

Cunninghame House,  
Irvine.

5 November 2015

### **Ardrossan and Arran, Saltcoats and Stevenston Area Committee**

You are requested to attend a Meeting of the above mentioned Committee of North Ayrshire Council to be held in the Youth Room, Ardeer Neighbourhood Centre, Shore Road, Stevenston on **THURSDAY 12 NOVEMBER 2015** at **2.00 p.m.** to consider the undernoted business.

Yours faithfully

Elma Murray

Chief Executive

**\*\* PLEASE NOTE THE CHANGE TO THE YOUTH ROOM WITHIN THE ARDEER CENTRE ON THIS OCCASION**

**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 (Page 7)**

The accuracy of the Minutes of (i) the special meeting held on 11 August 2015 and (ii) the ordinary meeting of the Committee held on 17 September 2015 will be confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973 (copies enclosed).

- 3. Presentation: National Attainment Challenge: North Ayrshire Strategy**  
Receive presentation by the Executive Director (Education and Youth Employment).
- 4. Presentation: Irvine Bay Regeneration Company**  
Receive verbal presentation by the Project Manager, Irvine Bay regeneration Company providing an update on proposed works at Countess Street, Saltcoats.
- 5. CPP Partners**
  - 5.1 North Ayrshire Community Planning Partnership (CPP) Board: Minutes of Meeting held on 10 September 2015 (Page 15)**  
Submit report by the Chief Executive on the minute of the meeting of the North Ayrshire Community Planning Partnership Board (CPP) held on 10 September 2015 (copy enclosed).
  - 5.2 Police Scotland**  
Police Scotland will report.
  - 5.3 Scottish Fire and Rescue Service (Page 25)**  
Submit report by the Scottish Fire and Rescue Service on activity within the Committee's area during the period 1 September to 25 October 2015 (copy enclosed).
- 6. Arran Economic Group (Page 27)**  
Submit report by the Executive Director (Economy and Communities) on the progress with the formation a new Partnership for taking forward economic development on Arran (copy enclosed).
- 7. Sustainable Waste Management - Arran (Page 31)**  
Submit report by the Executive Director (Place) on the progress being made in developing a suite of sustainable waste management options for Arran (copy enclosed).
- 8. Winter Service and Weather Emergencies Plan 2015 (Page 43)**  
Submit report by the Executive Director (Place) on the Roads Winter Service and Weather Emergencies Plan 2015, in support of the Council's statutory duties under the Roads (Scotland) Act 1984 (copy enclosed).
- 9. Community Development Grants Scheme Award and Local Youth Action Fund: Applications for Financial Assistance 2015/2016 (Page 81)**  
Submit report by the Executive Director (Economy & Communities) on applications received in respect of the Community Development Grants Scheme Award and Local Youth Action Fund (copy enclosed).

- 10. Community Benefit Fund Applications for Grant Aid (Page 119)**  
Submit report by the Executive Director (Economy and Communities) on the applications received in respect of the Community Benefit Fund (copy enclosed).
- 11. Stevenston Common Good Fund: Application for Financial Assistance (Page 125)**  
Submit report by the Chief Executive on an application received in respect of the Stevenston Common Good Fund for 2015/16 (copy enclosed).
- 12. Charitable Trusts**
  - 12.1 North Ayrshire Council (Ardrossan) Charitable Trust (Page 131)**  
Submit report by the Executive Director (Finance and Corporate Support) on the implications of both the dissolution of the North Ayrshire Council (Ardrossan) Charitable Trust and of not utilising the remaining funds.
  - 12.2 North Ayrshire Council (Ardrossan) Charitable Trust: Application for Financial Assistance (Page 135)**  
Submit report by the Chief Executive on an application received in respect of the North Ayrshire Council (Ardrossan) Charitable Trust.
  - 12.3 North Ayrshire Council (Saltcoats) Charitable Trust: Applications for Financial Assistance (Page 145)**  
Submit report by the Chief Executive on applications received in respect of the North Ayrshire Council (Saltcoats) Charitable Trust.  
  
(copies enclosed).
- 13. Future Agenda Items**  
Discuss items for consideration at future meetings of the Area Committee.
- 14. Urgent Items**  
Any other items which the Chair considers to be urgent.



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**Ardrossan and Arran, Saltcoats and Stevenston Area Committee**

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Sederunt: John Bruce (Chair)  
Willie Gibson  
Tony Gurney  
John Hunter  
Ronnie McNicol  
Peter McNamara  
Jim Montgomerie  
Alan Munro

Chair:

Attending:

Apologies:

Meeting Ended:



Ardrossan and Arran, Saltcoats and Stevenston Area Committee  
11 August 2015

**IRVINE, 11 August 2015** - At a Special Meeting of the Ardrossan and Arran, Saltcoats and Stevenston Area Committee of North Ayrshire Council at 2.00 p.m.

**Present**

John Bruce, Willie Gibson, Tony Gurney, John Hunter and Alan Munro.

**In Attendance**

B. Anderson, Performance/Grants Officer (Economy and Communities); and D. McCaw, Committee Services Officer

**Chair**

Councillor Bruce in the Chair.

**Apologies for Absence**

Ronnie McNicol, Peter McNamara and Jim Montgomerie.

**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. Community Development Grants Scheme and Local Youth Action Fund: Applications for Financial Assistance 2015/2016**

Submitted report by the Executive Director (Economy and Communities) on applications received in respect of the Community Development Grants Scheme.

The Committee agreed to make the following awards:-

**Community Development Grants Scheme**

<b>Organisation</b>	<b>Award</b>
Arran Theatre & Arts Trust	£1,500

**Local Youth Action Fund**

<b>Organisation</b>	<b>Award</b>
Arran Theatre & Arts Trust	£1,000

The meeting ended at 2.05 p.m.



**IRVINE, 17 September 2015** - At a Meeting of the Ardrossan and Arran, Saltcoats and Stevenston Area Committee of North Ayrshire Council at 2.00 p.m.

**Present**

John Bruce, Willie Gibson, Tony Gurney, John Hunter, Ronnie McNicol and Peter McNamara.

**In Attendance**

S. Quinn, Head of Service (Schools), F. Hopkins and L. Morris, Senior Managers, J. Hughes, Head Teacher, Stanley Primary School and Early Years Class and D. Lambert, Depute Head Teacher, Arran High School and Lamlash Primary School and Early Years Class (Education and Youth Employment); J. McHarg, Senior Manager (Participation and Empowerment), B. Anderson, Performance/Grants Officer and D. Whyte, External Funding Officer (Economy and Communities); S. Walker, Technician (Place); P. Barrett, Finance Officer (Treasury and Cash); and D. McCaw, Committee Services Officer (Chief Executive's Service).

**Also In Attendance**

Sergeant L. Gray and PCs P. Adamson and K. McPhee (Police Scotland); and Station Manager L. Elliot (Scottish Fire and Rescue Service).

**Chair**

Councillor Bruce in the Chair.

**Apologies for Absence**

Jim Montgomerie and Alan Munro.

**1. Chair's Remarks**

The Chair, in terms of Standing Order 9.3, agreed to vary the order of business to allow consideration of Agenda Item 5 Education Scotland Report: Lamlash Primary School and Early Years Class to take place immediately after Agenda Item 4 Community Planning Partnership Partners: North Ayrshire Community Planning Partnership (CPP) Board: Minutes of Meeting held on 11 June 2015.

**2. Declarations of Interest**

In terms of Standing Order 10 and Section 5 of the Code of Conduct for Councillors, Councillor McNamara, as a volunteer with the Group, declared an indirect financial interest in Agenda Item 9 (Community Development Grants Scheme Award and Local Youth Action Fund: Applications for Financial Assistance) in relation to the grant applications by Ardrossan Music Experience.

### **3. Minutes**

The accuracy of the Minutes of (i) the ordinary meeting of the Committee held on 25 June 2015; and (ii) the special meeting of the Committee held on 11 August 2015 was confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973, subject to the amendment to item 2.1 in the Minute of the meeting held on 25 June 2015 that North Ayrshire Council Roads Section, and not Police Scotland, would report at the next meeting on parking issues in Windmill Street and Hamilton Street, Saltcoats.

### **4. Community Planning Partnership Partners: North Ayrshire Community Planning Partnership (CPP) Board: Minutes of Meeting held on 11 June 2015**

Submitted report by the Chief Executive on the Minutes of the Community Planning Partnership Board held on 11 June 2015.

Noted.

### **5. Education Scotland Report: Lamlash Primary School and Early Years Class**

Submitted report by the Executive Director (Education and Youth Employment) and received a verbal update by the Depute Head Teacher, Arran High School and Lamlash Primary School and Early Years Class on the Education Scotland Report in respect of Lamlash Primary School and Early Years Class.

The inspection, undertaken in April 2015, covered key aspects of the work of the school at all stages. Key strengths and 4 areas for improvement were detailed in the report. The verbal update by the Depute Head Teacher provided more detail in relation to the evaluations received by the school.

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

- the number of pupils currently attending the primary school; and
- the positive areas for improvement which are being progressed.

The Committee (a) asked that the Depute Head Teacher pass on its congratulations to the staff at the school; and (b) noted (i) the steps taken to address how the school can continue to improve; and (ii) that in terms of follow-through, HMIE will make no further visits.

## **6. Community Planning Partnership Partners**

### **6.1 Police Scotland**

Sergeant Gray circulated a report on recent crime and offences, community policing actions and initiatives, directed patrol plans and public events in the Committee's area for the period 1 June to 7 September 2015.

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

- taxis collecting children at Ardrossan Academy which are parking on the double yellow and wavy lines at the school;
- the enforcement of parking restrictions at Primary Schools and on whether this could be extended to include Secondary Schools as part of the ongoing action plan;
- the request that the Roads Section reinstate the yellow road marking at schools;
- whether drugs and alcohol featured heavily in the incidents report to the Committee; and
- the reduction in Police Station opening hours and lack of adverse impact on the community.

Members praised Police Scotland for their excellent service across the North Ayrshire area.

The Committee agreed (a) that the Head of Service (Commercial) contact those taxi companies collecting children at Ardrossan Academy, who park on double yellow and wavy lines, to advise that they are contravening parking restrictions at the school; (b) that the Head of Service (Physical Environment) progress the reinstatement of the yellow road markings at schools as a matter of urgency; and (c) otherwise to note the report.

### **6.2 Scottish Fire and Rescue Service**

Station Manager Elliot circulated a report on activity within the Kilwinning area during the period 1 July to 31 August 2015, including fires of note, special services and community safety.

Noted.

## **7. Education Scotland Reports: Stanley Primary School and Early Years Class**

Submitted report by the Executive Director (Education and Youth Employment), and received a presentation by the Head Teacher, on the Education Scotland Report in respect of Stanley Primary School and Early Years Class.

The inspection, undertaken in March 2015, covered key aspects of the work of the school at all stages. Key strengths and 3 areas for improvement were detailed in the report. The presentation by the Head Teacher provided more detail in relation to the evaluations received by the school.

The Committee (a) asked that the Head Teacher pass on its congratulations to the staff at the school; and (b) noted (i) the steps taken to address how the school can continue to improve; and (ii) that in terms of follow-through, HMIE will make no further visits.

## **8. Road Maintenance Programme 2015/16**

Submitted report by the Executive Director (Place) on the Structural Roads and Street Lighting Maintenance Programme for 2015/16. The report set out the approach taken to determining the asset maintenance programme for roads and street lighting and highlighted at Appendices 3a and 3b the 2015/16 maintenance programme.

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

- methods to encourage private non adopted road owners to carry out improvements to the condition of road surfaces; and
- progress with parking issues in the Dockhead Street area of Saltcoats.

The Committee agreed (a) that the Executive Director (Place) (i) contact the Chief Executive of KA Leisure to request that progress be made regarding maintenance works to improve the condition of Auchenharvie Road leading down to the Golf Club; and (ii) that an update on parking issues in the Dockhead Street area of Saltcoats be forwarded to the Clerk for onward transmission to Members; and (b) otherwise to note the report.

## **9. Community Development Grants Scheme and Local Youth Action Fund: Applications for Financial Assistance**

Submitted report by the Executive Director (Economy and Communities) on applications received in respect of the Community Development Grants Scheme and Local Youth Action Fund.

The Committee agreed (a) to make the following awards:-

### **Community Development Grant Scheme**

<b>Organisation</b>	<b>Award</b>
Ardrossan Old Age Pensioners Club	£ 500
Ardrossan Music Experience	£1,400
Input	£2,000

### **Local Youth Action Fund**

<b>Organisation</b>	<b>Award</b>
Ardrossan Music Experience	£1,750

and (b) to remit to the Senior Manager (Participation and Empowerment) to (i) carry out an assessment of the sound system currently available within the Ardrossan Civic Centre; and (ii) determine the cost of purchase and installation of a new system.

## **10. Community Benefit Fund Applications for Grant Aid**

Submitted report by the Executive Director (Economy and Communities) on the applications received in respect of the Community Benefit Fund

The Committee agreed to make the following awards:-

<b>Organisation</b>	<b>Award</b>
Stevenston Christmas Lights	£4,194.74
Saltcoats Community Action Group	£4,194.74
RSPB Ardeer Quarry Wetland Project	Group to be advised to re-apply to the Stevenston Common Good Fund
Saving Saint Brides Chapel Group, Arran	£1,609.64

## **11. Stevenston Common Good Fund: Application for Financial Assistance**

Submitted report by the Chief Executive on an application received in respect of the Stevenston Common Good Fund for 2015/16.

The Committee agreed to award £1,000 to the International Historical, Cultural and Geographical Group towards the costs associated with the International Burns Festival 2016 on the basis that events will be open to local residents and attract visitors to the local area.

## **12. North Ayrshire Council (Ardrossan) Charitable Trust**

Submitted report by the Chief Executive on an application received in respect of the North Ayrshire Council (Ardrossan Charitable Trust).

The Finance Officer advised the Committee of proposals for consideration in relation to depleting the capital balances of the dormant charitable trusts and on additional applications which would be forthcoming to the Ardrossan and Saltcoats Trust Funds in that regard.

There was discussion on the need to contact the Office of the Scottish Charity Regulator (OSCR) if the capital amount is reduced significantly to the extent that the Trust will be wound up.

The Committee agreed (a) to defer consideration of the application from Ardrossan Music Experience; and (b) that the Finance Officer seek advice from OSCR regarding the implications of (i) not utilising the revenue from the Charitable Trust; and (ii) the dissolution of the Trust and report back to the next meeting of the Committee.

The meeting ended at 3.45 p.m.

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**NORTH AYRSHIRE COUNCIL**

**Agenda Item 5.1**

**12 November 2015**

**Ardrossan and Arran, Saltcoats and Stevenston  
Area Committee**

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**Title:** **North Ayrshire Community Planning Partnership  
(CPP) Board: Minutes of Meeting held on 10  
September 2015**

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**Purpose:** To submit the minute of the meeting of the North  
Ayrshire Community Planning Partnership Board  
(CPP) held on 10 September 2015.

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**Recommendation:** That the Committee notes the minutes contained in  
Appendix 1.

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**1. Executive Summary**

- 1.1 It was previously agreed that the minutes of the Community Planning Partnership (CPP) Board be submitted to the Ardrossan and Arran, Saltcoats and Stevenston Area Committee for information. The key matters arising from the minutes have been highlighted for the attention of the Committee and are detailed in paragraph 2.1.

**2. Background**

- 2.1 The minutes of the meeting of the CPP Board held on 10 September 2015 are appended. Particular matters for the Committee's attention include the following:

**Agenda Item 4**

Representatives of the West Coast Dads group gave a presentation on the positive impact that the Mellow Parenting programme had on their relationships with their children and their own life skills and confidence.

**Agenda Item 5**

SPT provided information on partnership activity within North Ayrshire relating to public transport as well as plans for 2015-16.

### **Agenda Item 6**

Liaison officers from Addictions Services and Police Scotland who are based at Ayrshire College presented on the benefits of their posts and the positive relationships they have developed with college students.

### **Agenda Item 9**

Elma Murray outlined North Ayrshire's response to the Boundary Commission's proposals and CPP partner agreed to support the Council's position.

### **Agenda Item 11**

The Board agreed proposals from Marjorie Adams on the development of a new Childrens Services Plan.

### **Agenda Item 13**

The Board agreed a revised Risk Register for the CPP and the outline content of the CPP's annual report.

## **3. Proposals**

- 3.1 That the Committee notes the minutes contained in Appendix 1.

## **4. Implications**

<b>Financial:</b>	There are no financial implications arising from this report.
<b>Human Resources:</b>	There are no human resource implications arising from this report.
<b>Legal:</b>	There are no legal implications arising from this report.
<b>Equality:</b>	There are no equality implications arising from this report.
<b>Environmental &amp; Sustainability:</b>	There are no environmental implications arising from this report.
<b>Key Priorities:</b>	The CPP activities detailed within this report support the Single Outcome Agreement.
<b>Community Benefits:</b>	There are no community benefit implications arising from this report.

## 5. Consultation

5.1 No consultations were required.



ELMA MURRAY  
Chief Executive

Reference : MR

For further information please contact Morna Rae, Community Planning  
Team Leader on 01293 324177.

### **Background Papers**

None



**North Ayrshire Community Planning Partnership****CPP Board****Minutes of Meeting held on 10 September 2015****Present****Ayrshire College**

Heather Dunk, Principal

**Department for Work and Pensions**

Catriona Morton, District Manager

**Irvine Bay Urban Regeneration Company**

Patrick Wiggins, Chief Executive

**KA Leisure**

Gary Higgon, Chair

**NHS Ayrshire & Arran**

John Burns (Chief Executive)

**North Ayrshire Council**

Willie Gibson (Chair)

Anthea Dickson

Alex Gallagher

Robert Steel

Elma Murray, Chief Executive

**Scottish Enterprise**

Jim Reid, Stakeholders and Networks Director

**Skills Development Scotland**

Katie Hutton, Depute Director, National Training Programme

**Scottish Fire & Rescue Service**

Jim Scott, Area Manager

**Scottish Government**

Stephen Gallagher

**Police Scotland**

Divisional Commander Gillian MacDonald

Chief Inspector Tim Ross

**In Attendance**

Bruce Kiloh (Head of Policy and Planning SPT) Margaret Daly (Graduate Transport Planner, SPT) John Bruce (Councillor, NAC) John Butcher Executive Director (Education & Youth Employment), Iona Colvin (Director of North Ayrshire Health and Social Care Partnership), Marjorie Adams (Programme Manager–Early Intervention &

Prevention), Morna Rae (Community Planning Team Leader), Linda Brough (Policy & Community Planning Officer), Audrey Sutton (Head of Service-Economies and Communities, NAC) Cara Durnie (Ayrshire College) Lisa Thomson (Ayrshire College)

## **Apologies for absence**

Jim Nichols (TSI), Dr Martyn Cheyne (NHS), Dr. John O'Dowd (NHS),

## **Chair**

Councillor Gibson in the Chair.

### **1. Welcome and Apologies**

The Chair welcomed Chris Mulholland, Bobby Alexander and Sean Clarke (West Coast Dads). He also welcomed Cara Durnie (Addictions Officer) and P.C Lisa Thomson (Campus Officer) of Ayrshire College.

### **2. Minutes of Previous Meeting**

The Minutes of the CPP Board meeting of 11 June 2015 were approved.

### **3. Matters Arising from Minutes**

All items were either completed or included in the agenda.

### **4. Presentation- The West Coast Dads**

A short talk was given by Chris Mulholland, Bobby Alexander and Sean Clarke. They are Dads whose children have links with Springvale Nursery and they have become involved with a parenting group that is based there and have taken part in the Mellow Parenting course. They spoke about the difference that the parenting course had made firstly, by supporting them in developing their relationship with their children; secondly, increasing their awareness of how children develop (e.g. the importance of reading to and with children) and thirdly to build their own personal confidence and local support networks.

The Dads explained how the Mellow Parenting course and the West Coast Dads group had changed their lives.

Board members commended both the presentation and the positive impact made by parenting course. There was discussion on how to promote and extend such programmes and partners offered support to do this. John Butcher will liaise with CP Partners as required.

### **5. North Ayrshire Transport Outcomes Report**

The report demonstrated how SPT's work contributes to local outcomes. The report outlined the context across North Ayrshire and shows the savings to the economy from the zone card. It also outlined the services that are being provided which the local authority helps fund and the capital investment put into North Ayrshire and the range of additional projects that benefit the area due to this.

Councillor Bruce asked that the Board note the continuing improvements outlined on page 11 of the report. A question arose as to whether the funding for the projects was transferrable if services needed to be altered (particularly in line with locality planning). It was confirmed that this is the case.

## 6. Ayrshire College Liaison Officers

The presentation was given by Cara Durnie (Addictions Liaison Officer) and PC Lisa Thomson (Campus Liaison Officer). They provided an overview of the work that they do within the college and how they in partnership to break down barriers with the young people who attend the college and get across key messages. They also provide a valuable support network to students who need it. These posts are unique in Scotland.

They have provided awareness raising workshops to 40% of the students across the college which include topics such as bullying on social media, drugs and alcohol- the myths and keeping safe.

They work with a range of partners such as Women's Aid and Victim Support and have recruited a volunteer from the Alcohol and Drugs Partnership's Recovery at Work group to help present in a meaningful way with practical examples.

The work on a one-to one basis with individuals cases to help and support the student through difficult or traumatic times. Early intervention and support has helped keep students in college who would otherwise have been lost.

Following the presentation Board members asked who else could or should be involved and what else can be done to help. It was suggested that better links with other NHS departments would help. The Principal also pointed out that they are only two people and the college has eight campuses so additional posts would be helpful.

The Board agreed that there is a need to promote this project as it is new and innovative across Scotland.

## 7. Ayrshire College Update

Heather Dunk presented the Annual Report of Ayrshire College's outcome agreement which reflects the priorities from Scottish Government, CPP and other stakeholders and updates the content and evidence base. A report is due on 31 Oct for the funding council. This relates to validation of the college's activity.

Following questions from a Board Member it was advised that this **will be circulated** to Board members for responses and endorsement. There will be no funding increase imminent so work is ongoing to maximise use of resources. There has been an increase in student funds which has helped. The Skills Centre for Excellence has been successful so far with 250 students last year and 330 this year receiving help. The College is now working to improve referral agencies and pathways and working with Team North Ayrshire to improve engagement with employers.

Elma Murray referred to a development half day on 21 October where children's issues will be considered. There will be a focus on mental health. Two or three representatives from the College should be invited to attend. **Marjorie Adams will forward details to the college.**

## 8. Locality Approach Update

Audrey Sutton gave a Locality Approach update. Approval is being sought for the consultation process with communities. Notes from the early engagement workshops would be put onto the website for all to access. The next round of engagement will be used to develop a locality charter and will inform the principles, functions and membership of locality partnerships.

## 9. Fifth Review of Electoral Arrangements

Elma Murray updated the board in relation to the Fifth Review of Electoral Arrangements which will establish the make-up of wards and number of Elected Members. The Commission's proposals do not align to the Locality Approach. North Ayrshire Council has responded to the Commission outlining issues with the Commission's approach.

Therefore, support from partners is sought to respond robustly to this effect to the boundary commission. A letter to all partners **will be circulated for approval** and submitted as a partnership response. Elma Murray has asked to meet with the Commissioner to clarify our requirements. This is likely to be in November. The meeting will include the Leader and Leader of the Opposition to demonstrate commonality of views.

## 10. Scottish Fire and Rescue Service- Fatal Fires Analysis

Jim Scott presented the SFRS report on the two year fatal fire analysis. The gap between Scotland and the rest of the UK is closing. SFRS is looking at instances of preventative and non-preventative to see where they could intervene.

## 11. Draft Children's Services Plan 2016-20

Marjorie Adams presented an update on the development of the Children's Services Plan. Previous work through the Improving Children's Outcome's project has established need. The plan will align to the Health and Social Care Partnership Strategic Plan and will be structured around the life course of a child. The finalised plan will be presented to a future Board meeting. **Marjorie will include Heather Dunk** from Ayrshire College to input to the plan.

## 12. Police Plan Consultation

Gillian McDonald updated the board on the Police Plan consultation. The consultation is to consider what issues should be included at a local level for delivery and where Police Scotland can make better impact. This is an opportunity for collaboration especially around prevention and to identify best practice. There is a need to extend more services to the areas which face most challenges but also must consider how to be more effective.

Councillor Steele clarified that the localism Police Scotland are looking at fits with the CPP Locality Approach. This was agreed.

## 13. SOA Risk Register and Annual Report

Linda Brough presented the SOA Risk Register explaining that there had been extensive partnership input following SMT recommendations and consultation with NAC risk management team to ensure it is robust. The risks are at the highest level and apply to all partners. **The Board approved** the Risk Register.

Linda Brough updated the Board on the development of the SOA Annual Report. **It was agreed** that the board would provide feedback and comment via email before it is submitted to Scottish Government at the end of September.

#### 14. Chairs reports:

a) Healthier North Ayrshire Councillor Dickson advised that NHS Ayrshire and Arran and NAC agreed to participate in a West of Scotland Health and Social Care Integrated Travel Hub. Iona Colvin attended the first meeting in June. SPT are now appointed as consultant.

The Care at Home review has been given the go ahead. At the IJB on 4 June members approved investment of £2m to it. This will help the partnership secure vital caring jobs to grow capacity.

In discussion, Board members highlighted that our IJB has been one of the first established and progress is being made while other areas are still having some issues with governance. All 3 Ayrshires are progressing well and creating rules as they go as they are in unchartered territory. In North Ayrshire the Mental Health agenda is creating a bond.

b) Safer North Ayrshire Tim Ross highlighted that the shadowing programme has begun and Mo Boyle participated with Brenda Walker from Adult Protection.

Safe-T in the Park took place and over 3,000 people attended. The event was successful with many partners attending.

Work between Angela Morrell's team and Police Scotland has been taking place around engaging young people.

c) Children's Services Strategic Partnership John Butcher advised that there are challenges around finances as the strategy includes children of all ages not just early years. Work is now on-going around Primary School age and with Skills Development Scotland and Ayrshire College on positive destinations.

Educational Attainment Challenge funding was received. We were one of only 7 local authorities to achieve this. This funding will help take forward the work around children and young people.

**The next meeting of the CPP Board is 3 December 2015 at 10.30am within the Council Chambers, Cunninghame House, Irvine.**



**Ardrossan and Arran, Saltcoats and Stevenston Area Committee Meeting: 1 September 2015 – 25 October 2015.**

**1. Incidents Overview :**

- 116 Incidents over the reporting period which is in line with the last reporting period:
  
- Ardrossan: 37 Incidents in total / 14 Fires / 6 Special Service / 15 UFAS / 2 malicious calls.
- Saltcoats: 25 Incidents in total / 10 Fires / 1 Special Service / 14 UFAS.
- Stevenston: 50 Incidents in total / 26 Fires / 5 Special Services / 17 UFAS / 2 malicious calls.
- Arran: 4 Incidents in total / 1 Fire / 1 Special Service / 2 UFAS.
  
- 48 Incidents, Unwanted Automatic Fire Alarm (UFAS) – New SFRS Policy implemented 1<sup>st</sup> December to identify route causes and reduce UFAS in the future.
- 51 Fires. Mostly Secondary Fires (Refuse). Code 4 Fires which are Fires extinguished prior to arrival of Fire Service.
- 13 Special Services / No RTC within this reporting period / Assist elderly persons that have fallen / Open door for Paramedics / flooding.

**Analysis:**

**2. Fires of note as follows:**

- Stevenston – Dwelling Fire – Roof Space / 1 casualty / PDIR.
- Stevenston – Dwelling Fire – Cooking / PDIR.
- Saltcoats – Dwelling Fire – Cooking / PDIR.
- Saltcoats – Dwelling Fire – Cooking / PDIR.
- Saltcoats – Dwelling Fire – Cooking / PDIR.
- Saltcoats – Garage Fire / PDIR.
- Saltcoats – Community Hostel / Code 4 / Wilful Fire-raising / PDIR.
- Saltcoats – Garage Fire / PDIR.
- Ardrossan – Garage on fire spread to dwelling / 2 casualties / PDIR.
- Ardrossan – Dwelling Fire – Cooking / PDIR.
- Ardrossan – Dwelling Fire – Gas Fire / PDIR.

### 3. Community Safety:

- **PDIR** - carried out after every domestic incident from 1 April 2014. During this reporting period 23 PDIR have been carried out resulting in a further 13 HFSV being carried out.
- **HFSV** - Increased challenges of high risk referrals for HFSV and provision of fire retardant bedding. Community Action Teams (CAT) currently carry out any HFSV that are high risk. During this reporting period a total of 65 HFSV have been carried out.
- **Prevention First** – Daily scrutiny paper for suspected malicious / anti-social events reported to Police Scotland.
- **Autumn TAP** – Runs from 9 October – 13 November.

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## NORTH Ayrshire Council

### Agenda Item 6

12 November 2015

#### Ardrossan and Arran, Saltcoats and Stevenston Area Committee

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**Title:** Arran Economic Group

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**Purpose:** To inform Members of progress with the formation a new Partnership for taking forward economic development on Arran.

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**Recommendation:** It is recommended that Members note the work of the Arran Economic Group including the appointment of an Arran Development Director.

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### 1. Executive Summary

- 1.1 The Brodick Harbour Redevelopment Group (BHRG) was set up in June 2013 to secure the implementation of proposals to upgrade the harbour, to deliver this in a single phase of construction and to secure maximum economic benefit to Arran. These proposals will commence in the short term on appointment of a contractor by Caledonian Maritime Assets Ltd (CMAL) who are currently considering tender submissions.
- 1.2 There are a number of wider benefits which may emerge from the implementation of the harbour redevelopment proposals and the recent introduction of Road Equivalent Tarrif to the Island. The BHRG therefore started to identify how wider economic benefit for Arran may be secured, to widen the scope of the group and to seek greater representation from Arran businesses. This paper provides and update on the approach to community and business liaison through the Arran Economic Group (AEG).

### 2. Background

- 2.1 The implementation of the Harbour redevelopment proposals will be a significant boost to the economy of Arran, with the implementation of the proposals in a single phase projected to deliver GVA of £39.6m over a 25 year period. The development of the project in a single phase had been in doubt prior to the formation of the BHRG.

2.2 However, given the commitment of the Council including a financial commitment of £1.2m and the additional finance secured from the Coastal Communities Fund, it was announced in July 2014 that funding had been secured to undertake the work in a single phase of construction. Work is projected to start on appointment of a contractor in late 2015.

2.3 While the main original objective of the BHRG has therefore been met, a number of wider opportunities for economic development were identified by the group, as well as the need to build on the momentum and positive working relationships established through the BHRG. This process commenced with consultation events attended by local businesses, Visit Arran, North Ayrshire Council and Highlands and Islands Enterprise (HIE) in December 2014 and April 2015.

2.4 This led to the development of an economic action plan for Arran. Arran makes a major contribution to the North Ayrshire economy and the aspiration is to position it as a 'world class island'. The economic plan focuses on the following key headings:

Infrastructure:

- Responding to Road Equivalent Tarrif;
- New ferry vessel
- Harbour redevelopment
- Connectivity (mobile and broadband)
- Transport investment plan
- Utilities (resilience and supply)

Visitor Economy:

- Destination management
- Feasibility Study on marine leisure
- Assessment of the viability of attracting the cruise ship market

Business Support:

- Skills plan
- Tailored business support
- Broadening the business base

Land and Property:

- Housing study driven by economic need and opportunity
- Analysis of commercial development land
- Redevelopment of existing ferry terminal

2.5 These will be taken forward by identified partners in line with a short summary of what the action involves, how it will be implemented and by when. The group will also measure success against an agreed set of measures.

### 3. Proposals

- 3.1 Membership of the AEG includes North Ayrshire Council, Scottish Government, Arran Community Council, Caledonian Maritime Assets Ltd, Visit Arran, Highlands and Islands Enterprise and representatives from the local business community. It is proposed that the group meets on a quarterly basis to monitor the implementation of the economic plan.
- 3.2 The first meeting of the AEG in June 2015 agreed to the appointment of a Development Director responsible for the management and delivery of the Arran Economic Plan. The Director will be appointed on a two year contract with the potential to extend this for a further year subject to a review of progress. The post will be funded jointly by North Ayrshire Council and Highlands and Islands Enterprise. Interviews for the post took place on 22 October 2015, with a view to an appointment prior to the next meeting of the AEG on 26 November 2015.
- 3.3 It is proposed that Members note the work of the Arran Economic Group including the appointment of an Arran Development Director.

### 4. Implications

<b>Financial:</b>	The appointment of an Arran Development Director will be funded jointly by North Ayrshire Council and Highlands and Islands Enterprise. The cost will be confirmed on appointment of a candidate and agreement on salary, however this will be at a maximum cost of £25,000 per annum to NAC. The post will be funded from existing Economic Growth budgets for an initial period of two years.
<b>Human Resources:</b>	The Arran Development Director will be appointed by Visit Arran.
<b>Legal:</b>	There are no legal implications arising from the report.
<b>Equality:</b>	There are no equality implications arising from the report.
<b>Environmental &amp; Sustainability:</b>	There are no environmental or sustainability implications arising from the report.
<b>Key Priorities:</b>	This proposal supports the Council Plan core priority 1 – ‘Growing our economy, increasing employment and regenerating towns.’
<b>Community Benefits:</b>	There are no community benefit implications arising from the report.

## 5. Consultation

- 5.1 Consultation has been undertaken with local Arran businesses, and through the AEG including Caledonian Maritime Assets Ltd, Visit Arran, Highlands and Islands Enterprise and Transport Scotland.



KAREN YEOMANS  
Executive Director (Economy and Communities)

### Reference :

For further information please contact Alasdair Laurenson, Team Manager  
Regeneration on 01294 324758

### Background Papers

None

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**NORTH AYRSHIRE COUNCIL**

**Agenda Item 7**

**12 November 2015**

**Ardrossan and Arran, Saltcoats and Stevenston  
Area Committee**

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**Title:** **Sustainable Waste Management - Arran**

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**Purpose:** To inform the committee of progress being made in developing a suite of sustainable waste management options for Arran.

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**Recommendation:** That the Committee notes the progress being made in developing a suite of sustainable waste management options for Arran.

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**1. Executive Summary**

- 1.1 The Council's agreed Waste Management Strategy for the period 2012 to 2016 contains a number of key actions for the development of services across North Ayrshire to meet the targets and objectives of the Zero Waste Plan, Scottish Government's national waste agenda.
- 1.2 The strategy included an action to develop a business case to evaluate the provision of a community composting facility on Arran, in order to contribute to longer term sustainable waste management arrangements for Arran.
- 1.3 Advisory support was received through Zero Waste Scotland to carry out an options appraisal study to identify and assess the wider range of options for the sustainable management of waste on Arran. In addition, a comprehensive compositional analysis of existing waste streams on the island has been carried out which highlighted that currently only approximately 22% of Municipal Solid Waste (household and commercial) is being recycled. The analysis further identified that significant levels of potentially recyclable materials are being disposed of via the existing grey bin residual waste service.

- 1.4 Overall household waste recycling performance in North Ayrshire does however continue to be amongst the highest in Scotland. Across North Ayrshire, we recycled 56.5% of all household waste during 2014. The Council area is currently ranked 2<sup>nd</sup> equal across Scotland based on the publication of the 2014 calendar year national recycling figures by SEPA. There is therefore significant scope to further improve overall recycling performance across North Ayrshire by developing appropriate sustainable waste management options for Arran.
- 1.5 The options appraisal carried out with Zero Waste Scotland identified a list of potential projects to consider in consultation with stakeholders. These have been further developed and have formed the basis of the specific waste management proposals detailed below:-
- Establishment of the reuse exchange through promoting the recently developed Council wide WARP-It online reuse portal which is available free to all charities and community groups;
  - Exploring partnership working opportunities with the existing reuse organisations on the island;
  - Redevelopment of the Brodick Waste Transfer Station to construct a new Household Waste Recycling Centre funded through a grant from Zero Waste Scotland;
  - Exploring partnership working opportunities to develop a community windrow composting initiative for garden waste;
  - Making further improvements to “Recycling on the Go” on Arran by introducing an additional 10 recycling points including an additional 4 banks for textiles, supported by a promotional campaign;
  - Implementation of a new waste awareness campaign that has been developed called “Right Stuff Right Bin” to promote and encourage higher participation levels in the co-mingled dry recycle (CDR) service and to assist in reducing the contamination within the blue bin;
  - Carry out a targeted waste awareness campaign to promote the prevention and reduction of food waste on the island. In addition work will take place to encourage businesses that produce large amounts of food waste to explore opportunities for the in-vessel composting and digestion of food waste at their own premises;
  - Investigate the potential to install a weigh bridge facility at the Brodick Transfer Station to allow accurate waste data to be captured;
  - Carry out a review of potential logistical options to improve the efficiency of the transfer of waste from Arran to the main land; and
  - Assess potential options to further increase the reuse and recycling of waste from Arran as part of the development of the Council’s Waste Management Strategy 2016 – 2021.

## 2. Background

2.1 The services currently available to residents on Arran consist of:-

Domestic collection service consisting of:-

- An alternate weekly collection of residual waste and dry recyclables (cans, plastic bottles, glass, paper, card and cardboard) (blue bin);
- The provision of nine “recycling on the go” facilities situated around the island to allow residents and visitors to recycle a large range of recyclable materials when on the go in Arran;
- A chargeable service for the collection of bulky household domestic items; and
- A waste transfer station is provided in Brodick which can be accessed on an appointment basis for residents to deposit general waste, bulky waste, garden waste and recyclables free of charge.

The chargeable services that are available to businesses include:-

- A collection of residual waste and commingled dry recyclables (cans, plastics, paper, card/cardboard, glass), which are uplifted up to three times per week; and
- The ability to direct deliver their residual waste, bulky waste, garden waste and recyclables to the waste transfer station in Arran.

2.2 The Scottish Government’s Zero Waste Plan and the Waste (Scotland) Regulations 2012 include derogation from the requirement to introduce separate food waste collections in rural areas such as Arran, due to it not being technically, environmentally or economically practicable. However, where food waste collections are not provided there is a requirement to promote actions to prevent food waste and/or home/community composting.

2.3 The Council’s Waste Awareness Team provides guidance and support to residents to encourage them to firstly reduce their waste and to reuse and recycle more of the waste they generate through promotion of the “Recycle for North Ayrshire” branding. The team, supported by the Corporate Communications Team, produce clear and concise literature and leaflets to encourage high levels of recycling.

2.4 To assist in the development of further appropriate sustainable waste management options for Arran, the Council received advisory support through Zero Waste Scotland to carry out a study to identify and assess potential additional opportunities.

- 2.5 The study considered the options for a range of waste streams on the island that require a long-term sustainable solution, including some waste streams that are not the responsibility of the Council to manage, such as 'end of life vehicles' and animal by-products.
- 2.6 The study included stakeholder engagement workshops (householders and businesses) to discuss a range of topics relating to the sustainable management of all wastes on the island to identify key waste streams and priorities and to assess potential options for local communities and businesses to work in partnership.
- 2.7 A number of break-out sessions were organised at the workshops to discuss specific areas of interest which included:-
- Re-use and repair;
  - The treatment of organic wastes including household and commercial; and
  - Larger-scale processes (for soils, timber, residual waste and end-of-life vehicles).
- 2.8 Following the stakeholder engagement and consultation phases of this review a long list of options was developed, from which seven short-listed options were chosen for further scoping and development.

2.9 The seven short-listed options are detailed in Table 1 below:-

<b>Table 1 - Arran Waste Options Appraisal Short-list</b>		
<b>Option</b>	<b>Description</b>	<b>Estimated Capital Costs / Tonnage Diverted</b>
Re-use initiative / exchange forum	Set up a new or promote existing on-line exchange forum and explore non-internet channels	Qualitative assessment. Tonnes not assessed.
Reuse shop	Establishment of a retail outlet that could include furniture repair on site	Qualitative assessment. Tonnes not assessed,
Dry processing of soils	Dry processing of soils potentially using mobile equipment to produce low grade products	Qualitative assessment. Tonnes not assessed.
HWRC development	Development of the site adjacent to the current transfer station to allow segregation of materials and the dry storage of bulky items	£459,000 (full scale HWRC development) (144 tonnes per annum)
Windrow composting	Community composting of green (garden waste) using windrow system	£40,000 (shredder / hard standing) (106 tonnes per annum)
Centralised In-vessel composting (IVC) facility	In-vessel composting of garden waste and food waste	£350,000 (Hotrot system) (440 tonnes per annum)
Small scale composting / digesters	Small scale composting or digestion of food waste for individual businesses or a small collaboration of businesses	£32,000 (A700 Rocket system) (168 tonnes per commercial site per annum)

- 2.10 Further work was undertaken to assess the implementation costs and the potential tonnage which could be diverted from landfill where appropriate. This information is also detailed within Table 1 above.
- 2.11 It is anticipated that the reuse exchange forum can be delivered through the use of the Council's new WARP-It online reuse portal. There are a number of third sector reuse shops on the island that can be approached and potentially supported through a partnership approach to further improving the reuse of bulky items.
- 2.12 In considering waste soils generated on the island, these are currently created in the main through construction and excavation works carried out by the two main contracting companies. This soil is currently reused and recycled where possible with excess soil being used as a capping material for the Brodick landfill site. However a final Closure, Restoration and Aftercare Plan has been requested by SEPA, which will set an end date to the use of soil for restoration material at the landfill site. Following the closure of the landfill site for soil import, soil will be the responsibility of the commercial producers to ensure it is dealt with appropriately on the island.

#### Performance

- 2.13 Household waste recycling performance in North Ayrshire continues to be amongst the highest in Scotland. Across North Ayrshire, we recycled 56.5% of all household waste during 2014. The council is currently ranked 2<sup>nd</sup> equal across Scotland based on the publication of the 2014 calendar year national recycling figures by SEPA.
- 2.14 Despite high recycling performance in North Ayrshire, further opportunities exist to divert more waste from landfill through improving the recycling services available in Arran. Table 2 below shows the Municipal Solid Waste (MSW) (domestic & commercial) tonnage and recycling performance for Arran for 2014/15. As there is no weigh bridge facility in Arran it is not possible to separately calculate the percentage of household waste and commercial waste recycled as this waste is combined at the transfer station.

<b>Table 2 - Arran Municipal @Solid Waste (MSW) Performance</b>	
<b>2014/15</b>	
	<b>Tonnes</b>
<b>Total Waste (MSW)</b>	<b>4,209</b>
<b>Waste to Landfill (MSW)</b>	<b>3,254</b>
<b>Total Recycled (MSW)</b>	<b>955</b>
<b>MSW Recycling Percentage</b>	<b>22.7%</b>

2.15 Table 2 above shows that we are currently only recycling 22.7% percent of the Municipal Solid Waste (MSW) that we receive on Arran from households and businesses. There is a clear opportunity to recycle more household and commercial waste which can contribute to improving the Council's overall recycling performance.

2.16 Two waste compositional analyses were carried out of the kerbside residual household waste (grey landfill bin) collected on Arran and this has helped identify the key recyclables that are being left in the residual household waste. These are organic waste (food and garden), paper and card, textiles, plastics, glass and metals which are show in Table 3 below.

<b>Table 3 - Arran Kerbside Residual Waste Composition</b>	
Food Wastes	20.5%
Garden Wastes	17.6%
Paper and Card	10.9%
Textiles and Footwear	8.2%
Healthcare Wastes	7.8%
Plastic Film	7.3%
Glass Waste	5.5%
Dense Plastic	4.9%
Fines	4.2%
Metal - Ferrous and Non-Ferrous	3.7%
Miscellaneous Non Combustibles	2.6%
Wood Wastes	1.8%
Plastic Bottles	1.6%
WEEE (waste electrical)	1.4%
Miscellaneous Combustibles	1.2%
Hazardous Wastes	0.9%
Tyres	0.0%
<b>Total</b>	<b>100%</b>

- 2.17 On analysis of the kerbside residual bin (grey bin) composition shown in Table 3 above, there is a significant amount of recyclable materials (33.9%) that can be recycled using the existing comingled recycling service (blue bin). Items like paper and card, plastic film, glass, dense plastic, plastic bottles and metal cans can be accepted at present in the blue bin. Textiles and footwear (8.2%) can be reused and recycled through the existing charity shops and through the textile banks that are located on the island. Waste electrical items (1.4%) and hazardous wastes such as batteries and oil (0.9%) can be taken to the waste transfer station at Brodick. Further communication is therefore required to promote the use of the existing recycling services on the island. The development of a new Household Waste Recycling Centre at Brodick will allow the additional separation of garden waste, wood and metals to take place from 2016.
- 2.18 An amount of food waste (20.5%) was found in the residual waste bin, predominantly due to there being no collection of food waste on the island as the Waste (Scotland) Regulations 2012 include derogation from the requirement to introduce separate food waste collections in rural areas such as Arran, due to it not being technically, environmentally or economically practicable. Some businesses already compost and digest their own food waste through the use of small in-vessel composting/digestion units.
- 2.19 Since the study some changes to improve access to recycling services on Arran have already been implemented. An improvement to public access arrangements to the existing recycling facilities available at the Brodick waste transfer station was implemented through changing the pre-booking system to allow same day access rather than access being the day after booking.
- 2.20 New and improved “recycling on the go” facilities were also introduced to allow residents and visitors to recycle a larger range of recyclable materials when on the go in Arran. Newspaper adverts were placed in the local paper and information leaflets were also produced and made available on the ferries, at the ferry terminal and at the local office.
- 2.21 The WARP-It online reuse portal has recently been implemented which will encourage the reuse of furniture and other consumables across council services in Arran and will also be used to promote and encourage reuse to a range of community partners.
- 2.22 Initial discussions have taken place with the environmental community group Arran Eco Savvy to identify their level of interest in possible partnership working opportunities on the island in relation to reuse and community composting.

## National Waste Policy

2.23 The Scottish Government set up a Zero Waste Taskforce in December 2013 to progress the Zero Waste agenda in Scotland and to set out the potential for national and local economic opportunities from a circular economy programme. The key work streams of the task force have been refined into 3 broad themes by a Programme Board consisting of officers of SOLACE, COSLA, Scottish Government and Zero Waste Scotland, these themes are:

- Promoting the Circular Economy;
- Optimising Participation and Collections; and
- Managing Market Risks and Opportunities.

2.24 Scottish Government has recently published a “Charter for Household Recycling in Scotland”. The Charter seeks to establish more consistent waste management practices across Scotland to encourage higher quality of recyclate to stimulate economic growth. This is a key output from the work of the Zero Waste Taskforce. An associated Code of Practice is currently being developed by representatives from local authorities and Zero Waste Scotland to determine and agree areas of best practice for inclusion in the guidance. Any service implications or opportunities that arise from the publication of the associated Code of Practice to the Charter for Household Recycling in Scotland will be considered when developing the Council’s Waste Management Strategy 2016 – 2021.

### **3. Proposals**

3.1 Following assessment of the seven short-listed options from the study it is proposed that the following four options be developed:-

- Establishment of the reuse exchange through promoting the use of the WARP-It online reuse portal;
- Exploring partnership working opportunities with the existing reuse organisations on the island;
- Redevelopment of the Brodick Waste Transfer Station to construct a separate area within the site to act as a Household Waste Recycling Centre. This will be funded through a £150,000 grant awarded by Zero Waste Scotland; and
- Exploring partnership working opportunities to develop a windrow composting initiative for the recycling of garden waste through a community led solution.

- 3.2 Due to the significant cost of developing an in-vessel composting facility and the derogation from the requirement to introduce separate food waste collections in rural areas such as Arran, due to it not being technically, environmentally or economically practicable, it is proposed that this option is not progressed at this time, however work will commence to develop a bespoke waste awareness campaign to promote the prevention and reduction of food waste on the island. In addition work will take place to encourage businesses that produce large amounts of food waste to explore opportunities at their own premises for the in-vessel composting and digestion of their food waste.
- 3.3 Analysis of the waste performance and composition data for Arran has identified that additional improvement actions are also required. The following additional actions are therefore proposed:-
- Making further improvements to “Recycling on the Go” on Arran by introducing an additional 10 recycling points including an additional 4 banks for textiles, supported by a promotional campaign. This is being funded through a £10,000 grant awarded by Zero Waste Scotland;
  - Implementation of a new waste awareness campaign that has been developed called “Right Stuff Right Bin” to promote and encourage higher participation levels in the co-mingled dry reyclate (CDR) service and to assist in reducing the contamination within the blue bin;
  - Review the potential to install a weigh bridge facility at the Brodick Transfer Station to allow accurate waste data to be captured for household and commercial waste to inform future waste strategy; and
  - A review will be carried out relating to the potential logistical options to improve efficiency of the transfer of waste from Arran to the mainland.
- 3.4 Further additional options to increase the reuse and recycling of waste from Arran will be assessed as part of the development of the Council’s Waste Management Strategy 2016 – 2021.

#### 4. Implications

<b>Financial:</b>	£150,000 has been secured through a grant award from Zero Waste Scotland to construct an HWRC within the Brodick Transfer Station. £10,000 has been awarded by Zero Waste Scotland to implement additional “Recycling on the Go” facilities on Arran.
<b>Human Resources:</b>	There are no significant human resource implications at this time.
<b>Legal:</b>	The development of a Waste Management Strategy for Arran will assist in the achievement of statutory targets in respect of recycling and landfill diversion.
<b>Equality:</b>	There are no equality implications.
<b>Environmental &amp; Sustainability:</b>	<p>The completed strategy for Arran will have a positive impact upon the environment in three ways:</p> <ul style="list-style-type: none"> <li>● Reduction in the amount of waste disposed of at landfill;</li> <li>● Increase in recycling of materials reducing the need to access virgin materials; and</li> <li>● Increase in the re-use of materials reducing the impact of re-processing and the use of virgin materials.</li> </ul>
<b>Key Priorities:</b>	The development of the Arran Waste Strategy and subsequent implementation will contribute towards the achievement of a number of key council priorities and objectives.
<b>Community Benefits:</b>	Delivery of improved reuse and recycling services supports a range of community benefits within Arran.

## 5. Consultation

- 5.1 Initial consultation with Zero Waste Scotland, the Scottish Environment Protection Agency (SEPA) and other key stakeholders on Arran has informed the key issues and work streams to be considered as part of the development of sustainable waste management options for Arran. Consultation with key stakeholders, including Zero Waste Scotland and local community organisations and businesses will continue as the proposed actions are further developed and implemented.



CRAIG HATTON  
Executive Director (Place)

Reference : CH/RM

For further information please contact David Mackay, Waste Services  
Manager on 01294 541525

### **Background Papers**

None

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**NORTH AYRSHIRE COUNCIL**

**Agenda Item 8**

**12 November 2015**

**Ardrossan and Arran, Saltcoats and Stevenston  
Area Committee**

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**Title:** **Winter Service and Weather Emergencies Plan  
2015**

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**Purpose:** To advise the Area Committee of the Roads Winter Service and Weather Emergencies Plan 2015, in support of the Council's statutory duties under the Roads (Scotland) Act 1984.

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**Recommendation:** That the Area Committee notes (a) the Roads Winter Services and Weather Emergencies Plan 2015; and (b) the continued development and improvement in the winter service.

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**1. Executive Summary**

- 1.1 North Ayrshire Council has a statutory obligation, under Section 34 of the Roads (Scotland) Act 1984, to take such steps as it considers reasonable to prevent snow and ice endangering the safe passage of pedestrians and vehicles over public roads, which by definition includes carriageways, footways, footpaths, pedestrian precincts, etc.
- 1.2 In its statutory role as the local Roads Authority, the aim of North Ayrshire Council in respect of its winter service and weather emergencies is to:-
- provide a standard of service on public roads which will permit safe movement of vehicular and pedestrian traffic appropriate to the prevailing weather conditions;
  - establish a pattern of working which will keep delays, diversions or road closures to a minimum during adverse weather conditions; and
  - conduct operations having regard to the requirements of the Health & Safety at Work Act 1974 and any other relevant enactments.

- 1.3 The Council has no responsibility for the treatment of the following trunk roads:
- A78 full length from Meadowhead roundabout, Dundonald to Inverclyde boundary at Skelmorlie;
  - A737 Dalry Road, Kilwinning to Renfrewshire boundary; and
  - A738 Byres Road, Kilwinning to Pennyburn roundabout.
- 1.4 All winter gritting and snow clearing operations on trunk roads are the responsibility of Scotland Transerv. The Council's Roads Service liaises on a regular basis with the trunk road operator during periods of adverse weather in order to provide the best possible seamless service to the travelling public.
- 1.5 The Council is also responsible for the management and operation of the coastal flood prevention schemes at Largs and Saltcoats. The Council will close the flood gates on the promenades and erect the flood barriers at Largs Pier in advance of predicted severe weather, with minimum disruption to promenade users and the Largs to Cumbrae ferry. Coastal flooding can occur at any time and, accordingly, the Council provides this service throughout the year.
- 1.6 A review of the Council's Winter & Weather Emergencies Service is undertaken annually over the summer months with any service improvements recorded on the Winter Action Plan (Appendix 1). Any service improvements are also incorporated into the revised Roads Winter Service and Weather Emergencies Plan 2015 for approval (Appendix 2).

## **2. Background**

- 2.1 The updated Winter Action Plan highlights a number of key areas where change and/or improvement is ongoing or planned:-
- route prioritisation/levels of service (including footways);
  - salt supply resilience, storage and capacity;
  - fleet and equipment requirements;
  - grit bins/community resilience;
  - communications;
  - operational controls; and
  - performance management.

- 2.2 Whilst the Council's primary focus is on our Priority Network, our communities have an expectation of wider assistance during extreme weather, for example in and around schools, in residential streets, car parking areas, etc. There are over 400 grit bins provided on the road network. Salt is also available from a number of supply points throughout the Council area. An information leaflet has been published and has been distributed throughout the Council area. Weather forecast information and details of planned winter treatments are posted on the Council's website. In addition details of disruption to the road network caused by adverse weather is also posted on the website.
- 2.3 Priority 1 and Priority 2 routes - covering 66% of the total network - were reviewed and rationalised prior to the 2013/14 winter season and remain unchanged for 2015/16.
- 2.4 The remaining 34% of the road network, comprising of minor rural and residential roads, is covered by Priority 3 routes. Details of our priority gritting routes are available on the Council's website at:- <http://www.north-ayrshire.gov.uk/resident/roads-and-travel/winter-gritting.aspx>
- 2.5 Priority 1 routes will be treated on receipt of an adverse weather forecast, as detailed in the decision making matrix contained in Appendix C of the Winter Service and Weather Emergencies Plan 2015.
- 2.6 Priority 2 routes will be treated in addition to Priority 1 routes when sub-zero temperatures are forecast to extend beyond midday and will be treated following completion of Priority 1 routes. Generally the treatment of Priority 2 routes will commence at 8.00 am, however appropriate treatment may be instructed at any time depending on conditions.
- 2.7 Priority 3 routes will generally only be treated following severe weather or when sub-zero conditions are forecast to continue over an extended period. They will be treated as resources permit only after all Priority 1 and Priority 2 routes are clear unless it is identified as an emergency.
- 2.8 Brine spraying will be carried out in Irvine and Kilwinning town centres' public realm. Priority footway routes have been reviewed and arrangements have been made with Streetscene to assist with the treatment of priority footways over the winter season. Stand-by arrangements are also in place with Streetscene to cover at weekends from 28 November 2015 through to 7 February 2016 and over the festive holiday period.

- 2.9 Last winter season approximately 8,500 tonnes of salt was used to treat the road network, compared to approximately 4,400 tonnes of salt during the winter of 2013/14. For winter 2015/16 7,000 tonnes of salt will be stored at our Goldcraigs depot and 1,600 tonnes at our Market Road depot on Arran, complying with the salt stock levels agreed with the West of Scotland Regional Resilience Partnership (WoSRRP). In addition salt will be distributed to Streetscene depots to assist with the treatment of footways. Salt usage will be monitored weekly and stocks will be augmented if necessary.
- 2.10 Grit bins will be replenished to allow communities to self-help during periods of adverse weather and these will be replenished when necessary over the winter period.
- 2.11 Similar to last winter information on weather forecasts, winter treatment decisions and any road closures due to adverse weather will be provided on the Council website.
- 2.12 A pre-winter planning meeting was held with Managers from across Council Services on 1 October 2015. This meeting was held to ensure Services are taking the necessary steps to prepare for the potential severities of winter weather.
- 2.13 A planning exercise known as the 'dry run' was carried out on 9 October 2015 (mainland) and 21 October 2015 (Arran) to check our preparedness for the forthcoming winter season.
- 2.14 The weather station on the A760 at Catburn, between Largs and Kilbirnie, has been upgraded for this winter season and a camera has been installed to assist Winter Controllers and Supervisors in monitoring weather conditions.

### **3. Proposals**

- 3.1 The the Area Committee is asked to note the Winter Service and Weather Emergencies Plan 2015 and to note the continued development and improvement in the winter service.

#### 4. Implications

<b>Financial:</b>	Budget provision is in place to deliver the plan.
<b>Human Resources:</b>	Training has been provided to appropriate staff to ensure they are prepared for the forthcoming winter season.
<b>Legal:</b>	The Council has a statutory obligation under Section 34 of the Roads (Scotland) Act 1984 "to take such steps as they consider reasonable to prevent snow and ice endangering the safe passage of pedestrians and vehicles over public roads".
<b>Equality:</b>	There are no equality implications.
<b>Environmental &amp; Sustainability:</b>	There are no environmental implications.
<b>Key Priorities:</b>	Delivery of the winter service supports a range of priorities in the Council Plan, particularly in 'helping all of our people to stay safe, healthy and active'.
<b>Community Benefits:</b>	Delivery of the winter service will directly benefit our communities by ensuring that the local road and footpath network is kept clear of snow and ice and thus enabling normal day to day activity to continue.

## 5. Consultation

- 5.1 Consultation regarding preparations for the forthcoming winter season and the development of the Winter Action Plan has taken place with The Ayrshire Civil Contingencies Team, Transport, Streetscene, Waste Services, Communications, Customer Services, Social Services, Education, Housing, Criminal Justice, suppliers and external organisations.



CRAIG HATTON  
Executive Director (Place)

Reference : YB/JS/RH

For further information please contact Joe Smith, Senior Manager (Roads and Transportation), on Telephone 01294 324865

### **Background Papers**

None

**PHYSICAL ENVIRONMENT - 2015/16 WINTER ACTION PLAN**

<b>Service Improvement Action</b>	<b>Existing Operation</b>	<b>Proposed Action</b>	<b>Timescale</b>	<b>Progress</b>
<b>1.0 Policies, Procedures &amp; Guidance</b>				
1.1 Review Existing Policy and Procedures document	Winter and Weather Emergencies Procedures and Resources Document reviewed on annual basis	Review annually after each Winter Period	October 2015	Complete
<b>2.0 Review of Existing Winter Maintenance Operations</b>				
2.1 Existing Priority Gritting Routes	Priority 1 route rationalised in 2013 to 49% of network, approximately 500km.	No changes proposed.	October 2015	Complete
2.2 Non-Priority Routes	The network is divided into 3 priorities with level of service being identified from the LTS. Priority 1 routes are treated as a precautionary measure. Priority 2 routes which cover an additional 17% of road network are treated when freezing conditions are forecast to extend beyond midday.	Develop Priority 3 routes for the remainder of road network.	October 2015	Complete
2.3 Footway Gritting	Formal arrangement with Streetscene for assisting with reactive delivery of the winter service.	Introduce record keeping for footway routes.	October 2015	Complete
2.4 Assistance from outside parties.	Formal arrangement in place with local contractors and farmers to assist in the event of extreme weather condition.	Review annually	October 2015	On target

<b>Service Improvement Action</b>	<b>Existing Operation</b>	<b>Proposed Action</b>	<b>Timescale</b>	<b>Progress</b>
2.5 Gritting of other Council and additional locations.	Education and Housing have arrangements in place with Streetscene and Community Justice for assistance with snow clearing.	Review arrangements annually. Provide Education with estimate for gritting school car parks.	October 2015	On target
2.6 Brine Spraying in town Centre locations	Irvine and Kilwinning Town centre public realm treated with brine proactively throughout winter period	Review annually	October 2015	Complete
<b>3.0 Winter Gritting Fleet</b>				
3.1 Winter Gritting Fleet	The gritting fleet comprise 11 No. 18 tonne Econ Uni-Bodies and 3 No 7.5 Tonne Econ Uni-Bodies.	Vehicles to be serviced and gritter units to be calibrated.	October 2015	Complete
<b>4.0 Operational Controls</b>				
4.1 Weather forecast provision	The Council's weather forecast service is currently procured by means of a collaborative contract with 12 other Local Authorities from 2010 – 2016	Current contract ends on 15 <sup>th</sup> May 2016. Working group now established to prepare future contract.	May 2016	On target
4.2 Ice Prediction methods	North Ayrshire Council has two weather stations installed on the road network and has access to a further two weather stations with the Council area, provided by Transport Scotland, on the trunk road network. We also have access to a number of additional weather stations on our neighbouring authorities road network.	Propose to upgrade weather station on A760 and introduce camera for improved monitoring. Propose to upgrade weather station and introduce camera on B880 String Road Arran for next winter season.	October 2015	On target

<b>Service Improvement Action</b>	<b>Existing Operation</b>	<b>Proposed Action</b>	<b>Timescale</b>	<b>Progress</b>
4.3 Winter Gritting Records	Records of winter instructions and operations recorded on Manager winter roads management system during 2014/15.	Continue to record roads winter actions on Manager - Winter Roads Management System. Introduce record keeping for footway treatments undertaken.	October 2015	On target
4.4 Business Continuity	The provision of Winter and Weather Emergencies Procedures and Resources document is included within the Business Continuity Plan.	Review Business Continuity Plan.	Review Annually	On target
<b>5.0 Salt</b>				
5.1 Salt Storage	Salt stock starting level 7500 tonnes on the mainland and 1600 tonnes on Arran providing 46 days heavy salting resilience.	Ensure salt stock complies with Scottish Government resilience levels prior to the onset of the winter season.	Review Annually	On target
5.2 Salt Distribution	Procedure implemented for salt distribution throughout Council Services in place at Depot.	Review and ensure all staff know procedures annually.	Review Annually	Complete
<b>6.0 Communication</b>				
6.1 Information available to Members, Council Services, general public and other stakeholders	Weather forecasts and winter decisions distributed across Services.	Present report to Area Committees.	Nov/Dec 2015	On target
	Roads winter gritting decision posted on Council Website.	Continue to provide information on the council website.	Review Annually	On target
	Details of any road closures due to adverse weather posted on Website.	Monitor effectiveness of information provided on the Council website.	Review Annually	On going
	Provide Winter Advice Leaflet at Council Offices	Promote Roads Winter Service during Customer Services Week and Ready for Winter campaign.	October 2015	On going

<b>Service Improvement Action</b>	<b>Existing Operation</b>	<b>Proposed Action</b>	<b>Timescale</b>	<b>Progress</b>
<b>7.0 Measuring Performance</b>				
7.1 Monitor performance of winter actions	Performance is currently measured using APSE Performance indicators which measure efficiency in relation to documented procedures. Winter Survey carried out in October 2013.	Review annually	October 2015	On target
7.2 Monitor performance on individual routes	Routes reviewed in 2013 to optimise efficiency.	Priority 3 routes developed for this winter.	October 2015	On target
<b>8.0 Training</b>				
8.1 Winter Service Training	Staff trained in delivery of winter service.	Identify training needs of personnel involved with the provision of the winter maintenance service. Arrange appropriate training.	Review Annually	On target
<b>9.0 Health &amp; Safety</b>				
9.1 Toolbox Talks	Toolbox talks are delivered to all personnel engaged in the delivery of the winter maintenance service.	Review toolbox talk at the start of each winter.	Annually	On target



North Ayrshire Council  
Comhairle Siorrachd Àir a Tuath

# **Physical Environment**

## **Roads Winter Service** and **Weather Emergencies Plan**

### **2015 - 2016**

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## 1. INTRODUCTION

North Ayrshire Council has a statutory obligation, under Section 34 of the Roads (Scotland) Act 1984, to take such steps as it considers reasonable to prevent snow and ice endangering the safe passage of pedestrians and vehicles over public roads which by definition includes carriageways, footways, footpaths, pedestrian precincts, etc.

In its statutory role as the local Roads Authority, the aim of North Ayrshire Council in respect of its winter service and weather emergencies is to:-

- (i) provide a standard of service on public roads which will permit safe movement of vehicular and pedestrian traffic appropriate to the prevailing weather conditions;
- (ii) establish a pattern of working which will keep delays, diversions or road closures to a minimum during adverse weather conditions;
- (iii) conduct operations having regard to the requirements of the Health & Safety at Work Act 1974 and any other relevant enactments.

This Plan only relates to the Council's duties as Roads Authority and does not cover the wider response of the Council during winter and other weather emergencies.

North Ayrshire Council has no responsibility for the treatment of trunk roads. From 1<sup>st</sup> April 2001, the contract for management and maintenance of the trunk roads in Scotland has been awarded by the Scottish Government to the private sector. The successful contractor for the South West of Scotland is Scotland TranServ and the roads involved in North Ayrshire are as follows:-

A78 full length from Meadowhead roundabout, Dundonald to Inverclyde boundary at Skelmorlie;

A737 Dalry Road, Kilwinning to Renfrewshire boundary;

A738 Byres Road, Kilwinning to Pennyburn roundabout.

All winter gritting and snow clearing operations on these roads will be the responsibility of Scotland TranServ. North Ayrshire Council's Physical Environment (Roads & Transportation) and Scotland TranServ liaise on a regular basis during periods of adverse weather in order to provide the best possible service to the travelling public.

North Ayrshire Council is also responsible for the management and operation of the coastal flood prevention schemes at Largs and Saltcoats. The Council will close the flood gates on the promenade and erect the flood barriers at Largs Pier in advance of predicted severe weather with minimum disruption to promenade users and the Largs to Cumbrae ferry. Coastal flooding can occur at any time and, accordingly, the Council will provide this service throughout the year.

In the event of extreme weather similar to that which was experienced on Arran late March 2013 where major disruption affects large parts of the community, a coordinated response is adopted by the Council to ensure public safety. In dealing

with such emergencies, the Police initially lead the emergency or response stage of the emergency. Thereafter, the Council leads the recovery stage. Generally, there are 3 levels of Civil Contingencies response. There is a strategic group at National or Strathclyde wide level, a tactical group at North Ayrshire level and an operational group at local level.

The Ayrshire Civil Contingencies Team (ACCT) act as lead for the Council and implement the Civil Contingencies Plan liaising with all relevant Stakeholders identified within the Plan.

A key role of the Council as a Category 1 responder is to plan for such Civil Contingencies. In August 2014, the ACCT undertook Exercise Ayrshire Polar Storm to test the resilience within the relevant emergency plans.

## **2. PRIORITIES FOR WINTER TREATMENT**

North Ayrshire Council has defined the priorities for carriageway and footway/footpath treatment as follows:

### **2.1.1 Carriageway Priorities**

Where slush is formed, this shall be removed as soon as practicable to avoid the risk of rutting should there be a further significant fall in road temperatures which might result in freezing conditions.

### **2.1.2 Carriageway Routes for Proactive Treatment**

Priority 1 – Strategic, Main Distributor and Distributor routes, bus routes and certain pre-determined Secondary Distributor routes identified from the Local Transport Strategy (LTS) will be treated when it is forecast that snow or ice is likely to be present on road surfaces.

Due to the various climatic domains within North Ayrshire the Priority 1 routes may be adjusted to cover either the four pre-determined Inland Routes or two pre-determined High Routes which all currently form part of our existing Priority Network.

Priority 1 gritting routes are available on the Council website (See Appendix A).

### **2.1.3 Carriageway Routes for Reactive Treatment**

- a) **Priority 2** – Remaining Secondary Distributor, local access and residential distributor roads.

Given the presence of ice and snow Priority 2 routes may be treated during normal working hours as resources permit when sub-zero temperatures are forecast to continue beyond midday following completion of Priority 1 routes.

- b) **Priority 3** – The remaining road network including minor rural unclassified routes and remaining residential areas not already covered

Priority 3 routes will be treated as resources permit when sub-zero conditions are forecast to continue over an extended period only after all Priority 1 and Priority 2 routes are clear unless it is identified as an emergency.

#### 2.1.4 Carriageway Routes for Snow Clearance

On receipt of a weather warning predicting medium (25 - 100 mm deep) or heavy (over 100 mm deep) snowfalls, the Senior Manager (Roads & Transportation) where appropriate, will recall to depots such vehicles capable of being equipped with snowploughs.

While snow is still falling the Strategic and Main Distributor Network will be prioritised for ploughing and treatment in order to target resources and to keep these routes open for traffic.

After snow has stopped falling but is lying, the remaining Priority 1 precautionary routes will be ploughed and treated before commencing ploughing and treatment on Priority 2 and Priority 3 routes as resources and conditions permit.

#### 2.1.5 Cumbrae

The Senior Manager (Roads & Transportation) has no roads operatives based on the Isle of Cumbrae, however arrangements have been made with Streetscene to carry out gritting operations on the Island.

### 2.2 Footway/Footpath Priorities

With limited resources available footways and footpaths will only be treated when considered necessary (e.g. heavy snowfall or extensive icing). They will normally only be treated during normal working hours, but arrangements are in place to undertake emergency work out of normal working hours, weekends and public holidays in extreme circumstances.

Generally, treatment of footways and footpaths will be reactionary and not pre-planned, and where possible work will be undertaken during normal working hours.

When treatment is instructed the following priorities will apply:-

Priority 1 Routes will be considered for treatment if it is forecast that ice or snow is likely to be present or where surfaces are wet with temperatures forecast to remain below zero until 10:00am the next working day.

**Priority 1 Routes** - Urban shopping areas and precincts, footway access to schools, emergency facilities including fire and rescue, police and ambulance services, hospitals, sheltered housing, doctors surgeries and health centres etc;

Priority 2 routes will be treated if it is forecast that ice or snow is likely to be present with temperatures forecast to remain below zero for a prolonged period only after priority 1 routes are clear.

**Priority 2 Routes** - Steep hills on main distributor and residential distributor routes, routes to bus stops etc, only after all Priority 1 have been cleared;

Priority 3 routes will be treated if it is forecast that ice or snow is likely to be present with temperatures forecast to remain below zero for a prolonged period only after priority 1 and 2 routes are clear.

**Priority 3 Routes** - Other areas of high pedestrian concentration.

Streetscene staff will assist with the treatment of footways.

In order to maximise coverage on footways, generally only one side of a road will be initially treated.

It is not possible for the Council to treat all footways and footpaths within North Ayrshire. As such the Council encourages the community to participate in self help, through the use of grit bins which can be requested through the grit bin application process. Grit bins will only be allocated where it has been assessed and deemed as an appropriate location by the Council.

### **2.3 Cycle Routes**

With limited manpower resources no treatment will be carried out on off road cycle routes.

### **2.4 Response and Treatment Times**

Routine precautionary salting of priority 1 carriageway routes should be completed within 3 hours of the planned start time. For emergency or unplanned salting the start time from leaving the depot shall be no more than 1 hour.

## **3. ORGANISATION**

The Head of Physical Environment is responsible for specifying the level of winter service required based on approval from the Council. The Senior Manager (Roads & Transportation) is responsible for implementing this service.

A duty Winter Controller and Winter Supervisor will be appointed by the Senior Manager (Roads & Transportation) for the whole of the winter period covered by these procedures (mid-October to early April)

## **4. NORTH AYRSHIRE COUNCIL RESOURCES (ROADS)**

### **4.1 General**

Following approval from the Council, it is the responsibility of the Head of Physical Environment to define the level of service to be provided within their sphere of operations and to issue appropriate instructions to the Senior Manager (Roads & Transportation) to provide the necessary labour and plant for winter operations. This level of service will be based on the national Code of Practice for Well Maintained Highways (see Appendix B).

The level of winter treatment is established utilizing the weather forecasts provided by MeteoGroup UK Limited in accordance with the winter treatment matrix (Appendix C).

The Senior Manager (Roads & Transportation) shall thereafter be responsible for advising the Head of Service of any matters which may affect his ability to deal with adverse weather conditions e.g. labour disputes, extensive plant breakdowns etc.

Labour resources from Physical Environment (Roads & Transportation) will be provided for the Winter and Weather Emergencies Service. The stand-by period will be 22<sup>th</sup> October 2015 until 14<sup>th</sup> April 2016. This period may be extended beyond the given dates if conditions warrant such action. These arrangements include home stand-by which is activated by the designated Winter Supervisor when instructed by the Winter Controller or as the result of hazardous road conditions being reported.

### **4.2 Labour**

A proportion of the roads labour force will be on stand-by for winter service operations out of normal working hours, with the remainder on call out as necessary. This allows evening and early morning precautionary salting to be carried out on our priority carriageway network to treat dangerous roads before the morning rush hour.

In determining the labour resources required for the winter service, cognisance is taken of the key objective to treat all priority routes before the commencement of the morning peak period.

### **4.3 Vehicle Plant and Equipment**

Prior to commencement of winter service operations, the Senior Manager (Roads & Transportation) will ensure that all equipment for salting roads and snow clearing is in working order and, where appropriate, that ancillary items can be fitted to vehicles without difficulty, e.g. ploughs set up on blocks to facilitate assembly. The above procedure should also be applied to vehicles and plant available under contract for the winter service.

The Senior Manager (Roads & Transportation) will ensure that all vehicles engaged in the winter service are equipped with radios or other appropriate communication devices to allow contact to be maintained between the depot and operators. Superintendents have mobile telephones. There is also a gritting navigation and

vehicle tracking system fitted and operational in all vehicles to reduce the risk associated with gritting operations.

A summary of labour, vehicles, plant, and equipment available for the winter service work is detailed in Appendix D.

Once per year the Senior Manager (Roads and Transportation), will organise a trial closure of the flood gates and erection of the de-mountable barriers at the Largs and Saltcoats Flood Prevention Schemes. This is to ensure that the gates and barriers remain in full working order and that all staff are familiar with the process.

#### **4.4 Salt**

Salt is purchased through a Scotland Excel annual purchase contract. Mainland salt deliveries are stored in the salt barn within the Goldcraigs Depot. Salt on Arran is stored in the open at the Roads Depot in Market Road, Brodick.

During the season, the Senior Manager (Roads & Transportation) will arrange for a weekly check to be made on the amount of salt used and for stocks to be augmented as necessary. There is a procedure in place at the depot to strictly control salt distribution. All vehicles are tagged and must cross the weighbridge to accurately record salt usage. This includes salt distributed to Streetscene and contractors assisting with winter service delivery.

Small quantities of salt are available for issue free of charge to the public, subject to residents supplying a suitable container. Details of locations of community grit bins where small quantities of salt are available are given in Appendix E

The planned salt stock level at commencement of winter is given in Appendix F.

In the event of prolonged severe weather the Council has a salt resilience plan (Appendix G), which will be implemented if conditions require.

### **5. OTHER RESOURCES**

During adverse weather conditions, the Senior Manager (Roads & Transportation), (after consultation with the Head of Physical Environment), shall, if necessary, augment his resources by the use of personnel from Streetscene and external contractors at rates agreed prior to engagement through a framework contract. The Head of Physical Environment should be advised, as soon as practicable, of external resources engaged as a result of decisions made outwith normal working hours.

The Senior Manager (Roads & Transportation) will provide a supply of salt to Streetscene and external contractors where appropriate to permit the treatment of agreed footways/footpaths. This will be managed through a salt management system based at Goldcraigs Roads Depot.

## **6. WEATHER FORECASTING**

North Ayrshire Council, through a collaborative contract lead by South Lanarkshire Council, has appointed MeteoGroup UK Limited, as their weather forecast provider. During the winter service period MeteoGroup UK Limited will provide a weather forecasting service and monitor road and weather conditions.

MeteoGroup UK Limited receive, monitor and interpret, climatic, ice prediction and weather radar information on a continuous basis and provide detailed weather forecasts on a daily basis during the whole winter period.

SEPA operate a coastal flood warning system for the Firth of Clyde. If storm surges and coastal flooding are predicted, SEPA provide advance warning to the Council by e-mail and also through their Floodline service which is available on their website or by phone. This service is available all year round.

## **7. DECISION MAKING**

The Senior Manager (Roads & Transportation) will appoint suitably trained and experienced personnel as Winter Controller.

During the winter season the Winter Controller will receive the weather forecast around 12.00 hours and decide on the treatment to be carried out. The Winter Controller will check the treatment decision of neighbouring authorities for consistency and reconsider if necessary. The weather forecast provider will provide an evening forecast around 19.00 hours and if this update indicates any change in the forecast the Winter Controller will amend the decision accordingly and advise the Winter Supervisor.

For out of office hours, Saturdays, Sundays and public holidays the Senior Manager (Roads & Transportation) shall provide the weather forecast provider with contact telephone numbers of the on duty Winter Controller. If the forecast conditions change from good to adverse at any time, then the weather forecast provider will phone the Winter Controller either at work or at home as appropriate. Thereafter, it is the responsibility of the Winter Controller to take action including the calling out of stand-by squads to undertake salting/snow clearing.

Winter Controllers have the facility at any time to contact the weather forecast provider for advice or clarification of forecasts. These arrangements will be in place from 15 October 2015 until 14 April 2016 and these dates can be extended if required.

The decision making process is illustrated in Appendices B & C.

The Head of Physical Environment will appoint suitably trained staff and experienced personnel to manage the coastal flood prevention schemes at Largs and Saltcoats. During the winter season, this will be the Winter Controller.

## **8. ICE PREDICTION**

In addition to the weather forecast information, the Council has available further information from sensors which have been installed at the locations listed below:-

- A78 Ardrossan
- A737 Highfield
- A760 Catburn
- A735 Near Dunlop
- B880 Arran, summit of The String

The sensors provide current details of road and air temperatures and indicate the presence of moisture, thereby identifying locations that icing has occurred or where there is a risk that icing will occur.

By utilising the data from these sensors the weather forecast provider is able to supplement their forecast by producing site specific forecasts. The above information is available to the Winter Controller via computer link 24 hours a day throughout the winter period.

## **9. ROAD CONDITION REPORTS**

During periods of adverse weather, the Senior Manager (Roads & Transportation) shall receive reports on road conditions from the Winter Supervisor by 09.45 hours. These reports should be updated as necessary depending on changing circumstances.

## **10. COMMUNICATIONS**

The Head of Physical Environment or nominated senior manager will deal with statements to the Press, Radio and Television regarding road conditions throughout the area. The Council's Communication team will assist, and may take the lead role depending on the nature of any significant event.

General advice and information, along with timeous service updates, will be placed on the Council's website.

The Head of Physical Environment (or nominated senior officer) will ensure that all staff involved in communication with members of the public are fully briefed with consistent and accurate information.

The Senior (Roads & Transportation) will produce and distribute the Winter Maintenance Advice leaflet that will contain general information for members of the public on the Winter Service. The advice leaflets will be available to the public at selected locations throughout North Ayrshire, such as libraries etc.

A formal protocol has been agreed by the former Strathclyde Emergency Co-ordination Group (SECG) now known as West of Scotland Regional Resilience Partnership (WoS RRP) and Ayrshire Civil Contingencies Team (ACCT) for the transfer of information in relation to Winter and Weather Emergencies.

The Council's daily winter decisions are available for the public and can be accessed via the Council's website. Any winter and weather emergencies can be reported to North Ayrshire Council and the Trunk Road Operators using the contact information contained within Appendix H.

The distribution list for winter weather emergencies can be found under Appendix I.

## **11. ROAD CLOSURES**

Where it is considered that a road is rendered unsafe due to adverse winter conditions then the Police or persons acting on behalf of the Chief Constable will arrange to have the road closed and advise the on-duty Winter Supervisor as soon as possible of their actions. The Winter Supervisor will advise the Winter Controller/Senior Manager (Roads and Transportation) of any road closures. Appropriate measures will also be taken to re-direct traffic and to ensure that the necessary signs are put in place. When the road affected is a through route the adjoining Councils will be kept informed. Police will advise the other emergency services (Ambulance & Fire) of the closures.

Prior to signing diversionary routes, the capacity of the roads and the headroom and weight restrictions of structures should be checked with the Winter Controller to ensure that they are adequate (see Appendix J).

## **12. LIAISON WITH THE POLICE**

Physical Environment (Roads & Transportation) will ensure close liaison with the Police, particularly during periods of severe weather.

Where practicable, the Police will be informed in advance of North Ayrshire Council's proposed operations. Similarly arrangements have been made for exchanging information on proposed actions with neighbouring authorities and the trunk road operating company.

Where necessary the service will request appropriate assistance from the Police when moving equipment, arranging road closures and dealing with abandoned vehicles.

Reports from the Police regarding dangerous road conditions should be acted upon by the Winter Supervisor as soon as practicable, having regard to priorities in this document and the conditions pertaining throughout the area.

## **13. CROSS BOUNDARY ARRANGEMENTS**

Because the Council boundaries do not always coincide with convenient turning points at the end of gritting routes, arrangements have been drawn up with all adjacent authorities for the gritting routes to be continued short distances to appropriate turning points. See (Appendix K).

## **14. VEHICLE ROUTES**

From local knowledge and the resources available, routes are drawn up by Roads and Transportation on the basis of the priorities listed in Paragraph 2.1. However, in order to minimise unproductive mileage, some roads in a lower category may be treated out of sequence. This may also occur when conditions vary throughout the area.

A complete set of route cards will be kept in the Physical Environment (Roads & Transportation) offices, with a duplicate set being held in Goldcraigs Depot.

Treatment of precautionary carriageway salting routes should be completed within three hours of planned start time under routine conditions. When the Winter Controller instructs immediate winter service operations, the response time to start treatment should be within one hour.

It should be noted that gritting routes are either at or close to capacity and it is unlikely that any additions to routes could be considered without additional finance and human resources.

## **15. PRECAUTIONARY SALTING**

On receipt, within normal working hours, of a forecast from the weather forecast provider warning of frost, freezing or snow conditions, the Winter Controller in consultation with the Senior Manager (Roads & Transportation), shall give consideration to precautionary salting of main roads.

Where such a warning is received out with normal working hours, the Winter Controller has delegated authority to activate call-out procedures as indicated in section 7.

Extensive and accurate records of weather forecasts, winter treatment decisions and actions taken will be kept to demonstrate our compliance to our Winter and Weather Emergencies Procedures and Resources document.

## **16. GRIT BINS**

There are approximately 400 grit bins distributed across North Ayrshire. These are located at areas of particular difficulty e.g. dangerous bends, steep gradients etc. The policy and procedures for siting of grit bins, and requests for additional bins is shown in Appendix L.

Grit bins will be refilled prior to the start of winter and as considered necessary during the winter season and following periods of severe weather when resources are available.

The locations of Community Grit Bins are listed in Appendix E.

## **17. LARGS AND SALTCOATS FLOOD PREVENTION SCHEMES**

On receipt of a severe weather warning predicting a combination of strong winds, high tides or tidal surges the Winter Controller will, when necessary, instruct the closure of the flood gates on the promenade at Largs and/or the erection of the flood barriers at the Largs Pier and/or Saltcoats promenade.

## **18. SANDBAG PROCEDURES**

The deployment of sandbags to prevent or contain floodwaters can be an effective way of mitigating the effect of a flood, however the lead time for filling and deployment can be lengthy, as a large number of bags cannot be filled in advance due to storage problems. Therefore, an early decision must be taken to sandbag, to avoid a subsequent waste of time and effort. The deployment of sandbags will be decided with regard to the following priorities:

1. To prevent loss of life or serious injury
2. Maintenance of access for the emergency services
3. Protection of vital facilities within the community
4. Protection of transportation routes
5. Protection of NAC property
6. Protection of private dwelling houses

The decision to deploy sandbags will be made by the Winter Controller / Supervisor or appropriate officers in Building Services, Cleansing or the Island Officer on Arran in accordance with the Services' callout/emergency procedures.

Notes:

1. Sandbags will not normally be deployed to protect commercial property;
2. Appropriate stocks of empty and filled sandbags will be held by the Services mentioned above, based on previous usage and experience.

The above procedure mainly relates to tidal, fluvial and watercourse flooding. Where flooding occurs as a result of a blocked, damaged or ineffective Council owned drainage systems, sandbags will be deployed as required to mitigate the effects of flooding (and reduce the likelihood of claims against the Council) including the protection of commercial property.

***Priority 1 Carriageway Gritting Routes  
Policy & Procedure***

Priority 1 Gritting Routes can be viewed on the Councils website using the following address:-

<http://www.north-ayrshire.gov.uk/resident/roads-and-travel/winter-gritting.aspx>

**LEVEL OF SERVICE**

Road Surface Temperature	Precipitation	Predicted Road Conditions		
		Wet	Wet Patches	Dry
Temperature Forecast between +1.5°C And +0.5°C	No Rain No Hoar Frost No Fog	High Route Patrols		No action likely
Temperature Forecast below +0.5°C	No Rain No Hoar Frost No Fog	(Priority 1 Routes)		
	Expected Hoar Frost Expected Fog	Salt before frost		
	Expected rain BEFORE freezing	(Priority 1 Routes) Salt after rain stops		
	Expected rain DURING freezing	(Priority 1 Routes) Salt before frost, as required during rain and after rain stops		
	Possible rain Possible hoar frost Possible fog	(Priority 1 Routes) Salt before frost	Monitor weather conditions	
Expected Snow Fall	(Priority 1 Routes and footways) Salt before snow fall			
<p>The decision to undertake precautionary treatments should be adjusted, where appropriate, to take account of residual salt.</p> <p>All decisions should be evidence based, recorded and continuously monitored and reviewed.</p>				

**DECISION MAKING**

**WINTER TREATMENT SPREAD RATE MATRIX SCOTS WINTER SERVICE SUBGROUP ADVICE - AUGUST 2015**

Salt Type	Precautionary Treatment for frost / ice	Variation of Well Maintained Highways Appendix H - September 2013					
		Column C	Column D	Column G	Column H	Column K	Column L
		Poor Cover Medium Traffic Normal Loss	Poor Cover Medium Traffic High Loss	Fair Cover Medium Traffic Normal Loss	Fair Cover Medium Traffic High Loss	Good Cover Medium Traffic Normal Loss	Good Cover Medium Traffic High Loss
Dry Salt	RST at or above -2 Degrees and dry or damp road conditions (Table H9 of Code - where the road surface is dry no action is needed even when conditions are below zero)	10 (8)	10 (8)	10 (8)	10 (8)	10 (8)	10 (8)
Pre-wet Salt		10 (8)	10 (8)	10 (8)	10 (8)	10 (8)	10 (8)
Treated Salt		10 (7)	10 (7)	10 (7)	10 (7)	10 (7)	10 (7)
Dry Salt	RST at or above -2 Degrees and wet road conditions	15 (13)	20 (16)	10 or 15 (11)	15 (13)	10 (8)	10
Pre-wet Salt		15 (12)	15 (14)	10 (10)	15 (12)	10 (8)	10 (9)
Treated Salt		10 (10)	10 or 15 (11)	10 (8)	10 (10)	10 (7)	10 (7)
Dry Salt	RST below -2 deg C and above -5 deg C and damp road conditions	15 or 20 (17)	20	10 or 15 (14)	20 (17)	10 or 15 (11)	15 (13)
Pre-wet Salt		15 or 20 (16)	20 (18)	15 (14)	15 (16)	15 (11)	15 (12)
Treated Salt		15 (12)	15 (14)	10 or 15 (11)	15 (12)	10 (8)	10 (10)
Dry Salt	RST below -2 deg C and above -5 deg C and wet road conditions	1 x 20 then monitor & treat as required (2x17)	1 x 20 then monitor & treat as required (2x20)	1 x 20 then monitor & treat as required (2x28)	1 x 20 then monitor & treat as required (2x17)	20(20)	1 x 20 then monitor & treat as required (25)
Pre-wet Salt		1 x 20 then monitor & treat as required (2x16)	1 x 20 then monitor & treat as required (2x18)	1 x 20 then monitor & treat as required (27)	1 x 20 then monitor & treat as required (31)	1 x 20 then monitor & treat as required (21)	1 x 20 then monitor & treat as required (24)
Treated Salt		1 x 20 then monitor & treat as required (24)	1 x 20 then monitor & treat as required (28)	1 x 20 then monitor & treat as required (21)	1 x 20 then monitor & treat as required (24)	1 x 20 then monitor & treat as required (16)	1 x 20 then monitor & treat as required (19)
Dry Salt	RST at or below -5 deg C and above -10 deg C and damp road conditions	1 x 20 then monitor & treat as required (2x16)	1 x 20 then monitor & treat as required (2x19)	1 x 20 then monitor & treat as required (27)	1 x 20 then monitor & treat as required (2x16)	20	1 x 20 then monitor & treat as required (24)
Pre-wet Salt		1 x 20 then monitor & treat as required (2x16)	1 x 20 then monitor & treat as required (2x18)	1 x 20 then monitor & treat as required (27)	1 x 20 then monitor & treat as required (31)	1 x 20 then monitor & treat as required (21)	1 x 20 then monitor & treat as required (24)
Treated Salt		1 x 20 then monitor & treat as required (23)	1 x 20 then monitor & treat as required (27)	1 x 20 then monitor & treat as required (20)	1 x 20 then monitor & treat as required (23)	1 x 20 then monitor & treat as required (15)	1 x 20 then monitor & treat as required (18)
Dry Salt	RST below -5 deg C and above -10 deg C and wet road conditions	1 x 20 then monitor & treat as required (2x32)	1 x 20 then monitor & treat as required (2x39)	1 x 20 then monitor & treat as required (2x27)	1 x 20 then monitor & treat as required (2x32)	1 x 20 then monitor & treat as required (2x20)	1 x 20 then monitor & treat as required (2x24)
Pre-wet Salt		1 x 20* then monitor & treat as required (2x31)	1 x 20 then monitor & treat as required (2x36)	1 x 20 then monitor & treat as required (2x27)	1 x 20 then monitor & treat as required (2x31)	1 x 20 then monitor & treat as required (2x21)	1 x 20 then monitor & treat as required (2x24)
Treated Salt		1 x 20 then monitor & treat as required (2x23)	1 x 20 then monitor & treat as required (2x27)	1 x 20 then monitor & treat as required (2x20)	1 x 20 then monitor & treat as required (2x23)	1 x 20 then monitor & treat as required (30)	1 x 20 then monitor & treat as required (2x18)

( ) = Appendix H rates in brackets

Please see H10.25 regarding effectiveness of sodium chloride at low temperatures.

Salt Type	Precautionary Treatments Before Snow or Freezing rain		
		Ligh or Medium Traffic	Heavy Traffic
Dry Salt	Light Snow Foirecast	20g/m <sup>2</sup>	20g/m <sup>2</sup>
Pre-wet Salt		20g/m <sup>2</sup>	20g/m <sup>2</sup>
Treated Salt		15g/m <sup>2</sup>	15g/m <sup>2</sup>
Dry Salt	Moderate/Heavy Snow Forecast	20g/m <sup>2</sup>	40g/m <sup>2</sup>
Pre-wet Salt		20g/m <sup>2</sup>	40g/m <sup>2</sup>
Treated Salt		15g/m <sup>2</sup>	30g/m <sup>2</sup>
Dry Salt	Freezing rain Forecast	1 x20g/m <sup>2</sup> then monitor	
Pre-wet Salt		1 x20g/m <sup>2</sup> then monitor	
Treated Salt		1 x15g/m <sup>2</sup> then monitor	

**Note:**

- Rate of spread for precautionary treatments may be adjusted to take account of local variations along the routes such as residual salt, temperature variations, surface moisture (air or road surface) road alignment and traffic density.
- All decisions should be evidence based, recorded and require continuous monitoring and review.
- Ice refers to all ice on the road surface, including black ice.

- The level of service generally complies with the recommendations laid down in “Well Maintained Highways” the UK Code of Practice for Highway Management and is summarised above.
- Appendix H of “Well Maintained Highways” which covers winter maintenance operations and treatments underwent a complete revision in November 2013. The SCOTS winter Subgroup has been in consultation with the National Winter Service Research Group (NWSRG) concerning the implementation of Appendix H of Well Maintained Highways. The Subgroup made a number of suggestions to implement Appendix H that have been commented on by the NWSRG. Having considered the comments from the NWSRG on the review of Appendix H the SCOTS Winter Service Subgroup provided advice that Scottish Local Roads Authorities adopt variations to Appendix H of Well Maintained Highways that North Ayrshire Council are following.

**SUMMARY OF AVAILABLE LABOUR & PLANT**

<b>TYPE OF PLANT</b>	<b>GOLDCRAIGS</b>	<b>ARRAN</b>	<b>OTHER NAC</b>	<b>TOTAL</b>
<b>Gritters</b>				
18 Tonne Uni-body	11	3		14
7.5 Tonne Uni-body	3	0		3
Trailer Gritter	0	0	2	2
Footway Gritter	4	1	4	9
<b>Lorries</b>				
18 Tonne Uni-body	11	3		14
7.5 Tonne Uni-body	3	0		3
Loading Shovel	1	0		1
JCB 2CX	0	1		1
Telehandler	0	1		1
<b>Ploughs</b>				
Fixed V	3	2		5
Small Blade	3	0		3
Large Blade	11	3		14
<b>LABOUR</b>				
Drivers	27	6	7	40
Operatives	7	3	36	46
<b>Other Equipment</b>				
Muck Truck + plough (For footways)			2	2

**Note**

When necessary labour, vehicles, plant and equipment from other Council Departments, farmers, plant hirers and contractors will be used to supplement above resources.

This also applies for non-winter related emergency responses.

**COMMUNITY GRIT BINS**

Small quantities of salt are available for issue free of charge to members of the public, subject to their supplying a suitable container from the Community Grit Bins sited at the following locations.

<b>Town</b>	<b>Location</b>
Irvine	Bartonholm Civic Amenity, Site.
Dreghorn	Civic Amenity Site, Station Brae.
Kilwinning	Goldcraigs Roads Depot.
Dalry	Car Park, Kirk Close.
Kilbirnie	Civic Amenity Site, Paddockholm Road.
Beith	Community Centre, Kings Road.
West Kilbride	Corse Street.
Fairlie	Car Park, Pier Road.
Largs	Cleansing Depot, Alexander Avenue.
Skelmorlie	Toward View (opposite Fire Station).
Stevenston	Car Park, Garnock Road.
Saltcoats	Cleansing Depot, Sorbie Road.
Ardrossan	APC Carpark, North Crescent Road.

**SUMMARY OF AVAILABLE MATERIALS**

The following salt, grit and sand stocks will be in place at commencement of winter:-

<b>DEPOT</b>	<b>TONNAGE SALT</b>	<b>TONNAGE SAND (for Sandbags)</b>
Goldcraigs (salt barn)	7000	100
Arran	2000	300
Cumbræ	20	(500 filled sandbags)

Approximately 4000 sandbags are located at Goldcraigs, and 500 on Arran.

## **Salt Resilience Plan (Mainland)**

### **Level 1 (Green) Service – Stock Levels 2500 Tonnes and above**

- Service levels as detailed in NAC Winter and Weather Emergencies Plan.
- Typical daily salt usage (snow conditions) 470T – **resilience 5 days**  
or
- Typical daily salt usage (frost & ice only) 235T – **resilience 10 days**

### **Level 2 (Amber 1) Service – Stock Levels 1800 Tonnes – 2500Tonnes**

- Only Priority 1 carriageway routes treated with pure salt, remaining priority carriageway routes reduced to half the normal spread rate or salt/grit mix at 50/50
- All footway routes reduced to salt/sand mix at 50/50
- Grit bins replenished with salt/sand mix at 50/50.
- Typical daily salt usage (snow conditions) 330T – **resilience 2 days.**  
or
- Typical daily salt usage (frost & ice only) 165T – **resilience 4 days**

### **Level 3 (Amber 2) Service – Stock Levels 1000 Tonnes – 1800 Tonnes**

- All carriageway routes reduced to half the normal spread rate or salt/grit mix at 50/50
- Priority 1 footway routes treated with salt/sand mix at 50/50
- Remaining footway routes treated with sand/grit mix at 50/50
- Grit bins replenished with sand/grit mix at 50/50
- Typical daily salt usage (snow conditions) 150T – **resilience 5 days.**  
or
- Typical daily salt usage (frost & ice only) 75T – **resilience 10 days**

### **Level 4 (Red) Service – Stock Levels less than 1000Tonnes**

- Priority 1 carriageways reduced to half the normal spread rate or salt/grit mix at 50/50
- Treat remaining carriageway routes with sand/grit mix at 50/50
- All footway routes treated with sand/grit mix at 50/50
- Grit bins replenished with sand/grit mix.
- Typical daily salt usage (snow conditions) 100T – **resilience 10 days**  
or
- Typical daily salt usage (frost & ice only) 50T – **resilience 20 days**

Assuming 4,500 tonnes in stock at start of winter our total resilience would be either

- **Total Resilience during periods of heavy snow - 22 days**  
or  
**Total Resilience during periods of frost & ice conditions - 44 days**

## Salt Resilience Plan (Arran)

### **Level 1 (Green) Service – Stock Levels 1000 Tonnes and above**

- Service levels as detailed in NAC Winter and Weather Emergencies Plan.
- Typical daily salt usage (snow conditions) 52T – **resilience 10 days**  
or
- Typical daily salt usage (frost & ice only) 26T – **resilience 20 days**

### **Level 2 (Amber 1) Service – Stock Levels 550 Tonnes – 1000Tonnes**

- Only Priority 1 carriageway routes treated with pure salt, remaining priority carriageway routes reduced to half the normal spread rate or salt/grit mix at 50/50
- All footway routes reduced to salt/sand mix at 50/50
- Grit bins replenished with salt/sand mix at 50/50.
- Typical daily salt usage (snow conditions) 44T – **resilience 10 days.**  
or
- Typical daily salt usage (frost & ice only) 22T – **resilience 20 days**

### **Level 3 (Amber 2) Service – Stock Levels 250 Tonnes – 550 Tonnes**

- All carriageway routes reduced to half the normal spread rate or salt/grit mix at 50/50
- Priority 1 footway routes treated with salt/sand mix at 50/50
- Remaining footway routes treated with sand/grit mix at 50/50
- Grit bins replenished with salt/sand mix at 50/50
- Typical daily salt usage (snow conditions) 30T – **resilience 10 days.**  
or
- Typical daily salt usage (frost & ice only) 15T – **resilience 20 days**

### **Level 4 (Red) Service – Stock Levels less than 250 Tonnes**

- Priority 1 carriageways reduced to half the normal spread rate or salt/grit mix at 50/50
- Treat remaining carriageway routes with sand/grit mix at 50/50
- All footway routes treated with sand/grit mix at 50/50
- Grit bins replenished with sand/grit mix.
- Typical daily salt usage (snow conditions) 20T – **resilience 12 days**  
or
- Typical daily salt usage (frost & ice only) 10T – **resilience 25 days**

Assuming 1,500 tonnes in stock at start of winter our total resilience would be either

- **Total Resilience during periods of heavy snow - 42 days**  
or  
**Total Resilience during periods of frost & ice conditions - 85 days**

## NORTH AYRSHIRE COUNCIL

### CONTACT ADDRESS & TELEPHONE NUMBERS

During Normal Working Hours	Outwith Normal Working Hours
<p><b>MAINLAND</b></p> <p>Physical Environment Roads and Transportation Perceon House IRVINE KA11 2AL</p> <p>Tel: 01294-310000</p>	<p><b>NORTH AYRSHIRE COUNCIL CALL CENTRE</b></p> <p>Road &amp; Lighting Faults</p> <p>24 hours, 7 days per week</p> <p>Tel: 01294 310000</p>
<p><b>ARRAN</b></p> <p>Arran Local Office Lamlash Isle of Arran KA27 8JY</p> <p>Tel: 01770-600338 Fax: 01770-600028</p>	
<p><b>TRUNK ROADS A78, A737 &amp; A738</b></p> <p>Scotland Transerv <b>Network Control Centre</b> 150 Polmadie Road Glasgow G5 0HD <b>Tel 0141 218 3999</b> <b>Email <a href="mailto:southwestcontrol@scotlandtranserv.co.uk">southwestcontrol@scotlandtranserv.co.uk</a></b></p>	

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<b>Contact Centre, Building Services, Stevenston</b>	1
<b>Contact Centre, Bridgegate House, Irvine</b>	1

**BRIDGES WITH WEIGHT OR HEIGHT RESTRICTIONS**

**HEIGHT RESTRICTIONS**

Bridge Location	Grid Reference	Signed Height	
		Metric	Imperial
A737/110 : Dalry, Railway Bridge	229960 649702	3.8	12' – 6"
B706/40 : Barrmill	236834 651392	4.0	13' – 0"
B7047/10 : Meadowfoot Road, West Kilbride	220791 647032	4.7	15' – 3"
C6/10 : West Balgray	235333 642491	3.8	12' – 9"
C26/10 : South Kilruskin	220541 650473	4.4	14' – 6"
C26/20 : North Kilruskin	220423 650868	5.1	16' – 6"
C55/10 : Dubbs	228508 642006	3.0	9' – 9"
C55(A78 280) : Todhill (Dubbs Road, under A78, Kilwinning Bypass)	229175 642250	4.0	13' – 0"
C55/30 : Nethermains	230059 642199	3.6	12' – 0"
C56/30 : Moor Road	220639 652980	4.5	15' – 0"
C67/20 : Tandelhill	238174 651683	4.3	14' – 3"
C99/20 : Cockenzie	230694 646241	3.0	10' – 0"
Unc.TG/230 : Garnock View, Glengarnock	231875 653191	3.8	12' – 6"
Unc.TI/70 : Old Church Street, Irvine	213571 638800	4.1	13' – 3"

**WEIGHT RESTRICTIONS**

Bridge Location	Grid Reference	Signed Weight
B781/30 : West Kilbride, Dalry Road	221015 649062	7.5T
C5/30 : Drumbuie near Barrmill	235571 650404	7.5T
C129/20 : Floors, north of Kilmaurs	240866 641921	13T
C99/30 : Dusk Bridge, near Dalry	230599 646882	7.5T
Unc.TA/10 : Ardrossan, North Crescent	223140 642764	7.5T
Unc.TL/30 : Largs, May Street	220711 658602	7.5T
U16/10 : Dalgarvan Mill Bridge, north of Kilwinning, (formerly Unc.NC/30)	229571 645847	18T
Unc.NT/10 : Barrmill	236472 650997	3T

**ARRANGEMENTS WITH OTHER AUTHORITIES**

ROADS TO BE TREATED BY ADJACENT AUTHORITIES	ROADS TO BE TREATED BY NORTH AYRSHIRE COUNCIL
<p><b>Ayrshire Roads Alliance (East Ayrshire)</b></p> <p>A71 – from boundary westwards to Corsehill roundabout.</p> <p>A735 – that section within North Ayrshire boundary.</p> <p>B769 – from boundary south westwards to Chapelton junction.</p> <p>C129 – that section within North Ayrshire boundary.</p> <p>C20 – that section within North Ayrshire boundary.</p> <p>B706 - from boundary to A736</p> <p>C117 From Chapelton Bridge to Wheatrig Bridge</p> <p><b>Roads to be Treated by Ayrshire Roads Alliance (South Ayrshire)</b></p> <p>B730 from the North Ayrshire Council boundary at the railway bridge south of Drybridge to junction Shewalton Road, Drybridge.</p>	<p><b>South Ayrshire</b></p> <p>U107 from the South Ayrshire Council boundary at the railway bridge to A759 Auchengate Interchange.</p>
	<p><b>East Ayrshire</b></p> <p>A736 – from Caldwell Bridge southwards to Lugton.</p> <p>A736 – from B778 junction south eastwards to Torranyard.</p> <p>C24 - from Greenhill Terrace, Knockentiber to boundary at Plann Bridge.</p> <p>C126 From Montgreenan Bridge to North Lodge.</p> <p>Knockentiber Road from boundary near Springside to junction with C24</p>
	<p><b>Renfrewshire Council</b></p> <p>A760 – from boundary to Kerse Road junction,</p> <p>Kerse Road – from boundary to A760 junction</p>

**Note:** There are no cross boundary arrangements with East Renfrewshire Council.

**GRIT BIN POLICY & PROCEDURE**

1. North Ayrshire Council shall provide grit bins for self-help by members of the public. These shall be sited locally in accordance with this policy.
2. Grit bins shall only be located where the following criteria are met: -
  - The location is not on a precautionary carriageway route;
  - The gradient is greater than 1 in 10, or at a junction with a known history of accidents;
  - The location shall not obstruct the passage of pedestrians, a minimum of 1.5m clearance on the footway is required;
  - The location shall not obstruct sight lines;
  - The location is not within 200m of another grit bin location;
  - The location is within an urban area;
  - The location is within the boundary of the public road. Infrastructure and Design will not provide grit bins in private areas or car parks for internal use by either the Council or any other public or private property such as schools, parks, hospitals, old people's homes, etc unless a service level agreement is in place.
3. Grit bins will only be located where they can be filled from a lorry. The grit bins shall be replenished at the start of the winter period and on a monthly cycle during the winter period, as resources permit.
4. Grit bins will generally be left in place during the summer months, unless there is a history of vandalism at a particular location.
5. The location of grit bins will be recorded in an electronic database, which will be made available on the North Ayrshire Council website.
6. Only written requests on the Council's Grit Bin Application Form will be considered, these are available from the Head of Physical Environment, Cunninghame House, Irvine, KA12 8EE, and on the Council's website.
7. A request will not be accepted unless a location to site the grit bin has been agreed. Therefore, even if the criterion for locating a grit bin is met, a grit bin will not be provided if the adjacent residents cannot agree a position. The signed agreement of adjacent residents must be included on the submitted application form, otherwise the application will not be considered.
8. Grit Bin Application forms are available on the Council's website at <http://www.north-ayrshire.gov.uk/resident/roads-and-travel/winter-gritting.aspx>

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**NORTH AYRSHIRE COUNCIL**

**Agenda Item 9**

**12 November 2015**

**Ardrossan and Arran, Saltcoats and Stevenston  
Area Committee**

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**Title:** **Community Development Grant Scheme Award  
and Local Youth Action Fund: Applications for  
Financial Assistance 2015/16**

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**Purpose:** To advise the Committee of applications received in respect of the Community Development Grants Scheme Award and Local Youth Action Fund.

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**Recommendation:** Agree that the Committee considers and determines the applications as outlined in Appendix 2 to this report.

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**1. Executive Summary**

- 1.1 The Community Development Grant Scheme Award for the Ardrossan and Arran, Saltcoats and Stevenston Area Committee has a balance of £11,999.30 available for disbursement.
- 1.2 The Local Youth Action Fund has a balance of £10,605 available for disbursement.

**2. Background**

- 2.1 Applications have been received within a number of categories of the Community Development Grants Scheme Award and the Local Youth Action Fund. Details of these applications are summarised in Appendix 2 to this report.

**3. Proposals**

- 3.1 It is proposed that the Committee considers the applications as outlined in Appendix 3 of this report.

#### 4. Implications

<b>Financial:</b>	Awards will be met from the available balances.
<b>Human Resources:</b>	There are no human resources arising from this report.
<b>Legal:</b>	There are no legal issues arising from this report.
<b>Equality:</b>	There are no equality issues arising from this report.
<b>Environmental &amp; Sustainability:</b>	There are no environmental and sustainability issues arising from this report.
<b>Key Priorities:</b>	<p>By supporting the applications listed in Appendix 3 of this report will assist in achieving outcomes:</p> <p><b>Job density increases:</b></p> <ul style="list-style-type: none"> <li>● Support is given to the creation of distinctive and vibrant town centres and mechanisms to encourage spend in North Ayrshire are established.</li> </ul> <p><b>Children's health and wellbeing is improved through breaking the cycle of poverty, inequality and poor outcomes:</b></p> <ul style="list-style-type: none"> <li>● Children and young people are nurtured and parents are supported.</li> <li>● Children and young people are safe, healthy, active, aspiring and achieving.</li> <li>● The life chances of vulnerable children and young people are improved.</li> </ul> <p><b>Adults and older people in North Ayrshire live healthier and more active lives:</b></p> <ul style="list-style-type: none"> <li>● People are more active more often.</li> <li>● Health inequalities have reduced.</li> <li>● Mental wellbeing is improved.</li> </ul> <p><b>North Ayrshire residents feel safer and communities are empowered:</b></p> <ul style="list-style-type: none"> <li>● More residents engage in community activities and volunteering.</li> </ul>
<b>Community Benefits:</b>	

## **5. Consultation**

- 5.1 Consultation has taken place between the applicant bodies and the appropriate officers of the Council.



**KAREN YEOMANS**  
Executive Director (Economy and Communities)

Reference : JMCH/BA

For further information please contact Jim McHarg, Senior Manager,  
Participation and Empowerment Team on 01294 324424.

### **Background Papers**

None







Community Development Grants Scheme 2015/16				
Applications from Organisations seeking Financial Assistance - Ardrossan and Arran, Saltcoats and Stevenston Area Committee Meeting - 12 November 2015				
Organisation	Purpose of Grant	Amount Requested	Amount Recommended	Comments
<p>Saving St. Bride's Chapel, Arran</p> <p>Meeting place: Members homes</p> <p>Established: 2008</p> <p>Numbers attending: 5 in Committee</p> <p>Balance in bank: £17,572.77 (restricted funds towards physical work on the site; conservation works and general running costs)</p> <p>Past awards: 2013/14 awarded £2,000 towards professional fees.</p>	<p>Costs towards scoping works:</p> <ul style="list-style-type: none"> <li>● Preparation of drawings identifying the works to be done - £3,054</li> <li>● Produce indicative cost of repair works - £1,854</li> <li>● Research available grant funding schemes - £558</li> <li>● Submit applications for grant funding - £1,914</li> </ul> <p>Total cost of project - £7,380</p>	£2,000	£2,000	<p>The recommended amount will allow the group to move forward and start the process of securing the building and graveyard for future generations to visit.</p> <p>It is advised that the £2,000 should go towards the preparation of the drawings which will identify the works to be done. The group have sufficient funds in the bank to fund the balance.</p> <p>The group have successfully raised £11,700 from Landfill money for the physical work on the site to ensure safety.</p>
<p>Mayfield Out of School Care</p> <p>Meeting place: Mayfield Primary School, Saltcoats</p> <p>Established: 1 April 2012</p> <p>Numbers attending: 35</p> <p>Balance in bank: £2,910.23 (restricted funds towards salaries, rent, snacks and general running costs).</p> <p>Past awards: 2013/14 awarded £1,800 towards indoor and outdoor equipment. 2014/15 awarded £1,800 towards indoor and outdoor equipment.</p>	<p>Costs towards IT equipment, training for staff, trips and games:</p> <ul style="list-style-type: none"> <li>● Laptop - £299</li> <li>● Tablets x 3 - £537</li> <li>● Television Combi - £139</li> <li>● Shredder - £39.99</li> <li>● Trips - £300</li> <li>● Box games - £84.46</li> <li>● First Aid training- £500</li> </ul> <p>Total cost of project - £1,899.45</p>	£1,700	£850	<p>The recommended amount of £850 will cover:</p> <ul style="list-style-type: none"> <li>● Laptop and tablets - £836</li> <li>● Some boxed games - £14</li> </ul> <p>This will encourage social interaction with their peers, learn new skills and build relationships.</p>

Community Development Grants Scheme 2015/16				
Applications from Organisations seeking Financial Assistance - Ardrossan and Arran, Saltcoats and Stevenston Area Committee Meeting - 12 November 2015				
Organisation	Purpose of Grant	Amount Requested	Amount Recommended	Comments
<p>Church of the Nazarene - North Ayrshire Food Bank</p> <p>Meeting place: Church of the Nazarene, Glasgow Street, Ardrossan</p> <p>Established: 1 December 2012</p> <p>Numbers attending: 1,923 from the Three Towns area.</p> <p>Balance in bank: £37,471.28</p> <p>Past awards: LYAF 2010/11 awarded £1,500 towards training and development for Food Bank. 2012/13 awarded £1,650 towards training, film making and script writing.</p>	<p>Costs towards the redevelopment of the organisation:</p> <ul style="list-style-type: none"> <li>Professional fees to become a SCIO - £2,500</li> <li>Working group learning visits - £1,000</li> </ul> <p>Total cost of project - £3,500</p>	£3,500	£2,050 (£902 from this Area Committee)	<p>The recommended of £2,050 will cover the costs for the legal fees and part funding for one of the visits.</p> <p>This application is going to all the Area Committees, therefore the award, if agreed, from the Ardrossan and Arran, Saltcoats and Stevenston Area Committee is £902. This is 44% of the total number of 4,382 from North Ayrshire. 1,923 come from Ardrossan, Saltcoats and Stevenston.</p> <p>The Officer advised the group of where to go for cheaper professional fees - £1,800 and applying to the Community Chest for the other learning visit.</p>
<p>Ardeer Parish Church</p> <p>Meeting place: Ardeer Parish Church Hall, Stevenston</p> <p>Established: Over 100 years.</p> <p>Numbers attending: 380</p> <p>Balance in bank: £90,009.13 (restricted funds from external funders for building restoration project and general running costs).</p> <p>Past awards: 2014/15 awarded £2,000 towards consultancy fees.</p>	<p>Costs towards interior painting of the building:</p> <ul style="list-style-type: none"> <li>Repainting costs - £12,000</li> </ul> <p>Total cost of project - £12,000</p>	£2,000	£2,000	<p>The recommended amount will cover the costs of the interior painting which will finish off the restoration of the church and hall.</p> <p>This is a great achievement from this group and offers a good, safe and attractive facility in the heart of the Ardeer community of Stevenston.</p> <p>The committee have successfully raised funds from various external sources for the main restoration costs of the building:</p> <ul style="list-style-type: none"> <li>Heritage Lottery Fund</li> <li>Historic Scotland</li> <li>Church of Scotland General Trustees</li> <li>National Churches Trust</li> <li>All Churches Trust</li> <li>Various small funders, donations and fundraising.</li> </ul>

Community Development Grants Scheme 2015/16				
Applications from Organisations seeking Financial Assistance - Ardrossan and Arran, Saltcoats and Stevenston Area Committee Meeting - 12 November 2015				
Organisation	Purpose of Grant	Amount Requested	Amount Recommended	Comments
<p>Stevenston Christmas Lights</p> <p>Meeting place: Pop Inn, New Street, Stevenston</p> <p>Established: 7 years ago.</p> <p>Numbers attending: 4 in Committee</p> <p>Balance in bank: £2,766.10 (restricted funds towards timer switches, electricity bills and older peoples Christmas dinners).</p> <p>Past awards: 0</p>	<p>Costs towards the Switch On Christmas event on 4 December 2015.</p> <ul style="list-style-type: none"> <li>● Stage hire including PA and DJ - £200</li> <li>● Entertainment licence - £150</li> <li>● Road closure permit - £365</li> <li>● Children's fares rides - £200</li> <li>● Santa gifts - £400</li> <li>● Hot refreshments - £200</li> <li>● Santa and elf outfits - £90</li> <li>● Santa grotto (gazebo, lights and decorations) - £200</li> <li>● Frozen characters - £100</li> </ul> <p>Total cost of event - £2,305 (not all listed within application).</p>	£1,905	£1,305	<p>The recommended amount will go towards:</p> <ul style="list-style-type: none"> <li>● Stage hire including PA and DJ - £200</li> <li>● Road closure permit - £365</li> <li>● Children's rides - £200</li> <li>● Santa's grotto - £200</li> <li>● Frozen characters - £100</li> <li>● Santa and elf outfits - £90</li> <li>● Entertainment licence - £150</li> </ul> <p>This will be the first Christmas lights event for Stevenston. The group are planning a small event which they can build on each year once they get feedback from the local community at this year's event. Local businesses are supporting this event.</p> <p>The criteria for the Community Development Grant Scheme does not normally support santa gifts and refreshments.</p>
<p>Saltcoats Community Action Group</p> <p>Meeting place: Saltcoats Library</p> <p>Established: 2015</p> <p>Numbers attending: 6 in the Committee</p> <p>Balance in bank: Awaiting bank statement</p> <p>Past awards: 0</p>	<p>Costs towards a Christmas Switch on Event in Saltcoats Town Centre on 20 November 2015:</p> <ul style="list-style-type: none"> <li>● Stage hire including PA and DJ - £400</li> <li>● Entertainment licence - £150</li> <li>● Children's fares rides - £300</li> <li>● Presents for Santa - £500</li> <li>● Santa and elf outfits - £90</li> <li>● Santa's grotto (gazebo, lights and decorations) - £200</li> <li>● Frozen characters - £200</li> </ul> <p>Total cost of event - £1,840</p>	£1,840	£1,340	<p>The recommended amount will go towards:</p> <ul style="list-style-type: none"> <li>● Stage hire including PA and DJ - £400</li> <li>● Entertainment licence - £150</li> <li>● Children's rides - £300</li> <li>● Santa's grotto - £200</li> <li>● Frozen characters - £200</li> <li>● Santa and elf outfits - £90</li> </ul> <p>It has been a few years since this event has taken place in Saltcoats town centre and it has become apparent that the local community would like to see this event back in the town - lifting the Christmas spirit.</p> <p>The group are starting off small which they hope to grow year on year. They are aiming to involve local businesses and schools.</p>

Local Youth Action Fund 2015/16				
Applications from Organisations seeking Financial Assistance - Ardrossan and Arran, Saltcoats and Stevenston Area Committee Meeting - 12 November 2015				
Organisation	Purpose of Grant	Amount Requested	Amount Recommended	Comments
<p>Evolution Skatepark</p> <p>Meeting place: Evolution Skatepark, Stevenston</p> <p>Numbers attending: 4,001</p> <p>Balance in bank: £59,093.01 (restricted funds towards capital and reserves and operational costs).</p> <p>Past awards:  <b>LYAF</b>            2009/10 awarded £2,000 towards market research.  <b>CDGS</b>            2009/10 awarded £2,000 towards fun day costs.            20010/11 awarded £2,000 towards business plan and design costs.            2012/13 awarded £2,000 towards basketball area installation.</p>	<p>Costs towards 10th Anniversary Celebration of the Skatepark:</p> <ul style="list-style-type: none"> <li>● Fun day inflatable - £625</li> <li>● Juggler - £60</li> <li>● Advertisement (A&amp;S Herald) - £384</li> <li>● Invitations and posters - £40</li> <li>● Starlight disco - £120</li> <li>● Gymnastics Fun Coach - £20</li> <li>● Buffet - £100</li> <li>● Additional staffing costs for the day - £52</li> </ul> <p>Total cost of event - £1,401</p>	£1,000	£500	<p>The recommended amount will go towards the fun day inflatable - £500.</p> <p>The Skatepark has undergone significant changes in the Board and also in the staff team over the past year and is working on providing more evidence of impact on individuals and the surrounding community.</p> <p>Although the event has already taken place the application was received prior to the event in September 2015.</p> <p>The 10th Anniversary is a great achievement and gives the Skatepark an opportunity to celebrate their success.</p>



North Ayrshire Council  
Comhairle Siorrachd Àir a Tuath

# Community Development Grant Scheme Assessment Form

1. Reporting Officer: John Macdonald
2. Department: Participation and Empowerment Team  
Telephone No.: 01294 475929

## SECTION 1 - Details of Group/Organisation

3. Name of Group/Organisation: Saving St. Bride's Chapel Arran
4. Date of Officer's Visit: 21 October 2015
5. Are you satisfied that the details contained in the Grant Application are accurate? - Yes

If NO give reasons

6. Is the proposal a realistic undertaking of the group? - Yes

If NO explain why

7. Does the group carry appropriate insurance for the project? - Yes
8. Does group attendance concur with the application? - Yes
9. Does your organisation cater for children under the age of 16 years for more than 2 hours and more than 6 times per year? - No

If YES, is it registered with the Care Commission under the Regulation of Care (Scotland) Act 2001? -

If NO explain why

10. Does the expenditure meet the Community Development Grant Funding Criteria? - Yes

## SECTION 2 - Criteria for Assessment

11. In which way does this application address Council priorities?

**Adults and older people in North Ayrshire live healthier and more active lives.**

- People are more active more often.
- Health inequalities have reduced.
- Mental wellbeing is improved.

**North Ayrshire residents feel safer and communities are empowered:**

- More residents engage in community activities and volunteering.

12. How will the expenditure develop the group/organisation and benefit the local community?

The started in 2008.

The group are currently raising funds to have a full survey of this 14th Century Chapel and adjacent historical burial ground. The project is to devise a conservation and management plan to ensure collaboration by the Council and community in the future care of the chapel and burial ground. This will hopefully, on completion of works, benefit the community services of Lamlash and the wider Island of Arran through tourism and ancient research.

13. How does the application show innovation or development?

Innovation and development is being shown by looking at the success of the work being done at the Ardrossan Castle.

Previously local residents and children removed ivy from the stonework not knowing of potential unforeseen damage this could cause to the stonework.

To this end, the group would use the same Chartered Architects and Project Management Team as used in Ardrossan to advise o the consolidation, repairs and restoration work as required.

The group have secured funding from North Ayrshire Council, Community Benefit Fund and Strathclyde Building Preservation Trust.

Application for further funding will be made to the Heritage Grant Fund.

14. Overall assessment?

Funding will help to continue to allow the project to be scoped out and its potential for conservation of the chapel and the development of community volunteer opportunities, potentially including training to be identified. It is proposed to engage with the same Chartered Architects and Project Managers as the Ardrossan Castle site to continue to advise on the consolidation, repairs and restoration work required.

The funding will go towards: produce indicative cost of repair works - £1,854 and some costs towards the preparation of drawings identifying the work to be done - £146

The group have applied to the Landfill for physical work on the site to ensure safety.

**SECTION 3 - Details of Proposed Expenditure**

15. Amount Requested: £2,000

16. Group Contribution: £1,000

**SECTION 4 - Recommendation**

17. Support Application: Yes

18. Defer Application?

19. Amount recommended: **£2,000**

Give reasons

The funding will allow the group to move forward and start the process of securing this building and graveyard for future generations to visit.

Signature: John Macdonald

Date: 22 October 2015





North Ayrshire Council  
Comhairle Siorrachd Àir a Tuath

# Community Development Grant Scheme Assessment Form

1. Reporting Officer: Sharon M Gibson
2. Department: Information and Culture - Children's Department  
Telephone No.: 01294 465591

## SECTION 1 - Details of Group/Organisation

3. Name of Group/Organisation: Mayfield Out of School Care
4. Date of Officer's Visit: 3 September 2015
5. Are you satisfied that the details contained in the Grant Application are accurate? - Yes

If NO give reasons

6. Is the proposal a realistic undertaking of the group? - Yes

If NO explain why

7. Does the group carry appropriate insurance for the project? - Yes
8. Does group attendance concur with the application? - Yes
9. Does your organisation cater for children under the age of 16 years for more than 2 hours and more than 6 times per year? - Yes

If YES, is it registered with the Care Commission under the Regulation of Care (Scotland) Act 2001? - Yes

If NO explain why

10. Does the expenditure meet the Community Development Grant Funding Criteria? - Yes

## SECTION 2 - Criteria for Assessment

11. In which way does this application address Council priorities?

**Children's health and wellbeing is improved through breaking the cycle of poverty, inequality and poor outcomes:**

- Children and young people are nurtured and parents are supported.
- Children and young people are safe, healthy, active, aspiring and achieving.
- The life chances of vulnerable children and young people are improved.

12. How will the expenditure develop the group/organisation and benefit the local community?

The activities will enable the children to learn new skills, build relationships and be active while taking part in fun activities.

The staff training will enable the staff to gain/refresh the skills and knowledge that they are required to have when working with the children. They will gain confidence when dealing with a child who has injured themselves. Also the control of infection within the service.

The group were inspected by the Care Inspectorate in January 2013 and were awarded inconsistent grades and were re-inspected in July 2013.

13. How does the application show innovation or development?

The children were consulted on the resources that they would like to see in the out of school care. As in previous years they are applying for resources as the fees charged to families do not enable them to replenish equipment on a regular basis. The group has not submitted grant applications to any other funding source.

The group applied for physical equipment for use in an outdoors in June 2014 and additional play equipment/resources in 2013. After consultation with the children, this year they are looking to purchase a laptop and tablets for the children to use as well as table top games.

The group would also enable the staff to update the first aid qualification and undertaken infection control training.

14. Overall assessment?

Mayfield Out of School Care has developed through the years. The number of children has increased and they have gained Aiming High Level 3. They are constantly looking at ways of improving their service in partnership with the local authority.

The funding will support the service to deliver a service that is needed in this day and age.

**SECTION 3 - Details of Proposed Expenditure**

15. Amount Requested: £1,700

16. Group Contribution: £60.45

**SECTION 4 - Recommendation**

17. Support Application: Yes

18. Defer Application?

19. Amount recommended: **£850**

Give reasons

Mayfield Out of School Care is a Company Limited by Guarantee operating in Mayfield Primary after school and during school holidays providing childcare. The income the group receive for childcare fees is used to cover the operational costs of the service, for example, school lets, salaries, children's snacks, insurances, etc. The grant would enable them to purchase a laptop and tablets for use by the children, outings for the children who attend over the school October week holiday and table top board games. These will encourage social interaction with their peers, learn new skills, building relationships and be active while taking part in fun activities.

Through the outing the children will experience different activities in the wider community. The resources/outings are appropriate to the age and stage of development of the children that attend the service.

The first aid and infection control training is for the staff, to enable them to meet the requirements of the Care Inspectorate. It will enable staff to have the confidence in dealing with first aid of children.

Recommended funding would enable the group to purchase:

- Laptop - £299
- Tablets x 3 - £179
- £372 towards first aid training and infection control

Signature: Sharon Gibson

Date: 22 October 2015





North Ayrshire Council  
Comhairle Siorrachd Àir a Tuath

# Community Development Grant Scheme Assessment Form

1. Reporting Officer: Shirley Morgan
2. Department: Connected Communities - Participation and Empowerment Team  
Telephone No.: 01294 475927

## SECTION 1 - Details of Group/Organisation

3. Name of Group/Organisation: Church of the Nazarene - North Ayrshire Foodbank Project
4. Date of Officer's Visit: 29 September 2015
5. Are you satisfied that the details contained in the Grant Application are accurate? - Yes

If NO give reasons

6. Is the proposal a realistic undertaking of the group? - Yes

If NO explain why

7. Does the group carry appropriate insurance for the project? - Yes
8. Does group attendance concur with the application? - Yes
9. Does your organisation cater for children under the age of 16 years for more than 2 hours and more than 6 times per year? - Yes

If YES, is it registered with the Care Commission under the Regulation of Care (Scotland) Act 2001? -

If NO explain why

There is no requirement that this group should be registered under the Care Commission.

10. Does the expenditure meet the Community Development Grant Funding Criteria? - Yes

## SECTION 2 - Criteria for Assessment

11. In which way does this application address Council priorities?

**Children's health and wellbeing is improved through breaking the cycle of poverty, inequality and poor outcomes:**

- Children and young people are nurtured and parents are supported.
- Children and young people are safe, healthy, active, aspiring and achieving.
- The life chances of vulnerable children and young people are improved.

**North Ayrshire residents feel safer and communities are empowered:**

- More residents engage in community activities and volunteering.

12. How will the expenditure develop the group/organisation and benefit the local community?

A healthy and active North Ayrshire.

By this group changing to a SCIO it will develop more funding opportunities to become available.

To develop: Two new options for people to source cheap food will reduce the demand on foodbank, to crisis situations and allow people in poverty to access cheap food. This should reduce the running costs of the foodbank and become a long term support for people in poverty.

13. How does the application show innovation or development?

There have been no such projects in North Ayrshire as yet. The foodbank since starting in 2012 has grown in use across North Ayrshire. Giving thousands of tons of food to families, single people and children in need.

To support the development of these two projects are very innovative and will reduce the demand and dependency of food parcels from North Ayrshire foodbank. Allowing people to purchase affordable food while living in poverty. Also to be able to develop new skills in growing their own food.

Changing their structure to become a SCIO will open the funding options up assisting the development of these projects.

14. Overall assessment?

Through discussion with the group I recommended they use either Senscot Legal or out of the box, reducing the hourly rate of work. This would mean the cost of legal fees would be covered by £1,800.

The learning visits are much needed as there is nothing like these projects locally. Each visit is estimated to cost £500, therefore I have recommended an award of £250 and they could apply for a Community Chest Grant of £250 from our place funding as this fits the criteria well. This will allow one visit.

**SECTION 3 - Details of Proposed Expenditure**

15. Amount Requested: £3,500

16. Group Contribution: £0

**SECTION 4 - Recommendation**

17. Support Application: Yes

18. Defer Application?

19. Amount recommended: **£2,050 (£902 from this Area Committee)**

Give reasons

The recommended amount of £2,050 will cover the costs of the legal fees and part funding for one of the learning visits.

This application is going to all the Area Committees, therefore the award if agreed from the Ardrossan and Arran, Saltcoats and Stevenston Area Committee is £902. This is 44% of the total number of 4,382 from North Ayrshire. 1,923 come from the Ardrossan, Saltcoats and Stevenston.

Signature: Shirley Morgan

Date: 30 September 2015





North Ayrshire Council  
Comhairle Siorrachd Àir a Tuath

# Community Development Grant Scheme Assessment Form

1. Reporting Officer: Shirley Morgan
2. Department: Connected Communities - Participation and Empowerment Team  
Telephone No.: 01294 475927

## SECTION 1 - Details of Group/Organisation

3. Name of Group/Organisation: Ardeer Parish Church
4. Date of Officer's Visit: 21 October 2015
5. Are you satisfied that the details contained in the Grant Application are accurate? - Yes

If NO give reasons

6. Is the proposal a realistic undertaking of the group? - Yes

If NO explain why

7. Does the group carry appropriate insurance for the project? - Yes
8. Does group attendance concur with the application? - Yes
9. Does your organisation cater for children under the age of 16 years for more than 2 hours and more than 6 times per year? - No

If YES, is it registered with the Care Commission under the Regulation of Care (Scotland) Act 2001? -

If NO explain why

10. Does the expenditure meet the Community Development Grant Funding Criteria? - Yes

## SECTION 2 - Criteria for Assessment

11. In which way does this application address Council priorities?

**Job density increases:**

- Support is given to the creation of distinctive and vibrant town centres and mechanisms to encourage spend in North Ayrshire are established.

**Children's health and wellbeing is improved through breaking the cycle of poverty, inequality and poor outcomes:**

- Children and young people are nurtured and parents are supported.

**Adults and older people in North Ayrshire live healthier and more active lives:**

- Older people are more active and independent within their communities.

**North Ayrshire residents feel safer and communities are empowered:**

- More residents engage in community activities and volunteering.

12. How will the expenditure develop the group/organisation and benefit the local community?

The church has many active members and volunteers supporting the more vulnerable people in the area.

This has been a very large project to renovate the church and develop the internal space into a better usable area for the members and the local community.

They have proven themselves with raising over £600,000 to complete this renovation which increased from £250,000 at the start of the work.

The initial quote of £25,000 to paint the internal building has now been reduced to £12,000 with group having £10,000 and require funding up to £2,000 to complete the works.

Once completed, this will be a beautiful church within Ardeer and enable the volunteers to offer activities, services and support to the local community to ensure the SOA priorities above are met.

13. How does the application show innovation or development?

The application shows innovation and development due to group being able to raise a massive £600,000 towards the renovation works. It is empowering for the group to achieve this project and also the community to enjoy this achievement with community resources within the heart of their community

14. Overall assessment?

Where the church is situation in Ardeer, Stevenston is listed as one of the top 10 most deprived places in Scotland and it is the aim of the group to be part of this community and give as much support as possible.

By completing the painting works will give the group and the local community a good environment and pleasant area to meet and serve.

**SECTION 3 - Details of Proposed Expenditure**

15. Amount Requested: £2,000

16. Group Contribution: £10,000

**SECTION 4 - Recommendation**

17. Support Application: Yes

18. Defer Application?

19. Amount recommended: **£2,000**

Give reasons

The group has already raised £600,000 towards the renovation works and have £10,000 to put towards the painting works. The funding of £2,000 will enable the group to complete this work which will be enjoyed not only by the members of the church but the local community as well.

Signature: Shirley Morgan

Date: 22 October 2015





North Ayrshire Council  
Comhairle Siorrachd Àir a Tuath

# Community Development Grant Scheme Assessment Form

1. Reporting Officer: Claire Duncan
2. Department: Chief Executive's - Communications  
Telephone No.: 01294 324156

## SECTION 1 - Details of Group/Organisation

3. Name of Group/Organisation: Stevenston Christmas Lights
4. Date of Officer's Visit: 20 October 2015
5. Are you satisfied that the details contained in the Grant Application are accurate? - Yes

If NO give reasons

6. Is the proposal a realistic undertaking of the group? - Yes

If NO explain why

7. Does the group carry appropriate insurance for the project? - Yes
8. Does group attendance concur with the application? - Yes
9. Does your organisation cater for children under the age of 16 years for more than 2 hours and more than 6 times per year? - No

If YES, is it registered with the Care Commission under the Regulation of Care (Scotland) Act 2001? -

If NO explain why

10. Does the expenditure meet the Community Development Grant Funding Criteria? - Yes

## SECTION 2 - Criteria for Assessment

11. In which way does this application address Council priorities?

**Job density increases:**

- Support is given to the creation of distinctive and vibrant town centres and mechanisms to encourage spend in North Ayrshire.

**Children's health and wellbeing is improved through breaking the cycle of poverty, inequality and poor outcomes:**

- Children and young people are safe, healthy, active, aspiring and achieving.

**Adults and older people in North Ayrshire live healthier and more active lives:**

- People are more active more often.
- Mental wellbeing is improved.

**North Ayrshire residents feel safer and communities are empowered:**

- More residents engage in community activities and volunteering.

12. How will the expenditure develop the group/organisation and benefit the local community?

Families of Stevenston can come together and celebrate. There will be something for the whole community - santa for the children, carol singing, a community choir and youth services will be bringing the mobile youth centre. Local businesses will also be involved. Stevenston is amongst the top 15% of the most deprived areas in Scotland and facilitating this event will help to ease the burden on families by allowing them to participate in an event that will be low cost/free.

13. How does the application show innovation or development?

This will be the first Christmas lights event for Stevenston. The group plan to start off small and build on the success each year.

14. Overall assessment?

The group are starting off this year with a small event which they hope to grow year on year. They are aiming to involve local people, schools and businesses and create a festive community spirit in the town.

### SECTION 3 - Details of Proposed Expenditure

15. Amount Requested: £1,905

16. Group Contribution: £400

### SECTION 4 - Recommendation

17. Support Application: Yes

18. Defer Application?

19. Amount recommended: **£1,305**

Give reasons

To go towards the cost of:

- Stage, PA and DJ, entertainment licence, road closure permit, children's rides, santa's grotto, frozen characters, santa and elf outfits (one-off award for this year).

Signature: Claire Duncan

Date: 22 October 2015





North Ayrshire Council  
Comhairle Siorrachd Àir a Tuath

# Community Development Grant Scheme Assessment Form

1. Reporting Officer: Claire Duncan
2. Department: Chief Executive's - Communications  
Telephone No.: 01294 324156

## SECTION 1 - Details of Group/Organisation

3. Name of Group/Organisation: Saltcoats Community Action Group
4. Date of Officer's Visit: 20 October 2015
5. Are you satisfied that the details contained in the Grant Application are accurate? - Yes

If NO give reasons

6. Is the proposal a realistic undertaking of the group? - Yes

If NO explain why

7. Does the group carry appropriate insurance for the project? - Yes
8. Does group attendance concur with the application? - Yes
9. Does your organisation cater for children under the age of 16 years for more than 2 hours and more than 6 times per year? - No

If YES, is it registered with the Care Commission under the Regulation of Care (Scotland) Act 2001? -

If NO explain why

10. Does the expenditure meet the Community Development Grant Funding Criteria? - Yes

## SECTION 2 - Criteria for Assessment

11. In which way does this application address Council priorities?

**Job density increases:**

- Support is given to the creation of distinctive and vibrant town centres and mechanisms to encourage spend in North Ayrshire.

**Children's health and wellbeing is improved through breaking the cycle of poverty, inequality and poor outcomes:**

- Children and young people are safe, healthy, active, aspiring and achieving.

**Adults and older people in North Ayrshire live healthier and more active lives:**

- People are more active more often.
- Mental wellbeing is improved.

**North Ayrshire residents feel safer and communities are empowered:**

- More residents engage in community activities and volunteering.

12. How will the expenditure develop the group/organisation and benefit the local community?

Families in the town can come together and celebrate the festive season with carol singing, music and local dance groups. This event will promote a sense of belonging and civic pride. Local businesses will also participate and enjoy the benefits of this event with additional visitors to the town and longer opening hours.

13. How does the application show innovation or development?

It has been a few years since the event has taken place in Saltcoats town centre and it has become apparent that the local community would like the event back in the town (Christmas spirit in the town has deteriorated over the years).

14. Overall assessment?

The group are starting off this year with a small event which they hope to grow on each year. They are aiming to involve local people, schools and businesses and create a festive community spirit in the town.

### SECTION 3 - Details of Proposed Expenditure

15. Amount Requested: £1,840

16. Group Contribution: £1,000

### SECTION 4 - Recommendation

17. Support Application: Yes

18. Defer Application?

19. Amount recommended: **£1,340**

Give reasons

To go towards the costs of:

- Stage, PA and DJ, entertainment licence, children's rides, santa's grotto, frozen characters, santa and elf costumes (one-off award for this year).

Signature: Claire Duncan

Date: 22 October 2015





North Ayrshire Council  
Comhairle Siorrachd Àir a Tuath

# Local Youth Action Fund Assessment Form

1. Reporting Officer: Bobby McGhee
2. Department: Connected Communities - Active Schools  
Telephone No.: 01294 465900

## SECTION 1 - Details of Group/Organisation

3. Name of Group/Organisation: Evolution Skatepark
4. Date of Officer's Visit: 26 October 2015 (telephone)
5. Are you satisfied that the details contained in the Grant Application are accurate? - Yes

If NO give reasons

6. Is the proposal a realistic undertaking of the group? - Yes

If NO explain why

7. Does the group carry appropriate insurance for the project? - Yes
8. Does group attendance concur with the application? - Yes  
Is the award sought for a new youth activity, facility or service? - Yes
9. Does your organisation cater for children under the age of 16 years for more than 2 hours and more than 6 times per year? - Yes

If YES, is it registered with the Care Commission under the Regulation of Care (Scotland) Act 2001? -

If NO explain why

There is no care element as part of the activities provided. Any participants requiring personal care would need to have their carer present with them.

10. Does the expenditure meet North Ayrshire Council's Single Outcome Agreement Priorities? - Yes

If YES, which Single Outcome Agreement Priorities are being addressed?

**Children's health and wellbeing is improved through breaking the cycle of poverty, inequality and poor outcomes.**

- Children and young people are safe, healthy, active, aspiring and achieving.

## SECTION 2 - Criteria for Assessment

11. In which way does this application address Local Youth Action Fund Objectives?

- Increase the number of services and facilities available that provide constructive and relevant activities.
- Increase in numbers of young people accessing facilities.
- Young people to have a sustained interest and involvement in the activities provided.
- A reduction in youth related call outs to police in areas where new facilities are located.
- A reduction in community perception/concerns about youth crime.
- An increase in satisfaction of young people.

12. What youth engagement/consultation has been undertaken regarding the proposed activity, service or facility?

This is a backdated application (received prior to the event) to support the costs of the 10th anniversary of the skatepark, which took place on Saturday 19 September. The day was a big success and attracted large numbers of people, showing the value of the Skatepark to local people.

Members of the Skatepark were involved in the planning and delivery of the day.

13. What community engagement/consultation has been undertaken regarding the proposed activity, service or facility?

Local community groups were actively involved in planning and delivering the 10th Anniversary Day.

14. Are Partnership links in place? Yes

North Ayrshire Community Planning Partnership - Core Funding.  
North Ayrshire Active Schools - development of programme and membership growth.

15. Overall Assessment

Evolution Skatepark receives core funding from North Ayrshire Community Planning Partnership. The Board is working hard on a project to build a roof over the facility as it cannot be used when it is raining, resulting in a significant reduction in visits and

therefore income. The park is probably the best of its kind in Scotland and something which North Ayrshire should rightly be proud of. The Board have built up reserves of circa £55k towards this project, demonstrating good financial planning.

It has 4,001 members, mostly young people and mostly from North Ayrshire (breakdown of where members live is not currently available).

### SECTION 3 - Details of Proposed Expenditure

16. Amount Requested: £1,000

17. Group Contribution: £271

### SECTION 4 - Recommendation

18. Support Application: Yes

19. Defer Application?

20. Amount recommended: **£500**

Give reasons

A contribution towards the costs of celebrating a significant milestone for Evolution Skatepark would demonstrate the support of North Ayrshire Council to the Board of the Skatepark as it seeks to develop its engagement with key partners.

The recommended amount will go toward the family entertainment.

Signature: Bobby McGhee

Date: 27 October 2015



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**NORTH AYRSHIRE COUNCIL**

**Agenda Item 10**

**12 November 2015**

**Ardrossan and Arran, Saltcoats and Stevenston  
Area Committee**

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**Title:** **Community Benefit Fund: Applications for Grant Aid**

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**Purpose:** To advise the Committee of applications received in respect of the Community Benefit Fund.

---

**Recommendation:** It is recommended that the Committee considers the applications as outlined in the attached Appendix.

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**1. Executive Summary**

1.1 The Committee will recall the criterion for the distribution of the Community Benefit Fund, as previously agreed at its meeting on 18 February 2010:-

- (i) priority will be given to environmental projects but the Fund will continue to support applications which do not have an environmental perspective;
- (ii) the criteria will be the same in the three localities;
- (iii) there is no maximum level of grant, although grants will not normally exceed £4,000 and these will be dealt with by exception;
- (iv) there is no minimum level of grant funding; and
- (v) local groups will be given priority over national groups.

**2. Background**

2.1 The Community Benefit Fund has an overall balance of £19,906.13 with the remaining sum allocated to Ardrossan.

2.2 Applications have been received from the groups outlined in the table below. Further information on each application is provided at Appendix 1. A recommendation is not made by officers on the approval of applications, this being a matter for consideration by the Committee.

<b>Ardrossan</b>	<b>Sum requested (£)</b>	<b>Current Balance- £ 19,906.13</b>
Ardrossan Christmas Lights	£4,000	The group are seeking funding for the purchase/rental and installation of Christmas decorative lighting throughout Ardrossan Town Centre.

### 3. Proposals

3.1 The Committee is asked to consider the applications as outlined in the Appendix to the report.

### 4. Implications

<b>Financial:</b>	Awards will be met from the 2015/16 ongoing Community Benefit Fund balance.
<b>Human Resources:</b>	There are no human resource implications arising from this report.
<b>Legal:</b>	There are no legal implications arising from this report.
<b>Equality:</b>	There are no equality implications arising from this report.
<b>Environmental &amp; Sustainability:</b>	Support for the application may contribute towards the Single Outcome Agreement for North Ayrshire as follows:  11. Strong resilient and supported communities where people take responsibility for themselves; 11a. Levels of voluntary action and community involvement have increased; 11b. Partnership working between the public community and voluntary sector has improved; 12a. Our environment is protected and enhanced.
<b>Key Priorities:</b>	Supports priority 2 of the Council Plan - working together to develop stronger communities.
<b>Community Benefits:</b>	The applications to be considered each propose that community benefit would be achieved should funding be approved.

## **5. Consultation**

- 5.1 Consultation has taken place with the applicant bodies and appropriately qualified officers in the Council.



**KAREN YEOMANS**  
Executive Director (Economy and Communities)

Reference : JC/FG

For further information please contact Jim Cumming on 324921

### **Background Papers**

None.



## COMMUNITY BENEFIT FUND

### OFFICER REPORT

#### Applicant Contact Details

<b>Name of Organisation:</b> Ardrossan Christmas Decorations Committee	<b>Contact Person:</b> Alison Montgomery
<b>Address for Correspondence:</b> 20 Rowanside Terrace Ardrossan	<b>Telephone Number:</b> 07531744742
<b>Postcode:</b> KA22 7LH	

#### Description of Applicant Organisation

<b>Number of Members:</b> 8	<b>Established:</b> 2001
<b>Meeting Place:</b> Ardrossan Youth Centre	<b>Date of Visit:</b> 23/10/15
<b>Description of the Project:</b> The group are seeking funding to purchase, lease and install Christmas decorations in Ardrossan Town centre.	

#### Funding

<b>Amount requested:</b> £4,000	<b>Contribution by Group:</b> £1,000
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#### Supporting Information Provided

<b>Constitution/Memorandum of Articles:</b> Available	
<b>Bank Details:</b> Available	<b>Balance in Bank:</b> £2,600

## Additional Comments on Scoring

<b>Criteria:</b>			
1. Charitable	<input type="checkbox"/>	2. Educational	<input type="checkbox"/>
3. Community	x	4. Environmental	<input type="checkbox"/>
5. Renewable Energy	<input type="checkbox"/>	6. Energy Efficiency	<input type="checkbox"/>
7. Sustainable Development	<input type="checkbox"/>	8. General Community Amenity	x
<b>Level of environmental enhancement:</b> The upgraded Christmas lights will enhance the environment of the town.			
<b>Level of community involvement:</b> The group fundraise each year to add or replace the Christmas lights display.			
<b>Level of funding secured or available:</b> The group have secured £1,000 towards the Christmas lights display.			
<b>Experience of group to deliver project:</b> This is a very experienced group who have been delivering the Christmas lights display across Ardrossan town centre for many years.			
<b>Future sustainability of project:</b> Fundraising is ongoing with the support of the local community and local businesses.			
<b>Location of Project:</b> Ardrossan Town Centre Glasgow St. – Princes St.			

### Officer Details

<b>Name:</b>	<b>Jim Cumming</b>	<b>Position:</b>	<b>Regeneration Officer</b>
<b>Telephone No:</b>	<b>01294 324921</b>	<b>Date:</b>	<b>23/10/15</b>

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**NORTH AYRSHIRE COUNCIL**

**Agenda Item 11**

**12 November 2015**

**Ardrossan and Arran, Saltcoats and Stevenston  
Area Committee**

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**Title:** **Stevenston Common Good Fund: Application for  
Financial Assistance**

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**Purpose:** To advise the Committee on an application received in respect of the Stevenston Common Good Fund for 2015/16.

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**Recommendation:** That the Committee (a) notes the balance available for disbursement; and (b) considers the application outlined in the attached Appendix 2.

---

**1. Executive Summary**

1.1 A budget of £7,188 is available for disbursement from the Stevenston Common Good Fund for the financial year 2015/16.

**2. Background**

2.1 An application for funding has been received from RSPB Scotland. Details of the application are provided in the attached Appendix 2.

**3. Proposals**

3.1 The Committee is asked (a) note the balance available for disbursement; and (b) consider the application outlined in the attached Appendix 2.

#### 4. Implications

<b>Financial:</b>	None
<b>Human Resources:</b>	None
<b>Legal:</b>	None
<b>Equality:</b>	None
<b>Environmental &amp; Sustainability:</b>	None
<b>Key Priorities:</b>	Support of the application would contribute towards the Single Outcome Agreement for North Ayrshire as follows:- 11(a) Levels of voluntary action and community involvement have increased.  11(b) Partnership working between the public, community and voluntary sector has increased.
<b>Community Benefits:</b>	None

#### 5. Consultation

- 5.1 Legal, Finance and Corporate Support, and Economy and Communities have been consulted on the application and their comments are detailed in the attached Appendix.



ELMA MURRAY  
Chief Executive

Reference :  
For further information please contact Hayley Clancy, Committee Services Support Officer on 324136.

#### **Background Papers**

None

2015-16

## ARDROSSAN AND ARRAN, SALTCOATS AND STEVENSTON AREA COMMITTEE

## STEVENSTON COMMON GOOD FUND 2015/16

REFERENCE	ORGANISATION	AMOUNT OF GRANT	BALANCE OF BUDGET
	<b>ORIGINAL BUDGET</b>		<b>£14,688.00</b>
01/15-16	Stevenston Christmas Lights Fund	£5,000	<b>£9,688.00</b>
02/15-16	Alex McLatchie	£1,500	<b>£8,188.00</b>
03/15-16	International Historical, Cultural and Geographical Agency	£ 1,000.00	<b>£7,188.00</b>



**ARDROSSAN, ARRAN & SALTCOATS, STEVENSTON  
AREA COMMITTEE**

**STEVENSTON COMMON GOOD FUND  
APPLICATION FOR FINANCIAL ASSISTANCE 2015/16**

**Common Good Criteria -**

**The application should benefit all or a significant group of the inhabitants of the area to which the Common Good relates**

<b>Applicant</b>	<b>Purpose of Grant</b>	<b>Amount Requested</b>	<b>Previous Common Good Awards</b>
RSBP Scotland	Garnock Futurescape Project – Wetland Creation project at Ardeer Quarry Local Nature Reserve	£4000	N/A

Economy & Communities, Finance & Corporate Support, and Legal Services have been consulted and their comments are as follows:

**Finance & Corporate Support**

Finance and Corporate Support have reviewed the application and have no objections.

**Legal**

As per Section 15(4) of the Local Government (Scotland) Act 1994, the Committee is required to have regard to the interests of all the inhabitants of the area when considering whether the application should receive assistance from Common Good funds.

It states in the application that funding is required primarily to develop a wetland creation at Ardeer Quarry Local Nature reserve. This is aimed at improving the sites value for wildlife and local people and it will be used by the local community for relaxation, recreation and educational purposes. There will also be volunteering opportunities afforded by the project benefitting the local people.

Legal believe that a grant could be justified as the project will attract visitors from the local area and beyond, encouraging a greater use of a key recreational site for the Stevenston community.

**Economy & Communities**

RSPB has no internal project funding to deliver community work like this within their Futurescape and wholly depend on small grant funding to support it.

The aim of the project is to help support Ardeer FRIENDS group to develop a wetland enhancement project at Ardeer Quarry Local Nature Reserve (LNR). The wetland creation project is a long term objective of the Ardeer FRIENDS group who operate as custodians of the site, pursuing its maintenance and enhancement. The wetland features as a key objective in North Ayrshire Council's Management Plan for the site and supports objectives of the Local Biodiversity Action Plan.

Funding will allow the finance of stage 1 of this project to undertake a number of geotechnical surveys, carry out topographical modelling and develop engineering contract drawings for the creation of the wetland. Funding will also allow Futurescape project to assist FRIENDS in taking this project from a concept to pre-construction stage and allow them to provide support to the project throughout, via project management and conservation advice. The key output of this phase of the project will be a set of wetland designs ready to hand over to a contractor to deliver the physical habitat work.

Economy and Communities are supportive of this application.



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## **NORTH AYRSHIRE COUNCIL**

### **Agenda Item 12.1**

**12 November 2015**

**Ardrossan and Arran, Saltcoats and Stevenston  
Area Committee**

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**Title:** **North Ayrshire Council (Ardrossan) Charitable Trust**

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**Purpose:** To advise the Committee on the implications of both the dissolution of the North Ayrshire Council (Ardrossan) Charitable Trust and of not utilising the remaining funds.

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**Recommendation:** That the Committee (a) notes the requirements of OSCR and (b) considers the future of the Trust.

---

#### **1. Executive Summary**

- 1.1 At its meeting of 17 September 2015, the Ardrossan and Arran, Saltcoats and Stevenston Area Committee received a grant application for The North Ayrshire Council (Ardrossan) Charitable Trust ("the Trust") which, if granted, would have resulted in the depletion of capital balances. At that time, the Area Committee requested further information on the impact of taking such decisions which could result in the Trust being wound up. The Trust, which is regulated by the Office of the Scottish Charity Regulator (OSCR), has been dormant since the date of its registration.

#### **2. Background**

- 2.1 North Ayrshire Council is custodian of 12 registered charitable trusts. Each trust has a legal purpose and funds from the trusts are disbursed as grants.
- 2.2 The North Ayrshire Council (Ardrossan) Charitable Trust has been identified as dormant by Audit Scotland in its 2014/15 audit report and as such, options for the expenditure of the remaining funds are being proposed to the Area Committee.

- 2.3 At its meeting of 17 September 2015, the Ardrossan and Arran, Saltcoats and Stevenston Area Committee received an application that would have resulted in the depletion of capital balances and as such, requested that advice was sought from (OSCR) on both the impact of dissolution of the Trust and of not utilising the funds of the Trust and this advice can be summarised as follows:
- 2.3.1 As Area Committees consider applications which will utilise the remaining capital balances, they are potentially taking decisions to wind-up individual trusts.
- 2.3.2 Trustees must seek the consent of OSCR before proceeding to wind-up individual trusts, therefore final approval for the disbursement of grants should not be given before this is received.
- 2.3.3 A written application to OSCR is required and OSCR need 42 days' notice before the date on which the proposed change is to take place.
- 2.3.4 Assuming that OSCR approve the proposed change, a further notice must be sent to them confirming that the change has been made. While it is not anticipated that there will be any difficulty gaining the consent of OSCR, it cannot be presumed that consent will be granted.
- 2.3.5 The Trust Deeds do not specify a timescale for disbursement of funds, therefore there are no regulatory implications if the funds are not utilised. However, funds have been placed in the care of the Trustees for disbursement to the poor, disabled, elderly, or those in poor health and Audit Scotland have noted that the applications are not forthcoming, permitting disbursements from these funds.
- 2.4 The balance currently held by the North Ayrshire Council (Ardrossan) Charitable Trust is £7,613. This is held for the following purposes:
- |  |        |
|--|--------|
| Restricted Funds Poverty               | £3,575 |
| Restricted Funds Age/Health/Disability | £4,038 |
- 2.5 The Trust, which was registered on 1 April 2013, has to date received no grant applications; consequently no disbursements have been made.

### **3. Proposals**

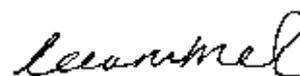
- 3.1 It is proposed that the Committee (a) notes the requirements of OSCR; and (b) considers the future of the Trust.

#### 4. Implications

<b>Financial:</b>	The balance of funds currently held in the North Ayrshire Council (Ardrossan) Charitable Trust is £7,613.
<b>Human Resources:</b>	None.
<b>Legal:</b>	The funds of the Trust must be disbursed in line with its purpose(s). In the North Ayrshire Council (Ardrossan) Charitable Trust, funds are held for: Purpose A - the prevention or relief of poverty Purpose B - the relief of those in need by reason of age, ill health, disability, financial hardship or other disadvantages.
<b>Equality:</b>	Purpose B favours those in need by reason of age, ill health and disability.
<b>Environmental &amp; Sustainability:</b>	None.
<b>Key Priorities:</b>	The award of funding contributes to Priority 4: Supporting all of our people to stay safe, healthy and active.
<b>Community Benefits:</b>	None

#### 5. Consultation

- 5.1 The Office of the Scottish Charity Regulator and the Senior Manager (Legal Services) and have been consulted in the preparation of this report.



LAURA FRIEL  
Executive Director (Finance and Corporate Support)

Reference :  
For further information please contact Christine McCourt, Team Manager (Financial Management) on 01294 324546.

#### Background Papers

None



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## NORTH AYRSHIRE COUNCIL

### Agenda Item 12.2

12 November 2015

Ardrossan and Arran, Saltcoats and Stevenston  
Area Committee

---

**Title:** North Ayrshire Council (Ardrossan) Charitable  
Trust: Applications for Financial Assistance

---

**Purpose:** To advise the Committee on applications received in  
respect of the Trust.

---

**Recommendation:** That the Committee (a) notes the financial position;  
and (b) considers and determines the applications.

---

#### 1. Executive Summary

- 1.1 North Ayrshire Council previously approved the establishment of Charitable Trusts at its meeting in January 2012. A subsequent report was submitted to the Committee on 28 November 2013 outlining the proposed procedure for considering applications and grants from the Trust.
- 1.2 The funds held in each Trust across North Ayrshire are held in separate sub-funds for the following 3 purposes:-
- A the prevention or relief of poverty,
  - B the provision of recreational facilities, or the organisation of recreational activities, with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended, and
  - C the relief of those in need by reason of age, ill-health, disability, financial hardship or other disadvantage.
- 1.3 In the case of the Ardrossan Trust, funds are held for purpose A - the prevention or relief of poverty, and for purpose C - Age/III Health/Disability.
- 1.4 The Executive Director (Finance and Corporate Support) confirmed to the Cabinet on 20 April 2015 that the amount available for disbursement from the Ardrossan Charitable Trust for 2015/16 is £44 (£21 for Poverty and £23 for Age/III Health/Disability).

## **2. Background**

- 2.1 The Trustees' primary obligation is to consider whether an application meets the trust purposes in accordance with the terms of the Trust Deed. In so doing, the Trustees must act in good faith. The Committee must, therefore, take cognisance of the facts behind any application. Each application should be considered on its own merit.
- 2.2 The attached schedule provides details of applications received.

## **3. Proposals**

- 3.1 It is proposed that the Committee (a) notes the financial position; and (b) considers and determines the applications for financial assistance, having regard to the satisfaction of the Trust purposes.

#### 4. Implications

<b>Financial:</b>	It should be noted that the amount of grant requested exceeds the amount available for disbursement from the Trust for 2015/16 but that there is provision to utilise the remaining capital balance.
<b>Human Resources:</b>	None
<b>Legal:</b>	Applicants must fulfil the criteria required by The Trust. In the case of the Ardrossan Trust, funds are held for <ul style="list-style-type: none"><li>● Purpose A - the prevention or relief of poverty;</li><li>● Purpose C - Age/III Health/Disability</li></ul>
<b>Equality:</b>	None
<b>Environmental &amp; Sustainability:</b>	None
<b>Key Priorities:</b>	The award of funding contributes to the following outcomes: <ul style="list-style-type: none"><li>● More vulnerable people are supported within their own communities (6d)</li><li>● People are more active more often (6e)</li><li>● Disadvantage on the basis of race, disability, gender, age, religious belief or sexual orientation is reduced (7c).</li></ul>
<b>Community Benefits:</b>	None

#### 5. Consultation

5.1 Legal, Finance and Corporate Support, and Economy and Communities have been consulted on the applications.



ELMA MURRAY  
Chief Executive

Reference :

For further information please contact Hayley Clancy, Committee Services Support Officer on 01294 324136.

#### **Background Papers**

None



## AASS AREA COMMITTEE

North Ayrshire Council Charitable Trust (Ardrossan)

## ANALYSIS OF GRANTS EXPENDITURE 2015/16

GRANT REF	APPLICANT	PURPOSE	AWARD	BUDGET
			£	£
	<b>BUDGET</b>			£44.00
	Recommended Expenditure			



APPLICANT/ JUSTIFICATION OF CRITERIA	PURPOSE	AMOUNT REQUESTED £	PREVIOUS AWARDS £
Ardrossan Music Experience	Intergenerational Music Programme	4000	
<p>Legal, Finance and Economy &amp; Communities have commented on the application, as undernoted:-</p> <p><b><u>Legal</u></b>  The application is for funding to assist with the costs of planning and delivering a number of events as part of the Ardrossan Music Experience.</p> <p>In terms of the trust deed there are 3 purposes for which assistance may be given:  Purpose A - the prevention or relief of poverty;  Purpose B - the provision of recreational facilities or the organisation of recreational activities with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended; and  Purpose C - the relief of those in need by reason of age, ill health, disability, financial hardship or other disadvantage.</p> <p>It is not clear the application falls under Purpose A, but it could be argued it meets the criteria of Purpose B, as it is for the organisation of recreational activities with the object of improving the conditions of life for the persons for whom the activities are primarily intended, in this case the elderly and young persons.</p> <p>The application can therefore be granted as it meets one of the Trust Purposes, provided the Trustees are satisfied that granting the application will be a beneficial use of the trust funds in achieving the main purpose of relief of the poor. It should also be noted that the amount requested is in excess of the annual income available for distribution from the Trust. If minded to grant the request, the Trustees may either restrict the amount awarded to the annual amount available or, as this fund is considered a dormant trust [in terms of the Report to Cabinet on 21 April 2015], consider depleting the capital balance. Note a report to the Office of the Scottish Charity Regulator will be required in due course if the capital is reduced significantly to the extent that the Trust will require to be wound up.</p> <p><b><u>Finance</u></b>  Finance have reviewed the application and have noted that the total cost is £13,550, the request is for £4,000 and the bank balance at 1st August 2015 was £5,104.47</p> <p>The application states that their contribution will be £9,550 but as they only have £5,104.47, there is a deficit of £4,402.53 and although they state that they have applied to the Moffat Trust, they have not detailed where the additional funding is coming from if they do not receive the a grant.</p> <p><b><u>Economy &amp; Communities</u></b>  The funding will go towards the planning and delivery of</p> <ul style="list-style-type: none"> <li>• the main A.M.E.events</li> <li>• musical master classes for young people</li> <li>• intergenerational work with three residential homes</li> </ul> <p>All of the above will build a programme that contributes toward the regeneration of the town as a place to visit and enjoy. The master class programme will offer a first class educational experience which will improve the musical skills of the young people who want to develop a career in the creative arts.</p> <p>The Intergenerational work will also enhance the lives of older people by engaging them with the young people in an intergenerational musical experience, that is both enjoyable and stimulating, increasing the health and wellbeing of both young and old creating a strong sense of social cohesion.</p> <p>Economy and Communities are supportive of this application.</p>			

APPLICANT/ JUSTIFICATION OF CRITERIA	PURPOSE	AMOUNT REQUESTED £	PREVIOUS AWARDS £
Ardrossan Youth Association	Development of three new projects		
<p>Legal, Finance and Economy &amp; Communities have commented on the application, as undernoted:-</p> <p><b><u>Legal</u></b> The application meets the criteria of Purpose B, as it is for the provision of recreational facilities and the organisation of recreational activities with the object of improving the conditions of life for the persons for whom the activities are primarily intended, in this case young persons.</p> <p>The application can therefore be granted as it meets one of the Trust Purposes, provided the Trustees are satisfied that granting the application will be a beneficial use of the trust funds in achieving the main purpose of relief of the poor. It should also be noted that the amount requested (although not stated at section 3 of the application) appears to be in excess of the annual income available for distribution from the Trust. If minded to grant the request, the Trustees may either restrict the amount awarded to the annual amount available or, as this fund is considered a dormant trust, consider depleting the capital balance. Note a report to the Office of the Scottish Charity Regulator will be required in due course if the capital is reduced significantly to the extent that the Trust will require to be wound up.</p> <p><b><u>Finance</u></b> The association is contributing £1,100 but no details are given as to whether they are currently holding these funds in a bank account or they have still to raise these funds.</p> <p><b><u>Economy &amp; Communities</u></b> The funding will enable the association to provide additional opportunities for the young people of Ardrossan.</p> <p>The Association in partnership with Youth Participation and Empowerment Team has consulted with representative groups of young people and the three ideas that they would like to develop form the basis of their application.</p> <p>Economy and Communities are supportive of this application.</p>			

APPLICANT/ JUSTIFICATION OF CRITERIA	PURPOSE	AMOUNT REQUESTED £	PREVIOUS AWARDS £
NA Food Bank	Community Cinema Project	4053	

Legal, Finance and Economy & Communities have commented on the application, as undernoted:-

**Legal**

The application meets the criteria of Purpose B, as it is for the provision of recreational facilities and the organisation of recreational activities with the object of improving the conditions of life for the persons for whom the activities are primarily intended, being persons on low income who might otherwise be unable to take part in such activities. It could also be argued that it meets Purposes A and C, particularly the latter which makes specific reference to relief of those in need by reason of financial hardship. However, this is less clear and I think Purpose B seems the most appropriate.

The application can therefore be granted as it meets one of the Trust Purposes, provided the Trustees are satisfied that granting the application will be a beneficial use of the trust funds in achieving the main purpose of relief of the poor. It should also be noted that the amount requested is in excess of the annual income available for distribution from the Trust. If minded to grant the request, the Trustees may either restrict the amount awarded to the annual amount available or, as this fund is considered a dormant trust, consider depleting the capital balance. Note a report to the Office of the Scottish Charity Regulator will be required in due course if the capital is reduced significantly to the extent that the Trust will require to be wound up.

**Finance**

Finance have no objections or comments.

**Economy & Communities**

The funding will go towards developing a Community Centre which the organisation has planned and received a licence for the last three years.

The community cinema, whilst a fundraising project towards the sustainability of the Foodbank will offer a low cost/free access to the cinematic showings. Currently it assist in the two areas of Barrmill and Ardeer.

Economy and Communities are supportive of this application



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## NORTH AYRSHIRE COUNCIL

### Agenda Item 12.3

12 November 2015

Ardrossan and Arran, Saltcoats and Stevenston  
Area Committee

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**Title:** North Ayrshire Council (Saltcoats) Charitable  
Trust: Applications for Financial Assistance

---

**Purpose:** To advise the Committee on applications received in  
respect of the Trust.

---

**Recommendation:** That the Committee (a) notes the financial position;  
and (b) considers and determines the applications.

---

#### 1. Executive Summary

- 1.1 North Ayrshire Council previously approved the establishment of Charitable Trusts at its meeting in January 2012. A subsequent report was submitted to the Committee on 28 November 2013 outlining the proposed procedure for considering applications and grants from the Trust.
- 1.2 The funds held in each Trust across North Ayrshire are held in separate sub-funds for the following 3 purposes:-
- A the prevention or relief of poverty,
  - B the provision of recreational facilities, or the organisation of recreational activities, with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended, and
  - C the relief of those in need by reason of age, ill-health, disability, financial hardship or other disadvantage.
- 1.3 In the case of the Saltcoats Trust, funds are held for purpose A - the prevention or relief of poverty.
- 1.4 The Executive Director (Finance and Corporate Support) confirmed to the Cabinet on 20 April 2015 that the amount available for disbursement from the Ardrossan Charitable Trust for 2015/16 is £51 for Poverty.

## 2. Background

2.1 The Trustees' primary obligation is to consider whether an application meets the trust purposes in accordance with the terms of the Trust Deed. In so doing, the Trustees must act in good faith. The Committee must, therefore, take cognisance of the facts behind any application. Each application should be considered on its own merit.

2.2 The attached schedule provides details of the applications received.

## 3. Proposals

3.1 It is proposed that the Committee (a) notes the financial position; and (b) considers and determines the applications for financial assistance, having regard to the satisfaction of the Trust purposes.

## 4. Implications

<b>Financial:</b>	It should be noted that the amount of grant requested exceeds the amount available for disbursement from the Trust for 2015/16 but that there is provision to utilise the remaining capital balance.
<b>Human Resources:</b>	None
<b>Legal:</b>	Applicants must fulfil the criteria required by The Trust. In the case of the Ardrossan Trust, funds are held for <ul style="list-style-type: none"><li>● Purpose A - the prevention or relief of poverty; and</li><li>● Purpose C - Age/III Health/Disability</li></ul>
<b>Equality:</b>	None
<b>Environmental &amp; Sustainability:</b>	None
<b>Key Priorities:</b>	The award of funding contributes to the following outcomes: <ul style="list-style-type: none"><li>● More vulnerable people are supported within their own communities (6d)</li><li>● People are more active more often (6e)</li><li>● Disadvantage on the basis of race, disability, gender, age, religious belief or sexual orientation is reduced (7c).</li></ul>
<b>Community Benefits:</b>	None

## 5. Consultation

- 5.1 Legal, Finance and Corporate Support, and Economy and Communities have been consulted on the applications.



ELMA MURRAY  
Chief Executive

Reference :

For further information please contact Hayley Clancy, Committee Services Support Officer on 324136.

### **Background Papers**

None



## AASS AREA COMMITTEE

## North Ayrshire Council Charitable Trust (Saltcoats)

## ANALYSIS OF GRANTS EXPENDITURE 2015/16

GRANT REF	APPLICANT	PURPOSE	AWARD	BUDGET
			£	£
	<b>BUDGET</b>			£51.00
	Recommended Expenditure			



## SALTCOATS CHARITABLE TRUST

APPLICANT/ JUSTIFICATION OF CRITERIA	PURPOSE	AMOUNT REQUESTED £	PREVIOUS AWARDS £
Saltcoats Community Action Group	Christmas Lights	9484	

Legal, Finance and Economy & Communities have commented on the application, as undernoted:-

**Legal**

The application meets the criteria of Purpose B, as it is for the provision of recreational facilities and the organisation of recreational activities with the object of improving the conditions of life for the persons for whom the activities are primarily intended, being disadvantaged persons, particularly persons on low income.

The application can therefore be granted as it meets one of the Trust Purposes, provided the Trustees are satisfied that granting the application will be a beneficial use of the trust funds in achieving the main purpose of relief of the poor. It should also be noted that the amount requested is in excess of the annual income available for distribution from the Trust. If minded to grant the request, the Trustees may either restrict the amount awarded to the annual amount available or, as this fund is considered a dormant trust, consider depleting the capital balance. Note a report to the Office of the Scottish Charity Regulator will be required in due course if the capital is reduced significantly to the extent that the Trust will require to be wound up.

**Finance**

There is a further grant application for £5000 which is required to fund the project - if this is not received are there other options to allow the project to move forward.

**Economy & Communities**

The town Christmas lights and switch on event has not taken place for a number of years, therefore Saltcoats Community Action Group are planning to re-introduce both Christmas lights and festive event for the people of the town.

The group will work with local schools, services, businesses and people to create a festive celebration event that will lift the spirits of the local people and also by bringing people to the town contributing to the economic activity and regeneration of the town centre.

Economy and Communities are supportive of this application.

## SALTCOATS CHARITABLE TRUST

APPLICANT/ JUSTIFICATION OF CRITERIA	PURPOSE	AMOUNT REQUESTED £	PREVIOUS AWARDS £
3TFM Community Radio for Health	Pay licences for 1 year	1500	

Legal, Finance and Economy & Communities have commented on the application, as undernoted:-

### **Legal**

It appears the application may meet the criteria of Purpose A, and may also meet the criteria of Purpose C (although this is not particularly well set out in the application form itself). In particular, Legal note the principal objects of the applicant (as set out in their annual report) include to relieve poverty and advance health. Their activities to achieve these objects include providing training and work experience, providing access to healthy lifestyle information and guidance on health and the availability of support and advice. It could therefore be argued the provision of advice and guidance and training/volunteering opportunities may assist with the relief of poverty and provide assistance to those in need by reason of disability and financial hardship.

The application can therefore be granted as it meets one of the Trust Purposes, provided the Trustees are satisfied that granting the application will be a beneficial use of the trust funds in achieving the main purpose of relief of the poor. It should also be noted that the amount requested is in excess of the annual income available for distribution from the Trust. If minded to grant the request, the Trustees may either restrict the amount awarded to the annual amount available or, as this fund is considered a dormant trust, consider depleting the capital balance. Note a report to the Office of the Scottish Charity Regulator will be required in due course if the capital is reduced significantly to the extent that the Trust will require to be wound up.

### **Finance**

Finance & Corporate Support have reviewed the application to the Saltcoats Town Trust and note that the total cost of the licences is £4790 not £4780.

The grant applied for is £1,500 and the current bank balance is £1,580.51, the application also states that a further grant for £1,500 has been applied for from Bank of Scotland - this totals ££4,580.51. This still leaves a deficit of £210. The budget allocated to Saltcoats Town Trust is £51.00.

### **Economy & Communities**

The aims of the station are to advance health, education, citizenship and community development as well as to relieve poverty.

The licences enable the radio station to stay on air and serve the community of Ardrossan, Saltcoats and Stevenston.

The station broadcasts daily and provides training with the residents of the community in the design and production of local radio programmes which provide access to healthy lifestyle information, uplifting and educational speech, music of relevance to the community, which provides entertainment. For example:

- Providing public health information and general advice and guidance on health and wellbeing through the medium of the community radio station.
- Providing training, particularly to unemployed people, and to provide unemployed people with volunteering opportunities, work experience and access to childcare facilities.
- Providing opportunities for individuals and groups from the community to broadcast, with an emphasis on young people and adults affected by social exclusion.
- Providing guidance on the availability of support and advice from statutory bodies, agencies and charities within the community, and to do so without distinction or race, sex or political, religious or other opinions.

Economy and Communities are supportive of this application.