

Argyll and Bute Council
Comhairle Earra-Ghàidheal Agus Bhòid

Customer Services
Executive Director: Douglas Hendry



Kilmory, Lochgilphead, PA31 8RT
Tel: 01546 602127 Fax: 01546 604435
DX 599700 LOCHGILPHEAD
27 January 2016

NOTICE OF MEETING

A meeting of the **MID ARGYLL, KINTYRE & THE ISLANDS AREA COMMITTEE** will be held in the **ROOM 2 WITHIN THE COMMUNITY CENTRE, STEWART ROAD, CAMPBELTOWN, PA28 6AT** on **WEDNESDAY, 3 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**
 - (a) Minute of the Mid Argyll, Kintyre and the Islands Area Committee Meeting held on 2 December 2015 (Pages 1 - 6)
 - (b) Minute of the Special Meeting of the Mid Argyll, Kintyre and the Islands Area Committee held on 6 January 2016 (Pages 7 - 8)

Items marked with an "asterisk" are items, on the basis of information available at the time this Agenda is published, on which the Committee may not have delegated powers to act, and which may therefore require to be referred to the Council or another Committee, and that referral may depend on the decision reached at the meeting.

- 4. PUBLIC AND COUNCILLORS QUESTION TIME**
- 5. CAMPBELTOWN GRAMMAR SCHOOL - SCHOOL PROFILE 2015/16** (Pages 9 - 26)
Report by Head Teacher, Catriona Hood
- 6. FUTURE AREA COMMITTEE DATES** (Pages 27 - 30)
Report by Executive Director of Customer Services
- 7. ROADS REVENUE BUDGET - 2015 TO 2016 - 3RD QUARTER UPDATE** (Pages 31 - 42)

Report by Executive Director of Development and Infrastructure Services

8. ADULT CARE (Pages 43 - 52)

Report by Executive Director of Community Services

9. INTEGRATION OF HEALTH AND SOCIAL CARE (Pages 53 - 74)

Report by Chief Officer of the Health and Social Care Partnership

10. CHARITY AND TRUST FUNDS (Pages 75 - 80)

Report by Head of Strategic Finance

11. MAKI ECONOMIC DEVELOPMENT ACTION PLAN (EDAP) INCLUDING MID ARGYLL REGENERATION INITIATIVE (Pages 81 - 100)

Report by Executive Director of Development and Infrastructure Services

12. INVERARAY CONSERVATION AREA REGENERATION SCHEME (CARS) (Pages 101 - 104)

Report by Executive Director of Development and Infrastructure Services

13. ITEM TRACKER (Pages 105 - 108)

For noting and updating

14. * NOTICE OF MOTION UNDER STANDING ORDER 13

As a result of the meeting held on the 7.1.16 between local Elected members and Early Years Education staff where it was revealed that the proposed service choice option relating to Campbeltown Nursery had not been properly evaluated. The proposed savings do not take into account the additional cost to be incurred looking after children who will be displaced should the Nursery move to term time. Further to this it was also confirmed that no community impact assessment has been carried out on the effect of such proposals on the Kintyre Community.

Motion

That the Area Committee agree to recommend to the Council that the proposed service choice option relating to Campbeltown Nursery be removed from the current proposals.

Proposed by Councillor Donald Kelly
Seconded by Councillor John Armour

Mid Argyll, Kintyre & the Islands Area Committee

Councillor Rory Colville (Chair)

Councillor Donald MacMillan (Vice-Chair)

Shona Barton, Area Committee Manager

Contact: Lynsey Innis, Senior Area Committee Assistant; Tel: 01546 604338

**MINUTES of MEETING of MID ARGYLL, KINTYRE & THE ISLANDS AREA COMMITTEE held
in the COUNCIL CHAMBERS, KILMORY, LOCHGILPHEAD
on WEDNESDAY, 2 DECEMBER 2015**

Present: Councillor Donald MacMillan (Chair)

Councillor John Armour
Councillor Donald Kelly
Councillor Sandy Taylor

Councillor Robin Currie
Councillor Dougie Philand

Attending: Shona Barton, Area Committee Manager
David Clements, Programme Manager
Kevin McIntosh, Contracts Manager
Rebecca Barr, Area Manager
Audrey Martin, Projects and Renewables Manager
Anna Watkiss, Senior Planning Development Officer
Keith Murray, Area Manager for A83, Transport Scotland

1. APOLOGIES

The Chair welcomed everyone to the meeting and general introductions were made.

Apologies were intimated on behalf of Councillors Colville and Horn.

2. DECLARATIONS OF INTEREST

There were no declarations of interest intimated.

3. MINUTES

(a) **Minute of the Mid Argyll, Kintyre and the Islands Area Committee meeting held on 7 October 2015**

The Minute of the previous meeting of the Mid Argyll, Kintyre and the Islands Area Committee, held on 7 October 2015 was approved as a true record.

Matters Arising:-

Councillor Kelly advised that Members were still awaiting sight of the public consultation document in relation to the car parking review. The Contracts Manager advised that the documentation was with the Head of Roads and Amenity Services for approval. The Area Committee Manager advised that it had been agreed that Members would have sight of the consultation documentation prior to it being issued to the public. Mr McIntosh agreed to address this with the Head of Roads and Amenity Services and provide the information to Members in due course. Members expressed dissatisfaction over the timescales taken to progress

the consultation.

Councillor Kelly asked for an update on the progress of the running track at Meadows, Campbeltown. The Area Committee Manager agreed to liaise with officers to ensure that an update was provided.

Councillor Kelly advised that he had still not received any information in relation to the survey carried out by the Flooding Working Group. The Area Committee Manager agreed to pursue this.

Councillor Kelly enquired as to the outcome of the letter sent by Argyll and Bute Council in support of MACC's request to make changes to the Overage Agreement. The Area Committee Manager advised that the Head of Economic Development and Strategic Transportation had advised that MACC instructed officers not to submit the letter as they came to an agreement that has allowed investments to proceed.

(b) **Minute of the Special meeting of the Mid Argyll, Kintyre and the Islands Area Committee held on 4 November 2015**

The Minute of the Special Meeting of the Mid Argyll, Kintyre and the Islands Area Committee, held on 4 November 2015 was approved as a true record.

4. PUBLIC AND COUNCILLORS QUESTION TIME

Councillor Currie enquired about flooding issues in Port Ellen, and in particular to one case which had been ongoing for a number of years. He requested that this be added to the agenda for the next Area Committee meeting. The Area Committee Manager advised that she was in discussions with the Principal Engineer who was in the process of preparing a briefing note, which would be circulated to Members. Discussion took place in respect of other areas of flooding in the MAKI area and the preventative measures being taken. Mrs Barton suggested that Members await the briefing note and then if so minded, request that a further report be added to the agenda for the next Area Committee meeting at this time.

Councillor Kelly requested that consideration be given to the possibility of calling a Special Area Committee meeting in January 2016 to discuss Service Choices at area and ward level with all relevant officers. The Area Committee Manager agreed to discuss this possibility with the Chair and notify Members of Councillor Colville's decision by email.

Councillor Armour left the meeting at 10.55am.

5. AREA SCORECARD

Members gave consideration to a report which outlined exceptional performance for financial quarter 2 of financial year 2015/16. Discussion took place in respect of delayed discharges; the percentage of waste recycled and the number of fines for dog fouling.

Decision:

Members agreed:

1. to note the exceptional performance presented on the Scorecard; and
2. to the proposed changes at paragraph 3.1 of the report.

(Ref: Report by Executive Director of Customer Services, dated 2 December 2015, submitted.)

6. ROADS REVENUE BUDGET - 2015 TO 2016 - 2ND QUARTER UPDATE

Members gave consideration to a report outlining the roads revenue budget position at the end of the second quarter of financial year 2015/16. Discussion took place in respect of signage for the Jura Passenger Ferry Service at Cairnbaan, with the Contracts Manager agreeing to look into the matter and confirm the position to Members by email. Further discussion took place in respect of the delivery of capital schemes; future budget restraints and the Machrihanish Footpath.

Decision:

Members agreed to note the contents of the report.

(Ref: Report by Executive Director of Development and Infrastructure Services, dated 2 December 2015, submitted.)

The Chair ruled and the Committee agreed to vary the order of business from that on the Agenda. The following items have been recorded as they were taken at the meeting.

The Chair ruled and the Committee agreed to vary the order of business from that on the Agenda. The following items have been recorded as they were taken at the meeting.

7. TRANSPORT SCOTLAND

Members gave consideration to a verbal update by Keith Murray, Area Manager for the A83, Transport Scotland in relation to major works taking place on the A83. Mr Murray advised of ongoing resurfacing works north of Tangy; structural maintenance at Glenbarr to Killegruer and the tree clearance, rock removal and geo-technical works at both Erines and Strone Point.

Discussion took place in respect of the policy for trunking roads in Islay from Port to Port; the possibility of creating lay by's specifically for the use of escorted vehicles and heavy loads and the proposed speed limit change in the village of Furnace. Mr Murray further advised of the commitment to improve the quality of the footpath in Furnace, with works scheduled to take place within the current financial year.

The Chair and Members thanked Mr Murray for the information provided and for the work already progressed by Transport Scotland since the trunking of the A83.

8. DIGITAL INFRASTRUCTURE UPDATE

Members gave consideration to a report providing an update on the various digital infrastructure projects including the next generation broadband and mobile communications. Discussion was had in relation to the work currently being undertaken by the Council to introduce free wi-fi in Helensburgh; mast sharing and coverage on both Islay and Jura.

Decision:

Members agreed to note the contents of the report.

(Ref: Report by Executive Director of Development and Infrastructure Services, dated 2 December 2015, submitted.)

Councillor Armour re-joined the meeting at 12.00 Noon.

9. ADULT PROTECTION COMMITTEE ANNUAL REPORT

The Committee gave consideration to the annual report from the Adult Protection Committee. The Area Manager outlined the progress of national objectives in Adult Protection. Discussion took place in relation to the development of work with service users and carers; the integration of Health and Social Care and the added awareness this will afford.

The Chair thanked Ms Barr for the information provided.

Decision:

Members agreed to note the contents of the report.

(Ref: Report by Executive Director of Community Services, dated 2 December 2015, submitted.)

10. MID ARGYLL SPORTS CENTRE OPENING HOURS - TO FOLLOW

The Area Committee Manager advised Members that this item was being deferred to the Business Day meeting in January 2016 at the request of the Service.

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

11. ITEM TRACKER

Members gave consideration to the item tracker.

Discussion took place in relation to Campbeltown Office Rationalisation, with Members keen to see this remain on the tracker as works were still ongoing in this

regard. Members also requested that the item titled "Flooding in Campbeltown" be amended to ensure other potential flooding areas within the MAKI area are recognised. Further discussion was had in relation to the progression of this item, with the Area Committee Manager agreeing to forward comments made by Members to the Head of Roads and Amenity Services.

Decision:

Members agreed to note the item tracker.

(Ref: Item Tracker, dated 2 December 2015, submitted.)

**12. CAMPBELTOWN CONSERVATION AREA REGENERATION SCHEME (CARS)
ROUND 6 - GOVERNANCE FOR PRIORITY BUILDING PROJECTS**

Members gave consideration to a report proposing the governance arrangements for the approval of grant applications for priority buildings in the Campbeltown Conservation Area Regeneration Scheme (CARS) Round 6.

Decision:

Members agreed to the recommendations outlined in the report.

(Ref: Report by Executive Director of Development and Infrastructure Services, dated 2 December 2015, submitted.)

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**MINUTES of MEETING of MID ARGYLL, KINTYRE & THE ISLANDS AREA COMMITTEE held
in the ROOM 2 OF THE COMMUNITY CENTRE, STEWART ROAD, CAMPBELTOWN, PA28
6AT
on WEDNESDAY, 6 JANUARY 2016**

Present: Councillor Rory Colville (Chair)

Councillor John Armour
Councillor Anne Horn

Councillor Donald MacMillan
Councillor John McAlpine

Attending: Shona Barton, Area Committee Manager
James Lafferty, Project Officer – THI Campbeltown
Feargal De Buiteleir, CARS Officer

1. APOLOGIES

Apologies for absence were intimated by Councillors Currie, Kelly, Philand and Taylor.

2. DECLARATIONS OF INTEREST

Councillor Donald MacMillan declared a non-financial interest in item 4 of the agenda (Inveraray Conservation Area Regeneration Scheme (CARS) – Grant Recommendation of Award) by reason that he is a member of the Argyll Community Housing Association (ACHA) Board, appointed by the Council. He claimed the benefit of the dispensation contained at Section 5.16 of the Standard Commission's Guidance and Dispensations Note dated December 2010 to allow him to speak and vote on this item.

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

E1 **3. CAMPBELTOWN CONSERVATION AREA REGENERATION SCHEME (CARS)
ROUND 6 - GRANT RECOMMENDATION OF AWARD**

The Committee considered a report on recent progress of the Campbeltown Conservation Area Regeneration Scheme (CARS) Round 6 and a recommendation that an offer of grant be made.

Decision

Members agreed to the recommendation outlined in the report.

(Ref: Report by Executive Director of Development and Infrastructure Services, dated 6 January 2016, submitted.)

E1 4. **INVERARAY CONSERVATION AREA REGENERATION SCHEME (CARS) - GRANT RECOMMENDATION OF AWARD**

The Committee considered a report on recent progress of the Inveraray Conservation Area Regeneration Scheme (CARS) and a recommendation that offers of CARS grants are made to applicants at a number of priority buildings within the town of Inveraray to assist with the cost of repair works.

Decision

Members agreed:-

1. to the recommendations contained within the report and the additional wording as agreed by Members at the meeting; and
2. that an update report is brought to the next Area Committee meeting in February.

(Ref: Report by Executive Director of Development and Infrastructure Services, dated 6 January 2016, submitted.)



School Profile 2015/2016





School Profile 2015/2016

| | |
|------------------------------|---|
| <u>School Name</u> | Campbeltown Grammar School |
| <u>School Address</u> | Hutcheon Road, Campbeltown, Argyll PA28 6JS |
| <u>Head Teacher</u> | Catriona Hood |

2014/2015 was a busy and interesting year for Campbeltown Grammar School. Schools throughout Scotland continued to engage with new curricula in Senior Phase (S4-S6). National 5 courses were implemented during the previous session and in 2014/2015, new Higher courses were developed in most subjects. Working and planning towards the new school development project continued. The school offered a wide range of curriculum enhancement activities, opportunities for wider achievement and contributions to its community.

Recognising Wider Achievement

We offer courses in partnership with Argyll College and the results are as follows:

| <i>School/College Partnership: ACUHI</i> | 2015 | | | | | | | | | | | | | | |
|--|----------------|--------------------|----------|----------------------|----------|----------------------|----------|----------------------|----------|-----------------|----------|-------------|----------|------------------|----------|
| | <i>Entries</i> | <i>Group Award</i> | | <i>3.0-3.5 units</i> | | <i>2.0-2.5 units</i> | | <i>1.0-1.5 units</i> | | <i>0.5 unit</i> | | <i>Fail</i> | | <i>Withdrawn</i> | |
| | | <i>No</i> | <i>%</i> | <i>No</i> | <i>%</i> | <i>No</i> | <i>%</i> | <i>No</i> | <i>%</i> | <i>No</i> | <i>%</i> | <i>No</i> | <i>%</i> | <i>No</i> | <i>%</i> |
| <i>Early Education and Childcare INT 1</i> | 9 | 7 | 77.78% | 1 | 11.11% | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% | 1 | 11.11% |
| <i>Construction Craft NAT 4 (1 year)</i> | 7 | 4 | 57.14% | 0 | 0 | 0 | 0 | 3 | 42.86% | 0 | 0 | 0 | 0 | 0 | 0.00% |
| <i>Engineering Skills NAT 4 (1 year)</i> | 11 | 6 | 54.54% | 0 | 0 | 1 | 9.09% | 2 | 18.18% | 0 | 0 | 2 | 18.18 | 0 | 0.00% |
| <i>Rural Skills INT 1 (1 year)</i> | 11 | 5 | 45.45% | 1 | 9.09% | 2 | 18.18% | 0 | 0 | 0 | 0 | 3 | 27.27% | 0 | 0.00% |

Pupils also gained awards in Duke of Edinburgh, ASDAN, New Horizons, John Muir Award, Saltire Awards, Young Sports Leader and various sports coaching qualifications, the Associated Board of the Royal Schools of Music and the Royal Environmental Health Institute of Scotland.

The curriculum is enhanced by a significant number of voluntary clubs and activities including: Lunchtime games club; Junior and Senior Art Clubs; Writing Club; Student Council; Land based swimming training; Duke of Edinburgh; Canoeing Club; Cross Country Club; Wind band; Science Club; Toning; Pipe Band; Girls Fitness; Volleyball; Gymnastics; Inter-House Competitions; Dance Class; Sports Council; Badminton; Multi-sport; Rugby – boys and girls teams; Archery; Power hooping; Football – boys and girls clubs; Drama Club; Debating club and Active Schools events.

Campbeltown Grammar was named among the first 15 schools in Scotland to be recognised with a gold sport Scotland School Sport Award. Argyll and Bute was one of three local authorities chosen to take part in a pilot scheme for the awards, which recognise schools' innovation and achievement in delivering physical education and extra-curricular sport.

There have been many pupil successes, special events, excursions, whole school contributions, initiatives, partnership working and community events within the physical education and sport.

- The Mid Argyll Kintyre and Islay (MAKI) competitions in Football (boys & girls), Badminton, Volleyball and Softball.
- Argyll & Bute Schools Badminton Championships
- Oban High School Dance Competition
- Argyll & Bute Secondary School Youth Games (participating in a variety of sports)
- Schools Rugby Competitions
- Schools Football Competitions
- Argyll & Bute Schools Swimming Championships
- Winners of Badminton Scotland School of the Month Award for April

Partnership Working

CGS works in partnership with the following organisations to enhance the curriculum, deliver elements of Personal, Social and Health Education and to promote wider achievement.

- Youth Café and Kintyre Youth Enquiry Service (Equality and Diversity, Substance Misuse; Personal Safety; Young Carers; Internet Safety) and individual emotional support;
- MECOPP Gypsy/Travellers (Equality and Diversity);
- Waverley Care (Equality and Diversity and Sexual Health);
- TESSA provides a general well-being programme; specialist support in sexual health and specialist ASN support regarding sexual health;
- All pupils in S3 have the opportunity to qualify for a REHIS Food Handling Hygiene certificate;
- PACE Theatre Company – *I am Me* – Hate Crime awareness;
- Road Safety Scotland drama and workshop – *Friends Disunited*;
- Police Scotland (Equality and Diversity; Personal Safety, Choices for Life – substance misuse community event; Young Drivers and Knife Crime; participation in community – Crime Prevention Panel);
- Argyll and Bute Fire Service (Young Drivers; Personal Safety);
- Fire Service (Scotland);
- Argyll and Bute Council Road Safety Unit;

- Shopper Aide (local charity offering support to elderly/vulnerable people to assist independent living) providing opportunities for volunteering and Saltire Awards;
 - NHS (*Safetalk* delivered to senior pupils; Sexual Health, Oral Health for independent living);
 - Social Work/School Joint CPD delivery multi fora (Attachment Disorder);
 - Kilmartin Glen Group – historic investigation in local community;
 - Community Education – provides training for pupils in peer literacy programmes;
 - Argyll Voluntary Action – Saltire Awards
 - National Farmers Union (workshop on building confidence in presentation and marketing skills)
 - Skills Development Scotland – as part of our Opportunities for All group and working alongside pupil support staff in delivering careers information and guidance for individual pupils
- And
- Stuart Ivory Foundation – supporting pupils in the financial aspects of applying for Further and Higher Education and money management when living away from home.

School Improvement

Improvement priorities in 2014/2015 included:

Continuing to develop the curriculum in line with Curriculum for Excellence (CFE)

- Consolidation of National courses following first presentation in 13/14
- Development of National 3 courses
- Development of new Higher courses
- Working on the structure within Broad General Education to establish greater consistency between S1/2 and S3

Improvement through self-evaluation

- Establish Self-Evaluation plan for Session 2014/15 based on
 - 1) Learning and Teaching
 - 2) Curriculum
 - 3) Partnership working

Implementing the whole school statement on learning and teaching

- Evidence of consistent approach to learning and teaching across the school based on the principles of the learning and teaching statement
- Include assessment as part of learning in the learning and teaching statement

Agreeing standards and expectations of reporting (content and structure) throughout the school

- Reporting and Assessment committee to lead awareness raising sessions on reporting content, format and standardisation;
- Tracking and Monitoring structure and timing to be updated;
- Reporting systems reflect school, local and national policy (on reporting and assessment);
- Evaluation of reporting structures feeds into whole-school evaluation for period 2015-16

Staff and pupils making greater use of ICT within classes, having a positive impact on learning and teaching

- Continuation of making ICT available to all pupils and staff to enhance learning. Staff will develop their ICT skills through sharing of good practice and training in order to use ICT more in class. Staff and pupils to enjoy using ICT and the ICT available should enhance learning and teaching. Aim to get more pupils access to ICT (including new developments such as tablets/ipads) within school to enhance their learning.

Strengthening the provision of vocational courses

- Continue awareness raising pupils/parents of courses
- Begin Option Choices in March
- Deliver work experience during exam leave
- Continue building positive relationships with local business/agencies
- Working with external agencies/companies in relation to SfW courses

Embedding Literacy across all Learning in Campbeltown Grammar School

- Optimum use of Correction Code (to be renamed Literacy Code) in evidence school-wide
- All S1,2 and 3 pupils have a Pocket 'Punctuation' booklet and are encouraged to use it school-wide
- All subjects have a digital Literacy Policy (updated appropriately) and a copy of a Talk grid for S1,2 and 3 and there is evidence of the use of both
- Awareness raising of Talk grids with our associated primary schools
- Literacy profile embedded school-wide through Literacy Wall, Literacy Competition

- Paired Reading strategies in place, utilizing both S6 pupils and members of the local community as appropriate Lunchtime Reading and Writing clubs in operation
- Reading/Literacy 'slot' in Tutor groups (school-wide) - the construction of a pack of useful literacy materials / exercises for each learning field to utilize
- 'Literacy Handbook' for Learning Fields school-wide with a range of useful 'Literacy- based hints/exercises
- Foundations of an 'Inclusion Strategy' in Literacy across Learning for pupils/carers and parents

Improving curriculum design, programmes and transitions

- Develop further Personal, Social Health Education programmes to incorporate Health and Wellbeing outcomes and to include a programme on Work Experience in S4

Improvement in 2015/2016 include:

Curriculum development

Develop Advanced Higher Courses and remaining new Higher Courses

- Review curriculum design in Senior Phase
- Respond to Developing Scotland's Young Workforce and its implications for curriculum
- Review of curriculum design in Broad General Education
- Develop further strategies to raise attainment in Literacy and Numeracy
- Develop system to track wider achievement

Communication with parents/carers

- Develop new school website
- Increase consultation with Parents/Carers including school self-evaluation and policy review
- Develop role of Parent Council – including information/discussion sessions with a variety of staff on a range of topics/initiatives
- Improve information sharing including re-establishing a regular newsletter
- Plan information strategy regarding access/pupil movement during building project

Resilience and Responsibility

- Promote awareness of Resilience and Responsibility as skills for learning, life and work
- Agree a strategy to encourage Responsibility (eg meeting deadlines, following through instructions, taking initiative, planning etc)

Agree a strategy to encourage Resilience (eg meeting challenges, not giving up, dealing with difficult situations, handling disappointment etc)

Self-evaluation

- Develop the role of PTs in the leadership of Self-Evaluation
- Increase expectations of PT – particularly in class observations
- SLT and Departments to revise self-evaluation calendars
- Increase use of *Insight* and attainment data in school and Departmental Self-Evaluation
- Departmental self-evaluation to evaluate contribution to literacy and numeracy across the school
- Ensure there is a clear link between self-evaluation activities and improving learning/teaching and outcomes for pupils
- Review tracking procedures to ensure knowledge of pupils' progress

Develop Literacy Across Learning

- All subjects to have a Literacy Policy which they have undertaken to update appropriately and a copy of a Talk grid for S1, 2 and 3. The latter has been used in both Science and History as well as on an on-going basis in English
- Transition Teacher has engaging in awareness raising of Talk grids across our associate primaries
- Literacy profile embedded school-wide through Literacy Wall, Literacy Competition
- Request- in principle - for another Literacy Bid – still to be costed - to cover booklets for incoming S1; to top-up booklets for S1, 2 and 3 as necessary; to continue the purchase of suitable texts for Paired Reading; to pay for materials for changeover from Correction Codes to Literacy Codes; to continue programme of supplying more learning areas with headphones; for costs involved in our intended engagement with e-books
- Evaluate the extent to which the various Literacy practices are operating successfully and a forum for the discussion of how to alleviate any problems might be helpful

New School Development Project

- Plan events which recognise the life and history of the current building in its final years
 - Plan events/information to engage school and the wider community in the project
 - Undertake practical work in preparation for moving - planning the move, de-cluttering and disposal etc
 - Plan site management – pupil movement, vehicle access, staff and visitor parking
- Hold a consultation on choice of school uniform in preparation for move to new school

Wellbeing outcomes: Achieving – Improving curriculum design, programmes and transitions

- Work Experience Programmes to be evaluated by staff, pupils and employers
- Continuing implementation on National 2 and 3 programmes courses in accordance with individual pupil need – new courses offered by SQA promoting wider achievement from S3 onwards
- Development of National courses for S6 Additional Support Needs students (in areas such as cycling awareness, car valeting)
- Review Careers programmes in collaboration with Skills Development Scotland and other providers
- Update PSHE/Personal Development anti-bullying programmes in light of new policy and ‘Respect Me’ training and materials
- ‘Diversity’ event to be organised for early in new session involving multi-agency participation. Target group to be identified
- ‘Housekeeping’: all on-line Child’s Plans and PSHE materials to be rationalised and made more readily accessible

GIRFEC - Wellbeing outcome: Safe; Healthy; Included – Ensuring better ways of meeting the needs of pupils

- Further development of PSHE/Personal Development/Health and Well-being programmes to include reference to Self-Harm and Suicide. Means of promoting wider staff awareness of policy to be considered. Review all Mental Health programmes with a view to ensuring relevance (e.g. inclusion of ‘mindfulness’)
- Process of rolling out Universal Child’s Plan and training is on-going and subject to possible changes in format. Process of conducting Child’s Plan meetings needs to be reinforced and training for all those likely to be involved. Further raising awareness with subject specialists on accessing plans and stages of interventions required (Aug, 2015 inset). Structure of Review meetings to be revisited in light of this and authority policy and procedural changes. Structure of multi-agency planning process to be reviewed. Implications of legal changes (2014 Act) to be considered
- Pupil Support Policy to be reviewed and updated
- Make all staff aware of ‘Menu of Interventions’ and the implications of the Scottish Strategy for Autism
- Further training on and clarification of Chronologies Training required
- Continue to provide training for all staff on all aspects of ASN, especially on developmental, behavioural and mental health issues
- To plan for appropriate accommodation to comply with requirements of ASN pupil starting 2015-16

Other events and achievements

Charity Fundraising and donations have been made in respect of: the Beatson Cancer Care Centre; Sports Relief; Kintyre Food Bank; Jeans for Genes Day and our school based charity *CGS4Gambia*.

School excursions have included: International and home international rugby; ski excursion to Pila (Italy); excursion to Geneva – CERN, Hadron Collider and Red Cross Museum; Euroscholar trip to Strasbourg (sponsored by rotary Club of Campbeltown); French Film trip to Glasgow; Pantomime trip to Glasgow; S1 Excursion to Bannockburn Centre and Wallace Monument; Rewards Excursions to Gigha, Inveraray Jail and sailing on PS Waverly; Rewards Excursions to Braehead and Xscape. In addition to on-going fundraising and donations, *CGS4Gambia* runs senior pupil cultural and aid visits to Gambia every second year.

Pupils take part in a wide range of **volunteering activities** including: assisting in primary schools; volunteering in Campbeltown Hospital; acting as young leaders in youth organisations and cadet forces, supporting younger pupils in class; running children's dance classes; Young Sports Leadership; helping at school games club; assisting with local events such as MOK run, MAAC Challenge, Campbeltown Picture House, Community Garden; Shopper Aide and the Kintyre Crime Prevention Panel.

Community involvement takes place through the volunteering activities listed above. In addition, pupils take part in informal performances in dance and music at senior citizen events and in residential care homes. The school was very much involved in commemorations of the 100th anniversary of The Battle of Loos which involved many Kintyre and Campbeltown men, sustaining heavy losses. Pupils are currently working with Glengyle Distillery and producing a film to promote a new brand of malt whisky.

Other events where pupils have experienced success include: the Coca-cola Great Business Challenge; organising the Kintyre Fun Food Festival for primary pupils/parents and local food producers and retailers; UK Maths Challenge; an interdisciplinary project to produce a biscuit for Mull of Kintyre Cheese and bake, package and market it and Fair Trade Fortnight events.

Pupils also achieve well in **creative and aesthetic activities**. Kintyre School Pipe Band is very successful – including Beginners, Novice and Juvenile sections. The Grammar School Wind Ensemble has won several awards and its brass players also play with Campbeltown Brass. The most recent Oban Highland Games saw success for our dancers, pipers and athletes. Last session saw the re-introduction of School Shows. *Little Shop of Horrors* was highly acclaimed by large audiences. This session, *Aladdin* was also extremely successful with three excellent sell-out performances.

SQA Performance¹

| | | | |
|--|-----|----|----|
| School roll as at Census ^{1a} | S4 | S5 | S6 |
| 2014-2015 | 242 | | |

| Advanced Higher | 11/12 | 12/13 | 13/14 | 14/15 |
|--|---------------|--------|--------|--------|
| Number of Presentations ^{1a} | 36 | 19 | 16 | 20 |
| Number of passes Grade A-C | 33 | 15 | 12 | 18 |
| % of number passes Grade A-C | 91.70% | 79.00% | 75.00% | 90.00% |
| % of number passes Grade A-C Authority Average | 85.20% | 79.30% | 79.00% | 84.07% |
| % of number passes Grade A-C National Average ² | 82% | 84% | 81.5% | 80.9% |
| Number of Awards Grade A-D | 34 | 16 | 12 | 18 |
| % Awarded Grade A-D | 94.44% | 84.21% | 75.00% | 90.00% |
| % 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% |

| Higher | 11/12 | 12/13 | 13/14 | 14/15 |
|---|---------------|--------|--------|--------|
| Number of Presentations ^{1a} | 252 | 236 | 266 | 246 |
| Number of Awards Grade A-C | 202 | 183 | 222 | 198 |
| % Awarded Grade A-C | 80.20% | 77.50% | 83.50% | 80.49% |
| % Awarded Grade A-C Authority Average | 76.20% | 77.60% | 76.90% | 76.98% |
| % Awarded Grade A-C National Average ² | 79% | 79% | 77.6% | 76.7% |
| Number of Awards Grade A-D | 225 | 201 | 234 | 220 |
| % Awarded Grade A-D | 89.29% | 85.17% | 87.97% | 89.43% |
| % 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)¹

| National 5³ | 11/12 | 12/13 | 13/14 | 14/15 |
|---|--|-------|--------|--------|
| Number of Presentations ^{1a} | No National 5 presentations across 10/11 - 12/13 | | 367 | 420 |
| Number of Awards Grade A-C | | | 287 | 337 |
| % Awarded Grade A-C | | | 78.20% | 80.24% |
| % Awarded Grade A-C Authority Average | | | 82.00% | 75.31% |
| % Awarded Grade A-C National Average ² | | | 81.30% | 79.8% |
| Number of Awards Grade A-D | | | 312 | 367 |
| % Awarded Grade A-D | | | 85.01% | 87.38% |
| % Awarded Grade A-D – Authority Average | | | 88.17% | 84.08% |
| % Awarded Grade A-D – National Average ² | | | 87.3% | 86.3% |

| National 4³ | 11/12 | 12/13 | 13/14 | 14/15 |
|--|--|-------|--------|-------|
| Number of Presentations ^{1a} | No National 4 presentations across 10/11 - 12/13 | | 221 | 179 |
| Number of Passes | | | 221 | 179 |
| % Passed | | | 100% | 100% |
| % Passed Authority Average | | | 100% | 100% |
| % Passed National Average ² | | | 93.90% | 93.3% |

Literacy and Numeracy 2015

S4

Level 4 Literacy

2015 – 88.17% (2014 - 85.98%)

Level 5 Literacy

2015 – 65.59% (2014 – 49.53%)

Level 4 Numeracy

2015 – 82.8% (2014 – 75.7%)

Level 5 Numeracy

2015 – 45.16% (2014 – 39.25%)

S5

Level 4 Literacy

2015 – 92.86% (2014 – 89.8%)

Level 5 Literacy

2015 – 72.62% (2014 – 54.08%)

Level 4 Numeracy

2015 – 89.29% (2014 -79.59%)

Level 5 Numeracy

2015 – 50% (2014 - 42.86%)

School Leaver Destination Returns (SLDR)⁴

| Measure | 11/12 | 12/13 | 13/14 | 14/15 | 15/16 |
|--|-------|-------|-------|-------|-----------------------|
| Number of Total Leavers | 98 | 88 | 88 | 101 | Data not yet collated |
| Number of Young People entering Higher Education (%) | 34.7% | 35.2% | 28.4% | 33.7% | |
| Number of Young People entering Further Education (%) | 14.3% | 23.9% | 20.5% | 29.7% | |
| Number of Young People entering Training (%) | 3.1% | 1.1% | 2.3% | 0.0% | |
| Number of Young People gaining Employment (%) | 33.7% | 36.4% | 44.3% | 31.7% | |
| Number of Young People gaining Voluntary Work (%) | 0.0% | 0.0% | 0.0% | 0.0% | |
| Number of Young People entering Activity Agreements (%) | 0.0% | 0.0% | 0.0% | 0.0% | |
| Number of Young People - Unemployed Seeking (%) | 10.2% | 3.4% | 2.3% | 5.0% | |
| Number of Young People - Unemployed Not Seeking (%) | 3.1% | 0.0% | 2.3% | 0.0% | |
| Number of Young People - Unconfirmed (%) | 1.0% | 0.0% | 0.0% | 0.0% | |
| Total number of young people in a Positive Destination (%) | 85.7% | 96.6% | 95.5% | 95.0% | |
| Total number of young people in Other Destination (%) | 14.3% | 3.4% | 4.5% | 5.0% | |
| Total number of young people in a Positive Destination (%) Authority Average | 90.1% | 92.5% | 91.0% | 93.1% | |
| Total number of young people in Other Destination (%) Authority Average | 9.9% | 7.6% | 9.0% | 6.9% | |
| Total number of young people in a Positive Destination (%) National Average | 89.9% | 91.4% | 92.3% | 92.9% | |
| Total number of young people in Other Destination (%) National Average | 10.1% | 8.6% | 7.7% | 7.1% | |

Overview

| Measure | 11/12 | 12/13 | 13/14 | 14/15 | 15/16 | % change in Roll over 5 years |
|--|---------|-------|-------|--------|------------------|-------------------------------|
| Roll (as at census) | 529 | 482 | 463 | 429 | 389 | -26.47% |
| Clothing and Footwear Grant (number of pupils) | 32 | 38 | 41 | 63 | 42 | |
| Clothing and Footwear Grant (% of number of pupils) | 6.0% | 7.9% | 8.9% | 14.69% | 10.80% | |
| Clothing and Footwear Grant (%) - Authority Average ⁵ | 7.56% | 8.51% | 9.54% | 15.60% | 11.51% | |
| Free School Meals (number of pupils) | no data | 60 | 53 | 41 | 35 | |
| Free School Meals (% of number of pupils) | no data | 12.4% | 11.4% | 9.8% | 9.00% | |
| Free School Meals (%) - Authority Average | 0.0% | 13.1% | 12.0% | 10.8% | 9.09% | |
| Free School Meal - National Average for Secondary Schools (%) ⁶ | 15.2% | 15.4% | 15.5% | 15.0% | not yet collated | |

Attendance, Absence and Exclusions⁷

| Measure | 11/12 | 12/13 | 13/14 | 14/15 | 15/16 | Range of Attendance (%) over 4 years ⁸ |
|--|--------------|-------|--------------|--------|--------------|---|
| Attendance: | | | | | | 1.11% |
| Attendance (% of school roll) | 94.1% | 94.1% | 93.0% | 93.3% | 94.11% | |
| Authorised Absence (% of school roll) ⁹ | 5.3% | 5.3% | 5.7% | 4.5% | 3.89% | |
| Unauthorised Absence (% of school roll) | 0.5% | 0.5% | 1.2% | 2.0% | 1.95% | |
| Attendance Number of Pupils (%) - Authority Average | 93.3% | 93.1% | 93.1% | 92.64% | 92.83% | |
| Attendance Number of Pupils (%) - National Average ¹⁰ | not collated | 93.6% | not collated | 93.7% | Not collated | |

| Measure | 11/12 | 12/13 | 13/14 | 14/15 | 15/16 |
|--|--------------|-------|--------------|-------|--------------|
| Exclusions: | | | | | |
| Exclusion Openings | 202 | 253 | 217 | 183 | 26 |
| Exclusion Incidents | 42 | 48 | 42 | 22 | 5 |
| Number of Pupils | 26 | 23 | 25 | 13 | 5 |
| Exclusion Incidents per 1000 pupils | 79.40 | 99.59 | 90.52 | 51.16 | 12.79 |
| Exclusion Incidents per 1000 pupils - Authority Average | 51.45 | 51.39 | 52.46 | 39.81 | 9.99 |
| Exclusion Incidents per 1000 pupils - National Average ¹⁰ | not collated | 32.8 | not collated | 27.2 | 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.

¹ SQA Performance data was collected on 23rd 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.

^{1a} 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.

² 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.

³ 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.

⁴ SLDR data is published by Skills Development Scotland (SDS) on behalf of The Scottish Government. The year runs from 1st August to 31st July each year and the data is collected on the 1st 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

⁵ 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.

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

⁷ 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.

⁸ 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.

⁹ 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.

¹⁰ National Averages 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). For session 2014/2015 they have been taken from Summary Statistics for Schools in Scotland, No.6 | 2015 Edition, 9th December 2015.

ARGYLL AND BUTE COUNCIL

MID ARGYLL, KINTYRE AND THE
ISLANDS AREA COMMITTEE

CUSTOMER SERVICES

3 FEBRUARY 2016

FUTURE AREA COMMITTEE DATES

1.0 SUMMARY

This report outlines the proposed cycle of meetings within the Mid Argyll, Kintyre and the Islands (MAKI) 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; and
- (2) give consideration to the venue for the meetings scheduled in June and October 2016.

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, MAKI Area Committee meetings will continue with the existing cycle of meetings, such that:-

Area Committees will take place on the morning of the first 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 first Wednesday of May, September, November, January and March.

3.3 Area Committee and Business Day meetings alternate between Lochgilphead and Campbeltown and this is reflected in the attached timetable. Historically, the meetings of the Area Committee in June and October have also been held at a venue in Ward 2. Members are asked to give consideration to the venue for

the Area Committee meetings in June and October 2016.

- 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.

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

3 December 2015

For further information contact: Shona Barton, Area Committee Manager
(01436) 657605

APPENDICES

Schedule of Meetings – Appendix 1

Mid Argyll, Kintyre and the Islands Schedule of Meetings

| Pre Agenda Paper Issue | Pre Agenda Meeting | Papers to Governance and Law | Agenda Issue | AREA COMMITTEE MEETING | Venue | Start Time |
|--------------------------------------|--------------------------------------|-----------------------------------|--------------------------------------|--|--------------------------------|------------|
| 2016 | | | | | | |
| Wednesday 16 th March | Wednesday 23 rd March | Monday 28 th March | Wednesday 30 th March | Wednesday 6th April | Council Chambers, Lochgilphead | 10.00am |
| Wednesday 11 th May | Wednesday 18 th May | Monday 23 rd May | Wednesday 25 th May | Wednesday 1st June | Location TBC | |
| Wednesday 13 th July | Wednesday 20 th July | Monday 25 th July | Wednesday 27 th July | Wednesday 3rd August | Council Chambers, Lochgilphead | 10.00am |
| Wednesday 14 th September | Wednesday 21 st September | Monday 26 th September | Wednesday 28 th September | Wednesday 5th October | Location TBC | 10.00am |
| Wednesday 16 th November | Wednesday 23 rd November | Monday 28 th November | Wednesday 30 th November | Wednesday 7th December | Council Chambers, Lochgilphead | 10.30am |
| 2017 | | | | | | |
| Wednesday 11 th January | Wednesday 18 th January | Monday 23 rd January | Wednesday 25 th January | Wednesday 1st February | Venue tbc - Campbeltown | 10.30am |
| Wednesday 15 th March | Wednesday 22 nd March | Monday 27 th March | Wednesday 29 th March | Wednesday 5th April | Council Chambers, Lochgilphead | 10.00am |

| Agenda Issue | Business Day | Venue | Start Time |
|--|---|--------------------------------|------------|
| 2016 | | | |
| Wednesday 24 th February | Wednesday 2nd March | Council Chambers, Lochgilphead | 10.00am |
| Tuesday 26 th April (due to Public Holiday) | Wednesday 4th May | Venue tbc - Campbeltown | 10.00am |
| Wednesday 31 st August | Wednesday 7th September | Venue tbc - Campbeltown | 10.00am |
| Wednesday 26 th October | Wednesday 2nd November | Council Chambers, Lochgilphead | 10.30am |
| 2017 | | | |
| Friday 22 nd December | Wednesday 11th January | Venue tbc - Campbeltown | 10.30am |
| Wednesday 22 nd February | Wednesday 1st March | Council Chambers, Lochgilphead | 10.00am |

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ARGYLL AND BUTE COUNCIL**Mid Argyll, Kintyre and the Islands Area
Committee****DEVELOPMENT AND
INFRASTRUCTURE SERVICES****3 FEBRUARY 2016**

ROADS REVENUE BUDGET - 2015 to 2016 – 3rd QUARTER UPDATE

1.0 EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to advise Members of the roads revenue budget position at the end of the 3rd Quarter of financial year 2015/16.
- 1.2 2015/16 Budget - The overall roads maintenance budget for the 2015/16 year (excluding winter maintenance and coastal protection) is £3,912,226. The roads maintenance budget for the 2015/16 year (excluding winter maintenance, coastal protection and centrally allocated budgets) for the Mid Argyll, Kintyre and Islay area, is £1,090,418, of which, £989,571 has been spent at the end of the 3rd Quarter – or 91%.

ARGYLL AND BUTE COUNCIL

Mid Argyll, Kintyre and the Islands Area
Committee

DEVELOPMENT AND
INFRASTRUCTURE SERVICES

3 FEBRUARY 2016

ROADS REVENUE BUDGET - 2015 to 2016 – 3rd QUARTER UPDATE

2.0 SUMMARY

2.1 This report follows-on from the report presented earlier in the year at the December Area Committee, which provided information on road maintenance revenue activities being delivered in Q2 2015/16

3.0 RECOMMENDATIONS

3.1 That the Committee notes this report.

4.0 DETAILS

The Roads Operations Budget is proposed in line with the Roads Maintenance and Management Strategy and the Roads Maintenance and Asset Management Plan (RAMP). The available revenue budget is currently insufficient to allow all of the required works to be fully undertaken.

Roads revenue expenditure is closely monitored by separating types of work into different 'activities'. This report is based solely upon financial information which has been collated through the 'Total' costing system. Budgetary figures provided in the Appendices to this report represent spends to the end of Q3 for the present financial year. Winter maintenance and coastal protection costs have been excluded from this report.

Appendix 1 shows the overall roads revenue maintenance budget for 2015 to 2016 for each area. The overall roads maintenance budget for the 2015/16 year (excluding winter maintenance and coastal protection) was £3,912,226 as indicated in the table.

Appendix 2 provides information on percentage spend at the end of Q3 for 2015/16 for each area

Appendix 3 shows spend at the end of Q3 for all activities in the Mid Argyll, Kintyre and the Islands area this financial year 2015/16.

Appendix 4 shows graphically Mid Argyll budget profiles. Profiles are set for each budget line and are used to manage actual expenditure against available budget. Appropriate action has been taken over the financial year to achieve a level of satisfactory performance,

whilst ensuring that we work within the available budget. The Graph shows 'target' spend (the black line) versus 'actual' spend (the red line)

Appendix 5 shows graphically Kintyre budget profiles. Profiles are set for each budget line and are used to manage actual expenditure against available budget. Appropriate action has been taken over the financial year to achieve a level of satisfactory performance, whilst ensuring that we work within the available budget. The Graph shows 'target' spend (the black line) versus 'actual' spend (the red line)

Appendix 6 shows graphically Islay budget profiles. Profiles are set for each budget line and are used to manage actual expenditure against available budget. Appropriate action has been taken over the financial year to achieve a level of satisfactory performance, whilst ensuring that we work within the available budget. The Graph shows 'target' spend (the black line) versus 'actual' spend (the red line)

5.0 CONCLUSION

This report provides Members with a financial update on the roads revenue maintenance budget for Mid Argyll, Kintyre and the Islands area at the end of Q3 2015/16. It indicates that 91% of the roads maintenance revenue budget has been spent and that spending profiles have been adjusted with a focus on more labour intensive activities and reactive maintenance issues – In Islay we are delivering two Bridge Projects (Braigo / Ballygrant Capital Projects) – In Kintyre we are carrying out Flood Prevention Works (Tomaig intake replacement) and the Machrihanish Footway(Commencing in February- Sustrans funded). Actual spend v's spend projections are reasonably aligned in the MAKI area.

Further quarterly reports will continue to be presented to Members at future Area Committees.

6.0 IMPLICATIONS

| | | |
|-----|-------------------|--|
| 6.1 | Policy | Works assessed and carried out under the current Roads Asset Management and Maintenance Plan. |
| 6.2 | Financial | The available Roads revenue budget is below that required in terms of the RAMP. |
| 6.3 | Legal | None |
| 6.4 | HR | Roads revenue maintenance works are delivered by both Roads Operations and Amenity Operatives. |
| 6.5 | Equalities | None |
| 6.6 | Risk | Deterioration of road network if budget not spent effectively. |
| 6.7 | Customer Services | Maintains service level commitment set out in Service Plan. |

Executive Director of Development and Infrastructure

Policy Lead Cllr Ellen Morton

Head of Roads & Amenity Services Jim Smith

28 August 2015

For further information contact: Kevin McIntosh, Roads Performance Manager,

Tel: 01546 604621

APPENDICES

Appendix 1 – 2015/16 - Roads Revenue Budget

Appendix 2 – 2015/16 – End of Quarter 2 Budget Spend

Appendix 3 – 2015/16 – Budget Spend Q2 Detail – Mid Argyll, Kintyre and Islay

Appendix 4 – 2015/16 – End of Q2 – Spend profiles (Mid Argyll)

Appendix 5 – 2015/16 – End of Q2 – Spend profiles (Kintyre)

Appendix 6 – 2015/16 – End of Q2 – Spend profiles (Islay)

APPENDICES

Roads Revenue Maintenance Budget 2015 to 2016

| 2015-16 R10 Roads Maintenance Budget | | | | | | | | | | | | | | |
|--------------------------------------|------------------------|----------------|----------------|----------------|------------------|----------------|----------------|------------------|----------------|----------------|----------------|----------------|----------------|------------------|
| Activity | Activity Description | Mid Argyll | Kintyre | Islay | MAKI | Lorn | Mull | OLI | Bute | Cowal | B&C | Lomond | Central | Total |
| 0201 | Resurfacing | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 0301 | Anit Skid Treatment | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 0501 | Patching | 80,783 | 80,782 | 80,782 | 242,347 | 144,874 | 72,437 | 217,311 | 51,109 | 119,254 | 170,363 | 82,567 | 0 | 712,588 |
| 0502 | Potholing | 39,788 | 39,788 | 39,788 | 119,364 | 133,518 | 66,759 | 200,277 | 21,904 | 51,110 | 73,014 | 35,387 | 0 | 428,042 |
| 0701 | Bridges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 212,000 | 212,000 |
| 0801 | Cattle Grids | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 28,000 | 28,000 |
| 1001 | Footways/Kerbs | 2,033 | 2,033 | 2,033 | 6,099 | 4,067 | 2,033 | 6,100 | 3,003 | 7,007 | 10,010 | 14,790 | 0 | 36,999 |
| 1002 | Cycleway/Patching | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 1301 | Remedial Earthworks | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 1401 | Drainage/Culverts | 15,600 | 15,600 | 15,600 | 46,800 | 46,867 | 23,433 | 70,300 | 14,700 | 34,300 | 49,000 | 58,900 | 0 | 225,000 |
| 1402 | Drainage/Ditches | 50,363 | 50,363 | 50,363 | 151,089 | 100,907 | 50,453 | 151,360 | 25,380 | 59,220 | 84,600 | 70,950 | 0 | 457,999 |
| 1601 | Scrub/Tree Maintenance | 2,100 | 2,100 | 2,100 | 6,300 | 10,867 | 5,433 | 16,300 | 5,349 | 12,481 | 17,830 | 20,570 | 0 | 61,000 |
| 1701 | Roads Markings/Studs | 10,400 | 10,400 | 10,400 | 31,200 | 20,800 | 10,400 | 31,200 | 7,176 | 16,744 | 23,920 | 17,680 | 0 | 104,000 |
| 2001 | Boundary Fences/Walls | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 2101 | Pedestrian Guardrails | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 2201 | Traffic Signals | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 21,000 | 21,000 |
| 2301 | Traffic Signs | 6,133 | 6,133 | 6,133 | 18,399 | 8,933 | 4,467 | 13,400 | 5,382 | 12,558 | 17,940 | 13,260 | 0 | 62,999 |
| 2311 | Illuminated Bollards | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 4,500 | 4,500 |
| 2401 | Vehicle Safety Fence | 8,333 | 8,333 | 8,333 | 24,999 | 16,667 | 8,333 | 25,000 | 7,500 | 17,500 | 25,000 | 25,000 | 0 | 99,999 |
| 2411 | Street Name Plates | 300 | 300 | 300 | 900 | 600 | 300 | 900 | 270 | 630 | 900 | 900 | 0 | 3,600 |
| 2501 | Sweeping and Cleaning | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 3201 | Emergency Incidents | 30,000 | 30,000 | 30,000 | 90,000 | 7,000 | 3,500 | 10,500 | 3,150 | 7,350 | 10,500 | 10,500 | 0 | 121,500 |
| 3202 | Summer Standby | 3,000 | 3,000 | 3,000 | 9,000 | 6,000 | 3,000 | 9,000 | 2,700 | 6,300 | 9,000 | 9,000 | 12,000 | 48,000 |
| | Roads | 248,833 | 248,832 | 248,832 | 746,497 | 501,100 | 250,548 | 751,648 | 147,623 | 344,454 | 492,077 | 359,504 | 277,500 | 2,627,226 |
| 1501 | Grass Cutting | 28,373 | 28,373 | 28,373 | 85,119 | 49,653 | 24,827 | 74,480 | 15,960 | 37,240 | 53,200 | 53,200 | 0 | 266,000 |
| 1503 | Weed Spraying | 3,933 | 3,933 | 3,933 | 11,799 | 12,193 | 6,097 | 18,290 | 3,363 | 7,847 | 11,210 | 17,700 | 0 | 59,000 |
| | Amenity | 32,306 | 32,306 | 32,306 | 96,918 | 61,846 | 30,924 | 92,770 | 19,323 | 45,087 | 64,410 | 70,900 | 0 | 325,000 |
| 0503 | Road Master | 64,667 | 64,667 | 64,667 | 194,001 | 121,333 | 60,667 | 182,000 | 48,750 | 113,750 | 162,500 | 71,500 | 0 | 610,000 |
| 1801 | Gully Emptying | 17,667 | 17,667 | 17,667 | 53,001 | 42,667 | 21,333 | 64,000 | 35,100 | 81,900 | 117,000 | 116,000 | 0 | 350,000 |
| | Fleet | 82,334 | 82,334 | 82,334 | 247,002 | 164,000 | 82,000 | 246,000 | 83,850 | 195,650 | 279,500 | 187,500 | 0 | 960,000 |
| | | 363,473 | 363,472 | 363,472 | 1,090,417 | 726,946 | 363,472 | 1,090,418 | 250,796 | 585,191 | 835,987 | 617,904 | 277,500 | 3,912,226 |

Roads Revenue Maintenance Budget 2015 to 2016

End Spend Q3 – All Areas

| | COMBINED AREA BUDGETS * | | | | | | | | | | | | |
|--------------------------|-------------------------|----------|----------------|------------|----------|----------|------------|----------|----------|----------|----------|-------------------------------------|------------|
| | Mid Argyll | Kintyre | Islay | MAKI | Lorn | Mull | OLI | Bute | Cowal | B & C | H & L | **Bridges / Cattle grids etc. | Total |
| Area Budget | £338,807 | £413,804 | £337,807 | £1,090,418 | £719,610 | £370,808 | £1,090,418 | £250,796 | £585,191 | £835,987 | £617,904 | £277,500 | £3,912,227 |
| Actual Spend - End of Q2 | £253,438 | £392,567 | £343,566 | £989,571 | £526,020 | £352,828 | £878,848 | £194,933 | £528,087 | £723,020 | £293,303 | £233,817 | £3,118,559 |
| Remaining Budget | £85,369 | £21,237 | -£5,759 | £100,847 | £193,590 | £17,980 | £211,570 | £55,863 | £57,104 | £112,967 | £324,601 | £43,683 | £793,668 |
| Percentage Spend | 75% | 95% | 102% | 91% | 73% | 95% | 81% | 78% | 90% | 86% | 47% | 84% | 80% |

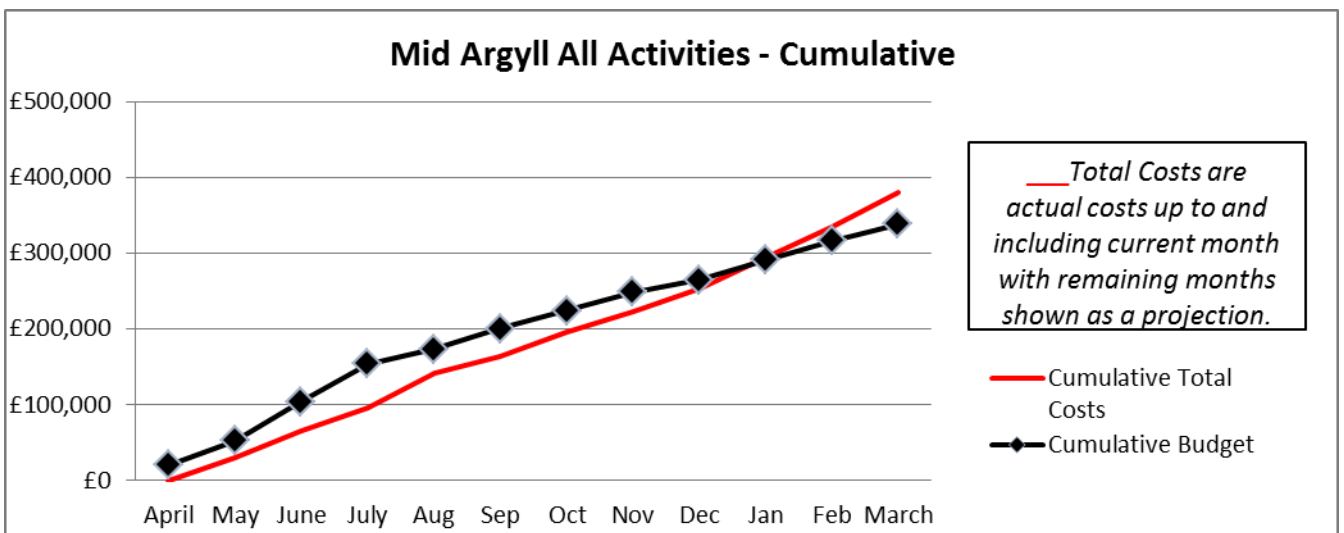
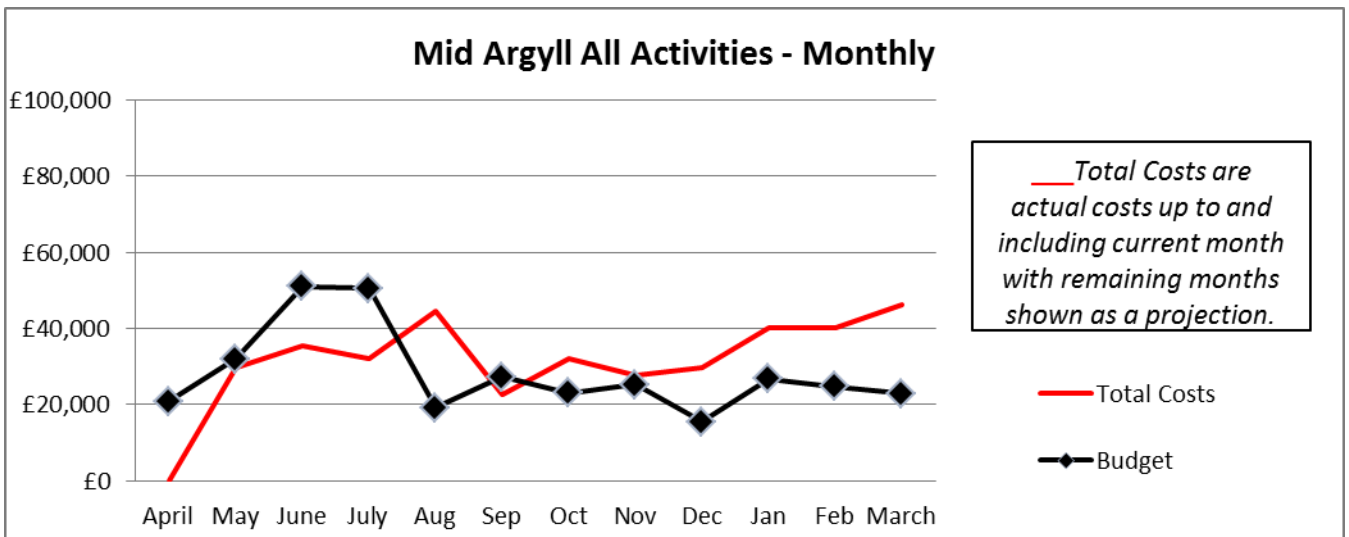
* Combined Area Budgets - See Appendix 1 for list of activities included.

** Remaining 'central budget' - Bridges, cattle grids, traffic signals, summer stand-by and illuminated bollards

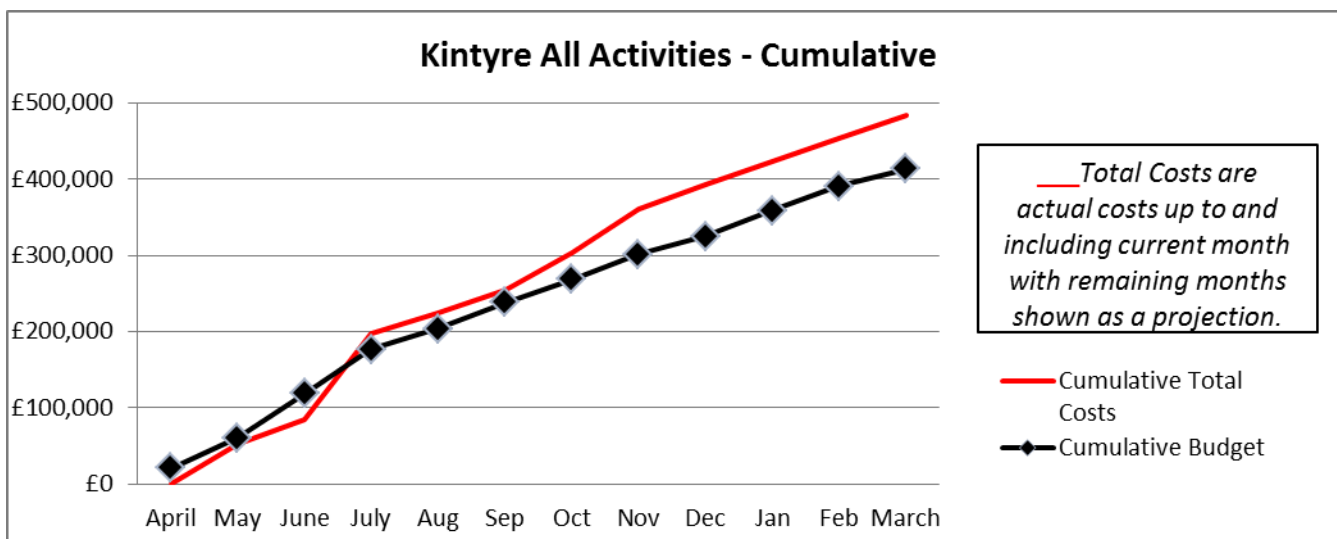
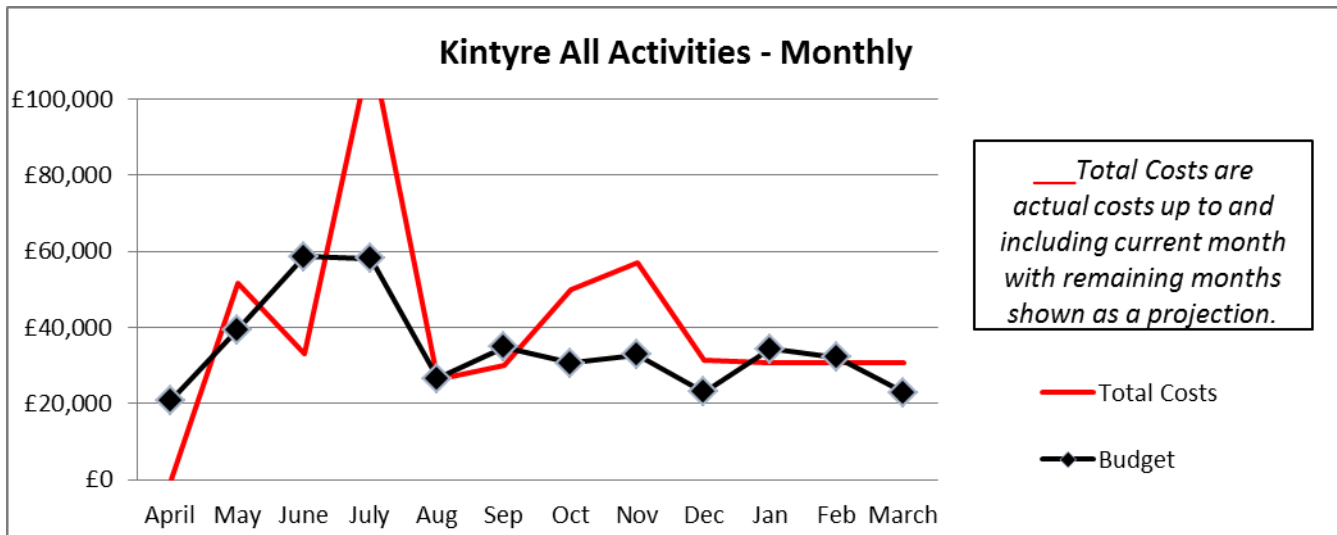
Budget and Spend for Q3– YTD Mid Argyll, Kintyre and Islay

| Activity | Activity Description | Budget | YTD Spend | Budget Remaining | Percentage Budget Split |
|----------|------------------------|------------------|----------------|------------------|-------------------------|
| 0501 | Patching | 242,347 | 121,413 | 120,934 | 50% |
| 0502 | Potholing | 119,364 | 171,283 | -51,919 | 143% |
| 0503 | Road Master | 194,001 | 165,693 | 28,308 | 85% |
| 0701 | Bridges | 0 | 0 | 0 | 0% |
| 0801 | Cattle Grids | 0 | 7,035 | -7,035 | 100% |
| 1001 | Footways/Kerbs | 6,099 | 11,050 | -4,951 | 181% |
| 1002 | Cycleway/Patching | 0 | 317 | -317 | 100% |
| 1301 | Remedial Earthworks | 0 | 14,042 | -14,042 | 100% |
| 1401 | Drainage/Culverts | 46,800 | 52,641 | -5,841 | 112% |
| 1402 | Drainage/Ditches | 151,089 | 139,005 | 12,084 | 92% |
| 1601 | Scrub/Tree Maintenance | 6,300 | 13,361 | -7,061 | 212% |
| 1701 | Roads Markings/Studs | 31,200 | 7,219 | 23,981 | 23% |
| 1801 | Gully Emptying | 53,001 | 41,677 | 11,324 | 79% |
| 2001 | Boundary Fences/Walls | 0 | 12,364 | -12,364 | 100% |
| 2101 | Pedestrian Guardrails | 0 | 0 | 0 | 0% |
| 2201 | Traffic Signals | 0 | 0 | 0 | 0% |
| 2301 | Traffic Signs | 18,399 | 18,809 | -410 | 102% |
| 2311 | Illuminated Bollards | 0 | 0 | 0 | 0% |
| 2401 | Vehicle Safety Fence | 24,999 | 1,440 | 23,559 | 6% |
| 2411 | Street Name Plates | 900 | 1,068 | -168 | 119% |
| 2501 | Sweeping and Cleaning | 0 | 0 | 0 | 0% |
| 3201 | Emergency Incidents | 90,000 | 97,791 | -7,791 | 109% |
| 3202 | Summer Standby | 9,000 | 24,685 | -15,685 | 274% |
| | Roads | 746,497 | 900,892 | 92,607 | 121% |
| 1501 | Grass Cutting | 85,119 | 74,010 | 11,109 | 87% |
| 1503 | Weed Spraying | 11,799 | 14,668 | -2,869 | 124% |
| | Amenity | 96,918 | 88,679 | 8,239 | 91% |
| | | | | | |
| | | 1,090,417 | 989,571 | 100,846 | 91% |

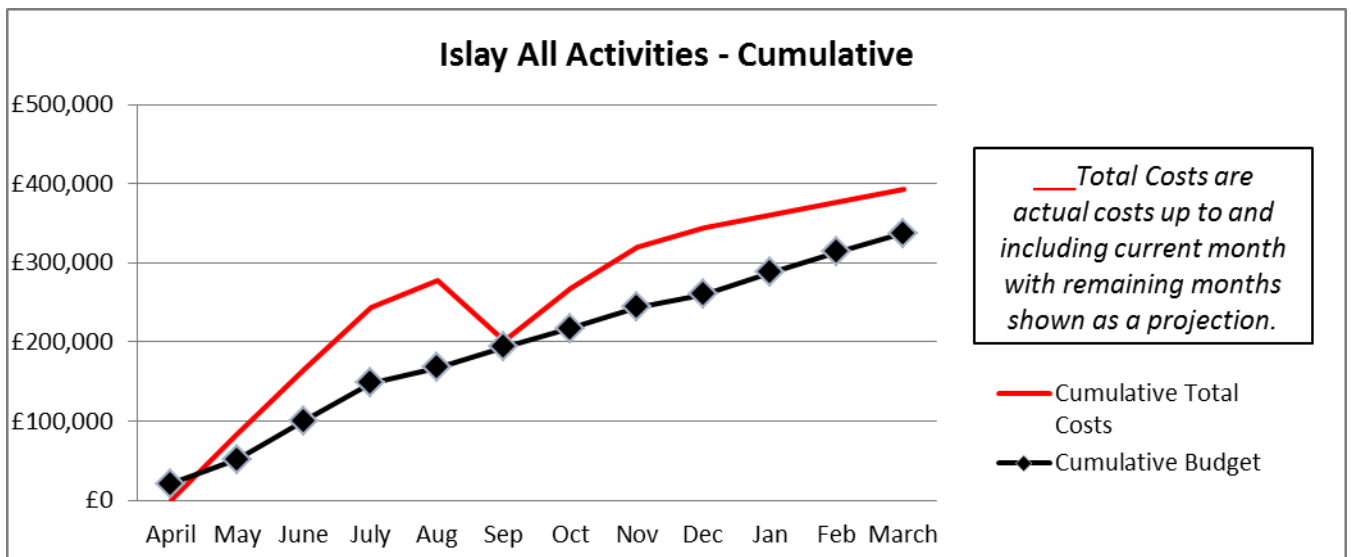
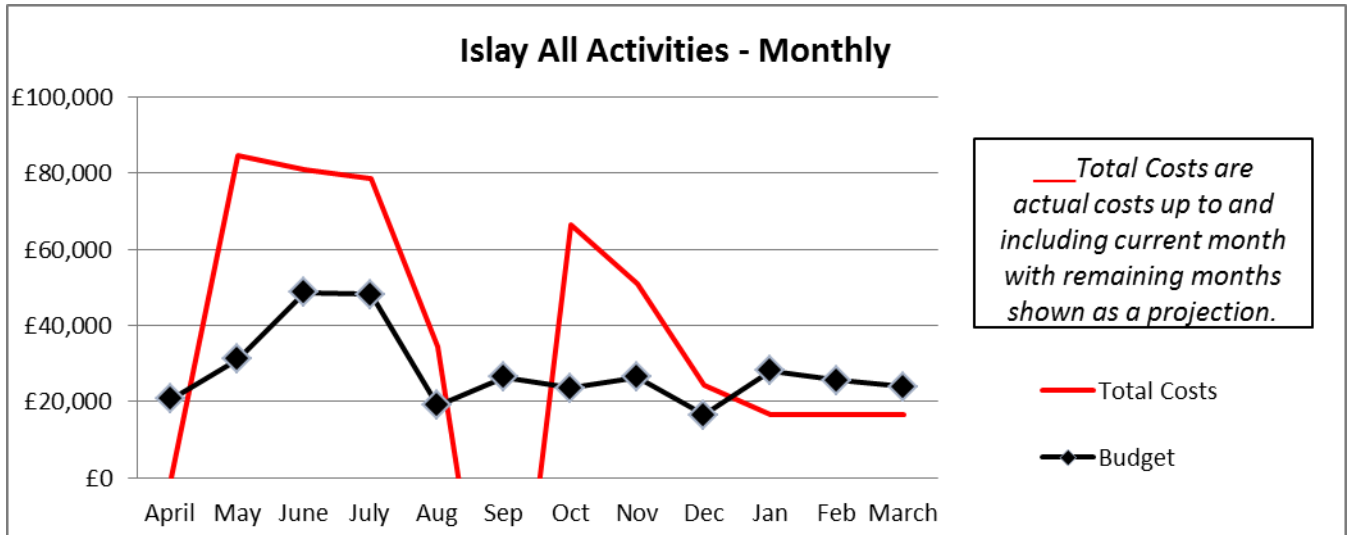
3rd Quarter Spend Profile - 2015/16



3rd Quarter Spend Profile - 2015/16



3rd Quarter Spend Profile - 2015/16



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ARGYLL & BUTE COUNCIL
COMMUNITY SERVICES

MID ARGYLL KINTYRE AND THE ISLANDS
AREA COMMITTEE
3 February 2016

ADULT CARE

1. SUMMARY

- 1.1 The purpose of this report is to provide information and update Area Committee on relevant issues regarding Adult Care within Mid Argyll, Kintyre and the Islands.

This report covers Operations, Resources, Learning Disability and Mental Health.

2. RECOMMENDATIONS

It is recommended that members note this report.

3. DETAIL

3.1 Adult Care Team Performance

3.1.1 Operations as at 28 December 2015

Mid Argyll

| | |
|--|---|
| Number of Unallocated Cases After 5 Working Days | 0 |
|--|---|

| | |
|---|---|
| Number of Care Assessments outstanding over 28 days | 2 |
|---|---|

| | |
|---|---|
| Number of Carers Assessments outstanding over 28 days | 0 |
|---|---|

| | |
|--|-----|
| Number of Adult Care Operational Cases | 159 |
|--|-----|

Kintyre

| | |
|--|---|
| Number of Unallocated Cases After 5 Working Days | 5 |
|--|---|

| | |
|---|---|
| Number of Care Assessments outstanding over 28 days | 3 |
|---|---|

| | |
|---|---|
| Number of Carers Assessments outstanding over 28 days | 0 |
|---|---|

| | |
|--|-----|
| Number of Adult Care Operational Cases | 154 |
|--|-----|

Islay

| | |
|--|---|
| Number of Unallocated Cases After 5 Working Days | 3 |
|--|---|

| | |
|---|---|
| Number of Care Assessments outstanding over 28 days | 0 |
|---|---|

| | |
|---|---|
| Number of Carers Assessments outstanding over 28 days | 0 |
|---|---|

| | |
|--|----|
| Number of Adult Care Operational Cases | 46 |
|--|----|

3.1.2 Learning Disability

Mid Argyll

| | |
|--|---|
| 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 Learning Disability Cases | 39 |
|--|----|

Kintyre

| | |
|--|---|
| 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 Learning Disability Cases | 34 |
|--|----|

3.1.3 Mental Health

Mid Argyll

| | |
|--|---|
| Number of Unallocated Cases After 5 Working Days | 0 |
|--|---|

| | |
|---|---|
| Number of Care Assessments outstanding over 28 days | 2 |
|---|---|

| | |
|---|---|
| Number of Carers Assessments outstanding over 28 days | 0 |
|---|---|

| | |
|--|----|
| Number of Adult Care Mental Health Cases | 34 |
|--|----|

Kintyre

| | |
|--|---|
| Number of Unallocated Cases After 5 Working Days | 0 |
|--|---|

| | |
|---|---|
| Number of Care Assessments outstanding over 28 days | 2 |
|---|---|

| | |
|---|---|
| Number of Carers Assessments outstanding over 28 days | 0 |
|---|---|

| | |
|--|----|
| Number of Adult Care Mental Health Cases | 27 |
|--|----|

3.1.4 Unallocated Cases

Members will note the increase in overdue allocations in Kintyre and Islay, . Mid Argyll Operations remains on target. The Team Lead in Kintyre was unable to allocate the outstanding referrals due to a combination of workloads and leave/absences. So far in January the numbers of unallocated cases has been brought down, in Kintyre to 1.

3.1.5 Assessments outstanding over 28 days

Team Lead in Mid Argyll advises that although concerted efforts are continuing to complete all assessments within 28 days this is proving challenging due to work with individuals who are delayed in hospital, emergency care placements and community care packages which require increases to keep someone safe at home.

3.1.6 File Audits

File audits continue to be prioritised, however Pyramid records show Learning Disability, Mental Health and Operations did not submit the required number during December, although some were written up in early January. Being unable to complete file audits was due to Team Lead workloads and immediate service delivery pressures.

3.1.7 Adult Protection

The number of Adult Protection referrals in MAKI Oct-Dec has increased over previous quarter, with 50% increase in number of Adults at risk so required further investigation. 32 out of 33 referrals were completed within 5 day timescale, again exceeding the 80% target.

| | Referrals | Not an adult at risk | An Adult at risk so further investigated | Case conferences |
|---------|-----------|----------------------|--|------------------|
| Oct-Dec | 33 | 24 | 9 | 2 |

3.2 Joint Performance

The Balance of Care target is 80% of older people being cared for within the community (CIC) and 20% in institutional care (CII). The MAKI December in-year Balance of Care was 76.6% (CIC) and 23.4%(CII). The in-year balance of care has dropped very slightly over last quarter below target. There is a notable difference between local areas of MAKI, Mid Argyll figure is 72.5%(CIC) whilst in Kintyre it is 89.7%. This seems to be due to a combination of factors, the main ones being number of continuing care patients in Mid Argyll, emergency admissions to a care home and a lesser amount of new homecare packages being provided.

Preventing delays in discharging people who are medically fit for discharge from hospital continues to prove challenging. Previously reported as contributing to delays has been the impact of increases in hospital admissions, availability of care packages due to recruitment/retention in care at home sector, a significant growth in service users whose needs for support are high and/or complex and increasing numbers of Adults with Incapacity cases. Recently there have also been difficulties allocating and completing assessments, as seen and discussed in the monitoring figures above. Although delays in being able to safely discharge individuals has been particularly evident in Mid Argyll over the last year there have been similar problems recently in Kintyre. The target we have been working to over the past 18 months is that delays last no more than two (2) weeks, with the ideal that no person's discharge is delayed once they are fit for discharge. At 21st January 2016 there were three (3) individuals whose discharge from acute ward in Mid Argyll was delayed, this is an improvement over position at 22nd October when six (6) people were delayed. On same date in Kintyre there were two (2) individuals whose discharge was delayed whilst awaiting a care

package. All these individuals were awaiting a Community Care Package, and health and social work staff work closely together to try and find solutions for individuals.

In total there are currently 22 individuals waiting for a total of 204 hours homecare support per week in Mid Argyll area. This is up from 16 individuals waiting for 180 hours at time of last report. Quality Improvement are still seeking to finalise a provider for Inveraray, the situation remains of concern and continues to require significant staff time investment in liaising with each other, individuals and their carers in the meantime.

The problem securing packages or increased packages has also grown in Kintyre with 23 individuals awaiting packages or increased packages, an increase from the 19 recorded in the last report. The total hours awaited has increased to 202 from 128 hours per week.

In both areas a number of clients are being provided with interim support through ECCT, which removes or reduces the risk to that individual and/or their carer however this then restricts the amount of reablement activity ECCT staff are able to support.

In both Mid Argyll and Kintyre some locality Integrated Care Fund spend was allocated to setting up a daytime/weekend responder service. These projects will seek to prevent admission to hospital and mean service users without keyholders will be able to have Telecare.

3.3 Resources

3.3.1 Homecare budget

At end December projections for the MAKI homecare budget show a £70,021 overspend. A change to the hourly rates was made in December for internal services, backdated to April 2015. This explains the reversal of an improved situation at the end of last quarter, when an underspend was showing for the first time in many years.

3.3.2 Supported Living budgets

Mental health budget is no longer on target with a £34,432 overspend projected and the Learning disability budget is showing an increase in projected overspend to £43,378. The physical disability budget has improved with the overspend reduced to £3,776. Variations in essential support packages are the reason for changes in supported living budget requirements.

3.3.3 Homecare provision

Service figures for December 2015 are not provided in this report. The new recording system on CareFirst has made extrapolating figures which are robust challenging. Local finance staff will work on this for next quarter if this

level of detail continues to be required by Committee. The loss mid-way through December of one of the Kintyre providers, with their work/clients transferring to more than one provider further complicated the collation of data.

Introducing guaranteed hour contracts for eligible homecare staff is underway, with the initial group of staff notified at end December of their individual positions. Recruiting in future to guaranteed hours may help increase interest in homecare posts. A note of caution is that provider agencies who already offer guaranteed hours have similar recruitment difficulties.

3.3.4 Contract Management Process

Argyll and Bute Council’s Procurement and Commissioning team are responsible for the Contract and Supplier management of these services. This is complimented by the service monitoring and review process carried out by Homecare Procurement Officer and case managers. The Procurement and Commissioning Team carry out quarterly contract management meetings that determine the risk rating of each contract. All contracts are risk registered using a combination of Care Inspectorate grades, service concerns and complaints. Additional monitoring is undertaken as required where risk level increases.

Breakdown of current Care Inspectorate grades are detailed in table below.

| Provider | Care Inspection Grades | | |
|------------------------|-----------------------------|---------------------|--------------------------------------|
| | Quality of Care and Support | Quality of Staffing | Quality of Management and Leadership |
| Internal Homecare MAKI | 4 | 4 | 4 |
| Argyll Homecare | 5 | 5 | 4 |
| Carr Gomm | 4 | 5 | 4 |
| Enable | 5 | 5 | 5 |
| Crossroads | 3 | 3 | 3 |
| Carers Direct | 5 | 4 | 5 |

Care Inspectorate Grades are as follows:

- | | |
|--------------|-------------|
| 6– Excellent | 3- Adequate |
| 5- Very Good | 2- Weak |
| 4- Good | 1- Poor |

Of note is the Quality of Staffing grade for internal homecare increased following recent inspection to 4 (Good). The inspection report did not set any requirements for the service, however the service is expected to continue

progress on complying with a previous requirement in respect of the administration of medication.

3.3.5 Monitoring Arrangements

A robust monitoring programme has been put in place with both the Procurement and Commissioning Monitoring Officer and Homecare Procurement Officers having close contact with the external providers and service users. Case Managers/care co-ordinators review all service users cases on a six monthly basis and any issues identified are raised as a service concern if required.

The third quarter of 2015/16 monitoring activity is detailed below.

| Contact | Total number carried out between 1//72015 and 30/92015 | Council Officer involved |
|---|---|--|
| Review of care needs with service users, family and provider | 124 | Homecare Organiser and/or Care Manager |
| Quarterly Contract and Supplier Meetings with Providers in line with the Scottish Government Guidance on the Commissioning of Care and Support Services | 3 | Procurement and Commissioning Team / Social Work |
| Provider Forums, meetings set up for networking to share good practice and training opportunities. | 1 | Procurement and Commissioning Team/Social Work/NHS |

3.3.6 Service Monitoring Visits

Training has been provided to all Homecare Procurement Officers on individual service monitoring. A schedule of monitoring visits has been agreed and a process to report the outcome of these visits to the Procurement and Commissioning Team has been developed. This information feeds into the quarterly Contract and Supplier monitoring meetings. Over the course of these meetings individual risk ratings are adjusted as required. The monitoring activity and results for the quarter are detailed below

| Number of Spot Checks/Monitoring Visits | Satisfied/Unsatisfied | Service User Comments |
|---|---|--|
| 26 monitoring visits | All clients satisfied with service being provided but a few provided useful comments to improve on the service. | Number of visits should be distributed over a longer period of time. |
| | | Would like a little more feedback if any changes to service |
| | | Carers are fantastic! |
| | | My father says the care is excellent and he feels it couldn't be better he is very happy with the service. |

Monitoring visits for last quarter reverses the downward trend over previous three quarters, with an increase in number of visits by the Homecare Procurement Officer.

3.3.7 Service Concerns

There is a clear service concern process in place. In the third quarter of 2015/16 there were two (2) service concerns raised with Procurement and Commissioning. Both complaints were upheld and related to the behaviour of a care worker who no longer works for the agency.

The anonymous complaint about the internal homecare service made to the Care Inspectorate at time of last report was investigated internally by the Team Leader for Oban Lorne and the Isles. The inspectorate were satisfied with the findings and closed the complaint.

There has been another complaint to the Care Inspectorate, this time related to Islay homecare services, which is now under investigation internally.

3.3.8 Internal Homecare Inspection

Inspection of the service concluded and, as reported above, managed to reinstate the 'good' grading for staffing. The maintenance of the other grades also at 'good' is evidence of the hard work of the team leader, Home Care Organisers and homecare workers in challenging circumstances.

3.4 Staffing

There is still one Home Care Organiser post being acted into in Kintyre as recruitment to it has not been authorised. The acting up arrangement to cover the vacancy has been extended with co-operation of admin service. There continues to be a vacancy for a case manager in Kintyre, one Social Work Assistant is on a training placement for the next 5 months and a Social Work

Assistant in Mid Argyll is about to go on maternity leave. The agency worker who has been energetically leading the Adult Care Operations team in Mid Argyll is about to leave and a replacement being sought.

3.5 Integration

In order to drive integration of health and social care at local level, a Locality Planning Groups (LPG) are being set up in each local area of MAKI. These groups are being set up following Scottish Government guidelines around locality planning, will build on previous work carried out under Reshaping Care for Older People and local service review groups. Locality planning will seek to drive transformational change, delivering on the Health and Social Care Partnership's strategic plan.

There are 3 LPG in MAKI all of which should have had their 1st meeting by the end of February. It is expected that they will have identified the priority work areas by the end of March.

The HSCP will face a major challenge to meet its financial targets during 2016/17 and 17/18 and the LPGs will be at the forefront of driving change within local service provision to maximise efficiency and effectiveness.

3.6 Joint inspection of Older People's Services

The inspection report is not yet available. It will be published on the Care Inspectorate and Health Improvement websites once finalised.

4. **CONCLUSION**

The report provides key information on a range of services and resources provided through MAKI Adult Care Social Work team.

5. **IMPLICATIONS**

| | | |
|------------|-------------------------------------|--|
| 5.1 | Policy | Consistent with national policy on Re-shaping Care of Older People |
| 5.2 | Financial | None |
| 5.3 | Personnel | None |
| 5.4 | Equalities Impact Assessment | None |
| 5.5 | Legal | None |
| 5.6 | Risk | Recruitment and retention of staff has an impact on ability to provide essential care in community services to prevent delayed discharges and enable individuals to remain in their own homes as long as possible. |

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ARGYLL AND BUTE COUNCIL**Mid Argyll, Kintyre and the Islands
Area Committee****Community Services****3 February 2016**

Integration of Health and Social Care

1.0 EXECUTIVE SUMMARY

The purpose of this report is to provide the Mid Argyll, Kintyre and Islay 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 1st 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 1st 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.

ARGYLL AND BUTE COUNCIL

**Mid Argyll, Kintyre and the Islands
Area Committee**

Community Services

3rd February 2016

Integration of Health and Social Care

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 1st 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 1st 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 31st 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 31st 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 .

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 2nd 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 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/) 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 result 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 1st 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 1st April 2016.

Executive Director - Christina West, Chief Officer, Health and Social Care Partnership

Policy Lead - Councillor Mary Jean Devon

05/01/2016

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

Programme Lead Integration

stephen.whiston@nhs.net 01546-605639

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

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
- 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.

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 | | | | |
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| | | | | | | | | | |
| April 2016 – Health and Social Care Partnership launched | | | | | | | | | |
| Next Steps | | | | | | | | | |
| 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 | | | | | | | |
|--|---------------------------|--|--|--|--|--|--|--|

National Standards for Communication

| | |
|--|---|
| <p>THE INVOLVEMENT STANDARD</p> <p>We will identify and involve the people and organisations who have an interest in the focus of the engagement</p> | <p>THE SHARING INFORMATION STANDARD</p> <p>We will ensure that necessary information is communicated between the participants</p> |
| <p>THE SUPPORT STANDARD</p> <p>We will identify and overcome any barriers to involvement</p> | <p>THE WORKING WITH OTHERS STANDARD</p> <p>We will ensure that necessary information is communicated between the participants</p> |
| <p>THE PLANNING STANDARD</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>THE IMPROVEMENT STANDARD</p> <p>We will develop actively the skills, knowledge and confidence of all the participants</p> |
| <p>THE METHODS STANDARD</p> <p>We will agree and use methods of engagement that are fit for purpose</p> | <p>THE FEEDBACK STANDARD</p> <p>We will feedback the results of the engagement to the wider community and agencies affected</p> |
| <p>THE WORKING TOGETHER STANDARD</p> <p>We will agree and use clear procedures that enable the participants to work with one another effectively and efficiently</p> | <p>THE MONITORING AND EVALUATION STANDARD</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.

ARGYLL AND BUTE COUNCIL

MID ARGYLL, KINTYRE and the ISLANDS
AREA COMMITTEE

STRATEGIC FINANCE

3 FEBRUARY 2016

CHARITY AND TRUST FUNDS

1. EXECUTIVE SUMMARY

- 1.1 This report sets out the estimated funding available for distribution of funds for the charities and trust funds of the Mid Argyll, Kintyre and Islay 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 of the Mid Argyll, Kintyre and Islay 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 1/20th 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 3 charities and 20 Trust Funds in the Mid Argyll, Kintyre and Islay area.

| | Registered Charities | Trust funds |
|-----------------------------|----------------------|-------------|
| Mid Argyll, Kintyre & Islay | 2 | 18 |
| Council Wide | 1 | 2 |
| | 3 | 20 |

- 4.3 There are a number of trust funds for which a procedure requires to be established for both the identification of the recipients and the process for distribution of the income. In respect of these funds it is proposed that there be no distribution of income until the procedure has been agreed. Further reports on the distribution procedure will be submitted to future meetings of the area committee for approval.

4.4 Appendix 1 sets out 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

4.5 The reserve policy is to utilise 1/20th 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

| MID ARGYLL, KINTYRE & THE ISLANDS - TRUST FUNDS | | | | | | | | | |
|--|---|-------------------------------------|---------------------------------------|--|-----------------------------------|---|---------------------------------|--|--------------------------------|
| <i>Capital Fund = Original Bequest + Investments</i> | | | | | | | | | |
| 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 £ |
| Coats Bequest Inverchaolin | Cemetery maintenance of family lairs | 300 | 381 | 681 | 4 | 385 | 19 | Transferred to Roads and Amenity Services annually. | 23 |
| Kilmartin New Burial Ground Bequest | Upkeep of burial ground | 300 | 204 | 504 | 2 | 206 | 10 | Transferred to Roads and Amenity Services annually. | 12 |
| Kilmory Lochgilphead Churchyard | For the upkeep of Kilmory Churchyard. Should the Trust lapse, being extended to the poor people of the parish whether paupers or not. | 148 | 12 | 160 | 0 | 12 | 1 | Transferred to Roads and Amenity Services annually. | 1 |
| MacAlister Trust | Upkeep of graves in Tarbert Cemetery | 70 | 20 | 90 | 0 | 20 | 1 | Transferred to Roads and Amenity Services annually. | 1 |
| Latimer McInnes Trust | Upkeep of family lair Kilchousland | 183 | 57 | 240 | 1 | 58 | 3 | Transferred to Roads and Amenity Services annually. | 4 |
| Kilkerran Cemetery | Upkeep of lairs, Kilkerran. | 6,025 | 474 | 6,499 | 40 | 514 | 24 | Transferred to Roads and Amenity Services annually. | 64 |
| Clachan Cemetery Trust | Upkeep of cemetery, Clachan | 5,281 | 10,526 | 15,807 | 73 | 10,599 | 526 | Transferred to Roads and Amenity Services annually. | 599 |
| Campbeltown New Books | For the provision of new books in the Campbeltown library. | 2,000 | 3,615 | 5,615 | 31 | 3,646 | 181 | Transfer to Community and Culture annually for the purchase of books. | 212 |
| Kilmartin War Memorial Fund | Upkeep of Memorial | 38 | 15 | 53 | 0 | 15 | 1 | Transferred to Roads and Amenity Services annually. | 1 |
| A T Ross Bequest | To be applied to Ardfenaig Home, Ardrishaig. | 6,286 | 1,780 | 8,066 | 40 | 1,820 | 89 | Transferred to Adult Care annually. | 129 |
| Campbell Bequest | To be distributed to the poor of the Parish of Kildalton and Oa. | 50 | 2,770 | 2,820 | 10 | 2,780 | 139 | No distribution until further consideration on the process for identification of recipients. | 149 |
| McNeill Bequest | To be distributed to the poor of the Parish of Kildalton and Oa. | 100 | 3,978 | 4,078 | 15 | 3,993 | 199 | No distribution until further consideration on the process for identification of recipients. | 214 |
| MacAllister Mortification | To be invested in heritable security for the poor of the Parish of Killeen & Kilkenzie. | 1,100 | 3,249 | 4,349 | 17 | 3,266 | 162 | No distribution until further consideration on the process for identification of recipients. | 179 |

| George Melville Duncan Bequest | Purpose of Trust is to provide fuel/clothing/food for the poor in Campbeltown. | 17,000 | 67,953 | 84,953 | -280 | 67,673 | 3,398 | Invitation to make application are requested annually for £25. Vouchers are to be redeemed in local shop participating in the scheme. | 3,118 |
|--------------------------------------|--|--|--------------------------------|-------------------------------------|----------------------------|--------------------------------------|--------------------------|---|-------------------------|
| Fisher Bequest | For the poor of Inverary. | 50 | 327 | 377 | 1 | 328 | 16 | No distribution proposed. | 17 |
| Kintyre Youth Fund | To assist the youth of Kintyre. | 21,195 | 4,139 | 25,334 | 280 | 4,419 | 207 | Advise schools and youth groups of funds and invite bids. | 487 |
| Hutcheson Memorial Trust | Prize for Maths in Campbeltown Grammar. | 104 | 164 | 268 | 1 | 165 | 8 | Paid to the Campbeltown Grammar School school funds annual. | 9 |
| May Paterson Trust | Prize for business studies in Campbeltown Grammar. | 250 | 229 | 479 | 1 | 230 | 11 | Paid to the Campbeltown Grammar School school funds annual. | 12 |
| | | 60,480 | 99,893 | 160,373 | 236 | 100,129 | 4,995 | | 5,231 |
| Registered Charitable Trusts | | <i>Capital Fund = Original Bequest + Investments</i> | | | | | | | |
| 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 £ |
| Library Endowment Fund | For the upkeep of reading room in Campbeltown. | 5,000 | 49,223 | 54,223 | 213 | 49,436 | 2,461 | Transfer to Community and Culture annually. | 2,674 |
| David Andrew Greenlees Trust | For the Poor of Campbeltown and the Workhouse Hospital there. | 8,702 | 22,498 | 31,200 | 27 | 22,525 | 1,125 | No distribution until further consideration on the process for identification of recipients. | 1,152 |
| | | 13,702 | 71,721 | 85,423 | 240 | 71,961 | 3,586 | | 3,826 |
| TOTAL OF ALL MAKI TRUST FUNDS | | 74,182 | 171,614 | 245,796 | 476 | 172,090 | 8,581 | | 5,231 |

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 | No distribution until further consideration on the process for identification of recipients. | 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 |
| TOTAL OF COUNCIL WIDE TRUST FUNDS | | 321,859 | 151,886 | 473,745 | 8,786 | 160,672 | 8,034 | | 16,820 |

ARGYLL AND BUTE COUNCIL

MAKI AREA COMMITTEE

DEVELOPMENT AND INFRASTRUCTURE SERVICES

3rd February 2016

MID ARGYLL, KINTYRE AND THE ISLANDS ECONOMIC DEVELOPMENT ACTION PLAN 2015/16 - UPDATE

1. EXECUTIVE SUMMARY

- 1.1** The purpose of this paper is to provide members of the MAKI Area Committee with an update with regard to the progress of the actions and success measures in the MAKI Economic Development Action Plan (EDAP), 2015/16.
- 1.2** The content of the MAKI EDAP aligns with the Single Outcome Agreement (SOA) Delivery Plans developed by the Community Planning Partnership.
- 1.3** It is important to note that the MAKI EDAP is a working document so that economic opportunities can be captured and addressed as they arise during 2015/16.
- 1.4** The following recommendations are for consideration:

 - The MAKI Area Committee members note the updates provided in this paper.
 - The MAKI Area Committee members agree that an officer attends the MAKI Area Committee to provide a detailed update on an annual basis given that many of the projects and areas of work require sufficient time to be developed to a point where there is something meaningful to report. However, a quarterly update as in the format outlined in **Appendix 1** of this report will be provided to the MAKI Area Committee.

MAKI ECONOMIC DEVELOPMENT ACTION PLAN 2015/16 – UPDATE

2. INTRODUCTION

2.1 The purpose of this paper is to provide members of the MAKI Area Committee with an update with regard to the progress of the actions and success measures in the MAKI Economic Development Action Plan (EDAP), 2015/16.

3. RECOMMENDATIONS

3.1 The MAKI Area Committee members note the MAKI EDAP provided in this paper

3.2 The MAKI Area Committee members agree that an officer attends the MAKI Area Committee to provide a detailed update on an annual basis given that many of the projects and areas of work require sufficient time to be developed to a point where there is something meaningful to report. However, a quarterly update as in the format outlined in **Appendix 1** of this report will be provided to the MAKI Area Committee.

4. MAKI EDAP UPDATE

4.1 Following approval by the Area Committee in August 2015 of the MAKI EDAP, officers continue to work to implement the key actions. As members will be aware many of the actions are reliant upon partnership working with our Community Planning Partners. Many of the actions will be taken forward over a 12 month timeframe and therefore whilst an update can be given to each MAKI Area Committee meeting a more meaningful update would be given over a twelve month period. The update outlined in **Appendix 1** provides a tabular presentation to include comments on progress for each of the actions and success measures under the four headings of competitive, collaborative, compelling and connected MAKI.

5. CONCLUSION

5.1 The MAKI EDAP is a working document for 2015/16 and officers continue to work and focus on the delivery of the actions with key partners.

6 IMPLICATIONS

6.1 The implications for the MAKI Area Committee are as outlined in **Table 7.1** below.

| Table 6.1: Implications for the MAKI Area Committee | |
|--|--|
| Policy | The MAKI EDAP 2015/16 (and subsequent in-year plans) must align and adhere, as appropriate, to the overarching EDAP, 2013-2018, Local Development Plan and the SOA Local/SOA Delivery Plans. |
| Financial | The MAKI EDAP will ensure that the area's resources are allocated efficiently and effectively with regard to the economic development priorities and ambitions for MAKI. There will need to be annual consideration of best alignment between resources and priorities. |
| Legal | All legal implications at project level will be taken into consideration. |
| HR | The MAKI EDAP priorities will be resourced in terms of staff time in the context of the Council's annual service planning process and through shared staff resource discussions with Community Planning Partners. |
| Equalities | The MAKI EDAP will comply with all Equal Opportunities policies and obligations. |
| Risk | If the MAKI EDAP for 2015/16 is not approved, then there will be no clear focus on or understanding of the economic development activities, and the associated resources, that will have the greatest beneficial economic impact for the area over the next three financial years. |
| Customer Service | The MAKI EDAP will provide internal and external customers with a clear articulation of the key priorities for developing the MAKI economy, thereby facilitating focus, effective resource planning and partnership working at the local level. |

Pippa Milne, Executive Director of Development and Infrastructure

Policy Lead, Councillor Aileen Morton

For further information contact:

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

**Appendix 1: Mid Argyll, Kintyre & the Islands Economic Development Action Plan, 2015/16,
Progress to Date (January 2016)**

Mid Argyll, Kintyre and the Islands Economic Development Action Plan, 2015/16 (working document)

By 2024, Mid Argyll, Kintyre and the Islands will be:

- A **better connected and accessible place** with improved ferry services, road, rail, air and active travel links together with improved telecommunications networks and broadband coverage.
- A place of **outstanding natural and built heritage** with enhanced natural assets and green networks linking the Main Towns to the adjacent countryside and effective use of its key assets such as Kilmartin Glen Heritage and the Crinan Canal.
- A place that can offer a **wide range of housing choices** in places with modernised essential services and infrastructure with a focus on larger scale growth in Campbeltown, Lochgilphead/Ardrihaig, Tarbert, Bowmore and Inveraray.
- A **competitive place better connected to the global economy** – with thriving local communities that provide an incentive for businesses to locate to, particularly at the community owned Machrihanish Green Technologies Business Park and at the expanded Kilmory Strategic Business site together with major tourism developments at Tarbert, Craobh Haven and Machrihanish.
- A **greener place** with numerous community led smaller scale renewable energy projects and larger scale commercial off shore wind, wave and tidal projects that have helped grow the local and national economy.

Overview

This area is famous for historic sites such as Dunadd and Kilmartin Glen (the influence for the landscape in the Oscar winning film, *Brave*); the malt whiskies of Campbeltown, Islay and Jura; and is emerging as a key location for aquaculture, forestry and tourism with investments in golf and high quality accommodation. Also, the successful community buy-out of the Machrihanish Airbase has the potential to offer significant investment opportunities, such as the location for the European Spaceport.

With a mixed picture for population decline in this central part of Argyll, the main towns of Campbeltown and Lochgilphead/Ardrihaig perform a crucial role in delivering economic opportunities for the wider area. In particular, the main town of Campbeltown offers the potential for significant economic growth, through established and emerging industries such as tourism, forestry and food and drink. Furthermore Campbeltown/Machrihanish is an important national hub for the renewable energy industry with significant private and public investment and the harbour's proximity to the Irish Sea and Atlantic and nearby off-shore developments, such as the Sound of Islay Tidal Device. This potential could be better realised through better connectivity, such as the re-establishment of the vehicular ferry link to Northern Ireland for example. While still economically fragile, the thriving islands of Islay and Jura are also well placed to take advantage of the emerging off shore energy industry and continue to diversify their economic base as new opportunities present themselves. Elsewhere, there is also potential for sustainable economic growth given the area's outstanding natural, built and cultural environment with a focus on communities such as Tarbert, Gigha, Craobh Haven and Kilmartin Glen. There is also potential for supporting the sustainable growth of the well-established aquaculture industry, through both new developments within marine sites and associated hatcheries and processing.

Overarching Challenge, Actions and Success Measures for Mid Argyll, Kintyre and the Islands

The overarching challenge for the Mid Argyll, Kintyre and the Islands economy, aligned to the whole of Argyll and Bute, is to reverse the overall decline in population while rebalancing from aging to young/working age residents by achieving positive net migration. (Current projections suggest a decline of 14% of the Mid Argyll, Kintyre and the Islands population by 2037; with a forecast that the working age population will fall by 22%).

As noted above a key focus for the Mid Argyll, Kintyre and the Islands economy is the food and drink sector. This has been verified by the Compelling Argyll and Bute and its Administrative Areas study, July 2015, where there has been a positive change in the employment opportunities (up by 100, source Business Register Employment Survey (BRES), 2013) with regard to the food and drink sector over the period, 2009-2013 for the Mid Argyll, Kintyre and the Islands area.

A principal requirement for attracting labour from outside the region is the availability of affordable housing. It should be noted that Mid Argyll, Kintyre and the Islands has a much higher proportion of second homes than the national and regional average (which can drive up the cost of private houses) coupled with a good stock of vacant social rented housing, particularly in Campbeltown.

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

- To undertake a **mapping of the food and drink industry** in the area, with input from the above study, the private sector and partner agencies, such as Highlands and Islands Enterprise and Scotland Food and Drink, to show where these employment opportunities are located and the skills requirements in order to fill such opportunities.

Progress to date, January 2016: aligned to the recent sub regional Economic Baseline for MAKI in the Compelling study report the mapping of the food and drink industry will still be taken forward during 2015/16 and into 2016/17.

- A similar **mapping exercise** should also be undertaken for the **forestry sector**, with input from the Argyll and Bute Timber Transport group and relevant partner agencies.

Progress to date, January 2016: On the back of the Compelling study, the Argyll and Bute Employability Partnership has reviewed how to tap into forestry skills development and training opportunities as outlined in the Forestry Skills Action Plan currently being prepared by the Forest Skills and Technology Group (led by the School of Forestry in Inverness and SDS). The mapping of the MAKI forestry industry will still be taken forward during 2015/16 and into 2016/17.

- Using the evidence from the Compelling study, work with partners such as AITC in order to **promote the food and drink sector** in the area coupled with the tourism/heritage offering. In particular, focus should be given to the promotion of the remote rural island communities across the area.

Progress to date, January 2016: this work will now be advanced in more detail with input from the new Promotions and Marketing Officer who started the Economic Development and Strategic Transportation on Monday, 18th January 2016.

Discrete actions and success measures which fit with and will contribute to the overarching issues are detailed below in the Mid Argyll, Kintyre and the Islands Economic Development Action Plan, 2015/16.

Competitive Mid Argyll, Kintyre and the Islands – Progress to Date (January 2016)

| Theme – A Competitive Mid Argyll, Kintyre and the Islands | | | | |
|---|---|--|--|--|
| Business Growth | | | | |
| Ref (SOA, CO & SO) | Outcome (by year 5) | Actions to achieve outcome | Success measures (in year) | Progress to January 2016 |
| 1.1.4, 1.7.1, CO1 & ET01 | Thriving and successful groups within the Mid Argyll, Kintyre and the Islands area. | Business Gateway Advisers and other appropriate Argyll and Bute Council staff to provide support and guidance to any potential groups in the Mid Argyll, Kintyre and the Islands area. | Business Gateway to conduct a roadshow across the Mid Argyll, Kintyre and the Islands business community during 2015/16 to promote available business support. | <p>The Head of Economic Development & Strategic Transportation accompanied by Business Gateway staff undertook three meetings with businesses across the MAKI area during November and December 2015, with a focus on the findings of the Compelling Argyll and Bute and its Administrative Areas study as follows:</p> <ul style="list-style-type: none"> • Business Lunch, Loch Fyne Hotel, Inveraray, Tuesday, 24th November. • Business Breakfast, Ardsheil Hotel, Campbeltown, Friday, 6th December. • Business Breakfast, Enterprise Centre, Lochgilphead, Thursday, 10th December 2015. <p>The feedback from each of these sessions has been collated. In general there was broad agreement on the main themes emerging out of the Compelling study. However a number of specific issues were raised and these are being followed up with the individuals concerned. Some issues across the MAKI area were:</p> <ul style="list-style-type: none"> • infrastructure improvements required, including road links to the Central Belt (A83), greater coverage of superfast broadband and mobile connectivity (although improving in some areas); • investment in social infrastructure i.e. leisure and entertainment aligned with employment/training opportunities, to help retain young people in the area; and • further promotion and use of the area’s tourism assets, such as the Crinan Canal, Mid Argyll. <p>Follow-up events will be held with businesses in six months’ time.</p> |
| | | To establish why the conversion rate of business start-up enquiries to actual starts differs between and within administrative areas. | Undertake study to report on conversions rates for Mid Argyll | Research work undertaken for Business Gateway by IBP Research during the third quarter of 2015/16. The findings will be collated into a discrete report. |

| Place: Town Centre/Heritage Regeneration in Mid Argyll, Kintyre and the Islands | | | | |
|---|---|--|--|---|
| Ref (SOA, CO & SO) | Outcome (by year 5) | Actions to achieve outcome | Success measures (in year) | Progress to January 2016 |
| 2.6.1, CO11 & ET02 | Regenerate our main town of Campbeltown building on the CHORD Programme and the Townscape Heritage Initiative in a manner that optimises sustainable economic growth. | Expenditure of residual CHORD funding to conclude CHORD programme and support regeneration outcomes. | Completion of Campbeltown Berthing Facility May 2016. | New Campbeltown berthing facility returns positive report on business generated since opening in late June. A discrete report on the performance of the berthing facility will be presented at a MAKI Business Day. The Campbeltown CHORD financial position will be outlined in a separate report to the MAKI Area Committee. |
| | | Delivery of the outstanding priority projects within the Campbeltown Town Heritage Initiative (THI): Town Hall and Main Street/Cross Street. | Completion of the THI projects: Town Hall and Main Street/Cross Street by November 2015. | Final THI projects now due for completion, April 2016. |
| | | Develop and delivery Campbeltown CARS Round 6 (April 2015 to March 2020). | Construction works at 10-20 Longrow South (Campbeltown CARS priority building). To be completed by November 2015. | CARS grants approved at the Special MAKI Area Committee, January 2016 with works commencing shortly at 10-20 Longrow South. |
| 2.6.1, 1.3.1, CO11 & ET02, LDP Areas for Action (AFA) 12/1 and 12.5. | Regenerate the main towns of Ardrishaig (including the Crinan Canal) and Lochgilphead. | Preparation of an Investment Plan for Mid Argyll. | Identification of key priority projects within Mid Argyll which will feed into the Mid Argyll Investment Plan being developed by the Mid Argyll Chamber of Commerce (August/September 2015). | Being advanced by Mid Argyll Chamber of Commerce: Project Officer, with input from the Council and HIE. Shared copies of the Compelling study to assist in identifying future actions. |
| | | Lochgilphead and Ardrishaig (including the Crinan Canal) identified as an Areas for Action within the Local Development Plan where a Charrette process will be developed during 2015/16. | Charrette/'Planning for Real' process developed in Lochgilphead during 2015/16. | Memorandum of Understanding with Scottish Canals and the Council agreed at the EDI Committee in November 2015. Charrette funding for the Crinan Canal secured from the Scottish Government. This Charrette is a key focus of the Mid Argyll Regeneration Initiative. In partnership with Scottish Canals (Lead Partner), the Ardrishaig and Lochgilphead Community Councils and associated Trusts and the Council Projects & Renewables and Development Policy Teams are currently developing the Charrette where the main purpose is to draw up a plan and place-making strategy to drive economic growth along the canal corridor focusing on key locations including Lochgilphead and Ardrishaig. The Crinan Channel Charrette is most likely to take place during March 2016 (tender to be issued by Scottish Canals mid-January 2016). |
| | | Preparation of Kilmory Industrial Estate Masterplan | Completion of Kilmory Industrial Estate Masterplan, July 2016. | The Kilmory Industrial Estate Masterplan will be presented at a MAKI Business Day in order to gather members' comments on the draft masterplan. At the same time the masterplan will go for public comment. |

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

| Place: Town Centre/Heritage Regeneration in Mid Argyll, Kintyre and the Islands | | | | |
|--|--|--|---|--|
| Ref (SOA, CO & SO) | Outcome (by year 5) | Actions to achieve outcome | Success measures (in year) | Progress to January 2016 |
| 2.6.1, 1.3.1, CO11 & ET02, LDP Areas for Action (AFA) 12/1 and 12.5. | Regenerate the main towns of Ardrishaig (including the Crinan Canal) and Lochgilphead. | Delivery of Dalriada Arts and Culture project. | Advance proposal for the delivery of the Dalriada Arts and Culture project on vacant land at Baddens, just outside Lochgilphead. | Being advanced by Dalriada Arts and Culture Group. |
| 1.3.1, CO11 & ET02, AFA 13/1 and 13/2 | Regenerate our key settlement locations: Inveraray, Bowmore and Tarbert. | Delivery of Conservation Area for Regeneration Scheme (CARS) in Inveraray. | Delivery of CARS five-year funding programme. Commencement of one priority building on site during 2015/16. | Inveraray CARS, 9 small grants approved. January 2016 MAKI Committee approved 4 priority building CARS grants: Relief Land, Ark Land, Chamberland and Temperance. Grant approved for Community Hall to undertake an Options Appraisal. Consultants appointed and Options Appraisal due for completion by end of March 2016. |
| | | Support Kilmartin Museum aligned to the CPP Single Outcome Agreement. | Resubmitted Stage 1 of Heritage Lottery bid in April 2015. Outcome of Stage 1 bid has been successful (July 2015). Now invited to submit a Stage 2 bid. | HLF Stage 1 approval granted. Working with Kilmartin Museum Trust to take forward the HLF Stage 2 bid. |
| | | Regeneration of Bowmore. | Delivery of Phase 2 of the Bowmore Masterplan (10 affordable houses) by March 2016. | Bowmore expansion – 20 houses opened and 10 under construction. 17 new affordable houses at Port Ellen green field site on Islay now under construction. Thus over 50 new affordable houses provided on Islay over last two years. |
| Place: Strategic Sites | | | | |
| Ref (SOA, CO & SO) | Outcome (by year 5) | Actions to achieve outcome | Success measures (in year) | Progress to January 2016 |
| 1.2.4, CO14 & ET03 | Campbeltown/Machrihanish (NRIP site) – promoting development of harbour and working with Machrihanish Airbase Community Company (MACC) Limited to realise potential. | Machrihanish Strategic Business Site. Submission of bid for European Spaceport at Machrihanish. | Argyll and Bute Council signs Spaceport consortium agreement with MACC 2015/16. Secure the European Spaceport for Machrihanish during 2015/16 (subject to external decisions). | MACC now moving to Stage 2 of the UK Spaceport with the Machrihanish site still offering some of the key criteria identified in the latest publication by the UK Space Agency. Work is due to be completed soon on a feasibility study to inform the Stage 2 Bid that has been prepared through MACC with assistance from Argyll and Bute Council and HIE. This report is highly technical in nature and will be presented to members in due course. |

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

| Sustainable Economic Assets: Priority One - Renewable Energy in Mid Argyll, Kintyre and the Islands | | | | |
|---|---|---|--|--|
| Ref (SOA, CO & SO) | Outcome (by year 5) | Actions to achieve outcome | Success measures (in year) | Progress to January 2016 |
| 1.5.3, CO14 & ET03 | Optimise the renewable energy potential for the benefit of Mid Argyll, Kintyre and the Islands, to ensure we have a thriving, sustainable renewable energy sector with well-developed local supply chains and community benefits. | Work with key stakeholders to ensure that potential renewable energy within Mid Argyll, Kintyre and the Islands is developed to promote sustainable economic growth. | Argyll and Bute Renewables Alliance (ABRA) to meet in May 2015 and September 2015. ABRA to focus on shaping proposals during 2015/16 to actively and proactively promote Campbeltown as a Renewables Hub. Community Renewables Seminar to be held in Lochgilphead, during 2015/16 – date to be confirmed. | ARBA September 2015 meeting postponed until 17 th February 2016. Seminar delivered successfully in partnership with Local Energy Scotland. 50 delegates attended. See Council website: http://www.argyll-bute.gov.uk/crop-benefits-community |
| | | Scottish Islands Federation (SIF) in partnership with Argyll and Bute Council to support individuals and organisations on Gigha to develop an Island Sustainable Energy Action Plan through the SMILEGOV project. | Preparation of an Island Sustainability Energy Action Plan for Gigha during 2014/15 and 2015/16 through the SMILEGOV project. Finalised for delivery by September 2015. | Completed. Undertaken by SIF. |
| Sustainable Economic Assets: Priority Two – Tourism, Quality Food and Drink and Forestry in Mid Argyll, Kintyre and the Islands | | | | |
| Tourism in Mid Argyll, Kintyre and the Islands | | | | |
| Ref (SOA, CO & SO) | Outcome (by year 5) | Actions to achieve outcome | Success measures (in year) | Progress to January 2016 |
| 1.6.1, CO1 & ET01 | Move industry up the value chain, extend season and improve profile and propositions. | Work with local and national partners to stimulate tourism investment across the Mid Argyll, Kintyre and the Islands area. | Promotion of the Loch Fyne Viking Festival June 2015 linking up different communities across the Mid Argyll. Delivery of the Islay, Jura and Colonsay – tourism business survey with existing and non-members; leading to the production of a new member benefits statement and the development of a new website based on the Explore Argyll model. Liaison between Explore Kintyre and Gigha and Explore Campbeltown groups seeking to develop a board, website and membership. | Nominal funding contribution from the Economic Development to support the Loch Fyne Viking Festival in June 2015. (Notification that this Festival will not take place in 2016 as it is hoping to grow in future years) AITC: launch of the Argyll and the Isles 2020 Tourism Rocket at Machrihanish on 21 st October 2015. Argyll and the Isles Business Barometer survey (tourism related business activity). Quarterly updates on business performance and confidence compared with the same quarter the previous year. AITC: Freelance Development Agent for Mid Argyll, Kintyre and the Islands to address Area Committee on local tourism activity at a future date. |

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

| Tourism in Mid Argyll, Kintyre and the Islands | | | | |
|--|---|--|---|---|
| Ref (SOA, CO & SO) | Outcome (by year 5) | Actions to achieve outcome | Success measures (in year) | Progress to January 2016 |
| 1.6.1, CO11 & ET02 | Develop cruise ship market value chain across Argyll and Bute and improve profile. | In partnership with AITC, Argyll and Bute Council to develop a clear marketing proposition for Mid Argyll, Kintyre and the Islands for cruise ships companies, including cultural and leisure activities. | In partnership with AITC, Argyll and Bute Council to develop a clear marketing proposition for Mid Argyll, Kintyre and the Islands for cruise ships companies, including cultural and leisure activities. | AITC: Freelance Development Agent for Mid Argyll, Kintyre and the Islands to address Area Committee on local tourism activity at a future date. |
| 1.6.1, CO1 & ET01 | Argyll Coastal Waters project delivery. | Argyll and Bute Council to work in partnership with AITC to continue to promote the Argyll Sea Kayak Trail during 2015/16 | Delivery of Kayak Trail PR event at the Community Centre, Lochgilphead, on 23 rd June 2015. | Kayak Trail completed and promotion ongoing. New Promotions and Marketing Officer to start with Economic Development and Strategic Transportation on Monday, 18 th January 2016. |
| Quality Food and Drink in Mid Argyll, Kintyre and the Islands | | | | |
| Ref (SOA, CO & SO) | Outcome (by year 5) | Actions to achieve outcome | Success measures (in year) | Progress to January 2016 |
| 1.1.4, CO1 & ET01 | Sustainable food and drink supply chain that adds value across all its key components, primary producers to processors, in order to generate growth and wealth for Mid Argyll, Kintyre and the Islands. | Promotion and provenance of Argyll and Bute meats. | Delivery of a Hill Farming Conference, September 2015. | Completed. Conference took place in Oban in October 2015. Key outcomes were presented to a meeting of the Argyll and the Isles Agriculture Forum in December 2016. |
| Forestry in Mid Argyll, Kintyre and the Islands | | | | |
| Ref (SOA, CO & SO) | Outcome (by year 5) | Actions to achieve outcome | Success measures (in year) | Progress to January 2016 |
| 1.1.4, CO1 & ET01 | Optimise the opportunities to add and retain value to the timber product within Mid Argyll, Kintyre and the Islands. | Develop a skilled workforce in Mid Argyll, Kintyre and the Islands, geared to future forest management and processing requirements, but also reflecting the development of the biomass sector and specialist niche activities. | Complete a mapping study of the forestry sector in 2015/16 in order to assess the untapped demand, with a focus on processing activities and innovative technologies. | On the back of the Compelling study, the Argyll and Bute Employability Partnership has reviewed how to tap into forestry skills development and training opportunities as outlined in the Forestry Skills Action Plan currently being prepared by the Forest Skills and Technology Group (led by the School of Forestry in Inverness and SDS). The mapping of the MAKI forestry industry will still be taken forward during 2015/16 and into 2016/17. |

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

Connected Mid Argyll, Kintyre and the Islands

| Theme – A Connected Mid Argyll, Kintyre and the Islands | | | | |
|---|--|---|---|---|
| Digital Connectivity/Utilities in Mid Argyll, Kintyre and the Islands | | | | |
| Ref (SOA, CO & SO) | Outcome (by year 5) | Actions to achieve outcome | Success measures (in year) | Progress to January 2016 |
| 2.2.1, CO11 & ET02 | Superfast broadband to 85% – 90% of the population by 2020. | Argyll and Bute Council will work closely with HIE to ensure the success of their digital infrastructure project across Mid Argyll, Kintyre and the Islands. Argyll and Bute Council will work closely with Community Broadband Scotland to ensure that communities receive the 2mbps broadband provision. | Argyll and Bute interests are safeguarded and the HIE project meets its targets for Argyll and Bute, including Mid Argyll, Kintyre and the Islands Maximise the £5 million funding available from Community Broadband Scotland. Progressing Giga+ Argyll in Colonsay, Islay, Jura and Craignish during 2015/16. Superfast broadband - Campbeltown and Lochgilphead in the summer of 2015. | An overarching report on digital and mobile connectivity was presented to the MAKI Area Committee, December 2015. |
| 2.2.2, CO11 & ET02 | Improved mobile phone signal quality and coverage levels throughout Argyll and Bute. | Identify the impacts of various mobile providers' development plans on coverage across Argyll and Bute. Develop plans with partner organisations to work with the industry to maximise coverage across Argyll and Bute. | Continue to influence mobile phone providers to upgrade coverage across Argyll and Bute, including Mid Argyll, Kintyre and the Islands. | |
| 2.3.1, CO11 & ET02 | Grid – Improvements to transmission network and resilience | Argyll and Bute Council communicates needs to the national grid. Hunterston to Carradale subsea cable link. Crossaig to Hunterston subsea cable (double circuit 220kV, 240MVA) in construction. Crossaig to Carradale 132kV overhead line rebuild in construction. | Through ABRA continue to influence the National Grid to increase capacity on the network. Completion of subsea cable link and associated onshore infrastructure by 2015. | Actions to be updated by SSE at the next ABRA meeting on 17 th February 2016. |

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

| Transport Infrastructure: Road, Ports and Harbours/Ferries Transport in Mid Argyll, Kintyre and the Islands | | | | |
|---|--|--|---|---|
| Road | | | | |
| Ref (SOA, CO & SO) | Outcome (by year 5) | Actions to achieve outcome | Success measures (in year) | Progress to January 2016 |
| 2.1.2, CO11 & ET02 | Road – upgrade and maintain council road network and for trunk roads (A82, A83). | Participation in working groups e.g. A83 Marketing Taskforce Group, Transport Scotland A83 Working Group and Argyll Timber Transport Group. | Roads asset planning and maintenance strategy aligned to the preparation of an Infrastructure Action Plan with the inclusion of the Mid Argyll Kintyre and the Islands area during 2015. | Regular updates provided to the MAKI Area Committee by Road and Amenity Services. |
| Port and Harbours/Ferries | | | | |
| Ref (SOA, CO & SO) | Outcome (by year 5) | Actions to achieve outcome | Success measures (in year) | Progress to January 2016 |
| 2.7.4, CO11 & ET02 | Realise greater economic development benefit from our ports and harbours and explore opportunities arising from Scottish Ferries Plan and safeguard Argyll and Bute Council's interests. | Argyll and Bute Council works with Transport Scotland to explore the transfer of Council ferry services (addressing the capacity issues for specific crossing such as the Islay/Jura ferry service). Argyll and Bute Council to continue to work with CalMac Ferries Ltd and Transport Scotland to operate Campbeltown to Ardrossan ferry service pilot scheme. | Transfer of responsibility of Council operated ferry services to TS in 2015/16. Continuation of ferry service beyond the conclusion of the pilot scheme in 2015. Growth in passenger numbers by 5% during 2014/15. | Ongoing. Scottish Government has announced that the current ferry service will be continued on a permanent basis during the summer months. |

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

| Cycling and Walking | | | | |
|---|--|--|---|--|
| Ref (SOA, CO & SO) | Outcome (by year 5) | Actions to achieve outcome | Success measures (in year) | Progress to January 2016 |
| 2.1.2, 2.1.4, CO11 & ET02 | Improve cycling network across Argyll and Bute and improve active travel network, for example, Kintyre Way, Core Paths Plan, 2013. | Market and promote local cycle/walking routes through improved signage and maps for key Mid Argyll, Kintyre and the Islands towns. | Complete mapping project for Ardrishaig and Lochgilphead and active travel signage project for Campbeltown by March 2016. Undertake a feasibility study to investigate improved access to the Crinan Canal bank in Lochgilphead by March 2016. | Mapping going out to tender for Ardrishaig and Lochgilphead. Active signage for Campbeltown is postponed due to the extent of the work and time available following initial survey work. Looking to come back in 2017. Draft feasibility study completed. Looking to prepare action plan. |
| Argyll and Bute Transport Connectivity and Economy Study | | | | |
| Ref (SOA, CO & SO) | Outcome (by year 5+) | Actions to achieve outcome | Success measures (in year) | Progress to January 2016 |
| 2.1.2, CO11 & ET02 | Integrated sustainable transport networks. | Assess the extent to which transport connectivity between the five main population and economic centres (Campbeltown, Dunoon, Lochgilphead, Oban and Rothesay), and to these from the Glasgow/Inverclyde area, has a real impact on businesses, service providers, and the potential for future economic growth. (Identifying problems). Consider the scope for major transformative investments in transport infrastructure to produce transformative economic impacts. (Identifying opportunities). | Completion of study by September 2015. Report to the Argyll and Bute Community Planning Management Committee, autumn 2015. | Study completed by HIE, led by the HIE Senior Development Manager - Transport. Reported to Community Planning Partners. |

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

Collaborative Mid Argyll, Kintyre and the Islands

| Theme – A Collaborative Mid Argyll, Kintyre and the Islands | | | | |
|--|---|--|--|---|
| European Policy and Funding 2014-2020: Argyll and the Islands LEADER Programme | | | | |
| Ref (SOA, CO & SO) | Outcome (by year 5) | Actions to achieve outcome | Success measures (in year) | Progress to January 2016 |
| 3.6.3, CO1 & ET01 | Maximise European funding and Argyll and Bute’s policy influence in order to promote sustainable economic growth and regeneration across Mid Argyll, Kintyre and the Islands. | Launch of the Argyll and the Islands LEADER/EMFF (European Marine and Maritime Fund) programme, 2014-2020. | <p>Appoint LEADER/EMFF Strategic Co-ordinator, July 2015 (based on indicative funding allocation provided by the Scottish Government).</p> <p>Appoint one LEADER/EMFF Development Officer and one Compliance Officer, by end of September 2015.</p> <p>Delivery of 3 Argyll and the Islands LEADER/EMFF awareness raising meetings and events across Mid Argyll, Kintyre and the Islands by end of December 2015.</p> <p>Final LEADER/EMFF Local Development Strategy approved by the Scottish Government by October 2015.</p> <p>Preparation and development of a refreshed LEADER/EMFF, 2014-2020 website by end of October 2015.</p> <p>Service Level Agreement (SLA) between Argyll and Bute Council and the Scottish Government as Managing Authority approved and signed by November 2015.</p> | <p>A detailed overarching update report on European Policy and Funding was presented at the EDI Committee on 12th November 2015.</p> <p>Successful appointment of LEADER/EMFF Strategic Co-ordinator, Colin Fulcher, in July 2015.</p> <p>Two LEADER/EMFF Development Officers and two LEADER/EMFF Compliance Officers have been advertised and appointments are anticipated to be made in January 2016.</p> <p>Awareness meetings will be undertaken once the LEADER/EMFF Development Officers are in post.</p> <p>LEADER/EMFF 2014-2020 has yet to be launched by the Scottish Government.</p> <p>Final LEADER approval has been given by the Scottish Government for the LEADER element of the LEADER/EMFF Local Development Strategy with an indicative allocation to the Argyll and the Islands Local Action Group (LAG), of £4,886,126 and an indicative allocation of £985,000 to the EMFF Fisheries Local Action Group (FLAG) to be shared with the Ayrshires (joint FLAG approach).</p> <p>The preparation of a refreshed LEADER/EMFF website is currently ongoing.</p> <p>The LEADER SLA was signed with conditions by the Executive Director of Customer Services at the end of October 2015.</p> |

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

| European Policy and Funding 2014-2020: European Regional Development Fund – Business Gateway Local Growth Business Accelerator | | | | |
|--|--|--|--|--|
| Ref (SOA, CO & SO) | Outcome (by year 5) | Actions to achieve outcome | Success measures (in year) | Progress to January 2016 |
| 1.1.4, CO1 & ET01 | Maximise European funding and Argyll and Bute’s policy influence in order to promote sustainable economic growth for small to medium sized enterprises across Mid Argyll, Kintyre and the Islands. | Launch of Business Gateway Local Growth Business Accelerator strategic intervention under the European Regional Development Fund, 2014-2020. | <p>Marketing of Business Gateway Local Growth Accelerator strategic intervention – leaflets, press releases and online – further to launch (anticipated date 1 October 2015). (N.B. additional activity to core Business Gateway remit).</p> <p>Argyll and Bute Council area annual targets to the end of 2018:</p> <ul style="list-style-type: none"> • Specialist Advice: 12 businesses assisted with one to one advice. • Growth Grant: 12 businesses supported with grant funding. • Graduate Placement Service: 4 businesses supported with six to twelve month graduate placements. • Growth Workshops: 144 attendees at 24 workshops, 48 businesses assisted. • Regional Specific Entrepreneurial Support: 12 businesses assisted with advice, information or events. • Key Sector Support: 33 businesses assisted with advice, information or events. <p>Ongoing monitoring and reporting to Area Committee on a six month and yearly basis, with regard to the proportion of annual targets realised in Mid Argyll, Kintyre and the Islands.</p> | <p>The initial Business Gateway Local Growth Accelerator Programme strategic intervention application was submitted to the Scottish Government on 27th March 2015 (seeking just over £272k of ERDF funding until the mid-term review in 2018).</p> <p>The application was assessed by the Scottish Government’s Scrutiny and Risk Panel (SRP) and feedback provided. The application was updated to include the responses raised by the SRP and anticipated spend re-profiled due to the lack of activity between April to September 2015.</p> <p>The final application was signed by the council’s Chief Executive Officer on Friday, 9th October 2015.</p> <p>The Scottish Government has advised that the strategic intervention application will be approved by the Scottish Government during the first quarter of 2016, calendar year.</p> |

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

| European Policy and Funding 2014-2020; European Social Fund – Enhanced Employability Pipeline | | | | |
|---|--|---|--|--|
| Ref (SOA, CO & SO) | Outcome (by year 5) | Actions to achieve outcome | Success measures (in year) | Progress to January 2016 |
| 3.2.1, 3.6.7, CO1 & ET01 | Maximise European funding and Argyll and Bute’s policy influence in order to promote sustainable employment opportunities for the long-term unemployed, particularly young people and inclusive growth across Mid Argyll, Kintyre and the Islands. | Launch of the Enhanced Employability Pipeline strategic intervention under the European Social Fund, 2014-2020. | <p>Delivery of Enhanced Employability Pipeline across Argyll and Bute further to launch (anticipated date late 2015).</p> <p>To support 181 unemployed and inactive participants with multiple barriers to enter education or training per annum across the Highlands and Islands part of Argyll and Bute until the end of 2018. A proportion of these will be in the Mid Argyll, Kintyre and the Islands area.</p> <p>Ongoing monitoring and reporting to Area Committee on a six month and yearly basis.</p> | <p>Argyll and Bute Enhanced Employability Pipeline was submitted initially in May 2015 and then re-submitted on 26th June 2015 further to comments from the Scottish Government (ability to secure £3.66m of European Social Fund (ESF) funding that requires 50% match funding). The application was reviewed by the Scottish Government’s SRP during the summer and formal feedback was received through a face-to-face meeting with Scottish Government Structural Fund staff on 21st August 2015.</p> <p>As the pipeline is a relative new approach for the Argyll and Bute area the feedback was welcomed. The Operations Manager from the Argyll and Bute Council’s Employability Team is currently working on developing this strategic intervention further for Argyll and Bute. This new pipeline approach will provide additional support to vulnerable individuals with multiple barriers to employment through internal and external service provision.</p> <p>It is hoped that a finalised application will be submitted in March 2016, further to approval from the P&R Committee. It should be noted that there is also a delay by the Scottish Government in the launching of the ESF programme for 2014-2020.</p> |
| Harness the Potential of the Mid Argyll, Kintyre and the Islands Community and Third Sector | | | | |
| Ref (SOA, CO & SO) | Outcome (by year 5) | Actions to achieve outcome | Success measures (in year) | Progress to January 2016 |
| 3.6.3, CO8 & ET04 | Harness the potential of partnership working and increase capacity to deliver sustainable communities. | Assist with the preservation of Dalintober Pier. | Assist the group with attracting funding for a feasibility study. | Ongoing. |
| | | Assist with the redevelopment of Inveraray Community Hall. | Assist the group with attracting funding for a feasibility study. | Ongoing. |

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

| Harness the Potential of the Mid Argyll, Kintyre and the Islands Community and Third Sector (continued) | | | | |
|---|--|--|---|--|
| Ref (SOA, CO & SO) | Outcome (by year 5) | Actions to achieve outcome | Success measures (in year) | Progress to January 2016 |
| 3.6.3, CO8 & ET04 | Harness the potential of partnership working and increase capacity to deliver sustainable communities. | Argyll and Bute Council to administer the Stalled Spaces Scotland project further to providing 50% of the £20,000 funding pot. Grants of up to £2,500 are available for projects which have growing, healthy living or youth activity at their heart, and also propose to improve underused, vacant or derelict spaces within town centres on a temporary basis (i.e. one day event to years until such time a site can be redeveloped). | Report on the number of grants secured by the Campbeltown community by end of March 2016. | <p>Campbeltown stalled spaces - South Kintyre Development Trust (SKDT):</p> <ul style="list-style-type: none"> • Lease approved in principle; currently being drawn up by ACHA's solicitors. • A portion of the site is owned by Argyll Estates, who has also agreed to a temporary lease of the land. • Argyll College UHI has produced a design for the site. • Argyll College UHI and Adult Learning will provide the volunteers with Risk Assessment and Health and Safety training. • Public liability insurance should be in place to coincide with the formal lease agreements. • SKDT is continuing to promote the project. • SKDT is preparing a maintenance plan for the site. • Working towards a February 2016 start on site. <p>Lochgilphead stalled spaces – Blarbuie Woodlands:</p> <ul style="list-style-type: none"> • Site cleared. • Additional funding secured for a new development officer post. • Working towards a spring 2016 start on site. |

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

Compelling Mid Argyll, Kintyre and the Islands

| Theme – A Collaborative Mid Argyll, Kintyre and the Islands | | | | |
|---|---|--|---|--|
| Increase Profile of Mid Argyll, Kintyre and the Islands | | | | |
| Ref (SOA, CO & SO) | Outcome (by year 5) | Actions to achieve outcome | Success measures (in year) | Progress to January 2016 |
| 1.3.1, 1.3.2, 1.3.3, CO1 & ET01 | Increase the profile of the Mid Argyll, Kintyre and the Islands area to attract economically active new residents (individuals and families) inward investors and visitors (with a potential to locate to Mid Argyll, Kintyre and the Islands) in order to promote economic development and growth. | Creation of a Promotional Action Plan with input from local communities and employers. | <p>Completion of Compelling Argyll and Bute Administrative Areas study, by end of June 2015.</p> <p>Development of a detailed Promotional Action Plan for Mid Argyll, Kintyre and the Islands by October 2015, with a focus on the issues and challenges raised in the Compelling research.</p> <p>Launch of Compelling Mid Argyll, Kintyre and the Islands Action Plan by end of 2015.</p> | <p>A progress report on the Compelling Argyll and Bute and its Administrative Areas Study was presented to the Environment, Development and Infrastructure (EDI) Committee on 14th January 2016.</p> <p>To date a number of awareness raising events (as noted under Business Growth above) have been delivered to disseminate the findings of the study. In particular, at a Steering Group meeting on 2nd December 2015, it was agreed that in the first instance the suggested thematic interventions from the Compelling research should be fed directly into the review of all the six Single Outcome Agreement (SOA) Delivery Plans (in particular Outcomes 1 to 3) during December 2015, rather than create another suite of plans.</p> |

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

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ARGYLL AND BUTE COUNCIL

MAKI AREA COMMITTEE

**DEVELOPMENT AND
INFRASTRUCTURE SERVICES**

03 FEBRUARY 2016

**INVERARAY CONSERVATION AREA REGENERATION SCHEME (CARS) – UPDATE
ON PROGRESS**

1.0 EXECUTIVE SUMMARY

1.1 This report gives a brief update on the progress that has been made on the Inveraray CARS since the special MAKI area committee on the 6th of January 2016.

RECOMMENDATIONS

That the Area Committee –

Notes the information provided in this update.

ARGYLL AND BUTE COUNCIL

MAKI AREA COMMITTEE

DEVELOPMENT AND
INFRASTRUCTURE SERVICES

03 FEBRUARY 2016

**INVERARAY CONSERVATION AREA REGENERATION SCHEME (CARS) – UPDATE
ON PROGRESS**

2.0 INTRODUCTION

2.1 This report gives a brief update on the progress that has been made on the Inveraray CARS since the special MAKI area committee on the 6th of January 2016.

3.0 RECOMMENDATIONS

That the Area Committee –

3.1 Notes the information provided in this update.

4.0 DETAILS

4.1 A report recommending approval of CARS grants on four of the Inveraray priority buildings – Arkland, Relief Land, Chamberlain’s House and the Temperance Hotel – was approved at the special MAKI area committee in January 2016.subject to conditions

4.2 Since the January 2016 special MAKI area committee, the Inveraray CARS officer has met with the technical teams representing grant applicants and their agent to discuss the outstanding requirements

4.3 Progress has been made on Planning and Listed Building applications. Planning officers have been in contact with the agent.

4.4 The formal issuing of CARS grant contracts will take place once the outstanding grant requirements have been met.

4.4 The Inveraray CARS officer will continue to work closely with applicants and their agent to clarify any questions regarding grant requirements. The CARS officer will then monitor all grant-funded projects on-site.

5.0 CONCLUSION

- 5.1 Grant funding for Inveraray CARS priority buildings is available and grant contracts will be issued once the requirements of the grant have been met.

6.0 IMPLICATIONS

- | | | |
|-----|-------------------|---|
| 6.1 | Policy | The delivery of the CARS programme fits with the Council's Corporate Plan, Single Outcome Agreement and approved Development Plan policy for town centre regeneration. The economic outcomes from these projects will contribute to the Government's Economic Strategy. |
| 6.2 | Financial | Funding for the project is in place. |
| 6.3 | Legal | None |
| 6.4 | HR | Officer time is required to progress the project further. |
| 6.5 | Equalities | N/A |
| 6.6 | Risk | That LBC is not approved for all the proposed works that the grant is not accessed within the necessary time period or that the scope of the works require to be increased. However, close monitoring of the project by the CARS officer will minimise any such risks. |
| 6.7 | Customer Services | N/A |

Executive Director of Development and Infrastructure: Pippa Milne
21 January 2016

Policy Lead: Councillor Ellen Morton

For further information contact:

Feargal de Buiteleir
Inveraray Conservation Area Regeneration Scheme (CARS) officer
Phone 01546 604004
Feargal.De_Buiteleir@argyll-bute.gov.uk

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MID ARGYLL, KINTYRE AND THE ISLANDS – AGENDA ITEM TRACKER
JANUARY 2016

| | Report Title | Officer/Contact | Date added to Tracker | Notes | Action Required |
|----|--|--------------------------|-----------------------|--|---|
| 1. | Roads Issues & Roads Revenue Budget | Kevin McIntosh/Jim Smith | Ongoing | Regular attendance at Area Committee meetings with updates and revenue budget. | April AC – FQ3 October AC – FQ1 (FQ4 as addendum to FQ1) December AC – FQ2 |
| 2. | Area Scorecard | David Clements | Ongoing | Regular attendance at Area Committee meetings to report on scorecard. | April AC – FQ3 June AC – FQ4 August AC – FQ1 December AC – FQ2 |
| 3. | Item Tracker | Lynsey Innis | Ongoing | Regular updates at Area Committee meetings for noting and updating. | Future AC Meetings |
| 4. | Secondary Schools – Performance and attainment | | Ongoing | Scheduled attendance of Head Teachers at Area Committees to provide reports on performance and attainment. | February AC – Campbeltown Grammar School April AC – Tarbert Academy & Lochgilphead Joint Campus June AC – Islay High School DATES TO BE CONFIRMED BY CHAIR & HEAD OF SERVICE |
| 5. | Adult Care MAKI (Health and Social Care) | John Dreghorn | Ongoing | Regular Updates – Integrated report (Health and Social Care). | February 2016 AC |

Standing items on the tracker

| | | | | | |
|-----|--|--|---------------------|--|---|
| 6. | MAKI Ferry Services | Jocelynn McConnachie/Simon Richmond of CalMac and Fergus Murray | June 2013 AC | Annual Updates | October 2016 AC |
| 7. | Defence Estates, Machrihanish/Machrihanish Airbase Development | Fergus Murray/Malcolm MacMillan (MACC Manager) | | Regular updates required | Future meeting |
| 8. | Scottish Water | Joanna Peebles | | Annual presentation at Business Day with information on the 5 year Capital Programme and input into the development aspirations for A&B as a whole | Business Day meeting to be confirmed (Shona Barton to confirm timetable with Joanna Peebles) |
| 9. | ACHA | Alistair MacGregor (Chief Executive – ACHA) | December 2013 AC | Annual Update | October 2016 AC |
| 10. | Primary Schools - Performance and Attainment | Kathryn Wilkie | June 2013 AC | Annual Update - to include information on early years development | June 2016 AC |
| 11. | Health and Social Care Integration Agenda | Integration Manager | August 2014 AC | Regular reports to AC | February 2016 AC |
| 12. | Transport Scotland | Keith Murray/Morag MacKay, Transport Scotland | October 2014 AC | Regular Updates | October 2016 AC |
| 13. | Third Sector Grants | Antonia Baird | | 1. April tranche 2. August tranche 3. Monitoring of grants to the Third Sector | 1. April AC 2. August AC 3. August AC |
| 14. | Roads Issues | Jim Smith | May 2014 BD | Report from EDI Committee on the Area Roads split formula (The Chair confirmed that following conversation with the HOS, the report would be presented following the P&R Committee meeting) | Future BD Meeting (<i>following item calling at P&R Committee</i>) |

| | | | | | |
|-----|---|---|-----------------|--|--|
| 15. | MAKI Economic Development Action Plan (EDAP) including Mid Argyll Regeneration Initiative | Ishabel Bremner | June 2013 AC | Annually reviewed | Following discussions with the Chair, it was agreed that this item would be considered at the February 2016 AC |
| 16. | New Campbeltown Grammar School | Michael Casey/Malcolm MacFadyen | August 2013 AC | Update report | Updates when required |
| 17. | Patient Transport Policy | Alison Guest (Assistant Locality Manager, NHS Highland) | June 2014 AC | Report to future AC when report finalised | <i>Policy circulated to Members by email – November 2015 – Updated policy to future AC meeting following completion of review</i> |
| 18. | Inveraray CARS | Audrey Martin/Feargal De Buiteleir | October 2014 AC | Update Report | February 2016 AC |
| 19. | Flooding issues in MAKI | Jim Smith/Stewart Clark | January 2015 BD | To remain on tracker until such time as issue is rectified | |
| 20. | Consultation on Jura Ferry | Pippa Milne/Fergus Murray | June 2015 AC | | <i>Following discussions with the Chair, it was agreed that this item would be considered at a future AC meeting, following clarification on the direction of Transport Scotland.</i> |
| 21. | Campbeltown CHORD | Helen Ford/Kirsteen Macdonald | | Position Paper (to include the report from the operator) | <i>Following discussions with the Chair, it was agreed that this item would be considered at the February 2016 AC due to the final account not yet being finalised.</i> |
| 22. | Townscape Heritage Initiative | Audrey Martin/James Lafferty | October 2015 AC | Progress Report in relation to the Town Hall | Updates when required |
| 23. | Running Track, Meadows | Pippa Milne/Jim Smith | October 2015 AC | Progress Report | Updates when required |
| 24. | Campbeltown Office | Malcolm MacFadyen | May 2015 | Update of current position | Future BD Meeting |

| | | | | | |
|-----|------------------|------------------------------|-------------------------------|--|-----------|
| | rationalisation | | (Councillor Colville request) | | |
| 25. | Campbeltown CARS | Audrey Martin/James Lafferty | December 2015 AC | Report to come to future AC following submission of grant applications | Future AC |

MID ARGYLL, KINTYRE AND THE ISLANDS – ITEMS REMOVED FROM TRACKER

| | Report Title | Officer/Contact | Date added to Tracker | Notes | Action Required |
|-----|--|------------------------|------------------------------|--------------|------------------------|
| 25. | Mid Argyll Sports Centre Opening Hours | Marius Huysamer | | Report | January 2016 BD |