



Argyll and Bute Council
Comhairle Earra-Ghàidheal Agus Bhòid

Customer Services
Executive Director: Douglas Hendry

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7 February 2017

NOTICE OF MEETING

A meeting of the **HELENSBURGH & LOMOND AREA COMMITTEE** will be held in the **MARRIAGE ROOM, HELENSBURGH AND LOMOND CIVIC CENTRE, HELENSBURGH** on **TUESDAY, 14 FEBRUARY 2017 at 9:30 AM**, which you are requested to attend.

Douglas Hendry
Executive Director of Customer Services

BUSINESS

- 1. APOLOGIES**
- 2. DECLARATIONS OF INTEREST**
- 3. MINUTES**
 - (a) Minutes of previous Helensburgh and Lomond Area Committee meeting held on 13 December 2016. (Pages 1 - 8)
- 4. PUBLIC QUESTION TIME**
- 5. CHARITY AND TRUST FUNDS** (Pages 9 - 14)
Report by Head of Strategic Finance.
- 6. GRASS CUTTING SCHEDULE** (Pages 15 - 20)
Report by Executive Director – Development and Infrastructure Services.

Helensburgh & Lomond Area Committee

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

Shona Barton – Area Committee Manager

Contact: Theresa McLetchie Tel: 01436 657621

MINUTES of MEETING of HELENSBURGH & LOMOND AREA COMMITTEE held in the MARRIAGE ROOM, HELENSBURGH AND LOMOND CIVIC CENTRE, HELENSBURGH on TUESDAY, 13 DECEMBER 2016

Present: Councillor Gary Mulvaney (Chair)

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

Attending:

1. APOLOGIES

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

Councillor Maurice Corry
Councillor George Freeman

2. DECLARATIONS OF INTEREST

Councillor Vivien Dance declared a non-financial interest in relation to the Request for financial assistance for Helensburgh and District Twinning Association, she left the room and took no part in the discussion of this application which is dealt with at Item 13 of this Minute.

3. MINUTES

(a) **Minutes of previous Helensburgh and Lomond Area Committee meeting held on 11 October 2016.**

The Minute of the meeting held on 11 October 2016 was approved as a true record.

4. PUBLIC QUESTION TIME

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

Denise McLaughlin enquired if Members would accept a petition from Barbara Morgan which had been signed by the local community in Rosneath supporting a pedestrian crossing in Rosneath. The Chair accepted the petition and advised that Members would be discussing this issue at Item 10 on the Agenda.

Kenneth Smith, Convener of Rosneath and Clynder Community Council also drew attention to the crossing in Rosneath and highlighted that there was no school crossing patrol at this point.

There were no further questions.

5. SCOTTISH WATER - UPDATE

The Committee considered an update from Ruaridh McGregor, Scottish Water, Regional Communities Manager.

Mr McGregor confirmed that the following work would be undertaken in the local area:

Craigendoran Rising main, 1400 metres had been completed and the remaining 500 metres were scheduled to commence in January 2017 and Completed by the end of May 2017. There had been a flooding issue the previous weekend, but this had been repaired and resolved.

Court Hill, Rosneath Remedial work had been completed in September.

Rhu Two remaining unscreened outfalls were still to be completed and this would require intervention by both Scottish Water and SEPA to resolve. These were situated at Torwood Road and Armadale Road and Scottish Water would make contact with the local community councils to advise on forthcoming work. There would not be any road closures and Scottish Water would implement traffic management to minimise any disruption.

Helensburgh Flooding issues at West Clyde St and William St were not solely Scottish Water issues. Cleaning of the network had been undertaken and the Flood Investigation Team were updating their hydraulic model. It was planned to instigate a full CCTV survey in January 2017.

Cove Cemetery Issues at a property adjacent to the cemetery and further work programme was planned for January 2017.

Members raised their concerns in regards the following issues:-

Flooding Main St, Cardross
Raw sewage at Claddoch
James Street – CCTV survey
West Clyde Street, Helensburgh – Flooding issues
East King Street/George Street, Helensburgh

Mr McGregor affirmed that he would take these issues away for review and update Members accordingly.

Decision:

Members agreed to note the update.

(Ref: Verbal update by Scottish Water, Regional Communities Manager).

6. AREA SCORECARD - FQ2

The Committee considered a report presenting the Area Scorecard with performance for financial quarter 2 of 2016-17 (July - September 2016).

Decision:

Members agreed to note the performance presented on the scorecard.

(Ref: Report by Executive Director of Customer Services, dated 13 December 2016, submitted).

7. HERMITAGE ACADEMY - SCHOOL PROFILE 2016/17

The Committee gave consideration to a report which outlined the curriculum development, wider achievement of the school and the achievements through the school improvement plan. Information also included SQA performance, examination results, attendance, absence and exclusion rate and school leaver destination returns.

Discussion took place on the comparison with performance with West Dunbartonshire, with members requesting that the Area Committee Manager investigate if Members can have sight of comparable data.

Decision:

Members agreed to note the report.

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

The Chair thanked Mr Urie for his report and commended the work undertaken by his staff.

Councillor Aileen Morton joined the meeting at 7.15p.m.

8. ROADS REVENUE BUDGET AND ROADS ACTIVITIES 2016/17 - 2ND QUARTER UPDATE

The Committee considered a report which advised Members of the roads revenue budget position at the end of the 2nd Quarter of financial year 2016/17. It also provided a commentary of the main operational activities undertaken in the quarter.

Decision:

Members agreed to note the report.

(Ref: Report by Executive Director of Development and Infrastructure Services, dated 13 December 2016, submitted).

9. JAMES STREET COMMUNITY GARDEN

The Committee considered a report which sought Members approval of an agreement between Amenity Services and James Street Garden Community Association. The group is seeking early entry to the site as the received funding from the council's Stalled Spaces budget of £5,000.00 to allow the site to be developed to include design fees, this funding has to be spent by end of 2016

Decision:

Members agreed to approve the Minute of Agreement which will be signed by the Head of Roads and Amenity Services on behalf of the Council.

(Ref: Report by Executive Director of Development and Infrastructure Services, dated 13 December 2016, submitted).

10. PROPOSAL FOR PEDESTRIAN CROSSING - ROSNEATH

The Committee considered a report which provided the detail of the development of a proposed pedestrian crossing in front of the Co-op in Rosneath.

Decision:

Members agreed to approve the recommendation for the development of a pelican crossing in front of the Co-op in Rosneath, along with associated bollards and carriageway repairs.

(Ref: Report by Executive Director of Development and Infrastructure Services, dated 13 December 2016, submitted).

11. PROPOSAL FOR PEDESTRIAN CROSSING - HERMITAGE PARK

The Committee considered a report which provided the detail of the development of a 4 way signalised junction with pedestrian facility on Sinclair Street at the junction with West Montrose Road, and including the access into Victoria Hall and the park.

Decision:

Members agreed to the recommendation within the report for the development of a 4 way signalised junction with pedestrian facility on Sinclair Street at the junction with West Montrose Road, and including the access into Victoria Hall and the park.

(Ref: Report by Executive Director of Development and Infrastructure Services, dated 13 December 2016, submitted).

12. COMMEMORATION OF WORLD WAR ONE

The Committee considered a report which requested Members to note the work of the World War One Commemoration Steering Group

Decision:

Members agreed:-

1. To note the work of the World War One Commemoration Steering Group and;

2. 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.

(Ref: Report by Executive Director of Customer Services, dated 13 December 2016, submitted).

13. REQUEST FOR FINANCIAL ASSISTANCE HELENSBURGH AND DISTRICT TWINNING ASSOCIATION

Having previously declared an interest in the request received in respect of the Helensburgh and District twinning association for the Thouars visit, Councillor Vivien Dance left the room and took no part in the discussion of this issue.

The Committee considered a report which provided information on a request from the Helensburgh and District twinning association for assistance towards the costs of a visit to Thouars in July 2017.

Decision:

Members agreed to grant the sum of £833.00 from the Twinning Budget for 2016/17 towards the costs of this initiative.

(Reference: Report by Executive Director – Customer Services, dated 13 December 2016, submitted).

Councillor Vivien Dance returned to the meeting.

14. CHORD - FUNDING UPDATE

The Committee considered a report which outlined the spend Options for the surplus CHORD funds in line with the report approved by the Policy and Resources Committee on 18th August 2016.

Motion

It is recommended that the Helensburgh and Lomond members:

- 2.1 Note the contents of the paper.
- 2.2 Agree to process the following options as per the paper:
 - Option 1 James Street (between West Princes St and West Clyde St) (granite paving)
 - Option 2 East Clyde St (between Sinclair St and Maitland St) (asphalt and chips paving)
 - Option 3 East Clyde St (between Maitland St and charlotte St) (asphalt and chips paving)
 - Option 4 Maitland St (between East princes St and Clyde St) (asphalt and chips paving)
 - Option 5 West Princes St (between James St and John St) (asphalt and chips paving)
 - Option 6 John St (between East Clyde St and West princes St) (asphalt and chips paving)

- Option 7 Maitland Street Car Park
- Option 8 Additional Refuse Bins
- Option 9 Enhance Outdoor Museum
- Option 10 West Bay Esplanade (between William St and Kidston Park)
- Option 11 West Clyde Street – Gullies and Flooding works
- Option 12 Signage

- 2.3 Delegate Authority to the Executive Director of Development & Infrastructure Services, in consultation with Area Chair and Policy Lead, to draw down funds as necessary to cover the development costs to take the preferred Options to tender stage and award contracts as appropriate, provided the preferred tender prices fall within the available budget. If the preferred tender prices exceed the available funds then officers will bring a report to members outlining alternative options.
- 2.4 Approve that any significant cost savings (greater than £5,000) on any options are brought back to members for future determination. Cost savings less than £5,000 realised during the delivery of options 1 to 8 and 10 to 12 can be transferred to Option 9 (Enhance Outdoor Museum) as part of a future Helensburgh Arts Strategy Fund.
- 2.5 Request that officers bring a report to members on the Helensburgh Arts Strategy Fund, its creation, operation and funds management.
- 2.6 Request that officers provide regular updates to members on the progress of the options.

Moved by Councillor Mulvaney, seconded by Councillor Ellen Morton

Amendment

It is recommended that the Helensburgh and Lomond members:

- 2.1 Note the contents of the paper.
- 2.2 Agree to process the following options as per the paper:
 - Option 1 James Street (between West Princes St and West Clyde St) (granite paving)
 - Option 2 East Clyde St (between Sinclair St and Maitland St) (asphalt and chips paving)
 - Option 3 East Clyde St (between Maitland St and charlotte St) (asphalt and chips paving)
 - Option 4 Maitland St (between East princes St and Clyde St) (asphalt and chips paving)
 - Option 5 a West Princes St (between James St and John St) (granite pavement and PCC kerbing of granite paving and PCC kerbs)
 - Option 7 Maitland Street Car park
 - Option 8 Additional Refuse Bins
 - Option 9 Enhance Outdoor Museum
 - Option 11 West Clyde Street – Gullies and Flooding works
 - Option 12 Signage

- 2.3 Delegate Authority to the Executive Director of Development & Infrastructure Services, in consultation with Area Chair and Policy Lead, to draw down funds as necessary to cover the development costs to take the preferred Options to tender stage and award contracts as appropriate, provided the preferred tender prices fall within the available budget. If the preferred tender prices exceed the available funds then officers will bring a report to members outlining alternative options.
- 2.4 Approve that any significant cost savings (greater than £5,000) on any options are brought back to members for future determination. Cost savings less than £5,000 realised during the delivery of options 1 to 8 and 10 to 12 can be transferred to Option 9 (Enhance Outdoor Museum) as part of a future Helensburgh Arts Strategy Fund.
- 2.5 Request that officers bring a report to members on the Helensburgh Arts Strategy Fund, its creation, operation and funds management.
- 2.6 Request that officers provide regular updates to members on the progress of the options.

Moved by Councillor Robb, seconded by Councillor Trail.

Decision:

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

(Ref: Report by Executive Director of Development and Infrastructure Services, dated 13 December 2016, submitted).

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ARGYLL AND BUTE COUNCIL

HELENSBURGH AND LOMOND AREA
COMMITTEE

STRATEGIC FINANCE

FEBRUARY 2017

CHARITY AND TRUST FUNDS

1. EXECUTIVE SUMMARY

- 1.1 This report sets out the proposed method for the distribution of the charities and trust funds in the Helensburgh & Lomond area.
- 1.2 The recommendation is to agree the proposed distribution of the available funds.

CHARITY AND TRUST FUNDS**2. INTRODUCTION**

- 2.1 This report sets out the proposed method for the distribution of the charities and trust funds in the Helensburgh & Lomond area.

3. RECOMMENDATIONS

- 3.1 To approve 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 4 charities and 7 Trust Funds in the Helensburgh & Lomond area which make up Argyll and Bute.

	Registered Charities	Trust funds
Helensburgh & Lomond	3	5
Council Wide	1	2
	4	7

- 4.3 The proposed distribution methodologies have been reviewed and the proposals will minimise the amount of time spent on the distribution of the various trust funds and charities. However, if there are opportunities in the future to combine or transfer trust funds a report will be brought to the Area Committee at the appropriate time.
- 4.4 The maintenance of the Cardross War Memorial is the responsibility of the Council and any maintenance work required is funded from the Roads and Amenity Services Central Repairs Account and on this basis it is proposed that the funds be transferred when maintenance work is being undertaken by the service.
- 4.5 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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HELENSBURGH & LOMOND**Appendix 1****Trust Funds**

Name	Purpose	Distribution Proposal	Capital (Restricted) Funds £	Accumulated Funds for Distribution £
Helensburgh & Faslane Cemeteries Fund	Upkeep of tombstones etc in District cemeteries.	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.	8,351	2,957
Ballyhennan Churchyard	Upkeep of churchyard	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.	378	161
Sundry Bequests - Former Dumbarton Cemeteries	Upkeep of tombstones etc in District cemeteries.	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.	2,119	692
Cardross War Memorial	Upkeep of war memorial.	The war memorial is being maintained by Roads and Amenity Services through their Central Repairs budget and on this basis the funds should be transferred to the Service the next time maintenance work is being undertaken.	689	54
Clydesdale Air Raid Distress Fund	For benefit of the former Helensburgh District Council Area.	Advertise to combine with Cardross War Memorial Fund.	2,703	765

Registered Charitable Trusts

Name	Purpose	Distribution Proposal	Capital (Restricted) Funds £	Accumulated Funds for Distribution £
Kidston Park Trust	Provide a public park, or recreation ground for the inhabitants of Helensburgh, and for the purposes of boating and bathing in the Gareloch.	Transfer to Roads and Amenity Services annually.	1,986	2,194
Miss Annie Dickson Burgh Bequest	The relief of distress in the Burgh of Helensburgh.	Transfer funds on an annual basis to Social work to distribute the funds.	2,819	1,302
Logie Baird Prize Fund	Advancement of Education by providing an annual prize to a pupil at Hermitage Academy, Helensburgh, for most ability in Science and Mathematics.	Paid to the Hermitage Academy school funds.	200	1,708

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ARGYLL AND BUTE COUNCIL**HELENSBURGH AND LOMOND
AREA COMMITTEE****DEVELOPMENT AND
INFRASTRUCTURE SERVICES****14TH FEBRUARY 2017**

GRASS CUTTING – PROPOSED CHANGES

1.0 EXECUTIVE SUMMARY

- 1.1 As part of the budget process for 2016/17 Members considered a range of Service Choices which had been designed to meet the significant reduction in available budget, due to drastically reduced funding.
- 1.2 One of the options that was approved through the budget process was RAMS01i – Reduced/Stop Grass Cutting. This policy change included reducing the frequency of cuts to some places and completely stop cutting grass in others, allowing the grass to grow wild. The specification for this service choice reduced the number of some grass cuts to one per year, carried out in October/November.
- 1.3 This option saved £18,000 as a part saving for 2016/17, and was taken across the four administrative areas. The starting point for each of the four areas was different because different frequencies of grass cuts had previously been applied to each area. The 2015/16 frequencies and schedules had varied historically with further local adjustments having been introduced as part of the service review process carried out in 2011/12. The service choice process was carried out over a much shorter timescale than that of the service review process and consequently did not include the member workshop sessions where members have historically played a significant part in the design of service delivery in their area. The attached appendix details the locations where grass cutting has been reduced to one cut per year.
- 1.4 This Service Choices proposal has resulted in significant representation being received by Elected Members and officers. Being alive to the fact that this is something which matters to our communities it is proposed that the same level of saving is maintained but that the specification is changed as follows:
- Areas removed from the 16/17 schedules will be reinstated
 - Areas cut only once a year in 16/17 will have the frequency increased
 - Areas which experienced no change in the frequency of cuts in 16/17 will receive a slight reduced number of cuts to balance out the cutting frequency across the area
- 1.5 It is recommended that the Area Committee approve the amended grass cutting proposals detailed in the report.

ARGYLL AND BUTE COUNCIL

HELENSBURGH AND LOMOND
AREA COMMITTEE

DEVELOPMENT AND
INFRASTRUCTURE SERVICES

14TH FEBRUARY 2017

GRASS CUTTING – PROPOSED CHANGES

2.0 INTRODUCTION

- 2.1 This report sets out some of the representations received following one of the Service Choices policies RAMS01i (Reduce/Stop Grass Cuts).
- 2.2 This report also sets out how the existing policy will be amended to revert to cutting all areas previously maintained but at a reduced frequency, within the available budget. This balances out the frequency across the area.

3.0 RECOMMENDATIONS

- 3.1 It is recommended that the Area Committee approve the amended grass cutting proposals detailed in the report.

4.0 DETAILS

- 4.1 As part of the budget process for 2016/17 Members considered a range of Service Choices which had been designed to meet the reduction in available budget. Across Roads and Amenity Services. The service choice options were varied including: increasing income from a number of sources, innovative solutions such as LED street lighting which reduced the amount of energy consumed, three weekly bin collections which encourage more recycling and reduce the amount of waste to landfill and a number of policy choices which resulted in a reduction in service delivery. All of these proposals having been progressed to ensure that the council can deliver a balanced budget whilst maintaining as many key services as possible.
- 4.2 The £18,000 saving as part of option RAMS01i, as a part saving for 2016/17, was taken across the four administrative areas. The starting point for each of the four areas was different because different frequencies of grass cuts had previously been applied to each area. The 2015/16 frequencies and schedules had varied historically with further local adjustments having been introduced as part of the service review process carried out in 2011/12. The service choice process was carried out over a much shorter timescale than that of the service review process and consequently did not include the member workshop sessions where members played a significant part in the design of service delivery in their area.

The attached appendix details the locations where grass cutting had been reduced to one cut per year.

- 4.3 This Service Choices proposal has resulted in significant representation being received by Elected Members and officers. Being alive to the fact that this is something which matters to our communities it is proposed that the same level of saving is maintained but that the specification is changed.
- 4.4 Representations received have generally been relating to the untidiness and general reduction in amenity in areas where grass has not been cut. It is felt that amending the specification would be beneficial and would reflect the views of our communities. This proposed change to specification would have no budget implication as the saving would still be delivered, only in a different way.
- 4.5 The starting point for each of the four areas was different with different frequencies of grass cuts applied to areas historically. The amended specification will continue on this basis, however, all areas previously cut in 2015/16 will be included within the new schedules, In order to make the changes but continue to deliver services within the approved budget the following approach will be taken. Under the proposal detailed in this report the frequency of grass cutting will be balanced out across the areas. The areas shown on the appendix will be cut at an increased frequency:
 - Areas removed from the 16/17 schedules will be reinstated
 - Areas cut only once a year in 16/17 will have the frequency increased
 - Areas which experienced no change in the frequency of cuts in 16/17 will receive a slight reduced number of cuts to balance out the cutting frequency across the area

5.0 CONCLUSION

- 5.1 This report proposes to adjust the specification of grassland maintenance in response to the representations made in response to the representations made following the implementation of changes in 2016/17.

6.0 IMPLICATIONS

- | | | |
|-----|------------|---|
| 6.1 | Policy | This report proposes to change a policy that was agreed through the budget process in 2016. |
| 6.2 | Financial | No financial implication as this proposal is cost neutral. |
| 6.3 | Legal | None known |
| 6.4 | HR | None known |
| 6.5 | Equalities | None known |
| 6.6 | Risk | None known |

6.7 Customer Services None known

Executive Director of Development and Infrastructure Pippa Milne
Policy Lead Councillor Ellen Morton

January 2017

For further information contact: Jim Smith, Head of Roads and Amenity Services
Tel: 01546 604324

APPENDICES

Appendix 1 - Areas included in the 2016 policy to reduce cuts to once per year – these areas to be cut at an increased frequency in 2017/18, balancing out the grass cutting frequency overall.

**Appendix 1 – Areas included in the 2016 policy to reduce cuts to once per year
To be reintroduced in the 2017/18 schedules.**

Helensburgh and Lomond

Cardross Churchyard
Cardross Shoreline 50% of Plot 1
Cardross War Memorial
Williamson Drive Plot 2
Kirkmicheal 50% of Plot 5
Rosdhu East*** Plot 1
Rosdhu West*** Plot 3
Lower Feorlin Way Plots 28, 32 & 51
Rhu Lower Plots 24, 31 & 32
Rhu Churchyard
Rosneath Argyll Road plot 32
Luss Plot 18
Tarbet Cemetery
Skating Pond Plot 4
Clyde Arran Plots 14,20,51,& 63

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