

## Community Asset Transfer Request Notification

Regulations 6 and 7 of The Asset Transfer Request (Procedure) (Scotland) Regulations 2016<sup>1</sup>, set out arrangements for Public Bodies to ensure other people are informed when an asset transfer request has been made, and to advise how they can make representations about it.

Notice is hereby provided of an Asset Transfer Request received by Renfrewshire Council for **St Ninian's Church Hall, 81 Blackstoun Road, Paisley PA1 1NR**

Details of the request and how to make representations are provided below:

**Community Transfer Body:** Ferguslie Community Development Trust (SC050697)

**Name of Asset:** St Ninian's Church Hall (123087646)

**Nature of Request:** Long-term Lease (30 years)

**Date CAT Request received:** 04/07/2025

**Status of Request:** Validated\*, 15/07/2025

### **Summary of Proposed Use:**

Ferguslie Community Development Trust (FCDT) propose to develop the asset as community space for the benefit of residents of Ferguslie Park. The building will be refurbished and brought back in to public use as an accessible and affordable community hub for the delivery of community events, family gatherings, and activities which foster health, wellbeing and encourage social connectedness.

### **Representation**

This CAT Request is open for consultation. If you wish to make a representation either for or against the transfer request, you must do so ***in writing***, stating your ***name and address***. Representations must be made by **Friday, 15 August 2025** being a date not less than 20 working days of the notice being published. A copy of each representation will be given to the Community Transfer Body (CTB) and will be published on the Council's website (<https://www.renfrewshire.gov.uk/article/4534/Community-Asset-Transfer>) along with any comment from the CTB.

---

<sup>1</sup> <https://www.legislation.gov.uk/ssi/2016/357/made>

Representations should be sent to [communityassettransfer@renfrewshire.gov.uk](mailto:communityassettransfer@renfrewshire.gov.uk) with the title “*St Ninian’s Church Hall CAT Request Representation*”.

All representations and responses will be available to read on the Renfrewshire Council website: <https://www.renfrewshire.gov.uk/article/4534/Community-Asset-Transfer>

\*Validation is the date at which all documents in relation to the CAT Request have been received.

### **Relevant Documents**

The following key documents are attached to this notice:

- The official CAT Request Form (04/07/25)
- Site Plan Ref: E3565a
- FCDD Constitution
- FCDD Business Plan: Asset Transfer of the St Ninian’s Church Hall Building
- Framed Estates: St Ninian’s Church Hall Architectural Feasibility Study

Personal and Commercially Sensitive information has been removed from all documents prior to publication.

For more information, contact [communityassettransfer@renfrewshire.gov.uk](mailto:communityassettransfer@renfrewshire.gov.uk) or call 0300 300 0330.

This Notice is published by order of the Head of Economy and Development, Chief Executives’ Services, Renfrewshire Council.



Received  
04/07/2025

## COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015

### ASSET TRANSFER REQUEST FORM

#### IMPORTANT NOTES:

This is a standard asset transfer request form which can be used to make a request to Renfrewshire Council. For assets owned by other relevant authorities, please refer to that authority's own website.

You do not need to use this form to make an asset transfer request but using a form will help you to make sure you include all the required information.

You should read the asset transfer guidance provided by the Scottish Government before making a request. All forms and guidance documents are available to download from the Council's [Website](#)

You are strongly advised to discuss your proposals with the Council before making an asset transfer request. You can do this by contacting the CAT Single Point of Contact at [communityassettransfer@renfrewshire.gov.uk](mailto:communityassettransfer@renfrewshire.gov.uk).

When completed, this form must be sent to: -

The CAT Single Point of Contact  
Regeneration and Place  
Renfrewshire Council  
Renfrewshire House  
Cotton Street  
Paisley  
PA1 1TT

Or submitted by email to: [communityassettransfer@renfrewshire.gov.uk](mailto:communityassettransfer@renfrewshire.gov.uk)



1.4 Please mark an "X" in the relevant box to confirm the type of CTB and its official number, if it has one.

	Company (with no fewer than 20 members) and its company number is	
✓	Scottish Charitable Incorporated Organisation (SCIO) (with no fewer than 20 members) and its charity number is	SC050697
	Community Benefit Society (BenCom), (with no fewer than 20 members) and its registered number is	
	Unincorporated organisation (no number)	

**Please attach a copy of your constitution, Articles of Association or registered rules.**

1.5 Has the organisation been individually designated as a community transfer body by the Scottish Ministers?

No   
 Yes

Please give the title and date of the designation order:

1.6 Does the organisation fall within a class of bodies which has been designated as community transfer bodies by the Scottish Ministers (i.e. those listed above at 1.4)?

No   
 Yes

If yes what class of bodies does it fall within?

Scottish Charitable Incorporated Organisation (SCIO) and community-controlled organisation

## Section 2: Information about the land and rights requested

2.1 Please identify the land / property to which this asset transfer request relates.

*You should provide a street address or grid reference and any name by which the land or building is known. If you have identified the land on the relevant authority's register of land, please enter the details listed there.*

*It may be helpful to provide one or more maps or drawings to show the boundaries of the land requested. If you are requesting part of a piece of land, you **must** attach a map and give a full description of the boundaries of the area to which your request relates. If you are requesting part of a building, please make clear what area you require. A drawing may be helpful.*

Details of Property: - St Ninian's Church Hall

Address: - 81 Blackstoun Road, Paisley

Postcode:- PA3 1NR

Community Area:- Ferguslie Park

2.2 Please provide the UPRN (Unique Property Reference Number), if known.

*If the property has a UPRN you will find it in the relevant authority's register of land.*

UPRN:- 123087646

**Section 3: Type of request, payment and conditions**

3.1 Please tick what type of request is being made:

for ownership (under section 79(2)(a)) - go to section 3A

for lease (under section 79(2)(b)(i)) – go to section 3B

for other rights (section 79(2)(b)(ii)) - go to section 3C

**3A – Request for ownership**

What price are you prepared to pay for the land requested:

Proposed price: - £

Please attach a note setting out any other terms and conditions you wish to apply to the request.

**3B – request for lease**

What is the length of lease you are requesting?

30 years

How much rent are you prepared to pay? Please make clear whether this is per year or per month.

Proposed rent: £ 1.00 per year.

Please attach a note setting out any other terms and conditions you wish to be included in the lease, or to apply to the request in any other way.

We wish to lease all of the site to include the car park in front of the building.

### 3C – request for other rights

What are the rights you are requesting?

The Trust requests an option to purchase the asset after 5 years.

Do you propose to make any payment for these rights?

Yes

No

If yes, how much are you prepared to pay? Please make clear what period this would cover, for example per week, per month, per day?

Proposed payment: £

Please attach a note setting out any other terms and conditions you wish to apply to the request.

#### Section 4: Community Proposal

4.1 Please set out the reasons for making the request and how the land or building will be used.

*This should explain the objectives of your project, why there is a need for it, any development or changes you plan to make to the land or building, and any activities that will take place there.*

##### **4.1.1 Objectives of the Project:**

Ferguslie Community Development Trust propose to lease the former St Ninian's Church Hall and develop the asset as community space for the benefit of residents of Ferguslie Park. The asset will be developed as an accessible and affordable community hub for the delivery of community events, family gatherings, and activities which foster health, wellbeing and encourage social connectedness.

The Trust intends to sustain the asset by generating income through:

- Venue hire (space for cultural events, conferences, social gatherings and celebrations)
- Hall hire (space for health and wellbeing activities incl. soft play activities)
- Meeting room hire (space for community activities, classes/workshops and outreach services)

- Office accommodation and admin services (space to support a small number of anchor tenants)

The proposal (supported by a detailed business plan and architectural feasibility study) reflects findings from consultation / engagement with the residents of Ferguslie park and stakeholders.

#### **4.1.2 Why there is a need for your Project**

Need for the development of St Ninian’s Hall as an accessible / affordable community space has been identified through the following:

- a) Findings from community consultations and surveys
- b) A review of existing provision of community spaces in the area.

Evidence of Need / Findings from community consultation - Through ongoing consultation activities undertaken by the Trust, the need for an affordable and accessible community space has remained constant. As part of a visioning exercise undertaken in 2019, resident feedback indicated a need within the local area for community space to accommodate activities such as:

- A lunch club for the elderly
- A community café
- Activities for young people
- A meeting space
- Health and wellbeing activities
- A social space for children’s parties
- Access to welfare rights and employability advice

As the Trust continued to engage with the community, so further needs were identified:

- A space for cultural events
- A young mums group

In 2024, the Trust commissioned consultants *Community Enterprise Scotland (CES)* to carry out a community survey and interviews with stakeholders to identify need and identify gaps in provision. The community survey generated 98 responses representing 284 people. Whilst 73% of respondents rated Ferguslie Park as ‘excellent’ or ‘good’ as a *Place to Live*, as a *Place to Play*, fewer responses were positive. 43% of respondents rated Ferguslie Park as ‘poor’ or ‘very poor’. This is reflected in comments made by residents:

*“Great community where people look after each other, many great organisations.*

*Not many facilities and it can be difficult to travel to on public transport.”*

*“Nothing to do for families, area is poorly kept up.”*

*“Must be for children and young people – after school club, family support but also something fun.”*

*“This community needs something that will attract people but also bring jobs and money.”*

Collectively survey findings indicated 92% of responses identified need for a community events space in the area, suggesting need for a space which could be used for cultural events (75%), learning and training (58%) and activities for young people and older people (52% and 51% respectively). Findings from the community survey are detailed in Appendix 2 of the Business Plan.

Evidence of Need – Review of Community Spaces in Ferguslie Park - In 2024, the Trust carried out a review of community facilities within the local area. Section 2.2 of the attached Business Plan provides further detail. The review highlighted a need within the community for affordable and accessible community space. The review included community spaces located within and close by Ferguslie Park (i.e. local churches and school buildings, and Paisley Town Hall). Three venues within proximity to St Ninian’s Hall were identified: The Tannahill Centre, The Sculpture House and Ferguslie Sports Centre. The review demonstrates that whilst community facilities are available in the area, there remains need for the following:

- Additional Capacity – The Tannahill Centre manages a busy timetable of daytime and evening activities delivered 7-days a week. The programme on offer includes lunch clubs, drop-ins plus a range of support services. If the community is to realise their vision for the area and meet needs identified for events and activities for children, young people and families, then additional space is required. Findings from a stakeholder interview with representatives from the Tannahill Centre identified opportunities for greater complementarity and collaboration particularly in providing additional space for young people. Need for space within the community to accommodate group activities particularly during weekday evenings was also identified.
- Accessible Space – Whilst current provision offers accessible community spaces, limitations on capacity is likely to push delivery of additional activities out with the area. The difficulty of travelling to other venues by public transport was raised in the community consultation and is reflected socio-demographic data for the area which indicates 41.8% of households in the area do not own a car.
- Affordability – Whilst community facilities in the area offer reduced rates to members of the local community, anecdotally the issue of affordability of suitable space for social gatherings/celebrations was raised.
- Additional facilities/services – Whilst access to meeting space is available, there is a need for venues which provide additional facilities such as provision of a café space for on-site catering/hospitality, front of house support to facilitate venue bookings and provide additional admin services etc.

#### **4.1.3 Development / changes / modifications required**

Background - In recent months, St Ninian's Hall benefited from a programme of capital works undertaken by Renfrewshire Council. As a result, the asset is wind and water-tight and externally in a good state of repair. The Trust is keen to ensure internal space is maximised to best effect providing a safe, accessible and welcoming space for use by the community. In 2024, the Trust commissioned Framed Architects to undertake an architectural feasibility study on St Ninian's Hall. This work was informed by an Options Appraisal undertaken by Ryder Architects in 2023. Both reports are attached to this application.

Modifications / Adaptations Identified - The work undertaken by Framed Architects identified the following adaptations / reconfigurations to increase the '*level of flexibility to all spaces whilst maintaining minimum alterations to the layout and existing services*'.

- Feature entrance porch / canopy – To create a welcoming 'front of house' space
- Toilets reconfigured for better compliance with current regulations – To improve accessibility with capacity to cater for larger events and functions
- Window cills dropped in Café for better connection to the outside – To create a bright social space
- Dual purpose use of meeting / changing rooms – To maximise flexibility ensuring space can 'flex' to accommodate a wide variety of activities and uses
- Office expanded to maximise space for staff – To create a modern office space for Trust staff and volunteers
- A corridor link between the back of the building to allow access to all facilities – To facilitate flow throughout the space, ensuring areas of the building can be accessed whilst main hall is in use
- Inclusion of a kitchen and café area – To provide suitable space for on-site catering / hospitality for events, functions, celebrations
- Additional storage – To provide anchor tenants / regular users of the Centre with access to secure storage for equipment etc.

Balfour Engineering Consultants conducted a site visit as part of the Feasibility Study and concluded that '*there would be minimal requirement for structural changes*' to the building.

As part of the architectural feasibility study, Quantity Surveyors Langmuir and Hay were asked to provide costings for the project. Notable works included:

- Provision of a new platform lift – To ensure the stage area within the main hall is fully accessible.
- Supply and fit out of a new kitchen
- Provision of moveable partitions – To increase flexibility / use of meeting room space

- Electrically operated roller shutter to front external door – To improve building security

Timescales for undertaking modifications / adaptations - Findings from the architectural feasibility study indicate these adaptations can be undertaken with minimum alteration to the existing space. The Trust is therefore confident the Hall is usable immediately and intend to operate the space relatively quickly and easily as a venue for community events, family parties and community group activities. This approach will enable the Trust to effectively promote St Ninian's Hall as a venue for community use, generate income and build capacity. This approach will also enable the Trust to undertake modifications to the building as part of a phased programme of works:

- Pre-start – General refresh, signage, review of mechanical and electrical systems, alarm and fire systems. Sources of funding include Trust fundraising/reserves, Renfrewshire Council's Sustainable Communities Fund, Development Trusts Association Scotland, Asda Foundation's Local Communities Spaces Fund. Pre-start works to be completed at time of asset transfer.
- Phase 1 / Necessary works – The Trust will prioritise reconfiguring toilet facilities for better compliance with current regulations. Existing kitchen space will be assessed, and new cabinetry / worktops installed. It should be noted that reconfiguration of the kitchen to create a new kitchen / café space is planned as part of a later phase of works. Grant funding will be required to complete Phase 1. Sources of funding identified include Renfrewshire Council's Sustainable Communities Fund, The National Lottery Community Fund, Glasgow Airport Flight Path Fund, Scottish Landfill Communities Fund. The Trust will also apply for community benefits through Engage Renfrewshire and via NHS Scotland's Community Benefit Portal. Phase 1 to be completed within 12 months.
- Phase 2 / Required works – Installation of moveable partitions in meeting space, creation of additional storage space, general reconfiguration and increase in office space. Phase 2 work to commenced by end of Year 2.
- Phase 3 / Refurbishment works – Creation of new kitchen / café space; corridor link to improve access to all facilities; upgrade to heating system; improvements to building insulation; feature entrance porch; provision of new platform lift (stage area); installation of green energy systems. These refurbishment works reflect recommendations from the Architectural Feasibility Study undertaken by Framed Architects (see attached). Phase 3 work to commence by end of Year 4.

#### **4.1.4 Activities that will take place**

Background – In 2024, the Trust commissioned consultants *Community Enterprise Scotland* to carry out a series of community engagement activities to better understand the type of spaces and activities residents wanted to see and do in Ferguslie Park. As part of these activities a community survey was undertaken between October 2024 and February 2025. Findings from the survey are detailed in Appendix 2 of the Business Plan. 98 responses were recorded, representing 284 people within the community. 76% of responses were from residents of Ferguslie Park. 14% of responses were from those involved in the community but did not live locally and 13% of responses were from people who worked in Ferguslie. 3% of responses answered as a business owner in the area. The remaining 6% indicated they were visitors to the area. Those surveyed were asked what functions or spaces they would like to see provided as part of a revitalised St Ninian's Church Hall. The responses were as follows:

- As an events space (75%)
- Attending cultural / arts events (67%)
- As a space to participate in physical activities (67%)
- As a training space (58%)
- Advice and personal support space (56%)
- For family events (62%)
- To participate in community group activities (59%)
- As a space for business (56%)
- Services and spaces for young people 52%
- Something for older people (51%)

St Ninian's Hall / Activities Identified - In response to community feedback, the Trust proposes to develop St Ninian's Hall as a community space to deliver the following activities and services:

- *A community events space* – To host community events including cultural / arts events (e.g. pantomimes, movie nights, Christmas events / seasonal events etc). Including a kitchen / café space will enable events to be catered for.
- *Space for family celebrations* – To host social occasions and family celebrations (e.g. birthday parties, weddings, funeral teas etc.)
- *Space for physical activity* – To provide space for health and wellbeing activities (e.g. dance groups, basketball, karate etc). Whilst the community hub is not a sports centre for formal sports provision, the main hall and auxiliary space will provide space to keep fit and enhance wellbeing.
- *Meeting / workshop space and support to community groups* - To provide high-quality meeting rooms for use by local community groups with flexibility to offer workshop space for learning / training sessions. Community groups which have

indicated they would use the space include Survivors of Bereavement of Suicide (SOBs), Glencoats Residents and Family Association.

- *Space for business / social enterprise* – To provide space for a small number of anchor tenants (expressions of interest have been received from Shopmobility Renfrewshire and Japan Karate Academy).
- *Spaces and activities for children and young people* - Such as weekly soft play sessions for children, afterschool clubs etc. Use of high quality temporary soft play equipment will help to retain flexibility of the space.

In keeping with the Trust's core values, St Ninian's Hall will provide:

- *A space for everyone* – The building will be open to everyone, regardless of age, background or circumstances.
- *A space that is sustainable* - Though some activity will be free or subsidised, the Trust will work to ensure the asset is financially sustainable.
- *A space to connect* – The venue will provide space to work collaboratively with other community groups, spaces and businesses.

#### ***4.1.5 If the asset is to be used by the public it would be helpful if you could provide details of letting's policy and opening times***

The Trust intends for St Ninian's Hall to be available for hire and use by the public. A lettings policy will be developed in due course. The lettings policy will reflect the following:

- *Opening hours* – The building will operate between 09:00 – 21:00, seven days a week (as necessitated by bookings / anchor tenant requirements).
- *Bookings* – Online booking and reservation software will be used ensuring pre-payment for all spaces. [Hallmaster](#) software is a popular choice, but a full options appraisal will be done prior to opening. There will be an emergency number with a keyholder on call at all times.
- *Events management* – Trust staff will provide events management supported by a core team of volunteers. For larger events and social functions, additional sessional staff will be contracted to prepare the space, be there for service and for cleaning up.

#### ***4.1.6 What provision will be provided for people with disabilities?***

Background - Through business planning support undertaken by Community Enterprise Scotland, the Trust projects an annual footfall of 2000 for St Ninian's Hall (See Section 3.4 of the Business Plan). Reflecting on socio-demographic data for the area it is likely that over 12% of Hall users (approximately 250 people per year) will be people with disabilities.

Provision for people with disabilities - To ensure the space and activities delivered in St Ninian's Hall are accessible to people with disabilities the space will be developed to provide the following:

- *Accessible space and facilities* - Recommendations identified in the Architectural Feasibility Study will be implemented. Toilets will be reconfigured, and a lift will be incorporated to provide access to the raised stage area. Ramped access to the main entrance and disability parking bays will be retained. Additional modifications to the building will reflect the mandatory standard for safe access within buildings in keeping with current building regulations.
- *Dementia friendly space* – Reflecting the above, remodelling will provide a dementia friendly space. The Trust will make use of free tool kits and online resources such as those developed by Stirling University's Dementia Services Development Centre.
- *Accessible activities/services* – Modifications to the interior space (identified in the Architectural Feasibility Study) will provide free-flow access to all areas of the building. This will attract community groups to use and hire the Hall for delivery of their activities. As a result, more people will have an opportunity to participate in community activities as well as opportunities become more involved (e.g. volunteering). The Trust will partner with appropriate organisations such as Shopmobility Renfrewshire to delivery outreach services.
- *Signage* – Interior wayfinding and orientation signage will be positioned throughout the building to allow users to easily find their way through the building and locate facilities such as toilets, entrance and exits. Floor plan will be provided as part of pre-visit information/bookings.
- *Communication and marketing* – The Trust will use a variety of communication channels (email, social media platforms, printed materials) to market and promote the space and activities available within St Ninian's Hall. This will include accessible communication formats.

**4.1.7 Any other relevant information?**

N/A

## Benefits of the proposal

4.2 Please set out the benefits that you consider will arise if the request is agreed to.

*This section should explain how the project will benefit your community, and others. Please refer to the guidance on how the relevant authority will consider the benefits of a request.*

Please explain how the project will benefit your community by detailing how your project will promote or improve: -

The proposal to develop St Ninian's Hall as a community space will benefit the community of Ferguslie Park in the following ways:

### **4.2.1 Economic development / income generation**

This proposal will provide economic benefits for the community of Ferguslie Park which:

- a) Align with the five interlinked pillars of community wealth building.
- b) Contribute towards Renfrewshire Council's ambitions to build an inclusive and resilient economy (Renfrewshire Council Plan 2022-27).

The development of St Ninian's Hall as a community space will bring economic benefit to the community of Ferguslie Park in the following ways

- *Pillar 1 / Spending (procurement, commissioning, investment)* – The operation of St Ninian's Hall as a community space will create procurement opportunities for local business, for example contracting with local catering suppliers for events, contracting building maintenance services etc.)
- *Pillar 2 / Workforce (developing local labour markets)* – Research undertaken by the Trust indicates jobs density in the area is low, and many commute out of the area for work. The development of St Ninian's Hall will create two new posts (fulltime Development Manager and parttime Caretaker. These posts will be sustained through income generated by the asset (i.e. venue hire, meeting room lets, delivery of community-based activities). The proposal includes provision of space for anchor tenants to deliver with the aim of increasing employment and volunteering opportunities for local people.
- *Pillar 3 / Land and property* – This project will also enable the local community to gain from the social, financial and economic value of the asset. These plans will realise the social value of the asset by creating a vibrant community hub with the aim of reducing isolation and loneliness, strengthening community cohesion, empowering local people, developing community resilience and enhancing overall wellbeing (see Section 3.4 of the Business Plan). The financial value of the asset will be realised by securing a long-term lease which will improve opportunities to secure grant funding and social investment to further develop the asset. Income generated from the asset will be re-invested to maintain and sustain the asset, create jobs and deliver activities/services which benefit the local community.

- *Pillar 4 / Inclusive ownership* – St Ninian’s Hall will be managed by the Ferguslie Community Development Trust. The Trust operates as a community-led organisation with the aim of creating social, economic and environmental renewal for the benefit of the community of Ferguslie Park. Therefore, the development of St Ninian’s Hall as a community asset will encourage economic activity which is locally controlled. St Ninian’s Hall will operate as a social enterprise.
- *Pillar 5 / Finance* – The Trust will also seek financial support from grant-makers and social investors to enhance delivery of activities and facilities on offer within St Ninian’s Hall. This will increase the flow of investment into the community of Ferguslie Park.

#### **4.2.2 Regeneration**

In terms of *Regeneration*, this proposal will benefit the community of Ferguslie Park in the following way:

- *Developing a vacant asset* – This proposal will redevelop a disused building situated in the community of Ferguslie Park. St Ninian’s Hall has laid vacant and closed to the community since 2020. Community Asset Transfer of Ninian’s Hall will secure a new future for the building by transforming a neglected building into a socially inclusive space, dedicated to the delivery of community-based activities and services.
- *Creating a community resource* – Reflecting Scottish Government’s, [Place Principle](#), 2019, the development of St Ninian’s Hall will contribute towards a sense of place where ‘people, location and resources’ come together to realise the full potential of the community and address local needs. Findings from the community survey demonstrate this. 84% of respondents were keen to see the building used as a community space, providing access to a range of activities and services as outlined above. Collectively 85% of respondents suggested a revitalised St Ninian’s Hall would contribute towards the health and wellbeing of the local community. 86% of survey respondents agreed developing St Ninian’s Hall would enable people to build skills and improve employability and 83% agreed the proposal would enhance the local economy. 80% of respondents indicated St Ninian’s Hall would encourage more people to be involved in their community.

In this way, the community asset transfer of St Ninian’s Hall will support the aims of local regeneration plan ‘*The Making of Ferguslie Park*’. This document sets out a vision for Ferguslie Park, creating ‘*a well-connected area with greenspaces, facilities, and activities to make the area sustainable and healthy for people to enjoy*’.

### **4.2.3 Public Health**

Public Health Services - The proposal will create a vibrant and welcoming community space suitable for delivery of health and wellbeing activities. The space will increase opportunities to work collaboratively to design and deliver public health initiatives and outreach services. Examples of activities which will be available include:

- *Access to mobility equipment* – Working in partnership with Shopmobility Renfrewshire to improve access mobility services including power assisted wheelchairs and mobility scooters; provide training on safe use of mobility scooters; repair and servicing to ensure mobility equipment is correctly maintained.
- *Health Improvement* – Working in partnership with local providers such as Renfrewshire Health and Social Care Partnership's Health Improvement Team and Engage Renfrewshire's Community Worker to support health improvement initiatives e.g. Quit Your Way services.
- *Dementia support* – Working in partnership with national organisations such as Alzheimer Scotland and local support providers such as Renfrewshire HSCP's Older Peoples Community Mental Health Services to provide information and delivery outreach activities.
- *Providing free period products* – To provide access to free period products, promoting access to *PickupMyPeriod* App and similar support and awareness raising
- *Support for older people* – Working in partnership with local providers such as ROAR For Life to provide additional podiatry services for older people.

Existing provision in the area includes information and support relating to relating to drug and alcohol services. Overall St Ninian's Hall will provide space for delivery of services and activities which address Public Health Scotland's aims to improve life expectancy and reduce health inequalities by preventing disease, prolonging a healthy life and promoting health and wellbeing.

### **4.2.4 Social / Wellbeing**

The development of St Ninian's Hall will benefit the local community by fostering social connectedness and wellbeing. The proposed development reflects the findings from a community survey undertaken between October 2024 and February 2025 which highlighted a need to enhance Ferguslie Park as a place 'to play' and 'to visit'. 43% of responses rated the area as a 'poor' or 'very poor' place 'to play' or have things to do. To address this, St Ninian's Hall will be developed as a welcoming, safe, affordable and accessible space for the delivery of community-based activities which increase social wellbeing:

- *Space for community events, social occasions and celebrations* – St Ninian's Hall will benefit the community by increasing availability of space suitable for events, functions and celebrations. 92% of responses to the community survey carried out by the Trust indicated they wanted to see St Ninian's Hall being used a community

events space and 86% supported the using the space for family events such as birthday parties, weddings etc. Overall, 84% of respondents agreed the development of St Ninian's as a community space would help strengthen the community and bring people together. These findings indicate the development of St Ninian's Hall will benefit the community by improving social cohesion.

- *Space for health and wellbeing* – Of the 284 people represented by the survey findings, 85% supported the idea of St Ninian's Hall providing space for wellbeing and fitness activities, with the same percentage indicating the Hall would have a positive outcome towards improving the health and wellbeing of the local community. The development of St Ninian's Hall will also help to address the availability of space within the community for social and wellbeing activities. 54% of responses to the community survey identified 'availability of space' as the most second important factor for using St Ninian's Hall. These findings indicate the development of St Ninian's Hall will benefit the community by improving community health and wellbeing.
- *Space for community-based clubs and activities* – The community survey highlighted how groups within the community would benefit from access to a shared community space. 81% of survey responses wanted to see St Ninian's Hall being used for voluntary/community group meetings and activities with 59% of responses indicating they would use the centre for this purpose. Responses also supported the use of St Ninian's Hall to provide activities for young people and older people (83% and 76% respectively) with suggestions for children's activities including provision of soft play, afterschool care and clubs. Overall, 80% of survey responses suggested the development of St Ninian's Hall would enable more people to get involved in their community. These findings indicate the development of St Ninian's Hall will benefit the community by improving social connectedness.

The Trust recognises there is potential for increased incidence of isolation and loneliness within the community. Demographic data for the area indicates a higher proportion of lone parent households, a higher proportion of people with a physical disability, and lower levels of car ownership. Therefore, St Ninian's Hall will be revitalised to create a welcoming, affordable and accessible space:

- *A welcoming space* – 57% of respondents gave importance to the asset being a 'lovely building' for use by the community. The Trust will work to ensure modifications to the building will be in keeping with creating a welcoming space for the community.
- *An affordable space* - 67% of responses to the community survey indicated affordability was the most important factor when considering whether to use the space. The Trust will work to ensure the pricing structure for venue hire and activities reflects this.
- *An accessible space* – Overall, 46% of responses to the community survey gave importance to the design of the asset. As highlighted above, the development of

St Ninian's Hall will reflect measures such as improvements to toilets to create an accessible space.

- *An engaging space* - Developing St Ninian's Hall as a community hub will create new routes into volunteering and increase the number of volunteering opportunities available. Day to day operation of the Hall will create volunteer roles relating to 'front of house', office / administration, facilities maintenance, event hospitality. As a result, the number of people engaged in the development of a community asset will be increased.

#### **4.2.5 Environmental / Wellbeing / Environmental Benefits**

The development of St Ninian's Hall will benefit the local environment of Ferguslie Park by:

- *Creating a new use for a vacant building* – This project will redevelop a vacant building situated in the community of Ferguslie Park as a vibrant and friendly community space, open to all. The Hall has lain vacant and closed to the community since 2020. The Community Asset Transfer of St Ninian's Hall will secure the future of the building as a dedicated community space for delivery of community-based activities and services.
- *Improving the physical environment* - This project will contribute towards the physical improvements outlined in Renfrewshire Council's Making of Ferguslie and stimulate other investment in the area. This project makes good use of resources and re-uses and preserves an existing building, protecting embodied carbon.
- *Refurbishing the building using sustainable practices* - The community space will provide an opportunity to showcase sustainable practices and encourage / foster environmental awareness. The Trust is keen to ensure its activities contribute towards the achievement of Renfrewshire's 2030 Net Zero Target and will therefore undertake activities to improve the environmental performance of the asset. This will include opportunities to improve site ecology, exploring options to reduce water usage, assessing suitable renewable technology options for the building and mitigating waste through reuse / recycling. In 2024, the Trust commissioned Framed Architects to undertake an architectural feasibility study on St Ninian's Hall. As part of this study, mechanical engineering firm Survey Design Consult were appointed to complete a review of the building's heating system. This review also included identification of green energy technology options to improve the energy efficiency of the building. Recommendations included improvements to building insulation (to improve the U value of the roof) and installation of photo voltaic solar panels. This work is reflected in section 4.1.3 above.

#### **4.2.6 Does your project contribute to the reduction in inequalities? Please detail how.**

Background - In 2024, the Trust commissioned Community Enterprise Scotland to provide a demographic report summarising key data on the community of Ferguslie Park and the surrounding area. Data included in the report reflects the seven domains measured through the Scottish Index of Multiple Deprivation (SIMD). The full report is detailed in Appendix 1 of the Business Plan. Of the 7 datazones that cover the area, five are within the most deprived 10% in Scotland in relation to income, employment, education, health, housing and crime.

Addressing Inequalities - The development of St Ninian's Hall as a community space will contribute towards the reduction of socio-economic inequalities in the following way:

- *Increasing income* – Staff employed to support the operation of the asset will be paid in accordance with the Real Living Wage reflecting Scottish Government's Fair Work First Principles. In addition, the Hall will create new opportunities for local sole traders and freelancers to deliver their activities (e.g. dance instructors, yoga teachers, personal trainers etc.). Space will be used to provide access to activities/services which address impact of rising cost of living (e.g. school uniform exchange, free period products, additional welfare rights sessions).
- *Increasing access to learning and training* – The asset will include meeting and workshop space suitable for delivering group-based training and learning. Combined responses to the community survey indicated 89% of responses were supportive of using St Ninian's Hall to access learning and training. Space will increase partnership working with agencies such as Invest in Renfrewshire Employability. Opportunities will be explored to host local job fairs and activities which foster new skills and interests e.g. a gardening club.
- *Creating new / additional employment* – Developing St Ninian's Hall as a community asset will create new and additional employment opportunities. Two posts will be created in Year 1 to operate the Hall (a full time Development Manager / parttime Caretaker). The asset will also provide space to anchor tenant organisations with the intention of supporting these organisations to grow, develop and create additional employment opportunities for the local community. The Trust is in discussion with two potential anchor tenants: Japan Karate Academy and Shopmobility Renfrewshire. Development of St Ninian's Hall will also create additional employment opportunities by supporting the development of the local supply chain e.g. procuring event hospitality, catering supplies and services. The Trust will procure local contractors to conduct routine tasks and activities e.g. building maintenance, alarm and fire safety systems etc.
- *Addressing community health* – Whilst demographic data indicates more people are in good health than in bad health in Ferguslie, the proportion of people who are not limited by a disability is 5.9 percentage points lower than the average across

Scotland. 12.6% of people in the community have a physical disability (9.7% national average). The development of St Ninian's Hall will address the needs of people with disabilities by addressing accessibility issues including provision of disabled toilet space, wayfinding signage, demonstrating awareness of dementia friendly design of internal spaces.

Geographic access to services / Vehicle access – 41.8% of households in Ferguslie do not own a car which is lower than the national average of 26.4%. That said, SIMD measures indicate lower levels of deprivation in relation to geographic access to key services (measured by travel time (in minutes) to key services by car or public transport). Key services include GP, post office, primary school and secondary school, but does not include access to community facilities. The development of St Ninian's Hall within the community of Ferguslie Park will reduce the need for residents to travel out with the area to benefit from income/employment opportunities, access learning and training activities and enhanced health and wellbeing provision.

#### **4.2.7 Any other relevant information**

N/A

#### **Restrictions on use of the land**

4.3 If there are any restrictions on the use or development of the land, please explain how your project will comply with these.

*Restrictions might include, amongst others, environmental designations such as a Site of Special Scientific Interest (SSI), heritage designations such as listed building status, controls on contaminated land or planning restrictions.*

No known restrictions have been identified.

## Negative consequences

- 4.4 Please identify any potential risks which may occur if your request is agreed to? How would you propose to minimise these?

*You should consider any potential negative consequences for the local economy, environment, or any group of people and explain how you could reduce these.*

The table below outlines the potential risks and consequences arising from the development of St Ninian’s Hall as a community space, and details how the Trust will mitigate risks to minimise their impact on the project. (See also Section 6.6 Business Plan: <i>Risk Mitigation</i> ).	
Risk	Mitigation
Low demand for services / activities from local people	The Trust will continue to engage and consult with the community to identify need which will inform how the asset is used and shape delivery of activities / services within St Ninian’s Hall. The Trust will carry out marketing and promotion activities to engage the community and raise awareness of services/activities available within the new community space.
Refurbishment costs are higher than expected	<p>The Architectural Feasibility Study undertaken by Frame Architects has provided the Trust with a breakdown of refurbishment works relating to the interior of St Ninian’s Hall. As stated in Section 4.1.3, the architectural feasibility study suggest adaptations to the building can be undertaken with minimum alteration to the existing space. Therefore, the Trust is confident the Hall is usable immediately and intend to promptly open the space as a venue for community events, family parties and community group activities. This approach will enable the Trust to carry out marketing activities, generate income and build capacity from the outset. Section 6 of the Business Plan provides further detail regarding the Trust’s approach and timeframe.</p> <p>Funding strategy – A funding strategy for St Ninian’s Hall is detailed in Section 3.3 of the Business Plan. The Trust will reinvest surplus income to carry out a phased programme of refurbishment works. Where appropriate, the Trust will also apply for grant funding. Further information is detailed in Section 6 of the CAT Request Form and Section 8 of the Business Plan.</p>

	<p>Procurement - A procurement process will be followed to ensure works procured represent best value. The Trust has previous experience of procuring specialists / professionals (e.g. Framed Architects / Community Enterprise Scotland).</p> <p>Costed work plan and financial forecast – Section 8 of the Business Plan includes a costed budget for the refurbishment works. A detailed schedule of works will be developed and used to monitor and track project spend and key milestones.</p> <p>Repair work to the exterior fabric building has been undertaken by Renfrewshire Council.</p>
<p>Loss of key personnel, volunteers, Board members</p>	<p>The Trust will develop a succession plan to address continuity of Board membership. Currently membership of the Trust is 80, representing a good foundation from which new Board members can be recruited.</p> <p>The Trust will continue to raise awareness of volunteer opportunities related to the development of St Ninian’s Hall and the wider work of the Trust.</p> <p>Employment contracts for staff will reflect good terms and conditions in line with Scottish Government’s <i>Fair Work First</i> agenda.</p>
<p>Displacement and impact on local provision / facilities</p>	<p>To ensure the local economy is not impacted by displacement of services / activities, the Trust has consulted with the neighbouring facilities as part of developing this CAT Request. Stakeholder feedback is detailed in Section 2.2 of the Business Plan. Opportunities for St Ninian’s Hall to provide additional community space (particularly evening-time lets) was noted.</p> <p>Moving forward, the Trust will regularly liaise with neighbouring facilities to mitigate the potential for displacement of services / activities and ensure activities are complementary and duplication is avoided. Opportunities for collaboration / partnership working (particularly around seasonal calendar events) will be identified.</p>

<p>Opposition from other community groups</p>	<p>Stakeholder consultation activities will continue.</p> <p>The Trust will facilitate community summit-style events with support from Engage Renfrewshire (and promote activities through Engage Renfrewshire’s membership).</p> <p>A Development Manager will be employed to develop and maintain local connections and undertake day to day comms and marketing on behalf of the Trust</p>
<p>Negative impact on neighbouring businesses and nearby residents</p>	<p>The Trust will work closely with neighbouring business <i>Paisley Community Circus</i> which occupies the former St Ninian’s Church building and shares access the on-site car park (of approximately 20 car parking spaces).</p> <p>Parking provision will be restricted to visitors of Community Circus and St Ninian’s Hall. The Trust will notify Community Circus Paisley in advance of large events which may impact shared carparking spaces. For large on-site events / conferences, visitors will be directed to nearby overflow car parking (located on Falcon Crescent). The Trust will monitor incidences of pavement parking and information on local carparking sites will be incorporated into booking forms. Sustainable transport options will be promoted.</p> <p>The Trust will communicate regularly with nearby residents to track/monitor concerns raised re: increased footfall and vehicle traffic to St Ninian’s Hall. The Trust’s website and Facebook page will include contact details for the Trust. Contact will be maintained with the Community Policing Team. The Trust’s website and Facebook sites will include In Case of Emergency contact details. Board members will be key holders.</p>

**Capacity to deliver**

4.5 Please show how your organisation will be able to manage the project and achieve your objectives.

*This could include the skills and experience of members of the organisation, any track record of previous projects, whether you intend to use professional advisers, etc.*

*Have you / your organisation managed projects or owned / leased land previously?*

*Please provide details of: -*

#### **4.5.1 Skills and experience of members of the organisation**

A Board of seven Trustees lead on the work of the Trust and have the necessary skills, knowledge and experience to deliver the proposed development of St Ninian's Hall as a community space. A summary of the key skills/expertise is detailed below. Further information can be found in Section 5 of the Business Plan.

- **Facilities Management** – Trustees have skills and experience of managing and operating facilities which are open to the public. Experience includes managing the operation of a day care centre for older people in Johnstone (in line with standards set out by the Care Inspectorate); managing facilities on behalf of Renfrewshire Council including town halls in Paisley, Johnstone, Linwood and Renfrew (hosting large events incl. music / theatre and social functions incl. weddings); managing a group of commercial storage facilities (operating across a number of locations). Trustees have direct experience of carrying out a range facilities management tasks including undertaking fire tests; carrying out building maintenance checks; completing maintenance logs; key holding / building security; liaising with contractors; completing health and safety assessments and method statements; providing soft FM services (toilets / kitchens/public spaces); ordering and maintaining stocks/cleaning supplies; following procedures for event set-up and room layout plans; fire marshalling. Trustees hold COSHH certification (Control of Substances Hazardous to Health).
- **Community Engagement** – Trustees have experience of arranging community consultation events and meeting, drafting community surveys using online platforms such as Survey Monkey, awareness raising through social media channels including Facebook and via the Trust's website. This experience will enable the Trust to effectively undertake community engagement activities as part of its work to develop St Ninian's Hall as a community asset. This experience will enable the Trust to align development of the asset to the needs of the community as well as market, promote and raise awareness of activities, events and services to encourage community participation.
- **Event Management** – Trustees have experience of coordinating, managing and delivering community events including organising event hospitality, contracting suppliers, undertaking risk assessments and event administration (insurances etc). Members of the Board organised street events as members of *Glencoats Tenants, Residents and Family Association*. These events were attended by 100+ residents. This experience will enable the Trust to successfully manage St Ninian's Hall as a community events space.
- **Project Delivery** – Trustees have experience of delivering community-based projects and activities. Skills and experience include, project planning, budget setting, writing funding applications and tasks associated with grant management and administration. In 2022, the Trust secured grant funding to deliver a growing-grounds project involving school pupils from St Fergus and Glencoats Primary Schools with the aim of encouraging engagement in community growing. Other

examples of project delivery include organising a canal boat trip for local families in partnership with *Seagull Trust Cruises*.

- **Governance** – Members of the Board have previous experience of carrying out Trustee duties and responsibilities. Previous experience includes chairing voluntary sector boards and holding elected positions within the former Renfrew District Council. The experience will enable the Trust to effectively carry out governance tasks (compliance with policies/procedures, regulatory requirements incl. GDPR) and trustee duties including annual reporting to OSCR (Scotland's Charity Regulator).
- **Finance & Fundraising** – Trustees have a variety of skills and experience relating to managing and monitoring project finance. Skills include setting project budgets, securing and managing grants, raising funds to deliver activities for the community. This knowledge and experience will enable the Trust to establish effective financial procedures, manage project finances and generate additional funds to support the ongoing development of the asset
- **Commissioning Professional Services** – The Trust has experience of implementing a procurement process to commission specialists and professionals. The process included drafting a tender brief, assessing tenders for best value, interviewing and selecting preferred tender, setting key performance indicators and managing contractors. In 2024, the Trust procured Framed Architects to carry out an architectural study on St Ninian's Hall and commissioned consultants Community Enterprise to provide business planning support. This knowledge and experience will enable the Trust to confidently engage with local suppliers and contractors during planned renovation works within the Hall.
- **Managing Teams / Office administration** – Trustees are skilled and experienced in providing support to staff. Qualifications include management training (SVQ Level 4) and registration with the Scottish Social Services Council (SSSC). Trustee skills include recruitment and selection of staff, supporting staff development through training and mentoring and carrying out a variety of administrative duties including customer-care, sales, and account management roles. This knowledge and experience will enable the Trust to recruit, manage and support staff involved in managing St Ninian's Hall.
- **Working with Partners and Stakeholders** – Trustees have experience of participating in local community groups and have extensive experience of Renfrewshire's voluntary sector. This knowledge and experience will enable the Trust to work closely with local partner organisations (e.g. Paisley Community Circus, Pachedu, Sculpture House Collective, Tannahill Centre, Engage Renfrewshire).

In 2025, the Trust commissioned *Community Enterprise Scotland* to carry out a skills audit exercise involving current Trustees. The audit noted Trustees demonstrated high level of skills across areas including, Generating Ideas, Setting Key Performance Indicators, Voluntary Sector Experience, Staff Support/Training/Mentoring.

Moving forward, the Trust will continue to:

- Participate in learning and training programmes offered through local / national providers including Engage Renfrewshire, Just Enterprise and Community Ownership Support Service (COSS). The Trust is keen to develop knowledge and learning re: volunteer management.
- Participate in peer support forums and networks such as the Renfrewshire Social Enterprise Network (RenSEN) to gather learning from other voluntary sector organisations
- Work closely with Development Trusts Association Scotland (DTAS) and Community Ownership Support Service (COSS) to access information, advice and resources relating to finance, fundraising, partnership working, asset development.

#### ***4.5.2 Do you intend to use professional advisors?***

Yes. The Trust will continue to actively engage with a range of professional advisors to progress plans to develop St Ninian's Hall as a fit-for-purpose community space.

To date the Trust has engaged with professional advisors in relation to:

- Business Development / Planning – In 2024, the Trust commissioned business planning support from Community Enterprise Scotland (CES). The Trust has maintained its connection with CES as it looks to move forward with plans for the asset.
- Architectural Feasibility—In 2024, the Trust commissioned Frame Architects to undertake a RIBA Stage 2 Feasibility Study on St Ninian's Hall. As part of implementing the study's recommendations, the Trust will engage with other professional advisors regarding the refurbishment of the asset for example a Mechanical and Electrical Engineer to develop a services strategy, a Principal Designer to plan and manage Health and Safety requirements prior to commencing refurbishment works. Further detail can be found in Section 7 of the Architectural Feasibility Study.
- Accountancy – The Trust is engaged with Pro Tax Accountants Saleem & Co for accountancy services. Once staff are in post, the Trust will also require payroll services.

#### ***4.5.3 Do you currently lease / manage a property from Renfrewshire Council? If yes, please provide details***

No. The Trust does not currently lease or manage property from Renfrewshire Council. However, Section 4.5.1 provides further detail of Trustees skills and experience of managing property owned by Renfrewshire Council. This is outlined in Section 4.5.1.

#### **4.5.4 Please detail how you plan to maintain the asset?**

The Trust will be responsible for the ongoing maintenance of St Ninian's Hall. As indicated in Section 4.5.1 above, Trustees have relevant skills, experience and knowledge of facilities management. The Trust will implement a facilities management plan which will include the following:

- A facilities management checklist – This will identify tasks such as cleaning, cyclical maintenance (i.e. equipment checks), health and safety (i.e. inspections, risk assessments), repairs and renewals (i.e. insurances), site security, compliance checks and certification (utilities / fire). The checklist will identify key tasks and responsibilities, specifications and approved list of contractors and management requirements.
- Operating Policies and Procedures – The Trust will develop a suite of policies and procedures and will review these on a regular basis at board meetings. A member of the board will have responsibility for reviewing policies and bringing them to the board for amendment where appropriate. The Trust will also make use of information and advice available from the Facilities Advisor within Community Ownership and Support Service (COSS).
- Staffing – The Trust will employ a Development Manager and Cleaner/Caretaker to support the day-to-day operation / maintenance of the asset. This will ensure the space operates efficiently and effectively and maintenance issues are reported correctly. Further detail relating to staff roles is detailed in Section 5 of the Business Plan.

#### **4.5.5. Any other relevant information?**

N/A

### **Section 5 Level and nature of support**

Please provide details of the level and nature of support for the request, from your community and, if relevant, from others.

*This could include information on the proportion of your community who are involved with the request, how you have engaged with your community beyond the members of your organisation and what their response has been. You should also show how you have engaged with any other communities that may be affected by your proposals.*

#### **5.1.1 How many people are members of your organisation? Are they in agreement with this application?**

Support from membership - Ferguslie Community Development Trust operates as a two-tier Scottish Charitable Incorporated Organisation (SCIO) with a membership totalling 80 individuals. At an AGM held on the 27<sup>th</sup> of November 2023, the membership were canvassed for their support of the proposal to submit a CAT Request for the

transfer of St Ninian's Hall to Ferguslie Community Development Trust. All 27 members in attendance were supportive of the proposal.

Support from community - The Trust has consulted with the community throughout the development of this proposal. Activities undertaken included a door-to-door information campaign, online surveys and awareness raising events. The Trust commissioned consultants Community Enterprise Scotland to carry out a community survey which was undertaken between October 2024 and February 2025. A full analysis of the survey is detailed in Appendix 2 of the Business Plan. In total, 98 responses were received, representing a total of 284 people. 76% of responses were from residents of Ferguslie Park. 13% of responses were from people who work in the area. As part of the survey, people were asked if they supported community ownership of St Ninian's Hall. 79% indicated their support for the proposal and collectively 66% of responses wanted to be involved in some way (such as becoming a member of the Trust and / or requesting to be kept informed about project progress).

In November 2024, the Trust carried out an online poll over 72 hours on social media. The poll posed the question: "*Do you agree that St Ninians Church should be owned and managed by the people of Ferguslie Park?*" 460 voted 'Yes' and 11 voted 'No'.

**5.1.2 Have you consulted with other local stakeholder groups and agencies? Please provide evidence.**

Yes. Nine stakeholder interviews have taken place with the following local organisations, groups and individuals: The Tannahill Centre, Ferguslie Park Housing Association, Ferguslie Park Community Council, Sculpture House, Community Circus Paisley, Shopmobility Renfrewshire, The Karate Club, Ferguslie Early Learning and Childcare Centre, Engage. Views gathered from these stakeholders are summarised below:

- Community Development Hub – Stakeholders indicated the proposal would offer a one-door approach to community services, including advice on matters relating to employment/education/health; access to support services; afterschool provision. The Trust will incorporate these opportunities into the programme of activities to be delivered in St Ninian's Hall.
- Collaboration with Partner Agencies – Stakeholders identified opportunities for collaboration to implement strategies for change and stability in the area. The development of St Ninian's Hall will provide opportunities for greater collaboration and partnership working, for example the Tannahill Centre would like to operate the farmers market more than one day a week but is restricted due to limited availability of space. Developing St Ninian's Hall as a community event space would enable the market to operate on a twice weekly basis, making best use of local facilities and meeting local need
- Volunteer Opportunities – Stakeholders noted the proposal would create opportunities for local people to volunteer, contributing their time and expertise to

community-based projects. The Trust will work to provide quality volunteering opportunities and training.

- Training & Employment Enterprise – Establishing a community-run enterprise to provide training and employment opportunities.
- Youth Activities - Creating a centre for youth activities to engage young people in positive and productive endeavours.
- Mental Health and Well-being - Developing programs to tackle issues such as mental health, loneliness, and isolation.

Further evidence of the stakeholder consultation outlined above is detailed in Section 2 of the Business Plan.

### ***5.1.3 Have you been in contact with local staff? If yes, please provide details of who***

The Trust has engaged with staff and area officers listed below:

- Renfrewshire Council / Regeneration & Place Manager – Has actively engaged and consulted with in the development of the Making of Ferguslie regeneration plan.
- Renfrewshire Council / Community Asset Transfer (CAT) Programme Manager – The Trust has met regularly with the CAT Manager as part of developing its proposal for St Ninian’s Hall.
- Engage Renfrewshire / Third Sector Development Officer – The Trust has held regular meetings with Engage Renfrewshire’s Third Sector Development Officer. Support has included governance training, capacity building and organisational development. The Trust is a member of Renfrewshire’s Social Enterprise Network which is managed / coordinated by Engage Renfrewshire.
- Renfrewshire Council / Invest in Renfrewshire Communities Team – The Trust has accessed funding and development support provided by Funding & Development Officer / Social Enterprise Officer.

In addition to the above, the Trust has engaged with local area representatives from the following support agencies:

- Development Trust Association Scotland (DTAS) – The Trust has received development support from a DTAS Advisor since joining DTAS on the 9<sup>th</sup> of May 2024, Membership Number S.E.369
- Community Ownership Support Service (COSS) – The Trust has attended information workshops delivered by COSS and the local area advisor has attended initial business planning sessions to explore opportunities relating to Community Asset Transfer.

### ***5.1.4 Have you contacted any other communities that may be affected?***

Other communities of interest have been contacted through the Renfrewshire Social Enterprise Network (RenSEN). The Trust is a member of RenSEN and with support from the RenSEN Coordinator (Engage Renfrewshire), the Trust has canvassed views

from RenSEN members to gather feedback, identify opportunities to collaborate and identify potential anchor tenants.

#### **5.1.5 Any other relevant information**

N/A

### **Section 6 - Funding**

Please outline how you propose to fund the price or rent you are prepared to pay for the land, and your proposed use of the land.

*You should show your calculations of the costs associated with the transfer of the land or building and your future use of it, including any redevelopment, ongoing maintenance and the costs of your activities. All proposed income and investment should be identified, including volunteering and donations. If you intend to apply for grants or loans you should demonstrate that your proposals are eligible for the relevant scheme, according to the guidance available for applicants.*

#### **6.1.1 Please show your calculations of the costs associated with the transfer of the land or buildings and your future use of it, including any redevelopment, ongoing maintenance and the costs of your activities. All proposed income and investment should be identified, including volunteering and donations.**

Cost of Transfer – The Trust has identified a pre-start budget of approximately £5,000. Costs identified include legals fees (to agree terms of lease), connection fees (broadband / telephone), buildings insurance, reviewing alarm / fire systems and a budget for carrying out remedial decoration / purchase of fixtures and fittings. These costs will be covered by current reserves and grant funding. Funding sources identified include: Development Trusts Association Scotland (DTAS), Sustainable Communities Fund (Renfrewshire Council).

Future use of the building – As outlined above, the Trust propose to develop St Ninian's Hall as a community event space. The space within the venue will be available for hire to accommodate large community/cultural events and gatherings as well as provide smaller meeting / workshop space for delivery of community group activities. The Trust also intend to provide space to support a small number of anchor tenants. Facilities currently include an onsite kitchen. The Trust propose to undertake a programme of internal renovations to the building to create a kitchen/café space suitable for supporting larger social functions such as birthday parties, weddings etc. The addition of movable partitions will provide greater flexibility of use.

The Trust has developed 5-year financial forecast. A summary is shown in the table below. Full financial projections are detailed in Appendix 5 of the project Business Plan.

While trading will be essential to ensure financial sustainability, the Trust is keen to ensure services are affordable for all. Similarly, the Trust will aim for the building to be well used by other third sector organisations which will require a pricing strategy that reflects the financial pressures many of these organisations are under. Cashflow

projections show trading growth at a modest rate. Occupancy rates are relatively low and are intended to be cautious.

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
<b>Income</b>						
Trading	£80,993	£114,842	£128,976	£128,976	£128,976	£582,761
Grants	£30,000	£20,000	£10,000	£0	£0	£60,000
<b>Total Income</b>	<b>£110,993</b>	<b>£134,842</b>	<b>£138,976</b>	<b>£128,976</b>	<b>£128,976</b>	<b>£642,761</b>
<b>Expenditure</b>	<b>£95,275</b>	<b>£98,383</b>	<b>£99,400</b>	<b>£109,438</b>	<b>£110,496</b>	<b>£512,992</b>
<b>Surplus / Deficit</b>	<b>£15,718</b>	<b>£36,459</b>	<b>£39,576</b>	<b>£19,538</b>	<b>£18,479</b>	<b>£129,769</b>

A breakdown of Income and Overheads in relation to the operation of St Ninian's Hall are shown in the table below. Annual totals have been provided for Years 1 to 5. Financial projections do not include cost of refurbishment work. These costs have been outlined separately and a rationale for this approach has been provided below.

<b>St Ninian's Hall / Income</b>	<b>YR1Total</b>	<b>YR2Total</b>	<b>YR3Total</b>	<b>YR4Total</b>	<b>YR5Total</b>
Café Profit / Loss	£8,396	£10,368	£10,368	£10,368	£10,368
Cultural Events Profit / Loss	£3,290	£4,428	£4,428	£4,428	£4,428
Soft Play Profit / Loss	£20,437	£28,970	£34,560	£34,560	£34,560
Event Lets Profit / Loss	£7,500	£10,500	£13,500	£13,500	£13,500
Lets for Meeting Rooms and block bookings for Anchor Tenants Profit / Loss	£41,370	£60,576	£66,120	£66,120	£66,120
<b>Total Income Year 1</b>	<b>£80,993</b>	<b>£114,842</b>	<b>£128,976</b>	<b>£128,976</b>	<b>£128,976</b>
<b>St Ninian's Hall / Overheads</b>					
Advertising	£3,000	£3,000	£3,000	£3,000	£3,000
Rates	£1,500	£1,500	£1,500	£1,500	£1,500
Water Rates	£2,400	£2,400	£2,400	£2,400	£2,400
Gas / Electric	£24,000	£24,000	£24,000	£24,000	£24,000
Phone and internet	£1,200	£1,200	£1,200	£1,200	£1,200
Insurance	£3,000	£3,000	£3,000	£3,000	£3,000
Stationery, postage, printing	£300	£300	£300	£300	£300
Staff costs - Core	£49,875	£50,873	£51,890	£52,928	£53,986
Staff expenses and training	£600	£600	£600	£600	£600

Volunteer expenses and training	£1,200	£1,200	£1,200	£1,200	£1,200
Professional and accountancy fees	£2,000	£2,000	£2,000	£2,000	£2,000
Repairs and Maintenance	£3,600	£3,600	£3,600	£3,600	£3,600
Security alarm and other contracts	£300	£300	£300	£300	£300
Refuse collection	£300	£300	£300	£300	£300
Membership Fees	£500	£500	£500	£500	£500
Cleaning materials	£300	£300	£300	£300	£300
Misc	£1,200	£1,200	£1,200	£1,200	£1,200
Sinking fund (Nil Yr 1, 2, 3)	£0	£0	£0	£9,000	£9,000
Inflation (5%)	£0	£2,110	£2,110	£2,110	£2,110
<b>Total Overheads</b>	<b>£95,275</b>	<b>£98,383</b>	<b>£99,400</b>	<b>£109,438</b>	<b>£110,496</b>
<b>Operating Profit / Loss</b>	<b>-£14,282</b>	<b>£16,459</b>	<b>£29,576</b>	<b>£19,538</b>	<b>£18,480</b>
<b>Grants and Fundraising</b>	<b>£30,000</b>	<b>£20,000</b>	<b>£10,000</b>	<b>£0</b>	<b>£0</b>
<b>Balance</b>	<b>£15,718</b>	<b>£36,459</b>	<b>£39,576</b>	<b>£19,538</b>	<b>£18,480</b>

**Financial Assumptions** – Figures shown in the above table are based on the following assumptions:

- *Lets for meeting rooms and block bookings* – These figures reflect occupancy rates of 20-25% and block bookings for anchor tenants (i.e. Japan Karate Academy).
- *Repairs and Maintenance* – figures reflect ongoing repairs and do not relate to renovation costs which have been identified separately. See below.
- *Grants and fundraising* - The projections show that with a reasonable grants/fundraising target of £30,000 in Year 1 (tapering to £20,000 in Year 2 and £10,000 in Year 3, though that is not required for sustainability), modest surpluses can be generated accumulating to over £100,000 by the end of year 5. It is highly likely that grants and fundraising will be part of the mix of income as is standard for such a facility. In the cashflow the level of grant funding required could be reduced if these cautious estimates are exceeded.
- *Staff Costs* - The largest item of expenditure is salaries for the full time Development Manager and part time Caretaker. The table below provides a breakdown of staff costs.

<b>Core Posts</b>	<b>Salary</b>	<b>NI</b>	<b>Pension</b>	<b>FTE</b>	<b>Total</b>
Development Manager	£30,000	£3,750	£1,500	1.0	£35,250
Cleaner / Caretaker	£25,000	£3,000	£1,250	0.5	£14,625
<b>Total</b>					<b>£49,875</b>

Renovation Costs - As detailed in Section 4.1.3, renovation of the building will be undertaken in phases. The table below provides a breakdown of the overall costs associated with all phases of the refurbishment of St Ninian's Hall. These costs have been identified following an Architectural Feasibility Study undertaken by Frame Associates (2025). Full details can be found in the Feasibility Study (see report prepared by Quantity Surveys Langmuir + Hay / April 2025). NB: 'Capital build' costs incl. refurbishment of roof, external doors/window, internal walls/partitions, Fittings/Furnishings & Equipment and services (incl. platform lift).

Summary heading	Amount (£)
Capital build- Contingencies (10%) included	£424,815
Professional fees (15%)	£63,722
Insurances (estimate)	£5,000
Furniture and fittings (not included in QS Costs)	£50,000
Planning and Building Warrant Fees (estimate)	£10,000
Site Investigations (estimate e.g. asbestos, rot, etc.)	£20,000
VAT (to be tested by a VAT assessor)	£112,707
TOTAL	£686,245

**6.1.2 Please also supply details of what funding you have received so far, and any conditions attached.**

In 2024, the Trust secured a grant through Renfrewshire Council's Sustainable Communities Fund totalling £24,474.00 to cover the cost of commissioning consultants to support the Trust with business planning activities and an architectural feasibility study in relation to St Ninian's Hall. A condition of grant related to completion of the funded activity by 31<sup>st</sup> March 2025. The business plan and findings from the feasibility study are attached.

**6.1.3 Details of funding you have applied for but are still waiting on a decision / response**

The Trust has identified a detailed funding strategy which is outlined in Section 8 of the Business Plan. The funding strategy reflects the delivery approach outlined in section 4.1.3 above which sets out the rationale for using the Hall immediately following asset transfer and to undertake refurbishment works in a phased way. This

approach will enable the Trust to begin to generate income immediately through hall lets and block bookings (anchor tenants). Surplus income will be reinvested into the building.

Sources of funding identified are detailed below. In addition to grant funding, the Trust will apply for support through Renfrewshire Council’s community benefit programme (facilitated by Engage Renfrewshire) and NHS Scotland’s Community Benefit Programme.

Fund	Grant Request	Funding Deadline
<i>Sustainable Communities Fund</i> (Renfrewshire Council) – A Large Grant request to be submitted for support with Pre-start, Phase 1 and Phase 2 Capital Costs	£100,000	August 2025
<i>CARES Community Buildings Fund</i> (Local Energy Scotland)	£80,000	October 2025
Weir Charitable Trust	£25,000	October 2025
<i>FCC Scottish Action Fund</i> (Scottish Landfill Communities Fund) – Closes 19 November 2025	£20,000	November 2025
<i>Glasgow Airport’s Flightpath Fund</i>	£5,000	December 2025
<i>Community Action Fund</i> (The National Lottery Community Fund) Multiannual funding up to £250,000 eligible costs incl. staff costs, equipment, utilities, volunteer costs	£200,000 (over 3 years)	Rolling
<i>Wee Grants</i> (Robertson Trust)	£5,000	Rolling
Charitable Trusts & Foundations (such as <i>Asda Foundation Local Community Spaces Fund</i> with annual funding rounds)	£100,000	Various

**6.1.4 Details of other funding i.e. voluntary donations, borrowing etc**

In 2024, the Trust received in-kind services from Ryden Architectural Services through Renfrewshire Council’s Community Benefits Programme (coordinated by Engage Renfrewshire). Ryden Architectural Services carried out an Options Appraisal (RIBA Stage 1) on St Ninian’s Hall. This in-kind support was instrumental in securing grant funding from Renfrewshire Council’s Sustainable Communities Fund.

**6.1.5 Any other relevant information**

## **Section 7 Other Supporting Documentation**

To enable the Council to fully consider your application, the following supporting documentation must be submitted as part of your application:-

- A copy of your organisation's Constitution, Articles or Association or other governing rules as appropriate;
- A detailed business case (that is proportionate to the nature of the asset transfer request);
- A financial projection of income and expenditure for at least three full financial years following the date of this request;
- A copy of your organisation's most recent audited accounts, where available (or a financial projection covering the current financial year where the applicant has been operating for less than one year);
- Annual reports (where these are available).

Applicants are advised to refer to the Scottish Government Community Asset Transfer Guidance for Community Transfer Bodies for further details of what information should be included in these supporting documents. <https://www.gov.scot/publications/asset-transfer-under-community-empowerment-scotland-act-2015-guidance-community-9781786527509/>

## Declaration and Signature

Two office-bearers (board members, charity trustees or committee members) of the community transfer body must sign the form. They must provide their full names and home addresses for the purposes of prevention and detection of fraud.

This form and supporting documents will be made available online for any interested person to read and comment on. Personal information will be redacted before the form is made available.

**We, the undersigned on behalf of the community transfer body as noted at section 1, make an asset transfer request as specified in this form.**

**We declare that the information provided in this form and any accompanying documents is accurate to the best of our knowledge.**

"I understand that the details provided will be used by Renfrewshire Council for the purpose of assessing the asset transfer request and may be shared with Council Officers and Elected Members for the purposes of providing support in making the application or other purposes as appropriate. Further information on how the Council looks after personal information can be found here :

<https://www.renfrewshire.gov.uk/article/2201/Privacy-policy>

1. Name: [REDACTED]

Address [REDACTED], Paisley PA3 [REDACTED]

Date 30/06/2025

Position Chairperson

Signature [REDACTED]

2. Name: [REDACTED]

Address [REDACTED], Paisley PA3 [REDACTED]

Date 30/06/2025

Position Secretary

Signature [REDACTED]

### **Checklist of accompanying documents**

To check that nothing is missed, please list any documents which you are submitting to accompany this form.

#### **Section 1 – you must attach your organisation’s constitution, articles of association or registered rules**

Attached

#### **Section 2 – any maps, drawings or description of the land requested**

Site Plan Ref:E3565A attached

#### **Section 3 – note of any terms and conditions that are to apply to the request**

#### **Section 4 – about your proposals, their benefits, any restrictions on the land or potential negative consequences, and your organisation’s capacity to deliver.**

#### **Section 5 – evidence of community support**

#### **Section 6 – funding**

#### **Section 7 – Supporting Documentation**

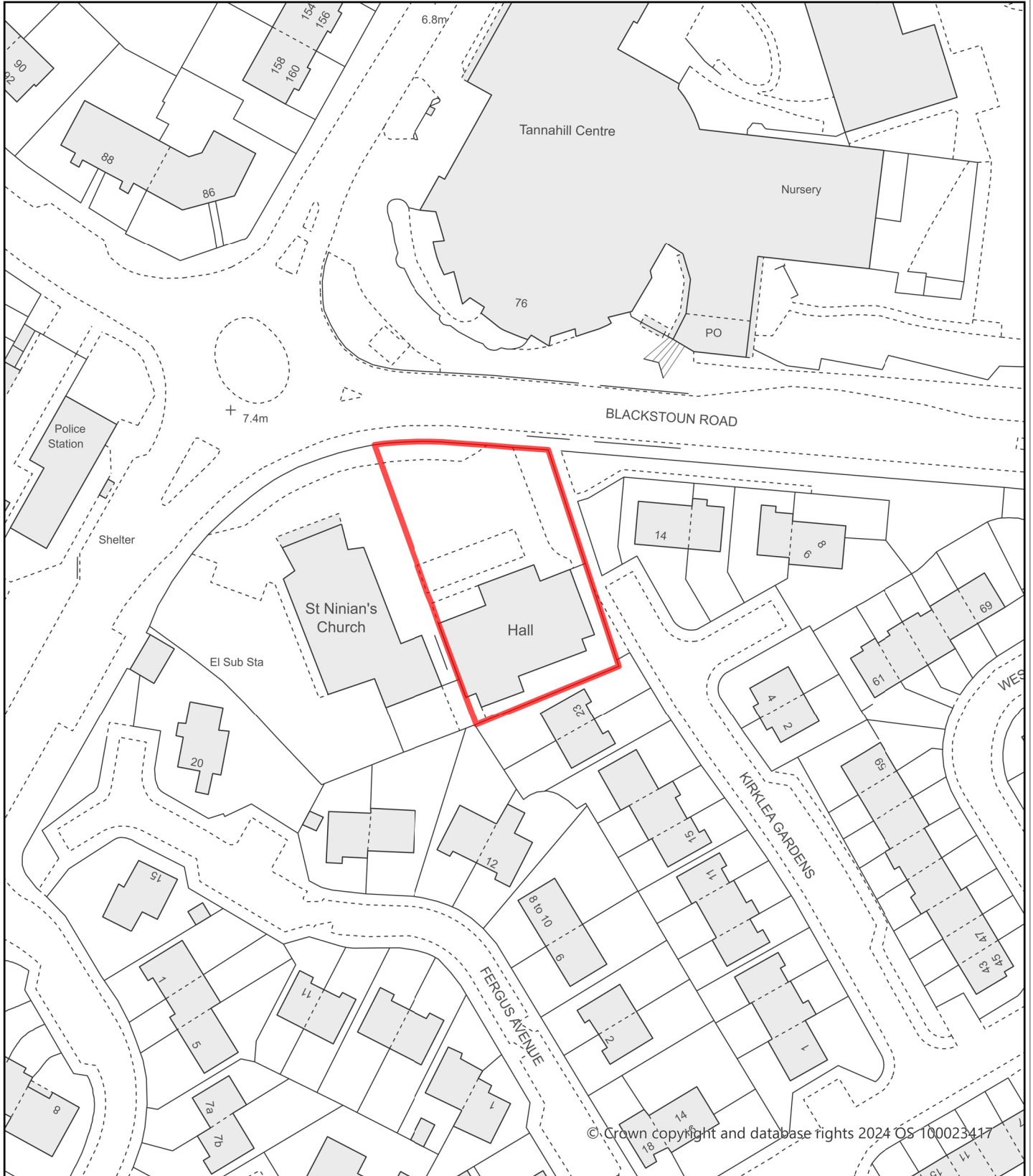
Business Plan: Asset Transfer of St Ninian’s Church Hall Building (Community Enterprise Scotland)

Architectural Feasibility Study: St Ninian’s Church Hall [April 2025] (Framed Architects).



User: hocraigi1

Date: 07/04/2025



© Crown copyright and database rights 2024 OS 100023417

Notes:

**Area shown outlined red extends to 1,431 sqm or thereby.**



# Business Plan

## Asset Transfer of The St Ninians Church Hall Building

Ferguslie Community Development Trust

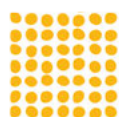
July 2025 v10 (updated 04/07/2025)



---

## Contents

<b>Executive Summary</b> .....	<b>3</b>
<b>1. Introduction and Background</b> .....	<b>6</b>
1.1 Background and Original Drivers.....	6
1.2 The Organisation .....	6
1.3 About the Community.....	7
1.4 About the Asset .....	9
1.5 How this Business Plan was developed: Methodology	13
<b>2. Evidence of Need</b> .....	<b>16</b>
2.1 Community Consultation and Need in the Community	16
2.2 Competitive Analysis and Stakeholder Interviews .....	19
<b>3. What We Will Do and Our Outcomes</b> .....	<b>26</b>
3.1 Vision.....	26
3.2 Key Activities and Services .....	27
3.3 What we will do with the Building.....	29
3.4 Broad Social Outcomes.....	34
<b>4. Monitoring and Evaluation</b> .....	<b>36</b>
<b>5. Governance and Management</b> .....	<b>37</b>
5.1 Governance and Legal Structure.....	37
5.2 Skills audit .....	38
5.3 Volunteers.....	42
5.4 Staffing.....	42
5.5 Organisational chart.....	42
5.6 Job Roles.....	43
5.7 Policies and Procedures .....	39
5.8 Partnerships .....	40
<b>6. Managing the Asset</b> .....	<b>41</b>
6.1 Operations .....	41
6.2 Risk Mitigation.....	45
6.3 Managing the Refurbishment.....	47
<b>7. Marketing</b> .....	<b>47</b>
7.1 Approach.....	47
7.2 Brand.....	47
7.3 Marketing channels.....	47
7.4 Marketing Strategy.....	49
<b>8. Funding and Finance</b> .....	<b>50</b>
8.1 Summary of Capital Costs.....	50
8.2 Funding Strategy .....	51
8.3 Income Generation and Sustainability.....	52
<b>Appendices</b> .....	<b>53</b>
Appendix 1: Demographics and statistics .....	54
Appendix 2: Community Survey Analysis .....	57
Appendix 3: Skills Audit .....	63
Appendix 4: Fit With Strategy .....	73
Appendix 5: Cashflow Projections.....	77
Appendix 6: Letters of Support .....	79



# Executive Summary

## Background and Context

Ferguslie Community Development Trust has been working towards securing a new community facility for the area for some years, to fill gaps and to stimulate social, economic and environmental regeneration in Ferguslie. Various potential sites were considered for a community hub, but as options were investigated in more detail, it became clear that the scale, position and condition of the old St Ninian’s Church Hall was best suited to this purpose. With the Tannahill Centre, Circus Space and others, this creates a campus approach in the centre of Ferguslie, which will enhance all the local facilities. A period of research and consultation then tested this concept and produced this business plan.

## The Asset

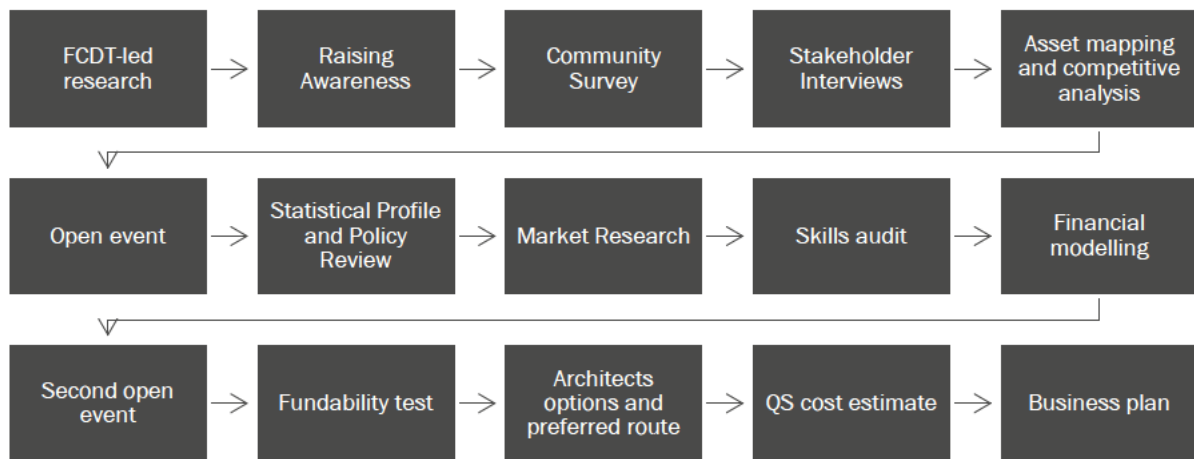


St Ninian’s Church Hall is a single-storey building located in Ferguslie Park, Paisley. The asset comprises a main hall, flexible meeting space and a good kitchen that can run events.

It shares its site with St Ninian’s Parish Church, which is currently used by a local circus group. Adjacent to the hall is the Tannahill Community Centre, which houses various community groups and enterprises. The hall's proximity to Glencoats Primary School, Saint Fergus Primary School, and Ferguslie Sports Centre offers opportunities to create a campus approach for all these local facilities, fostering an integrated partnership among different organisations.

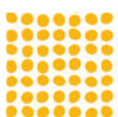
Usage of the car park will require some investigation and planning.

## What We Did



## Our community

Ferguslie Park, a residential suburb at the north-west of Paisley, has faced significant challenges over the years. It has been recognised as one of the most deprived communities in Scotland, struggling with issues such as social exclusion, crime, and drug abuse. Despite these challenges, community and Council-led efforts have been made to regenerate the area, with significant



success. Initiatives like the Tannahill Centre, Ferguslie Park Radio and the Sports Centre provide community facilities and support residents.

The total population of the Community Council area is 4,227. The demographic profile of Ferguslie Park is younger than average for Renfrewshire and Scotland. In particular, the proportion of children and young people is 3% higher than the regional and national averages. There is also a higher proportion of those aged between 16-64 years compared to regional and national levels and a lower proportion of those aged 65+ (10.5% in Ferguslie Park compared to 19.6% across Scotland).

Five of the datazones covering Ferguslie Park are within the most deprived 10% in Scotland, with high levels of deprivation across all the domains except for geographic access to services which shows lower levels of deprivation. The datazone S01012068 has an overall ranking of 4 meaning that it is the 4th most deprived datazone in Scotland.

Only 38% of survey respondents feel that Ferguslie is a good place to get jobs and work.

12.6% of people have a physical disability in Ferguslie, which is higher than the national average (9.7%). 18.1% in Ferguslie have a qualification at a degree level or higher, compared to 32.5% across Scotland.

79% of the survey respondents are supportive of the community buyout of St Ninians Church.

In the survey, 75% would support an event space and use it, 67% would support and use art and cultural events, 58% would support and use a training space, 67% would support and use physical activity space, 62% would support and use family events, 59% would support and use complementary space for community groups and 56% would use space for businesses.

### The Lead Organisation

The Ferguslie Community Development Trust operates as a two-tier Scottish Charitable Incorporated Organisation (SCIO), with a membership of about 80 and rising. The primary aim of the Trust is to advance Ferguslie Park and provide community-led activities that benefit residents and workers within the postcode areas PA3 1 and PA3 2.

### Our Vision

**VISION:** Ferguslie will be a thriving, resilient community with rich social connections and a strong local economy

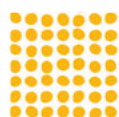
**MISSION:** To fill gaps in the community and to provide a sustainable, supportive and inspirational central point for events, a gathering space and small meeting space.

### Key Activities and Services

**Meantime use:** Some early upgrading is required to address immediate issues, but activity can happen in the building immediately. There is no need to wait for an expensive remodelling to start to use the facility.

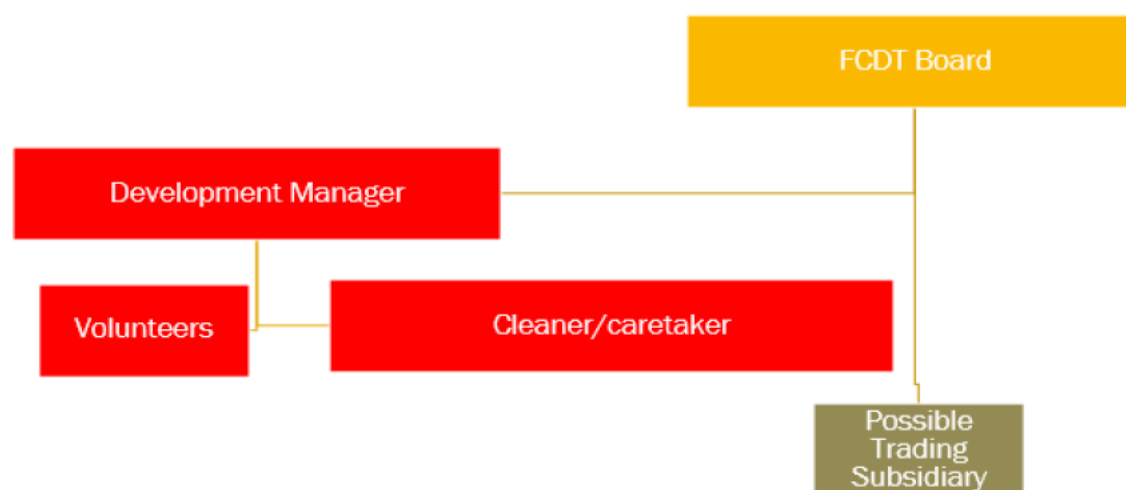
The re-developed St Ninians in Ferguslie will provide support to the local community under a series of broad themes; underpinned by our vision and mission above:

1. **Cultural Events and Celebrations:** To create a space that can have concerts and events to attract people from across the region.
2. **Community and Family Events:** Using the space for weddings, funerals and community events
3. **Community Meetings and Training:** A high-quality workshop space, quality training and meeting rooms
4. **Space for Physical Activity:** This is not a sports centre for formal sport but somewhere to keep fit and enhance wellbeing



5. Affordable Soft Play Area for Children: In high demand, although this will take up a lot of the building. Temporary soft play with high-quality but moveable equipment will be explored.

### Staffing



### Cost and funding

A costed programme of proposed works to St Ninian's Hall has been provided by Framed Estates. Further detail can be found in Section 8. The cost estimates are circa £680,000. An outline funding strategy shows that this modest upgrade will be challenging but achievable in the current funding climate.

### Financial viability

Once the site is operational, the Ferguslie Community Development Trust will work towards sustainability through trading, but will be careful to balance the need to generate income with the necessity of ensuring that what is provided at Ferguslie is open to all in the community, regardless of income.

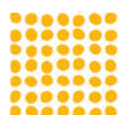
Financial projections are based on no more than a 25% occupancy rate because this accommodates the need to use the space for events and block bookings. The key income generators are events, family parties and weddings, a small income from a temporary soft play area and commercial lets.

The projections show that with a reasonable grants/fundraising target of £30,000 in Year 1 (tapering to £20,000 in Year 2 and £10,000 in Year 3, though that is not required for sustainability), modest surpluses can be generated accumulating to over £100,000 by the end of year 5. It is highly likely that grants and fundraising will be part of the mix of income as is standard for such a facility.

In the cashflow the level of grant funding required could be reduced if these cautious estimates are exceeded.

A summary of the financial trajectory for St Ninian's Hall (once operational) is set out below. These figures do not include costs associated with improvement works to the building.

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
<b>Income</b>						
Trading	£80,993	£114,842	£128,976	£128,976	£128,976	£582,761
Grants	£30,000	£20,000	£10,000	£0	£0	£60,000
<b>Total</b>	<b>£110,993</b>	<b>£134,842</b>	<b>£138,976</b>	<b>£128,976</b>	<b>£128,976</b>	<b>£642,761</b>



<b>Expenditure</b>	<b>£95,275</b>	<b>£98,383</b>	<b>£99,400</b>	<b>£109,438</b>	<b>£110,496</b>	<b>£512,992</b>
<b>Surplus/Deficit</b>	<b>£15,718</b>	<b>£36,459</b>	<b>£39,576</b>	<b>£19,538</b>	<b>£18,479</b>	<b>£129,769</b>

NB: VAT has not yet been factored into the cash flow and a VAT assessment will be required. If there is a reduction in income of 20% and some reclaim, there may be a need to increase trading, reduce costs, or add in a further fundraising target.

## 1. Introduction and Background

### 1.1 Background and Original Drivers

Ferguslie Community Development Trust has been working towards securing a new community facility for the area for some years, to fill gaps and to stimulate social, economic and environmental regeneration in Ferguslie. Various potential sites were considered for a community hub but as options were investigated in more detail, it became clear that the scale, position and condition of the old St Ninian’s Church Hall was best suited to this purpose. With the Tannahill Centre, Circus Space and others, this creates a campus approach in the centre of Ferguslie which will enhance all the local facilities.

The St Ninian’s Church Hall is owned by Renfrewshire Council who are open to an asset transfer request. Considerable research was undertaken as the bedrock of this business plan to understand whether such a transfer to the community would have enough demand, to ensure it would not displace other facilities and to test whether it would be, in principle, financially viable. The adjacent church closed as a worshipping space in 2020, and the church itself was sold to Community Circus Paisley. It is considered that having an existing community project next door will be beneficial and being opposite the Tannahill Centre will create a community campus bringing synergy and collaboration opportunities. An Expression of Interest for asset transfer was submitted to Renfrewshire Council in February 2023.

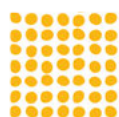
The Trust commissioned Frame Estates Architects to develop a vision for the building. They have produced a costed and phased improvement plan to realise this vision over a number of years. It is vital to note though that there is extensive ability for meantime use while fundraising is done to achieve the bigger vision. The vision, phasing and costings are set out in this business plan and accompanying full asset transfer request.

### 1.2 The Organisation

The impetus for establishing Ferguslie Community Development Trust began in 2017, following a community consultation exercise which identified the need for a community space in the area. In 2018, the Ferguslie Community Action & Development Sub-group was formed to support the development of community-based organisations, and identify buildings or land suitable for community ownership.

Ferguslie Community Development Trust was incorporated in January 2021 for that purpose. Though that is the initial priority, the Trust is deliberately constituted to lead on local regeneration initiatives beyond this site if required.

The Ferguslie Community Development Trust operates as a two-tier Scottish Charitable Incorporated Organisation (SCIO), with a membership of about 80 and rising. The primary aim of the Trust is to advance Ferguslie Park and provide community-led activities that benefit the local residents and workers within the postcode areas PA3 1 and PA3 2.



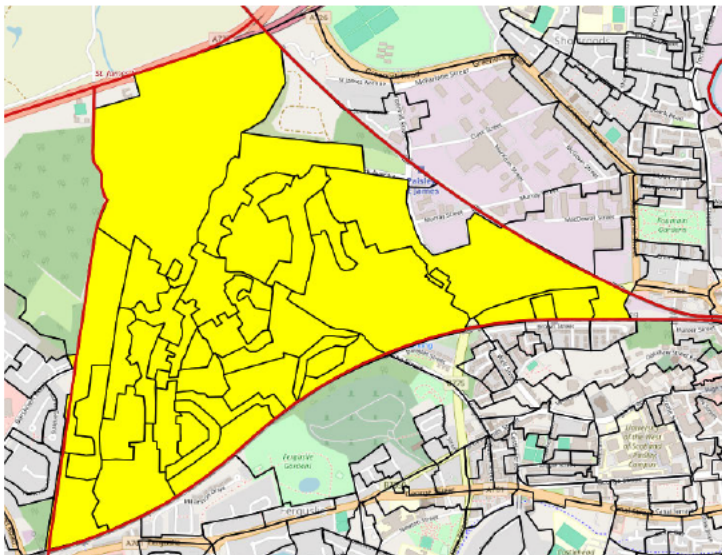
The Trust's constitution outlines several charitable purposes:

- Supporting community development and participation through community-led activities, programs, organisations, and events.
- Promoting arts and culture by creating an environment where local talent can flourish.
- Enhancing education and employability through training, volunteering, employment, and social enterprise opportunities.

The Trust is governed by a board of seven volunteer trustees, supported by a core group of 35 volunteers.

Since its inception in 2021, the Trust has concentrated on establishing an effective governance structure, fostering the development of community-led activities, and progressing with the creation of a Community Hub for Ferguslie Park residents.

### 1.3 About the Community



Ferguslie, located in Renfrewshire, Scotland, has a rich history that dates back to medieval times. The name "Ferguslie" is believed to mean "the meadow of Fergus". The area was initially granted to Paisley Abbey around 1220 by Walter, The Steward, and it remained under the Abbey's control for several centuries.

In the 16th century, Ferguslie was part of a large estate, and the earliest recorded tenant was Matilde de Craig in 1460. The estate changed hands several times, with notable owners including John Hamilton in the mid-16th century and Margaret Wallace, who inherited the estate in 1557. By

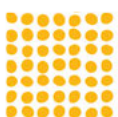
the 18th century, the estate was sold to William Cochran and later to the Town Council of Paisley.

The modern development of Ferguslie began in the 1850s around an iron-stone mining settlement known as Inkerman. However, the closure of the mines led to the demolition of the settlement, and its residents were relocated to Ferguslie and nearby areas. The Housing Act of 1949 further shaped the community, leading to the construction of new housing schemes.

Ferguslie Park, a residential suburb at the north-west extremity of Paisley, has faced significant challenges over the years. It has been recognized as one of the most deprived communities in Scotland, struggling with issues such as social exclusion, crime, and drug abuse. Despite these challenges, efforts have been made to regenerate the area. Initiatives like the Tannahill Centre, named after the poet Robert Tannahill, aim to provide community facilities and support local residents.

In recent years, community projects such as Ferguslie Park Radio have helped channel the enthusiasm of local youth into positive activities. Sports facilities and new housing developments have also contributed to the area's regeneration efforts.

Overall, Ferguslie's history is marked by its transformation from a medieval estate to a modern residential suburb. Despite facing significant socio-economic challenges, the community continues

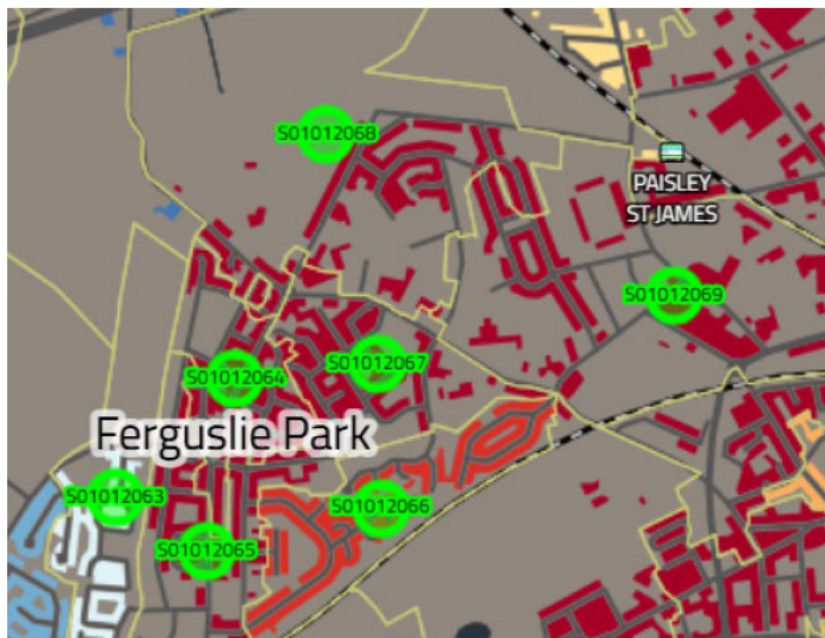


to work towards regeneration and improvement, driven by local initiatives and support from various organizations including the Trust.

The community of Ferguslie Park is situated in Renfrewshire Council Ward 4 / Paisley Northwest Ward and is part of the Scottish Parliamentary constituency for Paisley and the Westminster Parliament Constituency for Paisley & Renfrewshire North (see Appendix 1 'Demographics and Statistics').

The total population of the Community Council area is 4,227. The demographic profile of Ferguslie Park is younger than average for Renfrewshire and Scotland. In particular, the proportion of children and young people is 3% higher than the regional and national averages. There is also a higher proportion of those aged between 16-64 years compared to regional and national levels and a lower proportion of those aged 65+ (10.5% in Ferguslie Park compared to 19.6% across Scotland).

The majority of dwellings in Ferguslie are socially rented (55.4%) rather than owned (36%). The number of socially rented in dwellings in Ferguslie is higher than the national average by 32.9%. Household composition in Ferguslie is similar to the national averages, but there is a higher proportion of lone-parent families. For example, 22.1% of households in Ferguslie are occupied by lone-parent families compared to the national average of 9.9%.



The Scottish Index of Multiple Deprivation (SIMD) measures the level of deprivation across 6,976 data zones in Scotland. The SIMD combines data across seven domains: income, employment, education, health, geographic access to services, housing and crime. Areas coloured red are ranked as most deprived, through to orange, blue and dark blue (least deprived).

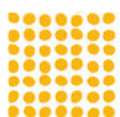
There are 7 datazones that cover the Community Council area, which are shown below. The index shows high levels of deprivation across the

datazones within the Community Council area. Below is a summary of how the datazones rank across the 6 different domains.

Five of the datazones covering Ferguslie Park are within the most deprived 10% in Scotland, with high levels of deprivation across all the domains except for geographic access to services which shows lower levels of deprivation. Geographic access to services is measured by mean travel time (in minutes) to key services by car or public transport. Key services includes GP, petrol station, post office, primary school, retail centre and secondary school.

The datazone S01012068 has an overall ranking of 4 meaning that is the 4<sup>th</sup> most deprived datazone in Scotland.

The datazone on the west border of Ferguslie Park, shown in light blue on the map, is classed as having lower levels of deprivation. This datazone falls within the least deprived 40-50% in Scotland.



## 1.4 About the Asset

St Ninian's Church Hall is a single-storey building located in Ferguslie Park, Paisley. It shares its site with St Ninian's Parish Church, which is owned by a local circus group. Opposite the hall is the Tannahill Community Centre, which houses various community groups and enterprises. The hall's proximity to Glencoats Primary School, Saint Fergus Primary School, and Ferguslie Sports Centre offers opportunities to create a campus approach for all these local facilities, fostering an integrated partnership among different organisations. Refurbishing St Ninian's Hall can further enhance and strengthen these connections. The St Ninians project therefore is part of a campus of community spaces rather than a standalone building. The Tannahill Centre indicated that they cannot meet the demand they have for space, not only because there is more demand than ability to find spaces to meet it, but also because of the size and nature of the space required. These modest spaces have been built into the design of the St Ninian's renovation. There will be cross referral, joint bids (e.g. around wellbeing), joint marketing and collaborative tendering. In the longer term, there may be a common online booking system.

Key

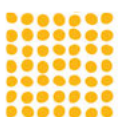
- 1 Hillview Nursery
- 2 Ferguslie Sports Centre
- 3 The Tannahill Centre
- 4 Glencoats and St Fergus' Primary School
- 5 Paisley Campus of the University of the West of Scotland



In 2022 Renfrewshire Council undertook a condition assessment which identified several necessary repairs and upgrades for the building, including:

- Roofs, parapet walls, external walls, windows and lintels, and doors.
- Mechanical and electrical systems.
- Localised external landscaping repairs.

These have been undertaken by the Council ensuring the fabric of the building is sound and that it is wind and watertight.

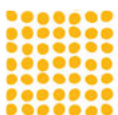
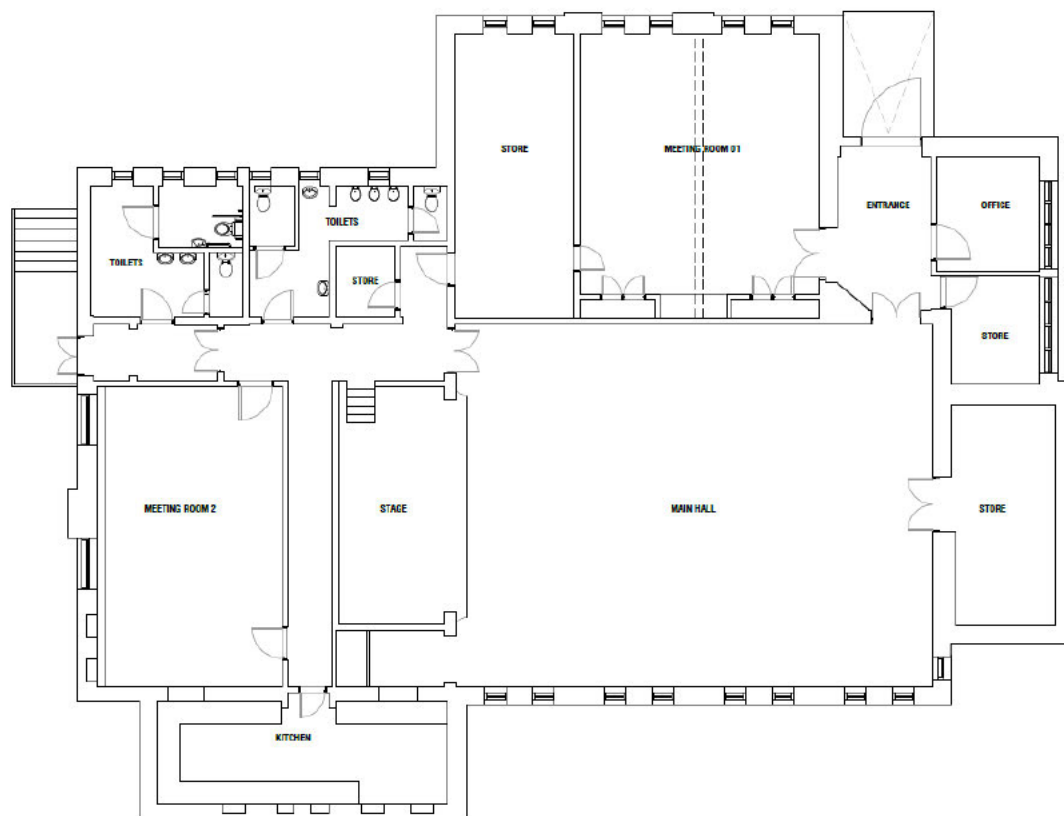


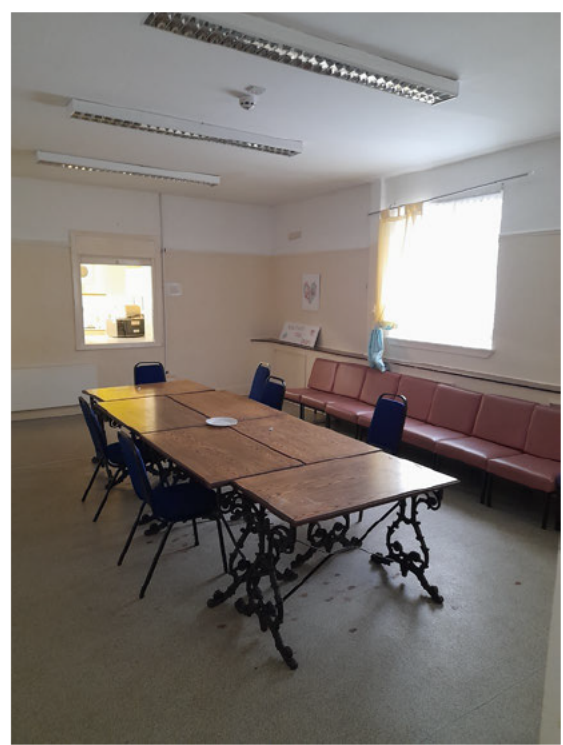
The Trust secured the services of Ryder Architecture through community benefits to look at potential layouts. Following a site visit in December 2023, Ryder made additional observations:

- The main entrance is not immediately obvious and needs external upgrading and signage.
- The entrance foyer only serves the main hall and meeting room 01, causing disturbances when accessing other facilities.
- The main hall is in good condition but requires redecoration.
- The stage is only accessible via steps, not meeting current accessibility standards.
- There is only one accessible toilet, located within the female toilet block, necessitating a redesign to comply with regulations.
- Double leaf doors are not compliant with current accessibility standards and need upgrading.
- The current layout does not allow for flexible use of the spaces.

In conclusion, the building requires both external and internal fabric upgrades before it can be used as a community-managed facility, but the Council have undertaken repairs such as to the roof to allow safe meantime use.

Existing floor plans below.







Here the St Ninian's Hall can be seen opposite the Tannahill Centre.

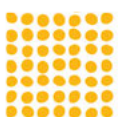
In February 2022, Renfrewshire Council commissioned Bluestone Chartered Surveyors to conduct a Conditions Survey and a Mechanical & Electrical Survey on St Ninian's Church Hall. The necessary work to meet statutory requirements was identified, including upgrading accessible toilets and reconfiguring the access ramp.

Renfrewshire Council agreed to undertake building works to ensure the asset is 'wind and water-tight,' and these repairs began in March 2024. The main areas requiring repair included:

- **Roof:** Flat roof and chimney head, roof finishings.
- **Walls:** Pointing around brickwork and lintels.
- **Windows/Doors:** Replacement of windows and installation of a new front door.
- **External Areas:** Kerbing stones and entrance.
- **Internal Areas:** Rot eradication, ceilings, and walls.

The Mechanical & Electrical Survey, which was visual only, found that all electrical services and equipment were from the 1970s, had exceeded their normal operational life expectancy, and no longer complied with current regulatory standards. The kitchen was identified as non-compliant, and the report recommended that all services be entirely replaced. This work remains outstanding.

The Council has already installed a new roof and windows and redecorated the interior, spending £200,000. New security grilles are to be put back in place and the toilets are not up to standard.



**Car Park** - There is a tarmacadam car parking area at the front of the Hall, comprising of approx. 20 car-parking spaces. The car park is shared with Community Circus Paisley. An overflow carpark is located on Falcon Crescent. Control of the carpark will require clarity during the asset transfer process, including checking the arrangement with the Circus. At the moment, the car park is open and unrestricted. There may need to be some control using signage or even barrier entry, but the control of the car park will need to be checked and agreed.

### 1.5 How this Business Plan was developed: Methodology

## St Ninian's Church Hall - a hub for Ferguslie. New possibilities for our community!

Ferguslie is an active and vibrant community with a wide variety of people from diverse backgrounds. Existing community facilities are already busy or are limited in some ways. St Ninian's Church Hall has been identified as an ideal spot for a bespoke new facility. Ferguslie Community Development Trust is passionate about finding a solution to this and helping the community to establish a flagship building that will last for the next two generations.

This is your opportunity to contribute ideas. Your input will be used to guide our thinking and influence the development of the building to make sure it is of genuine community benefit.

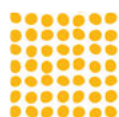
Ferguslie Community Development Trust want to create a truly shared community wide vision for the new hub. Community Enterprise, who specialise in community assets, will be helping us to develop our plans.


**Get involved!**  
Follow the QR code to take part in the community survey.

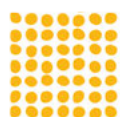



The consultation into a new facility for Ferguslie has been ongoing for a number of years.

Feasibility Study phase	Description
2021 May Membership Drive	A door-to-door exercise undertaken by Trustees with the purpose of raising awareness of the Trust and the proposed facility.
2019 Fathers club assessment	Consultation and research into the feasibility of taking on the Fathers Club and other options.
2023 survey	An online survey was circulated to local voluntary sector organisations (via Renfrewshire's TSI network / Engage Renfrewshire) and sole traders (via Business Gateway Renfrewshire). Findings indicated a strong interest in the hire of facilities for meetings, delivery of children / youth activities, dance workshops, and community cooking classes.
2024 Project Activity	Commissioned Ryder Architecture Limited to undertake an Options Appraisal on St Ninian's Hall.



November Community Poll	The survey was conducted over 72 hours on social media. The survey posed a straightforward question: "Do you agree that St Ninian's Church Hall should be owned and managed by the people of Ferguslie Park?" 460 voted yes and 11 voted no.
Commissioning of Framed Estates and Community Enterprise	
Raising Awareness	Flyers and social media as well as email shots were used to promote the research and consultation. It went out via the schools and posters were displayed around the community.
Community Survey	Survey available online and in paper format throughout. There were 94 individual responses. We asked if this represented groups or families and people indicated that this represented the views of an additional 112 adults plus two groups of 31 and 29. There were 26 teenagers plus a group of 22 teenagers and 21 children. In total, the survey represented the views of over 300 people.
Stakeholder Interviews	9 one-to-one stakeholder interviews have taken place with key local organisations, groups and individuals. They gave their view on the idea and how it would work in the wider context. This can be seen at section 2.2.
Asset mapping and competitive analysis	A mapping was undertaken of the assets in Ferguslie. This was not an exhaustive list but was undertaken to show that there was a gap in the area that a refurbished St Ninian's Hall could fill.
Open event	 <p>An open meeting was held in the Tannahill Centre to give local people a chance to discuss and debate the idea of taking the building into community ownership.</p> <p>There were around 30 people who stopped and gave their views and the consultants spoke to an additional 15 who were at tables in the centre.</p>
Statistical Profile	Prepared using demographic data, (including SIMD, up-to-date census results and health statistics)
Policy Review	A review of policy and strategy was undertaken, both national and local level.
Market Research	Competitive and partnership analysis of the sector and area to understand the local market. As new ideas emerge, this is an ongoing process.
Skills audit	To ensure the organisation has the capability to take on the asset for the community, a full recent skills audit was undertaken.
Financial modelling	A financial test was undertaken to ascertain whether the project could be financially viable in principle.



<p>Second open event</p>	 <p>A second event took place in February. At this event members of the public were shown up-to-date visuals of the proposed plans and were given another opportunity to comment on the business plan ideas.</p>
<p>Fundability test</p>	<p>Research into potential funding for renovation and upgrade was undertaken to ensure this project is fundable and not a liability to the community. We also looked at what to use the building for in the</p>
<p>Business plan</p>	<p>Following discussion with the group, this business plan was put together to support a CAT application.</p>



**Hall revamp would be a game-changer**

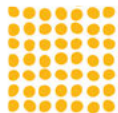
**JOHN McEVY**  
Plans to turn an old church hall into a thriving community hub. Planning has taken a step forward.

For a while, the plans for the renovation of St Ninians Church Hall have been a topic of discussion. The plans are to create a vibrant and welcoming community space. The hall, situated on Glasgow Road, has been vacant since 2012.

Four people are leading the project. They are the Rev. John McEvoy, the Rev. David McEvoy, the Rev. James McEvoy, and the Rev. Peter McEvoy. They are working with the community to ensure the hall is a place where everyone can feel welcome.

The project is a partnership between the church and the community. It is a project that is being led by the people of Fergallie, for the people of Fergallie.

**4 This is a project led by the people of Fergallie, for the people of Fergallie**

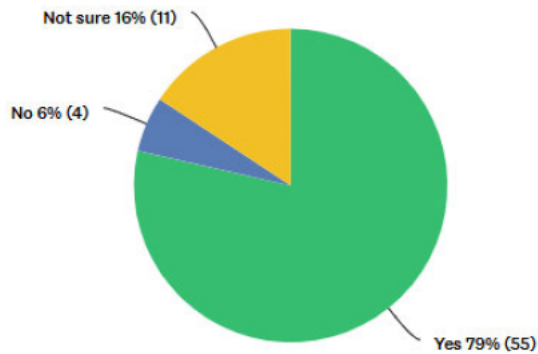


## 2. Evidence of Need

### 2.1 Community Consultation and Need in the Community

The detail of all the research and consultation can be seen in Appendix 2 'Community Survey's. The following is a summary of findings:

#### *Support for the project*



- 79% of the survey respondents are supportive of the community buy out of St Ninians Church. 3% don't, 16% not sure.

- Most people (80%) agree that bringing the building into community ownership will get people more involved locally and 84% agree that it will strengthen their community by bringing people together.

- Many survey respondents were positive and enthusiastic about the opportunities the building presents the community, so long as services and activities developed within the building complement and enhance existing facilities particularly the Tannahill Centre.

- Stakeholders were generally supportive of the community buyout of the building and a clear anchor tenant emerged in the Karate club.

- The main concern associated with taking the building into community ownership (by only a small number of people) is financial sustainability. This was associated with the ongoing running and maintenance costs of such a large old building and the potential seasonal nature of the proposed income streams.

- In the Trust's snapshot online poll in 2024, 97% were supportive of the asset transfer.

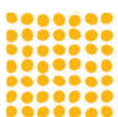
- In the open event, though some were concerned about competition with the Tannahill Centre, most were supportive of the asset transfer and considered choice in two different spaces to be important. Interviews with the Tannahill Centre reassured the researchers that there was no competition and, in fact, the Tannahill Centre would refer events and activities that they could not accommodate to St. Ninian's.



#### **Potential Outcomes**

In the current survey:

- 84% agree or strongly agree a new facility will strengthen the community and bring people together
- 83% believe it will enhance economic resilience
- 85% believe it will develop wellbeing
- 86% believe it will develop skills
- 80% believe it will encourage people to get involved.



### *Need in the community*

- In the community survey only 30% think it a good place to have leisure time and feel there is a lack of good facilities and things to do.
- Only 38% of survey respondents feel it is a good place to get jobs and work.

- The demographic profile of Ferguslie Park is younger than average for Renfrewshire and Scotland .In particular, the proportion of children and young people is 3% higher than the regional and national averages. There are also a higher proportion of those aged between 16-64 years compared to regional and national levels and a lower proportion of those aged 65+ (10.5% in Ferguslie Park compared to 19.6% across Scotland).



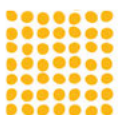
The majority of dwellings in Ferguslie are socially rented (55.4%) rather than owned (36%). The number of socially rented in dwellings in Ferguslie is higher than the national average by 32.9%.

Household composition in Ferguslie is similar to the national averages, but there is a higher proportion of lone-parent families. For example, 22.1% of households in Ferguslie are occupied by lone-parent families compared to the national average of 9.9%.

- 12.6% of people have a physical disability in Ferguslie which is higher than the national average (9.7%). The proportion of people who are not limited by disability is 5.9 percentage points lower than the average across Scotland.
- 41.8% of households in Ferguslie Park do not own a car which is lower than the national average of 26.4%. This could indicate an increased reliance on public transport.
- There is a 11.2% higher proportion of people in Ferguslie with no qualifications compared to the national average. 18.1% in Ferguslie have a qualification at a degree level or higher, compared to 32.5% across Scotland.
- There are 7 datazones that cover the Community Council area. The index shows high levels of deprivation across the datazones within the Community Council boundary. The datazone S01012068 has an overall ranking of 4 meaning that is the 4th most deprived datazone in Scotland.
- Five of the datazones covering Ferguslie Park are within the most deprived 10% in Scotland, with high levels of deprivation across all the domains except for geographic access to services which shows lower levels of deprivation. Geographic access to services is measured by mean travel time (in minutes) to key services by car or public transport. Key services include GP, petrol station, post office, primary school, retail centre and secondary school, but not community facilities.

### *Fit with Strategy*

- The Making of Ferguslie Park - sets out a vision for Ferguslie Park that is focussed on the future of the neighbourhood. The plan is rooted in the local priorities, ambitions and aspirations of the local community, gathered through a series of engagement events with local people over 2020 and 2021' and a need for a better community space is identified



- Renfrewshire Council Plan 2022-27 – The local authority plan for Renfrewshire aims to create ‘a fairer Renfrewshire built on innovation, wellbeing and opportunity.’ This project will contribute towards these priorities.
- There is a strong policy fit with national regional strategies from community empowerment to town centre regeneration which is detailed in Appendix 4 ‘Fit with Strategy’.

### *Assets in the community*

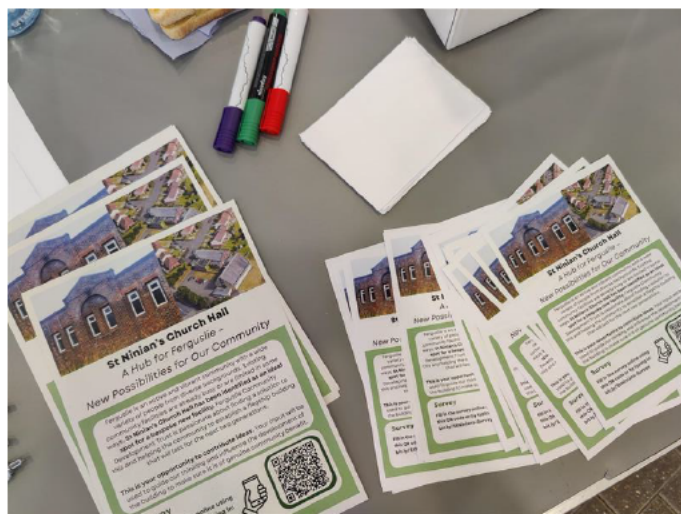
- Despite the challenges, the majority, 72% think Ferguslie is a good place to live
- There is a great deal of enthusiasm for community projects in Ferguslie, as well as a breadth of skills and experience related to running community initiatives and assets

### *Project Ideas*

- In the 2023 survey, the following priority uses were identified:
  - Events space
  - Space for small meetings
  - A cultural venue was highly supported (70%).
  - Café e.g. breakfast, lunch
  - Young mums’ group
  - Affordable space to hire for community groups

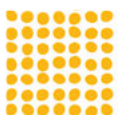
### *In the current survey*

- 75% would support an event space and use it. 17% further would support but not use it.
- 67% would support and use art and cultural events
- 67% would support and use physical activity space
- 62% would support and use family events
- 59% would support and use complementary space for community groups
- 58% would support and use a training space
- 56% would use space for businesses.



### *Fundability*

- The Council has recently spent some money upgrading the asset.
- Though challenging and in a time of fund transformation, the cost estimate of circa £400,000 (ex fees and VAT) is challenging but achievable.
- Due to the nature of the funding landscape, it may be necessary to generate funds from more innovative sources such as crowdfunding.



### *Financial Viability*

- In the survey, price and availability were the biggest drivers.
- The financial modelling showed a small surplus with modest trading, although this will require tight monitoring.

### *Capacity and Governance*

- FCDT has the right legal structure for an asset transfer.
- A skill audit was recently undertaken which shows that most skills are in place and that there is an appetite on the Trust to attend training and recruit further board members to increase skills and knowledge.

## **2.2 Current Provision and Stakeholder Interviews**

This section includes feedback from stakeholder organisations which are active in the community; and desktop research on existing community facilities and services and was undertaken in late 2024. These are included together as the majority of stakeholders interviewed and organisations which either run a community space or deliver services in the local community.

Interviews took place with:

- The Tannahill Centre
- Ferguslie Park Housing Association
- The Community Council
- Sculpture House
- Community Circus Paisley
- Shop-mobility
- The Karate Club
- Ferguslie Early Learning and Childcare Centre
- Engage Renfrewshire

The common view of the stakeholders was that demand is high in Ferguslie for space. This should include space for existing activity but also new space to stimulate new ideas. Competition was not identified as an issue and there was an opportunity for joint working. Collaboration and open communication were viewed as vital.

The sections below look at each of the ideas within the Asset Transfer Request in turn. These are:

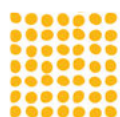
**1. Community Development Hub:** Offering a one-door approach to community services, including advice on employment, education, health, and access to various support services. Community events space, arts and cultural events. Afterschool provision.

**2. Collaboration with Partner Agencies:** Collaborating with partner agencies to implement strategies for change and stability in the area.

**3. Volunteer Opportunities:** Creating opportunities for local people to volunteer, contributing their time and expertise to community-based projects.

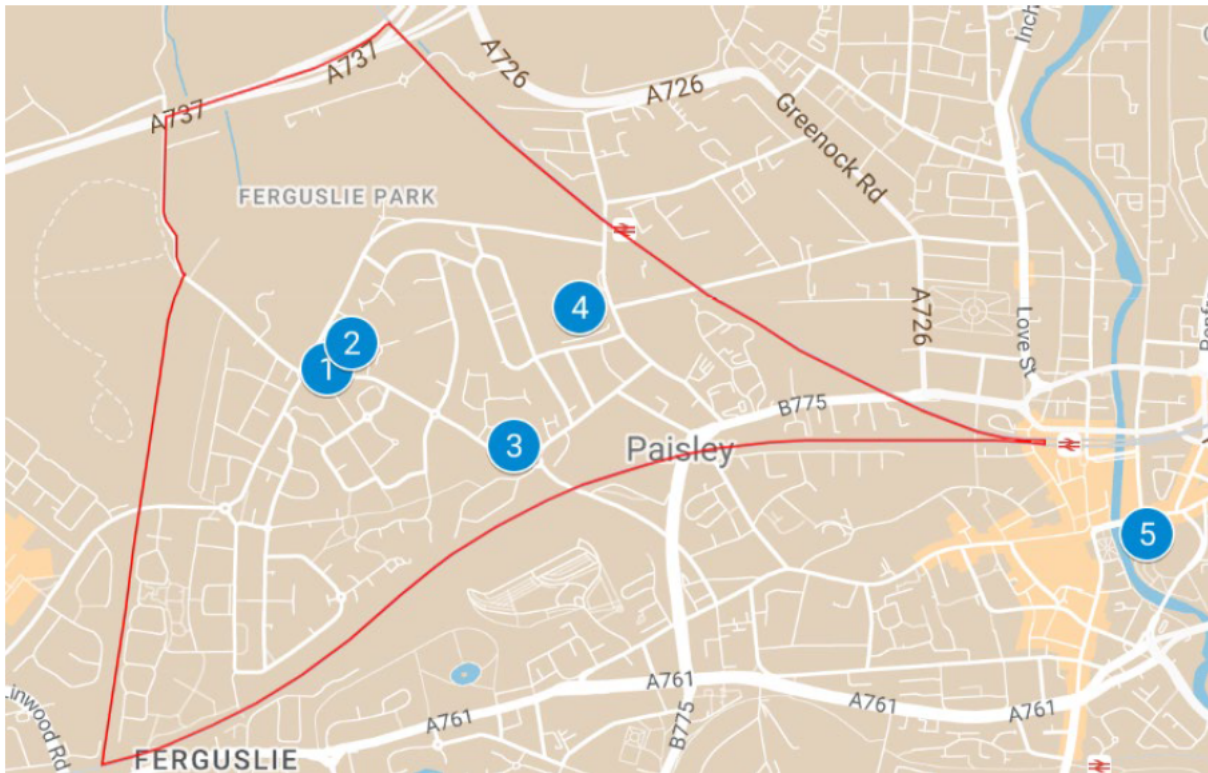
**4. Training & Employment Enterprise:** Establishing a community-run enterprise to provide training and employment opportunities.

**5. Youth Activities:** Creating a centre for youth activities to engage young people in positive and productive endeavours.



6. **Mental Health and Well-being:** Developing programs to tackle issues such as mental health, loneliness, and isolation.

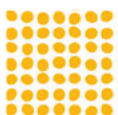
### Community Hub



1. Community hub

1. The Tannahill Centre

The Tannahill Centre is a community hub in the centre of Ferguslie Park, which is managed by The New Tannahill Centre Ltd, a wholly owned subsidiary of Ferguslie Park Housing Association. The centre is home to a number of essential services and community amenities (including the library, nursery and GP).



**Facilities and pricing:** There are 7 spaces available for hire. The main hall, the glass rooms 1&2, community room, board room and the public foyer.

Charges	Single Glass Room	Main Hall or both Glass Rooms	Hall and Glass Rooms	Board or Community Room
Charitable Organisation Rate	£15 per hour	£30 per hour	£40 per hour	£20 per hour
Charitable Organisation Regular Booking Rate (minimum 10 weeks)	£10 per hour	£15 per hour	£20 per hour	£15 per hour
Commercial Rate (includes public sector and political parties)	£20 per hour	£45 per hour	£70 per hour	£30 per hour
Commercial Regular Booking Rate (minimum 10 weeks)	£15 per hour	£30 per hour	£40 per hour	£20 per hour
Private Functions Local Resident Rate	£15 per hour	£20 per hour	£25 per hour	£20 per hour
Private Functions Commercial Rate	£20 per hour	£50 per hour	£75 per hour	£30 per hour
Weekend Private Functions Local Rate (6:00 pm – 11:45 pm)	-	£100 per night	£120 per night	-
Weekend Private Functions Commercial Rate (6:00 pm – 11:45 pm)	-	£200 per night	£250 per night	-

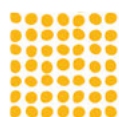
Can charge lower fees to the community because of the income they gain from having 7 commercial tenants. They have also had enquiries from other organisations about tenancy like Social Security Scotland and Quarriers. It was suggested in the interview that securing a tenant for St Ninian's Church Hall could be a good way of bringing in a steady income and also enable the group to offer lower fees to the community for hiring space.

**Current use:** The centre is very busy, there are spaces available from time to time but usually won't be able to book a space for the evening weeks in advance. Some the groups that use the space are:

- Ferguslie Park Community Choir
- Own Yer Bike
- No Substitute for Life Men's Group
- Youth Voice
- Youth Club Volunteers
- Ferguslie Community Church
- Ferguslie Senior Volunteers
- Ferguslie Women's Group
- Community Together

The library in the Tannahill Centre is a good public space with free Wi-Fi use.

The Tannahill Centre does not see St Ninian's Church Hall as a competitor if it was to be used as another community venue. It would be good to have an additional space for the community that complements existing provision and that could also act as overspill to meet the demands for space. Using the new hall for young people was a specific need.



## 2. Engage Renfrewshire

Engage Renfrewshire is the Third Sector Interface (TSI) for Renfrewshire. Their centre is at Falcon Crescent behind the Tannahill Centre in Ferguslie Park which is a hub for third sector organisations, with staff from Renfrewshire Council and NHS also based there. They currently accommodate 4 tenants and were recently advertising office space to lease:

- Scottish Football Association – West Region
- Renfrewshire Access Panel
- West College Scotland (Ferguslie Learning Centre)
- St Vincent’s Hospice Online Shop

*Facilities and pricing:* There is 1 meeting room available for hire but is it not used hired out frequently. See the fees below.

Glencoats Room - Pricing Structure		
	Members	Non-Members
Per Hour	£10.00	£15.00
<b>Meeting Room Equipment</b>		
Flip Chart, Pad and Pens		£5.00
Use of TV and Audio Equipment in Glencoats Room		£5.00
<b>Refreshment Options</b>		
Tea / Coffee / Water / Biscuits		£1.50pp per serving

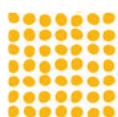
## 3. Sculpture House

Sculpture House is run by a group of artists with a passion for sculpture and social inclusion, aiming to bring together professional artists and members of the community to widen access to the visual arts.

The Sculpture House contains studio facilities and spaces that support a range of inclusive activities, providing new opportunities to experience sculpture.

The Front Room can be used for workshops, projects or an event. For example, Sculpture House hosts the Adventure Group once a week after school during winter for a group of 7–12-year-olds. This is a project ran in partnership with a local community group, Pals of the Privies. Other projects/workshops they run are:

- Ceramics For All
- Sculpture House Socials
- Sculpture in Schools
- Early Learning
- Dye Garden
- Creativity and Care



#### 4. Paisley's Men's Shed, STAR Project and St Mirren Charitable Foundation

The Paisley Men's Shed was set up with the help of the St Mirren Charitable Foundation and local charity, STAR Project. Members moved into a shed on the grounds of the SMiSA Stadium in March 2019.

The Men's Shed is a community space where learning is made possible through shared connections. The activities are often similar to those of garden sheds but the difference is that garden sheds and their activities are often solitary in nature, whilst Men's Sheds are the opposite. They encourage social connections, friendship building, sharing skills and knowledge and, of course, a lot of laughter.

The Paisley Men's Shed meet every Tuesday and Thursday to pursue practical interests and practise skills like woodworking, making and mending. They build everything from bird boxes to vegetable troughs.

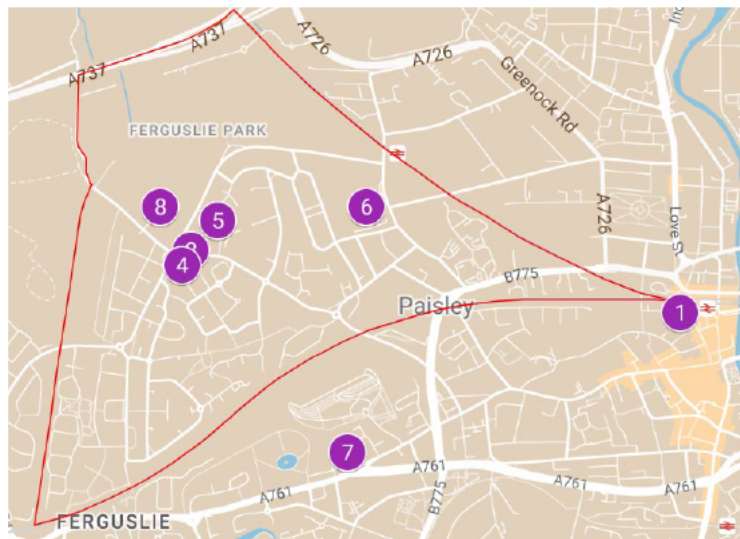
#### 5. Paisley Town Hall

Paisley Town Hall is a venue and performance space in the heart of Paisley town, which also offers spaces for hire for weddings, business, gathering and events.

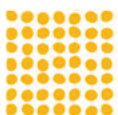
Other venues just outside the area, or specialising in one type of events, are:

- Ferguslie Bowling Club – just outside of Community Council boundary
- Memoria Paisley Woodside Cemetery and Crematorium
- Venue Paisley (weddings)
- Coats Paisley (weddings)

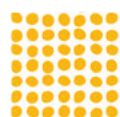
#### Childcare and activities for young people



- 1 Hummingbird out of School Care Limited
- 2 Making Memories Childcare Ltd
- 3 Tannahill Young Volunteers
- 4 Community Circus Paisley
- 5 Own Yer Bike
- 6 St Mirren FC - StreetStuff
- 7 Eagle Gymnastics Academy
- 8 Ferguslie Sports Centre



2. Childcare
<p>1. Glencoats Lodge Nursery</p> <p>To provide a care service to a maximum of 93 children not yet attending primary school at any one time of whom; no more than 9 are aged under 2 years; no more than 20 are aged 2 years to under 3 years and; no more than 64 are aged 3 years to those not yet attending primary school full time.</p>
2. Hillview Nursery
<p>3. Ferguslie Early Learning and Childcare Centre</p> <p>This service can accommodate children who attend Glencoats Primary School and St Fergus Primary School.</p> <p>They are open from 3pm to 5:45pm during school term and offer a variety of indoor and outdoor activities.</p> <p>During school holidays, both services are open from 8am until 5:45pm but operate from the Shortroods campus in Mossvale Primary School and St James Primary School.</p>
<p>4. Ferguslie After School Care</p> <p>This service provides a care service to a maximum of 25 primary school aged children who attend Glencoats Primary School and St Fergus Primary School. From 16 August 2023 until 28 June 2024 one named high school child can also attend the service.</p> <p>During in-service days and school holidays the service will operate from Mossvale/St James Primary School.</p> <p>They are open from 3pm to 5:45pm during school term and offer a variety of indoor and outdoor activities.</p> <p>During school holidays, both services are open from 8am until 5:45pm but operate from the Shortroods campus in Mossvale Primary School and St James Primary School.</p>
<p>5. Hummingbird Out of School Care</p> <p>To provide a care service to a maximum of 57 primary school aged children at any one time. Of those 57 no more than 10 are aged 4 years to those not yet attending primary school at any one time.</p> <p>The service operates from 7:00am to 9:00am and 3:00pm to 6:00pm during term time and 7:00am to 6:00pm during school holidays Monday to Friday.</p>
<p>6. Childminders</p> <p>There aren't registered childminders within the Community Council boundary but below is a list of childminders within a 3 miles radius of Ferguslie Park:</p> <ul style="list-style-type: none"> <li>• Lesley Gallacher (1.5 miles away, Foxbar)</li> <li>• Tammy Francis (1.9 miles away, Linwood)</li> <li>• Catherine Young (2 miles away, Abbotsinch)</li> <li>• Nicola Harper (2.1 miles away, Johnstone)</li> <li>• Elaine Parkhill (2.2 mile away, Linwood)</li> </ul>



Groups/activities for children and young people in the Tannahill Centre

- Youth club on Mondays. 2 sessions. 4-6pm for 8-11 years and 6-8pm for 12-16 years.
- Star Play and Learn for 0-5 years with parent or carer. From 12:30-2pm (Early Years Scotland)
- Cameron School of Dance, 4-6pm – on Thursdays as well.
- Aberlour Youth Club, 4-8pm on Wednesdays
- Satori Karate, 16:40-17:40pm on Thursdays, Autism Friendly Youth on at same time
- Youth Group, 1-3pm for P4-P7 on Fridays.

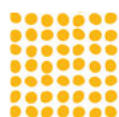
There are also 36 out of school care services operated by private or voluntary organisations across Renfrewshire. These are registered with the Care Inspectorate to deliver childcare for school age children.

**Other Facilities**

<p>Ferguslie Sports Centre 106 Blackstoun Road, Paisley PA3 1EX</p>	<p>The Ferguslie Sports Centre is operated by OneRen. OneRen provision is available weekday evenings and weekend for bookings only.</p> <p>Fitness for Ferguslie operate a volunteer-run fitness gym within the facility between 09:30-11:30 and 18:30-20:30 Monday to Friday.</p>	<p>The facility includes an 11-a-side 3G synthetic football pitch which is accessible Monday to Thursday from 17:00 – 22:00 and on Fridays from 17:00 – 21:00. Saturday and Sunday access is available for bookings only.</p> <p>The new facility should not be predominantly used for sport</p>
<p>Paisley Community Circus</p>	<p>Building is owned by Glasgow Community Circus CIC. Hours of operation are 12:00 noon to 21:30. Community access to meeting spaces is available on request @ £20 per hour</p>	<p>Term-time activities include:</p> <p>Circus skills - 4 classes a week for children and young people and 1 for pre-school children under 6 years</p> <p>Gaelic Circus – for children and young people</p> <p>School holidays – Summer Circus Programme</p> <p>Adult classes available 5 days a week (evenings)</p>

**Schools**

Glencoats Primary School operates Families First and is more active in the community than St Fergus. Both schools are challenging and expensive to access and usually closed outwith term time.



## Churches

St Fergus Church and Sandyford church have Sunday services only and limited community use largely restricted to a low level of church usage.

## Japan Karate Academy

Keen to be an anchor tenant with clear requirements for space. See appendix 6 for support letter.

## 3. What We Will Do and Our Outcomes

---

### 3.1 Vision

#### VISION

Ferguslie will be a thriving, resilient community with rich social connections and a strong local economy

#### MISSION

To fill gaps in the community and to provide a sustainable, supportive and inspirational central point for events, a gathering space and small meeting space.

#### KEY OBJECTIVES

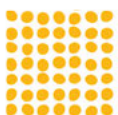
1. To re-imagine the St Ninians building as a vibrant community facility that looks to the future but recognises and celebrates the past.
2. To secure ownership of that asset.
3. To agree a preferred and costed design for that building that is light touch and affordable but that facilitates a new use for the future.
4. To purchase it from the Council and renovate it with public funding.
5. To generate an income that will reduce risk and secure sustainability.
6. To operate a charity to a high standard, with governance and day to day operational processes that will create smooth and effective decision making and delivery of outcomes.

#### Our Three Values

Everything we do should resonate with these values

1. **For everyone:** This is not an exclusive building for those who are able and can afford it. It is open to everyone, regardless of age, background or circumstances.
2. **Sustainable:** Though some activity will be free or subsidised, the whole or our work must be financially sustainable.
3. **Connectedness:** We want to collaborate and work in partnership to achieve our aims. What we do should not only enhance our work, but should enhance and boost other groups, spaces and businesses.

The overall goal for the project is to acquire the St Ninian's building in Ferguslie from the Renfrewshire Council for the community to create a vibrant community-owned hub for well-being, community resilience and creativity.



### 3.2 Key Activities and Services

**Meantime use:** It is important to note that some early upgrading is required to address immediate issues, but activity can happen in the building immediately. There is no need to wait for an expensive remodeling to start to use the facility, though a basic upgrade may be needed.

The re-developed St Ninians in Ferguslie will provide support to the local community under a series of broad themes; underpinned by our vision and mission above:

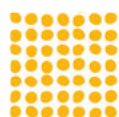
1. **Cultural Events and Celebrations:** To create a space that can have concerts and events to attract people from across the region.
2. **Community and Family Events:** Using the space for weddings, funerals and community events
3. **Community Meetings and Training:** A high-quality workshop space, quality training and meeting rooms
4. **Space for Physical Activity:** This is not a sports centre for formal sport but somewhere to keep fit and enhance wellbeing
5. **Affordable Soft Play Area for Children:** In high demand, although this will take up a lot of the building. Temporary soft play with high-quality but moveable equipment will be explored.

At the moment there is no demand for a café, because one has been offered at the Tannahill Centre, but much of this activity will need catering and refreshments on site.

The numbers below are based on the community consultation and research, discussion with stakeholders and estimates of future activity when the building has its new purpose.

Community ownership of the building will enable us to create a hub for a range of activities and services. The location of the asset, opposite the Tannahill Centre, offers a range of exciting new opportunities to both complement the current activities of the Centre and to promote more flexible and regular use of the halls elsewhere.

Cultural Events and Celebrations
<p>The space will be used for a range of initiatives from concerts, film nights and drama to seasonal events such as pantomimes.</p> <p>The design of the building makes it an ideal space for small performances, with good acoustics, an atmospheric interior and an existing stage area. Moveable seating will be flexible to accommodate various types of event.</p>
<p><i>Target number of beneficiaries per year: 1500 – locals and visitors</i></p>
Family Events
<p>One of the most popular demands was to use the space for weddings, funerals and other family and community celebrations.</p> <p>Birthday parties are in demand and the space at the Tannahill Centre is said to be too big and “soulless” for parties other than large gatherings.</p> <p>Funeral teas are important and this needs to be a welcoming attractive space, quirkily decorated and with good facilities rather than a large drafty hall.</p> <p>The Tannahill Centre is keen to use the St Ninian’s Hall as an overspill resource. For example, the market runs on Thursday mornings but would like to run on other days and this could happen</p>



in the hall. The senior lunch club operates 3 days a week but would like to increase to 5 but don't have the space.

*Target number of beneficiaries per year: 1500 local people*

### **Space for Physical Activity**

The Japan Karate Academy is keen to be an anchor tenant. Though they are nervous about fees and may need a discussion about letting rates, they are keen to take space 8 hours per week, Tuesday to Thursday while the business grows.

There is also demand for things like gentle exercise, keep fit etc.

The research indicated that there was not much for young people in Ferguslie so some youth space would be of benefit, perhaps using the café space as a drop in one evening.

*Target number of beneficiaries per year: 750 local people*

### **Community Meetings and Training**

Other spaces in the community are large. There is a clear need for small bookable rooms. These can complement the space at Engage and be used for meetings, training and small events. Space should be of high quality with excellent AV equipment.

*Target number of beneficiaries per year: 750 local people*

### **New Enterprises/Anchor Tenants**

Shopmobility is looking for space, but this requires further exploration.

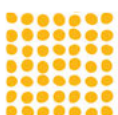
When not in use for meetings, some space should be made available for co-working and hot desking so that new enterprises can be developed.

### **Affordable Soft Play**

Despite the volume of childcare and family activities in the area, there was a strong demand in the community survey for local affordable soft play. A fully kitted out soft play area would require the entire building to be bespoke, which is not possible, so there may be a need for temporary soft play facilities and for the architect to source a smart storage solution. This would fill the space during the weekdays during the day when demand is lower.

*Target number of beneficiaries per year: 500 local children*

Café Space – Creating an informal gathering space will support other activity in the building, e.g. youth dry café and drop in, space for weddings, lunch for conferences, drop in café.



### **3.3 What we will do with the Building**

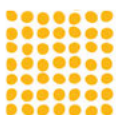
#### **Meantime Use and Phased Renovation Programme**

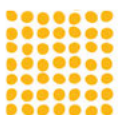
It is recognised that the Council have invested significantly in the building and have recently cleared all refuse from the works. The building is therefore usable immediately. Though the use and benefit will be maximised by the vision set out below by Framed Estates, bookings can be taken immediately by the community. This approach will involve relatively simple uses such as events, family parties and flexible community activity that can be managed with minimal staff input.

To reflect the recommendations of the Architectural Feasibility Study, works will be undertaken in a phased approach. Phase 1 will include necessary works to reconfigure key areas of the building such as toilet facilities for better compliance with regulation. Later phases will include installation of moveable partitions and general reconfiguration of internal spaces to create additional office and storage space. Other refurbishment works including creation of a new kitchen and café space, feature entry porch and conversion of internal spaces/corridors will be undertaken as part of Phase 3 works.

#### **Proposed Layout / Floor Plan**

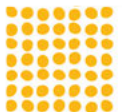
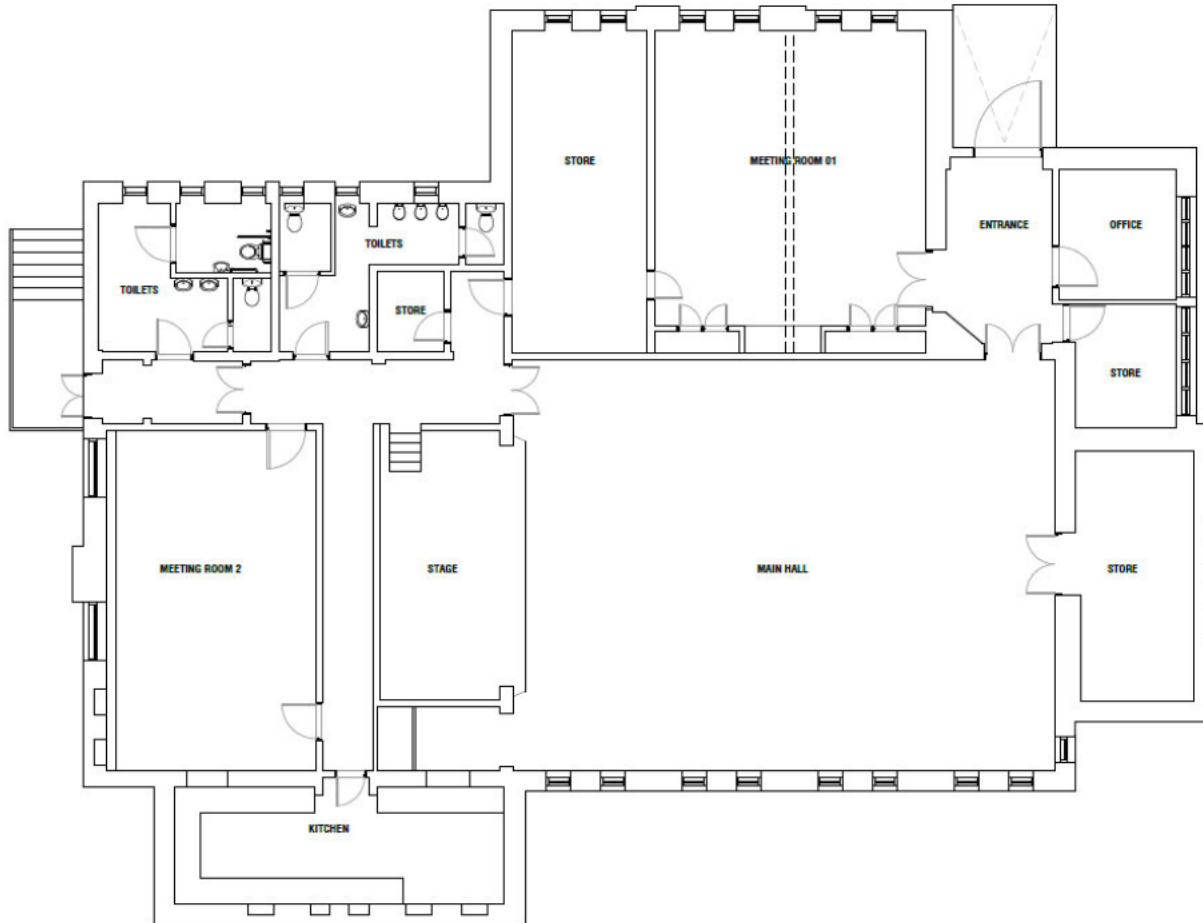
An initial options appraisal for the layout of St Ninian's Hall was undertaken by Ryder Architecture Ltd. Option B was identified as the preferred layout and is shown below. This option proposed several interventions in addition to the minimum requirements. The toilets and doors would be reconfigured to comply with regulations. The office would be expanded to accommodate three staff members and a reception area. The proposal included a corridor link between the main entrance and the meeting room at the back of the building, allowing access to all facilities. Ryder's initial appraisal provided the basis for the final vision / preferred layout developed by Framed Estates.



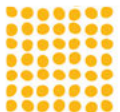
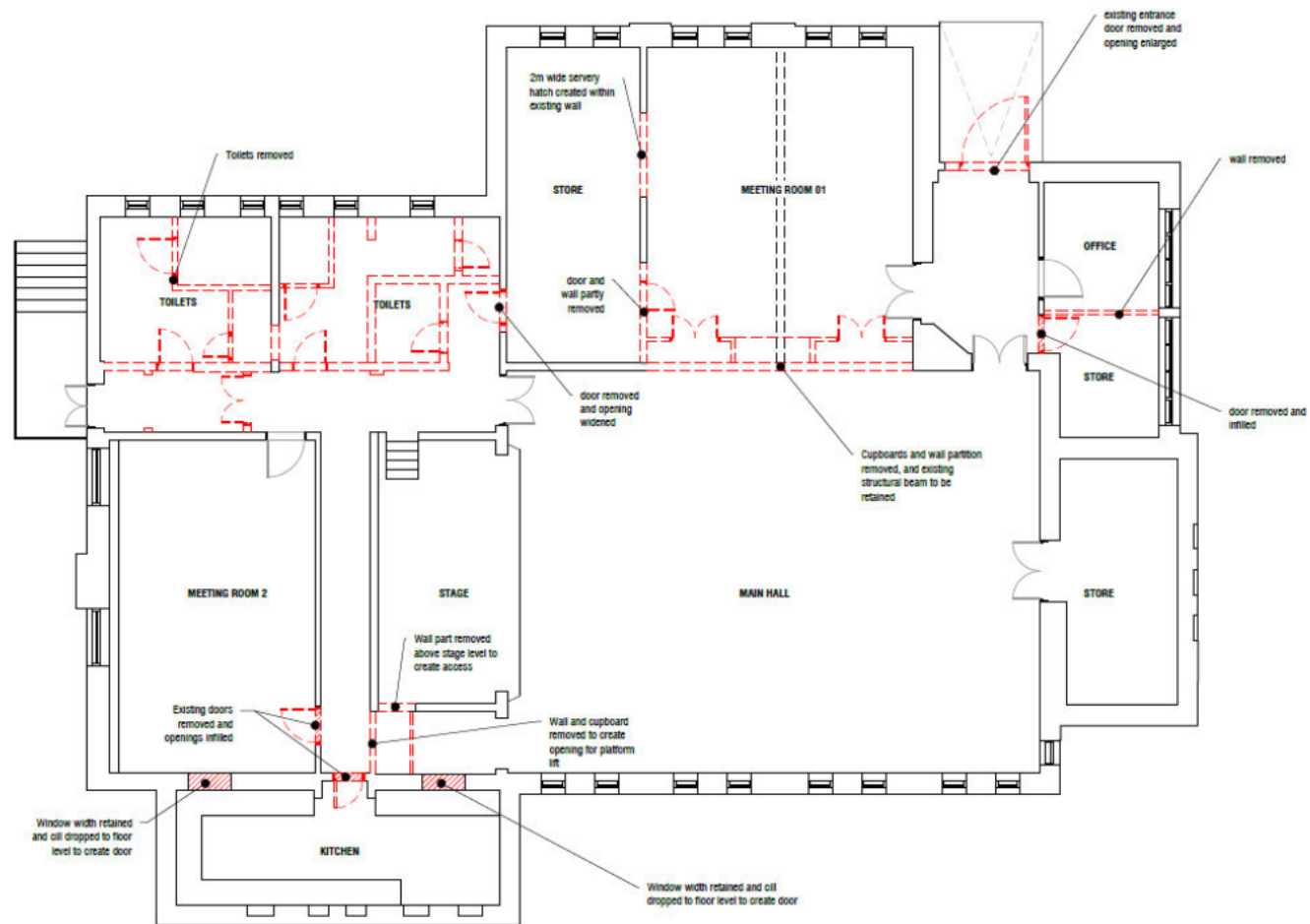


Framed Estates Vision (March 2025)

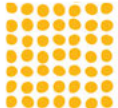
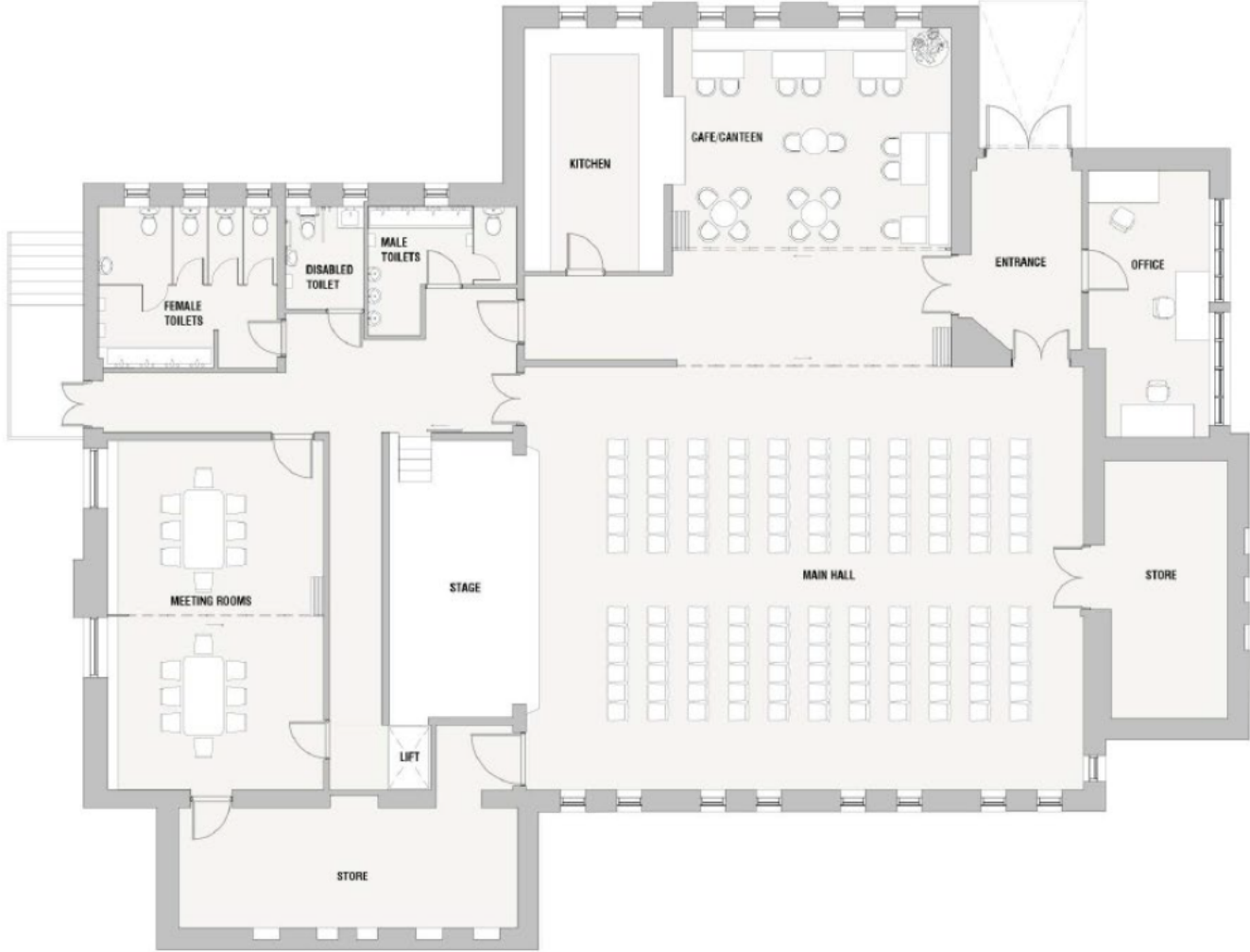
1. The existing space



## 2. Demolition and Changes



3. New Vision



### **3.4 Broad Social Outcomes**

In a simple format, the list below illustrates the impact that this project will have on the community based on the findings of the research.

#### **Impact on People and the Community**

1. There will be reduced isolation and reduced loneliness. This is particularly focussed on young families which is a growing demographic in our community.
2. Stronger community cohesion and increased community activism. There are low levels of volunteering and community activity, and this centre will stimulate a step change. The number of people within the community engaging in the development of a community asset will be increased. Community consultation will enable all sections of the community to contribute to the design and development of St Ninian's as a community hub.
3. Ferguslie becomes a more resilient community more able to cope with whatever comes along, from pandemics to storms.
4. People feel more empowered and listened to and have higher aspirations for what is possible in Ferguslie.
5. People with poor health will have enhanced wellbeing.

The St Ninian's Church Hall offers social benefits on many levels. With an underlying emphasis on bringing isolated people together in a welcoming, warm environment around community and family events, we hope that the building could potentially offer a safe haven to everyone in the community, particularly young families who struggle to make contact locally.

Having a community led suite of service from the karate to the events will require volunteers. This will be for reception duty, building tours to tell the story of activism in Ferguslie, help in the gathering space, help with events, marketing and fundraising. This will give people something interesting to do to fill lives with challenging activity in a group where there is peer support and volunteering support from the co-ordinator. Volunteering in an area that is not traditional full of activists and activity, is a way of creating resilience among the people.

We estimate 2000 individuals per year will be positively impacted.

#### **Impact on the FCDD**

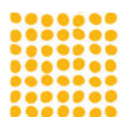
There will also be opportunities to increase membership of the Trust and strengthen the position of the organisation in the community as a locally owned and controlled organisations with increased trust and profile.

The learning journey as the board builds its skills will have a profound impact on the organisation.

#### **Impact on the Environment**

A vacant / disused building in Ferguslie Park will be redeveloped as a vibrant and friendly community space, open to all. The Hall has been lain vacant and closed to the community since 2020. The Community Asset Transfer of St Ninian's Hall from Renfrewshire Council to the Trust will secure the future of the building by opening the Hall as a dedicated community space for the delivery of community-based activities and services.

This will make a physical improvement to this area of Ferguslie and could stimulate other investment.



This project makes good use of resources and re-uses and preserves an existing building which has been standing empty for some time, protecting the embodied carbon.

A feasibility study by Survey Design Consult was carried out in January 2024 to provide an overview of the existing heating system, explore ways to significantly reduce energy consumption and provide recommendations to be taken into consideration during the design development.

Considering the information gathered from the site visit, Survey Design Consult would recommend utilising a heat pump system as a replacement for the gas boiler. This would greatly reduce its reliance on conventional energy sources, contributing to a more resilient and eco-conscious energy ecosystem. Given the circumstances SDC would recommend using air source over the installation of ground source heat pumps. Investing in insulation to improve the overall heat loss of the property was also recommended and this would assure that the heating system works effectively and efficiently.

Another recommendation was installing Photovoltaic solar panel system on the roof of the property as this would allow for maximum efficiency of the heat pump system and be envisioned to offset the energy requirements of the property by generating electricity.

### **Impact on the Economy:**

An appropriately managed meeting and events space meets a need for locals but also people from nearby looking for a high-quality creative venue. There is a gap for this size of facility in the area. It encourages more spend in the local community as well as the simple turnover of the Centre itself. It will also help to consolidate the reputation of Ferguslie as a welcoming community and promote the area as a destination for events rather than a place people avoid because of its previous reputation.

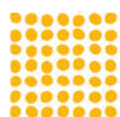
Between concerts, events and soft play, the cash flow projections show a turnover of around £100,000 per year.

It also greatly enhances the potential for the combined facilities of the Tannahill Centre and St Ninians to be used for conferences and events that require both these spaces to be used

The soft play will offer an opportunity to generate an income which will support the facility including some jobs as it grows. In addition, a local supply chain will invest in the local economy.

We will create two new employment opportunities locally. The feasibility study showed that jobs density in the area is low, and many have to commute out of the area for work. We will create a full time Development Manager and caretaker post.

In offering space hire for local people and groups, care will be taken not to duplicate with the Tannahill Centre and other facilities, which are focussed on different activity and have different spaces.

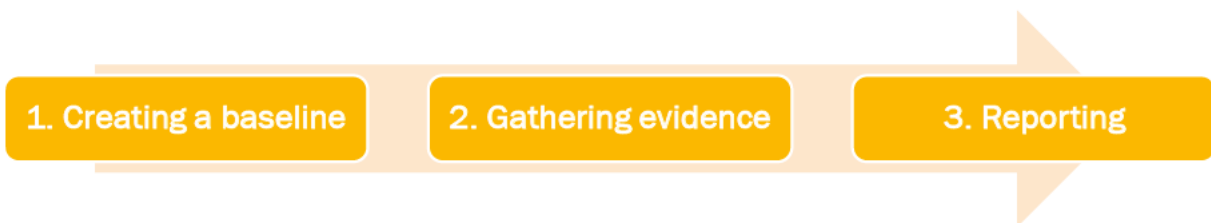


## 4. Monitoring and Evaluation

Our objective is for St Ninians to become a robust, sustainable enterprise which achieves or exceeds the targets and outcomes set out.

We are committed to monitoring the progress of the work and to sharing that locally as well as with funders and external partners. We will want to use success not only to show our impact but to drive more usage and more sales in the café and events space. We will monitor outcomes through regular reports to the board and funders, welcoming input and feedback from stakeholders of the project at all levels to encourage continual learning and improvement. We will also monitor for change outwith those outcomes and record any unexpected outcomes, positive and negative.

The process is as follows:



### 1. Creating a baseline:

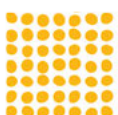
There will be a clear baseline for reporting the evaluation findings:

- The outcomes, set out in this business plan will be based on the statistics in section 2 above in relation to things like isolated older people and the need for families to gather together.
- Statistical data, set out in the Evidence of Need section, and with particular reference to Scottish Index of Multiple Deprivation and other indications of challenges facing people in the area (for example, the relative deprivation statistics).

### 2. Gathering evidence:

Evidence will be sought from the following:

- Customers and users:
  - Recording details of the numbers and nature of people attending the activities, events, meeting space etc
  - Impact on the quality of life of participants. We will monitor the impact of our facility by speaking to residents and gathering views from surveys but also allowing people to note thoughts both in the building itself and digitally through places like Facebook.  
  
We will involve our partners in this where possible so that if there is a booking for a venue, that agent will gather some data as part of the arrangement.
  - Surveys – including regular user surveys which will be kept simple; but also, a bi-annual local survey to record wider benefit.
  - Ideas boxes on all the tables



- Sustainability:
  - The finances will be monitored by the board using management accounts.

### 3. Reporting

Once appointed, the Development Manager will produce regular monitoring reports (these will be quarterly) and a detailed report annually.

Monitoring reports will be structured and presented to the board, external stakeholders and funders. The reports will outline progress towards each outcome and whether indicators and other measures have been achieved on target, with clear plans to address issues if these are not on track. Actions arising from board meetings will be implemented to improve impact.

## 5. Governance

---

### 5.1 Governance and Legal Structure

The Ferguslie Community Development Trust is a Scottish Charitable Incorporated Organisation (SC050697). Its core charitable objectives are:

1. The advancement of community development and participation of the Community in the regeneration of Ferguslie Park.
2. The advancement of community development through provision of and participation in community-led activities, programmes, organisations and event.
3. The advancement of the arts and culture through providing entertainment for the public and providing an environment for local talent to flourish.
4. The advancement of education for the community as well as key skills which will improve employability through training, volunteering and employment opportunities; and to establish opportunities for social enterprise to flourish.
5. The promotion of such other similar charitable purposes.

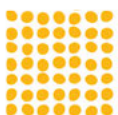
These are suitable objectives to run the new centre at St Ninians.

There are currently 7 people on the FCDT board, with a wider group of local people emerging who wish to contribute to the project and support the work though not necessarily as trustees. In the community survey 5 people said they would like to volunteer their time to help and left their contact details.

### Governance and Strategic Management

The board is aware of the amount of time, commitment and hard work that will be required to develop and manage St Ninians building.

We will continue to put in place robust processes and procedures, reporting on progress and discussions at regular meetings, through Agendas, Minutes and other records. Minutes will be made publicly available, though may be redacted. We will ensure that processes and procedures are maintained and strengthened as the Group takes on new premises.



Though all board meetings will be confidential to allow for frank discussion, there will be times where members of the public can attend and ask questions. The board is always on the lookout for new members.

### **Financial Management**

An annual budget will be agreed by the board and this budget will be overseen by the Treasurer, who will provide a monthly report on actuals versus forecasts setting out any variances and the reasons for these. This system will enable the directors to assess how the site's sustainability plan is proceeding and plan accordingly.

External advice will be sought to understand the long-term repair and maintenance burden of the building to ensure that enough money is being put into a sinking fund that will allow these repairs to be addressed through self-generated income, at least in part.

### **Trading**

We anticipate that most anticipated activities at the building will constitute primary purpose trading. We will monitor the income generated from these activities, and if required, establish a trading subsidiary to take them forward.

The Group recognise that since being incorporated as a SCIO they have additional duties as charity trustees and will have the power to create subsidiaries.

Any subsidiary is likely to be a company limited by shares with all the shares owned by FCDT.

### **Succession Planning**

The Board recognises the importance of succession planning. This is reflected through the following:

- Junior Membership – Young people aged between 12 and 15 years (including those not resident in the community) can join to support the work of the Trust
- Volunteering Opportunities – Opportunities for young people to volunteer with the Trust will be promoted via the Trust's website and social media channels. Volunteering opportunities will be promoted via TeamKinetic with support from Engage Renfrewshire's Volunteer Coordinator
- Saltire Awards – The Trust will recognise the contribution of young volunteers through its Saltire Awards registration
- Board Membership – As indicated in the Section 26.4 of the signed Constitution, any individual aged 16 years or over is eligible for full membership of the Trust. As such, full members are eligible to stand for election to the Board of Trustees.

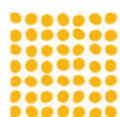
## **5.2 Skills audit**

7 board members filled in the skills audit. A full write up with graphs can be seen at appendix 3. The following is a high-level summary.

### **High Skills**

These are areas the board is already performing well at:

- **Generating Ideas:** Excellent at brainstorming and developing innovative concepts.



- **Setting Key Performance Indicators (KPIs):** Proficient in establishing and monitoring KPIs.
- **Voluntary Sector Experience:** Extensive experience in the voluntary sector.
- **Staff Support:** Skilled in providing support to staff members.
- **Training and Mentoring:** Adept at training and mentoring individuals.
- **Interviewing:** Experienced in conducting interviews.
- **Event Management:** Proficient in organizing and managing events.
- **Trustee Responsibilities:** Knowledgeable about trustee duties and responsibilities.
- **Community Engagement:** Effective at gathering information from the local community.
- **Hospitality and Events:** Skilled in hospitality and event management.
- **Managing facilities:** Some board members have professional experience, although the board will also make use of external support to strengthen their skills.

### Low Skills

These are areas which the board will seek to develop through training, external support and partnership working, or recruitment.

- **Project Management:** Requires development in managing large projects.
- **Strategic Planning:** Requires development in strategic planning.
- **Business Plan Writing:** Requires development in writing business plans.
- **Commissioning Work:** Requires development in commissioning work.
- **Project and Contract Management:** Requires development in project/contract management.
- **Design:** Requires development in design skills.
- **Press Release Writing:** Requires development in writing press releases.
- **Media Relations:** Limited experience with TV or radio.
- **Financial Management:** Requires development in financial management.
- **Procurement:** Limited experience in procurement.
- **Charity Law:** Requires development in understanding charity law.
- **Monitoring and Evaluation:** Limited experience in monitoring and evaluation.

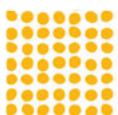
### 5.3 Policies and Procedures

We will write a suite of policies and procedures, reviewing these on a regular basis at our board meetings, with one of our board being responsible for reviewing policies and bringing them to the board for amendment where appropriate.

Assistance will come from the local Third Sector Interface of which we are an active member, and from other third sector support organisations particularly DTAS who have a real expertise in facilities management.

Training will be provided to new board members, staff and (where appropriate) volunteers on the use of these policies. This is not a comprehensive list and the COSS resource on facilities management will be used.

- Health and Safety Policy
- Data Protection



- Environment and Net Zero Policy
- Privacy Policy
- Child Protection
- Vulnerable Adult Protection
- Grievance Policy
- Membership Policy
- Staffing Policy
- Volunteering Policy
- Recruitment and Training Policy
- Fair Work
- Equalities, Diversity and Inclusion Policy
- Policy governing allocation of space
- Conflict of Interest policy
- Specific policies in relation to the events space (e.g. PRS licence)
- Specific policies in relation to food and the kitchen, (e.g. food handling)

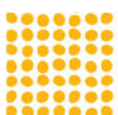
The Trust will ensure it has all the appropriate insurances in place including Public liability, professional indemnity, Building and Contents, Board indemnity and cyber security.

#### 5.4 Partnerships

Recognising that collaboration is crucial to the success of the project to create a thriving successful centre, we have worked hard to develop strong partnerships with a wide range of local organisations and groups.

##### Local Collaboration

Partner Organisation	Partnership Opportunity
Tannahill Centre Committee and Ferguslie Housing Association	Mutual referrals, joint work and joint marketing of the space including potential joint booking system.
Circus Centre	Joint use of space, joint products around leisure and conferences.
Engage Renfrewshire	Support with funding and governance.
Renfrewshire Council	Funding and joint work to promote the local area.
All Other Community Groups	Like many passionate communities, there are many active groups who have their own perspective. There is a need to unify these groups under a single vision and joint work in the St Ninian's Centre is a route to that. Open dialogue will continue with Ferguslie Community Church, and Pals of the Privies covering different geographical locations.



## Membership and Affiliations

The Trust is a member of the following networks and associations:

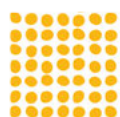
- Development Trusts Association Scotland: Benefits of membership include access to DTAS support and online resources, networking and sectoral updates / briefing reports.
- Social Enterprise Scotland: Membership Benefits – Access to social enterprise information and support, marketing and promotion, #buysocial campaigns, free webinars/events, networking and sectoral representation at Scottish Government
- Poverty Alliance Scotland: Membership Details – Forum to support communities to challenge poverty and build an anti-poverty movement.
- Engage Renfrewshire: Membership Details / Benefits – Third Sector Interface organisation for Renfrewshire. Provides access to free training webinars and learning opportunities. Support with identifying relevant sources of funding. Support with volunteer recruitment and wider promotion of community engagement activities
- IN-Ren (Integration Network Renfrewshire): IN-Ren is a forum ensuring that ethnically diverse communities' voices are being heard and involved in local services and decisions. IN-Ren has also been informed by the Black Lives Matter movement and health inequalities highlighted by the pandemic.
- Renfrewshire Social Enterprise Network: The Trust is one of 130+ social enterprises and enterprising third sector organisations based in Renfrewshire. RenSEN provides opportunities to network, collaborate, share learning, skills and resources. Support includes weekly information updates, quarterly networking events, thematic webinars and one to one support.

## 6. Managing the Asset

### 6.1 Operations

The following sets out the day-to-day operations of the centre.

Opening hours	9am till 9pm, seven days a week
Staffing	One full time development officer and a part time cleaner/caretaker. This will be supported by a team of committed volunteers.
Building access	Having staffing 12 hours a day, 7 days a week is too expensive so some of the time will be operated by key pad entry, with the building carefully zoned and monitored by CCTV.
Booking	Booking online using a bespoke software package and pre-payment for all spaces. Hallmaster is a popular choice but a full options appraisal will be done prior to opening.  There will be an emergency number with a caretaker on call at all times.
Facilities management	Largely delivered by the caretaker but with external contracts for things like PAT testing, legionella checking, fire safety checks, alarm checks etc.  The Cleaner/Caretaker is likely to be a lead caretaker with some sessional staff to cover activities on a rota basis.



	The caretaker will look after grounds maintenance.
Cash handling	There will be no cash handling.. All booking and payments will be done electronically.
Events management	Costed into all weddings and conferences will be additional session staff who will be there to prepare the space, be there for serving and for cleaning up. This will be a team of freelance individuals.
Site Security	Site security will include CCTV cameras, alarm system, PIR security lighting at main door entrance and rear of building. Contacts maintained with the Community Policing Team. The Trust's website and Facebook sites will include In Case of Emergency contact details which will be answered by caretaker on call. Board members will be keyholders for emergencies.
Parking	Shared with Community Circus Paisley so will need a joint agreement when either group has larger events.

## 6.2 Volunteers

We envisage that volunteers will play an important role at the project, including work on day-to-day operations as well as help with awareness-raising and fundraising. As noted above, the encouragement of community activism and the feeling that this is a community-owned venture, is important to the ethos of the project.

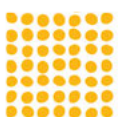
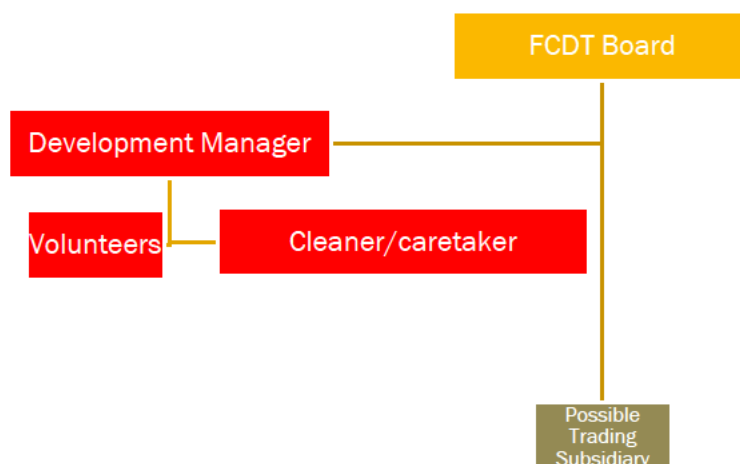
While many volunteers have come forward indicating they want to commit to the project, we are aware of the possibility of burnout amongst the core volunteer cohort. A key way to address this is to ensure there is a sustainability plan for funding at least a part time paid member of staff, while also focussing on creating and supporting a strong well-trained and committed team of volunteers.

## 6.3 Staffing

The proposed staffing structure is shown in the diagram below. We envisage that the Development Manager will be full time, and the cleaner/caretaker will be 0.5 FTE.

Staffing will be kept to a minimum initially to ensure the sustainability of the site.

## 6.4 Organisational chart



## 6.5 Job Roles

### *Development Manager*

This post operates as the Chief Officer of the St Ninians centre. They will be responsible for the continued sustainability of the facility and for developing other community projects. As Co-ordinator, they will take an overview of the building and line-manage other staff and volunteers. They will liaise with the funders, leading on the evaluation and reporting of outcomes. They will also have a lead role in overseeing the commercial outcomes and the sustainability of the facility.

Responsibilities will include.

#### Operations

- New service development in response to evolving resident needs including looking for new user groups and partners. This includes developing, launching, consolidating and supporting new services but also investigating contract opportunities and winning new business.
- Managing key partners and users of the space.
- Booking events and managing the events calendar.
- Fundraising and bid writing for both grants and tenders.
- Financial stability. The Co-ordinator will be responsible for overseeing financial viability, balancing budgets with actuals and dealing with variables.
- Strategic links – representation on local planning groups and liaison with sector partners, the local authority, National Park etc in relation to the asset.

#### People Management

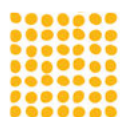
- The recruitment and induction of new staff and the on-going line management of the whole team as it may grow over time.
- The recruitment and induction of volunteers and on-going volunteer development.

#### Marketing and Communications

- Overseeing and managing the communication strategy to promote the site.
- Marketing. Ensuring there is a clear, strategic and achievable marketing plan; which communicates the St Ninians Centre vision and mission and values effectively.
- Monitoring and evaluating the impact of our services. Liaising with funders and completing monitoring reports.

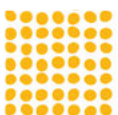
#### Admin/Finance/ Tasks

- Being the welcoming voice at the Centre to represent FCDT and create the place as a welcoming hub for all
- Answering questions about the organisation by phone or email and being the first point of contact
- Managing on-line data and filing systems
- Overseeing policies and processes including compliance such as Health and Safety and Data Protection.
- Scheduling meetings and taking notes
- Updating computer records
- Maintaining office correspondences
- Printing and photocopying paperwork
- Recording financial transactions and undertaking bank reconciliations



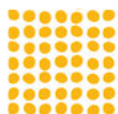
### **Cleaner/caretaker**

- Cleaning the building or supervising a team of cleaners
- Inspecting the building, including heating, cooling, lighting and alarm systems to make sure they are in good working order
- Setting up rooms as required
- Performing basic repairs and maintenance tasks as required
- Sourcing, booking and supervising contractors for major repairs
- Monitoring cleaning materials, tools, and furniture and reordering as required
- Adhering to the company's safety policies to create a safe working environment for everyone

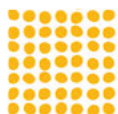


## 6.6 Risk Mitigation

Risk	Impact	Probability	Existing Controls	Action Required	Lead Responsibility
Renfrewshire Council turns down asset transfer request	High	Low to medium	Strong business plan Good community consultation Relationship with Council representatives. Existing meetings and discussion with Renfrewshire Council asset transfer dept.	Strengthen the business plan Robust cash flow projections. Appeal or re-application with more community support	Trust Board
Unable to recruit enough board members	High	Low	Seven existing board members with good skill set (see skills audit) Strong current membership of around 80 from which new board members can be recruited Some indication of interest in the survey responses	Potential to advertise through the Third Sector Interface Advertising during the asset transfer process when the publicity will be high	Board
Unable to grow membership	High	Med	80 existing members is a good foundation Community consultation which reached a lot of local people Offers such as discounts off events Some interest in the public meeting and survey to become members	Once this project is up and running we can promote membership more actively – on social media; local press; through partner organisations etc. Door to door leaflet drop membership drive. Co-ordination with school to get a youth rep	Board
Low demand for services/ activities from local people	High	Medium	Building awareness; involving the community; consultation.	Strong marketing throughout; developing partnership with	Development Manager if funded



Risk	Impact	Probability	Existing Controls	Action Required	Lead Responsibility
				potential users throughout the planning period. Deals and good publicity	
Refurbishment costs higher than expected for essential repairs	Medium	Low	Council has already undertaken the basic upgrades. Up to date QS estimates as part of this feasibility work.	Get competitive quotes Allow for contingencies in cashflow.	Board
Loss of Key Personnel, Volunteers and Board Members	High	Medium	Developing succession planning; liaising with potential volunteers, new members of the Steering Group etc.	Write a succession plan. Good terms and conditions for future staff. Good support for volunteers. Continued CPD for staff and board.	Board
Opposition from other community groups	Medium	Low to medium	Meeting community groups and listing during the consultation phase	Community summit co-ordinated by Engage to bring groups together.	Development Manager
Displacement and opposition from other facilities	Medium	Low	Competitive analysis done and other facilities all supportive.	Joint work and joint marketing	Development Manager



## 6.7 Managing the Refurbishment

Discussions have taken place with the Renfrewshire Council around purchase of the building and an asset transfer request has been submitted.

We plan to secure capital funding in phases and as funding becomes available but to continue to use the building as it is at the moment.

## 7. Marketing

---

### 7.1 Approach

The marketing strategy will at its core, develop an effective means of communicating and consulting with the local community to ensure that its needs and interests are understood and that services and facilities being provided reflect the needs of local people. This will aim to ensure local people also know what is offered at the St Ninian's building and what is on.

Full use will be made of a range of communication tools to ensure all potential users are aware of the facilities available. Promotion will be carried out through social media, local press and radio and use will be made of a dedicated website (to be developed, though this may be a page on the existing FCDT website).

A register of local organisations and individuals will be maintained and publicity material will be regularly distributed via a mailing list initially, and subsequently a customer database. Use will be made of public noticeboards and all regular community meetings.

Throughout our communications, we will consider guidance on accessibility, such as that published by [Inclusion Scotland](#).

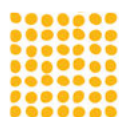
### 7.2 Brand

A name will be chosen for the site so that it can be recognised easily. Research will be undertaken as to whether this continues as the St Ninian's Centre or has a new name.

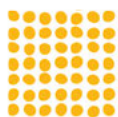
Decisions such as brand colours and fonts will be taken with accessibility in mind, avoiding low-contrast colour combinations and fonts that are more difficult to read.

### 7.3 Marketing channels

Local Residents	<ul style="list-style-type: none"><li>• Trust social media accounts (Facebook in particular)</li><li>• New social media platforms particularly Instagram to reach younger people</li><li>• Trust website with a strong page for the St Ninian's Centre with good information and easy online booking</li><li>• Door-to-door leaflet drops</li><li>• Ferguslie Park Housing Association (quarterly newsletter)</li><li>• Flyers in Ferguslie Library (Tannahill Centre)</li><li>• Stalls at the weekly market periodically</li></ul>
-----------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

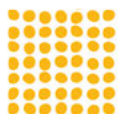


Community Groups	<ul style="list-style-type: none"> <li>• Distribution via networks such as Engage and the social enterprise network</li> <li>• Presentations periodically at the Community Council</li> <li>• St Ninian's web page</li> <li>• Deals and discounts</li> <li>• Engage Renfrewshire e-bulletin</li> <li>• RenSEN e-bulletin and RenSEN network events</li> </ul>
Corporates and weddings	<ul style="list-style-type: none"> <li>• Brochures</li> <li>• Mailing to wedding planners</li> <li>• Mailing and high quality brochures to events companies</li> <li>• Direct mailing to corporates and third sector in the West of Scotland to encourage event bookings.</li> <li>• Via Renfrewshire Chamber of Commerce</li> <li>• DTAS mailing nationally</li> <li>• Regional network such as Glasgow Social Enterprise Network and regional Chambers of Commerce.</li> <li>• Paisley Is website (What's on events webpage)</li> <li>• Paisley Is Facebook page</li> </ul>



## 7.4 Marketing Strategy

<b>Purchase and Securing Ownership Period (year 1)</b> Planning Phase Asset transfer Crucial repairs Market Research and Pilot of activities	<b>Launch Year (year 2 into year 3)</b> Completion of refurbishment Roll out of activities and launch of events space Operating	<b>Growth and Consolidation (from year 3)</b> Increasing Footfall and Income Review potential to extend offering
Devise communications strategy (updates on build/ progress for locals/ stakeholders) Design newsletters Register on digital platforms especially Facebook (for local people), Instagram (for younger people) as well as X/twitter and Bluesky Develop new page on FCDT website – including online bookings Devise communications plan for events and attracting visitors Clearly identify different customer groups – profile and needs, building on the outline above. Develop Brand Clarify main marketing messages Identify networking events Clarify monitoring tools for sales income/ targets Pilot services where possible given the refurbishment work. Door-to-door leaflet drop to the community.	Develop detailed access guide in line with guidance, e.g. Euan’s Guide and Visit Scotland Arrange official opening event Finalise Website, including accessibility features such as text to speech compatibility and customisable view. Roll out social media strategy Finalise the brand Email to all partners and stakeholders Advertising in newsletters Second door-to-door to advertise the launch Increase social media posts/ shares Quarterly newsletters via Mail Chimp First round of events Review marketing budget Develop database of customers for different services Review marketing and sales targets – all activities	Agree marketing objectives and sales targets for each activity Develop communications strategy Develop social media plan Quarterly newsletters via Mail Chimp Weekly blogs, posts on Facebook and/or Twitter Review marketing and sales targets – all activities. Conduct customer satisfaction survey



## 8. Funding and Finance

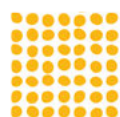
### 8.1 Summary of Capital Costs

#### Capital Renovations

A QS cost estimate can be seen below based on framed estates floor plans that can be seen at section 3.3. This is being reviewed on an on-going basis and will be amended over time.

Feasibility Study - 404m2 GIFA Conversion / Refurbishment		LANGMUIR +HAY			
St. Ninians Community Hub Proposed Conversion / Refurbishment					
Feasibility Study					
Description		Rate	Total (£)	% of Total	Notes
Downtakings			£23,210.00	5.46%	
Facilitating Works - Sub-Total			£23,210.00	5.46%	
Roof			£16,160.00	3.80%	
External Doors & Windows			£8,700.00	2.05%	
Internal Walls & Partitions			£6,400.00	1.51%	
Internal Doors			£6,850.00	1.61%	
Internal Finishes			£46,304.01	10.90%	
Fittings, Furnishings & Equipment			£60,000.00	14.12%	
Services			£62,121.24	14.62%	
Extra over; PV installation			£12,500.00	2.94%	Provisional Sum
Extra over; ASHP installation			£40,000.00	9.42%	Provisional Sum
Extra over; MVHR installation			£25,000.00	5.88%	Provisional Sum
Extra over; Platform Lift installation			£17,400.00	4.10%	Provisional Sum
Building Cost - Sub-Total			£301,435.25	70.96%	
External Works				0.00%	Excluded
External Works - Sub-Total			£0.00	0.00%	
<b>WORKS COST</b>			<b>£324,645.25</b>	<b>76.42%</b>	
Preliminaries	16 wks	£3,000.00	£48,000.00	11.30%	
Overheads & Profit				0.00%	Included
Preliminaries & OH&P - Sub-Total			£48,000.00	11.30%	
Professional Fees				0.00%	Excluded
<b>TOTAL DEVELOPMENT COSTS (excl. Risk &amp; Inflation)</b>			<b>£372,645.25</b>	<b>87.72%</b>	
Price & Design Risk Allowance	10 %		£37,264.52	8.77%	
Inflation - based on 1Q 2026 Site Start	3 %		£11,179.36	2.63%	
NIC Increase	1 %		£3,726.45	0.88%	
Capital Expenditure - Sub-Total			£52,170.33	11.40%	
<b>FEASIBILITY STUDY</b>			<b>£424,815.58</b>	<b>99.12%</b>	

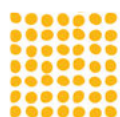
Costs for Renovation	Cost
Capital build - Contingencies (10%) and inflation (3%) included	£424,815
Professional fees (15% estimate)	£63,722
Insurances (quote needed – this is just an estimate)	£5,000
Furniture and fittings (estimate, not included in QS costs)	£50,000
Planning and BW fees (estimate)	£10,000
Site investigations (estimate, eg asbestos, rot etc)	£20,000
VAT (potential to reclaim but this will need to be tested by a VAT assessor)	£112,707
<b>Total</b>	<b>£686,245</b>
Capital project manager	30,000



## 8.2 Funding Strategy

The following are indicative estimates. The St Ninian's Centre can be used immediately with time taken to address issues in a phased way. Right now the capital funding situation is challenging.

Fund	Notes	Purpose	Target amount
Sustainable Communities Fund	Can fund capital for regeneration initiatives	To contribute to renovation	Say £100,000
Match funding	Regeneration Capital Grants Fund, Or Place Based Investment Fund.	Upgrade and re-modelling	Say £500,000
CARES	Will require an options appraisal and a costing	New heating system and insulation	Up to £80,000 and up to 80% of costs
Scottish Landfill Communities Fund	Object C : To provide, maintain or improve a public park or other public amenity.	Repairs and upgrade	Circa £20,000
Clothworkers Foundation	Main grants funding for capital costs (including purchase of fixtures and equipment as well as building purchase or renovation) – usually over £10,000.	Repairs and upgrade	Say £10,000
Modest charitable trusts	Supports community and local assets	Repairs Upgrade and renewal	Circa £100,000
The Weir Charitable Trust	Includes a focus on "Recreational facilities: the provision or organisation of recreational facilities (buildings, pitches or similar) with the aim of improving the conditions of life for the people for whom the facilities are primarily intended. This is only in relation to facilities which are primarily intended for people who need them due to age, ill-health, disability, financial hardship or other disadvantage."	Upgrade	Up to £25,000
Rayne foundation	New fund not launched yet.		



## **VAT Assessment**

Trading is over the VAT threshold, and even if reduced, there might be a desire to opt to tax if there is a saving on capital costs but this would be to plan for the future. A full VAT assessment will be required and VAT will need to be added to the cash flow.

## **8.3 Income Generation and Sustainability**

Once the site is operational, the Ferguslie Community Development Trust will work towards sustainability through trading, but will be careful to balance the need to generate income with the necessity of ensuring that what is provided at Ferguslie is open to all in the community, regardless of income. Ferguslie is not a high income area so it is vital that pricing is right. Benchmarking has been done to ensure that the pricing is commensurate with other facilities and is slightly more affordable without undercutting too much.

### **Occupancy Rates**

The Trust has used the Framed Estates preferred route, so that there is a big hall, two meeting rooms and an informal kitchen/café area for events and parties (rather than for a commercial café). These have been currently priced at £25 for the hall and £10 for the smaller rooms but this can be amended.

There is no more than a 25% occupancy rate because this accommodates the need to use the space for events and block bookings.

### **Income and Expenditure**

Key income generators are events, family parties and weddings, a small income from a temporary soft play area and commercial lets.

Our full financial projections are shown in Appendix 5 in this Business Plan. 5 years have been shown altogether. While trading will be essential to ensure financial sustainability, we know that services must be affordable for all. Similarly, we want the building to be well used by other third sector organisations which will require a pricing strategy that reflects the financial pressures many of these organisations are under.

The largest item of expenditure is salaries for the Development Manager and clearer/caretaker.

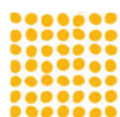
### **Cashflow projections**

Our cashflow projections show trade growing at a modest rate – occupancy rates are relatively low and are intended to be cautious.

In relation to running costs, the projections show that with a reasonable grants / fundraising target of £30,000 in Year 1 (tapering to £20,000 in Year 2 and £10,000 in Year 3, though that is not required for sustainability), modest surpluses can be generated accumulating to over £100,000 by the end of year 5. It is highly likely that grants and fundraising will be part of the mix of income as is standard for such a facility. In the cashflow the level of grant funding required could be reduced if these cautious estimates are exceeded.

Other grant funding / fundraising will be required to cover proposed improvement works to the Hall.

A summary of the financial trajectory is set out below.

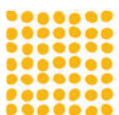


	Year 1	Year 2	Year 3	Year 4	Year 5	Total
<b>Income</b>						
Trading	£80,993	£114,842	£128,976	£128,976	£128,976	£582,761
Grants	£30,000	£20,000	£10,000	£0	£0	£60,000
<b>Total</b>	<b>£110,993</b>	<b>£134,842</b>	<b>£138,976</b>	<b>£128,976</b>	<b>£128,976</b>	<b>£642,761</b>
<b>Expenditure</b>	£95,275	£98,383	£99,400	£109,438	£110,496	£512,992
<b>Surplus/Deficit</b>	<b>£15,718</b>	<b>£36,459</b>	<b>£39,576</b>	<b>£19,538</b>	<b>£18,479</b>	<b>£129,769</b>

NB: VAT has not yet been factored into the cash flow and a VAT assessment will be required. If there is a reduction in income of 20% and some reclaim, there may be a need to increase trading, reduce costs, or add in a further fundraising target.

## Appendices

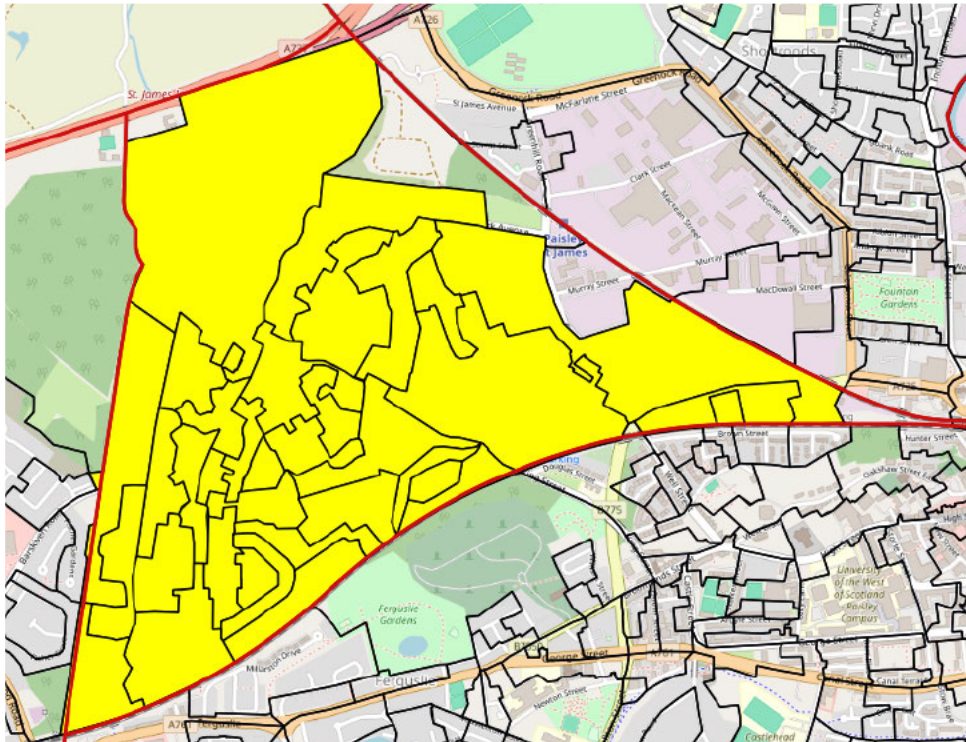
---



## Appendix 1: Demographics and statistics

This demographic report provides a summary of key data on the community in the Ferguslie Park and the surrounding area.

### Notes on boundaries and availability of data

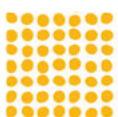


Ferguslie Community Development Trust defines their community as those living within the Community Council boundary. The community council area for Ferguslie Park is situated in Renfrewshire and is a residential suburb of Paisley. The red outline in the

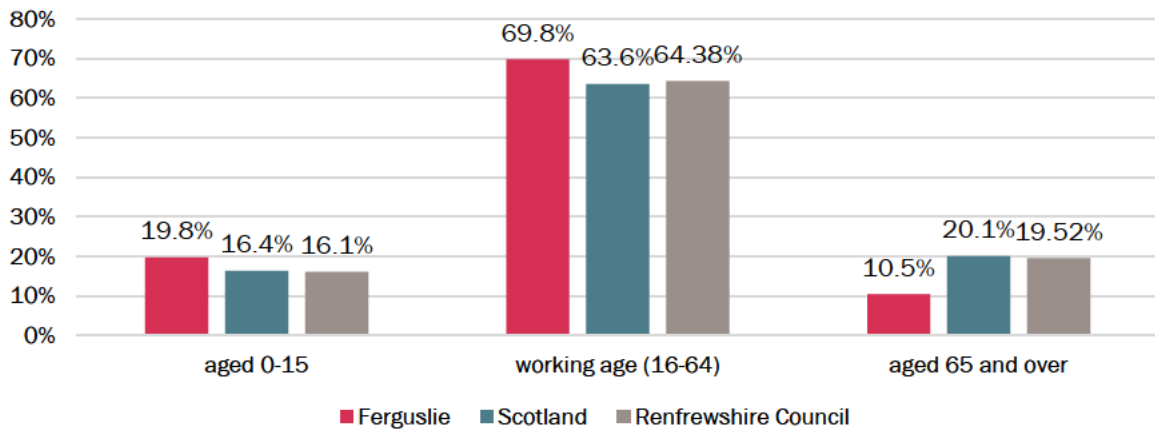
image here shows the Community Council boundary. As Census data is not published for community council areas, we have gathered data from the closest fitting Output Areas. Output Areas are the smallest area for which Census data is published. Each one consists of several postcodes with a maximum population of 60. The areas highlighted in yellow show the closest fitting Output Areas to the Community Council boundary. It is important to note that some Output Areas have not been selected because although some of the households within them are within the Community Council boundary, they also contain many households outside the boundary.

Unless otherwise noted, the data presented in this report is from the 2022 Census. When referring to the Scottish Index of Multiple Deprivation (SIMD) Index, data is gathered from the closest fitting datazones. Datazones are small area geographies, designed to have roughly standard populations of 500 to 1000 residents and are composed of Output Areas.

- **Demographics:** The total population of the Community Council area is 4,227. The demographic profile of Ferguslie Park is younger than average for Renfrewshire and Scotland. In particular, the proportion of children and young people is 3% higher than the regional and national averages. There are also a higher proportion of those aged between 16-64 years compared to regional and national levels and a lower



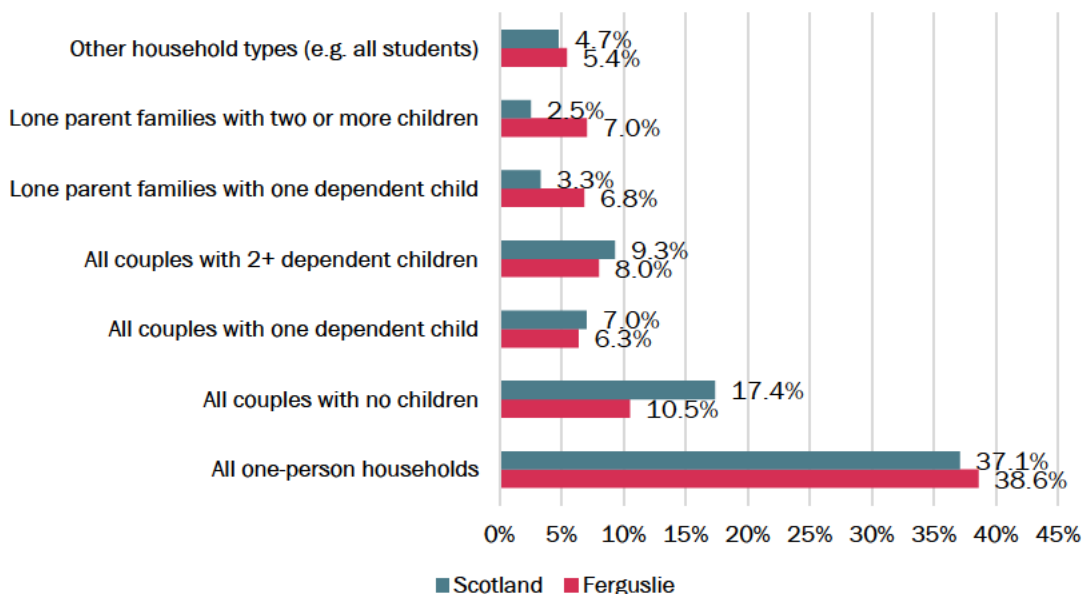
### Population distribution



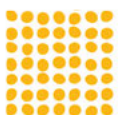
proportion of those aged 65+ (10.5% in Ferguslie Park compared to 19.6% across Scotland).

- Housing:** There are 1,927 households in the Community Council area, most of which are either a house or bungalow (64.5%) which is similar to the national average of 65.5%. The majority of dwellings in Ferguslie are socially rented (55.4%) rather than owned (36%). The number of socially rented in dwellings in Ferguslie is higher than the national average by 32.9%. Household composition in Ferguslie is similar to the national averages, but there is a higher proportion of lone-parent families. For example, 22.1% of households in Ferguslie are occupied by lone-parent families compared to the national average of 9.9%.

### Household types



- Economic Activity:** 57% of adults over 16 are economically active and 38% are economically inactive, which is similar to the national average.
- Health, disability and caring:** More people in Ferguslie Park are in good health than bad health, and this is similar to the pattern across Scotland. 12.6% of people have

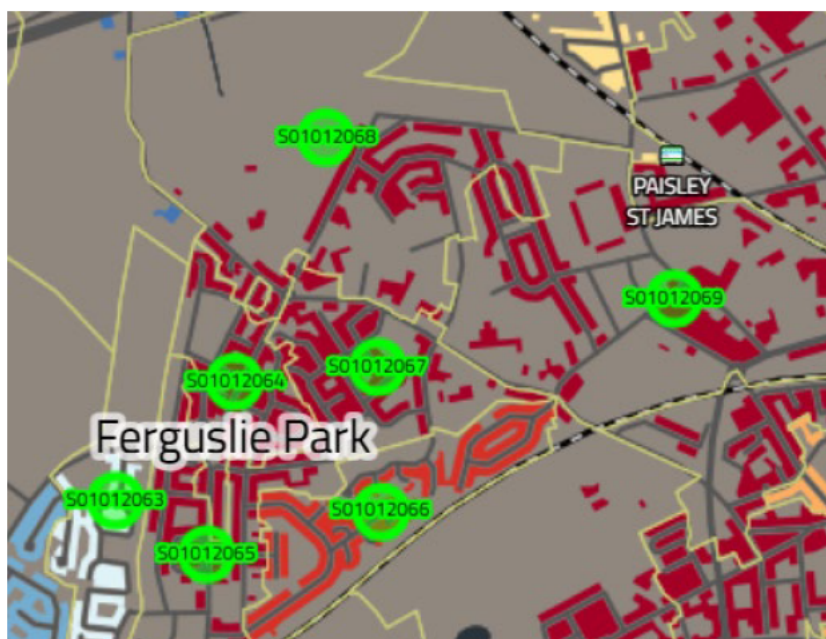


a physical disability in Ferguslie which is higher than the national average (9.7%). The proportion of people who are not limited by disability is 5.9 percentage points lower than the average across Scotland.

- **Vehicle access:** 41.8% of households in Ferguslie Park do not own a car which is lower than the national average of 26.4%. This could indicate an increased reliance on public transport. Additionally, the SIMD (see below) shows low deprivation associated with the domain for geographic access to services which measures the mean travel time (in minutes) to key services by car or public transport, meaning that access to public transport is good in Ferguslie.
- **Education:** There is a 11.2% higher proportion of people in Ferguslie with no qualifications compared to the national average. 18.1% in Ferguslie have a qualification at a degree level or higher, compared to 32.5% across Scotland.

The Scottish Index of Multiple Deprivation (SIMD) measures the level of deprivation across 6,976 data zones in Scotland. The SIMD combines data across seven domains: income, employment, education, health, geographic access to services, housing and crime. Areas coloured red are ranked as most deprived, through to orange, blue and dark blue (least deprived).

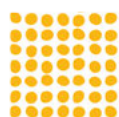
There are 7 datazones that cover the Community Council area, which are shown below. The index shows high levels of deprivation across the datazones within the Community Council area. Below is a summary of how the datazones rank across the 6 different domains.



- Five of the datazones covering Ferguslie Park are within the most deprived 10% in Scotland, with high levels of deprivation across all the domains except for geographic access to services which shows lower levels of deprivation. Geographic access to services is measured by mean travel time (in minutes) to key services by car or public

transport. Key services includes GP, petrol station, post office, primary school, retail centre and secondary school.

- The datazone S01012068 has an overall ranking of 4 meaning that is the 4<sup>th</sup> most deprived datazone in Scotland.
- The datazone on the west border of Ferguslie Park, shown in light blue on the map, is classed as having lower levels of deprivation. This datazone falls within the least deprived 40-50% in Scotland.

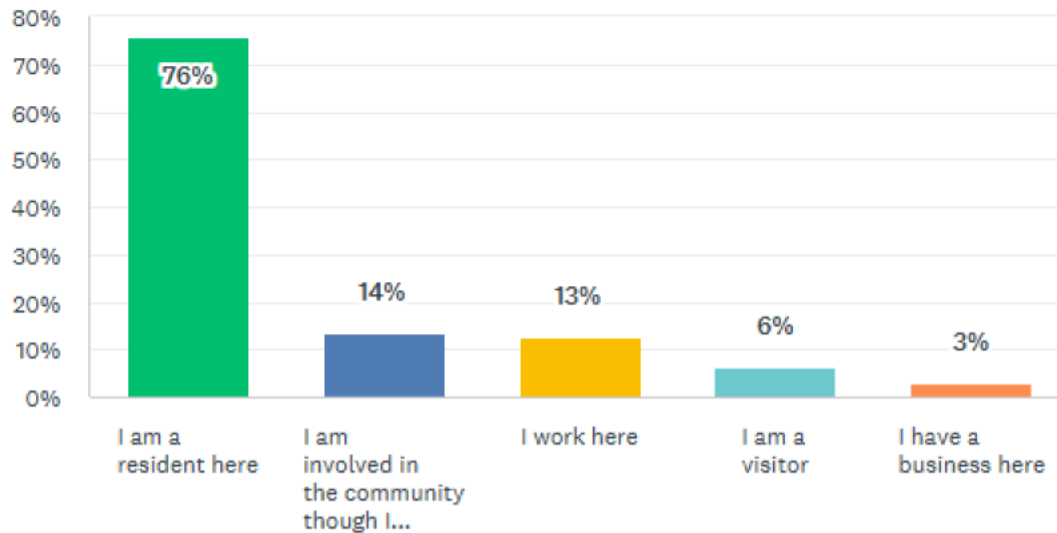


## Appendix 2: Community Survey Analysis

A survey was carried out from October 2024 – February 2025 and made available via an online form, as well as paper copies left in the Tannahill Centre. The survey was shared with community groups, stakeholders, on social media and flyers. 98 responses were recorded.

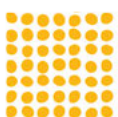
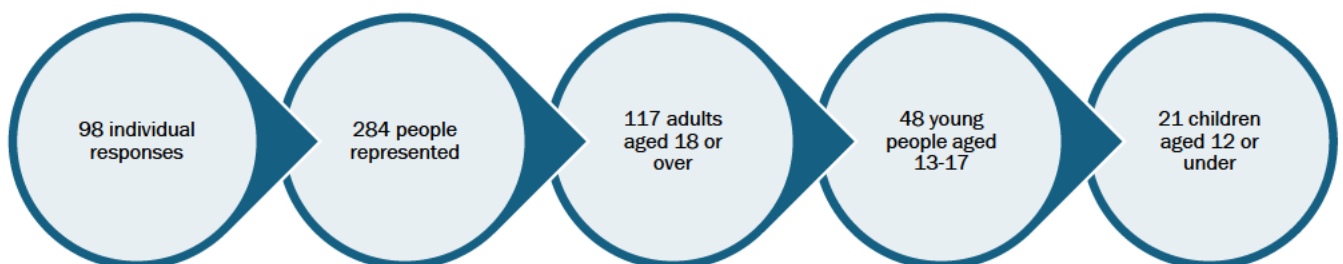
### Respondent Characteristics

Respondents were asked about their connection to Ferguslie Park and most live locally.



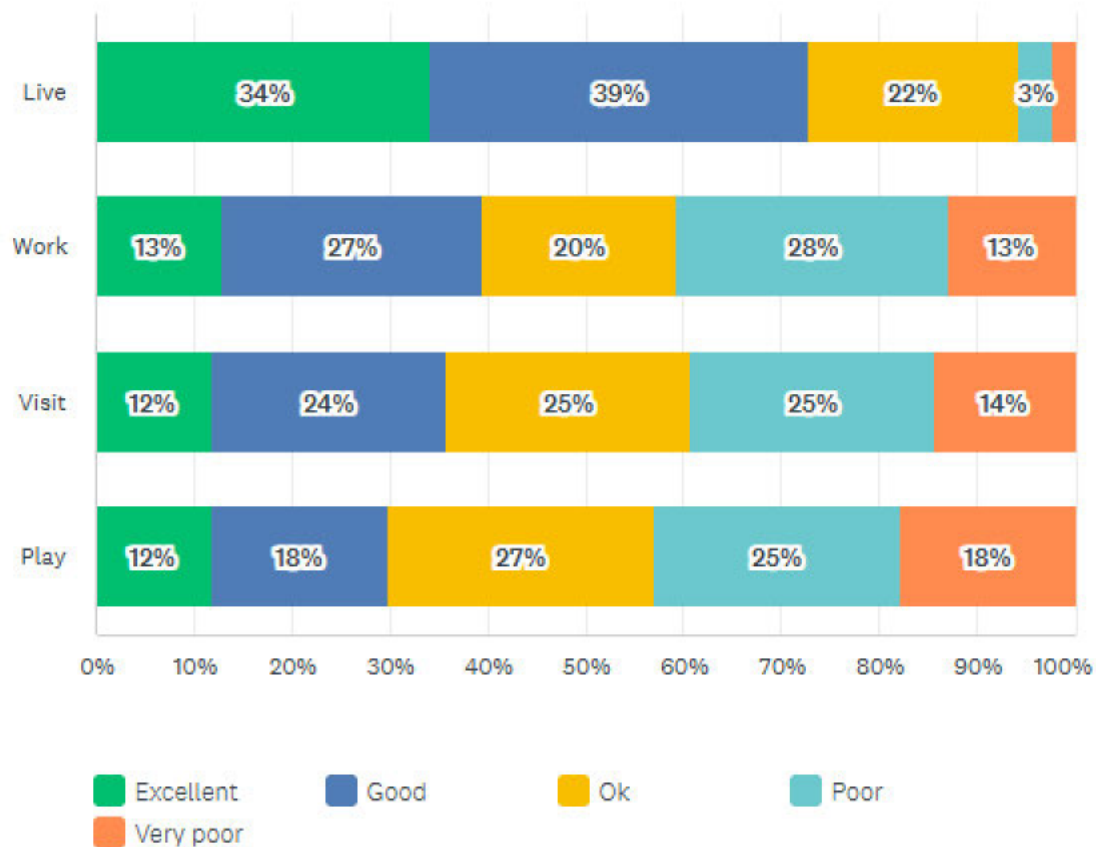
- 76% of respondents are a resident of Ferguslie Park.
- 14% are involved in the community but don't live locally.
- 13% work in Ferguslie.
- Other respondents were a visitor (6%) and 3% of respondents answered as a business owner in the area.

The survey could also be answered on behalf of a household. The graphic below shows the number of people's views represented in the survey and most respondents were over the age of 18 years old.



## Views on the community

Respondents were asked to rate Ferguslie Park as a place to live, work, play or visit on a scale from 1-5, with 1 indicating Excellent and 5, Very poor. Overall satisfaction rates were divided, however most respondents were positive about Ferguslie Park as a place to live.



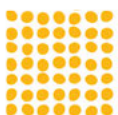
- Ferguslie Park was rated highly as a place to live; 34% gave a rating of excellent and 39%, a rating of good.
- However, as a place to work and visit, Ferguslie Park was not as highly rated. For example, as a place to work, views were divided; 40% of respondents gave a positive rating of either excellent or good and 41% gave a negative rating of poor or very poor. Results were similar for Ferguslie Park as a place to visit.
- As a place to play, fewer responses were positive (30%) and collectively, 43% of respondents gave a rating of poor or very poor.

24 comments were left in response to this question. Most of the comments mentioned suggestions for a revitalised St Ninian's (e.g. create jobs, be used for children and families) and experience of living in Ferguslie Park. Some examples of what people said are below:

*"Must be something that creates job"*

*"This community needs something that will attract people but also bring jobs and money."*

*"Nothing to do for families, area is poorly kept up."*



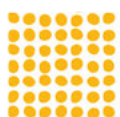
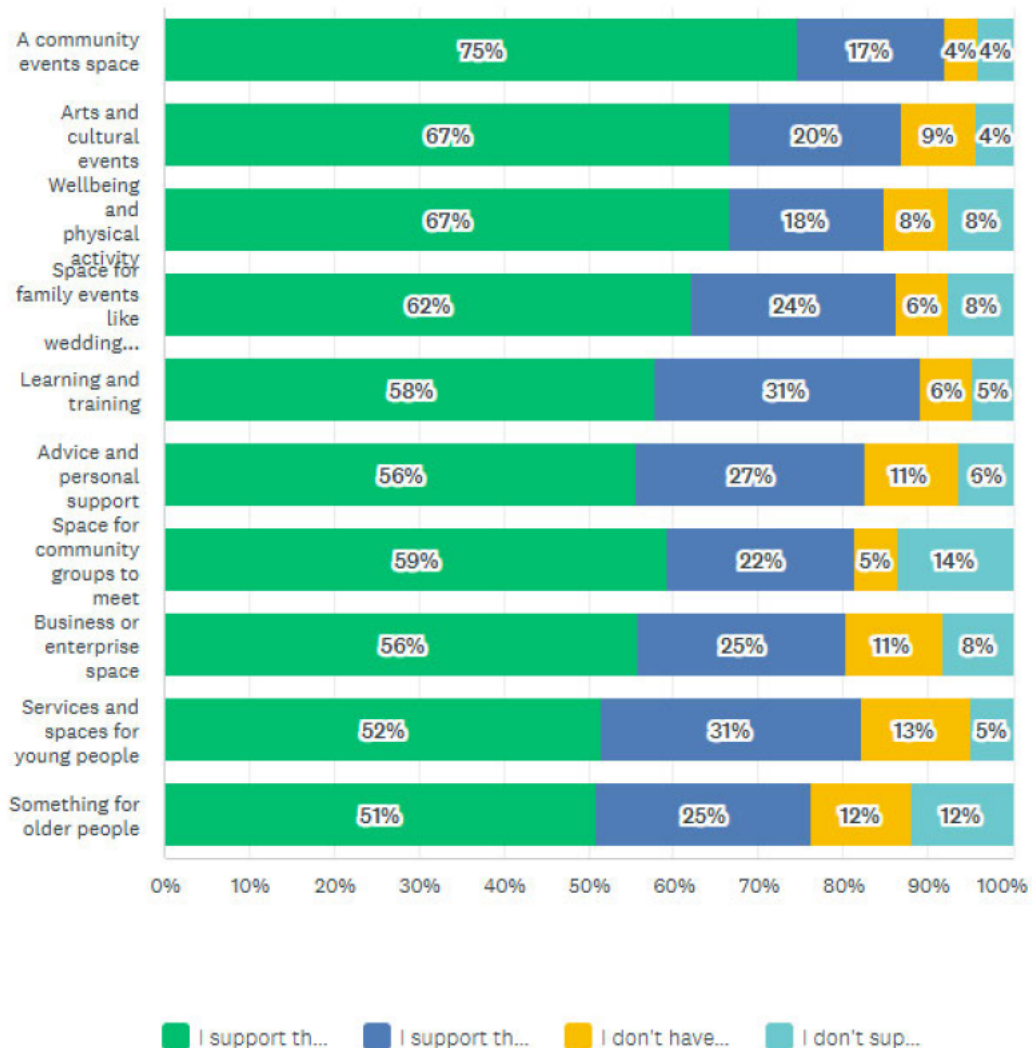
“Must be for children and young people – after school club, family support but also something fun.”

“A lot of good work going on in the community.”

“Great community where people look after each other, many great organisations. Not many facilities and it can be difficult to travel to on public transport.”

### The future of St Ninian’s Church Hall

Respondents were asked what type of functions or spaces they would like to see a revitalised St Ninian’s Church Hall provide. All suggestions were supported by the majority. The most popular function for the future hall was a community events space as 75% support the idea and would use the hall for this purpose and 17% support the idea but would not use the hall for this purpose. Only 4% do not support the idea. This was followed by arts and cultural events and wellbeing and physical activity, which both received support from 67% of respondents. Respondents could also suggest other activities and uses for the hall. 29 responses were recorded and below is a summary of the suggestions.

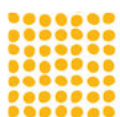
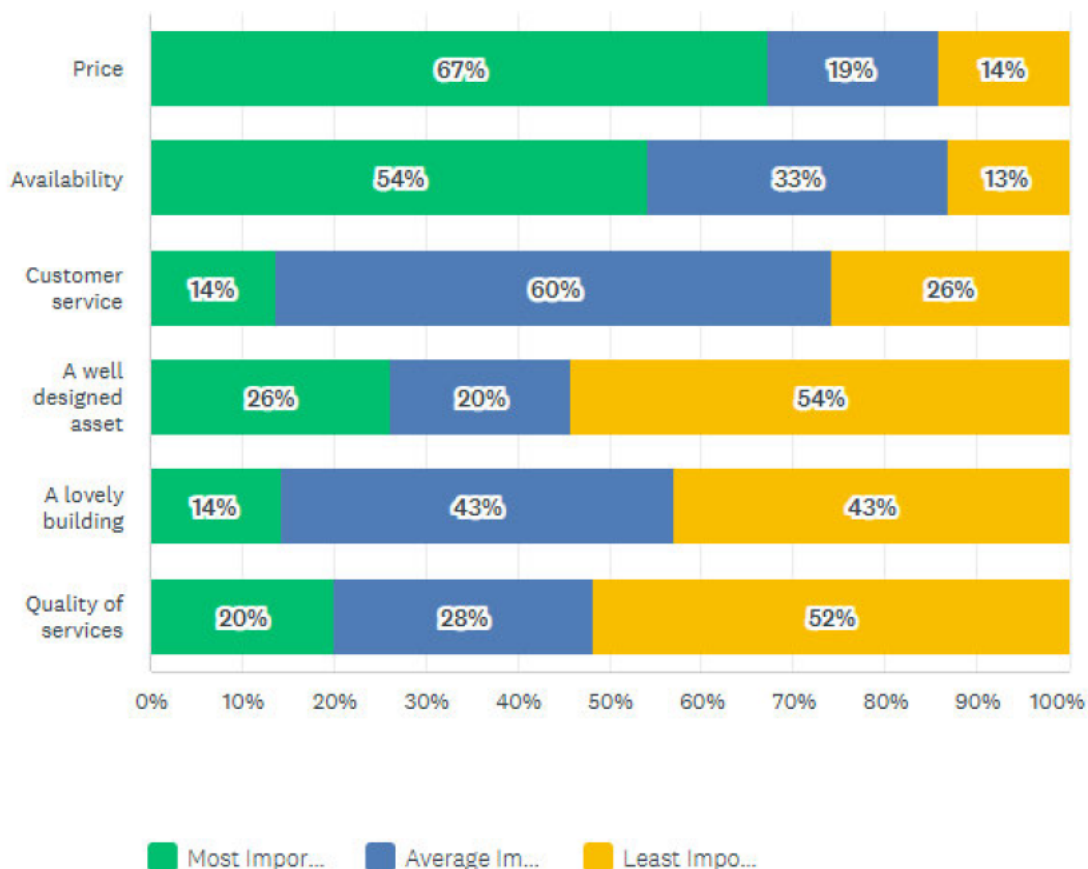


Other suggestions:

- Soft play (mentioned 6 times)
- Space for children and young people e.g. afterschool care, clubs, play (mentioned 5 times)
- Space for community events and classes (mentioned 5 times)
- Training space (mentioned 4 times)
- Space for businesses (mentioned 3 times)
- Venue for private events, e.g. weddings, parties (mentioned 3 times)
- Place of worship (mentioned 2 times)
- Venue for conference and meetings (mentioned once)

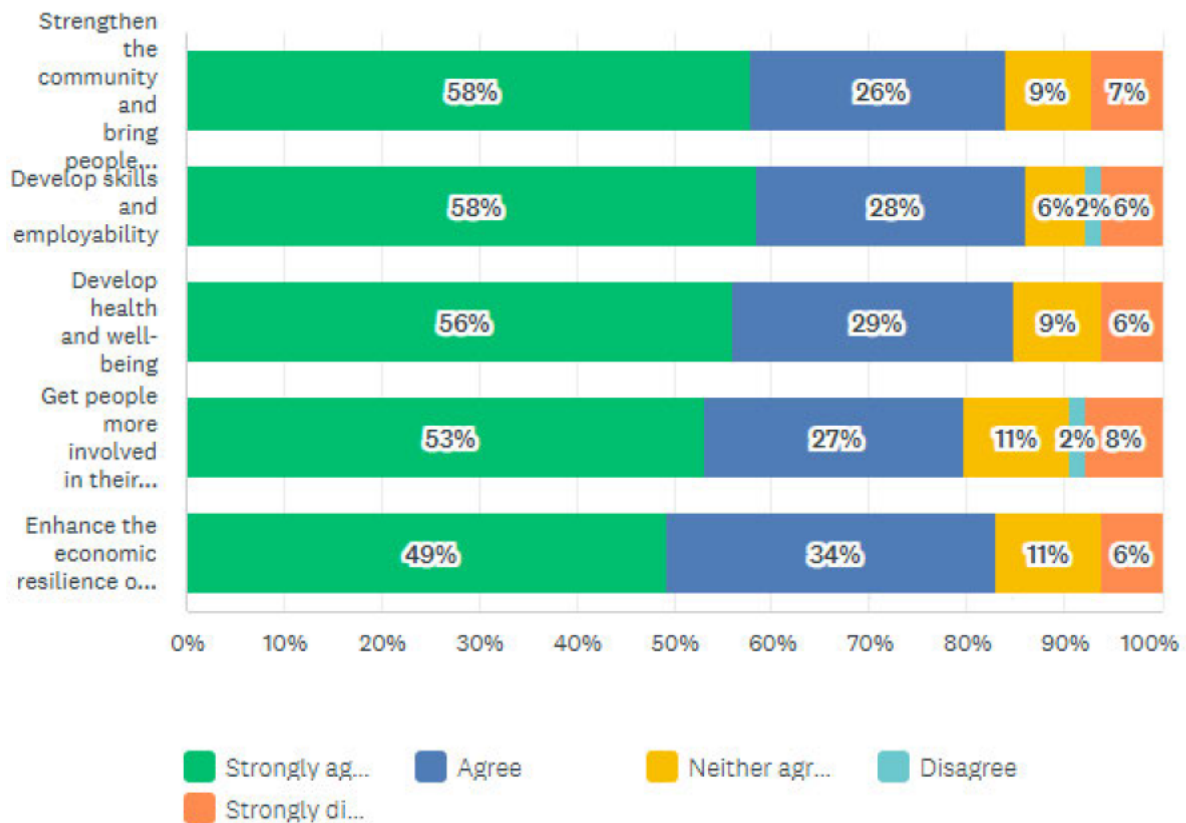
**Drivers for using St Ninian’s Church Hall**

Respondents were asked what the biggest driver would be to use a space in St Ninian’s Church Hall. The price for hiring space in the hall was the most important factor for 67% of respondents. This was followed by availability of space which 54% of respondents ranked as the most important. A well-designed asset was least important for 54% of respondents and the quality of services was least important for 52% of respondents.



### Views on potential outcomes of developing St Ninian’s Church Hall

Respondents were whether they agree or disagree that the development of St Ninian’s Church Hall into a community owned facility will would bring positive outcomes. The majority of respondents agreed with all of the potential outcomes. For example, collectively 86% either strongly agree or agree that a community owned St Ninian’s would develop skills and employability.



### Views on community ownership of St Ninian’s Church Hall

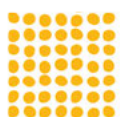
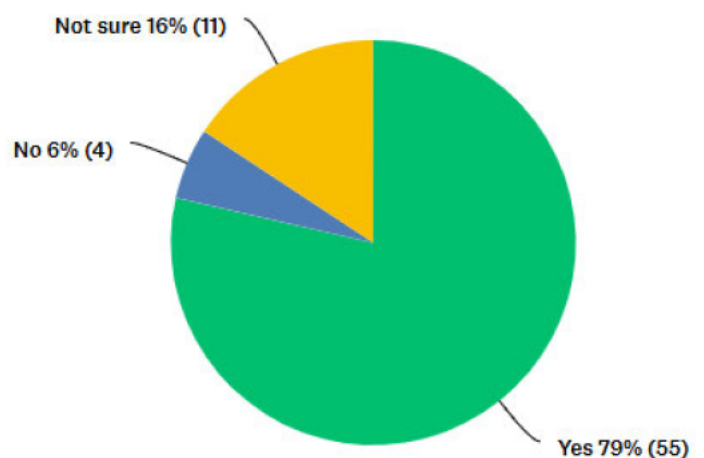
Respondents were asked if they support community ownership of the hall.

The majority, 79% do, 16% are unsure and only 6% do not support community ownership of St Ninian’s Church Hall.

Some of the reasons that people are unsure about or against community ownership are concerns about financial viability and a lack of support in Ferguslie Community Development Trust. Some comments are below:

*“Worried about who would fund this”*

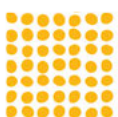
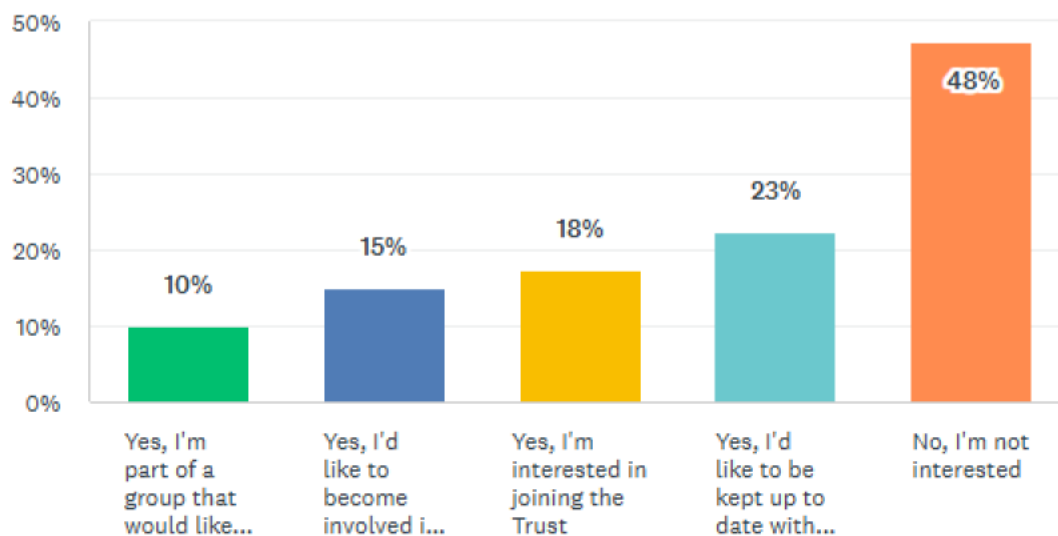
*“Worried about it being financially viable”*



*“I think the community should be encouraged to take over the running of the space but I do not believe the current members of the trust have the backing of the community, I believe it will create a divide in the community.”*

### **Future involvement in St Ninian’s Church Hall**

Respondents were asked if they would like to be involved in the project in some capacity. There is an appetite for the project as 23% want to be kept up to date with what is happening. There is also interest in joining Ferguslie Park Development Trust from 18% of respondents. 15% would like to become involved in some the projects and 10% are already part of a group that would like to discuss ideas further.



### Appendix 3: Skills Audit

A skills audit survey was circulated to trustees of Ferguslie Community Development Trust and a total of 7 responses were received.

Respondents were asked to rate their skills using a scale from 0-5, where 0 indicates no experience and 5 indicates high level skills/expertise.

It is important to note that responses were self-evaluations and are not objective.

The priorities for skills development are:

Specific areas with less experience in relation to **Finance** include:

- Fundraising through crowdfunding (6 people have no experience of this).
- Fundraising through charitable trusts and the statutory/public sector (4 people have no experience of this).

Specific areas with less experience in relation to the **Planning and management**:

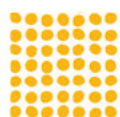
- Writing a business plan (4 people have no experience).
- Project and contract management (4 people have no experience).

Specific areas with less experience in relation to **Communications and marketing**:

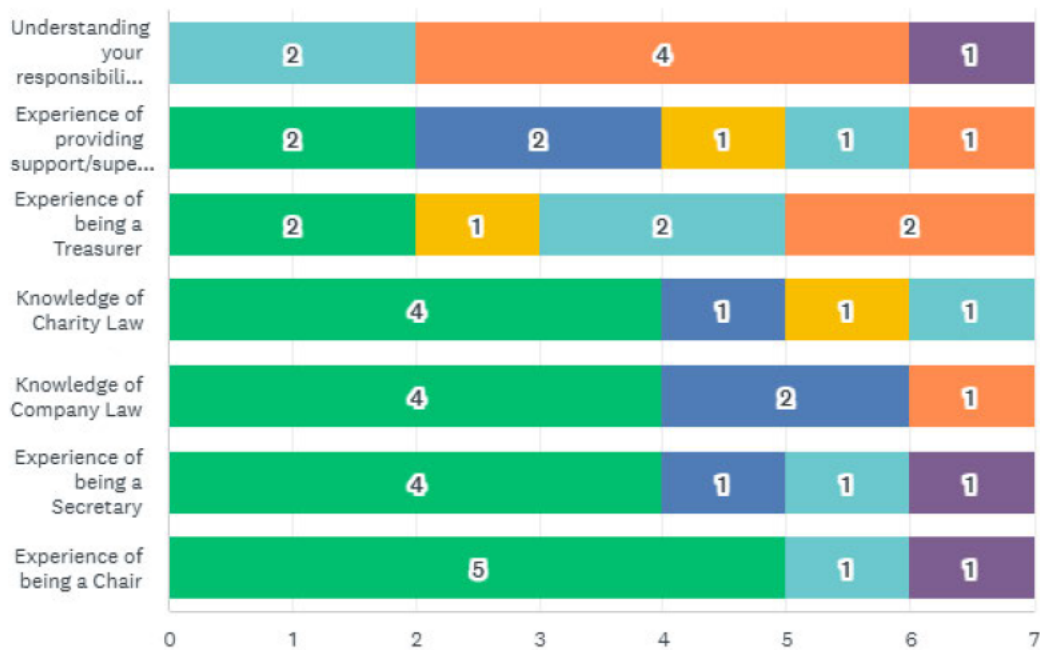
- Writing press releases and blogging (5 people have no experience, but 2 people have some).
- TV or radio experience (5 people have no experience but 1 person has a high level of experience).

Experience in relation to **Governance and Leadership** is good overall, especially as most trustees have a good understanding of their role. A bit of work could be done to increase understanding and experience of specific trustee roles like treasurer and company secretary.

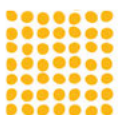
- 70% of the group have no experience of being a chair.
- 60% of the group have no experience being a secretary.



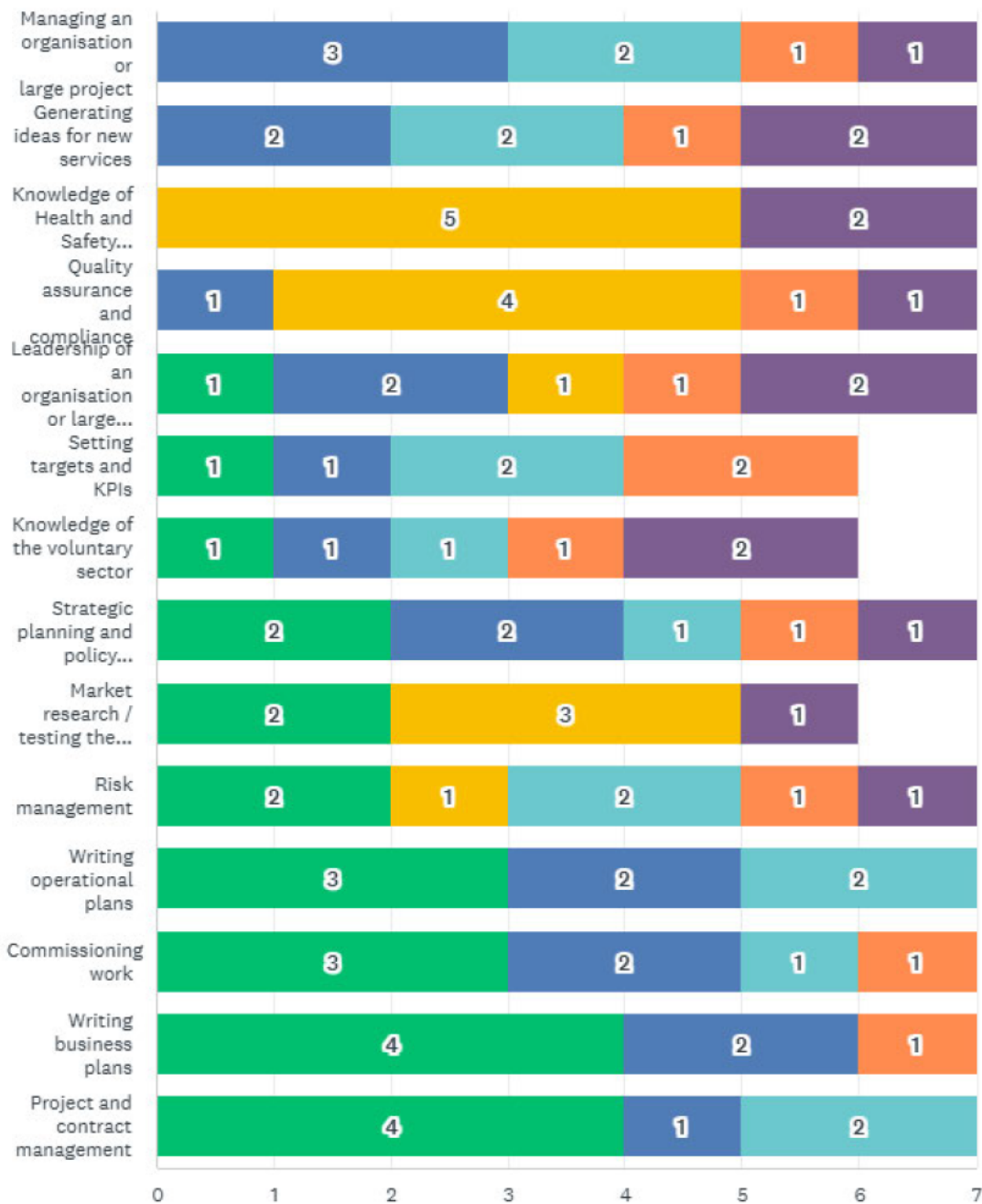
## Governance



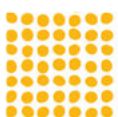
- A mixed level of experience across the group with at least 2 trustees having significant or some experience in each category.
- Collectively, the Trust have a good understanding of their responsibilities as a trustee. For example, 5 of the 7 trustees said they have significant knowledge of their responsibilities.
- Areas of less experience for the group relates to knowledge of charity or company law and experience of specific trustee roles like a secretary or chair. Over half of the group have no knowledge and experience in these areas.
- One comment was also received about an individual's experience of secretarial experience in the legal sector, but not in connection with the Trust.



## Planning and management

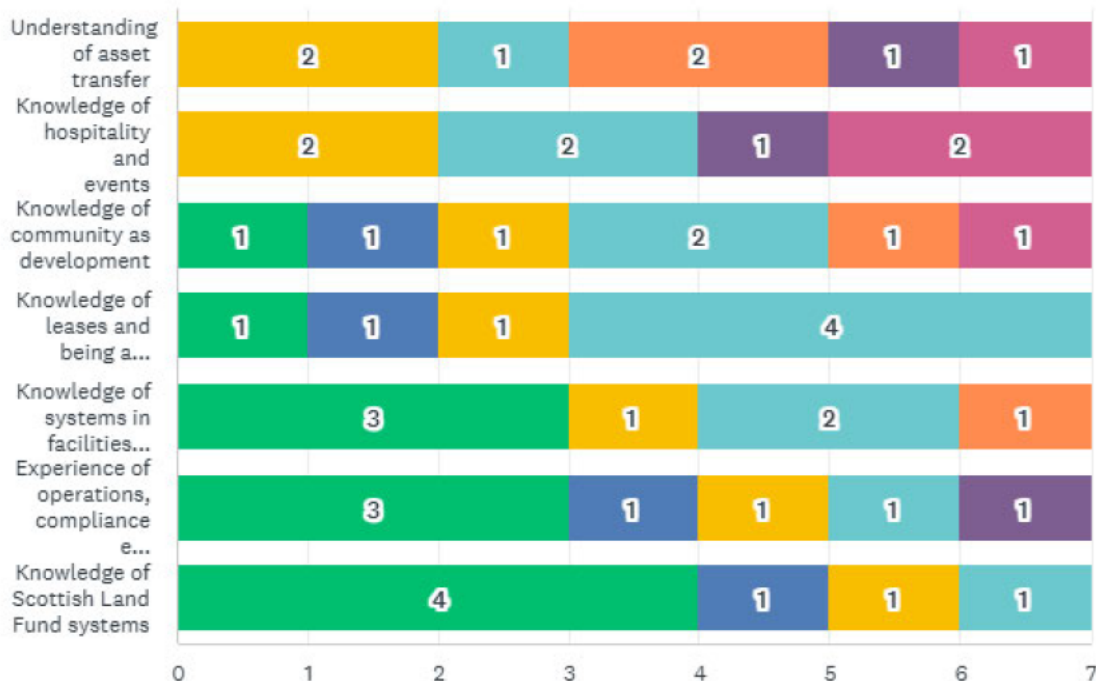


- This is a mixed area for the board as there are categories where more trustee show a high level of skills and experience in relation to planning and management and there are other categories where they have little or no experience.
- Areas like managing an organisation or large project and generating ideas for new services show more experience among the group as 3 trustees have a high-good level of skills and expertise in these areas.
- Trustees have less experience of writing business plans and project and contract management as 4 people said they have no experience and 2 people said they have limited experience.

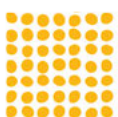


- Two comments were received, noting experience of managing staff and small projects involving groups of students.

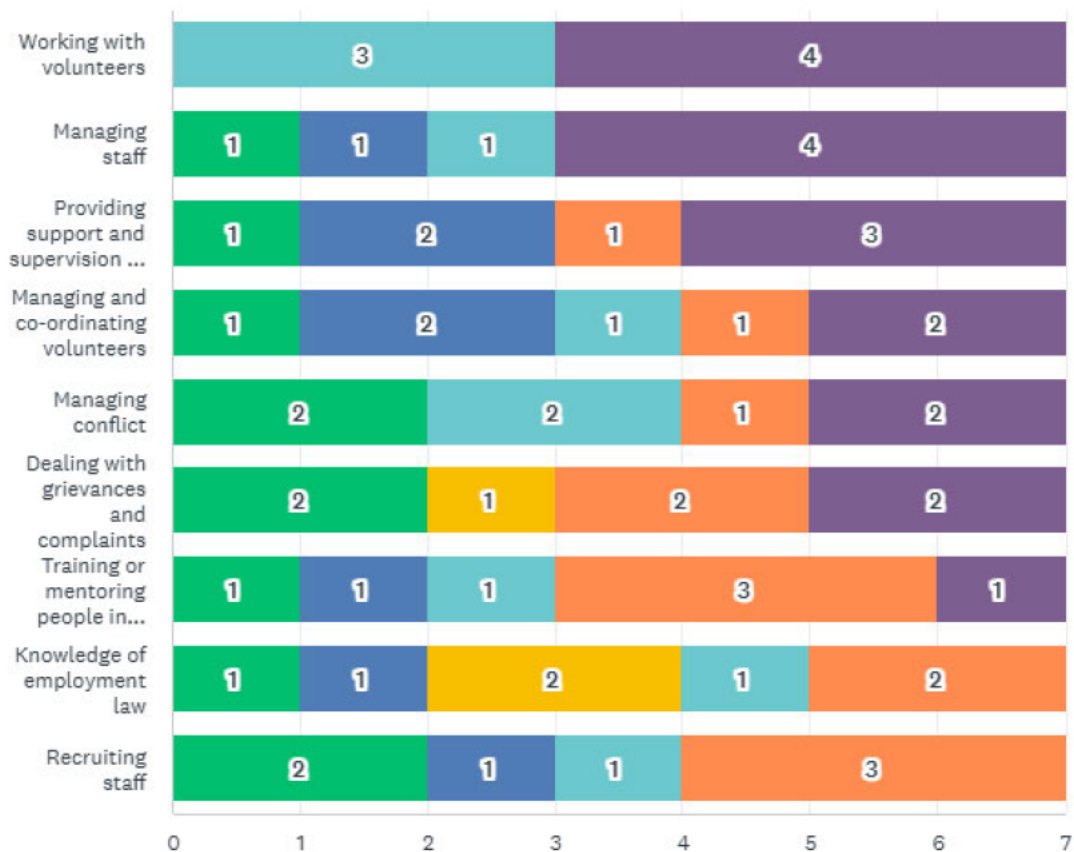
### Project specific skills



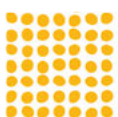
- This is a mixed area for the board as only a few trustees demonstrate a high level of project specific skills in some of the categories, and others show a lower level of skills relating to projects and initiatives.
- Understanding of asset transfer is a strong area as over half of the group have significant-good experience and knowledge of this.
- Knowledge of Scottish Land Fund systems is a weaker area for the group as over half of the group have no knowledge or experience and others have limited or some experience. This is an important area to upskill in as the Scottish Land Fund is a vital fund for capital projects.
- One comment was received noting experience and knowledge from attending various meetings, particularly a meeting with DTAS and COSS.



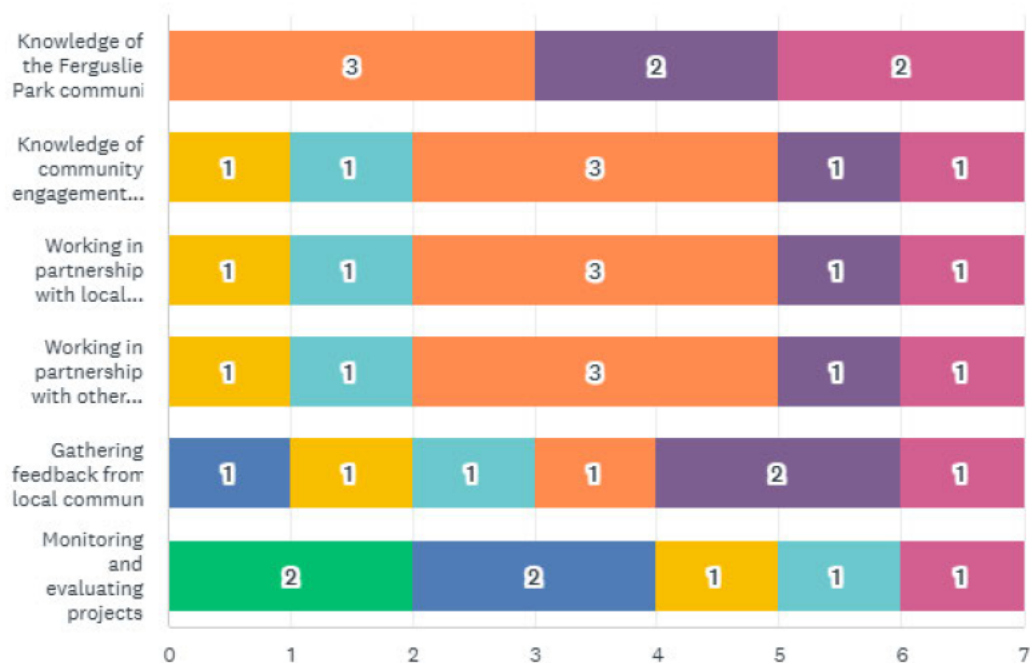
## Working with people



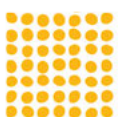
- Skills among the trustees in this area are strong as in every category there are at least three trustees with significant or some experience
- The stronger areas are managing staff and working with volunteers. For example, 4 of the 7 trustees have high level skills and experience in managing staff and working with volunteers.
- The weakest area is recruiting staff as 2 of the trustees have no experience of this. However, there are still three trustees with significant experience in this area.
- One comment was received noting experience of training staff members, both new and existing. Limited experience of dealing with complaints was mentioned as well as experience of conflict resolution and developing skills in mediation.



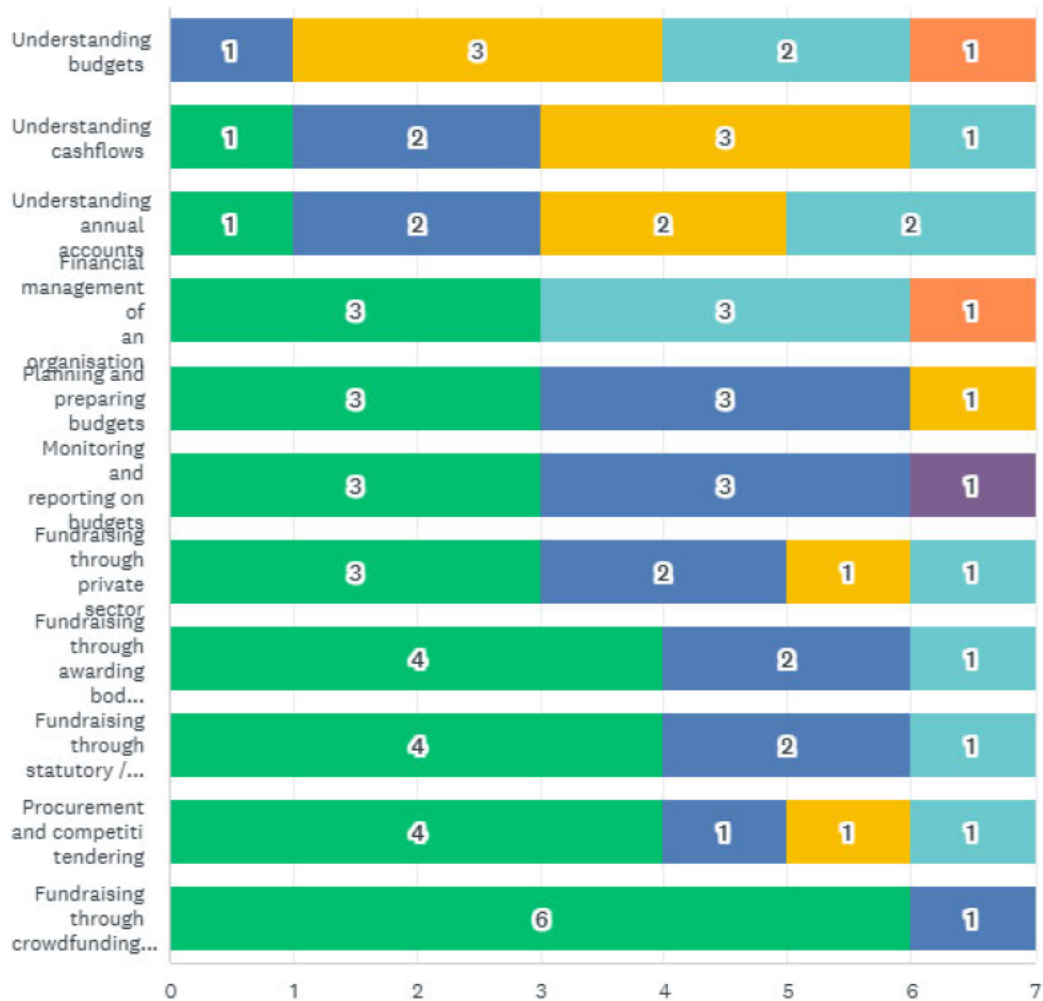
## Community engagement and development



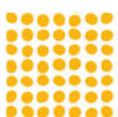
- In general, experience and knowledge of the local community is a strong area for the trustees as at least 2 trustees demonstrated a high level of skills and knowledge in each category.
- Knowledge of the Ferguslie Park community is an area of more experience in the group as 4 trustees have significant experience and 3 have some knowledge and experience.
- Areas with less experience and knowledge among the group are gathering feedback from the local community and monitoring and evaluating projects. For example, 2 trustees have no experience of monitoring and evaluating projects but 1 trustee has a high level of experience of this.
- One comment was received noting experience of community consultation via social media and quantifying information from membership forms.



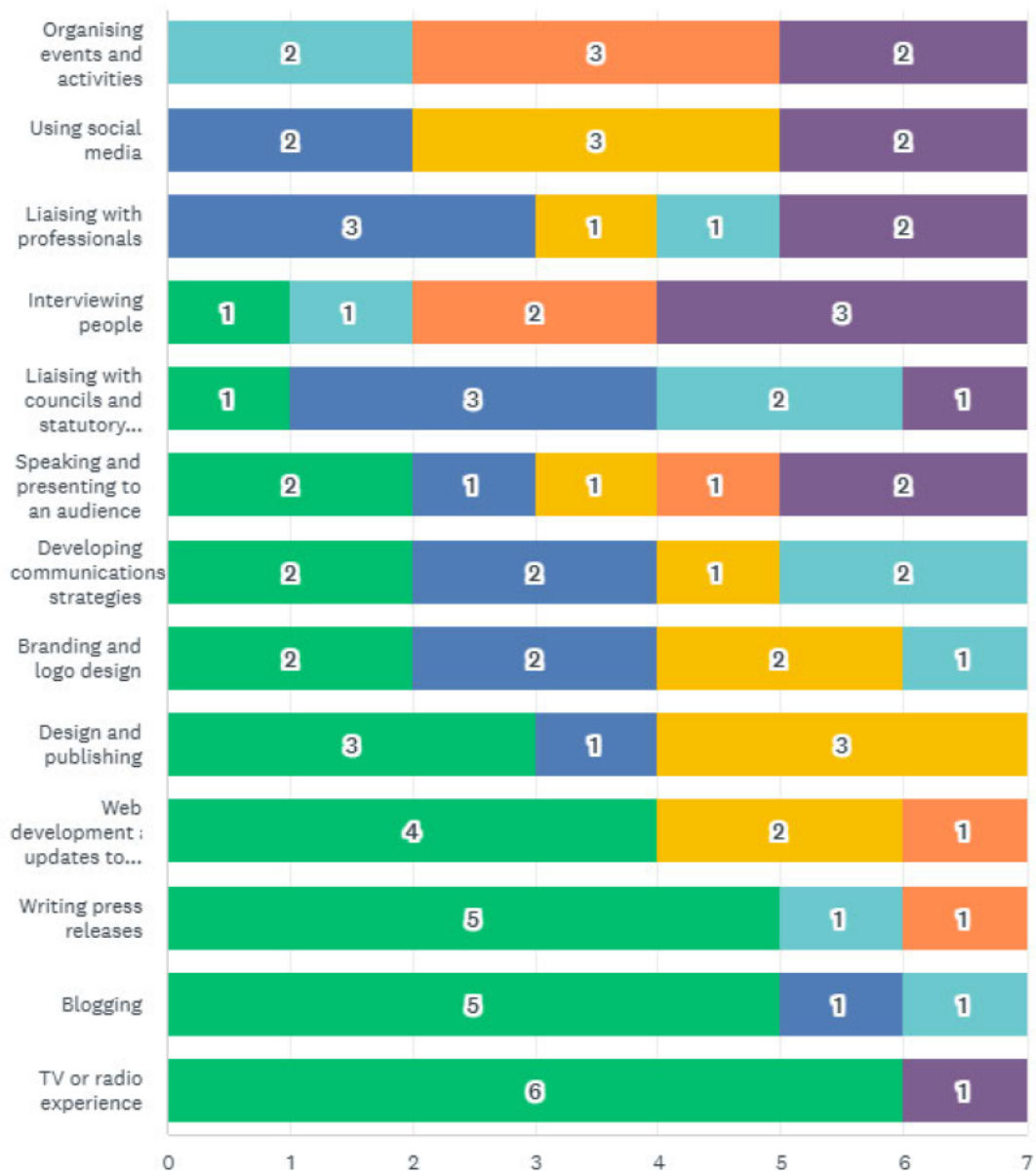
## Finance and fundraising



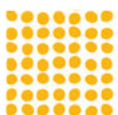
- This level of skills and experience in relation to finance is weaker across the trustees as more people have less or no experience across each category than those who do have experience or knowledge.
- The group demonstrate a stronger skillset in relation to understanding budgets as 3 people have good or some experience in this area.
- Fundraising (inclusive of crowdfunding, charitable trusts and statutory bodies) is a weaker area for the group as at least 60% have no experience of this. For example, only 1 person has limited experience of fundraising through crowdfunding while the rest of the group has no experience at all. Experience of fundraising is important for this project to help with financial viability and sustainability.
- 1 comment was received, mentioning limited experience and confidence in this area but will have the opportunity to develop skills through their Business and Financial Awareness course.



## Communications and marketing



- This category is mixed across the group, with some trustees demonstrating high levels of skills across most areas, and others with less or no experience.
- Organising events is a strong area for the group as the majority (70%) either have high or good level of experience.
- Weaker areas for the group are web development, writing press releases, blogging and TV or radio experience as more than 50% of the trustees have no experience or knowledge in these areas. It's important to note that these skills are specific in some cases like TV or radio experience – it's not expected that most trustees would have experience of this.
- One comment was received which mentioned having a degree in marketing. Although their skills have not been utilised for a couple years, some of their current



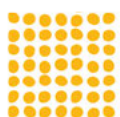
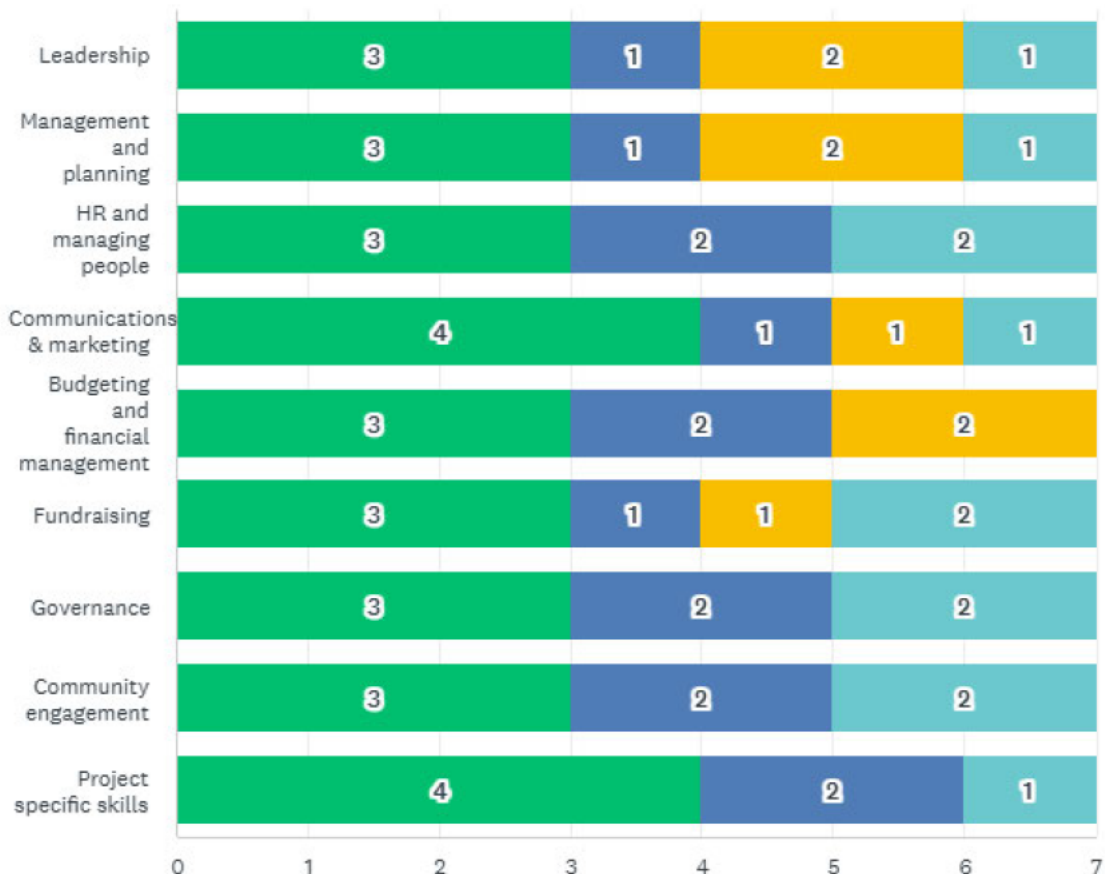
experience of communications and marketing includes liaising with councils, social work departments, solicitors and estate agents on a daily basis.

Other skills and experience:

3 responses were received and have been summarised below:

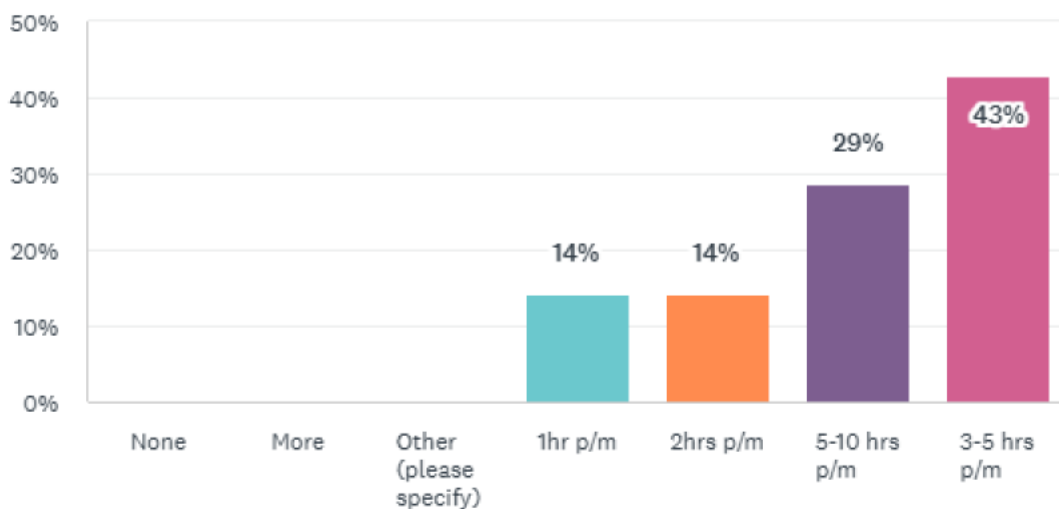
- Experience of preparing and analysing contractual agreements.
- Experience of working in health and social care and management of a day care facility for older people.
- Various experience in community development work. Examples include the Community Development Executive with the Scottish Office Ferguslie Park Partnership Initiative and being a local councillor for the old Renfrewshire District Council.

Interest in developing skills:

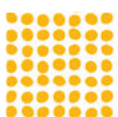


- There was a lot of interest in developing skills from the trustees, particularly in relation to communications and marketing and project specific skills as at least 5 trustees showed an interest in both areas.
- Other skills that most of the trustees would like to develop were related to budgeting and financial management, governance and community engagement.
- Developing skills and experience related to leadership and management and planning generated less interest among the group as 2 trustees said they have no interest and 1 trustee already has experience.
- Other areas for development mentioned were IT and website skills.
- Areas of interest for volunteering were older people and governance.

Trustees were asked to how many hours a month they could dedicate to developing any of the above skills.



- 43% of the board (3 trustees) are willing to spend 3-5 hours per month to develop any of the above skills.
- 29% of the board (2 trustees) are willing to spend 5-10 hours per month developing any of the above skills.
- 1 trustee said they can commit to 1 hour a month developing skills and 1 said they can commit 2 hour a month.



## Appendix 4: Fit With Strategy

### National

#### Scottish Government National Performance Framework

Scotland's National Performance Framework provides a vision for Scotland with broad measures of national wellbeing covering a range of economic, health, social and environmental indicators and targets. The Framework is intended to inform discussion, collaboration and planning of policy and services across Scotland, encompassing the public sector, businesses, civil society and communities. There are 11 national outcomes, of which the most relevant are:

- Economy: We have a globally competitive, entrepreneurial, inclusive and sustainable economy.
- Environment: We value, enjoy, protect and enhance our environment.
- Communities: We live in communities that are inclusive, empowered, resilient and safe. Investment is to be focussed on deprived communities and disadvantaged rural areas.

The vision for the St Ninian's Centre for learning, health, enterprise and community will feed into these outcomes.

#### Place Principle, 2019

Adopted by the Scottish Government in 2019, and intended to provide a collective focus to support inclusive economic growth and create places which are both successful and sustainable. It recognises that:

- Place is where people, location and resources combine to create a sense of identity and purpose, and is at the heart of addressing the needs and realising the full potential of communities.
- A more joined-up, collaborative, and participative approach to services, land and buildings enables better outcomes for everyone and increased opportunities for people and communities.

The site is currently vacant. Regenerating this key site in the centre of Ferguslie will be a significant catalyst for the regeneration of the whole community and will lift the spirits and aspirations of local people.

#### Community Empowerment (Scotland) Act 2015 / Land Reform Act (2016)

Helps to empower community bodies through the ownership or control of land and buildings and by strengthening their voices in decision making around public services.

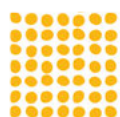
There is a policy move to shift control of assets from the public and private sector to the people. Here the asset will be transferred to the Trust by Renfrewshire Council.

#### Scotland's Social Enterprise Strategy, 2016-2026

The vision is that "Over the next decade social enterprise will be at the forefront of a new wave of ethical and socially responsible business in Scotland. It will become a far reaching and valued alternative and a key part of the Scottish way of doing business." A third action plan is under development.

The Trust's core purpose is to develop a trading entity that will be financially viable but will use that surplus to achieve social change in this community and for local residents.

The Trust is already an active member of the social enterprise network locally.



## A Wellbeing Economy

Wellbeing Economy Governments (WEGo) and First Minister speech at Panmure House 2019. This sets out that an economy should be driven by the wellbeing of people and communities rather than only GDP. This has developed with the establishment of the Wellbeing Economy Alliance (<https://weall.org/scotland>)

The proposal for this site will achieve both financial outcomes but also social and wellbeing ones through the community, learning and wellbeing activity.

## Community Wealth Building

CWB is a model whereby locally based anchor institutions (such as local authorities, NHS, etc.) focus spend locally to encourage the development of local economies and to limit procurement spend leaking out of the area.

The Scottish Government has bought into this concept and it is rolling out across local authorities. There are 5 key principles;

1. Plural ownership of the economy.
2. Making financial power work for local places.
3. Fair employment and just labour markets.
4. Progressive procurement of goods and services.
5. Socially productive use of land and property.

This is becoming a central policy reference point and the focus on using these five principles to build the local economy of this area will be a major focus, harnessing the buying power of a local authority as well as creating local community supply chains to boost the local economy.

## Climate Emergency and Net Zero

Recognition of the climate emergency and a need for “transformative change.” With an increasing focus on this as a cross cutting theme in Government is resulting in new policy areas and funding streams from Government and other bodies such as the Lottery distributors.

There are policies at national level, Renfrewshire Council level and for the third sector.

This is a fundamental reference point for this project where re-using an asset, while using the highest forms of energy efficiency and energy generation have been built into the designs.

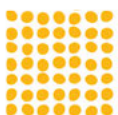
## Scotland's National Strategy for Economic Transformation

This maps out how Scotland will recover from covid in a way that is more than just getting into growth again.

“The ambition of this strategy is not just to grow our economy but, in doing so, to transform our country’s economic model so that we build an economy that celebrates success in terms of economic growth, environmental sustainability, quality of life and equality of opportunity and reward.”

Key objectives are to;

1. establish Scotland as a **world-class entrepreneurial nation** founded on a culture that encourages, promotes and celebrates entrepreneurial activity in every sector of our economy;



2. strengthen Scotland's position in new markets and industries, generating new, well-paid jobs from a **just transition to net zero**;
3. make Scotland's businesses, industries, regions, communities and public services more **productive and innovative**;
4. ensure that **people have the skills** they need at every stage of life to have rewarding careers and meet the demands of an ever-changing economy and society, and that employers invest in the skilled employees they need to grow their businesses;
5. reorient our economy towards **wellbeing and fair work**, to deliver higher rates of employment and wage growth, to significantly reduce structural poverty, particularly child poverty, and improve health, cultural and social outcomes for disadvantaged families and communities.

This policy sets out a commitment to a new economy that the renovation of such an important local site can contribute to.

### Programme for Government

John Swinney's recent programme for Government has four strategic priorities;

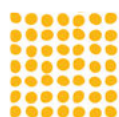
1. Eradicating child poverty
2. Growing the economy
3. Tackling the climate emergency
4. Ensuring high quality and sustainable public services.

We will ensure we work to those outcomes in our work.

### Local

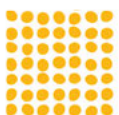
Here is a coherent list of local strategies that align with the Trust's proposal to develop St Ninian's Hall as a vibrant and inclusive community space:

1. **The Making of Ferguslie Park**
  - Vision: Focused on the future of Ferguslie Park.
  - Basis: Rooted in local priorities, ambitions, and aspirations gathered through community engagement events in 2020 and 2021.
2. **Renfrewshire Council Plan 2022-27**
  - Aim: To create a fairer Renfrewshire built on innovation, wellbeing, and opportunity.
  - Strategic Outcomes:
    - **Place:** Enhancing wellbeing across communities by providing access to nature, transport links, shops, places to eat, exercise, healthcare, cultural, play, and learning opportunities.
    - **Contribution:** St Ninian's Hall will offer a vibrant space for community-based activities and services in Ferguslie Park.
    - **Economy:** Building an inclusive, green, and resilient economy by supporting citizens, especially those far from the job market, into fair work.



- Contribution: Creation of full and part-time jobs, room hire for community groups, sole traders, and corporates, and supply chain opportunities for local businesses.
- **Fair:** Nurturing bright, happy, and healthy futures for all, ensuring safety, health, and wellbeing regardless of where one lives.
- Contribution: Providing a safe and inclusive space for health and wellbeing activities.
- **Green:** Leading Renfrewshire to Net Zero by ending its contribution to climate change within a generation.
- Contribution: Implementing carbon reduction measures as part of the RIBA Stage 2 Study to meet the Net Zero target by 2030.

This list highlights how the development of St Ninian's Hall aligns with and supports local strategies and goals.

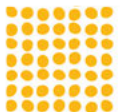


## Appendix 5: Cashflow Projections

Core Staffing costs					
Core Posts	Salary	NI	Pension	FTE	total
Development Manager	£30,000	£3,750	£1,500	1.0	£35,250
Cleaner/Caretaker / Accomodation welcome person	£25,000	£3,000	£1,250	0.5	£14,625
<b>Total</b>					<b>£49,875</b>

Financial Projections Year 1 to 5 - Detailed separately. See Excel Spreadsheet





## Appendix 6: Letters of Support



# Japan Karate Academy

SHITOKAI SCOTLAND

*World Shitoryu Karatedo Federation member*

Dear John,

31<sup>st</sup> January 2024

Thank you very kindly for inviting us to your meetings regarding the Ferguslie Church Hall and the prospect of an Anchor Tenancy for our Karate organisation. We very much appreciate your hospitality and welcoming manner.

I have completed the questionnaire you provided and just wanted to add some additional information, much of which we have already presented face to face, but just wanted this recorded as memory can fade through time.

On the questionnaire we have indicated we would be keen, as an Anchor Tenant, to request a Tuesday 4-8pm and Thursday 4-8pm giving us an initial let of 8 hours per week. This early entry slot would allow us to engage with the local primary school children, removing the need for them to go home and then having their parents struggle to prise them for their gaming consoles, which we hear can border on addiction in increasing numbers.

We are proposing a graduated annual fee:

£3K 2005 - £4K 2026 - £5K 2007 based on 8 hours per week with short summer and Christmas breaks.

These numbers may be below your expectations, but is an estimate based on starting from scratch. Starting any club from a standing start is always challenging and maintaining that club takes a lot of hard work. Many sports clubs never resumed after the Covid closures, fortunately we at Renfrew Leisure Centre had a very strong core and have bounced back very strongly.

Should we be accepted as Anchor Tenants I truly believe we can be an asset to the community by providing sporting pathways, widening opportunities and provide a disciplined approach to training and encourage a healthier lifestyle for many in the community. As leaders in our field we believe it is a great fit with the new and exciting image that is transforming Ferguslie.

### Dragons Den moment:

Our organisation is widely regarded as the most prestigious karate organisation in Scotland with me holding the post of president of Scottish Karate for 22 years and president of British Karate for 14 years, culminating in me representing British Karate as head of delegation at the 2016 Rio Olympics.

We have the top 2 national coaches in Scotland, one male, one female and a range of Scottish national squad members from Cadet-Junior-Under 21-Senior preparing for Commonwealth-European and World championships in 2024. We have the current Commonwealth Karate male and female champions giving us a great diversity balance on male-female gender achievement. We also work with a range of autistic children and adults who love our sport, and we make sure they know we care for them deeply.

The children examination days at Renfrew Leisure Centre of which there are 3 per year [on a Sunday] bring in a footfall of around 300 people, 100 children and 200 parents. We have parents meeting, committee briefings, 3-day Easter, Summer and Autumn kids' activity camps and sport development days. I am sure this footfall will surely make use of the café as will some of the parents who will grab a coffee whilst they wait for their kids while they train in the main hall on normal training days.

Kind Regards,

President:

General Secretary:

 shitokaiscotland@gmail.com



World Shitoryu Karate Federation HQ 3-8-11, Hamasaki, Asaka-shi, Saitama, 351-0033, Japan

[www.shitoryu.co.uk](http://www.shitoryu.co.uk)



ShitokaiScotlandKarate

14/02/2025

**To whom it may concern**

We write in support of Ferguslie Community Development Trust's Community Asset Transfer application of the St Ninian's church hall to develop into a community hub.

We highly support their vision to create a venue for cultural wellbeing. We have been part of their consultation, and we were impressed with their reimagined version of the renovated space which would have capacity to hold more numbers for events amongst other things.

In the last 20 years Ferguslie park has been much maligned in terms of community development and to see grass root community driven initiatives like this only boards well for the community.

Kind Regards



Pachedu charity  
Tannahill centre,  
76 Blackstoun Rd,  
Paisley PA3 1NT

Tel: 

Email:   
<https://twitter.com/Pachedu01>

<https://www.facebook.com/pachedu.org>

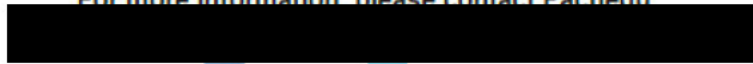
<http://pachedu.org>

Our Vision "Promoting, diversity, tolerance and dignity for all humanity."

Scottish Charity No: SC046488

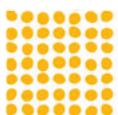
**The Tannahill centre 76 Blackstoun  
Road | Ferguslie, Paisley PA3 1NT**

For more information, please contact Pachedu



 /Pachedu.org  @Pachedu01

Scottish Charity No: SC046488





FRAMED  
ESTATES  
ARCHITECTS



ARCHITECTURAL FEASIBILITY STUDY  
ST NINIAN'S CHURCH HALL, FERGUSLIE, PAISLEY  
APRIL 2025



## CONTENTS

INTRODUCTION	PAGE 04
LOCATION & CONTEXT	PAGE 06
EXISTING FLOOR PLAN	PAGE 10
PUBLIC CONSULTATION	PAGE 12
PROPOSED RENOVATION	PAGE 14
RENDERED VISUALS	PAGE 18
NEXT STEPS	PAGE 20
APPENDIX	PAGE 22

# FEASIBILITY STUDY

# 1.0 INTRODUCTION



SITE PLAN HIGHLIGHTING ST NINIAN'S CHURCH AND HALL

This document has been produced by Framed Estates LTD for Ferguslie Community Development Trust.

Additional feasibility reports have been compiled by Survey Design Consult and Langmuir & Hay - both of which can be found in appendix.

Client **Ferguslie Community Development Trust**



Glencoats Drive  
Ferguslie Park  
Paisley  
PA3 1RP

Architect **Framed Estates**



Studio 5001  
Mile End Mill  
Abbey Mill Business Centre  
12 Seedhill Road  
Paisley  
PA1 1JS

Quantity Surveyor **Langmuir & Hay**



60 Kelvingrove Street  
Glasgow  
G3 7SA

M&E Engineer **Survey Design Consult**



Unit 3011  
Mile End Mill  
12 Seedhill Road  
Paisley  
PA1 1JS

Structural Engineer **Balfour Engineering Consultancy**



Unit 2005  
Mile End Mill  
12 Seedhill Road  
Paisley  
PA1 1JS

## 1.1 Ferguslie Community Development Trust

Framed Estates LTD have been appointed by Ferguslie Community Development Trust, as part of their transfer of assets plan for St Ninian's Church Hall, to develop plans for the conversion into a community run facility.

## 1.2 Initial Feasibility Study

Ryder Architecture Limited initially carried out a feasibility study for St Ninian's Church Hall in February 2024, to consider how the building could be reused as a community run facility. They created a document that assessed a range of three options to identify the best value approach, with varying degrees of intervention.

This initial study led the Client to determine a route to take, which led to Framed Estates LTD being appointed to create this more detailed architectural feasibility study - that includes detailed floor plans and sections, rendered visuals, and room data sheets, along with quantity surveyors and mechanical engineer's reports, that will assist the Client in costing of the project.

## 1.3 Architectural Feasibility Study

This document shares the details of the developed option for the Client.

# FEASIBILITY STUDY

## 2.0 LOCATION & CONTEXT



SURROUNDING CONTEXT

### 2.1 **Ferguslie**

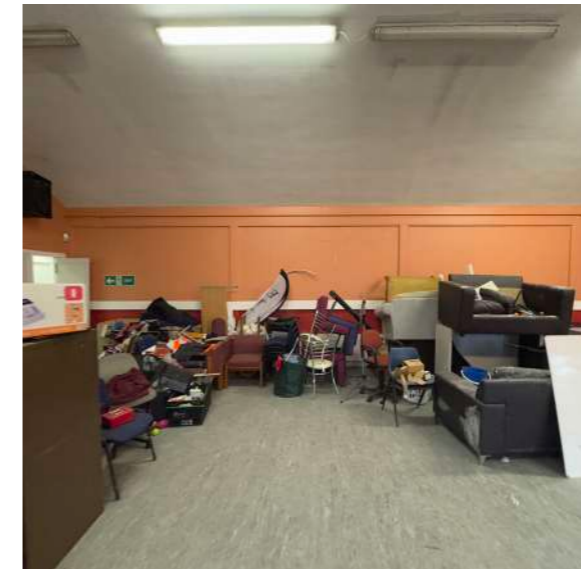
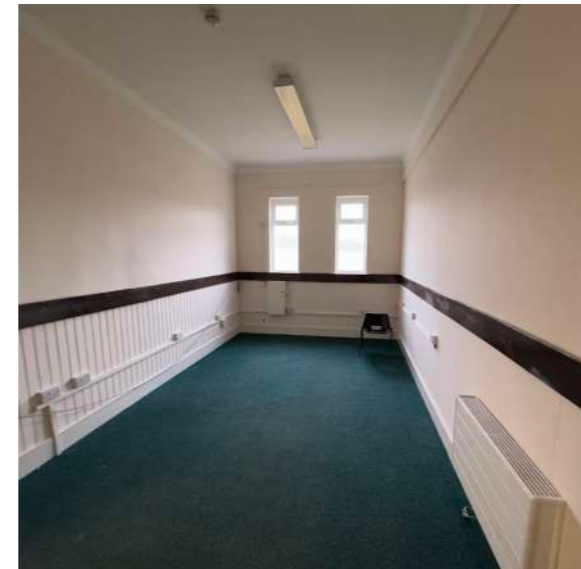
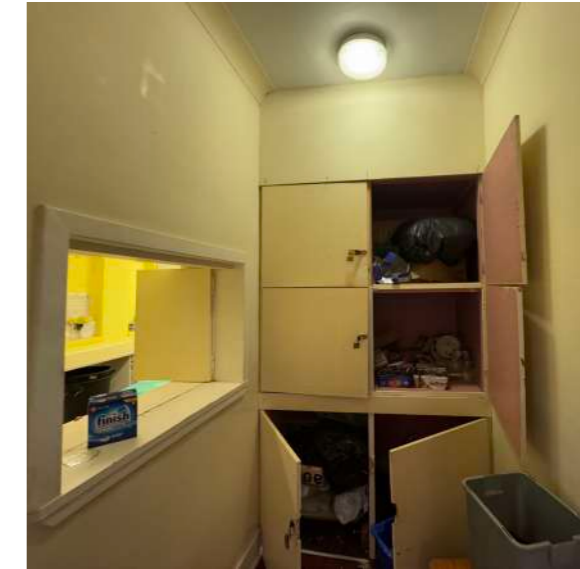
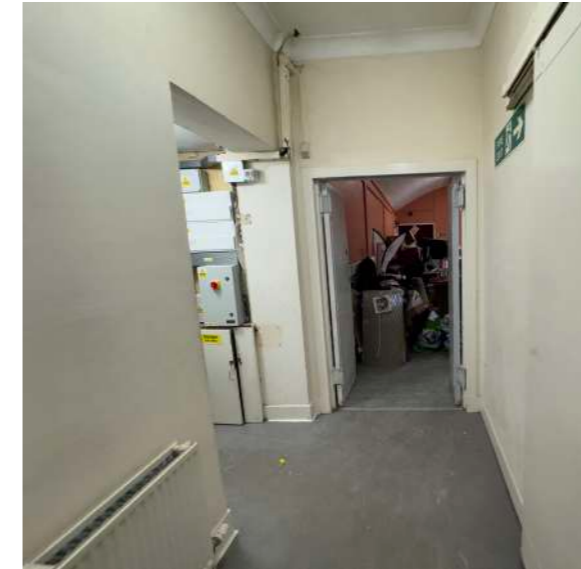
St Ninian's Church Hall is located in Ferguslie Park, Paisley. The building shares the site with the former St Ninian's Parish Church, which is currently used by a circus skills group.

The building is at the heart of community spaces in Ferguslie, most notably it is directly adjacent to the Tannahill Community Centre that houses a variety of community groups and enterprises. Other close by community spaces include Glencoats Primary School, Saint Fergus' Primary school, and the Ferguslie Sports Centre.

### 2.2 **History**

The Church Hall has been continuously operational since being built, until 2020 when the last service took place. Since then, the hall has laid empty with the building beginning to deteriorate due to lack of maintenance.

# FEASIBILITY STUDY



EXISTING INTERNAL PHOTOS

# FEASIBILITY STUDY



EXISTING FLOOR PLAN

## 3.0 EXISTING FLOOR PLAN

### 3.1 Initial Condition Assessment

Renfrewshire Council initially carried out a condition assessment to establish required repairs and upgrading that would need to be carried out to the Church Hall.

The following elements requiring repairs were noted;

- Roof
- Parapet walls
- External walls
- Windows and lintels
- Doors
- Upgrades to mechanical and electrical systems
- External landscaping

### 3.2 Ryder Assessment

Ryder Architecture carried out a site visit in December 2023, where they made further observations. These influenced the design options that were presented in the initial feasibility study and are as follows;

- The main entrance to the building is not immediately obvious and requires external upgrading and signage.
- The entrance foyer serves only the main hall and meeting room 01. Access to the rest of the facilities would disturb activities taking place in the two rooms.
- The main hall is in a good condition with a need of redecoration.
- The stage is currently only accessed via steps and does not meet current accessibility requirements.
- There is only one accessible toilet that meets current technical standard sizes, and it is located within the female toilet block. Redesign of the toilets is necessitated to ensure compliance with regulations.

- Double leaf doors sizes are not compliant with current day accessibility standards and also require upgrading.
- The current layout does not allow for flexibility of use to the spaces.

To conclude, the current condition of the building requires internal fabric upgrades prior to use as a community managed facility.

# FEASIBILITY STUDY



## Refurbishment of St Ninians Church Hall

Public Consultation 4<sup>th</sup> of February 2025



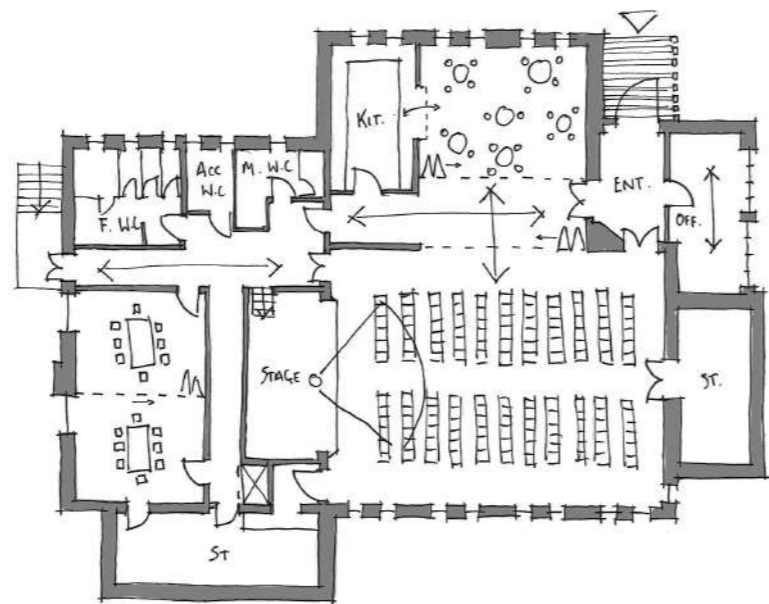
SLIDE FROM PUBLIC CONSULTATION



PARTICIPANTS USING VR TO SEE PROPOSED MODEL AT PUBLIC CONSULTATION



HEAD OF FERGUSLIE COMMUNITY TRUST JOHN MCINTYRE ATTENDING PUBLIC CONSULTATION



SKETCH LAYOUT OF PROPOSED FLOOR PLAN

# 4.0 PUBLIC CONSULTATION

## 4.1 Public Consultation

In February 2025, a public consultation meeting was held in the St Ninian's Church Hall. This initial consultation was to provide the community a chance to give feedback to the proposed use of the building.

This meeting was organised by Ferguslie Community Development Trust, where Framed Estates would be able to showcase plans for the redevelopment of the hall.

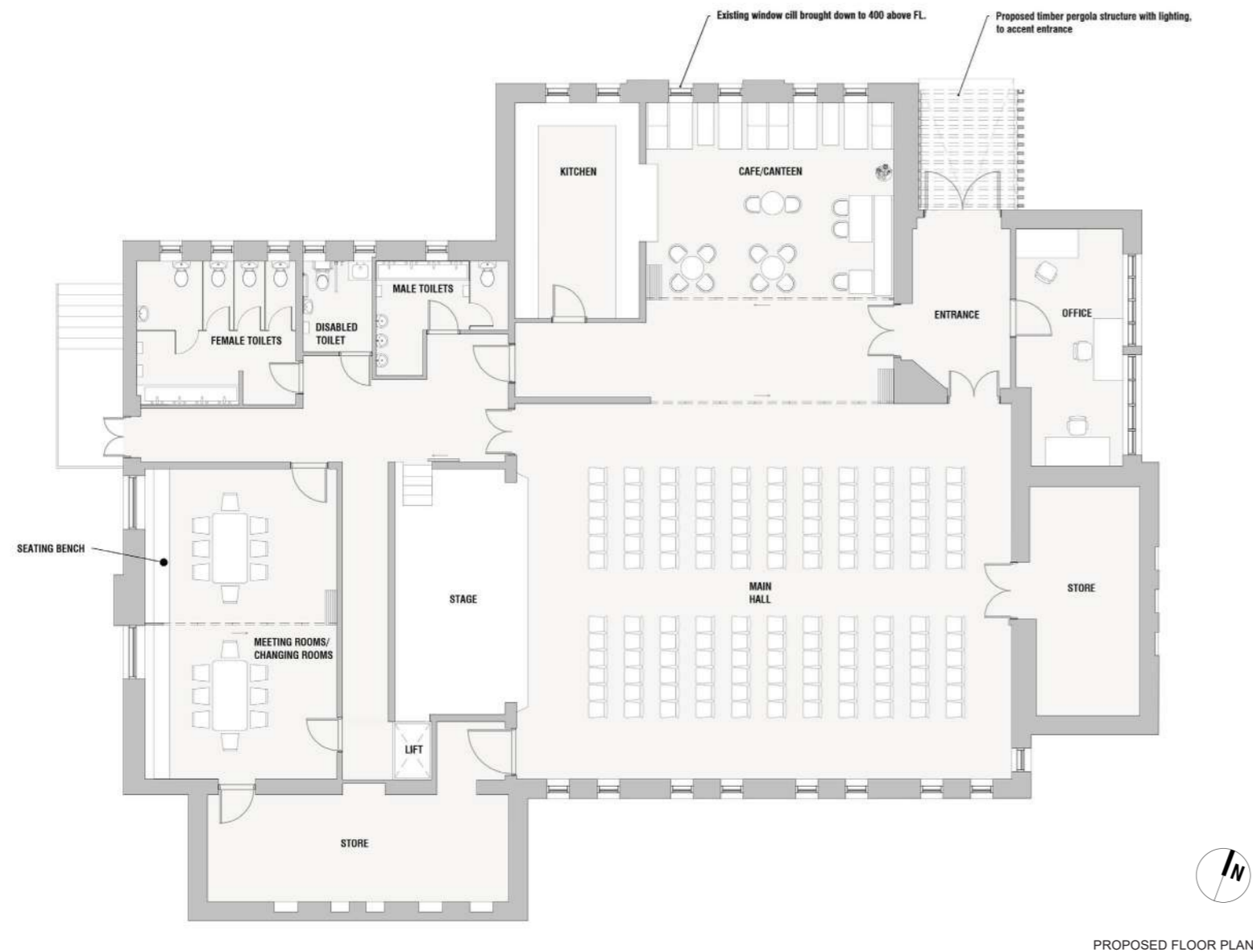
Generally, feedback was positive with local residents showing support for the redevelopment of the hall. Full details of responses from the public consultation can be found in the Asset Transfer Business Plan attached as an appendix.

- 80% of the current survey respondents are supportive of the community buy out of St Ninians Church. 3% don't, 16% not sure.
- Most people (87%) agree that bringing the building into community ownership will get people more involved locally and strengthen their community by bringing people together.
- Many survey respondents were positive and enthusiastic about the opportunities the building presents the community, so long as services and activities developed within the building complement and enhance existing facilities particularly the Tannahill Centre.
- Stakeholders were generally supportive of the community buy out of the building.
- The main concern associated with taking the building into community ownership is financial sustainability. The ongoing running and maintenance costs of such a large old building and the potential seasonal nature of the proposed income streams.
- In the Trust's snapshot online poll in 2024, 97% were supportive of the asset transfer.
- In the open event, though some were concerned about competition with the Tannahill Centre, most were supportive of the asset transfer and considered choice in two different spaces to be important

STATISTICS TAKEN FROM ASSET TRANSFER BUSINESS PLAN

# FEASIBILITY STUDY

# 5.0 PROPOSED RENOVATION



PROPOSED FLOOR PLAN

## 5.1 Floor Plan

Utilising Ryder's "Option B" plans, Framed Estates further developed the floor plans to make better use of the space. Most notable changes to the existing floor plan include;

- Feature entrance porch
- General minor reconfiguration
- Toilets reconfigured for better compliance with current regulations
- Window sills dropped in Cafe to allow for better connection to the outside
- Dual purpose use of meeting / changing rooms
- Office expanded to allow for 3 members of staff
- A corridor link between the back of the building to allow access to all facilities
- Inclusion of a kitchen and cafe
- Additional storage

This option presents a great level of flexibility to all spaces, whilst maintaining minimum alterations to the layout and existing services.

## 5.2 Mechanical & Electrical

As part of this feasibility study, Survey Design Consult were asked to prepare a feasibility report for the proposed works. They concluded that;

- A heat pump system should replace the existing gas boiler
- Improve the building insulation to reduce heat loss
- Installation of PV panel system on the roof
- Introduction of MVHR system

Please see appendix for full report.

## 5.3 Quantity Surveyor

As part of this feasibility study, Langmuir & Hay were asked to prepare a feasibility study for provisional costing for the project. Notable additional works included;

- Provision for new platform lift
- Supply and fit-out of new kitchen
- Provision for retractable multi purpose gym matt
- Timber front entrance canopy
- Provision for movable partitions
- Electrically operated roller shutter to front external door

Please see appendix for full report.

## 5.4 Structural Engineer

Balfour Engineering Consultants conducted a site visit and concluded that there would be minimal requirement for structural changes.

# FEASIBILITY STUDY



# FEASIBILITY STUDY



RENDERED VIEW OF THE FEATURE ENTRANCE



RENDERED VIEW OF THE MAIN HALL FROM THE CAFE



RENDERED VIEW OF THE CAFE



RENDERED VIEW OF THE MAIN HALL FROM THE CAFE



RENDERED VIEW OF THE FLEXIBLE MEETING ROOM WITH DIVIDER WALL

## 6.0 RENDERED VISUALS

### 6.1 Multifunctional Spaces

The floor plan has been developed to include many multifunctional spaces, which will allow for a variety of uses throughout. These uses include, but are not limited to;

- Cultural events and celebrations
- Community and family events
- Community meetings and training
- Space for physical activity
- Affordable soft play area for children

### 6.2 Use of Materials

Throughout the design of the spaces, careful consideration had been taken to ensure use of materials that would be flexible like the spaces themselves. Examples include; neutral paint colours that allow for a variety of uses, safety flooring that can withstand a variety of impacts from chairs to physical activities, and adjustable lighting that can provide a multitude of lighting options for each space.

The chosen materials lend themselves to a variety of uses from the cafe, to sports activities, community events, and even exhibition spaces.

Room data sheets can be found as an appendix.

## FEASIBILITY STUDY

## 7.0 NEXT STEPS

**7.1** Design Team

Following on from a positive feasibility report, it would be advised that a full design team is assembled to carry out works to successfully achieve planning and building warrant consents. The design team should consist of;

- An Architect - to develop the required drawings and information for both planning and building warrant packages
- Structural Engineer - to assess and develop any structural solutions to the existing structure
- A Mechanical & Electrical Engineer - to develop a services strategy
- A Quantity Surveyor - To cost the proposed project, and ensure the project is delivered within budget
- A Principal Designer - to plan and manage Health & Safety during the pre-construction phase

Approval of the following statutory consents and approvals that would be required for the project delivery:

- Planning authority should be approached to confirm what consents would be required – the proposals may constitute a change of use (in planning terms) and external alterations would require planning consent
- Building warrant approval
- Environmental health may require to assess kitchen areas being used for preparation of food and beverages to the public
- If alcohol is proposed for sale on the property, licensing would be required

## APPENDIX

---

ARCHITECTURAL FEASIBILITY PACKAGE

ROOM DATA SHEETS

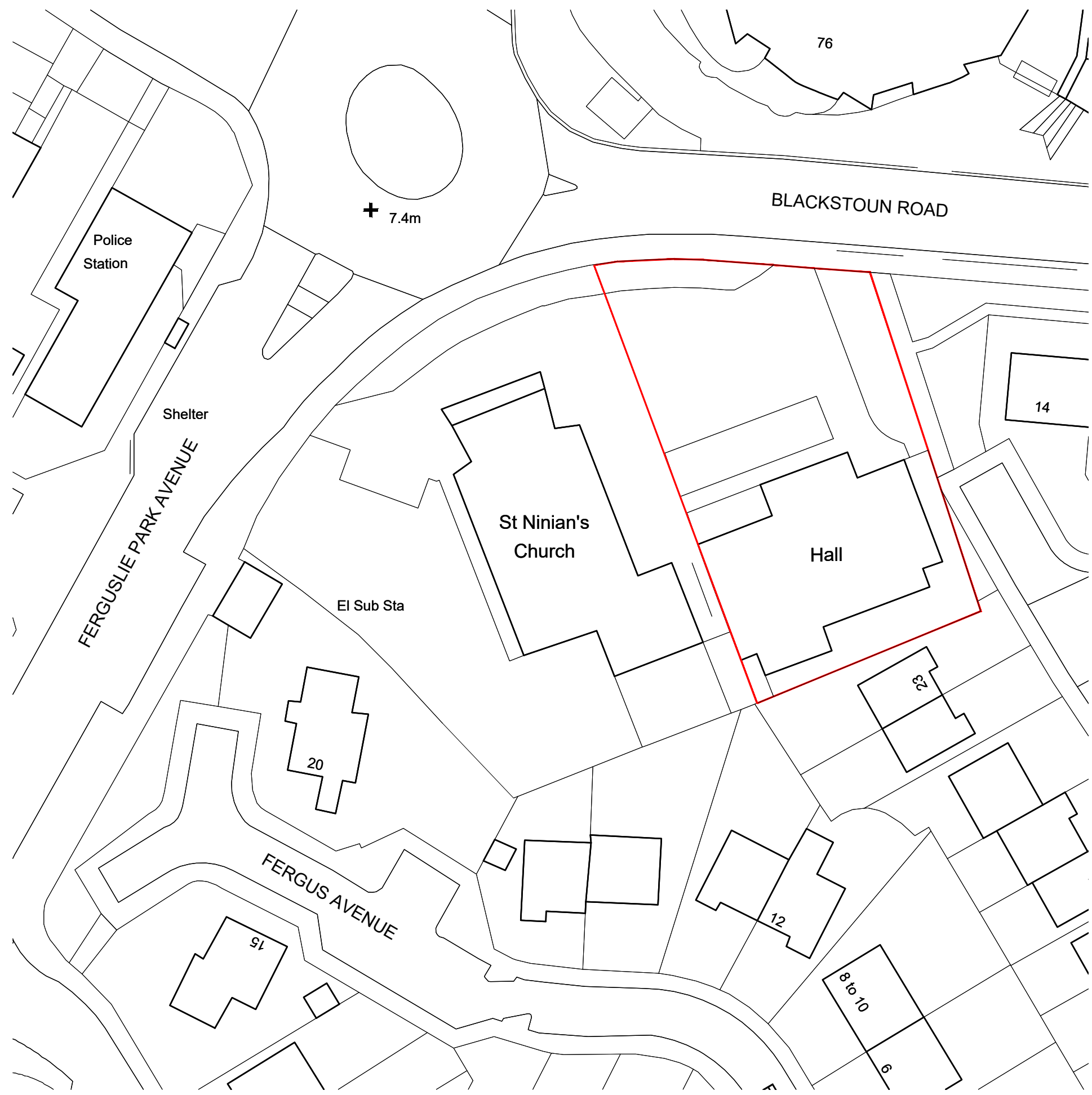
QUANTITY SURVEYOR REPORT

MECHANICAL & ELECTRICAL REPORT

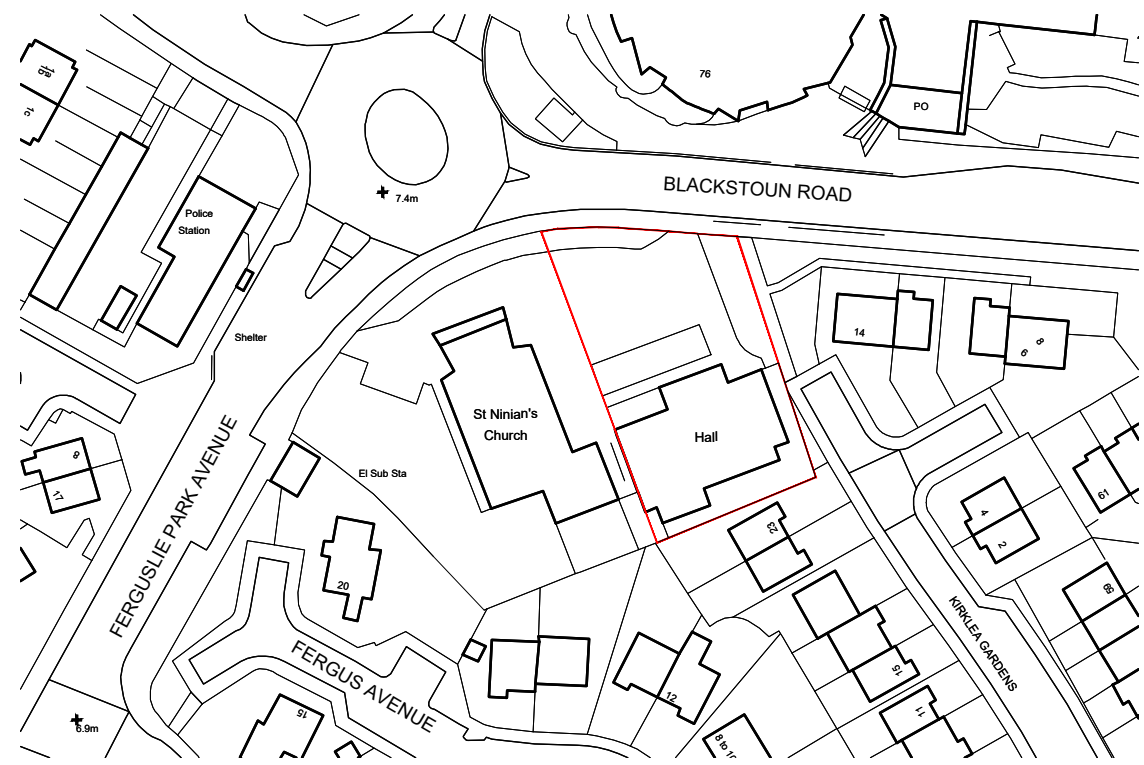
Annotated dimensions and/or levels to be used only. All dimensions and/or levels must be site checked by the contractor prior to commencing construction work. Any discrepancies must be reported to the Architect.

No assumptions to be made regarding this drawing.  
 © This drawing is the copyright of Framed Estates Ltd and must not be copied or reproduced without prior permission from same.

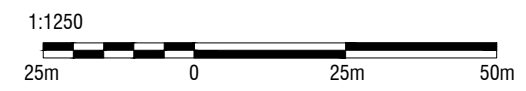
NB Recent revisions clouded in red on drawing		
Revision	Initials	Date
-	-	-
-	-	-



**EXISTING BLOCK PLAN**  
Scale 1:500



**EXISTING LOCATION PLAN**  
Scale 1:1250



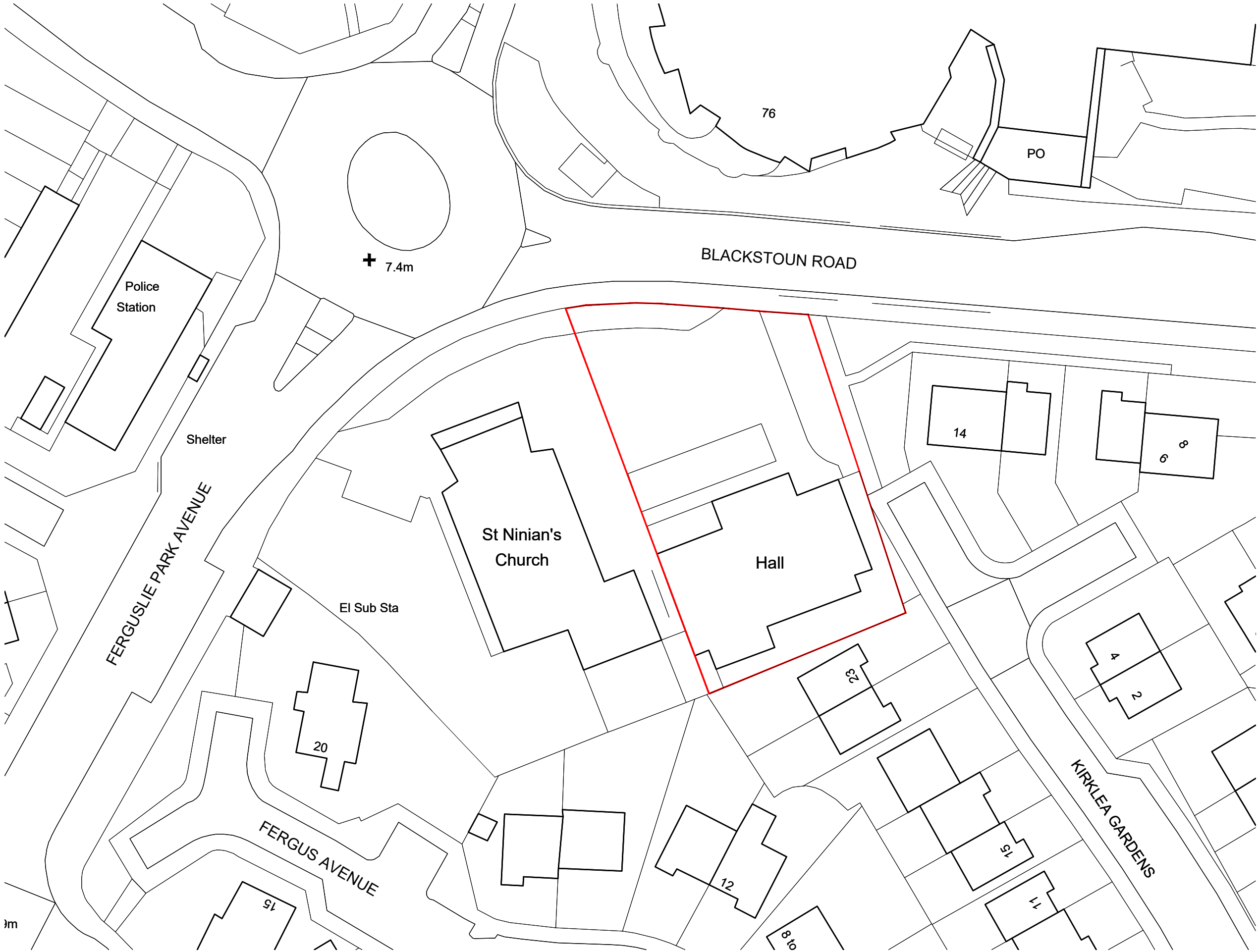
**LEGEND**

— APPLICATION BOUNDARY

**FRAMED ESTATES**

Project Title	
<b>PROPOSED REDEVELOPMENT OF ST NINIAN'S CHURCH HALL AT BLACKSTOUN ROAD, FERGUSLIE PA3 1NR</b>	

Drawing Title		<b>A3</b>
<b>EXISTING LOCATION &amp; BLOCK PLAN</b>		
Date		Feb-25
Stage		Scale
<b>FEASIBILITY</b>		1:500/1:1250
Drg No		Drawn
<b>775.AF.100</b>		KB
Rev		Checked
-		SG

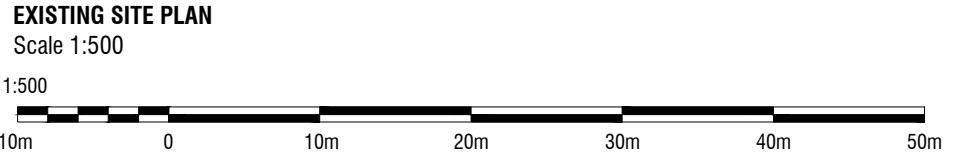


Annotated dimensions and/or levels to be used only. All dimensions and/or levels must be site checked by the contractor prior to commencing construction work. Any discrepancies must be reported to the Architect.

No assumptions to be made regarding this drawing.  
 © This drawing is the copyright of Framed Estates Ltd and must not be copied or reproduced without prior permission from same.

NB Recent revisions clouded in red on drawing

Revision	Initials	Date
-	-	-
-	-	-



**LEGEND**

— APPLICATION BOUNDARY

**FRAMED ESTATES**

Project Title

**PROPOSED REDEVELOPMENT OF ST NINIAN'S CHURCH HALL AT BLACKSTOUN ROAD, FERGUSLIE PA3 1NR**

Drawing Title		<b>A3</b>
<b>EXISTING SITE PLAN</b>		
Date		Feb-25
Stage		Scale
<b>FEASIBILITY</b>		1:500
Drg No		Drawn
775.AF.101		KB
Rev		Checked
-		SG

**FRAMED ESTATES**

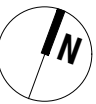
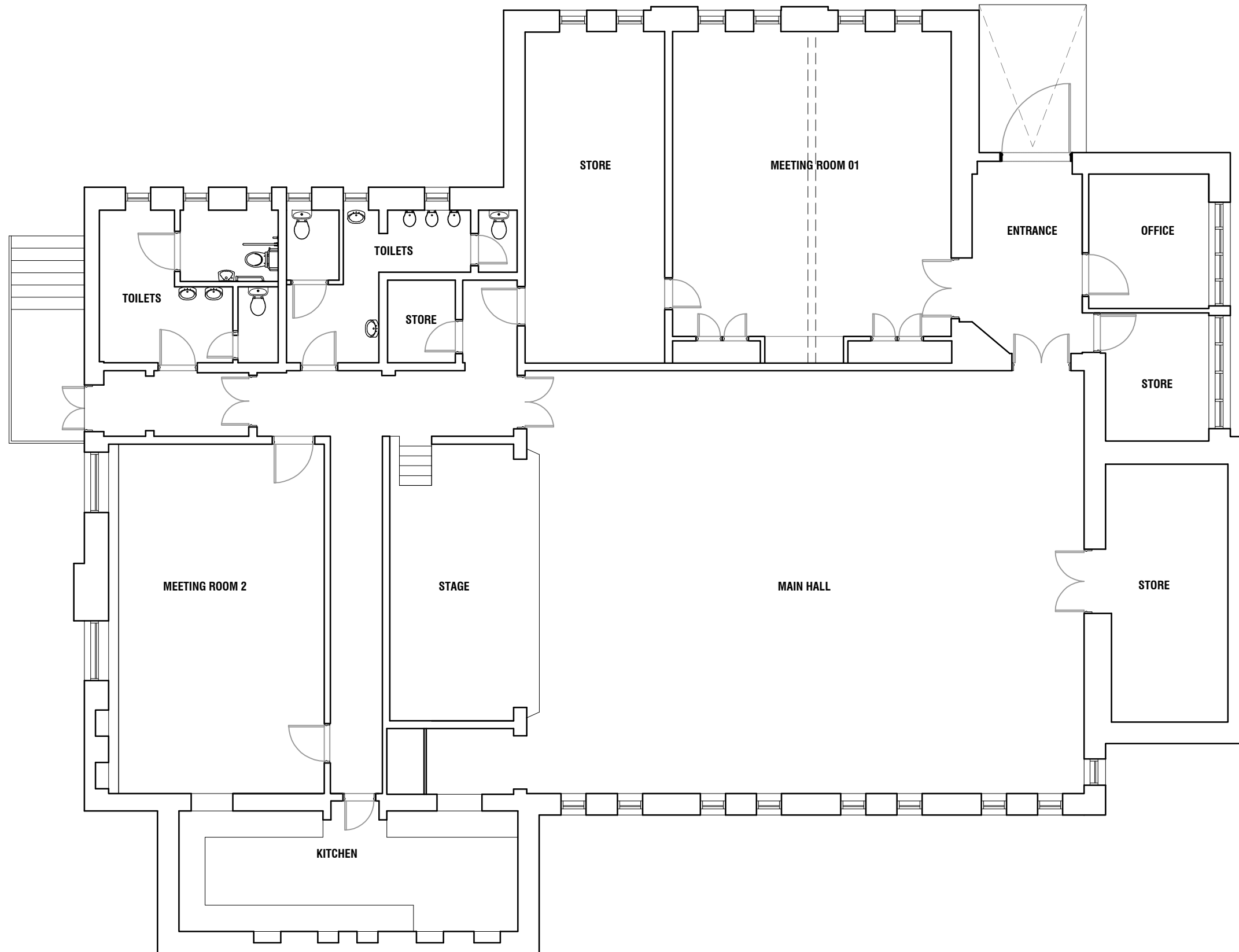
Studio 5001 Abbey Mill Business Center  
 12 Seedhill Road Paisley PA1 1JS  
 E.enquiries@framedestates.com  
 W.www.framedestates.com

Annotated dimensions and/or levels to be used only. All dimensions and/or levels must be site checked by the contractor prior to commencing construction work. Any discrepancies must be reported to the Architect.

No assumptions to be made regarding this drawing.  
 © This drawing is the copyright of Framed Estates Ltd and must not be copied or reproduced without prior permission from same.

NB Recent revisions clouded in red on drawing

Revision	Initials	Date
-	-	-
-	-	-

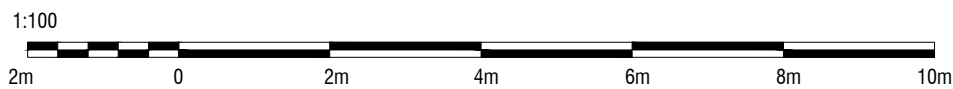


**F R A M E D E S T A T E S**

Project Title
<b>PROPOSED REDEVELOPMENT OF ST NINIAN'S CHURCH HALL AT BLACKSTOUN ROAD, FERGUSLIE PA3 1NR</b>

Drawing Title	<b>A3</b>
<b>EXISTING FLOOR PLAN</b>	
Date	Feb-25
Stage	Scale
<b>FEASIBILITY</b>	1:100
Drawn	KB
Drg No	Rev
<b>775.AF.102</b>	-
Checked	SG

**EXISTING FLOOR PLAN**  
Scale 1:100

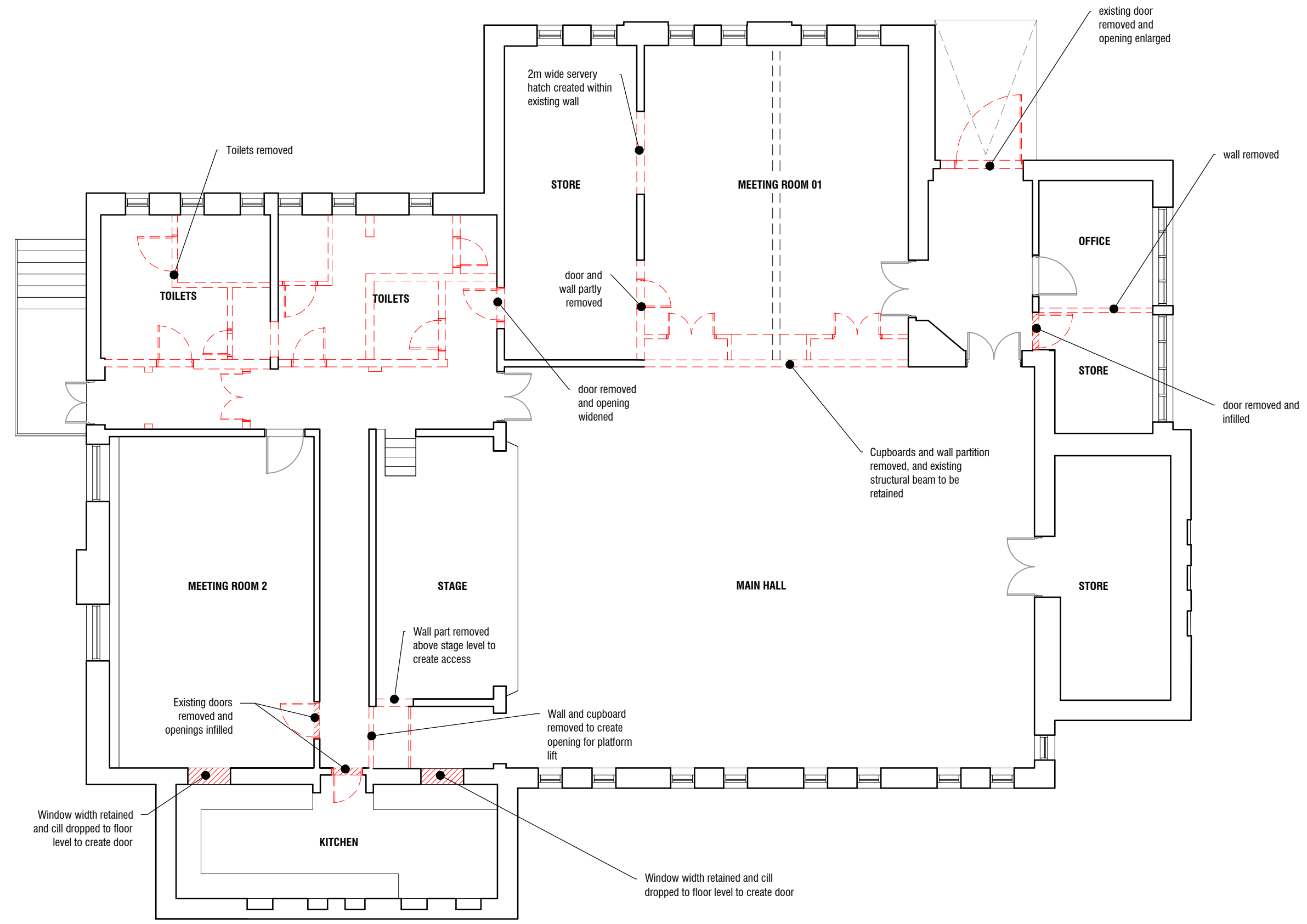


Annotated dimensions and/or levels to be used only. All dimensions and/or levels must be site checked by the contractor prior to commencing construction work. Any discrepancies must be reported to the Architect.

No assumptions to be made regarding this drawing.  
 © This drawing is the copyright of Framed Estates Ltd and must not be copied or reproduced without prior permission from same.

NB Recent revisions clouded in red on drawing

Revision	Initials	Date
-	-	-
-	-	-



**LEGEND**

--- PROPOSED DEMOLITIONS

**FRAMED ESTATES**

Project Title

**PROPOSED REDEVELOPMENT OF ST NINIAN'S CHURCH HALL AT BLACKSTOUN ROAD, FERGUSLIE PA3 1NR**

Drawing Title		<b>A3</b>
<b>PROPOSED DEMOLITION FLOOR PLAN</b>		
Date		Feb-25
Stage		Scale
<b>FEASIBILITY</b>		1:100
Drg No		Drawn
775.AF.110		KB
Rev		Checked
-		SG

**PROPOSED DEMOLITION FLOOR PLAN**  
 Scale 1:100

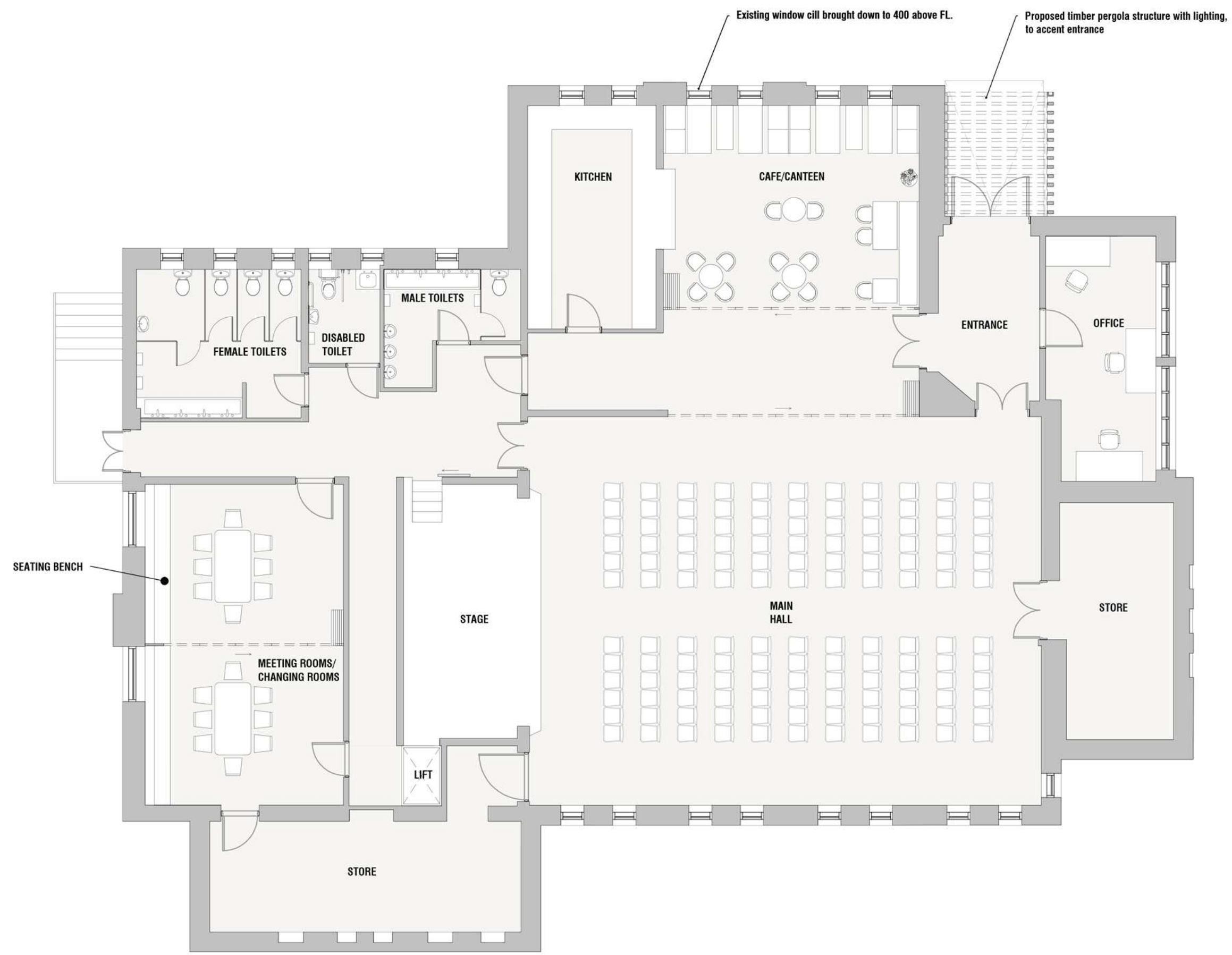


Annotated dimensions and/or levels to be used only. All dimensions and/or levels must be site checked by the contractor prior to commencing construction work. Any discrepancies must be reported to the Architect.

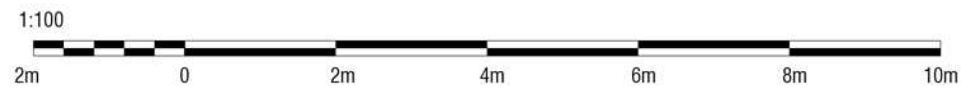
No assumptions to be made regarding this drawing.  
 © This drawing is the copyright of Framed Estates Ltd and must not be copied or reproduced without prior permission from same.

NB Recent revisions clouded in red on drawing

Revision	Initials	Date
A	KB	25-02-25



**PROPOSED FLOOR PLAN**  
 Scale 1:100



**FRAMED ESTATES**

Project Title  
**PROPOSED REDEVELOPMENT OF ST NINIAN'S CHURCH HALL AT BLACKSTOUN ROAD, FERGUSLIE PA3 1NR**

Drawing Title		<b>A3</b>
<b>PROPOSED FLOOR PLAN</b>		
Date		Feb-25
Stage		Scale
<b>FEASIBILITY</b>		1:100
Drg No		Drawn
775.AF.111		KB
Rev	A	Checked
		SG

Annotated dimensions and/or levels to be used only. All dimensions and/or levels must be site checked by the contractor prior to commencing construction work. Any discrepancies must be reported to the Architect.

















No assumptions to be made regarding this drawing.  
 © This drawing is the copyright of Framed Estates Ltd and must not be copied or reproduced without prior permission from same.

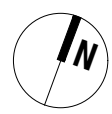
NB Recent revisions clouded in red on drawing

Revision	Initials	Date
A	KB	25-02-25

NOTE :  
 All Existing and retained lighting in Black  
 All Proposed lighting in Red

**LIGHTING LEGEND**

-  Light switch
-  2 way light switch
-  Pendant light fitting
-  Downlighter
-  Ceiling mounted track light with downlights
-  Surface mounted LED Strip lights
-  Suspended Linear LED ceiling lights
-  Double electric socket (low)
-  Double electric socket (high)
-  Spur point with switched socket & pilot light
-  Cooker control unit
-  Wall light fitting
-  Spur
-  Existing Ceiling mounted Light
-  Existing Fluorescent Light
-  Fire Escape Lighting



**FRAMED ESTATES**

Project Title	
<b>PROPOSED REDEVELOPMENT OF ST NINIAN'S CHURCH HALL AT BLACKSTOUN ROAD, FERGUSLIE PA3 1NR</b>	

Drawing Title		<b>A3</b>
<b>PROPOSED LIGHTING PLAN</b>		
Date		Feb-25
Stage		Scale
<b>FEASIBILITY</b>		1:100
Drg No	Rev	Drawn
<b>775.AF.112</b>	<b>A</b>	KB
		Checked
		SG

**PROPOSED LIGHTING PLAN**  
 Scale 1:100





775 AF 400 - St Ninians Church Hall Redevelopment - Interior Artists Impression - Main Hall - View of the stage





775 AF 401 - St Ninians Church Hall Redevelopment - Interior Artists Impression - Main Hall - View from the Cafe



775 AF 402 Rev A- St Ninians Church Hall Redevelopment - Interior Artists Impression - Main Hall - View of the Cafe





775 AF 403 Rev A - St Ninians Church Hall Redevelopment - Interior Artists Impression - View of the Cafe 2





775 AF 404 Rev A - St Ninians Church Hall Redevelopment - Interior Artists Impression - View of the Meeting Room / Changing Room

**F R A M E D E S T A T E S** ARCHITECTURAL AND PROPERTY DEVELOPMENTS





Storage

Main Hall and Stage

Meeting Room

775 AF 405 - St Ninians Church Hall Redevelopment - Interior Artists Impression - Sectional Perspective through Main Hall and Meeting Room

F R A M E D E S T A T E S ARCHITECTURAL AND PROPERTY DEVELOPMENTS





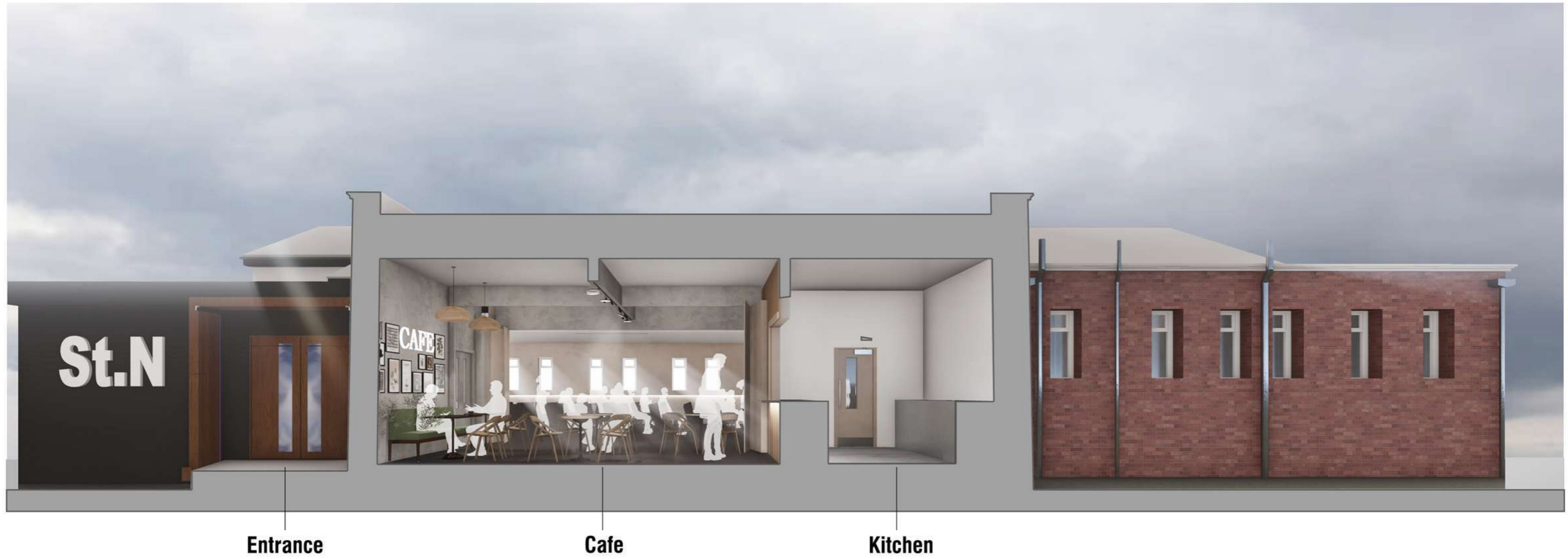
Meeting Room

Main Hall

775 AF 406 -Rev A - St Ninians Church Hall Redevelopment - Interior Artists Impression - Sectional Perspective through Main Hall and Meeting Room

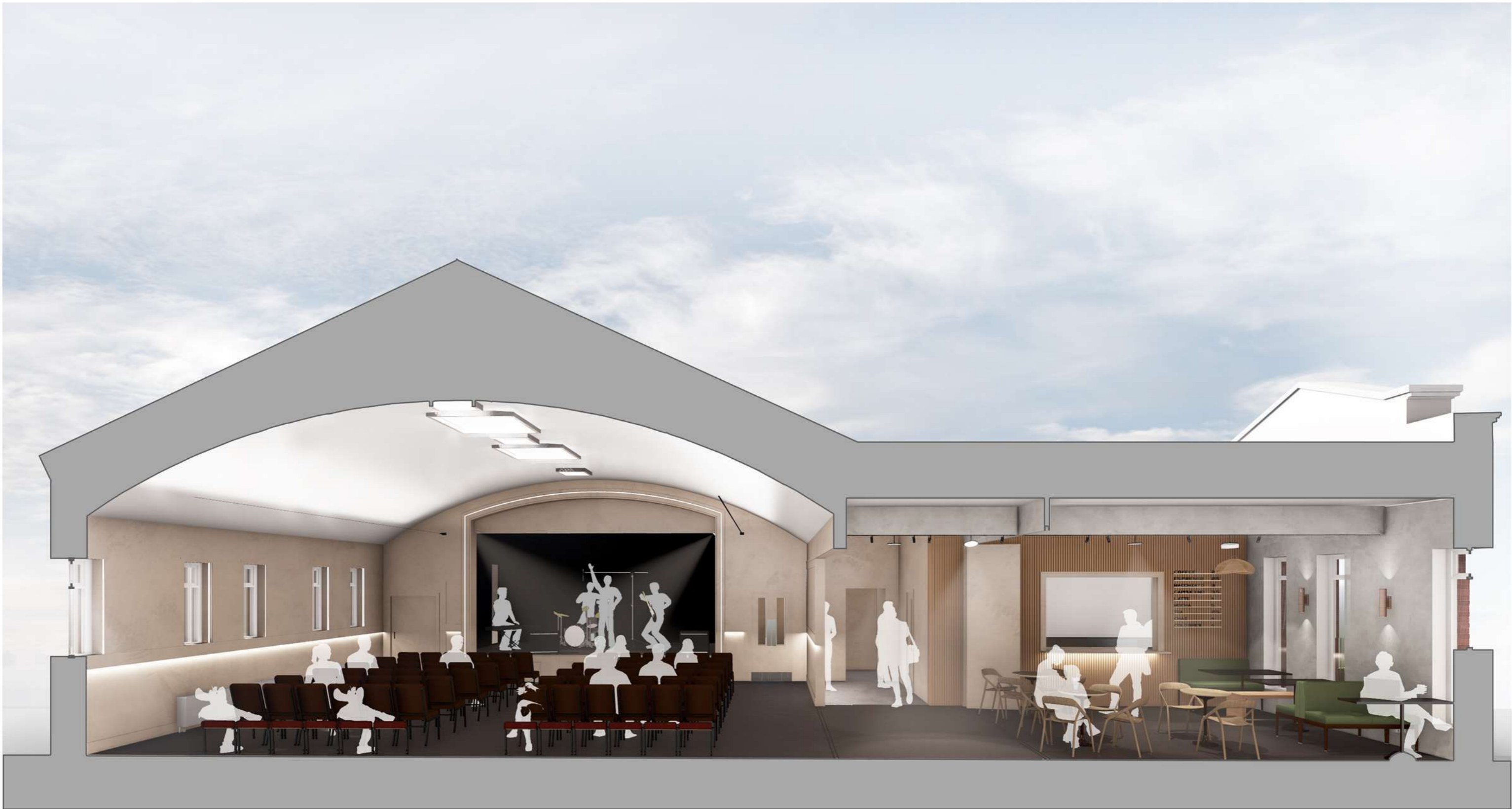
F R A M E D E S T A T E S ARCHITECTURAL AND PROPERTY DEVELOPMENTS





775 AF 406 Rev A - St Ninians Church Hall Redevelopment - Interior Artists Impression - Sectional Perspective through the Cafe and Kitchen





**775 AF 408 Rev A - St Ninians Church Hall Redevelopment - Interior Artists Impression - Cross Section showing the uniformity of space.**





755 AF - 410 - Artists Impression - Exterior View


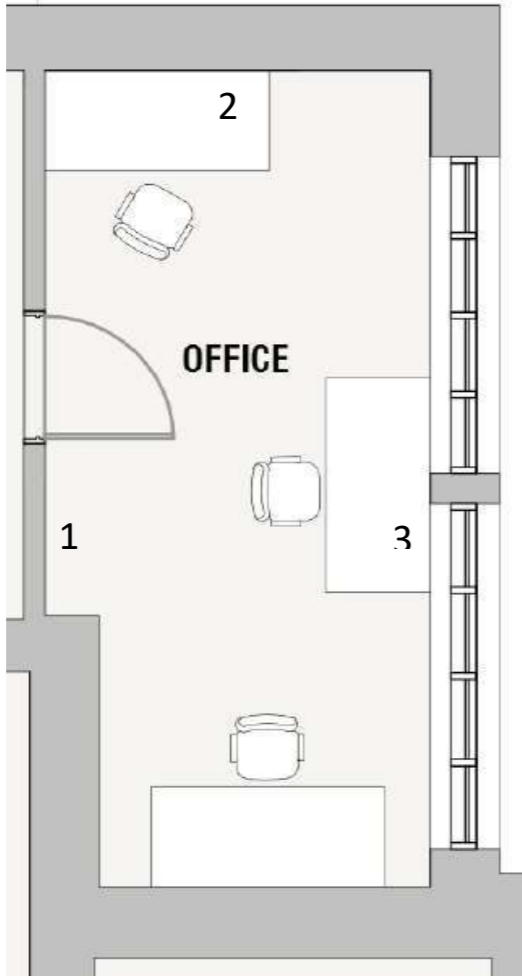
F R A M E D E S T A T E S ARCHITECTURAL AND PROPERTY DEVELOPMENTS




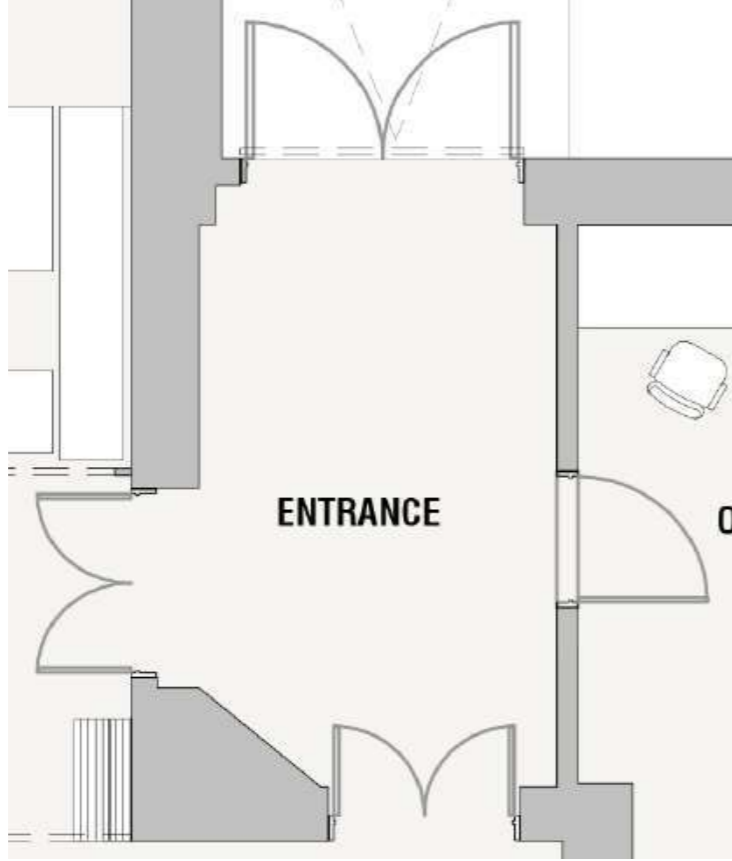
Project: St Ninians former Church Hall		Dwg No: 775.AF.801		Room Data Sheets					
Room: Main Hall		Date: 25/02/25	Rev: A	FINISHES	Areas	Description			
				Walls	118m <sup>2</sup>	Emulsion including window recesses and cills. RAL Colour reference: 9001 Cream			
				Floor	143m <sup>2</sup>	Altro ContraX™ Safety flooring, in the EARTH BROWN Colour Reference: CX2014N			
				Ceiling	130m <sup>2</sup>	White vinyl matt emulsion. RAL Colour reference: 9003 Signal White			
				Skirtings/ Facings	12m <sup>2</sup>	Satin paint applied on existing dado rail, door frames, stage frame and ceiling mouldings. RAL Colour reference : 9001 Cream			
				Windows		N/A			
				Doors		Satin paint RAL Colour reference : 9001 Cream (Doors 1, 2, 3 and 4)			
				Folding Doors		Satin paint RAL Colour reference : 9001 Cream (Door 5)			
				Ironmongery		Allgood ironmongery from the Contego range.			
				ENVIRONMENT		Type			
				Lighting	2	Rotatable Skyline Linear LED Lights Slim Steel Line Ceiling Light by Highline Lighting			
					46m	LED Strip light below dado rail, in between stage frame mouldings, and ceiling mouldings, refer to lighting drawing.			
				Existing Lighting		To be retained and relocated where necessary			
				Heating					
				Cooling					
Ventilation									
Fire									
SERVICES									
Power									
Telephone									
Data									
Other									


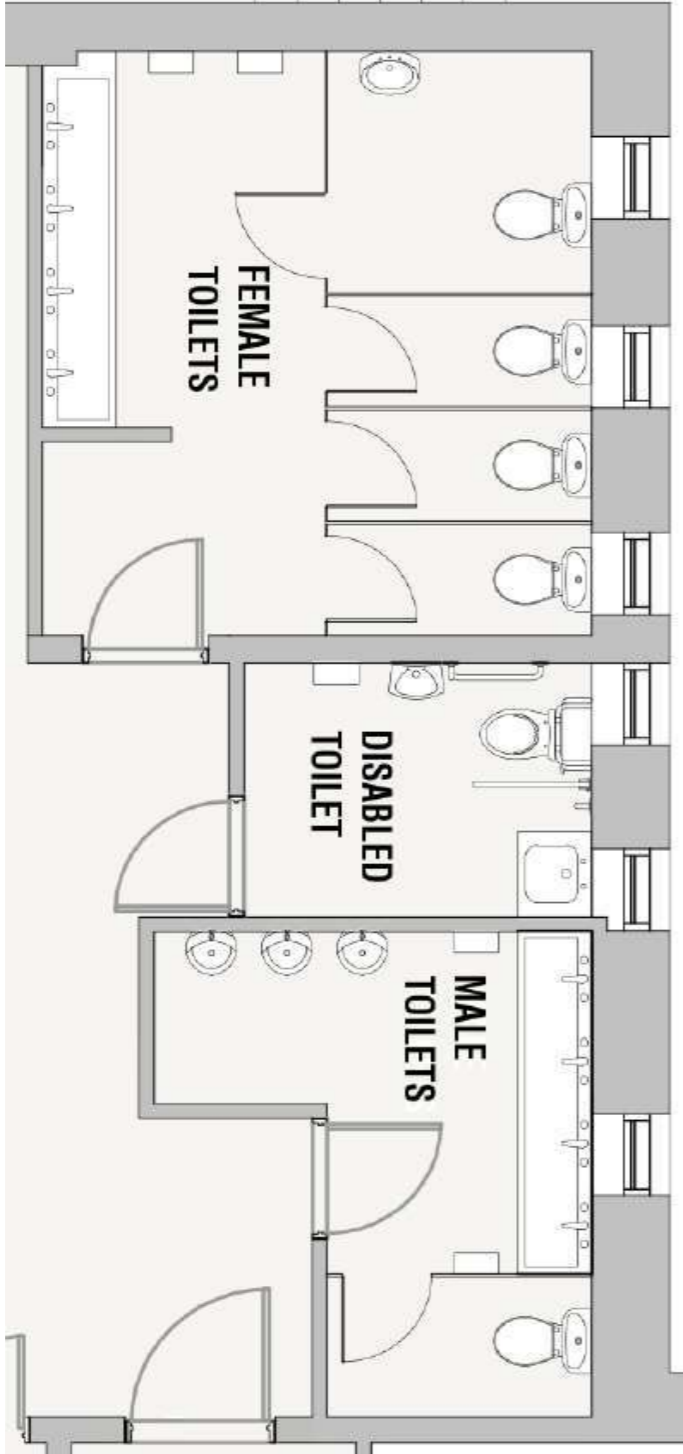
Project: St Ninians former Church Hall		Dwg No: 775.AF.802		Room Data Sheets		
Room: Café and Kitchen		Date: 25/02/25	Rev: A	FINISHES	Areas	Description
	Walls (Café)	79m <sup>2</sup>	Emulsion including window recesses and cills. RAL Colour reference: 7047 Telegrey4			
	Walls (Kitchen)	68m <sup>2</sup>	Emulsion including window recesses and cills. RAL Colour reference: 9003 Signal White			
	Feature Wall	49m <sup>2</sup>	Wood Effect Slat Wall in oak effect.			
	Floor	67m <sup>2</sup>	Altro ContraX™ Safety flooring, in the EARTH BROWN Colour			
			Reference: CX2014N (Café)			
			Altro Walkway™ 20 hard-wearing safety flooring, in the TEMPLE colour			
			Reference: VM2009P (Kitchen)			
	Ceiling	65m <sup>2</sup>	White vinyl matt emulsion. RAL Colour reference: 9003 Signal White			
	Skirtings/ Facings		As existing. All painted woodwork to be refreshed.			
	Windows	4	New Enlarged White UPVC Window frames to match existing			
	Doors		Satin paint RAL Colour reference : 7047 Telegrey4 (Door 1)			
			Satin paint RAL Colour reference : 9001 Cream (Doors 2 and 3)			
	Folding Doors		Satin paint RAL Colour reference : 9001 Cream (Doors 4 and 5)			
	Ironmongery		Allgood ironmongery from the Contego range.			
	ENVIRONMENT		Type			
	Lighting	1	Track Light base mounted on existing beam with 8 assorted downlights			
		4	Edit Karatasi Ceiling Bamboo Pendant Light by Lighting Direct			
		3	Edit Kediri Concrete Up & Down Wall Light in White by Lighting Direct			
	Existing Lighting		To be retained and relocated where necessary			
	Heating					
Cooling						
Ventilation						
Fire						
SERVICES						
Power						
Telephone						
Data						
Other						

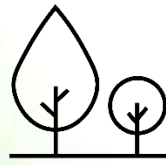
Project: St Ninians former Church Hall		Dwg No: 775.AF.803		Room Data Sheets					
Room: Meeting Room		Date: 25/02/25	Rev: A	FINISHES	Areas	Description			
				Walls	77m <sup>2</sup>	Emulsion including window recesses, cills and west lower wall. RAL Colour reference: 1013 Oyster White			
				Floor	39m <sup>2</sup>	Altro Screed 4mm slip-resistant flooring in the MOONSTONE colour Reference: LRV 62			
				Ceiling	39m <sup>2</sup>	White vinyl matt emulsion. RAL Colour reference: 9003 Signal White			
				Skirtings/ Facings		Satin paint applied on existing perimeter wall mouldings and west lower wall mouldings. RAL Colour reference : 1013 Oyster White			
				Windows		N/A			
				Doors		Satin paint. RAL Colour reference : 1013 Oyster White (Doors 1, 2 and 3).			
				Folding Doors		Satin paint. RAL Colour reference : 9001 Cream (Door 4).			
				Ironmongery		Allgood ironmongery from the Contego range.			
				ENVIRONMENT		Type			
				Lighting	1	Track Light base mounted on existing ceiling with 8 assorted downlights by Lighting Direct			
				Heating					
				Cooling					
				Ventilation					
Fire									
SERVICES									
Power									
Telephone									
Data									
Other									

Project: St Ninians former Church Hall		Dwg No: 775.AF.804		<b>Room Data Sheets</b>		
Room: Office		Date: 25/02/25	Rev: A			
				<b>FINISHES</b>	<b>Areas</b>	<b>Description</b>
				Walls	43m <sup>2</sup>	Emulsion including window recesses and cills. RAL Colour reference: 1013 Oyster White (Walls 1, 2, and 3).
				Floor	17m <sup>2</sup>	Altro Screed 4mm slip-resistant flooring in the MOONSTONE colour Reference: LRV 62
				Ceiling	17m <sup>2</sup>	White vinyl matt emulsion. RAL Colour reference: 9003 Signal White
				Skirtings/ Facings		Satin paint. RAL Colour reference: 1013 Oyster White
				Windows		N/A
				Doors		Satin paint. RAL Colour reference: 1013 Oyster White
				Ironmongery		Allgood ironmongery from the Contego range.
				<b>ENVIRONMENT</b>		<b>Type</b>
				Lighting	1	Track Light base mounted on existing ceiling with 6 assorted downlights by Lighting Direct
				Existing Lighting		To be retained and relocated where necessary
				Heating		
				Cooling		
				Ventilation		
				Fire		
				<b>SERVICES</b>		
				Power		
				Telephone		
Data						
Other						

Project: St Ninians former Church Hall		Dwg No: 775.AF.805		Room Data Sheets		
Room: Corridors and Store		Date: 25/02/25	Rev: A	FINISHES	Areas	Description
	Walls	196m <sup>2</sup>	Emulsion including door recesses and cills. RAL Colour reference: 9001 Cream			
	Floor	59m <sup>2</sup>	Altro Walkway™ 20 hard-wearing safety flooring, in the STREETLIGHT colour Reference: VMI2005P			
	Ceiling	59m <sup>2</sup>	White vinyl matt emulsion. RAL Colour reference: 9003 Signal White			
	Skirtings/ Facings		Satin paint applied on the existing ceiling mouldings reference: 9001 Cream			
	Doors		Satin paint. RAL Colour reference : 9001 Cream			
	Folding Doors		Satin paint. RAL Colour reference : 9001 Cream			
	Ironmongery		Allgood ironmongery from the Contego range.			
	ENVIRONMENT		Type			
	Lighting		Existing Lighting to be retained and relocated where necessary			
	Heating					
	Cooling					
	Ventilation					
	Fire					
	SERVICES					
	Power					
Telephone						
Data						
Other						

Project: St Ninians former Church Hall		Dwg No: 775.AF.806		<b>Room Data Sheets</b>			
Room: Entrance		Date: 25/02/25	Rev: A				
 <p style="text-align: center;"><b>ENTRANCE</b></p>				<b>FINISHES</b>	<b>Areas</b>	<b>Description</b>	
				Walls	27m <sup>2</sup>	Emulsion including door recesses and cills. RAL Colour reference:	
						9001 Cream	
				Floor	11m <sup>2</sup>	Altro Walkway™ 20 hard-wearing safety flooring, in the STREETLIGHT colour	
						Reference: VMI2005P	
				Ceiling	11m <sup>2</sup>	White vinyl matt emulsion. RAL Colour reference: 9003 Signal White	
				Doors		Satint paint. RAL Colour reference : 9001 Cream	
				Ironmongery		Allgood ironmongery from the Contego range.	
				<b>ENVIRONMENT</b>		<b>Type</b>	
				Lighting		Existing Lighting to be retained and relocated where necessary	
Heating							
Cooling							
Ventilation							
Fire							
<b>SERVICES</b>							
Power							
Telephone							
Data							
Other							

Project: St Ninians former Church Hall		Dwg No: 775.AF.807		<b>Room Data Sheets</b>		
Room: Toilets		Date: 25/02/25	Rev: A			
				<b>FINISHES</b>	<b>Areas/Units</b>	<b>Description</b>
				Walls	196m <sup>2</sup>	Emulsion including window recesses and cills. RAL Colour reference 7047 Telegrey4
				Floor	28m <sup>2</sup>	Altro Walkway™ 20 hard-wearing safety flooring, in the TEMPLE colour Reference: VM2009P
				Ceiling	28m <sup>2</sup>	White vinyl matt emulsion. RAL Colour reference: 9003 Signal White
				Doors		Satin paint RAL Colour reference : 7047 Telegrey4
				Folding Doors		Satin paint RAL Colour reference : 7047 Telegrey4
<b>SANITARY WARE</b>						
				Female Toilets	4 Toilets	Armitage Shanks Close coupled WC from the Contour 21 range
					1 sink	Armitage Shanks washing trough from the Broadway range
					1 sink	Armitage Shanks sink from the Sandringham 21 range with 1 tap
					5 Sink Taps	Armitage Shanks pillar mixer from the Marwick range
				Male Toilets	1 toilet	Armitage Shanks coupled WC from the Contour 21 range
					3 urinals	Armitage Shanks from the Contour 21 range.
					1 sink	Armitage Shanks washing trough from the Broadway range with 4 taps
					4 Sink Taps	Armitage Shanks pillar mixer from the Marwick range
				Disabled toilet	1 Toilet	Armitage Shanks from the DOC M Close-Coupled WC with standing height basin pack
						Ironmongery
<b>ENVIRONMENT</b>						
				Lighting	7	Trimless Plaster-In Tilttable Downlight in White by Lighting Direct (Female toilets) as shown in the proposed lighting plan
				Heating		
				Cooling		
				Ventilation		
				Fire		
				<b>SERVICES</b>		
				Power		
				Telephone		
				Data		
				Other		



**SDC**

SURVEY.DESIGN.CONSULT

**St Ninians Church**

**Feasibility Study**

**V01**

# Contents

---

<b>1.Scheme Details</b> .....	<b>2</b>
<b>2.Project Description</b> .....	<b>3</b>
2.1 Introduction .....	<b>3</b>
2.2 Project Background.....	<b>3</b>
2.3 Site Location.....	<b>3</b>
2.4 Deliverables .....	<b>3</b>
2.5 Known hazards at the site.....	<b>4</b>
<b>3.Existing Heating Systems</b> .....	<b>5</b>
<b>4.Energy Efficiency and Insulation</b> .....	<b>6</b>
<b>5.Heating System Assessment</b> .....	<b>7</b>
5.1 Energy Strategy .....	<b>7</b>
5.2 Initial assessment of available renewable energy technologies .....	<b>8</b>
5.3 District Heating .....	<b>8</b>
<b>6.Proposed Solution</b> .....	<b>10</b>
6.1 Heating & Hot water .....	<b>10</b>
6.2 Building Insulation.....	<b>11</b>
6.3 Photo Voltaic Solar Panels.....	<b>12</b>
6.3 Mechanical Heat Recovery Ventilation.....	<b>12</b>
<b>7.Conclusion</b> .....	<b>13</b>

# 1. Scheme Details

---

**Person / Organisation for whose benefit the Scheme is required:** Framed Estates

**Proposed date for completion of this report:** January 2024

**Proposed date of implementation:** TBC

**Project Location:** St Ninian's Church, Paisley

**Architect:** Framed Estates

## 2. Project Description

---

### 2.1 Introduction

This feasibility report has been prepared to provide an overview of the existing heating system, explore ways to significantly reduce energy consumption and provide recommendations to be taken into consideration during the design development. This report is intended to help the client select the most appropriate solution in order to fulfil their requirements of attaining a reliable and efficient heating system.

### 2.2 Project Background

St Ninians Church, also known as Ferguslie Church, is a historical building, constituting a church hall and community hall. The previous use of the church was as a training / practice area for the circus. This feasibility report is based upon the conversion of the community hall. The property consists of a brick structure, with partially rendered walls, including double glazed windows throughout. A vaulted ceiling within the hall area, including a stage and basement access below. The current heating system is a 45kW gas condensing system boiler, which provides central heating to radiators throughout the property and hot water to all taps / sinks.

### 2.3 Site Location

St Ninians Church is situated in Renfrewshire on Blackstoun Road, Paisley PA3 1NR.



**Figure 1 – St Ninians Church**

### 2.4 Deliverables

Survey Design Consult have been appointed to undertake a heating system feasibility study. To fulfil the requirements of this contract, we are required to produce a feasibility report detailing the following;

- A review of the property's energy efficiency, considering the presence of double-glazed windows and recommendations for additional insulation if necessary.

- A detailed analysis of the heating load to ensure the 45kW gas boiler is appropriately sized for the property.
- A comprehensive exploration of alternative heating solutions, including zoning possibilities, renewable energy options, and the potential use of smart thermostats.
- An evaluation of the environmental impact of both the current heating system and proposed alternatives, emphasizing any potential reduction in carbon footprint.
- Clear and well-supported recommendations based on the analysis, including short-term and long-term strategies.
- Calculate potential energy savings of proposed renewable energy technologies.

Prior to commencement of works, it is recommended that the following documentation is produced;

- Intrusive condition survey report of all M&E systems to detail condition and determine any interfaces with new systems.
- MEP design drawings
- Design calculations to demonstrate compliance with current standards
- Detailed design commentary
- M&E equipment schedules

## 2.5 Known Hazards at the site

Known and acknowledged hazards at the site are as listed below:

- **Lead Paint and Asbestos:** Buildings constructed in the 1800s may contain lead-based paint and asbestos. Renovations or repairs could disturb these materials, posing health risks.
- **Structural Integrity:** Sandstone & brick structures, especially older ones, may experience degradation over time. A structural assessment should be conducted to ensure the building's stability.
- **Carbon Monoxide (CO) Emissions:** Gas boilers can emit carbon monoxide. Proper ventilation and regular maintenance are essential to prevent CO buildup.
- **Mold and Dampness:** Introducing additional insulation or making changes to the building envelope can affect moisture levels. Proper ventilation and moisture control measures should be implemented to prevent mold growth.
- **Electrical Hazards:** The installation of zoning systems or smart thermostats may involve electrical work. Ensure compliance with safety standards to prevent electrical hazards.
- **Occupational Health and Safety:** If renovations or modifications are planned, adherence to construction safety regulations is crucial to protect workers and occupants.
- **Health Risks:** Some insulation materials may pose health risks if not installed or handled properly. Ensure safe practices and proper disposal.
- **Cultural and Heritage Impact:** Any alterations should be mindful of the property's historical significance. Consultation with heritage preservation experts may be necessary.

Due cognisance of these hazards will be required when on site and the design of the services shall also take such hazards into consideration and minimise the risks as far as reasonably practicable.

### 3. Existing Heating System



Figure 2 – Gas Boiler



Figure 4 – Boiler data plate

The property existing heating system is served by a 45 kW Gas Boiler (Ideal iMax W45 Wall Hung Gas Condensing Boiler) shown in figures 2 & 3.

Internally, the heating system relies on a network of radiators strategically placed to achieve even heat distribution as shown in figure 4.



Figure 4 – Radiator

## 4. Energy Efficiency and Insulation

The property is provided with double-glazed windows, but additional insulation is recommended, especially for an older property like this. Brick construction can benefit from insulation upgrades. Potential routes that would be cost effective would be injection insulation within wall cavities, or roof insulation, given the access to the internal roof structure.

By insulating the structure, the overall heat loss would be drastically reduced making the property more energy efficient and able to keep it warmer longer especially during the coldest months of the year. This can be demonstrated by figure 5.

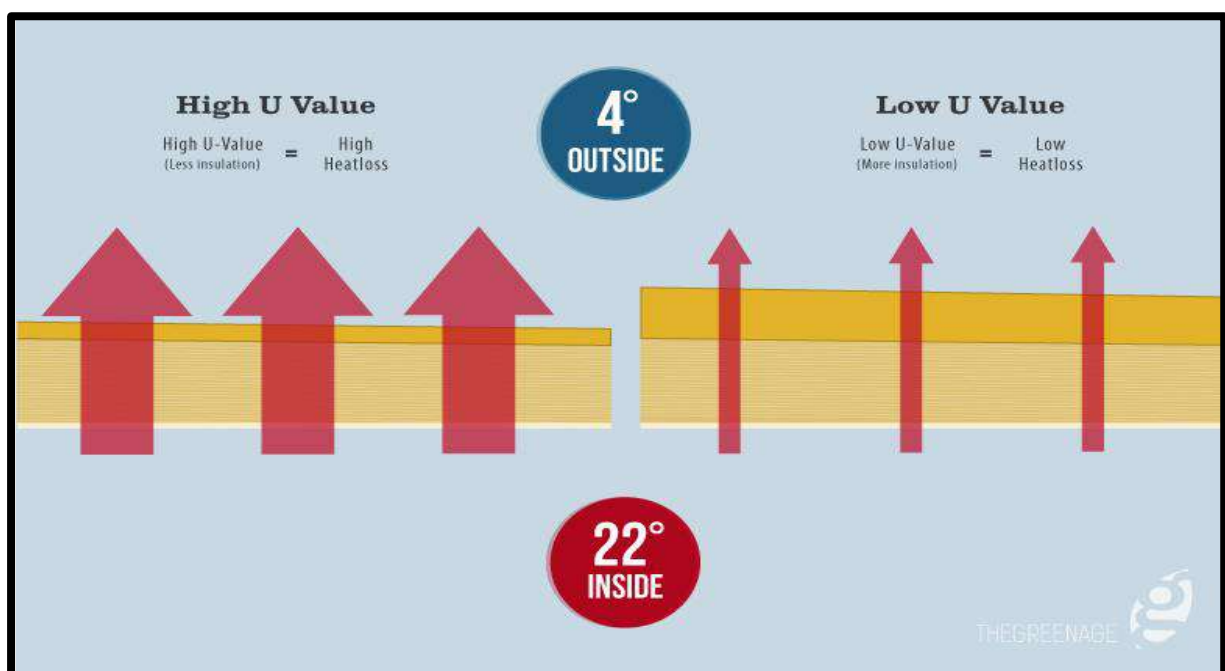


Figure 5 – U-Value Comparison

## 5. Heating System Assessment

The below table details the general building information used as the basis of our assessment.

General building information	
Number of stories above ground	1
Number of stories below ground	0
Building type/zone	Community Hall
Number of different thermal zones	2
Building location	Paisley, Renfrewshire, Scotland
Run period	Jan 1 to Dec 31
Hours simulated	8760 hours (annual)
Weather file	Weather data for closest weather station: Glasgow, World Meteorological Station No. 031600, Weather data derived period 2007 to 2021, EPW format
Infiltration	0.3 ACH
HVAC operating conditions	Heating: 18°C for hall spaces, 22°C for meeting spaces & offices and 18°C for all other rooms. No heating for storage.
Schedules and operations	According to standard schedules in DesignBuilder based on UK

### 5.1 Energy Strategy








To minimise CO<sub>2</sub> emissions and cut energy costs, the following energy hierarchy should be applied throughout the design development:

1. Minimise energy consumption through passive design measures – The integration of passive design principles will enable the building to be less reliant on HVAC systems and minimise dependence on artificial lighting.
2. Designing and installing energy efficient systems – Services shall be specified that exceed compliance with Section 6 (Energy) of the Scottish Technical Standards.
3. Utilising renewable energy generation technologies – The opportunities to install renewable energy technologies have been examined in section 4.2 below.

Scottish Futures Trust state the following with regards to 'Net Zero' Operational energy: *Greenhouse gas emissions from energy use can be minimised by reducing demand; meeting needs efficiently; excluding energy sources that cause direct greenhouse gas emissions within the building curtilage from heating and hot water provision; optimising onsite renewable sources and establishing a credible offset regime for residual emissions.*

### 5.2 Initial assessment of available renewable energy technologies

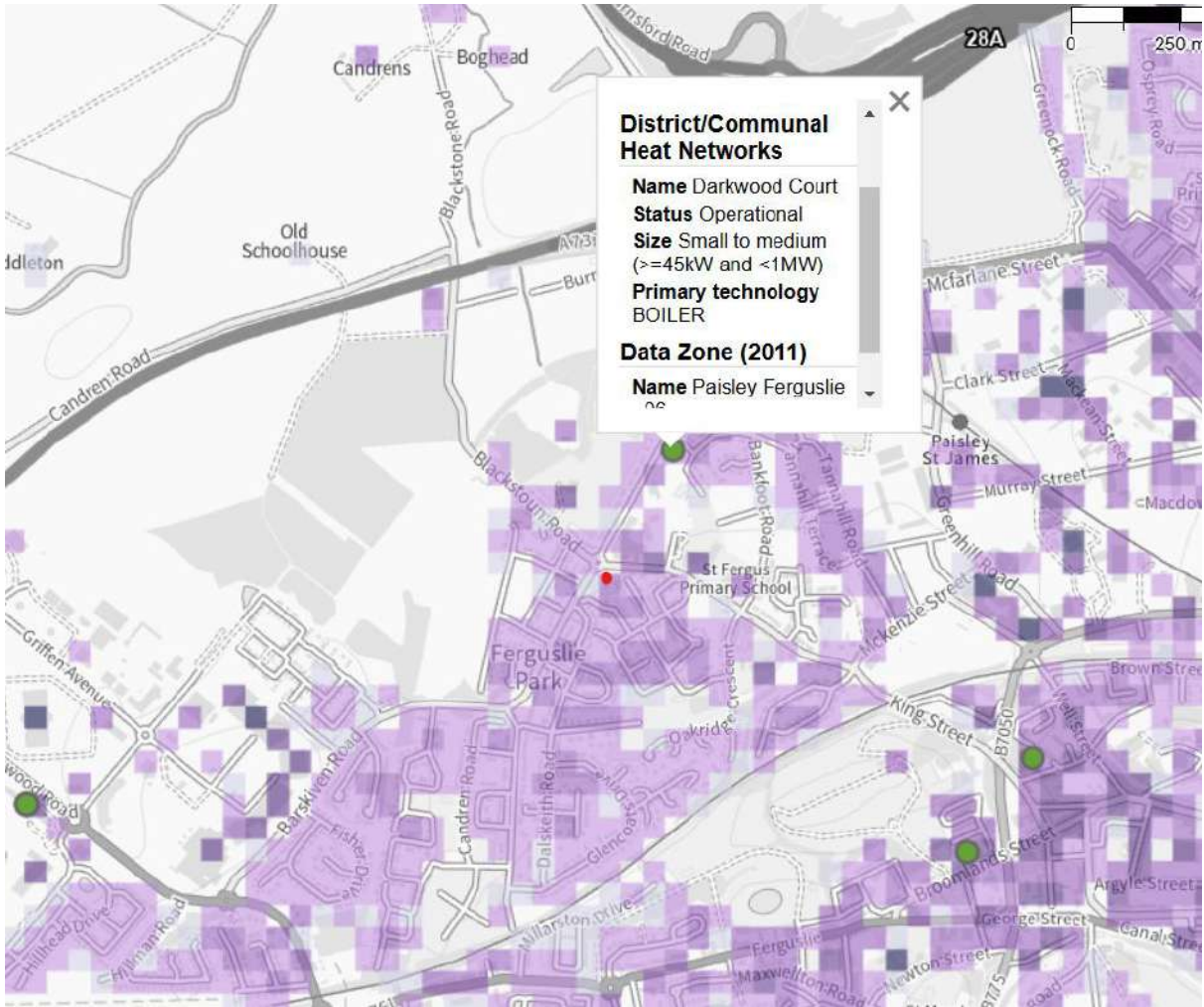
This section details the results from our low carbon and renewable technology feasibility study for the proposed development.

<b>Photovoltaic Panels</b>	Building mounted solar PV panels to generate electricity	<ul style="list-style-type: none"> <li>Reliable source of energy</li> <li>Simple and cost-effective solution to reduce CO2 emissions</li> <li>Operating and maintenance costs are considered low</li> <li>Can be incorporated into proposed electrical system</li> </ul>	
<b>Solar Thermal Heating</b>	Building mounted solar collectors that heat water for domestic use	<ul style="list-style-type: none"> <li>The outputs from solar thermal systems installed in Scotland tend to be low. Capital cost of the system would result in a poor ROI.</li> <li>Technology not recommended due to the above.</li> </ul>	
<b>Wind Turbines</b>	Free Standing mast mounted micro generation wind turbines	<ul style="list-style-type: none"> <li>Installation of technology subject to DNO authority approval</li> <li>High capital cost and ongoing maintenance costs associated with technology.</li> <li>Not suitable due to planning issues and location of site.</li> <li>Wind speeds at this location are unlikely to be sufficient to support a wind turbine.</li> <li>Technology not recommended due to the above.</li> </ul>	
<b>Air Source Heat Pumps</b>	Uses air to generate hot water using the thermodynamic refrigeration cycle.	<ul style="list-style-type: none"> <li>System provides low carbon heat and less installation/ plant space compared with ground and geothermal heat pumps.</li> <li>Heat pumps can provide both heating and hot water.</li> <li>Specialist contractor required to install.</li> <li>Can be paired with UFH, radiators or skirting heaters.</li> <li>High COP of 3.5 and above</li> </ul>	
<b>Ground Source Heat Pumps (Bore holes or ground loops)</b>	Uses heat in the ground to generate hot water using the thermodynamic refrigeration cycle.	<ul style="list-style-type: none"> <li>Technology has a high capital cost due to ground works.</li> <li>Technology requires large area of ground for the installation of boreholes which is not available at location.</li> <li>Ground loops require large area of ground—As a rule of thumb, you'll need twice the area of the property for the ground arrays.</li> <li>Capital cost of technology tends to be high due to ground works required. These systems are 2-3 times more expensive the equivalent ASHP.</li> <li>Technology not recommended due to the above.</li> </ul>	
<b>Biomass System</b>	Use of biomass or biofuel to heat building and generate hot water	<ul style="list-style-type: none"> <li>System requires a significant amount of plant space for thermal stores, fuel stores and auxiliary plant.</li> <li>High CAPEX and OPEX costs.</li> <li>Boilers require tail flues to comply with the Clean Air Act.</li> <li>Technology not recommended due to the above.</li> </ul>	
<b>CHP</b>	Power and heat from a single fuel source	<ul style="list-style-type: none"> <li>Electricity and heat demands must be of a similar requirement.</li> <li>Financially intensive. High CAPEX and OPEX costs.</li> <li>Large plant room required.</li> <li>Uses fossil fuels so not 'clean energy'.</li> <li>Technology not recommended due to the above.</li> </ul>	

### 5.3 District Heating

In addition to the technologies explored in Section 5.2 above, SDC also investigated the possibility of utilising district heating to serve the building.

Figure 6 below shows the areas which are covered by district heating within Paisley. The heat map clearly shows that the property is not covered by any suitable district heating system. There is a small system identified at Darkwood Court but this is too far away (~250m) to be of use.



**Figure 6 – Paisley Heat Map**

Due to the above and the high capital costs with such a system, SDC would not recommend as an option to be considered.

## 6. Proposed Solution

---

Within this section we shall seek to ensure that the recommendations meet the client's expectations and ensure the proposed systems are safe and function as intended. The below recommendations and considerations follow the recommendations determined by modern industry methods and good working practice. The installation shall be designed and installed in accordance with the current editions of the under noted publications, however not limited to:

- British Standard Specifications
- British Standard Codes of Practice
- IEE Wiring Regulations 18th Edition BS7671
- IEE Recommendations
- CIBSE Design Guides and Codes
- BSRIA & BRE Design Guides & recommendations
- Regulations under the Electricity Acts
- Byelaws and Regulations of the relevant Local Authority
- Health & Safety at Work Act
- Building Regulations
- CDM Regulations

### 6.1 Heating & Hot Water

Considering the information gathered from the site visit, Survey Design Consult would recommend utilising a heat pump system as a replacement for the gas boiler.

This would greatly reduce its reliance on conventional energy sources, contributing to a more resilient and eco-conscious energy ecosystem.

Given the circumstances SDC would recommend using air source over the installation of ground source heat pumps. The reason for this is threefold-

1. The space requirements for ground source are large in the case of a horizontal loop system, or expensive in the case of a bore hole / vertical loop system.
2. There is limited internal plant space (which would be required to house numerous plant items).
3. The expense of the system is much greater than the initial capital investment in comparison with an air source heat pump system.

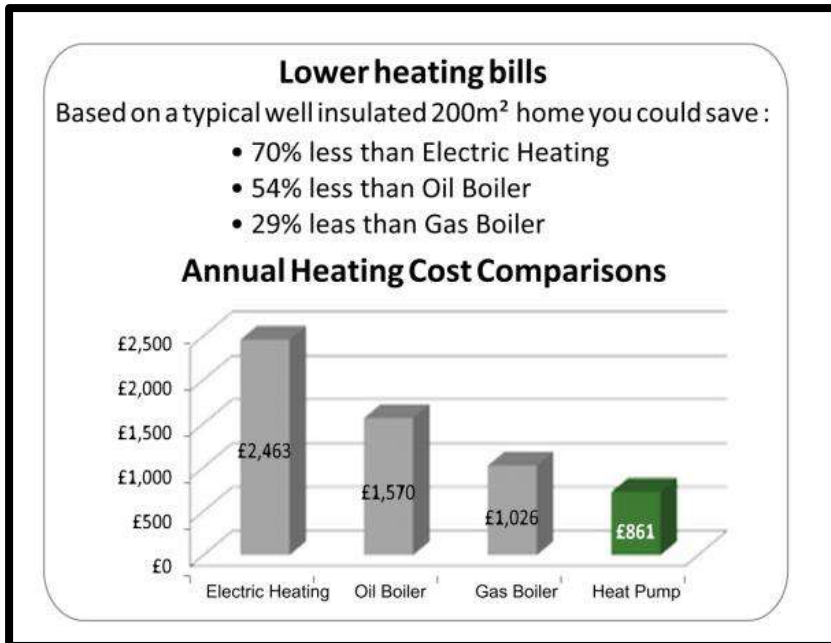
Air Source Heat Pump (ASHP) are known for their high efficiency in converting energy into heat. They typically have a Coefficient of Performance (COP) above 3, meaning they produce three units of heat for every unit of electricity consumed.

Gas boilers, while efficient, will not match the efficiency levels of heat pumps. A significant portion of the energy in the fuel is lost as waste heat in combustion and through the flue.

Air source heat pumps utilize the heat within the ambient air, which is a renewable resource. They can be powered by electricity generated from renewable sources, further making them more environmentally friendly.

By using a gas boiler and consequently gas as a fuel is a fossil fuel, and burning it contributes to carbon dioxide emissions, making gas boilers less environmentally sustainable compared to heat pumps.

Below is an example graphic displaying the anticipated figures for a 200m<sup>2</sup> property, in a not dissimilar situation;



**Figure 7 – Heating Comparisons**

While the initial installation cost of ASHPs may be higher, they generally have lower maintenance costs and longer lifespans. They also require less space compared to gas boilers. Gas boilers may have lower upfront costs but can be more expensive to maintain, and the cost of gas can be subject to fluctuations in the market.

The property would be provided with external heat pump unit(s) and an internal calorifier for hot water storage. The heat pumps would be externally mounted to the rear of the building adjacent to the property. The calorifiers would be installed within the property in a position mutually agreed with the client (likely in place of the existing boiler).

All heating systems shall have an overload capacity to allow for a margin for heat-up, distribution losses and for intermittent heating capability.

The heating system will be thermostatically controlled to deliver a uniform and even distribution of heat within the property.

We would recommend that the heating be delivered via a conventional radiator system due to the cost of installation of underfloor heating and for ease of maintenance going forward. Each radiator would be provided with thermostatic radiator valves (TRV) on the flow side with a lock shield valve fitted on the return side for balancing of the system as required. It should be noted that the lower output temperature of the heat pumps (in comparison to a boiler) requires the replacement of the radiators throughout.

## 6.2 Building Insulation

Before proceeding with an upgraded heating system, we would recommend investing in the property insulation to improve the U value of the roof and overall improve the heat loss of the property.

Considering the property age and wear, the use of triple glazed glass windows wouldn't provide a significant increase in thermal performance to justify the additional expense.

Investing in the property insulation however would assure that the heating system works effectively and efficiently, and provides a greater return on investment than any other method to improve running costs.

## 6.3 Photo Voltaic Solar Panels

It is recommended that a Photovoltaic solar panel system to be installed on the roof of the property. This would allow for maximum efficiency of the heat pump system. This would be envisioned to offset the energy requirements of the property by generating electricity. The solar PV panels would be connected through a single-phase inverter, with a meter. These components would be positioned within the void space and each array would have an independent system. With a connection from each returning to the distribution board.

### Solar PV System

**System Size:** The property has a limited amount of suitable roof space due to the architectural design. Accounting for this we believe the roof can accommodate a total Solar PV system with a total output of up to 11.48kW. This system would be made up of 28Nr 410W panels. Each panel is approximately 2m x 1m.

**Overshading:** The property is located in a residential area; however, the building is isolated enough from neighbouring buildings and large trees. As such, we have only applied an overshadowing factor of 10%.

**Orientation:** The system is located on a flat roof so we will be recommending they are facing south for the optimal performance.

**Location of associated electrical equipment:** It is proposed that the solar inverter would be located in a suitable area local to the solar arrays. The system shall be provided with an isolator as required by BS7671. sn

**System Modelling:** To calculate the potential output and associated returns of the proposed system, we modelled the system with output corrected to location of the property. A summary of the results of the modelling are as follows:

#### SIMULATION RESULTS



**Potential Savings:** To demonstrate the potential savings in relation to the rating of the system, we have undertaken a calculation based on the output of our modelling. The calculations have been based on mounting the solar panels on the roof with an overshadowing of 10%. It should be noted that the calculations assume that 80% of the energy generated is used by the building.

Annual saving assuming electricity unit cost of 30p per kWh =  $3810 \times 0.30 \times 0.8 = \text{£}914.40$  per annum.

**Return on Investment:** During this feasibility exercise, we have obtained an indicative quote for installation of the above detailed system. The anticipated cost of the system is £11000 Ex VAT. This price is based on current prices and excludes battery storage.

Assuming the price of electricity remains the same and the annual energy saving stays constant, the estimated return on investment for this site would be approximately 12 years.

*Note: It is likely that the electricity price will increase through time so ROI will likely be quicker.*

**Battery Storage:** Due to the status and location of the building, a battery storage system is not recommended. This is due to the consumption of energy being assumed to be used during daylight hours.

## 6.4 Heat Recovery Ventilation

Including the replacement of the heating system, to improve the performance and reduce the reliance on the air source heat pump we would recommend the installation of a heat recovery system, via ventilation in the hall area. This would allow for a further reduction in the required heat input (by up to 25%), while providing fresh air within the hall space, improving the air quality. MVHR (mechanical ventilation with heat recovery) can also help reduce the moisture content of the air, reducing the risk of mold.

## 7. Conclusion

---

This report has been produced to provide an overview of the existing systems, explore ways to upgrade the current heating system and provide recommendations to be taken into consideration during the design development.

If the recommendations within this report are adopted during the design development this will help to ensure the building is environmentally and financially sustainable for years to come and have limited reliance on fossil fuels.

# St. Ninians Community Hub, Ferguslie Feasibility Study

Framed Estates Ltd.

9<sup>th</sup> April 2025

Prepared by  
Tom Ward / Andrew Semple / Allan Paton

Job Number  
Revision

1199-01  
A



### St. Ninians Community Hub Proposed Conversion / Refurbishment

## Notes/Considerations

### Feasibility Study Notes/Risks etc.

- 1.0 This Order of Cost Estimate is based on the Architects and Engineers available information.
- 2.0 Planning requirements unknown at this stage - any additional conditions or associated costs imposed by Planning are excluded.
- 3.0 Building Control requirements unknown at this stage - any additional conditions or associated costs imposed by Building Control are excluded.
- 4.0 Costs associated with asbestos surveys and removal are excluded - assumed this is not required.
- 5.0 Costs associated with rot/damp surveys and removal/remedial works are excluded - assumed this is not required.
- 6.0 Full MEP requirements unknown at this stage - allowances made in line with SDC MEP Feasibility Study.
- 7.0 Provisional Sum of £40,000.00 included for new Air Source Heat Pumps system including radiators.
- 8.0 Provisional Sum of £12,500.00 included for new Solar PV system - 28Nr 410W panels.
- 9.0 Provisional Sum of £25,000.00 included for new MVHR system.
- 10.0 Provisional Sum of £17,400.00 included for new Platform Lift installation.
- 11.0 Provisional Sum of £16,160.00 included for installation of new roof insulation.
- 12.0 Provisional Sum of £10,000.00 included for the supply & fit of the new Kitchen - excluding appliances and white goods.
- 13.0 Provisional Sum of £5,000.00 for the retractable multi purpose matt.
- 14.0 Provisional Sum of £2,500.00 included for timber front entrance canopy.
- 15.0 Provisional Sum of £42,500.00 included for folding/moveable partitions - more details required.
- 16.0 Provisional Sum of £5,000.00 included for electrically operated roller shutter to front external door.
- 17.0 No allowance for any works noted in CBCs previous scope of works.
- 18.0 No allowance for any works to external façade.
- 19.0 No allowance for any fabric/structural works - with the exception of downtakings required to facilitate new layout (no Structural Engineers information available).
- 20.0 No allowance for temporary propping/shoring - requirements unknown.
- 21.0 No allowance for works to existing car park area.
- 22.0 No allowance for loose furniture (chairs, tables, desks etc.)
- 23.0 No allowance for specialist stage lighting or sound equipment.
- 24.0 Assumed that all internal doors are being removed and replaced.
- 25.0 Assumed that full electrical re-wire is required for the building.
- 26.0 Assumed there will be no issue connecting into existing services - costs do not include for upgrade of existing service installations (unless indicated).
- 27.0 Internal doors assumed to be timber solid core.
- 28.0 Price & Design Risk Uplift of 10% included. Percentage is deemed appropriate for the nature of the works and the level of information currently available.
- 29.0 Inflationary Uplift applied based on site start of 1Q 2026.

# Feasibility Study - 404m2 GIFA Conversion / Refurbishment



St. Ninians Community Hub  
Proposed Conversion / Refurbishment

## Feasibility Study

Description		Rate	Total (£)	% of Total	Notes
Downtakings			£23,210.00	5.46%	
<b>Facilitating Works - Sub-Total</b>			<b>£23,210.00</b>	<b>5.46%</b>	
Roof			£16,160.00	3.80%	
External Doors & Windows			£8,700.00	2.05%	
Internal Walls & Partitions			£6,400.00	1.51%	
Internal Doors			£6,850.00	1.61%	
Internal Finishes			£46,304.01	10.90%	
Fittings, Furnishings & Equipment			£60,000.00	14.12%	
Services			£62,121.24	14.62%	
Extra over; PV installation			£12,500.00	2.94%	Provisional Sum
Extra over; ASHP installation			£40,000.00	9.42%	Provisional Sum
Extra over; MVHR installation			£25,000.00	5.88%	Provisional Sum
Extra over; Platform Lift installation			£17,400.00	4.10%	Provisional Sum
<b>Building Cost - Sub-Total</b>			<b>£301,435.25</b>	<b>70.96%</b>	
External Works				0.00%	Excluded
<b>External Works - Sub-Total</b>			<b>£0.00</b>	<b>0.00%</b>	
<b>WORKS COST</b>			<b>£324,645.25</b>	<b>76.42%</b>	
Preliminaries	16 wks	£3,000.00	£48,000.00	11.30%	
Overheads & Profit				0.00%	Included
<b>Preliminaries &amp; OH&amp;P - Sub-Total</b>			<b>£48,000.00</b>	<b>11.30%</b>	
Professional Fees				0.00%	Excluded
<b>TOTAL DEVELOPMENT COSTS (excl. Risk &amp; Inflation)</b>			<b>£372,645.25</b>	<b>87.72%</b>	
Price & Design Risk Allowance	10 %		£37,264.52	8.77%	
Inflation - based on 1Q 2026 Site Start	3 %		£11,179.36	2.63%	
NIC Increase	1 %		£3,726.45	0.88%	
<b>Capital Expenditure - Sub-Total</b>			<b>£52,170.33</b>	<b>11.40%</b>	
<b>FEASIBILITY STUDY</b>			<b>£424,815.58</b>	<b>99.12%</b>	

[www.langmuirandhay.co.uk](http://www.langmuirandhay.co.uk)

MODERN THINKING.  
TRADITIONAL VALUES.

60 Kelvingrove Street  
Glasgow G3 7SA

0141 332 6266 [info@langmuirandhay.co.uk](mailto:info@langmuirandhay.co.uk)



**Ferguslie**  
**Community Development Trust**  
**Constitution**

**Incorporated as a Scottish Charitable Incorporated Organisation**  
**On The 18<sup>th</sup> Day of January 2021 Charity Number SC050697**



## **PART 1**

### **DEFINITIONS, GENERAL AND PURPOSES**

#### **1 DEFINITIONS**

1.1 In the constitution, unless the context requires otherwise:

“2005 Act” means the Charities and Trustee Investment (Scotland) Act 2005 including any statutory modification or re-enactment thereof for the time being in force;

“Accounts Regulations” means the Charities Accounts (Scotland) Regulations 2006 (or any statutory modification or re-enactment of them);

“board” has the meaning given in clause 5;

“chairman of the SCIO” has the meaning given in clause 10.3;

“chairman of the meeting” has the meaning given in clauses 23 and 31 respectively;

“charitable” means charitable for the purposes of the Taxes Acts and also the 2005 Act;

“charity trustee” means a charity trustee (as defined in the 2005 Act) of the SCIO, and includes any person occupying the position of charity trustee, by whatever name called;

“constitution” means the SCIO’s constitution;

“document” includes, unless otherwise specified, any document sent or supplied in electronic form;

“first charity trustees” has the meaning given to it in clause 10.4;

“OSCR” means the Office of the Scottish Charity Regulator or other successor regulator and registrar of charities in Scotland;

“Scottish Charitable Incorporated Organisation” has the meaning given in section 49 of the 2005 Act;

“the SCIO” means Ferguslie Community Development Trust;

“the SCIO Regulations” means The Scottish Charitable Incorporated Organisations Regulations 2011 and The Scottish Charitable Incorporated Organisations (Removal from Register and Dissolution) Regulations 2011

(including any statutory modification or re-enactment thereof for the time being in force); and

“writing” means the representation or reproduction of words, symbols or other information in a visible form by any method or combination of methods, whether sent or supplied in electronic form or otherwise.

1.2 In this constitution, unless the context otherwise requires:

1.2.1 Words or expressions importing the singular number only shall include the plural number and vice versa;

- 1.2.2 Words or expressions importing the masculine gender only shall include the feminine gender and vice versa;
- 1.2.3 Words or expressions importing persons shall include partnerships, companies and unincorporated associations; and
- 1.2.4 The provisions of the Interpretation Act 1978 with respect to interpretation and construction shall apply mutatis mutandis.

## **2 TYPE OF LEGAL ENTITY**

- 2.1 The SCIO will, upon registration, be a Scottish Charitable Incorporated Organisation.

## **3 PRINCIPAL OFFICE**

- 3.1 The principal office of the SCIO will be in Scotland (and must remain in Scotland).

## **4 NAME**

- 4.1 The name of the SCIO is “Ferguslie Park Community Development Trust”.

## **5 GENERAL STRUCTURE**

- 5.1 The SCIO shall operate as a “two-tier” entity and the structure of the organisation consists of:
  - 5.1.1 the MEMBERS - who have the right to attend members' meetings (including any annual general meeting) and may have important powers under the constitution; in particular, the members may appoint people to serve on the board and take decisions on changes to the constitution itself. Eligibility for membership and the types of membership are detailed in clause 26;
  - 5.1.2 the CHARITY TRUSTEES – referred to collectively as the “board,” who hold regular meetings, and generally control the activities of SCIO; for example, the board is responsible for monitoring and controlling the financial position of the organisation.

## **6 POWERS**

- 6.1 The SCIO has the full range of powers available to a Scottish Charitable Incorporated Organisation in terms of section 50(5) of the 2005 Act (that is to say the power to do anything which is calculated to further the purposes of the SCIO or is conducive or incidental to doing so), subject to clauses 7, 9 and 16 - including but not limited to the power to:
  - 6.2 acquire and take over the whole or any part of the undertaking and liabilities of any person entitled to any property or rights suitable for any of the objects of SCIO;
  - 6.3 purchase, lease, hire take in exchange and otherwise acquire any property, land and rights which may be advantageous for the purposes of the activities of SCIO;
  - 6.4 improve, manage, exploit, develop, turn to account and other wise deal with all or any part of the undertaking, property and rights of SCIO;

- 6.5 accept subscriptions grants, donations, gifts, legacies and endowments of all kinds, either absolutely or conditionally or in trust for any of the objects of SCIO;
- 6.6 remunerate any individual in the employment of SCIO; and to establish, maintain and contribute to any pension or superannuation fund for the benefit of, and to give or procure the giving of any donation, pension, allowance or remuneration to, and to make any payment for or towards the insurance of, any individual who is or was at any time in the employment of SCIO; and the spouse, widow/widower, relatives and dependents of any such individual; to establish, subsidise and subscribe to any institutions, club and fund which may benefit any such person;
- 6.7 to do anything which may be incidental or conducive to the attainment of any of the objects of the SCIO.

## **7 PURPOSES**

7.1 The charitable purposes of the SCIO are:

- 7.1.1 The charitable purposes for which the SCIO is established, and the subsequent outcomes are principally to benefit the Community of Ferguslie Park comprising the postcodes PA3 1 & PA3 2 “the community, as defined by the boundaries of Ferguslie Community Council set by Renfrewshire Council and the Boundary Commission, in addition to which it is desirable and expected that there will be a public benefit in Renfrewshire, more widely and beyond”. Advancement of community development and participation of the Community in the regeneration of Ferguslie Park,
- 7.1.2 The advancement of community development through the provision of and participation in community-led activities, programmes, organisations and events,
- 7.1.3 The advancement of the arts and culture through providing entertainment for the public and providing an environment for local talent to flourish,
- 7.1.4 The advancement of education for the community as well as key skills which will improve employability through training, volunteering and employment opportunities; and to establish opportunities for social enterprise to flourish
- 7.1.5 The promotion of such other similar charitable purposes.

7.2 The charitable purposes for which the SCIO is established and the subsequent outcomes are principally to benefit the Community of Ferguslie Park comprising the postcodes PA3 1 (“the Community”), in addition to which it is desirable and expected that there will be public benefit in Renfrewshire, more widely and beyond.

## **8 LIABILITY OF CHARITY TRUSTEES AND MEMBERS**

8.1 In terms of section 49(4) of the 2005 Act or otherwise, the members have no liability to pay any sums to help to meet the debts (or other liabilities) of the SCIO if it is dissolved.

8.2 The members and charity trustees have certain legal duties under the 2005 Act and clause 8.1 does not apply to any personal liabilities they might incur if they are in breach of those duties, which would result in personal liability.

## **9 LIMITATION ON PRIVATE BENEFITS**

9.1 The income and property of the SCIO shall be applied solely towards the promotion of its purposes as set forth in the constitution.

9.2 Subject to clause 9.3, no part of the income and property of the SCIO shall be paid or transferred, directly or indirectly, by way of benefit to its members or charity trustees.

9.3 Nothing herein shall prevent any payment in good faith by the SCIO:

9.3.1 of a reasonable and proper remuneration in accordance with sections 67 and 68 of the 2005 Act and any amendment or alteration thereto;

9.3.2 of interest on money lent by any member of the SCIO or a charity trustee at a reasonable and proper rate per annum and not exceeding the base lending rate for the time being of the SCIO's bankers; or reasonable and proper rent for premises let by any member or charity trustee to the SCIO;

9.3.3 to any charity trustee of out-of-pocket expenses.

## **PART 2**

### **CHARITY TRUSTEES**

#### **BECOMING AND CEASING TO BE A CHARITY TRUSTEE**

##### **10 ELIGIBILITY**

- 10.1 A person will not be eligible for election or appointment as a charity trustee unless he is a Full Member of the SCIO, or is co-opted (see clause 13)
- 10.2 Removed
- 10.3 The minimum number of charity trustees is FIVE and shall include a chair and vice chair of the SCIO.
- 10.4 The Chair and Vice Chair will always be drawn from the full membership (not a co-optee). In line with the policies set out and agreed upon by the membership at the AGM with particular attention paid to Clauses 7 and 7.2 of the constitution
- 10.5 The maximum number of Trustees is FIFTEEN.
- 10.6 The affairs of the SCIO shall be managed by the board. The individuals who signed the Charity Trustee declaration forms which accompanied the application for incorporation of the SCIO shall be deemed to have been appointed as Trustees with effect from the date of incorporation of the organisation as a SCIO and its entry on the Scottish Charity Register; other charity trustees may be appointed in terms of clause 11 of the constitution.
- 10.7 The minimum and maximum number of charity trustees shall be determined by the charity trustees.

##### **11 APPOINTMENT OF CHARITY TRUSTEES**

- 11.1 The first charity trustees shall be appointed as charity trustees at the date of adoption of this constitution.
- 11.2 At each AGM, the full members may elect any Full Member to be a charity trustee.
- 11.3 The board may at any time appoint any Full Member to be a charity trustee. Any appointment under this clause will be required to be ratified at the next AGM following the appointment in line with clause 31.3.3 of the constitution.
- 11.4 A charity trustee shall offer their resignation at the first charity trustee meeting following the third anniversary of their appointment.
- 11.5 A charity trustee who is due to retire in accordance with clause 11.4 shall be eligible for re-appointment for a further three-year period. There is no point or period of time in office at which a charity trustee will be prohibited from seeking re-appointment.
- 11.6 The members shall endeavour to recruit to the board individuals with appropriate and relevant experience and skills.

## **12 TERMINATION AS A CHARITY TRUSTEE**

### **12.1 A person ceases to be a charity trustee as soon as:**

- 12.1.1 he ceases to be a member of the SCIO (unless he is a co-opted trustee – see clause 13)
- 12.1.2 he is prohibited by law from being a charity trustee within the meaning of the 2005 Act, a charity trustee within the meaning of the Companies Act 2006 or ceases to be a fit and proper person for the purposes of the Taxes Acts;
- 12.1.3 a sequestration order is made against that person;
- 12.1.4 a composition is made with that person's creditors generally in satisfaction of that person's debts;
- 12.1.5 a registered medical practitioner who is treating that person gives a written opinion to the SCIO stating that that person has become physically or mentally incapable of acting as a charity trustee and may remain so for more than three months;
- 12.1.6 by reason of that person's mental health, a court makes an order which wholly or partly prevents that person from personally exercising any powers or rights which that person would otherwise have;
- 12.1.7 notification is received by the SCIO from the charity trustee that the charity trustee is resigning from office, and such resignation has taken effect in accordance with its terms;
- 12.1.8 is absent (without permission of the board or good reason, in the reasonable opinion of the board,) from more than three consecutive meetings of the board, but only if the board resolves to remove him/her from office (by way of a resolution passed by majority vote at a charity trustees' meeting); or
- 12.1.9 is removed from office by resolution of the charity trustees or members on the grounds that he is considered to have been in serious or persistent breach of his duties under section 66(1) or (2) of the 2005 Act or on the grounds that he has brought or is likely to bring the SCIO into disrepute.

### **12.2 A resolution under clauses 12.1.8 and 12.1.9 shall be valid only if:**

- 12.2.1 the charity trustee who is the subject of the resolution is given reasonable prior written notice by the charity trustees or members of the grounds upon which the resolution for his removal is to be proposed;
- 12.2.2 the charity trustee concerned is given the opportunity to address the meeting of charity trustees or members' meeting at which the resolution is proposed, prior to the resolution being put to the vote; and

12.2.3 at least two thirds (to the nearest round number) of the charity trustees or members (excluding for this purpose the charity trustee who is the subject matter of the resolution) vote in favour of the resolution.

### **13 CO-OPTED TRUSTEES**

- 13.1 The trustees may at any time appoint any individual (other than an employee of the company) as a co-opted Trustee, on the basis that he/she has specialist experience and/or skills which could be of assistance to the Trustees.
- 13.2 A Co-opted Trustee may serve for a maximum of 3 consecutive years after his or her co-option.
- 13.3 A Co-opted Trustee can be re-co-opted by the Board immediately after such next AGM.
- 13.4 A Co-opted Trustee can be removed from office at any time by a simple majority of the Board.
- 13.5 For the avoidance of doubt, a Co-opted Trustee may participate fully in and vote at all Board meetings which he or she attends.
- 13.6 At any time, no more than 25% of the total number of Charity Trustees shall be Co-opted Trustees.

## **POWERS AND RESPONSIBILITIES**

### **14 CHARITY TRUSTEES' GENERAL AUTHORITY**

- 14.1 Subject to the constitution, the charity trustees are responsible for the management and control of the SCIO's activities to further its charitable purposes, for which purpose they may exercise all the powers of the SCIO.
- 14.2 All powers and actions by the charity trustees shall be restricted by and subject to clauses 7, 9 and 16.

### **15 POWERS OF THE BOARD**

- 15.1 Except where this constitution states otherwise, the SCIO (and its assets and operations) will be managed by the board; and the board may exercise all the powers of the SCIO.
- 15.2 A meeting of the board at which a quorum is present may exercise all powers exercisable by the board.
- 15.3 The members may, by way of a resolution passed in compliance with clause 31.8 (requirement for two-thirds majority), direct the board to take any particular step or direct the board not to take any particular step; and the board shall give effect to any such direction accordingly.

### **16 CHARITABLE DECLARATION AND CONFLICT OF INTEREST**

- 16.1 It is declared that the assets of the SCIO shall only be applied for charitable purposes and the charity trustees shall:
- 16.1.1 act in accordance with the 2005 Act; and
  - 16.1.2 do nothing to prevent the SCIO qualifying and continuing to qualify as charitable.
- 16.2 Without prejudice to the foregoing, each of the charity trustees shall, in exercising his powers and duties as a charity trustee, act in the interests of the SCIO. In doing so:
- 16.2.1 the charity trustees must seek, in good faith, to ensure that the charity trustees act in a manner which is in accordance with the purposes of the SCIO and act with the care and diligence which it is reasonable to expect of a person who is managing the affairs of another person; and
  - 16.2.2 in circumstances giving rise to the possibility of a conflict of interest between the SCIO and any other party, each charity trustee:
    - a. must put the interests of the SCIO before those of the other party; or
    - b. where any other duty or interest prevents him/her from doing so, he must disclose the conflicting duty or interest to his fellow charity trustees and refrain from participating in any discussions or decisions with regard to the matter in question.
- 16.3 All of the charity trustees must take such steps as are reasonably practicable for the purpose of ensuring:

16.3.1 that any breach of any duties under the 2005 Act by a charity trustee is corrected by the charity trustee concerned and not repeated; and

16.3.2 that action is commenced in accordance with clause 12 to remove any charity trustee who has been in serious and persistent breach of duties under the 2005 Act.

16.4 Each of the charity trustees must ensure that (a) he complies, and (b) the SCIO complies with any direction, requirement or notice imposed in terms of the 2005 Act.

## **17 CHARITY TRUSTEES MAY DELEGATE**

17.1 Subject to the constitution, the charity trustees may delegate any of the powers which are conferred on them under the constitution to such person, committee or subcommittee, by such means (including by power of attorney), to such an extent, in relation to such matters or territories and on such terms and conditions as they think fit.

17.2 The charity trustees may revoke any delegation in whole or part, or alter its terms and conditions.

17.3 When delegating powers under this clause 17, the charity trustees must set out appropriate conditions (which must include an obligation to report regularly to the charity trustees).

17.4 Any delegation of powers under this clause 17 may be revoked or altered by the charity trustees at any time.

17.5 Notwithstanding the power to delegate, the overall governance and legal responsibility rests with the charity trustees.

## **18 COMMITTEES**

18.1 The charity trustees may delegate any of their powers to sub-committees. A subcommittee will include at least one charity trustee. Other members of a subcommittee need not be charity trustees.

18.2 The rules of procedure for each sub-committee, and the provisions relating to membership of each sub-committee, shall be set by the board.

18.3 The charity trustees may establish committees covering issues such as community consultation, financial and such other committees as the charity trustees consider appropriate.

## **19 OFFICE BEARERS**

19.1 The charity trustees may elect (from among themselves and in terms consistent with clause 23) office-bearers, if they consider that appropriate.

19.2 All of the office-bearers will cease to hold office with effect from the end of each financial year of the SCIO, but may then be re-elected under clause 19.1, with the exception of the first chairman of the SCIO who shall hold office in accordance with clause 10.

## **20 MINUTES**

- 20.1 The charity trustees must ensure that proper minutes are kept in relation to all charity trustees' meetings, members' meetings and meetings of sub-committees.
- 20.2 All minutes of meetings must include the names of those present, and (so far as possible) should be signed by the chairman of the meeting.

## **21 REGISTER OF CHARITY TRUSTEES AND MEMBERS**

- 21.1 In terms of Regulations 3 and 5 of the SCIO Regulations the charity trustees must keep a register of charity trustees and members, setting out:
- 21.2 for each current charity trustee or member:
- his/her/its (nominated representative) full name and address;
  - the date on which he/she/it was registered as a member of the SCIO; and
  - the category of membership into which he/she/it falls.
- 21.3 for each former charity trustee or member - for at least six years from the date on he/she/it ceased to be a charity trustee or member:
- his/her/its (nominated representative) name; and
  - the date on which he/she/it ceased to be a member.

## **CHARITY TRUSTEES' MEETINGS AND DECISION MAKING**

### **22 CALLING A CHARITY TRUSTEES' MEETING**

- 22.1 At least 14 days' notice must be given by the chairman of the SCIO or by two charity trustees of each charity trustees' meeting (so as to comply with regulation 8 of the SCIO Regulations), unless (in the opinion of the person calling the meeting) there is a degree of urgency which makes that inappropriate.
- 22.2 Notice of a charity trustees' meeting must be given to each charity trustee, but need not be in writing.
- 22.3 Notice of a charity trustees' meeting need not be given to charity trustees who waive their entitlement to notice of that meeting, by giving notice to that effect to the SCIO not more than 7 days after the date on which the meeting is held. Where such notice is given after the meeting has been held, that does not affect the validity of the meeting, or of any business conducted at it.

### **23 DECISION-MAKING BY CHARITY TRUSTEES**

- 23.1 No valid decisions (other than the appointing of a chairman in terms of clause 23.4) can be taken at a charity trustees' meeting unless a quorum is present; the quorum for charity trustees' meetings is one-half (rounded up to the nearest whole number) of the actual number of charity trustees at the time of the meeting.
- 23.2 If at any time the number of charity trustees falls below the number stated as the quorum in clause 23.1, the remaining charity trustee(s) will have power to fill the vacancies, but will not be able to take any other valid decisions.
- 23.3 The chairman of the SCIO shall chair the meeting if present and willing to do so.
- 23.4 If the chairman of the SCIO is not present within 15 minutes after the time at which the meeting was due to start (or is not willing to act as chairman), the charity trustees present at the meeting must elect (from among themselves) the person who will act as chairman of that meeting ("chairman of the meeting").
- 23.5 Every charity trustee has one vote, which must be given personally. A charity trustee may participate in a meeting by means of telephone or similar conference communications equipment whereby all the charity trustees participating in the meeting can communicate with each other and the charity trustees participating in a meeting in this manner shall be deemed to be present in person at such meeting. For the avoidance of doubt a decision (in terms of clause 23.7) can be constituted by, for example, an exchange of emails.
- 23.6 Except where the constitution or the 2005 Act states that a higher threshold should apply, all decisions at board meetings will be made by majority vote.
- 23.7 If there are an equal number of votes for and against any resolution, the chairman of the meeting will be entitled to a second (casting) vote.
- 23.8 The charity trustees may, at their discretion, allow any person to attend and speak at a charity trustees' meeting notwithstanding that he is not a charity trustee, but on the basis that he must not participate in decision-making.

- 23.9 The charity trustees must ensure that proper minutes are kept in relation to all charity trustees' meetings, members' meetings and meetings of sub-committees.
- 23.10 All minutes of meetings must include the names of those present, and (so far as possible) should be signed by the chairman of the meeting.

## **24 PARTICIPATION IN CHARITY TRUSTEES' MEETINGS**

- 24.1 Subject to the constitution, charity trustees participate in a charity trustees' meeting, or part of a charity trustees' meeting, when:
- 24.1.1 the meeting has been called and takes place in accordance with the constitution; and
  - 24.1.2 they can each communicate to the others any information or opinions they have on any particular item of the business of the meeting.
- 24.2 In determining whether or not charity trustees are participating in a charity trustees' meeting, it is irrelevant where any charity trustee is or how they communicate with each other.
- 24.3 If all the charity trustees participating in a meeting are not in the same place, they may decide that the meeting is to be treated as taking place wherever any of them is.

## **25 CHARITY TRUSTEES' DISCRETION TO MAKE FURTHER RULES**

- 25.1 Subject to the constitution, the charity trustees may make any rule which they think fit about how they take decisions, and about how such rules are to be recorded or communicated to charity trustees.

## PART 3

### MEMBERS

#### BECOMING AND CEASING TO BE A MEMBER

##### 26 ELIGIBILITY FOR MEMBERSHIP

- 26.1 Full membership is open to any person who resides in the community and who demonstrates a commitment to further the purposes of the SCIO as set out in paragraph 7 of the constitution. Associate membership is open to any individual and organisation who demonstrates a commitment to further the purposes of the SCIO as set out in paragraph 7 of the constitution and meets the criteria of Associate Member under clause 26.5.
- 26.2 Members are individuals or representatives of organisations who attend meetings, offer comment, consultation, support, guidance or expertise and may take part in activities as deemed appropriate by the charity trustees.
- 26.3 The charity trustees shall have the power to create different categories of membership with different responsibilities attached thereto. There shall be categories of membership as noted here:
- 26.4 **Full Members** - open to any individual aged 16 years or over who:
- 26.4.1 is ordinarily resident in the Community,
  - 26.4.2 Full Members are eligible to vote in members' meetings.
  - 26.4.3 Full Members are eligible to stand for election to the Board of Trustees.
- 26.5 **Associate Members** - shall be open to individuals who are not ordinarily resident in the Community, at the discretion and approval of the trustees, may be eligible as Associate Members.
- 26.5.1 For example - individuals or nominees who work, volunteer, support and can demonstrate a genuine commitment and affinity for the Community.
  - 26.5.2 Any third sector or community organisation operating in the community.
  - 26.5.3 Any public or private sector organisation operating in the community
  - 26.5.4 Associate Members are NOT eligible to stand for election to the Board nor are they eligible to vote in members' meetings.
- 26.6 **Junior Members** – shall be open to those individuals aged between 12 and 15 (whether or not they are ordinarily resident in the Community) who have an interest in the organisation and who support the objects and activities of the SCIO.
- 26.6.1 Junior Members are NOT eligible to stand for election to the Board nor are they eligible to vote at any members' meeting.

- 26.7 Employees of the SCIO are not eligible for membership; a person who becomes an employee of the SCIO after admission to membership shall automatically cease to be a member.
- 26.8 Minimum number of members:
- 26.8.1 The minimum number of members is 20;
  - 26.8.2 At least three-quarters of the members must, at all times, be **Full Members**.
  - 26.8.3 In the event that either or both of these requirements cease to be met through a reduction in the number of members or a reduction in the proportion of Full Members included within the membership, the board may not conduct any business other than to ensure the admission of sufficient members (or, as the case may be, Full Members) to ensure that those requirements are met once more.
- 26.9 Full Members shall have all rights afforded to members in this constitution, the 2005 Act and the SCIO Regulations.
- 26.10 Associate and Junior Members shall have such rights and may take part in activities as deemed appropriate by the charity trustees.
- 26.11 In accordance with 26.4.1, at all times the majority of full members consist of members of the community and being members of the community have control of the body.

## **27 APPLICATION FOR MEMBERSHIP**

- 27.1 Any person who wishes to become a member must sign, and lodge with the SCIO, a written application (or application via website form) for membership) nominated representative applications must be signed by an appropriately authorised officer of that organisation. The nominee will remain as the representative of that organisational member until the board is advised otherwise.
- 27.2 The board may not refuse to admit any individual or nominee, that meets the qualifying criteria to membership.

## **28 SUBSCRIPTIONS ETC**

- 28.1 The SCIO shall have the power to accept subscriptions, grants, donations, gifts, legacies and endowments of all kinds, either absolutely or conditionally or in trust for any of the purposes of the organisation and take such steps (by way of personal or written appeals, public meetings or otherwise, including for the avoidance of doubt the appointment of professional fundraisers) as may be deemed expedient for procuring contributions to the funds of the organisation, whether by way of subscriptions (set having regard to section 8(2)(b) of the 2005 Act), grants, loans, donations or otherwise.

## **29 TERMINATION OF MEMBERSHIP**

- 29.1 A member may withdraw from membership of the SCIO by giving 7 days' notice to the SCIO in writing.

- 29.2 Membership is not transferable.
- 29.3 A person's membership terminates when that person dies or becomes bankrupt or compounds with his creditors or his estate is sequestrated.
- 29.4 A member who is not an individual shall cease to be a member of the SCIO upon:
- 29.4.1 (if a partnership) the firm passing a resolution to wind up or otherwise being dissolved or becoming bankrupt or compounding with its creditors;
  - 29.4.2 (if a company) passes a resolution to wind up or has a winding up petition presented against it (and not subsequently dismissed within twenty-eight days) or a receiver or administrative receiver or liquidator or administrator or other statutory manager being appointed in respect of any of its assets; or
  - 29.4.3 (if a body corporate other than a partnership or company including without limitation bodies corporate established pursuant to Acts of Parliament or Royal Charter) the body corporate being wound up or dissolved or becoming bankrupt or compounding with its creditors.
- 29.5 A member may be expelled from membership (e.g. for unreasonable behaviour, bringing the SCIO into disrepute, ceases to meet the eligibility clauses of membership) by way of a resolution passed by not less than two thirds of those present and voting at a members' meeting, providing the following procedures have been observed:
- 29.5.1 at least 21 days' notice of the intention to propose the resolution must be given to the member concerned, specifying the grounds for the proposed expulsion;
  - 29.5.2 the member concerned will be entitled to be heard on the resolution at the members' meeting at which the resolution is proposed.
  - 29.5.3 If an application has been refused, an appeal may be made in writing to the board, who shall consider the appeal at its next meeting after the appeal is received, and who shall respond in writing to the applicant within 21 days of the meeting. The decision on such appeals is final.

## ORGANISATION OF MEMBERS' MEETINGS

### 30 ORGANISING A MEMBERS' MEETING

- 30.1 The charity trustees must arrange an Annual General meeting of the members (an AGM) in each calendar year.
- 30.2 The gap between one members' meeting and the next must not be longer than 15 months.
- 30.3 A members' meeting does not need to be held during the calendar year in which the SCIO is formed; but the first members' meeting must still be held within 15 months of the date on which the SCIO is formed.
- 30.4 At least 14 days' notice must be given of each members' meeting.
- 30.5 Notice of a members' meeting must be given to each member but need not be in writing.

### 31 BUSINESS AT THE ANNUAL GENERAL MEETING (AGM)

- 31.1 The chairman of the SCIO shall chair the AGM if present and willing to do so.
- 31.2 If the chairman is not present within 15 minutes after the time at which the meeting was due to start (or is not willing to act as chairman), the charity trustees present at the meeting must elect (from among themselves) the person who will act as chairman of that meeting ("chairman of the meeting").
- 31.3 The business of each AGM meeting must include:
  - 31.3.1 a report by the chairman of the meeting on the activities of the organisation;
  - 31.3.2 consideration of the annual accounts of the organisation; and
  - 31.3.3 the election/re-election/ratification of charity trustees.
- 31.4 No valid decisions (other than the appointing of a chairman of the meeting in terms of clause 31.2) can be taken at a members' meeting unless a quorum is present; the quorum for members' meetings shall be the lesser of **10 full members** or 50% of all members eligible to vote (rounded up to the nearest whole number) present in person or by proxy.
- 31.5 If a quorum is not present within 15 minutes after the time at which the AGM was due to commence, or of during a general meeting, a quorum ceases to be present – the general meeting shall stand adjourned to such time and place as may be fixed by the chair or the meeting.
- 31.6 Every full member has one vote which shall be given personally.
  - 31.6.1 No objection shall be raised to the qualification of any voter except at the meeting or adjourned meeting at which the vote objected to is tendered, and every vote not disallowed at the meeting shall be valid. Any objection made in due time shall be referred to the chairman of the meeting whose decision shall be final and conclusive.

- 31.7 Except where the constitution or the 2005 Act states that a higher threshold should apply, all decisions at members' meetings will be made by majority vote.
- 31.8 If there are an equal number of votes for and against any resolution, the chairman of the meeting will be entitled to a second (casting) vote.
- 31.9 The following resolutions will be valid only if passed by not less than two thirds of those voting on the resolution at a members' meeting (or if passed by way of a written resolution under clause 33):
- 31.9.1 a resolution amending the constitution;
  - 31.9.2 a resolution expelling a person from membership;
  - 31.9.3 a resolution directing the board to take any particular step (or directing the board not to take any particular step);
  - 31.9.4 a resolution approving the amalgamation of the organisation with another SCIO (or approving the constitution of the new SCIO to be constituted as the successor pursuant to that amalgamation);
  - 31.9.5 a resolution to the effect that all the organisation's property, rights and liabilities should be transferred to another SCIO (or agreeing to the transfer from another SCIO of all of its property, rights and liabilities);
  - 31.9.6 a resolution for the winding up or dissolution of the organisation.
- 31.10 The charity trustees must ensure that proper minutes are kept in relation to all members' meetings.

## **32 CONVENING AN EXTRAORDINARY GENERAL MEETING (EGM)**

- 32.1 No fewer than one-third of the Trustees may convene an EGM whenever they think fit.
- 32.2 The board must convene an EGM within 28 days of a valid requisition. To be valid, such requisition must:
- 32.2.1 be signed by not less than 5% of the full members;
  - 32.2.2 clearly state the objects of the meeting; and
  - 32.2.3 be deposited with the SCIO.
- 32.3 Such requisition may consist of several documents in like form each signed by one or more members.
- 32.4 Any such meeting convened in terms of this Clause 32 shall not be an AGM.

## **33 WRITTEN RESOLUTIONS BY MEMBERS**

- 33.1 A resolution agreed to in writing (or by e-mail) by all the full members will be as valid as if it had been passed at a members' meeting; the date of the resolution will be taken to be the date on which the last full member agreed to it.

## **PART 4**

### **ACCOUNTS, ADMINISTRATIVE, DISSOLUTION AND ALTERATIONS TO THE CONSTITUTION**

#### **34 ACCOUNTS AND INDEPENDENT EXAMINATION**

- 34.1 Except as provided by law or authorised by the charity trustees by a resolution, no person is entitled to inspect any of the SCIO's accounting or other records or documents merely by virtue of being a member. The charity trustees shall publish the annual accounts, which have been submitted to OSCR in terms of the Accounts Regulations, within one month of their submission. The charity trustees may determine the appropriate method of publication, which shall until determined otherwise be by way of publication on the SCIO's website.
- 34.2 The charity trustees shall comply with the provisions of the Accounts Regulations.
- 34.3 The Chartered Accountant (or firm) or Independent Examiner shall have access to all papers, books, vouchers, accounts and documents relating to the SCIO.

#### **35 DISSOLUTION/ WINDING UP**

- 35.1 If the SCIO is to be wound up or dissolved, any surplus funds or assets of the body after covering its running costs are to be applied for the benefit of the Ferguslie Park Community..
- 35.2 For the avoidance of doubt, the charity trustees' decision is subject to any requirement(s) under the SCIO Regulations and/or requirement to seek consent under the 2005 Act.

#### **36 ALTERATIONS TO THE CONSTITUTION**

- 36.1 In terms of section 63 of the 2005 Act the constitution may be altered by a resolution passed by at least two thirds of those members of the SCIO who voted, providing at least two thirds of the charity trustees voted in favour of the resolution.
- 36.2 Any alteration to the constitution shall be made in accordance with the requirement of the 2005 Act to obtain consent from and/or notify OSCR.

For further information please contact

Chairperson  
Ferguslie Community Development Trust

Emails: [info@ferguslicdt.org.uk](mailto:info@ferguslicdt.org.uk)

Tel: [REDACTED]

***Note: The Changes made to the constitution were carried out in line with the constitution at the November AGM of 2023***