



## MINUTES OF IOCCDT MEETING HELD ON 14.12.2022 AT 4PM IN THE INVERTER SHED

PRESENT: GERRY MACKINNON (GMK) (CHAIR), WINNIE MACKINNON (WMK), CAROLINE MARTIN (CM), AILEEN COLQUHOUN (AC), ISEBAIL MACKINNON (IMK), GARETH COLE (GC), JANE BASER (JB) MARGARET WILLINGTON (MW) (MINUTES)

Agenda Item	Minute	Action Point & By Whom
1.Introductions & apologies	Apologies: Pete Holden (PH), Indi Carnie (IC), Andrew Prendergast (AP), Fiona Hutton (FH)	
2.Minutes of previous meeting	Approved	
3.Conflict of Interest	None	
4.Matters arising/Action points	Moorings - GC to take on moorings annual checks	GMK to send details to GC
5.Finance	PH away	MW to email PH for an update and MW to circulate
6.Development Manager	MW gave a quick update from the CP minutes on projects in AP's absence.	



	<p><b>Housing</b> - Preliminary meeting with <b>Catoe &amp; Brown (C&amp;B)</b>, <b>Communities Housing Trust (CHT)</b> and <b>IoCCDT Housing sub-group</b> happened on 23.11.2022. <b>C&amp;B</b> not yet appointed. <b>CHT</b> waiting for funding confirmation from <b>Scot Govt</b> and <b>Highland Council (HC)</b>. This is imminent. <b>C&amp;B</b> have been given the design guide to start thinking about proposals.</p>	
	<p><b>House Plots</b> - <b>NTS</b> have confirmed the revised title plans are fine, so <b>MacPhees</b> will request the plans reports (£342.00 cost) and get the draft offer to purchase out to <b>Anderson Strathearn</b> before Christmas.</p>	
	<p><b>Coroghan Barn</b> - two funding applications (<b>Crown Estates Scotland</b> and <b>HC Community Regeneration Fund</b>) submitted for project development budget. Budget is £100,000 for next stage. <b>HC Coastal Communities Fund</b> confirmed £15,000 remains available to us.</p>	
	<p><b>Coroghan Barn</b> - <b>AP</b> has sent a letter to <b>CW</b> to confirm <b>NTS</b> contribution (£30,000) to PD budget.</p>	
	<p><b>Coroghan Barn</b> - Plan is to go out to tender (OTT) in the new year. Potentially ready to start PD in March 2023.</p>	
	<p><b>Visitor Hub</b> - The Building Warrant has been submitted. Plan to go OTT before Christmas - 5 building firms are interested in submitting tenders with prices coming back in February.</p>	
	<p><b>Visitor Hub</b> - Lease queries -  <b>Snagging:</b> <b>NTS</b> have confirmed that snagging will be part of the building delivery.  <b>Seasonality:</b> Opening times in Heads of Terms.  Lease to be signed once seasonality checked.</p>	
	<p><b>Rhu Church</b> - <b>Church of Scotland</b> had a query on the Heads of Terms. <b>C of S</b> are going to discuss at committee. Community acquisition is imminent and funding for a feasibility study will begin soon.</p>	
	<p><b>Decarbonisation</b> - <b>Locogen</b> due to report this month. Issue with the turbines identified so report has been parked until turbine issue rectified.</p>	

<b>7. IoCCDT Development Plan</b>	<p>The <b>IoCCDT Development Plan</b> needs updating by March 2023. <b>IMK</b> has spoken to <b>AP</b> and he has sent some notes. Process for updating - If <b>IoCCDT</b> starts by asking what kind of island we want to have in 20 years time, then break it down from there including what do <b>IoCCDT</b> want for residents and for visitors? Asking questions like: What does Canna mean to you? and, How are <b>IoCCDT</b> making informed decisions? will help gather important information to give to funders.</p> <p>The <b>NTS</b> are updating the <b>V&amp;M</b> so it is important that these two documents align with one another.</p>	<b>IMK</b> to send out <b>AP's</b> ideas to <b>ALL Directors</b> .
	<b>IoCCDT</b> has achieved a lot from the last development plan already. It was suggested that <b>IoCCDT</b> organise a specific meeting however everyone should start thinking about it now. <b>AP</b> and <b>Ailsa Raeburn (AR)</b> could come and do some work with <b>Directors</b> .	<b>MW</b> to organise meeting
<b>8. NTS Vision &amp; Masterplan</b>	<b>IoCCDT</b> should be working in partnership with the <b>NTS</b> on this document especially if <b>NTS</b> are using this as a working document for the future of Canna. <b>NTS</b> have highlighted specific areas to focus on including natural heritage and visitor economy. The <b>V&amp;M</b> should be a shared document, and shared process, between <b>NTS</b> and <b>IoCCDT</b> with community input.	<b>ALL Directors</b> to start writing ideas down. <b>MW</b> to collate ideas.
	<p><b>NTS</b> Process for updating the <b>V&amp;M</b> is as follows:</p> <ul style="list-style-type: none"> <li>• In the New Year, <b>Berwyn Murray, Clea Warner, Sheona Leonard</b> and <b>Paula Whitelaw</b> will have an initial, internal <b>NTS</b> meeting to discuss and see what needs updating.</li> <li>• It will then be sent to Specialists within the <b>NTS</b> to further comment and update.</li> <li>• A draft will then be sent to the community in March 2023 for collective approval.</li> </ul> <p>The <b>IoCCDT</b> will conduct their own review of the <b>V&amp;M</b> concurrently so that when the draft comes from <b>NTS</b>, the feedback from the community will be up to date and ready to be added to the <b>V&amp;M</b>. A more detailed timeline has been requested.</p> <ul style="list-style-type: none"> <li>• Once the <b>V&amp;M</b> has been updated and finalised, it will be sent to <b>NTS Board</b> in April 2023.</li> </ul>	<b>CP reps</b> to take to next <b>CP</b> to get the process more clearly defined.



<b>9. Canna Partnership update - 14th meeting</b>	See <b>GC</b> and <b>PH's</b> meeting notes. <b>CW</b> was absent from the <b>CP</b> for a second time. <b>MW</b> now has meeting dates for next year.	<b>MW</b> to look at meeting dates and reorganise if necessary.
	The <b>Ranger</b> and <b>Gardener</b> roles have now closed with 10 applications for the <b>Ranger</b> and 2 for the <b>Gardener</b> . It was suggested that, if necessary, the jobs could be re-advertised as it would be better to wait and get the right person for the job. There was also a suggestion that the job adverts could be shared more widely to include specific job sites as well the potential for offering the jobs to refugees as they have done in Rothesay.	
	<b>Coroghan Barn</b> - heras fencing has been done by a fencer. <b>SL</b> has prompted <b>SMK</b> about the shoring up proposal but nothing expected until the new year. The <b>Values Framework</b> meeting was held on 07.12.2022. <b>IMK</b> has written a follow up email with discussion and action points to be sent to <b>CW, SL</b> and <b>Berwyn Murray (BM)</b> .	<b>IMK</b> to send email.
	<b>Change House Barn</b> - It is important that the community have input into ideas for the barn before the process gets too far down the line. <b>SL</b> welcomed input for Options Appraisals. This should also feed into the <b>IoCCDT Development Plan</b> .	<b>ALL</b> to send <b>SL</b> ideas for <b>Change House Barn</b> by mid-January deadline.
	<b>Canna Partnership</b> - At the moment, the <b>CP</b> is dealing with lots of operational issues when it should be dealing with the larger, strategic planning for the island. There was a discussion on how best to improve the reporting of operational issues. A suggestion of an operational spreadsheet like the reactive maintenance sheet could be used, an email or a written report which includes a system of urgency.	<b>ALL</b> to think of ideas and send to <b>IMK</b> . <b>CP reps</b> to then take to Jan <b>CP</b> .
<b>10. Projects update</b>		
<b>a. Visitor Hub</b>	The Tender is now live for the <b>Visitor Hub</b> . <b>Steve Wade</b> is now working on the PV's for the VH roof. There may be funding from <b>CARES</b> for the PV's.	<b>IMK</b> to keep working on budgets



	There was a Visitor Hub sub group operational management meeting to discuss the budget and plan. <b>IMK</b> has set up spreadsheets for the budget and operational budget.	
<b>b.Dark Skies</b>	<b>FH</b> is now off island so someone else will need to take this on - new <b>Ranger</b> suggested.	
<b>c.Housing</b>	As above.	
<b>d.Coroghan Barn</b>	As above.	
<b>e.HUG Development Group</b>	The first official meeting was held on 07.12.2022 The survey results were discussed and there was a good discussion on the slipway and the potential pontoon. <b>Ron Bailey's</b> input was welcome and useful to the meeting. Various funding streams were discussed.	
<b>f.Highland Council</b>	<b>School</b> - contractors have hired Spanish John and are coming out next week. <b>Wheelie bins</b> - 32 have been delivered to the island. These have been moved into cattle pens.	<b>MW</b> to email other Small Isles to see if they want any.
<b>g.Decarbonisation</b>	As above.	
<b>h.Canna 10K</b>	Date - <b>20th May 2023</b> - Tide at 1.30 0.85m low tide It would be good to get it advertised as soon as possible.	<b>MW</b> to email <b>Anna</b> to ask if she wants to be involved.
<b>11.Administrator update</b>	<b>MW</b> now carrying out property inspections while <b>DM</b> is absent. <b>Bio Security</b> - checking the boxes and entering data into survey app and putting together a kit list. <b>DTAS</b> quarterly report this month. <b>Snorkel Trail</b> - meeting in January with Norah Barnes.	

<b>12.NTS Staffing</b>	As above.	
<b>13.Hen Run Patch</b>	<p><b>IMK</b> took <b>SL</b> and showed her the area. Small polytunnel for <b>IMK</b> and sheds to be included in the plan. The community will lease the land from <b>NTS</b> to include land from the wall by the shop to the top wall at the edge of the woods.</p> <p>The tree surgeon will be back in the Spring and needs a definite plan to carry out work. The <b>NTS</b> tree specialist will come out to Canna to get a plan written.</p> <p><b>Canna Partnership</b> - Sharepoint - Any document to do with Canna should be in there.</p>	<p><b>JB</b> to map out and measure the area of land. <b>Community</b> to write a short description of what we want to do with the area.</p> <p><b>CP Reps</b> to take document list to Jan <b>CP</b>. <b>MW</b> to add to agenda.</p>
<b>14.Community Enterprises - CREEL, Shop, Moorings</b>	<p><b>CREEL</b> - problem with turbines - <b>Jamie Adam</b> is speaking to <b>Locogen</b>. <b>CWTS</b> - <b>IMK</b> trying to progress the maintenance team to come out to visit. <b>MW</b> is following up with <b>Jamie MacIntyre</b> to come and get the tanks disconnected and connected.</p> <p><b>Shop</b> - waiting for Horace Plunkett Award to be delivered. This can then be published on social media.</p> <p><b>Moorings</b> - as above.</p>	
<b>15.Communications update</b>	None	
<b>16.Island Accommodation</b>	<p><b>FH</b> has now leaving the island. <b>MW</b> to pick up <b>CREEL</b> billing.</p> <p><b>JB</b> has joined the <b>CREEL</b> maintenance team.</p> <p>If the power goes down then the internet also goes down. <b>Steve Wade</b> was unable to see the Sunny Portal data when the power was down. There was a discussion around <b>Hebnet</b> having its own back up system like BT has for the phone lines.</p>	
	Applications for <b>Old Burnside</b> - 2 proposals have been sent to <b>NTS</b> asset management.	



<b>17.AOB</b>	<b>Calmac</b> - meeting on Friday 16th Dec. Saturday sailing is still problematic. Looking at a combination of the 'Nevis and the Brushda however the Brushda will be taken away to serve Outer Hebrides if there is a breakdown.	
	<b>Change House Barn</b> - as above	
	<b>Trip to Eigg</b>	<b>MW</b> to finalise dates
	<b>Hebnet Fibre optic route</b> - parts will be dug into the ground or clipped above ground. There are various funders involved. All maps and cable routes should be in the shared drive.	
	Concern raised that the pay band for the job adverts is really low and this might put people off.  The seasonal Work Aways could do some community volunteering like data entry.	