



Invitation to tender

Community Priorities in the Carrick Futures' Area of Benefit

Closing date for tender: Monday 24th February 2025

1. Background

Carrick Futures

Carrick Futures was incorporated in November 2009 (company number SC360390) and registered as charity in January 2013. The company was established to administer community benefit funds from ScottishPower Renewables' Arecleoch and Mark Hill Wind Farms, for the operating lifetime of these wind farms. Currently Carrick Futures receives just over £500,000 per annum to distribute.

Carrick Futures runs a fund which makes grants to community projects with located within or directly benefiting South Carrick, defined as the seven community council areas of Ballantrae, Barr, Barrhill, Colmonell & Lendalfoot, Dailly, Girvan and Pinwherry & Pinmore.

Carrick Futures is supported in this by Foundation Scotland which provides the company's secretariat and grant making support services.

Carrick Futures Fund Review

The Scottish Government Good Practice Principles (GPP) for Community Benefits from Onshore Renewables state that the aim of community benefits is to achieve a lasting legacy for communities.

Carrick Futures undertook a fund review finalised in December 2023 and as part of this process it was identified that assessing whether legacy is likely to be achieved by Carrick Futures is challenging, because there is no articulated shared understanding of what legacy means to the constituent communities in the area of benefit.

Stakeholders often interpret legacy to mean bricks and mortar projects. While assets are one physical manifestation of investment in a community, for many people other more intangible factors that influence whether rural communities thrive or just survive are just as closely related to legacy as buildings are.

The fundamental issue is **arriving at a shared understanding of what positive outcomes look like for communities in the area of benefit and ensuring that the Fund's role in enabling and resourcing these is clear, realistic and proportionate.**

As the fund moves towards what may be their final ten years of operation, achieving a shared understanding around this issue is sharply in focus as crucial to measuring success.

The 2019 GPP contain a clear recommendation that communities consider developing a community action plan to support community benefit delivery against aspiration and ambitions. When Carrick Futures was founded in 2009, practice recommendations such as these had not yet been developed, emerging as they have through the experiences and learning of funds such as Carrick Futures.

For multi community Funds such as Carrick Futures this GPP recommendation can come with some level of complexity as community action planning is often done on a single place basis.

However, in recent years, there have been examples emerging of multi-community funds where an area wide planning process has taken place and is being used to steer the use of the local Fund. Examples of this kind of multi community plan can be seen [here](#) and [here](#).

At this stage the Board has identified that there would be value in Carrick Futures examining how community action planning could help shape the next five to ten years of fund delivery.

Local Context

Responses from the Fund review survey of Carrick Futures' members indicated a low level of familiarity with the existence of local community action plans. Currently there are three live local Community Action Plans (Colmonell & Lendalfoot, Dailly and Ballantrae) with one other in planning (Barrhill).

A high-level attempt to look at shared priorities across the area of benefit was undertaken as part of the Review however the utility of this was limited by the lack of data/plans in place – at the time only one CAP was live and Dailly was not in the area of benefit.

The local authority, South Ayrshire Council, undertook formal place planning consultations with the communities in the fund area of benefit in late 2021, from which early findings were published in summer 2022; however, due to staff shortages only Girvan's final Place Plan has been published to date.

While it has been suggested by some bodies that place planning and community action planning can essentially be regarded as the same thing the application by South Ayrshire Council (SAC) of the Place Standard toolkit to the local process has resulted in discussions which heavily focus on the built environment and the interfaces between the community and the local authority.

While the final place plans at the time of writing have yet to be published for five of the seven communities, it is clear from the Girvan Place Plan and initial priorities data published

by SAC for other communities that the process as being delivered naturally leads to a heavy focus on the local authority's role and the outputs may therefore feel less community led. It is possible that local place planning may become a default replacement for community action plans in the area, for pragmatic and consultation-fatigue related reasons, and in so doing it is possible that the richness of a community-owned and led process could be lost. It is noted there is a live example in Ballantrae where place planning and action planning processes were combined. Current it is not clear whether the local Place Planning process (when it completes) being delivered by the local authority could be used by Carrick Futures as a direct substitute for the type of the community action planning envisaged in the Good Practice Principles, or when these processes might be completed.

From Carrick Futures' perspective, it's important that any local planning has authentic community ownership in terms of directing spend to the community's own ambitions and priorities, regardless of which agencies might be required to partner in the delivery of that plan.

2. The Task

The Carrick Futures Board would like to commission the development of an area wide report which aims to:

- identify shared community priorities across the Fund area, ensuring a) no community ambitions are left behind via the current place planning processes, and b) levelling the playing field for communities with no community action plan
- articulate a shared understanding of intended fund legacy for the remaining ten years of the Fund, with clearly defined intended outcomes which are proportionate to the scale and scope of the Fund.

The Board is keen to ensure that communities are not over-consulted and would prefer the work to build from that which already exists in both published CAP and draft place planning form, and that any consultation would be targeted and complementary to what has already taken place with a clear aim of filling in gaps or perspectives that are not represented in the existing documentation.

The Board would also like to ensure that the views of community anchor organisations in the area of benefit are specifically incorporated. Carrick Futures works to a definition of community anchor organisation as being a community-led, multi-purpose organisations, often managing community buildings and other assets, and trying to earn income from these assets or other enterprising activity or services. The Board is aware that these organisations are most closely aligned to a broad community development agenda, and usually are the custodians of local action plans where these exist. These organisations, where they exist alongside a community benefit fund, are usually pivotal in delivering funded activities against articulated community priorities.

Scope of Works

The selected consultant(s) will:

1. Synthesise the available relevant desktop research to identify key socio-economic information about the area. If there are gaps from documents/plans already developed for individual communities these will be filled. This will be presented as a clear section within the final planning document.
2. Synthesise the existing results of community engagement / consultation which has already been undertaken to inform existing Community Action Plans/Place Plans. This should include a review of the Local Development Plans.
3. Produce an area wide report which identifies where there are shared community priorities across the fund area of benefit (these can be shared by all seven communities or shared by sub sets of these) and highlights where there are not; provides practical next steps in relation to what projects or organisations needs to deliver these priorities, so that communities in the area of benefit can actively use this information to progress projects, both operationally and in approaching funders. This report will initially be presented in draft for discussion by a steering group formed of Carrick Futures Trustees and other local stakeholders, to be identified by the consultant. The draft will be amended based on feedback received. The report should include:
 - a. A short profile of the community presented in an accessible and succinct format and highlighting key socio-economic information;
 - b. An audit of current activity and services provided by community groups/ organisations, public authorities or others for the benefit of community members in South Carrick
 - c. A community vision for the South Carrick area highlighting shared priorities and associated underpinning values or principles to guide implementation of the plan along with how these were arrived at
 - d. Identification of key themes or outcomes and related (realistic) priority activity over the short (1-3 years) and medium (3-10 years) term. This can include specific projects.
 - e. A thorough explanation of the methodology behind the consultation including materials produced and data collected
 - f. An outline of how the plan can be monitored and reviewed
 - g. An Executive Summary for wider dissemination.

3. Tender timescale and process

The Board would like to this work complete in the first half of 2025.

Project Timetable

Tender circulated to prospective consultants	[Week 1]
Closing date for proposals	[Week 4]
Applications considered for shortlisting	[Week 5-6]
Interviews and decision	[Week 6-7]
Work starts; inception/ planning meeting; begin desk-top research	[Week 8-9]
Community consultation incl. feedback	[Week 10-26]
Draft Community Action Plan submitted	[Week 18]
Comments and revisions incorporated	[Week 19-22]
Final Community Action Plan signed off	[Week 24]

Budget

The Board has made available a budget of up to £24,000 based on the Local Energy Scotland guidance note. The cost of your proposal should not exceed this inclusive of VAT if applicable, and should be broken down to reflect the different components in the scope of works. As a guide, we expect the following weighting to each of the components in terms of costing:

Desktop research	5-30%
Additional community consultation	15-20%
Drafting the Community Plan	25-30%
Expenses (materials, venue hire, travel and subsistence)	0-5%

When setting out their costs, bidders should take into account that consultation/information gathering may be based more on what already exists rather than starting a process from scratch and there is an expectation that this will be reflected in the costing.

5. Management of relationship

The day to day point of contact for the appointee will be Foundation Scotland, liaising on behalf of the Board of Carrick Futures. The agreement will be with Carrick Futures. The steering group is expected to be formed by the consultant and to include representatives of the Board and other key stakeholders.

6. Procedure for tendering

Tender submissions should include:

1. Completed tender template (see Annex below), not exceeding 4 pages
2. Gantt chart / workplan
3. 1-page CVs for all consultants

The successful tender will demonstrate:

Skills and experience

- Significant experience of working with communities, including good interpersonal, facilitation and engagement skills.
- Knowledge and skills in participatory approaches to community action/place planning.
- Good writing and presentation skills, with an accessible style of communication.
- The relevant skills of each member of the project team and which tasks they will be carrying out

Methodology

- Demonstrate in detail how the scope of works above will be delivered
- Set out a project plan demonstrating how the work will be phased.
- Align with the National Standards for Community Engagement

Price

- Provide detailed costing for all activities in the scope of works.
- Show good value for money.
- Include all materials, travel and subsistence, and VAT (where applicable).

Application process

Please send your proposal by email to Carrick Futures' secretariat on christie@foundationscotland.org.uk on or by 24th February 2025 with the subject heading 'Carrick Futures Tender'. Receipt of submissions will be acknowledged.

Informal enquiries are welcome and should be made to Suzy Mercer at Foundation Scotland on 07557 480 062 or suzy@foundationscotland.org.uk

ANNEX A: TENDER TEMPLATE

Organisation:	
Legal Status:	
Contact Name:	
Contact Tel:	
Contact E-mail:	

Skills & experience

Please outline relevant skills and experience, providing details of two similar projects delivered within the last 3 years.

Methodology

Describe in detail how the scope of works outlined in the ITT will be delivered. Please submit a separate 1-page workplan / Gantt chart demonstrating how the work will be phased.

Consultation Summary

<i>Method</i>	<i>Frequency</i>	<i>Rationale</i>
Focus groups / workshops / community events		[please provide a brief rationale for the level / depth of consultation]
Stakeholder interviews		
Survey / questionnaire	[target]	
Other		

Budget

Day rate: £	[Please note that a single day rate must be applied]	
<i>Activity</i>	<i>No. of days</i>	<i>Cost</i>
[add rows as required]		
Total activity cost:	£	
Travel & subsistence:	£	
Total (excl. VAT):	£	
Total (inc. VAT):	£	

Registered Office: c/o Foundation Scotland, 15 Calton Road, Edinburgh EH8 8DL
Registered Company Limited by Guarantee SC369380 and Scottish Charity SC043722