



Argyll and Bute Council
Comhairle Earra-Ghàidheal Agus Bhòid

Customer Services
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28 May 2019

NOTICE OF MEETING

A meeting of the **BUTE AND COWAL AREA COMMITTEE** will be held in the **TIMBER PIER BUILDING, DUNOON** on **TUESDAY, 4 JUNE 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 5th March 2019 (Pages 3 - 12)
- (b) Bute and Cowal Special Area Committee 24th April 2019 (Pages 13 - 16)
- (c) Rothesay Common Good Fund 5th March 2019 (Pages 17 - 18)
For Noting
- (d) Cowal Transport Forum 11th March 2019 (Pages 19 - 28)
For Noting
- (e) Bute and Cowal Area Community Planning Group 7th May 2019 (Pages 29 - 36)
For Noting

4. PUBLIC AND COUNCILLOR QUESTION TIME

5. **AREA SCORECARD FQ4 2018 - 2019** (Pages 37 - 58)
Report by Performance and Improvement Officer

6. **NEW SCHOOLS REDEVELOPMENT PROJECT UPDATE FOR DUNOON PRIMARY SCHOOL** (Pages 59 - 66)
Report by Special Projects and Quality Improvement Manager

7. **PRIMARY SCHOOL REPORT 2018/19- BUTE AND COWAL** (Pages 67 - 110)
Report by Head of Education: Lifelong Learning & Support

8. **LOCALITY PLANNING GROUP OPTION APPRAISAL OCTOBER 2018**
(Pages 111 - 118)
Report by Associate Director of Public Health, Argyll and Bute Health and Social Care Partnership.

9. **ROTHESAY PAVILION PROGRESS REPORT** (Pages 119 - 132)
Report by Rothesay Pavilion Project Manager

REPORTS FOR NOTING

10. **CRUACH MOR AND CLACHAN FLATS WIND FARM TRUSTS**
Report by Area Governance Manager (to follow)

11. **BUTE AND COWAL AREA COMMITTEE WORKPLAN** (Pages 133 - 136)

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
EAGLESHAM HOUSE, ROTHESAY on TUESDAY, 5 MARCH 2019**

Present: Councillor Bobby Good (Chair)

Councillor Jim Anderson	Councillor Jean Moffat
Councillor Jim Findlay	Councillor Alan Reid
Councillor Audrey Forrest	Councillor Len Scoullar
Councillor Yvonne McNeilly	

Attending: Stuart McLean, Area Committee Manager
Tom Murphy, Amenity Manager (Lync)
David Logan, Special Projects and Quality Improvement Manager
Ross McLaughlin, Property Development Manager
Stuart Watson, Traffic and Development Manager (Lync)
Jonathan Miles, Rothesay Pavilion Project Manager
Lorna Pearce, Senior Development Officer
Douglas Bouttell, Estates Surveyor
Cassie McAteer, Estates Surveyor
Claire Hallybone, Dunoon CARS Project Officer

1. APOLOGIES

Apologies for absence were intimated by Councillor Gordon Blair.

2. DECLARATIONS OF INTEREST

No declarations of interest were intimated.

3. MINUTES

(a) Bute and Cowal Area Committee 4th December 2018

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

The Chair updated the Committee on arrangements that are now in place for Members to visit the Scottish Parliament for a meeting with the Minister for Transport and Connectivity on the 12th March 2019 to discuss the future of the Dunoon-Gourock ferry service.

(b) Cowal Transport Forum 17th December 2018

The minute of the Cowal Transport Forum meeting held on 17th December 2018 was noted.

(c) **Bute and Cowal Area Community Planning Group 5th February 2019**

The minute of the Bute and Cowal Community Planning Group held on 5th February 2019 was noted.

The Chair informed the Committee that the new Chair of the Bute and Cowal Area Community Planning Group is Cathleen Russell, the Committee expressed confidence in the appointment and wished Cathleen well in her new role.

4. 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 briefing note.
2. Noted that an options paper concerning parking tariffs and associated procedures would be submitted to a future meeting.

(Ref: Briefing note by Head of Roads and Amenity Services dated February 2019, submitted)

5. PUBLIC AND COUNCILLOR QUESTION TIME

1. Mr McCallum, Bute Community Council, raised concerns regarding the length of time abandoned cars had been left in the West Church Car Park and why Argyll and Bute Council had not removed them.

Stuart Watson the Traffic and Development Manager informed Mr McCallum that he would refer this matter to his colleagues and a conversation took place regarding a scrap metal merchant who was willing to remove the cars free of charge and contact details would be passed onto Stuart Watson.

2. Mr MacIntyre, Bute Community Council, asked the Committee when the road to Ardmaleish Farm would be repaired as he feels it is now in a dangerous state.

Councillor Scoullar informed Mr MacIntyre that funding was in place for this section of road to be repaired and work would commence during the summer 2019.

3. Mr MacIntyre raised concerns over the ongoing pothole issue on Bute and requested a breakdown spend of roads repairs on Bute compared to Cowal.

Mr Watson informed the Committee that he would provide the Committee with the information requested and informed Mr MacIntyre that there is an existing framework in place with timeframes to deal with potholes and other road repairs.

4. Mr McCallum requested that Roads and Amenity Services drain and fill the manhole outside Ardmaleish Farm.

Mr Watson noted the incident.

5. Mr MacIntyre informed the Committee that the white lines at the Co-Op junction have eroded.

Mr Watson agreed to take this away as an urgent matter.

6. Mr Morrison, Bute Community Council, raised concerns regarding the positioning of Public and Councillor Question time on the agenda citing that having it at the beginning of the agenda limits the public interaction and the ability for the public to ask questions about items once that item had been presented by officers.

The Committee held a conversation and noted that the Chair of the Bute and Cowal Area Committee and the Area Committee Manager would meet to discuss the concerns raised.

7. Mr MacIntyre asked if the Rothesay Pavilion would be finished by it's scheduled completion date of the 31st July 2019.

Jonathan Miles, Rothesay Pavilion Project Manager, informed Mr MacIntyre that there is a contractual obligation on the firms involved to complete on time.

8. Mr McCallum asked when Bute Community Council could have a tour of the Pavilion.

Mr Miles responded that he would be happy to arrange a suitable date with Mr McCallum directly.

9. Mr McCallum raised concerns about the proposed disposal of land to the rear of Rothesay Pavilion to Appletree Nursery.

Stuart McLean, Area Committee Manager, informed Mr McCallum that due to provisions made within the Local Government (Scotland) Act 1973 this item was exempt and therefore details could not be discussed at this time.

10. Mr MacIntyre asked the Committee for a breakdown comparison of Bute school rolls compared to other areas in the local authority.

Councillor McNeilly informed Mr MacIntyre that she would provide Bute Community Council with this information.

Question raised at the conclusion of the meeting.

11. The Chair on behalf of a constituent raised concerns regarding speeding issues on the Bullwood Road, Dunoon, referencing a study undertaken by the constituent in response to a recently undertaken speed survey.

Decision

The Bute and Cowal Area Committee agreed:-

1. That the Chair would raise the concerns outlined by the constituent with Police Scotland.
2. Agreed to forward the study undertaken by the constituent to officers for comment.

6. BUTE AND COWAL AREA COMMITTEE - DATES OF MEETINGS 2019/2020

The Committee gave consideration to a report outlining the schedule of meetings in the Bute and Cowal area from September 2019 to June 2020.

Decision

The Bute and Cowal Area Committee endorsed the submitted programme of meetings.

(Ref: Report by Area Committee Manager dated 16 January 2019, submitted)

7. 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 considered and noted the contents of the report.

(Ref: Report by Special Projects & Quality Improvement Manager dated 29 January 2019, submitted)

8. PERFORMANCE REVIEW - AREA SCORECARD

The Committee gave consideration to a report which presented the Area Report and Scorecard for Financial Quarter 3 2018/19 (October-December 2018) which illustrated the agreed performance measures.

Decision

The Bute and Cowal Area Committee:-

1. Noted the performance presented on the scorecard and supporting commentary.
2. 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.
3. 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.
4. Noted thanks to the Performance Management and Improvement Officer for improvements to the scorecard and prompt responses to questions raised by Members.

(Ref: Report by Performance and Improvement Officer dated 5 March 2019, submitted).

9. FESTIVE LIGHTING UPDATE

The Committee gave consideration to an update report 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.

Decision

The Bute and Cowal Area Committee:

1. Noted the contents of the report and;
2. Agreed 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.

(Ref: Report by Transformation Project Manager dated 11 February 2019, submitted)

10. ROTHESAY WAR MEMORIAL - ADDITIONAL INSCRIPTION REQUEST

The Committee gave consideration to a report outlining a request received for an additional inscription to be added to the Rothesay War Memorial, 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.

Decision

The Bute and Cowal Area Committee:

1. Agreed to approve the request for the additional inscription and instruct Roads and Amenity Services to arrange for the inscription to be added and;
2. Noted the importance of the inscription in the recognition of women's roles during wars.

(Ref: Report by Head of Roads and Amenity Services dated January 2019, submitted)

11. DUNOON CARS - RECOMMENDATION OF AWARDS

The Committee gave consideration to a report to approve grant offers towards the full-scale repair of a tenement property and three shopfront improvements.

Decision

The Bute and Cowal Area Committee agreed to 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

(Ref: Report by Senior Development Officer dated 22 January 2019, submitted)

12. BUTE AND COWAL AREA COMMITTEE WORKPLAN

The Committee gave consideration to the Bute and Cowal Workplan for March 2019 to June 2020 inclusive.

Decision

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

(Ref: Bute and Cowal Workplan dated 5 March 2019, submitted).

The Chair ruled and the Committee agreed to consider item 13. Notice of Motion Under Standing Order 13 in private. This item was therefore taken after item 14. Rothesay Pavilion Progress Update on the agenda.

13. ROTHESAY PAVILION PROGRESS REPORT

The Committee gave consideration to a report which provided members with a progress update on the Rothesay Pavilion Adaptive Restoration and Extension Works project, being delivered by CBC Ltd (CBC).

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 23 January 2019, 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.

E1 14. 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. Noted the financial performance of the project, as set out in Appendix 1 to the report.
2. Noted the positive steps taken by the Head of Economic Development in establishing future governance arrangements.
3. Agreed to ask that SMT consider the consequences of any potential extension of the timescales associated with the project, specifically financial and in-kind support offered by the Council and;
4. Noted the exemplary work undertaken by Jonathan Miles since his appointment as Project Manager to the Rothesay Pavilion project.

(Ref: Appendix by Rothesay Pavilion Project Manager dated 23 January 2019, submitted)

E1 15. 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 Bobby Good and seconded by Councillor Jim Anderson –

Motion

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 accommodation will be permitted to be erected on any part of the said subjects hereby disposed; (Fourth) our said disponees and their foresaids 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’.

Decision

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

(Ref: Notice of Motion by Councillor Bobby Good and seconded by Councillor Jim Anderson, dated 5 March 2019, submitted)

E1 16. SITE TO REAR OF ROTHESAY PAVILION, ROTHESAY, ISLE OF BUTE DISPOSAL TO APPLE TREE NURSERY

The Committee gave consideration to a proposal regarding a narrow strip of land at Innellan Village Hall.

Decision

The Bute and Cowal Area Committee agreed to dispose of the site to the rear of Rothesay Pavilion to Apple Tree Nursery on the basis outlined in the submitted report and that the report be passed to Full Council for approval.

(Ref: Report by Estates Surveyor dated 8 February 2019, submitted)

E1 17. **STRIP OF GROUND AT INNELLAN VILLAGE HALL, INNELLAN**

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 dispose of the strip of Council owned land identified at Appendix A to Innellan Public Hall Trustees on the basis outlined in the submitted report and that the report be passed to Full Council for approval.

(Ref: Report by Estates Surveyor dated 15 January 2019, submitted)

At the conclusion of business the Chair reverted back to item 5. Public and Councillor Question time to raise an additional question on behalf of a constituent.

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**MINUTES of SPECIAL MEETING of BUTE AND COWAL AREA COMMITTEE held in the
TIMBER PIER BUILDING, DUNOON on WEDNESDAY, 24 APRIL 2019**

Present: Councillor Bobby Good (Chair)

Councillor Jim Anderson
Councillor Gordon Blair
Councillor Jim Findlay

Councillor Audrey Forrest
Councillor Alan Reid

Attending: Stuart McLean, Area Committee Manager
Sharon MacDonald, Community Development Officer

1. APOLOGIES

Apologies for absence were intimated by:
Councillor Yvonne McNeilley
Councillor Len Scoullar
Councillor Jean Moffat

2. DECLARATIONS OF INTEREST

Councillor Anderson declared a non-financial interest at item 3. Supporting Communities fund 2019/20 (project 16. Kirn Gala) as he is a member of the board, (project 17. Kirn Primary School Parent Council) as his wife is a teacher at the school and (Project 20. PA23 BID Ltd - Dunoon Presents) as he has a Council Appointment on the Board.

Councillor Reid declared a non-financial interest at item 3. Supporting Communities Fund 2019/20 (project 16. Kirn Gala) as he is a member of the Board.

Councillor Blair declared a non-financial interest at item 3. Supporting Communities Fund 2019/20 as he is a member of Cowal Fiddle Workshop and Cowal Community Orchestra.

3. SUPPORTING COMMUNITIES FUND 2019/2020

Councillor Anderson having declared a non-financial interest at Kirn Gala, Kirn Primary School Council and PA23 BID Ltd (Dunoon Presents) left the meeting and took no part in the discussions of these items.

Councillor Reid having declared a non-financial interest at Kirn Gala left the meeting and took no part in the discussions of these items. Councillor Reid did not return to the meeting.

Councillor Blair having declared a non-financial interest in Cowal Fiddle Workshop and Cowal Community Orchestra which were not organisations being considered remained in the room for the entirety of the item.

The Committee gave consideration to a report recommending the distribution of the Supporting Communities Fund (SCF) Grants for 2019/2020 for the Bute and Cowal area.

Decision

The Bute and Cowal Area Committee:

1. Agreed to award the grant recommendations as follows:

Ref No	Organisation	Grant 18/19	Total Project Cost	Amount Requested	Recommendation 2019
1	1st Rothesay Boys Brigade	n/a	£2,688.70	£2,256.70	£1,757
2	ACT - Argyll & the Isles Coast & Countryside Trust	n/a	£2,912.53	£2,460	£2,000
3	Argyll Arts Collective	n/a	£9,250	£2,500	£2,000
4	Bute Community Forest	n/a	£3,879.28	£2,500	£1,000
5	Bute Shinty Club	£1,750	£2,930	£1,830	£1,830
6	ButeFest 19 *	n/a	£3,850	£2,350	£2,000
7	Cairndow Community Council	n/a	£3,685	£2,185	£1173.50
8	Civil Rights First	n/a	£3606.35	£2,500	No award
9	Colintraive and Glendaruel Community Council	n/a	£1,700	£1,500	£1,500
10	Cowal Cinema Club	n/a	£2,973	£2,193	£1,911
11	Dunoon Baptist Church Gateway Project	n/a	£27,479.58	£2,500	£2,000
12	Friends of Riverbank Bird Hide	n/a	£2,500	£2,500	£500
13	Inspiring Innellan	n/a	£2,500	£2,500	£500
14	Isle of Bute Resilience Team	n/a	£2,720	£2,500	£2,000
15	Kilfinan Community Forest	£2,500	£3,000	£2,500	No award
16	Kirn Gala *	£2,500	£2,700	£1,500	No award
17	Kirn Primary School Parent Council	n/a	£815.36	£715.36	£715
18	Lochgoil Community Trust	n/a	£9,900	£2,500	No award
19	Lochgoilhead Bowling Club	n/a	£2,470	£1,865	No award
20	PA23 BID Ltd (Dunoon Presents) *	n/a	£7,800	£2,500	£2,000
21	Project Trust	n/a	£5,328.80	£2,224.80	No award
22	Rothesay & District Pipe	n/a	£3,870	£2,500	£2,000

Ref No	Organisation	Grant 18/19	Total Project Cost	Amount Requested	Recommendation 2019
	Band				
23	Sandbank Community Council	n/a	£7,961.30	£2,500	No award
24	Sandbank Senior Citizens Club	n/a	£4,535	£2,035	No award
25	Starter Pack Plus	£763	£1,270	£670	£500
26	Strachur and District Piping Association	n/a	£5,464	£1,500	£1173.50
27	Strachur Memorial Hall	£2,380	£2,880	£2,500	No award
28	The United Church of Bute - Pass It On Project	n/a	£1,208.50	£1,000	£500
		Total Available			£27,060
	*Events and Festivals	Total Recommended			£27,060

2. Agreed to award £1000 to Bute Community Forrest subject to receipt of governance documentation to the satisfaction of the Community Development Officer and;
3. Agreed to award £2000 to Isle of Bute Resilience Team subject to a qualified opinion of the Civil Contingencies Manager that the project adds value to the local community.
4. To thank the Community Development Officer for her diligence in preparing the report.

(Ref: Report by Community Planning Manager, dated 10 April 2019, submitted.)

Councillor Anderson returned to the meeting at the conclusion of the foregoing item of business.

4. APPOINTMENT TO ROTHESAY PAVILION BOARD

The Committee gave consideration to a report requesting the appointment of an Elected Member to be the Council representative on the Board of the Rothesay Pavilion.

Decision

The Bute and Cowal Area Committee agreed to appoint Councillor Jim Findlay to be the Council representative on the Board of the Rothesay Pavilion.

(Ref: Report by Area Committee Manager, dated 29 March 2019, submitted)

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**MINUTES of MEETING of ROTHESAY COMMON GOOD FUND held in EAGLESHAM HOUSE,
ROTHESAY on TUESDAY, 5 MARCH 2019**

Present: Councillor Len Scoullar (Chair)
Councillor Jim Findlay Councillor Jean Moffatt

Attending: Stuart McLean, Area Committee Manager

1. APOLOGIES

There were no apologies for absence intimated.

2. DECLARATIONS OF INTEREST

Councillor Jim Findlay declared a non-financial interest at item 7. (b) End of project monitoring form for Bute Highland Games citing his wife is a board member. This item was for noting only and Councillor Findlay remained in the room for the entirety of the item.

3. MINUTES**(a) Rothesay Common Good Fund - 7th August 2018**

The Minute of the previous meeting of the Rothesay Common Good Fund held on 7th August 2018 was approved as a true record.

4. CORRESPONDENCE**(a) Bute Cycling Club**

The Trustees noted the thank you letter from Bute Cycling Club.

(b) Rothesay Army Cadets

The Trustees noted the thank you letter from Rothesay Army Cadets.

The Committee resolved in terms of Section 50(A)(4) of the Local Government(Scotland) Act 1973, to exclude the public for the following items of business on the grounds that it was likely to involve the disclosure of exempt information as defined in Paragraph 6 of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973.

5. END OF PROJECT MONITORING

(a) **Bute Cycling Club**

The Trustees considered an end of project monitoring form from Bute Cycling Club which was noted.

(b) **Bute Highland Games**

The Trustees considered an end of project monitoring form from Bute Highland Games which was noted.

(c) **Bute Youth Forum Employability Programme**

The Trustees considered an end of project monitoring form from Bute Youth Forum Employability Programme which was noted.

(d) **Bute Youth Forum Youth Exchange**

The Trustees considered an end of project monitoring form from Bute Youth Forum Youth Exchange which was noted.

(e) **Rothesay Army Cadets**

The Trustees considered an end of project monitoring form from Rothesay Army Cadets which was noted.

6. NEW APPLICATIONS

(a) **Bute Highland Dancing Festival**

The Trustees considered an application from Bute Highland Dancing Festival.

Decision

The Trustees agreed that due to the limited resources available at this time they were not in a position to grant the full amount requested and agreed to award £500 to Bute Highland Dance Festival towards medals and a venue.

**MINUTES of MEETING of COWAL TRANSPORT FORUM held in the TIMBER PIER BUILDING,
DUNOON on MONDAY, 11 MARCH 2019**

Present: Councillor Alan Reid (Chair)
Councillor Jim Anderson
Melissa Stewart, Argyll and Bute Council
Douglas Wilson, Police Scotland
Alex Smith, Police Scotland
Gordon Ross, Western Ferries
Captain Alistair McLundie, Western Ferries
Murray Rogers, West Coast Motors
Calum Rae, West Coast Motors
Cathleen Russell, Colglen Community Council
Debbie Donald, Cairndow Community Council
Paul Paterson, Kilfinan Community Council
Graeme Revill, Kilmun Community Council
Pauline Seale, Sandbank Community Council
Michael Breslin, South Cowal Community Council
Jimmy Bell, Hunters Quay Community Council
Eleanor Stevenson, South Cowal Community Council
Kirstie Reid, Strachur Community Council

1. APOLOGIES FOR ABSENCE

Apologies for absence were intimated by:

Councillor Audrey Forrest
Willie Lynch, Dunoon Community Council
Callum Robertson, Performance Manager Argyll and Bute Council
Stuart Watson, Traffic and Development Manager
Paul Farrell, Technical Officer
Martin Arnold, Community Transport Officer
Archie Reid, Strachur Community Council
Iain MacInnes, Lochgoil Community Council
Simon Richmond, Caledonian MacBrayne
Iain Catterwell, Timber Transport Group

2. DECLARATIONS OF INTEREST

No declarations of interest were intimated.

3. MINUTES

The minute of the previous meeting of the Cowal Transport Forum held on the 17th December 2018 was approved as a correct record.

4. FERRIES UPDATE

Transport Scotland submitted the following written update:

Gourock to Dunoon Ferry Service

- Scottish Ministers announced that effective from 21 January 2019, the Gourock to Dunoon ferry service would be transferred to CalMac Ferries Ltd (CFL) as a passenger-only service. This has ensured the continued provision of a passenger ferry service, under the terms set out in the Clyde and Hebrides Ferry Service contract.
- Following the transfer, further consideration will be given to future vessel and service requirements. Consideration will also be given to improved harbour-side facilities for passengers. This will ensure that the ferry service is best placed to meet the needs of passengers into the future.

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. Following the transfer of the Gourock to Dunoon service to CFL, engagement with the local community will be taken forward as per the Clyde and Hebrides model, which includes six monthly Ferry Stakeholder Group consultation events.
- Transport Scotland also receives feedback on the views of the local community via regular engagement with CFL, which includes monthly contract meetings.

Gourock to Kilcreggan Ferry 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 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.

Kirstie Reid on behalf of Willie Lynch Dunoon Community Council raised concerns regarding why Community Councils are not invited to the Clyde Ferry Stakeholder Group and the lack of input allowed by the local community.

(a) Caledonian MacBrayne

Simon Richmond, Caledonian MacBrayne submitted apologies for the meeting and therefore provided the following written update:

1. Vessels

M.V. Coruisk will continue on the Gourock - Dunoon Service until Saturday 23rd March. Following which she will be undertaking essential maintenance at Gourock prior to returning to the Mull - Craighure Service - During this time she will be unable to be used in service.

- M.V. Argyll Flyer dry dock will take place in May 2019 during which time a single vessel service will operate.

2. Dunoon

Argyll and Bute have announced that work to improve the ferry passenger experience at Dunoon Breakwater will begin on Monday 11th March. The work will improve safety and provide facilities more suited to a passenger-only service, while any disruption will be kept to a minimum. The first stage of the work will see the toilets and waiting area relocated, which will be undertaken over the course of the week and require those facilities to be closed in that time. Temporary toilet facilities will be provided for the duration of the works and the ferry schedule will not be affected. Shelter for waiting passengers will be available at the existing shelter at the Breakwater and at the existing bus shelters. Works are due for completion by Friday 15th, with the waiting room expected to be operational mid-week.

3. New CHFS 2 Contract

Signage

CalMac have been working closely with an external contractor to develop new way finding signage at both Gourock and Dunoon ports. The signage should be installed within the coming months.

Uniform

All crew onboard MV Ali Cat and MV Argyll Flyer have now received their CalMac branded uniform and can now be visible wearing these.

Waiting Room Refresh

CalMac have received confirmation from CMAL to proceed with refreshing the waiting area at Gourock. CalMac have appointed a contractor to undertake the works which will be completed by the end of March.

Vessel Rebranding

CalMac are currently developing plans to rebrand both MV Ali Cat and MV Argyll Flyer. Once these have been agreed internally, CalMac will share these images with the public to advise what the vessels will look like. Both vessels will be rebranding during their scheduled annual overhaul i.e.

- MV Argyll Flyer - May 2019
- MV Ali Cat - November 2019

Website

CalMac have now included all information regarding the Gourock - Dunoon route on the CalMac website. CalMac are advising all customers to use the CalMac website for information on this service. We are also reviewing the activity on the AFL webpage ensuring this is decreasing before shutting this website down.

A statistical update was also tabled at the meeting.

The Chair updated the Committee on arrangements that are now in place for Elected Members to visit the Scottish Parliament for a meeting with the Minister for Transport and Connectivity on the 12th March 2019 to discuss the future of the Dunoon-Gourock ferry service.

Outcome

1. The Forum requested clarification on why the Dunoon to Gourock service is cancelled in order to facilitate the Rothesay to Wemyss Bay service when it is diverted to Gourock.
2. The Forum agreed to formally oppose the proposed changes to the Portavadie timetable, noting that the cuts would mean an hour delay in getting home by school children who currently use the service and in light of the figures produced by Calmac which indicate the service is growing in usage. This ferry service is also used by people from the Isle of Bute travelling by public transport to and from the Mid Argyll Hospital. It was also suggested that there can be 2 or 3 vessels sidelined during the winter and perhaps those could be deployed rather than cancelling sailings.

(b) **Western Ferries**

Gordon Ross informed the Group that works are still ongoing at Hunter's Quay but are progressing well and there were no issues to highlight. Western Ferries summer timetable will start on the 25th March 2019 and that it was business as usual with no concerns to raise.

Outcome

It was noted that an extension of the existing timetable could be looked at if there was a viable need but consideration would need to be given to the residential housing at both Hunters Quay and McInroy's Point.

(c) **Shore Side Infrastructure at Dunoon**

The Marine Operations Manager submitted the following written update:

Dunoon Breakwater – Ferry Passenger Facilities

1. Background

- 1.1 It has been apparent for some time that improvements could be made to the current traffic management arrangements at the vehicle mustering / parking area at Dunoon Breakwater. This issue has been of particular concern to the local bus company who brought their safety-related concerns to Council officers' attention, resulting in the recent Traffic Regulation Order (TRO) being raised.

2. Detail

- 2.1 Following the announcement from the Scottish Government that Calmac will be providing a passenger-only service, we are now in a position to progress the preferred arrangement for the existing mustering area, which meets the objectives of improving safety, in terms of bus/vehicle/pedestrian segregation; this arrangement should address many of the objections raised during the TRO process, which are focussed mainly around drop-off provision.
- 2.2 The preferred layout (attached) is based around the Stages outlined below:-

Stage 1 – Relocation of Portakabins (to area shown hatched red on attached Location Plan).

Stage 2 – Reconfiguration of mustering area road markings to create formalised car park incorporating drop-off area.

Stage 3 – Address the outstanding objections from TRO process and proceed with formal implementation of bus lane.

2.3 In terms of Stage 1, plans are in place to relocate the Portakabin units around the middle to second-half of this month. We shall endeavour to undertake as much preparatory works in advance to keep the move/outage to a minimum. Temporary toilets will be provided during the move but there will be no waiting facility – this will be for only a very short duration – around 2 days.

Outcome

The Forum requested clarification on what the improved passenger facilities will be and noted that Transport Scotland would lead a sub-group of the Argyll Ferries Infrastructure Group to look at infrastructure requirements on both sides of the Clyde.

5. PUBLIC TRANSPORT

Martin Arnold, Community Transport Officer had submitted apologies to the meeting, he therefore provided the forum with a written update on each item listed on the agenda.

(a) Helensburgh - Carrick Castle Bus Service

No further update on this item was provided.

(b) McGills 907 Service to Glasgow

As indicated earlier to the forum, this service has ceased as of Saturday 2nd March 2019. There are currently no plans from the transport team to replace this.

The Forum held a conversation around the impact the cancellation of the service will have on the local community and the viability of any alternative services that could potentially be put in place.

Outcome

1. West Coast Motors agreed to look at existing bus services to see if additional runs can be put on to encompass the shore road between the town centre and Hunters Quay.
2. The Forum requested a breakdown of the relief bus criteria from Caledonian MacBrayne.

(c) Bus Stop at Rest and Be Thankful

CityLink Coaches are now using this stop again for the Summer. As with previous

years public transport will make representation to CityLink and West Coast Motors to continue using this stop during the winter months. The situation regarding parking at this stop will continue to be monitored.

Outcome

The Forum agreed to request additional gritting by Transport Scotland and Argyll and Bute Council in order for buses to utilise the area better in the winter months, noting the commitment given that safer driving conditions would lead to WCM re-evaluating their current stance on this.

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

This has not been actioned yet, however a team will be in Dunoon area on the week beginning 22nd April and will endeavour to arrange a visit to take stock of this.

Outcome

Having heard from South Cowal Community Council, the Forum suggested that additional stops are not required and this item should not be taken forward. They agreed instead to ask that the Public Transport department speak to West Coast motors to seek extension of the current service to have them terminate at Castle Toward.

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

This will be advertised when new booklets for the Cowal area are produced – likely in April/May 2019. Consideration will be given to producing a special leaflet for the Dial-a-Bus service separate to the entry in the Cowal Area Booklet.

Outcome

The Forum requested that all advertising material be circulated to the Group to enable members to promote the service.

(f) **Fountain Quay Bus Shelter**

As per the last report, this is currently on hold due to the sale of Dunclutha House.

(g) **Kames Bus Stop**

The Community Transport Officer had spoken to the Roads department who advised that due to current commitments the matter cannot be looked at, however the Community Transport Officer will contact them again in April to establish when it would be possible to put a yellow bus stop cage down on the road at the bus shelter. In the meantime West Coast Motors confirmed their drivers will stop at the bus shelter, not the Post Office, however they noted that locals tended to wait at the Post Office for the bus.

Outcome

It was agreed that Kilfinan Community Council will promote the use of the bus shelter with residents.

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

West Coast Motors have been asked to provide cover for this and ensure even if the

ferry is off that the last bus to Colintrave from Dunoon will still operate.

Outcome

1. Murray Rogers will take this item forward with Argyll and Bute Council for a workable solution going forward.
2. West Coast Motors will ask City Link to look at addressing the gaps in timetable of the 926 service raised by Cairndow Community Council.

6. TRANSPORT SCOTLAND

The Forum raised concerns around the lack of recent attendance by Transport Scotland to the Cowal Transport Forum and the lack of Community Council representation currently on the A83 Taskforce Group.

Outcome

The Forum agreed to write to Transport Scotland asking that Community Councils in the Cowal Area be extended an invite to the A83 Taskforce meeting.

(a) VMS Update

A representative from Transport Scotland was not present at the meeting and no written update was submitted.

Outcome

The Forum requested that Transport Scotland look at utilising the VMS signs to highlight the upcoming night closures on the A83.

(b) A83

A representative from Transport Scotland was not present at the meeting and no written update was submitted.

(c) Butterbridge Car Park

A representative from Transport Scotland was not present at the meeting and no written update was submitted.

Debbie Donald informed the Group that the barrier has been moved to allow more cars to park and it was agreed that this item is now concluded.

7. POLICE SCOTLAND

PC Alex Smith provided the Forum with the following verbal update:

- The issue previously raised regarding deer on the carriageways is currently being looked at by Transport Scotland and the Scottish National Heritage Society.
- No further issues of concern to raise from a policing perspective.
- The Forum held a conversation regarding enforcement on the Bullwood Road. Police Scotland confirmed that enforcement of the speed limit is ongoing in this area and highlighted the need for the community to have shared responsibility in maintaining a legal speed on the road.

Outcome

1. PC Smith agreed to look at concerns raised regarding vehicles parking on the corners in Kirn.
2. PC Smith agreed to investigate the camper van that is currently permanently parked at the foot of Clyde Street, Kirn, blocking sightlines.
3. PC Smith agreed to look at issues regarding cyclists on the pavement in Argyll Street.
4. Debbie Donald, on behalf of Cairndow Community Council, thanked Police Scotland for their increased presence in Cairndow noting that this was working as a deterrent against speeding.

8. TIMBER TRANSPORT GROUP

Iain Catterwell had submitted apologies to the meeting which were received post meeting with the following update- Positive progress was being made on timber companies liaising over the sharing of the allowed numbers and frequencies of loaded timber lorries per day on the B8000.

Outcome

The Forum raised concerns regarding lorries mounting the pavement at Strachur Bay and asked if the Timber Transport Group could look into it.

9. ROADS UPDATE

Roads Representatives had submitted apologies to the meeting and a written update was tabled.

(a) TRO Updates - Dunoon Pier

Pier Rd Dunoon TRO - 10 objections received at least are going to be upheld, this may be forwarded to an independent reporter.

Queen Hall TRO - objections received, these will require to be reviewed and removed if possible otherwise the TRO may have to be passed to an independent reporter.

Outcome

The Forum requested clarification on what constitutes as Pier Road in relation to the TRO.

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

Parking Restrictions- Bus Bays at Queens Hall, Tudor Tearooms & Morrison's. The TRO will require to be amended to "local buses" only, with appropriate signage to stop tour coaches using these bays.

(c) Parked Vehicles on Paving Slabs Outside Argyll Hotel

Bollards etc. have been ordered to stop Vehicles parking within Argyll Gardens..

Operational Services will programme the requirement to erect on site, once delivered.

(d) **Road Markings in Cowal - General update**

Awaiting sub-contractor to complete previously issued works. As previously stated, this work is highly weather dependent with contractors working to timescales for mobilisation, which are unable to take advantage of short term localised improvements within network wide programmes of outstanding work.

Outcome

1. The Forum expressed concern regarding the length of time it takes for markings to be put in place and the lack of replacing faded and old markings and asked that this be raised with the Roads department.
2. The Forum asked for clarification on what the budget is for road markings in the Cowal area.

(e) **Speed Surveys: Kirn, Cairndow, Sandhaven to Cothouse, Millhouse and Colintrave, Sandbank Shore road**

Speed Surveys Kirn (2 have been carried out) Cairndow (1 has been carried out opposite Inn) Sandhaven to Cothouse (1 has been carried out) Sandbank Shore Rd (1 has been carried out, second visit not carried out yet.) Colintrave (1 has been carried out) , Millhouse (2 surveys have been carried out, first 1 at hall, unfortunately second survey information was corrupted on file. To be redone.) Only the results at Colintrave have merited any physical improvements. Carriageway roundels and additional signage will be used to enhance the 30MPH "gateway" and will be programme in the new financial year.

Outcome

The Forum requested that their concerns around the type of speed survey used be raised with Roads and Amenity Services. In particular the Forum wished to record dissatisfaction regarding the lack of figures available on the range of speeds recorded following a survey being conducted.

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

Traffic management Tighnabruaich, Kames and Millhouse to be progressed when speed/volume surveys have been carried out.

Outcome

Paul Paterson on behalf of Kilfinan Community Council expressed concerns regarding traffic management and would like Roads and Amenity Services to look at speeding, infrastructure, lights, ditches and road markings in the Tighnabruaich, Kames and Millhouse area.

(g) **Winter Maintenance - Kilmun and Strone**

Winter Maintenance – Kilmun & Strone, The department is not aware of any issues.

The period of snow and sharp frosts late January were a feature of the whole Argyll and Bute network. However, that apart, all treatment plans have been delivered as per Policy.

Outcome

Graeme Revill on behalf of Kilmun Community Council asked if the large volume of grit remaining on the pavements in Kilmun could be swept.

(h) Road Closure Notifications

Road Closure Notifications. Emergency Services; Public Transport; Chair of Area Committee; local Councillors and local Community are all informed of issues related to Roads Closures in their area. Further to this, any emergency / reactive closures due to incidents are posted on the Council Webpage in the Service Disruption – Roads, section.

(i) Waiving of Parking Charges

Waiving of Parking Charges. This will require permission from Full Council if there is loss or potential loss of income.

(j) Flooding at Cot House Bus Stop

Roads advised that they were unaware of “flooding” at Northbound plinth conceding that Southbound may have some water gathering in channel. An initial inspection may be practicable on Fri 8th March but given the nature of the road embankment arrangement here, water accumulation of any great extent or depth is unlikely.

10. ANY OTHER COMPETENT BUSINESS

Jimmy Bell, on behalf of Hunters Quay Community Council, requested that the Fountain Quay bus stop remain on the agenda due to concerns raised by local residents as to the lack of shelter in place. He advised that he would pass on the update provided at the meeting to residents.

Debbie Donald, on behalf of Cairndow Community Council, advised that enquiries had been made as to whether a sign could be placed to prevent motorhomes parking overnight in the layby near the A83. Roads had advised her that they could purchase their own sign but other attendees had been advised that this would be illegal. It was agreed to check the policy regarding signage with Roads and Amenity Services.

11. DATE OF FUTURE MEETINGS

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

- Monday 17th June 2019

MINUTES of MEETING of BUTE AND COWAL COMMUNITY PLANNING GROUP held in EAGLESHAM HOUSE, ROTHESAY on TUESDAY, 7 MAY 2019

Present: Cathleen Russell, Colglen Community Council (Chair)
Willie Lynch, Dunoon Community Council (Vice-Chair)
Councillor Bobby Good, Argyll and Bute Council
Councillor Audrey Forrest, Argyll and Bute Council
Stuart McLean, Area Committee Manager, Argyll and Bute Council
Samantha Somers, Community Planning Officer, Argyll and Bute Council
(Lync)
Sharon MacDonald, Community Development Officer, Argyll and Bute Council
Chief Inspector Douglas Wilson, Police Scotland
Iona McPhail, ACHA
Maggie Clark, Health and Social Care Partnership
Jane Williams, Health and Social Care Partnership
Robin Patel, ECHO Trail
Dinah McDonald, ECHO Trail
Jackie Shearer, Rothesay Pavilion
Julie Tait, Rothesay Pavilion
Fiona Gillespie, Isle of Bute Resilience
Greg Mercer Brown, Isle of Bute Resilience
Anne Kennovan, CLD Youth Worker
Blair McColm, Cowal Youth Forum
Xavier Graysmark, Cowal Youth Forum
Anne Campbell, Dunoon Area Alliance
Lorna Whyte, Live Argyll
Nicola Hackett, Live Argyll
Andy Revill, Dunoon Observer

1. WELCOME AND APOLOGIES

The Chair welcomed everyone to the meeting and general introductions were made.

Apologies for absence were intimated by:

Councillor Jim Anderson
Councillor Jim Findlay
Inspector Fiona Davidson, Police Scotland
Michelle Rusden, Police Scotland
Sharon Erskine, Home-Start MAJIK
Debbie Donald, Cairndow Community Council
Dee James, Rape Crisis

2. DECLARATIONS OF INTEREST

No declarations of interest were intimated.

3. MINUTES

(a) **Meeting of the Bute and Cowal Community Planning Group, held on Tuesday, 5 February 2019**

The minute of the Bute and Cowal Community Planning Group meeting of 5th February 2019 was approved as a correct record.

4. CPP MANAGEMENT COMMITTEE

(a) **CPP Full Partnership Highlights**

The Community Planning Officer presented a video showcasing the Community Planning Partnership (CPP) Full Partnership meeting which took place on Wednesday, 28 March 2019 in the Queens Hall, Dunoon. She outlined the positive part that pupils from Dunoon Grammar School played in making the event a success.

The video for the CPP Full Partnership can be found by following this link: <https://vimeo.com/332182960>

Decision:

The Bute and Cowal Area Community Planning Group agreed to note the information provided.

(Ref: Video by Community Planning Manager, dated 7 May 2019, Community Planning Partnership Agenda, 28 March 2019, submitted.)

5. AREA COMMUNITY PLANNING ACTION PLAN - TRACKER

The Community Planning Officer outlined the engagement plan for the next iteration of the tracker and took the group through the progress of actions currently identified on the Area Community Planning Action Plan tracker.

Discussion took place in respect of the actions which were classed as not on track, with members of the group being satisfied that actions were being progressed where necessary and work is ongoing to pursue these actions.

Decision:

The Bute and Cowal Area Community Planning Group agreed to note the information provided.

(Ref: Report by Area Community Planning Manager, dated 7 May 2019, submitted)

6. ARGYLL AND BUTE OUTCOME IMPROVEMENT PLAN 2013-2023 - OUTCOME 5 (PEOPLE LIVE ACTIVE, HEALTHIER AND INDEPENDENT LIVES)

(a) Health and Wellbeing Partnership Annual Update

The group gave consideration to a report which outlined the work currently being progressed by the eight local Health and Wellbeing Networks in Argyll and Bute. It highlighted the responsibilities of the Networks which included developing local action plans, holding local networking meetings and allocating the Health and Wellbeing small grant fund.

The Health Improvement Lead provided information regarding the future role of the Health and Wellbeing Partnership, which included information on the findings of an evaluation carried out in January 2019 as a result of falling attendance rates at partnership meetings and a lack of engagement from Community Planning partners; the merger of the working group for the Outcome 5 delivery plan with the Health and Wellbeing Partnership, which had culminated in the conclusion of the delivery plan for Outcome 5; the Health and Wellbeing priorities for 2019-20 and connecting Outcome 5 with the four Area Community Planning Groups.

Ms Clark agreed to provide to the Senior Committee Assistant for circulation to the wider group a flier in respect of a Health and Wellbeing event taking place on Friday, 10 May 2019 at 12.30pm in Inveraray for Partners who wished to attend. She also agreed to forward for circulation a link to the Survey Monkey highlighted in the report, and asked Partners to take the opportunity to complete the survey to enable improvements to the Bute and Cowal Health and Wellbeing Network.

Decision

The Bute and Cowal Area Community Planning Group agreed to note the information provided.

(Ref: Report by Health Improvement Lead, dated 7 May 2019, submitted)

(b) Bute Health and Wellbeing Network

The Group considered an annual update report on the work currently being undertaken locally by the Bute Health and Wellbeing Network.

A representative from Bute Health and Wellbeing Network was not present at the meeting, therefore no further update was provided.

Decision

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

(Ref: Report by Bute Health and Wellbeing Network Representative, dated 7 May 2019, submitted)

(c) **Cowal Health and Well Being Network**

The Group considered an annual update report on the work currently being undertaken locally by the Cowal Health and Wellbeing Network.

A representative from Cowal Health and Wellbeing Network was not present at the meeting, therefore no further update was provided.

Decision

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

(Ref: Report by Cowal Health and Wellbeing Network Representative, dated 7 May 2019, submitted)

(d) **ECHOtrail**

The group gave consideration to a presentation from Robin Patel outlining the development of the East Cowal Heritage Outdoors (ECHO) Trail and its vision for promoting and evolving tourism resources in the area as well as encouraging community involvement in the project.

Discussion was held around the need for linkage into existing projects, local community groups and Community Councils.

Mr Patel agreed to collate a list of local resources including CPG Members, local projects and relevant Groups on Bute. The Senior Area Committee Assistant agreed to provide Mr Patel with contact details.

Decision

The Bute and Cowal Area Community Planning Group agreed to note the information provided.

(Ref: Presentation by Robin Patel, dated 7 May 2019, submitted)

(e) **Argyll and Bute Rape Crisis**

The Group considered an update report on the service delivery for the Bute and Cowal Area by Rape Crisis.

A representative from Argyll and Bute Rape Crisis was not present at the meeting, therefore no further update was provided.

Decision

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

(Ref: Report by Nicola Hall, Argyll and Bute Rape Crisis, dated 7 May 2019, submitted)

7. ARGYLL AND BUTE OUTCOME IMPROVEMENT PLAN 2013-2023 - OUTCOME 6 (PEOPLE LIVE IN STRONGER AND SAFER COMMUNITIES)

(a) Police Scotland Annual Update

Chief Inspector Douglas Wilson provided the Group with a verbal update on incidents relating to the Bute and Cowal area for quarter 4 of 2018/19, which included continued work on road safety campaigns which had resulted in a 23% decrease in road related incidents.

Police Scotland are also working in partnership with Argyll and Bute Council, Transport Scotland and BEAR to improve signage and general road conditions. Chief Inspector Wilson also took the Group through statistics for crimes including violence and anti-social behaviour, public protection, domestic abuse and incidents involving drugs.

It was noted that that there is no significant concerns regarding crime rates in the Bute and Cowal Area.

He informed the Group that a detailed annual report was not yet available but would be circulated to the Group in due course.

Decision

The Bute and Cowal Area Community Planning Group agreed to note the contents of the information provided.

(Ref: Verbal update by Police Scotland, dated 7 May 2019, submitted)

(b) Scottish Fire and Rescue Service Annual Update

A representative from Scottish Fire and Rescue was not present at the meeting and no report was submitted, therefore no update was provided.

(c) ACHA Annual Update

The group gave consideration to a presentation from Iona McPhail, ACHA. The presentation outlined current housing stock, new and refurbished properties, newly built office premises, statistical breakdown of the annual tenants satisfaction survey and the 10 10 10 initiative that provides funding for community projects and details of ongoing neighbourhood improvement scheme that would concentrate on improving communal areas in ACHA owned housing estates.

The Group held a conversation that highlighted the need for temporary accommodation for workers within Bute and Cowal.

Ms McPhail agreed to circulate details of available funding to the group.

Decision

The Bute and Cowal Area Community Planning Group agreed to note the presentation.

(Reference: Presentation by ACHA, dated 7 May 2019, submitted)

(d) **Rothesay Pavilion - Contributing to a Stronger Community**

The group gave consideration to a presentation from Julie Tait and Jackie Shearer from the Rothesay Pavilion which outlined the proposed layout and future uses of the Pavilion once the renovation works have been completed.

Jackie and Julie emphasised the importance and need for local knowledge and community engagement and encouraged the Group to sign up to the WAVE newsletter for up to date progress reports and further information on how groups can get involved.

The Senior Area Committee Assistant agreed to circulate the presentation and contact details.

Decision

The Bute and Cowal Area Community Planning Group noted the presentation.

(Reference: Presentation by Jackie Shearer and Julie Tait, Rothesay Pavilion, dated 7 May 2019, submitted)

8. COMMUNITY FOCUS

(a) **Isle of Bute Resilience**

The group gave consideration to a presentation from Fiona Gillespie and Greg Mercer Brown from the Isles of Bute Resilience Team. The Isles of Bute Resilience Team are a voluntary organisation set up in March 2018 to assist emergency services in times of need on Bute, such as missing people searches, marshalling at events, food parcel deliveries and flood prevention assistance.

The Group held a conversation around relevant groups that the Isle of Bute Resilience could link into and the feasibility of creating a Resilience Team in Cowal.

Decision

The Bute and Cowal Area Community Planning Group agreed to note the information provided.

(Reference: Presentation by Isle of Bute Resilience, dated 7 May 2019, submitted)

9. PARTNERS UPDATE

Cowal Youth Forum

Blair McColm and Xavier Graysmark informed the Group of the importance of the Cowal Youth Forum in providing opportunities, activities and support to young people in the community who wouldn't otherwise have these opportunities. They also raised awareness of the impact the proposed funding cuts would have to the service and drew the Groups attention to ways in which meetings and partnership working could be altered to encourage more participation from a younger age demographic.

Bute and Cowal CAUCUS

Willie Lynch advised that current issues they are dealing with include, people accessing health services out with the Cowal Area and the suitability of the ferry infrastructure as well as outpatient travel costs. Meetings had been set up with Caledonian MacBrayne and the Health and Social Care Partnership to try and address the situation.

Live Argyll

Nicola Hackett advised that Live Argyll had launched a new reduced rate membership which had generated six hundred new members in four weeks across Argyll and Bute.

Live Argyll are currently involved in the McMillan Cancer Charity Move More programme and library service plan to help assist cancer patients.

Ms Hackett also advised that a further four years investment had been agreed for Active Schools which would include more targeted work with Police Scotland and youth services to support young people.

Health and Social Care Partnership

Jane Williams advised that work was ongoing to provide a three chair dialysis unit and trained nurses on Bute which would eliminate the need to travel for four dialysis patients living on the Island.

The Area Committee Manager informed the Group that a press release on the restructure of the Locality Planning Groups would be circulated to the Group at the conclusion of the meeting.

10. DATE OF NEXT MEETING

The group noted that the next meeting of the Bute and Cowal Area Community Planning Group would take place at 10.00am on Tuesday, 6 August 2019 within the Timber Pier Building, Dunoon.

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ARGYLL AND BUTE COUNCIL**BUTE AND COWAL AREA
COMMITTEE****CUSTOMER SERVICES****4 JUNE 2019**

AREA SCORECARD FQ4 2018-19

1 Background

- 1.1 This paper presents the Area Report and Scorecard for Financial Quarter 4 2018/19 (January-March 2019) 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.
- 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:
Sonya Thomas
Performance and Improvement Officer
Improvement and HR

01546 604454

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 FQ4 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. Measures with no Trend Data are the cumulative Car Parking Income measures.

SUMMARY OF PERFORMANCE AGAINST TARGETS

	FQ3 18/19	FQ4 18/19	
	15	13	GREEN
	6	8	RED
	10	10	NO TARGET
	31	31	TOTAL No. OF MEASURES

SUMMARY OF THE TREND AGAINST PREVIOUS QUARTER

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

B&C Area Scorecard FQ4 2018-19

Performance element	Status	Trend	Target FQ3 18/19	Actual FQ3 18/19	Target FQ4 18/19	Actual FQ4 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	16	16	Allan Brandie	FQ4 2018/19 - B&C Fyne Homes completed 16 units (including 1 bespoke special needs unit) at Queen's (formerly Spence) Court site in Dunoon.
								FQ3 2018/19 - B&C No completions in Bute and Cowal during quarter 3.
CC26_01-Number of new affordable homes completed per annum. (Housing Services)	●	↓	62	62	45	45	Allan Brandie	FQ4 2018/19 - A&B 45 units in total - bringing annual completions to 107. ACHA handed over 16 units at Castlewood (formerly Jutland) Court, Helensburgh - 16 remain to be completed in 2019/20. They also completed a special needs unit (for a Gypsy/Traveller family) in North Connel. Fyne Homes completed 16 units (including 1 bespoke special needs unit) at Queen's (formerly Spence) Court site in Dunoon. And 4 units were delivered by end March 2019 at Minard (phase 2). Link completed 8 units at Albany Street, Oban. Overall, a very positive outcome for the year given the original projections at start of 2018.
								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.

B&C Area Scorecard FQ4 2018-19

Performance element	Status	Trend	Target FQ3 18/19	Actual FQ3 18/19	Target FQ4 18/19	Actual FQ4 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	●		£64,389	£68,611	£76,905	£87,188	Stuart Watson	FQ4 2018/19 - B&C The income for FQ4 was £87,188 against a target of £76,905. The additional income equates to £10,283. There is no obvious reason for the increased income.
								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.
Car Parking income to date - A&B (StreetScene) ANNUAL CUMULATIVE TOTAL	●		£834,808	£800,441	£997,076	£950,084	Stuart Watson	FQ4 2018/19 - A&B The income for FQ3 was £950,084 which represents a shortfall of £46,992 against the target income of £997,076. This is due in part due to a delay in progressing traffic regulation order for Duck Bay, on and off street parking. However other impacts through year may have arisen from poor weather or other events.
								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 parking receipts. The DPE shortfall may be down to better driver behaviour generating less PCNs as they begin to follow the Councils parking's rules. The shortfall in parking receipts is more difficult to explain, it may be due to poor weather, lack of events or other unknowns.
Total number of Penalty Charge Notice Figures - B&C		↓	No Target	193	No Target	161	Keith Tennant	FQ4 2018/19 - B&C Bute & Cowal Amenity Warden remains 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
								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
Total number of Penalty Charge Notice Figures - A&B		↑	No Target	1,246	No Target	1,479	Keith Tennant	FQ4 2018/19 - A&B Commentary provided at Area level
								FQ3 2018/19 - A&B Commentary provided at Area level

B&C Area Scorecard FQ4 2018-19

Performance element	Status	Trend	Target FQ3 18/19	Actual FQ3 18/19	Target FQ4 18/19	Actual FQ4 18/19	Owner	Comments
Dog fouling - total number of complaints B&C (Streetscene B&C)		↓	No Target	27	No Target	24	Tom Murphy	FQ4 2018/19 - B&C The total number of complaints for the period within Bute and Cowal was 24. The area teams continue to assess the areas of complaints and liaise with the local wardens to patrol in the problem areas. The service will continue to engage with all partners in an attempt to deal with this problem.
								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.
Dog fouling - total number of complaints A&B (StreetScene)		↑	No Target	56	No Target	78	Tom Murphy	FQ4 2018/19 - A&B Complaints are still coming in regarding dog fouling, the Wardens are addressing them and also targeting problem areas that have been identified.
								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.

B&C Area Scorecard FQ4 2018-19

Performance element	Status	Trend	Target FQ3 18/19	Actual FQ3 18/19	Target FQ4 18/19	Actual FQ4 18/19	Owner	Comments
LEAMS - B&C Bute (Cleanliness Monitoring Systems) MONTHLY DATA	●	↓	73	89	73	88	Tom Murphy	<p>FQ4 2018/19 - LEAMS Bute The level of performance in the Bute operation remains high over the FQ4 quarter. Recording a performance level of January 86, February 88 and March 89. The national standard is 67 with the service setting a benchmark figure of 73</p> <p>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</p>
LEAMS - B&C Cowal (Cleanliness Monitoring Systems) MONTHLY DATA	●	↓	73	78	73	72	Tom Murphy	<p>FQ4 2018/19 - LEAMS Cowal Cowal's performance for the FQ4 period is higher than the national average set at 67, however the performance this quarter of January 72, February 71 and March 74 is lower than the previous quarter</p> <p>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</p>
LEAMS - Argyll and Bute monthly average (Cleanliness Monitoring Systems) MONTHLY DATA	●	↓	75	80	75	78	Tom Murphy	<p>FQ4 2018/19 - LEAMS A&B The level of performance remains at a 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.</p> <p>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.</p>

B&C Area Scorecard FQ4 2018-19

Performance element	Status	Trend	Target FQ3 18/19	Actual FQ3 18/19	Target FQ4 18/19	Actual FQ4 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	FQ4 2018/19 - B&C There were no inspections during this quarter. FQ3 2018/19 - B&C There were no HMIE Inspection during quarter 3.
HMIE positive Secondary School Evaluations - A&B (Authority Data)	●	⇒	0 %	0 %	0 %	0 %	Maggie Jeffrey	FQ4 2018/19 - A&B There were no inspections during this quarter. FQ3 2018/19 - A&B There were no HMIE Inspection during quarter 3
Percentage of pupils with positive destinations - A&B (Authority Data)	●	⇒	92.0 %	94.7 %	92.0 %	94.7 %	Martin Turnbull	FQ4 2018/19 - A&B School leaver destination statistics are no longer published but instead the focus is 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 now requires to be collated from information available on Insight. Argyll and Bute's % of Pupils with Positive Destinations is 95% (1% above the National average and equal to our virtual comparator). Destinations - FE - 40.6% Employment - 31.7 Training - 1.9% Unemployed - 3% Volunteering - 0.7% FQ3 2018/19 - A&B No update within this quarter, next update will be February 2019

B&C Area Scorecard FQ4 2018-19

Performance element	Status	Trend	Target FQ3 18/19	Actual FQ3 18/19	Target FQ4 18/19	Actual FQ4 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 %	87.0%	75.0 %	94.1%	Peter Bain	<p>FQ4 2018/19 - B&C Turnaround of pre-apps within B&C has now been above the target of 75% for two years, demonstrating consistency.</p> <p>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.</p>
PR23_03- Percentage of Pre-application enquiries processed within 20 working days - A&B (Planning Applications)	●	↓	75.0 %	69.0%	75.0 %	56.7%	Peter Bain	<p>FQ4 2018/19 - A&B The teams in Bute & Cowal, and Helensburgh & Lomond continue to meet all targets. Priority is given to statutory targets for processing planning applications, which has been achieved in Mid-Argyll, Kintyre & Islay at the expense of processing PREAPP's. * Diversion of resource in Oban, Lorn & The Isles team to prepare for a Judicial Review and deal with complex applications being taken to PPSL has lead to a further degradation in PREAPP performance. * * Please refer to ATL Comments specific to the Area PREAPP performance measures. Officer level performance reporting is being rolled out in FQ1 to assist Area Team Leaders in monitoring individual performance (currently only available at area level).</p> <p>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. A new Planning Officer has been recruited, and another colleague has returned from maternity so we expect to see further improvements in this area.</p>
Householder Planning Apps: Ave no of Weeks to Determine - B&C (Planning Applications)	●	↑	8.0 Wks	7.3 Wks	8.0 Wks	6.8 Wks	Peter Bain	<p>FQ4 2018/19 - B&C The performance target of 8 weeks was met for the 6th consecutive quarter.</p> <p>FQ3 2018/19 - B&C The performance target of 8 weeks was met for the 5th consecutive quarter.</p>
Householder Planning Apps: Ave no of Weeks to Determine - ABC (Planning Applications)	●	↑	8.0 Wks	7.4 Wks	8.0 Wks	7.2 Wks	Peter Bain	<p>FQ4 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.</p> <p>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.</p>

B&C Area Scorecard FQ4 2018-19

Performance element	Status	Trend	Target FQ3 18/19	Actual FQ3 18/19	Target FQ4 18/19	Actual FQ4 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%	38.0%	75.0%	87.0%	Kevin McIntosh	FQ4 2018/19 - B&C The target for FQ4 for Bute and Cowal was exceeded demonstrating significant improvement and performance in Q3.
								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.
RA14_05- Percentage of street lighting repairs completed within 10 days (Street Lighting - Maintenance)	●	↑	75.0%	25.0%	75.0%	70.0%	Kevin McIntosh	FQ4 2018/19 - A&B We have experienced some delays and reductions to our targets in the OLI and MAKI areas specifically, this has been a result of the RAS transformation process and sickness absence. We are in the process of filling outstanding vacancies which have been advertised on numerous occasions, once we are back to a full complement of staff, the emphasis will be a focus on reducing the overdue jobs. Works continue to catch up with the backlog in lighting repairs which experienced delays with staff assisting Christmas lights.
								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.
Shanks - Percentage of Waste Recycled, Composted & Recovered (Waste Management Performance)		↑	No Target	45.0%	No Target	50.2%	John Blake	FQ4 2018/19 - Waste PPP Area 50.2% recycled, composted and recovered in Q4 (32.5% recycled/composted and 17.7% recovered). 18/19 year figure is 49.6% recycled ,composted and recovered (31.8% recycled/composted and 17.8% recovered).
								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).
Islands - Percentage of Waste Recycled, Composted & Recovered (Waste Management Performance)		↑	No Target	32.4%	No Target	48.3%	John Blake	FQ4 2018/19 - Islands. 48.3% recycled, composted and recovered in Q4 . 18/19 year figure is 38.7%.
								FQ3 2018/19 - Islands. 32.4% recycling ,composting and recovery in Q3 . Year to date figure is 34.9% .
H&L - Percentage of Waste Recycled, Composted & Recovered (Waste Management Performance)		↓	No Target	52.6%	No Target	50.9%	John Blake	FQ4 2018/19 - H&L 50.9% recycled, composted and recovered in Q4 (42.8% recycled/composted and 8.1% recovered). 18/19 year is 50.2% recycled ,composted and recovered (41.9% recycled/composted and 8.2% recovered).
								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).
RA24_02- Percentage of waste recycled, composted and recovered. (Waste Management Performance)	●	↑	40.0 %	46.4%	40.0 %	50.2%	John Blake	FQ4 2018/19 - A&B FQ4 - 50.2% recycled ,composted and recovered (37.2% recycled/composted and 13.1% recovered). 18/19 year figure is 48.8% recycled, composted and recovered (35.5% recycled/composted and 13.3% recovered).
								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)

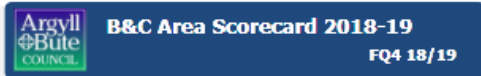
B&C Area Scorecard FQ4 2018-19

Performance element	Status	Trend	Target FQ3 18/19	Actual FQ3 18/19	Target FQ4 18/19	Actual FQ4 18/19	Owner	Comments
Total number of Complaints regarding Waste Collection - B&C Bute (Streetscene B&C)		↓	No Target	1	No Target	0	Tom Murphy	FQ4 2018/19 - Bute During the FQ4 period no complaints were registered in relation to the waste collection and recycling collection on the Island of Bute. This is an exceptional level of service considering the number of domestic and commercial properties that the service currently uplifts from
								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.
Total number of Complaints regarding Waste Collection - B&C Cowal (Streetscene B&C)		↓	No Target	2	No Target	1	Tom Murphy	FQ4 2018/19 - Cowal Only one complaint was registered in the Cowal area during the FQ4 period, given the scale of the general waste and recycling collections, this is an excellent achievement
								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
Total number of Complaints regarding Waste Collection - A&B (StreetScene)		↓	No Target	15	No Target	13	Tom Murphy	FQ4 2018/19 - A&B The number of service complaints for the FQ4 period are very low, we continue to provide a good service to the public.
								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.

B&C Area Scorecard FQ4 2018-19

Performance element	Status	Trend	Target FQ3 18/19	Actual FQ3 18/19	Target FQ4 18/19	Actual FQ4 18/19	Owner	Comments
Making It Happen								
B&C Teacher Absence (Education Other Attendance)	●	↓	1.50 Avg. days lost	1.29 Avg. days lost	1.50 Avg. days lost	2.29 Avg. days lost	Anne Paterson	<p>FQ4 2018/19 Whilst there has been an increase in the quarter, overall the absence rate for teachers has been positive and within the overall annual target.</p> <p>FQ3 2018/19 - B&C Whilst there was a slight increase this quarter, the measure remains within target</p>
A&B Teacher Absence (HR1 - Sickness absence ABC)	●	↓	1.50 Avg. days lost	1.48 Avg. days lost	1.50 Avg. days lost	2.15 Avg. days lost	Anne Paterson	<p>FQ4 2018/19 - A&B Whilst there has been a small increase in the quarter, overall the absence rate for teachers has been positive and within the overall annual target.</p> <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 increases the figures.</p>
B&C LGE Staff Absence (HR1 - Sickness absence ABC)	●	↑	2.36 Avg. days lost	4.99 Avg. days lost	2.36 Avg. days lost	4.34 Avg. days lost	Jane Fowler	<p>FQ4 2018/19 - B&C Again this quarter has seen a level of absence similar to the last quarter and above the target. This is being experienced across all LGE employee groups and is the subject of strategic action by SMT. A wellbeing strategy is being developed, joint work on prevention is being explored with community planning partners and a spend to save business case is being investigated.</p> <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/flus 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>
A&B LGE Staff Summary - Combined Office & Non Office (HR1 - Sickness)	●	↓	2.36 Avg. days lost	3.60 Avg. days lost	2.36 Avg. days lost	3.76 Avg. days lost	Jane Fowler	<p>FQ4 2018/19 - A&B Again this quarter has seen a level of absence similar to the last quarter and above the target. This is being experienced across all LGE employee groups and is the subject of strategic action by SMT. A wellbeing strategy is being developed, joint work on prevention is being explored with community planning partners and a spend to save business case is being investigated.</p> <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>

Bute and Cowal Area Scorecard FQ4 2018/19



'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 16 ✔
Target 16 ↑

PR26_01-Number of new affordable homes completed per annum.
Actual 45 ✔
Target 45
Benchmark 80 ↓

Corporate Outcome - People live in safer and stronger communities

Car Parking income to date - B&C
Actual £ 87,188 ✔
Target £ 76,905 ↑

Car Parking income to date - A&B
Actual £ 950,084 ✘
Target £ 997,076 ↑

B&C - Number of Parking Penalty Notices Issued
Actual 161 ↓

A&B - Number of Parking Penalty Notices Issued
Actual 1,479 ↑

Dog fouling - total number of complaints B&C
Actual 5 ✔
↑

Dog fouling - total number of complaints A&B
Actual 9 ✔
Target 26 ↑

LEAMS - B&C Bute
Actual 90 ✔
Target 73 ↑

LEAMS - Argyll and Bute monthly average
Actual 83 ↑

LEAMS - B&C Cowal
Actual 81 ✔
Target 73 ↑

Corporate Outcome - The economy is diverse and thriving

Householder Planning Apps: Ave no of Weeks to Determine - B&C
Actual 6.8 Wks ✔
Target 8.0 Wks ↑
Benchmark 7.2 Wks

Householder Planning Apps: Ave no of Weeks to Determine - ABC
Actual 7.2 Wks ✔
Target 8.0 Wks ↓
Benchmark

% of Pre-Application enquiries processed within 20 working days - B&C
Actual 94.1 % ✔
Target 75.0 % ↑
Benchmark 56.7 %

% of Pre-application enquiries processed within 20 working days - A&B
Actual 56.7 % ✘
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 94.7 % ✔
Target 92.0 %

Corporate Outcome - We have infrastructure that supports sustainable growth

Total number of Complaints regarding Waste Collection - B&C Bute
Actual 0 ↑

Total number of Complaints regarding Waste Collection - A&B
Actual 13 ↑

Total number of Complaints regarding Waste Collection - B&C Cowal
Actual 1 ↑

Shanks - Percentage of Waste Recycled, Composted & Recovered
Actual 50.2 % ↑

Islands - Percentage of Waste Recycled, Composted & Recovered
Actual 48.3 % ↑

RA24_02-Percentage of waste recycled, composted and recovered.
Actual 50.2 % ✔
Target 40.0 % ↑
Benchmark 42.0 %

H&L - Percentage of Waste Recycled, Composted & Recovered
Actual 50.9 % ↓

Street lighting - B&C percentage of faults repaired within 10 days
Actual 87 % ✔
Target 75 % ↑

RA14_05-Percentage of street lighting repairs completed within 10 days
Actual 70 % ✘
Target 75 % ↑

Making It Happen

B&C Teacher Absence
Actual 2.29 Days ✘
Target 1.50 Days ↓

A&B Teacher Absence
Actual 2.15 Days ✘
Target 1.50 Days ↓

B&C LGE Only
Actual 4.34 Days ✘
Target 2.36 Days ↑

A&B LGE Staff Summary - Combined Office & Non Office
Actual 3.76 Days ✘
Target 2.36 Days ↓



B&C Area Scorecard 2018-19

FQ4 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	16	↔
Target	16	↑

PR26_01-Number of new affordable homes completed per annum.

Actual	45	↔
Target	45	↓
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 £ 87,188 **G**
 B&C Target £ 76,905 **↑**

Car Parking income to date - Actual £ 950,084 **R**
 A&B Target £ 997,076 **↑**

Dog fouling - total number of complaints B&C Actual 24 **G**
↑

Dog fouling - total number of complaints A&B Actual 78 **G**
↓

LEAMS - B&C Bute Actual 88 **G**
 Monthly Data September 2018 **↓**

LEAMS - Argyll and Bute monthly average Actual 78 **G**
↓



LEAMS - B&C Cowal Actual 72 **R**
 Monthly Data September 2018 **↓**



B&C - Number of Parking Penalty Notices Issued Actual 161 **↓**



A&B - Number of Parking Penalty Notices Issued Actual 1,479 **↑**



'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 6.8 Wks 
 Ave no of Weeks to Determine Target 8.0 Wks 
 - B&C Benchmark 7.2 Wks

Householder Planning Apps: Actual 7.2 Wks 
 Ave no of Weeks to Determine - ABC Target 8.0 Wks 
 Benchmark

% of Pre-Application enquiries processed within 20 working days - B&C Actual 94.1 % 
 Target 75.0 % 

% of Pre-application enquiries processed within 20 working days - A&B Actual 56.7 % 
 Target 75.0 % 



B&C Area Scorecard 2018-19

FQ4 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'

Corporate Outcome - We have infrastructure that supports sustainable growth

Total number of Complaints regarding Waste Collection - B&C Bute Actual 0 ↑

Total number of Complaints regarding Waste Collection - B&C Cowal Actual 1 ↑

Total number of Complaints regarding Waste Collection - A&B Actual 13 ↑

Shanks - Percentage of Waste Recycled, Composted & Recovered Actual 50.2 % ↑

Islands - Percentage of Waste Recycled, Composted & Recovered Actual 48.3 % ↑

H&L - Percentage of Waste Recycled, Composted & Recovered Actual 50.9 % ↓

RA24_02-Percentage of waste recycled, composted and recovered. Actual 50.2 % G
Target 40.0 % ↑
Benchmark 42.0 %

Street lighting - B&C percentage of faults repaired within 10 days Actual 87 % G
Target 75 % ↑

RA14_05-Percentage of street lighting repairs completed within 10 days Actual 70 % R
Target 75 % ↑



B&C Area Scorecard 2018-19

FQ4 18/19

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

Making It Happen

B&C Teacher Absence	Actual	2.29 Days	R
	Target	1.50 Days	↓

A&B Teacher Absence	Actual	2.15 Days	R
	Target	1.50 Days	↓

B&C LGE Only	Actual	4.34 Days	R
	Target	2.36 Days	↑

A&B LGE Staff Summary - Combined Office & Non Office	Actual	3.76 Days	R
	Target	2.36 Days	↓

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ARGYLL AND BUTE COUNCIL**BUTE & COWAL AREA COMMITTEE****CUSTOMER SERVICES****4 JUNE 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 and are progressing well.

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 was provided in the March 2019 update to members.

RECOMMENDATIONS

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

ARGYLL AND BUTE COUNCIL

BUTE & COWAL AREA COMMITTEE

CUSTOMER SERVICES

4 JUNE 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 note and 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	Completed November 2018
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 works ongoing
November 2019	Whole school occupation	Whole school available for occupation – demolition of existing separate games hall building to commence
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:

- Remedial snagging works ongoing
- Scaffold stripped and removed from site
- Hand strip and machine demolition of the existing East Wing
- Foundations removed under Archaeologist supervision
- Building footprint stripped to formation level

- Contaminated ground removed, examined and uplifted
- BT cable relocation and repairs at Hub Hut
- Fuel pipes have been flushed and cleaned
- Phase 3 foundation installation and reinforcement works completed
- Lift core installation

4.4

<p>Hillfoot Street Elevation at East Wing Demolition Commencement</p>	<p>Kirk Street Elevation of Demolition Progress</p>
<p>Demolition Progress</p>	<p>Internal stair removal</p>
<p>Site clearance following demolition looking toward Hillfoot Street</p>	<p>Hillfoot Street Elevation following demolition of old East Wing</p>
<p>Foundation reinforcement & Shuttering installation works</p>	



4.5 Future Building Works

- Completion of sub structure works (currently at 90% completion)
- Completion of new foul and storm water drainage within the building footprint
- Commencement of steelworks (including stairs & landings)
- Preparatory works for suspended slab and ground slab

The re-programming of the works subsequent to the issue of concrete sickness has meant that the removal of the temporary staircase at the rear of the east wing will not now happen in the school summer holidays this year. This will require to be re-programmed to take place immediately after handover. Positive discussion has taken place with the contractor and also the school to ensure that there will be no disruption to the operation of the school and to limit works during term time.

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 further visit is scheduled for later this year, and a summary of the report will be provided to members in the next Project Update

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.

30 April 2019

For further information contact:

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ARGYLL AND BUTE COUNCIL
CUSTOMER SERVICES: EDUCATION

BUTE and COWAL AREA COMMITTEE
4TH JUNE 2019

Primary School Report 2018/19 – Bute and Cowal

1.0 EXECUTIVE SUMMARY

1.1 The attached is a report on the primary schools in Bute and Cowal 2018/19 which is being presented to the Bute and Cowal Area Committee for noting.

2.0 RECOMMENDATIONS

2.1. That Members consider the content of the appended report.

If you require further information, please contact the Head of Education - anne.paterson@argyll-bute.gov.uk

Douglas Hendry
Executive Director of Customer Services

Anne Paterson
Head of Education: Lifelong Learning & Support
Chief Education Officer

Councillor Yvonne McNeilly
Policy Lead for Education and Lifelong Learning

For further information contact:
Tina Sartain, Area Education Officer

APPENDICES

Primary School Report 2018/19 – Bute and Cowal

Argyll and Bute Council 2018 - 2019



OUR CHILDREN...



THEIR FUTURE...

Customer Services: Education

Primary Area Report: Bute and Cowal

Introduction

Within the Bute and Cowal area there are fourteen primary schools – three on Bute and eleven in Cowal. Nursery provision is provided in seven of these schools. Gaelic Medium education is provided at Sandbank Primary.

This session there have been several staff changes in headship across the area. Mrs Julie Fish was appointed as Acting Head Teacher at Strone PS in January 2019. The permanent position will be interviewed in May 2019. Mrs Karen Wheatley was appointed as Acting Head Teacher Head Teacher at Lochgoilhead Primary School in January 2019. Again, the permanent position will be interviewed in May 2019. Ms Lisa Marle was appointed as Head Teacher at Toward and Innellan Primary Schools in June 2018. Mrs Victoria Greenway was appointed as Head teacher at Kilmodan Primary School in June 2018. Ms Marion Boyd was appointed as Head Teacher at Strachur Primary School in June 2018. Mrs Elizabeth Santos was appointed as Acting Head Teacher at North Bute Primary School in January 2019. Ms Maria Seery was appointed as Acting Head Teacher at St Andrew's Primary school in November 2018

This report provides a range of key information about the schools in the area and highlights some of the wide and varied range of activities our young people have been involved in during session 2018-19.

The Standards and Quality report to Community Services, 11th December 2018 provided elected members with important information on the progress made in relation to education within all of Argyll and Bute.

Most recently (March 14th, 2019) the Community Services Committee paper – The National Improvement Framework for Scottish Education, provided an overview of the Argyll and Bute Primary and Secondary achievement in Literacy and Numeracy for P1, P4, P7 and S3 published by the Scottish Government on the 12 December 2018 in Achievement of Curriculum for Excellence (CFE) Levels 2017/18 (Appendix A). The report also provided an update on the Scottish Governments 2019 National Improvement Framework and Improvement Plan for Scottish Education.

Additional and more detailed information about each school can be found in the school's Standards and Quality Reports. In addition each school's Improvement Plan outlines their main priorities for improvement. Most schools have an active website where these documents can be accessed and further links or information can be obtained from the Head Teacher.

Primary School Profiles: Bute and Cowal**SIMD Profile:**

Number of pupils at each SIMD level in each cluster area											
Cluster	1	2	3	4	5	6	7	8	9	10	Total
Bute	14	48	103	127		41		29			362
Cowal	110	67	77	204	314	115	18			1	906
Helensburgh and Lomond	47	105	115	2	356	47	329	297	331	119	1748
Islay and Jura				40		150	19			13	222
Kintyre North				1	2	101					104
Kintyre South		98	87		153	108	93				539
Mid-Argyll				47	52	218	188			5	510

45% of pupils in Bute and 28% of pupils in Cowal live in SIMD 1-3. 7% of pupils in Bute live in SIMD 8, and there are no pupils who live in SIMD 9 or 10 in Bute.

Bute Cluster Primary School Profile 2018-2019

Primary School Roll (as at census) *						
Cluster Primary Schools	14/15	15/16	16/17	17/18	18/19	% change in Roll over 5 years ¹
North Bute Primary School	47	41	35	37	33	-29.79%
Rothesay Primary School	225	237	275	286	277	23.11%
St Andrew's Primary School	103	79	63	61	53	-48.54%
Total Roll for cluster	375	357	373	384	363	-3.2%

* Data for rolls provided at Census each year

¹ Please note the % change in Roll over 5 years shows the percentage change in roll figures from 2014/2015 to 2018/2019 and is not an average.

Footwear and Clothing Grant and Free School Meal Information for Bute Cluster

	14/15	15/16	16/17	17/18²	18/19²
Clothing and Footwear Grant (CFG) (number of pupils) ²	125	118	118	111	116
Clothing and Footwear Grant (CFG) (% of cluster school roll)	33.3%	33.1%	31.6%	28.9%	32.04%
Total CFG for Primary Schools in Argyll and Bute	1113	891	910	875	940
Total CFG for Primary Schools as a % of total school roll in Argyll and Bute	19.2%	14.6%	15.7%	14.89%	16.05%
	14/15	15/16³	16/17	17/18²	18/19²
Free School Meals (number of pupils)	97	87	79	75	92
Free School Meals (% of cluster school roll)	25.9%	24.4%	21.1%	19.5%	25.41%
Total Free School Meals for Primary Schools in Argyll and Bute	856	675	553	581	729
Total Free School Meals for Primary Schools as a % of total school roll in Argyll and Bute	14.8%	11.1%	9.6%	9.9%	12.44%
National Average for Free School Meals for Primary Schools (%)	55.3%	54.1%	53.4%	Not yet collated	Not Yet Collated
National Average for Free School Meals for P4-P7 only (%)	Not collated	19.2%	17.9%	Not yet collated	Not Yet Collated

² Clothing and Footwear Grant (CFG) is not shown as a National Average as each authority set their own criteria and therefore cannot be compared accurately. Please note that 2018-2019 data for CFG and Free School Meals (FSM) is to date (December 2018) and therefore may change as the year progresses.

³ On 5 January 2015, the Scottish Government launched the extension of free school meals eligibility

to include all children in primary 1-3.

National Averages for Free School Meals have been taken from 'Healthy Living Survey 2018'

In May 2018 the Scottish Government introduced a School clothing grant minimum set at £100. The school clothing grant now has a minimum level of £100 in all local authorities, starting in time for the 2018-19 academic year.

Exclusion and Attendance information for Bute Cluster

	14/15	15/16	16/17	17/18⁶	18/19⁶
Attendance (% of cluster school roll) ⁴	94.98%	96.01%	95.3%	96.2%	95.4%
Unauthorised Absence (% of cluster school roll)	0.84%	0.82%	1.39%	1.19%	1.5%
Authority Average – (%) Primary Schools in Argyll and Bute	95.87%	95.52%	95.26%	95.27%	95.38%
Unauthorised Absence - (%) Primary Schools in Argyll and Bute	0.89%	0.98%	1.18%	1.03%	1.32%
National Average for both Secondary and Primary Pupils (%)⁵	93.70%	Not collated	91.1%	Not collated	Not yet collated
	14/15	15/16	16/17	17/18⁷	18/19⁷
Exclusion Openings	0	0	4	0	3
Exclusion Incidents	0	0	3	0	1
As a % of Total Argyll and Bute Primary School Exclusion Openings	0%	0%	4%	0%	0.09%
As a % of Total Argyll and Bute Primary School Exclusion Incidents	0%	0%	10%	0%	0%

⁴ Authorised absence includes bereavement, short – term exceptional domestic situations, religious observance, weddings of immediate family. Unauthorised absence includes truancy, unexplained absence and most family holidays during term time. Attendance and absence is outlined in Management Circular 3.03.

⁵ Attendance, Absence and Exclusion information is now collected on a biennial basis and was **not** collected for 2013/2014, 2015/2016, 2017/18 academic years. It was collected at the start of 2017/2018 session for 2016/2017.

⁶ Please note that attendance data for 2018-2019 is for the year to date and not a complete year. It is therefore subject to change.

⁷ Please note that exclusion data for 2018-2019 is for the year to date and not a complete year. It is therefore subject to change.

National Averages for Attendance have been taken from Attendance and Absence 2016/17 - Supplementary Data – March 2018.

Cowal Cluster Primary School Profile 2018-2019

Primary School Roll (as at census) *						
Cluster Primary Schools	14/15	15/16	16/17	17/18	18/19	% change in Roll over 5 years¹
Dunoon Primary School	196	203	188	189	206	5.1%
Innellan Primary School	8	11	19	26	32	300%
Kilmodan Primary School	14	13	13	14	16	14.29%
Kirn Primary School	239	251	250	284	276	15.48%
Lochgoilhead Primary School	22	27	24	26	23	4.55%
Sandbank Primary School	80	81	72	72	63	- 21.25%
Sandbank Primary School Gaelic Unit	39	40	42	38	44	12.82%
St Mun's Primary School	134	128	135	125	121	-9.7%
Strachur Primary School	47	42	42	38	32	- 31.91%
Strone Primary School	26	31	25	30	27	3.85%
Tighnabruaich Primary School	30	28	31	38	36	20%
Toward Primary School	31	22	25	30	30	-3.23%
Total Roll for cluster	866	877	866	910	906	4.62%

* Data for rolls provided at Census each year

¹ Please note the % change in Roll over 5 years shows the percentage change in roll figures from 2014/2015 to 2018/2019 and is not an average.

Footwear and Clothing Grant and Free School Meal information for Cowal Cluster

	14/15	15/16	16/17	17/18²	18/19²
Clothing and Footwear Grant (CFG) (number of pupils) ²	247	197	212	208	220
Clothing and Footwear Grant (CFG) (% of cluster school roll)	28.5%	22.5%	24.5%	22.9%	24.3%
Total CFG for Primary Schools in Argyll and Bute	1113	891	910	875	940
Total CFG for Primary Schools as a % of total school roll in Argyll and Bute	19.2%	14.6%	15.7%	14.89%	16.05%
	14/15	15/16³	16/17	17/18²	18/19²
Free School Meals (number of pupils)	187	83	135	142	179
Free School Meals (% of cluster school roll)	21.6%	9.5%	15.6%	15.6%	19.8%
Total Free School Meals for Primary Schools in Argyll and Bute	856	675	553	581	729
Total Free School Meals for Primary Schools as a % of total school roll in Argyll and Bute	14.8%	11.1%	9.6%	9.9%	12.44%
National Average for Free School Meals for Primary Schools (%)	55.3%	54.1%	53.4%	52.7%	Not Yet Collated
National Average for Free School Meals for P4-P7 only (%)	Not collated	19.2%	17.9%	17.5%	Not Yet Collated

Clothing and Footwear Grant (CFG) is not shown as a National Average as each authority set their own criteria and therefore cannot be compared accurately. Please note that 2018-2019 data for CFG and Free School Meals (FSM) is to date (December 2018) and therefore may change as the year progresses.

³ On 5 January 2015, the Scottish Government launched the extension of free school meals eligibility to include all children in primary 1-3.

National Averages for Free School Meals have been taken from 'Healthy Living Survey 2018'

In May 2018 the Scottish Government introduced a School clothing grant minimum set at £100. The school clothing grant now has a minimum level of £100 in all local authorities, starting in time for the 2018-19 academic year.

Exclusion and Attendance information for Cowal Cluster

	14/15	15/16	16/17	17/18	18/19 ⁶
Attendance (% of cluster school roll) ⁴	95.16%	95.04%	94.91%	95.12%	94.68%
Unauthorised Absence (% of cluster school roll)	0.96%	1.11%	1.39%	1.54%	1.49%
Authority Average – (%) Primary Schools in Argyll and Bute	95.87%	95.52%	95.26%	95.16%	95.38%
Unauthorised Absence - (%) Primary Schools in Argyll and Bute	0.89%	0.98%	1.18%	1.24%	1.32%
National Average for both Secondary and Primary Pupils (%)⁵	93.70%	Not collated	91.1%	Not collated	Not yet collated
	14/15	15/16	16/17	17/18 ⁷	18/19 ⁷
Exclusion Openings	50	25	36	3	0
Exclusion Incidents	9	7	9	1	0
As a % of Total Argyll and Bute Primary School Exclusion Openings	43.9%	51%	37.1%	15.8%	0%
As a % of Total Argyll and Bute Primary School Exclusion Incidents	33.3%	53.8%	31.03%	16.7%	0%

⁴ Authorised absence includes bereavement, short – term exceptional domestic situations, religious observance, weddings of immediate family. Unauthorised absence includes truancy, unexplained absence and most family holidays during term time. Attendance and absence is outlined in Management Circular 3.03.

⁵ Attendance, Absence and Exclusion information is now collected on a biennial basis and was **not** collected for 2013/2014, 2015/2016, 2017/18 academic years. It was collected at the start of

2017/2018 session for 2016/2017.

⁶ Please note that attendance data for 2018-2019 is for the year to date and not a complete year. It is therefore subject to change.

⁷ Please note that exclusion data for 2018-2019 is for the year to date and not a complete year. It is therefore subject to change.

National Averages for Attendance have been taken from Attendance and Absence 2016/17 - Supplementary Data – March 2018.

Achievement of a level data June 2018

CLUSTER	STAGE ROLL	STAGE	ELT	ER	EW	N	ROLL	GLT	GR	GW
BUTE	61	P1	88.52%	85.25%	68.85%	86.89%				
	56	P4	67.86%	58.93%	55.36%	51.79%				
	60	P7	88.52%	88.33%	86.67%	86.67%				
COWAL	126	P1	95.12%	86.51%	77.78%	86.51%	*	100.0%	75.00%	75.00%
	152	P4	77.55%	74.83%	68.71%	70.39%	*	100.0%	80.00%	60.00%
	126	P7	88.89%	80.65%	75.81%	70.63%	*	50.00%	50.00%	50.00%
HALCO	246	P1	95.12%	89.43%	84.96%	89.43%				
	245	P4	90.61%	82.86%	77.96%	72.45%				
	244	P7	90.57%	86.89%	80.33%	79.92%				
ISLAY AND JURA	23	P1	95.65%	86.96%	82.61%	86.96%	*	100.0%	100.0%	100.0%
	30	P4	78.57%	71.43%	57.14%	66.67%	*	0.00%	0.00%	0.00%
	37	P7	86.49%	64.86%	67.57%	75.68%	*	40.00%	40.00%	40.00%
MID ARGYLL	63	P1	87.30%	73.02%	68.25%	77.78%				
	67	P4	79.10%	80.60%	76.12%	73.13%				
	77	P7	92.21%	83.12%	74.03%	79.22%				
MULL AND IONA	15	P1	86.67%	86.67%	86.67%	80.00%	*	57.14%	71.43%	71.43%
	23	P4	94.12%	88.24%	88.24%	86.96%	*	100.0%	100.0%	66.67%
	20	P7	85.00%	72.22%	69.23%	70.00%	*	80.0%	80.0%	60.00%
NORTH KINTYRE	14	P1	92.86%	85.71%	71.43%	100.0%				
	13	P4	100.0%	100.0%	100.0%	100.0%				
	14	P7	85.71%	78.57%	71.43%	50.00%				
OLI	156	P1	91.67%	84.62%	84.62%	91.03%	14	100.0%	100.0%	100.0%
	201	P4	89.36%	84.04%	80.85%	82.09%	13	92.31%	84.62%	84.62%
	188	P7	85.11%	81.91%	75.14%	79.79%	*	100.0%	83.33%	83.33%
SOUTH KINTYRE	73	P1	82.19%	83.56%	75.34%	79.45%				
	81	P4	75.31%	80.25%	74.07%	77.78%				
	71	P7	84.51%	80.28%	61.97%	70.42%				

NOTES:

ER English reading, EW English writing, ELT English Listening and talking N Numeracy

GR Gaelic reading, GW Gaelic writing, GLT Gaelic Listening and talking.

* Pupil numbers are suppressed

The data highlighted in green indicates that this is above the national average for this stage and curricular area.

Curriculum for Excellence expectation or benchmark is that 75% of pupils will achieve the level appropriate for their stage. Due to the small sample size it is important to note that the data may vary considerably from year to year and that caution should be used when making comparisons between schools or with national

data.

The path most children and young people are expected to follow through the above levels reflects the stages of maturation and how they engage with learning as they develop. Some children and young people will start learning at these levels earlier and others later, depending upon individual needs and aptitudes.

The table below outlines the National expectations of when most children and young people may achieve each level:

CfE Level	Stage
Early	The final two years of early learning and childcare before a child goes to school and P1, or later for some.
First	To the end of P4, but earlier or later for some.
Second	To the end of P7, but earlier or later for some.
Third and fourth	S1-S3, but earlier or later for some.

Further information:

National Improvement Framework for Scottish Education –

<https://www.gov.scot/policies/schools/national-improvement-framework/>

Early Years Update



Early Years Area Report

Children and families within Argyll and Bute currently access Local Authority Early Learning and Childcare (ELC) offered either through a morning or afternoon session, where the area still operates a 600 hours delivery model, or via a blended placement, where 1140 hours has been phased in.

ELC is also provided by Voluntary and Private operated groups in addition to Local Authority Services. The 3rd sector are in a position to provide 'wrap around' Childcare for Parents who wish to purchase hours to allow them to work, attend college etc.

Community Childminding is a service which is provided for children following a referral from Health or Social Work; it is designed to be an early intervention to support families predominately for children aged less than 3 years. Partner Childminders can also provide ELC for eligible children aged 2 years.

Proposed expansion of ELC

The Scottish Government is proposing to increase the number of ELC funded hours to 1140hrs per year from 2020. At present, children aged three and four and some two year olds access 600 hours of ELC per year. An ELC Delivery Plan has been developed to plan the implementation of 1140 hours of ELC in Argyll and Bute. As part of this plan, a survey was carried out to find out what parents wanted to help shape future provision in Argyll and Bute. A total of 577 parents responded, with 58% of parents showing a preference for ELC provision which follows the school year – e.g. a pattern of provision which follows the school day during term time. 40% of parents wanted ELC provision across the year – both within the school term and during the holidays. This data was able to inform the development of the proposed Argyll and Bute ELC delivery model:

Local Authority Proposed ELC Delivery Model

When developing a service model for ELC for local authority provision, the following elements were taken into consideration:

The needs of parents and families within ELC clusters across Argyll and Bute.

The sustainability of partner providers which provide much valued wraparound childcare within the towns and surrounding areas of Argyll and Bute.

The sociodemographic profile of each of the ELC clusters.

Projected economic development within ELC clusters.

This information was gathered through a robust mapping exercise within each of the localities of Argyll and Bute. It was then used as a basis for proposing two service models for local authority ELC expansion:

Model One - ELC provision which matches the school day, offering term time provision and totalling 30 hours per week

This model will be used in smaller settings where it would not be financially viable to open for extended hours. This model will also be used if there are partner providers within the local area which already offer wraparound ELC provision and there is sufficient capacity to meet local need.

Model Two - ELC provision which runs from 8.30 – 5.30 every day, throughout the year, offering flexibility of uptake

This model will be used in larger local authority settings where there are no partner providers offering wraparound ELC within the local area and there is a demand for such provision.

Current Phasing within Cluster

Isle of Bute Currently Phased In

Rothesay Pre5 Campus – Term time 9.00am to 3.00pm

Rothesay Playgroup – Term time 9.00am to 3.00pm

Apple Tree Nursery – 50 weeks 2 sessions per day 4.5 hour sessions.

Cowal Currently Phased In

Strachur Primary Pre5 – Term time 9.00am – 3.00pm

Lochgoilhead Primary Pre5 – Term time 9.00am – 3.00pm

Kilmodan Primary Pre5 – Term time 9.00am – 3.00pm

Sunbeams Nursery – Innellan & Toward Family Centre 9.00 – 3.00pm

Cairndow Community Childcare – flexible model to suit individual to parents 48 weeks per year.

Home 2 Home Childminders - Term time to suit parents

Phasing In – January 2020

Kirn Primary Pre5
Dunoon Primary Pre5
Sandbank Primary Pre5
Sandbank Primary Gaelic Pre5
Clyde Cottage Local Authority Nursery
Clyde Cottage Voluntary Nursery
Patchwork 2 to 5 Nursery

Parent Comments:

- *Xxxx wouldn't change anything about his nursery.*
- *Xxxxx Absolutely loves nursery and has a great relationships with staff, it's such a lovely place.*
- *The staff are very friendly and welcoming, very helpful and understanding.*
- *The best thing is she can stay in nursery for longer and will be ready for school.*
- *I see the nursery as a home from home and can't imagine my child anywhere else.*

Child Comments starting "The best thing about nursery is"

- *My teachers Helen and Siobhan, all the boys and the food – especially the puddings.*
- *Playing outside.*
- *My teachers.*
- *Playing with toys, making friends and joining in the activities.*
- *Seeing and playing with my friends.*

Next Steps

Plans are in place to phase in the expansion of ELC to more settings across Argyll and Bute in preparation for full implementation in August 2020. However, this will be dependent on receiving the appropriate funding from the Scottish Government. Argyll and Bute Council has gifted a piece of land to a nursery on Bute to enable it to grow and create additional childcare places for young people on the island. Apple Tree Nursery is based in Rothesay and the land concerned is at the rear of Rothesay Pavilion, adjoining the nursery. By gifting Apple Tree this land, it will enable the nursery to increase provision for young people in the area – something strongly supported by the council's education services as part of the Scottish

Government's 1140 hours requirement

For more information on expansion of ELC across Argyll and Bute please contact Ailsa Dominick (EAST) or Lorna Cameron (WEST) – ailsa.dominick@argyll-bute.gov.uk lorna.cameron@argyll-bute.gov.uk

Workforce Development update April 2019

Early Years Foundation Apprentices

Cohort 1 started August 2018

Early Years Team members wrote and delivered the National Progression Award for the FA.

6 pupils from Rothesay Joint Campus participated in year 1.

Cohort 2 to start August 2019

A successful bid was submitted to Skills Development Scotland by Argyll and Bute Training Centre to deliver 36 FAs this year. There has been interest from the following secondary schools although numbers have yet to be determined following pupils' subject choices:

Oban

Tiree

Tobermory

Helensburgh

Lochgilphead

Campbeltown

In Helensburgh, delivery will be in partnership with West College Scotland (Clydebank) and Early Years Team members will deliver in the other areas along with Argyll & Bute Training Centre staff.

Early Years Modern Apprentices

Cohort 1 started Dec 2018 – Jan 2019

6 MAs were recruited to the following ELC settings:

Park Primary Family Learning Centre

Colgrain Primary ELC

John Logie Baird Primary ELC

Campbeltown Nursery

Dalintober Primary, ELC

Clyde Cottage Nursery

Cohort 2 starting by August 2019

2 MAs will be recruited to the following ELC settings:

Sandbank Primary Early Level (Gaelic)

Rockfield Primary ELC (Gaelic)

4 MAs will be placed in ELC settings within the following areas:

Oban district

Mull

Helensburgh

Mid Argyll

Early Years Graduate Apprentices

2 places agreed for A&B to take part in a pilot for this qualification, in partnership with UHI.

Proposed placements:

Oban

Islay

Funded qualifications

In 2018 – 19, the following numbers of ELC staff have been funded to work towards recognised qualifications to meet SSSC registration and for professional development

	SVQ2 (SSCYP)	SVQ3 (SSCYP)	SVQ4 (SSCYP)	BA Childhood Practice	Post Grad Dip in Childhood Practice	MEd in Childhood Practice
H&L	1	6	2	1		1
B&C	2	4			1	
OLI	2	4	1	2		
MAKI		7	2	1		

CPD training

To deliver Scottish Government aims of 1140 hours of quality ELC provision, professional development for staff has been focused upon the Early Years Service priorities of:

- leadership at all levels
- effective use of information to improve outcomes
- learning and development 0-3 years

- outdoor learning and family learning

In addition to the Early Level training courses held centrally in Inveraray, and our on-line training options, the following CPD courses took place locally in each area:

Outdoor Learning

To support our ambition to have a significant amount of funded ELC delivered outdoors, we have invested in Woodland Activity Leader Training (WALT), with Wild Things, an [award winning](#) environmental education charity. Ten ELC practitioners were trained in September 2018 and 13 will be trained in May 2019.

In addition, the Early Years Team is working with Stramash to deliver training on **Outdoor Learning through the Seasons in Argyll & Bute**. This training will incorporate 4 days of training, in different seasons throughout the year, in each of the 4 local areas, with the aim of creating a resource at the end which can be shared across all ELC settings.

For further information on Workforce development, please contact linda.burgar@argyll-bute.gov.uk

ELC - Learning and Development

As part of the Education Strategy 'Our Children, Their Future', the Argyll and Bute 'ELC Learning and Development Framework' has been developed to provide strong and consistent guidance on learning and development from birth through to a child starting school. Every setting and childminder has been issued with this guidance and providers are encouraged to use this tool as part of their self- evaluation, along with 'Building the Ambition' and 'How Good is our Early Learning and Childcare?' Members of the central support team use the Framework as a key document as part of their support visits, focusing on 'Environment', 'Experiences' and 'Interactions'. Data is also used to analyse the quality of provision with progress being tracked through 'Care Inspectorate' and 'Education Scotland' inspections. Twice a year the local authority gathers data in relation to 4 year old children's progress within their developmental milestones, and this is used to target resources more effectively. Teams are being trained in the use of improvement methodology to support their own improvement journeys – being clear about how they know a change has led to an improvement. As well as tracking progress in children's learning outcomes, practitioners in nurseries also track each child's progress within their developmental milestones. We know that most children achieve their milestones as a matter of course. However, some children might need a little extra help or time to achieve theirs. The milestones we track are:

- Social, emotional and behavioural

- Speech and language
- Cognitive and sensory
- Fine motor skills
- Gross motor skills

The Early Years Service gathers data twice a year (December and June) to find out how children are progressing within their milestones.

Developmental Milestone Data – December 2018 – By Area

Similarly, data is collected and analysed around Care Inspectorate gradings of all

Area	DM Data – December 2018
B+C	52%
MAKI	38%
OLI	32%
H+L	53%

ELC units.

Care Inspectorate Grades – March 2019 – By Area

Area	Number of Settings	Percentage graded '4' (good) or above as a result of Care Inspectorate inspections
B+C	14	93% (13)
MAKI	20	93% (19)
OLI	22	93% (21)
H+L	14	86% (12)

For more information on ELC Learning and Development, please contact – Tina Sartain tina.sartain@argyll-bute.gov.uk

Health and Wellbeing

Learning in health and wellbeing ensures that children and young people develop the knowledge and understanding, skills, capabilities and attributes which they need for mental, emotional, social and physical wellbeing now and in the future. Learning through health and wellbeing enables children and young people to:

- make informed decisions in order to improve their mental, emotional, social and physical wellbeing;
- experience challenge and enjoyment;
- experience positive aspects of healthy living and activity for themselves;
- apply their mental, emotional, social and physical skills to pursue a healthy

lifestyle;

- make a successful move to the next stage of education or work;
- establish a pattern of health and wellbeing which will be sustained into adult life, and which will help to promote the health and wellbeing of the next generation of Scottish children.

Scottish Government Initiative 2 hour quality PE per week in primary schools – the vast majority of schools, 98%, across the authority achieved this in 2018 and the results of this year's Healthy living Survey will be published in June 2019.

School swimming – the majority of schools are able to participate in school swimming, normally for 4 - 6 weeks with either primary 4s, 5 s or 6s participating. In the small schools the whole school is often able to participate.

Daily Mile – numerous primary schools participate in this to raise the level of physical activity and general wellbeing for their pupils.

PE development 2018 -19 – introduction of the Connections PE resource continues across the authority. This resource was developed by South Lanarkshire Council at early level, and Borders Councils at first and second level to all primary schools. Twilight sessions were held in clusters to introduce the resources with staff taking part in practical activities to experience some of the activities. This is an up to date PE resource for schools to support staff across different levels of knowledge and confidence to ensure that children receive the high quality experiences in physical education that will help them develop the skills, knowledge, confidence and motivation for lifelong physical activity.

PE development – planning PE round the SALs, benchmarks and moderation in PE. Support given to schools with how to plan for PE by focusing on the SALs and the PE Benchmarks. Staff in some schools are gaining confidence using the PE benchmarks to support their professional judgement of progress and using them to identify next steps in learning. .

PE development in Early Years

Two development days have taken place over the year to support staff to develop skills, knowledge, understanding and confidence to deliver PE in Early Years. Looking at the importance of PE in Early Years and understanding how PE influences and affects learning in physical competencies, physical fitness, cognitive skills and personal qualities. The days focussed on developing balance and control and coordination in particular through numerous activities – general movement, gymnastics, dance and games.

Balance bikes

Linking with the PE development round balance and control and coordination training

has been delivered on balance ability training. The reason children feel more confident on a balance bike is firstly due to their ability to place their feet on the floor but also due to the fact that their centre of gravity is lower than that of a pedal bike, allowing them to be more stable. This project was delivered in partnership with road safety who funded the balance bikes. Learning in road safety as well as physical development was included in the balance bike training.

Smoke Free Me

P6s and/or P7s across the authority were involved in the drama production -'Smoke Free Me' by Raenbow Productions. Lessons were completed in school, with class teachers, to emphasis and discuss further the topics covered in the drama.

Access to Free Sanitary Products

The Scottish Government committed to providing all girls with free sanitary products starting in August 2018. COSLA have been working with local authorities to create a distribution plan. Alongside some other local authorities Argyll and Bute consulted with girls to collect their views and suggestions of how this can work, with discussions involving the following:-

- Distribution suggestions
- Distribution through community pharmacies
- Money going directly to schools
- How many do they think would take up this offer?
- How could the distribution be managed in school bearing in mind dignity and modesty?
- How else could this work?
- How can study leave, holiday access etc. be planned for?

Following on from this schools were given their allocation of money for pupils from P6-S6 for products and set up costs for storage/equipment and a set of guiding principles to follow.

Young Scot designed promotional posters which were distributed to all schools to display as well as information on their website on periods.

All P6 and 7 girls are being given a period starter kit from 'Hey Girls' a social enterprise company, who also have very informative information on their website.

Access to Free Sanitary Products - Guiding Principles

Guiding Principles

The delivery model should be based on:

- Protecting students' dignity, avoiding anxiety, embarrassment and stigma
- Making a range of products and different qualities available, giving students choice about the products they want to use
- A response that is reflective of students' views and experiences
- An efficient and dignified approach which demonstrates value for money
- An offer for all eligible students throughout the year to include both term time and holidays
- Ensuring sanitary products are easily accessible to meet individual needs
- Individuals being able to get sufficient products to meet their needs
- Gender equality, ensuring anyone who menstruates can access products, including transgender men and non-binary individuals, and that language is gender neutral. The roll out of gender neutral toilets should also be taken into account.
- Awareness raising and education to both promote the 'offer' and change cultural norms.

Most schools across the authority now have this project up and running, with it being particularly effective in schools where pupil voice has driven this project forward.

Children and Young People's Health and Wellbeing and Parental Involvement and Engagement Censuses

There are two distinct censuses being conducted across Scotland commencing May 2019 and August 2019. The first is the Parental Involvement and Engagement Census and the other is the Health and Wellbeing Census involving all pupils from P5 to S6.

Background

What is the purpose of the Parental Involvement and Engagement (PIE) Census?

The PIE Census aims to rationalise the collection of Parental Involvement and Engagement data by providing a set of questions all local authorities will be invited to ask in their respective areas, which should result in comparable data being collected.

Once available, the data will be used primarily to drive improvement at a local level but also to help monitor the progress of policies rolled out at a national level.

The National Action Plan on Parental Engagement as well as the National Improvement Framework require evidence to ensure their aims are being delivered.

What is the purpose of this Health and Well Being (HWB) Census?

As part of the National Improvement Framework all pupils from P5 – S6 will have the opportunity to participate in the census, with the same agreed set of core questions in order to monitor a broad range of topics and themes in a consistent and reliable way across Scotland.

The approach being introduced in relation to the HWB Census will provide each LA with an opportunity to gather, process and analyse their own data in order to look at their own evidence for statistical and research purposes only as part of the public task.

The Local Government in Scotland Act 2003 states that Local Authorities (LAs) have a power to do anything which it considers is likely to promote or improve the well-being of its area and/or persons within that area.

The Standards in Scotland's Schools etc. Act 2000 state that education authorities must endeavour to ensure that their schools are health promoting. Therefore, the gathering of this evidence at a local level is needed in order for LAs to identify and drive forward improvements where it is needed, and to monitor whether improvement happens as a result.

Timescale and Use of Data

Parental Involvement and Engagement (PIE) Census in Argyll and Bute

The PIE Census will be conducted in May – June 2019 as an online survey (but can be available on email, mobile or paper) and relates to their involvement and engagement with their child's school.

Data collected will be analysed by the authority for use in national and local policy and strategy, and fed back to schools as a tool for planning and improvement.

Health and Wellbeing Census in Argyll and Bute

Argyll and Bute, along with 2 other local authorities have been involved in the piloting of the HWB census, using the online survey, in a number of primary and secondary schools this month, testing both the technology and the content of the questionnaires. The following schools were involved in the pilot – Lochgilphead JC (primary and secondary pupils), Tarbert Academy (secondary pupils), Sandbank Primary, Toward Primary, Innellan Primary and Dervaig Primary. This census goes live in autumn 2019.

The data collected will be analysed and information will be used by Scottish Government, local authorities and schools to help shape future development plans to improve HWB of young people.

Relationships, Sexual Health and Parenthood (RSHP) – A new resource – still in draft form - is in the process of being developed by Education Scotland and some schools across the authority have been involve in training round the resource and have had the opportunity to feedback their thoughts to Education Scotland.

Rona Young
PT HWB

Some developments in the cluster for health and wellbeing this session included the following:



Strachur PS's volleyball teams were very successful at the tournament at Tighnabruaich gaining both first and second place. All the players were proud of their medals!

Pupils from Innellan Primary School participated in a wide variety of activities during their Health Week. This year's Health Week had a focus on mental and emotional wellbeing. The children learned about mindfulness and relaxation exploring how this can help our mental health in challenging situations. The pupils also experienced a wide range of activities including dance, athletics, yoga, drumming, hill walk, human body, Heart-start, tennis, Highland Dancing and Shinty which all help to promote a healthy mind and a healthy body



Sandbank PS

As part of our drive to get fit and be healthy our HWB Community Group have carried out a survey to ask parents and children how we could eat more healthy foods. As a result of this we have recently started a new Healthy Tuck Shop which is run by the pupil group. Our menu changes every day and we have had long queues of customers. On our first Thursday, we even ran out of bagels!!



Our school Health Week last year was also a huge success. We had a wide range of activities that included guest visitors and opportunities to try different sports and healthy foods. One of our favourite activities was the coaching we received at our local Bowling Club from famous Scottish Champions. It was so much fun we are organising weekly sessions for the forthcoming season.

In addition to this we have completed an application to the Mountain Biking club to ask if we can use the local tracks and paths as part of a healthy focus time for older pupils. This follows on from the I-cycle training we have been undertaking for all P6 pupils. We are also training some of our staff so that they can deliver lessons in

mountain biking. We hope to start this soon and we aim to use the local Heritage trail for most of our lessons, where we will cycle out and carry out different learning experiences, such as science lessons, in the local forest trails.

We have also has some great news recently that we have been awarded Bronze level as a Rights Respecting School. Our RRS Community Group have completed a range of surveys and every class in the school has their own Class Charter which reflects the articles of RRSA and links them to our own school values. We are now starting on the road to the Silver Award, which we hope to achieve next session. To help us with this we have started working with our local Community befrienders group. We visited them recently to introduce ourselves and take part in some of their activities.



Health and Wellbeing Census in Argyll and Bute

Argyll and Bute, along with 2 other local authorities have been involved in the piloting of the HWB census, using the online survey, in a number of primary and secondary schools this month, testing both the technology and the content of the questionnaires. The following schools were involved in the pilot – Lochgilphead JC (primary and secondary pupils), Tarbert Academy (secondary pupils), Sandbank Primary, Toward Primary, Innellan Primary and Dervaig Primary. This census goes live in autumn 2019.

The data collected will be analysed and information will be used by Scottish Government, local authorities and schools to help shape future development plans to improve HWB of young people.

Literacy

Language and literacy are of personal, social and economic importance. Our ability to use language lies at the centre of the development and expression of our emotions, our thinking, our learning and our sense of personal identity. Language is itself a key aspect of our culture. Literacy is fundamental to all areas of learning, as it unlocks access to the wider curriculum. Being literate increases opportunities for the individual in all aspects of life and lays the foundations for lifelong learning and work. Literacy promotes the development of critical and creative thinking as well as competence in listening and talking, reading, writing and the personal, interpersonal and team-working skills which are so important in life and in the world of work.

P1 Literacy

In August 2018 The Early Acquisition of Literacy Guidance was presented to P1 teachers across the Authority during a training day (for further information refer to ABLE2 website, <https://blogs.glowscotland.org.uk/glowblogs/able/>). The guidance focuses on the importance of providing opportunities to develop the early skills for reading and writing, including listening, talking, engaging with music, movement and memory and engaging with stories.

The Northern Alliance Literacy Pilot continues and a further 12 schools across the Authority are now involved. This project involves P1 classes and the approaches used are very similar with Authority guidance.

Cluster Focus on Writing in Upper Primary



Dunoon Film Festival 2018 may have finished but the festival has made a lasting impression on local school pupils in Cowal through their participation in a literacy project inspired by a memorable cinema experience.

Dan Semple, Cowal's Primary School Literacy Co-ordinator, worked with the film festival organisers and the team at the Dunoon Studio Cinema to screen the film 'Wonder' to over 150

P6 and P7 pupils from local primary schools. This project was driven by Dan's desire to establish more meaningful and engaging links with the local community in delivering the curriculum. He developed a film resource pack for the pupils, who

were asked to reflect on their experiences of watching the film when they returned to school. Pupils then had to use their literacy skills to produce their own film reviews.

'Feedback from pupils on the day has been brilliant', says Hannah Clinch from the Dunoon Film Festival team. 'They clearly took the story and the film to heart. We are looking forward to bringing more Dunoon Film Festival fun to cluster primaries in 2019!'

Many outstanding film reviews were produced by pupils from across the cluster following this event, illustrating how important it is to provide pupils with meaningful contexts for writing. After reading all of the film reviews, Dan created a shortlist and organised for the editor of the Dunoon Observer – Gordon Neish –



and the manager of West Coast Cinemas –

John Cunningham – to select two winning entries from each cluster primary school. Winners were suitably rewarded for their efforts with free cinema tickets and a certificate.



We'll leave the last word to one of the primary school pupils who participated in this project - "The film had such a strong message to deliver about anti-bullying. I loved it! Writing the film review was so enjoyable too because it had a purpose. I want to do more things like

this in school."

Accelerated Reader – Cowal Cluster



As part of our ongoing commitment to raise attainment in literacy, we have been extending the use of Accelerated Reader across the primary cluster in Cowal this year. It has now been introduced at Innellan, Toward, Sandbank, Tighnabruaich, Dunoon, Strone and Strachur primaries. Staff are embracing this new programme in their schools and the pupils are responding



very positively to Accelerated Reader.

At its heart, Accelerated Reader is simple. Children are directed towards suitable books (designed to stretch and challenge) while being age appropriate. A child then reads a book (fiction or non-fiction), takes an online quiz, and gets immediate feedback.

Parents/carers can also support their child with Accelerated Reader through Renaissance Home Connect.



A significant investment has been made

across the cluster, particularly at Dunoon Primary School where a new fully-stocked library has been created. This project has been led by Dan Semple, Literacy Co-ordinator for Cowal, and he has



worked very closely with BookPoint (Dunoon), clerical staff and Classroom Assistants to create a wonderful new resource for pupils.

Dunoon Grammar plans to introduce Accelerated Reader in August 2019. This will allow time to plan, invest in new texts and create a welcoming physical space. It will also lead to much more effective transition links being established between primary and secondary schools.



Ultimately, here in the Cowal cluster, we want our pupils to develop a life-long love for reading.



The pupils of Dunoon Primary have benefited from a number of literacy events this year. Author visits, funded through the Scottish Book Trust, gave senior pupils insight into the creative writing process which inspired them to create their own texts.

Sandbank PS

We have been busy updating our Library with books



to run alongside our new accelerated reader program. This has been a big job for the staff and pupils but the children are now reading more regularly and are clearly motivated to read a wider range of titles. In addition to



this we have been completing the national 500 word challenge and we received certificates for our great work. As part of our literacy action plan we are continuing to link learning activities in literacy with outdoor learning opportunities. We recently took

part in 'Literacy and the Outdoors' at Benmore.

Numeracy

Numeracy in Primary 1

Stages of Early Arithmetical Learning (SEAL)

There are now 25 primary schools trained in SEAL, encouraging effective engagement with parents. Feedback so far has been positive with more play based learning being used in approaches. Please see link on SALi for more information, <https://blogs.glowscotland.org.uk/ab/sali/2017/12/14/stages-of-early-arithmetical-learning/>. Head Teachers reported that 6 of our of original 10 schools (SEAL 2017/18) feel that the extension work into P2 has gone well. In August, P1 teachers were introduced to the Draft Guidance on the Early Acquisition of Numeracy which reflects the principles of SEAL .



Numeracy in Primary and Secondary

Number Talks

Training has been undertaken this session on Number Talks at First level, focusing on mental agility, providing a range of strategies for solving problems and developing pupils' skills in talking about number. There has also been training in Number Talks at Second level with a focus on fractions, decimals and percentages.



Concrete, Pictorial, Abstract Third and Fourth

As well as providing training from La Salle Education in September, most of our Secondary Schools have been provided with concrete resources to be used in effective learning and teaching.

St Mun's Primary

St Mun's have invested a lot of time, effort and PEF in to introducing SEAL (Stages of Early Arithmetical Learning) Maths recovery scheme, in an effort to raise attainment in Maths.

Thanks to PEF we were able to purchase the resources required. Maria McArthur, authority Principal Teacher for Numeracy, visited the school on three occasions to deliver an in-service training session to all staff and to work individually with those who were directly involved in using the SEAL. Staff have also attended Authority training days.

From August 2018, pupils in the new Primary One were taught largely following the principals in SEAL. Primary 5 pupils were individually assessed and those who were highlighted as requiring support received this from their class teacher and a support assistant who was funded through PEF and whose remit was solely to work with pupils on the SEAL programme. The Primary 5 class had been chosen to receive this support as there was a group of pupils for whom SNSA results, teacher assessment and professional judgement had highlighted would benefit from support in numeracy. SEAL proved very successful in the Primary 5. Pupils worked through the steps in the scheme at their own pace and many of the pupils have now completed the SEAL and become fully immersed in the class numeracy programme of work.

The success of SEAL in Primary 5 encouraged us to roll it out to other classes. We made the decision to employ a teacher two days a week from PEF. This teacher has assessed children from all classes and works with pupils to ensure that they are following a programme suited to their needs. Children work in small groups. They are building up their confidence in numeracy skills. Pupils can talk about strategies they use and can transfer their numeracy skills in other areas of Maths. Class based assessments have been encouraging and as we approach the time of the year when more formal assessments will be carried out, we are hopeful that we will be able to demonstrate that our investment in SEAL has paid off.

Next session, we will continue to use the SEAL Maths to support pupils. As this will start immediately on pupils returning to school in August, we are hopeful of even faster progress and aim to involve parents in the programme by hosting workshops to demonstrate the methods used and how they can be consolidated at home.

Lochgoilhead PS

Sorting it out

The whole schools has been learning about estimating and weighing objects this week. Primary 1 – 3 were working in the outdoor classroom, searching for objects to weigh in the playground. Back in class, they sorted all the objects from lightest to heaviest. There was lots of discussion and use of the correct mathematical language as the pupils solved the problems of how to get the order right.



Sandbank PS

Many of our classes have been completing Sumdog challenges and we are high on the Local Authority and National leaderboards. Last year our P5 class won the National Sumdog Challenge and this year we have had numerous places in the top 5, both in Argyll & Bute and in the whole of the UK.

1 +2 Languages

Strachur PS



Every year, the French Institute of Scotland organises 'le concours de la francophonie': a national French drama

competition for learners across Scotland. This competition is designed to value creativity in French and allow a large participation of all primary and secondary schools. Learners are invited to film a short piece, dialogue, song, or play in French. The competition is organised into phases: local authorities choose their local champions and then a national jury selects the winners

Kirn PS



A group of 15 pupils from Kirn Primary School have recently returned from a successful exchange trip to Germany. Kirn was paired with Hardenberg Gymnasium in Fürth as a result of a long standing exchange programme that's been in place between the German school and Dunoon Grammar, for more than 30 years.

The exchange was an opportunity to strengthen the link between the two areas, and the Kirn youngsters were partnered with German students the same age as them. The trip, which was supported by an Instant Impact grant from UK-German Connection, was also a great opportunity to inspire younger children to pursue German when they reach secondary school.

Senior pupils from Dunoon Grammar School worked closely with the children as mentors prior to the trip, teaching them some basic vocabulary and helping them to create comic books about themselves in German. These were then shared with the two German schools that the children were visiting – Hardenberg Gymnasium and Frauenschule Fürth.

Kilmodan PS



The pupils of Kilmodan Primary School singing in Spanish and Gaelic at their community tearoom.

Digital Learning



Argyll and Bute Council's **Digital Learning Team** supports teachers, school staff and pupils throughout Argyll and Bute in the use of technology in education. The team consists of Gary Clark, Simon Nitschke and Tom McLaughlin.

From March 2018 to March 2019, the team has delivered Digital Learning to 1362 pupils ranging from Pre-5 to S6, consisting of 634 girls and 728 boys. In the first three months of 2019, the team has provided Digital Learning to 378 pupils ranging from Pre-5 to S4 across Argyll and Bute. Primary and secondary pupils that we work with are given the skills to become Digital Leaders, meaning that they can pass on what they learn to their peers, as well as staff.

During this three-month period, the team has so far visited schools in three of the four clusters in the local authority, with more visits and events planned to take place throughout the year across the area. In February, the team delivered online safety presentations for Safer Internet Day to four Bute and Cowal primary schools: Strachur, Toward, Innellan and Sandbank. The team also recently ran an all-day technology event to support a STEM week in Garelochhead Primary School, presentations at a twilight in Hermitage Academy and several extracurricular technology workshops at the Digital Hub in Dunoon.

The team has recently expanded into providing Digital Learning to Early Years, and provided training in use of suitable technology to staff at Rothesay Joint Campus, as well as running a stall at an Early Years Community Family Day at the Queen's Hall in Dunoon for practitioners and parents.

Additionally, an authority-wide transition project for Gaelic is being supported by the Digital Learning Team, who co-ordinated the selection of robotics technologies to be used at several transition events with multiple primary and secondary schools taking part. The team has also supplied supporting materials which are being translated into Gaelic, and delivered training in the use of the technologies to staff and S4 pupils in Inveraray. The Digital Learning Team will be supporting four of these transition events in May and June 2019.

The team is also planning to organise events for the Scottish Government's Cyber Scotland Week in April and the EU Code Week in October.

The Digital Learning Team has also been involved in an ongoing project trialling the use of Chromebooks in education. This pilot began in May 2018, with four schools so far having tested the devices in classrooms. The team is pleased to report that, although evaluation is still ongoing, the trial has so far been met with positive feedback, with staff citing benefits such as touch screen functionality, ease of use, unobtrusive updates and less disruption to teaching and learning for troubleshooting compared to regular laptops.

Outdoor Learning



Forest Schools has started in both the P1-3 class in Strachur and the Pre 5 Unit working with colleagues at Kilmodan Primary.

Tighnabruaich primary also take part in a Forest Schools Programme, as does North Bute Primary.

Forest Schools develops within our children a love of the outdoors and improves mental health and wellbeing.

Across the Bute and Cowal Cluster our children and young people are developing their knowledge and skills across the curriculum, using our stunning natural landscapes as an important context for learning.



The whole School has been learning about capacity and volume this week. The 'Wee Class' were estimating and measuring using water and then with snow, while the 'Big Class' have been carrying out Maths investigations involving volume.



Science, Technology, Engineering and Maths (STEM)



Problem solving through playing chess is a regular occurrence at North Bute primary as children engage with the school's Chess club.

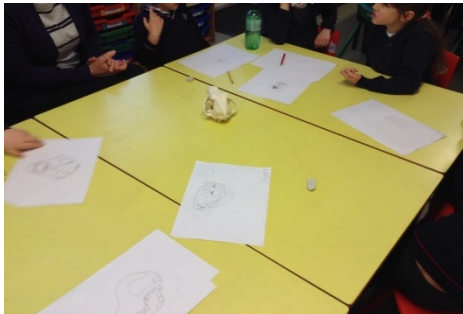
The Eco Committee from Kirn Primary School, along with some pupils from P4-P7 visited the Sky Academy in Livingston. The pupils were there to film a short news report about the environmental problem of plastics in our oceans and waters.



North Bute Primary School were extremely proud of all children at their 'Science In Expo' which was held on Friday 15th March. Thanks to all our wonderful parents and community for coming along to share our learning ideas. Lots of inventions on show for our entries into the Young Engineer Award 2019. Tons of creativity and innovation from our wee school.



On the 28th March Louise Anderson from Glasgow University came to visit us at Kilmodan Primary School. Louise is a Vet and teaches practical classes to students who are going to become Vets. She has recently become a STEM Ambassador and this was her first visit to a school in Argyll and Bute.



Louise brought a range of items that had been removed during surgery on animals including a giant hairball and pieces of metal. Louise also brought skulls and bones which we drew pictures of, we also got to hold a range of stick insects, it was amazing!



Expressive Arts

Several schools within the Bute and Cowal cluster took advantage of our stunning natural surroundings to develop their photography skills for a National competition.



The pupils of Dunoon Primary have been engrossed in a production of Oliver Twist performed in school. Senior pupils then took part in a drama workshop afterwards, led by the

theatre group M&M Productions.

Interdisciplinary Learning



ASS is our award for our young people. This award is progressive, with increasing commitment, learning and challenge at each level and all our children are taking part in this scheme. Parents, staff and pupils alike look forward to their Friday JASS sessions covering the four sections – My Interests; Get Active, Stay Active; Me and My World and Adventure. JASS is fully inclusive and our children have developed greater self confidence, self assuredness and (most importantly) enjoyment!

Community Partnership



The first Family Learning Event of 2019 was held at St Andrew's Primary School on Monday 18th March. Parents, grandparents and siblings joined pupils in a fun-filled family line dance session run by our own Miss Walker. Everyone had a marvellous time learning a new skill whilst improving fitness and general health & wellbeing. Pupils and parents are already asking for another session.

At Strachur Primary School, their Easter tea for the whole community was a great success. There was great competition for the best decorated egg in all categories! Children made all the Easter treats and entertained our visitors.



Sandbank PS

As part of our community partnership work we have been visiting residential homes for older people in our community. Our P7's joined the residents of Craigroy to take part in a project that involves knitting small hats for children in Malawi. We have been invited back again to knit more hats for babies and children who need them in other parts of the world.

Our inter-generational work has also been driven by our P1/2 class who have visited the Ardenlea Nursing home. We played games and sang songs to the elderly residents. The children have been invited back to do more of this and we have agreed to go once a month to help build the range of activities and learning experiences we can do with the residents.

Our GME Early Level Class have been working with the local community in a wide range of ways. We have been to the local shops in Dunoon to use our Maths skills and find out about all the jobs that need to be done. We have also visited our local garage to see how the workers fix our cars and we have a visit planned to our local

hospital to find out more about the help people in our community receive.



In addition to this our P5-7 pupils have been working closely with Mrs Downs, who runs the Holy Loch Marina. As part of our JASS Award (Junior Award Scheme for Schools) we all received certificates for Community



Involvement after visiting the Marina to take part in the regeneration project, which is looking to attract more tourism to the local area by developing the Loch as a stopping point for cruise ships.

Contributions to Charities

Food For Thought



St Mun's Food for Thought project involved all stages of the school participating in Healthy Eating and Food preparation activities in the short term and linking this to Outdoor Learning and Food sustainability in the long term.

At the end of November the P7 pupils prepared and served a meal to Cowal Befrienders in the Lorne Bar/Restaurant. The pupils had already taken part in two training

days with staff from the Lorne in preparation learning cooking and hospitality skills.

P1-3 pupils had a soup and sandwich day where they cooked soup and made their own bread which was served up to parents in the school canteen. Other classes made bread or soup from locally sourced ingredients and the P5/6 classes went on a trip to Toward





Organic Farm to learn about locally sourced food and organic farming. P5 and P6 also had a visit from a representative from the Scottish Salmon company who taught us all about the benefits of eating oily fish and provided the pupils with some

delicious salmon.

In the longer term the school has purchased a poly-tunnel and gardening equipment and seeds/trees to start planting and harvesting our own food for future food topics. This will link into the schools development of our outdoor spaces. The P7 meal for the Cowal Befrienders proved to be so successful that both the Lorne and the Befrienders have requested we make this an annual event.

The Dunoon Primary School community celebrated Epilepsy awareness day on Tuesday 26th March. Pupils and staff wore purple and raised funds for Daisy Garland, a charity which supports families of children with epilepsy. The school responded to a request from a parent of a child in our Learning Centre who suffers from epilepsy and requires a special diet to help control seizure activity. A total of £410 was raised.

School Contacts

School	Head Teacher	Telephone No
Dunoon	Brenda Reid	01369 704159
Innellan	Lisa Marle	01369 830560
Kilmodan	Victoria Greenway	01369 820280
Kirn	Kirsteen MacDonald	01369 702509
Lochgoilhead	Karen Wheatley AHT	01301 703338
North Bute	Elizabeth Santos AHT	01700 503728
Rothsay	Louise Nicol	01700 503227
Sandbank Gaelic Medium	Jamie Houston	01369 706350
Sandbank	Jamie Houston	01369 706350
St Andrew's	Maria Seery AHT	01700 503123
St Mun's	Julie Conlan AHT	01369 703643
Strachur	Marion Boyd	01369 860293
Strone	Julie Fish	01369 840242
Tighnabruaich	Fiona Hamilton	01700 811413
Toward	Lisa Marle	01369 870259

ARGYLL & BUTE COUNCIL**BUTE AND COWAL AREA COMMITTEE****Argyll & Bute Health and Social
Care Partnership****TUESDAY 4 JUNE 2019 at 10 AM**

Locality Planning Group Option Appraisal October 2018

1. SUMMARY

- 1.1 Argyll and Bute IJB agreed, in October 2018, that a four model Locality Planning Group arrangement (Oban, Lorn and the Islands, Mid Argyll, Kintyre and Islay, Bute and Cowal, Helensburgh and Lomond) should replace the previous nine Locality Planning Group structure within Argyll and Bute. The attached paper is provided for information purposes, describing the option appraisal process and the agreed new model.
- 1.2 Feedback is requested from this group in relation to the requirement for elected member representation (one member) on the Bute and Cowal Locality Planning Group.

2. RECOMMENDATIONS

The group is asked to consider if an elected member is required on the Bute and Cowal Locality Planning Group and, if so, identify who this member should be.

3. DETAIL

- 3.1 The Public Bodies (Joint Working) (Scotland) Act 2014 is the legislative framework which directs the integration of health and social care services in Scotland. It requires Health & Social Care Partnerships (HSCPs) to establish at least two localities within its area. The 'nine planning group model' has been operational within Argyll and Bute HSCP for around two years.
- 3.2 Locality planning group members were invited to attend a half day Option Appraisal Workshop in October 2018 to evaluate the current model against other models in order to influence an improved and sustainable model for the future.
- 3.3 The Option 2: 'four locality planning group model' overwhelmingly emerged as the preferred option for future locality planning

arrangements. This was formally agreed by the Argyll and Bute IJB in October 2018.

- 3.4 The nine locality model has now formally been dissolved and it is hoped the new model will be operational in June 2019.
- 3.5 The membership nomination process for the new groups is underway and is aligned to the prescribed requirements of Locality Planning Groups.
- 3.6 Elected members are not specifically listed as required members of the groups. However, they can be nominated if deemed appropriate.

4. CONCLUSION

- 4.1 The Option 2: 'four locality planning group model' was formally agreed by Argyll and Bute IJB in October 2018 as the model for future locality planning arrangements.
- 4.2 Feedback is requested from this group with regard to the requirement for elected member representation (one member) on the Bute and Cowal Locality Planning Group and, if required, consider who this representative should be.

5. IMPLICATIONS

- | | | |
|-----|-------------------------------------|-------|
| 5.1 | Policy | None |
| 5.2 | Financial | None |
| 5.3 | Personnel | None |
| 5.4 | Equalities Impact Assessment | None. |
| 5.5 | Legal | None |

For further information, please contact **Sandra Cairney, Associate Director of Public Health, Argyll and Bute Health and Social Care Partnership.**



A&B | Transforming
HSCP | Together

Argyll & Bute Health & Social Care Partnership

**Locality Planning Group
Option Appraisal**

OCTOBER 2018



1. Introduction

The Public Bodies (Joint Working) (Scotland) Act 2014 is the legislative framework which directs the integration of health and social care services in Scotland. It requires Health and Social & Care Partnerships (HSCPs) to establish at least two localities within its area.

A 'nine locality planning group model' has been operational within Argyll and Bute for around two years and is arranged into the following geographical groupings: Bute; Cowal; Helensburgh and Lomond; Islay and Jura; The Isles; Kintyre; Mid Argyll; Mull and Iona; and Oban and Lorn.

Locality planning group (LPG) members were invited to attend a half day Option Appraisal Workshop in October 2018 with a view to evaluating the current model against other models in order to influence an improved and sustainable model for the future.

2. Option Appraisal

Thirty-three individuals participated in the workshop [Appendix 2] and were divided into three groups. Participants were provided with background information pertaining to the legislative context for LPGs and the strategic planning constructs within Argyll and Bute HSCP benchmarked against other locality planning arrangements across Scotland [Appendix 3].

Participants were also presented with other local partnership planning arrangements such as the Council and Community Planning Partnership.

Participants were supported in facilitator led groups to evaluate three options using a SWOT analysis to systematically, identify the strengths, weaknesses, opportunities and threats as they related to each of the three models.



Option 1: Nine Locality Planning Group Model

The current LPG construct in Argyll and Bute

Option 2: Four Locality Planning Group Model

A model used within the Community Planning Partnership

Option 3: Thematic Locality Planning Group Model

A planning model used in other areas for a range of purposes

3. Conclusions

The Option 2: 'Four Locality Planning Group Model' overwhelmingly emerged as the preferred model for future locality planning arrangements [Appendix 1].

The optional appraisal clearly drew out participants' views that the current model of locality planning groups was not universally working and required urgent revision to achieve a more efficient and effective shared planning across Argyll & Bute.

Whilst all three options had some merit, there was consensus that Option 2 offers the best opportunity to plan at scale and align with partners' organisational level. Participants advised that success of this model hinges on the development of effective engagement mechanisms at a community level.

Appendix 1: SWOT Analysis – Option 2.

Strengths	<p>The primary strengths of this model was recognised as being its alignment to wider HSCP and partners planning structures, including A&B Council and the Community Planning Partnership. Participants felt implementing this model would allow planning to be undertaken on the scale as other partners. Furthermore, it was perceived to be representative, more equitable, reduce duplication and improve productivity.</p> <p>Ultimately participants described this model as potentially the most effective and efficient utilisation of resources. Improved communication was also cited as a clear strength of this model, more specifically the facilitation of shared learning across localities and the authority as a whole.</p> <p>Another strength is the ability to achieve robust linkage to the Strategic Planning Group and establishing wider engagement with local communities obtaining a wider perspective on issues. There was a clear aspiration from all participants that four LPG groups should be revitalised in accordance with the spirit of the original legislation.</p>
Weaknesses	<p>Option 2 demonstrated the least number of weaknesses of all the models. Participants however, cautioned that success of this model would rest on the ability of the model to sustain representation of the smaller areas and links to robust engagement mechanisms at a community level.</p>
Opportunities	<p>Participants felt there was an opportunity to re-establish a clear sense of purpose and clarity about the role, structure and membership. This model will enable smaller communities to be equally heard alongside larger populated areas rather than in isolation.</p> <p>There were strong perceptions that more effective, strengthening links with locality planning and community planning groups.</p> <p>The opportunity to create more supportive collective arrangements for service user and carer representatives in order that they have robust induction, clarity of their role in planning and share learning among the representatives.</p> <p>Inclusive engagement methods and structures could be developed constructing a 'basket' of engagement approaches with staff, partners, communities, service users and carers.</p>
Threats	<p>The remote and disparate geography of the HSCP area was identified as a threat to Option 2 in relation to attendance at meetings and efforts would be required to reduce this potential barrier. Information technology was cited as an opportunity to support and sustain active participation at meetings.</p> <p>Robust mechanisms would be vital if the needs of smaller and remote communities are to be visible in the construct of larger scale planning.</p>

Appendix 2: Workshop Participants

Table 1: LPG Workshop - Group Membership		
Group 1	Group 2	Group 3
Duncan Martin , Community Representative - Oban, Lorn and Isles.	Nicola Gillespie , Local Area Manager Mental Health.	Alison Pugh Senior Occupational Therapist, MAKI.
Anne Horn , Councillor, Kintyre and Islands.	Susan Paterson , Community Representative, Kintyre.	Tina Watt , Local Area Manager,
Jason Woods , Care Home Manager, Kintyre Care Home.	Donald Watt , Locality Manager, MAKI.	PJ McGrann , Community Representative, Islay.
Wendy Dix , Senior Charge Nurse, Islay and Jura.	Jim Littlejohn , Local Area Manager, Helensburgh and Lomond.	Isobel Strong , Councillor, Bute.
Mark Lines , Local Area Manager Children and Families, A&BHSCP.	Kirsteen Murray , Chief Executive, Argyll and Bute Third Sector.	Jayne Lawrence-Winch , Local Area Manager, Cowal,
Heather Grier , Independent Co-chair A&B Integration Joint Board, (Cowal).	Alison Hardman , Health Improvement Lead	Robin Creelman Chair of A&B Integration Joint Board.
Kate Stephens , Public representative, Cowal.	Lesley McColl , Staff representative, NHS Highland.	Alison McCrossan Local Officer, Scottish Health Council.
Fiona Broderick , Staff representative, NHS Highland.	Jay Wilkinson , Public Involvement Officer, A&BHSCP.	Mary Anne Douglas Senior Charge Nurse, A&BHSCP.
		Morven Gemmell Locality Manager, Oban. Lorn and Isles.

Table 2: Speakers, Facilitators and others in attendance		
Sandra Cairney , Associate Director of Public Health, Argyll and Bute HSCP		
Facilitators: LPG Option 1 (9LPG)	Facilitators: LPG Option 2 (4 LPG)	Facilitators: LPG Option 3 (Thematic LPG)
Kristin Gillies Senior Planning Manager, A&BHSCP	Maggi Clark Health Improvement Lead	Alison McGrory Health Improvement Principal, A&BHSCP
Kirsten Robertson Planning Manager, A&BHSCP	Lauren McElroy Planning Manager, A&BHSCP	Fiona Sharples OD Lead, A&BHSCP
In attendance:		
Stephen Whiston , Director Planning and Performance, Argyll and Bute HSCP		

Appendix 3: LPG Options for LPG Model

LPG Option 1 – Nine Local Planning Group Model



LPG Option 2 - Four Local Planning Group Model



LPG Option 3 - Thematic Local Planning Group Model



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ARGYLL AND BUTE COUNCIL

Bute and Cowal Area Committee

**DEVELOPMENT & INFRASTRUCTURE
SERVICES**

4th June 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).
- 1.2 The construction contract started on site on 29th November 2017 with a completion date of 31st July 2019.
- 1.3 The practical completion date has been extended to 3rd September 2019. This is 5 weeks beyond the original programme duration of 87 weeks. This is a consequence of work and weather related issues.
- 1.4 The construction contract remains on budget at £10,688,023.

2.0 RECOMMENDATIONS

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

- 2.1 The progress update provided in this report.

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 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.
- 3.3 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 contract completion date of 31st July 2019. Contract completion has subsequently been extended to 3rd September 2019.
- 3.4 The project continues to prove both complex and challenging due to the location, design, age and unique characteristics of the Pavilion building.

4.0 RECOMMENDATION

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

- 4.1 The progress update provided in this report.

5.0 DETAIL

Programme Delivery

- 5.1 At the end of the 4th quarter (January - March 2019) the percentage of programme passed compared to the original contract duration of 87 weeks is 79% (69 weeks).
- 5.2 The overall percentage of work completed at week 69 is 52%.

- 5.3 The Main Contractor has lodged 3 Claims for Extensions of Time (EOT) including loss and expense, namely:

Claim 1: (October 2018) for an EOT (5 weeks) and associated loss and expense in relation to under stage steelwork design alterations. **Rejected.**

Claim 2: was received on 23rd November notifying of delay (9 weeks), loss and expense associated with the Café, Kitchens and Bars tender that exceeded the provisional sum by 92% (£126k) necessitating a value engineering exercise over a period of 6-7 weeks. **Award of 5 weeks** approved resulting in a revised practical completion date of **3rd September 2019.**

Claim 3: delays associated with Asbestos removal works to the main hall ceiling. Research and development work is in progress by the Design Team and Council appointed Specialist Asbestos Consultants (ACS Physical Risk Ltd) regarding options, cost and time implications to minimise the risk to the Council.

- 5.4 Key Contract 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	87	92	5	▲
Roof Works – Main Roof	59	64	5	▲
New Office Extension (1 st Floor)	86	86	0	▶
Upper Ground Floor Alterations	67	68	1	▲
Main Hall/Exhibit Space/Stage/ Changing Rooms	76	81	5	▲
Toilet/Shop Extension	86	93	7	▲
Utilities	5	5	0	▶
External Envelope Works	56	66	10	▲
Internal Fit Out	11	16	5	▲
Caretakers House	46	47	1	▲

- 5.5 As reported above, 79% of the contract duration has expired and with only 52% of the work completed to date the Main Contractor remains behind programme. This has been primarily caused due to works e.g. undercroft excavation, roof replacement, cast stone repairs & cast stone coping replacement, not having progressed at the same speed, due to weather and complexity challenges.
- 5.6 It should be noted that there was a marked drop in overall performance during the quarter as noted above. This was due in part to the weather impacting on external roof, stone replacement works and partial collapse of the Auditorium perimeter ceiling which restricted access to certain parts of the building. With regard to the ceiling a comprehensive survey has been undertaken to understand the root cause of the collapse, including sample analysis which has confirmed the presence of Asbestos.

- 5.7 As noted above, research and development work is work in progress to establish the extent of the works, costs and duration. Options comprise:
- Option 1: patch repair the damaged area;
 - Option 2: remove the finishing layer of plaster/Asbestos and re-plaster;
 - Option 3: remove the entire ceiling and reinstate with a modern equivalent.
- 5.8 The Project Manager will provide a verbal update on the scope of works, cost and time risks at the meeting.
- 5.9 Weather has continued to interrupt external envelope works both to the roof and wall elevations. For example, only 64% of roof works have been completed (NB: 5% improvement compared to Quarter 3 Oct - Dec 18). Despite the Main Contractors best endeavours maintaining the water tightness and integrity of the structure has been challenging with a consequential impact on internal fit-out progress.
- 5.10 An inspection of the Main Hall and Stage floors has noted water penetration and a follow up specialist survey will be undertaken subject to entry into the Hall following Asbestos removal works.

Budget / Cost

- 5.11 The Projects' Anticipated Final Cost (AFC) at the time of writing remains within the approved budget.
- 5.12 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

- 5.13 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;
 - Review of provisional sums so they are in line with the 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.
- 5.14 A monthly meeting between CBC Ltd and A&BC is in place at a strategic level, involving the Head of Economic Development, the CHORD Programme Manager, and the Commercial and Construction Directors of CBC. This meeting was established 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.

5.15 Key Events over the reporting period:

- Roof parapet and wall stone replacement continues to the north and east elevations;
- Wall render removal and patch repairs ongoing to the west and south elevations;
- Replacement of roof finishes ongoing (weather permitting) to the main, first floor Office extension and fly tower roofs;
- Progression of structural alterations to the Venue, Lift pit and shop areas;
- Installation of curtain walling to the first floor Office south facing extension;
- Installation of heating & water pipework;
- Installation of electrical cabling;
- Care takers House floor reinstated.

5.16 As previously reported, funding is being actively drawn down from the four major external funding partners (HLF, HES, HIE and ERDF) with circa £3M having been received since the contract started. The latest HLF Claim 6 was submitted in early April 2019 which amounted to £531,426.

5.17 In addition to the funding secured by the Council, Rothesay Pavilion Charity (RPC) have a capital fundraising target of £400k to achieve by June 2019.

The current position is as follows:

- Target £400k;
- Achievement to date £132k;
- Gap £268k;
- Forecast achievement against target by June 2019 - £298k.

Whilst the Charity is using its best endeavours to try and achieve its Capital Contribution target it is becoming evident the Charity will not close the gap by June 2019.

The Council previously agreed to underwrite the Charity's capital fundraising target pending successful funding applications. In view of the forecast shortfall the council will need to make a decision to release budget to sustain the Charity until the building construction contract is complete.

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

6 PROGRESS PHOTOGRAPHS

A schedule of progress photographs is included below:

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

EXTERNAL: Existing Roof Areas:



Looking NW: Further Copings now installed to the South elevation of the Fly tower



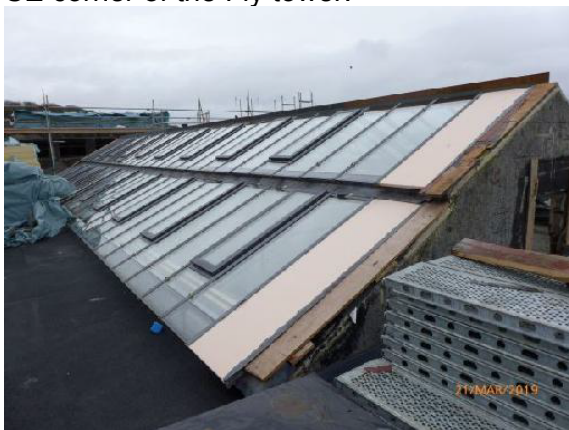
Looking North: General View Installation of the final sections of coping to the Main roof at the NE corner in progress.



Looking SW: General View – Copings at the SE corner of the Fly tower.



Looking East: General View – Copings at the SW corner of Fly tower.



Roof light (looking North): new Glazing is substantially complete (NB: South and North end glazing panels & ridge roll awaiting installation).



Existing Roof Areas (Continued):



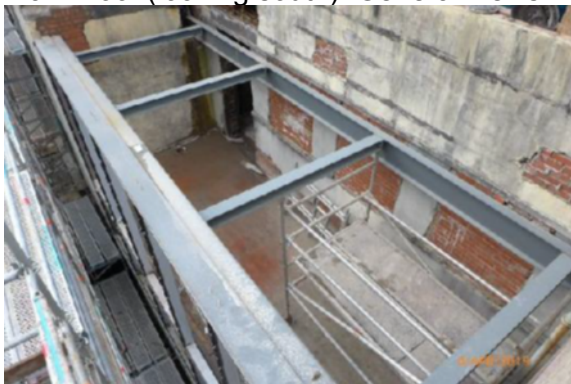
Looking West: General view: South area looking west.



Looking East: General view: South area looking East.



Main Roof (looking south): General views: West & East main roof areas.



General View: Roof over new shop (steel beams insitu)



General View (Looking East): roof over Canopy/Sun Terrace Roof.



General View (Looking south): Caretakers House Roof.



EXTERNAL: Building Fabric Elevations (continued):



East Elevation (Argyle St.) – Front Elevation (NB: Visualisation Banner insitu).



West Elevation – Rear Elevation of Building.



East Elevation:



Pavilion Sign now refitted



North Elevation (Mackinlay St.).



South Elevation.

INTERNAL: First Floor



New Offices: General view looking East (stud partitions insitu).



New Offices: General view of corridor looking West.

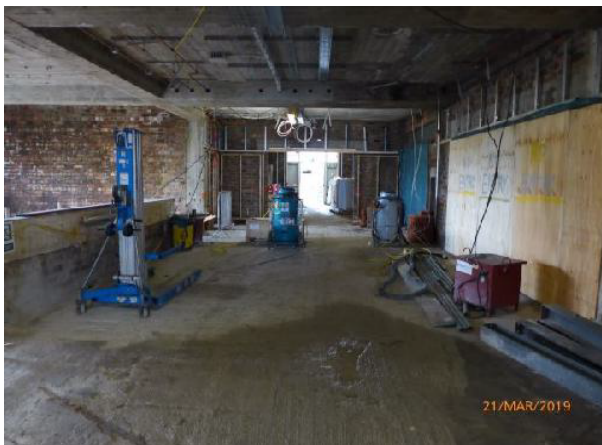


General View of the Exhibition / Function area (the insulation materials stored on the floor are for the Canopy roof above).



New Office adjacent Staircase (South Elevation – looking East): Brickwork to new service riser.

Upper Ground Floor



General view of Spill Out / Circulation area (top of main staircase).



General view of Café Area looking West.

Upper Ground Floor (GF) (continued):



Upper GF – Back of stage area at New Plant room.

Lower Ground Floor



New Lift Shaft - Main Entrance Foyer / Circulation area / Undercroft – Reinforcement for the lift base in progress.

Lower Ground Floor (GF) (continued):



Lower GF – New Exhibition area – looking North.



Lower GF - New Exhibition area – looking South.



Lower GF - General views of shop front and floor space.



Caretakers House



First Floor: General View.



Ground Floor: General View.

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.
- 7.2 The contract duration of 87 weeks has been extended by 5 weeks with a revised practical completion date of **3rd September 2019** due to ongoing challenges e.g. weather & complexity of the project.
- 7.3 The project remains on budget, but the advanced warning of cost and time risks associated with the collapsed ceiling in the Main Hall might yet prove challenging to contain within the overall project budget.
- 7.4 The RPC continue to use their best efforts to reduce the Council's underwriting commitment to close the funding gap of £268k against their Capital contribution target of £400k. However, with the limited time frame available it is looking less likely the target will be achieved and the council will need to make a decision to release budget to sustain the Charity until the building construction contract is practically complete.

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 and fund raising continues with the RPC to reduce the underwriting by the Council. Although it is noted that it is looking less likely that the Charity will close the reported gap within the agreed timeframe, thereby reducing 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
Policy Lead: Cllr G Mulvaney

25th April 2019

For further information contact: Jonathan Miles, Project Manager.
Tel No.: Office: 01700 801071. Mobile No.: 07521 679 993

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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
April 2019					
24 April 2019	Supporting Communities Fund	Community Planning – Rona Gold	Annual Report	8 April 2019	
24 April 2019	Appointment to the Board of Rothesay Pavilion	Governance and Law – Stuart McLean	One off	8 April 2019	
June 2019					
4 June 2019	Festive Lighting	Roads and Amenity Services – Mark Calder	One off	10 May 2019	
4 June 2019	H&SCP locality planning groups	Service Planning Manager, Community Services	One off	10 May 2019	
4 June 2019	Strategic Review of Future Parking needs in Rothesay	Roads and Amenity Services	One off	10 May 2019	9.4.19 JS & SW notified.
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	

**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
4 June 2019	Rothesay 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	Rothesay Pavilion Progress	Development and Infrastructure Services - Jonathan Miles	Quarterly report		
3 September 2019	Roads Capital Programme	Roads and Amenity Services – Jim Smith	Annual Report		
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	Report by Head Teacher	Annual Report	8 November	

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Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
	Grammar School			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 Scorecard	Improvement and HR – Sonya Thomas	Quarterly report	7 February 2020	
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	
3 March 2020	Supporting Communities Fund applications	Rona Gold/ Sharon MacDonald	Annual Report	7 February 2020	
June 2020					
2 June 2020	Performance Review -	Improvement and HR	Quarterly report	8 May	

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Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
	Area Scorecard	– Sonya Thomas		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/ Community Trusts to be invited to Business Day		One Off		To identify 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		