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## MINUTES of MEETING of HELENSBURGH & LOMOND AREA COMMITTEE held in the PILLAR HALL, VICTORIA HALLS, HELENSBURGH on TUESDAY, 11 DECEMBER 2012

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

**Also Present:** Sandy MacTaggart – Director of Development and Infrastructure  
Charles Reppke – Head of Governance and Law  
Belinda Ruthven – Area Governance Assistant  
Jim Smith – Head of Roads and Amenity Services  
Geoff Urie – Head Teacher, Hermitage Academy  
Sybil Johnston - Senior Planning & Strategies Officer  
Fergus Murray - Development Policy Manager  
Stuart McCracken – Senior Development Officer -  
Margaret Moncur - Principal Accountant, Customer Services  
David Clements - IOD Programme Manager  
Tom Murphy – Streetscene Area Manager  
Moya Ingram - Strategic Transportation Manager  
Morevain Martin – Community Development Officer  
Anne MacColl-Smith - Procurement and Commissioning Manager

The Chairman ruled that a report by dealt with at Minute Item 10 (c) (Helensburgh and Lomond Term Contract) be taken as a matter of urgency by reason of the need to allow members to be informed of the current progress of the tender award process.

### 1. APOLOGIES

No apologies were intimated.

### 2. DECLARATIONS OF INTEREST

Councillor Maurice Corry declared a non-financial interest in relation to Item 8d ( Hermitage Park) of this minute on the basis that he is the Veterans' Champion. He advised that he would leave the room if necessary if discussion relating to the war memorial site arose.

Councillor Trail declared a financial interest in relation to Item 8e ( Proposed Argyll and Bute Local Development Plan) of this minute with reference to the Sawmill Field, Cardross Road. He advised that he would leave the room if necessary if discussion relating to this site arose.

Councillor Vivien Dance declared a non-financial interest in relation to item 10

(a) (Kidston Park). of this minute on the basis that she is related to the Volunteer Project Engineer. She left the room during discussion of this item and took no part in the decision making process.

### **3. MINUTE OF MEETING 9 OCTOBER 2012**

The Minute of Meeting 9 October 2012 was approved as a correct and accurate record.

### **4. MINUTE OF SPECIAL MEETING 13 NOVEMBER 2012**

The Minute of the Special Meeting 13 November 2012 was approved as a correct and accurate record.

### **5. PUBLIC QUESTION TIME**

Dr Alastair MacBeth, Chair – Helensburgh Green Belt Group, referred to an email he had recently circulated to the membership and asked for reassurance from the Senior Planning Officer that the information contained therein had been correct.

Sybil Johnston advised him that it had and provided a brief summary of the various possible processes that would be followed.

In relation to the Proposed Local Development Plan, Dr MacBeth raised his concern that key issues around welfare were mentioned in the preamble but that these did not include Helensburgh. He also wished to point out that the definition of 'tourist' in the document only referred to those who stay the night, and did not include day trippers, Dr MacBeth felt that it was important that the attraction of food retail should also be mentioned.

Councillor Robb advised that Dr MacBeth would have a chance to raise these concerns as feedback during the consultation period but that these views would be made public.

### **6. CUSTOMER SERVICES**

#### **(a) AREA COMMITTEE MEETING CYCLE**

Members were asked to consider a report by the Area Governance Manager, on the proposed cycle of meetings for the Helensburgh and Lomond Area Committee from April 2013 until March 2014.

#### **Decision**

Agreed to note the cycle of Area Committee, Community Planning Group and Business Day meetings as detailed within the submitted report.

(Ref: Report by Area Governance Manager, dated 11 December 2012, submitted)

#### **(b) AREA CAPITAL RECEIPTS**

Members were asked to note a report by the Area Governance Manager, which advised them of the current position in regards Capital Receipts, to allow forward planning on the use and allocation of this funding.

### **Decision**

1. Agreed to note the contents of the submitted report.
2. Agreed to reserve any decision on the allocation of these funds until further information is received regarding Kidston Park.
3. Agreed to continue consideration of this matter to the February meeting of the Helensburgh and Lomond Area Committee.

(Ref: Report by Area Governance Manager, dated 8 November 2012, submitted)

### **(c) OSCR (OFFICE OF THE SCOTTISH CHARITY REGULATOR) REQUIREMENTS FOR ARGYLL & BUTE COUNCIL TRUST FUNDS**

Members were asked to consider a report by the Head of Strategic Finance, which advised them of the requirement that the 21 OSCR registered funds administered by Argyll and Bute Council submit an Annual OSCR Return, Trustees Annual Report, Annual Accounts and an Independent Examiner's Certificate for each by 31<sup>st</sup> December.

### **Decision**

Agreed to note the contents of the submitted report.

(Ref: Report by Head of Strategic Finance, dated 12 November 2012, submitted)

## **7. COMMUNITY SERVICES**

### **(a) HERMITAGE ACADEMY PERFORMANCE REPORT**

Members were briefed by the Head Teacher, Hermitage Academy, on the contents of the Annual Attainment and Achievement Report which concluded that the results at the school had continued the upward trend established over the last few years.

### **Decision**

1. Agreed to note the content of the distributed report.
2. Agreed to congratulate pupils and staff at the Academy on their excellent results.

(Ref: Report by Head Teacher, Hermitage Academy, distributed)

### **(b) THIRD SECTOR GRANTS PROPOSED SCORING PROCESS**

Members were asked to consider a report by the Community Development Officer, which detailed the proposed amendments to the process for all Third Sector Grants (including Events and Festivals) for the financial period 2013/2014 and beyond.

### **Decision**

1. Agreed to note the introduction of a Scoring Matrix for all Third Sector Grants (including Events and Festivals) to be used by officers and that this should not come to Area Committee unless the applications are considered borderline or have been recommended for refusal.
2. Agreed to an upper limit of £4000 on the amount of funding made available to any one group or organisation in any one financial period, unless there are exceptional circumstances, that elected members agreed in principle, to carry forward a minimum of 30% of the total allocation to the second round of grant allocations at the Area Committee meeting in August each year.
3. Agreed to note the earlier closing date of 1<sup>st</sup> February for the first round of funding in 2013.

(Ref: Report by Community Development Manager, dated 20 November 2012, submitted)

## **8. DEVELOPMENT AND INFRASTRUCTURE**

### **(a) HELENSBURGH PARKING UPDATE**

Members were asked to consider the contents of a report by the Strategic Transportation Manager, which advised them of the proposals to achieve approximately 130 additional spaces in Helensburgh Town Centre through reconfiguration of existing on-street parking and of the delivery mechanism to achieve this.

### **Decision**

1. Agreed to the recommendations contained within the submitted report.
2. Agreed to highlight that the 130 spaces referred to in the report are additional to the existing parking spaces already in existence.

(Ref: Report by Strategic Transportation Manager, dated 11 December 2012, submitted)

### **(b) SPT LOCAL TRANSPORTATION LINKS UPDATE**

Members were asked to note the contents of the updated Traffic Outcomes Report for Argyll and Bute 2012/2013 which outlined priorities and strategic links.

## **Decision**

Agreed to note the contents of the submitted document.

(Ref: Traffic Outcomes Report, Argyll and Bute 2012/13, submitted)

### **(c) JAPANESE KNOTWEED - UPDATE**

As no report was forthcoming, the item was continued to the February 2013 meeting of the Helensburgh and Lomond Area Committee.

### **(d) HERMITAGE PARK**

Members considered the contents of a report by the Streetscene Manager, in which they were updated on the progress made with reference to the Hermitage Park vision and the proposed Heritage Lottery Fund (HLF) application.

## **Decision**

Agreed to the recommendations contained within the submitted report

(Ref: Report by Executive Director Development and Infrastructure, dated 23 November 2012, submitted)

### **(e) PROPOSED ARGYLL & BUTE DEVELOPMENT PLAN**

Members were asked to consider a report by the Development Policy Manager, which requested their approval of the Proposed Argyll and Bute Local Development Plan (LDP) subject to any changes required to be made, for a 3 month period of public consultation commencing in Mid-January 2013.

## **Decision**

1. Agreed to note the contents of the submitted report.
2. Agreed to request that wording at 2.3.2 of Helensburgh and Lomond Spatial Strategy be amended to reflect the role of tourism to the area.
3. Agreed that all reference to the word 'Gateway' for Helensburgh and Lomond should be amended to 'adjoining' where appropriate.
4. Agreed to congratulate the officers involved in the production of this plan, and to note that any other minor drafting errors or omissions would be addressed.

(Ref: Report by Development Policy Manager, dated 11 December 2012, submitted)

(f) **HELENSBURGH CEMETERY LODGE**

Members were asked to consider the contents of a report, by the Streetscene Manager, advising them of the proposed ground use on the completion of the demolition over the cemetery lodge

**Decision**

1. Agreed to note the contents of the submitted report.
2. Agreed to support the option at 3.6 of the report which allows the construction of a car park on the site.

(Ref: Report by Executive Director of Development and Infrastructure Services, dated 25 November 2012, submitted)

**9. CHIEF EXECUTIVE'S**

(a) **AREA SCORECARDS**

Members were asked to consider the contents of a report by the IOD Programme Manager, which advised them of the proposed Area Scorecard.

**Decision**

1. Agreed to adopt the proposed Area Scorecard
2. Agreed to review and discuss performance presented in the Scorecard at each Business Day of the Helensburgh and Lomond Area Committee.
3. Agreed to congratulate the officer and the members who assisted in developing the finalised scorecard.

(Ref: Report by IOD Programme Manager, dated 11 December 2012, submitted)

The Committee resolved in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 to exclude the public for the following 3 items of business on the grounds that they were likely to involve the disclosure of exempt information as defined in Paragraphs 8 and 9 of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973.

Councillor Dance, having previously declared an interest in agenda item 10a, left the room at this point and took no part in discussion of this item.

**10. DEVELOPMENT AND INFRASTRUCTURE**

(a) **KIDSTON PARK**

Members were asked to consider a report by the Executive Director of Development and Infrastructure Services on the options for consideration regarding amenity at Kidston Park.

### **Decision**

1. To note the preferred approach that the Director of Development and Infrastructure be given delegated authority ,in consultation with Councillors Aileen Morton, James Robb and Gary Mulvaney to seek to reach agreement with the developer on implementing the elements detailed in section 4.2.1-5 of the report
2. Agreed to continue consideration of this matter to the February meeting of the Helensburgh and Lomond Area Committee.

(Ref: Report by Executive Director of Development and Infrastructure Services, dated 1 December 2012, submitted.

Councillor Dance returned to the meeting at this point.

### **(b) HELENSBURGH - DUMBARTON CYCLEWAY**

Members were asked to note the contents of a report by the Head of Roads and Amenity Services which advised them of the progress of procurement of land and construction of a cycleway adjacent to A814.

### **Decision**

1. Agreed to note the contents of the submitted report
2. Agreed to request a further paper to be submitted to a Special Area Committee in January containing a detailed project plan to include all budget information, details of provision due to be made as statutory consents and full costings for all options to provide the full length of the agreed cycle path.
3. To conclude legal agreements as previously identified by the Area Committee

(Ref: Report by Head of Roads and Amenity Services, dated 11 December 2012, submitted)

### **(c) HELENSBURGH AND LOMOND TERM MAINTENANCE CONTRACT**

Members were briefed by the Procurement and Commissioning Manager, on the current progress of the tenders received for the Helensburgh and Lomond Term Maintenance Contract.

### **Decision**

Agreed to note the contents of the verbal presentation by the Procurement and Commissioning Manager.

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