

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

29 September 2015

NOTICE OF MEETING

A meeting of the **BUTE AND COWAL AREA COMMITTEE** will be held in **CASTLE HOUSE, DUNOON** on **TUESDAY, 6 OCTOBER 2015** at **9:30 AM**, which you are requested to attend.

Douglas Hendry
Executive Director of Customer Services

BUSINESS

1. APOLOGIES

2. DECLARATIONS OF INTEREST

3. MINUTES

- (a) Bute and Cowal Area Committee - 4 August 2015 (Pages 1 - 8)
- (b) Bute and Cowal Special Area Committee - 1 September 2015 (Pages 9 - 10)
- (c) Cowal Transport Forum - 11 September 2015 (Pages 11 - 14)

For noting

4. PUBLIC AND COUNCILLOR QUESTION TIME

5. UPDATE ON DELIVERY OF REVENUE ROADS BUDGET (Pages 15 - 30)

Report by Contracts Manager

6. STRATEGIC URBAN REGENERATION FORUM

Report by Head of Economic Development and Infrastructure (to follow)

7. ACTIONS FOR GROWTH - BUTE AND COWAL ECONOMY

Verbal update by Economic Development Manager

- 8. COWAL BUS SERVICE 480** (Pages 31 - 34)
Report by Transport Officer
- 9. DUNOON WOODEN PIER** (Pages 35 - 40)
Report by Area Committee Manager
- 10. LOCATION OF DUNOON CHRISTMAS TREE**
Report by Area Governance Manager (to follow)
- 11. HOLOCAUST MEMORIAL DAY**
Report by Area Committee Manager (to follow)
- 12. IT INFRASTRUCTURE FOR DUNOON MEETINGS** (Pages 41 - 44)
Report by Area Governance Manager
- E1 13. CARE AT HOME - NEW MODEL OF CARE** (Pages 45 - 50)
Report by Performance Improvement Officer
- E1 14. CHORD PROGRAMME - ACTIONS FOR INTERNAL AUDIT REPORT** (Pages 51 - 58)
Report by CHORD Project Manager
- E1 15. QUEENS HALL WORK AROUND THE WAR MEMORIAL** (Pages 59 - 70)
Report by Regeneration Project Manager

Bute and Cowal Area Committee

Councillor Gordon Blair	Councillor Michael Breslin
Councillor Robert Macintyre (Chair)	Councillor Bruce Marshall
Councillor Alex McNaughton (Vice-Chair)	
Councillor James McQueen	Councillor Len Scoullar
Councillor Isobel Strong	Councillor Dick Walsh

Contact: Andrea Moir, Senior Area Committee Assistant, Tel: 01369 708662

**MINUTES of MEETING of BUTE AND COWAL AREA COMMITTEE held in
EAGLESHAM HOUSE, ROTHESAY
on TUESDAY, 4 AUGUST 2015**

Present: Councillor Robert E Macintyre (Chair)

Councillor Michael Breslin	Councillor Bruce Marshall
Councillor Alex McNaughton	Councillor James McQueen
Councillor Len Scoullar	Councillor Isobel Strong
Councillor Dick Walsh	

Attending: Graeme Forrester, Area Committee Manager
Audrey Baird, Community Development Officer
Jayne Lawrence-Winch, Area Manager – Adult Care
Allen Stevenson, Head of Adult Services, East
Douglas Blades, Public Transport Officer
Andy Milne, SURF
Ishabel Bremner, Economic Development Manager
Ross McLaughlin, Development Manager
Billy Dickson, Building Standards Surveyor
Peter McDonald, Project Manager Development and Infrastructure
John Gordon, Regeneration Project Manager
James McMillan, Senior Duty Officer
Fergus Murray, Head of Economic Development

1. APOLOGIES

Apologies for absence were intimated by:
Councillor Gordon Blair

2. DECLARATIONS OF INTEREST

Councillor Breslin declared a non-financial interest in item 16, Care at Home-
New Model of Care, due to a personal friendship.

The Chair ruled and the Committee agreed to take item 14. Integration of Health and
Social Care out of sequence to facilitate officer attendance.
This item was taken after Item 5. Area Plan Scorecards.

3. MINUTES

(a) **BUTE AND COWAL AREA COMMITTEE - 2 JUNE 2015**

The Minute of the Bute and Cowal Area Committee held on 2 June 2015
was approved as a correct record.

(b) **BUTE COMMUNITY SAFETY FORUM - 12 JUNE 2015 (FOR NOTING)**

The Minute of the Bute Community Safety Forum held on 12 June 2015
was noted.

(c) **COWAL TRANSPORT FORUM 19 JUNE 2015 (FOR NOTING)**

The minute of the Cowal Transport Forum held on the 19th June 2015 was
noted.

(d) **FORWARD DUNOON AND COWAL 23 JUNE 2015 (FOR NOTING)**

The minute of the Forward Dunoon and Cowal Group held on the 23rd June 2015 was noted.

(e) **COWAL COMMUNITY SAFETY FORUM 23 JUNE 2015 (FOR NOTING)**

The minute of the Cowal Community Safety Forum held on the 23rd June 2015 was noted.

4. **PUBLIC AND COUNCILLOR QUESTION TIME**

A representative from Bute Community Council raised that there had been an ongoing issue with the length of time of Officer responses to queries. Councillor Scoullar informed the Committee that he had written to the Chief Executive on behalf of Bute Community Council to raise the issue and it was agreed by Bute Community Council and the Committee that this item was now appropriately resolved.

Craig Borland, Editor of The Buteman, requested Members' comments on the proposed changes to the Ward Boundaries in Bute and Cowal by the Local Government Boundary Commission for Scotland.

Councillor Walsh responded that the decisions regarding local government boundaries are taken at national level. He further explained that within Argyll and Bute Council a Short Life Working Group had been set up and their recommendations had been presented at the most recent Policy and Resources Committee.

Councillor Marshall stated that it was his opinion that the situation had not been well handled and felt that an appropriate consultation process had not been put in place.

Councillor Strong raised concerns regarding the proposed new structure of the boundaries in particularly the effect this may have on appropriate representation for residents in West Cowal.

Councillor Breslin noted that the constraints on the number of ward representatives are contained in an order which specifies that a ward may have no less than three and no more than four representatives.

A member of the public requested an update on the situation at the West Kirk, Rothesay as she is affected by the situation due to living in close proximity to the building.

The Area Committee Manager explained that as this is currently an exempt item a public update could not be given at this point.

5. **AREA PLAN SCORECARDS**

The Committee considered a report containing the Area Scorecard for FQ1 2015-2016.

Decision

The Committee noted the exceptional performance presented on the Scorecard. (Ref: Report by IOD Programme Manager dated 4 August 2015, submitted).

6. **INTEGRATION OF HEALTH AND SOCIAL CARE**

The Head of Service East – Adult Care took the Committee through a Progress update report on the integration of Health and Social Care which incorporated the new integrated management structure that is currently being implemented.

Decision

The Committee:

Noted the contents of the report.

(Ref: Report by Integration Project Manager dated 4 August 2015, submitted)

7. THIRD SECTOR GRANTS

(a) THIRD SECTOR GRANTS 2015/16 - AUGUST TRANCHE

The Community Development Officer provided the Committee with a report detailing the recommendations for the award of Third Sector grants in Bute and Cowal

Decision

1. The Committee noted the contents of the report; and
2. The Committee agreed the recommendations as follows:

Ref No	Organisation	Grant 13/14	Grant 14/15	Total Project Cost	Amount Requested	Recommendation	
1	Achievement Bute	New	New	£8,800	£4,000	£1,925	
2	Bullwood Nature Trail	New	New	£1,810	£905	£900	
3	*Bute Association Bowling	N/A	£950	£3,516	£1,500	£500	
4	Buteshire History Society Natural	New	New	£2,800	£1,000	£1,000	
5	Cowal Dog Training Club	N/A	N/A	£1,387	£693	£650	
6	Sandbank Parent and Toddler Group	N/A	£125	£440.00	£220	£125	
7	Sandbank Citizens Club Senior	£200	£200	£2,600	£1,100	£900	
		Total Recommended					£6000
		Balance					£0.00

(Ref: Report by Community Development Officer dated 4 August 2015, submitted)

(b) MONITORING OF GRANTS TO THE THIRD SECTOR 2014/15

The Community Development Officer provided the Committee with a report detailing how funding from grants to the Third Sector was spent in 2014/2015.

A discussion took place between Members and the Community Development Officer regarding potential issues surrounding overpayment of funding to organisations. Members were satisfied that appropriate measures are in place to reclaim any overpayment.

Decision

The Committee:

Noted the contents of the report.

(Ref: Report by Community Development Officer dated 4 August 2015, submitted)

- (c) **THIRD SECTOR GRANT 2014/15 - ARDENTINNY COMMUNITY TRUST**
The Community Development Officer provided the Committee with a report detailing an unspent funding award that was received by Ardentinny Community Trust and informed Members that the Chair of the organisation will return the unspent funding.

Decision

The Committee:

1. Noted the contents of the report; and
2. Agreed the recommendations at 2.0 of the report.

(Ref: Report by Community Development Officer dated 4 August 2015, submitted)

8. **SCHOOL HOLIDAY SESSION 2016/2017**
Members considered a report which provided holiday dates for Schools in 2016/2017 for the Bute and Cowal area.

Decision

The Committee:

1. Noted the contents of the report.
2. Agreed the recommendations at 2.0 of the report.

(Ref: Report by Head of Education dated 4 August 2015, submitted)

9. **COWAL BUS SERVICE 480**
The Public Transport Officer provided the Committee with a report detailing information on development work which is ongoing in relation to the supported bus network in Cowal including service 489 which runs between Toward and Glenfinart and service 480 which runs between upper Kirn and Dunoon Ferry Terminal.

A discussion was held between the Public Transport Officer and Members regarding the implications of any proposed service changes to several routes in the Cowal Area. Members thanked the Public Transport Officer for his efficient handling of complicated issues.

Decision

The Committee:

1. Noted the contents of the report; and

2. That a further report detailing the outcome of the survey of users be brought to the October Area Committee .

(Ref: Report by Public Transport Officer dated 4 August 2015, submitted)

10. STRATEGIC URBAN REGENERATION FUND

The Head of Economic Development and Strategic Transportation presented an update report of the work of the Strategic Urban Regeneration Forums (SURF), and the Director of SURF provided an update on the progress of SURF, who were engaged in October 2014 by HIE, to produce a feasibility study to assess the potential for developing a sustainable 'Alliance for Action' regeneration initiative focussed on the town of Rothesay. Members were advised that this project is currently the subject of public consultation, with public meetings scheduled for the 2nd and 27th of September, and a review will be carried out in October to assess public interest in continuing with the proposed project.

Decision

The Committee:

Noted the contents of the report

(Ref: Report by the Projects and Renewables Manager dated 4 August 2015, submitted).

11. ACTIONS FOR GROWTH - BUTE AND COWAL ECONOMY

The Economic Development Manager took the Committee through a report which provided an update on the preparation of the Bute and Cowal Economic Development Action Plan (EDAP) for 2015/16.

The Head of Economic Development emphasised to the Committee that this is a working document and that Economic Development plan to go out to communities for consultation and feedback and compile a programme of actions.

Decision

The Committee:

1. Noted the contents of the report.
2. Agreed the recommendations as outlined at 3.2 of the report.

(Report by the Economic Development Manager dated 4 August 2015, submitted)

12. UNSIGHTLY BUILDINGS

The Development Manager spoke to a report providing an update on unsightly buildings in the Bute and Cowal Area. It was noted that 29 properties are currently monitored and Members advised the Development Manager of additional buildings which they would like added to the list.

Decision

The Committee:

Noted the contents of the report.

(Ref: Report by Area Team Leader – Development Control dated 4 August 2015, submitted)

13. WINDFARMS - ANNUAL REPORT

The Area Governance Manager spoke to a report on the work of both the Cruach Mhor and Clachan Flats Wind Farm Trusts.

Decision

The Committee:

Noted the contents of the report.

(Ref: Report by Area Governance Manager dated 4 August 2015, submitted)

14. ROYAL HOTEL, ROTHESAY

The Head of Economic Development took the Committee through a report on the progress with the Royal Hotel, Rothesay.

Decision

The Committee:

Noted the contents of the report.

(Ref: Report by Projects and Renewables Manager dated 4 August 2015, submitted)

15. ADULT CARE UPDATE FOR BUTE AND COWAL

The Area Manager for Adult Care provided the Committee with a newly revised update on adult care which incorporates all aspects of Adult Care across Bute and Cowal.

Decision

The Committee:

1. Noted the contents of the report; and
2. Requested that a further updated report be brought to the September Business Day.

(Ref: Report by Area Manager – Adult Care dated 4 August 2015, submitted)

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

Councillor Breslin declared a non-financial interest in item 16. Care at Home - New Model of Care due to a personal friendship. Councillor Breslin remained in the room for consideration of this item.

16. CARE AT HOME - NEW MODEL OF CARE

The Area Manager for Adult Care spoke to a report regarding a new model of care for Care at Home services.

Decision

The Committee:

1. Requested a revised report be presented to the October Area Committee.

(Ref: Report by Performance Improvement Officer, dated 4 August 2015, submitted)

17. WESTCHURCH PROGRESS UPDATE

The Committee considered a report updating them on the progress with West Kirk, Rothesay.

Decision

The Committee:

1. Noted the contents of the report;
2. Noted the Council's statutory responsibilities; and
3. Noted that a special meeting of the Area Committee may be convened to determine the matter.

(Ref: Report by Built Heritage Conservation Officer dated 4 August 2014, submitted)

18. ROTHESAY PAVILION

(a) PROJECT UPDATE

The Project Manager, Development and Infrastructure provided the Committee with an update report on the major repair and upgrading project for the Rothesay Pavilion.

Decision

The Committee:

Noted the contents of the report.

(Ref: Report by Project Manager, Development and Infrastructure dated 4 August 2015, submitted)

(b) TRANSFER OF GRAND PIANO

The Project Manager, Development and Infrastructure took the Committee through a report which outlined the proposed transfer of the Yamaha Grand Piano in the Rothesay Pavilion.

Decision

The Committee:

Agreed the recommendations as outlined at 3.1 and 3.2 of the submitted report.

(Ref: Report by Executive Director of Community Services dated 4 August 2015, submitted)

19. DUNOON QUEENS HALL TENDER ESTIMATE

The Regeneration Project Manager took the Committee through a report which provided an update on the tender estimate for the Dunoon Queens Hall.

Decision

The Committee:

Noted the contents of the report.

(Ref: Report by Regeneration Project Manager dated 4 August 2015, submitted)

20. CHORD PROGRAMME - ACTIONS FROM INTERNAL AUDIT REPORT

The Regeneration Project Manager took the Committee through a report which outlined the Actions from Internal Audit Report for the CHORD Programme

Decision

The Committee:

1. Noted the contents of the report and;
2. Requested a further updated report to October Area Committee.

(Ref: Report by Executive Director of Development and Infrastructure Services dated 4 August 2015, submitted)

**MINUTES of MEETING of BUTE AND COWAL AREA COMMITTEE held in
EAGLESHAM HOUSE, ROTHESAY
on TUESDAY, 1 SEPTEMBER 2015**

Present: Councillor Robert MacIntyre (Chair)
Councillor Bruce Marshall Councillor James McQueen
Councillor Len Scoullar Councillor Dick Walsh

Attending: Graeme Forrester, Area Committee Manager
Matt Mulderigg, Development Policy Manager
Billy Dickson, Building Standards Surveyor

1. APOLOGIES

Apologies for absence were intimated from:
Councillor Alex McNaughton
Councillor Isobel Strong
Councillor Michael Breslin
Councillor Gordon Blair

2. DECLARATIONS OF INTEREST

No declarations of interest were intimated.

The Committee resolved in terms of Section 50(A)(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 Paragraphs 8&9 of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973.

* **3. WESTKIRK, ROTHESAY**

Members considered a report which provided a progress update on developments at the West Kirk building, Rothesay.

Decision

The Committee:

Agreed the recommendations at 3.1 of the report and further agreed an additional proposal relating to the detail contained within the submitted report.

(Ref: Report by Development and Infrastructure Services dated 1 September 2015, submitted)

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**MINUTES of MEETING of COWAL TRANSPORT FORUM held in
CASTLE HOUSE, DUNOON
on FRIDAY, 11 SEPTEMBER 2015**

Present: Councillor Alex McNaughton (Chair)

Melissa Stewart, Area Governance Officer
Archie Reid, Strachur Community Council
Martin Hill, Scottish Fire and Rescue
John Forrest, Police Scotland
Keith Murray, Transport Scotland
Callum Robertson, Performance Manager
Fulton McInnes, Hunters Quay Community Council
Iain MacInnes, Lochgoil Community Council
Graham Revill, Kilmun Community Council
Martin Arnold, Public Transport Officer
Gordon Ross, Western Ferries
Simon Richmond, Caledonian MacBrayne
Scott Goodwill, Caledonian MacBrayne
Willie Lynch, Bute and Cowal Community CAUCAS

1. APOLOGIES

Apologies for absence were intimated from:

Elizabeth MacBride, Kilfinan Community Council

2. MINUTES

The minute of the meeting of the Transport Forum 19 June 2015 was approved as a correct record.

The following was raised from the previous minute:

- The Area Governance Officer reported back to Fulton McInnes on the progress made into investigating the parking at Western Ferries. The Performance Manager held a discussion with the Forum on the roads department's stance on the subject, stating that the roads department are aware there is an issue but there are no formal proposals as yet and suggested that a multi-agency review of the situation should be carried out in conjunction with transport Scotland and Police Scotland, with the findings reported back to a future transport meeting. Gordon Ross assured the Group that Western Ferries had been co-operative in working, specifically with the Police, to resolve issues.

3. TRANSPORT SCOTLAND

Keith Murray from Transport Scotland provided the Forum with a verbal update, the following points were noted:

- There will be a review of the response plan in connection with the one way system that is currently put in place to deal with road closures.
- The Group were informed that all issues raised at the last meeting had been raised at the last Taskforce meeting.
- Keith Murray told the Forum that the new VMS sign for Lochgolihead would be installed within ten days from the meeting and the VMS sign for Strachur should be in place in a months time.
- Information informing road users of Western Ferries as an alternative route is now included on the sign approaching the A83/A815 junction at Cairndow.
- A permanent solution for issues surrounding the Rest and Be Thankful is still ongoing with several options being looked at.

4. FERRIES UPDATE

Argyll Ferries

A representative from Argyll Ferries was not present at the meeting, however Simon Richmond from Caledonian MacBrayne dealt with a query raised by Willie Lynch on the lack of public consultation sessions being held in Dunoon and agreed to look at holding sessions in the area.

Western Ferries

Gordon Ross from Western Ferries provided the Forum with the following verbal update:

- Cowal Games weekend went very smoothly from a ferry point of view.
- Gordon Ross took the Group through the background to an incident that took place in August resulting in several road closures which had a significant impact on ferry traffic causing large queues at Hunters Quay, Gordon felt the handling of the situation by Western Ferries and the Police was very good.
- Gordon Ross inquired as to whether a timescale had been put in place for the closure and proposed works to the Queens Hall and whether this would result in any parts of Argyll Street being closes. The Area Governance Officer agreed to feedback this query to the Chord Project Manager and come back to the Forum with any information.

(a) Wemyss Bay Closure

Simon Richmond from Caledonian MacBrayne provided the Forum with a verbal update on the Wemyss Bay closure. The following points were noted:

- It was noted that work is currently ongoing, with the next phase being the closure of the pier, which will result in sailings from Rothesay temporarily coming into Gourock.
- There will be no change to the Argyll Ferries timetable.
- A joint ticketing agreement in principal with Western Ferries
- Signage will be adjusted accordingly.
- Disruption likely until March 2016.

(b) **Colintraive to Rhubodach Ferry Timetable**

Simon Richmond from Caledonian MacBrayne provided the Forum with a verbal update on the Colintraive to Rhubodach Ferry Timetable. The following was noted:

- It was noted that sailings will now move to half hourly which will simplify the timetable.
- Replacement slips should be installed next year.
- Current bus timetables to be tweaked to meet the ferries per the new ferry timetable.

5. PUBLIC TRANSPORT UPDATE

(a) **Bus Turning Circle Update**

The Community Transport Officer informed the Group that the Bus turning circle will be available for use from October onwards and told the Forum that it was thanks to funding from SPT and Transport Scotland that the Bus turning circle has been made possible.

(b) **Strachur Bus Route**

The Community Transport Officer along with representatives from Strachur Community Council held a discussion surrounding the Strachur Bus Route with the following noted:

- Proposals are in place to divert the Strachur buses via ardenslate but the Community Transport Officer stressed that this not happening yet and is a proposal which is currently subject of a consultation.
- A concern was raised from Strachur Community Council regarding an incident of children having to get of the school bus and onto the Carrick bus due to the bus being occupied by fare paying passengers. The Community Transport Officer commented that it is a school route so pupils should have priority over other users. He agreed to take this item away and look into it.

6. POLICE SCOTLAND

Sergeant John Forrest provided the Forum with a statistical breakdown from Police Scotland, with the following points noted:

- Cowal Games – no road policy issues were identified and the traffic plan didn't require implementation.
- A further explanation was given to the Forum from a policing perspective regarding the issues surrounding the overflow of traffic at Western Ferries in August. Sergeant Forrest explained that the required resources were not available to implement the one way traffic system at Western Ferries due to resources being deployed elsewhere to deal with other road related incidents.
- Police Scotland are currently addressing speeding concerns raised by Community Councils.
- The Group were informed that BEAR Scotland would be doing a briefing day regarding the incident at Ardbeg.

7. SCOTTISH FIRE AND RESCUE

Martin Hill from Scottish Fire and Rescue provided the Forum with a brief verbal update informing the Group that Scottish Fire and Rescue were continuing to carry out road safety initiatives which included a cut it out initiative aimed at younger drivers. Martin also informed the Group that he would be bringing Scottish Fire and Rescues revised strategy to the next meeting.

8. AOCB

A conversation was held between the Forum and the Road's Performance Manager regarding various damaged or old street and road signs of which the Road's Performance Manager undertook to look into.

9. DATE OF NEXT MEETING

The next Cowal Transport Forum will be held on Friday 4th December 2015 at 10am in Castle House, Dunoon.

ARGYLL AND BUTE COUNCIL**BUTE AND COWAL AREA COMMITTEE****DEVELOPMENT AND
INFRASTRUCTURE SERVICES****6 OCTOBER 2015**

ROADS REVENUE BUDGET - 2015 to 2016 – 1st 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 1st Quarter of financial year 2015/16.
- 1.2 This report follows-on from the report presented earlier in the year at the February Area Committee, which provided information on road maintenance revenue activities being delivered in 2014/15.
- 1.3 2015/16 Budget - The overall roads maintenance budget for this financial year, 2015/16 year (excluding winter maintenance and coastal protection budgets) is £3,912,227. The allocated budget for the Bute and Cowal Area is £835,987, of which, £202,605 has been spent at the end of the 1st Quarter – or 24%. This is where we would expect the spend to be at this point in the financial year. The remainder of the budget will be managed over the rest of the financial year.

ROADS REVENUE BUDGET - 2015 to 2016 – 1st QUARTER UPDATE

2.0 SUMMARY

2.1 This report follows-on from the report presented earlier in the year at the February Area Committee, which provided information on road maintenance revenue activities being delivered in 2014/15.

3.0 RECOMMENDATIONS

3.1 That the Committee notes this report.

4.0 DETAILS

4.1 Members were presented with three reports earlier in the 2014 to 2015 financial year which provided information on the roads maintenance revenue budget. This report provides end-of-year financial information on roads maintenance spend for the 2014 to 2015 financial year-end and for the 1st Quarter of the 2015 to 2016 financial year.

4.2 The roads revenue budget has been reduced year-on-year for the last several years. Figures in this report show a reduction from £871,752 for the 2014 to 2015 financial year to £835,987 for this financial year for the Bute and Cowal Area. 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 RAMP identifies the level of works required in the Well Maintained Highways document (national document) that was current in 2004. Whilst funding levels don't allow this level of activity to be delivered, works are prioritised to ensure the safety of the travelling public.

4.3 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 the final year-end for the last financial year and the 1st Quarter spend for the present financial year. Winter maintenance and coastal protection costs have been excluded from this report.

4.4 Appendix 1 shows the overall roads revenue maintenance budget for 2014 to 2015 for each area. The overall roads maintenance budget for the 2014/15 year (excluding winter maintenance and coastal protection) was £4,145,227 as indicated in the table.

- 4.5 Appendix 2 shows spend for all activities in the Bute and Cowal Area for year 2014 to 2015. It indicates clearly where savings have been made; it also shows which activities we were able to increase our expenditure on. Savings have been made in patching and footway works allowing an increased expenditure on scrub-cutting, road markings and traffic signs.
- 4.6 Appendix 3 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) is £3,912,226 as indicated in the table.
- 4.7 Appendix 4 provides information on percentage spend for Q1 in 2015 to 2016 for each Area. Spend at the end of Q1 was £1,037,925; this equates to 27% of the original budget.
- 4.8 Appendix 5 shows spend for all activities in the Bute and Cowal Area for the first quarter in year 2015 to 2016. It indicates a spend of £202,605 for the end of Q1, or 24% of the budget of £835,987.
- 4.9 Appendix 6 shows what level of service can be provided for each activity, the unit rate (cost) has been estimated for undertaking units of work i.e. a square metre of patching or a metre of ditch cleaned. In this report the budget spent for each activity has been divided by the estimated unit rate for that activity to give the amount of work that would be expected to have been achieved within that budget spend in the Helensburgh and Lomond Area.
- 4.10 Appendix 7 shows graphically how some of the main work activities progressed throughout the 2014 to 2015 year in financial terms. Budget 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. Graphs show 'target' spend versus 'actual' spend.
- 4.11 Appendix 8 provides information in similar format to Appendix 7 for the 1st Quarter of this financial year – 2015 to 2016.

5.0 CONCLUSION

- 5.1 This report provides Members with a financial update on the roads revenue maintenance budget for the last financial year 2014 to 2015. It indicates that there was a saving of 4% in the Bute and Cowal roads maintenance revenue budget with a 7% overspend overall.
- 5.2 This report also provides Members with a financial update on the roads revenue maintenance budget for the first quarter of the financial year 2015 to 2016. It indicates an average spend of 24% in the Bute and Cowal Area and 27% overall.
- 5.3 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

Head of Roads & Amenity Services Jim Smith

28 August 2015

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

Tel: 01546 604893

APPENDICES

Appendix 1 - 2014/15 - Roads Revenue Budget

Appendix 2 - 2014/15 - Year-end spend – Bute and Cowal Area

Appendix 3 – 2015/16 - Roads Revenue Budget

Appendix 4 – 2015/16 - Year-end spend

Appendix 5 – 2015/16 - Year-end spend – Bute and Cowal Area

Appendix 6 – 2015/16 – Q1 – Estimate of works carried out

Appendix 7 – 2014/15 – Spend profiles

Appendix 8 – 2015/16 – Spend profiles

APPENDICES

Roads Revenue Maintenance Budget 2014 to 2015

Activity	Activity Description	Mid Argyll	Kintyre	Islay	MAKI	Lorn	Mull	OLI	Bute	Cowal	B&C	Lomond	Central	Total
0501	Patching	130,000	140,000	60,000	330,000	179,000	88,000	267,000	92,000	205,000	297,000	214,875		1,108,875
0502	Potholing	28,000	26,000	118,000	172,000	172,000	86,000	258,000	26,000	42,000	68,000	55,000		553,000
0701	Bridges				0			0			0		225,000	225,000
0801	Cattle Grids				0			0			0		30,000	30,000
1001	Footways/Kerbs	2,500	2,500	2,500	7,500	4,500	3,000	7,500	22,000	26,000	48,000	29,000		92,000
1401	Drainage/Culverts	9,000	17,000	18,000	44,000	54,000	20,000	74,000	6,000	14,000	20,000	63,000		201,000
1402	Drainage/Ditches	43,000	45,000	66,000	154,000	91,000	58,000	149,000	29,000	69,000	98,000	72,000		473,000
1601	Scrub/Tree Maintenance	12,000	12,000	12,000	36,000	22,000	9,000	31,000	8,000	20,000	28,000	26,000		121,000
1701	Roads Markings/Studs	6,500	14,000	14,000	34,500	19,000		19,000	4,500	28,000	32,500	24,000		110,000
2201	Traffic Signals				0			0			0		30,000	30,000
2301	Traffic Signs	6,000	6,000	6,000	18,000	18,000	23,000	41,000	4,500	9,000	13,500	10,000		82,500
2311	Illuminated Bollards				0			0			0		5,000	5,000
2401	Vehicle Safety Fence	8,500	1,000	1,000	10,500	2,000	1,000	3,000	852	1,500	2,352	1,500		17,352
2411	Street Name Plates	400	400	400	1,200	700	500	1,200		900	900	700		4,000
3201	Emergency Incidents	4,000	4,000	4,000	12,000	12,000	5,000	17,000		9,000	9,000	7,000		45,000
3202	Summer Standby	7,000	7,000	7,000	21,000	7,000	5,000	12,000		13,000	13,000	19,000	13,000	78,000
	Roads	256,900	274,900	308,900	840,700	581,200	298,500	879,700	192,852	437,400	630,252	522,075	303,000	3,175,727
1501	Grass Cutting	23,000	23,000	23,000	69,000	42,000	18,000	60,000	6,500	37,000	43,500	44,000		216,500
1503	Weed Spraying	4,000	4,000	4,000	12,000	14,000	6,000	20,000	8,000	4,000	12,000	20,000		64,000
	Amenity	27,000	27,000	27,000	81,000	56,000	24,000	80,000	14,500	41,000	55,500	64,000	0	280,500
0503	Road Master	82,000	61,000	47,000	190,000	56,000	93,000	149,000	33,000	99,000	132,000	52,000		523,000
1801	Gully Emptying	13,000	13,000	3,500	29,500	38,000	3,500	41,500	9,000	45,000	54,000	41,000		166,000
	Fleet	95,000	74,000	50,500	219,500	94,000	96,500	190,500	42,000	144,000	186,000	93,000	0	689,000
		378,900	375,900	386,400	1,141,200	731,200	419,000	1,150,200	249,352	622,400	871,752	679,075	303,000	4,145,227

Roads Revenue Maintenance Budget 2014 to 2015

Budget and Spend for Q4 – Bute and Cowal Area

		2014 / 15		Budget	Percentage
Activity Description		Budgets	Spend to date	Remaining	Budget Spent
0501	Patching	£297,000	£203,683	£93,317	69%
0502	Potholing	£68,000	£106,885	-£38,885	157%
0801	Cattle Grids	£0	£38	-£38	n/a
1001	Footways/Kerbs	£48,000	£33,337	£14,663	69%
1301	Remedial Earthworks	£0	£1,129	-£1,129	n/a
1401	Drainage/Culverts	£20,000	£88,634	-£68,634	443%
1402	Drainage/Ditches	£98,000	£50,997	£47,003	52%
1601	Scrub/Tree Maintenance	£28,000	£42,569	-£14,569	152%
1701	Roads Markings/Studs	£32,500	£44,446	-£11,946	137%
2001	Boundary Fences/Walls	£0	£6,564	-£6,564	n/a
2301	Traffic Signs	£13,500	£29,618	-£16,118	219%
2401	Vehicle Safety Fence	£2,352	£1,815	£537	77%
2411	Street Name Plates	£900	£0	£900	0%
3201	Emergency Incidents	£9,000	£15,415	-£6,415	171%
3202	Summer Standby	£13,000	£11,181	£1,819	86%
Roads		£630,252	£636,311	-£6,059	101%
1501	Grass Cutting	£43,500	£47,209	-£3,709	109%
1503	Weed Spraying	£12,000	£15,048	-£3,048	125%
Amenity		£55,500	£62,257	-£6,757	112%
0503	Road Master	£132,000	£46,141	£85,859	35%
1801	Gully Emptying	£54,000	£91,119	-£37,119	169%
Fleet		£186,000	£137,259	£48,741	74%
		£871,752	£835,827	£35,925	96%

Roads Revenue Maintenance Budget 2015 to 2016

Activity	Activity Description	Mid Argyll	Kintyre	Islay	MAKI	Lorn	Mull	OLI	Bute	Cowal	B&C	Lomond	Central	Total
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
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
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
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
			%age split		30%			30%			23%	17%		

Roads Revenue Maintenance Budget 2015 to 2016

Spend for Q1 – 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	£343,472	£343,471	£343,475	£1,090,418	£726,946	£363,472	£1,090,418	£250,796	£585,191	£835,987	£617,904	£277,500	£3,912,227
Actual Spend - End of Q1	£65,051	£84,712	£165,754	£315,517	£162,452	£121,120	£283,572	£36,392	£166,213	£202,605	£70,183	£166,048	£1,037,925
Remaining Budget	£278,421	£258,759	£177,721	£774,901	£564,494	£242,352	£806,846	£214,404	£418,978	£633,382	£547,721	£111,452	£2,874,302
Percentage Spend	19%	25%	48%	29%	22%	33%	26%	15%	28%	24%	11%	60%	27%

* Combined Area Budgets - See Appendix 4 for list of activities included.

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

Roads Revenue Maintenance Budget 2015 to 2016

Budget and Spend for Q1 – Bute and Cowal Area

Activity	Activity Description	B&C Area Budget	Spend to date	Budget Remaining	Percentage Budget Spent
0501	Patching	170,363	80,278	90,085	47%
0502	Potholing	73,014	23,353	49,661	32%
1001	Footways/Kerbs	10,010	4,963	5,047	50%
1301	Remedial Earthworks	0	1,670	-1,670	n/a
1401	Drainage/Culverts	49,000	31,759	17,241	65%
1402	Drainage/Ditches	84,600	8,155	76,445	10%
1601	Scrub/Tree Maintenance	17,830	678	17,152	4%
1701	Roads Markings/Studs	23,920	9,321	14,599	39%
2001	Boundary Fences/Walls	0	3,444	-3,444	n/a
2201	Traffic Signals	0	264	-264	n/a
2301	Traffic Signs	17,940	5,488	12,452	31%
2401	Vehicle Safety Fence	25,000	0	25,000	0%
2411	Street Name Plates	900	0	900	0%
3201	Emergency Incidents	10,500	1,975	8,525	19%
3202	Summer Standby	9,000	1,996	7,004	22%
	Roads	492,077	173,344	318,733	35%
1501	Grass Cutting	53,200	5,098	48,102	10%
1503	Weed Spraying	11,210	0	11,210	0%
	Amenity	64,410	5,098	59,312	8%
0503	Road Master	162,500	7,587	154,913	5%
1801	Gully Emptying	117,000	16,576	100,424	14%
	Fleet	279,500	24,163	255,337	9%
		835,987	202,605	633,382	24%

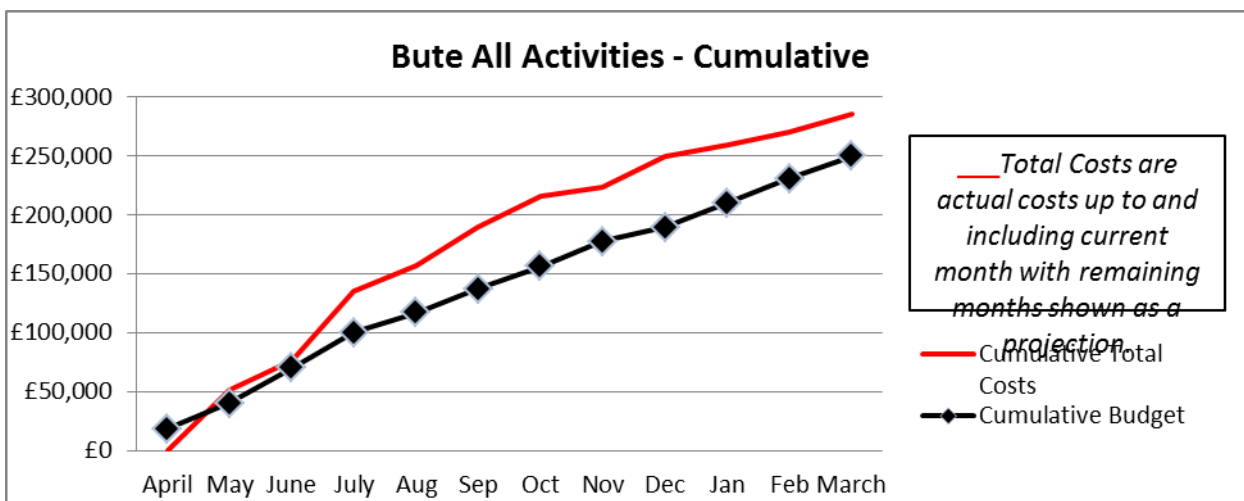
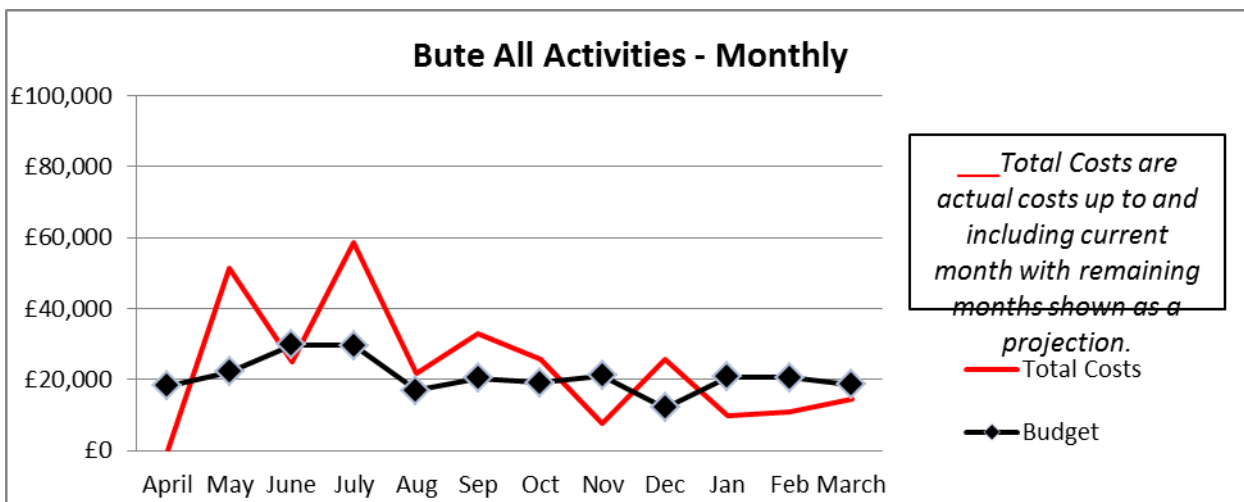
Roads Revenue Maintenance Budget – Bute and Cowal

End of 1st Quarter Spend and Estimate of Percentage of Target Achieved 2015 /16

			B & C 2015/16					Asset:-
Funding	Activity	Unit	Spend to Date	Estimated Works Quantity	% of Asset Management Plan achieved	Target Unit Rate	Target Quantity (from Asset Management Plan)	Inventory Quantity
R10	0501 Patching	sq.m	£ 80,278.00	2632.07	13.34%	£ 30.50	19734.70	1,973,470.00
	0502 Potholing	n/a	£ 23,353.00					
	1001 Footways Resurfacing	sq.m	£ 4,963.00	268.49	10.84%	£ 18.49	2477.87	166,799.84
	1401 Drainage Culverts	no.	£ 31,759.00	815.38	42.48%	£ 38.95	1919.33	3,384.00
	1402 Drainage Ditches	m	£ 8,155.00	4581.46	6.01%	£ 1.78	76250.42	298,972.00
	1501 Grasscutting	m	£ -	0.00	0.00%	£ 0.03	3032116.00	2,599,637.00
	1503 Weedkilling	sq.m	£ -	0.00	0.00%	£ 0.13	246500.00	346,500.00
	1601 Scrub / Tree Maintenance	n/a	£ 678.00					
	2301 Traffic Signs	no.	£ 5,488.00	62.68	56.77%	£ 87.56	110.40	1,035.00
	Totals		£ 154,674.00					

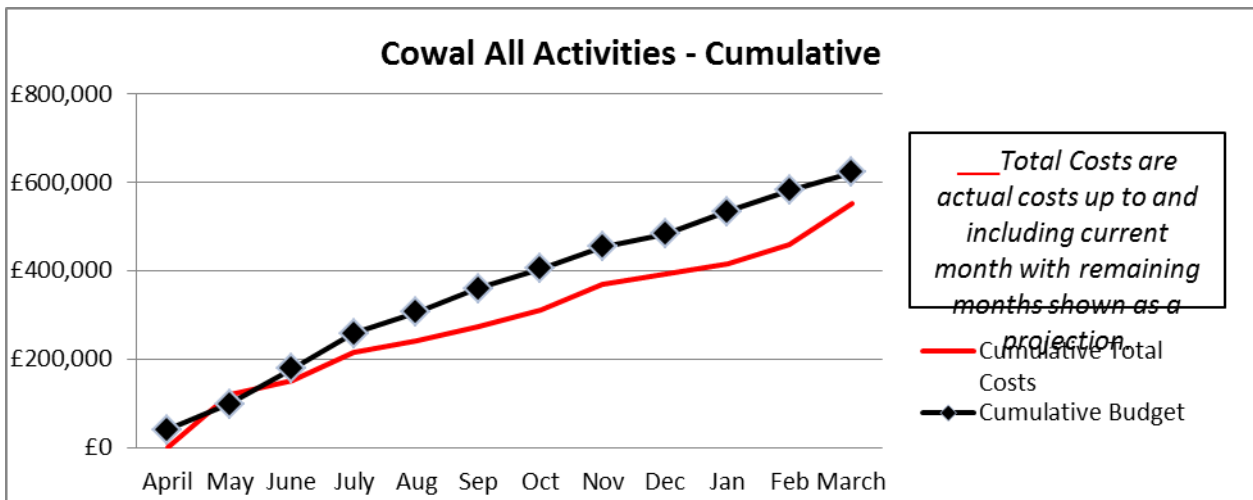
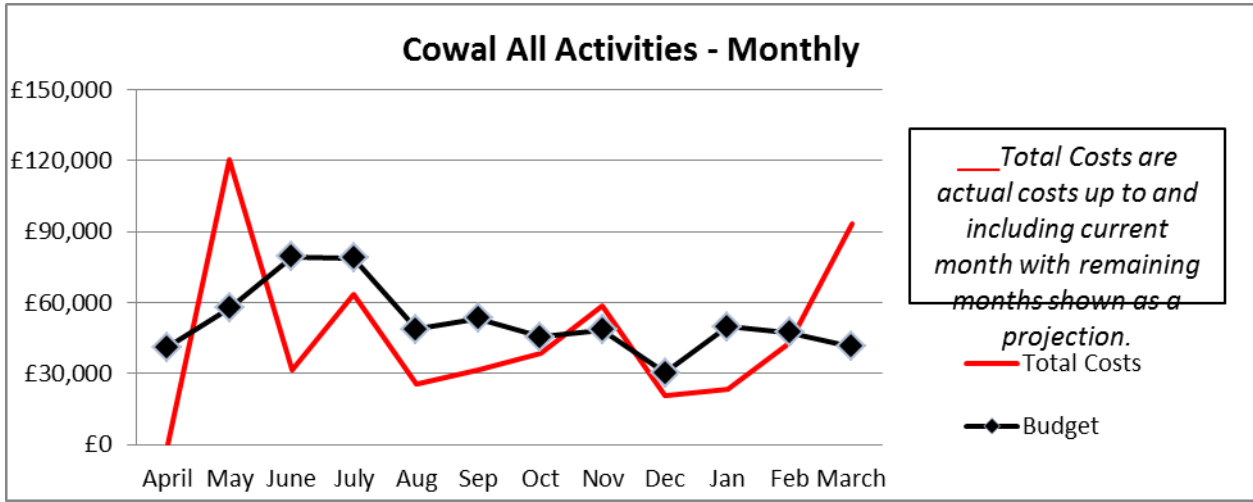
Year End Spend Profile - 2014/15

Bute



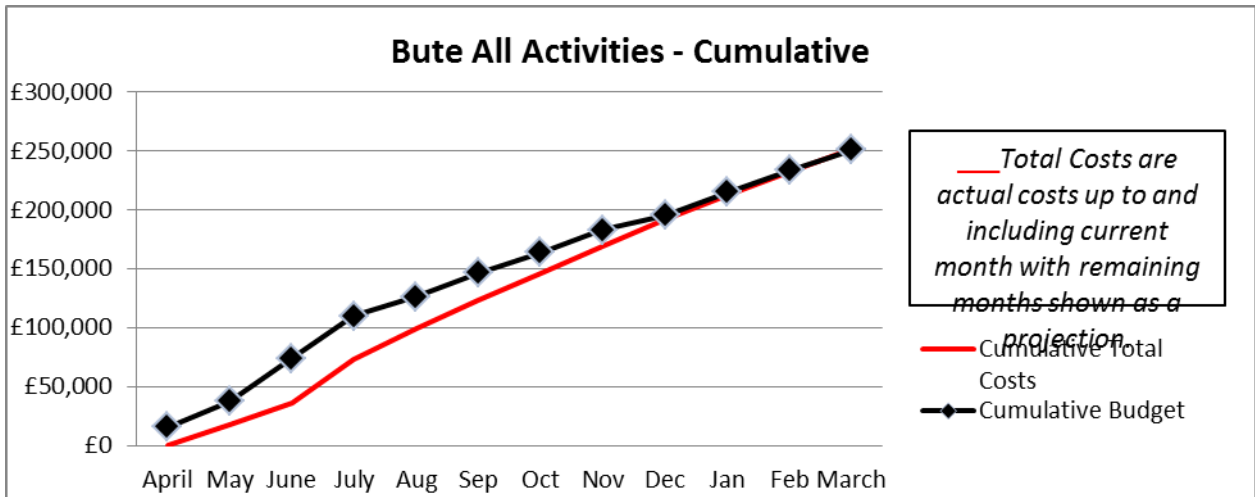
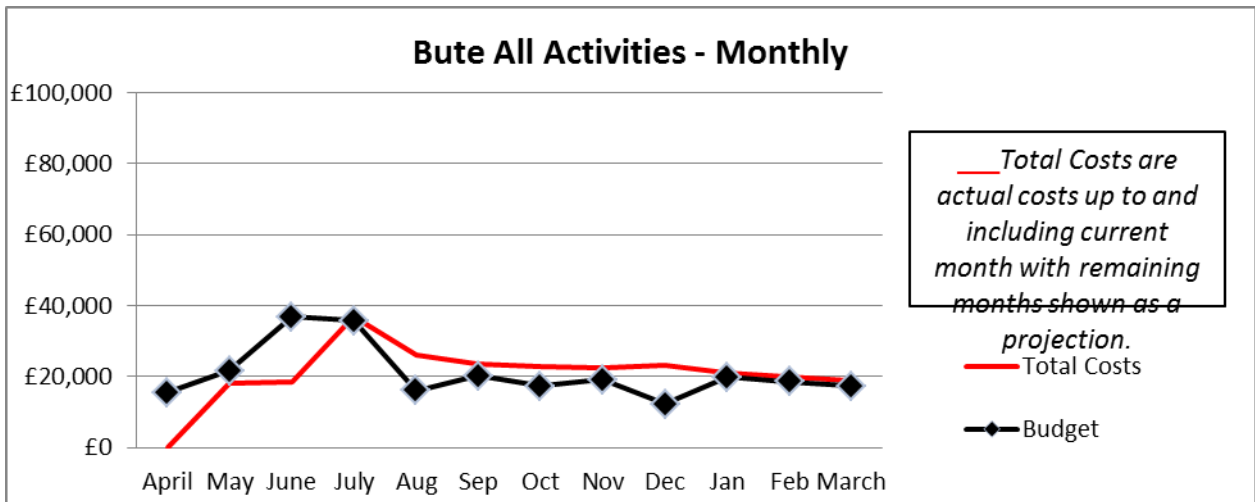
Year End Spend Profile - 2014/15

Cowal



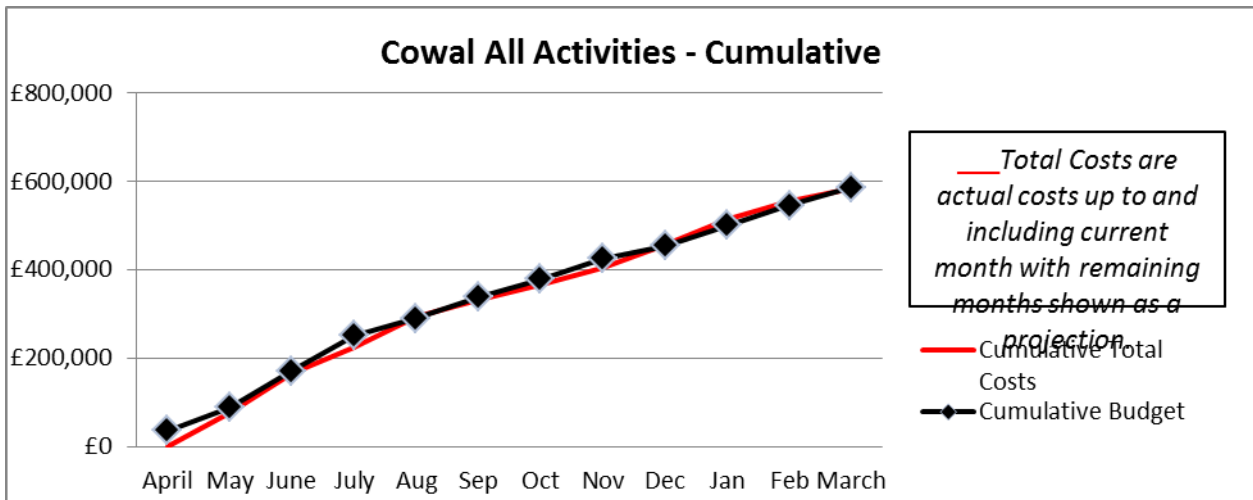
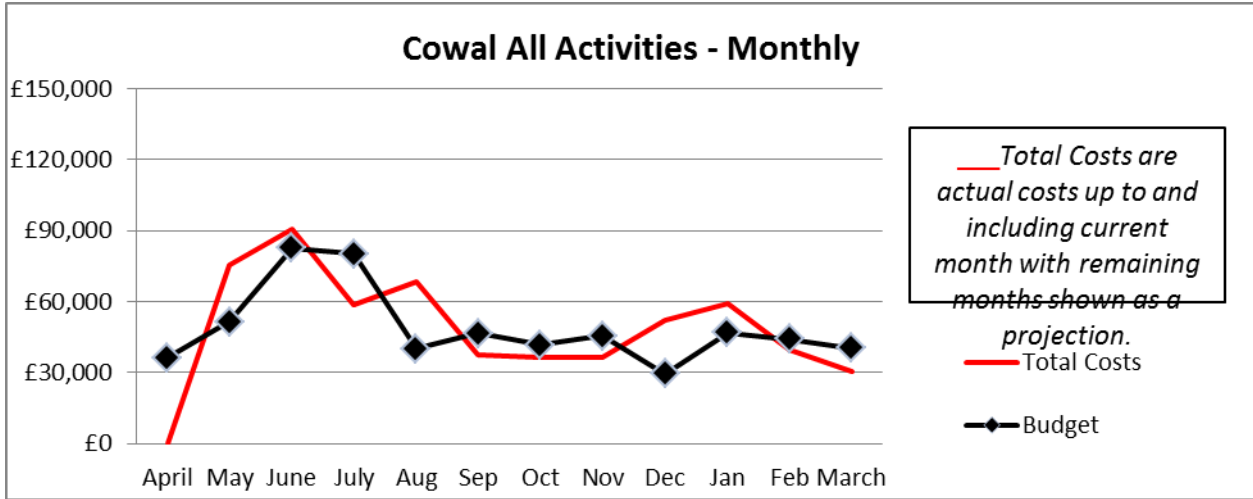
1st Quarter Spend Profile - 2015/16

Bute



1st Quarter Spend Profile - 2015/16

Cowal



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ARGYLL AND BUTE COUNCIL

Bute and Cowal Area Committee

Customer Services

6 October 2015

Cowal Area Local Bus Service Update

1.0 EXECUTIVE SUMMARY

- 1.1 This report provides members with information on development work which has been carried out in relation to bus service 480 which runs between Upper Kirm and Dunoon Ferry Terminal.
- 1.2 **Service 480-** Following the withdrawal of commercial service 80 between Hunters Quay Holiday Village and Dunoon, members also agreed on 3 February 2015 at Area Committee to leave the remaining service 480 unchanged. However, due to demand, this service is no longer adequate and frequently runs late.
- 1.3 Efficiency options for this service were presented to Area Committee on 2 June 2015, and a report updating the ongoing development work was presented to Area Committee on 4 August 2015.
- 1.4 Provide an hourly service 480 on a revised route between Hunters Quay Holiday Village, Upper Kirm, Dunoon Ferry Terminal and Milton by ceasing to serve Ardenslate Road and Alexandra Parade, saving mileage.
- 1.5 A survey of passengers who currently travel on other services into Dunoon from the north was carried out with a view to diverting these via Ardenslate Road and Alexandra Parade. Current users would prefer no change.
- 1.5 **Recommendation;** Members are asked to note the outcome of the recent passenger survey and note that further options will now require to be considered in order to provide a service on Alexandra Parade.

ARGYLL AND BUTE COUNCIL

Bute and Cowal Area Committee

Customer Services

6 October 2015

Cowal Area Local Bus Services

2.0 INTRODUCTION

- 2.1 This report provides members with information on development work which has been carried out in relation to service 480 which runs between Upper Kirn and Dunoon Ferry Terminal.

3.0 RECOMMENDATIONS

- 3.1 Members are asked to note the outcome of the recent passenger survey carried out on services into Dunoon and the preference by current users for no change and to further note that as a result it will now be necessary to consider further cost neutral options to provide a service on Alexandra Parade..

4.0 DETAIL.

- 4.1 Following the decision taken on 3 February 2015 not to replace commercial service 80 due to budgetary constraints it was decided to leave the remaining 480 service unchanged.
- 4.2 Unfortunately, it became clear that this busy service, could not keep to the timetable.
- 4.3 Options for rescheduling this service were presented to Area Committee on 2 June, 2015, and details of the ongoing development work were presented to Area Committee on 4 August 2015:
- 4.4 The proposed timetable and route for service 480 would result in a route between Hunters Quay Holiday Village, Upper Kirn, Dunoon Ferry Terminal and Milton. Ardenslate Road and Alexandra Parade would no longer be served with a resultant saving in mileage operated.
- 4.5 A survey of passengers who currently travel on other services into Dunoon from the north (478 from Portavadie, 479 from Rothesay, 484 from Carrick Castle and 486 from Inveraray) was carried out with a view to diverting these via Ardenslate Road and Alexandra Parade. The first week produced 47 responses, 38 against the proposal and eight in favour with one form returned bearing a comment but no choice. A verbal update with the final totals will be given at the meeting.

5.0 CONCLUSION

- 5.1 The withdrawal of the commercially operated service 80 resulted in the residual, busy council supported service 480 being unable to operate to the scheduled timetable.
- 5.2 After consideration of options which have been presented to Area Committee on 2 June 2015 and 4 August 2015, a survey of service users on other routes which could have covered the section of route to be withdrawn was carried out.
- 5.3 The preferred option for existing service users is as noted in the detail of this report, and as a consequence alternative cost neutral proposals will have to be evaluated in order to provide a service on Alexandra Parade.

6.0 IMPLICATIONS

- 6.1 Policy - None
- 6.2 Financial – provision of additional service to cover Ardenslate Road and Alexandra must be cost neutral and achieved through a reduction in mileage operated by Service 480.
- 6.3 Legal – None
- 6.4 HR - None
- 6.5 Equalities - None
- 6.6 Risk - None
- 6.7 Customer Service – Potential for complaints through further changes of services, although this has been minimised by carrying out a service user survey and accepting the result.

Executive Director of Customer Services

6 October 2015

For further information contact:

Malcolm MacFadyen,
Head of Facility Services
Kilmory
Lochgilphead
PA31 8RT

01546 604412

Policy Lead **Councillor Ellen Morton**

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ARGYLL AND BUTE COUNCIL**BUTE AND COWAL****AREA COMMITTEE****CUSTOMER SERVICES****6th OCTOBER 2015**

DUNOON WOODEN PIER

1.0 EXECUTIVE SUMMARY

- 1.1 This report asks the Bute and Cowal Area Committee to determine their membership of the partnership to be set up with the Dunoon Pier Community Trust or any other organisation which has a relevant interest in the future of Dunoon Wooden Pier.
- 1.2 This report further advises the Bute and Cowal Area Committee of actions undertaken to identify partnership members from the Dunoon Pier Community Trust or any other organisation which has a relevant interest in the future of Dunoon Wooden Pier.
- 1.3 This report further sets out proposals for the arrangement of a first meeting of the partnership

ARGYLL AND BUTE COUNCIL

BUTE AND COWAL

AREA COMMITTEE

CUSTOMER SERVICES

6th OCTOBER 2015

DUNOON WOODEN PIER

2.0 RECOMMENDATIONS

- 2.1 That the Area Committee note the decision of full Council at its meeting of 25th June 2015;
- 2.2 That the Area Committee determine which three members of the Area Committee are appointed to sit on the Dunoon Wooden Pier partnership;
- 2.3 That the Area Committee note that the chair of the partnership shall be appointed by the full Council;
- 2.4 That the Area Committee note the actions which have been carried out by officers to identify membership of the partnership from the Dunoon Pier Community Trust;
- 2.5 That the Area Committee agree the proposed actions for arranging a first meeting of the partnership.

3.0 DETAIL

- 3.1 The Bute and Cowal Area Committee agreed at its meeting on 7th April 2015, a motion recommending to full Council that a sub-committee of the Area Committee be established to work in partnership with the Dunoon Pier Community Trust to ensure that the historic Dunoon pier is brought back into use in a manner that reflects the community's views on what the pier should be used for.
- 3.2 Council considered this recommendation at its meeting on 25th June 2015, and agreed a motion in the following terms:
 - 'That members of the Council :-
 - 1. Note that Dunoon Pier is an A listed structure which is recorded in Historic Scotland's Buildings at Risk Register;
 - 2. Note that Dunoon Pier Project forms part of the Council's wider Dunoon Waterfront Project and that the works are currently ongoing in relation to Phase 1 on the redevelopment programme;

3. Note that there is currently no business case, budget or implementation programme for the Phase 2 works;
4. Note that the Council does not currently consider the wooden pier in Dunoon to be surplus to its requirements, is not listed on the Council's surplus property list and therefore is not currently considering any form of third sector asset transfer;
5. Note the advice in the report that there is a potential for conflict of interest in the event that members of the Dunoon Pier Community Trust (DPCT) are appointed to a sub-committee which may have the responsibility of appraising a third sector asset transfer;
6. Note the decision of the Bute and Cowal Area Committee at their meeting held on 7th April 2015;
7. Agree to promote a partnership arrangement between the Bute and Cowal Area Committee and the Dunoon Pier Community Trust or with such other organisations or groups as may be identified as having a relevant interest in the future of Dunoon Pier and associated matters;
8. Agrees that the partnership will consist of three members appointed from the Bute and Cowal Area Committee and three representatives from the DPCT, or any other organisation or group identified as having a relevant interest in the future of Dunoon Pier;
9. Agrees to the following terms of reference for the partnership:
 - a. The purpose of the partnership is to identify issues and work towards solutions for the future of Dunoon Pier and to promote the pier buildings as an asset for the people and communities of Dunoon and Cowal to the benefit of the economic, cultural and leisure life of the area.
 - b. The partnership will be chaired with the chair being appointed by the full Council.
 - c. The partnership may invite attendance from subject matter experts as required by the agenda to support the development of the partnership.
 - d. The partnership should meet quarterly, on a schedule to be agreed at the first partnership meeting.

e. The partnership is an advisory group and is not responsible for policy making for any of the constituent partner organisations.

f. The minute of the partnership will be published within 20 working days of each meeting with a draft agenda circulated to the attendees five working days ahead of each meeting.'

- 3.3 The Bute and Cowal Area Committee are required to appoint three from their number to sit on the partnership which is promoted by Council.
- 3.4 In addition to the three members appointed from the Bute and Cowal Area Committee, the partnership body, as promoted by the decision of Council, will include three representatives from the Dunoon Pier Community Trust or any other organisation or group identified as having a relevant interest in the future of Dunoon Pier. In order to identify these non-Area Committee members of the partnership, an invitation has been sent to the Dunoon Pier Community Trust seeking the nomination of representatives. In addition, in accordance with the decision of Council to bring within the partnership other organisations or groups which have a relevant interest in the future of the pier, invitations to propose representatives for the partnership have been extended to the wider community, through correspondence issued to the Bute and Cowal caucus of Community Councils and to other relevant groups as identified by officers engaged in the regeneration of Dunoon.
- 3.5 Arrangements for a first meeting of the partnership body will be made by officers to take place at a suitable location in Dunoon. In accordance with the decision of Council, the partnership will at this meeting be asked to agree a schedule of quarterly meetings to take place thereafter.

4.0 CONCLUSION

- 4.1 The Area Committee is asked in this report to determine which members of the Committee will sit on the partnership body promoted by Council, to note actions taken to identify other members of the partnership body, and to note the actions taken to make arrangements for the first meeting of the partnership body. The decision asked to be taken by the Area Committee and the actions undertaken by officers which are reported in this paper are necessary to ensure that the decision of Council to promote the partnership arrangement are efficiently and effectively progressed.

5.0 IMPLICATIONS

Policy: Council has determined to promote a partnership arrangement

regarding Dunoon Wooden Pier, and the recommendations contained in this report will, if agreed, progress that decision.

Financial:	Support arrangements for the promoted partnership arrangements will impact financially upon the Council for provision of meeting space, attendance of officers as required, and preparation of agendas and minutes.
Legal:	None
HR:	None
Equalities:	None
Risk:	None
Customer Service:	Invitations to propose representatives being issued to the wider local community through the local caucus of Community Councils and directly to organisations identified by those engaged in regeneration in Dunoon, enables the inclusion in the partnership body of all with a relevant interest in the future of Dunoon Pier.

Executive Director of Customer Services
11th August 2015

For further information contact: Graeme B. Forrester, Area Committee Manager,
Kilmory, Lochgilphead, tel: 01546 604197

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ARGYLL AND BUTE COUNCIL**BUTE AND COWAL****Area Committee****CUSTOMER SERVICES****6th October 2015**

IT INFRASTRUCTURE FOR DUNOON MEETINGS

1.0 EXECUTIVE SUMMARY

The purpose of the report is to update Members in relation to the provision of IT infrastructure to support meetings of the Area Committee and business day. Provision has already been made at a number of meeting locations across Argyll and Bute but difficulties have been encountered in progressing with provision at Castle House, Dunoon due to particular IT challenges within the building.

Members are asked to note the up to date information provided by IT in regards making suitable, effective and reliable infrastructure provision for internet access at either Castle House or the school hostel and identify a preferred way forward.

ARGYLL AND BUTE COUNCIL

BUTE AND COWAL

Area Committee

CUSTOMER SERVICES

6th October 2015

IT INFRASTRUCTURE FOR DUNOON MEETINGS

2.0 RECOMMENDATIONS

- 2.1 That Members note the current position in regards provision of IT infrastructure at Area Committee meetings in Dunoon and identify a preferred way forward.

3.0 DETAIL

- 3.1 Customer and Support Services have been delivering a programme of provision of IT infrastructure at Area Committee meeting locations, primarily to provide Lync conferencing facilities into meetings, thereby reducing the amount of travel undertaken by officers attending meetings, and to widen opportunity for remote participants to be involved in discussions with elected Members. In addition to the roll out programme which IT are undertaking, there have been requests from elected Members for wifi provision to be available at all meeting locations.

- 3.2 In Bute and Cowal this technology has been provided within Eaglesham House, and it has similarly been provided at locations in other parts of Argyll and Bute.

- 3.3 Members have had a number of discussions about the best way to progress provision of this infrastructure in Dunoon, recognising that the current meeting place, Castle House, has particular IT challenges which require to be overcome. One option explored by Members was the possibility of holding meetings in the school hostel in Hunter Street, and the May business meeting took place there on a trial basis. The overall facility at the hostel was good and generally well received, however the speed of connection to IT systems at the location was poor, and Members were not able to access the corporate network.

- 3.4 During recent discussions suggestion was made of linking into the Broadband provision currently available within the Castle House Museum, and advice on this possibility has been sought from IT. They have advised that such an arrangement would mean that Lync could only be accessed via a Virtual Private Network, which would make it very difficult for IT to provide adequate support to conferences/Lync calls, and the quality would be very patchy and likely to be of an unacceptable standard to Members.

Given the advice provided in respect of this suggestion IT were

3.5 invited to provide updated advice on the best way forward for this matter, and have once again confirmed that the best option is to install SuperFast Broadband (once it is fully available in Dunoon). Costs are difficult to confirm, but are estimated at £634 for one off costs (subject to technical survey of buildings), and somewhere in the region of £700 per year recurring costs for line rental and unlimited business Broadband provision. Clearly, if this was the agreed option such provision could be made either at Castle House or at the school hostel, dependant on which meeting facility Members feel is preferable.

3.6 There is a limited budget held by Customer and Support Services to cover the capital costs of provision of infrastructure, and it is likely therefore that the Service Department will require to fund a portion of capital costs associated with this. Ongoing revenue costs associated with the new technology will require to be met by the Service Department, ie will have to be covered within the Elected Members agreed budget.

3.7 BT have for some time been predicting that SuperFast Broadband will be available imminently, and provision has been made available in parts of Dunoon over recent weeks. Given the community wide expectation of the new technology it can be anticipated that there may be significant demand for its use/provision, and therefore they may be a delay in all service requests being progressed. This could lead to a delay in the actual provision being made at either Castle House or the hostel, were Members minded to agree that this is the best option.

4.0 CONCLUSION

4.1 Members are asked to note that the option of linking into another user's IT facility within Castle House is not recommended by the IT service, and that their advice on best options is to install SuperFast Broadband once it is fully available in Dunoon. Members are further asked to note that provision of this technology is expected to be completed across Dunoon very soon, but that there is a potential for delay in individual installation if the level of demand by the community is high.

5.0 IMPLICATIONS

Policy: In keeping with the Council's commitment to improve communication and reduce costs associated with attendance at meetings.

Financial: Capital costs will be covered within agreed IT capital budget, ongoing revenue costs will be included within the agreed Members budget

Legal: None

HR: None

Equalities: None
Risk: None
Customer Service: Improved access to meetings will enhance the service provided to customers.

Executive Director of Customer Services
3rd September 2015

For further information contact: Shirley MacLeod, Area Governance Manager, 22 Hill Street, Dunoon - Tel 01369 707134

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