

# **STONEHAVEN AND DISTRICT COMMUNITY COUNCIL**

## **Minutes of the 350<sup>th</sup> Business meeting held at 7.30 p.m. on Tuesday 9<sup>th</sup> March 2010 in the Cowie Lounge of the Invercarron Resource centre**

<b>No.</b>	<b>Notes.</b>	<b>Action</b>
1.	<p><b>Welcome and apologies and declaration of interest</b></p> <p><b>Present:</b> David Fleming (Chairman), Ian Balgowan, Ian Hunter, Michael Innes, Robert Michie, James Cleves, Allan Sutherland, Lenny Lawrence, Billy McKenzie, David Wood, Raymond Christie, Gemma Pugh, Andrew Deans, Jenni Keenan.</p> <p><b>Kincardine and Mearns councillors:</b> Cllrs. Wendy Agnew, Peter Bellarby, Graeme Clark, Mike Sullivan.</p> <p><b>In Attendance:</b> some 20 members of the public</p> <p><b>Apologies:</b> Alistair Lawrie</p> <p><b>Declarations of interest:</b> None</p> <p>The Chairman particularly welcomed Gemma Pugh and Andrew Dean to their first meeting as Youth representatives. He hoped they would feel able to take a full part in the activities of the Council.</p> <p><i>Note: These minutes are produced in the order of the published agenda, but the actual sequence of the meeting was altered to match the attendance of various people.</i></p>	
2.	<p><b>Minutes of the previous meeting (9<sup>th</sup> February 2010)</b></p> <p>The approval of the minutes was proposed by Raymond Christie, seconded by Allan Sutherland and carried unanimously.</p> <p><b>Matters Arising</b></p> <p>Cllr. Bellarby reported back again following the debate on closures of libraries and leisure centres during bad weather. He said that decisions had been taken locally, and were influenced by the ability of staff to get into and back home from work.</p>	
3.	<p><b>Police matters</b></p> <p>The Chairman gave an update on the proceedings with the travellers encamped near Baird Park. He said that there were two agencies involved. The Police could only intervene if there were criminal offences, and they have a policy of non-harassment. Aberdeenshire Council could take action if they were on Aberdeenshire Council ground or if there were public health issues. Otherwise, the Aberdeenshire Council policy was to allow them to camp for up to six weeks. Currently they had been at Baird Park for about 5 weeks.</p> <p>There was some doubt as to who owned the ground of the road at Baird Park, and this was being explored.</p>	

## **Public Issues**

### **4. Update re Sam Dickinson**

The Chairman welcomed the return of Jenni Keenan to her last meeting as Youth Representative, and applauded her decision to stand in the forthcoming elections as a full member.

Jenni gave an update on Sam's progress. Then, assisted by Andrew Deans, she explained the fund-raising campaign for Spinal Research that was being organised by Sam's friends. She outlined some of the events that were happening or are planned. She asked for the support of the Council. A number of members spoke in support, and the proposal by James Cleves, seconded by Bob Michie, that the Council donate £1,000 from the Bequest Fund to their campaign, was agreed unanimously.

### **5. Severe Flooding in Stonehaven on 1<sup>st</sup> November**

#### **5.1 Reports received**

The Chairman apologised that the Report 2 was not attached to the agenda as stated. He would circulate it after the meeting.

#### **5.2 Reports due**

No word has been received about the progress on the other reports.

#### **5.3 Flood Support Group update**

The Chairman reported on the meetings of the Flood Support Group.

He said one issue was that certain insurance companies were demanding higher premiums for anyone in the AB39 area because of the "increased flood risk". In fact, because of the work of the Aberdeenshire Council and others, the risks were now lower, and in any case, November 1<sup>st</sup> had been calculated by SEPA as less frequent than a 1 in 200 year event. The Chairman had drafted a "letter of comfort" which would be available from Aberdeenshire Council to anyone in support of arguments to retain existing premium levels.

**Aberdeenshire  
Council**

### **6. Bervie Braes**

#### **6.1 Process of Evacuation**

The meeting agreed with the Chairman that the process of evacuation organised by Aberdeenshire Council on Thursday 25<sup>th</sup> February had gone extremely smoothly, even if it was distressing for those involved. There were again some comments on the lack of telephone response at the numbers issued.

At the meeting of residents on the previous Tuesday, the Emergency Plan had been circulated, but the actual evacuation had overtaken any discussion of its content.

#### **Meeting with John Swinney, Cabinet Secretary**

#### **6.2** The Chairman reported on the very positive meeting that had been held on Saturday 27<sup>th</sup> February. John Swinney had spent a lot of time looking at the Braes from a number of viewpoints, and asking questions. In the meeting, he had made it clear that he expected an early decision, and if it was positive, early and quick action to implement the proposed £5.7 million scheme, which had full support from all involved.

In reply to a member of the public, the Chairman stated that the Transport Scotland

engineer involved was an employee, and not a Jacobs contractor. Therefore, there was little possibility of a Jacobs contractor reviewing a Jacobs proposal. In any case, the review requested by John Swinney was not a re-working, but just an audit.

In reply to Cllr. Agnew, the Chairman stated that the meeting had been called by John Swinney, specifically to meet with a few members of the Community Council and with the engineers involved (from Aberdeenshire Council and Transport Scotland). Later on, his office had agreed that MSPs and Sir Robert Smith MP could attend, but no other people had been invited, although several did turn up.

It was suggested that, given the Braes walks were now closed, revised signposting was required to direct tourists and others to/from Dunnottar Castle.

**Secretary**

## **7. Beach Toilets**

Michael Innes asked the Chairman to report on the work done by him and the Chairman. Current Aberdeenshire Council policy is to support only one staffed public toilet facility per town. Unless a solution is found, the Council may not be able to open the Beach Toilets again.

As a result of a number of discussions, both with townspeople and Aberdeenshire Council, a proposal which might allow the Beach Toilets to be re-opened for the forthcoming summer season had been constructed, and would be put to Aberdeenshire Council for their consideration.

Allan Sutherland asked about encouraging donations. Whilst this was sensible, the evidence from elsewhere was that this did not cover the costs.

The Council approved the draft paper.

**Michael  
Innes/  
David  
Fleming**

## **8. Caravan Park**

Allan Sutherland reported on the progress of opening the Caravan Park. He regretted that the people appointed as Wardens last year had not been re-employed, as they had greatly improved the outlook of the facility. He hoped that the new wardens would continue to implement the strong desire that the park be a holiday caravan site, and that itinerant workers should not be permitted. He said he was concerned that the travellers currently camped in the Baird Park area were gathering to attempt to get on to the Caravan Park when it opened.

## **9 Planning applications**

### **9.1 Invercowie House area (APP/2009/3841)**

The Planning Committee recommended that an objection is lodged against this application because:

- It is retrospective,
- It breaks previous conditions put on the original permission
- The effect on the trees (which have already been marked to be retained)
- It is in the curtilage of a listed building, and a conservation area

The Council concurred and authorised the Planning Committee to write accordingly

**Planning  
Secretary/  
Chairman**

## 10 **Draft Local Plan**

The Chairman asked the Shire Councillors to give a report back on the discussions at the Area Committee earlier in the day.

They approved of:

- the major development at Elsick
- existing, undeveloped, Employment Area at East Newtonleys
- the proposal for 110 houses on the higher ground at Carron Den
- the 230 houses associated with the Ury House development
- a mid-sized (i.e. 2,500 sq m.) supermarket at the Spurryhillock site
- the School Road site for a home for the Elderly and sheltered housing
- some 30 houses/flats from the redevelopment of Keith Lodge.
- some 50 houses behind Broomfield Cottage at Kirktown of Fetteresso

They did not approve of:

- Any development around the golf course
- Any further development in the Braehead/east Newtonleys area
- Any development in the Toucks area (i.e. to the west of the A90)

There was general approval for all these decisions, and that, overall, the number of houses planned for Stonehaven in the next 15 years should remain at about 430. There was some discussion about the value of a larger supermarket, and how much it might affect trade in the town centre.

Allan Sutherland reminded the Community Council that the debate was not finished, and a number of stages had still to take place. It was important to have robust reasoning for both the approvals and the rejections. The developers were likely to resist these decisions.

There were continuing concerns about the capacity of Mackie Academy, and the lack of clear and agreed predictions about school population.

The Chairman reported that thought had been given to including surgery facilities on the School Road site, but it had been concluded that it was not practical.

Varying views as to the future of the Ury Estate were expressed.

Cllr. Bellarby agreed to raise the proposed replacement of Dunnottar School (at Braehead) in the following morning's resumed meeting.

**Cllr  
Bellarby**

There was some debate about the level of affordable housing that was involved in all the proposals.

## 11. **Kincardine & Mearns Area Committee Mapping Exercise**

This was postponed until next month.

## **Business Matters**

### 12. **Nominations for Election**

The Chairman reminded everyone that nomination forms had to be submitted to the

Returning Officer by 5 p.m. on Friday 19<sup>th</sup> March.

**13. Council Policy and the Law**

Allan Sutherland proposed that he draw up a list of those areas where there was public concern that there was a difference between public expectation, Aberdeenshire Council policy, and the law.

It was agreed he should table such an analysis at the next meeting. Suggested topics included

- Dog fouling
- Littering
- Abuse of alcohol
- Travellers

**Allan  
Sutherland**

**14. “Meet the Aberdeenshire Council Leader” event, Portlethen.**

No one was able to attend.

**15. Community Council Forum**

This had been postponed because of the Bervie Braes Emergency, and no revised date was yet available.

**16. Aberdeenshire Council's Draft Revised Open Space Strategy**

This item was postponed until next month.

**17. Consultation on 2<sup>nd</sup> Draft of Local Community Plan**

This letter, written after the last meeting and a meeting involving Ian Hunter, Billy MacKenzie and David Fleming, was approved.

**18 Future Dates**

These were noted.

In addition, there was to be a Dialogue Youth event in the Town Hall on Thursday March 25<sup>th</sup>, from 1 pm to 4 pm. The Youth representatives said that they already knew about it.

**14. A. O. C. B.**

**Autism Bill**

James Cleves asked for support for the Bill. He was asked to e-mail members with the link to the details, so they could make their views known.

**James  
Cleves**

**Sandbags**

The continuing presence of sandbags on the town's streets was commented on. It is understood that Aberdeenshire Council staff have already been asked to clear them

away.

The Chairman suggested that, by the middle/end of April all the renovations should be complete, and the Town should all get together to have a clean-up. Members supported this idea, and agreed to spread the word to try to get everyone involved. The Business Association and the Horizon Group should be approached.

### **Induction Day**

Assuming we have a number of new members after the Election, the Chairman suggested that an induction session should be held. He invited all members to attend. The date and time will be announced as soon as practicable.

### **15. Dates and times of next Business Meeting**

There will be an Officers' meeting at 7.00 pm on Tuesday 6<sup>th</sup> April 2010 in the Invercarron Resource Centre followed by a Planning Committee at 7.30 pm, and then the Agenda Meeting at 8.00 pm.

On Tuesday 13<sup>th</sup> April, the Business Meeting will be held at 7:15 pm. in the Cowie Lounge of the Invercarron Resource Centre.

**PLEASE NOTE THE REVISED START TIME**

# STONEHAVEN AND DISTRICT COMMUNITY COUNCIL

## AGENDA FOR BUSINESS MEETING TO BE HELD following on from the Annual General Meeting at 7:15p.m. on 9<sup>th</sup> March 2010 IN COWIE LOUNGE - INVERCARRON RESOURCE CENTRE

All S&DCC Members are asked to attend to consider the under noted items of business.

**Please note the earlier start time**

This Business Meeting will be preceded by the AGM, starting at 7:15 pm.

- |   |  |      |
|---|--|------|
| 1 | Welcome, apologies and declarations of interest                                  | 7:45 |
| 2 | Minutes of last meeting on February 9 <sup>th</sup> 2010 (previously circulated) | 7:47 |
|   | • Approval   |      |
| 3 | Police Matters   | 7:50 |

### Public Issues

- |   |   |      |
|---|---|------|
| 4 | Update re Sam Dickinson – Jenni Kennan  | 8:00 |
| 5 | Severe Flooding in Stonehaven on Sunday 1st November  | 8:10 |
|   | 5.1 Reports received  |      |
|   | • Report 2: Minute of multi-agency debrief 13th November 2009<br>(copy attached)                  |      |
|   | 5.2 Reports due:  |      |
|   | • Report 1: Response to 55 questions of Nov 10th  |      |
|   | • Report 3: Report by Stephen MacFarland  |      |
|   | • Report 4: Aberdeenshire Council Strategic debriefing<br>Follow-up to P&R Committee Thu Jan 14th |      |
|   | • Report 5: Analysis of the event, and actions to be taken  |      |
|   | 5.3 Report from the Flood Response Support Group  |      |

<b>Break</b>		<b>8.25</b>
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*As agreed in January, there will be a 10-15 minute break, during which coffee, tea and biscuits will be available for everyone, at a charge of 50p per person*

- |   |  |      |
|---|--|------|
| 6 | Bervie Braes - update                            | 8:40 |
|   | 6.1 Process of evacuation                        |      |
|   | 6.2 Meeting with John Swinney, Cabinet Secretary |      |
| 7 | Beach Toilets                                    | 8:55 |
| 8 | Caravan Park                                     | 9:00 |
| 9 | Planning applications                            | 9:05 |

*Members are asked to look up the relevant hyperlinks below to examine the applications before the meeting*

9.1 Invercowie House area

[http://www.aberdeenshire.gov.uk/planning/apps/detail.asp?ref\\_no=APP/2009/3841](http://www.aberdeenshire.gov.uk/planning/apps/detail.asp?ref_no=APP/2009/3841)

- 10 Draft Local Plan – update from first half of Area Committee 9:15  
<http://www.aberdeenshire.gov.uk/planning/ldp/proposed/KincardineSettlementStatementsPart2.pdf>  
 Pages 27-34
- 11 Kincardine & Mearns Area Mapping Exercise (two documents attached) 9:20
- Business Matters**
- 12 Nominations for Election 9:25
- 13 Council Policy and the Law 9:26
- 14 Report back from “An Invitation to Meet the Aberdeenshire Council Leader and Chief Executive 2009 – Shaping Aberdeenshire” –Monday 1 March 2010 9:28
- 15 Report back from Community Council Forum: Thursday 25 February. 9:29
- 16 Aberdeenshire Council's Draft Revised Open Space Strategy and accompanying Strategic Environmental Assessment 9:30
- 17 Response on Consultation on 2nd Draft of Local Community Plan (copy attached) 9:31
- 18 Future Dates 9:35
- Kincardine & Mearns Area Committee meeting re Draft Local Plan: 9<sup>th</sup> and 10<sup>th</sup> March (*Note: This meeting straddles this Community Council meeting*)
  - Pens & Palettes (Stoney Screivers) 16<sup>th</sup> March 7:00, Community Centre
  - Flood Resilience Exhibition Tue 16<sup>th</sup> March: 2 – 7 pm, MRI Bulding
  - MAP, in conjunction with CVS training are to host an introduction to Social Audit and Accounting on 14th April in Laurencekirk.
  - Give and Take Day organised by Aberdeen Forward: 27th March 2010 at Stonehaven Town Hall.
  - Mearns Moving Forward Community Conference 10 – 4 Saturday, 13th March 2010
- 19 A O C B 9:37
- 20 Dates and times of next Business Meeting. 9:40

*Note that the elections of Officers will be held at the start of the April Meeting*

- Note: There will be an Officers' Meeting at 7:00 pm on Tuesday 6<sup>th</sup> April 2010 in the Invercarron Resource Centre followed by a Planning Committee at 7:30 pm, and then the Agenda Meeting at 8:00 pm.
- The next Business Meeting will be held on Tuesday 13<sup>th</sup> March 2010 at 7:15 pm in the Cowie Lounge of the Invercarron Resource Centre

David Fleming – Chairman

# Draft Local Community Plan 2011 – 2014

## Consultation Response from Stonehaven & District Community Council

### 1. Positives

Before going in to the details of the areas where we would ask for changes and improvements, it is worth noting those areas where we welcome the current version.

1. We notice that a proper consultation period has been allowed on a document that is quite clearly still being worked on. We therefore feel very reassured that improvements will continue to be made.
2. We notice that some targets have clearly been written with the SMART (Specific, Measurable, Achievable, Realistic and Time-Bound) criteria have been used. It is in our view only by having all the targets quality checked against this criteria that the document will reach it most effective state.
3. We notice that the section E. Develop our Partnership is seems to have a better form of construction. However, this is helped by the observation that most of the target dates occur in the first year of the plan, i.e. before January 2011. One hope the drafting will now put the associated targets for up until the end of 2014 (or state no more work is to be done in that area).
4. We welcome the appendix with the list of acronyms. That makes the document easier to read, and will be very useful in future.

### 2. Comments on the whole document

#### Community involvement

1. Far too many of the targets have NO sign of community involvement at all. This can be detected by looking at the partners list. If it contains only paid official bodies, then prima facie, then further evidence is needed of how the community is going to be involved in the target's achievement.
2. Far too many targets, under the plural heading of "Partner" have only one partner. Unless the "Partners" is itself a Partnership, then one has to question what it is doing in an Local Community Plan. It is the target of one organisation, with or without consultation with their customers.

#### SMART criteria

3. Many of the targets do not come anywhere near to meeting this quality criteria. The use of the word "ongoing" under a Target Date cannot ever be construed as "Time-Bound". In a good number of the targets, there is a singular lack of either defined outputs or measures, let alone something that can be measured. As a direct consequence of these absences, assessing whether the target is achievable or realistic becomes impossible.
4. Whilst for some areas, making the targets fully SMART will require a consider leap of faith and imagination, and may even be impossible at this stage, for others, one has to question whether the Lead Partner has actually done any planning associated with the target.

## Strange Bodies

5. In a number of targets, mention is made of a number of bodies whose presence is a revelation. It is suggested that, if members of a Community Council have never heard of a body, then the chances are that either, it is inactive, or if it is, its publicity could be improved. For example, where can we contact Aberdeenshire Council Third Sector Interface, Scottish Childminding Association (locally), Employability Strategy Group, Stonehaven Sport Leisure and Culture Action Group.
6. It should be important that those involved in a target should be accountable in some way through the the LCPG. They have to visibly and formally commit to th target. Otherwise there can be little sensible monitoring that the target has been achieved. Therefore the only groups or organisations that should be named are those that are properly constituted, and have some organisational or partnership link with the members of the LCPG.

## Targets that are part of 'normal service'

7. A number of the targets include wording that looks as if it is exactly the normal service that any member of the community would expect from that agency. Therefore, there seems to be a conflation of a service level agreement-type of statement with a community led change, co-operation or target. If all the service levels that the partners have agreed to are included, that would lead to a massive document. It was also nt highlight the added-vlaue that Community Planning is bringing to the scene. Therefore, either they should there as an appendix, or preferably they should be written out with a possible cross reference to the agency's own service level agreement.

## 3. Comments of specific targets

*(Note: because of time limitations, not all targets have been discussed).*

- A2. Why is there no reference to any of the many Mental Health organisations (charitable or otherwise) that operate in the area, such as Benholm Mill, Cornerstone). Are they not involved?
- A4. Who or what is the "South Aberdeenshire Health Needs Assessment"
- A5. If this means anything, where is the community planning input to the decision to use the School Road Site for Social Services, rather than discuss the possibility of a new Medical Centre there?
- A6. Our understanding is that there is a Health Forum precisely to discuss and progress concepts such as this.
- A7a Surely each partner should have existing procedures for direct representation on the concerns of disabled people, rather than rely on the LCPG as a conduit. If disabled people are to have specific representation, then they are a lot of other minorities who also need to be included.
- B2. Does this not mean a specific scheme to provide taxis to overcome one particular barrier? If so, it should say so. Otherwise it is opaque.
- B3. How can one have a target date lasting 4 years?
- B5. One takes it is should read "sustainable drop-in crèche facilities", and not look like a sustainable drop in crèche facilities!! Given the less-than successful discussions of

the last two years over the running of the crèche at th Stonehaven Community Centre, a plan and a SMART target for this area would be most welcome.

- B6. No sign of any local input.
- B7. Again there is no sign of local community input, whereas there has been a huge amount of work from the community to assimilate migrant workers over the years.
- Until the action is complete, and measured, any target must stay in the plan.
- B10. Is there not also an equivalent processes underway, via the Adult Learning Forum for all adult learning opportunities, including vocatioanal training. If so, it should be added as an additional target. Pulling the two strands together would really be community planning.
- B11. Sounds good, but what is the deliverable, and when?
- C2. No mention is made of any contact with the very many youth organisations that are currently operating successfully. This target does need much more refinement and clarity.
- C5. How many are defaulting, if any? The “difficulties with legislation” seems to be in the mind of the unhelpful observers. Most community organisations would prefer support in opposing onerous legislation and opposing onerous interpretation and implementation of legislation.
- C6. Yes, great, but how, and by whom?
- C7. Very long introduction. So, what facilities will be ready by June 2011?
- D2. Is the Waste Officer going to do this on his own? If so, where is the community planning input?
- D5. We are not aware that STP (or the Community Planning Officer for that matter) has been involved in littering and dog fouling
- D8. This target is a muddle. It is (or should be) governed by the policies that are agreed in the forthcoming Local Plan, over which the LCPG has no say whatsoever. It also misses out a large number of other serious implications of Local Plan policies and planning decisions. It is also strongly driven by planning legislation.
- It only serves to confuse Development Planning and Community Planning.
- E1. Surely the partners must be the very many community groups, especially the recognised partnerships, the Community Councils, and the major voluntary support groups.
- E2. As E1.
- E6. A worthy move, but it would be better if the meetings were better publicised, the community encouraged to come along and take part, and reporting and monitoring made much more visible.

#### **4. Comments on the document itself**

The overall layout and presentation makes this a daunting document to read, and very difficult to see where are the strengths and weaknesses. It would be interesting to conduct a readership survey, to see how much of it had been absorbed.

A tabular/database format would show much more clearly what was there and not there, and would allow much easier monitoring in the future on a database.

A good sub-editor is needed

There is a curious variability in abbreviations. Why is Aberdeenshire Council never abbreviated, but many other less used or well know are. It might also be worthwhile having a few more collective descriptions to widen the inclusion, but focus the communication. For example, there are a number of actions about youth, and there should be a collection of community groups that should be part of this, and for whom a focussed e-mail list should exist or be created. This would do a lot to increase community communication and cohesion.

Submitted by  
David Fleming  
Chairman, Stonehaven & District Community Council  
23<sup>rd</sup> February 2010.

## ABERDEENSHIRE COMMUNITY PLANNING BOARD – 25 November 2009

### ABERDEENSHIRE THIRD SECTOR INTERFACE

#### **1 Purpose of report**

- 1.1 The purpose of the report is to advise Aberdeenshire Community Planning Partnership of a clarification regarding the role of the Aberdeenshire Third Sector Interface (ATSI) as the official point of contact between statutory Community Planning partners and the Third Sector in Aberdeenshire.

#### **2 Background**

- 2.1 To fulfil the aspiration of the Scottish Government's localism agenda to ensure that in addition to the support the infrastructure provides to local and national third sector bodies working in each area, there is a strong interface between the third sector and the CPP.
- 2.2 To this end at the CPP Board meeting on 23 September 2009 the Board endorsed the formation of the Aberdeenshire Third Sector Interface (comprising Bridge CVS, CVS Aberdeenshire Central and South, and the Volunteer Centre) and confirmed that ATSI would be recognised as the official point of contact between statutory Community Planning partners and the third sector in Aberdeenshire.

#### **3 Proposal**

- 3.1 It is proposed that the Board amend their previous position that recognised ATSI as the official point of contact between statutory community planning partners and the Third Sector in Aberdeenshire to recognising ATSI as one of the official points of contact.

#### **4 Discussion**

- 4.1 The Scottish Government has outlined its plans to change the way it supports local Third Sector infrastructure bodies from April 2011. In March 2008 it was announced that Ministers are determined to build stronger partnerships to ensure the best possible connections between the Third Sector and Community Planning Boards. In addition Scottish Government commissioned third sector intermediary bodies to create a single interface through which to draw down direct funding from the Scottish Government.
- 4.2 The developments taking place including the government's preference for one entity to provide a point of contact with the third sector may be applicable in other parts of Scotland where the third sector is not an integral part of the Community Planning Partnership. This does not reflect the more mature position in Aberdeenshire where third sector interface organisations are recognised partners. It is therefore more appropriate to reflect this in recognising ATSI's role as one of the points of contact between the statutory Community Planning partners and the third sector in Aberdeenshire.

## **5 Local community planning implications**

- 5.1 ATSI will strengthen current relationships between the third sector and CPP as defined within Aberdeenshire Third Sector Compact (currently in draft form).

## **6 Links to partnership vision and themes**

- 6.1 Building better working relationships between the community, voluntary and public sector to support the partnership vision. This proposal is relevant to all CP themes.

## **7 Links to principles**

- 7.1 *Inclusion* – recognise the particular ability of the third sector to engage with vulnerable, marginalised and otherwise hard to reach communities and individuals  
*Accountability* – accountable to statutory bodies, regulatory bodies, members and stakeholders  
*Partnership* – recognise ATSI's contribution to partnership working between statutory and third sector bodies in service planning and delivery within the context of SOA  
*Evidence-based* – focus of sharing good practice, promoting an outcome based approach, professionalism and wider impact of third sector community engagement and service delivery  
*Sustainability* – promote best use of finite resources in the delivery of publicly funded services to the people of Aberdeenshire  
*Efficiency* – pooling and distribution of resources skills and knowledge to deliver best value for the citizens of Aberdeenshire

## **8 Staffing and financial implications**

- 8.1 There are no staffing or financial implications of this report.

## **9 Consultations**

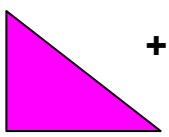
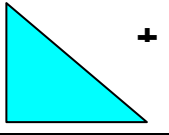
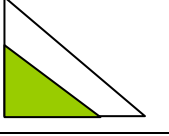
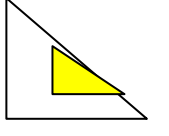
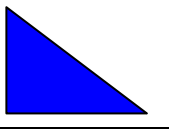

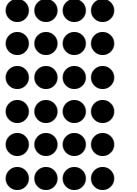
- 9.1 Consultation has been undertaken with representatives of Aberdeenshire Federation of Rural Partnerships, CVSs and the Volunteer Centre who have agreed the contents of this report.

## **10 Recommendations**

### **10.1 The BOARD is recommended to:**

- 1. amend their previous position that recognised ATSI as the official point of contact between statutory community planning partners and the Third Sector in Aberdeenshire to recognising ATSI as one of the official points of contact.**

# Kincardine & Mearns Mapping Exercise – September 2009

	Access to quality Services	Finding Funding	Constitutions	Concern to action	Representation	Advocacy	Active Citizenship	Support Voluntary Action Groups	Information, Advice Signposting	Support for Groups	Support for Individuals	Training	Removal of Blockages	Hand Holding	Expertise	Identifying Needs	Grants	Research			
<b>COMMUNITY PLANNING</b>		●		●		●			●	●		●				●	●			● Dev. Staff ●.5 Dev. Staff ●.5 Admin	+
<b>CVS</b>	●	●	●		●	●		●	●	●	●	●	●	●	●					●.5 Dev. Staff ◆.25 Admin	+
<b>MEARNS AREA PARTNERSHIP</b>				●				●	●		●					●		●		◆.25 Admin Volunteers	
<b>STONEHAVEN TOWN PARTNERSHIP</b>		●		●				●								●				Volunteers	
<b>KINCARDINE AND MEARNS AREA PARTNERSHIP</b>		●	●	●	●	●		●	●	●		●	●			●	●			●.5 Dev. Staff Volunteers	
<b>COMMUNITY LEARNING AND DEVELOPMENT</b>		●		●			●	●	●	●	●	●		●	●	●	●			 Volunteers	+
																			<b>+ = More than the K&amp;M Area</b>	● Dev. Staff ●.5 Dev. Staff ●.5 Admin ◆.25 Admin	<b>Access to additional support +</b>

**DRAFT****DEBRIEFING RE STONEHAVEN FLOODING ON 1 NOVEMBER 2009****MEETING HELD ON 13 NOVEMBER 2009****MINUTES OF MEETING**

**Present:** William Munro, Area Manager, Aberdeenshire Council  
 Diane Strachan, PA – Note taker  
 David Ogilvie, SEPA  
 Charles Haskett, Scottish Water  
 Mike Sullivan, Councillor  
 John Ritchie, Scottish Water  
 Scott Leith, Scottish Water  
 Robert Armstrong, Aberdeenshire Council, Economic Development, T&I  
 Graham Low, SEPA  
 Graeme Clark, Councillor  
 Alastair Mutch, Aberdeenshire Council, Housing Manager  
 Alistair McWillie, SEPA  
 Arthur Ingram, Aberdeenshire Council, Environmental Health  
 David McIntosh, Emergency Planning Manager  
 Colin Crighton, Grampian Police  
 Peter Bellarby, Councillor  
 David Fleming, Stonehaven & District Community Council  
 Paul Hendy, Scottish Flood Forum  
 Graeme Goonan, Grampian Fire & Rescue  
 Steve Welsh, Aberdeenshire Council, Community Leisure Team  
 Michael Innes, Stonehaven & District Community Council  
 Michelle Ward, The Royal Hotel  
 Steve McFarland, Aberdeenshire Council, T&I  
 David Elrick, Aberdeenshire Council, T&I  
 Malcolm Christie, Aberdeenshire Council, T&I  
 Councillor Paul Melling, K&M Area Chair

<b>1.</b>	<b>Purpose of Meeting</b>
	<p>William Munro thanked everyone for coming and outlined the purpose of the meeting. He asked that the meeting be conducted in a structured manner to establish and record facts, with everyone approaching it in an open, honest, objective, patient manner with no blame being attached.</p> <p>He said that the information gathered will be compared with procedures, then there would be identification of what worked well and what did not, in the circumstances. Action will then be recommended for appropriate bodies.</p> <p>He said that it is possible that this exercise may require a second session, but every effort will be made to make the process efficient in terms of people's time, without being detrimental to the objectives.</p> <p>WM asked the various agencies if they could provide a log of events during the flooding on the 13<sup>th</sup> and 14<sup>th</sup>. Details should be forwarded to <a href="mailto:jayne.pigott@aberdeenshire.gov.uk">jayne.pigott@aberdeenshire.gov.uk</a></p> <p>The meeting went on to establish the sequence of key events.</p>

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<b>2.</b>	<b>Timeline of Events – build up to incident</b>
	<p>Severe weather warnings were issued by the Met Office on Thursday and Friday indicating expected heavy rainfall of between 30–60mm in Aberdeen and Aberdeenshire areas. Also gusts of winds expected up to 60/70 mph. Graham Low advised that in addition to the Met Office’s Public Weather Advisor issuing advisory notices to emergency responder organisations across Scotland on Thursday and Friday, the National Severe Weather Warning Service (NSWWS) also issues a Flash Warning on Sunday at 9.20am advising of persistent rain, heavy at times, during the course of the day and night in the Grampian, Angus and Dundee areas. It was noted that it would be useful to check who routinely receives Met Office forecasts and SEPA flood warnings.</p> <p><u>Sunday, 1 November</u></p> <p>11:00 Roads service was called out to deal with flooding problems within the Aberdeenshire area. This was constant thereafter for the rest of the day/night.</p> <p>11:43 Flood watch warning issued by SEPA for Rivers Don, Banff and Banff &amp; Buchan</p> <p>11:44 Flood watch warning issued for Rivers Dee, Bervie and Kincardine</p> <p>SEPA informed Police who subsequently notified the Grampian Emergency Planning Unit.</p> <p>13:30 approx Steve McFarland on passing the Cowie noted river levels higher than normal for the rain which had fallen to that time but were not giving cause for concern as weather forecast he had seen earlier that day indicated rain would clear later in the day. Steve decided to go to Fettercairn to collect some “high flow” information for consultants undertaking river modelling work in Fettercairn and passed the Carron on the way (around 1400) where river levels were likewise not a cause for concern at that time.</p> <p>16:00 Fire and Rescue Service received first call for assistance due to flooding in the Fordoun/Laurencekirk area. This was constant thereafter for the rest of the day/night.</p> <p>16:30/17:00 Roads service received warning that the level of the River Carron was beginning to give cause for concern and sand bags should be issued to residents in Cameron Street.</p> <p>18:00 Roads Service notified by the Police that the River Carron had burst its banks and from then onwards received significant calls for assistance from residents in that area. Fire and Rescue Service were then notified by the Police of the situation.</p> <p>18:15 The Police set up an Emergency Communications Centre (FOCC) to deal with the emerging situation.</p> <p>18:30 Councillor Agnew received a call from a worried resident. She arrived in the area at around 19:00 and found the River Carron spilling out onto Low Wood Road at the Green Bridge and pooling around the Invercarron Resources Centre. There were no sand bags on Carron Terrace at that time. (She raised the question whether the collapsing of the road to Dunnottar Woods could have had an impact on the River Carron by blocking the culvert, which the Chair said the meeting would return to later</p>

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in the meeting).

19:30/20:00 Councillor Agnew advised that a surge of water came down Cameron Street causing the water level to rise by about 2ft flooding properties etc in the area and that residents in Barclay Street also commented that they were flooded within a matter of minutes.

S McFarland was returning from Fettercairn at around this time and observed a large volume of water on the main A90 and that the road past Dunnottar Avenue was closed. He commented that water was running off the fields above Braehead in sheets onto the A957 due to the intensity of the rain and the saturated nature of the ground.

20:15 Police received a report that the road leading through Dunnottar Woods had collapsed and went to make the area safe. (It was noted that this was the time of the report but the time of collapse was unknown).

18:45 M Innes who was returning from Catterline telephoned D Fleming to advise him that there was a lot of water running down Dunnottar Avenue.

19:00 D Fleming arrived in Dunnottar Avenue to find water filling the gutters and spilling onto the pavements. Water was spilling out of the Carron River at the Green Bridge onto Low Wood Road. Arbuthnott Street, Bridgefield and parts of Allardice Street were all flooded by this time. Wendy Agnew drove down Allardice Street at 7.00pm, at that time it was not flooded nor was Arbuthnott Street – only Bridgefield was flooded at 7.00pm.

The Fire & Rescue Service mobilised units from Aberdeen and Laurencekirk to help deal with the flooding. Around 30/40 personnel were involved. Their priority was to check whether people could safely remain in their homes or whether they needed to be evacuated to a place of safety.

20:15 Iain Gabriel, Director of Transportation and Infrastructure, the Aberdeenshire Council Emergency Co-ordinator for the week, with overall responsibility for, on behalf of the Chief Executive to instigate the appropriate emergency response, was advised by the Emergency Planning Unit.

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<b>3.</b>	<b>Evacuation</b>
	<p>17:00 Fire &amp; Rescue started evacuating residents who went to family and friends. Decisions were taken on an individual basis whether it was safer to leave people where they were or to evacuate.</p>
	<p>19:15/19:30 Decision was taken in dialogue between David Fleming and John Strachan (GFRS) the Stonehaven Station Officer to open the Town Hall as a rest centre. D Fleming obtained a key from the Leisure Centre to open the Town Hall, but was concerned that he had to collect the key as nobody was able to leave the leisure centre without health and safety manning levels being compromised. The leisure centre staff did not have the autonomy to close the facility to transport the keys to the town hall as the agreed rest centre is Mackie Academy where duplicate keys for the Town Hall are held as a secondary rest centre.</p> <p>It was also noted that the seriousness of the situation was not necessarily apparent to staff working inside at the leisure centre.</p> <p>19:45 Town Hall was opened. However, there were logistical problems in getting the heating switched on and there were no blankets as it was not the agreed rest centre..</p> <p>20:00 (approx, but likely to be just after 2015) W Munro, Area Manager K&amp;M Aberdeenshire became involved, when Iain Gabriel called him, Over the next 3 hours was constantly making/receiving calls including EPU, IG, Education Officers, janitor on call, five councillors, Housing Manager, members of the public, community council, transportation and infrastructure contacts and Community Leisure Team Leader.</p> <p>Although initially of the view that the town hall would be a more appropriate venue than Mackie, in view of information that the town hall itself was at risk of flooding continued to make arrangements for the designated rest centre, Mackie Academy, to be opened and made ready.</p> <p>EPU arranged for WRVS to attend. D McIntosh advised that GEPU have a contract with the WRVS who are trained in all aspects of rest centre management. 4 people attended and they were later joined by the Red Cross.</p> <p>The Royal Hotel became involved and provided hot drinks, soup, sandwiches to people. They also made available overnight accommodation for those who had nowhere to go.</p> <p>Blankets were obtained from the Far &amp; Wide charity shop.</p> <p>20:00/20:30 Wendy Agnew visited the Roads Depot on 4 separate occasions to get sand bags but the gates were locked. Finally obtained entry about 20:30 and helped to supply sand bags to people from Cameron Street. Continued to fill sand bags until sand ran out about 11pm. W Agnew praised the men for their hard work filling and distributing the sand bags.</p> <p>Dave Elrick explained that roads staff were involved in filling sand bags and</p>

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distributing around the Kincardine & Mearns Area. Gates at depot have to be locked for security when no staff are available. 800 sand bags were distributed and sand ran out at around 12 pm.

21:45 Alastair Mutch arrived to help provide emergency housing although a lot of people were able to arrange alternative accommodation. Records were not initially taken of those using the rest centre until he arrived.

Graham Low, Resilience Officer from SEPA was in contact from home with the FOCC and SEPA contact centre. DEPA does not presently operate formal flood warning schemes on the River Deveron, Don and Dee. The North east Flood Warning Schemes Project is, however, to be launched in March 2010 and this will deliver flood warnings for the Rivers Deveron, Don, Dee and North Esk. It should be noted that there are no current plans for a similar flood warning scheme to be introduced on the River Carron.

SEPA issued flood watches and flood warnings from Sunday morning onwards in advance of the reported flooding problems, At the peak of activity SEPA had 21 Flood Watches, 17 Flood Warnings and 4 Severe Flood warnings in place across Scotland.

The Roads service indicated that they receive approximately one weather warning per week including warnings of wind, rain and snow. There was no indication that the weather expected was any worse than normal.

21:00 The water level appeared to reach its peak in the town centre with rainfall stopping at around 23:00. High tide was predicted at 00:15 but this did not have an impact. The water level was very slow to drain and did not appear to have gone down much even by 08:00 next morning.

The Police closed their FOCC at 12.30 (00.30).

02:00 Fire & Rescue service were still responding to calls for assistance but 3 appliances were stepped down leaving 3 on duty.

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4.	<p><b><u>Establishment and Operation of Rest Centre</u></b></p> <p>A decision was taken to open the Town Hall as a rest centre in view of its close proximity to the area of flooding. However, normal emergency procedures were also put into place whereby the Mackie Academy being the designated emergency rest centre was also opened. The issue of transporting people from the town centre to the Mackie Academy was one of the issues which influenced the decision to use the Town Hall. Domestic arrangements such as heating, use of a telephone, blankets and medical supplies were not readily available at the Town Hall whereas these would have been accessible at the Academy.</p> <p>The Police have a list of key holders for the various Council properties and are able to call out the necessary caretakers. It is essential to ensure that this list is kept up-to-date and that there are a couple of key holders per building.</p> <p>Records were not initially kept of everyone passing through the rest centre.</p> <p>Michelle Ward had offered assistance in taking people into the Royal Hotel for warmth and hot drinks etc. Fortunately on this occasion the hotel was not fully booked and she was able to offer people overnight accommodation. She noted that many people appeared to simply arrive at the Town Hall and then be collected quite promptly by friends and relatives. It was agreed that all in all the rest centre appeared to work well.</p> <p>Cllr Sullivan commented that the Town Hall would seem a more appropriate choice as an emergency rest centre due to its close proximity to other facilities and that the Mackie Academy should be the second choice. However it was pointed out that the Town Hall is often used for functions and may not always be available.</p> <p>D Fleming did not feel that there was enough advice and they were just left to muddle along. No one from the Council was present in the Town Hall to take charge until A Mutch arrived around 22:00. It was on the advice of a Police Officer that a record was kept of the people coming to the rest centre. It was felt that someone should have been in charge at the Town Hall to switch on the heating, ensure there were blankets, medical supplies, catering etc. It was agreed that perhaps boxes containing emergency supplies should be stored ready to be distributed were necessary in an emergency.</p> <p>It was noted that there had been no injuries to any members of the public affected by the floods. One fireman had collapsed due to being in the water for 5 hours and was taken to hospital. There were no other casualties as a result of the flooding. One woman who suffered from asthma had lost her medication and a close eye was kept on her condition. There was another unrelated incident.</p>
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<b>5.</b>	<b>Monday Clear Up and Subsequent Action</b>
	<p>08:00 Water in High Street had still not drained away. Fire Service was attempting to pump water into Carron. Market Square was still flooded with water half way up Evan Street.</p> <p>10:30/11:00 Two council vehicles were clearing drains in Barclay Street and Cameron Street and within a short time the water started to drain away leaving a lot of mud and sludge. Water in the High Street took longer to clear possibly up until 11.00 am but cleared very quickly once it started to drain.</p> <p>M Christie/D Elrick commented that once the river level dropped this would allow some drains which discharge into the river to flow freely.</p> <p>D Fleming commented that once the floodwater had subsided clean water was seen spouting upwards from a drain outside Cameron Court.</p> <p>12:00 Meeting was held at Viewmount with the various agencies involved in the emergency to discuss the immediate course of action.</p> <p>Skips were placed around the affected areas. The clean up, had been hindered by parked/abandoned cars.</p> <p>Members of the public were unsure where to go for assistance and advice on the Monday morning, some had turned up at the Town Hall expecting someone from the Council to be in attendance. Most people were directed to the Housing Office on Allardice Street where enquiries were dealt with and advice given. A leaflet was subsequently produced but was not available for distribution until Wednesday morning. It was agreed that perhaps someone should have been in attendance at the rest centre the following day to offer advice.</p> <p>Advice was given to people at the Town Hall the previous evening but had not remembered everything they were told.</p> <p>M Innes commented that people were looking for assistance from the Council in helping to clear up once the water had subsided and had felt that not enough help and advice was available.</p> <p>A soup and sandwich kitchen was set up in St Bridget's Hall for those affected by flooding.</p> <p>The Scottish Flood Forum and other community interested groups got together on Thursday to offer assistance and reflect on who was doing what. It was felt that this point is as far as the debriefing needs to go at this stage but a review of the recovery would be required in due course.</p>

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<b>6.</b>	<b>Other Points Raised/Discussed</b>
	<p>W Agnew queried why sand bags had been removed from the Cameron Street area on the Friday. Malcolm Christie responded that this was done for safety reasons over the weekend when a greater number of people are going about late at night.</p> <p><b>Scottish Water</b> confirmed that the drainage and sewer systems were working to full capacity. He had checked that the water was being pumped away and that the drains were operating satisfactorily.</p> <p>SEPA's Senior Environment Protection Officer, who attended the flooding in Stonehaven and supported the local response, telephoned Scottish Water's Customer Service Centre at about 10.30pm to inform them of the flooding in Stonehaven,</p> <p>Cllr Agnew queried whether a chain could be attached to the blue lid sealing the sewer at the side of the White Bridge thus allowing water to drain into the sewer system in times of high water levels. This would be looked into but there could be a health and safety issue and if the lid was submerged, it might not function.</p> <p>Cllr Agnew also highlighted a possible weakening of the wall at the White Bridge as she witnessed water pouring through the wall on the night. Also tree roots appear to be weakening the wall. Roads to investigate further.</p> <p>Rumours were circulating that a flap on the harbour wall was prized open releasing a large volume of water. Afterwards the volume of water in the High Street seemed to disappear. Scottish Water responded that this drain was linked to the houses at the bottom of the Bervie Braes and was not connected to the drains on the High Street therefore could only have been a coincidence. The drains from the High Street exit behind the wooden walkway along the beach.</p> <p>M Innes and D Fleming had received complaints that people had been unable to get through to the Police on the 0845 or 999 numbers, which just cut them off. This would need to be further investigated.</p> <p>D Fleming questioned whether more should have been done to clear the drains and prevent the build up of water. Roads responded that the driver of the vehicle was assigned to distributing sand bags and once drains become submerged under water the equipment cannot operate properly. Roads had done everything possible to alleviate the build up of water and had co-operated fully with the emergency services.</p> <p>Cllr Clark suggested having one person within the Council as a nominated Emergency Co-ordinator. D McIntosh responded that this had been considered in the past but due to implications of training, remuneration and amendment to job descriptions it had been decided to operate a rota system amongst the Directors and Area Managers.</p> <p>Arthur Ingram did not feel that the various agencies got together soon enough to discuss the measures that required to be put in place to deal with the aftermath of the flooding. The first meeting did not take place until the Monday lunch time, although work was already in hand.</p> <p>Malcolm Christie advised that a revised Flood Response Plan that will identify areas susceptible to flooding is being prepared. Meetings have taken place to take this matter forward.</p>

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NB: The meeting felt ( to replace-Malcolm Christie identified)  
 Malcolm Christie identified that there was a need for improved local flood warning mechanisms on the River Carron.

D Fleming commented that other organisations use a system of identifying the level of emergency i.e. green, amber, red and suggested that such a system may be helpful in identifying the seriousness of the flood warning and enable the necessary precautions to be put in place. M Christie responded that in the Roads service the number of men on standby to respond to out of hours emergencies are adjusted in light of available information.

M Innes had read the Grampian SCG Flooding Response Plan which stated that 3500 filled sand bags were available at various depots in Aberdeenshire.

M Christie said that this will be reviewed during preparation of the revised Flood Response Plan,. The issue of providing large numbers of resources for emergencies was difficult when workers had already worked a full shift unlike emergency services that operate a shift pattern. Health & Safety restricts the number of hours staff can be expected to work.

Cllr Sullivan felt it was important to ensure lessons were learnt from this incident but pointed out that there had been some exceptionally heavy rainfall leading to the flooding.

David Ogilvie, SEPA, agreed that this investigation had to be set in context of exceptional rainfall. It should be noted that the rain-gauge at Cheyne (3km NW of Stonehaven) recorded a rainfall accumulation of 53.2mm in the 13 hrs from 10.00am on Sunday and, similarly, at Mongour (12m NW of Stonehaven) the rain gauge recorded 64.0mm. Furthermore, according to SEPA records, the above rainfall, in combination with that recorded over the preceding two weeks in parts of Kincardineshire, exceeded a 200 year return period. In terms of measured river levels, some exceptional peaks were recorded by SEPA gauging stations as follows:

Pitcaple (Urie Water) – highest since records commenced in 1988  
 Avochie (River Deveron) – highest since records commenced in 1959  
 Ellon (River Ythan) – highest since records commenced in 1983  
 Heugh-head (Water of Feugh) – highest since records commenced in 1985  
 Inverbervie (Bervie Water) – highest since records commenced in 1079

Cheyne which lies 3km west recorded 53.2mm over a period of 13 hrs, Montgarry had 64 mm, and the Met Office at Dyce recorded 53mm.

River levels at Pitcaple were the highest recorded since 1989, Deveron highest since 1959, Feugh highest since 1985 and Inverbervie highest since 1979.

Cllr Melling wished to ensure that due to the severe weather forecast for the forthcoming weekend that the necessary emergency procedures were in place to avoid a repeat of the previous weekend. M Christie responded that pallets of sand bags had been distributed to the Market Square and Cameron Street. The Roads Service would have extra manpower on call as they were now into their winter call out programme and would be responding to severe weather warnings such as frost.

D Fleming suggested arranging for someone to manually keep a check on the river

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levels and if concerned to contact the necessary authorities. W Munro advised that if any member of the public was concerned about river levels they should contact the Police in the first instance who would instigate any necessary emergency procedures.

Robert Armstrong advised that some residents on Cameron Street who had plastic barriers for their doors had found them invaluable during the flooding and perhaps other homeowners may wish to purchase them.

SEPA offered to supply the Community Council with leaflets for small businesses and home owners with helpful advice on what to do before, during and following flooding.

Following a number of calls from residents concerned about the water quality following the flooding Environmental Health had contacted Scottish Water to ask if they would put out a press release advising that there was no problem with the drinking water. However they were advised that this could not be done as only warnings were issued when the water was not safe to drink. It was felt that this policy ought to be reviewed in light of exceptional circumstances.

D Elrick advised that he has since inspected the culvert in Dunnottar Woods. He concluded there could not have been a blockage as the weeds in front of the culvert were still standing, if there had been a huge surge of water then the weeds would have been flattened. Cllr Agnew responded that weeds in the Woodcot Brae area were flattened and therefore querying whether a tree could have caused a blockage then dislodged leading to the sudden surge in water. (NB The burn from Dunnottar Woods joins the River Carron downstream of the Green Bridge)