Ford (HF)  
Kirsteen MacDonald (KM)  
Dominique Brown (DB) – Minute Taker

Apologies: John Peden (JP) In his absence he had prepared a report which was circulated and noted.

Item	Detail	Action
1.	<p><b>Welcome and Introductions</b></p> <p>Meeting opened by Mike Robertson followed by round the table introductions with each attendee giving a short description of background and role.</p>	
2.	<p><b>The Business Community Viewpoint</b></p> <p>GB outlined that the business community feel that there is a gap in the town's ability to compete effectively and this is due to a lack of maritime facilities for visitors and cruise ship customers. Cruise ship customers receive a poor first impression alighting on the slip on the north side of the North Pier. Lerwick forecast eighty two cruise ship visits bringing in £1.2 million. In comparison Oban has only received fourteen visits. The business community feel there</p>	



is a strong need for concrete plans for a step ashore facility to be in place as soon as possible.

LB added that tourism has been lost for many years due to the inability of yachts to berth, the modern day yachtsman will not come ashore in a rubber dingy, it needs to be a step ashore facility, the lack of facilities has meant that over the years Oban has suffered a loss of prestige amongst this community.

FM explained that ABC recognises the need for greater facilities and is in the process of bringing forward proposals for a transit berthing and step ashore facility as instructed by the Area Committee. ABC is committed to developing marine tourism and has recently done so in Campbeltown; after opening this facility 300 boats went through in the first week. FM posed the question of why the private sector had not built the marina if there was strong private sector demand?

LB replied that OBM were in such a position eight years ago with funding from crown estates, and HIE however ABC prevented the project moving forward.

CR indicated that the Council had a different view of the previous discussions with OBM.

RP explained that OBM believed there was £2 million available through the CHORD programme and so OBM waited to proceed alongside ABC.

HF stated that projects are subject to a Full Business Case. Each town received a funding allocation, a portion of Oban's allocation was put set aside for a transit berthing facility. To date a Full Business Case hasn't been put forward for a transit berthing facility hence the funds have not been approved/released.

CR asked if OBM feel the project is dependent upon public sector funding.

JA responded that OBM feel that the construction of a marina/pontoons could be funded by the private sector

	<p>however wider costs such as dredging, and maintenance would require ABC /other public funding.</p> <p>BS referenced the question posed by CR and added that an attenuator will also be necessary for the project, previous projects built their piers without thinking of a marina, there has been a lack of joined up thinking historically between the harbour and harbour authorities.</p> <p>MR further noted that it will require a combination of public and private sector funding, which is an established principle for example Campbeltown Marina. Secondly there was £800,000 promised to OBM 8 years ago which was going to form funding in partnership with crown estates, if ABC were not planning on funding the proposal it should have been stated then.</p> <p>CR, FM, indicated that the Council had a different view point in respect of the second point made by MR in reference to the suggestion that there had been a commitment of £800,000.</p> <p>In summary LB&amp;GB emphasized that :-</p> <ul style="list-style-type: none"> <li>• A short stay facility would complement the marina at Kerrera.</li> <li>• The business community has waited long enough, and the fear is that further delay in providing improved infrastructure for visiting yachts threatens Oban’s tourist industry.</li> <li>• OLTA members don’t care which side of the pier the development takes place, as long as it happens quickly, and provides facilities for a large no of yachts, not just a pontoon for cruise ship walk ashore.</li> </ul>	
<p><b>3.</b></p>	<p><b>The Tobermory Experience</b></p> <p>BS explained his intention to outline his experience with Tobermory Marina. The Tobermory project involved working with multiple partners which as a result has proved</p>	

successful. Funding is harder to find in today's climate however it is still available, Lochboisdale is an example of this having recently attracted £5 million from HIE. It is the delivery of wider benefits to the town that should be used as a measure of success, rather than the turnover. Once facilities had been installed in Tobermory overnight stays doubled to seven thousand; cruise liner visits have risen to thirty, boat visits have doubled and the population has doubled too. Incoming inhabitants to Tobermory state moorings as a key motivator for their relocation.

Oban needs to be a strategic hub port with links to the Caledonian Canal channelling marine tourism up and down the coast and furthermore onto Tobermory. Locations further North need 50% of marine visitors to continue on to break even, the figure is currently sitting at 20-30%.

The facilities needed in Oban are varied including: broadband, large berths, fuelling, toilets and services, waste disposal, servicing, and easy access for passengers. Furthermore strategic management, day to day management and communication between stakeholders will all be important.

BS stressed that while cruise ships are good business, it is the floating tourists with their own boats who spend the most money ashore. He quoted "The bigger the ship, the smaller the spend".

MR concluded with the question of whether it is accepted by both parties that the Tobermory experience outlines the need for Oban to have a marina?

FM replied to MR saying that ABC is fully aware of the challenges of addressing the needs of marine tourism in Oban. Campbeltown Marina has now been delivered, and ABC recognises the importance of marine tourism for Oban too, this is why the council is addressing the issue.

CR asked Brian if he believed there would be competition between the development of an Oban transit marina and Tobermory Marina.

BS responded to CR saying that there will be competition

	<p>for cruise liners however the tourists afloat business is seen to be complementary to the Tobermory Marina.</p> <p>LB voiced her view that the key tourism for Oban will be from the tourists afloat as statistics show that they are the group who step ashore and spend the most money in comparison to cruise customers.</p> <p>MM expressed a concern that Tobermory will out-compete Oban due to the island position and charm of Tobermory.</p> <p>FM disagreed with MM stating that Helensburgh had recently been described as an ‘attractive fishing village on the Clyde coast’ by a Cruise Operator and that he felt Oban has its own unique appeal.</p> <p style="padding-left: 40px;">BS had stressed that while cruise ships are good business, it is the floating tourists with their own boats who spend the most money ashore. He quoted “The bigger the ship, the smaller the spend “.</p>	
<p><b>4.</b></p>	<p><b>The Council’s Current Proposals</b></p> <p>HF began by saying that ABC is committed to delivering a marine tourism facility in Oban and as such the arrangements for an integrated Maritime Facility is progressing and that the Full Business Case for a Maritime Visitor Facility has been approved, unfortunately a current legal challenge is blocking this project from moving forwards.</p> <p>RP queried why ABC had thrown out OBMs Business Case.</p> <p>HF answered RP’s query by explaining that this was due to the Business Case assuming that ABC would fund considerably more than it had agreed to.</p> <p>JA stated that she had emails from Linda Houston confirming that the revised business case should be progressed.</p>	

	<p>FM stated that he had no knowledge of such emails moreover ABC officers do not have the authority to commit any funding beyond what was set out in the letter, as this would require Council/Area committee decisions</p> <p>RP added that a meeting was held in August 2014 with Linda Houston, Fergus Murray and OBM at which point the revised content of the Business Case had been agreed.</p> <p>FM disagreed with the above point made by RP, £200,000 was offered by both ABC and HIE to fund the Business Plan, as stated in ABC's letter of 24 April 2014. There was no agreement to go beyond that figure and in any case it was made clear in the letter that this offer was subject to member approval.</p>	<p><b>JA to provide a copy of Linda Houston emails to ABC.</b></p>
<p><b>5.</b></p>	<p><b>Council Funding Available</b></p> <p>RP questioned how the marina is to be funded; through CHORD alone or through CHORD and TIF.</p> <p>HF replied to RP saying that North Maritime Quarter would be funded by CHORD and TIF and that ABC would also be looking to attract external funding.</p> <p>LB expressed her view that money spent on the interim solution would prevent the full marina being developed and that there needed to be a marina in Oban now.</p> <p>HF replied to LB saying that the interim solution and full marina were not mutually exclusive and that it takes 12-14 months minimum to get the necessary permissions i.e. licences to put infrastructure in the water. This also applies to the OBM option.</p> <p>RP voiced his doubt that the current funding is sufficient to fund a long term solution.</p> <p>HF explained that it is the intention of ABC to attract external funding in addition to ABC funds.</p> <p>BS expressed his view that if you started now you could have pontoons in the south bay by next summer and as</p>	

	<p>they are mobile they could be moved to the north side of the north pier if ABC so chose.</p> <p>HF stated that ABC officers have a duty to ensure that public money is spent efficiently; dredging twice in combination with other abortive costs of moving the pontoons does not represent value for money.</p> <p>CR queried if all stakeholders would be happy with pontoons being placed on the south side of the north pier noting CalMac as an example.</p> <p>MR stated that OBM had written permission from CalMac agreeing to pontoons being placed on the south side of the North Pier.</p> <p>MM added that CalMac agreed to these proposals in a meeting held back in 2012 with Lorna Spencer.</p> <p>CR asked if the proposals remained the same.</p> <p>MR answered CR saying that they were not however the new proposal is for fewer berths than previously suggested so the spirit of the agreement has not changed. OBM stated they were happy to provide ABC with a copy of the Marine Safety Action Plan agreed with CalMac.</p> <p>BS stated his intention to engage with Crown Estates in order to raise the profile of the proposed marine facilities.</p> <p>FM responded to BS saying that he would welcome that.</p>	<p><b>OBM to give a copy of this document to HF.</b></p>
<p><b>6.</b></p>	<p><b>The Serviced Site Principle</b></p> <p>MM asserted that there is great private sector support for OBM's proposals; Peter Weir has indicated that if OBM were able to cover dredging and the attenuators he would supply the pontoons.</p> <p>CR replied to MM saying that private sector funding of pontoons would need to be put out to tender to ensure fair competition.</p>	

**The Scope Of The New Consultancy**

HF stated that ABC has allocated £45,000 to investigate options for an interim solution.

RP enquired which side of the pier ABC plans to investigate.

HF replied that it was the north side of the North Pier.

RP questioned why ABC is not investigating the south side of the North Pier.

HF answered RP saying that ABC engineers feel this option is more deliverable.

RP disagreed saying that there is more protection and less dredging required for a facility on the south of the north pier, OBM engineers feel this to be the better option.

CR commented that in his experience qualified engineers can often have different views on the best course of action.

MR requested that the allowance of £45, 000 is spent on investigating both sides of the north pier. Consultant reports developed by OBM have been submitted to ABC several times, please consider this information.

*Some discussion ensued on the above point.*

FM stated that ABC has an open mind on this issue and was concerned with the facts only. If OBM provide the technical reports mentioned which recommend the south side these will be given to ABC’s engineers to consider alongside the proposal for the north side.

CR posed the question to OBM of whether they are opposed in principle to the development of the north side of the North Pier or simply take the view that is isn’t feasible.

MR replied saying that OBM are not opposed to the development of the north side of the North Pier. OBM welcomes investment from ABC into the provision of

**OBM to provide a copy of the technical reports. FM to provide to ABC engineers.**

facilities, if ABC concludes that the north side of the pier is best OBM would disagree from a technical viewpoint but welcome the investment nonetheless.

FM expressed his view that both OBM and ABC want the same thing for Oban, increased berthage, more cruise ship visits, and increased numbers of yachts visiting the town. ABC is investing in marine tourism; recently having developed Campbeltown Marina and in the past facilitating new facilities at Rothesay.

BS voiced his concern that greater clarity was needed as to the type of marine tourist target OBM want to attract and that OBM are very keen to see provision for yachts in the new facilities as OBM feel this will provide the local economy with a greater boost.

LB echoed the above sentiment of BS and added that cruise ships would undoubtedly be a bonus however the tourists afloat business is the target market most valued by OBM.

RP outlined his concern that the £45, 000 would be spent on investigating a temporary solution rather than a full project.

HF replied to RP saying that interim did not mean temporary and that it would be more accurate to think of the interim facility as a phase of the project. Phase four of the project will cover the long term solution. ABC engineers are investigating this and have started to draft a brief.

EL requested a timeframe regarding development of the brief.

HF replied that ABC cannot give a firm time frame for it, currently looking to recruit a new project manager. It is hoped that the brief will be finished in the next few months.

JA enquired how many berths the new facility will provide.

HF responded to JA by saying that this has not been determined yet.



	<p>JA asked if any external companies were involved in the development of the brief or if engineers were employed by ABC.</p> <p>FM replied to JA saying that the engineers will be internal.</p> <p>CR commented that it should be noted that the brief will not necessarily cost £45, 000 to complete.</p>	
	<p><b>AOCB</b></p> <p>CR asked if it would be a fair comment to say that a lack of clarity regarding the role of OBM needs to be addressed as a barrier to moving forward.</p> <p>HF added to the above comment by CR saying that this clarification of their role is necessary as it will affect the level of involvement of OBM. Is it as an owner, developer, operator or advisor? For example if OBM intended to operate the marina ABC could be accused of allowing OBM unfair access to the project. OBM's Business Case uses language that casts OBM in several different roles.</p> <p>MR explained that the role of OBM has evolved over time and in response to challenges faced. OBM currently sees itself as a pressure group, promoting the importance of a step ashore facility for Oban rather than having a direct role in the ownership, development or operation of the facilities.</p> <p>RP commented that OBM is happy for the Business Case to be reworded in these sections, OBM started off wanting to put in pontoons; this has changed.</p> <p>JA added that ABC should have raised the wording of the Business Case as an issue earlier.</p> <p>HF explained that KM and herself are new to the project and so are unable to comment on past communication between OBM and ABC.</p> <p>RP asked if the Business Case was still of use.</p>	

	<p>HF replied to RP saying that it is useful as an illustration of the type of project that could be done in this type of location.</p> <p>LB enquired if the wording of the Business Case was to be resolved along with displacement and state aid issues, could the proposal be moved back up to 60 berths?</p> <p>HF replied that this would be unlikely as a greater number of berths would likely increase displacement/state aid issues.</p> <p>LB disagreed that a larger number of berths would increase displacement.</p>	
	<p><b>Conclusion: Is There A Way Forward?</b></p> <p>HF returned to the earlier point made by EL in item six regarding a lack of dialogue between OBM and ABC and suggested that a meeting be arranged between OBM and ABC engineers to discuss the location to be used for the step ashore facility. HF noted that ABC engineers would need time to review the reports in advance of the meeting, Arthur McCulloch is the chief engineer for ABC. Additionally it would be helpful for OBM to decide upon a spokesperson to be the point of contact between OBM and ABC.</p> <p>MR volunteered to be the point of contact for OBM, thanked ABC officers for attending and expressed the continued commitment of OBM to promoting movement towards a transit facility for Oban.</p> <p>RP enquired how ABC was going to report back to the Area Committee on the contents of this meeting.</p> <p>HF the report back to the Area Committee will be the minutes of this meeting once they have been agreed by both parties.</p> <p>CR confirmed that he would be briefing the Area Chair at the conclusion of the meeting and said that he proposed to advise that the meeting had been positive and nobody disagreed with that assessment.</p>	<p><b>After ABC engineers have reviewed OBM reports and others as available HF to arrange an engineering meeting between OBM and ABC.</b></p>

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