

**MINUTES OF THE MEETING OF THE BUTE AND COWAL COMMUNITY PLANNING GROUP HELD
BY MICROSOFT TEAMS
ON TUESDAY, 30 APRIL 2024**

Present: Jean Moffatt, Bute Community Council (Chair)
Reeni Kennedy-Boyle, Fyne Futures
Stuart McLean, Committee Manager, Argyll and Bute Council
Rona Gold, Communities and Partnership Manager, Argyll and Bute Council
Ailie Law, Community Development Officer, Argyll and Bute Council
Aimie Dow, Community Development Officer, Argyll and Bute Council
Susan Tuite, Senior Welfare Rights Officer, Argyll and Bute Council
Councillor Ross Moreland
Councillor Gordon Blair
Councillor Peter Wallace
Sergeant Sophie Marshall, Police Scotland
Tony McGloin Scottish Fire and Rescue Service
Rhona Altin, UHI Argyll
Robert Trybis, Dunoon Gourock Ferry Action Group
Ann Campbell, Dunoon Community Development Trust
Janis Marshall Reilly, Argyll and Bute TSI
Rhona Grant, Community Learning Services, Live Argyll
Alex Wilde, Shaping Places for Wellbeing, Improvement Service
Jenny Dryden, Argyll and Bute Health and Social Care Partnership
Tom McCowan, Dunoon Community Council
Dee James, Bute and Cowal Living Well Network
Rhyddian Knight, Friends of Glenan Wood

Attending: Councillor William Sinclair
Councillor Audrey Forrest
Takki Sulaiman, Argyll and Bute TSI
Iona Tytler, Castle House Museum
Jamie Joyce, ACT
Andrew Galloway, Local Democracy Reporter, Argyll and Bute

1. WELCOME AND APOLOGIES

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

Apologies for absence were intimated on behalf of:

Melony MacLean, Argyll Community Housing Association (ACHA);
Becky Hothersall, The Poverty Alliance;
John Parker, Sandbank Community Development Trust; and
Inspector Bart Simonis, Police Scotland.

2. DECLARATIONS OF INTEREST

There were no declarations of interest intimated.

3. MINUTES

(a) Meeting of the Bute and Cowal Community Planning Group held on 6 February 2024

The Minutes of the Bute and Cowal Area Community Planning Group meeting held on Tuesday 6 February 2024 were approved as a correct record.

4. COMMUNITY PLANNING PARTNERSHIP MANAGEMENT COMMITTEE UPDATE

The Group gave consideration to a report which outlined matters discussed during a meeting of the Community Planning Partnership (CPP) Management Committee held on 10 April 2024.

Stuart McLean, Committee Manager, highlighted the Management's Committee response to an issue raised by the Bute and Cowal Area Community Planning Group in relation to proposals for Greenock Police Station and that Pippa Milne, Chief Executive at Argyll and Bute Council had encouraged the ACPG members to contact Police Scotland directly on this issue. The update also advised of a proposed new governance structure for the Community Planning Partnership to assist in delivering actions from the Argyll and Bute Outcomes Improvement Plan (ABOIP); updates to the Transport Infrastructure, Housing and Community Wellbeing ABOIP outcomes; and progress with relevant projects, including an update to the Terms of Reference for the Climate Change Working Group.

Rona Gold, Community Planning Manager, provided clarification in relation to discussions about the governance structure of the Community Planning Partnership, having noted some disagreements with the proposals expressed at the Management Committee meeting and within a report that featured on the agenda for this meeting. It was highlighted that no decisions had been made in relation to this matter and partners would be working together to ensure that the meetings taking place were meaningful, and allowed as much time and resource as possible for action and progress on the ABOIP outcomes. It was noted that a development session with CPP partners would be held in June, and details of this session would be circulated to relevant partners in due course.

Decision

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

(Reference: Report by Committee Manager, Argyll and Bute Council, dated 30 April 2024, submitted)

5. UPDATE ON COMMUNITY COUNCIL INTERIM BY-ELECTIONS

Consideration was given to a report which provided an update on the membership of community councils in the Bute and Cowal area following the closure of the nomination period for the interim by-elections.

Decision

The Bute and Cowal Area Community Planning Group considered and noted the information provided.

(Reference: Report by Governance Officer, Argyll and Bute Council, dated 30 April 2024, submitted)

6. ARGYLL AND BUTE HEALTH AND SOCIAL CARE PARTNERSHIP - PUBLIC HEALTH

(a) The Annual Report of the Director of Public Health 2023 (NHS Highland) : 'Medication & Public Health - Do the Right Thing'

Consideration was given to a public health update from NHS Highland. The update focussed on The Annual Report of the Director of Public Health 2023 (NHS Highland): 'Medication & Public Health – Do the Right Thing. The report examined public health challenges and the benefits and drawback of prescribed medicines, with a focus on escalating levels of pharmacotherapy and its impacts on both individuals, and the population and their environment, including the rise of antibiotic resistance and the environmental pollution caused by medicines.

The report also provided information on the following key issues: The Environment: How medication can make out environment sicker; Hepatitis C: How medication is transforming treatment and prevention; Social Prescribing: How an alternative to medication can work; and Prescriptions for Pain: How medication can have long-lasting effects on public health. A case study regarding how medication and other measures can work together to improve health was also considered.

It was noted that a copy of the presentation provided to the Group would be circulated by e-mail following the meeting.

Decision

The Bute and Cowal Area Community Planning Group considered and noted the information provided.

(Reference: Report by Health Improvement Senior, NHS Highland, submitted)

7. SOCIAL CARE FOR ADULTS AND OLDER PEOPLE IN BUTE AND COWAL

The Vice-Chair highlighted that a paper had been presented to the Health and Social Care Partnership last month in relation to the service provision for adults and older people and advised that she wished to capture people's thoughts on this topic. The Vice-Chair posed several questions to partners with responses detailed below:

1. What experience does your group or organisation have of supporting Social Care for Adults and old people in Bute and Cowal?

Dee James advised that she has experience through the Living Well Networks as well as through the Cowal Elderly Befrienders and Interloch Community Transport and that the Living Well Network do a significant amount of networking with both groups.

Councillor Forrest suggest that Crossroad Caring for Carers would be a good group to contact in relation to this.

2. How would you describe your partnership relationship with the Health and Social Care Partnership and what is your channels for communicating and engaging with the HSCP?

Dee James advised that her channel for communicating and engaging with the HSCP is through the Living Well Network. Dee advised that they are involved in sending out surveys to members and feeding the information back to the HSCP.

Rhona Grant advised that Live Argyll have some links into the HSCP through the Health and Wellbeing side of their work and through the CLD Strategic Partnership. Rhona advised that she would provide further information to the Vice-Chair following the meeting.

Dee James advised that the Strachur Hub have a great model and is part of the network and that they would be a good group to contact.

3. Thinking about a review and service redesign process – what would good consultation process look like to you?

Dee James advised that the process should be driven by members. Dee highlighted that TSI would have to be involved as they support the organisations and that the health and wellbeing work being done by Alex Wilde should also feed into the consultation.

Takki Sulaiman advised that he was happy to help in any way he could with the next steps advising that the TSI have a range of networks ready to help when required.

Councillor Forrest advised that a good consultation has to be personal and that people need to go to where the adults and older people are, who are using the services and those that are delivering it.

Ann Campbell advised that Dunoon Community Development Trust have been developing a model of consultation using community connectors who are trained local people who are paid to engage with those people whose voices are not as regularly heard.

Decision

The Bute and Cowal Area Community Planning Group requested that the outcome of the discussion be passed to the Health and Social Care Partnerships Locality Planning Group to help inform the review process.

(Reference: Discussion facilitated by Vice-Chair of the Bute and Cowal Area Community Planning Group)

8. ARGYLL COMMUNITY HOUSING ASSOCIATION ANNUAL UPDATE

Consideration was given to an annual report from Argyll Community Housing Association (ACHA) which provided information in relation to their stock in the Bute and Cowal area; investment programmes; the Warm Homes Fund projects; a review of ACHA's sheltered housing services; allocation and re-letting of properties; works completed and planned through the Exemplar Estates Initiative; opportunities for communities to engage with planned Estate Walkabouts; an ongoing consultation on ACHA's Customer Involvement Strategy; welfare rights services; adaptations for vulnerable customers; success at the Scotland Housing Awards, Scottish Energy Efficiency Awards and Tenant Advisory Service Nation Excellence Awards; awards for local schools as part of ACHA's 10 10 10 initiative; and the feedback from customer satisfaction surveys.

The report also encouraged applications to ACHA's Community Action Fund, advising that a number of awards from the Fund had already benefitted local groups.

Decision

The Bute and Cowal Area Community Planning Group:

1. considered and noted the information provided; and
2. noted that in the absence of a representative from Argyll Community Housing Association, any questions could be forwarded to them following the meeting and any responses circulated to the Group.

(Reference: Report by Local Manager, Argyll Community Housing Association, dated 1 April 2024, submitted)

9. PARTNER UPDATES

(a) Police Scotland Update

Consideration was given to an update which provided information on the ongoing work of the Service and information on crime statistics; fraud prevention and awareness; road safety and the new Youth Engagement Officer for Bute and Cowal. The update also provided information relating to the Recovery Community meeting which was attended by Officers and a meeting with Live Argyll to discuss their Literacy and Numeracy project for adults on the Isle of Bute.

Councillor Sinclair raised road safety concerns on the A815 through Sandbank.

The Committee Manager advised that the Community Planning Group had asked for an update on potential road safety measures in relation to Sandbank and that the Roads and Infrastructure Officers, supported by the Community Development Team, would hold a stakeholder event to discuss the matter and that the outcome of this event would be subject to further discussion and consideration at a future meeting of the Community Planning Group.

Decision

The Bute and Cowal Area Community Planning Group considered and noted the information provided.

(Reference: Report by Police Scotland, submitted)

(b) Scottish Fire and Rescue Service Update

The Group gave consideration to a report highlighting the Scottish Fire and Rescue Service's (SFRS) FQ4 review of local performance across Bute and Cowal for the period 2023-24. The report included information on the local firefighter training plan; incidents during this period; unwanted fire alarm signals; road and water safety campaigns; community engagement activities; East and West Dunbartonshire and Argyll and Bute Local Senior Officer Activities and home fire safety.

Tony McGloin advised that the Scottish Fire and Rescue Service was currently running a survey on the future of the service and that community engagement

events would be held in fire stations across Scotland. Further information on the survey can be found at: [Shaping Our Future Service: Your Say - Scottish Fire and Rescue Services - Citizen Space](#)

Decision

The Bute and Cowal Area Community Planning Group considered and noted the information provided.

(Reference: Report by Scottish Fire and Rescue Service, submitted)

(c) Dunoon Gourock Ferry Action Group Update

Consideration was given to a presentation by Robert Trybis from the Dunoon Gourock Ferry Action Group. Mr Trybis highlighted that the summer tickets for the Dunoon Gourock town passenger service have risen and are now 46% more than the significantly longer Wemyss Bay to Rothesay crossing and that with major works planned on the A82 and A83, ferry provision to the town is inadequate.

Decision

The Bute and Cowal Area Community Planning Group considered and noted the information provided.

(Reference: Report by Information Officer, Dunoon Gourock Ferry Action Group, submitted)

(d) Scenic Sandbank Update

Consideration was given to a report providing an update on the work of Scenic Sandbank. It was highlighted that following a successful financial award from the Scottish Land Fund and lengthy negotiations with Argyll & Bute Council, Scenic Sandbank had recently completed the acquisition of the former primary school site in the centre of the village for the purposes of a community garden. The update also highlighted that clearance of invasive plant species from the land was expected to be underway shortly and with the assistance of local volunteers and contributions, the garden would be developed through the summer months and in time would be growing flowers and vegetables and serve as a community meeting space for all.

Decision

The Bute and Cowal Area Community Planning Group:

1. considered and noted the information provided; and
2. noted that in the absence of a representative from Scenic Sandbank, any questions could be forwarded to them following the meeting and any responses circulated to the Group.

(Reference: Report by Director, Scenic Sandbank, submitted)

(e) Oakbank Community Inn Sandbank Update

The Group gave consideration to an update on the work of the Oakbank

Community Inn Sandbank. The update highlighted that the Group was presently at Stage 2 of a two stage process to obtain finances from the Scottish Land Fund for the purpose of acquiring the Oakbank hotel/pub as a community facility. It was advised that initial funding had been received for preparation of a valuation survey, condition survey, feasibility study and business plan with work on the latter ongoing.

Decision

The Bute and Cowal Area Community Planning Group:

1. considered and noted the information provided; and
2. noted that in the absence of a representative from Oakbank Community Inn Sandbank, any questions could be forwarded to them following the meeting and any responses circulated to the Group.

(Reference: Report by Director, Oakbank Community Inn Sandbank, submitted)

(f) UHI Argyll Update

Consideration was given to an update from Rhona Altin, UHI Argyll. The update included information on the Big College Open Week which was well attended with around 90 people visiting the centres; the success of the multiply programme and English for speakers of other languages (ESOL) courses; commercial courses being ran in May and June; the MCR Pathways Programme which many UHI Argyll staff have volunteered for and the plan to reintroduce the “Keep Warm” project.

Decision

The Bute and Cowal Area Community Planning Group considered and noted the information provided.

(Reference: Report by UHI Argyll, dated 22 January 2024, submitted)

(g) Live Argyll Community Learning Services Update

The Group gave consideration to an update from Rhona Grant, Live Argyll - Community Learning Services. The update provided information relating to adult literacy and numeracy provision; the newly elected MSYPs for Argyll and Bute; Youth Services on Bute; the published report from the HMI Community Learning and Development Progress Visit of Argyll and Bute Council in January 2024; the Community Learning and Development Strategic Partnership Plan 2021-2024 and the independent review of Community Learning and Development .

Decision

The Bute and Cowal Area Community Planning Group considered and noted the information provided.

(Reference: Report by Live Argyll Community Learning Services, submitted)

(h) Argyll and Bute TSI Update

Consideration was given to a report from Argyll and Bute Third Sector Interface

(TSI), which provided an update on actions taken during financial quarter four of 2023-24. The update included information in relation to changes to the Charities (Regulation and Administration) (Scotland) Act 2023; local strategic partnerships; the Community Wealth Building report; Community Planning Partnership organisational changes; funding for 2024-2025; the Funders Fayre 2024 held in Oban; a fourth year of funding of the Community Mental Health and Wellbeing Fund; TSI Board member recruitment; testing of new models of co-location; work by the Argyll and Bute Climate Action Network; the Sustainable Food Partnership online event; consultations on a new strategy and a local sustainable funding campaign; research proposal for mapping Argyll and Bute's early intervention services; and TSI's hosting of a Wellbeing Development Manager post, funded by Macmillan Cancer Support and the Health and Social Care Partnership.

Decision

The Bute and Cowal Area Community Planning Group considered and noted the information provided.

(Reference: Report by CEO, Argyll and Bute TSI, submitted)

(i) Opportunity for Verbal Updates

Fyne Futures

Reeni Kennedy-Boyle advised that Fyne Futures have an awards for all project running this year, looking at 3 different projects connected to growing and sharing food in the community. Reeni advised that Fyne Futures are working with primary schools on a project called 'pizza in a barrel' which is about growing plant based ingredient for making pizza and that the kids are doing projects in their school looking at soil health and climate change. Reeni also highlighted that they are looking at growing plants that can be used for dyes and that they are working with a local artist who is looking to make her art more sustainable and climate friendly by moving to natural pigments. It was noted that Fyne Futures are hoping to run the Employability programme again this year after it success last year.

Argyll and Bute Council's Community Development Team

Ailie Law highlighted that the Supporting Communities fund closed on the 18th March and that the team were currently assessing the 32 applications which were received, with the associated reported being prepared for consideration at the Area Committee in June. Ailie also advised that if partners were interested in any of the previous projects funded by the Supporting Communities Fund that case studies are available on the website.

Dunoon Community Development Trust

Ann Campbell highlighted that the Trust recently had been successful in securing funding from the Living and Thriving Spaces which is awarded by Argyll and Bute Council. Ann also advised that the Trust are working in partnership with Struan Lodge care home to establish a food growing site and therapeutic garden in the grounds for residents.

Ann also advised that the Trust are working with Argyll and Bute Council to agree

a lease for Castle House Gate Lodge and that their partners, Cycling UK and the Bothy Project, would be sharing the space. Ann advised that they had been supporting an active travel network and are working with partners to develop a behaviour change plan.

Friends of Glenan Wood

Rhyddian Knight advised that the updated Friends of Glenan Wood website was now live ([Friends of Glenan Wood](#)) and that they are really happy with it. Rhyddian highlighted that there is a full programme of volunteer opportunities throughout the year and a full calendar of events on the website and that they now have funding for travel for volunteers and community groups to take part in the volunteer opportunities.

10. WELFARE RIGHTS, ARGYLL AND BUTE COUNCIL

Consideration was given to a presentation by Susan Tuite, Senior Welfare Rights Officer. The presentation included information on the welfare rights service; their aims and roles; what information/advice and help they can provide; 2023/24 highlights; partnership working; community engagement; customer satisfaction; what's happening in 2024/25 and information on how to contact the Welfare Rights team.

The Committee Manager advised that the Bute and Cowal Area Committee are trustees of the Lamont Bequest which is open to applicants who are in receipt of a qualifying benefit and are over the age of 16 and reside in the area of Kilfinan with a postcode of PA21. It was noted that successful individual applicants would receive £50 while those that are applying on behalf of their family would receive £100.

Decision

The Bute and Cowal Area Community Planning Group considered and noted the information provided.

(Reference: Presentation by Senior Welfare Rights Officer, Argyll and Bute Council)

11. COMMUNITY WEALTH BUILDING IN ARGYLL AND BUTE - A FRAMEWORK FOR ACTION

Consideration was given to a report and presentation in relation to Community Wealth Building. The report confirmed that the Community Planning Partnership Management Committee formally received the Community Wealth Building report commissioned in 2023 at its meeting of 10th April 2024. It was highlighted that the recommendations in the report were categorised in five sections: spending; workforce; inclusive ownership; finance; and land and property.

It was noted that the Community Planning Partnership had requested that Area Community Planning Group provide feedback in relation to the implementation and priority actions identified in the report and appendices.

Decision

The Bute and Cowal Area Community Planning Group:

1. noted that a steering group of CPP partners oversaw the delivery and production of the two reports at Appendix 1 and 2;
2. agreed to forward any comments on implementation and priority actions within the final report Community Wealth Building in Argyll and Bute: A framework for action at appendix 1 following the meeting to the Committee Manager to pass to the CEO, Argyll and Bute Third Sector Interface for consideration and action as appropriate; and
3. agreed to forward any comments on the implementation and priority actions within the two 'Models of Opportunity' at appendix 2 following the meeting to the Committee Manager to pass to the CEO, Argyll and Bute Third Sector Interface for consideration and action as appropriate.

(Reference: Report by CEO, Argyll and Bute Third Sector Interface, dated 30 April 2024, submitted)

12. BUTE AND COWAL LIVING WELL NETWORK

Due to the time constraints it was agreed to continue consideration of this item to the next meeting.

Decision

The Bute and Cowal Area Community Planning Group agreed to continue consideration of this item to the next meeting.

13. SHAPING PLACES FOR WELLBEING

Consideration was given to a report and presentation from Alex Wilde, Shaping Places for Wellbeing Dunoon. The update provided information on how they share their learning; Place and Wellbeing outcomes; Project Town activities; how they use data and evidence; Place and Wellbeing Assessments and associated recommendations.

Decision

The Bute and Cowal Area Community Planning Group considered and noted the information provided.

(Reference: Report and presentation by Project Lead, Shaping Places for Wellbeing, submitted)

14. COMMUNITY FOCUS

(a) Castle House Museum

The Group gave consideration to a presentation from Iona Tytler, Castle House Museum. Iona advised that the Museum opened in 1998, and is a registered charity ran by Dunoon and Cowal Heritage Trust and that the objective of the Museum has always been to share and preserve the rich history of the local area. It was highlighted that they have an ongoing memory box project which aims to highlight the value of heritage in supporting a sense of place and in connecting people across the area with bookings for memory boxes available from June onwards.

Decision

The Bute and Cowal Area Community Planning Group considered and noted the information provided.

(Reference: Presentation by Museum Assistant, Castle House Museum)

15. CLIMATE CHANGE

(a) Argyll and Bute Climate Action: developing a Climate Change Strategy and Action Plan for Argyll and Bute

The Group gave consideration to a report providing an update on the Community Planning Partnership's Argyll And Bute Climate Action project: developing a Climate Change Strategy and Action Plan for Argyll and Bute.

Decision

The Bute and Cowal Area Community Planning Group noted the approach and status of the project as outlined in the report.

(Reference: Report by Climate Change Project Manager, dated 16 April 2024, submitted)

(b) ACT Climate Change Update

Consideration was given to a presentation from Jamie Joyce from ACT. Jamie highlighted that the ABCAN hub model was now established with a delivery team made up from community organisations, freelancers and ACT employees who were delivering community climate engagement in all 4 administrative areas. The presentation included information on funding distributed to groups that are involved in climate change projects; the creation of the Argyll & Bute Specific Carbon Literacy Training Course; the delivery of 3 regional climate assemblies, focussing on Energy, Housing, and Food; the new ABCAN website and online network and ABCAN Aims for 2024/25.

Decision

The Bute and Cowal Area Community Planning Group considered and noted the information provided.

(Reference: Presentation by ACT Now Project Manager and ABCAN Team Lead)

(c) Opportunity for verbal updates on community based initiatives

There were no verbal updates provided under this item.

16. DATE OF NEXT MEETING

The Group noted that the next meeting of the Bute and Cowal Area Community Planning Group would take place on Tuesday 13 August 2024.