

KINCARDINE O'NEIL VILLAGE HALL

DEVELOPMENT PLAN

MARCH 2015



PREPARED BY

THE KINCARDINE O'NEIL (KON) HALL
WORKING GROUP

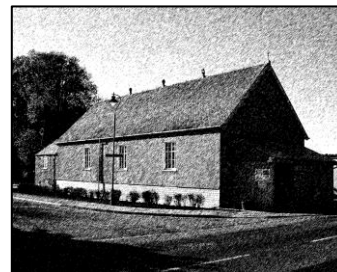
A GROUP MADE UP OF REPRESENTATIVES OF
THE FOLLOWING VILLAGE ORGANISATIONS:-

THE KON HALL TRUSTIES
THE KON HALL COMMITTEE
THE KON BOWLING CLUB
CHRIST CHURCH KON
THE KON COMMUNITY ASSOCIATION
WRI KON

KINCARDINE O'NEIL VILLAGE HALL

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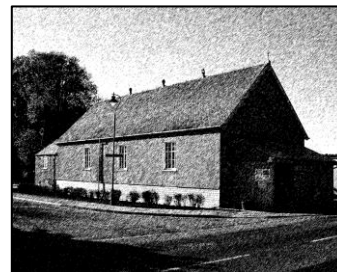
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*DOCUMENTATION PRODUCED AS THE PROJECT PROGRESSES TO BE ADDED AS THEY BECOME AVAILABLE.

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I. INTRODUCTION

THIS DOCUMENT SETS OUT THE BUSINESS CASE, DEVELOPMENT OPPORTUNITIES AND COMMUNITY NEED FOR A NEW VILLAGE HALL AND LEISURE SPACE AT THE CENTRE OF KINCARDINE O'NEIL. THE OBJECTIVE IS TO DELIVER A VIBRANT, EFFICIENT AND SELF-SUSTAINING CENTRE FOR THE VILLAGE AND ITS LOCAL COMMUNITY.

THE VILLAGE HALL IS A VALUABLE ASSET FOR THE PEOPLE OF KINCARDINE O'NEIL, ITS SURROUNDING AREA, ALONG WITH OTHER NEARBY COMMUNITIES AND ORGANISATIONS. THE CURRENT BUILDING HAS SERVED THE COMMUNITY FOR WELL OVER 130 YEARS BUT HAS STRUCTURAL ISSUES AND FAILS TO SATISFY MODERN REQUIREMENTS. THERE IS CONSIDERABLE SUPPORT TO GIVE THE HALL A MORE PROMINENT ROLE IN THE LIFE AND CONTINUING DEVELOPMENT OF THE COMMUNITY.

THE PEOPLE OF KINCARDINE O'NEIL ARE PROUD OF THEIR HALL AND WANT IT TO BE THE FOCUS OF THEIR COMMUNITY AND A WIDE RANGE OF ACTIVITIES. THIS WILL BE PRINCIPALLY FOR THE BENEFIT OF CURRENT AND FUTURE RESIDENTS IN THIS GROWING COMMUNITY BUT WILL ALSO ENCOURAGE PEOPLE TO COME TO THIS BEAUTIFUL AREA. HOWEVER, THE HALL IS CURRENTLY NOT USED TO ITS FULL POTENTIAL, NOT FOCUSED ON MEETING THE FUTURE NEEDS OF THE COMMUNITY AND NOW REQUIRES MAJOR ACTION.

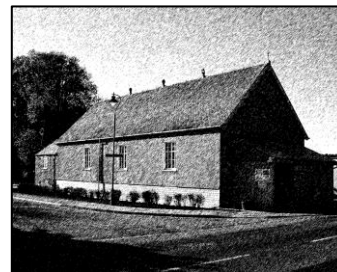
A VILLAGE HALL WORKING GROUP WAS SET UP, WITH MEMBERS INVITED FROM OTHER COMMUNITY GROUPS AND ORGANISATIONS WITHIN THE VILLAGE, TO ACHIEVE THREE AIMS:-

- INITIATE PROJECT, ENGAGE AND CONFIRM SUPPORT FROM THE COMMUNITY AND IDENTIFY REQUIREMENTS FOR THE HALL
- PLAN, FUND AND EXECUTE THE DEVELOPMENT OF THE HALL
- PROMOTE AND MANAGE THE HALL TO GAIN OPTIMUM BENEFIT FOR THE PEOPLE OF KINCARDINE O'NEIL AND OTHERS

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II. THE VILLAGE

KINCARDINE O'NEIL IS A SMALL VILLAGE SITUATED ON THE RIVER DEE IN RURAL, ABERDEENSHIRE. THE SETTLEMENT CONSISTS OF AROUND 100 HOUSES. THE SURROUNDING AREA CONTAINS A REASONABLY HIGH DENSITY OF SCATTERED DWELLINGS THAT REFLECT THE HISTORIC LAND-USE PATTERN OF 30 – 40 ACRE TENANTED FARMS. THE NEAREST LARGER SETTLEMENTS ARE ABOYNE (5 MILES, POPULATION 2,200) AND BANCHORY (9 MILES, POPULATION 6,500) BOTH ON THE 201 BUS-ROUTE WHILE TORPHINS (3 MILES, POPULATION 1,300) IS NOT ON A CONVENIENT BUS-ROUTE.

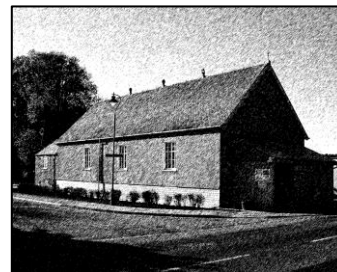
KINCARDINE O'NEIL THEREFORE SERVES AS A VITAL CENTRE FOR THE VILLAGE AND ITS IMMEDIATE HINTERLAND AND IS WELL-SERVED BY AN EXCELLENT VILLAGE STORE, FILLING STATION AND PRIMARY SCHOOL. THERE IS A SCHEME CURRENTLY IN PLANNING TO EXPAND THE VILLAGE AND BUILD AN ADDITIONAL 50 FAMILY HOUSES. THIS WILL INCREASE THE ELECTORAL REGISTER FROM 320 TO OVER 500 AND THE POPULATION FROM AROUND 400 TO AN ESTIMATED 600.

THE ORIGIN OF THE VILLAGE IS UNKNOWN BUT IT IS FAIRLY ANCIENT, IT'S RECORDED THAT IN THE FIFTH CENTURY A.D. SAINT ERCHARD, MINISTERED TO THE PEOPLE OF KINCARDINE O'NEIL AND CONVERTED MANY OF THE LOCAL INHABITANTS TO CHRISTIANITY. THE VILLAGE AND ADJACENT AREAS WERE DESIGNATED A "CONSERVATION AREA" IN 1976. THE DESCRIPTION OF THE VILLAGE IN THE DESIGNATION IS THAT IT "COMPRISES A LINE OF HOUSES AND A NUMBER OF SHOPS ON EACH SIDE OF THE MAIN ROAD", AND GOES ON TO SAY "AT KINCARDINE O'NEIL WE HAVE ONE OF THE OLDEST AND MOST COMPLETE VILLAGE STREETS IN THE REGION". THE EFFECT OF THIS LONG THIN VILLAGE LAYOUT IS THAT THE VILLAGE LACKS A NATURAL HUB OR HEART AT ITS CENTRE.

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III. HISTORY OF THE HALL

THE CURRENT VILLAGE HALL IS A SIMPLE WOODEN STRUCTURE WHICH IS OVER A CENTURY OLD, IT DOES NOT MEET MODERN STANDARDS FOR FIRE SAFETY, INSULATION AND ACCESSIBILITY; HAS INADEQUATE KITCHEN AND STORAGE FACILITIES; HAS NO SMALL MEETING ROOM; IS DIFFICULT AND EXPENSIVE TO HEAT; AND AN UNPROMISING STRUCTURAL REPORT. ANY SIGNIFICANT ALTERATION TO ADDRESS THE ABOVE ISSUES WOULD TRIGGER A REQUIREMENT TO COMPLY WITH MANY REGULATIONS RESULTING IN HEAVY EXPENDITURE ON AN OLD AND SUSPECT STRUCTURE. IN SHORT THE BUILDING IS PAST ITS 'SELL-BY DATE'.

THE LAND ON WHICH THE HALL STANDS WAS DISPONED BY BLENCH CHARTER IN FAVOUR OF TRUSTEES FOR PUBLIC HALL, KINCARDINE O'NEIL. IN 1949 WITH THE LAND TO THE WEST OF THE HALL WHICH ENCOMPASS THE BOWLING GREEN AND PAVILION DISPONED THE INHABITANTS OF THE VILLAGE IN 1930. THE HALL IS CURRENTLY MANAGED BY A SEPARATE HALL COMMITTEE WHICH IS A REGISTERED CHARITY (SC017359) REGULATED BY THE OFFICE OF THE SCOTTISH CHARITY REGULATOR (OSCR).

IV. THE VISION

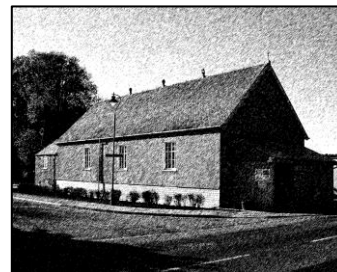
THE VISION, AND OUTCOME, FOR THIS PROJECT IS THE DEVELOPMENT OF A THRIVING HUB WITHIN THE VILLAGE ENABLING SOCIAL INTERACTION AND CREATING A HEALTHY, INCLUSIVE COMMUNITY. THIS HUB WILL FEATURE A NEW VILLAGE HALL DELIVERING THE SOCIAL, RECREATIONAL AND CULTURAL FACILITIES AND SERVICES THE COMMUNITY NEEDS ALONG WITH REJUVENATED OUTDOOR AND GREEN SPACES FOR SPORTS, RECREATION AND SOCIAL USE BY LOCAL PEOPLE OF ALL AGES.

WE WANT TO CREATE A CENTRAL FOCUS FOR THE VILLAGE THAT WILL PLAY A MAJOR PART IN SUPPORTING: - SOCIAL INCLUSION AND COHESION; PROMOTING KNOWLEDGE, SKILLS AND APPRECIATION OF OUR HERITAGE; AND IMPROVING HEALTH AND WELLBEING. BY DOING THIS IT WILL CONTRIBUTE SIGNIFICANTLY TO THE SUSTAINABILITY AND CONTINUING DEVELOPMENT OF OUR COMMUNITY.

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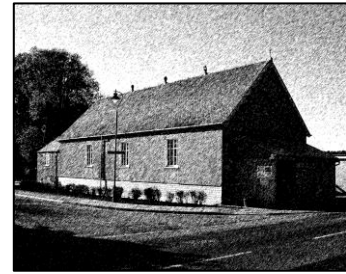
WE WILL CREATE A FOCUS FOR;

- EVENTS AND CELEBRATIONS, PARTIES AND DANCES - BOTH PUBLIC AND PRIVATE FUNCTIONS FOR ALL AGES IN THE BEST TRADITIONS OF VILLAGE LIFE TO REINFORCE INCLUSION, BRINGING TOGETHER ALL AGES AND SECTORS TO SUSTAIN AND REINFORCE THE VALUES OF A COHESIVE COMMUNITY.
- RECREATIONAL, SOCIAL AND SPORTING ACTIVITIES FOR ALL AGES, PARTICULARLY YOUNG PEOPLE AND THE ELDERLY, AND THOSE WHO ARE UNABLE OR UNWILLING TO TRAVEL TO OTHER CENTRES. THIS WILL ENABLE PEOPLE TO HAVE A WIDE RANGE OF ACTIVITIES WITHIN THEIR OWN COMMUNITY TO SUPPORT HEALTH AND WELLBEING.
- ARTS, CULTURE AND HERITAGE, INCLUDING EXHIBITIONS, CONCERTS AND PERFORMANCES, MAKING GOOD USE OF THE IMPRESSIVE VENUE AND STAGE FACILITIES FOR BOTH TRADITIONAL AND MODERN EVENTS, PRESERVING AND PROMOTING OUR CULTURAL HERITAGE, AND DRAWING PEOPLE TO THE AREA FROM AROUND ABERDEENSHIRE AND BEYOND AS WELL PROVIDING FOR OUR COMMUNITY, AND PROMOTING KINCARDINE O'NEIL AS A VENUE.
- EDUCATIONAL, LEARNING AND TRAINING EVENTS AND COURSES, FOR WHICH THE UPPER HALL WILL BE IDEAL, AND WILL ENABLE EVENTS/COURSES TO BE RUN LOCALLY FOR LOCAL PEOPLE, ESPECIALLY THOSE WHO ARE UNABLE OR UNWILLING TO TRAVEL TO OTHER CENTRES. AMONG OTHER BENEFITS THIS WILL PROVIDE SUPPORT FOR LOW-INCOME FAMILIES AND ENCOURAGE LESS TRAVEL WITH RESULTANT CARBON REDUCTION.
- MEETINGS, PUBLIC AND PRIVATE, AND COMMUNITY CONSULTATIONS, CONFERENCES AND GATHERINGS. KINCARDINE O'NEIL IS GEOGRAPHICALLY CLOSE TO THE CENTRE OF THE ADMINISTRATIVE AREA OF MARR AND THE HALL WILL BE PROMOTED AS AN IDEAL VENUE FOR SUCH EVENTS.
- LARGE SCALE COMMERCIAL AND COMMUNITY EVENTS, SUCH AS SALES, FARMERS MARKETS, HORTICULTURAL SHOWS ETC HAVE ALL BEEN UNDERTAKEN AND WILL BE FURTHER DEVELOPED. THIS WILL PROVIDE BENEFITS FOR RETAIL NOT AVAILABLE IN THE VILLAGE, CONSUMERS AND LOCAL SUPPLIERS, AND THE OPPORTUNITY FOR THE COMMUNITY TO BECOME MORE SUSTAINABLE AND SELF-SUFFICIENT.

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V. THE CASE FOR DEVELOPMENT

THE ISSUE OF THE INADEQUACIES OF THE HALL HAVE ARISEN EVERY FEW YEARS FOR THE LAST 25 YEARS OR SO. IN 2011 THE VILLAGE UNDERTOOK A “COMMUNITY ACTION PLAN” EXERCISE WHICH HIGHLIGHTED THE IMPORTANCE OF THE VILLAGE HALL TO VILLAGERS BUT ALSO THEIR CONCERNS ABOUT THE STATE OF THE CURRENT BUILDING.

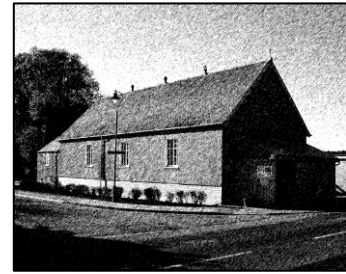
IN 2013, WHEN THE PARISH CHURCH WAS CLOSED AND PUT ON THE MARKET, AN OPPORTUNITY AROSE FOR THE COMMUNITY TO CONSIDER THE KIRK BUILDING AS AN ALTERNATIVE HALL. THIS TRIGGERED A COMMUNITY CONSULTATION EXERCISE WHICH EXPLAINED THE BACKGROUND AND ASKED FOUR OPTIONS TO BE CONSIDERED. TO DATE 70 RESPONSES HAVE BEEN RECEIVED WHICH REPRESENTS A SIGNIFICANT PROPORTION OF THE COMMUNITY.

TABLE 1: WHAT TO DO WITH THE VILLAGE HALL?		
OPTION	DESCRIPTION	RESULT OF SURVEY
1.	MANAGED DECLINE - DO NOTHING – CONTINUE WITH BASIC MAINTENANCE UNTIL BUILDING NO LONGER USABLE.	0%
2.	NEW WINE INTO OLD BOTTLE - UPGRADE EXISTING HALL TO BETTER MEET CURRENT REQUIREMENTS.	<9%
3.	MAJOR CONVERSION OF AN HISTORIC BUILDING - CONVERT THE KIRK INTO A COMMUNITY HALL.	0%
4.	GET WHAT WE WANT & CAN AFFORD - CONSTRUCT A NEW PURPOSE-BUILT COMMUNITY HALL.	>91%

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THE NEW CONSTRUCTION IS CLEARLY THE DESIRED OPTION. A NEW BUILDING WOULD DELIVER A NEW, LIGHT AND AIRY HALL, CONSTRUCTED TO MODERN STANDARDS OF INSULATION AND ENERGY EFFICIENCY AND WHICH SERVED THE ROLE OF THE EXISTING HALL (A SPACE FOR HIRE FOR VARIOUS FUNCTIONS WITHIN THE COMMUNITY AND BEYOND) BUT ALSO WHICH:

- IS LESS EXPENSIVE TO MAINTAIN;
- IS COMPLIANT WITH REGULATIONS, (FIRE, ACCESS AND LEISURE FACILITIES);
- IS EASY AND EFFICIENT TO HEAT AND LIGHT;
- HAS ADDITIONAL SMALLER MEETING ROOM(S) – RATHER THAN HAVING TO HEAT ONE LARGE SPACE
- ABLE TO HOST MORE THAN ONE EVENT AT A TIME;
- HAS A KITCHEN ADEQUATE TO PROVIDE FOR FUNCTIONS IN THE HALL;
- STORAGE FOR VARIOUS REGULAR USERS OF THE HALL;
- WOULD ALSO SERVE AS A REPLACEMENT BOWLING CLUB-HOUSE (THE BOWLING GREEN IS ADJACENT);
- WOULD ALSO SERVE AS A SPORTS LOCATION FOR INDOOR AND OUTDOOR SPORTS;
- WOULD ALSO SERVE AS A MEETING HALL FOR RELIGIOUS GROUPS IN THE VILLAGE;
- WOULD SERVE AS A COMMUNITY CENTRE WITH SPACE FOR INFORMATION AND EXHIBITION

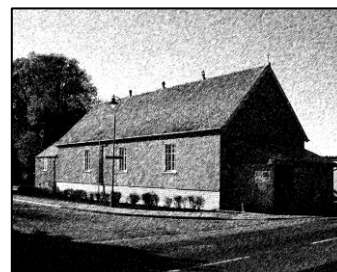
THE CONSULTATION ALSO SOUGHT RESPONSES ON A NUMBER OF OTHER QUESTIONS:

TABLE 2: THE USE OF THE HALL AND SITE.		
QUESTIONS	DESCRIPTION	IN FAVOUR
5	AN OPPORTUNITY EXISTS TO CREATE A NEW VILLAGE HALL THAT WOULD ALSO SERVE AS A MUCH-NEEDED REPLACEMENT FOR THE BOWLING CLUB HOUSE.	98.5%
6	TO FORM A BOWLING CLUB HOUSE THE HALL WOULD HAVE TO BE IN A SLIGHTLY DIFFERENT LOCATION – GIVING AN OPPORTUNITY TO CREATE A VILLAGE GREEN ON THE SITE OF THE OLD VILLAGE HALL.	88.5%

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QUESTIONS	DESCRIPTION	IN FAVOUR
7	A STAGE – FIXED OR MOVABLE	76%
8	BACK-STAGE AREA	46%
9	CHANGING ROOMS FOR SPORTS	51%
10	STORAGE FOR ORGANISATIONS THAT USED THE HALL REGULARLY – E.G. PLAY GROUP	71%
11	SHOWERS	29%
12	KITCHEN	91%
13	DANCE FLOOR	77%
14	AIR CONDITIONING	11%
15	INTERNET FACILITY	30%
16	MEETING ROOM	79%

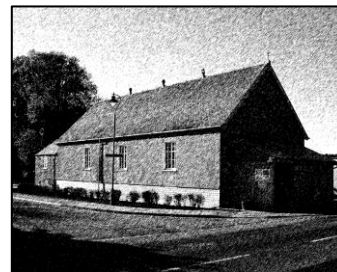
PEOPLE WERE ALSO ASKED FOR ANY OTHER VIEWS AND THESE INCLUDED:

- COMBINING A NEW HALL WITH NEW PUBLIC TOILETS AND REMOVING THE VERY UNSIGHTLY OLD ONES.
- HAVING AN INFORMAL SEATING AREA AS WELL AS MEETINGS ROOM(S).
- A TENNIS COURT OR MULTI-USE GAMES AREA NEXT DOOR TO THE HALL.
- A BAR (THE VILLAGE HAS NO PUB).
- PROJECTION EQUIPMENT.

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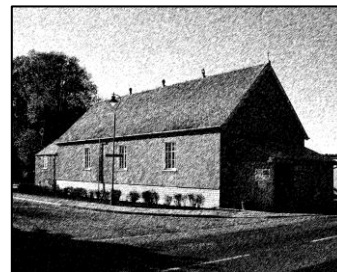
VI. OUTPUTS OF THE PROJECT

1. BUILDING OPTION: THERE IS AN OVERWHELMING PREFERENCE FOR A NEW BUILT HALL
2. BUILDING STYLE: THE EXISTING HALL IS OF TIMBER CONSTRUCTION. LOG-CABIN TYPE CONSTRUCTION SEEMS TO BE AN AFFORDABLE AND ARCHITECTURALLY PLEASING FORM OF CONSTRUCTION.
3. BETTER FACILITIES: TO ENCOURAGE OTHER USERS INCLUDING: THE SWRI, RELIGIOUS GROUPS, PRE-SCHOOL CLUB AND OTHER LOCAL GROUPS WHO DON'T USE THE EXISTING HALL BECAUSE OF ITS LACK OF FACILITIES AND DOWDINESS.
4. COMBINING FORCES: THE BOWLING CLUB, ADJACENT TO THE SITE, IS ALSO SEEKING A REPLACEMENT CLUB HOUSE. THIS GIVES THE OPPORTUNITY FOR BOTH HALL AND CLUB HOUSE TO BE BETTER THAN EITHER COULD MANAGE INDEPENDENTLY.
5. A MULTI-USE BUILDING: THERE IS AN OPPORTUNITY TO HAVE A MULTI-USE BUILDING THAT ACTS AS A VILLAGE HALL, COMMUNITY CENTRE, SPORTS CLUB HOUSE, SPORTS CENTRE, CHURCH HALL FOR RELIGIOUS GROUPS, MEETING PLACE AND DAY CONFERENCE LOCATION, CENTRE FOR SPECIAL INTEREST GROUPS (YOUTH ACTIVITIES, SENIORS, TODDLERS, SWRI ETC.), FARMERS' MARKET PLACE AND POSSIBLY EVEN AN OCCASIONAL BAR. THIS DIVERSITY OF INTERESTS WOULD HELP ENSURE USAGE OF THE BUILDING BUT IT WOULD ALSO INVOLVE A LARGE PROPORTION OF THE COMMUNITY IN FUND-RAISING FOR THE PROJECT.
6. COMMUNITY WELLBEING: THIS IS AN OPPORTUNITY TO DEVELOP SPORT AND LEISURE FACILITIES WITHIN THE VILLAGE.
7. VILLAGE ENHANCEMENT: THERE IS AN OPPORTUNITY TO MAKE FAR BETTER USE OF THE AREA AROUND THE HALL AND TO BRING ABOUT VISUAL IMPROVEMENTS TO AN IMPORTANT PART OF THE VILLAGE CENTRE.

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VII. OUTCOMES OF THE PROJECT

THIS SECTION IDENTIFIES A NUMBER OF OUTCOMES THAT WILL BE OUR MEASURABLE TARGETS FOR INCREASING THE USE OF THE HALL, AS A RESULT OF DELIVERING THE PROJECT. THE CURRENT HALL, BECAUSE OF ITS AGE, CONDITION AND LAY-OUT, SEVERELY RESTRICTS FUTURE DEVELOPMENT OPTIONS AND THERE ARE SOME BOOKINGS WE HAVE ALREADY HAD TO TURN AWAY BECAUSE THE HALL CANNOT ACCOMMODATE THEM. A REFURBISHED HALL WITH BETTER, FLEXIBLE SPACE WOULD PROVIDE INCREASED LETTING OPPORTUNITIES

- INCREASE IN COMMUNITY GROUPS USE (INCLUDING ACTIVITY AND SPORTS) OF THE HALL – FOUR MORE COMMUNITY GROUPS WITH REGULAR, WEEKLY, BOOKINGS (CURRENTLY SIX)
- INCREASE IN USE BY EXTERNAL GROUPS FOR MEETINGS AND COMMERCIAL LETS – DOUBLE CURRENT USE (CURRENTLY AN AVERAGE OF TWO PER MONTH)
- INCREASE IN HIRE FOR PRIVATE FUNCTIONS – 500% INCREASE (CURRENTLY AN AVERAGE OF TWO PER YEAR)
- DISPLAYS AND EXHIBITIONS – FOUR PER YEAR (CURRENTLY NOT SUITABLE FOR THIS PURPOSE)
- MUSICAL, THEATRICAL AND ARTS RELATED EVENTS – 100% INCREASE (CURRENTLY FOUR PER YEAR)
- EDUCATIONAL EVENTS – SIX PER YEAR (CURRENTLY NOT SUITABLE FOR THIS PURPOSE)
- IMPROVEMENT IN FEEDBACK FROM USERS ABOUT THE FACILITIES

VIII. SUMMARY AND NEXT STEPS

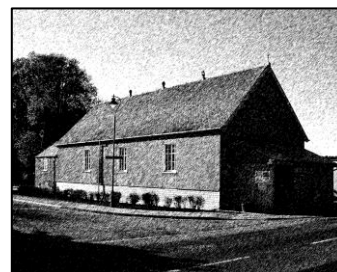
THE FIRST PHASE OF THIS PROJECT HAS BEEN ACHIEVED. WE HAVE ENGAGED THE PEOPLE OF KINCARDINE O'NEIL AND ENTHUSED THEM WITH THE PROSPECTIVE BENEFITS, TO THEIR COMMUNITY, OF GIVING NEW LIFE TO THE HALL. AND WE HAVE CREATED PROPOSALS THAT WILL ENABLE US TO DELIVER THESE BENEFITS, WITH LIMITED STRUCTURAL CHANGES AND A STRONG EMPHASIS ON CONTINUING REVENUE CONSEQUENCES TO ENSURE LONG TERM VIABILITY.

THE CURRENT PHASE IS TO PREPARE AND FINALISE PLANS, WHICH ONCE COMPLETED THEN TO SEEK GRANTS TO SUPPLEMENT THE CONTINUING FUND-RAISING WITHIN THE COMMUNITY. THEREAFTER, WE WILL COMMISSION AND OVERSEE IMPLEMENTATION OF THE WORK.

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THE FINAL PHASE WILL BE TO PROMOTE AND FACILITATE USE OF THE NEW FACILITIES TO ENSURE DELIVERY OF THE BENEFITS FOR THE WHOLE COMMUNITY AND OTHERS. IN THIS AIM WE ACKNOWLEDGE THE IMPORTANCE, OF THE CONTINUED MANAGEMENT ARRANGEMENTS TO MAINTAIN AND BUILD ON THE WORK UNDERTAKEN FOR THE LONG-TERM BENEFIT OF THE COMMUNITY.

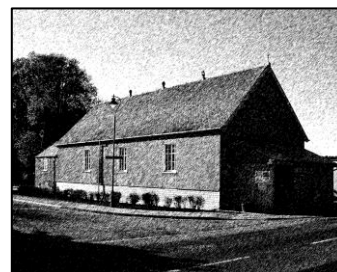
APPENDIX I - ACTION PLANS

PHASE ONE - INITIATE PROJECT, INVOLVE THE COMMUNITY, IDENTIFY REQUIREMENTS FOR THE HALL AND DEVELOP PROPOSALS			
ITEM	ACTION	BY WHEN	DONE
1.1	WORKING GROUP MEETING - EMBARK ON A PUBLIC INVOLVEMENT PROCESS TO PLAN FOR UPGRADING, AND TO MEET FUTURE REQUIREMENTS, OF THE HALL.	MARCH 2007	X
1.2	TRUSTEES MEETING WITH CROMAR COMMUNITY COUNCIL AND TARLAND DEVELOPMENT GROUP TO DISCUSS ROLES AND PLANNING FOR THE HALL.	MARCH 2007	X
1.3	LETTER TO HALL USERS, COMMUNITY COUNCIL AND GENERAL PUBLIC, VIA NOTICE BOARDS, WITH BRIEF QUESTIONNAIRE AND INVITE TO PUBLIC MEETING.	MAY 2007	X
1.4	PUBLIC MEETING (24 ATTENDED) GAVE BACKGROUND OF THE HALL, FEEDBACK ON THE QUESTIONNAIRES AND GENERATED IDEAS. AGREED PLANNING GROUP, INCLUDING TRUSTEES AND REPS OF USER GROUPS. AGREED MECHANISMS TO ENSURE AN OPEN PROCESS AND MAXIMUM COMMUNITY INVOLVEMENT.	MAY 2007	X
1.5	FIRST MEETING OF PLANNING GROUP (16 MEMBERS). LEARNED FROM EXPERIENCES OF OTHER LOCAL HALLS FROM INVITED REPRESENTATIVES. AGREED TO ISSUE A NEWSLETTER AND DETAILED QUESTIONNAIRE TO ALL HOUSEHOLDS IN THE AREA. AGREED TO POST ALL NOTES OF MEETINGS, PROPOSALS, PLANS, QUESTIONNAIRES ETC ON TARLAND COMMUNITY WEBSITE.	AUG 2007	X
1.6	PLANNING GROUP FINALISED COMMUNITY SURVEY CONTENT AND DISTRIBUTION ARRANGEMENTS TO ALL HOUSEHOLDS IN THE VILLAGE AND SURROUNDING RURAL AREAS (450) PLUS AVAILABILITY ON-LINE AND IN THE VILLAGE SHOPS. PLANNED FUNDRAISING EVENTS AND NEWSPAPER PUBLICITY.	SEPT 2007	X
1.7	PLANNING GROUP MEETING – REPORTED ON RESPONSES TO COMMUNITY SURVEY (20% RETURN) AND AGREED FOR SUBGROUP TO UNDERTAKE ANALYSIS. AGREED TO TAKE ADVICE ON	NOV 2007	X

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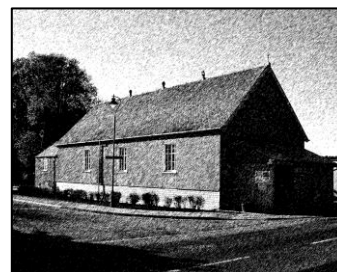


	RENEWABLE ENERGY OPTIONS AND POSSIBILITIES.		
1.8	PLANNING GROUP DISCUSSED ANALYSIS OF COMMUNITY SURVEY RESULTS. AGREED THESE NEEDED TO BE REFINED AND A PROJECT ARCHITECT ENGAGED TO ADVISE AND PREPARE PLANS. MEETINGS WITH TWO LOCAL ARCHITECTS INVITING THEM TO SUBMIT PROPOSALS.	JAN 2008	X
1.9	PLANNING GROUP MEETING – SUBMISSIONS OF ARCHITECTS CONSIDERED AND APPOINTMENT AGREED. ALSO ANALYSIS OF COMMUNITY SURVEY UPDATED	FEB 2008	X
1.10	PLANNING GROUP FINALISE PLAN PROPOSALS AND DRAWINGS FOR PUBLIC CONSULTATION. ARRANGEMENTS FOR OPEN SESSION AND PUBLIC MEETING AGREED AND PUBLICITY, PRESS, WEBSITE AND NOTICES, TO ENSURE ALL MEMBERS OF THE COMMUNITY ABLE TO ATTEND AND/OR SUBMIT COMMENTS.	JUNE 2008	X
1.11	OPEN SESSION AND PUBLIC MEETING (30 ATTENDED) - GAIN SUPPORT FOR THE PROPOSALS AND ADDED FURTHER IDEAS. THERE WERE NO OBJECTIONS.	JULY 2008	X
1.12	TARLAND COMMUNITY ACTION PLANNING EVENT (150 ATTENDED) INCLUDED DISPLAY OF PLANS AND DISCUSSION OF FUTURE USE OF THE HALL	JAN 2009	X

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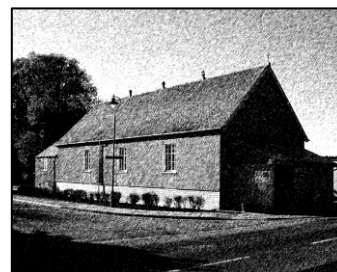


PHASE TWO - PLAN, FUND AND EXECUTE THE DEVELOPMENT OF THE HALL			
ITEM	ACTION	BY WHEN	DONE
2.1	PLANNING GROUP DISCUSS COMMUNITY SURVEY ANALYSIS WITH ARCHITECT, REVIEWED INITIAL IDEAS AND AGREED A SUB GROUP TO WORK ON PLAN PROPOSALS.	APRIL 2008	X
2.2	PLANNING GROUP DISCUSS SUB GROUP REPORT AND SKETCH PLAN PROPOSALS FURTHER WORK TO BE DONE BY SUB GROUP	MAY 2008	X
2.3	PLANNING GROUP MEETING – CONFIRM AGREEMENT OF ADDITIONAL PROPOSALS FROM PUBLIC MEETING, NOW INCLUDED IN FINAL PLAN AND DRAWINGS. DECISIONS TAKEN ON ARCHITECT ADDITIONAL SERVICES, AND ALSO QUANTITY SURVEYOR AND STRUCTURAL ENGINEER SERVICES. FUND RAISING EVENTS PLANNED WITH SUPPORT FROM ARTS BODIES AND TRUSTS.	SEPT 2008	X
2.4	INVOLVE SCARF AND SEEK ASSESSMENT AND COSTS FOR RENEWABLE ENERGY HEATING SYSTEMS	JAN 2009	X
2.5	DEVELOP PLANS AND GET FIRST INDICATIONS OF PROJECT COSTS FROM QUANTITY SURVEYOR	FEB 2009	X
2.6	EXPLORE POSSIBLE FUNDING SOURCES AND INITIATE ENQUIRIES	FEB 2009	X
2.7	AGREE DECORATION AND OTHER FINISHINGS REQUIRED	APRIL 2009	X
2.8	ARRANGE ENERGY AUDIT AND RECEIVE REPORT TO INFORM DECISIONS ON INSULATION AND HEATING SYSTEM	JUNE 2009	X
2.9	SECURE PROPOSALS FOR HEATING SYSTEMS - WITH COSTS	AUG 2009	X
2.10	AGREE APPROPRIATE HEATING SYSTEM AND IDENTIFY COSTS	OCT 2009	X
2.11	FINALISE OVERALL PROJECTED COSTS OF PROJECT	NOV 2009	X
2.12	CREATE TWT FUNDING GROUP AND INITIATE FUNDING PROCESS	JAN 2010	X
2.13	RESEARCH FUNDING OPPORTUNITIES AND INITIATE	FEB 2010 &	X

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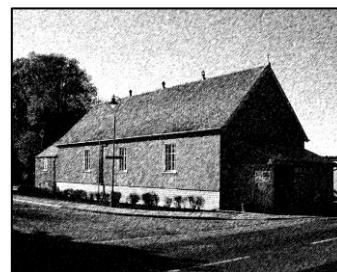


	DISCUSSIONS WITH POTENTIAL FUNDERS	ONGOING	
2.14	AGREE TARGET FOR COMMUNITY FUND RAISING	MAR 2010	X
2.15	DEVELOP POTENTIAL STRUCTURE OF FUNDING PACKAGE – WITH OPTIONS	APRIL 2010	X
2.16	PREPARE FUNDING APPLICATIONS	MAY 2010 & ONGOING	
2.17	APPLY FOR AND OBTAIN BUILDING WARRANT	SEPT 2010	
2.18	SECURE FUNDING PACKAGE	MAR 2011	
2.19	ENGAGE CONTRACTOR AND AGREE CONTRACT MONITORING ARRANGEMENTS	JULY 2011	
2.20	REGULARLY REVIEW FUNDING AND POTENTIAL CASH FLOW ISSUES AND MANAGE/REARRANGE WORK FLOW ACCORDINGLY		
2.21	PROVIDE UPDATES TO THE COMMUNITY ON PROGRESS OF WORKS		
2.22	FORMAL CONTRACT MONITORING BY TRUSTEES EVERY TWO MONTHS AND AS REQUIRED FOLLOWING ISSUE OF CONTRACT		
2.23	COMPLETE BUILDING WORKS, FITTINGS AND DECORATION	SEPT 2012	

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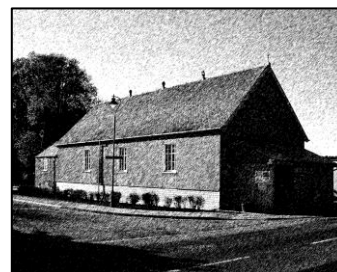
APPENDIX II – POTENTIAL PROJECT FUNDING SOURCES

SOURCE	DETAILS
FUND RAISING	
COMMUNITY FUNDRAISING EVENTS	
DONATIONS FROM OTHER ORGANISATIONS	
DONATIONS FROM INDIVIDUALS	
ABERDEENSHIRE COUNCIL CAPITAL GRANTS	
ABERDEENSHIRE PLANNING GAIN	
POTENTIAL GRANTS	
NATIONAL FUNDS	
BIG LOTTERY FUND – GROWING COMMUNITY ASSETS FUNDING RANGE 10,000 - 1,000,000	INVESTING IN COMMUNITIES: GROWING COMMUNITY ASSETS IS DESIGNED TO SUPPORT COMMUNITIES TO TAKE MORE CONTROL AND INFLUENCE OVER THEIR OWN FUTURE THROUGH OWNERSHIP OF ASSETS. THESE ARE USUALLY PHYSICAL ASSETS, SUCH AS LAND, BUILDINGS OR EQUIPMENT, BUT MAY ALSO INCLUDE OTHER TYPES OF ASSET SUCH AS ENERGY.
SPORT SCOTLAND FUNDING RANGE LARGE PROJECTS >100,000	SPORTSCOTLAND IS THE LEAD AGENCY FOR THE DEVELOPMENT OF SPORT IN SCOTLAND. THIS SITE PROVIDES FURTHER INFORMATION ON CORE FUNDING AVENUES FOR THE DEVELOPMENT OF SPORTS FACILITIES.
THE SPORT FACILITIES FUND FUNDING RANGE SMALL PROJECTS 10,000 – 100,000	THE SPORT FACILITIES FUND COVERS THE PROVISION OR UPGRADING OF ALL FACILITIES FOR THE GENERAL COMMUNITY. IN THE MAIN, PROPOSALS WILL BE LED BY LOCAL AUTHORITIES, CLUBS, TRUSTS AND THE LIKE. PROJECTS NEED TO DEMONSTRATE THAT ANY PROPOSED DEVELOPMENT IS FOR THE PUBLIC GOOD AND WILL PROVIDE EQUITABLE OPPORTUNITIES FOR INCREASED SPORTS PARTICIPATION BY THE COMMUNITY AT LOCAL LEVEL.
SPORTSMATCH FUNDING RANGE 500 – 10,000	SPORTSMATCH IS AN AWARD SCHEME THAT SUPPORTS GRASSROOTS SPORT PROJECTS THAT ENCOURAGE PARTICIPATION AT COMMUNITY LEVEL, ESPECIALLY YOUTH GROUPS. AWARDS START AT A MINIMUM OF £500 AND GO UP TO £10,000 PER PROJECT.
THE LEGACY 2014 ACTIVE	THE LEGACY 2014 ACTIVE PLACES FUND SUPPORTS THE SCOTTISH

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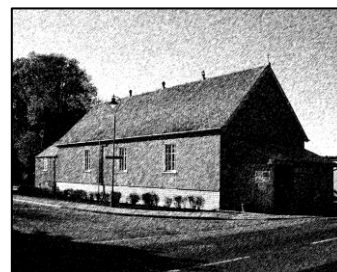


PLACES FUND FUNDING RANGE	GOVERNMENT'S COMMONWEALTH GAMES LEGACY AMBITIONS TO ENCOURAGE MORE PEOPLE TO BE ACTIVE AND TAKE PART IN SPORT. PHYSICAL ACTIVITY CAN HELP PEOPLE BECOME HEALTHIER AND FITTER. THE FUND WILL PROVIDE FUNDING FOR CAPITAL PROJECTS WHICH CREATE OR IMPROVE PLACES IN LOCAL COMMUNITIES WHERE PEOPLE CAN GO TO GET ACTIVE.
THE CLIMATE CHALLENGE FUND FUNDING RANGE	THE CLIMATE CHALLENGE FUND SUPPORTS COMMUNITIES TAKING ACTION ON CLIMATE CHANGE. THE FUND HAS SUPPORTED NEARLY 500 COMMUNITIES IN AROUND 700 PROJECTS ACROSS SCOTLAND SINCE 2008. PROJECTS MAY ADDRESS ENERGY EFFICIENCY, COMMUNITY-OWNED BUILDING REFURBISHMENT, WASTE REDUCTION AND RECYCLING, SUSTAINABLE TRANSPORT AND FOOD GROWING ACTIVITIES. IN ADDITION THE FUND MAY SUPPORT ACTIONS TO INCREASE COMMUNITIES' RESILIENCE TO THE IMPACTS OF CLIMATE CHANGE. FUND. SEE WWW.CLIMATECHALLENGEFUND.ORG
HISTORIC SCOTLAND FUNDING RANGE	HISTORIC SCOTLAND PROVIDES £12M ANNUALLY THROUGH ITS GRANT PROGRAMMES TO SUPPORT HERITAGE RELATED PROJECTS; INCLUDING THREE SPECIFIC FUNDING STREAMS WHICH AIM TO HELP DELIVER REGENERATION OUTCOMES – THE CONSERVATION AREA REGENERATION SCHEME (CARS), THE CITY HERITAGE TRUSTS AND THE BUILDING REPAIR GRANT.
ASDA CARRIER BAG-COMMUNITY GRANTS FUNDING RANGE >2,000	ASDA HAS COMMITTED THE PROCEEDS (LESS VAT) FROM THE SALE OF THE 5P SINGLE-USE CARRIER BAGS ACROSS THEIR 62 STORES IN SCOTLAND TO CHARITABLE CAUSES. THE ASDA CARRIER BAG COMMUNITY GRANTS WILL PROVIDE UP TO £2000 TO HELP PROJECTS AND GOOD CAUSES IN THEIR LOCAL COMMUNITIES. GRANTS CAN HELP MEET A WIDE RANGE OF COSTS FOR COMMUNITY GROUPS, INCLUDING: GENERAL RUNNING COSTS, TRAINING, EQUIPMENT, MATERIALS; MARKETING AND AWARENESS RAISING INITIATIVES, TRAINING AND COMMUNITY EVENTS.
CO OP COMMUNITY FUND FUNDING RANGE	CURRENTLY CLOSED
LOCAL FUNDS	
ABERDEENSHIRE LEADER FUNDING RANGE	CURRENTLY BEING REORGANISED

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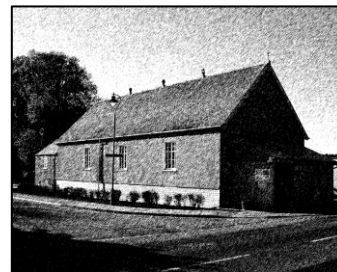
APPENDIX III – RISK ASSESSMENT

RISK	IMPACT	PROBAB ILITY	EXISTING CONTROLS	ACTION REQUIRED	LEAD RESPONSIB ILITY
FAILURE TO COST THE BUILDING WORKS WITH SUFFICIENT ACCURACY TO CONTROL EXPENDITURE	HIGH	LOW	BUILDING WORK COSTS ESTIMATED BY A QUANTITY SURVEYOR	ENSURE ALL WORKS ARE QUOTED FOR BY CONTRACTORS AND CHANGES TO THE SPECIFICATION ARE SUBJECT TO RIGID CONTROLS AND APPROVAL PROCESS	NOMINATED TRUSTEE PLUS PROJECT ARCHITECT
FAILURE TO RAISE SUFFICIENT FUNDS TO PAY FOR THE WORKS	HIGH	MEDIU M	BROAD SPECTRUM OF FUNDING SOURCES IDENTIFIED FOR THE FUNDING PACKAGE	TRUSTEES FUNDING GROUP TO KEEP FUNDING PACKAGE AND GRANT APPLICATIONS UNDER CONTINUING REVIEW, AND BROADEN SCOPE OF APPLICATIONS IF NEEDED	NOMINATED TRUSTEE
CASH FLOW PROBLEMS	HIGH	LOW	CLARITY OF CLAIMS PROCESS OF GRANT FUNDERS KNOWN AT TIME OF GRANT APPLICATION	PROCESS FOR PHASED EXPENDITURE AND CLAIMS ARRANGEMENTS FOR GRANTS; PLUS PLANNED USE OF CASH BALANCE AND RESERVES	TREASURER
DELAYS IN WORK BEING COMPLETED IN RELATION TO GRANT CLAIM DEADLINES	HIGH	MEDIU M	PROJECT ARCHITECT COMMISSIONED TO MANAGE THE CONTRACT WORK	CLOSE LIAISON BETWEEN THE TRUSTEES AND THE ARCHITECT WITH REGULAR FEEDBACK ON THE PROGRESS OF WORK AND INVOICING	TREASURER
INCREASE IN CLOSURE OF HALL DUE TO WORKS OVERRUN REDUCING INCOME MORE THAN PLANNED	MEDIUM	LOW	ALLOWANCE MADE FOR LOSS OF INCOME	MAINTAIN ONGOING ASSESSMENT OF REDUCED INCOME AND MAKE PROVISION IF NEEDED	NOMINATED TRUSTEE/LET TING OFFICER
UNFORESEEN PROBLEMS NECESSITATING ADDITIONAL BUILDING WORKS	HIGH	LOW	RECENT PROJECT ARCHITECT ASSESSMENT	CLOSE LIAISON WITH ARCHITECT DURING WORKS AND REASSESSMENT OF THE PHASES OF THE WORKS IF NEEDED	NOMINATED TRUSTEE

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APPENDIX IV – SUMMARY OF EVIDENCE OF SUPPORT FOR THE PROJECT

THE PROCESS OF ENGAGING AND INVOLVING ALL SECTORS OF THE COMMUNITY IN THE DEVELOPMENT OF THE PROJECT IS DESCRIBED IN DETAIL IN THE ACTION PLANS. THE PURPOSE OF THIS SECTION IS EVIDENCE THE EXTENSIVE COMMITMENT AND SUPPORT THAT HAS BEEN SHOWN BY A WIDE RANGE OF INDIVIDUALS AND GROUPS, BOTH IN AND AROUND KINCARDINE O'NEIL.

THIS SUPPORT HAS BEEN REALLY ENCOURAGING AND HAS COME IN A RANGE OF WAYS; FINANCIAL, DONATED TIME AND EFFORT AND ALSO BY ORGANISING EVENTS AND INVOLVING OUTSIDE BODIES THAT HAS RAISED THE PROFILE OF THE HALL AND SHOWN THE CONSIDERABLE POTENTIAL THAT THE HALL HAS FOR WIDER RANGE OF USE FOLLOWING THE REDEVELOPMENT.

WORK WILL CONTINUE WITH THE PEOPLE OF KINCARDINE O'NEIL AND OTHER USERS, AND POTENTIAL USERS, OF THE HALL DURING THE LIFE OF THE PROJECT TO MAXIMISE SUPPORT FOR, AND UTILISATION OF, THE HALL AND ASSOCIATED FUND RAISING.