

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

*Customer Services*  
*Executive Director: Douglas Hendry*



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5 October 2015

**NOTICE OF MEETING**

A meeting of the **HELENSBURGH & LOMOND AREA COMMITTEE** will be held in the **PILLAR HALL, VICTORIA HALLS, HELENSBURGH** on **TUESDAY, 13 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) **Minutes of previous Helensburgh and Lomond Area Committee meeting held on 11 August 2015. (Pages 1 - 8)**
  - (b) **Minutes of Special Helensburgh and Lomond Area Committee held on 8 September 2015 (Pages 9 - 12)**
4. **PUBLIC QUESTION TIME**
5. **EAST CLYDE STREET BUILDING, HELENSBURGH - NAMING PROPOSAL**  
(Pages 13 - 18)  
Report by Executive Director – Customer Services.
6. **ROADS ISSUES AND ROADS REVENUE BUDGET FQ1 & FQ4** (Pages 19 - 32)  
Report by Executive Director – Development and Infrastructure Services
7. **HOLOCAUST MEMORIAL DAY** (Pages 33 - 36)  
Report by Executive Director – Customer Services.

## **Helensburgh & Lomond Area Committee**

Councillor Maurice Corry	Councillor Vivien Dance
Councillor George Freeman (Vice-Chair)	
Councillor David Kinniburgh	Councillor Robert Graham MacIntyre
Councillor Aileen Morton	Councillor Ellen Morton
Councillor Gary Mulvaney (Chair)	Councillor James Robb
Councillor Richard Trail	

Shona Barton – Area Committee Manager

Contact: Theresa McLetchie - Tel: 01436 657621

**MINUTES of MEETING of HELENSBURGH & LOMOND AREA COMMITTEE held in the JUBILEE ROOM, VICTORIA HALLS, HELENSBURGH on TUESDAY, 11 AUGUST 2015**

**Present:** Councillor Gary Mulvaney (Chair)

Councillor George Freeman	Councillor Ellen Morton
Councillor Maurice Corry	Councillor Aileen Morton
Councillor Vivien Dance	Councillor David Kinniburgh
Councillor Robert G MacIntyre	

**Attending:** Shona Barton – Area Committee Manager  
Malcolm MacFadyen – Head of Facility Services  
Fergus Murray – Head of Economic Development & Strategic Transportation  
David Clements – Programme Manager  
Audrey Baird – Community Development Officer  
Ishabel Bremner – Economic Development Manager  
Tom Murphy – Amenities Manager  
Arlene Cullum – Senior Development Officer  
Melissa Simpson – Project Officer  
Mitch Dow – Area Team Leader  
Craig Houston – Property Services Manager  
Jackie Connelly – Performance Improvement Officer

## **1. COMMENT**

The Chair outlined to Members the achievements of Eve Thompson, a 16 year old pupil at Hermitage Academy, who had recently won Gold medals in 50m and 100m breast stroke at the Scottish Summer Championships in the under-18 category. Among Eve's other achievements are being part of the "Scotland" team in the Tri-Nations tournament last year and qualifying for the Commonwealth trials in butterfly, breast stroke and freestyle. She also holds a number of records in West Dunbartonshire swimming club. She is dedicated to sport, training 5 times a week before and after school. Eve has recently learned that she has been accepted to study Sports Science at Stirling University where she will be able to combine her studies with swimming at the National Swimming Academy. Eve was unable to attend the meeting but the Area Committee congratulated Eve on her achievements and wished her every success for the future, and noted that the letter and congratulations would be passed on to her.

## **2. APOLOGIES**

Apologies for absence were intimated on behalf of the following:-

Councillor Richard Trail  
Councillor James Robb

**3. DECLARATIONS OF INTEREST**

Councillor MacIntyre declared a non-financial interest in Item 6(a) on the agenda due to his involvement with Rosneath Highland Games because there may be a reference to the organisation during discussion of this item. He advised that he would take no part in the discussion of this item where it specifically related to that group.

**4. MINUTES**

**(a) MINUTES OF PREVIOUS HELENSBURGH AND LOMOND AREA COMMITTEE MEETING HELD ON 9 JUNE 2015.**

The Minute of the previous meeting held on 9 June 2015 was approved as a true record.

**5. PUBLIC QUESTION TIME**

The Chair invited questions from the public in attendance at the meeting.

Mr Sephton MacQuire raised his concerns in regards the item at 6(a) Third Sector Grants with particular reference to the recommendation relating to Helensburgh Highland Games and asked Members to give consideration to the points he had raised.

The Chair noted the points that Mr MacQuire had drawn attention to and that Members would take cognisance of these during their deliberation of this issue.

Mr Tony Davey, Cardross Community Council, highlighted the increase in volume of HGV traffic in Carman Road, Cardross and outlined the impact on local roads by recent road traffic accidents in the area. He continued that the local Community Council had raised the issue of advisory signage being erected at the entrance to Carman road.

Tom Murphy, the Amenity Services Manager reported that he was in the process of reviewing this and appropriate signage would be actioned.

Mr Davey expressed concerns in regards the detrimental state of the grassed areas and flower beds in Cardross and how this detracted from the image of 'Cardross being the front door to Argyll and Bute'. He requested that attention be given to tidying up these areas.

Mr Murphy acknowledged that there had been a resource issue in the Cardross area and advised that he would arrange a meeting to further discuss Mr Davey's concerns.

Mr Alan MacFadyen asked Members to confirm what form the signage would take at the new office building in Helensburgh.

Councillor Ellen Morton confirmed that there would be appropriate signage at the new building.

Members also agreed to have a report on advisory signage and road traffic management contingency plans to a future meeting.

**6. AREA SCORECARD FQ1 2015-16**

The Committee considered a report which presented the Area Scorecard, with exceptional performance for financial quarter 1 of 2015-16 (April – June 2015).

Discussion took place in regards dog fouling fines and the indicators relating to the economy .

**Decision**

Members agreed:-

1. To note the report.
2. That the Programme Manager would look to include the number of planning applications submitted in future Scorecard reports.

(Reference: Report by Executive Director – Customer Services, dated 11 August 2015, submitted).

**7. THIRD SECTOR GRANTS**

**(a) THIRD SECTOR GRANTS - SECOND TRANCHE**

The Committee considered a report which provided the detail of recommendations for the award of Third Sector Grants (including Events and Festivals) to Third Sector organisations in Helensburgh and Lomond. It also provided recommendations in relation to grants which had previously been awarded.

Discussion followed in relation to the Helensburgh Highland Games and the recommendation that the group be asked to return a proportion of their grant as the event had been cancelled due to inclement weather. The Community Development Officer provided information on the contractual elements which related to the grant award

**Decision**

Members agreed:-

1. That the 8 organisations listed below are awarded funding from the Third Sector Grant budget; and
2. To defer consideration of the recommendation relating to Helensburgh Highland Games to a Special Area Committee scheduled for September 2015.

Ref No	Organisation	Grant 2013/14	Grant 2014/15	Total Project	Amount Requested	Recommendation	Amount Awarded
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				<b>Cost</b>			
1	Arrochar and Tarbet Christmas Lights	New	New	£1,871	£935	£935	£935
2	Arrochar & Tarbet Senior Citizens Welfare Committee	New	New	£1,080	£540	£540	£540
3	Cove and Kilcreggan Youth Café	£1,040	£1,500	£3,472	£1,736	£1,200	£1200
4	Cove Burgh Hall	New	New	£4,971	£2,485	£2485	£2485
5	Geilston Hall Management Committee	New	New	£3,090	£1,545	£1,545	£1545
6	Helensburgh and Lomond Autism/Aspergers Society	N/A	£1,500	£2,944.75	£1,444	£768	£768
7	Helensburgh Oratorio Choir	New	New	£9,850	£4,000	£2,000	£2000
8	Helensburgh Savoy Musical Theatre Club	£1,125	£1,125	£12,500	£4,000	£660	£660
				<b>Total recommended</b>	£9,683		
				<b>Balance</b>	£0		

(Reference: Report by Executive Director – Community Services, dated 11 August 2015, submitted).

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

The Committee considered a report which highlighted how the funding from grants to the Third Sector was spent in 2014/15. Information was taken from the end of year project monitoring reports returned by those organisations awarded funding.

Discussion took place on the procedures in place for groups to submit the End of Project Monitoring form and the Community Development Officer agreed to forward on the documentation to local Members.

**Decision**

1. To note the report;
2. To note that those organisations who do not submit an end of project monitoring report are not eligible for funding from this grant scheme in future years;
3. That the Gibson Community Centre Committee is requested to return £1,644 of the £2,514 Third Sector Grant it received in 2014/15 as the actual cost of the events it had proposed was £1,740 rather than the projected cost of £5,770.
4. That the funds to be returned by the Gibson Community Centre Committee are reallocated in a third round of Third Sector Grant funding in Helensburgh and Lomond in 2015/16.
5. To recommend to the Policy and Resources Committee that any balance remaining in the Third Sector Grants budget which is above the threshold of the 10% already agreed be carried forward to the 2016/17 Financial year for allocation.

(Reference: Report by Executive Director – Community Services, dated 11 August 2015, submitted).

### **8. SCHOOL HOLIDAYS AND IN SERVICE DAYS: 2016/2017**

The Committee considered a report which provided the detail of schools holidays and in-service days for 2016/2017 in the Helensburgh and Lomond area.

#### **Decision**

Members agreed to endorse:-

1. The final pattern of school holiday and in-service days for session 2016/2017; and
2. That the details of school holidays and in-service days for 2016/2017 be circulated to schools and all relevant organisations..

(Reference: Report by Executive Director – Community Services, dated 11 August 2015, submitted).

### **9. HELENSBURGH AND LOMOND ECONOMIC DEVELOPMENT ACTION PLAN 2015/16**

The Committee considered a report which provided the detail on the proposed Helensburgh and Lomond Economic Development Action Plan (EDAP), 2015/16.

Discussion took place on the work being undertaken to promote tourism in the local area and the roll-out of superfast broadband locally.

#### **Decision**

Members agreed:-

1. To approve the Helensburgh and Lomond Economic Development Action Plan as a working document for 2015/16; and
2. To request a report on the roll-out of superfast broadband for the September Business Day meeting.

(Reference: Report by Head of Economic Development and Strategic Transportation, dated 11 August 2015, submitted).

### **10. CARE AT HOME**

The Committee considered a report which updated on the findings of the continuing quarterly evaluation of the Care at Home provision within the Helensburgh and Lomond area.

Discussion followed and the Area Team Leader updated Members on the main issues contained within the report and advised that the Management structure was

more stable in the local area.

Members questioned the level of Service Monitoring visits and frequency of visits by Social workers. The Area team Leader Advised that the frequency of visits related to the individual risk assessments.

### **Decision**

Members agreed to note the report.

(Reference: Report by Executive Director – Community Services, dated 11 August 2015, submitted).

## **11. CHORD PROGRAMME - ACTIONS FROM INTERNAL AUDIT REPORT**

The Committee considered a report providing the detail of the findings of the Internal Audit Review of the CHORD Programme in February 2014/15 which had identified two areas for action, one relating to project governance and the other to do with managing risks. The report provided an overview of the current governance arrangements.

### **Decision**

Members agreed to note the report.

(Reference: Report by Executive Director – Executive Director of Development and Infrastructure, dated 29 June 2015, submitted).

## **12. NOTICE OF MOTION UNDER STANDING ORDER 13**

Councillor Freeman, seconded by Councillor Robert G MacIntyre had given notice of the following Motion:-

### **Motion**

- a. Officers should prepare a report for the next meeting of the Helensburgh & Lomond Area Committee which will provide Members with options for relocating the art work from the front elevation of the new Council offices on East Clyde Street, Helensburgh along with approximate costs for such work.
- b. Members should provide officers with suggestions on alternative corporate signage or art work to replace the existing art work that will enhance the Council's corporate image within the Helensburgh & Lomond area that officers should include within their report to at (a) above for the October Area Committee meeting.

Moved by Councillor Freeman, seconded by Councillor Robert G MacIntyre

### **Amendment**

Members note previous advice from officers that it would not be cost neutral to relocate the artwork from its present position and agree to take no further action.



Moved by Councillor Mulvaney, seconded by Councillor Ellen Morton.

The requisite number of Members required the vote to be taken by calling the roll, and Members votes as follows:-

**Motion**

**Amendment**

Councillor George Freeman  
Councillor Robert G Macintyre  
Councillor Vivien Dance  
Councillor Maurice Corry

Councillor Gary Mulvaney  
Councillor Ellen Morton  
Councillor Aileen Morton  
Councillor David Kinniburgh

On their being an equality of votes, the Chair gave his casting vote for the Amendment.

**Decision**

The Area Committee resolved accordingly in terms of the Amendment.

**13. \* HERMITAGE PARK**

Discussion followed in regards the proposed maintenance of the Ponds within the park and Officers confirmed that there would be a clear planting policy, providing the right balance to ensure that as much as possible they were self-managing.

There was also discussion on the costs for maintenance, particularly in years 6-10, and the potential implication if the Council breached the maintenance agreement.

**Motion**

That Members approve and adopt in principle the ten year Management and Maintenance Plan and associated financial resources needed to deliver the plan, which must meet and achieve Green Flag Standards for ten years after project completion, and recommend approval of these to Policy and Resources Committee. Funding will come from within existing amenity services budgetary spend for Hermitage Park.

That Members delegate authority to the Director of Development and Infrastructure to intimate agreement to HLF and recommend approval of this to Policy and Resources Committee.

Moved by Councillor Mulvaney, seconded by Councillor Ellen Morton

**Amendment**

That Members defer a decision until consideration of the Budget figures for 2016.

Moved by Councillor Freeman, seconded by Councillor Robert G Macintyre

On a show of hands vote, the Motion was carried by 6 votes to 2 and the Committee resolved accordingly.

(Reference: Report by Executive Director – Executive Director of Development and Infrastructure, dated 11 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 Paragraphs 8 & 9 of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973.

### **14. HELENSBURGH OFFICE PROJECT UPDATE**

The Committee considered a report which provided a further update on progress with respect to the Helensburgh Office project.

Members gave consideration to information from the Head of Facility Services.

#### **Decision**

Members agreed to the recommendations contained within the report.

(Reference: Report by Executive Director – Customer Services, dated 11 August 2015, submitted).

### **15. CARE AT HOME - NEW MODEL OF CARE**

The Committee considered a report which provided the detail of the proposed new model of care which is intended to be trialled in two localities.

Discussion followed and the Performance Improvement Officer provided information on the pilot project for Helensburgh Central on the new Model of Care.

#### **Decision**

Members agreed to note the content of the report and the trial of the new model.

(Reference: Report by Executive Director – Community Services, dated 11 August 2015, submitted).

**MINUTES of MEETING of HELENSBURGH & LOMOND AREA COMMITTEE held in the  
PILLAR HALL, VICTORIA HALLS, HELENSBURGH  
on TUESDAY, 8 SEPTEMBER 2015**

**Present:** Councillor Gary Mulvaney (Chair)

Councillor Maurice Corry	Councillor Aileen Morton
Councillor Vivien Dance	Councillor Ellen Morton
Councillor David Kinniburgh	Councillor James Robb
Councillor Robert G MacIntyre	Councillor Richard Trail

**Attending:** Shona Barton – Area Committee Manager  
Rona Gold – Community Planning Manager  
Helen Ford – CHORD Project Manager  
Andrew Collins – Regeneration Project Manager

**1. APOLOGIES**

Apologies for absence were intimated from:-

Councillor George Freeman

**2. DECLARATIONS OF INTEREST**

Councillor Robert G MacIntyre declared a non-financial interest in relation to the Third Sector Grant awarded to Rosneath Highland Games, he left the room and took no part in the discussion of this issue which is dealt with at Item 3 of this Minute.

**3. THIRD SECTOR GRANTS - SECOND TRANCHE**

The Committee considered a report which provided an update on the Third Sector Grants awarded to the Helensburgh Highland Games Committee and the Rosneath Highland Games Committee in the first round of funding in April 2015.

Councillor Trail entered the meeting at 9.15a.m.

**Motion**

- 1.1 That the Area Committee note the conditions detailed in the Council's contract for Third Sector Grants in that "unspent funds" for the purpose stated in the application are returned to the Council.
- 1.2 That the Area Committee recommends that the Policy and Resources Committee:-
  - 1.2.1 Recognise the exceptional weather circumstances that resulted in the cancellation of the entire Helensburgh Highland Games and partial abandonment of the Rosneath Highland Games and agrees:-

- (a) that grant recipients provide evidence to the council of the costs incurred due to losses, to enable the amount of “unspent grant” to be determined in each case;
- (b) a variation to the contract with both community organisations to allow them to carry forward these ‘unspent grant’ funds to 2016/17;
- (c) the organisation provide an assurance that the event is planned to take place in 2016/17. In the event that the organisation cannot provide an assurance, that ‘unspent grant’ is refunded.

1.2.2 Allow the Area Committee to carry forward any Third Sector Grant balances in excess of the 10% of the total available.

- 1.3 That officers provide a report in December on the final determined sum of ‘unspent grants’ carried forward by both organisations.
- 1.4 That both organisations are eligible to apply for a grant for 2016/17, but any ‘unspent grant’ brought forward from 2015/16 (in 1.21a above) would be deducted from the eligible amount available in 2016/17 for those organisations.

Moved by Councillor Mulvaney seconded by Councillor Ellen Morton.

### **Amendment**

The Area Committee recommends to the Policy and Resources Committee that Helensburgh and Rosneath Highland Games Committees are requested to return the balance of their grants awarded over 50% of the costs incurred with their events as evidenced to the Council.

Moved by Councillor Robb seconded by Councillor Dance.

### **Decision**

On a show of hands vote, the Motion was carried by 5 votes to 3 and the Committee resolved accordingly.

(Reference: Report by Executive Director – Community Services, dated 8 September 2015, submitted).

Councillor Macintyre re-entered the meeting at conclusion of the previous item of business.

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

**4. FORMER MARINERS SITE, HELENSBURGH PIERHEAD**

The Committee considered a report which related to a land swap on the former Mariners site, Helensburgh Pierhead.

**Motion**

That the Area Committee agree the recommendations as outlined in the report.

Moved by Councillor Mulvaney and seconded by Councillor Aileen Morton.

**Amendment**

Councillor Dance moved an amendment which was seconded by Councillor Robb.

**Decision:**

On a show of hands vote, the Motion was carried by 5 votes to 4 and the Committee resolved accordingly.

(Reference: Report by Executive Director – Development and Infrastructure Services, dated 8 September 2015, submitted).

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**ARGYLL AND BUTE COUNCIL**

**Helensburgh and Lomond Area  
Committee**

**Customer Services**

**13 October 2015**

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**East Clyde Street building, Helensburgh – naming proposal**

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**1.0 EXECUTIVE SUMMARY**

- 1.1 In response to continuing public interest in the council's new offices at East Clyde Street, Helensburgh, and in consultation with the Provost, Depute Leader and Area Committee Chair, ideas were sought for names for the building from the community.
- 1.2 This report outlines responses received and invites a recommendation for a name or names from the Area Committee
- 1.3 The naming of the building is a civic matter and so will go to the Provost's office for a final decision.

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**ARGYLL AND BUTE COUNCIL**

**Helensburgh and Lomond Area  
Committee**

**Customer Services**

**13 October 2015**

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**East Clyde Street building, Helensburgh – naming proposal**

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**2.0 INTRODUCTION**

2.1 In response to continuing public interest in the council's new offices at East Clyde Street, Helensburgh, and in consultation with the Provost, Depute Leader and Area Committee Chair, ideas were sought for names for the building from the community.

**3.0 RECOMMENDATIONS**

3.1 That the Area Committee make an appropriate recommendation to the Provost's office.

**4.0 DETAIL**

4.1 Through local media (broadcast and print), via the council's website news pages, and using the council's Facebook and Twitter social media outlets, the council's Communications Team invited members of the community in Helensburgh and Lomond to propose names for the East Clyde Street building as a whole, or for any of the key parts ; its council service delivery section, the community use space, or the marriage suites.

4.2 The invitation went out via the channels mentioned at 3.1 on Tuesday 25 August, with a deadline given of Friday 11 September.

4.3 Forty nine individual suggestions were received. Twenty two nominations were received proposing that the building be named The Helensburgh and Lomond Civic Centre. Two nominations were received proposing that the building be named The Civic Centre. The suggestions for names and the number of people supporting each one are listed in Appendix 1.

**5.0 CONCLUSION**

5.1 The communities of Helensburgh and Lomond were consulted in the development of this major new building which will provide a one-stop shop for key council services, community spaces and marriage suite.



5.2 Agreeing a name has further involved the community in the development of the building which has attracted a large amount of interest

**6.0 IMPLICATIONS**

6.1 Policy None

6.2 Financial None

6.3 Legal None

6.4 HR None

6.5 Equalities None

6.6 Risk None

6.7 Customer Service None

6.8 Communities The community has been involved through an invitation to propose names for the building.

**Executive Director of Customer Services**

**Policy Lead – Councillor Dick Walsh**

18 September 2015

**For further information contact:** Malcolm MacFadyen, Head of Facility Services  
tel.01546 604412

**APPENDICES**

Appendix 1 – List of suggested names

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## Appendix 1

<b>Names suggested 25 August – 11 September 2015</b>	
The Lomond Centre	1
the Helensburgh and Lomond Civic Centre	22
Helensburgh District Council Chambers	1
Millig House	1
Colquhoun House	1
Clyde Shore House	1
The Civic Centre	2
Petrie Place	1
Include "John Logie Baird"	1
The Riverside Centre	1
The Argyll & Bute Helensburgh Civic Centre	1
The Old Clyde Street School Offices	1
The Helensburgh Community Venue	1
The Henry Bell Centre	1
Mordor	1
Argyll and Bute Council Gareloch and Loch Long Regional Office	1
The Clyde Centre	1
Clyde Street Civic Centre	1
Clutha House	1
Clydeside House Council and Venues	1
The Queen Elizabeth Civic Centre	1
Ametyville House/ House of Horrors	1
Templeton Civic Centre	1
The Baird Building	1
Helensburgh Council Offices	1
Logie Baird House	1
Lenox House	1
THE FACE	1
Helensburgh District Council Offices	1

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**ARGYLL AND BUTE COUNCIL****HELENSBURGH AND LOMOND AREA COMMITTEE****DEVELOPMENT AND  
INFRASTRUCTURE SERVICES****13 OCTOBER 2015**

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**ROADS REVENUE BUDGET - 2015 to 2016 – 1<sup>st</sup> QUARTER UPDATE**

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**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 1<sup>st</sup> Quarter of financial year 2015/16.
- 1.2 This report follows-on from the report presented 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 Lomond Area is £617,904, of which, £70,183 has been spent at the end of the 1<sup>st</sup> Quarter – or 11%. 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 – 1<sup>st</sup> QUARTER UPDATE**

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**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 1<sup>st</sup> 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 £679,075 for the 2014 to 2015 financial year to £617,904 for this financial year for the Helensburgh and Lomond 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 1<sup>st</sup> 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 Helensburgh and Lomond 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 potholing allowing increased expenditure on ditching and drainage works.
- 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 Helensburgh and Lomond Area for the first quarter in year 2015 to 2016. It indicates a spend of £70,183 for the end of Q1, or 11% of the budget of £617,904.
- 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 1<sup>st</sup> 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 the roads maintenance revenue budget was overspent by 8% in the Helensburgh and Lomond Area and 7% 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 11% in the Helensburgh and Lomond 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 – Helensburgh & Lomond Area

Appendix 3 – 2015/16 - Roads Revenue Budget

Appendix 4 – 2015/16 - Year-end spend

Appendix 5 – 2015/16 - Year-end spend – Helensburgh & Lomond 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
	<b>Roads</b>	<b>256,900</b>	<b>274,900</b>	<b>308,900</b>	<b>840,700</b>	<b>581,200</b>	<b>298,500</b>	<b>879,700</b>	<b>192,852</b>	<b>437,400</b>	<b>630,252</b>	<b>522,075</b>	<b>303,000</b>	<b>3,175,727</b>
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
	<b>Amenity</b>	<b>27,000</b>	<b>27,000</b>	<b>27,000</b>	<b>81,000</b>	<b>56,000</b>	<b>24,000</b>	<b>80,000</b>	<b>14,500</b>	<b>41,000</b>	<b>55,500</b>	<b>64,000</b>	<b>0</b>	<b>280,500</b>
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
	<b>Fleet</b>	<b>95,000</b>	<b>74,000</b>	<b>50,500</b>	<b>219,500</b>	<b>94,000</b>	<b>96,500</b>	<b>190,500</b>	<b>42,000</b>	<b>144,000</b>	<b>186,000</b>	<b>93,000</b>	<b>0</b>	<b>689,000</b>
		<b>378,900</b>	<b>375,900</b>	<b>386,400</b>	<b>1,141,200</b>	<b>731,200</b>	<b>419,000</b>	<b>1,150,200</b>	<b>249,352</b>	<b>622,400</b>	<b>871,752</b>	<b>679,075</b>	<b>303,000</b>	<b>4,145,227</b>

## Roads Revenue Maintenance Budget 2014 to 2015

### Budget and Spend for Q4 – Helensburgh and Lomond Area

	Activity Description	2014 / 15 Budgets	Spend to date	Budget Remaining	Percentage Budget Spent
0501	Patching	£214,875	£153,749	£61,126	72%
0502	Potholing	£55,000	£36,943	£18,057	67%
0801	Cattle Grids	£0	£16,372	-£16,372	n/a
1001	Footways/Kerbs	£29,000	£15,415	£13,585	53%
1301	Remedial Earthworks	£0	£2,602	-£2,602	n/a
1401	Drainage/Culverts	£63,000	£74,023	-£11,023	117%
1402	Drainage/Ditches	£72,000	£134,839	-£62,839	187%
1601	Scrub/Tree Maintenance	£26,000	£35,711	-£9,711	137%
1701	Roads Markings/Studs	£24,000	£31,033	-£7,033	129%
2001	Boundary Fences/Walls	£0	£2,308	-£2,308	n/a
2301	Traffic Signs	£10,000	£17,755	-£7,755	178%
2401	Vehicle Safety Fence	£1,500	£1,376	£124	92%
2411	Street Name Plates	£700	£0	£700	0%
2501	Sweeping and Cleaning	£0	£3,684	-£3,684	n/a
3201	Emergency Incidents	£7,000	£6,306	£694	90%
3202	Summer Standby	£19,000	£11,354	£7,646	60%
	<b>Roads</b>	<b>£522,075</b>	<b>£543,470</b>	<b>-£21,395</b>	<b>104%</b>
1501	Grass Cutting	£44,000	£27,260	£16,740	62%
1503	Weed Spraying	£20,000	£11,558	£8,442	58%
	<b>Amenity</b>	<b>£64,000</b>	<b>£38,818</b>	<b>£25,182</b>	<b>61%</b>
0503	Road Master	£52,000	£40,378	£11,622	78%
1801	Gully Emptying	£41,000	£108,656	-£67,656	265%
	<b>Fleet</b>	<b>£93,000</b>	<b>£149,034</b>	<b>-£56,034</b>	<b>160%</b>
		<b>£679,075</b>	<b>£731,322</b>	<b>-£52,247</b>	<b>108%</b>

## 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
	<b>Roads</b>	<b>248,833</b>	<b>248,832</b>	<b>248,832</b>	<b>746,497</b>	<b>501,100</b>	<b>250,548</b>	<b>751,648</b>	<b>147,623</b>	<b>344,454</b>	<b>492,077</b>	<b>359,504</b>	<b>277,500</b>	<b>2,627,226</b>
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
	<b>Amenity</b>	<b>32,306</b>	<b>32,306</b>	<b>32,306</b>	<b>96,918</b>	<b>61,846</b>	<b>30,924</b>	<b>92,770</b>	<b>19,323</b>	<b>45,087</b>	<b>64,410</b>	<b>70,900</b>	<b>0</b>	<b>325,000</b>
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
	<b>Fleet</b>	<b>82,334</b>	<b>82,334</b>	<b>82,334</b>	<b>247,002</b>	<b>164,000</b>	<b>82,000</b>	<b>246,000</b>	<b>83,850</b>	<b>195,650</b>	<b>279,500</b>	<b>187,500</b>	<b>0</b>	<b>960,000</b>
		<b>363,473</b>	<b>363,472</b>	<b>363,472</b>	<b>1,090,417</b>	<b>726,946</b>	<b>363,472</b>	<b>1,090,418</b>	<b>250,796</b>	<b>585,191</b>	<b>835,987</b>	<b>617,904</b>	<b>277,500</b>	<b>3,912,226</b>
			<b>%age split</b>		<b>30%</b>			<b>30%</b>			<b>23%</b>	<b>17%</b>		

## Roads Revenue Maintenance Budget 2015 to 2016

## Spend for Q1 – All Areas

	COMBINED AREA BUDGETS *											**Bridges / Cattle grids etc.	Total
	Mid Argyll	Kintyre	Islay	MAKI	Lorn	Mull	OLI	Bute	Cowal	B & C	H & L		
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 – Helensburgh and Lomond Area

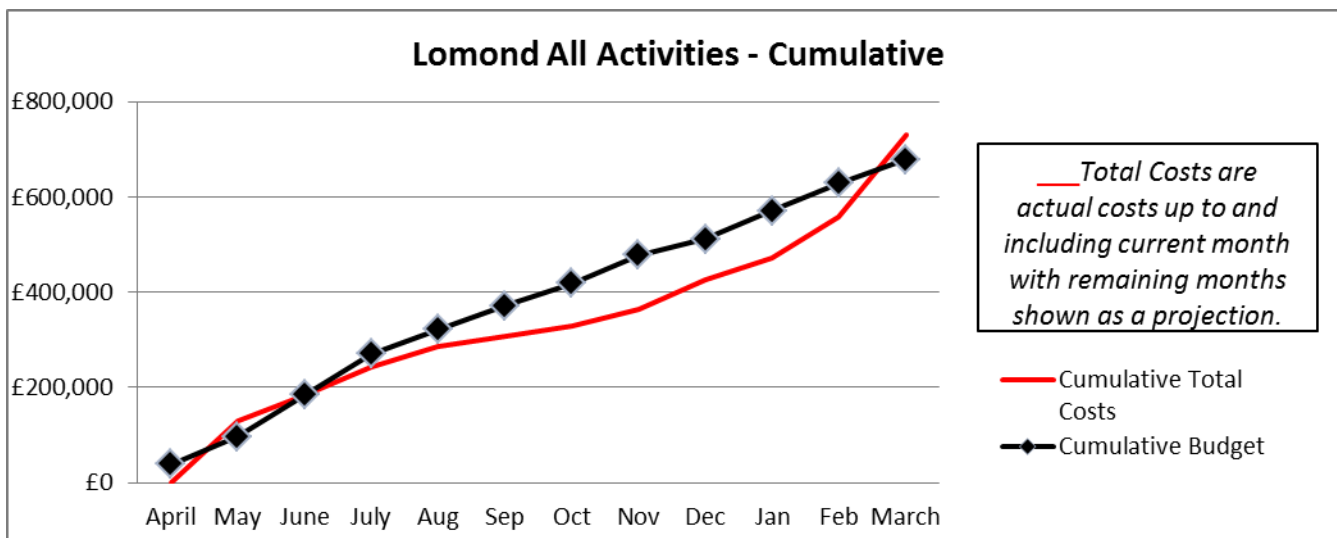
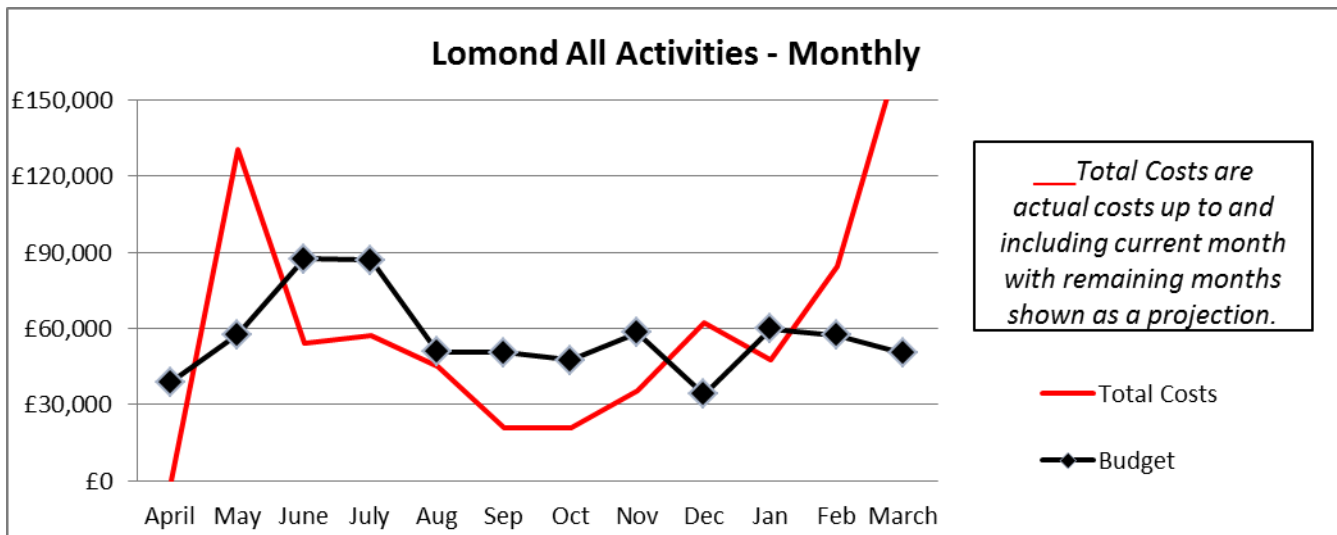
Activity	Activity Description	Lomond Area			Percentage Budget
		Budget	Spend to date	Budget Remaining	Spent
0501	Patching	82,567	6,338	76,229	8%
0502	Potholing	35,387	7,607	27,780	21%
1001	Footways/Kerbs	14,790	699	14,091	5%
1401	Drainage/Culverts	58,900	11,365	47,535	19%
1402	Drainage/Ditches	70,950	6,031	64,919	8%
1601	Scrub/Tree Maintenance	20,570	0	20,570	0%
1701	Roads Markings/Studs	17,680	8,893	8,787	50%
2301	Traffic Signs	13,260	257	13,003	2%
2401	Vehicle Safety Fence	25,000	0	25,000	0%
2411	Street Name Plates	900	0	900	0%
3201	Emergency Incidents	10,500	407	10,093	4%
3202	Summer Standby	9,000	2,849	6,151	32%
	<b>Roads</b>	<b>359,504</b>	<b>44,445</b>	<b>315,059</b>	
1501	Grass Cutting	53,200	1,025	52,175	2%
1503	Weed Spraying	17,700	0	17,700	0%
	<b>Amenity</b>	<b>70,900</b>	<b>1,025</b>	<b>69,875</b>	
0503	Road Master	71,500	10,430	61,070	15%
1801	Gully Emptying	116,000	14,282	101,718	12%
	<b>Fleet</b>	<b>187,500</b>	<b>24,712</b>	<b>162,788</b>	
		<b>617,904</b>	<b>70,183</b>	<b>547,721</b>	<b>11%</b>

## Roads Revenue Maintenance Budget – Helensburgh and Lomond

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

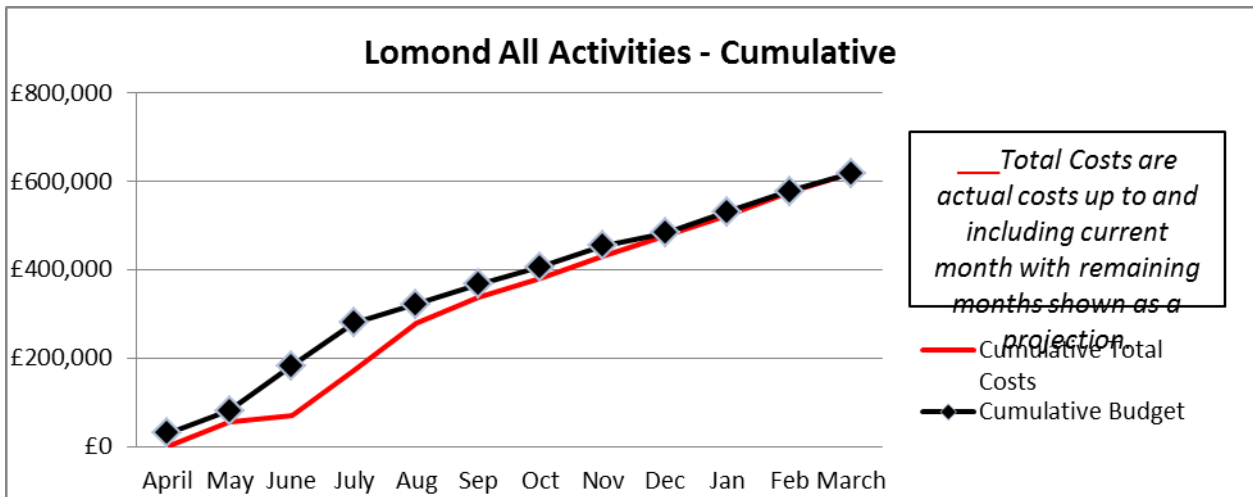
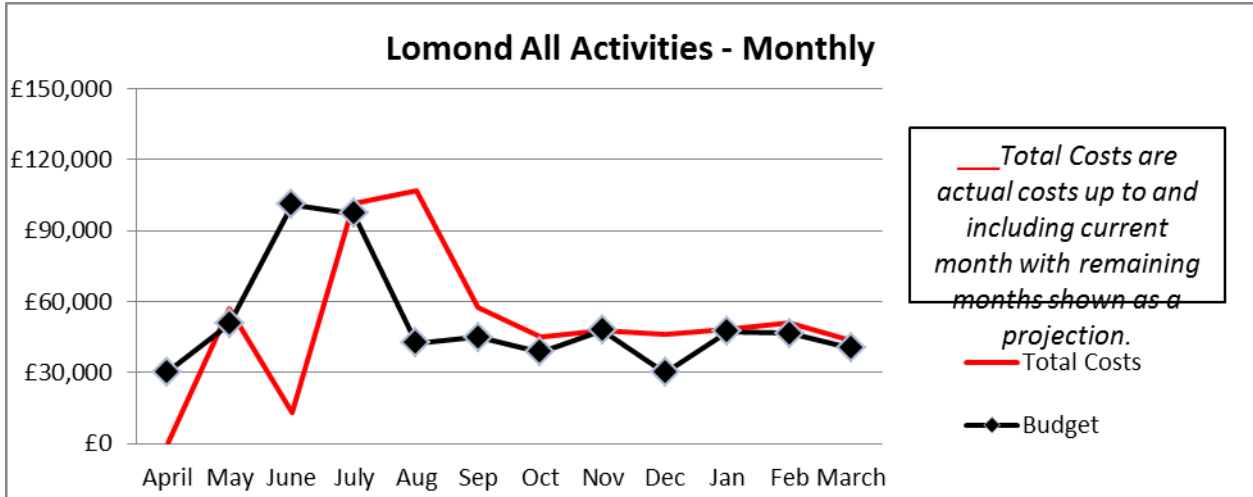
H&L Budget Spend - April to June		Estimated Quantities		H&L 2015/16				Asset
Funding	Activity	Unit	Spend to Date	Estimated Works Quantity	% of Asset Management Plan achieved	Target Unit Rate	Target Quantity (from Asset Management Plan)	Inventory Quantity
R10	0501 Patching	sq.m	£ 6,338.00	207.80	1.54%	£ 30.50	13,526.72	1,352,672.00
	0502 Potholing	n/a	£ 7,607.00					-
	1001 Footways Resurfacing	sq.m	£ 699.00	40.84	2.07%	£ 17.12	1977.58	108,148.00
	1401 Drainage Culverts	no.	£ 11,365.00	291.78	45.56%	£ 38.95	640.50	896.00
	1402 Drainage Ditches	m	£ 6,031.00	3388.20	14.52%	£ 1.78	23336.00	23,336.00
	1501 Grasscutting	m	£ -	0.00	0.00%	£ 0.03	749440.00	750,000.00
	1503 Weedkilling	sq.m	£ -	0.00	0.00%	£ 0.13	261291.00	318,171.00
	1601 Scrub / Tree Maintenance	n/a	£ -					-
	2301 Traffic Signs	no.	£ 257.00	2.94	1.21%	£ 87.56	242.00	2,078.00
<b>Totals</b>		£	<b>32,297.00</b>				177957.65	

Year End Spend Profile - 2014/15





1<sup>st</sup> Quarter Spend Profile - 2015/16



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**ARGYLL AND BUTE COUNCIL**

**Helensburgh and Lomond Area  
Committee**

**Customer Services**

**13 October 2015**

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**Holocaust Memorial Day**

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**1.0 EXECUTIVE SUMMARY**

- 1.1 This report sets out information on Holocaust Memorial Day which is held on 27 January each year and asks that Members of the Area Committee provide support to any events which are taking place in the local area.

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**ARGYLL AND BUTE COUNCIL**

**Helensburgh and Lomond Area  
Committee**

**Customer Services**

**13 October 2015**

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**Holocaust Memorial Day**

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**2.0 INTRODUCTION**

2.1 A request has been received by the Council from the organisers of Holocaust Memorial Day asking that consideration is given to organising an activity for the day on 27 January 2016. This report sets out information on Holocaust Memorial Day.

**3.0 RECOMMENDATIONS**

3.1 The Area Committee agrees:-

- (1) to note that Holocaust Memorial Day will take place on 27 January 2016; and
- (2) that Members offer their support for events which are taking place in the local area where appropriate, and promote the opportunity for communities to participate in the commemoration.

**4.0 DETAIL**

4.1 Holocaust Memorial Day takes place on 27 January each year, and is an opportunity for everyone to learn the lessons of the past; challenge ourselves to work to end discrimination and racism; and pledge to help create a safer, better future. In 2015 over 3,600 activities took place across the UK.

4.2 A request has been received by the Council from the organisers of the Day asking that consideration be given to organising an activity to commemorate the day on 27 January 2016. Similar requests have been received in the past, for example the Diamond Jubilee celebrations and The Big Lunch, in both of these cases Members agreed that the events would be promoted in their communities and support would be offered if appropriate.

4.3 It should be noted that a number of schools in Council area participate annually in commemorating Holocaust Memorial Day as part of their PSE curriculum. Any further information provided by the organisers of the Day will be circulated

to relevant services to allow for appropriate support to be provided.

**5.0 CONCLUSION**

5.1 This report sets out proposals to support Holocaust Memorial Day which is taking place on 27 January 2016.

**6.0 IMPLICATIONS**

6.1	Policy	None
6.2	Financial	None
6.3	Legal	None
6.4	HR	None
6.5	Equalities	None
6.6	Risk	None
6.7	Customer Service	None

**Executive Director of Customer Services**  
**Policy Lead Councillor Robin Currie**  
16 September 2015

**For further information contact:** Shona Barton, Area Committee Manager  
Tel (01436) 645605

**APPENDICES**

None

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