

Agenda Item	3
Report No	LA/11/21

HIGHLAND COUNCIL

Committee: **Lochaber Area Committee**

Date: **23 March 2021**

Report Title: **Highland Coastal Communities Fund – Assessment of Applications**

Report By: **Executive Chief Officer Infrastructure and Environment**

1. Purpose/Executive Summary

- 1.1 The Highland Coastal Communities Fund is a new fund designed to support economic regeneration and sustainable development around coastal areas in Highland. The fund is derived from revenue generated by Scottish Government Crown Estate marine assets. Each year, local authorities are allocated a proportion of the profits.

Within an overall allocation to Highland of £3,034,703, the Lochaber Area Committee has been awarded £462,032 of Crown Estates revenues for distribution within the Lochaber Area. Funding will be distributed as the Highland Coastal Communities Fund – Lochaber (HCCF).

- 1.2 Broad eligibility criteria for the scheme 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
- 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
- Able to evidence positive impacts for coastal communities and/or the coastal economy

Within Lochaber Members have agreed to prioritise the following:

- Projects from remote/rural areas
- Projects that alleviate tourism pressures

- 1.3 An open call for expressions of interest was held during December 2020. Following this, a number of projects were invited to proceed to full application stage. A further opportunity to submit full applications for consideration within this first round was given during Feb/March 2021.

In addition, at Lochaber Area Committee on 11 December an award of £30,000 was approved for Business Gateway to deliver specific Digital Boost support to Lochaber businesses.

- 1.4 In summary the position in Lochaber at Area Committee on 23 March is as follows:

Available HCCF Funding – £432,032
 Number of applications for consideration – 11
 Total value of grant requests - £675,585

To aid Members in their decision making, the following appendices are provided to this report:

- Summary spreadsheet of applications for consideration including RAG status from technical assessment
- Individual technical assessment and RAG status breakdown for each application
- Full application form for each project.

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; and
- ii. Agree which applications should receive a funding award from HCCF up to the value of the available area allocation

3. Implications

- 3.1 **Resource** – Lochaber has available funding of £432,032. Applications under consideration total £689,663 therefore if applications approved exceed the funds available the committee will need to undertake a prioritisation process to agree the funding awards.
- 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)** – Coastal communities funding is available to all Area Committees within Highland with a coastline. 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 HCCF funding. All applicants are required to evidence environmental sustainability as referenced in the technical assessments.

3.5 **Risk** – As per 3.2 above.

3.6 **Gaelic** – Consideration given within individual project applications in line with HC policy

Designation: Executive Chief Officer Infrastructure and Environment

Date: 12 March 2021

Author: Fiona Cameron, Programme Manager

Appendices: Appendix 1 – RAG status summary spreadsheet

Application Appendix 2 – Ref 30- Thomas Telford Corpach Marina:

Check Appendix 3 – Ref 30- Thomas Telford Corpach Marina: Technical

Appendix 4 – Ref 41- The Arisaig Aire: Application

Appendix 5 – Ref 41- The Arisaig Aire: Technical Check

Appendix 6 – Ref 45- Increasing Infrastructure Resilience and Capacity at the Ardnamurchan Lighthouse Complex: Application

Appendix 7 – Ref 45- Increasing Infrastructure Resilience and Capacity at the Ardnamurchan Lighthouse Complex: Technical Check

Redevelopment (phase 2): Appendix 8 – Ref 84- An Laimhrig- Eigg Community Hub Application

Redevelopment (phase 2): Appendix 9 – Ref 84- An Laimhrig- Eigg Community Hub Technical Check

Appendix 10 – Ref 138- Ardgour Area Path Network: Application

Check Appendix 11 – Ref 138- Ardgour Area Path Network: Technical

Feasibility Study: Appendix 12 – Ref 140- Glencoe Village Car Park Phase 1- Application

Feasibility Study: Appendix 13 – Ref 140- Glencoe Village Car Park Phase 1- Technical Check

Appendix 14 – Ref 143- Sustainable Visitor Infrastructure in Glencoe and Glen Etive: Application

Appendix 15 – Ref 143- Sustainable Visitor Infrastructure in Glencoe and Glen Etive: Technical Check

Improvements: Appendix 16 – Ref 161- Silver Sands (Tougal) Car Park Application

Appendix 17 – Ref 161- Silver Sands (Tougal) Car Park
Improvements: Technical Check

Appendix 18 – Ref 169- Dredging of Foreshore: Application

Appendix 19 – Ref 169- Dredging of Foreshore: Technical Check

Appendix 20 – Ref 171- Muck Community Store: Application

Check Appendix 21 – Ref 171- Muck Community Store: Technical

Application Appendix 22 – Ref 172- Corroghan Barn Feasibility Study:

Technical Check Appendix 23 – Ref 172- Corroghan Barn Feasibility Study:

[illegible]

Highland Coastal Communities Fund



- Please read the Application Form and the Guidance Notes completely before completion
- **No project should start or commit expenditure before receiving approval of grant**

SECTION 1: PROJECT SUMMARY

1.1 Organisation/applicant name	Caol Regeneration Company
1.2 Project title	Thomas Telford Corpach Marina

1.3 Total cost of project	Total cost of project	£ 3,237,578
	Match Funding	£ 3,137,578
	Grant requested	£ 100,000

1.4 Estimated Start Date	Phase 1 complete, Phase 2 in progress, Phase 3 start June 2021
1.5 Estimated Finish Date	March 2022

1.6 Which of the following programme themes will your project meet?	
Economic Recovery	X
Community Resilience	
Mitigation of climate/ecological emergency	
Rural de population	

1.7 How will your project benefit coastal communities or the coastal/marine economy?
<p><i>Please provide any evidence you have of wider community support for this application?</i></p> <p>Corpach, Caol and Fort William form a tight maritime arc around the north shores of Loch Linnhe, connecting the Lochaber Yacht Club, Cruise Liner Landing Jetty, Town Pier, Aluminium Liberty Company Pier, Caledonian Canal Entrance, Boyd Brothers Pier and Gael Force Boatbuilding area. These facilities cater well for private companies and industry but there is a gap for mooring berths and water access for members of the public.</p> <p>Therefore, this project aims to deliver a marina facility that will cater for upwards of 40 berths, with comprehensive marina services (fuel bunkering, waste disposal), a public slipway, car and trailer parking spaces, and a new build in</p>

keeping with its' surroundings with laundry facilities, café and shop. It will be owned by the community through CRC; and run as a community enterprise, with other third sector organisations operating the visitor facilities (café, shop, visitor centre) and providing some of the marina services.

Located at the western gateway to the Caledonian Canal, this site was the most feasible, as it creates an accessible link between the sea, walking trails, bike routes and town centre; ensuring that the space is still within the maritime arc. It enhances and gives new purpose to the area by providing an attractive destination for visitors and increasing the footfall to the wider community e.g. Neptune's Staircase, best view of Ben Nevis to enjoy a coffee etc and, encouraging participation in healthy outdoor sports, activities and active travel thus addressing the aims of CRC.

There is a requirement for the project due to the severe shortage of berthing in the local area (there are no comparable facilities within 25 miles - 1 day sailing range) and no easily accessible public slipway. Fort William "The Outdoor capital of the UK" is the second largest settlement in the Highlands and doesn't have any berthing provision, and little provision for water-based sports and activities as a sector.

The economic benefits are evidenced in an Economic Impact Assessment and Business Plan produced by the respected economist Steve Westbrook which estimates that the project will generate at least 14FTEs, and is sustainable in the long term with £200k annual revenue generating a surplus of £5k.

Parts of Caol were until recently classed as the most deprived 15% of areas in Highland Region, and most deprived 30% of areas in Scotland (Ref: SIMD 2012). The May '17 Lochaber Community Partnership Briefing on the SEP index identifies 6 data zones in Lochaber with an SEP score less than 4. (In Highland Region there are 221 data zones with a mean average score of 5.34). Five of the most deprived zones are within a 2-mile radius of the project.

The project has been in development for over a decade with the CRC and latterly the new formed TTCM board driving the project forward. The project has seen backing from local businesses, in particular tourism and outdoor activities/pursuits sector, but also community groups and education with the local high school, primary schools and college delighted at the prospect of the opportunity to use these facilities in line with the curriculum. Letters of support are further detailed in section 4.2.

SECTION 2: CONTACT DETAILS

2.1 Main contact name	
Contact number	
Alternative contact number	
2.2 Position	
2.3 Address	
Postcode	
2.4 Email address	
2.5 Website address	www.corpachmarina.co.uk

SECTION 3: ORGANISATION DETAILS

3.1 Organisation Status	Please indicate (x)	Organisation number
Company limited by guarantee	x	SC292719
Constituted Group		
Public Body		
Private Business		
Charity	x	SC036941
SCIO		
Other (please specify)		

3.2 Are you VAT Registered? <i>(delete as appropriate)</i>	YES / NO		
3.3 If you are registered for VAT please quote number	298182752		
3.4 Is the VAT related to the project being reclaimed from HMRC (x) <i>please provide any relevant details in the box below, details of exemptions etc.</i>	Wholly	Partially	None
	x		

Notes:

3.5 Key Project Personnel – please list personnel involved in this project detailing their skills to be involved	
Name and position in organisation	Skills/Area of work
Andy McKenna	Chairperson/Local businessman
Douglas MacDiarmid	Retired Director HIE (Business Growth)
Donald Corbett	Director & Chair
Linda Campbell	Director & Secretary
Greg Riddle	Project Manager
Sarah Riddle	Project Manager
Shona MacLeay	Project Manager

SECTION 4: PROJECT DETAILS

4.1 Where will the project be happening? <i>(Please include postcode)</i>
<p>Site Address: <i>Thomas Telford Corpach Marina, Corpach Basin, Fort William, PH33 7JH</i></p> <p>The project will deliver a high quality and sustainable all-year round marina facility at the Western gateway to the Caledonian Canal, including</p> <ul style="list-style-type: none"> • 40 yacht berths • comprehensive marina services and facilities such as fuel bunkering, waste disposal, laundry, toilets and showers, • a public slipway, • 40 car and trailer parking spaces, and • a café/shop/visitor centre.

The aims of the project are to stimulate regeneration within the communities of Caol and Corpach, neighbouring Fort William, and the wider Lochaber area, by generating significant economic and social benefits. The marina will be owned by the community, through the Caol Regeneration Company, a registered charity, and will be run as a community enterprise, with the option of other 3rd sector organisations operating the café/shop/visitor centre and providing some of the marina services.

The project will also contribute to the success of Lochaber as “The Outdoor Capital of the UK” and will enhance the Caledonian Canal as a visitor experience and community resource.

4.2 Project summary. Please summarise your project as concisely as possible:

(a) What need or opportunity will your project address? How do you know that there is local support for the approach you are taking?

Currently, with no public slipway in the area or a marina facility in the 100 miles between Inverness and Oban, visitors, travelling via the canal in Corpach, pass through rather than staying in the local area. Therefore, our facility will fill an important gap in the marine tourism itinerary. Yachts will be encouraged to venture North from West Coast waters, in confidence that a safe and comfortable haven awaits, as will North European and Scandinavian yachts en route across the North Sea and through the canal.

Our main aims are to:

- create a destination for visitors, whilst promoting heritage assets (Caledonian Canal);
- encourage participation in healthy outdoor watersports and activities, through improved access to the water;
- promote and raise awareness of the natural marine environment (habitat and wildlife)
- increase trade for existing local businesses and stimulate new business start-ups;
- providing opportunities for employment, training and education;
- create a focal point for the local community; and
- support the wider active travel community, acting as a local hub for bikers and walkers, with the new facilities linking to regional routes.

By providing this marina within the local community it will encourage more engagement with our coast and waters providing access to the water for all, complementing the Caledonian Canal as a visitor destination, with a place to berth at the end of the canal as well as providing much sought after work experience opportunities for students studying the Marine Tourism degree course at UHI, Fort William.

As a result of the marina facilities we believe there will be additional benefits to the local communities such as:

- Responsible access to the water, alongside the teaching of the impact that our interaction with marine habitat and wildlife has; linking enjoyment of the water to an understanding of the local habitat.
- Enhanced visiting tourists by boat, who will then explore the local area through the use of public transport, walking and cycling rather than by car.
- Working on making the local area a better place to live, work and visit contributing to the health and wellbeing of the community by providing access to water sports and healthy outdoor activities.
- 14 FTE jobs directly and indirectly contributed by the marina stimulating regeneration and investment. We hope to organise regular events to involve the local community and visitors and encourage responsible participation (at such time in which covid-19 government guidance allows) e.g. an opening day, ongoing events (sailing/regattas), “come and try” days, a summer festival modelled on the inaugural “Glasgow Canal Festival”.

The project is required simply because there is a severe shortage of berthing in the local area (there are no comparable facilities within 25 miles - 1 day sailing range), and no easily accessible public slipway. Fort William is the second largest settlement in the Highlands and doesn't have any berthing provision, unlike for example Wick or Nairn. Within the offering of “The Outdoor Capital”, there is little provision for water-based sports and activities as a sector. At the West end of the Caledonian Canal, and within the communities of Caol and Corpach, there are few “focal points” or attractive destinations for locals or visitors.

The project has received several letters and emails of support from diverse sources including the following organisations:

- Kilmallie Hall
- Lochaber Disability Access Panel
- The Outdoor Capital of the UK
- Royal Naval Reserve
- Snowgoose Mountain Centre
- Lochyside RC Primary School
- Caol Primary School
- Achaderry Estate
- West Highland College UHI
- Lochaber Small Boat Owners Association
- Lochaber High School
- Lochaber Yacht Club
- Visit Scotland

Thomas Telford Corpach Marina Development aligns with several local and regional development plans (e.g. The Highland-wide Local Development Plan, The West Highland and Islands Local Plan), Fort William 2040, and the Lochaber LEADER plan, whilst strengthening the identity of the Outdoor Capital of the UK.

A key finding of the Scottish Government's Marine Tourism Strategy is that a new marina at Corpach has been identified as a high priority project of national strategic importance for the growth of the sector. Furthermore, the 2017 Sailing Tourism in Scotland report identifies the need for between 3,175 and 3,820 new berths in Scotland based on their growth projections. The project greatly complements other proposals to realise the potential of Fort William's waterfront and aligns with the FW2040 development strategy. It is co-ordinated at local level, community led and is placemaking in it's nature – creating a new focal point for the community to share and support local events and activities.

This project with its well-designed slipway accessible at all but the lowest tides, will provide access where people want it to a currently neglected public space – the Loch. The marina and related facilities will greatly enhance the existing amenities at the Corpach basin and its environs. The location enjoys spectacular views over Loch Linnhe to the mountains. The canal towpath and coastal path from Caol both already offer access for walking and cycling, the new marina building facilities such as toilets and café will encourage more people to visit and enjoy the existing public and green space. The café will also provide a facility currently lacking in the community and will create a focal point for people to meet and socialise.

(b) Project Summary and main activities

After a number of delays to commencement of works at the beginning of 2020, due to the Covid-19 restrictions, we were delighted to be able to end the year by announcing completion of phase 1 of the project.

Phase 1 Civil Engineering and Marine works were due to start on site in early Spring but were delayed by the coronavirus pandemic, eventually commencing in July. The car park and slipway are now complete, the works included:

- Diverting the existing burn through a 100m long culvert,
- Dredging the basin for the new marina, and
- Reclaiming land using the dredged material placed behind rock armour shore protection.

Phase 2 is the construction of the new marina facilities building which started on site in December 2020. The contract was awarded to local contractor, GCF Joiners & Contractors, and is due to be completed in Spring 2021.

We are still working to close the funding gap for Phase 3, the construction of the breakwaters, pontoons and linkspan, we are currently investigating other potential funding sources.

There is also potential for berthing cruise liner tenders as a back-up or alternative to the recently developed Fort William pontoons, as well as collaboration with the School of Adventure Management at West Highland College UHI offering valuable work experience to students undertaking the UK's only degree in Marine Tourism. Local schools have expressed an interest in linking maritime activities for pupils to their curricula.

The marina will contribute to the tourism infrastructure required by the Outdoor Capital of the UK, resulting in increased marine visitors. The Centre will operate as a social enterprise, offering healthy lifestyle choices in outdoor

marine activities.

In late 2018, the project was around 75% funded and due to start when Scottish Canals (fully engaged with the project since 2004) withdrew their offer of existing canal buildings to refurbish as the new marina facilities and shop/café/visitor centre. Project redesign, new building, new consents and associated delay has cost in the region of £400k. Construction work was finally scheduled to start in April 2020, but the Coronavirus pandemic delayed work beginning on site, and the measures in force to ensure safe working have cost at least £100k due to reduced productivity and so an extended programme. Due to the above this project has overcome many hurdles in reaching this stage, not to mention a delayed start due to the impact of Covid-19 restrictions, but with necessary precautions in place the works are now underway and we are in the process of seeking to fill the existing funding gap for phase 3. Phase 3, will include the construction of the breakwaters, pontoons and linkspan. As well as the moorings and access bridge.

(c) In development of your project, please detail how you have considered the following:

- Environmental impact:

please describe how you have taken into consideration how to mitigate against any negative environmental impacts that may arise as a result of your project. It may also be that your project specifically seeks to address climate change for example by conversion of a heating system to a more environmentally friendly method. Please also list this here.

The facilities will encourage visitors to come to the local area by boat, then to explore the wider area through use of use of public transport, walking and cycling (TTCM links in to all these facilities), rather than by car. The project will allow people to have greater outdoor access and volunteering opportunities, leading to an increase in physical activity levels. There is a train station less than 100m from the site, and a bus stop less than 400m away. The site is also in close proximity to local active travel routes, and long distance routes such as the Great Glen Way and National Cycle Route 78.

The project will provide opportunities for people to get involved in volunteering and community led action, providing increased structure, social networks, control and meaning.

The project will increase the number of people with the skills and ability to secure and sustain employment. The project will facilitate access to high quality and safe outdoor spaces and recreational areas in disadvantaged areas. The project will provide opportunities for more people to become more active, more often, increasing levels of physical activity, and the number of people accessing the outdoors.

Throughout the project we have looked to minimise environmental impact and carbon footprint through re-use of the dredged material on site for the up fill of the new car park and slipway.

We decided the best option for disposal of the dredged arisings, in terms of both cost and the environment, was to re-use the material as fill for the new marina car park. Other than localised disruption during the construction phase there are no significant negative impacts.

In addition the facilities building benefits from solar panels and air-source heating.

The new marina will deliver many social and economic benefits for the local community and wider area. The development of the new marina aligns well with and is supported by the objectives and planning policies contained within the National Marine Plan.

- Equalities impact/issues

Please explain how you have taken groups with protected characteristics into account in development of your application. How will you strive to ensure that no one is excluded from benefitting from your project? You may find it useful to refer to the following links

- [Development Websites and Web Content](#)
- [Engaging Communities](#)
- [Holding Public Event](#)
- [Producing Publications and Printed Material](#)

The Caol Regeneration Company (CRC) is a charitable company, limited by guarantee, which was formed in 2008 to contribute to the social and economic regeneration of the Caol area. Its main objectives are to promote urban or rural regeneration in areas of social and economic deprivation (in particular in the Caol ward of Highland Council). This will be achieved through:

- the advancement of training and education among unemployed people,
- the maintenance or improvement of public facilities and
- the protection or conservation of the environment.

Previous projects have included, beach clean-ups, improvements to green spaces and footpaths - mainly through voluntary involvement and the use of contractors.

Throughout the Thomas Telford Corpach Marina project we have ensured regular and detailed press releases have gone out to local press outlets and community interest leaflets, as well as sharing updates from our website on our Facebook page and ensuring this is then shared to community Facebook groups. Throughout the project we have also hold regular community liaison meetings ensuring local business owners and community councillors are invited to discuss any issues as and when they arise. At the beginning of 2020 there was also a public consultation drop in session held with a detailed presentation given about the current status of the project.

We consulted early on in the project with the Lochaber Disability Access Panel; As a fully Disability Discrimination Act compliant facility, specific encouragement will be given to people of all abilities and ages to use the facilities.

We are committed to use of the Gaelic language through bilingual signage and a suitable Gaelic name for our community cafe.

(d) Who will benefit from your project?

The main target user groups are as follows:

- Local small boat owners
- Visiting small boat owners with trailer-sailors, RIBs etc
- Local yacht and motor boat owners seeking seasonal or annual berths
- Visiting yacht and motor boat owners cruising the West Coast
- Vessels transiting the Caledonian Canal
- Yacht and motor boat owners living in other parts of Scotland or the rest of the U.K. who wish to keep their vessel on the West Coast
- Outdoor activity organisations offering activities such as sail training, sea kayaking etc
- College students enrolled in the Adventure Tourism/Marine Tourism degree and further education courses offered locally
- School pupils involved in maritime activities
- Local clubs such as Lochaber Yacht Club or Sea Cadets
- Charter vessels offering crewed sailing trips, bareboat, angling or pleasure trips
- Small commercial vessels, for example engaged in fishing or aquaculture activities
- There is also the potential to offer the breakwater as an alternative or standby berth for cruise liner tenders, supplementing the facility at Fort William.
- Local people and visitors enjoying the outdoors; walkers, runners, cyclists, fishermen etc.
- Aquaculture businesses have access to the water for training, development and customer visits (Marine Harvest) creating link between their nearby shore based facilities and marine farms in Loch Linnhe

Although some of these user groups offer little or no revenue, they reflect the aspiration of the project to serve the wider community and to encourage healthy lifestyles. As a fully Disability Discrimination Act compliant facility, specific encouragement will be given to people of all abilities and ages.

The social and economic benefits of the marina include many positive outcomes:

- providing opportunities for employment, training and education,
- creating a focal point for the local community and destination for visitors,
- increasing trade for existing local businesses and stimulating new business start-ups;
- improving access to the water, and participation in outdoor sports and activities

Looking forward we are excited about the local community seeing the benefits of this fantastic facility which will include:

- Collaboration with WHC UHI; Supporting students on the Adventure Tourism courses.
- 14 FTE Creation of new jobs both directly (marina and café) and indirectly as well as the social enterprise elements of the project which we hope will provide much needed vocational training and supported employment for people in the area.
- Increasing overnight visitor stays to the area leading to stimulating development and further investment
- Encouraging healthy lifestyles, by offering access to the water, outdoor marine based sports, recreation and activities, with 3 primary schools within walking distance
- Creating a focal point for the community (no café/coffee shop in Corpach), encouraging more walking and cycling by providing a destination to visit.

An Economic Impact Assessment and Business Plan produced by the respected economist Steve Westbrook estimates that the project will generate at least 14FTEs (net of displacement), and is sustainable in the long term with £200k annual revenue generating a surplus of £10k. There will be training places for both WHC Marine and Coastal Tourism students (c. 15 pa) and disadvantaged young people supported into employment through mentoring and training from social enterprises (c. 10 pa). The project will help to address inequalities, via economic growth and regeneration in an area which suffers from both rural fragility and urban deprivation.

The Marina will also support existing marine and hospitality firms already operating in the community and enhance their market opportunities: there will be potential for new business activity in terms of marine repair and maintenance, sight-seeing cruises, boat charter, adventure and activity holidays, as well as through longer marine- based visitor dwell time in the area resulting in higher per capita spend.

The project will also encourage healthy lifestyles, by offering access to the water, opening up a range of healthy outdoor marine based sports, recreation and activities, and create a focal point for the community to share, encouraging more walking and cycling (along the shore path or canal) by providing a destination to visit.

This project we hope will also help to address problems caused by antisocial behaviour by providing opportunities to get involved with healthy outdoor water-based groups, sports and activities. It will provide opportunities for people to get involved in volunteering and community led action, providing structure, social networks, control and meaning.

(e) How will your project be continued after HCCF funding and/or what will the lasting benefits of the project be?

Funding provided by HCCF we would hope to use in closing the phase 3 funding gap. Looking forward we believe the community will see lasting benefits from this project. The community will have a fully functioning marina as well as the café facilities in which will become a community focal point.

The economic benefits are evidenced in an Economic Impact Assessment and Business Plan produced by the respected economist Steve Westbrook which estimates that the project will generate at least 14FTEs (net of displacement), and is sustainable in the long term with £200k annual revenue generating a surplus of £10k. The new berths will provide pro rata comparability with berths in Inverness.

The project will enhance Fort William as an attractive location, for attracting talent, for attracting business investment, for (young in particular) people to come/stay to study, work and live.

The project will develop the workforce, engaging employers with Schools and Colleges, through our links with West

Highland College, providing practical experience, work placement, and employment opportunities to Marine Tourism and other students.

The project will deliver enabling infrastructure through investment in the marina.

The project will help to address inequalities, via economic growth and regeneration in an area which suffers from both rural fragility and urban deprivation, in part through the role of social enterprises.

(f) Please outline how your project fits with other local plans or strategies

The Marina will deliver many social benefits aligned with existing policies and strategies including the Highland Wide Local Development Plan, Fort William 2040 Plan, Highland Council Single Outcome Agreement and HIE Operating Plan.

The project supports the local regeneration strategy/development plan or masterplan for the area, and contributes to Single Outcome Agreements as follows:

The project contributes to the Highland Council SOA for 2013/14 to 2018/19 in many different ways. The Community Planning partnership identified a range of long term and intermediate outcomes that should reduce the inequalities gap and reduce demand for public services in the future. The actions to tackle this mean improving people's life chances, for education, for employment and for taking part in community life. The key actions which the project will help to address include:

- To widen participation in the labour market across all client groups and across all Highland geographies.
- To increase number of people in areas of deprivation engaged in activities that strengthen the skills and confidence of those communities to take effective action on community issues.
- To improve educational attainment for children suffering disadvantage.
- To reduce health inequalities between targeted areas and the four least deprived areas in Highland.

The delivery plan for the Highland Council SOA was refreshed in 2015 with specific priority outcomes grouped into 6 areas, several of which are relevant.

The Highland-wide Local Development Plan identifies Fort William's important role as serving the West Highland and Islands area fulfilling sub-regional functions for the wider area. The West Highland and Islands Local Plan (as continued in force) April 2012 (WHILP) supports Fort William as the heart of Lochaber where the bulk of growth will be focussed. The Plan identifies the need to upgrade the fabric of the town, provision of mixed-use gateways, heritage-based refurbishment and the re-use of vacated "brownfield" sites. One of the Plan objectives in relation to Fort William is to strengthen the town centre and integrate a major waterfront development as part of a strategy for regeneration, traffic management and conservation. The site is zoned in the Local Development Plan for Business/Tourism (water based).

During 2009 and early 2010, Scottish Enterprise commissioned a report by the Tourism Resources Company entitled "Sailing Tourism in Scotland". The report concluded there is a short fall in berth facilities going forward over the next 10 years. For the West coast in particular that short fall equates to 617 Annual berths and 343 Visitor berths. Another report 'Overview of Marine Leisure Tourism Sector in Lochaber' (Sept. 2006) by Stewart Millar Associates, has clearly established the local need. The Marine Tourism Strategy for Scotland, "Awakening the Giant", is an excellent fit with the aims of Corpach Marina. The new marina will also deliver many social and economic benefits for the local community and wider area. The development of the new marina aligns well with and is supported by the objectives and planning policies contained within the Scottish National Marine Plan.

The proposed 2017 West Highland and Islands Local Development Plan (yet to be adopted) notes the commitment to support development of a marina at the Corpach Caledonian Canal entrance and maintains the status of the site as Business/Tourism (water based) "suitable only for water based recreational and tourism uses".

The Fort William Town Centre Action Plan (2014) workshop and public consultation produced a range of ideas, projects and concepts for renewing Fort William town centre. These reflect the vision and principles addressed by workshop attendees while considering issues that affect the vitality and viability of the town, in particular: accessibility, economy, community and environmental impacts.

The public consultation identified fourteen tangible proposals that could, over time, deliver economic, environmental and social benefits for the town and wider area. These have been categorised into four key themes:

1. Improve town centre environment and gateways
2. Improve movement networks and between the town centre and surroundings
3. Develop new uses for redundant space and buildings

4. Maximise the potential of the waterfront

The TTCM Project was also identified as a key section of the Fort William 2040 plan as a key part of 'A place facing water'.

We have received strong support from the leader of the Highland Council; who fully supports this project and has encouraged the expenditure to date. We are also fully engaged with our local MSP Kate Forbes and MP Ian Blackford who have also lent their fully support to the project.

4.3 Does your project require planning permission or any statutory regulatory requirement or consent? (delete as appropriate)		YES / NO
If YES, please detail		
Type	Steps Taken	Date
Planning Permission Marine & Civils Works Phase 1	Granted	17/05/2017
Planning Permission Building Works Phase 2	Granted	18/09/2019
Marine Licence Dredging Phase 1	Granted	14/08/2020
Marine Licence Phase 3	Granted	28/01/2018
Building Warrant Building Works Phase 2	Granted	25/08/2020

SECTION 5: BUDGET

This can be provided in a separate excel spreadsheet if you prefer. Please delete the example below before completing this form.

[illegible]

TOTAL PROJECT COST		

SECTION 6 – MATCH FUNDING

6.1 Please give details of any other funders that will contribute to the project:			
Name	Confirmed Yes/No	Date (month/yr)	Amount £
Regeneration Capital Grant Fund	Yes	In progress	£1,725,000
LEADER	Yes	In progress	£170,776
Town Centre Fund	Yes	In progress	£77,045
SAWET SLCF	Yes	10/2020	£3,000
EB Scotland	Yes	10/2020	£50,000
SSE Sustainable Communities	Yes	03/2018	£100,000
Scottish Canals	Yes	03/2021	£25,000
Highlands & Islands Enterprise (1)	Yes	In progress	£150,000
Crown Estate Local Partnerships Challenge Fund	No	09/2021	£750,000
HCCF 2021/Structural Fund	No	TBC	£86,757
Total £			3,137,578
Please detail HCCF Grant requested £			100,000
(This should total project costs section 5) Total £			3,237,578

6.2 Will your project involve any “in kind” support?	
YES/NO	YES
Please detail:	MOWI Scotland Ltd have undertaken to provide mooring chains and anchors which will save £176,000 against the original Phase 3 pontoon quotation.

SECTION 7 – BUSINESSES AND REVENUE GENERATION PROJECTS

For all business applications or projects that will generate revenue you **MUST** submit a business plan to accompany your application. Please also complete the following:

7.1 Have you had any support from other organisations in developing your project:	
Business Gateway	
HIE	X
Other (please detail)	

7.2 Have you previously received public funds for your business/organisation?

Yes	x
No	

If yes, please provide further details:

We have received various public funding as per section 6.1, and prior to the project formally commencing received £40,000 from LEADER/HIE for project management works, and various smaller amounts from Scottish Canals and Highland Council for preliminary design, feasibility studies etc.

Our organisation receives funding from a variety of sources for the work we do in the community, including Covid-19 resilience funding, and grants towards providing facilities and services to the local community including running a lunch club.

Full details can be provided on request, although all funding relating to this specific project has been detailed within section 6.1.

SECTION 8 – SIGNATURE

I declare that the information contained in this application is correct to the best of my knowledge, that I have read the guidance notes and that I 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 Would the person named as main contact for this application please sign below		
Signature:	Print: Greg Riddle	Date 29/01/2021

8.2 To be completed by the Chairperson or equivalent of your group or organisation (if different from above)		
Signature:	Print: Donald Corbett	Date 29/01/2021

Attachments checklist. Please ensure you enclose copies of the following where appropriate.		Please Indicate (x)
1	Constitution or Articles and Memorandum	X
2	Committee Members or Directors List	X
3	Permissions – Planning etc	X
4	Policies – Child, Risk, Equal Opportunities etc	X
5	Confirmation of Match Funding if available	X
6	Bank Statement	X
7	Research/Evidence of Need and Demand	X
8	Business Plan	X
9	Insurance	X

For assistance completing this form please contact:

coastal.communities@highland.gov.uk

Please ensure you include your EOI reference number that was supplied to you with your application pack.

Highland Coastal Communities Fund – Application Assessment

File Reference:	30	Applicant Name:	Caol Regeneration Company	Organisation Type:	Company Limited by Guarantee/ Charity
Project Title:	Thomas Telford Corpach Marina	Date application received:	29/01/21	Area Committee:	Lochaber

Project Summary

Total eligible project costs (£) See Question 1 Below	£3,237,578	Total HCCF funding sought (£)	£100,000
Percentage HCCF grant intervention rate applied for (%)?	3.09%		
Estimated Start Date	June 2021		
Estimated Finish Date	March 2022		

Application Technical Check

		Yes-No-N/A	Comments
1	Is HCCF grant requested within the Highland/local thresholds?	Yes	
	Has any work already started/costs been incurred prior to application?	See note	Overall Marina development cost £3.237M. Three phase project- phases 1&2 fully funded. Phase 1 excavations, culverts and infill for car park complete. Phase 2- facilities building underway. Phase 3- floating infrastructure is subject of this application. Total phase 3 cost £936,757. HCCF represents 10.68% of phase 3
2	Does the project have to comply with any Statutory Regulatory Requirements?	Yes	
	Are the necessary planning consents/licences in place or applied for?	Yes	All in place- see section 4.3 of application.
3	Is project activity being proposed, a public sector statutory duty?	No	
4	Is application organisation VAT registered? Has evidence to confirm VAT status been received?	Yes	VAT registered- Certificate on file

5	Is the proposed activity/project within 5km of coastline or has applicant provided justification of benefit to coastal communities?	Yes	On coastline
6	Is the applicant an eligible business/organisation/person? Has applicant confirmed organisation type and appropriate registration?	Yes	Articles of Association on file. Charitable status confirmed via OSCR website https://www.oscr.org.uk/about-charities/search-the-register/charity-details?number=36941
7	Will the project generate revenue? Has the applicant provided a business plan (if required)?	Yes	Business plan on file
8	Project fits with the following HCCF priority(ies) - Economic Recovery - Community Resilience - Mitigation of climate/ecological emergency - Rural Depopulation	See Comment	Applicant has selected Economic Recovery
9	Is a full match funding package in place or applied for pending decision (written evidence provided)? If a match funding decision(s) is pending, what is the expected date of decision(s)?	See Comment	£836,757 match funding required to cover £936,757 phase 3 total costs still requires to be applied for. Major source to be targeted is Crown Estate Local Partnerships Challenge Fund- an investment fund for boat-based tourism. £750,000 is to be applied for from this fund. Applications have been delayed (in part due to Covid-19) and it is now expected to open in late March/early April. Applicants have provided evidence that Crown Estate Scotland are supportive of an application. It is expected that the application window will close in September with a decision before the end of 2021. A further £86,757 will be sought from the HCCF 2021/Strategic Fund- a date for this remains to be confirmed.
10	Is the application form signed and dated by chair person or equivalent (authorised signatory)	Yes	

Assessment Criteria

	Application has demonstrated:	RAG Status	Comments
11	Project Robustness	A	Amber status due to significant gap in match funding. However, there are positive indications that the major £750,000 application may be successful. There are also value engineering options that can be further investigated to reduce shortfall- for example a lower number of pontoons initially. The project has a good business plan, very good supporting links to local development strategies, and a long history of community consultation and informed design and costings.
12	Engagement & Support	G	From initial feasibility studies and community consultations, to ongoing publicity about the development since works began on site, project has demonstrated a very good record of community support and consultation. Application includes evidence of a wide range of support for the marina overall, gathered across a long period of time.

13	Meeting a Need of Demand/Market Demand	G	Historical feasibility studies, business plan, and evident complementary links to local and national development plans all show a clear need/ market demand for this project.
14	Legacy & Exit Strategy	G	Both previous feasibility studies, and business plan supplied with this application, show the project to be viable in the long term. Business plan projections show good operating surplus, rising year on year.
15	Consideration of equalities issues/impacts	G	Good consideration of this in the application- both in terms of physical access and also of commitment to ensure as wide a range of people as possible can benefit from the marina. Lochaber Disability Access Panel have also written to say they have been consulted and are fully supportive of the project.
16	Environmental sustainability	G	Again, application demonstrates a good consideration of this issue.
17	Value for Money	G	Investment of £100,000 HCCF funding would help to deliver an overall £3.237M infrastructure project for the area. The project would offer a range of community benefits over a long period of time. Costs have been subject to a detailed tender process. The project since the outset has shown a good record of value engineering, and cost saving options.
18	Match funding	A	No match funding confirmed at this stage for phase 3 of overall development, which is subject of this application. A high proportion of match is the subject of a single bid (£750K), although there is evidence that this bid has a good chance of success.
19	Meets Local Priorities	A	Specifically, in terms of Lochaber Coastal Communities Funding priorities, the project is not technically in a remote rural area and its main purpose is not to alleviate current pressures caused by visitor numbers. However, the project fits very well with wider local and national tourism development strategies designed to encourage greater visitor numbers. Section 4.2 (F) of the application details a range of specific local and national priorities that the project would complement very well. It is well known locally that the area lacks marine tourism infrastructure. This is a challenge, due to the area's branding as the "Outdoor Capital of the UK" and its obvious advantages in terms of natural marine surroundings and also the Caledonian Canal.
20	Additionality	G	Without HCCF funding, the project would not be able to proceed as currently envisaged.
	Please indicate whether HCCF funding is required to: <ul style="list-style-type: none"> - Allow the project to proceed - Increase the scope of quality of the project - Accelerate the implementation of the project - 	See note	Required to allow the project to proceed

	Has loan finance been considered? Please explain why loan finance has not be considered a viable option:		Repayments for a loan on the scale of the match funding still required would not be viable under projected revenue generation for the project and would remove any scope for reinvestment of profit into further community development projects in Caol.
Procurement and RoC:			
21	Are all project costs eligible/essential?	Yes	
22	Have the project costs been sufficiently broken down and itemised?	Yes	
23	Have the recommended HCCF procurement requirements been met, where required? If not, what steps have been taken to judge whether costs are reasonable?	Yes	PCS tender for pontoons- preferred bidder identified.
24	If the applicant is VAT registered, has VAT been removed from eligible project costs?	Yes	
25	Has the applicant received previous funding from public sources in the last three fiscal years?	Yes	

Document Checklist		
	Yes-No-N/A	Comments
Expression of Interest	Yes	
Application technical assessment checklist	Yes	
Certified financial accounts:	Yes	Certified 2019 accounts available on Companies House website
Research / Evidence of need and demand	Yes	
Financial statement demonstrating need for public funding (if relevant) (e.g. letter from applicant/bank statements etc.)	Yes	Bank statements show project could not proceed without grant funding.
Complete business plan (If relevant)	Yes	
Evidence of control/ownership of asset	Yes	File notes in place from LEADER funded phase confirming leases in place and basis of accepted evidence on file.

Job descriptions (and activity plan) for any post which funding is sought towards	N/A	
May apply:		
Current constitution or articles and memorandum	Yes	
Current committee members or directors' list	Yes	
Permissions – planning, building warrant etc.	Yes	
Policies – equal opps Child protection (if relevant)	Yes	
Written confirmation/evidence of match funding (if available)	N/A	Match funding for phase three (subject of this bid) still to be confirmed.
Insurance	Yes	
Additional:		
Letters of support	Yes	
Partnership Agreement	N/A	
Other	See note	<ul style="list-style-type: none"> • Confirmation of funding for previous phases • Letters of support • Breakdown of total project costs • Business plan • 45 page RCGF application which was successful in securing £1.725M • Evidence of need and demand • Licenses and planning confirmation

Recommended Conditions of Grant	
Pre Approval Conditions	
Pre Start Conditions	
<ul style="list-style-type: none"> • Confirmation of match funding 	
Other Issues/Conditions	

Assessed by:	Name: Martin Culbertson	
I can confirm that I have completed the eligibility checks as set out above.	Date: 01/03/21	

Highland Coastal Communities Fund



- Please read the Application Form and the Guidance Notes completely before completion
- **No project should start or commit expenditure before receiving approval of grant**

SECTION 1: PROJECT SUMMARY

1.1 Organisation/applicant name	Arisaig Community Trust
1.2 Project title	The Arisaig Aire

1.3 Total cost of project	Total cost of project	£381,234
	Match Funding	£100,000
	Grant requested	£100,000

1.4 Estimated Start Date	10/2020
1.5 Estimated Finish Date	07/2021

1.6 Which of the following programme themes will your project meet?	
Economic Recovery	Yes
Community Resilience	Yes
Mitigation of climate/ecological emergency	Yes
Rural de population	

How will your project benefit coastal communities or the coastal/marine economy?
<p><i>The coastal community of Arisaig is a highly popular tourist destination and has experienced a surge in tourist numbers in recent years. In particular, motorhome tourism has grown year on year. This trend is likely to continue and it is vital that we add sufficient infrastructure. Lack of parking, toilets and waste disposal have been the biggest complaints by residents and visitors.</i></p> <p><i>This project will provide a facility for up to 30 motorhome users to park and empty liquid chemical waste and rubbish within walking distance of the village. Toilets, showers, recycling and laundry facilities will also be available on site, subject to additional funding. The land is currently vacant, used for occasional grazing, and is of suitable topography for the proposed development. A phased</i></p>

and sequential further development of the areas peripheral to the village will provide long term benefits and opportunities and there is the potential to build small business units on land adjacent to the aire.

The aire will be charged at £10-12 per night (parking and waste disposal) with an additional charge for daytime chemical waste disposal only. The income generated from this project will employ a site manager, who will also provide maintenance and management to other areas in the village. There is the potential to employ the same person in tandem with the Road to the Isles Facilities Group to manage their toilet project at Tougal and as a Ranger/Warden on the B8088 beaches.

Whilst the aire is aimed primarily at self-contained motorhomes it is considered that the provision of a small toilet block, including showers, will attract some camper vans i.e. vehicles without their own toilets. The target market for this facility is primarily those motorhome owners who do not stay on campsites but are prepared to pay a modest fee for the use of the facilities we will be providing.

In addition to overnight motorhome parking, ACT plans to use the aire site for long term day parking for cars and larger vehicles. In the peak months there is a dearth of parking spaces in the village centre and some of the available spaces get used by people who then go off kayaking or walking for the day. With suitable signage these people will be encouraged to park on the aire to allow use of the village centre parking slots for short term use (up to two hours). It is also possible that, in the future, the aire could be used as part of a wider park and ride initiative to serve the beaches along the B8088. The aire site is only a 10 minute walk from the village centre.

The proposed site is also planned to accommodate a relocating business, Ardshealach Finefoods - a smokehouse and retail outlet. ACT are working in partnership with Ardshealach to share infrastructure and site development costs, benefitting both enterprises. Once open Ardshealach will immediately create three full time jobs at their new smokehouse. As they expand their business the intention is to take on further staff as required.

SECTION 2: CONTACT DETAILS

2.1	Main contact name	
	Contact number	
	Alternative contact number	
2.2	Position	
2.3	Address	
	Postcode	
2.4	Email address	
2.5	Website address	www.arisaigcommunitytrust.org.uk

SECTION 3: ORGANISATION DETAILS

3.1	Organisation Status	Please indicate (x)	Organisation number
	Company limited by guarantee	x	SC366387
	Constituted Group		
	Public Body		
	Private Business		
	Charity	x	SCO40977
	SCIO		
	Other (please specify)		

3.2	Are you VAT Registered? <i>(delete as appropriate)</i>		YES / NO		
3.3	If you are registered for VAT please quote number				
3.4	Is the VAT related to the project being reclaimed from HMRC (x) <i>please provide any relevant details in the box below, details of exemptions etc.</i>		Wholly	Partially	None
Notes:					
3.5	Key Project Personnel – please list personnel involved in this project detailing their skills to be involved				
	Name and position in organisation	Skills/Area of work			
	Steve Westwood, director	Project Manager			
	Pamela King, project officer	Project Officer, community land and housing			
	Ian MacGillivray	Project Manager, civil engineer			

SECTION 4: PROJECT DETAILS

4.1	Where will the project be happening? <i>(Please include postcode)</i>
	Kinlold, Arisaig, PH39 4NS. It is about 50m from the A830 main trunk road connecting Fort William – Mallaig.
4.2	Project summary. Please summarise your project as concisely as possible:
(a)	<p>What need or opportunity will your project address? How do you know that there is local support for the approach you are taking?</p> <p><i>There is a need for better infrastructure to manage motorhome tourism in the Highlands.</i></p> <p><i>We conducted a short online survey in 2020 which received over 40 detailed responses, almost all were highly supportive. Additional evidence from the motorhome community group CAMpRA (Campaign for Real Aires) suggests motorhome users contribute £47 per</i></p>

person per night to the local economy by shopping, drinking & eating out and spending on tourist attractions (survey attached).

Last summer, detailed discussions were held with village residents on the re-development of the shorefront area (A Rural Tourism Infrastructure Fund project). ACT's original proposal included three parking bays for motorhomes. This idea was rejected strongly by a large majority of residents who are opposed to the idea of motorhomes parking in the village centre overnight. This antipathy has been created by the poor behaviour of a small minority of campervan and motorhome users in recent years. This project will help address the opposition to overnight parking in the village centre by encouraging visitors in motorhomes to park just outside the village.

As this is not a campsite, there is unlikely to be direct competition with existing campsites. CAMpRA survey data shows that 70% of motorhome owners spend less than £20 per night for overnight parking i.e. less than the typical cost of a campsite and 46% park in places other than campsites. Nevertheless we recognise the concerns that some campsite owners have and are working on ways to minimise any impact. Where there have been objections or criticisms we have responded directly to them and are taking them into account. Stays on the aire will be limited to one night and arrivals only allowed from 17:00. There will be no reservation system so those visitors wanting to be sure of a pitch will have to book with a local campsite. No camping behaviour will be allowed on the aire (e.g. tables and chairs, awnings, fires).

A number of professionals in the community coordinated a tourism white paper in 2020 detailing the desperate need for more infrastructure and facilities to cope with wild camping, waste and damage to the sensitive coastal marine habitat. Many motorhome users responding to both ACT and CAMpRA's surveys in 2020 stated a wish to park in safe, designated areas if they were available.

In 2018 the Road to the Isles Facilities Group conducted a survey about tourist facilities. Of 354 respondents 95% felt that services are inadequate. Of particular note were lack of chemical waste disposal and public toilet facilities, including showers. Provision of an aire was also suggested by several respondents (Survey attached).

(b) Project Summary and main activities

This project is to construct an overnight parking and service facility for thirty motorhomes. The activities listed below are not necessarily in chronological order as some will be conducted in parallel.

- **Land purchase**
 - *For expediency Ardsheallach Fine Foods are purchasing a parcel of land from the MacMillan Trust. This is currently under negotiation.*
 - *Initially ACT will have a licence to occupy from Ardsheallach so that construction and operation of the aire can be achieved as quickly as possible.*
 - *As funds become available ACT will purchase the aire site from Ardsheallach. An application will be made to the Scottish Land Fund when it reopens in May.*

- *Fund Raising*

- *This grant application is key to the viability of the project and will allow the construction of a basic aire i.e. access roads and hard standings.*
- *Further funds will be raised by the formation of a Community Benefit Share company (ACT Trading) which will also operate the facility. As money is raised it will be used to add black and grey water disposal, fresh water provision, rubbish disposal and recycling facilities to the basic aire.*
- *We will also be making a further grant application to the Scottish Land Fund for the purchase of the site.*
- *Finally, an amenities block will be built. At the time of writing ACT are working with Community Shares Scotland to establish 'ACT Trading'. It is anticipated that a share issue can be advertised sometime in March to start raising further funds. Our initial target will be £100,000 with a stretch target of £150,000. Interest of 2% will be offered to investors from Year 2 onwards.*

- *Planning*

- *A full planning application is currently being prepared and will be submitted by mid-February. The statutory time limit on decision making suggests that a decision should be made by the end of April. It is recognised that the pandemic could impact this timescale.*
- *Building warrant approval will be required for the installation of waste disposal infrastructure and the amenity block.*
- *In addition, a planning application consent is necessary from the Scottish Environmental Protection Agency (SEPA).*

- *Tender Process*

- *During February ACT will be inviting quotations for the construction work outlined below.*
- *It is intended to have identified a preferred contractor by mid-March with a view to starting work as soon as planning consent has been received.*

- *Construction*

Construction of the aire will progress as funds permit. Phase 1 can be conducted in parallel with phase 2.

- *Phase 1 - Basic Hardstandings - access roads and hardstandings will be built to allow a basic, parking only, aire to open as expeditiously as possible. Construction will be planned to start as soon as planning consent and any other necessary approvals have been granted. This phase will take approximately six weeks and an*

opening date of early July is entirely feasible (pandemic allowing).

- *Phase 2 - As funds allow the next phase will be to add black water, grey water and rubbish disposal facilities to the site. Glass recycling will also be included as will provision of freshwater. Note that there is no intention to provide electric hook ups. This phase is programmed to take one month.*
- *Phase 3 - The final phase, again to be conducted as funds allow, is to construct the amenity block shown below. This structure will take approximately two months of work on site.*

- *Utilities*

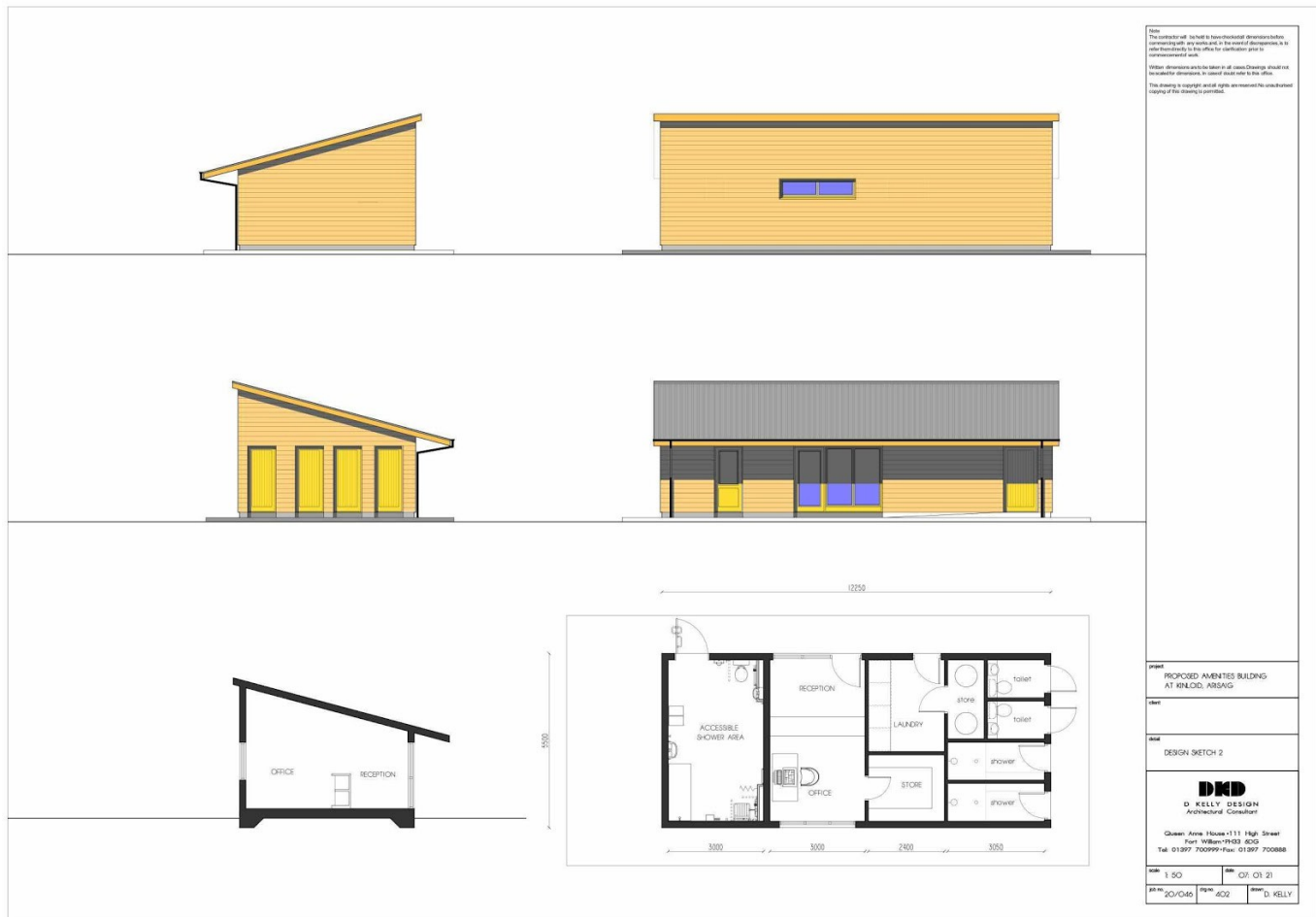
- *The basic aire requires an electricity supply for the operation of a ticket machine and automatic barrier. As Ardsheallach also requires electricity we are working together to obtain a supply from SSE.*
- *Water is not necessary for the basic aire. For phase 2 fresh water will be available via a standpipe for visiting motorhomes. Phase 3 requires a water supply for the amenity block.*

- *Business planning*

- *A business plan was written in December 2020 with the assistance of Impact Hub in Inverness. A revised version (30 Jan 21) is attached. A Financial model of the business is an Appendix to the Business Plan and is also attached (Excel spreadsheet).*

- *Tender process*

- *A contract for the construction of phases 1-3 will be advertised for tender on the Public Contracts Scotland website.*



- *Appointment of Project Manager*
- *Operation*
 - *An integrated parking payment terminal will be located at the aire site. It will take direct payments for day and overnight parking and waste disposal.*
 - *Access to the aire will be barrier controlled.*

(c) In development of your project, please detail how you have considered the following:

- **Environmental impact:**

A primary objective of this project is to provide waste disposal facilities to stop chemical toilet waste being dumped on land and in the sea. The site will be improved with deer fencing and tree planting around the perimeter and on parts of the site unsuitable for building. Peat that has to be moved from the access road and hardstanding areas will be retained on site and used for landscaping. ACT has just been awarded a small grant by Community and Renewable Energy Scotland (CARES) to conduct a high level appraisal of renewable energy options for Arisaig. Within the scope of the study is consideration of options for the aire site e.g. Photovoltaic panels on the amenity block or a small wind turbine on site.

Construction will minimise the use of high embedded carbon materials such as concrete and asphalt. Apart from the required 6m of asphalt at the site entrance all roadways and hard standings will be constructed as a Sustainable Urban Drainage System using aggregate from the Banavie quarry. The amenity block will most likely be timber frame with wood fibre insulation.

- Equalities impact/issues

The toilet block will include a Changing Places standard accessible toilet and shower room. Two of the air hardstandings will be extra wide to allow wheelchair access along the side of a vehicle. All hard surfaced areas will be wheelchair accessible, gradient permitting. Footpaths between the accessible bays and the amenity block will have a raised hard edge for cane users. We have been in touch with the Lochaber Disability Access Panel and they are broadly supportive of our initial designs and we will continue to liaise with them as the project progresses.

(d) Who will benefit from your project?

The residents of Arisaig village and the wider area will benefit from improved infrastructure and facilities. Visitors will benefit by having access to better facilities.

By working in cooperation with Ardsheallach Finefoods some site costs will be shared e.g. the common access road and utility installation costs and so both parties benefit. The smokehouse will create full time jobs so providing economic recovery benefit to the community.

The main drivers for the project are to create overnight parking and chemical waste disposal for motorhomes. This would contribute to the possibility of an overnight parking ban along the B8088 beach road by providing an alternative for some of the motorhomes who currently park there in the summertime. The same is true for Arisaig village centre.

Coupled with the new chemical waste facility at Mallaig there will be no excuse for motorhome owners not to dispose of their waste responsibly. This will benefit residents and the local environment.

Individuals with physical disabilities and their families will be served by a Changing Places toilet which will be the only one available in this area. The next closest one is located in Fort William, 37 miles away.

(e) How will your project be continued after HCCF funding and/or what will the lasting benefits of the project be?

The project will create a sustainable community-owned asset that will have a lifespan of many decades. Income projections indicate that at least one permanent full time post will be created.

Servicing this site will create future opportunities to sensitively develop the areas out-with the village and in line with the WestPlan. This may be in the form of a community food initiative, further tree planting, a renewable energy scheme or another business. The site

design will allow for a continuation of the access road to the adjoining land, which is also currently vacant.

Income from this project will allow ACT to become more financially sustainable, in turn benefitting other projects and their ability to respond to local needs in other ways.

(f) Please outline how your project fits with other local plans or strategies

This project aligns with the WestPlan which indicates that development in this area should take place along the A830, close to the western junction for Arisaig. ACT are working within the community to develop a long term strategic plan for the village. One of the major elements of the plan is to develop a strategy to better manage visitor parking. Once the pandemic allows, ACT will pursue a Community Asset Transfer request to the NHS to manage the (mostly disused) Health Centre car park. New signage in the village centre will direct visitors to short term parking in the village centre (up to two hours), longer term and larger vehicle parking in the Health Centre car park (up to 10 vehicles) and to the aire (all vehicles), a ten minute walk from the village centre.

4.3 Does your project require planning permission or any statutory regulatory requirement or consent? (delete as appropriate)		YES / NO
If YES, please detail		
Type	Steps Taken	Date
<i>Planning permission</i>	<i>Pre-application enquiry submitted and favourable feedback received (see attachment) Full planning application currently being prepared.</i>	<i>November 2020 Submission by 19 Feb</i>
<i>Building warrant</i>	<i>As required building warrants will be applied for as the project progresses.</i>	
<i>SEPA Licence</i>	<i>Initial discussions with SEPA to understand the process.</i>	

SECTION 5: BUDGET

This can be provided in a separate excel spreadsheet if you prefer. Please delete the example below before completing this form.

The budget below covers phases 1,2 and 3 and has been calculated using industry-appropriate measurements and pricing. We have received a quote from a local contractor for phases 1 & 2 for £186,000 + VAT. With rigorous cost control methods, it would be achievable to deliver phases 1 and 2 in 2021 with HCCF funding and community shares.

5.1		
Budget Heading	Detailed cost	Amount
Professional fees	Project management, legal fees, design fees, valuation	£18,034
Preliminaries	Welfare office, site engineer	£10,800
Planning fees		£804

Site clearance		£500
Fencing	Deer fence, field access gate	£4,600
Drainage & service connections	Culverts; ditches; water mains pipe, tank & pump, foul sewer pipe, treatment plant, black water tank; electricity cable & trench; SSE connection charges; SW connection charges	£41,100
Earthworks	Excavation, road and aire formation, sub-base, geogrid road,	£62,050
Roadworks	Road surfacing, reinforced surfacing on aires, deer grid	£17,220
Kerbs, footways, paving	Connecting footways, hardstanding around building	£4,500
Traffic signs and markings		£1,300
Landscape and ecology	Planting and seeding	£3,500
Access road	At site entrance	£30,000
Reception/toilet building	Substructure, groundworks & building	£45,000
Access control	Payment machine & barrier	£11,856
Contingency @ 20%		£46,485
VAT		£46,485
Loan arrangement		£2,000
Land purchase		£35,000
TOTAL PROJECT COST		£381,234

SECTION 6 – MATCH FUNDING

6.1 Please give details of any other funders that will contribute to the project:			
Name	Confirmed Yes/No	Date (month/yr)	Amount £
Scottish Land Fund Stage 1	Yes	December 2020	£6,792
Community Shares	No	April 2021	£100,000
Scottish Land Fund Stage 2	No	May 2021	£50,000
TBD grants, fundraising and loans	No		£124,442
Total £			281,234
Please detail HCCF Grant requested £			100,000
(This should total project costs section 5) Total £			381,234

6.2 Will your project involve any “in kind” support?	
YES/NO	Project Management (ACT) £1,950 - 6 months, 5 hours per week
Please detail:	

SECTION 7 – BUSINESSES AND REVENUE GENERATION PROJECTS

For all business applications or projects that will generate revenue you **MUST** submit a business plan to accompany your application. Please also complete the following:

7.1 Have you had any support from other organisations in developing your project:	
Business Gateway	
HIE	
Other (please detail)	Impact Hub - Inverness
Community Shares Scotland	Establishment of a community benefit company
Scottish Land Fund	Grant for pre-construction activities


7.2 Have you previously received public funds for your business/organisation?	
Yes	Yes
No	

SECTION 8 - SIGNATURE

I declare that the information contained in this application is correct to the best of my knowledge, that I have read the guidance notes and that I 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	Would the person named as main contact for this application please sign below	
	Print: S J WESTWOOD	Date 30 JAN 21

8.2	To be completed by the Chairperson or equivalent of your group or organisation (if different from above)	
	Signature: / 	Print: S J WESTWOOD
		Date 11/2021

Attachments checklist. Please ensure you enclose copies of the following where appropriate.		Please Indicate (x)
1	Constitution or Articles and Memorandum	X
2	Committee Members or Directors List	X
3	Permissions - Planning etc (Pre-planning app response attached)	X
4	Policies - Child, Risk, Equal Opportunities etc	
5	Confirmation of Match Funding if available	
6	Bank Statement	
7	Research/Evidence of Need and Demand (CAMpRA & RTFG surveys)	X
8	Business Plan	X
9	Insurance	

For assistance completing this form please contact:

coastal.communities@highland.gov.uk

Please ensure you include your EOI reference number that was supplied to you with your application pack.

Highland Coastal Communities Fund – Application Assessment

File Reference:	41	Applicant Name:	Arisaig Trust Community	Organisation Type:	Company Limited by Guarantee/ Charity
Project Title:	The Arisaig Aire	Date application received:	31/01/21	Area Committee:	Lochaber

Project Summary			
Total eligible project costs (£)	381,234	Total HCCF funding sought (£)	100,000
Percentage HCCF grant intervention rate applied for (%)?	26.23%	Start and finish dates on application were 10/2020 – 07/2021. This was queried- response received noted: <i>“Sorry, the dates I used were my very optimistic whole project dates. For HCCF funded activity then 1 July - 30 September would now be realistic. We are just about to submit the planning application and if we allow an optimistic 12 weeks for approval that gets us to mid-June before we could start work on site. The estimate for construction of phase 1 is 8 weeks and I've allowed another month for contingency”.</i>	
Estimated Start Date	1 July 2021		
Estimated Finish Date	30 Sept 2021		

Application Technical Check			
		Yes-No-N/A	Comments
1	Is HCCF grant requested within the Highland/local thresholds?	Yes	
	Has any work already started/costs been incurred prior to application?	No	
2	Does the project have to comply with any Statutory Regulatory Requirements?	Yes	Planning permission required for all aspects including HCCF related phase 1. Future phases will also require building warrant and SEPA license.
	Are the necessary planning consents/licences in place or applied for?	No	Planning was to be submitted by 19/02/21. No submissions yet as regards SEPA or building warrant (future phases)
3	Is project activity being proposed, a public sector statutory duty?	No	

4	Is application organisation VAT registered? Has evidence to confirm VAT status been received?	See note	Not VAT registered- annual accounts confirm this.
5	Is the proposed activity/project within 5km of coastline or has applicant provided justification of benefit to coastal communities?	Yes	
6	Is the applicant an eligible business/organisation/person? Has applicant confirmed organisation type and appropriate registration?	Yes	https://www.oscr.org.uk/about-charities/search-the-register/charity-details?number=40977
7	Will the project generate revenue? Has the applicant provided a business plan (if required)?	Yes	
8	Project fits with the following HCCF priority(ies) - Economic Recovery - Community Resilience - Mitigation of climate/ecological emergency - Rural Depopulation	See note	Fit with: - Economic Recovery - Community Resilience - Mitigation of climate/ecological emergency
9	Is a full match funding package in place or applied for pending decision (written evidence provided)? If a match funding decision(s) is pending, what is the expected date of decision(s)?	NO	Position queried- application states We have agreed to share cost with Ardsheallach Fine Foods (AFF) on all aspects that have common benefit i.e. the access road, the electricity and fresh water supplies". AFF are not mentioned in funding section and position with overall cost of phase 1 is not clearly set out. Written confirmation of private match funding has been requested.
10	Is the application form signed and dated by chair person or equivalent (authorised signatory)	Yes	

Assessment Criteria

	Application has demonstrated:	RAG Status	Comments
11	Project Robustness	R	<p>At this time, there is considerable uncertainty and concern about the following key issues:</p> <ol style="list-style-type: none"> 1. Land ownership/ lease arrangements 2. Match funding <p><u>Land Ownership/ lease arrangements</u></p> <p>Current intention is for a private business- Ardsheallach Fine Foods (AFF)- to initially purchase the land in question from the MacMillan Trust. Position as of 01/03/21 is negotiations are underway but not yet concluded. Agreement is hoped for before end of March '21.</p> <p>Following this, Arisaig Community Trust (ACT) expect to have a "license to occupy" the site and commence construction works. It is likely that grant conditions would</p>

			<p>require at least a formal lease instead of a license to occupy. There will be time and cost implications in drawing this up.</p> <p>Arisaig Community Trust then intend to buy the land back from Ardsheallach Fine Foods, via an application to the Scottish Land Fund. I have queried whether there is currently any written agreement between ACC and AFF as to the proposed future direction of the project and partnership working. Reply was "No. (AFF) and I have been working collaboratively in an informal partnership. We envisage a steady state, i.e. after construction works are complete, where AFF own the access road and we have an in-perpetuity deed of servitude for its use".</p> <p>There will be issues with this if HCCF funds have paid for the access road. There are further implications for the project is ACT do not secure a long-term lease for the land and are unsuccessful in obtaining funding to buy it.</p> <p><u>Match Funding</u></p> <p>For phase 1- Position queried- application states "We have agreed to share cost with Ardsheallach Fine Foods (AFF) on all aspects that have common benefit i.e. the access road, the electricity and fresh water supplies". AFF are not mentioned in funding section and position with overall cost of phase 1 is not clearly set out.</p> <p>For future phases- these are dependent on a community shares issue raising £100,000 and "to be determined" grants fund raising and loans- £124,442</p> <p>Overall at this stage, there are considerable concerns about the way the project is to operate, timescales for getting everything in place to open and operate a basic Aire (phase 1) this year, and lack of any confirmed funding for phases 2 & 3.</p>
12	Engagement & Support	A	<p>2018 online survey undertaken and advertised via West Word, with paper copies also being available in local community centre, café and campsites. 318 online responses- 95% felt that local facilities were inadequate. There is wider evidence of general local community support in the area for more facilities for motor homes. However, during the application process, I was made aware of specific local resident objections to this project. They were advised that the project was technically eligible to apply, but that any concerns or objections should be raised with local Members, or via the planning process. Therefore, this issue may impact on any planning decision. 12 E-mails of support are also provided- note that the majority are from motor home owners from elsewhere in the UK.</p>
13	Meeting a Need of Demand/Market Demand	G	<p>Specific local issues aside, there is a clear and well documented need for more facilities in the area to cope with visitor numbers.</p>

14	Legacy & Exit Strategy	A	Significant issues at present, with regard to funding for future phases. Income projections depend heavily on showers, toilets and laundry that are the subject of future phases. If these can be delivered, business plan shows annual surplus of £18-£20K from year 3 onwards.
15	Consideration of equalities issues/impacts	G	Good consideration in application, including liaison with Lochaber Disability Access Panel.
16	Environmental sustainability	G	Good consideration demonstrated in application.
17	Value for Money	A	Costs are noted to be on the basis of one quote from a local contractor and others calculated using "industry appropriate measurements and pricing".
18	Match funding	R	Minimal match funding confirmed at this stage. Critical future funding involves a community share issue, which is not yet confirmed and for which interest is currently being gauged. Further match is just identified as "to be determined- grants, fundraising and loans". Exact funding required for phase 1 has been queried with applicant. They have indicated that they have agreed to share cost with AFF on all aspects that have common benefit i.e. the access road, the electricity and fresh water supplies". However, the application contains no detail of contribution level from AFF, or confirmation from them of this position. This has been requested.
19	Meets Local Priorities	G	Remote rural location and addressing problems caused by visitor numbers. Well documented demand for actions to address these issues locally.
20	Additionality	G	Over and above the serious issues noted previously, the project would not be able to proceed in any meaningful way without HCCF funding.
	Please indicate whether HCCF funding is required to: - Allow the project to proceed - Increase the scope of quality of the project - Accelerate the implementation of the project -	See note	To allow the project to proceed, but there are several key issues that need clarification, or need resolved.
	Has loan finance been considered? Please explain why loan finance has not be considered a viable option:	See note	Loan finance (£60K- tbc) is included in financial projections. Annual surplus to be generated is most likely insufficient to service a loan for the entire development.
Procurement and RoC:			
21	Are all project costs eligible/essential?	Yes	
22	Have the project costs been sufficiently broken down and itemised?	See note	Yes, although greater clarity is required as to exactly what is in phase 1.
23	Have the recommended HCCF procurement requirements been met, where required?	See note	Only on basis of one quote at present- further quotations are to be sought.

	If not, what steps have been taken to judge whether costs are reasonable?		
24	If the applicant is VAT registered, has VAT been removed from eligible project costs?	N/A	
25	Has the applicant received previous funding from public sources in the last three fiscal years?	Yes	

Document Checklist

	Yes-No-N/A	Comments
Expression of Interest	Yes	
Application technical assessment checklist	Yes	
Certified financial accounts:	Yes	
Research / Evidence of need and demand	Yes	
Financial statement demonstrating need for public funding (if relevant) (e.g. letter from applicant/bank statements etc.)	See note	Scale of request, and fact that most future income is dependent on future phases as yet to be funded, means that a commercial loan for phase 1 in isolation is very unlikely.
Complete business plan (If relevant)	Yes	
Evidence of control/ownership of asset	NO	Previously noted concerns about proposed arrangements.
Job descriptions (and activity plan) for any post which funding is sought towards	N/A	
May apply:		
Current constitution or articles and memorandum	Yes	
Current committee members or directors' list	Yes	
Permissions – planning, building warrant etc.	No	In process
Policies – equal opps	Yes	
Child protection (if relevant)		
Written confirmation/evidence of match funding (if available)	No	See previous comments re match funding position
Insurance	No	Condition as necessary
Additional:		
Letters of support	See note	e-mails on file
Partnership Agreement	No	See previous comments re involvement of
Other	See note	<ul style="list-style-type: none"> Evidence of Facebook/ local survey Evidence of wider UK survey into needs of motor home owners- CAMPrA.org.uk Business plan/ financial model

Recommended Conditions of Grant
Pre Approval Conditions
Pre Start Conditions
<ul style="list-style-type: none"> • Land access arrangements to be satisfactorily confirmed legally • Clear costs for phase 1 in isolation and formal confirmation of private match funding.
Other Issues/Conditions

Assessed by:	Name:	Martin Culbertson
I can confirm that I have completed the eligibility checks as set out above.	Date:	05/03/21

Highland Coastal Communities Fund



- Please read the Application Form and the Guidance Notes completely before completion
- **No project should start or commit expenditure before receiving approval of grant.**

SECTION 1: PROJECT SUMMARY

1.1 Organisation/applicant name	Ardnamurchan Lighthouse Trust (ALT)
1.2 Project title	Increasing Infrastructure Resilience and Capacity at the Ardnamurchan Lighthouse Complex.

1.3 Total cost of project	Total cost of project	£286,090
	Match Funding - ALL CONFIRMED	£212,440 (74%)
	Grant requested	£73,650 (26%)

1.4 Estimated Start Date	ASAP - March 2021
1.5 Estimated Finish Date	30.04.2021

1.6 Which of the following programme themes will your project meet?	
Economic Recovery	X
Community Resilience	
Mitigation of climate/ecological emergency	
Rural de population	

How will your project benefit coastal communities or the coastal/marine economy?

The Ardnamurchan Lighthouse Trust (ALT) seeks funding to upgrade and develop new visitor infrastructure at the Ardnamurchan Lighthouse Complex, for the benefit of our coastal communities and the coastal/marine economy. ALT's proposed project will achieve this by contributing to both the specific Lochaber priorities for Coastal Communities funding and The Highland Council's wider vision for the West Highland and Islands area.

Recognition of the lighthouse complex's potential for building social and economic capacity was key to the Scottish Land Fund's endorsement of its transfer into community ownership (completed in July 2020). With much of this site's ageing infrastructure already crumbling, our remote rural community needs support to 1. build resilience against rising visitor pressure, 2. keep pace with rising guest expectations and 3. ensure the future sustainability of this site.

ALT seek to expand opportunities for recreation, volunteering, education and employment at this community-owned asset by making it a safer, more accessible and more attractive place for people to enjoy. To achieve these goals and deliver greater social and economic benefit locally, the site's infrastructure must be brought into a more resilient condition.

But how can ALT be confident that the actions proposed here will contribute to Coastal Communities priorities and our Local Authority's vision of a thriving coastal community? Specifically, referencing Lochaber priorities for Coastal Communities funding [projects in remote rural areas & projects that mitigate problems caused by visitor numbers], our proposal will meet these priorities by:

- **Taking place in one of Lochaber (and Scotland's) most remote rural settlements** less than 5km from the coast.
- **Reducing problems caused by rising visitor numbers to the Ardnamurchan Lighthouse Complex**, which include:
 - Vehicle congestion, bottlenecking and damage at the entrance/egress of the narrow lighthouse causeway (the entrance is particularly tight for large motorhomes, and there is no width-warning signage currently).
 - Increased vehicle erosion of the site's parking areas, resulting in hazardous edges and rock exposures.
 - Inefficient use of space in parking areas due to the present lack of bay delineation/markings, which limits capacity and increases vehicle congestion/bottlenecking.
 - Increased pedestrian congestion in the parking areas as guests (particularly those with restricted mobility, young children and pushchairs) seek to linger on the most accessible parts of the site; heightening the risk to pedestrians as vehicles manoeuvre, making inefficient use of the site's overall capacity and keeping households in closer proximity for longer under COVID-19 social distancing measures.
 - Increased use of/congestion on the most accessible informal footpaths, which has led to the creation of multiple desire line paths and parallel paths as guests cut across coastal vegetation and features of this Geological SSSI to avoid wet areas.
 - More frequent traversing of hazardous coastal rocks by guests, where there is a risk of fall injuries/being pulled into the water by wave action (improved footpaths/warning signage would mitigate these hazards).

ALT's proposal will also help to deliver The Highland Council's vision for the West Highland and Islands area as described below. This vision has four inter-related headline outcomes. These have been derived from the Highland Single Outcome Agreement, and the agreed outcomes and objectives of various partner organisations with an interest in the plan area. The Highland Council also considered information gathered from public and other stakeholder engagement on this plan. Together, they form a shared vision for the area. These headline outcomes are:

Table 1 The Council's Vision for the West Highland and Islands area.

Outcomes	Headline Outcomes For West Highland
Growing Communities	All places are better designed. Larger settlements and their centres have retained and expanded facilities. Their populations have increased because of this better access to facilities and because they are safe, attractive and healthy places to live.
Employment	The local economy is growing, diverse and sustainable. West Highland has an enhanced reputation as a heritage tourism destination, as a base for marine renewables and as an effective place for working at home and with the land.
Connectivity and Transport	Public agencies and other partners co-ordinate and optimise their investment in agreed growth locations. Communities are better supported to become more self reliant, to have more pride in their area and identity, to diversify their populations, and to have more control of local resources.
Environment and Heritage	Resources are better managed: <ul style="list-style-type: none"> • A higher proportion of journeys are shorter, safer, healthier, more reliable and made in a carbon efficient way. • Water, heat sources, land and buildings are used, sited and designed in a way that is carbon clever and respectful of heritage resources. • Waste is reduced, reused, recycled or treated as close to source as possible to generate renewable energy. • High quality places predominate where the outstanding environment and natural, built and cultural heritage is celebrated and valued assets are safeguarded.

The capital works programme detailed below will contribute to these headline outcomes as follows:

This proposal will contribute to **Growing Communities** in our remote rural location by:

- Uplifting the site's appearance, resilience, guest experience and active travel provision; encouraging even greater use of this site by local residents to make West Ardnamurchan a safer, more attractive and healthier place to live.

This proposal will contribute to **Employment** in our remote rural community by:

- Safeguarding the provision of 2 full-time posts and 3 seasonal posts by uplifting our guest experience to keep the site's offer current; and in so doing, create additional opportunities for local volunteering, placements, apprenticeships and employment as development moves forward under community ownership.
- Supporting a growing, diverse and sustainable economy by keeping pace with rising guest expectations, enhancing the area's reputation as a heritage tourism destination and drawing visitors through the peninsula's remote rural communities - benefiting 129 other tourism businesses as guests stop on route.
- Building resilience in the site's infrastructure with a view to extending the enjoyment and economic benefit of our community-owned lighthouse complex into the winter season.

This proposal will contribute to improving **Connectivity and Transport** in our remote rural community by:

- Locking-in substantial outside investment to deliver on our community's strong mandate for infrastructure improvement at this site; providing a springboard for the improved management of tourism by local people, increased self-reliance as our community seeks to control local resources, and a greater sense of pride in our community's heritage and identity.
- Building the site's active and sustainable travel provision. [Please see Section 4.2 c) for full details.]

This proposal will contribute to our remote rural community's **Environment and Heritage** by:

- Helping a higher proportion of journeys to become healthier and more carbon efficient through new active and sustainable travel provisions.
- Creating resilient access to the area's most iconic heritage landmark; protecting Listed features (e.g. the foghorn and associated infrastructure) against further wear and tear from rising visitor pressure and ensuring that the increasing number of guests can be managed safely and efficiently on this community-owned site.
- Creating a better visitor experience at this iconic landmark; acting to raise Ardnamurchan's standing as a visitor destination and buttress the area's 129 other tourism businesses.
- Celebrating and sharing this site's outstanding cultural significance through improved interpretation; which will also act to improve the dispersal of guests across this site and increase dwell-time.

In taking ownership of this iconic landmark, our community stepped forward to champion the sustainable management of tourism in this remote rural area. Community-led tourism delivers better outcomes for local people; plus, a more authentic and welcoming experience for visiting guests.

ALT's proposed improvements, mandated by our residents, will support local businesses and the families that depend on them by strengthening Ardnamurchan's reputation as a visitor destination and expanding social opportunities for the people living here. This is more important than ever as our community looks to its recovery from the devastating impact of COVID-19.

Overall, we feel our project makes a strong contribution to delivering the Lochaber priorities for Coastal Communities funding and The Highland Council's wider vision of thriving coastal communities.

[Please see section 4.2 a) for evidence of community engagement, support and a list of relevant attachments.]

SECTION 2: CONTACT DETAILS

2.1	Main contact name	
	Contact number	
	Alternative contact number	
2.2	Position	
2.3	Address	
	Postcode	
2.4	Email address	
2.5	Website address	https://www.ardnamurchanlighthouse.com/

SECTION 3: ORGANISATION DETAILS

3.1	Organisation Status	Please indicate (x)	Organisation number
	Company limited by guarantee	X	SC170704
	Constituted Group	X	[ALT Articles of Association Attached]
	Public Body		
	Private Business		
	Charity	X	SC025610
	SCIO		
	Other (please specify)		

3.2	Are you VAT Registered? (delete as appropriate)	YES		
3.3	If you are registered for VAT please quote number	734831038		
3.4	Is the VAT related to the project being reclaimed from HMRC (x) please provide any relevant details in the box below, details of exemptions etc.	Wholly	Partially	None
		X		
3.5	Key Project Personnel – please list personnel involved in this project detailing their skills to be involved			
	Name and position in organisation	Skills/Area of work		
	Ritchie Dinnes	ALT Chair [Volunteer], former Project Manager and Visitor Centre owner.		
	Rob Bolton	ALT Treasurer [Volunteer], former Teacher, Project Manager and Business Development Manager		
	Davie Ferguson	ALT Operations Manager [Employee], has managed the lighthouse complex for 25-years.		
	Stephanie Cope	ALT Project Manager [Employee], has 10-years of experience in delivering environmental, tourism and heritage projects for remote rural communities.		

SECTION 4: PROJECT DETAILS

4.1 Where will the project be happening? *(Please include postcode)*

The project will take place at:

Ardnamurchan Lighthouse Complex,
Kilchoan,
Acharacle,
Lochaber,
PH36 4LN

The lighthouse lies at the extremity of one of the most remote rural settlements in the UK (approximately 2 hours drive from the nearest small town and 4 hours from the nearest city), with a population of just 281 residents across 10 townships. This landmark fulfils a vital role in the economy of West Ardnamurchan, drawing more than 22,000 guests per annum to this isolated area, and providing vital opportunities for employment (2 full-time posts and 3 seasonal posts).

While entry to the lighthouse tower is chargeable (offered on a guided basis from April - October inclusive during non-COVID-19 seasons), access to the wider site is not. Guests may visit and explore the site unaccompanied out-of-hours and year-round.

Guests can park free of charge, access the popular foghorn viewing platform free of charge, enjoy the covered foghorn lookout chamber free of charge and explore several informal paths - all at no cost.

4.2 Project summary. Please summarise your project as concisely as possible:

a) What need or opportunity will your project address? How do you know that there is local support for the approach you are taking?

NEED

As visitor numbers and guest expectations rise, urgent action is required to secure and update this site's offer. In 2019, the Ardnamurchan Lighthouse Complex attracted more than 22,000 guests (April - October inclusive). This signifies growth of >10% over the 5-years between 2014 - 2019 [these figures represent guests who made a purchase during the April - October trading season; many guests visit the site without doing so, and the site is accessible year-round]. Given 2020's growth in the 'staycation' market, ALT expect further increases once COVID-19 restrictions ease.

Existing visitor pressure at the lighthouse complex results from:

- The area's 129 tourism businesses; some of whom have multiple business offerings, and all of whom attract guests wishing to visit key locations on the peninsula (Value of Tourism Study, *SMMAATA 2019).
- The remoteness of the site, the lack of competing offers, and the lack of other amenities close at hand (e.g. the next nearest hot drinks offer is ca. 10 km away in Kilchoan: on a narrow, steep and winding single-track road this journey takes around 20-30 minutes).
- The fact that (tower tour notwithstanding) the site can be enjoyed by guests free of charge.
- The fact that Ardnamurchan Lighthouse is situated at the most westerly point on the UK mainland (a draw for guests wishing to 'bag' compass points).
- The status of the lighthouse as a heritage asset, and its commanding position overlooking the Inner Hebrides.
- The fact that most guests arrive by car, due to the remote location and the absence of public transport.
- Narrow causeway access to the site, traffic management challenges, and a need for improved parking.
- Poor accessibility across the wider site, which concentrates guests in our parking areas and constrains capacity.

- The presence and expansion of new offers on the peninsula - such as the Ardnamurchan Distillery, which opened in 2014 and plans to release its first Single Malt in 2021.

** Sunart, Moidart, Morvern, Ardnamurchan and Ardgour Tourist Association.*

Please see **Appendix 1** for a figure from the Highland Trends Factsheet (VisitScotland 2018), showing the top 10 most popular activities undertaken by Highland day-trippers and how 6 of these activities are offered at the Ardnamurchan Lighthouse Complex.

Additional visitor pressure at the Ardnamurchan Lighthouse Complex will result from the implementation and promotion of the following activities/projects:

- Local interest in building maps/itineraries that signpost visitors from Glenfinnan or Tobermory to the lighthouse.
- The Hebridean Whale Trail, prominently featuring Ardnamurchan Lighthouse (launched by *HWDT in 2019) [Hebridean Whale Trail Project Report 2020 attached].
- The purchase of the lighthouse complex by Ardnamurchan's community, and associated Press (2020).
- The registration of the Ardnamurchan Lighthouse Complex as a Dark Sky Discovery Site (2020).
- Archaeology Scotland's Adopt-a-Monument 'The Real Wild West' (2020) [now 2021 due to COVID-19].
- Regional promotion of the VisitScotland Year of Coasts and Waters 2020 [now 2021 due to COVID-19] through West Coast Waters 2020 [now 2021 due to COVID-19].
- 'The Coast That Shaped the World' project, led by the University of the Highlands and Islands 2020 [now 2021 due to COVID-19].
- The ongoing redevelopment of the Kilchoan Moorings and Kilchoan Pier, which are used for community events (e.g. the West Ardnamurchan Regatta) and by visiting private leisure craft (2021).
- The planned, extensive redevelopment of the Ardnamurchan Lighthouse Visitor Centre (likely 2021/2022).

**Hebridean Whale and Dolphin Trust.*

Please see **Appendix 2** for further detail concerning HWDT's promotion of/activity at this site.

Wider growth in tourism to Ardnamurchan and Lochaber's coastal communities is likely because:

- Ardnamurchan has significant marine ecotourism credentials: it was announced as one of the world's first Mission Blue Hope Spots in May 2019 and boasts numerous marine and terrestrial conservation designations.
- VisitScotland classifies the area's customers as Natural Advocates, Engaged Sightseers and Curious Travelers. The Adventure Seeker market, which attracts cycling and kayaking adventurers, is a key area of growth.
- Touring with motorhomes, campervans, motorbikes, or vintage vehicles is gaining popularity - particularly for retired guests. With improvements in navigation technology, more people feel empowered to explore remote locations such as Ardnamurchan.
- Over summer 2020, there was a noticeable inflow of 'Staycationers' due to the COVID-19 Pandemic. Moving forward out of this pandemic, local businesses and communities have a huge opportunity to develop low-end accommodation offers and much-needed catering facilities to service increased demand.

Considering the tourist market's response to the ongoing COVID-19 crisis, Frazer Coupland, Chief Executive of the Lochaber Chamber of Commerce notes that: "Whilst currently there is little in the way of certainty and optimism for stimulating the economy, Lochaber finds itself in an enviable situation with wide open spaces where our visitors can enjoy our natural environment, culture and heritage. All the indications are that as a destination this is what our future visitors are going to be searching for, we would envisage in coming years an increased pressure on attractions such as the lighthouse" (Letter of Support, Lochaber Chamber of Commerce 2020 [attached]).

This view is echoed by Carron Tobin of the West Coast Waters Collaboration: "As witnessed after [the first] lockdown lifted we are seeing growth in the staycation market. People are exploring their own doorstep and also looking to holiday within Scotland/the UK and are keen to discover new areas. Ardnamurchan Lighthouse we believe stands to benefit from this as it is a great day out whether for a local or someone visiting the wider area. But the site desperately

needs the proposed investment to ensure it can cope with existing and any new pressure that may materialise” (Letter of Support, West Coast Waters Collaboration 2020 [attached]).

On average 162,000 passengers per year come from Mull to Ardnamurchan, and a further 140,000 passengers come via the Corran ferry (Value of Tourism Study, SMMAATA 2019). Carriage statistics for the CalMac ferry service between Tobermory (Mull) and Kilchoan (Ardnamurchan) evidence a substantial increase in footfall through the area. Over the 5-year period from 2014 to 2019, the number of passengers traveling on the Tobermory to Kilchoan line increased by 58%. The number of non-commercial vehicles increased by 159% (CalMac 2020; see: [here](#) for rawdata).

This increase is significant because most guests travelling to the lighthouse arrive by car (there is not presently a public transport offer). Further, the Value of Tourism Study (SMMAATA 2019) concluded that tourism generated £20m of direct and indirect revenue in this area - so the industry is making a major contribution to local economic activity.

Please see **Appendix 3** to view a graphic representation of **2018-2019 Tourism Trends for Lochaber**, and how these trends are relevant to activity at the Ardnamurchan Lighthouse Complex.

OPPORTUNITIES

ALT’s proposal meets a clear need as outlined above. However, its delivery will also bring significant opportunities for our community. By supporting this proposal and locking-in a substantial outside investment, the HCCF could not only help to protect and enhance this iconic community-owned landmark, but pave the way for a bright future of increased community engagement and social benefit:

- Survey work conducted to support ALT’s 2019 Business Plan [attached] evidenced a strong local interest in outdoor activities such as guided walks, wildlife watching, weather watching and stargazing at the lighthouse complex:

An improvement in our access infrastructure (e.g. our network of footpaths and viewpoints/platforms) will support the safe and inclusive provision of activities and events by ALT; creating opportunities for social interaction, education, volunteering, employment and income generation (please see ALT’s Heritage Strategy [attached] for full detail). As these activities and events will be conducted outdoors, they also offer a ‘quick win’ route to enhancing the site’s offer and social benefit safely under continuing COVID-19 restrictions.

- An improvement in our access infrastructure will also allow the safe and inclusive use of this site by other individuals/organisations at the front line of delivering social and cultural benefit in our community (e.g. the Ardnamurchan History and Heritage Association (AHHA), Kilchoan Learning Centre, Kilchoan Primary School and West Ardnamurchan Community Garden Group).

The upcoming Adopt-a-Monument programme provides evidence in support of this argument: “The Adopt-a-Monument on Ardnamurchan project is part of a new £9 million Scottish programme of projects to invest in the Highlands and Islands to provide more and better-quality opportunities for visitors to enjoy natural and cultural heritage assets. Funded by the Natural and Cultural Heritage Fund, it will encourage people to visit some of the more remote and rural areas and create and sustain jobs, businesses and services in local communities. It will promote and develop the outstanding natural and cultural heritage of the Highlands and Islands in a way that conserves and protects them” (AHHA, 2021 [see [here](#) for full Press Release]).

The Ardnamurchan Lighthouse Complex is one of 5 strategic locations on the Ardnamurchan Peninsula to be spotlighted by Archaeology Scotland, so improved infrastructure and interpretation will have a direct beneficial impact on levels of accessibility and engagement for the Adopt-a-Monument project. In recognition of this fact, Archaeology Scotland have committed a match-funding intervention of £15k towards the delivery of this package.

The Adopt-a-Monument programme will also support local employment, training and volunteering: “2 local part time jobs are being created to assist with the delivery of the project ... There will be lots of opportunities for people who live and visit Ardnamurchan to get involved ... Each participant will learn new skills, from archaeological excavation to drystone walling and from report writing to photography, while another element of the project will be to provide training in heritage focused business and tourism development” (AHHA, 2021 [see [here](#) for full Press Release]).

ALT anticipate that with improvements in accessibility, infrastructure and the guest experience, Adopt-a- Monument will be just the first of *many* enjoyable, educational and developmental projects to make full use of this community-owned heritage asset.

LOCAL SUPPORT

6 information-gathering exercises have been conducted, to understand what action needs to be taken to improve the overall guest experience at the Ardnamurchan Lighthouse Complex. These information gathering activities were:

- West Ardnamurchan Community Development Company (WACDC)’s Community Consultation (2016).
- WACDC’s Company’s Community Action Plan (2017)
[68% of survey respondents expressed a view on the lighthouse; 60% raised the need for improvement at the site; 20% requested an uplift in site appearance and maintenance specifically, with the refurbishment of the foghorn viewing platform highlighted].
- A Community Consultation (managed by WACDC as above) on pursuing ownership of the lighthouse complex (2019) [45 attendees].
- A social media survey by SMMAATA (2019) [40 respondents].
- The ALT Public Survey (2019) [348 respondents].
- ‘Improving Infrastructure at the Ardnamurchan Lighthouse Complex’ Public Survey (2020) [105 respondents].

5 of these 6 consultations were conducted prior to any proposal being put forward to the Rural Tourism Infrastructure Fund (RTIF) and HCCF: this evidences a genuine, long-term need for improvement at this site as well as strong support for the project from the local community.

List of attached consultations and reports:

- ALT Business Plan (encapsulates several of the exercises referenced above)
- ALT Heritage Strategy
- The Hebridean Whale Trail Report
- West Ardnamurchan Community Action Plan – Summary Document

Letters of Support [all attached] have been received from:

- Ardnamurchan History and Heritage Association
- Archaeology Scotland
- Ergadia Museums and Heritage
- Hebridean Whale and Dolphin Trust
- Lochaber Chamber of Commerce
- Lochaber Disabled Access Panel
- MP Ian Blackford
- MSP Donald Cameron
- MSP Kate Forbes
- Sunart, Moidart, Morvern, Ardnamurchan and Ardgour Tourist Association
- West Ardnamurchan Community Development Company
- West Ardnamurchan Community Council
- West Coast Waters Collaboration

With such a clear mandate from local residents and a groundswell of support from local organisations, businesses, influencers and funding partners behind us, ALT hopes the HCCF will seize this opportunity to lock-in a critical cash injection for Ardnamurchan and deliver urgent improvement at this anchor visitor attraction.

b) Project Summary and Main Activities

ALT seek to build resilience against burgeoning visitor pressure, improve accessibility and improve the guest experience at the Ardnamurchan Lighthouse Complex. To meet these objectives and mitigate problems caused by rising visitor pressure in our remote rural community, the proposed project will deliver the following outputs:

TRAFFIC MANAGEMENT, PARKING AND SUSTAINABLE TRAVEL

- **400m of upgraded multi-user tarmacked track** through the site to improve accessibility and site appearance.
- **A site-wide drainage overhaul**, to prevent flooding and reduce erosion damage to guest infrastructure [see photographs below of deep flooding at the main site access/egress, which presently restricts pedestrian/pushchair/cycle access].
- **705m² of improved parking, with 34 newly marked spaces (including 2 spaces for users with a disability and 1 space marked for EV charging)** to improve traffic management, capacity, accessibility, and site appearance.
- **1 marked exit lane to assist with traffic management** (NOT on public road) and eliminate the problem of traffic bottlenecks at the entrance/egress point (important for emergency vehicle access).
- **1 traffic management system** (NOT on public road) to manage the flow of traffic (including cyclists) in and out of the site and mitigate the problem of gridlocking on the causeway (important for emergency vehicle access).
- **1 EV charging point** to support and augment West Ardnamurchan's existing EV charging network, and encourage access using sustainable transport.
- **1 bike rack with capacity for 10 bikes** to reduce car travel (freeing-up capacity), support and encourage the use of sustainable transport, and to prevent the problem of bikes being propped-up/left lying around the site.
- **1 bike/pushchair/wheelchair repair station** to encourage and support access using sustainable transport, and to facilitate emergency repairs in our remote location so that guests are not stranded (e.g. punctures/broken chains).



L to R: flooding on the causeway/central track resulting from poor drainage; this significant flooding restricts pedestrian/pushchair/cycle access and exacerbates erosion damage to the causeway/central track surface; damage caused to a campervan on the causeway in early July 2020, when an absence of traffic management required the driver to reverse (the walled causeway is 200m long, winding, and does not have passing places/room for vehicles to pass on the verge).



L to R: in an effort to park, vehicles have blocked the entrance to 2 footpaths (one of which we propose to make wheelchair accessible); looking N, the parking area is visibly at capacity; the silver vehicle on the left has driven onto a rock outcrop in an effort to park. Note that this site sits within the Lochaber Geopark, which is a Geological SSSI. Images from August 2020.



L to R: lower carpark in 2020, showing significant erosion damage from guest vehicles and poor drainage; lower carpark in 2016, illustrating surface deterioration and evidencing the urgent need for a higher-spec finish; lower carpark in 2020, showing erosion damage from guest vehicles and poor drainage in the area used for exit queuing.



Note that in this image, vehicles have parked in the area used for exit queuing [bottom R]. This creates bottlenecks by preventing other vehicles from queuing to exit, manoeuvring in the lower parking area or passing parked/queued vehicles on entry from the causeway. To resolve this problem, ALT will create 20m² of additional parking, mark parking spaces to improve parking efficiency/capacity and mark this lane as 'exit queue only'. Image from June 2019.

ACCESSIBILITY ON SITE

- **35 signs to help guests navigate** the site effectively, and to guide guest behaviour (e.g. the problem of guests climbing on hazardous rocks); **including signage to support safe enjoyment of this site under COVID-19 measures.**
- **64m of new galvanised steel railing** at the popular foghorn viewing platform, to improve site appearance and safety for young families (the current railings are badly corroded, and the spacing between rails is sufficient for small children to climb through; risking a 4m drop onto the rocky shore).
- **25m of upgraded walkway and 20m² of upgraded viewing space** at the popular foghorn viewing platform, to allow pushchair/wheelchair access and address the problem of these users congregating in the parking areas.
- **5 upgraded short informal paths (340m total length) to viewpoints and picnic areas** across the site; improving accessibility, addressing the problem of erosion damage/parallel tracking in this SSSI, and encouraging dispersal.
- **2 of these paths (91m total length) will be upgraded to facilitate wheelchair access.**



L to R: fractures in the walkway surface to the foghorn viewing platform (this area has huge potential to deliver safe pushchair and wheelchair access to a dramatic coastal landscape); close-up of the existing railings; example of an informal footpath on site, which we propose to upgrade to a level and durable finish.

SITE APPEARANCE AND INTERPRETATION

- **Sand blast and redecorate the iconic Ardnamurchan Lighthouse foghorn, replicating its original finish**, to uplift site appearance, compliment the interpretation of this important heritage feature and increase guest dwelltime.
- **Repair and redecorate the badly dilapidated foghorn chamber, replicating its original fittings and finish** (upper and lower units; most work needed on upper chamber) to allow the upper chamber door to be locked, and resolve the problem of campers/kayakers accessing the building for inappropriate overnight use.
- **Sand blast and redecorate 25m of highly visible and badly corroded pipework (part of the foghorn mechanism), replicating its original finish**, to uplift site appearance, compliment the interpretation of this important heritage feature and increase guest dwell time.
- **Remove and dispose of 2 badly corroded and highly visible 7-tonne accumulator tanks (part of the foghorn mechanism)** to uplift site appearance and create 20m² of additional parking space (1nr designated for disabled users) [see photographs, which show the strong negative visual impact of these tanks currently].
- **Sand blast and redecorate 2 remaining heritage accumulator tanks (part of the foghorn mechanism), replicating their original finish**, to uplift site appearance, compliment the interpretation of this important heritage feature and increase guest dwell time.
- **Deliver a beautiful new heritage-inspired and architect-designed stone viewpoint**, to display and interpret a Listed sundial (not presently on display to guests) and aid the dispersal of pedestrians away from parking areas.
- **8 new A1 size interpretation panels** (delivered in collaboration with the Northern Lighthouse Board, Archaeology Scotland, the Hebridean Whale and Dolphin Trust, the Lochaber Disability Access Panel and The Highland Council's Gaelic Team) to enhance free points of access and points of interest (e.g. the foghorn and associated accumulator tanks named above), increase guest dwell time and significantly update/refresh ALT's' guest offer.



L to R: the foghorn viewing platform has huge potential to deliver safe pushchair and wheelchair access to a dramatic coastal landscape; accumulator tanks forming part of the foghorn mechanism; close-up of unsightly corrosion damage to these tanks, and the strong negative visual impact that their condition has on the site.



L to R: a similar scenic viewpoint/seating area layout to that proposed by ALT; view of the Ardnamurchan Lighthouse (designed by Alan Stevenson and completed in 1849) from the site of this proposed viewpoint/seating area.

In the 'Improving Infrastructure at the Ardnamurchan Lighthouse Complex' public survey (September 2020 [attached]) the public were asked to share their views on key elements of ALT's proposal:

- 87% of respondents felt that resurfacing the degraded parking areas to a level and durable finish would improve their experience of visiting the Ardnamurchan Lighthouse Complex.
- 77% thought that installing an EV charging point at the Ardnamurchan Lighthouse Complex was a good idea.
- 86% of respondents felt that resurfacing existing informal footpaths to a safe and level finish (making two of the five paths fully pushchair/wheelchair accessible) would improve their experience of visiting the Ardnamurchan Lighthouse Complex.
- 88.5% of respondents rated the visual appearance of the site's heritage foghorn and associated infrastructure in the 'Very Poor', 'Poor' or 'Acceptable, but could be improved' categories.
- 86% of respondents rated the site's current signage [excluding interpretation] in the 'Very Poor', 'Poor' or 'Adequate, but could be improved' categories.
- 96% of respondents felt that the provision of new, thoughtfully designed information boards about heritage, wildlife and landscape features would improve their experience of visiting the Ardnamurchan Lighthouse Complex.

Constraints on the length of the survey meant that not all elements/outputs of this proposal could be individually presented to respondents. However, the final question asked respondents to suggest any other external areas/features where they felt improvement was required.

The following Word Cloud was generated from those text answers, and we see that several of ALT's proposals not included in the main survey questions achieved frequent mentions:



Across 72 text responses:

- A need for additional seating was mentioned 13 times (18%)
- Improvements to viewpoints/addition of further viewpoints was mentioned 11 times (15%)
- A need to improve access was mentioned a further 7 times (10%)
- A need to improve the causeway/central track (referred to as 'road') was mentioned 5 times (7%)
- A need for improved traffic management using the traffic light system was mentioned 4 times (6%)
- The foghorn viewing platform was mentioned explicitly 3 times (4%)

ALT's proposal includes: the provision of additional seating at a newly created scenic viewpoint (with further picnic bench seating to be installed as part of an ongoing HIE grant programme); improvements to access and accessibility across the site; improvements to the condition of the multi-user causeway/central track; improved traffic management; and an uplift in the condition of the much-loved foghorn viewing platform and associated infrastructure. As such, our proposal effectively captures and addresses the views and needs expressed in the Word Cloud above.

c) In development of your project, please detail how you have considered the following:

Environmental Impact:

SUSTAINABILITY

The Ardnamurchan Lighthouse Complex is situated 10 km from the nearest settlement (Kilchoan). Presently, the site is not served by any public or community transport (the narrow access is challenging for larger vehicles such as coaches) and very few guests arrive on foot.

As a region that brands itself 'Outdoor Capital of the UK', it is right that active travel is supported by Lochaber's infrastructure. Encouraging active travel through better provision for cyclists is not only responsible from a health and environmental perspective but makes a meaningful contribution to a reduction in parking pressure at honeypot locations such as the Ardnamurchan Lighthouse Complex.

Most of our 22,000 guests arrive by car or bicycle. To support/encourage the current/future use of sustainable, low-carbon transport, ALT propose the installation of:

- 1 EV Charge Point, to allow guests to ‘top up’ during their visit; supporting and augmenting existing provisions at Ardnamurchan Distillery (Tesla Fast Charger), Mingary Castle (Fast Charger), Ardnamurchan Estates Site Office (Fast Charger), Kilchoan Hotel (Fast Charger) and Kilchoan Ferry Pier (2-vehicle Rapid Charger).
- 1 bike rack with capacity for 10 bikes to be attached safely and securely.
- 1 bike/pushchair/wheelchair repair station to facilitate emergency repairs in our remote location (e.g. punctures/broken chains).



ALT's proposed public bike/pushchair/wheelchair repair station. ALT have obtained advice from the manufacturer about appropriate maintenance of this system in our coastal location and intend to install an optional door to better protect the tools within against corrosion.



The lighthouse complex is a popular destination for cyclists, and increasingly, for touring cycle groups. We do not presently have a safe and secure storage area - so bikes are left lying around the site.

ALT appointed a Landscape Architect to ensure that in the design, specifications and delivery of our proposal:

- Consideration was given to lifetime cost/environmental impact of materials and outputs, rather than prioritising cheaper purchase/delivery costs in the short term.
- Our solutions are fit for purpose, considering the needs of our visitors and the exposed nature of our location; reducing the likelihood that avoidable additional/remedial work will be required at a later stage.
- Energy efficiencies have been incorporated into the choice and use of materials; carriage of materials; and movement/operation of plant.

The remote nature of our location meant that suppliers/contractors based within shorter traveling distances proved more competitive from an affordability and sustainability perspective (in terms of carriage, travel, worker welfare and emissions). Nevertheless, for some services (e.g. the proposed EV Charge Point) it has been challenging to secure quotes during the COVID-19 pandemic due to a paucity in providers nearby and the cross-tier travel required for those located further away to conduct site visits.

BUILT ENVIRONMENT

ALT appointed a Landscape Architect to ensure that the design, specifications and delivery of the proposal:

- Are appropriate to our heritage environment; meeting the needs of our visitors and building resilience on site without compromising heritage features or detracting from the 'look and feel' of the lighthouse complex.
- Includes a Design, Access and Heritage statement that have met enhanced Planning and Listed Building Consent requirements; ensuring and evidencing a positive contribution to Placemaking across Ardnamurchan.

PLACEMAKING

Carron Tobin, writing on behalf of the West Coast Waters Collaboration, notes that: “Ardnamurchan Lighthouse is a significant resource on the west coast both for its heritage and scenic value and also as a visitor experience ... The site has many challenges, not least that it lacks some basic infrastructure and the infrastructure that does exist is tired. The site is not efficient in how traffic, parking and visitor flow is managed. Some of this is undoubtedly linked to the site constraints but the proposed project will readily address these issues by sensitively upgrading the infrastructure within these constraints and vastly improve the visitor experience” (Letter of Support, West Coast Waters Collaboration 2020).

Our proposal seeks to boost this site’s resilience and make the most efficient and sustainable use of available space. For example, the upgrading and delineation of the parking areas will create a total of 34 newly marked bays (including 2 spaces for guests with a disability and 1 space for EV charging); reducing incidences such as that pictured below, where the inefficient use of space reduces capacity and precludes access by other guests.



Encouraging the most efficient use of our limited space is just one of several ways in which we seek to resolve capacity problems and build resilience at the Ardnamurchan Lighthouse Complex. Image from October 2020.

Upgrading our signage/interpretation provision, footpath network, seating and viewpoint offer will help to disburse guests across the site; mitigating the problem of congestion around ALT's parking areas, making more efficient use of the site's overall capacity and improving the guest experience. A reduction in pedestrian/vehicle congestion will also improve guest safety in respect of manoeuvring vehicles. Additionally, under the present COVID-19 social distancing measures, actions intended to reduce congestion have gained new significance. To this end, ALT propose to install semi-permanent external signage at strategic locations, to remind guests of the need to maintain an appropriate distance from other households.

Ergadia Museums and Heritage (a not-for-profit Consultancy practice) consider that: "The Lighthouse is one of the most outstanding sites we have worked on, but its visitor offer and location are complex and challenging, with high risks in terms of 'honey potting' visitors in a fragile ecosystem, both environmentally and in terms of community and services. In high season the Lighthouse and surrounding area is at maximum capacity for visitors ... The principle of improving visitor services and access, spreading visitors across the site, and ensuring that the needs of the primary visitor market for the Lighthouse is better met, are vital steps towards building sustainability through a longer-term strategy of extending the season and with it, the offer" (Letter of Support, Ergadia Museums and Heritage 2020 [attached]).

The remoteness of our location, the lack of competing offers, and the lack of other amenities close at hand serve to heighten the inconvenience that present poor management of traffic and visitor flow can represent for guests (e.g. the next nearest hot drinks offer is ca. 10 km away in Kilchoan: on our narrow, steep and winding single-track road this journey takes around 20-30 minutes, adding unnecessarily to road congestion, local travel time and emissions). These problems result from rising visitor pressure in our remote rural community. By mitigating them and updating/refreshing our guest offer, ALT will ensure that the Ardnamurchan Lighthouse Complex is better able to fulfil its role as the anchor visitor destination on our peninsula.

Equalities Impact/Issues:

"Ardnamurchan Lighthouse is one of the few lighthouses accessible by road ... plans to upgrade paths and parking will ensure this site is fully accessible, providing a unique and inclusive experience." Joyce Hillard, [then] Chairman WACDC.

Written feedback from the 'Improving Infrastructure at the Ardnamurchan Lighthouse Complex' public survey (September 2020) included:

- "[Current footpaths are] not good for wheelchair users."
- "[Current footpaths are] uneven in places so not easily used by people with mobility problems or using wheelchairs, buggies etc."
- "Accessibility - it is quite tricky to get down to the seating areas to the right of the lighthouse."
- "Agree wholeheartedly! Equal access and opportunities within our countryside and beautiful places is a must these days!"
- "All aspects of the outdoor visitor experience at Ardnamurchan Lighthouse require significant improvement in all respects, but especially in relation to access for those with disabilities."
- "As a family with two young kids this would really help us to enjoy the scenery and lighthouse more safely."
- "Improving the [footpaths] close to the lighthouse would be a good idea, especially if it improved access for essential wheelchair users and users with other mobility concerns."
- "It would be good to have wheelchair/pushchair access for those who need it."
- "Making all of it more accessible to people who need to use a wheelchair/mobility scooter."

Features of this proposal that specifically address accessibility include:

- **400m of upgraded multi-user tarmacked track** through the site to improve accessibility and site appearance.
- **705m² of improved parking, with 2 spaces marked for users with a disability.**
- **25m of upgraded walkway and 20m² of upgraded viewing space at the popular foghorn viewing platform,** to allow pushchair/wheelchair access.

- **5 upgraded short informal paths (340m total length) to viewpoints and picnic areas across the site**, to improve accessibility.
- **2 of these paths (91m total length) will be upgraded to facilitate wheelchair access.**
- **1 bike/pushchair/wheelchair repair station** to facilitate emergency repairs in our remote location (e.g. punctures/loose or damaged fittings).

ALT is striving to make our site and events more inclusive by putting policies and practices in place that will welcome and support users with additional needs (e.g. autism, hearing disability, learning disability, restricted mobility and visual impairment). Improved accessibility infrastructure will provide scope for ALT to offer supported walks - an excellent addition to our service, plus a brilliant training and personal development opportunity for Young People.

ALT has proactively liaised with the Lochaber Disabled Access Panel to request their input into our efforts to enhance accessibility across the site. The Panel have generously offered to be part of our project journey, to ensure that this proposal is fit for purpose and delivers on our accessibility objectives (Letter of Support attached; during the Planning application and assessment process, the Panel formally stated their unconditional support for this proposal to The Highland Council).

An example of support offered by the Panel so far is their provision of advice on the use of colour-contrast to make our seating and walkways more accessible to visually impaired guests. ALT also intend to seek the Panel's input during the design of our signage and interpretation, to ensure that as far as possible under cost constraints, these installations enhance time spent on our site for guests with an impairment and/or disability.

In addition, because the Gaelic language is of such educational, artistic, cultural, and social importance to our remote rural community, ALT intend to liaise with The Highland Council's Gaelic Team to facilitate a new bilingual signage and interpretation offer. This action will increase dwell-time and the delivery of cultural/educational benefit at this site.

d) Who will benefit from your project?

Our proposal will benefit:

- 281 residents of West Ardnamurchan, including ALT's 59 members and volunteers.
- 129 tourism businesses in SMMAATA's catchment area.
- ca. 22,000 visitors per annum to the Ardnamurchan Lighthouse Complex.

= 22,410 beneficiaries.

Within the above groups, our proposal will deliver particular benefit to:

- People who wish to safely experience the Mental Health benefits of time spent outdoors and close to nature.
- EV, bike, pushchair and wheelchair users.
- Guests with an impairment and/or additional needs.
- Gaelic learners and speakers.
- Event attendees and event providers/partners.
- Local residents (including School Age Children and Young People) seeking opportunities for social interaction, education, volunteering and employment.
- Partner individuals/organisations (who may use the site as a location for their activities) working to deliver social and cultural benefit in our community.

e) How will your project be continued after HCCF funding and/or what will the lasting benefits of the project be?

MAINTENANCE PLANNING

No charges are to be made by ALT for access to the features of this proposal (except for the EV Charge Point, Rate/Collection Method TBC).

On the completion of capital works, ALT will assume responsibility for ongoing maintenance (the RTIF stated a funded period of 20-years, so design work and maintenance planning has been geared towards that timescale).

Maintenance tasks will include:

- Attention to drainage channels and outlets.
- Patch-repairs to the tarmacked central track and parking areas.
- Patch-repairs to the footpath network.
- Repair and/or replacement of wooden railings (2nr handrails on the W and SSE footpaths).
- Repair and/or replacement of damaged signage/interpretation.
- Reinstatement of loose/fallen stone at the seating area/viewpoint (specialist required).
- Foghorn infrastructure maintenance (i.e. keeping on top of corrosion and painting).

ALT HCCF Capital Works Maintenance Plan			
Volunteer Activity	Estimated Volunteer Days Per Year	In-Kind Value	Notes
Equivalent Volunteer Day Rate (£9.40ph*7hrs) =		£65.80	
Drainage Maintenance (clearing of debris)	2	£131.60	Likely at Start/End Season
Foghorn Infrastructure Maintenance (re-coating paintwork)	2.5	£164.50	Estimate 5 Days Biennially
Path Maintenance (clearing debris; patch repairs)	2	£131.60	Likely at Start/End Season
Signage/Interpretation Maintenance (localised repair/reinstatement)	2	£131.60	Likely at Start/End Season
Tarmac Maintenance (patch repairs)	2	£131.60	Likely at Start/End Season
Wooden Railings Maintenance (2nr) (re-coating paintwork; localised repairs)	0.5	£32.90	As Required
Annual Materials/Plant Purchase/Hire Budget for Maintenance Plan (ex. VAT)		£2,000.00	
Forecast Annual Total Cost to ALT (ex. VAT):		£2,000.00	

ALT's trading activity will enable the organisation to accommodate the projected annual maintenance budget of £2,000 without additional support for the funded period. To maximise financial sustainability, ALT will utilise our existing network of community volunteers to deliver basic works and routine maintenance. If more specialist/more significant work is necessary, local contractors will be approached as required; provided works fall below Level 2 Procurement thresholds.

LEGACY

ALT have operated the Ardnamurchan Lighthouse complex at or slightly above break even for more than 20-years, demonstrating a clear ability to run this social enterprise successfully.

However, as new community landlords, the capital required to overhaul the site's ageing infrastructure and enhance our visitor experience exceeds the financial capacity of our social enterprise under its current operating model.

To increase revenue generation so that ALT is better resourced to protect and enhance this community-owned heritage into the future, our 2019 Business Plan and 2019 Heritage Strategy outline a route towards the creation of a new, flagship visitor centre (an extensive refurbishment of the un-Listed Principal Keeper's Building).

The uplift and expansion of ALT's visitor centre offer is an important step towards securing this site's financial sustainability. However, the poor condition of our existing infrastructure simply *could not* support the development of a new visitor centre or an accessible outdoor activity offer (e.g. guided walks, supported walks, music trails) at present.

Thus, the package proposed here will build infrastructure resilience at this site; allowing our community to enjoy the economic and social benefits outlined in this application, while progressing towards the development of a world-class visitor centre, financial sustainability and possible UNESCO World Heritage Site Status for the Ardnamurchan Lighthouse and its surroundings.

Thus, the legacy of this proposal will be:

- An immediate improvement in accessibility, resilience and the guest experience at this site.
- An immediate increase in this site's capacity to expand and diversify its offer (e.g. through guided walks, supported walks, outdoor events and work with delivery partners).
- The addition of significant activity to ALT's track record of people engagement, which will build capacity in our organisation and improve ALT's chance of success with the Heritage Lottery Fund and others.
- The delivery of supporting infrastructure for ALT's upcoming flagship visitor centre.
- The addition of a significant package of capital works to ALT's track record of project delivery, which will build capacity in our organisation and improve ALT's chance of success with the Heritage Lottery Fund and others.

f) Please outline how your project fits with other local plans or strategies:

LOCAL STRATEGIES

The Ardnamurchan History and Heritage Association (AHHA) was set up in early 2016, representing a formalisation of the previous Ardnamurchan Community Archaeology group. AHHA's aims are:

- To develop the knowledge and understanding of Ardnamurchan's heritage amongst local people and visitors to the area, and those worldwide with an interest in Ardnamurchan.
- To develop our community's capacity and skills to ensure our heritage is better recorded, conserved and shared.
- To make information available in accessible and varied formats and channels including a website, leaflets and booklets, interpretation boards, heritage walks, school visits, an archive, talks, and 'conversations'.
- To ensure that our heritage will be better appreciated through a wider understanding of its value to individuals and the community.
- To encourage individuals to become involved as volunteers, bringing valuable skills and experience while enjoying the social interaction which involvement brings.
- To ensure that our heritage will be better managed, interpreted, explained, recorded and shared.
- To ensure that our archaeological and historical sites will be better preserved.
- To generate a wider interest in the history and heritage of Ardnamurchan from within its community, particularly younger people, visitors to the area and others outside Ardnamurchan who have a link to the area.

ALT's proposal will support these aims by making a key heritage asset more resilient, accessible and informative for Ardnamurchan's residents and visiting guests. Elaine Stokes, Secretary for AHHA has stated that: "[ALT's] application to the RTIF will help to deliver on the Tourism and Heritage strategy and complement the work which is already underway to improve the visitor experience to the area by offering better information and access to our local historical sites" (Letter of Support, AHHA 2020 [attached]).

Phil Richardson, Project Manager for Archaeology Scotland's Adopt-a-Monument Project [£15k match funding intervention committed to this proposal] said: "We feel that [ALT's proposal] will not only broaden engagement with local history and archaeology but will also have a significant impact on the enjoyment and understanding of heritage for local people and visitors alike. The work that the Ardnamurchan Lighthouse Trust proposes to deliver will be a great way to connect people with their heritage, to allow them to discover its history and then work together to ensure its future" (Letter of Support, Archaeology Scotland 2020 [attached]).

WACDC initiates, develops and supports local projects and services in West Ardnamurchan. Joyce Hillard, [then] Chairman of the WACDC commented that: "The Lighthouse project has been an integral part of our Community Action Plan [attached] ... A key element of the plan was to encourage but also to manage sensitively the visitor experience and access to key sites ... WACDC is supporting a number of initiatives to improve the visitor experience including a strategic approach to the promotion and signage of local sites of historical and archaeological interest and the development of accommodation and other facilities to support a potential increase in visitor numbers" (Letter of Support, WACDC 2020 [attached]).

“The West Highland Peninsulas” is a brand that has been developed by the Sunart, Moidart, Morvern, Ardnamurchan and Ardgour Tourist Association (SMMAATA), formerly the Ardnamurchan Tourist Association, to promote the West Highland Peninsulas as a beautiful, wild and unspoilt tourist destination. The Ardnamurchan Lighthouse Complex features as the main landing page image for SMMAATA’s website, underlining its role as a major tourism asset for this region:



This site has attracted 20,404 unique visitors and 26,705 sessions since November 2019 (SMMAATA 2020).

Michelle Hilder, Chairman of SMMAATA notes that: “Improving and upgrading visitor facilities at Ardnamurchan Lighthouse is an excellent fit with current tourism trends. Despite the uncertainties of Brexit, COVID-19 and future ferry subsidies, the high local demand for catering, hospitality and accommodation evidences a burgeoning tourist market, with clear openings for new businesses to develop or existing businesses to expand. The proposed upgrade of access infrastructure at this popular landmark would provide a very firm foundation for the future sustainability of this historic property; safeguarding its role as a strong contributor to the local rural economy” (Letter of Support, SMMAATA 2020 [attached]).

REGIONAL STRATEGIES

In view of recent increases in visitors to Highland and some of the pressures this created, The Highland Council produced a Tourism Infrastructure Plan. This plan provides an audit of the types of tourism infrastructure that would typically be publicly provided by The Highland Council, partners, or communities; rather than facilities or services that are more commonly provided on a commercial basis by the private sector.

The plan goes on to use these findings alongside details of projects under way to define where gaps still exist with a view to these gaps being filled by future projects. Many of these gaps are site specific - such as a car park for a specific attraction, but in other cases the priority is to provide a sufficient network of facilities around Highland where the precise locations are less important and can be influenced by practical considerations or greater local interest in providing the facility.

As an example of tourism infrastructure provided by a community landlord, ALT’s proposal is a good fit for the aims of The Highland Council’s Tourism Infrastructure Plan: as the anchor tourism asset for the Ardnamurchan Peninsula and a ‘must visit’ across the wider Lochaber region, our proposal to boost resilience against burgeoning visitor pressure, improve accessibility and improve the guest experience at the Ardnamurchan Lighthouse Complex will 1. address site-specific issues created by rising visitor pressure, and 2. fill a critical gap in the Lochaber’s Tourism Infrastructure network.

NATIONAL STRATEGIES

ALT's proposal supports several commitments outlined by industry leaders and stakeholders in the Scotland Outlook 2030 document [see Appendix 4 for a summary table].

This proposal will contribute to 'Our Thriving Places' by:

- Creating resilient access to the area's most significant tourism asset; protecting it against further damage from rising visitor pressure and ensuring that rising visitor numbers can be managed effectively and responsibly by our community.
- Delivering on clear mandates from 6 community consultation exercises, which from 2016 - 2020 have repeatedly and consistently evidenced a desire for improved infrastructure at this site.
- Creating a better visitor experience at the regions premier landmark; acting to raise Ardnamurchan's profile and standing as a visitor destination and buttress the area's 129 other tourism businesses.

This proposal will contribute to 'Our Memorable Experiences' by:

- 'Nurturing' a well-loved, but rather tired, tourism asset to enhance its resilience and mitigate against negative impacts of rising visitor pressure.
- Improving the accessibility of the site year-round by mitigating against flooding of the causeway, parking areas and footpaths due to worn surfacing and poor drainage.
- Improving our offer to pushchair/wheelchair users; and creating a more informative, inclusive and accessible environment for all guests.

COVID-19 CONSIDERATIONS 2021

Following the easing of the March 2020 COVID-19 lockdown, ALT reopened the Ardnamurchan Lighthouse Complex on 15 July 2020. ALT sought and received emergency grant support to assist with the financing and implementation of enhanced hygiene, health and safety measures; and to bridge the income gap in our social enterprise following the unplanned 3.5-month closure.

In our on-site café, trading for the remainder of July took place at 80% of average, and trading during August and September took place at 100% of average. ALT have therefore demonstrated a proactive, capable and compliant response to the COVID-19 crisis.

To extend that proactive, capable and compliant response, the following factors have been considered by ALT during the preparation of this proposal, in line with the STERG National Action Plan 2020 and VisitScotland's Get Tourism Ready guidance:

- ALT have budgeted to install semi-permanent external COVID-19 signage at congested locations on site, to remind guests of the need to maintain an appropriate distance from other households.
- Where possible within the *conservation, heritage and topographical constraints of this site, ALT have endeavoured to 1. add to and upgrade our existing footpath network; encouraging the dispersal of guests across the site, 2. widen footpaths to better accommodate social distancing, and 3. space seating (e.g. at the new stone seating area/viewpoint) to accommodate distancing between households.
- Acknowledging the impact that COVID-19 restrictions (in particular, subsequent lockdowns) may have on:
 - Business and Supply Chains
 - Carriage and Travel Costs
 - Delivery Timescales
 - Markets and Inflation
 - Staffing Levels and Welfare Costs

ALT have added a COVID-19 Contingency of 10% to our projected programme costs. ALT's remote rural location heightens our exposure to the above risks, and there is precedence within The Highland Council's existing project portfolio for overspends related to COVID-19 at this scale.

**The Ardnamurchan Lighthouse Complex is situated within the Lochaber Geopark SSSI, so the blasting of rock outcrops (e.g. to widen a path, or to extend parking areas) is a restricted activity.*

4.3 Does your project require planning permission or any statutory regulatory requirement or consent?		YES
If YES, please detail		
Type	Steps Taken	Date
Planning Permission	APPROVED	19.01.2021
Listed Building Consent	APPROVED	18.12.2020

SECTION 5: BUDGET

This can be provided in a separate excel spreadsheet if you prefer. Please delete the example below before completing this form.

ALT wish to emphasise that our proposal is viable, shovel-ready and demonstrates a high degree of additionality with a complete package of approved Match Funding and Permissions in place. A last-brick intervention from the HCCF is now the ONLY barrier to project delivery.

Feedback at Stage 1 indicated that the HCCF Panel wished to see a reduction in ALT's grant request (i.e. a reduction in our proposed scope of works). It was also suggested that ALT might wish to approach the HCCF with outstanding works from this proposal during the next round of funding in October 2021.

Since that time, the RTIF have endorsed our package of works IN FULL, with just a 10% reduction in ALT's proposed contingency budget.

This means that for every £1 committed by HCCF, an external investment of £2.90 will be unlocked for this remote rural community. Thus, with match funding and permissions in place, ALT consider that a full commitment during this round of funding will offer the HCCF best value for money (i.e. if this package is de-scoped, there is no guarantee that equivalent match funding would be in place to support outstanding elements during the next round).

Further, if ALT is unable to secure this last match funding commitment before 31.03.2021, the RTIF's pledge of £192,000 will be withdrawn and this shovel-ready project will not proceed.

Taking the RTIF's actual commitment, ALT's reduced contingency budget and the exclusion of In-Kind contributions from the project budget into account, our HCCF Stage 2 request has reduced by £12.7k from Stage 1.

5.1		
Budget Heading	Detailed cost	Amount (ex. VAT)
Construction	Access Works, Blast/Redecorate, Signage/Interpretation	£196,957
Purchases	Traffic Management, EV Point, Cycle Station/Stand	£9,445
Professional Fees	Architect, Planning, Legal, Project Management	£32,006
Contingency (20%)	10% Standard, 10% to mitigate the impact of COVID-19 on costs	£47,682
TOTAL PROJECT COST (ex. VAT)		£286,090

5.1 For detail, please see 'ALT FINAL Costs, Funding Package, In-Kind and Maintenance for HCCF' [attached].

SECTION 6 – MATCH FUNDING

6.1 Please give details of any other funders that will contribute to the project:			
Name	Confirmed Yes/No	Date (month/yr)	Amount £
Ardnamurchan Lighthouse Trust	YES	October 2020	£225
Archaeology Scotland	YES	October 2020	£15,000
Highland Council	YES	October 2020	£225
Rural Tourism Infrastructure Fund	YES	January 2021	£192,000
Scottish Land Fund	YES	October 2020	£4,990
Total £			212,440 (74%)
Please detail HCCF Grant requested £			73,650 (26%)
(This should total project costs section 5) Total £			286,090 (ex. VAT)

<p>6.2 Will your project involve any “in kind” support?</p> <p>YES</p> <p>Please detail:</p> <p>ALT have committed -</p> <p>£2,430 in Land Value</p> <p>£564 in Volunteer Hours</p> <p>Please see 'ALT FINAL Costs, Funding Package, In-Kind and Maintenance for HCCF' [attached] to view our calculations.</p>

SECTION 7 – BUSINESSES AND REVENUE GENERATION PROJECTS

For all business applications or projects that will generate revenue you **MUST** submit a business plan to accompany your application. Please also complete the following:

<p>7.1 Have you had any support from other organisations in developing your project:</p>	
<p>Other (please detail)</p>	<p>ALT's proposal is <u>not</u> intended to generate direct revenue.</p> <p>However, our ALT Business Plan and ALT Heritage Strategy detail actions to allow the building of income streams once the site's infrastructure is uplifted.</p> <p>These documents were prepared by consultants from Ergadia Museums and Heritage as part of ALT's Stage 2 Scottish Land Fund bid.</p>

7.2 Have you previously received public funds for your business/organisation?

Yes	
No	X

ALT did not receive any De Minimis funding during the previous 3 financial years (Scottish Land Fund grant awards do not count towards the De Minimis allowance).

SECTION 8 – SIGNATURE

I declare that the information contained in this application is correct to the best of my knowledge, that I have read the guidance notes and that I 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 Would the person named as main contact for this application please sign below

Signature:	Print:	Date
<i>Stephanie Cope</i>	Stephanie Cope	31.01.2021

8.2 To be completed by the Chairperson or equivalent of your group or organisation (if different from above)

Signature:	Print:	Date
<i>Ritchie Dinnes</i>	Ritchie Dinnes	31.01.2021

Attachments checklist. Please ensure you enclose copies of the following where appropriate.		Please Indicate (x)
1	Constitution or Articles and Memorandum	X
2	Committee Members or Directors List	X
3	Permissions – Planning etc	X
4	Policies – Child, Risk, Equal Opportunities etc	X
5	Confirmation of Match Funding if available	X
6	Bank Statement	X
7	Research/Evidence of Need and Demand	X
8	Business Plan	X
9	Insurance	X

For assistance completing this form please contact:

coastal.communities@highland.gov.uk

Please ensure you include your EOI reference number that was supplied to you with your application pack.

APPENDECES

Appendix 1 – Top 10 activities undertaken by Highland day-trippers

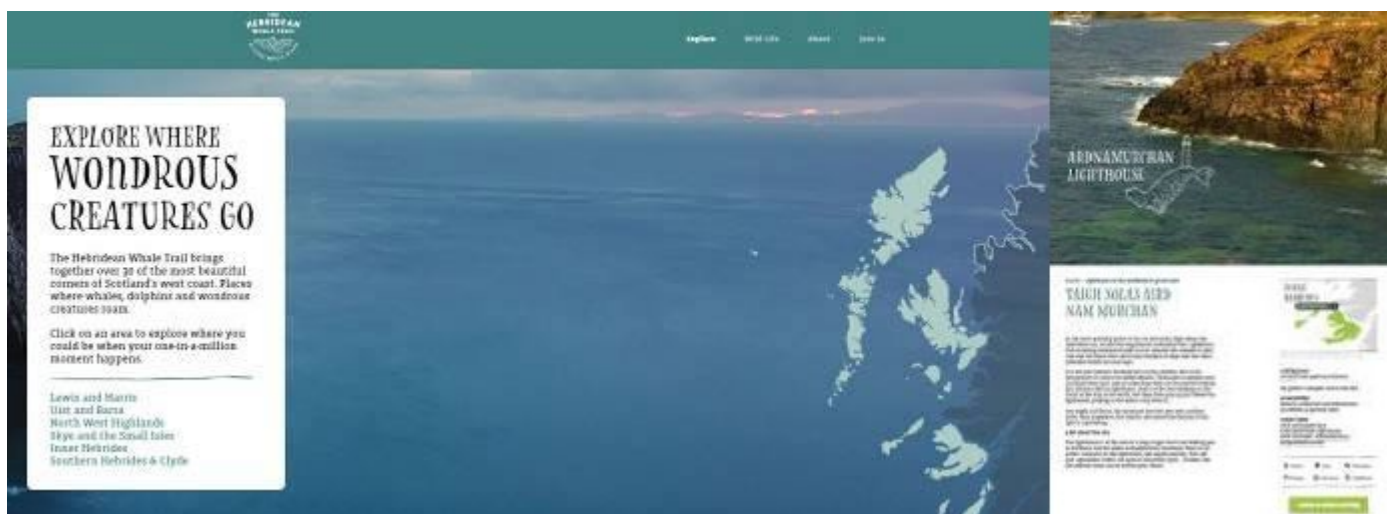
This diagram, reproduced from the Highland Trends Factsheet (VisitScotland 2018) shows the top 10 most popular activities undertaken by Highland day-trippers, and the growth in average annual figures over a period of 3 years:

Most Popular Activities Undertaken as Part of a Day Trip, Highlands: 2016-18 Average Annual Figures and Percent Change from 2015-17



The Ardnamurchan Lighthouse Complex offers at least 6 of these top 10 most popular activities on site (café meal; sightseeing on foot; short walk/stroll; sightseeing by car; wildlife watching; beach visit).

Appendix 2 - HWDT's promotion of/activity at this site



Screenshots from the HWDT 'Hebridean Whale Trail' site. This site attracted 22,227 unique visitors during its first 6 months (The Hebridean Whale Trail Project Report, HWDT 2020).

The following section has been reproduced from The Hebridean Whale Trail Project Report 2020 (see: Case Study: Ardnamurchan p.22), highlighting the work that HWDT have undertaken to promote this site as a location for whale watching, and the positive impact that their people engagement activities have had:

In 2019, volunteers, Tierney Carter and Milo Mole, became local ambassadors for the Hebridean Whale Trail. They spent 10 weeks at the lighthouse; engaging with visitors and monitoring marine mammals. The role of Ardnamurchan Lighthouse Volunteer involved carrying out dedicated Sea Watch surveys between 10am to noon, and 2pm until 4pm, providing excellent visitor experiences, and engaging with the local community through activities such as evening talks and school visits. Over the 10 weeks of their placement, they carried out 210 hours data collection for Sea Watch, recording 109 cetaceans, and actively engaged with more than 1500 visitors.



"We visited the lighthouse where we met Tierney and Milo, we found them very welcoming knowledgeable and really enjoyed the hours we spent together looking for whales, dolphins etc. so much so we went back for a second day. Both of them were excellent with people visiting the lighthouse ... The two days we spent with them really made our holiday memorable."

-Noel & Sally Barke, August 2019

Appendix 3 - 2018-2019 Tourism Trends for Lochaber

The following graphic, produced by the Scottish Tourism Economic Activity Monitor (STEAM), summarises 2018-2019 Tourism Trends for Lochaber:



The growth of 15.3% in Day Visitors (both Visitor Days and Visitor Numbers) between 2018-2019 is particularly relevant to the Ardnamurchan Lighthouse Complex: in addition to welcoming those guests who are staying locally, this site is attractive to visitors driving through for the day from Mallaig, Fort William or the Isle of Mull.

Scotland Outlook 2030:

A summary of our commitments

Area/Strategic Priority	Our commitment
Our Thriving Places	We will ensure places across Scotland can develop and manage tourism effectively and responsibly.
	We will actively engage local communities as valued stakeholders in tourism development and delivery.
	We will enable the whole of Scotland and more sectors of the economy to benefit from tourism demand, by taking a strategic approach to developing the right products in the right places.
Our Memorable Experiences	We will nurture Scotland's tourism assets to deliver high quality, memorable experiences that benefit visitors and the places they visit.
	We will encourage and enable visitors to explore more of Scotland throughout the year.
	We will ensure Scotland is an inclusive and accessible destination, enabling all visitors to travel widely and enjoy the full range of the country's visitor experiences.

The table above (reproduced from the Scotland Outlook 2030 document) shows some of the key areas where ALT's proposal will help to create a better environment for and build resilience in our remote rural community.

Highland Coastal Communities Fund – Application Assessment

File Reference:	45	Applicant Name:	Ardnamurchan Lighthouse Trust (ALT)	Organisation Type:	Company Limited by Guarantee/ Charity
Project Title:	Increasing Infrastructure Resilience and Capacity at the Ardnamurchan Lighthouse Complex.	Date application received:	31/01/21	Area Committee:	Lochaber

Project Summary

Total eligible project costs (£)	£286,090.00	Total HCCF funding sought (£)	£73,650.00
Percentage HCCF grant intervention rate applied for (%)?	25.74%		
Estimated Start Date	31/03/21		
Estimated Finish Date	30/04/21		

Application Technical Check

		Yes-No-N/A	Comments
1	Is HCCF grant requested within the Highland/local thresholds?	Yes	
	Has any work already started/costs been incurred prior to application?	No	
2	Does the project have to comply with any Statutory Regulatory Requirements?	Yes	
	Are the necessary planning consents/licences in place or applied for?	Yes	Planning permission and listed building consent in place
3	Is project activity being proposed, a public sector statutory duty?	No	

4	Is application organisation VAT registered? Has evidence to confirm VAT status been received?	Yes	https://www.tax.service.gov.uk/check-vat-number/known
5	Is the proposed activity/project within 5km of coastline or has applicant provided justification of benefit to coastal communities?	Yes	On coast
6	Is the applicant an eligible business/organisation/person? Has applicant confirmed organisation type and appropriate registration?	Yes	Articles of Association on file- OSCR website confirms charitable status. https://www.oscr.org.uk/about-charities/search-the-register/charity-details?number=25610
7	Will the project generate revenue? Has the applicant provided a business plan (if required)?	See note	These specific measures will not in themselves directly generate revenue. However, Business Plan and ALT Heritage Strategy detail actions to allow the building of income streams once the site's infrastructure is uplifted.
8	Project fits with the following HCCF priority(ies) - Economic Recovery - Community Resilience - Mitigation of climate/ecological emergency - Rural Depopulation	Economic recovery	
9	Is a full match funding package in place or applied for pending decision (written evidence provided)? If a match funding decision(s) is pending, what is the expected date of decision(s)?	See note See Note	Full match funding package secured. RTIF is major funder @ £192,000.00. This offer requires all match to be confirmed before 31/03/21 in order to be secured.
10	Is the application form signed and dated by chair person or equivalent (authorised signatory)	See note	Scanned signature page provided separately via e-mail

Assessment Criteria

	Application has demonstrated:	RAG Status	Comments
11	Project Robustness	G	All necessary permissions and match funding in place. This is a very well written application, fully answering all questions and providing strong evidence to back up those answers.
12	Engagement & Support	G	Detailed evidence of consultation and support provided with the application.
13	Meeting a Need of Demand/Market Demand	G	Need for these works is clearly demonstrated in the application, via survey and photographic evidence.
14	Legacy & Exit Strategy	G	Long term physical improvements to access will be delivered by this project. Maintenance plan in place- application notes- On the completion of capital works, ALT will assume responsibility for ongoing maintenance. The major match funder (Rural

			Tourism Infrastructure Fund) requires measures in place for a 20-year period and has approved ALT's application subject to match confirmation. This supplies substantial assurance as to legacy & exit strategy. Longer term development proposals at the Light House focus on the creation of a new, flagship visitor centre (an extensive refurbishment of the un-Listed Principal Keeper's Building). The development of such a centre could not happen without first making the improvements set out in this Application. Business plan makes provision for the costs of ongoing maintenance and there is a commitment to any necessary volunteer activity to support this. Overall legacy is significantly enhanced access to key visitor attraction on the Ardnamurchan peninsula and measures that will support future development of a new visitor centre, which will boost the financial position of the Lighthouse.
15	Consideration of equalities issues/impacts	G	Evidence provided to show surveys have addressed equalities considerations and sought feedback on accessibility issues. Application demonstrates how proposed works will directly address accessibility problems. Lochaber Disability Access Panel have been consulted on proposals and have provided a letter in support of the project. Application also notes; "ALT is striving to make our site and events more inclusive by putting policies and practices in place that will welcome and support users with additional needs (e.g. autism, hearing disability, learning disability, restricted mobility and visual impairment)".
16	Environmental sustainability	G	Comprehensive response to this issue in the application.
17	Value for Money	G	<p>Detailed e-mail on file outlining the basis by which application costs have been arrived at. Costs are a mixture of quotes and use of Public Contracts Scotland, dependent on scale. For Public Contracts Scotland, tender documentation included architect prepared design/specification drawings, an architect-prepared Tender Document and an architect-prepared Bill of Approximate Quantities. All firms received identical information, and all firms were invited to conduct a site visit.</p> <p>Note scale of HCCF grant has been reduced from original EOI request for £100,000 to £73,650</p> <p>HCCF Investment would deliver long term infrastructure improvements and a wide range of benefits.</p>
18	Match funding	G	All match secured, but RTIF £192,000 is subject to approval of HCCF bid
19	Meets Local Priorities	G	Clearly meets remote rural and alleviating visitor number pressure considerations. Application also clearly demonstrates supporting links to a range of Highland Council priorities. Local support for the project is also clearly shown.

20	Additionality	G	Significant leverage of match if HCCF awarded. £192K RTIF award is dependent on securing this request.
	Please indicate whether HCCF funding is required to: <ul style="list-style-type: none"> - Allow the project to proceed - Increase the scope of quality of the project - Accelerate the implementation of the project - 		Required to allow project to proceed
	Has loan finance been considered? Please explain why loan finance has not be considered a viable option:	See note	No revenue generation from the activities to support a commercial loan.
Procurement and RoC:			
21	Are all project costs eligible/essential?	Yes	
22	Have the project costs been sufficiently broken down and itemised?	Yes	Wide range of quotes on file to support headline costs in application. Applicants issued an Invitation to Quote (ITQ) document to eight firms via the Public Contracts Scotland (PCS) web portal on 02.10.2020. This ITQ comprised ALT's architect prepared design/specification drawings, an architect-prepared Tender Document and an architect-prepared Bill of Approximate Quantities. All firms received identical information, and all firms were invited to conduct a site visit. Detailed breakdown of main tender on file.
23	Have the recommended HCCF procurement requirements been met, where required? If not, what steps have been taken to judge whether costs are reasonable?	Yes	
24	If the applicant is VAT registered, has VAT been removed from eligible project costs?	Yes	
25	Has the applicant received previous funding from public sources in the last three fiscal years?		Just mentions de-minimis- Application is very unlikely to be deemed State Aid, and so level of public funding should not be a technical concern.

Document Checklist		
	Yes-No-N/A	Comments
Expression of Interest	Yes	
Application technical assessment checklist	Yes	
Certified financial accounts:	Yes	Accounts to March 2020 available on Companies House
Research / Evidence of need and demand	Yes	
Financial statement demonstrating need for public funding (if relevant) (e.g. letter from applicant/bank statements etc.)	See note	Commercial loan not a viable option for this project. Bank statement shows need for grant funding in order to deliver.
Complete business plan (If relevant)	Yes	
Evidence of control/ownership of asset	See note	Chase up formal documentary confirmation for file as any grant condition, but well known that Ardnamurchan Lighthouse complex entered community ownership on Monday July 27th 2020. Ownership was transferred to the Trust from The Highland Council via Community Asset Transfer. The site and associated buildings are owned and managed by the Trust on behalf of Ardnamurchan's residents. The lighthouse tower, which is still operational, remains the property of the Northern Lighthouse Board.
Job descriptions (and activity plan) for any post which funding is sought towards	N/A	
May apply:		
Current constitution or articles and memorandum	Yes	
Current committee members or directors' list	Yes	
Permissions – planning, building warrant etc.	Yes	
Policies – equal opps Child protection (if relevant)	Yes	
Written confirmation/evidence of match funding (if available)	See note	RTIF £192K not yet formally awarded- subject to HCCF match decision. Award in principle confirmed via press and liaison with Highland Council's officer responsible for RTIF, Leona Joiner.
Insurance	See note	Require copy for file as standard condition of grant if awarded
Additional:		
Letters of support	Yes	
Partnership Agreement	N/A	
Other	See note	<ul style="list-style-type: none"> • Design drawings • Estimates and quotes • Letters of support • Business plan • Consultation evidence • Planning submission

Recommended Conditions of Grant
Pre Approval Conditions
Pre Start Conditions
<ul style="list-style-type: none"> • Confirmation of RTIF £192K match funding award
Other Issues/Conditions

Assessed by:	Name:	Martin Culbertson
I can confirm that I have completed the eligibility checks as set out above.	Date:	02/03/21

Highland Coastal Communities Fund



- Please read the Application Form and the Guidance Notes completely before completion
- **No project should start or commit expenditure before receiving approval of grant**

SECTION 1: PROJECT SUMMARY

1.1 Organisation/applicant name	<p>Eigg Trading. Ref 84</p> <p>Note: the original application was made in the name of Isle of Eigg Heritage Trust (IEHT). Eigg Trading is a solely owned subsidiary of the IEHT, it is VAT registered, will be delivering the project and its future management.</p> <p>Applications for funding from RCGF, National Lottery and SSE Sustainable Fund were made initially by IEHT, but the agreed funding was transferred at the letter of grant offer stage to Eigg Trading.</p> <p>Having spoken to Martin Culbertson, it was agreed that submitting the full application in the name of Eigg Trading would be more appropriate</p>
1.2 Project title	An Laimhrig- Eigg Community Hub Redevelopment (Phase 2)

1.3 Total cost of project	Total cost of project	£2,420,400
	Match Funding	£2,320,400
	Grant requested	£100,000

1.4 Estimated Start Date	April 2021
1.5 Estimated Finish Date	June 2022 – in time for the 25 th anniversary of Eigg's historic community buyout.

1.6 Which of the following programme themes will your project meet?	
Economic Recovery	X
Community Resilience	
Mitigation of climate/ecological emergency	
Rural de population	

How will your project benefit coastal communities or the coastal/marine economy?

Please provide any evidence you have of wider community support for this application?

Our project – phase two of the redevelopment of the An Laimhrig and its surrounding area – will benefit our remote island community of Eigg by:

- Enabling economic growth; supporting Eigg's fragile economy by generating and growing on-island revenue, visitor income, and export sales
- Facilitating the creation of up to 8 new direct jobs, 2 indirect jobs, and 3 new businesses
- Improving provision of lifeline facilities in a more economically sustainable way
- Supporting increased social cohesion through the provision of more and better indoor and outdoor spaces, increasing confidence and reducing feelings of isolation
- Enabling greater access to goods and services at a more affordable cost
- Increasing equality of social and economic opportunity to a level of similar mainland communities
- Meeting an expressed community need for more space and better facilities within the island's main anchor building
- Creating new space for community organisations to meet and work from, including HM Coastguard, Feis Eige, Eigg's Environmental Action Group, History Society and more
- Making better use of the very constrained area of land the An Laimhrig building sits on, ensuring its commercial, community, visitor, agricultural and public services operate more efficiently and safely
- Creating opportunities for employment and new business start-ups, especially for young people
- Strengthening community owned assets, making them more robust and financially resilient
- Significantly reducing the environmental impact of fossil fuel usage by moving to a locally sourced biomass fuel boiler and increasing the growth of a circular green economy
- Supporting neighbouring island and mainland economies
- Drawing over £2m new capital funding into the Small Isles
- Contributing to Eigg's long-term sustainable future and that of West Lochaber and wider West Highlands
- Ensuring past progress is not lost through lack of investment in absent, ageing or inadequate infrastructure
- Creating a gateway building that Eigg residents feel pride and a strong sense of ownership in. A building that that inspires and engages visitors to the island and encourages them to share their experience and return

The Isle of Eigg is a small resilient community located one hour off the mainland port of Mallaig. Outwith Covid-19, Eigg has four passenger and freight ferries a week from Mallaig in winter, six in summer. There is a tourist passenger boat from Arisaig five days a week in summer.

Eigg's 110 strong population includes a wide range of ages with differing needs. Almost two-thirds have been born or moved to Eigg in the years since the buyout in 1997. 55% of the population are under the age of 50, with 15% of the total under the age of sixteen.

Our remote island location means the cost of living is higher, but incomes tend to be lower.

55% of Eigg households have below average Gross Domestic Household Income, with 17% saying they don't manage or have financial difficulties by comparison to 8% in Scotland. Electricity is 25% higher than on mainland Scotland. Ferry freight adds £45 per tonne to coal or stove pellets delivery. Eigg's only shop is excellent, but freight and other factors mean prices can be 20% – 150% higher, the lack of shelf/storage space restricting the range of budget price options.

The ferry timetable doesn't allow for a daily commute to the mainland to work. Most people on Eigg work in tourism, agriculture, public services, construction and creative industries. Outside Covid-19, 80% of residents are economically active, compared to 69% nationally. However, only 28% have one full-time role, everyone else has multiple part-time roles and/or works seasonally.

The impact of the 'three winters' of COVID-19 and the loss of 2020's tourism season has been devastating to Eigg's fragile fluctuating and seasonal economy. As COVID extends into 2021 this could develop into 'five winters', with a loss of employment further exacerbating high fuel and household costs.

The impact on individual households and families extends beyond those of working age to everyone in the community. To illustrate, we give two very striking examples:

- Eigg's only shop depends on Eigg residents having sufficient income to continue to support it – without that, it will close. As island household incomes continue to decline, ordering from mainland grocery shops whose range and prices are cheaper becomes the only option for more households. With no visitors buying from the shop in 2020, and the possibility that 2021 may see little improvement, the future of Eigg's lifeline shop could be threatened.
- The impact of COVID on the island's electricity company has also been significant. Due to severely restricted capacity on the Calmac ferry, the only visitors to Eigg in 2020 were for the month of September, before semi-lockdown happened again. Eigg Electric's income was down by 20%, mostly from lost holiday cottage lets and guesthouse bookings. The company cannot sustain this loss of income for any period without losing maintenance staff or being able to undertake repairs – this would send Eigg back to pre-Eigg Electric days, when instead of renewable power, each property had an expensive to run diesel generator.

Eigg's economy has benefited hugely from the growth in tourism, with visitor numbers doubling in just ten years. The 70% growth in population and 100%+ in visitor numbers were welcome, but it was clear that the island did not have the appropriate infrastructure to support or sustain this growth in numbers.

Islanders began a process of deciding how the challenge of immediate needs and demand could be met. They wanted to reduce imports and reliance on external services and provide for islanders from the island's own resources - more local food production, local heating and power, jobs which supported the internal economy etc. Working together, they began to identify solutions that would support resilience and sustainability, ensure environmental responsibility, and offer diversification of opportunity well into the future.

The subject of this application – phase two of the redevelopment of An Laimhrig - was one of the key projects identified by residents as essential to sustain the community into the future.

Islanders have spent the last five years working together to identify what they needed from their main community facility and how it might be developed to benefit the community and its visitors today, and into the future.

The An Laimhrig redevelopment has two phases.

1. Phase one* covered basic infrastructure and new visitor toilets and showers.
2. This application, the larger phase two, will complete the project.

Consultation with the community, tenants, user-groups, visitors, and public agencies determined the need for greater and improved space designed to suit requirements for the next twenty-plus years. Visitor opinions have also been taken and fed into the final design.

The project addresses residents' concerns and aspirations as set out in the Eigg at 20 Survey conducted in 2017/18 which established islanders concerns and hopes for the future. 82% of residents completed the survey.

The consultation also identified the need to provide enhanced and improved services and facilities on a scale that can be managed and maintained within the resource capacity of a community 110 strong. The solution needed to be flexible but affordable and resource-light.

In addition to improving and extending indoor space, the project makes better use of the small piece of land at the head of Eigg's two piers that An Laimhrig sits on, in a better planned and more efficient way to meet the very different needs of multiple users, safely. From residents to visitors, from farmers to the visiting dental van or Highland Council skip lorry.

As the feasibility study progressed, IEHT and Eigg Trading undertook regular and repeating consultation to ensure the needs, priorities and aspirations of those An Laimhrig serves continued to be captured and incorporated into the project. The feasibility study also established the business model for the redevelopment, identifying new and enhanced income streams to ensure long term viability and opportunities for future growth. This information is included in the five-year business plan.

The consultation process demonstrated how partnership working with all stakeholders can increase awareness, advocacy and the quality of the final design, a process and result that has been welcomed by all of residents and businesses. The new An Laimhrig will be the first building you see on arrival and last on leaving, it will set a strong standard from first impressions, as well as creating a safer and more welcoming environment that makes better use of the asset available. It will bring significant economic and social benefits to the island, building on existing strengths and tackling the challenges of its remote location with well-planned and flexible infrastructure that meets the needs of today and the future.

(See 4.2a below for more details on community consultation and engagement)

** For information, phase one lays the ground for phase two with the installation of new water supply and septic tank, a new shower and toilet block, signage and additional generation and storage capacity to the island's renewable electricity grid to support the expansion of facilities at An Laimhrig.*

Phase one starts in April 2021 and is funded by Rural Tourism Infrastructure Fund, Highlands and Islands Enterprise, Eigg Trading and £100,000 of the £1.2m award from the Scottish Government's Regeneration Capital Grant Fund award. The total cost of phase one is £728,400. We are not looking for any funds towards phase one from HCCF.

SECTION 2: CONTACT DETAILS

2.1	Main contact name	
	Contact number	
	Alternative contact number	
2.2	Position	
2.3	Address	
	Postcode	
2.4	Email address	
2.5	Website address	www.isleofeigg.org

SECTION 3: ORGANISATION DETAILS

3.1 Organisation Status	Please indicate (x)	Organisation number
Company limited by guarantee	X	SC170339
Constituted Group		
Public Body		
Private Business		
Charity	X	SC025609
SCIO		
Other (please specify)		

3.2 Are you VAT Registered? <i>(delete as appropriate)</i>	YES		
3.3 If you are registered for VAT please quote number	699 7282 55		
3.4 Is the VAT related to the project being reclaimed from HMRC (x) <i>please provide any relevant details in the box below, details of exemptions etc.</i>	Wholly	Partially	None
	X		

Notes:

3.5 Key Project Personnel – please list personnel involved in this project detailing their skills to be involved	
Name and position in organisation	Skills/Area of work
Rebecca Long – Business Development Manager and project lead	<p>Rebecca (Becca) moved to Eigg four years ago from London where she worked within the Business Development team at a small financial services consultancy.</p> <p>Becca became the Business Development Manager for the Isle of Eigg Heritage Trust in October-17. Since then Becca has raised all the funding required to deliver the An Laimhrig project, leading on the procurement of architect and the design team services, coordinating community consultation, managing budgets and reporting on progress.</p> <p>She has also successfully co-ordinated and managed a large-scale timber harvesting operation on the island using a team of on and off-island contractors. She has also restructured the on-island wood fuel enterprise and coordinated delivery of the island's Long Term Forest Plan.</p> <p>Becca is also the secretary of the Isle of Eigg Residents Association and a qualified dispenser, supporting the Eigg Medical Practice</p>
Fiona Begg – technical advice	Having trained as an architect , Fiona is now freelance development manager for community

	<p>projects including An Crubh (Isle of Skye). Fiona has been supporting Becca with technical advice and support to ensure appropriate procurement rules are adhered to and project momentum is maintained, to deliver to budget/timeline.</p>
<p>Design Team – WT Architecture, Morham & Brotchie (Quantity Surveyors and assuming the role of principal design services), Harley Haddow (Mechanical and Electrical Engineers) and David Narro Associates (Structural Engineers).</p>	<p>Project architect, WT Architecture, have a strong track record of successful project delivery. This includes recent and ongoing work with community groups to deliver multi-purpose building projects direct experience of working on the West Coast of Scotland the Islands.</p> <p>Together WTA, M&B, HH and DNA have worked as a team on a large number of projects and have extensive experience of working with clients and contractors to complete island community projects. The team is acutely aware of the challenges associated with procurement, construction, and quality management of island projects and the means to navigate these throughout the building process. The completed An Crubh (Isle of Skye) and Iona Village Hall (in construction) are recent examples of the whole team delivering a building with funding shortfalls without sacrificing the integrity of the architecture.</p>
<p>Maggie Fyffe and Jacqueline Kirk – financial management</p>	<p>Maggie has lived on Eigg for over 40 years and was one of the key drivers behind the community buyout. Company secretary of IEHT and Eigg Trading since its inception, Maggie maintains the books for IEHT and all subsidiaries, as well as the Residents Association and Community Association. Maggie also has years of experience managing cash flow and grant claims for projects – large and small. Maggie is the main PR contact for Eigg and has spoken at conferences both national and international. Her knowledge and experience gained dealing with a multitude of issues connected to the buyout and beyond is invaluable to the operation of IEHT and Eigg Trading</p> <p>Maggie is sharing the responsibility for financial management of the project with Jacqueline Kirk. Jacqueline has been a previous Director of the Isle of Eigg Heritage Trust and Eigg Trading and is co-manager of the Isle of Eigg Shop</p>
<p>Sue Kirk – Eigg Trading Director</p>	<p>Sue has lived on Eigg for nearly forty years, and during that time has worked in catering and hospitality as well as bringing up three children on the island. She now runs two small businesses - Isle of Eigg Shop, employing three and Lageorna Guesthouse and self-catering, a family run business.</p>

	<p>She is Sub-Postmistress at Isle of Eigg Post Office. Main</p> <p>Over the years she has personally managed the renovation of her own home, a derelict building into a self- catering cottage and the building of a small bed and breakfast and Visit Scotland 4* restaurant.</p> <p>Her personal interests are community, sustainability, environment and food security on personal, local and global levels. Sue was a director of IEHT for four years after the Community buyout, as well as Eigg Construction.</p>
Greg Carr – Eigg Trading Director	<p>Greg is born and bred on Eigg. Greg studied architecture and subsequently worked for an architect firm in Vietnam. Since returning to Eigg, Greg has involved himself in all elements of Eigg community life.</p> <p>Greg is part of the maintenance team responsible for Eigg Electric, as well as a member of the Eigg forestry team. A skilled fencer, Greg is adaptable and willing to be involved and support projects as they come forwards on the island.</p>
Jackie Jobson – Eigg Trading Director	<p>Jackie is a solicitor. She is currently on sabbatical from her role as a Criminal Defence Solicitor, having lived and worked between the mainland and Eigg since moving here with her family in 2016.</p> <p>She has extensive business experience having fulfilled several consultancy, managerial and directorial roles across a number of industries in the United Kingdom and Asia including media and publishing, charity, and renewable energy.</p> <p>She has a law degree from the University of Glasgow and a degree in economics from the University of Paisley.</p>
Stuart Fergusson – Eigg Trading Director	<p>Stuart's Family moved to Eigg when he was a child in the late 80's. On finishing High School in Portree, he moved to Edinburgh where he worked his way into management within an international fast-food chain. In the late 90's he moved into tile/bathroom sales, opening a flag ship shop for an SME based in the North of England and Scotland. Within a couple of years, he had progressed to Area Manager for Scotland covering 10 shops and responsible for all aspects of financial planning, Health and Safety, procurement etc. In 2005 he made the decision to move back to Eigg, initially working in/managing the Tearoom, until in 2008 he took over the leasehold for the premises. Since then</p>

	<p>he has worked to build up all aspects of the business for the benefit of both locals and tourists.</p> <p>Stuart is the current Chair of the Isle of Eigg Residents Association</p>
Fee Hags – Eigg Trading Director	<p>Fee has lived on the island for almost two years now, working remotely as an Environmental design Engineer / Sustainability Consultant. With over 10 years' experience in the Construction Industry (London and Manchester), she has a passion for the environment and sustainable construction, with a focus on reducing the overall energy demand of buildings. She is currently involved in a number of 'green initiatives' on the island.</p> <p>Coming from a rural upbringing, she has a strong appreciation of community life and its importance here on Eigg.</p>
Hilda Ibrahim – Eigg Trading Director	<p>Hilda moved to Eigg 14 years ago, taking up the post of Headteacher at Eigg Primary School, which she held for 10 years before retiring. She was also Head of Muck Primary School for the latter 5 years.</p> <p>Prior to that, in a teaching career that spanned 40 years, Hilda has taught in Egypt and Qatar and was on the Senior Management team of her school in Essex</p> <p>Hilda was Chair of the Isle of Eigg Residents Association until Stuart took on the role in November 2020. She is Chair of the Isle of Eigg History Society, Chair of the Directors of Eigg Craft Shop and Secretary of the Small Isles Community Council.</p>

SECTION 4: PROJECT DETAILS

4.1 Where will the project be happening? *(Please include postcode)*

Galmisdale, Isle of Eigg, PH42 4RL

4.2 Project summary. Please summarise your project as concisely as possible:

(a) What need or opportunity will your project address? How do you know that there is local support for the approach you are taking?

The An Laimhrig project will address an acute and urgent need to upgrade and expand Eigg's main community and visitor facility located at the head of Eigg's two piers in Galmisdale Bay. Everyone who

arrives on or leaves Eigg has to move through the An Laimhrig area, currently over-crowded, poorly laid out with ageing and crumbling infrastructure.

The building and whole An Laimhrig area are incredibly busy. The site, a small peninsula in Galmisdale Bay, is very constrained. Having been developed piece-meal over the years, it no longer works safely or effectively for the multiple residential, business, visitor and agricultural users it has.

The existing An Laimhrig building - opened one year after Eigg's community buyout in 1997- is now bursting at the seams, with more than twice the number of islanders and visitors using the building than it was designed for.

Eigg Trading leases space in An Laimhrig to island businesses; Eigg Shop, Galmisdale Café and Bar, the Isle of Eigg Craft Shop and Eigg Adventures. The Isle of Eigg Heritage Trust and its subsidiaries have a small office in the building which is also used as a meeting room for other community groups and visiting officials. Adjacent to the building there is an agricultural "green shed" and a stock pen where cattle and sheep are kept prior to loading onto livestock transport for the ferry. The area surrounding An Laimhrig is used for parking, deliveries, the Highland Council waste and recycling skips, and by visiting services such as the dentist mobile unit.

The needs identified are:

- Existing businesses are frustrated at not being able to expand – they want to provide better customer service, product/service range, but lack of sales space, storage space, and better working conditions for staff mean they struggle to meet the demands of a busier Eigg. It is not an environment for businesses to thrive in; they are unable to reach their potential.
- The Shop – the only one on Eigg - does not have sufficient space to carry the required volume and variety of stock, to store orders or replenish shelves between deliveries. Eigg Shop is where the majority of people do all of their shopping 64% of respondents buy between 40% and 100% of their groceries from Eigg's shop. More space would allow a greater range of budget and premium goods, offering greater choice and value for islanders and visitors, the latter who often choose to buy on the mainland before they visit for fear of high prices and lack of choice in Eigg's only shop.
- The café/bar cannot cater for the volume of people coming through the door, especially when ferries arrive. It has to turn people away, people who could be catered for if there was more space. It is used for meals and as a bar in the evening, meaning those who only want a drink have to wait until dinner service is finished, and diners who want to stay on for a drink after eating have to move to give the next diners their table. Lack of space also means demand for more regular music events cannot be met. There is no integration of locals/visitors as local visitor economy has to take precedence. Business is being lost and customer service suffers.
- The craft shop/visitor information is not visible and is often missed, meaning sales are lost and visitors are left without information on what Eigg can offer.
- Eigg Adventures (a business focused on outdoor activities) space is too small, with no windows or heating. There's not enough room for a workshop to maintain equipment and also store bikes and kayak. They want to expand to meet current and future demand and to employ additional staff, but there just isn't room.
- Insufficient toilets and showers, especially for people staying in the camping pods (up to 12 adults at one time), who complain about a lack of suitable, and easy to access, facilities
- Space for staff to work in in the café and shop is very small, creating difficult working conditions
- Individual businesses have explored options for expansion themselves but considered it prohibitively expensive to 'go it alone,' given they're in rented premises. Self-funded relocation is not an option as there is nowhere available in the pier area to build on.

- There is a will to create new jobs and/or extend part-time jobs, but lack of space limits options for growing the turnover necessary to support them
- There is no space to support new business enquiries from individuals seeking to develop a new business or expand their existing business by moving into leased premises at the pier
- Toilets, showers, waste management, water and power are under pressure, all having been installed 20 years ago for a much smaller level of demand than they currently serve. In the summer they are often under so much pressure there is a justified concern they will fail.
- Nowhere near sufficient space for visitors to shelter from the weather while waiting for the ferries. If they've a lot of luggage, it is impossible for anyone to move around the space at all
- Lack of available social space – the café is not big enough to accommodate community and visitors together. The importance of the local visitor economy means priority is given to visitors over islanders. While islanders know prioritising visitors is vital, this tension can mean they feel they have nowhere to relax and enjoy time off together. Limited space at An Laimhrig makes it hard for visitors to get into the shop, café/bar or craft shop at busy periods. Lack of space prevents existing businesses from expanding to offer new products and services or new businesses from establishing.

A more detailed summary of the current needs, how they will be met and what economic, social, environmental and cultural benefits the project will deliver is given in a separate document

The opportunities are:

The project presents many social, economic, cultural and learning opportunities in the short, medium and longer term. The tenants in its new spaces can offer new products, from welcome packs to holiday cottages made up of local produce to local crafts. And there are people keen to develop products and services in response to the project.

Five women from Eigg have just signed up for a Women in Enterprise Scotland business start-up course – their products and/or services could be made available in An Laimhrig's tenant businesses, as part of the business units in the refurbished Green Shed, and/or promoted and cross-sold to visitors arriving to the island and using An Laimhrig's public facilities.

The improvement of the Highland Council's waste management and recycling area is a very exciting opportunity. The area has developed in a disjointed fashion over many years, making it difficult to manage, look very unsightly and doesn't make best use of the space or access available. There is a lot of interest in upcycling waste products and developing ideas that support a circular economy.

Since the buyout, the community on Eigg has built specialist knowledge and skills in community ownership, development and, in particular, community energy. There is a significant opportunity to develop these in conjunction with academic partners we are already working with, such as the University of the Highlands and Islands, Strathclyde University, Dundee University and others, to create courses and modules around these skills. The expansion of the UHI campus in Mallaig could extend to satellite centres on the Small Isles, including use of space in An Laimhrig for seminars and workshops.

In a very current Small Isles survey about people's response and future needs as a result of Covid-19 (closed on 31 January 2021), 35% of respondents said they'd considered changing career or their business. 14% have considered leaving the Small Isles. In an economy so reliant of tourism, this and other survey results suggest both a need for diversification as well as the creation of new opportunities to help individual businesses, and the households they support, be more resilient.

We know we have support for the approach we've been taking as a result of:

the extensive community consultation we have undertaken since the start of the project. There has also been strong community engagement with the project as it has developed; updates at monthly Residents

meetings, offers of help and support to complete funding applications, working on the business plan, speaking with visitors and stakeholders etc.

There have been four rounds of community wide consultation - each consultation stage has spanned across two days or more, with extended drop-in sessions held, at different times of day and different locations, to enable as many to be able to come along and participate as possible. The project has encouraged everyone to share their ideas, aspirations, ambitions and needs from a new community hub – not wanting to limit people’s input/creativity, particularly in the early design stages.

Round one: Two extended drop-in sessions, one in Eigg’s Café/bar and then in the Community Hall, saw 58 people contributing their thoughts on what functions/features they wanted to see accommodated, sharing how people felt about the current building and what their priorities and concerns were for the site.

What these first sessions noted was unanimous support for the project, with lots of local knowledge coming to light about unusual or unknown site features.

Round two: Three sessions were held to present findings from round one and present two initial design concepts, with respondents asked to comment on the options, including design ascetics, materials, site layout. In total 34 came along to share their view.

Round three: brought together all the input from the previous sessions. 49 people attended of a total population of 110.

Round four: Again, spread across two sessions, the refined design was presented with 49 people coming along to express their thoughts and feelings. There was a lot of positive feedback that the design sits comfortably within the site, that it feels manageable and reflects the community.

Three rounds of stakeholder consultation *(supplemented by individual meetings & follow up)*

The first key stakeholder workshop took place alongside the first community consultation, using this opportunity to gather as much information as possible about current pressures and challenges, but also wants and aspirations for future business development. All agreed that significantly more space was required.

A group discussion focussed on the key business activities and peak times experienced over a day and week, by each of the stakeholders to understand the connection between the different facilities on site and the flow of people, visitors and residents.

As the design process progressed, needs-based approach was adopted, working individually with the businesses and together as a group to refine and develop requirements in a final proposed design.

Sessions with Eigg Primary

It was important to capture the opinions and perspectives of Eigg’s young people, as they see and use An Laimhrig in different ways to adults. The primary children did walk-round with the Architects talked about their likes and dislikes of the space and what they would like to see in the future. These were incorporated into the final design.

Visitor input – surveys

Understanding opinions and feedback on possible improvements and needs they had as visitors. Whilst most felt that nothing would really improve their visitor’s experience, particular areas identified for improvement included information provided at the pier and inadequate toilet, shower and camping facilities. Posters for each of the community sessions were displayed in public areas encouraging anyone interested to come and join in.

Ongoing discussion at Residents meetings and IEHT meetings

The project's development has been an ongoing standing agenda point at both IEHT and IERA meetings, sharing updates on progress, seeking feedback and focusing on different details of the development. IEHT's Business Development Manager has been responsible for ensuring the community remain up to date with progress, but also to facilitate opportunity for continued active participation of the development phase e.g., forming an interpretation working group.

Discussion with other community organisations that have delivered multi-purpose buildings for their communities

We have also drawn inspiration and learning from other community groups who have achieved their ambitions of designing, building and running multi-purpose spaces to benefit their community from an economic, social and capacity building perspectives.

Involving the community beyond the feasibility study – ensuring the project remains people-led and keeping everyone connected

In the same manner as the feasibility study, involving the community in the roll out of the project will be essential. There is a wide range of skills, expertise, knowledge and enthusiasm amongst Eigg's community that will be captured by adopting a collaborative approach towards development of the project. aiming to offer opportunities for all to get involved in either aspects they feel comfortable with, or areas that will encourage development of new skills, confidence building, social interaction; this project aims to put Eigg's residents at its heart.

Some examples include:

- Helping with fundraising
- Utilising local knowledge of the site and wider infrastructure on Eigg e.g., water supply, electrical infrastructure
- Use of local labour and contractors (as well as other employment opportunities)
- Tenants/stakeholders taking ownership of the design and fit out of their premises
- Development of interpretation working groups – sharing Eigg's story with our visitors and acting to capture and preserve Eigg's more recent and ancient history
- Opportunities for landscaping input
- Knock-on benefits for visitor accommodation
- Getting Eigg's young people involved in the design

(b) Project Summary and main activities

The redevelopment of the existing An Laimhrig building and surrounding area is the most ambitious economic regeneration project Eigg has undertaken since 2008 when Eigg Electric started to provide all homes and businesses on the island with 24-hour renewable power.

An Laimhrig is the island's largest shared resource (excluding Eigg itself). It is the economic, social and visitor hub of Eigg, supporting individuals and the community as a whole. An Laimhrig provides lifeline services, employment and social cohesion. It contains the island's only general shop and restaurant as well as other business and community facilities and the IEHT/subsidiaries' office. Since its creation in 1998 it has been massively outgrown and no longer reflects the needs of the community it serves. With an increasing population, but not enough facilities to support it, social isolation and loss of cohesion are very real fears.

Eigg's economy has great potential, but there is currently no space. Opportunities need to be facilitated for growing young businesses and supporting Eigg's young people. Without it, Eigg will struggle to sustain its own or its visitor's needs threatening the success of positive impacts that have been achieved, particularly in terms of population growth and retention and ultimately putting Eigg's long term

sustainability at risk. With no work or social engagement opportunities, particularly for the young, there is a real risk of depopulation.

The An Laimhrig redevelopment project is split into two phases. This application is for phase two.

Phase two covers the expansion and refurbishment of the existing An Laimhrig building to more than doubling its footprint and creating new indoor and outdoor space for commercial and community use.

Phase two focuses on creation of a physical asset to support the size and needs of Eigg's community now and for the future. It includes the refurbishment and expansion of the existing building, making better use of other buildings and space adjacent. The expansion will facilitate development of economic opportunities and introduce expanded gathering spaces, to create an environment of integration, multiple user-groups able to utilise the same space alongside one another.

Phase two includes:

- expanded and improved shop – shop floor increased by 100% with new, larger storage
- expanded and improved post office
- expanded and improved café and bar, able to accommodate the differing needs of locals and visitors at the same time, and flexible enough to accommodate larger numbers in the summer, smaller in the winter
- expanded and improved craft shop and visitor information centre
- new workshop and retail space for Eigg Adventures
- large office space for the Isle of Eigg Heritage Trust and its subsidiaries
- a community meeting room
- a public gathering space, with room for visitors' luggage, parcels, and interpretation
- designed parking and delivery areas
- bicycle racks and improved pedestrian access
- an improved waste management and recycling area
- 3 new business units
- a coastguard meeting/training room
- better landscaping to include a designated children's safe play area
- better signage for the An Laimhrig area and to help people explore the rest of the island
- an electricity back up system which allows An Laimhrig to continue to function if renewable power is in short supply. The system will enable the needs of An Laimhrig's tenants and users' to be met without impacting on the availability of power for the rest of the island.

In order to allow tenants in the existing spaces to continue to trade and provide lifeline services for residents and meet the needs of visitors, Phase two has three stages; form the new extension, then alter and refurbish the existing building, and finally complete the fit out of the business units

Phase two will sign off at contract stage at the end of March 2021, with a view to starting on site soon thereafter.

The total cost of phase two is £2,420,400.

- For phase two, the project has secured £2,045,000 from the National Lottery, £1,100,000 from the Scottish Government's Regeneration Capital Grant Fund, and £100,000 from the SSE Sustainable Development Fund.
- Eigg Trading is putting in £17,800 of its own funds and has secured a loan of £57,600 from Triodos Bank.
- We request an award of £100,000 from Highland Coastal Communities Fund to complete the project.

It is important to note that the £2.4m cost has been arrived at following multiple design and cost saving reviews over the lifetime of the project. The first design, based on initial consultation in 2016/17, was costed around £7m, a figure the community deemed unsupportable. Extensive subsequent consultation,

guided by advice from technical advisers provided to Eigg with support from HIE, enabled the project team to work closely with WT Architects and QS Morham and Brochie to create a new design that met all needs in an innovative yet cost-effective way. That design and cost plan were subject to a number of significant savings exercises, the most recent of which shaved more than £100,000 from the cost plan.

A HCCF award of £100,000 would represent 4% of the total current budget.

For the purposes of this application, we thought it useful to identify a specific part of the project that the £100,000 would be used for. This will demonstrate value for money, but also illustrate how important £100,000 is to the whole project.

The uninsulated, full height Green Shed was built for general storage when Eigg's new pier was constructed in 2002. Its use has dwindled over the years and is now recognised as being too large and over-specified for the occasional use it gets. Consultation with farmers and others who use it identified the An Laimhrig redevelopment as an opportunity to find a better use for the Green Shed structure. Consultation also identified what new, more modest, space would still be needed in the pier area for animal feed and other items needing temporary storage when they arrive off the ferry.

One half of the ground floor of the shed will become the plant room for the whole An Laimhrig complex and include the wood fuel boiler, thermal store tank and associated electrics. The other half of the ground floor will be converted into a small business letting unit and provide a new coast guard room to replace their wooden shed which is old and unfit for purpose

The £100,000 award will be used to create 3 new lettable business units and a new coastguard meeting/training room within the structure of the existing agricultural Green Shed, adjacent to the main An Laimhrig building. These units will accommodate business start-ups and/or enable existing business to expand and become more sustainable.

Possible tenants include the businesses who are currently in the start-up or first year of business as well as business ideas we know are being developed:

- Kildonan Oysters
- Eigg Brewery (pier sales outlet)
- Harris loom weaver and tailor
- Upcycling furniture and products business
- Herbs – cooking and medicinal
- Seaweed harvesting and drying
- Remote workers – who don't have space or want to work from home (these include a researcher, journalist, and a creative producer)
- Interest in relocation to Eigg / starting up a Scottish office from a renewable technology business – initially needing an office and local storage
- Opportunity to link with UHI to provide meeting / learning space as part of the ambitions to expand the role and reach of their campus in Mallaig
- The growth in the market for local or artisan food and drink products is an opportunity to expand the range of products made on Eigg for the local, visitor and export market.

The coastguard space will be used as an office, for storing equipment, and selected training and assessment.

The £1,045,000 funding secured from National Lottery Community Assets, £1,100,000 from Regeneration Capital Grant Fund, and £100,000 from SSE Sustainable Development Fund support the whole project, including the repurposing of the Green Shed. As the Green Shed is separate from the main building housing the shop, tearoom etc, it might be tempting to suggest removing it from the project and thus save £100,000. This would be both false economy and also endanger the financial integrity of the whole project.

False economy

- the fit out to the Green Shed would start at the beginning of phase 2 in April 2021 to provide storage for the existing business. To not include the redevelopment of the Green Shed as part of the project would mean there would be no storage for the existing businesses during construction.
- The Green Shed will include the plant room for the whole area, including the main building, the new shower and toilet block and the business units and coastguard room in the green shed. The plant room has to be created in order to support the whole complex. As that work is happening anyway, it would be more expensive and take longer to go back later and create the business units and coastguard room. Better to create it at the same time, while the contractors are on site and building materials and fittings are being bought in bulk.
- Final fit out would complete towards the end of the contract. It will be a basic fit out, with the three business units and coastguard shed leased as bare spaces for tenants to complete as required. Creating three business units and a coastguard room at a cost of £102,896 provides extremely good value for money and would not be possible unless delivered as part of this overall project.

Endanger financial integrity of the whole project

- The three business units and coastguard room were an integral part of the project as funded by the National Lottery and Regeneration Capital Grant Fund. Removing them could jeopardise the funding and so the whole project
- The rental from the business units is an important element of the project's ongoing income and vital to making the overall project viable.

(c) In development of your project, please detail how you have considered the following:

Environmental impact:

Eigg is already identified as a place which takes its environmental responsibilities seriously. Having won national awards like NESTA's Big Green Challenge and the Ashden Gold Community Award, islanders have consistently worked towards reducing Eigg's environmental impact. Over the last 18 months, the community have worked together to create a Clean Energy Transition Agenda which identifies how the island can move to be net carbon zero by 2030.

The redevelopment of An Laimhrig has been guided by this process and by the work done previously by Eigg Electric, Isle of Eigg Heritage Trust, Eigg Trading, Isle of Eigg Residents Association and the Eigg Environmental Action Group working together to deliver a range of environmental projects in community as well as business and privately owned properties.

The design of the redeveloped An Laimhrig reflects the community's collective view. In the Eigg at 20 Survey, 90% of residents Eigg "green" credentials as important or very important. As such, ensuring the redevelopment was as energy efficient and used as low impact materials and construction was a priority.

The current An Laimhrig building was built to 1998 standards; its insulation, windows, doors and lighting specifications now far below those of a building created today, far less for the future. While it has solar hot water panels on the roof, the bulk of the building's hot water and all of its heating is provided by an oil-fired boiler.

The refurbished and expanded building will be powered entirely by electricity generated by the islands renewable micro-grid, the capacity of which is being enhanced to meet any additional business needs of tenants without impacting on the availability of power elsewhere on the island.

The building and its hot water will be heated by a biomass boiler, with its wood fuel supplied by Eigg's community wood fuel business. Sourcing low carbon fuel from this local, island supplier, not only reduces the distance it has to travel, but also supports the community business, strengthening its long-term financial sustainability and ability to provide affordable low carbon fuel to the whole community.

Energy efficiency measures, passive solar gain through large windows that bring in light, the use of locally grown timber as much as possible, low flush toilets, all help to reduce the building's carbon footprint. Incorporating the Highland Council's need to create a more efficient recycling and waste management area, bicycle racks, and car parking that could accommodate an electric charge point have all been built into the design development.

The building will include a real time display of the amount of renewable energy that's being generated on the island alongside information of how much is being used concurrently. This, along with other interpretation about how our renewable grid works, our wood fuel and replanting strategy, and other waste and food-based projects being developed as part of our work on the green circular economy, will engage islanders and visitors with the steps we are taking towards that net carbon-zero future.

Equalities impact/issues

In their Review of Equality Evidence in Rural Scotland of 2015, the Scottish Government identified that although the story for many households in rural Scotland is one of a good quality of life, there are pockets of poverty and vulnerability due to income, disadvantage, stigmatisation and isolation. Population is dispersed over great distances meaning that service provision is often difficult and expensive and innovative solutions are required to ensure equality of opportunity.

Following The Islands (Scotland) Act 2018, a National Islands Plan was created in 2019 setting sets out 13 Strategic Objectives which are practical, common sense, but will also be critical over the next five years to improving the quality of life for island communities.

The Act and Plan recognised that those living in island communities can find it more difficult to access public services or high-quality employment. Depending on the island's size or its location relative to the mainland, the consequences of geography can create particular problems for island communities. These might include for example, a higher general cost of living, more expensive and more complex transport options, higher fuel or construction costs as well as environmental factors and infrastructure issues such as poor digital connectivity.

Moreover, island rurality can exacerbate inequality already experienced on account of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. These characteristics are known as "protected characteristics" as defined in the Equality Act 2010.

On Eigg we recognise almost all of what the Act and Plan outline. Some aspects we feel more acutely and the task of island-proofing Eigg, translating Scotland-wide solutions or developing our own to make them work for our current and future population is based on consultation and review.

Eigg's geographic location makes access to goods and services, to employment, education and health less equal to those who live in mainland locations. However, it is worth remembering that equality is not always defined by where you live, but also how you live. In developing the An Laimhrig, it was necessary to remind ourselves that equality is an issue for us all and that not everyone starts from the same place. In creating a community hub for Eigg residents to share with visitors who come to the island, we need to recognise people have different needs in order to create indoor and outdoor spaces that treat people fairly and with respect.

In developing a new building or service such as An Laimhrig, ensuring equality means goes far beyond physical accessibility alone. The design brief was based on consultation to establish how different ages might use the building or benefit from what it could provide. But it also looked at how flexible spaces might support those who want a quiet corner to share a coffee with a friend, or those who want to enjoy a pint

together after a day's work. Where children can play together, independently of their parents, but safely out the way of cars or shop deliveries.

The design of the shop was not just to allow more customers, but also to provide more storage space and so a wider range of budget or bulk buy as well as specialist dietary and other items. To provide a refill area, where customers bring their own bags or containers, and fill with as much or as little as they need, saving packaging, but also allowing small households or those on lower budgets greater flexibility.

The An Laimhrig redevelopment has prioritised equality of access as much as of opportunity. Consultation and detailed planning with technical and specialist advisers, combined with ideas generated by the community for new business or community driven initiatives, has resulted in the design incorporating elements which increase:

- physical access to the buildings and surrounding area of those with mobility or sensory requirements and those who support them, including age appropriateness.
- social access, to accommodate residents and visitors who want or need to use spaces differently; quiet versus more noisy, wider entrance spaces to allow for more personal space and less crowding, planned space to enable families or those with young children to sit with or away from others as they choose.

Note: The social aspect of An Laimhrig is very important in supporting community cohesion and combating isolation. Although we are lucky to live in a beautiful place, our homes are spread out across the 5 x 3 mile island. For some, the café or shop is the only place they meet with others for a chat or to share food. Covid has meant the island's only café has been closed since March 2020. With no home visits allowed, the closure of the only café meant there was nowhere warm indoors for people to meet. Isolation and the consequent damage to people's mental health was very apparent. The Small Isles Covid survey revealed a 30% drop in how positive people felt about their mental health since Covid-19 began. The winter months have been felt particularly keenly, with poor weather and short days restricting walks and bumping into people outside, isolation and low mood have been felt more acutely.

- economic access, to new employment opportunities on island; less seasonal, with more flexible full or part-time options. To a wider choice of goods and services and offered at a more diverse range of cost to support affordability. To affordable
- cultural access to Eigg's Gaelic culture, shared through interpretation and signage
- potential access to increased learning opportunities for training, apprenticeships and skills development within existing or new businesses, or for working in partnership with Scottish Wildlife Trust, University of the Highlands and Islands and others.
- The community owned and managed nature of An Laimhrig means that the day to day running and management of the area will continue to be people-led. By working with tenants, the Isle of Eigg Heritage Trust and its three member organisations, the Isle of Eigg Residents Association, Highland Council and Scottish Wildlife Trust, Eigg residents will continue to benefit from access to public and commercial services in a fairer way and are able to have their say about them.

(d) Who will benefit from your project?

The direct beneficiaries are:

1. Isle of Eigg Residents
2. An Laimhrig tenants
3. Eigg Trading and its parent charity, the Isle of Eigg Heritage Trust

4. Visitors to Eigg

How they will benefit as the redevelopment tackles key issues or disadvantages is summarised in table form below.

A more detailed summary of the current needs, how they will be met and what economic, social, environmental and cultural benefits the project will deliver is given in a separate document

Isle of Eigg Residents		
Issue	What will change	Benefit
Lack of choice	<ul style="list-style-type: none"> Utilised collective action and skills to improve individual and community's position in realising the project. Open involvement, engagement in the project, with individuals able to engage with any aspect of the project they wish to contribute to / learn from 	<ul style="list-style-type: none"> Bridging the gap of inclusion and exclusion. Improved feelings of ownership and inclusion. Ability to build on existing skills, confidence, feelings of empowerment (taking control of own futures)
Fragile Economy	<ul style="list-style-type: none"> Development of opportunities for economic activities 	<ul style="list-style-type: none"> Addressing under-employment (space for new services, products and jobs) Development of individuals skills, opportunities and confidence building
Lack of skills building opportunities	<ul style="list-style-type: none"> Development of training opportunities (e.g., retail, catering, hospitality, admin, development) 	<ul style="list-style-type: none"> Opportunities to encourage young people / entry level / skills and confidence building
Lack of employment opportunities	<ul style="list-style-type: none"> Job creation - Development of current and new business, supporting growth 	<ul style="list-style-type: none"> Creation of 8+ new job opportunities (<i>from speaking to tenants and Eigg Trading – entry-level, aimed at Eigg's young people</i>)
Limited economic opportunities	<ul style="list-style-type: none"> Expanded space for new business creation 	<ul style="list-style-type: none"> Creation of 2-3 new 'commercial units' Opportunities for residents to flourish, achieve their potential here on Eigg.
Opportunities to promote social wellbeing / inclusion	<ul style="list-style-type: none"> Development of new and improved shared social space – development and retention of a positive social scene, encouraging and inclusion of all user-groups. Building on flexibility in space – opportunity to linger longer, take your time and interact with peers. 	<ul style="list-style-type: none"> Creation of 60% additional 'social space' Improved opportunities for social and community cohesion, combat social isolation, building stronger social relationships, feelings of being better connected. Whether meeting friends for coffee, shopping, space for groups e.g., toddler, history, drawing, more events etc, people's mental and social wellbeing and overall quality of life will be improved

		<ul style="list-style-type: none"> Improved opportunities for integration rather than separation of community and visitors. Opportunity for community to come together as a whole, whilst facilitating smaller groups having a space to use and feel is their 'own' e.g., central meeting space for Eigg's young people, older community, toddler groups, various societies and clubs.
Limited economic opportunities	<ul style="list-style-type: none"> Expanded space for new business creation 	<ul style="list-style-type: none"> Creation of 2-3 new 'commercial units' Opportunities for residents to flourish, achieve their potential here on Eigg.
Opportunities to promote social wellbeing / inclusion	<ul style="list-style-type: none"> Development of new and improved shared social space – development and retention of a positive social scene, encouraging and inclusion of all user-groups. Building on flexibility in space – opportunity to linger longer, take your time and interact with peers. 	<ul style="list-style-type: none"> Creation of 60% additional 'social space' Improved opportunities for social and community cohesion, combat social isolation, building stronger social relationships, feelings of being better connected. Whether meeting friends for coffee, shopping, space for groups e.g., toddler, history, drawing, more events etc, people's mental and social wellbeing and overall quality of life will be improved Improved opportunities for integration rather than separation of community and visitors. Opportunity for community to come together as a whole, whilst facilitating smaller groups having a space to use and feel is their 'own' e.g., central meeting space for Eigg's young people, older community, toddler groups, various societies and clubs.
An Laimhrig Tenants		
Fragile Economy, poor working conditions	<ul style="list-style-type: none"> Critical expansion of lifeline services, visitor-focused services - facilitating opportunities for development of existing service delivery levels 	<ul style="list-style-type: none"> 8 existing businesses supported to fulfil ambitions to expand Improved working environments – insulated and heated spaces, access

		<ul style="list-style-type: none"> to water for all units, power, internet. Allow businesses to achieve their full potential
Reliance on Eigg infrastructure (no alternative options)	<ul style="list-style-type: none"> Involvement of tenants throughout design, feasibility, build process 	<ul style="list-style-type: none"> IEHT promoting inclusion, opportunity to affect own economic futures (relationship building)
Lack of space	<ul style="list-style-type: none"> Expansion of physical space, creating opportunities for economic development 	<ul style="list-style-type: none"> Opportunities for increased employment opportunities for the whole community. Ability to attract others to Eigg.
Eigg Trading and its parent charity, the Isle of Eigg Heritage Trust		
Sustainability	<ul style="list-style-type: none"> Increased revenue opportunities for Eigg Trading Camping Pods, sale of goods 	<ul style="list-style-type: none"> Estimating a 20% increase over the first three years (<i>direct result of improved facilities and services to support Pods</i>)
Retention / viability	<ul style="list-style-type: none"> Build on the profile of Eigg as a place to live and a place to visit 	<ul style="list-style-type: none"> Building originally designed to cater for community of 60 and 5k visitors p.a. New development designed to future proof the organic growth in resident and visitor numbers over the next 20+ years, currently at 110 and 10,000.
Inter-dependence	<ul style="list-style-type: none"> Supporting the 'circular economy' 	<ul style="list-style-type: none"> 12.5% increase in sales of wood fuel, increasing profitability of enterprise, supporting 2+ permanent jobs
Degradation of assets	<ul style="list-style-type: none"> Development of a physical asset 	<ul style="list-style-type: none"> Positively impacting and future-proofing an essential Community asset
Well-being	<ul style="list-style-type: none"> Creation of opportunities for individuals to thrive 	<ul style="list-style-type: none"> Improving people's overall mental and physical wellbeing
Visitors to Eigg		
Meeting Visitor Expectations	<ul style="list-style-type: none"> New and improved facilities, with more room, services, opportunity and choice 	<ul style="list-style-type: none"> A more comfortable visiting experience for all (new outdoor covered space an increase of 66sqm, indoor waiting space increased by 50%, 6 additional toilets, 4 showers, facilities – see list in box below) Ensuring viable, long-term economic operations to support local visitor economy

Quality of Visitor Experience	<ul style="list-style-type: none"> Improved access to information, physical access to the rest of the island 	<ul style="list-style-type: none"> An enhanced visitor experience Introduction of six new visitor focused facilities (toilet/shower block, washing up facils, laundry, drying room, interpretation, public facilities – luggage storage, seating, wet weather protection).
-------------------------------	---	--

The indirect beneficiaries of the project are:

- Neighbouring communities in the Small Isles, Mallaig, Morar, Arisaig, Knoydart

A stronger economy on the Isle of Eigg will benefit neighbouring communities in terms of purchasing goods and services, use of the CalMac ferry, Arisaig Marine/Sheerwater, Spanish John freight boat and related businesses at Mallaig Harbour Authority.

Eigg's reputation as a vibrant and attractive tourist destination will be enhanced as a result of the project. This supports the wider visitor economy in neighbouring communities

(e) How will your project be continued after HCCF funding and/or what will the lasting benefits of the project be?

The financial projections for Eigg Trading show that the redevelopment will contribute significantly to the positive cash flow of the business over the next five years.

Income increase by 392% while the operating surplus is projected to rise by 723% from a surplus of £5,217 in 2018/19 to £37,730 in 2026/27.

While a proportion of this surplus is related to other area of the business (primarily wood fuel sales), the 240% increase in rental income from An Laimhrig tenants means an uplift in rental incomes from £9,142 in 2018/19 to £21,862 in 2026/26.

This level of surplus enables the company to employ new staff (an operations manager and a caretaker), to build up a surplus for future repairs. The surplus will also meet Triodos' loan repayments, the loan value of which was only after detailed scrutiny of Eigg Trading's current financial position and its cash flow projections going forward.

The project's transformational impact on the island will be to support economic regeneration and build long term sustainability and resilience. It will strengthen the financial capacity of Eigg Trading, IEHT and Eigg Electric to further support community and business development on the island.

The lasting legacy will be the continuing growth and success of one of Scotland's first community buyouts supporting a thriving population who welcome visitors from around the world to enjoy and learn from its achievements.

(f) Please outline how your project fits with other local plans or strategies

LOCAL / ISLAND

Eigg's 10-year strategic plan identifies the need to improve and expand infrastructure and strengthen the island's capacity to manage its increased population and growing visitor numbers. It prioritises the need to provide greater social and economic opportunities for islanders, better access to services and facilities,

and a better range and quality of experience to visitors. It seeks to create new employment opportunities for all ages, recognising that for the young this can be particularly hard.

Eigg at 20, an island survey and community consultation carried out in the winter of 2017/18, provides evidence to support the strategy's aims. The survey aimed to form a better understanding of Eigg today, its people, priorities, economic profile and future aspirations. 83% of community completed the surveys 53 detailed questions.

Missing or substandard infrastructure was seen as one of the key barriers to economic and social development. For example, with more residents AND visitors, not only was An Laimhrig seen as too small for all those who wanted to use it, but that lack of space also limited creating new jobs or providing new products or services to meet the increasing visitor demand. The survey revealed concerns around not meeting visitors' expectations, missing out on new opportunities to develop existing or new businesses, and residents feeling their community's shop, café/bar and other social facilities were being prioritised for visitors and that the island's strong social cohesion was under threat. The growth in population, particularly of young people and families was seen as very positive, but there were real concerns that without a good social scene and without business support to create opportunities for jobs for those without the skills, confidence or capital to start their own business, these young people would leave.

The survey also identified that while people love Eigg and feel strongly they are part of the community, it has a fragile and inter-dependent economy, with over 60% in self-employment and 70% having multiple jobs, many of them seasonal. Tourism is the biggest employment sector on Eigg with 25% of Eigg's residents involved in the tourism sector, some full-time, some part-time. This compares with 9% in Highland and 6% elsewhere in Scotland.

Food, fuel and transport costs are higher than the mainland, and incomes are significantly lower on Eigg, with twice as many people saying they don't manage well or are struggling financially than elsewhere in Scotland. The limited ferry service is scheduled to make it easy for those on the mainland to make a day or short trip to Eigg. However, this same schedule means residents cannot visit the mainland for business or pleasure without two overnight stays. It is important that IEHT look to develop social and economic opportunities for residents here on Eigg.

Eigg's island location makes it even more important to be able to deliver robust services and facilities at a local level. Commuting daily to the mainland for work, social or welfare reasons is not possible due to the limited ferry service, so the services that businesses at An Laimhrig provide are Eigg residents' only options. IEHT, Eigg Trading, An Laimhrig tenant and other island businesses work in partnership with the community to ensure that businesses and other lifeline services (e.g. post office and coastguard) that operate from An Laimhrig can be sustained.

IEHT and Eigg's community recognise that to future proof Eigg development of opportunities socially and economically are essential. Local businesses such as the café/bar /bar and shop vital for residents and visitors alike.

Meeting the increasing demand from visitors coming to Eigg to enjoy its landscape, wildlife, culture and history, or find out about its unique and world-renowned electricity scheme and community ownership, provides opportunities to sustain and grow existing businesses and create new ones. As the gateway to the island, An Laimhrig has a strategic role to play in managing visitors, providing what they need there and then, but also sign-posting them to elsewhere on the island to enjoy its natural and cultural heritage and take advantage of other businesses and services sited elsewhere on the island.

Strategic priorities for Eigg's Tourism Group (which represents accommodation, transport and other visitor services across the island) include:

- Diversifying and extending the ranges of products and services Eigg provides for visitors. Visitors staying for more than a few days and who want to spend money tell us they are looking for a wider range of products and services.
- Increasing the number of visitors to Eigg, particularly in the shoulder season.

- Improving facilities at An Laimhrig to provide greater choice and a better visitor experience and highlight what the rest of the island has to offer to encourage visitors to explore further.
- Improving interpretation of the island's story to provide more information and a deeper engagement in and experience of the place Eigg plays in history and contemporary culture

As the community hub of the island, An Laimhrig is core in enabling all businesses and enterprises to develop and achieve their full potential, for the benefit of residents and visitors alike. Its development is of vital strategic importance in the economic and social future of Eigg. An Laimhrig provides lifeline services, employment, and social cohesion to everyone who lives on the island. Its redevelopment will ensure Eigg's viability as a robust and resilient community. Without it, Eigg will struggle to sustain its own or its visitors' needs; threatening the success of positive impacts that have been achieved, particularly in terms of population growth and retention, and ultimately putting Eigg's long term sustainability at risk.

The Hub redevelopment comes at a time where Eigg's Community are seeking to be an exemplar community in the current Climate Challenge. Eigg has signed the Clean Energy for EU Islands pledge and is currently putting a transition team together, working toward some defined targets. Renewable, sustainable energy is high on the agenda. The redevelopment will see a move away from Kerosene use for heating/hot water to a Log Boiler, fuelled by biomass produced on the island, further supported by solar PVs for water heating (taking advantage of the Southern solar gain from the building's roof). To facilitate the increase in size and amenities, Eigg's renewables electricity grid, will be strengthened to meet the additional requirement of the redevelopment and greatly reduce the dependence on a back-up diesel generator.

After twenty years of focus on facilitating opportunities for those within the community, IEHT recognises that with an expanding population and increasing demand from visitors it also needs to grow its own income generation in order to employ additional staff to manage island infrastructure and reinvest in strengthening the community. Developing An Laimhrig is an important part of this strategy, infrastructure that benefits the economy of the community, but that in turn will generate revenue for IEHT to facilitate future sustainability of the organisation, island community and the natural environment.

FIT WITH REGIONAL and NATIONAL STRATEGY

This project aligns neatly with the Scottish Government's focus on National Outcomes. Community focused, the project aims to build on Eigg as a place to live and a place to visit; to meet the needs of a growing, diverse population, celebrate Eigg's natural environment and highlight its culture – past and present. It aims to further develop Eigg's economy, employment and learning opportunities and promote both indoor and outdoor spaces.

The project has worked with partners to ensure the solutions it presents are "island-proof" and meet the ambitions of the National Island Plan

The Highland-wide Local Development Plan (HwLDP) vision is that by 2030, Highland will be one of Europe's leading regions. Sustainable communities will be created that balance population growth, economic development and safeguarding of the environment across the area. By doing so, a fairer and healthier Highlands will be built. Redevelopment of Eigg's Community Hub supports HwLDP aspirations of:

- Increasing the population of the Highlands, to include a diverse age range
- Ensuring the special quality of the Highlands natural, built & cultural environment is protected & enhanced.
- Providing opportunities which encourage economic development and create new employment across the area focusing on the key sectors whilst at the same time improving the strategic infrastructure necessary to allow the economy to grow over the long term.
- Promoting the development of tourism: additional accommodation or new facilities.

Scottish Gov. Community-led regeneration lies at the heart of the redevelopment of Eigg's Hub:

- The local community has identified issues and opportunities in the local area
- They have decided on action required to address them and are now seeking to make positive change

Scottish Gov Energy Targets:

- In contributing to Eigg Electric increased capacity, this project accelerates the uptake of community and locally owned renewable energy to meet Scotland's 2030 2GW targets.
- In addition to Eigg's community inclusion within the Clean Energy for EU Islands, Eigg is one of only seven off-grid communities in Scotland that generate and distribute energy with a focus around renewables.
- At a time when energy targets and statistics are under ever-increasing scrutiny, Eigg is working towards a decarbonisation plan for the island, power, heat and transport.
- Further developing Eigg's overall sustainability

Place Principle and Infrastructure Investment – both strategies are reflected in this project, growth in local services and economy, good environmental practice, tackling inequality, through combining people, location and resources.

National Tourism Strategy (TS2020) – the project will contribute towards the key objectives of the strategy and the Highland Tourism Action Plan

- Delivering a high quality, value for money and memorable customer experience to visitors
- Help grow visitor spend, increase employment in the tourism sector and in tourism turnover

4.3 Does your project require planning permission or any statutory regulatory requirement or consent? <i>(delete as appropriate)</i>		YES
If YES, please detail		
Type	Steps Taken	Date
Planning Permission	Submitted and approved	30 th September 2019
Building Warrant	Submitted	29 th January 2021

SECTION 5: BUDGET

This can be provided in a separate excel spreadsheet if you prefer. Please delete the example below before completing this form.

5.1		
Budget Heading		Amount
GREEN SHED – detailed breakdown		
Builder work	£36,316	
Joiner work	£25,003	
Decoration	£7,870	
M&E	£9,000	
Proportion of total project preliminaries, design team fees and infrastructure such as hardstanding, electrical and water connection related to the business units and coastguard room	£24,707	
	Green Shed – 3 lettable business units and coastguard room	£102,896
AN LAIMHRIG REDEVELOPMENT		
Refurbishment and extension of the An Laimhrig building and improvements to surrounding area	Construction (excluding Green Shed costs outlined above)	£2,020,000
	Professional fees – architect, QS, M&E	£258,600
	Planning and building warrant costs	£7,244
	Project management	£31,660
TOTAL PROJECT COST		£2,420,400

SECTION 6 – MATCH FUNDING

6.1 Please give details of any other funders that will contribute to the project:			
Name	Confirmed Yes/No	Date (month/yr)	Amount £
Scottish Government Regeneration Capital Grant Fund award of £1,200,000 £100,000 of the RCGF award was used to deliver phase 1. The balance of £1,100,000 will fund Phase 2	Yes		£1,100,000
National Lottery Community Fund – Community Assets award of £1,045,000,	Yes		£1,045,000
Scottish and Southern Energy Sustainable Development Fund	Yes		£100,000
Triodos Bank loan	Yes		£56,700
Eigg Trading's own contribution	Yes		£18,700
Total £			£2,320,400
Please detail HCCF Grant requested £			£100,000
(This should total project costs section 5) Total £			£2,420,400

6.2 Will your project involve any “in kind” support?	
YES/NO	YES
Please detail:	<p>The site has been valued at £200,000</p> <p>In addition to paid staff time and professional fees, there have been 1,000s of hours put in on a voluntary basis by Directors of the Isle of Eigg Heritage Trust, Eigg Trading, Eigg Electric. In addition, An Laimhrig tenants and residents of Eigg have helped to identify costs, provided initial technical surveys, cleared ground as well as contribute many hours in consultation events over a five-year period. A very conservative estimate of 10,000 hours over the last five years at £10 per hour equates to £100,000.</p>

SECTION 7 – BUSINESSES AND REVENUE GENERATION PROJECTS

For all business applications or projects that will generate revenue you **MUST** submit a business plan to accompany your application. Please also complete the following:

7.1 Have you had any support from other organisations in developing your project:	
Business Gateway	No
HIE	Yes
Zero Waste Scotland, Reheat	Yes - biomass boiler research & report

7.2 Have you previously received public funds for your business/organisation?	
--	--

Yes	Yes
------------	-----

No	
-----------	--

If yes, please provide further details:

Eigg Trading either directly or through its parent charity IEHT has received a range of public funding since the community buyout of 1997. For Eigg Trading this has primarily been capital funding.

Further information all funding both IEHT and Eigg Trading have received will be provided upon a more detailed request of what is required.

SECTION 8 – SIGNATURE

I declare that the information contained in this application is correct to the best of my knowledge, that I have read the guidance notes and that I 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 Would the person named as main contact for this application please sign below		
Signature:	Print: Rebecca Long	Date 31 January 2021

8.2 To be completed by the Chairperson or equivalent of your group or organisation (if different from above)		
Signature:	Print: Stuart Fergusson	Date 31 January 2021

Attachments checklist. Please ensure you enclose copies of the following where appropriate.		Please Indicate (x)
1	Constitution or Articles and Memorandum	X
2	Committee Members or Directors List	X
3	Permissions – Planning etc	X
4	Policies – Child, Risk, Equal Opportunities etc	X
5	Confirmation of Match Funding if available	X
6	Bank Statement	X
7	Research/Evidence of Need and Demand – <i>included in application text above, but full consultation reports are available on request.</i>	
8	Business Plan – <i>five year financial projections</i>	X
9	Insurance – <i>The existing and future An Laimhrig building is included in IEHT's island-wide insurance, document attached. The responsibility for insuring the building during the construction phase will be with the contractor.</i>	X

For assistance completing this form please contact:

coastal.communities@highland.gov.uk

Please ensure you include your EOI reference number that was supplied to you with your application pack.

Highland Coastal Communities Fund – Application Assessment

File Reference:	84	Applicant Name:	Eigg Trading	Organisation Type:	Company Limited by Guarantee/ Charity
Project Title:	An Laimhrig- Eigg Community Hub Redevelopment (Phase 2)	Date application received:	31/01/21	Area Committee:	Lochaber

Project Summary					
Total eligible project costs (£)	£2,420,400	Total HCCF funding sought (£)	£100,000		
Percentage HCCF grant intervention rate applied for (%)?	4.13%				
Estimated Start Date	April 2021				
Estimated Finish Date	June 2022				

Application Technical Check			
		Yes-No-N/A	Comments
1	Is HCCF grant requested within the Highland/local thresholds?	Yes	
	Has any work already started/costs been incurred prior to application?	No	
2	Does the project have to comply with any Statutory Regulatory Requirements?	Yes	
	Are the necessary planning consents/licences in place or applied for?	See note	Planning permission granted. Building warrant applied for 29/01/21
3	Is project activity being proposed, a public sector statutory duty?	No	
4	Is application organisation VAT registered? Has evidence to confirm VAT status been received?	Yes	Checked at https://www.tax.service.gov.uk/check-vat-number/known
5	Is the proposed activity/project within 5km of coastline or has applicant provided justification of benefit to coastal communities?	Yes	
6	Is the applicant an eligible business/organisation/person? Has applicant confirmed organisation type and appropriate registration?	Yes	

7	Will the project generate revenue? Has the applicant provided a business plan (if required)?	Yes	Business plan on file
8	Project fits with the following HCCF priority(ies) - Economic Recovery - Community Resilience - Mitigation of climate/ecological emergency - Rural Depopulation	Economic recovery	
9	Is a full match funding package in place or applied for pending decision (written evidence provided)? If a match funding decision(s) is pending, what is the expected date of decision(s)?	Yes- only HCCF decision outstanding	Confirmed match includes £1.1M Regeneration Capital Grant Fund and £1.045 National Lottery.
10	Is the application form signed and dated by chair person or equivalent (authorised signatory)	Yes	

Assessment Criteria

	Application has demonstrated:	RAG Status	Comments
11	Project Robustness	G	<p>Two phase project- fully funded with exception of £100K shortfall, the subject of this application. Phase one lays the ground for phase two with the installation of new water supply and septic tank, a new shower and toilet block, signage and additional generation and storage capacity to the island's renewable electricity grid to support the expansion of facilities at An Laimhrig. Phase one is fully funded. Contractor appointed for phase one after detailed tender process undertaken. This contractor is preparing final submission for phase 2 construction works. Applicants note that having worked with them on phase one, they are confident the figure identified by their architect and QS detailed in the application is realistic and achievable.</p> <p>This is a comprehensive application that seeks the final amount of grant funding required to deliver a project that has been some 4-5 years in development. It has secured awards of £1.2M from Regeneration Capital Grant Fund and £1,045M from National Lottery and this provides substantial assurance as to project robustness. Project is fully funded subject to HCCF decision. Project identifies a specific element for which this £100K request is earmarked. Planning permission has been granted and building warrant applied for. Project demonstrates clear need, extensive community consultation and long term benefits.</p> <p>Pages 13-14 of application address the point of why, although this request is a relatively small % of the overall project, it is essential to deliver it at same stage as overall build. This case is made in terms of securing current cost levels and funding</p>

			package, overall efficiency and cost effectiveness of the project timescale, risk of losing major match funding if approved outputs cannot be fully delivered, and lack of options, after 4 years of fund raising, to secure final £100K elsewhere. The key importance of the £100K HCCF funded element to the overall project is clearly demonstrated, and the value of it as a stand-alone element is also clear. It is good that this point has been addressed and answered comprehensively.
12	Engagement & Support	G	Application details an extensive four-round community consultation process. Given the nature of the small island community, this has involved a high % of the local population.
13	Meeting a Need of Demand/Market Demand	G	Both the application form and supplementary “need and benefit” document supplied show clear evidence of local need and demand for the project.
14	Legacy & Exit Strategy	G	<p>Long term capital asset for the island will be delivered, offering a wide range of community benefits, revenue generation opportunities, better services for visitors, and business development opportunities. The specific element for which HCCF support is sought will create 3 new lettable business units and a new coastguard meeting/training room within the structure of the existing agricultural Green Shed, adjacent to the main An Laimhrig building. These units will accommodate business start-ups and/or enable existing business to expand and become more sustainable. The application highlights a range of businesses on Eigg who are currently in the start-up or first year of business as well as business ideas known to be in development.</p> <p>Financial projections show significant rise in rental income for Eigg Trading, this will facilitate employment of new staff and the build up of a surplus to cover maintenance costs. A detailed 50-page business plan was submitted to support the National Lottery application for £1.045 million and has clearly been deemed as viable and beneficial.</p>
15	Consideration of equalities issues/impacts	G	Comprehensive response to this question in application, detailing how the issue has been considered.
16	Environmental sustainability	G	As above
17	Value for Money	G	£100K investment secures delivery of overall project. It will deliver an asset that will be used for many years to come and facilitate wider community and business development on Eigg. The lifespan of the building and associated community benefit means that on an annual basis going forward, £100K initial investment represents very good value for money for the benefits delivered. The specific HCCF element supports local business development, which in itself will have a range of additional benefits for the community.

18	Match funding	G	All secured
19	Meets Local Priorities	G	Application clearly demonstrates that it meets local priorities on the Island. In terms of HCCF Lochaber priorities, project is in a remote rural location and helps to alleviate pressures caused by visitor numbers and demand.
20	Additionality	G	Overall project as currently envisaged (with inclusion of business development units) requires this grant in order to proceed. The vital importance of this element to the delivery of the overall project is also clearly set out.
	Please indicate whether HCCF funding is required to: <ul style="list-style-type: none"> - Allow the project to proceed - Increase the scope of quality of the project - Accelerate the implementation of the project 	See note	HCCF funding required to deliver whole project as per application. HCCF £100K is earmarked for a specific element of the project- The £100,000 award will be used to create 3 new lettable business units and a new coastguard meeting/training room within the structure of the existing "Green Shed", adjacent to the main An Laimhrig building. These units will accommodate business start-ups and/or enable existing business to expand and become more sustainable. HCCF funding therefore also increases the overall scope and quality of the project. As noted above, the key importance of this element to the overall viability of the project is clearly set out.
	Has loan finance been considered? Please explain why loan finance has not be considered a viable option:	See note	Application DOES include some loan finance- £57,600 confirmed from Triodos Bank
Procurement and RoC:			
21	Are all project costs eligible/essential?	Yes	
22	Have the project costs been sufficiently broken down and itemised?	Yes	
23	Have the recommended HCCF procurement requirements been met, where required? If not, what steps have been taken to judge whether costs are reasonable?	See note	Applicant notes they are already working with a contractor on phase one, who was appointed after a detailed tender process. This firm are being invited to tender for phase two works. Applicant's note that having worked with them on phase one, they are confident the figure identified by their architect and QS detailed in the application is realistic and achievable. Also noted that <i>"To satisfy RCGF (£1.1M match funder), the case for a Direct Award has been made to Alison Gallacher, who looks after procurement for both Highland and Aberdeen Councils. She has agreed to the Direct Award in principle and we are awaiting her final confirmatory letter. The National Lottery have confirmed they are happy with the Direct Award approach"</i> .
24	If the applicant is VAT registered, has VAT been removed from eligible project costs?	Yes	
25	Has the applicant received previous funding from public sources in the last three fiscal years?	Yes	

Document Checklist		
	Yes-No-N/A	Comments
Expression of Interest	Yes	
Application technical assessment checklist	Yes	
Certified financial accounts:	Yes	Accounts available on Companies House
Research / Evidence of need and demand	Yes	
Financial statement demonstrating need for public funding (if relevant) (e.g. letter from applicant/bank statements etc.)	See Note	Bank statement and accounts show that grant funding is required to deliver this project. The applicants have also addressed in detail why the HCCF £100K request, although a relatively small % of total cost, is essential to the overall delivery of the project. Project has already been subject to 12 months detailed design, design review and several cost cutting exercises. Needs to start soon to avoid further construction industry price rises. No more scope for cost cutting if project is to be delivered in the form approved by the larger match funders. Risk of losing their support otherwise. No time to renegotiate with them if work is to start soon. Delayed start means risk of cost rises, threatening viability of project. Not cost effective to carry out the HCCF element as a separate build project. Applicants have noted that they have <i>“done as much fundraising and cost cutting as we could have done over the last four or more years and there’s no more of either that can be done if we want to start this summer. To shave anything off compromises the project to the extent that it may not happen and lose the £2.3m raised from Lochaber and from Eigg”</i> .
Complete business plan (If relevant)	See note	Five-year financial projections and notes. Applicant notes “The full business plan created to support the National Lottery application is over 50 pages long. This can be submitted on request”.
Evidence of control/ownership of asset	See note	Eigg Trading own and manage the existing An Laimhrig and surrounding area. The current An Laimhrig complex was the first project completed by the Trust following community buyout. Formal evidence of ownership not on file but can be requested- no reason to doubt position.
Job descriptions (and activity plan) for any post which funding is sought towards	N/A	
May apply:		
Current constitution or articles and memorandum	Yes	
Current committee members or directors' list	Yes	
Permissions – planning, building warrant etc.	Yes	
Policies – equal opps Child protection (if relevant)	See note	Equal Opps on file- further policies can be conditioned as appropriate in event of HCCF funding being awarded.
Written confirmation/evidence of match funding (if available)		<ul style="list-style-type: none"> RCGF- £1.1M- Yes National Lottery - £1.045M- Yes

		<ul style="list-style-type: none"> SSE- £100K- Yes (to IEHT)- Applicant notes- "SSE requested a letter from us to confirm the relationship between IEHT and Trading - see attached. On receipt of that they confirmed the funds could be transferred to Eigg Trading by telephone". Triodos Loan- £56,700 - Yes Eigg trading- £18,700- Yes
Insurance	See note	Comprehensive review of existing insurance arrangements undertaken- condition appropriate insurance documentation for new build once complete.
Additional:		
Letters of support	See note	No specific letters on file. Application details comprehensive community consultation and involvement in the development of the proposals. Given nature of the applicant body and the relatively island community involved, no reason to doubt this and highly likely that there is strong community support for the proposal given the level of consultation undertaken.
Partnership Agreement	N/A	
Other	See note	<ul style="list-style-type: none"> An Laimhrig - Needs and Benefits summary Present and Future - illustration of An Laimhrig Highland Council Full Planning permission Five year financial projections and notes. The full business plan created to support the National Lottery application is over 50 pages long. Available on request.

Recommended Conditions of Grant	
Pre Approval Conditions	
Pre Start Conditions	
Other Issues/Conditions	

Assessed by:	Name:	Martin Culbertson
I can confirm that I have completed the eligibility checks as set out above.	Date:	02/03/21

Highland Coastal Communities Fund EIO REFERENCE 138



- Please read the Application Form and the Guidance Notes completely before completion
- **No project should start or commit expenditure before receiving approval of grant**

SECTION 1: PROJECT SUMMARY

1.1 Organisation/applicant name	Ardgour Community Council
1.2 Project title	Ardgour Area Path Network

1.3 Total cost of project	Total cost of project	£43,325.00
	Match Funding	£32,390.00
	Grant requested	£10935

1.4 Estimated Start Date	05.01.21
1.5 Estimated Finish Date	30.04.21

1.6 Which of the following programme themes will your project meet?	
Economic Recovery	
Community Resilience	
Mitigation of climate/ecological emergency	
Rural de population	Yes

How will your project benefit coastal communities or the coastal/marine economy?
<p><i>Please provide any evidence you have of wider community support for this application?</i></p> <p>The project is supported and part funded by Ardgour Community Council and The Ardgour/Glensanda Fund, both organisations operating with elected representatives of the community and responsible for allocation and dispersal of community benefit funding raised from Hydro Schemes.</p>

Benefits:

1. Increased passenger traffic on both the Corran Ferry and the Camusnagaul Ferry. The Camusnagaul Ferry is particularly subject to scrutiny on sustainability. Providing accessible and convenient crossings on both ferries will be key to increasing footfall
2. Increase in tourism traffic and contribution to local economy from their visits
3. The provision of historic information and points of interest on interpretation boards will ensure continuity of local knowledge including referencing the use of the waterways during World War II as a key military initiative

SECTION 2: CONTACT DETAILS

2.1	Main contact name	
	Contact number	
	Alternative contact number	
2.2	Position	
2.3	Address	
	Postcode	
2.4	Email address	
2.5	Website address	https://www.highland.gov.uk/

SECTION 3: ORGANISATION DETAILS

3.1	Organisation Status	Please indicate (x)	Organisation number
	Company limited by guarantee		
	Constituted Group		
	Public Body	X	
	Private Business		
	Charity		
	SCIO		
	Other (please specify)		
3.2	Are you VAT Registered? (delete as appropriate)	NO	
3.3	If you are registered for VAT please quote number		
3.4	Is the VAT related to the project being reclaimed from HMRC (x) <i>please provide any relevant details in the box below, details of exemptions etc.</i>	Wholly	Partially
			None

Notes:	
3.5 Key Project Personnel – please list personnel involved in this project detailing their skills to be involved	
Name and position in organisation	Skills/Area of work
Patricia Kennedy, Community Councillor	Project Manager (Ardgour area) Developing plan for path improvement, liaison with Highland Council Access Officer and Landowners, issue of tender and vetting/meeting with contractors, preparation and presentation of funding bid to Ardgour Community Council and Ardgour/Glensanda Fund. Liaison and discussion with design and production of interpretation boards, provision of maps, sourcing photographs and digitalising them for inclusion Supervision of contractors on site
Michael Foxley, Community Councillor	Project Manager (Camusnagaul area) Developing plan for path improvement, liaison with Highland Council Access Officer and Landowners, issue of tender and vetting/meeting with contractors, preparation and presentation of funding bid to Ardgour Community Council and Ardgour/Glensanda Fund. Liaison and discussion with design and production of interpretation boards, provision of maps, sourcing photographs and digitalising them for inclusion Supervision and working with contractors on site

SECTION 4: PROJECT DETAILS

4.1 Where will the project be happening? (Please include postcode)
Ardgour Community Council Area at Ardgour (Clovullin) PH33 7AB and Camusnagaul PH33 7AJ/7AL
4.2 Project summary. Please summarise your project as concisely as possible:

(a) What need or opportunity will your project address? How do you know that there is local support for the approach you are taking?

2020 and 2021 Lockdown has proved difficult for many people. Access to the outdoors and the local paths have been extensively used and it has become apparent that they are in need of improvement. The opportunity for extension and consolidation of the networks has been added. The health and well being benefits cannot be measured. Many local people have commented that the paths networks have been a lifeline. The access for runners, cyclists and walkers will be improved.

Environmentally, the prevalence and spread of Ponticum is having a detrimental effect on the local area and causing the closing off of ancient routes and pathways.

Sustainability of tourism in the area and ferry provision are also a consideration and the paths will allow access on foot or bike via the Corran and Camusnagaul ferries. Camusnagaul is a key access point for National Cycle Route 78 where the route follows the A861 before rejoining the A82 at Corran.

Recent provision of benches by a previously awarded application on the routes demonstrates their popularity amongst young and old providing safe, dry picnic/resting areas

Local volunteers have run a 'tea shop' for walks, runners, cyclists in the local halls to encourage more non local use of ferries/walks.

(b) Project Summary and main activities

To improve and extend the Ardgour paths by clearance of ponticum

Re-opening of previously well used popular paths closed due to overgrowth

Maintain local routes identified as Core by the Highland Council and encourage local interest and tourism

Provide clear route mapping and access level of paths

Provide historic interpretation boards ensuring local history and features become more widely known and able to be enjoyed

To improve and extend the existing Crofter's Woodland walks at Camusnagaul.

Create a 1km extension of the Crofter's walk to allow better access from the Local Village, Achaphubuil

Ditching, clearance of overgrown trees and branches, gravel laying and highlighting of special trees and species.

Local interest boards focusing on the Coastal Communities link during World War II as well as historic information

Signposting from the Fort William Pier will be included.

(c) In development of your project, please detail how you have considered the following:

- Environmental impact:

Clearance of non native Ponticum. Long term prospect of eradication of an invasive species, the focus of Woodland projects and Forest Enterprise grants (which unfortunately do not apply over our area)

The woods at Camusnagaul are a remnant of the Ancient Atlantic Oakwoods. The removal of non-native small larch and sitka spruce will ensure preservation of that status.

Safety provision by clearance and trimming of overhanging and fallen trees

Using locally sourced materials and contractors/suppliers

Minimal travel miles impact

- Equalities impact/issues

Current access will not be affected apart from temporary paths closure for safety reasons

--

(d) Who will benefit from your project?

Local users of all ages – mental health, wellbeing and fitness. Opportunity for outdoor play.
 Tourists and visitors
 Users of the National Cycle Route 78
 Camusnagual and Corran ferries and associated costs/ staffing levels and frequency of service

(e) How will your project be continued after HCCF funding and/or what will the lasting benefits of the project be?

Part of initial funding was for a 5 year plan of maintenance of paths from Ponticum regrowth by contract spraying
 Path maintenance will be monitored and further work identified when required

(f) Please outline how your project fits with other local plans or strategies

Highland Council Core Path Network
 Diversification of crofting
 Woodland improvement and maintenance

4.3 Does your project require planning permission or any statutory regulatory requirement or consent? (delete as appropriate)	/ NO	
If YES, please detail		
Type	Steps Taken	Date

SECTION 5: BUDGET

This can be provided in a separate excel spreadsheet if you prefer. Please delete the example below before completing this form.

5.1		
Budget Heading	Detailed cost	Amount
Please see detailed spreadsheet attached with application	Page 1 – Funding Phase 1 and Phase 2 Showing bid to local Ardgour Groups	£28505
	Page 2 – Matched funding provided by volunteer work	£14820
TOTAL PROJECT COST		£43325

SECTION 6 – MATCH FUNDING

6.1 Please give details of any other funders that will contribute to the project:			
Name	Confirmed Yes/No	Date (month/yr)	Amount £
Please see spreadsheet attached	Yes	Jan 2021	
Ardgour Community Council			£ 1000
Ardgour Glensanda Fund			£16570
Matched with volunteer funding			£14820
Total £			£32,390
Please detail HCCF Grant requested £			£10935
(This should total project costs section 5) Total £			£43325

6.2 Will your project involve any “in kind” support?	
YES/NO	Yes – detailed above valued at £14,820
Please detail:	Please see spreadsheet showing detail

SECTION 7 – BUSINESSES AND REVENUE GENERATION PROJECTS

For all business applications or projects that will generate revenue you **MUST** submit a business plan to accompany your application. Please also complete the following:

7.1 Have you had any support from other organisations in developing your project:	
Business Gateway	No
HIE	No
Other (please detail)	No

7.2 Have you previously received public funds for your business/organisation?	
Yes	X
No	

If yes, please provide further details:

The first phase of the project has been part-funded by Ardgour Community Council from community benefit funds and Ardgour Glensanda Fund. These contributions are detailed in the attached funding spreadsheet.

SECTION 8 – SIGNATURE

I declare that the information contained in this application is correct to the best of my knowledge, that I have read the guidance notes and that I 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 Would the person named as main contact for this application please sign below		
Signature:	Print: Claire Bennett-Levy	Date 30/01/21

8.2 To be completed by the Chairperson or equivalent of your group or organisation (if different from above)		
Signature:	Print: Samantha Thomson (Chair)	Date 30/01/21

Attachments checklist. Please ensure you enclose copies of the following where appropriate.		Please Indicate (x)
1	Constitution or Articles and Memorandum	
2	Committee Members or Directors List	x
3	Permissions – Planning etc	
4	Policies – Child, Risk, Equal Opportunities etc	
5	Confirmation of Match Funding if available	
6	Bank Statement	x
7	Research/Evidence of Need and Demand	
8	Business Plan	
9	Insurance	

For assistance completing this form please contact:

coastal.communities@highland.gov.uk

Please ensure you include your EOI reference number that was supplied to you with your application pack.

Highland Coastal Communities Fund – Application Assessment

File Reference:	138	Applicant Name:	Ardgour Community Council	Organisation Type:	Public Body
Project Title:	Ardgour Area Path Network	Date application received:	31/01/21	Area Committee:	Lochaber

Project Summary			
Total eligible project costs (£)	43,325.00	Total HCCF funding sought (£)	10,935.00
Percentage HCCF grant intervention rate applied for (%)?	25.24%		
Estimated Start Date	01/04/21		
Estimated Finish Date	30/04/21		

Application Technical Check			
		Yes-No-N/A	Comments
1	Is HCCF grant requested within the Highland/local thresholds?	Yes	
	Has any work already started/costs been incurred prior to application?	Yes	Application has been presented as a two-phase project. Phase 1 works (landscaping and path works) were undertaken in October and November 2020, using cash match funding from Ardgour Community Council and Ardgour Glensanda Fund, together with associated in kind contributions. Phase 2 works are mainly signage and interpretation related costs together with a small amount of path works. The cost of these works is £10,935.00 and this is the subject of this HCCF bid. Phase 2 also requires £3,700 worth of in kind support, which the applicants have confirmed is still available and secured.
2	Does the project have to comply with any Statutory Regulatory Requirements?	No	
	Are the necessary planning consents/licences in place or applied for?	N/A	
3	Is project activity being proposed, a public sector statutory duty?	No	

4	Is application organisation VAT registered? Has evidence to confirm VAT status been received?	Not VAT Registered	Community Council
5	Is the proposed activity/project within 5km of coastline or has applicant provided justification of benefit to coastal communities?	Yes	
6	Is the applicant an eligible business/organisation/person? Has applicant confirmed organisation type and appropriate registration?	Yes	Community Council- constitution on file.
7	Will the project generate revenue? Has the applicant provided a business plan (if required)?	N/A	
8	Project fits with the following HCCF priority(ies) - Economic Recovery - Community Resilience - Mitigation of climate/ecological emergency - Rural Depopulation	Rural de-population	
9	Is a full match funding package in place or applied for pending decision (written evidence provided)? If a match funding decision(s) is pending, what is the expected date of decision(s)?	See note	Full package in place- phase 1 cash match confirmed and already used, along with in kind support. Phase 2 cash cost is 100% HCCF request. Small in kind element also required- confirmed to be still available and secured
10	Is the application form signed and dated by chair person or equivalent (authorised signatory)	Yes	

Assessment Criteria

	Application has demonstrated:	RAG Status	Comments
11	Project Robustness	G	Overall, project has been costed in detail and match funding is in place. This request is specifically for phase 2 signage/ interpretation. No significant issues to deliver if funding was granted. Some specific amber points below, but these would not rule out any funding award.
12	Engagement & Support	A	Anecdotal evidence "Many local people have commented that the paths networks have been a lifeline" - argument is that application is supported and part funded by Ardgour Community Council and The Ardgour/Glensanda Fund, both organisations operating with elected representatives of the community and responsible for allocation and dispersal of community benefit funding raised from Hydro Schemes.

13	Meeting a Need or Demand/Market Demand	G	Meets identified local need for opening up popular local pathways and helping to increase tourist footfall in the area. Also helps to support Camusnagaul ferry by potentially attracting additional walkers from Fort William side of Loch Linnhe.
14	Legacy & Exit Strategy	G	New capital infrastructure- opportunity to promote area and attract footfall on ferry. Ardgour CC have confirmed they will maintain signage- I queried- "In the event of signage being vandalised/ damaged, will the community council be responsible for repair/ replacement? Do you have funds/ insurance that would cover this"? Applicants response: <i>"Ardgour CC will maintain these signs and replace if necessary. It's also worth noting that other signage in the area has been here for decades without any vandalism issues"</i> .
15	Consideration of equalities issues/impacts	A	Limited consideration of the issue/ question in the application form. Unlikely to be any adverse impact on equalities considerations but consideration could be given to visual impairment with regard to signage design/ production.
16	Environmental sustainability	G	Good response to this question. Notes project includes invasive species removal
17	Value for Money	G	Costed proposals supplied- long term benefit from the new signage/ interpretive boards to be put in place.
18	Match funding	G	HCCF is final piece of funding required to deliver overall project.
19	Meets Local Priorities	A	Remote rural location- weaker case for alleviating pressures caused by visitor numbers. For the location in question however, project meets a need to open up popular local pathways being blocked by an invasive species. Increased attraction of walkers to the area provides additional revenue for local halls operating tea rooms. Also has potential to boost numbers on Camusnagaul ferry, which is important for residents in the area.
20	Additionality	G	Without HCCF funding, the interpretive phase 2 element of the project would not be able to proceed at present.
	Please indicate whether HCCF funding is required to: - Allow the project to proceed - Increase the scope of quality of the project - Accelerate the implementation of the project	See note	HCCF funding is required to allow phase 2 interpretation to proceed. Phase 2 increases the scope and quality of the overall project
	Has loan finance been considered? Please explain why loan finance has not be considered a viable option:	N/A	No revenue generation- not appropriate for a commercial loan.

Procurement and RoC:			
21	Are all project costs eligible/essential?	Yes	
22	Have the project costs been sufficiently broken down and itemised?	Yes	Detailed costed spreadsheet provided to accompany application
23	Have the recommended HCCF procurement requirements been met, where required? If not, what steps have been taken to judge whether costs are reasonable?	See note	Two costs exceed £1,000. For both of these, a quote has been obtained from a local signage manufacturer. Experience of previous projects suggests this tends to be a competitive source- assurance that costs have a sound basis. Can condition evidence of additional quotes if felt necessary. One quote usually sufficient for costs below £5,000.
24	If the applicant is VAT registered, has VAT been removed from eligible project costs?	N/A	Not VAT registered
25	Has the applicant received previous funding from public sources in the last three fiscal years?	See note	Has put yes, but suspect correct definition for Ardgour Glensanda/ community benefit funds is private, so no.

Document Checklist		
	Yes-No-N/A	Comments
Expression of Interest	Yes	
Application technical assessment checklist	Yes	
Certified financial accounts:	Yes	
Research / Evidence of need and demand	No	No specific additional attachments other than main application text
Financial statement demonstrating need for public funding (if relevant) (e.g. letter from applicant/bank statements etc.)	N/A	
Complete business plan (If relevant)	N/A	
Evidence of control/ownership of asset	See note	Queried position with applicant. Response was "The works taking place at the Ardgour end are being done with the full support of the landowner (Ardgour Estate). The owners of the woodland at Camusnagaul have all be notified and verbally agreed to the works taking place. We do not foresee any issues from any of the landowners. Suggest condition of grant is written confirmation of agreement to signage installation on relevant land(s).

Job descriptions (and activity plan) for any post which funding is sought towards	N/A	
May apply:		
Current constitution or articles and memorandum	Yes	
Current committee members or directors' list	Yes	
Permissions – planning, building warrant etc.	N/A	
Policies – equal opps Child protection (if relevant)	N/A	
Written confirmation/evidence of match funding (if available)	Yes	Evidenced for phase 1- no cash match for phase 2 as 100% HCCF request.
Insurance	See note	Suggest condition of any grant is that appropriate insurance is in place if required for maintenance/ replacement of signage/ boards.
Additional:		
Letters of support	No	
Partnership Agreement	N/A	
Other		<ul style="list-style-type: none"> Funding plan spreadsheet Informal e-mails from Ardgour Estates showing agreement to path works

Recommended Conditions of Grant
Pre Approval Conditions
Pre Start Conditions
Other Issues/Conditions

Assessed by:	Name:	Martin Culbertson
I can confirm that I have completed the eligibility checks as set out above.	Date:	02/03/21

Highland Coastal Communities Fund



- Please read the Application Form and the Guidance Notes completely before completion
- **No project should start or commit expenditure before receiving approval of grant**

SECTION 1: PROJECT SUMMARY

1.1 Organisation/applicant name	Glencoe & Glen Etive Community Council
1.2 Project title	Glencoe Village Car Park Phase 1- Feasibility Study

1.3 Total cost of project	Total cost of project	£12,000
	Match Funding	0
	Grant requested	£12,000

1.4 Estimated Start Date	1 May 2021
1.5 Estimated Finish Date	1 June 2021

1.6 Which of the following programme themes will your project meet?	
Economic Recovery	
Community Resilience	X
Mitigation of climate/ecological emergency	
Rural de population	

How will your project benefit coastal communities or the coastal/marine economy?
<p><i>The residents of Glencoe Village suffer from congestion in the main village street during the Tourist Season. The small village car park is unable to accommodate the amount of vehicles wishing to park thereby forcing parking onto the Street which often results in total gridlock. This make it impossible for residents to move their cars to get out. Coaches attempt to drive up the street making matter worse.</i></p> <p><i>A new carpark outwith the village but within walking distance of the local attractions would enable the existing carpark to be earmarked for use by Residents only. The new car park would have parking bays for coaches and campervans as well as minibuses for touring businesses like Rabbits Tours.</i></p>

Letters of support for this project have been received from DMG Discover Glencoe, from Glencoe Museum and the Visitor Survey sent out by the NTS in the summer identified lack of parking as one of the major problems in the Glencoe area.

SECTION 2: CONTACT DETAILS

2.1	Main contact name	
	Contact number	
	Alternative contact number	
2.2	Position	
2.3	Address	
	Postcode	
2.4	Email address	
2.5	Website address	www.glencoe-glenetivecc.org

SECTION 3: ORGANISATION DETAILS

3.1	Organisation Status	Please indicate (x)	Organisation number
	Company limited by guarantee		
	Constituted Group	X	
	Public Body		
	Private Business		
	Charity		
	SCIO		
	Other (please specify)		
3.2	Are you VAT Registered? (delete as appropriate)	NO	
3.3	If you are registered for VAT please quote number		
3.4	Is the VAT related to the project being reclaimed from HMRC (x) please provide any relevant details in the box below, details of exemptions etc.	Wholly	Partially
			None

Notes:

3.5 Key Project Personnel – please list personnel involved in this project detailing their skills to be involved

Name and position in organisation	Skills/Area of work
Victoria Sutherland	Chair of the Community Council
Ian Moir	Structural Engineer
Andrew Baxter	Highland Councillor

SECTION 4: PROJECT DETAILS

4.1 Where will the project be happening? (Please include postcode)

*Glencoe Village
PH49 4HR*

4.2 Project summary. Please summarise your project as concisely as possible:

(a) What need or opportunity will your project address? How do you know that there is local support for the approach you are taking?

The residents of Glencoe Village suffer from congestion in the main village street during the Tourist Season. The small village car park is unable to accommodate the amount of vehicles wishing to park thereby forcing parking onto the Street which often results in total gridlock. This make it impossible for residents to move their cars to get out. Coaches attempt to drive up the street making matter worse.

A new carpark outwith the village but within walking distance of the local attractions would enable the existing carpark to be earmarked for use by Residents only. The new car park would have parking bays for coaches and campervans as well as minibuses for touring businesses like Rabbits Tours. The residents of Glencoe Village suffer from congestion in the main village street during the Tourist Season. The small village car park is unable to accommodate the amount of vehicles wishing to park thereby forcing parking onto the Street which often results in total gridlock. This make it impossible for residents to move their cars to get out. Coaches attempt to drive up the street making matter worse.

A new carpark outwith the village but within walking distance of the local attractions would enable the existing carpark to be earmarked for use by Residents only. The new car park would have parking bays for coaches and campervans as well as minibuses for touring businesses like Rabbits Tours.

An electric charging point and Campervan waste disposal hub is planned. There will be a parking charge levied and charges made for waste disposal. These charges will provide funding for the maintenance of the new car park and help fund Community Wardens.

A local minibus is being planned to help take the pressures off the carparks up the Glen. This bus will ferry people up as far as Glencoe Mountain and down Glen Etive. A bus stop for this Community minibus is included in the plans for the carpark.

Letters of support for this project have been received from the DMG Discover Glencoe, the Glencoe museum and from local residents and the general public in the Survey conducted by the NTS this summer which identified lack of parking in Glencoe as being of great concern.

43 Glencoe & Glen Etive households responded a significant % of local residents' views

Glencoe village parking received the largest proportion of frequent, repeat users of all the local car parks

Negative perceptions for visitors and locals alike:

51%

Couldn't get a space in my preferred parking area and had to drive on elsewhere

Felt unsafe or inconvenienced by the parking or driving I encountered *48%*

The local Police have also expressed their support for this as they see the present unsatisfactory arrangements as a safety hazard.

In order to progress with our plans, we need funds to be able to commission a Feasibility Study which is what we plan to use the money from the Coastal Communities Fund for.

(b) Project Summary and main activities

IAN MOIR ASSOCIATES

Engineers and Project Managers

Cala Sona

Glencoe

ARGYLL

PH49

4HS

Tel.:

07973 836498

E.:

ian.moir@ianmoirassociates.co.uk

Ref.: 864

Date: 28th December 2020

Mrs Sutherland

Chairperson

Glencoe and Glen Etive Community Council

Glencoe

Argyll

Dear Mrs Sutherland

FEASIBILITY STUDY
PARKING AND TRAFFIC MANAGEMENT
GLENCOE VILLAGE

Further to your recent enquiry I have pleasure in submitting a fee proposal for a feasibility study for your project.

There is limited parking in the village and with large numbers of tourist vehicles wishing to stop in the village - cars, campervans, mobile homes and buses -

A reassessment of the parking provision and traffic management in and around the village is required.

This study will look at the possible options for new parking spaces (including dedicated parking for both residents and visitors)

It will also look at options for traffic management (including possibly restricting visitor traffic in the village).

Here is our estimate for the work.

We trust this is suitable for your purpose and look forward to hearing from you.

Yours faithfully

Jan Moir

1.1 Ian Moir
BSc(Eng) CEng MICE
Ian Moir Associates

The intention is to understand the needs of the visitors who come here and welcome them to explore, responsibly, by providing safe, sensitive access solutions, including improved parking, footpaths to viewpoints, signage and waste disposal facilities.

The Existing small village car park does not have any capacity expansion. Nor is it suitable for long term/park and ride users. There is demand for parking for small touring coaches and large coaches. To accommodate this demand, to provide a park and ride facility to support the shuttle bus idea and to help with reduction of on street parking, a new car park is proposed

Car Park projected revenue

High Season: Cars paying £1 per hour	31 cars @ 4 hrs X 2 for 60 days	£14,880
Mid Season:	20 cars @ 4 hrs for 60 days	£4,800
Low Season	10 cars @ 4 hrs for 200 days	£8,000
Total		£27,680
Buses:	Paying £10.00 per day X 4 buses for 200 days	£8,000

Total

£35,680

(c) In development of your project, please detail how you have considered the following:**- Environmental impact:**

-
- *This project aims to develop a holistic approach to visitor infrastructure*
- *Importantly, our approach to vehicle access will be balanced alongside an attractive and sustainable alternative to access by cars in the form of the 'Glencoe Greenway', a traffic-free foot and cycle path which will link up existing pathways to encourage more access to the glen on foot and by bike. It will also be paired with plans for an improved public transport shuttle service between Glencoe village and Glen Etive in high season, focused on the tourist market but providing a life-line for local people too.*

- Equalities impact/issues

-

Disabled & Parent/Child bays will be provided, and the Community bus will cater for disabled people.

(d) Who will benefit from your project?

Visitors to Glencoe Village wishing to visit the Museum and the Glencoe Massacre Monument and the Lochan walks as well as access to the Glencoe Orbital path and the proposed Glencoe Greenway cycle path. Owners of Electric cars who wish to charge and Campervans who want to take advantage of the waste disposal.

Anyone wishing to use the Community bus service.

(e) How will your project be continued after HCCF funding and/or what will the lasting benefits of the project be?

The first step is to commission a Feasibility Study and armed with this we will be seeking funding from the latest tranche of the RTIF and well as a loan from HC & HIE.

Should we require additional funds the NTS survey proved that a substantial number of people were prepared to help fund projects in Glencoe to alleviate problems with over tourism so a Crowd funding appeal could be launched.

The main benefit will be to relieve the congestion in the Village Street by providing suitable parking for Visitors and Tourist buses and Campervans. This will also have the effect of providing safe access to the Village facilities.

In Glencoe village, traffic congestion is caused by cars parking along both sides of the main street, blocking drives and preventing emergency vehicles from being able to fit through, in order to visit

the Glencoe Massacre memorial or lochan trails. Many more visitors can't stop to enjoy the Folk Museum because they can't find anywhere to park.

All these concerns will be addressed by the building of the new car park and will afford long term benefit to both visitors and the Community.

Phase two is expected to include

<i>Land Value</i>	<i>Nil – as per agreement with the Glencoe Crofting Township</i>	<i>0</i>
<i>Planning fee</i>	<i>for Car Park</i>	<i>£202.00</i>
<i>Design fee</i>		<i>£500.00</i>
<i>Preliminaries</i>	<i>Welfare facilities, small tools etc</i>	<i>£600.00</i>
<i>Signs</i>	<i>Signs posting & Interpretation Boards</i>	<i>£2,000.00</i>
<i>Landscaping</i>	<i>Fencing & Tree planting</i>	<i>£1,500.00</i>
<i>Construction</i>		<i>£65,000.00</i>
<i>Contingencies</i>	<i>10% of total costs</i>	<i>£6,980.00</i>

An indicative budget for phase two is £77,000. This will be finalised as part of this study and having an accurate budget will greatly assist future funding applications. At this stage, we plan to approach RTIF and Highland Council as potential funders and more will be identified”.

a. Please outline how your project fits with other local plans or strategies

Discussions between the local stakeholders and the Community Services representatives at Highland Council have identified a new car park with charges as being economically feasible. As in other areas the Highland Council would be able to make funding applications, and borrow some funds, secured against 10 20 years of parking fees. Also mentioned in the NTS Annual Operating Plan 21 – 22 and NTS Corporate Strategy plan.

4.3 Does your project require planning permission or any statutory regulatory requirement or consent? (delete as appropriate)		YES /
If YES, please detail		
Type	Steps Taken	Date
Planning permission	Feasibility Study first required	
SEPA	Feasibility Study required first	

SECTION 5: BUDGET

This can be provided in a separate excel spreadsheet if you prefer. Please delete the example below before completing this form.

5.1			
Budget Heading		Detailed cost	Amount
<i>Feasibility Study</i>			£12.000
<i>Fee Estimate for Feasibility Study</i>			
<i>Position</i>	<i>Time</i>	<i>Rate</i>	<i>Total</i>
<i>Project Manager</i>	<i>3</i>	<i>700</i>	<i>2100</i>
<i>Senior Engineer</i>	<i>5</i>	<i>600</i>	<i>3000</i>
<i>Junior Engineer</i>	<i>5</i>	<i>450</i>	<i>2250</i>
<i>Quantity Surveyor</i>	<i>3</i>	<i>550</i>	<i>1650</i>
<i>Land Surveyor</i>	<i>2</i>	<i>700</i>	<i>1400</i>
<i>Site Investigation</i>	<i>2</i>	<i>800</i>	<i>1600</i>
<i>Total in £</i>			<i>12000</i>

SECTION 6 – MATCH FUNDING

6.1 Please give details of any other funders that will contribute to the project:			
Name	Confirmed Yes/No	Date (month/yr.)	Amount £
None for phase one – RTIF & Highland Council to be approached for phase two funding subject to confirmation of costs following study			
Total £			0
Please detail HCCF Grant requested £			12,000
(This should total project costs section 5) Total £			12,000

6.2 Will your project involve any “in kind” support?	
YES	
Please detail:	<i>The land surveyed is at the moment designated as Crofters Grazing. The Crofters have given permission for this land to be redesignated. So it can be used as a carpark to the benefit of the Community.</i>

SECTION 7 – BUSINESSES AND REVENUE GENERATION PROJECTS

For all business applications or projects that will generate revenue you **MUST** submit a business plan to accompany your application. Please also complete the following:

7.1 Have you had any support from other organisations in developing your project:	
Business Gateway	
HIE	Not yet but plan to apply
Other (please detail)	

7.2 Have you previously received public funds for your business/organisation?	
Yes	X
No	

If yes, please provide further details:

In partnership with the NTS the Community Council has received funds from the RTIF for carparking in Glen Etive and expansion of Car Parks and laybys up the Glen to alleviate congestion due to over tourism.

SECTION 8 – SIGNATURE

I declare that the information contained in this application is correct to the best of my knowledge, that I have read the guidance notes and that I 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	Would the person named as main contact for this application please sign below		
	Signature:	Print:	Date
	Victoria Sutherland		31/01/21

8.2	To be completed by the Chairperson or equivalent of your group or organisation (if different from above)		
	Signature:	Print:	Date

Attachments checklist. Please ensure you enclose copies of the following where appropriate.		Please Indicate (x)
1	Constitution or Articles and Memorandum	x
2	Committee Members or Directors List	x
3	Permissions – Planning etc	
4	Policies – Child, Risk, Equal Opportunities etc	
5	Confirmation of Match Funding if available	
6	Bank Statement	
7	Research/Evidence of Need and Demand	x
8	Business Plan	
9	Insurance	

For assistance completing this form please contact:

coastal.communities@highland.gov.uk

Please ensure you include your EOI reference number that was supplied to you with your application pack.

Highland Coastal Communities Fund – Application Assessment

File Reference:	140	Applicant Name:	Glencoe & Glen Etive Community Council	Organisation Type:	Public Body
Project Title:	Glencoe Village Car Park: Phase 1 Feasibility Study	Date application received:	31/01/21	Area Committee:	Lochaber

Project Summary					
Total eligible project costs (£)	12,000	Total HCCF funding sought (£)	12,000		
Percentage HCCF grant intervention rate applied for (%)?	100%				
Estimated Start Date-	1 May 2021				
Estimated Finish Date	1 June 2021				

Application Technical Check			
		Yes-No-N/A	Comments
1	Is HCCF grant requested within the Highland/local thresholds?	Yes	
	Has any work already started/costs been incurred prior to application?	No	
2	Does the project have to comply with any Statutory Regulatory Requirements?	No	Phase 1 is a feasibility study only
	Are the necessary planning consents/licences in place or applied for?	N/A	
3	Is project activity being proposed, a public sector statutory duty?	No	
4	Is application organisation VAT registered? Has evidence to confirm VAT status been received?	No	Community Council
5	Is the proposed activity/project within 5km of coastline or has applicant provided justification of benefit to coastal communities?	Yes	

6	Is the applicant an eligible business/organisation/person? Has applicant confirmed organisation type and appropriate registration?	Yes	Community Council
7	Will the project generate revenue? Has the applicant provided a business plan (if required)?	See Note	No revenue though Phase 1- remit of study will include identifying future income generation of desired new car park
8	Project fits with the following HCCF priority(ies) - Economic Recovery - Community Resilience - Mitigation of climate/ecological emergency - Rural Depopulation	Community Resilience	
9	Is a full match funding package in place or applied for pending decision (written evidence provided)? If a match funding decision(s) is pending, what is the expected date of decision(s)?	See note	Application as submitted included estimated costs for phase 2 construction and note of match funders who it was intended to approach to cover phase 2 as well. However, HCCF phase 1 is intended to firm up on construction costs and so applicants were advised to amend application to just the £12,000 set out for consultancy fees at this stage. At the end of the consultancy phase, there should be a better idea of required match for construction phase, so better to deal with that separately. Therefore, this is a 100% request for phase 1 only, with no match required at this stage.
10	Is the application form signed and dated by chair person or equivalent (authorised signatory)	Yes	Scanned signature page accompanied Word application form in submission

Assessment Criteria

	Application has demonstrated:	RAG Status	Comments
11	Project Robustness	G	For phase 1- 100% funded if approved- cost basis of £12,000 is a quote from a local consultant. Would recommend further quotes are sought. Should be no significant concern about project delivery subject to funding.
12	Engagement & Support	G	No direct additional documents supplied with this application, but parking problems in Glencoe and surrounding area are well known generally and the NTS, as part of a wider project to alleviate these problems, have produced detailed research and evidence documenting problems. This is referred to in application and can legitimately be used to demonstrate community engagement in this case.
13	Meeting a Need of Demand/Market Demand	G	See above
14	Legacy & Exit Strategy	G	Stand alone, time limited study for phase 1- does not require any ongoing financial support/ exit strategy. This study will identify future operating costs etc in advance of phase 2. Legacy of this project will be a study that should greatly help to inform funding applications for the car park itself. If that is delivered as a result of HCCF investment, that represents a good legacy for this project.

15	Consideration of equalities issues/impacts	G	Noted future car park will require to include disabled bays for parking.
16	Environmental sustainability	G	Application notes: "This project is part of wider measures to <i>encourage more access to Glencoe and Glen Etive on foot and by bike. It will also be paired with plans for an improved public transport shuttle service between Glencoe village and Glen Etive in high season</i> " Project has potential to reduce vehicle congestion in Glencoe village itself, and as a drop off point for improved public transport to Glen Etive. Visitors may wish to take this option, rather than drive into single track Glen Etive in tourist season, again having a positive impact.
17	Value for Money	G	£12K investment has potential to deliver a long-term asset for the local community, both alleviating significant local parking issues and offering revenue generation. Consultancy should be subject to three quotes if funding is approved.
18	Match funding	G	100% HCCF request for phase 1
19	Meets Local Priorities	G	Clear need- remote rural and tackling problems caused by visitor numbers
20	Additionality	G	Study would not proceed without HCCF funding and has potential to deliver longer term benefit to the community via this investment.
	Please indicate whether HCCF funding is required to: - Allow the project to proceed - Increase the scope of quality of the project - Accelerate the implementation of the project	See note	Required to allow project to proceed- both the study itself AND future delivery of new car park itself
	Has loan finance been considered? Please explain why loan finance has not be considered a viable option:	No	Commercial loan not a viable option for this project
Procurement and RoC:			
21	Are all project costs eligible/essential?	Yes	
22	Have the project costs been sufficiently broken down and itemised?	Yes	Application sets out the individual elements of the consultancy remit.
23	Have the recommended HCCF procurement requirements been met, where required? If not, what steps have been taken to judge whether costs are reasonable?	See note	Cost is on basis of a single quote from a local consultant. Recommend three quotes be obtained if funding approved.
24	If the applicant is VAT registered, has VAT been removed from eligible project costs?	N/A	Not VAT registered
25	Has the applicant received previous funding from public sources in the last three fiscal years?	Yes	

Document Checklist		
	Yes-No-N/A	Comments
Expression of Interest	Yes	
Application technical assessment checklist	Yes	
Certified financial accounts:	See note	Accounts to 31/03/20 supplied- spreadsheet.
Research / Evidence of need and demand	Yes	Not directly undertaken or accompanying application, but clear local need and refers to NTS studies undertaken as part of wider project to alleviate traffic problems in local area
Financial statement demonstrating need for public funding (if relevant) (e.g. letter from applicant/bank statements etc.)	See note	Project will not proceed without grant funding
Complete business plan (If relevant)	N/A	Study will examine operating costs and revenue for proposed new car park. Application contains some initial assumptions.
Evidence of control/ownership of asset	See note	Future legal ownership to be finalised. Not required to be complete by feasibility study stage.
Job descriptions (and activity plan) for any post which funding is sought towards	N/A	
May apply:		
Current constitution or articles and memorandum	Yes	
Current committee members or directors' list	No	Not supplied but can easily be obtained
Permissions – planning, building warrant etc.	N/A	
Policies – equal opps Child protection (if relevant)	N/A	
Written confirmation/evidence of match funding (if available)	N/A	
Insurance	N/A	Not required at feasibility stage
Additional:		
Letters of support	No	No direct additional documents supplied with this application, but parking problems in Glencoe and surrounding area are well known generally and the NTS, as part of a wider project to alleviate these problems, have produced detailed research and evidence documenting problems. This is referred to in application and can legitimately be used to demonstrate community engagement in this case.
Partnership Agreement	N/A	
Other	See note	<ul style="list-style-type: none"> Proposed indicative car park plan

Recommended Conditions of Grant
Pre Approval Conditions
Pre Start Conditions
Other Issues/Conditions

Assessed by:	Name:	Martin Culbertson
I can confirm that I have completed the eligibility checks as set out above.	Date:	10/03/21

Highland Coastal Communities Fund



- Please read the Application Form and the Guidance Notes completely before completion
- **No project should start or commit expenditure before receiving approval of grant**

SECTION 1: PROJECT SUMMARY

1.1 Organisation/applicant name	National Trust for Scotland
1.2 Project title	Sustainable Visitor Infrastructure in Glencoe & Glen Etive

1.3 Total cost of project	Total cost of project	£575,000
	Match Funding	£525,000
	Grant requested	£50,000

1.4 Estimated Start Date	01/04/2021
1.5 Estimated Finish Date	31/03/2022

1.6 Which of the following programme themes will your project meet?	
Economic Recovery	X
Community Resilience	X
Mitigation of climate/ecological emergency	X
Rural de population	

How will your project benefit coastal communities or the coastal/marine economy?

Glencoe and Glen Etive are two of Scotland's most iconic natural wonders and together they are the location for one of our newest National Nature Reserves (managed by the National Trust for Scotland). They are also part of the route of the A82, one of the Highland's busiest trunk roads, with almost two million vehicles passing through every year. This accessibility brings its benefits, but also its challenges.

Many tourists break their journeys, stretch their legs and enjoy a photo opportunity at informal laybys and parking areas along a 10 mile stretch through the heart of Glencoe and another 12 miles of single-track road through Glen Etive. Many outdoor enthusiasts use the same limited facilities as the starting points for activities like walking and camping.

Parking infrastructure in Glencoe and Glen Etive is simply not able to cope with the growing number of cars, coaches and campervans that it attracts. This leads to road safety hazards, regular serious accidents, traffic congestion and obstructive verge-side parking. It is also damaging the landscape everyone comes to experience.

Long-standing challenges including littering, anti-social camping, fire damage and vandalism, were brought into sharp relief in summer 2020, as lockdown restrictions were lifted and the UK experienced a growth in 'staycations'. The Covid-19 pandemic has galvanised the local community behind the need to be more proactive and press for long-lasting solutions.

In this context, NTS, The Highland Council, and The Glencoe & Glen Etive Community Council & SCIO partnership have worked together to create an overarching plan for tourism infrastructure for Glencoe and Glen Etive, identifying priorities for sustainably accommodating a growth in visitor numbers for the benefit of the local community and visitors.

The partnership has been successful in a £375k bid for funding from the Rural Tourism Infrastructure Fund (subject to conditions, which include obtaining match funding), to deliver the first phase of this action plan. We are seeking £50k (9% of the project total and 25% of match funding) from the Highland Coastal Communities Fund on the basis that several key elements of this project meet the CCF criteria and are within 5km of coastal waters:

- Expanded parking and visitor waste hub at Loch Etive
- Motor home parking places on Glen Etive road
- Visitor waste hubs in Glencoe village and at Signal Rock car park
- Footpath upgrade from Glencoe village towards Clachaig Inn
- "Love Glencoe" information signage including maps showing nearby facilities

By sensitively improving visitor infrastructure, we enable the communities and landscapes of Glencoe and Glen Etive to be more resilient in meeting the needs of visits on which so many local people rely. Fit-for-purpose facilities will empower visitors and locals alike to explore responsibly, enjoy and cherish the natural environment around them.

SECTION 2: CONTACT DETAILS

2.1 Main contact name	
Contact number	
Alternative contact number	
2.2 Position	
2.3 Address	
Postcode	
2.4 Email address	
2.5 Website address	www.nts.org.uk

SECTION 3: ORGANISATION DETAILS

3.1 Organisation Status	Please indicate (x)	Organisation number
Company limited by guarantee		
Constituted Group		
Public Body		
Private Business		
Charity	X	SC007410
SCIO		
Other (please specify)		

3.2 Are you VAT Registered? <i>(delete as appropriate)</i>	YES		
3.3 If you are registered for VAT please quote number	429459027		
3.4 Is the VAT related to the project being reclaimed from HMRC (x) <i>please provide any relevant details in the box below, details of exemptions etc.</i>	Wholly	Partially	None
		X	

Notes: Variable levels of VAT will be applied. Based on current operations from Glencoe we expect car parking and signage to be recoverable by the Trust, lay-bys and footpaths are not recoverable

3.5 Key Project Personnel – please list personnel involved in this project detailing their skills to be involved	
Name and position in organisation	Skills/Area of work
Emily Bryce – NTS Operations Manager, Glencoe and Glenfinnan	<p>NTS manager for Glencoe National Nature Reserve and Visitor Centre – RTIF Project Lead / Client</p> <p>Key skills:</p> <ul style="list-style-type: none"> • Project delivery, budget management and contractor management • Visitor experience management and design • Staff and volunteer management for visitor centres and estate ranger team • External communication and social media • Community engagement and stakeholder relationship building <p>Reports to the Highlands & Islands General Manager, Clea Warner</p>
Clea Warner – NTS General Manager, Highlands and Islands	<p>NTS manager for Highlands & Islands region – RTIF Project Sponsor holding overall accountability for project delivery. Clea oversees the Trust's Highlands and Highlands portfolio</p> <p>Key skills:</p> <ul style="list-style-type: none"> • Senior leadership and programme management • Strategic finance and planning • Transformational change

	<ul style="list-style-type: none"> Commercial optimisation across the estate <p>Reports directly to the Trust's Executive Committee including the Chief Executive, who reports to the Board of Trustees</p>
External project manager (to be appointed)	<p>Independent project manager responsible for oversight of all aspects of project delivery to ensure project is meeting its aims and objectives</p> <p>Key skills:</p> <ul style="list-style-type: none"> Experience with infrastructure construction project management Project budget, timescales and programming, H&S compliance Bring together project delivery team and advisory support to address opportunities and challenges <p>Reports to NTS Operations Manager. This post will be tendered in February 2021</p>

SECTION 4: PROJECT DETAILS

4.1 Where will the project be happening? *(Please include postcode)*

This project is taking a holistic approach to visitor infrastructure in the Glencoe & Glen Etive Community Council area, which covers the A82 between Glencoe village in the west, past the National Trust for Scotland's visitor centre, through the National Nature Reserve, towards Glen Etive and the Glencoe Mountain Resort in the east. It also includes the single-track road through Glen Etive to Loch Etive, and the old road from the Clachaig Inn to Glencoe village.

Project coordination will be delivered from NTS's Glencoe Visitor Centre, PH49 4HX.

The following key project deliverables lie within 5km of coastal waters and any funds awarded from the Highland Coastal Communities Fund will be directed to these activities:

- Expanded parking and visitor waste hub at Loch Etive
- Motor home parking places on Glen Etive road
- Visitor waste hubs in Glencoe village and at Signal Rock car park
- Footpath upgrade from Glencoe village towards Clachaig Inn
- "Love Glencoe" information signage including maps showing nearby facilities

See Technical Report (Appendix 1) page 47 onwards for a map and detail of sites.

4.2 Project summary. Please summarise your project as concisely as possible:

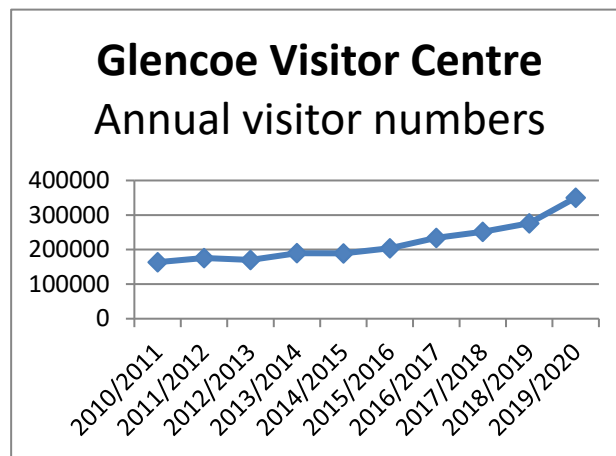
(a) What need or opportunity will your project address?

How do you know that there is local support for the approach you are taking?

The opportunity:

Glencoe is one of Scotland's most famous natural wonders, a prolific film location and tourist 'honey pot' destination. Visitors not only come here to enjoy the landscape, many are travelling through on route to other places on the A82, a vital traffic artery between the Central Belt and the West Highlands.

Glencoe's experience is part of a widely recognised growth in the Highland visitor economy, particularly independent travellers using cars/campervans/motorhomes, coach-based guided tours, and cruise tourism radiating from ports like Fort William. As a snapshot of levels of growth, the NTS Glencoe Visitor Centre has seen a 114% rise in visitor numbers in the last ten years, with a 27% rise between 2018/19 and 2019/20 alone.



2020 was an exceptional year in so many ways and is therefore difficult to compare directly with prior years. Three months of lockdown travel restrictions and a massive reduction in international visitors and travel trade as a result of the Covid-19 pandemic had a significant impact on the visitor market. However, while some tourist audiences may have been depressed, Glencoe and Glen Etive's ease of access for day visits and short breaks from the Central Belt made them particularly appealing for "staycationers" seeking to get outdoors, but wary of traveling too far from home. Camping and overnight stays in vehicles also proved more popular than ever too.

Knowledge base and local support:

- During August 2020, a camera-led parking survey counted the type and movement of vehicles into and out of the six major car parks in Glencoe continuously over the course of a day, showing the duration of parking stays, the popularity of different areas and the flow of vehicles.
- Community volunteers counted the number of vehicles in 24 parking areas and laybys between Glencoe village, the A82 and the Old Road every hour over the course of a day and identified whether the areas were "full" to show peak parking periods and capacity issues.
- For a fortnight in August, a traffic counter was placed at the entrance to the Glen Etive road to record traffic volume, types of vehicles and duration of visits at the height of the season.
- Saturday evening patrols all summer by NTS Ranger team, local volunteers and estate stalker – engaging with visitors and campers and counting tent and campervan/motorhome numbers.
- Glencoe and Glen Etive Community Council have captured the views and concerns of local people via regular meetings during 2019 and 20.

- Consultation and discussions with relevant community, landowner and business stakeholders, resulting in letters of endorsement, including Glencoe Mountain Resort snowsports centre, Discover Glencoe destination management group, Glencoe Folk Museum and the Clachaig Inn.
- NTS and Glencoe and Glen Etive Community Council produced an online survey in August 2020. This was promoted widely via social media and attracted 3,150 responses locally (approximately 50% of Glencoe and Glen Etive households completed it) and beyond. Respondents spent an average of 18 minutes answering questions and shared their views and ideas in over 6000 open-ended comments. See attachment 6

Support for action:

The online survey was a useful tool to understand both local and visitor perceptions of the current situation and test support for different potential solutions. Some key findings were:

- The “natural beauty and views” is by far the most valued feature of the area and there is widespread concern that the volume of visitors attracted to Glencoe and Glen Etive is negatively impacting upon both the landscape and the visitor experience. More than two thirds of respondents were concerned about the “detrimental effect on the natural beauty” and half of all respondents felt “unsafe or inconvenienced” by the situation.
- While there was a lot of support for taking action to improve existing facilities and investing in people (Rangers or Police) to engage with and educate visitors, there were also concerns about the idea of blighting the natural landscape with over-development or facilities.
- There was understanding that any investment required funding and a consensus in support of this coming from government and local authority sources but also significant support for “reasonable” parking charges in busy areas to contribute towards ongoing maintenance, conservation and people resources.

Priorities in Glencoe:

The greatest challenge here arises out of insufficient parking capacity to meet the demand but is exacerbated by lack of order and poor quality of the existing provision. Parking at the two most popular areas of the Glen – The Three Sisters and the Devil’s Staircase/Altnafeadh – is not provided within purpose-built car parks, but has expanded in a haphazard, organic fashion as the volume of vehicles has grown over time. Parking monitoring work this summer has reinforced our understanding of the nature of the challenge in each area:

The Three Sisters viewpoint parking:

- Comprises two parking areas which extend from roadside laybys at perhaps the most dramatic viewpoint within the Glen. There is a high turnover of short stay parking for ‘selfies’ alongside all-day parking for walkers. They are at capacity from 9am to 5pm in summer, but over-capacity from 11am to 3pm.
- Parking spaces are not marked and as a result, “full” capacity can extend beyond a safe 50 vehicles to an unsafe 70 vehicles on busy days where drivers squeeze in where they can. When there are 70 vehicles, many drivers are forced to reverse blind into oncoming traffic on a 60mph stretch of the trunk road which is extremely hazardous.
- The existing pedestrian viewpoint and interpretation within the parking area is usually hidden behind vehicles and visitors have created an informal, desire-line path to an outcrop outwith the parking area.
- Car park surfacing is natural compacted gravel and has huge potholes which prevent efficient parking and lead to dangerous avoidance manoeuvring.
- The parking areas are constrained within the footprint of historic landslip debris and a former mountain rescue helipad with limited opportunity for expansion.

The Devil’s Staircase parking at Altnafeadh:

- This is the starting point for walkers on the West Highland Way and mountaineers climbing the popular Munro, Buachaille Etive Mor.
- The parking area is very informal, using any flat space either side of estate track to Lagangarbh mountain hut. There is significant landscape damage, erosion and visual pollution here.
- Parking spaces are not marked and as a result “full” can rise from 20 to 45 vehicles as vehicles continue to squeeze in.
- The area is at capacity from 9am in summer, as walkers set off early for all-days walks, but in comparison with Three Sisters, there tends to be fewer hazardous in-and-out manoeuvres during the day as there are fewer short-stay visitors.
- The junction with the A82 is steep and narrow, with a limited sight lines in both directions.

Priorities in Glen Etive:

In contrast to the A82, Glen Etive is a 12-mile, narrow, single-track rural road. It is similarly renowned for its spectacular natural scenery and has a reputation for being a great destination for “wild” camping. Like Glencoe, it is challenged by a lack of purpose-built parking infrastructure. Traffic monitoring and regular weekend surveys by NTS rangers and members of the community have reinforced our understanding of the nature of the challenge in this area:

- There is only one formal car park in Glen Etive at the far end, near Loch Etive and there are around 12 acceptable informal parking areas and laybys spread along the glen with a total vehicle capacity of approximately 60 cars.
- Traffic congestion is significantly heavier at weekends and appears to be closely connected to one or two night camping stays on Friday and Saturday nights. On several Saturdays in July and August 2020 car, campervan and tents exceeded the previous highest ever numbers counted in the Glen – with over double the number of cars parked as there is provision for. The greatest pressure comes from visitors wanting to park up at nine main hot spots near to places where they can camp, climb the popular Munro, Ben Starav, or kayak on the River Etive.
- There are 92 passing places, many of which are not signed or clearly differentiated from parking laybys, and they are therefore regularly parked in. This often blocks the road, obstructing the progress of other vehicles, including visitors, residents, postal deliveries, bin lorries and emergency services.

Glen-wide priorities:

Litter

- NTS rangers, residents and volunteers conduct weekly litter picks at parking and camping areas throughout the Glens and additional picks in response to specific reported incidents.
- Within a one month period in summer 2020, these were tallied up to a total of 87 bin bags worth of additional waste and approximately 160 hours of staff and volunteer time.
- While there are bin areas at the Loch Etive car park, Glencoe village car park and NTS Glencoe visitor centre, these services are often not respected and not sufficient for the waste that is dropped at and around them.

Irresponsible overnight stays

- There are 70 popular camping spots in Glen Etive – of which nine are larger areas which attract larger camping groups. In Glencoe, the River Coe between An Torr and the Clachaig Inn is also a popular spot for campers and motorhomes.

- In addition to litter, all these locations regularly experience abandoned fire sites, vandalism for firewood, and human waste not disposed of properly. Informal conversations with campers suggests that many are not aware of what responsible behaviour when “wild” camping outwith campsites with facilities looks like.
- The police were called on around 14 occasions by the NTS and local residents in July and August 2020. Concerns included litter, fires in high risk areas, vehicles driving off-road, vandalism and burglary conducted by campers. Excessive alcohol or drug consumption is often connected with these behaviours.
- While there are three existing motorhome and campervan chemical waste disposal points within three miles of Glencoe and Glen Etive, irresponsible disposal of such waste into verges and streams is a frequent occurrence. Informal conversations with motorhome owners suggests that many are not aware of where existing nearby facilities are.

(b) Project Summary and main activities

The project will address the most immediate challenges arising from increased visitor pressure in Glencoe, Glen Etive and Glen wide as part of a phased action plan. It is envisaged that improvements will be achieved through a combination of future bids for grant funding in combination with income generated from improved parking facilities.

Project deliverables

Project deliverables are shown below with references to the relevant designs and detail in the technical report. Elements that sit within 5km of the coast are highlighted in blue and funds from the Coastal Communities Fund will be directed to these activities.

Visitor pressure point	Project activity	Technical Report page reference & cost*
Glencoe		
Three Sisters (Upper) Car Park, for Coire Gabhail / Hidden Valley	<ul style="list-style-type: none"> • Improve surfacing for this high-use car park and mark parking bays to make most efficient use of the space and provide clarity for drivers on access and acceptable parking spaces • Provide added capacity by expanding into layby and former-helipad • Create all ability path and promontory viewpoint to safely separate pedestrians from parking and maximise space for vehicles, replacing existing eroded desire-line path. 	33 £245,000
Three Sisters (Lower) Car Park for Coire Nan Lochan	<ul style="list-style-type: none"> • Improve surfacing for this high-use car park and mark parking bays to make most efficient use of the space and provide clarity for drivers on access and acceptable parking spaces • Provide added capacity by expanding into layby 	33 £25,000
Devil's Staircase Car Park, Altnafeadh	<ul style="list-style-type: none"> • Essential basic improvements to maximise safe parking capacity and widen junction to reduce hazard of exit on to A82 	38

	<ul style="list-style-type: none"> Seek funding for further investment in parking area in phase two 	£25,000
Clachaig to Glencoe Village Foot Path	<ul style="list-style-type: none"> Improve car-free walking access to the Glen for visitors and community Upgrade 500m of the existing path to widen narrow stretches, reduce gradient, improve drainage and add a missing 30m stretch to remove need for walking on the road-side 	41 £25,000
The Study Foot Path	<ul style="list-style-type: none"> Provide safe pedestrian access (160m) along roadside from existing layby to popular viewpoint, improving road safety and providing an alternative visitor offer to the busy Three Sisters Seek funding for expansion of parking area in phase two 	36 £15,000
Glen Etive		
Traffic Management, Vehicle Activated Sign	<ul style="list-style-type: none"> Provide visitors with real-time updates on traffic congestion with a variable message sign informed by a vehicle counter Request visitors turn back when road has exceeded a safe vehicle capacity 	25 £35,000
A82 Road End Turning Area	<ul style="list-style-type: none"> Forward-turning layby to enable cars to follow requests on sign to come back another day Stacking layby to avoid queuing on road 	25 £50,000
Ben Starav Parking	<ul style="list-style-type: none"> Provide additional safe parking opportunities for hillwalkers Improve surfacing, formalise and expand parking area 	Nb. Work to be completed by landowner/hydro scheme developer Funding NOT required - £20,000
Skyfall View Layby	<ul style="list-style-type: none"> Provide additional safe parking opportunities for selfie stops Improve surfacing, formalise and expand layby 	26 £5,000
Triple Falls Parking	<ul style="list-style-type: none"> Provide additional safe parking opportunities for canoeists and minibuses Improve surfacing, formalise and expand layby 	27 £10,000
Dalness Laybys x3	<ul style="list-style-type: none"> Formalise and slightly expand to accommodate campervans and motorhome, enabling us to discourage large vehicles heading to loch-side 	28 £45,000
Loch Etive Car Park	<ul style="list-style-type: none"> Minor expansion of parking on opposite side of road – focus on cars and discourage motorhomes from reaching this point. 	28 £15,000
Glen-wide		
Information & advice signage	<ul style="list-style-type: none"> "Love Glencoe/Glen Etive" responsible visitor messages – map signposting nearby facilities, including waste hubs and toilets Raise awareness of and encourage responsible outdoor behaviour – camping, litter, toilets, fires etc. 	Various £45,000

Visitor waste hubs	<ul style="list-style-type: none"> Improved visitor waste hubs in Glencoe Village and Loch Etive Car Parks New visitor waste hubs at Signal Rock/An Torr and at Glen Etive Road End near Coupal Bridge Sensitively-screened, well-presented to encourage respect, large capacity for waste + recycling bins. "Love Glencoe/Glen Etive" responsible visitor messages and facilities map to highlight nearby toilets and chemical waste disposal 	As per locations £30,000
Bus stops	<ul style="list-style-type: none"> Reduce congestion by providing alternatives to visiting the Glen by car Prioritise the most popular two stops in a future 16 stop hop-on, hop-off shuttle bus route Encourage safe drop-off for existing tourist buses and coaches Focus on Three Sisters/Coire Gabhail & Devil's Staircase/Altnafeadh in phase one and remaining 14 in phase two 	42 £5,000
* Costs detailed above include provision for design, legal costs, contingency and irrecoverable VAT where applicable		

(c) In development of your project, please detail how you have considered the following:

Environmental impact:

Place

- For the first time ever, the Glencoe and Glen Etive communities are working together, with the help of Highland Council, to develop a strategy and collaborative action plan for tackling the issues faced in different parts of the Glens. By making connections beyond boundaries of landownership, it is hoped to deliver more long-lasting and effective improvements, and, to ensure that interventions do not have an unexpected impact elsewhere.
- This project bid is not a comprehensive solution, but it is an essential part of the jigsaw – alleviating some of the biggest safety risks and the biggest detrimental impacts on the natural landscapes and visitor enjoyment. Making the essential infrastructure improvements proposed within this application will be a stepping stone to further ambitious phase two plans, in particular, moving towards a greater focus on car-free alternatives to travelling around the Glen.
- Much of the area encompassed by this bid is covered by Scotland's highest statutory designations for nature conservation – including National Nature Reserve, National Scenic Area, Site of Special Scientific Interest, Special Protected Area, Special Area of Conservation and Geological Conservation Review Site. Balancing visitor access priorities with conservation priorities is an essential part of land management for the NTS and the NTS has sought to bring this approach to the table throughout the project planning process.
- New infrastructure can only go so far in changing visitor behaviours and reducing challenges like littering. "Love the Glens" messaging on signage and waste hubs is considered vital to generate support and respect, encouraging visitors and local people to use new facilities responsibly.

Design

- Creating fit-for-purpose parking and footpaths at popular viewpoints like the Three Sisters and Devils Staircase will provide an appropriate focus for heavy traffic and footfall, avoiding the proliferation of informal desire-line trails, the spread of trampling damage, and the visual impact of landscape erosion.
- The natural geography of Glencoe makes any visitor infrastructure potentially very visible and in creating improved facilities. Extra care needs to be taken to avoid creating additional blemishes on the landscape. However, sensitive design, engineering and the use of local, natural materials and landscaping, aims to make parking less visible than at present. By focusing attention on better utilising existing spaces with minimal expansion and delineating parking bays, it is hoped to achieve greater efficiency and a safe, sustainable parking capacity.
- The project partners are very clear that this project will not be able to satisfy every vehicle parking demand at high season. The Visitor Survey conducted to inform the development of this project demonstrated a public preference for this approach. “Investing in existing parking areas to improve their safety, make efficient use of space and enhance presentation” received 92% support whereas “creating more parking areas in the Glen to accommodate more vehicles received just 45% support.
- For this reason, there is a focus on improving existing car-free access options, including new bus stops/dropping off points at the Three Sisters and Devil’s Staircase, suitable for travel trade operators, like Rabbits to use right now and for a ‘park and ride’ shuttle bus to use in the future. Existing footpath access to the Glen from Glencoe village via the Old Road will be upgraded to make it more attractive and accessible, in advance of investing in the “Glencoe Greenway” during a future phase of this project. The Greenway would complete a circular walking route into the Glen as well as providing a linkage for visitors arriving in the area by from the “Caledonia Way” NCN route 78.
- The Visitor Survey conducted to inform the development of this project demonstrated strong support for alternatives to vehicle access in the Glens. 91% of respondents agreed that investment should “enable people to walk and bike into the heart of the Glen with improved footpaths and by creating a traffic-free cycle route”. 85% of respondents agreed with the idea of promoting public transport connections and providing a “regular hop-off, hop-on shuttle bus and park and ride service”.

Delivery

- Containing the impact of visitors in popular areas of the Glen with more robust infrastructure will protect against further creep, damage and erosion to fragile soils, vegetation and peatland. This gives habitats the chance to recover and better adapt to a changing climate, as well as nurturing natural drainage qualities and natural slope stability, which are especially important in an area with an increasingly wet climate.
- The focus is on making more effective and efficient facilities within the existing footprint of parking areas and paths, with minor expansion, rather building new infrastructure in pristine landscapes. Creating facilities which provide for a sustainable, maximum capacity for vehicles will enable us and visitors to better understand and plan for the needs for alternative travel and transport options.
- Construction and maintenance of new infrastructure will seek to use the most sustainable and locally-sourced materials possible to reduce transport needs. Renewable energy options will be utilised where possible, including solar powered vehicle activated signage. Any future parking machines will also be solar powered.
- Moving from reactive, temporary fixes to more long-lasting solutions with a longer life span will lengthen the maintenance cycle and decrease resource use. Time currently spent by Rangers and volunteers on fire-fighting parking issues, litter picking and making regular repairs to infrastructure can be freed up for nature conservation work and environmental education.
- Encouraging visitors to “Love the Glens” and take a pride in these places will help inspire action to protect our natural world from man-made climate change during their visit and beyond.

- Taking a strategic approach to local footpath, cycle path and public transport provision will help ensure that car-free travel is a realistic and attractive option for visitors to the Glen, taking individual journeys off the roads and reducing their carbon contribution. This aspect of the Glencoe & Glen Etive Visitor Management Action Plan will be built upon in phase two.
- All work will be delivered in line with NTS's Environmental Policy (2015) which sets out NTS's approach to protecting the environment and contractors will be asked to set out their commitment to sustainability as part of the procurement process.
- An NTS Ecologist has been involved with the project from the outset and has made recommendations for minimising the impact on habitats at each location where an infrastructure intervention is proposed.

Equalities impact/issues

Improving access to the rich natural and cultural heritage of Glencoe for everyone is a core priority of this project. While the natural mountainous landscape inevitably comes with physical accessibility challenges, in this first phase of work we will:

- Transform physical accessibility in the two most popular locations for short-stay sightseers by resurfacing and tarmacking the existing uneven gravel and earth surfaces at the Three Sisters Car Parks
- Build a more inclusive path to the 360° viewpoint at the Three Sisters by reducing the gradient and providing a more solid surface
- Provide safer, family-friendly paths to the Study viewpoint and Clachaig to Glencoe village walk
- Offer better signage to enable visitors with additional support needs to plan their visit, including the locations of nearest toilets
- Design parking areas, waste hubs and signage to comply with visual accessibility best practice
- Offer complementary pre-visit information via the NTS website
- Seek to work with the Lochaber Access Forum at the detailed design stage, ensuring that our plans consider access needs in the widest sense

Subsequent phases of the action plan aim to deliver the Glencoe Greenway - an all-ability trail suitable for wheelchair and mobility scooter users, as well as walkers and cyclists, connecting the heart of the Glen with Glencoe village and on through to the National Cycle Network, 'Caledonia Way' at Ballachulish.

(d) Who will benefit from your project?

The project will benefit Glencoe and Glen Etive's local communities, businesses and visitors

Glencoe and Glen Etive are not just tourist destinations; these are places where people live, work and enjoy their own leisure time. Tourism coexists with daily life for more than 200 resident households within this community council area and many more people who make their homes in the wider South Lochaber area, which includes Ballachulish, Kinlochleven and Onich.

Long-established challenges with littering, traffic congestion and parking capacity have a real burden on the health and wellbeing of local families on a daily basis – whether that be through children missing the school bus because parents are obstructed from driving them to catch it, parents or dog walkers who avoid taking their kids or pets to certain areas due to the risk of encountering human waste, or Rangers and residents who dread to think what they will encounter after a busy weekend in the Glens.

With added public health anxieties in rural communities like these in the wake of the Covid-19 pandemic, the risk of polarising local opinion between those who benefit from tourism and those who suffer from inappropriate behaviour is something that the partners in this project have been keen to counteract.

The project has encouraged a positive, solution-focused approach, listening to community needs but not dwelling on the difficulties. Success for this application will reinforce this proactive, collaborative approach and build momentum to pursue further improvements together.

Considering the number of local people who rely on visitors for their employment, addressing challenges now, before Glencoe and Glen Etive get an unshakeable reputation for being spoilt by over-tourism, is important to sustain economic development. This is one reason why the local destination management group, “Discover Glencoe” has warmly endorsed the project.

Another key strand of the project is to generate sustainable sources of income to be invested back into the maintenance of visitor facilities and the creation of new ones. This is something which the community does not have access to at present and it has led to the deterioration of the condition of the path from Glencoe village to the Clachaig Inn. A long-term strategy to introduce reasonable parking charges after infrastructure is improved will provide a much-needed funding stream for the community SCIO.

(e) How will your project be continued after HCCF funding and/or what will the lasting benefits of the project be?

Managing maintenance

The National Trust for Scotland will be responsible for the maintenance of all improved infrastructure in Glencoe National Nature Reserve. Their Ranger team take a planned preventative approach to maintenance of paths and visitor infrastructure across the estate, conducting regular path and parking checks and cyclical conditions surveys to help inform resource needs.

Roadside infrastructure improvements, including Glen Etive’s variable message sign and turning area, and minor laybys development will be undertaken by the Highland Council roads department. Highland Council’s waste management team will take on the regular collection of bins at all visitor waste hubs.

Maintenance of parking areas under the lease of the Glencoe & Glen Etive Community SCIO will be managed either through a management arrangement with the National Trust for Scotland or an alternative maintenance contract. This is currently in discussion.

Funding maintenance

The Visitor Survey conducted as part of preparing this funding bid specifically asked respondents how best to fund visitor infrastructure in the Glens and whether they would be willing to contribute. The responses were encouraging and demonstrated that people are increasingly aware of the costs that come with caring for the countryside and providing facilities for visitors:

- 96% of 3,100 respondents felt Glencoe and Glen Etive should receive additional local authority and government funding.
- 90% of respondents agreed that they would “pay a reasonable contribution when parking in popular car parks” and 70% would donate towards a crowd-funding appeal.

The Visitor Survey also asked what respondents considered to be a “reasonable” charge for different parking dwell times and the insights are considered a very useful guide to a reasonable charging policy, which would differentiate between short stays, longer stays and overnight stays.

Project partners believe that infrastructure improvements must come with an expectation that visitors make a financial contribution towards future maintenance via parking charges at key locations. This is an essential step towards creating a sustainable income stream to directly invest in ongoing care of any improved facilities, and, indirectly invest in the care of the surrounding landscape by funding Ranger services to engage with visitors and reduce the incidence of anti-social behaviour.

The Glencoe & Glen Etive Visitor Management Matrix (appendix 2) sets out which parking areas may be earmarked for parking charges in the long term. Charging would only be introduced once upgrades are complete will be managed by the Glencoe and Glen Etive SCIO and a detailed business plan showing the reinvestment of this income in maintenance is an output of the overall project once agreement is reached.

See below a snapshot of income/expenditure projection for the NTS’s Three Sisters (Upper) Car Park (with 63 parking spaces), utilising an informed estimate of generating an average £750 from each parking space per year. This would be utilised to invest directly in ongoing care of any improved facilities, and, indirectly in the care of the surrounding landscape by funding Ranger services to engage with visitors and reduce the incidence of anti-social behaviour.

NTS Income	Number of parking spaces	Projected income per space (per annum)	Total (per annum)
Three Sisters (Upper) car park charges	63	£750	
			£47,250
NTS Expenditure	Frequency of cost	Projected expenditure	Total (per annum)
NTS Ranger salary	Annual	£30,000	
Parking area equipment, maintenance and repair costs (litter picking, tarmac and path repairs, landscaping and strimming, parking machine care)	Annual	£4000	
Minor consumables (parking tickets)	Annual	£500	
			£34,500
Contribution towards re-investment into conservation work in the NNR or match funding for further visitor infrastructure projects			£12,750

The Glencoe and Glen Etive Community SCIO will be developing a detailed business plan for the parking areas which will enter its management as part of the project.

(f) Please outline how your project fits with other local plans or strategies

These improvements deliver on the following local, regional and national plans...

Local:

- Ben Nevis and Glencoe **National Scenic Area** – the Glens are recognised for their outstanding beauty – our work delivers on the criteria to protect areas of exceptional scenery from inappropriate development or damage.

- Glencoe became a **National Nature Reserve** in 2018 – NNRs are designed to protect wildlife as well as promoting access and enjoyment, matching the aims of these visitor infrastructure improvements.
- **West Highlands & Islands Local Development Plan** – seeks to identify community need for increased traffic management and parking provision at Glencoe Village.
- **NTS Glencoe Annual Operating Plan (2021-22)** and **NTS Corporate Strategy (2019-24)** – this RTIF bid is highlighted in the Glencoe plan as a key delivery mechanism for improving the visitor experience and improving landscape and biodiversity conservation performance.

Regional:

- The **Lochaber Local Area Action Plan** – particularly the focus on improvements to the visitor experience and community control of assets
- The **Highland Council Tourism Infrastructure Plan and Lochaber Community Development Plan** – enhancing the visitor experience and providing high quality tourism infrastructure at key visitor pressure points

National

- **Scottish Tourism Emergency Response Group (STERG) 2020** – tourism recovery from the Covid-19 crisis calls for a joined up approach between communities and stakeholders to ensure visitors are safe and experience everything Scotland has to offer.
- **Scotland Outlook 2030 – Scotland's Tourism Strategy** – seeks to grow and positively enhance the benefits of tourism by delivering the very best for our visitors, our businesses, our people, our communities & our environment.
- **Visit Scotland Tourism Development Framework for Scotland 2016** – aims to deliver on the theme of increasing sustainable economic growth in the visitor economy.

4.3 Does your project require planning permission or any statutory regulatory requirement or consent? <i>(delete as appropriate)</i>			YES
If YES, please detail			
Type	Steps Taken	Date	
Planning permission	Application submitted	14/10/2020	
NTS own most of the land involved in this project and the remainder will be leased from landowners by the Glencoe and Glen Etive Community SCIO	Lease/legal agreement negotiations in progress: <ul style="list-style-type: none"> • Black Corries Estate – The Devil's Staircase/Altnafeadh Car Park • Black Mount Estate – Loch Etive / Ben Starav Car Parks 		

SECTION 5: BUDGET

This can be provided in a separate excel spreadsheet if you prefer. Please delete the example below before completing this form.

5.1		
Budget Heading	Detailed cost	Amount
Project management	Construction project management	£45,000
Land value	Land valuation for Glen Etive layby and turning area	£20,000
Planning Fees	Planning fees	£5,000
Design fees	Design team fees	£20,000

Preliminaries	Construction preliminaries	£20,000
Signposting and interpretation	Signage including VAS, and interpretive panels	£20,000
Landscaping and paths	Landscaping and path building	£80,000
Other construction	Laybys and car parking	£225,000
Contingencies	Contingency	£55,000
Irrecoverable VAT	Where applicable	£60,000
TOTAL PROJECT COST		£575,000

SECTION 6 – MATCH FUNDING

6.1 Please give details of any other funders that will contribute to the project:

Name	Confirmed Yes/No	Date (month/yr)	Amount £
Rural Tourism Infrastructure Fund	Yes	January 2021	£375,000
National Trust for Scotland	Yes	October 2020	£100,000
Glencoe Covid Resilience Group	No	February 2021	£5,000
Glencoe & Glen Etive CC & SCIO	No	February 2021	£5,000
Dalness Estate	Yes	October 2020	£10,000
Black Mount Estate	No	February 2021	£20,000
Black Corries Estate	No	February 2021	£5,000
Public appeal	No	June 2021	£5,000
Total £			£525,000
Please detail HCCF Grant requested £			£50,000
(This should total project costs section 5) Total £			£575,000

6.2 Will your project involve any “in kind” support?

YES	<p>£5,000 from Dalness Estate - Glen Etive turning area land value (plus 5K cash)</p> <p>£15,000 from Black Mount Estate – Glen Etive layby expansion land value (plus 5K cash)</p>
------------	---

SECTION 7 – BUSINESSES AND REVENUE GENERATION PROJECTS

For all business applications or projects that will generate revenue you **MUST** submit a business plan to accompany your application. Please also complete the following:

7.1 Have you had any support from other organisations in developing your project:

Business Gateway	
HIE	
Other (please detail)	Highland Council

7.2 Have you previously received public funds for your business/organisation?

Yes	X
No	

If yes, please provide further details:

National Trust for Scotland receives public funds to deliver our charitable objective of protecting and caring for our nation's heritage. In the past 12 months we have received funding from:

- The Scottish Government
- NatureScot
- Historic Environment Scotland
- EventScotland

Support from public fund generally totals less than 10% of our overall income, we rely on support from members, visitors and charitable donations to fulfil our charitable purpose.

SECTION 8 – SIGNATURE

I declare that the information contained in this application is correct to the best of my knowledge, that I have read the guidance notes and that I 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 Would the person named as main contact for this application please sign below		
Signature:	Print: Joanne Mould Technical Bids Manager	Date 28/01/2021

8.2 To be completed by the Chairperson or equivalent of your group or organisation (if different from above)		
Signature:	Print: Mark Bishop Director of Customer and Cause	Date 28/01/2021

Attachments checklist. Please ensure you enclose copies of the following where appropriate.		Please Indicate (x)
1	Constitution or Articles and Memorandum	X
2	Committee Members or Directors List	X
3	Permissions – Planning etc	X
4	Policies – Child, Risk, Equal Opportunities etc	X
5	Confirmation of Match Funding if available	X
6	Bank Statement	X
7	Research/Evidence of Need and Demand	X
8	Business Plan	Within application
9	Insurance	X

For assistance completing this form please contact:

coastal.communities@highland.gov.uk

Please ensure you include your EOI reference number that was supplied to you with your application pack.

Highland Coastal Communities Fund – Application Assessment

File Reference:	143	Applicant Name:	National Trust for Scotland	Organisation Type:	Charity
Project Title:	Sustainable Visitor Infrastructure in Glencoe & Glen Etive	Date application received:	28/01/21	Area Committee:	Lochaber

Project Summary					
Total eligible project costs (£)	575,000	Total HCCF funding sought (£)	50,000		
Percentage HCCF grant intervention rate applied for (%)?	8.7%				
Estimated Start Date	01/04/21				
Estimated Finish Date	31/03/22				

Application Technical Check			
		Yes-No-N/A	Comments
1	Is HCCF grant requested within the Highland/local thresholds?	Yes	
	Has any work already started/costs been incurred prior to application?	No	
2	Does the project have to comply with any Statutory Regulatory Requirements?	Yes	
	Are the necessary planning consents/licences in place or applied for?	See note	<p>Planning permission applied for 14/10/20- update @ 02/03/21-</p> <ul style="list-style-type: none"> We submitted a planning application for the Three Sisters parking which was due to be decided on 22 February, however Transport Scotland has asked for an extension until end of next week as they did not receive the planners' consultation request for their input until around 10 Feb We submitted a pre-planning enquiry for the other elements of the project in December to get advice on where planning consent will be required, but have not heard back from the planners yet, we are chasing this at the moment! However, we have had useful input and advice from the Highland Council

			<p>roads team, access officer and waste team, who are all very supportive of the different elements of the project</p> <ul style="list-style-type: none"> We are in the process of tendering for a project manager, with the aim of appointing someone in mid-March – they will then be tasked with coordinating the planning process and supporting the community company/SCIO with lease discussions, where required
3	Is project activity being proposed, a public sector statutory duty?	No	
4	Is application organisation VAT registered? Has evidence to confirm VAT status been received?	Yes	Confirmed online- https://www.tax.service.gov.uk/check-vat-number/known
5	Is the proposed activity/project within 5km of coastline or has applicant provided justification of benefit to coastal communities?	See note	Specific elements for which HCCF support is sought are
6	Is the applicant an eligible business/organisation/person? Has applicant confirmed organisation type and appropriate registration?	Yes	Confirmed online OSCR https://www.oscr.org.uk/about-charities/search-the-register/charity-details?number=7410
7	Will the project generate revenue? Has the applicant provided a business plan (if required)?	Yes	Revenue generating elements through car park charges. Cost estimates for potential revenue generation included in application. Applicant notes “The Glencoe and Glen Etive Community SCIO will be developing a detailed business plan for the parking areas which will enter its management as part of the project”.
8	<p>Project fits with the following HCCF priority(ies)</p> <ul style="list-style-type: none"> - Economic Recovery - Community Resilience - Mitigation of climate/ecological emergency - Rural Depopulation 	See note	<p>Fits with three:</p> <ul style="list-style-type: none"> - Economic Recovery - Community Resilience - Mitigation of climate/ecological emergency
9	<p>Is a full match funding package in place or applied for pending decision (written evidence provided)?</p> <p>If a match funding decision(s) is pending, what is the expected date of decision(s)?</p>	See note	The majority of match funding is confirmed, subject to conditions. RTIF £375K is approved subject to confirmation of full match package. This requires to be confirmed by June 2021. NTS have confirmed a further £100,000. Key outstanding funding relates to Glencoe & Glen Etive Community Company & SCIO who are finalising legal agreement with a local hydro scheme for community payback funding (5K pledge when secured) and Glencoe community resilience group has put in a bid for lottery funding and is waiting to hear back (5K). Remaining contributions (cash & in kind) are the subject of ongoing discussions with local estates.
10	Is the application form signed and dated by chair person or equivalent (authorised signatory)	Yes	

Assessment Criteria			
	Application has demonstrated:	RAG Status	Comments
11	Project Robustness	G	Comprehensive technical study and surveys inform this application, and it demonstrates clear need and local support for the proposals.
12	Engagement & Support	G	Detailed survey undertaken to inform the application, which clearly shows support for the proposals. Range of letters of support also provided.
13	Meeting a Need of Demand/Market Demand	G	Comprehensive photographic and survey evidence supplied with application
14	Legacy & Exit Strategy	G	The National Trust for Scotland will be responsible for the maintenance of all improved infrastructure in Glencoe National Nature Reserve. Roadside infrastructure improvements, including Glen Etive's variable message sign and turning area, and minor laybys development will be undertaken by the Highland Council roads department. Highland Council's waste management team will take on the regular collection of bins at all visitor waste hubs. Car parking charge projections allow an additional Ranger to be employed and Contribution towards re-investment into conservation work in the NNR or match funding for further visitor infrastructure projects. Legacy is long term infrastructure in place to alleviate current problems and improve visitor experience.
15	Consideration of equalities issues/impacts	G	Clear consideration of physical accessibility challenges and improvements.
16	Environmental sustainability	G	Detailed explanation of the positive environmental impacts of this project.
17	Value for Money	G	Detailed costings provided to explain basis of project budget. £50K HCCF investment will help to secure major match funding contributions. Project delivers improvements and benefits over a long period of time.
18	Match funding	A	Not all match funding is secured at this stage. The major funder's contribution is dependent on it being so. Key outstanding funding relates to Glencoe & Glen Etive Community Company & SCIO who are finalising legal agreement with a local hydro scheme for community payback funding (5K pledge when secured) and Glencoe community resilience group has put in a bid for lottery funding and is waiting to hear back (5K). Remaining contributions (cash & in kind) are the subject of ongoing discussions with local estates. If all match funding is not in place by June 2021, indications are that there may be limited scope to scale back the project, or possibly slightly increase NTS contribution. There is not felt to be much room for manoeuvre on this however, in order to deliver a project that RTIF would still be supportive of. The £50K HCCF request is considered vital to project delivery.

19	Meets Local Priorities	G	For Lochaber HCCF priorities, project is in a remote rural location and clearly addresses problems caused by visitor numbers. Evidence provided with application clearly backs up the fact that alleviating visitor number pressures/ traffic congestion and parking problems are all local priorities for residents.
20	Additionality	G	See match funding comments above. HCCF funding considered essential to project delivery and securing of major £375K RTIF grant.
	Please indicate whether HCCF funding is required to: - Allow the project to proceed - Increase the scope of quality of the project - Accelerate the implementation of the project	See note	HCCF funding required as part of overall match funding package- all of which requires to be confirmed in order to secure the major £375K RTIF grant
	Has loan finance been considered? Please explain why loan finance has not be considered a viable option:	See note	Commercial loan not an option for project of this nature
Procurement and RoC:			
21	Are all project costs eligible/essential?	Yes	
22	Have the project costs been sufficiently broken down and itemised?	Yes	Detail on headline costs is provided in comprehensive technical study undertaken to inform application.
23	Have the recommended HCCF procurement requirements been met, where required? If not, what steps have been taken to judge whether costs are reasonable?		Works will be formally tendered/ procured upon confirmation of all match funding. Basis of costs in detailed technical report is as follows: “This was pulled together on the basis of quotes and cost estimates from the consultant who prepared the report, Ian MacGillvray, from Sigma PM. Ian is an experienced civil engineer and project manager who was formally employed within Highland Council’s infrastructure design team. He has significant experience working on designing and overseeing public car park, toilet and other municipal facilities”.
24	If the applicant is VAT registered, has VAT been removed from eligible project costs?	Yes	
25	Has the applicant received previous funding from public sources in the last three fiscal years?	Yes	

Document Checklist		
	Yes-No-N/A	Comments
Expression of Interest	Yes	
Application technical assessment checklist	Yes	
Certified financial accounts:	Yes	Available on Companies House- https://find-and-update.company-information.service.gov.uk/company/SC095585/filing-history
Research / Evidence of need and demand	Yes	Detailed and comprehensive evidence accompanies application
Financial statement demonstrating need for public funding (if relevant) (e.g. letter from applicant/ bank statements etc.)	Yes	Written statement provided explaining why grant funding required
Complete business plan (If relevant)	See note	Detailed technical report and consultation provided, along with financial projections for car parking charge income.
Evidence of control/ownership of asset	See note	Lease negotiations ongoing with local landowners where required. Update @ 02/03/21- "Since finding out we were successful with RTIF bid, our focus has been on getting clarification from Highland Council about what form of legal agreements the funders require to meet our grant conditions for different aspects of the infrastructure works and from the planners on what permissions we need to get, ready to rekindle discussion meetings between the community company/SCIO and landowners, which will begin next week"
Job descriptions (and activity plan) for any post which funding is sought towards	N/A	
May apply:		
Current constitution or articles and memorandum	Yes	
Current committee members or directors' list	Yes	
Permissions – planning, building warrant etc.	See note	See comment page 1 above
Policies – equal opps Child protection (if relevant)	Yes	
Written confirmation/evidence of match funding (if available)	Yes	
Insurance	Yes	

Additional:		
Letters of support	Yes	
Partnership Agreement	N/A	
Other	See Note	<ul style="list-style-type: none"> • 32 page evidence of need document with range of photos and visitor survey • 75 page technical report detailing proposals and costings • Project timetable • Visitor management plan

Recommended Conditions of Grant	
Pre Approval Conditions	
Pre Start Conditions	
Other Issues/Conditions	

Assessed by:	Name:	Martin Culbertson
I can confirm that I have completed the eligibility checks as set out above.	Date:	11/03/21

Highland Coastal Communities Fund



- Please read the Application Form and the Guidance Notes completely before completion
- **No project should start or commit expenditure before receiving approval of grant**

SECTION 1: PROJECT SUMMARY

1.1 Organisation/applicant name	Road to the Isles Facilities Group (SCIO 048758)
1.2 Project title	Silver sands (Tougal) Car Park improvements

1.3 Total cost of project	Total cost of project	£113128
	Match Funding	£0
	Grant requested	£113128

1.4 Estimated Start Date	February 2021
1.5 Estimated Finish Date	May 2021

1.6 Which of the following programme themes will your project meet?	
Economic Recoverv	
Communitv Resilience	
Mitiaation of climate/ecoloaical emernencv	
Rural de oopulation	

How will your project benefit coastal communities or the coastal/marine economy?
<p>The 'Road to the Isles' is a popular tourism destination, and there has been pressure on the area for a number of years. This was exacerbated this year after the easing of lockdown, something which was publicised nationally. Both Kate Forbes MSP and Fergus Ewing MSP have had meetings with the communities to discuss the issues and potential solutions. Tourism is a significant contributor to the local economy, but in recent years, there has been tension about over-capacity and the lack of appropriate facilities. Travelling the B8008 during summer months is almost impossible due to inappropriate parking, and there have been several documented cases of issues such as the local bus not being able to pass between cars parked dangerously, and emergency services not being <u>able to access properties along the road</u>. Morar Community Council have been trying for many</p>

years to solve the problems in the area as have the local Councillors and landowners. However, to date, most actions have been small scale and have been ineffective. Expanding the car park will enable Highland Council to restrict parking on the roadside and sand dunes, this will have significant positive impact on both communities and visitors ensuring the area doesn't become a victim of its own success.

SECTION 2: CONTACT DETAILS

2.1 Main contact name	
Contact number	
Alternative contact number	

2.2 Position	
---------------------	--

2.3 Address	
Postcode	

2.4 Email address	
2.5 Website address	http://www.mmcca.btkc.co.uk/RoadtothelslesFacilitiesGroup

SECTION 3: ORGANISATION DETAILS

3.1 Organisation Status	Please indicate (x)	Organisation number
Comoanv limited by guarantee		
Constituted Group		
Public Body		
Private Business		
Charity		
SCIO	X	048758
Other (please specify)		

3.2 Are you VAT Registered? (delete as appropriate)	YES / NO		
3.3 If you are registered for VAT please quote number			
3.4 Is the VAT related to the project being reclaimed from HMRC (x) <i>please provide any relevant details in the box below, details of exemptions etc.</i>	Wholly	Partially	None
			X
Notes: The organisation isn't VAT registered and the car park project is not applicable for VAT relief.			
3.5 Key Project Personnel - please list personnel involved in this project detailing			

their skills to be involved	
Name and position in organisation	Skills/Area of work
Stuart Griffin (Chair)	Civil Servant (Scottish Government)
Jacqueline McDonnell (Vice Chair)	Chief Exec Mallaig Port Authority
Stephen McCaig (Trustee)	Civil Engineer

SECTION 4: PROJECT DETAILS

4.1 Where will the project be haooenini:i? *(Please include oostcode)*

Tougal Car Park overlooking Morar Sands (NM6753 9212)

4.2 Project summary. Please summarise your project as concisely as possible:

(a) What need or opportunity will your project address? How do you know that there is local support for the approach you are taking?

The Tougal area has experienced increasing numbers of visitors which exceeds the capacity of the car park, creating significant parking and anti-social behaviour problems, these are adversely affecting the community, visitors and the environment. This has been exacerbated by Covid 19 with large numbers of wild campers and motorhomes. These issues have been extensively publicised and there has been several meetings with Kate Forbes MSP and Fergus Ewing MSP and local councillors. The SCIO is represented on a HC led working group attempting to develop solutions to these visitor pressures in this area. These plans have received the full support of this group and the Community Council. We have also worked closely with the 'Road to the Isles Marketing Group' the local OMO to try and educate visitors to the area.

We undertook a simple Facebook poll in January 2021 asking people whether they would be supportive of the project. We received 146 likes and 77 positive comments and zero negative comments. (Posted on two FB Groups) Some of the comments were quite emotional at the prospect of action, it was clear that the communities are desperate for a solution to what have been long standing problems. We had also undertaken a wider survey in 2018, of both locals and visitors to the area, and can provide copies of this on request. One response in particular to this survey summed up local feeling, "It's important to welcome visitors into the area, but equally important to have the infrastructure to support those visits. Parking, toilets and waste disposal are paramount and need to be dealt with urgently otherwise both residents and tourists are unhappy." The SCIO have prioritised the provision of toilets and waste disposal, and now have the opportunity to undertake a project to provide additional parking at an area of particular congestion.

The current car park is not large enough to meet demand and visitors park on the verge, and on both sides of the road creating a dangerous situation. The car park is managed by Highland Council, but without parking charges, and within the constraints placed on Council budgets. We believe our organisation would be able to attract more funding to improve the facility, providing significant additional capacity, and generating revenue to fund ongoing maintenance and improvements, both to parking and to other visitor facilities in the area. Once complete the project would allow HC to ban parking on the busy B8008, which would greatly improve safety of road users.

(b) Project Summary and main activities

The RIFG was created in response to complaints from residents and visitors regarding the lack of facilities and the impact this was having on the area. Trustees include members of three Community Councils. We have successfully installed toilets at Traigh and are waiting delivery of a new toilet block in Mallaig to be completed in February 2021.

We plan to take on the management of the existing car park and toilet block, an asset transfer has commenced and will depend on receiving this funding. We plan to increase capacity by extending into the adjacent unused land, and have the support of the private landowner. We would charge for parking with the revenue going towards implementing priority projects identified by the SCIO, first of which would be a Local Ranger to inform and educate visitors and support best practice behaviours, replacing the Ranger Service which was removed from the area some years ago. We would also use revenue to support the organisation's other projects, including the public toilets at Traigh and Mallaig.

(c) In development of your project, please detail how you have considered the following:

- **Environmental impact:** The aim of the project is to reduce the current impact on the sand dunes and surrounding wild land, by creating a recognised path, directing people away from sensitive areas, and allowing for restrictions on inappropriate parking which is also damaging sand dunes and wild land. To achieve, this, the project will use locally sourced materials and will be in keeping with the rural feel of the area. Generating revenue to employ a Ranger will also enable the promotion of best practice and the provision of environmental education to both visitors and local communities.

Equalities impact/issues At present, there is no designated parking for disabled visitors, something which will be addressed as part of the project. The limits on the parking also restrict access for those who can't access a parking space and are unable to walk a distance. Improving the access path to the beach will enable more people to enjoy the beach in a safe and pleasurable way, including those with limited mobility and families. The construction will have very limited impact on the surrounding areas and is supported by the landowner, Highland Council and local residents.

(d) Who will benefit from your project?

Everyone who uses, visits, and lives in the area will benefit. The capacity issues have a detrimental effect on the wellbeing of residents and the wild camping in the area has created significant health hazards. By banning parking at the beachside and employing a Ranger we hope we can deter some of the worst anti-social behaviour the area has suffered from in recent years.

(e) How will your project be continued after HCCF funding and/or what will the lasting benefits of the project be?

Car park charges will ensure the long term future of this project and will contribute to the sustainability of the other projects the group currently run as well as help fund future projects. We know from the surveys undertaken, and comments on the projects that we are developing, that visitors are happy to pay for facilities provided and keen to contribute to the ongoing management and improvement of these facilities, which benefits the wider community.

(f) Please outline how your project fits with other local plans or strategies

The B8008 working group is developing a strategy to reduce the impact of visitors on the area, this project is a significant part of that strategy. We hope it will be an example of good collaborative practice where by the Community, this Charity, Highland Council, and the landowners work together to solve an increasing problem.

The West Highlands and Islands Local Plan refers to 'A Heritage Safe in the Hands of Local People', recognising that 'Local custodianship of the Area's outstanding natural heritage is commonplace' and referring to 'beaches which continue to record standards of cleanliness exceeding European standards'. The aims of the SCIO are to ensure that the communities along the Road to the Isles can have an input to managing the area's natural heritage and to provide facilities to minimise the potential negative impact of visitors to the area.

4.3 Does your project require planning permission or any statutory regulatory requirement or consent? (delete as appropriate)**YES / NG****If YES, please detail**

Type	Steps Taken	Date
Full	Initial communication with planning. The project is fully supported by HC who we expect will help us through planning.	15 th Jan 2020

SECTION 5: BUDGET

This can be provided in a separate excel spreadsheet if you prefer. Please delete the example below before completing this form.

5.1 |

Budget Heading	Detailed cost	Amount
LegalX3	Legal fees associated leases and asset transfer	£5406
<i>Resurface existing car park</i>	<i>Resurface the existing car park and dig out to maximise the use of this land</i>	<i>£10152</i>
<i>Extension of car park</i>	<i>Extension of car park to adjacent land and new path joining to existing path</i>	<i>£74237</i>
<i>Existing path repair</i>	<i>Repair existing main path and block off other paths</i>	<i>£10530</i>
<i>Parking meter and signs</i>	<i>Parking meters (X2) signs and sundries</i>	<i>£12803</i>
TOTAL PROJECT COST		£113128

SECTION 6- MATCH FUNDING

6.1 Please provide details of any other funders that will contribute to the project:			
Name	Confirmed Yes/No	Date (month/year)	Amount£
No match funding has been sought due to the urgency to get the project started prior to the season			
We have applied to the Better Places Fund to pay for Survey, Design and tender services	N	21 st Jan 2021	
Total £			
Please detail HCCF Grant requested £			
(This should total project costs section 5) Total£			

6.2 Will your project involve any "in kind" support?	
YES/NO	
Please detail:	The project will be managed by the Trustees for no fee. The trustees include civil engineers, accountants, conveyance clerk, Chief Exec of Mallaig Harbour Authority and a Civil Servant. We estimate 200 hours of in kind support will be required.

SECTION 7- BUSINESSES AND REVENUE GENERATION PROJECTS

For all business applications or projects that will generate revenue you **MUST** submit a business plan to accompany your application. Please also complete the following:

7.1 Have you had any support from other organisations in developing your project:	
Business Gateway	N/A
HIE	N/A
Other (please detail)	N/A

7.2 Have you previously received public funds for your business/organisation?	
Yes	
No	

If yes, please provide further details:

We received £440k from the Rural Tourism Infrastructure Fund, and LEADER to construct beach toilets at Traigh and a new public toilet block with motorhome service in Mallaig. We have also received funding to develop a play park in Mallaig.

SECTION 8 - SIGNATURE

I declare that the information contained in this application is correct to the best of my knowledge, that I have read the guidance notes and that I 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 Would the person named as main contact for this application please sign below		
Signature: C _____	Print: Stuart Griffin	Date 21/01/2020

8.2 To be completed by the Chairperson or equivalent of your group or organisation (if different from above)		
c:n ture:u	Print: Stuart Griffin	Date 21/01/2020

Attachments checklist. Please ensure you enclose copies of the following where appropriate.		Please Indicate (x)
1	Constitution or Articles and Memorandum	X
2	Committee Members or Directors List	X
3	Permissions - Plannina etc	
4	Policies - Child, Risk, Equal Opportunities etc	
5	Confirmation of Match Fundina if available	
6	Bank Statement	X
7	Research/Evidence of Need and Demand	X
8	Business Plan	X
9	Insurance	

For assistance completing this form please contact:

coastal.communities@highland.gov.uk

Please ensure you include your EOI reference number that was supplied to you with your application pack.

Highland Coastal Communities Fund – Application Assessment

File Reference:	161	Applicant Name:	Road to The Isles Facilities Group	Organisation Type:	SCIO
Project Title:	Silver Sands (Tougal) Car Park Improvement	Date application received:	22/01/21	Area Committee:	Lochaber

Project Summary					
Total eligible project costs (£)		£113,128- subsequently amended to £102,976		Total HCCF funding sought (£)	
Percentage HCCF grant intervention rate applied for (%)?		97.11%		£113,128- Subsequently amended to £100,000- See Note Below at Q1	
Estimated Start Date		ASAP			
Estimated Finish Date		3 Months Later- main priority to have project completed before end of June/ start of summer holidays			

Application Technical Check			
		Yes-No-N/A	Comments
1	Is HCCF grant requested within the Highland/local thresholds?	Yes	<p>Members' attention is drawn to the following difference from the application form circulated. On 12/03/21, applicants contacted me to say they wished at this stage to remove the £10,152 budget line for resurfacing the existing car park. Applicants noted- "The reason for this is that the Community Asset Transfer is likely to take a number of months to complete, it's not going to Committee until at least the end of May. We have agreed in principle an access agreement with HC in the interim". Therefore, total project cost is reduced to £102,976 for now, with an HCCF grant request of £100,000. Applicants are content they can raise the small balance locally. Resurfacing the existing car park will be carried out later in the year. Again, applicants have identified a number of funding options to raise the £10,152 estimated figure for that phase.</p> <p>With regard to the original grant figure sought, applicants had been reminded that the maximum grant request was £100,000 and had previously indicated they could bridge the gap.</p>
	Has any work already started/costs been incurred prior to application?	No	Nothing that is subject of this bid

2	Does the project have to comply with any Statutory Regulatory Requirements?	Yes	
	Are the necessary planning consents/licences in place or applied for?	See note	Initial discussions have been held with HC planning, and positive feedback obtained. Applicant's successfully applied to Better Places Fund for survey, design and tender services to inform planning process. With these funds, site has been surveyed and this will form basis of design work for planning. This fund has to be used by the 31st March. Applicants state they will have a planning application submitted and tender process on PCS started by this time.
3	Is project activity being proposed, a public sector statutory duty?	No	
4	Is application organisation VAT registered? Has evidence to confirm VAT status been received?	No	Aware SCIO is not VAT registered from previous LEADER funding work with them
5	Is the proposed activity/project within 5km of coastline or has applicant provided justification of benefit to coastal communities?	Yes	
6	Is the applicant an eligible business/organisation/person? Has applicant confirmed organisation type and appropriate registration?	Yes	
7	Will the project generate revenue? Has the applicant provided a business plan (if required)?	Yes	
8	Project fits with the following HCCF priority(ies) - Economic Recovery - Community Resilience - Mitigation of climate/ecological emergency - Rural Depopulation	See note	Applicant has selected all 4- certainly good link to community resilience and economic recovery.
9	Is a full match funding package in place or applied for pending decision (written evidence provided)? If a match funding decision(s) is pending, what is the expected date of decision(s)?	See note	Current cost for project is expected to be £102,976, per update of 12/03/21 (see Q1 above). Applicants have indicated they will be able to bridge the £2,976 gap. Would require written confirmation as condition of grant.
10	Is the application form signed and dated by chair person or equivalent (authorised signatory)		

Assessment Criteria

	Application has demonstrated:	RAG Status	Comments
11	Project Robustness	A	Experienced group who have shown they can deliver similar scale projects. They have demonstrated contingency options if they cannot secure the full £113K currently costed for phases 1 and 2. The small gap required for phase 1 is not felt to be a

			serious problem. Main works costs are based on cost estimate from contractor currently working on Mallaig Toilets project. Options to reduce costs exist if required- though this would mean a reduction in scale. Funding in place for survey and design options for planning process. Rated amber mainly due to lack of current formal landowner agreement to the proposed expansion works. Also requires Asset Transfer from Highland Council. Evidence has been provided that landowner is supportive of the proposals, but until formal agreement is in place, this is the one significant question mark over the project. @ 22/02/21, applicant stated he “planned to start formal legal communications in the next couple of weeks”
12	Engagement & Support	G	Facebook publicity and associated comments show clear awareness raising of the proposals and support. Parking and other associated problems in the locality are well documented, and evidence provided for other local LEADER funded projects clearly also demonstrates local support for actions to alleviate these problems.
13	Meeting a Need of Demand/Market Demand	G	Per comment above, clear and well documented local need for projects such as this.
14	Legacy & Exit Strategy	G	Budget plan provided which shows long term financial viability through proposed car parking fees. Plan has factored in maintenance costs for car park, paths and toilets. Financial assumptions based on expansion to 75 parking bays and average annual income per bay of a £300 scenario and a £500 scenario. If £500 per bay is achieved, income also allows employment of a local ranger together with covering all operating costs and generating a small annual £2.5K surplus. If only £300 per bay was achieved, all operating and maintenance costs can still be covered, but ranger post would have to be removed or scaled back. Note- Applicant consultation with Highland Council stated avg. annual income per bay in the Highlands was between £500-£1000, so, given popularity of location, the £500 per bay annual income scenario seems achievable at minimum.
15	Consideration of equalities issues/impacts	G	New car park will include designated parking for disabled visitors, improved paths to the beach will make it more accessible for people with mobility issues and greater capacity of car park means easier access for those unable to walk greater distances from road side parking.
16	Environmental sustainability	G	Good consideration of this issue demonstrated in application- Applicant notes “The aim of the project is to reduce the current impact on the sand dunes and surrounding wild land, by creating a recognised path, directing people away from sensitive areas, and allowing for restrictions on inappropriate parking which is also damaging sand dunes and wild land”. Revenue to employ a Ranger will also enable the promotion of best practice and the provision of environmental education to both visitors and local communities.

17	Value for Money	G	Costs based on quotes and will go to full tender. Subject to landowner agreement and leases, investment of HCCF funds would deliver a long lasting asset for the local area with a significant impact on current pressures caused by visitor numbers and inadequate parking facilities. The investment also potentially creates a salaried post with the scope to further alleviate local visitor number pressures and raise awareness of good environmental practices. There is also potential for long term revenue generation for further local development projects through surpluses from parking charges. Business plan provided shows these could currently be underestimated.
18	Match funding	A	HCCF request maximum of £100,000 and total project costs (inc phase 2 per revised proposal) currently estimated to be £113K. While there are options to reduce costs, preference would of course be to deliver the scope of works as set out in the application. If funds in excess of £100K are required to deliver project, some local options have been identified, but no exact request levels or outcomes are known at this stage. It seems the likelihood is that a gap in funding of circa £13K could be bridged if necessary, but uncertainty as to the position, if full scale of project is to be delivered, just puts this category to amber. There is minimal concern about bridging the smaller gap required for phase 1.
19	Meets Local Priorities	G	Remote rural location and targeting pressures caused by visitor numbers. Also clearly supported by evidence and local feedback. Clear fit.
20	Additionality	G	Without HCCF funding, the project would not succeed.
	Please indicate whether HCCF funding is required to: - Allow the project to proceed - Increase the scope of quality of the project - Accelerate the implementation of the project	See note	Required for project to proceed
	Has loan finance been considered? Please explain why loan finance has not be considered a viable option:	See note	Commercial loan for the project unlikely to be viable as the relatively small surplus forecast to be generated would be highly unlikely to service loan repayments.
Procurement and RoC:			
21	Are all project costs eligible/essential?	Yes	
22	Have the project costs been sufficiently broken down and itemised?	Yes	
23	Have the recommended HCCF procurement requirements been met, where required? If not, what steps have been taken to judge whether costs are reasonable?	See note	Intention is that project will go to tender at end of March. Funding has been secured to help with survey, design and tender services. Costs in application are based on cost estimate from contractor currently working on Mallaig toilets who undertook a site visit to inform this application. Cost estimate provided for legal fees and quote obtained for parking meters.

24	If the applicant is VAT registered, has VAT been removed from eligible project costs?	N/A	
25	Has the applicant received previous funding from public sources in the last three fiscal years?	Yes	

Document Checklist

	Yes-No-N/A	Comments
Expression of Interest	Yes	
Application technical assessment checklist	Yes	
Certified financial accounts:	Yes	
Research / Evidence of need and demand	Yes	
Financial statement demonstrating need for public funding (if relevant) (e.g. letter from applicant/bank statements etc.)	Yes	
Complete business plan (If relevant)	See note	Financial projections and operating costs spreadsheet provided.
Evidence of control/ownership of asset	See note	To be supplied as condition of any grant award. Need asset transfer and leases from HC and private landowner.
Job descriptions (and activity plan) for any post which funding is sought towards	N/A	Future intention to fund a ranger post from car park revenue, but post is not subject of this application.
May apply:		
Current constitution or articles and memorandum	Yes	
Current committee members or directors' list	Yes	
Permissions – planning, building warrant etc.	No	See previous comments- pending
Policies – equal opps Child protection (if relevant)	See note	In development as relatively new organisation- can condition as appropriate if funding is awarded.
Written confirmation/evidence of match funding (if available)	N/A	See previous comments re budget position.
Insurance	See note	Condition as appropriate if applicants secure leases/ asset transfer for expanded car park.
Additional:		
Letters of support	See note	Evidence of support via range of posts on Road to the Isles Facilities Group Facebook page and We Love Arisaig Facebook page.
Partnership Agreement	N/A	

Other		<ul style="list-style-type: none"> • E-mail showing landowner support in principle • Facebook screenshots evidencing support • Note of B8008 Working Group • Business Plan (spreadsheet)
-------	--	--

Recommended Conditions of Grant
Pre Approval Conditions
Pre Start Conditions
<ul style="list-style-type: none"> • Confirmation of balance of match funding required to deliver phase 1.
Other Issues/Conditions

Assessed by:	Name:	Martin Culbertson
I can confirm that I have completed the eligibility checks as set out above.	Date:	12/03/21

Highland Coastal Communities Fund

- Please read the Application Form and the Guidance Notes completely before completion
- **No project should start or commit expenditure before receiving approval of grant**

SECTION 1: PROJECT SUMMARY

1.1 Organisation/applicant name	Fort William Marina & Shoreline Community Interest Company
1.2 Project title	Dredging of Foreshore

1.3 Total cost of project	Total cost of project	£105,570
	Match Funding	£5,570
	Grant requested	£100,000

1.4 Estimated Start Date	01/04/2021
1.5 Estimated Finish Date	30/04/2021

1.6 Which of the following programme themes will your project meet?	
Economic Recovery	Yes
Community Resilience	
Mitigation of climate/ecological emergency	
Rural de population	

How will your project benefit coastal communities or the coastal/marine economy?

Please provide any evidence you have of wider community support for this application

This funding application is for a phase of the bigger project of extending the Fort William Pontoons. The provision of further facilities to enable marine tourists to be able to come to Fort William has long been seen as vital for the future development of the area. By extending the Fort William Pontoons we will be able to provide safe alongside berthing for visitors to Fort William to enjoy the area. We know that once Lockdown is eased the numbers of visitors to the Highlands will be significant and this facility will be sorely needed. The visitors will spend money in the shops in the town, travel to iconic outlying areas such as Nevis Range, Glenfinnan, Glencoe and Glen Nevis and

further which will help stimulate the economy and help the areas recovery from the devastating affect of COVID-19.

Evidence of support is as follows:

- 1) We carried out a Pre-Application Consultation Meeting with the community in preparation for the Marine Licence application to Marine Scotland on 4th November 2016 (please find attached a copy of the report submitted to Marine Scotland). Comments include: Future waterfront starts here, deserves all support, great idea, great vision, great plan, tremendous vision, fantastic proposition, vital for the regeneration of the Town Centre & surrounding area, this project will finally make something of the waterfront!
- 2) Lochaber Chamber of Commerce's letter of support states "The pontoons are widely recognised as vital to the development of cruise ship and marine leisure tourism economy, specifically to Fort William and its wide range of tourism sector businesses."
- 3) Fort William Town Team's letter of support states "we are in the ideal location to expand Marine Tourism by providing more facilities and berths for personal boating enthusiasts. The increased spend in restaurants, cafes and shops in the local area could extend the season of the town, as well as creating further employment potential for local people."
- 4) MSP Kate Forbes' letter of support states "There is clearly demand for the pontoons and it's good that increased demand is being met by increased space." "this development will hopefully have a ripple affect along the west coast."
- 5) MP Ian Blackford's letter of support states "Fort William and Lochaber have great potential in attracting waterborne visitors and the proposed new development presents great opportunities for the future".
- 6) Cross Party Group for Recreational Boating and Marine Tourism's letter of support states that they "recognise the significant impact that providing this extension will bring to Fort William in economic benefits to the area".
- 7) Fort William Community Council's letter of support states "the potential gain for Fort William could be quite substantial and we believe will go well beyond the Linnhe shorefront."
- 8) Fort William Accommodation Marketing Group's letter of support states "The footfall growth in the town will increase spend in restaurants, cafes and shops extending the towns season, as well as increasing employment potential for local people".

The Highland Council will also benefit from this work to be carried out as it will encourage further bookings for cruise ships which bring a good income to the Council. Since the Fort William Pontoons were installed The Highland Council has received £78k and we anticipate that figure increasing by a further £62k should all the cruise ships scheduled to visit Fort William actually do come during 2021.

SECTION 2: CONTACT DETAILS

2.1	Main contact name	
	Contact number	
	Alternative contact number	

2.2 Position

2.3 Address	
Postcode	

2.4 Email address	
2.5 Website address	www.fwmisc.co.uk

SECTION 3: ORGANISATION DETAILS

3.1 Organisation Status	Please indicate (x)	Organisation number
Company limited by guarantee		
Constituted Group		
Public Body		
Private Business		
Charity		
SCIO		
Other (please specify)	Community Interest Company	SC529964

3.2 Are you VAT Registered? (delete as appropriate)	YES		
3.3 If you are registered for VAT please quote number	366 1674 76		
3.4 Is the VAT related to the project being reclaimed from HMRC (x) <i>please provide any relevant details in the box below, details of exemptions etc.</i>	Wholly	Partially	None
	X		

Notes:

3.5 Key Project Personnel - please list personnel involved in this project detailing their skills to be involved	
Name and position in organisation	Skills/Area of work
James Kennedy, Director	Practical knowledge of building works & has many local contacts
Hamish Loudon, Director	Retired experienced naval officer with great knowledge of the waves, water and current conditions of Loch Linnhe
Sarah Kennedy, Company Secretary & Director	Financial services and secretarial duties
Finlay Finlayson, Committee Member	Local business owner and entrepreneur providing knowledge from previous attempts to develop the FW waterfront
Charles Cran-Crombie, Committee Member	Local boat owner with commercial experience of running his own business

SECTION 4: PROJECT DETAILS

4.1 Where will the project be happening? (Please include postcode)

Area north of the existing Fort William Pontoons along the waterfront in Fort William. Postcode is PH33 6ED.

4.2 Project summary. Please summarise your project as concisely as possible:**(a) What need or opportunity will your project address? How do you know that there is local support for the approach you are taking?**

Our project is to carry out the dredging north of the existing Fort William Pontoons. A number of local yacht owners have experienced issues coming onto the existing Fort William Pontoons at low water particularly at the low spring tides when they have hit the seabed and been unable to gain access to shore. This was also a big issue when the Braemar cruise ship was in port and their tenders (which had a deeper draught than other ships tenders) became grounded at low water and we ended up with over 200 passengers and crew having to wait in a queue in the West End Car Park until the tide changed and they were able to resume tendering back to the ship again.

This is just one phase of the bigger project to extend the Fort William Pontoons. We know from discussions with locals and visitors alike that this facility is sorely needed in particular to service the influx of visitors that we are all expecting in the Highlands once lockdown is lifted. There is no other alongside berthing in Upper Loch Linnhe to provide this service for visitors. Fort William is the only town on the West coast of Scotland which does not utilise its Loch. This project will be the start of the transformation of the area.

As per the attached letters of support we have significant support from locals, councillors, our MSP, our MP and the cross party group on Recreational Boating and Marine Tourism.

(b) Project Summary and main activities

This project is to enable the flattop barge, long reach excavator, splithopper barge & tug to be mobilised to/from site, to carry out 3,000m³ dredging works and carry out mid and post dredge surveys.

We will be transferring the dredged material into the area between the Puffer Pier and Slipway to reclaim that area of the foreshore with the aim to put portaloos initially with toilets & showers and ultimately put a building to provide these facilities on it for the users of the mini marina. The material will be held in position with the rock armour that has been funded by the Town Centre Funding that was awarded last month.

In January we obtained 4 huge concrete breakwaters (20m long x 3m wide x 2m high) which have been cleaned and are currently stored at Corpach Port. Once minor repairs have been carried out by local contractors they will be ready for installation into the Loch. We have applied for alternative funding for the anchors, chains, shackles and bridges and will be funding the rest of the project to get these breakwaters into the water from our own resources.

This plan is an amendment to our original planned project in order for us to get this facility up and running by May 2021 ready for the expected influx of visitors that will be coming to the Highlands once lockdown is eased.

(c) In development of your project, please detail how you have considered the following:

Environmental impact:

- As part of the Marine Licence Application we had to take 3 core samples from within the area and get them analysed at a laboratory to show that there are no contaminants in the dredge material.
- We have also prepared a Best Practicable Environmental Option report which has considered all options for the disposal of this material. The best option is to put the material to good use and reclaim the foreshore between the Puffer Pier and Slipway.
- By providing the extension to the Fort William Pontoons it will reduce the use of the A82 and visitors travelling by road thus encouraging the use of more environmentally friendly methods of transport by water and thus have less of a negative impact on the environment.

Equalities impact/issues

- This project will enable all groups whether they be local or visitors to have overnight accommodation to stay in Fort William and explore the area as well as enjoy all that the area offers.

We have done our best to involve people and groups in engagement at the earliest opportunity and in particular at the Public Consultation on 04/11/2016.

We extended the time that the public consultation was held (from 14:00 to 20:00 hours) to enable any interested parties to give their responses. We also ensured that the location was chosen (Lime Tree Hotel) for its accessible facilities so that all would be able to attend the consultation as it was held on the ground floor and had disabled access.

We have carried out presentations to various groups including Fort William Town Team, CPG for Recreational Boating and Marine Tourism, Inverness Chamber of Commerce, Shopmobility, Alex Angels, Friends Together, University of Highlands & Islands, Lochaber Transport Forum, Lochaber High School, FW2040, Achintore Moorings Owners Association, Thomas Telford Corpach Marina and Lochaber Yacht Club. This has enabled us to involve groups with protected characteristics and people who might feel excluded from participating due to disadvantage relating to social or economic factors about our plan and gave an opportunity in a variety of settings to invite feedback.

These presentations have ensured that a wide range of opinions, including minority and opposing views, are valued and taken on board in the engagement process.

The bridges connecting the breakwaters to the existing pontoons will be wide enough for wheelchairs.

We have taken on board the suggestions given by the Lochaber Disability Access Panel with regard to visual colour definition at the edges of the pontoons and on railings, the mooring cleats to be clearly identifiable, non-slip surfaces on the walkways and handrails on the ramps.

(d) Who will benefit from your project?

All users of the Loch will benefit from this project as it will be a huge step towards the extension to the pontoons project being realised. It will benefit locals as well as visitors and the rest of the local area. The resulting income will bring significant economic impact to the area as shown in the letters of support thus benefitting the retailers, tourism support services, tourism activity providers and many others in the area. The existing Fort William Pontoons have brought an economic impact of at least £924k in the 4 years that they have been in situ - by expanding the Pontoons it is anticipated that this will increase significantly.

(e) How will your project be continued after HCCF funding and/or what will the lasting benefits of the project be?

Once this particular phase of the project is complete (namely the dredging) we will be able to put the 4 concrete breakwaters that we have into position in the water thus extending the existing

pontoons significantly and creating a mini marina for people to use. It will provide a focal point for people to look at activity on the water and encourage folk to dwell in Fort William for longer.

It will provide a location for Fort William SeaTours to carry out their tours thus helping local business. It will also provide a location for Loch Lomond Seaplanes to come alongside and carry out their proposed scheduled flights and scenic flights from the pontoons.

We have also been approached by two separate local entrepreneurs who wish to start boat trips from the pontoons - one providing fishing trips and the other wildlife tours.

This facility will be maintained by the dedicated team of volunteers who currently manage and maintain it. The funds received from the marine tourists will pay for it's maintenance as well as a part-time Marina Manager thus increasing the employment opportunities in this area.

Once this main project has been completed we will continue to develop our plans to expand the marina further.

(f) Please outline how your project fits with other local plans or strategies

The main project to Extend the Fort William Pontoons fits with the following plans:

1. Fort William Town Centre Action Plan - Theme 4: Maximise the potential of the waterfront
2. Fort William 2040 - Delivery 10. Town Centre Waterfront
3. West Highland and Islands Local Development Plan - Placemaking and in section 4. FW21: Fort William Waterfront
4. Lochaber Priorities - Priority E Marine Infrastructure in which FWMSCIC is the lead partner
5. Being a partner to assist SSE with the disposal of 4m tonnes of rock from the Coire Glas Hydro Pump Storage scheme and help to transform FW Waterfront

All these plans are highlighting how the Fort William Waterfront needs to improve and encourage people to dwell longer and enjoy the amazing views and activities that can be carried out on the Loch. Having easily accessible pontoons will be another step towards achieving this.

4.3 Does your project require planning permission or any statutory regulatory requirement or consent? (delete as appropriate)

YES

If YES, please detail

Type	Steps Taken	Date
Planning Permission	Received	20/08/2020
Deposit Marine Licence	Received	02/10/2017
Construction Marine Licence	Submitted	04/12/2020
Dredging Marine Licence	Submitted	04/12/2020
Lease for foreshore - Crown Estate	Received	01/10/2020
Lease for foreshore - Transport Scotland	Received	18/11/2020
Lease for Access - The Highland Council	Received	11/03/2020

SECTION 5: BUDGET

This can be provided in a separate excel spreadsheet if you prefer. Please delete the example below before completing this form.

5.1		
Budget Heading	Detailed cost	Amount
Dredging	Mobilisation to/from site of a flattop barge, long reach excavator, splithopper barge & tug, to carry out 3,000m3 dredging works and carry out mid and post dredge surveys.	£105,570
TOTAL PROJECT COST		£105,570

SECTION 6 - MATCH FUNDING

6.1 Please give details of any other funders that will contribute to the project:			
Name	Confirmed Yes/No	Date (month/yr)	Amount£
FWMSCIC own funds	Yes		£5,570
Total £			5,570
Please detail HCCF Grant requested £			100,000
(This should total project costs section 5) Total£			105,570

6.2 Will your project involve any "in kind" support?	
YES	The volunteers of FWMSCIC give their time for nothing for the good of the community.
Please detail:	<p>The directors are volunteers and give their time in working with local suppliers to achieve the projects success.</p> <ul style="list-style-type: none"> - James Kennedy will be on site during the dredging process supporting the other contractors with the co-ordination of the deposit and spreading of the dredge material together with the delivery of and depositing of the rock armour to keep the material in place. - Sarah Kennedy will be ensuring that the financial and administrative aspects of the project are kept on track together with making sure communication is clear between other marine users and all contractors and parties concerned with the project. - Hamish Loudon will be assisting with the weather and tidal forecasts to make sure that everything is run safely and as efficiently as possible.

SECTION 7 - BUSINESSES AND REVENUE GENERATION PROJECTS

For all business applications or projects that will generate revenue you **MUST** submit a business plan to accompany your application. Please also complete the following:

7.1 Have you had any support from other organisations in developing your project:	
Business Gateway	No
HIE	No
Other (please detail)	No

7.2 Have you previously received public funds for your business/organisation?	
Yes	<input checked="" type="checkbox"/>
No	<input type="checkbox"/>

If yes, please provide further details:

List of Public Funds received

<u>Date</u>	<u>Organisation</u>	<u>Amount</u>	<u>Comments</u>
07/03/2014	Highland Council	2500.00	Drawings for Liner berth

10/07/2014	Fort William Community Council	2400.00	Drawings for Liner berth
01/09/2015	Grant from Highland Council	3130.00	Marine Licence Application 01/02/2016
	Town Centre Communities Capital Fund - Claim 1	115534.80	Pontoons, bridge and associated works
11/02/2016	Town Centre Communities Capital Fund - Claim 2	12000.00	Pontoons, bridge and associated works
22/02/2016	Highland Council - Wave Study funding	5520.00	Wave Study
23/03/2016	Town Centre Communities Capital Fund - Claim 3	22465.20	Pontoons, bridge and associated works
05/08/2016	HIE Funding	20000.00	Shelter, Noticeboard
17/08/2016	Highland Council - extra costs from Gael Force	2050.00	Pontoons, bridge and associated works
22/05/2020	The Scottish Government - COVID-19 grant	23841.78	COVID-19 grant
19/06/2020	Funding Application to Town Centre Fund	25560.40	Canopy in Cameron Square
12/08/2020	The Highland Council	2450.40	Lighting for canopy in Cameron Square
17/07/2020	Funding Application to Town Centre Fund	2340.00	Lighting for canopy in Cameron Square
09/11/2020	Funding Application to Town Centre Fund	2169.60	Lighting for canopy in Cameron Square

SECTION 8 - SIGNATURE

I declare that the information contained in this application is correct to the best of my knowledge, that I have read the guidance notes and that I 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	Would the person named as main contact for this application please sign below		
	Signature: ,	Print: Sarah Kennedy	Date 6/10 /17

8.2	To be completed by the Chairperson or equivalent of your group or organisation (if different from above)		
	Signature: -	Print: Hamish Loudon	Date 26 Feb 2017

Attachments checklist. Please ensure you enclose copies of the following where appropriate.		Please Indicate (x)
1	Constitution or Articles and Memorandum	X
2	Committee Members or Directors List	X
3	Permissions - Planning etc	X
4	Policies - Child, Risk, Equal Opportunities etc	X
5	Confirmation of Match Funding if available	N/A
6	Bank Statement	X
7	Research/Evidence of Need and Demand	X (in business plan)
8	Business Plan	X
9	Insurance	X

For assistance completing this form please contact:

coastal.communities@highland.gov.uk

Please ensure you include your EOI reference number that was supplied to you with your application pack.

Highland Coastal Communities Fund – Application Assessment

File Reference:	169	Applicant Name:	Fort William Marina & Shoreline Community Interest Company	Organisation Type:	Community Interest Company
Project Title:	Dredging of Foreshore	Date application received:	26/02/21	Area Committee:	Lochaber

Project Summary					
Total eligible project costs (£)		105,570	Total HCCF funding sought (£)		100,000
Percentage HCCF grant intervention rate applied for (%)?		94.72%			
Estimated Start Date		01/04/21			
Estimated Finish Date		30/04/21			

Application Technical Check			
		Yes-No-N/A	Comments
1	Is HCCF grant requested within the Highland/local thresholds?	Yes	
	Has any work already started/costs been incurred prior to application?	No	
2	Does the project have to comply with any Statutory Regulatory Requirements?	Yes	
	Are the necessary planning consents/licences in place or applied for?	See Note	<ul style="list-style-type: none"> • Planning permission- obtained 20/08/20 • Deposit marine license- obtained 02/10/17- valid until 28/01/22 • Construction marine license- applied for 04/12/20- decision expected end March • Dredging marine license- applied for 04/12/20- decision expected mid- April <p>Both construction marine license and dredging license are essential for dredging works to proceed. Permissions obtained are on file.</p>
3	Is project activity being proposed, a public sector statutory duty?	No	

4	Is application organisation VAT registered? Has evidence to confirm VAT status been received?	Yes	https://www.tax.service.gov.uk/check-vat-number/known
5	Is the proposed activity/project within 5km of coastline or has applicant provided justification of benefit to coastal communities?	Yes	
6	Is the applicant an eligible business/organisation/person? Has applicant confirmed organisation type and appropriate registration?	Yes	https://find-and-update.company-information.service.gov.uk/search?q=SC529964
7	Will the project generate revenue? Has the applicant provided a business plan (if required)?	See note	This stage, if funded, will not directly generate revenue, but will help to facilitate future generation. A business plan is supplied.
8	Project fits with the following HCCF priority(ies) <ul style="list-style-type: none"> - Economic Recovery - Community Resilience - Mitigation of climate/ecological emergency - Rural Depopulation 	Economic Recovery.	
9	Is a full match funding package in place or applied for pending decision (written evidence provided)? If a match funding decision(s) is pending, what is the expected date of decision(s)?	See note	<p>Costs for dredging works alone are £105,570. This is based on a quote obtained. A second quote was obtained that was slightly cheaper, but applicants have provided justification for going with the £105K option. Applicants will meet short fall from own funds for the dredging element.</p> <p>Note however- dredging works are critically dependent on also being able to undertake in fill works at the same time (i.e. deposit of dredged materials in the area between the Puffer Pier and Old Slipway). Dredged materials will in fill this area and require to be held in place by rock armour. Funding is not secured for these works at time of assessment (12/03/21), and they are also dependent on granting of both dredging and construction marine licenses.</p> <p>Cost for infill works is estimated at £60,205.00. This is informed by a quote that still contains a number of estimates and assumptions. Funding for the infill works is to be covered by £29,478.00 Town Centre Fund and applicants have indicated that they would cover the estimated £30,727 shortfall. Town Centre Fund is not confirmed at this point (12/03/21). A final decision is expected by 25/03/21. Their decision will be informed by outcome of HCCF decision.</p>
10	Is the application form signed and dated by chair person or equivalent (authorised signatory)	Yes	

Assessment Criteria			
	Application has demonstrated:	RAG Status	Comments
11	Project Robustness	A	<p>Dredging element is dependent on funding being secured for infill works at same time. They have to take place simultaneously, in order for dredged materials to be deposited. It would not be viable for these to be deposited elsewhere and then moved at a future date. Licenses are not yet in place for either the dredging or the infill works.</p> <p>Match funding for infill works is not confirmed at this point- a decision is expected by 25/03/21 on Town Centre Fund £29,478.</p> <p>Costs for infill works are currently based on a single quote that contains a lot of estimates and assumptions at this point.</p>
12	Engagement & Support	G	Good evidence of this for the overall concept of an expanded pontoons facility/ marina, of which dredging is an essential element.
13	Meeting a Need of Demand/Market Demand	G	Clear local need and demand for extended provision for marine tourism and cruise ships.
14	Legacy & Exit Strategy	A	<p>Dredging cannot take place without associated in fill works, and at this stage, there is some uncertainty about their delivery, in terms of finance and permissions. The legacy of £100K HCCF investment would be deeper water, allowing a wider range of vessels to access existing pontoons. As infill works cannot take place without dredging, it would also see an area infilled and able to accommodate envisaged future facilities to support boats mooring in the area (temporary toilets, showers, and ultimately a dedicated new facilities building). A further key development, to really see increased capacity at the facility, is the installation of new breakwaters. The separate cost of this work is estimated at £75- £80K. £75K of funding has been applied for, and a decision is expected around 18th March.</p> <p>Business plan shows that an expanded marina would be a significant asset for the local area. Investment in dredging is an essential aspect for this to happen. However, at this stage, there are uncertainties as to what exactly the area would be left with, as a result of investing £100K, as additional elements are dependent on unconfirmed match funding and/or permissions at this point.</p>
15	Consideration of equalities issues/impacts	G	Good environmental consideration undertaken- key element of applications for marine licenses.
16	Environmental sustainability	G	Application evidences a good history of consideration of this issue, and an inclusive approach to consulting and promoting the overall development project

17	Value for Money	A	This is dependent on what legacy can be delivered in the short term. If breakwaters can also be installed, and dredging facilitates an increase in marine traffic using the facility, this investment would likely be rated green for value for money. There is uncertainty at this stage however as to how much additional benefit will directly be facilitated by a £100K investment. For this reason, I feel this category slips into Amber. Greater assurance as to costs would also be welcome, Infill works are on basis of a single quote at present, with some significant uncertainties. Dredging works are on basis of two quotes obtained. Scale of cost is such that it would usually require an open tender process.
18	Match funding	A	Match for the dredging element is confirmed, but not for infill works, which although not subject of this application, have to happen at same time.
19	Meets Local Priorities	A	Specifically, in terms of Lochaber Coastal Communities Funding priorities, the project is not technically in a remote rural area and its main purpose is not to alleviate current pressures caused by visitor numbers. The project does however meet wider local development priorities around tourism, marine infrastructure and development of the waterfront area.
20	Additionality	G	Without HCCF funding, the project would not be able to proceed as currently envisaged.
	Please indicate whether HCCF funding is required to: - Allow the project to proceed - Increase the scope of quality of the project - Accelerate the implementation of the project	Allow to proceed	
	Has loan finance been considered? Please explain why loan finance has not be considered a viable option:	See note	Overall development to a larger commercial stage is being undertaken on a staged basis. Commercial loan for dredging alone is not considered viable.
Procurement and RoC:			
21	Are all project costs eligible/essential?	Yes	Single cost of dredging, which in itself is essential to proposed development.
22	Have the project costs been sufficiently broken down and itemised?	Yes	
23	Have the recommended HCCF procurement requirements been met, where required? If not, what steps have been taken to judge whether costs are reasonable?	See note	Two quotes provided and justification for use of the larger one. Consideration would need to be given to any requirement to openly tender these works.
24	If the applicant is VAT registered, has VAT been removed from eligible project costs?	Yes	
25	Has the applicant received previous funding from public sources in the last three fiscal years?	Yes	

Document Checklist		
	Yes-No-N/A	Comments
Expression of Interest	No	Late stage application- EOI exempt.
Application technical assessment checklist	Yes	
Certified financial accounts:	Yes	https://find-and-update.company-information.service.gov.uk/company/SC529964/filing-history
Research / Evidence of need and demand	Yes	
Financial statement demonstrating need for public funding (if relevant) (e.g. letter from applicant/bank statements etc.)	See note	Commercial loan highly unlikely for dredging alone. Scale of cost is such that grant funding is required in order to deliver project.
Complete business plan (If relevant)	Yes	
Evidence of control/ownership of asset	Yes	Leases on file from relevant bodies
Job descriptions (and activity plan) for any post which funding is sought towards	N/A	
May apply:		
Current constitution or articles and memorandum	Yes	
Current committee members or directors' list	Yes	
Permissions – planning, building warrant etc.	See note	Planning permission and deposit marine license in place. Requires dredging and construction marine licenses.
Policies – equal opps Child protection (if relevant)	Yes	
Written confirmation/evidence of match funding (if available)	No	Require formal letter from applicant for file
Insurance	Yes	
Additional:		
Letters of support	Yes	
Partnership Agreement	N/A	
Other	See Note	<ul style="list-style-type: none"> • Plan showing dredging and infill areas • Plan showing proposed location of concrete breakwaters • Detailed costing spreadsheet • Business plan • Marine Scotland pre-application consultation report • Letters of support • Dredging and infill quotes

Recommended Conditions of Grant
Pre Approval Conditions
Pre Start Conditions
<ul style="list-style-type: none"> • Formal confirmation of dredging license and match funding for balance of dredging works • Formal confirmation of costs for in fill works, match funding, and construction license
Other Issues/Conditions

Assessed by:	Name:	Martin Culbertson
I can confirm that I have completed the eligibility checks as set out above.	Date:	12/03/21

Highland Coastal Communities Fund



- Please read the Application Form and the Guidance Notes completely before completion
- **No project should start or commit expenditure before receiving approval of grant**

SECTION 1: PROJECT SUMMARY

1.1 Organisation/applicant name	Bruce Boyd
1.2 Project title	Muck Community store

1.3 Total cost of project	Total cost of project	£14,000
	Match Funding	£
	Grant requested	£14,000

1.4 Estimated Start Date	01/08/2021
1.5 Estimated Finish Date	01/09/2021

1.6 Which of the following programme themes will your project meet?	
Economic Recovery	
Community Resilience	Self sufficient
Mitigation of climate/ecological emergency	
Rural de population	

How will your project benefit coastal communities or the coastal/marine economy?
<i>This project will mean that the community is not dependent on weather bound ferries during winter months nor dependent on orders being fulfilled with even basic staples</i>

SECTION 2: CONTACT DETAILS

2.1	Main contact name	
	Contact number	
	Alternative contact number	
2.2	Position	
2.3	Address	
	Postcode	
2.4	Email address	
2.5	Website address	Choc-ness.co.uk

SECTION 3: ORGANISATION DETAILS

3.1	Organisation Status	Please indicate (x)	Organisation number
	Company limited by guarantee		
	Constituted Group		
	Public Body		
	Private Business		
	Charity		
	SCIO		
	Other (please specify)	X	

3.2	Are you VAT Registered? <i>(delete as appropriate)</i>	NO		
3.3	If you are registered for VAT please quote number			
3.4	Is the VAT related to the project being reclaimed from HMRC (x) <i>please provide any relevant details in the box below, details of exemptions etc.</i>	Wholly	Partially	None

Notes:

3.5	Key Project Personnel – please list personnel involved in this project detailing their skills to be involved			
	Name and position in organisation	Skills/Area of work		
	All fitting and services done by community			

SECTION 4: PROJECT DETAILS

4.1 Where will the project be happening? *(Please include postcode)*

PH41 2RP

4.2 Project summary. Please summarise your project as concisely as possible:

To provide general store items and basic staples to the local community

- * The store looks to become an eco friendly hub for muck residents
- * As much product possible will be bulk self dispensed items
- * As a community store it will be run and maintained on a rota basis
- * It aims to be non profit for the benefit of residents
- * It will not stock Alcohol or Tobacco items

(a) In development of your project, please detail how you have considered the following:

- Environmental impact: self dispensed less packaging
- Equalities impact/issues this project is all inclusive and will benefit any residents on lower incomes or seasonal employment.

(b) Who will benefit from your project?

Community and visitors

(c) How will your project be continued after HCCF funding and/or what will the lasting benefits of the project be?

Store will be self sufficient and community maintained upon completion		
<p>(d) Please outline how your project fits with other local plans or strategies</p> <p>This store will be a much needed milestone for Muck residents</p>		
4.3 Does your project require planning permission or any statutory regulatory requirement or consent? (delete as appropriate)		NO
If YES, please detail		
Type	Steps Taken	Date

SECTION 5: BUDGET

This can be provided in a separate excel spreadsheet if you prefer. Please delete the example below before completing this form.

5.1		
Budget Heading	Detailed cost	Amount
Paint		£300
Flooring		£1200
Refrigeration		£4000
Shelving		£1500
Lighting		£800
Dispensers		£3000
Timber		£300
Miscellaneous		£2000
Vent		£900
TOTAL PROJECT COST		£14,000

SECTION 6 – MATCH FUNDING

6.1 Please give details of any other funders that will contribute to the project:			
Name	Confirmed Yes/No	Date (month/yr)	Amount £
Total £			
Please detail HCCF Grant requested £			14000
(This should total project costs section 5) Total £			

6.2 Will your project involve any “in kind” support?	
NO	
Please detail:	

SECTION 7 – BUSINESSES AND REVENUE GENERATION PROJECTS

For all business applications or projects that will generate revenue you **MUST** submit a business plan to accompany your application. Please also complete the following:

7.1 Have you had any support from other organisations in developing your project:	
Business Gateway	
HIE	
Other (please detail)	

7.2 Have you previously received public funds for your business/organisation?	
Yes	
No	X

If yes, please provide further details:

SECTION 8 – SIGNATURE

I declare that the information contained in this application is correct to the best of my knowledge, that I have read the guidance notes and that I 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 Would the person named as main contact for this application please sign below		
Signature:	Print: Bruce Boyd	Date 26/02/21

8.2 To be completed by the Chairperson or equivalent of your group or organisation (if different from above)		
Signature:	Print: Bruce Boyd	Date

Attachments checklist. Please ensure you enclose copies of the following where appropriate.		Please Indicate (x)
1	Constitution or Articles and Memorandum	
2	Committee Members or Directors List	
3	Permissions – Planning etc	
4	Policies – Child, Risk, Equal Opportunities etc	
5	Confirmation of Match Funding if available	
6	Bank Statement	
7	Research/Evidence of Need and Demand	
8	Business Plan	
9	Insurance	

For assistance completing this form please contact:

coastal.communities@highland.gov.uk

Please ensure you include your EOI reference number that was supplied to you with your application pack.

Highland Coastal Communities Fund – Application Assessment

File Reference:	170	Applicant Name:	Bruce Boyd	Organisation Type:	Private Individual
Project Title:	Muck Community Store	Date application received:	26/02/21	Area Committee:	Lochaber

Project Summary			
Total eligible project costs (£)	14,000	Total HCCF funding sought (£)	14,000
Percentage HCCF grant intervention rate applied for (%)?	100%		
Estimated Start Date	01/08/21		
Estimated Finish Date	01/09/21		

Application Technical Check			
		Yes-No-N/A	Comments
1	Is HCCF grant requested within the Highland/local thresholds?	Yes	
	Has any work already started/costs been incurred prior to application?	No	
2	Does the project have to comply with any Statutory Regulatory Requirements?	See note	Applicant has indicated “no” to this question. Proposal involves conversion of an out building at the Tea Room on Muck, to operate as a community store. Would advise that confirmation of the planning position is obtained/ supplied.
	Are the necessary planning consents/licences in place or applied for?	See note	See above
3	Is project activity being proposed, a public sector statutory duty?	No	
4	Is application organisation VAT registered? Has evidence to confirm VAT status been received?	No	Current applicant status private individual
5	Is the proposed activity/project within 5km of coastline or has applicant provided justification of benefit to coastal communities?	Yes	

6	Is the applicant an eligible business/organisation/person? Has applicant confirmed organisation type and appropriate registration?	See note	Applicant is private individual- but application is for a non-profit set up. In order to secure 100% grant, the applicant would need to set up an appropriately constituted not for profit organisation. This would need to be condition of grant.
7	Will the project generate revenue? Has the applicant provided a business plan (if required)?	See note	Yes, will generate revenue- no business plan with application- I have queried position with applicant
8	Project fits with the following HCCF priority(ies) - Economic Recovery - Community Resilience - Mitigation of climate/ecological emergency - Rural Depopulation	Community resilience	
9	Is a full match funding package in place or applied for pending decision (written evidence provided)? If a match funding decision(s) is pending, what is the expected date of decision(s)?	See note	100% HCCF request
10	Is the application form signed and dated by chair person or equivalent (authorised signatory)	Private Individual	

Assessment Criteria

	Application has demonstrated:	RAG Status	Comments
11	Project Robustness	R	<p>No business plan supplied. Application form very light on detail. States "All fittings and services done by community"- No evidence of how this pledge is backed up. Project summary in application is one sentence. Application is from a private individual- would require to be appropriately constituted or conditioned to run as a "not for profit" operation. If private profit occurs, the application should only be eligible for 50% support from HCCF.</p> <p>Unclear how costs have been arrived at in application- believe the individual has costed the proposal but not clear how. Form itself gives no detail of the location of the shop but this is mentioned in the e-mail submission. Location is to be Muck Tearoom Buildings which the applicant leases. Proposal involves conversion of an out building. No formal confirmation that tearoom owners have consented to this project though applicant states they are supportive.</p> <p>Overall project is likely one that would indeed benefit the community and have support, but application itself is very light on detail and evidence. May benefit from a revised submission with greater time taken, more assistance, and supporting evidence particularly a business plan, which was requested but has not been provided.</p>

12	Engagement & Support	A	Only very limited anecdotal evidence in application. It is likely there is support for such a project, but on basis of information submitted, weak evidence provided.
13	Meeting a Need of Demand/Market Demand	A	Again, likely that there is a demand, but very weak evidence to accompany application and no business plan submitted
14	Legacy & Exit Strategy	R	No business plan or projections submitted to assess. Application just states "Store will be self-sufficient, and community maintained upon completion".
15	Consideration of equalities issues/impacts	A	Some consideration provided
16	Environmental sustainability	A	Limited information provided
17	Value for Money	A	Unclear how costs have been arrived at and lack of business plan makes it hard to assess future viability and hence legacy/ value for money
18	Match funding	G	100% request so no match funding issues.
19	Meets Local Priorities	A	Remote rural location. Likely it is a priority, but no real supporting evidence provided to back this up. Application light on detail and anecdotal evidence at best.
20	Additionality	G	Project cannot proceed without HCCF funding
	Please indicate whether HCCF funding is required to: - Allow the project to proceed - Increase the scope of quality of the project - Accelerate the implementation of the project	To Proceed	
	Has loan finance been considered? Please explain why loan finance has not be considered a viable option:	See note	Commercial loan not viable if not for profit operating model. Possibly query why Social Investment Scotland or similar funding not considered.
Procurement and RoC:			
21	Are all project costs eligible/essential?	See note	Sought detail on "miscellaneous"- contingency for possible new electric meter. Cost items listed appear reasonable- would benefit from formal quotes.
22	Have the project costs been sufficiently broken down and itemised?	See note	As above
23	Have the recommended HCCF procurement requirements been met, where required? If not, what steps have been taken to judge whether costs are reasonable?	See note	Costed by applicant- basis not clear from application.
24	If the applicant is VAT registered, has VAT been removed from eligible project costs?	N/A	
25	Has the applicant received previous funding from public sources in the last three fiscal years?	No	

Document Checklist		
	Yes-No-N/A	Comments
Expression of Interest	No	Late stage application- EOI exempt.
Application technical assessment checklist	Yes	
Certified financial accounts:	No	
Research / Evidence of need and demand	No	
Financial statement demonstrating need for public funding (if relevant) (e.g. letter from applicant/bank statements etc.)	No	
Complete business plan (If relevant)	No	
Evidence of control/ownership of asset	No	
Job descriptions (and activity plan) for any post which funding is sought towards	N/A	
May apply:		
Current constitution or articles and memorandum	No	
Current committee members or directors' list	No	
Permissions – planning, building warrant etc.	N/A	
Policies – equal opps Child protection (if relevant)	No	
Written confirmation/evidence of match funding (if available)	N/A	
Insurance	No	
Additional:		
Letters of support	No	
Partnership Agreement	See note	Any award would require evidence of tearoom owner consent
Other	No	No other attachments

Recommended Conditions of Grant
Pre Approval Conditions
Pre Start Conditions
Other Issues/Conditions

Assessed by:	Name:	Martin Culbertson
I can confirm that I have completed the eligibility checks as set out above.	Date:	12/03/21

Highland Coastal Communities Fund



- Please read the Application Form and the Guidance Notes completely before completion
- **No project should start or commit expenditure before receiving approval of grant**

SECTION 1: PROJECT SUMMARY

1.1 Organisation/applicant name	Isle of Canna Community Development Trust
1.2 Project title	Coroghan Barn Redevelopment - Feasibility Study

1.3 Total cost of project	Total cost of project	£35,000
	Match Funding	£20,000
	Grant requested	£15,000

1.4 Estimated Start Date	May 2021
1.5 Estimated Finish Date	December 2021

1.6 Which of the following programme themes will your project meet?	
Economic Recovery	Yes
Community Resilience	
Mitigation of climate/ecological emergency	
Rural de population	

How will your project benefit coastal communities or the coastal/marine economy?
<p>The project will result in 100 m² of existing floor space being brought back into use as community events space, and 152 m² brought back into use as business space and ancillary facilities. It will also create 322m² of new floor space comprising budget visitor accommodation.</p> <p>The financial projections indicate that there is scope for a budget visitor accommodation operation on Canna to generate modest surplus income for the community, based on typical occupancy rates and average prices for the sector. At an average overall occupancy rate of 33% the total number of visitor bed-nights per annum would be 2,410. This should be quite achievable given Canna's recent pre-Covid visitor numbers of 10,000 – 15,000, with very limited over-night accommodation options.</p>

This could be generating an income of around £9,000 per annum for community development projects. At that level visitor spend could be worth an extra £70,000 per annum into the local economy with an average visitor spend of £30 per day.

The facility should directly create 1.2 FTE jobs through the bunkhouse operation, and create or retain another 2.5 FTE through new or expanded local SMEs housed in the business spaces. These numbers are significant within the economy on Canna. In addition spin-off opportunities for other local businesses through provision of services to increased numbers of visitors would be expected to lead to further indirect employment and income within the local economy. Another 2.5 – 3 FTE jobs might be expected over time. The project has been conceived and led by the community through IoCCDT working in partnership with the National Trust for Scotland.

SECTION 2: CONTACT DETAILS

2.1 Main contact name	
Contact number	
Alternative contact number	
2.2 Position	
2.3 Address	
Postcode	
2.4 Email address	
2.5 Website address	Theisleofcanna.com

SECTION 3: ORGANISATION DETAILS

3.1 Organisation Status	Please indicate (x)	Organisation number
Company limited by guarantee	X	SC447755
Constituted Group		
Public Body		
Private Business		
Charity		
SCIO		
Other (please specify)	Charity	046276
3.2 Are you VAT Registered? (delete as appropriate)	YES / NO	
3.3 If you are registered for VAT please quote number	NO	
3.4	Wholly	Partially None

Is the VAT related to the project being reclaimed from HMRC (x) <i>please provide any relevant details in the box below, details of exemptions etc.</i>				X
Notes: We are currently taking specialist VAT advice on our future VAT position w.r.t. the capital project				
3.5 Key Project Personnel – please list personnel involved in this project detailing their skills to be involved				
Name and position in organisation		Skills/Area of work		
Andrew Prendergast, Development Manager		RICS, Project Manager		
Geraldine MacKinnon, Chairperson		Canna Farm Manager,		
Isebail MacKinnon, Board member		Fundraiser and business consultant		

SECTION 4: PROJECT DETAILS

4.1 Where will the project be happening? (Please include postcode)
Isle of Canna, PH44 4RS

4.2 Project summary. Please summarise your project as concisely as possible:

<p>(a) What need or opportunity will your project address? How do you know that there is local support for the approach you are taking?</p> <p>The redevelopment of Coroghan Barn, a derelict 18th Century Lochaber 'Bank Barn' will see a much-loved historic (B Listed) building brought back into economic use, providing a catalyst for the regeneration of Canna, coming at a time when the community and NTS are working in partnership to boost the island's population with new affordable housing. By providing facilities for community life and economic opportunities it can contribute meaningfully to Canna's regeneration. This has been a long-standing project prioritised by the community and NTS in successive management plans for Canna.</p>
--

<p>(b) Project Summary and main activities</p> <p>With funding from NTS and the Architectural Heritage Fund (AHF) IoCCDT have just completed the first stage of the Coroghan Barn project; a building condition survey, redevelopment options, initial concept design, business plan and budget cost. We now need to progress with a full feasibility study for our preferred option - redevelopment to provide a mixed use facility owned and operated by the community. This will confirm our proposals for the consolidation and repair of the historic structure, and produce detailed designs which can be submitted for planning consideration. We will need to appoint a team of professional consultants including some with specialist experience in the conservation of historic buildings.</p> <p>Our scheme envisages a fully repaired and consolidated barn structure housing a mix of community and business activities, linked to a new modern extension, providing comfortable budget accommodation for some of Canna's 15,000 annual visitors. The modern accommodation wing will be carefully designed and sited so as not to overwhelm the historic structure, complimenting its rough vernacular form, while taking full advantage of the spectacular setting and views.</p>

Owned and operated by the community, it will deliver a range of social, economic and heritage outcomes, creating direct and indirect employment. The attached business plan shows that the 20 bed bunkhouse style accommodation should generate sufficient profit in a normal season to maintain the building for the foreseeable future. There is also scope to generate a modest surplus towards community development projects.

In the original barn a comfortable open events space will allow the community to hold meetings, events, training sessions and performances. It will also work flexibly with the adjoining accommodation to allow small conferences, symposia and enable Canna to host private functions and specialist study trips. The barn will also provide rented business space for new and expanding SMEs boosting Canna's economic activity and employment.

The completed facility will be owned by the community, and operated by IoCCDT through a trading subsidiary

(c) In development of your project, please detail how you have considered the following:

- Environmental impact:

We intend to use the highest level of energy efficient building design possible, and utilise Canna's own renewable electricity from our island mini-grid.

- Equalities impact/issues

The facilities will be open and available to all users and members of the public. Disabled access facilities will be incorporated as far as possible.

(d) Who will benefit from your project?

All current and future residents of Canna, through improved social and community facilities, as well as better opportunities for employment and self-employment. Also visitors to the island, averaging 10,000 - 15,000 per annum.

(e) How will your project be continued after HCCF funding and/or what will the lasting benefits of the project be?

We have a project development and funding strategy for the main capital requirement (£2.52m) which includes heritage bodies, economic development agencies and social enterprise funders. Upon completion, the facility will be self-sustaining, generating income to maintain itself, and potentially some surplus for re-investment in the community.

Lasting benefit will be as part of the wider regeneration strategy for Canna, boosting opportunities for people to live and work on the island.

(f) Please outline how your project fits with other local plans or strategies

Canna sits within the Small Isles National Scenic Area (NSA) and as such special attention must be paid to safeguarding and enhancing its character and appearance.

Canna is covered by both the Highland-wide and the West Highlands & Islands development plans. There is no specific community plan for Canna, but NTS do have a 'Conservation and Management Plan' for the island which prioritises the reuse of existing traditional buildings.

The community's own Canna Development Plan lists Coroghan Barn as one of the priority projects for the island's regeneration.

General planning policies apply which encourage the reuse of redundant traditional buildings, subject to guidance on preserving historic fabric and character. As a 'B' listed structure, Coroghan Barn is considered a 'locally and regionally important feature' under the Highland-wide plan. The Highland Council's policy (Policy 57) on such features is to allow development if it can be satisfactorily demonstrated that it will not have an unacceptable impact on the natural environment, amenity and heritage resource.

4.3 Does your project require planning permission or any statutory regulatory requirement or consent? (delete as appropriate)			YES
If YES, please detail			
Type	Steps Taken	Date	
Pre-planning Advice	Discussion with HC historic bldgs officer	February 2021	
Pre-planning application	Will be part of this feasibility work	2021	

SECTION 5: BUDGET

5.1		
Budget Heading	Detailed cost	Amount
<i>Professional Team</i>	<i>Will require tender procurement</i>	<i>TBC</i>
Structural Engineer	Advice from conservation accredited specialist	5500
Surveyor	Historic buildings specialist	2500
Architect	Conservation specialist	15000
M & E Engineer	Renewable heat and energy specialist	3500
Quantity Surveyor	QS with island working experience	2000
Planning Fee (PPA)		800
VAT	Non-recoverable (currently)	5700
TOTAL PROJECT COST		£35,000

SECTION 6 – MATCH FUNDING

6.1 Please give details of any other funders that will contribute to the project:			
Name	Confirmed Yes/No	Date (month/yr)	Amount £
Architectural Heritage Fund	Expected	May 2021	15,000
National Trust for Scotland	Yes	January '21	2,500
IoCCDT (own funds)	Yes	February '21	2,500
Total £			20,000
Please detail HCCF Grant requested £			15,000
(This should total project costs section 5) Total £			35,000

6.2 Will your project involve any “in kind” support?	
YES	
Please detail:	Project management services provided by IoCCDT Development Manager

SECTION 7 – BUSINESSES AND REVENUE GENERATION PROJECTS

For all business applications or projects that will generate revenue you **MUST** submit a business plan to accompany your application. Please also complete the following:

7.1 Have you had any support from other organisations in developing your project:	
Business Gateway	
HIE	HIE are aware and may consider support
Other (please detail)	Architectural Heritage Fund - Viability Grant

7.2 Have you previously received public funds for your business/organisation?	
Yes	X
No	

If yes, please provide further details: £10,000 in August 2017 from Highland Council towards construction of new road on Sanday.

£7,500 from AHF for Coroghan Barn Project Viability awarded April 2020 (yet to claim)

SECTION 8 – SIGNATURE

I declare that the information contained in this application is correct to the best of my knowledge, that I have read the guidance notes and that I 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 Would the person named as main contact for this application please sign below		
Signature: A. Prendergast	Print: Andrew Prendergast	Date: 03.03.21

8.2 To be completed by the Chairperson or equivalent of your group or organisation (if different from above)		
Signature: G. MacKinnon	Print: Geraldine MacKinnon	Date: 03.03.21

Attachments checklist. Please ensure you enclose copies of the following where appropriate.		Please Indicate (x)
1	Constitution or Articles and Memorandum	X
2	Committee Members or Directors List	X
3	Permissions – Planning etc	N/a
4	Policies – Child, Risk, Equal Opportunities etc	N/a
5	Confirmation of Match Funding if available	N/a
6	Bank Statement	X
7	Research/Evidence of Need and Demand	X
8	Business Plan	X
9	Insurance	N/a

For assistance completing this form please contact:

coastal.communities@highland.gov.uk

Please ensure you include your EOI reference number that was supplied to you with your application pack.

Highland Coastal Communities Fund – Application Assessment

File Reference:	172	Applicant Name:	Isle of Canna Community Development Trust	Organisation Type:	Company Limited by Guarantee/ Charity
Project Title:	Coroghan Barn Redevelopment - Feasibility Study	Date application received:	03/03/21	Area Committee:	Lochaber

Project Summary			
Total eligible project costs (£)	35,000	Total HCCF funding sought (£)	15,000
Percentage HCCF grant intervention rate applied for (%)?	42.86%		
Estimated Start Date	May 2021		
Estimated Finish Date	December 2021		

Application Technical Check			
		Yes-No-N/A	Comments
1	Is HCCF grant requested within the Highland/local thresholds?	Yes	
	Has any work already started/costs been incurred prior to application?	No	
2	Does the project have to comply with any Statutory Regulatory Requirements?	See note	Planning permission would be required for any future capital works. A pre-planning application will form part of this feasibility study.
	Are the necessary planning consents/licences in place or applied for?	N/A	
3	Is project activity being proposed, a public sector statutory duty?	No	
4	Is application organisation VAT registered? Has evidence to confirm VAT status been received?	No	

5	Is the proposed activity/project within 5km of coastline or has applicant provided justification of benefit to coastal communities?	Yes	
6	Is the applicant an eligible business/organisation/person? Has applicant confirmed organisation type and appropriate registration?	Yes	https://find-and-update.company-information.service.gov.uk/company/SC447755
7	Will the project generate revenue? Has the applicant provided a business plan (if required)?	No	
8	Project fits with the following HCCF priority(ies) - Economic Recovery - Community Resilience - Mitigation of climate/ecological emergency - Rural Depopulation	Economic recovery	
9	Is a full match funding package in place or applied for pending decision (written evidence provided)? If a match funding decision(s) is pending, what is the expected date of decision(s)?	No	<ul style="list-style-type: none"> Architectural Heritage Fund- £15,000 application to be determined May 2021 NTS £2,500 approved- need copy of confirmation loCCDT own funds- £2,500- yes
10	Is the application form signed and dated by chair person or equivalent (authorised signatory)	Yes	

Assessment Criteria

	Application has demonstrated:	RAG Status	Comments
11	Project Robustness	A	£15K of match funding is not yet confirmed. Note that the funder in question, the Architectural Heritage Fund ,have supported an earlier phase of works, so this may be encouraging. Costs require to be tendered, but applicants will have to work within available budget. Good foundations in place for this next technical stage of the overall study into re-development of the barn. With funding from NTS and the Architectural Heritage Fund, loCCDT have just completed the first stage of the Coroghan Barn project; a building condition survey, redevelopment options, initial concept design, business plan and budget cost. This shows a good basis for ongoing study and clear commitment to the overall vision.
12	Engagement & Support	G	Project has been an aspiration for the community on Canna for many years, prioritised by the community and NTS in successive management plans for Canna. I am aware of this personally from previous work with the Canna Community and visits with NTS staff to the building.

13	Meeting a Need of Demand/Market Demand	G	Clear need for local revenue generation on Canna, visitor accommodation and space for new businesses.
14	Legacy & Exit Strategy	G	Study is a self-contained piece of work that in itself does not require an exit strategy. Potential legacy of a new community facility is a strong one, and an investment of £15K has potential to lead to good future community benefit opportunities.
15	Consideration of equalities issues/impacts	G	Clear commitment stated in application.
16	Environmental sustainability	G	Study will inform this consideration with regard to the proposed development works. Clear commitment to take this into account in future building design.
17	Value for Money	G	Relatively small investment has potential to aid the delivery of a much larger project which will have long term benefits for the community.
18	Match funding	A	£15K of match funding is not yet confirmed. Note that the funder in question, the Architectural Heritage Fund ,have supported an earlier phase of works, so this may be encouraging.
19	Meets Local Priorities	G	The overall development of the barn has been a priority project for the local community for a long time.
20	Additionality	G	HCCF match funding required for the project to proceed.
	Please indicate whether HCCF funding is required to: - Allow the project to proceed - Increase the scope of quality of the project - Accelerate the implementation of the project -	To proceed	
	Has loan finance been considered? Please explain why loan finance has not be considered a viable option:	N/A	Commercial loan not a viable option for a feasibility study.
Procurement and RoC:			
21	Are all project costs eligible/essential?	Yes	
22	Have the project costs been sufficiently broken down and itemised?	Yes	
23	Have the recommended HCCF procurement requirements been met, where required? If not, what steps have been taken to judge whether costs are reasonable?	See note	Applicant confirmed- "The costs for the feasibility study are estimates based on quotes from similar development projects, we still need to go to tender on these services".

24	If the applicant is VAT registered, has VAT been removed from eligible project costs?	N/A	
25	Has the applicant received previous funding from public sources in the last three fiscal years?	Yes	

Document Checklist

	Yes-No-N/A	Comments
Expression of Interest	No	Late stage application- EOI exempt.
Application technical assessment checklist	Yes	
Certified financial accounts:	Yes	Available on Companies House
Research / Evidence of need and demand	Yes	
Financial statement demonstrating need for public funding (if relevant) (e.g. letter from applicant/bank statements etc.)	Yes	
Complete business plan (If relevant)	Yes	
Evidence of control/ownership of asset	See note	Barn currently owned by NTS. Applicant notes that NTS have now agreed that IoCCDT should take forward the Coroghan Barn project, and consider appropriate long-term ownership. This would need to be resolved before any capital works were undertaken, but does not impact on this proposed Feasibility Study.
Job descriptions (and activity plan) for any post which funding is sought towards	N/A	
May apply:		
Current constitution or articles and memorandum	Yes	
Current committee members or directors' list	Yes	
Permissions – planning, building warrant etc.	N/A	
Policies – equal opps Child protection (if relevant)	See note	Not required for project activity to take place. Can set as condition of any grant as evidence of good practice.
Written confirmation/evidence of match funding (if available)	See note	Two funders confirmed but need copy of confirmations
Insurance	N/A	

Additional:		
Letters of support	No	No specific letters provided but well known that project has been a long term aspiration for the local community.
Partnership Agreement	N/A	
Other	See note	<ul style="list-style-type: none"> • Business Case • Proposed building plan

Recommended Conditions of Grant
Pre Approval Conditions
Pre Start Conditions
Other Issues/Conditions

Assessed by:	Name:	Martin Culbertson
I can confirm that I have completed the eligibility checks as set out above.	Date:	08/03/2021