

**Argyll and Bute Council**  
**Comhairle Earra-Ghàidheal Agus Bhòid**

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16 March 2016

**NOTICE OF MEETING**

A meeting of the **OBAN LORN & THE ISLES AREA COMMITTEE** will be held in the **CORRAN HALLS, OBAN** on **WEDNESDAY, 10 FEBRUARY 2016** at **10:30 AM**, which you are requested to attend.

Douglas Hendry  
Executive Director of Customer Services

**BUSINESS**

- 1. APOLOGIES**
- 2. DECLARATIONS OF INTEREST**
- 3. MINUTES** (Pages 1 - 6)  
Oban, Lorn and the Isles Area Committee Minutes – 9<sup>th</sup> December 2015
- 4. PUBLIC AND COUNCILLOR QUESTION TIME**
- 5. INTEGRATION OF HEALTH AND SOCIAL CARE** (Pages 7 - 28)  
Report by Planning and Performance Management Officer
- 6. ADULT CARE GENERAL UPDATE** (Pages 29 - 36)  
Report by Area Manager – Adult Care
- 7. CHARITY AND TRUST FUND** (Pages 37 - 42)  
Report by Finance Manager
- 8. SECONDARY SCHOOL REPORTS - OBAN HIGH SCHOOL** (Pages 43 - 62)  
Report by Head Teacher of Oban High School
- 9. DEVELOPMENT PARKING REPORTING**

Report by Contracts Manager

**10. BRIDGE OF ORCHY HALL TRUST** (Pages 63 - 64)

Report by Area Committee Manager

**11. 2016/17 MEETING DATES** (Pages 65 - 68)

Report by Area Committee Manager

**12. DISCUSSION RE FORMATION OF SPORTS COUNCIL**

Verbal update by the Chair of the Oban, Lorn and the Isles Area Committee

**13. PROPOSED LEASE AT GANAVAN**

Report by Head of Roads and Amenity Services

**E1 14. UPDATE OF PROPERTIES SOLD** (Pages 69 - 72)

Report by Head of Facility Services

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 David Kinniburgh
Councillor Iain MacDonald	Councillor Alistair MacDougall
Councillor Neil MacIntyre	Councillor Iain MacLean
Councillor Roderick McCuish (Chair)	Councillor Elaine Robertson (Vice-Chair)
Graeme Forrester, Area Committee Manager (Clerk)	

Contact: Danielle Finlay, Senior Area Committee Assistant – 01631 567954

**MINUTES of MEETING of OBAN LORN & THE ISLES AREA COMMITTEE held in the  
CORRAN HALLS, OBAN  
on WEDNESDAY, 9 DECEMBER 2015**

**Present:**

Councillor Roddy McCuish (Chair)

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

**Attending:**

Graeme Forrester, Area Committee Manager  
David Clements, IOD Programme Manager  
Stuart McCracken, Amenity Performance Manager  
Kevin McIntosh, Contracts Manager  
Kirsteen MacDonald, Regeneration Project Manager  
David MacKechnie, Regeneration Project Manager  
Andrew Collins, Regeneration Project Manager  
Rebecca Barr, Area Manager  
Mairi Campbell, Administration Officer  
Alistair McGregor, Chief Executive, ACHA  
Brian Murphy, Local Manager, ACHA

**1. APOLOGIES**

Apologies were received from Councillor Mary-Jean Devon.

The Chair acknowledged the retirement of Councillor Duncan MacIntyre and on behalf of the Area Committee thanked Councillor MacIntyre, who has been a Councillor since 1999, for the service he has given to Oban, Lorn and the Isles. He advised Cllr MacIntyre has held important positions, including being the Chairman of Hitrans. The Chair advised that Councillor MacIntyre was instrumental in bringing six trains a day to Oban and also in the introduction of the enhanced bus service to the Central Belt. The Chair advised that Councillor MacIntyre will be sorely missed, and wished him well on behalf of the Area Committee.

Councillor MacLean asked that a letter be written from the Area Committee to Councillor D MacIntyre to thank him for all his help and support.

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest intimated.

**3. MINUTES****(a) Oban, Lorn and the Isles Area Committee - 20th October 2015**

The Minutes of the Oban, Lorn and the Isles Area Committee held on the 20<sup>th</sup> October 2015 were approved as a correct record, subject to the inclusion at item 2 of 'Councillor Robertson stated that in the past she has declared an interest in all papers relating to the Transit Marina and the Interim Step Ashore facilities brought before the Area Committee due to

her husband's connection with OBM and in the interests of consistency will do so again today, however she will not continue to do so when presented with subsequent papers relating to the afore mentioned as OBM, have provided all their surveys and relevant information to the Council officers and no longer have a material input.

In relation to page 2, item 4 of the previous minutes, the Chair confirmed that Jill Bowis' request is being dealt with as a matter of priority.

He also advised that in regard to Mr Dunlop's request, the snagging works will be undertaken by 22<sup>nd</sup> December.

(b) **Oban Common Good Fund - 19th November 2015 (for noting)**

The Minutes of the Oban Common Good Fund held on 19<sup>th</sup> November 2015 were noted.

#### **4. PUBLIC AND COUNCILLOR QUESTION TIME**

Mr Bruce advised that he asked a question at the Area Committee 3 months ago in regard to an issue he has with the business units in Oban. He confirmed he has still had no response. The Chair apologised to Mr Bruce and assured him that someone will respond to him as soon as possible.

Mr Bruce advised that it was nice to see the Committee working so well together.

Councillor MacDougall raised a concern about the doctors on Mull. He advised that there is a different Doctor every two weeks. He advised that this is a real issue for Mull and wants something done about it. He also raised a concern about staffing of the ambulance service on Mull and advised that a long term solution needs to be found. The Committee agreed to have this as an item on a future Business Day and invite officials from NHS and the Ambulance Service to the meeting for the discussion.

Louise Lee from the Oban Times asked the Committee if the Council has paid the consultants for carrying out the work on Stafford Street. Mr Collins confirmed that the contractors are being paid in accordance with the terms of the contract.

Ms Lee also asked why the Council had not accepted the money offered by the owners of the Oban Times Newspaper to buy furniture for Stafford Street. She advised that she couldn't understand why such an offer would not be accepted.

Ms Lee asked a question in relation to item 8, update on Delivery of Roads Revenue Budget, she asked why no one has mentioned bridges given the number of bridges in the Oban, Lorn and the Isles area which she considers unfit for purpose, including the bridge at Kilninver, the Atlantic Bridge and Connel Bridge.

Ms Lee confirmed that the Oban Times would like to offer a monthly column in their paper for local Councillors.

Ms Lee queried the recommendation to exclude the public from item 10(b) Lorn Arc Appendix, 11 – Lease at Ganavan, 12 – White Building, North Pier, Oban, and 13 –

Lease of old Roads Department at Oban Airport. She asked that she be able to sit in the Committee debate on these items and asked if parts of the paper could be discussed without mentioning any sensitive commercial information.

Mr Bruce queried the Council's application of the PAN71 Planning Advice Notice regarding management of conservation areas, the willingness of the Council to reinstate a sign near to his home which was blown down, and the Council's use of traffic management surveys when considering development in rural areas.

Kieron Green asked, in relation to phase 2 of the CHORD programme, if the Council plans to re-use materials to improve the pavements around the town. Mr Collins confirmed this but there is currently nowhere identified to store the material. The Chair agreed to look into this.

### **5. ACHA**

The Committee heard a presentation from Alistair MacGregor, Chief Executive of ACHA. He spoke about the Investment Programme in the OLI area for 2015/16, ACHA's new build programme, the key challenges they face which include a housing need of 3,116 applicants in Argyll and Bute with 829 active applications in Oban, Lorn and the Isles.

Mr MacGregor also spoke about the First Minister's Visit in August 2015 where she received information on the welfare rights project. He confirmed that a tender has been awarded for works to start at 52 Soroba Road in Oban and work will start on site in January 2016.

#### **Decision**

The Committee noted the information provided.

(Ref: Presentation by Chief Executive of ACHA dated 9<sup>th</sup> December 2016, submitted).

### **6. AREA SCORECARD - FQ2**

The Committee considered a report containing the Area Scorecard for FQ2 2015/16.

Councillor Robertson thanked the Council's Amenity Services department along with West Highland and Argyll Community Housing Associations and the local Dog Fouling Group for all their help with tackling this problem and raising the awareness in the town.

#### **Decision**

The Committee:-

1. Noted the exceptional performance presented on the Scorecard;
2. Agreed the proposed changes to the Area Scorecard as noted at paragraph 3.1 of the submitted report; and
3. Agreed to receive a report at the next Business Day on parking income and its uses in the Oban area.

(Ref: Report by IOD Programme Manager dated 9<sup>th</sup> December 2016, submitted).

### **7. ADULT PROTECTION COMMITTEE - ANNUAL REPORT 2014/15**

The Committee considered an annual update report that covers up to the end of March 2015, providing a detailed breakdown of the current work being undertaken by the Adult Protection Committee.

Councillor Elaine Robertson on behalf of the Oban, Lorn and the Isles Area Committee asked that our best wishes be sent to Bill Brackenridge, the Chair of the Adult Protection Committee who is unwell.

#### **Decision**

The Committee noted the contents of the report.

(Ref: Report by Chair of Adult Protection Committee dated 9<sup>th</sup> December 2015, submitted).

### **8. UPDATE ON DELIVERY OF ROADS REVENUE BUDGET**

The Contracts Manager took the Committee through a report which provided an update on the delivery of the Revenue Roads Budget at the end of quarter 2 for financial year 2015/16.

#### **Decision**

The Committee noted the contents of the report.

(Ref: Report by Contracts Manager dated 9<sup>th</sup> December 2015, submitted).

### **9. OBAN CHORD - PUBLIC REALM PHASE 1 & 2**

A report updating the Committee on the Oban Public Realm Phase 1 – Stafford Street was considered.

The report confirms that works on the Phase 2 Public Realm works will commence on 4<sup>th</sup> January 2016.

Mr Collins confirmed that three bins were delivered and it has been agreed to have them positioned on Stafford Street. The Chair queried the position regarding the proposed installation of 'big belly bins'. The Chair was advised that the decision not to proceed with installation of the 'big belly bins' was taken at a Departmental Management Team meeting within the Council.

#### **Decision**

The Committee:-

1. Noted the contents of the report; and
2. Noted that a report will come to the February Area Committee for purchase of the jet washer and tanker with Amenity Services.

(Ref: Report by Regeneration Project Manager dated November 2015, submitted).

**10. LORN ARC**

**(a) Update Report as at 10th November 2015**

A report providing an update to the Committee on progress in delivering the Lorn Arc Tax Incremental Financing Programme led by Development and Infrastructure Services, was considered. The submitted highlight report (Appendix A) outlines the current position of the three most immediate projects as at 10<sup>th</sup> November 2015.

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.

**Decision**

The Committee noted the current progress with the Lorn Arc Programme.

(Ref: Report by Oban Lorn Arc Regeneration Project Manager dated 9<sup>th</sup> December 2015, submitted).

**Motion**

That the public are excluded for items 10(b), 11, 12 and 13 on the grounds that discussion of these items is likely to involve the disclosure of exempt information as defined in Schedule 7A to the Local Government (Scotland) Act 1973.

Moved: Councillor Roddy McCuish      Seconded: Councillor Elaine Robertson

**Amendment**

To exclude aspects of items 10(b), 11, 12 and 13 to allow the public to stay in for the remainder of the meeting.

Moved: Councillor Iain MacLean      Seconded: Councillor Iain MacDonald

**Decision**

On there being an equality of votes, the Chair gave his casting vote for the motion and the Committee resolved accordingly.

The Council resolved in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 to exclude the press and public for the following 4 items of business on the grounds that it was likely to involve the disclosure of exempt information as defined in Paragraphs 8&9 respectively of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973.

**(b) Appendix**

The Committee considered an appendix detailing the current position of the three most immediate projects.

**Decision**

The Committee noted the information provided.

E1 **11. LEASE AT GANAVAN**

The Committee considered a report from the Amenity Performance Manager in regard to a lease at Ganavan.

**Decision**

The Committee agreed the recommendations at 3.1 and 3.2 of the report and agreed to hold a Special Area Committee for this item on the day of the January Business Day.

(Ref: Report by Head of Roads and Amenity Services dated 9<sup>th</sup> December 2015, submitted).

E1 **12. WHITE BUILDING, NORTH PIER, OBAN**

The Committee considered a report by the Estates Surveyor in regard to the White Building, North Pier, Oban.

**Decision**

The Committee agreed the recommendations at 3.1 of the report.

(Ref: Report by Estates Surveyor dated 9<sup>th</sup> December 2015, submitted).

E1 **13. LEASE OF OLD ROADS DEPARTMENT AT OBAN AIRPORT**

The Regeneration Project Manager gave a verbal update to the Committee on the lease of the Old Roads Department at Oban Airport.

**Decision**

The Committee noted the information provided.

(Ref: Verbal update by Regeneration Project Manager dated 9<sup>th</sup> December 2015, submitted).



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**ARGYLL AND BUTE COUNCIL****Oban, Lorn and The Isles Area  
Committee****Community Services****12<sup>th</sup> February 2016**

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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).

Interim arrangements remain as described in the last update paper, with the planned date for the HSCP to assume management responsibility for health and social care remaining as 1<sup>st</sup> April 2016.

The revenue 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.

A draft Strategic Plan for Health and Social Care 2016/17 to 2019/20 was published with informal consultation taking place during July and August 2015, followed by a period of formal consultation between September and November 2015. In total there were 1097 responses to the consultation from both the public and members of staff.

The Strategic Planning Group directed changes to the draft Strategic Plan in response to the consultation responses. The amended Strategic Plan will require to be approved by the Integration Joint Board, Argyll & Bute Council and the NHS Highland Board by March 2016.

Locality Planning is central to the future of health and social care. Locality Planning Groups are being identified in each of the localities and will begin to meet in January 2016. The Strategic Plan consultation identified the need for Mull & Iona to be recognised as a separate locality, as a result we will now have a total of 8 localities.

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

January 2016

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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 The Argyll and Bute HSCP Integration Joint Board was legally constituted in August 2015. The role of the IJB until 1<sup>st</sup> April 2016 is:

- 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.

The Integration Joint Board is undertaking a period of development and planning, whilst service delivery remains under the interim management arrangements.

## **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, will put in place an Argyll and Bute Health and Care Governance Committee which will be 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 Management appointments**

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: Louise Long

Tier 2 managers appointed are:

Locality Manager Adult Services MAKI: John Dreghorn  
Locality Manager Adult Services Helensburgh and Lomond: Jim Littlejohn  
Locality Manager Adult Services Cowal and Bute: Viv Hamilton  
Locality Manager Adult Services OLI: Interim appointment – Anne Helstrip

Locality Manager Children's Services MAKI: Brian Reid  
Locality Manager Children's Services Helensburgh and Lomond: Paul Kyle  
Locality Manager Children's Services Cowan and Bute: Mark Lines  
Locality Manager Children's Services OLI: Alex Taylor

Appointments have also been made to the Tier 3 joint management posts and the managers are now in post.

#### 4.4 Strategic Plan 2016- 2019

The Strategic Plan describes 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 explains what services we are responsible for, what our priorities are, why and how we decided them. It shows 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 Social 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 are also fundamental to this. 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 Highland's 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 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

Item	Task	Time Scale
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 outline strategic plan purpose was to provide clarity over the change required, to test the breadth and knowledge of our existing plans, current and future issues, the reason for change and future shape of services with communities and our staff. In addition it was intended to support the ground work process in outlining the expectation of the role and accountability localities will have to develop, enable them over the 3 years of the plan, so that they will as operational partnership entities “Locality Plan, Locality Own and Locality Deliver”.

The important element to note in this is that the consultation on the strategic plan is not targeted at getting feedback on existing service plans which have already been consulted on such as the Integrated Children’s Services Plan, Reshaping Care for Older people programme etc. these remain extant. It is primarily focused on the transformation in health and care services that is required as a result of integration and in response to the challenges and drivers re demography, multi-morbidity, depopulation, sustainability, efficiency and best value.

The strategic plan is about creating a sense of urgency to respond to these issues and challenges.

The critical factor in this is locality planning and the ability of the HSCP to “tool up” the localities to effectively undertake this work. As referenced earlier this process will incorporate a range of “locality planning” catalyst events to support the development of locality planning. As such the consultation was targeted at obtaining responses and views on locality planning processes and questions were designed to support this see: <https://www.surveymonkey.com/r/YSDM7PJ>

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

The formal consultation draft of the Strategic Plan was published in mid-September. Printed copies were available in the localities, together with memory sticks, pre-loaded with the consultation draft of the Strategic Plan. The draft was also available on line at [www.healthytogetherargyllandbute.org.uk](http://www.healthytogetherargyllandbute.org.uk).

Consultation ran from September to the end of November 2015. All feedback was collated into a full report to inform the final draft of the Strategic Plan, which will be presented for approval by Argyll & Bute Council, NHS Highland Board and the IJB in February 2016.

#### 4.5 Staff and Public Engagement

The Strategic Planning Group decided to precede the formal consultation on the full strategic plan with 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 from the 2<sup>nd</sup> July 2015.

The outline strategic plan purpose was to provide clarity over the change required, to test the breadth and knowledge of our existing plans, current and future issues, the reason for change and future shape of services with communities and our staff. In addition it was intended to support the ground work process in outlining of the expectation of the role and accountability localities will have to enable them over the 3 years of the plan to develop so that they will as operational partnership entities “Locality Plan, Locality Own and Locality Deliver”

The Outline Strategic Plan prompted 703 responses, the full report can be found at [www.healthytogetherargyllandbute.org.uk](http://www.healthytogetherargyllandbute.org.uk) These responses, alongside responses to the consultation on the full Strategic Plan, will inform the final draft to be adopted by the HSCP.

The consultation process on the full strategic plan was directed by the regulations which prescribe who has to be formally consulted. The regulations state that the second draft of the strategic plan and must be sent for comment to all interested stakeholders. This must include the local authority and the Health Board as well as representatives of any groups prescribed by the Scottish Ministers.

It is also directed that a communication and engagement plan to undertake the consultation must be in place, which is in line with Scottish Government policy; such consultation can take place in a variety of ways – written information, public meetings, staff meetings and events, focus groups, questionnaires and on-line and interactive discussion forums. The HSCP must therefore make best efforts to allow groups of people with an interest to participate in a consultation process in order to express an opinion on the draft strategic plan.

The strategic plan is about creating a sense of urgency to respond to these issues and challenges.

#### Consultation Process

The communication and engagement work stream produced a formal consultation plan and commissioned consultant support to co-ordinate the feedback and support the engagement events and report on the findings of the consultation exercise for the period September to November.

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

## Draft Strategic Plan Formal Consultation:

A draft Strategic Plan 2016 – 2019 was produced and published (see [www.healthytogetherargyllandbute.org.uk/](http://www.healthytogetherargyllandbute.org.uk/) ) prior to a three month consultation period, September to November 2015.

Consultation took place across the 7 Localities:

- Oban, Lorn and the Isles
- Mid Argyll
- Kintyre
- Islay and Jura
- Helensburgh and Lomond
- Bute
- Cowal

Two larger events were held in Lochgilphead and Arrochar.

Responses were gathered through a variety of methods:

- In person at an event
- By post
- Email
- SurveyMonkey
- From relevant organisations and Community Councils, who were contacted directly, by letter, as required by the terms of the Integration Scheme.
- At separate staff consultation events, supported by Trades Unions/NHS staff side representatives and the Organisational Development Lead.

Glasgow Homeless Network (IE at GHN) was engaged to support the consultation, analyse responses and present the consultation report. A minimum of 394 responses were received and analysed (this figure is expressed as minimum because some attendees at events did not register).

For the qualitative questions (Q1, Q2 and Q3) analysis was applied for consistent, repeated themes and suggestions and presented for each locality and for Argyll & Bute as a whole.

For the quantitative ranking questions (Q4, Q5, Q6, Q7, Q8) the results were presented in infographic format, again for each locality and for Argyll & Bute as a whole.

Supplementary responses which did not follow the format of the questions were presented in a separate section, or as an appendix to the report.

Full details of the consultation process can be found in the Communications and Engagement Strategy and Action Plan 2015/16 at Appendix 1

## **4.6 Locality Planning Groups**



Locality Managers are taking forward the establishment of the 8 Locality Planning Groups which will advise the IJB of the needs and priorities in each locality.

The Locality Planning Groups have their first meetings in January 2016. Membership is a combination of statutory requirement and locally identified representatives – see appendix 2.

The Locality Planning Groups will work within the agreed strategic priorities, but take account of the local drivers, demographics and requirements to develop services that are truly 'Locality Planned, Locality Owned and Locality Delivered'.

### **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.

5.3 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.

## **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** - Christina West, Chief Officer, Health and Social Care Partnership

**Policy Lead** - Councillor Mary Jean Devon

05/01/2016

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## APPENDICES

## Appendix 1. Communication and Engagement Strategy and Action Plan 2015/16

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### 1. Introduction

Change is happening to health and social care services in Argyll and Bute and across Scotland.

Integration means that health and social care services are coming together to be available as a single service, from April 2016.

This will impact on employees of health and social care service providers who will be affected by the change and who will also have a key role in making integration a success.

Those who use the services now and may in future – which is essentially every one of us – have a contribution to make as to how integration will work in Argyll and Bute.

Achieving integrated services that work for those who need them providing “person centred care” will therefore requires the support of communication and engagement in reaching ‘everyone’.

This strategy outlines the approach to be taken in delivering this communication and engagement support from August 2015 onwards.

### 2. Aim

We all at some point use health and social care services. We all therefore potentially have a contribution to make to ensuring that integration delivers services that work for us all and our families.

People who deliver these services, people who use them, those with expertise or

experience relevant to health and social care, and others all have a role to play in making a success of what has been described as the 'biggest change in health services since?'

The overall aim of the strategy is to:

- Provide opportunities, for all those with a role to play in making integration a success, to be informed about and contribute to the development, planning and delivery of integrated health and social care services.

### 3. Objectives

The objectives of the communications strategy are:

- To inform our target audiences about integration
- To inspire interest in contributing to the change process
- To provide opportunities for contributions to be made
- To keep relevant stakeholders up to date with progress being made in Argyll and Bute
- To support the achievement of health and wellbeing outcomes for people in our area by raising awareness of integration outcomes and the role of the individual in achieving long, healthy and happy lives.
- To draw on best practice in methods of communication and engagement adopted.
- To continually develop innovative and successful ways of communicating with our target audiences
- To provide the public, stakeholders and staff with feedback on how their views have contributed to plans and decisions made
- To anticipate and plan to meet integration communication needs beyond April 2016

### 4. Communication and Engagement Principles

In order to put to the most effective use possible the resources available in time, people and funding, the following principles are agreed by the Communications and Engagement Work stream:

- A solutions focused approach will be taken to identifying and progressing communication and engagement requirements.
  - Partners on the workstream (statutory and voluntary sector) will work together to make best use of all communication activity undertaken:
    - Communication and engagement actions will be shared across the workstream
    - Partners will participate in distributing information and involving and engaging the public and staff through their own communication and engagement channels.
- Communication activities will support others, for example front line staff, to

participate in raising awareness of and interest in health and social care integration.

- Engagement activities will be undertaken in line with the national standards for community engagement (at Appendix 1) and statutory (CEL 4 2010 guidance) requirements: [http://www.sehd.scot.nhs.uk/mels/CEL2010\\_04.pdf](http://www.sehd.scot.nhs.uk/mels/CEL2010_04.pdf)

## 5. Audiences

Our two key target audiences are those who deliver and those who use/may use services:

- Employees of service providers, in the public, private and independent sectors
- Residents of Argyll and Bute (\*)
  - Current service users
  - Older people
  - Young people
  - Families
  - Carers
  - Businesses
  - Those with support needs
  - Hard to Reach Groups

*Note (\*) 'Residents' are listed in identifiable groups with particular communication channels, for example Grey Matters or Health and Care Forum.*

In addition, we will target groups who have a role in developing integration, supporting communication of it and involvement in it.

- Employees of service providers
- Community representative groups e.g. community councils, Health and Care Forums, advocacy groups
- Elected members
- Trade Unions
- Special interest groups

## 6. Key messages- Argyll and Bute HSCP

### Vision

People in Argyll and Bute will live longer, healthier independent lives

### Mission for Plan Period

Argyll and Bute Health and Social Care Partnership will work with you to improve health, support social care, tackle health inequality, and improve community wellbeing. We will work in partnership with local communities to offer services that are:

- Easily understood.
- Accessible, timely and of a high quality

- Well-coordinated.
- Safe, compassionate and person-centred.
- Effective and efficient, providing best value.

### Values

The following are the key values to which those employed or contracted by the Partnership, or who are stakeholders in it, will be expected to adhere:

- Person centred
- Integrity
- Engaged
- Caring
- Compassionate
- Respectful

### 7. Methods

A range of communication channels will be used, for example and not limited to:

- Social media channels
- Integration website
- Integration newsletter
- Employee channels internal to organisations represented on the workstream
- Email – to distribution groups of the organisations represented on the workstream, for example to community councils, community planning partners
- Screens in public and employee offices
- Local media via press releases, or advertising
- Printed information in libraries, NHS buildings etc
- Staff Bulletins
- Staff blog
- You Tube videos

Methods for enabling engagement will draw on best practice and experience from across the workstream of what works well locally, for example and not limited to:

- Conversation cafes
- Voice facilitation workers
- Person centred coaches
- Question and answer sessions
- Public drop in events
- Staff drop in events

### 8. Budget

A £43,000 budget is available in 2015/16 to support communication and engagement activities. Key actions identified for use of this budget are:

- Printing of materials
- Advertising
- Appointing consultants to provide additional capacity and co-ordination role to progress consultation of the Strategic Plan.
- Website – [www.healthytogetherargyllandbute.org](http://www.healthytogetherargyllandbute.org)
- Admin support
- Venues for consultation events

### **9. Milestones/ opportunities**

The action plan identifies key milestones for the project as well as recording events conducted and planned. Additional actions and opportunities will be identified by members of the programme work stream, feedback from our audience, direction from the IJB etc.

### **10. Risks**

#### **Resources**

In effect 'everyone' is a relevant audience for communication and engagement on health and social care integration.

There is a risk that the scale of need for communication and engagement cannot be met within the available resource

This risk will be mitigated against by the communication principles set out in (4) and by breaking down 'everyone' into groups that have channels through which to reach them, as set out in (5).

#### **Forward Planning**

Forward planning can help create time to consider and deliver effective communication and engagement activities.

Demand on people/time resources can greatly limit opportunities for forward planning in the longer term.

This risk will be mitigated against by inclusion in the action plan of a 'Next Steps' section that will be added to and progressed as the integration process continues.

### **11. Review and evaluation**

Progress on actions will be reviewed at workstream meetings.

Evaluation of engagement approaches and activities will be drawn from different sources

Evaluation of communication activities will be drawn from different sources such as website visits or social media reach.

Consideration will be given by the workstream for any requirement for specific evaluation exercises that may inform 'Next Steps' or any other part of the action plan.

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## 12. Communication and Engagement Action Plan

This action plan starts from August 2015. It is not a definitive list of actions; it will be added to with contributions from the workstream and the localities as opportunities arise and following confirmation with agency of consultation actions.

[WS = workstream; JJ = Jane Jarvie; DR = David Ritchie; AMcG = Alison McGrory; BB = Becs Barker; SW = Stephen Whiston]

Date	Action	Responsibility	Employees	Service Users	General public Residents	Community reps	Other stakeholders	Status
11/08	Workstream meeting – agree updated strategy and action plan	JJ/WS						
11/08	Workstream meeting – agree management of ‘now’ and ‘next steps’ actions	JJ/WS						
11/08	Lead locality workstream contacts agreed	WS						
17/08	Managers and Team Leads Workshop Argyll & Bute West, Integrated Management Structure and Outline Strategic Plan	Locality	x					
17/08	Tender exercise panel progress	BB/JJ/DR/DM						
24/08	Special workstream meeting on consultation focus and actions	WS						
25/08	A&B Community Planning Partnership Day, presentation on Integration	Locality	x				x	
31/08	Draft action plan for consultation issued for comment by 3 Sept.	JJ/WS						
03/09	Meeting with tenderer							
03/09	Health and wellbeing event in Tiree	Locality						
07/09	Update on Integration to Oban Lorn & Isles Health Care Forum	SW			x	x		
07/09	Standard descriptions strategic plan etc for issue on website, for staff etc	JJ/WS			x			

Sept	Newsletter – for public and staff	DR/WS	x	x	x	x	x	
<i>Consultation 'shape' – September = get involved promotion; October/November = get involved events; December = report</i>								
Sept	Press release/social media/staff info on consultation	DR/JJ/WS			x			
08/09	Update on Integration to Strategic Housing Forum	SW					x	
08/09	A&B Senior Managers Meeting re Integrated Management Structure	Locality	x					
10/09	Feedback report on outline draft plan published	SW						
10/09	Workstream meeting – confirm 'now' and 'forward planning' groups and tasks	JJ/WS						
15/09	Press release issued on consultation	DR	x	x	x	x	x	
15/09	Staff Bulletin issued to all NHS and Council staff	DR	x					
17/09	Comms Workstream co-chairs meeting with external consultants	WS						
21/09	Latest edition of Integration newsletter published	DR	x	x	x	x	x	
24/09	Outcomes 1 and 2 – website and social media	JJ/AMcG			x			
25/09	Joint training day for Person Centred Coaches and Voice Facilitators	WS	x			x		
26/09	Bute and Cowal Improving Care Group	Locality		x	x	x		
26/09	Rothesay Pavilion Community Fair	Locality		x	x			
w/c 28/09	Mid Argyll Locality engagement events (dates tbc)	Locality	x	x	x	x	x	
29/09	Lunchtime Webex Seminar "Consulting with Communities – How to Run a Conversation cafe	WS	x			x		
30/09	Joint training day for Person Centred Coaches and Voice Facilitators	WS	x			x		
08/10	Strategic Plan locality consultation event - MACHICC	Locality	x	x	x	x	x	
09/10	Strategic Plan locality consultation event - Lorn & Islands Hospital	Locality	x	x	x	x	x	
12/10	Formal invitation to comment issued to Argyll & Bute Council, NHS Highland and other key stakeholders	SW					x	
15/10	Strategic Plan presentation – Dunoon Rotary Club	PT					x	
20/10	Strategic Plan locality consultation event - Campbeltown Hospital	Locality	x	x	x	x	x	
21/10	Strategic Plan locality consultation event – Islay/Jura	Locality	x	x	x	x	x	
21/10	Strategic Plan consultation event – Islay/Jura	Locality	x	x	x	x	x	

24/10	Outcome 3 and 4 – website and social media	JJ/AmcG			x				
28/10	Strategic Plan consultation event – Helensburgh, United reform Church	Locality	x	x	x	x	x		
4/11	Strategic Plan consultation event – Cowal, Cowal Community Hospital	Locality	x	x	x	x	x		
5/11	Strategic Plan consultation event – Bute, Victoria Hospital	Locality	x	x	x	x	x		
Oct	Social media/internal comms channels reminder to get involved	DR/JJ	x	x	x	x	x		
Nov	Press release/social media/internal channels reminders to get involved and how	WS	x	x	x	x	x		
24 Nov	Remaining outcomes – website and social media	WS			x				
<b>April 2016 – Health and Social Care Partnership launched</b>									
<b>Next Steps</b>									
01/04	Branding of Partnership required to be in place	WS							
01/04	Information to be available for service users on how integrated services work	WS							
01/04	Route for employees to raise questions as they arise to be promoted	WS							
01/04	Plans to be in place for communicating/engaging with employees on developing partnership culture and making the identified new	WS							

	service work successfully								
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**National Standards for Communication**

<p><b>THE INVOLVEMENT STANDARD</b></p> <p>We will identify and involve the people and organisations who have an interest in the focus of the engagement</p>	<p><b>THE SHARING INFORMATION STANDARD</b></p> <p>We will ensure that necessary information is communicated between the participants</p>
<p><b>THE SUPPORT STANDARD</b></p> <p>We will identify and overcome any barriers to involvement</p>	<p><b>THE WORKING WITH OTHERS STANDARD</b></p> <p>We will ensure that necessary information is communicated between the participants</p>
<p><b>THE PLANNING STANDARD</b></p> <p>We will gather evidence of the needs and available resources and use this evidence to agree the purpose, scope and timescale of the actions to be taken</p>	<p><b>THE IMPROVEMENT STANDARD</b></p> <p>We will develop actively the skills, knowledge and confidence of all the participants</p>
<p><b>THE METHODS STANDARD</b></p> <p>We will agree and use methods of engagement that are fit for purpose</p>	<p><b>THE FEEDBACK STANDARD</b></p> <p>We will feedback the results of the engagement to the wider community and agencies affected</p>
<p><b>THE WORKING TOGETHER STANDARD</b></p> <p>We will agree and use clear procedures that enable the participants to work with one another effectively and efficiently</p>	<p><b>THE MONITORING AND EVALUATION STANDARD</b></p> <p>We will monitor and evaluate whether the engagement achieves its purposes and meets the national standards for community engagement</p>

## Appendix 2 – Membership of Locality Planning Groups

### Membership of Locality Planning Groups.

Member	Identified by	Member name(s)
General Practitioner (may be one or more representing local GP practices)	Statutory requirement	
Primary care – other professionals(may be one or more representing local GP practices)	Statutory requirement	
Secondary care (including clinicians or representatives from unscheduled care)	Statutory requirement	
Representative of Locality Management	Statutory requirement	
Social work and Social Care representatives	Statutory requirement	
Local housing representative	Statutory requirement	
Third Sector	Statutory requirement	
Independent Sector	Statutory requirement	
Community Council representative (s)	Locality option	
Health & Care Forum representative(s)	Locality option	
Patient Participation Groups representative(s)	Locality option	
Carers representative(s)	Locality option	
Young people	Locality option	
Older people	Locality option	
People with disabilities	Locality option	
Head teacher (secondary education)	Locality option	
Head teacher (primary education)	Locality option	

- The locality options listed are a suggested option and may be varied according to the preferences of each locality.

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ARGYLL AND BUTE COUNCIL

OBAN, LORN AND THE ISLES AREA  
COMMITTEE

Adult Social Work, OLI

Wednesday 10 February 2016

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**Update on Adult Services**

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**1. SUMMARY**

This is a quarterly generic report to update the Area Committee on relevant issues regarding Adult Care within Oban Lorn and the Isles

This report has been broken down into the following areas:  
Generic Operational Social Work; Extended Community Care Team; Home Care and other pertinent areas of work including Integration of Health & Social care services.

**2. RECOMMENDATIONS**

That the Committee notes the contents of the paper.

**3. DETAIL**

**3.1 Operational Social Work OLI**

This comprises Oban Lorn and the Isles; figures below show Pyramid reporting as at 1/2/2016.

Team Leaders continue to ensure work is prioritised and urgent cases are allocated promptly.

## 3.1.1 Oban Community Care Team – as at 01/02/2016

<b>Pyramid Measure</b>	<b>Number</b>
<b>Number of Unallocated Cases After 5 Working Days</b>	<b>1</b>
<b>Number of Care Assessments outstanding over 28 days</b>	<b>13</b>
<b>Number of Carers Assessments outstanding over 28 days</b>	<b>7</b>
<b>Number of Adult Care Operational Cases</b>	<b>243</b>

## 3.1.2 Mull Community Care Team - as at 02/11/2015

<b>Pyramid Measure</b>	<b>Number</b>
<b>Number of Unallocated Cases After 5 Working Days</b>	<b>0</b>
<b>Number of Care Assessments outstanding over 28 days</b>	<b>3</b>
<b>Number of Carers Assessments outstanding over 28 days</b>	<b>0</b>
<b>Number of Adult Care Operational Cases</b>	<b>74</b>



**3.1.3 Tíree Community Care Team – as at 02/11/2015**

Pyramid Measure	Number
Number of Unallocated Cases After 5 Working Days	0
Number of Care Assessments outstanding over 28 days	0
Number of Carers Assessments outstanding over 28 days	0
Number of Adult Care Operational Cases	22

<b>Number of Adult Care Operational Cases</b>	<b>44</b>
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**3.2 Adult Support and Protection**

The figures below outline the number of referrals and actions since 1 October – 31 December 2015. We normally have on average around 7 per month. There is ongoing work with other statutory and non statutory agencies to develop understand/heightened awareness of Adult Support and Protection. The police continue to be the main referral agent. Overall the number of referrals received across A&B has fallen since last quarter.

Referrals completed within the 5 day working timescale. The target is 80%

Late	On Time	Not Complete	Total	% On Time
7	12	2	21	57%

Locally Integrated Team Leadership meetings take place, involving, NHS, Social work, Police and Carr Gorm every quarter to review statistics and address any issues within the OLI area.

### **3.3 Staffing within Adult Social Work Team and Extended Community Care Team**

Pamela MacLeod has been appointed Interim Operations Team Leader for Oban Lorn & Isles Adult Social Work Department. She will also have responsibility for resources for Oban and Community. Jenni Hodgson will continue as Resources Team Leader for Mull and the Islands and is now based on Mull. The Health & Social Care Partnership Planning Department will work alongside managers to ensure a robust integrated team leader structure is put in place for Oban, Lorn and Islands.

Julie Henderson has been appointed as Interim Occupational Therapy Team Leader for Oban Lorn & Isles and Kate Stewart continues to have responsibility for the Extended Community Care Team supported by the community nurses.

At present the Oban Adult social work team are fully staffed, currently some sick leave exists within the team. Interviews are due to take place on 24 February for one vacancy that has been filled by an agency worker presently. If the post is recruited too, then the agency worker will cease.

### **3.4 Care at Home Provision**

The provision of care at home remains challenging, especially within Oban & Lorn. This is mainly due to the high demand and rise in more complex care packages requiring maximum daily visits with limited resources due to staff recruitment/retention for providers. As part of the outcomes from the IRiSS work the Council have formed a Workforce Development Group which comprises members of Adult Care, Independent Sector and Commissioning to take forward the above across the authority.

Providers are now working in partnership with Health and Social Care colleagues to ensure priorities for clients worked collaboratively. Weekly meetings to support discharge from hospital will commence with the private providers from 4 February 2016.

### **3.5 Extended Community Care Team**

The Extended Community Care Team are currently situated within the Lorn & Islands Hospital. The team are made up of the following staff: Social work, Home Care Procurement Officers, Telecare, Occupational Therapy, Physiotherapy, Generic Support Workers, Advanced Nurse Practitioner and admin and clerical staff. The co-location of staff will ensure better communication between the professional bodies regarding client care.

The purpose of the Extended Community Care team is to:

- Provide rapid response to clients in crisis

- Promote falls prevention
- Reablement of clients
- Provide a response to Falls clients as part of the Scottish Ambulance Falls protocol for non-injured clients.
- Support discharge from Hospital

The team currently work seven days per week, from 8am – 6.30 pm. Our long term goal is to increase the staffing compliment of the Extended Community Care Team and extend the hours till 10pm at night.

### **3.6 Delayed Discharges**

At present Lorn & Islands Hospital have 12 delayed discharges. Work is ongoing to reduce this number.

Models of Intermediate Care (Step up/Step down) beds are currently being explored. Funding approval for Intermediate care beds has been given from the Delayed Discharge fund. This is non-recurring funding but would allow us to trial a model that is suitable for the needs of Oban and community.

A Rapid Process Improvement workshop is being carried out within the Lorn & Islands Hospital the week beginning 8 February 2016. This involves looking at the admission, discharge and transfer of patients over the age of 65 years admitted to the medical wards as an emergency.

A number of staff are involved in this process, from health and social care, we also have a carer representative.

### **3.7 Home Care Monitoring Service**

The Homecare Scheduling and Monitoring System project was initiated in July 2015 when the Staff Plan System was procured from Advanced Health and Care. Within the OLI area the system is live on Tiree and Coll for scheduling and monitoring. Mull will go live in Late November.

It is recognised that that there are still some operational issues to be resolved and as such the Team Leaders have being tasked with looking at options for addressing these. Once this work is complete further discussions will be undertaken with Staff and unions.

### **3.8 Health and Social Care Integration**

As part of Health and Social Care integration a new management structure has been appointed for Oban Lorn & Isles locality as follows:

Interim Locality Manager, Oban Lorn & Isles - Anne Helstrip

Locality Manager for Children & Families - Alex Taylor

Local Area Manager for Mull and islands - Shaun Davidson

Local Area Manager for Oban and Community - Caroline Henderson

Local Area Manager for Lorn & Islands Hospital - Donald Watt

At present Donald Watt is covering the Local Area Manager post in Mid Argyll and Caroline Henderson is covering Lorn & Islands Hospital, Oban. Kate Stewart is Acting Local Area Manager to support Caroline Henderson.

The Locality Manager post for Oban Lorn & Isles has been out to advert and interviews are due to take place on 12 February 2016.

During the transition period the new Integrated Managers will work together to ensure safe cover is provided for the local areas. They will utilise the transition period to produce standard working practices to ensure:

- Staff governance and support
- Quality patient care
- Robust financial management
- Performance reporting
- Communication

Development sessions are being held monthly to support managers in their new Health & Social care posts.

Development of Locality Planning groups has commenced. Two Locality Planning Groups will be established for OLI, one for Mull & the Islands and the other for Oban & Lorn. The first meeting for both areas has been held. The priority initially is to ensure the correct membership of each group is established. Guidance from the Scottish Government is available to support the set up of the groups and the Health & Social Care Partnership Planning Department and Public Health Department will also support localities.

The locality Improving Care Groups will cease and be replaced by the Locality Planning Groups.

The locality integrated care fund allocation has been allocated to various projects. The unallocated funds will be administered via the Locality Planning Groups. The commissioning team and another designated staff member will monitor the projects that have been allocated funds to ensure compliance with agreed outcomes.

**4. IMPLICATIONS**

- **Policy**

Health & Social care integration. Joint strategic plan

- **Financial**

None

- **Legal**

None

- **HR**

Recruitment of one vacancy within Adult team will take place on 24 February 2016.

- **Risk**

Lack of home care provision and delays to client care packages being achieved.

Number of delayed discharges at Lorn & Islands Hospital.

1 February 2016

**For further information contact**

Caroline Henderson

Local Area Manager

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ARGYLL AND BUTE COUNCIL

OBAN, LORN and the ISLES AREA  
COMMITTEE

STRATEGIC FINANCE

10 FEBRUARY 2016

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CHARITY AND TRUST FUNDS

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**1. EXECUTIVE SUMMARY**

- 1.1 This report sets out the estimated funding available for distribution of funds for the charities and trust funds in the Oban, Lorn and the Isles area for 2015-16.
- 1.2 The recommendations are to note the valuation of the funds and the reserves policy and to agree the proposed distribution of the available funds.

## CHARITY AND TRUST FUNDS

### 2. INTRODUCTION

- 2.1 This report sets out the estimated funding available for distribution of funds for the charities and trust funds in the Oban, Lorn and the Isles area for 2015-16.

### 3. RECOMMENDATIONS

- 3.1 To note the information provided on the value of charities and trust funds and the annual income.
- 3.2 To agree the proposed distribution of the funds available shown in Appendix 1.
- 3.3 To note the reserve policy: Utilise 1/20<sup>th</sup> of the unrestricted (revenue) reserve fund each year

### 4. DETAIL

- 4.1 It is good practice to set out the estimated amount of income available for distribution in relation to the Council's charitable and trust funds.
- 4.2 The Council administers a total of 4 charities and 14 Trust Funds in the Oban, Lorn and the Isles area.

	Registered Charities	Trust funds
Oban, Lorn & the Isles	3	12
Council Wide	1	2
	4	14

During 2015 and after Obtaining permission from OSCR three Charities (Misses MacGillvray, SC010953, C McCaig & E MacDonald SC025066) have been wound up and the funds transferred to the Hope Kitchen, Oban SC041770.

- 4.3 Appendix 1 sets out for the following information on each charity and trust fund:

Name  
Purpose  
Capital value  
Revenue reserves  
Total value  
Estimated income  
Accumulate distribution fund value



Distribution proposal  
Proposed amount for distribution

4.4 The reserve policy is to utilise 1/20<sup>th</sup> of the unrestricted (revenue) reserve fund each year.

**5. CONCLUSION**

5.1 This report sets out the estimated income for each charitable and trust fund and a proposed basis of distribution of the available funds.

**6. IMPLICATIONS**

- |     |                    |   |
|-----|--------------------|---|
| 6.1 | Policy –           | Sets proposed approach to distribution.         |
| 6.2 | Financial -        | Proposals for use of income set out in report.  |
| 6.3 | Legal -            | Proposes proper use of charity and trust funds. |
| 6.4 | HR -               | None.   |
| 6.5 | Equalities -       | None.   |
| 6.6 | Risk -             | None.   |
| 6.7 | Customer Service - | None.   |

**Kirsty Flanagan, Head of Strategic Finance**

For further information please contact Peter Cupples, Finance Manager – Corporate Support 01546-604183.

Appendix 1 – Analysis of Charities and Trust Funds

## Appendix 1 - Analysis of Charities and Trust Funds

OBAN, LORN & THE ISLES									
Capital Fund = Original Bequest + Investments									
Trust Funds									
Name	Purpose	Capital (Restricted) Funds £	Revenue (Unrestricted) Funds £	Total Value of Fund 31 March 2015 £	Estimated Income 2015-16 £	Accumulated Funds for Distribution £	1/20th Revenue Reserve £	Distribution Proposal	Distribution Proposal £
Kilmore and Kilbride	To meet the expenses in keeping Kilbride Burial Ground in order.	400	90	490	3	93	5	Transferred to Roads and Amenity Services annually. A statement setting out how the funds have been used would be provided annually.	8
Miss Christina McKays Trust	The upkeep of the graves of the MacKays of Glenure, Fasnacloich and those of Mrs Margaret MacIntyre of Duror and her sisters, all in Achnaba Churchyard Ardchattan.	300	1,195	1,495	6	1,201	60	Transferred to Roads and Amenity Services annually. A statement setting out how the funds have been used would be provided annually.	66
James McKechnies Trust	For upkeep of family headstones and lairs in Pennyfir Cemetery.	100	-15	85	0	-15	0	No distribution possible until shortfall in revenue or unrestricted funds has been cleared. At which time transferred to roads and Amenity Services annually. A statement setting out how the funds have been spend would be provided annually.	0
Miss Mary A McNivens Trust	For the maintenance of her two family lairs in Tiree burial ground.	600	81	681	4	85	4	Transferred to Roads and Amenity Services annually. A statement setting out how the funds have been used would be provided annually.	8
Mis MM Cameron	Bequest to Ewantide Home, Salen, Mull. Care home no longer exists. Distributions could perhaps be made to the progressive care centre.	185	274	459	1	275	14	Transferred to Adult Care annually. A statement setting out how the funds have been used would be provided annually.	15
MacDougall Trust	To provide an eventide home in the Ross of Mull area for the accommodation of 12 aged persons. Care home no longer exists. Distributions perhaps could be made to the progressive care centre.	50,000	560,930	610,930	2,400	563,330	28,047	Needs further consideration on how best to use this	30,447
Miss Flora McLucas Bequest	For the benefit of Dunaros, Salen. Care home no longer exists. Distributions could perhaps be made to the progressive care centre.	100	2,202	2,302	9	2,211	110	Transferred to Adult Care annually. A statement setting out how the funds have been used would be provided annually.	119
Dugald McPhail Memorial Fund	For the maintenance of the monument.	15	403	418	1	404	20	Transferred to Roads and Amenity Services annually. A statement setting out how the funds have been used would be provided annually.	21
Miss Agnes Angus Bequest	For purposes of public utility and for the benefit and advantage of the community of Oban	1,000	57,360	58,360	290	57,650	2,868	Needs further consideration on how best to use this	3,158
Archibald Dow Bequest	To be distributed to the poor of Taynuilt.	751	1,216	1,967	7	1,223	61	Local members to identify people in Taynuilt who meet the criteria of poor and distribute between them using vouchers	68
John of Lorn Bequest	Income to be dispursed for the benefit of poor persons resident in the Burgh of Oban.	8,989	15,218	24,207	95	15,313	761	Local members to identify people in Oban who meet the criteria of poor and distribute between them using vouchers	856
Coals for Poor - Oban	To supply coals for the poor of Oban.	1,334	1,906	3,240	12	1,918	95	Local members to identify people in Oban who meet the criteria of poor and distribute between them using vouchers	107
		63,774	640,860	704,634	2,828	643,688	32,044		34,872

<b>Registered Charitable Trusts</b>									
Name	Purpose	Capital (Restricted) Funds £	Revenue (Unrestricted) Funds £	Total Value of Fund 31 March 2015 £	Estimated Income 2015-16 £	Accumulated Funds for £	1/20th Revenue Reserve £	Distribution Proposal	Distribution Proposal £
McCaig Trust	Contribute towards the cost of a library and institute in Oban.	68,784	14,818	83,602	1,200	16,018	741	Transfer to Community and Culture annually. A statement setting out how the funds have been used would be provided annually.	1,941
Mrs Mellors Bequest	Providing annuities 'of not less than £10 and not more than £15 for respectable and well deserving widows without children and worthy of assistance'.	1,700	71,446	73,146	260	71,706	3,572	Local Members to identify childless widows in Oban who need support and encourage application to fund.	3,832
MacKinnon Ledingham Bequest	For relief of aged persons in the Ross of Mull. Currently Local Minister provides list of deserving recipients who each receive £10.	2,000	4,804	6,804	26	4,830	240	Local members to identify elderly people on Ross of Mull who meet the criteria of poor and distribute between them using vouchers	266
		72,484	91,068	163,552	1,486	92,554	4,553		6,039
<b>TOTAL OF ALL OLI TRUST FUNDS</b>		<b>136,258</b>	<b>731,928</b>	<b>868,186</b>	<b>4,314</b>	<b>736,242</b>	<b>36,597</b>		<b>40,911</b>

#### **COUNCIL WIDE TRUSTS**

*Capital Fund = Original Bequest + Investments*

#### **Registered Charitable Trusts**

Name	Purpose	Capital (Restricted) Funds £	Revenue (Unrestricted) Funds £	Total Funds 31 March 2015 £	Estimated Income 2015-16 £	Accumulated Funds for Distribution £	1/20th Revenue Reserve £	Distribution Proposal	Distribution Proposal £
County of Argyll Educational Trust Scheme, 1960	For the advancement of education for children and young people within the former County of Argyll by issuing grants to individuals and organisations. Applies to the former 'County of Argyll' therefore individuals and organisations within Bute and Helensburgh cannot apply.	313,036	135,697	448,733	8,700	144,397	7,220	Paid out on receipt of application.	15,920
		313,036	135,697	448,733	8,700	144,397	7,220		15,920

#### **Trust Funds**

Name	Purpose	Capital (Restricted) Funds £	Revenue (Unrestricted) Funds £	Total Funds £	Estimated Income 2014-15 £	Accumulated Funds for Distribution £	1/20th Revenue Reserve £	Distribution Proposal	Distribution Proposal £
Social Work Loudon Bequest	Holiday fund for elderly people. ( ex Strathclyde Regional Council trust.)	8,485	16,166	24,651	86	16,252	813	Paid out on receipt of application.	899
Sundry Trusts	No information.	338	23	361	0	23	1	no distribution	1
		8,823	16,189	25,012	86	16,275	814		900
<b>TOTAL OF COUNCIL WIDE TRUST FUNDS</b>		<b>321,859</b>	<b>151,886</b>	<b>473,745</b>	<b>8,786</b>	<b>160,672</b>	<b>8,034</b>		<b>16,820</b>

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**ARGYLL AND BUTE COUNCIL****OBAN, LORN AND THE ISLES  
AREA COMMITTEE****COMMUNITY SERVICES****10<sup>TH</sup> FEBRUARY 2016**

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**OBAN HIGH SCHOOL**

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**1. SUMMARY**

The attached is a report on Oban High School which is being presented to the Oban, Lorn and the Isles Area Committee for noting.

**2. RECOMMENDATIONS**

2.1 That Members note the content of the attached report.

If you require further information, please contact Peter Bain, Head Teacher of Oban High School on [peter.bain-ohs@argyll-bute.sch.uk](mailto:peter.bain-ohs@argyll-bute.sch.uk)

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**School Profile 2015/2016**





## **School Profile 2015/2016**

<b><u>School Name</u></b>	Oban High School
<b><u>School Address</u></b>	Soroba Road, Oban, Argyll PA34 4JB
<b><u>Head Teacher</u></b>	Peter Bain

At Oban High School we seek to embrace the rich heritage and culture of the area whilst promoting a progressive, inclusive and holistic approach to education. The vision and values of the school permeate every aspect of school life. The school has 19 partner primary schools and has one of the largest geographical catchment areas in Scotland, catering for pupils from remote rural and island areas and large numbers of urban pupils. The pupils from nine islands stay in the school hostel throughout the school terms. Our catchment contains areas of deprivation featuring in both Decile 2 and Decile 9 of the Scottish Index of Multiple Deprivation. Approximately 25% of our pupils have additional support needs; approximately 10% of the roll have Dyslexia. We have merged our severe and complex needs facility with both behaviour and learning support and inter-linked these to a full time guidance structure. Our clan system is central to our vision and values. The core purpose of the Clan system is to promote the concept of “family” and supporting each other; though competitive spirit also remains prominent, as shown in our annual Highland Games and Clan competitions. Our pastoral support is structured around Clans, and pupils come together in assemblies in Clans, which are led by pupil Clan leaders and staff Clan Chiefs. We celebrate staff collegiality and embrace a talent management philosophy through a number of opportunities to develop staff leadership, in our working groups and committees for both staff and pupils.

In line with our Vision and Values statement, we have a clear focus on ensuring that our children are provided with the chance to achieve the best possible qualifications; whilst ensuring that we also nurture and develop their social, emotional and vocational knowledge and skills to enable them to achieve their full potential, throughout their lives. All staff demonstrate strong and consistent commitment to our school improvement planning process which is based on well-established self-evaluation. Our Investors in People Gold Award makes reference to this strength. We have robust processes in place to ensure that each teacher evaluates their capacity for improvement in all certificated systems; as well as playing their part in school and departmental analysis and planning for improvement.



## **Recognising Wider Achievement**

We have a good and developing record in promoting and celebrating wider achievement as evidenced by the number of pupils that take part in a very wide range of activities in and beyond school, many of which are recognised by certification (e.g. Saltire, YASS, UKCC).

Our young people make an impressive contribution to the wider life of the school community and are encouraged to take on leadership roles throughout the school. Leadership activities include involvement in the Senior Pupil Leadership Team (SPLT) in leading Clan Assemblies; leading the Pupil Council; running charity events; school events and representing the school at civic events both locally and nationally. The pupils were and continue to be co-authors of our curriculum. The SPLT lead groups of prefects on a weekly basis but also co-opt other pupils from across the school on an on-going basis.

This session we have had many successful pupil led fundraisers including for example:

- Emergency aid for Nepal
- Children in Need
- The Brittle Bone Society

Wider achievement is also a key element in the senior phase of our curriculum with an extensive range of vocational opportunities being provided through our well established “*Pathways Programme*”. This Programme is delivered in partnership with a wide variety of local businesses and partner Primary schools allowing senior pupils the opportunity to gain valuable experience on a weekly basis in a profession or industry that they wish to pursue after leaving school.

We have three “Schools” within Oban High which provide a higher and more specialist level of education in particular fields as well as providing greater breadth and opportunity across both the junior and senior curriculum. We believe all three “Schools” have a positive impact on talent development, attainment, attendance, confidence and discipline.

Working in partnership with the Scottish Rugby Union, our *School of Rugby* curricular programme is centred on the development of the whole child. The sport lends itself to developing leadership, fitness, responsibility, discipline, respect and sportsmanship. It also provides an opportunity for our students to excel in the sport whilst providing a pathway to represent the school, community, region and their country.

Our *School of Traditional Music* utilises the experience and skills of nationally and inter-nationally renowned musicians to mentor, support and nurture the talents of our pupils who have a passion for traditional Scottish music. It provides our youngsters with the opportunity to develop their talents, both in terms of their instrument and in concert performances, to the point where they can choose a career as professional musicians directly after school.

Working in partnership with Ballet West, our *School of Dance* gives pupils an opportunity to receive specialist dance tuition within the curriculum. The provision has had a positive impact on pupils' broader school life. Pupils themselves have spoken about it improving their confidence and having great pride in being part of Oban High School. Feeling valued and building strong relationships with staff and peers has really helped our pupils develop a positive attitude to school in general. Our annual dance show was incredibly well attended this year too, and was an excellent opportunity to showcase the pupils' skill.

## Post 16

In addition to securing pupils a wide range of academic and vocational qualifications, we are also committed to providing effective and timely support to ensure that our pupils leave Oban High School with a positive destination. This is evidenced through our positive destination figures which have been consistently above the national and local authority averages by 2% in each of the last 4 years. We also have a successful record when it comes to ensuring pupils secure a university place with typically between 30-35% doing so. Although our figures for pupils moving onto further education is below the national average this can often be due to our rural nature and is offset by the extremely high employment rate we have with 35-39% of pupils going straight into work compared with the national average of around 20% for the last 4 years.

A wide range of vocational work based learning is undertaken in Oban High School, which is provided by 95 different employers, giving pupils the opportunity to select placements which they find relevant. Work experience is also used to personalise the timetables of pupils who are experiencing significant problems in engaging with mainstream education.

## Literacy

Oban High School is committed to raising the standards of literacy of all its students, so that they can function effectively in all areas of the curriculum and develop the skills to cope confidently in the world of further education, employment and adult life.

Literacy is fundamental to all areas of learning; not only as it unlocks access to the wider curriculum but also as it adds to the social enrichment and cognitive development of every student. Being literate increases opportunities for the individual in all aspects of life, lays the foundations for lifelong learning and work, and contributes strongly to the development of all four capacities of Curriculum for Excellence namely: successful learners, confident individuals, responsible citizens and effective contributors.

It is the fundamental responsibility of our English Department to develop the skills of reading, writing, listening and talking but these skills need to be perceived by students as transferable and related to all other curricular areas. To do this, all teachers irrespective of subject, need to question their own attitudes towards their role in addressing literacy issues as students must recognise the relevance and need for transference of literacy skills to all their subjects.

It is in the interests of all teachers to help students express themselves clearly orally and in writing as it enhances and enriches teaching and learning in all subjects. Similarly, support with reading and listening skills across the school will raise attainment.

Consequently, all teachers have a crucial role to play in supporting students' literacy development. In Oban High School, literacy has been promoted at whole staff in-service days where staff took part in a literacy audit and areas of good practice were highlighted, specifically on Note Taking. We have ensured that all Literacy Outcomes are accessible in PowerPoint format to facilitate their use as Learning Intentions across the school. In addition to this there has been a presentation of Big Writing techniques to all staff with a particular focus on the VCOP Pyramid to support pupils with writing across departments and every classroom was supplied with the four VCOP posters to display and use with pupils. There is also targeted support for departments on literacy when needed.

Each S1 pupil has a dedicated weekly Literacy period in English and there is a Literacy jotter which is used by pupils across the school. Staff are encouraged to get pupils to fill this jotter and use this as a wordbank.

Literacy has been promoted throughout Oban High School through Roald Dahl Day/World Book Day and annual Book Week with various events from storytellers, authors and workshops, and is encouraged every day during my time, by My Time teachers using targets in pupil planners, including talking and listening success criteria for all.

## Numeracy

A numerate person will have acquired and developed fundamental skills and be able to carry out number processes but, beyond this, being numerate also allows us to access and interpret information, identify possibilities, weigh up different options and decide on which option is most appropriate.

Numeracy is a skill for life, learning and work. Having well-developed numeracy skills allows young people to be more confident in social settings and enhances enjoyment in a large number of leisure activities. For these and many other reasons, all teachers have important parts to play in enhancing the numeracy skills of all children and young people.

Being numerate helps us to function responsibly in everyday life and contribute effectively to society. It increases our opportunities within the life of work and establishes foundations which can be built upon through lifelong learning. Numeracy is not only a subset of mathematics, it is also a life skill which permeates and supports all areas of learning, allowing young people access to the wider curriculum.

All teachers in Oban High School have responsibility for promoting the development of numeracy. With an increased emphasis upon numeracy for all young people, teachers plan to revisit and consolidate numeracy skills throughout schooling.

We aim to create a rich and supportive environment which will support a skilful mix of a variety of approaches, including:

- active learning
- develop of problem-solving capabilities
- developing mental agility
- frequently asking students to explain their thinking
- use of relevant contexts and experiences, familiar to young people
- using technology in appropriate and effective ways
- building on the principles of Assessment is for Learning, including understanding the purpose and relevance of activities
- both collaborative and independent learning
- making frequent links across the curriculum so that concepts and skills are developed further by being applied in different, relevant contexts

- promoting an interest and enthusiasm for numeracy

Numeracy has been promoted at whole staff in-service days where staff took part in a Numeracy audit and areas of good practice were highlighted. In addition to this, we have produced a Numeracy Across the Curriculum document which has been issued to all departments and Associated Primaries. We undertake a lot of work on transitions including a Numeracy Strategy Group. There has also been a regular numeracy period established through MyTime using Numeracy Warm Up and Numeracy Workout, and in session 2015/2016, S1 and S2 have been given an additional period in Maths to address numeracy skills and problem solving.

## SQA Performance<sup>1</sup>

School roll as at Census <sup>1a</sup>	S4	S5	S6
2014-2015	194	179	121

<b>Advanced Higher</b>	11/12	12/13	13/14	14/15
Number of Presentations <sup>1a</sup>	59	59	58	43
Number of passes Grade A-C	45	45	48	38
% of number passes Grade A-C	76.3%	76.3%	82.8%	88.37%
% of number passes Grade A-C Authority Average	85.20%	79.30%	79.00%	84.07%
% of number passes Grade A-C National Average <sup>2</sup>	82%	84%	81.5%	80.9%
Number of Awards Grade A-D	82	48	53	42
% Awarded Grade A-D	88.14%	81.36%	91.38%	97.67%
% Awarded Grade A-D – Authority Average	91.48%	85.86%	89.80%	92.92%
% Awarded Grade A-D – National Average	Not available	90.3%	88.7%	88.6%

<b>Higher</b>	11/12	12/13	13/14	14/15
Number of Presentations <sup>1a</sup>	530	631	649	607
Number of Awards Grade A-C	411	511	519	451
% Awarded Grade A-C	77.6%	81.1%	80.0%	74.30%
% Awarded Grade A-C Authority Average	76.20%	77.60%	76.90%	76.98%
% Awarded Grade A-C National Average <sup>2</sup>	79%	79%	77.6%	76.7%
Number of Awards Grade A-D	461	556	563	499
% Awarded Grade A-D	86.98%	88.11%	86.75%	82.21%
% Awarded Grade A-D – Authority Average	86.09%	85.88%	85.20%	85.61%
% Awarded Grade A-D – National Average	Not available	87.3%	85.7%	84.8%

**SQA Performance (continued)<sup>1</sup>**

<b>National 5<sup>3</sup></b>	11/12	12/13	13/14	14/15
Number of Presentations <sup>1a</sup>	No National presentations across 10/11 - 12/13		651	866
Number of Awards Grade A-C			541	642
% Awarded Grade A-C			83.1%	72.46%
% Awarded Grade A-C Authority Average			82.00%	75.31%
% Awarded Grade A-C National Average <sup>2</sup>			81.30%	79.8%
Number of Awards Grade A-D			581	722
% Awarded Grade A-D			89.25%	81.49%
% Awarded Grade A-D – Authority Average			88.17%	84.08%
% Awarded Grade A-D – National Average <sup>2</sup>			87.3%	86.3%

<b>National 4<sup>3</sup></b>	11/12	12/13	13/14	14/15
Number of Presentations <sup>1a</sup>	No National presentations across 10/11 - 12/13		419	296
Number of Passes			419	296
% Passed			100%	100%
% Passed Authority Average			100%	100%
% Passed National Average <sup>2</sup>			93.90%	93.3%

## Additional attainment/achievement data 2015

Subject/Activity	Number of Entries	Number of Awards	Number of partial Awards
Construction Craft (NAT 5)	14	13	0
Automotive Skills (NAT 4)	11	6	1
Engineering Skills (NAT 5)	9		8
Travel & Tourism (Nat 5)	11	6	7
Early Education & Childcare (Int 2)	11	8	1
Hairdressing (Int 2)	7	3	0
Digital Skills Award	65	36	29
Young Enterprise	21	21	
YAS 30 Credit Points	6	6	
Duke of Edinburgh	Bronze 18 Silver 2	Bronze 5 Silver 2	
Saltire Award	3	3	
Princes trust – Personal Development	8	8	
YASS	6	6	
SFA – Early Touches	20	20	
Positive Coaching Scotland	32	32	
Day leader Award	32	32	
SRU – Rugby Ready	32	32	
UKCC – Introduction to Shinty	32	32	

Teamwork through sport & recreation	32	32	
Youth Coachin	32	32	
Dynamaic Youth Awards		9	
Youth Achievement Awards		5	



## Pathways Placement Report

<b>External</b>		
<u>Name of Course</u>	<u>Provider</u>	<u>Number of Pupils</u>
Primary Teaching	St Columba's RC Primary School, Rockfield Primary School, Park Primary	12
An introduction to driving	Pass It On School of Motoring	12
Pipe Band Tutoring at Primaries	Instrumental Tutors	4
Hairdressing	Rutherfords	1
Journalism	The Oban Times	2
Driving Theory Course	Scott Douglas (CLD Youth Worker)	8
Physiotherapy	NHS Highland	2
Vet Nursing	Oban Vets	2
Equine Care	Achnalarig Stables	3
Psychiatry	Dementia Scotland	2
Marine Science	SAMS	2
Medicine	NHS Highland	3
	<b>TOTAL</b>	<b>53</b>
<b><u>Internal</u></b>		
Classroom Assistance in English, Art, PE, Food Technology, Drama and Music (Pupils interested in Secondary School Teaching)		12
Toe by Toe		5
Support Department Swimming Lessons		4
Advanced Higher Science Supported Study		2

Sports Coaching	PE Department	6
	<b>Total</b>	<b>29</b>

## Literacy and Numeracy

	Year	% Level 4 Literacy	% Level 4 Numeracy	% Level 5 Literacy	% Level 5 Numeracy	Number in Cohort
Oban High School	2015	93.3	83.8	84.36	63.69	179

## School Leaver Destination Returns (SLDR)<sup>4</sup>

Measure	11/12	12/13	13/14	14/15	15/16
Number of Total Leavers	198	201	227		Data not yet collated
Number of Young People entering Higher Education (%)	37.9%	29.9%	42.3%		
Number of Young People entering Further Education (%)	15.2%	17.4%	10.1%		
Number of Young People entering Training (%)	5.1%	6.0%	4.8%		
Number of Young People gaining Employment (%)	33.8%	39.3%	34.8%		
Number of Young People gaining Voluntary Work (%)	0.0%	1.0%	1.3%		
Number of Young People entering Activity Agreements (%)	0.0%	0.0%	0.0%		
Number of Young People - Unemployed Seeking (%)	6.6%	5.5%	5.7%		
Number of Young People - Unemployed Not Seeking (%)	1.5%	1.0%	0.9%		
Number of Young People - Unknown (%)	0.0%	0.0%	0.0%		
Total number of young people in a Positive Destination (%)	91.9%	93.5%	93.4%		
Total number of young people in Other Destination (%)	8.1%	6.5%	6.6%		
Total number of young people in a Positive Destination (%) Authority Average	90.1%	92.5%	91.0%		
Total number of young people in Other Destination (%) Authority Average	9.9%	7.6%	9.0%		
Total number of young people in a Positive Destination (%) National Average	89.9%	91.4%	92.3%		
Total number of young people in Other Destination (%) National Average	10.1%	8.6%	7.7%		

## Overview

Measure	11/12	12/13	13/14	14/15	15/16	% change in Roll over 5 years
Roll (as at census)	1138	1065	1031	977	939	-17.49%
Clothing and Footwear Grant (number of pupils)	76	73	79	125	102	
Clothing and Footwear Grant (% of number of pupils)	6.7%	6.9%	7.7%	12.8%	10.86%	
Clothing and Footwear Grant (%) - Authority Average <sup>5</sup>	7.56%	8.51%	9.54%	15.60%	11.51%	
Free School Meals (number of pupils)	no data	206	168	80	68	
Free School Meals (% of number of pupils)	no data	19.3%	16.3%	8.2%	7.24%	
Free School Meals (%) - Authority Average	0.0%	13.1%	12.0%	10.8%	9.09%	
Free School Meal - National Average for Secondary Schools (%) <sup>6</sup>	15.2%	15.4%	15.5%	15.0%	not yet collated	

## Attendance, Absence and Exclusions<sup>7</sup>

Measure	11/12	12/13	13/14	14/15	15/16	Range of Attendance (%) over 4 years <sup>8</sup>
<b>Attendance:</b>						1.7%
Attendance (% of school roll)	92.2%	93.6%	91.9%	92.10%	91.88%	
Authorised Absence (% of school roll) <sup>9</sup>	5.5%	5.0%	6.0%	6.47%	5.66%	
Unauthorised Absence (% of school roll)	2.3%	1.3%	2.1%	1.42%	2.45%	
Attendance Number of Pupils (%) - Authority Average	93.3%	93.1%	93.1%	92.64%	92.83%	
Attendance Number of Pupils (%) - National Average <sup>10</sup>	not collated	93.6%	not collated	not yet available	Not collated	

Measure	11/12	12/13	13/14	14/15	15/16
<b>Exclusions:</b>					
Exclusion Openings	173	124	121	48	20
Exclusion Incidents	54	36	41	20	10
Number of Pupils	42	30	23	16	9
Exclusion Incidents per 1000 pupils	47.6	33.8	39.77	20.53	10.02
Exclusion Incidents per 1000 pupils - Authority Average	51.45	51.39	52.46	39.81	9.99
Exclusion Incidents per 1000 pupils - National Average <sup>10</sup>	not collated	32.8	not collated	not yet available	Not collated

## Footnotes

Data will be anonymised to protect individuals where there are fewer than 5 pupils and or presentations.

**SQA** Please note that this data is based on current interim results. It does not take into account any updated results due to the SQA Post Result Services and therefore this data could change and is not reflective of leavers exit qualifications which are cumulative. Insight data is updated at the end of February that results post-results service outcomes.

<sup>1</sup> SQA Performance data was collected on 23<sup>rd</sup> November 2015 from SEEMiS Vision. Information previously provided in the SQA Authority Analysis reports for Committee will differ slightly to information provided here in order to ensure consistency of approach in collating data for comparative purposes.

<sup>1a</sup> Please note that some schools operate a positive presentation policy whereby they present students, if at all possible or at parental request for higher units however this can impact both the percentage pass rate and the level of awards. Therefore care must be taken when comparing number of presentations to the percentage pass rate.

<sup>2</sup> Results up to and including 2012/13 national percentages were sourced from the Annual Statistics Report 2013 (available only as whole percentages). National percentages grades A-C for 2013/14 came from Attainment Statistics (December) 2014. National percentages for 2014/15 and grades A-D for 2013/14 came from Attainment Statistics (August) 2015. Documents produced by SQA.

<sup>3</sup> 2013/2014 was the first year National 4 and National 5 Qualifications were offered as part of the SQA diet. Therefore no performance data is available prior to this date. 2014/2015 was the last academic year that Intermediate 1 and Intermediate 2 qualifications were offered as part of the SQA diet of examinations. They have been superseded by National 4 and National 5. Standard Grade qualifications were offered for the last time in 2012/2013 and were superseded by National 4 and National 5.

<sup>4</sup> SLDR data is published by Skills Development Scotland (SDS) on behalf of The Scottish Government. The year runs from 1<sup>st</sup> August to 31<sup>st</sup> July each year and the data is collected on the 1<sup>st</sup> Monday in October each year. The data shown in this profile is the initial data collected.

- Higher Education includes HNC, HND and Degree courses
- Further Education includes Access, NPAs and Highers
- Training includes Employability Stage Funds 2 and 3 (previously called Get Ready for Work)
- Employment includes Modern Apprenticeships and any employment over 16 hours per week
- Voluntary includes Barnardos, Oxfam, Red Cross and community based volunteering
- Activity Agreements are for young people who are furthest removed from employment/training/education that are receiving mentoring support from a Trusted Professional
- Unemployment includes those young people who can't work through ill health, are caring for others or are pregnant

<sup>5</sup> Clothing and Footwear Grant (CFG) is not shown as a National Average as each authority set their own criteria and therefore cannot be compared accurately. Please note that 2015/16 data for CFG and Free School Meals (FSM) is to the 16th November 2015 and therefore may change as the year progresses. Figures are based on census roll figures.

<sup>6</sup> National Averages for FSM have been taken from Summary statistics for attainment, leaver destinations and healthy living, No. 5: 2015 Edition,

<sup>7</sup> Attendance, Absence and Exclusion information is now collected on a biennial basis by Scottish Government and was **not** collected for 2011/2012 or 2013/2014 academic year. Data was collected in August for session 2014/15 and is therefore not yet available.

<sup>8</sup> Please note that Attendance and Exclusion data can only be compared over a 4 year period as academic session 2015/16 is not yet complete and therefore the data for these years may change. The 4 year percentage change compared 4 full years. Please note that session 2014/2015 figures have been updated from last year's report to show the final figure. This information is taken from SEEMiS Vision.

<sup>9</sup> Authorised absence includes bereavement, short – term exceptional domestic situations, religious observance, weddings of immediate family. Unauthorised absence includes truancy, unexplained absence and most family holidays during term time. Attendance and absence is outlined in Management Circular 3.03.

<sup>10</sup> National Averaged for Attendance and Exclusions for 2012/13 have been taken from Summary Statistics for Schools in Scotland, No.4 | 2013 Edition, 11th December, 2013 (amended 11th February 2014).

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**ARGYLL AND BUTE COUNCIL****OBAN, LORN AND THE ISLES AREA  
COMMITTEE****CUSTOMER SERVICES****10 FEBRUARY 2016**

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**Bridge of Orchy Hall Trust**

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**1.0 SUMMARY**

This report provides for Members an update on the Area Committee's role with the Bridge of Orchy Hall Trust.

**2.0 RECOMMENDATIONS**

- 2.1 Members are asked to note that the Bridge of Orchy Hall Trust constitution does not provide for a member of the Area Committee to act as a trustee.

**3.0 DETAIL**

- 3.1 Members considered a report entitled 'Appointments to Outside Bodies' at the Area Committee meeting on 10<sup>th</sup> December 2014. This report recommended that Members note vacancies in appointments to outside bodies and consider making appointments to fill such vacancies.
- 3.2 In response to a request from the Bridge of Orchy Hall Trust for the appointment of a representative from the Area Committee to act as one of their trustees, it was recommended that a member of the Area Committee be appointed to this Trust. Councillor Iain Angus MacDonald was appointed to this position by the Area Committee on 10<sup>th</sup> December 2014.
- 3.3 It has come to the attention of the current officials of the Bridge of Orchy Hall Committee that subsequent to local government reorganisation brought about by the Local Government (Scotland) Act 1973, the appointment of a County Councillor as a Trustee was ended and the Trust determined instead to appoint a Community Councillor for the Bridge of Orchy area as a trustee.
- 3.4 Council officers have been advised that a community council representative has been appointed as a trustee.

**4.0 CONCLUSION**

- 4.1 There is no position on the Bridge of Orchy Hall Trust for a representative of the

Area Committee.

**5.0 IMPLICATIONS**

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

**Executive Director of Customer Services**

8 January 2016

**For further information contact:** Graeme B. Forrester, Area Committee Manager  
01546 604197

**APPENDICES**

N/A

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ARGYLL AND BUTE COUNCIL

OBAN, LORN AND THE ISLES AREA  
COMMITTEE

CUSTOMER SERVICES

10 FEBRUARY 2016

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## FUTURE AREA COMMITTEE DATES

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### 1.0 SUMMARY

This report outlines the proposed cycle of meetings in the Oban, Lorn and the Isles area from May 2016 to April 2017.

### 2.0 RECOMMENDATIONS

2.1 Members are asked to:-

(1) endorse the agreed cycle of Area Committee and Business Day meetings as detailed in the attached Appendix.

### 3.0 DETAIL

3.1 The Council considered and agreed a programme of meetings from May 2016 to April 2017 at the meeting held on 26 November 2015.

3.2 In accordance with this programme, Oban, Lorn and the Isles Area Committee meetings will continue with the existing cycle of meetings, such that:-

Area Committees will take place on the morning of the second Wednesday of June, August, October, December, February and April;

Pre-agenda briefings will take place two weeks before the Area Committee meeting; and

Business meetings will take place in the morning of the second Wednesday of May, September, November, January and March.

3.3 The appended programme of meetings also sets out for Members' information scheduled dates for the Oban, Lorn and the Isles Area Community Planning Group.

3.4 It should be noted that Standing Order 20.2 makes provision for the Chair of a Committee (or in whose absence the Vice-Chair) for good cause to cancel or alter the date, time or place for a meeting but not after the summons for the

meeting has been issued, and also that the Chair (or in whose absence the Vice-Chair) may call a meeting of the Committee on dates in addition to those already decided by Council.

**4.0 CONCLUSION**

4.1 The Area Committee are invited to consider and endorse the programme of meetings attached as Appendix 1.

**5.0 IMPLICATIONS**

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

**Executive Director of Customer Services**

8 January 2016

**For further information contact:** Graeme B. Forrester, Area Committee Manager  
01546 604197

**APPENDICES**

Oban, Lorn and the Isles Programme of Meetings – Appendix 1

## OBAN, LORN AND THE ISLES MEETING SCHEDULE 2016/17

Reports to Governance and Law	Pre Agenda Pack Issue	Pre Agenda Briefing	Agenda Issue	AREA COMMITTEE	Venue	Start time
Fri 13 <sup>th</sup> May 2016	Wed 18 <sup>th</sup> May 2016	Wed 25 <sup>th</sup> May 2016	Wed 1 <sup>st</sup> June 2016	Wed 8 <sup>th</sup> June 2016	McCaig Suite, Corran Halls, Oban	10:30am
Fri 15 <sup>th</sup> July 2016	Wed 20 <sup>th</sup> July 2016	Wed 27 <sup>th</sup> July 2016	Wed 3 <sup>rd</sup> August 2016	Wed 10 <sup>th</sup> August 2016	McCaig Suite, Corran Halls, Oban	10:30am
Fri 16 <sup>th</sup> September 2016	Wed 21 <sup>st</sup> September 2016	Wed 28 <sup>th</sup> September 2016	Wed 5 <sup>th</sup> October 2016	Wed 12 <sup>th</sup> October 2016	McCaig Suite, Corran Halls, Oban	10:30am
Fri 18 <sup>th</sup> November 2016	Wed 23 <sup>rd</sup> November 2016	Wed 30 <sup>th</sup> November 2016	Wed 7 <sup>th</sup> December 2016	Wed 14 <sup>th</sup> December 2016	McCaig Suite, Corran Halls, Oban	10:30am
Fri 13 <sup>th</sup> January 2017	Wed 18 <sup>th</sup> January 2017	Wed 25 <sup>th</sup> January 2017	Wed 1 <sup>st</sup> February 2017	Wed 8 <sup>th</sup> February 2017	Studio Theatre, Corran Halls, Oban	10:30am
Fri 17 <sup>th</sup> March 2017	Wed 22 <sup>nd</sup> March 2017	Wed 29 <sup>th</sup> March 2017	Wed 5 <sup>th</sup> April 2017	Wed 12 <sup>th</sup> April 2017	McCaig Suite, Corran Halls, Oban	10:30am

Reports to Governance and Law	Pre Agenda Pack Issue	Pre Agenda Briefing	Agenda Issue	BUSINESS DAY	Venue	Start time
Fri 15 <sup>th</sup> April 2016	Wed 20 <sup>th</sup> April 2016	Wed 27 <sup>th</sup> April 2016	Wed 4 <sup>th</sup> May 2016	Wed 11 <sup>th</sup> May 2016	Studio Theatre, Corran Halls, Oban	10:30am
Fri 19 <sup>th</sup> August 2016	Wed 24 <sup>th</sup> August 2016	Wed 31 <sup>st</sup> August 2016	Wed 7 <sup>th</sup> September 2016	Wed 14 <sup>th</sup> September 2016	Studio Theatre, Corran Halls, Oban	10:30am
Fri 14 <sup>th</sup> October 2016	Wed 19 <sup>th</sup> October 2016	Wed 26 <sup>th</sup> October 2016	Wed 2 <sup>nd</sup> November 2016	Wed 9 <sup>th</sup> November 2016	Studio Theatre, Corran Halls, Oban	10:30am
Fri 16 <sup>th</sup> December 2016	Monday 19 <sup>th</sup> December 2016	Wed 4 <sup>th</sup> January 2017	Wed 11 <sup>th</sup> January 2017	Wed 18 <sup>th</sup> January 2017	McCaig Suite, Corran Halls, Oban	10:30am
Fri 10 <sup>th</sup> February 2017	Wed 15 <sup>th</sup> February 2017	Wed 22 <sup>nd</sup> February 2017	Wed 1 <sup>st</sup> February 2017	Wed 8 <sup>th</sup> March 2017	McCaig Suite, Corran Halls, Oban	10:30am

Call Out Email	Pre-Agenda	Front Sheet Agenda Issue	Full Pack Agenda Issue	CPG	Venue	Start time
Thu 17 <sup>th</sup> March 2016	Thu 7 <sup>th</sup> April 2016	Thu 21 <sup>st</sup> April 2016	Thu 12 <sup>th</sup> May 2016	Thu 19 <sup>th</sup> May 2016	Oban High School	6:30pm
Thu 30 <sup>th</sup> June 2016	Thu 21 <sup>st</sup> July 2016	Thu 28 <sup>th</sup> July 2016	Thu 18 <sup>th</sup> Aug 2016	Thu 26 <sup>th</sup> August 2016	Corran Halls, Oban	2:00pm
Thu 15 <sup>th</sup> Sept 2016	Thu 6 <sup>th</sup> October 2016	Thu 20 <sup>th</sup> October 2016	Thu 10 <sup>th</sup> Nov 2016	Thu 17 <sup>th</sup> November 2016	Corran Halls, Oban	6:30pm
Thu 8 <sup>th</sup> Dec 2016	Thu 12 <sup>th</sup> Jan 2017	Thu 19 <sup>th</sup> Jan 2017	Thu 9 <sup>th</sup> Feb 2017	Thu 16 <sup>th</sup> February 2017	Corran Halls, Oban	2:00pm

- Please note all Area Committee, Business Day & Community Planning Group Pre-Agenda meetings are held in Municipal Buildings and by Lync

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