

EAST KINTYRE COMMUNITY COUNCIL

COMMUNITY MANDATE

Our Purpose

East Kintyre Community Council exists to represent the interests, views and aspirations of the people of East Kintyre and to provide an effective, independent, and accessible voice for all communities within its recognised boundary.

Our primary responsibility is to the community we represent.

1. Representation of Our Community

East Kintyre Community Council will:

- Actively seek, listen to, and represent the views of residents throughout East Kintyre.
- Fairly reflect the diversity of opinions within the community, recognising that residents may hold different views on individual issues.
- Provide opportunities for residents to raise matters affecting their lives, wellbeing, environment, local services and amenities.
- Represent community views to Argyll and Bute Council, the Scottish Government, Police Scotland, NHS services and other relevant public authorities, organisations and agencies.
- Liaise and work constructively with community organisations, voluntary groups, charities, businesses and other bodies operating within East Kintyre.
- Ensure that no individual member presents a personal opinion as the agreed position of East Kintyre Community Council unless that position has been properly established and authorised.

2. Independence and Political Neutrality

East Kintyre Community Council will remain non-party-political and non-sectarian.

Members may hold their own personal opinions and beliefs; however, when acting on behalf of the Community Council they must clearly distinguish personal views from decisions or representations formally made by the Community Council.

The Community Council will seek to represent the interests of the community as a whole rather than those of any political party, organisation, individual or particular interest group.

3. Consultation and Community Engagement

East Kintyre Community Council will encourage meaningful participation by residents in decisions affecting the area.

Where significant local issues arise, the Community Council may use appropriate methods of consultation including:

- Public meetings
- Community surveys and questionnaires
- Written submissions
- Online consultation
- Community engagement events
- Working groups
- Direct consultation with affected residents and organisations

Where appropriate, the Community Council will report the outcome of such consultation when making representations to public authorities or other organisations.

4. Planning and Development

East Kintyre Community Council will consider planning and development matters affecting the area and will make representations where appropriate.

In considering significant developments, the Community Council will seek to understand community opinion and consider matters including:

- The potential effect on residents and communities
- Roads, transport and infrastructure
- Housing and local services
- Environmental impact
- Landscape and visual impact
- Economic and employment opportunities
- Community benefit
- Sustainability and resilience
- The character and future development of East Kintyre

Any representation submitted by the Community Council should accurately distinguish between the formally agreed position of East Kintyre Community Council and individual representations received from residents.

5. Local Services and Infrastructure

East Kintyre Community Council will raise concerns and advocate for improvements relating to matters affecting East Kintyre, including:

- Roads and road safety
- Transport
- Pathways and access
- Public services
- Health and social care
- Policing and community safety
- Housing
- Communications and connectivity
- Utilities
- Environmental matters
- Other essential infrastructure

Where services or infrastructure are considered inadequate, the Community Council may seek information, request meetings, submit representations and work with the appropriate authorities towards practical solutions.

6. Community Development and Empowerment

East Kintyre Community Council will support initiatives which promote the social, environmental and economic wellbeing of East Kintyre.

This may include supporting or developing projects relating to:

- Community facilities and assets
- Community resilience
- Recreation and wellbeing
- Transport
- Local employment and enterprise
- Tourism
- Environmental improvement
- Facilities for children and young people
- Support for older residents
- Accessibility and inclusion
- Community ownership and asset development

Where appropriate, the Community Council may work in partnership with community organisations and make use of rights and opportunities available under community empowerment legislation.

7. Partnership Working

East Kintyre Community Council recognises that effective community representation requires constructive relationships.

The Community Council will seek to work collaboratively with:

- Argyll and Bute Council
- Neighbouring Community Councils
- Community trusts and local organisations
- Police Scotland and other emergency services
- NHS and health organisations
- Public agencies
- Local businesses
- Landowners
- Voluntary organisations
- Other relevant bodies

Partnership working will not prevent East Kintyre Community Council from questioning or challenging decisions, policies or actions where it considers this necessary to properly represent the views and interests of the community.

8. Transparency and Accountability

East Kintyre Community Council will conduct its business openly and responsibly in accordance with the applicable Scheme for the Establishment of Community Councils, its Constitution, Standing Orders, Code of Conduct and other governance requirements.

The Community Council will:

- Hold properly constituted meetings.
- Provide residents with reasonable opportunities to attend and engage with meetings.
- Maintain accurate minutes and records.
- Maintain appropriate financial records and accounts.
- Declare relevant interests where required.
- Ensure decisions are properly recorded.
- Manage community funds responsibly and transparently.
- Communicate significant decisions and activities to the community.

9. Responsibility of Community Councillors

Community Councillors have a collective responsibility to act in the interests of East Kintyre and the communities they represent.

Members should:

- Treat residents and fellow members with dignity and respect.
- Listen to differing opinions.
- Act with integrity.
- Declare relevant interests.
- Maintain appropriate confidentiality where legitimately required.
- Avoid using their position for personal advantage.
- Respect decisions properly reached by the Community Council.
- Clearly distinguish between personal opinion and the formally agreed position of East Kintyre Community Council.

10. Our Commitment to East Kintyre

East Kintyre Community Council's mandate is ultimately to ensure that the people of East Kintyre have an effective voice.

We will look to protect and improve the social, environmental and economic wellbeing of our communities while recognising the challenges faced by rural communities.

We will advocate for fair access to services, investment, resilient infrastructure, and sustainable development and will work to ensure that East Kintyre's needs and aspirations are properly understood by those responsible for decisions affecting our area.

Mandate Statement

East Kintyre Community Council will listen to the community, represent its views fairly and independently, promote the wellbeing and resilience of East Kintyre, and hold public bodies to account through constructive, transparent and evidence-based engagement.

11. Authority and Status of this Mandate

This mandate establishes the principles by which East Kintyre Community Council will conduct its business and represent the communities within its area.

The mandate does not replace or supersede the statutory Scheme for the Establishment of Community Councils, the Community Council's Constitution, Standing Orders, Code of Conduct or any applicable legislation. In the event of any inconsistency, those governing provisions shall take precedence.

Decisions and representations made in the name of East Kintyre Community Council must be properly considered and agreed through the Community Council's recognised decision-making procedures.

No individual member, office bearer or third party may commit the Community Council to a position, agreement, expenditure or course of action without the appropriate authority to do so.

Where a matter is of significant community interest or may have a substantial or lasting effect upon East Kintyre, the Community Council will, where reasonably practicable, seek appropriate community input before determining its position.

This mandate should be reviewed periodically to ensure that it continues to reflect the needs and aspirations of the East Kintyre community and remains consistent with the governing Scheme and relevant legislation.

12. Community Enquiries, Concerns and Casework Register

To ensure that concerns raised by members of the East Kintyre community are properly recorded, acknowledged and followed through, the **Secretary will maintain a confidential Community Enquiries and Casework Register.**

Where a resident or other member of the community raises a concern and requests East Kintyre Community Council to make enquiries, representations or otherwise act on their behalf, the Secretary may record the information reasonably required to progress the matter.

This may include:

- Name
- Address
- Contact telephone number and/or other appropriate contact details
- Date the matter was raised
- Brief details of the concern or request
- Action requested of the Community Council
- Actions taken, correspondence and relevant outcomes
- Date the matter is concluded

Data Protection and Confidentiality

Personal information contained within the register will be handled responsibly and confidentially and in accordance with applicable **UK GDPR and data protection requirements.**

Information will only be collected and used where necessary for legitimate Community Council business. Access will be restricted to those who require the information in order to deal with the matter, and personal information will not be retained for longer than necessary.

Where information needs to be shared with Argyll and Bute Council, another public authority, organisation or third party in order to pursue a resident's concern, this will be handled in accordance with applicable data protection requirements and the Community Council's relevant privacy and information-handling procedures.

The register will provide an accountable record of matters raised with East Kintyre Community Council and the actions taken in response.

13. Councillor Areas of Responsibility

To provide clear lines of responsibility and ensure that important community matters are actively monitored and progressed, individual members of East Kintyre Community Council will have designated areas of responsibility.

These responsibilities do not remove the collective responsibility or decision-making authority of East Kintyre Community Council.

Significant decisions, formal representations, expenditure and commitments made on behalf of the Community Council must continue to be considered and authorised through the appropriate Community Council procedures.

Convener

Responsibilities:

- Planning and development matters
- Attendance and representation at MAKI Area Committee meetings
- Liaison with relevant organisations and authorities
- Reporting relevant matters arising from MAKI Area Committee meetings back to East Kintyre Community Council

Vice Chair

Responsibilities:

- Roads
- Infrastructure
- Pathways
- Liaison with relevant authorities and organisations regarding identified issues

Treasurer

Responsibilities:

- Pathways
- Financial oversight relating to Community Council activities and projects in accordance with the Treasurer's established duties

Councillor Prince

Responsibilities:

- Carradale in Bloom
- Liaison and reporting on associated community environmental and enhancement activities

Councillor Strang

Responsibilities:

- Wellpark maintenance
- Monitoring maintenance requirements
- Raising relevant Wellpark matters with the Community Council

Councillor Brodie

Responsibilities:

- Windfarm matters
- Monitoring relevant windfarm developments and consultations
- Reporting matters affecting East Kintyre to the Community Council

Reporting and Accountability

Councillors with designated responsibilities will provide updates to East Kintyre Community Council and bring any matter requiring a formal decision, expenditure, representation or commitment before the Community Council for consideration. Representation at any area committees on behalf of the Community Council must be with the agreement of all-Council members.

The allocation of responsibilities may be reviewed, reassigned or amended by East Kintyre Community Council as circumstances require.

Adoption of the Mandate

This Community Mandate was formally considered and adopted by **East Kintyre Community Council** at a properly constituted meeting and shall take effect from the date of adoption.

By adopting this mandate, East Kintyre Community Council confirms its commitment to open, accountable and inclusive community representation and to carrying out its responsibilities in the best interests of the communities of East Kintyre.

Date Adopted: 1/10/2026