

**Agenda for  
Bute Community Council**

<b>Date</b>	2022 November 16 <sup>th</sup> , Wednesday at 1900 in Bute Masonic Hall
<b>Agenda</b>	<ol style="list-style-type: none"><li>1. Attendance/Apologies</li><li>2. Declarations of Interest</li><li>3. Minutes of Previous Meeting</li><li>4. Police Report</li><li>5. Matters Arising<ol style="list-style-type: none"><li>a. Outstanding business matters from outgoing community council<ol style="list-style-type: none"><li>1. examination of accounts</li><li>2. registration with ICO</li><li>3. Castle railings</li><li>4. bells</li><li>5. venue for future meetings</li></ol></li></ol></li><li>6. A&amp;B Councillor Reports</li><li>7. Motions<ol style="list-style-type: none"><li>a. IT Provision for Community Councillors and Council business 2022</li><li>b. Bute Community Council Website 2022</li><li>c. Access to Ordnance Survey data 2022</li><li>d. Scottish Islands Federation 2022</li><li>e. Improvement of Island Internet 2022</li><li>f. Community Engagement Meeting</li></ol></li><li>8. Community Councillors' reports</li><li>9. Public Questions</li><li>10. AOCB</li><li>11. Date of Next Meeting</li></ol>

<b>Motion for Bute Community Council</b>	
<b>Date</b>	November 2022
<b>Title</b>	IT Provision for Community Councillors and Council business 2022
<b>Description</b>	<p>The council notes that currently, all councillors are using personal email accounts to handle Community Council business.</p> <ul style="list-style-type: none"> <li>• Ideally all councillors have their own council email address</li> <li>• Named positions have position@ addresses, i.e. treasurer@</li> <li>• Ideally addresses like contact@ deliver mail to all councillors, etc</li> </ul> <p>The council notes that there is an expectation for councillors to read, produce, and manage a range of document types.</p> <ul style="list-style-type: none"> <li>• This includes having the software necessary to read and produce these document types</li> <li>• This includes the safe storage of information, both from a privacy and security perspective, and from a hardware failure perspective</li> </ul> <p>The council notes that the last decade has seen the rise of collaboration tools, that allow for documents and data to be shared between individuals and worked on at the same time.</p> <p>The council notes that communication and conference tools play a part in communicating with the public, topic specialists, other councillors, and other groups and organisations. Providing councillors with a standard, shared tool base would be of benefit for experience and knowledge sharing.</p> <p>The council notes that Microsoft, via their Microsoft 365 (formerly Office 365 depending on timing) product, addresses all notes above, and depending on subscription level, offers additional tools that could be leveraged in community engagement activities.</p> <ul style="list-style-type: none"> <li>• Creating a Microsoft 365 organisation and subscriptions for councillors would provide a secure, shared space where councillors could <ul style="list-style-type: none"> <li>○ receive and send council email in the ways noted above</li> <li>○ create, share, and store documents securely on the provided cloud storage for each subscription account</li> <li>○ provide the software needed to create and read documents</li> <li>○ provide the shared communication both inside the community council and outside with MS Teams</li> </ul> </li> <li>• Without Discount or other offer, the above notes could be addressed by Microsoft 365 Business Basic subscriptions, at £4.50 excl. vat per user per month (at time of writing) (Microsoft) <ul style="list-style-type: none"> <li>○ Discounts from Microsoft may be available</li> <li>○ Free subscriptions may be available, depending on Microsoft's view on community councils (Microsoft)</li> <li>○ Discounts or Free subscriptions may be for higher subscription tiers, offering greater value</li> </ul> </li> </ul>
<b>Action</b>	<ul style="list-style-type: none"> <li>• To engage with the A&amp;BC Community Council Liaison Officer to determine if a discount or free service provision of Microsoft 365 can be made to Bute Community Council via Microsoft's outreach programs</li> <li>• To engage with Microsoft, if contact can be found, on what offers they can make a community council</li> <li>• On conclusion of the above</li> </ul>

	<ul style="list-style-type: none"> <li>○ Council to determine whether to adopt Microsoft 365 as IT services provider</li> <li>○ If council does not adopt Microsoft 365, to investigate other options to provide IT services to address the points as noted above</li> </ul>
<b>References</b>	<p><b>Microsoft.</b> Microsoft 365 Business Plans. <i>microsoft.com</i>. [Online] [Cited: 03 November 2022.] <a href="https://www.microsoft.com/en-gb/microsoft-365/business/compare-all-microsoft-365-business-products">https://www.microsoft.com/en-gb/microsoft-365/business/compare-all-microsoft-365-business-products</a>.</p> <p><b>—.</b> Microsoft Cloud for Nonprofits. <i>microsoft.com</i>. [Online] [Cited: 03 November 2022.] <a href="https://www.microsoft.com/en-gb/nonprofits/microsoft-cloud-for-nonprofit">https://www.microsoft.com/en-gb/nonprofits/microsoft-cloud-for-nonprofit</a>.</p>

<b>Motion for Bute Community Council</b>	
<b>Date</b>	November 2022
<b>Title</b>	Bute Community Council Website 2022
<b>Description</b>	<p>The council notes there is an existing Bute Community Council Website (Bute Community Council). This website is provided for free by Spanglefish.com.</p> <p>The council notes there had previously been a Bute Community Council Facebook page, but that at the time of the council changeover in Oct 2022, it had been shut down (ButeCC).</p> <p>The council notes that at their inaugural meeting in Oct 2022, verbal permission was given to Councillor William Nelson to take control of and update the council website.</p> <p>The council notes that having an online presence is an important tool in sharing information with the community, providing a way for the community to communicate with the council, and in providing other digital services the community may access or make use of.</p> <p>Councillor William Nelson has evaluated the website provided by Spanglefish.com. It has a very basic user access control system, and no content management system to speak of. The Councillor for ease of maintenance, content capacity, and user and content management will transition the council's web site to Wordpress.com.</p>
<b>Action</b>	<ul style="list-style-type: none"> <li>• Approve the use of and move to a free Wordpress.com powered website at the web address <b>butecommunitycouncil.wordpress.com</b></li> <li>• Assign responsibility of providing and managing the council's website to councillor William Nelson to discharge as appropriate</li> </ul>
<b>References</b>	<p><b>Bute Community Council.</b> [Online] <a href="http://www.community-council.org.uk/bute/">http://www.community-council.org.uk/bute/</a>.</p> <p><b>ButeCC.</b> <i>Facebook.com.</i> [Online] <a href="https://www.facebook.com/ButeCC/">https://www.facebook.com/ButeCC/</a>.</p>

<b>Motion for Bute Community Council</b>	
<b>Date</b>	November 2022
<b>Title</b>	Access to Ordnance Survey data 2022
<b>Description</b>	<p>The council notes the Ordnance Survey(OS) offers the Public Sector Geospatial Agreement to the public sector (Ordnance Survey). This is free access to public bodies, including community councils, to the full range of data products from the OS.</p> <p>The council notes that other bodies and organisations provide or offer geospatial information, notably local authorities in their assets registers and some planning applications.</p> <p>The council determines that joining the OS PSGA program and gaining access to the mapping and other data provided would enable the council to prepare detailed and accurate maps to inform discussion across a range of topics that may arise during the business of the council.</p> <p>Examples of usage may be:</p> <ul style="list-style-type: none"> <li>• Mapping the impact of a decision, outcome, or other event by post code references</li> <li>• Accurately displaying planning submission data for presentation to the community</li> <li>• Accurately mapping community proposals, areas of interest or concern, etc to present to the Local Authority or other bodies</li> <li>• Being able to reference up-to-date mapping information from a trusted source, and be able to use it without extra legal concerns</li> </ul> <p>Councillor William Nelson puts forward this motion as evidence to the community as to why the Community Council should enter a legal agreement with the Ordnance Survey.</p>
<b>Action</b>	<ul style="list-style-type: none"> <li>• To join the OS PSGA program</li> </ul>
<b>References</b>	<p><b>Ordnance Survey.</b> The Public Sector Geospatial Agreement. <i>ordnancesurvey.co.uk</i>. [Online] [Cited: 03 November 2022.] <a href="https://beta.ordnancesurvey.co.uk/customers/public-sector/public-sector-geospatial-agreement">https://beta.ordnancesurvey.co.uk/customers/public-sector/public-sector-geospatial-agreement</a>.</p>

<b>Motion for Bute Community Council</b>	
<b>Date</b>	November 2022
<b>Title</b>	Scottish Islands Federation 2022
<b>Description</b>	<p>The council notes that the Scottish Islands Federation(SIF) is an organisation that represents Scottish islands and other organisations in the Scottish Government Islands Team and the European Small Islands Federation (Scottish Islands Federation).</p> <p>The council notes that current members of SIF include Beachwatch Bute, Arran Community Council, University of the Highlands and Islands, and other nearby community councils and organisations (Scottish Islands Federation).</p> <p>The council notes one of the purposes of SIF is to provide a network of discussion and support to members on topics that affect islanders, and to provide information on these topics (Scottish Islands Federation).</p> <p>The council notes that there is a membership cost of £25 per year for a community council (Scottish Islands Federation).</p> <p>The council determines that there is benefit to the community to be a member of the SIF:</p> <ul style="list-style-type: none"> <li>• It would allow the community to have input into representations made by SIF to the Scottish Government and other groups</li> <li>• It would provide notification of and guidance on legislation and frameworks that affect Bute</li> <li>• It would facilitate communication with other active community councils and groups also considering the same topics</li> <li>• It would showcase projects and programs other members have and are pursuing in their communities, and demonstrate what may be possible on Bute</li> </ul>
<b>Action</b>	<ul style="list-style-type: none"> <li>• Join the Scottish Islands Federation for £25 per year</li> </ul>
<b>References</b>	<p><b>Scottish Islands Federation.</b> Application Form. <i>scottish-islands-federation.co.uk</i>. [Online] [Cited: 03 November 2022.] <a href="https://www.scottish-islands-federation.co.uk/application-form/">https://www.scottish-islands-federation.co.uk/application-form/</a>.</p> <p>—. Get Involved. <i>scottish-islands-federation.co.uk</i>. [Online] [Cited: 03 November 2022.] <a href="https://www.scottish-islands-federation.co.uk/get-involved/">https://www.scottish-islands-federation.co.uk/get-involved/</a>.</p> <p>—. Our Members. <i>scottish-islands-federation.co.uk</i>. [Online] [Cited: 03 November 2022.] <a href="https://www.scottish-islands-federation.co.uk/our-members-2/">https://www.scottish-islands-federation.co.uk/our-members-2/</a>.</p> <p>—. What we do. <i>scottish-islands-federation.co.uk</i>. [Online] [Cited: 03 November 2022.] <a href="https://www.scottish-islands-federation.co.uk/what-we-do/">https://www.scottish-islands-federation.co.uk/what-we-do/</a>.</p>

<b>Motion for Bute Community Council</b>	
<b>Date</b>	November 2022
<b>Title</b>	Improvement of Island Internet 2022
<b>Description</b>	<p>The council notes the national plan to phase out the copper/plain switched telephone network (PSTN) in this decade (Openreach).</p> <p>The council notes that the island is served by telecoms fibre via the BT Highlands and Islands Submarine Cable System, and that the previous major internet technology upgrade to Fibre to the Cabinet (FTTC) on the island did not cover the whole island (ISPReview, 2015).</p> <p>The council notes the continuing increase of the importance of digital connection in society, as evidenced by recent government legislation on the minimums of an internet connection and how available it should be to access (Ofcom, 2022).</p> <p>The council notes there are various funding pools that may be available to islanders, to improve their internet connection, including the Scottish Government R100 project and the UK Government Gigabit Broadband Voucher Scheme (Digital Scotland).</p> <p>The council, taking in the above, determines that a full Fibre to the Premise (FTTP) rollout for all properties on Bute is the best way to advance and future proof the island's access to fast and stable internet.</p> <p>The council will want to avoid if possible parts of the island getting left behind again should the upcoming FTTP rollout not reach them, get ahead of the upcoming PSTN shutdown, and address the failure of FTTC to reach all parts of the island at this time, and large parts that are reached not delivered good speed.</p> <p>The council notes it would be of benefit to engage with Argyll &amp; Bute Council and BT over the upcoming FTTP rollout on the island to determine the exact scope of the rollout, and if areas are currently not included, if there are ways to include them while BT's engineers are on island.</p> <p>The council notes that Bute BID has also expressed an interest in the rollout of improved internet on the island.</p>
<b>Action</b>	<ul style="list-style-type: none"> <li>• To send a joint letter with the Bute BID to the A&amp;BC and BT contacts for the new rollout of fibre technology on the island <ul style="list-style-type: none"> <li>○ Expressing our groups interest in the planning of the internet rollout</li> <li>○ Asking for details on the current rollout plans</li> <li>○ Asking to be a part of any input for decisions on scope of rollout on the island, should there still be decisions to be made</li> </ul> </li> <li>• To determine on response to the above, if and how it would be needed to proceed to meet the aim of a full FTTP rollout on Bute.</li> </ul>
<b>References</b>	<p><b>Digital Scotland.</b> Scottish Broadband Voucher Scheme. <i>scotlandsuperfast.com</i>. [Online] [Cited: 03 November 2022.] <a href="https://www.scotlandsuperfast.com/the-r100-programme/scottish-broadband-voucher-scheme/">https://www.scotlandsuperfast.com/the-r100-programme/scottish-broadband-voucher-scheme/</a>.</p> <p><b>ISPReview. 2015.</b> BT's "Fibre Broadband" Finally Arrives in Rothesay on the Isle of Bute. <i>ISPReview.co.uk</i>. [Online] 23 July 2015. [Cited: 03 November 2022.]</p>

<https://www.ispreview.co.uk/index.php/2015/07/bts-fibre-broadband-finally-arrives-in-rothesay-on-the-isle-of-bute.html>.

**Ofcom. 2022.** Your right to request a decent broadband service: What you need to know. *Ofcom.org.uk*. [Online] 07 April 2022. [Cited: 03 November 2022.]

<https://www.ofcom.org.uk/phones-telecoms-and-internet/advice-for-consumers/broadband-what-you-need-to-know>.

**Openreach.** Retiring our copper network. *Openreach.com*. [Online] [Cited: 03 November 2022.] <https://www.openreach.com/fibre-broadband/retiring-the-copper-network>.



## Proposal for a community wide public meeting

The Bute Community Council (BCC) undertakes to convene a Bute community wide public meeting in the spring of 2023 (a date to be finalised for February or March). The purpose of the meeting is

- to evaluate what progress has been made since a previous community meeting convened by a previous BCC in February 2015 to discuss how to reverse the depopulation of Bute.
- to discuss what further initiatives the community believes need to be taken to make Bute a better place to live, work and visit.

The BCC will form a small working group to organise the community wide public meeting and will invite the three elected local Argyll & Bute councillors and up to three members of the local community to contribute to the planning and conduct of the community wide public meeting.

Proposer Jim Osborne