COLONSAY COMMUNITY DEVELOPMENT COMPANY

CCDC Board Meeting
11th May 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 11 May 2022 – 19:00 – Colonsay Village Hall and by Zoom

Agenda

Public

1.	19:00	Attendance and apologies	
2.	19:01	Welcome to Linsay	
3.	19:02	Minutes of last meeting and matters arising	
4.	19:04	Declarations of interest	
5.	19:05	Briefing Note	Dannie
6.	19:10	CCC collaboration	Dannie/ William
7.	19:15	Scalasaig update	Callum/ Dannie
8.	19:20	Manse	Dannie
9.	19:25	Machair Wind draft MoU	Dannie
10.	19:30	Island Profile update inc funding	Caitlin/ Dannie
11.	19:45	Colonsay Village Hall	Dannie
12.	19:50	Biodiversity proposal	Dannie
13.	19:55	Communications	Sarah
14.	20:05	Playpark donation	Callum
15.	20:10	AOCB	

DONM

Private

16.	20:15	CRTB	Dannie
17.	20:25	Board review meetings	Callum/ Dannie
18.	20:30	Port Mor update	Dannie
19.	20:35	project co-ordinator pay	Dannie
20.	20:40	AOCB	

COLONSAY COMMUNITY DEVELOPMENT COMPANY

Colonsay Community Development Company Board Meeting
Public Minutes
Thursday 13 April 2023

1. Attendance and apologies

Present: Dannie Onn (DO), Sarah Hobhouse (SH), William Joll (WJ), Darragh Keenaghan (DK), Lesley McInnes (LM), Caitlin McNeil

Apologies: Helen Mann (HM), Callum Hay (CH), Andrew Abrahams (AA), Carrie Seymour, Lizzie Keenaghan

2. Minutes of last meeting and matters arising

Minutes agreed.

3. Declarations of interest

SH – campsite contracting, DK - crofting

4. Briefing Note

This was circulated prior to the meeting. There were no questions.

5. CCC update including joint meeting

WJ reported that a date was still to be decided. DO reported that there is a meeting next week with Scottish Power Renewables regarding off-shore wind proposals.

6. Scalasaig report

CS report circulated prior to the meeting. There are issues with SSEN and wayleaves to the business units. Planning delay means that some funding is unavailable until planning is given. DO to make contact with A&B and chase.

Update on the number of applications received, 3 for house sales but can only offer 2. Applicants will be notified when confirmation of terms of ownership is decided - this needs to be resolved for allocation to go ahead.

Rental applications outweigh the number of houses for rent.

LM – reminded that the objectives set for building the houses seem to be born out and that we should be looking maximise the use of the housing stock.

No applications for the business units to date, but some interest. Closing date 12.05.23.

The allocation policy for the business units was approved by the board.

The board agreed that an off island, outside person, should be on the allocation panel and not just islanders, for example a local councillor, HIE or a housing professional.

There have been no applications to date to buy a self-build plot although there have been recent enquiries. SH asked if a plot be built on as a rental property. DO said that this was an option put forward by the housing fund to improve cash flow, but will get more difficult as time moves on and that window of opportunity may have been lost.

7. Housing management report

To be brought to the next board meeting.

8. Electric bikes

Report circulated prior to the meeting. Full funding is now in place. Final agreement between Colonsay Bikes and Boards and CCDC is yet to be made, pending insurance and VAT arrangements. Matters will hopefully be resolved in the next week or two.

9. Kissing Gate at Port Mor crofts

CTMG propose to install a kissing gate Between Rhona Robinson's (RR) land and the community crofts, replacing the stile at the top of the hill. This will provide easier access for walkers. Our croft tenants are happy with the proposal.
Board approved and DO will inform the CTMG.

10. Annual Accounts

The finalised accounts and CH paper were circulated in advance. The board approved the 2021/ 2022 accounts for CCDC and CTC.

11. AOCB

CCDC Letter to Jane Howard (circulated prior to the meeting) was sent following and responding to the Glasgow Herald article. We have had no response to date.

SH has spoken to the Glasgow Herald journalist yesterday, who would like to come over and write another report on all the progress the community is making on Colonsay. DO thanked SH.

Brendan O'Hara MP visited the island today and met with both CCC and CCDC amongst others. WJ reported that he was receptive, happy to support the community and that we should keep in touch with him on a regular basis. Devolved issues would best be channelled through our MSP Jenni Minto, but Brendan is in close contact with her.

Marine Protection Areas consultation by Scottish Government – AA has been in touch with all Directors giving examples of no-take zones, esentially saying this could be a good idea for conservation and local fish stocks, but not the way it is set out in the consultation. At the meeting today, Brendan O'Hara said he is lobbying against it.

Monday 17th April is the close of the consultation period and there is a need to respond quickly. CM offered to do a draft based Scottish Islands Federation guidance and circulate quickly to the board for comment before next Monday's deadline.

Trading Company. There was an issue over the Easter bank holiday weekend where the CCDC office was open, but the Service Point closed. The coal and gas keys had been left in the shop. Some customers had to go between the two. CCDC recognises that there have been long-standing arrangements to give access to fuel when the service point is closed. Following discussion with CH, DO suggested that coal and gas only be sold through the Service Point during official opening times and not on bank holidays, once the community had been fully notified of the arrangement. All in agreement that this should happen.

An informal directors meeting will be held on 20th April at The Pantry. A profile of Directors will be added to our website and this may be a photo opportunity.

DONM

Thursday 11 May 2023 at 7pm

COLONSAY COMMUNITY DEVELOPMENT COMPANY

GENERAL BRIEFING NOTE May 2023

HPMA consultation

Our response to the consultation was submitted in time. A copy is attached.

CLS visit to Lewis and Harris

The brief report on the visit promised at the last board meeting is attached. Copies of the presentations by the two communities visited can be emailed to any director who wishes to see them as well as a list of delegate contacts. Please contact Dannie if you would like to see any of these.

SPR MachairWind visit

Scottish Power Renewables duly came to Colonsay on 19 April. CCDC and CCC were represented by those available from the previously selected joint working group (Eileen Geekie, Clare Hay, David Hobhouse, Callum Hay, Darragh Keenaghan and Dannie Onn). There was a tour of the island followed by a meeting in the hall.

SPR introduced their team, which included Kiera Wilson, Pauline Pandrieu, and Callum Billings, the environmental consultant from Royal Haskoning, engineers for the project. They were present at the introductory Zoom meeting in October. Kiera reports to Mandy Groya, the head of development for SPR in Scotland. Also introduced was Deborah (Debs) Bryce, who is the recently appointed Community Engagement Manager for MachairWind.

Much of the substance of the meeting is covered on the recently updated MachairWind website.

SPR spoke about the position of MachairWind in the SPR family and its owners. SPR has an expertise in renewables built on UK projects over the last 10 years and more. It operates under Iberdrola who are involved in offshore wind on a global scale.

As of now, MachairWind have secured and paid for and option to lease the sea bed and the right to explore the construction of an array. The option comes with restrictions and obligations, including the need to provide supply chain benefits in Scotland.

They set out the progress and timescale for the project. Essentially, it will be around 10 years before electricity can be exported. In around 5 years there will be a point of commitment or 'financial close' followed by 3-4 years of construction. Before then, there will be investigations, impact assessments and applications for consents. This process is underway and we will be kept up to date with developments through Debs Bryce.

MachairWind will have a stand at the Islay Show this August. It should be possible for the information and exhibition to be brought to Colonsay after then.They are currently considering whether they can make up for not visiting the community last October by paying us another visit in August.

In terms of community benefit, SPR recognise that Colonsay will be a host community and significantly affected by the development. They will commit to a memorandum of understanding with the Colonsay Community. A draft for discussion is tabled on the agenda for this May board meeting.

The Impact Assessments required for consent applications include a socio-economic study. This is being carried out now for SPR by Biggar Economics, with completion this summer. Keira Wilson has shared contact details for them with us. Lizzie has made contact with them. She and Caitlin will explore whether the information they will be gathering might help the profiling project we have and whether our information might help them create a more accurate picture of the island against which to assess impacts.

As a footnote to the above, Dannie has spoken with George Dean of Islay to ensure the host communities work together to best effect and to consider the capacity we need to negotiate on behalf of our community. Dannie will be speaking again to George Dean in the coming weeks.

This note and any engagement with others will be shared with the CCC/ CCDC 'Community Group' for agreement.

Dannie Onn

Community Land Scotland

Lewis and Harris Study Tour 2023

The funding for this study visit was provided by the Scottish Government and the Scottish Community Alliance Community Learning Exchange.

Report on the event from Dannie Onn

Presentation - Urras Oighreachd Ghabhsainn / Galson Estate Trust

The Galson Estate is a community-owned estate of 56,000 acres of coast, agricultural land and moor in the north-west of the Isle of Lewis in the Outer Hebrides. The estate comprises 22 villages running from Upper Barvas to Port of Ness with a population of nearly 2,000 people. The estate passed into community ownership on 12 January 2007 to be managed on their behalf by the Trust.

The trust has an income from the croft land it owns and from 3 wind turbines developed on croft land following acquisition of the estate.

The trust runs a number of community activities, which provisde for the community rather than tourists, especially in winter. They also co-ordinate other groups, agencies and providers as a sort of umbrella organisation.

Galson has money available for projects in the community. This appears to be a more sophisticated arrangement than Colonsay's community fund. It is called a Community Investment Fund and measures leverage. It focusses on supporting organisations that have community benefit objectives and on providing infrastructure. The amount available to projects is based on the benefit of a particular use rather than predetermined amounts.

Advice gleaned from discussion includes that community funds need to be designed to manage expectations and provide a clear vision. Galson's fund aims to be resilient, resourceful and responsive.

Discussion Group - All about the money

This discussion session centred around financial sustainability. Ideas for generating sustainable income, leveraging tourism for community benefit, revenue creation and enterprise for long-term sustainability were touched upon. Much of the discussion focussed on the benefits of and provision for tourism. Perhaps less relevant to CCDC who are currently minor tourism operators on Colonsay. Useful ideas include a link to the Scottish Community Tourism Organisation and the need for good toilets(!) also included in the key requirements: brews, views and loos! Other suggestions included businesses contributing to management through the charity (a future CCDCTMG perhaps). The notion that tourism can be leveraged for community benefit is interesting and in contrast to the Colonsay experience.

Discussion group – All about the people

This discussion looked at the people needed within community organisations. We explored the people needed for a successful community land owning trust and management structures. Dannie investigated the structures of the organisations visited and of other delegates. Typical structures for asset-owning charities involve a governing board; a management level covering finance, assets and projects; and an officer level supporting the management functions. Those communities who own much of their land and assets can have paid staff amounting to 12 or more. Another useful tip was to establish a skills register for directors and look for opportunities to fill gaps in attracting board members. Largely, directors are there to oversee manager responsibilities rather than carry out the day-to-day work of the charity.

Presentation - North Harris Trust

North Harris lies 17 miles off the North-Western tip of Scotland. A dramatic Atlantic coastline and a spectacular mountain range make this a very special place. Each year more and more nature and outdoor enthusiasts make this their holiday destination of choice. For those that are lucky enough to live here, it offers a far superior quality of life. The North Harris Trust manages the estate, on behalf of the community. It aims to build a stronger community and enhance its wonderful wild landscape. The estate comprises of 25,900 ha. of croft land, common grazings, and open hill ground including An Cliseam, the highest peak in the Western Isles and some of the most remote and rugged terrain in Scotland. With around 1000 inhabitants North Harris is sparsely populated. Approximately half the population live in Tarbert, 250 on the Island of Scalpay with the remainder living in smaller crofting townships scattered along the coastline.

The motivation for community ownership was simply to own the land people lived on.

The trust manages large tracts of mountain and moorland, including access and deer management, employing rangers funded by Nature Scotland and others. They have built some business starter office units and managed some community housing conversions. They are about to embark on a new-build community housing project. Trust income comes from croft rents, enterprise rents and operating recycling facilities on behalf of the council.

The associated visits included Huisinis, a gateway facilities building to the north of the community estate, which provides toilets, campervan hook-ups and parking, as well as exhibition/ education space. Of particular interest was the siting of the building, which effectively controls leakage of vehicles onto the dunes and beaches beyond.

Of note is the inclusion of a memorandum of understanding alongside business unit leases to encourage tenants to provide jobs and train employees.

Discussion Group – Housing

Dannie joined a group who looked at all things housing and contributed the CCDC experience of the Scalasaig developments.

3. Consultation Questions

3.1. Why your views matter

The Scottish Government is committed to realising our vision of the marine environment being clean, healthy, safe, productive, diverse and managed to meet the long term needs of nature and people. Your responses will help to shape and inform how we do this.

Respondents should take into consideration the information provided in this document alongside any other knowledge or personal experiences that could be relevant. All opinions are welcome.

You are invited to answer all the questions. However, if you are unable to answer any question then please feel free to skip and move on to the next.

The questions are asked in relation to specific documents: (i) Policy Framework: (ii) Site Selection Guidelines; (iii) Initial Sustainability Appraisal; (iv) Partial Island Communities Impact Assessment (ICIA) Screening Report; and (v) Partial Business and Regulatory Impact Assessment (BRIA).

We recommend reading the full suite of documents before starting to submit your responses.

3.2. Policy Framework

1. What is your view of the aims and purpose of Highly Protected Marine Areas as set out in sections 2 and 3 of the draft Policy Framework?

Strongly support ☐ Support ☐ Neutral ☐ Oppose ☑ Strongly oppose ☐

Please explain your answer in the text box:

As there is no universally agreed definition of what a highly protected marine area is we should take the opportunity to ensure that the definition we use is fit for purpose in Scotland. The current alignment with the three most strictly protected categories set out in IUCN is unnecessarily restrictive and likely to lead to negative consequences for island communities.

2. What is your view of the effectiveness of the proposed approaches to manage the activities listed below, as set out in section 6 of the draft Policy Framework, in order to achieve the aims and purpose of HPMAs?

	Activity	Strongly support	Support	Neutral	Oppose	Strongly oppose
1	Commercial fishing (of any kind)				X	
2	Recreational fishing (of any kind)				X	
3	All other recreational activities			X		
4	Finfish aquaculture			X		
5	Shellfish aquaculture				X	
6	Seaweed harvesting				X	
7	Oil and gas sector			X		
8	Renewable energy				X	
9	Carbon capture, utilisation and storage			X		

	Activity	Strongly support	Support	Neutral	Oppose	Strongly oppose
10	Subsea cables			X		
11	Aggregate extraction			X		
12	Ports and harbours				X	
13	Shipping and ferries			X		
14	Military and defence			X		
15	Hydrogen production				X	
16	Space Ports				X	

Please explain your answer in the text box and if you think we have missed any activities, please suggest them here:

3. What is your view of the proposed additional powers set out in section 8.3.2 of the draft Policy Framework: “Allow for activities to be prohibited from the point of designation to afford high levels of protection.”

Strongly support ☐ Support ☐ Neutral ☐ Oppose ☐ Strongly oppose ☑

Please explain your answer in the text box:

4. What is your view of the proposed additional powers set out in section 8.3.3 of the draft Policy Framework: "Establish processes to permit certain limited activities within a HPMA on a case-by-case basis for specified reasons."

Strongly support ☐ Support ☐ Neutral ☐ Oppose ☑ Strongly oppose ☐

Please explain your answer in the text box:

5. What is your view of the proposed additional powers set out in section 8.3.4 of the draft Policy Framework: "Activities which are not permitted in a HPMA but are justified in specified cases of emergency or *force majeure*."

Strongly support ☐ Support ☐ Neutral ☐ Oppose ☐ Strongly oppose ☐

Please explain your answer in the text box:

6. What is your view of the proposed additional powers set out in section 8.3.5 of the draft Policy Framework: “Measures for activities allowed and carefully managed in HPMAs.”

Strongly support ☐ Support ☐ Neutral ☑ Oppose ☐ Strongly oppose ☐

Please explain your answer in the text box:

7. Do you have any further comments on the draft Policy Framework, which have not been covered by your answers to the previous questions?

Please add your response in the text box:

3.3. Site Selection Guidelines

8. What is your view of the proposal that HPMA site identification should be based upon the "functions and resources of significance to Scotland's seas," as listed below and set out in Annex B of the draft Site Selection Guidelines?

	Function and Resources	Strongly support	Support	Neutral	Oppose	Strongly oppose
1	Blue Carbon					
2	Essential Fish Habitats					
3	Strengthening the Scottish MPA network					
4	Protection from storms and sea level rise					
5	Research and education					
6	Enjoyment and appreciation					
7	Other important ecosystem services					

Please explain your answer in the text box, including any suggested changes to the list:

Community impact is not listed amongst the proposed selection criteria for sites. This is a massive oversight. Selection of sites should be viewed on a community by community basis – for example you cannot disregard the fact that losing 3 fishing jobs may not only have an economic impact within a small community but may also have knock on impacts – for example whole families moving away from the island due to the loss of employment which impacts the sustainability of schools and public services, and contributes to depopulation.

9. What is your view of the general principles that are intended to inform the approach to HPMA selection, as listed below and set out in section 4.1 of the draft Site Selection Guidelines?

	General principle	Strongly support	Support	Neutral	Oppose	Strongly oppose
1	Use of a robust evidence base					
2	HPMA scale and the use of functional ecosystem units					
3	Ensuring added value					
4	Delivering ecosystem recovery					

Please explain your answer in the text box, including any suggested changes to the list:

We have concerns over the ability to use a 'robust evidence base' effectively to measure the impact on small communities given the lack of granular data in many areas. Detailed information gather is required for each area impacted on an island-by-island basis. This information should be gathered in partnership with islanders but should not add to the volunteer burden already placed on many island communities.

Community impact is not listed amongst the guiding principles for sites which is a massive oversight, as per previous comments.

10. What is your view of the proposed five-stage site selection process, found in sections 4.2 and 4.3 as well as figure 2 and Annex A of the draft Site Selection Guidelines?

Strongly support ☐ Support ☐ Neutral ☐ Oppose ☑ Strongly oppose ☐

Please explain your answer in the text box:

11. Do you have any further comments on the draft Site Selection Guidelines, which have not been covered by your answers to the previous questions?

3.4. Initial Sustainability Appraisal

12. What is your view of the Strategic Environmental Report, summarised within sections 3 and 4 of the Sustainability Appraisal, as an accurate representation of the potential impacts, issues and considerations raised by the introduction of the draft Policy Framework and Site Selection Guidelines?

Strongly support ☐ Support ☐ Neutral ☐ Oppose ☐ Strongly oppose ☐

Please explain your answer in the text box:

13. What is your view of the Socio-Economic Impact Assessment, summarised within sections 3 and 4 of the Sustainability Appraisal, as an accurate representation of the potential impacts, issues and considerations raised by the introduction of the draft Policy Framework and Site Selection Guidelines?

Strongly support ☐ Support ☐ Neutral ☐ Oppose ☐ Strongly oppose ☑

Please explain your answer in the text box:

3.5. Partial Island Communities Impact Assessment (ICIA) Screening Report

14. What is your view of the partial ICIA screening report as an accurate representation of potential impacts, raised by the implementation of the draft Policy Framework and Site Selection Guidelines?

Strongly support ☐ Support ☐ Neutral ☐ Oppose ☐ Strongly oppose ☑

Please explain your answer in the text box:

15. Do you think that the implementation of the draft Policy Framework and Site Selection Guidelines will have any significantly differential impacts – positive and/or negative - on island communities?

Yes ☑ No ☐ Not sure ☐

Please explain your answer in the text box, including any additional impacts that have not been identified in the partial ICIA screening report:

3.6. Partial Business and Regulatory Impact Assessment (BRIA)

16. What is your view of the partial BRIA as an accurate representation of the potential impacts, issues and considerations raised by the implementation of the draft Policy Framework and Site Selection Guidelines?

Strongly support ☐ Support ☐ Neutral ☐ Oppose ☑ Strongly oppose ☐

Please explain your answer in the text box:

17. Do you think that the implementation of the draft Policy Framework and Site Selection Guidelines will have any financial, regulatory or resource impacts – positive and/or negative - for you and/or your business?

Yes ☑ No ☐ Not sure ☐

18. If you answered “yes” to the previous question, please specify which of the proposals/actions you refer to and why you believe this would result in financial, regulatory or resource impacts for your business.

We believe that this proposal will result in in financial, regulatory or resource implications. we would like to reiterate the delicate balance of the economy in many of our island areas. While some businesses may not be directly affected by this proposal through, for example, restrictions on their activity any negative impacts felt by one section of an island economy are likely to ripple out to other local businesses such as shops, suppliers and service providers.

3.7. Our Commitment

19. Do you have any further thoughts on the Scottish Government's commitment to introduce HPMAs to at least 10% of Scottish waters?

While we are supportive of efforts to ensure responsible stewardship of our natural resources, any policy pertaining to our land or sea needs to take into account that these places have been routinely populated and used by humans throughout history. While we should seek to ensure that these areas are protected for future generations, and for the good of the wider planet, we need to recognise and value that humans make up a key part of these ecosystems. Protections should encourage responsible, sustainable use without damaging the fragile communities.

COLONSAY COMMUNITY DEVELOPMENT COMPANY

PROJECT REPORT – Old Baptist Manse

Project	Manse			
Report Compiled by	Lizzie Keenaghan			
Reporting Period	May 2023			
Project Status	Previous Status:		Current Status:	

1. SUMMARY OF ACTIVITY SINCE LAST REPORT

- Survey completed by ABC's contractor for possible use of Energy Efficient Scotland: Area Based Scheme (EES:ABS)
- Draft renovation development plans received pro bono from Native Architects, Chris & Sally Walker

2. KEY ISSUES

- The insulation that the EES:ABS scheme will support is internal room lining. They'll quote after the survey results are processed. I'm unclear as to what the cost would be to CCDC, as I don't think it's 100% grant funded. Colm, from chatting with the surveyor, heard the scheme would include an amount towards the redecorating.
- EES:ABS is a fund only possible if a house has tenants, but the work to me would seem messy & disruptive enough that people would need to vacate for a while – to be investigated.
- This scheme was flagged up by Darragh as a possibility, and the lady over-seeing it for ABC is Jackie Westerman who has been really supportive in assisting with our application. We don't have to go for this though if the cost isn't feasible for CCDC, if it'd be too disruptive for current tenants (although this could be preferable to a winter in an un-insulated house) or if it's not a good fit with renovation plans as proposed by Native Architects. These renovation plans suggest opening up a wall between living room & kitchen, and opening up the west-facing living space wall for light, space & solar gain, making it an appealing 3-bed family home. Once new insulation is in, it would be a shame to take sections out for more major reconfiguration of walls – but we don't know when that could be possible to achieve (PP & funding), so maybe it'd be a good idea in short-medium term to just get it insulated?
- Native Architect plans – my main thoughts were:
  - creating 3 bedrooms, a combined living kitchen space, flow around the house downstairs & more light/view to the west all seem really positive and needed.
  - unless there's a porch on the front door, with parking shifted to the front, I don't think that front door will ever be used, and it's odd to always walk past inside. The back kitchen door will always be useful & used though - maybe a porch on each?
  - the west elevation is charismatic, so it'd be good to keep some similarities, even if it's altered & built onto with the need for light/solar gain/living kitchen space.

PROJECT REPORT – Old Baptist Manse

- Tanya has flagged up a patch of recurring damp in the dining room, that's requiring a dehumidifier constantly to avoid mould. They think water may be coming through an exterior wall, and raised this as an area to investigate & address ahead of internal insultation.

3. FORMAL APPROVALS / DECISIONS REQUIRED

- A Board discussion towards a decision on the above – opting for EES:ABS, or not (to be better informed later on when CCDC receives a quote)
- Board views on Native Architect's proposed plans
- A plan for investigating damp/rainwater ingress at Manse ahead of any renovation/insulation.

4. NEXT REPORTING PERIOD ACTIVITIES

- We may have heard back on the EES:ABS survey & quote from ABC
- We will have had a meeting with Chris & Sally Walker of Native Architects while they're over later in May, so

5. APPENDICES

- EES:ABS information sheets
  This shows flow chart of application > survey > quote > work
- Native Architect draft plans – two versions

ENERGY EFFICIENT SCOTLAND: AREA BASED SCHEME

2022-2023

Customer Information

AREA BASED SCHEME (ABS)

The scheme was introduced in 2013 by the Scottish Government to provide grant funding to improve the energy efficiency of domestic private properties on an area-based approach. The main objective of ABS is to reduce levels of fuel poverty and reduce carbon emissions across Scotland by installing energy efficiency measures to housing stock. Energy efficiency contributes to the Scottish Government's Climate Change Act 2019. The scheme is open to owner occupiers and private rented householders, and is moving into its tenth year.

The aims of ABS are:

- Fewer Scottish households experience fuel poverty and extreme fuel poverty
- Energy inefficiency is reduced as a factor in energy costs for Scottish households in or at risk of fuel poverty
- More Scottish homes are warm and comfortable
- Long term reductions in CO2 emissions and decarbonisation of heat
- Improvements in the capacity of the supply chain to deliver domestic energy efficiency retrofits to every community across Scotland
- Investment in energy efficiency benefits the local economy and sustainable local economic development

What is Fuel Poverty?

The Scottish definition of fuel poverty is:

A household is in fuel poverty if the household's fuel costs (necessary to meet the requisite temperature and amount of hours as well as other reasonable fuel needs) are more than 10% of the household's adjusted net income **and** after deducting these fuel costs, benefits received for a care need or disability, childcare costs, the household's remaining income is not enough to maintain an acceptable standard of living.

(*Source: Fuel Poverty (Targets, Definition and Strategy) (Scotland) Act 2019)*

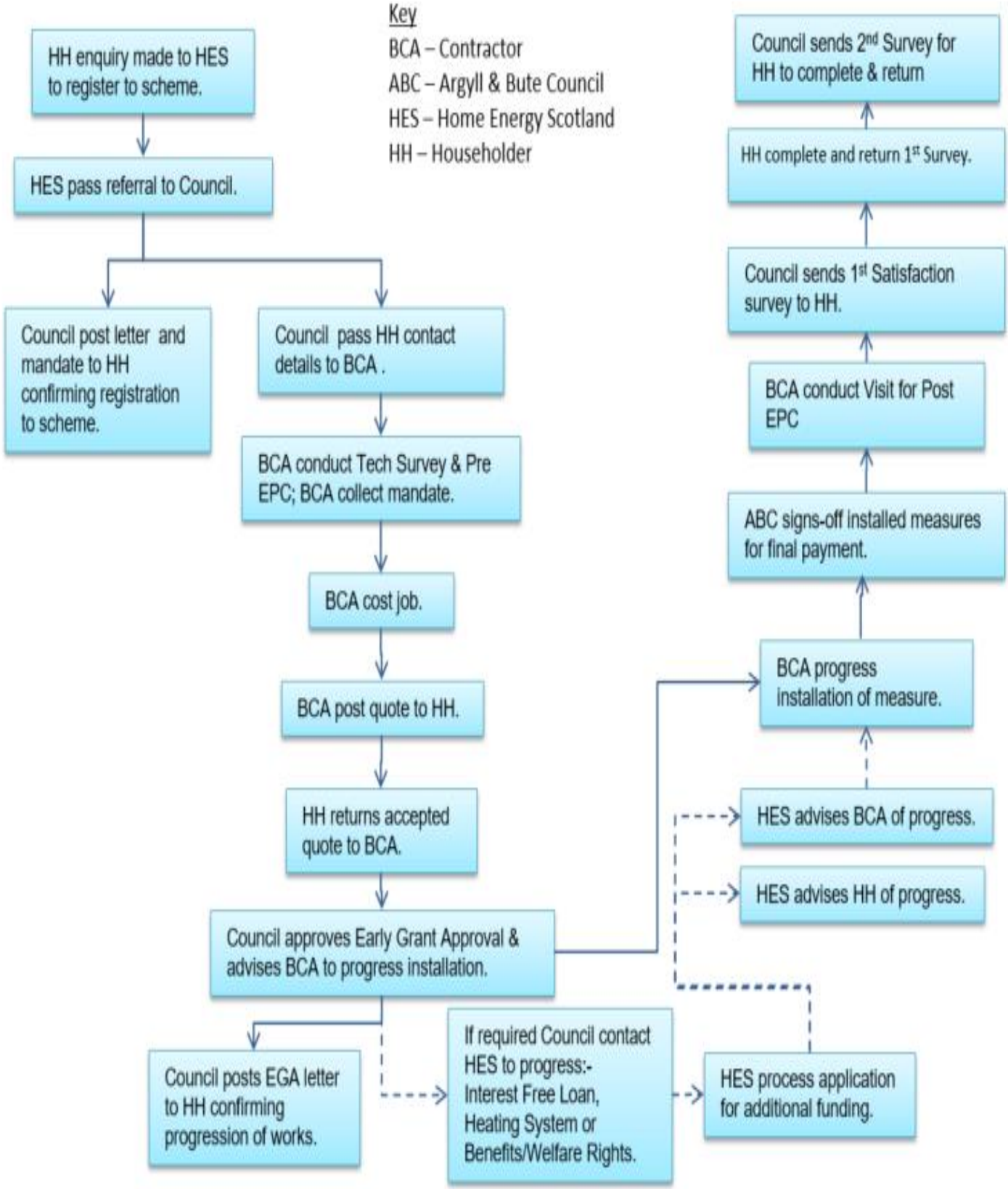
For households requiring an enhanced heating regime, this would be 23°C in the living room and 20°C in other rooms. For other households, this is 21°C in the living room and 18°C in other rooms. For a household for which enhanced heating hours is appropriate, heating the home to the requisite temperatures for 16 hours a day, every day. For any other household, heating the home to the requisite temperatures for 9 hours a day on a weekday and 16 hours a day at the weekend.

(*Source: Fuel Poverty (Targets, Definition and Strategy) (Scotland Act 2019)*

What are the main causes of fuel poverty?

Poor energy efficiency of the dwelling
Low disposable household income
High price of domestic fuel
How energy is used in the home

CUSTOMER JOURNEY



PARTNERS

Argyll & Bute Council Home Energy Efficiency Project Team - have overall responsibility for compliance with the Scottish Government's grant conditions; the design and delivery of the Area Based Scheme in Argyll & Bute; determine the areas targeted for the scheme and manage the overall customer process. The Council will approve applications for grant and will then instruct BCA Insulation Ltd to progress with the approved jobs.

Home Energy Scotland (0808 808 2282) - is the Scottish Government's hotline for impartial free energy efficiency and fuel poverty advice, and take referrals for the Scheme. Home Energy Scotland will complete a telephone application to determine suitability to the Area Based Scheme and the householder details will be passed to Argyll & Bute Council.

This call may identify an application through another grant funding stream as more suitable. If the ABS grant be deemed the most appropriate funding source,

BCA Insulation (01501 825 682) - are the Contracted Installers for the Area Based Scheme. They were contracted by Argyll & Bute Council through a competitive tendering process.

BCA Insulation Ltd will complete a Survey comprising of an Energy Performance Certificate (EPC) and Technical and Costing survey within 15 working days of referral by Argyll & Bute Council. The Surveyor will need access to all rooms and areas of the property and will take photographs and prepare a Survey Report. They will contact the householder to book in a start date for the insulation measures to be installed and discuss any work that is needed before a job can start, e.g. removing curtains and curtain poles; moving furniture away from external walls; and removal of wall paper.

The Energy Performance Certificate will be made publicly available on the Scottish Energy Performance Certificate Register which can be accessed at www.scottishepcregiser.org.uk. All current EPCs for properties in Scotland are published on this Register.

SCHEME CRITERIA

The 2022-23 scheme is targeting all areas in Argyll and Bute, with the scheme eligibility criteria being:

- Council Tax Band A-C
- Council Tax Band D with an EPC energy rating of E, F or G (*an estimate will be provided by Home Energy Scotland as part of your application and will be confirmed by the Contractor at survey)*
- Owner Occupiers; Private Rented Householders and Park Homes (if they are permanent homes). Second homes and empty homes are not eligible.
- **Islands only:** In addition to above**,** Council Tax Band E and above with an EPC energy rating of E, F or G (an estimate will be provided by Home Energy Scotland and confirmed by BCA Insulation).

As part of the process for the scheme, Home Energy Scotland will be able to provide an "estimated" energy rating of the property. The Contractor for the scheme (BCA Insulation Ltd) will then survey the property, and conduct an Energy Performance Certificate (EPC) as part of that survey. This EPC will then confirm the energy rating of the property and determine eligibility. **There will be no cost to the householder directly if the householder is found to have a higher energy rating than an E, which would make the application ineligible for funding.**

The Council's Welfare Rights Team aims to ensure that the residents of Argyll and Bute are not missing out on their entitlement to benefits and other related help by providing a free, confidential and impartial benefits advice, information and appeal representation service.

You can refer yourself (or someone else) to the Welfare Rights Team by completing the form available at: https://argyllandbute.custhelp.com/app/SW/Welfare_Rights, or you can phone and speak to Welfare Rights by calling 01546 605517.

SCHEME ELIGIBILITY

The scheme guidance, which is determined by the Scottish Government, requires that householders applying for a grant should meet the following criteria noted below, known as "Local Authority Flex" (LA Flex), which indicates that a household may be in, or may be at risk of being in, fuel poverty.

Alternatively, if households are *not* eligible for LA Flex, to ensure that the scheme is inclusive, Argyll & Bute Council have added criteria that these households can make a personal contribution of 5% to the works in order to gain full grant funding.

Local Authority Flexibility:

The "LA Flex" criteria are -

- Gross Household income of less than £37,091.

OR:

1)High energy costs (FP)	Homes with an EPC rating of E, F or G OR: The property is hard to heat due to at least one of the following: • having solid walls • off the mains gas network • no existing central heating • being a park home or of non-standard construction
2)Low Income Vulnerability to Cold *(This is not an exhaustive list. The council is aware that there may be alternative circumstances and therefore reserves the right to review individual cases)*	a) Over the age of 60 b) Under the age of 5 c) Chronic Asthma d) Heart Disease e) Rheumatoid arthritis f) Osteoporosis/ brittle bones g) Cancer

Households in Extreme Fuel Poverty:

Households which are determined to be in Extreme Fuel Poverty are entitled to an additional grant amount of £5000 .This will be determined at the time of your Survey. We will **require proof of eligibility**, before approving a higher rate of grant, e.g. copies of Benefit Award letters.

HOUSEHOLDS IN REMOTE AND RURAL AREAS/OFF GAS GRID

Households determined by to be Remote/Rural by *The Energy Saving Trust* or are off the Mains Gas Grid are entitled to an increased grant as noted below.

GRANT LEVELS

Flat	£8500
+ Off Gas Grid*	£9500
Or:	
+ Remote Rural*	£10500
Terraced (including end terrace)	£9000
+ Off Gas Grid*	£10050
Or:	
+ Remote Rural*	£11100
Semi-detached	£10250
+ Off Gas Grid*	£11450
or	
+ Remote Rural*	£12650
Detached	£13000
+ Off Gas Grid*	£14550
or	
+ Remote Rural*	£16100
Extreme Fuel Poor**	£5000

SCALE OF WORKS

Please note that even if you are eligible for LA Flex there may still be an owner contribution which will be dependent on the total cost of the suite of works carried out – this will be clearly advised before you commit to any works. It may be possible to fund this through a Scottish Government interest free loan – please ask us for details.

The programme operates on a property by property basis, therefore it is extremely unlikely that two properties will have the same contribution. This is due to variables such as: area to be insulated; extensions/conservatories; condition of current external walls; property type and the associated scope of works. This is the nature of working on individual properties and the programme is not “one size fits all”.

COVID-19 OPERATING PROCEDURES

Please be assured that Argyll & Bute Council, BCA Insulation Ltd, MacDonald & Cameron Ltd and any associated Contractors will adhere to the current and relevant Scottish Government Covid-19 guidance at all times.

INFORMATION ON AVAILABLE MEASURES

The table below highlights the available measures which are available through the scheme and eligible for grant funding. Your property type dictates the measure(s) which will be funded through the scheme and will be determined via survey.

Property Type	IWI	EWI	CWI	CWI Ext/ Refill	CWI Ext / IWI	LI	RiR	UFI
Solid stone and solid brick	✓	✓	N/A	N/A	N/A	✓	If Applicable	✓
Timber frame	✓	N/A	N/A	N/A	N/A	✓	If Applicable	✓
Unfilled cavity wall	✓	N/A	✓	N/A	N/A	✓	If Applicable	✓
Filled cavity wall	N/A	N/A	N/A	✓	✓	✓	If Applicable	✓
System build (non-traditional)	✓	If Appropriate	N/A	N/A	✓	✓	If Applicable	✓
Park Homes	N/A	✓	N/A	N/A	N/A	If Applicable	N/A	If Applicable

Measure	Measure Name
IWI	Internal Wall Insulation
EWI	External Wall Insulation
CWI	Cavity Wall Insulation
CWI Ext/Refill	Cavity Wall Insulation Extraction and Refill
CWI Ext/Refill/IWI	Cavity Wall Insulation Extraction and Internal Wall Insulation
LI	Loft Insulation
RiR	Room in Roof Insulation
UFI	Underfloor Insulation

(In certain circumstances the Council may approve alternative measures subject to survey and individual property circumstances)

The ABS programme focuses mainly on insulation measures for individual properties, however for flats there may be an opportunity to insulate the entire block. This will require all owners, private rented householders and if applicable Housing Associations to apply to the programme, agree on the scope of works required and to contribute financially to any works proposed on the property. Please contact the Project Team to discuss this further.

If you have any queries about the scheme, please contact:

Jacqueline Westerman: Project Officer – Energy Efficiency

☎ 01586 555943 E-mail: Jacqueline.Westerman@argyll-bute.gov.uk

Brenda Galbraith: Housing Improvement Assistant – Energy Efficiency

☎ 01546 604254 Email brenda.galbraith@argyll-bute.gov.uk

What is on offer?

The following insulation measures are eligible through the Scheme determined by the technical survey:

- **External Wall Insulation** (dependent on conservation area and planning approval).
- **Internal Wall Insulation**
- **Cavity Wall Insulation**
- **Loft Insulation**
- **Underfloor Insulation**

To register your interest, contact Home Energy Scotland:-

HOMEENERGYSCOTLAND.ORG
0808 808 2282
FUNDED BY THE SCOTTISH GOVERNMENT

Or should you require more information, contact:-

Argyll and Bute Council:-

- **Jacqueline Westerman: Project Officer, Energy Efficiency**
  ☎ 01586-555943
  Email: jacqueline.westerman@argyll-bute.gov.uk
- **Brenda Galbraith: Housing Improvement Assistant: Energy Efficiency**
  ☎ 01546-604254
  E-mail: brenda.galbraith@argyll-bute.gov.uk

HOME ENERGY SCOTLAND

BCA insulation

The Scottish Government
Riaghaltas na h-Alba

HOME ENERGY ARGYLL & BUTE

HEAT IN — COLD OUT

Argyll Bute COUNCIL

To register your interest for grant assistance to install energy efficiency improvements to your property please contact Home Energy Scotland:

HOMEENERGYSCOTLAND.ORG
0808 808 2282
FUNDED BY THE SCOTTISH GOVERNMENT

HOME ENERGY SCOTLAND

BCA insulation

The Scottish Government
Riaghaltas na h-Alba

How is it funded?

Argyll and Bute Council use Scottish Government funding to provide grant assistance towards energy efficiency improvements to householders in Argyll and Bute. The following grant levels are available for the following property types:

Flat	**£8,500**
Mid & End Terraced	**£9,000**
Semi-detached	**£10,250**
Detached	**£13,000**

If the property is on an Island, in a very remote rural location or off gas grid, an uplift in grant could be applied to your offer.

Extreme Fuel Poor — If you are deemed to be extreme fuel poor, an additional uplift in grant could be applied to your offer.

Am I Eligible?

The scheme is open to:-

- Owner Occupiers and Private Rented Householders ***(second homes/empty homes are not eligible)***
- Council Tax band A-C Properties.
- Council Tax band D Properties with an EPC of E, F or G.
- **Island Properties Only** - Council Tax Band E and above with an EPC of E, F or G.

Who are Home Energy Scotland

Home Energy Scotland are the Scottish Government's Freephone energy efficiency advice and support helpline. It is the **sole route** to register your interest for the scheme. Home Energy Scotland can also provide you with energy advice and support.

HOMEENERGYSCOTLAND.ORG
0808 808 2282
FUNDED BY THE SCOTTISH GOVERNMENT

Who does the work?

Through a competitive tendering exercise, Argyll & Bute Council have appointed BCA Insulation Ltd as the contractor for the scheme. Argyll & Bute Council Housing Services facilitates the process, of installing energy efficiency measures, with the overall contract being between the householder and the contractor. The Contractor will:

- Carry out a technical survey of your property to determine the most suitable energy efficiency measure.
- Cost the works required for your property.
- Install the measures

REVISION HISTORY			
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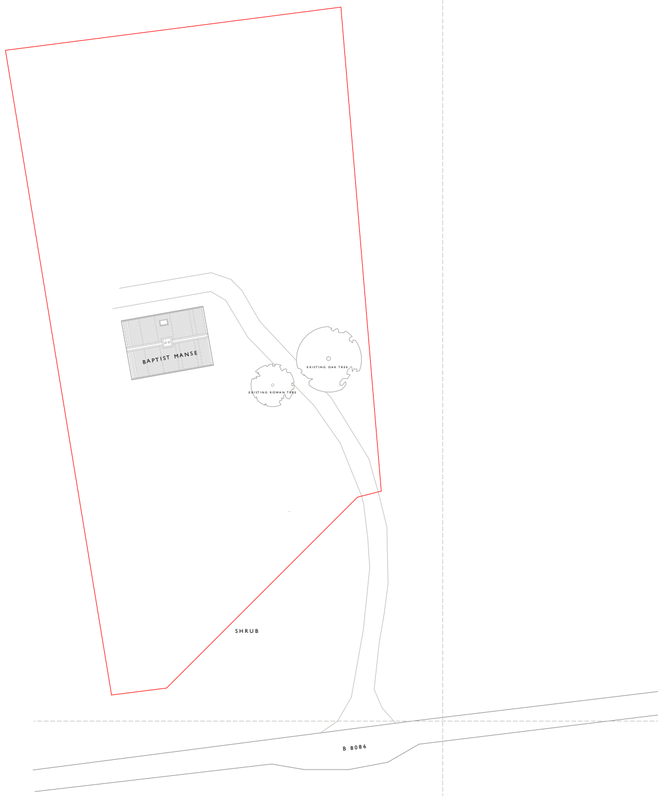

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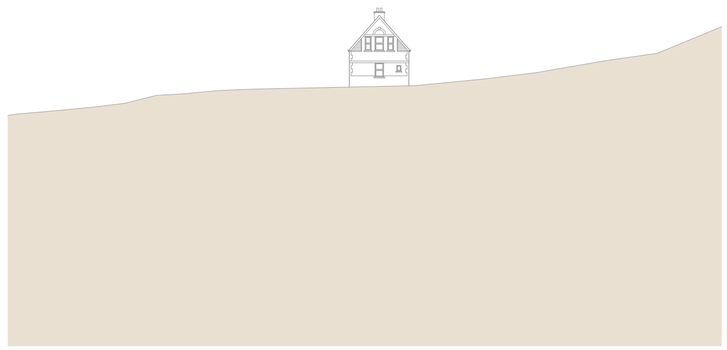

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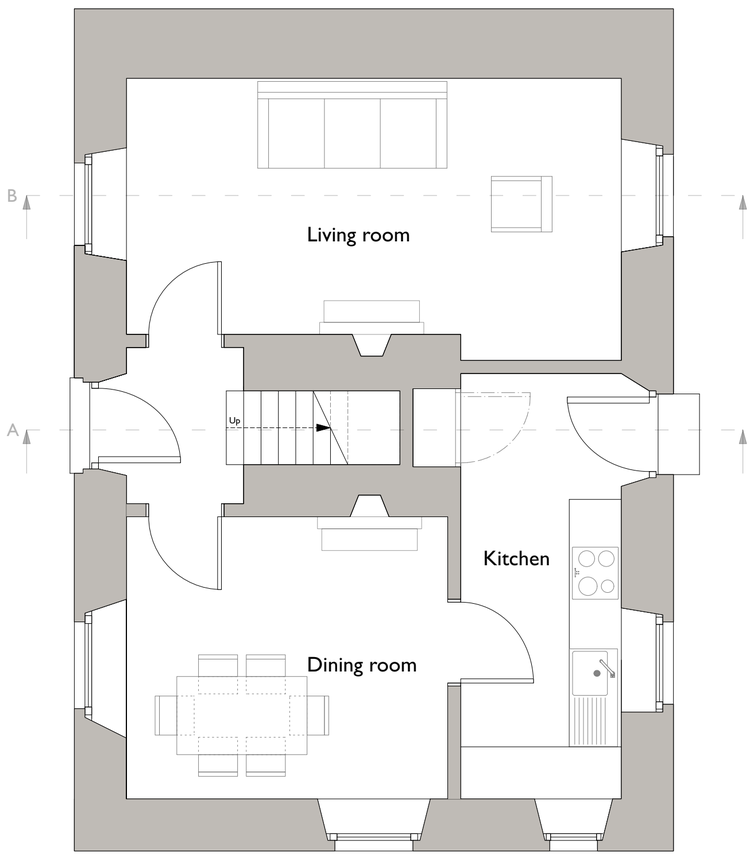

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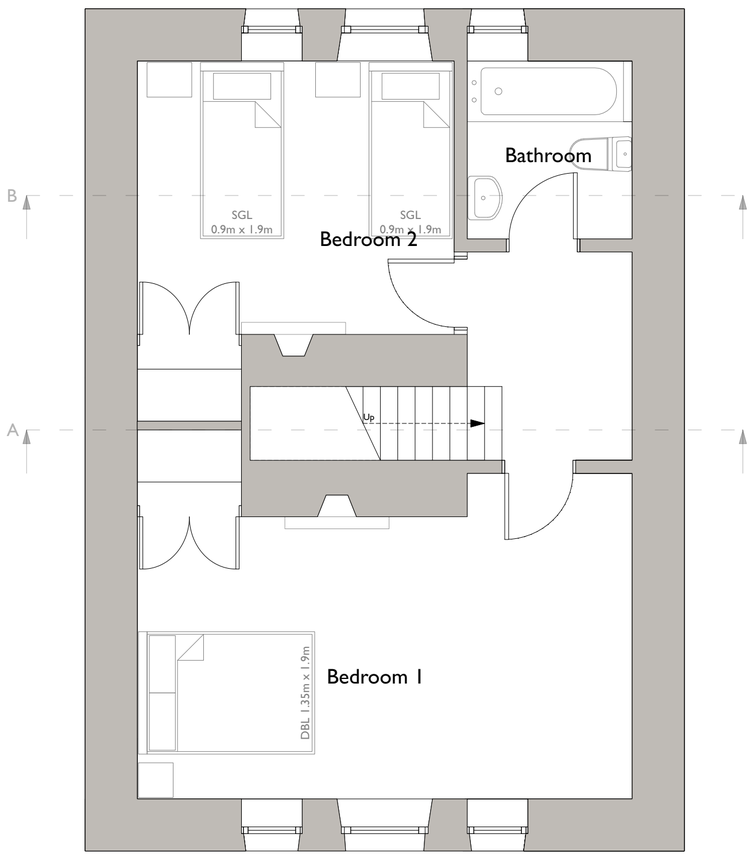

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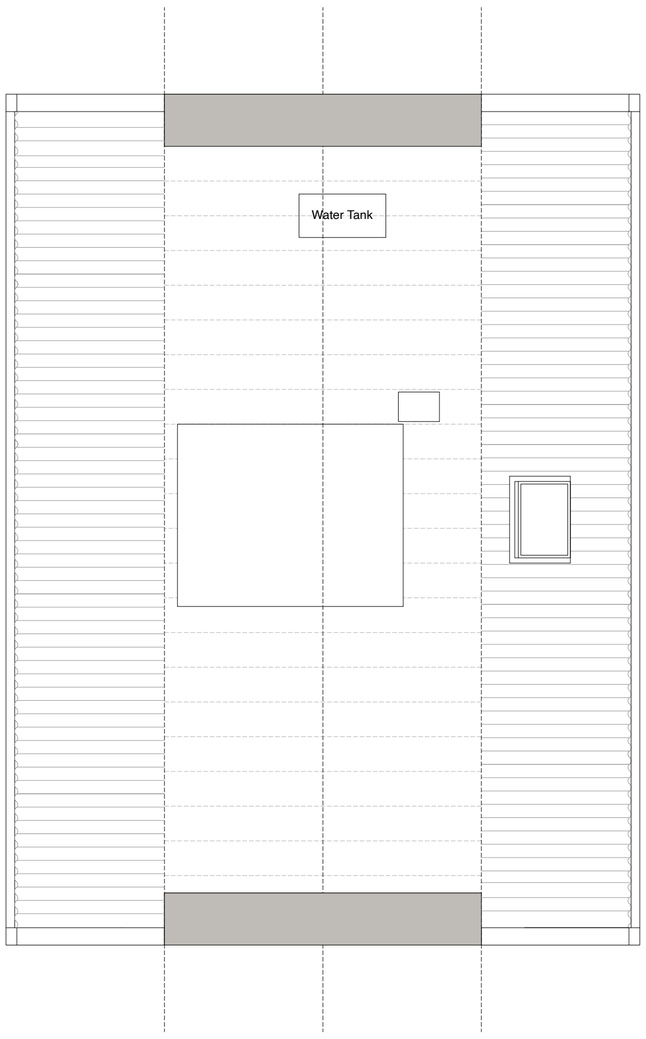

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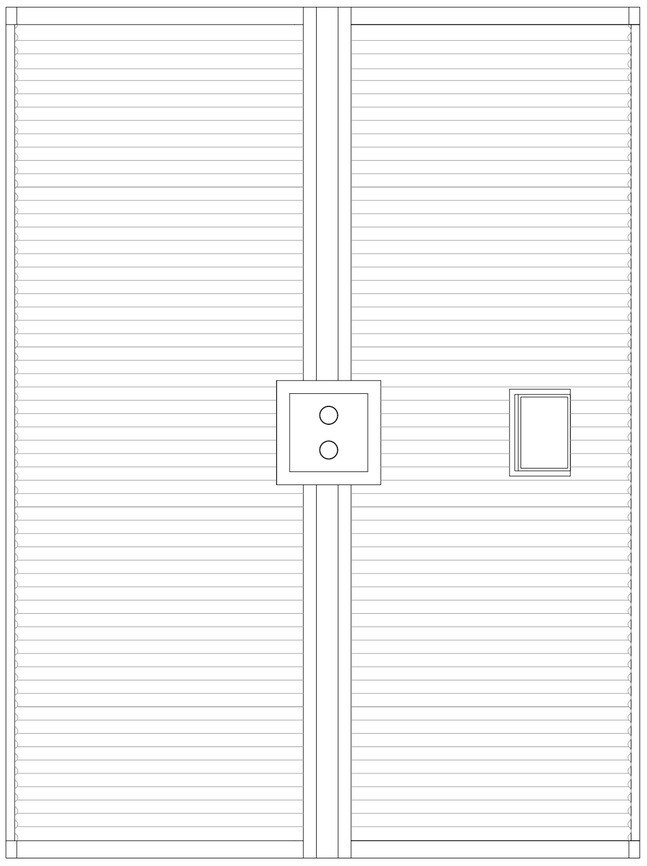

6 EXISTING ROOF PLAN
Scale: 1:50

NATIVE

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PRELIMINARY

RIBA WORK STAGE 1

CLIENT
Colonsay Community Development Company

SCALE BAR
1:50 0 1 m 2.5
1:500 10 m 25

All dimensions must be checked on site and not be scaled from this drawing

JOB
Old Baptist Manse

JOB NO.
23004

DRAWING
Existing Plans

DRG NO.	SCALE
100	1:500&1:50@ A1

DRAWN	APPROVED	DATE
EP	SW	20/02/23

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REVISION HISTORY			
REV	DESCRIPTION	DATE	APPROVED

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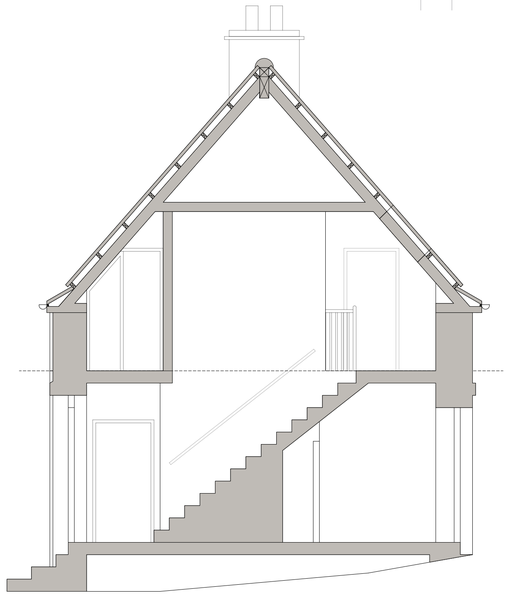
Scale: 1:50



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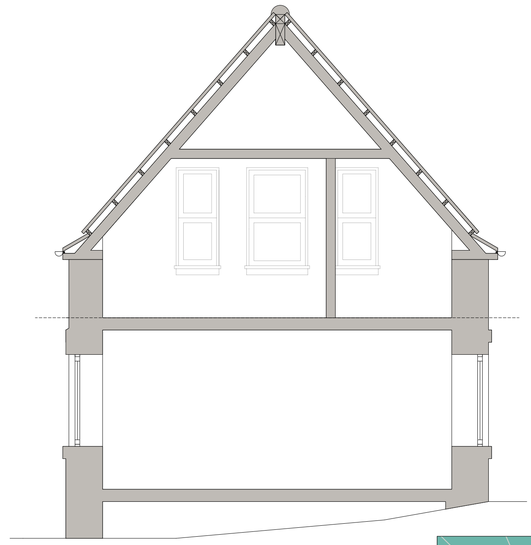
Scale: 1:50

4 EXISTING WEST ELEVATION
Scale: 1:50

5 EXISTING NORTH ELEVATION
Scale: 1:50



6 EXISTING SECTION B
Scale: 1:50

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PRELIMINARY

RIBA WORK STAGE 1

CLIENT
Colonsay Community Development Company

SCALE BAR
1:5 0 100 mm 250
1:50 1 m 2.5

All dimensions must be checked on site and not be scaled from this drawing

JOB
Old Baptist Manse

JOB NO.
23004

DRAWING
Exisitng Elevations and Sections

DRG NO.	SCALE
101	1:50 @ A1

DRAWN	APPROVED	DATE
EP	SW	20/02/2023

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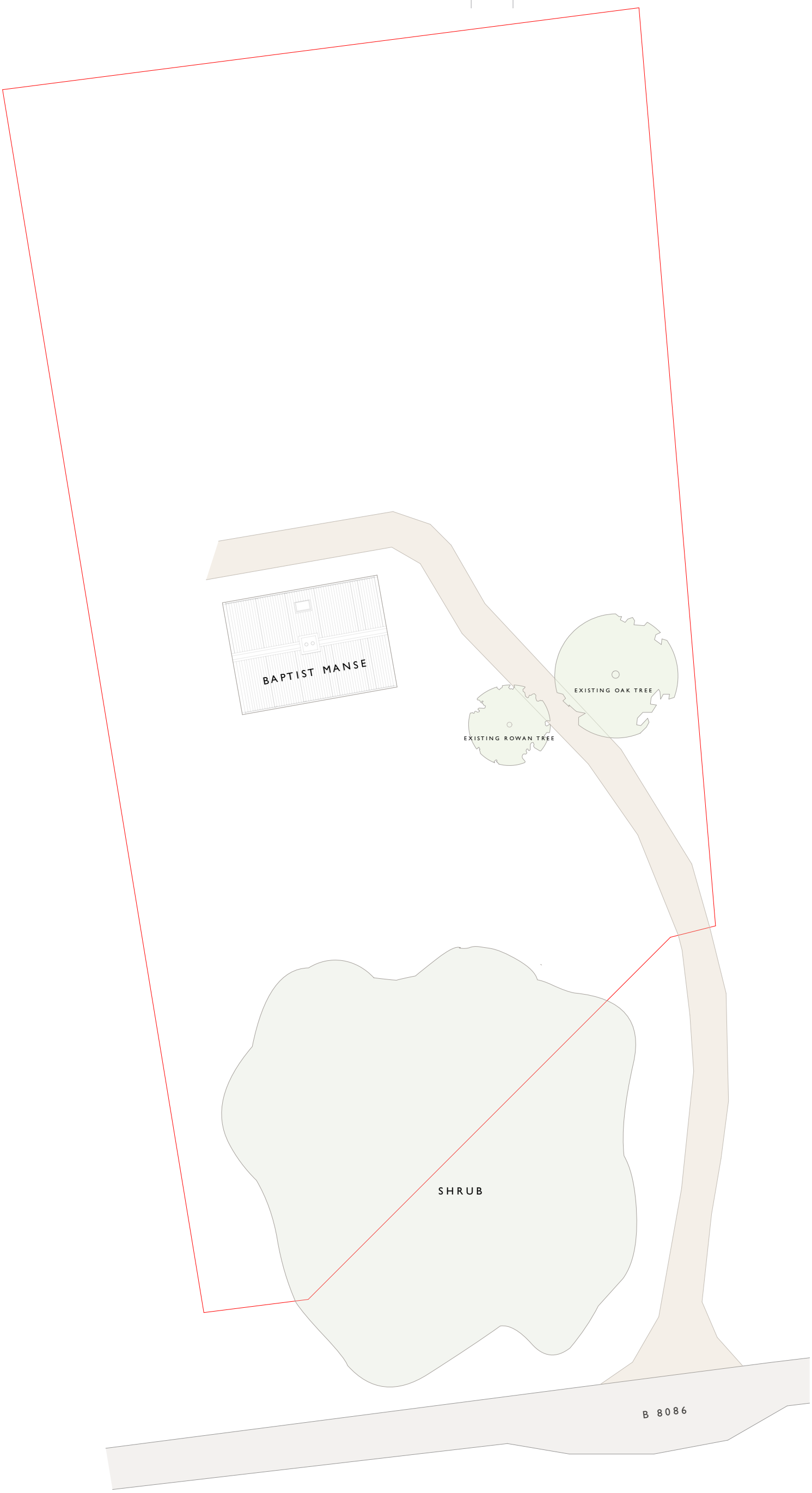

1 SITE PLAN
Scale: 1:250

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PRELIMINARY

RIBA WORK STAGE 1

CLIENT
Colonsay Community Development Company

JOB
Old Baptist Manse

JOB NO.
23004

DRAWING
Existing Site Plan

DRG NO.	SCALE	
102	1:250 @ A1	N

DRAWN	APPROVED	DATE
EP	SW/CW	20/02/2023

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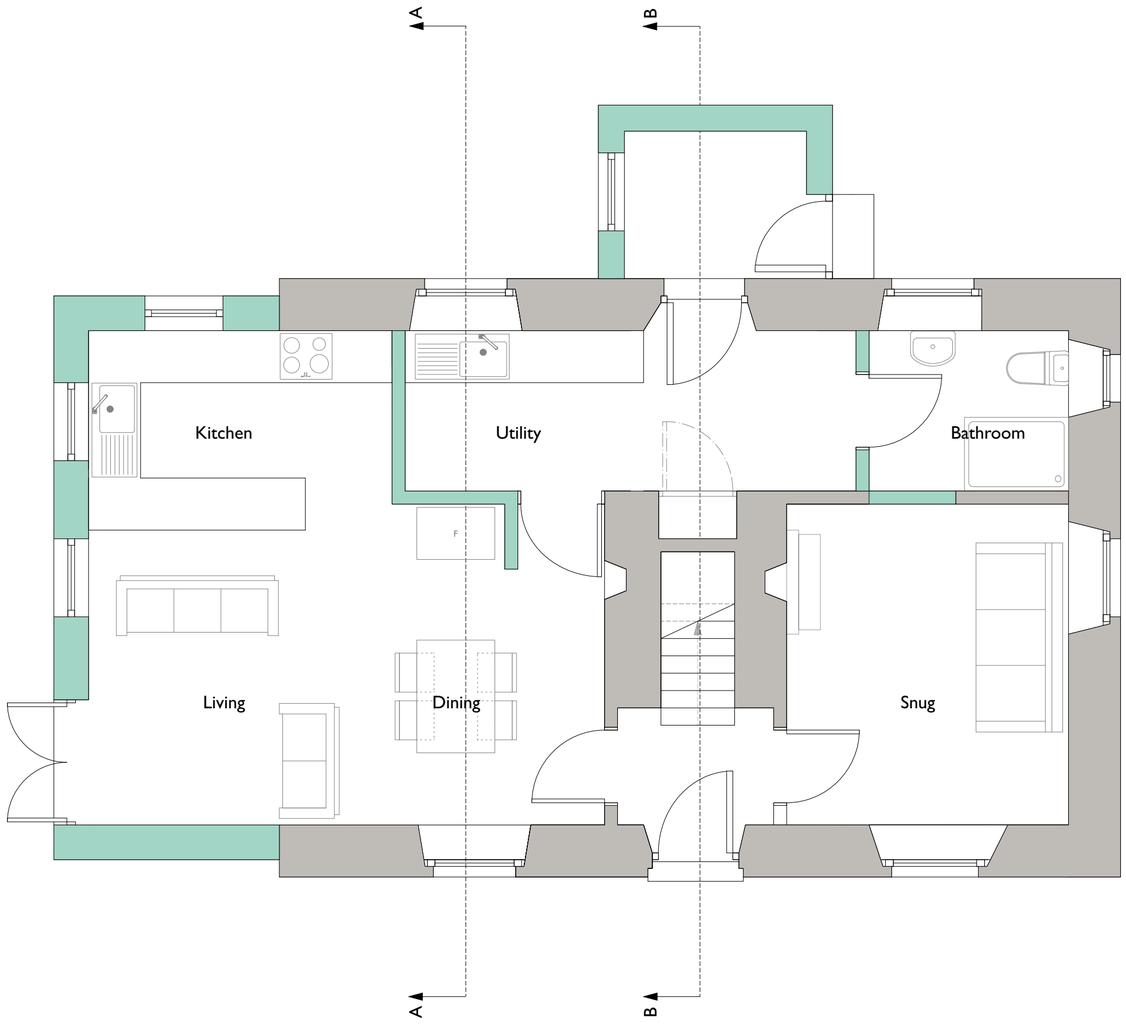

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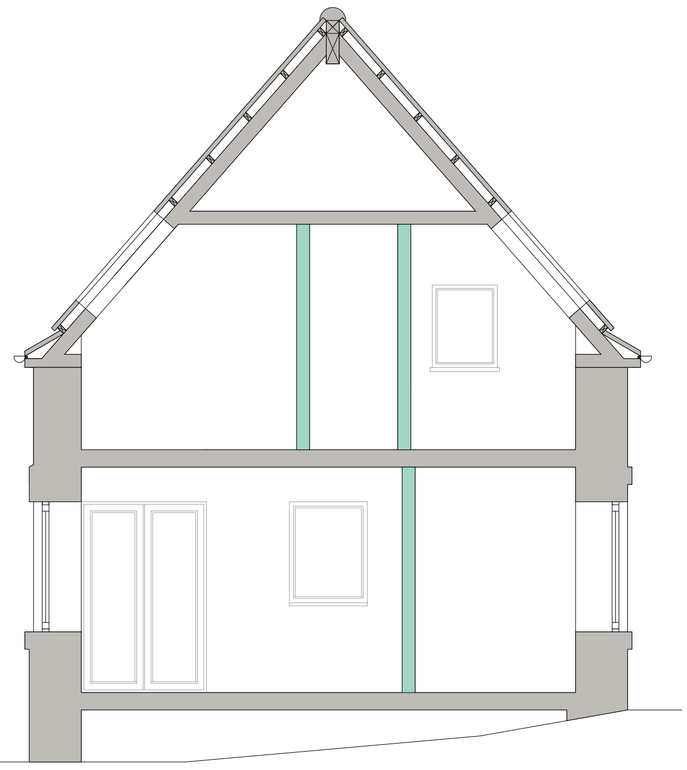

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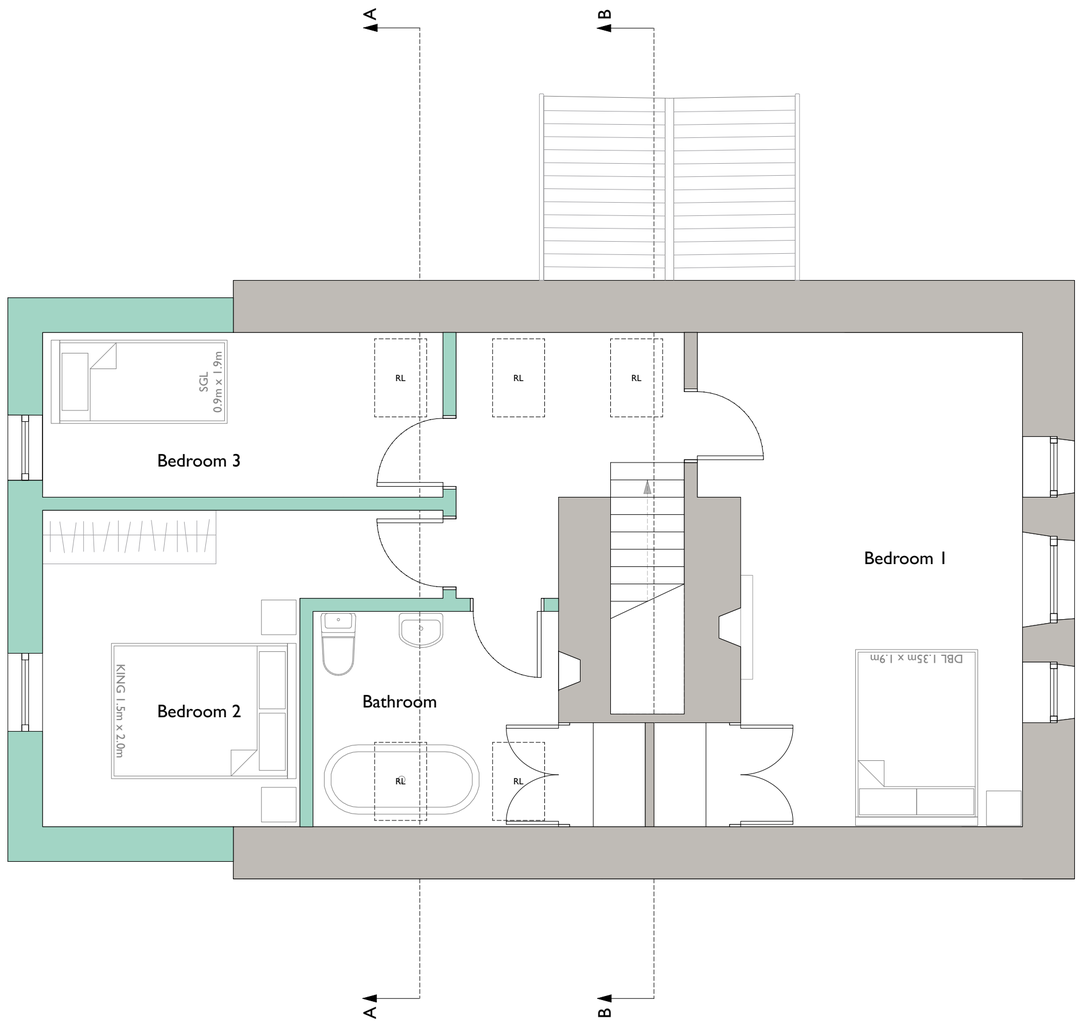

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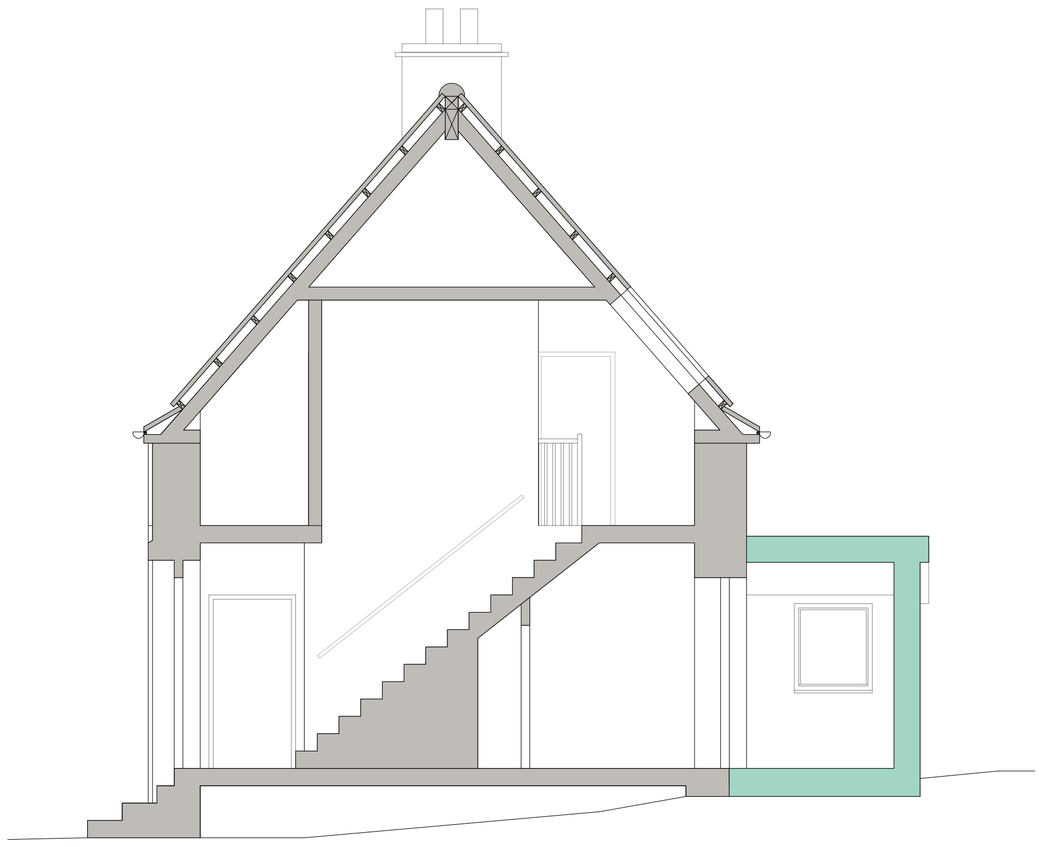

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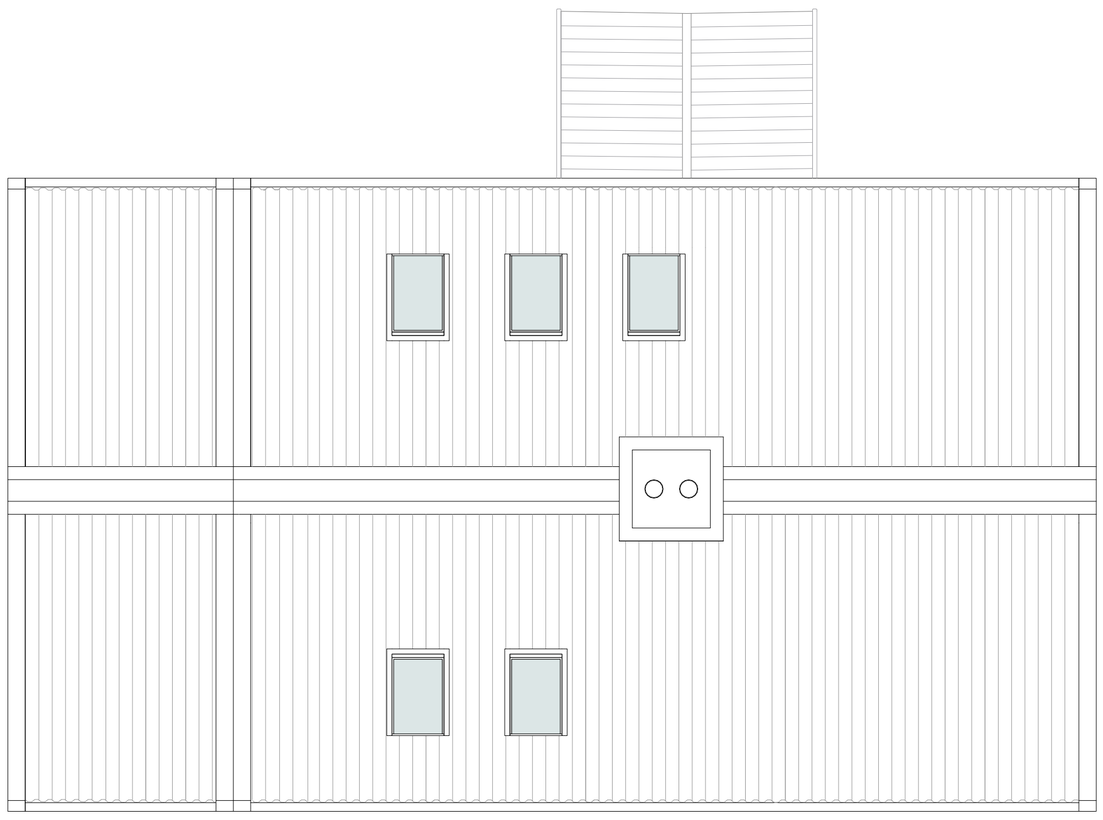

3 PROPOSED ROOF PLAN
Scale: 1:50

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PRELIMINARY

RIBA WORK STAGE 1

CLIENT
Colonsay Community Development Company

JOB
Old Baptist Manse

JOB NO.
23004

DRAWING
Proposed Floorplans

DRG NO.	SCALE
200	1:50 @ A1

DRAWN	APPROVED	DATE
AN	SW	01/01/18

SCALE BAR
1:5 0 100 mm 250
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REV	DESCRIPTION	DATE	APPROVED

1 EXISTING EAST ELEVATION
Scale: 1:50

2 EXISTING SOUTH ELEVATION
Scale: 1:50

3 EXISTING WEST ELEVATION
Scale: 1:50

4 EXISTING NORTH ELEVATION
Scale: 1:50

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PRELIMINARY

RIBA WORK STAGE 1

CLIENT
Colonsay Community Development Company

SCALE BAR
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All dimensions must be checked on site and not be scaled from this drawing

JOB
Old Baptist Manse

JOB NO.
23004

DRAWING
Proposed Elevations

DRG NO.	SCALE
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DRAWN	APPROVED	DATE
EP	SW	20/02/2023

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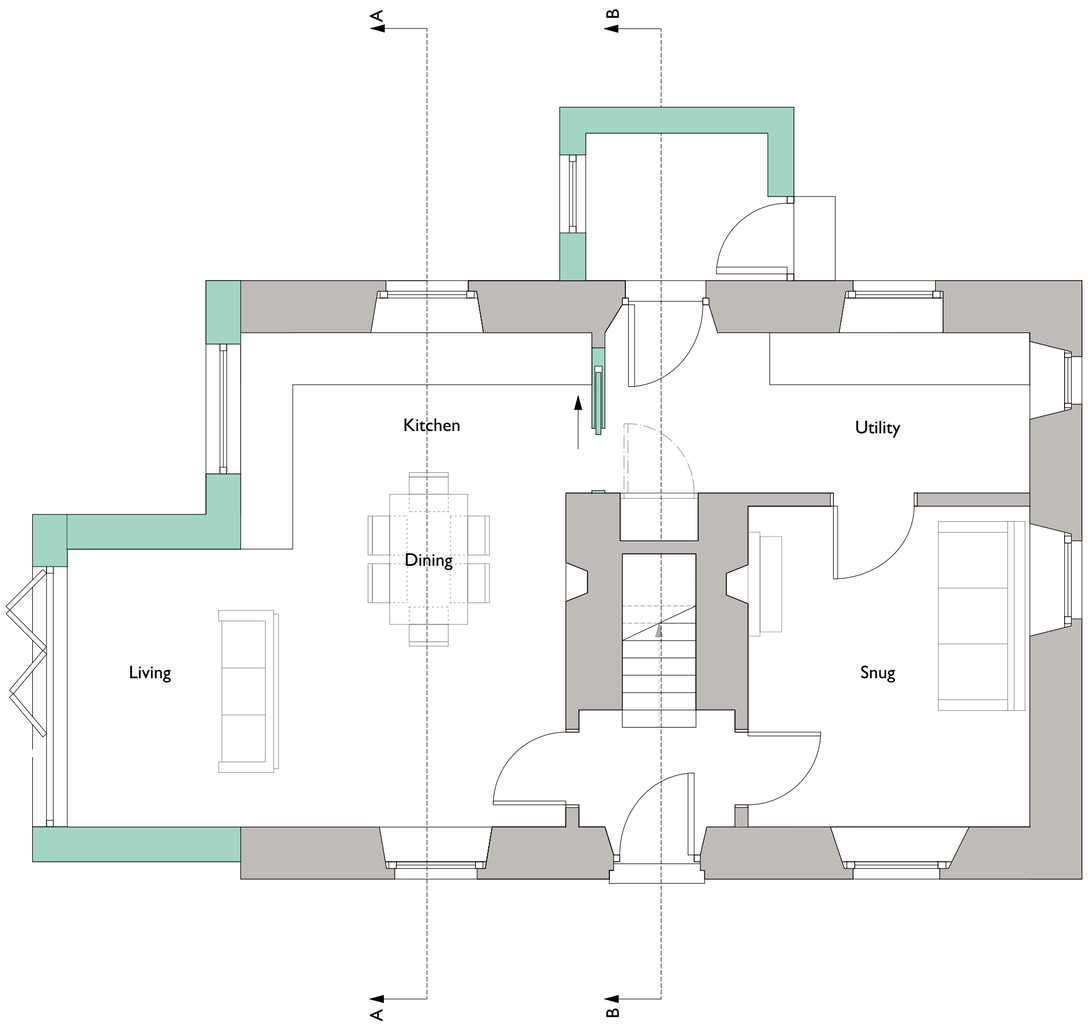

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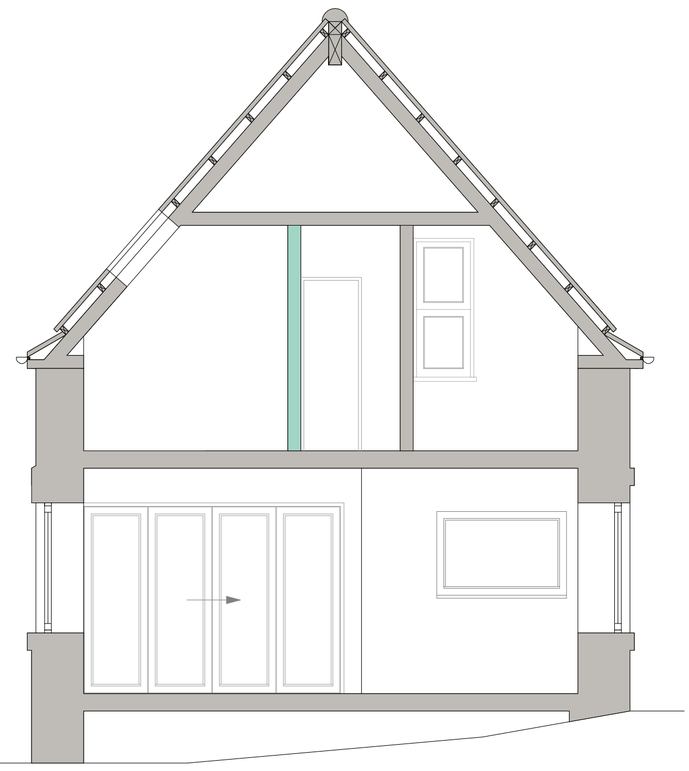

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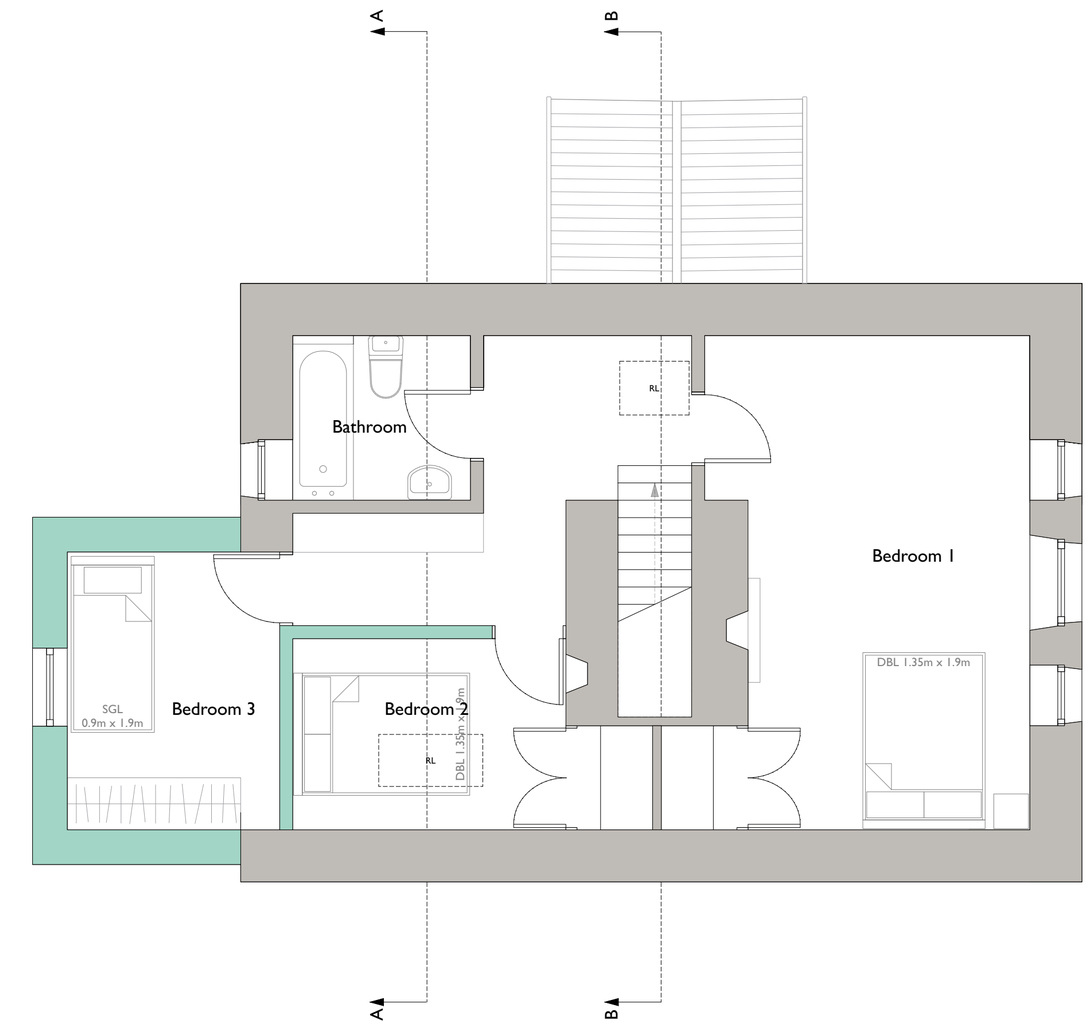

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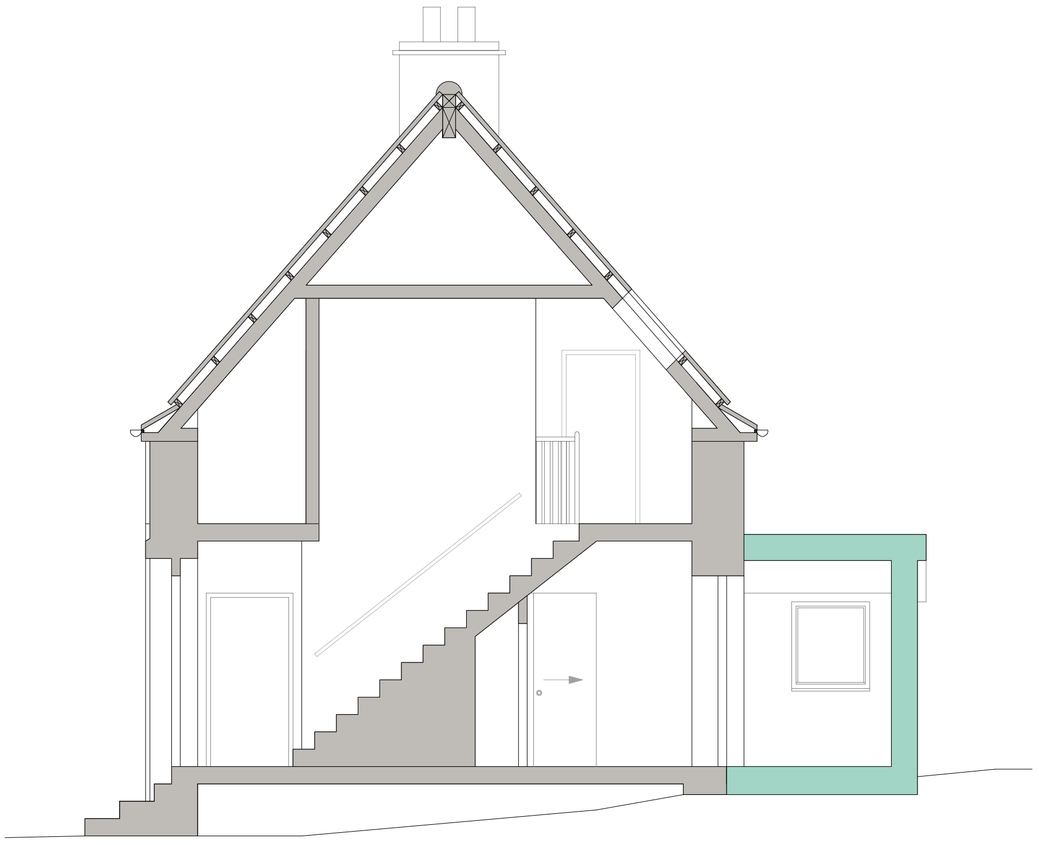

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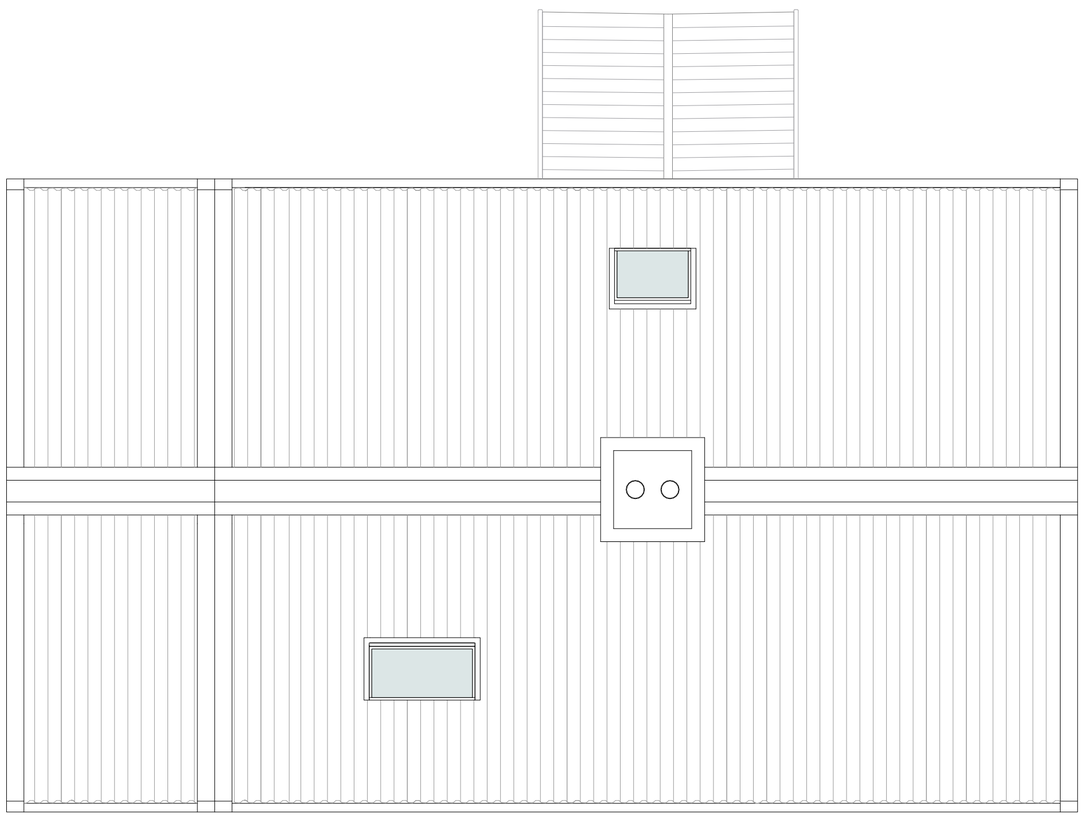

3 PROPOSED ROOF PLAN
Scale: 1:50

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PRELIMINARY

RIBA WORK STAGE 1

CLIENT
Colonsay Community Development Company

JOB
Old Baptist Manse

JOB NO.
23004

DRAWING
Proposed Floorplans 2

DRG NO.	SCALE	
202	1:50 @ A1	N

DRAWN	APPROVED	DATE
AN	SW	01/01/18

SCALE BAR
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REVISION HISTORY			
REV	DESCRIPTION	DATE	APPROVED

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Scale: 1:50

2 EXISTING SOUTH ELEVATION
Scale: 1:50

3 EXISTING WEST ELEVATION
Scale: 1:50

4 EXISTING NORTH ELEVATION
Scale: 1:50

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E: info@nativearchitects.com www.nativearchitects.com

PRELIMINARY

RIBA WORK STAGE 1

CLIENT
Colonsay Community Development Company

SCALE BAR
1:5 0 100 mm 250
1:50 1 m 2.5

All dimensions must be checked on site and not be scaled from this drawing

JOB
Old Baptist Manse

JOB NO.
23004

DRAWING
Proposed Elevations 2

DRG NO.	SCALE
203	1:50 @ A1

DRAWN	APPROVED	DATE
EP	SW	20/02/2023

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THE COLONSAY COMMUNITY

MACHAIR WIND

MoU between 1. Scottish Power Renewables and 2. Colonsay Community Council and Colonsay Community Development Company (The Colonsay Community)

Substantive clauses DRAFT

SPR plans to develop, construct, and operate an offshore wind farm in area W1 to achieve the following aspirations:

- Facilitate a competitive and prosperous offshore wind supply chain in Scotland which supports the longer-term sustainability of offshore wind projects
- Increase Scotland's homegrown green electricity supply, and security, to support a net zero future
- Create sustainable jobs in Scotland throughout the offshore wind supply chain
- Maximise social, environmental, and economic benefits from the project to communities in Argyll and Bute, including Colonsay
- Support the ambitions of the Colonsay and Oransay Community Plan
- Ensure that this project helps to realise localised benefits such as:
    - Collaboration on stakeholder and community liaison in relation to the project
    - A community benefits package which is aligned with the Colonsay and Oransay Community Plan and is developed to support the Colonsay Community in the delivery of their plan's ambitions.
    - Other opportunities to deliver on aspects of the vision within the wider ScottishPower Group, where there is expertise on zero emissions transportation infrastructure, low carbon heating and local clean energy opportunities

Colonsay Community

For the purposes of this MoU, The Colonsay Community comprises Colonsay Community Development Company (CCDC) and Colonsay Community Council (CCC).

CCC is the representative authority on Colonsay. Its key role is communication: gathering, monitoring, and responding to the views and wishes of the community, and representing those views to other bodies. As such it has a role in tracking the delivery of the Community Plan devised by the CCDC and will have a role in facilitating communications between SPR and the community.

CCDC is the community trust for Colonsay and Oransay and is recognised as the island's anchor organisation by local and national government. CCDC is currently on site with a first phase of a community-led housing development and new business units. It has introduced new visitor moorings and is working towards Colonsay's first tent camping site. CCDC is working with local and national authorities, agencies, and charities; and is supported by industry partner MOWI, to deliver these projects.

On behalf of the Colonsay Community, CCDC has prepared a new Community Plan, which sets out the issues facing the community and the ambition to achieve a sustainable community on Colonsay and Oransay. This is the overriding issue, but the plan covers all aspects of the community trust's objectives, including education and training; employment; housing; and the environment. The Community Plan includes potential projects covering; a local place plan; community-owned housing; other community assets (such as a shop, business space, budget accommodation and a community hub); business support; local produce; community asset management capacity; a local energy audit as a first step towards net zero Colonsay; a crofting strategy; and countryside ranger service for Colonsay.

Internal Use

COLONSAY COMMUNITY DEVELOPMENT COMPANY

Biodiversity

Report to CCDC Board – 11th May 2023

Background

CCDC includes in its objects the protection and preservation of the natural environment of Colonsay and Oransay for the benefit of the general public, consistent with the main purpose of furthering the achievement of sustainable development.

We have been approached by Fiona Griffiths (FG) and her friend Jen Wilcox (JW) with a proposal to increase awareness of biodiversity and greater recording of wildlife in Colonsay and in the surrounding waters.

Dannie (DO) met with Jen Wilcox and Fiona and John Griffiths and received a great deal of information and enthusiasm. There are several organisations and websites devoted to the recording, understanding and protection of marine wildlife, including www.uk.iNaturalist.org

JW seeks to establish a community-led citizen science project aiming to highlight and map the diversity of flora and fauna around Colonsay and Oransay, and monitor the long-term patterns of environmental change here. She proposes to call out to residents and visitors to download the iNaturalist app and upload photographs in situ of what they find. To make the sighting/ entry of research grade, others on iNaturalist will validate your entry and the project would be monitored by Mike Rutherford. Digital cameras and smartphones will automatically store the location and date of any entry and upload with the image. These will be available on the app unless the species is critically endangered.

Proposal

FG and JW have started making contact with islanders who might have a particular interest in this idea and who are already noting and recording wildlife. They will take forward this proposal and seek the support of CCDC in advertising and supporting it. At the meeting, DO agreed to take this to the board and seek support initially for adding the proposal to the community website. If the board agrees DO will go back to FG and JW to agree in more detail what they will do and how that relates to the work of CCDC.

Recommendation

It is recommended that the board:

1. Notes and supports the ambitions of this project.
2. Approves the inclusion of the project on the Colonsay.org webite.

Dannie Onn
May 2023

COLONSAY COMMUNITY DEVELOPMENT COMPANY

Scalasaig Playpark

Report to CCDC Board – 11th May 2023

Background

The Playpark committee ran a successful fund-raiser at Easter this year, and have susequently been offered a generous extra donation by a second home-owner. The donor is keen to make the payment through a gifting organisation called Stewardship. The funds will be used for general repairs and maintenance of the park.

Stewardship is only able to make payments to registered charities with established bank accounts but the Playpark committee is only informally structured and cannot meet either of these conditions. They have asked if CCDC will receive the donation, and then "pass-through" the funding as a grant.

Both Stewardship and Simmers and Co (CCDC Accountants) have been consulted and both are satisfied with the proposal, on condition that the funding is consistent with CCDC broad objectives – which it is.

This has raised the question of clarifying ownership and management of the park. It is suggested that the park should be included in CCDC assets, but that operation should be managed by the existing Playpark committee. This would will formalise the current arrangement, if necessary.

Proposal

1. It is proposed that CCDC should accept the offer of a donation for upkeep of the Playpark, and "pass through" this sum to the Playpark committee as a grant wholly for that purpose.
2. CCDC will provide banking facilities for the Playpark committee if required, and specifically in cases like this where donations require contributions to be made to a registered charity.
3. As a separate exercise, ownership of the Playpark is reviewed, and roles and responsibilities are agreed so that the park is formally confirmed as a CCDC community asset. The current arrangements would continue with day-to-day management and operation devolved to the Playpark Committee
4. The same approach could be considered for the Community Garden.

Recommendation

It is recommeded that CCDC

1. Accepts a charitable donation on behalf of the Playpark Committee via the Stewardship platform
2. Passes that donation (and any gift aid that can be recovered) to the Playpark Committee in full for the sole purpose of investing in repairs, maintenance and ongoing management of the park.
3. Consults with the Playpark Committee and the Community Garden Group about ownership, roles and responsibilities and brings further proposals to a future meeting, to formalise the arrangements.

Dannie Onn – Director / Chair
Callum Hay – Director / Treasurer
May 203