

<b>Agenda Item</b>	<b>3</b>
<b>Report No</b>	<b>CIA/12/23</b>

## HIGHLAND COUNCIL

**Committee:** City of Inverness and Area

**Date:** 23 March 2023

**Report Title:** Community Regeneration Fund – Assessment of Applications

**Report By:** Depute Chief Executive

### **1 Purpose/Executive Summary**

1.1 Community Regeneration Funding is an umbrella term for a number of funds that are available for communities/organisations to access in Highland. It comprises the Highland Coastal Communities Fund and the Place Based Investment Programme, both of which are Scottish Government Funding streams to support economic regeneration and sustainable development in Highland. Area Committees are awarded devolved allocations according to approved formulae and decision making on which projects should receive funding sits with elected Members.

Within Inverness, the following allocations are available for distribution:-

- Highland Coastal Communities Fund (capital/revenue) - £11,861.67
- Place Based Investment Programme (capital) - £562,360

Total funds available - £574,181.67

1.2 Broad eligibility criteria for the fund is as follows:

All projects are expected to be able to meet at least one of the following priorities:-

- economic recovery;
- community resilience;
- mitigating the impact of the climate/ecological emergency; or
- addressing the challenges of rural depopulation

Projects should be able to demonstrate that they are:-

- sustainable/viable;
- providing value for money;
- providing additionality;
- able to evidence local support/local benefit; and
- able to evidence positive impacts for coastal communities and/or the coastal economy

- 1.4 In summary the position in Inverness at Area Committee on 23 March is as follows:-
- Available Funding – £574,181.67
  - Number of applications for consideration – 11
  - Total value of grant requests - £663,318.57 (£19,160 revenue and £644,158.57 capital)
- 1.5 To aid Members in their decision making, the following appendices are provided to this report:-
- **Appendix 1** - Application form for each project; and
  - **Appendix 2** - Summary spreadsheet of applications for consideration including RAG status from technical assessment

Technical assessments and the RAG status are based on the application form and supplementary information provided during the application process.

## 2 Recommendations

- 2.1 Members are asked to:-
- i. **Consider** all applications presented for funding and agree whether to approve, defer or reject the application. An approval of funding should detail the amount approved and outline any conditions of funding that Members wish to attach to the approval over and above the required technical conditions. A deferral would allow an applicant to resubmit the current application at a future date with updated information or for the project to be approved subject to further funding becoming available. A rejection would mean that the application will not proceed and any future application to the fund should be brought forward initially as a new expression of interest; and
  - ii. **Agree** which applications should receive a funding award from CRF up to the value of the available area allocation.

## 3 Implications

- 3.1 **Resource** – Inverness has available funding of £574,181.67. Applications under consideration total £663,318.57. If applications approved exceed the funds available, the committee will need to undertake a prioritisation process to agree the funding awards, taking account of the availability of both revenue and capital funds.
- 3.2 **Legal/Risk** – When managing external funding it is imperative that the risks to The Highland Council are assessed/mitigated and any back-to-back grant award letters with third parties, and financial claims management protect The Highland Council financial and reputational interests.
- 3.3 **Community (Equality, Poverty and Rural)** – Community Regeneration Funding is available to all areas within Highland for distribution by Area Committee. The focus of the funding is economic recovery and community resilience. Consideration on issues relating to equalities, poverty and rural issues are dealt with on an individual basis for applications and covered in the technical assessments of project.

- 3.4 **Climate Change/Carbon Clever** – Mitigation of the climate/ecological emergency is a specific aim of the CRF funding. All applicants are required to evidence environmental sustainability as referenced in the technical assessments
- 3.5 **Risk** – When managing external funding it is imperative that the risks to The Highland Council are assessed/mitigated and any back-to-back grant award letters with third parties, and financial claims management protect The Highland Council financial and reputational interests.
- 3.6 **Gaelic** – Consideration given within individual project applications in line with HC policy.

Designation: Depute Chief Executive

Date: 14 March 2023

Author: Fiona Cameron, Programme Manager

Background Papers: Appendix 1 – Project Applications  
Appendix 2 – RAG status summary sheet



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF1032	
<b>1.2 Organisation</b>	The Ledge SCIO	
<b>1.3 Project title</b>	Charity Climbing Wall & Adventure Sports Centre	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£1,459,431
	<b>Match funding</b>	£1,359,431
	<b>Grant requested</b>	£100,000
<b>1.5 Start date</b>	01/07/2022	
<b>1.6 End date*</b>	30/03/2023	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

<b>1.7 Which of the following themes will the project meet? Please choose ONE theme.</b>	
<b>People</b>	Yes
<b>Place</b>	
<b>Economy</b>	
<b>Environment</b>	

<b>1.8 Privacy Notice</b>
Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a>
<b>YES</b>

## **SECTION 2: CONTACT DETAILS**

<b>2.1 Main contact name</b>	Alasdair Lawton
<b>Contact number</b>	
<b>Alternative contact number</b>	
<b>2.2 Position</b>	Chief Finance Officer
<b>2.3 Address</b>	
<b>Postcode</b>	
<b>2.4 Email address</b>	alasdair@theledgeinverness.com
<b>2.5 Website address</b>	

## **SECTION 3: ORGANISATION DETAILS**

<b>3.1 Organisation type</b>	<b>Please indicate (x)</b>	<b>Organisation number</b>
Company limited by guarantee		
Constituted group		
Public body		
Charity		
SCIO	X	SC047530
Other (please specify)		

<b>3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant?</b> <i>Please provide partnership agreement with the application.</i>	<b>NO</b>
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<b>3.3 Is the organisation VAT registered?</b>  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>YES</b>
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<b>3.4 If the organisation is VAT registered, please quote number.</b>	312 0877 29
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<b>3.5 Is the VAT related to the project being reclaimed from HMRC?</b> <i>Provide relevant details i.e. details of exemptions.</i>	<b>Whole</b>	<b>Partial</b>	<b>None</b>
	X		


<b>Details:</b>
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3.6 Project delivery team	
Name	Job title/area of work
Duncan McCallum	Chief Executive Officer
Marc Peart	Director of Social Impact
Alasdair Lawton	Chief Finance Officer

## **SECTION 4: PROJECT DETAILS**

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

4.1 Project location - Please include postcode.
Unit 2 Telford Street Inverness IV3 5LU
4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?
25 Year Lease – Lease Agreement attached

4.3 The Project
<p><b>(a) Please summarise the project, explaining how it will achieve the funds' themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p><b>Description (Place)</b></p>  <p>In 2015 sportscotland approved, Mountaineering Scotland's "National Facilities Plan", which identified the North of Scotland as lacking in and therefore in need of, a major indoor climbing facility.</p> <p>The Ledge Charity was formed in June 2017 with the express purpose to build and operate The Ledge Climbing Gym as a force for good in the communities of the North of Scotland.</p> <p>The Ledge project was conceived to develop and run a large scale facility to fill the identified facilities gap and use its operational surplus to support its community and charitable ambitions. In late 2021 after many years of fundraising and a couple of false starts, due to pandemic and economic factors, secured the tenancy of a large building within the City of Inverness</p> <p>The Ledge building is on the boundary of The Merinch Estate in Inverness, rated in the SIMD as the 8<sup>th</sup> most deprived housing area in Scotland.</p> <p><b>Description (People) The Ledge Charity - Vertical Living</b></p> <p>As a charity, <b>The Ledge's</b> purpose is to improve the lives of those facing challenges that are negatively affecting their quality of life, future prospects, mental or physical health.</p> <p>We do this by using the sport of climbing and our linked therapeutic programs – both indoors and outdoors - with the goal of creating a supportive and inclusive community that empowers individuals to reach new heights</p>
<p><b>(b) How will the project benefit local communities or the local economy?</b></p>

The Ledge has secured a 25 year lease to a large ex big box retail unit in the Telford St Retail park. The charity has now taken on the task of converting the 1,625m<sup>2</sup> empty box into a fully functioning national standard performance climbing centre with back-up and supporting facilities.

The Ledge is due to open its doors at the end of March 2023.

The project has a number principal audiences or user groups

- a) To service the identified public sporting need; estimated at 44,000 – 55,000 public sporting visits per annum (based on Association of British Climbing Wall's demographic research figures 2020-2022) made up of 3250+ local North of Scotland regular climbers

And

- b) 8500 – 10,000 "Supported Social Impact" user visits – made up from between 680-800 individuals within the community, attending (at least) once a week over a 12 week social impact project, program or initiatives.
- c) Additional users include, tourists, family outings and parties, events including Scottish National competitions, lectures and outdoor activity.

An Independent economic impact survey, conducted by Ekos in 2018, concluded that the project would produce an economic benefit to the region of £1ml per annum.

Job Creation – The Ledge will create 40+FTE jobs across its offering.

**Primary measurable social outcomes include:**

- Increased availability and low-cost access to sports facilities and training specifically targeted towards young people and adults at risk of or experiencing poor mental health, trauma or associated negative behaviours, disabled sport and remote and small communities.
- Increased availability of support provisions for young people and adults at risk of poor mental health or trauma, anti-social behaviour, poor academic performance, exclusion from school and unemployment.
- The outcome of which will lead to improved mental health, increased school attendance and performance from those involved in the program and increased and better opportunities for employment.
- Increased availability of mentor support provisions supporting young people and adults at risk of offending, reoffending or who require support to reintegrate into the community following a custodial sentence.
- The outcome of this will lead to a reduction in offending and reoffending behaviour amongst young people and adults at risk and involved with the program as well as increased pathways to further education and unemployment.
- Significant investment and social regeneration in an area of deprivation
- Increased number of young people and adults choosing sport and recreation over drug use, drug dealing or criminal behaviour.

Firstly, It's vital to understand the needs of those who will benefit from the facility and our social impact programs now and those who may need it in future. We have strong connections within the community and with our cross-sector partners and have a wealth of knowledge within the team who have worked with similar individuals for many years. We will continue to build our relationships, connect with and listen to our participants, our partners and the community to ensure we're together developing programs that really make a difference and create positive change.

On opening: Our programs are designed to offer 3 differing levels of engagement and support.

**Short term** – Tier 1 (6-10 Wks) Targeted to support pupils in school as an extension to the curriculum previously not available to young people in the North. Targeted focus on maintaining positive relationship with education ensuring access to young people who experience financial disadvantage impacting on access and opportunity.

**Mid Term** - Tier 2 (3-12months) program to support young people and families experiencing or having experienced trauma and bereavement. Ensuring sustained support in partnership agencies to extend targeted provision for young people who have exposure to Adverse Childhood Experiences. Tier 2 provision delivers sustained support and

intervention for securing access to green spaces and physical activity to support mental and physical health in a way which has not been available in the highlands.

**Long term** – Tier 3 (12-18months) programs to support young people at risk of and experience with the criminal justice system including reintegration into communities following custodial sentences, intervention to reduce offending behaviours. Tier 3 programs include access to sustained mentoring relationships and support with education and employment, both in the community and at the Ledge. Programs are designed and delivered with clinical supervision recognising the multifaceted challenges impacting on offending behaviour including drug and alcohol misuse and poor mental health.

#### **Outputs – results from the project’s activities;**

The build and operation of a national standard climbing facility within an area of multiple deprivation and in need of investment.

Development of 12 annual social impact programs, developed, supervised and led by clinical, social care, educational and sporting professionals and aimed towards supporting young people and adults most at risk of poor mental health trauma and associated behavioural issues including offending, reoffending, anti-social behaviour, poor academic performance or exclusion from school and unemployment.

A new addition to school curriculum previously not available to young people in the North.

A sustained support and intervention provision targeted towards individuals exposed to adverse childhood experiences and trauma. By offering access to green spaces and physical activity we can provide vital mental and physical health support.

A sustained mentoring provision to support young people at risk of, or with a record of, experience with the criminal justice system. This will include the reintegration into the community following custodial sentences, intervention work to reduce both first time offending and reoffending. Building relationships with mentors will provide increased support and inclusion and strengthen pathways into education and employment.

#### **Demographic Stability**

This project is based on the known demographic viability of many “large-scale” commercial climbing centres in the UK and Europe. (backed up by NGB research and commercial research by the ABC – UK and CBJ – USA) It is understood that in a competitive urban setting, where a number of climbing gyms exist, that a clear market catchment area must have access to 100,000 residents between 45-mins and 1hr from base.

Currently, following the demise of Elgin’s Spire Rocks, due to ownership factors, the nearest “drive time” competition to our pure indoor climbing activity are in Perth UHI, Dundee’s Block 10 Bouldering, and TX Aberdeen.

The population of the Inner Moray Firth was **157,934 in 2018, and rising at 2.7% per annum.**

However, we know that travel times in The North of Scotland, due to scarcity of facilities, good transport links and an isolated community spread; that especially weekend travel times for quality experiences, are much longer than the North of England where climbing wall facilities are concentrated and that regular travel times to activity, must stretch to beyond 1Hr.30mins; to Keith and Buckie, in the east, Ullapool in the west, Fort William in the SW and Newtonmore in The South.

Climbing groups in Orkney are already booking instructor time at The Ledge, suggesting the “regular” user reach exceeds 175,000.

Therefore we are confident that are operational costs will be covered by regular sporting users and our charitable surplus will be available to support our basic community programs for many years



**(c) What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

**Identified public sporting need** – The Ledge is the first of 3 major indoor climbing venues to be developed in Scotland under the SportsScotland and Mountaineering Scotland 2015-2025 National Facilities Plan. The project has therefore National Governing Body support from Climb Scotland, Mountaineering Scotland and SportsScotland. The project has a large level of community engagement and support through social media with 4,200 followers and primary social media activity reaching in some cases 65,000 views.

**Identified public social need** – With the long term degradation of social services and the increased demand, particularly in the fields of mental health and supporting activities provision and therapies, the need is obvious and growing. The Social Impact team has established leads and a needs plan supported by, Highland Hospice, Barnardos, Police Scotland, Highland Council TSI, Highlife Highland, Glenmore Lodge, Outfit Moray, Morayshire Council TSI, Youth Highland, Young Lives Against Cancer & Climbers Against Cancer, Urban Uprising, RASASH, Highland Primary and Secondary Schools Head Teachers,

The Ledge as a SCIO a Scottish registered charity, is dedicated to supporting the Highland community and those at risk and struggling in our communities. We will use our trading profit/surplus from operating the climbing centre to support our charitable work, this work currently includes...

Highland Hospice – working with "Crocus group" delivering support for young people experiencing bereavement and trauma following loss, through terminal illness or violent death. The Ledge will deliver a program of medium to long term support for up to 90 young people and adults per annum.

Young Lives Against Cancer & Climbers Against Cancer - Working with people across the age ranges who are experiencing cancer, either in treatment or recovery to develop physical therapies and supporting mental health.

Barnardos- working with "employability team" to deliver programs for young people from 15 years old to access employability skills and work experience placements for young people who have difficulty in accessing mainstream school and young people who are care experienced.

RASASH- Developing our partnership with the RASASH group supporting people who have or are experiencing sexual violence. The Ledge as an identified safe space and programs to support survivors of sexual violence and their continued access to place in the community.

Highland Primary and Secondary Schools - Aiding the delivery of programs for young people as part of the curriculum offer, as well as specific trauma informed programs to support young people in maintaining or returning to school for pupils at risk of exclusion.

Action for Children, Police Scotland - in partnership with both groups, working with identified young people and their families at risk of, or impacted by their relationship with the criminal justice system or vulnerability to exploitation, including county lines drug dealing.

Placement Service Change program- The Ledge will support and deliver programs to support "care experienced" young people, with transition into the area, foster/adoption and contact processes.

Urban Uprising – The ledge will become the most northerly outpost of UU's 12 week, engagement program The course works with young people who feel isolated and removed from mainstream education and activity, providing them with focus, and goal oriented progression through activity.

**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
Short term – Tier 1 (6-10 Wks)	Programme 1 July 2023
Mid Term - Tier 2 (3-12months)	Programme 1 September 2023
Long term – Tier 3 (12-18months)	Programme 1 January 2025
School Sport Curriculum	Monthly
Public Access	Ongoing

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.

There are two main calculations required to balance development of the facility

- a) The carbon cost of the construction
- b) The responsible sourcing of materials used in construction and operations

We have been working closely with Business Energy Scotland on two principal mitigation projects within the building

- 1) Sourcing and using low energy electrical systems and LED lighting to reduce energy consumption
- 2) Installation of heat recovery systems to recycle heat energy produced in the building

Plus

- 3) Recycling of all suitable building material waste
- 4) Sourcing of low carbon products where possible
- 5) Minimising where possible to use of plastics, solvents and non water based paints
- 6) Conversion of an existing heated space
- 7) Fully renewable air source heat pump system
- 8) Low energy Led Lighting
- 9) Heat recovery on ventilation system and where possible upgrading internal installation
- 10) Upgraded the old infrastructure to comply with Section 6 technical standards Scotland (energy) fully compliant

Sourcing of Climbing Surfaces and Foam matting

- 1) All wood used in construction must come from sustainably produced FSC sources
- 2) Choosing suppliers that have a) living wage supply chain guarantees b) Modern production lines that reduce waste across all aspects to production, design and manufacture c) using standard module that require no bespoke production.
- 3) Using UK based erection teams instead of the cheaper alternatives

## Operations

- 1) Purchase of an Ultrasonic Hold cleaner, negating the need to use over 400ltrs acid cleaning fluids per annum and saving an estimated 250,000ltrs of water consumption per annum
- 2) Installation of movement sensor lights and ventilation fans in changing facilities reducing the excess dumping of heat energy.
- 3) Partnering with a B-Corp retail partner to ensure the highest ethical and environmental credentials
- 4) Sourcing climbing consumables that are industry leading e.g. Gecko Liquid chalk – Gecko chalk is not mined in China as most gym chalk is, but is a sea waste by product as part of a circular economy manufacturing process.
- 5) Using ropes and materials compliant with BLUE SIGN standards
- 6) Installation of Dust-Arrest air filtration fans to reduce suspended chalk dust particles, exceeding current EU norms and practise.

## Finally - offsetting

However controversial carbon off-setting remains the most effective way of mitigating any carbon produced in developing a large project. We have calculated that constructing and shipping the building, climbing and sporting materials has produced an estimated 200 tonnes of Carbon.

The Ledge is committed to off-set this in two ways

- 1) Short term, investing in a Sea Grass sequestration project
- 2) Long term, contributing to The Trees for Life, Glen Affric restoration and wildlife corridor.

The Total offset construction cost is estimated to be £2500.

**Equalities impact** – *explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?*

As members of the Association of British Climbing Walls we will follow their Equality guidelines – cope of guidelines attached

## **(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

The basis of the model that has been developed for the Ledge is that, once established, the charity will be self-funding in that it will have the capacity to deliver it's social impact plan over a long period of time without the need for further external charitable or public sector funding. Essentially, those climbers that are able to pay to climb will do so at a normal commercial rate – any surplus generated from this activity will be directed to support the delivery of the Social Impact Plan

**(g) Please outline how the project fits with other relevant local plans and strategies.**

**The Programme for The Highland Council 2022-2027 includes the following priorities:**

- Improve outcomes including attainment, achievement, positive destinations for all children and young people with a particular focus on literacy, numeracy, and our most vulnerable learners.

*The Ledge will deliver intervention and support in Tier 2 programs to support alternative to exclusion and maintaining relationship with education for the most vulnerable learners. Literacy and numeracy embedded in the program with additional homework club supported by staff and leading to additional access to Climbing.*

- Tackle child poverty and promote access to welfare support.

*The Ledge will provide a limited number of school uniforms and access to washing facilities alongside breakfast club three times per week supported by Fuel 10k.*

*Partnerships with Local Primary and secondary School*

*Additional partnerships with colleagues from social care and signposting to additional support.*

- Secure positive destinations including Modern Apprenticeships.

The Ledge will provide work experience in the areas of Hospitality, Retail and Adventure Instructors. Links with UHI Outdoor adventure course and instructor training leading to qualification pathways and employment. Modern Apprenticeship pathways are supported through access and support via the Virtual Learning Academy.

- Work with partners on suicide prevention.

The Ledge will provide access to climbing and a sense of place in the community through access to exercise. Mental health support through the delivery of climbing programs-based trauma informed practice and understanding of impact of trauma and ACEs.

- Encourage a diverse range of traditional and emerging sporting activities and active lifestyles.

The Ledge will provide access to climbing from beginners through to elite performance including para and Olympic performance. Disability climbing pathways are supported through Sport Scotland and Climb Scotland and enhanced by access to additional outdoor sport specific training facility.

<b>4.4 Does the project require planning permission or other statutory regulatory consents?</b>		<b>YES</b>
<b>If YES, please detail below - provide evidence with the application if granted.</b>		
<b>Type</b>	<b>Applied – Yes/No (include date)</b>	<b>Granted – Yes/No (include date)</b>
Planning Permission		Yes – 14/01/2022 attached
Building Warrant		Yes – 05/10/2022 attached

**SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

**5.1 Main project expenditure** – *these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.*

Budget Heading	Detailed costs	Revenue/ Capital	Amount
Equipment	Leadwalls	Capital	23,000
	Bouldering and speed	Capital	250,000
	Autobelay	Capital	49,421
	Gym Equipment	Capital	50,000
	Plyometric Boards and Finger Boards	Capital	30,000
	Yoga Matts	Capital	500
	Boulder and Lead Matting	Capital	85,240
	Climber Conditioning	Capital	10,770
	Bouldering structural steel	Capital	180,000
	Holds 6225	Capital	71,000
	Hold Cleaning machine	Capital	31,000
Building Conversion	Changing Rooms, Fire Corridor etc	Capital	440,000
Office Fit Out	Office Equipment	Capital	10,000
	Membership System	Capital	16,000
Start-up Costs	Design & Consultancy Services	Revenue	121,000
	Kit Purchase (Harnesses etc)	Revenue	5,000
	Recruitment	Revenue	2,500
	Start Up Wages	Revenue	15,000
	Pre Launch Marketing	Revenue	12,000
	Fitness Consumables	Revenue	10,000
	Professional Fees	Revenue	22,000
	Contingency	Revenue	25,000
Total capital expenditure			1,246,931
Total revenue expenditure			212,500
<b>TOTAL PROJECT COST</b>			<b>1,459,431</b>
Is VAT included in these costs?			No
Project expenditure before March 2023			1,459,431

**5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?**

All costings are based on firm quotes or, at this stage, invoices received

## **SECTION 6 – MATCH FUNDING**

<b>6.1 Please give details of confirmed or pending match funding:</b> <i>If match funding is confirmed, please provide letters of awards with the application.</i>			
<b>Name of funder</b>	<b>Applied YES / NO</b> <i>(include date)</i>	<b>Granted YES / NO</b> <i>(include date)</i>	<b>Amount £</b>
Highlands and Islands Enterprise			200,000
Highland Council Common Good Fund			75,000
Robertson Trust			100,000
RBS Social and Capital Bank Loan			250,000
Sportscotland			100,000
SSE - Social Development Fund			146,351
Robert Barr Trust			15,000
Scottish Mountaineering Trust			10,000
EB Landfill Fund			25,000
Highland Opportunities Loan			50,000
DSL Microfinance Loan			25,000
Hugh Fraser Foundation			15,000
DM Thomas Foundation			28,500
CRH Trust			3,000
Corra Foundation			9,600
RBS Social Grant			16,800
CSET			7,500
Levenseat Trust			19,500
Donations			12,000
Business Energy Scotland - Grant			20,000
Business Energy Scotland - Loan			60,000
Gordon & Ena Baxter Foundation			5,000
Social Investment Tax Relief Loan			105,000
Virridor			48,000
Crowdfunding			13,180
<b>Total match funding</b>			<b>1,359,431</b>
<b>CRF requested</b>			<b>100,000</b>
<b>Total project cost</b>			<b>1,459 431</b>

## **6.2 Will the project involve “in kind” support?**

*This should not form part of the overall budget or counted as confirmed match funding for the project.*

**NO**

**Please detail:**

**6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?**

The original business plan and funding proposal for this project was developed in 2017/18 and subsequently the necessary grants and loans were secured to deliver the project. The impact of both inflation and COVID19 has meant that almost all the costs of delivering this project have increased by between 15% and 25%.

In July 2022 we were in a position where we were in danger of losing many of our grant awards as we had been unable to draw down the funds. We had to decide to either press on with the project and seek further grant funding during the build phase or wind the whole thing up – as we had a number of potential funding sources and a reasonable belief that we would be able to bridge the gap we decided to keep the project alive.

We still have a funding shortfall and need support such as this to get this project across the line. The funding is therefore required to complete capital expenditure to enable us to open – essentially the final payments to our lead contractor for works on items such as the fire safety corridor, the ventilation design and the changing rooms

**SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by **revenue generation** projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

**7.1 Will the project generate revenue?** *Please provide a copy of the budget forecast with the application.*

**YES**

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

There are two distinct elements within this project but they are intrinsically linked. The Ledge will manage a commercial climbing gym as a stand-alone operation however, any surplus generated by this activity will be channelled into delivering the Charity's other focus of supporting a number of vulnerable groups through the social impact plan discussed earlier in this application.

**7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

When we open at the end of March 2023 there will be no other indoor climbing facilities in Inverness

**7.3 Have you considered taking out a loan for the project?**

**YES**

**Please state your reasons:**

The Ledge SCIO already has a debt profile in that our funding structure already includes 34% of debt finance. The Ledge management feels that this is a sustainable funding structure in terms of the organisation’s ability to manage the resultant interest liability while generating a surplus of a scale commensurate with our social impact ambitions.

**7.4 Have you had support from other organisations in developing the project?**

<b>For example:</b>	<b>Details</b>
<b>Business Gateway</b>	No
<b>HIE</b>	Yes – HIE have provided grant funding
<b>Sportscotland</b>	Grant funding and facility design input
<b>Mountaineering Scotland</b>	Grant funding and facility design input
<b>Association of British Climbing Walls</b>	Facility design input
<b>University of the Highlands and Islands</b>	Facility design and course design input
<b>The Highland Council – Social Services – Transition Team</b>	Input into Social Impact Plan in relation to Care Experienced children
<b>The Highland Hospice</b>	Input into Social Impact Plan in relation to bereaved children
<b>Highland Third Sector Interface</b>	Input into Social Impact Plan in relation to children with links to the justice system
<b>Action for Children</b>	Input into Social Impact Plan in relation to children at risk of social or economic exclusion
<b>Local Primary and Secondary School</b>	Input into Social Impact Plan in relation to children at risk of exclusion from mainstream education

**7.5 Have you previously received public funds for the organisation?**

**YES / NO**

**If yes, please provide details of awards for the last 3 fiscal years:**

<b>Funding</b>	<b>Year of award</b>	<b>Amount £</b>
Highlands and islands Enterprise	2022	200,000

**SECTION 8 – SIGNATURE**



***I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.***

***The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.***

<b>8.1 Main applicant, chairperson or equivalent</b> – <i>the person signing this application has the authority within the organisation to apply for grant funding</i>		
<b>Signature:</b>	<b>Print:</b> Alasdair Lawton	<b>Date</b> 24 <sup>th</sup> February 2023

<b>8.2 Supporting documents checklist.</b> <i>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.</i>		<b>YES / NO or Not applicable</b>
<b>1</b>	<b>Constitution or articles and memorandum</b>	Yes
<b>2</b>	<b>Committee Members or Directors List</b>	Yes
<b>3</b>	<b>Permissions – i.e. planning, building warrants, marine licences</b>	Yes
<b>4</b>	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	Yes
<b>5</b>	<b>Confirmation of match funding letters</b>	Yes
<b>6</b>	<b>Bank statement – latest available</b> * <i>please provide a statement below declaring what the remaining bank balances are for.</i>	Yes
<b>7</b>	<b>Annual financial accounts – latest available</b>	Yes
<b>8</b>	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	No
<b>9</b>	<b>Business plan (revenue generation projects only)</b>	Yes
<b>10</b>	<b>Relevant insurance policies</b>	n/a
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	n/a
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	Yes
<b>13</b>	<b>Partnership agreement</b>	n/a
<b>Reason for missing documentation:</b> We do not have any letters of support from the local community but we have engaged extensively with a number of charities and public sector groups. We are in no doubt that there is a huge level of demand for a facility of this nature both from climbers and those groups we are aiming to support with our Social Impact Plan		
<b>Declaration what the remaining bank balances are for:</b>  All funding is allocated through our budgeting process – there are no excess funds		

**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**  
[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF1038	
<b>1.2 Organisation</b>	The Highland Council	
<b>1.3 Project title</b>	Whin Park Refurbishment	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£700,000
	<b>Match funding</b>	£550,000
	<b>Grant requested</b>	£150,000
<b>1.5 Start date</b>	01/11/22	
<b>1.6 End date*</b>	31/03/24	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

1.7 Which of the following themes will the project meet? Please choose ONE theme.	
People	
Place	X
Economy	
Environment	

1.8 Privacy Notice	
Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a>	
YES / NO	

## **SECTION 2: CONTACT DETAILS**

<b>2.1 Main contact name</b>	Debbie Sutton
<b>Contact number</b>	
<b>Alternative contact number</b>	
<b>2.2 Position</b>	Amenities Manager
<b>2.3 Address</b>	
<b>Postcode</b>	
<b>2.4 Email address</b>	
<b>2.5 Website address</b>	www.highland.gov.uk

## **SECTION 3: ORGANISATION DETAILS**

<b>3.1 Organisation type</b>	<b>Please indicate (x)</b>	<b>Organisation number</b>
Company limited by guarantee		
Constituted group		
Public body	X	BRN: 163733
Charity		
SCIO		
Other (please specify)		

<b>3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant?</b> <i>Please provide partnership agreement with the application.</i>	<b>YES / NO</b>
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<b>3.3 Is the organisation VAT registered?</b>  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>YES / NO</b>
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<b>3.4 If the organisation is VAT registered, please quote number.</b>	663 7582 03
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<b>3.5 Is the VAT related to the project being reclaimed from HMRC?</b> <i>Provide relevant details i.e. details of exemptions.</i>	<b>Whole</b>	<b>Partial</b>	<b>None</b>
	X		

<b>Details:</b>
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<b>3.6 Project delivery team</b>	
<b>Name</b>	<b>Job title/area of work</b>
Sarah Bryden	Architectural Technician/Design Consultancy
Claire Bell	Project Officer/Design Consultancy
Mark Greig	Ward Manager/Community Support
Debbie Sutton	Amenities Manager/Amenities Services
Peter Kelly	Amenities Officer/Amenities Services
Lynn MacGillivray	Community Support Co-ordinator/Amenities Services
John McIntyre	Project Manager/Property and Facility Services
Alison MacNeill	Senior Public Relations Officer/Corporate Communications
Callum Sinclair	Estates Officer/Estates
Kevin Thomson	Area Leisure Manager/Highlife Highland
Robert Campbell	Service Lead Planning and Estate Strategy/Estates
Kenneth Forbes	Property Manager/Estate Management
David Haas	City Manager/Community Support and Ward Manager
Caroline Campbell	Head of Service Operations and Logistics/Communities and Place
Sarah Fraser	Principal Architect/Design Consultancy

## **SECTION 4: PROJECT DETAILS**

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

<b>4.1 Project location</b> - Please include postcode.
Whin Park, Inverness, IV3 5TH
<b>4.2 Do you own the land/building or have a lease agreement in place?</b> Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?
Yes

<b>4.3 The Project</b>
<p><b>(a) Please summarise the project, explaining how it will achieve the funds' themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p>This project is to refurbish the Whin Park Play area including other associated areas within the site to ensure that they are compliant for all users of the park.</p> <p>The plan is</p> <ul style="list-style-type: none"> <li>• To refurbish the public convenience (PC) to ensure it is fit for purpose and meets current standards</li> <li>• Improvements to the shop area for an enhanced visitor experience</li> <li>• Improved pathways</li> </ul>

- Improved drainage system to alleviate historical flooding issues
- New way-finding signage
- Covered outdoor area for users
- Additional parking and how that can fit with the Riverside Way project plans (with Active Travel Teams)
- Improvements to the railway area not including the track (Highland Hospice operated)

The outcomes delivered will be a significantly improved play area with more accessible play equipment, improved PC facilities and a local amenity which offers all users a great experience.

The project will aim to deliver a full redevelopment programme over 2 to 3 years with a focus on works packages within the funding available per year. Year 1 will look at refurbishment of the toilet facilities, main play park equipment and improvements to the paths and signage around the park.

Year two will be adding to the other areas within the park area with additional play equipment and any other identified works required.

**(b) How will the project benefit local communities or the local economy?**

The improvements will provide an updated, inclusive and sustainable park for local communities and visitors to the area. Improving this destination site will encourage more visitors to the area and therefore benefit the local economy.

**(c) What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

Local engagement with children and young people as well as users of the park has shown the proposals to upgrade the park and other facilities is well supported.

There have been many emails and press articles about the need to improve this site, as it has reached end of life and is a key destination play area for Inverness and the Highlands.

**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
Feasibility study completed	March 2023
Detailed design specification for PC	April 2023
Building Warrant Application	April 2023
Prepare tender documents for PC	April 2023
Funding approval confirmation	May 2023
Tender period for PC	May 2023
Consultation and Engagement on Park proposals	June 2023
Tender check and approval for PC works	June 2023
Mobilisation of PC works	June 2023
Refurbishment of PC	July 2023
Prepare tender documents for play equipment	August 2023

Tender Period for play equipment	September 2023
Tender check and approval for play equipment	September 2023
Mobilisation of play equipment works	February 2024
Installation of Play Equipment and surfacing	March 2024

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – *describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.*

For the PC refurb the lights in the building will be LED, there is also a possibility of including solar panels on the roof of the building to generate power from the site.

The play equipment installed will be sustainable, using natural materials which has a carbon neutral effect.

**Equalities impact** – *explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?*

For the PC provision of baby change facilities will be provided in both and female and gents toilets as well as a fully inclusive disabled toilet, with direct access from outside with a radar key.

The play equipment will offer inclusive equipment, which is suitable for addressing many abilities and will allow for both sensory and physical play.

**(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

The Council will have a revenue budget to maintain the PC and will request a specific budget for maintenance of the play park.

Play equipment maintenance per annum would be £2k for the first five years, increasing to £5k per annum for the following ten years.

Park maintenance comprises

- Bin emptying and litter; daily
- Grass cutting; done once a fortnight, includes some strimming work where required
- Path edging, leaf blowing, as required. Existing paths have no defined edge with the grass and sodden or flooding weather takes its toll
- Play inspections, including monthly operational inspection as well as a weekly routine inspection for safety and repairs

Indicative cost of above work per annum is £10k

- Tree works as required only done when provided with budget code from Property

Currently no other maintenance but this may increase depending on new equipment installed, e.g., windblown sand, other unknown daily necessities.

**(g) Please outline how the project fits with other relevant local plans and strategies.**

The project fits with the Councils Visitor Management Plan to provide improved public toilet facilities across the Area. The refurbishment of the site overall will complement the many other projects which have been implemented to improve the City, such as development of the Riverside Way and HydroNess.

The project also aligns with the Councils Highland Play Area Strategy to provide improved, sustainable, and inclusive natural play within as many of its play areas as possible.

<b>4.4 Does the project require planning permission or other statutory regulatory consents?</b>	<b>YES / NO</b>	
<b>If YES, please detail below - provide evidence with the application if granted.</b>		
Planning permission will not be required but Building Warrant will be for the PC works, timescales for this are about 3 months		
<b>Type</b>	<b>Applied – Yes/No (include date)</b>	<b>Granted – Yes/No (include date)</b>
Building Warrant	No	No

**SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

<b>5.1 Main project expenditure – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.</b>			
<b>Budget Heading</b>	<b>Detailed costs</b>	<b>Revenue/Capital</b>	<b>Amount</b>
PC refurb			
Down takings	Removal of old items	Capital	£14,000
	Preliminaries	Capital	£20,000
Refurbishments	Sanitary ware	Capital	£18,000
	Cubicles	Capital	£10,000
	Electrical work	Capital	£13,000
	Decoration	Capital	£22,000
	External works	Capital	£11,000
Contingencies	Risk design development	Capital	£12,000
Play Area	Preliminaries	Capital	£60,000
	Equipment	Capital	£350,000
	Surfacing	Capital	£65,000
	Contingencies	Capital	£47,000

Signage	Signs	Capital	£5,000
	Installation	Capital	£1,000
Fees	Professional fees	Revenue	£50,000
	Building warrant fee	Capital	£2,000
Total capital expenditure			£650,000
Total revenue expenditure			£50,000
<b>TOTAL PROJECT COST</b>			<b>£700,000</b>
<b>Is VAT included in these costs?</b>			<b>Yes / No</b>
<b>Project expenditure before March 2023</b>			<b>£50,000</b>

**5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?**

The costs for the PC have been generated using the Councils Quantity Surveyor, they have experience of the current market for this type of work and have provided estimates based on similar projects which have been carried out in other areas.

The costs for the play park are based on an indicative quote from a Scotland Excel approved supplier.

**SECTION 6 – MATCH FUNDING**

**6.1 Please give details of confirmed or pending match funding:**

*If match funding is confirmed, please provide letters of awards with the application.*

<b>Name of funder</b>	<b>Applied YES / NO (include date)</b>	<b>Granted YES / NO (include date)</b>	<b>Amount £</b>
Common Good Fund	No	No	£150,000
Scottish Government Play Park Renewal Fund	Yes	Yes	£100,000
Amenities PC capital budget	Yes	Yes	£50,000
Fairways Community Benefit Contribution	Yes	Yes	£10,000
Ward Funding from Inverness City Wards	No	No	£50,000
Property service budget contribution	Yes	No	£100,000
Other funders (to be confirmed)	No	No	£90,000
<b>Total match funding</b>			<b>£550,000</b>
<b>CRF requested</b>			<b>£150,000</b>
<b>Total project cost</b>			<b>£700,000</b>



**6.2 Will the project involve “in kind” support?**

*This should not form part of the overall budget or counted as confirmed match funding for the project.*

**YES / NO**

**Please detail:**

**6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?**

The project cannot commence without funding support as there is currently no capital budget for refurbishment works of Play Areas within the Councils budget.

**SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by revenue generation projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

**7.1 Will the project generate revenue? Please provide a copy of the budget forecast with the application.**

**YES / NO**

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

**7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

There will be no disadvantage to local organisations or business, the shop, boating pond and train all operate within the park and should see increased footfall when the work is completed.

**7.3 Have you considered taking out a loan for the project?**

**YES-/ NO**

**Please state your reasons:** The Council is not eligible for a loan for this project.

**7.4 Have you had support from other organisations in developing the project?**

**For example:**

**Details**

**Business Gateway**

**HIE**

**Other**

**7.5 Have you previously received public funds for the organisation?**

**YES / NO**

**If yes, please provide details of awards for the last 3 fiscal years:**

Funding	Year of award	Amount £

**SECTION 8 – SIGNATURE**

*I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.*

*The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.*

<b>8.1</b>	<b>Main applicant, chairperson or equivalent</b> – <i>the person signing this application has the authority within the organisation to apply for grant funding</i>	
	<b>Signature:</b>	<b>Print:</b>  Debbie Sutton
		<b>Date</b>  24/02/23

<b>8.2 Supporting documents checklist.</b> <i>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.</i>		<b>YES / NO or Not applicable</b>
<b>1</b>	<b>Constitution or articles and memorandum</b>	NA
<b>2</b>	<b>Committee Members or Directors List</b>	NA
<b>3</b>	<b>Permissions – i.e. planning, building warrants, marine licences</b>	NO
<b>4</b>	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	NO
<b>5</b>	<b>Confirmation of match funding letters</b>	NO
<b>6</b>	<b>Bank statement – latest available</b> * <i>please provide a statement below declaring what the remaining bank balances are for.</i>	NA
<b>7</b>	<b>Annual financial accounts – latest available</b>	NA
<b>8</b>	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	YES
<b>9</b>	<b>Business plan (revenue generation projects only)</b>	NO
<b>10</b>	<b>Relevant insurance policies</b>	NA
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	NO
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	YES
<b>13</b>	<b>Partnership agreement</b>	NA

**Reason for missing documentation:**

The building warrant has not been applied for, all relevant policies can be viewed at the Council website, there is no formal confirmation of match funding available

**Declaration what the remaining bank balances are for: N/A**

**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**

[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF 1050	
<b>1.2 Organisation</b>	South Kessock Residents Association	
<b>1.3 Project title</b>	South Kessock Play Park Phase 1	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£110,000
	<b>Match funding</b>	£55,000
	<b>Grant requested</b>	£55,000
<b>1.5 Start date</b>	Changed to 1/06/2023	
<b>1.6 End date*</b>	31/03/2024	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

<b>1.7 Which of the following themes will the project meet? Please choose ONE theme.</b>	
<b>People</b>	People
<b>Place</b>	
<b>Economy</b>	
<b>Environment</b>	

<b>1.8 Privacy Notice</b>
Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a>
<b>YES</b>

## **SECTION 2: CONTACT DETAILS**

<b>2.1 Main contact name</b>	Judith Glaister
<b>Contact number</b>	
<b>Alternative contact number</b>	nil
<b>2.2 Position</b>	Secretary of South Kessock Residents Association
<b>2.3 Address</b>	
<b>Postcode</b>	
<b>2.4 Email address</b>	
<b>2.5 Website address</b>	nil

## **SECTION 3: ORGANISATION DETAILS**

<b>3.1 Organisation type</b>	<b>Please indicate (x)</b>	<b>Organisation number</b>
Company limited by guarantee		
Constituted group	X	
Public body		
Charity		
SCIO		
Other (please specify)		

<b>3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant?</b> <i>Please provide partnership agreement with the application.</i>	<b>NO</b>
---	-----------

<b>3.3 Is the organisation VAT registered?</b>  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>NO</b>
--	-----------

<b>3.4 If the organisation is VAT registered, please quote number.</b>	
--	--

<b>3.5 Is the VAT related to the project being reclaimed from HMRC?</b> <i>Provide relevant details i.e. details of exemptions.</i>	<b>Whole</b>	<b>Partial</b>	<b>None</b>

<b>Details:</b>

<b>3.6 Project delivery team</b>	
<b>Name</b>	<b>Job title/area of work</b>
Mark Grieg	Ward Manager area 14 Highland Council
Debbie Sutton	Amenities Service Manager (South)
Judith Glaister	Secretary of South Kessock Residents Association
Dell McClurg	Merkinch Community Council Chair

## **SECTION 4: PROJECT DETAILS**

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

<b>4.1 Project location - Please include postcode.</b>
South Kessock Playground at back of Carnarc Crescent IV3 8AZ
<b>4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?</b>
The land is owned by the Highland Council

<b>4.3 The Project</b>
<p><b>(a) Please summarise the project, explaining how it will achieve the funds' themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p>The play park will serve all the children and youth of South Kessock. Their parents will be able to sit and watch their offspring thus establishing socialisation amongst them. We also intend having sensory equipment for children who would benefit from it and walkers for teenagers and indeed adults.</p> <p><u>Outcomes</u></p> <p>Children have access to outdoor facilities which promote play and activity.  Children have access to spaces where they are safe and have the opportunity to socialise with their peers  The play park will increase the general health, mental as well as physical of young people and will encourage children to be more active.  It will have a positive impact on anti-social behaviour.  Encourage children to increase their time outside away from their electronic devices improves their physical and mental health and helps them become emotionally and intellectually more resilient  Children who are active throughout childhood are usually more likely to engage in regular exercise in later life.  When children have the chance to engage in physical activity, they can strengthen both physical and mental health and increase their sense of self-confidence</p>

**(b) How will the project benefit local communities or the local economy?**

The creation of a playpark in their own community will bring together its residents. Mothers can meet whilst supervising their young children. A pride in their community will ensue, as residents will be involved in the planning and decisions needed to create the play park. This in turn should help alleviate anti-social behaviour by providing a place to engage in physical activity, socialise and give a sense of ownership and self-worth.

**(c) What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

The project ie:- the installation of a play park will fill the needs of children, their parents and the youngsters of South Kessock by providing a place to meet socialise and exercise. At the moment they have nothing in this the 8<sup>th</sup> most deprived area in the Highlands of Scotland.

The Inverness Courier 17<sup>th</sup> August 2023 showed a picture of residents up in arms at the disappearance of their only play park. ‘ I think it was horrible to take it away there are lots of kids here that deserve a park’ ‘My 2 year old used to enjoy playing there’

There has been a consultation of children at the local Primary School asking them how they envisage their playground to be and what type of equipment they would like with a good and interesting response.

We will also have a consultation in the local community centre Hosted by Highland Council under the umbrella of The Locality Planning Committee with support from South Kessock Residents Association, Highland Third centre Interface and Community Council members, for the residents of South Kessock and other interested parties. This will have a plan of the proposed park for people’s comments, suggestions and approval.

I enclose letters of support from Councillor Kate McLean, Merkinch Primary School and Merkinch Community Council.

Children are always asking me ‘when are we getting our new park Judith.’

**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
Awaiting Grant Funding award	March 2023
Final Engagement session with community on park design	April 2023
Final plans confirmed	May 2023
Order equipment	May 2023
Park installation	Sept 2023


**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – *describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.*

We are hoping to use green wood for our equipment .

The play park land is already there so we will not be using virgin land.

We have a community garden very close by and 2 containers and would like to create a Hub which includes the play park and maybe get children interested in growing food in the community garden.

**Equalities impact** – *explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?*

South Kessock is the 8<sup>th</sup> most deprived area out of 7,000 locations in the latest Scottish Index of multiple deprivation statistics (SMID) with high levels of deprivation and inequalities. We will welcome every child no one will be excluded and we intend to have special sensory equipment for children who may need it. We also want to welcome older children with cross runners and such like.

**(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

The playpark should be there for many years serving many generations of children. The Highland Council has promised to maintain the play park. I enclose a letter to this effect.

**(g) Please outline how the project fits with other relevant local plans and strategies.**

Community Planning is a process which helps public agencies work together with communities to plan and deliver services which make a real difference to peoples lives. Tackling inequalities is a specific focus for the Inverness Community partnership in their development of the Inverness City and Area Locality Plan as well as the smaller area Community Actions plans for areas that are experiencing particular disadvantage. The main priorities for these plans are Poverty Reduction, Mental Health & Wellbeing, Access to Services and Community Safety and Resilience.

One of the main outcomes within those priority headings in the South Kessock and Merkinch Community Action Plan comes under the Mental Health and Wellbeing priority. It states that outcomes for children, young people and their families in South Kessock and Merkinch are positive and hopeful. Community Playparks offer a range of benefits that go far beyond aesthetics and giving



kids something fun to do. They are the heart of a community and an important gathering space that can benefit everyone. Play has a crucial role in contributing to tackling inequalities in the areas of mental health and wellbeing, learning and employment.

Community playparks provide children the opportunity to practice and hone key skills including social, emotional, cognitive and physical. Children are constantly learning through play—making new friends, sharing, taking turns and interacting with other children. This increased interaction with children of all backgrounds and abilities gives kids a more open view of the world and the opportunity to build new relationships and enable them to thrive.

<b>4.4 Does the project require planning permission or other statutory regulatory consents?</b>	<b>NO</b>
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**If YES, please detail below - provide evidence with the application if granted.**

<b>Type</b>	<b>Applied – Yes/No (include date)</b>	<b>Granted – Yes/No (include date)</b>

## **SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

**5.1 Main project expenditure** – *these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.*

<b>Budget Heading</b>	<b>Detailed costs</b>	<b>Revenue/Capital</b>	<b>Amount</b>
Down takings	Skip	Capital	£1,400
Down takings	Removal of Existing Play Equipment	Capital	£750
Down takings	Removal of Concrete	Capital	£600
Down takings	Remove and dispose of existing wet pour surfacing	Capital	£300
Down takings	Remove and dispose of existing fence plus gate	Capital	£1,900
Down takings	Remove and dispose of existing tarmac area	Capital	£1,500
Play equipment	Proposed Play Equipment cost	Capital	£58,593
Play equipment	Play equipment installation	Capital	£12,622
Surfacing	Equipment	Capital	£25,599
Surfacing	Installation	Capital	£7,018
Miscellaneous	Site equipment/delivery	Capital	£6,494
Discount	Supplier discount	Capital	-£6,776

Total capital expenditure			£110,000
Total revenue expenditure			£0
<b>TOTAL PROJECT COST</b>			<b>£110,000</b>
Is VAT included in these costs?			NO
Project expenditure before March 2023			£110,000

**5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?**

Funding would be used to purchase equipment stipulated by the Highland council (They have a list of providers they use)

## **SECTION 6 – MATCH FUNDING**

**6.1 Please give details of confirmed or pending match funding:**

*If match funding is confirmed, please provide letters of awards with the application.*

Name of funder	Applied YES / NO <i>(include date)</i>	Granted YES / NO <i>(include date)</i>	Amount £
Scottish Government play safe investment fund / pathfinder	yes	yes	55,000
Total match funding			£55,000
CRF requested			£55,000
Total project cost			£110,000

**6.2 Will the project involve “in kind” support?**

*This should not form part of the overall budget or counted as confirmed match funding for the project.*

**NO**

**Please detail:**

**6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?**

With the park in Kessock Avenue being removed, the play opportunities have been reduced and the current park at Craigton avenue is small with limited play equipment for the numbers of children within the community. By delivering a larger park within the funding will help create an improved community play area. If the award is not successful, then the play will not meet the demand within the area and have a detrimental affect on the community and its ability to access play within its catchment area. It is important to recognise the part in which the works would contribute to Community Planning.

**SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by **revenue generation** projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

**7.1 Will the project generate revenue? Please provide a copy of the budget forecast with the application.**

**NO**

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

**7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

The plot where the play park will be installed was a playpark previously

**7.3 Have you considered taking out a loan for the project?**

**NO**

**Please state your reasons: South Kessock Residents Association survives through Fun Days we have no other income and the coffers are low.**

**7.4 Have you had support from other organisations in developing the project?**

For example:	Details
Highland Council	Ward Manager
Highland Council	Elected Members
Highland Council	Community Support Co-ordinators
HTSI	TSI Services Manager
Police Scotland	Chief Inspector

## 7.5 Have you previously received public funds for the organisation?

If yes, please provide details of awards for the last 3 fiscal years:

Funding	Year of award	Amount £
Police Scotland (for a container)	2021	£4,900
Awards for all (for another container)	2020	£4,000

## SECTION 8 – SIGNATURE

*I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.*

*The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.*

8.1 Main applicant, chairperson or equivalent – the person signing this application has the authority within the organisation to apply for grant funding		
Signature:	Print: Judith Glaister	Date 7/02/2023

8.2 Supporting documents checklist.		YES / NO or Not applicable
<p>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why.</p> <p>Please refer to the guidance note on how to name/label the documentation.</p>		
1	Constitution or articles and memorandum	yes
2	Committee Members or Directors List	yes
3	Permissions – i.e. planning, building warrants, marine licences	
4	Policies – i.e. child protection, health and safety, equal opportunities	
5	Confirmation of match funding letters	yes
6	Bank statement – latest available * please provide a statement below declaring what the remaining bank balances are for.	Please see footnote

7	Annual financial accounts – latest available	yes
8	Evidence of need and demand i.e. letters of support, community consultation reports, photos	yes
9	Business plan (revenue generation projects only)	
10	Relevant insurance policies	
11	Job descriptions (CRF funded posts only)	
12	Evidence of control/ownership of asset – i.e. lease, title deeds	
13	Partnership agreement	
<p>Reason for missing documentation: At our AGM a new committee was elected which meant that all signatories had to be changed with the bank. This process is still on going. Since September no activity took place in our account and therefore no statements were issued. In January money from our Christmas Fayre was deposited which activated our account and we are expecting a bank statement on the 10<sup>th</sup> of March.</p>		
<p>Declaration what the remaining bank balances are for: Day to day running costs</p>		

Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:

[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF1097	
<b>1.2 Organisation</b>	INVERNESS YMCA	
<b>1.3 Project title</b>	WHEELCHAIR LIFT	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£23,000
	<b>Match funding</b>	£6,000
	<b>Grant requested</b>	£17,000
<b>1.5 Start date</b>	MAY 2023	
<b>1.6 End date*</b>	MAY 2023	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

<b>1.7 Which of the following themes will the project meet? Please choose ONE theme.</b>	
<b>People</b>	X
<b>Place</b>	
<b>Economy</b>	
<b>Environment</b>	

<b>1.8 Privacy Notice</b>
Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a>
<b>YES</b>

## **SECTION 2: CONTACT DETAILS**

<b>2.1 Main contact name</b>	ROSS FINLAY
<b>Contact number</b>	
<b>Alternative contact number</b>	
<b>2.2 Position</b>	CHAIRPERSON
<b>2.3 Address</b>	
<b>Postcode</b>	
<b>2.4 Email address</b>	
<b>2.5 Website address</b>	

## **SECTION 3: ORGANISATION DETAILS**

<b>3.1 Organisation type</b>	<b>Please indicate (x)</b>	<b>Organisation number</b>
<b>Company limited by guarantee</b>		
<b>Constituted group</b>		
<b>Public body</b>		
<b>Charity</b>	X	SC008143
<b>SCIO</b>		
<b>Other (please specify)</b>		

<b>3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant?</b> <i>Please provide partnership agreement with the application.</i>	<b>NO</b>
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<b>3.3 Is the organisation VAT registered?</b>  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>NO</b>
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<b>3.4 If the organisation is VAT registered, please quote number.</b>							
<b>3.5 Is the VAT related to the project being reclaimed from HMRC?</b> <i>Provide relevant details i.e. details of exemptions.</i>	<table border="1"><thead><tr><th><b>Whole</b></th><th><b>Partial</b></th><th><b>None</b></th></tr></thead><tbody><tr><td></td><td></td><td>X</td></tr></tbody></table>	<b>Whole</b>	<b>Partial</b>	<b>None</b>			X
<b>Whole</b>	<b>Partial</b>	<b>None</b>					
		X					

<b>Details:</b>
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3.6 Project delivery team	
Name	Job title/area of work
ROSS FINLAY	CHAIRPERSON
GAVIN MACKENZIE	TREASURER

**SECTION 4: PROJECT DETAILS**

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

4.1 Project location - Please include postcode.
INVERNESS CYC/YMCA BANK STREET INVERNESS IV1 1QY
4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?
<b>OWN THE BUILDING</b>

4.3 The Project
<p><b>(a) Please summarise the project, explaining how it will achieve the funds’ themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p>The current lift is not operational and needs to be removed and replaced. A new lift would take wheelchairs and prams from street level up 8 steep steps to the ground floor.</p> <p>It would allow access for all, provide inclusivity for the community we serve, help reduce isolation, loneliness and the accompanying mental health issues and allow us to increase the range of activities and services we can offer to a needy city centre.</p>
<p><b>(b) How will the project benefit local communities or the local economy?</b></p> <p>As well as activities for young people and the unemployed, several other groups such as AA, NA, Connecting Young Carers, Barnardo’s, Street Pastors and Caley House have or have had weekly meetings and would find it useful. Presently anyone with mobility issues or with young children struggle to access the lower floor and wheelchair users have no access.</p> <p>We also have elderly friends and supporters who would use the lift to access the building for social interactions.</p> <p>The new city centre community police officers have met with us and are keen to develop a link with us and support the scope of our activities. This would be mutually beneficial and an exciting project.</p>



**(c) What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

We know that current users would benefit from it.

One person in a wheelchair tried to attend the Chess Club but found it too challenging to enter the building and sadly could not participate much to his disappointment.

Another group who was considering using the building decided not to when they realised there was no facility for wheelchair or pram access.

**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
Removal of existing lift	End of May
Install new lift	End of May

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – *describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.*

N/A

**Equalities impact** – *explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?*

It will be of particular value to the elderly, those with a disability and parents of young children. We have consulted with members of these groups and they have greeted the proposed improved access with enthusiasm.

**(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

It will be serviced regularly to ensure safety for users.

We will have an operational and serviceable piece of equipment for years to come.

**(g) Please outline how the project fits with other relevant local plans and strategies.**

It will provide access to a building that is in the centre of Inverness and so within easy



Is VAT included in these costs?	YES
Project expenditure before March 2023	£0

**5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?**

I have consulted 2 suppliers and the figure quoted is based on information supplied. I await final quotations.

**SECTION 6 – MATCH FUNDING**

**6.1 Please give details of confirmed or pending match funding:**  
*If match funding is confirmed, please provide letters of awards with the application.*

Name of funder	Applied YES / NO <i>(include date)</i>	Granted YES / NO <i>(include date)</i>	Amount £
Inverness YMCA	N.A.	N.A.	6,000
<b>Total match funding</b>			<b>£6,000</b>
<b>CRF requested</b>			<b>£17,000</b>
<b>Total project cost</b>			<b>£23,000</b>

**6.2 Will the project involve “in kind” support?**  
*This should not form part of the overall budget or counted as confirmed match funding for the project.*

NO

**Please detail:**

**6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?**

The work of Inverness YMCA/CYC is funded entirely by donations of supporters and fund raising through various activities such as coffee mornings, supper evenings etc.  
 We receive no public funding and we work on the premise that the activities that we provide are open to all at no cost.

**SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by revenue generation projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

**7.1 Will the project generate revenue? Please provide a copy of the budget forecast with the application.**

NO

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

**7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

N/A

**7.3 Have you considered taking out a loan for the project?**

NO

**Please state your reasons: We do not wish to have debt.**

**7.4 Have you had support from other organisations in developing the project?**

For example:	Details
Business Gateway	
HIE	
Other	

**7.5 Have you previously received public funds for the organisation?**

NO

**If yes, please provide details of awards for the last 3 fiscal years:**

Funding	Year of award	Amount £


**SECTION 8 – SIGNATURE**

***I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.***

***The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.***

<b>8.1 Main applicant, chairperson or equivalent – the person signing this application has the authority within the organisation to apply for grant funding</b>		
<b>Signature:</b>	<b>Print:</b> Ross Finlay	<b>Date</b> 23.02.23

<b>8.2 Supporting documents checklist.</b> <i>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.</i>		<b>YES / NO or Not applicable</b>
<b>1</b>	<b>Constitution or articles and memorandum</b>	Yes
<b>2</b>	<b>Committee Members or Directors List</b>	Yes
<b>3</b>	<b>Permissions – i.e. planning, building warrants, marine licences</b>	N/A
<b>4</b>	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	Yes
<b>5</b>	<b>Confirmation of match funding letters</b>	Self funds
<b>6</b>	<b>Bank statement – latest available * please provide a statement below declaring what the remaining bank balances are for.</b>	Yes
<b>7</b>	<b>Annual financial accounts – latest available</b>	Yes
<b>8</b>	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	N/A
<b>9</b>	<b>Business plan (revenue generation projects only)</b>	N/A
<b>10</b>	<b>Relevant insurance policies</b>	Yes
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	N/A
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	Yes
<b>13</b>	<b>Partnership agreement</b>	N/A
<b>Reason for missing documentation:</b>		
<b>Declaration what the remaining bank balances are for:</b>		
Ongoing salary of youth worker, maintaining the fabric of the building, replacing equipment, heating and lighting costs, routine cleaning, deep cleaning, technology wifi, financial support for vulnerable, low income young people to attend activity camps during school holidays, providing free of charge access to our clubs and activities to vulnerable, low income people.		

**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**  
[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF1130	
<b>1.2 Organisation</b>	The Elsie Normington Foundation (ENF)	
<b>1.3 Project title</b>	The Haven Centre Project	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£4,648,769.30
	<b>Match funding</b>	£4,568,100
	<b>Grant requested</b>	£80,669.30
<b>1.5 Start date</b>	March 2022	
<b>1.6 End date*</b>	June 2023	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

<b>1.7 Which of the following themes will the project meet? Please choose ONE theme.</b>	
<b>People</b>	Our project fits with the people theme and will be providing activities for young people as well as enabling families with a child who has severe and complex needs to stay socially connected.
<b>Place</b>	
<b>Economy</b>	
<b>Environment</b>	

<b>1.8 Privacy Notice</b>
Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a>
<b>YES</b>

**SECTION 2: CONTACT DETAILS**

<b>2.1 Main contact name</b>	Kirstin Mackay
<b>Contact number</b>	[REDACTED]
<b>Alternative contact number</b>	[REDACTED]
<b>2.2 Position</b>	Programme Manager
<b>2.3 Address</b>	[REDACTED] [REDACTED] [REDACTED] [REDACTED]
<b>Postcode</b>	[REDACTED]
<b>2.4 Email address</b>	Kirstin.mackay@enfoundation.co.uk
<b>2.5 Website address</b>	Enfoundation.co.uk

**SECTION 3: ORGANISATION DETAILS**

<b>3.1 Organisation type</b>	<b>Please indicate (x)</b>	<b>Organisation number</b>
Company limited by guarantee		
Constituted group		
Public body		
Charity		
SCIO	X	SC044029
Other (please specify)		

<b>3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant?</b> <i>Please provide partnership agreement with the application.</i>	<b>NO</b>
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<b>3.3 Is the organisation VAT registered?</b>  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>NO</b>
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<b>3.4 If the organisation is VAT registered, please quote number.</b>	
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<b>3.5 Is the VAT related to the project being reclaimed from HMRC?</b> <i>Provide relevant details i.e. details of exemptions.</i>	<b>Whole</b>	<b>Partial</b>	<b>None</b>

<b>Details:</b>
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3.6 Project delivery team	
Name	Job title/area of work
Rosie Jardine (ENF)	Client Team Lead and Vice Chair
Kirstin Mackay (ENF)	Programme Manager
Colin Armstrong (CA Architects)	Design Team lead and principal architect
Tommy MacQuade (Morham and Brotchie)	Design team Quantity Surveyor
Kevin Lewis (Compass)	Contract Manager – Contractor
Greg Cooper Compass)	Site Manager – Contractor

**SECTION 4: PROJECT DETAILS**

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

<b>4.1 Project location - Please include postcode.</b>
Murray Road, Smithton, Inverness, IV2 7YU
<b>4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?</b>
We own the land. Title enclosed

<b>4.3 The Project</b>
<p><b>(a) Please summarise the project, explaining how it will achieve the funds’ themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p>The Haven Centre project will provide, a state-of-the-art, multi-purpose centre for children and young people with severe learning disabilities and complex needs in the Highlands and Islands. We will strive to deliver a safe, secure, welcoming, enriching environment, where these children and young people can find joy through play, having fun and making friends, reducing loneliness and isolation. We want to create a much loved, well used community space, where diverse groups of people can come together and socialise, creating greater understanding and awareness of disability.</p> <p>We will improve outcomes for children and young people with severe learning disabilities and complex needs by creating best practice in play, learning and development. We will strive for excellence to deliver the best experience we can for these young people through partnership working, learning all the time from what we do. We will provide access to activities where children and young people can socialise, alongside opportunities like work experience, volunteering,</p>

training and learning. As well as impacting on positive mental health, the self-confidence, knowledge and skills developed may allow these young people them to live more independently, have a regular job and become a greater part of their local community.

We will provide a holistic, supportive environment for the whole family, where all can find respite and feel connected and supported by a wider community. Evidence suggests existing services are oversubscribed. Families tell us the challenges of looking after a disabled child can leave them feeling overstretched, fatigued and stressed, while siblings can also suffer through isolation and lack of attention. Many children and young people with severe learning disabilities and complex needs also enjoy and benefit from a break from the routines of family life. Respite service provided via the Haven Centre will allow everyone in the family to rest and recuperate, positively benefitting all.

**(b) How will the project benefit local communities or the local economy?**

The economic impact of the project will be significant. Based on 13 jobs for each £1 million spent on construction there are likely to be 40 - 50 jobs during this phase and then when the Centre is functional there will be an anticipated 19 full time jobs, 11 part time roles and a number of volunteering opportunities. This will have a positive impact on Smithton where The Haven Centre will be built providing decent jobs and economic growth.

With improved community facilities for Smithton it will also improve the local infrastructure with a community café, community gardens, and much needed training and meeting spaces. This in turn helps to ensure that Smithton remains a sustainable community.

The Haven Centre and respite flats are being built on a brownfield site and will regenerate a piece of land which has lain derelict, in a prominent location, for 12 years. The Haven Centre and Respite flats will also benefit from an air source heat pump heating system which will help to reduce the carbon emissions of the centre.

The Haven Centre is an important development in the local community of Smithton. The input of the local community has been substantial and significant in the project reaching this point. Smithton & Culloden Community Council and Smithton Residents Association and the local community as a whole, are key to the vision of ENF and The Haven Centre specifically. Close relationships also exist with other local organisations including through a Youth Champion at the local secondary school and close links to primary schools.

**(c) What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

In the Highlands, there are approximately 1385 children and young adults up to age 30, who have severe or profound learning-disabilities, according to data from the Highland Council and Mencap. Of these young people, around half also have complex needs, which may include sensory impairments, mobility issues or the need to be tube-fed. This means that many mainstream activities are not accessible to these young people.

Existing local services for these young people are sorely oversubscribed, with activities such as SNAP (Special Needs Action Project) in Inverness having a 7-year waiting list for their after-school clubs. Respite facilities such as The Orchard also have waiting lists, and both NHS Highland management and families tell us there simply isn't enough respite care available. In our survey of families with a learning-disabled child, 93% believed that the quantity of respite facilities in Inverness was inadequate, and 59% said their needs were not being met.

The lack of accessible activities or a specialist centre means that learning-disabled young people do not have a place where they are able to meet friends and socialise. Loneliness is endemic amongst disabled young people, with 77% of disabled 18-35 year olds reporting feeling lonely. 14% of children with a learning disability say they don't have a single friend, compared to 1% of all children. This chimes with the experiences described by parents from across the Highlands, who say that because of the lack of access to services, their learning-disabled child spends much of their free time alone, unable to attend mainstream activities and play facilities, thus missing out on valuable social experiences. Loneliness is associated with poor physical and mental health and a lower quality of life, increasing premature mortality by 26%. We hope that the Haven Centre will reduce the prevalence of these negative outcomes by giving young people a place where they feel they belong.

Importantly, Haven will provide services for young people as they transition into adulthood. Our consultation with potential service-users showed that disabled people face particular difficulties as they outgrow children's services and leave school- and this time of change can cause great upset and isolation. Having a consistent place of belonging throughout this transitional period will be especially helpful to these young people. In addition to using the centre and its respite accommodation, young adults with learning disabilities will also be able to access supported work experience in the Haven Centre's café; which will increase employability skills in a sector of society in which only 13% are in employment, versus 80% of the general population.

As well as benefiting disabled young people, the Haven Centre will have a profound impact on the lives of their parents and families. A recent study by Carers UK showed that 2/3s of unpaid carers say that their own physical and/or mental health has deteriorated in recent months, due to the reduction in services including respite care. Without some relief, many family carers go months or years without a single night's sleep. The Haven Centre will support these families by offering respite breaks (on average, 2 full days & nights per month for 50 families), allowing them to catch up on sleep, spend time with other loved ones and feel themselves again. Siblings of learning-disabled children also suffer, as they miss out on quality time with their parents, struggle to find quiet time at home, or are unable to attend activities because their disabled siblings needs have to be prioritised. Having respite, whether that is an hour whilst the disabled young person attends an activity, or overnight whilst they are cared for in Haven's respite flats, can make all the difference to families who are pushed to their physical and emotional limits because of the constant demands of caring for their disabled child at home.

Having the centre as a community hub will mean that families have a place where they can join together to receive information and meet other families like their own, in a supportive and non-judgemental environment where they can feel understood.

#### Sources:

Emerson & Hatton, 2007. The Mental Health of Children and Adolescents with Learning Disabilities in England

Highland Council, 2020. FOI request.

Holt-Lunstad, Smith, Baker, Harris & Stephenson, 2015. Loneliness and Social Isolation as Risk Factors for Mortality: A Meta-Analytic Review

Scottish Commission On Learning Disability, 2020. Learning Disability Statistics Scotland Sense, 2017. Someone Cares If I'm Not There.

**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
*Please see attached programme to completion for the remaining project milestones	

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.

The new development will benefit from air source heat pump heating system and will have electric vehicle charging points on site in a bid to address climate change issues. Both buildings are timber frame kits from renewable managed sources, and the structural frame of the Haven Centre is also glulam timber rather than the more usual steel. We are also exploring the possibility of retro fitting solar panels to the buildings post project to generate electricity for the centre and respite flats.

The centre is situated on a main bus route with services running to the town, hospital and surrounding areas making the site more accessible and giving the centre users the opportunity to leave the car at home and take public transport.

**Equalities impact** – explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?

Discrimination against disabled people is common in our communities and we are seeking to bring about a greater inclusion in our society by providing a specialist centre in the heart of the community.

Strong links have been made with the local community where this centre will be built: Residents Association, Schools, Churches, Community Council and Third Sector organisations. Many

people have intimated that they want to work and or volunteer in the centre when it is built, so we have a strong community engagement.

Many local people in the area look forward to the community coffee shop, which will also be on site and want to be involved in the project. Many have done fundraisers and raised the profile of the vision.

These responses are all very encouraging as this reduces the stigma and harassment that often disabled families can face in their communities.

We are proud of all our community connections and networks, which we expect will diminish these negative behaviours and responses in society.

**(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

Once the centre has been built the services within the play centre will be run by SNAP Inverness and the respite suites will be run by KEY housing. Rental income and income from our community café will be invested back into the charity to allow us to develop and deliver new projects in the Highlands which will support local children and young adults with learning disabilities, and their parents and carers.

We plan to undertake feasibility studies to ascertain the need for smaller satellite Haven centres further north and in the islands as we understand that whilst the Haven Centre is situated in the Inverness it is still some distance from many in the Highlands who need the services.

Once the Haven centre is up and running, the play centre services will be expanded and provide new opportunities. We have identified a real need for more transition services and SNAP, who are running the play services, are in the process of setting up a new transitions programme. As mentioned previously, the community café within the centre will also be able to support the transitions programme by offering work placements.

The Haven Centre will be developed as a centre of excellence which supports the education and training of health, social care and childcare professionals. Research by Mencap shows one in four healthcare professionals have never been given training about learning disability. We want to create wider understanding of the needs of children and young people with severe learning disabilities and complex needs to make sure they get the best possible healthcare and will work with existing partners to achieve this.

We will also be a centre of knowledge, providing access to information and support for families, who tell us how lonely and isolating the experience of bringing up a child with disability can be. There's lots of information out there and it can be overwhelming. We want to help parents and carers by providing a one-stop shop for support – a place where they can be confident of finding support from people who have shared experiences, but also a place where they can be signposted to the wide range of existing groups, other organisations and resources, which will help them.

The Haven Centre is addressing an urgent need in the Highlands and we hope that our model may be replicated throughout other local council authority areas.

**(g) Please outline how the project fits with other relevant local plans and strategies.**

With reference to the Inner Moray Firth Development Plan and in relation to the strategy for growth areas the Haven Centre project aligns with the consolidated and vibrant city strand by regenerating a brown field site. Before the Haven Centre project, the site, a prime location within Smithton had lain derelict for 12 years. The Haven Centre will create jobs and provide a thriving community hub through the centre, café and community garden.

Sustainable economic growth is at the heart of the Highland Wide Local Development Plan's vision which the Haven Centre goes some way to achieving through it's regeneration of a brown field site and creation of jobs.

With the Haven Centre situated on a main bus route and in close proximity to local cycle network routes/paths we hope that this will reduce car journeys in the local area which aligns with one of the priorities in the Highland Wide Local Development Plan.

**4.4 Does the project require planning permission or other statutory regulatory consents?**

**YES**

**If YES, please detail below** - *provide evidence with the application if granted.*

Type	Applied – Yes/No <i>(include date)</i>	Granted – Yes/No <i>(include date)</i>
Planning permission		Yes (06/12/2021)
Building warrant		Yes (03/09/2021)

## **SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

**5.1 Main project expenditure** – *these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.*

Budget Heading	Detailed costs	Revenue/Capital	Amount
Land Costs	Land purchase	Capital	250,000
Construction including prelims	Main construction costs and preliminaries	Capital	3,832,056.70
Fit out	Furniture and Equipment	Capital	334,125
Professional fees	Design Team - Architect, Quantity surveyor etc	Capital	170,900
Contingency	Contingency	Capital	61,687.60

Total capital expenditure	£4648769.30
Total revenue expenditure	£0
<b>TOTAL PROJECT COST</b>	<b>£4648769.30</b>
<b>Is VAT included in these costs?</b>	<b>Yes</b>
<b>Project expenditure before March 2023</b>	<b>£ 3,900,000</b>

**5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?**

The online PCS system was used for the entire tendering process.

**Stage 1 Notice**

- The Stage 1 Notice was issued on the 5<sup>th</sup> July 2021 with a deadline for submissions of the 23<sup>rd</sup> July 2021.
- The Stage 1 Notice required interested parties to complete a Pre-Qualification Questionnaire (PQQ) and submit this via the PCS portal to ENF.
- The content of the PQQ was put together by a team consisting of ENF Trustees and representatives of the partners who will provide the services in the Haven Centre.
- The PQQ was sent to every company with an appropriate profile recorded on the system. This is an automatic process.
- Nine companies expressed an interest in the PQQ. Four companies submitted a response.
- All four companies submitted an acceptable PQQ, so all were then invited to tender.

**Stage 2 Notice**

- A Tender Team to create and assess the Stage 2 Notice was put together consisting of 3 ENF Trustees and the project architect, Colin Armstrong.
- The Stage 2 Notice was issued on the 6<sup>th</sup> September 2021 with a deadline for submissions of the 15<sup>th</sup> October 2021.

The Stage 2 Notice required companies to:

- Price a Bill of Quantities (BoQ) provided by the Quantity Surveyor (QS).
- Provide two referees for recent, similar work.
- Answer an additional two questions drafted by the Tender Team. The Tender Questionnaire is attached in Appendix 2.

The following companies were invited to tender:

- Bancon Construction Ltd.
- Compass Building and Construction Services Ltd.
- Morgan Sindall Construction & Infrastructure Ltd.
- Morrisons Construction

Morgan Sindall Construction & Infrastructure Ltd. withdrew from the process on the 30<sup>th</sup> September 2021.

- During the process, seventeen questions were submitted via the portal and two site visits were undertaken by tender companies.
- Three tenders were received by the 15<sup>th</sup> October 2021.
- Six references were taken from previous clients of the companies.

### Cost Analysis

- Cost analysis of the bids was carried out by the QS working on behalf of ENF and a report provided to the Tender Team.

## **SECTION 6 – MATCH FUNDING**

### **6.1 Please give details of confirmed or pending match funding:**

*If match funding is confirmed, please provide letters of awards with the application.*

<b>Name of funder</b>	<b>Applied YES / NO (include date)</b>	<b>Granted YES / NO (include date)</b>	<b>Amount £</b>
Scottish Government	Yes	Yes (01/03/2021)	£1,380,000
National Lottery	Yes	Yes (17/06/2020)	£1,100,000
Highland Council Capital Award	Yes	Yes (01/06/2021)	£250,000
Anon Donor	Yes	Yes (22/06/2020)	£250,000
Community Fundraising	Yes	Yes – Various	£255,000
Trusts and Foundations	Yes	Yes – Various	£1,083,100
Highlands and Islands Enterprise	Yes	Yes – 27/01/23	£250,000
<b>Total match funding</b>			<b>£4,568,100</b>



<b>CRF requested</b>	<b>£80,669.30</b>
<b>Total project cost</b>	<b>£4,648,769.30</b>

**6.2 Will the project involve “in kind” support?**

*This should not form part of the overall budget or counted as confirmed match funding for the project.*

**YES**

**Please detail:**

**We have had a tremendous amount of in kind support from the Highland Council throughout the development phase and into the capital phase of the project. Listed below are the contributions made;**

Local Councillor supports the Trustees Meetings

Highland Council Supported and enabled negotiation of land agreement

Highland Council Flood prevention team supportive of project development design

**6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?**

Public funding is required to provide that final tranche of funding. Throughout the lifetime of the capital project some costs have risen unavoidably and as such we have had to seek additional funding. We have pursued a number of funding avenues and opportunities in our search. The project will still happen without this funding but not to the full extent of our vision.

**SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by **revenue generation** projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

**7.1 Will the project generate revenue? Please provide a copy of the budget forecast with the application.**

**YES**

Our respite suites and community café will generate a modest amount of annual income.

The budget forecast figures are attached.

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

The revenue generated by the project will be re-invested to cover some associated running costs and to develop and deliver future legacy projects. As mentioned previously one such legacy project would be to carry out feasibility studies into the creation of smaller satellite Haven Centres in other Highland locations.

**7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

The Haven Centre will compliment rather than disadvantage current businesses and services in the area. The development is unique in that there are no other integrated respite and play service facilities in the Highlands of Scotland.

As mentioned earlier in the application current service providers cannot cope with current demand for their services, with huge waiting lists that are growing everyday, and whilst the Haven Centre will help to alleviate current pressures on local service providers it will not solve the problem entirely.

**7.3 Have you considered taking out a loan for the project?**

**NO**

**Please state your reasons:**

We would prefer not to get into business debt and will continue to source funding through grant funding bodies as well as generate our own income.

**7.4 Have you had support from other organisations in developing the project?**

For example:	Details
Business Gateway	
HIE	
Other	

**7.5 Have you previously received public funds for the organisation?**

**YES**

**If yes, please provide details of awards for the last 3 fiscal years:**

Funding	Year of award	Amount £
Scottish Government	2021	1,380,000
Highlands and Islands Enterprise	2023	250,000

**SECTION 8 – SIGNATURE**

***I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.***

***The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.***

<b>8.1 Main applicant, chairperson or equivalent – the person signing this application has the authority within the organisation to apply for grant funding</b>		
<b>Signature:</b>	<b>Print:</b>  Kirstin Mackay	<b>Date</b>  24 <sup>th</sup> February 2023

<b>8.2 Supporting documents checklist.</b> <i>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.</i>		<b>YES / NO or Not applicable</b>
<b>1</b>	<b>Constitution or articles and memorandum</b>	n/a
<b>2</b>	<b>Committee Members or Directors List</b>	n/a
<b>3</b>	<b>Permissions – i.e. planning, building warrants, marine licences</b>	YES
<b>4</b>	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	n/a
<b>5</b>	<b>Confirmation of match funding letters</b>	YES
<b>6</b>	<b>Bank statement – latest available * please provide a statement below declaring what the remaining bank balances are for.</b>	YES
<b>7</b>	<b>Annual financial accounts – latest available</b>	YES
<b>8</b>	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	YES
<b>9</b>	<b>Business plan (revenue generation projects only)</b>	YES
<b>10</b>	<b>Relevant insurance policies</b>	n/a
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	n/a
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	YES
<b>13</b>	<b>Partnership agreement</b>	n/a
<b>Reason for missing documentation:</b>		
<b>Declaration what the remaining bank balances are for: The remaining bank balance is from project grants and also includes 6 months operating reserves.</b>		

**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**  
[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

1. 1	<b>Project reference number</b>	CRF1132	
1. 2	<b>Organisation</b>	Velocity Cafe and Bicycle Workshop	
1. 3	<b>Project title</b>	Mums on Wheels Inverness	
1. 4	<b>Project costs</b>	<b>Total cost of project</b>	£8,670
		<b>Match funding</b>	£1,060
		<b>Grant requested</b>	£7,610
1. 5	<b>Start date</b>	As soon as funding is confirmed	
1. 6	<b>End date*</b>	30th September 2023	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

### 1.7 Which of the following themes will the project meet? Please choose ONE theme.

People	✓
Place	
Economy	
Environment	

### 1.8 Privacy Notice

Please confirm you have read and understood the Community Regeneration Funding privacy notice: [Privacy Notice](#)

YES

## SECTION 2: CONTACT DETAILS

2.1	Main contact name	Ferga Perry
	Contact number	[REDACTED]
	Alternative contact number	[REDACTED]
2.2	Position	Projects Coordinator
2.3	Address	Velocity Cafe and Bicycle Workshop 1, Crown Ave Inverness IV2 3NF
	Postcode	
2.4	Email address	ferga@velocitylove.co.uk
2.5	Website address	www.velocitylove.co.uk

## SECTION 3: ORGANISATION DETAILS

3. 1	Organisation type	Please indicate (x)	Organisation number
	Company limited by guarantee	X	SC414824
	Constituted group		
	Public body		
	Charity		
	SCIO		
	Other (please specify)		

3. 2	Are you applying on behalf of a partnership and is your organisation the lead applicant? <i>Please provide partnership agreement with the application.</i>	NO
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3. 3	Is the organisation VAT registered?  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	YES
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3. 4	If the organisation is VAT registered, please quote number.	GB 174572978
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3. 5	Is the VAT related to the project being reclaimed from HMRC? <i>Provide relevant details i.e. details of exemptions.</i>	Whole	Partial	None
			X	

**Details: We can claim back the VAT for capital expenditure (eg child seats, bike trailers)**

3.6 Project delivery team	
Name	Job title/area of work
Ferga Perry	Projects Coordinator/ management & finance
Katie Noble	Velocity Projects team/ delivery of sessions
Sheila Wickens	Velocity Projects team/ delivery of sessions

## SECTION 4: PROJECT DETAILS

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

4.1 Project location - Please include postcode.
We will run sessions in Hilton, meeting at various locations within Hilton including the Community Centre IV2 4HT and Greyfriars Church IV2 4PR
4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?
n/a

4.3 The Project
<p><b>(a) Please summarise the project, explaining how it will achieve the funds' themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p>The funding is to restart Mums on Wheels, a cycling support group of mums from Hilton which brought together socially isolated new parents. The group was initially started in 2019 with support from a Velocity project worker. Though most of the group owned a bike they were not cyclists, and many had not cycled for years. They decided they wanted to get out and learn how to ride their bikes with their children. Mums on Wheels gave children's bike seats, trailers and helmets to mums and ran a weekly group ride for mums with small children. It offered free bike checks and basic repairs to mum's bikes and loan bikes for those without bikes.</p> <p>Through the group, the mums became confident cycling round Hilton and felt confident riding with their kids on their bikes. They found the rides really enjoyable. They also found strength from each other and support from the group in their roles as new parents. It modelled positive behaviour to their children and got their children out in the fresh air. It also saved money when they used their bikes for shopping trips rather than paying bus fares or using a car. The mums learned new skills and were able to share this with their children. They found that this also reduced isolation and made them feel more socially connected to other people and to their community.</p> <p>The group was initially supported by a Velocity project worker once a week for 6 months. Towards the end of this time two mums trained as ride leaders and the group carried on riding, initially supported by the velocity project staff until they felt happy leading themselves. These leaders have now moved on.</p>

We're asking for funding for trailers and bike seats for kids and for a ride leader to lead the group until some more members are confident enough to be trained as ride leaders and take over. We hope that Mums on Wheels will become a regular weekly fixture for a group of at least ten people with more people dropping in regularly. We are aiming to train at least two participants as ride leaders so the group becomes self-sustaining. We will run regular bike checks and give basic maintenance classes so mums know how to put chains back on their bike, fix a puncture and adjust brakes.

Velocity now has funding confirmed to be an Active Travel Hub at least until March 2024 so will be able to continue to support the group at arms length beyond this funding with managing equipment, checking and fixing adult bikes, on going maintenance sessions, support to ensure new mums keep joining the group and supporting new confident riders to access training.

Outcomes will include

- Re-establishing a community group with a sustainable future
- Learning new skills
- Increased social connection/ reduced isolation
- Peer support for young/ new parents
- Increased activity/ access to outdoors for the parents and their children
- Increase in low carbon travel
- Access to a free activity, and cheaper travel all in one.

#### **(b) How will the project benefit local communities or the local economy?**

The project will provide vulnerable new parents within Hilton an opportunity to get out and meet other people, to feel part of a community, to learn new skills, to get some physical exercise and to model positive behaviour to their children. It gives new mums an opportunity to meet other new parents in the local area and draw on their experience and also to offer support to others as well as receive it.

Physical exercise is well known to have a positive impact on mental health. Being outside in nature also has a positive effect on mental health. Being a parent to young children is hard work, it can be isolating and it can be hard to find time for yourself. Cycling with young children offers exercise. It is something that happens at an "adult pace" but which includes young children too.

Young children will be introduced early to a different way of travelling which is fun and environmentally sustainable, making environmental choices an integral part of family life. There is the opportunity to meet other young children through this and to socialise, for both children and adults.

As well as riding weekly as a group, people can meet up outside of this whenever they want to ride together, or individually to use their bikes to get to shops and to appointments. People will know which routes feel safe to cycle with children, and how to ride safely by bike having learned this as part of the group. They will have their own long term loaned bike seats, trailers and helmets to use whenever they want.

The community will be more connected, healthier, and better able to support itself.

This group will act as a link into other bigger Inverness wide initiatives like the monthly Kidical Mass rides.

#### **(c) What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

This project gives isolated parents at risk of poor mental health the tools to get outside in nature, to get exercise and become part of a supportive group at a time when this is hardest to do and needed most.



Velocity runs Cycle to Health, which runs cycling sessions which, along with developing skills and confidence, aims to create connections and promote physical and mental wellbeing and increased connection through cycling. This project is really successful but parents are not able to join these groups with their children, and single parents often do not have childcare in place which allows them to take part.

The Mums on Wheels group contacted Velocity asking for support to re-establish the rides now that the trained leaders have moved on and momentum from the initial group has been lost. One of the mums got in touch with Velocity in the autumn to ask if the group could be re-started. The Mums on Wheels facebook group has 119 members. It has not been hugely active over the two years but there has been a positive response to suggestions of the weekly rides re-starting. Having just posted on the facebook site, 30 people have read the post, 10 people have liked it, four more new mums have said they would want to take part with another two potentially interested.

We have had contact with the Health Visitors who cover the Hilton area who say they would be well placed to support new vulnerable mums into the group if it started back up, and who say they believe there is a need for the group and that it would be well attended.

We are linked in with the local GPs through Velocity's Active Health project which works in partnership with GPs to support and encourage increased activity in people who do little or no activity.

We have good links with Mark Greig and Anna Myeshkova from the Hilton Ward who are really keen to promote community based activities in Hilton.

**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
Recruit to the delivery team	Two weeks after confirmation of funding
Liaise with partners (Hilton-based health visitors, Hilton mum and baby group, Hilton Community Centre and shops)	One month after confirmation of funding
Purchase baby bike seats and trailers	One month after confirmation of funding
Organise meeting points and times and advertise the rides	Six weeks after confirmation of funding
Start regular weekly meetings	Two months after confirmation of funding
Offer 1:1 sessions for new riders to get set up with the right equipment	Two months after confirmation of funding
Train up new ride leaders	Five months after confirmation of funding

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.

Velocity Café & Bicycle Workshop seeks, both through our work and the way in which we undertake it, to promote sustainable development. Our focus is on environmental sustainability, which invariably has strong connections with social sustainability and to a lesser extent economic sustainability. Accordingly, we aim to achieve very high standards of environmental sustainability throughout our work. This applies both to the services we provide to others and the way in which we ourselves operate.

Velocity Café & Bicycle Workshop recognises that positive human health and wellbeing is inextricably linked to the health of our planet. ‘Sustainability’ is not just about sustaining the status quo, but rather about regeneration and reuse, where a circular economy is prioritised. Velocity Café & Bicycle Workshop recognises that we are in the midst of a climate emergency. An emergency situation requires an emergency response, not business as usual.

This project will support people to feel happy cycling, teaching them skills, supporting them for long enough to gain confidence, providing friends with whom they are able to cycle and learn which routes feel safe to cycle with children. It also enables parents to model this positive behaviour to their children.

It will teach mums basic bike maintenance which will keep both their bikes and their children’s future bikes on the road.

**Equalities impact** – explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?

Velocity is committed to encouraging equality, diversity and inclusion among our workforce, and eliminating unlawful discrimination. The aim is for our workforce to be truly representative of all sections of society and our customers, and for each employee to feel respected and able to give their best. The organisation - in providing goods and/or services and/or facilities - is also committed against unlawful discrimination of customers or the public, and to actively promote inclusion and participation of people who might be less likely to typically engage with the sorts of activities that Velocity offers.

This group is aimed primarily at mums with young children. If there are dads who are interested in taking part we would include these so long as all members of the group felt comfortable with this. We appreciate that there is strength and benefits in an all female group and have run year long projects with specifically excluded men to the benefit of some of the women taking part. We would also welcome grannies and grandpas with childcare responsibilities. We have experience of working with refugees, people from other religions, people with different sorts of sexual orientation and look to run all groups in a way which promotes positivity, understanding and mutual support.

**(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

We are aiming to train at least two participants as ride leaders so the group becomes self-sustaining. We will run regular bike checks and give basic maintenance classes so mums know how to put chains back on their bike, fix a puncture and adjust brakes.

Velocity now has funding confirmed to be an Active Travel Hub at least until March 2024. The Active Travel element of this does not have capacity to run a tailored weekly ride but can continue to support the group at arms length beyond this funding. They will continue involvement to manage equipment, check and fix adult bikes as part of a Hilton based Dr Bike session, offer on going maintenance sessions for the group, and give support to ensure new mums keep joining the group and supporting new confident riders to access training.

**(g) Please outline how the project fits with other relevant local plans and strategies.**

The Highland Council say they “are committed to a carbon neutral Inverness and a low carbon Highlands by 2025”. The Highland Council is committed to the Regional Transport Strategy’s goal of 10% modal share of everyday journeys to be made by bike across Highland by 2030. This project will go towards encouraging, supporting and up-skilling the people taking part and their children towards this and raising awareness in Hilton of the benefits and possibility of cycling.

Local Development plan point 5.2.4

We will have achieved a Healthier Highlands by: • providing for the development of places that contribute to increasing healthy lifestyles, opportunities for quality open space provision and access to enjoy the outdoors; and • protecting and enhancing the green network within and around settlements leading to a cohesive and fit for purpose network of greenspaces and opportunities for active travel.

This project will support people who are very unlikely to be able to access these spaces with their young families, to be in position to live a healthier life, access open space, enjoy the outdoors, and access greenspaces around their local area.

Local Development plan point 8.2 states that we will have more efficient forms of travel – the area will have seen substantial improvements to the existing transport network through improvements to the road network, seeing an increase in the numbers of people walking, cycling as a result of the green network. People need support to have the confidence to cycle unless they are lucky enough to have had this modelled to them, and this project provides this opportunity.

The Local Development plan has a whole section (number 18) on sustainability. This project promotes and enables sustainable transport in the people taking part and models it to their family and to the wider community.

<b>4. Does the project require planning permission or other statutory regulatory consents?</b>	<b>NO</b>	
<b>If YES, please detail below - provide evidence with the application if granted.</b>		
<b>Type</b>	<b>Applied – Yes/No</b> <i>(include date)</i>	<b>Granted – Yes/No</b> <i>(include date)</i>

**SECTION 5: BUDGET**





**7.1 Will the project generate revenue?** *Please provide a copy of the budget forecast with the application.*

**NO**

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

**7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

There are no local bike shops in or around Hilton or other organisations which would be in competition for delivery this project.

**7.3 Have you considered taking out a loan for the project?**

**NO**

Please state your reasons: Velocity is not in a position to take out a loan to deliver this sort of project.

**7.4 Have you had support from other organisations in developing the project?**

For example:	Details
Business Gateway	
HIE	
Other	We had support from Highlands and Islands Social Enterprise Zone in 2015 and 2019 in the development of our Board and around Organisational structure and business strategies for the cafe and workshop.

**7.5 Have you previously received public funds for the organisation?**

**YES**

**If yes, please provide details of awards for the last 3 fiscal years:**


Funding	Year of award	Amount £
Highland Council (Roads and Transport Department)	2020	£50,000
Highland Council/ Community Links Plus	2020	£58,000
Paths for All, Smarter Choices Smarter Places (Transport Scotland funding)	2020	£43,626
NHS	2020	£6,500

Paths for All, Smarter Choices Smarter Places (Transport Scotland funding)	2021	£44,038
Highland Council Smarter Choices Smarter Places	2021	£62,000
NHS	2021	£20,000
Cycling Scotland	2021	£9,408
Paths for All; Smarter Choices Smarter Places (Transport Scotland funding)	2022	£45,750
Highland Council Smarter Choices Smarter Places	2022	£70,000
Highland Third Sector Interface Wellbeing Fund	2022	£10,903
Highland Council Place Based Investment Fund	2022	£18,872
NHS Highland	2022	£25,00
Cycling Scotland	2022	£16,998

## **SECTION 8 – SIGNATURE**

***I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.***

***The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.***

<b>8.1 Main applicant, chairperson or equivalent – the person signing this application has the authority within the organisation to apply for grant funding</b>		
<b>Signature:</b> 	<b>Print:</b>  Ferga Perry	<b>Date</b>  24/02/2023

<b>8.2 Supporting documents checklist.</b> <i>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.</i>		<b>YES / NO or Not applicable</b>
<b>1</b>	<b>Constitution or articles and memorandum</b>	Yes
<b>2</b>	<b>Committee Members or Directors List</b>	Yes
<b>3</b>	<b>Permissions – i.e. planning, building warrants, marine licences</b>	n/a
<b>4</b>	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	Yes
<b>5</b>	<b>Confirmation of match funding letters</b>	Yes
<b>6</b>	<b>Bank statement – latest available</b> * please provide a statement below declaring what the remaining bank balances are for.	Yes
<b>7</b>	<b>Annual financial accounts – latest available</b>	Yes
<b>8</b>	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	No

<b>9</b>	<b>Business plan (revenue generation projects only)</b>	n/a
<b>10</b>	<b>Relevant insurance policies</b>	Yes
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	Yes
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	n/a
<b>13</b>	<b>Partnership agreement</b>	n/a
<p><b>Reason for missing documentation:</b>  Our facebook page is private and we say we don't share anything outside the group. I haven't asked permission of the people who posted on facebook to share their words. Sorry for this oversight.  The Health Visitor I communicated with through email was not happy to share her own opinions without fully consulting the mums in person.</p>		
<p><b>Declaration what the remaining bank balances are for:</b>  Velocity's Projects current bank balance is [REDACTED] have attached a screenshot of the Quickbooks Account with the date visible.</p> <p>Velocity was recommended by HISEZ to have the salary of the CEO and Project Coordinator in hand for one year in advance to ensure continued stability of the organisation.</p> <p>All of Velocity's Smarter Choices Smarter Places funded projects need 50% match funding. The total project costs for 2023 is £183,499, 50% of which is £91,749.</p> <p>We need contingency for staff illness and to cover absences (maternity pay, jury duty etc).</p>		

**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**  
[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)





# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF1134	
<b>1.2 Organisation</b>	Community Action Raigmore Estate	
<b>1.3 Project title</b>	Purchase of shack	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£30,000
	<b>Match funding</b>	£10,000
	<b>Grant requested</b>	£20,000
<b>1.5 Start date</b>	To be agreed but sometime in 2023, hopefully by end of Spring but possibly early summer 2023	
<b>1.6 End date*</b>	To be finalised subject to legal issues and possibly planning, hopefully late summer/early Autumn 2023	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

<b>1.7 Which of the following themes will the project meet? Please choose ONE theme.</b>	
<b>People</b>	
<b>Place</b>	
<b>Economy</b>	
<b>Environment</b>	X

<b>1.8 Privacy Notice</b>
Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a>
<b>YES</b>

## **SECTION 2: CONTACT DETAILS**

<b>2.1 Main contact name</b>	Munro Ross
<b>Contact number</b>	
<b>Alternative contact number</b>	
<b>2.2 Position</b>	Treasurer
<b>2.3 Address</b>	
<b>Postcode</b>	
<b>2.4 Email address</b>	
<b>2.5 Website address</b>	n/a

## **SECTION 3: ORGANISATION DETAILS**

<b>3.1 Organisation type</b>	<b>Please indicate (x)</b>	<b>Organisation number</b>
Company limited by guarantee		
Constituted group		
Public body		
Charity	X	SC042209
SCIO		
Other (please specify)		

<b>3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant?</b> <i>Please provide partnership agreement with the application.</i>	<b>NO</b>
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<b>3.3 Is the organisation VAT registered?</b>  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>NO</b>
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<b>3.4 If the organisation is VAT registered, please quote number.</b>	
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<b>3.5 Is the VAT related to the project being reclaimed from HMRC?</b> <i>Provide relevant details i.e. details of exemptions.</i>	<b>Whole</b>	<b>Partial</b>	<b>None</b>

<b>Details:</b>	N/A
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<b>3.6 Project delivery team</b>	
<b>Name</b>	<b>Job title/area of work</b>
Munro Ross	Treasurer; finance, grants legal issues, OSCAR
Meg Shand	Chairperson; overview of all issues
Debbie Tracey, Jackie Lumsden, Stacie Shand, Vikki Shand, Kate McLeish, Jade MacKinnon	Trustee: day to day review in conjunction with Munro and Meg
Linda Smart	Secretary; Meeting minutes

## **SECTION 4: PROJECT DETAILS**

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

<b>4.1 Project location - Please include postcode.</b>
Purchase of shack for community use, currently leased. Postcode is IV2 3TT
<b>4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?</b>
<b>Currently have a lease arrangement in place with owner Helen Conway who has indicated a willingness to sell.</b>

<b>4.3 The Project</b>
<p><b>(a) Please summarise the project, explaining how it will achieve the funds' themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p>CARE has been responsible over its existence for raising funds and developing facilities in Raigmore Estate. When it has been for playparks Highland council have taken the lead and saved CARE from paying VAT and also carries our yearly inspections. Unfortunately, this has led to older equipment being declared unsafe and taken away so CARE has often either through specific fundraising or from reserves provided replacement equipment. The Highland Council do not support skateparks so the whole project was managed by the Trustees who have ongoing responsibility for its care and maintenance.</p> <p>Purchase of the Shack, which was the former Council Rent Office, ensures a facility for small meetings, coffee mornings etc. is available. While there is a landlord who is very helpful the facility was very useful during the COVID Pandemic as it was used as the base for distributing food parcels to people in most need in conjunction with other charities..</p>
<p><b>(b) How will the project benefit local communities or the local economy?</b></p> <p>CARE currently uses the premises for hosting weekly coffee mornings to allow the community to interact in an informal setting where they can bring children who can use the adjacent playpark if necessary. Donations are accepted but it is the interaction which we believe is most beneficial.</p>

**(c) What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

We have a mixed community in terms of age, gender, nationality, income so the benefits of interaction between these different groups in making a safer, friendlier estate cannot be overstated. Numbers are slowly increasing in usage which suggests the demand is there.

**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
Confirm all funding in place	One week after grant approval
Obtain definitive valuation, including fee costs	Dependent on surveyors but hopefully within a month
Check with Planning Department if there are any consents required and apply for change of use if required, although this is thought unlikely as we don't plan any alterations on the short term.	4 to 6 weeks
Finalise purchase with Helen Conway and lawyers	3 months
Launch event	Appropriate date
Carry on current activities while this being undergone	Ongoing

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – *describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.*

There are no plans to make changes in the short term so environmental impact would be either no change or improvements would happen.

Consultation with local residents on what they wanted the building to be used for but examples currently in the planning would be a tea room/juice bar with access to the toilets for those using the playpark.

**Equalities impact** – *explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?*

We are aware of the diverse nature of the estate so would look to work with such groups, using leaflets in their first language where necessary. We are aware of significant numbers of Polish residents and we would want encourage them to integrate well.

**(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

The lasting legacy would be a building in public hands via a registered charity. It would be available for use by local groups and CARE plans to continue fundraising to ensure the activities here would continue as well as for new resources for residents to use.

**(g) Please outline how the project fits with other relevant local plans and strategies.**

It fits with encouragement from both Scottish Government and Highland Council for community ownership of assets and empowering communities to do more for themselves by being more resilient.

<b>4.4 Does the project require planning permission or other statutory regulatory consents?</b>	<b>NO</b>
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**If YES, please detail below - provide evidence with the application if granted.**

<b>Type</b>	<b>Applied – Yes/No (include date)</b>	<b>Granted – Yes/No (include date)</b>

**SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

<b>5.1 Main project expenditure – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.</b>			
<b>Budget Heading</b>	<b>Detailed costs</b>	<b>Revenue/Capital</b>	<b>Amount</b>
Building purchase	Purchase	Capital	£20,000



<b>Total match funding</b>			<b>£ 10000</b>
<b>CRF requested</b>			<b>£ 20000</b>
<b>Total project cost</b>			<b>£ 30000</b>

**6.2 Will the project involve “in kind” support?**

*This should not form part of the overall budget or counted as confirmed match funding for the project.*

**YES**

**Please detail:**

None of the trustees would charge for their time and skills

**6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?**

Without public funding it would be several years before we could consider a purchase and with inflation at high levels it would effectively stop the project from ever going ahead

**SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by revenue generation projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

**7.1 Will the project generate revenue? Please provide a copy of the budget forecast with the application.**

**YES**

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

There will be some small income and this would go into the CARE accounts and available for reinvestment. Either in this project or in others agreed by the Trustees.

**7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

The small scale nature of the proposals would avoid this. Within Raigmore Estate there is only one business (Scotmid) and they are usually supportive of our ventures, this was especially true during the pandemic. There is a Community Centre which is suitable for larger events so it would not be affected by this proposal. They have no catering facilities.

**7.3 Have you considered taking out a loan for the project?**

**NO**

**Please state your reasons:**

We are a registered charity and have restrictions which would need to be overcome. As it would be the Trustees who would be jointly and severally liable for any default the whole organisation would be under threat.

**7.4 Have you had support from other organisations in developing the project?**

For example:	Details
Business Gateway	No
HIE	No
Other	No

**7.5 Have you previously received public funds for the organisation?**

**YES / NO**

**If yes, please provide details of awards for the last 3 fiscal years:**

Funding	Year of award	Amount £
Highland Council Ward Discretionary Budget	2020/21	50
COVID Non Domestic Relief for Small businesses	202/21	10000

**SECTION 8 – SIGNATURE**

*I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.*

*The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.*



<b>8.1 Main applicant, chairperson or equivalent</b> – the person signing this application has the authority within the organisation to apply for grant funding		
<b>Signature:</b>	<b>Print: Munro Ross</b>	<b>Date 2/3/23</b>

<b>8.2 Supporting documents checklist.</b> You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.		<b>YES / NO or Not applicable</b>
<b>1</b>	<b>Constitution or articles and memorandum</b>	YES
<b>2</b>	<b>Committee Members or Directors List</b>	YES
<b>3</b>	<b>Permissions – i.e. planning, building warrants, marine licences</b>	N/A
<b>4</b>	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	N/a
<b>5</b>	<b>Confirmation of match funding letters</b>	N/a
<b>6</b>	<b>Bank statement – latest available</b> * please provide a statement below declaring what the remaining bank balances are for.	To follow 3/3/23
<b>7</b>	<b>Annual financial accounts – latest available</b>	YES
<b>8</b>	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	N/A
<b>9</b>	<b>Business plan (revenue generation projects only)</b>	N/A
<b>10</b>	<b>Relevant insurance policies</b>	N/A
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	N/A
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	YES
<b>13</b>	<b>Partnership agreement</b>	
<b>Reason for missing documentation:</b>		
<b>Declaration what the remaining bank balances are for:</b>		

Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:  
[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF1183	
<b>1.2 Organisation</b>	Crown Connects	
<b>1.3 Project title</b>	Crown Connects with Ukraine	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£11,550
	<b>Match funding</b>	£0.00
	<b>Grant requested</b>	£11,550
<b>1.5 Start date</b>	1 <sup>st</sup> April 2023	
<b>1.6 End date*</b>	31 <sup>st</sup> March 2024	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

<b>1.7 Which of the following themes will the project meet? Please choose ONE theme.</b>	
<b>People</b>	X

<b>1.8 Privacy Notice</b>	
Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a>	
YES	

## SECTION 2: CONTACT DETAILS

2.1 Main contact name	Becky Fretwell
Contact number	[REDACTED]
Alternative contact number	[REDACTED]
2.2 Position	Secretary/Trustee
2.3 Address	[REDACTED]
Postcode	[REDACTED]
2.4 Email address	[REDACTED]
2.5 Website address	<a href="https://www.crownconnects.org/">https://www.crownconnects.org/</a>

## SECTION 3: ORGANISATION DETAILS

3.1 Organisation type	Please indicate (x)	Organisation number
Company limited by guarantee		
Constituted group		
Public body		
Charity		
SCIO	x	SC050700
Other (please specify)		

3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant? <i>Please provide partnership agreement with the application.</i>	NO
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3.3 Is the organisation VAT registered?  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	NO
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3.4 If the organisation is VAT registered, please quote number.							
3.5 Is the VAT related to the project being reclaimed from HMRC? <i>Provide relevant details i.e. details of exemptions.</i>	<table border="1"> <thead> <tr> <th>Whole</th> <th>Partial</th> <th>None</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Whole	Partial	None			
Whole	Partial	None					

Details:
----------

3.6 Project delivery team	
Name	Job title/area of work
Becky Fretwell	Trustee – PRINCE 2 Practitioner (Project Management), experience of event management and community engagement.
Emily Williams	Trustee – experience of organisational and financial management
Julia Dall	Trustee – experience of project management and delivery
Laura Barnfield	Trustee – experience of community development
Marion McDonald	Trustee – experience of event and project management

## SECTION 4: PROJECT DETAILS

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

4.1 Project location - Please include postcode.
Crown and City Centre, Inverness IV2 3AE
4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?
n/a

4.3 The Project
<p><b>(a) Please summarise the project, explaining how it will achieve the funds' themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p>We are aware that Highland Council are supporting many Ukrainian refugees in Inverness and our project aims to promote social inclusion in the local community, connecting residents and refugees to improve wellbeing and create a stronger community.</p> <p>We will hold 3 ceilidhs with 150 people at each event at Wasps Creative Academy, Stephens Brae, Inverness to welcome Ukrainian refugees to Inverness and to introduce them to their local community. We will hire local bands and organise catering for the events from local suppliers. There will be activities provided for younger children, and we will also arrange to have an interpreter for the evening to help with calling the dances. We will also organise transport to include refugees who are staying in hotels in Aviemore and Strathpeffer so they can also have the opportunity to attend.</p> <p>We have held initial planning meetings with Refugee Support staff in HTSI and have also reached out to Highlands for Ukraine, and Black Isle &amp; Highland Refugee Support Network, to see how we can better support our local refugees. We also have support from the Highland Council Resettlement Team who are in favour of the project. If we secure this funding, we will set up a steering group of local volunteers to run the events which will hopefully also include some of the Ukrainians themselves to ensure they are also involved in the planning stages, and so we can see</p>

what other activities would be welcomed locally. We have also discussed our proposals and received offers of help with event delivery and promotion from Ceilidhs without Walls, the International Church and Strathpeffer Community Centre who have all been involved in providing volunteer support and similar events in the past.

Crown Connects has also been invited to join the regional Integration Network meetings with all relevant support services which will help us plan the events to maximise the positive outcomes.

We will charge an entry fee for local people to attend, and this money will be used to hold further events. As a small community group, we regularly partner with other organisations to deliver projects: SHIMCA (Scottish Highlands & Islands and Moray Chinese Association), Incredible Edibles, Velocity, Red Chair Highland (formerly The Libertie Project), and Circus Artspace are some of our valued partners. We would work with them, and others, to deliver events that would promote social inclusion of the Ukrainian refugees, ensuring that we were mindful of the social support the Ukrainian refugees feel would be beneficial to them.

**(b) How will the project benefit local communities or the local economy?**

Studies suggest group dancing encourages social bonding and our hope is it will help the refugees and local community to form a positive relationship. We will encourage the Ukrainians to help organise the event and hopefully they will want to continue to volunteer within the community; to help them meet new people whilst gaining new skills including improving their English and to feel part of our community.

We hope that by making a positive introduction we will see our local Ukrainians at toddler groups, community classes, that we will stop and say hello in the street/park, that our children will play together. We also hope that they will become active members of our community and will feel empowered to help shape it.

A secondary aim is to help empower our local community. The current war in Ukraine has caused great anxiety amongst residents. By volunteering to support local Ukrainian refugees it is hoped that local people will improve their sense of control and in turn improve their wellbeing. It is also hoped that by introducing local residents to the actual refugees that an 'in-group/out-group' mentality can be avoided, preventing future prejudices from forming by integrating the refugees fully within our community in the short and longer term.

As well as providing some well needed fun in these difficult times, we see the ceilidhs as the focal point that brings everyone together – they foster common ground and create the opportunity for us to nurture lasting bonds that will promote social inclusion and improve both the refugees and local people's sense of belonging and wellbeing. Finally, we hope they will join our other volunteers at Crown Connects in promoting a just transition to Net Zero.

The award funding will all be retained in the local community – supporting a social enterprise with venue hire; local musicians and local catering and transport services.

**(c) What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

This project is intended to support refugees who are based in hotels in Inverness, as well as people in nearby communities of Aviemore and Strathpeffer. Support services are in place, particularly provided by Highland Council with additional support from HTSI and some voluntary groups such as Highlands for Ukraine and the International Church. The statutory support is mostly focussed on practicalities such as language, visas, accommodation, and employment. There is a need for social activities which will likely bring some joy, and will also help forge longer term bonds and relationships.

According to the refugee support service staff, there are currently around 725 Ukrainian refugees in the Highland area, including those in hotels and hosted accommodation, with 300 people in Inverness city. Given the terrible, ongoing situation, the support staff state that the refugees are likely to be in the area for some time, so there is an increasing need to create and strengthen these community connections, help people make friends and learn more about each other so they can feel as settled as possible considering the circumstances.

**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
Consulting, planning and delivery of Summer Ceilidh	End Aug 2023
Consulting, planning and delivery of Autumn Ceilidh	End Nov 2023
Consulting, planning and delivery of Winter Ceilidh	End March 2024

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – *describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.*

Crown Connects is a community-based SCIO that grew out of the recent pandemic. The aspirations of our community are at the heart of our projects, and many of our projects support a just transition to Net Zero. Our community cupboard addresses food waste and food poverty by distributing food in our community that would otherwise go to waste. Other recent projects have included a community orchard, to increase trees in our area and hopefully supply the community cupboard with fresh fruit in the future, and also a jumble trail, to promote the circular economy. We rely on our volunteers and are always looking at ways to increase the number of people who get involved. We also see community engagement as a way of increasing the social bonds in our community, increasing resilience and improving the wellbeing of the residents. The ceilidh project will help us make more connections and we hope that some of the refugees will join our other volunteers at Crown Connects in promoting a just transition to Net Zero.

The events themselves would be low impact – local musicians in a local venue and a mostly local audience. We would source catering locally too and seek a supplier with good environmental

credentials. We will hire a coach/minibus to transport refugees from Aviemore and Strathpeffer reducing the need for private transport.

**Equalities impact** – explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?

The project will target refugees who are currently staying in hotel accommodation in the Highlands. By providing transport from outlying areas alongside an interpreter, an accessible venue, and by working with a range of support services, we hope to be as inclusive as possible for our target group. Our community promotion will be targeted in central Inverness where residents are most likely to come in to contact with refugees and we will again aim to be as inclusive as possible, advertising the event in a range of ways including through the school and local churches, as well as posters and social media. We have a wide and diverse membership in terms of users of the community cupboard and have a good track record of involving people in our events.

**(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

The project is for 3 specific stand-alone events which will be delivered in the funding period, with no long-term need for funding for this initiative. We hope that the benefits will be long term as friendships and connections will be made which will last far beyond the project time frame.

**(g) Please outline how the project fits with other relevant local plans and strategies.**

The project complements the work of the Highland Council Resettlement Team and fills a gap in the provision of support for refugees which they are able to offer.

**4.4 Does the project require planning permission or other statutory regulatory consents?**

**NO**

**If YES, please detail below - provide evidence with the application if granted.**

Type	Applied – Yes/No (include date)	Granted – Yes/No (include date)

**SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

**5.1 Main project expenditure** – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.

Budget Heading	Detailed costs	Revenue/Capital	Amount

Venue Hire	Hire Inverness Creative Academy gym hall for three events including staff and cleaning @ £400 per event	Revenue	£1,200
Band Hire	Hire local ceilidh band for three events @ £600 per event	Revenue	£1,800
Catering	£10 per head for 150 people for three events	Revenue	£4,500
Interpreter	£200 per event	Revenue	£600
Kids Activities	£100 per event for session worker, materials, resources	Revenue	£300
Promotion	£250 per event for posters, flyers, design and translation	Revenue	£750
Transport	Small coach hire from Aviemore and Strathpeffer to Inverness x 3 (£400 per 16 seater coach)	Revenue	£2,400
Total capital expenditure			£0.00
Total revenue expenditure			£11,550
<b>TOTAL PROJECT COST</b>			<b>£11,550</b>
<b>Is VAT included in these costs?</b>			<b>Yes</b>
<b>Project expenditure before March 2023</b>			<b>£0.00</b>

**5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?**

The above costs are based on recent quotations for venue hire from Inverness Creative Academy for use of their gym hall space and including staff on the night and cleaning costs. Band hire is based on recent research with a number of local bands which are typically £500 - £550 for an evening/three hour performance, allowing for increases over the coming year. Transport costs based on a quote from a local coach hire company.

Catering costs, publicity costs and activity costs are reasonable estimates based on our recent experience of organising community events.

**SECTION 6 – MATCH FUNDING**

**6.1 Please give details of confirmed or pending match funding:**

*If match funding is confirmed, please provide letters of awards with the application.*

<b>Name of funder</b>	<b>Applied YES / NO (include date)</b>	<b>Granted YES / NO (include date)</b>	<b>Amount £</b>
n/a			



<b>Total match funding</b>			<b>£</b>
<b>CRF requested</b>			<b>£</b>
<b>Total project cost</b>			<b>£</b>

**6.2 Will the project involve “in kind” support?**

*This should not form part of the overall budget or counted as confirmed match funding for the project.*

YES

Please detail:

All the planning and organisation for the three ceilidh events will be done by local volunteers and staff from supporting organisations such as HTSI. There will be volunteer input in delivering the events – set up, clear up and ensuring everything runs smoothly on the day.

**6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?**

Without funding support we could try to put on smaller scale events if we could secure donations of band time, venue and refreshments. In the current climate when venues and performers are also struggling this might be difficult to achieve. Public funding for this project will be spent in the local economy so the benefits will also accrue to a local not-for-profit venue and to local musicians and caterers.

**SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by revenue generation projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

**7.1 Will the project generate revenue? Please provide a copy of the budget forecast with the application.**

**Yes – small scale income from ticket sales**

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

The project will generate a small amount of revenue from ticket sales, estimated at around £500 per event (£1,500 in total). Tickets will be free to refugee families with local attendees encouraged to make a donation of around £10 per ticket.

This money would then be used to support other small-scale events in the community going forward.

Events would also be used as an opportunity to fundraise for relevant charities supporting refugees, for example, with raffles etc.

**7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

The project will benefit local businesses who will be paid to provide venue, music, transport, and catering. The ceilidhs are charitable, community events and not in competition with any commercial activity in the area.

**7.3 Have you considered taking out a loan for the project?**

**NO**

**Please state your reasons:**

The project will only generate a small amount of revenue and is not intended to be financially self-sustaining in a way that would attract or be appropriate for loan funding.

**7.4 Have you had support from other organisations in developing the project?**

<b>For example:</b>	<b>Details</b>
<b>HTSI</b>	HTSI Refugee Officer has helped advise on planning the project and provided relevant contact details for local groups etc
<b>Highland Council Refugee Resettlement Team</b>	HTSI has discussed our project with the council staff who are also supportive and believe this will complement their work and benefit refugees
<b>International Church; Ceilidhs without Walls and Strathpeffer Community Development Trust</b>	All consulted about the project, supportive of plans and will help to deliver/promote the events

**7.5 Have you previously received public funds for the organisation?**

**YES**


**If yes, please provide details of awards for the last 3 fiscal years:**

<b>Funding</b>	<b>Year of award</b>	<b>Amount £</b>
Highland Council Ward Discretionary Funding (for community covid support and help setting up community food cupboard)	2020	£1,500
Highland Council Ward Discretionary Funding (support for community cupboard, and volunteer gritting team)	2021	£1,400

## SECTION 8 – SIGNATURE

***I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.***

***The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.***

<b>8.1</b>	<b>Main applicant, chairperson or equivalent</b> – <i>the person signing this application has the authority within the organisation to apply for grant funding</i>	
<b>Signature:</b>	<b>Print:</b>	<b>Date:</b>
	Becky Fretwell	23.2.23

<b>8.2 Supporting documents checklist.</b>		<b>YES / NO or Not applicable</b>
<i>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.</i>		
<b>1</b>	<b>Constitution or articles and memorandum</b>	yes
<b>2</b>	<b>Committee Members or Directors List</b>	yes
<b>3</b>	<b>Permissions – i.e. planning, building warrants, marine licences</b>	n/a
<b>4</b>	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	n/a
<b>5</b>	<b>Confirmation of match funding letters</b>	n/a
<b>6</b>	<b>Bank statement – latest available</b> * please provide a statement below declaring what the remaining bank balances are for.	yes
<b>7</b>	<b>Annual financial accounts – latest available</b>	yes
<b>8</b>	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	yes
<b>9</b>	<b>Business plan (revenue generation projects only)</b>	n/a
<b>10</b>	<b>Relevant insurance policies</b>	yes
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	n/a
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	n/a
<b>13</b>	<b>Partnership agreement</b>	n/a
<b>Reason for missing documentation:</b>		
n/a		
<b>Declaration what the remaining bank balances are for:</b>		
We are a small, relatively new organisation and have little in the way of unrestricted reserves at this time. Our bank balance includes funds still to be spent on an Awards for All project where we are employing a part time development worker, organising events and covering volunteer expenses; remainder of a Ward Discretionary grant to cover cupboard expenses, community		

engagement and gritting equipment and a recent donation towards volunteer expenses related to our community cupboard project.

**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**

[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF1184	
<b>1.2 Organisation</b>	Lovat Shinty Club	
<b>1.3 Project title</b>	Create a new Community Area	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£177,886.21
	<b>Match funding</b>	£31,625.00
	<b>Grant requested</b>	£146,261.21
<b>1.5 Start date</b>	March 2023	
<b>1.6 End date*</b>	August 2023	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

1.7 Which of the following themes will the project meet? Please choose ONE theme.	
People	X
Place	
Economy	
Environment	

1.8 Privacy Notice	
Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a>	
YES	

## SECTION 2: CONTACT DETAILS

<b>2.1 Main contact name</b>	John MacRitchie
<b>Contact number</b>	
<b>Alternative contact number</b>	
<b>2.2 Position</b>	Club President
<b>2.3 Address</b>	
<b>Postcode</b>	
<b>2.4 Email address</b>	
<b>2.5 Website address</b>	www.lovatshintyclub.co.uk

### **SECTION 3: ORGANISATION DETAILS**

<b>3.1 Organisation type</b>	<b>Please indicate (x)</b>	<b>Organisation number</b>
<b>Company limited by guarantee</b>		
<b>Constituted group</b>		
<b>Public body</b>		
<b>Charity</b>		
<b>SCIO</b>	X	SC046154
<b>Other (please specify)</b>		

<b>3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant?</b> <i>Please provide partnership agreement with the application.</i>	<b>NO</b>
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<b>3.3 Is the organisation VAT registered?</b>  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>NO</b>
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<b>3.4 If the organisation is VAT registered, please quote number.</b>	
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<b>3.5 Is the VAT related to the project being reclaimed from HMRC?</b> <i>Provide relevant details i.e. details of exemptions.</i>	<b>Whole</b>	<b>Partial</b>	<b>None</b>
			X

<b>Details:</b>

3.6 Project delivery team	
Name	Job title/area of work
Martin Bell	Project Manager
James Gallacher, JIG Groundworks	All groundworks

**SECTION 4: PROJECT DETAILS**

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

<b>4.1 Project location - Please include postcode.</b>
Lovat Shinty Club Balgate Drive, Kiltarlity, IV4 7HL
<b>4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?</b>
Yes

<b>4.3 The Project</b>
<p><b>(a) Please summarise the project, explaining how it will achieve the funds’ themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p>This is an application from Lovat Shinty Club taking the lead due to our volunteer base, ownership of the land and pavilion building.</p> <p>This is a new project, and will provide a huge benefit to young people in the community with particular growth in opportunities for girls in sport. The increased pitch surface allows the shinty club to expand the number and diversity of groups within the club. The girls only under 12’s group are currently identified as a particular area of growth for the club but without access to a pitch facility.</p> <p>The increased playing surface also allows the Kirkhill and Kiltarlity football club to have a base, using the Lovat pavilion as it was intended (a community facility, not just for shinty).</p> <p>The floodlighting will alleviate pressures on winter training facilities where currently many teams (including youth teams) are travelling to Drumnadrochit or Inverness to use floodlit Astro turf pitches. With regards to youth teams, not all parents are able to transport and having this facility in Kiltarlity village for the shoulder months would be a huge benefit.</p> <p>Lastly, the existing play park equipment is largely condemned and at the end of it’s useful life. Renewing the playpark will give infants and children a much needed facility for recreation and active play in the village.</p> <p>The wider community also expressed interest in using this additional communal area for the annual gala, the local dog agility club, any other outdoor sports</p>

**(b) How will the project benefit local communities or the local economy?**

The community has been without a proper playpark for a long time due to the age and condition of the existing equipment. The growing village would get a huge boost from good playpark facilities for the children in the area.

For many people, the shinty club is already a hub for the community but improving the play park and increasing the green space will allow the whole community to benefit from the facilities.

The increased playing surface will be open to all sports including Kirkhill and Kiltarlity Football Club. For the shinty club, enhancing the opportunities for girls in particular has been a big focus, and this facility will have no boundaries in terms of availability to the community. We hope to encourage use from other clubs and groups.

The addition of the additional green space will be open to additional events to the village, such as fayres/gala's for the entire community and we would hope that local businesses might take these opportunities to help grow their customer base such as catering and craft companies.

**(c) What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

There is an obvious need for proper playpark equipment in the village, due to the condition of the ageing equipment. The community council are in full support, and indeed there have been calls for playparks in other areas of the village therefore we are fully aware of the need for such a vital focal point for young children and parents.

Lovat Shinty Club have a pressing need to improve access to facilities for girls in the village. The need is real, as our club has a girls-only U12's group who currently cannot access the main pitch due to it's already heavy use. The girls-only group has flourished since it's inception but in order to provide lasting impact, additional playing surface is a must.

Kirkhill and Kiltarlity Football club currently have no base, or facility to call home. Kiltarlity community are keen to host the club, and this playing surface will serve as an ideal base. Making further use of the pavilion building, which is ideally positioned to serve as a community hub for sports and outdoor activity.

We have contacted all the local organisations with regards to our proposals. All are supportive of the project & exited with the additional facilities.  
Letters of support attached with this application



**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
Prepare area /groundworks	August 2023
Relocate playpark	August 2023

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.

We do not see any negative environmental impact with the delivery of this project. Improving access to play and sporting facilities within the village could reduce car miles for transport to alternative venues.

**Equalities impact** – explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?

The Club are mindful that project will be available to all groups in the community who wish to take advantage of the new facility.

Lovat Shinty Club have always welcomed anyone who wished involved with the Club, and in fact the growth in younger members, including girls has brought us to this position where our facilities are now inadequate.

We definitely have a need to improve access to proper playing surface for girls at the club, and we are very keen that this section doesn't suffer any discrimination however there is a limit to how many times our current pitch can be used.

**(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

Lovat Shinty Club will ensure the facility is maintained through our existing fundraising efforts. In terms of maintenance, we already upkeep the main pitch therefore additional grass can be maintained by our current volunteers and mower etc.

The lasting benefits/legacy will be the increase in children playing sport in the village.

For the shinty club, we are aiming to improve the quality of our main pitch and hope to attract local and national cup finals to the area, further enhancing the opportunities for the local economy.

**(g) Please outline how the project fits with other relevant local plans and strategies.**

N/A

**4.4 Does the project require planning permission or other statutory regulatory consents?**

**NO**

**If YES, please detail below - provide evidence with the application if granted.**

Type	Applied – Yes/No (include date)	Granted – Yes/No (include date)

## **SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

**5.1 Main project expenditure** – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.

Budget Heading	Detailed costs	Revenue/Capital	Amount
Playpark Equipment	Various Equipment	Capital	£55,000.00
Floodlighting	Equipment	Capital	£18,322.85
	Installation	Capital	£10,000.00
Groundworks	Formation of new pitch surface and playpark area	Capital	£94,563.36
Total capital expenditure			£177,886.21
Total revenue expenditure			£
<b>TOTAL PROJECT COST</b>			<b>£177,886.21</b>
<b>Is VAT included in these costs?</b>			<b>Partial</b>
<b>Project expenditure before March 2023</b>			<b>£0</b>

**5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?**

Quotations obtained for floodlighting and groundworks. Playpark equipment costs were provided by the Highland Council.

**SECTION 6 – MATCH FUNDING**

**6.1 Please give details of confirmed or pending match funding:**

*If match funding is confirmed, please provide letters of awards with the application.*

<b>Name of funder</b>	<b>Applied YES / NO <i>(include date)</i></b>	<b>Granted YES / NO <i>(include date)</i></b>	<b>Amount £</b>
JIG Groundworks (in kind)	Yes January 2023	Yes	£15,000
DISCRETIONARY FUNDING	Yes Feb 2023	No	£ 6,625
Club volunteers, labour (in kind)			£10,000
<b>Total match funding</b>			<b>£31,625.00</b>
<b>CRF requested</b>			<b>£146,261.21</b>
<b>Total project cost</b>			<b>£177,886.21</b>

**6.2 Will the project involve “in kind” support?**

*This should not form part of the overall budget or counted as confirmed match funding for the project.*

**YES**

**Please detail:**

Local business; JIG Groundworks has offered his time & equipment free of charge

**6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?**

After costing the project we were aware that we would not be in a position to self fund the project.

We are a small community /shinty club with the majority of our fundraising required for day to day cash flow, purchase of equipment, travel, general clubhouse costs. Kirkhill and Kiltarlity Football Club are quite a small group, with only U12's and U16's teams therefore do not have a financial standing to contribute.

**SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by revenue generation projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

**7.1 Will the project generate revenue? Please provide a copy of the budget forecast with the application.**

**YES / NO**

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

**7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

There are no issues regarding local organisations being disadvantaged as this will add further usable green space available for the whole community

**7.3 Have you considered taking out a loan for the project?**

**NO**

**Please state your reasons:** Being a SCIO we would not wish to consider loan funding as this may add a financial commitment which we do not feel would benefit the Club

**7.4 Have you had support from other organisations in developing the project?**

<b>For example:</b>	<b>Details</b>
<b>Business Gateway</b>	
<b>HIE</b>	
<b>Other</b>	

**7.5 Have you previously received public funds for the organisation?**

No

If yes, please provide details of awards for the last 3 fiscal years:

Funding	Year of award	Amount £

**SECTION 8 – SIGNATURE**

*I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.*

*The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.*

**8.1 Main applicant, chairperson or equivalent – the person signing this application has the authority within the organisation to apply for grant funding**

<b>Signature:</b>	<b>Print: John MacRitchie</b>	<b>Date 21/02/2021</b>
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**8.2 Supporting documents checklist.**

You **must** enclose the following documents (where applicable) with the application. If they are not available, please state why.

Please refer to the guidance note on how to name/label the documentation.

		<b>YES / NO or Not applicable</b>
<b>1</b>	<b>Constitution or articles and memorandum</b>	Yes
<b>2</b>	<b>Committee Members or Directors List</b>	Yes
<b>3</b>	<b>Permissions – i.e. planning, building warrants, marine licences</b>	Not Applicable
<b>4</b>	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	Yes
<b>5</b>	<b>Confirmation of match funding letters</b>	Yes
<b>6</b>	<b>Bank statement – latest available * please provide a statement below declaring what the remaining bank balances are for.</b>	Yes
<b>7</b>	<b>Annual financial accounts – latest available</b>	Yes
<b>8</b>	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	Yes
<b>9</b>	<b>Business plan (revenue generation projects only)</b>	Not Applicable
<b>10</b>	<b>Relevant insurance policies</b>	
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	Not Applicable
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	
<b>13</b>	<b>Partnership agreement</b>	Not Applicable

**Reason for missing documentation:**

**Declaration what the remaining bank balances are for:**

**The Club require the remaining bank balances for day to day running of the Club.  
We feel that with the current cost of living issues that it is prudent to have a reserve in the event that we are unable to raise funds from donations, sponsors and general fund raising events**

**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**

**[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)**



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
 Supporting documentation must be submitted with the application (see section 8.2).  
 Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF1138	
<b>1.2 Organisation</b>	Dalneigh Play Park Project	
<b>1.3 Project title</b>	Dalneigh Play Park Project	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£78,977.61
	<b>Match funding</b>	£23,769.55
	<b>Grant requested</b>	£55,228.06
<b>1.5 Start date</b>	Fundraising Began in January 22	
<b>1.6 End date*</b>	July 2023	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

1.7 Which of the following themes will the project meet? Please choose ONE theme.	
<b>People</b>	X
<b>Place</b>	
<b>Economy</b>	
<b>Environment</b>	

1.8 Privacy Notice	
Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a>	
YES	

## **SECTION 2: CONTACT DETAILS**

<b>2.1 Main contact name</b>	Liz MacIntyre
<b>Contact number</b>	
<b>Alternative contact number</b>	
<b>2.2 Position</b>	Chair
<b>2.3 Address</b>	
<b>Postcode</b>	
<b>2.4 Email address</b>	
<b>2.5 Website address</b>	

## **SECTION 3: ORGANISATION DETAILS**

<b>3.1 Organisation type</b>	<b>Please indicate (x)</b>	<b>Organisation number</b>
<b>Company limited by guarantee</b>		
<b>Constituted group</b>	X	
<b>Public body</b>		
<b>Charity</b>		
<b>SCIO</b>		
<b>Other (please specify)</b>		

<b>3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant?</b> <i>Please provide partnership agreement with the application.</i>	<b>No</b>
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<b>3.3 Is the organisation VAT registered?</b>  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>NO</b>
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<b>3.4 If the organisation is VAT registered, please quote number.</b>	
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<b>3.5 Is the VAT related to the project being reclaimed from HMRC?</b> <i>Provide relevant details i.e. details of exemptions.</i>	<b>Whole</b>	<b>Partial</b>	<b>None</b>

<b>Details:</b>



3.6 Project delivery team	
Name	Job title/area of work
Liz MacIntyre	Chair of Dalneigh Play Park Project
Marie MacIver	Treasurer of Dalneigh Play Park Project
Hannah MacSween	Secretary of Dalneigh Play Park Project

**SECTION 4: PROJECT DETAILS**

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

<p><b>4.1 Project location - Please include postcode.</b></p> <p>Hawthorn Drive Inverness IV3 5RH</p>
<p><b>4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?</b></p> <p>Highland Council own the land, please see attached letter regarding permission to replace play equipment.</p>

<p><b>4.3 The Project</b></p> <p><b>(a) Please summarise the project, explaining how it will achieve the funds’ themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p>The aim of this project is to encourage a more connected and thriving community through the redevelopment of our local play park.</p> <p>The park is situated in Dalneigh in Inverness. The play park is beside our local community centre, primary school and 5 minutes away from local shops so is very much at the heart of the local area. Dalneigh is included in the 15% Most Deprived Datazones in The Highlands and more people in the area are experiencing lower income and disadvantages. By providing this welcoming space, it will allow residents to have a safe, inviting and friendly area to socialise, increase physical and mental health by encouraging outdoor activity and more opportunities for community connection.</p> <p>We have selected that this project comes under the theme of People as it will provide spaces for the local community to interact, space for young people to participate in activities and natural opportunities for social connection. In the Have Your Say Highland survey, Spaces For People was one of the top priorities from the public with over 100 people including this as one of their highest priorities.</p> <p>We have been fundraising since January 2022 and have over £23K already raised through various sources, a large portion of this has been raised by the community itself. If successful with this fund we would be able to finalise design and purchase the play equipment within a few weeks, lead time with the contractor is 8 weeks and 4 weeks to complete the work. We would be working to a</p>
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timescale of the community being able to use the Play Park during the summer holidays which would be a much-needed free resource for families encouraging outdoor play.

When assessing the risks of the project the theme of anti social behaviour does come up. This is not something that will ever be totally solved but as we have researched and spoken with local providers and Police Scotland its more of a risk not undergoing the project than redeveloping. If the park is left for much longer it is more of a target for this behaviour. A brighter, well used and community led outdoor spaces have shown to have less damage and vandalism. This is highlighted in our by support letter by our local beat officer. Although the area will be more focused for younger aged children we hope to engage with local teenagers to provide an area for them in the next phase of the project.

The Project has many strengths. It is already in a green open space, in a location that is popular with the community. It is near the school and many parents and child minders use the area between the different school time pick ups. Future proofing has always been in the fore front of our minds when looking at equipment that will be installed, we have researched and gathered advice from professionals about what equipment will be engaging and encourage users to keep coming back and play with again and again but also with good maintenance will stand the test of time and last for decades to come.

Outcomes we are looking to achieve are in this project are-

- *Provide a stimulating and inclusive Play Area for residents of Dalneigh and beyond.*
- *Increase community participation.*
- *Build stronger Connections in the Community*
- *Help instill Community Pride.*
- *Provide a positive experience for children and young people .*
- *Connecting people with Green and Open spaces.*
- *Increase peoples health and well-being through outdoor activity.*

**(b) How will the project benefit local communities or the local economy?**

We have already seen residents become more involved in the local area by being given the opportunity to provide opinions, sharing ideas as well as attending fundraisers and events. We will also be working with the other local community groups to arrange ongoing activities such as community tidy up days. When we held our AGM in February members of the public came forward looking to get involved in community grass cutting, other uses for the green spaces and ways to work with younger people in the community to give them safe spaces.

Play parks are often the heart of the community, where parents, grandparents, neighbours and children from all walks of life go to meet. The play park will be accessible to the whole community no matter age or ability creating social equality throughout the community. We will also have a community notice board to highlight events, classes and local projects in the area that people can attend and get involved in.

The community will have a sense of achievement through the completion of this project. This group would be able to pass on any learning to other local groups who maybe inspired to carry out their own community development project.

Safe, challenging and stimulating play spaces give children the freedom to play, socialise and have fun in a space dedicated to them. We have worked with our play park designer to ensure there is enough variety and stimulation for those that use it and to keep them enthusiastic to return. The play park equipment is rated for physical aspects such as balancing, oscillating and climbing but also mental and sensory play aspects such as role play, meeting, visually stimulating and problem solving.

Active children become active adults, giving them the lifelong joys and benefits of an active life. As the play park will make the area look less run down and create a safer and more welcoming area we hope it will encourage members of the community to get out and walk around the area. There will be benches in the park for all to use.

**(c) What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

The need for this project was highlighted by local residents as the park is in disrepair and lacks equipment. The run down look of the area has encouraged vandalism and antisocial behaviour. There is not another play park in a walkable distance so many people choose not to use it without another option to take their children to. The Dalneigh Play Park project was setup by a group of Mothers with young children and Grandmothers working together to restore this to a vibrant and inclusive area for all members of the community.

When the project began in January 2022 the first thing we did was consult locally. We had sessions in the Primary School, invited High School members to young people sessions. We worked with the local community council and flyered the local area. We used the feedback from young people to tender for possible contractors with design ideas.

Now, we have a potential design, we conducted another consultation in February 2023 which in no doubted shows the feelings towards the current park. 95% of respondents were unhappy with the park. 54% used the park but not regularly with most only using it monthly. 95% would use the a new play park either on a daily or 2 to 3 times a week basis.

We asked for ages of the play park users and 76% of users were under 5. Comments showed there were not enough equipment for toddlers so we have addressed this in the design. Respondents also commented that it would be good to have more for teenagers and we would like to use a phased approach and develop this in the future.

We asked for comments on what people liked and disliked about the park here are a few that sum up the park really well –

*"I Like its close to home Dislike- there is only 1 swing. The slide is too high for most children to be able to climb up onto it. The equipment at the park is very run down. Its very uneven grounds"*

*"Equipment is old needs updated not enough for younger children, the soft tarmac is all broken and bits missing tripping hazard"*

*"Like that It's our local park, walking distance as I don't drive and our wee boy loves it. Unfortunately the bins are always overflowing with litter one doesn't even have a proper case to keep litter contained, surface is very uneven."*

*"I'm just sad how there is so much potential for a great outdoor space, yet it's never used because of the state of it. Fingers crossed this will change. I've lived in Dalneigh all my life. I now own a home in Dalneigh and have a baby and would love nothing more than a park we can use as a family, one we look forward to visiting and one we can be proud of."*

We had a lot of comments that people like the football and basketball area, this was very high in the primary school children's feedback so we have kept this area and although this is not included in the redevelopment we will work on a tidy up and maintenance of this area before the open day.

Local support has also been shown through the local fundraisers that groups and individuals have arranged. Over £3000 has been raised through local events such as Bingo nights and Baked sales.

**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

<b>Activity name</b>	<b>Achieve by (date)</b>
Finalise design of Play Park	Mid March
Order and Purchase Play Equipment	By End March 2023
Contractor removal and Installation of new Play Park	End June 2023
Open and Celebration Event	Start of July 2023

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.

When researching and selecting a play equipment provider along with importance of the design was the importance of sustainability and value of money for the project. The provider we have been working with give advice on how to make sure the play equipment is long lasting and reduces the need for replacement and 75% of their products are made from recyclable materials and at the end of the equipment's life 88%of products will be able to be recycled.

The provider is committed to on going carbon footprint reduction and has already decreased its carbon footprint by 30% over the last 10 years which has been externally assessed. They are

reducing their footprint by more sustainable raw materials, improved designs to increase service life of equipment, reduction in product waste and improvement in supply chain and transport to reduce emissions.

They are committed to leaving the construction site clean after work is done, by taking waste directly to the waste collection centre or back to their head office, where it is sorted and recycled in-house.

There will be ongoing projects to look after the park and the surrounding environment after the park is completed. We are working with both the Primary School and the Community Council to arrange community tidy up days. The Dalneigh primary is part of the Eco School programme and litter picking with pupils can teach them a lot about the environment and recycling.

We are looking into the bins that will be on site will have separate compartments for recyclable waste to make recycling easier for all park users.

We are working with the local Incredible Edible project based at the James Cameron Centre, which is just directly beside the play park, to house community litter pickers which anyone would have access to and would then be able to clear up the area and recycle any rubbish.

Through our most recent consultation we found that 83% of respondents lived less than a mile away from the park but most would drive or travel out with the area to go to a better maintained and attractive park. If the park was renovated 95% of respondents would use it more either daily or 2 to 3 times a week. This would reduce the need for travel out of the area.

**Equalities impact** – *explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?*

The play park will be accessible to the whole community no matter age or ability creating social equality throughout the community. There will be accessible play equipment incorporated for wheelchair users and those with mobility needs and benches throughout the area.

All the equipment in the design has a rating for motor inclusion, mental inclusion and sensory inclusion. This has a rating from 0 to 3. They also have a play value to make sure that the equipment is stimulating for the users. This has helped us make sure there is an excellent balance of equipment available for all to use.

**(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

We see this project having lasting benefits for many decades to come. With good maintenance the park equipment will be long lasting. The play park equipment provider manufactures their own equipment and have developed specific parts for equipment that comes under extreme stress such as springers and swings. This ensures reliability of products as well as preventing wear, deformation and breakage of mechanical parts.

We will continue links with the community Council to gain any feedback and support any issues that may arise and work with the partners we have gained to problem solve these.

This project will have a long-lasting benefits on the health and well being of not only children but of families and community members. Giving children a space to learn and play, families social time together in open green spaces and community members more confidence to walk and sit in a brighter well used area. The benefits that Children gain through Play and outdoors lasts long into adulthood.

The project will have an on going legacy as the increased community participation and pride we are already beginning to see has already had community members come forward and champion new ideas and projects. We will continue to work with community members to support efforts to make Dalneigh a better, brighter and stronger community.

**(g) Please outline how the project fits with other relevant local plans and strategies.**

Firstly, our project fits with the Scottish Government, Play Strategy for Scotland when it states - *open space allows children and young people to be physically active and challenge themselves so they sleep and eat well and form healthy habits that will stay with them for life. In particular, daily contact with nature and playing in natural spaces has additional benefits and promotes greater use of these community green spaces as adults.* Our consultation shows that if the park was redeveloped 43% of respondents would use it daily and 34% would use it 2 to 3 times a week, making a part of local young peoples routine growing up and likely to continue to adulthood

*Also in this strategy it comments that Stimulating environments reduce the incidence of aggressive and destructive behaviour. The importance of interesting outdoor spaces designed in partnership with children and young people cannot be overstated.*- Our park has been designed with the input from local young people from the primary school and we also had a session with pupils from the secondary school. Through our consultation the destructive behaviour was highlighted as a current issue and through our supporting letter from local police, they agreed that well maintained stimulating areas reduce this type of behaviour, helping all residents in the area to feel safer.

In the Highland Council “Future Highland” Programme setting out the key strategies and vision for 2022 to 2027. We cover many areas such as under Fair and Caring Highland we will be helping to improve quality of life by providing a range of traditional and sporting activities and lifestyles through our play park. We also cover “Resilient and Sustainable Communities” as this project is already strengthening the communities resilience to work together to achieve a goal and further projects have come forward and will be worked towards in the future. Redeveloping the play park will also make this space cleaner and safer.

In The Highland Council “Have Your Say” Survey, Dalneigh Play Park was highlighted as one of the 19 projects on the ideas board. In the survey Spaces For People was one of the top priorities from the public with over 100 people including this as one of their highest priorities. The Project also fits under the theme of Places within the recreational area section and the survey showed that people in Inverness valued this with over 75 people including this as a highest priority. In the high categories the play park would support the outcomes of staying socially connected as an outdoor meeting area open to anyone, activities for young people and investing in community organisations.

We have worked closely with the amenities team through out the project and in discussion regarding the new play area strategy that is being developed sustainability, inclusive and natural play will be key. These are all aspects we have kept in mind when developing the design. The materials are long lasting, we have inclusive equipment within the layout and natural environment around us is key design element highlighting the amazing water that surrounds Dalneigh through the canal.

We have been asked to support the Inverness Community Partnership Dalneigh Action Plan and although on hold at the moment, this will be something we will input to and encourage others to get involved in.

We are working with the Incredible Edible project based in the James Cameron Centre to link the 2 spaces together. Although different in activity the 2 projects have a lot of synergy. We will have a notice board at the park with information on the garden and, they will keep our community litter pickers. We hope we can share volunteers in to the future. At our open event, we would like to highlight both spaces.

<b>4.4 Does the project require planning permission or other statutory regulatory consents?</b>		<b>NO</b>
<b>If YES, please detail below - provide evidence with the application if granted.</b>		
<b>Type</b>	<b>Applied – Yes/No (include date)</b>	<b>Granted – Yes/No (include date)</b>

## **SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

<b>5.1 Main project expenditure – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.</b>			
<b>Budget Heading</b>	<b>Detailed costs</b>	<b>Revenue/Capital</b>	<b>Amount</b>
Play Park Construction	Play equipment and installation	Capital	£39,424.26
	Benches and installation	Capital	£1,782.08
	Groundwork and landscaping	Capital	£4,440.80
	Safer Surfacing	Capital	£27,979.90
	Bins and installation	Capital	£1,297.86
	Delivery	Capital	£4052.71





Community Fundraising Events	Yes	Yes	£3011.40
<b>Total match funding</b>			<b>£23,769.55</b>
<b>CRF requested</b>			<b>£55,228.06</b>
<b>Total project cost</b>			<b>£78,997.61</b>

### 6.2 Will the project involve “in kind” support?

*This should not form part of the overall budget or counted as confirmed match funding for the project.*

**YES**

**Please detail:**

The Highland Council have agreed to purchase the equipment so that we will not need to pay VAT

### 6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?

We feel this project is well matched to the outcome’s and objectives of the Community Regeneration fund and that the area of Dalneigh would benefit greatly from this much needed boost of public funding. The community has worked hard to raise match funding of £23k through a variety of different means including community fundraising events. If we were unsuccessful for this funding, we would continue our efforts, we would not scale back the project we would continue to fundraise.

We estimate that this would take a further 3 years for the project to be completed. The risk of this being that community buy in would fade. We would have to keep consultations fresh with no movement forward which is disheartening for community members and frustrating. The park would also be in a worse state of repair and the cost of redeveloping may increase.

## **SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by revenue generation projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

### 7.1 Will the project generate revenue? *Please provide a copy of the budget forecast with the application.*

**YES / NO**

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

### 7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?

7.3 Have you considered taking out a loan for the project?	
YES / NO	
Please state your reasons:	
7.4 Have you had support from other organisations in developing the project?	
For example:	Details
Business Gateway	
HIE	
Other	

7.5 Have you previously received public funds for the organisation?		
YES / NO		
If yes, please provide details of awards for the last 3 fiscal years:		
Funding	Year of award	Amount £

**SECTION 8 – SIGNATURE**

*I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.*

*The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.*

8.1 Main applicant, chairperson or equivalent – the person signing this application has the authority within the organisation to apply for grant funding		
	Print:Liz Macintyre	Date22-02-23

8.2 Supporting documents checklist. You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why.	YES / NO
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<i>Please refer to the guidance note on how to name/label the documentation.</i>		<b>or Not applicable</b>
<b>1</b>	<b>Constitution or articles and memorandum</b>	Yes
<b>2</b>	<b>Committee Members or Directors List</b>	Yes
<b>3</b>	<b>Permissions – i.e. planning, building warrants, marine licences</b>	Yes
<b>4</b>	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	
<b>5</b>	<b>Confirmation of match funding letters</b>	Yes
<b>6</b>	<b>Bank statement – latest available</b> * please provide a statement below declaring what the remaining bank balances are for.	Yes
<b>7</b>	<b>Annual financial accounts – latest available</b>	Yes
<b>8</b>	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	Yes
<b>9</b>	<b>Business plan (revenue generation projects only)</b>	Yes
<b>10</b>	<b>Relevant insurance policies</b>	
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	Yes
<b>13</b>	<b>Partnership agreement</b>	
<p><b>Reason for missing documentation: we do not have or need a policy for purchasing play park equipment. we do not have or need insurance or a partnership agreement. Most up to date bank statement is on its way to me.</b></p>		
<p><b>Declaration what the remaining bank balances are for:</b></p> <p>All remaining bank balance is for the Dalneigh Play Park Project to purchase play equipment. Match funding as documented in section 6.1 is confirmed and received in bank.</p>		

**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**  
[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
 Supporting documentation must be submitted with the application (see section 8.2).  
 Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF1192	
<b>1.2 Organisation</b>	Stratherrick and Foyers Community Trust	
<b>1.3 Project title</b>	Improved pathways project	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£costs to be sent by 15 <sup>th</sup> March as agreed
	<b>Match funding</b>	£7000
	<b>Grant requested</b>	£20000
<b>1.5 Start date</b>	June 2023	
<b>1.6 End date*</b>	September 2023	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

<b>1.7 Which of the following themes will the project meet? Please choose ONE theme.</b>	
<b>People</b>	
<b>Place</b>	X
<b>Economy</b>	
<b>Environment</b>	

## 1.8 Privacy Notice

Please confirm you have read and understood the Community Regeneration Funding privacy notice: [Privacy Notice](#)

YES

## SECTION 2: CONTACT DETAILS

<b>2.1 Main contact name</b>	Sarah Byrne
<b>Contact number</b>	[REDACTED]
<b>Alternative contact number</b>	
<b>2.2 Position</b>	Fundraiser
<b>2.3 Address</b>	[REDACTED]
<b>Postcode</b>	IV2 6UN
<b>2.4 Email address</b>	<a href="mailto:Sarah@sfctrust.org.uk">Sarah@sfctrust.org.uk</a>
<b>2.5 Website address</b>	<a href="https://www.stratherrickcommunity.org.uk/">https://www.stratherrickcommunity.org.uk/</a>

## SECTION 3: ORGANISATION DETAILS

<b>3.1 Organisation type</b>	<b>Please indicate (x)</b>	<b>Organisation number</b>
Company limited by guarantee	x	SC270423
Constituted group		
Public body		
Charity		
SCIO		
Other (please specify)		

<b>3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant?</b> <i>Please provide partnership agreement with the application.</i>	<b>NO</b>
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<b>3.3</b> Is the organisation VAT registered?  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>NO</b>		
<b>3.4</b> If the organisation is VAT registered, please quote number.			
<b>3.5</b> Is the VAT related to the project being reclaimed from HMRC? <i>Provide relevant details i.e. details of exemptions.</i>	<b>Whole</b>	<b>Partial</b>	<b>None</b>
<b>Details:</b>          			

<b>3.6 Project delivery team</b>	
<b>Name</b>	<b>Job title/area of work</b>
Graeme Ambrose	Volunteer Lead Chair
Sharon Ferguson	Fundraising and Project Support

## **SECTION 4: PROJECT DETAILS**

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

<b>4.1 Project location - Please include postcode.</b>
Path 1 - IV2 6UN – Connecting Whitebridge to Foyers  Path 2 – IV2 6XR – Connecting Inverfarigaig to Foyers
<b>4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?</b>

No

#### 4.3

#### The Project

**(a) Please summarise the project, explaining how it will achieve the funds' themes as noted in 1.7, and list which outcomes it hopes to achieve.**

**Place** – There has been a significant amount of groundwork research by the community volunteer pathways group who have highlighted 2 key pathways that require maintenance and access improvement, so that the community and visitors can connect to Foyers from 2 key places.

Path 1 to connect Whitebridge village to Foyers and Path 2 to connect Inverfarigaig to Foyers.

**PATH 1 - Between Whitebridge & Foyers on the South Loch Ness Trail:** There are two stream crossings both of which regularly rise in level in wet weather and make crossing almost impossible without getting wet feet. By simply laying in some large steppingstones this issue would be negated. We also want to add in improvements to the one small water crossing along the route which has a bridge in situ. This path needs overall improvement to secure immediate use and in the longer term.

**PATH 2 - Between Foyers & Inverfarigaig on the South Loch Ness Trail:** There is a short section through dense wood and out over a small boggy area which has long needed upgrading. It is on a section of the trail that is popular both with locals and visitors and is getting steadily worse, particularly as more bikers are now using it. First, the section from the 'chain stone' to where Highland Council put in a few big stones as steps several years ago. This requires infill and evening up of the existing path. Second, in the wooded section it requires path definition, some signage and some path building as in steps. The third section where the path emerges from the woods and eventually joins the path where it splits in 2 directions, has big drainage issues and could do with new path building. Again this is a key path for which there needs to be appropriate signage and waymarkers.

The 2 key identified paths have become unusable as the path has degraded. This work will open the access once again for everyone and ensure usable access whilst also connecting our communities.

This is in direct response for the need to connect our communities and enable everyone to access trails and designated footpaths that are free from barriers. This is key to enabling everyone to reach the great outdoors which will have the following outcomes:-

1 – Improved access to connect our rural communities and thus building confidence and resilience in accessing the car free open spaces as a viable alternative to getting to and from our local communities.

2 - This community led solution will enhance the sustainability of our community. The improvements made will ensure that all users are able to reach the open countryside and utilise these pathways as viable options between each place with immediate impact and in the longer term. Thus strengthening our connection with each other.

3 – We are a rurally dispersed community and the more ways we can build on connecting our communities the better for physical, mental and wellbeing purposes.

**(b) How will the project benefit local communities or the local economy?**

**There are numerous benefits. Namely, our rurally dispersed community will be better connected. Foyers has by far the largest population and with the school and Boleskine community carers sited there, plus the shop and post office, this will clearly enhance the off road connection to this key hub of activity. Whitebridge and Inverfarigaig can then in essence be joined together via one continuous, usable access route.**

**Visitors to the area will be able to enjoy and explore the wilderness of our area and connect to the landscape and nature benefits of this unique part of the world.**

**Moreover, our community will reap huge benefit as the start of this key pathways and place project begins. These initial core paths will ultimately end up linking further pathways and trails that remain unused. By enabling easy and open access to improved defined paths, everyone will be able to enjoy the connection to each other, landscape and nature for mental health and wellbeing.**

**Better pathways mean people are more likely to use them and this will be if benefit for the improvement of physical health whether walking, running or cycling. Horse owners will be able to ride their horses safely, off the roads and accessing safe, off road riding tracks.**



**(c) What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

*The Pathways and Outdoors has been a key wish of the local community. You can see from our comprehensive Community Action Plan and subsequent place planning that this project hits 3 key themes.*

*Community Life, Better Connections , Outdoors and Nature.*

*These key themes ranked highly across all areas of our community and illustrates the aspirations and need of everyone. Further, prior to covid and the degradation of the pathways the schools would hold nature trails along these paths, there were community walks and more people across the community were utilising them be it runners, riders or walkers. That activity obviously halted during covid and the usability of the pathways declined. It is key to improving these to enable path users the ability to access now that things are returning to normality and evidence to this can be seen in the CAP and Place Plan.*

Please see the link here to the comprehensive community consultation which specifically highlights the need for access to our outdoors, improved community life and better connections. <https://www.stratherrickcommunity.org.uk/community-action-plan/>

**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

**Activity name**

**Achieve by (date)**

Obtain quotes from contractors	May 2023
Start work on site	June 2023
Complete works	September 2023

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – *describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.*

**We shall aim to use natural materials where possible which will be sourced as close to the sites as possible. We will also try to use local contractors where possible. All of this will keep the carbon footprint of the works as low as possible.**

**The project seeks to improve the current condition of the paths that connect the community, as such we anticipate this will result in alternative travel in some cases, to car use and therefore be a proactive element to achieving net zero. Improved paths that connect services and amenities can offer car alternative whether by foot, bicycle or horse!**

**Equalities impact** – *explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?*

**No we shall not target specific groups, the point of the improvement of the pathways is to make them accessible to everyone. Currently, only the ambitious and adventurous can access as this requires a lot of bog wading and wet feet. By improving the path all abilities of walker will be able to use them.**

**We have considered that not everyone can carve their way through over grown woodlands and**

**(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

We have employed 2 fundraisers who are proactive in seeking funds for important infrastructure projects such as this. As part of their job role, they are highlighting areas that need additional financial support and developing community groups to take action when needed with a funding forecast plan being put in place to bring funding in from other sources as well as any maintenance income from the Community Trust.

**(g) Please outline how the project fits with other relevant local plans and strategies.**

**This fits directly with the findings of the community place plan which is a key body of work produced after the community action plan and illustrated the need to connect and support rural communities that are challenged by the lack of services and amenities.**

<b>4.4 Does the project require planning permission or other statutory regulatory consents?</b>		<b>NO</b>
<b>If YES, please detail below - provide evidence with the application if granted.</b>		
<b>Type</b>	<b>Applied – Yes/No (include date)</b>	<b>Granted – Yes/No (include date)</b>

**SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

<b>5.1 Main project expenditure – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.</b>			
<b>Budget Heading</b>	<b>Detailed costs</b>	<b>Revenue/Capital</b>	<b>Amount</b>
	Costs to be sent asap as waiting on this owing to the quick turnaround of the successful EOI to full app. We have spoken a member of your team who has asked us to submit and send costs as soon as they arrive on the 13 <sup>th</sup> March		



<b>Total match funding</b>			<b>£7000</b>
<b>CRF requested</b>			<b>£20000</b>
<b>Total project cost</b>			<b>£tbc</b>

**6.2 Will the project involve “in kind” support?**

*This should not form part of the overall budget or counted as confirmed match funding for the project.*

**YES**

**Please detail:**

**We have already had significant contribution from our community action group who have researched and driven the project with support from paid staff of the SFC Trust.**

**6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?**

The Trust has several legacy projects that are in place and / or going through planning with funds from the windfarms already set aside to secure for the benefit of the community in the years to come. This pathway project has been one that has been recently identified, no doubt through the impact of covid and the captured mindset of the community now living in a different world post covid. We need these funds to make this core path project happen.

**SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by **revenue generation** projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

**7.1 Will the project generate revenue? Please provide a copy of the budget forecast with the application.**

**NO**

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

**7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

There is no disadvantage to local organisations or businesses. By improving the core path network for these initial primary paths ( 1 and 2), the businesses will benefit since they are able to promote these to their visiting customers as part of the visitor experience.

**7.3 Have you considered taking out a loan for the project?**

**NO**

**Please state your reasons: As we feel that we can attract funds for the project.**

**7.4 Have you had support from other organisations in developing the project?**

<b>For example:</b>	<b>Details</b>
<b>Business Gateway</b>	
<b>HIE</b>	
<b>Other</b>	Visit Loch Ness

**7.5 Have you previously received public funds for the organisation?**

YES


If yes, please provide details of awards for the last 3 fiscal years:

Funding	Year of award	Amount £
Community Growing Programme	2023	£10,594

## SECTION 8 – SIGNATURE

*I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.*

*The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.*

8.1 Main applicant, chairperson or equivalent – the person signing this application has the authority within the organisation to apply for grant funding		
Signature: 	Print: SL Byrne	Date 24/02/2023

8.2 Supporting documents checklist. <i>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.</i>		YES / NO or Not applicable
1	Constitution or articles and memorandum	YES
2	Committee Members or Directors List	YES
3	Permissions – i.e. planning, building warrants, marine licences	NO
4	Policies – i.e. child protection, health and safety, equal opportunities	NO
5	Confirmation of match funding letters	NO

6	<b>Bank statement – latest available</b> * please provide a statement below declaring what the remaining bank balances are for.	YES
7	<b>Annual financial accounts – latest available</b>	YES
8	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	YES
9	<b>Business plan (revenue generation projects only)</b>	NO
10	<b>Relevant insurance policies</b>	YES
11	<b>Job descriptions (CRF funded posts only)</b>	NO
12	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	NO
13	<b>Partnership agreement</b>	NO
<b>Reason for missing documentation:</b>		
<b>Declaration what the remaining bank balances are for:</b>		

Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:

[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



Ref	Organisation	Project title	Project description	Ward No.	Ward	Total project cost	Capital Costs	Revenue Costs	Grant Requested (Capital)	% CRF Request	Project start date	Project end date	Consents in place	Match Funding	Project Type	Project Robustness	Engagement & Support	Meeting a Need of Demand/Market Demand	Legacy & Exit Strategy	Equality's issues/impacts	Environmental sustainability	Value for Money	Match funding	Meets Local Priorities	Additionality	Score	DO Comments	
1138	Dalneigh Play Park Project	Dalneigh Play Park Project	Redevelopment of playpark in area of deprivation following significant community consultation and work on design. Costs include play equipment, benches and installation, groundwork, landscaping and resurfacing	14	Inverness Central	£78,977.61	£78,977.61	£0.00	£55,228.06	70%	Mar-23	Jul-23	Y	Y	Recreational Areas	3	3	3	3	3	3	3	3	3	3	2	29	Additionality - Estimate 3 years to self fund but would risk level of community buy in
1050	South Kessock Residents Association	South Kessock Play Park	New play park within area of high deprivation following removal of 2 playparks. Costs are for resurfacing and installation of play equipment	14	Inverness Central	£110,000.00	£110,000.00		£55,000.00	50%	Jun-23	Mar-24	Y	Y	Recreational Areas	3	3	3	3	3	3	3	3	3	3	2	29	Consider as partnership project and clarify THC role as grant condition. Additionality - Lesser quality play park could be installed without funding but would not meet demand/achieve benefits & outcomes.
1032	The Ledge SCIO - OSCR SC047530	The Ledge	Opening of Scotland's "Bouldering Centre of Excellence" and a climbing wall dedicated to helping those with identifiable social, environmental, physical or mental health needs. Funding request to complete capital expenditure and final payments to lead contractor for e.g. fire safety corridor	14	Inverness Central	£1,459,431.00	£1,246,931.00	£212,500.00	£100,000.00	7%	Jul-22	Mar-23	Y-in part	Y	Wellbeing support/ Sports facilities/ Support for Social Enterprises	2	3	3	3	3	3	3	3	3	3	2	28	Scheduled to open end March but invoice payments outstanding. Affected by Covid, supply chain, cost of steel and most costs of delivering project increased by 15% - 25%. Removed 'nice to have' and stripped back project. Describe strong project team. Second part building warrant outstanding (water, heating, ventilation) but no issues and to be received before opening.
1130	The Elsie Normington Foundation	The Haven Centre Project	Delivery of The Haven Centre, building a respite and play centre to provide support to people locally and from further afield. The centre will address the needs of children and young people, up to the age of 30, with learning disabilities, including those with high support needs. CRF to cover unforeseen costs arisen over course of project.	17	Culloden and Ardersier	£4,648,769.30	£4,648,769.30	£0.00	£80,669.30	2%	Mar-22	Jun-23	Y	Y	Spaces for People	2	3	3	3	3	3	3	3	3	3	2	28	Some unforeseen costs have arisen over the course of the project, e.g fencing not high enough, CCTV required, lighting design not fit for purpose. Anticipate open in August. Public funding required to provide final tranche of funding. Project will still happen without this funding but not to full extent
1038	Highland Council	Whin Park Refurbishment	Enhancements to existing facilities at Whin Park. Year 1 will look at refurbishment of the toilet facilities, main play park equipment and improvements to the paths and signage around the park. Year 2 will be adding to the other areas within the park area with additional play equipment and any other identified works required.	13	Inverness West	£700,000.00	£650,000.00	£50,000.00	£150,000.00	21%	Nov-22	Mar-24	N- Building warrant required	Y- Partial	Recreational Areas	2	3	3	3	3	3	3	3	2	3	3	28	MF partially confirmed and some not yet applied for - project will be conducted as series of work packages in line with funding available. Feasibility study not yet complete. Public consultation underway. Building warrant required. Grant conditions relating to evidence from Feasibility Study and confirmation of Match Funding
1097	Inverness YMCA	Wheelchair Lift	Costs are for removal of existing faulty lift that is no longer fit for purpose/ meet standards and installation of replacement to enable access for all to YMCA.	14	Inverness Central	£23,000.00	£23,000.00	£0.00	£17,000.00	74%	May-23	May-23	N/A	Y	Spaces for People	3	3	3	3	3	2	3	3	3	2	3	28	Env - no impact Local priorities - limited response
1184	Lovat Shinty Club	Create a new Community Area	The project consists of (i) Reconfiguring existing playpark & replacing some equipment (per THC instruction), (ii) creating a new green space for community use and as an additional pitch for football/ shinty, (iii) Floodlighting to allow the area to be used year round for training etc	12	Aird and Loch Ness	£177,886.21	£177,886.21	£0.00	£146,261.21	82%	Mar-23	Aug-23	N/A	Y	Sports Facilities/ Recreational Areas	3	3	3	3	3	2	3	2	2	3	27	Env - Minimal impact- less travel requirements to alternative venues MF - labour in kind from club volunteers and local contractor. c€6K PBI MF Local priorities -limited response provided Conditions required for THC MOU relating to playpark and confirmation of MF/ In-Kind	
1134	Community Action Raigmore Estate	Purchase of shack	Purchase of building (incl professional fees) that is currently leased from a private owner to run weekly coffee mornings for adults and children's activities in school holidays	16	Inverness Millburn	£30,000.00	£20,000.00	£10,000.00	£20,000.00	67%	May-23	Sep-23	N- planning may be required for change of use	Y	Staying Socially Connected	2	3	3	2	2	2	2	2	3	3	25	Cost is estimate, building warrant may be required Equalities - limited response Env- no change VFM- Building value TBC. Building valuation will be a condition of grant	
1192	Stratherrick & Foyers Community Trust	Improved pathways project	Maintenance and access to 2 key pathways which will enable the community and visitors to connect to Foyers from 2 key places	12	Aird and Loch Ness	£ 27,000.00			£20,000.00	74%	Jun-23	Sep-23	Y	Y	Access to Outdoors	2	3	3	2	3	3	2	3	2	2	25	Feasibility Study not completed and quotes not yet obtained. Awaiting confirmation of other funds. Costs TBC. Grant condition relating to Feasibility Study.	

Total Allocation Difference £ 644,158.57 £ 562,320.00 -£ 81,838.57

Revenue Projects																												
Ref	Organisation	Project title	Project description	Ward No.	Ward	Total project cost	Capital Costs	Revenue Costs	Grant Requested (Revenue)	% CRF Request	Project start date	Project end date	Consents in place	Match Funding	Project Type	Project Robustness	Engagement & Support	Meeting a Need of Demand/Market Demand	Legacy & Exit Strategy	Equality's issues/impacts	Environmental sustainability	Value for Money	Match funding	Meets Local Priorities	Additionality	Score	DO Comments	
1132	Velocity Cafe and Bicycle Workshop	Mums on Wheels Inverness	To enable Velocity restart Mums on Wheels, a cycling support group of mums from Hilton which brought together socially isolated new parents. Costs include staffing, bike seats/ trailers	16	Inverness Millburn	£8,670.00	£0.00	£8,670.00	£7,610.00	88%	Mar-22	Sep-23	N/A	Y	Staying Socially Connected/ Active Travel	3	3	3	3	3	3	3	3	2	3	3	29	Job description ready. 12% own MF in place.
1183	Crown Connects SCIO	Crown Connects with Ukraine	3 Ceildhs (150 attendees each) to be organised with HTSI at Wasps to welcome Ukrainian refugees and help introduce them to the local community. Costs include band, venue hire, catering, advertising, kids activities, translator and transport.	14	Inverness Central	£11,550.00	£0.00	£11,550.00	£11,550.00	100%	Apr-23	Mar-24	N/A	N- In kind	Staying Socially Connected	2	3	2	2	2	3	2	2	2	2	2	22	Risk of low attendance at events. Legacy-standalone events, limited L Term impact. MF - 100% CRF. No MF in place but in kind support through volunteers organising. VFM - Costs appear slightly higher than quotes. Equalities - Free entry for Ukrainians and suggested £10 donation for local residents. Env - Limited impact. Additionality - would consider smaller scale event without funding.

Total Allocation Difference £ 19,160.00 £ 11,861.67 -£ 7,298.33