

**MINUTES of MEETING of BUTE AND COWAL COMMUNITY PLANNING GROUP held via SKYPE  
on TUESDAY, 2 FEBRUARY 2021**

**Present:**

Cathleen Russell – Colglen Community Council (Chair)  
Willie Lynch – Dunoon Community Council (Vice-Chair)  
Councillor Jean Moffat – Argyll and Bute Council  
Councillor Jim Findlay – Argyll and Bute Council  
Stuart McLean – Committee Manager, Argyll and Bute Council  
Chief Inspector Douglas Wilson - Police Scotland  
PC Laura Evans – Police Scotland  
Samantha Somers – Community Planning Officer  
Sharon Macdonald – Community Development Officer  
Ann Campbell – Dunoon Area Alliance  
Rhona Grant – Community Learning & Development Officer – Argyll and Bute Council  
David Hagerty – Community Learning Worker  
Iain Cameron – Station Commander– Scottish Fire and Rescue Service  
Rodden Shaw – Scottish Fire and Rescue Service  
Harry Bowman – Mount Stuart  
Chris Pescod – Mount Stuart  
Charles Dixon-Spain – Colglen Community Council  
Douglas Whyte – Team Leader East – Argyll and Bute Council  
Robert MacIntyre – Bute Community Council  
Andy Revill – Dunoon Observer

**1. WELCOME AND APOLOGIES**

The Chair welcomed everyone to the virtual meeting of the Bute and Cowal Community Planning Group.

Apologies for absence were intimated on behalf of;

Councillor Jim Anderson;  
Councillor Audrey Forrest;  
Councillor Bobby Good;  
Samantha Stubbs – Third Sector Interface;  
Barbara Halliday – Business Gateway;  
Neil MacFarlane – Local Network Manager, Transport Scotland; and  
Joanna MacDonald – Chief Executive, HSPC.

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest intimated.

**3. MINUTES**

The minute of the Bute and Cowal Community Planning Group meeting held on Tuesday 3 November 2020 was approved as a correct record.

**4. GOVERNANCE**

(a) **Procedure to Elect Officer Bearers to the Bute and Cowal Community**

## **Planning Group**

The Group gave consideration to a report advising members of the procedure to be followed when electing officer bearers and asked the Group to consider the appointment of a Chair and Vice-Chair to the Bute and Cowal Area Community Planning Group. The Committee Manager invited nominations from those on the call for both positions.

## **Decision**

The Bute and Cowal Area Community Planning Group agreed to elect Willie Lynch and Charles Dixon-Spain as Chair and Vice Chair of the Group respectively for the next two year period.

(Reference: Report by Committee Manager, dated 2 February 2021, submitted)

### **(b) Area Community Planning Group Governance Arrangements**

The Group reviewed the current Terms of Reference and membership of the Community Planning Group and noted the dates for meetings up until May 2022.

## **Decision**

The Bute and Cowal Area Community Planning Group;

1. considered and adopted the Terms of Reference as attached to the report (Appendix 1) and agreed that they be reviewed on an annual basis to ensure their ongoing currency and appropriateness for the work of the Group as it develops over time;
2. considered and agreed the membership of the Group as attached to the report (Appendix 2) with the addition of Colintrave & Glendaruel Development Trust;
3. agreed that the membership of the Group be reviewed on an annual basis to ensure currency and appropriateness for the work of the Group as it develops over time; and
4. noted the meeting schedule and dates submitted in the report.

(Reference: Report by Committee Manager, dated 2 February 2021, submitted)

## **5. COMMUNITY PLANNING PARTNERSHIP MANAGEMENT COMMITTEE UPDATE**

The Group considered a briefing note which related to the virtual meeting of the Community Planning Partnership Management Committee which met on 2 December 2020.

## **Decision**

The Bute and Cowal Area Community Planning Group noted the briefing note.

(Reference: Briefing note by Committee Manager, dated 2 February 2021, submitted)

## **6. PARTNERS UPDATE**

### **(a) HSCP - Cowal Older Adult Health and Social Care**

The Group gave consideration to an update from the Health and Social Care Partnership (HSCP) in relation to the response to Covid- 19 in the Bute and Cowal Area.

#### **Decision**

The Bute and Cowal Area Community Planning Group;

1. considered and noted the information provided; and
2. noted that in the absence of an officer from HSPC the Committee Manager would take back any questions to the HSCP and circulate any responses to the Group.

(Reference: Update by Area Manager, Cowal Older Adult Health and Social Care, dated 20 January 2021, submitted)

### **(b) Scottish Fire and Rescue Service - Cowal, Isle of Bute and Dunoon FQ3 2020/21 Update**

A report highlighting the Scottish Fire and Rescue Service's (SFRS) FQ3 review of local performance within Cowal, Isle of Bute and Dunoon for 2020-21 was considered by the Group.

Discussion focussed on the Test and Protect facilities due to open on Monday 8 February 2021 at Dunoon and Rothesay Fire Stations which will be available to local residents via appointments made by NHS Highland only.

The Group also discussed how the implementation of the new smoke alarm legislation is still to be ratified but is anticipated to come into force by February 2022.

#### **Decision**

The Bute and Cowal Area Community Planning Group;

1. reviewed and noted the contents of the report; and
2. thanked all Scottish Fire and Rescue Service's volunteers for their continued good work.

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

### **(c) Argyll and Bute Third Sector Interface**

The Group considered an update from the Argyll and Bute Third Sector Interface (TSI) which detailed their response to Covid-19 which included supporting charities, social enterprises, community groups and encouraging volunteering.

#### **Decision**

The Bute and Cowal Area Community Planning Group;

1. considered and noted the information provided; and
2. noted that in absence of an officer from TSI the Committee Manager would take back any questions to TSI and circulate any responses to the Group.

(Reference: Update by Samantha Stubbs – Strategic Development Manager, Third Sector Interface, dated January 2021, submitted)

**(d) Department of Works and Pensions Update**

The Group considered an update from the Department for Works and Pensions (DWP) which detailed their response to Covid-19 as well as various initiatives they are involved with including job finding support, job entry targeted support and the Kickstart scheme.

**Decision**

The Bute and Cowal Area Community Planning Group;

1. considered and noted the information provided; and
2. noted that in absence of an officer from DWP the Committee Manager would take back any questions to the DWP and circulate any responses to the Group.

(Reference: Update by Customer Service Leader - Department for Work and Pensions, dated January 2021, submitted)

**(e) Argyll and Bute Council - Community Learning Service Update**

The Group considered an update from Argyll and Bute Council's Community Learning Service which detailed their response to Covid-19 as well as various initiatives they are involved with including the No One Left Behind initiative, digital employability and the Youth Advisory Panel.

Discussion focussed on how the service had found that the response to the pandemic provided new ways of connecting with young people and that their ways of working would be permanently adapted to reflect this, although there were challenges with adult learners the service believed blended learning would help to overcome those challenges.

**Decision**

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

(Reference: Update by Community Learning and Development Assistant, submitted)

**(f) Opportunity for updates from Area Community Planning Group Partners involved in resilience projects relating to the Covid-19 response**

### Colglen Community Council

The newly appointed Vice-Chair of the Colglen Community Council, Charles Dixon-Spain, updated the Group on the activities of the Community Council which included having successfully received £31,000 via two rounds of funding which would help to cover the cost of mileage for volunteers involved with prescription and food delivery associated with their resilience work. However, their box delivery budget had been curtailed to around 18 boxes per week which was proving to be problematic as they were finding more people were coming forward asking for help. Another part of the funding received was for an open air space for the community to access during restrictions which was at the planning stage. Mr Dixon-Spain stated that the number of volunteers was a great help and very welcome especially for prescription runs though if more households find themselves in need of this service as a result of the pandemic the Community Council may need to seek further funding.

### Dunoon Community Council

Willie Lynch stated that third sector organisation and resilience and befriending groups were covering any resilience work needed in the Dunoon area.

### Bute Community Council

Robert MacIntyre stated that he felt people were largely adhering to the social distancing restrictions and there was a noticeable increase in people walking more to keep fit.

Discussion focused on the increase in uptake in click and collect and online deliveries with local retailers as well as supermarkets had a positive impact on the community though there was some evidence that supermarkets were experiencing stock issues.

At this point Councillor Jim Findlay left to attend another meeting

## **(g) Opportunity for general updates from Area Community Planning Group Partners**

### Police Scotland

PC Laura Evans advised the Group of her work with the Cared for at Home network which was established through partnership working with the council and TSI to help raise awareness of fraud and bogus crimes. These types of crimes have doubled this year and a lot are in relation to scam emails as more people are at home and more isolated and vulnerable and therefore an easy target. Information is shared via social media but there is a need to look at how to get this to older people. Police Scotland are sharing alerts with Neighbourhood Watch Scotland who then decimate the information to community councils, who in turn can pass this to care home staff to pass to their clients when speaking to them face to face. PC Evans stressed that the aim of the project was to raise awareness and not to cause panic and was happy to pass on the information for circulation to the wider group.

### Bute Community Council

Robert MacIntyre advised that there is only one boat sailing in and out of Rothesay and there is a possibility of the Colintrave/Rhubodach sailing being reduced to an hourly sailing.

## **7. COVID-19 STAY AT HOME GUIDANCE**

The Group gave consideration to the latest Covid-19 stay at home guidance.

### **Decision**

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

(Reference: Scottish Government Guidance as of 19 January 2021)

## **8. UK WITHDRAWAL FROM THE EU**

### **(a) Food and Drink Exports - Mount Stuart Trust**

Rural and Operations Director and Building and Facilities Manager, Mount Stuart Trust updated the Group on the issues faced by their business, particularly in regard to exporting their produce, since the UK's withdrawal from the EU. They advised that the beef and sheep business was very strong but was cautious about the future which will be monitored closely. Mr Bowman also advised that the dairy market remained strong in terms of farming.

### **Decision**

The Bute and Cowal Area Community Planning Group noted and thanked the Rural and Operations Director and Building and Facilities Manager for the update.

(Reference: Verbal Update by Rural and Operations Director and Building and Facilities Manager, Mount Stuart Trust)

### **(b) Argyll and Bute Seafood Sector Sustainability**

A letter to the Secretary of State for Scotland from the Leader of Argyll and Bute Council was considered by the Group.

### **Decision**

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

(Reference: letter from the Leader of Argyll and Bute Council, dated 15 January 2021, submitted)

### **(c) Opportunity for updates from Area Community Planning Group Partners in relation to the impact of UK Withdrawal from the EU**

No updates given.

## **9. BASECAMP DEMONSTRATION**

The Group was lead through a demonstration of BaseCamp, which is an online website which allows all members of the Area Community Planning Group (ACPG) to access relevant documents relating to the ACPG; provide information on action points arising from the meetings or action plans; share information about relevant items of interest with other members; and provides better networks with other ACPG members in between meetings.

### **Decision**

The Bute and Cowal Area Community Planning Group;

1. thanked the Community Planning Officer for the informative demonstration and noted the information provided in the presentation; and
2. agreed to provide the Community Planning Officer with contact details of those who have intimated their wish to be invited to access BaseCamp.

(Reference: demonstration by Community Planning Officer, dated 2 February 2021, submitted)

## **10. UPDATE ON A83**

Having given his apologies the Committee Manager read out an update provided by Neil MacFarlane, Transport Scotland which detailed notable roadworks on A83 and A82 Loch Lomondside for the next quarter.

### **Decision**

The Bute and Cowal Area Community Planning Group;

1. considered and noted the information provided; and
2. agreed to post the list of notable works on BaseCamp.

(Reference: Update by Neil MacFarlane, Transport Scotland, dated 2 February 2021, tabled)

## **11. AFFORDABLE HOUSING SUPPLY AND DEMAND - BUTE AND COWAL**

The Group gave consideration to a report which updated them on housing supply and demand activity within the Bute and Cowal area.

Discussion focussed on the need to be cautious about putting too much demand on existing infrastructure, such as schools, required to support new houses and how a further breakdown on rural housing demand in terms of those on the housing waiting list would be beneficial.

### **Decision**

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

(Reference: Report by Team Lead – Housing Strategy, dated 13 January 2021, submitted)

## **12. DATE OF NEXT MEETING**

The Group noted that the next meeting of the Bute and Cowal Area Community Planning Group would take place at 10.00am on Tuesday 4 May 2021 with venue details to be confirmed in due course.

The Vice-Chair thanked the outgoing Chair for all her hard work and diligence over the last two years. Mrs Russell thanked the Governance Team for their hard work and support and advised that she would still attend meetings in her role as Chair of the Colintrave and Glendaruel Development Trust.