

Kirkhill Centre Forward Business Plan

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Kirkhill District Amenities Association

Prepared with the
assistance of:

Community Links Scotland



REGENERATION SERVICES

Community Links Scotland

63 Kilbowie Road

Clydebank

G81 1BL

Tel: 0141 952 4382

Fax: 0141 952 6034

The Kirkhill District Amenities Association is a charity registered in Scotland,
No. SC012797

Executive Summary

Kirkhill District Amenities Association (KDAA) is a registered charity which was established in 1978 and oversaw the construction of Kirkhill Community Centre in 1987. At this time, the population of the Kirkhill and Bunchrew area which forms the catchment for the Community Centre was approximately 1,000 people. KDAA manages and maintains the Community Centre and the surrounding grounds (which include a football pitch and multi-use games area (MUGA)) for the benefit of all residents within the Kirkhill district.

Since the Community Centre was built in 1987, the population has grown significantly in the local area, with an increase of over 100% between 1987 and 2010 (source: The Highland Council, 2011). Because of this, the level of demand for the Centre's facilities often exceeds availability and the building is no longer able to adequately meet local needs. The Centre is the only community facility in the area which serves the local population and is an important element in promoting community development and cohesion. In response to this, KDAA is currently focusing on the redevelopment of the Centre in an ambitious capital project entitled Kirkhill Centre Forward.

KDAA has undertaken a significant amount of community consultation which has determined what could be improved with the current facility and what additional facilities and services people would like to see in the new building. KDAA were assisted by a chartered architect, Erik Lundberg, to take the conclusions from the consultation evidence and devise a solution to the issues raised. This resulted in plans being drawn up to reconfigure existing space and create an additional extension which will provide much needed space to accommodate new and existing activities.

In late 2011 funding from Highland LEADER, the Highland Council Ward Discretionary Fund and the KDAA's own funds enabled White and McGinn Architects to be appointed to lead a design team to take the project to construction tender stage.

Kirkhill Centre Forward will result in development of a new community meeting and resource room, relocation of the village Post Office from currently inadequate premises, improvements to the kitchen facilities and provision of an informal community cafe space, improvements to the toilets and changing facilities and installation of a more effective heating system and increased building insulation. The improvements will increase use of the centre, increase activities on offer, and grow the business to be sustainable in the long term. The plans have been costed by a chartered quantity surveyor at £301,683 inclusive of VAT and fees. KDAA already has in place a considerable amount of their own funds (£51,935) and requires to raise the remaining funds from other sources.

This Business Plan demonstrates the need for the Kirkhill Community Centre Forward project locally, identifies the business case for these improvements, relates the project to strategic priorities locally and nationally, proves that the selected course of action is the best option, confirms the capability of KDAA to manage this development project and the resulting new Centre and provides details on plans, costs and timescales.

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I INTRODUCTION

Established in 1978, Kirkhill District Amenities Association (KDAA) is a registered charity (no. SC012797) which owns and manages Kirkhill Community Centre and its surrounding grounds (including a football pitch and multi-use games area) for the benefit of all residents within the Kirkhill District.

1.1 Vision

Kirkhill District Amenities Association - bringing the community together.

1.2 Mission

Kirkhill and District Amenities Association provides community facilities at the heart of the district where members of the community can gather, socialise, learn and keep active.

The facilities are run by people from the local community for the benefit of all who live in Kirkhill District. The KDAA encourages community-led groups to run their activities from the Centre and organises an annual gala that brings the whole community together.

1.3 Aims and Objectives

The aims and objectives of KDAA are to:

- Improve the range of activities, services and learning opportunities in Kirkhill District
- Improve the health of the community
- Enable local people to actively engage in building the community
- Improve access for local people to the services and amenities that they need;
- Create a cohesive community within Kirkhill District
- Improve understanding and increase acceptance between different groups within the community
- Develop a financially sustainable business that will remain active in the community for many generations

The Kirkhill Centre Forward project will allow for these aims to be achieved by:

- Providing additional space for hire in the Community Centre
- Providing a range of sports facilities for hire
- Providing communal areas and events where the community can come together
- Providing opportunities for volunteering
- Encouraging and supporting clubs, groups and individuals to provide activities, services and learning opportunities
- Generating the income necessary for the running of the Centre and sports facilities

I.4 Management Board

KDAA is run by a Management Board which is made up of local people who are committed to the provision of facilities for local residents to improve their quality of life. Composition of the Management Board is reviewed on a regular basis to ensure that skills match ongoing needs, e.g. experience in applying for capital funding, construction projects and skills in financial management. Where required, KDAA brings in additional expertise and training is provided to board members as required. The Management Board is made up of the following members:

- Kenny MacDonald (Chair)
- Sandra Hogg (Treasurer)
- Alasdair Morrison
- Wilma Williamson
- Douglas Courts
- David Knox
- Trevor Jones
- Kay Horne
- Amanda McGillivray
- Izzie McLean
- Robert Livingston
- Joy Pollard

The key skills and experience amongst Management Board members includes:

- Retired GP
- Retired joiner
- Experience of working with and instructing design teams
- Experience of managing several large community capital projects
- Rural Development Officer with SCVO
- Experience of managing software engineering projects
- Director Hi~Arts

I.5 Social Impact

As a registered charity, the purposes of the KDAA are charitable in promoting recreation, community spirit and the welfare of the community by the provision of a meeting place and sports facilities. All profits generated through the hire of the facilities are reinvested back into the community and enable the development of further services and facilities.

The activities of the KDAA are designed to meet the above aims and objectives and to maximise the positive impact on the quality of life for the residents of the district of Kirkhill.

As an organisation that is run by the community for the benefit of the community, the KDAA encourage stakeholder involvement. The Trustees are all members of the local community and everyone who lives, works or plays a part in the community is welcome to become a member of the KDAA, thereby entitling them to vote on issues related to the Community Centre and sports-park at the AGM.

1.6 Environmental Impact

The KDAA is keen to ensure that there is as little as possible impact on the environment from all of the activities of the Association. The recycling of waste at events and activities is encouraged and people are encouraged to switch off the lights and equipment when they have finished. In 2008, an energy audit of the Centre was commissioned to examine where energy efficiencies could be made. Following on from this, photovoltaic panels were installed on the roof of the Community Centre in March 2011 to generate electricity and thus income for the KDAA by means of the Feed in Tariff scheme. This has the additional benefit of reducing the energy imported and improving the sustainability of the Community Centre.

The KDAA has also undertaken actions to ensure its future as a sustainable organisation. This has included participating in a Sus It Out Plus session which resulted in the production of Our Sustainable Community Action Plan. This plan sets out a series of actions for the KDAA to achieve a sustainable community, through which the Association has been progressing during 2011, such as reviewing options for renewable heating.

2 BACKGROUND: KIRKHILL CENTRE FORWARD

2.1 Location

Kirkhill District encompasses a number of settlements that line the south side of the Beaully Firth, centred on the village of Kirkhill, which is situated just off the A862, approximately 8 miles to the west of Inverness and 4 miles from Beaully. Figure 1 below shows the location of the area in a local context, whilst Figure 2 (page 9)

Figure 1: Location Map of Kirkhill



Source: Google Maps, 2011

outlines the boundary for the broader Kirkhill and Bunchrew Community Council area.

2.2 The Current Kirkhill Community Centre

The area shown in Figure 2 is served by one community facility, Kirkhill Community Centre. The Centre is situated in the centre of Kirkhill Village, in close proximity to the primary school and play park. The Centre has parking for approximately 20 cars and has two linked community facilities in the grounds, a football pitch and a multi-use games area (MUGA). Figure 3 (page 9) shows the location of the Community Centre within Kirkhill (shown as the orange building) along with the MUGA (shown in blue). Since the building of the Community Centre in 1987, there has been little in the way of structural alteration to the Centre. Routine maintenance has been carried out to ensure that the building is kept wind- and weather-proof but the basic layout is as was originally specified to meet the needs of the community and to comply with building regulations at the time.

The current Community Centre comprises the following accommodation:

- Large main hall
- Two changing rooms serving the adjacent sporting facilities
- Male and female toilets
- Small kitchen

Access to the Community Centre is via one main entrance which leads into the foyer, however the changing rooms have separate access which means they can be accessed independently from the rest of the building. The main hall has a stage at one end which has dual access from the changing rooms and from an external stage door. Figure 4 (Page 10) gives a better idea of the layout of the existing building and Figure 5 (page 11) shows some images of the interior and exterior of the existing building and surrounding facilities.

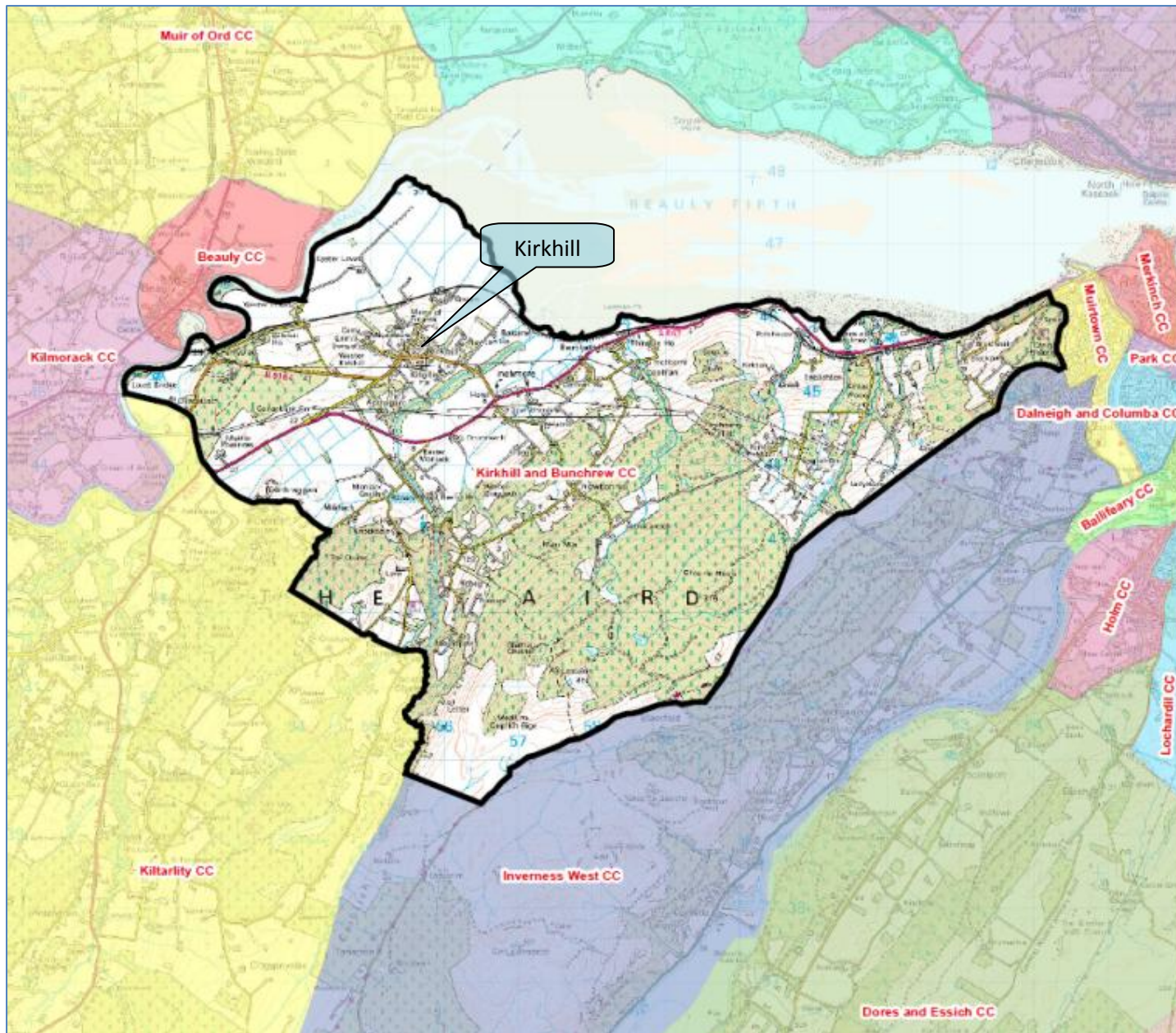


Figure 2: Kirkhill and Bunchrew Community Council Area
 Source: Highland Council Website, 2011

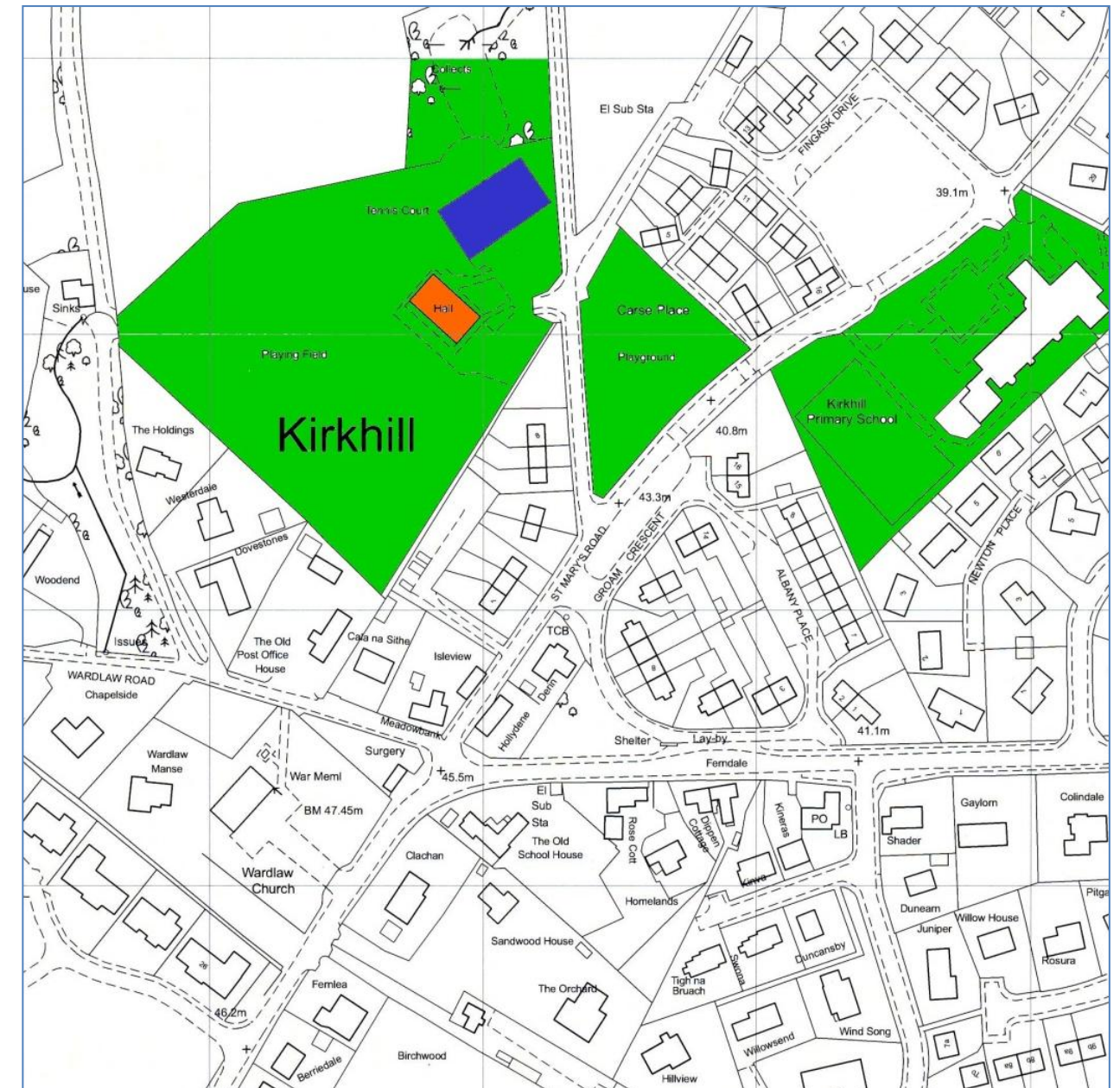


Figure 3: Location of Community Centre and Sporting Facilities within Kirkhill
 Source: KDA

Figure 5: Photos of existing Community Centre.

Source: KDAA



The Community Centre is used for numerous village social and cultural functions and forms the centre of the annual Kirkhill Gala Week events, culminating in the Gala Dance on the evening of the main Gala Day. The facilities at the Community Centre are used at other times of the year predominantly by local organisations such as youth groups, sports activities, community meetings, local arts and crafts and senior citizens groups. The facilities are also available for hire by individual residents.

2.3 Recent Developments

In 2010, a Multi-Use Games Area (MUGA) was installed outside the building to replace the aging tennis court with a facility that can accommodate football, shinty and basketball as well as tennis, on an all-weather court. This replaced the tennis court whose ageing surface was in need of attention.

A project team was formed to oversee the planning and building of the MUGA. This team, comprising of individuals with a wide range of skills, reported back to the KDAA and worked closely with other stakeholders including the local clubs and organisations, the primary and secondary schools, the Highland Council, Kirkhill and Bunchrew Community Trust, Kirkhill and Bunchrew Community Council and Active Schools co-ordinator.

Funding for the MUGA project was obtained from a number of sources including Sportscotland, the Scotland Rural Development Programme and KDAA's own funds. Work began in April 2010, was completed in June 2010 and the facility officially opened on 30 April 2011.

In 2011, the KDAA installed photovoltaic panels on the roof of the Community Centre to generate electricity and income for the Association by means of the Feed in Tariff scheme. This has the additional benefit of reducing the energy imported and improving the sustainability of the Community Centre.

Funding was obtained from Community Energy Scotland for 86% of the costs with the remainder being provided from KDAA funds. Invitations to Tender were sent out to several suppliers and Solar Electricity Systems were selected to supply and fit the panels. The installation of the panels took place in March 2011.

2.4 Motivation for Further Change

Since the establishment of the existing Community Centre in 1987 the population of the Kirkhill and District area has grown dramatically (over 100% increase from 1987 to 2010, source: The Highland Council, 2011) and the management of KDAA are finding that the level of demand for the Centre's facilities is often exceeding availability. Specific details of demographic change within the area in recent decades are provided in Section 4.

Through ongoing formal engagement with both Centre user groups and the wider community, KDAA has observed that there are demands of the community that are not being met by the Community Centre. Currently, potential users are not able to book the Centre due to the existing level of demand. There have also been requests from a number of existing users for the provision of a room where smaller meetings and group sessions could take place. The addition of the MUGA has added to the demand for the facilities, in particular the changing areas and toilets. Users have described the existing toilets and kitchen facilities as inadequate for the needs of the Centre.

2.5 Proposed Future Changes: Kirkhill Centre Forward

Following community consultation and the consideration of options by Erik Lundberg, Chartered Architect, the KDAA is proposing to redevelop and extend the existing Kirkhill Community Centre in an ambitious project entitled Kirkhill Centre Forward. Further work on the design has been carried out by a design team led by White and McGinn architects who will take the project to construction tender stage. The proposed works will include a reconfiguration of the existing space to better meet the needs of users today rather than when the Centre was built. They will also include an extension to provide additional much needed space to accommodate new and existing activities. Figure 6 (page 18) shows the proposed design for the new Community Centre and Figure 7 (page 19) shows proposed elevations.

The redeveloped Kirkhill Community Centre will involve the following elements:

- New community meeting and resource room
- Post Office counter to enable the relocation of currently inadequate premises elsewhere in the village and which will double as a small office/reception
- Informal community cafe space
- Larger and improved kitchen facilities
- Improved toilet facilities
- Improved changing facilities
- Increased storage
- Improved circulation space
- Improved insulation and heating

2.5.1 Kirkhill Post Office

The Post Office in Kirkhill is run as an outreach from the Post Office in Beaully and is manned two mornings a week. It is located in an old corrugated iron structure which also serves as a branch surgery for local doctors, to whom they pay a small rental. The building has significant heating problems, becoming too hot in warm summer weather, and extremely cold in the winter. It is heated by means of an electric heater. The office space is

approximately 3.5m² which is adequate, but the available desk space is cramped. There is limited storage space in the office, although not a lot is required.

The local Post Master would welcome a move to a more comfortable workplace and would be hopeful of attracting more business if located in the Community Centre. He has had verbal confirmation that the Post Office would be willing to install the dedicated telecommunications facilities he would require in the Community Centre.

2.6 Recent Funding Developments

Towards the end of 2011, KDAA was successful in securing project development funds from Highland LEADER and the Highland Council Ward Discretionary Fund, which was matched with their own funds. This enabled the Association to appoint White and McGinn Architects to lead a design team to develop the project to tender stage.

Figure 6: Kirkhill Centre Forward: Proposed New Centre Layout

Source: White and McGinn Architects

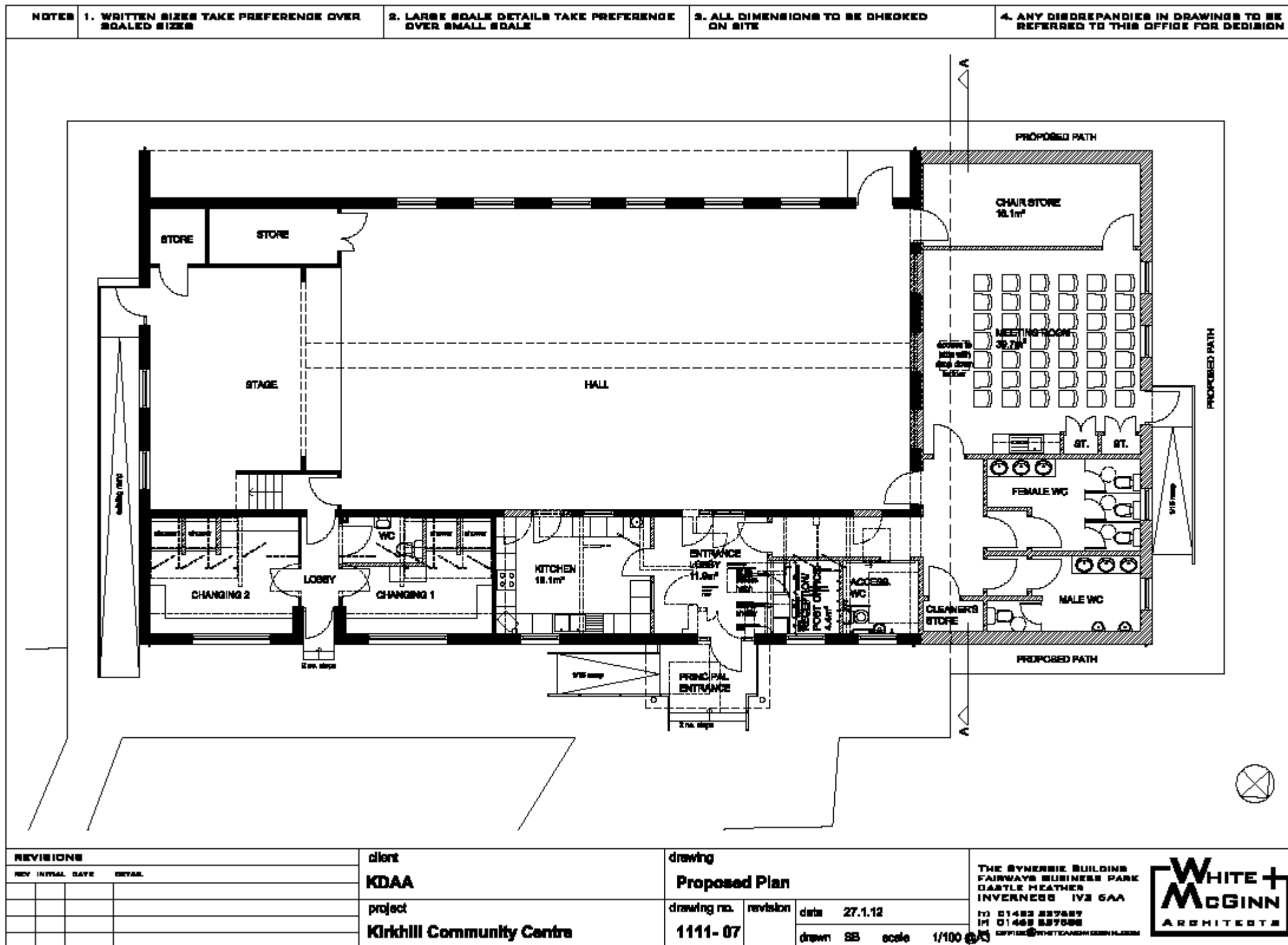
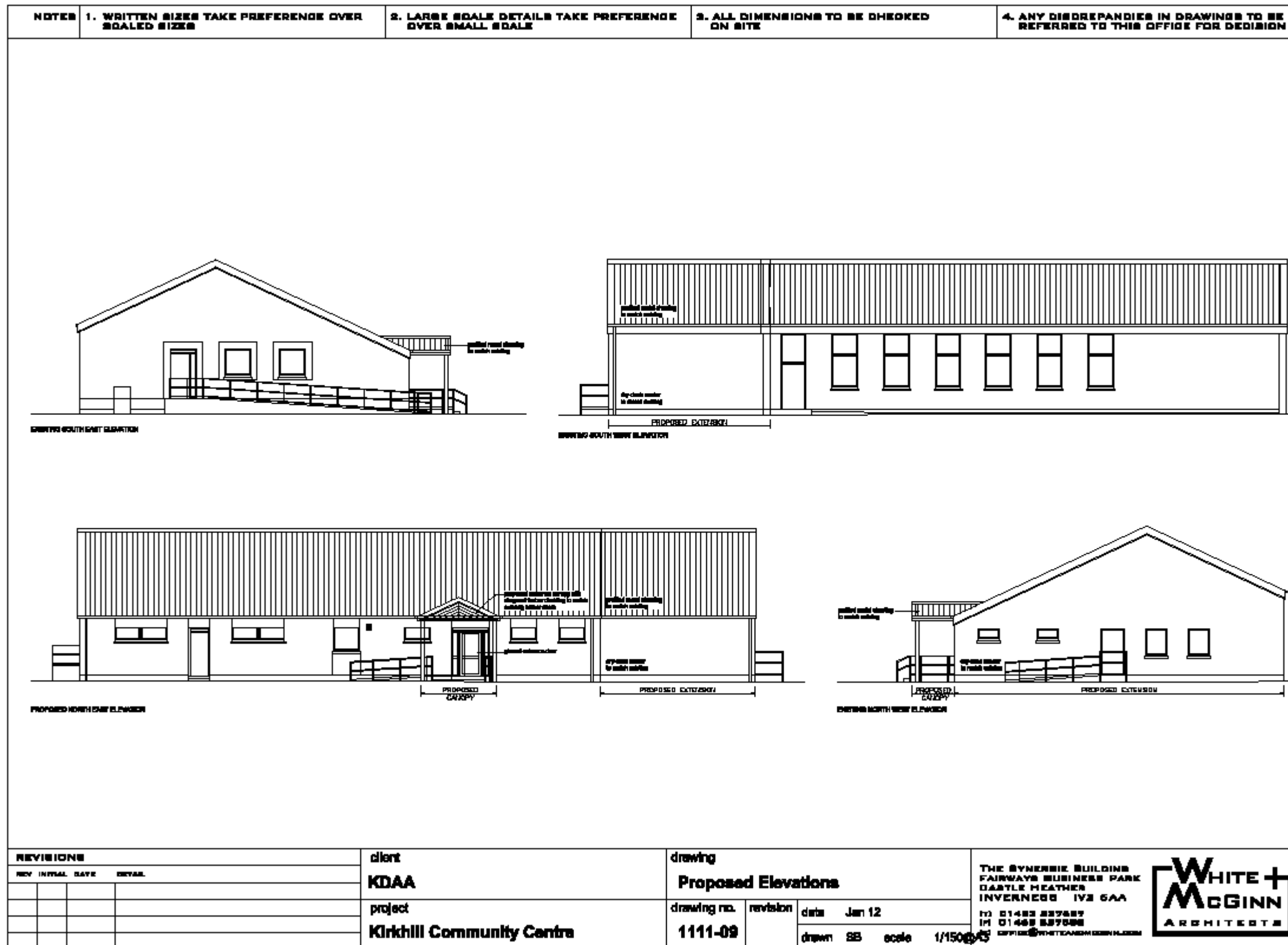


Figure 7: Kirkhill Centre Forward: Proposed Elevations for New Centre

Source: White and McGinn Architects



3 STRATEGIC POLICY CONTEXT

3.1 National Policies

3.1.1 Scottish Government Purpose, Strategic Objectives and National Outcomes

The overriding purpose which all the work of the Scottish Government and its partners is aimed at, and which all projects should contribute towards the achievement of, is;

“To focus the Government and public services on creating a more successful country, with opportunities for all of Scotland to flourish, through increasing sustainable economic growth.”

In order to meet the Purpose and increase the success of the country, the Scottish Government is focusing their actions around five Strategic Objectives;

Wealthier and Fairer – enable businesses to increase their wealth and more people to share fairly in that wealth.

Safer and Stronger – help local communities to flourish, becoming stronger, safer places to live, offering improved opportunities and a better quality of life.

Healthier – help people to sustain and improve their health, especially in disadvantaged communities, ensuring better, local and faster access to health care.

Smarter – expand opportunities for Scots to succeed from nurture through to lifelong learning ensuring higher and more widely shared achievements.

Greener – improve Scotland’s natural and built environment and the sustainable use and enjoyment of it.

Kirkhill Community Centre currently contributes towards meeting four of these Strategic Objectives: Safer and Stronger, Healthier, Smarter and Greener.

Kirkhill Community Centre is community-owned and represents an ideal location for increased social interaction amongst the residents of the Kirkhill area. This therefore contributes to helping the local community to flourish, thus making it stronger and a safer place to live. The proposed improvements to the Community Centre will further contribute to this Objective.

Kirkhill Community Centre also contributes to the Healthier Strategic Objective by providing an indoor space that can be used for a number of sports and leisure activities that are low cost and easily accessible for the local community. Again, the proposed improvements will further contribute to this Objective.

Further, the Kirkhill Community Centre contributes towards the Smarter Strategic Objective by providing a space where it is possible to promote arts and crafts, healthier lifestyles and child development. Similarly, the proposed improvements will further enhance the ability of the Community Centre to contribute towards this Objective.

An energy audit was carried out on the Community Centre in 2009 that identified energy usage and steps to reducing the environmental impact of the Community Centre. As a result, energy efficient lighting was installed to reduce the energy consumption of the Community Centre. These, together with the installation of the PV Panels, are positive steps taken by the KDAA towards helping meet the Greener Strategic Objective. This project will seek to build on these steps and to focus on further improving energy efficiency and awareness in the community.

The relevant National Outcomes to the priorities of KDAA, as outlined in Section 7 of this document, are:

- Our young people are successful learners, confident individuals, effective contributors and responsible citizens
- Our children have the best start in life and are ready to succeed
- We live longer, healthier lives
- We live our lives safe from crime, disorder and danger
- We live in well-designed, sustainable places where we are able to access the amenities and services we need
- We have strong, resilient and supportive communities where people take responsibility for their own actions and how they affect others
- We value and enjoy our built and natural environment and protect it and enhance it for future generations
- We reduce the local and global environmental impact of our consumption and production

Projects to improve the physical environment and amenities at Kirkhill Community Centre will contribute towards these National Outcomes by providing an ideal space for activities provided by the local community that can help to ensure that healthy lives are maintained throughout the community. In addition, the development of this building, already owned by and in the heart of the local community, will further foster pride in the local area and communication among different groups in the community. This will strengthen the community and make the area surrounding Kirkhill a more attractive place to live.

3.1.2 Government Economic Strategy (2007)

The Economic Strategy sets out how the Scottish Government will work with businesses and individuals to achieve the Purpose shown above. Five Strategic Priorities have been set out to achieve the aim of economic growth and a strong, successful Scotland:

- Learning, Skills and Well being
- Supportive Business Environment
- Infrastructure Development and Place
- Effective Government
- Equity

A number of key approaches have been defined in relation to each Strategic Priority. By providing quality facilities that are available to the public for use in the provision of a variety of services, KDAA can contribute towards the Strategic Priorities and their related approaches in the following ways: Learning, Skills and Well-being:

- A focus on giving every child a strong start in life: the redevelopment of Kirkhill Community Centre can help to achieve this by providing additional space for organisations and groups to run activities which contribute towards the positive development of children and young people
- An approach to health and well-being that ensures all Scots enjoy the right level of physical and mental health to give them the opportunity to maximise their potential: the Community Centre contributes towards this priority by providing local and accessible space for the provision of, for example, a number of sports and keep fit activities, healthy eating awareness classes and a meeting place for social groups which contribute to an individual's good mental health
- The creation of the conditions for talented people to live, work and remain in Scotland: Kirkhill Community Centre can help to achieve these conditions by contributing towards the services and facilities available in the Kirkhill area and thus increasing the attractiveness of the local area

3.1.3 The Scottish Economic Recovery Plan (2010)

The Scottish Economic Recovery Plan was updated in March 2010 to reflect the changing challenges facing the economy of Scotland as a result of the economic recession. This Plan aims to stimulate lasting improvements in Scotland's long-term economic performance by concentrating effort in three broad areas:

- Investing in innovation and industries of the future
- Strengthening education and skills
- Supporting jobs and communities

The extension of the facilities on offer at Kirkhill Community Centre would assist the Scottish Government in these areas by providing further opportunities for individuals to thrive and gain additional education and skills and by strengthening the community of Kirkhill through the creation of an inter-generational social hub.

3.1.4 Community Learning and Development Strategy

Community learning and development (CLD) is seen as a key tool in delivering the Scottish Government's commitment to social justice. This Strategy establishes that CLD capacity should be targeted towards strategies and activities aimed at closing the opportunity gap, achieving social justice and encouraging community regeneration. Three national priorities for community learning and development are outlined in the Strategy. The most relevant of these to the extension of Kirkhill Community Centre is:

- Achievement through building community capacity - Building community capacity and influence by enabling people to develop the confidence, understanding and skills required to influence decision making and service delivery.

The opportunity for all residents of the Kirkhill area to participate in the management of the Community Centre through volunteering opportunities and the provision of space for community groups to meet, allows members of the local community to gather the confidence, skills and local support to influence service delivery and ensure that the Kirkhill area is able to flourish. Additionally, through the use of the additional facilities to provide projects involving learning and development, the Community Centre will also contribute towards the other priorities of:

- Achievement through learning for adults: raising standards of achievement in learning for adults through community-based lifelong learning opportunities incorporating the core skills of literacy, numeracy, communications, working with others, problem-solving and information communications technology (ICT)
- Achievement through learning for young people: engaging with young people to facilitate their personal, social and educational development and enable them to gain a voice, influence and a place in society.

3.1.5 All Our Futures: Planning for Scotland with an Ageing Population

The Community Centre can also contribute towards the achievement of national priorities for particular demographic groups. 17.07% of the population of the Kirkhill area is of pensionable age or above and these residents are often active in the community and the most in need of services and facilities in the local area. This Strategy, published in 2007 by

the current Administration, has three basic premises on the best course of action with an ageing population:

- Older people are contributors to life in Scotland
- There are barriers that need to be broken down between generations
- Services should be in place to ensure that people can live life to the full as they grow older

Six priority areas for action have been identified including improving opportunities and removing barriers, forging better links between the generations, improving and maintaining health and well being and offering learning opportunities throughout life. The KDAA can contribute to the achievement of these priorities by providing the facilities to enable the provision of services/activities that cater both specifically for older people and/or encourage intergenerational cooperation.

3.2 Regional and Local Policies

3.2.1 The Highland Single Outcome Agreement

The Highland Single Outcome Agreement (SOA), signed on 27 July 2009, by the Scottish Government and the Highland Community Planning Partnership sets out the priorities which will focus the delivery of better outcomes for the people of the Highlands through specific commitments made by the Council, its community planning partners and the Scottish Government.

The document sets out the joint commitments made by the Highland Community Planning Partnership and the Scottish Government to an agreed set of outcomes. 15 local outcomes have been agreed by the Community Planning Partnership based on the needs and issues identified in the Area profile. These are cast against the 15 national outcomes.

The most relevant of the 15 national outcomes is Outcome 11:

'We have strong, resilient and supportive communities where people take responsibility for their own actions and how they affect others.'

The following local outcome has been agreed by Highland Council under this national outcome:

'Our communities take a greater role in shaping their future.'

The development of Kirkhill Community Centre will be carried out by a local, voluntary, community group in response to consultation on need and demand with the wider local

community. The KDAA has identified the need for the improvement of the Community Centre to meet the needs of current and future generations of residents. The capital project will therefore see this community group taking the lead role in shaping the community's future, securing sustainable community services and facilities.

3.2.2 The Programme of the Highland Council 2009-2011

The Programme of The Highland Council 2009-2011 sets out the Highland Council's priorities between 2009-11 to achieve its ambition of making the Highlands one of Europe's leading regions. The Administration aims to create sustainable communities with more balanced population growth and economic development across the Highlands and to build a fairer and healthier Highlands.

Within this Programme, the following commitments are most relevant to the Kirkhill Community Centre:

- *'Support the development of sporting activities and, in particular, encourage the development and growth of shinty.'*

Kiltarlity and Kirkhill First Shinty presently use Kirkhill Community Centre for indoor shinty training and the refurbishment of the hall will make this more attractive to the children from the Kirkhill area.

- *'Increase the support to community based organisations that provide social, learning and health promoting activities for older people.'*

Redevelopment and refurbishment of Kirkhill Community Centre will revitalise the space available to community based user groups, enabling them to deliver enhanced and new activities in addition to the current popular service provision. This includes activities and services for older people within the community, including senior citizens bowls, senior citizens lunch club and social dancing.

3.2.3 Highland LEADER Programme

The Highland LEADER Local Area Development Plan for Rural Inverness sets out a Single Outcome Agreement and the approaches taken towards achieving this.

Of these, the one with particular relevance to the KDAA is:

- We have strong, resilient and supportive communities where people take responsibility for their own actions and how they affect others:
 - A well supported voluntary sector with sustained high levels of volunteering in the Highlands

- More communities own, manage or have a stake in local assets
- Improved quality of life through community led action and more people feeling connected to their communities

By collaborating to improve the facilities of the Kirkhill Community Centre, the local community will have contributed towards meeting this Outcome.

The project fits with the overall aim of the Rural Inverness Local Community Development Plan to 'enable people living in the Rural Inverness Wards of The Highland Council to realise their ambitions to live in communities where they can fulfil their personal, social and economic potential'.

It also fits with the objectives to:

- Maximise benefits of community assets
- Improve access to services in the community, particularly focusing on the needs of young people and those over 65
- Increase the scope and range of training and learning opportunities available locally

Finally, the project fits with the theme:

- Access to activities, facilities and services

The development plan identifies support for village halls and other community facilities to extend the range of services available locally as the type of project the programme is likely to fund.

4 SOCIO-ECONOMIC CONTEXT AND NEEDS ANALYSIS

4.1 Community Baseline Information

The following section provides baseline information on the demographics of the Kirkhill District.

4.1.1 Use of Statistics

In considering the make-up of the Kirkhill community and the variety of factors that could help to shape the success or failure of any future community centre redevelopment, demographic information has been derived at the most appropriate or available scale including two different sources of data:

- Small Area Population Estimates 1996-2010 at data zone level
- Scottish Index of Multiple Deprivation 2009 at data zone level

Data zones, are small geographic areas with a median population size of 769 persons. Scotland is divided into 6505 data zones in total.

While statistics have been analysed at the smallest available level, this does not coincide exactly with the boundaries for Kirkhill and Bunchrew Community Council and may still cover an area larger than that serviced by the hall. However these figures still allow us to see the makeup of the community and the main issues facing the area. Statistics have been selected to be the most recent possible, however due to the breadth of information included, it is not possible for all data to come from the same year.

4.1.2 Defining Geographical Boundaries

There are three data zones that cover the area serviced by Kirkhill Community Centre:

- S01003795: Moniack
- S01003803: Bunchrew
- S01003842: Kirkhill

The geographical boundaries for these data zones and the Community Council area are highlighted in Figure 8 (overleaf).

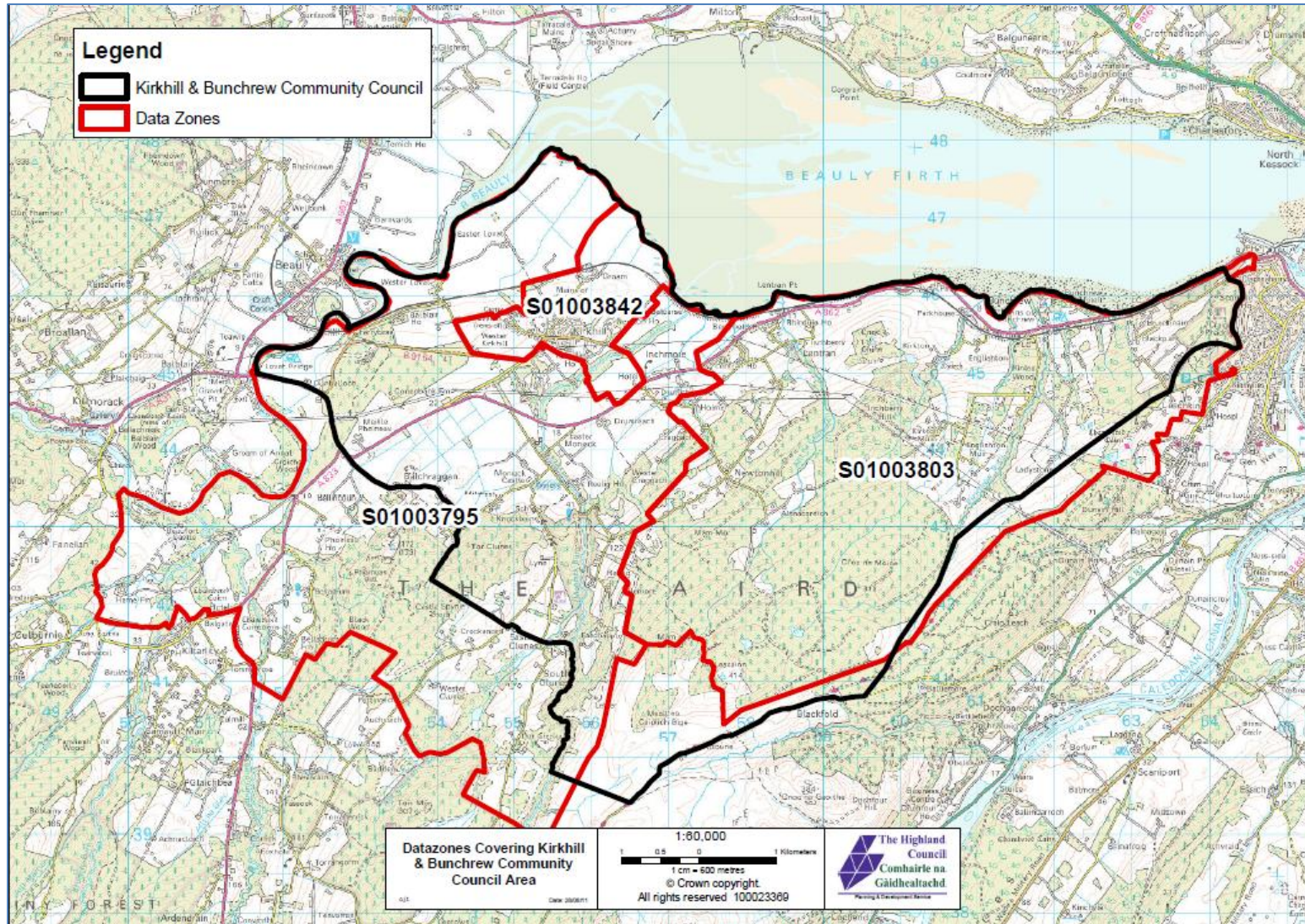


Figure 8: Map of the study area datazones and community council boundaries

Source: Highland Council

4.1.3 Population

Mid-year population estimates for 2010, provided by the General Register Office Scotland (GROS) were released on 30 August 2011. The information is available at data zone level for the data zones which correspond to the study area defined above. Population estimates are shown in Table I with local authority and national figures included for comparison.

Table I: Population Estimates for Study Area Data Zones 30 June 2010

Source: GROS (2011)

Age	Sex	All Kirkhill datazones		Highland Council		Scotland	
		Count	Percentage	Count	Percentage	Count	Percentage
0 - 4	Female	36	1.77%	5,837	2.63%	143,656	2.75%
	Male	60	2.94%	6,302	2.84%	149,864	2.87%
	Total	96	4.71%	12,139	5.48%	293,520	5.62%
5-9	Female	53	2.60%	5,640	2.54%	132,146	2.53%
	Male	53	2.60%	5,941	2.68%	137,912	2.64%
	Total	106	5.20%	11,581	5.23%	270,058	5.17%
10-15	Female	80	3.92%	7,377	3.33%	169,400	3.24%
	Male	74	3.63%	7,974	3.60%	178,816	3.42%
	Total	154	7.55%	15,351	6.93%	348,216	6.67%
Working age	Female	649	31.83%	70769	31.93%	1742263	33.36%
	Male	686	33.64%	70112	31.63%	1688551	32.33%
	Total	1335	65.47%	140881	63.57%	3430814	65.70%
Pensioners	Female	178	8.73%	23272	10.50%	504320	9.66%
	Male	170	8.34%	18406	8.30%	375172	7.18%
	Total	348	17.07%	41678	18.81%	879492	16.84%
All ages	Female	996	48.85%	112,895	50.94%	2,691,785	51.55%
	Male	1,043	51.15%	108,735	49.06%	2,530,315	48.45%
	Total	2,039	100.00%	221,630	100.00%	5,222,100	100.00%

- Lower level of 0-4 years than Highland and Scotland but an over-representation of males within this age group
- Similar level of 5-9 year olds to that of Highland and Scotland
- Over-representation of 10-15 year olds compared to Highland and Scotland
- 1.9% more working age population compared to Highland but similar level to Scotland
- Slightly more pensioners than Scotland as a whole but 1.74% less than Highland Council area
- Smaller proportion of female pensioners than in Highland or Scotland
- Overall less females than males, this is the reverse for Highland and Scotland

Table 2: Population Growth for the study area between 1996 to 2010

Source: GROS (2011); The Highland Council (2011)

Datazone	1987	1996	2010	% growth 1987-2010	% growth 1996-2010
S01003795: Moniack		532	637		19.74%
S01003803: Bunchrew		619	695		12.28%
S01003842: Kirkhill		526	707		34.41%
datazone total	1,000*	1677	2039	103.90%	21.59%
Highland		208650	221630		6.22%
Scotland		5092190	5222100		2.55%

*The Highland Council has estimated the 1987 population of the area as 1,000 people, based on census information from 1981 and 1991 with a small adjustment for differences in the boundaries used for reporting. No datazone areas were used in 1987 to record population and therefore this figure represents a best fit option. The earliest available figures for datazone areas are from 1996 and these have been included to show the more recent population growth.

Considering the difference in population between the year in which the Centre was constructed and present day is essential to demonstrate the need for the facilities to be upgraded and extended to meet the vastly increased demand as a result of population increase. It has only been possible to provide detailed information on population increase at datazone level between 1996 and 2010 and during this time, the local population has increased by over 21%. In the Kirkhill village datazone, the total growth is over 34% and it is assumed that most of the Centre usage is drawn from this immediate area.

However, a best fit population estimate by The Highland Council for 1987 allows for a general assumption to be made on population growth between the year in which the Centre was built (1987) and present day, which equates to over 100% increase. This is a very significant increase and clearly highlights the need for new provision to serve a much larger local population than that originally envisaged when the building was first designed.

4.1.4 Deprivation

The Scottish Index of Multiple Deprivation (SIMD) (2009) analyses all datazone areas in Scotland and ranks them in order of deprivation. There is a total of 6,505 datazones across Scotland. Generally, datazones which fall within the 15% most deprived in Scotland attract targeted national regeneration funding. The SIMD is comprised of five individual domains and the most relevant to the Kirkhill District in terms of demonstrating deprivation are 'geographic access to services, 'health' and 'crime'.

Geographic Access to Services

Table 3 below illustrates that in terms of geographic access to services and telecommunication the datazones that make up the Kirkhill and District area are amongst the most deprived within Scotland with their rank ranging from the most deprived 5.52% to 13.51%, all within the most deprived 15% of the country. Access to services and facilities is vital in remote rural communities, particularly where there is poor public transport provision and especially with current issues around fuel poverty. Provision of quality services, activities and facilities locally in small communities can help address this access deprivation. Redevelopment of Kirkhill Community Centre to better accommodate existing services and accommodate new provision will help act to address access deprivation within this area.

Table 3: SIMD Geographic Access to Services Ranking for Kirkhill

Source: SIMD (2009)

Datzone	Datzone Name	Rank as a percentage
S01003795	Moniack	5.52%
S01003803	Bunchrew	6.33%
S01003842	Kirkhill	13.51%

Health

Whilst the overall figures for health deprivation do not class the study area as health deprived a detailed look at the statistics that make up these rankings highlights that for the datazone to the east of the district (S01003803) their standardised mortality ratio (the ratio of observed to expected deaths) is 40% higher than expected and their rate of emergency admissions to hospital is also 10% high than expected.

Crime

Interestingly the datazone to the south and west of the District (S01003795) is ranked within the most deprived 8.78% of Scotland for crime.

5 DEMAND ANALYSIS

5.1 Kirkhill Community Centre Usage

The usage of Kirkhill Community Centre was analysed for the financial year September 2010 to August 2011. The information was extracted from the booking calendar. The months September 2010 to July 2011 represent actual usage while the month of August represents bookings to date at 1 August 2011.

The community centre is used well throughout the year but there is greater usage over the winter months with the peak in February (Table 4 and Figure 9). However seasonality is not very pronounced and the hall attracts a good number of lets even through the traditionally slow summer period when many clubs and societies don't meet. The average weekly use is 22 hours with a minimum of 13 hours average a week in August and a peak weekly average of 36 hours in February.

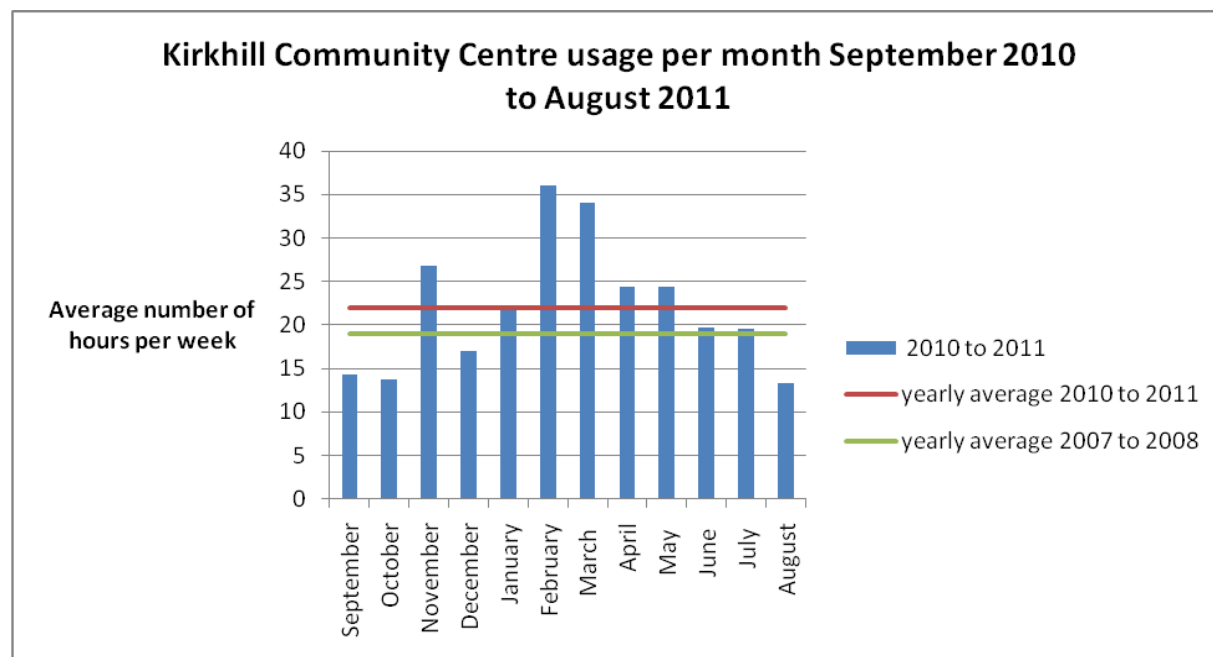
Table 4: Monthly and average weekly usage of community centre

Source: KDAA

	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Hours per year
Hours per month	61.5	60.5	115	75	97.5	144	150.5	104.5	108	84.5	86.5	59	1146.5
Average hours per week	14	14	27	17	22	36	34	24	24	20	20	13	

Figure 9: Monthly Usage of Kirkhill Community Centre

Source: KDAA



Unfortunately KDAA does not have the past detailed usage information to do a similar analysis of use for previous years in order to analyse trends in usage. There is however some limited data from 2007 to 2008 which allowed the calculation of a yearly average. This shows an increase in the yearly average from 19 hours a week in 2007/2008 to 22 hours a week in 2010 /2011. This equates to a 14% increase in use between the three financial years.

5.1.1 Activities Taking Place in the Community Centre

A wide range of activities currently take place in the Community Centre as outlined in Table 5 below and Figure 10 overleaf.

Table 5: List of Hall User Groups

Source: KDAA

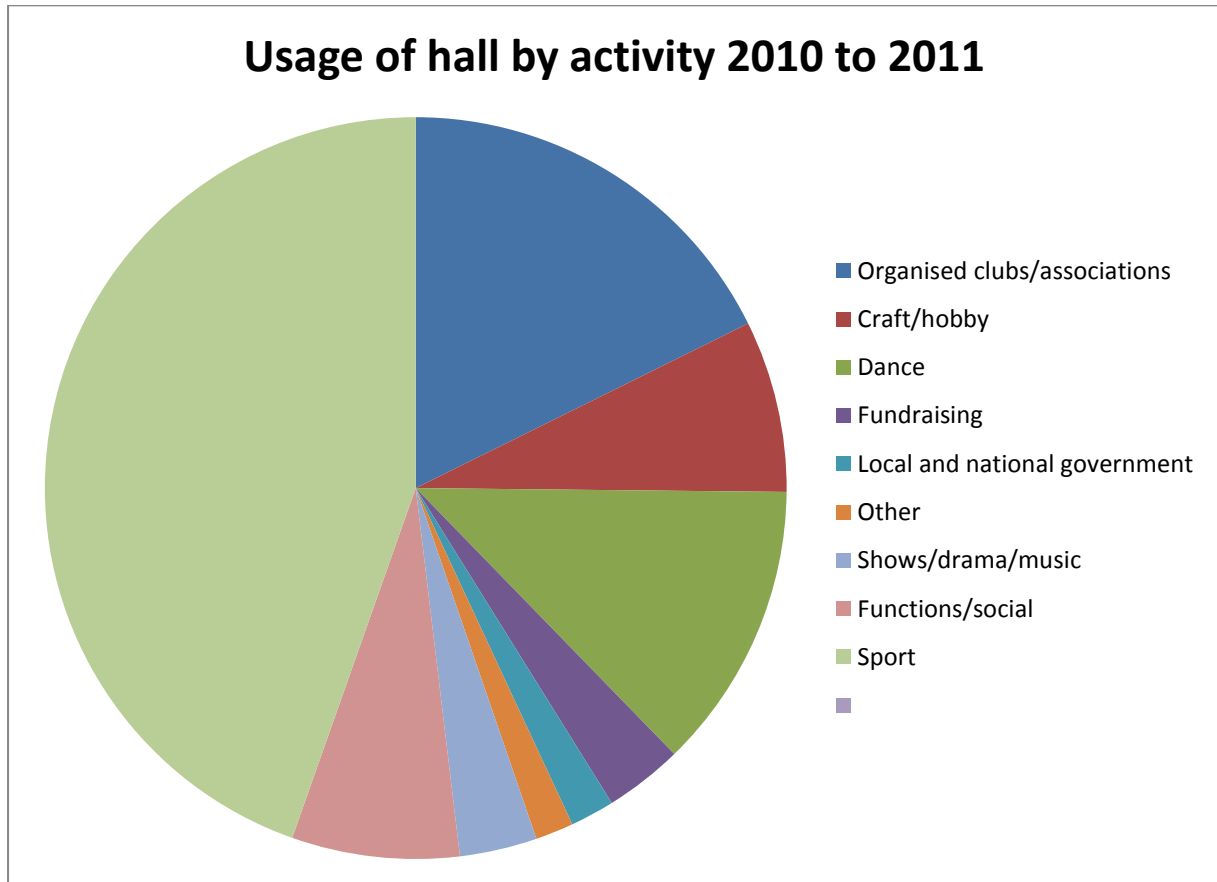
Cubs	Badminton	Junior parties
Beavers	Fraser School of dancing	Adult parties
Bowls club	Shinty (adult and junior)	Social dancing
Senior citizens bowls	Senior citizens lunch club	Orrin dancers
Bowls competitions	Craft club	Tea dance
Ready, steady go (youth sports)	Karate	Patches class (craft)
Jo Club (youth sports)	Chattabox (children's holiday club)	Handwork class
Tots	SWRI	CAT class (craft)
Music practice	Fundraisers	Polling station
Committee meetings	Concert	Kirkhill's got talent
Primary School	Church	Quiz
Gala	MP surgery	

The Community Centre is most used for sports activities which accounts for 45% of the use. The sports most taken part in are bowls, shinty and multisports. The bowls club is a very regular user and has weekly sessions through the winter, including senior citizens sessions and competitions. Two commercial multisports clubs for children operate from the Centre. One holds several daily sessions in the easter and summer holidays while the other holds regularly weekly sessions during the school term. Both junior and adult shinty training take

place in the hall. Badminton sessions are mostly booked on a private basis but an informal weekly group also meets during the winter.

Figure 10: Usage of Community Centre by Activity 2010 to 2011

Source: KDAA



Clubs and associations accounted for 18% of the Community Centre use. These include Kirkhill Cubs and Beavers and Kirkhill Tots who meet weekly in term time and the Scottish Women’s Rural Institute (SWRI) who meet monthly.

The Community Centre is well used by dance groups (13%). The Fraser School of Dancing teaches highland dancing to children. The Orrin Dancers, an adult Scottish county dance group uses the hall two Sundays a month over the winter and a social dancing group hold an evening dance two Saturday nights a month.

Social functions are an important part of the hall activity (7%) and these include both adult and junior private parties, the senior citizens lunch club and quiz nights.

The community centre is only used for a small percentage of the time for show, drama and music (3%). However Kirkhill’s Got Talent is an important event that brings the whole community together and raises funds for community organisations.

Fundraising use (3%) includes the annual Gala Week which is a very important social occasion that brings the whole community together.

Local and national government only use the hall for 2% of the time and this is as a local polling station and for politicians' surgeries and occasional school use.

5.1.2 Age of Hall Users

Analysis of the hall users by age group is summarised in Figure 11 and shows that the activities cater for all ages in the community. Groups for children and young people (4-18 years) account for 46% of use and adults 31%. Older people (over 60) specifically account for only 5% but many of those counted as adults will also be from this age range. For instance the SWRI, bowls and craft club have high percentages of older people. However, of the young people's activities most are aimed at the primary years such as Cubs and Beavers, multisports and highland dancing and there are few activities for young people from 11 to 18.

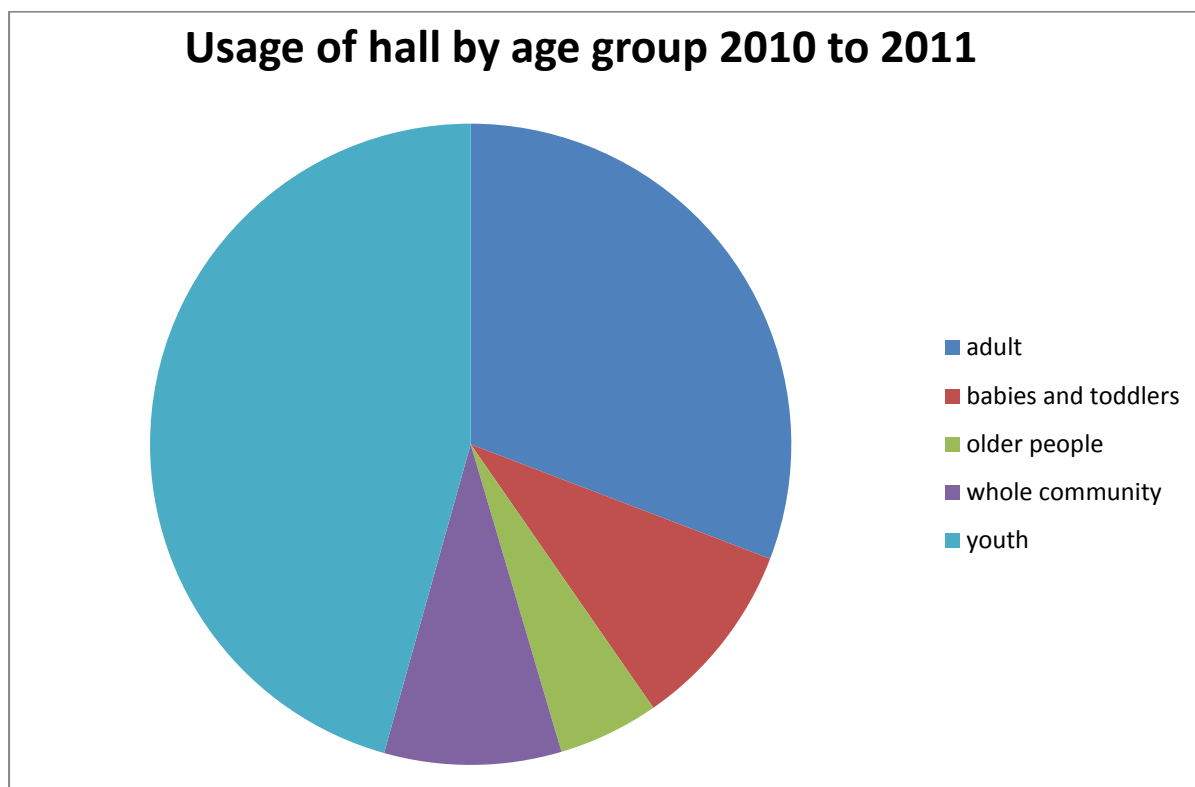


Figure 11: Usage of Hall by Age Group 2010 to 2011

Source: KDAA

5.1.3 Diary of Use

The diary of use for the month of March 2011 shows the range of activities taking place in the community centre and the times that the facility is used. Weekdays are most busy and

the hall is used every weekday evening but also during the day on most days. In addition the Centre is also well used at weekends, mostly for social events.

Table 6: Kirkhill Community Centre diary March 2011

		Tuesday 1st 17.15 -18.15 Beavers 18.30 – 20.00 Cubs 20.15 – 21.15 Badminton	Wed 2nd 10.00 - 11.30 Tots 12.00-13.30 Lunch Club 14.00-16.00 Senior Citizens bowls 18.00-20.00 Shinty	Thurs 3rd 10.00– 14.00 Handwork Class 19.30 – 21.30 WRI	Friday 4th 10.00 – 11.30 Tots 15.30 – 17.30 Fraser School of Dancing 19.00 – 21.00 Quiz Night	Saturday 5th 20.00 – 24.00 Social Dancing
Sunday 6th	Monday 7th 13.30-15.00 Craft Club 15.30 – 18.30 Ready, Steady, Go 19.00 – 22.00 Bowls	Tuesday 8th 17.15 -18.15 Beavers 18.30 – 20.00 Cubs 20.15 – 21.15 Badminton	Wed 9th 10.00 - 11.30 Tots 13.00-16.00 Senior Citizens bowls 18.00-20.00 Shinty	Thurs 10th 10.00– 14.00 Handwork Class 19.30 – 21.30 Kirkhill's Got Talent	Friday 11th 10.00 – 11.30 Tots 15.30 – 17.30 Fraser School of Dancing	Sat 12th 9.00 – 15.30 Bowls competition
Sunday 13th 11.00 – 12.00 Badminton 14.00 – 16.30 Kirkhill's Got Talent	Monday 14th	Tuesday 15th 15.45 – 16.45 Dancing 17.15 -18.15 Beavers 18.30 – 20.00 Cubs 20.15 – 21.15 Badminton	Wed 16th 10.00 - 11.30 Tots 14.00-16.00 Senior Citizens bowls 18.00-20.00 Shinty	Thurs 17th 10.00– 14.00 Handwork Class 19.30 – 22.30 Kirkhill's Got Talent	Friday 18th 10.00 – 11.30 Tots 15.30 – 17.30 Fraser School of Dancing	Sat 19th 19.30 – 23.30 Adult party
Sunday 20th 10.30 – 12.30 Church 14.00 – 16.00 Kirkhill's Got Talent	Monday 21st 13.30-15.00 Craft Club 15.30 – 18.30 Ready, Steady, Go 19.00 – 22.00 Bowls	Tuesday 22nd 17.15 -18.15 Beavers 18.30 – 20.00 Cubs 20.15 – 21.15 Badminton	Wed 23rd 10.00 - 11.30 Tots 13.00-17.00 Senior Citizens bowls 18.00-20.00 Shinty	Thurs 24th 10.00– 14.00 Handwork Class 19.30 – 21.30 Kirkhill's Got Talent	Friday 25th 10.00 – 11.30 Tots 15.30 – 17.30 Fraser School of Dancing	Sat 26th 14.00 – 16.00 Junior party 20.00 – 24.00 Social Dancing
Sunday 27th 14.00 – 18.00 Kirkhill's Got Talent	Monday 28th 13.30-15.00 Craft Club 15.30 – 18.30 Ready, Steady, Go 19.00 – 22.00 Bowls	Tuesday 29th 17.15 -18.15 Beavers 18.30 – 20.00 Cubs 20.15 – 21.15 Badminton	Wed 30th 10.00 - 11.30 Tots 14.00-16.00 Senior Citizens bowls 18.00-20.00 Shinty 20.15 – 21.15 Kirkhill's Got Talent	Thurs 31st 10.00– 15.00 Handwork Class 18.30 – 22.00 Kirkhill's Got Talent		

5.2 Community Feedback on the Current Facility

5.2.1 Informal Open Night, November 2009

In November 2009 KDAA ran an informal open evening to find out what the community thought about the community centre and grounds and how they are managed. It was intended to identify actions for the management committee to take forward in the short and medium term.

Questions were put on flip charts and attendees invited to add comments on post it notes. Around 25 people attended. The results, therefore, reflect a snapshot of views from those that attended but may reflect wider views, concerns and ideas.

Detailed comments from the Open Night are provided in Appendix 2.

5.2.1.1 Hall and Grounds

The hall and grounds were generally thought to be well maintained and managed. They are considered central, accessible and with good parking. They are recognised as good flexible facilities that are affordable for local groups.

When asked to consider what they didn't like about the hall and grounds most comments were about the kitchen and toilets. They were identified as needing attention as they are considered drab and uninviting. The lack of a small meeting room was also identified. The pitches were considered boggy and poorly drained. Other things that were considered in need of attention were the lighting which was considered harsh for some events and heating which was not liked by some.

When asked to suggest ideas for improving the hall and grounds several comments suggested creating more space for storage, meeting rooms or shop/café. The kitchen and toilets were also identified for improvement. Some renewal of equipment and redecorating of the hall was suggested. An improvement to the look of the grounds through tree planting and garden areas was identified.

5.2.1.2 Management

When asked to suggest ideas for improving the running of the facilities most of the comments were around making better use of the web for advertising activities and bookings. There were also some suggestions for using notice boards better. There was a suggestion to employ a groundsman/janitor.

Participants were asked if there was anything else they would like to say. Two suggestions supported the idea of community volunteer days and more joint events between organisations. More social events were also suggested. One comment made the point that the fabric of the hall as it stands needs attention before an extension is considered.

5.2.2 User Group Meeting, March 2010

To develop the suggestions further from the community open night and ensure that all hall users had an opportunity to contribute their views and ideas they were invited to a meeting in March 2010 to give feedback as to what improvements they would consider the most beneficial to help the KDAA plan future improvements and upgrades.

For those unable to attend comments were accepted in writing.

At the meeting the following hall users were represented:

- Kirkhill Bowling Club
- Kirkhill Cubs
- Kirkhill Tots

Written comments were also received from a number of hall user groups that were unable to attend the meeting, namely:

- Senior Citizens Craft Club
- Kirkhill SWRI
- Glen Orrin Dancers
- Social Dancers
- Senior Citizens Bowling Club
- Senior Citizens Lunch Club

In the meeting with the centre users, there was a general discussion of ideas coming from the November 2009 meeting and a few new ideas were identified. Those attending were then asked to vote for the ideas that they would like to prioritise. The following tables show the votes for the various ideas presented to the meeting.

Table 7: User Groups Ideas for Improving the Facilities

Have you any ideas for improving the hall and grounds?	
Idea	Votes
Kitchen needs brightening up, redecorated/upgraded	9
Toilets need brightening up/redecorated/upgraded	9
Small meeting room needed and more storage	6
General redecoration required	6
Draught proofing windows	4
Line wall internally (better finish/insulation)	4
Hot water in kitchen needs attention (too hot)	1
Improve heating	1
Fridge in kitchen	1
More ambient lighting	0
Add community cafe/shop	0

Table 8: User Groups Ideas for Improving Operations and Management

Have you any ideas for improving the running of the facilities (e.g. communication, booking, notices, management)?	
Idea	Votes
Notice board outside hall with booking information	12
Hall booking information and calendar on website	7
Event and activity information on website	6
Alternative booking contacts	1

Table 9: Additional Comments from those who were unable to attend the meeting

Idea	No. of Comments
Add function room with toilets, kitchen and store	5
Storage for chairs and tables at floor level (not on stage)	2
Better kitchen	1
Check hot water	1
General redecoration	1
Check outside door lock	1
Upgrade toilets	1

In summary, it could be seen that existing hall users would most like to see upgrades to the kitchen and toilets while there was almost an equally strong desire to create a new smaller meeting/function room with associated kitchen, toilets and storage. General redecoration, draught proofing of windows and internal lining of the walls also received a good deal of support.

5.2.3 Survey Monkey Questionnaire

It was felt by the KDAA that there were a number of potential users whose needs were not currently served by the Community Centre. With this in mind, an online survey was conducted to determine the views of the community at large and to find out what would attract these potential users.

A community consultation questionnaire was designed for Survey Monkey in order to get the views of the Community Centre from the wider community. Links to the survey were posted on the community website and facebook site, advertised in the community newsletter, Crannog, and posted in the primary school notices. In addition paper versions were printed and distributed at Kirkhill Church, at the village market and at the annual gala day. The survey was open from April to June 2011.

A total of 84 responses were received.

Hall and Grounds

Three quarters of the respondents are current users of the hall and 31% of them organised or ran events in the hall. Most users of the hall used it weekly (41%) with a significant proportion (23%) using it every few months. Nobody used the hall daily.

The users of the hall undertook a very wide range of activities. Children's and youth groups had the highest percentage (37%) but shows and drama, sport, functions and fundraising and clubs were also activities undertaken by over 20% of the respondents. Other activities that the hall was used for were elections, gala day, market and church activities.

Of the 21% that didn't use the hall most were unsure of what facilities and activities were on offer. A third were not sure how to book the facility and a third thought there was a lack of facilities and services. Comments were:

- We don't use the hall regularly but appreciate that it is a very important resource for the community and the little community at Reelig may well find it very beneficial.
- To make the facility more marketable, it may be nice to see it being used for additional things (e.g. evening classes). We have the facility - why not use it more fully?
- I live in Bunchrew and tend to work in the evening. These factors work against frequent use of the hall.
- No idea how to book the venue and don't know where to find this info??
- As previous comments.
- Would use the hall if there was a smaller room, eg for meetings.
- A regular fitness class - how do we find out when these are on?
- No current requirement
- No small meeting room
- Use other local premises. Less rules and less expensive.
- No need currently

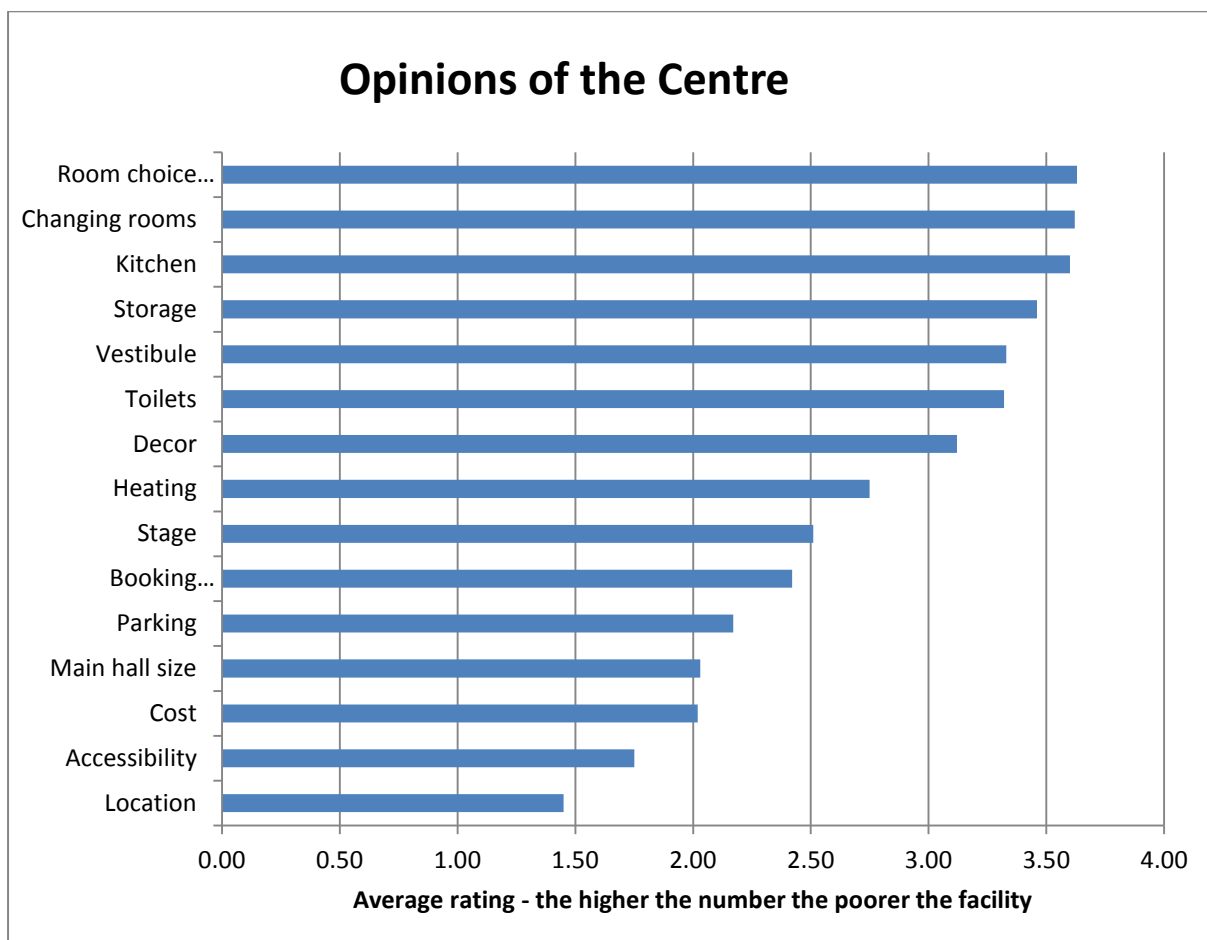
Respondents were asked to rate various aspects of the hall. Comments included:

- The location of the hall is considered excellent by 60% of respondents and good or excellent by 96%. None thought it poor or very poor.
- The hall is thought to be accessible by all respondents. 84% thought accessibility excellent or good, none thought it poor or very poor.
- The cost of hiring the hall was seen to be good or excellent by 61% of respondents. Only 1% thought it poor or very poor.
- 79% thought the main hall size good or excellent. Only 4% thought it poor or very poor.
- Parking at the hall was thought excellent or good by 70% of respondents. Only 4% thought it poor or very poor.

- Although 38% thought the booking arrangements good or excellent, 19% thought they were average and 11% thought they were poor or very poor.
- 41% thought the stage excellent or good and 37% thought it average. Only 7% thought it poor or very poor.
- 39% percent rated the heating good or excellent while 39% thought it average. 13% thought it poor or very poor.
- Most people (51%) though that the décor was only average while 24% rated it as poor or very poor.
- 37% rated the toilets as average but 40% thought they were poor or very poor.

These opinions are summarised in Figure 12 below.

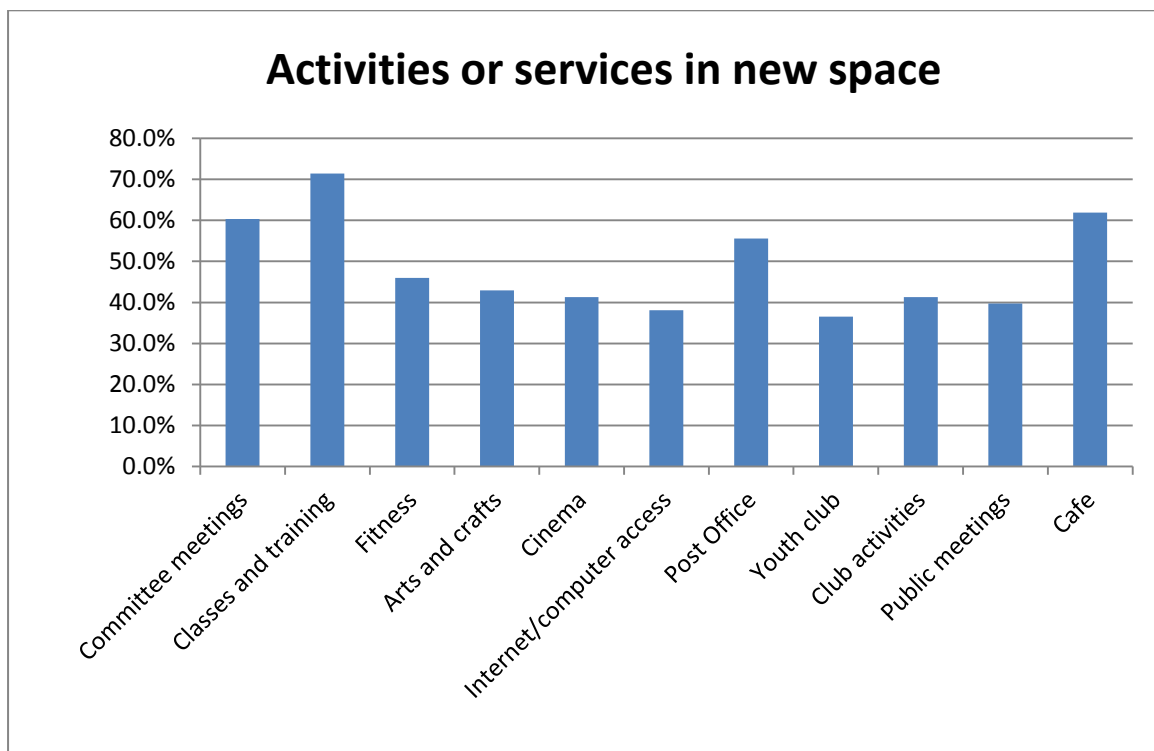
Figure 12: Community Opinions of the Centre



Respondents were asked if they would like to see the addition of a small hall/meeting room. 93% of respondents said yes.

They were then asked what activities or services they would like to see developed or offered in a small hall/meeting room. Classes and training were most popular (73%) as well as a café (58%) and committee meeting (63%). 55% would like to see the Post Office in the hall. These results are summaries in Figure 13 below.

Figure 13: Activities or Services the Community would like to see in the Community Centre



Respondents were then asked to say what activities or events they currently run (or wish to run) that would use a small hall/meeting room. Sixteen people responded and their comments were:

Meetings

- Committee meetings.
- Useful for committee / leader meetings when other clubs are using the main hall.
- Meeting (sic) for parents to sit while waiting for children at club, i.e. coffee.
- Meetings with smaller groups away from main body of people & quiet times.

- It would be great for holding committee meetings.
- Meetings. Smaller groups could run alongside bigger groups
- Local community trust meetings.

Café/drop in

- It would be great to have an area that parents waiting for children attending activities could wait and maybe have a cup of coffee.
- It would be good to be open some of the time as a drop in meeting place.
- Senior citizens lunch club.

Craft/hobbies

- Crafts and other table based activities, guest speakers.
- Our own craft club.
- Small craft get togethers i.e. knitting groups.
- Art class and homework club.
- Hobbies.

Fitness/health

- Fitness classes.
- Would like to run a fitness class.
- Weight loss groups i.e. Scottish slimmers.

Youth

- Children's Holiday Club.
- Child parties.
- Smaller children's parties. Rainbows, Brownies, Guides, Rangers.

Drama/music

- Ceilidhs / Concerts. Small hall to keep outfits etc when on stage. Could be used for dressing room for concerts if you had school children etc.

Respondents were also asked what other improvements to the community centre they would like to see being carried out. Thirty one responded and their comments have been sorted into categories:

Changing rooms

- Sports Changing facilities that are "fit for purpose".
- New showers, bigger changing rooms, new football pitch.
- I would like to see the stage area improved including the changing room area so that the hall could be used more often for theatrical or musical shows.

- Bigger changing rooms.
- Larger changing rooms.

Kitchen

- A new easily accessible kitchen. The current kitchen is too small for our use. Also increased storage in the kitchen and in the hall would be a major advantage to us.
- More space in kitchen.
- New kitchen.
- Larger kitchen.
- Larger kitchen.
- Better kitchen.
- A larger kitchen would be a great benefit. The small size makes doing cooking for cubs/beaver difficult.
- Upgrade kitchen and storage facilities. Could do with a paint too.
- Kitchen updated.
- Kitchen.
- New improved kitchen.
- Kitchen upgrade.

Toilets

- Better toilets and disabled toilet.
- Toilet revamp.
- Better toilets.
- Toilets.

Storage

- Chair storage, small changing room.
- Room to keep tables and chairs and to keep stage empty.

Vestibule

- More spacious vestibule
- Larger vestibule
- Improve reception area as dropping off / picking up for classes is cramped + chaos.
- Secure area for hanging coats

Decoration/cleaning

- A general re-vamp to brighten it up and bring it up to date.
- Painted inside.
- Good clean and interior decoration.
- Hall painted inside. Deep clean (sound proof tiles cleaned).

Booking

- On line booking system or at least better info about how to book and more accessible booking.
- Better advertising of what is on and proposals.

Parking

- Marked out disabled parking.
- Better layout of parking area.
- Covered cycle parking.

Other comments

- Anything needed by the community.
- Events for people who suffer from long term conditions, e.g. MS, arthritis, Parkinson's, etc.
- New back drop on stage.
- Would like young people asked what they might like.
- Path at front fixed.
- Insulation. Upgrade electrics, lighting.
- Bigger and more activities.
- Bigger.
- Better access to MUGA, especially for youth.
- Level paving slabs around outside of hall.

5.3 Conclusions

From this consultation the following conclusion can be drawn about the perception of the Community Centre by people in the area and the priorities for developing and improving the facilities for the benefit of the community:

- All age groups are represented in this survey but most were in the age range 40 to 49
- Most respondents use the hall and nearly a third of them are responsible for running or organising events and activities
- Most use the hall on a weekly basis and for a wide range of activities
- Of those that didn't use the hall most were unsure of what facilities and activities were on offer or how to book the facility
- The areas identified as the poorest and in most need of improvement are room choice and flexibility, the changing rooms and kitchen:
 - 93% of respondents would like to see the addition of a small hall or meeting room

- The greatest number of comments were made about the need for a bigger and better kitchen
- The changing rooms need to be reorganised, heated and refurbished
- The toilets, vestibule, décor and storage provision were also identified as being poor:
 - The toilets require general refurbishment
 - The vestibule is too small for circulation, waiting and changing before and after activities
 - Storage provision needs to be increased.
 - General decoration is needed
- Main hall size, parking, cost, accessibility and location were rated as good;
- The heating, stage and booking systems are adequate;
- Classes and training (especially crafts), a café and committee meetings were the most popular events or activities respondents would like to see in a new small hall or meeting room. A large percentage of respondents would like to see the Post Office located in the hall. An informal space for meeting people/waiting for children with tea and coffee making facilities is desirable.

6 KIRKHILL CENTRE FORWARD: OPTIONS APPRAISAL

Taking on board the conclusions from the needs and demands analysis KDAA has three options to consider for the future of community facilities in the area.

6.1 Do Nothing

The existing building has been functional since its construction in 1987 following the development of the Amenities Association in 1985. During this period the Association has not sat back and let the Centre slowly decline but has put a great deal of energy and enthusiasm into its retention and improvement as a focal point for the village. Having very recently constructed an adjacent MUGA, and installed new Photo Voltaic panels earlier this year, for KDAA doing nothing is not a viable option as this wouldn't maximise existing new resources and associated revenue streams. To do nothing in terms of large scale capital development would only result from failure to attract sufficient funding or an impassable situation with regard to planning permission. If either case did occur the Association would still be in a position to carry out a smaller scale phased refurbishment and development using funding already secured and that which they will be able to achieve in the coming years.

6.2 Redevelopment and Extension of Existing Building

Given the progress that has been made around the Centre and in the Centre a logical progression from this would be to consider how best to adapt and refurbish a well liked, well used building to ensure long term use and future financial viability. The plans drawn up through engagement with local residents, open days and committee meetings in talks with the design team reflect a practical, least cost solution to expanding a building to complement the new MUGA and provide meeting spaces which are not currently available at a smaller scale within the Centre. As the building, which has been well maintained, reaches its 25th year, it is appropriate that an overall refurbishment of the building takes place, along with the realignment of rooms to better reflect the needs and demands of Kirkhill in the 21st Century.

6.3 New Build

The building is structurally sound and there is no requirement to demolish all or part of the structure. The cost of demolition followed by new build would be considerably more expensive than rehabilitation and the community's requirements would be for a building similar to the refurbished, extended one proposed.

6.4 Rankings

While it appears self evident that extending and refurbishment is the best development option for the KDAA, Table 10 below awards a maximum of five points down to one point against 10 criteria that will affect the option that should be taken forward and confirms the option appraisal above.

Table 10: Ranking of Development Options

Building Development Option	Cost of development	Ease of development	Opportunity to involve local people in development	Most likely to be used by the wider community	Potential for long term benefits	Opportunity for diversification of activities/future use of facility	Attraction of facility to external use	Most likely to attract funding	Shortest Timescale	Lowest Running Costs	Totals
Do Nothing	5	5	3	3	4	2	3	1	5	2	32
Refurbishment & Extension	3	3	5	5	5	4	4	3	4	3	39
Demolition & New Build	1	1	5	5	5	5	5	2	2	4	35

7 COSTS AND FUNDING

7.1 Capital Costs

The capital costs for the Kirkhill Centre Forward project have been estimated by Derek MacLeod Construction Services Ltd, chartered quantity surveyors. They are presented in Table 11 below.

Table 11: Cost Estimate for the Proposed Improvements

Cost Element	Cost
Capital works (extension and redevelopment of service spaces)	223,334
Contingency on main works at 10%	£22,333
VAT on capital works	£49,133
Professional fees	£5,735
VAT on professional fees	£1,147
Total Capital Costs	£301,683

7.2 Capital Funding

Appendix 2 to this Business Plan shows the capital funding strategy to meet the costs shown above is presented in Table 12 below.

Table 12: Capital Funding Strategy

Funder	Amount
Highland LEADER	£147,272
KDAA own funds	£51,935
Climate Challenge Fund (insulation costs)	£53,476
Highland Council Ward Discretionary Fund	£2,000
Garfield Weston Foundation	£20,000
Robertson Trust	£22,000
Trusthouse Charitable Foundation	£5,000
Total Funding	£301,683

7.3 Phase 2 Capital Costs

There will be an additional capital stage once the building phase has been completed, phase 2 capital works. This involves the fitting out of the building, and this will include the following equipment:

- ICT equipment
- Kitchen appliances
- Chairs and tables
- Other furniture and equipment.

It is anticipated that these costs will not exceed £15,000 and potential funding sources identified include Awards for All, Scottish Community Foundation, Postcode Lottery Trust and the Co-

operative Group Community Fund. KDAA will prepare applications for submission to these sources during the Phase I capital works.

7.4 Revenue

A five year revenue forecast has been devised for the Community Centre and this is shown in Table 13 below. The years are in line with KDAA's financial accounting years and run from September to August. The baseline year is 2010/11 (September 2010 to August 2011) which relates to the most recent accounts available; the first operational year in the revenue plan is therefore the current financial year, September 2011 to August 2012.

Table 13: Five Year Revenue Forecast

	2010/11 baseline	2011/12	2012/13	2013/14	2014/15	2015/16
Income						
Donations						
Grants	1,000	1,030	1,061	1,093	1,126	1,159
Fundraising	13,555	13,962	14,381	14,812	15,256	15,714
Bank Interest	171	178	185	192	200	208
Receipts for Charitable activities						
Community centre rents	6,093	3,047	6,702	6,836	6,973	7,113
MUGA rents	937	974	1,013	1,054	1,096	1,140
Other						
	21,756	19,190	23,342	23,987	24,651	25,334
Expenditure						
Cost of fundraising	3,920	4,077	4,240	4,409	4,586	4,769
Cost of charitable activities	6,445	6,703	6,971	7,250	7,540	7,841
Grants & Donations						
Governance costs	96	100	104	108	112	117
Purchase of equipment	295	307	319	332	345	359
Other						
	10,756	11,187	11,634	12,099	12,583	13,086
Surplus/deficit	£11,000	£8,003	£11,708	£11,888	£12,068	£12,248

The following assumptions have been made in the plan:

- The build programme is expected to cover four months over the summer of 2011/12. This is the period when the Centre generates the least amount of income and therefore downtime is not likely to have a significant impact on income. It has been anticipated that income from Centre lets will be reduced by 25% during this year

- It is assumed that there will be a 4% increase p.a. on income including bank interest and MUGA rents
- It is assumed that there will be an increase in rental income derived from increased letting space of 10% of the baseline figures in the first year of operation from the Centre reopening. This is a very modest estimate and it is likely that income will be significantly higher
- Fundraising and grants have an assumed increase of 3% p.a. (closer to the usual inflation rate)
- Expenditure items have an assumed annual increase of 4%. Although the space will increase the costs associated with running the building they should not increase significantly because the refurbishment will include a new, more economical heating system and increased insulation measures. The centre will also be fully refurbished which will reduce costs of maintenance for at least five years.
- Cost of charitable activities includes electricity, cleaner's wages, insurance, fire protection, cleaning materials, centre maintenance and MUGA maintenance
- Governance costs include independent examiners' fee and meeting and AGM costs.

Based upon the figures shown in the above revenue plan, the Centre will clearly continue to generate a profit and not require any additional revenue funding. As is evident from the figures, the Centre generates a profit before any fundraising income is taken into account and is sustainable business through letting space alone. Fundraising will enable to the KDAA to develop new activities for the community.

7.4.1 Charging Structure

Table 14 (shown overleaf) shows the charging structure for the Centre. This will be reviewed before the centre reopens to reflect the upgraded facilities, new letting space and costs of running the centre. Thereafter the charging structure will be reviewed annually.

7.5 Loan Finance

As KDAA generates a surplus annually loan finance will be considered as an option if unable to secure all the funds required through grant applications. The main providers of social investment loans in Scotland are Social Investment Scotland and Big Issue Invest. More information is provided on these in the funding strategy shown in Appendix 4, however the Association may be able to achieve a better deal through a traditional commercial loan with its bank.

Table 14: Charging Structure for Kirkhill Community Centre

Usage		Charge
Non Local	(i) Trade Stalls, Wedding Receptions	£12 per hour

	(ii) Picnics, BBQs, Dances etc. (iii) League Bowling Competitions (iv) Dance Parties under 40 in number	£10 per hour £6 per hour £9 per hour
Local Functions	(i) Dances, Discos, Ceilidhs, Burns Suppers, Auctions, Fashion Shows, Races, Adult Parties (ii) Children's Parties (iii) Primary School Discos, Beetle Drives etc. (iv) Senior Citizens' Parties (v) Club Meetings- e.g. Tots, Ready Steady Go, Bowls, Youth get together, etc. (vi) Senior Citizens' Clubs (vii) Whist Drives, Coffee Mornings, Quizzes, Jumble Sales, Craft Fairs, Bingo Nights, BBQs etc.	£10 per hour £8 per hour £7 per hour £7 per hour £5 per hour £4.50 per hour £8 per hour
Stage		£3.50 per hour
Shower/Changing Rooms		£8 per game
Changing Room only or Centre Toilets		£3
Elections (Main Hall)	(i) Government/Highland Council (ii) Community Council	£140 per day £5 per hour

8 RISK ASSESSMENT

The following table presents an analysis of the potential risks to the project.

Table 15: Risk Assessment

Risk	Impact	Probability	Mitigating Action
Capital funding not forthcoming	High	Medium-Low	The project has been well developed and the presence of a detailed Business Plan will help to make the case. Ensure that the project has potential to meet key outcomes and outputs of potential funders. KDAA to contribute significant amount of own funds.
Capital grants have onerous grant conditions or difficult timescales	Medium	Medium	LEADER funds have a deadline for spend and have conditions such as a maximum 10% allowed on professional fees. Ensure that this is built into the programme and funding strategy.
Cost overrun	High	Low	The costs have been estimated by a chartered quantity surveyor and should be accurate. Good financial and project management by KDAA will help prevent this, and the existence of a £10,000 contingency amount in the budget will assist with meeting any unforeseen costs.
Underuse of new facilities: reduced revenue income	High	Low	Consultation evidence has shown demand for the redevelopment. KDAA to actively market the facility once open and undertake regular additional consultations to ensure the facility continues to meet local demands and needs.
Vandalism and security issues	Medium	Low	The community as a whole has endorsed this project and their continued involvement creates a sense of ownership, reducing the likelihood of vandalism. Opportunities for participation on the Management Board or in another voluntary capacity in delivering and managing the project will help to reduce potential vandalism issues.
Capacity of Management Board	High	Low	As noted elsewhere in this Business Plan, the Management Board of KDAA is experienced in managing capital development projects and individuals have skills required for the Community Centre redevelopment. KDAA to ensure that the relevant Board Members are involved in direct management and delivery of the project, and hire in additional professional support if required

10 MANAGEMENT AND DELIVERY

10.1 Delivery Partners

10.1.1 Kirkhill and Bunchrew Community Trust

The KDAA has recently developed a close working agreement with Kirkhill and Bunchrew Community Trust (KBCT). The Trust is an umbrella organisation for several community led projects including Upper Reelig Community Wood, Kirkhill Community Park, Inchmore Recycling Point, Aird Community Links and a Beauly/Inverness cycle project. It supports and develops social, economic and environmental projects for the benefit of the area.

Upper Reelig Community Wood is managed by the Woodland Group of the KBCT in partnership with the Forestry Commission Scotland. The Woodland Group and KDAA Kirkhill Centre Forward have explored the potential for utilising high quality timber present in the wood as building material for the Community Centre development. They are able to provide a limited amount of timber, such as round wood posts for the entrance porch. They will develop with the KDAA a woodcarving workshop to include a wide range of members from the community that will either create and carve designs on the posts or create a totem pole to be positioned just outside. This will enable the community to have hands on involvement in the project and give a legacy of community ownership and pride.

The Trust Woodland Group would develop the skills, experience and learning to help them test the potential for supplying timber for local projects.

10.1.2 KDAA Kirkhill Centre Forward sub group

The management of the Kirkhill Centre Forward project is by a sub group of the main KDAA committee. The group have a mandate to take forward the project but reporting to the main committee regularly. The sub-committee will work up detailed proposals but the decision making lies ultimately with the KDAA management committee. This type of structure has worked well in the past for the KDAA, including for the MUGA project, the PV panels and for the running of Gala Week.

The members and skills of the sub group are :

Alasdair Morrison	Experience of working with and instructing an Architect in several projects including a new build Community Centre and subsequent extension, and renovation and extension projects for a Doctors' Surgery in Troon, Ayrshire. Retired GP.
Sandra Hogg (Treasurer)	Experience managing several large community capital projects including Kirkhill MUGA, Kirkhill Community Centre PV, Kirkhill Community Park and Aird Community Links. Rural Development Officer for SCVO with extensive knowledge and experience supporting rural voluntary groups.
Dave Knox	Experience of managing a number of software engineering

	projects for a range of clients across the private sector as well as managing the installation of the PV Panels for Kirkhill Community Centre
Trevor Jones	Retired joiner. Committee member of KDAA for 8 or more years, involved with Centre maintenance and improvements.
Amanda McGillivray	QA & HSE Co-ordinator for local alarm company for the past 10 years, also covering HR, project management, tender applications and accounts. Enjoys taking part in fundraising events and passionately involved in making Kirkhill Gala as great as it can be for everyone in the local community.

APPENDICES

APPENDIX I: DETAILED COMMENTS FROM OPEN NIGHT

What do you like about the hall and grounds?

- Hall is always clean
- Well sited, accessible, plenty of parking
- Well located with good accessibility and parking
- Well priced
- Good facility for the village
- A great centrally located resource available for all
- Well cared for
- Good parking and easy access
- Well used – benefit to community
- Hall and grounds are kept perfectly
- Hall great resource
- In village centre by school with good parking
- Multiuse, open to all, large space and kitchen
- The grounds are always kept tidy, as is the hall
- Floor kept in beautiful condition by Wilma
- Welcoming to anybody who wishes to book
- Flexible re tables etc
- Excellent activities centre for the village
- Hall kept in clean and good condition
- Easy to book hall through Wilma
- Well maintained, hall always clean
- Good for lots of different uses
- Grounds can be boggy at times but mostly good
- Very satisfied, extra storage (extension) would be an asset
- Generally well maintained and affordable for groups

What don't you like about the hall and grounds?

- Don't like the toilets or the kitchen
- Kitchen - shortage of cutlery for large events
- Pitches get waterlogged too easily
- Drainage on pitches not good
- Hall not suitable for all purposes – small meetings parties etc
- Toilets can be cold and unwelcoming
- Toilets could well be improved
- Lighting harsh for some events
- No small meeting room
- Can be cold at times
- Not cosy for certain events
- Lack of a smaller room for meetings
- Lack of storage for chairs etc

- Temperature of hot water in kitchen is too high – I know it is only for washing dishes but real danger of scalding if you do not know
- No room for small groups
- Better kitchen facilities – take space from showers
- Hot water boiler in kitchen held together with tape!! Does not give confidence in safety of boiler!
- Don't like heating
- Not the best toilets
- The soundproofing tiles can get damp, as can the back wall of the stage, kitchen cupboards – more heating, better insulation?
- Could do with nicer toilets
- Better lighting at least in ladies toilets – brighter paint etc would be an improvement
- Lack of storage for chairs etc
- Extension!
- The drainage on the football pitch is poor
- Broken glass in the trees/scrub – (not your fault)
- Needs salt for tots in the winter (+ car parking for school) – can ice rink
- No small room for meeting etc. Have to hire the whole hall
- Too big for small meetings
- Toilets very drab and uninviting and damp – could do with brighter coloured tiles on the floor. Brighter paint on the walls not magnolia!
- Bright blind on windows

Have you any ideas for improving the hall and grounds?

- New tables and chairs. Current ones at least 18 years old
- Try to get small meeting room
- Have cosier area
- Improvements/new kitchen/toilets
- More storage space – clear stage!
- With new floor now showing up the drab/marked paint work on walls, could do with a fresh coat of paint
- Put some trees around
- Photos of local groups/activities on walls
- Agree a bit of garden at the front would improve
- New kitchen and toilets
- A small garden at the front to welcome people in
- Employ a caretaker/janitor/groundsman/diy person
- Find a way to take forward extension/better insulation of hall building
- More storage for tables and chairs – would mean some sort of extension
- Extension to hall for storage and room for small meetings, perhaps youth cafe?
- Signs with information about facilities, how to book etc

- Building in grounds for community shop/cafe
- Storage space and small hall
- Hot water temperature in kitchen sink is 79C. Water at this temperature can cause even and adult severe burns. This should be addressed before and accident happens!!

What do you like about Gala Week?

- The bingo
- Good fund even if the weather is bad
- I like the idea of the community coming together
- The weather?
- Craft fair and gala affordable for stallholders
- I like the community getting together
- A good opportunity to meet other people from Kirkhill
- Good for bringing the community together
- Getting people together, chance for community groups to raise profile, work together, people to socialise
- Socialising – seeing familiar faces
- Good to get community together
- Focus for community, meeting place
- Groups can get involved
- In centre of village
- Fund and friendship
- Good fun!

What don't you like about Gala Week?

- Needs more variety
- Highland Cross weekend usually
- Could do with a change of format or different activities
- Usually seems to be on the same day as other events
- Same format every year – needs jazzed up a bit!
- I have been on the KDAA and know how difficult it is to get new things/ideas for little outlay!
Well done.
- Format has become a bit stale
- Same old thing year after year
- More events in rink
- Pet parade at same time as fund run – difficult to do both
- Change of date?? Clashes with Highland Cross in Beauly
- The music!
- Clashes with Highland Cross – quite a few people in Kirkhill district participate one way or another in the cross.
- Fun run is good

Have you got any ideas for improving Gala Week?

- Music – showcase for local young musicians
- Baking/small cake competitions
- Music stand with local bands
- Gala dance – bring it back
- Have the craft fair on the same day (“good idea” added to post it)
- Bring back car treasure hunt
- Put into 3 days and not so spaced out
- More fun events particularly when it involves children v adults eg tug of war
- Forward planning – seek out and book rink attractions about 18 months ahead (“Yes” added to post it)
- Get big attraction, advertise well
- More for kids – treasure hunt?, inflatables, fairground?
- Have Kirkhill got talent in the same week
- Youth bands performing

Have you any ideas for improving the running of the facilities? (eg communication, booking, notices, management)?

- Well organised for events
- What about putting the hall bookings on the website – could then see when it was free?
- Needs to get booking/availability on the web
- Notice board outside
- Website- Trust?
- Another contact if Wilma not available
- Notice board outside with contact details (“Good idea” added to post it)
- Better use of website and hall availability/email links to book
- Better use of website by all local groups
- More notice of events on website
- Village and satellite villages to have notice boards
- Website to show activities coming up/ classes etc etc

Anything else?

- Would like to promote community volunteering days twice a year – spring and autumn- with as many joining in as possible (“good idea” added to post it)
- Would like to see more social events in the hall. Dances, Burns Supper, New Year’s party etc

APPENDIX 2: FUNDING STRATEGY

FUNDRAISING BODY	REMIT	Who can apply	Capital	Revenue	Deadline Details
CHARITABLE FUNDING (A)					
Awards for All www.awardsforall.org.uk	Small lottery fund for one-off community projects which can include capital expenditure i.e. new kitchen or events	Constituted groups with bank account in same name	>£10,000	> £10,000	Open programme with no deadlines
Big Lottery Fund Investing in Communities 'Growing Community Assets' stream www.biglotteryfund.org.uk	Projects which develop or sustain community owned assets, develop skills and overcome disadvantage. Maybe linked to café and PO proposals to sustain community services	not for profit groups	up to £100k realistic: (rural halls a lower priority in this round)	Staff and event costs can be included	Open programme to 2015
The Robertson Trust www.therobertsontrust.org.uk	Scottish funder with priorities for Health, Care, Education, Community Sport / Arts; all themes within KDAA proposals	Charities Only	Up to 10% of capital costs	Revenue up to 3 years average £12k pa	Jan and July for bids over £100k Bi monthly Board meetings
Peoples Postcode Trust inc Dream Fund www.postcodetrust.org.uk	Dream Fund offers larger grants for innovative community and health projects. Post Code smaller grants for general community benefit	Charities and constituted groups Dream Fund needs at least 2 charity applicants	Dream Fund < £100k in special cases Smaller grants £2k and £10k limits	Dream Fund < £100k in special cases Smaller grants £2k and £10k limits	Dream Fund 2.12.2011 Postcode Trust 5.11.2011
SCORE Environment www.score-environment.co.uk	Entrust registered land fill tax provider which covers Highlands Region providing capital grants under community amenity stream	Charities and constituted groups	£20k fund most realistic sum	N/A	No deadline contact Willie Beattie web@score-environment.co.uk
Gannochy Trust www.gannochytrust.org.uk	Scottish charity with priorities for young people & recreation. Ties with KDAA sports space proposals.	Charities only	Small funds for capital works average £10k	Staff costs £5k average and multi year	4 trustee meetings per year
Henry Smith Charity www.henrysmithcharity.org.uk	Priorities include community facilities in deprived areas. A health stream relevant for hall space used for healthy living projects	Charitable organisations only	Average £40k	Multi year revenue bids welcome	Rolling programme but up to 6 months for full decision
Tudor Trust www.tudortrust.org	Aims to improve quality of life in deprived areas (inc rural poverty). Priorities include poverty and social fabric.	Charities or Constituted not for profit groups	Average £40k	Major Revenue funder over 3 yr salary	Rolling Programme No deadline
Garfield Weston Foundation www.garfieldweston.org	General charitable funder with recognized 'community' stream including previous community centres	Charities and certain not for profit orgs incl. HA's	Average £25k	Not salary but general running costs. 1 off donations	No deadline 3 month turnaround

AGENCY FUNDS (B)	REMIT	Who can apply	Capital	Revenue	Deadline Details
Highlands Leader www.highlandleader.com	Innovative rural projects developing new services and opportunities of social, economic or other benefit. 50% of eligible costs	Not for profit community based groups	Varies up to £150k (up to 50% of overall cost) inc innovative hall projects	Must be innovative and fit with LAG Targets	Open to 2013 contact Development Officer 01463 702 524
Highlands and Islands Enterprise www.hie.co.uk	HIE can assist enterprising third sector groups with the purchase and/or the development of an asset which will produce an income re café / PO space?	Constituted community based groups with ownership or long term lease of asset	£10k max intervention rate in non fragile areas	£5k max intervention rate in non fragile areas	Contact HIE Area Team Officers info@hient.co.uk
Highland Council Grants Village Halls Fund Landfill Tax Fund Innovation Challenge Fund www.highland.gov.uk	Small grants with various themes of relevance to village halls or related projects of community benefit	Constituted voluntary groups	Small grants < £5k	Ongoing Revenue input Av£8k p.a.	Check Chief Execs Dept policy6@highland.gov.uk
Highlands Community Health Partnership www.nhshighland.scot.nhs.uk	Potential support from HCHP with funding or in kind support if halls include community health space as part of upgrades	Relevant community / voluntary partners in line with HCHP priorities	Potential contribution to adaptations if HCHP priority	Potential input to new services from hall if HCHP priority	Contact Inverness shire Locality Officers 01463 705771
AFFORDABLE LOAN FINANCE ©	REMIT	Who can apply	Capital	Revenue	Deadline Details
Social Investment Scotland Loan Fund www.socialinvestmentscotland.com	Scottish Government scheme providing affordable loans for smaller community enterprises	Third sector organisations with social enterprise and income generation potential	£10k to £250k over period up to 10 years	£10k to £250k over period up to 10 years	Alistair Davis 07595 465084 alastair.davis@socialinvestmentscotland.com
Big Issue Invest Loan www.bigissueinvest.com	Big Issue scheme providing loan finance for social enterprise	Third sector organisations with social goals and income generation potential	£50k - £250k	n/a	Daniel Wilson 0207 5263446 Daniel@bigissueinvest.com
RENEWABLES (green building solutions)	REMIT	Who can apply	Capital Ranges	Revenue	Deadline Details
Climate Challenge Fund www.keepsotlandbeautiful.org	Promote CO2 reduction by installation of double glazing and insulation measures	Not for profit groups and community owned assets	£150k max	Carbon reduction awareness raising	2.12.2011 for projects April 2012 +
Community Energy Scotland CARES Funding http://www.communityenergyscotland.org.uk/	Low cost loans for community projects that encourage renewable energy and CO2 reduction	Not for profit groups under the community scheme	Contact CES for advice	N/A	No Deadlines contact Felix Wight officer for advice on best options
Scottish Power Green Energy Trust www.scottishpowergreentrust.org.uk	Community based project that enable groups to include renewable energy technology	Charities and not for profit groups	Capital costs of installing renewable technology Up to £25k	N/A	Bi annual April & October mtg