



Argyll and Bute Council
Comhairle Earra-Ghàidheal Agus Bhòid

Customer Services
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26 February 2019

NOTICE OF MEETING

A meeting of the **BUTE AND COWAL AREA COMMITTEE** will be held in **EAGLESHAM HOUSE, ROTHESAY** on **TUESDAY, 5 MARCH 2019** 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) Bute and Cowal Area Committee 4th December 2018 (Pages 5 - 12)
 - (b) Cowal Transport Forum 17th December 2018 (Pages 13 - 24) For Noting
 - (c) Bute and Cowal Area Community Planning Group 5th February 2019 (Pages 25 - 32) For Noting
- 4. ROADS AND AMENITY SERVICES UPDATE** (Pages 33 - 34)
Briefing note by Head of Roads and Amenity Services
- 5. PUBLIC AND COUNCILLOR QUESTION TIME**

6. **BUTE AND COWAL AREA COMMITTEE - DATES OF MEETINGS 2019/2020**
(Pages 35 - 38)
Report by Area Committee Manager

7. **NEW SCHOOLS REDEVELOPMENT PROJECT UPDATE FOR DUNOON PRIMARY SCHOOL** (Pages 39 - 46)
Report by Special Projects and Quality Improvement Manager

8. **PERFORMANCE REVIEW - AREA SCORECARD** (Pages 47 - 68)
Report by Performance and Improvement Officer

9. **FESTIVE LIGHTING UPDATE** (Pages 69 - 74)
Report by Transformation Project Manager

10. **ROTHESAY WAR MEMORIAL - ADDITIONAL INSCRIPTION REQUEST**
(Pages 75 - 78)
Report by Head of Roads and Amenity Services

11. **DUNOON CARS - RECOMMENDATION OF AWARDS** (Pages 79 - 86)
Report by Senior Development Officer

REPORT FOR NOTING

12. **BUTE AND COWAL AREA COMMITTEE WORKPLAN** (Pages 87 - 90)

OTHER BUSINESS FOR DECISION

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

Moved by Councillor Good, Seconded by Councillor Anderson

The Bute and Cowal Area Committee:

Recognises the importance of Cowal Golf Club to the people of Cowal and visitors alike.

Supports, in its entirety, the existing title conditions imposed when the Cowal Golf Club was conveyed by the District Council to the Golf Club in 1991:

‘(First) the said subjects shall be used as a golf course for the benefits of the people of Cowal and that in all time coming on payment of the appropriate fees to be levied and charged by our said disponees; (Second) the areas shown shaded in black on the plan annexed hereto shall be retained in all time coming as amenity open space and shall not be built upon in any manner or form without our prior written consent; (Third) our said disponees and their foresaids shall be entitled to alter and extend the existing clubhouse in accordance with plans previously to be submitted to and approved by us but no other buildings, dwellinghouses, chalets or other forms of residential accommodation will be permitted to be erected on any part of the said subjects hereby disposed; (Fourth) our said disponees and their foresaids shall be responsible for the maintenance and repair of boundary walls and fences in so far as and to such extent as we would be liable to do in any question with adjoining proprietors.’

14. ROTHESAY PAVILION PROGRESS REPORT (Pages 91 - 102)

Report by Rothesay Pavilion Project Manager

E1 (a) Exempt Appendix (Pages 103 - 108)

E1 15. SITE TO REAR OF ROTHESAY PAVILION, ROTHESAY, ISLE OF BUTE DISPOSAL TO APPLE TREE NURSERY (Pages 109 - 114)

Report by Estates Surveyor

E1 16. STRIP OF GROUND AT INNELLAN VILLAGE HALL, INNELLAN (Pages 115 - 120)

Report by Estates Surveyor

The Committee will be asked to pass a resolution in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 to exclude the public for items of business with an “E” on the grounds that it is likely to involve the disclosure of exempt information as defined in the appropriate paragraph of Part I of Schedule 7a to the Local Government (Scotland) Act 1973.

The appropriate paragraphs are:-

Paragraph 8 The amount of any expenditure proposed to be incurred by the authority under any particular contract for the acquisition of property or the supply of goods or services.

Paragraph 9 Any terms proposed or to be proposed by or to the authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods or services.

Bute and Cowal Area Committee

Councillor Jim Anderson (Vice-Chair)	Councillor Gordon Blair
Councillor Jim Findlay	Councillor Audrey Forrest
Councillor Bobby Good (Chair)	Stuart McLean (Clerk)
Councillor Yvonne McNeilly	Councillor Jean Moffat
Councillor Alan Reid	Councillor Len Scoullar

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

MINUTES of MEETING of BUTE AND COWAL AREA COMMITTEE held in the TIMBER PIER BUILDING, DUNOON on TUESDAY, 4 DECEMBER 2018

Present: Councillor Jim Anderson (Chair)

Councillor Jim Anderson
Councillor Jim Findlay
Councillor Audrey Forrest
Councillor Yvonne McNeilly

Councillor Jean Moffat
Councillor Alan Reid

Attending: Alistair McGregor, Chief Executive ACHA
Stuart McLean, Area Committee Manager
Jonathan Miles, Rothesay Pavilion Project Manager
David Mitchell, Head Teacher Dunoon Grammar School
Louise Nicol, Head Teacher Rothesay Academy
Rosemary McMillan, ACHA

1. APOLOGIES

Apologies for absence were intimated by:

Councillor Gordon Blair
Councillor Bobby Good
Councillor Len Scoular

2. DECLARATIONS OF INTEREST

No declarations of interest were intimated.

3. MINUTES**(a) Bute and Cowal Area Committee 4th September 2018**

The minute of the Bute and Cowal Area Committee held on the 4th September 2018 was approved as a correct record.

(b) Special Bute and Cowal Area Committee 23rd October 2018

The minute of the Special Bute and Cowal Area Committee held on the 23rd October 2018 was approved as a correct record.

(c) Cowal Transport Forum 26th September 2018

The minute of the Cowal Transport Forum meeting held on 26th September 2018 was noted.

(d) **Bute and Cowal Area Community Planning Group 6th November 2018**

The minute of the Bute and Cowal Community Planning Group held on 6th November 2018 was noted.

4. SECONDARY SCHOOL REPORTS

(a) **Dunoon Grammar School**

The Head Teacher of Dunoon Grammar School took the Committee through a progress update report on the schools achievements for the 2018 session.

Decision

The Bute and Cowal Area Committee:

1. Noted the contents of the report; and
2. Commended the work being done by the school.

(Report by Head Teacher, Dunoon Grammar School dated 4 December 2018, submitted)

(b) **Rothesay Academy**

The Head Teacher of Rothesay Academy took the Committee through a progress update report on the school's achievements in the 2018 session.

The Head Teacher of Dunoon Grammar School thanked the education services on behalf of the school for their continued support and encouragement.

Decision

The Bute and Cowal Area Committee:

1. Noted the contents of the report and;
2. Commended the work being done by the school.

(Ref: Report by Head Teacher of Rothesay Academy dated 4th December 2017, submitted)

5. PUBLIC AND COUNCILLOR QUESTION TIME

Kenny Matheson on behalf of Dunoon Community Council requested:

1. That the Bute and Cowal Area Committee write to the administration to raise concerns regarding the condition of the Dunoon Pier.

The Chair responded that this item was currently ongoing as it is tied in with the current ferry tendering exercise.

2. That the Bute and Cowal Area Committee look into why Dunoon Community Hospital currently only has one ward open.

The Chair agreed to take this item forward and would respond to Mr Matheson.

3. That the Bute and Cowal Area Committee ask the Health and Social Care Partnership for a response regarding individuals in the Cowal Area being unable to receive care packages at home.

The Area Committee agreed to raise this concern with the Elected Member representatives on the Health and Social Care Partnership Board. Councillor Forrest also agreed to investigate the individual case that had been highlighted and respond to the constituent and her fellow ward councillors.

6. NEW SCHOOLS REDEVELOPMENT PROJECT UPDATE FOR DUNOON PRIMARY SCHOOL

The Committee gave consideration to a progress update report on the Council's Schools redevelopment project in partnership with hubNorth Scotland Ltd for the refurbishment/part new build of Dunoon Primary School.

Decision

The Bute and Cowal Area Committee:

1. Considered and noted the contents of the report and;
2. Noted the recent success of the Special Projects Team at the Argyll and Bute excellence awards.

(Ref: Report by Special Projects & Quality Improvement Manager dated 4th December 2018, submitted)

7. PERFORMANCE REVIEW - AREA SCORECARD

The Committee gave consideration to the Area Scorecard for financial quarter 2 of 2018-2019.

Decision

The Bute and Cowal Area Committee:-

1. Noted the performance presented on the scorecard and supporting commentary.
2. Agreed to the removal of the Community Emergency Plan measures from the Scorecard and Quarterly Performance reports from FQ3 2018/19 onwards.

3. Agreed that should the situation with Community Emergency Plans change the Civil Contingencies Manager, Susan Donnelly would submit a report updating the Committee.
4. Agreed that upon receipt of the Quarterly Performance Report the Area Committee contact either the Performance Management and Improvement Officer or the Responsible Named Officer with any queries and;
5. Noted that work was ongoing and to respond to the Performance Management and Improvement Officer with requests or comments regarding the layout and format of the Report and Scorecard.

(Ref: Report by Performance and Improvement Officer dated 4th December 2018, submitted).

8. ACHA ANNUAL UPDATE

The Committee gave consideration to an annual update presentation for the Bute and Cowal area by Argyll Community Housing Association.

Decision

The Bute and Cowal Area Committee:

1. Noted the contents of the presentation and;
2. Thanked Argyll Community Housing Association for the way in which the recent demolition of properties on Bute was handled.

(Ref: Presentation by Chief Executive, ACHA dated 4th December 2018, submitted)

9. ROADS AND AMENITY SERVICES UPDATE

The Committee gave consideration to a briefing paper which provided an update on operational matters within the roads and amenity services department in Bute and Cowal.

Decision

The Bute and Cowal Area Committee:

1. Noted the contents of the report and;
2. Expressed disappointment at the lack of officer representation at the meeting.

(Ref: Briefing note by Head of Roads and Amenity Services dated 4th December 2018, submitted)

10. CHARITY AND TRUST FUNDS

The Committee gave consideration to a report setting out the proposed method for distribution of the charities and trust funds in the Bute and Cowal Area.

Decision

The Bute and Cowal Area Committee:

1. Agreed the distribution of the Charities and Trust Funds as outlined in appendix 1 of the report and;
2. Agreed to request whether further amalgamation of the funds was viable and delegate to the Area Committee Manager to raise this with the Finance department.

(Ref: Report by Finance Manger dated 4th December 2018, submitted)

11. HEALTH AND SOCIAL CARE PARTNERSHIP UPDATE

The Committee gave consideration to a progress update briefing paper on the Health and Social Care Partnership.

Decision

The Bute and Cowal Area Committee noted the contents of the report.

(Ref: Briefing note by Interim Head of Service HSCP dated 4th December 2018, submitted)

12. BUTE AND COWAL AREA COMMITTEE WORKPLAN

The Committee gave consideration to the Bute and Cowal Workplan for December 2018 to June 2019 inclusive.

Decision

The Bute and Cowal Area Committee noted the Bute and Cowal Workplan.

(Ref: Bute and Cowal Workplan dated 4th December 2018, submitted)

13. NOTICE OF MOTION UNDER STANDING ORDER 13

The Committee considered the following Notice of Motion submitted under Standing Order 13 which was proposed at the meeting by Councillor Jim Anderson and seconded by Councillor Alan Reid –

Motion

That the existing Dunoon-Gourock ferry service is no longer fit for purpose.

The Bute and Cowal Area Committee therefore:

(a) Agrees that the Chair will write, as a matter of urgency, to the Scottish Government asking that they invite tenders for a subsidised passenger service between Dunoon-Gourock.

(b) Agrees that the tender documents should specify that vessels be provided which can cope with the weather conditions expected on the Upper Clyde in winter. The successful bidder can choose to carry vehicles on a commercial basis, but will only receive a subsidy for carrying passengers.

Moved by: Councillor Jim Anderson, Seconded by: Councillor Alan Reid

Decision

The Bute and Cowal Area Committee unanimously agreed the contents of the submitted notice of motion.

(Ref: Notice of Motion by Councillor Jim Anderson and seconded by Councillor Alan Reid, dated 4th December 2018, submitted)

14. ROTHESAY PAVILION

The Committee gave consideration to a report which provided members with an update on progress with the Rothesay Pavilion Adaptive Restoration and Extension Works project following completion of the funding package in September 2017 and the award of the construction contract to Messrs CBC Ltd (CBC) in November 2017.

Decision

The Bute and Cowal Area Committee considered and noted the progress update provided in the report.

(Ref: Report by Rothesay Pavilion Project Manager dated 4th December 2018, submitted)

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

(a) Rothesay Pavilion Exempt Appendix

The Committee gave consideration to an exempt financial information appendix pertaining to the Rothesay Pavilion.

Decision

The Bute and Cowal Area Committee:-

1. Considered and noted the in depth review and reconciliation of the

financial and non-financial performance of the project following the new Rothesay Pavilion Project Manager appointment on 23rd July 2018, as set out within the Exempt Appendix 1 to the report.

2. Agreed that due to the significant level of financial support that the Council has committed to the Rothesay Pavilion Project and the lack of information available, that the report by the Rothesay Pavilion Project Manager be referred to the Audit and Scrutiny Committee for consideration in order to expedite a possible formal review of the project.
3. Agreed that due to the significant level of financial support that the Council has committed to the Rothesay Pavilion Project to recommend that a Bute and Cowal Area Committee elected member (or a substitute) and the Rothesay Pavilion Project Manager (or substitute) be appointed to attend all Rothesay Pavilion Charity Board meetings in their entirety.
4. Agreed that the Area Committee Manager would highlight the discussion held with the Chief Executive and appropriate Senior Officers.

(Ref: Appendix by Rothesay Pavilion Project Manager dated 4th December 2018, submitted)

15. SITE TO REAR OF ROTHESAY PAVILION, ROTHESAY, ISLE OF BUTE DISPOSAL TO APPLE TREE NURSERY

The Committee gave consideration to a report on a proposal regarding land at the rear of Rothesay Pavilion.

Decision

The Bute and Cowal Area Committee agreed to continue this item to the March meeting of the Area Committee to allow for further clarification;

- On the impact of this decision on the Rothesay Pavilion and any future development thereof and;
- On early years provision within Rothesay.

(Ref: Report by Estates Surveyor dated 4th December 2018, submitted)

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MINUTES of MEETING of COWAL TRANSPORT FORUM held in the TIMBER PIER BUILDING, DUNOON on MONDAY, 17 DECEMBER 2018

Present: Councillor Alan Reid (Chair)
Councillor Jim Anderson
Councillor Gordon Blair
Councillor Bobby Good
Councillor Audrey Forrest
Stuart McLean, Argyll and Bute Council
Kevin McIntosh, Argyll and Bute Council
Martin Arnold, Argyll and Bute Council
Gordon Ross, Western Ferries
Captain Alistair McLundie, Western Ferries
Simon Richmond, Caledonian MacBrayne
Iain Slorach, Caledonian MacBrayne
Iain McNaughton, Sandbank Community Council
Iain MacInnes, Lochgoil Community Council
Cathleen Russell, Colglen Community Council
Archie Reid, Strachur Community Council
Debbie Donald, Cairndow Community Council
Paul Paterson, Kilfinan Community Council
Iain Catterwell, Argyll Timber Transport Group
Alex Smith, Police Scotland

The Chair ruled, and the Forum agreed to vary the order of business.

1. APOLOGIES FOR ABSENCE

Apologies for absence were intimated by:

Willie Lynch, Dunoon Community Council
Callum Robertson, Performance Manager Argyll and Bute Council

2. DECLARATIONS OF INTEREST

No declarations of interest were intimated.

3. FERRIES UPDATE

(a) Transport Scotland Ferry Response Letter

The Group considered a letter from the Head of Ferries Policy and Contract Management at Transport Scotland regarding the current ferry provision in Dunoon and a written update detailed below:

Local Engagement

Transport Scotland is committed to ensuring that the views of the residents of the Cowal Peninsula are listened to, which is why we attend the Clyde Ferry Stakeholder Group, organised by HITRANS.

During the most recent meeting of Wednesday 12 December, which was attended by various local stakeholders, elected officials, Argyll Ferries Ltd, Western Ferries (Clyde) Ltd, a range of issues were discussed, including performance of the Gourock to Dunoon Ferry Service.

Transport Scotland receives regular feedback on the views of the local community during our monthly contract review meetings with Argyll Ferries and looks to address these where practicable.

Future of the Gourock to Dunoon Ferry Service

Following the announcement in the Scottish Parliament on 12 December 2018, the Gourock to Dunoon ferry service will transfer to CalMac when the current contract ends in January 2019, becoming part of the Clyde and Hebrides Ferry Services network.

From the 21 January 2019, CalMac will provide a passenger-only service, in line with the current timetable arrangements, and consideration will be given to improved harbour facilities for passengers.

Discussions will also be held with key stakeholders on the introduction of electric vehicle hubs at both ferry terminals, as well as developing the ferry service to encourage active travel users.

We carefully considered all of the available options in the context of value for money, as recommended in the recent Audit Scotland report. We concluded that cancelling the tender and transferring responsibility for a passenger-only ferry service to CalMac was the most appropriate course of action. This will ensure that the communities continue to benefit from a range of travel options, including a more reliable, efficient and sustainable passenger ferry service into the future.

Further consideration will now be given to vessel and service requirements going forward, in consultation with local stakeholders and trade unions, with a view to ensuring that the ferry service fully meets the needs of the community and passengers.

Gourock to Kilcreggan service

Scottish Ministers welcomed SPT's recent award of a contract to operate the Gourock to Kilcreggan ferry service to a new operator. We are aware that this has seen a significant improvement in the service and that more people are now using the service. Once we are satisfied that the new contract represents the true cost of providing a reliable service, Scottish Ministers will be in a position to consider a transfer of responsibility further.

Outcome

1. The Cowal Transport Forum agreed to write to the Transport Minister and Transport Scotland outlining the key challenges facing the service and suggested solutions, and requesting further details on the impact the decision would have on the service and whether there were any planned improvements for the service.
2. Council Officers to clarify if they anticipate any changes are required to the shore side infrastructure as a result of the decision by Transport Scotland.
3. The Forum expressed disappointment at Transport Scotland not attending the meeting.

Simon Richmond agreed to investigate concerns raised regarding the lack of a bus replacement on occasions when the ferry service was cancelled.

(b) Dunoon to Gourock Ferry Services

Argyll Ferries

Simon Richmond, Caledonian MacBrayne informed the Group that it was business as usual and they hadn't been given any further update on future plans.

Caledonian MacBrayne Services

Simon Richmond from Caledonian MacBrayne informed the Group that work on the slip at Colintraive is now completed and work was planned to start in Rothesay on the 24th January for 16 weeks which would result in one boat berthing at Gourock during this period.

Outcome

Councillor Blair suggested that Caledonian MacBrayne look to apply to Windfarm Trusts for a contribution to toilet facilities for Colintraive.

Western Ferries

Gordon Ross informed the Group that infrastructure works were still ongoing with an estimated completion date of Easter 2019 and that year to date for 2018 Western Ferries ran 22,000 sailings and cancelled 48 sailings.

4. POLICE SCOTLAND

(a) **Road Safety Concerns Regarding Deer on the Carriageways**

Gordon Ross raised concerns regarding deer on carriageways at night and asked Police Scotland if anything can be done to help minimise the problem.

Alex Smith responded that from a policing perspective they can only offer advice in terms of using deer whistles and reducing speed. Mr Smith added they were wild animals and therefore not covered by any policing legislation.

Cathleen Russell informed Mr Ross that a Deer Action Group had been formed and were currently in talks with land owners to investigate what could be done to reduce deer numbers in the area. Mrs Russell suggested that concerns be raised with the Chair of the Deer Action Group.

Outcome

Mrs Russell to provide contact details for Duncan Hunter (Chair of the Deer Action Group) and pass to the Senior Area Committee Assistant.

(b) **What Legislation is Currently in Place to deal with Motorists Driving Under the Speed Limit**

This item was raised by Gordon Ross.

Alex Smith responded that whilst no specific legislation exists careless or dangerous driving legislation could be used if appropriate to deal with anyone driving below the speed limit.

(c) **Motorbike Noise Pollution**

Debbie Donald on behalf of Cairndow Community Council and Alex Smith, Police Scotland held a conversation regarding what could be done to tackle motorbike noise pollution in the Cairndow area as the noise and speed issues were a serious concern for the local community.

It was noted that Police Scotland can stop motorcyclists and check if exhausts meet the legal requirements.

5. MINUTES

The minute of the previous meeting of the Cowal Transport Forum held on the 26th September 2018 was approved as a correct record subject to an additional paragraph at item 7. Timber Transport Group, intimated by Iain McNaughton, Sandbank Community Council:

"Irrespective of the Timber Transport Forum and timber haulage community views Iain MacNaughton of Sandbank Community Council reiterated that the Community Council remained convinced that the issue posed a health and safety risk which could be addressed by the application of mitigating measures such as timber lorries reducing speed when within Sandbank and more assiduous cleaning of vehicles."

6. TRANSPORT SCOTLAND

(a) VMS Update

George Fiddes, Transport Scotland provided the following email update:

The VMS signs are operational and were used during the recent landslide events. There were some minor issues when the VMS boards had 'tripped off' but on these occasions they were quickly rectified by BEAR Scotland. As part of the de-brief exercise for the recent landslide event, options have been identified to improve the operation of the signs and the messages displayed. This has been discussed at the Council liaison meeting with ABC staff.

Outcome

The Group:

1. Requested clarification if the signs only operate when there is an issue.
2. Requested further details concerning why the signs weren't operational during the recent A815 closure.
3. Requested clarification as to whether Argyll and Bute Council had access to the signs to post messages.
4. Requested that the Strachur Bay VMS be anchored in position as the wind is causing it to turn to face the opposite direction.

(b) A83

George Fiddes from Transport Scotland provided the following email update:

The A83 Taskforce meeting was held on the 15th November in Inveraray and was well attended by Council representatives. The Taskforce brings together a range of organisations and local stakeholders including: community representatives, business groups, tourism groups, Loch Lomond and the Trossachs National Park and other groups / individuals who have an interest in the efficient operation of the A83. At the A83 Taskforce meeting held on 15 November 2018, Michael Matheson MSP announced that he had instructed officials to:

(i) explore how Argyll and Bute can be prioritised within the second Strategic Transport Projects Review. This means that the recommendations from STPR2 for Argyll and Bute can be one of the first reported; and

(ii) review the potential for additional physical landslide mitigation measures at the Rest and Be Thankful and to report back to him by mid-February in advance of the next Taskforce meeting in March.

Outcome

1. Iain MacInnes informed the Group that he was still waiting for an agreed meeting with Jim Smith and asked if this could be explored.
2. The Group noted that it was important for Transport Scotland and BEAR to look at the totality of the area in regards to landslide prevention and should not be limited to reactive work at the Rest and Be Thankful.
3. The Group agreed that it would be useful to have a record/map of all the hillsides within Argyll and Bute that pose a risk of subsidence to a public road.
4. Debbie Donald requested that the Safer Roads Foundation report be kept on the agenda.

(c) Butterbridge Car Park

George Fiddes from Transport Scotland provided the following email update:

This is a Trunk Road layby and not a car park. The area of land to the rear of the layby is privately owned. Stockpiling of material has taken place to the rear of the layby in recent months, in agreement with the landowner. This stockpiling was to enable the construction of bunds next to the A83 Trunk Road through Glen Kinglas. If members of the Cowal Transport Forum have any queries with regard to the use of the area of land to the rear of the Trunk Road layby at Butterbridge, then I suggest that they contact the landowner directly. It is also worth noting that there are other Trunk Road laybys further along the A83 in Glen Kinglas also.

Outcome

1. Debbie Donald noted that safety concerns continue to be raised regarding Butterbridge Car Park which was exacerbated by the lack of a pavement.
2. The Group recorded its disappointment at Transport Scotland not attending the meeting and requested representation at the next meeting.

7. ROADS UPDATE

It was noted that Kevin McIntosh was now in a different role and moving forward Stuart Watson or Callum Robertson would be the representative attending the meetings.

(a) **TRO Updates - Dunoon Pier**

Kevin McIntosh informed the Group that Objections to the proposed Traffic Regulation Order (TRO) at Dunoon Pier were still being processed by officers.

It was noted that plans for the mustering area to be formalised into a car park can't be progressed until the TRO is in place and there is more clarity around the future plans for the passenger ferry service.

(b) **Parking Restrictions- Bus Bays at Queens Hall; Tudor Rooms and Morrisons**

Kevin McIntosh informed the Group that the TRO at the Bus Bays at Queens Hall and an amendment to the TRO regarding the Tudor Tea Rooms and Morrisons were still progressing and that this process was lengthy and involved substantial resourcing.

Outcome

1. Cathleen Russell requested that Community Councils be added to the mailing list that receives notice of TRO's and Temporary Traffic Regulation Orders (TTRO's), it was noted that this request would go to Stuart Watson.
2. Councillor Blair requested that Elected Members be provided with a Roads and Amenities Staffing update by the Head of Roads and Amenity Services to ascertain if there was enough staff to carry out the work.

(c) **Parked Vehicles on Paving Slabs Outside Argyll Hotel**

Kevin McIntosh informed the Group that funding was available to tackle illegal parking outside the Argyll Hotel. Estimates had been obtained and talks were ongoing with the owners of the Argyll Hotel to erect barriers at the area which would minimise illegal parking.

(d) **Road Markings- Bencorrum Brae; Wellington Street; and Old Police House, Kilmun; Tighnabruaich Primary School, Kames Cross Roads**

Kevin McIntosh informed the Group that the laying of road markings was weather dependant and that it was subcontracted. It was noted that the areas highlighted by the Forum had either been completed or are on the list for completion when the weather allows.

Outcome

1. The Forum requested white lining be reinstated in Carrick where the resurfacing works were carried out.
2. The Forum requested temporary markings at the junction at Springfield, Colintrave.

(e) **Speeding Issues at Sandbank Road**

Kevin McIntosh informed the Group that the latest Sandbank Road speed survey results were currently with Police Scotland and that the average speed was below the speed limit.

The Forum held a conversation regarding methods used for conducting speed surveys and whether Community Councils could put up their own signage to help reduce speeds. Mr McIntosh informed the Group that a Community Council could request permission from the roads authority to erect signage but this would not change the speed limit of the road.

Outcome

1. The Forum requested that a copy of the speed limit policy be circulated to the Group.
2. Iain McNaughton requested a speed survey be carried out on the Sandbank Shore Road and the results be passed to Sandbank Community Council.
3. Debbie Donald requested a speed survey be carried out in Cairndow, specifically closer to the Hydro Cottages.

(f) **Speed Surveys: Kirn, Cairndow, Sandhaven to Cothouse, Millhouse and Colintrave**

It was noted that these areas remain on the department's workplan and would be acted upon in due course.

(g) **Traffic Management in Tighnabruaich, Kames and Millhouse**

Signage in the area was still to be looked at.

Outcome

The Group requested that this item be progressed by the Roads department.

8. TIMBER TRANSPORT GROUP

Iain Catterwell informed the Group that it was business as usual, they currently have a £1.5m spend and there was a new route in progress that would be finalised in 2019.

(a) Timber Transport on the B8000

Paul Paterson, Kilfinan Community Council raised the following concerns:

- Residents of Kilfinan had reported that their correspondence was not being replied to.
- There had been incidents of low loaders not using escort vehicles or width flags.
- The B8000 is a restricted road and residents feel the tonnage travelling through is exceeding this.
- Residents reported that the agreed time restrictions within the Timber Transport management plan were not being adhered too.
- Lorries are parking in passing bays.
- There had been damage to walls.

Iain Catterwell informed Mr Paterson that he would look into the issues raised but noted that he currently doesn't have any unanswered correspondence. Mr Catterwell added that the Timber Traffic Management Plan is an agreement but it is not legally binding and sometimes due to unforeseen circumstances, such as road works, the time restrictions cannot always be followed.

It was noted that it was the individual timber management companies' responsibility to engage with local communities before timber is taken out of the area.

Outcome

It was agreed to raise any specific issues regarding timber transport with Iain Catterwell for further investigation.

9. PUBLIC TRANSPORT

(a) Helensburgh - Carrick Castle Bus Service

Martin Arnold informed the Group that the amendment to service 302 was implemented in November 2018 and that he had not yet received an update or feedback from SPT regarding the request that the last service bus of the day should go to Carrick Castle and not terminate at Lochgoilhead but he would undertake to raise this again with SPT.

(b) Bus Stop at Rest and Be Thankful

Martin Arnold informed the Group that this area would continue to be monitored. West Coast Motors had reported that the abuse of this bus stop by touring coaches had declined. Martin advised that there were no plans going forward to erect a camera at the bus stop due to issues of

electricity and maintenance, and also legal problems. He also reported that there were no plans for a barrier due to concerns that this could fail to operate properly and there would be maintenance issues in such a remote area.

(c) **Alexandra Parade Bus**

Martin Arnold reported he had not received a response from McGills regarding the request to introduce a reduced fare on the Dunoon Ferry Terminal to Hunter's Quay along Alexandra Parade route. Martin would continue to chase McGills and report back to the Forum when an update was forthcoming

Outcome

To consider Alexandra Parade Bus at the next meeting of the Cowal Transport Forum.

(d) **Bus Stops, Toward: Update on Site Visit**

It was noted that a site visit to ascertain whether additional bus stops can be erected in Toward was still to be carried out. Martin Arnold confirmed he would take this forward with West Coast Motors.

(e) **Dial-A-Bus**

It was noted that following a suggestion by the Cowal Transport Forum there would be additional advertising to promote Dial-A-Bus usage in the new year.

(f) **Fountain Quay Bus Shelter**

Martin Arnold informed the Group that this item was currently on hold due to the sale of Dunclutha House by Argyll and Bute Council.

(g) **Cowal Games Buses**

Martin Arnold informed the Group that he would write to West Coast motors requesting that the late bus runs to Strachur next year on Cowal Games Saturday.

(h) **482 & 483 Services: Update from Traffic Commissioner**

It was noted that this item was now completed and can be removed from future agendas.

(i) **Kames Bus Stop**

It was clarified that following a recent Community Council meeting the request for this was for bus markings to be painted as close to the shelter as practically possible and the sign to be installed where the lines are painted.

Outcome

Public Transport and Roads department to progress the above request.

(j) **479 Dunoon to Rothesay West Coast Motors Service**

Councillor Good informed the Group that West Coast Motors did not run the 479 Dunoon to Rothesay services three times in one month due to ferry cancellations. It was noted that this impacted on residents of Colintrave who use the service.

Outcome

1. Martin Arnold agreed to raise concerns with West Coast Motors regarding the 479 service and to seek clarification on the use of the bus stop at Clyde Street, shore side.

Other Issues

1. The Chair agreed to write to the West Coast Motors head office in Campbeltown expressing concerns over the lack of representation at the meetings.
2. The Area Committee Manager agreed to circulate to the Group the West Coast Motors Christmas holidays timetable.

10. ANY OTHER COMPETENT BUSINESS

The Group held a conversation regarding parking charges over the festive period and bus stops in the Sandhaven to Cothouse area.

Outcome

1. Cathleen Russell sought clarification on what the Council's policy is regarding the waiving of parking charges when certain events are taking place or at certain times of the year.
2. Councillor Blair requested that bus operators be reminded that there is a bus stop between Sandhaven and Inverreck and that the flooding issue at the Cot House bus stop be attended to.

11. DATE OF FUTURE MEETINGS

It was agreed that the next meeting of the Cowal Transport Forum would be held on:

- Monday 11th March 2019

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**MINUTES of MEETING of BUTE AND COWAL COMMUNITY PLANNING GROUP held in the
TIMBER PIER BUILDING, DUNOON on TUESDAY, 5 FEBRUARY 2019**

Present: Cathleen Russell, Colglen Community Council (Chair)

Councillor Bobby Good, Argyll and Bute Council
Councillor Jim Anderson, Argyll and Bute Council
Councillor Audrey Forrest, Argyll and Bute Council
Councillor Len Scoullar, Argyll and Bute Council
Stuart McLean, Area Committee Manager, Argyll and Bute Council
David Mitchell, Dunoon Grammar School
Louise Nicoll, Rothesay Academy
Samantha Somers, Community Planning Officer, Argyll and Bute Council
Sharon MacDonald, Community Development Officer, Argyll and Bute Council
PC Michelle Rusden, Police Scotland
Bobby Tourish, Scottish Fire and Rescue
Anne Kennovan, CLD Youth Worker
Debbie Donald, Cairndow Community Council
Vivienne Pringle, Cowal Youth Forum
Emily Somerville, Cowal Youth Forum
Kenny Mathieson, Dunoon Community Council
Janet Holm, Kilmun Community Council
Anne Campbell, Dunoon Area Alliance

1. WELCOME AND APOLOGIES

The Area Committee Manager welcomed everyone to the meeting and notified the Group that Willie Lynch had resigned his position as Chair of the Bute and Cowal Area Community Planning Group.

The Area Committee Manager added that he would take the group through the agenda until Item 5 when Officer Bearers would be appointed.

Apologies for absence were intimated by:

Councillor Jean Moffat, Argyll and Bute Council
Councillor Jim Findlay, Argyll and Bute Council
Tom Warren, Dunoon Area Alliance

2. DECLARATIONS OF INTEREST

No declarations of interest were intimated.

3. MINUTES

(a) Bute and Cowal Community Planning Group - 6th November 2018

The minute of the Bute and Cowal Community Planning Group meeting of 6th November 2018 was approved as a correct record subject to a change at item 9. Partners Update, Bute and Cowal CAUCUS – Lochgilphead to Lochgoilhead.

4. AREA COMMUNITY PLANNING GROUP GOVERNANCE

The Group considered a report to confirm the governance arrangements of the Bute and Cowal Area Community Planning Group (Area CPG) specifically the Terms of Reference, membership and future meeting dates.

Decision

The Bute and Cowal Area Community Planning Group:

1. Considered and adopted the Terms of Reference submitted in the report (Appendix 1) and agreed that these be reviewed on an annual basis to ensure their ongoing currency and appropriateness for the work of the Area CPG as it develops over time.
2. Considered and agreed the membership of the group submitted in the report (Appendix 3), and agreed to invite Bute Islands Alliance to join the membership.
3. Agreed that the membership of the group be reviewed on an annual basis to ensure currency and appropriateness for the work of the Area CPG as it develops over time and;
4. Agreed the meeting schedule and dates submitted in the report.

(Ref: Report by Area Committee Manager dated 5 February 2019, submitted)

5. PROCEDURE TO ELECT OFFICE BEARERS TO THE BUTE AND COWAL COMMUNITY PLANNING GROUP

Following the resignation of the Chair and Vice Chair of the Bute and Cowal Area Community Planning Group, a report advising members of the procedure which must be followed when electing officer bearers was considered. The Area Committee Manager invited nominations from around the table for both positions.

Decision

It was agreed to elect Cathleen Russell and Willie Lynch as Chair and Vice Chair of the Bute and Cowal Community Planning Group respectively.

(Ref: Report by Area Committee Manager dated 5 February 2019, submitted)

Cathleen Russell assumed the Chair.

6. COMMUNITY PLANNING PARTNERSHIP (CPP) MANAGEMENT COMMITTEE

(a) CPP Management Committee Update

The Group considered a briefing note outlining the issues which had been raised by Community Planning Group Chairs at the Argyll and Bute Community Planning Partnership Management Committee which was held on 20th November 2018.

Decision

The Bute and Cowal Area Community Planning Group noted the contents of the briefing note.

(Ref: Briefing Note by Community Planning Manager, dated 5th February 2019, submitted).

(b) Argyll and Bute CPP Annual Report 2017-2018

The Group considered the Argyll and Bute Community Planning Partnership Annual report for 2017-2018.

Decision

The Bute and Cowal Area Community Planning Group noted the contents of the report.

(Ref: Report by Area Community Planning Manager dated 5 February 2019, submitted)

7. AREA COMMUNITY PLANNING ACTION PLAN

(a) Area Community Planning Action Plan - Tracker

The Group considered a progress update report on the individual actions contained within the Area Community Planning Action Plan Tracker.

An update on the ongoing progress of Dunoon Area Alliance including its Charitable status application, action plans and links to local community projects was also provided.

Decision

The Bute and Cowal Area Community Planning Group noted the contents of the report.

(Ref: Report by Area Community Planning Manager dated 5 February 2019, submitted)

(b) **Area Community Planning Action Plans - next iteration**

The Community Planning Officer took the Group through a presentation on the next iteration of the Area Community Planning action plans. A handout on the Bute and Cowal Area Community Planning Action Plan for 2017-2020 was also provided.

Members were encouraged to complete and return to the Community Planning Officer a questionnaire on the Area Community Planning action plans.

Decision

The Bute and Cowal Area Community Planning Group noted the contents of the presentation, handout and questionnaire.

(Ref: Presentation, handout and questionnaire by Community Planning Manager dated 5 February 2019, submitted)

8. COMMUNITY FOCUS

(a) **Cairndow Community Council, Community led action plan**

Debbie Donald on behalf of Cairndown Community Council tabled a written update on the work currently being undertaken by the Community Council and the positive effect this was having on the local community.

Decision

The Bute and Cowal Area Community Planning Group:

1. Noted the contents of the written update.
2. Noted the action plan was an excellent example and;
3. Thanked Debbie Donald for her attendance.

(Ref: Update by Cairndow Community Council dated 5 February 2019, submitted)

9. ARGYLL AND BUTE OUTCOME IMPROVEMENT PLAN 2013-2023 - OUTCOME 3 (EDUCATION, SKILLS AND TRAINING MAXIMISES OPPORTUNITIES FOR ALL)

(a) **Secondary School Reports**

Dunoon Grammar School

David Mitchell, Head Teacher of Dunoon Grammar School, took the Group through the schools 2018/2019 annual progress update report.

Rothesay Academy

Louise Nicoll, Head Teacher of Rothesay Academy, took the Group through the schools 2018/2019 annual progress update report.

Decision

The Bute and Cowal Area Community Planning Group:

1. Noted the contents of the reports and;
2. Praised the ongoing work of both schools.

(Ref: Report by Head Teacher, Dunoon Grammar School dated 5 February 2019, submitted)

(b) Argyll and Bute Educational Plan

The Group were asked to note the Argyll and Bute Education Annual Plan 2018/2019 and 2017/2018 Progress Report.

Decison

The Bute and Cowal Area Community Planning Group noted the contents of the report.

(Ref: Report by Head of Education dated 5 February 2019, submitted)

The Chair Ruled and the Group agreed to a variation in the order of business to accommodate PC Michelle Rusden, Police Scotland representative.

10. PARTNERS UPDATE - POLICE SCOTLAND

Pc Michelle Rusden provided the following update:

- Chief Inspector Douglas Wilson is the new Area Commander and Fiona Davidson is the new Area Inspector.
- Recruitment is continuing in the area with a few transferees from other forces moving to the area to take up permanent posts.
- Police Scotland continue to recruit within Argyll and Bute, with a current recruitment campaign nationally.
- Dunoon Police Scotland Youth Volunteers had recently been recruited. A total of 24 young people will train for 12 weeks with Police Scotland and other partner agencies. After their training they would be available to support events within the community.

11. ARGYLL AND BUTE OUTCOME IMPROVEMENT PLAN 2013-2023 - OUTCOME 4 - (CHILDREN AND YOUNG PEOPLE HAVE THE BEST POSSIBLE START)

(a) Youth Services Review of the Year of Young People

The Group considered a short video and verbal update highlighting the activities currently being undertaken by Youth Services.

Members of the Youth Forum, Emily Somerville and Vivienne Pringle, highlighted how the Forum had helped them engage with the wider community and improve their confidence levels.

Decision

The Bute and Cowal Area Community Planning Group:

1. Noted the contents of the video and verbal update by Anne Kennovan, CLD Youth Worker and;
2. Noted and thanked Emily Somerville and Vivienne Pringle for their contributions.

(Ref: Video and verbal update by CLD Youth Worker and Youth Forum Members dated 5 February 2019, submitted)

12. PARTNERS UPDATE

Scottish Fire and Rescue

Bobby Tourish of Scottish Fire and Rescue provided a statistical update for Quarter 3 2018/19:

- Zero fire fatalities.
- Zero Non-fatal fire casualty in Dunoon.
- 1 accidental dwelling fires in Cowal and 2 in Bute.
- 4 deliberate fires – 3 in Cowal and 1 in Bute.
- 4 Non-domestic fires - 2 in Cowal, 2 in Bute.
- 14 Special services incidents – 9 in Cowal and 5 in Bute.
- Zero road traffic casualties.
- 46 False alarms – 37 in Cowal and 9 in Bute.

Incidents of Note

- In quarter 3 there were 4 primary fire incidents 1 in Bute and 3 in Cowal.
- In quarter 3 there were 3 chimney fires in Cowal.

Special Service Incidents

- In quarter 3 there had been 12 special service incidents – 6 Cowal and 6 in Bute.

Home Fire Safety Visits

- 53 undertaken in Cowal and 14 in Bute.

Community Safety Activity

- 5 Post domestic incident responses
- 3 PDIRS delivered in Dunoon and 2 in Rothesay

Bute and Cowal CAUCUS

Cathleen Russell raised concerns regarding the lack of road markings and white lines within the Cowal Area and wished for this to be escalated to the Roads department through the Cowal Transport Forum.

13. DATE OF NEXT MEETING - TUESDAY 7 MAY 2019, 10AM, EAGLESHAM HOUSE, ROTHESAY

The Group noted that the next meeting of the Bute and Cowal Area Community Planning Group would take place at 10.00am on Tuesday 7th May 2019 in Eaglesham House, Rothesay.

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ARGYLL AND BUTE COUNCIL**BUTE AND COWAL AREA
COMMITTEE****DEVELOPMENT AND
INFRASTRUCTURE SERVICES****5 MARCH 2019**

ROADS AND AMENITY SERVICES UPDATE

1.0 INTRODUCTION

- 1.1 This briefing note provides an update on recent Roads and Amenity Services activity.

2.0 RECOMMENDATIONS

- 2.1 The Committee is asked to note and consider the information contained within this update report.

3.0 DETAILParking

- 3.1 A number of free car parks within Bute & Cowal are either not included on a Traffic Regulation Order (TRO) or are included within a TRO which did not permit enforcement (this TRO is referred to as the 1987 Strathclyde Regional Council Off Street Car Park Order). In April 2017, the Bute & Cowal Area Committee agreed that a Traffic Regulation Order (TRO) covering all off-street car parks in Bute & Cowal be progressed: <https://www.argyll-bute.gov.uk/moderngov/ieListDocuments.aspx?CId=242&MId=7258&Ver=4> Subsequent to this at the February 2018 Council Budget meeting it again noted that this TRO should proceed. The TRO is included within the programme and is expected to progress over the next 6-12 months. If the TRO is implemented, it will allow the off street car parks to effectively managed and controlled through enforcement activities (issuing of Penalty Charge Notices by Parking Wardens). There are no immediate plans to amend the tariff structure, i.e. pay & display car parks will remain as pay and display and free car parks will remain free to use.

Speed surveys and Speed Restrictions

- 3.2 The Traffic Data Units are used to gather site specific information regarding vehicle speed, traffic volume and the HGV percentage of traffic volume. There

are a number of sites identified for surveys and these are being progressed within the programme. The information collected is shared with colleagues in Police Scotland (quid pro quo arrangement). If there are speeding issues identified then appropriate measures will be considered; which may include amending the speed restriction, implementing physical traffic management measures or using signs and road markings to influence driver behaviour.

- 3.3 The revised Road Speed Limit Policy Framework was agreed at the 16 February 2017 Policy & Resources Committee. The policy can be found under Item10 at <https://www.argyll-bute.gov.uk/moderngov/ieListDocuments.aspx?CId=544&MId=7383&Ver=4>
The Policy provides the background for the assessment of changes to speed limits.
- 3.4 Speed restrictions TROs are made under s82-84 of the Road Traffic Regulation Act 1984. The process is the same one as a TRO made for parking, no waiting and so on, however, normally there are early discussions with Police Scotland before embarking on the process. Once started, the progression of a speed restriction will take 6-12 months to completion although it should be noted that proposed speed restrictions rarely stimulate objections and are often a smoother process.
- 3.5 The off road parking spaces to the south of the Rock Café were constructed when the new breakwater was built. The area has never been included in The Strathclyde Regional Council (OFF ROAD PARKING PLACES) (CONTROLLING REGULATIONS) ORDER 1987. This TRO has the definitive list of Argyll and Bute Council's Car Parks. The proposal is to add this area to the above TRO when the Dunoon Parking Review progresses. Currently it is maintained by the council but its status is as "an area where cars park". As such, this location is not currently enforced by the Council in terms of parking management.

Service Redesign and the Hub

- 3.6 Officers were due to attend the January Business Day meeting, however, this was cancelled due to the weather condition on the day. It was intended to give Members a presentation detailing the recent restructure, the evolving and developing Control Hub and the work that has been ongoing to improve customer contact (both Elected Members and members of the public). It is understood that this meeting will be rescheduled where a further opportunity will be presented for this session.

Jim Smith, Head of Roads and Amenity Services
February 2019

BUTE AND COWAL MEETING SCHEDULE 2019/20

ARGYLL AND BUTE COUNCIL**BUTE AND COWAL AREA
COMMITTEE****CUSTOMER SERVICES****5 MARCH 2019**

BUTE AND COWAL AREA COMMITTEE – DATES OF MEETINGS 2019/2020

1.0 SUMMARY

This report outlines scheduled meetings in the Bute and Cowal area from September 2019 to June 2020.

2.0 RECOMMENDATIONS

- 2.1 Members are asked to consider and endorse the programme of meetings in the attached Appendix.

3.0 DETAIL

- 3.1 The Council at the meeting held on 29 November 2018 considered and agreed a programme of meetings from July 2019 to June 2020.
- 3.2 In accordance with this programme, Bute and Cowal Area Committee meetings will take place on:-

Tuesday 3rd September 2019;
Tuesday 3rd December 2019;
Tuesday 3rd March 2020; and
Tuesday 2nd June 2020.

All meetings will commence at 10.00 a.m. and will be alternate between the Timber Pier Building in Dunoon and Eaglesham House, Rothesay.

- 3.3 The appended programme of meetings also sets out for Members' information planned dates for the Bute and Cowal Area Community Planning Group.
- 3.4 It should be noted that Standing Order 20.2 makes provision for the Chair of a Committee (or in whose absence the Vice-Chair) for good cause to cancel or alter the date, time or place for a meeting but not after the summons for the meeting has been issued, and also that the Chair (or in whose absence the Vice-Chair) may call a meeting of the Committee on dates in addition to those already decided by Council.

4.0 CONCLUSION

4.1 The Area Committee are invited to consider and endorse the programme of meetings attached as Appendix 1.

5.0 IMPLICATIONS

5.1 Policy None

5.2 Financial None

5.3 Legal None

5.4 HR None

5.5 Equalities None

5.6 Risk None

5.7 Customer Service None

Executive Director of Customer Services

16 January 2019

For further information contact:

Stuart McLean, Area Committee Manager
01436 658717

APPENDICES

Bute and Cowal Programme of Meetings – Appendix 1

BUTE AND COWAL MEETING SCHEDULE 2019/20

Reports to Governance and Law	Pre Agenda Pack Issue	Pre- Agenda Briefing	Agenda Issue	AREA COMMITTEE	Venue	Start time
Friday 9 th August 2019	Tuesday 13 th August 2019	Tuesday 20 th August 2019	Tuesday 27 th August 2019	Tuesday 3rd September 2019	Eaglesham House, Rothesay	10.00am
Friday 8 th November 2019	Tuesday 12 th November 2019	Tuesday 19 th November 2019	Tuesday 26 th November 2019	Tuesday 3rd December 2019	Timber Pier Building, Dunoon	10.00am
Friday 7 th February 2020	Tuesday 11 th February 2020	Tuesday 18 th February 2020	Tuesday 25 th February 2020	Tuesday 3rd March 2020	Eaglesham House, Rothesay	10.00am
Friday 8 th May 2020	Tuesday 12 th May 2020	Tuesday 19 th May 2020	Tuesday 26 th May 2020	Tuesday 2nd June 2020	Timber Pier Building, Dunoon	10.00am

Front Sheet Agenda Issue	Pre Agenda Pack Issue	Pre Agenda Briefing	Full Pack Agenda Issue	CPG	Venue	Start time
Tuesday 2 nd July 2019	Tuesday 16 th July 2019	Tuesday 23 rd July 2019	Tuesday 30 th July 2019	Tuesday 6th August 2019	Timber Pier Building, Dunoon	10:00am
Tuesday 1 st October 2019	Tuesday 15 th October 2019	Tuesday 22 nd October 2019	Tuesday 29 th October 2019	Tuesday 5th November 2019	Eaglesham House, Rothesay	10:00am
Tuesday 24 th December 2019	Tuesday 14 th January 2020	Tuesday 21 st January 2020	Tuesday 28 th January 2020	Tuesday 4th February 2020	Timber Pier Building, Dunoon	10:00am
Tuesday 31 st March 2020	Tuesday 14 th April 2020	Tuesday 21 st April 2020	Tuesday 28 th April 2020	Tuesday 5th May 2020	Eaglesham House, Rothesay	10.00am

- Please note all Area Committee & Community Planning Group Pre-Agenda meetings are held in Hill Street, Dunoon and by Lync

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ARGYLL AND BUTE COUNCIL**BUTE & COWAL AREA COMMITTEE****CUSTOMER SERVICES****5 MARCH 2019**

**NEW SCHOOLS REDEVELOPMENT PROJECT UPDATE FOR
DUNOON PRIMARY SCHOOL**

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) on the refurbishment/part new build of Dunoon Primary School.

1.2 Update

Contract Close for the redevelopment of Dunoon Primary School was reached on Monday 3 July 2017 and the newly refurbished West Wing was signed off and handed over on Wednesday 7th November 2018, with staff and pupils decanting on 14th November 2018. Phase 3 works commenced on 15th November 2018.

1.3 The key construction dates for the Dunoon Primary School project are:

Construction Phases:

- Phase 1A: July 2017
- Phase 1B: August - September 2017
- Phase 2: July 2017 – November 2018
- Phase 3: November 2018 - November 2019
- Phase 4: November 2019 – January 2020

1.5 Morrison Construction has registered the Dunoon Primary School site with the Considerate Constructors Scheme. The latest site inspection was carried out in December 2018, and an summary of the report is appended.

RECOMMENDATIONS

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

ARGYLL AND BUTE COUNCIL

BUTE & COWAL AREA COMMITTEE

CUSTOMER SERVICES

5 MARCH 2019

**NEW SCHOOLS REDEVELOPMENT PROJECT UPDATE FOR
DUNOON PRIMARY SCHOOL**

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) and the refurbishment/ part new build of Dunoon Primary School.
- 2.2 Following approval from the Policy and Resources Committee and the Council at their meetings on Thursday 29 June 2017, Contract Close for the Dunoon Primary School project was reached on Monday 3 July 2017.

The Project will deliver the construction of a refurbished/part new build of Dunoon Primary School with a capacity for 300 pupils, together with an Early Learning and Childcare (ELC) facility with 30 spaces. The project will include the demolition of the existing East Wing and separate stand-alone Gym Hall. The new East Wing will include ELC accommodation, a Family Centre, school Library, Gym Hall, Staffroom and Staff Base. The new East Wing will be linked to the refurbished West Wing by a feature staircase and a lift providing access to all floors in both Wings.

3.0 RECOMMENDATIONS

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

4.0 DETAIL

- 4.1 The Council's Dunoon Primary School redevelopment project is a Design Build Direct Agreement (DBDA) that is being delivered as part of the Scottish Government's Schools for the Future Programme pipeline, through hubNorth Scotland Ltd (hubNorth), the Council's project partner.

Contract Close was reached on Monday 3 July 2017.

4.2 Programme Dates

The key construction dates and phases for the Dunoon Primary School Redevelopment Project are:

Date	Description	Comment
June 2017	Decant of all resources from West to East Wing; Dunoon ELC to Kirn ELC; ESCAPE to Girl Guiding Hall, Dunoon.	Completed
3 July 2017	Contract Close	
10 July 2017	Tier 1 Contractor moved on site to commence Phase 1 of the Works.	Phase 1 is divided into two sub-phases 1A and 1B
July 2017	Phase 1A:	Completed
July – September 2017	Phase 1B:	Completed November 2017
July 2017 – November 2018	Phase 2 Refurbishment of West Wing and new Energy Centre constructed. Now underway	New Energy Centre constructed and complete. Refurbishment works are ongoing
November 2018 Decant	Pupils/Staff decant from East Wing to refurbished West Wing	Dunoon ELC remain at Kirn ELC; ESCAPE remains at Guide Hall.
December 2018 – November 2019	Phase 3	East Wing Demolition and construction of new East Wing
November 2019	Whole school occupation	Dunoon ELC and ESCAPE return to their new accommodation in Dunoon Primary School
November 2019 – January 2010	Phase 4	Final demolition (existing Games Hall) and site clearance

4.3 Project Update

Following the completion Phases 1A, 1B , Phase 2, and the decant of the school from the existing East Wing into the newly refurbished West Wing, works have included:

- Snagging and preparatory works, with 87% of identified snags now having been completed
- Final installation of Phase 2 furniture

- Existing temporary pupil and staff access tunnel has been removed
- Soft strip and reportable asbestos removal undertaken to the existing East Wing as part of Phase 3 works -we are advised that, at this stage no additional asbestos has been found
- Fire alarm system installed to games hall
- Playground area extended, and use of games hall now available
- Full CCTV security in place as part of Phase 3 works
- Fairy Garden vegetation cleared, and trees thinned out
- Fire escape gates have been provided to cover the escape routes at the Hub Hut

4.4

	
<p>Removal of temp access tunnel</p>	<p>Removal of East Wing utility meters</p>
	
<p>Cleared Fairy Garden</p>	<p>Fire Escape Route Gates / Fencing</p>
	
<p>Soft strip & asbestos removal to East Wing</p>	

4.5 Future Building Works

- Completion of outstanding loose furniture delivery
- Snagging close out
- Demolition soft strip to Phase 3
- Demolition of Phase 3 commencement

4.6 Health, Safety & Environmental Matters

The Health and Safety plan for the construction site has been developed in accordance with the CDM 2015 Regulations.

There have been no issues raised and with no RIDDOR (Reporting or Injuries, Diseases and Dangerous Occurrences Regulations) accidents or injuries.

4.7 Considerate Contractor Scheme

Morrison Construction has registered the site with the Considerate Constructors Scheme (CCS), and the latest site inspection was carried out on 18th December, with the site achieving an impressive score of 40 / 50. A summary of the report is provided in Appendix 1, below.

5.0 CONCLUSION

The project to deliver a new school on a design, build, and direct agreement (DBDA) basis in respect of Dunoon Primary School was signed on Monday 3 July 2017 and has now entered Phase 3 of the construction phase. This report provides highlight reporting in relation to the progress of the Works.

6.0 IMPLICATIONS

Policy The Council previously authorised the Executive Director of Community Services to issue the NPR for the Dunoon Primary School project on the basis of the agreed design capacities and assessments of affordability. In addition, 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 Dunoon Primary School project is being delivered within the revised financial envelope agreed by the Council.

Legal The issue and acceptance of the New Project Request (NPR) commenced the process of formal legal engagement of hubNorth for development of the project for delivery of the proposed new and refurbished school.

The project agreement for Dunoon Primary School was signed on 3 July 2017.

HR None at present.

Equalities None at present.

Risk The Council, in partnership with hubNorth, continues to monitor the progress of the Dunoon Primary School with an occupation of the refurbished/part new build school by November/December 2019. Possibility of delay in completion of the school project will continue to be monitored.

Customer Service The design solution from hubNorth for the Dunoon Primary School project has required a decant of pupils and staff within the current school. The decant took place during June 2017 and also involved the temporary decant of ELC children and staff to Kirn ELC and ESCAPE to Girl Guiding Hall, Dunoon. Decant of the school from the existing East Wing into the newly refurbished West Wing was achieved in November 2018.

Douglas Hendry, Executive Director of Customer Services
Cllr Gary Mulvaney, Policy Lead Strategic Finance & Capital Regeneration Projects
Cllr Yvonne McNeilly, Policy Lead Education.

29 January 2019

For further information contact:

David Logan – Special Projects & Quality Improvement Manager

Tel: 01546 604322

David.Logan@argyll-bute.gov.uk

Appendix 1 – Considerate Constructors Report Summary

Considerate Constructors Scheme

Monitor's Site Report



Project Name	Dunoon Primary School				
Contractor Name	Morrison Construction Scotland – Highland				
Onsite contact(s)	Garry Davidson				
Site ID number	110990	Visit no	1	Visit date	18/12/19

Site description, context and location

The project involves the refurbishment, renovation and upgrade of a Grade 'B' listed, Victorian Primary School within Dunoon, procured through Hub North for Argyll and Bute Council.

The Works will comprise the refurbishment of the existing West Wing within Phase 1 of the development. Phase 2 will comprise the demolition of the current East Wing, and the construction of a new East Wing, which will incorporate a Family Centre, new Gym Hall, Library, Early Learning and Childcare Centre and staff accommodation. The link between the refurbished West Wing and new East Wing will incorporate a feature staircase.

The working environment is 'live', with the school remaining open during the refurbishment and new building work Phases.

The site is located on the periphery of the town within a residential area, and immediately adjacent to an historic church, an ASN Unit, a parade of small shops, cafes and a local pub. At the time of visit, work on the renovation of the West Wing of the Facility had been completed, with work at a hiatus until January 2019, where there will be a focus on the East Wing of the existing school. This is the second period of registration.

Checklist section	Category score		Score descriptor
1. Care about Appearance	8	/10	1. Gross Failure 2. Failure 3. Major non compliance 4. Minor non compliance 5. Compliance 6. Good 7. Very Good 8. Excellent 9. Exceptional 10. Innovative
2. Respect the Community	8	/10	
3. Protect the Environment	8	/10	
4. Secure everyone's Safety	8	/10	
5. Value their Workforce	8	/10	
Total Score	40	/50	
<i>For more information on score descriptors, see "Site Scoring Explained" or visit www.ccscheme.org.uk</i>			

Executive Summary

Excellent first impressions with corporate signage/hoarding and information all in place, to also include specific site manager and regional office contact details. The welfare facilities are at an excellent standard and kept immaculately clean and tidy by cleaners/labourers on site, with all facilities provided taking into consideration female employees and visitors to the site.

The site neighbours have all been contacted and are kept up to date with the latest

development news on the site. Community engagement has been of a very high-level, with many initiatives having been carried out through the well-developed Hub Community Benefits Plan, which involves active collaboration with staff and pupils. Charity fund raising and support for local groups and businesses is another notable achievement.

All the environmental issues are addressed at an excellent level, with all aspects covered by dedicated MCL environmental team and bio-diversity champions to support targets and initiatives in these areas. Much has been done to promote the site environmental credentials and achievements to the locale commensurate with leading-edge industry standards. A range of environmental legacies have also been planned, too numerous to mention.

The site has a thorough safety inspection regime in place and the company safety initiatives are well promoted. The workforce is encouraged to provide feedback on safety and any other issue.

There is a strong awareness of vehicle safety in and around the site, which is ably managed through the site promotion and adherence to CLOCS operational standards. The company is an equal opportunities employer, promotes personal development and provides training at all levels. OH and health advice is provided through demonstrable commitments to worker and employee welfare.

The welfare facilities are industry leading with quality changing, drying, showers, lockers, M&F toilets and rest areas provided. Contributions to the Scheme Best Practice Hub have been considered.

Thanks to Garry for an informative visit, and I look forward to meeting him and the team again later in 2019.

ARGYLL AND BUTE COUNCIL**BUTE AND COWAL AREA
COMMITTEE****CUSTOMER SERVICES****5 MARCH 2019**

AREA SCORECARD FQ3 2018-19

1 Background

- 1.1 This paper presents the Area Report and Scorecard for Financial Quarter 3 2018/19 (October-December 2018) and illustrates the agreed performance measures.
- 1.2 A summary of all the measures is now included at the start of the report. The summary provides an overview of the number of measures and how many are Red, Amber, Green or No Target.

The difference in number between FQ2 and FQ3 is due to the removal of the Civil Contingencies measures agreed last quarter.

- 1.3 To improve the response to performance queries, it is requested that either Sonya Thomas or the Responsible Named Officer are contacted once the Quarterly Performance Report is received with any queries. This should enable some queries being resolved or clarified prior to the Area Committee meeting, and therefore being carried forward as Actions at a subsequent meeting.
- 1.4 A short key to symbols / layout is attached. (Appendix 1).

2 Recommendations

- 2.1 It is recommended that the Area Committee notes the performance presented on the Scorecard and supporting commentary.
- 2.2 It is recommended that upon receipt of the Quarterly Performance Report the Area Committee contact either Sonya Thomas or the Responsible Named Officer with any queries.
- 2.3 The Area Committee are asked to note that work is ongoing and to respond to Sonya Thomas with requests or comments regarding the layout and format of the Report and Scorecard.

Douglas Hendry
Executive Director, Customer Services

Jane Fowler
Head of Improvement & HR

For further information, please contact:
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Appendix 1: Key to symbols
Appendix 2: Word Report in pdf format
Appendix 3: B&C Scorecard

PERFORMANCE REPORTS – KEYS TO SYMBOLS

WORD REPORT

STATUS SYMBOL

- This is colour coded and indicates if the performance is good – Green; or off track – Red

TREND ARROW

- This indicates the trend of the performance between the last two periods

NAME IN BRACKETS (StreetScene)

- This indicates not only where in Pyramid you can find the data but also what team in the council deals with this element of performance

GREY SUCCESS MEASURE

- This indicates that the performance measure is a council-wide one

WHITE SUCCESS MEASURE

- This indicates that the performance measure is a local area one

ON GRAPHS IN PYRAMID

GREEN

- Performance is positively within desired parameters / meeting target / positively exceeding target

RED

- Performance is negatively out-with desired parameters / not meeting target / negatively exceeding target

KEY

- There is a key / explanation to each graph indicating Target / Actual / Benchmark alongside each graph

THE SCORECARD

- This is a plain summary of the success measures
- It mirrors the word report – BUT without commentary / names / teams
- It is simply a picture

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BUTE & COWAL FQ3 2018/19 OVERALL PERFORMANCE SUMMARY

The tables below present a summary of all of the success measures included in the Scorecard. They show the performance against targets, and the trend against the previous quarters performance.

SUMMARY OF PERFORMANCE AGAINST TARGETS

FQ2 18/19	FQ3 18/19	
17	15	GREEN
11	6	RED
7	10	NO TARGET

SUMMARY OF THE TREND AGAINST PREVIOUS QUARTER

TREND	●	●	NO TARGET
↑	5	3	2
⇒	4	0	1
↓	6	3	7

B&C Area Scorecard FQ3 2018-19

Performance element	Status	Trend	Target FQ2 18/19	Actual FQ2 18/19	Target FQ3 18/19	Actual FQ3 18/19	Owner	Comments
Corporate Outcome No 1 - People live active, healthier and independent lives								
Number of affordable social sector new builds - B&C (Housing Services)	●	⇒	0	0	0	0	Allan Brandie	FQ3 2018/19 - B&C No completions in Bute and Cowal during quarter 3.
								FQ2 2018/19 - B&C As per Q1 comments, there were no projects completed in full during quarter 2. The remaining onsite projects are still scheduled to complete during Q3 & Q4
CC26_01-Number of new affordable homes completed per annum. (Housing Services)	●	↑	0	0	62	62	Allan Brandie	FQ3 2018/19 - A&B ACHA completed 20 units at Bowmore (phase 3) on Islay in November; Fyne Homes completed 16 units at Lochgilphead (phase 4); Dunbritton completed 26 units at Succoth. With a further 41 units potentially due for completion in Q4, this would get very close to the annual LHS target.
								FQ2 2018/19 - A&B As per Q1 comments, there were no projects completed in full during quarter 2. 8 of the 26 units at Succoth were handed over by Sept 30th, but will be counted with the remainder of the units in Oct. The remaining onsite projects are still scheduled to complete during Q3 & Q4

B&C Area Scorecard FQ3 2018-19

Performance element	Status	Trend	Target FQ2 18/19	Actual FQ2 18/19	Target FQ3 18/19	Actual FQ3 18/19	Owner	Comments
Corporate Outcome No.2 - People live in safer and stronger communities								
Car Parking income to date - B&C (Streetscene B&C) ANNUAL CUMULATIVE TOTAL	●	↑	£49,946	£45,286	£64,389	£68,611	Stuart Watson	FQ3 2018/19 - B&C The income for FQ3 was £68,611 against a target of £64,389. The additional income equates to £4,222. There is no obvious reason for the increased income.
								FQ2 2018/19 - B&C The income for FQ2 was £45,286 which is a shortfall of £4,660 against the target of £49,946. The shortfall may down to the timing of cash banking and, if so, this should come through in the following quarter. It is possible, however, that the poor weather has had an impact on the use of car parks.
Car Parking income to date - A&B (StreetScene) ANNUAL CUMULATIVE TOTAL	●	↑	£647,549	£620,057	£834,808	£800,441	Stuart Watson	FQ3 2018/19 - A&B The income for FQ3 was £800,441 which represents a shortfall of £34,367 against the target income of £834,808. The shortfall may be, in part, due to a delay in income arising from the new "pay by phone" system, however, it should be noted that a shortfall of £35k is being predicted the financial year. The breakdown of the shortfall are -£20,000 for DPE and -£15,000 for parkign receipts. The DPE shortfall may be down to better driver behaviour generating less PCNs as they begin to follow the COuncils parkings rules. The shortfall in parking receipts is more difficult to explain, it may be due to poor weather, lack of events or other unknowns.
								FQ2 2018/19 - A&B The income for FQ2 was £620,057 which is a shortfall of £27,492 against the target of £647,549. The shortfall may down to the timing of cash banking and, if so, this should come through in the following quarter. It is possible, however, that the poor weather has had an impact on the use of car parks.
Total number of Penalty Charge Notice Figures - B&C		↓	No Target	220	No Target	193	Keith Tennant	FQ3 2018/19 - B&C Bute & Cowal's Amenity Warden is currently absent, duties being covered by Wardens from other areas. Line painting required in Bute & Cowal to allow enforcement, particularly in Rothesay and Dunoon town centres
								FQ2 2018/19 - B&C The warden for Bute and Cowal was on secondment until the end of September. Wardens from other areas were covering.
Total number of Penalty Charge Notice Figures - A&B		↓	No Target	1,809	No Target	1,246	Keith Tennant	FQ3 2018/19 - A&B Commentary provided at Area level
								FQ2 2018/19 - A&B Commentary provided at Area level

B&C Area Scorecard FQ3 2018-19

Performance element	Status	Trend	Target FQ2 18/19	Actual FQ2 18/19	Target FQ3 18/19	Actual FQ3 18/19	Owner	Comments
Dog fouling - total number of complaints B&C (Streetscene B&C)		↑	No Target	25	No Target	27	Tom Murphy	FQ3 2018/19 - B&C The number of complaints over the FQ3 period have dropped dramatically from 23 to 11, this is due to the area teams assessing the areas of complaint and liaising with the local wardens who have stepped up patrols in the problem locations. Amenity Services are attempting to encourage the general public and community groups to assist in the enforcement of dog fouling, this can be carried out by groups and persons providing details without their identity being known. This is proving to be a long and difficult process, however the service will continue to engage with all partners in an attempt to deal with this problem.
								FQ2 2018/19 - B&C The number of complaints over the period for the Bute and Cowal have risen slightly from 23 to 25. The area teams will continue to assess the areas of complaints and liaise with the local wardens to step up patrols to deal with the problem locations. The service will continue to have a visible presence to act as a deterrent and also to educate members of the public. Amenity Services are attempting to encourage the general public and community groups to assist in the enforcement of dog fouling, this can be carried out by groups and persons providing details without their identity being known. This is proving to be a long and difficult process. However, the service will continue to engage with all partners in an attempt to deal with this problem.
Dog fouling - total number of complaints A&B (StreetScene)		↑	No Target	55	No Target	56	Tom Murphy	FQ3 2018/19 - A&B The Council continue to work closely with Police Scotland and our communications team to provide advice to all parts of our community highlighting the dog fouling campaign.
								FQ2 2018/19 - A&B The council continue to work closely alongside Police Scotland and our communications team to provide advice to all parts of our community and involving school children in creating posters as part of this dog fouling campaign. The roll out is currently happening in B&C and we intend to carry this on to the other administrative areas.

B&C Area Scorecard FQ3 2018-19

Performance element	Status	Trend	Target FQ2 18/19	Actual FQ2 18/19	Target FQ3 18/19	Actual FQ3 18/19	Owner	Comments
LEAMS - B&C Bute (Cleanliness Monitoring Systems)	●	↑	73	83	73	89	Tom Murphy	FQ3 2018/19 - LEAMS Bute The level of performance in the Bute operation over the FQ3 quarter has again improved to record a performance level of October 89, November 92 and December 86. This quarter again is showing an extremely high level of performance, the national standard is 67, with the service setting a benchmark figure of 73
								FQ2 2018/19 - LEAMS Bute The level of performance in the Bute operation over the FQ2 period has improved to record a performance level of July 83, August 78, September 88. This is an extremely high level of performance, the national standard is 67, with the service setting a benchmark figure of 73.
LEAMS - B&C Cowal (Cleanliness Monitoring Systems)	●	↑	73	76	73	78	Tom Murphy	FQ3 2018/19 - LEAMS Cowal The level of performance over the FQ3 period for the Cowal operation has improved on the last quarter, showing a level of performance for October 78. November 81 and December 71. With the exception of December this is a good performance as the Council has set a benchmark figure of 73, however December's performance is higher than the national average of 67
								FQ2 2018/19 - LEAMS Cowal The high level of performance over the FQ2 period is good for the Cowal operation. The level of performance over FQ2 was as follows July 76, August 72, September 81. The Council has set a benchmark figure of 73, with the exception of August this is good performance, however, August's performance is higher than the national average of 67.
LEAMS - Argyll and Bute monthly average (Cleanliness Monitoring Systems)	●	↑	75	79	75	80	Tom Murphy	FQ3 2018/19 - LEAMS A&B The level of performance is at a very good standard, the service uses the annual report from Keep Scotland Beautiful and monthly inspections to assess the data and make appropriate alterations to work schedules to ensure that the level of performance is maintained. The role of the amenity wardens have a key influence around littering and dog fouling to assist in maintaining the good level of performance.
								FQ2 2018/19 - LEAMS A&B The level of performance remains at a very good standard, the service uses the annual report from Keep Scotland Beautiful and monthly inspections to assess the data and make appropriate alterations to work schedules to ensure that the level of performance is maintained. The role of the amenity wardens have a key influence around littering and dog fouling to assist in maintaining the good level of performance

B&C Area Scorecard FQ3 2018-19

Performance element	Status	Trend	Target FQ2 18/19	Actual FQ2 18/19	Target FQ3 18/19	Actual FQ3 18/19	Owner	Comments
Corporate Outcome No.3 - Children and young people have the best possible start								
No Area Committee Measures to report on for Corporate Outcome 3								
Corporate Outcome No.4 - Education, skills and training maximises opportunities for all								
HMIE positive Secondary School Evaluations - B&C (Authority Data)	●	⇒	0 %	0 %	0 %	0 %	Maggie Jeffrey	FQ3 2018/19 - B&C There were no HMIE Inspection during quarter 3 FQ2 2018/19 - B&C There were no Bute & Cowal secondary schools inspected during this quarter.
HMIE positive Secondary School Evaluations - A&B (Authority Data)	●	⇒	0 %	0 %	0 %	0 %	Maggie Jeffrey	FQ3 2018/19 - A&B There were no HMIE Inspection during quarter 3 FQ2 2018/19 - A&B No Secondary Schools were inspected this period.
Percentage of pupils with positive destinations - A&B (Authority Data)	●	⇒	92.0 %	94.7%	92.0 %	94.7 %	Martin Turnbull	FQ3 2018/19 - A&B No update within this quarter, next update will be February 2019 FQ2 2018/19 - A&B A new approach to the publication of school leaver destination statistics has been developed by Scottish Government in partnership with Skills Development Scotland (SDS). SDS will no longer publish school leaver destination statistics but instead focus on the publication of the annual Participation Measure every August; reporting and providing more detailed analysis on a much wider group of young people (all 16-19 year olds). School Leaver Destination data for specific schools will now be collated from information available on Insight. Conformation of reporting arrangements and an analysis of the 17/18 cohort will be produced for FQ3 18/19

B&C Area Scorecard FQ3 2018-19

Performance element	Status	Trend	Target FQ2 18/19	Actual FQ2 18/19	Target FQ3 18/19	Actual FQ3 18/19	Owner	Comments
Corporate Outcome No.5 - The economy is diverse and thriving								
Percentage of Pre-Application enquiries processed within 20 working days - B&C (Planning Applications)	●	↓	75.0 %	91.7%	75.0 %	87.0%	Peter Bain	FQ3 2018/19 - B&C Turnaround of pre-apps within B&C during FQ1 is above the target of 75% for the 7th consecutive quarter.
								FQ2 2018/19 - B&C Turnaround of pre-apps within B&C during FQ1 is above the target of 75% for the 7th consecutive quarter.
PR23_03- Percentage of Pre-application enquiries processed within 20 working days - A&B (Planning Applications)	●	↑	75.0 %	67.6 %	75.0 %	69.0%	Peter Bain	FQ3 2018/19 - A&B Local targets have been met in 2 out of the 4 area teams, and a slight improvement on FQ2 has been observed. The resource issues in the MAKI team has necessitated prioritisation on processing statutory applications ahead of responding to pre-application enquiries. All statutory targets were achieved.
								FQ2 2018/19 - A&B Local targets have been met in 2 out of the 4 area teams. Performance is however affected by the severely depleted resources within the MAKI team which has necessitated prioritisation on processing statutory applications ahead of responding to pre-application enquiries.
Householder Planning Apps: Ave no of Weeks to Determine - B&C (Planning Applications)	●	↓	8.0 Wks	7.0 Wks	8.0 Wks	7.3 Wks	Peter Bain	FQ3 2018/19 - B&C The performance target of 8 weeks was met for the 5th consecutive quarter.
								FQ2 2018/19 - B&C Performance target met for the 4th consecutive quarter.
Householder Planning Apps: Ave no of Weeks to Determine - ABC (Planning Applications)	●	↓	8.0 Wks	7.6 Wks	8.0 Wks	7.4 Wks	Peter Bain	FQ3 2018/19 - A&B Householders applying for planning permission in Argyll and Bute continue to receive good service. Performance has remained below the 8 week determination target for over five years now.
								FQ2 2018/19 - A&B Householders applying for planning permission in Argyll and Bute continue to receive good service.

B&C Area Scorecard FQ3 2018-19

Performance element	Status	Trend	Target FQ2 18/19	Actual FQ2 18/19	Target FQ3 18/19	Actual FQ3 18/19	Owner	Comments
Corporate Outcome No.6 - We have infrastructure that supports sustainable growth								
Street lighting - percentage of faults repaired within 10 days - B&C (Street Lighting - Maintenance)	●	↓	75.0%	74.0%	75.0%	38.0%	Kevin McIntosh	FQ3 2018/19 - B&C Performance figures demonstrate a reduced performance from that which was achieved in FQ2 with recent sickness absence and annual leave hampering our ability to attend dark lamps in this particular locus. Our ability to utilise staff and an electrician from another area was limited due to Christmas light installations and some major faults affecting large number of street lights in a single locus/area. Cabling faults requiring dig ups and repairs meant that dark lamps could not be attended within desired timeframes. Recruitment exercise is being undertaken that will be the squad back to full strength and enable repair timescales to be better achieved.
								FQ2 2018/19 - B&C This area continues to perform well and having benefitted from the LED project, the reliability of lighting and improved in the Bute and Cowal Locus with any dark lamps being attended timeously.
RA14_05- Percentage of street lighting repairs completed within 10 days (Street Lighting - Maintenance)	●	↓	75.0%	94.0%	75.0%	25.0%	Kevin McIntosh	FQ3 2018/19 - A&B Due to transformation, overdue jobs have increased slightly. Vacancies are being filled, therefore there will be a focus on reducing the overdue jobs.
								FQ2 2018/19 - A&B Overall performance has improved, though sickness absence has had an effect in western domains. Full compliment of staff and operatives should be available from Monday 22nd October. We would look to see continuous improvement in FQ3. Performance 66.67% When the LED project is completed it will allow staff resources to deal with lighting timescales.
Shanks - Percentage of Waste Recycled, Composted & Recovered (Waste Management Performance)		↓	No Target	50.0%	No Target	45.0%	John Blake	FQ3 2018/19 - Waste PPP Area 45% recycled ,composted and recovered in Q3 (28.9% recycling/composting and 16.1% recovery). Year to date figure is 49.5% (31.6% recycling/composting and 17.9% recovery).
								FQ2 2018/19 - Waste PPP Area 50% recycling, composting and recovery in Q2 (32.9% recycling/composting and 17.1% recovery). Year to date is 52.2% (33.9% recycling/composting and 18.3% recovery).
Islands - Percentage of Waste Recycled, Composted & Recovered (Waste Management Performance)		↓	No Target	42.7%	No Target	32.4%	John Blake	FQ3 2018/19 - Islands. 32.4% recycling ,composting and recovery in Q3 . Year to date figure is 34.9% .
								FQ2 2018/19 - Islands. 42.7% recycling and composting in Q2 . Year to date is 35.9% recycling and composting.
H&L - Percentage of Waste Recycled, Composted & Recovered (Waste Management Performance)		↓	No Target	53.3%	No Target	52.6%	John Blake	FQ3 2018/19 - H&L 52.6% recycling ,composting and recovery (44.8% recycling/composting plus 7.8% recovery). Year to date figure is 49.7% (41.4% recycling/composting plus 8.3% recovery).
								FQ2 2018/19 - H&L 53.3% recycling ,composting and recovery in Q2 (45.6% recycling/composting and 7.7% recovery). Year to date is 48.3% (39.8% recycling/composting and 8.5% recovery).
RA24_02- Percentage of waste recycled, composted and recovered. (Waste Management Performance)	●	↓	40.0 %	50.3 %	40.0 %	46.4	John Blake	FQ3 2018/19 - A&B 46.4% recycling, composting and recovery in Q3 (34.3% recycling/composting and 12.1% recovery). Year to date figure is 48.3% recycling, composting and recovery (34.9% recycling/composting and 13.4% recovery)
								FQ2 2018/19 - A&B 50.3% recycling, composting and recovery in Q2 (37.9% recycling/composting and 12.4% recovery). Year to date is 49.6% (35.8% recycling/composting and 13.8% recovery).

B&C Area Scorecard FQ3 2018-19

Performance element	Status	Trend	Target FQ2 18/19	Actual FQ2 18/19	Target FQ3 18/19	Actual FQ3 18/19	Owner	Comments
Total number of Complaints regarding Waste Collection - B&C Bute (Streetscene B&C)		↓	No Target	2	No Target	1	Tom Murphy	FQ3 2018/19 - Bute During the FQ3 period there was only 1 complaint registered in relation to the waste collection and recycling collections on the Island of Bute. This is an excellent level of service taking into account the number of domestic and commercial premises that the service currently uplifts from
								FQ2 2018/19 - Bute During the FQ2 period there were 2 complaints registered in relation to the waste collection and recycling collections on the island of Bute. This is an excellent level of service taking into account the number of domestic and commercial premises that the service currently uplifts from.
Total number of Complaints regarding Waste Collection - B&C Cowal (Streetscene B&C)		⇒	No Target	2	No Target	2	Tom Murphy	FQ3 2018/19 - Cowal During the FQ3 period there were 2 complaints registered in relation to the waste collection and recycling collections in the Cowal area, this is an excellent level of service considering the number of domestic and commercial premises that the service currently uplifts from
								FQ2 2018/19 - Cowal During the FQ2 period there were 2 complaints registered in relation to the waste collection and recycling collections in the Cowal area, this is an excellent level of service considering the number of domestic and commercial premises that the service currently uplifts from.
Total number of Complaints regarding Waste Collection - A&B (StreetScene)		↓	No Target	31	No Target	15	Tom Murphy	FQ3 2018/19 - A&B The total number of service complaints are lower this period than last which is very good given the inclement weather and vehicle breakdowns that occurred. In general terms all collections were carried out although in some areas they may have been a couple of days late. Where collections were running late this information was posted on the Council's web page to inform the public.
								FQ2 2018/19 - A&B Service complaints are low in comparison to roll out period of 3 weekly collection and we continue to provide a good service to the public

B&C Area Scorecard FQ3 2018-19

Performance element	Status	Trend	Target FQ2 18/19	Actual FQ2 18/19	Target FQ3 18/19	Actual FQ3 18/19	Owner	Comments
Making It Happen								
B&C Teacher Absence (Education Other Attendance)	●	↓	1.50 Avg. days lost	0.46 Avg. days lost	1.50 Avg. days lost	1.29 Avg. days lost	Anne Paterson	<p>FQ3 2018/19 - B&C Whilst there was a slight increase this quarter, the measure remains within target</p> <p>FQ2 2018/19 - B&C B&C Continuing positive trend in good teacher attendance.</p>
A&B Teacher Absence (HR1 - Sickness absence ABC)	●	↓	1.50 Avg. days lost	1.05 Avg. days lost	1.50 Avg. days lost	1.48 Avg. days lost	Anne Paterson	<p>FQ3 2018/19 - A&B Whilst there was an increase this quarter, this measure remains within target. FQ3 is the quarter in which we see seasonal absences due to colds and flus and this</p> <p>FQ2 2018/19 - A&B Overall a positive trend, still well within target.</p>
B&C LGE Staff Absence (HR1 - Sickness absence ABC)	●	↓	2.36 Avg. days lost	4.39 Avg. days lost	2.36 Avg. days lost	4.99 Avg. days lost	Jane Fowler	<p>FQ3 2018/19 - B&C This measure is off target again this quarter. We would expect to see some seasonal increase in absence related to colds/flu in FQ3. All services apart from Education non-teaching staff are showing performance outwith the target, with the Health and Social Care Partnership highest. Employees with roles in catering or social care are not able to fulfil their duties if they have an infection and this impacts on attendance particularly in this quarter. We also recognise that during times of change, there is increased stress related absence amongst staff and note that the HSCP is undergoing significant change as well as the budget related changes being implemented in other service areas.</p> <p>FQ2 2018/19 - B&C B&C An increase this quarter and absence is above target. Overall absence rates show an increase in medical related absences which can be attributed in part to an aging workforce. We are also seeing higher levels of absence in the health and social care partnership across the area. Evidence shows that change can result in higher levels of stress related absence. It should also be noted that care workers and catering staff may exhibit higher rates of absence because if they have infections, they have a responsibility not to put their customer or clients at risk.</p>
A&B LGE Staff Summary - Combined Office & Non Office (HR1 - Sickness)	●	↑	2.36 Avg. days lost	3.64 Avg. days lost	2.36 Avg. days lost	3.60 Avg. days lost	Jane Fowler	<p>FQ3 2018/19 - A&B Although this quarter's performance has not been within target, there has been a very slight reduction in absence overall. This is positive, given that the trend in FQ3 is for increased absence related to seasonal infections. These impact more on services that are customer facing, such as social care or catering. The Council continues to deliver on the attendance management procedures, ensuring that managers have up to date information on staff absence, are prompted to complete return to work interviews and can support their staff in accessing Occupational Health or Employee Assistance Programme support. Overall in local government, there is an increase in absence year on year. Some councils perform better than others by employing a dedicated absence management HR team to support managers. Argyll and Bute is in the 4th quartile for LGE staff in the most recent benchmarking report. Overall we are seeing increasing numbers of long term, medical related absences, attributed in part to an aging workforce. Stress related absence remains relatively high, in common with other Councils and we have a range of support mechanisms, as outlined above, to manage this.</p> <p>FQ2 2018/19 - A&B A&B For the third consecutive quarter LGE staff absence is above target. Overall absence rates show an increase in medical related absences which can be attributed in part to an aging workforce. We are also seeing higher levels of absence in the health and social care partnership across the area. Evidence shows that change can result in higher levels of stress related absence. It should also be noted that care workers and catering staff may exhibit higher rates of absence because if they have infections, they have a responsibility not to put their customer or clients at risk. The Council is working on preventative measures, including mental health first aiders, information on wellbeing initiatives, promoting stress risk assessments and we are currently working on an action plan to take forward activities highlighted in a recent employee Wellbeing Survey.</p>

Bute and Cowal Area Scorecard FQ3 2018/19



B&C Area Scorecard 2018-19
FQ3 18/19

'Making Argyll and Bute a place people choose to live, learn, work and do business'

Corporate Outcome - People live active, healthier and independent lives

Number of affordable social sector new builds - B&C
Actual 0 ■
Target 0 ↕

PR26_01-Number of new affordable homes completed per annum.
Actual 62 ■
Target 62
Benchmark 80 ↕

Corporate Outcome - People live in safer and stronger communities

Car Parking income to date - B&C
Actual £ 68,611 ■
Target £ 64,389 ↕

Car Parking income to date - A&B
Actual £ 800,441 ■
Target £ 834,808 ↕

B&C - Number of Parking Penalty Notices Issued
Actual 193 ↕

A&B - Number of Parking Penalty Notices Issued
Actual 1,246 ↕

Dog fouling - total number of complaints B&C
Actual 27 ■
↕

Dog fouling - total number of complaints A&B
Actual 56 ■
Target 78 ↕

LEAMS - B&C Bute
Actual 89
Target ↕

LEAMS - Argyll and Bute monthly average
Actual 80 ■
↕

LEAMS - B&C Cowal
Actual 78
Target ↕

Corporate Outcome - The economy is diverse and thriving

Householder Planning Apps: Ave no of Weeks to Determine - B&C
Actual 7.3 Wks ■
Target 8.0 Wks ↕
Benchmark 7.4 Wks

Householder Planning Apps: Ave no of Weeks to Determine - A&B
Actual 7.4 Wks ■
Target 8.0 Wks ↕
Benchmark

% of Pre-Application enquiries processed within 20 working days - B&C
Actual 87.0 % ■
Target 75.0 % ↕
Benchmark 69.0 %

% of Pre-application enquiries processed within 20 working days - A&B
Actual 69.0 % ■
Target 75.0 % ↕

Corporate Outcome - Education, skills and training maximises opportunities for all

HMIE positive Secondary School Evaluations - B&C
Actual 0 % ■
Target 0 % ↕

Percentage of pupils with positive destinations - A&B
Actual
Target 92.0 %

Corporate Outcome - We have infrastructure that supports sustainable growth

Total number of Complaints regarding Waste Collection - B&C Bute
Actual 1 ↕

Total number of Complaints regarding Waste Collection - A&B
Actual

Total number of Complaints regarding Waste Collection - B&C Cowal
Actual 2 ↕

Shanks - Percentage of Waste Recycled, Composted & Recovered
Actual 45.0 % ↕

Islands - Percentage of Waste Recycled, Composted & Recovered
Actual 32.4 % ↕

RA24_02-Percentage of waste recycled, composted and recovered.
Actual 46.4 % ■
Target 40.0 % ↕
Benchmark 42.0 %

H&L - Percentage of Waste Recycled, Composted & Recovered
Actual 52.6 % ↕

Street lighting - B&C percentage of faults repaired within 10 days
Actual 38 % ■
Target 75 % ↕

RA14_05-Percentage of street lighting repairs completed within 10 days
Actual 25 % ■
Target 75 % ↕

Making It Happen

B&C Teacher Absence
Actual 1.29 Days ■
Target 1.50 Days ↕

A&B Teacher Absence
Actual 1.48 Days ■
Target 1.50 Days ↕

B&C LGE Only
Actual 4.99 Days ■
Target 2.36 Days ↕

A&B LGE Staff Summary - Combined Office & Non Office
Actual 3.60 Days ■
Target 2.36 Days ↕



B&C Area Scorecard 2018-19

FQ3 18/19

'Making Argyll and Bute a place people choose to live, learn, work and do business'

Corporate Outcome - People live active, healthier and independent lives

Number of affordable social sector new builds - B&C	Actual	0	
	Target	0	

PR26_01-Number of new affordable homes completed per annum.	Actual	62	
	Target	62	
	Benchmark	80	

'Making Argyll and Bute a place people choose to live, learn, work and do business'

Corporate Outcome - People live in safer and stronger communities

Car Parking income to date - Actual £ 68,611 G
 B&C Target £ 64,389 ↑

Car Parking income to date - Actual £ 800,441 R
 A&B Target £ 834,808 ↑

Dog fouling - total number of Actual 27 G
 complaints B&C ↓

Dog fouling - total number of Actual 56 G
 complaints A&B ↓

LEAMS - B&C Bute Actual 89 ↑
 Monthly Data September 2018

LEAMS - Argyll and Bute Actual 80 G
 monthly average ↑

LEAMS - B&C Cowal Actual 78 ↑
 Monthly Data September 2018

B&C - Number of Parking Actual 193 ↓
 Penalty Notices Issued

A&B - Number of Parking Actual 1,246 ↓
 Penalty Notices Issued

'Making Argyll and Bute a place people choose to live, learn, work and do business'

Corporate Outcome - The economy is diverse and thriving

Householder Planning Apps:	Actual	7.3 Wks	G
Ave no of Weeks to Determine - B&C	Target	8.0 Wks	↓
	Benchmark	7.4 Wks	

Householder Planning Apps: Ave	Actual	7.4 Wks	G
no of Weeks to Determine - ABC	Target	8.0 Wks	↓
	Benchmark		

% of Pre-Application enquiries processed within 20 working days - B&C	Actual	87.0 %	G
	Target	75.0 %	↓

% of Pre-application enquiries processed within 20 working days - A&B	Actual	69.0 %	R
	Target	75.0 %	↑



B&C Area Scorecard 2018-19

FQ3 18/19

'Making Argyll and Bute a place people choose to live, learn, work and do business'

Corporate Outcome - Education, skills and training maximises opportunities for all

HMIE positive Secondary
School Evaluations - B&C

Actual	0 %	
Target	0 %	

Percentage of pupils with
positive destinations - A&B

Actual	94.7 %	
Target	92.0 %	

'Making Argyll and Bute a place people choose to live, learn, work and do business'

Making It Happen

B&C Teacher Absence	Actual	1.29 Days	G
	Target	1.50 Days	↓

A&B Teacher Absence	Actual	1.48 Days	G
	Target	1.50 Days	↓

B&C LGE Only	Actual	4.99 Days	R
	Target	2.36 Days	↓

A&B LGE Staff Summary - Combined Office & Non Office	Actual	3.60 Days	R
	Target	2.36 Days	↑

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ARGYLL AND BUTE COUNCIL

**BUTE AND COWAL AREA
COMMITTEE**

**DEVELOPMENT AND
INFRASTRUCTURE SERVICES**

5 MARCH 2019

FESTIVE LIGHTING UPDATE

1.0 EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to update members on the delivery of festive lighting across Bute and Cowal in 2018, as well as the community handover arrangements now that the Council is ceasing to provide this non-statutory service.
- 1.2 Overall the outlook is very positive, and it is expected that community arrangement in place, at least in principle, by the end of this financial year. Each situation is slightly different from the last in terms of the historic provision; as well as the mix of skills, funding and capacity available to communities, with the result that this is a complex piece of work.

RECOMMENDATIONS

Members are asked to:

- Note the contents of this report;
- Agree that Port Bannatyne should be added to the list of Bute and Cowal communities to be considered for festive funding, on the basis that the Council has historically provided ad-hoc support to the project.

ARGYLL AND BUTE COUNCIL
**BUTE AND COWAL AREA
COMMITTEE**
**DEVELOPMENT AND
INFRASTRUCTURE**
5 MARCH 2019

FESTIVE LIGHTING UPDATE

2.0 INTRODUCTION

- 2.1 This report provides Members with an update on the delivery of festive lighting across Bute and Cowal in 2018. The overall programme saw a mix of council-led and community-led festive lighting displays.
- 2.2 As per the Budget decision of February 2016, the Council is no longer in a financial position to deliver festive lighting. Community handovers are at various stages, with some complete and some still in progress.

3.0 RECOMMENDATIONS

Members are asked to:

- 3.1 Note the contents of this report; and
- 3.2 Agree that Port Bannatyne should be added to the list of Bute and Cowal communities to be considered for festive funding, on the basis that the Council has historically provided ad-hoc support to the project.

4.0 DETAIL
4.1 DELIVERY OF FESTIVE LIGHTING 2018

4.1.1 Festive lighting in Bute and Cowal was delivered as follows:

Town/village	Delivery mechanism		Comments
	Council	Community	
Dunoon		Dunoon Presents (PA23 BID) delivered this event via local contractor John Brown (Strone)	The BID received funding of £8,000 from ABC.
Rothesay	ABC delivery		The switch on event

			<p>itself in Rothesay was cancelled due to adverse weather.</p> <p>No community delivery partner has been identified in Rothesay, however, a number of options are being considered.</p>
Innellan		Community Council	Previously established community delivery method e.g. pre-2016
Sandbank		Community Council	Previously established community delivery method e.g. pre-2016
Port Bannatyne		Christmas Committee	<p>This is an addition to lists reported previously to members.</p> <p>There is a pre-2016 community event in this area, however, this has been added for the sake of completeness because the Council had historically provided some assistance to this event, with the result that local members might wish to consider allocating some of the remaining funds to this group.</p>

4.2 FINANCIAL POSITION

4.2.1 The estimated balance of the B&C festive fund is noted in the table below. The total costs are not fully reconciled in the ledger because timesheets require to be verified and final invoices are awaited from suppliers/sub-contractors. The exact balances will be available after the end of the financial year.

Area	2017/18 spend	2018/19 budget	2018/19 spend (or committed)	Balance
BC	27,345	24,557	8,000 in grants Repairs and labour TBC	c. 11,000

4.2.2 The Environment, Development and Infrastructure Committee, at its meeting of 7 March 2018, will consider a paper on festive lighting which includes a suggested guide for area committees to use in order to establish their pro-rata allocation of the remaining funds.

5.0 CONCLUSION

5.1 The project to transition from Council-led to community-led festive lighting across Argyll and Bute is approaching a successful conclusion. Lighting events were delivered successfully in Bute and Cowal in 2018 via a mix of Council and community groups. In the case of Rothesay, where there is no identified group, steps are being taken to engage with potential partners.

6.0 IMPLICATIONS

- 6.1 Policy – none (ref Budget February 2016).
- 6.2 Financial – EDI is considering a model for the disbursement of remaining funds
- 6.3 Legal – there is a template agreement for groups to sign up to which make the roles and responsibilities of both parties clear.
- 6.4 HR – none
- 6.5 Equalities – none
- 6.6 Risk – there is a risk that in future years community partners may approach the Council to fund their events due to a lack of independent revenue streams or external funding.
- 6.7 Customer Service – none

Executive Director of Development and Infrastructure, Pippa Milne
Policy Lead for Roads and Amenity Services, Cllr Roddy McCuish

11/2/19

For further information contact: Mark Calder, Project Manager, on 01546 604756

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ARGYLL AND BUTE COUNCIL

BUTE AND COWAL AREA
COMMITTEE

DEVELOPMENT AND
INFRASTRUCTURE SERVICES

5TH MARCH 2019

ROTHESAY WAR MEMORIAL – ADDITIONAL INSCRIPTION REQUEST

1.0 EXECUTIVE SUMMARY

- 1.1 The Council has received a request for an additional inscription to be added to the Rothesay War Memorial. This in recognition of Margaret Davidson of Arden Craig Cottage, Bute, who is listed among the Scottish Voluntary Aid Detachment Casualties of WW1 commemorated on the Scottish National War Memorial at Edinburgh Castle. Margaret, who is honoured on British national memorials, is not remembered officially on Bute. This report seeks to remedy this and include Margaret's name on the Rothesay War Memorial.
- 1.2 The Council has responsibility for maintenance of certain war memorials across Argyll and Bute. The Rothesay War Memorial is one of those memorials for which the Council has responsibility for.
- 1.3 It is recommended that Members approve the request for the additional inscription and instruct Roads and Amenity Services to arrange for the inscription to be added.

ARGYLL AND BUTE COUNCIL

BUTE AND COWAL AREA
COMMITTEE

DEVELOPMENT AND
INFRASTRUCTURE SERVICES

5TH MARCH 2019

ROTHESAY WAR MEMORIAL – ADDITIONAL INSCRIPTION REQUEST

2.0 INTRODUCTION

- 2.1 The Council has received a request for an additional inscription to be added to the Rothesay War Memorial.

3.0 RECOMMENDATIONS

- 3.1 It is recommended that Members approve the request for the additional inscription and instruct Roads and Amenity Services to arrange for the inscription to be added.

4.0 DETAIL

- 4.1 The Council received a request, the detail of which is as follows:

“Margaret Davidson of Arden Craig Cottage, Bute, is listed among the Scottish VAD Casualties of WW1 commemorated on the Scottish National War Memorial at Edinburgh Castle. A member of the Women’s Services, her unit name given as Scottish Branch of the British Red Cross Society. She is also memorialised in York Minster on a beautiful window and screen dedicated to the women of the Empire who fell in the Great War. The inscriptions, which were carefully investigated and not approved until the mid-nineteen-twenties, list her among the members of the Voluntary Aid Detachments who lost their lives on active service. And in Rothesay she is remembered on a plaque in St Paul’s Episcopal Church. “In grateful remembrance of the men of St Paul’s who fell during the Great War.” The church, on the corner of Dean Hood Place, is often open and the plaque can be seen on the wall towards the altar on the left side. You find her name given last, out of alphabetical order.

Margaret Davidson died on 19th August 1917 of a cerebral embolism, valvular heart disease and rheumatism. She was twenty-one years old. Whatever theatre of war she was working in she must have had a very hard time. Each of these conditions on their own would have

debarred her if present when she joined the Red Cross. The funeral rolls of St Paul's Church record her burial on 22nd August 1917. On her gravestone in the graveyard of the High Kirk is written: Sacred to the memory of Margaret Wood Davidson 16655 Red+, VAD Died 19th August 1917 aged 21 years.

Below her are listed her two younger brothers. John James had emigrated to Canada, joined the 96th Canadians and died in an epidemic of spinal meningitis in Camp Hughes, Manitoba, on 13th July 1916. He was eighteen years old and four months into his initial training. Unlike Margaret, John, not having died on active service is not listed on the Scottish National War Memorial. He is listed, however, on the Rothesay Memorial and the commemorative book held in the Bute Museum.

Under their names, their parents have written, THEY DID WHAT THEY COULD.

George, six years younger than Margaret, also emigrated, and I believe, joined a Latin American country's Navy - possibly Brazil which operated in the north Atlantic. He is honoured on the Rothesay Second World War memorial, his death given as 28th January 1941.

Of the three who gave their lives, only Margaret, who is honoured on British national memorials is not remembered, officially, on Bute. Perhaps, in this centenary year, it is time to remedy this.

Their parents, John Joseph, a gardener at Arden Craig and his wife Barbara Janet had a youngest child, also Barbara, who married and moved to England. John Joseph and Barbara Janet outlived their three older children by many years. On the death of her husband in 1947, Barbara Janet moved to live with her remaining daughter. She died aged ninety in 1960. Her daughter died aged ninety four in 2004, eighty seven years after her elder sister, Margaret.”

- 4.2 The Council has made contact with both the Royal British Legion and the Commonwealth War Graves Commission to advise them of this request. Both of these organisations have not raised any objection for the inscription to be progressed. Both organisations have confirmed they have no remit at this location.
- 4.3 Local Members have been consulted on the proposals, no objections have been received.
- 4.4 The Community Council have also been contacted but at the date of writing, have not responded.
- 4.5 If agreed, Roads and Amenity Services would appoint a specialist contractor to carry out the works required. The works are not expected to exceed £500. The costs would be met from existing budget.

5.0 CONCLUSION

- 5.1 This report provides an update on a request for an additional inscription to be added to Rothesay War Memorial. This report recommends that the inscription is added to the war memorial. Consultation has been carried out with the Royal British Legion, Commonwealth War Graves Commission, the Community Council and local Members.

6.0 IMPLICATIONS

- 6.1 Policy – none known
- 6.2 Financial – as detailed in report, costs to be met from existing budgets
- 6.3 Legal – none known
- 6.4 HR – none known
- 6.5 Equalities / Fairer Scotland Duty – none known
- 6.6 Risk – none known
- 6.7 Customer Service – none known

Executive Director of Development and Infrastructure Pippa Milne
Policy Lead Councillor Roddy McCuish
January 2019

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

ARGYLL AND BUTE COUNCIL**BUTE AND COWAL AREA
COMMITTEE****DEVELOPMENT AND
INFRASTRUCTURE SERVICES****5 MARCH 2019**

DUNOON CARS – RECOMMENDATION OF AWARDS

1.0 EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to ask Members to approve grant offers towards the full-scale repair of a tenement property and three shopfront improvements.
- 1.2 The cumulative value of grant is three hundred and twenty thousand, two hundred and sixty-seven pounds (£320,267), and would be made available through Dunoon Conservation Area Regeneration Scheme (CARS).
- 1.3 The grant awards are based on fully tendered works and will support the delivery of the approved outcomes, as agreed by Historic Environment Scotland.
- 1.4 Dunoon CARS is being delivered over a 5-year period, and will conclude on 31 March 2022. A full funding package of £1.5m is in place, with expenditure monitored on a regular basis. There is currently sufficient funds in place to make the following recommended awards under the scheme.

2.0 RECOMMENDATIONS

- 2.1 It is recommended that Bute and Cowal Area Committee:
- 2.2 Approve the following grant offers:
- a) Up to £200,000 to the 2 property owners of 65-67 Argyll Street
 - b) Up to £27,192 to the owner of Kent's the Butchers, 95 Argyll Street
 - c) Up to £43,074 to the owner of Gibson's Electrical, 96 Argyll Street
 - d) Up to £50,000 to the owner of Bookpoint, 2a Ferry Brae

ARGYLL AND BUTE COUNCIL

BUTE AND COWAL AREA
COMMITTEE

DEVELOPMENT AND
INFRASTRUCTURE SERVICES

5 MARCH 2019

DUNOON CARS – RECOMMENDATION OF AWARDS

3.0 INTRODUCTION

- 3.1 The purpose of this report is to ask Members to agree grant awards to the property owners of four properties through Dunoon Conservation Area Regeneration Scheme (CARS).
- 3.2 The cumulative value of grant amounts to three hundred and twenty thousand, two hundred and sixty-seven pounds (£320,267). The awards represent grants towards the improvement of three shopfronts and the repair of one tenement building.
- 3.3 Grant is based on the lowest tender returns from competitive tender exercises and has been calculated at 80% of the total eligible costs of each project. In the case of the tenement property, grant would be shared equally between the two property owners.
- 3.4 The applications have been assessed against, and are fully compliant with, Dunoon CARS project criteria, and have been agreed by Historic Environment Scotland.

4.0 RECOMMENDATIONS

- 4.1 It is recommended that Bute and Cowal Area Committee:
- 4.2 approve the following grant offers:
- a) Up to £200,000 to the 2 property owners of 65-67 Argyll Street
 - b) Up to £27,192 to the owner of Kent's the Butchers, 95 Argyll Street
 - c) Up to £43,074 to the owner of Gibson's Electrical, 96 Argyll Street
 - d) Up to £50,000 to the owner of Bookpoint, 2a Ferry Brae

5.0 DETAIL

- 5.1 Dunoon CARS is a partnership project between Argyll and Bute Council and Historic Environment Scotland. As a heritage-led grants administration programme, the project seeks to safeguard Dunoon's heritage by supporting property owners return their buildings and shopfronts to a good state of repair, which in turn increases the attractiveness of Dunoon's town centre.
- 5.2 65-67 Argyll Street has been identified as a priority project for Dunoon CARS. Further to thorough analysis of the repair needs of the building, a substantial sum has been ring-fenced to support the owners comprehensively repair the property, the total cost of which is £250,000.
- 5.3 The property owners have formed an owners' association and have opened a joint bank account to support the works and the continued maintenance of the property subsequent to their completion.
- 5.4 The works are due to commence on site in late spring/early summer 2019 and will encompass the full fabric repair of the building incorporating slated roof works, lead work, stone work, cast iron goods, associated timber repairs and rot works to roof and replacement and refurbishment of windows, doors and roof light (planning reference: 18/02407/PP). Traditional materials and methods of repair will be used to ensure best practice and to align with Historic Environment Scotland's Advisory Standards of Repair.
- 5.5 Project costs are based on a competitive tender process. CARS grant will represent 80% of total eligible costs. The property owners are therefore responsible for meeting the remaining 20%, as well as all ineligible costs such as any internal works, or VAT where the property owner is VAT registered.
- 5.6 Property owners are required to ensure their contribution to the project is in place prior to the start of works. Evidence of this will be requested prior to the inception meeting and also prior to any drawdown of grant. This provides assurances that the contractor will be paid in full and reduces any risk of delay to the project.
- 5.7 The grant award of £200,000 to support the comprehensive repair of 65-67 Argyll Street would represent the first award made by Dunoon CARS.
- 5.8 In addition to the priority project, and further to a call for applications, three shopfront improvement schemes are recommended to benefit from grant as part of the CARS project. The recommendation for grant represents the three highest scoring applications, based on the scoring mechanism outlined within a paper outlining project governance, seen before Bute and Cowal Area Committee on 5 December 2017. Should project finance allow, there may be opportunity to invite submissions from the unsuccessful applications at a later date and property owners would be contacted in this case.
- 5.9 The three shopfronts recommended to benefit from grant at present are as

follows:

Shop	Works	Planning reference	Grant at 80% of total eligible works
Kent's the Butchers	Refurbishment of shopfront	18/02510/PP	£27,192
Gibson's Electrical	Fabric repair, enhancement of shopfront and reinstatement of traditional awning and gate	18/02463/PP	£43,074
Bookpoint	Alterations and fabric repairs to shopfront	18/02368/PP	£50,000

- 5.10 The costs are based on the lowest tender returns from a competitively tendered procurement exercise.
- 5.11 Dunoon CARS is being delivered over a 5-year period, and will conclude on 31 March 2022. A full funding package of £1.5m is in place, with expenditure monitored on a regular basis. There is currently sufficient funds in place to make the recommended awards under the scheme.

6.0 CONCLUSION

- 6.1 The grant awards will safeguard a prominent historic property that has been identified as a priority for the project and will also enhance the look and feel of Dunoon's principal shopping street. These awards will go some way to meeting the Dunoon CARS programme outcomes.

7.0 IMPLICATIONS

- 7.1 Policy - The Outcome Improvement Plan and Local Development Plan support town centre regeneration and a diverse and thriving economy.
- 7.2 Financial – There is sufficient funding within the Dunoon CARS budget to support the following grant awards:
- Up to £200,000 to the 2 property owners of 65-67 Argyll Street
 - Up to £27,192 to the owner of Kent's the Butchers, 95 Argyll Street
 - Up to £43,074 to the owner of Gibson's Electrical, 96 Argyll Street
 - Up to £50,000 to the owner of Bookpoint, 2a Ferry Brae

All grant funding is in place as part of the Dunoon CARS Round 7 budget, including the Historic Environment Scotland grant of £1,002,348, and the Argyll and Bute Council contribution of £500,000.

Of the £1.5m budget, £74,145 has been spent to date.

Taking into account property owner's contributions to the project, the investment to Dunoon's town centre over the 5-year period is estimated to be in the region of £1.9m.

To satisfy audit requirements, an update on the overall financial position of the scheme is also provided to the Environment, Development and Infrastructure Committee on a six monthly basis.

- 7.3 Legal - Grant contracts will be provided to third parties.
- 7.4 HR - A dedicated project officer has been recruited for the duration of the project. Staff salaries are included within the project budget.
- 7.5 Equalities / Fairer Scotland Duty - None
- 7.6 Risk - That grant schemes are undersubscribed or that projects run over time or budget. These risks will be carefully monitored and mitigation measures introduced on a case by case basis.
- 7.7 Customer Service - The council is responsible for administering the CARS grants on behalf of HES and for ensuring due diligence in the performance of its duties.

Executive Director of Development and Infrastructure, Pippa Milne

Policy Lead, Sustainable Economic Growth, Councillor Aileen Morton

22 January 2019

For further information contact:

Lorna Pearce, Senior Development Officer
Transformation Projects and Regeneration Team
Tel: 01700 501374



APPENDICES

1. Map

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Legend

-  CARS Boundary Area
-  Grant Offers



Dunoon CARS

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February 2019

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Bute and Cowal Area Committee Workplan 2019-20

Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
June 2019					
4 June 2019	Performance Review - Area Scorecard	Improvement and HR – Sonya Thomas	Quarterly report	10 May 2019	
4 June 2019	Roads and Amenity Services Update	Roads and Amenity Services – Jim Smith	Quarterly report	10 May 2019	
4 June 2019	Primary School Report 2018/19 - Bute and Cowal	Education Services	Annual Report	10 May 2019	
4 June 2019	Cruach Mor and Clachan Flats Wind Farm Trusts	Governance and Law – Stuart McLean	Annual Report	10 May 2019	
4 June 2019	Rothsay Pavilion Progress	Development and Infrastructure Services - Jonathan Miles	Quarterly report	10 May 2019	
September 2019					
3 September 2019	Performance Review - Area Scorecard	Improvement and HR – Sonya Thomas	Quarterly report		
3 September 2019	Roads and Amenity Services Update	Roads and Amenity Services – Jim Smith	Quarterly report		
3 September 2019	Rothsay Pavilion Progress	Development and Infrastructure Services -	Quarterly report		

**Bute and Cowal Area Committee
Workplan 2019-20**

Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
		Jonathan Miles			
December 2019					
3 December 2019	Performance Review - Area Scorecard	Improvement and HR – Sonya Thomas	Quarterly report	8 November 2019	
3 December 2019	Roads and Amenity Services Update	Roads and Amenity Services – Jim Smith	Quarterly report	8 November 2019	
3 December 2019	Rothesay Pavilion Progress	Development and Infrastructure Services - Jonathan Miles	Quarterly report	8 November 2019	
3 December 2019	Secondary School Report - Dunoon Grammar School	Report by Head Teacher	Annual Report	8 November 2019	
3 December 2019	Secondary School Report - Tobermory High School	Report by Head Teacher	Annual Report	8 November 2019	
3 December 2019	Secondary School Report - Tiree High School	Report by Head Teacher	Annual Report	8 November 2019	
3 December 2019	ACHA Annual Update	Chief Executive, ACHA	Annual Report	8 November 2019	
3 December 2019	Charity and Trust Funds	Finance Manager, Strategic Finance	Annual Report	8 November 2019	
March 2020					
3 March 2020	Performance Review - Area	Improvement and HR – Sonya	Quarterly report	7 February 2020	

**Bute and Cowal Area Committee
Workplan 2019-20**

Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
	Scorecard	Thomas			
3 March 2020	Roads and Amenity Services Update	Roads and Amenity Services – Jim Smith	Quarterly report	7 February 2020	
3 March 2020	Rothesay Pavilion Progress	Development and Infrastructure Services - Jonathan Miles	Quarterly report	7 February 2020	
June 2020					
2 June 2020	Performance Review - Area Scorecard	Improvement and HR – Sonya Thomas	Quarterly report	8 May 2020	
2 June 2020	Roads and Amenity Services Update	Roads and Amenity Services – Jim Smith	Quarterly report	8 May 2020	
2 June 2020	Rothesay Pavilion Progress	Development and Infrastructure Services - Jonathan Miles	Quarterly report	8 May 2020	
2 June 2020	Primary School Report 2018/19 - Bute and Cowal	Education Services	Annual Report	8 May 2020	
2 June 2020	Cruach Mor and Clachan Flats Wind Farm Trusts	Governance and Law – Stuart McLean	Annual Report	8 May 2020	
Business Day's					
Business Day	Public Conveniences		One Off		D&I Mark Calder
Business Day	Community Cllrs/		One Off		To identify

**Bute and Cowal Area Committee
Workplan 2019-20**

Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
	Community Trusts to be invited to Business Day				synergies/ways to work better to reduce duplication/enhance community output/gains
Business Day	Police Scotland Invitation	B&C Area Chair	One Off		
Business Day	Update on ASN provision in B&C	Gerry Geoghegan	One Off		

ARGYLL AND BUTE COUNCIL

Bute and Cowal Area Committee

**DEVELOPMENT & INFRASTRUCTURE
SERVICES**

5th March 2019

Rothesay Pavilion Progress Report.

1.0 EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to provide members with a progress update on the Rothesay Pavilion Adaptive Restoration and Extension Works project, being delivered by CBC Ltd (CBC).

2.0 RECOMMENDATIONS

Bute and Cowal Area Committee is asked to consider and note:

- 2.1 The progress update provided in this report.
- 2.2 The financial performance of the project, as set out in Appendix 1 to this Report.

ARGYLL AND BUTE COUNCIL

Bute and Cowal Area Committee

**DEVELOPMENT & INFRASTRUCTURE
SERVICES**

5th March 2019

Rothesay Pavilion Progress Report

3.0 INTRODUCTION

- 3.1 The project comprises the comprehensive refurbishment of the grade A listed Rothesay Pavilion which is a key component of the Council's ambitious and forward looking programme to assist regeneration and economic development in five of its waterfront towns; Campbeltown, Helensburgh, Oban, Rothesay and Dunoon.
- 3.2 The project will bring Rothesay Pavilion back into viable economic use by allowing a mix of new commercial, cultural and community activities to be provided within it. This will bring new life to this iconic building as well as stimulating wider regeneration and local economic activity.
- 3.3 On completion the building will be managed by Rothesay Pavilion Charity (RPC) who will lease the building from the Council for a term of 25 years. The charity's board comprises a mix of people who live on the island or who have links to it.
- 3.4 Full funding for the project was achieved in September 2017 and a construction contract was awarded to Messrs CBC on 29th November 2017 with a projected completion date of 31st July 2019.

4.0 RECOMMENDATION

Bute and Cowal Area Committee is asked to consider and note:

- 4.1 The progress update provided in this report.
- 4.2 The financial performance of the project as set out in Appendix 1 to this Report.

5.0 DETAIL

Programme Delivery

- 5.1 As previously reported the main contractor CBC have been on site since 29th November 2017 and at the end of January 2019 the percentage of programme passed on the original contract duration of 87 weeks is 70% (61 weeks).
- 5.2 The overall percentage of work completed equates to 50% at week 61.

Key Work Package completion rates, are as follows:

Work Package	Previous Report Quarter (%)	Current Report Quarter (%)	Variance (%)	Trend (▲/▶)
Early Enabling Works	100	100	0	Complete
CDP Design Approval - Manufacture	76	87	11	▲
Roof Works	39	59	20	▲
New Office Extension (1 st Floor)	67	86	19	▲
Upper Ground Floor Alterations	67	67	0	▶
Main Hall/Exhibit Space/Stage/ Changing Rooms	74	76	2	▲
Toilet/Shop Extension	77	86	9	▲
Utilities	5	5	0	▶
External Envelope Works	26	56	30	▲
Internal Fit Out	2	11	9	▲
Caretakers House	22	46	24	▲

- 5.3 As reported above, 70% of the contract duration has expired, 41% of the contract sum has been expended which is 16% below the Main Contractors cash flow forecast for this stage of the project's delivery. It should be noted this is an 8% improvement compared to the previous report. With 50% of the work completed to date and actual spend not having met the contractors cash flow forecast, it is reasonable to draw the conclusion the Main Contractor remains behind programme as a consequence of works having not progressed either at the same speed or in the same sequence as was originally planned. The main areas of delay in terms of spend, are as follows:

- Undercroft / substructure works progressed at a much slower rate than anticipated and unexpected site conditions also led to changes in the lift pit design/works in the immediate vicinity;
- An initial delay in the provision of temporary protection to the roof and

abandonment of an over roof has had an impact to follow on works: concrete repairs, replacement roof finish, roof lights, parapet works and cast stone copings;

- Cast stone replacement to facades; although noted in the programme as a 6 month activity commencing in April 2018, stone replacement works only commenced on site in late September 2018 and continue. Cast stone blocks noted for replacement were surveyed from ground and terrace levels in 2015/16. A review from the scaffold during construction has highlighted the need to replace more cast stone than first envisaged [see also Appendix 1 in respect of cost implications].
- Mechanical & Electrical Plant: the sub-contractor was appointed later than anticipated and given the value of the large pieces of MEP equipment this has had a significant knock on effect on cash flow.

Budget / Cost

- 5.4 The Projects' Anticipated Final Cost (AFC) remains within the approved budget, further detail on this is provided at Appendix 1 to this report.
- 5.5 There are pressures associated with keeping the contract provisional sums within allowances, but these are being monitored and actively managed to minimise the overall risk to the Council.

Progress Monitoring and Reporting

- 5.6 Monthly Performance reviews are in place with the Design Team and Main Contractor to:
- Review actual expenditure against forecasts including adverse variances;
 - Review and approve all forecast expenditure >+£10k;
 - Review, update and re-sequence the Main Contractor programme including revisions to cash flow forecasts to determine realistic and robust stage forecast completion dates and financial outturns;
 - Revise provisional sum forecasts in line with the programme schedule so they are representative of contract variations, anticipated programme work package timescales and completion;
 - Review the performance of the Design Team and Main Contractor in responding to requests for information and changes timeously and with day one quality.
- 5.7 A monthly meeting between CBC Ltd and A&BC has been established at a strategic level, involving the Head of Economic Development, the CHORD Programme Manager, and the Commercial and Construction Directors of CBC. The purpose of this meeting is to ensure that, as we enter this key stage in the works delivery, any potential issues which could affect the

successful delivery of the project, and which cannot be resolved through the day-to-day project management relationship, are quickly resolved.

5.8 Key Events over the reporting period:

- Main Roof: roof coverings to the Main and Fly Tower roofs are being progressed. Supply and installation of Air Handling Units to roof;
- First Floor: new Office accommodation: structural steelwork installed, roof framing and covering completed. Supply and installation of curtain walling including glazing commenced;
- Upper Ground Floor: new brickwork walls to the back of stage toilets / changing areas completed;
- Upper Ground Floor: Tender of kitchen & bar provisional sum (para 5.9 refers). New opening & walls to the New Café have been installed;
- Lower Ground Floor (new Exhibition Space): new walls and beams completed and new window installation ongoing;
- Lower Ground Floor (Shop): demolition of existing external wall to create larger footprint work completed;
- Interior (General): Installation started of Building Engineering Services (BES), with insertion of pipe hangers and cable trays to the soffits as part of first fix. Structural alterations have progressed throughout the building. Ceiling & partition installation ongoing.
- Exterior Building Fabric: stone removal and new stonework replacement works ongoing;
- Caretakers House: new windows installed. Interior strip out progressing and interior fit out works ongoing;
- Main Contractor Design submissions of Crittall Windows, Cast Stone, Icon Fabrications and Heritage roof light completed;
- Design of structural steel connections, roof lights, Crittall windows, curtain walling, Mechanical & Electrical items are largely complete.

5.9 Photographs are provided in Section 6.0 to substantiate progress reported.

5.10 Key Events over the next reporting period:

- Progression and completion (subject to weather) of Main roof and Fly Tower roof coverings. Auditorium and Fly Tower roof light installation works completed;
- Finalising of steelwork at roof level to support vent plant;
- First Floor: new Office accommodation: curtain walling frames and glazing completed;
- Lower Ground Floor: Shop - structural alterations completed to create new enlarged floor area;
- Lower Ground Floor: ground works to main entrance and Lift Pit areas completed;
- Building Engineering Services: progression of works;

- Production and further deliveries of cast stone including ongoing replacement works;
- Caretakers House: continue with internal fit out.

5.11 Stakeholder meetings (A&BC & RPC) have continued with a full programme including engagement with key members of the Design Team against specialist areas.

Key priorities short term are to deliver and report progress on the HLF heritage activity plan, re-engage with the community and potential user groups to ensure the development of a cultural programme is collaborative and responsive to the needs of the local community and visitors. The overall position achieved to date against approved purposes is as follows:

- **Overall Total against plan: 20%;**
- Staffing: 60%;
- Heritage Interpretation: 25%;
- Communication: 28%;
- Other: 8%.

5.12 The latest HLF Claim 5 was submitted in January 2019 which amounted to £516k.

The table below summarises the amount of capital received to date by the Councils' key funding partners for the construction phase of the project.

Funding Partner	Grant Award (£k)	Amount Expected (£k)	Cumulative to Date (£k)	Amount Outstanding (£k)
HLF	£4,187,500	£4,187,500	£1,381,971	£2,805,529
HIE	£750,000	£750,00	£298,210	£451,790
Historic Scotland (inc. £150k uplift)	£750,000	£750,000	£525,000	£225,000
ERDF (inc. £83.3k uplift)	£1,055,602	£1,055,602	£69,716	£985,886
Total	£6,743,102	£6,743,102	£2,274,897	£4,468,205

5.13 In addition to the funding secured by the Council, Rothesay Pavilion Charity (RPC) have a capital fundraising target of £400k. The Bute & Cowal Area Committee, Project Progress Report - Dec 2018 reported the Charity had secured £327k (NB: figures supplied via RPC Executives) towards the target.

However, following a reconciliation exercise in January 19 to validate each Grant award and accurately determine the cumulative figure, including the

outstanding funding gap, it was established that not all of Awards were eligible for inclusion towards the £400k target.

In summary:

- Charity supplied stated figures and reported the gap (i.e. Target v Successful Claims) had been reduced from the previously reported figure (August 18) of £268k to £73k.
- Subsequently came to light that only Grant awards made after June 2017 (i.e. after the HLF increased award) could legitimately be counted towards the target (£400k).
- Committee Report included an aggregated total from circa 2014 (£327k) - hence the reduction in the size of the gap.
- Correct position is as follows:
 - Target £400k;
 - Achievement to date £132k;
 - Gap £268k;
 - New applications by RPC in the process of being considered.

5.14 As part of CBC's commitment to providing community benefit for the duration of the contract they have employed both a cleaner and bricklayer from the local market. Sub-Contractors used on the works from Bute include:

- George Hanson Building Contractors Ltd Enabling Groundworks;
- David Rutherford Roof Timbers;
- Bute Blacksmiths Balustrades/Metal Work.

5.15 Agreement has been reached with the Rothesay Community Campus, CBC and Project Manager regarding the following curriculum support activities in early 2019:

- Work Placement(s): ongoing site visits for students showing interest in construction profession and trade placements;
- Career Day: (Feb 19) talking to pupils about possible careers in construction. To include CHORD Project Manager, Elder & Cannon, Project Architect and Sentinel Ltd, Clerk of Works.

6.0 PROGRESS PHOTOGRAPHS

A schedule of progress photographs is included below:

Building Orientation – Argyle Street Elevation (Main Entrance) faces East.

1.0 EXTERNAL: Existing Roof Areas:



Looking West: new patent glazing to Auditorium roof light.



Looking (facing Mackinlay St): new steelwork to the roof light (NB: temporary waterproof protection partially removed).



Auditorium Roof Light: patent glazing.



Main Roof – The Solar PV panels in situ adjacent West Elevation.

2.0 INTERNAL: First Floor



New Offices: General view A (looking West).



New Offices: General view B (looking West).



New curtain walling line to the new Exhibition/Function room (towards Argyll St)



New Exhibition/Function Space: Looking East (towards Argyll St.)

3.0 Upper Ground Floor



General View: new Cafe area overlooking Argyll Street.



General View: new Café/Kitchen area.



General View: reverse view looking out of Café towards main Staircase.



General View: Auditorium West wing (looking south).



General View: Auditorium West wing (looking North).
NB: base of site crane visible.



General View: Auditorium East wing.

4.0 Lower Ground Floor:



General View: New Exhibition area front wall.



General View: New Exhibition area.



General View: Main Entrance (looking West towards Box Office).



General View: Main Entrance (looking East towards Argyll Street).



General View: Main Entrance terrazzo flooring exposed.



General View: Club / Venue (looking West).

6.0 External Elevations



General View: new cast stone to front elevation (Ground Floor).



General View: front elevation.

7.0 CONCLUSION

- 7.1 The Rothesay Pavilion Adaptive Restoration and Extension Works contract commenced on site on 29th November 2017 and will proceed until refurbishment works are completed. The original practical completion date of the 31st July 2019 is looking less likely to be achieved due to ongoing challenges e.g. Weather & complexity of the project. However, every effort is being made by the Design Team and Main Contractor to minimise time delays. The total cost of the project is fully funded and applications for the drawdown of funds are being made on a monthly/quarterly basis to the various funding partners involved in the project.
- 7.2 That said the project is not without its' challenges and a number of issues are the subject of ongoing consideration e.g. Main Contractors EoT Claims 1 & 2 and costs.
- 7.3 Nevertheless it can be confidently stated that the Councils' investment in the Pavilion will help to address the material state of the Town Centre waterfront; improve the local infrastructure; ensure that the immediate area "works" as the marine gateway into the Island of Bute. It will also provide an "anchor point", for visitors and the local community alike, taking a building that was no longer fit for purpose and transforming it into a venue and facility fit for the 21st century.
- 7.4 No change to the anticipated final cost of the project is forecast despite an adverse variance in the main contractor's cash flow, including the noted risk of not meeting the contract completion date, as explained in Section 5.
- 7.5 The risk log has been updated and the project risks are being monitored and mitigating actions managed. Time and cost risks are being noted and actively managed to reduce the overall risk to the Council.
- 7.6 In addition RPC will continue to use their best efforts to make funding applications to reduce the Council's underwriting commitment.
- 7.7 The Charity are continuing to look at further bids for funding with a view to closing the funding gap of £268k against their Capital contribution target of £400k.
- 7.8 Partnerships funding matches the revised project cost as reported at permission to start.

8.0 IMPLICATIONS

- | | |
|-------------------------------------|---|
| 8.1 Policy | This project forms part of the approved CHORD programme that supports outcomes 1, 2 and 3 of the Single Outcome Agreement. Once completed and during the construction phase the Pavilion will help boost the local economy, create a key piece of modernised infrastructure that can be made use of by the local community and create employment and skills opportunities for the people of Bute. |
| 8.2 Financial | The project is now fully funded however fund raising continues with the RPC to reduce the underwriting by the Council. Although it is noted good progress has been made to reduce the Council's liability. |
| 8.3 Legal | None. |
| 8.4 HR | None. |
| 8.5 Equalities/Fairer Scotland Duty | On completion the building will be fully accessible to facilitate disabled people's participation and use under the Equalities Act 2010 (formerly Disability Discrimination Act 1995). |
| 8.6 Risk | Exceeding budget and programme. This will be closely monitored during the contract period. |
| 8.7 Customer Service | None. |

Executive Director of Development & Infrastructure Services: Pippa Milne
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23rd January 2019

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