

Melvich Community SCIO

Update for Melvich Community Council:
20th January 2022

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**Registered
SCIO
SC050942**



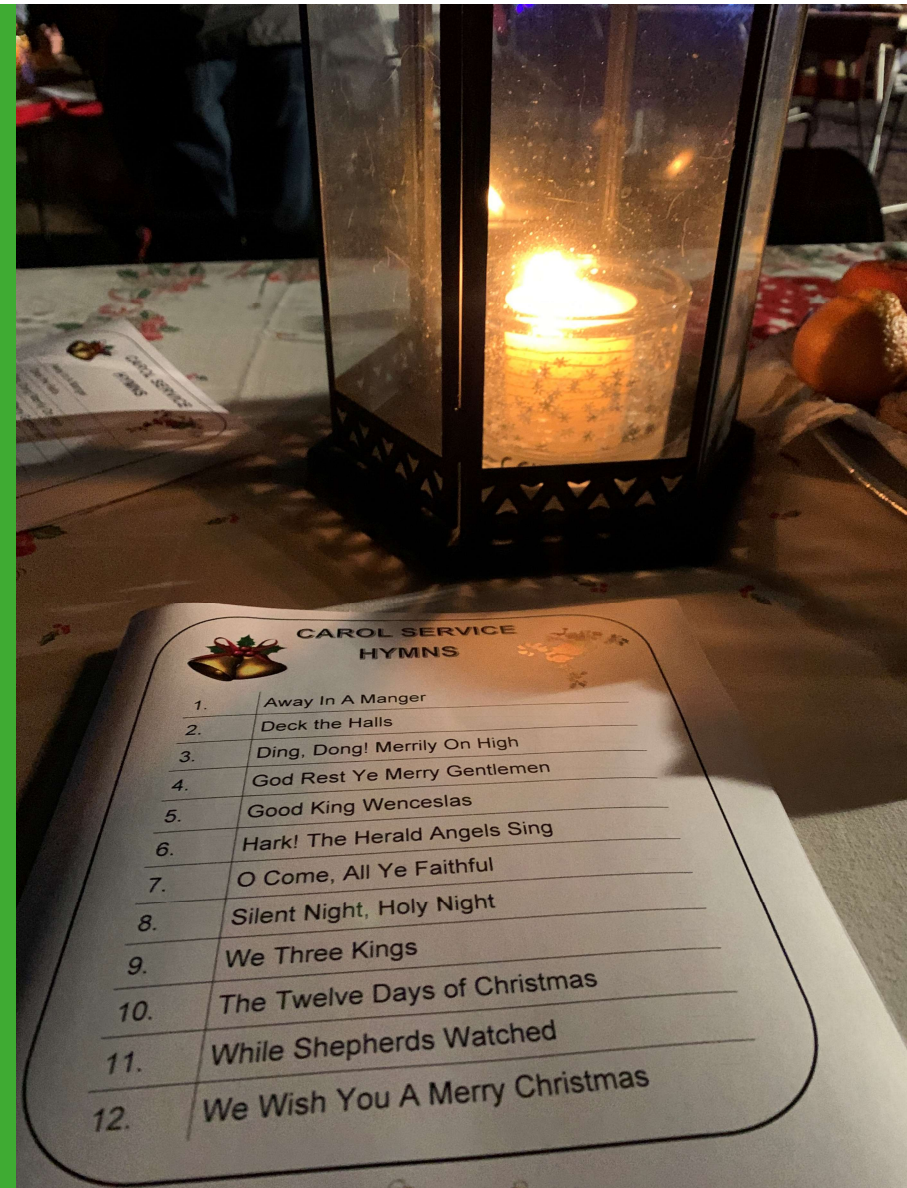
Charitable object

"To provide, or assist in the provision of, facilities for the recreation or other leisure-time occupation, in the interest of social welfare in an effort to improve the conditions of life of the inhabitants of the district of Bighouse, Melvich, Portskerra, Golval and Kirkton, all in the Parish of Farr."



Micro-grants

- Thank you for the £500 received as a contribution towards providing benches for the Community Growing Project at the site of the former village hall.
- Thank you for the £150 received as a contribution towards providing catering on 21/12/21 for those that attended a festive carol singing event. Around 50 people attended.





Progress since last Community Council meeting:

- First AGM held (23rd November 2021).
- Outputs from Melvich community hub specification workshop plus other information received from other individuals/groups collated.
- Information on specification aspects for feedback compiled and distributed to community.
- Surface at old hall site compacted with additional hard core. Christmas tree erected for festive period.
- Community growing project progressing ordering various items for use on the site of the former village hall.
- Dissolution of Melvich Village Hall Association completed.
- Funding secured for purchase of land adjacent to former village hall.
- Boundaries of land for purchase agreed & delineated.



Approximate extent of land in process of being purchased by Melvich Community SCIO

Approximate extent of land already owned by Melvich Community SCIO

Approximate extent of planned community asset transfer



Work planned in coming months:

- Complete legal process to transfer land adjacent to the former village hall (completion expected end 03/2022).
- Perform consultation on community asset transfer of public toilets then progress with evidence.
- Compile feedback on specification aspects of new facility from our community (closing date for responses extended to 31st January 2022).
- Commence community growing project on site of former village hall (ready for Spring 2022).
- Develop specification for tendering design phase of new facility (considering using RIBA stages 0-6).



RIBA Plan of Work 2020

The RIBA Plan of Work organises the process of briefing, designing, delivering, maintaining, operating and using a building into eight stages. It is a framework for all disciplines on construction projects and should be used solely as guidance for the preparation of detailed professional services and building contracts.

Stage Boundaries:

Stages 0-4 will generally be undertaken one after the other.

Stages 4 and 5 will overlap in the Project Programme for most projects.

Stage 5 commences when the contractor takes possession of the site and finishes at Practical Completion.

Stage 6 starts with the handover of the building to the client immediately after Practical Completion and finishes at the end of the Defects Liability Period.

Stage 7 starts concurrently with Stage 6 and lasts for the life of the building.

Planning Note:

Planning Applications are generally submitted at the end of Stage 3 and should only be submitted earlier when the threshold of information required has been met. If a Planning Application is made during Stage 3, a mid-stage gateway should be determined and it should be clear to the project team which tasks and deliverables will be required. See Overview guidance.

Procurement:

The RIBA Plan of Work is procurement neutral – See Overview guidance for a detailed description of how each stage might be adjusted to accommodate the requirements of the Procurement Strategy.

- ER Employer's Requirements
- CP Contractor's Proposals



	0 Strategic Definition	1 Preparation and Briefing	2 Concept Design	3 Spatial Coordination	4 Technical Design	5 Manufacturing and Construction	6 Handover	7 Use
	← Projects span from Stage 1 to Stage 6; the outcome of Stage 0 may be the decision to initiate a project and Stage 7 covers the ongoing use of the building. →							
Stage Outcome at the end of the stage	The best means of achieving the Client Requirements confirmed <small>If the outcome determines that a building is the best means of achieving the Client Requirements, the client proceeds to Stage 1</small>	Project Brief approved by the client and confirmed that it can be accommodated on the site <small>The brief remains 'live' during Stage 2 and is developed in response to the Architectural Concept</small>	Architectural Concept approved by the client and aligned to the Project Brief <small>The brief remains 'live' during Stage 2 and is developed in response to the Architectural Concept</small>	Architectural and engineering information Spatially Coordinated	All design information required to manufacture and construct the project completed <small>Stage 4 will overlap with Stage 5 on most projects</small>	Manufacturing, construction and Commissioning completed <small>There is no design work in Stage 5 other than responding to Site Queries</small>	Building handed over, Aftercare initiated and Building Contract concluded	Building used, operated and maintained efficiently <small>Stage 7 starts concurrently with Stage 6 and lasts for the life of the building</small>
Core Tasks during the stage	Prepare Client Requirements Develop Business Case for feasible options including review of Project Risks and Project Budget Ratify option that best delivers Client Requirements Review Feedback from previous projects Undertake Site Appraisals <small>Project Strategies might include: - Conservation (if applicable) - Cost - Fire Safety - Health and Safety - Inclusive Design - Planning - Plan for Use - Procurement - Sustainability</small> <small>See RIBA Plan of Work 2020 Overview for detailed guidance on Project Strategies</small>	Prepare Project Brief including Project Outcomes and Sustainability Outcomes , Quality Aspirations and Spatial Requirements Undertake Feasibility Studies Agree Project Budget Source Site Information including Site Surveys Prepare Project Programme Prepare Project Execution Plan <small>No design team required for Stages 0 and 1. Client advisers may be appointed to the client team to provide strategic advice and design thinking before Stage 2 commences.</small>	Prepare Architectural Concept incorporating Strategic Engineering requirements and aligned to Cost Plan , Project Strategies and Outline Specification Agree Project Brief Derogations Undertake Design Reviews with client and Project Stakeholders Prepare stage Design Programme	Undertake Design Studies , Engineering Analysis and Cost Exercises to test Architectural Concept resulting in Spatially Coordinated design aligned to updated Cost Plan , Project Strategies and Outline Specification Initiate Change Control Procedures Prepare stage Design Programme <small>Specialist subcontractor designs are prepared and reviewed during Stage 4</small>	Develop architectural and engineering technical design Prepare and coordinate design team Building Systems information Prepare and integrate specialist subcontractor Building Systems information Prepare stage Design Programme <small>Specialist subcontractor designs are prepared and reviewed during Stage 4</small>	Finalise Site Logistics Manufacture Building Systems and construct building Monitor progress against Construction Programme Inspect Construction Quality Resolve Site Queries as required Undertake Commissioning of building Prepare Building Manual <small>Building handover tasks bridge Stages 5 and 6 as set out in the Plan for Use Strategy</small>	Hand over building in line with Plan for Use Strategy Undertake review of Project Performance Undertake seasonal Commissioning Rectify defects Complete initial Aftercare tasks including light touch Post Occupancy Evaluation	Implement Facilities Management and Asset Management Undertake Post Occupancy Evaluation of building performance in use Verify Project Outcomes including Sustainability Outcomes <small>Adaptation of a building (at the end of its useful life) triggers a new Stage 0</small>
Core Statutory Processes during the stage:	Strategic appraisal of Planning considerations <small>Planning Building Regulations Health and Safety (CDM)</small>	Source pre-application Planning Advice Initiate collation of health and safety Pre-construction Information	Obtain pre-application Planning Advice Agree route to Building Regulations compliance Options: submit outline Planning Application	Review design against Building Regulations Prepare and submit Planning Application <small>See Planning Note for guidance on submitting a Planning Application earlier than at end of Stage 3</small>	Submit Building Regulations Application Discharge pre-commencement Planning Conditions Prepare Construction Phase Plan Submit form F10 to HSE if applicable	Carry out Construction Phase Plan Comply with Planning Conditions related to construction	Comply with Planning Conditions as required	Comply with Planning Conditions as required
Procurement Route	Traditional Design & Build 1 Stage Design & Build 2 Stage Management Contract Construction Management Contractor-led							
Information Exchanges at the end of the stage	Client Requirements Business Case	Project Brief Feasibility Studies Site Information Project Budget Project Programme Procurement Strategy Responsibility Matrix Information Requirements	Project Brief Derogations Signed off Stage Report Project Strategies Outline Specification Cost Plan	Signed off Stage Report Project Strategies Updated Outline Specification Updated Cost Plan Planning Application	Manufacturing Information Construction Information Final Specifications Residual Project Strategies Building Regulations Application	Building Manual including Health and Safety File and Fire Safety Information Practical Completion certificate including Defects List Asset Information <small>If Verified Construction Information is required, verification tasks must be defined</small>	Feedback on Project Performance Final Certificate Feedback from light touch Post Occupancy Evaluation	Feedback from Post Occupancy Evaluation Updated Building Manual including Health and Safety File and Fire Safety Information as necessary

Core RIBA Plan of Work terms are defined in the RIBA Plan of Work 2020 Overview glossary and set in Bold Type

Further guidance and detailed stage descriptions are included in the RIBA Plan of Work 2020 Overview

© RIBA 2020

Fund-raising ongoing

100 Club launched. 51 tickets entered into third draw (December 2021).

Next draw 26th January 2022.

smile.amazon.co.uk

Amazon Smile now set up. Please encourage Amazon users to consider setting up Melvich Community SCIO to receive donations.



Melvich Community SCIO 100 Club

December 2021 draw winners:

£91.80 - #6 Fraser & Fiona Organ

£45.90 - #12 Pam Marchant

£15.30 - #2 Marilyn Fling

Congratulations to all the winners. We will be in touch to organise distribution of prizes.



Text / SMS donations:

To donate £1, text NTPN01 to 70201

To donate £3, text NTPN01 to 70331

To donate £5, text NTPN01 to 70970

To donate £10, text NTPN01 to 70191

Donations can be made at:

<http://easydonate.org/NTPN01>



Any comments / questions ?



For more information, please visit www.melvichcommunityscio.org
or email us at secretary@melvichcommunityscio.org