OSCR Scottish Charity Regulator www.oscr.org.uk Registered Charity SC029590

Melvich Village Hall Association,
Melvich Village Hall, Melvich,
Sutherland, KW14 7YJ

Options Assessment Report

Date approved for release: 12/04/2021

1. Introduction

Melvich Village Hall Association (MVHA) is an unincorporated registered charity and our object is "*To provide, or assist in the provision of, facilities for the recreation of 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.*"

MVHA conducted a public consultation exercise in early 2020 and shared the results of that consultation with our community in late 2020. It was noted that the condition of the hall was one of the main reasons for people not using the hall more often than they do.

Opinions from members of the community were gathered during this consultation exercise and on our open day held in February 2020. At the open day, the approved June 2019 hall renovation plans were shown to those that attended. Despite the plans offering an improvement to the community asset, there were significant calls from the respondents for the building to be replaced and made fit for purpose with upgraded communications and facilities to ensure that it could serve the community's needs long into the future.

The trustees of MVHA have listened to the community's concerns and we committed to conduct an options assessment.

It was decided to perform this options assessment using a multi attribute decision analysis (also known as a multi criteria analysis) technique as there were various factors that needed considered appropriately for the various option permutations available to MVHA.

This report summarises the options assessment conducted and its outcome. The objective of the options assessment was to provide an informed assessment of the most appropriate course of action to pursue in order to deliver MVHA's charitable object with respect to the Melvich Village Hall community asset. The outcome presented in this report provides the Trustees of MVHA with a clear way forward for the future.

The Trustees of MVHA were concerned that the charity is unincorporated and resolutions were appropriately approved at a public meeting (a Special General Meeting of MVHA) in January 2021 to permit the Trustees to transition the charities assets and liabilities to an incorporated charity. At the time of writing this options assessment report, the application to form "Melvich Community SCIO" has been submitted to the Office of the Scottish Charity Regulator (OSCR) and is awaiting their consideration/approval. The charitable object of Melvich Community SCIO is the same as MVHA's charitable object. It is intended that Melvich Community SCIO will progress the outcome of this report however MVHA will look to progress any enabling tasks that the Trustees agree are appropriate and within the level of liability they are prepared to accept.

2. Background information on Melvich Village Hall

The village hall is currently closed due to COVID-19 and due to remedial works being required. MVHA have reduced expenditure so far as reasonably practicable and have been using our limited reserves to pay for essential expenditure (e.g. insurance, electricity, etc).

In order to inform the options assessment MVHA Trustees commissioned an independent asbestos condition survey of the hall and a structural condition survey of the hall.

A copy of the asbestos condition survey and/or the structural condition survey are available upon request.

The asbestos condition survey identified that there is chrysotile asbestos in the external profiled sheets of the hall. Although these pose a very low risk to health if left undisturbed, it was recommended in the report that the asbestos containing material be removed.

The structural condition survey was independently performed by Arch Henderson LLP. The report states:

"*It is apparent from a visual inspection that the building is in a poor physical condition and it suffers from the following structural defects:*

- *Ineffective/damaged roof cladding*
- *Ineffective/damaged wall cladding*
- *Excessive local settlement/movement to roof trusses*
- *Main load-bearing walls out of plumb*
- *Ingress of soils along western elevation*
- *Rotted floor construction to lean-to section*
- *Damaged/ineffective rainwater goods*
- *Rotted doors, windows & fascia boards*
- *Negligible provision of thermal insulation.*

It is additionally noted that the building does not satisfy current Building Standards in respect of accessibility.

Despite its generally poor condition, it is believed that the building does not possess any critical structural conditions which present an immediate threat to stability. It is therefore considered that there is no risk of collapse at present, and the building may remain in service for the time being."

The report gave an extensive list of remedial recommendations which would need to be implemented to restore the building to an acceptable condition and level of performance. The report concluded "*Given the significant age of the building and the considerable extent of the defects, consideration should be given to a new-build rather than a refurbishment. The existing building footprint may not be most conducive to a modern layout and it is believed that there may be significant*

advantages to be gained from a new site location, including an improved internal layout and an increased set-back from the A836."

3. Community need for a village hall

Through our community engagement it was clear that there is a strong appetite in the community for a central point where social gatherings, leisure activities and events can occur – a "Community Hub".

Some initial information gathering has been performed on specifications of what is needed at this Hub and in summary the community wishes included the following:

- Hall area for fitness activities, ceilidhs, discos, social gatherings, music events, mental health cafes, etc;
- Accessible safe sustainable facility for all age groups and physical needs (with suitable toilet facilities);
- Meeting room(s) for committees and businesses to book/use;
- Suitable inclusive kitchen area for catering at events (+ cooking classes + base for potential meals on wheels service);
- Provision of small office area(s) to assist those struggling to work from home and/or to be a potential office for micro/small businesses to use for staff to be based at and/or computers for use by community/tourists;
- Help to address needs for tourists on NC500 (e.g. waste disposal, laundry, showers, WiFi, etc);
- Clear need for a central point that can be used to improve resilience within the community (e.g. able to have power during prolonged power cuts);
- Adequate car parking provision and suitable pedestrian/traffic separation;
- Flexible adaptable inclusive facility to help with the evolving needs of the local community (all age groups).

Whilst the above list of needs/wants is not exhaustive, it is felt sufficiently detailed to inform the strategic level options assessment.

4. Multi attribute decision analysis process

To complete the options assessment, it was decided that a multi attribute decision analysis process would be followed. Ideally this process would have been performed in person between the MVHA trustees, members of the community and other interested stakeholders however, due to the restrictions in place due to COVID-19, the process was conducted over a series of Zoom meetings with follow up email correspondence to keep all interested parties involved if they had been unable to attend one of the meetings.

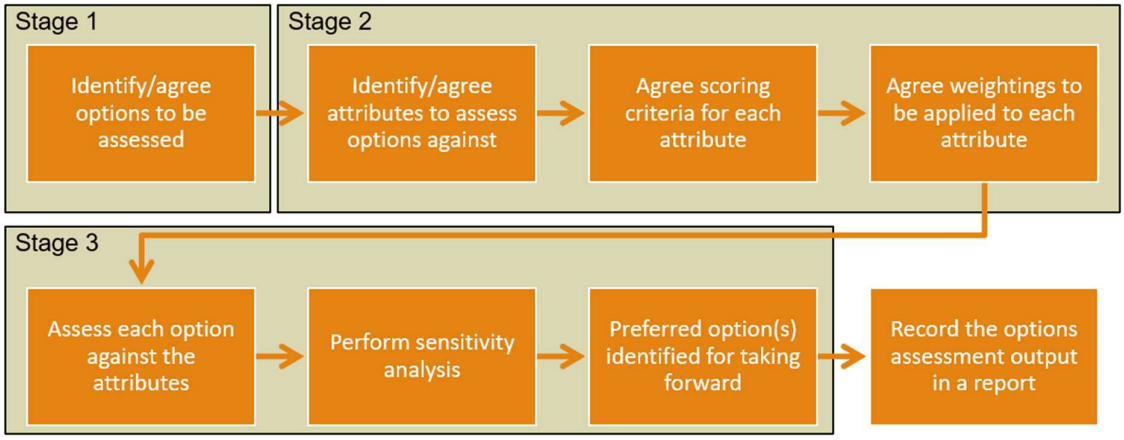
Multiple attribute decision analysis, also known as multiple criteria decision making or multiple criteria decision analysis, is a technique that explicitly evaluates multiple conflicting attributes (or criteria) in decision making. Conflicting criteria are typical in evaluating options: cost or price is usually one of the main criteria, and

some measure of quality is typically another criterion, easily in conflict with the cost. In purchasing a car, cost, comfort, safety, and fuel economy may be some of the main criteria we consider – it is unusual that the cheapest car is the most comfortable and the safest one.

In our daily lives, we usually weigh multiple attributes implicitly and may be comfortable with the consequences of such decisions that are made based on only intuition. On the other hand, when stakes are high, it is important to properly structure the problem and explicitly evaluate multiple criteria.

In making the decision of whether to build a new village hall or not, or to renovate the existing hall, etc, there are not only very complex issues involving multiple attributes, but there are also multiple parties who are deeply affected by the consequences.

Structuring complex problems well and considering multiple attributes explicitly leads to more informed and better decisions. MVHA's multiple attribute decision analysis for the village hall was broken down into three key stages as shown below.



This report summarises the output from each of these 3 stages and forms the formal output report of the options assessment.

5. Stage 1 – Options identification

The identification options commenced during 2020 with email correspondence between MVHA trustees and members. The options identified took into account any additional options proposed by members of the community during our February 2020 consultation event.

In total ten options were identified. These were aired at a special general meeting of MVHA in 11th January 2021 where members of the community were present.

The persons who attended the Zoom meeting on 11th January 2021 were David Hodge (MVHA), Bob Kerr (MVHA), Trudy Perry (MVHA), Margaret Mackay (MVHA), Gwyneth Perry (MVHA), Alan Murray (MVHA), Sandy Langmuir (MVHA), Linda Plater (MVHA), Suzanne Hodge (Member of Community), Myriam MacKinnon

(Member of Community), Eileen Bryant (Member of Community) and Catherine Simpson (Member of Community).

No additional options were identified and there were no options that could be ruled out as being invalid. Therefore all ten options were taken through to the subsequent stages.

The ten options could be grouped into the 4 general themes of either “Do nothing, “Closure”, “Renovation” or “New build”.

Option	Description	Grouping
A	Leave the hall as it is and restart using it.	Do nothing
B	Close the hall and never use it again.	Closure
C	Knock down existing hall and leave the ground levelled.	
D	Knock down exiting hall and build a Memorial garden in it's place	
E	Renovate existing hall and build the extension that we have planning permission for.	Renovation
F	Renovate existing hall to address current issues and not proceed with new extension.	
G	Knock down existing hall and build a replacement on the same footprint.	New build
H	Knock down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	
I	Construct new village hall at another location and leave the existing hall in place.	
J	Construct new village hall at another location and knock down existing hall.	

All of these options seemed self explanatory to those involved. To aid the understanding of those reading this report some further information is provided in the following appendices:

Appendix 1 – Layout of existing village hall

Appendix 2 – Planning permission plans approved in June 2019

Appendix 3 – Land adjacent to hall potentially available for sale

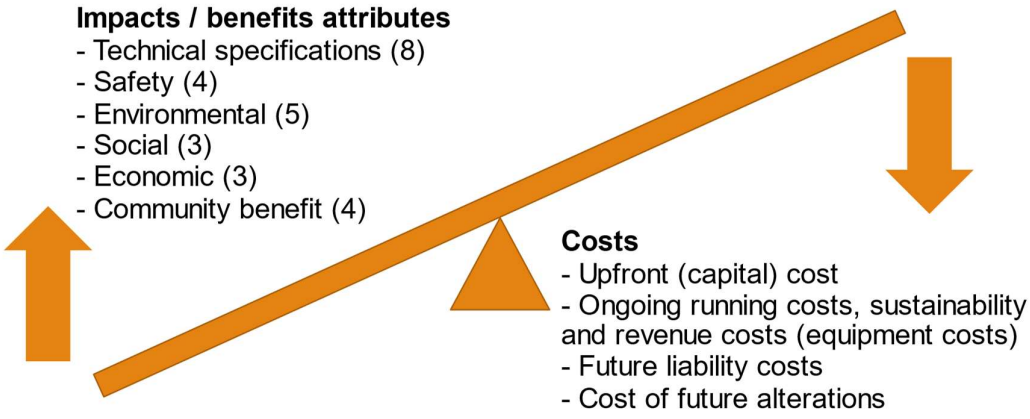
Appendix 4 – Nearby land potentially available for sale

6. Stage 2 – Attributes, scoring mechanism and attribute weightings

A Zoom meeting was held on the evening of 17th March 2021 to discuss the attributes, scoring mechanism and attribute weightings to be used in the options assessment when scoring the 10 options in phase 3.

The persons who attended this Zoom meeting were David Hodge (MVHA), Bob Kerr (MVHA), Trudy Perry (MVHA), Debbie Smith (MVHA), Les Armishaw (MVHA), Sandy Longmuir (MVHA), Linda Plater (MVHA), Gwyneth Perry (MVHA), Eileen Bryant (Member of Community), Suzanne Hodge (Member of Community), Catherine Simpson (Member of Community), Dawn Meston (Member of Community) and Simon Lee (Farr North Community Development Trust).

A total of 31 attributes, including sub-attributes, were identified and agreed by the attendees. These attributes were grouped as either cost related or ones that have a direct impact/benefit.



It was agreed at the Zoom meeting that the various options would be comparatively scored (on a scale of 0 to 10) against the various attributes and sub-attributes. The available option(s) which best meets the criteria was agreed to be awarded 10 points. The other options would then scaled from 0 to 10 such that any options that completely failed on all accounts to meet the criteria are scored 0. It was recognised that this would be a qualitative assessment and as such that a group consensus of the scoring would be appropriate to use. It was also agreed that where there is a case that someone did not agree with the consensus score then their alternative score would be noted for use in subsequent sensitivity analysis.

The full listing of attributes, sub-attributes and their relative weightings agreed on 17th March 2021 are shown in Appendix 5. These were distributed by email to the participants of the 17th March meeting and to those who had sent apologies but may be participating during stage 3 of the options assessment.

It was communicated that we would use the listing of attributes, sub-attributes and their relative weightings for scoring the various options against. It was also stated

that we would able to perform sensitivity analysis on the outcome of the options assessment. It was communicated that if anyone felt that different weighting percentages should be used against a set of attributes or sub-attributes then they should say. It was also requested that if anyone felt that we had missed out a strategic attribute or sub-attribute that is likely to differentiate between the options that should have been included then they were requested to state what it is, which category it fits in and how the relative weightings should be adjusted to accommodate this addition. No responses were received by the deadline given and therefore the Appendix 5 listing was taken through to Stage 3 on the basis that everyone was content with the consensus output communicated.

7. Stage 3 – Scoring of options

A Zoom meeting was held on 25th March 2021 to perform the scoring of the 10 options.

This meeting was attended by: David Hodge (MVHA), Bob Kerr (MVHA), Trudy Perry (MVHA), Alan Murray (MVHA), Alex Patience (MVHA), Margaret Mackay (MVHA), Debbie Smith (MVHA), Suzanne Hodge (Member of Community), Catherine Simpson (Member of Community), Dawn Meston (Member of Community) and Simon Lee (Farr North Community Development Trust).

In advance of this Zoom call, an excel spreadsheet had been pre-programmed to facilitate the entry of scores against each of the attributes and sub-attributes, apply the relevant weightings and provide a graphical representation of the output from the scoring.

Prior to scoring the options, all attendees were given a presentation to make sure that they were aware of the pertinent information for scoring the options and the process that we were following. A copy of this presentation is shown in Appendix 6.

All attendees confirmed that they understood what the options meant and that they were content to proceed with the scoring as per the information contained in Appendix 5 with two minor amendments. The descriptor for 2 sub-attributes were agreed to be changed:

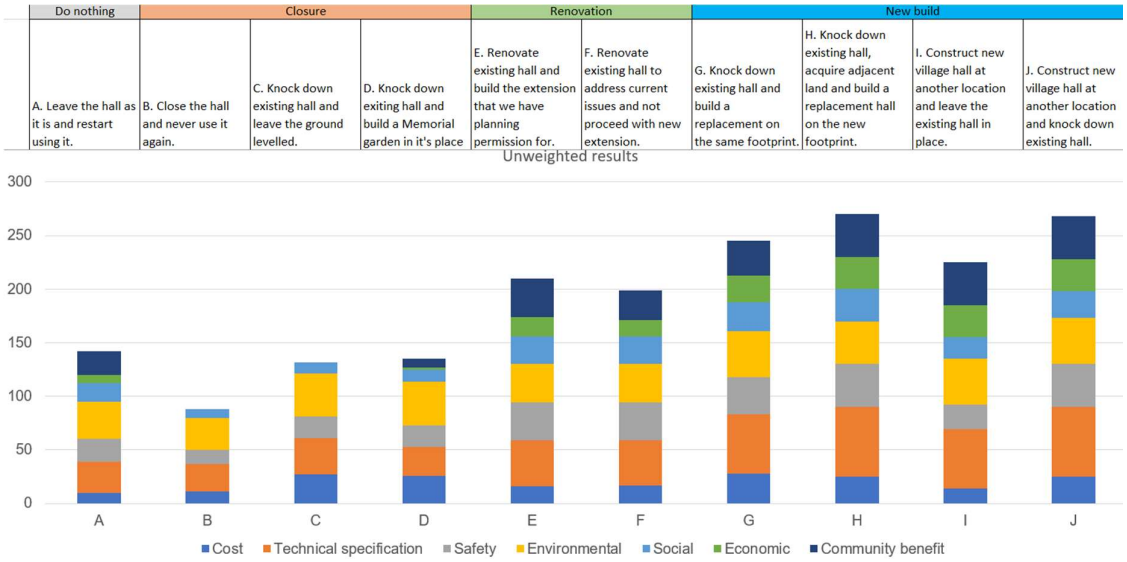
- “Environmental sustainability of asset / Resource use (e.g. electricity, water, etc)” was changed to “Environmental impact (e.g. electricity, water, etc)”
- “Intergenerational equity” was changed to “Legacy equity”.

Each of the attributes and sub-attributes were discussed systematically in relation to each option to determine the best option against that aspect (scoring a 10) and comparatively scoring the rest of the options against that best option. This process generated 310 consensus scores and these are displayed in Appendix 7.

8. Preferred option(s) as a result of consensus scoring

As a result of having inputted the consensus scores into the pre-programmed Excel spreadsheet, the results of the scoring exercise were automatically computed.

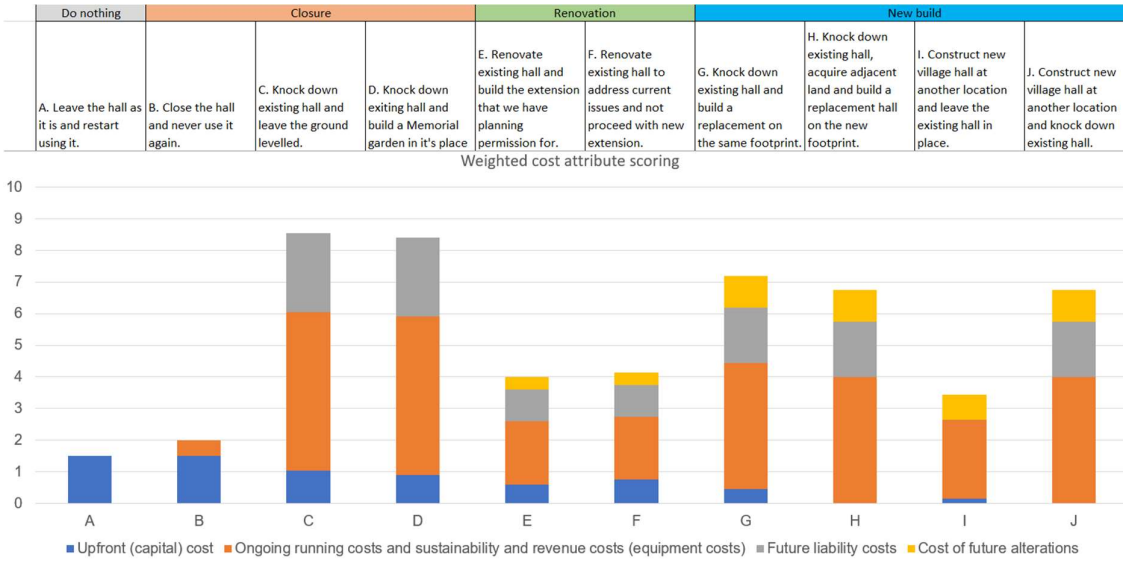
Appendix 8 shows the totals of how each option performed based on unweighted scores and the figure below illustrates these results graphically.



Using unweighted scores, the new build options were the preferred options, followed by options involving renovation of the hall. The options involving closure or doing nothing score much less favourably.

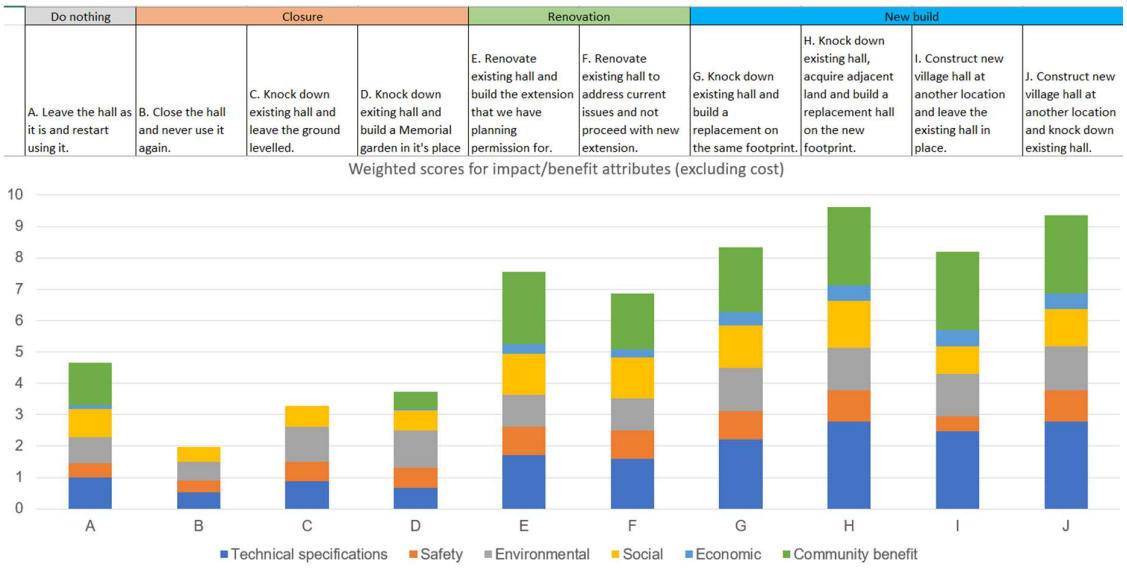
It was recognised that there were lots of attributes and sub-attributes scored however not all of these were of equal importance hence the reason why weightings had been agreed in advance of scoring. Through application of the weightings displayed in Appendix 5, taking into account the minor adjustment for the title of two sub-attributes discussed in section 7, an output weighted score was automatically computed.

Appendix 9 shows the totals of how each option performed based on only weighted costs scores and the figure below illustrates these results graphically.



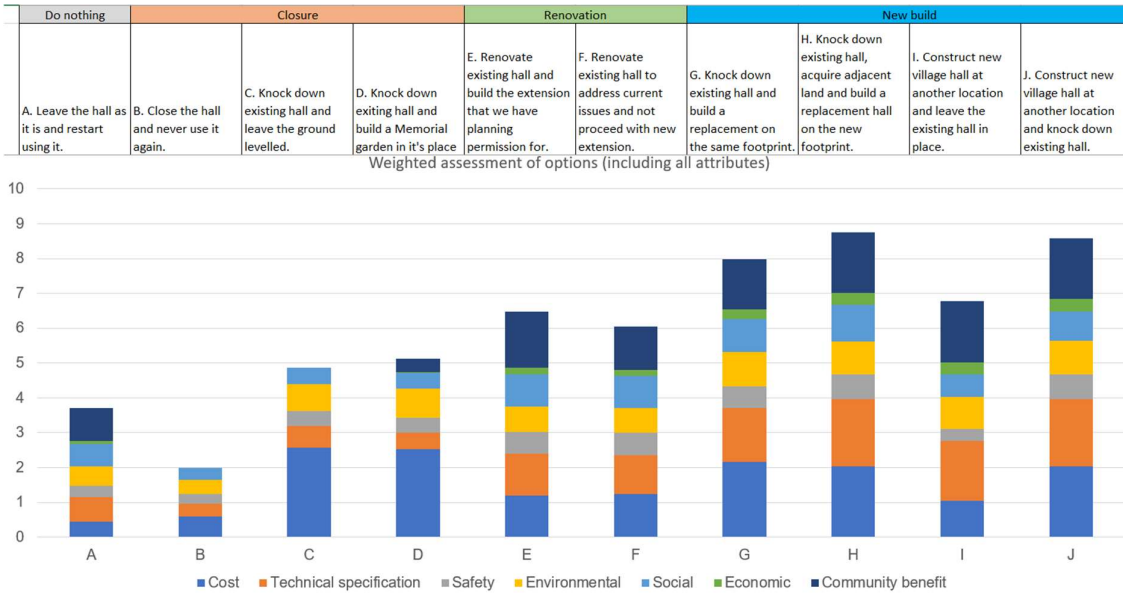
It is worth noting that when cost is the only consideration that the options of knocking down the hall and either leaving it levelled or building a memorial garden in its place both came out favourably – this is due to limited (or non-existent ongoing running costs and limited future liability costs). The next preferred option on cost were generally those options involving new builds, followed by renovations and interestingly the options of re-opening the hall and just closing it both scored very poorly on a weighted basis.

Appendix 10 shows the totals of how each option performed based on weighted impacts / benefits scores excluding costs and the figure below illustrates these results graphically.



When cost attributes are excluded, the impact / benefit of the new hall options rank highest followed by renovation options. The other options score poorly.

When performing multi attribute decision analysis, it is important to consider not only the costs but also the impacts / benefits from the individual options. Appendix 11 shows the totals of how each option performed based on weighted impacts / benefits scores including costs and the figure below illustrates these results graphically.



As can be seen in the bar chart above the options involving a new build hall come out as the preferred option, followed by those options involving renovation and the closure and do nothing options score poorly.

It should be noted that the above conclusion is based on the consensus scoring and the relative weightings that had been applied to the various attributes therefore some sensitivity analysis is required to take into account different view points and to test the robustness of the conclusion.

9. Sensitivity analysis

During the consensus scoring, it was not clear to the participants how the sub-attribute “Implementation time” should be scored – was this referring to an option that could be implemented right now or an option that could be implemented in the future. It was decided during the consensus scoring to score it as implementation time being at a suitable time into the future. Alternative scores were also given for this sub-attribute based on the ability to implement it immediately. These alternative scores and the resultant impact on the weighted scores are shown in Appendix 12. The interpretation of this sub-attribute has no impact on the overall conclusion or ordering of preferred options.

During the consensus scoring there had been a lot of discussion about the precise location for option J “Construct new hall at another location and knock down existing hall”. It had been assigned a score of 5 in the consensus scoring however it was agreed that option J would be given a score of 0 and of 10 in the sensitivity analysis

to determine whether this has any material impact on the conclusions. The outcome of this sensitivity run is shown in Appendix 13. Assigning a score of 0 does not change the top option however when option J is assigned a score of 10, option J becomes the preferred option.

One of the participants stated that they disagreed with the weighting for community cohesion and that it should be assigned a weighting of 0%. It had originally been assigned a 25% weighting factor under the community benefit attribute. In order to reduce this sub-attribute's weighting to 0%, the three other sub-attributes in the community benefit attribute were proportionality increased. See Appendix 14 for the adjusted weightings applied to these sub-attributes and the results of the amendment. The amendment to this weighting has no impact on the overall conclusion of ordering of preferred options.

At a strategic level, the upfront (capital) costs associated with the various options are significantly different and there had been some discussion on whether the preferred option adequately took this into account. For the purposes of the options assessment scoring, the following approximate estimates were used to qualitatively assign the comparative scores for the capital costs aspects: New build hall = up to ~£500k, Renovation of main existing hall to address remedial actions required = ~£100k, Construction of extension onto existing hall = ~£100k, Demolition hall (including disposal of asbestos wastes appropriately) = ~£30k, Purchase of additional land = ~£30k plus legal fees, Construction of memorial garden = ~10k, Actions required to reopen hall (legionella testing, install a heating system, address electrical issues, etc) = ~£8k. The relative weighting of cost to impact/balance benefits had been assigned 30% and 70% respectively. As can be seen in Appendix 15, when these relative weightings are swapped around, the new build options still perform very strongly followed by the demolition options, therefore the relative weightings within the cost attribute needed further examination.

The upfront (capital) cost had been assigned a relative weighting of 15%, costs for future alterations 10%, future liability costs 25% and ongoing running costs plus sustainability plus revenue costs (equipment costs) being assigned 50%. These weightings favour improved modernised options by diluting the significant capital cost aspects. Based on discussions with potential funders, MVHA believe that it should be feasible to raise the necessary capital from various funders to deliver the preferred option as long as it is demonstrably supported by the community and is clearly the best option for the medium to long term. Reverting to a 30% cost versus 70% impact/benefit attributes relative weightings, the relative weightings of the individual cost attributes were amended as shown in Appendix 16 to give more importance to the upfront (capital) cost element. Despite the significant upfront (capital) costs having a greater weighting applied, the new build options still performed best with the renovation options being the next most preferred.

This sensitivity analysis has shown that the preferred option(s) remain relatively unchanged as a result of parameter adjustment and as such are robust.

10. Preferred option(s) recommended for implementation

The multi attribute decision analysis has provided the following ranking of options:

Rank	Option	Score	Grouping
1	H. Knock down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	8.7625	New build
2	J. Construct new village hall at another location and knock down existing hall.	8.584	New build
3	G. Knock down existing hall and build a replacement on the same footprint.	7.98925	New build
4	I. Construct new village hall at another location and leave the existing hall in place.	6.768	New build
5	E. Renovate existing hall and build the extension that we have planning permission for.	6.47975	Renovation
6	F. Renovate existing hall to address current issues and not proceed with new extension.	6.04875	Renovation
7	D. Knock down exiting hall and build a Memorial garden in it's place	5.1275	Closure
8	C. Knock down existing hall and leave the ground levelled.	4.861	Closure
9	A. Leave the hall as it is and restart using it.	3.70675	Do nothing
10	B. Close the hall and never use it again.	1.9895	Closure

The preferred options all centre around having a new build facility that can address the concerns of the local community, provides a facility that is fit for purpose for current and potential future needs, and is likely to be a lasting positive legacy for enhancing the local assets.

As a result of this multi attribute decision analysis, it is recommended that MVHA (and Melvich Community SCIO once formed) start to implement option H which is to Knock down the existing hall, acquire adjacent land and build a replacement hall on the new footprint.

If for some reason it is not possible to acquire the land adjacent to the hall then the feasibility of other sites should be explored that are as good a central point for a village hub as the current location. Should this second best option not be feasible then the construction of a new hall on the existing footprint should be progressed (note this may need to be more than one storey to accommodate user needs). All three of the top three options require the demolition of the existing village hall

therefore it is recommended that the hall demolition be progressed whilst the precise siting of the new village hall is determined.

11. Communication of outcome of options assessment process

It is essential that the local community are appraised of the outcome of this options assessment and that they are involved in helping specify the design of a new build hall. Any concerns expressed by immediate neighbours will need to be taken into account appropriately in the design of the external layout.

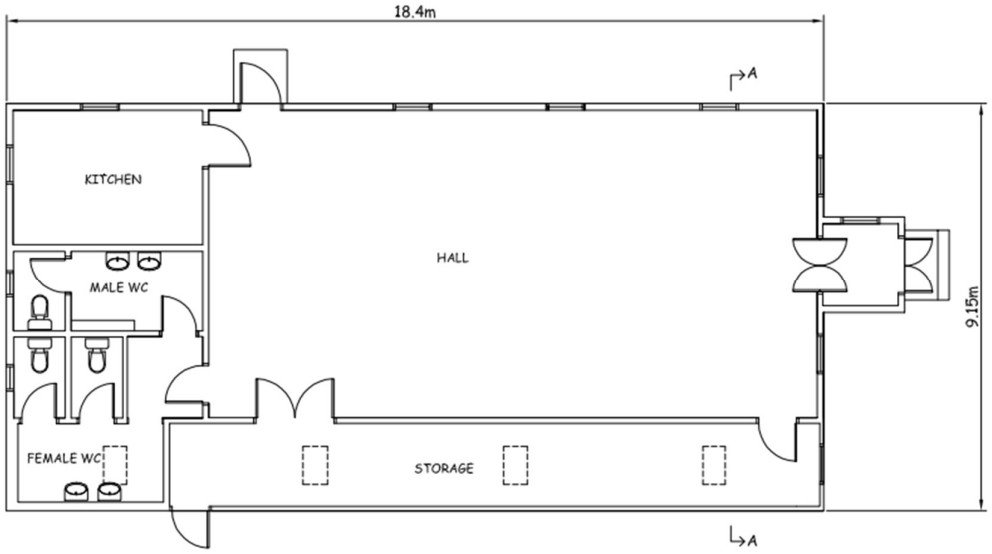
An information leaflet should be produced and distributed to all households within MVHA's charitable area summarising the outcome of the structural engineering survey of the hall, plus informing them of the outcome of the options assessment, plus invite them to a public meeting (using Zoom) to discuss moving forward with the preferred option.

The preferred option should then continue to be progressed with further public consultation on the plans as they mature.

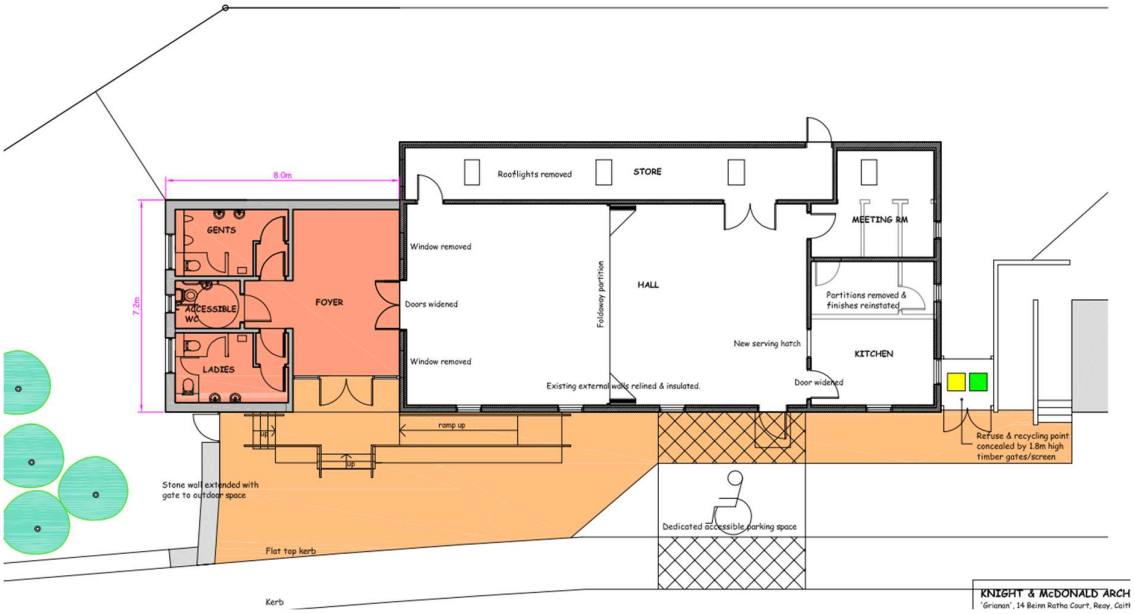
Experience to date from interaction with potential funders is that they like to see mature projects that are ready for an award to make them happen and they wish to see community support for the project.

It will not be a quick process to get a new village hall constructed however as long as the preferred option is progressed in a logical and systematic manner then it can be achieved in due course. Regular communication with the local community and input from them will help MVHA reach the desired outcome.

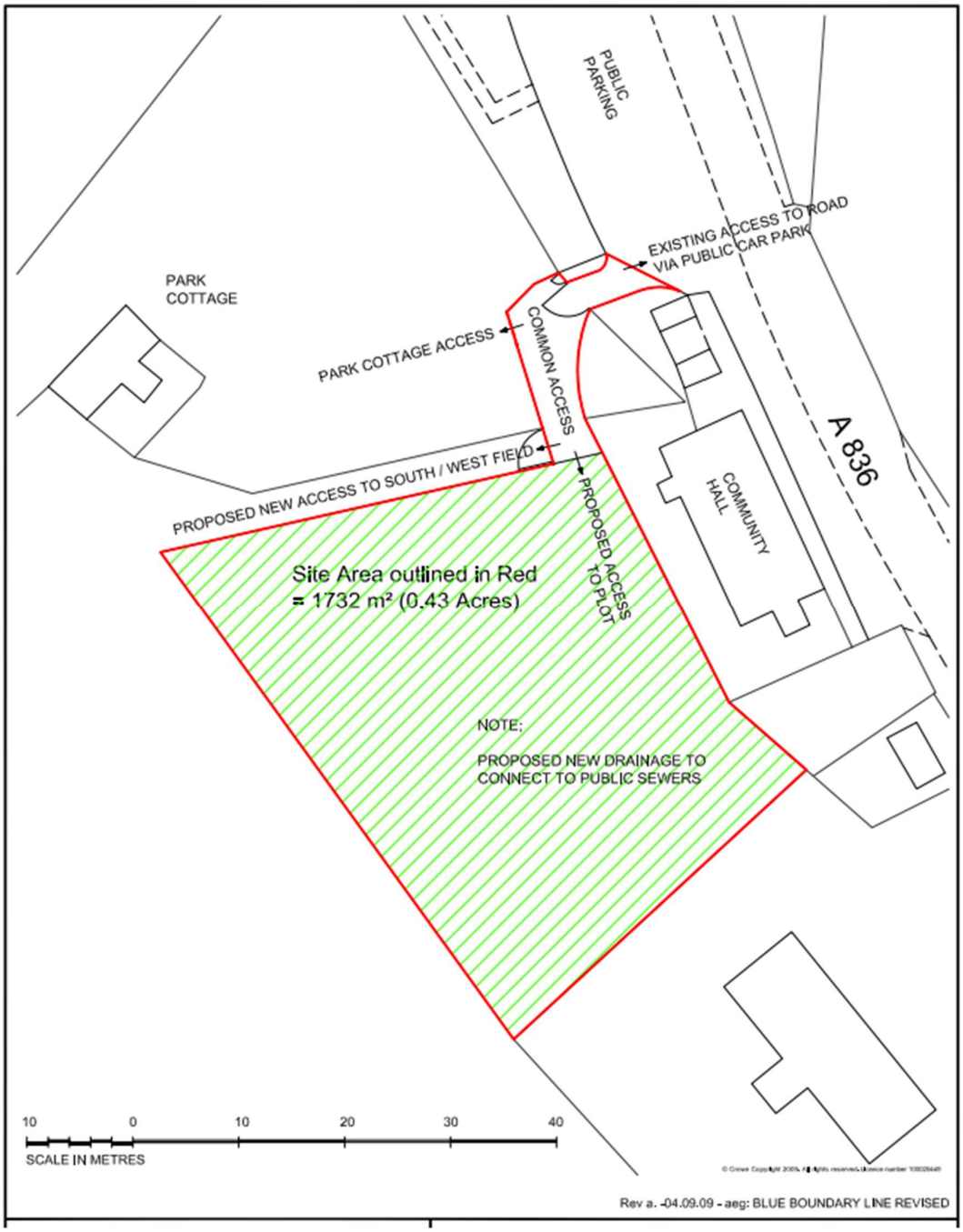
Appendix 1 - Layout of existing village hall



Appendix 2 – Planning permission plans approved in June 2019



Appendix 3 – Land adjacent to hall potentially available for sale



Appendix 4 – Nearby land potentially available for sale

For the purposes of the options assessment, it was identified that land of a comparable size to that shown in Appendix 3 was available for sale at the time of the options assessment near Diamond Cottage.

This is about 500 metres away from the location of the current hall. No other sites were available on the open market at the time of the options assessment.

The following 2 pages show the information available about these plots.

For the purposes of a strategic level options assessment it was deemed reasonable to consider placing a new hall on one of these plots as a viable option.

Young Robertson & Co.
solicitors • estate agents

Young Robertson & Co.

PORTSKERRA PLOTS, MELVICH

Available for sale are these two generous building plots located on the outskirts of the village of Melvich. Tucked away from the main road the plots enjoy open views across the surrounding countryside to the Pentland Firth. Each plot extends to approximately 1.2 acres (0.48ha) and planning permission in principle has been granted for the erection of a bungalow or 1½ storey property on each site. Electricity, water and telephone services are nearby and it shall be the responsibility of the purchaser to connect these. Drainage will be by way of septic tank. Full details of the planning consent can be found on the Highland Council website – reference numbers for each plot are noted below. A comfortable commute to Thurso and only a short walk from the village hall, shop/post office, hotel and Primary School which also offers a nursery.

OFFERS OVER £30,000 FOR EACH PLOT

29 TRAILL STREET
THURSO KW14 8EG
tel: 01847 896177
fax: 01847 896358
property@youngrob.co.uk
youngrob.co.uk

21 BRIDGE STREET
WICK KW1 4AJ
tel: 01955 605151
fax: 01955 602200
wick@youngrob.co.uk
youngrob.co.uk

caithnessproperty.co.uk

General Info

Water, electricity and telephone line are nearby. A private sewerage treatment system would be required.

For advice on Electricity connections please contact Scottish Hydro Electric direct on 0845 3002131 or e-mail: customerservice@hydro.co.uk.

For advice on Water & Sewerage connections please contact Scottish Water direct on 0845 601 8855 or e-mail: customer.service@scottishwater.co.uk

Planning Reference

The pre-planning references are as follows:
Plot 1: 20/02037/PIP
Plot 2: 20/02038/PIP

Latitude	Longitude
58.560799	-3.938791

Postcode

KW14 7YL

Entry

By arrangement.

Viewing

Interested parties can view the site at any time or by arrangement with our Thurso Office.

Price

Offers over £30,000 for each plot should be submitted to our Thurso Office.

Office Hours

9.15am - 1pm, 2pm - 5pm Monday to Friday.

Directions

From the East continue through Melvich on the A836, passing the village hall on the left hand side. **Do not** take the turning sign posted for Portskerra, continue around the bend crossing the cattle grid. Take the next opening on the right hand side and follow the road which bends to the left. The plots are located at the end of this road.

From the West on the A836 continue approach to Melvich taking the turning to the left hand side at the last countdown marker on approach to village prior to crossing the cattle grid. Follow the road which bends to the left. The plots are located at the end of this road.

Location

Melvich is a small, popular and friendly coastal village offering stunning sea views with a lovely beach and small harbour which makes it popular with surfers and water sport enthusiasts. Conveniently situated approximately 20 minutes' drive from Thurso, Melvich provides an excellent local primary school with secondary education available nearby in Bettyhill and a school bus service. There is a village shop with post office and a hotel, Inn with campsite facilities and art gallery. Portskerra also offers a wide range of outdoor pursuits for enthusiasts. Thurso is approximately twenty miles east and provides shopping, medical, educational and leisure facilities. From Thurso there is regular bus and rail services south and from Wick airport there are regular scheduled air services. Inverness is approximately two and a half-hours' drive.

Appendix 5 – Attributes, sub-attributes and their relative weightings

	Relative weighting (%)
Cost attributes	30%
Impacts / benefits attributes	70%
Sum of weightings	100%

Cost attributes	Relative weighting (%)
Upfront (capital) cost	15%
Ongoing running costs and sustainability and revenue costs (equipment costs)	50%
Future liability costs	25%
Cost of future alterations	10%
Sum of weightings	100%

Impacts / benefits attributes	Relative weighting (%)
Technical specifications	30%
Safety	10%
Environmental	15%
Social	15%
Economic	5%
Community benefit	25%
Sum of weightings	100%

Technical specifications sub-attributes	Relative weighting (%)
Usability and suitability to meet majority of user needs	20%
Ergonomic inclusive multi-generational accessible flexible facility (design)	20%
Implementation time	5%
Ability to expand/modify facility for future needs (future proofing)	10%
Provision of suitable car parking for hall users (including disabled parking)	15%
Ability to meet statutory health and safety requirements	10%
Ability to assist in delivery of community disaster action plan (shelter, warmth, food)	15%
Path of least resistence to implement	5%
Sum of weightings	100%

Safety sub-attributes	Relative weighting (%)
Safety of hall users	35%
Safety of members of the public	35%
Pedestrian/traffic separation and traffic management	20%
Ability to be an emergency contact point and defibrillation point	10%
Sum of weightings	100%

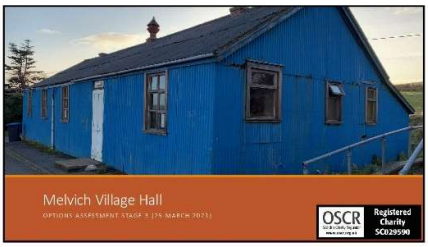
Environmental sub-attributes	Relative weighting (%)
Disruption/nuisance to community/neighbours during construction phases	10%
Foster civic pride	30%
Environmental sustainability of asset / Resource use (e.g. electricity, water, etc)	30%
Noise disturbance during events/use	20%
Waste management (e.g. re-use and recycling)	10%
Sum of weightings	100%

Social sub-attributes	Relative weighting (%)
Suitable location	40%
Intergenerational equity	40%
Ability to support to near me services (e.g. chiropodists, etc) & meals on wheels type service (food)	20%
Sum of weightings	100%

Economic sub-attributes	Relative weighting (%)
Ability to introduce new sustainable employment in the community (e.g. caretaker, admin, etc)	35%
Ability to support SMEs in the area (e.g. office accommodation, apprenticeships)	35%
Ability to support community regeneration	30%
Sum of weightings	100%

Community benefit sub-attributes	Relative weighting (%)
Resilience	20%
Having a net positive impact for the Community (i.e. community benefit)	35%
Community cohesion	25%
Combating social isolation in rural communities	20%
Sum of weightings	100%

Appendix 6 – Presentation delivered in advance of scoring options



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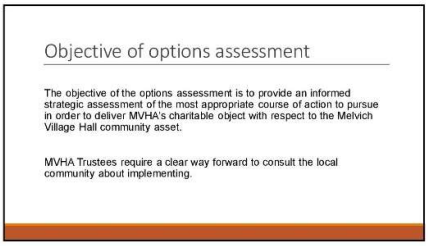

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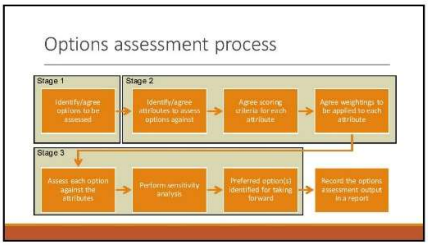

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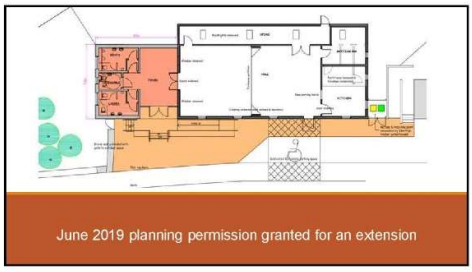
Melvich Village Hall floor plan

7

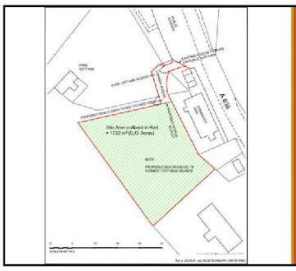
June 2019 planning permission granted for an extension

8



June 2019 planning permission granted for an extension

9



Adjacent land potentially available

10

Nearby land potentially available

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Melvich Village Hall – structural condition report

Building inspected 10th February 2021

Arch Henderson

Although a rigorous structural assessment does not form part of this investigation, it is apparent from a visual inspection that the building is in a poor physical condition and it suffers from the following structural defects:

- Ineffective/damaged roof cladding
- Ineffective/damaged wall cladding
- Excessive local settlement/movement to roof trusses
- Main load-bearing walls out of plumb
- Ingress of soils along western elevation
- Rotted floor construction to lean-to section
- Damaged/ineffective rainwater goods
- Rotted doors, windows & fascia boards
- Negligible provision of thermal insulation

It is additionally noted that the building does not satisfy current Building Standards in respect of accessibility.

Despite its generally poor condition, it is believed that the building does not possess any critical structural conditions which present an immediate threat to stability. It is therefore considered that there is no risk of collapse at present, and the building may remain in service for the time being.

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Melvich Village Hall – structural condition report

Building inspected 16th February 2021

Arch Henderson

In order to restore the building to an acceptable condition and level of performance however, it will be necessary to undertake extensive refurbishments. The extent of the required works shall include, but not necessarily be limited to, the following tasks:

- Strip all wall cladding
- Strip all roof cladding
- Remove all windows & doors
- Inspect and replace defective roof timbers
- Inspect and replace defective wall timbers
- Restore walls to a vertical alignment
- Excavate ground to the west elevation and provide suitable maintenance strip along the north & west elevations between the building & adjacent raised ground
- Introduce sub-floor ventilation to main hall & lean-to section
- Strip out and replace rotten flooring to lean-to section
- Install new wall insulation
- Install new wall cladding
- Install new roof insulation
- Install new roof cladding & associated flashings
- Install new windows & doors
- Install new fascia boards
- Install new rainwater goods
- Provide internal & external accessibility measures

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Melvich Village Hall – structural condition report

Building inspected 16th February 2021

Arch Henderson

CONCLUSIONS

A structural inspection has been carried out on Melvich Village Hall.

The building is in a poor physical condition and it requires an extensive scheme of refurbishments to restore the building to modern acceptable building standards.

Given the significant age of the building and the considerable extent of the defects, consideration should be given to a new-build rather than a refurbishment. The existing building footprint may not be most conducive to a modern layout and it is believed that there may be significant advantages to be gained from a new site location, including an improved internal layout and an increased set-back from the A836.

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Any questions on the options?

Do nothing	Closure	Renovation	New build
Leave the hall as it is and restart using it.	Close the hall and never use it again.	Renovate existing hall and build the minimum that we have planning permission granted for.	Knock down existing hall and build a replacement one on the same footprint.
	Knock down existing hall and leave the ground levelled.	Renovate existing hall to address current issues and improve with new extension.	Knock down existing hall, acquire additional adjacent land and build a replacement hall on the new footprint.
	Knock it down and build a Memorial garden in its place.		Construct new village hall at another location and leave the existing hall in place.
			Construct new village hall at another location and transfer ownership of existing hall.

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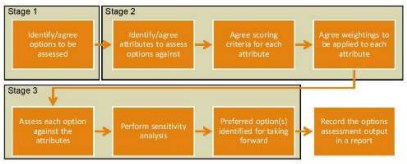
Options assessment process



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Attributes to assess options against

Impacts / benefits attributes
- Technical specifications (8)
- Safety (4)
- Environmental (5)
- Social (3)
- Economic (3)
- Community benefit (4)

Costs
- Upfront (capital) cost
- Ongoing running costs, sustainability and revenue costs (equipment costs)
- Future liability costs
- Cost of future alterations

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Scoring of options against each attribute

It has been agreed that we will score each option on a comparative basis.

The available option(s) which best meets the criteria is awarded 10 points.

The other options are then scaled from 0 to 10 such that any options that completely failed on all accounts to meet the criteria are scored 0.

This is a qualitative assessment and a group consensus of the scoring will be used.

Where there is a case that someone does not agree with the consensus score then their alternative score will be noted for use in subsequent sensitivity analysis.

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Questions ?

If you wish to get involved or be kept up to date with developments please email: melvichvillagehall190@gmail.com

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Appendix 7 – Scores assigned to options on 25th March 2021

	Do nothing	Closure			Renovation		New build			
	A. Leave the hall as it is and restart using it.	B. Close the hall and never use it again.	C. Knock down existing hall and leave the ground levelled.	D. Knock down exiting hall and build a Memorial garden in it's place	E. Renovate existing hall and build the extension that we have planning permission for.	F. Renovate existing hall to address current issues and not proceed with new extension.	G. Knock down existing hall and build a replacement on the same footprint.	H. Knock down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	I. Construct new village hall at another location and leave the existing hall in place.	J. Construct new village hall at another location and knock down existing hall.
Cost scores										
Upfront (capital) cost	10	10	7	6	4	5	3	0	1	0
Ongoing running costs and sustainability and revenue costs (equipment costs)	0	1	10	10	4	4	8	8	5	8
Future liability costs	0	0	10	10	4	4	7	7	0	7
Cost of future alterations	0	0	0	0	4	4	10	10	8	10

	Do nothing	Closure			Renovation		New build			
	A. Leave the hall as it is and restart using it.	B. Close the hall and never use it again.	C. Knock down existing hall and leave the ground levelled.	D. Knock down exiting hall and build a Memorial garden in it's place	E. Renovate existing hall and build the extension that we have planning permission for.	F. Renovate existing hall to address current issues and not proceed with new extension.	G. Knock down existing hall and build a replacement on the same footprint.	H. Knock down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	I. Construct new village hall at another location and leave the existing hall in place.	J. Construct new village hall at another location and knock down existing hall.
Impacts / benefits attributes										
Technical specification scores										
Usability and suitability to meet majority of user needs	5	0	0	1	7	6	8	10	10	10
Ergonomic inclusive multi-generational accessible flexible facility (design)	3	0	0	0	7	6	8	10	10	10
Implementation time	4	10	7	6	4	4	2	0	0	0
Ability to expand/modify facility for future needs (future proofing)	3	3	4	2	5	6	8	10	10	10
Provision of suitable car parking for hall users (including disabled parking)	3	3	7	3	3	3	3	10	10	10
Ability to meet statutory health and safety requirements	0	0	7	7	10	10	10	10	0	10
Ability to assist in delivery of community disaster action plan (shelter, warmth, food)	2	0	0	0	4	3	10	10	10	10
Path of least resistence to implement	9	10	9	8	3	4	6	5	5	5

	Do nothing	Closure			Renovation		New build			
	A. Leave the hall as it is and restart using it.	B. Close the hall and never use it again.	C. Knock down existing hall and leave the ground levelled.	D. Knock down exiting hall and build a Memorial garden in it's place	E. Renovate existing hall and build the extension that we have planning permission for.	F. Renovate existing hall to address current issues and not proceed with new extension.	G. Knock down existing hall and build a replacement on the same footprint.	H. Knock down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	I. Construct new village hall at another location and leave the existing hall in place.	J. Construct new village hall at another location and knock down existing hall.
Safety scores										
Safety of hall users	3	5	5	5	10	10	10	10	5	10
Safety of members of the public	5	3	10	10	10	10	10	10	3	10
Pedestrian/traffic separation and traffic management	5	5	5	5	5	5	5	10	5	10
Ability to be an emergency contact point and defibrillation point	8	0	0	0	10	10	10	10	10	10

	Do nothing	Closure			Renovation		New build			
	A. Leave the hall as it is and restart using it.	B. Close the hall and never use it again.	C. Knock down existing hall and leave the ground levelled.	D. Knock down exiting hall and build a Memorial garden in it's place	E. Renovate existing hall and build the extension that we have planning permission for.	F. Renovate existing hall to address current issues and not proceed with new extension.	G. Knock down existing hall and build a replacement on the same footprint.	H. Knock down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	I. Construct new village hall at another location and leave the existing hall in place.	J. Construct new village hall at another location and knock down existing hall.
Environmental scores										
Disruption/nuisance to community/neighbours during construction phases	10	10	8	7	5	5	3	0	5	3
Foster civic pride	5	0	2	4	6	6	10	10	8	10
Environmental impact (e.g. electricity, water, etc)	0	0	10	10	5	5	10	10	10	10
Noise disturbance during events/use	10	10	10	10	10	10	10	10	10	10
Waste management (e.g. re-use and recycling)	10	10	10	10	10	10	10	10	10	10

	Do nothing	Closure			Renovation		New build			
	A. Leave the hall as it is and restart using it.	B. Close the hall and never use it again.	C. Knock down existing hall and leave the ground levelled.	D. Knock down exiting hall and build a Memorial garden in it's place	E. Renovate existing hall and build the extension that we have planning permission for.	F. Renovate existing hall to address current issues and not proceed with new extension.	G. Knock down existing hall and build a replacement on the same footprint.	H. Knock down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	I. Construct new village hall at another location and leave the existing hall in place.	J. Construct new village hall at another location and knock down existing hall.
Social scores										
Suitable location	8	8	8	8	8	8	8	10	5	5
Legacy equity	5	0	3	3	10	10	10	10	5	10
Ability to support to near me services (e.g. chiropodists, etc) & meals on wheels type service (food)	4	0	0	0	8	8	9	10	10	10

	Do nothing	Closure			Renovation		New build			
	A. Leave the hall as it is and restart using it.	B. Close the hall and never use it again.	C. Knock down existing hall and leave the ground levelled.	D. Knock down exiting hall and build a Memorial garden in it's place	E. Renovate existing hall and build the extension that we have planning permission for.	F. Renovate existing hall to address current issues and not proceed with new extension.	G. Knock down existing hall and build a replacement on the same footprint.	H. Knock down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	I. Construct new village hall at another location and leave the existing hall in place.	J. Construct new village hall at another location and knock down existing hall.
Economic scores										
Ability to introduce new sustainable employment in the community (e.g. caretaker, admin, etc)	2	0	0	0	6	5	8	10	10	10
Ability to support SMEs in the area (e.g. office accommodation, apprenticeships)	1	0	0	0	3	3	8	10	10	10
Ability to support community regeneration	5	0	0	2	9	7	9	10	10	10

	Do nothing	Closure			Renovation		New build			
	A. Leave the hall as it is and restart using it.	B. Close the hall and never use it again.	C. Knock down existing hall and leave the ground levelled.	D. Knock down exiting hall and build a Memorial garden in it's place	E. Renovate existing hall and build the extension that we have planning permission for.	F. Renovate existing hall to address current issues and not proceed with new extension.	G. Knock down existing hall and build a replacement on the same footprint.	H. Knock down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	I. Construct new village hall at another location and leave the existing hall in place.	J. Construct new village hall at another location and knock down existing hall.
Community benefit scores										
Resilience	5	0	0	0	8	7	8	10	10	10
Having a net positive impact for the Community (i.e. community benefit)	5	0	0	3	10	8	10	10	10	10
Community cohesion	5	0	0	3	10	7	7	10	10	10
Combating social isolation in rural communities	7	0	0	2	8	6	7	10	10	10

Appendix 8 – Totals of unweighted scores for each option

	Do nothing	Closure			Renovation		New build			
	A. Leave the hall as it is and restart using it.	B. Close the hall and never use it again.	C. Knock down existing hall and leave the ground levelled.	D. Knock down exiting hall and build a Memorial garden in it's place	E. Renovate existing hall and build the extension that we have planning permission for.	F. Renovate existing hall to address current issues and not proceed with new extension.	G. Knock down existing hall and build a replacement on the same footprint.	H. Knock down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	I. Construct new village hall at another location and leave the existing hall in place.	J. Construct new village hall at another location and knock down existing hall.
Unweighted scores	A	B	C	D	E	F	G	H	I	J
Cost	10	11	27	26	16	17	28	25	14	25
Technical specification	29	26	34	27	43	42	55	65	55	65
Safety	21	13	20	20	35	35	35	40	23	40
Environmental	35	30	40	41	36	36	43	40	43	43
Social	17	8	11	11	26	26	27	30	20	25
Economic	8	0	0	2	18	15	25	30	30	30
Community benefit	22	0	0	8	36	28	32	40	40	40
Total unweighted score for option	142	88	132	135	210	199	245	270	225	268

Appendix 9 – Totals of weighted cost scores for each option

	Do nothing	Closure			Renovation		New build			
	A. Leave the hall as it is and restart using it.	B. Close the hall and never use it again.	C. Knock down existing hall and leave the ground levelled.	D. Knock down exiting hall and build a Memorial garden in it's place	E. Renovate existing hall and build the extension that we have planning permission for.	F. Renovate existing hall to address current issues and not proceed with new extension.	G. Knock down existing hall and build a replacement on the same footprint.	H. Knock down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	I. Construct new village hall at another location and leave the existing hall in place.	J. Construct new village hall at another location and knock down existing hall.
Weighted cost scores										
Weighted scores for cost sub-attributes	A	B	C	D	E	F	G	H	I	J
Upfront (capital) cost	1.5	1.5	1.05	0.9	0.6	0.75	0.45	0	0.15	0
Ongoing running costs and sustainability and revenue costs (equipment costs)	0	0.5	5	5	2	2	4	4	2.5	4
Future liability costs	0	0	2.5	2.5	1	1	1.75	1.75	0	1.75
Cost of future alterations	0	0	0	0	0.4	0.4	1	1	0.8	1
Cost Spare 1	0	0	0	0	0	0	0	0	0	0
Cost Spare 2	0	0	0	0	0	0	0	0	0	0
Sum of weighted cost scores	1.5	2	8.55	8.4	4	4.15	7.2	6.75	3.45	6.75

Appendix 10 – Totals of weighted impact / benefit scores for each option (excluding cost)

	Do nothing	Closure			Renovation		New build			
	A. Leave the hall as it is and restart using it.	B. Close the hall and never use it again.	C. Knock down existing hall and leave the ground levelled.	D. Knock down exiting hall and build a Memorial garden in it's place	E. Renovate existing hall and build the extension that we have planning permission for.	F. Renovate existing hall to address current issues and not proceed with new extension.	G. Knock down existing hall and build a replacement on the same footprint.	H. Knock down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	I. Construct new village hall at another location and leave the existing hall in place.	J. Construct new village hall at another location and knock down existing hall.
Weighted impacts / benefits scores										
Weighted technical specification sub-attribute scores										
Usability and suitability to meet majority of user needs	1	0	0	0.2	1.4	1.2	1.6	2	2	2
Ergonomic inclusive multi-generational accessible flexible facility (design)	0.6	0	0	0	1.4	1.2	1.6	2	2	2
Implementation time	0.2	0.5	0.35	0.3	0.2	0.2	0.1	0	0	0
Ability to expand/modify facility for future needs (future proofing)	0.3	0.3	0.4	0.2	0.5	0.6	0.8	1	1	1
Provision of suitable car parking for hall users (including disabled parking)	0.45	0.45	1.05	0.45	0.45	0.45	0.45	1.5	1.5	1.5
Ability to meet statutory health and safety requirements	0	0	0.7	0.7	1	1	1	1	0	1
Ability to assist in delivery of community disaster action plan (shelter, warmth, food)	0.3	0	0	0	0.6	0.45	1.5	1.5	1.5	1.5
Path of least resistence to implement	0.45	0.5	0.45	0.4	0.15	0.2	0.3	0.25	0.25	0.25
Sum of weighted technical sub-attribute scores	3.3	1.75	2.95	2.25	5.7	5.3	7.35	9.25	8.25	9.25

	Do nothing	Closure			Renovation		New build			
	A. Leave the hall as it is and restart using it.	B. Close the hall and never use it again.	C. Knock down existing hall and leave the ground levelled.	D. Knock down exiting hall and build a Memorial garden in it's place	E. Renovate existing hall and build the extension that we have planning permission for.	F. Renovate existing hall to address current issues and not proceed with new extension.	G. Knock down existing hall and build a replacement on the same footprint.	H. Knock down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	I. Construct new village hall at another location and leave the existing hall in place.	J. Construct new village hall at another location and knock down existing hall.
Weighted safety sub-attribute scores										
Safety of hall users	1.05	1.75	1.75	1.75	3.5	3.5	3.5	3.5	1.75	3.5
Safety of members of the public	1.75	1.05	3.5	3.5	3.5	3.5	3.5	3.5	1.05	3.5
Pedestrian/traffic separation and traffic management	1	1	1	1	1	1	1	2	1	2
Ability to be an emergency contact point and defibrillation point	0.8	0	0	0	1	1	1	1	1	1
Sum of weighted safety sub-attribute scores	4.6	3.8	6.25	6.25	9	9	9	10	4.8	10

	Do nothing	Closure			Renovation		New build			
	A. Leave the hall as it is and restart using it.	B. Close the hall and never use it again.	C. Knock down existing hall and leave the ground levelled.	D. Knock down exiting hall and build a Memorial garden in it's place	E. Renovate existing hall and build the extension that we have planning permission for.	F. Renovate existing hall to address current issues and not proceed with new extension.	G. Knock down existing hall and build a replacement on the same footprint.	H. Knock down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	I. Construct new village hall at another location and leave the existing hall in place.	J. Construct new village hall at another location and knock down existing hall.
Weighted environmental sub-attribute scores										
Disruption/nuisance to community/neighbours during construction phases	1	1	0.8	0.7	0.5	0.5	0.3	0	0.5	0.3
Foster civic pride	1.5	0	0.6	1.2	1.8	1.8	3	3	2.4	3
Environmental impact (e.g. electricity, water, etc)	0	0	3	3	1.5	1.5	3	3	3	3
Noise disturbance during events/use	2	2	2	2	2	2	2	2	2	2
Waste management (e.g. re-use and recycling)	1	1	1	1	1	1	1	1	1	1
Sum of weighted environmental sub-attribute scores	5.5	4	7.4	7.9	6.8	6.8	9.3	9	8.9	9.3

	Do nothing	Closure			Renovation		New build			
	A. Leave the hall as it is and restart using it.	B. Close the hall and never use it again.	C. Knock down existing hall and leave the ground levelled.	D. Knock down exiting hall and build a Memorial garden in it's place	E. Renovate existing hall and build the extension that we have planning permission for.	F. Renovate existing hall to address current issues and not proceed with new extension.	G. Knock down existing hall and build a replacement on the same footprint.	H. Knock down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	I. Construct new village hall at another location and leave the existing hall in place.	J. Construct new village hall at another location and knock down existing hall.
Weighted social sub-attribute scores										
Suitable location	3.2	3.2	3.2	3.2	3.2	3.2	3.2	4	2	2
Legacy equity	2	0	1.2	1.2	4	4	4	4	2	4
Ability to support to near me services (e.g. chiropodists, etc) & meals on wheels type service (food)	0.8	0	0	0	1.6	1.6	1.8	2	2	2
Sum of weighted social sub-attribute scores	6	3.2	4.4	4.4	8.8	8.8	9	10	6	8

	Do nothing	Closure			Renovation		New build			
	A. Leave the hall as it is and restart using it.	B. Close the hall and never use it again.	C. Knock down existing hall and leave the ground levelled.	D. Knock down exiting hall and build a Memorial garden in it's place	E. Renovate existing hall and build the extension that we have planning permission for.	F. Renovate existing hall to address current issues and not proceed with new extension.	G. Knock down existing hall and build a replacement on the same footprint.	H. Knock down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	I. Construct new village hall at another location and leave the existing hall in place.	J. Construct new village hall at another location and knock down existing hall.
Weighted economic sub-attribute scores										
Ability to introduce new sustainable employment in the community (e.g. caretaker,	0.7	0	0	0	2.1	1.75	2.8	3.5	3.5	3.5
Ability to support SMEs in the area (e.g. office accommodation, apprenticeships)	0.35	0	0	0	1.05	1.05	2.8	3.5	3.5	3.5
Ability to support community regeneration	1.5	0	0	0.6	2.7	2.1	2.7	3	3	3
Sum of weighted economic sub-attribute scores	2.55	0	0	0.6	5.85	4.9	8.3	10	10	10

	Do nothing	Closure			Renovation		New build			
	A. Leave the hall as it is and restart using it.	B. Close the hall and never use it again.	C. Knock down existing hall and leave the ground levelled.	D. Knock down exiting hall and build a Memorial garden in it's place	E. Renovate existing hall and build the extension that we have planning permission for.	F. Renovate existing hall to address current issues and not proceed with new extension.	G. Knock down existing hall and build a replacement on the same footprint.	H. Knock down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	I. Construct new village hall at another location and leave the existing hall in place.	J. Construct new village hall at another location and knock down existing hall.
Weighted community benefit sub-attribute scores										
Resilience	1	0	0	0	1.6	1.4	1.6	2	2	2
Having a net positive impact for the Community (i.e. community benefit)	1.75	0	0	1.05	3.5	2.8	3.5	3.5	3.5	3.5
Community cohesion	1.25	0	0	0.75	2.5	1.75	1.75	2.5	2.5	2.5
Combating social isolation in rural communities	1.4	0	0	0.4	1.6	1.2	1.4	2	2	2
Sum of weighted community benefit sub-attribute scores	5.4	0	0	2.2	9.2	7.15	8.25	10	10	10

	Do nothing	Closure			Renovation		New build			
	A. Leave the hall as it is and restart using it.	B. Close the hall and never use it again.	C. Knock down existing hall and leave the ground levelled.	D. Knock down exiting hall and build a Memorial garden in it's place	E. Renovate existing hall and build the extension that we have planning permission for.	F. Renovate existing hall to address current issues and not proceed with new extension.	G. Knock down existing hall and build a replacement on the same footprint.	H. Knock down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	I. Construct new village hall at another location and leave the existing hall in place.	J. Construct new village hall at another location and knock down existing hall.
Summary of Sum of weighted scores for impact/benefit sub-attributes	A	B	C	D	E	F	G	H	I	J
Sum of weighted technical sub-attribute scores	3.3	1.75	2.95	2.25	5.7	5.3	7.35	9.25	8.25	9.25
Sum of weighted safety sub-attribute scores	4.6	3.8	6.25	6.25	9	9	9	10	4.8	10
Sum of weighted environmental sub-attribute scores	5.5	4	7.4	7.9	6.8	6.8	9.3	9	8.9	9.3
Sum of weighted social sub-attribute scores	6	3.2	4.4	4.4	8.8	8.8	9	10	6	8
Sum of weighted economic sub-attribute scores	2.55	0	0	0.6	5.85	4.9	8.3	10	10	10
Sum of weighted community benefit sub-attribute scores	5.4	0	0	2.2	9.2	7.15	8.25	10	10	10

	Do nothing	Closure			Renovation		New build			
	A. Leave the hall as it is and restart using it.	B. Close the hall and never use it again.	C. Knock down existing hall and leave the ground levelled.	D. Knock down exiting hall and build a Memorial garden in it's place	E. Renovate existing hall and build the extension that we have planning permission for.	F. Renovate existing hall to address current issues and not proceed with new extension.	G. Knock down existing hall and build a replacement on the same footprint.	H. Knock down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	I. Construct new village hall at another location and leave the existing hall in place.	J. Construct new village hall at another location and knock down existing hall.
Weighted scores for impact/benefit sub-attributes (excluding cost)	A	B	C	D	E	F	G	H	I	J
Technical specifications	0.99	0.525	0.885	0.675	1.71	1.59	2.205	2.775	2.475	2.775
Safety	0.46	0.38	0.625	0.625	0.9	0.9	0.9	1	0.48	1
Environmental	0.825	0.6	1.11	1.185	1.02	1.02	1.395	1.35	1.335	1.395
Social	0.9	0.48	0.66	0.66	1.32	1.32	1.35	1.5	0.9	1.2
Economic	0.1275	0	0	0.03	0.2925	0.245	0.415	0.5	0.5	0.5
Community benefit	1.35	0	0	0.55	2.3	1.7875	2.0625	2.5	2.5	2.5
Sum of weighted scores for impact/benefit	4.6525	1.985	3.28	3.725	7.5425	6.8625	8.3275	9.625	8.19	9.37

Appendix 11 – Totals of weighted impact / benefit scores for each option including cost

	Do nothing	Closure			Renovation		New build			
	A. Leave the hall as it is and restart using it.	B. Close the hall and never use it again.	C. Knock down existing hall and leave the ground levelled.	D. Knock down exiting hall and build a Memorial garden in it's place	E. Renovate existing hall and build the extension that we have planning permission for.	F. Renovate existing hall to address current issues and not proceed with new extension.	G. Knock down existing hall and build a replacement on the same footprint.	H. Knock down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	I. Construct new village hall at another location and leave the existing hall in place.	J. Construct new village hall at another location and knock down existing hall.
Total weighted scores	A	B	C	D	E	F	G	H	I	J
Cost	0.45	0.6	2.565	2.52	1.2	1.245	2.16	2.025	1.035	2.025
Technical specification	0.693	0.3675	0.6195	0.4725	1.197	1.113	1.5435	1.9425	1.7325	1.9425
Safety	0.322	0.266	0.4375	0.4375	0.63	0.63	0.63	0.7	0.336	0.7
Environmental	0.5775	0.42	0.777	0.8295	0.714	0.714	0.9765	0.945	0.9345	0.9765
Social	0.63	0.336	0.462	0.462	0.924	0.924	0.945	1.05	0.63	0.84
Economic	0.08925	0	0	0.021	0.20475	0.1715	0.2905	0.35	0.35	0.35
Community benefit	0.945	0	0	0.385	1.61	1.25125	1.44375	1.75	1.75	1.75
Total weighted score for each option	3.70675	1.9895	4.861	5.1275	6.47975	6.04875	7.98925	8.7625	6.768	8.584

Appendix 12 – Sensitivity analysis run 1

Revised scoring of a sub-attribute:

	Do nothing	Closure			Renovation		New build			
	A. Leave the hall as it is and restart using it.	B. Close the hall and never use it again.	C. Knock down existing hall and leave the ground levelled.	D. Knock down exiting hall and build a Memorial garden in it's place	E. Renovate existing hall and build the extension that we have planning permission for.	F. Renovate existing hall to address current issues and not proceed with new extension.	G. Knock down existing hall and build a replacement on the same footprint.	H. Known down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	I. Construct new village hall at another location and leave the existing hall in place.	J. Construct new village hall at another location and knock down existing hall.
Implementation time	2	10	10	0	0	0	0	0	0	0

Impact on revised scoring of sub-attribute on overall weighted impact / benefit scores for each option including costs:

	Do nothing	Closure			Renovation		New build			
	A. Leave the hall as it is and restart using it.	B. Close the hall and never use it again.	C. Knock down existing hall and leave the ground levelled.	D. Knock down exiting hall and build a Memorial garden in it's place	E. Renovate existing hall and build the extension that we have planning permission for.	F. Renovate existing hall to address current issues and not proceed with new extension.	G. Knock down existing hall and build a replacement on the same footprint.	H. Known down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	I. Construct new village hall at another location and leave the existing hall in place.	J. Construct new village hall at another location and knock down existing hall.
Total weighted scores	A	B	C	D	E	F	G	H	I	J
Cost	0.45	0.6	2.565	2.52	1.2	1.245	2.16	2.025	1.035	2.025
Technical specification	0.672	0.3675	0.651	0.4095	1.155	1.071	1.5225	1.9425	1.7325	1.9425
Safety	0.322	0.266	0.4375	0.4375	0.63	0.63	0.63	0.7	0.336	0.7
Environmental	0.5775	0.42	0.777	0.8295	0.714	0.714	0.9765	0.945	0.9345	0.9765
Social	0.63	0.336	0.462	0.462	0.924	0.924	0.945	1.05	0.63	0.84
Economic	0.08925	0	0	0.021	0.20475	0.1715	0.2905	0.35	0.35	0.35
Community benefit	0.945	0	0	0.385	1.61	1.25125	1.44375	1.75	1.75	1.75
Total weighted score for option	3.68575	1.9895	4.8925	5.0645	6.43775	6.00675	7.96825	8.7625	6.768	8.584

Appendix 13 – Sensitivity analysis run 2

Outcome of revised scoring of sub-attribute location with Option J being assigned a score of 0 (all other scores the same):

	Do nothing	Closure			Renovation		New build			
	A. Leave the hall as it is and restart using it.	B. Close the hall and never use it again.	C. Knock down existing hall and leave the ground levelled.	D. Knock down exiting hall and build a Memorial garden in it's place	E. Renovate existing hall and build the extension that we have planning permission for.	F. Renovate existing hall to address current issues and not proceed with new extension.	G. Knock down existing hall and build a replacement on the same footprint.	H. Known down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	I. Construct new village hall at another location and leave the existing hall in place.	J. Construct new village hall at another location and knock down existing hall.
Total weighted scores	A	B	C	D	E	F	G	H	I	J
Cost	0.45	0.6	2.565	2.52	1.2	1.245	2.16	2.025	1.035	2.025
Technical specification	0.693	0.3675	0.6195	0.4725	1.197	1.113	1.5435	1.9425	1.7325	1.9425
Safety	0.322	0.266	0.4375	0.4375	0.63	0.63	0.63	0.7	0.336	0.7
Environmental	0.5775	0.42	0.777	0.8295	0.714	0.714	0.9765	0.945	0.9345	0.9765
Social	0.63	0.336	0.462	0.462	0.924	0.924	0.945	1.05	0.63	0.63
Economic	0.08925	0	0	0.021	0.20475	0.1715	0.2905	0.35	0.35	0.35
Community benefit	0.945	0	0	0.385	1.61	1.25125	1.44375	1.75	1.75	1.75
Total weighted score for option	3.70675	1.9895	4.861	5.1275	6.47975	6.04875	7.98925	8.7625	6.768	8.374

Outcome of revised scoring of sub-attribute location with Option J being assigned a score of 10 (all other scores the same):

	Do nothing	Closure			Renovation		New build			
	A. Leave the hall as it is and restart using it.	B. Close the hall and never use it again.	C. Knock down existing hall and leave the ground levelled.	D. Knock down exiting hall and build a Memorial garden in it's place	E. Renovate existing hall and build the extension that we have planning permission for.	F. Renovate existing hall to address current issues and not proceed with new extension.	G. Knock down existing hall and build a replacement on the same footprint.	H. Known down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	I. Construct new village hall at another location and leave the existing hall in place.	J. Construct new village hall at another location and knock down existing hall.
Total weighted scores	A	B	C	D	E	F	G	H	I	J
Cost	0.45	0.6	2.565	2.52	1.2	1.245	2.16	2.025	1.035	2.025
Technical specification	0.693	0.3675	0.6195	0.4725	1.197	1.113	1.5435	1.9425	1.7325	1.9425
Safety	0.322	0.266	0.4375	0.4375	0.63	0.63	0.63	0.7	0.336	0.7
Environmental	0.5775	0.42	0.777	0.8295	0.714	0.714	0.9765	0.945	0.9345	0.9765
Social	0.63	0.336	0.462	0.462	0.924	0.924	0.945	1.05	0.63	1.05
Economic	0.08925	0	0	0.021	0.20475	0.1715	0.2905	0.35	0.35	0.35
Community benefit	0.945	0	0	0.385	1.61	1.25125	1.44375	1.75	1.75	1.75
Total weighted score for option	3.70675	1.9895	4.861	5.1275	6.47975	6.04875	7.98925	8.7625	6.768	8.794

Appendix 14 – Sensitivity analysis run 3

As a result of setting community cohesion sub-attribute to a 0% relative weighting, the other sub-attributes have been proportionality adjusted in order to analyse the impact on this weighting amendment.

Community benefit sub-attributes	Relative weighting (%)
Resilience	27.5%
Having a net positive impact for the Community (i.e. community benefit)	45.0%
Community cohesion	0.0%
Combating social isolation in rural communities	27.5%
Sum of weightings	100%

Outcome of revised weighting applied to community benefit sub-attributes:

	Do nothing	Closure			Renovation		New build			
	A. Leave the hall as it is and restart using it.	B. Close the hall and never use it again.	C. Knock down existing hall and leave the ground levelled.	D. Knock down exiting hall and build a Memorial garden in it's place	E. Renovate existing hall and build the extension that we have planning permission for.	F. Renovate existing hall to address current issues and not proceed with new extension.	G. Knock down existing hall and build a replacement on the same footprint.	H. Known down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	I. Construct new village hall at another location and leave the existing hall in place.	J. Construct new village hall at another location and knock down existing hall.
Total weighted scores	A	B	C	D	E	F	G	H	I	J
Cost	0.45	0.6	2.565	2.52	1.2	1.245	2.16	2.025	1.035	2.025
Technical specification	0.693	0.3675	0.6195	0.4725	1.197	1.113	1.5435	1.9425	1.7325	1.9425
Safety	0.322	0.266	0.4375	0.4375	0.63	0.63	0.63	0.7	0.336	0.7
Environmental	0.5775	0.42	0.777	0.8295	0.714	0.714	0.9765	0.945	0.9345	0.9765
Social	0.63	0.336	0.462	0.462	0.924	0.924	0.945	1.05	0.63	0.84
Economic	0.08925	0	0	0.021	0.20475	0.1715	0.2905	0.35	0.35	0.35
Community benefit	0.97125	0	0	0.3325	1.5575	1.255625	1.509375	1.75	1.75	1.75
Total weighted score for option	3.733	1.9895	4.861	5.075	6.42725	6.053125	8.054875	8.7625	6.768	8.584

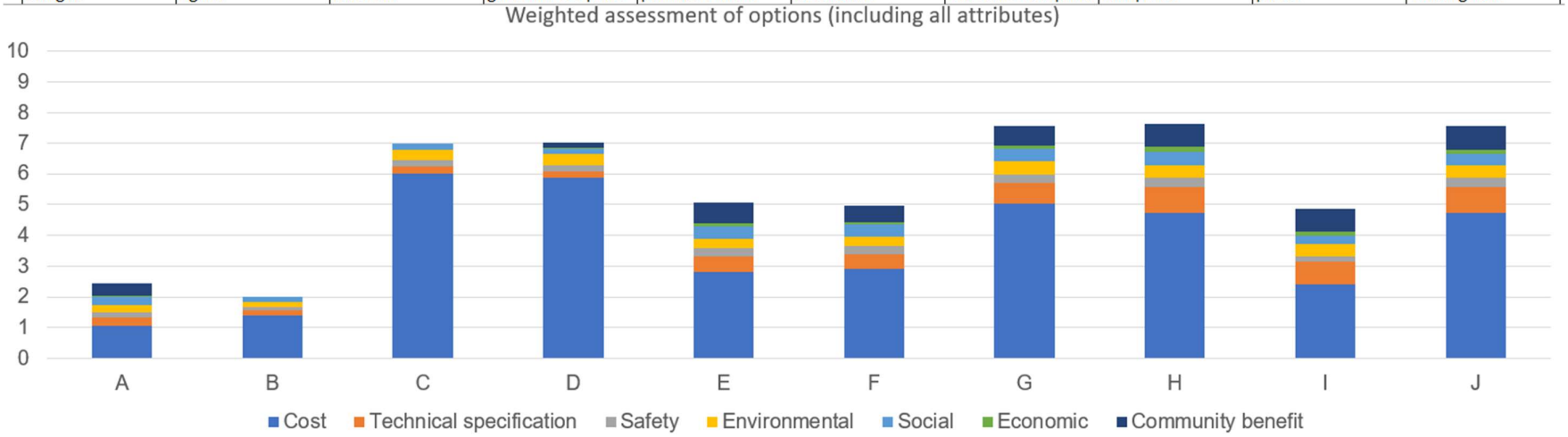
Appendix 15 – Sensitivity analysis run 4

A weighting of 30% had been applied to the cost attributes and 70% to the impact/benefit attributes. There are significant cost differences between the options therefore the relative weightings were amended to 70% cost attributes and 30% for the impact/benefit attributes.

The outcome of this revised weighting is shown below:

	Do nothing	Closure			Renovation		New build			
	A. Leave the hall as it is and restart using it.	B. Close the hall and never use it again.	C. Knock down existing hall and leave the ground levelled.	D. Knock down exiting hall and build a Memorial garden in it's place	E. Renovate existing hall and build the extension that we have planning permission for.	F. Renovate existing hall to address current issues and not proceed with new extension.	G. Knock down existing hall and build a replacement on the same footprint.	H. Known down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	I. Construct new village hall at another location and leave the existing hall in place.	J. Construct new village hall at another location and knock down existing hall.
Total weighted scores	A	B	C	D	E	F	G	H	I	J
Cost	1.05	1.4	5.985	5.88	2.8	2.905	5.04	4.725	2.415	4.725
Technical specification	0.297	0.1575	0.2655	0.2025	0.513	0.477	0.6615	0.8325	0.7425	0.8325
Safety	0.138	0.114	0.1875	0.1875	0.27	0.27	0.27	0.3	0.144	0.3
Environmental	0.2475	0.18	0.333	0.3555	0.306	0.306	0.4185	0.405	0.4005	0.4185
Social	0.27	0.144	0.198	0.198	0.396	0.396	0.405	0.45	0.27	0.36
Economic	0.03825	0	0	0.009	0.08775	0.0735	0.1245	0.15	0.15	0.15
Community benefit	0.405	0	0	0.165	0.69	0.53625	0.61875	0.75	0.75	0.75
Total weighted score for option	2.44575	1.9955	6.969	6.9975	5.06275	4.96375	7.53825	7.6125	4.872	7.536

Do nothing	Closure			Renovation		New build			
A. Leave the hall as it is and restart using it.	B. Close the hall and never use it again.	C. Knock down existing hall and leave the ground levelled.	D. Knock down exiting hall and build a Memorial garden in it's place	E. Renovate existing hall and build the extension that we have planning permission for.	F. Renovate existing hall to address current issues and not proceed with new extension.	G. Knock down existing hall and build a replacement on the same footprint.	H. Known down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	I. Construct new village hall at another location and leave the existing hall in place.	J. Construct new village hall at another location and knock down existing hall.



Appendix 16 – Sensitivity analysis run 5

A weighting of 30% had been applied to the cost attributes and 70% to the impact/benefit attributes. There are significant upfront (capital) cost differences between the options therefore the relative weightings of the cost sub-attributes were amended as shown below:

Cost attributes	Relative weighting (%)
Upfront (capital) cost	70%
Ongoing running costs and sustainability and revenue costs (equipment costs)	25%
Future liability costs	5%
Cost of future alterations	0%
Sum of weightings	100%

The outcome of this revised weighting is shown below:

	Do nothing	Closure			Renovation		New build			
	A. Leave the hall as it is and restart using it.	B. Close the hall and never use it again.	C. Knock down existing hall and leave the ground levelled.	D. Knock down exiting hall and build a Memorial garden in it's place	E. Renovate existing hall and build the extension that we have planning permission for.	F. Renovate existing hall to address current issues and not proceed with new extension.	G. Knock down existing hall and build a replacement on the same footprint.	H. Known down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	I. Construct new village hall at another location and leave the existing hall in place.	J. Construct new village hall at another location and knock down existing hall.
Total weighted scores	A	B	C	D	E	F	G	H	I	J
Cost	2.1	2.175	2.37	2.16	1.2	1.41	1.335	0.705	0.585	0.705
Technical specification	0.693	0.3675	0.6195	0.4725	1.197	1.113	1.5435	1.9425	1.7325	1.9425
Safety	0.322	0.266	0.4375	0.4375	0.63	0.63	0.63	0.7	0.336	0.7
Environmental	0.5775	0.42	0.777	0.8295	0.714	0.714	0.9765	0.945	0.9345	0.9765
Social	0.63	0.336	0.462	0.462	0.924	0.924	0.945	1.05	0.63	0.84
Economic	0.08925	0	0	0.021	0.20475	0.1715	0.2905	0.35	0.35	0.35
Community benefit	0.945	0	0	0.385	1.61	1.25125	1.44375	1.75	1.75	1.75
Total weighted score for option	5.35675	3.5645	4.666	4.7675	6.47975	6.21375	7.16425	7.4425	6.318	7.264

Do nothing	Closure			Renovation		New build			
A. Leave the hall as it is and restart using it.	B. Close the hall and never use it again.	C. Knock down existing hall and leave the ground levelled.	D. Knock down exiting hall and build a Memorial garden in it's place	E. Renovate existing hall and build the extension that we have planning permission for.	F. Renovate existing hall to address current issues and not proceed with new extension.	G. Knock down existing hall and build a replacement on the same footprint.	H. Known down existing hall, acquire adjacent land and build a replacement hall on the new footprint.	I. Construct new village hall at another location and leave the existing hall in place.	J. Construct new village hall at another location and knock down existing hall.