
Report to Planning Committee

Date of Meeting: 1 May 2025

**Subject: Community Asset Transfer (CAT) Request – Marshill House,
Alloa**

Report by: Strategic Director (Place)

1.0 Purpose

- 1.1. This report seeks a decision in accordance with Part 5 of the Community Empowerment (Scotland) Act 2015 (“the Act”) on the Community Asset Transfer Request (“CAT Request”) made by Alloa Community Shed (“ACS”) for the purchase of Marshill House, Alloa (the “Property”).

2.0 Recommendations

- 2.1. It is recommended that Committee:
- 2.1.1. give consideration to the requirements in the Act at sections 82 (3) and (4) and the statutory guidance published in terms of section 96 of the Act;
 - 2.1.2. determine the CAT Request for Marshill House made by ACS, as outlined in the appendix, by approving the application on the basis that following review and consideration, that there are no reasonable grounds for refusal, and
 - 2.1.3. delegate authority to the Clerk, in consultation with the Chair of the Committee, to issue a decision notice in terms of the Act.

3.0 Considerations

Background

- 3.1. Council declared Marshill House surplus at its meeting held on 30 November 2023. It is a Category B –listed building. It is currently vacant. The current market value of the property is £130,000.
- 3.2. ACS were originally established in 2015 as a Men’s Shed. They are currently based in an industrial unit in Alloa on which they pay a commercial rent monthly. In 2024, they were advised to broaden their scope in order to access funding going forward and become a ‘Community Shed’. The process of changing their governing documents and charitable registration is underway. Should the transfer by sale be approved, Marshill House will become the

property of Alloa Community Shed, which holds the same OSCR registration number as its predecessor, the Forth Valley Men's Shed.

- 3.3. ACS submitted a CAT Request under the terms of the Act for the purchase of the Property for a price of £120k. The offer price represents a discount of 8% on the market value. The Council can accept the discount on the market value and still meet its obligations to obtain best value.
- 3.4. ACS propose to use ownership of the Property to continue and to expand their operations as a community shed offering a range of community-led services to local people. The proposal brings back into use a Category B listed building in Alloa Town Centre.
- 3.5. The proposal is dependent on the award of a Scottish Land Fund grant for the purchase price. It is expected that the Scottish Land Fund will make a decision on the application for funding in June 2025.
- 3.6. The building has structural issues and requires repairs. Health & Safety issues and compliance issues arising out of a long period of being unoccupied require to be addressed before the building could be fully operational. ACS have provided assurance that they will address the Health & Safety issues as a priority before its members and the public start to use the building.
- 3.7. The Business Plan submitted in support of the Request describes how ACS will use the building, how the expected benefits meet community need, and it acknowledges the need for repairs. The proposal aligns with the Council's Be The Future strategic theme 'Empower Families & Communities'. It contributes to Wellbeing and Place priorities in Clackmannanshire's Wellbeing Economy Local Outcomes Improvement Plan.
- 3.8. In accordance with the provisions of the Act, a public notice of the CAT Request was posted at the property on the 22nd of November 2024 and the public were invited to make representation. A total of 1 representation was received in support of the proposal. There were no objections. Alloa Community Council made formal representation in support of the proposal.
- 3.9. The CAT Request was assessed using a scoring system for assessing the benefits and risks of the proposal. Dialogue with the applicant was maintained during the assessment process. The scored assessment using the criteria the Council sets out in its Community Asset Transfer Guidance December 2018 is summarised in para 3.10.

3.10. **Scored Assessment**

Criteria	Score 1-5	Comments
a. Realistic costings for the project	2	<p>Detailed financial projections for 5 years have been formulated. Some contingency is factored in but figures for inflation and maintenance/repairs do not seem realistic.</p> <p>Income and financial stability relies heavily on grant funding not yet secured and there is no 'sinking fund' considering the age and condition of the building.</p>

b. Viability of business plans	3	The Business Plan sets out its vision for ownership of the asset and what it will do through volunteer-led activity over years 1-5 to deliver the intended outcomes. It sets out an ambitious programme of phased re-development of the building to allow the group to manage the pace of repairs alongside ongoing service delivery.
c. Appropriateness of funding	2	Appropriate sources of funding have been identified, although no grant funding is already in place. Grant sources will become available to the applicant if they own the building. The applicant has some reserves to cover costs. Should grant funding applications be unsuccessful the applicant would not be able to cover the operational costs of the property.
d. Long term sustainability and succession plans	3	Sustainable methods of income generation to remove reliance on grant funding whilst meeting social need have been identified. Sustainable approaches to delivery of the proposal including sharing resources, re-using materials and reducing waste have also been outlined.
e. Competence, capability and experience of the community body	4	The applicant has a successful track record of operating a Men's Shed dating from 2015. Relevant skills and experience of members have been identified and the capacity of the organisation to be self-sufficient in building maintenance play a major part in the viability of the proposal.
f. Governance arrangements	3	The organisation has been operating since 2015. Adequate arrangements are in place for good governance and new policies specific to the proposal are being drawn up. Relevant skills and access to support have been identified. In addition, the applicant will invest in paid staff whose role will include promoting good governance.
g. Value of proposed and existing use and level of community benefit	5	The proposed use aims to ensure long-term that the ACS continues to delivers social, mental and physical wellbeing benefits to the local community. The proposal brings a vacant town centre property into community use. There is evidence of community engagement and community support for the proposal.
h. Impact and risk of project failure. (where 1 is high impact/risk and 5 is low)	2	The organisation is taking on a high level of risk in taking on this property due to the extent of repairs needed to make it operational and high reliance on grant-based income. This applicant is aware of the need for repairs, has assessed the risk and set out mitigating action.
Overall score	24/40	

3.11 The assessment shows that there is a level of risk in the proposal which, without an adequate budget, would present a barrier to operational use of the building by the Council. However, as a community group, ACS has access to

grant funding, which is not available to a Local Authority, for which it will become eligible upon successful transfer of ownership. Hence the willingness of the applicant to carry the level of risk whilst relying on so far unsecured grant funding for building repairs set out in the Business Plan.

- 3.12 The Act expects Requests to be approved unless there are reasonable grounds for refusal. The Scored Assessment in para 3.10 confirms that although there are risks associated with the proposal, there are no reasonable grounds for refusal.
- 3.13 In accordance with statutory guidance, the Committee's decision and the reasons for the decision must be reported to ACS by the statutory deadline of the 18th of May 2025.
- 3.14 The decision will include any conditions which may be deemed necessary to protect the interests of the Council in respect of the sale of the asset.

4.0 Sustainability Implications

- 4.1. The recommendations in this report maintain the status quo for service delivery and provide opportunities to expand the provision of community-led services to local residents in a town centre location.
- 4.2. To strengthen the long-term sustainability of the proposal, officers have provided advice and guidance to the applicant on the priority financial and health and safety challenges relating to transfer of ownership of the building.

5.0 Resource Implications

5.1. Financial Details

- 5.2. The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate. Yes X
- 5.3. Finance has been consulted and has agreed the financial implications as set out in the report. Yes X
- 5.4. *Staffing* There are no staffing issues directly associated with this decision.

6.0 Exempt Reports

- 6.1. Is this report exempt? Yes ☐ (please detail the reasons for exemption below) No X

7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

- (1) **Our Priorities** (Please double click on the check box ☒)

Clackmannanshire will be attractive to businesses & people and ensure fair opportunities for all ☐
 our families; children and young people will have the best possible start in life ☐
 Women and girls will be confident and aspirational, and achieve their full potential ☐
 Our communities will be resilient and empowered so that they can thrive and flourish X

(2) **Council Policies** (Please detail)

Clackmannanshire Council Be The Future Programme

Wellbeing Economy Local Outcomes Improvement Plan 2024-34

8.0 Equalities Impact

8.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?
 Yes X No ☐

9.0 Legality

9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes X

10.0 Appendices

10.1 Please list any appendices attached to this report. If there are no appendices, please state "none".
 Appendix 1 - CAT Request Form, Plan and ACS Business Plan

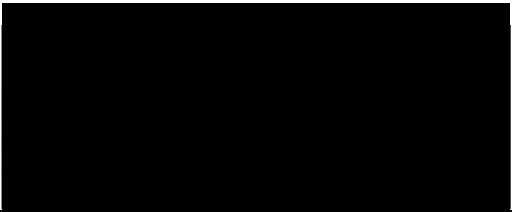
11.0 Background Papers

11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)
 Yes ☐ (please list the documents below) No ☐

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Lesley Baillie	Strategy & Performance Adviser	Ext 2012

Approved by

NAME	DESIGNATION	SIGNATURE
Kevin Wells	Strategic Director (Place)	

Community Empowerment (Scotland) Act 2015**Asset Transfer Request Form****IMPORTANT NOTES:**

Please make sure that you have read the asset transfer guidance provided by the Scottish Government and by Clackmannanshire Council before completing this Asset Transfer Request Form.

You do not need to use this form but using it will help you to make sure you include all the information required under the legislation.

We welcome the opportunity to discuss your proposals with you informally before you make a formal asset transfer request. If you have not already made an Expression of Interest, we recommend you do that first by contacting the Asset Transfer point of contact using the telephone number or the email address below, or by completing and submitting an Expression of Interest from which you can find on our website.

When completed, return this form using the Asset Transfer email address assettransfer@clacks.gov.uk or by handing it in to us at Kilncraigs.

Asset Transfer point of contact
Kilncraigs, Greenside Street, Alloa, FK10 1EB
Tel: 01259 452012/450000
Email: assettransfer@clacks.gov.uk

**This is an asset transfer request made under Part 5 of the
Community Empowerment (Scotland) Act 2015.**

**Section 1: Information about the community transfer body (CTB)
making the request**

1.1 Name of the CTB making the asset transfer request

Alloa Community Shed

1.2 CTB address. This should be the registered address, if you have one.

Postal address:

Unit 5

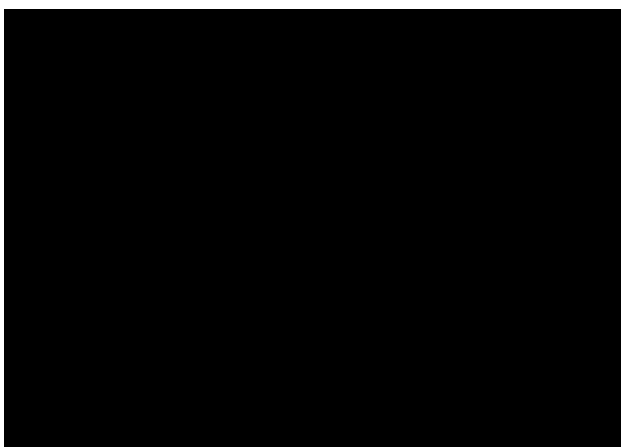
8 Ward Street

Alloa

Postcode:FK10 1ER

1.3 Contact details. Please provide the name and contact address to which correspondence in relation to this asset transfer request should be sent.

Contact name: Kenny Quinn



☒ We agree that correspondence in relation to this asset transfer request may be sent by email to the email address given above. *(Please tick to indicate agreement)*

You can ask us to stop sending correspondence by email, or change the email

address, by telling us at any time, as long as 5 working days' notice is given.

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

	Company, and its company number is	
X	Scottish Charitable Incorporated Organisation (SCIO), and its charity number is	SC048701
	Community Benefit Society (BenCom), and its registered number is	
	Unincorporated organisation (no number)	

Please attach a copy of the CTB's constitution, articles of association or registered rules.

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

No ☐ **Yes** ☒

Please give the title and date of the designation order:

--

- 1.6 Does the organisation fall within a class of bodies which has been designated as community transfer bodies by the Scottish Ministers?

No ☐ **Yes** ☒

If yes what class of bodies does it fall within?

--

Section 2: Information about the land and rights requested

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

You should provide a street address or grid reference and any name by which the land or building is known. If you have identified the land/buildings on our asset register or on our register of land, please enter the details listed there.

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

Marshall House,

Marshall,

Alloa

FK10 1AB

Grid Ref :Map Eastings 288432 Map Northing 692983

Full Marshall House Building and associated green space at the rear of the house, open to discussions about potential ownership or management options.

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

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

UPRN:

Section 3: Type of request, payment and conditions

3.1 Please tick what type of request is being made:

☒

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

☐

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

☐

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

3A – Request for ownership

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

Proposed price: £120,000 (valuation £150,000 with 20% discount)

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

3B – request for lease

What is the length of lease you are requesting?

N/A

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

Proposed rent: £

N/A

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

3C – request for other rights

What are the rights you are requesting?

n/a

Do you propose to make any payment for these rights?

Yes ☐

No ☒

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

Proposed payment: £ per

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

Section 4: Community Proposal

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

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

Forth Valley Men's Shed was initially established in 2015 with the aim of improving the health, wellbeing and needs of older men in the area. Since opening, the Shed has gone from strength to strength, growing its core membership and service offerings and expanding its beneficiary range. To reflect its more inclusive approach, Forth Valley Men's Shed transitioned to become Alloa Community Shed in 2024, open to all - regardless of age, gender or background.

In 2018, Forth Valley Men's Shed took a lease on their first premises in an industrial estate on the outskirts of the town. As the rent now makes up almost 40% of the Shed's outgoing expenses, trustees carefully considered the sustainability of the organisation, found ways to generate income and have continued to review income sources. Using these policies and with careful management, the Shed's trustees have maintained a sustainable organisation.

With the future sustainability of the organisation in mind, alongside increasing need in the community, trustees decided to investigate the possibility of purchasing a local, centrally located building, Marshall House, to help give them more control over their future. The Shed's current rented premises presents a number of barriers to participation including its location on the outskirts of the town, which is hard to reach, the building's size and layout which prohibits the Shed from expanding its membership or developing any new activities.

In 2023, trustees formed a subcommittee to explore the possibilities and a Stage 1 application to the Scottish Land Fund was submitted to support the development of a Feasibility Study and Business Plan for the acquisition of Marshall House in Alloa Town Centre. After securing Stage 1 development funding, consultants were commissioned and extensive work was undertaken to carry out community-based research, consult with members and the wider community to shape this Business Plan. Evaluation(s) of the building were also undertaken to get a better understanding of its condition and what repairs and improvements might need to be factored in to make the building habitable and fit for purpose over the coming years.

A key driver of the asset transfer and building purchase is to secure the continuation of the Shed's existing offer and impact, but also to offer a wider range of services and activities to the whole community of Alloa where there are significant and diverse needs. We will continue to focus on delivering social and practical opportunities for older men, but we also want to use this as an opportunity to deliver on the 'Community Shed' model and extend our work to include the whole community.

Alloa has consistently been recognised as an area of significant need, particularly in its town centre, where complex and deep-rooted levels of deprivation persist. Alloa South and East rank among the most deprived areas in Scotland, falling within the 5% of the most disadvantaged data zones according to the SIMD 2020 report. This deprivation has led to poor health outcomes, with mental ill health and overall wellbeing emerging as major challenges. Consequently, these issues contribute to economic inactivity, perpetuating a cycle of disadvantage.

Stakeholders have highlighted the urgent need for holistic mental health support and informal assistance to enhance community wellbeing. Many older residents, rooted in a traditional industrial background, often find it difficult to discuss their mental health with professionals.

Instead, they prefer to connect informally with others in the community who share similar experiences and can offer understanding and support.

For young people, statistics show a lower-than-average uptake of higher education. Stakeholders told us that there is a need for more and better options for school leavers to learn skills, explore their interests and alternative employment options.

Alloa Town Centre itself has suffered from high levels of deprivation, a lack of investment, and the presence of derelict buildings. Community feedback indicates a pressing need for safe, warm spaces where residents can gather. This situation is exacerbated by challenges such as anti-social behaviour, drug use, and crime, which leave many feeling unsafe in their own neighbourhoods. The absence of informal spaces for connection and purposeful activities has led to increased social isolation, as individuals tend to stay at home.

Despite these challenges, Alloa boasts an active community dedicated to improving the lives of its residents. However, there is a clear need for these groups to collaborate more effectively, developing partnership projects and referral networks to maximise their impact.

Benefits of the proposal

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

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

The primary outcome of the Community Shed will be the reduction of social isolation and loneliness. This will contribute to improved wellbeing, both mentally and physically, as a result of making friends, engaging in social activity, doing something different and worthwhile and staying active. The Shed provides people with the opportunity to build motivation, confidence, self-esteem, physical fitness and quality of life. The Shed also strives to support the community and voluntary sector in Alloa to thrive by working in partnership, joint projects and supporting groups using space.

Outcomes

- Reduction in social isolation and loneliness
- Increased mental wellbeing
- Increased physical wellbeing
- Improved quality of life and relationships
- Creation of a vibrant local community with opportunities for all
- Community groups and organisations working together to improve the lives of people living in Alloa

Indicators

- Creating new friendships
- A sense of belonging and contributing to a community
- Increased self-esteem and confidence
- Increased physical activity levels and fitness
- Improved mental health

- Number of volunteer hours
- Number of community groups provided with facilities to hire at a low cost
- Number of partnerships developed with community groups and organisations

Please see attached document for social value calculations attached to these outcomes. We have also included a detailed outcomes section within our Business Plan.

Restrictions on use of the land

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

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

Marshall House has B-listed building status but we are not intending to make any changes to the outside or fabric building.

Negative consequences

4.4 What negative consequences (if any) may occur if your request is agreed to? How would you propose to minimise these?

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

As a part of the Business Planning process, we have carefully considered the risks associated with the project and any negative consequences that may occur as a result of the asset transfer. One key concern could be the under utilisation of space, however as we propose to change our focus from men exclusively to the whole community we will be able to deliver a diverse programme of activities that attract diverse groups. We will also hire space out to other community groups at a low cost, increasing the use of the building for the benefit of the community.

We will establish a clear maintenance plan and budget for the building (our cash flow sets aside an annual pot for ongoing maintenance) to avoid the Shed trustees from becoming overwhelmed by the responsibility for maintaining the building. Our Business Plan includes diverse funding streams and reduces overall reliance on grants.

One issue that has been raised during the consultation is safety and security issues, given the issue in the town centre with anti-social behaviour and drug use. We will install a secure door entry system and CCTV to create a safe environment for all.

Capacity to deliver

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

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

The Community Shed currently has 9 elected directors to meet its statutory obligations, provide leadership and direction and oversee operations. The current board is comprised mainly of retired men who come from professional backgrounds. However we are expanding our board and now have a local young person, who is also the Vice Chair of Alloa Community Council and we now have two female trustees. Our trustees are well connected in the community and active with other groups besides the Shed. For example, the Chair is a board member of Clackmannanshire Third Sector Interface (CTSI) which provides an effective link to other community groups and organisations operating in the area.

The results of the skills audit indicate that the board has a significant and relevant range of skills and experience covering several skill sets including project planning and management, business planning, governance and marketing. Relevant skills on our board include:

- Our Chair has worked in community education, and has professional experience in logistics, operations management, tendering and budget management.
- One board member with a HNC in Accountancy and is a certified bookkeeper and has plenty of experience dealing with accounts, which is a valuable skill set to be utilised as the Shed continues to grow. Another member is self employed as a Financial Advisor and is skilled in financial planning, budget control, project management and planning.
- Board member currently the Chair of a local veteran's group and has acted as Treasurer for other various community and voluntary groups.
- Our board members are involved in various other community groups as board members including Clackmannanshire TSI, Alloa Hub, Forth Valley Sensory Centre, Clackmannanshire Camera Club. Our board of trustees includes a member who is registered blind, who links us to the Disability Access Panel.
- All of our trustees are local and have a deep understanding of the community of Alloa and it's needs. One of our trustees spent 35 years living in the local area and working as a Community Police Officer.
- Our two female trustees bring a range of practical skills to share with our community including craft work, knitting/crocheting, laser, 3D and vinyl printing and metal detecting.

We are also undergoing a board recruitment process, as we are aware of the need to build the capacity and diversity of the trustee group in preparation for the acquisition of Marshall House. At our upcoming AGM (November 2024, the first as Alloa Community Shed) we will endeavour to ensure our trustee group represents all the Shed's beneficiary groups, present and future.

The research report and the subsequent business plan prepared for the acquisition of Marshall House sets out the need to implement a volunteer and 'shed supervisor'/mentor volunteer structure

(based on the successful implementation of this model in case study examples- see Westhill Men's Shed), to manage the needs of an increased membership operating across a larger premises.

While the Shed is currently volunteer led organisation, in the future as activity and membership grows, it has been acknowledged by trustees that there is a need to ensure that increased activity is supported by a staff member (initially part time). This staff member will lead on the development of the Community Shed model, supporting by the board of trustees to build and nurture the project, fostering positive community connections, and ensuring sustainability.

Development Worker post responsibilities will include:

- Working in the community to identify groups and individuals who are interested in getting involved in the Shed programme,
- Programme and support regular workshops, activities and events as required, or support local people and volunteers to do this,
- Develop and manage a volunteering programme including the introduction of the 'Shed Supervisor' and peer mentoring model,
- Undertake monitoring and evaluation activities including recording outcome feedback, writing case examples, keeping statistics,
- Support the Shed Trustee team with Facilities Management, including the management of bookings,
- Lead the marketing and promotional activities to raise the profile of the Shed locally and reach new groups.

Section 5: Level and nature of support

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

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

Our board and volunteers have put a huge amount of effort into the community consultation process for this project, and we have had a great response and a lot of support from our members, the wider community and local groups and organisations throughout the process. Throughout the consultation process we have engaged over 300 people, many of whom have expressed an interest in becoming members once we move to Marshill House.

We have used a range of consultation methods to consult with our community. We used a community survey (offering online and hard copy options) which had 111 responses and complemented this with consultation sessions at local supermarkets where we informally consulted with around 100 people over a four-week period. A range of stakeholders and potential partner organisations were consulted, and all were extremely supportive and enthusiastic about the prospect of Marshill House being brought back into use for the benefit of the community.

In November, we held a very successful Shed open day at our current premises which was attended by around 100 local people and various stakeholders. We used this as an opportunity to share our draft plans and gather feedback, alongside showcasing the work we do (we held metal working, 3D printing, crafting, and art displays) to drive up membership. The Open Day was well attended by both men and women, and a range of different age groups, many of whom had never been to the Shed before.

98% of survey respondents supported the Shed's move to Marshall House and 80% of survey respondents strongly agreed that the move would help to improve the local health and wellbeing of the population. Those who expressed concerns wanted to see the Shed retain some men's only sessions, which has been built into our plans.

Stakeholders and third sector organisations working locally in Alloa and across the local authority were strongly in support of the Shed expanding its activity and becoming accessible to a range of new beneficiaries.

Refer to section 1.3 Methodology and section 4.8 Communities will have a stronger role in their own development.

Section 6: Funding

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

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

We are applying to the Scottish Land Fund to acquire stage 2 funding which will cover the full purchase price of the building, providing we secure a 20% discount on the valuation figure. We intend to pay legal fees from our own reserves.

We will approach funders for essential upgrades (including fire register/doors, kitchen upgrades, asbestos survey) required in the first year. As a part of the business planning process we identified a range of suitable funds but in the first instance we will approach Lottery (Awards for All), Screwfix Foundation. We will also be able to use some of our own income generated from contracts, sales and donations to contribute towards building renovations over time.

As we are Men's Shed, we are fortunate that we will be able to do a great deal of minor repair work required ourselves.

The following outlines our proposals to tackle the work required to get Marshall House operating as a Community Shed:

1. First priority is to make sure the building is wind and watertight. This requires remedial work on the roof [external] which will require a contractor due to the heights involved. The "Building Condition Report" supplied by Hardies states the roof is in reasonable condition and repairs deemed to be relatively minor. Cost met from Capital
2. Rainwater gutters and downpipes need attention and again due to heights involved, an external contractor will be required to carry this out. Cost met from Capital
3. Internal Electrical Inspection. Costs from Local Business sponsor and inhouse Shedder knowledge/experience + Materials
4. Internal Heating and Plumbing. Costs met by local Business Sponsor and inhouse Shedder knowledge/experience + Materials
5. Internal partition wall removal (non-original additions) Cost – Inhouse Shedder experience + Materials
6. Internal plastering and Finishing. Cost – Approach to FV College as Student Project / Inhouse Shedder experience + Materials
7. Basement window to door conversion. Contractor required. Cost met by Capital.

Signature

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

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

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


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

Name Kenny Quinn

Address 

Date 15/11/24

Position Chair person

Signature 

Name David Tilling

Address 

Date 15/11/24

Position Secretary

Signature 

Checklist of accompanying documents

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

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

Title of document attached:

Constitution of Alloa Community Shed

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

Documents attached:

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

Documents attached:

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

Documents attached:

Business Plan – which includes all of the above

Social Return on Investment

Section 5 – evidence of community support

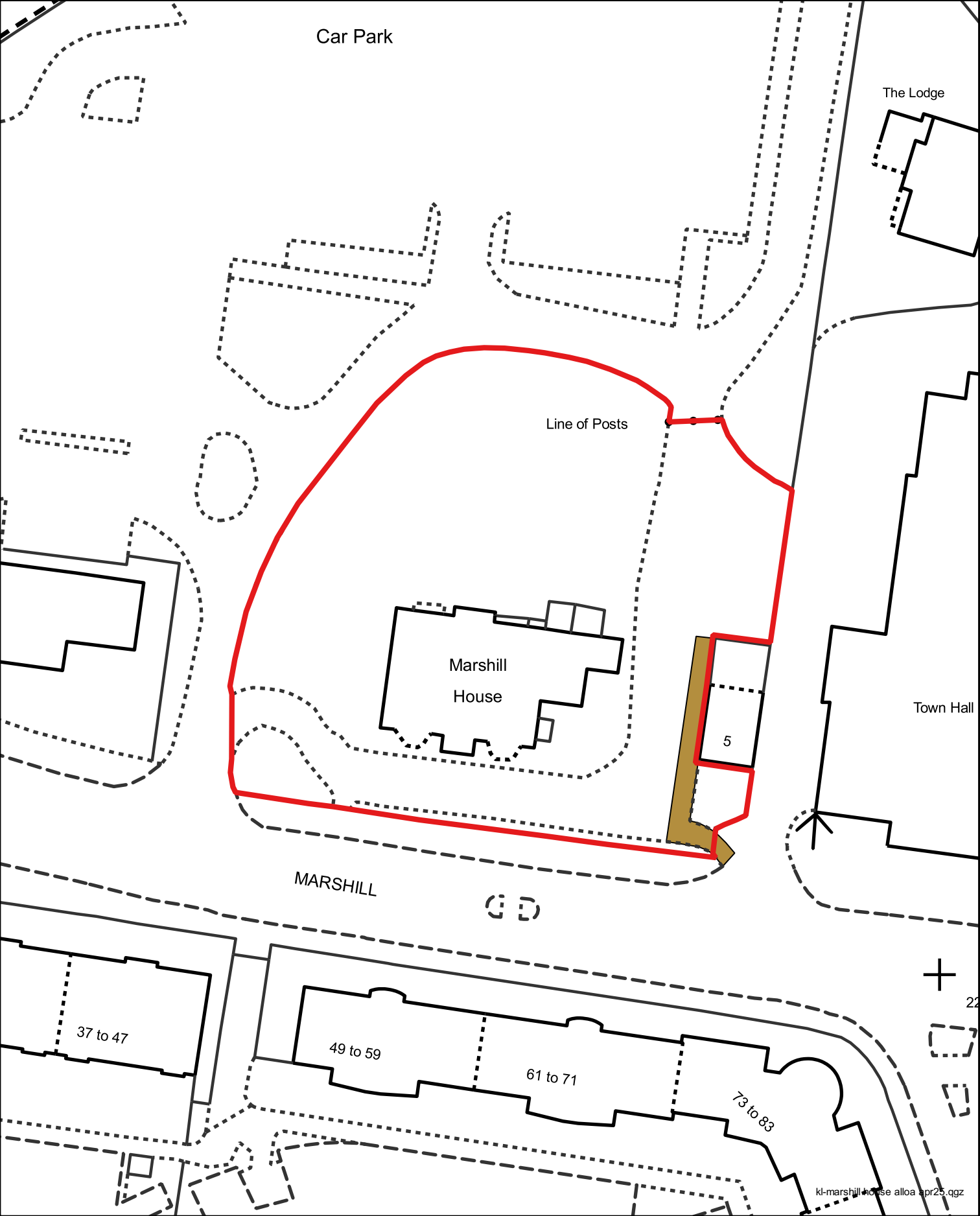
Documents attached:

Business Plan

Section 6 – funding

Documents attached:

Business Plan



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Business Plan

Community Buy Out of Marshall House, Alloa

Alloa Community Shed

March 2025



1. Introduction and Background

1.1 Background and Original Drivers

Forth Valley Men's Shed was initially established in 2015 with the aim of improving the health, wellbeing and needs of older men in the area. Since opening, the Shed has gone from strength to strength, growing its core membership and service offerings and expanding its beneficiary range. To reflect its more inclusive approach, Forth Valley Men's Shed transitioned to become Alloa Community Shed in 2024, open to all - regardless of age, gender or background.

In 2018, Forth Valley Men's Shed took a lease on their first premises in an industrial estate on the outskirts of the town. As the rent now makes up almost 40% of the Shed's outgoing expenses, trustees carefully considered the sustainability of the organisation, found ways to generate income and have continued to review income sources. Using these policies and with careful management, the Shed's trustees have maintained a sustainable organisation.



With the future sustainability of the organisation in mind, alongside increasing need in the community, trustees decided to investigate the possibility of purchasing a local, centrally located building, Marshall House, to help give them more control over their future. The Shed's current rented premises presents a number of barriers to participation including its location on the outskirts of the town which is hard to reach, the building's size and layout which prohibits the Shed from expanding its membership or developing any new activities.

In 2023, trustees formed a subcommittee to explore the possibilities and a Stage 1 application to the Scottish Land Fund was submitted to support the development of a Feasibility Study and Business Plan for the acquisition of Marshall House in Alloa Town Centre. The building is currently owned by Clackmannanshire Council.

After securing Stage 1 development funding, consultants were commissioned and extensive work was undertaken to carry out community-based research, consult with members and the wider community to shape this Business Plan. Evaluation(s) of the building were also undertaken to get a better understanding of its condition and what repairs and improvements might need to be factored in to make the building habitable and fit for purpose over the coming years.

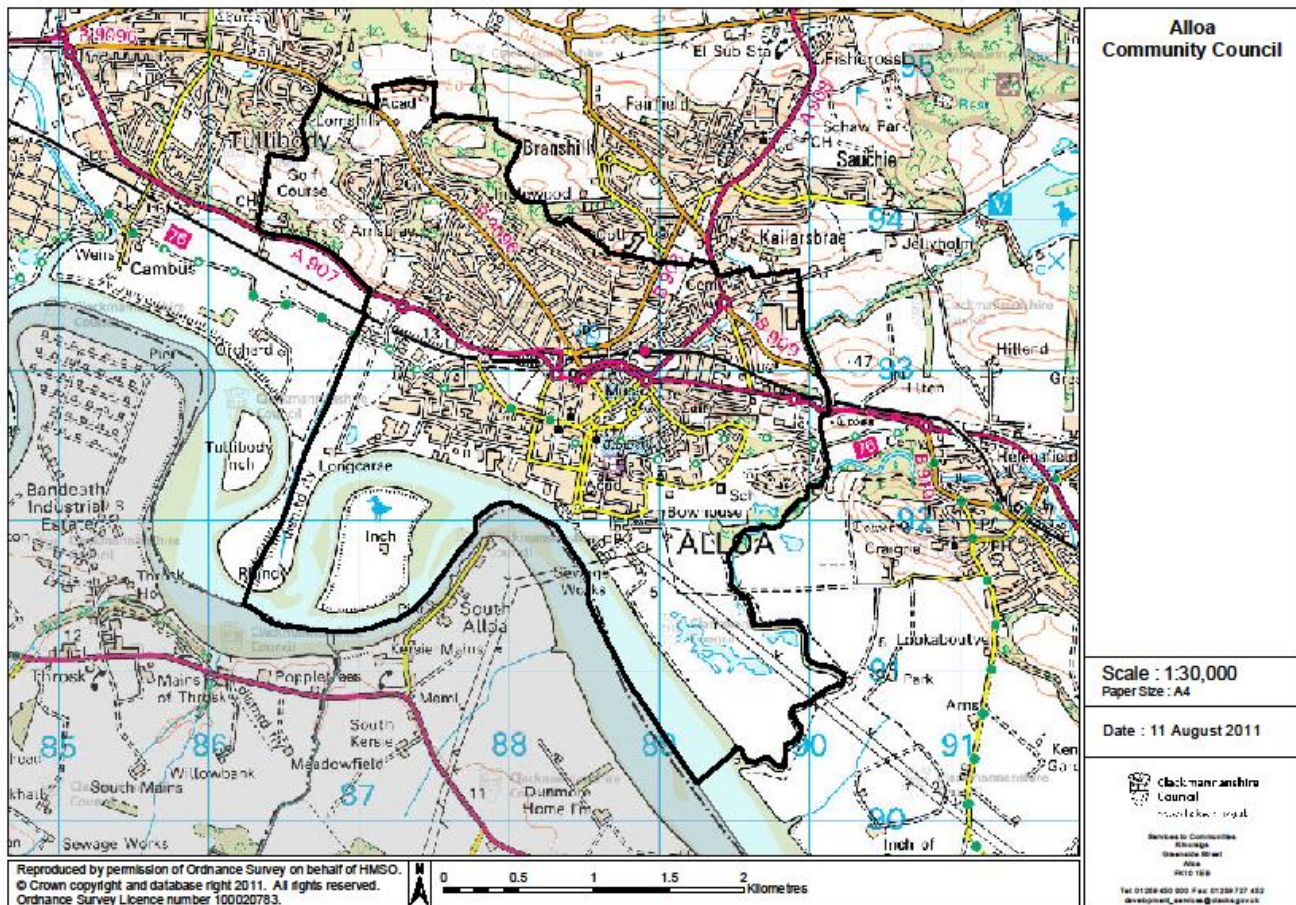
A key driver of the asset transfer and building purchase is to secure the continuation of the Shed's existing offer and impact, but also to offer a wider range of services and activities to the whole community of Alloa where there are significant and diverse needs. We will continue to focus on delivering social and practical opportunities for older men, but we also want to use this as an opportunity to deliver on the 'Community Shed' model and extend our work to include the whole community. To reflect its more inclusive approach, Forth Valley Men's Shed transitioned to become Alloa Community Shed in 2024, open to all - regardless of age, gender or background.

This Business Plan sets out a road map for Alloa Community Shed to acquire Marshall House and deliver on their ambitions to transition into a vibrant and inclusive Community Shed.

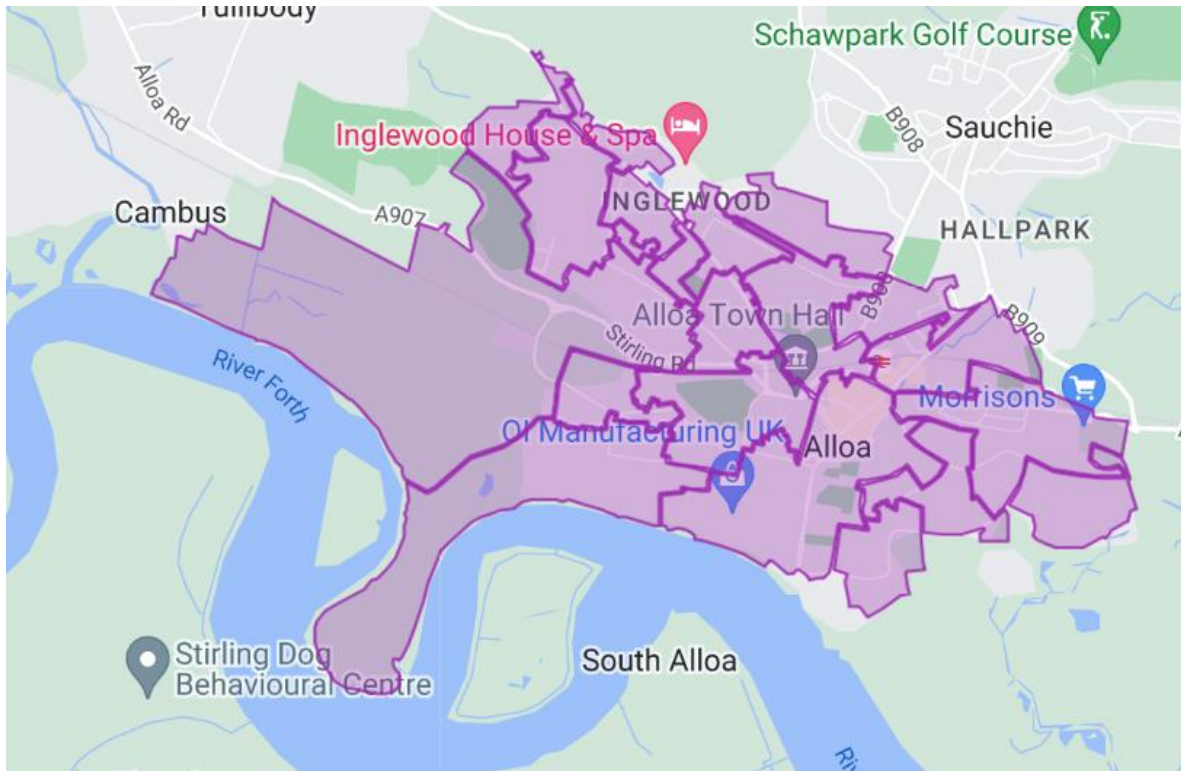
1.2 About the Community

Defined Community

Our new constitution as 'Alloa Community Shed' defines our community as the town of Alloa as set out in the Alloa Community Council boundary.



The map below shows Alloa Community Shed area which is the town of Alloa as defined by the 2022 Census Boundary (shown on the map). This is the area which we have used to pull statistics for this report, it aligns closely with the Community Council boundary (and membership area for the Community Shed) as shown above.



About Alloa

Alloa is a town in Clackmannanshire in the Central Lowlands of Scotland. Called “the wee county” it is the smallest local authority area in Scotland with a population stretching across 154 squared km.

Alloa is a historical town with a rich industrial heritage of wool production, weaving and glass making. Mining also played a key part in the development of the town as the [Waggonway](#), one of Scotland’s earliest railways, took coal from the Sauchie mines to Alloa Harbour as early as 1766. Perhaps most famous for brewing and malt distilling, Alloa has been home to beer brewers since the late eighteen hundreds when Younger’s opened in the town. While the town has a deep industrial past with distillery, deep coal mining and textiles, there is a legacy of the demise of those industries during the latter part of the 20th Century. It had an active port but this became increasingly uncompetitive and the port stopped operating in 1970.

Now, in the 21st century Alloa is a vibrant College town serving [Forth Valley College’s Alloa Campus](#), and is the administrative centre of Clackmannanshire Council and the region’s main shopping centre. The town has a retail core focused on a traditional high street, with most of its leisure and other services and a key tourist attraction on the periphery of the town centre.

Population and Statistics

The town of Alloa has a resident population of 13,801 (2022 census). The age demographic of the area is similar to the national average, with slightly lower numbers of older people (over the age of 65).

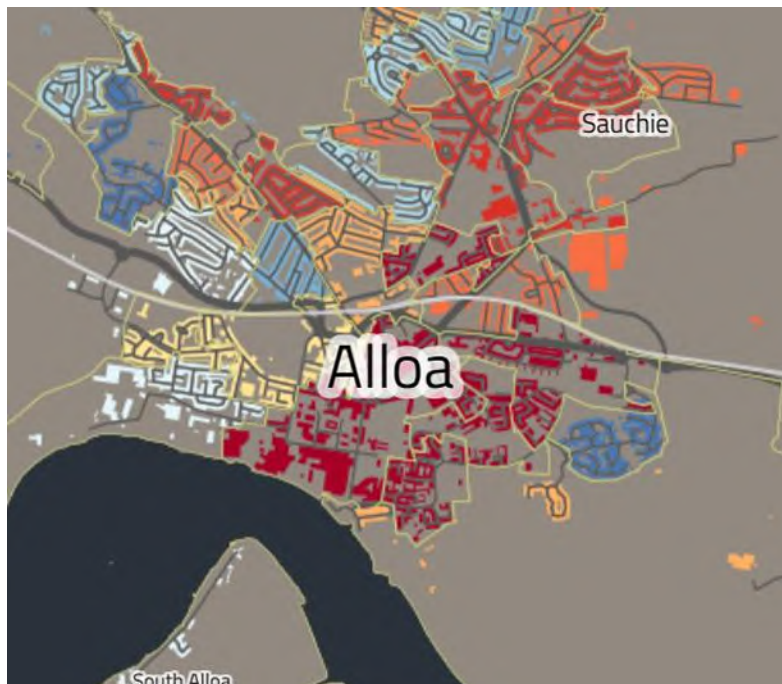
There are significant levels of deprivation in the area with Alloa South and East is the most deprived area in Clackmannanshire:

- 25% of people living in Alloa claim Universal Credit, which is well above the average of 16% in Clackmannanshire and lower than the average of 13% across Scotland (DWP, March 2022).
- There are also higher levels of pensioner poverty in Alloa than the regional and national average. Pension Credit provides financial help for people aged 60 or over whose income is below a certain level (so is an indicator for pensioners living in poverty). 18% of pensioners in Alloa are considered to be living in poverty as claim Pension credit which is significantly higher when compared to 10% of pensioners across Clackmannanshire and 12% across Scotland as a whole. Numbers of people claiming attendance allowance (payable to those over the age of 65 who require personal care and supervision due to disability) are also higher in Alloa (18% of those over the age of 65) than the Clackmannanshire (11%) and Scottish average (13%).

A comprehensive quantitative data exercise conducted by Public Health Scotland (2023) has indicated that some groups in Alloa face particularly significant inequalities. Those groups are:

- people experiencing deprivation in Alloa South and East;
- people with problem substance use involving alcohol;
- people experiencing poverty with a focus on children;
- and people experiencing ill health and dying prematurely.

Deprivation



The Scottish Index of Multiple Deprivation (SIMD) measures the level of deprivation across 6,976 data zones in Scotland. The SIMD combines data across seven domains: income, employment, education, health, geographic access to services, housing and crime.

Alloa is made up of 20 datazones and levels of deprivation vary across the town as seen from the image above. The areas in darker red indicate the most deprived 10% datazones in Scotland and the areas in blue indicate the least deprived 10% datazones.

- Five data zones in Alloa are within the most deprived 10% of areas in Scotland.
- Three of these data zones fall within the most deprived 10% of Scotland in relation to the domains of income, employment, health, education and crime.
- As shown in the map, the South and East areas of Alloa are of particular concern, with most areas falling into the bottom 5%. These data zones have consistently fallen into the bottom 5% since SIMD 2004, indicating deep-rooted and intergenerational poverty.

There are high levels of deprivation and unemployment in Clackmannanshire. According to the Scottish Index of Multiple Deprivation, parts of Alloa are in the top 5% of most deprived data zones in Scotland, with the most deprived areas being Alloa South and East. Similar levels of deprivation can be seen across Clackmannanshire more generally, with 25% of children in the area living in poverty. High levels of deprivation in Clackmannanshire have had an increasing impact on health outcomes over the last few years.

1.3 How this Business Plan was Developed

Alloa Community Shed commissioned Community Enterprise to undertake development work, including desk based and community-based research which underpin this plan. The methodology included:

Method of Research	
Familiarisation and induction	<ul style="list-style-type: none"> • Review of funding bids to date, annual accounts, internal communications with members, Facebook and other media content, Mem and Arts, Valuation survey. • Site visit & discussions with Trustees and members to understand aspirations and motivation.
Capacity assessment of Trustees	<ul style="list-style-type: none"> • A skills and interests questionnaire completed by the Trustees. Analysed to understand strengths and weaknesses and develop a training plan. • Board members prepared their own personal statements and bios to help aid the capacity assessment process.
Desk based research to understand need, demand and strategic fit of the project	<ul style="list-style-type: none"> • Demographic profile and statistical analysis. • Policy analysis of relevant national and local policies to understand the strategic fit of the project. • Market research into other community facilities in Alloa. • Case studies into successful Men's and Community Shed project and community-based tool hire projects to understand factors for success (and failure).
Community Consultation	<ul style="list-style-type: none"> • Community survey distributed online and on paper between August and October 2024 receiving 111 responses. • Short on the spot survey and conversations conducted by Shed members in local supermarkets including Co-op, Tesco, B&M and Asda, was completed by 96 people, providing snapshot views of the wider public. • Individual conversations with stakeholders representing local and regional organisations. • Shed Open Day held on 2nd November at the Shed's existing premises, providing the community with the opportunity to review findings and plans for Marshall House. The Shed also used this as an opportunity to showcase their work and invite the community

	to find out about the work they do. This was attended by around 100 people .
Research Report: A research report was produced for discussion with the Shed's trustees and a way forward agreed.	
5-year Business Plan and Financial Projections	

Alongside the consultants, the Shed's Trustees and volunteers took a very hands-on approach during the research phase, connecting with individuals, a range of local groups and other stakeholders to promote the Shed, find out what locals want and need and how the Shed could deliver. This included:

- Running a stall at local supermarkets to raise awareness of the research and project and to encourage people to share their ideas, with the aim of reaching those who might not be aware of or engage in the Shed's activities already.
- Board members attended several local groups including Alloa Community Council meetings, TSI community breakfast meetings and more to support the wider community to engage in the process and raise awareness.
- Supporting with asset mapping and desk-based research, supporting with in-depth knowledge of the local area.
- Leading on the organisation, promotion and running of a very well attended Shed Open Day (see image below) which also served as a consultation event for this Business Plan.



- Raising awareness through local media with press articles¹² and Facebook posts.



¹ <https://www.alloaadvertiser.com/news/24715117.forth-valley-mens-shed-host-successful-open-day-alloa/>

² <https://www.alloaadvertiser.com/news/24695730.forth-valley-mens-shed-look-acquire-mars-hill-house/?ref=twtrrec>

2. Organisational Summary

2.1 About Alloa Community Shed

Alloa Community Shed was initially established as Forth Valley Men's Shed in 2016 with the aim of improving the health, wellbeing and needs of older men in the Clackmannanshire area. Since opening, the Shed has gone from strength to strength, growing its core membership and service offerings and expanding its beneficiary range. To reflect its more inclusive approach, Forth Valley Men's Shed transitioned to become **Alloa Community Shed** in 2024, open to all - regardless of age, gender or background.

The purpose of the organisation is to provide recreational facilities to support and advance the social needs, health and wellbeing of people living in Alloa with the defined community for membership being **Alloa Community Council Boundary**. The Shed achieves this by:

- Provide a safe and welcoming space and environment to combat social isolation, and loneliness, and improve mental wellbeing.
- Offering opportunities for the whole community to meet, learn and undertake creative, physical, purposeful and recreational activities of their choice at their own pace.
- Improving health and wellbeing of the community by encouraging gentle physical activity and staying active.
- Developing the capacity of members to share their skills and knowledge with others in the community, learning from one another in a supportive environment.

The Shed is a crucial community resource, providing invaluable support to individuals facing challenges related to health, wellbeing, and social isolation. Its strong reputation is evident through the frequent referrals it receives from various local services, including social work, the justice department, mental health services, NHS practices, and rehabilitation groups. These referrals underscore the Shed's well-established connections and the high level of trust and respect it has earned from its community partners. Between 2022 and 2023, the number of referrals from these partners increased by 15% demonstrating increasing need within our community.

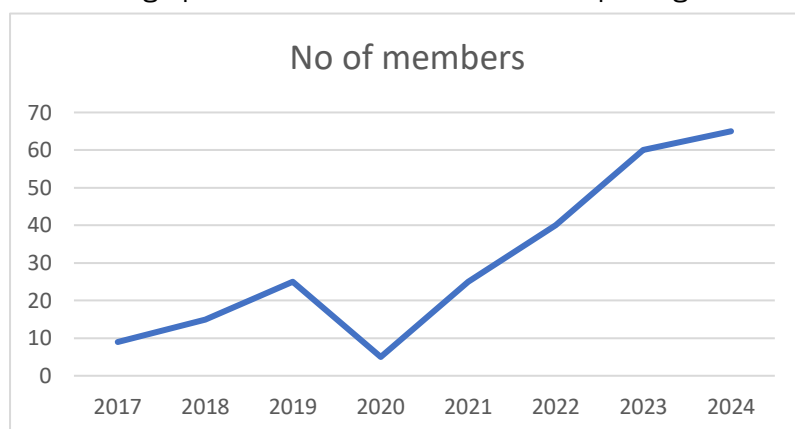
Alloa Community Shed also has a small but growing 'She-Shed' which provides a space for women to come together to share skills and conversation. The group provides an opportunity for women to connect, learn new skills and make new friends. While some women are happy to join in with the traditional men's shed sessions, we recognised that others prefer or feel more confident learning practical skills alongside other women only. The 'She Shed' offers a range of group activities and projects including crafting using recycled materials and traditional 'shed' skills such as metal and woodworking.

We are well linked to our community and third sector. The community support us by commissioning projects, donating tools, and as a result we raised over £5,000 in the last financial year. As a part of our paid contracts, we supply planters for the town centre, Stirling Health Village, local respite centres and assisted living locations in our local community.

As well as being well regarded within their own community, our achievements have been recognised further afield. In 2023, the Shed was awarded Community Group of the year at Clackmannanshire TSI's awards and our Chairman was awarded the Lord Lieutenants Citizen of the Year.

2.2 Membership and Operations

Forth Valley Men's Shed currently has 65 members and this has risen steadily each year since the group was established. Around 20-30 members attend the Shed on a regular weekly basis. The below graph demonstrates how membership has grown since the Shed's inception in 2017.



The Shed is currently open to members on Mondays, Wednesdays and Fridays from 10am-2pm.

People within this area have shown strong support for the project throughout the community consultation. We engaged around 300 people in conversations throughout the community consultation process, many of whom have expressed an interest in becoming members. Member recruitment is in progress and we used our open day in November 2024 to begin the process of recruiting new members to the Shed. We found that there has been a great interest from younger age groups and women as we start to move towards the Community Shed model.

2.3 Finances

The Shed has made a conscious effort to reduce overall reliance on grants in the past few years. By securing a number of contracts and making sales at markets and events, 17% of the Shed's income is self-generated and therefore unrestricted.

There are no paid members of staff: all activities are volunteer led and this model allows the Shed to operate on a modest budget.

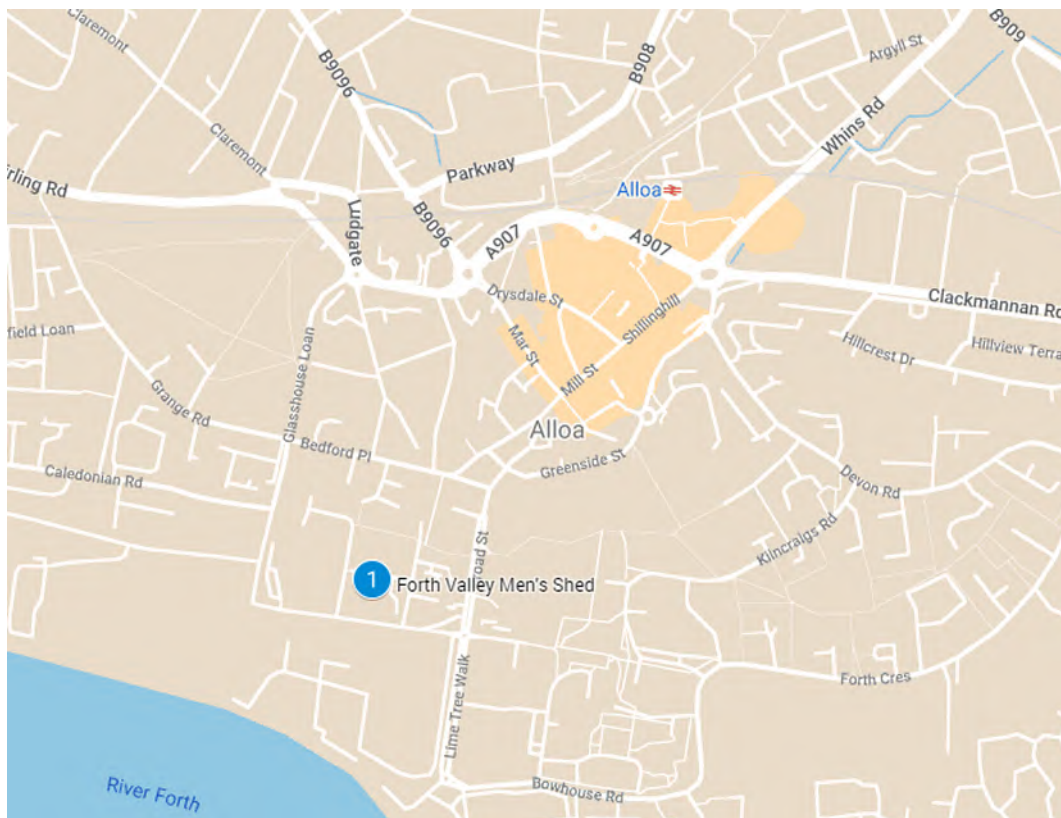
With careful financial management, trustees have successfully run a sustainable organisation, even with the significant monthly expenditure on rent (accounting for approximately 38% of total expenditure). Current levels of available funds are set out below:

Profit and Loss Account 2022-2023	
INCOME SUMMARY	
Grants	£23,670
Donations	£300
Sales and Contracts	£5,081.94
VM Cash Back	£16.42
Re-Credits	£62.58
TOTAL INCOME	£29,130.94

EXPENDITURE SUMMARY	
Rent	£7,179.96
Utilities	£1,827.52
Markets and Shows	£497
Insurance	£337.27
Tools, Equipment and Materials	£8,805.95
Postage	£43.71
Scottish Men's Shed Membership	£25
TOTAL EXPENDITURE	£18,716.41
Surplus	£10,414.53

2.4 Our current premises

We currently have rent of the commercial in an industrial estate outside Alloa Town Centre. Throughout the consultation, we have repeatedly been told by members of our community that our current location is difficult to find. Compounding issues including lack of parking and limited lighting for darker winter nights. Our current rented premises is severely restricted in terms of size and facilities and consequently our ability to grow our membership, reach new groups and handle the demand for multiple projects within our community is significantly curtailed and impeded. Our current location is shown on the map below:



3. Marshall House



About the Building

Marshall House is owned by Clackmannanshire Council. The building has been closed for approximately four years and is considered to be surplus, therefore not suitable for leasing to the community. The property is early 19th century and added to in Victorian times: the two story basement and attic is C listed. It was latterly used as the Registrars and Marriage Rooms and upper floors by social services.

The buildings location is shown on the map adjacent.

The property is centrally located and provides adequate parking to the rear of the building, alongside disabled access. It also has a greenspace to the rear which can be viewed from the building through large picture windows, with views of the Ochil Hills in the background.





Building Plans

DESCRIPTION	AREA (m ²)	AREA (ft ²)
Basement	114.90	1,237
Ground Floor	134.69	1,450
First Floor	118.34	1,274
Attic	48.10	518
TOTAL	416.03	4,478

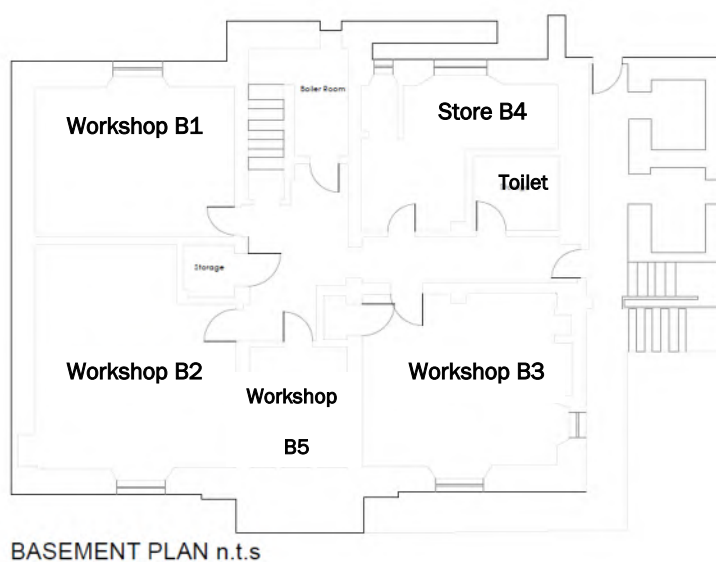
Outdoor Space

We plan to take ownership of and use the outdoor grassy area to the rear of Marshell House to create a biodiverse area with seating, so our members can enjoy time sitting outside. During the consultation, members of the community expressed an interest in joining a gardening club and we will use this outdoor space to facilitate this. The grassy area will also provide us with an additional space for open days, events and activities in the summer months.

Basement Level

The basement provides a mixture of office and storage facilities, along with access to the building's boiler room.

The basement level of the building will provide the Shed with plentiful storage space for large machinery, timber and other equipment. Part of the basement will also be utilised as a workshop space for heavy duty machinery, to avoid noise disruption at street level.



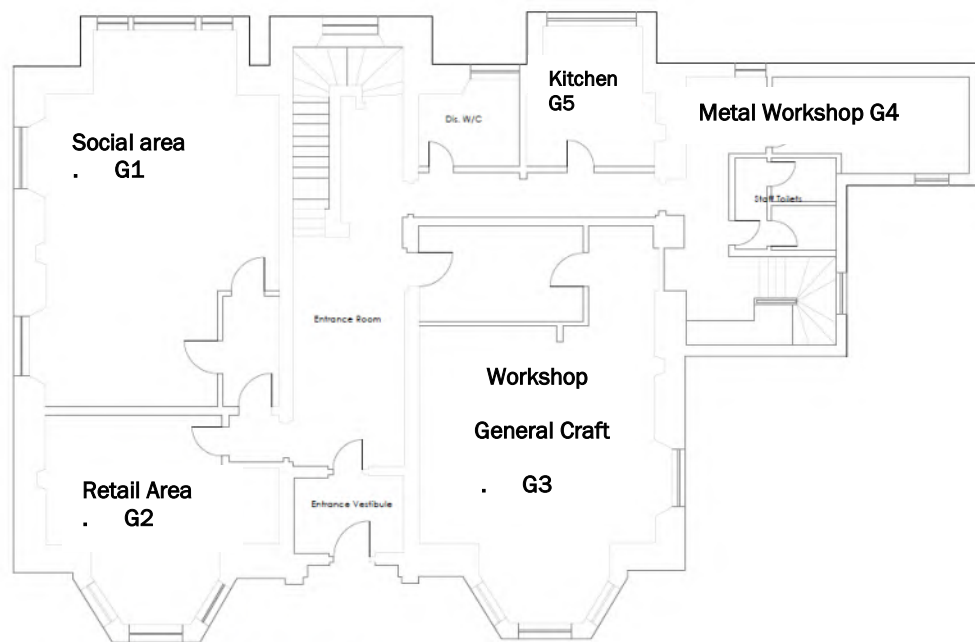
Ground Floor

There is a single leaf entrance door leading to an inner hall, this leads to stairwell access to both the basement and upper floors. The remainder of the ground floor space provides cellular office accommodation, kitchen, store and WCs. The space has a carpet finish, painted solid walls and ceiling.

The ground floor provides access to two large spaces, one at the front of the building which will be used as the Shed's main workshop area (labelled as Registrars Office on the plan below). The second large room (labelled as Ceremony Room- Large, shown in the photo adjacent) to the rear of the building which is intended to serve as a multi-purpose space, with its primary use being the social space for Shed members. This space will also be available for community groups to hire out at low cost for various uses such as meetings, workshops, gentle exercise etc. A second, smaller room (labelled as Ceremony Room (small) to the front of the building will be utilised as the Shed's retail space and a base for the tool library project.



The additional small room (labelled as registrars interview room) will be used as an additional breakout space for project work, such as creative work or model making which requires a quiet space. We will also utilise this space as a meeting space for learning and development purposes.

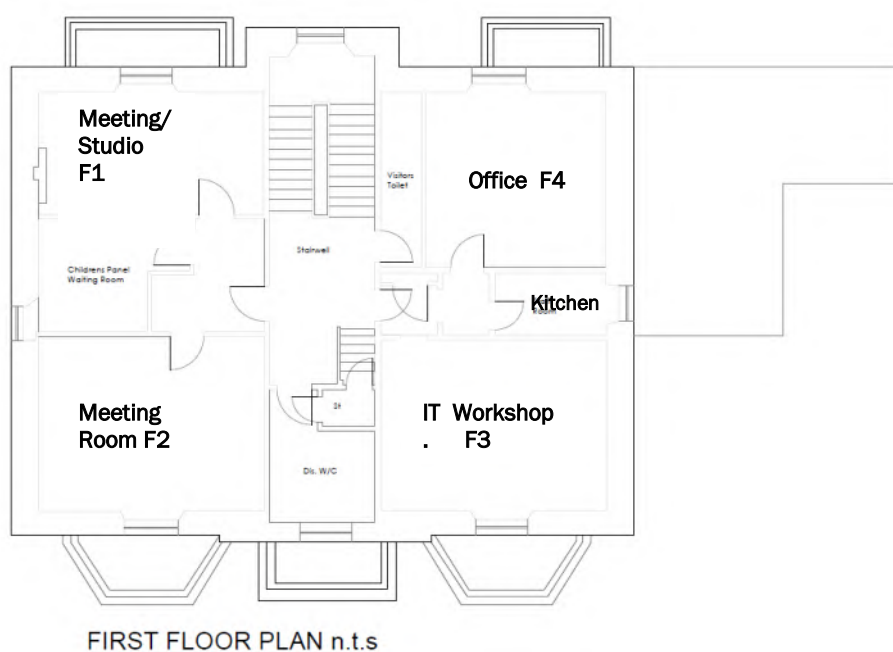


GROUND FLOOR PLAN n.t.s

First Floor

The first floor provides five offices, storeroom and w/c.

The first floor will be utilised as a resource for local groups and organisations. The ground floor will be the Shed's main operating space and the first floor is intended to be let out to other community organisations, small and creative businesses and local strategic partners. We have had some interest from local groups in taking up office space as an anchor tenant. We intend to create one flexible office space, a meeting room, a studio space and an additional training/meeting room. There first floor will also provide private office space for any Shed staff and volunteer use, file storage and for private meetings.



Attic

The attic forms three separate offices that are in a 'shell condition'.

There are no plans to develop this area at present

State of Repair and Works Required

The Conditions Report (prepared by Hardies) states that "the accommodation is generally in good order for its age and has clearly received attention throughout time", noting that the majority of

the defects are cosmetic in nature and therefore should not prohibit the Shed using the building immediately on purchase.

Specific concerns relating to the condition of the building highlighted in the conditions report include:

- Roof coverings are poor in many areas and require improvements to be undertaken in the early course. This includes work to the slate roof overlay, gutters and improvements to felted section. The flat roofed sections of the ground floor will also need to be upgraded.
- There is an asbestos roof to the rear which is damaged and will need to be removed and replaced by a specialist contractor.
- Minor works are required to stonework and windows. These will be replaced over time to ensure energy efficiency.
- A water leak has resulted in many of the internal linings and finishings on the first floor of the property to require replacement.
- There is a requirement to investigate fungus in the basement by a suitably qualified timber preservation specialist.
- An asbestos register and up to date energy performance certificate should be sought and provided by Clackmannanshire Council prior to occupation.

4. Needs and Demand Locally

4.1 Summary

The detail of all the research and consultation can be seen in the research report. The following is a summary of the main points:

Community context

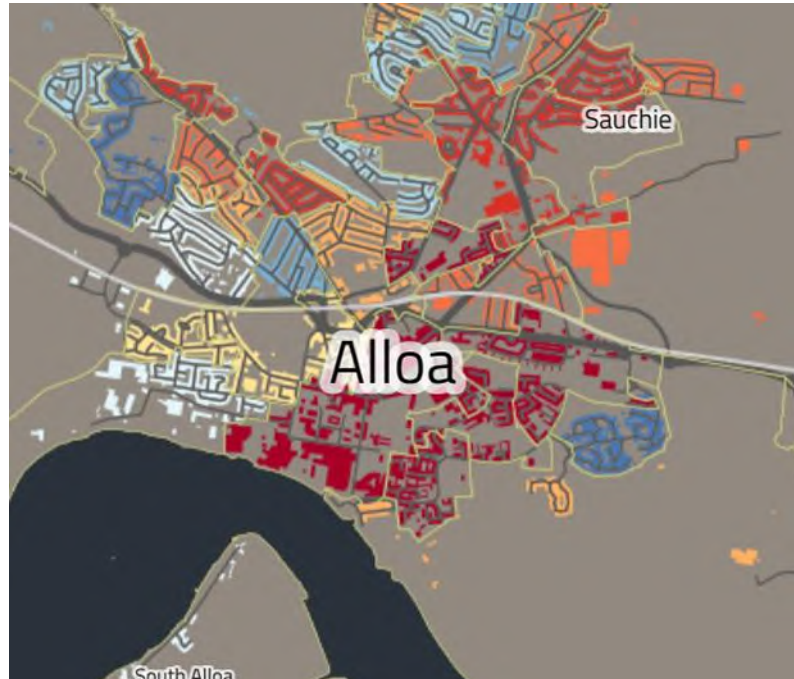
- Alloa has a community that is committed to making things happen, there are a lot of community groups, charities and social enterprises operating in the area.
- People told us that Alloa has a friendly community, and the town has a 'community' feel. One survey respondent told us:

"It is the kind of place where you can go out into the high street and talk to lots of people you know, it has a community vibe at times which can be nice."

- Through the community consultation, we found that local people and groups in Alloa support one another and there is plenty of appetite for partnership working. This represents a shift from previous ways of operating when groups and organisations would work in isolation.
- While there are some community-based facilities in Alloa which offer general space hire for groups, the level of competition has been assessed as low, considering the size of the population and need in the area. The Shed will always be unique and have more of a 'grassroots' feel, being more affordable, practical and informal in its environment. The focus of the Shed's activities will be around wellbeing, mental health and social connection and all activities taking place in the building will align with the Shed's vision and mission, as set out in this business plan.
- Feedback from stakeholders and subsequent market research has revealed that there are limited available community facilities in the area outside of working hours. By relocating to Marshall House, the Shed could fill this gap and provide a warm, safe informal space for local people, groups and organisations in a central location.

Needs in the community

- Alloa town is made up of 20 data zones, five of these fall into the most deprived 10% areas in Scotland in relation to income, employment, health and crime (SIMD 2020 shown on the map below). Particular areas of deprivation are the South and East of the town which are the most deprived areas in Clackmannanshire. As shown in the map, the South and East areas of Alloa are of particular concern, with most areas falling into the bottom 5%. These data



- zones have consistently fallen into the bottom 5% since SIMD 2004, indicating deep-rooted and intergenerational poverty.
- The town centre faces several challenges such as continued high levels of multiple deprivation, the changing town centre economy, and the negative impact of vacant and derelict buildings and spaces on the town centre environment and wellbeing.
- The availability of safe, warm community spaces during the evening in Alloa is very limited. This is in the context of increasing anti-social behaviour and crime in the town centre, which local people told us is becoming a major issue resulting in people feeling unsafe in their community.
- While the town has basic amenities, there are a lack of informal places for people to connect and improve their mental health. As a result, isolation is on the rise as people struggle to find places and opportunities to connect.

Survey respondents and stakeholders told us that the main needs in the community are:

- Industrial history
 - Most jobs in the area were traditionally industrial, since these jobs left there has been a sense of apathy and lack of vision for the community.
 - Alloa has a strong community spirit but is very traditional and industrial. Older residents with industrial backgrounds often struggle to discuss mental health, preferring support from those within their community who understand them.
- Deprivation and poor health and wellbeing outcomes, in particular mental health
 - Higher levels of mental ill health and poor wellbeing. Health outcomes across Clackmannanshire are generally poor.

- High numbers of economically inactive people, those who are unemployed and not actively seeking work, around 40% of them cite mental health as a reason for this. Mental ill- health is a major contributor to economic inactivity and deprivation in the area.
- There is a need for holistic mental health support in the area, some more informal as there are a lot of groups that wouldn't engage in formal seminars or support to manage their mental health.
- Upskilling young people
 - Low uptake of higher education: Many young people in Alloa do not pursue higher education. Those who don't often end up in retail jobs.
 - Need for better options: There should be more and better opportunities for school leavers to learn skills and explore alternative employment options.
- Resettled refugee community
 - Highly skilled but unqualified: many resettled refugees in Alloa have valuable skills but lack the necessary qualifications for employment.
 - Refugees want to use their skills and contribute meaningfully. The shed can provide a space for them to do this.
 - Lack of community projects: there are few community projects in Alloa town centre that allow people to give back in a purposeful way.
- Challenges related to poverty, substance abuse and safety
 - Safety and security should be a key consideration when operating a community-based building in Alloa Town Centre, especially where there is lone working.
 - Challenges related to knife crime, need for safe places in the town centre.
 - Problems with anti-social behaviour come from boredom and a sense of not belonging, all things the Shed can support with.

Support for the project

- 98% of online survey respondents support the transfer of Marshall House to Forth Valley Community Shed.
- 80% of survey respondents strongly agreed that the transfer of Marshall House to the Shed will help to improve peoples health and wellbeing, 77% strongly agreed that it would help to develop the skills and knowledge of local people. 74% strongly agreed that the project would help to bring the community together and 73% felt that the project would contribute to overcoming disadvantage and inequality.
- The work of the Community Shed aligns with several Scottish Government policies and strategic objectives including the Place Principle, Scotland's Social Isolation Strategy, Mental Health Strategy and A Fairer Scotland for Older People.
- Stakeholders and third sector organisations working locally in Alloa and across the local authority were strongly in support of the Shed expanding its activity and becoming accessible to a range of new beneficiaries. There is significant demand for partnership working to help improve the health and wellbeing of the local community.

- Other organisations and community groups expressed an interest in partnering with the Shed on joint projects or as a space to meet for their own projects and group work. One local strategic partner expressed interest in becoming an anchor tenant of the upper floor of the building.

Development Ideas and New Projects

Survey respondents and stakeholders offered a range of suggestions about ways Alloa Community Shed can best serve the whole community which is an area of deprivation with complex needs, including all age groups, taking into consideration the challenges listed above.

New activities & revised opening hours

Community consultation feedback shows significant demand for a wide range of activities at the Shed including:

- Developing an 'informal pathway' to becoming a 'Shedder' with the introduction of informal skill building courses like 'Basics for beginners' or 'DIY for beginners', skills sharing projects and mentoring programmes to help new members to feel confident enough to join in with the Shed and work on their own individual and joint projects. There was significant interest for this in the survey. In person consultation with a wide range of age groups (who aren't currently engaged in the Shed's activities) revealed that new projects including basic DIY courses and access to a tool shed are the best ways to introduce new members to the Shed.
- The community consultation showed interest in a wide variety of different activities in the Shed, from traditional Shed activities to creative workshops such as basket making, pottery and art, alongside social activities and events. A varied programme of activities would help to diversify the Shed memberships and encourage new groups to get involved.
- Extending and increasing the variability of opening hours will support the participation of a wide variety of groups in Shed activities. 50% of survey respondents were most interested in attending during working hours, while the other half of respondents were split between weekday evenings, weekday daytime and a small amount preferring weekend evenings.
- DIY courses for beginners was the most popular new activity suggestion with 73% of survey respondents saying they would use this; it was also the most popular activity proposed during supermarket consultations. Providing beginners courses would help to introduce new members to the kind of work that takes place in the Shed, build confidence. In addition, respondents mentioned that it would help to reduce household expenses if they could learn the basics.
- Continuing to host regular Shed 'Open Days' as a 'try before you buy' option. These provide people with the opportunity to come along, learn about and trial some of the activities on offer and meet some members in a fun and informal way. We will host a range of pop-up 'workshops' at open days as a hook to encourage attendance.
- The introduction of a tool library at the Shed was another very popular project idea, with 71% of survey respondents saying they would use this. Integrating a tool library into the Shed through an existing project (in partnership with Clackmannanshire Council CLD Team) is an opportunity to offer a low cost and sustainable way for people to use the skills they learn at DIY workshops at home while encouraging people to re-use, repair and share tools, equipment and skills.

Supporting new beneficiary groups

- Providing an open and welcoming environment for all, regardless of whether they have 'skills' to offer; some people may want to learn but others are more interested in the social aspect of being a part of the Shed. The introduction of large and welcoming social space (see plans for ground floor space) will facilitate informal meet ups and social gatherings/events such as board game nights, a darts club, thematic talks and more.
- Our partnership with Clackmannanshire Council Community Learning and Development and our local TSI will link us to new beneficiary groups where need has been identified. The CLD team have a Youth Worker based in each of the secondary school particularly with young people at risk of leaving early or disengaging, as well as a specific group for young carers. They have expressed an interest for these young people to get more involved and learn more about the different offers that could be available to them.
- A local sheltered housing provider for elderly people has expressed an interest in referring members to the Shed, and supported residents to participate in the community consultation to share their views.
- We will build partnership links with the local college to provide additional learning opportunities for learners, linking in with our volunteer mentors. Other community groups such as Hawkhill Community Association have expressed an interest in developing cross referral links with the Shed for young people interested in learning about trades and practical work in a non-academic, informal setting, with the view to taking up apprenticeships in the future.

Volunteering opportunities

- Case study research has shown the value of a structured volunteering programme to support a growing Shed with a wide range of different activities; Westhill Men's Shed uses volunteers in specific roles including Shed supervisors and activity leaders to support a varied programme of activities and over 300 members with diverse needs and interests.
- A diverse and varied volunteering programme will be supported by a key staff member, this will include the detailed development of new roles, recruitment, training and upskilling and ongoing support and mentoring.
- Diversity and inclusion training for trustees, staff and key volunteers, to support the integration of new groups to the Shed.

Community Links and Partnerships

The Shed is a crucial community resource, providing invaluable support to individuals facing challenges related to health, wellbeing, and social isolation. Its strong reputation is evident through the frequent referrals it receives from various local services, including social work, the justice department, mental health services, NHS practices, and rehabilitation groups. These referrals underscore the Shed's well-established connections and the high level of trust and respect it has earned from its community partners. Between 2022 and 2023, the number of referrals from these partners increased by 15% demonstrating increasing need within our community.

Partner	Scope for Partnership
Clackmannanshire Economic Regeneration Forum	<p>*Possible anchor tenant for first floor offices</p> <ul style="list-style-type: none"> ○ Would be interested in using Marshall House as a base to run their weekly wellbeing workshops, mental health drop in's and to deliver employability services. ○ Possibility of CERT becoming a core anchor tenant at Marshall House in the future, providing a base for activities and 5/6 staff members. ○ Joint work to develop a mentoring befriending project. Cross referrals to the Shed for informal wellbeing support.
Clackmannanshire and Stirling Health and Social Care Partnership	<ul style="list-style-type: none"> ○ Various commissions including Clackmannanshire Community Health Centre (Sauchie) and work at Stirling Health Village including Blether Benches. ○ Outreach events in partnership with the Shed at Stirling Health Village. ○ Cross referral networks from local GP's, physios.
Hawkhill Community Association	<ul style="list-style-type: none"> ○ Potential for Shed to be commissioned to provide things like planters, benches etc for their new garden and outdoor learning space ○ Work with older youth group- some members interested in mechanics and would benefit from skill sharing so they can learn basic skills- things like changing spark plugs. ○ Link to Father's Way Group, would refer members on to DIY skills for beginners' courses
Clackmannanshire Council Community Learning and Development Team	<ul style="list-style-type: none"> ○ Link to local schools, supporting the Shed to involve young people in their work ○ Referrals to the Shed, supporting them to build their membership ○ Offering ongoing support and oversight of the Tool Library project, which will operate from Marshall House.
Resonate Together	<ul style="list-style-type: none"> ○ Interested in running creative workshops from Marshall House including art classes, crafting, heritage group ○ Providing art work and creative items for any exhibitions

	<ul style="list-style-type: none"> ○ Link between Resonate's training centre and Shed activities (plastering, carpentry etc) ○ Joint projects and funding bids ○ Activities at Marshill House used to promote work happening at Resonate's Carsebridge Cultural Campus, and vice versa.
Alloa Community Council	<ul style="list-style-type: none"> ○ Use of space in Marshill House for sharing information, possible use of public notice board on grounds and inside building.
Age Scotland	<ul style="list-style-type: none"> ○ Use of space in Marshill House for sharing information, possible use of public notice board on grounds and inside building.

In addition to the above, several groups and organisations expressed an interest in partnering with and using space at Marshill House via the Community Survey including:

- Wee Country Veterans
- Father's Way; spaces for physical activity
- Forth Valley Sensory Centre; space for meetings and activities
- Camera Club; space for meetings
- Local Mountain Bike Company; space and support to run mechanical workshops

4. What We Will Do and Our Outcomes

4.1 Vision and Mission

Vision

Alloa Community Shed will be an inclusive, empowered and connected community that provide a safe, welcoming and inclusive community space and opportunities for all regardless of age, gender or background.

Mission

Alloa Community Shed will provide an open, welcoming, and inclusive space for people of all backgrounds and abilities to learn, connect and improve their wellbeing.

We will serve the needs of our community by reducing social isolation and improving wellbeing.

We will provide opportunities for lifelong learning through the sharing of skills and interests, swapping ideas and passing on knowledge in an informal and welcoming setting.

We will provide opportunities for people to socialise, volunteer and participate in a wide range of practical and creative projects, with a busy, vibrant timetable of activity driven by the interests of members and the wider community.

4.2 What we will do with the building

We will use the range of spaces in the building to develop a flexible Shed that works and provides opportunities for a wide variety of user groups. As Marshall House is a much larger building than our current premises, it will enable the Shed to move from a workshop based environment to a mixed operation with social spaces, workshop areas and separate spaces for creative pursuits and other activities.

The workshop area will allow Sheddors to work on their own and group projects independently, pursuing their own interests at a pace that suits them. While multi-purpose spaces will open up new opportunities for existing community projects and new groups.

The additional and flexible open spaces that Marshall House provides will allow us to develop the following areas:

Basement

- Storage for larger machinery and workshop areas
- Tool library store
- Equipment storage

Ground Floor

- A fully accessible workshop with work benches and advanced tools and machinery, to provide various facilities for various projects.
- Multi-purpose room which will function primarily as the Shed's social space (with a tea/coffee area and comfortable seating). This space will also be used by other charitable groups looking for space. This room will be used to host workshops and creative activities like arts and crafting.

- Retail space for the Shed and Tool Library base.
- A small kitchen area.
- All convenience facilities, water, electricity, toilets, heating etc.

First Floor

- Studio space (x2) for individual practitioners, business owners and creatives on upper floors
- IT suite
- Meeting space to hire for other groups
- Office and private meeting space for Alloa Community Shed staff and volunteers.

Outdoor

- Small outdoor space with seating and planting for wellbeing and biodiversity.
- Space for a new Shed gardening club
- Outdoor events, Shed open days in the summer months
- Storage Container for large Timber Storage

4.3 Projects and Initiatives

There is significant demand and scope for Alloa Community Shed to expand and diversify the services they offer to the community: all services will be designed with inclusivity in mind to ensure maximum benefit for the community of Alloa and beyond. All services and activities will be underpinned by our vision and mission above. Our main offerings will be:

An overview of proposed services and activities and their intended outcomes is included below:

Service/activity	Demand	Benefit for the community of Alloa	Example / implementation
DIY introductory courses	<p>73% of survey respondents (72 people) said they would use this. 62 of these people are not currently shed members.</p> <p>57 people told us they were interested in access basics and introductory workshops during our supermarket consultation sessions.</p>	<ul style="list-style-type: none"> - More informal and low-cost opportunities for lifelong learning. - Address social isolation and promote community by activating and integrating individuals into their community. - Positive impact on household finances. 	<p>For example, linking up with local joiner or those who have delivered DIY for beginners' courses at the local college. Existing members skills could be utilised</p> <p>ACS to support with funding to cover course costs to make sure this is a low cost and accessible course for local people.</p>

Open workshop sessions – use of the Shed’s workshop space and advance tools to work on personal or group projects	<p>61% of survey respondents (60 people) said they would attend open workshop sessions. 50 of these people are not currently Shed members.</p> <p>41 people told us they would come along to open shed sessions at the Shed during the supermarket consultations.</p>	<ul style="list-style-type: none"> - Reducing social isolation and loneliness. - Building community. - Improved health and wellbeing. - Engaging people in purposeful activity. 	ACS is planning to increase numbers of volunteers to facilitate increased opening hours, meaning more drop-in sessions can be offered to involve a range of groups including women’s only sessions, mixed sessions, and evening sessions.
Social sessions and activities	<p>72% of survey respondents (72 people) said they would like to use a social space.</p> <p>In addition, 43 people said they would attend games nights and 27 people expressed an interest in attending a darts club based in the Shed, offering an alternative social space and activities for socially isolated people.</p> <p>33 people told us they would be interested in coming along to social sessions at the Shed during our supermarket consultation events.</p> <p>Some survey respondents and stakeholders have identified a need to provide social sessions for people who do not want to engage in a specific activity but want to attend for the social aspect.</p> <p>It was felt by stakeholders that the Shed’s existing space does not lend itself well to the social aspect of the Shed, but Marshill House would open more</p>	<ul style="list-style-type: none"> - Reducing social isolation - Building community - Intergenerational relationship building. 	Can be integrated with existing Shed activity.

	possibilities for social sessions and themed nights- things like games evenings, darts club etc.		
Tool Library	<p>71% survey respondents (68 people) expressed an interest in using a Tool Library.</p> <p>37 people told us they would use a tool library during our supermarket consultation sessions.</p>	<ul style="list-style-type: none"> - Promoting sustainability and diverting tools from landfill - Improving household finances. - Improving skills, confidence and self-reliance - Driving footfall in the new building and encouraging new people to sign up, raising awareness of the Shed. 	The idea has already been tested, developed and funded by local group. Clackmannanshire Council CLD team are willing to support. The Shed would only need to provide space and potentially volunteers to support the project.
Creative Workshops/Classes	<p>57 people said they would be interested in engaging in crafting workshops.</p> <p>39 people said they would be interested in coming along to creative classes and workshops at the Shed during our supermarket consultation sessions.</p>	<ul style="list-style-type: none"> - Opportunity to partner with existing community groups and organisations to deliver - Fits well with overall focus on improving wellbeing and mental health - Opportunity to bring new users into the building who might not engage in traditional shed activity 	Opportunity to partner with Resonate to deliver creative workshops from Marshall House.
Space/Room Hire for other organisations and groups	11 groups and organisations expressed an interest in using the new premises as a space to host activities and meetings.	<ul style="list-style-type: none"> - Supporting the local third sector by providing low-cost, high-quality space 	ACS to consult closely with interested organisations when designing space for rent and when implementing pricing structures, to ensure

		<ul style="list-style-type: none"> - Increasing partnership working - Supporting members of visiting organisations to explore opportunities to benefit from the Shed 	lets are affordable for groups.
Gardening Club	Several survey respondents suggested that the outdoor space at Marshall House could be used to create a therapeutic garden space, created by a group of gardening volunteers.	<ul style="list-style-type: none"> - Improved mental health and wellbeing because of spending time outside with others - Improved physical health because of gentle exercise and movement - Skills development - Supporting people to build connections to others and build relationships 	A small gardening group could be run internally by the Shed or the garden could be established and run by an existing or new community group.

4.4 Shed Growth

As Alloa Community Shed starts to develop its additional activities and expand opening hours, we expect membership and footfall to grow significantly over the next three years. The Shed currently has 65 members and the number of members attending each week is approximately 20-30. We will also offer Associate Membership for those who live out with our immediate community.

Based on significant interest in our project and membership throughout the community consultation (over 300 people from our community engaged so far), we have projected a significant membership increase over the next five years. We expect our membership to double within the first year alone from 65 to 130 and again to 260 members by the end of year 2. We will strive to reach a representative number reflecting our local community, around 600 members in the next 5-10 years.



Diversity is key. We will monitor member profile data to ensure we are serving people of all ages, gender and ethnicity and where needed, amend our profile rising activity to reach different demographics. We will work with our key community partners including the Local Clackmannanshire Third Sector Interface, Community Learning and Development and others to ensure we are reaching groups who would not normally engage in our Shed or who might benefit from our support the most.

We will also engage the wider community in our work outside of Shed membership by providing a range of workshops (e.g., DIY workshops) and quarterly open days.

Opening Hours and Timetable

With extended opening hours, accessibility and additional space, research revealed that there is scope to increase both membership and footfall significantly.

Alternative and extended opening hours (from 12 currently to 30 hours a week across mornings, evenings and weekends) would not just increase footfall but broaden the scope of the Shed to support different sections of the community including women, young people, working aged people and vulnerable groups.

Stakeholder input and feedback from the community have been considered when producing the below weekly timetable.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
AM	Men's Shed	Open Shed	Closed	Closed	Men's Shed	Open Shed	Closed
PM	10am-2pm	10am-2pm	Men's Shed 2pm-8pm	Open Shed 2pm-8pm	10am-2pm	10am-2pm	Closed
EVE	Closed-Available for	Closed-Available for			Evening Shed Session 5-8pm	Closed	Closed

	community hires	community hires					
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4.5 Beneficiary Groups

This section sets out the proposed way we will include and work with various beneficiary groups as a Community Shed.

Older People

- Retaining existing cohort of members (who are mostly retired men) by offering some 'Men's only' sessions
- Link to sheltered housing nearby
- Gentle movement classes and other activities targeted at supporting wellbeing in older people

Older Men

- We recognise that some of our existing members appreciate being in a 'Men's only' environment and feel more comfortable sharing their experiences and socialising in this setting. Therefore, we have set out in our Plans to have 2 Men's only sessions per week.

Working Age People

- Varied opening hours including evenings and Saturday mornings
- Occasional weekend events, open days with family friendly activities
- Introductory courses including basics and DIY courses to attract people who want to learn skills to utilise in their own homes
- Tool library project to attract working age people engaging in home improvement or personal projects.

Young People

- Links with Community Learning and Development with local schools to refer young people to the Shed
- Link to other community organisations working with young people around employability, skills building
- Befriending and skills building to help young people to develop confidence through skills sharing programmes.

Vulnerable Groups

- Link to community service programme.
- Working with care providers to support people with learning disabilities or multiple barriers to attend.
- Link to CLD team to develop referral network and support for young carers to attend.

4.6 What we want to achieve (in the first year)

Our impact and outcomes are set out in detail in the following section, whereas this section provides a summary of what we will set out to achieve in the first year post acquisition of Marshall House. These targets are based on our membership growing to 120 within the first year as we expand our opening hours and range of ways to engage in the Shed's activity.

For Individuals...

- **Social Opportunities:** Facilitate at least 24 social events (e.g., workshops, meetups) with an average attendance of 20 members per event, resulting in 480 social interactions.
- **Reduced Isolation:** Aim to reduce feelings of isolation for at least 60 members (50% of membership), through regular participation in activities.
- **Improved Health and Wellbeing:** Engage 80 members (67% of membership) in health and wellbeing programs, with at least 40 members reporting improved mental or physical health.
- **Community Connectivity:** Foster collaboration among 30 members (25% of membership) in other community projects.
- **Skill Development:** Offer skills development workshops to 60 members (50% of membership), with at least 30 members (25% of membership) reporting increased skills and confidence.
- **Basic Repair Skills:** Train 40 members (33% of membership) in basic home repair and maintenance skills, with at least 20 members (17% of membership) successfully applying these skills at home.

For the community...

- **Meeting Space:** Provide meeting space for at least 10 different third sector organisations and local groups.

5.1 Outcomes and Impact

5.1 Why We Exist

Men's Sheds are traditionally places for men, usually over the age of 18, to socialise and share skills to improve health outcomes. Sheds can take any physical form, and the projects and social activities in each Shed are based on the interests of its members. Crucially, men are welcomed not on the basis of what they do or have done, but who they are.

Men's Sheds have been conceived in the context of a range of alarming facts around (originally older) men's physical and mental health. Not only are men more likely to be obese, commit suicide and feel socially isolated; they are also on average less likely to feel equipped to speak about their health problems. By providing a healthy space in which men can do just that – initially speaking “shoulder to shoulder” while working on mutual projects.

While these facts remain true, over time we have recognised that there is a need in our community that goes beyond older men, and the work that we can do can benefit a whole range of groups in our community from women to young people and more vulnerable groups such as carers, refugees, people with disabilities and more.

The impact of Men's and Community Sheds are powerful. Research conducted by Age Scotland³ found that Sheds are almost universally found to have a positive impact on health, wellbeing and the wider community:

- Over 90% of Men's Shed members surveyed said they had made good friends through their local shed and that they 'feel at home' at the Shed.
- More than 80% of respondents said they feel more involved with their community, feel more confident and have a sense of achievement.
- Between 70-80% of respondents said their mental and/or physical health improved as a result of getting involved in their local shed

Research conducted by Glasgow Caledonian University⁴ revealed that Sheds had three specific characteristics that impacted on the mental health, physical health, and social wellbeing of their members:

- Practical/ educational: space to take part in practical activities, where skills are learned and shared, such as woodwork and health talks.
- Social/ interactive: space to socialise and interact with others and form social relationships and networks.
- Inclusive/ supportive: an informal and flexible space where men of all backgrounds are included and can gain social support and share experiences in a safe 'male-friendly' environment.

Moreover, in addition to the individual benefits for Shedders, it is important to consider the impact their various projects – many of which are community focused – have on their wider communities and local economies. A Social Return on Investment Research Project was

³ [Age Scotland Relationships Project](#)

⁴ https://www.gcu.ac.uk/_data/assets/pdf_file/0031/38758/briefing20paper202-the20health20and20wellbeing20impacts20of20sheds_.pdf

calculated for Scotland's first Men's Shed – in Westhill, Aberdeenshire – covering a year (2015). It found that for every pound invested, a social return of £9.80 (1:10) was realised. This level of return is almost unprecedented, and the long-term national financial benefits of Sheds far outweigh the short-term financial gains they may generate for local councils.

5.2 Member Life Stories

As a part of the research process and evidencing our impact, we have gathered some testimonials from our Shed members to help bring our members stories to life.

"Five years ago, I suffered a rare stroke which affected left upper and right lower body functions. After a considerable amount of time spent recovering, my days were spent sitting in the house watching TV and the tensions were causing a great deal of frustrations with my partner. There were many times when I was homebound, I considered ending my own life. Once my mobility allowed, I purchased a mobility scooter and became a regular member of Forth Valley Men's Shed. I can honestly say it gave me the purpose to get out of bed in the mornings. I have made many friendships with members, who have recently helped me to settle in after moving house. I regard the Shed as my family."

"After my health deteriorated and I was registered disabled, I spent seven years trying to accept the things I could no longer do, like earn an income. I fell into a depression which worsened during COVID, with my partner working, no friends and my family in another part of the country, I was lying in bed for days at a time. I first met some Men's Shed members at the local market and thought I would give it a try. I can honestly say it has given me a purpose in life again, got me out, made friends and I have been able to share my skills. My partner has said it is great to see me being happy like the person she knew years ago."

"After leading a busy life working in sales, my health deteriorated and my relationship broke down, after which I returned to my roots in Alloa. My condition has now left me partially blind and I am now registered as blind. I felt as though my life was over after being deprived of the two things I loved, driving and reading. I once had a busy social life which had ended too. Since joining the Men's Shed I have regained my confidence, and I'm now involved in other volunteering roles. I was once ashamed to admit that I had mental health issues, however I can now openly talk about it without shame."

"My wife passed away five years ago and left a huge void in my life. I met the members of the Men's Shed at a stall on the local high street market and started chatting to the guys. I decided to give it a try three years ago and now I am on the committee. I was reluctant at first because I am not particularly interested in anything to do with woodwork, but I shouldn't have worried. The tearoom is at the heart of the Shed where we all talk, share life stories and jokes."

5.3 Outcomes

Summary of Outcomes	
For people and the community	<ul style="list-style-type: none"> - Local people have more, better and affordable opportunities to socialise and come together around a shared purpose or interest. - Local people feel less isolated or lonely, in particular groups most at risk of isolation including people out of work or of retirement age. - Health and wellbeing of local people is improved, both physical and mental health; people are encouraged to keep active and get out the house, mental health and general wellbeing is improved by providing a supportive environment for people to talk, make friends and develop support networks. - The community will be more connected and able to work together more effectively. - Inequality and disadvantage will be tackled by providing skills development and learning opportunities for all. - People will develop the skills required to do basic repairs and maintenance at home, saving money and developing their own confidence. - People will feel more hopeful and invested in the future of Alloa as a place to live.
For third sector organisations and local groups	<ul style="list-style-type: none"> - Third sector organisations and groups have access to a range of different types of space to meet their needs; informal and relaxed space. - Groups and organisations will be provided with opportunities to share learning and skills and signpost users and volunteers to other activities taking place at the Shed. - Groups will be able to share resources better- equipment, marketing, volunteers and fundraising events as examples.

Social and Community

- Marshall House is a landmark building in the town of Alloa, which sparks a lot of curiosity for local people, throughout the consultation people told us of their memories of weddings and celebrations in the building. We will develop Marshall House so it is once again a well-used and loved building by the community for generations to come. It will be a place for the community and surrounding area to come together.
- We will improve the wellbeing of our community by reducing social isolation, engaging people in purposeful activity, getting people physically active and involved in their community. The health and wellbeing impact of our work cannot be underestimated for

older men, and we intend to broaden this impact to other vulnerable groups in our community.

- We will provide our community with a 'safe space' where they can connect with others, discuss their concerns in an informal, warm and inviting place with like minded people. Throughout the consultation, the community consistently highlighted the need for safe spaces in Alloa.
- The project will provide a valuable addition to existing services and activities in Alloa, offering vulnerable groups something different, a place to go and learn new skills and practice hobbies in a welcoming, informal and practical environment.
- The broadening of activities will provide opportunities for a more varied group of regular volunteers. Volunteering allows people to be purposeful: a part of something and give back to their community, improving health and wellbeing and gaining confidence and basic skills to support employment.
- As the Shed grows, it will continue to support various organisations and groups through various practical projects, for example, building growing beds for local housing projects, schools and supporting new or existing community groups that don't have or need their own space.
- Third sector organisations and the public sector will be able to work more effectively together, to cross refer (through social prescribing for example), share resources (equipment, events etc.) and build capacity in the town to be more resilient.

Economic

- Building ownership will give Alloa Community Shed control over its own future and enable it to become a sustainable social enterprise, meeting its full potential.
- Income that was previously spent on rent, can be invested in a valuable community asset which is currently out of use, securing it for the future and ensuring that it is put to good use to benefit the people of Alloa.
- Providing affordable space for various activities and workshops and a space for groups and third sector organisations to work collaboratively and increase their impact while reducing cost.
- There is potential to create new employment opportunities related to the ongoing development of the organisation and facilities management.
- By providing opportunities for local people to learn basic skills in DIY and repairs and access to tools, household finances will be improved as people will be able to resolve small issues at home without calling out professionals.
- The introduction of a tool library project will also help to reduce outgoing costs for households. Edinburgh Tool Library estimates that it has saved households an incredible £1.5m.⁵

Environmental

A historic building will be preserved and managed in an environmentally conscious way. Marshall House is requires renovations to remedy damage over time because of water ingress. Without a

⁵ <https://edinburghtoolibrary.org.uk/>

plan to keep it occupied, it would be at risk of further deterioration over time. Finding new uses for old buildings saves on new construction materials with a high carbon footprint.

Owning our own building will enable us to apply for grant funding to make the necessary upgrades to make the space warm and inviting while being energy efficient. We will seek support from partner organisations and outside agencies to develop the building with reducing carbon emissions as a priority. Over time we want to make our building as efficient and as close to net zero as possible (given its age) and be seen as a best practice example of an energy efficient community building in the local area. We will use solar power, investigate the possibility of using heat source pump, double glaze windows and look at insulation alternatives for Marshall House. Our trustees are actively upskilling in the area of carbon literacy by attending training courses in preparation for this.

We will continue to divert tools and equipment away from landfill by offering a repair and reuse service to the community. We will enhance this by providing a base for a local tool library project with a focus on reducing waste and encouraging sustainability.

For the residents of Alloa, having a Shed within walking distance will save them having to make unnecessary trips, often made by car to the Shed's existing premises on the outskirts of the town. The train station and bus stops are easily accessible from Marshall House, and we will encourage people visiting us from further afield to use public transport wherever possible.

Community Empowerment

The community consultation and research process has supported the community to play an active role in designing the Shed's future focus and activities. The process has supported the Shed to develop existing and new partnerships with key stakeholders and potential partner organisations, building capacity to bring the vision of an inclusive Shed to reality.

We have made a conscious effort to involve the whole community in our planning for this project. We consulted our own members but made a real effort to reach those who are not currently engaged in our work. Shed volunteers went to local supermarkets and the weekly Alloa market to conduct outreach community consultation to raise the Shed's profile and ensure the consultation reached a wide audience. We hosted a very successful Shed Open Day at the end of November which was attended by around 100 people as a result of these efforts.

We feel that we have been successful in ensuring that our community has played a key role in developing the plans for Marshall House set out in our Business Plan and that the work we will do there will accurately reflect demand and interest in the local community.

The Shed is led by a group of local trustees and membership is open to everyone in Alloa and the surrounding area (as associate members).

Going forward, as a part of our annual impact assessment and evaluation we will conduct a Shed Users survey to give local people the opportunity to provide us with feedback about what the Shed does well, what could be improved on and suggestions for future services and activities and how they themselves might like to get involved. We will also use regular open days to gather feedback and suggestions from members and the wider community.

Organisational and Financial Sustainability

We plan to develop our offering to provide wide mix of activities, to run alongside the more traditional Shed activities such as woodworking and mechanics, including creative, skill development and wellbeing opportunities. It is intended that these new activities will help to develop a diverse group of regular users, which in turn will support the building to become sustainable in the long term. While sustainability is a priority, the Shed will also ensure that what is offered is accessible and affordable to all, our trustees will continue to closely monitor and balance financial and sustainability targets with social outcomes.

The project is led by a skilled and experienced group of trustees, supported by key volunteers and Shed members ad-hoc. A skills audit has been undertaken to identify any gaps in skills and a training plan and board recruitment processes are being prepared to build the capacity and diversity of the trustee group at our upcoming AGM (November 2024, the first as Alloa Community Shed). This recruitment process will ensure our trustee group represents all the Shed's beneficiaries, present and future.

5.4 Social Return on Investment

Social Return on Investment (SROI) is a framework used to measure and communicate the social, environmental, and economic value generated by an organisation or project. Unlike traditional financial metrics that focus solely on monetary returns, SROI provides a more holistic view by quantifying the broader impacts of investments on communities and stakeholders.

Reduction in Social Isolation and Loneliness

Many of our members have spoken openly about their struggles with mental wellbeing after retirement or the death of a partner, regularly referencing feelings of loneliness and social isolation. They described being at home most of the time and feeling isolated. For these men, the Shed has offered a lifeline back into the community. Members form their own community of like-minded people who become friends and look out for one another. As a result, feelings of loneliness are reduced.

Loneliness, whether that is infrequent or persistent, has large and significant impacts on wellbeing. As the frequency of loneliness increases, its detrimental effect tends to increase. It is considered a risk factor for depression, heart disease, stroke and dementia- among other conditions. The impact of severe loneliness (often/always) is disproportionately large. As a conservative estimate, the impact of severe loneliness is equivalent to at least £9,537 per person per year (although it may be as high as £17,043). The health costs associated with severe loneliness are accrued through the increased use of medical resources (cost to NHS- GP visits, hospital admissions, emergency services and other types of outpatient care, local authorities and relatives) and those accrued to employers through a higher number of workdays lost.

Loneliness can have a negative impact on both mental and physical health. People who are lonely may:

- Exercise less
- Eat less healthily
- Smoke and drink more

A Loneliness Monetisation Report commissioned by the Department for Culture, Media & Sport estimated that severe loneliness costs £9,537 per person per year.⁶Collectively, the wellbeing, health and work productivity cost associated with severe loneliness is approximately £9,900 per person year.

⁶ <https://www.gov.uk/government/publications/loneliness-annual-report-the-second-year/loneliness-annual-report-january2021#:~:text=Government%20has%20continued%20to%20improve,537%20per%20person%20per%20year.>

Impacts:	Lack of, to mild loneliness	Mild to moderate loneliness	Moderate to severe loneliness
Health	Evidence NA	Evidence NA	£109
Productivity	Evidence NA	Evidence NA	£330
Wellbeing	£6,429	£8,157 to £9,537	(at least) £9,537
Total	£6,429²	£8,157 to £9,537²	(at least) £9,976

Mild loneliness refers to 'hardly ever', moderate to 'occasionally' or 'some of the time' and severe to 'often' or 'always' lonely.

Research conducted by the Association for Men's Sheds in 2023 clearly demonstrates the significant impact Sheds have on reducing feelings of loneliness and isolation. The study found that nearly half (43%) of participants, known as Sheddors, reported feeling lonely before joining a Shed. Remarkably, this figure dropped to just 3% after they became members, a statistically significant improvement.

The following social value calculations are based on new members joining the Shed due to a move to a new location, and the associated cost savings from the reduction in loneliness and social isolation. We estimate that 20% of new members who join the Shed will be experiencing severe loneliness. Based on the Association for Men's Sheds calculation, we anticipate that these figures will drop to only 8% of these new members experiencing loneliness by the end of their first year of membership (with regular attendance). In summary, by relocating to Marshall House and thereby increasing the number of local people benefiting from the Shed's support, it is estimated that within five years, a savings of **£191,536** can be attributed to reduced demand on health and social care services and an gains from increase in productivity.

Year	Number of new Members	% of new members who are experiencing severe loneliness	% drop in loneliness from severe to mild
1	65	20%	40%
2	130	20%	40%
3	150	20%	40%
4	160	20%	40%
5	170	20%	40%

SAVINGS – attributed to increase in membership, leading to reduction in feelings of loneliness

Year	Severe to moderate loneliness savings (per annum)
1	£18,444
2	£36,888
3	£42,564
4	£45,401

5	£48,239
TOTAL	£191,536

Physical activity

The sometimes-drastic loss of ability that many older people experience is not an inevitable part of ageing. The study found that the loss of ability can often be attributed to a decline in fitness and sedentary lifestyles. A sedentary lifestyle is one of the top four causes of ill health in the UK, contributing to type 2 diabetes, dementia, heart disease, and recurrence of some cancers. The study found that small changes in lifestyles choices such as cycling to work can reduce the effect of sedentary behaviour. The research encourages the increase of physical, mental and social activity to improve the health and wellbeing of people of all ages.

Being fitter not only benefits the individual it reduces society's need for social care. The value to society of even modest improvements in fitness could be several billion pounds a year, since the mean care needs of a person almost double between age 65 and 75, and triple between age 65 and 85. A residential care placement costs an average of £32,600 a year and may be required for months, years, or decades. Therefore, the SVB value was estimated for improvements in good overall health at £20,141 per person per year.⁷

Being an active member of the Shed requires a certain level of physical activity through standing at workbenches, clearing out rooms, chopping up wood etc; all activities that required a degree of physical input which helped to keep people fitter, into older age. We anticipate that increases in physical activity will reduce the demand on social care by supporting members to remain active and healthy. We anticipate that regular members who had no or limited physical activity prior to joining will remain independent and living well for longer than they would have been prior to joining the Shed.

The following calculations are based on new Shed members who, at the time of joining, have low or no physical activity levels. The savings are attributed to the health improvements these members experience as they increase their physical activity. On average, the value of overall improved health for each individual is estimated at £20,141.

We estimate that 25% of new members will have limited or no physical activity before joining the Shed. Within one year of regular attendance, 60% of these members are expected to increase their physical activity levels, with 10% experiencing significant improvements in their overall health as a result. Over the next five years, the social value of these health improvements for new Shed members is projected to be £203,925.

Year	Number of new Members	% of new members with no or limited physical activity prior to joining	% of new members who increased their level of physical activity	% of new members with improved overall health as a result of joining the Shed	Average value per person per year	Social value of improved overall health
1	65	25	60	10	£20,141	£19,637
2	130	25	60	10		£39,274

⁷ https://ageing-better.org.uk/sites/default/files/2017-12/Focus-on-physical-activity_0.pdf

3	150	25	60	10		£45,317
4	160	25	60	10		£48,338
5	170	25	60	10		£51,359
						£203,925

Outcomes for Place

Value of Volunteering

Forth Valley Men's Shed runs on an entirely voluntary basis with no staff members. As a result of taking on Marshall House as a new premises, we will increase our membership and therefore the opportunity for people to become involved as volunteers. The extensive contribution of our volunteers has been calculated using the National Living Wage as a baseline. In total, we anticipate that within the first year, the value of our volunteers contribution (including trustees, shed supervisors and other regular volunteers) will amount to £48,180:

- Our existing committee contributes roughly 30 hours a week at £11.44 per hour (national living wage). This amounts to a contribution of £343 per week or £1,544 per month.
- We anticipate increasing our number of regular volunteers from 10 to 15 in the first year after building purchase. Over and above the work of volunteer 'shed supervisors', we anticipate volunteers will be helping with skills sharing, mentoring, supporting DIY for beginner's classes and other workshops, contributing roughly 48 hours per week (or just over 3 hours per volunteer each week). 48 hours per week at National Living Wage amounts to £549 per week or £2,471 per month.

6. Governance and Management

6.1 Governance and Leadership

The Community Shed currently has 9 elected directors to meet its statutory obligations, provide leadership and direction and oversee operations.

The current board is comprised mainly of retired men who come from professional backgrounds. However we are expanding our board and now have a local young person, who is also the Vice Chair of Alloa Community Council and we now have two female trustees. Our trustees are well connected in the community and active with other groups besides the Shed. For example, the Chair is a board member of Clackmannanshire Third Sector Interface (CTSI) which provides an effective link to other community groups and organisations operating in the area.

The results of the skills audit indicate that the board has a significant and relevant range of skills and experience covering several skill sets including project planning and management, business planning, governance and marketing. Areas of weakness were identified as digital and knowledge of impact assessment. All trustees can make a significant commitment to skills development over the next 12 months with 5 willing to give more than 30 hours per year, 2 willing to give 16-30 hrs over the next year and 1 between 6 and 15 hours. Crucially, there were trustees willing to undertake training in areas identified as needing attention.

Relevant skills on our board include:

- Our Chair has worked in community education, and has professional experience in logistics, operations management, tendering and budget management.
- One board member with a HNC in Accountancy and is a certified bookkeeper and has plenty of experience dealing with accounts, which is a valuable skill set to be utilised as the Shed continues to grow. Another member is self employed as a Financial Advisor and is skilled in financial planning, budget control, project management and planning.
- Board member currently the Chair of a local veteran's group and has acted as Treasurer for other various community and voluntary groups.
- Our board members are involved in various other community groups as board members including Clackmannanshire TSI, Alloa Hub, Forth Valley Sensory Centre, Clackmannanshire Camera Club. Our board of trustees includes a member who is registered blind, who links us to the Disability Access Panel.
- All of our trustees are local and have a deep understanding of Alloa and it's needs. One of our trustees spent 35 years living in the local area and working as a Community Police Officer.
- Our two female trustees bring a range of practical skills to share with our community including craft work, knitting/crocheting, laser, 3D and vinyl printing and metal detecting.

Each of our board members has prepared a summary of their professional experience, and a summary of their skills and interests, which has been included in the appendices of this report.

Governance Roles and Responsibilities

We understand that following purchase of Marshall House, significant renovations are required to bring it up to standard for community use. To tackle the challenge ahead, we have assigned trustees to each key area of responsibility and clearly defined roles for each board member. We have also set up a Capital Project sub-committee which is made up of four board members with building, capital and renovation expertise.

Role	Key Responsibilities	Allocated Trustee	Overview of key areas of responsibility
Chairperson	<ul style="list-style-type: none"> - Strategic oversight of the organisation and ensuring the organisation complies with its governing document and charity law - Ensure that the Shed pursues its objectives as defined in its governing document - Oversight of the Shed's financial stability and future sustainability - Protect and manage the Shed's property - Ensure proper investment of the charity's funds - Leading discussions, planning, setting agendas for and chairing board meetings - Developing and maintaining relationships with key partners and stakeholders alongside the staff members - ensuring that AGMs are carried out according to the governing document, - Overseeing the Development Worker Role. 	Kenny Quinn	<ul style="list-style-type: none"> • Compliance • Governance Policy • Financial sustainability and funding • Partnership working (in partnership with staff) • Business planning and management (in partnership with staff) • Oversight of staff
Secretary	<ul style="list-style-type: none"> - convening board meetings and booking rooms - dealing with correspondence and being a cheque signatory - preparing agendas for meetings (in consultation with the Chair) and taking the minutes of meetings and ensuring back-up information is available where required. 	John Simm	<ul style="list-style-type: none"> • Compliance • Administration and record keeping

	<ul style="list-style-type: none"> - Organising AGM - Providing OSCR and Companies House with required information. 		
Treasurer	<ul style="list-style-type: none"> - Controlling and accounting for the Shed's finances - Issuing receipts for cash received, keeping records of cash paid out, and being a counter signatory to any major banking transaction - Overseeing bookkeeping - Presenting financial reports, raising issues and answering questions at regular meetings and the AGM - Liaising with the auditors or financial examiners for the annual review of accounts - Ensuring statutory returns are made to any relevant regulators. 	Andy Roxburgh	<ul style="list-style-type: none"> • Financial sustainability • Finance policy and record keeping • Funding • Resource Management
Vice Chair	<ul style="list-style-type: none"> - Shared workload with Chair and deputization where required. 	Eric Brown	<ul style="list-style-type: none"> • Supporting Chair with list of tasks above
Capital Project Lead	<ul style="list-style-type: none"> - Overseeing funding and finance for capital works required to Marshall House - Identify, assess, and mitigate potential risks associated with capital works - Prepare and present regular reports on project progress to the board of trustees - Support staff in the development and implementation of facilities management policies and procedures 	Bill Thomson <i>Capital Works Sub Committee</i>	<ul style="list-style-type: none"> • Capital Funding (alongside Chair and staff) • Financial management • Policy and Procedures • Facilities Management
Communications and Marketing Lead (including digital)	<ul style="list-style-type: none"> - Work with staff on the planning and organisation of Shed open days and other promotional events - Support the development of the Community Shed's brand, and marketing to a variety of audiences in 	Garry Quinn Brian Jones <i>Marketing and</i>	<ul style="list-style-type: none"> • Marketing • Promotion • Event Management

	<p>order to enable it to fulfil its mission and aims</p> <ul style="list-style-type: none"> - Support the creation of a marketing/public relations strategy and action plan and its implementation - Oversee the development of the Shed's social media channels, website and other external comms. 	Comms Sub Committee	
HR Lead	<ul style="list-style-type: none"> - Lead on the development of HR policies and procedures - To work with the Chair of the Board to provide guidance on HR strategy and short and long-term direction - To ensure the Board of Trustees properly remunerates staff, reviewing and rewarding performance and development opportunities. - To sit on appraisal, recruitment and disciplinary panels as required. 	Temp Bill Thomson Brenda Simm	<ul style="list-style-type: none"> • Employment law and HR policy • Supporting the Chair to manage staff

Looking to the future

We are also undergoing a board recruitment process, as we are aware of the need to build the capacity and diversity of the trustee group in preparation for the acquisition of Marshill House. At our upcoming AGM (November 2024, the first as Alloa Community Shed) we will endeavour to ensure our trustee group represents all the Shed's beneficiary groups, present and future.

6.2 Staffing

The Shed is currently volunteer led organisation and has achieved a great deal considering this. However, in the future as activity and membership grows, it has been acknowledged by trustees that there is a need to ensure that increased activity is supported by a staff member. This staff member will lead on the development of the Community Shed model, supporting by the board of trustees to build and nurture the project, fostering positive community connections, and ensuring sustainability.

We propose to recruit a **Shed Development Worker** initially for 20 hours per week (starting salary £28,000 per annum).

This job involves facilitating social interaction, skill-sharing, and community engagement for the Shed. The role includes working with board members to promote the Shed, encouraging community involvement, and enhancing the organization's capacity by managing the volunteer program.

Key responsibilities include supporting and guiding volunteers in various workshop settings such as woodworking, metalwork, repairs, and electronics, ensuring a safe and enjoyable environment for all members. The role also involves organizing and coordinating workshops, training sessions, and skill-sharing events.

Community engagement is a significant part of the job, which includes promoting the Shed's activities within the local community, identifying potential members, and encouraging their participation. Additionally, the role involves supporting the board in building relationships and collaborating with other organisations, groups and networks to expand the Shed's reach.

Supporting members by providing a welcoming and inclusive environment, offering social support, and assisting with resources and services is also an important part of this role. Volunteer management tasks include recruiting new volunteers, delivering training, providing ongoing support, and managing volunteer schedules to ensure efficient operations.

Administrative duties involve maintaining records of membership, activities, and events, managing equipment and supplies, assisting with fundraising and grant writing, and ensuring adherence to health and safety procedures. Monitoring and evaluation activities, such as recording feedback, writing case examples, and keeping statistics, are also part of the role.

A complete list of duties is included in the Shed Development Worker job description in Appendix 3.

6.3 Volunteers

Volunteers play a critical role at Alloa Community Shed and we intend for this to continue. The Shed currently has around 10 active volunteers.

Volunteer Roles

Our refreshed volunteer structure will provide a range of ways for members to get involved in the running of the Shed, right through from strategic leadership of the organisation to skill sharing and supporting new members:

- Trustees
- Shed Supervisors
- Activity/Section Leaders
- Mentors

Use of 'Shed Supervisors'

As a part of a review of policies and procedures (see section 4.5) it is recommended that the volunteer structure is reviewed to include Shed Supervisors or lead volunteers. Shed Supervisors should work together as an operational leadership team who work together to ensure the Shed runs effectively and safely (see Westhill Men's Shed cases study as an example).

Men's sheds use shed supervisor volunteers to help with a variety of tasks, including:

- Health and safety: Ensuring that members follow guidelines, particularly when activities have a higher risk of injury and reporting incidents to the coordinator
- Opening and closing: Opening and closing the shed, making sure it's secure and ready for use
- Day-to-day maintenance: Helping to keep the shed clean and tidy, and encouraging a friendly atmosphere
- New members: Introducing new members to the shed, its members, and its practices
- Promotion: Helping to promote the shed, including at events in the local community

- Training: Taking training in the safe use of tools and machines.

Peer Support and Mentors

An important part of the Shed is skills sharing, and the transition to a Community Shed model opens up new opportunities for intergenerational skills sharing and mentorship. The Shed's membership has a vast array of knowledge, skills and experience to share in an informal and supportive way. Support and learning provided at the Shed can be provided by peers, rather than through a traditional classroom environment, allowing participants to slowly build skills at their own pace and in a way that improves confidence and wellbeing.

Trustees have committed to building relationships with local schools, Forth Valley College, and will work alongside the Community Learning and Development team to develop a referral network to formally launch this aspect of the Shed's offering.

Volunteer Recruitment

We currently informally advertise volunteer positions through our own social media and word of mouth. However, due to extended opening hours and increased activities, ACS will need to implement a structured Volunteer Engagement Strategy and Plan to bring in the right kinds of volunteers needed, who can work alongside our staff and trustees to drive the organisation forwards.

As outline above, the learnings from case study research (see Research Report for details) shows value in developing structured roles and responsibilities for volunteers including 'Shed Supervisors' and 'Activity Leaders'. This is something we will look to implement as a part of an overall volunteering strategy.

Action	Items/Processes Required
Develop Alloa Community Shed Website	Support to scope out options can be provided with external support (e.g. Breeze who may also be able to support with initial simple website build). If required, acquire funding to commission a website designer to build a website.
Develop a 'Volunteering Statement' for new website	<p>Reflect on the vision and mission of the Community Shed and think about how volunteers contribute can to this. Develop a volunteering statement that reflects this and provides details about what volunteers will get out of their experience supporting the Shed.</p> <p>Provide contact details or enquiry form for interested community members with the view to increasing the number of volunteers.</p> <p>Development Worker to lead on this alongside support from trustees.</p>
Develop volunteer roles and responsibilities	<p>Develop volunteer role descriptions for opportunities within the organisation that will support the achievement of the vision but will also provide clarity for a potential volunteer on what they will be expected to undertake.</p> <p>Support existing experienced volunteers to take on the role of 'Shed Supervisors'. Additional training and development is likely to be required to support existing volunteers to take on this role.</p>

	Development Worker to lead on this alongside support from trustees.
Develop a volunteering handbook and suite of policies	<p>There are a range of resources readily available to support this (Volunteer Scotland or CTSI). Policies required may include:</p> <ul style="list-style-type: none"> - Recruitment and selection process - Support and supervision - Training and development - Volunteer recognition - Endings/exit interview - Health and Safety
Develop a volunteering leaflet for distribution in the community	<p>Use volunteering statement to produce a virtual or physical information pack with information about the opportunities available, impact, what volunteers can gain from the experience of volunteering with the Shed. This should be available to access on the Alloa Community Shed website.</p> <p>Work with partners to distribute this across the community.</p>

6.4 Day to Day Operations

Ultimate responsibility for the running of the Shed rests with Trustee board, supported by the Development Worker. However, we recognise that some operational aspects will be delegated to Shed Supervisors and Activity Leaders, including equipment audits and order requests, opening and locking up (when staff member is not on site), risk assessments, keeping attendance registers, implementing the health and safety policy in the workshop areas and so on.

As the Shed makes space available to local groups and organisations to hire on the second floor, it will be important to remove barriers to groups taking up this opportunity, while reducing admin and volunteer time. Use of a booking process and online booking system (via the Shed's website) will ensure that the Shed continues to operate efficiently as activity increases and external groups start to make use of the building. There are multiple 'off the shelf' booking systems available at a monthly or annual cost with wide functionalities and feature sets.

Where individual tutors or group reps regularly hire space for classes and activities, it will be their responsibility to run them according to the Terms of Hire. It is envisaged that regular groups will be self-managing. For one off or first time bookings, a member of staff or Volunteer Shed Supervisor will be on site at all times.

6.5 Policies and procedures

Alloa Community Shed will develop and implement a suite of policies (with the assistance of the Scottish Men's shed Association and CTSI) and these will be added to as the project progresses. One trustee is being assigned responsibility for reviewing these and bringing them to the Board at key review dates with recommendations for updates and improvements. Training will be provided to trustees, staff and key volunteers on the use of the below policies:

- Health and Safety Policy
- Privacy Policy
- Data Protection
- Child Protection

- Vulnerable Adult Protection
- Membership Policies
- Relevant staffing policies including Recruitment, sickness and absence, disciplinary etc. See SCVO HR guidance service for support with this.
- Volunteering policy
- Environmental policy
- Equalities policy
- Facilities Management policy

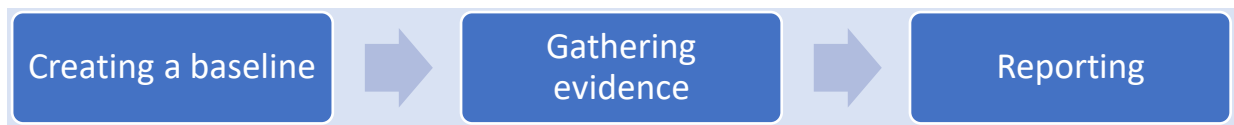
6.6 Monitoring and Evaluation

We aim for Marshall House to become a robust and sustainable building, which is a resource for the Shed members and wider community.

We are committed to monitoring the progress of the work and celebrating our successes and learning. We will monitor outcomes through regular trustee reports and reports to funders, welcoming continual feedback from stakeholders and partners to encourage continual learning and improvement. This will be vital during this period of transition as the Shed trials new services and activities.

We will evaluate progress against the outcomes set out in this Business Plan but also outwith these outcomes, recording all feedback both positive and negative.

The process is as follows:



1. Creating a baseline

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

- The outcomes set out in this Business Plan (with reference to the outcomes section).
- Statistical data set out in the Research Report and with particular reference to SIMD and other indicators setting out the challenges that people living in Alloa and the surrounding area face.

2. Gathering Evidence & analysis

Evidence will be sought from the following:

- Members
 - Maintaining a Members' register and reviewing profile data (postcode area, DOB, gender, ethnicity, disability and so on)
 - Annual members survey and other feedback mechanisms such as open days.
- User groups
 - Recording details of number and nature of users

- Capturing life stories through case studies to understand the impact the Shed has on local people's lives, involving partner organisations and groups wherever possible
- Regular user surveys and an annual community-based survey to record wider benefit (and scope out need/demand for new ideas and services).
- Community control and involvement
 - Greater numbers of people involved who have never attended the Shed before, gradually building their confidence to help them get involved in decision making and the running of the shed.
 - Number and nature of volunteers; increasing numbers of and contribution of volunteers at the Shed.
 - Our Marketing Strategy will set out targets for social media, we will use social media platforms as one of a number of tools to gather feedback from participants and the wider community.
- Sustainability
 - Finances will be monitored by trustees through monthly reporting and management accounts
 - Trustees will produce a Fundraising strategy that will be reviewed on a regular basis to support the Shed to explore and apply for available grants

3. Reporting

The trustee group will prepare regular monitoring reports and an impact assessment as part of its annual report. This will be shared with stakeholders, partners and funders. The report will set out progress made to achieving each outcome. A nominated trustee will lead evaluation, in partnership with the Development Worker, potentially as part of a subgroup tasked with gathering and analysing data

6.7 Risk Mitigation

Key risks and mitigating action are set out below with the next step being to agree priorities and milestones.

Risk	Impact	Probability	Existing Controls	Action Required	Lead Responsibility
Unable to recruit and build a more diverse board of trustees	High	Medium	<p>The Shed has some strong existing partnerships, and other potential partnership leads to establish who are likely to support the trustee recruitment process.</p> <p>Robust community consultation during the Business Planning process has significantly raised awareness and interest in the Shed's activities.</p>	Continue to work alongside partner organisations identified in this Business Plan. Identify members who may be interested in and bring relevant skills to the board and support them to develop the skills to step into the role of trustee.	Main trustee group
Unable to grow membership	Medium	Low	<p>The Shed already has a significant membership base and community consultation and moving to a more accessible building in the town centre is highly likely to result in an increase in membership.</p> <p>Robust community consultation during the Business Planning process has significantly raised awareness and interest in the Shed's activities.</p>	Continue to keep the wider community up to date with new developments and the benefits of becoming shed members and continue to provide opportunities for wider engagement through open days.	Main trustee group Development Worker
Difficulty securing funding for required renovations.	High	Medium	The Shed has good relationships with a range of local and national funders and has successfully	Train and upskill trustees, building a strong knowledge of the funding landscape, experience of writing grant	Main trustee group, fundraising committee

Risk	Impact	Probability	Existing Controls	Action Required	Lead Responsibility
			reported impact and outcomes back to these funders in the past. Focus on net zero and reducing emissions will appeal to funders.	funding applications and reporting back to funders.	Development Worker supporting trustees
Low demand for services or activities	Medium	Low	The Shed and its trustees are well linked to a range of other local organisations who can help promote new services and activities. Survey has identified strong interest in a wide range of new activities at the Shed.	Keep community up to date as new activities are developed, especially those who have expressed an interest and left their details and GDPR consent in the community survey.	Development Worker Main trustee group
Unable to recruit volunteers	High	Medium	This Business Plan sets out a roadmap to develop a volunteering strategy and trustees are aware of the importance of boosting volunteer numbers to facilitate a busy and vibrant timetable of activity at the Shed.	Work with CTSI to develop a volunteering strategy and promote positions. Reach out to existing members who may be interested in supporting the Shed through volunteering.	Main trustee group Development Worker
Loss of key volunteers and/or trustees	High	Medium	The Shed has some strong existing partnerships and other potential partnership leads to establish who are likely to support the trustee recruitment process.	Trustees to develop a succession plan to support existing members to develop the skills required to step into trustee positions should they become available.	Main trustee group

7. Marketing & Profile Raising

7.1 Approach

The marketing strategy will at its core, develop an effective means of communicating and consulting with the wider community to understand its needs and interests and ensure that the services and activities offered at the Shed reflect these needs. The strategy will also help ensure that the community know what is happening at the Shed and are aware of opportunities to volunteer. Trustees will also consider using external support (such as free Business Support through the Just Enterprise programme or similar) to support the development of a marketing and communications strategy.

Trustees will make full use of a range of communication tools to ensure all potential Shed users are aware of the facilities and activities are available. Promotion will be carried out on social media, local press and radio, alongside the development of a new website for the Shed. A range of partner organisations including CTSI have offered support with awareness raising and promotion. Use will also be made of community noticeboards around Alloa (such as the one in the local co-op, Asda etc).

Open events have also proved an effective way to boost membership and raise awareness of the Shed, it is recommended that the Shed host regular open days (quarterly) with a range of activities and workshops to showcase the work they do to the wider community to encourage buy in.

7.2 Marketing Strategy

Year one	Year two	Year three to four
Arrange open/launch event to celebrate building purchase	Review and develop social media plan after year 1 testing	Continue year 2 activities and review marketing budget
Develop Community Shed brand, ensuring it is clear the Shed is open to all	Establish monthly blogs on website and utilise existing community newsletters to share progress	Review marketing targets against year 2
Develop website to include new activities and an easily accessible programme of regular Shed activities and groups	Increase social media posts/shares	Continue regular blogs and updates to the community
Develop booking system for website	Share findings of annual evaluation using social media and website	
Roll out social media strategy- increasing postings and shares		
Advertise updates and open events on community noticeboards		

Year one	Year two	Year three to four
<p>Build on existing and new stakeholder relationships</p> <p>Set up a quarterly newsletter for members and the wider community</p> <p>Start rolling out new activities and services</p>		

8. Funding and Finance

8.1 Costs

The costs below include purchase of the full site including the associated legal fees, alongside essential building repairs and renovations required in the first three years.

Item	Source of Funding	Amount
Site Acquisition	Scottish Land Fund	£120,000 (Purchase price £150k with 20% negotiated discount)
Legal Fees	Alloa Community Shed Reserves	£5,000
Revenue Funding for part time Development Worker (Year 1)	Scottish Land Fund	£15,000
Renovations and Year 1 Repairs – including fire safety measures, security system, and kitchen upgrade	Various funders including SLF and other grant funders outlined in strategy below.	£79,000 (including £23,000 from SLF)
TOTAL		<u>£219,000</u>

8.2 Indicative Funding Strategy

This Funding Strategy sets out some of the current and upcoming opportunities to access grant funding to support building purchase (should SLF not be granted). Possible sources for renovations and building upgrades and revenue funding have been explored. Nominated trustees and Development Staff will continue to explore opportunities and update funding priorities on a regular basis.

Capital – Year 1 Essential Repairs and Renovations (excluding SLF)

Name of Funder	Amount	Priorities	Status & Timescale
Clackmannanshire and Stirling	£15,000	Local focus	They will accept an application one we are up and running.

Environmental Trust		The Trust manages landfill community fund credits raised through the land-filling of municipal waste from both Stirling and Clackmannanshire Councils and in the past successful projects have included improvements to play areas, community halls, historic and religious buildings and local woodlands.	They don't fund Men's Sheds
The Weir Charitable Trust	£20,000	The provision or organization of recreational facilities (buildings, pitches or similar) with the aim of improving the conditions of life for the people for whom the facilities are primarily intended. This is only in relation to facilities which are primarily intended for people who need them due to age, ill – health, disability, financial hardship or other disadvantage.	Application deadline: 15 th August 2025. Outcomes advised August/September. Application deadline: 31 st October 2025. Outcomes advised October/November.
Screwfix Foundation	£5,000	Intended for projects that improve or maintain homes or community facilities for those in need. Improving safety and security of buildings is listed as one of the project types commonly supported under the fund.	*Previous funder Applications received between August and November will be assessed at the December meeting. Trustee meetings are held quarterly.
Robertson Trust Wee Grants	£5,000	Organisations with an annual income up to £30,000, interested in supporting groups who work with older people on low incomers and people living in areas of deprivation.	*Previous funder No set deadline, outcome usually within 8 weeks of application.
Barrack Charitable Trust	£5,000	Trust purposes: The provision of recreational facilities, or the organisation of recreational facilities, with the object of improving the conditions of life for the persons for whom the facilities are primarily intended.	The deadlines for applications are 31 st March (for the meeting in May) & 30 th September (for the meeting in November).

		The relief of those in need by reason of age, ill-health and disability.	
Garfield Weston Foundation	10% of total project costs- around £7,500	Support organisations working with community and heritage.	No set deadline, applications for under £100,000 are reviewed as they are received. Outcome within 4 months.
	£52,500		

Revenue Funding Options- Year 1

Fund	Target Amount	Details	Funding for
Awards for All	£20,000	First year operating costs, to cover insurance and possibly recruitment costs/training/equipment for new staff member	Revenue
People's Postcode Trust	£25,000	Priority to small organisations and communities within SIMD 15% most deprived.	Revenue
Cruden Foundation	£5,000	For charities working in areas including community development, social activities preventing isolation among vulnerable people, and artistic activities. Generally, does not support capital.	Revenue
Wickes Community Programme		Community Development	Tools & Materials

8.3 Income Generation and Sustainability

While income generation will be essential, it is also vital that the Shed is accessible, inclusive and affordable to all. This is at the heart of the Shed's ethos, and it will continue to operate as a free service, while generating income from the sale of goods, services and space hire.

Generating its own income is an important way for the Shed to generate unrestricted funding to cover core costs and a sinking fund for building repairs. Current sources of income generation include:

- Producing and restoring donated items to sell or generate donations at local events
- Producing and restoring items on request by local people in exchange for donations
- Grant funding
- Donations from local businesses and individual, we intend to increase this by setting up a new website and increasing our online presence.

Future income streams (which are dependent on the acquisition of Marshall House) will include:

- The creation of a shop/retail space to increase the number of sales (the Shed currently sells goods at Alloa Market monthly).
- Renting out space in the Shed to other community groups and projects for meetings, activities and events.
- From year 2 (after renovations), using the first floor to generate income by hiring out office, meeting room and studio spaces for small creative businesses and partner organisations.
- Attendance fees and/or donations (pay what you can) from workshops run by the Shed.

Full cash flow projections are shown in the Appendix 2. As demonstrated in the table below, the cash flow demonstrated that Alloa Community Shed can retain its position as a financially sustainable organisation. An overview is shown below:

Year	Income	Expenditure	Surplus/Deficit
Year 1	£148,560	£130,436	£18,124
Year 2	£63,196	£50,913	£12,283
Year 3	£63,196	£52,741	£10,455
Year 4	£67,756	£54,720	£13,036
Year 5	£71,756	£56,852	£14,904

Appendix 1: Pre Entry Statement & Board Bios

Marshall House - Development schedule timeline

We are fully satisfied that we could gain immediate entry once the essential checks are completed

We have sufficient Skill Levels, Tool & Members, Capacity and Materials within the Men's Shed to carry out repairs that will allow us to operate from Week 1

Pre-entry Requirements:

Week 1

1. All electrical and gas installations will require to be fully commissioned before being utilised
2. Legionella testing be carried out on the wet services within the building
3. Asbestos Register be made available by current owner [Clackmannanshire Council]
4. Up-to-date Energy Performance Certificate to be provided by current owner [Clacks Council]

Although the following development schedule shows our projections over the next 5 to 8 years, (appendice 3 & 4) the rooms on the ground floor [G1; G2; G3:] and some rooms on the first floor [F1; F2:] are in good enough condition and décor to allow us to occupy and utilise these spaces on week 1 of entry. This would provide our main Social Area **G1**, which accounts for 70% of the groups' activities, and our main Workshop **G3** which, along with the IT facility, accounts for the other 30% of the current Sheds' activities. The IT suite can fit right into **F2** as it stands and our Admin area into **F1**. This would allow the Shed to function at its current level of activity right from the start on entry to the building.

Bios

Kenny Quinn, Chairman and Project Lead Asset Transfer

- Served in Fire Brigade Officer for 30 years mainly in Alloa Fire Station, the final 5 years I was promoted to working in the Community Education Dept mainly in Schools
- Following compulsory retirement from the service, I had a career in Logistics and was promoted to an Operations Director with a Company in Birmingham, my role included Tendering for new contracts with National Companies UPS, DHL, Yodel & Amazon. Responsible for the Budgets on over 25 sites nationwide.
- Hobbies/Pastimes Metal Detecting, Fishing, Walking
- Achievements Climbed 224 Munros , Lord Lieutenant's Citizen of the year, Local Hero award
- Would like to be involved in more Charity Work involving Poverty and Disadvantaged Families

David Tilling, Secretary

- Was employed in Distribution as a HGV Driver then moved to a Managerial Role, however his passion was always in construction and he then went to Sales/Managing in a Roofing Specialists which included Quantity Surveying
- Hobbies / Interests ; Wood Turning, Cabinet Making, Crafting, Sublimation, Laser & 3D printing, Reading

Eric Brown, Vice Chairman

- Has been employed as a Deep Sea Trawlerman, Chandler Warehouse, Garden Centre Assistant & Fostering
- Hobbies/Interests – Men Shed Chef, Fishing, Local Football Fan

Andy Roxburgh, Board member

- Served in the Royal Navy reaching the rank of Chief Petty Officer. Responsibilities included dealing with the Supply and Secretariat side of the military. Dealing with correspondence, Pay, Cash and Service Documentation. These jobs included running the Cash Account for a large Naval Base, working for Senior Naval Officer within NATO and managing departments within different Naval Bases. During my service I attained an HNC in Accountancy and Certified Bookkeepers Qualifications.
- Since leaving the RN, I worked with the Passport Authority as an Interview Officer dealing with first time applicants, both face to face and via online processing. I also worked for Prudential on the Bereavement call centre line as first point of contact. Finally, I was a carer for my late wife as she fought her terminal cancer.

A good background in finance, in particular accounts and bookkeeping. Comfortable dealing with persons in positions of authority and very comfortable interacting with individuals or groups. A 'can do' attitude instilled during my military career. I believe that my work history brings a multitude of useful abilities that can and do help the Forth Valley Men's Shed.

Hugh Craig, Board Member

- Sales, Area Manager of Esso Garages, responsible for Hiring/Firing & Budget Control
 - Registered Blind 4 yrs ago
 - Previously enjoyed Driving & Caravanning
 - Now enjoys -Food & Cooking & Fishing
 - Volunteering in the Community
 - Disability Access Panel VC
 - Community Council Board Member
 - Older Age Forum Member
-

James Greer, Board Member

Educated at Agricultural College and graduated with an HNC in Agriculture. Subsequently set up a farming enterprise which included the design and management of the building of a new Dairy Complex to house a new dairy herd of cows.

- After moving to Scotland, took over a farm that required modernising, so I was again involved in overseeing and being involved in building work, fieldwork and managing other projects on the farm.
 - After leaving farming, obtained financial qualifications, and continued to work as a Financial/Mortgage Advisor, working in the mortgage and protection areas of finance.
 - Hobbies and Interests; Church activities, Local Men Shed, Local history, Politics, Travel, Community Involvement. Classic and vintage agricultural machinery, Reading,
 - Skillset includes; People management, Financial Planning, Budget control and responsibility, Project Management and Planning, Public speaking, Encourager.
-

Sonny Cichosz, Board Member

- Recently has been diagnosed as Autistic also Dyslexic and is supported by the Shed
 - Trainee Greenkeeper
 - Vice Chair of Alloa Community Council
 - Interested in Accounting and Politics – would like to be a Councillor, Enjoys Drawing & Sketching, Martial Arts, Video Gaming and History
-

Andy Nielson, Board Member

- Auto Electrician
 - Sales Director with a Major Wholesaler in the Beauty Salon Sector
 - Interests – Cars, Bikes & Boats, Enjoys Renovating
 - He spends Weekends with his family at Loch Lomond with their Speed Boats
 - He recently built a boat in the Shed for his Grandson
-

John Simm, Board Member

- Police Officer 35 years Mostly based in Alloa latterly Community Police Officer
- John's Early career in North East UK -Coxswain RNLI Inshore Rescue Boat
- Scout & Venture Scout Leader
- First Aid Instructor
- Captain Army Cadet Force 22 years

- Hobbies: Model Trains, Drawing and Art2
-

Garry Quinn, Board Member

- Self Employed Builder
 - Hobbies / Interests
 - Chairman of Local Camera Club
 - Loves Light Painting and had Articles published in National Magazines
 - Laser & 3D Printing
 - Fishing
 - Metal Detecting
 - Single Malt Whisky Connoisseur
-

Margaret Pickles, She Shed Leader and future trustee of Alloa Community Shed

- Retired Shop Assistant
 - Hobbies / Interests
 - Loves Crafting especially recycled materials
 - Laser, 3D and Vinyl printing
-

Linda Quinn, She Shed Leader and future trustee of Alloa Community Shed

- Retired Shop Assistant (33 years Tesco)
 - Hobbies/Interests
 - Learning Craft work
 - Knitting / Crochet
 - Metal Detecting
-

Other Shed members with notable skills, qualifications and experience

Bill Thomson

Qualifications:- Dip. Technical Education [1977]; Dip. Technological Education [1994]

Retired Depute Head Teacher and qualified Technical/Technology teacher with 36 years teaching experience and previously head of that department.

Extensive knowledge of working with wood, metal and various other materials and experience with a number of building and renovation projects throughout the years.

As a member of the schools Senior Management Team, was the link person liaising on behalf of the school with Falkirk Council, the Construction Consortium and latterly, the Building Maintenance Factor [FES], during the £46M P.P.P. new build project [2009-2013] and have an understanding of how the system operates and the requirements that a large project can throw up.

Brian Jones

Qualifications: Various and diverse qualifications throughout my career, including an HNC in Mechanical Engineering, Level 3 Management, Level 3 Learning and Development, City and Guilds in Building Site Supervision, Makita Power Tools Trainer, and a City & Guilds in Domestic, Commercial, and Industrial Gas Servicing, Installation, and Repair.

I am a retired Learning and Development Manager, having worked for 43 years with British Gas. I still hold qualifications in all aspects of domestic ACS gas, with some industrial and commercial qualifications still current. I am also Gas Safe registered.

I have extensive knowledge of working within the gas industry, having started as a Gas Engineer, then becoming a Gas Technician. I spent the last 20 years managing a training centre, teaching and managing apprentices and adult trainees in all aspects of gas servicing, installation, and repair of gas appliances, as well as installing electric meters. Additionally, I designed training content and programs around qualifications to match awarding bodies' qualification frameworks. At the moment, I spend my time with building maintenance and renovating houses, but still do the odd gas job to ensure my skillset.

Craig Frederick

Qualifications: Served as an Apprentice in local Joinery Murray Thomson 1986, work was on building sites, shopfitting and onsite workshop.

Once time served, I became a self employed contract Joiner

I became a member of the men's shed 2020 and was their workshop supervisor, due to personal circumstance had 2 years out, on my return last year I work on community projects and help with workshop training and H&S

My hobbies is spending time with family taking my sons fishing, camping and enjoy walking with my dog

Ron Ellis

Details to follow as an addition

Appendix 2: Financial Projections

Year 1		Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Year
Income	Assumptions	4	5	4	5	5	4	5	4	5	5	4	5	
	<i>1 year salary and recruitment costs</i>													
SLF Revenue Funding		£15,000												£15,000
SLF Capital Funding	<i>Excluding purchase price See funding strategy for info</i>	£23,000												£23,000
Grant Funding (Capital)		£56,000												£56,000
Revenue Funding	1	£10,000					10,000			5000				£25,000
Contracts	2	£1,200			£1,500			£1,500			£1,500			£5,700
Shop/Market Sales	3	£1,125	£1,125	£1,125	£1,125	£1,125	£1,125	£1,125	£1,125	£1,125	£1,125	£1,125	£1,125	£13,500
Donations for services (woodwork and mechanical)	4	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£2,400
Donations from local businesses	5	£250			£250			£250			£250			£1,000
Other donations	6	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£2,400
Office/ Permanent Room Hire	7													£0
Room Hire	8	£180	£180	£180	£180	£180	£180	£180	£180	£180	£180	£180	£180	£2,160
Workshops & Courses	9	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£2,400
Total Income		£107,355	£1,905	£1,905	£3,655	£1,905	£11,905	£3,655	£1,905	£6,905	£3,655	£1,905	£1,905	£148,560
Expenses														
Staffing		£1,305	£1,305	£1,305	£1,305	£1,305	£1,305	£1,305	£1,305	£1,305	£1,305	£1,305	£1,305	£15,662
Building Repair/Renovation		£79,000												£79,000
Recruitment and Training Costs, Equipment		£2,000												£2,000
Building maintenance and inspections		£500			£500			£500			£500			£2,000
Tool & equipment maintenance and repair	10	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£1,800
Materials purchase		£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£4,800
Rates	11													£0
Water Rates	Estimate	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£2,400
Gas/electric	12	£1,000	£1,000	£800	£800	£800	£1,000	£1,000	£1,000	£1,000	£1,000	£1,000	£1,000	£11,400
Alarm and Security	Estimate	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£1,800
Insurance	Estimate	£5,000												£5,000
Wifi/Phone		£68	£68	£68	£68	£68	£68	£68	£68	£68	£68	£68	£68	£814
Marketing & advertising	13	£100	£100	£100	£300	£100	£100	£300	£100	£100	£300	£100	£100	£1,800
Catering		£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£360
Booking system subscription		£17	£17	£17	£17	£17	£17	£17	£17	£17	£17	£17	£17	£200
Volunteer Expenses		£75	£75	£75	£75	£75	£75	£75	£75	£75	£75	£75	£75	£900
Professional Fees		£500												£500
Total expenses		£90,495	£3,495	£3,295	£3,995	£3,295	£3,495	£4,195	£3,495	£3,495	£4,195	£3,495	£3,495	£130,436
Surplus or deficit		£16,860	-£1,590	-£1,390	-£340	-£1,390	£8,410	-£540	-£1,590	£3,410	-£540	-£1,590	-£1,590	£18,124
Balance		£16,860	£15,271	£13,881	£13,541	£12,152	£20,562	£20,022	£18,433	£21,843	£21,303	£19,713	£18,124	£18,124

Year 2		Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Year
Income	Assumptions	4	5	4	5	5	4	5	4	5	4	5	4	5
Grant Income		£20,000					£5,000			5000				£30,000
Contracts		£1,200			£1,200			£1,200			£1,200			£4,800
Shop/Market Sales	15	£1,238	£1,238	£1,238	£1,238	£1,238	£1,238	£1,238	£1,238	£1,238	£1,238	£1,238	£1,238	£14,856
Donations for services (woodwork and mechanical)	16	£220	£220	£220	£220	£220	£220	£220	£220	£220	£220	£220	£220	£2,640
Donations from local businesses		£250			£250			£250			£250			£1,000
Other donations		£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£2,400
Office/ Permanent Room Hire	17	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£2,400
Room Hire	18	£225	£225	£225	£225	£225	£225	£225	£225	£225	£225	£225	£225	£2,700
Workshops & Courses		£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£2,400
Total Income		£23,733	£2,283	£2,283	£3,733	£2,283	£7,283	£3,733	£2,283	£7,283	£3,733	£2,283	£2,283	£63,196
Expenses														
Staffing		£1,349	£1,349	£1,349	£1,349	£1,349	£1,349	£1,349	£1,349	£1,349	£1,349	£1,349	£1,349	£16,188
Building maintenance and inspections		£500			£500			£500			£500			£2,000
Tool & equipment maintenance and repair		£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£1,800
Materials purchase		£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£4,800
Rates														£0
Water Rates	Estimate	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£2,400
Gas/electric	19	£1,045	£1,045	£1,045	£1,045	£1,045	£1,045	£1,045	£1,045	£1,045	£1,045	£1,045	£1,045	£12,540
Alarm and Security		£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£1,800
Insurance	Estimate	£5,000												£5,000
Wifi/Phone		£68	£68	£68	£68	£68	£68	£68	£68	£68	£68	£68	£68	£814
Marketing & advertising		£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£600
Catering		£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£360
Booking system subscription		£17	£17	£17	£17	£17	£17	£17	£17	£17	£17	£17	£17	£200
Volunteer Expenses		£75	£75	£75	£75	£75	£75	£75	£75	£75	£75	£75	£75	£900
Professional Fees		£500												£500
Inflation	3%	£246	£66	£66	£81	£66	£66	£81	£66	£66	£81	£66	£66	£1,011
Total expenses		£9,779	£3,599	£3,599	£4,114	£3,599	£3,599	£4,114	£3,599	£3,599	£4,114	£3,599	£3,599	£50,913
Surplus or deficit		£13,954	-£1,316	-£1,316	-£381	-£1,316	£3,684	-£381	-£1,316	£3,684	-£381	-£1,316	-£1,316	£12,283
Balance		£32,078	£30,762	£29,446	£29,065	£27,749	£31,433	£31,052	£29,735	£33,419	£33,038	£31,722	£30,406	£30,406

Year 3			Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Year
Income	Assumptions	20	4	5	4	5	5	4	5	4	5	5	4	5	
Grant Income			£20,000				5000			5000					£30,000
Contracts			£1,200			£1,200			£1,200			£1,200			£4,800
Shop/Market Sales			£1,238	£1,238	£1,238	£1,238	£1,238	£1,238	£1,238	£1,238	£1,238	£1,238	£1,238	£1,238	£14,856
Donations for services (woodwork and mechanical)			£220	£220	£220	£220	£220	£220	£220	£220	£220	£220	£220	£220	£2,640
Donations from local businesses			£250			£250			£250			£250			£1,000
Other donations			£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£2,400
Office/ Permanent Room Hire			£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£2,400
Room Hire			£225	£225	£225	£225	£225	£225	£225	£225	£225	£225	£225	£225	£2,700
Workshops & Courses			£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£2,400
Total Income			£23,733	£2,283	£2,283	£3,733	£7,283	£2,283	£3,733	£7,283	£2,283	£3,733	£2,283	£2,283	£63,196
Expenses															
Staffing			£1,394	£1,394	£1,394	£1,394	£1,394	£1,394	£1,394	£1,394	£1,394	£1,394	£1,394	£1,394	£16,730
Building maintenance and inspections			£500			£500			£500			£500			£2,000
Tool & equipment maintenance and repair			£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£1,800
Materials purchase			£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£4,800
Rates															£0
Water Rates	Estimate		£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£2,400
Gas/electric	21		£1,149	£1,149	£1,149	£1,149	£1,149	£1,149	£1,149	£1,149	£1,149	£1,149	£1,149	£1,149	£13,788
Alarm and Security			£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£1,800
Insurance	Estimate		£5,000												£5,000
Wifi/Phone			£68	£68	£68	£68	£68	£68	£68	£68	£68	£68	£68	£68	£814
Marketing & advertising			£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£600
Catering			£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£360
Booking system subscription			£17	£17	£17	£17	£17	£17	£17	£17	£17	£17	£17	£17	£200
Volunteer Expenses			£75	£75	£75	£75	£75	£75	£75	£75	£75	£75	£75	£75	£900
Professional Fees			£500												£500
Inflation	3%		£249	£69	£69	£84	£69	£69	£84	£69	£69	£84	£69	£69	£1,049
Total expenses			£9,931	£3,751	£3,751	£4,266	£3,751	£3,751	£4,266	£3,751	£3,751	£4,266	£3,751	£3,751	£52,741
Surplus or deficit			£13,802	-£1,468	-£1,468	-£533	£3,532	-£1,468	-£533	£3,532	-£1,468	-£533	-£1,468	-£1,468	£10,455
Balance			£44,208	£42,740	£41,271	£40,738	£44,270	£42,802	£42,268	£45,800	£44,332	£43,798	£42,330	£40,862	£40,862

Year 4		Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Year
Income	Assumptions	4	5	4	5	5	4	5	4	5	4	5	4	5
Grant Income		£20,000				5000		5000		2500				£32,500
Contracts		£1,200			£1,200			£1,200			£1,200			£4,800
Shop/Market Sales		£1,238	£1,238	£1,238	£1,238	£1,238	£1,238	£1,238	£1,238	£1,238	£1,238	£1,238	£1,238	£14,856
Donations for services (woodwork and mechanical)	22	£300	£300	£300	£300	£300	£300	£300	£300	£300	£300	£300	£300	£3,600
Donations from local businesses	23	£300			£300			£300			£300			£1,200
Other donations		£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£2,400
Office/ Permanent Room Hire		£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£2,400
Room Hire		£300	£300	£300	£300	£300	£300	£300	£300	£300	£300	£300	£300	£3,600
Workshops & Courses		£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£2,400
Total Income		£23,938	£2,438	£2,438	£3,938	£7,438	£2,438	£8,938	£2,438	£4,938	£3,938	£2,438	£2,438	£67,756
Expenses														
Staffing		£1,441	£1,441	£1,441	£1,441	£1,441	£1,441	£1,441	£1,441	£1,441	£1,441	£1,441	£1,441	£17,288
Building maintenance and inspections		£500			£500			£500			£500			£2,000
Tool & equipment maintenance and repair		£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£1,800
Materials purchase		£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£4,800
Rates														£0
Water Rates	Estimate	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£2,400
Gas/electric	24	£1,264	£1,264	£1,264	£1,264	£1,264	£1,264	£1,264	£1,264	£1,264	£1,264	£1,264	£1,264	£15,168
Alarm and Security		£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£1,800
Insurance	Estimate	£5,000												£5,000
Wifi/Phone		£68	£68	£68	£68	£68	£68	£68	£68	£68	£68	£68	£68	£814
Marketing & advertising		£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£600
Catering		£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£360
Booking system subscription		£17	£17	£17	£17	£17	£17	£17	£17	£17	£17	£17	£17	£200
Volunteer Expenses		£75	£75	£75	£75	£75	£75	£75	£75	£75	£75	£75	£75	£900
Professional Fees		£500												£500
Inflation	3%	£252	£72	£72	£87	£72	£72	£87	£72	£72	£87	£72	£72	£1,090
Total expenses		£10,096	£3,916	£3,916	£4,431	£3,916	£3,916	£4,431	£3,916	£3,916	£4,431	£3,916	£3,916	£54,720
Surplus or deficit		£13,842	-£1,478	-£1,478	-£493	£3,522	-£1,478	£4,507	-£1,478	£1,022	-£493	-£1,478	-£1,478	£13,036
Balance		£54,704	£53,225	£51,747	£51,254	£54,776	£53,297	£57,804	£56,326	£57,348	£56,855	£55,376	£53,898	£53,898

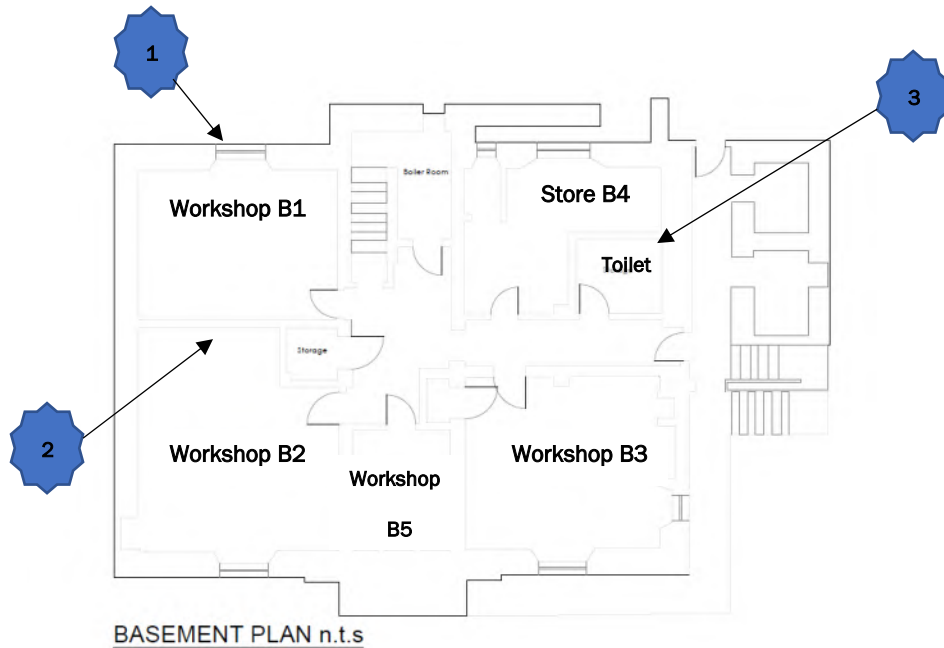
Year 5		Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Year
Income	Assumptions	4	5	4	5	5	4	5	4	5	5	4	5	
Grant Income		£20,000			5000			5000			2500			£32,500
Contracts		£2,000			£2,000			£2,000			£2,000			£8,000
Shop/ Market Sales		£1,238	£1,238	£1,238	£1,238	£1,238	£1,238	£1,238	£1,238	£1,238	£1,238	£1,238	£1,238	£14,856
Donations for services (woodwork and mechanical)	20	£300	£300	£300	£300	£300	£300	£300	£300	£300	£300	£300	£300	£3,600
Donations from local businesses	21	£350			£350			£350			£350			£1,400
Other donations		£250	£250	£250	£250	£250	£250	£250	£250	£250	£250	£250	£250	£3,000
Office/ Permanent Room Hire		£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£2,400
Room Hire		£300	£300	£300	£300	£300	£300	£300	£300	£300	£300	£300	£300	£3,600
Workshops & Courses		£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£2,400
Total Income		£24,838	£2,488	£2,488	£9,838	£2,488	£2,488	£9,838	£2,488	£2,488	£7,338	£2,488	£2,488	£71,756
Expenses														
Staffing		£1,489	£1,489	£1,489	£1,489	£1,489	£1,489	£1,489	£1,489	£1,489	£1,489	£1,489	£1,489	£17,862
Building maintenance and inspections		£500			£500			£500			£500			£2,000
Tool & equipment maintenance and repair		£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£1,800
Materials purchase		£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£4,800
Rates														£0
Water Rates	Estimate	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£2,400
Gas/electric	25	£1,390	£1,390	£1,390	£1,390	£1,390	£1,390	£1,390	£1,390	£1,390	£1,390	£1,390	£1,390	£16,680
Alarm and Security		£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£1,800
Insurance	Estimate	£5,000												£5,000
Wifi/Phone		£68	£68	£68	£68	£68	£68	£68	£68	£68	£68	£68	£68	£814
Marketing & advertising		£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£600
Catering		£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£360
Booking system subscription		£17	£17	£17	£17	£17	£17	£17	£17	£17	£17	£17	£17	£200
Volunteer Expenses		£75	£75	£75	£75	£75	£75	£75	£75	£75	£75	£75	£75	£900
Professional Fees		£500												£500
Inflation	3%	£256	£76	£76	£91	£76	£76	£91	£76	£76	£91	£76	£76	£1,136
Total expenses		£10,274	£4,094	£4,094	£4,609	£4,094	£4,094	£4,609	£4,094	£4,094	£4,609	£4,094	£4,094	£56,852
Surplus or deficit		£14,564	-£1,606	-£1,606	£5,229	-£1,606	-£1,606	£5,229	-£1,606	-£1,606	£2,729	-£1,606	-£1,606	£14,904
Balance		£68,462	£66,856	£65,250	£70,479	£68,874	£67,268	£72,497	£70,891	£69,285	£72,014	£70,408	£68,802	£68,802

Assumptions	Year 1
1	Based on previous success rate, slightly increased due to more activities and beneficiaries
2	For the production of items for partner organisations (e.g. planters, benches etc)
3	Shop sales and sales at markets/events. Based on 10 shop sales per week at an average of £25 per item. £100 generated at monthly market stall.
4	Creation, repair or restoration of items by request
5	Donations from other businesses
6	Individual donations from supporters, friends of etc.
7	From year 2
8	Community Groups hiring workshop space or social space for classes/meetings £10 per hour, 4 hires per week
9	2 workshops/courses a month @ £10 charge per class/10 participants
10	Including new equipment purchase
11	100% rates relief
12	Estimate based on rising prices but good design and renewable tech could reduce this
13	Increased marketing activity year 1 and quaterly newsletter
	Year 2
15	10% increase in shop sales
16	10% increase in commissions
17	2 organisations or individuals hiring permanent space at £100pm
18	Community Groups hiring workshop space or social space for classes/meetings £12.50 per hour, 4 hires per week
19	10% increase in utility costs
	Year 3
20	Slight increase in grant funding over time (+£5k)
21	10% increase in utility costs
	Year 4
22	Increase in donations for services (+£50) as awareness, membership and activity grows
23	Increase in donations from businesses as more local organisations become Shed supporters
24	10% increase in utility costs
	Year 5
25	10% increase in utility costs

Development Worker (part time 20 hours per week)		Salary	FTE	Pro Rata	NI	Pension	Monthly Employer Costs	Total emp costs annual	Total hours per week
	Year 1	£28,000	0.5	£14,000	£262	£1,400	£1,305	£15,662	20
	Year 2	£28,840	0.5	£14,420	£326	£1,442	£1,349	£16,188	20
	Year 3	£29,705	0.5	£14,853	£392	£1,485	£1,394	£16,730	20
	Year 4	£30,596	0.5	£15,298	£460	£1,530	£1,441	£17,288	20
	Year 5	£31,514	0.5	£15,757	£529	£1,576	£1,489	£17,862	20

Appendix 3: Building Development Projections

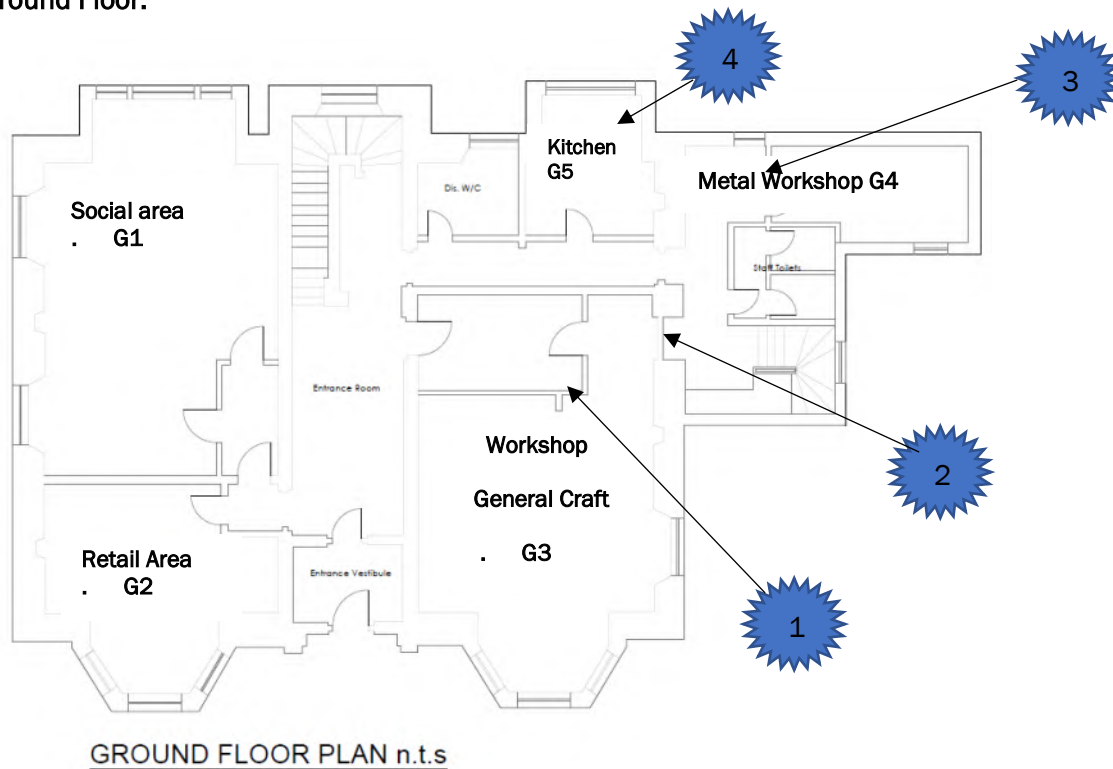
Basement Level:



It is proposed that the Basement level be used to house the heavy machinery [woodworking] that is used by the Shed. This keeps the machinery out of the areas frequented by the general public during visits to the Shed. [Health & Safety]. Being below ground in part and having heavy solid stone walls, any sound generated will be nullified regarding any possible noise pollution transmitted to the surrounding area. The main changes **proposed** are:-

1. Four workshop areas are proposed. B1 and B2 to be Woodworking areas, B3 a Metalworking Area and B5 a clean finishing area for paint/varnishing etc.
2. The window shown in **Position 1** be removed and replaced with a solid external door going all the way to the floor. This provides the following advantages:
 - 2.1. Providing access to the Basement for getting heavy machinery installed
 - 2.2. Provide access to get large materials in and projects out of the building.
 - 2.3. Provide an additional emergency exit from the basement [Only 1 exit at present]
 - 2.4. Allow access for disabled people to the workshops.
3. The wall between B1 and B2 to have an opening created between the two areas large enough for a person to pass through. **[Position 2]** There is an existing hatch size opening in place and this could be increased to the required specification and supported by an RSJ. The advantages are:
 - 3.1. People working in B1 and B2 are not working in isolation [Health & Safety]
 - 3.2. Creates larger work space and ease of access to machinery/materials
4. Inclusion of a toilet facility on this floor in old storeroom. **[Position 3]**

Ground Floor:

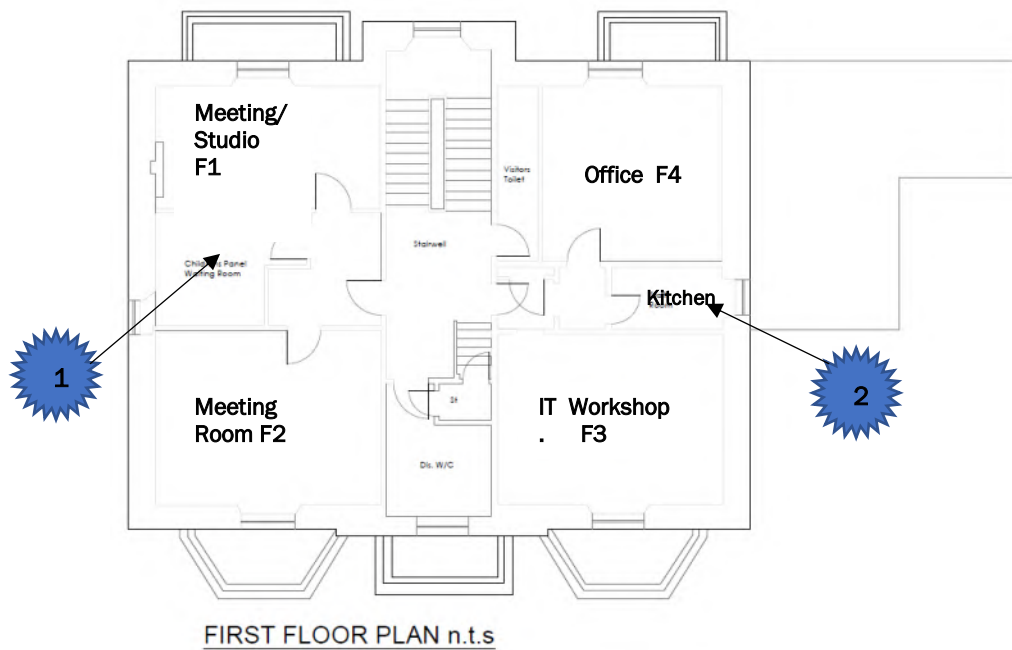


The Ground Floor is to be the main Shed area accessed by most visitors to the building.

G1 provides a large airy welcoming space for social activities. G2 at the front of the building is to be used as a retail outlet for Shed produced goods and the Hub for a Tool Library. The changes proposed are:

1. In the General Craft/Teaching Workshop G3, the removal of the non-original stud partition wall will provide the large work area needed for this venture [P1]
2. The door in **Position 2** is currently boarded up. Opening this will provide an access link to the Metalworking area at the rear, the main workshop in the basement via the back stair and the toilet facilities on the East gable of the building.
3. The removal of the stud partition wall in the current tiny kitchenette/store [P3] would provide adequate space for a small Metalworking area and close to G3 the teaching area
4. Move the kitchen facilities to this larger former store [P4] will provide the Shed with a facility that is fit for purpose.

First Floor:



It is envisaged that the First Floor will be the Office/Admin area for the Shed with the addition of a Studio space and a Meeting Room available for community use. The proposed changes are:

1. The removal of the non-original stud partition walls in F1 to create a large Studio/Meeting room for Community use
2. Create a small kitchen area in what is currently designated as a Staffroom.

Note: Due to water damage resulting from burst pipes in the Attic, F3 & F4 will require extensive redecoration. As the Office area and the IT Suite are necessary to maintain the current Shed needs, it is proposed that initially, F1 be used as the office and F2 be used as the IT suite then swapped over to the proposed plan above once the redecorations are completed.

Attic Floor:

There are currently no plans in place to do anything with the attic space. This will be revisited once the other floors are fit for purpose and being utilised.

Outside Area:



Members of the Community have expressed an interest in Gardening and the area to the rear of the property could provide the Shed with an excellent opportunity to engage with this. The perimeter could be defined by use of sympathetic fencing or hedging to provide some security/privacy. Plots or raised beds created for growing. Areas set aside for a wild meadow creating biodiversity. Seating provided for a relaxing informal social area.

The old boiler house [P1] to be reroofed and water supply added to provide an outdoor facility to secure tools and furniture and operate as a “potting Shed”

Rear lower basement window [P2] to be replaced with a secure external door to allow better access to this floor. Current path along the rear of the building to the back door and boiler house to be upgraded to accommodate wheelchair access

Alloa Community Shed [Forth Valley Men's Shed, Alloa]

Marshall House - Development schedule timeline

Years 1-3:

General: Roof inspection/repair / Gutters / Downpipes

Electrical inspection / Upgrade / 3-phase [440v] ?

Boiler / Heating inspection

Review External Windows / Doors

Basement: Improve access for all to basement – replace window with secure door

Install Heavy Machinery and Equip Workshop area

Develop Storage Area for Tools and Materials

Explore linking two main work spaces [access through wall]

Possible inclusion of toilet facility on this floor

Ground Floor: Develop Social Area inc. access to water supply.

Develop and Equip Craft Workshop and resurface uneven floor

Develop retail area at front of building for Shed produce and Tool Library

Establish Kitchen and Toilets as Fit for Purpose

Outside: Reroof of old boiler house and add water supply

Temporary siting of a container for Timber materials storage

Improve access to rear of property [Paved walkway]

Establish external secure storage unit for materials. [Container]

Possible Minor Works requiring planning / building warrant.

Better access to basement [Replace window with external door]

Possible removal of non-original stud partition walls. [G/Floor]

Explore the possibility of connecting the two large rooms in the basement on the West side of the property [partial wall removal for opening/use of RSJ support lintel]

Year 1 AIMS: To have a secure and safe building in which to operate.

To have an operational heavy machine area established [Basement]

To have an operational Social Area and Craft Workshop. [Ground floor]

To have accessible functioning utilities [Kitchen / Toilets]

To have a secure external storage area for materials [Container]

Years 2-5:

General: Continue redecoration throughout Basement and Ground Floor

Continue Utilities upgrade throughout building.

Basement: Further develop workshop and storage areas

Ground Floor: Develop Retail area for public access

Further Develop Craft area to rear of building [Metalworking Area]

Develop main Craft Workshop for Teaching / Demonstration Areas

First Floor: Develop Admin/Office area

Develop IT Suite

Explore establishment of small kitchen area in old staffroom

Establish Meeting room facility[s]

Outdoor: Develop outdoor "Garden Area"

Reroof old boiler house and add water supply

Maintain Front Elevation /Attractive welcoming Entrance

Year 2 AIMS: To have a fully operational Ground Floor facility that is Fit for Purpose.

[Social Area, Craft Work Spaces, Office, Retail Area, Domestic Utilities]

To have an operational IT suite

To have a functioning Office/Admin area

To have a meeting room available for hire

Years 3-4:

General: Continue redecoration throughout
Explore Window upgrades

Basement: Further develop workshop and storage areas

Ground Floor: Continued Development
Decoration of Entrance Hall / Stairway

First floor: Continued development
Redecoration of rooms
Upgrade domestic Facilities

Outdoor: Continue to develop “Market Garden Club” concept
Look at securing outdoor area perimeter with fence/hedge

Year 3 AIMS: To have both functioning Meeting Rooms Fit for Purpose [First floor]
First Floor utilities fit for Public access
To Create a Welcoming Environment overall.

Years 4-8:

General: Address and Enhance the External Fabric of the building
Continue with the development of First Floor

First Floor: Continue with the refurbishment of all First Floor rooms

Attic Rooms: Explore the potential of Attic Room Usage

External: Continue with maintenance of building fabric
Explore Positive Environmental Developments
[Solar panels – PV and Water, Insulation, Heat pump upgrade, Windows]

Year 4 AIMS: To have all first floor rooms Fit for Purpose for Public / Group use