COLONSAY COMMUNITY DEVELOPMENT COMPANY

CCDC Board Meeting
13th July 2023

Document Pack

Public

Please note that not all items on the agenda have supporting papers

Confidential items (e.g. relating to staffing) are not published in public

COLONSAY COMMUNITY DEVELOPMENT COMPANY

Board Meeting

Thursday 13 July 2023 – 19:00 – Colonsay Village Hall and by Zoom

Agenda

Public

1.	19:10	Attendance and apologies	
2.	19:12	Minutes of last meeting and matters arising	
3.	19:15	Declarations of interest	
4.	19:16	Briefing Note	Dannie
5.	19:20	CCC briefing	William
6.	19:25	Scalasaig update	Carrie/ Dannie
7.	19:40	Housing and business unit allocations	Carrie/ Dannie
8.	19:50	Housing management update	Helen
9.	19:55	E-bikes	Callum
10.	19:58	Island Profile report	Caitlin/ Dannie
11.	20:10	Community Secretarial post	Dannie
12.	20:15	AOCB	

DONM

Private

13.	20:20	Scalasaig Report	Carrie/Dannie
14.	20:25	RTB	Linsay
15.	20:40	Fuel Sales	Callum
16.	20:45	Port Mor update	Dannie
17.	20:50	AOCB	

COLONSAY COMMUNITY DEVELOPMENT COMPANY

Board Meeting - Public Minutes

Thursday 08 June 2023

1. Attendance and apologies

Present: Dannie Onn (DO), Callum Hay (CH), Andrew Abrahams (AA), William Joll (WJ), Linsay Chalmers (LC)

Apologies: Lesley McInnes (LM), Darragh Keenaghan (DK), Helen Mann (HM)

2. Resignation of Sarah Hobhouse

Confirmation of her resignation given to the members of the board. DO has written to thank her and a meeting will be had with Sarah in the near future to discuss access to and running of the website.

3. Minutes of last meeting and matters arising

Minutes agreed.

4. Declarations of interest

None.

5. Briefing Note

This was circulated prior to the meeting.

Port Mhor housing; DO has spoken to WHHA who have confirmed that the servitude rights have been passed over and that Rhona Robinson has been paid. WHHA has some concerns with rising costs of building with the contractor TSL. Pre-contract with the road construction and services is an option which may be put in place. WHHA would like to get started this summer.

CH asked if the chair's briefing note could be uploaded onto the website each month. This was agreed – to be discussed with Sarah.

6. CCC briefing

DO has produced a briefing note, that can be passed onto the CCC and will amalgamate recent briefings and other updates into a single note in advance of each CCC meeting. WJ thought that CCC should reciprocate and produce a briefing note for CCDC after their meetings.

WJ suggested that someone representing the CCDC should be on each panel for the Colonsay and Oransay Community Fund (COCF) as a representative of another community body. No-one could see any objection to being asked to be on the COCF panel unless there was a conflict of interest with CCDC. WJ will take that back to the Community Council.

7. Scalasaig update

CS report was circulated prior to the meeting. The houses are nearly finished inside, interiors should be completed by the end of June. The houses will then be locked and work on the outside will follow on. CS is organising visits for the public to go round the housing from 13 June onwards, subject to demand.

The business units power supply is not yet resolved. Colonsay Estate has asked SSE for a particular change to the wayleave, which has not been explained. TSL are looking at an alternative route via WHHA land.

There is a steep drop at the back of the units. CS has asked Matt Green to price for a fence around the units, which will be outside of and additional to the contract.

There has been a recommendation by Community Housing Trust (CHT) for allocating the shared ownership houses. These have been on hold until now, pending our request that they be sold with a rural burden rather than NSSE.

AA said we should not accept that decision because it would repeat mistakes of the past, where housing gets lost to the affordable market. CH thought that CCDC should write a letter to the housing minister, Brendan O'Hara and Robin Curry to put our views forward, representing the Colonsay Community and the real concerns, unique community problems here. (Letting Ronnie know before the letter is sent.) DO thought that the grant may have come to the community with the NSSE – this needs to be checked. CH to draft a letter.

8. Housing and business unit allocations

DO to ask CHT hold on allocating for the time being on the houses to buy.

CS reported at the last meeting that there were no applications for the units, however there are now 2 applications for the business units. A panel will be convened to assess the applications and allocate the units, subject to lease. The panel is intended to include an outside member. Following a discussion of suitable persons, it was agreed that DO should approach Jane Millar from the Gigha Trust.

The rental housing applications are already over-subscribed, with others known to be applying shortly. Allocations may be deferred if the contract will overrun further.

CH suggested that the table showing allocation of housing to be put into the private minutes pack as sensitive information. Directors agreed to the retrospective change.

Leases need to be prepared for the business units. We have a quote of between £2,000 and £2,500 per unit from Harper McCleod. That would be the equivalent to a year's rent. It may be that the money can come out of the fees budget for the project, but LK and CS are looking for other cost estimates.

9. Housing Management update

HM messaged DO with confirmation that she is still committed to producing all the documentation for managing the houses etc.

CH suggested that a meeting with HM take place soon to discuss all her points in a lot more detail, face to face. DO suggested changing the board meeting dates to allow HM to attend through the summer.

AA discussed his concerns regarding the community managing the houses. CH agreed that CCDC needs to tackle this in a professional way. The key is to find funding for a management post for a period of 3 to 5 years.

10. Old Manse report

LK circulated her report prior to the meeting, including some sketch plans for site development options. No commitments to any plans have been made. The plans were discussed in some detail. Concerns were raised at the extent of development proposed, the lack of an option of a rear extension, and the potential for access difficulties. Mixing houses and business units could be problematic but studios could be successful. At some point, proposals should go back to the community for consultation. In the meantime, DO said that the proposals have raised more questions than answers and it might be wise to go back a step and clarify our brief. DO will prepare a first draft and share with Native Architects with the intention of reporting progress at the next board meeting.

DO and Chris Walker of Native Architects have seen the damp patches on the wall in the Old Manse. Chris has suggested that this is just condensation which is coming out in the wall. This does not seem to be a big problem and as the current let is temporary, no further investigation is proposed now.

11. AGM date

Our accountant thinks that a draft of the accounts can be available at the end of August. The board therefore agreed to hold the AGM on Saturday 23 September 2023.

12. AOCB

E- bikes – essentially the grant arrangements require this be done through Colonsay Boards and Bikes. However, a qualified person must check over the bikes between customers, and both the grant and insurance rely on locking away bikes when not hired out. These are not currently available. CH reported that in principle the E-bike project may need to be dropped at the next board meeting after a meeting between CH and Boards & Bikes.

Moorings path – Alex Howard (AH) said that the proposed housing at Queens Bay has been held up by Argyll and Bute as planning authority. Two permissions in principle have been granted, but the other two have not. AH is told by the planning officer that the outstanding decisions must wait until adoption of LDP2, which he is told is in abeyance at Scottish Government. AH does not want to introduce a potential conflict between a path and the development of housing. He suggested an indicative route for now. DO asked if a sign at each end could also be added as well as repairs to the existing track. AH thought this would be possible.

There may be funder implications with an indicative path and only partial works, which DO will discuss with LK before replying to AH.

Both parties agreed to keep each other informed so that any resolution of planning permission might allow a precise path to be agreed.

Colonsay Estate - DO reported his meeting with Colonsay Estate (CE). Jane Howard (JH) set out that CE proposes to change their agricultural practices and that this is linked to viability. They seek to introduce regenerative, organic and less intensive practices over a five-year period. They would like to introduce a community wide nature regeneration project and have approached crofting groups and RSPB to see if they would like to be involved. Currently they await a decision on an application for a grant which would enable a development study. That should be decided by August. It would include a community

engagement programme over several months. AH and JH spoke of credits, investors and a micro-MOWI style community benefit fund. The applications and the development project would be carried out with Galbraith's. CE said that further information will be shared with the community after August.

AA is concerned that the Estate is moving too fast and already a long way down the line without discussing with the Community. Others have heard that this is an alarming threat to the agricultural way of life and heritage of the island.

LS recommended that directors read a report by Alasdair Macintosh, commissioned by Community Land Scotland and titled *The Cheviot, the Stag and the Black Black Carbon*. This report sets out the current initiative by NatureScot to encourage and support nature regeneration and highlights the potential issues for communities. A copy will be forwarded to directors.

DONM

Thursday 13th July 2023 @ 7pm

COLONSAY COMMUNITY DEVELOPMENT COMPANY

GENERAL BRIEFING NOTE July 2023

Colonsay campsite

Helen does not yet have a planning permission. The planning officer has advised that he is seeking a simplified set of road conditions due to the small scale and low impact proposal. This is a good indication that an approval is on its way. Further, the roads consultation had proposed conditions which we thought would be achievable in any case. If they can be relaxed further, delivery of the campsite will be made easier.

Moorings

The moorings use continues to meet expectations and has received good reviews through the payment portal.

Machair Wind

As directors know, Sandy Abrahams has offered to help with the proposed Memorandum of Understanding between Scottish Power Renewables and the Colonsay Community. Sandy's business includes the legal aspects of renewable energy developments, and we are fortunate to have her help as we take forward our engagement with SPR.

Dannie has shared the draft with the working group of community councillors and our directors. There will be some further amendments, but a copy is attached to our agenda pack for the board's information. The hope is that we can have a positive message on the MoU by the time of the Machair Wind drop-in presentation in the Village Hall on Wednesday 9 August 2023.

SSEN visit to Colonsay

A meeting was held in the hall with Steve Atkins and Samantha O'Connor of SSEN on 26 June. The Colonsay community was represented by Clare Hay of the CCC; Dannie Onn and Darragh Keenaghan for CCDC; and Martin Winlow representing Colonsay Estate. Steve is a

senior manager for stakeholder relations on the distribution side and spends much of his time liaising with local authorities. Samantha is the regional Customer Relationship Manager and has helped our community with issues several times.

The purpose of the meeting was to understand the current difficulties with providing supply to developments on the island and to provide some indication to SSEN on the future projects likely to need power.

In short, Steve and Samantha set out the areas where there are restrictions on supply and where reinforcements are timetabled. SSEN agreed to set these out on a map to share with the community. The pinch points are: at the main line connection near Lochgilphead; the undersea cables between the mainland and Jura, and between Jura and Islay; and the link across Islay to the Colonsay cable. Some of these are scheduled for reinforcement in the coming year, others in 2025. The undersea cable to Colonsay is not a constraint and is not scheduled to be replaced unless it suffers a further break.

One part of the supply issue is that power is allocated on a first come first served basis, which has the effect that slow or stalled developments may be blocking others who need the supply. They are looking at ways to address this by, for example, agreeing milestones for projects.

Steve explained that future needs are calculated on various distribution scenarios and standard profiles for housing developments. These are generally system led and have been caught out in recent years by the uptake of low carbon energy and unexpected increases in demand. They are working on community-led scenarios, with local councils on Local Area Energy Plans. Ofgem has traditionally work on anticipatory investment but is now shifting to a net zero mandate.

Another interesting area of discussion was around the limits on renewable generation, which is constrained in part by other schemes down the line setting the capacity whether they are generating or not.

CCDC has advised the known range of developments and future projects. SSEN and the community bodies agreed to keep in touch as things develop.

Dannie Onn

Note:
Drawing prepared from Topographical Survey carried out by others.

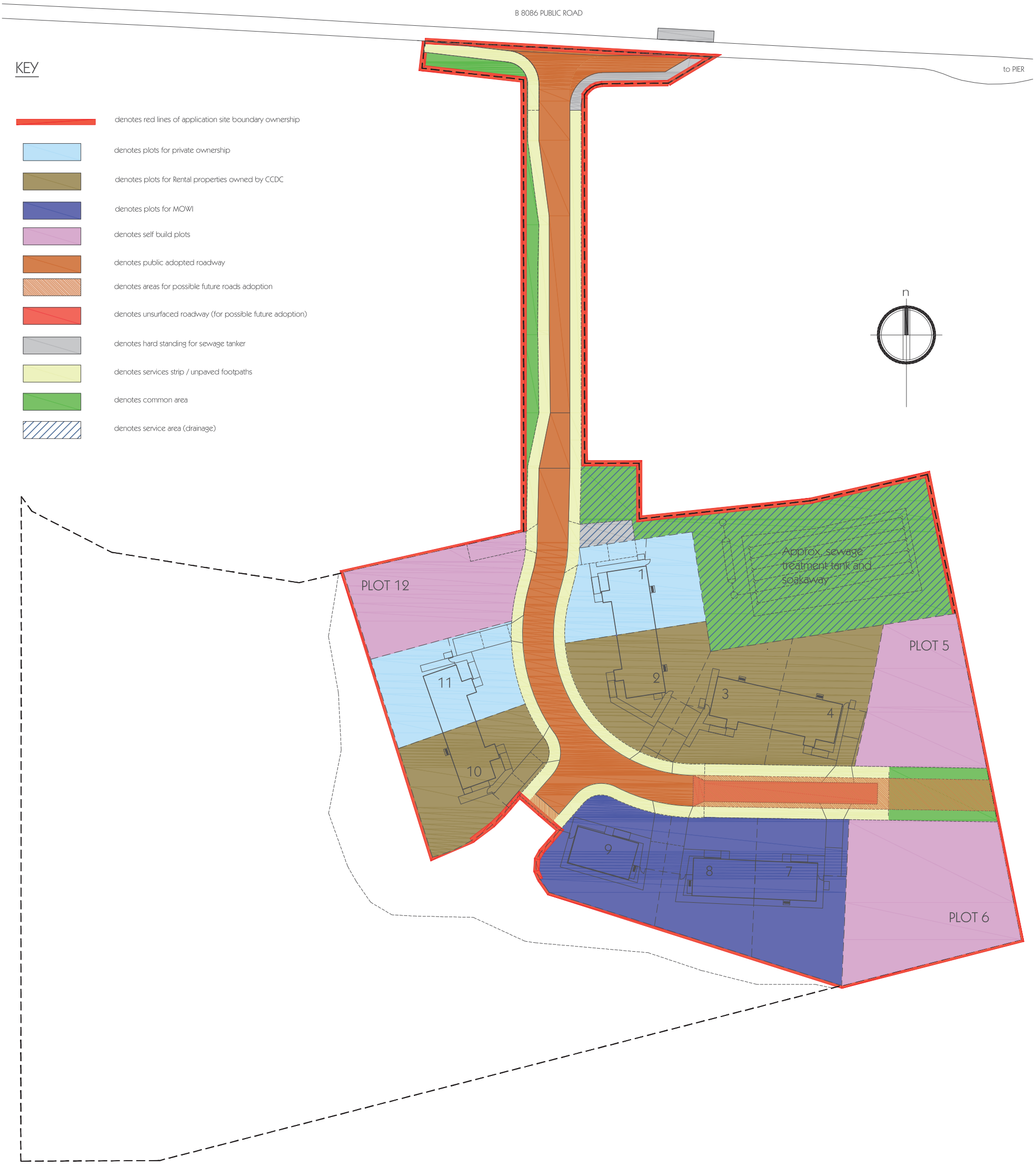
to AIRFIELD

B 8086 PUBLIC ROAD

to PIER

KEY

- denotes red lines of application site boundary ownership
- denotes plots for private ownership
- denotes plots for Rental properties owned by CCDC
- denotes plots for MOWI
- denotes self build plots
- denotes public adopted roadway
- denotes areas for possible future roads adoption
- denotes unsurfaced roadway (for possible future adoption)
- denotes hard standing for sewage tanker
- denotes services strip / unpaved footpaths
- denotes common area
- denotes service area (drainage)



DEED OF CONDITIONS PLAN REV. A

PROPOSED HOUSING DEVELOPMENT AT
SITE AT SCALASAIG, ISLE OF COLONSAY, ARGYLL

COLONSAY COMMUNITY DEVELOPMENT COMPANY

SCALE 1:500 @ A2

DATE: MARCH 2023

0 10 20 30 40 50 metres

SCALE

Beaton + McMurchy
architects
tigh na glaic, taynuilt, argyll. pa35 1jw
tel - 01866 822350 fax - 01866 822320
www.bmarchitects.co.uk

COLONSAY COMMUNITY DEVELOPMENT COMPANY

COMMUNITY HOUSING

ALLOCATION POLICY

Version 0.3

DRAFT

COLONSAY COMMUNITY DEVELOPMENT COMPANY

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COLONSAY COMMUNITY DEVELOPMENT COMPANY

1. Background

The Colonsay Community Development Company (CCDC) is a registered Scottish Charity SC030317. Formed in 2000 CCDC is committed to the continued development of the islands of Colonsay and Oronsay. One of the primary aims of the CCDC is to provide / and or assist in the provision of housing. CCDC is a registered private landlord reg XXXXXXX, a member of the landlord accreditation Scotland, and is a member of the Scottish Landlord association.
Despite being a private registered landlord, because we are delivering community led housing, we aim to follow where possible best practice set out by Scottish Government social housings allocations framework.

Like many other rural communities, our resident population has decreased significantly, and has reached a point where the demographic has become unsustainable. We are critically close to losing some of our lifeline services, and our primary school roll has dropped to one.

There are many factors that have led to the decrease in our working age population, but the primary issue identified is the lack of affordable and secure housing.

CCDC, with majority funding from Scottish Government's Rural & Islands Housing Fund, , Argyll and Bute Council and private industry partner MOWI, are creating an initial phase of affordable housing and comprises of:

- 2 homes for low-cost home ownership
- 4 homes for affordable rent
- 3 discounted serviced self-build plots

2. Aims

The CCDC's aims through this policy are to:

- Provide affordable, secure homes improving the living conditions for the existing residents of Colonsay and Oronsay
- Contribute to the viability of the local economy through the provision of homes
- Increase school numbers
- Support the retention and growth of the population to ensure the survival of essential services

3. Partnership Working

This policy has been developed by CCDC, Communities Housing Trust (CHT) and West Highland Housing Association.

CHT is a registered charity and Social Enterprise focused on building sustainable rural communities across central and northern Scotland. Since 1998, they have supported and developed 120 community led projects, supporting the provision of over 1000 crucial affordable homes in remote and rural locations.

CHT will administer this allocations policy on our behalf, not only to provide a wealth of their experience and guidance, but also to ensure a fair and transparent approach to allocating the homes in our community.

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4. Equality, transparency and fairness

We are committed to the principle of equality of opportunities in the delivery of our services. CCDC will seek to ensure that this allocation policy is applied in a manner that is fair to the community regardless of nationality, ethnicity, marital status, age, gender disability maternity and pregnancy.

CCDC will, where necessary, make this policy available in alternative formats such as large print, braille, or audio. Translation for other languages will be sought if required.

Due to the structure and size of the CCDC and its prominence within a small community, it is vital in the interests of fairness and transparency, that CHT will administer this policy. All marketing, allocations, and sales of the properties and plots outlines in section 1 of this policy will be undertaken by CHT. This service will comply with relevant statutory and legal requirements.

CHT will be the first point of contact for enquiries, applicants, purchasers, and their agents.

5. Applying for a home / Eligibility

CHT will market and advertise the properties via social media and their website. Details on how to obtain an application form will be stated within the advertisement.
All former expressions of interest previously gathered by CCDC will be passed to CHT, and application forms will be sent, no details will be held by CCDC.
There may be a closing date for applications for all properties / plots – this will be detailed on the marketing information.

Before filling in the application form, you must check you are eligible for housing / purchasing a home or buying a self-build plot.

Eligibility includes:

5.1 Rental Housing:

- Difficulties in securing housing opportunities that meet the accommodation needs of your household
- Capacity to meet the costs of the rentals offered
- No outstanding rent arrears with a landlord
- No history of anti-social behaviour or criminal activity, (subject to the rehabilitation of offender's act). When action has been taken (or is pending) by police, local authority, landlord etc

5.2 Purchase Home / self-build plot:

- Difficulties in securing housing opportunities that meet the accommodation needs of your household
- The applicant will not already own their own home

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- The applicant will meet the requirements set out in the NSSE Scottish Government allocation policy New Supply Shared Equity scheme - mygov.scot
- The applicant will meet the requirements and conditions set out in the CHT rural housing burden.

6. Verifying Circumstances

Applicants will be required to provide information in support of their application and to provide verification of their circumstances. The information required is outlined below. Additional documents may be asked for.

Circumstance	Proof required
All applicants	Proof of identity, such as passport, birth certificate etc
Homeless or threatened with homelessness	Assessment undertaken by Argyll and Bute
Given notice to quit or notice to leave current accommodation	Copy of valid notice to quit or notice to leave
Moving for job offer	Letter from future employer
Currently employed in \Colonsay or Oronsay	Letter / contract from employer
Access to children	Evidence of access, for example birth certificate, letter from child's other parent or professional
Moving to set up business	Business plan / strategy
Purchasing applicants	Mortgage offer in principle
Purchasing applicants	Savings / access to funds

Where further information is required to fully assess an application, CHT will carry out a telephone interview

7. Types and size of housing – Rentals

We aim to make the best use of our properties. Properties will be allocated as deemed appropriate to the number and make up of people on the application in conjunction with their housing need and the size of housing available.

Because we have no one bedroomed properties, all single applicants will automatically be considered for a two bedroomed home.

We recognise there may be circumstances under which we may consider offering a larger than required property – reasons for this might include:

- Where there is a health reason for requiring a separate or additional bedroom
- Where a separated partner has access rights to a child/children
- Where a household member is pregnant
- Where there is no housing of suitable size

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8. Prioritising / Allocations – Community sustainability factors

This policy has been developed to give priority to those in greatest housing need, whilst addressing the specific needs of the community sustainability factors that are most vital for the residents of Colonsay and Oronsay.
CHT will use this system of awarding points set out in this section to prioritise applications.
The following points award system also applies to house and plot purchases where there are more applicants than homes / plots for sale, alongside the eligibility criteria in 5.2
Only one set of circumstances will apply, use the highest point score.

Circumstances	Points
Homeless and resident in Colonsay / Oronsay *	250
Insecure accommodation **	240
Under occupying CCDC or Colonsay RSL (ACHA or West Highland properties)	230
Overcrowding CCDC or Colonsay RSL (ACHA or West Highland properties)	230
Currently employed or job offer in essential services i.e., NHS, school, care, fire, ferry port, airport	200
Currently employed or have a job offer within a non-essential role	150
Self-employed tradesperson ***	150
Resident living in substandard accommodation	150
Moving to set up new socially economically viable business contributing to island well-being and economy	150
Leaving parents' home to set up new household	150
Currently living in tied accommodation	150
Moving to offer (or receive) care or support to (from) Colonsay / Oronsay resident	100
Established family connection to Colonsay / Oransay	100

* Homeless as defined by Argyll and Bute Council and includes living in a caravan. Homelessness - Definition of Terms (argyll-bute.gov.uk)

**Insecure accommodation e.g. where notice has been given to quit the current home

*** For tradesperson category, please see Annex 1

Priority consideration will be given for families with primary school aged children

If there are not enough applicants to fill the homes for rentals, we can revert to the HOME argyll priority criteria detailed below:

Circumstances	Points
If you are statutorily homeless	200
If you are or have been a member of HM armed forces, completed at least 3 yrs. service and leaving withing the next 12 months	150
If you must move out of your current accommodation withing 2 months	50
If you are being forced to sell your home following a relationship breakdown	50
If you must leave tied accommodation	50
Leaving care or throughcare	200

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If you or a member of your household is experiencing domestic abuse	200
If you or a member of your household is experiencing severe harassment	50
If you or your household is experiencing significant harassment	20
If you have an urgent health need or disability that would be helped with a move	200
If your current social home is too big or too small for your needs	30
If your home has significant problems or is below tolerable standard	50
Your home us significant condition problems	10
You need to be nearer to family or friends for support	10

For further information on HOME Argyll please visit: HOME ARGYLL

9. Employees and directors of CCDC

We will not exclude any employee, former employee, or volunteer director, former volunteer directors or close relatives of employees, former employees, volunteer directors or former volunteer directors from applying for a tenancy, or house or plot purchase. These individuals must apply through the normal application process, will be subject to the same assessment procedure and will be allocated housing based on their housing need as assessed through the allocation policy, by CHT.

10. Making an offer

CHT will be responsible for allocating the properties in accordance with CCDC allocation policy and will:

- Allocate the NSSE properties in accordance with Scottish Government NSSE allocation policy (NSSE homes only)
- Short list to those applicants who meet with at least one of the allocation criteria for sale.
- Undertake an application assessment confirming the following:
  - Household size, ages, and number of adults/children
  - Number of bedrooms required
  - Current accommodation – tenure/condition/insecurity of let etc
  - Employment status
  - Income (including benefits and savings and parental gift)
  - Mortgage approval in principle
  - Debts (former landlord debts for rental homes only)
  - References from either a previous (or existing where landlord is Council or RSL tenant), employer and or character reference
  - Community connection / residency
  - Need to reside/return to live in the community
  - Financial appraisal based on income V sale price, mortgage availability and level of savings.
  - Evidence of live/work proposals for new home (house and plot purchases only)

- Where further information is required in order to fully assess an application, CHT will carry out a telephone interview.

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- CHT will propose allocations to the CCDC Board for final approval. The applicant summary is anonymized to ensure transparency in the allocation process
- CHT will make written offers to the approved applicants, giving all the relevant guidance on what is required for the sale/let to progress.
- In the event of an offer being declined, the property will be re-allocated in accordance with the next applicant considered priority for allocation, or where required, re-advertised.
- Any enquiries from unsuccessful applicants will be directed through CHT staff.
- Allocation disputes and appeals – in the event of the CCDC board not agreeing with the allocation proposals made by CHT, CCDC will provide CHT with clear reasons for their decision, and opportunity for further discussion. Where there is intervention via a third party over the allocation decisions, CHT will discuss with CCDC and agree an appropriate response.

11. Next Steps: House / Plot Sales

CHT will carry out the following:

- Issue offer letter to purchasers
- Issue reservation payment form and letter re deposit arrangements for house and plot sales
- On receipt of reservation payment request details of purchasers' solicitors and lender
- Liaise with lender/solicitor/purchaser with regard to rural housing burden for plots sales
- Advise CCDC Solicitor of purchasers' details
- Instruct CCDC solicitor to deal with sale
- Liaise with lender/solicitor/purchaser regarding NSSE process and sale
- Provide guidance and process applications for the self-build loan fund with plot sales
- Ensure completion of disclosure form (required for discounted sales)
- Confirm settlement date to CCDC
- Provide ongoing guidance to purchaser where required
- Ensure signing of any legal paperwork to allow sale to proceed, where required
- Coordination of release of keys via community

12. Next Steps: Rental offers

- CHT will issue offer letter to successful applicants
- Once the offer has been accepted by the new tenant, CCDC will then provide a Private Residential Tenancy Agreement (PRT) along with the following:
    - Easy Read Notes (PRT)
    - EPC
    - Rent agreement
    - EICR (electrical certificate)
    - Inventory – signed and returned by tenant
    - New Tenancy Introductory letter
    - Tenant handbook
    - New tenancy Introductory Letter
    - Issue of Keys
    - Council tax payment guidance
    - Utilities – meter readings

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13. Storing Information

The storing, sharing and disposal of all personal information will be compliant with current data protection guidelines.
A copy of CHT GDPR and CCDC GDPR policies are available on request

14. Complaints and appeals

Complaints arising during the allocations process will be dealt with by CHT's complaints policy, a copy of which will be provided where requested.
Once tenants have signed their tenancy agreement, or when house / plot sales have been finalised, all complaints will then be under the terms of the CCDC complaints procedure. This policy is available on request.

15. Policy Review

This allocation policy will run for an initial 2 years. At the end of this period we will consult with our partners and with the community of Colonsay and Oronsay in reviewing this document, so that we may continue to effectively meet the aims of the CCDC outlined in section 2 of this document.

During this period, CCDC will report to the community, its partners and funders on:

- The number of household members in permanent employment (including self-employment)
- The number of household members delivering vital services in Colonsay and Oronsay
- Number of children on the school roll

16. ANNEX 1

When prioritising applications under the 'self-employed tradesperson' circumstance set out in Section 8, CCDC will give greater priority to the following trades as identified in the CCDC Community Plan (Insert link to plan):

- General builder / contractor
- Gas safe plumber / heating / heat pump engineer
- NEC EIC certified electrician
- Mechanic
- Vet
- Countryside ranger

We are also keen to develop the skills and roles within the CCDC and therefore we would welcome applications from any persons that have experience in charity and or community company management.

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COLONSAY COMMUNITY DEVELOPMENT COMPANY

e-Bike Project

Report to CCDC Board – 13th July 2023

Background

Following discussion at the June CCDC Board meeting, there has now been discussion and agreement with our delivery Partner Colonsay Bikes and Boards (CBB) that it is not realistically possible to deliver the e-Bike project this year as originally planned. This is very disappointing for all concerned.

Current Position

The project came up against several difficulties:

- Unexpected events leading to limited availability of the key people in CCDC and CBB in the early part of the year, impacting on project planning and development
- Concerns about the suitability of proposed storage facilities for e-Bikes when not out on hire or loan, particularly over the winter.
- Difficulties for CBB committing this year to bike maintenance training. A basic maintenance qualification is a requirement for Public Liability Insurance.

CBB have also confirmed that business in the last 3 months is down on last season - a trend other businesses have seen too - so the original business plan may now be overly optimistic.

The position will be reviewed in the autumn to decide if and how the project should be taken forward next year – possibly in a revised form. We expect to lose the main grant funding for 2023, but hope to be able to submit a revised bid for 2024 if it's decided to go ahead.

Recommendation

It is recommended that:

1. The Board note that that e-Bike project cannot be delivered this year as planned, and that an update will be provided in the autumn.

Callum Hay - Treasurer
July 2023

COLONSAY COMMUNITY DEVELOPMENT COMPANY

Island Profile

At the May board meeting, directors raised some concerns about the application for funding from the Colonsay and Oransay Community Fund. As instructed, I now provide a commentary on how we got to where we are; an update on progress; and an indication of what happens next. I also append a draft for a newsletter item, or something like, to better explain the project to our community.

Background

Directors may recall that this project was born out of the discussion in the village hall when Cabinet Secretary Marie Gougeon visited Colonsay in 2021. Essentially, we had suggested that, to take our community planning forward, we needed to have a robust evidence base to support project definition and funding bids. Following that visit, Marie Gougeon asked the Islands Team to look into supporting CCDC in establishing what became known as an Island Profile. The intention agreed with the Islands Team was that the evidence would support the preparation of a community plan. The community plan was to be an aspirational document capturing the ambitions of our community. We agreed that it would be followed by an Action Plan and a Local Place Plan to be attached to the Argyll and Bute Local Development Plan. The Action Plan was included in the next steps for the Community Plan, and the Local Place Plan was included as a project with the ambitious delivery date of 2023.

This suite of documents forms a strategy to identify what development is needed to promote a sustainable community on the island and where it should be.

The Islands Team picked up the profile project with the intention of starting a pilot on a few islands in April 2022. After nearly 8 months of investigation, discussions and deliberations, we received an offer last December of £5,000 towards the costs of producing an island profile for Colonsay as a pilot project. The justification for the award supported our need for an evidence base but added that the plan would be useful for policy makers and for others when carrying out Island Communities Impact Assessments. Part of the funding was retrospective, to cover the evidence collection as part of the community plan work carried out by Caitlin. That contributed to our costs for the graduate placement.

My Profile report to December board included attracting additional funding from the COCF (although it included that the award should not depend on this – because there was no guarantee of success). Our supporting document set out that work would take place between January and June this year, taking two days each week. The work plan included for an application to COCF in January 2023.

At our December meeting, the board approved the work plan and advertising for the additional staffing to carry out this. There were no applicants, but Caitlin and Lizzie agreed to undertake the project as a job share. Their appointment was not made until March.

An application to the community fund was eventually made in April and funding was awarded following a meeting of the COCF panel.

Progress update

Progress on the profile to date:

- The scope of the profile has been drafted
- Lizzie and Caitlin have agreed broadly who does what
- Island survey work has begun
- Questionnaires have been drawn up in consultation with the SG Island Team

Following the late start to the project, the timeline is being reconfigured to extend the project to August. A timetable will be presented with a report to the June board meeting, but the delivery date is now likely to be August.

Communiqué

Given the concerns of some directors at the May board, I propose the following text for the newsletter/ social media/ website. Please criticise and make suggestions if you wish.

CCDC has recently been awarded funding from the Colonsay and Oransay Community Fund towards the costs in preparing and publishing an Island Profile. This is a project we have had in mind since Marie Gougeon, the Cabinet Secretary for Rural Affairs, Land Reform and Islands, came to see us in 2021(?). We had argued that to support our community plan, we would need to develop an evidence base to demonstrate community needs; to justify funding applications; to support policy makers; and to measure our progress by regular review.

The SG Islands Team worked with us to produce a work plan and found a small fund from last year's budget. We explained that this would be unlikely to be enough but agreed that we would seek additional funding. The award was made in December on that basis.

We are grateful to the Community Fund for helping us to continue this piece of work. Our local fund has allowed us to make better use of the government award. We will share the profile later in the year, including the data we are collecting. In the meantime, please note that some on-island date gathering will be taking place over the next couple of months, including (yet another!) survey. We hope that you will help us produce an accurate picture of the island community and economy by taking part.

Dannie Onn - Chair
June 2023

Scalasaig Project
Draft Letter: NSSE "Golden Share" vs. Rural Burden

Minister Housing

Cc

Jenni Minto MSP
Brendan O'Hara MP
Robin Currie, Leader ABC
??? More Homes
Ronnie MacRae, Communities Housing Trust

Affordable Housing Sales, Colonsay

At the June 2023 Board meeting of the Development Company several directors expressed concerns at the proposal to proceed with the two house sales in our project under the NSSE scheme and not with a more conventional Rural Burden.

The majority of the Board – all unpaid volunteers – have struggled to fully understand the nuances of these two options, save for the fact that the NSSE option seems to carry a far higher risk of the property finding it's way onto the open market by default. It is not obvious to us why this approach is preferred.

In short, and as we understand it, if an owner of one of these homes decides to sell in future:

- Under NSSE, the Government can choose to use it's "golden share" to buy out the owner, and the house can then be resold to a suitable candidate qualifying for an affordable home. If, however, the government decides not to exercise that right with 6 months, then the vendor is free to sell on the open market and the property is lost forever - we're back to square one and the local community would be powerless to intervene. As you can image, that is almost unthinkable for the many directors past and present who have fought for years to get the housing project to this stage.
- With a Rural Burden, there is a presumption that the house can only be sold on to a suitable candidate, so that by default the property will remains in public or (in our case) community control.

It's been pointed out to us that the original RIHF grant offer did specify NSSE, and the company accepted on that basis but at that time the Board had neither the expertise or experience to fully understand the long-term implications. Now that we do, we have concerns.

We'd be grateful for your support to review the proposal

YF

CCDC

DRAFT