

Argyll and Bute Council
Comhairle Earra-Ghàidheal Agus Bhòid

Customer Services
Executive Director: Douglas Hendry



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29 November 2016

NOTICE OF MEETING

A meeting of the **MID ARGYLL, KINTYRE & THE ISLANDS AREA COMMITTEE** will be held in the **COUNCIL CHAMBERS, KILMORY, LOCHGILPHEAD** on **WEDNESDAY, 7 DECEMBER 2016** at **10:00 AM**, which you are requested to attend.

Douglas Hendry
Executive Director of Customer Services

BUSINESS

- 1. APOLOGIES**
- 2. DECLARATIONS OF INTEREST**
- 3. MINUTES**
 - (a) Minute of the Mid Argyll, Kintyre and the Islands Area Committee Meeting held on 5 October 2016 (Pages 1 - 8)
 - (b) Minute of the Special Meeting of the Mid Argyll, Kintyre and the Islands Area Committee held on 2 November 2016 (Pages 9 - 10)
- 4. PUBLIC AND COUNCILLOR QUESTION TIME**
- 5. CHARITY AND TRUST FUNDS** (Pages 11 - 16)
Report by Head of Strategic Finance
- 6. SCHOOL PROFILES 2016-17**
 - (a) Campbeltown Grammar School (Pages 17 - 32)
Report by Head Teacher
 - (b) Islay High School (Pages 33 - 42)
Report by Head Teacher

- 7. NEW SCHOOLS REDEVELOPMENT PROJECT - CAMPBELTOWN GRAMMAR SCHOOL UPDATE** (Pages 43 - 52)
Report by Acting Director of Community Services
- 8. INTEGRATION JOINT BOARD - QUARTERLY PERFORMANCE REPORTS** (Pages 53 - 74)
Report by Chief Officer of the Integrated Joint Board
- 9. AREA SCORECARD - FQ2** (Pages 75 - 82)
Report by Executive Director of Customer Services
- * **10. TARBERT AND LOCHGILPHEAD REGENERATION FUND** (Pages 83 - 108)
Report by Executive Director of Development and Infrastructure Services
- 11. CRINAN CANAL CHARETTE - UPDATE** (Pages 109 - 112)
Report by Executive Director of Development and Infrastructure Services
- 12. ROADS ACTIVITIES IN MID ARGYLL, KINTYRE AND THE ISLANDS** (Pages 113 - 114)
Report by Executive Director of Development and Infrastructure Services
- 13. TRAFFIC MANAGEMENT AND PARKING REVIEW - INVERARAY CAR PARKS** (Pages 115 - 140)
Report by Executive Director of Development and Infrastructure Services
- 14. CAMPBELTOWN TOWNSCAPE HERITAGE INITIATIVE - END OF PROJECT REPORT** (Pages 141 - 146)
Report by Executive Director of Development and Infrastructure Services
- * **15. THIRD SECTOR ASSET TRANSFER - CAR PARK AND PUBLIC CONVENIENCES. CARRADALE HARBOUR** (Pages 147 - 170)
Report by Executive Directors of Customer Services and Development and Infrastructure Services
- 16. COMMEMORATION OF WORLD WAR ONE** (Pages 171 - 176)
Report by Executive Director of Customer Services
- 17. ITEM TRACKER** (Pages 177 - 182)
For noting and updating
- 18. NOTICE OF MOTION UNDER STANDING ORDER 13**
Motion

That the Area Committee agrees to request that a new paper regarding the dispersal of Campbeltown CHORD Surplus finding comes before them which includes the full recommendations made by the Policy and Resources Committee on 18th August

2016.

The decision taken by the Area Committee on the 5th of October awarding the entire Campbeltown CHORD surplus funding to CARS is rescinded pending a new paper being presented to the Committee.

Proposed by Councillor Donald Kelly
Seconded by Councillor John Armour

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

Mid Argyll, Kintyre & the Islands Area Committee

Councillor Rory Colville (Chair)

Councillor Donald MacMillan (Vice Chair)

Shona Barton, Area Committee Manager

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

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MINUTES of MEETING of MID ARGYLL, KINTYRE & THE ISLANDS AREA COMMITTEE held in the INVERARAY CONFERENCE CENTRE, INVERARAY PRIMARY SCHOOL, INVERARAY on WEDNESDAY, 5 OCTOBER 2016

Present:

Councillor Rory Colville (Chair)

Councillor John Armour
Councillor Robin Currie
Councillor Anne Horn

Councillor Donald MacMillan
Councillor Douglas Philand
Councillor Sandy Taylor

Attending:

Shirley MacLeod, Area Governance Manager
Fergus Murray, Head of Economic Development and Strategic Transportation
Michael Casey, Schools Development Project Manager
Kevin McIntosh, Contracts Manager
Ishabel Bremner, Economic Growth Manager
John Gordon, Programme Manager – CHORD
Ann Devine, Head Teacher, Lochgilphead Joint Campus
Neil McKnight, Head Teacher, Tarbert Academy
Rhuaridh MacGregor, Regional Communities Manager, Scottish Water
Alastair MacGregor, Chief Executive ACHA
Keith Murray, Area Manager for A83, Transport Scotland

1. APOLOGIES

Apologies were intimated by Councillors Donald Kelly and John McAlpine.

2. DECLARATIONS OF INTEREST

Councillor Colville declared a non-financial interest in Agenda item 11, by reason that he is the Chair of South Kintyre Development Trust (SKDT) who had submitted representation to proposals. He left the room and took no part in the discussion thereon.

3. MINUTE OF THE MID ARGYLL, KINTYRE AND THE ISLANDS AREA COMMITTEE MEETING HELD ON 3 AUGUST 2016

The minute of the previous meeting of the Mid Argyll, Kintyre and the Islands Area Committee held on 3 August 2016 was approved as a true record.

4. PUBLIC AND COUNCILLOR QUESTION TIME

Councillor Horn enquired about the possibility of a restricted speed limit on the A83 at Tayinloan. She advised that she had received a number of queries from constituents in this regard. Councillor Colville agreed that the road is fast moving and for those that are unaware of the area, they are not aware of the number of residences on both sides of the road and the possibility of pedestrians. Councillor Colville suggested that a simple warning sign be erected, similar to the one between the villages of Minard and Lochgair. Keith Murray, the Area Manager for the A83

confirmed that he would look into the possibility of erecting appropriate signage in this area.

5. SCOTTISH WATER - ANNUAL UPDATE

The Committee considered a report indicating the level of investment in Mid Argyll, Kintyre and the Islands area in terms of water; waste water; and flooding over the next 18 months to 2 years. Discussion took place in respect of planned investment and operational issues, flood alleviation proposals for Tarbert and a response was provided to a question on capacity issues on Jura.

Decision:

Members agreed:

1. to note the contents of the report; and
2. to make a written submission to Scottish Water regarding the severity and seriousness of flooding issues in Tarbert requesting that the timescale for resolution of this matter be escalated.

(Ref: Report by Scottish Water, dated 5 October 2016, submitted.)

6. SCHOOL PROFILES 2016-17

(a) **Lochgilphead Joint Campus**

The Committee considered a report which outlined the curriculum development and wider achievement of the school together with SQA performance; attendance, absence and exclusion rate and school leaver destination returns. Members were particularly pleased with the work of the school specifically highlighting work of the Learning Unit, and were encouraged by the work being carried out to develop the young workforce.

The Chair thanked Ms Devine for the information provided.

Decision:

Members agreed to note the report.

(Ref: Report by Acting Executive Director of Community Services, dated 5 October 2016, submitted.)

(b) **Tarbert Academy**

The Committee considered a report which outlined the curriculum development and wider achievement of the school together with SQA performance; attendance, absence and exclusion rate and school leaver destination returns. Members discussed the use of Insight with particular interest in the virtual comparator information and commended the school for the literacy and numeracy results.

The Chair thanked Mr McKnight for the information provided.

Decision:

Members agreed to note the report.

(Ref: Report by Acting Executive Director of Community Services, dated 5 October 2016, submitted.)

7. NEW SCHOOLS REDEVELOPMENT PROJECT - CAMPBELTOWN GRAMMAR SCHOOL UPDATE

The Committee gave consideration to a report highlighting the progress of the works in relation to the new schools redevelopment project at Campbeltown Grammar School. Members were pleased to note that the project is now in the construction phase with a view to completion in March 2018.

Decision:

Members agreed:

1. to note the contents of the report;
2. noted that update reports will be provided for consideration at all future MAKI Area Committee meetings until completion of the New Schools Redevelopment Project for Campbeltown Grammar School; and
3. Agreed that a visit by Members to the redevelopment site will take place the next time the Area Committee is due to meet in Campbeltown, which is expected to be on 1st February 2017.

(Ref: Report by Acting Executive Director of Community Services, dated 5 October 2016, submitted.)

8. ACHA - ANNUAL UPDATE

The Committee gave consideration to a presentation by Alistair MacGregor, Chief Executive of ACHA, which outlined the investment programme in Mid Argyll, Kintyre and the Islands from stock transfer to 31 March 2016; the new build programme and the key challenges faced; the ongoing partnership work with the Scottish Government and Argyll and Bute Council on a number of projects; the progress of the ongoing CARS project in Inveraray and the agreement to continue facilitating ACHA's Welfare Rights Service. Mr MacGregor outlined the office and staffing arrangements of ACHA. Discussion took place in respect of a number of local issues in Campbeltown, Inveraray and Tarbert. Mr MacGregor agreed to look into a number of matters and provide feedback directly to Members.

The Chair thanked Mr MacGregor for the information provided.

Decision:

Members agreed to note the presentation.

(Ref: Presentation by Chief Executive of ACHA, submitted.)

9. TRANSPORT SCOTLAND - ANNUAL UPDATE

The Committee gave consideration to an update on progress of A83 route study recommendations by the Area Manager for A83 of Transport Scotland.

Discussion took place in respect of the changing structure of Transport Scotland, with Mr Murray agreeing to forward the new structure to the Senior Area Committee Assistant for reference; the future works at both Strone Point, Inveraray and Erines, Tarbert and the timescales involved particularly at Erines, Tarbert.

The Chair thanked Mr Murray for the information provided.

Decision:

Members agreed:

1. to note the contents of the report; and
2. that the concerns of the Area Committee in relation to seriousness of the current situation at Erines, Tarbert be outlined to the Head of Roads and Amenity Services, with a view to these being fed back into the liaison meetings between the Council's Roads and Amenity Services and Transport Scotland and as part of the current consultation taking place in respect of Transport Scotland's review of special projects..

(Ref: Report by Area Manager for A83, Transport Scotland, dated 5 October 2016, submitted.)

10. ROADS REVENUE BUDGET 2016/17 - 1ST QUARTER UPDATE

The Committee gave consideration to a report outlining the roads revenue budget position at the end of quarter 1 of financial year 2016/17.

Decision:

Members agreed to note the contents of the report.

(Ref: Report by Executive Director of Development and Infrastructure Services, dated 5 October 2016, submitted.)

At 1.00pm, the Chair ruled, and the Committee agreed, to adjourn for lunch and to reconvene at 1.30pm.

The Committee reconvened at 1.30pm, with all Members present as per the sederunt.

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Having previously declared an interest in the following item, Councillor Colville left the room and took no part in discussion of this item. In his absence, the Vice Chair, Councillor MacMillan assumed the role of Chair.

11. **TRAFFIC MANAGEMENT AND PARKING REVIEW**

The Committee gave consideration to a report detailing three options available in regards to the provision of a taxi rank in Campbeltown.

Discussion took place in respect of the possible road safety issues relating to option (ii). Members expressed concern that these have not been given adequate consideration as per the minuted discussion at the previous meeting of the Area Committee and are not referred to in the report submitted for consideration.

Decision:

Members agreed that consideration of this item be continued to a Special Area Committee meeting to be convened on Wednesday 2 November 2016, to allow officers to come back with further information and possible solutions in respect of the road safety concerns raised by members at the August Area Committee meeting. .

(Ref: Report by Executive Director of Development and Infrastructure Services, dated 5 October 2016.)

Councillor Colville re-entered the meeting and resumed his position as Chair.

12. **MAKI ECONOMIC DEVELOPMENT ACTION PLAN (EDAP) INCLUDING MID ARGYLL REGENERATION INITIATIVE - QUARTERLY UPDATE**

The Committee gave consideration to a report providing a revised area-based Economic Development Action Plan, which aligned to the four priorities outlined in Scotland's Economic Strategy and to the feedback received from participants during the short consultation period in May and June 2016, where it was identified that there was a requirement for the preparation of a refreshed overarching Argyll and Bute Strategic EDAP to replace the current 2013-2018 document.

Decision:

Members agreed:

1. to note the contents of the paper;
2. to endorse the plan as a working document, as outlined at Appendix 1 of the report; and
3. to note the content of the draft Strategic EDAP as outlined at Appendix 2 of the report.

(Ref: Report by Executive Director of Development and Infrastructure Services, dated 5 October 2016, submitted.)

13. CAMPBELTOWN - OPTIONS FOR SURPLUS CHORD FUNDS

The Committee gave consideration to a report outlining proposals for allocating the surplus CHORD funds in line with the report that was approved by the Policy and Resources Committee on 18 August 2016 which delegated the allocation of any CHORD surplus funds to Area Committees to approve in accordance with the original CHORD objectives.

Decision:

Members agreed:

1. to note the contents of the report;
2. to approve Option CN01 which is to transfer the surplus funds to the HES CARS initiative that will be managed by the Transformation Project and Regenerations Team within EDST; and
3. requested that the Transformation Project and Regenerations Team bring recommendations on applications to the HES and CARS initiative to the MAKI Area Committee for approval.

(Ref: Report by Executive Director of Development and Infrastructure Services, dated 5 October 2016, submitted.)

14. CIVIC FURNITURE - CAMPBELTOWN

The Committee gave consideration to a report outlining a number of items of furniture that have been identified as meeting the terms of the protocol for dealing with furniture and memorabilia which have been identified as part of office refurbishment/rationalisations.

Decision:

Members agreed:

1. that the items of furniture be valued; and
2. that a report be brought to the Special Area Committee, which is to be convened on Wednesday 2 November 2016 outlining the value of the furniture and possible options.

(Ref: Report by Executive Director of Customer Services, dated 5 October 2016, submitted.)

15. ITEM TRACKER

Members gave consideration to the item tracker.

Decision:

Members agreed to note the item tracker.

(Ref: Item Tracker, dated 5 October 2016, submitted.)

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**MINUTES of the SPECIAL MEETING of MID ARGYLL, KINTYRE & THE ISLANDS AREA
COMMITTEE held in the COUNCIL CHAMBERS, KILMORY, LOCHGILPHEAD
on WEDNESDAY, 2 NOVEMBER 2016**

Present:

Councillor Rory Colville (Chair)

Councillor John Armour
Councillor Robin Currie
Councillor Anne Horn
Councillor Donald Kelly

Councillor Donald MacMillan
Councillor Douglas Philand
Councillor Sandy Taylor

Attending:

Shona Barton, Area Committee Manager
Stuart Watson, Traffic and Development Manager
Lyndis Davidson, Network and Standards Manager

1. APOLOGIES

There were no apologies intimated.

2. DECLARATIONS OF INTEREST

Councillor Colville declared a non-financial interest in Agenda item 3 (Traffic Management and Parking Review), by reason that he is the Chair of South Kintyre Development Trust (SKDT) who had submitted representation to proposals. He left the room and took no part in the discussion thereon.

Councillor Colville requested that agenda item 4 (Civic Furniture – Campbeltown) be taken ahead of agenda item 3 (Traffic Management and Parking Review). With no one being otherwise minded, the Committee agreed to this request.

3. CIVIC FURNITURE - CAMPBELTOWN

The Committee gave consideration to a report outlining the valuation details of Civic furniture, which is currently in storage in Aqualibrium, Campbeltown.

Decision:

Members agreed:

1. to note the valuation of the items detailed at 4.2 of the report;
2. to delegate to the Executive Director of Customer Services to make suitable arrangements for the sale of the furniture; and
3. that the proceeds from the sale of the furniture are transferred to the Campbeltown Common Good Fund.

(Ref: Report by Executive Director of Customer Services, dated 2 November 2016, submitted.)

Having previously declared an interest in the following item, Councillor Colville left the room and took no part in discussion of this item. In his absence, the Vice Chair, Councillor MacMillan assumed the role of Chair.

4. TRAFFIC MANAGEMENT AND PARKING REVIEW (Pages 3 - 10)

The Committee gave consideration to a report providing detail of the three options available in regards to the provision of a taxi rank in Campbeltown and further information on the road safety concerns previously raised by Elected Members.

Motion

That the Area Committee agree to accept recommendation (i), as outlined at section 4.0 of the report.

Moved by Councillor Donald Kelly, seconded by Councillor John Armour.

Amendment

That the decision on the location of the taxi rank be delegated to the Executive Director of Development and Infrastructure Services, in agreement with Ward 1 Members upon receipt of additional information.

Moved by Councillor Sandy Taylor, seconded by Councillor Robin Currie. Councillor Donald Kelly, with the consent of his seconder, Councillor John Armour agreed to withdraw his motion. The amendment was unanimously agreed and the Area Committee resolved accordingly.

(Ref: Report by Executive Director of Development and Infrastructure Services, dated 2 November 2016, submitted.)

ARGYLL AND BUTE COUNCIL

MID ARGYLL, KINTYRE and the ISLANDS
AREA COMMITTEE

STRATEGIC FINANCE

DECEMBER 2016

CHARITY AND TRUST FUNDS

1. EXECUTIVE SUMMARY

- 1.1 This report sets out the proposed method for the distribution of funds for the charities and trust funds of the Mid Argyll, Kintyre and Islay area.
- 1.2 The recommendation is to consider the proposed method for the distribution of the charities and trust funds.

CHARITY AND TRUST FUNDS**2. INTRODUCTION**

- 2.1 This report sets out the proposed method for the distribution of charities and trust funds in the Mid Argyll, Kintyre and Islay area.

3. RECOMMENDATIONS

- 3.1 To consider the proposed method for the distribution of the charities and trust funds shown in Appendix 1.

4. DETAIL

- 4.1 There are a number of trust funds for which a procedure requires to be established for both the identification of the recipients and the process for distribution of the income. This report set out the proposed method of distributing the charities and trust funds.
- 4.2 The Council administers a total of 3 charities and 20 Trust Funds in the Mid Argyll, Kintyre and Islay area.

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

- 4.3 Appendix 1 sets out the proposed method of distribution for each charity and trust fund.

5. CONCLUSION

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

6. IMPLICATIONS

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

Kirsty Flanagan, Head of Strategic Finance

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

Appendix 1 – Analysis of Charities and Trust Funds

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MID ARGYLL, KINTYRE & THE ISLANDS - TRUST FUNDS
Appendix 1
Trust Funds

Name	Purpose	Distribution Proposal	Capital (Restricted) Funds £	Accumulated Funds for Distribution £
Coats Bequest Inverchaolin	Cemetery maintenance of family lairs	Transfer to Roads and Amenity Services annually when it is confirmed that the cemetery is being maintained. If no work is being undertaken do not make the transfer until such time as work is to be carried out.	300	385
Kilmartin New Burial Ground Bequest	Upkeep of burial ground	Transfer to Roads and Amenity Services annually when it is confirmed that the cemetery is being maintained. If no work is being undertaken do not make the transfer until such time as work is to be carried out.	300	206
Kilmory Lochgilphead Churchyard	For the upkeep of Kilmory Churchyard. Should the Trust lapse, being extended to the poor people of the parish whether paupers or not.	Transfer to Roads and Amenity Services annually when it is confirmed that the cemetery is being maintained. If no work is being undertaken do not make the transfer until such time as work is to be carried out.	148	12
MacAlister Trust	Upkeep of graves in Tarbert Cemetery	Transfer to Roads and Amenity Services annually when it is confirmed that the cemetery is being maintained. If no work is being undertaken do not make the transfer until such time as work is to be carried out.	70	20
Latimer McInnes Trust	Upkeep of family lair Kilchousland	Transfer to Roads and Amenity Services annually when it is confirmed that the cemetery is being maintained. If no work is being undertaken do not make the transfer until such time as work is to be carried out.	183	58
Kilkerran Cemetery	Upkeep of lairs, Kilkerran.	Transfer to Roads and Amenity Services annually when it is confirmed that the cemetery is being maintained. If no work is being undertaken do not make the transfer until such time as work is to be carried out.	6,025	514
Clachan Cemetery Trust	Upkeep of cemetery, Clachan	Transfer to Roads and Amenity Services annually when it is confirmed that the cemetery is being maintained. If no work is being undertaken do not make the transfer until such time as work is to be carried out.	5,281	10,599
Campbeltown New Books	For the provision of new books in the Campbeltown library.	Transfer to Community and Culture annually for the purchase of books.	2,000	3,646

Kilmartin War Memorial Fund	Upkeep of Memorial	Establish if maintenance is being carried out on the war memorial and use funds to offset costs of maintenance.	38	15
A T Ross Bequest	To be applied to Ardfenaig Home, Ardrishaig.	Transfer to Adult Care annually.	6,286	1,820
Campbell Bequest	To be distributed to the poor of the Parish of Kildalton and Oa.	Consider how to identify recipients.	50	2,780
McNeill Bequest	To be distributed to the poor of the Parish of Kildalton and Oa.	Consider how to identify recipients.	100	3,993
MacAllister Mortification	To be invested in heritable security for the poor of the Parish of Killean & Kilkenzie.	Consider how to identify recipients.	1,100	3,266
George Melville Duncan Bequest	Purpose of Trust is to provide fuel/clothing/food for the poor in Campbeltown.	Combine income of George Melville Duncan Bequest and David Andrew Greenlees Trust and invite applications annually for a sum to be determined. Vouchers are to be redeemed in local shop participating in the scheme.	17,000	67,673
Fisher Bequest	For the poor of Inverary.	Consider how to identify recipients.	50	328
Kintyre Youth Fund	To assist the youth of Kintyre.	Advise schools and youth groups of funds and invite bids.	21,195	4,419
Hutcheson Memorial Trust	Prize for Maths in Campbeltown Grammar.	Paid to the Campbeltown Grammar School school funds annual.	104	165
May Paterson Trust	Prize for business studies in Campbeltown Grammar.	Paid to the Campbeltown Grammar School school funds annual.	250	230

Registered Charitable Trusts

Name	Purpose	Distribution Proposal	Capital (Restricted) Funds £	Accumulated Funds for Distribution £
Library Endowment Fund	For the upkeep of reading room in Campbeltown.	Transfer to Community and Culture annually.	5,000	49,436
David Andrew Greenlees Trust	For the Poor of Campbeltown and the Workhouse Hospital there.	Combine income of George Melville Duncan Bequest and David Andrew Greenlees Trust and invite applications annually for a sum to be determined. Vouchers are to be redeemed in local shop participating in the scheme.	8,702	22,525



School Profile 2016/2017





School Profile 2016/2017

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

Campbeltown Grammar School is at a particularly exciting stage as the new school building grows by the day beside the existing school.

Our location at the foot of Bengullion gives us excellent opportunities for outdoor education and this enhances our curriculum.

The school is currently devising a fresh set of vision and values. Our over-riding aim is very simple - to help each young person in our care to achieve success whatever his or her individual goals might be.

Curriculum for Excellence is fully implemented and we offer a good choice of national qualifications as well as a broad range of opportunities for wider achievement. We have particular strengths in Pupil Support which enable pupils to learn to the best of their abilities in a safe and caring environment. We prepare our pupils well for life beyond school and almost all pupils go on to secure and sustain a positive destination.

Recognising Wider Achievement

The strengths of our curriculum model in Senior Phase include opportunities for wider achievement including volunteering, work experience and work placement. Pupils who take part in such electives can do so without missing class time in their chosen SQA courses. This structure also enables a curriculum in which pupil experience is significantly enhanced by taking part in work-shops, specialist training and citizenship events. Wider achievement awards include:

- ASDAN awards
- Duke of Edinburgh's Award Scheme
- The Associated Board of the Royal Schools of Music
- Royal Environmental Health Institute of Scotland
- Young Leaders Sports Programme
- Saltire Awards (One of our S6 students was awarded Young Volunteer of the Year 2016)

_Curriculum enhancing, citizenship events and opportunities include:

- Partnership with other agencies including NHS Highland to promote Personal, Social and Health Education;
- Youth Café and KYES (Equality and Diversity, Substance Misuse; Personal Safety; Young Carers; Internet Safety) and offering individual emotional support;
- Waverley Care (Equality and Diversity and Sexual Health);
- All pupils in S3 have the opportunity to qualify for a REHIS Food Handling Hygiene certificate;
- Police Scotland (Equality and Diversity; Personal Safety, Choices for Life – substance misuse community event; Young Drivers and Knife Crime; participation in community – Crime Prevention Panel);
- Shopper Aide (local charity offering support to elderly/vulnerable people to assist independent living) providing opportunities for volunteering and Saltire Awards;
- Kilmartin Glen Group – historic investigation in local community;
- Community Education – provides training for pupils in peer literacy programmes;
- Argyll Voluntary Action – Saltire Awards and
- National Farmers Union (workshop on building confidence in presentation and marketing skills).

The school supports local and national charities and also responds to appeals as they arise during the year. We have continued to support CGS4Gambia – a project which saw 14 pupils and 4 staff visit Gambia in 2014 and a new group followed in 2016. Fundraising and Aid work continues throughout this session.

The school is supported by its local community and in turn endeavours to serve the community in a variety of ways including:

- Inter-generational projects – attending senior citizens community events including offering music and entertainment, welcoming senior citizens to school to take part in fitness events led by our Young Sports Leaders. Pupils also join with residents in a local care home to celebrate commemorations or events such as the Queen's birthday.
- Improving facilities – pupils volunteer in the Community Garden. ASDAN pupils rebuilt a damaged skate park and developed a garden for one of our associated primary schools.
- Pupils volunteer to assist in classes and homework clubs in our associated schools.
- Pupils take leadership roles in youth groups and uniformed youth organisations.
- Membership of Kintyre Crime Prevention Panel.

Over the past three years, we have held extremely successful school shows which are very much enjoyed by the whole community. Our most recent show, *Sunshine on Leith*, 'sold out' in the Victoria Hall both nights.

School Improvement

The following was achieved through the School Improvement Plan:

- Exam results improving over the limited period of time since new qualifications began.
- Increase in the number of pupils achieving in Literacy and Numeracy.
- A wide range of extra-curricular activities on offer to pupils.
- Increasing through partnership working the number of courses available in Senior Phase.
- Working with partners to provide additional learning eg Equality and Diversity, Personal Safety, *Choose Wisely* and further Healthy Living events.
- Opportunities for All meetings include partners from Skills Development Scotland, Department of Work and Pensions, Youth Enquiry Service, Argyll Voluntary Action and Argyll College. Colleagues from Social Work and Health take part when possible. These, in addition to the many partnerships shared with local business, ensure awareness of opportunities for local employment and Further Education;
- A new curriculum ready for implementation in S3.
- Curriculum - Senior Phase: National 4, National 5, Highers and New Advanced Highers are developed. Increased opportunities at National 3. A range of courses in National 1 and 2 life-skills are delivered within Support for Learning
- Extensive transitions process – P7/S1 – joint learning, special events, residential weekend, transitions week, partnership input –careers, personal safety (internet, drugs and alcohol).
BGE/Senior Phase and Senior Phase/post school. Extended and early transitions programmes are available to meet pupils' needs at all stages.
- Introduction of 'Show My Homework' as part of a wider policy on homework and homework club – improving links with parents – promoting equality and raising attainment.
- Development of a wide range of programmes for BGE and Senior Phase (Nationals) and including ASDAN, outdoor learning, volunteering and drama
- Very good progress made on development of UCP7
- Good communication with staff on information relating to Pupil Support strategies, staged intervention and various support methodologies
- High level of integration of learning and pupil support
- Excellent partnership working including Kilmartin Glen, health and wellbeing programmes involving NHS and Third Sector and also SDS
- Good record of appropriate Child Protection referrals

- Very good personalised programmes for pupils with ASD
- Significant involvement of Third Sector in delivery of Personal Safety programmes and individual counselling
- Increased knowledge of behaviour management principles and skills encouraging greater self-reflection
- Whole school self-evaluation calendar and Departments/Faculties calendars in place.
- Meetings with PTs regarding SQA attainment support/challenge as appropriate.
- Increased expectations of PTs with regard to classroom observation.
- Student Council representing pupil voice.

SQA Performance¹

Advanced Higher	12/13	13/14	14/15	15/16 %
Number of Presentations ^{1a}	19	16	20	24
Number of passes Grade A-C	15	12	18	13
% of number passes Grade A-C	79.00%	75.00%	90.00%	54.16
% of number passes Grade A-C Authority Average	79.30%	79.00%	84.07%	75.22
% of number passes Grade A-C National Average ²	84%	81.5%	80.9%	81.7
Number of Awards Grade A-D	16	12	18	16
% Awarded Grade A-D	84.21%	75.00%	90.00%	66.66
% Awarded Grade A-D – Authority Average	85.86%	89.80%	92.92%	83.72
% Awarded Grade A-D – National Average	90.3%	88.7%	88.6%	89.2

Higher	12/13	13/14	14/15	15/16
Number of Presentations ^{1a}	236	266	246	244
Number of Awards Grade A-C	183	222	198	190
% Awarded Grade A-C	77.50%	83.50%	80.49%	77.87
% Awarded Grade A-C Authority Average	77.60%	76.90%	76.98%	78.29
% Awarded Grade A-C National Average ²	79%	77.6%	76.7%	77.2
Number of Awards Grade A-D	201	234	220	211
% Awarded Grade A-D	85.17%	87.97%	89.43%	86.5
% Awarded Grade A-D – Authority Average	85.88%	85.20%	85.61%	86.67
% Awarded Grade A-D – National Average	87.3%	85.7%	84.8%	85.7

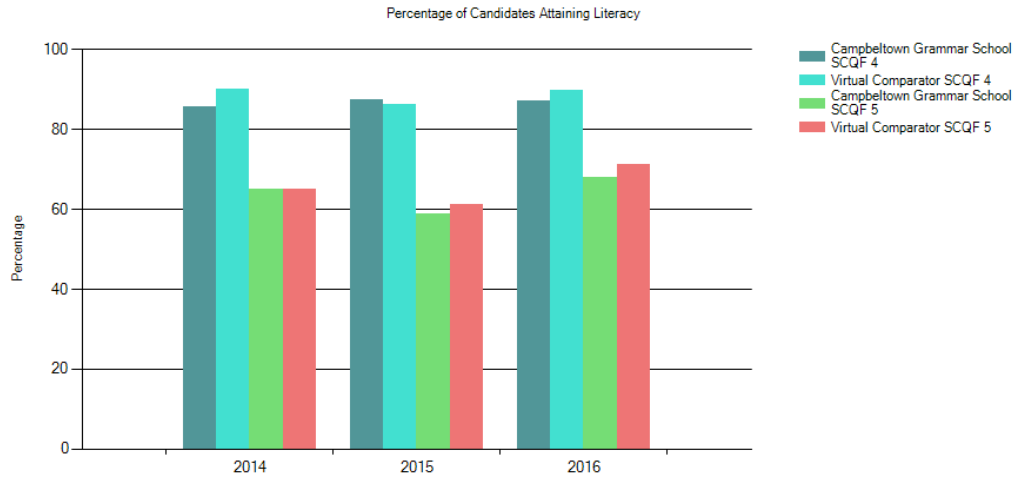
SQA Performance (continued)¹

National 5³	12/13	13/14	14/15	15/16
Number of Presentations ^{1a}	No National 5 presentations	367	420	408
Number of Awards Grade A-C		287	337	311
% Awarded Grade A-C		78.20%	80.24%	76.23
% Awarded Grade A-C Authority Average		82.00%	75.31%	76.23
% Awarded Grade A-C National Average ²		81.30%	79.8%	79.4
Number of Awards Grade A-D		312	367	340
% Awarded Grade A-D		85.01%	87.38%	83.33
% Awarded Grade A-D – Authority Average		88.17%	84.08%	83.74
% Awarded Grade A-D – National Average ²		87.3%	86.3%	86.0

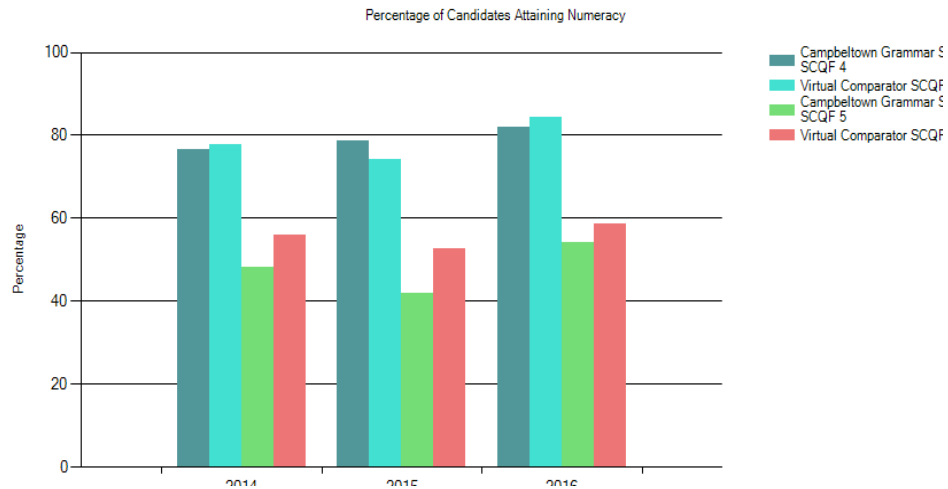
National 4³	12/13	13/14	14/15	15/16
Number of Presentations ^{1a}	No National 4 presentations	221	181	113
Number of Passes		221	179	103
% Passed		100%	98.9	91.5
% Passed Authority Average		100%	94.7	96.17
% Passed National Average ²		93.90%	93.3%	93.2

Pupils attending Argyll College achieve success with national qualifications in Childcare, Construction and Engineering.

Literacy and Numeracy

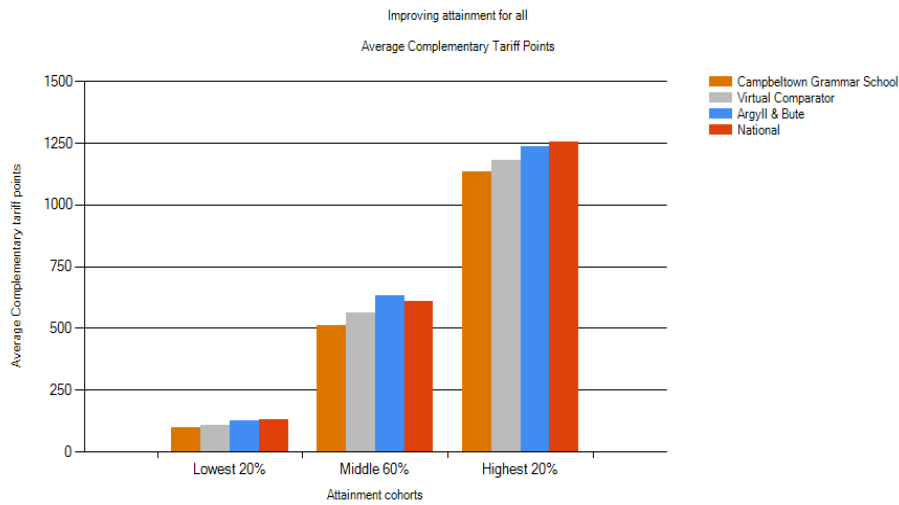


Attainment in Literacy is steady at National 4 although the school performs just slightly below expectations as shown in the virtual comparator. Attainment in Literacy improved at National 5 between 2015 and 2016.

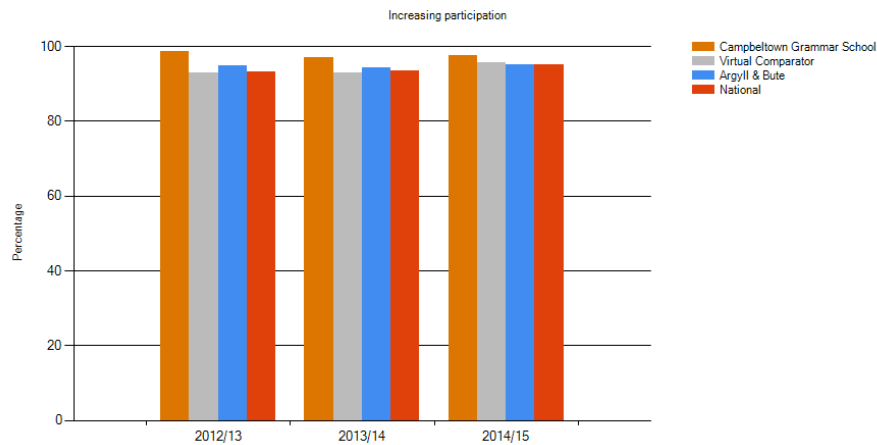


Attainment in Numeracy is improving over a three year trend but is slightly below expectations as shown in the virtual comparator.

Due to an increase in the number of pupils gaining qualifications in Literacy and Numeracy, these figures will improve next year.



Our overall performance is slightly below Council and National levels. One of the ways in which we look to narrow the attainment gap is through our homework club where teachers volunteer their time to support pupils in study and homework.



97.62% of our pupils achieved a positive destination in 2015. This is higher than Council and National figures.

School Leaver Destination Returns (SLDR)⁴

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

Overview

Measure	11/12	12/13	13/14	14/15	15/16	% change in Roll over 5 years
Roll (as at census)	529	482	463	429	389	-26.47%
Clothing and Footwear Grant (number of pupils)	32	38	41	63	45	
Clothing and Footwear Grant (% of number of pupils)	6.0%	7.9%	8.9%	14.69%	11.57%	
Clothing and Footwear Grant (%) - Authority Average ⁵	7.56%	8.51%	9.54%	15.60%	14.31%	
Free School Meals (number of pupils)	no data	60	53	41	34	
Free School Meals (% of number of pupils)	no data	12.4%	11.4%	9.8%	8.74%	
Free School Meals (%) - Authority Average	0.0%	13.1%	12.0%	10.8%	11.2%	
Free School Meal - National Average for Secondary Schools (%) ⁶	15.2%	15.4%	15.5%	15.0%	not yet collated	

Attendance, Absence and Exclusions⁷

Measure	11/12	12/13	13/14	14/15	15/16	Range of Attendance (%) over 4 years ⁸
Attendance:						1.4%
Attendance (% of school roll)	94.1%	94.1%	93.0%	93.3%	92.7%	
Authorised Absence (% of school roll) ⁹	5.3%	5.3%	5.7%	4.5%	4.8%	
Unauthorised Absence (% of school roll)	0.5%	0.5%	1.2%	2.0%	2.6%	
Attendance Number of Pupils (%) - Authority Average	93.3%	93.1%	93.1%	92.64%	91.8%	
Attendance Number of Pupils (%) - National Average ¹⁰	not collated	93.6%	not collated	93.7%	Not collated	

Measure	11/12	12/13	13/14	14/15	15/16
Exclusions:					
Exclusion Openings	202	253	217	183	80
Exclusion Incidents	42	48	42	22	14
Number of Pupils	26	23	25	13	8
Exclusion Incidents per 1000 pupils	79.40	99.59	90.52	51.16	35.81
Exclusion Incidents per 1000 pupils - Authority Average	51.45	51.39	52.46	39.81	31.04
Exclusion Incidents per 1000 pupils - National Average ¹⁰	not collated	32.8	not collated	27.2	Not collated

Footnotes

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

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

¹ SQA Performance data was collected during August-September 2016 from SEEMiS Vision. Information previously provided in the SQA Authority Analysis reports for Committee will differ slightly to information provided here in order to ensure consistency of approach in collating data for comparative purposes.

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

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

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

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

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

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

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

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

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

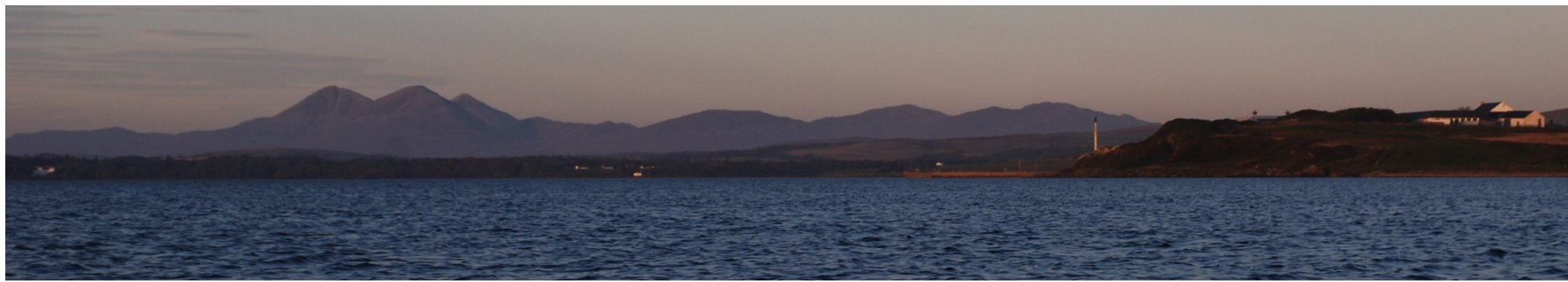
⁹ Authorised absence includes bereavement, short – term exceptional domestic situations, religious observance, weddings of immediate family. Unauthorised absence includes truancy, unexplained absence and most family holidays during term time. Attendance and absence is outlined in Management Circular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

¹⁰ National Averages for Attendance and Exclusions for 2012/13 have been taken from Summary Statistics for Schools in Scotland, No.4 | 2013 Edition, 11th December, 2013 (amended 11th February 2014). For session 2014/2015 they have been taken from Summary Statistics for Schools in Scotland, No.6 | 2015 Edition, 9th December 2015.

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School Profile 2016/2017



<u>School Name</u>	Islay High School
<u>School Address</u>	Bowmore, Isle of Islay, Argyll PA43 7LS
<u>Head Teacher</u>	Stephen Harrison

The school has continued to make improvements in a number of areas:

- The new CfE Highers and Advanced Highers were successfully implemented by all departments
- A new tutor curriculum was introduced for S1 to S4 and further work will be done in the following years for S5 and S6
- Staff have been working on further developing the assessment, monitoring and tracking of progress in the Broad General Education
- The school continues to try to offer the best vocational education it can and to meet the needs of the Wood Commission recommendations
- The school has worked closely with the catchment Primary Schools ensuring a consistent transition for Pupils moving up to the High school and staff across the sectors have worked closely in moderation of pupil attainment particularly in Literacy and Numeracy

School Profile:

Measure	11/12	12/13	13/14	14/15	15/16	% change in Roll over 5 years
Roll (as at census)	214	211	207	212	216	0.93%
Clothing and Footwear Grant (number of pupils)			5	16	13	
Clothing and Footwear Grant (% of number of pupils)			2.4%	7.5%	6.02%	
Clothing and Footwear Grant (%) - Authority Average ⁵	7.56%	8.51%	9.54%	15.60%	14.31%	
Free School Meals (number of pupils)	no data	9	5	5	7	
Free School Meals (% of number of pupils)	no data	4.3%	2.4%	2.4%	6.02%	
Free School Meals (%) - Authority Average	0.0%	13.1%	12.0%	10.8%	3.24%	
Free School Meal - National Average for Secondary Schools (%) ⁶	15.2%	15.4%	15.5%	15.0%	14.2%	

SQA Performance¹

Advanced Higher	11/12	12/13	13/14	14/15	15/16
Number of Presentations ^{1a}	9			12	5
Number of passes Grade A-C	8			11	
% of number passes Grade A-C	88.89%	42.86%	33.33%	91.67%	
% of number passes Grade A-C Authority Average	85.20%	79.30%	79.00%	84.07%	75.22
% of number passes Grade A-C National Average ²	82%	84%	81.5%	80.9%	81.7
Number of Awards Grade A-D	9	5		12	
% Awarded Grade A-D	100%	71.43%	66.67%	100%	
% Awarded Grade A-D – Authority Average	91.48%	85.86%	89.80%	92.92%	83.72
% Awarded Grade A-D – National Average	Not available	90.3%	88.7%	88.6%	89.2

Higher	11/12	12/13	13/14	14/15	15/16
Number of Presentations ^{1a}	100	132	106	140	160
Number of Awards Grade A-C	59	95	84	110	123
% Awarded Grade A-C	59.00%	71.97%	79.25%	78.57%	76.88
% Awarded Grade A-C Authority Average	76.20%	77.60%	76.90%	76.98%	78.29
% Awarded Grade A-C National Average ²	79%	79%	77.6%	76.7%	77.2
Number of Awards Grade A-D	71	108	90	123	138
% Awarded Grade A-D	71.00%	81.82%	84.91%	87.86%	86.25
% Awarded Grade A-D – Authority Average	86.09%	85.88%	85.20%	85.61%	86.67
% Awarded Grade A-D – National Average	Not available	87.3%	85.7%	84.8%	85.7

SQA Performance (continued)¹

National 5³	11/12	12/13	13/14	14/15	15/16
Number of Presentations ^{1a}	No National 5 presentations across 10/11 - 12/13		226	214	221
Number of Awards Grade A-C			195	183	182
% Awarded Grade A-C			86.28%	85.51%	82.35
% Awarded Grade A-C Authority Average			82.00%	75.31%	76.23
% Awarded Grade A-C National Average ²			81.30%	79.8%	79.4
Number of Awards Grade A-D			206	199	201
% Awarded Grade A-D			91.15%	92.99%	90.95
% Awarded Grade A-D – Authority Average			88.17%	84.08%	83.74
% Awarded Grade A-D – National Average ²			87.3%	86.3%	86

National 4³	11/12	12/13	13/14	14/15	15/16
Number of Presentations ^{1a}	No National 4 presentations across 10/11 - 12/13		181	158	161
Number of Passes			181	158	161
% Passed			100%	100%	100
% Passed Authority Average			100%	94.7	96.17
% Passed National Average ²			93.90%	93.3%	93.2

Literacy and Numeracy

There is a marked improvement from 2014 to 2015 at both National 4 and 5 levels but particularly at National 4.

At National 4 Islay High School is below its Virtual Comparator but above at National 5.

These results do not take into account S3 attainment and results would be better still.



Recognising Wider Achievement

The school makes every effort to offer as wide a range of opportunities for our students to develop and mature into confident and responsible young adults:

S2 all attend 5-day Outward Bound Residential experience achieving the Adventure and Challenge Award

16 S5 and S6 students participated in a 1-month expedition to Peru in 2015 combining a community project working with an orphanage in the high Andes and completing a physical challenge of a long distance trek through the mountains reaching an altitude of 4,600 m.

Seven students completed the John Muir Award and another 3 students completed the John Muir Award in the medium of Gaelic.

In sports, the school continues to compete in the MAKI league, a wide range of trips took place in football, rugby and other sports, our sports leaders continue to offer physical activity sessions to the Primary Schools and we continue to be involved in the SKY Sports Mentoring programme, where an elite sports person is assigned to the school to provide inspiration and motivation to our pupils to the best they can. The community swimming club continues to be very active with trips to competitions on the mainland. We also regularly have a group of students participating in coastal rowing.

Music continues to flourish in the school with a very active school wind band delivering concerts in the school, performing at community events and attending The Argyll Music Festival. A large number of students achieved ABRSM certificates. The Piping group continues to grow and also perform regularly at community events. The community gaelic youth choir with nearly 20 Islay High School students competed very successfully at the National Mod coming away with 3 trophies. Many individual students also did very well with poetry recitation and singing.

The school continues to offer as wide a range of vocational courses as it possibly can. Last year we had students sitting courses in National 5 and Higher Early Education and Childcare, National 4 and 5 Cosmetology, NPA Beauty, National 4 and 5 Hospitality, National 4 and 5 Rural Skills.

The school is also involved in a project to build a traditional timber 20' sailing skiff. Although students are not getting qualifications in boatbuilding, a small number are involved and developing important transferable skills.

School Leaver Destination Returns (SLDR)⁴

Measure	11/12	12/13	13/14	14/15	15/16
Number of Total Leavers	42	38	30	36	Data not yet collated
Number of Young People entering Higher Education (%)	19.0%	23.7%	46.7%	36.1%	
Number of Young People entering Further Education (%)	9.5%	5.3%	3.3%	8.3%	
Number of Young People entering Training (%)	2.4%	2.6%	6.7%	5.6%	
Number of Young People gaining Employment (%)	57.1%	57.9%	33.3%	44.4%	
Number of Young People gaining Voluntary Work (%)	2.4%				
Number of Young People entering Activity Agreements (%)					
Number of Young People - Unemployed Seeking (%)	9.5%	10.5%	10.0%	5.6%	
Number of Young People - Unemployed Not Seeking (%)					
Number of Young People - Unconfirmed (%)					
Total number of young people in a Positive Destination (%)	90.5%	89.5%	90.0%	94.4%	
Total number of young people in Other Destination (%)	9.5%	10.5%	10.0%	5.6%	
Total number of young people in a Positive Destination (%) Authority Average	90.1%	92.5%	91.0%	93.1%	
Total number of young people in Other Destination (%) Authority Average	9.9%	7.6%	9.0%	6.9%	
Total number of young people in a Positive Destination (%) National Average	89.9%	91.4%	92.3%	92.9%	
Total number of young people in Other Destination (%) National Average	10.1%	8.6%	7.7%	7.1%	

Attendance, Absence and Exclusions⁷

Measure	11/12	12/13	13/14	14/15	15/16	Range of Attendance (%) over 5 years ⁸
Attendance:						1.88%
Attendance (% of school roll)	92.36%	93.65%	94.00%	94.24%	92.95%	
Authorised Absence (% of school roll) ⁹	2.88%	3.32%	3.18%	4.32%	3.93%	
Unauthorised Absence (% of school roll)	4.73%	2.98%	2.79%	1.42%	3.11%	
Attendance Number of Pupils (%) - Authority Average	93.3%	93.1%	93.1%	92.64%	91.80%	
Attendance Number of Pupils (%) - National Average ¹⁰	not collated	93.6%	not collated	93.7%	not collated	

Measure	11/12	12/13	13/14	14/15	15/16
Exclusions:					
Exclusion Openings	28	33	14	25	6
Exclusion Incidents	7	6	5	5	3
Number of Pupils	5	5			
Exclusion Incidents per 1000 pupils	32.71	28.44	24.15	23.81	13.76
Exclusion Incidents per 1000 pupils - Authority Average	51.45	51.39	52.46	39.81	31.04
Exclusion Incidents per 1000 pupils - National Average ¹⁰	not collated	32.8	not collated	27.2	not collated

Footnotes

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

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

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- Higher Education includes HNC, HND and Degree courses
- Further Education includes Access, NPAs and Highers
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ARGYLL AND BUTE COUNCIL**MAKI AREA COMMITTEE****COMMUNITY SERVICES
CUSTOMER SERVICES****7 DECEMBER 2016**

**NEW SCHOOLS REDEVELOPMENT PROJECT
CAMPBELTOWN GRAMMAR SCHOOL UPDATE**

1.0 EXECUTIVE SUMMARY

- 1.1 This report provides Members with progress on the Council's Schools Redevelopment Project in partnership with hubNorth Scotland Ltd (hubNorth) to build a new secondary school in Campbeltown.
- 1.2 The project is making good progress. All the foundations for the new building have been completed and the erecting of the steel frame of the new school building is well underway.
- 1.3 Progress on the construction of the new school building is illustrated in a series of photographs in Paragraph 4.3.
- 1.4 The Campbeltown Grammar School Student Council has developed a New School Build section on the school website. Separately, hubNorth is due to issue the next quarterly newsletter in December 2016, prior to the end of the current school term.
- 1.5 The Student Council had their first visit onto the site in October 2016. During that visit Morrison Construction, hubNorth's Tier 1 contractor, presented the student council with a drone camera and i-pad pro.
- 1.6 Across the Council's school redevelopment project sites, Morrison Construction is committed to developing, training and upskilling their workforce. They have currently recruited a number of local people for administration, labouring, and management positions across the 3 school project sites in Campbeltown, Dunoon and Oban. The company wishes to facilitate a legacy that can be grown under their community benefits programme.

RECOMMENDATIONS

It is recommended that Members note the content of this report.

ARGYLL AND BUTE COUNCIL

MAKI AREA COMMITTEE

COMMUNITY SERVICES
CUSTOMER SERVICES

7 DECEMBER 2016

**NEW SCHOOLS REDEVELOPMENT PROJECT
CAMPBELTOWN GRAMMAR SCHOOL UPDATE**

2.0 INTRODUCTION

2.1 This report provides Members with progress on the Council's Schools Redevelopment Project in partnership with hubNorth Scotland Ltd (hubNorth) to build a new secondary school in Campbeltown.

3.0 RECOMMENDATIONS

It is recommended that Members note the content of this report.

4.0 DETAIL

4.1 The new Campbeltown Grammar School Redevelopment Project is a Design Build Finance and Maintain (DBFM) Project being delivered as part of the Scottish Government's Schools for the Future Programme pipeline with hubNorth Scotland Ltd, the Council's project partner.

4.2 Key Programme Dates

The key programme dates are:

Date	Description	Comment
May 2016 – February 2018	Phase 1 – Construction of new school building	
February 2018	Campbeltown Grammar School Decant	Pupils/staff move into new school building
April – November 2018	Phase 2 External Works	Demolition of existing school buildings and construction of new 3G pitch and car park
November 2018	Phase 2 Completion	All works completed and whole school availability

At this stage in the Phase 1 construction period, there is no change to the intended programme.

4.3 Construction Update

The construction of the new building is progressing well with the following works having been completed since the previous update report provided to Members on 5 October 2016. Namely:

- All foundations;
- Both lift shafts;
- Steelwork for the Games Hall; and
- Preparatory works at bus turning area for major reconstruction of this area during the school holidays in summer 2017.

The photographs, presented in chronological order, illustrate the progress made since October 2016.



1 First Steel Columns of Sports Hall erected



2 Sports Hall (4 days later)



3 Ground beam foundations and drainage



4 Sports Hall and start of steel frame of main school building with Lift Shaft No. 1



5 Steel frame and lift shaft No. 1



6 Staircase No. 1 installed



7 Foundations for erection of the blockwork in place



8 Complexity of the steelwork



9 Roofing works commence on Sports Hall



10 Progress on Sports Hall Roof



11 Building edging towards lift shaft No.2



12 and 13 Panoramic views of new school building



14 Reducing levels for 3G pitch installation in Phase 2



15 Tree stumps cored out at the current bus drop-off area

4.4 Future Building Works

Future works planned include the:

- external drainage works;
- structural steelwork;
- roof;
- Sports Hall slab;
- building envelope; and
- reducing ground levels to external areas to their future levels is being undertaken, where possible.

Following an initial design meeting in September, Ryder Architects

visited the school in October to discuss a number of key aspects of the internal design. A further two meetings have been held with the school and the following items of the internal colour palette have been agreed:

- The veneer finish to internal doors;
- The wall protection and acoustic panels, where provided, on internal walls;
- Glazing manifestations;
- Blinds;
- The flooring for the Sports Hall, changing rooms, and “wet areas”;
- Entry door barrier matting; and
- Sink worktop for the toilets.

In addition, a “short-list” of the range of colours for the vinyl and carpet floor coverings has been agreed. These samples will now be presented, through the student council, for all pupils and staff to provide comment. In addition, the school will be choosing the colour of the carpet and seating fabric for the retractable seating to be installed in the main sports hall.

Samples are awaited from ESA McIntosh for the colours of the worktops and doors for science, home economics and art benching.

The initial samples of paint colours have been chosen but further work is required to determine the final colour scheme.

Other design work currently in progress and under review is:

- Coordination of the location of all power and data sockets for all rooms that will eventually be superimposed on the previously agreed room layouts.
- Reflected ceiling drawings;
- Door numbering; and
- Internal and external signage.

4.5 Communications

HubNorth is due to issue the second of the quarterly project newsletter prior to the end of the current school term. A copy will be issued to Members in due course.

A sub-group of the student council has now set up a separate part of the school website “New School Build” to keep the school community informed of the project’s progress. A member of the Council’s Communications Team is assisting the group in this development.

Morrison Construction update their site noticeboard with progress of the works as illustrated in the photograph below.



Site Notice Board, detailing general information, traffic management plan, newsletter etc

4.6 Events

Representatives of the Student Council and staff had their first visit onto the construction site in October 2016. As part of that visit, Morrison Construction presented the Student Council with a Drone Camera and i-Pad Pro. These items will be used by the students in their communications about the school project.



Morrison Construction presentation to CGS Student Council – October 2016

4.7 Community Benefits

During the period October to December 2016, the number of operatives working on the site decreased slightly as a result of the foundation and groundworks being completed. The workforce changed to the more specialist trade of steel erectors and the numbers were 31 operatives working on site, 15 from local contractors.

Across the Council's school redevelopment project sites, Morrison Construction is committed to developing, training and upskilling their workforce. They have currently recruited a number of local people for administration, labouring, and management positions across the 3 school project sites in Campbeltown, Dunoon and Oban. The company wishes to facilitate a legacy that can be grown under their community benefits programme.

Sally Cooper, Morrison Construction Corporate Social Responsibility Manager, has met with Aileen Goodall, the Council's Lead Officer for

16+, Skills Development Scotland and Argyll College to develop a range of community benefits through the construction period of the new Campbeltown Grammar school.

Morrison Construction contributed to the Learning through Work Week that took place in November 2016.

Introductory meetings have been held with the Head Teacher at Castlehill Primary School and the Depute Head Teacher of Dalintober Primary School and with John Barford of Argyll College/University of Highland and Islands to discuss future engagement.

These future engagement proposals to include:

Site Visits

Visits would be offered to groups and give tasters of how the build is progressing and could cover risk assessment and health and safety matters, as appropriate.

Work Placements

Placements will be aimed at students who are following:

- Skills for Work Construction and Engineering;
- Foundation Apprenticeships; and
- the National Progression Award (NPA) Course in Construction

These placements would be aimed at young people who were 16 years of age and over. The students would work with Skills Development Scotland who would provide 'Job Cards' for the individual placements. The Job Cards would explain the role and responsibilities to the young person of the placement and would be relevant to all 3 school construction sites in Campbeltown, Dunoon and Oban.

Placements would be offered through the completion of a basic application form and apply for either a one week placement or the extended option of either a half or full day for a term. Young people would be interviewed for these opportunities when the build had progressed to the relevant stage.

Employment/Careers Fairs

Morrison Construction will attend local fairs in each of the 3 areas to highlight relevant careers. Sub-contractors will be encouraged to attend to discuss their role and potential job opportunities.

Visits to Local Primary Schools and Early Years

Morrison Construction is very keen to visit local schools and carry out health and safety talks and to discuss the build of the new school.

Initial discussions are underway to provide an upper primary school science, technology, engineering and mathematics (STEM) event. This would be a partnership event with SDS, CITB and Argyll College to deliver an upper primary school one day event in each of the 3

areas.

4.8 Health, Safety and Environmental Matters

Since the previous project update report provided to Members in October 2016, the inspection of the site regarding performance on Environmental matters found the works to be compliant. The site has received visits from Galliford Try Health and Safety managers with no issues raised and with no RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations) accidents or injuries.

5.0 CONCLUSION

- 5.1** The project to deliver new schools on a design, build, finance, and maintain basis in respect of Campbeltown Grammar School is in the construction phase. This report provides highlight reporting in relation to the progress of Phase 1, the construction of the new school building.

6.0 IMPLICATIONS

Policy The Council delegated all matters in respect of the provision of the new school facilities to the Council's Policy and Resources Committee.

Financial The Project is being delivered within the financial envelope agreed by the Council in its Capital Plan and Revenue Outlook at the budget meeting of 11 February 2016.

Legal The Project Agreement was signed on 24 March 2016.

HR None at present.

Equalities None at present.

Risk The Council, in partnership with hubNorth Scotland Ltd, continues to monitor the progress of the Project to ensure completion of construction of the schools within the Scottish Government's end date of March 2018.

Customer Service The availability of the school for community lets is restricted during the period of the construction of the new school.

Ann Marie Knowles (Acting Executive Director of Community Services)
Douglas Hendry (Executive Director of Customer Services)
Councillor Rory Colville (Policy Lead – Education and Lifelong Learning)

07 November 2016

For further information contact:

Mike Casey (Schools Redevelopment Project Manager)

Tel: 01586 555917

Michael.casey@argyll-bute.gov.uk

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Argyll & Bute Health & Social Care Partnership

Integrated Joint Board

Agenda item :

Date of Meeting : 28th September 2016

Title of Report: Argyll & Bute HSCP- Performance Report National Health and Well Being Outcome indicators

Presented by: Stephen Whiston, Head of Strategic Planning & Performance

The Integrated Joint Board is asked to:

- Note the HSCP performance against the 9 National Health and Well Being Outcome Indicators.
- Note the progress in with regard to the HSCP performance against Outcome 1 and 2
- Note the action identified to address deficiencies in performance as detailed in the exception report
- Note the national review NHS targets and the Health and Wellbeing integration indicators

1. Background

The national health and wellbeing outcomes provide a strategic framework for the planning and delivery of health and social care services. These suites of outcomes, together, focus on improving the experiences and quality of services for people using those services, carers and their families. These outcomes focus on improving how services are provided, as well as, the difference that integrated health and social care services should make, for individuals.

Currently there are 9 key National Health and Wellbeing Outcomes (NHWBO) and 23 sub-indicators which form the basis of the reporting requirement for the HSCP.

The IJB requested a detailed examination of progress against two of the NHWBO indicators at each of its Board meeting. This report presents information on Outcomes 1 and 2.

2. HSCP Performance against the NHWB outcomes for Financial Quarter one 2016/17

Table 1 below provides a Pyramid summary notes there are currently 93 success measures and of these 64 are currently reported as being on track.

Integrated Joint Board [IJB] Scorecard	Success Measures	93	A
	On track	64	
Outcome 5 - Services reduce health inequalities	No of indicators	5	G
FQ1 16/17	On track	5	↑
Outcome 1 - People are able to improve their health	No of indicators	14	A
FQ1 16/17	On track	8	⇒
Outcome 6 - Unpaid carers are supported	No of indicators	1	G
FQ1 16/17	On track	1	⇒
Outcome 2 - People are able to live in the community	No of indicators	16	A
FQ1 16/17	On track	12	⇒
Outcome 7 - Service users are safe from harm	No of indicators	10	A
FQ1 16/17	On track	5	⇒
Outcome 3 - People have positive service-user experiences	No of indicators	10	A
FQ1 16/17	On track	8	⇒
Outcome 8 - Health and social care workers are supported	No of indicators	4	R
FQ1 16/17	On track	1	
Outcome 4 - Services are centered on quality of life	No of indicators	14	A
FQ1 16/17	On track	9	⇒
Outcome 9 - Resources are used effectively in the provision of health and social care services, with	No of indicators	10	A
FQ1 16/17	On track	8	⇒
Customer Services	No of indicators	9	A
FQ1 16/17	On track	7	⇒

Please note that there is a reduction in the overall number of scorecard measures from the original 95 measures reported for FQ4 15/16 to 93 for FQ1 16/17. This reduction has occurred due to a rationalisation by the Argyll and Bute Council Pyramid Team of reporting of both sickness and absence attendance and PRD measures within Outcome 8.

Previously there had been separate performance reporting of Adult Care and Childrens and Families this has now been made a single cumulative total. This has effectively resulted in a reduction to 4 measures in Outcome 8 for 16/17 against the previous 6 reported for FQ4 15/16.

3. Detailed Performance Report Outcome Indicators 1 and 2

Outcome 1 - People are able to look after and improve their own health and wellbeing and live in good health for longer.

There are 14 indicators being measured against this outcome, 8 are on track, 6 are off track.

The performance and exception report attached provides the detail of the indicators and the work in hand to bring them back onto target. The six off track indicators are listed below:

- AC1 - % of Older People receiving Care in the Community
- AC15 - No waiting more than 12 weeks for homecare service - assessment authorised.
- No of alcohol brief interventions in line with SIGN 74 guidelines
- NHS-H7 - Proportion of new-born children breastfed
- No of ongoing waits >4 wks for the 8 key diagnostic tests
- % >18 type 1 Diabetics with an insulin pump

Outcome 2 - People, including those with disabilities or long-term conditions, or who are frail, are able to live, as far as reasonably practicable, independently and at home or in a homely setting in their community.

There are 16 indicators being measured against this outcome, 12 are on track and 4 are off track.

The performance and exception report attached provides the detail of the indicators and the work in hand to bring them back onto target. The four off track indicators are listed below:

- Emergency Admissions bed day rate
- AC5 - Total No of Delayed Discharge Clients from A&B
- CPC01.4.4 - % Waiting time from a patient's referral to treatment from CAMHS
- % of patients who wait no longer than 18 wks for Psychological therapies

4 National Review of NHS targets and the Health and Wellbeing integration indicators

The Scottish Government has appointed Former Chief Medical Officer Sir Harry Burns (9th September 2016) as the independent chair of the national review into targets and indicators for health and social care.

The review will work with service users, staff, professional bodies, and providers, to ensure targets and performance indicators lead to the best outcomes for people being cared for, whether in hospital, primary care, community care or social care services.

The expectation is the measurement framework will support delivery of the Scottish Government strategic priorities around improving population health and shifting resources towards more community-based and preventative approaches.

The review is expected to deliver a single suite of indicators across health and social care simplifying the measurement landscape and providing an important overview of the difference the health and social care system is making to the lives of the people of Scotland.

The review is expected to report its initial recommendations by the spring 2017.

5 Governance Implications

5.1 Contribution to IJB Objectives

The PPMF is in line with the IJB objectives as detailed in its strategic plan.

5.2 Financial

There are a number of NHWBO indicators which support the quality and financial performance of the HSCP including productivity, value for money and efficiency.

5.3 Staff Governance

A number of indicators under outcome 8 are pertinent for staff governance purposes

5.4 Planning for Fairness:

The NHWBO indicators help provide an indication on progress in addressing health inequalities.

5.5 Risk

Ensuring timely and accurate performance information is essential to mitigate any risk to the IJB governance, performance management and accountability.

5.6 Clinical and Care Governance

A number of the NHWBO indicators support the assurance of health and care governance and should be considered alongside that report

5.7 Public Engagement and Communication

A number of the NHWBO indicators support user and patient experience/assessment of the HSCP services and planning processes.



Argyll & Bute Health and Social Care Partnership

Performance Exception Report for Integrated Joint Board 28th
September 2016

Performance & Improvement Team

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

Exception Reporting & Briefing Frequency

The Integrated Joint Board will receive this performance and exception report on a 6 weekly basis, this will be taken from a live snapshot of the current overall HSCP performance; focussing on those measures showing as below target performance. The layout of the report is designed to give IJB members a quick easy-read overview of exception across the IJB Scorecard, the format of the report uses the key aspects of the Pyramid Performance Management System in order to ensure continuity and consistency. Trend indicators are included within the report to ensure that performance variance and movement is reflected against the most recent reporting episodes.

This exception report format will be used to communicate performance across the HSCP and key stakeholders including its host bodies. The table below notes the groups and briefing frequency:

Group	Briefing Frequency
Local Authority –PR Committee	Quarterly
NHS Board	Quarterly
Community Planning Partnership *	Quarterly
Area- Community Planning Partnerships*	Quarterly

Performance Measure / Outcome		Target	Actual	Trend	Period	Responsible Manager
1	AC15 - No waiting more than 12 weeks for homecare service - assessment authorised.	6	22	↑	FQ1 16/17	Allen Stevenson
1	AC1 - % of Older People receiving Care in the Community	80%	76%	↓	FQ1 16/17	Allen Stevenson
1	No of alcohol brief interventions in line with SIGN 74 guidelines	255	164	↑	FQ1 16/17	Lorraine Paterson
1	NHS-H7 - Proportion of newborn children breastfed	33.3%	26.8%	↔	FQ1 16/17	Louise Long
1	No of ongoing waits >4 wks for the 8 key diagnostic tests	0	3	↓	FQ1 16/17	Lorraine Paterson
1	% >18 type 1 Diabetics with an insulin pump	12%	4%	↔	FQ1 16/17	Lorraine Paterson
Performance Measure / Outcome		Target	Actual	Trend	Period	Responsible Manager
2	Emergency Admissions bed day rate	73597	77,924	↔	FQ1 16/17	Lorraine Paterson
2	AC5 - Total No of Delayed Discharge Clients from A&B	12	19	↓	FQ1 16/17	Allen Stevenson
2	CPC01.4.4 - % Waiting time from a patient's referral to treatment from CAMHS	90%	75%	↓	FQ1 16/17	Louise Long
2	% of patients who wait no longer than 18 wks for Psychological therapies	90%	62%	↑	FQ1 16/17	Lorraine Paterson

Management Exception Reporting																																	
Performance Indicator: Outcome 1 AC15 - No waiting more than 12 weeks for homecare service - assessment authorised	Responsible Manager: Allen Stevenson																																
Target: 6 Actual: 22	Date of Report: FQ1 16/17																																
Description of Exception																																	
<p>(Consideration should be given when describing the nature of the exception with regards to previous trends, reasons for exception, external /internal influences on performance, previous action taken to address performance, actions current in place to improve performance)</p> <div style="text-align: center;"> <p>AC15 - No waiting more than 12 weeks for homecare service - assessment authorised</p> <table border="1"> <caption>Chart Data: AC15 - No waiting more than 12 weeks for homecare service - assessment authorised</caption> <thead> <tr> <th>Quarter</th> <th>Actual</th> <th>Target</th> <th>Benchmark</th> </tr> </thead> <tbody> <tr> <td>FQ2 14/15</td> <td>6</td> <td>6</td> <td>6</td> </tr> <tr> <td>FQ4 14/15</td> <td>6</td> <td>6</td> <td>6</td> </tr> <tr> <td>FQ2 15/16</td> <td>16</td> <td>6</td> <td>6</td> </tr> <tr> <td>FQ4 15/16</td> <td>35</td> <td>6</td> <td>6</td> </tr> <tr> <td>FQ2 16/17</td> <td>22</td> <td>6</td> <td>6</td> </tr> <tr> <td>FQ4 16/17</td> <td>22</td> <td>6</td> <td>6</td> </tr> <tr> <td>FQ2 17/18</td> <td>22</td> <td>6</td> <td>6</td> </tr> </tbody> </table> </div>		Quarter	Actual	Target	Benchmark	FQ2 14/15	6	6	6	FQ4 14/15	6	6	6	FQ2 15/16	16	6	6	FQ4 15/16	35	6	6	FQ2 16/17	22	6	6	FQ4 16/17	22	6	6	FQ2 17/18	22	6	6
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Actions Identified to Address Exception and Improve Performance																																	
<p>(Consideration should be given when describing actions to address performance with regards what requires to be done, who is going to do it and how will this improve performance)</p> <p>This target relates to new service users waiting for packages of care at home. We have particular pressures in the west relating to care at home.</p>																																	
Actions Identified to Address Current /Future Barriers																																	
<p>(Consideration should be given when describing barriers with regards to, how are the barriers going to be managed, who will take this work forward)</p> <p>We are actively working to address this issue by working with providers in Oban to move from time and task to agreeing outcomes with service users and giving providers the opportunity to work more flexibly with people to meet their agreed outcomes.</p> <p>We are also working with providers to patch work and reduce travel and crossover of providers in our localities.</p>																																	
Additional Support Requirements Identified																																	
<p>Continue to develop new ways of delivering care and support at home and in community settings. As the re-design work moves forward opportunities will be created to invest more in community services.</p>																																	
Improvement Forecast Date:	Review Date:																																
This work is on-going and should be reviewed regularly.	Monthly																																

Management Exception Reporting																																																																												
Performance Indicator: Outcome 1 AC1 Care in the Community	Responsible Manager: Allen Stevenson																																																																											
Target: 80% Actual: 76%	Date of Report: FQ1 16/17																																																																											
Description of Exception																																																																												
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<p>(Consideration should be given when describing actions to address performance with regards what requires to be done, who is going to do it and how will this improve performance)</p> <p>The work on the new HSCP quality and finance plan is now underway. To help us achieve our target of 80% we need to follow through on our re-design proposals as detailed in the quality and finance plan.</p> <p>It will take a further period of time across both East and West and will be led by the Heads of Service Adult Care and with the support of Locality Managers and Local Area Managers.</p>																																																																												
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<p>(Consideration should be given when describing barriers with regards to, how are the barriers going to be managed, who will take this work forward)</p> <p>The aim is clearly to shift resources from hospital and care home beds to supporting older people to live at home or in community settings.</p> <p>Reduce the number of hospital beds across East and West through re-design.</p> <p>Improve the process around the collation of data in relation to the balance of care ensuring improved accuracy.</p>																																																																												
Additional Support Requirements Identified																																																																												
<p>The balance of care across the HSCP will improve as we deliver on our ambitious plans to re-design services and meet the increased expectations of older people and their families/carers.</p>																																																																												

Additional Scottish Government monies for funding the DD, ICF and TEC workstreams will help to shift the balance of care further.

Improvement Forecast Date:

Review Date:

The work around the balance of care will be on-going with no specific end date. It is more important to review our progress on a regular basis.

Quarterly

Management Exception Reporting																																																																																																					
Performance Indicator: Outcome 1 No of alcohol brief interventions in line with SIGN 74 guidelines	Responsible Manager: Lorraine Paterson																																																																																																				
Target: 1024 (Cumulative) (250 by June) Actual: 164	Date of Report: FQ1 16/17																																																																																																				
Description of Exception																																																																																																					
<p>(Consideration should be given when describing the nature of the exception with regards to previous trends, reasons for exception, external /internal influences on performance, previous action taken to address performance, actions current in place to improve performance)</p> <div style="text-align: center;"> <p>No of alcohol brief interventions in line with SIGN 74 guidelines</p> <table border="1"> <caption>Approximate data from the chart</caption> <thead> <tr> <th>Month</th> <th>Actual</th> <th>Target</th> <th>Benchmark</th> </tr> </thead> <tbody> <tr><td>Feb 15</td><td>0</td><td>0</td><td>0</td></tr> <tr><td>Mar 15</td><td>0</td><td>0</td><td>0</td></tr> <tr><td>Apr 15</td><td>50</td><td>50</td><td>50</td></tr> <tr><td>May 15</td><td>100</td><td>100</td><td>100</td></tr> <tr><td>Jun 15</td><td>200</td><td>200</td><td>150</td></tr> <tr><td>Jul 15</td><td>300</td><td>300</td><td>200</td></tr> <tr><td>Aug 15</td><td>400</td><td>400</td><td>250</td></tr> <tr><td>Sep 15</td><td>500</td><td>500</td><td>300</td></tr> <tr><td>Oct 15</td><td>600</td><td>600</td><td>350</td></tr> <tr><td>Nov 15</td><td>700</td><td>700</td><td>400</td></tr> <tr><td>Dec 15</td><td>750</td><td>750</td><td>450</td></tr> <tr><td>Jan 16</td><td>800</td><td>800</td><td>500</td></tr> <tr><td>Feb 16</td><td>800</td><td>800</td><td>550</td></tr> <tr><td>Mar 16</td><td>800</td><td>800</td><td>600</td></tr> <tr><td>Apr 16</td><td>50</td><td>50</td><td>650</td></tr> <tr><td>May 16</td><td>100</td><td>100</td><td>700</td></tr> <tr><td>Jun 16</td><td>150</td><td>150</td><td>750</td></tr> <tr><td>Jul 16</td><td>200</td><td>200</td><td>800</td></tr> <tr><td>Aug 16</td><td>250</td><td>250</td><td>850</td></tr> <tr><td>Sep 16</td><td>300</td><td>300</td><td>900</td></tr> <tr><td>Oct 16</td><td>350</td><td>350</td><td>950</td></tr> <tr><td>Nov 16</td><td>400</td><td>400</td><td>1000</td></tr> <tr><td>Dec 16</td><td>450</td><td>450</td><td>1050</td></tr> <tr><td>Jan 17</td><td>500</td><td>500</td><td>1100</td></tr> </tbody> </table> </div>		Month	Actual	Target	Benchmark	Feb 15	0	0	0	Mar 15	0	0	0	Apr 15	50	50	50	May 15	100	100	100	Jun 15	200	200	150	Jul 15	300	300	200	Aug 15	400	400	250	Sep 15	500	500	300	Oct 15	600	600	350	Nov 15	700	700	400	Dec 15	750	750	450	Jan 16	800	800	500	Feb 16	800	800	550	Mar 16	800	800	600	Apr 16	50	50	650	May 16	100	100	700	Jun 16	150	150	750	Jul 16	200	200	800	Aug 16	250	250	850	Sep 16	300	300	900	Oct 16	350	350	950	Nov 16	400	400	1000	Dec 16	450	450	1050	Jan 17	500	500	1100
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<p>(Consideration should be given when describing actions to address performance with regards what requires to be done, who is going to do it and how will this improve performance)</p> <p>Locality Planning groups, utilising their locality profiles are identifying alcohol concerns as a priority. As part of the action plans, Alcohol Brief Interventions (ABI) will be promoted across services, which includes GP surgeries, A&E departments and maternity clinics.</p>																																																																																																					
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<p>(Consideration should be given when describing barriers with regards to, how are the barriers going to be managed, who will take this work forward)</p> <p>Barriers to progression are; Cultural Perception of level of alcohol problems in the community. Reluctance of individuals to admit need for help.</p> <p>LPG's will identify actions to change perception, and encourage uptake of ABI. Locality managers and Local area managers will work with staff to promote uptake.</p>																																																																																																					
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Further work required to identify any gaps.																																																																																																					
Improvement Forecast Date:	Review Date:																																																																																																				
This work is a continuing process.	Monthly																																																																																																				

Management Exception Reporting		
Performance Indicator: Outcome 1 NHS-H7 - Proportion of new-born children breastfed		Responsible Manager: Louise Long
Target: 33.3%	Actual: 26.8%	Date of Report: FQ1 16/17
Description of Exception		
<p>(Consideration should be given when describing the nature of the exception with regards to previous trends, reasons for exception, external /internal influences on performance, previous action taken to address performance, actions current in place to improve performance)</p> <div style="text-align: center;"> </div>		
Actions Identified to Address Exception and Improve Performance		
<p>(Consideration should be given when describing actions to address performance with regards what requires to be done, who is going to do it and how will this improve performance)</p> <p>This is a national indicator which is updated in October each year when ISD publish the data set.</p> <p>This data is recorded for the quarter before and there has been a steady increase from 21.8% in March 2015 to the current 37.2% however, this is variable across the HSCP linked to areas of greater deprivation. To address this, Peer volunteers have been trained in Campbeltown, Helensburgh, Oban, Dunoon and Bute, with attendance at groups reaching the average of 25-30 facilitated with a focus on wellbeing and rather than problem focussed. Key workers have been trained in each locality. Social media by the infant feeding co-ordinator to communicate with all Peers. Data is available at locality and GP practice level to facilitate targeted interventions. Actions identified to address current/future barriers - - Maintaining peers and setting up new groups in all areas. - Implementing school breastfeeding awareness sessions due to work capacity and staffing levels. - Engage GPs with training due to workload and time limitations. - UNICEF on-line learn-pro breastfeeding management, training has been brought in for all GPs and face to face training in some areas. - Breastfeeding awareness sessions have been delivered in nurseries across Argyll and Bute.</p>		
Actions Identified to Address Current /Future Barriers		
<p>(Consideration should be given when describing barriers with regards to, how are the barriers going to be managed, who will take this work forward)</p> <p>Maintaining UNICEF baby friendly status, a national requirement, which requires all venues: hospitals, clinics to adhere to World Health Organisation/UNICEF baby</p>		

friendly status. - Promoting baby friendly sticker scheme in public venues within HSCP. - Training of wider HSCP teams in social work and supported services. - Developing the 'don't lag behind project', this was a scheme piloted in Cowal to proactively address infants with identified risk factors for weight lag. While a small project, results were encouraging and will continue to be monitored.

Additional Support Requirements Identified

Currently, the activities to support breastfeeding, the training and co-ordination of 57 peers supporters, training of 12 key workers and engaging with communities to increase the profile of breastfeeding within the SCP is undertaken by the HSCP infant breastfeeding co-ordinator. This is a temporary post funded out of non-recurring MINF fund. The equivalent post in highland is a permanent senior health promoting role. To sustain this change the wider remit of this role within the HSCP working across health, adult and children's services needs recognised.

Improvement Forecast Date:

Review Date:

Ongoing monitoring

Quarterly

Management Exception Reporting

Performance Indicator: Outcome 1

The number of people waiting more than 4 weeks for the eight key diagnostic tests at the end of the month

Responsible Manager:

Lorraine Paterson

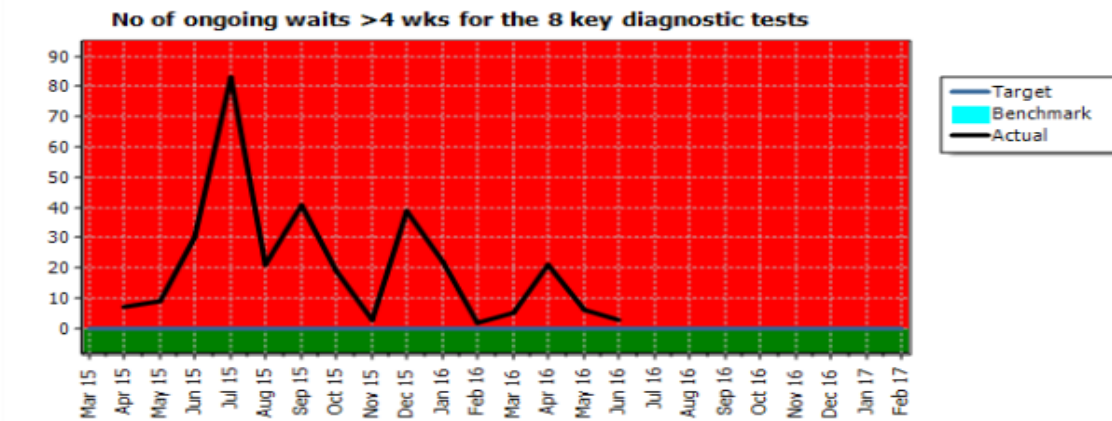
Target: 0 Actual: 3

Date of Report: FQ1 16/17

Description of Exception

(Consideration should be given when describing the nature of the exception with regards to previous trends, reasons for exception, external /internal influences on performance, previous action taken to address performance, actions current in place to improve performance)

Latest status
Jun 16
3



Actions Identified to Address Exception and Improve Performance

(Consideration should be given when describing actions to address performance with regards what requires to be done, who is going to do it and how will this improve performance)

The 8 key diagnostic tests are:

Endoscopy

- Upper Endoscopy
- Lower Endoscopy (excluding Colonoscopy)
- Colonoscopy
- Cystoscopy

Radiology

- CT Scan
- MRI Scan
- Barium Studies
- Non-obstetric ultrasound

Peak in waiting time in 2015 was due to gaps in the establishment due to sickness and absence and vacancies in diagnostic services specifically ultrasound.

Actions Identified to Address Current /Future Barriers	
<p>(Consideration should be given when describing barriers with regards to, how are the barriers going to be managed, who will take this work forward)</p> <p>Vacancies in service considered difficult to fill posts.</p> <p>Immediate external advertising of vacancies. Oban Locality manager and medical records manager continue to work on ensuring forward prediction of breaches and putting in place action to mitigate this which has seen the significant improvement in performance.</p>	
Additional Support Requirements Identified	
Improvement Forecast Date:	Review Date:
This is subject to ongoing review.	Monthly

Management Exception Reporting																																																																																																					
Performance Indicator: Outcome 1 % >18 type 1 Diabetics with an insulin pump	Responsible Manager: Lorraine Paterson																																																																																																				
Target: 12% Actual: 4% (15 people)	Date of Report: FQ1 16/17																																																																																																				
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<p>(Consideration should be given when describing actions to address performance with regards what requires to be done, who is going to do it and how will this improve performance)</p> <p>This measure will see a slow increase to reach the target of 12% due to the process under taken. Heidi courses are offered to diabetics to address their understanding of the condition and to monitor the condition effectively. From the courses, people may feel that the insulin pump might be the way forward and then they are referred to GGHB for assessment for the insulin pump. N.B. not all people are suitable for a pump. Some people feel that they have been educated to manage their condition without a pump for the time being. The process can take from 3 to 6 months to be fitted with a pump.</p> <p>At the moment, four people are going through this process and if all are successful, we will see a slight increase of around 2% within the next few months. This measure has a longer term goal which gives flexibility and choice to diabetic adults over 18.</p>																																																																																																					
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Management Exception Reporting																																	
Performance Indicator: Outcome 2	Responsible Manager:																																
Emergency Admissions bed day rate	Lorraine Paterson																																
Target: 73,597 Actual: 77,924	Date of Report: FQ1 16/17																																
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<p>Latest status</p> <hr/> <p>FQ2 16/17</p> <hr/> <p>77,924</p>	<table border="1" style="display: none;"> <caption>Emergency Admissions bed day rate Data</caption> <thead> <tr> <th>Quarter</th> <th>Actual</th> <th>Target</th> <th>Benchmark</th> </tr> </thead> <tbody> <tr> <td>FQ2 14/15</td> <td>71,000</td> <td>73,597</td> <td>71,000</td> </tr> <tr> <td>FQ4 14/15</td> <td>77,924</td> <td>73,597</td> <td>71,000</td> </tr> <tr> <td>FQ2 15/16</td> <td>77,924</td> <td>73,597</td> <td>71,000</td> </tr> <tr> <td>FQ4 15/16</td> <td>77,924</td> <td>73,597</td> <td>71,000</td> </tr> <tr> <td>FQ2 16/17</td> <td>77,924</td> <td>73,597</td> <td>71,000</td> </tr> <tr> <td>FQ4 16/17</td> <td>77,924</td> <td>73,597</td> <td>71,000</td> </tr> <tr> <td>FQ2 17/18</td> <td>77,924</td> <td>73,597</td> <td>71,000</td> </tr> </tbody> </table>	Quarter	Actual	Target	Benchmark	FQ2 14/15	71,000	73,597	71,000	FQ4 14/15	77,924	73,597	71,000	FQ2 15/16	77,924	73,597	71,000	FQ4 15/16	77,924	73,597	71,000	FQ2 16/17	77,924	73,597	71,000	FQ4 16/17	77,924	73,597	71,000	FQ2 17/18	77,924	73,597	71,000
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<p>(Consideration should be given when describing actions to address performance with regards what requires to be done, who is going to do it and how will this improve performance)</p> <p>All areas are currently undertaking a self-assessment against the Scottish Government 6 essential actions for unscheduled care. This will inform the winter plan, and actions for prevention of admission strategies.</p>																																	
Actions Identified to Address Current /Future Barriers																																	
<p>(Consideration should be given when describing barriers with regards to, how are the barriers going to be managed, who will take this work forward)</p> <ul style="list-style-type: none"> Implementation of robust Anticipatory Care Plans (ACP's). Community and AHP response to Emergency Departments. Short term assessment beds. Community "pull through" from assessment beds. Step up/down beds implemented. Single Point of Access to community teams. Community (virtual) Wards in place. Lead professional in place. Rollout of Universal Adult assessment (UAA). 																																	
Additional Support Requirements Identified																																	
Pump priming resource for community teams from ICF funding																																	
Improvement Forecast Date:	Review Date:																																
March 17	Dec 16																																

Management Exception Reporting

Performance Indicator: Outcome 2
 AC5 - Total No of Delayed Discharge (DD)
 Clients from A&B

Responsible Manager:
 Allen Stevenson

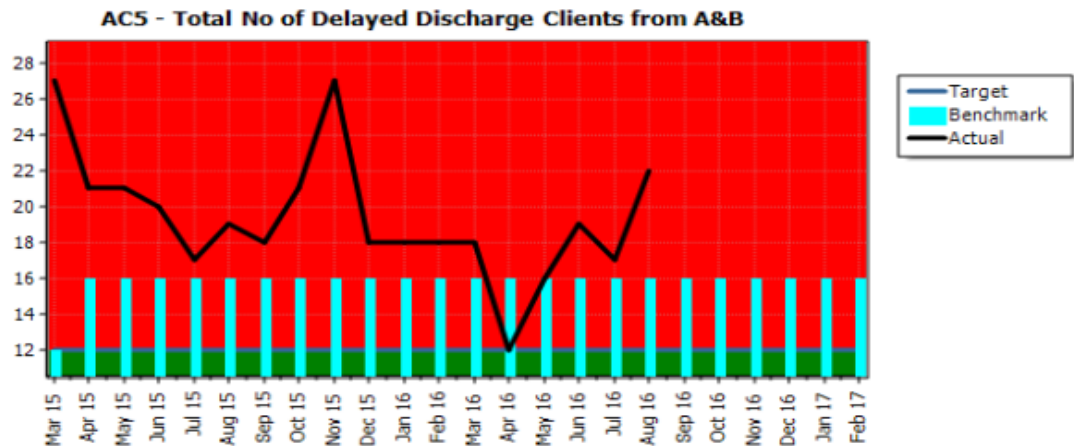
Target: 12 Actual: 22

Date of Report: FQ1 16/17

Description of Exception

(Consideration should be given when describing the nature of the exception with regards to previous trends, reasons for exception, external /internal influences on performance, previous action taken to address performance, actions current in place to improve performance)

Latest status
Aug 16
22



Actions Identified to Address Exception and Improve Performance

(Consideration should be given when describing actions to address performance with regards what requires to be done, who is going to do it and how will this improve performance)

The August performance in relation to delayed discharge is a total of 22 delays within Argyll and Bute. The actions below describe some of the current actions we are undertaking to improve our performance. There are two key areas of interest currently and they are

- 1/ increasing our pool of assessment staff and
- 2/ increase availability of care at home packages in the west

Actions Identified to Address Current /Future Barriers

(Consideration should be given when describing barriers with regards to, how are the barriers going to be managed, who will take this work forward)

1. We have successfully made the administrative and operational changes to the reporting timescales and reporting of DD internally as per instructions of the Scottish Government. Our staff completed the necessary activity on the Edison system as per new timescales and this is now embedded in practice.
2. We have merged our unscheduled care improvement work and continuous improvement activity around delayed discharge with our management teams to ensure there is no duplication of effort as we go forward.
3. In May we updated our guidance and re-launched our AWI guidance which includes the use of 13ZA guidance. This has had a positive effect on our exemption coded delays with only one person currently delayed as a result of AWI.
4. We are completing our work relating to our new Universal Adult Assessment and will be using two localities in the West by the end of October to roll this out. This will start to address the issue of people waiting for assessments.
5. We are working with commissioning staff to develop alternative ways to deliver care at home in

some of our remote and rural communities. In Appin, near Oban we are developing a social enterprise model using SDS.

6. Our commissioning staff are attending workforce fayres with our providers to promote the benefits of careers in social care. Last month our providers worked with DWP with a potential group of 12 people who have expressed an interest.

7. Delayed Discharge report attached within this measure on Pyramid for IJB members to scrutinise.

8. NHS GG&C have indicated that they wish to see a 75% reduction in occupied bed days due to Delayed Discharges in its hospitals and has requested that all its HSCPs including Argyll and Bute detail this in their commissioning intentions of their Service Level Agreements (SLAs). This is to support a shift in the resource from acute to community for 2017/18.

Additional Support Requirements Identified

Locality Managers/Local Area Managers to ensure a sense of urgency around DD is required to ensure patients are discharged from hospital timeously.

Ensure ADT policy is followed by hospital and community staff.

Heads of Service to monitor progress weekly to ensure scrutiny across all locality teams.

Staff in Helensburgh; continue to liaise and proactively identify people delayed in Glasgow hospitals.

Commissioning team to assist in the development of new ways of delivering care at home through SDS options.

Developing access to NHSGG&C "Orion" IT system to allow real time identification of A&B patients admitted to NHSGG&C hospitals to aid discharge planning. Adjustments to the SLA with NHSGG&C activity and finance schedules and transfer of resources to localities. Financial planning of the HSCP to action this.

Improvement Forecast Date:

Review Date:

Ongoing monitoring of performance on a weekly basis to ensure a sense of urgency is created and maintained across all localities.

Monthly

Management Exception Reporting													
Performance Indicator: Outcome 2 CPC01.4.4 - % Waiting time from a patient's referral to treatment from CAMHS	Responsible Manager: Louise Long												
Target: 90% Actual: 75% (12 people)	Date of Report: FQ1 16/17												
Description of Exception													
<p>(Consideration should be given when describing the nature of the exception with regards to previous trends, reasons for exception, external /internal influences on performance, previous action taken to address performance, actions current in place to improve performance)</p> <div style="display: flex; align-items: center;"> <div style="border: 1px solid red; padding: 5px; margin-right: 20px;"> <p>Latest status</p> <hr/> <p>FQ1 16/17</p> <hr/> <p>75 %</p> </div> <div style="text-align: center;"> <p>CPC01.4.4 - % Waiting time from a patient's referral to treatment from CAMHS</p> <table border="1"> <caption>Actual Performance Data</caption> <thead> <tr> <th>Quarter</th> <th>Actual (%)</th> </tr> </thead> <tbody> <tr><td>FQ2 14/15</td><td>84</td></tr> <tr><td>FQ4 14/15</td><td>96</td></tr> <tr><td>FQ2 15/16</td><td>100</td></tr> <tr><td>FQ4 15/16</td><td>91</td></tr> <tr><td>FQ2 16/17</td><td>75</td></tr> </tbody> </table> </div> </div>		Quarter	Actual (%)	FQ2 14/15	84	FQ4 14/15	96	FQ2 15/16	100	FQ4 15/16	91	FQ2 16/17	75
Quarter	Actual (%)												
FQ2 14/15	84												
FQ4 14/15	96												
FQ2 15/16	100												
FQ4 15/16	91												
FQ2 16/17	75												
Actions Identified to Address Exception and Improve Performance													
<p>(Consideration should be given when describing actions to address performance with regards what requires to be done, who is going to do it and how will this improve performance)</p> <p>One consultant is absent due to maternity leave and the Service has been unable to recruit a locum to cover the specialised work.</p>													
Actions Identified to Address Current /Future Barriers													
<p>(Consideration should be given when describing barriers with regards to, how are the barriers going to be managed, who will take this work forward)</p> <p>There are no funds for a locum, however, given the priority additional funding has been allocated. The team lack resilience due to the size of the teams and the geography of Argyll and Bute. The consultant posts is specialised and despite approaching other health boards neither Glasgow or NHS Highland can offer any additional consultant support. An advert has been placed in market however has attracted no interest.</p>													
Additional Support Requirements Identified													
Improvement Forecast Date:	Review Date:												
Ongoing Monitoring	Monthly												

Management Exception Reporting																																					
Performance Indicator: Outcome 2 % of patients who wait no longer than 18 wks for Psychological therapies	Responsible Manager: Lorraine Paterson																																				
Target: 90% Actual: 62%	Date of Report: FQ1 16/17																																				
Description of Exception																																					
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The remains a significant ongoing recruitment and availability issues for psychological therapies in Argyll and Bute. A review of current services is to be undertaken in line with mental health review over the next 6 months																																					
Actions Identified to Address Current /Future Barriers																																					
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Process mapping exercise for access to psychological services. Caseload Review. Potential RPIW process application for Feb 2017 Roll out of Mastermind programme as part of national Technology enabled Care programme to improve access to Cognitive Behavioural Therapies from October 2016.																																					
Additional Support Requirements Identified																																					
Improvement methodologies and DCAQ analysis.																																					
Improvement Forecast Date: On-going review	Review Date: March 17																																				

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ARGYLL AND BUTE COUNCIL

**MID-ARGYLL, KINTYRE AND
THE ISLANDS AREA
COMMITTEE**

CUSTOMER SERVICES

7th December 2016

AREA SCORECARD FQ2 2016-17

1 Background

- 1.1 This paper presents the Area Scorecard, with performance for financial quarter 2 of 2016-17 (July – September 2016). Where commentary has been entered in Pyramid, it is included here.
- 1.2 The Health & Social Care Partnership is no longer reporting the adult care in-year data for the balance of care (care in the community versus care in a residential setting). This will therefore be removed from the Area scorecard following this reporting period.

2 Recommendations

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

**Douglas Hendry
Executive Director, Customer Services**

Jane Fowler
Head of Improvement & HR

For further information, please contact:

David Clements
Improvement and Organisational Development Programme Manager
(Improvement and Performance Management)
01546 604205



Mid Argyll, Kintyre and the Islands Area Scorecard

FQ2 16/17

Adult Care	<i>Target</i>	<i>MAKI</i>	<i>Council</i>
MAKI - % of Older People receiving Care in the Community - In Year	80.0 %		
MAKI - % of Older People receiving Care in the Community	80 %	71 % R ↑	75 %
MAKI - No of People Awaiting FPC within their Homes	0	0 G →	0
MAKI - Number of SM Clients		132 ↑	474
MAKI - No of LD Cases		68 ↓	372
MAKI - Total No of Delayed Discharge Clients	3	6 R ↓	19 R →
MAKI - No of DD Clients under 2 Weeks	3	3 ↑	8 ↑
MAKI - No of Delayed Discharges over 2 weeks	0	2 R ↑	8 R ↑
Economy	<i>Target</i>	<i>MAKI</i>	<i>Council</i>
All Local Planning Apps: Ave no of Weeks to Determine - MAKI	12.0 Wks	10.4 Wks G ↑	10.5 Wks
% of Pre-App Enquiries Processed in 20 working days in MAKI	75.0 %	76.3 % G ↓	84.3 %
Householder Planning Apps: Ave no of Weeks to Determine - MAKI	8.0 Wks	8.8 Wks R ↓	7.6 Wks
CC1 Affordable social sector new builds - MAKI	14	14 G ↑	51
% of Local Review Body Decisions where original decision upheld		no MAKI data available	85.7 %
Environment	<i>Target</i>	<i>MAKI</i>	<i>Council</i>
Car Parking income to date - MAKI	£ 54,316	£ 44,068 R	£ 509,944
Complaints ref Waste Collection MAKI		1 ↑	16
Dog fouling - number of complaints MAKI	27	13 G ↑	75
Dog fouling - number of fines issued MAKI		1 ↑	4
LEAMS - MAKI Islay	73	84 G ↑	
LEAMS - MAKI Kintyre	73	70 R ↓	78
LEAMS - MAKI Mid Argyll	73	87 G ↓	
% Waste recycled, composted and recovered MAKI		no MAKI data available	51.2 %
Roads & Street Lighting	<i>Target</i>	<i>MAKI</i>	<i>Council</i>
Street lighting - % MAKI faults repaired within 7 days	88 %	92 % G ↓	88 %
% road area resurfaced/reconstructed - MAKI FY 15/16		0.54 % ↓	0.38 %
% road area surface treated - MAKI FY 15/16		4.01 % ↑	6.09 %
% Cat 1 road defects repaired timeously - MAKI	90 %		91.9 %

Children and Families			<i>Target</i>	<i>MAKI</i>	<i>Council</i>
CABD53 MAKI - Open Cases - children with disability				3 →	124
CABD56 MAKI - No of Children Receiving Comm Based Support				3 →	124
CP5 MAKI - No of Children on CPR				3 ↓	34
CP16a MAKI - No of Children on CPR with a completed CP plan				3 ↓	24
CA12 MAKI - Total No LAAC				15 ↑	113
CA17 MAKI - No of External LAAC				3 ↑	8
Education			<i>Target</i>	<i>MAKI</i>	<i>Council</i>
% positive destinations	Campbeltown Grammar	ACY 14/15		95.0 % ↓	92.7 %
% positive destinations	Islay High	ACY 14/15		94.4 % ↑	
% positive destinations	Lochgilphead Joint Campus	ACY 14/15		90.4 % ↓	
% positive destinations	Tarbert Academy	ACY 14/15		93.8 % ↓	
HMIE positive School Evaluations - MAKI Sec				100 % →	100 %
School % unauthorised absence	Campbeltown Grammar			2.6 % ↑	1.7 %
School % unauthorised absence	Islay High			3.3 % ↑	
School % unauthorised absence	Lochgilphead Joint Campus			2.5 % ↓	
School % unauthorised absence	Tarbert Academy			4.0 % ↑	
National 4 % pass rate	Campbeltown Grammar	ACY 14/15		98.90 %	94.70 %
National 4 % pass rate	Islay High	ACY 14/15		100.00 %	
National 4 % pass rate	Lochgilphead Joint Campus	ACY 14/15		99.40 %	
National 4 % pass rate	Tarbert Academy	ACY 14/15		96.90 %	
National 5 % pass rate	Campbeltown Grammar	ACY 14/15		81.40 %	74.80 %
National 5 % pass rate	Islay High	ACY 14/15		85.50 %	
National 5 % pass rate	Lochgilphead Joint Campus	ACY 14/15		81.70 %	
National 5 % pass rate	Tarbert Academy	ACY 14/15		80.20 %	
New Higher % pass rate	Campbeltown Grammar	ACY 14/15		80.50 %	76.80 %
New Higher % pass rate	Islay High	ACY 14/15		78.60 %	
New Higher % pass rate	Lochgilphead Joint Campus	ACY 14/15		84.80 %	
New Higher % pass rate	Tarbert Academy	ACY 14/15		75.40 %	

Delayed Discharges - MAKI monthly data

MAKI - Total No of Delayed Discharge Clients	Oct 15	Nov 15	Dec 15	Jan 16	Feb 16	Mar 16	Apr 16	May 16	Jun 16	Jul16	Aug 16	Sep 16
	3	9	4	6	3	5	3	5	5	6	6	6
MAKI - No of DD Clients under 2 Weeks	Oct 15	Nov 15	Dec 15	Jan 16	Feb 16	Mar 16	Apr 16	May 16	Jun 16	Jul16	Aug 16	Sep 16
	1	4	0	4	3	2	2	0	2	5	1	3
MAKI - No of Delayed Discharges over 2 weeks	Oct 15	Nov 15	Dec 15	Jan 16	Feb 16	Mar 16	Apr 16	May 16	Jun 16	Jul16	Aug 16	Sep 16
	0	4	3	1	0	2	0	1	3	1	5	2

The data for the Total number of Delayed Discharge clients includes those who are normally excluded due to complex needs. The detailed lines exclude these clients as we are required to report them separately.

Success Measure	Target FQ2 16/17	Actual FQ2 16/17	Traffic Light	Trend	Comments
AC1 - % of Older People receiving Care in the Community	80%	75%	Red	Descending	<p>IJB - Balance of Care - August 2016 The work on the new HSCP quality and finance plan is now underway. To help us achieve our target of 80% we need to follow through on our re-design proposals as detailed in the quality and finance plan. It will take a further period of time across both East and West and will be led by the Heads of Service Adult Care and with the support of Locality Managers and Local Area Managers.</p> <p>Actions to address current/future barriers - - The aim is clearly to shift resources from hospital and care home beds to supporting older people to live at home or in community settings. - Reduce the number of hospital beds across East and West through re-design. - Improve the process around the collation of data in relation to the balance of care ensuring improved accuracy.</p> <p>Additional support requirements - - The balance of care across the HSCP will improve as we deliver on our ambitious plans to re-design services and meet the increased expectations of older people and their families/carers. - Additional Scottish Government monies for funding the DD, ICF and TEC workstreams will help to shift the balance of care further.</p> <p>Improvement forecast date - - The work around the balance of care will be on-going with no specific end date. It is more important to review our progress on a regular quarterly basis.</p>
Car Parking income to date - MAKI	£54,316	£44,068	Red	Ascending	There has been a drop in car parking income across most of Argyll in FQ2, and no specific reason for this.
% HMIE positive School Evaluations Secondary	75%	100%	Green	Constant	No inspections carried out during this period.

Success Measure	Target FQ2 16/17	Actual FQ2 16/17	Traffic Light	Trend	Comments
CC1 Affordable social sector new builds	51	51	Green	Ascending	On target to achieve the target of 110 completions before the year end (31/03/17)
MAKI - % of Older People receiving Care in the Community	80%	71%	Red	Ascending	
AC5 - Total No of Delayed Discharge Clients from A&B	12	19	Red	Constant	<p>IJB - NHS Highland Delayed Discharge - August 2016 The August performance in relation to delayed discharge is a total of 18 delays within NHS Highland. The actions below describe some of the current actions we are undertaking to improve our performance. There are two key areas of interest currently and they are 1/ increasing our pool of assessment staff and 2/ increase availability of care at home packages in the west.</p> <p>Action identified to address current/future barriers...</p> <p>1. We have successfully made the administrative and operational changes to the reporting timescales and reporting of DD internally as per instructions of the Scottish Government. Our staff completed the necessary activity on the Edison system as per new timescales and this is now embedded in practice.</p> <p>2. We have merged our unscheduled care improvement work and continuous improvement activity around delayed discharge with our management teams to ensure there is no duplication of effort as we go forward.</p> <p>3. In May we updated our guidance and re-launched our AWI guidance which includes the use of 13ZA guidance. This has had a positive effect on our exemption coded delays with only one person currently delayed as a result of AWI.</p>

Success Measure	Target FQ2 16/17	Actual FQ2 16/17	Traffic Light	Trend	Comments
Continued...					<p>4. We are completing our work relating to our new Universal Adult Assessment and will be using two localities in the West by the end of October to roll this out. This will start to address the issue of people waiting for assessments.</p> <p>5. We are working with commissioning staff to develop alternative ways to deliver care at home in some of our remote and rural communities. In Appin near Oban we are developing a social enterprise model using SDS.</p> <p>6. Our commissioning staff are attending workforce fayres with our providers to sell the benefits of careers in social care. Last month our providers worked with DWP with a potential group of 12 people who have expressed an interest.</p> <p>Additional support requirements - - Locality Managers/Local Area Managers to ensure a sense of urgency around DD is required to ensure patients are discharged from hospital timeously - Ensure ADT policy is followed by hospital and community staff. - Heads of Service to monitor progress weekly to ensure scrutiny across all locality teams. - Staff in Helensburgh continue to hunt down people delayed in Glasgow hospitals. - Commissioning Team to assist in the development of new ways of delivering care at home through SDS options.</p> <p>Improvement forecast date - Ongoing monitoring of performance on a weekly basis to ensure a sense of urgency is created across all localities.</p>
MAKI - Total No of Delayed Discharge Clients	3	6	Red	Descending	
MAKI - No of Delayed Discharges over 2 weeks	0	2	Red	Ascending	

Success Measure	Target FQ2 16/17	Actual FQ2 16/17	Traffic Light	Trend	Comments
HMIE positive School Evaluations - MAKI Sec	75%	100%		Constant	No inspections
LEAMS - MAKI Kintyre	73	70	Red	Descending	Following the FQ2 period, all areas and monthly returns will be evaluated, to look at the overall performance in relation to the new schedules following the service choices implementation and the necessary alterations to frequencies will be made, within the existing budget to ensure a good level of performance is retained and where possible improve.
Householder Planning Apps: Ave no of Weeks to Determine - MAKI	8 weeks	8.8 weeks	Red	Descending	Awaiting commentary

ARGYLL AND BUTE COUNCIL**Mid Argyll, Kintyre and the Islands
Area Committee****Development and Infrastructure****7 December 2016**

Tarbert and Lochgilphead Regeneration Fund

1.0 EXECUTIVE SUMMARY

- 1.1 The Argyll and Bute Council 2016-17 Budget included an announcement of a £3 million area regeneration fund to be focused upon the Mid Argyll area. Policy and Resources Committee identified criteria and objectives for the funding, including the area of focus and the desire to deliver a small number of larger projects. This report provides an overview of the progress made to date. At this stage the assessment of to enable to differentiate between the potential projects and outline and full business cases will be required before final approvals can be obtained.
- 1.2 There has been an excellent response to discussions with community organisations about the potential projects with a good number of projects put forward. The Tarbert and Lochgilphead Regeneration Fund is however limited and has a specific focus and criteria; it cannot therefore deliver all of the projects put forward.
- 1.3 As approved in the report to Policy and Resources Committee on 12th May 2016, rather than replicate previous community consultation events, information has been gathered through existing initiatives as well as through meetings with existing community groups.
- 1.4 Each settlement has a number of potential projects being proposed and the Council need to make a judgement about the suitability of each in relation to this fund as it will not be possible to fund all of the proposals. To inform members in their decisions on which projects should be shortlisted an assessment process has been undertaken.
- 1.5 13 potential projects within Tarbert and 29 potential projects within Lochgilphead and Ardrishaig were put forward; these are listed in Appendix 1. Due to the large number of projects a two stage assessment process was undertaken. At the first stage of assessment, an initial sift on all of the suggested projects to identify those projects which could be defined as large was undertaken, this related back to the Policy and Resources decision that the focus should be larger projects. Attached at Appendix 1 is the stage 1 scoring which has been finalised following discussions with and input from local members during September 2016.
- 1.6 As a result of the stage 1 scoring process 9 projects in Tarbert and 15 in

Lochgilphead and Ardrishaig moved forward to be further assessed. The stage 2 assessment is more complex and aims to consider a wider range of issues. The criteria agreed by Policy and Resources Committee were incorporated into the main elements to be considered by the Council when developing a business case – impact, affordability, deliverability and risk. The criteria were agreed with local members at the MAKI Business Day in November 2016. The scoring methodology for stage 2 is shown at Appendix 2 and a summary of the stage 2 assessment is included at Appendix 3, the full assessment is available online at www.argyll-bute.gov.uk/tarbert-and-lochgilphead-regeneration-fund.

- 1.7 The assessment undertaken is based upon the criteria set out for this particular fund and does not reflect the value of the projects to the local community or their attractiveness to other potential funders. However in preparing an outline business case, costs will be incurred which will impact the amount of funding available for the delivery of the projects themselves. It is therefore necessary to significantly reduce the number of projects being shortlisted for feasibility work and outline business case development.
- 1.8 Based on the assessment undertaken, including the feedback received from Members during informal meetings and the recent Business Day, the following projects are proposed for shortlisting for further feasibility works.

Community	Project Ref.	Project
Tarbert	T02	Barmore Road (A83)/Garvel Road junction improvement
	T10	Pavement/public realm improvements
	T07 or T11	Indoor bowling facility/sports hub or Harbour facilities
Lochgilphead	LA01	Ardrishaig – Lochgilphead Cycling Link
	LA10	Lochgilphead Front Green
	LA11	Argyll Street
Ardrishaig	LA13	Ardrishaig North Public Realm Improvements
	LA16	Ardrishaig South Public Realm Improvements
	LA17	Gleaner Oil Site

- 1.9 It is not expected, at this stage, that it will be possible to take forward all of the projects on this shortlist within the budget allocated but once additional information relating to cost, viability, impact, affordability, deliverability and risk is available it will be clearer which projects are feasible and what can be achieved with the funding available.
- 1.10 A budget of up to £250,000 is recommended to undertake this stage of work although it will of course be delivered at the lowest cost possible. At this stage the work will be limited to investigating the feasibility of projects, undertaking any initial design work and obtaining more detailed costings, no delivery work will be undertaken without further approval.

- 1.11 It is hoped to be in a position to develop outline business cases over the next 6-12 months and these will be brought back to Committee with an update on the expected impacts, affordability, deliverability and risk anticipated. An interim update for Committee is proposed for April 2017. If approved, procurement of the relevant services to deliver the project, obtaining of consents and final Committee approval of a full business case will all need to be undertaken before the projects can physically commence.
- 1.12 The Tarbert and Lochgilphead Regeneration Fund offers an important opportunity to support proposals which aim to deliver regeneration and/or economic opportunities within the Mid Argyll area. A structured assessment to focus on those projects which are most likely to meet the criteria agreed by the Policy and Resources Committee has been undertaken. The three potential projects within each community which score highest are identified and it is recommended that these are taken forward for further assessment.
- 1.13 Members of the Mid Argyll, Kintyre and the Islands Area Committee are asked to:
1. Note the excellent response to the Fund from communities and that Council support through standard channels remain available to projects which are not progressed through the Tarbert and Lochgilphead Regeneration Fund;
 2. Approve the process and scoring methodology that has been undertaken in assessing the projects;
 3. Note that the assessment undertaken at this stage is based on broad assumptions and that further feasibility work is required to develop outline business cases;
 4. Approve the potential projects identified in Paragraph 4.25 as the projects which score highest in the assessment and confirm which of the Tarbert projects should progress. The approved projects will be taken forward for outline business case development;
 5. Recommend to Policy and Resources Committee that development funding of up to £250,000 is utilised to undertake the feasibility and initial design works to enable outline business cases to be developed for the projects in Paragraph 4.25;
 6. Note that an update report will be provided to MAKI Area Committee at the April 2017 meeting.

ARGYLL AND BUTE COUNCIL

Mid Argyll, Kintyre and the Islands
Area Committee

Development and Infrastructure

7 December 2016

Tarbert and Lochgilphead Regeneration Fund

2.0 INTRODUCTION

2.1 The Argyll and Bute Council 2016-17 Budget included an announcement of a £3 million area regeneration fund to be focused upon the Mid Argyll area. Policy and Resources Committee identified criteria and objectives for the funding, including the area of focus and the desire to deliver a small number of larger projects. This report provides an overview of the progress made to date in gathering and assessing potential projects as well as identifying those projects which score highest through the assessment process and how they can be progressed. At this stage the assessment of to enable to differentiate between the potential projects and outline and full business cases will be required before final approvals can be obtained.

2.2 There has been an excellent response to discussions with community organisations about the potential projects with a good number of projects put forward. The Tarbert and Lochgilphead Regeneration Fund is limited and has a specific focus and criteria; it cannot therefore deliver all of the projects put forward. There are however other external opportunities for funding which can help to deliver the projects. Whilst it will not be possible to support all of the proposed projects through the Tarbert and Lochgilphead Regeneration Fund, these projects remain valid and Council support, including through the Social Enterprise Team and Business Gateway, will remain available to help community organisations progress their projects where they are not the focus of the Tarbert and Lochgilphead Regeneration Fund going forward. Priority will be given to projects that support council policy including the Local Economic Development Action Plan.

3.0 RECOMMENDATIONS

- 3.1 Members of the Mid Argyll, Kintyre and the Islands Area Committee are asked to:
1. Note the excellent response to the Fund from communities and that Council support through standard channels remain available to projects which are not progressed through the Tarbert and Lochgilphead Regeneration Fund;
 2. Approve the process and scoring methodology that has been undertaken in assessing the projects;
 3. Note that the assessment undertaken at this stage is based on broad assumptions and that further feasibility work is required to develop outline

business cases;

4. Approve the potential projects identified in Paragraph 4.25 as the projects which score highest in the assessment and confirm which of the Tarbert projects should progress. The approved projects will be taken forward for outline business case development;
5. Recommend to Policy and Resources Committee that development funding of up to £250,000 is utilised to undertake the feasibility and initial design works to enable outline business cases to be developed for the projects in Paragraph 4.25;
6. Note that an update report will be provided to MAKI Area Committee at the April 2017 meeting.

4.0 DETAIL

- 4.1 The initial criteria for the Tarbert and Lochgilphead Regeneration Fund were agreed by Policy and Resources Committee on 12 May 2016 and have been used to inform the consideration of proposed projects. The agreed main objective for the Fund is:

To promote the regeneration and/or economic development of the Mid Argyll area

- 4.2 The agreed criteria for assessment, as confirmed by Policy and Resources Committee, are:
 - Their ability to create jobs, grow the population and/or stimulate private sector activity that will deliver these results;
 - Extent to which they support the delivery of the Single Outcome Agreement (SOA) particularly in terms of the overall objective (Argyll and Bute's economic success is built on a growing population) as well as long-term outcomes 1, 2 and 3 (The economy is diverse and thriving; We have infrastructure that supports sustainable growth; and education, skills and training maximises opportunities for all);
 - Whether the proposal is included within the Council's MAKI Economic Development Action Plan;
 - The amount of match funding from partners;
 - Demonstration of SMART economic and social outcomes for each community; and/or
 - Their contribution to overcoming barriers to economic growth and sustaining prosperous communities.

These have been incorporated into the scoring mechanism.

- 4.3 The report also highlighted that in order to maximise the benefit from the fund it was intended that a small number of larger projects would be progressed.
- 4.4 The area which would be the focus of this funding would be the Main Town of Lochgilphead and Ardrishaig and the Key Settlement of Tarbert and the areas immediately surrounding them.

Potential Projects

- 4.5 A large number of projects have been put forward for consideration under this fund, 42 in total, see Appendix 1.
- 4.6 As approved in the report to Policy and Resources Committee on 12th May 2016, rather than replicate previous community consultation events, information has been gathered through existing initiatives such as the Crinan Canal Charrette, Mid Argyll Initiative (MAi Plan) and Community Action Plans to inform the proposals coming forward. All of these plans have been through public consultation in the target communities in 2015 or early 2016.
- 4.7 In identifying potential projects discussions have been held with:
- Ardrishaig Community Council (ACC)
 - Ardrishaig Community Trust (ACT)
 - Dalriada Arts and Culture (DAC)
 - Lochgilphead Community Council (LCC)
 - Lochgilphead Phoenix Project (LPP)
 - Mid Argyll Community Pool (MAC)
 - Mid Argyll Initiative (MAI)
 - Mid Argyll Youth Development Services (MAYDS)
 - Scottish Canals (SC)
 - Tarbert and Skipness Community Council (TSCC)
 - Tarbert and Skipness Community Trust (TSCT)
 - Tarbert Harbour Authority (THA)
 - Mid Argyll and Kintyre and the Islands Councillors.
- 4.8 The following documents and consultations have also been taken into consideration:
- Crinan Canal Corridor Charrette Report and Draft Action Plan – June 2016
 - Tarbert and Skipness Community Action Plan 2016 – 2021 – informed by priorities highlighted by TSCT and TSCC
 - Tarbert Harbour Authority Strategic Plan – May 2016
 - Lochgilphead: Looking to the Future – February 2016
- 4.9 A separate report is being made to Committee on the Crinan Corridor Charrette and the specific proposals coming from the local communities as a result of the consultation events.
- 4.10 Each settlement has a number of potential projects being proposed and the Council need to make a judgement about the suitability of each in relation to this fund as it will not be possible to fund all of the proposals. To inform members in their decisions on which projects should be progressed, an assessment process has been undertaken. Relevant information has been collated regarding the proposed projects to present to Councillors. In undertaking this assessment, the most current and up to date information at the time of assessment has been used although additional information may also be available which has not been provided or was not made available at the time of assessment.

Scoring Projects

- 4.11 The mechanism outlined below has been developed taking into account the

criteria set down in the report approved by Policy and Resources Committee on 12 May 2016, the key elements identified in the Council's Capital Projects Scoring Mechanism – impact, affordability, delivery and risk – as well as the scoring mechanism previously identified for the consideration of the CHORD projects.

- 4.12 The report to Policy and Resources Committee confirmed that the focus should be on a small number of large projects. It is therefore likely that only a handful of projects will receive the bulk of the funds, hopefully for projects that deliver substantial outcomes and help to grasp significant economic opportunities. This plainly makes for very difficult decisions and the aim of scoring the projects against a set criteria is to help to ensure that the Council moves ahead with the most important and feasible projects which offer the best value for money for this one off opportunity to regenerate the towns and key settlements of Mid Argyll. It also helps to ensure that the preferred projects are identified in a consistent and rational way which is transparent to those who may be interested in the process.

Stage One

- 4.13 13 potential projects within Tarbert and 29 potential projects within Lochgilphead and Ardrishaig were put forward and were assessed; these are listed in Appendix 1.
- 4.14 Due to the large number of projects a two stage assessment process was undertaken. At the first stage of assessment, an initial sift on all of the suggested projects to identify those projects which could be defined as large was undertaken, this related back to the Policy and Resources decision that the focus should be larger projects. This should also help to focus attention on those projects which are most likely to meet the main objective of the fund.
- 4.15 The number of expected deliverables as a result of the project has been used to help to define those which are larger scale and most likely to deliver most impact. Where a potential project is expected to deliver 3 or more benefits then it was classed as a large project at this stage. Whilst this is a fairly simplistic way to look at this definition, it is sufficient to enable identification of those potential projects which are most likely to bring about more benefits to local communities.
- 4.16 Stage 1 also considered whether the proposed projects are located within the correct geographic area (i.e. Lochgilphead and Ardrishaig, Tarbert or their immediate surrounding areas), whether work has already commenced (which may indicate that this source of funding is not required to deliver the project) and also whether additional match funding might be attracted to the project (since this would allow more of the projects to be delivered).
- 4.17 In order to progress to stage 2, projects were expected to deliver at least 3 benefits and have a positive response on at least 2 out of the 3 other criteria. Attached at Appendix 1 is the stage 1 scoring which has been finalised following discussions with and input from local members during September 2016. As a result of the stage 1 scoring process 9 projects in Tarbert and 15

in Lochgilphead and Ardrishaig moved forward to be further assessed.

Stage Two

- 4.18 The stage 2 assessment is more complex and aims to consider a wider range of issues. The criteria agreed by Policy and Resources Committee were incorporated into the main elements to be considered by the Council when developing a business case – impact, affordability, deliverability and risk. The criteria were agreed with local members at the MAKI Business Day in November 2016.
- 4.19 Please be aware that the information contained within the scoring is as accurate as it has been possible to obtain at this stage however very few of the proposed projects have the benefit of initial design works or costings being completed. It has therefore been necessary to make a number of assumptions regarding how the proposed projects might progress, what specifications may be required and how this would impact costs. For example, costs have been obtained from indicative average costs and may be increased or decreased depending upon specifications. It should therefore be noted that the information provided at this stage may not reflect the final project detail but is put forward to enable comparison between the projects.
- 4.20 It should also be noted that where potential sources of external funding have been indicated there is no certainty that this will be achieved or that alternative funds may be available. Where match funding can be secured there is the opportunity to add value to the proposed projects and deliver more through the Tarbert and Lochgilphead Regeneration Fund. Most application processes for external funding are however increasingly competitive and it may not be possible to access match funding as hoped.
- 4.21 Impact, affordability, deliverability and risk have been weighted equally. Whilst it is important to understand the anticipated benefits against the likely costs it is just as important to consider the deliverability of a project and whether there are significant risks associated with the proposals. The scoring methodology for stage 2 is shown at Appendix 2 and a summary of the stage 2 assessment is included at Appendix 3. Due to the large amount of data included in the stage 2 assessment, it is not possible to replicate it all within this report, printed copies will therefore be provided at the Committee meeting and a copy is available online at www.argyll-bute.gov.uk/tarbert-and-lochgilphead-regeneration-fund.
- 4.22 The assessment undertaken is based upon the criteria set out for this particular fund and does not reflect the value of the projects to the local community or their attractiveness to other potential funders. Many of the projects put forward have merit and it is a reflection of the community support for the Regeneration Fund that this assessment process to identify those projects which should be shortlisted for further assessment and consideration has been required.

Shortlisted Projects

- 4.23 Given the focus on a small number of larger projects, the purpose of the stage 2 assessment is to help to produce a shortlist of projects to take forward through additional feasibility work. In preparing an outline business case,

costs will be incurred which will impact the amount of funding available for the delivery of the projects themselves. It is therefore necessary to significantly reduce the number of projects being shortlisted for feasibility work and outline business case development and the stage 2 assessment is designed to assist in this process.

- 4.24 Not all of these will receive funding to enable delivery, some may not be feasible and others may receive only a contribution towards the overall costs. This will be further considered through the outline business case development stage.
- 4.25 Based on the assessment undertaken, including the feedback received from Members during informal meetings and the recent Business Day, the following projects score the highest and are therefore expected to most meet the main criteria of the fund, including the focus that a small number of larger scale projects be delivered. It is proposed that the following projects are shortlisted for further feasibility works.

Community	Project Ref.	Project
Tarbert	T02	Barmore Road (A83)/Garvel Road junction improvement
	T10	Pavement/public realm improvements
	T07 or T11	Indoor bowling facility/sports hub or Harbour facilities
Lochgilphead	LA01	Ardrishaig – Lochgilphead Cycling Link
	LA10	Lochgilphead Front Green
	LA11	Argyll Street
Ardrishaig	LA13	Ardrishaig North Public Realm Improvements
	LA16	Ardrishaig South Public Realm Improvements
	LA17	Gleaner Oil Site

- 4.26 The proposed shortlisted projects in Lochgilphead and Ardrishaig all relate to proposals which came out of the Crinan Canal Corridor Charrette process. Public consultation on the charrette proposals helped to identify the top five priority projects, four of which are included in the list above - the cycle link, Lochgilphead Front Green, Argyll Street and Gleaner Oil Site. The cycle link scores the same as other projects in Lochgilphead but because it was identified as a priority during the charrette consultation this project has been included within the proposed shortlist. The fifth public priority from the charrette was marine tourism facilities in Ardrishaig and whilst this was considered within the stage 2 assessment it has not scored as highly in this assessment, largely due to the high number of unknowns associated with the proposal at this stage.
- 4.27 We are aware that there is an existing proposal to replace the play equipment on the Front Green with funding being identified by the local community. The inclusion of the Lochgilphead Front Green would, in principal, not stop this community project progressing although if the Front Green proposals were to progress Argyll and Bute Council would look to work closely with the community

group delivering the upgrades to the play equipment.

- 4.27 Members should be aware that there has been a direct request from the Tarbert Bowling Club for money to be released for feasibility work. At this stage it would appear premature to allocate any funding to individual projects until the shortlisted projects, as above, have been confirmed by Committee. Any funding allocated at this stage would impact on the funds available to deliver projects and should therefore be focused on those projects which it is hoped will be progressed through the Tarbert and Lochgilphead Regeneration Fund.
- 4.28 Members will note that the indoor bowling facility scores the same as the harbour facilities and members are asked to determine which is the most appropriate to proceed on the shortlist. Both organisations are keen to progress proposals. The bowling facility is expected to be able to attract match funding and would serve the wider west Argyll bowling community but requires work to undertake initial feasibility assessments and develop the proposals. The first phase of harbour facilities is more progressed with some consents in place and the Harbour Board indicating that they would be able to contribute towards the costs. The longer term project to replace the East Pier does however impact upon the affordability of the proposal and introduces additional risks.

Delivering the projects

- 4.28 It is not expected, at this stage, that it will be possible to take forward all of the projects on this shortlist within the budget allocated. However once additional information relating to cost, viability, impact, affordability, deliverability and risk is available, it will be clearer which projects are feasible and what can be achieved with the funding available.
- 4.29 This work will include undertaking initial concept design and feasibility work, as required, which will help to confirm the costs associated with the projects and will in turn inform an outline business case. For some of the projects, consultants will need to be engaged as the technical expertise may not be available within the Council; even where in house services are used costs may be associated. Where projects are being led by other partner organisations, any works undertaken will need to be agreed by Argyll and Bute Council before work commences and will need to provide specific information required to inform an outline business case.
- 4.30 Costs associated with undertaking this initial feasibility and concept design work will need to be covered by the Regeneration Fund. A budget of up to £250,000 is recommended to undertake this stage of work although it will of course be delivered at the lowest cost possible. At this stage the work will be limited to investigating the feasibility of projects, undertaking any initial design work and obtaining more detailed costings, no delivery work will be undertaken without further approval. Once details of projects are known a more comprehensive search of potential match funding can also be undertaken and funding applied for.
- 4.31 Developing outline business cases, securing funding, co-ordinating consultants and ensuring that the project progresses within the timescale and budget

estimates will also require staff resource. There may be an increased risk to successfully delivering the projects if too many potential projects are taken forward or there is insufficient resource to support delivery. To address this issue, investigation is ongoing into the possibility of a partnership approach to funding a co-ordinator post which would have responsibility for assisting with the delivery of the selected Regeneration Fund projects over a fixed term. A partnership approach is being examined with Scottish Canals and details are still to be confirmed. It is proposed that part of the Regeneration Fund development costs will be utilised to support the Council's contribution to this post should it proceed and once the list of projects which will be taken forward has been confirmed.

4.32 It is hoped to be in a position to develop outline business cases over the next 6-12 months and these will be brought back to Committee with an update on the expected impacts, affordability, deliverability and risk anticipated. An interim update for Committee is proposed for April 2017. If approved, procurement of the relevant services to deliver the project, obtaining of consents and final Committee approval of a full business case will all need to be undertaken before the projects can physically commence.

4.33 Whilst the Council is responsible for the distribution of the Tarbert and Lochgilphead Regeneration Fund, all of the communities eligible for the Regeneration Fund are also benefiting from community benefit funds or community investment payments in relation to local renewable energy schemes. As the projects move forward it may be possible to work with the local community groups to help to build their capacity in relation to delivering projects so that they are able to continue to deliver additional community priorities beyond the scope of the Regeneration Fund. The form that this capacity building will take will depend upon the projects taken forward but it may include community organisations delivering all or elements of a project with Council support or offering skills sessions in which local communities can participate.

5.0 CONCLUSION

5.1 The Tarbert and Lochgilphead Regeneration Fund offers an important opportunity to support proposals which aim to deliver regeneration and/or economic opportunities within the Mid Argyll area.

5.2 A large number of projects have been put forward and it is not possible to progress all of these suggestions. A structured assessment has been completed to focus on those projects which are most likely to meet the criteria agreed by the Policy and Resources Committee. The three potential projects within each community which score highest are identified and it is recommended that these are taken forward for further assessment.

6.0 IMPLICATIONS

6.1 Policy – the proposed fund will offer the opportunity to support the objective

and long term outcomes of the Single Outcome Agreement as well as the MAKI Economic Development Action Plan, Local Development Plan and other Council policy as may be relevant to specific proposals.

- 6.2 Financial – An allocation of £3m was identified in the 2016/17 budget for regeneration and economic sustainability in the settlements of Lochgilphead and Ardrishaig and Tarbert and their surrounding areas. The allocation is a capital fund and to date none of this funding has been used however the next stage will draw from the allocation, up to £250,000 is identified for feasibility and initial design works.
- 6.3 Legal – none at this time.
- 6.4 HR – staff within the Economic Development and Strategic Transportation Service will administer the fund on behalf of the MAKI Area Committee. Support from other teams across the Council has been given during the scoring process and will continue to be required as further investigation and project delivery proceeds.
- 6.5 Equalities – none at this time.
- 6.6 Risk - If the most appropriate projects are not correctly identified at this stage then the policy objectives may not be achieved and the impact desired from the Regeneration Fund will not be achieved. If the projects are not appropriately scoped out and resourced then this could impact on their delivery. If funding is allocated on an ad hoc basis then further requests could be received. The risks will be updated once the shortlisted projects are confirmed and there is a clearer indication as to which projects are proceeding.
- 6.7 Customer Service – none at this time.

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10 November 2016

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APPENDIX 1 – Stage 1 Assessment
APPENDIX 2 – Stage 2 Assessment Proposed Scoring
APPENDIX 3 – Stage 2 Assessment

APPENDIX 1 Stage 1 Assessment

Project Name	Project Location	Ref	Project Description	Promoted by	In progress?	Related to settlements?	Potential to attract match funding?	Anticipated deliverables	No. of deliverables	Progress to Stage 2?
Ardrishaig-Lochgilphead Cycling Link	Lochgilphead & Ardrishaig	LA01	Extend cycle and pedestrian path from Crinan Canal to Lochgilphead Joint Campus and to Pier Square in Ardrishaig	CCC LCC MAI	No	Yes	Yes	Improved walking and cycling link Opportunities for active travel. Improved links between communities with potential links beyond Joint Campus and into Kilmory Woodland Park	3	Yes
Bishopton Road Junction Improvements	Lochgilphead	LA02	Create a safer crossing point at junction of Bishopton Road and Oban Road	CCC	Yes - Strategic Transportation Team leading work to improve	Yes	Yes	Improved walking and cycling link	1	No
Lochgilphead-Cairnbaan Path	Lochgilphead & Cairnbaan	LA03	Establish footpath on west bank of canal between Lochgilphead and Cairnbaan to provide circular route	CCC	No	Yes	Yes	Improved walking and possibly cycling link	1	No
Signage	Lochgilphead & Ardrishaig	LA04	Develop signage for Crinan Canal from main arterial routes and to and from nearby destinations	CCC MAI	Yes - Scottish Canals have submitted applications for brown signs	Yes	No	Provision of signs leading to greater awareness of Crinan Canal and surrounding attractions. Increase visitor awareness and visitor numbers	2	No

Events programme	Lochgilphead & Ardrishaig	LA05	Develop programme of events focusing on Loch Gilp and Crinan Canal Develop enhanced marine facilities to accommodate leisure craft such as step ashore pontoons, consideration of existing timber operations required	CCC LCC	Yes - Numerous groups delivery events	Yes	Yes	No. of events - to be determined Potential increase in visitor numbers if events attract those outside the area	2	No
Marine Tourism Facilities	Ardrishaig	LA06	Proposals for an Arts and Cultural Centre to house Richard De Marco's Argyll Collection together with other facilities but arts and cultural facilities could alternatively be combined within a number of venues some already existing	CCC MAI	No	Yes	Yes	Provision of boat berths - no. to be determined Potential increase in visitor numbers Opening up of Ardrishaig Waterfront Potential for improved access to shore for existing water sport clubs	4	Yes
Art and Cultural Facilities	Lochgilphead	LA07	Review parking provision, to include coaches, and improve appearance of main car park	CCC DAC MAI LCC	No	Yes	Yes	Assuming a centre based on Dalriada Arts and Culture Proposals: Exhibition space - lead exhibition Demarco Argyll Collection Learning facilities Art studio space Restaurant/café Auditorium Commercial office space Landmark building Increased visitor numbers	8	Yes
Parking provision review	Lochgilphead	LA08		CCC	Yes - recently completed parking review	Yes	No	Additional range of parking provision Improved appearance of parking area Improved orientation for visitors	3	No

Corran Nature Area	Lochgilphead	LA09	Create walking routes across Corran area with interpretation for local wildlife and history	CCC	No	Yes	Yes	Improved walking facilities Control of invasive species	2	No
Lochgilphead Front Green	Lochgilphead	LA10	Improvements to Front Green to provide improved play and seating areas, improvement or replacement of toilet building and drainage/flood defence improvements	CCC LPP LCC MAI	No	Yes	Yes	LDP - AFA12/1 Dependent upon design: Improved play facilities Improved walking and cycling facilities Opportunity to improve drainage Possible flood mitigation measures Potential café/commercial opportunity Opportunities to improve/make more sustainable toilet provision Potential to increase visitor numbers	8	Yes
Argyll Street	Lochgilphead	LA11	Public realm improvements to pavements and parking areas Improvements to the Back Lanes area to provide an enhanced environment	CCC LCC	No	Yes	Yes	LDP - AFA12/1 Improved public realm Additional seating areas Enhanced cycling facilities	5	Yes
Lochgilphead Back Lanes	Lochgilphead	LA12	Improvements to waterfront, car park, road crossing and link to Canal	CCC LCC	No	Yes	No	LDP - AFA12/1 Improved public realm Potential to create additional employment space	3	Yes
Ardrishaig North Public Realm Improvements	Ardrishaig	LA13	Improvements to waterfront, car park, road crossing and link to Canal	CCC MAI	No	Yes	Yes	LDP - AFA12/5 Improved public realm Additional seating areas Improved walking and cycling links	5	Yes

Skate Park	Lochgilthead or Ardrishaig	LA14	Creation of skate park within Lochgilthead or Ardrishaig, ACT are looking at a site in Ardrishaig, MAYDS are looking at a site at Kilmory	CCC ACT MAYDS	No	Yes	Yes	Skating/biking facilities Potential health benefits from increased activities	2	No
Chalmers Street Shops and Flats	Ardrishaig	LA15	Improve appearance of these buildings and incorporate energy efficiency measures	CCC	No	Yes	Yes	AFA12/5 Improved public realm Energy efficiency improvements	3	Yes
Ardrishaig South Public Improvements	Ardrishaig	LA16	Improvements to Pier Square, Scottish Canals Works and Yard and The Stances	CCC	No	Yes	Yes	AFA12/5 Improved public realm Additional seating areas Improved walking and cycling links LDP - AFA12/5	4	Yes
Gleaner Oil Site	Ardrishaig	LA17	Redevelopment of vacant former oil site for mixed uses. Phase 1 - craft, food and drink. Phase 2 – uses could include residential and/or indoor recreation	CCC ACT ACC MAI	No	Yes	Yes	Removal of disused infrastructure Remediation of contaminated site Additional employment space Potential to provide town centre housing Opening up of waterfront Environmental improvements Potential to increase visitor numbers	8	Yes
Linnet Shed	Cairnbaan	LA18	Refurbishment of Linnet Shed building	CCC	No	Yes - surrounding only	Yes	No current, clear proposals	0	No

Bridge House Hotel	Ardrishaig	LA19	Refurbishment of former hotel to provide self-catering accommodation and community facilities	CCC	No	Yes	Yes	Refurbishment of vacant building Visitor accommodation Community facilities Environmental improvements Potential to increase visitor numbers	5	Yes
MAC Pool redevelopment	Lochgilphead	LA20	Extension of swimming pool to offer a wider range of leisure and sport activities and act as a hub for indoor activities in Mid Argyll. This location has the potential to form a connection between the town and the canal	CCC MACP MAI LCC	No	Yes	Yes	Additional community/visitor facilities Build sustainability of existing community asset Potential health and social benefits if additional users are attracted Potential to increase visitor numbers	4	Yes
Corran / Caravan site	Lochgilphead	LA21	Currently allocated for tourism/hotel but also identified location for cultural centre proposed by DAC	CCC	No	Yes	Yes	No current, clear proposals	0	No
Badden Area	Lochgilphead	LA22		CCC	No	Yes	Yes	PDA3009 No definite proposals but could link to LA07 Arts and Cultural Facilities	1	No
Clock Lodge	Lochgilphead	LA23	Refurbishment of Clock Lodge building	CCC LPP	No - initial wind/wat-ertight works but final use undetermined	Yes	Yes	Refurbishment and reuse of listed building LDP - PDA3013, AFA12/1 Other anticipated deliverables cannot be determined until final use is confirmed	2	No

Fiddlesticks	Lochgilphead Tayvallich & Kilmichael	LA24	Project aimed at teaching children fiddle playing together with visiting professionals and performances	DAC	No	Yes	Yes	Lessons in fiddle playing Concerts associated with programme	2	No
7,000 Oaks	Argyll	LA25	Proposal to create 7 community woodlands recreating Joseph Beuyes 7,000 oaks art installation	DAC	No	No - project is Argyll wide but may include a site within Mid Argyll		Community woodlands Potential to enhance biodiversity Potential improved walking facilities Potential to increase visitor numbers, if Joseph Beuyes link attracts people from outside the area	4	Yes
Ardrishaig Public Halls	Ardrishaig	LA26	Refurbishment of Public Hall and North Hall, with a focus on the Public Hall becoming fit for purpose as the principal performance venue for Mid Argyll	ACC ACT	No	Yes	Yes	LDP - AFA12/5 Improved North Hall Improved Public Hall Improved public realm outside of halls	4	Yes
Lochgilphead Community Hub	Lochgilphead	LA27	Develop the old primary school as a community hub	LCC	No	Yes	Yes	Additional community facilities Refurbishment of derelict building Other anticipated deliverables cannot be determined until final use is confirmed	2	No
Improved	Lochgilphead	LA28	Improve and	LCC	No	Yes	Yes	Improved walking and	2	No

walking and cycling routes in Lochgilphead			further develop existing forest trails and cycle paths and signage				cycling link Opportunities for active travel Already picked up through a number of more detailed project suggestions			
Reuse empty spaces	Lochgilphead	LA29	Use empty commercial space for pop-up shops and start up space Provide infrastructure to enable delivery of housing	LCC	No	Yes	No	LDP - AFA12/1 Improved public realm Potential to create additional employment space	3	Yes
Tarbert Housing Infrastructure - Easfield	Tarbert	T01	development site rear of playing field (H-AL 13/4) Improve junction of Garvel Road with Barmore Road (A83) to remove constraints to development in this part of Tarbert	TSCT	No	Yes	Yes	LDP - H-AL13/4 Circa 40-50 houses, which would help to support local facilities Improved footpath links Potential community woodland/open space	4	Yes
Barmore Road (A83)/Garvel Road junction improvement	Tarbert	T02	Improve junction of Garvel Road with Barmore Road (A83) to remove constraints to development in this part of Tarbert	TSCT THA	No	Yes	Not expected but further investigation required	LDP - AFA13/1 Improved access for existing premises Potential for additional housing development, subject to land availability Potential for further development of Tarbert Harbour facilities	4	Yes
Upgrade White Shore Path	Tarbert	T03	Upgrade White Shore Path to enable easier access	TSCT	Yes	Yes	No	Improvements to existing footpath	1	No
Carrick to West Loch Shores and Kennacraig Walking/Cycle Link	Tarbert	T04	Construct a pavement extension linking West Loch Shore and Kennacraig to existing pavement at Carrick	TSCT TSCC	No	Yes	Yes	Improved walking and cycling link Opportunities for active travel Improved links between communities with potential links to Kennacraig Ferry Terminal	3	Yes

Community Hub	Tarbert	T05	Develop community hub within former library building, to include offices for TSCT	TSCT	No	Yes	Yes	Visitor information/interpretation possibly linked to potential to increase visitor numbers Additional community meeting space Office accommodation for TSCT and other organisations	3	Yes
Car Parking	Tarbert	T06	Parking survey and additional car parking provision	TSCT TSCC THA	No	Yes	No	Additional parking provision Potential additional town centre visitors, if current parking is shown to significantly restrict visitor numbers	2	No
Indoor Bowling Facility	Tarbert	T07	Develop indoor bowling facility to provide facilities for clubs across the Kintyre and Mid Argyll area	TSCT	No	Yes	Yes	Additional leisure facility Potential to attract visiting bowling clubs and tournaments - approx. 500 bowlers in west Argyll Potential health and social benefits if additional users are attracted	3	Yes
Skipness Water Supply	Skipness	T08	Extend public water supply to Skipness	TSCT	No	Yes - surrounding area	Not expected although Scottish Water could be asked	Improved water quality for existing users Potential to enable additional development in Skipness area, scale of opportunity not confirmed	2	No

Skipness Bunkhouse	Skipness	T09	Development of bunkhouse at Claonaig to provide facility for walking and cycling routes and Arran Ferry users	TSCT	No	Yes - surrounding area	Yes	Bunkhouse facilities for those using walking and cycling routes Ferry waiting facilities Potential business opportunity associated with kiosk Potential to increase visitor numbers staying in Skipness area	4	Yes
Pavement/public realm improvements	Tarbert	T10	Improvements to pavement areas with extended paving areas outside eating establishments to enable outdoor seating to be provided Provision of new offices, toilet facilities, waste and marine services to enhance Tarbert Harbour. Also longer term project to replace East Pier	TSCC	No	Yes	Yes	LDP - AFA13/1 Potential business opportunities associated with outdoor seating areas Improved public realm	3	Yes
Harbour facilities	Tarbert	T11	Provision of Wi-Fi for harbour users	TSCT THA	No	Yes	Yes	LDP - AFA13/1 Improved facilities for harbour users Potential for additional business space Potential to increase visitor numbers	4	Yes
Tarbert Harbour Wi-Fi Service	Tarbert	T12	Provision of Wi-Fi for harbour users	THA	Yes - expected to be in place 2016	Yes	No	Improved facilities for harbour users	1	No

Tarbert flood defences

Tarbert

T13

Improvements to flood defences for the inner harbour area to alleviate the impact of tidal flooding

TSCT

No

Yes

No

Protect residential premises from impact of flooding
Protect businesses from impact of flooding
Help A83 and Harbour Street remain open during flooding conditions
Maintain access to Tarbert-Portavadie Ferry

4

Yes

- ACC Ardrishaig Community Council
- ACT Ardrishaig Community Trust
- CCC Crinan Canal Charrette
- DAC Dalriada Arts and Culture
- LCC Lochgilphead Community Council
- LPP Lochgilphead Phoenix Project
- MACP Mid Argyll Community Pool
- MAI Mid Argyll Initiative
- MAYDS Mid Argyll Youth Development Services
- THA Tarbert Harbour Association
- TSCC Tarbert and Skipness Community Council
- TSCT Tarbert and Skipness Community Trust

APPENDIX 2 – Stage 2 Assessment Proposed Scoring

	Maximum Score	Comment
Support for Council Policy (Impact)		
Overall SOA objective (P&R)	2	0 = would not contribute to this objective 1 = would contribute to this objective 2 = would contribute directly to this objective
1. The economy is diverse and thriving (P&R)	1	0 = would not contribute to this objective 1 = would contribute to this objective
2. We have infrastructure that supports sustainable growth (P&R)	1	
3. Education, skills and training maximises opportunities for all (P&R)	1	
Is the project in the MAKI EDAP? (P&R)	2	0 = is not in the MAKI EDAP 1 = not directly referenced but would support overall objectives 2 = is directly referenced in the MAKI EDAP
Does the proposal support delivery of the LDP?	1	0 = would not support an allocation in the LDP 1 = would support an allocation in the LDP
Other Council priorities or actions?	1	0 = is not in a Council plan 1 = is in a Council plan
Economic/Social Benefits (Impact)		
SMART outcomes expected from Project: (P&R)	8	Based on the number of deliverables identified at stage 1, work may be required to make these outcomes more SMART should the project proceed 0 = the project can be delivered without TLRF funding 1 = the project may be able to be delivered without TLRF funding 2 = delivers a project which could not be delivered without TLRF funding
Addresses market failure (P&R)	2	0 = not expected to deliver environmental regeneration 1-2 = delivers some environmental regeneration 3 = delivers environmental regeneration to currently degraded/derelict land
Environmental regeneration (P&R)	3	0 = not expected to support jobs 1 = expected to support jobs during construction 2 = expected to support jobs indirectly 3 = expected to create jobs directly
Supporting jobs (P&R)	3	-3 = A number of potential negative impacts identified -1--2 = Some potential negative impacts identified
Possible negative impacts:	0	0 = No potential negative impacts identified
IMPACT SCORE		25

Affordability

		0 = No cost to the Council if the project is not progressed
		1-4 = Some costs to the Council if the project is not progressed
		5 = Significant cost to the Council even if the project is not progressed
Unavoidable cost to council of doing nothing	5	No score allocated
Estimated Project Cost		0 = More than £1.5m
		1 = £1.25m - £1.5m
		3 = £1m - £1.249m
		5 = £750,000 - £999,999
		3 = £500,000 - £749,999
Estimated contribution from TLRP	5	1 = Less than £500,000
Potential contributions from Private Sector (P&R)	5	0 = 0%
		1 = 1-10%
		2 = 11-20%
		3 = 21-30%
		4 = 31-40%
Potential contribution from other funders (P&R)	5	5 = 41% or more
		-2 = Significant likely revenue expenditure for the Council
		0 = Some revenue expenditure anticipated
		4 = No revenue implications
Revenue implications	5	5 = reduced revenue expenditure expected

AFFORDABILITY SCORE 25**Deliverability**

Deliverable by 2020?	5	0 = not deliverable by 2020
		5 = deliverable by 2020
		0 = no business plan/feasibility works developed
		1 = business plan/feasibility works developed but issues to be addressed
		2 = business plan/feasibility works developed and no significant issues
Business plan developed?	2	0 = no consents in place
		1 = some consents in place
Consents in place?	2	2 = all consents in place
		0 = no indication of land owner support
		1 = indicative landowner support
		2 = formal agreement with landowner
		3 = landowner is promoting
Land ownership	4	4 = Council is owner
		0 = no funding in place
		1 = some funding in place or applied for
Funding in place?	2	2 = all other funding in place
		0 = significant technical concerns
		1-3 = some technical concerns works required to confirm that these can be resolved
Technical concerns	4	4 = no technical concerns

Conflicts with other ongoing projects?	2
Community support?	4
DELIVERABILITY SCORE	25

-2 = significant conflicts with ongoing project
0 = likely conflicts with ongoing projects
2 = no conflicts with other ongoing projects
Based on the promoted by column from stage 1

Risks

Potential Risks	0
RISK SCORE	0

An identification of the possible risks
-25 to -21 = works not undertaken before, significant risks expected
-20 to -16 = increasing number of risks expected
-15 to -11 = some risks expected
-10 to -6 = non-routine but fewer risks anticipated
-5 to 0 = routine works, very few risks anticipated

SCORE 75

P&R – criteria relating to those approved by Policy and Resources Committee and the main objective of the fund

APPENDIX 3 Stage 2 Assessment

Project	Ref		Impact	Affordability	Deliverability	Risk	Total
Tarbert							
Pavement/public realm improvements	T10	Tarbert	14	2	14	-5	25
Barmore Road (A83)/Garvel Road junction improvement	T02	Tarbert	11	3	15	-5	24
Indoor Bowling Facility	T07	Tarbert	10	14	10	-14	20
Harbour facilities	T11	Tarbert	13	10	15	-18	20
Carrick to West Loch Shores and Kennacraig Walking/Cycle Link	T04	Tarbert	13	10	11	-18	16
Community Hub	T05	Tarbert	11	10	9	-14	16
Skipness Bunkhouse	T09	Skipness	11	10	10	-17	14
Tarbert flood defences	T13	Tarbert	9	7	3	-13	6
Tarbert Housing Infrastructure - Easfield	T01	Tarbert	12	1	8	-17	4
Lochgilphead							
Lochgilphead Front Green	LA10	Lochgilphead	20	8	19	-7	40
Argyll Street	LA11	Lochgilphead	16	16	15	-9	38
Ardrishaig-Lochgilphead Cycling Link	LA01	Lochgilphead & Ardrishaig	13	8	16	-11	26
MAC Pool redevelopment	LA20	Lochgilphead	11	11	16	-12	26
7,000 Oaks	LA25	Argyll	11	8	13	-7	25
Lochgilphead Back Lanes	LA12	Lochgilphead	14	6	15	-11	24
Reuse empty spaces	LA29	Lochgilphead	11	7	12	-10	20
Art and Cultural Facilities	LA07	Lochgilphead	15	4	6	-24	1
Ardrishaig							
Gleaner Oil Site	LA17	Ardrishaig	23	13	14	-18	32
Ardrishaig North Public Realm Improvements	LA13	Ardrishaig	15	11	16	-11	31
Ardrishaig South Public Improvements	LA16	Ardrishaig	14	12	14	-11	29
Bridge House Hotel	LA19	Ardrishaig	14	9	15	-10	28
Ardrishaig Public Halls	LA26	Ardrishaig	13	10	16	-11	28
Chalmers Street Shops and Flats	LA15	Ardrishaig	12	10	11	-10	23
Marine Tourism Facilities	LA06	Ardrishaig	13	8	10	-19	12

ARGYLL AND BUTE COUNCIL

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

**Development and Infrastructure
Services**

7 December 2016

Crinan Canal Charrette - update

1.0 EXECUTIVE SUMMARY

- 1.1 The Crinan Canal charrette was undertaken during 27-30 April 2016 and this report provides an update on the charrette process, feedback to the community and the ideas coming out of the charrette.
- 1.2 During the pre-charrette and charrette activities in March and April 2016 around 200 people contributed by providing their thoughts and proposals for how the Crinan Canal area could be improved. Details of the charrette process and the activities undertaken can be at <https://www.scottishcanals.co.uk/news/re-think-the-link-crinan-corridor-charrette/>.
- 1.3 The ideas coming forward were around the themes of better connections; facilities, activities and events; public realm improvements and key opportunity sites. On 24 and 25 June 2016 interested parties were again invited to review the proposals and to comment on these.
- 1.4 The proposals coming out of the charrette process have been included within the list of suggested projects for consideration through the Tarbert and Lochgilphead Regeneration Fund. The Regeneration Fund will be considered through a separate process and will be used to inform our approach to the charrette outputs.
- 1.5 A further update report on the charrette outputs will be provided to committee in 2017.
- 1.6 It is recommended that committee:
- (i) Notes the content of this report and the Crinan Corridor Charrette Report which can be downloaded at <https://www.scottishcanals.co.uk/news/re-think-the-link-crinan-corridor-charrette/>.

ARGYLL AND BUTE COUNCIL

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

**Development and Infrastructure
Services**

7 December 2016

Crinan Canal Charrette - update

2.0 INTRODUCTION

2.1 At its meeting on 24th June 2015, the Planning, Protective Services and Licensing Committee agreed to progress a series of community development plan exercises at a number of communities across Argyll, including Lochgilphead and Ardrishaig.

2.2 The exercise for Lochgilphead and Ardrishaig was taken forward in partnership with Scottish Canals and focused on the Crinan Canal corridor from Ardrishaig through to Crinan. The charrette was partly funded by the Scottish Government through the 2015-16 Charrette Mainstreaming Programme Fund. The charrette was undertaken during 27-30 April 2016 and this report provides an update on the charrette process, feedback to the community and the ideas coming out of the charrette.

3.0 RECOMMENDATIONS

3.1 It is recommended that committee:

- (i) Notes the content of this report and the Crinan Corridor Charrette Report which can be downloaded at <https://www.scottishcanals.co.uk/news/re-think-the-link-crinan-corridor-charrette/>.

4.0 DETAIL

4.1 During the pre-charrette and charrette activities in March and April 2016 around 200 people contributed by providing their thoughts and proposals for how the Crinan Canal area could be improved. Individuals and organisations from across the public, private and third sector attended and inputted into the discussions. Details of the charrette process and the activities undertaken can be found at <https://www.scottishcanals.co.uk/news/re-think-the-link-crinan-corridor-charrette/>. The report also summarises the output from the various sessions and how ideas developed during the process. On the third day the charrette team started to draw up the proposals that had been discussed and the fourth day presented these proposals and allowed the public to feedback on the ideas that

have come forward.

4.2 After the charrette the team worked up these proposals further. The ideas coming forward were around the themes of better connections; facilities, activities and events; public realm improvements and key opportunity sites. On 24 and 25 June 2016 interested parties were again invited to review the proposals and to comment on these. A large number of projects were put forward and to help to prioritise them, those attending were asked to identify the projects which they felt were most important.

4.3 Against the various projects, the public consultation indicated that the following were the most supported:

- Bay-wide. Safe cycling infrastructure from Pier Square Ardrishaig, to Lochgilphead High School;
- Development of Ardrishaig marine tourism facilities;
- Lochgilphead Green, Frontage and A83 Public Realm Improvements;
- Lochgilphead Argyll St (South) & Colchester Square Public Realm Improvements; and
- Development of the former Gleaner Oil site, Ardrishaig.

It should however be noted that different organisations have different priorities and this exercise was an attempt to focus on those which members of the public would most like to see come to fruition. Inclusion within the charrette action plan may help other organisations to secure funding to progress their proposals as it will demonstrate a level of public support.

4.4 Whilst various projects have been proposed, it is worth noting that no feasibility work has been undertaken and that more detailed work would be required to confirm whether it is possible to deliver the projects as described. It should also be noted that Argyll and Bute Council is not committing funding nor conferring approval of any of the projects, the appropriate regulatory procedures will still need to be applied.

4.5 The proposals coming out of the charrette process have been included within the list of suggested projects for consideration through the Tarbert and Lochgilphead Regeneration Fund. The Regeneration Fund will be considered through a separate process and once we know what projects are to be progressed through the Regeneration Fund in Lochgilphead and Ardrishaig this will be used to inform our approach to the charrette outputs. Proposals which have a land use implication will be taken into consideration in the preparation of the next Local Development Plan, LPD2.

4.6 Scottish Canals own the former Gleaner Oils site in Ardrishaig, the redevelopment of which is one of the top 5 supported projects above. Scottish Canals approached Argyll and Bute Council during the summer to submit an application for Regeneration Capital Grant Fund for the first phase of development on the site. We were successful at stage 1 and are currently working on a stage 2 application which will be submitted at the end of November 2016.

4.7 A further update report on the charrette outputs will be provided to committee in

2017.

5.0 CONCLUSION

5.1 The Crinan Canal Charrette successfully engaged the local community and confirmed a number of project aspirations. A summary of the charrette process is contained in the attached report.

6.0 IMPLICATIONS

6.1 Policy – regeneration of this area would help to support the Single Outcome Agreement as well as the Economic Development Action Plan and Local Economic Development Action Plan. A number of the proposals would also implement Areas for Action identified within the Local Development Plan.

6.2 Financial – none at this stage although the projects are put forward for consideration of funding through the Tarbert and Lochgilphead Regeneration Fund.

6.3 Legal – none.

6.4 HR – additional staff resource may be required to help to deliver some of these projects.

6.5 Equalities – none.

6.6 Risk – if there is no action on the charrette outputs, there is a risk that the whole process will be seen as having no value and the community will become frustrated and disengaged from any future participation activities.

6.7 Customer Service – none.

Executive Director of Development and Infrastructure

Policy Lead - Aileen Morton

24/11/16

For further information contact: Anna Watkiss, Anna.Watkiss@argyll-bute.gov.uk,
Tel. 01546 604344

ARGYLL AND BUTE COUNCIL

MID ARGYLL, KINTYRE AND THE
ISLANDS AREA COMMITTEE

DEVELOPMENT AND
INFRASTRUCTURE SERVICES

WEDNESDAY 7TH DECEMBER 2016

ROADS ACTIVITIES – MID ARGYLL, KINTYRE AND THE ISLANDS AREA

1.0 Background

- 1.1 Safety Inspection regime continued in line with the Council's safety inspection standards. Any identified faults were attended within the required timescales. A summary of the roads activities is detailed below.

2.0 Details

2.1 Operational Activities This Quarter

Capital

Mid Argyll

A816 Lady Glassary to Cairnbaan, Surface Dressing (SD)
A816 Meadows, edge strengthening & widening - completed
A816 Viaduct, resurfacing.
A816 Kintraw, resurfacing, drainage & widening.
C42 Loch Sween Road, pre-SD.

Kintyre

B842 Carradale – Brackley, SD.
B842 Crossaig – Cloanaig, SD.
B842 Saddell, Pre-SD.
B8001 Cloanaig Slip, strengthening. Started.
B8001 Redhouse – Cloanaig passing places, widening & surfacing. Started.

Islay

A846 Low Road various sites, SD.
B8018 Sanaigmore Road, SD.
U42 Portnahaven to Ballimony Road, SD.
Port Ellen Housing Scheme Roads, surfacing. Started.

Revenue

Across the area routine revenue activities are being carried out to ensure that the road network is maintained safe and convenient for the travelling public. Schedules

of works are assembled from information gathered from safety inspections, reported defects together with cyclic works such as verge cutting, gully cleansing, ditching etc.

Discussion are ongoing with Scottish Canals and Historic Scotland regarding remedial works to the canal banking in locations where the public road runs immediately adjacent to the canal.

- 2.2 In addition to the above works, repairs have been carried out to defects identified from safety inspections, reported defects etc. These works have been carried out to ensure that the road network is safe for the travelling public.

3.0 Conclusion

- 3.1 This briefing note provides an update on roads activities for the MAKI area.

ARGYLL AND BUTE COUNCIL

MID ARGYLL, KINTYRE AND THE
ISLANDS AREA COMMITTEE

DEVELOPMENT & INFRASTRUCTURE
SERVICES

7TH DECEMBER 2016

TRAFFIC MANAGEMENT AND PARKING REVIEW – Inveraray Car Parks

1.0 EXECUTIVE SUMMARY

- 1.1 It was agreed at the Council meeting on 11 February 2016 to implement year round charges in seasonal car parks across Argyll and Bute. This decision was taken as part of the Service Choices process as a means of increasing Revenue income which contribute in allowing services delivered by the Council to continue.
- 1.2 The Argyll and Bute Off-street Parking Places and Charges (Inveraray) Order 201_ went to public advert on 10 June 2016 with a closing date for objections of 1 July 2016. There were two objections submitted to the proposed Order. The procedure for making the Order is set out in the Local Authorities' Traffic Orders (Procedure)(Scotland) Regulations 1999 (hereafter "Regulations").
- 1.3 The reasons for the change from seasonal to all year charges were proposed in line with the Council's budget decision on Service Choices, to bring the Inveraray parking charges in line with other busy tourist areas in Argyll and Bute and also to provide an enhanced level of parking management. Other areas have successfully introduced year round charging such as the off street car park in Luss.
- 1.4 Within the Councils Constitution it is considered competent for the Area Committee to approve or reject the Order. A Hearing may be held at the discretion of the Committee but is not a requirement within the Regulations.
- 1.5 This report provides detail of the Order, the objections to the Order and the options available for Members decision on how the Order is progressed.

2.0 RECOMMENDATIONS

That the Area Committee approve:

- i. That the Order is made as advertised;

ARGYLL AND BUTE COUNCIL

MID ARGYLL, KINTYRE AND THE
ISLANDS AREA COMMITTEE

DEVELOPMENT & INFRASTRUCTURE
SERVICES

7TH DECEMBER 2016

TRAFFIC MANAGEMENT AND PARKING REVIEW – Inveraray Car Parks

3.0 INTRODUCTION

- 3.1 The full Council meeting held on 11 February 2016 approved the introduction of all year round charging in car parks, including all Inveraray car parks with existing seasonal charges, as part of the Service Choices process.
- 3.2 The Argyll & Bute Off-street Parking Places and Charges (Inveraray) Order 201_ went to public advert on 10 June 2016 with a closing date for objections of 1 July 2016. There were two objections submitted to the proposed Order. The procedure for making the Order is set out in the Local Authorities' Traffic Orders (Procedure)(Scotland) Regulations 1999 (hereafter "Regulations").

4.0 RECOMMENDATIONS

- 4.1 That the Area Committee approve that the Order is made as advertised;

5.0 DETAIL

- 5.1 Two objections were submitted to the proposed Order. Officers responded to the objections detailing the reason why the Order was being proposed. Thereafter, both objectors chose to maintain their objections.
- 5.2 The objections, in regards to the Order, were:
- That all year round charges would have a detrimental impact on the local economy;
 - That residents who live within the conservation area of Inveraray will be unfairly penalised.
- 5.3 Within the Councils Constitution it is considered competent for the Area Committee to approve or reject the Order. A Hearing may be held at the discretion of the Committee but is not a requirement within the Regulations.
- 5.4 The reasons for the change from seasonal to all year charges were proposed in line with the Council's budget decision on Service Choices, to bring the

Inveraray parking charges in line with other busy tourist areas in Argyll and Bute and also to provide an enhanced level of parking management. This was subsequently explained to the objectors, however, they chose to maintain their objections. Other areas have successfully introduced year round charging such as the off street car park in Luss.

6.0 CONCLUSION

6.1 This report details an Off-street Parking Places and Charges Order for Inveraray which has been promoted as part of Service Choices. Two objections have been received to the Order. This report recommends that the objections are overruled and that the Order is made.

7.0 IMPLICATIONS

7.1 Policy	Parking Policy 2014
7.2 Financial	the Council will have a shortfall in Revenue income if the Order is not made.
7.3 Legal	The Order is made under the Local Authorities' Traffic Orders (Procedure)(Scotland) Regulations 1999
7.4 HR	None
7.5 Equalities	None
7.6 Risk	None
7.7 Customer Service	None

Executive Director of Development & Infrastructure, Pippa Milne
Policy Lead Ellen Morton

10 November 2016

For further information contact: Stuart Watson, Traffic & Development Manager,
on 01546 604 889

Appendix 1 - The Argyll & Bute Off-street Parking Places and Charges (Inveraray) Order 201_

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**ARGYLL AND BUTE COUNCIL
(OFF-STREET PARKING PLACES AND CHARGES)
(INVERARAY) ORDER 201_**

ARRANGEMENT OF ARTICLES

<i>Article</i>	<i>Provision</i>
1.	Citation and commencement
2.	Provisions
3.	Definitions and Interpretation
4.	Designation of parking places
5.	Laying out and marking of parking places and parking bays
6.	Vehicles which may use parking places
7.	Restrictions of use of parking places
8.	Amount of charges at parking places
9.	Method of payment of parking charge
10.	Pay and display
11.	Season tickets/parking permits
12.	Prepaid parking charge
13.	Reserved parking bays
14.	Withdrawal of permit
15.	Display of parking permit
16.	Replacement parking permits
17.	Surrender of parking permit
18.	Installation of parking ticket machine
19.	Indications by parking ticket machine tickets
20.	Exemptions
21.	Manner of standing in parking places
22.	Contravention in a parking place
23.	Alteration of position of vehicle in parking places
24.	Removal of vehicles from parking places
25.	Movement of vehicles
26.	Power to suspend or re-designate parking places
27.	Power to dispose of abandoned vehicles
28.	Responsibility of driver
29.	Responsibility of registered keeper
30.	Disclaimer
31.	Orders to be revoked or amended

**ARGYLL AND BUTE COUNCIL
(OFF-STREET PARKING PLACES AND CHARGES)
(INVERARAY) ORDER 201_**

Argyll and Bute Council, in exercise of their powers under Sections 32, 35 (1) and (3), 35A and 35C and Part IV of Schedule 9 of the Road Traffic Regulation Act 1984 (the 1984 Act), as amended; The Road Traffic (Permitted Parking Area and Special Parking Area)(Argyll and Bute Council) Designation Order 2014; The Road Traffic Act 1991, as amended, and all other enabling powers and after consultation with the Chief Constable of Police Scotland in accordance with Part III of Schedule 9 of the 1984 Act hereby make the following Order:

1. Citation and Commencement

This Order may be cited as the “Argyll and Bute Council (Off-Street Parking Places and Charges) (Inveraray) Order 201_” and shall come into operation on the _____201_.

2. Provisions

To make provisions in relation to off street parking within Inveraray and revoke The Argyll and Bute Council (Off Street Parking Places and Charges)(Inveraray) Order 1999 as amended as specified in the articles and Schedules annexed and executed as relative hereto.

3. Definitions and Interpretation

- (i) In this Order the following expressions have the meanings hereby respectively assigned to them:

“**the 1984 Act**” means the Road Traffic Regulation Act 1984;

“**the 1991 Act**” means the Road Traffic Act 1991;

“**Council**” means Argyll and Bute Council;

“**car park season ticket**” means any parking permit covering a period of three months or more and issued by the Council in accordance with the provisions of this order;

“**charging hours**” means in respect of the parking place, the hours during which a vehicle may only be permitted to wait upon payment of a charge as specified in Schedule 2. Charges do not apply on Christmas Day and New Year’s Day;

“**convenience charge**” means a fee payable to the Service Provider in respect of a parking charge paid by means of the Telephone Payment Parking System and indicated on a traffic sign or parking ticket machine associated with the parking place in which the vehicle for which the parking charge has been paid has been left;

“disabled person’s badge” has the same meaning as in the Disabled Persons (Badges for Motor Vehicles) (Scotland) Regulations 2000 as amended;

“disabled person’s vehicle” has the same meaning as in Section 142(1) of the 1984 Act as amended;

“driver” in relation to a vehicle waiting in a parking place means the person driving the vehicle at the time it was left in the parking place;

“electric vehicle” means a Plug-in Electric Vehicle or a Plug-in Hybrid Vehicle;

“electric vehicle charging bay” means a parking bay which has been marked and signed for the exclusive use of an electric vehicle whilst that vehicle is being charged by means of an electric vehicle charging point;

“electric vehicle charging point” means a purpose built unit designed specifically for charging vehicles;

“employee car park season ticket” means a ticket issued by the Council in accordance with the provisions of this order to an employee but restricted in terms of its use as specified on the said ticket

“hand held device” means a wireless hand held computer used by a Parking Attendant, which is programmed to interface with the Telephone Payment Parking System;

“mobile phone payment” means a cashless payment made by mobile phone to the number displayed in the parking place allowing the vehicle to be parked for the period of time for which payment has been made, to be used where such facility is advertised and provided for in a parking place and the use of which is specified by notice in the parking place;

“owner” has the same meaning as in Section 142 (1) of the 1984 Act;

“parking attendant” has the same meaning as in section 63A of the 1984 Act;

“parking bay” means a marked space in a parking place which is provided for the leaving of a vehicle;

“parking charge” means the amount payable in respect of a parking stay in a parking place as defined in Article 8 to this Order;

“parking place” means an area designated as a parking place by this Order;

“parking permit” means a car park season ticket, staff permit or any other permit of a type and design issued by the Council;

“parking payment machine” means an apparatus designed:

- a) to accept payment of the parking charge,
- b) to validate the parking ticket for use at the exit barrier,
- c) to indicate the time externally;

“parking ticket machine” means an apparatus designed:

- a) to accept payment of the parking charge,
- b) to indicate the time externally,
- c) to issue tickets indicating the payment for a charge, the period in respect of which it has been paid, the day and the time at which it was paid and a mark which enables the issuing parking ticket machine to be identified;

“pedal cycle” means a unicycle , bicycle, tricycle, or cycle having four or more wheels not being in any case mechanically propelled unless it is an electrically assisted pedal cycle of such class as it is to be treated as not being a motor vehicle for the purposes of the 1984 Act;

“penalty charge” has the same meaning as in Section 66 of the 1991 Act;

“penalty charge notice” means a notice issued or served by a parking attendant pursuant to the provisions of Section 43 and Section 66 of the 1991 Act;

“Plug-in Electric Vehicle” means a vehicle which utilizes rechargeable batteries, or another energy storage device that can be restored to full charge by connecting a plug to an external electric power source;

“Plug-in Hybrid Electric Vehicle” means an electric drive vehicle using one or more electric motors for propulsion which may also contain a combustion engine either for exclusive use of supplying energy to recharge the power source and/or supplying motive power;

“registered keeper” is the person for the time being registered at the Driving and Vehicle Licensing Agency as the person recorded as keeping the vehicle and the person named on the Vehicle Registration Certificate. The registered keeper is not necessarily the legal owner of the vehicle or the driver of the vehicle for the time being;

“relevant position” in respect of a parking permit, parking ticket or disabled persons badge means the permit, ticket or badge is exhibited in a conspicuous position so that all the particulars are clearly visible from outside the vehicle;

“return period” means the period following expiry of the maximum parking stay in that parking place during which the driver shall not return the vehicle to the parking place;

“**schedule**” means the schedules annexed to this order and which form part of this order;

“**service provider**” means the company authorised and appointed by the Council to operate, administer and maintain the process for the payment of parking charges on its behalf using the telephone payment parking system;

“**taxi**” has the same meaning as in the Civic Government (Scotland) Act 1982;

“**taxi driver’s season ticket**” means a parking permit covering a period of one month or more which permits taxi drivers to park their taxis in parking bays which have been designated and signed for this purpose;

“**taxi parking bay**” means a marked space in a parking place which is provided for the leaving of a taxi;

“**Telephone Payment Parking System**” means an electronic system set up and maintained by the service provider whereby:

a) the driver of a vehicle, or other person authorised by the driver on their behalf, uses a telephone to communicate with the service provider, in accordance with the instructions on signs located in the parking place, and make payment of the parking charge and any additional convenience fee in respect of a specified vehicle, a specified parking place and for a specified parking period by use of a debit or credit card; and

b) the service provider, on behalf of the Council, accepts payment of the parking charge by the method referred to in (a) of this definition and records such payment together with the parking period for which payment has been made; the parking place in which the vehicle has been left and the registration mark of the vehicle in respect of which the payment has been made.

“**vehicle**” means unless the context otherwise requires, means a vehicle of any description and includes a machine or implement of any kind drawn or propelled along roads whether or not by mechanical power;

“**motor car**”, “**motor cycle**” and “**invalid carriage**” have the same meaning as in Section 136 of the 1984 Act;

“**trailer**” means any apparatus drawn by a motor vehicle and for the purposes of this order shall include a boat;

“**heavy commercial vehicle**” has the same meaning as in Section 138 of the 1984 Act;

“**light commercial vehicle**” means any goods vehicle which has an operating weight which is not greater than 7.5 tonnes;

“**car derived van**” has the same meaning as in Schedule 6 Part IV of the 1984 Act;

“**articulated vehicle**”, “**bus**”, “**coach**”, “**dual purpose vehicle**”, “**heavy motor car**”, “**living van**” and “**motor caravan**” have the same meaning as in Regulation 3(2) of the Road Vehicles (Construction and Use) Regulations 1986;

“**goods vehicle**” means a vehicle constructed or adapted for the use for the conveyance of goods or burden of any description, but not including a dual purpose vehicle;

“**public service vehicle**” has the same meaning as in the Public Passenger Vehicles Act 1981;

“**caravan**” means any structure designed or adapted for human habitation which is capable of being moved from one place to another (whether by being towed, or by being transported on a motor vehicle or trailer;

- (ii) Any reference in this Order to any enactment shall be construed as a reference to that enactment as amended by any subsequent enactment.

4. Designation of Parking Places

Each area which is described in Schedule 1 to this Order and as shown on the Plans comprising Schedule 5 to this Order shall be a parking place for the purpose of this Order and may be used subject to the following provisions of this order as a parking place for such classes of vehicle, for such use, in such positions and on such days and during such hours and on payment of such charges as are specified in relation to that parking place and shall include variation thereto by virtue of a notice made pursuant to Section 35C of the 1984 Act.

5. Laying Out and Marking of Parking Places and Parking Bays

The limits of each parking place and the limits of every parking bay in that parking place shall be indicated in such a manner as the Council may determine by lines, studs or other indicators.

6. Vehicles which May Use Parking Places

Each parking place may be used, subject to the provision of this Order, for the leaving of such categories of vehicles as may be specified in Schedule 3 in relation to any particular parking place in Schedule 1 to this Order.

7. Restrictions of Use of Parking Places

Each parking place as specified in Schedule 1 is subject to the following restrictions at all times:

- (i) No person shall use any vehicle while it is in a parking place in connection with the sale of any article to any person in or near the parking place, or in connection with the selling or offering for sale his/her skill in handicraft, or his/her services in any other capacity other than with the written consent of the Council without prejudice to any planning, health or other statutory requirements and duties which may require to be met.
- (ii) No person shall carry on any business within the limits of the car park without the written consent of the Council.
- (iii) No person shall wash, clean or overhaul any vehicle or execute any mechanical or other alterations or repairs to the vehicle while it is in a parking place, except such repairs as may be essential for the purpose of enabling the vehicle to be towed or driven away from the parking place.
- (iv) No person shall use any part of a parking place or vehicle or trailer in it for residential or camping purposes.
- (v) No person shall wilfully remove or destroy any sign, marking, notice or notice board within the car park or any fastening or equipment used for the purpose of exhibiting or displaying such sign, marking notice or notice board.
- (vi) No person shall use any vehicle or trailer as sleeping accommodation while it is parked upon a parking place except where specifically authorised by the Council.
- (vii) No person shall light or cause to be lit any fire in the parking place
- (viii) No person shall use the parking place for the purposes of splitting loads or transferring plant between vehicles or loading or unloading goods in association with a commercial concern.
- (ix) No person shall use the parking place for the parking of trailers or caravans separately from their motor vehicles except where specifically authorised in Schedule 1.
- (x) No person shall erect or cause to be erected any tent, booth, stand, building or other structure without the written consent of the Council.
- (xi) Where, within a parking place, there is a sign or surface marking which indicates that a parking bay is available only for a vehicle displaying a disabled persons badge, the driver of a vehicle shall not permit it to wait in that parking bay unless it is a vehicle displaying a disabled persons badge issued by a local authority in exercise of its powers under Section 21(1) of the Chronically Sick and Disabled Persons Act

1970 and The Disabled Persons (Badges for Motor Vehicles) (Scotland) Regulations 2000 and is carrying the disabled person.

- (xii) Where, within a parking place, there is a sign or surface marking which indicates a taxi parking bay, the driver of a vehicle shall not permit it to wait in that parking bay unless it is a taxi.

Further, the parking of taxis in any parking bay, other than those marked as being for use by taxis, is hereby expressly prohibited, but any taxi driver who is not operating in the course of trade and who has removed all exterior markings indicating that the vehicle is a taxi, shall be entitled to park said vehicle in said other parking bays upon payment of the appropriate parking charge as referred to herein.

- (xiii) Where, at or near the entrance to a parking place or at a parking bay, there is a sign, symbol or surface marking which indicates that the parking place or bay is available only to vehicles either of a specified type or under a specified height, width, length or weight no person shall cause or permit to enter the parking place or park any vehicle in the bay which is either not of the specified type or exceeds that height, width, length or weight.
- (xiv) Where there is a sign, symbol or surface marking within a parking place listed in Schedule 1 of this Order which indicates that the parking place is available only to vehicles for a specified duration, no person shall cause or permit a vehicle to be left in a parking place for more than the maximum period specified in the said Schedule, except in the case of:-
 - a) taxis parking in accordance with the provisions of Article 7(xii) of this Order,
 - b) vehicles displaying a valid disabled persons badge, and
 - c) vehicles displaying a parking permit in accordance with Article 15 of this Order.
- (xv) Where, within a parking place, there is a sign or surface marking which indicates an electric vehicle charging bay, the driver of a vehicle shall not permit it to wait in that parking bay unless:
 - a) the vehicle is an electric vehicle, and
 - b) the vehicle is connected to the charging point and is being charged.

8. Amount of Charges at Parking Places

- (i) The charge for a vehicle left in any parking place listed in Schedule 1 of this Order shall be in accordance with the tariffs listed in Schedule 2 of this Order. Such a charge shall hereinafter be referred to as the "parking charge".

- (ii) Without prejudice to the foregoing generality the parking charge may be varied from time to time by virtue of a notice in accordance with “The Local Authorities’ Variation of Charges at Off-Street and Designated Parking Places (Notices Procedure) (Scotland) Regulations 1997”

9. Method of Payment of Parking Charge

In relation to any particular parking place the Council may from time to time determine the method of payment of the parking charge and such method of payment shall be in accordance with the provisions of Articles 10, 11 and 12 of this Order. The relevant charges are set out in Schedule 2 to this Order.

The parking ticket shall not be transferable from one vehicle to another or from one parking place to any other parking place.

10. Pay and Display

The parking charge as specified in Article 8 (i) shall where applicable be payable on the leaving of a permitted vehicle in the parking place during the operational hours by:

- (i) the payment at a parking ticket machine associated with the parking bay in which the vehicle is left by:-
 - a) cash payment, or
 - b) a credit card or debit card of a type accepted by the parking ticket machine, or
 - c) parking card or other method of payment adopted by the Council for the payment of parking charges,
- (ii) making a telephone phone payment.

In respect to Article 10(i), the parking ticket issued by the parking ticket machine shall then be displayed on the vehicle:

- a) in the case of a two wheeled motor cycle, in a conspicuous position on the vehicle in front of the driving seat, or
- b) in the case of all other vehicles, facing forwards on the near side of the glass of the windscreen behind the glass or on the dash board to the near side.

The parking ticket shall be so displayed on the vehicle that the time shown on the front is clearly visible to a person standing beside the vehicle.

In respect of Article 10(ii) an indication that payment has been made using the Telephone Payment Parking System for a vehicle left in a parking place and

the parking period for which payment has been made shall appear on a hand held device.

The parking time purchased using the Telephone Payment System shall not be transferable from one vehicle to another or from one parking place to any other parking place.

When a parking place listed in Schedule 1 to this Order specifies the tariff for that parking place as 'D' in accordance with the tariffs listed in Schedule 2 of this Order no parking ticket shall be issued for the displaying on a permitted vehicle left in the parking place.

11. Parking Permits

- (i) Parking permits are available from the Council, at the appropriate fee, for a vehicle of a specific class and for a specific parking place or for specific parking places subject to terms and conditions determined by the Council.
- (ii) The driver shall abide by the terms and conditions stipulated by the Council for the use of the parking permit as described on the conditions of use.
- (iii) A parking permit is only valid in the parking place or specific parking places in respect of which it was issued and up until the date of expiry shown on the parking permit/season ticket.
- (iv) A parking permit shall not guarantee the holder the use of a parking bay.

A parking permit remains the property of the Council and must be surrendered on request. In such instances, where a refund fee is deemed appropriate by the Council, this will be provided in accordance with the Council's policies.

12. Prepaid Parking Charge

Payment of the parking charge may be made by purchasing in advance a parking permit issued by the Council in connection with the parking places designated in Article 4 and Schedule 1 of this Order. A parking permit shall not guarantee the use of any parking bay within any of the said parking places.

13. Reserved Parking Bays

No person shall cause or permit a vehicle to be parked in any area marked as a reserved parking bay unless entitled to do so or unless there is on display in the relevant position in the vehicle a valid permit.

14. Withdrawal of Permit

The Council may, by notice in writing served on the permit holder at the address shown by that person on the application form for the permit, or at any other address believed to be that persons residence or place of business, withdraw a permit if it appears to the Council that any of the stipulated terms and conditions have been breached and the permit will immediately become invalid.

15. Display of Parking Permit

The driver of the vehicle shall display the parking permit in the relevant position on the vehicle in respect of which it was issued at all times during which the vehicle is parked in the parking place.

16. Replacement Parking Permits

Damaged or lost parking permits will be replaced on application to the Council and on payment of an administration fee agreed from time to time by the Council. The damaged or lost parking permit will then immediately become invalid.

17. Surrender of Parking Permit

The holder of an annual parking permit shall on surrendering the parking permit be entitled to a refund based upon the Council policy in place at that time.

18. Installation of Parking Ticket Machine

There shall be a parking ticket machine or machines in or in the vicinity of every parking place operated by the method described in Article 10 of this Order.

19. Indications by Parking Ticket Machine Tickets (Applicable in those parking places operated by the method detailed in Article 10 above)

- (i) Payment of the parking charge for a vehicle left in a parking place shall be indicated by the issue from a parking ticket machine associated with the parking place in which the vehicle was left, of a numbered ticket having a mark which enables the issuing parking ticket machine to be identified, indicating what charge has been paid and either:
 - a) the day and time of the payment, or
 - b) the day and time of expiry of the validity of the ticket

The ticket or prepaid season ticket shall be displayed on the vehicle in the manner specified in Article 10 of this Order.

- (ii) Where the ticket indicates the day and time of expiry of the ticket, the expiry of the period for which the parking charge has been paid shall

be indicated when the time shown on the clock on the said parking ticket machine is later than the time shown on the ticket.

- (iii) Where the ticket indicates the day and time of payment, the expiry of the period for which the parking charge has been paid shall be indicated when the time shown on the clock on the said parking ticket machine is later having regard to the time shown on the ticket, than the expiry of the period authorised for parking.

20. Exemptions

- (i) Any vehicle which displays in the relevant position a disabled persons badge issued by a local authority in exercise of its powers under Section 21(1) of the Chronically Sick and Disabled Persons Act 1970 and The Disabled Persons (Badges for Motor Vehicles) (Scotland) Regulations 2000 and is left in a parking place, shall be exempt from any such charges specified in this Order.
- (ii) Without prejudice to the generality of paragraph (i) of this Article, a vehicle to which paragraphs (i) and (ii) applies shall stand in the parking place in accordance with the provisions of Article 21 of this Order.
- (iii) No parking charge shall be payable in respect of the leaving of a solo motor cycle or pedal cycle in any part of a parking place at which the Council has placed a sign or signs, indicating that part of the parking place is for the use of the said cycles.

21. Manner of Standing in Parking Places

Each vehicle left in a parking place shall so stand that every part of the vehicle is within the limits of a parking bay, provided that, in the case of any parking place where the length of any vehicle precludes it from standing wholly within the limits of a parking bay, that vehicle shall so stand in the parking bay and that such portion as is beyond the limits of the parking bay shall not constitute a danger or obstruction to other users in the parking place.

22. Contravention in Parking Place

- (i) If a vehicle is left in a parking place referred to in Schedule 1 at any time without complying with the provisions and requirements of this Order, then a contravention shall have occurred and a penalty charge shall be payable. A penalty charge notice may then be issued by a parking attendant.
- (ii) Where a vehicle remains in a position so as to attract a penalty charge notice, a further penalty charge notice may be issued on each calendar day thereafter.

23. Alteration of Position of Vehicle in Parking Places

Where any vehicle is standing in a parking place in contravention of the provision of Article 21 of this Order, a parking attendant or any other person authorised by the Council may alter or cause to be altered the position of the vehicle in order that its position shall comply with those provisions and may recover any expenses associated with this alteration.

24. Removal of Vehicles from Parking Places

Where a parking attendant or any other person authorised by the Council is of the opinion that any of the provisions contained in Articles 6,7,11,12,13,14,15,21 and 26(iii) of this Order have been contravened or not complied with in respect of a vehicle left in a parking place or if a penalty charge has been incurred, he may remove or cause to be removed the vehicle from the parking place, and where it is so removed, shall provide for the safe custody of the vehicle. The Council may then recover all expenses associated with the removal and may retain possession of the vehicle until all monies due to the Council in respect of the vehicle have been duly paid (as determined by Section 102 of the 1984 Act).

25. Movement of Vehicles

A parking attendant or any person authorised by the Council may in the case of an emergency, move or cause to be moved, vehicles left in a parking place to any place he thinks fit.

26. Power to Suspend or Re-designate Parking Places

- (i) Any person duly authorised by the Council may suspend or re-designate the use of a parking place or any part thereof whenever such suspension or re-designation is considered reasonably necessary.
- (ii) On any suspension or re-designation of a parking bay in a parking place in accordance with the provisions of the preceding paragraph, any person duly authorised by the Council, may use suitable means to indicate that the use of the parking bay or parking place is suspended or re-designated.
- (iii) No person shall cause or permit to cause any vehicle to wait in any part of a parking place which has been suspended or re-designated in accordance with the provisions of this Article, except with the permission of a person authorised by the Council.

27. Power to Dispose of Abandoned Vehicles

- (i) The Council may, in respect of a vehicle which has been removed from a parking place in pursuance of Article 24 of this Order, if it appears to them to have been abandoned, sell or otherwise dispose of the vehicle

after having made reasonable enquiry with the DVLA to ascertain the name and address of the owner of the vehicle.

- (ii) The Council shall be deemed not to have made reasonable enquiry to ascertain the name and address of the owner of any vehicle to which this Article applies unless they have taken, in relation to that vehicle, such steps as or may be prescribed by Sections 11 to 16 of the Removal and Disposal of Vehicle Regulations, by any sub-section of Section 3 or 4 or 5 of the Refuse Disposal (Amenity) Act, 1978 and Section 101 or 102 of the 1984 Act.

28. Responsibility of Driver

The person who was driving the vehicle at the time when it was left in the parking place shall be responsible for complying with the provisions of Articles 6,7,10 11,12,13,14,15,20 and 21 of this Order and unless otherwise proved to the contrary, the registered keeper of the vehicle shall be deemed to be the driver of that vehicle.

29. Responsibility of Registered Keeper

The responsibility for payment of any parking charge and any Penalty Charge Notice (PCN) rests with the Registered Keeper of the vehicle as recorded at the Driver and Vehicle Licensing Agency (DVLA). If the keeper was not the driver at the time of the offence it remains her/his responsibility to pay the PCN and any recompense from the driver should be obtained by the keep

30. Disclaimer

The Council shall not be held liable for any damage to, loss of, or theft of/or from any vehicle in any parking place. For the avoidance of doubt, any person using the parking places specified in Schedule 1 to this Order do so at their own risk.

31. Orders to be Revoked or Amended

The Orders specified in Column 1 of Schedule 4 are hereby revoked or amended as specified within Column 2 of the said Schedule.

Sealed with the Common Seal of Argyll and Bute Council and subscribed for them and on their behalf by Charles Reppke, Head of Governance and Law at Lochgilphead on _____.

Signed.....

Date.....

**Schedule 1
Parking Places**

Plan Reference No.	Location	Parking Place Name	Category/Class of Vehicles Permitted	Tariff	Charging Months, Days and Hours
C.P.1	Inveraray	Front Street/Coffee House	1,2,3	A	1 January to 31 December Monday to Sunday 9am to 6pm
C.P.2	Inveraray	A83, Opposite Semples Garage	1,2,3	A	1 January to 31 December Monday to Sunday 9am to 6pm
C.P.3	Inveraray	The Avenue	1,2,3,9	B	1 January to 31 December Monday to Sunday 9am to 6pm

**Schedule 2
Tariffs**

Tariff	Charges	Season Tickets/Permits
A	15 minutes – 30 pence 30 minutes – 50 pence 45 minutes – 80 pence 60 minutes – £1.00 £1.00 per hour thereafter or part thereof Charges for single bay occupancy	Quarterly - £135 6 monthly - £250 9 monthly - £360 Annual - £475
B	60 minutes – £1.00 £1.00 per hour thereafter Charges for single bay occupancy	Quarterly - £135 6 monthly - £250 9 monthly - £360 Annual - £475
C	No Charge (within standard bays)	N/A

Schedule 3

Categories of Vehicles

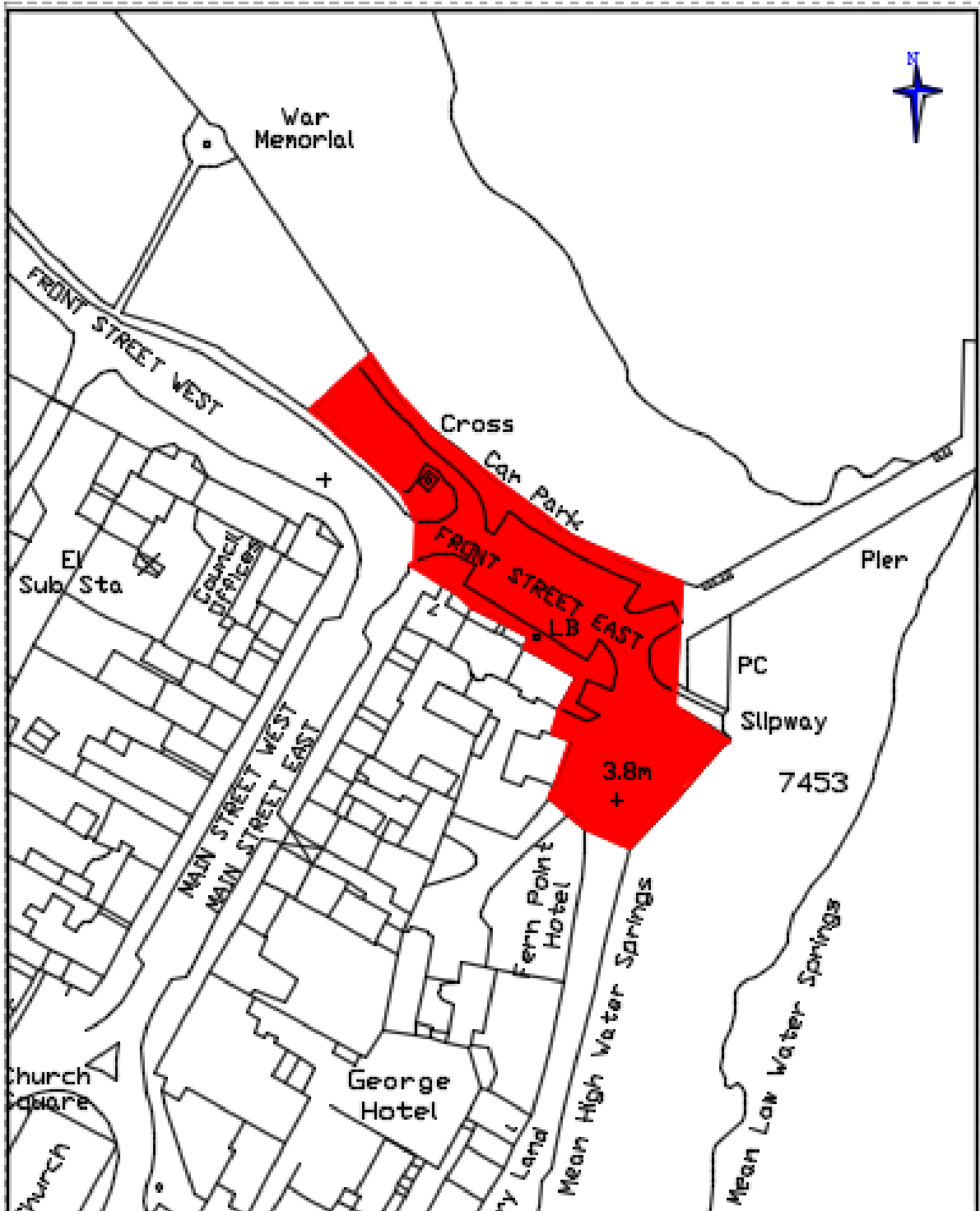
Category Number	Vehicle Type
1	Motor Car Car-derived van Dual Purpose Vehicle
2	Motor Cycle
3	Invalid Carriage
4	Light commercial vehicle
5	Heavy commercial vehicle
6	Articulated Vehicle
7	Trailer (with towing car)
8	Caravan (with towing car) Living Van
9	Motor Caravan
10	Bus
11	Coach

Schedule 4
Orders to be revoked

Name of Order	Extent of Revocation
The Argyll and Bute Council (Off Street Parking Places and Charges)(Inveraray) Order 1999	The Entire Order
The Argyll and Bute Council (Off Street Parking Places and Charges)(Inveraray) (Amendment) Order 2005	The Entire Order
The Argyll and Bute Council (Off Street Parking Places and Charges)(Inveraray, Luss and Mull)Amendment) Order 2004	The reference in the Schedule to Inveraray on page 2.

DRAFT

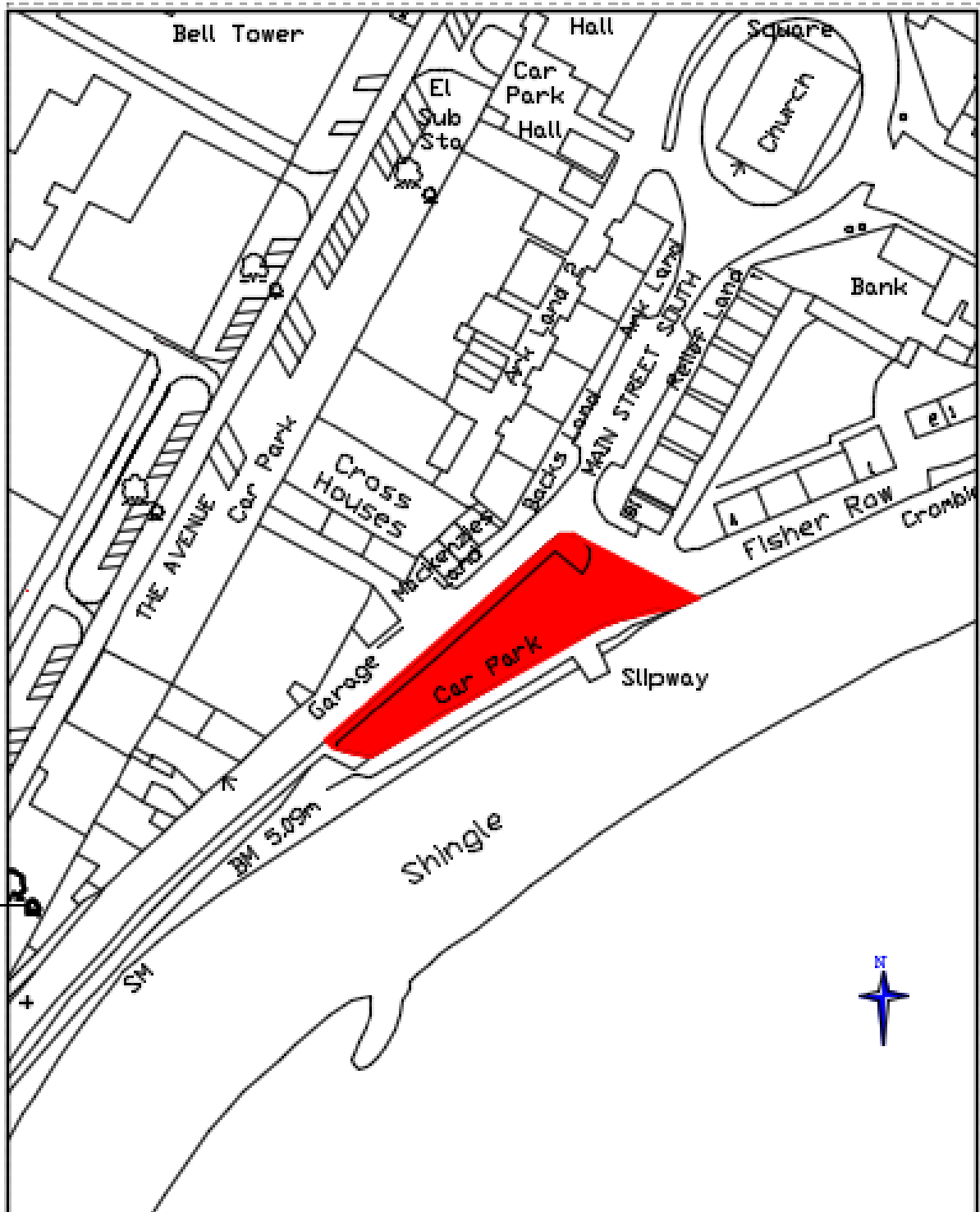
Schedule 5
Plans



TITLE Argyll and Bute Council (Off Street Car Parks) (Inveraray) Order 201_ Plan Reference No. C.P.1	EXECUTIVE DIRECTOR FINANCIAL DEVELOPMENT & INFRASTRUCTURE
	DRAWING NUMBER: T377
ISSUING OFFICE: ROADS & AMENITY SERVICES 1A, MANSE BRAE, LOCHGILHEAD, ARGYLL, PA31 8RD	SCALE: N.T.S
	DATE: May 2016



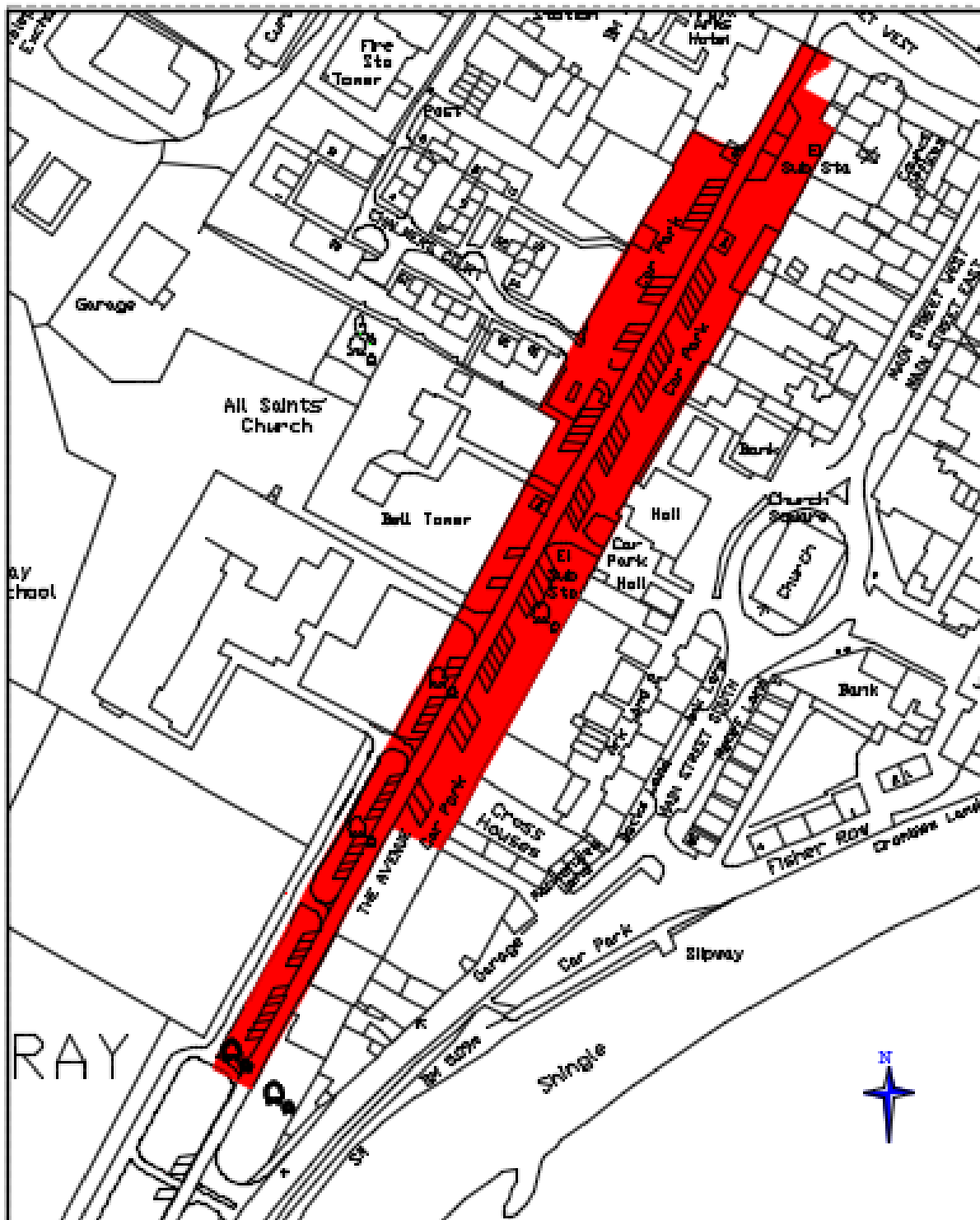
Schedule 5 (Continued)
Plans



TITLE Argyll and Bute Council (Off Street Car Parks) (Inveraray) Order 201_	EXECUTIVE DIRECTOR, PIPPA MILNE DEVELOPMENT & INFRASTRUCTURE
	DRAWING NUMBER T378
Plan Reference No. C.P.2	SCALE N.T.S.
ISSUING OFFICE- ROADS & AMENITY SERVICES 1A, MANSE BRAE, LOCHGILFHEAD, ARGYLL, PA31 8RD	DATE May 2016



Schedule 5 (Continued)
Plans



TITLE Argyll and Bute Council (Off Street Car Parks) (Inveraray) Order 201 _ Plan Reference No. C.P.3	EXECUTIVE DIRECTOR PIPPA MILNE DEVELOPMENT & INFRASTRUCTURE
	DRAWING NUMBER T379
ISSUING OFFICE:- ROADS & AMENITY SERVICES 1A MANSE BRAE, LOCHGILPHEAD, ARGYLL, PA31 8RD	SCALE N.T.S
	DATE May 2016



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ARGYLL AND BUTE COUNCIL

MID ARGYLL, KINTYRE AND THE
ISLANDS AREA COMMITTEE

DEVELOPMENT AND
INFRASTRUCTURE SERVICES

07 December 2016

**CAMPBELTOWN TOWNSCAPE HERITAGE INITIATIVE – END OF PROJECT
REPORT**

1.0 EXECUTIVE SUMMARY

The purpose of this report is to provide members with a review of the Campbeltown Townscape Heritage Initiative (THI). The project was completed on the 30th June 2016 within budget and with all outputs met. All funding has been secured from the Heritage Lottery Fund and other funding partners.

The main aim of the THI was to provide a sustainable economic future for Campbeltown, recognising the value of its built heritage whilst making it a better place to live, work and visit.

The THI has proven to be a hugely successful heritage led regeneration project, which has significantly improved the appearance of Campbeltown town centre whilst enhancing the conservation area. A total of 31 grants were offered totaling £1.4million. This generated over £7million of work to over 20 buildings and has led to the successful award of funding from Historic Environment Scotland for a second Conservation Area Regeneration Scheme (CARS) for Campbeltown.

1.1 RECOMMENDATION

It is recommended that the Mid Argyll, Kintyre and the Islands Area Committee note the content of the report.

ARGYLL AND BUTE COUNCIL

MID ARGYLL, KINTYRE AND THE
ISLANDS AREA COMMITTEE

DEVELOPMENT AND
INFRASTRUCTURE SERVICES

07 December 2016

**CAMPBELTOWN TOWNSCAPE HERITAGE INITIATIVE – END OF PROJECT
REPORT**

2.0 INTRODUCTION

- 2.1 The purpose of this report is to provide members with a review of the Campbeltown Townscape Heritage Initiative (THI). The project ended on the 30th June 2016.
- 2.2 Campbeltown THI was delivered within budget and with all outputs met. All funding has been secured from the Heritage Lottery Fund and other funding partners.

3.0 RECOMMENDATIONS

- 3.1 That the Mid Argyll, Kintyre and the Islands Area Committee note the content of the report.

4.0 DETAIL

- 4.1 The purpose of the THI was to bring about regeneration of the historic town centre of Campbeltown through investment in the heritage assets within the area coupled with complementary initiatives to support existing uses, create new uses and promote a framework of business and training structures to secure a sustainable, thriving, long term future for the town centre. The main aim was to provide a sustainable economic future for Campbeltown, recognising the value of its built heritage whilst making it a better place to live, work and visit. The provision of a dedicated project officer and support staff has been critical to the successful delivery of the THI.
- 4.2 Campbeltown Townscape Heritage Initiative (THI) has proven to be a hugely successful heritage led regeneration project, which has significantly improved the appearance of the built fabric of the centre of Campbeltown whilst enhancing the conservation area. The THI incorporated the Campbeltown Conservation Area Regeneration Scheme (CARS) Round 1 budget (minus the CARS funding that had already been committed). A total of 31 grants were offered totalling £1.4million. This generated over £7million of work to over 20 buildings and has led to the successful award of funding from Historic Environment Scotland (HES) for a second CARS for Campbeltown town centre.

- 4.3 The main funding partnership included the Heritage Lottery Fund (HLF), Argyll and Bute Council including CHORD, Historic Environment Scotland (HES), Argyll and the Islands LEADER and Highlands and Islands Enterprise. In addition to this building owners contributed towards the cost of repairs to their properties.
- 4.4 Two key buildings and five target buildings were completed. Notable achievements include; the repair and conservation of Campbeltown Town Hall; over 2,000 square metres of vacant floorspace being brought back into sustainable use, the Old Schoolhouse that now provides backpacker accommodation and two derelict tenement buildings were refurbished providing 8 quality one bedroom flats and 3 commercial units (including 50-52 Main Street/2 Cross Street that was saved from demolition); the re-opening of the Royal Hotel providing four star accommodation and a number of shopfront improvements have enhanced the historic town centre. On the back of the THI a number of new businesses have opened and jobs have been created.
- 4.6 Some of the key statistics include:
- 31 grants offered totalling £1.4million;
 - £7 million being spent on town centre buildings;
 - over 2,000 square metres of vacant floorspace brought back into use;
 - 17 shopfronts refurbished;
 - 40 local contractors involved over in the work;
 - 300 people benefited from training; and
 - over 1000 people engaged with.
- 4.7 The THI has generated many wider benefits, from historic walking tours to the promotion of building maintenance and repair. The following pieces of work and wider benefits have been delivered:
- Publication of the Campbeltown Tenement Maintenance Guide to encourage tenement owners to work together to safeguard the future of their properties;
 - Through partnership working with Housing Services, the council has helped form 24 Owners Associations. Each group is now taking an active interest in maintaining and repairing their buildings;
 - Fourteen traditional skills training courses were delivered in Campbeltown to local contractors and building professionals;
 - Through the delivery of events and training courses for all ages including local school children we have increased the communities awareness of its heritage and the role they have to play in safeguarding it for future generations;
 - Facilitation of the Campbeltown Heritage Trail Group. The volunteer group delivers free historic and architectural walking tours during the summer months. Since 2010 over 600 people have participated;
 - The Picture House – The THI Project Officer has assisted members of the Campbeltown Community Business Board with the Picture House project, offering advice and guidance on the development and delivery of heritage led regeneration projects.

- Future Jobs Fund – During 2010 and 2011 the THI secured funding to employ 4 Future Jobs Fund employees on six month contracts including a town centre handyman and an Administration Assistant;
- CARS Round 6 – In early 2015 the council secured funding from Historic Environment Scotland for another CARS that will run until 2020. The £2.2million scheme aims to build on the success of the THI, concentrating on prominent tenements in and around Main Street.

4.8 The THI has secured a number of awards including:

- Surf Town Centre Regeneration Awards 2013 (runner up).
- Scottish Empty Homes Champion of the Year Award 2014 for 13-15 Kirk Street.
- Council Employee Excellence and Recognition Awards 2015 – Strong and Sustainable Communities.
- Campbeltown Town Hall secured the ‘Judges Award’ at the Herald Property Awards 2016.
- Scottish Empty Homes Champion of the Year Awards 2016; 50-52 Main Street/2 Kirk Street secured the ‘Outstanding Project’ award.
- Council Employee Excellence and Recognition Awards 2016 – THI Project Officer James Lafferty received 3 awards; Employee of the Year, Outstanding Achievement and the Chief Executives Award.

5.0 CONCLUSION

5.1 Campbeltown THI has proved to be a hugely successful heritage led regeneration project that has played a key role in enhancing the built fabric and appearance of Campbeltown town centre whilst enhancing the conservation area. It has provided further evidence that long term commitment to town centre regeneration projects can yield major improvements in the infrastructure and fabric of our towns providing attractive and vibrant town centers for businesses, residents and businesses, assisting the local economy and improving the quality of life for our local communities and visitors.

6.0 IMPLICATIONS

6.1 **Policy** – key objectives of the Local Outcomes Improvement Plan and Economic Development Plan supporting town centre regeneration have been met.

6.2 **Financial** – The THI was completed as per the agreed budget:

Cost Heading	Agreed costs	Final costs
Building Repairs	£504,512	£504,512
Restoring Architectural Detail	£52,488	£52,488
Bringing Empty Historic Floor-space into use	£815,738	£815,738
Staff Costs & Overheads	£232,043	£232,043
Complementary Initiatives	£59,290	£59,290

Total costs	£1,664,071	£1,664,071
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- 6.3 **Legal** – The Legal Services Section provided advice and support at different stages of the project including; the preparation of THI third party grant contracts, standard security arrangements for large grants, asset transfer of Campbeltown Town Hall and the back to back legal agreement for 50-52 Main Street/2 Cross Street. Without this support it would not have been possible to deliver some of these projects.
- 6.4 **HR** – none
- 6.5 **Equalities** – none
- 6.6 **Risk** – There are no risks outstanding. During the delivery phase risks were managed in accordance with both Heritage Lottery Fund reporting requirements and CHORD reporting requirements.
- 6.7 **Customer Service** – The Council has been successful in delivering due diligence in the administration of THI grants funding and in providing the public with information on all aspects of the project.

Executive Director of Development and Infrastructure Services: Pippa Milne

Policy Lead for Economic Development: Aileen Morton

For further information contact: James Lafferty, Campbeltown CARS Project Officer (01586 559048, james.lafferty@argyll-bute.gov.uk)

9 October 2016

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ARGYLL AND BUTE COUNCIL

MID ARGYLL, KINTYRE
AND THE ISLANDS AREA COMMITTEE
7 DECEMBER 2016

CUSTOMER SERVICES
DEVELOPMENT AND INFRASTRUCTURE

THIRD SECTOR ASSET TRANSFER – CAR PARK AND PUBLIC CONVENIENCES,
CARRADALE HARBOUR

1.0 EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to advise the Committee of an unsolicited enquiry from Network Carradale Limited to take on a lease of the car park, an area of foreshore and the public conveniences at Carradale Harbour.

- 1.1 The car park and public conveniences are owned by the Council and held by Development and Infrastructure Services and operated by Roads and Amenity Services.

RECOMMENDATION

- 1.3 That the Committee agrees to recommend to the Council that the car park, area of foreshore and public conveniences at Carradale Harbour are leased to Network Carradale Limited on the basis of a 25 year lease at a rental of £100 per annum.

- 1.4 Delegates to the Executive Director, Customer Services, authority to agree the terms of the lease to the Third Sector.

ARGYLL AND BUTE COUNCIL

MID ARGYLL, KINTYRE
AND THE ISLANDS AREA COMMITTEE
7 DECEMBER 2016

CUSTOMER SERVICES
DEVELOPMENT AND INFRASTRUCTURE

**THIRD SECTOR ASSET TRANSFER – CAR PARK, SLIP AND PUBLIC CONVENIENCES,
CARRADALE HARBOUR**

2. INTRODUCTION

2.1 The purpose of this report is to advise the Committee of an unsolicited enquiry from Network Carradale Limited to take on a lease of the car park, public conveniences and area of foreshore at Carradale Harbour.

3. RECOMMENDATIONS

3.1 That the Committee

3.1.1 That the Committee agrees to recommend to the Council that the car park, area of foreshore and public conveniences at Carradale Harbour are leased to Network Carradale Limited on the basis of a 25 year lease at a rental of £100 per annum.

3.1.2 Delegates to the Executive Director, Customer Services, authority to agree the terms of the lease to the Third Sector.

4. DETAIL

4.1 Network Carradale Ltd has requested the acquisition by means of a long lease of the car park, an area of foreshore and the public conveniences at Carradale Harbour, all as shown by the two areas bounded red on the attached plan at Appendix one hereto. The site is owned by the Council and is held by Development and Infrastructure Services under Roads and Amenity Services.

4.2 The car park and public conveniences are fully operational and it would be a condition of any lease that these facilities remain available to the public. A Council employee currently carries out cleaning duties at the PCs and there may be a possible TUPE issue for Development and Infrastructure if alternative arrangements for the employee cannot be made.

4.3 In accordance with the Council's Third Sector Asset Transfer Policy, Development and Infrastructure Services were consulted in respect of the

request from Network Carradale Ltd and it was agreed, in principle, that the asset requested could be made available for transfer to the third sector.

- 4.4 The site has been assessed by the District Valuer as having a market rental value of £750 per annum.
- 4.5 A Business Case in respect of the disposal of the asset has been prepared by Roads and Amenity Services, a copy of which is attached for Members information at Appendix Two hereto.
- 4.6 As a result of this Business Case, it has been determined that the assets should be made available for disposal by means of a 25 year lease to the Third Sector at a discounted rental of £100 per annum. In determining this price, Roads and Amenity Services have taken in to account savings in relation to the on-going cost of maintenance and staffing for the facilities. An allowance has also been made to take account of the cost of advertising should this have been a disposal of an asset on the open market.
- 4.7 The proposal meets with the Council's objectives of the third sector asset transfer policy as it will allow the local community to secure a sustainable long term use of these facilities for the wider benefit of the area, enhancing their use and long term availability to the wider community. In addition community groups will be better placed to access funding to secure the long term future of these asset and at the same time enhancing the offering to the community and visitors alike. The proposal also fits with the wider masterplan developed for the area by the community the objective of which is to secure economic regeneration. These assets play a key role in this regeneration.
- 4.8 Should members be agreeable to the site being leased to the Network Carradale Limited on the basis of a 25 year lease at a rental of £100 per annum, then the matter will require to be referred to the Council for their agreement as the transfer is at less than market value.
- 4.9 The Council requires to comply with the requirements of the Disposal of Land by Local Authorities (Scotland) Regulations 2010 and the related Scottish Government Guidance. The regulations require that local authorities, before deciding in favour of a disposal at less than best consideration, appraise and compare the costs and other disbenefits and benefits of the proposal . In relation to the specific requirement of the Council's decision Regulation 4 of the 2010 Regulations provides as follows:

4.-(1) The circumstances in which a local authority may dispose of land for a consideration less than the best that can reasonably be obtained are that –

(a) the local authority is satisfied that the disposal for that consideration is reasonable, and

(b) the disposal is likely to contribute to any of the purposes set out in paragraph (2), in respect of the whole or part of the area of the local authority or any persons resident or present in its area.

- (2) Those purposes are the promotion or improvement of –
- (a) economic development or regeneration;
 - (b) health;
 - (c) social well-being; or
 - (d) environmental well-being.

The required evaluation has been undertaken by the Council's Economic Development Services in terms of the business case referred. They have concluded that the disposal is: reasonable; and likely to contribute to economic development and regeneration in accordance with the business case referred to.

- 4.10 Members should note that Network Carradale Ltd already holds a lease of the hatched area shown in the attached plan at Appendix One hereto, granted by the Council in 2014, upon which they have constructed a publicly accessible slipway. This lease will terminate without payment of compensation in the event that the assets highlighted in this report are transferred to a Third Sector Organisation following advertisement.

CONCLUSION

- 5.1 Given that the subjects have been declared Development and Infrastructure Services as being available for transfer to the third sector it is recommended that the Committee agree to recommend to the Council that car park, area of foreshore and public conveniences at Carradale Harbour are leased to Network Carradale Limited on the basis of a 25 year lease at a rental of £100 per annum.
- 5.2 Delegates to the Executive Director, Customer Services, authority to agree the terms of the lease to the Third Sector.

6. IMPLICATIONS

- 6.1 The implications for the Oban Lorn and Isles Committee are as outlined in the table below.

Table 6.1: Implications for the Mid Argyll, Kintyre and the Islands Area Committee	
Policy	None
Financial	Potential rental income of £100 per annum and annual savings in operational and running costs of £6,800 for the car park and toilets.
Legal	Disposal by long lease would be in accordance with the

	Council's Third Sector Asset Transfer Policy. The Disposal of Land by Local Authorities (Scotland) Regulations 2010.
HR	Possible TUPE issue for D&I if alternative arrangements for the employee cannot be made
Equalities	None
Risk	None
Customer Service	None

Douglas Hendry - Executive Director of Customer Services

Pippa Milne – Executive Director of Development and Infrastructure

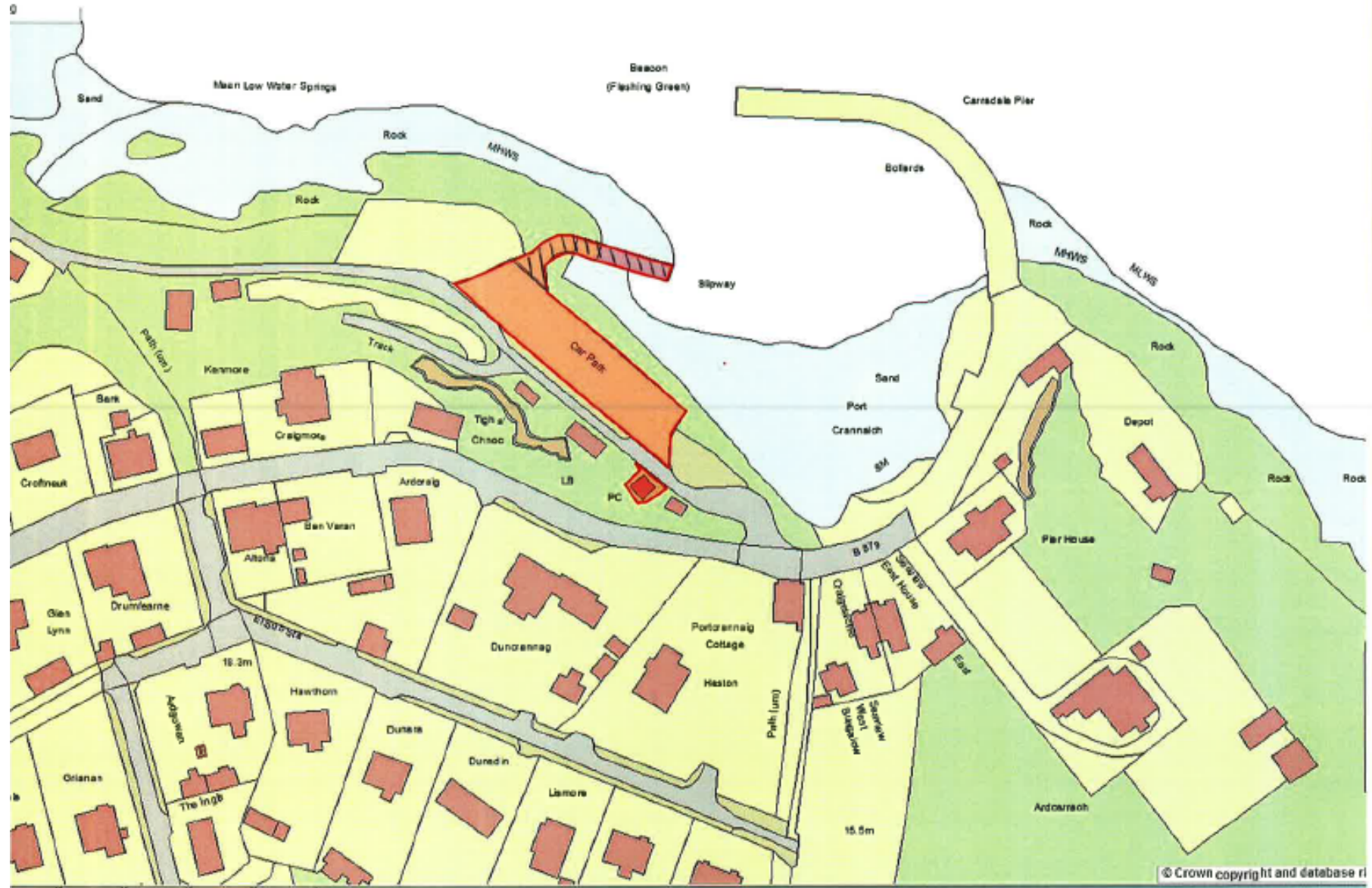
15 November 2016

For further information contact:

Jennifer Crawford, Estates Surveyor, tel: 01436 658954

David Rennie, Social Enterprise Development Officer, tel: 01700 501371

Appendix 1



ARGYLL & BUTE COUNCIL

FULL BUSINESS CASE APPRAISAL WEIGHTING AND SCORING MATRIX

DEPARTMENT

Community Services and D & I

SERVICE

Community & Culture and Roads & Amenity Services

PROJECT

Toilet Block and Car Park at Carradale Harbour

Assessment	Features of Strong Projects	Features of Weak Projects	Issues to Consider	Score	Weight	Weighted Score
Impact: The project will make explicit contributions to the Council's plans and strategies and will ensure compliance with external requirements				Max. 10 Min. 0		
Impact on Corporate Plan	Clear links to corporate plan that demonstrate how the project will contribute to strategic objectives.	Links are not clear and the relationship to strategic objectives is vague.	To encourage active and caring communities. To encourage a growing sustainable economy in Argyll & bute. Etc.	9	3.000	27.00
Impact on Service Plans	Clear links to service plans that demonstrate how the project will contribute to service priorities.	Links are not clear and the relationship to service priorities is vague.	What service priorities does this impact on? e.g. Streetscene; performance culture; recycling.etc.	5	0.400	2.00
Impact on Area Plans	Clear links to area plans that demonstrate how the project will contribute to area priorities.	Links are not clear and the relationship to area priorities is vague.	What Area priorities does this affect? e.g. Rothesay waterfront/centre; Helensburgh town centre; Jura transport initiative; Dunoon marine gateway; Oban action plan; etc.	9	0.400	3.60
Impact on Corporate Strategies	Clear links to identified corporate strategies that demonstrate how the project contributes to these.	Links are not clear and the contribution of the project is vague.	Consider relationship with:- Asset Management Strategy; ICT Strategy; Customer First Strategy; Transport Strategy; Any other overarching Council strategy.	9	0.400	3.60
Impact on Carbon Management Plan	Clear links to identified Carbon Management Plan that demonstrate how the project contributes to the Plan.	Links are not clear and the contribution of the project is vague.	Identifies improvements to assist in the achievement of Corporate targets to reduce carbon footprint	9	0.400	3.60
Impact on Compliance with Legal and National Priorities.	Compliance and national priorities clearly identified and the relationship of the project clearly demonstrated.	Vague reference to compliance issues and national priorities without specific identification of relationships.	Sustainability; Equality; Health & Safety; Environmental etc.	9	0.400	3.60
Affordability: The project is an acceptable and prudent financial investment for the Council and the Council can sustain the ongoing running costs.						
Capital costs are affordable	Net capital costs are low.	Net capital costs are high.	Points awarded on scale basis: Net cost less than £100k = 10 pts £100k to £250k = 9 points; £251k to £500k = 8 points ; £501k to £750k = 7 points ; £751k to £1m = 6 points; £1 to £1.5m = 5pts; £1.5m to £2m = 4pts; £2m to £2.5m = 3pts; £2.5m to £5m = 2pts; £5m to £10m = 1pt; Over £10m. = 0 pts.	10	1.00	10.00
Ongoing revenue costs are affordable	Net revenue costs are low	Net revenue costs are high.	No impact on revenue costs equals 5 points. Increase by 1 point for every 10% decrease in revenue costs. Decrease by 1 point for every 10% increase in revenue cost.	10	1.00	10.00
External funding leveraged by the project	Significant external funding levered in	No external funding levered in.	No external funding equals 0 points. Increase of 1 point for each 10% of external funding i.e.41-50% of external funding equals 5 points.	0	0.50	0.00
Deliverability: The project can be delivered successfully.						
Timescales for delivery	The timescale for delivery is clearly stated and is acceptable.	The timescale for delivery is not clearly stated or is unacceptable.	Land acquisition; planning permission; environmental issues; level of staff input; tendering requirements.	8	0.42	3.36
Management arrangements to deliver project	The management arrangements for the project are clearly stated and are acceptable.	The management arrangements for the project are not clearly stated or are unacceptable.	Project Manager and Project Team identified and named. Extent of discussions with all parties involved	8	0.42	3.36
Residual/knock on consequences	The residual or knock on consequences of the project are clearly stated and are acceptable.	The residual or knock on consequences of the project are not clearly stated or are unacceptable.	Is the project self contained to one service? Have impacts on other services been identified and discussed?	7	0.41	2.87

Risk: Progressing the project does not expose the Council to unacceptable risk.						
What are impact risks	The risks of not making the intended impact as outlined above have been identified and are assessed as limited.	The risks of not making the intended impact as outlined above have not been identified or are assessed as significant.	What risks have been identified? How has this been carried out - is it a robust process? Are the risks significant or unpredictable?	9	0.25	2.25
What are delivery risks	The timescale, management arrangements and residual or knock on consequences have been robustly constructed and the related risks are clearly identified and are limited.	The timescale, management arrangements and residual or knock on consequences have only been compiled on a vague basis or not clearly identified or there are significant or unpredictable risks.	What risks have been identified? How has this been carried out - is it a robust process? Are the risks significant or unpredictable?	9	0.25	2.25
What are affordability risks	Robust estimates of capital and revenue cost have been made and external funding is secured. Risks have been clearly identified and assessed.	Only preliminary estimates of capital and revenue cost have been made and external funding is anticipated rather than secured. No clear assessment has been made of the financial impact of risks.	What risks have been identified? How has this been carried out - is it a robust process? Are the risks significant or unpredictable?	10	0.25	2.50
Risk Management arrangements	Robust strategies and arrangements to identify, manage and control risk developed.	No clear arrangements to manage risk	Has the approach to risk management been documented? Does it appear robust?	9	0.25	2.25
What are the risks of not proceeding with the project.	An assessment of these has been made and evidenced and there is significant risk of not proceeding with the project.	No assessment made or only vague references or limited risk of not proceeding with the project.	Have the risks been specified? What process has been used to identify them? Has this risk been assessed robustly?	8	0.25	2.00
Total Score (Maximum=100)						84.24

ARGYLL & BUTE COUNCIL

ASSET MANAGEMENT STRATEGIC BOARD

FULL BUSINESS CASE RATING

PROJECT Toilet Block and Car Park at Carradale Harbour

			Matrix Score
1	Executive Summary	Brief statement of what is proposed.	N/A
2	Impact on Council Plans	Corporate Plan	43.40
		Service plans	
		Area Plans	
		Corporate Strategies	
		Carbon Management Plan	
		Compliance with National and Legal Priorities.	
3	Affordability		
		Capital Costs	20.00
		Ongoing Revenue Costs	
		External Funding	
4	Deliverability		
		Timescales for deliverability	9.59
		Management arrangements to deliver project	
		Residual/knock on consequences	
5	Risk		
		Impact risks	11.25
		Delivery risks	
		Affordability risks	
		Risk Management arrangements	
		Risk of not proceeding with project	
Total Matrix Score			84.24
Rating			

Calculation of Rating:

- 4 = matrix score of 80-100%
- 3 = matrix score of 70-79%
- 2 = matrix score of 60-69%
- 1 = matrix score of less than 60%

Comments

Add any comments on the rating of the project.

Prepared by: Peter Cupples

Reviewed by:

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Appendix Two

ARGYLL & BUTE COUNCIL

OUTLINE BUSINESS CASE FOR SERVICE DEVELOPMENT PROJECTS

DEPARTMENT Community Services and D & I SERVICE Community & Culture and
Roads & Amenity Services

Asset Group: _____

Project Name: **Toilet Block and Car Park at Carradale Harbour**

1. Executive Summary:

Introduction and context including description of problem/challenge/business requirement; description of do nothing option and why it is not acceptable; description of do minimum option; and description of preferred option if this is not do minimum.

Request by Carradale Harbour Group for a long term lease under the Third Sector Asset Transfer Process of the toilet block and car park (excluding the net storage area) in order that the Group can improve the access to the harbour and develop new facilities for visitors, enhance the tourism experience and indirectly improve the local economy.

The do nothing option would see the toilets remain open requiring the Council to pay an annual grounds maintenance costs on going refurbishment costs and staffing costs in relation to cleaning. An opportunity would be missed to potentially upgrade the facilities for visitors, improve the aesthetics of the area, promote tourism , assist to improve the local economy and eliminate the Council's expenditure on maintenance .

The transfer option would be to commit a long term lease of the public conveniences and car park to the Carradale Harbour Group or such other third sector group as may wish to develop the toilets and car park which can present an acceptable business case. The lease would enable the Group to undertake a development plan for the toilets and car park thereby improve the aesthetics of the area. Thereafter the Group would continue to develop the harbour area for visitors and fishermen thereby improving the tourism experience and indirectly assisting to improve the local economy. The Council would save the staffing and grounds maintenance costs.

ARGYLL & BUTE COUNCIL

OUTLINE BUSINESS CASE FOR SERVICE DEVELOPMENT PROJECTS

DEPARTMENT Community Services and D & I **SERVICE** Community & Culture and Roads & Amenity Services

Asset Group: _____

Project Name: **Toilet Block and Car Park at Carradale Harbour**

2. Impact on Council Plans:

This section should demonstrate links to Council's Corporate Plan; the Service Plan; Area Plans; Corporate Strategies; and compliance with legal and national priorities.

Corporate Plan 2013-2017 - The proposed long term lease of the public conveniences and car park contributes to the outcomes of the Corporate Plan through;

Corporate Objective 2 - Working together to realise the potential of our communities.

Corporate Objective 3 - Working together to realise the potential of our area.

Community Plan and Single Outcome Agreement - The proposed long term lease of the public conveniences and car park would contribute to the outcomes of the Community Plan and Single Outcome Agreement through;

Outcome 1 - The economy is diverse and thriving.

Outcome 5 - People live active, healthier and independent lives.

Outcome 6 - People live in safer and stronger communities

National Priorities. - The proposed long term lease of the public conveniences and car park contributes to the Scottish Government's national priorities through;

National Priority 1 - Economic Recovery & Growth.

National Priority 4 - Safer & Stronger Communities

3. Affordability:

Show that the project is an acceptable and prudent investment for the Council and that ongoing costs can be sustained; Capital Costs are affordable; ongoing revenue costs are affordable; provide information on external funding for the project.

The proposed long term lease has no capital costs associated with it. The Council would receive annual income from the lease. Additional revenue savings would be made through the elimination of the annual staffing and grounds maintenance costs estimated at £6,800.

There will be a cost associated with staff time to progress the long term lease to conclusion although such costs are applicable to all lease agreements to a greater or lesser degree.

ARGYLL & BUTE COUNCIL

OUTLINE BUSINESS CASE FOR SERVICE DEVELOPMENT PROJECTS

DEPARTMENT Community Services and D & I **SERVICE** Community & Culture and Roads & Amenity Services

Asset Group: _____

Project Name: **Toilet Block and Car Park at Carradale Harbour**

4. Deliverability/Work Schedule:

Show that project can be delivered successfully in respect of timescale; management arrangements; and what are the residual or knock on consequences.

The Council has all the relevant professional disciplines within the Council to progress the lease to conclusion. Long term leases of assets have been successfully managed previously and no issues are anticipated. The lease will be managed by the Estates Services and will be progressed by the Estates Services, Governance & Law and the Social Enterprise Team.

The lease will be progressed in accordance with indicative timescales within the third sector disposal procedures and in accordance with the requirements and/ or limitation of the Carradale Harbour Group and such funding as they may require to obtain.

5. Risk Log:

This section should set out foreseen risks as they affect Impact on Council Plans as well as on asset condition and suitability; affordability; deliverability. Indicate action aimed at mitigating these risks and highlight whether any contingency plans are likely to be needed. Provide a summary of three cost and timetabling scenarios - optimistic, realistic, and pessimistic - relating to the project (see 6a below).

See Risk Log Worksheet which sets out the chance, impact and mitigating actions re the following:-

Risks to the Council are as follows:-

- * Currently, the Council provides parking and toilet facilities at Carradale. The development group may have plans to limit or deny access to the general public. Any future agreement will have to be worded to ensure that a minimum number (no. to be agreed) of car parking spaces will be made available for public use and that access to toilet facilities will continue to be available.
- * Charging for facilities may be introduced by the developer. The agreement should be worded to ensure that charging is capped - to ensure that the level of charges is in line with other Council operated car parks and toilet facilities in Argyll and Bute.
- * The group's plans to develop may be frustrated by lack of funding and the assets fall into disrepair. An agreed maintenance regime should be put into place i.e. gully cleaning, weed-killing, toilet cleaning etc.
- * Risk of affecting other assets. The car park is located adjacent to a public road and net-storage area. Marine Services has plans to improve the net storage area to enhance future usage. Development plans must not interfere with either asset. Well before the development group approaches the Council's Planning Dept, there should be regular meetings held between the group and officers in 'Piers and Harbours'.

The Council's Social Enterprise Team will assist the Carradale Harbour Group with their application and the preparation of a business plan.

ARGYLL & BUTE COUNCIL

OUTLINE BUSINESS CASE FOR CAPITAL PROJECTS - COST PLAN

DEPARTMENT Community Services and D & I **SERVICE** Community & Culture and Roads & Amenity Services

Asset Group:

Project Name: Toilet Block and Car Park at Carradale Harbour

Nature of Expenditure (delete as appropriate)

Replacement/Cost Saving/Carbon Management/Expansion

Details of asset being replaced if any:-

N/A

Disposal of Asset

Market Value	10000.00	Based on valuation carried out by DVS Property Specialists.	
		For the long lease option, as opposed to outright acquisition - the District Valuer has provided a rental valuation for the ground and PCs. The figure provided is £750 per annum on the basis of a 25 year lease.	
Removal costs (estimate)	10000.00	Estimated	total rental income over 25yr lease for commercial 18750.00 let 7750.00 less - Total disposal costs less - maintenance cost 37500 savings over 25 yrs less - annual energy cost 7500 over 25yrs
Marketing costs (estimate)	1000.00		
Other costs	0.00		
Net Market Value of Asset			

Revenue Costs

Cost Per Annum
£

Maintenance Cost	1500	Estimate - Based upon - Sweep / pot-hole / empty gullies / pc consumables.
Energy Cost	300	Estimate for electricity
Other Running Cost	5000	Estimate - based upon - PC Cleaner (£3,150 per annum) / non-domestic rates / public liability insurance
Total Revenue Cost	6800	
Capitalised Revenue Costs (10 years)		
Total Net Market Value of Asset		

-34000.00 income less costs
-1360 divided by 25 yr lease

Net savings of £1,360 P.A. suggest a pepper corn rent £100 P.A. for the 100 asset

Ongoing contract with the Council to continue to supply cleaning 3150 services P.A.

suggested annual rental (with salary increases 3250 built in to the contract)

ARGYLL AND BUTE COUNCIL

BUSINESS CASE LIFE CYCLE COST CALCULATION

<u>ASSET DESCRIPTION</u>	Toilet Block and Car Park at Carradale Harbour		
	Note	£	
Initial Cost or Purchase Price	1	10000.00	Based on valuation by DVS. Relining - £500
Commissioning or Installation Cost		n/a	incl Est. cost to maintain car park surface - £200 pa
Maintenance Cost per Annum	2	0.00	* £6,500
Energy Cost per Annum	2	0.00	*£300
Other Running Costs per Annum	2	0.00	n/a
Useful Life (Years)		25.00	
Discount Rate		2.00%	
Residual Value		10000.00	
Total Life Cycle Cost			
Life Cycle Cost Per Annum			

Notes:

1. Where Initial Cost is calculated over a construction period see Data Sheet
2. For analysis of costs see Data Sheet
3. For the long lease option, as opposed to outright acquisition - the District Valuer has provided a rental valuation for the ground and PCs. The figure provided is £750 per annum on the basis of a 25 year lease.

ARGYLL AND BUTE COUNCIL

BUSINESS CASE LIFE CYCLE COST CALCULATION - PRESENT VALUE

<u>ASSET DESCRIPTION</u>	car park and public toilets at Carradale	
	£	
Initial Cost or Purchase Price	10000.00	Based on valuation by DVS - or £750 per annum rental.
Commissioning or Installation Cost		
Maintenance Cost per Annum	6500.00	
Energy Cost per Annum	300.00	Estimated
Other Running Costs per Annum	0.00	Estimated
Residual Value	-7809.38	
Present Value Life Cycle Cost		

LIFE CYCLE COST CALCULATION WORKSHEET

1. Construction Cost of Asset 10000.00

2. Construction Period (months) 2.00%

3. Discount Rate 0.00

4. Present Value 0.00

5. Construction Period in Years 0.00

6. Maintenance Cost per annum Analysis

Planned Repairs	
Emergency Repairs	
Abnormal Repairs	
Cleaning	

Total Maintenance Cost per Annum 0

7. Energy Costs per annum Analysis

Oil	
Gas	
Electric	
Other	

Total Energy Cost per annum 0

8. Other Running Costs per annum Analysis

Total Other Running Costs per annum 0

Argyll & Bute Council -									
Ref	Category	Risk Description	RISK ASSESSMENT					Risk Lead	Mitigating Action
			Chance	Impact	Score	Risk Level			
1	strategic & financial	No strategic risk. Ongoing grounds maintenance liability. Cost to remove structure.	3	1	3	Red/ Green/ Amber		Disposal to community group.	
2	operational	The property is no longer operated as a public convenience.	1	1	1	Red/ Green/ Amber		N/A	
3	statutory	Planning/Building Standards Conditions	1	5	5	Red/ Green/ Amber		Community Group would need to obtain consents to develop the site. The Council would need to obtain a Building Warrant for the demolition of the property if the sale does not progress to conclusion.	
4	project	Unforeseen technical difficulties	2	5	10	Red/ Green/ Amber		Community group recommended to have a ground investigation study undertaken.	
5	project	Higher than predicted construction costs and time delays	3	5	15	Red/ Green/ Amber		Community group to appoint a suitably qualified Project Manager.	
6	project	Poor contractor performance	2	4	8	Red/ Green/ Amber		Community group to vet prospective contractors and ensure they have appropriate experience and indemnity insurance.	
7	project	Level of contingencies / design risk	1	4	4	Red/ Green/ Amber		Community group to appoint suitably qualified Project Manager/ Architect.	

ARGYLL & BUTE COUNCIL

**BENCHMARKING SHEET FOR SERVICE DEVELOPMENT
AND STRATEGIC CHANGE PROJECTS AT OBC STAGE**

DEPARTMENT Community Services and D & I **SERVICE** Community & Culture and Roads & Amenity Services

Asset Group: _____

Project Name: **Toilet Block and Car Park at Carradale Harbour**

	Target	Actual
Project Benefits		
List of measures and targets to be used to determine if the Project has been a success in terms of service delivery.		
<p>a) The asset is maintained in a safe and presentable condition.</p> <p>b) There has been a marked increase in customer demand.</p> <p>c) The asset is clearly being well managed.</p> <p>d) A public consultation exercise has been carried out and it is clear that the public are satisfied with the condition of the asset and its availability for their use.</p> <p>e) Accurate financial records are held and maintained and it is clear that the project is financially viable.</p>	Site sold and maintenance obligations ceased	
Project Financials		
List of capital costs, revenue costs and external funding.		
Capital Cost of project		
Revenue Costs		
External Funding		

	Target	Actual
Project Delivery		
Project Team Formed	N/A	
Project Plan Agreed	N/A	
Specification Finalised	N/A	
Land Acquired	N/A	
Planning, Building Warrant or Other Permission Secured	N/A	
Project Notification Advertised if required	N/A	
Tenders Invited	N/A	
Tenders Returned	N/A	
Tenders Evaluated	N/A	
Contractor Appointed	N/A	
Contractor Starts on Site	N/A	
Duration of Construction Contract and milestones if appropriate	N/A	
Practical Completion	N/A	
Council Takes Possession	N/A	
Service Delivery Commences	N/A	
Contractor's Final Account Agreed	N/A	
Making Good Defects Completed	N/A	

Project Risk

List of risks identified at OBC/FBC stage. Show new risks and whether any risks materialised how they were managed and their impact. Summarise if risks managed effectively.

See attached Risk Log sheet. No new risks have been identified.

Overall Project Summary.

Third sector organisation wish to take over responsibility for public toilets and car park which is currently maintained by the Council. Ongoing maintenance liabilities, for both the car park and public convenience, would be transferred across to the new operator thereby allowing the Council to reduce future revenue maintenance costs. The lease must be worded to ensure that, in future, full access to both the pc and car park will be available to the public. Recycling area to remain in its present location with full access available for use by public and emptying by contractor. There may be some limited scope to reduce car park spaces, but this will have to be based on an agreed formula, using historical data, which ensures that car parking availability, at times of high demand, is not compromised. A Council employee currently carries out cleaning duties at the public convenience. Entrances to the car park act as passing places - these must be fully maintained in their present condition. Space and access to recycling bins to be maintained. Free access to remain to net storage area.

The new operator will be responsible for all future maintenance costs such as gully cleaning, road sweeping within the car park, delineation of car parking spaces, grass cutting and surfacing repairs. The operator will also be responsible for the payment of non-domestic rates, water, sewerage and electricity charges. The operator will hold insurance to cover 3rd party liability claims.

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ARGYLL AND BUTE COUNCIL**Mid Argyll, Kintyre and the Islands
Area Committee****Customer Services****7th December 2016**

Commemoration of World War One

1.0 EXECUTIVE SUMMARY

- 1.1 National commemoration of World War One has been ongoing since 2014 and will continue to 2018. Within Argyll and Bute, the World War One Commemoration Steering Group has coordinated local commemoration events and taken a role in promoting knowledge and understanding of the First World War. The Group has promoted local and community engagement with its work through the inclusion of representatives of community groups and local elected members on the Group, and by the establishment of local Sub-Groups which have each been tasked with delivering one of a series of annual commemoration events with particular local and historical significance.
- 1.2 The Council has entered into a UK Government-led scheme to lay a commemorative paving stone for each recipient of the Victoria Cross medal for valour awarded for action during the First World War. Within the Argyll and Bute area there are four paving stones to be laid to mark the centenary of awards made in 1917 and 1918.

ARGYLL AND BUTE COUNCIL

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

Customer Services

7th December 2016

Commemoration of World War One

2.0 INTRODUCTION

2.1 The Argyll and Bute World War One Commemoration Steering Group was formed to develop a commemoration programme to mark the centenary of the First World War for the Argyll and Bute area. The Group is made up of elected members nominated by Area Committees, representatives of community councils, representatives of community groups and organisers of individual commemoration events. The Group is overseeing a programme of commemoration events marking each year of the First World War, sited across the authority area and having particular regard to elements of the armed forces or community impacted by World War One in the Argyll and Bute Area. The Group has also monitored progress towards laying a commemorative paving stone to mark the awards of the Victoria Cross to four individuals either from or with particular links to Argyll and Bute.

3.0 RECOMMENDATIONS

3.1 The Area Committee is asked to note the work of the World War One Commemoration Steering Group.

3.2 The Area Committee is asked to note the Council's involvement in the project to lay a commemorative paving stone for each recipient of a Victoria Cross for action during World War One.

4.0 DETAIL

4.1 The Council, receiving a report from the Armed Forces Champion, at its meeting on 29th August 2013 noted a proposal for the establishment of a World War One Commemoration Steering Group to be led by the Royal British Legion, and the proposed development of a 4-year commemoration project, which would mark the centenary of the First World War. It was envisaged that the Group would encourage investigation and commemoration of the impact of the First World War on communities, and that the Group would support work along with the Scottish National War Memorial to compile and publish the names of those listed on local community war memorials.

4.2 Membership of the Group was initially proposed as representatives of the Council, being the Provost and a representative of each of the Council's administrative areas, representatives of each of the five branches of the Royal

British Legion in Argyll and Bute, representatives of each branch of the military as well as cadet forces, and representatives of 7 SCOTS, formerly the 51st Highlanders, and 5 SCOTS, formerly the Argyll and Sutherland Highlanders, both of the Royal Regiment of Scotland. Council agreed in August 2013 to delegate local area nominations to the relevant Area Committees.

- 4.3 Elected member membership of the Steering Group comprises Cllrs Corry, McCuish, MacMillan and McQueen, nominated from each of the Council's four Area Committees. Councillor Robertson is also engaged with the Group in her role with the Scottish National War Memorial.
- 4.4 The Lord Lieutenant of Argyll and Bute, Patrick Stewart, acts as Chairman of the Steering Group, and is supported by Cllr Corry acting as Vice Chairman.
- 4.5 The membership of the Steering Group has been populated throughout the life of the Group by representatives of local groups, community councils, and individuals and organisations who have brought particular skills, experience and knowledge to the Group which has complemented its ability carry out its function. This has included persons local to areas where particular commemorations have taken place locally, for example a particular focus on Oban-area membership during the planning of the commemoration event which took place in Oban in September 2014, and has most recently included the addition of Ms Ann Galliard, of Dunoon, who is leading the preparations for the commemoration event intended to take place in Dunoon in 2017, and Ms Jenni Minto, of Islay, who is leading on preparations for the commemoration event planned for November 2018 to take place on Islay.
- 4.6 Council administrative support has been provided by the Libraries team within Community and Culture, and by Governance and Law. Officers from the Libraries team have undertaken significant work in researching the involvements of people from the Argyll and Bute area in the First World War, and in assisting individuals to learn more and to understand more of their family or community involvement in the War, particularly through the organisation of a series of Roadshow events held in Argyll and Bute libraries at which Dr. Yvonne McEwan of Edinburgh University, and Project Director of Scotland's War 1914-1919, gave talks for attendees on Scotland's role in the War and facilitated 'drop-in' sessions for individuals to receive information on family stories, artefacts and photos. Governance and Law have facilitated meetings of the Steering Group, monitored the membership of the Group to ensure engagement, facilitated civic elements of commemoration events, and have developed and maintained contact with family members or other individuals who have knowledge of recipients of Victoria Crosses.
- 4.7 The Council has signed up to a UK Government programme to lay a commemorative paving stone to mark the centenary of the award of each Victoria Cross issued for action during the First World War. Argyll and Bute Council will lay four commemorative paving stones, in commemoration of Sir John Reginald Noble Graham, Cardross, awarded the Victoria Cross on 22nd April 1917, David Lowe MacIntyre, Portnahaven, awarded the VC for action 24th-

27th August 1918, George Henry Tatham Paton, Innellan, awarded the VC 1st December 1917, and Colonel George de Cardonnel Elmsall Findlay, Cardross, awarded the VC 4th November 1918.

- 4.8 Each commemorative paving stone is 600mm x 600mm, will bear the name on the individual, their rank and regiment at time of award, and the date of the action for which the VC was awarded, and each is to be laid in a place which would have resonance for the individual recipient, for example outside a house in which they lived or a school they attended, with regard to the importance of the stones being part of the community and so being site in a place where they can be seen by members of the public. The programme will result in commemorative paving stones being laid across the country, and an interactive online map will allow interested persons to identify the location of each stone and uncover information about the recipient.
- 4.9 It is intended that a Council laying a stone marks the event in a reflective and respectful manner, which is inclusive in order to represent the shared history and bring this to a wider audience. The Steering Group have sought to communicate with descendants and family members of recipients, as well as the wider community, to identify suitable locations for the laying of paving stones which will enable access and serve as an appropriate memorial to the recipient. Having received significant information regarding Colonel George de Cardonnel Elmsall Findlay the Group has been able to identify a suitable location to site a commemorative paving stone near a family home of the recipient, and it is hoped that through communication with family and communities associated with the other recipients, similarly suitable locations can be identified for the other stones.

5.0 CONCLUSION

- 5.1 This report sets out the arrangements for the Argyll and Bute World War One Commemoration Steering Group and advises members of the work which the Group has undertaken in promoting awareness and understanding of the First World War, including the organizing of local commemorative events. The report sets out the intended further work of the Group in the coming years and advises of the role played by the Group in the UK Government's programme to lay a commemorative paving stone for each recipient of a Victoria Cross for action during the First World War.

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

29 November 2016

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

APPENDICES – N/A

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MID ARGYLL, KINTYRE AND THE ISLANDS – AGENDA ITEM TRACKER

November 2016

	Report Title	Officer/Contact	Date added to Tracker	Notes	Action Required
1.	Roads Issues & Roads Revenue Budget	Kevin McIntosh/Jim Smith	Ongoing	Regular attendance at Area Committee meetings with updates and revenue budget.	April AC – FQ3 October AC – FQ1 (FQ4 as addendum to FQ1) December AC – FQ2
2.	Area Scorecard	David Clements	Ongoing	Regular attendance at Area Committee meetings to report on scorecard.	April AC – FQ3 June AC – FQ4 August AC – FQ1 December AC – FQ2
3.	Item Tracker	Lynsey Innis	Ongoing	Regular updates at Area Committee meetings for noting and updating.	Future AC Meetings
4.	Secondary Schools – Performance and attainment	Louise Connor/Ann Marie Knowles (Campbeltown Grammar School – Catriona Hood; Islay High School – Stephen Harrison; Lochgilphead Joint Campus – Ann Devine; and Tarbert Academy – Neil McKnight)	Ongoing	Scheduled attendance of Head Teachers at Area Committees to provide reports on performance and attainment.	October 2017 AC – Tarbert Academy and Lochgilphead Joint Campus December 2016 AC – Campbeltown Grammar School and Islay High School
5.	Integrated Joint Board	John Dreghorn/ Douglas Hunter (ABC)/Moira McFarlane (ABC)	Ongoing	Quarterly Performance Reports	December 2016 AC April 2017 AC Thereafter TBC

Standing items on the tracker

MID ARGYLL, KINTYRE AND THE ISLANDS – AGENDA ITEM TRACKER

November 2016

	Report Title	Officer/Contact	Date added to Tracker	Notes	Action Required
6.	Machrihanish Airbase Development	Fergus Murray/Malcolm MacMillan (MACC Manager)		Regular updates required	Future meeting
7.	Scottish Water	Ruaridh MacGregor (Regional Communities Manager, Scottish Water)		Annual Update on local issues and to allow for input into the development aspirations for Argyll and Bute as a whole	October 2017 AC
8.	ACHA	Alistair MacGregor (Chief Executive – ACHA)	December 2013 AC	Annual Update	October 2017 AC
9.	Primary Schools - Performance and Attainment	Kathryn Wilkie	June 2013 AC	Annual Update - to include information on early years development	Following discussion with the Acting Head of Education it was agreed that this report would come to the April 2017 AC
10.	Transport Scotland	Keith Murray/Fiona Brown, Transport Scotland	October 2014 AC	Regular Updates	October 2017 AC
11.	Third Sector Grants	Antonia Baird		<ol style="list-style-type: none"> 1. April tranche 2. August tranche 3. Monitoring of grants to the Third Sector 	<ol style="list-style-type: none"> 1. April AC 2. August AC 3. August AC
12.	Roads Issues	Jim Smith	May 2014 BD	Report from EDI Committee on the Area Roads split formula Report will be presented following consideration by P&R	Future BD Meeting (<i>following item calling at P&R Committee</i>)
13.	MAKI Economic Development Action Plan (EDAP) including Mid Argyll Regeneration Initiative	Ishabel Bremner	June 2013 AC	Annually reviewed	Quarterly updates to Area Committee - no attendance required (April; June; August and October) Annual Update – attendance

Standing items on the Tracker

MID ARGYLL, KINTYRE AND THE ISLANDS – AGENDA ITEM TRACKER

November 2016

	Report Title	Officer/Contact	Date added to Tracker	Notes	Action Required
					required - April 2017 AC
14.	New Campbeltown Grammar School	Michael Casey/Malcolm MacFadyen	August 2013 AC	Update report	Updates to all future AC meetings
15.	Patient Transport Policy	Maimie Thompson, Head of Public Relations and Engagement (NHS Highland)	June 2014 AC	Report to future AC when report finalised	<i>Policy circulated to Members by email – November 2015 – Updated policy to future AC meeting following completion of review</i>
16.	Inveraray CARS	Audrey Martin/Feargal De Buiteleir	October 2014 AC	Update Report	Future AC
17.	Flooding issues in MAKI	Jim Smith/Kevin McIntosh	January 2015 BD	To remain on tracker until such time as issue is rectified	
18.	Consultation on Jura Ferry	Pippa Milne/Stewart Clark (Jim Smith)	June 2015 AC		<i>Following discussions with the Chair, it was agreed that this item would be considered at a future AC meeting, following clarification on the direction of Transport Scotland.</i>
19.	Running Track, Meadows	Pippa Milne/Jim Smith	October 2015 AC	Track now in place – agreement between the Council and the Running Club to be finalised.	Email to Members to confirm when agreement finalised.
20.	Campbeltown Office rationalisation	Malcolm MacFadyen	May 2015 (Councillor Colville request)	Update of current position	January 2017 BD Meeting
21.	Campbeltown CARS	Audrey Martin/James Lafferty	December 2015 AC	Report to come to future AC following submission of grant applications	Future AC

MID ARGYLL, KINTYRE AND THE ISLANDS – AGENDA ITEM TRACKER

November 2016

	Report Title	Officer/Contact	Date added to Tracker	Notes	Action Required
22.	Charity and Trust Funds	Peter Cupples	August 2016 AC	<ol style="list-style-type: none"> 1. Annual update report 2. Final proposals for agreement to Dec AC 	<ol style="list-style-type: none"> 1. December 2016 AC 2. December 2016 AC
23.	Future Area Committee Dates	Shirley MacLeod		Annual report	Future AC
24.	Tarbert and Lochgilphead Regeneration Fund	Audrey Martin/Anna Watkiss		Report to Area Committee outlining proposed projects	December 2016 AC
25.	Crinan Canal Charrette	Anna Watkiss			December 2016 AC
26.	Amenity Services Budget reductions	Jim Smith/Tom Murphy	August 2016 AC	Head of Roads and Amenity Services to attend the AC in December to provide information on all Amenity Service Budget Reductions in the MAKI area	As a result of the decision of the EDI Committee on 10/11/2016, the Chair has agreed that this item be discussed at the January 2017 BD
27.	Inveraray TRO	Jim Smith/Stuart Watson		Report outlining background etc	December 2016 AC
28.	Moving On Mid Argyll (MOMA)	Rev. David Carruthers (Chair) & May Taylor (Secretary) Email:- emailmay@btinternet.com	October 2016 AC	Presentation outlining the work the group carries out in the local community	March 2017 BD

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

	Report Title	Officer/Contact	Date added to	Notes	Action Required
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MID ARGYLL, KINTYRE AND THE ISLANDS – AGENDA ITEM TRACKER

November 2016

			Tracker		
	Parking Review Update	Jim Smith/Stewart Watson	March 2016 BD	Further information and possible solutions in respect of road safety concerns.	Special AC – November 2016
	Civic Furniture – Campbeltown	Shona Barton	October 2016 AC	Report outlining value of furniture and possible options	Special AC – November 2016
	Townscape Heritage Initiative	Audrey Martin/James Lafferty	October 2015 AC	Progress Report in relation to the Town Hall	Updates when required
	Dog Fouling	Tom Murphy	June 2016 AC	Report on progress of previous request to Council regarding naming and shaming of those convicted of allowing their dogs to foul	Update requested from ED&I in August 2016

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