



**North Ayrshire Council**  
Comhairle Siorrachd Àir a Tuath

## **Cabinet**

A Meeting of the **Cabinet** of North Ayrshire Council will be held in the **Council Chambers, Ground Floor, Cunninghame House, Irvine, KA12 8EE** on **Tuesday, 27 August 2019** at **14:30** to consider the undernoted business.

**1      Declarations of Interest**

Members are requested to give notice of any declarations of interest in respect of items of business on the Agenda.

**2      Minutes**

The accuracy of the Minutes of the meeting of the Cabinet held on 11 June 2019 will be confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973 (copy enclosed).

### **EDUCATION ITEMS FOR DECISION**

**3      Education Authority Annual Plan 2019-20**

Submit report by the Executive Director (Communities) on the publication of the Education Authority Annual Plan for 2019-20 (copy enclosed).

### **GENERAL BUSINESS FOR DECISION**

#### **Reports by the Chief Executive**

**4      Decriminalised Parking Enforcement and the Introduction of Car Parking Charges**

Submit report by the Chief Executive on the recommendations of the Audit and Scrutiny Committee following a Call In Request relating to decriminalised parking enforcement and the introduction of car parking charges for Brodick (copy enclosed).

**5 Expansion of Webcasting**

Submit report by the Chief Executive on the proposed expansion of the Council's webcasting arrangements to include meetings of the Cabinet (copy enclosed).

**Reports by the Executive Director (Place)**

**6 Street Naming and Numbering Guidance**

Submit report by the Executive Director (Place) on the proposed update to the guidance for the naming and numbering of streets and properties (copy enclosed).

**7 Syrian Resettlement Programme**

Submit report by the Executive Director (Place) on the progress made since the Council's humanitarian commitment to participate in the Syrian Resettlement Programme in 2015 and to seek approval to extend this commitment for a second time (copy enclosed).

**Report by the Executive Director (Communities)**

**8 Proposals for Community Investment Fund (CIF) Expenditure**

Submit report by the Executive Director (Communities) on applications by Locality Partnerships to allocate CIF funding to proposed projects (copy enclosed).

**Reports by the Director (Growth and Investment)**

**9 i3 Digital Manufacturing and Demonstrator Hub**

Submit report by the Director (Growth and Investment) on a partnership funding bid to the Advancing Manufacturing Challenge Fund to create a Digital Manufacturing and Demonstrator Hub and be the catalyst for the i3 Ayrshire Growth Deal project (copy enclosed).

**CONTRACTS**

**10 Award of contract for Adult Community Support Services**

Submit report by the Executive Director (Finance and Corporate Support) on the outcome of the procurement exercise for the delivery of Adult Community Support services (copy enclosed).

**11 Note of Award of Contract during Recess –Nursery Extension to St Peter's Primary School, Ardrossan**

Submit report by the Executive Director (Finance and Corporate Support) on the result of the tender exercise for the Nursery Extension to St Peter's Primary School, Ardrossan (copy enclosed).

- 12 Note of Award of Contract during Recess – Internal and External Alterations to Friars Lawn Sheltered Housing Unit, Kilwinning (Lot 1) and Garrier Court Sheltered Housing Unit, Springside (Lot 2)**  
Submit report by the Executive Director (Finance and Corporate Support) on the result of the tender exercise for the Internal and External Alterations to Friars Lawn Sheltered Housing Unit, Kilwinning (Lot 1) and Garrier Court Sheltered Housing Unit, Springside (Lot 2) (copy enclosed).
- 13 Urgent Items**  
Any other items which the Chair considers to be urgent.
- 14 Exclusion of the Public - Para 9**  
Resolve in terms of Section 50(A)4 of the Local Government (Scotland) Act 1973, to exclude from the Meeting the press and the public for the following item of business on the grounds indicated in terms of Paragraph 9 of Part 1 of Schedule 7A of the Act.  
**Non Disclosure of Information**  
In terms of Standing Order 19 (Disclosure of Information), the information contained within the following report is confidential information within the meaning of Section 50A of the 1973 Act and shall not be disclosed to any person by any Member or Officer.
- 14.1 Disposal of Unit 65, Third Avenue, Irvine**  
Submit report by the Executive Director (Place) on the disposal of Unit 65, Third Avenue, Irvine.

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## Cabinet Sederunt

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### **Elected Members**

Joe Cullinane (Chair)  
John Bell (Vice-Chair)  
Robert Foster  
Alex Gallagher  
Louise McPhater  
Jim Montgomerie

### **Church Representatives**

Ms Elizabeth H. Higon  
Mr Ian Haining  
Ms Babs Mowat

### **Teaching Representative**

Mr Gordon Smith

### **Youth Council Representatives**

Chair:

Apologies:

Attending:

**IRVINE, 11 June 2019** - At a Meeting of the Cabinet of North Ayrshire Council at 2.30 p.m.

**Present**

Joe Cullinane, John Bell, Robert Foster, Alex Gallagher and Jim Montgomerie; and Elizabeth Higton, Babs Mowat (Church Representatives) and Gordon Smith (Teaching Representative) (Agenda Items 1-4).

**Also Present**

Robert Barr, Tom Marshall, Jean McClung, Ronnie McNicol, Davina McTiernan and John Sweeney.

**In Attendance**

C. Hatton, Chief Executive; L. Friel, Executive Director, D. Forbes, Senior Manager - Strategic Business Partner, P. Doak, Senior Manager (Internal Audit and Corporate Fraud), J. Smillie, Senior Manager (Human Resources and Organisational Development), B. Quigley, Senior Manager (ICT), J. Walls, Team Manager (Health and Safety), F. Carlyle, Senior Advisor (Human Resources and Organisational Development)(Finance and Corporate Support); K. Yeomans, Executive Director, A. Sutton, Head of Service (Connected Communities), C. McAuley, Head of Service (Economic Growth), G. Robson, Senior Manager (Employability), L. Kirk, Manager (Regeneration) (Economy and Communities); C. Amos, Head of Service (Inclusion) and L. Taylor, Senior Manager (Education and Youth Employment); R. McCutcheon, Head of Service (Commercial), Y. Baulk, Head of Service (Physical Environment), D. Hammond, Senior Manager (Housing Strategy and Corporate Sustainability), C. Dempster, Senior Manager (Roads) (Place); and A. Fraser, Head of Democratic Services, J. Hutchison, Senior Communications Officer (Media and Internal Communications), L. Cameron, Policy Officer, N. Sugden, Policy and Performance Officer, M. Shields, Leader's Office Co-ordinator, and E. Gray and H. Clancy, Committee Services Officers (Chief Executive's Service).

**Also In Attendance**

D. Rodger, Petitioner (Agenda Item 3).

**Chair**

Joe Cullinane in the Chair.

**Apologies**

Louise McPhater.

**1. Declarations of Interest**

There were no declarations of interest by Members in terms of Standing Order 10 and Section 5 of the Code of Conduct for Councillors.

## **2. Minutes**

The accuracy of the Minutes of the meeting of the Cabinet held on 14 May 2019 was confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973.

## **3. Ardrossan Community Hub - Statutory Public Consultation**

### **3.1 Petition**

Submitted report by the Chief Executive on a Petition received, opposing the proposed closure of Auchenharvie Swimming Pool and Gym.

The Head of Democratic Services summarised the terms of the petition and the procedure for considering it in the context of a separate report on the proposed development of new Education and Community provision in Ardrossan

The principal petitioner, David Rodger, set out the background to, and reasons for, the campaign and the importance of keeping the swimming pool and gym in Stevenston. Mr Rodger advised the facility was where many people went not only to get fit, but to enjoy themselves and socialise and that many people in Stevenston could not afford to travel to the inaccessible area of Ardrossan where it was proposed the new community hub would be located.

Councillor John Sweeney also spoke on behalf of the campaign, outlining the pre-consultation process which was focused on Ardrossan, with 363 responses in total, 131 of which came from Ardrossan residents. Councillor Sweeney pointed out that one of the Three Towns Locality Partnership's priorities was to tackle social isolation and it was, therefore, relevant that many of those who used the pool did so to counter social isolation, while 40% of participants in the KA Leisure Mind and Be Active programme were from the Three Towns area.

The Cabinet agreed to note the petition and take into account the petitioners' presentation when considering the report by the Head of Service (Inclusion).

### **3.2 Proposed Development of new Education and Community Provision in Ardrossan**

**Please note - this item was heard by the Audit & Scrutiny Committee on Thursday 27 June 2019, please refer to the minute for the decision.**

Submitted report by the Head of Service (Inclusion) which provided information on the pre-consultation engagement activities undertaken so far, early public feedback in respect of the proposal and a petition in respect of the proposed relocation of leisure facilities. The school pre-consultation responses were set out at Appendix 1a and the wider community pre-consultation responses were set out at Appendix 1b to the report.

Members asked questions and were provided with further information in relation to: -

- the schools involved in the consultation; and
- the suitability of the Ardrossan site and the ongoing investigations.

The Cabinet agreed that (a) the principle of a multiple facility community campus at Ardrossan North Shore be further developed as the preferred solution to secure a much needed long-term replacement for Ardrossan Academy and Winton Primary School; (b) the relocation of Auchendarvie swimming pool to the proposed campus be subject to further community engagement during August to determine a definitive position for consideration at the September 2019 meeting of the Cabinet; (c) the consultation framework be co-produced with key stakeholders; and (d) subject to a clear indication of Scottish Government funding and completion of the formal business case for a community campus, statutory public consultation would commence in October 2019.

#### **4. Early Learning and Childcare Expansion Programme**

Submitted report by the Head of Service (Inclusion) on the progress of the Early Learning and Childcare Expansion (ELC) programme in North Ayrshire and the plans to move to implementation of the confirmed delivery and staffing models from August 2020.

Members asked a question and were provided with clarification that North Ayrshire Council would provide 1140 hours of early learning and childcare if any private providers were unable to offer this service.

The Cabinet agreed to (a) note the progress made by the Early Learning and Childcare Expansion Programme Board on the implementation of the ELC Expansion programme; and (b) approve the changes made to the delivery and staffing models.

#### **5. North Ayrshire Local Child Poverty Action Plan Report 2018/19**

Submitted report by the Chief Executive on the Local Child Poverty Action Plan 2018/19. The draft North Ayrshire Local Child Poverty Action Plan Report 2018/19 was set out at Appendix 1 to the report.

Members asked a question and were provided with further information in relation to the improvement in the Kilwinning area.

The Cabinet agreed (a) to approve the draft Local Child Poverty Action Plan; and (b) that the report be submitted to the Scottish Government and published on the Community Planning Partnership website.

## **6. Performance End of year 2018/19 Council Plan/Directorate Plan**

Submitted report by Chief Executive on the end of year 2017/18 Council Plan/Directorate plan performance reports. The Council Plan status summary was set out at Appendix 1, detailed explanations for those measures adrift of target were provided at Appendix 2 and the Directorate performance reports set out at Appendices 3-8 of the report.

Members were advised of a correction to the figures in section 2.12 of the report, which should have read 57% of short-term indicators had improved and 43% of long-term indicators.

Members asked questions and were provided with further information in relation to: -

- the new directorate plan template which would include trend graphs; and
- funding to deliver further electric charging infrastructure throughout North Ayrshire.

The Cabinet agreed to (a) approve the end of year 2018/19 Council Plan/Directorate Plan performance reports; and (b) refer the report to the Audit and Scrutiny Committee on the 10 September 2019 for further scrutiny.

## **7. Domestic Abuse Policy Review**

Submitted report by the Executive Director (Finance and Corporate Support) on the proposed changes to the Domestic Abuse Policy in the relation to the introduction of Safe Leave. The Policy was set out at Appendix 1 to the report.

The Cabinet agreed to approve the revised Domestic Abuse Policy set out at Appendix 1 to the report, which included provision for 10 days Safe Leave.

## **8. Health and Safety Annual Report 2018/19**

Submitted report by the Executive Director (Finance and Corporate Support) on the Health and Safety performance within Council Services during 2018/19. The Health and Safety Annual report was set out at Appendix 1 to the report.

Noted.

## **9. ICT Infrastructure Strategic Review**

Submitted report by the Executive Director (Finance and Corporate Support) on the Council's ICT Infrastructure Strategic Review.

Members asked a question and were provided with clarification on the 7-year replacement period for the wide Area Network, Local Area Network, Telephony and Wireless LAN.



The Cabinet agreed to (a) note progress on the Infrastructure Strategic Review; (b) approve the allocation of capital funding of £1,692,362 to be spent across a three year period from 2019/20 to 2021/22; and (c) approve progression to the tender phase.

#### **10. Revenue Budget 2018/19: Financial Performance to 31 March 2019**

Submitted report by the Executive Director (Finance and Corporate Support) on the performance for the Council for 2018/19. Service Financial Performance details were set out at Appendices 1-7, the Housing Revenue Account at Appendix 8, a schedule of the budget transfer, or virements, at Appendix 9 and the Health and Social Care Partnership financial performance at Appendix 10 to the report.

Members asked a question and were provided with clarification on the Health and Social Care Partnership overspend.

The Cabinet agreed to (a) note the information and financial performance outlined in the report; (b) approve the earmarking of £0.566m identified at section 2.4 of the report to meet future year commitments; and (c) note the current financial performance of the Health and Social Care Partnership at section 2.5 of the report.

#### **11. Capital Programme Performance to 31 March 2019**

Submitted report by the Executive Director (Finance and Corporate Support) on the progress in delivering the Capital Investment Programme for 2018/19. The progress of all projects was set out at Appendix 1 and the Housing Revenue Account set out at Appendix 2 to the report.

Members asked a question and were provided with clarification on the funding of capital from revenue.

The Cabinet agreed to (a) note the revisions to budgets outlined in the report; (b) approve the reallocation of the underspend within Largs Academy to support the ASN school project; and (c) note the General Services and HRA expenditure to 31 March 2019.

#### **12. Maximising Opportunities from Advertising on North Ayrshire Land Assets**

**Please note - this item was heard by the Audit & Scrutiny Committee on Thursday 27 June 2019, please refer to the minute for the decision.**

Submitted report by the Head of Service (Commercial Services) on the proposed pilot approach to maximising resources from the sale of advertising opportunities on Council assets – land assets (roundabouts).

Members asked a question and were provided with clarification on the aim to secure agreements for each location on a minimum contract period of 6-12 months.

The Cabinet agreed (a) to approve the proposed approach to testing the market for maximising opportunities from advertising on Council land assets (roundabouts); (b) to delegate authority to the Head of Service (Commercial) to progress with the pilot as outlined; and (c) note the advertising principles detailed within the report to protect the Council's interests and reputation.

### **13. Acquisition of Land for Council House Building**

Submitted report by the Head of Service (Physical Environment) on the proposed purchase of land at Ayrshire Central, Irvine for Council House Building. A map of the site was attached at Appendix 1 to the report.

The Cabinet agreed to approve the acquisition of land at Ayrshire Central, Irvine from the NHS for a sum of £2,700,000, subject to the deduction of abnormal development costs.

### **14. Declaration of a Climate Change Emergency**

Submitted report by the Head of Service (Physical Environment) to declare a climate change emergency and initiate public debate on the next steps in tackling climate change in North Ayrshire.

The Cabinet agreed to (a) approve the Council's declaration of a climate change emergency; (b) instruct officers to undertake public consultation, with a particular focus on engaging young people, on the next steps for a collective response to tackling climate change in North Ayrshire; and (c) instruct that officers initiate preparation of an updated Environmental Sustainability and Climate Change Strategy for publication in Autumn 2020.

### **15. Scottish Government Consultation: Short Term Lets**

Submitted report by the Head of Service (Physical Environment) on the Scottish Government consultation on short-term let accommodation. The draft response to the Scottish Government was set out at Appendix 1 to the report.

Members asked questions and were provided with clarification on holiday and short-term lets on Islands.

The Cabinet agreed to approve the draft response set out at Appendix 1 to the report for submission to Scottish Government.

### **16. Decriminalised Parking Enforcement and the Introduction of Car Parking Charges**

**Please note - this item was heard by the Audit & Scrutiny Committee on Thursday 27 June 2019, please refer to the minute for the decision.**

Submitted report by the Head of Service (Commercial Services) which advised of an application to Scottish Government to introduce Decriminalised Parking Enforcement within North Ayrshire and which proposed the introduction of car parking charges. The short stay car park maps were set out at Appendix 1 to the report.

The Cabinet agreed (a) that an application seeking the introduction of Decriminalised Parking Enforcement across the North Ayrshire Council area be finalised and submitted to Scottish Government; (b) to the introduction of car parking charges at identified short stay car parks and identified on-street parking at Brodick as detailed in Appendix 1 to the report; (c) that a review of the current Town Centre Car Parking Strategy in support of proposals to introduce car parking charges be carried out; (d) to note the proposed recruitment of a Car Parking Manager to progress the introduction of car parking charges and application for Decriminalised Parking Enforcement; (e) to further engagement with local Ward members, to review existing parking restrictions, potential vehicle displacement and the introduction of resident parking permit schemes, as appropriate; (f) that officers proceed with the necessary Traffic Regulation Orders required to introduce parking charges in the designated car parks and on-street in Brodick; (g) to note the next steps as outlined in section 2.31 of the report; and (h) to receive progress update reports as appropriate.

## **17. Gaelic Language Plan**

Submitted report by the Executive Director (Economy and Communities) on the second edition of the North Ayrshire Gaelic Language Plan. The Plan was set out at Appendix 1 to the report.

The Cabinet agreed (a) to approve the second edition of North Ayrshire's Gaelic Language Plan; and (b) that it be remitted to officers to continue to work with Bòrd na Gàidhlig and partners on the development of Gaelic.

## **18. Proposal for Community Investment Fund (CIF) Expenditure**

Submitted report by the Executive Director (Economy and Communities) on an application by the Three Towns Locality Partnership. The application was set out at Appendix 1 to the report.

The Cabinet agreed to (a) approve the application from the Locality Partnership in line with CIF criteria; (b) approve an award of £50,000 to the Training Station; and (c) accept future reports on the progress of the initiatives at dates to be agreed with the Locality Partnerships.

## **19. National Islands Plan and Island Communities Impact Assessment Consultation**

Submitted report by the Executive Director (Economy and Communities) on North Ayrshire Council's response to the Scottish Government's consultation on the National Islands Plan and Island Communities Impact Assessment. The response was set out at Appendix 1 to the report.

The Cabinet agreed to approve (a) the proposed North Ayrshire Council response to the National Islands Plan and Island Communities Impact Assessment consultation; and (b) the inclusion of the responsibility for islands matters in North Ayrshire within the portfolio of the Cabinet Member for Economic Growth.

## **20. West of Scotland Loan Fund**

Submitted report by the Executive Director (Economy and Communities) on the proposals to wind up West of Scotland Loan Fund (WSLF) Limited.

The Cabinet agreed to approve (a) winding-up the West of Scotland Loan Fund Limited (WSLF) as a member authority; (b) the transfer of North Ayrshire Council's West of Scotland Loan Fund assets to Business Loans Scotland (BLS); and (c) an amendment to the BLS Articles of Association, to allow BLS to pay surplus funds back to member local authorities, with authority delegated to the Head of Economic Growth to agree the draft resolution and sign in accordance with requirements of BLS.

## **21. Better Off North Ayrshire update**

Submitted report by the Executive Director (Economy and Communities) on the latest performance and financial position.

The Cabinet agreed to (a) note (i) the update provided on Better Off North Ayrshire, (ii) the issues raised with regard to the financial risks to the Council and (iii) the steps being put in place to mitigate those risks and reduce projected spend by £300k; and (b) receive a further update report in 6 months, with an update to be provided on the financial position and the future service arrangements for financial inclusion services.

## **22. Regeneration Capital Grant Fund – Funding Applications for 2020/21**

Submitted report by the Executive Director (Economy and Communities) on the Regeneration Capital Grant Fund applications for 2020/21.

The Head of Economic Growth advised of a correction to the report, clarifying a contribution of £0.5M towards the £2M cost of the redevelopment of Millport Town Hall, rather than the £3M stated in the report.

The Cabinet agreed to submit applications for projects at Lochshore, Annickbank (Irvine Enterprise Area) and Millport Town Hall as detailed in the report.

## **23. Active Travel and Transport External Funding 2019/20**

Submitted report by the Executive Director (Economy and Communities) on grant offers to allow the implementation of projects. The active travel and transport Priorities were set out at Appendix 1 and the active travel and transport projects were set out at Appendix 2 to the report.

The Cabinet agreed to (a) approve the acceptance and expenditure of the successful grant offers as detailed at Appendix 2 to the report; (b) approve the acceptance and expenditure of the outstanding grant offers and additional awards identified if successful; and (c) receive a further report on the proposed projects and associated funding applications for 2020/21.

#### **24. Community Wealth Building**

Submitted report by the Executive Director (Economy and Communities) on the recent work to progress Community Wealth Building in North Ayrshire. The proposed remit was set out at Appendix 1 to the report.

The Cabinet agreed (a) to note (i) the progress of developing Community Wealth Building proposals and plans for North Ayrshire and (ii) the update on the inclusion of a Community Wealth Building Fund as part of the Ayrshire Growth Deal Heads of Terms; (b) that a new Community Wealth Building Commission be established to lead the development of this work; (c) the Leader of Council chair the Commission; and (d) to approve the participation of proposed Elected Members.

#### **25. A738 Kilwinning Road, Stevenston Experimental Traffic Regulation Order**

Submitted report by the Executive Director (Economy and Communities) on the Experimental Traffic Regulation Order to enable the trial of taxis utilising the Bus Lane in Kilwinning Road, Stevenston.

The Cabinet agreed to (a) approve the promotion of an Experimental Traffic Regulation Order to enable the trial of taxis utilising the Bus Lane; and (b) receive a future report on the outcome of the Experimental Traffic Regulation Order.

The Meeting ended at 4.50 p.m.

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## NORTH AYRSHIRE COUNCIL

27 August 2019

### Cabinet

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**Title:** Education Authority Annual Plan 2019-20

**Purpose:** To outline the detail of and seek approval for the publication of the Education Authority Annual Plan for 2019-20.

**Recommendation:** That Cabinet:

- a) agrees the content of the plan;
- b) approves the publication of the plan and subsequent submission to Scottish Ministers.

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### 1. Executive Summary

- 1.1 The Education Authority Annual Plan takes into account the national strategic context for Scottish Education 2019 and sets out how North Ayrshire Council will deliver against the strategic priorities of the National Improvement Framework (NIF). The plan also sets out the expected educational benefits of the improvement activities and how success will be measured.
- 1.2 The Education Authority Annual Plan will put in place and support the Aspiring Communities priority of the Council Plan Delivery Plan: "Children and young people experience the best start in life".

### 2. Background

- 2.1 The Education (Scotland) Act 2016 amended the Standards in Scotland's Schools Act 2000 to introduce the National Improvement Framework (NIF) for education and to include new requirements on education authorities to produce annual plans and reports in pursuance of the National Improvement Framework priorities.
- 2.2 The National Improvement Framework for Scottish Education 2019 was published in December 2018 and set out the Scottish Government's vision for Scotland's children and young people's progress in learning through excellence and equity. All schools and education authorities have developed annual plans which focus on delivering:
  - excellence through raising attainment: ensuring that every child achieves the highest standards in literacy and numeracy, and the right range of skills, qualifications and achievements to allow them to succeed;
  - achieving equity: ensuring every child has the same opportunity to succeed, with a particular focus on closing the poverty-related attainment gap.

- 2.3 The 2019 NIF key priorities are:
1. improvement in attainment, particularly in literacy and numeracy;
  2. closing the attainment gap between the most and least disadvantaged children;
  3. improvement in children and young people's health and wellbeing;
  4. improvement in employability skills and sustained, positive school leaver destinations for all young people.
- 2.4 Education authorities have to be able to demonstrate how they have sought, and continue to seek, to deliver against the strategic priorities of the NIF. The plan must also set out what the expected educational benefits will be of the improvement activities included in the plan and how success will be measured.
- 2.5 The draft Education Authority annual plan for 2019-20, attached at Appendix 1, sets out our local priorities in the format and context of North Ayrshire Council Plan 2019-24. In particular, but not exclusively, this annual plan will operationalise and support the Aspiring Communities priority of the Council Plan Delivery Plan: "Children and young people experience the best start in life".
- 2.6 The draft Education Authority annual plan for 2019-20 is also linked to the following local plans:
- Scottish Attainment Challenge annual plan
  - the Expansion of Early Learning and Childcare
  - the Children's Services Plan
- 2.7 In accordance with the duties of the 2016 Act and the empowerment of schools agenda, School Improvement Plans are created on the basis of self-evaluation of specific strengths and improvement needs at school level. These plans must take account of the Education Authority plan, ensuring alignment of priorities from school plans to the education authority plan, and also to the Council Plan right through to the National Improvement Framework.
- 2.8 Once approved, the education authority annual plan must be published and a copy must be sent to Scottish Ministers as soon as reasonably practicable thereafter.

### **3. Proposals**

- 3.1 It is proposed that Cabinet (a) agrees that the draft Education Authority annual plan for 2019-20 is aligned to the Council Plan priorities and the National Improvement Framework priorities and consequently (b) approves the publication of the plan, including submission to Scottish Ministers.

#### **4. Implications/Socio-economic Duty**

##### **Financial**

4.1 None.

##### **Human Resources**

4.2 None.

##### **Legal**

4.3 The production of an Education Authority annual plan is a requirement under the Education (Scotland) Act 2016.

##### **Equality/Socio-economic**

4.4 The Education Authority annual plan sets out specific improvement actions designed to improve educational outcomes for all, but also to reduce the impact of poverty on educational attainment.

##### **Environmental and Sustainability**

4.5 None.

##### **Key Priorities**

4.6 Aspiring Communities priority: “Children and young people experience the best start in life”.

##### **Community Wealth Building**

4.7 None.

#### **5. Consultation**

5.1 The content of the Education Authority annual plan for 2019-20 has been agreed across the education service following rigorous self-evaluation in schools and across the service of the progress towards the previous year’s plan. The process of arriving at the service level priorities and strategic actions included engagement of Head Teachers and the service leadership team in evaluation and planning sessions. At school level, this exercise was repeated with pupils, staff, parents/carers and key partners.

Audrey Sutton  
Executive Director of Communities (Interim)

For further information please contact **Andrew McClelland, Head of Service (Education)**, on **01294 324413**.

#### **Background Papers**

National Improvement Framework and Improvement Plan 2019





# Education Authority

## Annual Improvement Plan 2019-20



## Introduction

The Education Annual Improvement Plan sets out our priorities for the year ahead in pursuit of the joint aims of achieving excellence and equity for our learners. It takes account of the feedback from consultation with our stakeholders across the Council and community and ensures the delivery of the locally agreed priorities of the Council Plan and the nationally agreed priorities of the National Improvement Framework. In the delivery of this plan, we will work in close partnership across the Council and communities of North Ayrshire and as part of the South West Educational Improvement Collaborative (SWEIC).

The content of this plan has been agreed across the education service following rigorous self-evaluation in establishments and across the service of the progress towards the previous year's plan. The process of arriving at the service level priorities and strategic actions included engagement of Head Teachers and the service leadership team in evaluation and planning sessions. At school level, this exercise was repeated with pupils, staff, parents/carers and key partners.

## Council Priorities:

The Council strategic priorities for 2019-24 are detailed below:

### Aspiring Communities

- ▶ Active and strong communities
- ▶ Children and young people experience the best start in life
- ▶ Inclusive, growing and enterprising local economy
- ▶ People enjoy good life-long health and well-being
- ▶ People and communities are safe

### Inspiring Place

- ▶ Effective infrastructure and digital connectivity
- ▶ Affordable, modern and well-designed homes that meets residents' needs
- ▶ Vibrant, welcoming and attractive places
- ▶ A sustainable environment

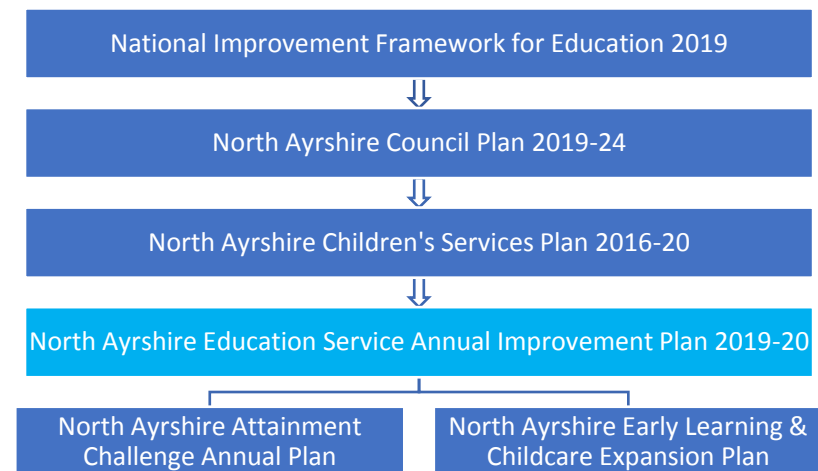
## National Improvement Framework:

The National Improvement Framework for Education is designed to help us deliver the twin aims of excellence and equity; galvanising efforts and aligning our collective improvement activities across all partners in the education system to address our key priorities. These priorities remain as:

- Improvement in attainment, particularly in literacy and numeracy
- Closing the attainment gap between the most and least disadvantaged children
- Improvement in children and young people's health and wellbeing
- Improvement in employability skills and sustained, positive school-leaver destinations for all young people

## Alignment to Local and National Plans

This plan is aligned to local and national plans as follows:



# COMMUNITIES DIRECTORATE: EDUCATION

COUNCIL PLAN 2019-24

Delivery Plan 2019-20

**Aspiring Communities** - A society where everyone has the same life chances to grow, prosper and have fulfilling and healthy lives.

## What we'll do to ensure our children and young people experience the best start in life

We will create the conditions for our children and young people to access the highest quality learning experiences from ages 3-18.

1. We will create high quality indoor and outdoor learning environments that are fit for the purpose of delivering an innovative education service, including an expansion of Early Learning and Childcare to 1140 hours across the NAC early years estate.
2. We will build strong collaborative partnerships to ensure we deliver a high quality education service for our children and families.
3. We will develop continuous professional learning pathways that build the capacity of our staff and create future leaders of service delivery and learning that ensure high quality experiences and the best possible outcomes for our children and their families.

We will support our children and young people to become successful learners, confident individuals, effective contributors and responsible citizens.

1. We will continue to design and implement programmes to achieve excellence and equity for our learners, with a clear focus on reducing the poverty-related attainment gap.
2. We will improve the attainment and achievement of our children and young people through high quality learning and teaching in our schools.
3. We will ensure our children and young people are equipped with the right skills for learning, life and work and that high numbers of our school leavers are entering positive and sustained post-school destinations.

We will offer opportunities to our young people and their families to play a more active role in school life and encourage more participation in learning.

1. We will implement a refreshed Parental Engagement Policy across the education service.
2. We will build on our well-established programmes to support families with their child's learning.
3. We will ensure our children, young people, staff and communities are empowered to shape the education service in our schools.

We will work with all young people to build their resilience, supporting their mental health and physical well-being.

1. We will develop a coherent mental health strategy in partnership with other agencies.
2. We will continue to extend our nurturing approaches and access to counselling in our schools.
3. We will focus on promoting positive relationships.

## Education Authority Annual Plan 2019-20 – Priority 1 Actions

Service Strategic Priority:	We will create the conditions for our children and young people to access the highest quality learning experiences from ages 3-18
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High Level Actions	What will we do?	What will the educational benefits be?	How will we measure success?
<ul style="list-style-type: none"> <li>We will create high quality indoor and outdoor learning environments that are fit for the purpose of delivering an innovative education service, including an expansion of Early Learning and Childcare to 1140 hours across the NAC early years estate.</li> </ul>	<ol style="list-style-type: none"> <li>By October 2019 we will be delivering the 1140 expanded hours in 15 local authority establishments and are on course to meet the requirements in all of our establishments by August 2020.</li> <li>Utilise the NAC Standard Design Brief (2018) to continue to create high quality learning environments encompassing indoor and outdoor learning and nurturing spaces.</li> <li>Develop an Outdoor Play Strategy to support Early Years Practitioners in providing excellent learning and development opportunities.</li> <li>Deliver continuous professional development in Early Years to ensure excellent learning and development experiences for toddlers and young children using the indoor and outdoor environments.</li> </ol>	<ul style="list-style-type: none"> <li>Early Learning and Childcare (ELC) settings will offer effective learning and teaching in stimulating and innovative environments.</li> <li>Regular sustained physical Activity will be promoted, giving opportunities for physical development, strength and co-ordination.</li> <li>Environments will support toddlers and young children's development in emotional well-being.</li> <li>ELC settings will provide internal and external spaces for children to use and develop risk management skills as well as improve their confidence, self-esteem and imagination.</li> <li>ELC settings will be at the heart of our communities and will be welcoming places where people can be engaged and involved in their children's learning and development.</li> <li>Children will be able to explore and develop with moveable, natural and stimulating resources that encourage imaginative, creative learning and play.</li> <li>ELC environments will be calm and inspire curiosity, wonder and excitement for play and learning.</li> </ul>	<ul style="list-style-type: none"> <li>Post occupancy review will show improved outcomes.</li> <li>Improved Care Inspectorate grades for Standard 5 – Environments.</li> <li>Use of self-evaluation activity (audit tool) to assess impact of changes and improvements – environments audit tool.</li> </ul>

High Level Actions	What will we do?	What will the educational benefits be?	How will we measure success?
<ul style="list-style-type: none"> <li>We will build strong collaborative partnerships to ensure we deliver a high-quality education service for our children and families.</li> </ul>	<ol style="list-style-type: none"> <li>Contribute to the South West Education Improvement Collaborative (SWEIC) Closing the Gap Workstream to promote effective collaboration across schools and educational authorities to ensure our focusing on the poverty related attainment gap is at the centre of our work.</li> <li>Establish a North Ayrshire Broad General Education (BGE) Science, Technology, Engineering and Maths (STEM) Strategy Team through which our work on the national Raising Aspirations in Science Education (RAISE) programme will be incorporated and a North Ayrshire STEM framework will be devised. Opportunities for a network of practitioners to forge strong, working partnerships across schools, neighbouring authorities, businesses, Universities and organisations will be promoted.</li> <li>Provide training for teachers and Early Years Practitioners in the effective delivery of the 1+2 national agenda.</li> </ol>	<ul style="list-style-type: none"> <li>Shared evidence-based approaches will increase attainment for learners, with a focus on narrowing the poverty-related attainment gap.</li> <li>Learners will receive consistent, high quality approaches to STEM, specifically in relation to Mathematics. The skills-based framework will enable pupils to engage in a progressive experience, specifically at the primary-secondary transition point. A consistent, equitable and highly effective interdisciplinary approach to STEM learning will benefit learners' outcomes. Pupils' STEM experiences will ignite a passion and desire to pursue STEM careers.</li> <li>Learners will benefit from well trained, confident practitioners teaching stimulating programmes with learners' own confidence in languages increasing as a result.</li> </ul>	<ul style="list-style-type: none"> <li>Data, which will evaluate the impact of specific interventions, will demonstrate the positive impact on children's attainment and achievement.</li> <li>A breadth of qualitative and quantitative data will be used to measure success with reference to the 2018 baseline and STEM survey of need in North Ayrshire.</li> <li>A sample of data from pre and post training will be collated to evaluate impact, including impact statements on pupil outcomes attributed directly to practitioners' CLPL.</li> </ul>
<ul style="list-style-type: none"> <li>We will develop continuous professional learning pathways that build the capacity of our staff and create future leaders of service delivery and learning that ensure high quality experiences and the best possible outcomes for our children and their families.</li> </ul>	<ol style="list-style-type: none"> <li>Implement a revised leadership development framework to increase opportunities and support for practitioners at all levels to develop leadership skills.</li> <li>Establish a network of coaches &amp; appropriate training opportunities to facilitate capacity building and establish a coaching culture.</li> <li>Provide a range of opportunities to support practitioners at all levels to develop skills in identifying, facilitating, managing &amp; evaluating strategic change.</li> </ol>	<ul style="list-style-type: none"> <li>Leadership capacity will be increased at all levels and will support our schools and centres in closing the attainment gap for children within in the most deprived areas.</li> <li>Through developing opportunities to engage in coaching and facilitation, we will support our schools to be self-sufficient in designing and supporting leadership development experiences targeting specific needs within each school.</li> </ul>	<ul style="list-style-type: none"> <li>Analysis of evaluations and Head Teacher focus group discussions will show a positive impact of this approach.</li> <li>Review of self-evaluation tool to analyse progress in meeting the Standards for Leadership &amp; Management and the Standard for Headship.</li> <li>Record of Professional Recognition achieved and evidence from good practice visits across our schools.</li> </ul>

## Education Authority Annual Plan 2019-20 – Priority 2 Actions

<b>Service Strategic Priority:</b> We will support our children and young people to become successful learners, confident individuals, effective contributors and responsible citizens.			
<b>NIF Priority:</b> <ul style="list-style-type: none"> <li>• improvement in attainment, particularly in literacy and numeracy;</li> <li>• closing the attainment gap between the most and least disadvantaged children;</li> <li>• improvement in employability skills and sustained, positive school leaver destinations for all young people.</li> </ul>			
High Level Actions	What will we do?	What will the educational benefits be?	How will we measure success?
<ul style="list-style-type: none"> <li>• We will continue to design and implement programmes to achieve excellence and equity for our learners, with a clear focus on reducing the poverty-related attainment gap.</li> </ul>	<ol style="list-style-type: none"> <li>1. Through the use of Scottish Attainment Challenge (SAC) and Pupil Equity Funding (PEF) resources, we will provide a targeted approach to professional learning programmes which have a specific focus on strengthening practitioner approaches to reducing the poverty related attainment gap in education establishments.</li> <li>2. Work with identified partners to provide increased opportunities for care experienced young people &amp; other identified learners who are experiencing significant barriers to learning to achieve and attain to their full potential.</li> </ol>	<ul style="list-style-type: none"> <li>• Care experienced young people &amp; other identified young people who are experiencing significant barriers to learning will have enhanced supports to attain and achieve their full potential and secure a positive post-school destination.</li> <li>• Learners living in North Ayrshire's areas of highest deprivation will have increased supports to attain and achieve their full potential and secure a positive post-school destination.</li> <li>• Attainment levels in literacy &amp; numeracy will increase for learners living in North Ayrshire's areas of highest deprivation.</li> </ul>	<ul style="list-style-type: none"> <li>• Analysis of attainment &amp; achievement levels in literacy and numeracy.</li> <li>• Improvement in positive destination data of learners living in North Ayrshire's areas of highest deprivation.</li> <li>• A reduction in the poverty related attainment gap in literacy &amp; numeracy.</li> </ul>
<ul style="list-style-type: none"> <li>• We will improve the attainment and achievement of our children and young people through high quality learning and teaching in our schools.</li> </ul>	<ol style="list-style-type: none"> <li>1. Launch revised learning and teaching strategy along with frameworks and initiatives to support numeracy and literacy learning across all establishments.</li> <li>2. Continue to support practitioners from all sectors through the work of the Professional Learning Academy in</li> </ol>	<ul style="list-style-type: none"> <li>• Learners will benefit from consistent, high-quality, research based pedagogical approaches leading to increased educational attainment.</li> <li>• Learners will benefit from quality experiences and approaches in literacy and numeracy which are evidence-based</li> </ul>	<ul style="list-style-type: none"> <li>• Data from targeted interventions will show the impact of interventions on children's progress.</li> <li>• Attainment data will show improvements in performance in the classroom</li> <li>• Qualitative evidence will be gathered by both establishments and the Senior</li> </ul>

High Level Actions	What will we do?	What will the educational benefits be?	How will we measure success?
	literacy, numeracy and pedagogical practice. 3. Develop high quality, evidence-based approaches to support the attainment of learners within our ASN schools.	<ul style="list-style-type: none"> <li>Learners within ASN schools benefit from learning experiences and approaches which are research-based.</li> </ul>	Managers during quality improvement visits
<ul style="list-style-type: none"> <li>We will ensure our children and young people are equipped with the right skills for learning, life and work and that high numbers of our school leavers are entering positive and sustained post-school destinations.</li> </ul>	1. Support schools to ensure that all secondary classroom teachers understand <b>all</b> routes to employment and that each of those routes is valued equally. 2. Work in partnership with DYW regional group to ensure that employers are willing to offer placements and/or employment to young people with ASN. 3. Support schools to use the national standards in Career Education, Work placement and 3.3(HGIOS4) to self-evaluate their practice & identify next steps	<ul style="list-style-type: none"> <li>Pupils will have a curriculum that meets their needs and takes account of their post-school aspirations.</li> <li>Pupils will participate in meaningful activity with employers, leading to higher levels of confidence. They will have higher aspirations for their futures.</li> <li>Schools will continue to improve their strategies for supporting pupils to develop their skills for learning, life and work &amp; preparation for life after school</li> </ul>	<ul style="list-style-type: none"> <li>The % of our initial school leavers moving into a positive destination will increase, as will the % sustaining those (SLDR &amp; Participation Measure).</li> <li>The % of ASN initial school leavers moving into a positive destination will increase, as will the % sustaining those (SLDR &amp; Participation Measure).</li> <li>QI visits, DYW focussed visit, schools' own self evaluations and HMle inspection reports. Will demonstrate the positive impact of these actions.</li> </ul>



## Education Authority Annual Plan 2019-20 – Priority 3 Actions

<b>Service Strategic Priority:</b> We will offer opportunities to our young people and their families to play a more active role in school life and encourage more participation in learning.			
<b>High Level Actions</b>	<b>What will we do?</b>	<b>What will the educational benefits be?</b>	<b>How will we measure success?</b>
<ul style="list-style-type: none"> <li>We will implement a refreshed Parental Engagement Policy across the education service.</li> </ul>	<ol style="list-style-type: none"> <li>1. Work collaboratively with school staff and parents at all stages to develop and implement a new Parental Engagement Strategy, which reflects the NIF priorities and Scottish Government's Learning Together Goals.</li> </ol>	<ul style="list-style-type: none"> <li>There will be a more consistent approach to engaging families in their child's learning and in the life of the school.</li> </ul>	<ul style="list-style-type: none"> <li>National Parental Involvement and Engagement Census and an evaluation of the policy will show the positive impact of interventions.</li> </ul>
<ul style="list-style-type: none"> <li>We will build on our well-established programme to support families with their child's learning</li> </ul>	<ol style="list-style-type: none"> <li>1. Continue to deliver and extend the range of family learning opportunities available using our Programmes of Intervention menus.</li> <li>2. Establish a Family Learning Network within the authority to share good practice, build capacity and ensure sustainability with a variety of partners</li> <li>3. The Family Learning Team will establish strong links and relationships with schools, families, communities, parent / family volunteers and relevant partners to enhance the provision of family learning</li> </ol>	<ul style="list-style-type: none"> <li>Families will further enhance their knowledge, confidence and understanding in how to support their children's learning at home and in school.</li> <li>Schools will have increased capacity to engage families in supporting their children's learning, leading to sustainability of family learning.</li> <li>Learners will be supported at home to achieve and attain.</li> </ul>	<ul style="list-style-type: none"> <li>Analysis of evaluation information from family learning programme delivery</li> <li>Impact statements from consultation events e.g. breakfast blethers/discussion dinners</li> <li>% increase in families attending family learning events</li> <li>National Parental Involvement and Engagement Census</li> </ul>
<ul style="list-style-type: none"> <li>We will ensure our children, young people, staff and communities are empowered to shape the education service in our schools.</li> </ul>	<ol style="list-style-type: none"> <li>1. School and parents will work collaboratively to set improvement priorities through a variety of approaches including parent focus groups.</li> <li>2. Conduct a full review of Devolved School Management (DSM) scheme.</li> </ol>	<ul style="list-style-type: none"> <li>Schools and their communities will be further empowered to take decisions which will benefit learners.</li> </ul>	<ul style="list-style-type: none"> <li>Analysis of 1.5(HGIOS4), management of resources to promote equity.</li> <li>Quality Improvement Framework visits and feedback obtained from identified partners.</li> <li>Increase in fund allocated through participatory budgeting</li> </ul>



High Level Actions	What will we do?	What will the educational benefits be?	How will we measure success?
	<ul style="list-style-type: none"> <li>3. Implement a fully revised Quality Improvement Framework which enhances school empowerment.</li> <li>4. Further enhance participatory budgeting approaches in education establishments.</li> </ul>		

## Education Authority Annual Plan 2019-20 – Priority 4 Actions

Service Strategic Priority: We will work with all young people to build their resilience, supporting their mental health and physical wellbeing.			
NIF Priority: <ul style="list-style-type: none"> <li>improvement in children and young people's health and wellbeing</li> </ul>			
High Level Actions	What will we do?	What will the educational benefits be?	How will we measure success?
<ul style="list-style-type: none"> <li>We will develop a comprehensive approach to supporting mental health in partnership with other agencies.</li> </ul>	<ol style="list-style-type: none"> <li>Identify good practice and areas of development through an audit of Health and Wellbeing (HWB) practice (particularly supports for mental health) across primary and secondary schools and share this.</li> <li>Strengthen staff capacity, wellbeing and confidence through a comprehensive programme of professional learning including Safe Talk, Applied Suicide Intervention Skills Training (ASSIST), Mental Health First Aid (MHFA).</li> <li>Improve approaches to tracking and monitoring of children and young people's HWB.</li> <li>Implement a range of approaches and develop structures that support children's resilience, wellbeing, and reduce stigma associated with mental health.</li> </ol>	<ul style="list-style-type: none"> <li>Schools will have a greater range of approaches to support mental health</li> <li>Staff will have greater confidence in supporting children and young people's mental health and will recognise when they require support and identify the best supports for them</li> <li>Staff will be able to create children's plans that outline more specific targets around mental health and will be able to track the progress of health and wellbeing skills more effectively</li> <li>Children and young people, staff, parents and partners will talk more openly about mental health and will seek support when needed</li> <li>Children and young people will develop greater resilience and have more social and emotional skills to manage challenging situations</li> <li>Mental health approaches will be embedded in school improvement plans</li> </ul>	<ul style="list-style-type: none"> <li>Quality assurance visits will find that there is more personalised support for children and young people with mental health difficulties (2.4) and schools will have supported children and staff more appropriately (3.1, 1.5)</li> <li>Attendance and exclusion data will have improved</li> <li>Baseline measures will demonstrate greater staff confidence in supporting mental health over time</li> <li>HWB measures such as PASS data, Stirling children's wellbeing scale, Warwick Edinburgh mental wellbeing scale will improve over time</li> <li>Positive evaluations of professional learning and children and young people's see me, safe talk training</li> <li>Children and young people seek out support when needed from counsellors, pastoral support, external supports</li> <li>Referrals to CAMHS and other external supports are more appropriate</li> </ul>

High Level Actions	What will we do?	What will the educational benefits be?	How will we measure success?
<ul style="list-style-type: none"> <li>We will continue to extend our nurturing approaches and access to counselling in our schools.</li> </ul>	<ol style="list-style-type: none"> <li>Maintain a strong focus on nurture across all establishments and enhance provision across primary, secondary &amp; early years establishments.</li> <li>Strengthen the professional capacity of our staff through a comprehensive programme of professional learning in nurturing approaches.</li> <li>Continue to develop nurturing approaches within our specialist nurture provisions to support for children who have experienced adversity.</li> <li>We will continue to deliver counselling through all our secondary schools and extend access to ASN schools and the Extended Outreach service.</li> </ol>	<ul style="list-style-type: none"> <li>Our children and young people will have their emotional needs met and be supported to improve their attainment and achievement.</li> <li>Every child will be valued and there will be a climate of mutual respect in all our establishments.</li> <li>All children will develop the social skills they need in order to maximise the benefits of education and to interact positively with each other.</li> <li>Staff will develop a deeper understanding of the emotional support that YP require and how to respond to such needs.</li> <li>Children and young people who need a targeted intervention in terms of nurture or counselling will be supported to progress in their education</li> </ul>	<ul style="list-style-type: none"> <li>Embedded nurturing approaches will be evaluated through Senior Manager Quality Assurance support and challenge visits specifically looking at 2.4 and 3.1 and through the annual Nurture staff survey</li> <li>Quantitative measures for targeted interventions (Strengths and Difficulty Questionnaire, Boxall, Stirling Scale)</li> <li>Use questionnaires to measure the impact of universal and targeted nurture approaches.</li> <li>Quantitative and qualitative measures of counselling</li> </ul>
<ul style="list-style-type: none"> <li>We will focus on promoting positive relationships.</li> </ul>	<ol style="list-style-type: none"> <li>Develop, Implement and evaluate an authority level policy for Promoting Positive Relationships.</li> <li>Pilot the 'The Compassionate and Connected Classroom and Community' (CCCC) in North Ayrshire</li> <li>Transform the way we support in partnership our most vulnerable learners and enhance our approach to teams around children.</li> </ol>	<ul style="list-style-type: none"> <li>All staff will have greater confidence in delivering an authoritative, nurturing approach</li> <li>Schools will have up to date policies in place, that will support children and young people to receive a consistently nurturing experience and will support their attainment and achievement</li> <li>Staff will develop greater confidence and skills and will have a wider range of approaches to support children and young people who have experienced adversity and trauma</li> </ul>	<ul style="list-style-type: none"> <li>Exclusion figures</li> <li>Staff Survey</li> <li>Training evaluations</li> <li>Young person's survey</li> <li>Pre and Post evaluations of The Compassionate and Connected Classroom and Community including baseline questionnaires and Stirling Wellbeing Scale</li> <li>Reviews of child's plans and an evaluation of the effectiveness of teams around children will demonstrate improved outcomes.</li> </ul>

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## NORTH AYRSHIRE COUNCIL

27 August 2019

### Cabinet

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**Title:** Decriminalised Parking Enforcement and the Introduction of Car Parking Charges

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**Purpose:** To allow Cabinet to reconsider its previous decision in light of recommendations of the Audit and Scrutiny Committee following a Call In Request relating to decriminalised parking enforcement and the introduction of car parking charges for Brodick.

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**Recommendation:** Cabinet is recommended to reconsider its previous decision in relation to the introduction of car parking charges in Brodick and the inclusion of Arran in Decriminalised Parking Enforcement

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### 1. Executive Summary

- 1.1 At its meeting on 11 June 2019, Cabinet considered a report on decriminalised parking enforcement and the introduction of car parking charges and agreed (a) that an application seeking the introduction of Decriminalised Parking Enforcement across the North Ayrshire Council area be finalised and submitted to Scottish Government; (b) to the introduction of car parking charges at identified short stay car parks and identified on-street parking at Brodick as detailed in Appendix 1 to the report; (c) that a review of the current Town Centre Car Parking Strategy in support of proposals to introduce car parking charges be carried out; (d) to note the proposed recruitment of a Car Parking Manager to progress the introduction of car parking charges and application for Decriminalised Parking Enforcement; (e) to further engagement with local Ward members, to review existing parking restrictions, potential vehicle displacement and the introduction of resident parking permit schemes, as appropriate; (f) that officers proceed with the necessary Traffic Regulation Orders required to introduce parking charges in the designated car parks and on-street in Brodick; (g) to note the next steps as outlined in section 2.31 of the report; and (h) to receive progress update reports as appropriate.
- 1.2 At its meeting on 27<sup>th</sup> June 2019 Audit and Scrutiny Committee agreed the terms of a Call-in, the desired outcomes of which are:-
- Parking charges should not be introduced to Brodick; and
  - Enforcement of parking on Arran should remain under the control of the Police:-

Accordingly, Cabinet is asked to review its decision in light of the Call-in.

## **2. Background**

- 2.1 At its meeting on 28 February 2018, the Council considered a report on the General Services Revenue Estimates 2018/19 to 2021/22. The report outlined (a) the Council's revenue spending requirements and anticipated funding for 2018/19 to 2021/22; (b) the level of reserves and fund balances held by the Council and (c) options to address the funding gap.
- 2.2 As part of the options to address the funding gap, it was agreed to develop the introduction of Decriminalised Parking Enforcement (DPE) and the introduction of car parking charges.
- 2.3 Effective management of parking and the development of alternative travel mode are central aspects within the development of economic and environmentally sustainable town centres. The introduction of DPE is intended to support the Council's agreed Town Centre Car Parking Strategy which sets out to:
- Enhance and support local economies;
  - Improve traffic flows and reduce congestion;
  - Manage parking spaces to ensure adequate availability and the prioritisation of prime spaces;
  - Reduce carbon emissions and improve air quality; and
  - Promote alternative modes of travel.
- 2.4 A Project Steering Group developed the proposal to introduce DPE and car parking charges. Financial assessments of introducing DPE and car parking charges that were undertaken concluded that a 'one size fits all' approach was not appropriate because each town and village in North Ayrshire had a unique infrastructure and usage pattern.
- 2.5 Cabinet considered the report at its meeting on 11 June 2019 and the recommendations were agreed, as detailed in 1.1. Subsequently a request was received in terms of the Call-In procedure set out in the Council's Scheme of Administration and Standing Orders, that the Audit and Scrutiny Committee examine the decision taken by the Cabinet.
- 2.6 The Call- In Request, which was signed by Councillors Billings, McMaster and Gurney is detailed in the minute of the Audit and Scrutiny Committee of 27 June 2019 which is attached at Appendix 1. The plan referred to in that minute is also attached. The Call-In relates to the introduction of car parking charges in Brodick and its desired outcomes are: -
- Parking charges should not be introduced to Brodick; and
  - Enforcement of parking on Arran should remain under the control of the Police.
- 2.7 The Audit and Scrutiny Committee heard from Councillors McMaster and Billings and Councillor Cullinane, on behalf of Councillor Montgomerie, as the relevant Cabinet Member. The Committee agreed to accept the Call-in and refer it to the Cabinet for further consideration.
- 2.8 Supplementary information, following the Audit and Scrutiny Committee decision, is provided by the Interim Head of Commercial Services at Appendix 2.

### **3. Proposals**

- 3.1 Cabinet is recommended to reconsider its previous decision in relation to the introduction of car parking charges in Brodick and the inclusion of Arran in DPE.

### **4. Implications/Socio-economic Duty**

#### **Financial**

- 4.1 It is estimated that the annual revenue costs associated with the introduction of DPE across the whole Council area will be £121,000 per year. These costs will be offset against a predicted income of £471,000 by introducing car parking charges in a number of short stay car parks across the area and on-street in Brodick, therefore the potential net income is estimated to be £350,000 per year. Should Brodick be excluded from car parking charges and DPE it is estimated the net income would reduce by £10k.

#### **Human Resources**

- 4.2 The introduction of DPE and Car Parking Charges will require the creation of a new Parking Manager supported by a number of Enforcement Officers.

#### **Legal**

- 4.3 Legislation contained in The Road Traffic Act 1991 enables local authorities to decriminalise parking offences and allows local authorities to introduce their own parking penalty regime. A Traffic Regulation Order will be required to consolidate the on-street parking restrictions, and a Traffic Regulation Order will be required to introduce parking charges in our car parks. Any further on street parking restrictions will also require a Traffic Regulation Order to be approved.

#### **Equality/Socio-economic**

- 4.4 Improved car parking opportunities and better management of parking would improve accessibility to town centres for all. Car parking will remain free for disabled badge holders, and greater turn-over of town centre car parking should result in more spaces being available for disabled users. Decriminalisation will also enable the Council to enforce disabled parking spaces, something now only done by Police Scotland where there is obstruction.

#### **Environmental and Sustainability**

- 4.5 The introduction of DPE and car parking charges supports improved environmental conditions, including improved traffic management and safer traffic conditions. There is likely to be a reduction in pollution due to less illegal parking and better circulation of traffic and increased attractiveness of sustainable travel across North Ayrshire, which could result in increased use of public transport and reduced travel by car will reduce carbon emissions and improve air quality.

## **Key Priorities**

- 4.6 The introduction of DPE and car parking charges will contribute to the Council's key priorities contained in the new Council Plan relating to growing our economy, increasing employment and regenerating towns through the creation of improved turn over in parking spaces in town centres and new and improved opportunities for sustainable and active travel to key employment areas, town centres, services and local attractions.

## **Community Benefits**

- 4.7 Improved availability of car parking enhances and supports town centre economies.

## **5. Consultation**

- 5.1 There have been further consultations with Police Scotland and Transport Scotland.

Craig Hatton  
Chief Executive

For further information please contact **Angela Little, Committee Services Officer**, on **01294 324132**.

## **Background Papers**

Cabinet Report – DFE and the introduction of car parking charges - 11 June 2019  
Cabinet Minute – 11 June 2019





**Audit and Scrutiny Committee  
27 June 2019**

**IRVINE, 27 June 2019** - At a Special Meeting of the Audit and Scrutiny Committee of North Ayrshire Council at 2.00 p.m.

**Present**

Marie Burns, Margaret George, Alan Hill, Tom Marshall, Donald Reid and John Sweeney.

**Also Present**

Joe Cullinane, Robert Barr, Timothy Billings, Anthony Gurney, Ellen McMaster, Ronnie McNicol and Davina McTiernan.

**In Attendance**

C. Hatton, Chief Executive; R. McCutcheon, Head of Service (Commercial Services), C. Dempster, Senior Manager, J. Godwin, Business Development Manager and L. Cree, Senior Manager (Physical Environment) (Place); C. Amos, Head of Service (Inclusion) (Education and Youth Employment) and A. Fraser, Head of Democratic Services, M. Sugden, Communications Officer and A. Little, Committee Services Officer (Chief Executive's Service).

**Chair**

Councillor Burns in the Chair.

**Apologies**

Joy Brahim.

**1. Declarations of Interest**

There were no declarations of interest by Members in terms of Standing Order 10 and Section 5 of the Code of Conduct for Councillors.

**2. Call In: Ardrossan Community Hub - Proposed Development of new Education and Community Provision in Ardrossan**

Submitted report by the Chief Executive on a Call In Request received in respect of the decision taken by Cabinet at its meeting on 11 June 2019 that the principle of a multiple facility community campus at Ardrossan North Shore be further developed as the preferred solution to secure a much-needed replacement for Ardrossan Academy and Winton Primary School. A copy of the Cabinet report was provided at Appendix 1 to the report and a briefing paper from the Services at attached at Appendix 2.

At its meeting on 11 June 2019, the Cabinet received a report by the Head of Service (Education and Youth Employment) on the pre-consultation engagement activities undertaken, early public feedback in respect of the proposal and a petition in respect of the proposed relocation of leisure facilities. The school pre-consultation responses and the wider community pre-consultation responses were set out as appendices to the report.

The Cabinet agreed that (a) the principle of a multiple facility community campus at Ardrossan North Shore be further developed as the preferred solution to secure a much needed long-term replacement for Ardrossan Academy and Winton Primary School; (b) the relocation of Auchenhavrie swimming pool to the proposed campus be subject to further community engagement during August to determine a definitive position for consideration at the September 2019 meeting of the Cabinet; (c) the consultation framework be co-produced with key stakeholders; and (d) subject to a clear indication of Scottish Government funding and completion of the formal business case for a community campus, statutory public consultation would commence in October 2019.

Subsequently, a Call In request was received from Councillors McNicol, Billings and Barr in the following terms:-

#### Reason for Call in

“No decision on the proposed site for the replacement of Ardrossan Academy and Winton Primary School at Ardrossan North Shore be considered until a full and final Risk Assessment for land contamination on the whole site has been completed and presented to the Full Council for consideration.”

#### Desired Outcome

“The decision on the preferred site for the replacement of Ardrossan Academy and Winton Primary School be referred to the Full Council for Determination.”

The Head of Democratic Services summarised the procedure for considering the Call In request and set out the circumstances surrounding the Cabinet decision.

Thereafter, the Members who had requested the Call In were invited to speak. Councillor McNicol addressed the Committee in support of the Call In request, referring to the issues around contaminated land and flooding risks at the site, as outlined in Appendix 2 to the Cabinet report.

He referred to the conditions of previous Planning Permission that required a study to be undertaken to assess the contamination of land prior to development and asked whether soil investigations had been completed.

Councillor Barr referred to the former use of the site as a petrochemical plant and known historic contamination issues. He expressed his concern regarding the seawall defence.

Councillor Billings also referred to Appendix 2 to the Cabinet report which highlighted that despite various site investigations having been carried out over a number of years to establish the nature and extent of contamination, further investigations were undertaken in May 2019 and more are planned. It was his view that it was not possible to provide assurances when the investigations were ongoing.

The Chair then invited Councillor Cullinane to address the meeting on behalf of Councillor Bell as the relevant Cabinet Member.

Councillor Cullinane made reference to the cross-service work that had been undertaken to identify a site for the replacement of Ardrossan Educational Campus. Contamination of the site is well-known and a number of site studies previously carried out, along with further investigations, will be used to assess the risk of any contaminants to the environment and users of the facility and inform the overall masterplan for the site.

Councillor Cullinane further advised that the North Shore location is closely aligned with the Council's Ayrshire Growth Deal proposals, including Ardrossan Harbour and the town centre proposals. The Scottish Government will announce a funding decision in August 2019, linked to the national school estate strategy and it is considered that the case for the replacement of Ardrossan Academy merits the early award of funding.

The Chief Executive provided an assurance that development of the site for Ardrossan Community Campus would only be progressed if the contamination could be appropriately addressed.

Members then asked questions, and received clarification, on the following:-

- the investigations and assessments undertaken to date that confirm the site is viable for development and ongoing contamination investigations that are taking place;
- other sites that are available but would not present the opportunity to replace Ardrossan Academy, deliver Ayrshire Growth Deal proposals and redevelop a vacant site that has blighted central Ardrossan for many years;
- further consultation which will take place on proposals for the swimming pool and fitness suite and which will be reported to Cabinet;
- that Members will be provided with the final contamination report; and
- the final decision on whether a new Ardrossan Academy and Winton Primary would be constructed on this site would be taken following the statutory consultation.

The Leader agreed to the final decision following the statutory consultation being presented to a Council meeting.

Councillor Hill, seconded by Councillor George, moved that, on the basis that the final decision on the location of Ardrossan Campus will be taken by a full meeting of the Council, the Call In be rejected. There being no amendment, the motion was declared carried.

### **3. Call In: Decriminalised Parking Enforcement and the Introduction of Car Parking Charges**

Submitted report by the Chief Executive on a Call In Request received in respect of the decision taken by the Cabinet at its meeting on 11 June 2019 to decriminalise parking enforcement and introduce car parking charges. A copy of the Cabinet report was provided at Appendix 1 to the report and a briefing paper from the Services at attached at Appendix 2.

At its meeting on 11 June 2019, the Cabinet received a report by the Head of Service (Commercial Services) on the proposal to introduce decriminalised parking enforcement (DPE) in North Ayrshire and introduce car parking charges at identified short stay car parks in Irvine, Kilwinning, Saltcoats, Largs and charges for on street parking at Brodick, as detailed within the appendix to the report.

The Cabinet agreed (a) that an application seeking the introduction of Decriminalised Parking Enforcement across the North Ayrshire Council area be finalised and submitted to Scottish Government; (b) to the introduction of car parking charges at identified short stay car parks and identified on-street parking at Brodick as detailed in Appendix 1 to the report; (c) that a review of the current Town Centre Car Parking Strategy in support of proposals to introduce car parking charges be carried out; (d) to note the proposed recruitment of a Car Parking Manager to progress the introduction of car parking charges and application for Decriminalised Parking Enforcement; (e) to further engagement with local Ward members, to review existing parking restrictions, potential vehicle displacement and the introduction of resident parking permit schemes, as appropriate; (f) that officers proceed with the necessary Traffic Regulation Orders required to introduce parking charges in the designated car parks and on-street in Brodick; (g) to note the next steps as outlined in section 2.31 of the report; and (h) to receive progress update reports as appropriate.

Subsequently, a Call In request was received from Councillors Billings, McMaster and Gurney in the following terms:-

#### Reason for Call In

“This Call In relates to section 2.23 of the Cabinet report and the map of Brodick contained within Appendix 1.”

#### Brodick Car Parking

“This call in relates to the proposed introduction of car parking charges to Brodick. This paper will show that the Brodick parking proposals are contrary to the Council’s agreed Car Parking Strategy and will not achieve the supposed benefits of introducing parking charges as set out in the proposal.

As a reminder, the stated aims of the Car Parking Strategy are:

- Enhance and support local economies
- Improve traffic flows and reduce congestion
- Manage parking spaces to ensure adequate availability

The stated benefits of introducing parking charges are:

- Safer traffic conditions
- Improved safety for pedestrians and vulnerable groups
- Short stay is for shoppers, and long stay is for business community
- Reduced competition for road spaces
- Community will benefit from improved parking that will support the local economy

Brodict currently has a clear separation of parking, with the majority of the long stay parking happening close to the ferry, where people leave cars when visiting the mainland, and the majority of short stay parking is further along the shore road for people using the village facilities.

Parking is available at the ferry terminal, however, long stay overnight parking at the terminal is in the process of being stamped out as there are not enough parking spaces for the volume of traffic/parking required for day long journeys to the mainland. Consequently, Arran residents long stay parking is carried out predominantly along the sea front as this is the nearest available area. Free long stay parking is necessary for Island residents when using the ferry to access mainland based medical services, retail centres, onward travel destinations for trains and flights; as due to our Island geography there is often no choice but to travel to the mainland to gain access to services which most mainlanders take for granted.

With this geographical restriction on access to services in mind it is important to note that according to the Scottish Index of Multiple Deprivation (SIMD) approximately 44% of Arran's population live in data zones that are in the top 15% most access deprived in Scotland. Access being defined by SIMD as the measure of private vehicle and public transport drive times to GP surgeries, Post Offices, retail centres, schools and petrol stations and that's before we attempt to access services on the mainland!

This SIMD information and the Council's Fair for All strategy was to the forefront during the development of the Locality Priorities for Arran and consequently the priorities which emerged from community engagement are; transport, social isolation and housing. Lack of good public transport to service connections between all Arran's villages and the main town of Brodict being a major cause for concern due to lack of accessibility to basic services and a cause of social isolation for many islanders. Hence many islander's reliance on the use of private vehicles and the need for free and accessible car parking as a requisite to quality of life on the island. The introduction of parking charges would impose an unnecessary extra layer of inequality on the islanders. Using public transport is not an option for many journeys and making parking more difficult within the main commercial centre on Arran will further deprive residents access to services. Isolation is one of the priority issues to address on Arran and making it harder to park will make this even worse.

In addition to the parking already mentioned, owners of businesses can park in areas behind their businesses, leaving on-street parking for customers. Lastly, on-road parking is supplemented with specific parking for the large Co-op, Arran Active, and the car park behind the small co-op.

There is an adequate supply of these different types of parking, that naturally separate themselves out because the ferry is at one end and the village facilities towards the other end, or businesses have their own customer parking.

The system works well with minimal issues of inappropriate parking, disruptions to traffic flow and people can get easily to where they want to go. This encourages people to park and stay within Brodict, supporting the shops and businesses along the front with no pressures about how long they are allowed to stay or fear of 'getting a ticket'.

The Isle of Arran is a place that people come to live and visit because it has a fundamentally different feel to the mainland. It is relaxed, easy-going with a holiday feel. This is what makes Arran special.

The introduction of parking charges will disrupt this status quo and has the potential for significant disruption to traffic flow, increased congestion, poor management of parking spaces, and will cause inconvenience to both residents and visitors, and will be detrimental to the economy making it harder to people to visit shops and other village facilities.

With free parking continuing to exist in close proximity to the charged parking spaces, parking behaviour will change leading to displacement parking. Affected areas will be the Douglas Hotel, large Co-op, Arran Active, Brodick medical centre, and in parking bays outside the row of small shops further along the front. In addition, the narrow roads behind the main street will see an increase in parking, and these roads don't have pavements.

The easy-going approach to life on Arran will be lost, and that feeling Arran has of being 'different' will be eroded.

There is no local support to these proposals, and it is clear that the proposals were written without any understanding of how the existing car parking is used, what effects the introduction of parking charges will have on peoples parking behaviour, and what the consequences of these changes will be on residents, businesses or visitors. The report makes sweeping assumptions about the benefits of parking charges whilst providing no evidence to back them up.

In the case of Arran, the Cabinet has made a mistake as this proposal is clearly in opposition to the stated and agreed aims of the Council. Therefore, the Audit and Scrutiny Committee should recommend that parking charges are not introduced on Arran, and that Arran is excluded from the Decriminalised Parking Enforcement proposals.

### Discussion on Specific Benefits and Policy Aims

Disruption of the Status Quo – as has already been said, there is a natural distribution of longer and shorter-term parking that meets the needs of residents and visitors. Any introduction of parking charges will change people's behaviour displacing cars to where parking is free. This will lead to:

- Long term parking in front of shops and services
- Longer parking in free car parks, such as the Co-op, Arran Active and the public car park, leading to poorer turnover of parking, thereby making it harder for customers to park and use these facilities.
- Increased on-street parking along the opposite side of the shore road, where it will remain free, leading to congestion and disruption to traffic flow
- Increased on-street parking in rear residential streets, making it more difficult for traffic to navigate, and creating a hazard for pedestrians where there is no footpath on either side of the road.

It has been suggested that resident permits can be used, however, not every resident will get a permit for their car, some will not be able to afford it, some will make do with remaining free parking arrangements. Also, visitors looking for longer term parking will not be able to park along the front, moving them to spaces currently used as short-term parking.

Disruption to Traffic Flow – it has already been stated that currently there are limited occasions where traffic is disrupted due to inappropriate parking. With an increase in parking in areas that will continue to be free will:

- prevent residents from parking in their streets,
- create bottle necks along roads where having two-way traffic past parked cars is challenging,
- increase in cars going along side roads looking for free parking.

Poor Management of Parking Spaces – there is currently a good management of parking spaces. Introducing charging for one area of the front will move long stay parking towards what should be short stay parking, and short stay parking on to deregulated areas or private ground. Even if exemptions are allowed for some residents, there will be sufficient other drivers who will be affected by these changes.

Disruption to the Economy – Brodick is an important hub for trade, and is used by residents and visitors for shopping, attractions, restaurants and banking services. The current parking arrangements support all these commercial activities by providing free and accessible parking close to where people want to go. There is a good turnover of cars in front of shops, with longer term parking taking place along the front where there are more visitor attractions, and resident long-term parking at the ferry end.

Disruption to the current parking patterns that will displace parked cars will mean that people will no longer have easy access to where they want to go, thereby making visiting village facilities less attractive by clogging up parking spaces.

Decreased Community Benefits – Brodick currently has good availability of parking spaces located in areas that support the surrounding businesses and activities. This proposal will not increase the numbers of parking spaces and will force car drivers in to areas away from where they would naturally want to park. Almost half Arran's population already live in the most access deprived areas of Scotland. Using public transport for many trips is not an option, so making it harder to park in Brodick will increase the island's transport deprivation.

People want to come to live and visit Arran because, like other Scottish islands, there is a perception that they are places of refuge away from the hustle of the mainland. Creating parking restrictions and the subsequent chaos will chip away at that special feeling that Arran has, making it less attractive as a place to stay and visit. Once that specialness is lost it cannot be recovered, and people will go elsewhere. There are national policies encouraging people to living in the more remote areas of Scotland, so the introduction of parking charges is working against that policy.

**Decreased Pedestrian Safety** – all along Brodick's sea front road there are parking bays marked. Parking takes place within those bays. It is very uncommon to have parking on that road outside of a marked bay. However, there are other areas that could be used for parking, such as the other side of the road from the bays, but it just does not happen at the moment.

The roads running back from the sea front will have a few cars parked along them, mostly residents parking outside their homes. Many of these roads don't have any pavements and are only wide enough for one line of traffic, but with the minimal number of parked cars, and the roads normally used by residents there is little traffic along the roads.

When cars are displaced from the sea front parking in to alternative free parking spaces, there will be an increase in cars being parked on both sides of the shore road, and cars parked along residential streets. This will make it harder for pedestrians to cross the main road due to reduced sight lines, and along residential streets not only will there be more traffic, pedestrians will have to walk in the road to avoid the cars.

Reduced Enforcement of Parking Across the Island – the proposal is that North Ayrshire Council will take over control of all parking issues across Arran, not just in Brodick. Around the island there are car parks and parking areas that have controls in place. Currently, the police are able to act if there is a specific parking issue. They are resident on the island, and they have additional staff employed to cover the busier summer period.

A parking attendant whilst they may be able to come over to Arran from time to time will not be available on the island and will not be able to respond to specific issues as they arise. This will lead to a decrease in enforcement of parking issues at a time when they are likely to increase due to the new parking regulations being put in place.

### Mitigation Actions

The proposal does include suggestions that are aimed to mitigate the adverse effects that will be seen from the introduction of parking charges. These include:

- Island resident parking permits
- All day charges for the 'short term' parking area (shown in green on the map)

These mitigating actions may reduce the impact of some elements of the proposal for some people. However, the majority of the adverse effects will not change, and will not prevent the significant changes to parking behaviour that will be seen.



Resident Parking Permits – it is suggested that they could be available so that residents could park for the longer term in the short-term parking. The proposal is silent on the possible cost of the permit or the cost of the longer-term parking. However, this will be a regressive tax on island living. Islanders don't have a choice when leaving the island; they have to use the ferry. If travelling as a foot passenger one can use the bus, however, they don't connect to all the ferries, are often very busy and not suitable for carrying large luggage, and for the majority of the island run every 3 hours or so, which does not allow passengers returning to the island to pop in to the Co-op on the way home. Therefore, there are a large number of islanders who park their cars, sometimes for days at a time, when visiting the mainland. Residents with cars will have no option but to purchase 'a resident parking permit if they want to be able to park within reasonable walking distance of the ferry terminal. This will hit those less able to pay most hard, such as those on low incomes and the elderly. If they cannot afford a parking permit, then those least able to walk the extra distance will be the ones having to park at the far end of the street. Hardly 'Fair for All' and would further increase the island's already high levels of access deprivation.

**Long term parking in the short-term parking areas** – if one does not have a resident parking permit, allowing people to park longer term all along the front does offer a solution that would enable everybody to park in that area. However, common sense would suggest that rather than pay say £5 for all day parking, one could walk another 100 meters and park for free in front of the shops, or in the Co-op or Arran Active's car park. This is not a viable solution as people will change behaviour if a free option is available close by.

### Conclusion

It is clear that the parking proposals are not appropriate for introduction to Brodick, and the suggested mitigating factors will not address the adverse consequences of this proposal. The proposals work against the stated aims of the Council's Parking Policy, are contrary to the Council's priorities for Arran, will reduce fairness, and not only will the benefits suggested in the report not be achieved, the traffic situation will actually get worse.

Therefore, the Audit and Scrutiny Committee should recommend to the Cabinet that it is not appropriate to charge for parking in Brodick, and that the current system of parking and parking control for Arran should be retained."

### Desired Outcome

"Parking charges should not be introduced to Brodick; and Enforcement of parking on Arran should remain under the control of the Police."

The Head of Democratic Services summarised the procedure for considering the Call In request and set out the circumstances surrounding the Cabinet decision.

Thereafter, the Members who had requested the Call In were invited to speak. Councillor McMaster addressed the Committee in support of the Call In request, advising that Arran does not have the same parking issues as the rest of North Ayrshire. Brodick has a clear separation of parking, with the majority of the long stay parking happening close to the ferry and the majority of short stay parking further along the Shore Road for people using the village facilities. Approximately 44% of Arran's population live in SIMD data zones that are in the top 15% of the most access deprived in Scotland. There is a lack of good public transport to service connections between all Arran's villages, the main town of Brodick and the ferry. Free long stay parking is necessary for Island residents when using the ferry to access mainland based services.

Councillor Billings, as a signatory to the Call In, referred to a map that had been circulated which illustrated the existing parking areas in Brodick and the proposed chargeable areas. This showed that there is an adequate supply of different types of parking, with ferry parking at one end and village parking at the other. The system works well with minimal issues of inappropriate parking.

The Chair then invited Councillor Cullinane to address the meeting on behalf of Councillor Montgomerie, as the relevant Cabinet Member.

Councillor Cullinane made reference to involvement of Members in the budget process that had included decriminalised parking enforcement and the introduction of car parking charges. Concerns had been raised by local Arran Members at the Policy Advisory Panel relating to Lamlash and had these had been accommodated. He advised that local Members would play a key role in co-designing and co-development arrangements to help address local needs such as reviewing current on street restrictions, long and short stay parking, potential vehicle displacement and island parking permit schemes.

Members then asked questions, and received clarification, on the following:-

- the findings of a business case, that DPE would not be financially viable without the support of the introduction of car parking charges; and
- that officers will work with ward members to develop local controls.

Councillor Hill, seconded by Councillor George, moved to accept the Call In on the basis that the removal of Brodick from the proposal would be cost neutral.

As an amendment, Councillor Reid, seconded by Councillor Sweeney, moved that the Call In be rejected in order to prevent any further delay to the process.

On a division, there voted for the amendment 3 and for the motion 3, and on the casting vote of the Chair, the motion was declared carried. Accordingly, the Committee agreed that the terms of the Call In be referred to the Cabinet for further consideration.

#### **4. Call In: Maximising Opportunities from Advertising on North Ayrshire Land Assets**

Submitted report by the Chief Executive on a Call In Request received in respect of the decision taken by the Cabinet at its meeting on 11 June 2019 to maximise opportunities from advertising on North Ayrshire land assets. A copy of the Cabinet report was provided at Appendix 1 to the report and a briefing paper from the services at attached at Appendix 2.

At its meeting on 11 June 2019, the Cabinet received a report by the Head of Service (Commercial Services) on the proposed pilot approach to maximising resources from the sale of advertising opportunities on Council land assets.

The Cabinet agreed (a) to approve the proposed approach to testing the market for maximising opportunities from advertising on Council land assets (roundabouts); (b) to delegate authority to the Head of Service (Commercial) to progress with the pilot as outlined; and (c) note the advertising principles detailed within the report to protect the Council's interests and reputation.

Subsequently, a Call In request was received from Councillors Brahim, Gurney and Larsen in the following terms:-

##### Reason for Call In

"Information provided does not satisfy concerns regarding traffic safety, landscape impact, potential future expansion of advertising into other public assets such as schools, justification of use of resources and staff for such relatively small and long-term potential income gain at this particular point in time."

##### Desired Outcome

"That the decision is called in and referred to Full Council for a decision."

The Head of Democratic Services summarised the procedure for considering the Call In request and set out the circumstances surrounding the Cabinet decision

Thereafter, the Members who had requested the Call In were invited to speak. Councillor Gurney addressed the Committee in support of the Call In request. He clarified that if Audit and Scrutiny and Cabinet agreed to the call-in, there was no need to refer to Council for a decision. It was his view that that advertising on roundabouts would be detrimental to road safety. He referred to a previous decision where a local farmer was instructed to remove advertising from his land on the grounds that the advert would be distracting to drivers. He advised that any revenue generated would be impacted by the costs of procuring a third party supplier with advertising skills and experience and officers' time in ensuring all necessary permissions were obtained.

The Chair then invited Councillor Cullinane to address the meeting on behalf of Councillor Montgomerie as the relevant Cabinet Member. Councillor Cullinane made reference to the involvement of Members in the budget process that had included the generation of a potential income of £20,000 through advertising. The proposal was considered at the Policy Advisory Panel, where Members' views were sought, and concerns relating to road safety were discussed. It was confirmed at Cabinet that there was no evidence to suggest any increase in road safety incidents associated with advertising on roundabouts by other Councils who run similar schemes and to progress the pilot to test the market for maximising opportunities from advertising on Council land assets (roundabouts).

Members then asked questions, and received clarification, on the following:-

- the Council's policy on fly posting and its previous decision to ban political posters;
- short term promotion of community events that can be arranged via Streetscene;
- statutory consultation that will require to take place in terms of road safety; and
- the Policy Advisory Panel that allows Members to debate policies.

Councillor Hill, seconded by Councillor Burns, moved to accept the Call In on the basis of road safety and limited financial return.

As an amendment, Councillor Reid, seconded by Councillor Sweeney, moved that the Call In be rejected in order to prevent any further delay to the process.

On a division, there voted for the amendment 4 and for the motion 2, and the amendment was declared carried.

The meeting ended at 3.35 p.m.

### NORTH AYRSHIRE COUNCIL

Cabinet Meeting 27 August 2019

#### **Decriminalised Parking Enforcement and the Introduction of Car Parking Charge**

Supplementary information following Audit & Scrutiny Committee decision to uphold the Call In that

1. Parking charges should not be introduced to Brodick.
2. Enforcement of parking on Arran should remain under the control of the police.

#### Car Parking Charges:

In the interest of consistency, fairness and equity it is recommended that car parking charges be introduced in Brodick in line with the original proposal to introduce car parking charges at appropriate locations across North Ayrshire. It is acknowledged that there is no “one size fits all” approach which will meet the needs of all local communities, therefore refining of arrangements through engagement with local Elected Members is proposed as part of the implementation plan. The specifics and local circumstances within Brodick would then be fully discussed with local Elected Members to refine in line with local needs and circumstances. On implementation, there will be an opportunity to further refine any car parking charging locally going forward at specific locations as and when any need arises.

Introduction of parking charges in Brodick, whilst clearly contributing to the overall financial position, is also a key strand to facilitate the management of traffic and driver/parking behaviour with a view to achieving greater turnover in parking spaces available for visitors. At the same time, the local community impact requires to be considered, and the proposal to fully engage with local Elected Members, as outlined in the original Cabinet report is designed to achieve this. There has been a significant increase in vehicular traffic visiting the island as a result of reduced ferry charges associated with the Road Equivalent Tariff (RET). This requires to be taken into consideration, when reviewing local circumstances in Brodick.

The financial contribution by introducing car parking charges across North Ayrshire is estimated to generate a net income of £350k. It is estimated that approximately £10k net will be generated in Brodick. However, the introduction of car parking charges at appropriate locations across North Ayrshire is not only designed to generate an income, but to provide a tool to help achieve the management of traffic and to contribute as a means to control driver/parking behaviour.

#### DPE:

Officers are of the view that DPE should be introduced across the full Council area, including the Isle of Arran, to ensure a consistent approach is applied to parking enforcement. It is strategically important to ensure fairness and consistency in our approach to the enforcement of parking controls across the whole of North Ayrshire. The Council can choose where to target enforcement in specific areas to address problems should they arise.

Transport Scotland have been contacted to seek confirmation that Decriminalised Parking Enforcement can be introduced in part of the Council area. Contact has also been made with

Police Scotland to seek their views on only introducing DPE on mainland North Ayrshire and excluding the Isle of Arran.

Transport Scotland have confirmed that the Council can, if they choose, apply for DPE for the mainland area only and exclude Arran. However, should we wish to introduce DPE on Arran in the future then the Council would require making a further application for this.

It is entirely possible that the continued trend in vehicular traffic visiting Arran will steadily increase, and place further demands on available parking. If DPE was not introduced on Arran, the Council would not be able to control any existing or new issues with parking behaviour. This would create an inconsistency with the remaining parts of North Ayrshire.

Transport Scotland have also advised that no other authority has applied for DPE in part of their area, all other authorities have applied for DPE across their full area, however some have focused their enforcement activities on a select number of locations across the area.

Police Scotland have confirmed that they would welcome the transfer of parking enforcement powers to the Council. They have advised that police enforcement on Arran is minimal but that parking problems do occur, especially in Brodick and Lamlash. Police Scotland further consider, as do our Officers, that an all-encompassing Local Authority DPE regime should be implemented to ensure a consistent approach to parking enforcement is applied across the full Council area.

**David Hammond**  
**Interim Head of Commercial Services**  
**North Ayrshire Council**

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## NORTH AYRSHIRE COUNCIL

27 August 2019

### Cabinet

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**Title:** Expansion of Webcasting

**Purpose:** To propose the expansion of the Council's webcasting arrangements to include meetings of the Cabinet.

**Recommendation:** The Cabinet is asked to approve the introduction of webcasting of meetings of the Cabinet.

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#### 1. Executive Summary

- 1.1 All meetings of the full Council have been webcast since December 2017 and Integration Joint Board meetings will also be accessible to the public via webcast in the near future.
- 1.2 It is proposed that webcasting be extended to include meetings of the Cabinet.

#### 2. Background

- 2.1 At its meeting on 14 September 2016, the Council approved a motion to begin webcasting its meetings. Following acquisition of the necessary equipment, completion of staff training and establishment of a Webcasting Protocol, the first Council webcast took place on 20 December 2017. Budget provision has been made in subsequent financial years to maintain a webcasting contract.
- 2.2 The current contract with Public-i contract includes a 30-hour per year package of webcasts, which are available to view 'live' or indefinitely thereafter on archive, with an option to purchase further webcast time at an hourly/'bundle' rate as required.
- 2.3 A total of 14 Council meetings have been webcast to date, with a viewing peak for a single meeting of 175 'live' viewers and 434 archive viewers. Viewers are able to click to view a single webcast or can elect to subscribe for alerts on an ongoing basis.
- 2.4 There is capacity in the current contract to expand webcasting to a committee. As Cabinet is the main decision-making committee of the Council, it is logical that the next committee to be webcast is Cabinet.
- 2.5 At its meeting held on 20 June 2019, the Integration Joint Board agreed to commence webcasting its meetings. Staff from the Health and Social Care Partnership have since received the necessary training to operate the webcasting equipment and webcasts are due to commence in August 2019.

### **3. Proposals**

- 3.1 The Cabinet is asked to approve the introduction of webcasting of meetings of the Cabinet.

### **4. Implications/Socio-economic Duty**

#### **Financial**

- 4.1 Any webcasting hours in excess of the 30 hours per year included in the current contract will incur an additional fee of £30 per hour, to be met from existing budgets. The Integration Joint Board will meet the extra costs relating to webcasting of their meetings.

#### **Human Resources**

- 4.2 Existing staff resources will be used to extend webcasting to Cabinet meetings, with one further Committee Services Officer attending meetings of the Cabinet to operate the webcasting equipment in addition to the team member clerking the meeting.
- 4.3 Due to the limited size of the Committee Services team, it will not be possible to apply the same level of resource to webcasting meetings of the Cabinet as for full Council meetings. Whilst no specific issues are anticipated, this may result in an interruption to the Cabinet webcast in the event of a significant technical issue arising.

#### **Legal**

- 4.3 None arising from the recommendations of the report.

#### **Equality/Socio-economic**

- 4.4 Webcasting arguably serves to make the Council's democratic processes more accessible and allows far more members of the public to view meetings than could be accommodated within the Council Chambers alone.

#### **Environmental and Sustainability**

- 4.5 None arising from the recommendations of the report.

#### **Key Priorities**

- 4.6 Webcasting supports the Council Plan priority outcome "An accessible Council that puts residents and communities at the heart of what we do" by using technology to make the Council's work more accessible.

#### **Community Wealth Building**

- 4.7 None arising from the recommendations of the report.



## **5. Consultation**

- 5.1 Consultation has taken place with Group Leaders and Independent Members, all of whom have expressed their support for, or indicated they have no objection to, the proposed expansion of webcasting to meetings of the Cabinet.

Craig Hatton  
Chief Executive

For further information please contact Melanie Anderson, Committee and Member Services Manager, on tel number 01294 324131.

### **Background Papers**

Correspondence with Group Leaders and Independent Members.

## NORTH AYRSHIRE COUNCIL

27 August 2019

### Cabinet

<b>Title:</b>	<b>Street Naming and Numbering Guidance</b>
<b>Purpose:</b>	To seek approval of guidance for the naming and numbering of streets and properties
<b>Recommendation:</b>	It is recommended that Cabinet agree the street naming and numbering guidance attached as appendix 1 to this report.

### 1. Executive Summary

- 1.1 The Council operates a street naming and numbering service to support appropriate naming and numbering of new streets and properties.
- 1.2 This report seeks the approval of procedural and policy guidance for street naming and numbering to formalise existing arrangements.

### 2. Background

- 2.1 The Council is responsible for the process for street naming and numbering. The Council's established practice is to refer requests for the naming of new streets to the relevant locality planning partnership (i.e. the locality in which the new street is located), with recommendations on suggested potential street names, including those proposed by the developer, members of the public and appropriate names for the location, researched by officers.
- 2.2 The proposed policy includes procedural guidance to provide information on how the process operates in practice. Additionally, the draft guidance sets out what constitutes an appropriate name. This seeks to avoid confusion for services and amenities by avoiding duplication of names and avoiding names that are similar to other names in the area. The guidance encourages names that are appropriate to the local context, such as those related to the geography of the area or historically significant persons; while discouraging use of names of living persons. Generic marketing names will normally not be supported unless they otherwise meet the terms of guidance. The draft guidance has been modified to set out procedure for managing street names proposed by the Locality Planning Partnership.
- 2.3 Subject to the agreement of the draft guidance, this report will be issued to locality planning partnerships and published on the Council and community planning website.

### **3. Proposals**

- 3.1 It is recommended that Cabinet approves the street naming and numbering guidance attached as appendix 1 to this report.

### **4. Implications/Socio-economic Duty**

#### **Financial**

- 4.1 None.

#### **Human Resources**

- 4.2 None.

#### **Legal**

- 4.3 The Council is responsible for allocating street names and numbers in accordance with the Civic Government (Scotland) Act 1982.

#### **Equality/Socio-economic**

- 4.4 None.

#### **Environmental and Sustainability**

- 4.5 None.

#### **Key Priorities**

- 4.6 The proposals meet the terms of the Council Plan outcomes for inspiring place, including homes that meet the needs of our residents and North Ayrshire is a vibrant, welcoming and attractive environment.

#### **Community Wealth Building**

- 4.7 The policy will ensure street naming is processed in a democratic way, led by locality planning partnerships and in a way that assists services and amenities to serve new residential streets.

## **5. Consultation**

- 5.1 As this report seeks the formalisation of current operational practice for street naming and numbering, no formal consultation has taken place. The draft guidance was discussed at the Community Planning Working Group, and feedback has been incorporated into Appendix 1.

RUSSELL McCUTCHEON  
Executive Director (Place)

For further information please contact **Neale Mcilvanney, Strategic Planning Manager**, on **01294 324686**.

### **Background Papers**

Appendix 1 – Street Naming and Numbering Guidance

# North Ayrshire Council Street Naming and Numbering Guidance



## Introduction

All local authorities have a statutory duty to name streets and number properties within their council boundary under the **Civic Government (Scotland) Act 1982**. All postal addresses must meet the standard of BS7666. The BS7666 is a nationally agreed standard that states an agreed format for holding details on every property and street.

The Council's Street Naming and Numbering (SNN) section, which comes under the Planning Service at North Ayrshire are responsible for processing SNN enquiries. The purpose of the duty is to promote effective location information for service providers such as:

- the Royal Mail;
- the Emergency Services;
- infrastructure services such as electric, gas and telecommunications providers;
- visitors to the area; and
- any other courier, delivery company or service provider.

We will:

- manage the process of selecting suitable street names and numbering layouts for new developments;
- renumber properties and rename streets where problems are identified;
- liaise with local communities and the Royal Mail; and
- inform a number of organisations about new addresses, or changes to existing ones.

## Royal Mail Responsibilities

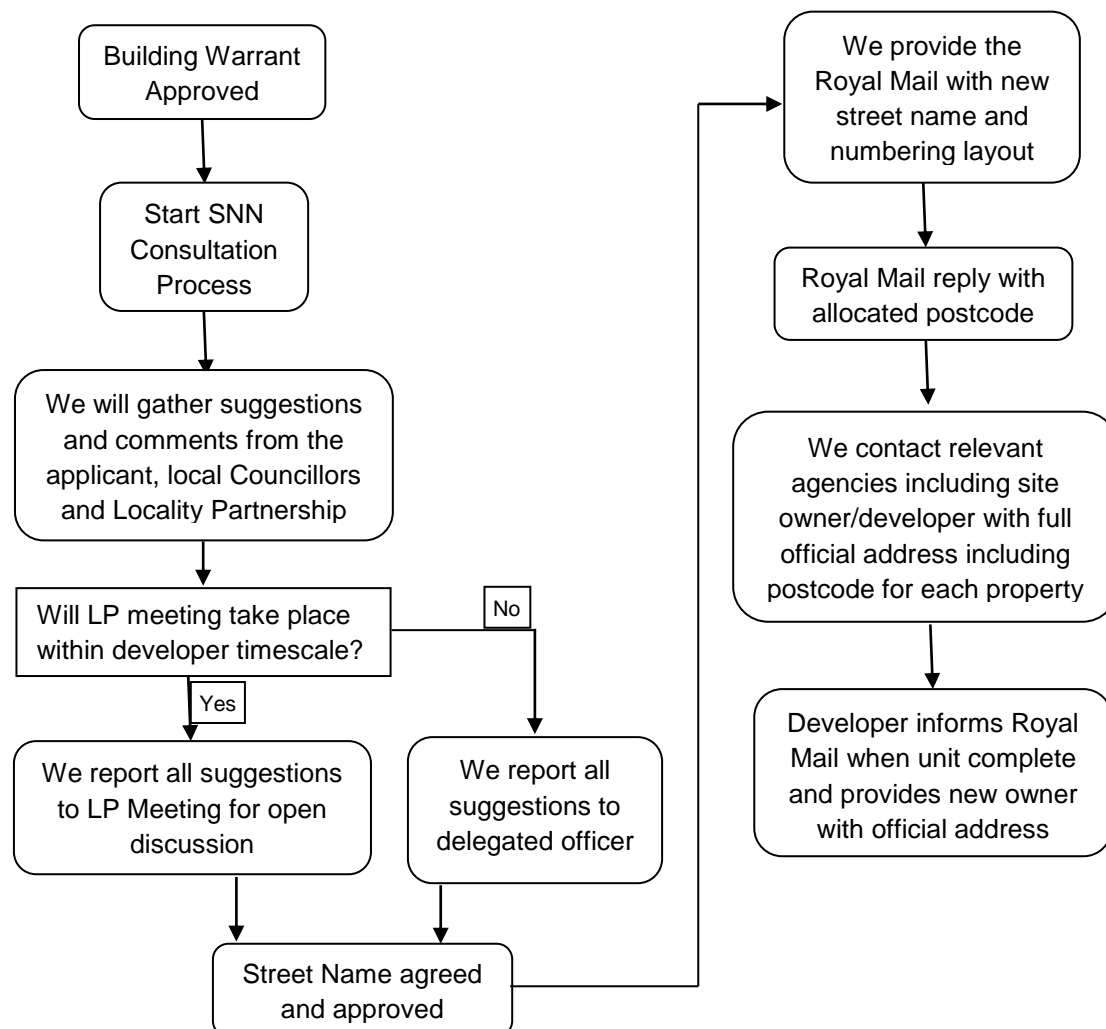
While we allocate street names and numbers, the Royal Mail manages and issues all **postcodes** and **post towns** throughout the UK. We work closely with the Royal Mail to ensure that all addresses are registered, and any issues resolved, efficiently and effectively. We will include the postcode on the official address data when informing developers, owners and all other agencies (list of agencies on page 5) of new addresses whenever possible.

If you have a problem with your postcode or post town please contact the Royal Mail first. The Royal Mail increasingly only take address correction changes from local authorities, so we will help with this when necessary.

## Street Naming and Numbering Process

### Large Developments

We regard these as anything that will require one or more new street name. You should contact us (**Street Naming and Numbering** - [snn@north-ayrshire.gov.uk](mailto:snn@north-ayrshire.gov.uk)), as early in the development process as possible. It can take between 8 and 12 weeks to receive full postal addresses as per the flow diagram below. The Council can not be responsible for late submissions which may result in the failure of an occupation of a new dwelling house.



## Selection of Street Names

Locality Partnership meetings decide the street names. Local area councillors, officials from various public organisations and representatives of local community groups make up Locality Partnerships (LP). LP members may consult with the groups they represent or other interested parties, such as schools, for suggestions, at their own discretion. We can assist with this when requested and when development timescales permit.

We will check all suggestions for suitability. In general, we try to avoid using a street name more than once across North Ayrshire. We also try to group similar sounding names (such as Gilmour Gardens/Gilmour Wynd) to the same general area, preferably where the streets connect to each other.

We will look favourably on street names that have a connection with the local area, wider area or North Ayrshire as a whole. Streets can be named after local prominent figures, historically important events or features relating to the development area.

Street name endings should be fitting to the layout of the development, for example, 'Grove/Avenue' should contain trees in the surrounding area, 'Walk' should have a pedestrianised area and so on.

### **General Guidelines**

The Council will expect street names to be in line with the following guidelines:

1. It is desirable that street names should have some historical or other meaningful connection with the area.
2. New street names should try to avoid duplicating any similar name already in use in a town, village or postcode area.
3. New street names should be distinctive. The practice of using the same name for more than one street, differentiated by suffixes such as 'street', 'road' or 'lane' etc. will not be accepted, unless as part of connecting streets within the same development, as this can lead to difficulties for the emergency and other services in locating a street within a group of like names.
4. The Council will not adopt any unofficial 'marketing' names used by developers in the sale of properties unless deemed suitable and having followed the procedure set out in this guidance.
5. The use of a name relating to persons either living or alive during living memory should be avoided if possible. Only exceptional circumstances will be given genuine consideration, and these will require justification.

In practice, the senior officer for the relevant Locality Planning Partnership will exercise delegated powers to approve the name selected for new streets, where officers have confirmed it complies with the policy.

In instances where it is clear the proposed name contravenes the terms of this guidance, it will not be approved under delegated powers and will require to be referred to Cabinet for determination.

Where officers have not confirmed the preferred name complies with this guidance prior to the Locality Planning Partnership meeting, but the preferred name appears to be compliant with the terms of this guidance, the senior locality officer will exercise delegated powers to approve the Locality Planning Partnership's choice, upon confirmation that the name complies with this guidance.

The Locality Planning Partnership should be mindful that names that contravene the terms of the guidance or have not been researched prior to the meeting will likely result in delays to the process, which could, in turn, affect the occupation of new houses and



ensuring appropriate services are in place for those houses. In instances where a name is being suggested that has not previously been checked for compliance, the Locality Planning Partnership should select a name that has been confirmed as compliant with the guidance as a second preference. This will minimise any delay, should there be any concerns about compliance when checking the preferred name (e.g. where it duplicates other street names) and provide a back-up name should it be required.

Each of the Locality Planning Partnerships will be encouraged to develop and maintain a bank of names that will be checked for compliance to support the process.

### **Numbering Layout**

In general, we number developments starting from the street entrance closest to the town centre giving odd numbers to properties on the left and evens on the right. Due to ever-evolving street layout designs, numbering developments has become less straightforward.

For unusual layouts, we will send a draft to the developer for comments.

- Then we will send a proposed final plan to LP members inviting them to suggest street names and provide any comments on the layout.
- Then we will attach a final copy of the plan along with a list of suggestions and comments to the LP report.
- Then the LP members will discuss the suggestions and layout at the meeting before making a decision. If timescales do not permit this, we will take the suggestions and comments to the delegated officer for a decision.

We will not take notice of superstition when naming and numbering streets, meaning that, for example, the number 13 will be included when numbering developments.

### **Renaming or renumbering a street**

We will always seek to resolve issues without resorting to renumbering or renaming developments. We have a lot of work to do when renaming or renumbering a street and the affects can be wide reaching and long lasting. We have to follow a consultation process with property owner/occupiers and local Councillors. We are also required to place adverts in the local press to notify the public.

### **Street Nameplates**

Developers must erect street nameplates for new developments using our specification (available on our website).

For missing or damaged nameplates please contact Roads Services, contact details are available on page 7.

### **Small Developments**

We regard these as anything that will need a postal address, but will not require a new street name. We will always try to allocate a number to a new property, but in unusual cases, we would register a property name that we can agree on, following the guide below.

### **Property Names (Private or Commercial)**

When you choose a new property name, it is important that it is unique to the area. We will avoid any similar sounding names, as this can cause confusion to service providers or visitors to an area. You should contact us as early in the development process as possible, particularly if you have a specific name in mind. You should also try to have a few ideas in mind to avoid disappointment.

### **Renaming a property**

When requests to rename a property arise, we will first try to allocate a number. Where this is not possible, we will follow the process for allocating a new property name.

Where your property has a number, you can give it a name without going through the official process. We would advise you to display both the name and the number clearly on the property and use it in all correspondence.

### **List of agencies informed about address changes**

The Royal Mail, Ordnance Survey, Ayrshire Valuation Joint Board, Education Services (NAC), British Telecom, Roads(NAC), Scottish Power Energy Networks, Scottish Fire & Rescue, Scottish Ambulance Service, Property Gazetteer (NAC), Scottish Hydro Electric, Police Scotland, Registers of Scotland.

If your organisation would benefit from receiving these updates, please contact the Council's Street Naming and Numbering Team to discuss.

### **Useful Contacts**

Royal Mail Customer Experience

Freepost

PO Box 740

PLYMOUTH

PL9 7YB

Business Enquiries

08457 950 950

Personal Enquiries

08456 000 606

Assessor & Electoral Registration Officer

Ayrshire Valuation Joint Board

9 Wellington Square

AYR, KA7 1HL  
(01292) 612221

Street Naming & Numbering  
Economic Development & Regeneration  
Cunninghame House  
Irvine, KA12 8EE  
snn@north-ayrshire.gov.uk

Street Nameplates  
Roads Services  
Commercial Services  
Cunninghame House,  
Irvine, KA12 8EE

North Ayrshire Council's Property Gazetteer,  
Uniform Administration,  
Building Standards,  
Economic Development & Regeneration,  
Cunninghame House,  
Irvine, KA12 8EE

## **NORTH AYRSHIRE COUNCIL**

**27 August 2019**

### **Cabinet**

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**Title:** **Syrian Resettlement Programme**

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**Purpose:** To advise the Cabinet of progress made since the Council's humanitarian commitment to participate in the Syrian Resettlement Programme in 2015 and to seek approval to further extend this commitment.

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**Recommendation:** Cabinet is asked to:

- (i) Note the progress made on the Syrian Resettlement Programme to date;
- (ii) Agree to further extend the Council's initial commitment and provide safe haven to a further 40 refugees with a deadline of March 2020. This will increase our overall commitment to a final total of 200 refugees.

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### **1. Executive Summary**

- 1.1 In September 2015 the Council responded to an urgent request from the UK Government and COSLA's Strategic Migration Partnership to assist those refugees displaced from Syria. As a result, the Council made a humanitarian commitment to initially resettle 100 refugees in line with the UK Government target timescales of March 2020.
- 1.2 North Ayrshire Council fully participated in the Syrian Resettlement Programme and in February 2018, due to meeting its initial target numbers earlier than expected, increased its pledge by a further 60 refugees, increasing the overall total to 160 refugees.
- 1.3 The Council is again well in advance of meeting this revised target and will complete the resettlement of 160 refugees by September 2019.
- 1.4 The humanitarian crisis continues in Syria with millions of people displaced as a result. Cabinet approval is sought for the Council to continue the humanitarian commitment already made and provide a safe haven to a further 40 refugees leading up to the conclusion of the current programme in March 2020. This will increase our overall commitment to a final total of 200 refugees resettled within North Ayrshire.

- 1.5 This commitment should build on the successful approach adopted by all partner agencies involved and the Council should continue to carefully manage the process to balance the needs of local communities with that of vulnerable refugees.

## **2. Background**

- 2.1 In September 2015 the Council responded to an urgent request from the UK Government and COSLA's Strategic Migration Partnership to assist those refugees displaced from Syria. As a result, the Council made a humanitarian commitment to resettle up to 100 refugees over the next four years.
- 2.2 The Council has an established Syrian Refugee Task Force, which is chaired by the Head of Physical Environment. This provides strategic direction and ensures delivery of operational support across all services that are engaging with and supporting Syrian families.
- 2.3 This group continues to meet on a regular basis and includes representatives from across the Community Planning Partnership. Housing takes the lead role in the coordination of services to refugees and other members of the Task Force include Education & Youth Employment; Health and Social Care Partnership; Community Development; Employment & Skills; NHS; Police Scotland; Scottish Fire & Rescue; DWP; Ayrshire College and the third sector. This approach and support from services has been crucial in building capacity within each service. It ensures that communication is consistent, resources are targeted, and learning is shared to enhance front line service delivery.
- 2.4 The refugee support team within Housing continues to manage the service provided to refugees. The team delivers support services, manages the resettlement and integration process and resolves any issues as they arise. A bi-lingual liaison officer, teachers, class room assistants and coordinator within Education assist refugee children at school. The Health & Social Care Partnership have a Syrian Refugee Coordinator to co-ordinate services delivered by the partnership to refugee families.
- 2.5 Our first families arrived on 17 November 2015 and others have continued to arrive on a regular basis since that time. To assist resettlement our approach has been to welcome two families at a time and where possible to resettle linked families. We have also prioritised the accommodation of families who already have relatives in North Ayrshire or the surrounding areas.
- 2.6 To date we have accommodated 31 Syrian families, a total of 150 refugees - 56 Adults and 94 children. Families have settled well and have been warmly welcomed into North Ayrshire's communities.
- 2.7 All children of school age are engaged in education and adults receive language tuition; English for speakers of other languages (ESOL) is provided by the Council. The Council works in partnership with Ayrshire College and has introduced a pan-Ayrshire approach to ESOL provision, with a consistent approach to service delivery across Ayrshire.
- 2.8 The Council's Employability and Skills service will continue to support the Syrian 'new Scots' develop their language and vocational skills to support them to move into further education, training and or employment. The focus since the resettlement programme began has been on improving their language skills, identifying suitable work experience

placements, introducing them to local employers and working with Ayrshire College and other training providers to help them achieve vocational qualifications. Although this is a long term process there have been some individual successes and to date we have 19 positive outcomes, including: 7 moving into employment, including a Modern Apprentice within North Ayrshire Council, 14 have progressed to college and are completing various qualifications ranging from motor vehicle mechanics, computing, joinery, hospitality and care. In addition to this work experience opportunities have been created with North Ayrshire Council, the private and voluntary sectors; a number have passed their driving licences including HGV license, and; others are volunteering with various organisations across North Ayrshire.

- 2.9 The ongoing focus is to improve language skills to enhance personal and social development, aid integration and improve employment prospects of those of working age. Our aims also align with the vision of the national 'New Scots Refugee Integration Strategy' of a welcoming Scotland where refugees are able to rebuild their lives from the day they arrive.
- 2.10 The project continues to be funded entirely from Home Office grant funding to minimise the potential for any additional financial burden on the Council at a time of financial austerity. We have successfully and carefully managed the expectations and needs of the local communities with that of the needs of the vulnerable families resettled.

### **3. Proposals**

- 3.1 Due to the duration and scale of the crisis in Syria the Home Office continues to seek the support of local authorities in the UK. In Scotland, local authorities are supported by COSLA's Strategic Migration Partnership at both a strategic and operational level to deliver on the commitments made. The Scottish Government supports the efforts made by local authorities and COSLA to offer a place of safety to those fleeing war and persecution.
- 3.2 The successful approach adopted by the Council to integration has been recognised nationally by both COSLA and the Home Office. We should continue to build on this approach and extend our humanitarian commitment to provide a safe haven for vulnerable refugees, many who have experienced significant trauma.
- 3.3 The Council's current commitment to resettle up to 160 refugees in the period up to 2020 will be achieved 6 months earlier than anticipated. Our staff working with refugees have built capacity and skills to continue to support refugee families and to deliver the Council's commitment. It is proposed that we build on this success and continue to support the humanitarian effort within the time frame already agreed and welcome a further 40 refugees (approx. 8 families) leading up to the March 2020 deadline.
- 3.4 This will continue to be funded entirely by Home Office grant and will be managed in a way that continues to carefully balance the needs of local communities with that of the needs of vulnerable refugees.

#### **4. Implications/Socio-economic Duty**

##### **Financial**

- 4.1 There are no financial implications arising from this report as all costs are met through Home Office grant funding.

##### **Human Resources**

- 4.2 If approved, this extension of the Council's humanitarian commitment will extend temporary contracts of those staff involved specifically to work with refugees.

##### **Legal**

- 4.3 None

##### **Equality/Socio-economic**

- 4.4 If approved this report will have a positive impact on the refugees given a safe haven in North Ayrshire and on the ethnic minority group of refugees already resettled.

##### **Environmental and Sustainability**

- 4.5 None

##### **Key Priorities**

- 4.6 Resettling refugees will contribute to achieving the Council's Aspiring Communities priority to achieve active and strong communities and that children and young people experience the best start in life.

##### **Community Wealth Building**

- 4.7 None

#### **5. Consultation**

- 5.1 Consultation has taken place with Syrian Refugee Task Force member representatives who have confirmed their support for the proposal.

RUSSELL McCUTCHEON  
Executive Director (Place)

For further information please contact Robert McGilvery, Senior Manager - Housing Operations (Temporary) on 01294 310175

#### **Background Papers**

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## NORTH AYRSHIRE COUNCIL

27 August 2019

### Cabinet

<b>Title:</b>	<b>Proposals for Community Investment Fund (CIF) Expenditure</b>
<b>Purpose:</b>	To determine applications by the North Coast and Cumbraes Locality Partnership to allocate CIF funding to proposed projects.
<b>Recommendation:</b>	<p>That Cabinet:</p> <ul style="list-style-type: none"> <li>a) Considers whether to agree the attached applications from the North Coast and Cumbraes Locality Partnership which comply with CIF criteria and are recommended by the Partnership: <ul style="list-style-type: none"> <li>i. £100,000 for Millport Town Hall; and</li> <li>ii. £14,892.40 for Sing your Song;</li> </ul> </li> <li>b) Provides guidance on the request from the North Coast and Cumbraes Locality Partnership regarding proposing a CIF award to Millport Town Hall of £200,000, which exceeds the CIF criteria; and</li> <li>c) Notes future reports on the progress of the initiatives.</li> </ul>

### 1. Executive Summary

- 1.1 Within its budget for 2017-18, North Ayrshire Council provided a funding allocation for the creation of an innovative fund to enable communities to address the priorities they have identified through Locality Planning Partnerships and within the context of North Ayrshire Community Planning Partnership's Fair for All strategy.
- 1.2 Locality Partnerships have subsequently continued to work on their local action plans and are refining proposals for expenditure in line with their locally identified needs. This is a challenging process, and it is a testament to the dedication of the Locality Partnerships and their community partners that proposals are now emerging to provide creative approaches to addressing local challenges.
- 1.3 This report brings forward proposals which respond to the specific needs of the local community and which have been developed based on local circumstances and opportunities.
- 1.4 These proposals have been approved to be submitted to Cabinet through a process of collaboration and consensus by the North Coast and Cumbraes Locality Partnership.



## 2. Background

- 2.1 Within its budget for 2017-18, North Ayrshire Council provided an allocation for the creation of an innovative fund to enable communities to address the priorities they have identified through Locality Planning Partnerships and within the context of North Ayrshire Community Planning Partnership's Fair for All Strategy, to be distributed among Localities as follows:

Locality	Population	Value
Irvine	29%	£754,000
Kilwinning	11%	£286,000
3 Towns	23%	£598,000
Garnock Valley	15%	£390,000
North Coast	18%	£468,000
Arran	4%	£104,000

- 2.2 It was agreed that the CIF will support proposals and projects that connect with:

- The North Ayrshire Fair for All Strategy;
- The Community Planning Partnership and Locality priorities; and
- North Ayrshire Council's values, priorities and business objectives.
- Fulfil a compelling need and do not duplicate existing services or facilities;
- Provide long-term, sustainable, positive results for the greatest number of people possible;
- Exhibit project and/or organisational innovation in their approaches to their work in their way of addressing community challenges and in their request to Locality Partnerships and the Council;
- Come from (an) organisation(s) that is financially viable (can provide financial statements upon request) and efficiently and effectively managed. This can include an organisation to be created to deliver the project;
- Include options or potential for NAC and CPP employee engagement and volunteering where possible; and
- Include measurable outcomes and can report to NAC on outcomes on a regular basis.

- 2.3 The proposal development and application process has been agreed as follows:

- Locality Partnerships should continue to engage with their communities and stimulate interest in the CIF. Each Locality Partnership will then strategically assess the applications, make links and look at the funding 'in the round.'
- If the partnership supports a bid then the group will be encouraged to submit a full application form, which they will decide upon before making a proposal to Cabinet for final approval.
- The finalised proposal will go to the next suitable Cabinet for final approval.

- 2.4 The enclosed applications have been developed by community partners and the North Ayrshire Council officers and are now recommended for approval by Cabinet. The proposals are as follows:

**2.4.1 The North Coast and Cumbraes Locality Partnership: Millport Town Hall**

North Coast and Cumbraes Locality Partnership CIF allocation	£468,000
Cycling Without Age- Fairlie	£22,800
Clearer Minds	£30,200
Balance	£415,000

This proposal involves the conversion and refurbishment of Millport Town Hall, a disused venue owned by the Common Good, to form flexible community space to fulfil a unique community need. The aim of the project, led by Millport Town Hall, a Scottish Charitable Incorporated Organisation (SCIO), is to promote community regeneration and civic pride within local communities through the regeneration of a landmark, heritage building, developing local community-based facilities that meet community needs for a sizeable, indoor venue and contributing to the community's health and wellbeing. It will provide enhanced economic and social benefits across all demographics. This will deliver against all three of the Locality Partnership's priorities. Friends of Millport Town Hall, who initiated the regeneration project, have established themselves quickly within the existing network of community provision, formed a SCIO and allied Trading Subsidiary, secured funding for the feasibility study from the Architectural Heritage Fund, the Scottish Land Fund, Millport Common Good Fund and by community fundraising and are in advanced discussions with major funding partners. This commitment will provide leverage towards the funding package, likely to exceed £3m, to meet the needs of the project, with invited Stage Two applications to the Architectural Heritage Fund (discussions are continuing) and the Scotland Land Fund (application now submitted). An application to Scottish Government's Regeneration Capital Grant Fund, to seek funding of £500,000, was approved by Cabinet in June 2019.

The funding requested in the application exceeds the £100,000 award maximum set out in the guidance. The Locality Partnership seeks approval for an award of £100,000 in this report and seeks advice on its proposal to agree to increasing the proposed CIF award to Millport Town Hall to £200,000 in order to present a more attractive proposition to the major funders. The CIF funding would only be released on condition that the complete funding package is achieved.

#### **2.4.2 The North Coast and Cumbraes Locality Partnership: Sing your Song, West Kilbride Community Initiative Limited (WKCIL)**

WKCIL's Sing your Song application requests funding for a two-year community wellbeing project to foster community cohesion, combat stress, anxiety and social isolation through a programme of musical therapy. The group proposes to work with an experienced music therapist to form two choirs in the village, one for young people and another with a wider, adult membership. The benefits of singing and being part of a group are well documented, however more recently research provides greater understanding of the impact on mood, sense of inclusion, dementia and lung conditions such as COPD. The funding will support the organisation of 60 sessions over a two-year period, with a successful evaluation at the end of year one as the criteria for the release of further funding for year two. This will allow a network to be established, impact to be assessed and a sustainable self-funding programme to be developed. The funding request is £14,892.40 over two years.

### **3. Proposals**

It is proposed that Cabinet:

- 3.1 Considers whether to agree the attached applications from the Locality Partnerships which comply with CIF criteria and are recommended by the relevant Partnership:
  - 3.2.1 £100,000 for Millport Town Hall; and
  - 3.2.2 £14,892.40 for Sing your Song.
- 3.2 Provides guidance on the request from the North Coast and Cumbraes Locality Partnership regarding proposing a CIF award to Millport Town Hall of £200,000, which exceeds the CIF criteria;
- 3.3 Notes future reports on the progress of the initiatives.

### **4. Implications/Socio-economic Duty**

#### **Financial**

- 4.1 The CIF funding has been allocated proportionately across Localities. The attached applications are the next to be drawn down from the existing funds (see 2.1 above). North Ayrshire Council Finance officers will monitor the draw down and spend of the funds. The guidance in relation to CIF awards includes a recommended ceiling of £100,000 per project. The North Coast and Cumbraes Locality Partnership seeks advice on proposing an award to the Friends of Millport Town Hall of £200,000 as detailed in the report. The CIF funding would only be released on condition that the complete funding package is achieved.

#### **Human Resources**

- 4.2 None

## **Legal**

4.3 None

## **Equality/Socio-economic**

4.4 The purpose of Locality Planning is to reduce inequalities, increase community cohesion and advance community empowerment. Each of the CIF proposals is tested against that purpose before being presented to Cabinet.

## **Environmental and Sustainability**

4.5 None

## **Key Priorities**

4.6 The proposals contained within the report support the North Ayrshire Council Plan priorities:

- Active and strong communities
- Inclusive, growing and enterprising local economy
- People enjoy good life-long health and well-being.

## **Community Wealth Building**

4.7 The Millport Town Hall application supports 4 of the 5 pillars of community wealth building - advancing community enterprises, advancing local ownership of underused land and buildings, supporting local business activities and increasing the variety of ownership models.

The proposal from WKCIL supports advancing community enterprise.

## **5. Consultation**

5.1 The proposals contained within this report have been developed and approved by the Locality Partnership, through consultation with local people, including young people.

Audrey Sutton  
Interim Executive Director (Communities)

For further information please contact **Rhona Arthur, Interim Head of Service (Connected Communities)**, on **(01294) 324415**.

## **Background Papers**

Appendix 1: CIF Application – Millport Town Hall

Appendix 2: CIF Application – WKCIL





## Appendix 1 - Community Investment Fund: Proposal to Cabinet

<b>Organisation name</b>	Millport Town Hall – SCIO 49279		
<b>Brief details of organisation</b>	<b><u>Mission Statement</u></b>  To preserve a building of heritage significance and to create a community facility for the future which is sustainable and run by the community, for the community. To create a space capable of accommodating a variety of uses which is vibrant, facilitates community and social cohesion and spirit and enhances not only the economy of the Isle of Cumbrae but also enriches the lives of its residents and visitors.  SCIO status has been granted and an associated trading arm set up to minimise risk and maximise tax efficiency.		
<b>Locality</b>	North Coast and Cumbraes		
<b>Amount requested</b>	<b>£200,000</b>  The amount requested exceeds the maximum under the guidance, so the Locality Partnership are seeking approval for £100,000 and Cabinet’s advice regarding increasing the CIF award to Millport Town Hall to £200,000.  MTH are orchestrating a cocktail of funding applications which are dictated by funding deadlines and decision dates. The economic landscape is challenging with shifting sands of funds closing and new ones opening with altered objectives. Match funding plays a huge part in demonstrating viability and with maximum financial backing from CIF the organisation can present a more attractive proposition to the major funders.  Total cost as per Feasibility Study = £2,929,000  <b><u>Applications submitted and Expressions of Interest</u></b>  NORTH AYRSHIRE COMMUNITY INVESTMENT FUND£200,00020.02.19 ARCHITECTURAL HERITAGE FUND£23,80029.07.19  SCOTTISH LAND FUND£54,01029.07.19		

	SCOT GOV REGENERATION GRANT	£750,000	10.06.19
	SYLVIA WADDILOVE FOUNDATION	£25,000	24.07.19
	MILLPORT CARS SCHEME	£25,000	EOI
	ROBERTSON TRUST	£500,000	TALKS
	MAGNOX SOCIO-ECONOMIC/NDA	£750,000	TALKS
	CLOTHWORKER'S FOUNDATION	£100,000	EOI
	CUMBRAE LOTTERY	£4,000	INCOME
	MILLPORT TOWN HALL RESERVES	£1,000	N/A
	HUNTERSTON MICRO GRANT	£500	9.19
	CREATIVE SCOTLAND	TBA	20.07.19
Other funds with a potential of £470,000 have been identified.			
The organisation's Scottish Land Fund mentor has indicated that if MTH are successful with their current application then they may be referred to HIE for consideration for their own funding streams.			
<u>Crowdfunding</u> Scottish Community Enterprise have awarded 6 free training days to ensure maximum benefit from a crowdfunding campaign. Actor Bill Paterson is visiting Cumbrae in August to shoot a promotional video for this campaign.			
The CIF funding would only be released on condition that the complete funding package is achieved.			
<b>Brief overview of proposal</b>	The proposal is the restoration and regeneration of a historic building, on the At Risk Register and within a Conservation Area. The proposed use is as a multi purpose building housing a <u>Heritage and Conservation Centre</u> , <u>Arts and Culture Centre</u> and <u>Community Centre</u> . Sustainable income will be achieved from ticketed events, three holiday let flats, exhibitions, Cumbrae Lottery and local fundraisers. Community lets will be charged at a rate commensurate with those of NAC. The Feasibility Report has shown this to be a viable proposition.		
	Funding was obtained from the Architectural Heritage Fund, the Scottish Land Fund, Millport Common Good Fund and by community fundraising to cover the costs of the Feasibility Study.		
	There have been three open consultation events over the past year, culminating in the end of Feasibility Report presentation on 30 March. The need and want for a large community venue, coupled with community suggestions, advised the end design. Social media interaction is growing with Twitter and Facebook accounts, supporters from across the world and		

	<p>nearly £10,000 raised by the 1400 strong community to date. There have been 130 offers of voluntary help following the last consultation.</p> <p>The three strands of priorities of the Locality Partnership will be addressed - the elderly, young people and poverty. Contributions will be made to the wider aims of the Community Planning Partnership for a Working, Healthier, Safer and Thriving North Ayrshire. The project will be fully inclusive, fair for all, the economy of the island will be boosted and the project will raise the Millport profile on the Tourist map. The community will be made stronger and more cohesive. There will be employment, skills, training and volunteering opportunities.</p> <p>There is a high skill level within the group and following National Lottery guidelines the 1503 hours that have been spent on the project so far equate to a value of £73,498.</p> <p>There are many further funders identified for once the project is underway; what is needed now is the “basket” to deliver the outcomes.</p> <p><u>Documents available on request:</u></p> <ol style="list-style-type: none"> <li>1. Feasibility Report</li> <li>2. Associated appendices which incorporate the Business Plan and Core Cost Report</li> <li>3. FMTH Notes to Core Cost Report</li> <li>4. Income Projection</li> <li>5. Expenditure Projection</li> <li>6. Funding Table</li> <li>7. Facility Income Ideas</li> <li>8. Island Groups and LP priorities</li> <li>9. Funding Strategy Statement</li> <li>10. Facility Use Ideas</li> <li>11. Skillset of Trustees/Directors</li> <li>12. Consultation Reports</li> <li>13. Friends of Millport Town Hall audited end Year One accounts</li> <li>14. Community groups and how they will use and interact with facility</li> </ol>
<b>Timescales</b>	<p>Application for the asset transfer was made on 29 May 2019.</p> <p>Next stage development funding applications have been submitted to Architectural Heritage Fund and Scottish Land Fund</p> <p>Expressions of interest and phone calls are taking place with other funders.</p> <p>The building is in poor repair and every storm adds to its decline. The community do not have a suitable and accessible large venue so time is of the essence.</p>
<b>Contact details</b>	Rhona Arthur, Interim Head of Service, Connected Communities







## Appendix 2 - Community Investment Fund: Proposal to Cabinet

<b>Organisation name</b>	<i>West Kilbride Community Initiative Limited WKCIL</i>
<b>Brief details of organisation</b>	<p>WKCIL is a charity registered with OSCR and is a company limited by guarantee, established in 1998.</p> <p>The organisation is best known for its two main projects, the Craft Town Scotland (and the management of 9 arts and crafts studios in the town and with Barony Centre); and the West Kilbride Environmental Group (which advances environmental protection or improvement including through the creation or improvement of public parks, public streets, pavements and walkways).</p> <p>WKCIL is also keen to organise recreational activities with the object of improving the conditions of life for residents within the community. This health and wellbeing focus fits well with the North Coast and Cumbraes Locality Partnership's priorities of reducing social isolation in older people and reducing stress and anxiety in younger people.</p>
<b>Locality</b>	North Coast and Cumbraes
<b>Amount requested</b>	<b>£14,892.40 over two years</b>
<b>Brief overview of proposal</b>	<p>Sing your Song plans to establish two choirs each of which will focus on improving the quality of people's lives. The interest in art, craft, music and film was established in a community consultation towards the end of 2017 and has been developed to offer specialised work for specific groups</p> <p>They will offer a series of 60 separate workshops over two years focusing on older people experiencing breathing difficulties including long term lung conditions (asthma, COPD, IPF, Bronchiectasis) and their carers and young people experiencing stress and anxiety.</p> <p>The initiatives will start with 4 taster days and will end with a finale concert.</p> <p>The Sing your Song project will be advertised in all areas of North Coast, North Ayrshire and will be supported by HSCP Community</p>

Link Workers. In order to attract participants, they will also contact the health service, local churches, community centres and schools. WKCIL has a strong social media presence and a website where the choirs will also be promoted. The sessions will be free to all and they will actively encourage male and female participation.

### **Singing for COPD**

Singing uses the lungs to provide airflow to produce musical words or sounds with the voice. Singing can require a lot of effort for muscle contraction and co-ordination. This may benefit people with chronic obstructive pulmonary disease (COPD) in a manner similar to that of breathing exercises. (NICE)

### **British Psychological Society**

Research has found that group singing can improve physical and mental health. British Psychological Society's study investigated whether singing with colleagues in a workplace choir can reduce workplace stress and enhance feelings of support. They found that:

".. participants felt less stressed about their work and more socially connected after singing. In fact, they gained more support from the choir than from other social interactions at work."

### Social Isolation – Older People

Asthma, COPD, IPF, and bronchiectasis are all illnesses which can cause social isolation especially amongst older people. The choir will offer social contact as well as an enjoyable way to improve breathing and lung functions.

### Stress and Anxiety – Younger People

Studies show that choral singing improves mood, with a decrease in stress, depression and anxiety. These effects are often attributed to the deeper breathing associated with singing and is also used in meditation. These benefits are enhanced in a group setting, compared to singing alone.

Sing your Song sessions will be led by Rachael Hynes an experienced Soprano and Vocal Facilitator who has experience in working in both of these fields. A former Company Principal with Scottish Opera and an extensive career in opera, Rachel has now built a portfolio as a community musician. She has worked on Dementia Projects with Scottish Opera/Alzheimer's Scotland. Rachel runs a Singing for Lung Health group through Voluntary Action South Ayrshire, called Ayrways, and, after training as a Singing Leader with the British Lung Foundation, is setting up another such group with New Rhythms Glasgow in North Lanarkshire. She is also currently working on a 6 week Singing project with the Culture Café at Platform in Easterhouse. Rachel has also taken projects into prisons, libraries, and worked with youth groups and refugees.

	<p>The sessions will be held in the upstairs studios in the Barony Centre in West Kilbride. Access is available by stairs or lift. A piano was recently funded by NAC's Nurturing Excellence fund.</p> <p><u>Annual Breakdown of Costs</u></p> <table> <tr> <th>ACTIVITY</th><th>COST</th></tr> <tr> <td>4 taster sessions @£80</td><td>£320</td></tr> <tr> <td>30 sessions together at £160</td><td>£4800</td></tr> <tr> <td>Rent for 2 taster sessions each 4 hours @ £14.40 incl VAT</td><td>£115.20</td></tr> <tr> <td>Rent for 30 Sessions = 30 x 4 hours x £14.40 incl VAT</td><td>£1728</td></tr> <tr> <td>Marketing plus travel</td><td>£200</td></tr> <tr> <td>Concert fees</td><td>£240</td></tr> <tr> <td>Concert rent 3 hours @ £14.40 incl VAT</td><td>£43.20</td></tr> <tr> <td><b>TOTAL</b></td><td><b>£7446.20</b></td></tr> </table> <p>Following the completion of Year 1 evaluations will be shared with the Locality Partnership before commencing Year 2. If satisfactory, then a further £7446.20 will be released.</p>	ACTIVITY	COST	4 taster sessions @£80	£320	30 sessions together at £160	£4800	Rent for 2 taster sessions each 4 hours @ £14.40 incl VAT	£115.20	Rent for 30 Sessions = 30 x 4 hours x £14.40 incl VAT	£1728	Marketing plus travel	£200	Concert fees	£240	Concert rent 3 hours @ £14.40 incl VAT	£43.20	<b>TOTAL</b>	<b>£7446.20</b>
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<b>TOTAL</b>	<b>£7446.20</b>																		
<b><i>Timescales</i></b>	The project will commence with the release of the funding in autumn 2019.																		
<b><i>Contact details</i></b>	Rhona Arthur, Interim Head of Service, Connected Communities																		

## NORTH AYRSHIRE COUNCIL

27 August 2019

### Cabinet

<b>Title:</b>	<b>i3 Digital Manufacturing and Demonstrator Hub</b>
<b>Purpose:</b>	To advise Cabinet of a partnership funding bid to the Advancing Manufacturing Challenge Fund to create a Digital Manufacturing and Demonstrator Hub and be the catalyst for the i3 Ayrshire Growth Deal project.
<b>Recommendation:</b>	<p>It is recommended that Cabinet:</p> <ol style="list-style-type: none"> <li>Agrees the allocation of £1m towards the funding proposal from the Council's Ayrshire Growth Deal (AGD) budget for i3;</li> <li>Agrees to the Council being project lead for the proposal and</li> <li>Agrees that if the project is successful in securing external funding, the detailed proposals are submitted to Cabinet for final approval.</li> </ol>

### 1. Executive Summary

- 1.1 This report advises Cabinet of a proposal that is currently seeking £2m of funding from the recently announced Advancing Manufacturing Challenge Fund (AMCF) towards a £4m project which is an early opportunity for the Council and partners to work together to deliver a unique facility in Scotland and be the catalyst for i3 AGD proposals.
- 1.2 The proposal to develop a Digital Manufacturing and Demonstrator Hub is the first step in helping transform North Ayrshire's business and skills base to take advantage of emerging technologies. It will house digital automation testing and training facilities not currently available in North Ayrshire. In addition, it will help build the profile of North Ayrshire as a significant digital location in Scotland (with the added benefit of the new sub sea cable) and help stimulate interest and investment particularly at i3.
- 1.3 The opportunities presented by the AMCF allows NAC to lever in £3m of additional funding from partners and accelerates activity on i3 AGD proposals. The project will develop phase 1 of the proposed i3 centre of excellence in digital automation which is an AGD project identified in the Heads of Terms. If phase 1 proves successful, it is envisaged that a purpose built and scaled up facility would be constructed for 2023. The business case for this still requires to be developed.

- 1.4 Partnering with University of Strathclyde on this proposal will enable for the first time a physical presence of the University in North Ayrshire and allow access to National Agendas on manufacturing and technology advancements.

## **2. Background**

### i3 Ayrshire Growth Deal Proposals

- 2.1 The Ayrshire Growth Deal Heads of Terms were agreed in March 2019 and included a £21m proposal (£16m from a combination of UK and Scottish Government and £5m from NAC) for i3 with two main components:
- The creation of a regionally significant and nationally recognised centre of excellence in Digital Automation (Digital Laboratory), building on the current life science clustering at i3, containing testing and R&D equipment and specialist staff and developed in partnership with the University of Strathclyde and industry; and
  - The delivery of up to 150,700 square feet of flexible business space that can meet the requirements of chemical and life sciences manufacturing, digital automation and other advanced manufacturing opportunities.
- 2.2 The development of the overall i3 AGD proposal has included dialogue with partners and industry experts following the MMIC decision to locate at Inchinnan rather than i3. Dialogue has identified emerging opportunities for i3 within Digital Automation and possible relationships with other AGD projects, national projects such as MMIC, the National Manufacturing Institute Scotland (NMIS) and alignment with the UK Industrial Strategy.
- 2.3 These opportunities have been tested by recent research work commissioned by the Council and Scottish Enterprise which endorsed the i3 AGD proposal and set out a series of recommendations. In particular, the creation of a cluster related to digital development for life sciences and processing industries was supported. The research also recognised that discussions should continue with partners to progress the nature of a digital automation centre and how that would be funded and managed and to undertake a detailed assessment of the demand for flexible business space. This work is currently ongoing.
- 2.4 The i3 AGD proposal with a focus on digital automation, will assist with changing the current demographics of the Ayrshire workforce to a more productivity led economy that is equipped to adapt to the implications of automation on sectors such as manufacturing where its predicted there could be a significant decrease in jobs.

### Advanced Manufacturing Challenge Fund

- 2.5 The Advancing Manufacturing Challenge Fund was announced in May 2019 and is one of the competitive Challenge Funds being delivered through the Scottish Programme for Research, Innovation and Technology Eco-System (SPRITE) as part of the European Regional Development Fund (ERDF) programme 2014-2020. SPRITE seeks to improve the innovation performance of Scotland's small and medium sized enterprises (SMEs) and stimulate greater co-ordination between stakeholders and partner organisations, to help businesses capitalise on new economic and public sector innovation opportunities. The Fund is being administered by Scottish Enterprise with up to £18m available. It is open to the public sector, academic institutions and third sector organisations only.

- 2.6 The Council and its partners the University of Strathclyde and Ayrshire College have been successful in getting through to Stage 2 of the application process. Applications now require to be submitted by 13 September 2019, with the outcome known by January 2020. If successful, projects can start as early as April 2020 and the service would run until December 2022. It is envisaged that if this is successful, a purpose built and enhanced facility would be constructed with the balance of AGD funding earmarked for the digital automation centre of excellence couple with additional external funding which will be sought as part of developing the business case.
- 2.7 Work is currently ongoing to develop the stage 2 application and should this be successful full proposals will be brought back to cabinet for approval.

### i3 Digital Manufacturing and Demonstrator Hub

- 2.8 A clear feature of the Ayrshire economy is that it has struggled to adapt in the period following de-industrialisation and still relies on manufacturing. There are currently 4,000 manufacturing jobs in North Ayrshire accounting for 9.8% of all jobs in North Ayrshire, compared to 7.2% in Scotland. Forecasts suggest that the manufacturing sector is at risk of losing upto 25% of jobs as a consequence of digital automation and that for the most part, our business base is vulnerable to technological change.
- 2.9 In order to improve industry resilience and take advantage of the opportunities that will arise from emerging technologies, it is critical that North Ayrshire develops a strategy that helps provide our business base with the tools needed, enhances their current capabilities and upskills our young people and existing workforce. i3, as a strategic location for the life/chemical sciences and pharmaceutical industries coupled with world class process engineering expertise, is well placed to set North Ayrshire at the forefront of emerging technologies as Scotland's Digital Hub and establish a thriving economy through the fostering of skills and business expertise.
- 2.10 The Digital Hub proposal is the first building block in this strategy and will be the first phase of development in i3. The £4m project will help introduce a transformational change in productivity and culture by enabling more enhanced connectivity, performance visualisation of production systems and application of digital solutions. It will provide testing facilities and attract interest from business and academia throughout Scotland.
- 2.11 The facility will offer practical demonstrations, testing facilities and hands on experience of digital solutions and crucially, it will provide digital leadership training, strategy development and a stepwise process to create a digital innovation culture. It will help reinvent SMEs from a traditional manufacturing base to be at the forefront of digital automation and train and upskill our future workforce. This facility and the commitment from Strathclyde University will enable North Ayrshire to gain access to National Programmes such as National Manufacturing Institute for Scotland (NMIS) and MMIC. It will also raise our profile on a National scale and ultimately drive investment to North Ayrshire.
- 2.12 The benefits of the AMCF are significant in that £1m from NAC will lever in £3m from partners allow an acceleration of i3 AGD activity and provide a unique facility in Scotland. Strategically, the AMCF fund is important as it also commits a footprint for the University of Strathclyde which would be a first for North Ayrshire. In order to take advantage of the AMCF and proposed partner funding, the hub would need to be functional by April 2020. Having reviewed options in and around i3, it is proposed to

house the facility in a repurposed existing building at i3 which is located as part of the Booth Welsh HQ. The building is well located at i3, is available for immediate occupation, and would provide enhanced synergies with access to co-located expertise of Booth Welsh. A market assessed sub lease will need to be agreed to ensure compliance with European regulations.

2.13 It is envisaged that the Digital Hub will be the first phase and that if successful, using the AGD investment, a permanent purpose built facility will be developed with the capital equipment acquired for the first phase, transferred into form part of a scaled up and enhanced centre of excellence. The business case for this facility is still to be developed.

2.14 The funding proposal for the project is as follows:

- NAC: £1m to be taken from agreed resources earmarked for i3 Growth Deal
- Strathclyde University: £810k through committing specialist resources including Knowledge Exchange Fellows to be based at the facility.
- Ayrshire College: £190k staff resources to deliver training at the facility.
- AMCF: £2m from ERDF based on match from NAC, University of Strathclyde and Ayrshire College.

#### Partnership Arrangements

2.15 Should the AMCF funding bid be successful, a partnership agreement will be required between the Council, University of Strathclyde and Ayrshire College to formalise arrangements for the delivery and management of the service. It is proposed that NAC take the lead in the project as it sits within the aspirations of the wider i3 AGD ambitions. In addition, procurement will be necessary for specialist skills and there will be a requirement for a lease arrangement for the building where the service would be delivered.

### **3. Proposals**

3.1 It is recommended that Cabinet:

- a. Agrees the allocation of £1m towards the funding proposal from the Council's Ayrshire Growth Deal budget for i3;
- b. Agrees to the Council being project lead for the proposal and
- c. Agrees that if the project is successful in securing external funding, the detailed proposals are submitted to Cabinet for final approval.

### **4. Implications/Socio-economic Duty**

#### Financial

4.1 The total budget requirement to support the funding proposal is £1m. This is proposed to be funded from the Council's AGD budget £5m for i3 Enterprise Area. This will be matched by £1m from a combination of contributions through the University of Strathclyde and Ayrshire College, to secure the remaining 50% (£2m) from the AMCF fund. Operational costs for the service will be covered as part of the contribution from partners.



## **Human Resources**

- 4.2 Staffing requirements for the proposed facility will be developed as part of the stage 2 submission.

## **Legal**

- 4.3 A partnership agreement will be advanced and agreed with NAC Legal Services, University of Strathclyde and Ayrshire College, including appropriate provisions/ownership of the capital equipment commensurate with the NAC investment. A lease will also need to be agreed for the proposed location of the Digital Hub at i3.

## **Equality/Socio-economic**

- 4.4 The proposal will provide an important training and development service for SMEs in North Ayrshire and beyond looking to take advantage of emerging technologies. This is an important first phase of the i3 AGD project within a key regeneration area for the Council. In particular, the proposal will seek to make the life science and processing industry sectors more attractive and accessible to young people and women – groups that are currently identified as being excluded from growth

## **Environmental and Sustainability**

- 4.5 The proposal will enable businesses to improve the efficiency of their productivity and adapt their processes to modern technologies.

## **Key Priorities**

- 4.6 The project, as part of the wider i3 AGD project, will strongly support the priority outcomes contained in the new Council Plan 2019-2024, for North Ayrshire to have an inclusive, growing and enterprising economy and to be well connected with effective infrastructure.

## **Community Wealth Building**

- 4.7 I3 project proposals are supported by wider Ayrshire programme of skills and inclusive growth. This proposal will provide an important service for local SMEs and will specifically look to train our youth and existing workers on digital technologies to take advantage of emerging opportunities.

## **5. Consultation**

- 5.1 Significant recent stakeholder consultation has been undertaken on the AGD i3 proposal and is set out within a report produced by consultants commissioned by the Council and Scottish Enterprise. This has endorsed the approach that the Council is taking to deliver Growth Deal proposals at i3.

Karen Yeomans  
Director Growth and Investment

For further information please contact

**Marnie Ritchie, Regeneration Manager, on 01294 324723**

**Background Papers**

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## NORTH AYRSHIRE COUNCIL

27 August 2019

### Cabinet

<b>Title:</b>	<b>Award of contract for Adult Community Support services</b>
<b>Purpose:</b>	To advise cabinet of the outcome of the procurement exercise for the delivery of Adult Community Support services
<b>Recommendation:</b>	To approve the award of framework contracts to Key Housing Association Ltd.; The Richmond Fellowship Scotland Ltd.; Cornerstone Community Care (trading as Cornerstone); Affinity Trust; Hansel Alliance; Quarriers; Enable Scotland (Leading the way); and North Ayrshire Forum on Disability/Access Ability.

### 1. Executive Summary

- 1.1 North Ayrshire Council is required to procure adult community support services. In order to comply with the Council's Standing Orders relating to Contracts, EU Procurement Directives and Public Contracts (Scotland) Regulations 2015, a formal procurement exercise has been undertaken.
- 1.2 The contract term is an initial two years with an option to extend for two further periods of twenty-four months, six years in total. The procurement has taken the opportunity to consolidate all care categories for adult community support under one framework agreement. This framework includes an option for new providers to be added through a formal procurement process at each two-year contract break.

### 2. Background

- 2.1 Adult Community Support delivers a range of care and support services to individuals with a recognised physical and sensory disability, learning disability, and mental health support need. The service is delivered 24 hours a day, 7 days a week, 365 days a year to individuals living in their own homes, or in a supported accommodation care setting.
- 2.2 The framework opportunity was advertised on 8 April 2019 under an Open procedure in the Official Journal of the European Union and Public Contracts Scotland Procurement Portal. The return date was 23 May at 12.00 noon.

- 2.3 The contract notice attracted 27 expressions of interest of which fourteen 14 submitted a tender response.
- 2.4 Tender evaluation was undertaken using the most economically advantageous tender (MEAT) criteria with a ratio of 10% Price and 90% Quality. Only tenderers that successfully passed both Stage 1 Minimum Requirements and Stage 2 Quality Evaluation had their tender price considered. The tender evaluation was carried out by a panel of appropriately experienced Council and NHS Ayrshire & Arran officers against the published criteria.

### 3. Proposals

- 3.1 It is proposed that contracts are awarded to the following 8 service providers who are listed in lot order. The framework is not ranked.

<b>Lot 1: Three Towns, Garnock Valley and The North Coast – Mental Health</b>							
Key Housing	The Richmond Fellowship Scotland	Cornerstone Community Care	Enable Scotland	Nafod Access Ability			
<b>Lot 2: Three Towns, Garnock Valley and The North Coast – Learning Disabilities</b>							
Key Housing	The Richmond Fellowship Scotland	Cornerstone Community Care	Enable Scotland	Nafod Access Ability	Affinity Trust	Hansel Alliance	Quarriers
<b>Lot 3: Three Towns, Garnock Valley and The North Coast – Physical Disabilities</b>							
Key Housing	The Richmond Fellowship Scotland	Cornerstone Community Care	Enable Scotland	Nafod Access Ability	Quarriers		
<b>Lot 4: Irvine and Kilwinning - Mental Health</b>							
Key Housing	The Richmond Fellowship Scotland	Enable Scotland	Nafod Access Ability				
<b>Lot 5: Irvine and Kilwinning – Learning Disabilities</b>							
Key Housing	The Richmond Fellowship Scotland	Cornerstone Community Care	Enable Scotland	Nafod Access Ability	Affinity Trust	Hansel Alliance	Quarriers
<b>Lot 6: Irvine and Kilwinning – Physical Disabilities</b>							
Key Housing	The Richmond Fellowship Scotland	Cornerstone Community Care	Enable Scotland	Nafod Access Ability	Quarriers		

## **4. Implications/Socio-economic Duty**

### **Financial**

- 4.1 The procurement will be funded from existing North Ayrshire Health and Social Care Partnership resources. The annual value of this procurement is £14,019,975. The whole life value is £84,119,850.

There is a £1.276m per annum saving allocated to this procurement over the lifetime of the contract.

### **Human Resources**

- 4.2 The recommendation for contract award confirms that TUPE may apply. A transition period will be required to transfer a small volume of business and potentially affected staff. This will be carried out in the best interests of service users and a robust transition and communication plan is in place to support the process. All providers will pay the living wage.

### **Legal**

- 4.3 The tender exercise has been undertaken in accordance with EU Procurement Directives, Public Contracts (Scotland) Regulations 2015 and the Council's Standing Orders relating to Contracts and Contract Procedure Rules for North Ayrshire Council.

### **Equality/Socio-economic**

- 4.4 The contract includes a requirement to comply with the Equality Act 2010 and the Human Rights Act 2018. The service is required to have a demonstrable commitment to diversity and inclusion; fair access; fair exit; and to act within the law ensuring service users are well-informed about their rights and responsibilities. Fair work practice has been assessed and evaluated in this procurement along with contract considerations to workforce and volunteering development. This is intended to contribute to local economic and social sustainability and will be routinely monitored through contract management.

### **Environmental and Sustainability**

- 4.5 The contract includes a requirement to implement and maintain appropriate environmental and quality management systems, and this will be routinely monitored through contract management.

### **Key Priorities**

- 4.6 The procurement delivers to the Council's (2019-24) Aspiring Communities priority of people enjoying good life-long health and well-being by supporting people to live independently at home. It incorporates the North Ayrshire Health and Social Care Partnership (2018-21) Strategic priorities of tackling inequalities; engaging communities; prevention and early intervention; improving mental health and well-being; and bringing services together.

## **Community Wealth Building**

4.7 Award of these contracts contributes to the pillars of Community Wealth Building set out below:

*Procurement:* Community Benefits were a minimum condition of this tender and the successful tenderers will deliver the following community benefits over the duration of the contract:

- Delivery of 26 weeks employability for every £500,000 of work awarded from all 8 providers.
- Work placements for a minimum of 5 days for two S4, S5 or S6 pupils from a North Ayrshire School.
- Work experience for 2 young people facing challenges or barriers completed over a 6-week period (1 day per week).
- Work placement for 1 to 2 days for 3 teachers from a North Ayrshire school if the school are able to accommodate.
- Work with the Prince's Trust 'Get into Social Care' programme, offering 20-24 young people each year a 6-week intense training work experience programme with the prospects of achieving employment at the end of the programme.
- Student Placements for HNC students from FE Colleges from 2 providers.

*Employment:* All 8 successful tenderers are local employers and pay the Scottish Living Wage. 2 organisations are *Investors in People* and 1 is a *Scottish Living Wage Accredited Employer*.

*Land and Assets:* Not applicable.

*Financial Power:* Not applicable.

*Democratic Ownership of the Local Economy:* Not applicable.

## **5. Consultation**

5.1 A formal consultation with service users and families was not conducted for this procurement as there is no change to service delivery. The Health and Social Care Partnership have been involved throughout the process.

Laura Friel  
Executive Director, Finance and Corporate Support

For further information please contact **Gráinne Doyle, Category Manager**, on 01294 314779.

**Background Papers**  
Tender Outcome Report

## NORTH AYRSHIRE COUNCIL

27 August 2019

### Cabinet

<b>Title:</b>	<b>Note of Award of Contract during Recess –Nursery Extension to St Peter’s Primary School, Ardrossan</b>
<b>Purpose:</b>	To advise Cabinet of the result of the tender exercise for the Nursery Extension to St Peter’s Primary School, Ardrossan
<b>Recommendation:</b>	Note the award of the contract to W.H. Kirkwood Limited during recess.

### 1. Executive Summary

- 1.1 North Ayrshire Council requires to establish a contract for the Nursery Extension to St Peter’s Primary School, Ardrossan. The works will provide a nursery facility to meet the needs of the school pupils and the local community.
- 1.2 In order to comply with the Council’s Standing Orders Relating to Contracts and Contract Procedure Rules, The Procurement Reform (Scotland) Act 2014 and The Procurement (Scotland) Regulations 2016 a formal tender exercise was advertised via the Public Contracts Scotland advertising portal.
- 1.3 The contract term is for a period of 45 weeks with the award to W.H. Kirkwood Limited.

### 2. Background

- 2.1 A formal contract notice was advertised on Tuesday 21<sup>st</sup> May 2019 under the Open Procedure in the Public Contracts Scotland Procurement Portal and the procurement exercise was carried out via the PCS-Tender E-Tendering System. The return date for tenders was 12 noon on Tuesday 18<sup>th</sup> June 2019
- 2.2 The contract notice attracted 24 expressions of interest of which 5 submitted a tender response.
- 2.3 The 5 tender responses received were evaluated against the stated evaluation criteria of 80% price and 20% quality and W. H. Kirkwood Limited was determined to have submitted the most economically advantageous tender.

### 3. Proposals

- 3.1 In accordance with section 23.7 of Standing Orders Relating to Contracts and Contract Procedure Rules for North Ayrshire Council, the Chief Executive is authorised under the

Scheme of Delegation to Officers to deal with any urgent matters during recess, subject to reporting back to Cabinet at the first available opportunity.

- 3.2 The nursery extension facility is required to be operational to support the 1140 hours Scottish Government deadline of August 2020 therefore the planned handover is June 2020.
- 3.3 The tender evaluation and recommendation for award was unable to be completed in time for the June cabinet. Delay of the award until the August Cabinet would have adversely impacted on the required completion date
- 3.4 The contract award was therefore approved by the Chief Executive during recess. The contract was awarded to W.H. Kirkwood Limited on 10 July 2019. Work commenced on 1<sup>st</sup> August 2019 during the school holidays therefore minimising disruption to pupils.

#### **4. Implications/Socio-economic Duty**

##### **Financial**

- 4.1 The total estimated value of the overall Contract is £1,003,287.72. A budget of £1,100,000.00 is available for this requirement.

##### **Human Resources**

- 4.2 None

##### **Legal**

- 4.3 To comply with the Council's Standing Orders Relating to Contracts and Contract Procedure Rules, The Procurement Reform (Scotland) Act 2014 and The Procurement (Scotland) Regulations 2016 a formal tender exercise was advertised via the Public Contracts Scotland advertising portal.

##### **Equality/Socio-economic**

- 4.4 None

##### **Environmental and Sustainability**

- 4.5 This Contract contributes towards upgrading our learning estate and will ensure children attending this nursery benefit from a safe, modern environment in which North Ayrshire Council can deliver the increase in funded Early Learning and Childcare from 640 hours to 1140 hours each year.

##### **Key Priorities**

- 4.6 This Contract contributes to the following Council Plan priorities:
- Aspiring Communities
    - North Ayrshire's children and young people experience the best start in life.
  - Inspiring Place
    - North Ayrshire is well-connected with effective infrastructure.

## **Community Wealth Building**

4.7 Award of this contract contributes to the pillars of Community Wealth Building set out below:

*Procurement:* Community Benefits were a minimum condition of this tender and the successful tenderer will deliver the following community benefits over the duration of the contract:

- Delivery of 57 weeks of employability through 2 jobs across the duration of the contract.
- Work placement for 1 to 2 days for a teacher from a North Ayrshire school.
- Support for a community project agreed in conjunction with NAC Connected Communities department involving local people and reflecting local priorities.

*Employment:* The successful tenderer is a Scottish Living Wage Accredited Employer.

*Land and Assets:* This Contract contributes towards upgrading our learning estate and will ensure children attending this nursery benefit from a safe, modern environment in which North Ayrshire Council can deliver the increase in funded Early Learning and Childcare from 640 hours to 1140 hours each year.

*Financial Power:* Not applicable.

*Democratic Ownership of the Local Economy:* Not applicable.

## **5. Consultation**

5.1 Consultation with Property Management and Investment took place throughout the tender process.

Laura Friel  
Executive Director ( Finance and Corporate Support)

For further information please contact **Maurice McTeague, Category Manager**, on **01294 324015**.

## **Background Papers**

Tender Outcome Report (NAC/2167)



## NORTH AYRSHIRE COUNCIL

27 August 2019

### Cabinet

<b>Title:</b>	<b>Note of Award of Contract during Recess – Internal and External Alterations to Friars Lawn Sheltered Housing Unit, Kilwinning (Lot 1) and Garrier Court Sheltered Housing Unit, Springside (Lot 2)</b>
<b>Purpose:</b>	To advise Cabinet of the result of the tender exercise for the Internal and External Alterations to Friars Lawn Sheltered Housing Unit, Kilwinning (Lot 1) and Garrier Court Sheltered Housing Unit, Springside (Lot 2)
<b>Recommendation:</b>	Note the award of the contract to McTear Contracts Ltd (Lot 1) and D. McLaughlin & Sons Ltd T/A McLaughlin Construction (Lot 2) during recess.

### 1. Executive Summary

- 1.1 North Ayrshire Council requires to establish a multi lot contract for the Internal and External Alterations to Friars Lawn Sheltered Housing Unit, Kilwinning (Lot 1) and Garrier Court Sheltered Housing Unit, Springside (Lot 2).
- 1.2 In order to comply with the Council's Standing Orders Relating to Contracts and Contract Procedure Rules, The Procurement Reform (Scotland) Act 2014 and The Procurement (Scotland) Regulations 2016 a formal tender exercise was advertised via the Public Contracts Scotland advertising portal.
- 1.3 The contract term is for a period of 40 weeks for each Lot with the award to McTear Contracts Ltd (Lot 1) and D. McLaughlin & Sons Ltd T/A McLaughlin Construction (Lot 2).

### 2. Background

- 2.1 A formal contract notice was advertised on 31<sup>st</sup> May 2019 under the Open Procedure in the Public Contracts Scotland Procurement Portal and the procurement exercise was carried out via the PCS-Tender E-Tendering System. The return date for tenders was 12 noon on 9<sup>th</sup> July 2019.
- 2.2 The contract notice attracted 13 expressions of interest for Lot 1 of which 5 submitted a tender response and 11 expressions of interest for Lot 2 of which 4 submitted a tender response.

- 2.3 For each Lot, the tender responses received were evaluated against the stated evaluation criteria of 80% price and 20% quality and McTear Contracts Ltd (Lot 1) and D. McLaughlin & Sons Ltd T/A McLaughlin Construction (Lot 2) were determined to have submitted the most economically advantageous tender for the respective Lots.

### **3. Proposals**

- 3.1 In accordance with section 23.7 of Standing Orders Relating to Contracts and Contract Procedure Rules for North Ayrshire Council, the Chief Executive is authorised under the Scheme of Delegation to Officers to deal with any urgent matters during recess, subject to reporting back to Cabinet at the first available opportunity.
- 3.2 Residents of both sheltered housing units had previously been advised that the alteration work would start on site during Spring/Summer 2019 and be completed during Spring/Summer 2020.
- 3.3 The tender evaluation and recommendation for award was unable to be completed in time for the June cabinet. Delay of the award until the August Cabinet would have adversely impacted on the advised completion date.
- 3.4 The contract award was therefore approved by the Chief Executive during recess. Contracts were awarded to McTear Contracts Ltd (Lot 1) and D. McLaughlin & Sons Ltd T/A McLaughlin Construction (Lot 2) on 7<sup>th</sup> August 2019 to permit an early start on site consistent with the expectations of residents.

### **4. Implications/Socio-economic Duty**

#### **Financial**

- 4.1 The total value of the overall Contract is £4,355,299.90. A budget of £4,388,480.00 is available for this requirement.

#### **Human Resources**

- 4.2 None

#### **Legal**

- 4.3 To comply with the Council's Standing Orders Relating to Contracts and Contract Procedure Rules, The Procurement Reform (Scotland) Act 2014 and The Procurement (Scotland) Regulations 2016 a formal tender exercise was advertised via the Public Contracts Scotland advertising portal.

#### **Equality/Socio-economic**

- 4.4 None

#### **Environmental and Sustainability**

- 4.5 This Contract contributes towards upgrading our residential accommodation and will ensure North Ayrshire residents benefit from an efficient, safe and modern living environment. The upgrade works include timber materials sourced from sustainable

forests, new efficient boiler installation, taps and sanitary ware shall be installed with flow rate controls to reduce water consumption. All new windows and doors comply with Secure by Design scheme.

## **Key Priorities**

4.6 This Contract contributes to the following Council Plan priorities:

- Aspiring Communities
  - People and Communities are Safe.
  - People enjoy good life-long health and well-being.
- Inspiring Place
  - Affordable, modern and well-designed homes that meet residents' needs.
  - A sustainable environment.

## **Community Wealth Building**

4.7 Award of these contracts contributes to the pillars of Community Wealth Building as set out below:

*Procurement:* Community Benefits were a minimum condition of this tender and the successful tenderers will deliver the following community benefits over the duration of the contract:

- Delivery of 126 weeks employability (Lot 1) and Delivery of 106 weeks employability (Lot 2) - delivered through 3 jobs, for each lot, across the duration of the contract.
- Support for Small and Medium Enterprises (SME), Third Sector Organisations (TSO) and Supported Business engagement and development.
- Work placement for a minimum of 5 days for an S4, S5 or S6 pupil from a North Ayrshire School.
- Support for a community project agreed in conjunction with NAC Economies and Communities department involving local people and reflecting local priorities.

*Employment:* The successful tenderer for Lot 1 is a Scottish Living Wage Accredited Employer while the successful tenderer for Lot 2 is a local employer, pays the Scottish Living Wage and is in the process of becoming a Scottish Living Wage Accredited Employer.

*Land and Assets:* Both of these contract awards support the sheltered housing re-provisioning programme and the refurbishment of these properties for better housing provision for North Ayrshire residents.

*Financial Power:* Not applicable.

*Democratic Ownership of the Local Economy:* Not applicable.

## **5. Consultation**

5.1 Internal consultation with Property Management and Investment took place throughout the tender process.

Laura Friel  
Executive Director (Finance and Corporate Support)

For further information please contact **Maurice McTeague, Category Manager**, on **01294 324015**.

### **Background Papers**

Tender Outcome Report (NAC/2171)