

Agenda Item	9
Report No	NC/06/26

The Highland Council

Committee: Nairnshire

Date: 9 February 2026

Report Title: Community Regeneration Fund Assessment of Applications

Report By: Assistant Chief Executive - Place

1 Purpose/Executive Summary

1.1 To present current funding requests from the Community Regeneration Fund (CRF) allocation to the Nairnshire Committee for discussion and decision by Members.

2 Recommendations

2.1 Members are asked to:-

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

3 Implications

- 3.1 **Resource** – Nairnshire area has available funding of £57,601.05 from the current CRF allocation. Applications under consideration total £57,601.05 therefore there are no resource implications in approving the CRF funding award as requested.
- 3.2 **Legal** - 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 **Risk** - A balanced approach to risk is necessary when disbursing grant funds as sometimes it is necessary if a community led project is to proceed, to advance grant payment. Factors such as past knowledge of and project experience of the grant recipient, release of funds related to invoices/works completion certificates etc are considered in such assessments.
- 3.4 **Health and Safety (risks arising from changes to plant, equipment, process, or people)** - No risks arising directly from this report. Risks within projects are identified and managed on a project-by-project basis by the applicant organisation.
- 3.5 **Gaelic** - No risks arising directly from this report. Risks within projects are identified and managed on a project-by-project basis by the applicant organisation.

4 Impacts

- 4.1 In Highland, all policies, strategies or service changes are subject to an integrated screening for impact for Equalities, Poverty and Human Rights, Children's Rights and Wellbeing, Climate Change, Islands and Mainland Rural Communities, and Data Protection. Where identified as required, a full impact assessment will be undertaken.
- 4.2 Considering impacts is a core part of the decision-making process and needs to inform the decision-making process. When taking any decision, Members must give due regard to the findings of any assessment.
- 4.3 A separate screening for impact for each application is not required, however consideration of impacts for equalities, socio-economic impact and consideration of the impact on the individual community is part of the assessment criteria and included within the assessment report. This supports the decision-making process.

5 Background

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

5.2 Broad eligibility criteria for the fund is as follows:-

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

- Increasing community resilience.
- Tackling poverty & inequality.
- Addressing the causes of rural depopulation.
- Helping economic recovery & sustaining growth.
- Tackling the climate emergency and working towards net zero.

Projects should be able to demonstrate that they are:

- Sustainable/viable.
- Providing value for money.
- Providing additionality.
- Able to evidence positive impacts and wide community benefit.

5.3 Within Nairnshire, the following funding for 2025/26 is shown in the table below:-

HCCF – tranche 5	Revenue or Capital	£58,506.74
HCCF – tranche 6	Revenue or Capital	£59,536.16
PBIP (confirmed to date) 2025/26	Capital Only	£37,269.78

A total of £101,891.63 has been committed to date. Further to this, an underspend of £2,342.37 from a previous allocation has been carried forward, resulting in a current available funding balance of £57,601.05. This comprises £39,612.15 from PBIP (capital only) and £17,988.90 from HCCF (capital or revenue).

One application is under consideration by Members today with a total grant request value of £57,601.05.

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

- **Appendix 1** - Project Application Form; and
- **Appendix 2** - RAG Summary Spreadsheet

RAG status on key criteria is based on the application form and supplementary information provided during the application process. All applications presented are technically eligible – if any criteria are marked as red this does not indicate an eligibility concern but reflects the quality of information provided or outstanding requirements that will require technical conditions to be applied to any award of funding.

Designation: Assistant Chief Executive - Place

Date: 22nd January 2026

Author: Fiona Cameron, CRF Programme Manager
Sarah Lamb, Project Officer

Background Papers: None

Appendices: Appendix 1 – Project Application Form
Appendix 2 – RAG Summary Spreadsheet

Community Regeneration Funding (CRF) Application Form



Highland Community
Regeneration Funding

Highland Council led projects only

Key considerations

CRF is an umbrella term for a number of different funds aimed at supporting regeneration for Highland communities. Highland Council led projects must demonstrate high levels of community benefits to be eligible for CRF support.

Please note that if a CRF grant is awarded to a Highland Council led projects, the project lead will be expected to fulfil all grant conditions, including post offer meetings, financial claims and monitoring reports. The grant will not be released unless all grant conditions have been met.

CRF funds are external grant funds, with specific reporting and audit requirements that must be fulfilled. These are distinct from internal budget transfers, and it is important that the Officer designated as the main contact in this application is aware of and prepared to meet these requirements.

Please refer to the [Application Guidance](#) (link below) when completing the application form as there is important supplementary information you need to be aware of. Answer the questions concisely, describing clearly and directly what the project you are seeking funding for is delivering.

To ensure you have the best opportunity to score well during the assessment, please refer to the [Assessment Criteria Matrix](#) (link below) when completing the application form.

Double click the icons below to download the documents. If you have any issues with downloading the documents, please contact us at communityregenerationfund@highland.gov.uk

<u>Application Guidance</u>	<u>Assessment Criteria Matrix</u>
 CRF application guidance-THC project	 CRF Assessment Criteria (FINAL CRF AF)

SECTION 1: PROJECT SUMMARY

1.1	Project reference number	CRF4221	
1.2	Project title	Nairn Viewfield Stables Renovation and Redevelopment	
1.3	Start date	13/02/2026	
1.4	End date (max 12 months from start date)	24/08/2026	
1.5	Project finance	Total project costs	£57,601.05
		Match funding	£0

		CRF grant amount requested	£57,601.05
1.6	Please confirm you have read and understood the CRF privacy notice	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
1.7	Artificial Intelligence Assistance Declaration	Have you used any form of AI assistance in the preparation of this application? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
For guidance on the appropriate use of AI in funding applications, please refer to Use of AI in Funding Application Guidance .			

SECTION 2: CONTACT DETAILS FOR PROJECT LEAD		
	Main contact/Project lead	Secondary contact
Contact name	Alastair Garrow	Lewis Hannah
Job title	Project Officer	Community Development Manager
Team/Department	Nairn Common Good	Community Support
Contact number		
Email address		

SECTION 3: PROJECT DETAILS		
3.1	Please confirm the location of the project including post code.	Viewfield Stables, Nairn
3.2	Are you applying on behalf of a partnership project?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
3.3	Is there a partnership agreement in place?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
3.4	Does The Highland Council own the land or asset?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
3.5	Is The Highland Council leasing the land or asset? If so, what is the term left on the current lease agreement	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Years & Months
3.6	If ownership or lease agreements are not in place, please provide details if applied for and/or the arrangements to obtain these and by when.	N/A
3.7	Does the project require planning permission or other statutory regulatory consents?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

3.8	If consents are required, please provide details if applied and/or the arrangements to obtain these and by when.	N/A
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SECTION 4: PROJECT PROPOSAL

4.1	<p>Project Summary (max 250 words)</p> <p>Viewfield Stables is a historically significant building within the former Viewfield Estate in Nairn, dating back to around 1803. Originally built for Colonel Ludovick Grant and later home to explorer James Augustus Grant, the property now forms part of Nairn's Common Good Fund. After decades of neglect and use as a storage facility, the building was cleared in 2024 to assess its potential for redevelopment and conservation as a key heritage asset.</p> <p>Our vision is to transform this substantial property into a vibrant, income-generating space that safeguards its historic character while delivering long-term community benefit. The proposal includes creating up to three small ground-floor units and one larger unit on the upper floor, offering flexible accommodation for retail or other commercial uses. While final uses will be market-led, initial projections indicate that rental income could deliver a return on investment exceeding current Common Good portfolio performance, ensuring financial sustainability alongside heritage preservation.</p> <p>The project will be in two phases. This application relates to the first phase only:</p> <p>Phase 1 – Roof and External Walls. To ensure the asset is protected there is a pressing need to make the building wind and watertight. This will be accomplished with a new roof and repairs to the external wall.</p> <p>Phase 2 - Floors & Stairs, Ceilings (Ground and Upper Floors), Internal Walls and Doors, Sanitary Services, Electrical. These works will bring the building to a state where it can be marketed as lettable units.</p>
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4.2	List the main activities required to deliver the project including timescales.
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Activity name	Achieve by (date)
Roof Repairs	24/08/2026

4.3	Are any of the project activities considered part of The Highland Council's statutory duties?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
4.4	How will the CRF grant enable the delivery of additional outcomes that could not be achieved without it being in place?	

The CRF grant is essential to unlock the full potential of the Viewfield Stables redevelopment. Current resources within the Nairn Common Good Fund are insufficient to cover the significant

capital costs required for structural repairs and internal fit-out. Without CRF support, the project would either be delayed for several years or scaled back, risking further deterioration of a historically significant building and loss of economic opportunity.

CRF funding will enable:

- Timely delivery of the renovation before further structural decline increases costs.
- Creation of income-generating commercial units, which will provide a sustainable revenue stream for the Common Good Fund and reduce reliance on future grants.

In short, CRF investment transforms this project from an aspirational plan into a deliverable initiative that combines economic growth, community benefit, and cultural sustainability.

4.5 What local need or opportunity will the project address?

- Town centre regeneration and economic recovery, supporting local businesses and job creation at a critical time
- Heritage preservation, ensuring the building is conserved for future generations rather than facing continued neglect.

4.6 In which Area Place Plan/HC strategic development plan has this need been recognised?

Our Nairnshire – Local Place Plan

4.7 How will the project contribute to addressing priorities identified in the Area Place Plan and/or other relevant Highland Council strategic development plans?

The redevelopment of Viewfield Stables directly supports the priorities set out in the *Our Nairnshire Local Place Plan* (ournairnshire.org). The Stables are identified as a Strategically Important Site (Site 3) within the plan, which highlights the need to protect heritage assets and revitalise the town centre. By restoring this historic building and creating flexible lettable spaces for small businesses and community use, the project will:

- Strengthen the local economy by providing affordable units for start-ups and independent retailers, aligning with the plan's "Jobs & Business" theme.
- Enhance town centre vitality through the reuse of a neglected asset, contributing to regeneration and improving the attractiveness of Nairn for residents and visitors.
- Protect and celebrate heritage by conserving a building of historic significance, meeting the plan's commitment to sustainable development and cultural identity.
- Support sustainable growth by repurposing an existing structure, reducing environmental impact compared to new-build alternatives.

This project is therefore a key enabler of the Local Place Plan's vision for a vibrant, economically resilient, and heritage-rich Nairn.

4.8	How do you know there is local support for the project? How can you evidence this? Provide evidence as supporting documents.
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- The Local Place Plan is the key supporting document.
- The plans have also been discussed through the life of the local Nairn Common Good Engagement Group.
- The local elected members have expressed a clear strategic aim to invest in the common good to ensure future income generation as a part of its wider investment portfolio.

4.9	Outputs and outcomes – Please refer to the application guidance for further information and a definition of what constitutes “outputs” and “outcomes”.
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(a)	What are the immediate and short-term outputs that your project will achieve? How will you measure them?
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The immediate benefit is preservation, ensuring the building is conserved for future generations rather than facing continued neglect.

This will enable future development of the project and will be measured through the opportunities it creates to attract further funding support and business interest.

(b)	What do you think the outcomes of your project will be and how will you measure them? Please note an outcome is the longer-term change that your project will achieve. What will be the lasting benefits and legacy?
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The redevelopment of Viewfield Stables will deliver measurable outcomes that directly support economic recovery and sustained growth in Nairn:

- **Creation of New Commercial Space:** Up to three small ground-floor units and one larger upper-floor unit will provide affordable, flexible accommodation for local businesses, start-ups, and social enterprises, stimulating enterprise and job creation.
- **Town Centre Regeneration:** Bringing a neglected heritage asset back into productive use will enhance the attractiveness and vitality of Nairn's town centre, encouraging footfall and supporting wider economic activity.
- **Long-Term Financial Sustainability:** Rental income from the redeveloped property will generate a return on investment exceeding current Common Good portfolio performance, creating a self-sustaining revenue stream that reduces reliance on external funding.

- **Heritage-Led Growth:** By conserving a historically significant building, the project combines economic development with cultural preservation, reinforcing Nairn's identity and appeal to residents and visitors.

These outcomes align with the CRF strategic objective by strengthening the local economy, supporting small businesses, and ensuring sustainable growth through a model that delivers both financial and community benefits.

(c) a) Please select below ONE of the CRF main strategic objectives that you believe your project's outputs and outcomes will best align with.

<input type="checkbox"/>	Increasing community resilience
<input type="checkbox"/>	Tackling poverty and inequality
<input type="checkbox"/>	Addressing causes of rural depopulation
<input checked="" type="checkbox"/>	Helping economic recovery and sustaining growth
<input type="checkbox"/>	Tackling the climate emergency and working towards net zero

4.10 How will the project be supported/maintained/sustained after CRF funding?

Through the creation of income-generating commercial units, which will provide a sustainable revenue stream for the Common Good Fund and the maintenance and development of the Stables building.

Leasing arrangements will include a burden on maintenance and repair for the tenants own units.

4.11 Describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.

The redevelopment will align with sustainability objectives by:

- Reusing an existing building (reducing carbon footprint vs. new build)
- Using energy-efficient materials and technologies
- Encouraging sustainable travel through good pedestrian/cycle access
- Incorporating nature-based play and woodland preservation

4.12 Please describe how your project will demonstrate value for money. What level of community and/or economic benefit will the project deliver in proportion to the CRF grant amount requested?

It is anticipated the project will provide a return on investment of around 6.5% which greatly exceeds the current investment rates of less than 2%. This dividend is money that goes directly into the common good fund for the benefit of the local community, and the building is secured for future generations.

4.13	In developing the project, explain how you have considered equalities issues and taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups?
	This project has no risks in terms of equalities and future tenants will be determined by a formal bidding process alone for a business rate.

SECTION 5: PROJECT BUDGET

5.1	<p>Costs should be accurate and current, based on quotes or tenders as per Highland Council standing orders.</p> <p>Internal Council fees (i.e. fees charged by Council services or departments) are generally not eligible for claiming against CRF. If project costs listed below include internal fees, these must be funded via Council core budget or other external funders.</p> <p>Highland Council Staff costs can only be claimed against CRF for new and additional posts not already funded via THC core budget.</p>
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COSTS TO BE FUNDED BY CRF GRANT

Budget Heading	Detailed Costs	Revenue/Capital	Amount (excl. VAT)
Roof Repairs		Capital	£52,528.00
Contingency		Capital	£5,073.05
TOTAL			£57,601.05

COSTS TO BE FUNDED BY OTHER SOURCES OF FUNDING

Budget Heading	Detailed Costs	Revenue/Capital	Amount (excl. VAT)
N/A			N/A
TOTAL			0.00

TOTAL PROJECT COSTS

I can confirm all costs listed above are exclusive of VAT	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
I can confirm that the costs above have not already been incurred or committed to?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

I can confirm that the project costs listed above are based on valid quotes/tenders.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Estimates by THC Maintenance Team (attached)
Please provide all quotes/tender documents as supporting evidence to this application.	

5.2 Please detail the steps taken to ensure Procurement is/will be compliant with Highland Council standing orders					
<p>At this time costs are based on estimates from THC maintenance team. Formal quotes will be progressed through the THC procurement system once funding is confirmed</p>					
5.3	Do you have a budget code set up for this project? <i>Please note a specific project budget code must be provided to CRF team prior to project start.</i> If yes, please add budget code here:	Yes <input checked="" type="checkbox"/> Not yet <input type="checkbox"/>			
		To be confirmed			
SECTION 6 – PROJECT FINANCE					
6.1	Please provide details below of match funding if applicable. If funding is via THC core budget, please add the name of the Budget Holder.				
Funding source		Budget holder name (if relevant)	Confirmed?	Date Confirmed or Decision Expected	Amount £
N/A			Yes <input type="checkbox"/> No <input type="checkbox"/>		N/A
Total match funding					0.00
CRF Grant amount requested					£57,601.05
TOTAL FUNDING <i>This should be equal to the Total Project costs listed at 5.1</i>					£57,601.05
6.2	Will the project involve “in kind” support?				Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	If yes, please detail.				Project management support from Common Good Officer
6.3	Please explain why Community Regeneration Funding is required to deliver the project.		The CRF grant is essential to unlock the full potential of the Viewfield Stables redevelopment. Current resources within the Nairn Common Good Fund are insufficient to cover the significant capital costs required for structural repairs and internal fit-out. Without CRF support, the project would either be delayed for several years or scaled back, risking further deterioration of a historically significant building and loss of economic opportunity.		
6.4	If you are applying for 100% funding for your project, please explain why no match funding is available.		Repairs are required urgently and CRF funding is the only identified funding option at this time.		

SECTION 7 – INCOME GENERATION

7.1	Will the project generate income? If yes, how will the income benefit the wider Highland community? Will it be re-invested to help with the sustainability of the project – if so, how? A copy of a business plan and/or budget forecast must be provided with the application.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Phase 1 is to replace the roof, making the building wind and watertight. Phase 1 is not income generating, it is solely to protect the building from further deterioration.
7.2	How will you ensure that local organisations/ businesses are not disadvantaged because of the project? Are they supportive of the project?	The main aim is to save a heritage building from falling into a state of disrepair. This project will not disadvantage any other organisation

SECTION 8 – SIGNATURE AND SUPPORTING DOCUMENTATION

8.1	Project lead, Service/Department Lead or equivalent – the person signing this application has the authority within the organisation to apply for grant funding.
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I declare that the activity funded by the costs proposed to be funded by CRF is not a statutory duty and the CRF grant would enable the delivery of additional outcomes that could not be achieved without it being in place.

I declare that procurement within the project is compliant with Highland Council standing orders and a record of this will be retained in line with the grant conditions if the funding is approved.

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

Signature: Alastair Garrow	Date: 22/02/26
Print: ALASTAIR GARROW	
Job title: COMMON GOOD PROJECT OFFICER	

Please Ensure You Also Complete the Attachments Checklist Below

8.2	You must enclose the following supporting documents (where applicable) with the application. If they are not available, please state why.	Yes / No / Not applicable
	Evidence of need and demand i.e. letters of support, community consultation reports, photos, feasibility study	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	Confirmation/evidence of match funding	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
	Permissions – i.e. planning, building warrants, marine licences	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
	Evidence of valid and current insurance	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
	Business plan (income generation projects only)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>
	Job descriptions (for CRF funded posts)	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
	Evidence of control/ownership of asset – i.e. lease, title deeds	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
	Valid quotations or estimates	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>
	Partnership agreement	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
Reason for missing documentation:		

**Completed forms and supporting documentation should be emailed to
communityregenerationfund@highland.gov.uk quoting your unique project reference number.**

Nairnshire Committee - 09 February 2026