



No. 111 + No. 121 High Street, Dumfries: Architectural Feasibility Report

For Community Enterprise and Dumfries High St Ltd (t/a Midsteeple Quarter)

Prepared by John Gilbert Architects, McGowan Miller and Reid Associates

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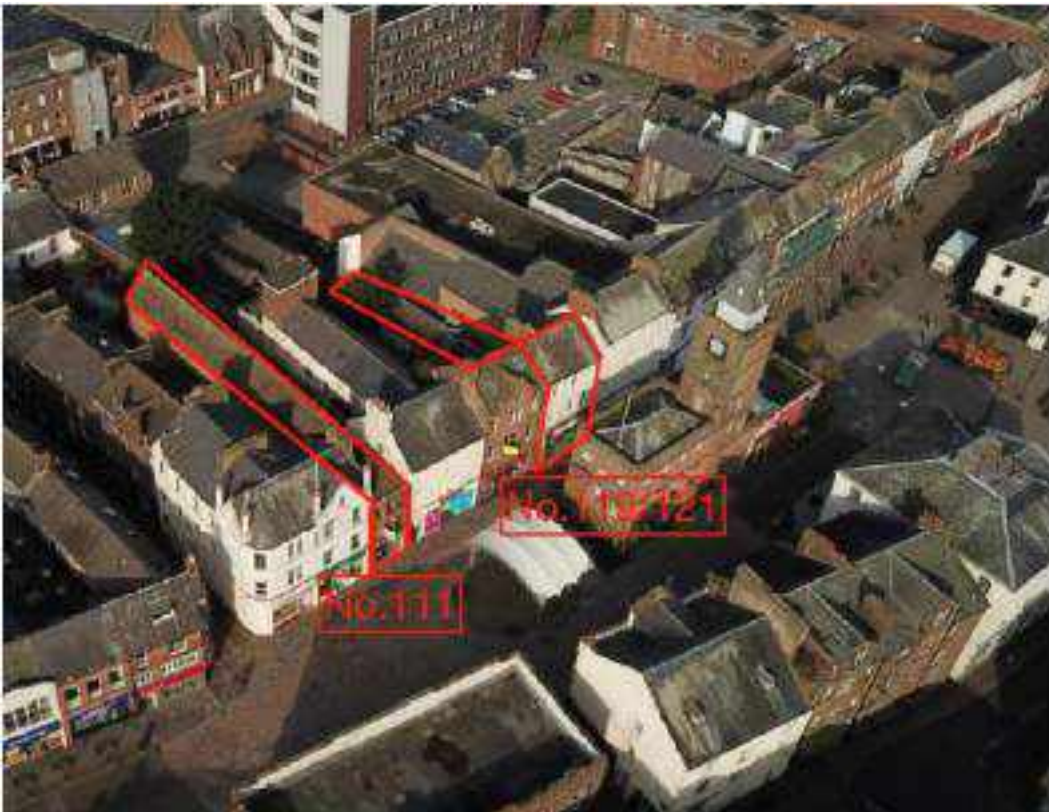
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1. Introduction

John Gilbert Architects have prepared this report with and for Community Enterprise (CE) and it is part of the overall Feasibility Study produced by CE into the feasibility of purchasing and operating No.s 111 and 121 High Street in Dumfries. This work in turn is for Dumfries High Street Ltd, trading as Midsteeples Quarter (MSQ).

Our contribution to the work has consisted of four distinct sections:

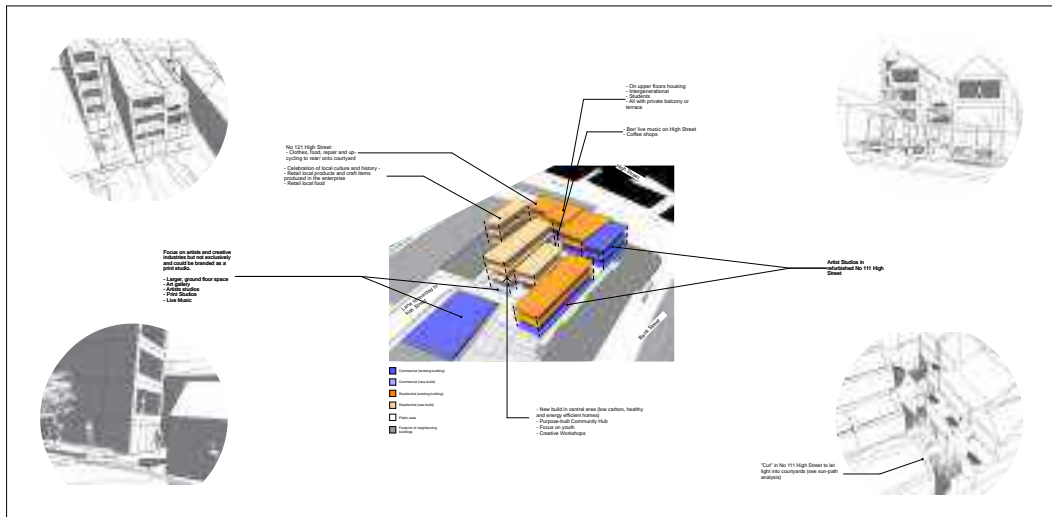
- Condition reports of the two buildings. These have been prepared by McGowan & Miller and whilst we have commented on these in the following section, the full survey reports are included in full in Appendix B.
- Measured Surveys of both buildings
- Sketch developmental drawings which should fit in to the overall masterplan, engage the client and local community in the discussion about what forms the buildings should take and which functions should be housed within
- Indicative costs for the preferred sketch scheme designs which were prepared by Reids Cost Consultants.



The two properties in question are highlighted in the image above and we have concentrated on these of course, but the work should be seen within a wide context which includes a number of other studies, proposals and reports which have been undertaken to adjacent buildings and the wider block in support of the overall drive to regenerate this part of Dumfries town centre. In particular we have taken our cue from the masterplan for the area prepared by ARPL and others, and the subsequent study by Oliver Chapman Architects and others on NO.s 113/15 and 117/19.

Having met virtually with the client representatives on the 12th June, we carried out measured surveys of the buildings on the 23rd June, while Robert Richmond of McGowan Miller undertook simultaneous conditions surveys. Our measured drawings were used to provide floor plans and areas for the conditions surveys.

We subsequently worked up some basic plans to be used in the community engagement exercise which took place over the Friday and weekend of 14/15/16th August. These plans included layouts, indicative areas and some block models to give a sense of the proposals. 3 annotated sheets were produced including the image below which identified floors and potential uses for each area.



No significant changes were requested following the community event and so the plans were drawn up in more detail, the agreed uses and functions ascertained by CE were allowed for and the proposals were costed to an indicative level by Reids Cost consultants.

The final drawings, conditions surveys and full cost reports are included as appendices at the end of this report.

2. Condition Surveys

The following summaries are taken from the reports which then go into much more detail and are included as appendices to this report.

111 High Street

The building is late 19th Century and has been given a Category B in the list of buildings of historic or architectural interest by Historic Environment Scotland. The following is extracted from the building description in the listing:

“Mid/late 19th century. Free Italianate. 3 storeys, 3 narrow bays divided by pilasters at upper floors; modern shop at ground. Red ashlar, with sculptured details. Arcaded 1st floor, sculptured heads in tympana over windows, 2nd floor windows with decorative cill course; casement windows; decorative eaves; cornice; low parapet; piended roof with concrete tiles.”

It is worth noting that this excerpt comprises the entirety of the entry and suggests that the listing is concerned solely with the facade of the building. Re-modelling the ‘modern’ shop would no doubt be welcomed as would replacement of the concrete tiles with a natural slate replacement of the roof.

The property is in a poor condition overall. It has been unoccupied for several years and with little or no maintenance carried out over that time. The neighbouring buildings are also largely empty and also in poor repair which exacerbates the problem. There is dampness caused by rainwater ingress and a number of defects at the abutments with neighbouring properties.

Maintenance of the building is difficult because of the lack of easy access to maintain the roof and rainwater goods in particular, which is the source of many of the problems.

The surveyor has noted that all external features of the building can be described as in serious disrepair which would require replacement and / or urgent investigation. These are: the chimneys, roof covering, rainwater goods, external wall finishes, doors and windows and external decoration.

Internally, the presence of dampness and potential timber decay, along with the floor construction, internal decoration and sanitaryware are similarly recorded as being in serious disrepair. Ceilings, walls and partitions, fireplaces, built-in fittings and joinery are noted as needing repair or replacement but not considered urgent or serious.

All services are noted as needing urgent repair or replacement, these are the electricity, water, hot water and drainage systems. There is no dedicated heating installation. Access to the site was also considered a serious concern.





The roof structure (left) is exposed to the second floor space below and shows signs of relatively recent extensive repair.

We should emphasise that the surveyor indicates that the structural engineer should inspect the building in a number of areas. He also recommends a specialist in the treatment of damp and rot but we would caution against the use of a chemical treatment company for these purposes and instead make use of the services of

specialist surveyor (sometimes called a 'Building pathologist) who will most likely be able to advise on remedial works not including the use of these chemicals. Although they may in some cases be necessary, they are particularly hazardous to the health of workers and building occupants and usually not required.

The surveyor notes the need for an asbestos survey and we would certainly concur that this should be undertaken in advance of any works because of the potential cost and disruption of asbestos removal if left to be part of any main contract. All services would need to be thoroughly tested, in particular electrical system, water supply and drainage.

121 High Street

The building is late 18th / early 19th Century and has been given a Category C in the list of buildings of historic or architectural interest by Historic Environment Scotland (not Category B as noted in the report). The following is extracted from the building description in the listing:

“Late 18th/early 19th century. 3 storeys, 3 narrow bays with modern shop at ground; pend at left has brick interior and incorporates some earlier rubble walling. Rendered as ashlar (built of brick) with ashlar margins all painted. 2nd floor window cills built up. Plate glass sashes. End stacks; slate roof. Altered, long 3-storey range to rear built of red rubble.”

Like 111, the property comprises an empty shop at ground floor with a large and long extension to the rear, although in the case of 121 the extension is only one storey high. The main building has 2 upper floor and a loft, all of which are empty. Unlike 111, there is a cellar accessed from the shop which extends beyond the main building to the rear.



The property is in a poor condition overall. It has been unoccupied for several years and with little or no maintenance carried out over that time. The neighbouring buildings are also largely empty and also in poor repair which exacerbates the problem. There is dampness caused by rainwater ingress and a number of defects at the abutments with neighbouring properties.

Maintenance of the building is difficult because of the lack of easy access to maintain the roof and rainwater goods in particular, which is the source of many of the problems.

Like the property at 111, the surveyor has noted that all external features of the building can be described as in serious disrepair which would require replacement and / or urgent investigation. These are: the chimneys, roof covering, rainwater goods, external wall finishes, doors and windows and external decoration.



Internally, the presence of dampness and potential timber decay, along with the floor construction, ceilings and built-in fitments are similarly recorded as being in serious disrepair. Walls and partitions, fireplaces, internal decoration, sanitaryware and joinery are noted as needing repair or replacement but not considered urgent or serious. The image left, shows the ground floor with open door to the steps which lead to the cellar.

Electricity, water and drainage systems are noted as needing urgent repair or replacement, while the hot water system is described as needing repair / replacement but not urgently. There is no dedicated heating installation. Access to the site was also considered problematic.

We should emphasise that the surveyor indicates that the structural engineer should inspect the building in a number of areas. He also recommends a specialist in the treatment of damp and rot but we would caution against the use of a chemical treatment company for these purposes as discussed above.

The surveyor notes the need for an asbestos survey and we would certainly concur that this should be undertaken in advance of any works because of the potential cost and disruption of asbestos removal if left to be part of any main contract. All services would need to be thoroughly tested, in particular electrical system, water supply (lead pipe visible) and drainage.

The surveyor concludes with a similar number of legal issues which would ideally be resolved before any purchase. These pertain to rights of access, rights and responsibilities of maintenance in relation to adjacent properties, issues in relation to asbestos, the lack of electrical test certificate. We would add that it would be prudent to carry out a full structural survey before purchase to highlight any particular problematic (and thus expensive) works which might be required.

3. Scheme Development

This section briefly describes the issues taken into account in arriving at the costed proposals.

Fitting in with the Masterplan

A key part of our brief was to understand and respond to the masterplan prepared by ARPL Architects and others. The Midsteeples Quarter masterplan is described therein as being founded on the key principles of:

- the local community taking the lead with partnership support
- re-populating the town centre with high-quality and affordable housing on upper floors
- dynamic & engaging activity at street-level to support a mixed & vibrant local economy.

It is important to note that this is not just an aspiration, it is embedded in the recently adopted Dumfries and Galloway Council Local Development Plan mixed use policy allocation for the Midsteeples Quarter, policy DFS.MU205 Midsteeples Quarter.

The third of the key principles is illustrated below:



It is important to note that in this iteration, the ground floor plans are refurbished reiterations of the existing plans, that is, they inhabit the same footprint, forming long, condensed, and in some cases single sided spaces as they extend back from the High Street along the medieval land ownership patterns (conjecturally shown right).

Although our plans have, in common with all other studies, allowed for the removal of much of the 'back court' extensions, we have carefully kept to the pattern of development, that is, following the existing rigg patterning of thin buildings extending between pends running back from the High Street.



As the masterplan notes: *“In the town centre much of the ‘organic’ nature of the earlier development has been lost with the larger scale and more rigid forms of development such as the Loreburn shopping centre and more modern retail and department store premises.*

The midsteep quarter is in itself a built record of the development of the town centre from its original medieval street pattern through to the 20th century shops.”

This ‘organic’ nature is shown below and remains an important driver of how we see the development of the site.



The masterplan then describes a number of issues to which all development should take account:

- the need to improve the general public spaces of the area, in particular linking the High Street, via attractive paths to much improved spaces to the rear of the site and down towards Irish Street.
- the need to acknowledge the conservation area status of the site and ensure that all listed buildings are retained where possible and placed in a context that befits the CA status. The masterplan analyses the heritage sensitivity of the various buildings, concluding that those that front the High Street are important, while the extensions which reach back are less so, while the former Dinwiddie Print Studio building at the rear is also of particular value.
- The pleasantly informal coherence of the architectural character of the buildings on the High Street, marred by poor maintenance and a lack of greenery

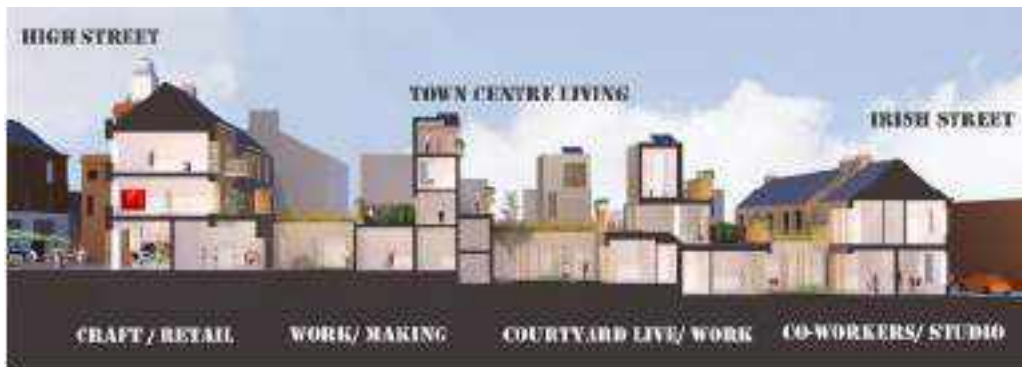
Our proposals respond to these ideas in a number of ways. We have allowed a sizeable sum for both building improvement and public space improvement in our proposals.

Whilst a subsequent study by Oliver Chapman Architects proposed the removal of No. 113/15, we have proposed instead retaining the main building on the High Street. This is partly for practical reasons and partly due to the need to acknowledge the particular importance of that street frontage as part of the conservation area.

The masterplan then introduces an important notion that *“The age of big retail is over”*. The argument is that with out-of-town and internet options, the primary reason for coming into the town centre - shopping - has declined where it no longer makes sense to assume that conventional retail could, or should inhabit the ground floor spaces. The proof of this concept is perhaps the simple fact that so many retail premises in the High Street are empty.

Instead the masterplan proposes a number of small scale, intensive and flexible uses which will bring life and inhabitants back into the town centre for others reasons: social and human alternatives to the *“sterile worlds of chain store, digital and business park landscapes.”*

Importantly, this vision relies not only on flexible ground floor spaces, but on generally attractive public spaces and an influx of inhabitants who will live above the new public and communal spaces. This vision is neatly illustrated in the image below.



The masterplan continues to indicate practical ways that this vision can be realised. In the four drawings below it describes a series of pends which provide the lifeblood of the new spaces, drawing people through from the High Street, a more open series of spaces behind the High Street buildings, a series of linear buildings and open green spaces. Our proposals follow these principles.



At street and ground floor a mix of uses is proposed to include retail, community, maker / work spaces and food, with external courtyards and potentially some residential.

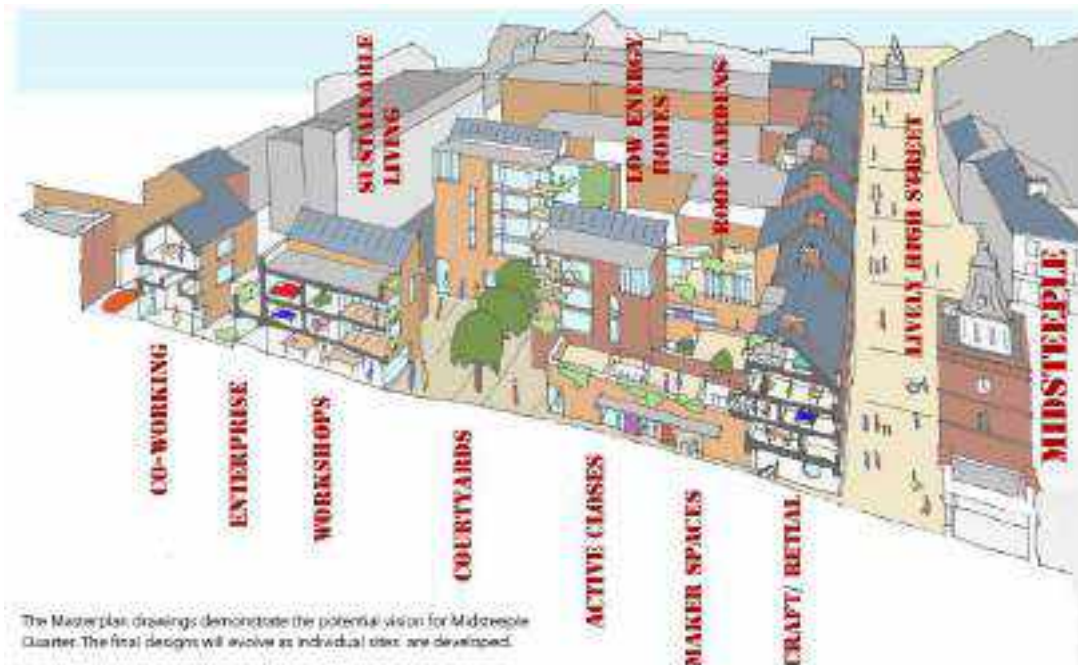
An important part of the development is to bring people back to living in the town centre and so the upper floors of most or all building, old and new are to be residential.

Beyond simply providing living spaces, two important principles inform this new residential development. The first is that it should be 'intergenerational' that is, should encourage or allow for a range of ages and abilities in order to recreate as far as possible a healthy mix of age and resident types from students, young families to the elderly. A practical implication of this is that the dwellings should be adequately services by good access which may include lifts.

The second principle is that of providing private external spaces. This is linked to the overarching aspiration to see a greener town centre, but importantly extends this to each household such that each should have its own private balcony or terrace. Whilst an admirable aspiration, the significance of this has only recently become clear with the arrival of Covid-19 and the very real threat of lockdowns and the need for private, external spaces.

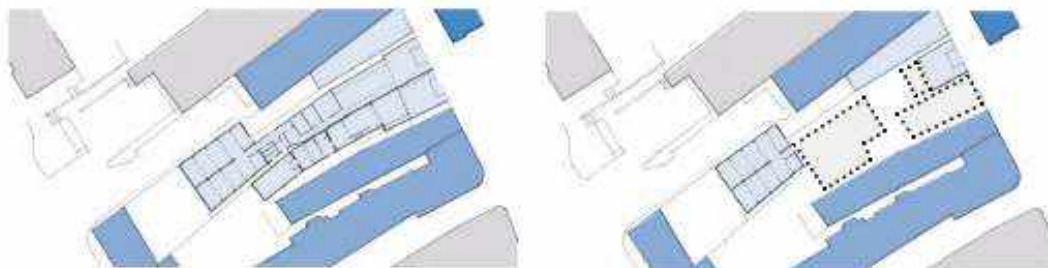
The masterplan notes that any development at Midsteeple should aim to be an exemplar in sustainable development. It could be argued that the overarching aspirations of improving the town centre, bringing people into the centre for living and communal activity is itself a profoundly sustainable act, but this is extended by what could be described as 'technical' sustainable aspirations including high levels of energy efficiency, minimal water use and waste, reducing the impact of surface water on flooding and providing a healthy internal space for occupants. The masterplan also notes the need for low embodied energy materials and a coherent ecological response to the site, along with a specific mention of the potential exploitation of geothermal energy.

The masterplan finishes with a requirement to introduce more greenery into all proposals and a series of high-level proposals for infrastructure layout, taking in surface water collection, foul water discharge and refuse collection. A fire services strategy and transport strategy, to include spaces for cycle parking are also included. The fire strategy makes use of the unnamed lane off Irish Street which is the one we have identified was being crucial to the most efficient use of the wider spaces.



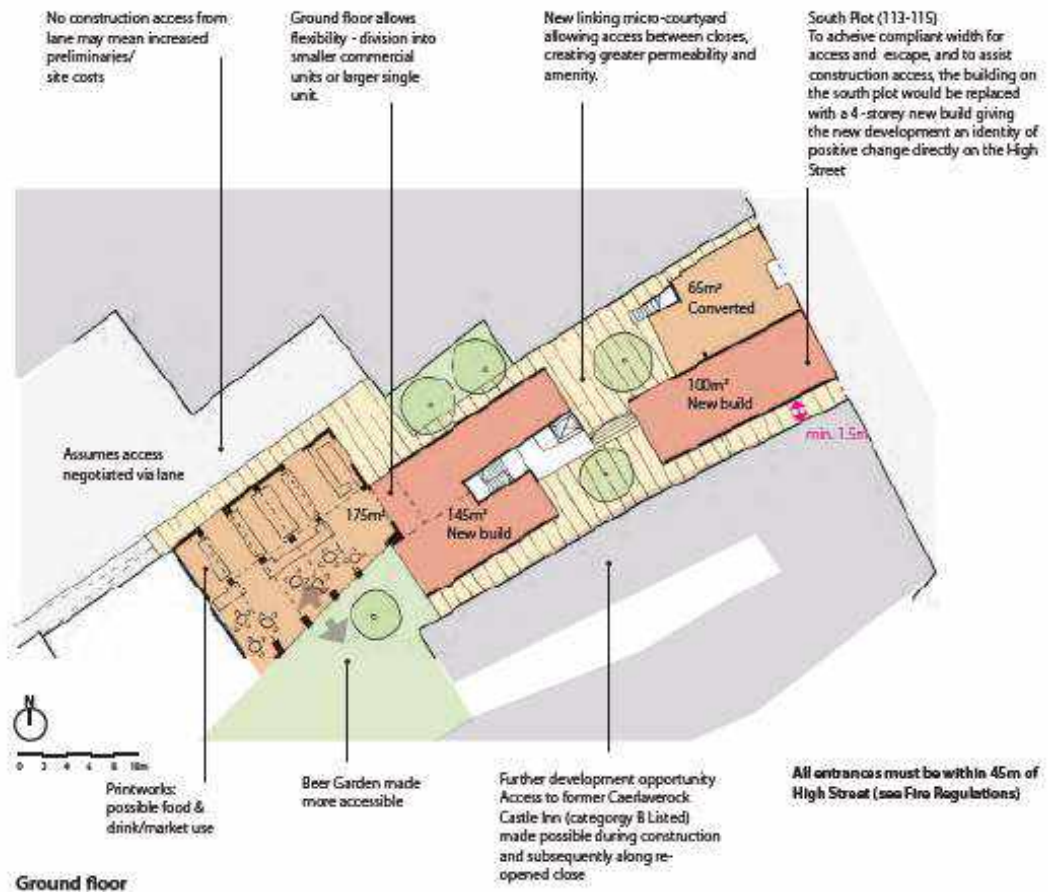
Following the masterplan document, a further study was undertaken by Athena Solutions, Urban Animations and Oliver Chapman Architects, with McGowan Miller undertaking surveying work. This study looked at No.s 113/15 and 117/19 only .

This study looked in more detail at the issue of access into the site via the two pends from the High Street and the lane off Irish Street. It was acknowledged that there is no clear access to the site from the lane and with the pends too narrow to allow for suitable access, the decision was taken to demolish No. 113/15, including the frontage onto the High Street. This would provide the opportunity to form a suitable pend with adequate width for access to the West of the site, whilst providing for construction access from the High Street. The decision was supported by the discovery of widespread rot and extremely poor condition of the building in general.



The drawing above contrasts the existing building form with the proposed layout in which the entirety of No. 113/15 is demolished, while only the main building fronting the High Street and the Dinwiddie Print Studio remain of No. 115/17. It is noted that this arrangement also allows straightforward access to No. 111 and No. 121.

The drawing below indicates this principle in more detail.



The darker red areas indicate new-build while the main building of 117/19 and the Print Studio are refurbished. The proposals respect the longitudinal pattern of development and introduce 2 new courtyards between the main High Street blocks and the new-build blocks behind. These courtyards give breathing space to the adjacent buildings and some modulation to the pends allowing them to expand and avoid them being overly claustrophobic. In this way it is easy to imagine them knitting the High Street and Irish Street together more effectively as attractive spaces leading to a range of useful spaces.

The new build proposal would pick up on the colours, materiality and proportions of the two adjacent buildings and is shown in the illustration right.



Our Proposals

In initial discussions with the client, it was understood that we were to ensure that our proposals fitted into the masterplan in general but that if we felt specific alterations were necessary, we should clarify these.

Our study is on No's 111 and 121, but should take account of the previous studies whilst acknowledging that the study offered potentially greater scope.

In practice, we have kept closely to the previous proposals, and the main design decisions can be summarised thus:

- Retention of both main buildings fronting onto the High Street
- Demolition of the rear extension of No. 121
- Retention of almost all of No. 111 in recognition of its higher Category B listing
- Creation of a new-build building behind No. 121 to match those proposed behind No.s 113/15 and 117/19.
- Creation of a courtyard between the new and retained blocks of No. 121, in concert with the courtyard proposals suggested elsewhere.

However, we have made 3 notable changes to the masterplan and OCA proposals and describe them below.

1. Extend the rear lane into the development.

We have not carried out any new investigations into the lane and acknowledge the constraints noted particularly in OCA's study pertaining to the rear lane. It is not clear if it will be possible to use and extend this lane, but we have taken the view that the potential costs and difficulties in doing so are far outweighed by the likely costs and difficulties of not doing so.



The image above is one of the draft layouts provided early for discussion and for the purposes of the community engagement event. It shows in broad terms the introduction of the rear lane into the West side of the development, allowing for adequate emergency and services access to all buildings and entrances on this end of the development.

The exact nature of the relationship between the former Dinwiddie Print Studios, the adjacent pub garden and the new lane we have shown would need to be established, as would a number of technical and legal issues pertaining to adoption, street lighting, turning ratios and so on.

The masterplan indicates the inclusion of a turning head as shown, showing also the suggestion of a link into the site.

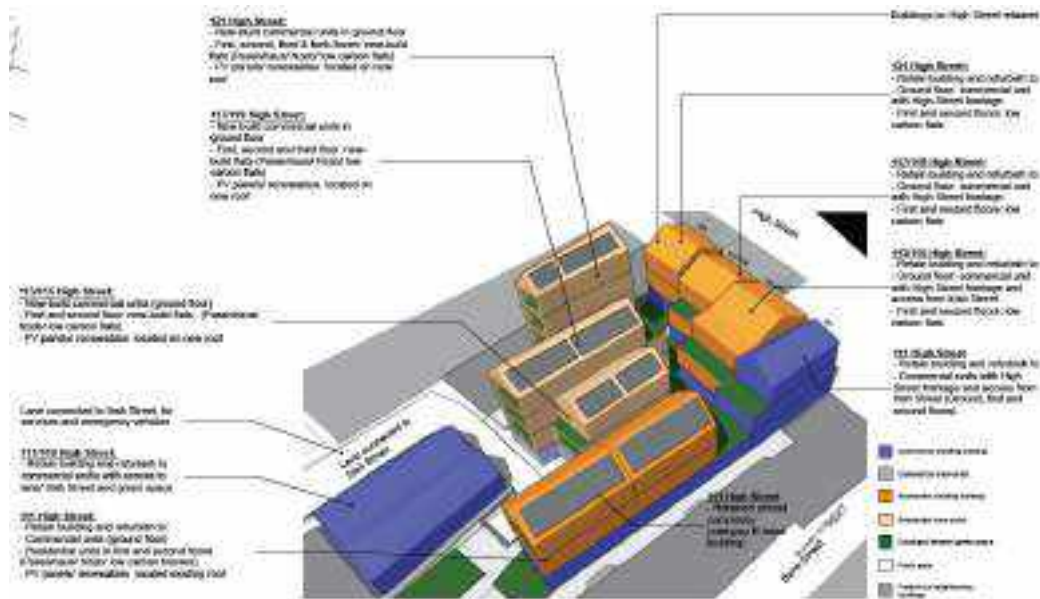
This link is also important in forming a broader and brighter mix of open routes through the site as proposed in the masterplan.



2. Retain No. 113/15

The introduction of the rear lane into the site makes site access generally, and particularly the thorny issue of construction access much simpler. It also removes one of the primary drivers in demolishing No. 113/15.

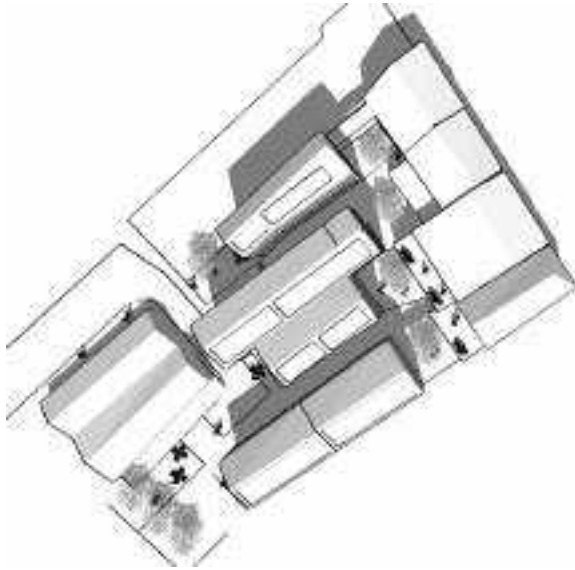
We remain unconvinced that demolishing No. 113/15 and building anew off the High Street would be desirable when considering the level of disruption this would entail, the importance of that street, the proximity to Midsteeple and the conservation area status generally.



The image above shows another of the draft block sketches prepared for the community engagement exercise and indicates the retention of the main block of No. 113/15

3. Cut a 'slice' out of No. 111

We made a 3D model of the development and submitted it to a sunpath analysis to understand better the level of shading in the new courtyard spaces. As feared, it was clear that these would be heavily shaded throughout most of the year. Bearing in mind the importance of these spaces in creating attractive and enticing public realm, we took the view that we should remove a section of No.111 in order to increase - as far as possible - the amount of daylight and sunlight reaching the new courtyard spaces.

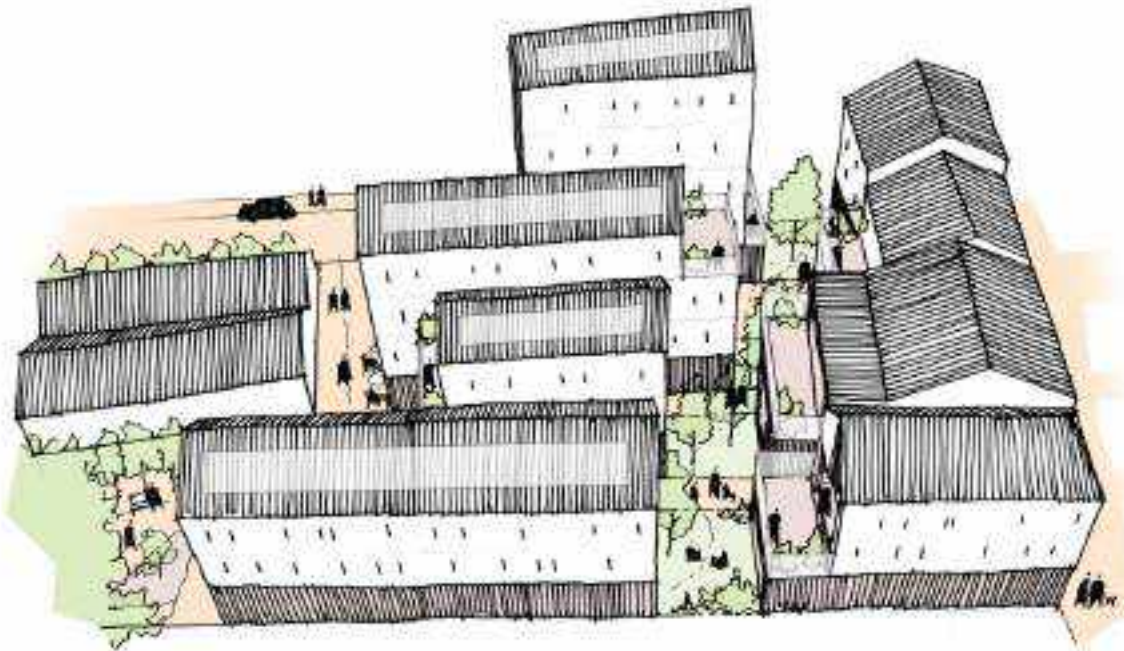
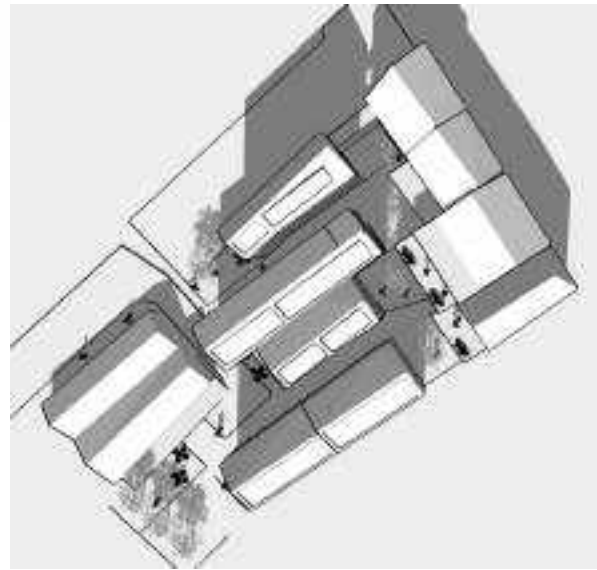


The tactic is not perfect because the spaces remain somewhat shaded by the buildings on the North side of Bank Street, but it is certainly an improvement and gives us confidence that the spaces could benefit from direct sunlight during the middle of the day, support greenery and not be overly affected by the bacterial and algal growth which afflict North-facing spaces in Scotland.

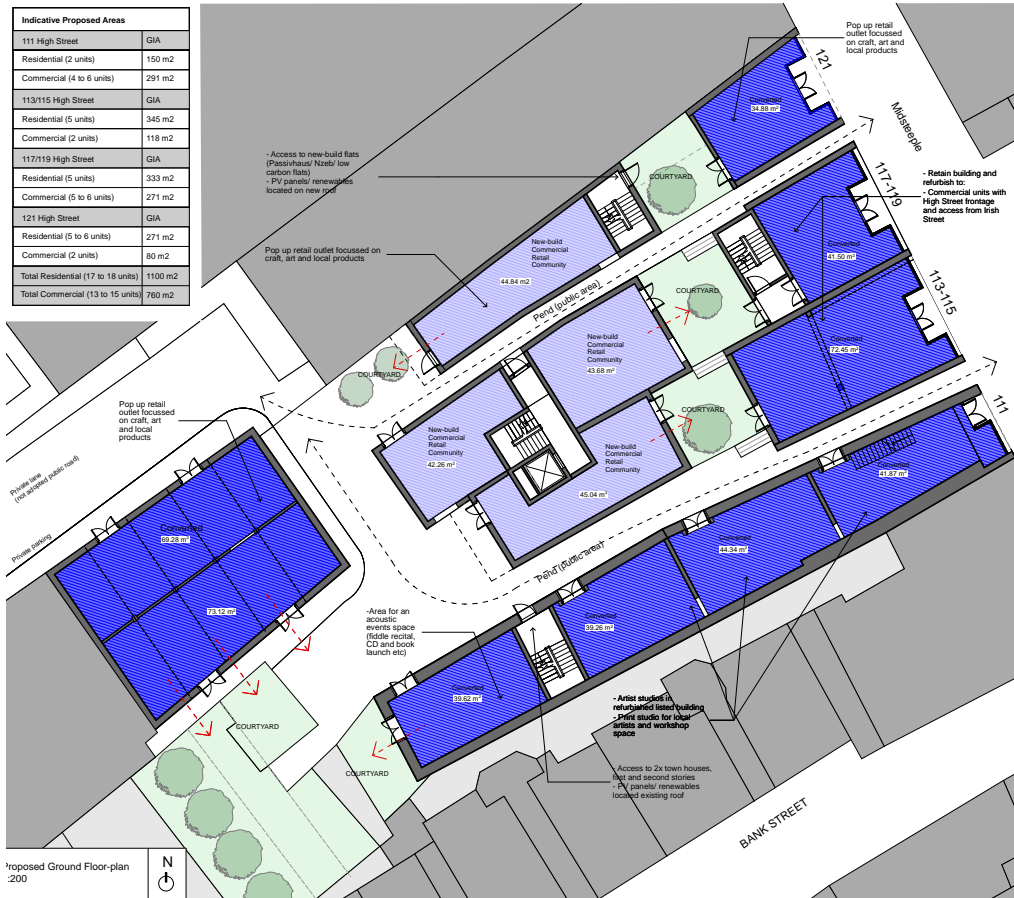
The image left indicates the direct sunlight falling into the courtyards at midday on in June, ie the 'best case' scenario.

The image right shows sunlight at midday in March / September. Direct light is minimal showing that even with the cut into No. 111, the courtyards will get direct sunlight for only approximately 6 months of the year.

The image below shows a sketch view of the proposals from the South, ignoring the buildings on Bank Street. Fenestration would in practice be more open to the South light and would include rooflights and more balconies, but it is useful to understand how the courtyard spaces might work in practice.



The following drawings comprise the four basic plan drawings and associated information which have provided the basic information for the costing exercise. All are reproduced at full size in appendix A.



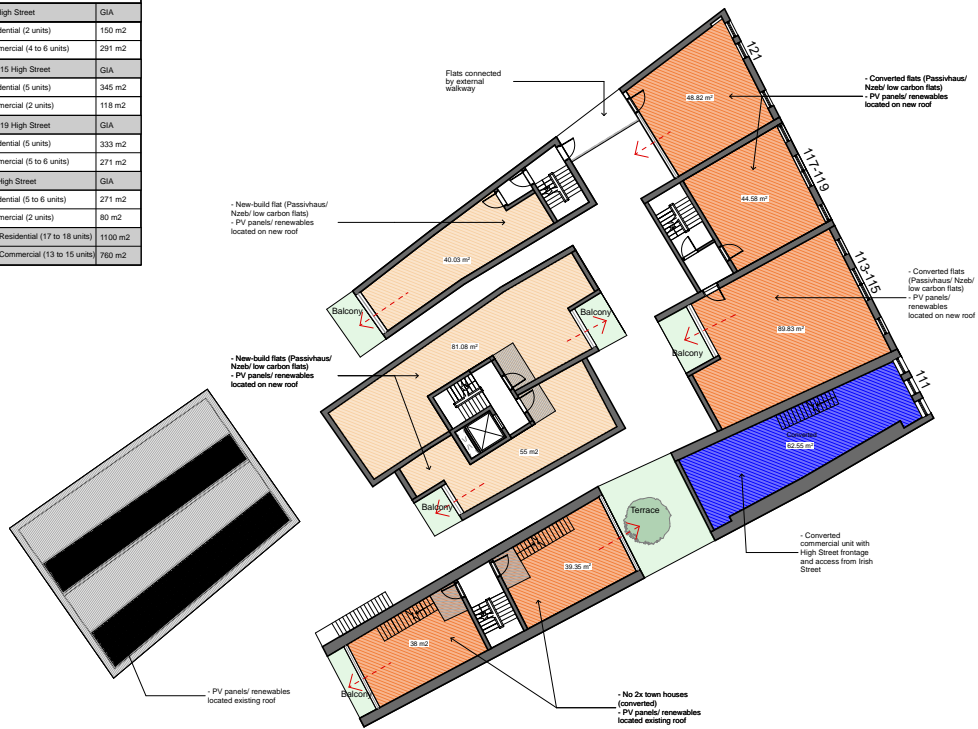
The drawing above shows the ground floor proposals. Darker blue areas indicate refurbished spaces while light blue are new-build. All spaces are to be a mix of community / retail / public and workspace as advised by the community engagement exercise and the guidance of Community Enterprise having been through their various consultation processes.

The two pends are retained and link to both courtyard spaces and the connection to the lane which links through to Irish Street. We are aware of level changes across the site, rising from South to North so have indicated steps in the courtyard spaces.

The overall public / commercial spaces on the ground floor and residential areas on upper floors are reproduced on the right and include all four properties.

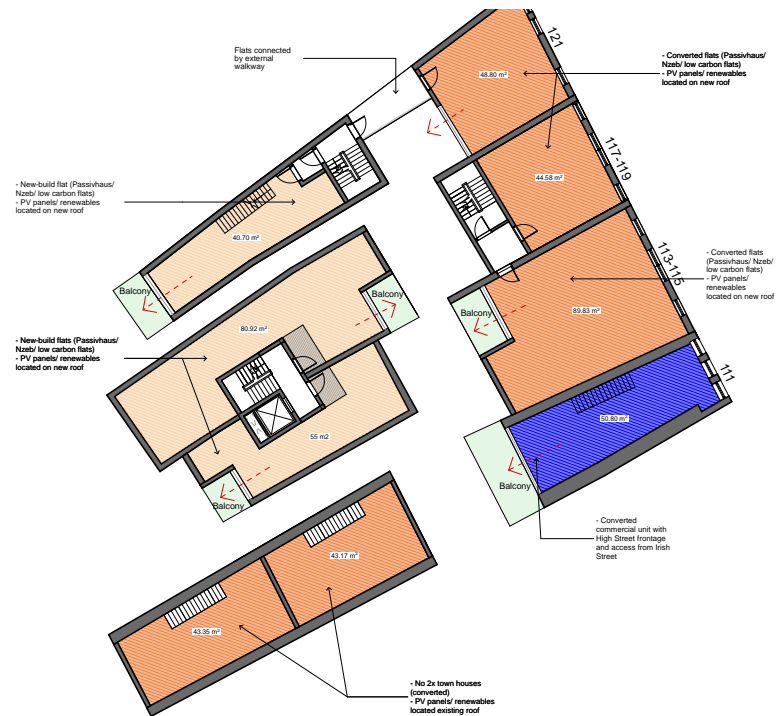
Indicative Proposed Areas	
111 High Street	GIA
Residential (2 units)	150 m2
Commercial (4 to 6 units)	291 m2
113/115 High Street	GIA
Residential (5 units)	345 m2
Commercial (2 units)	118 m2
117/119 High Street	GIA
Residential (5 units)	333 m2
Commercial (5 to 6 units)	271 m2
121 High Street	GIA
Residential (5 to 6 units)	271 m2
Commercial (2 units)	80 m2
Total Residential (17 to 18 units)	1100 m2
Total Commercial (13 to 15 units)	760 m2

Indicative Proposed Areas	
111 High Street	GIA
Residential (2 units)	150 m2
Commercial (4 to 6 units)	291 m2
113/115 High Street	GIA
Residential (5 units)	345 m2
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Total Residential (17 to 18 units)	1100 m2
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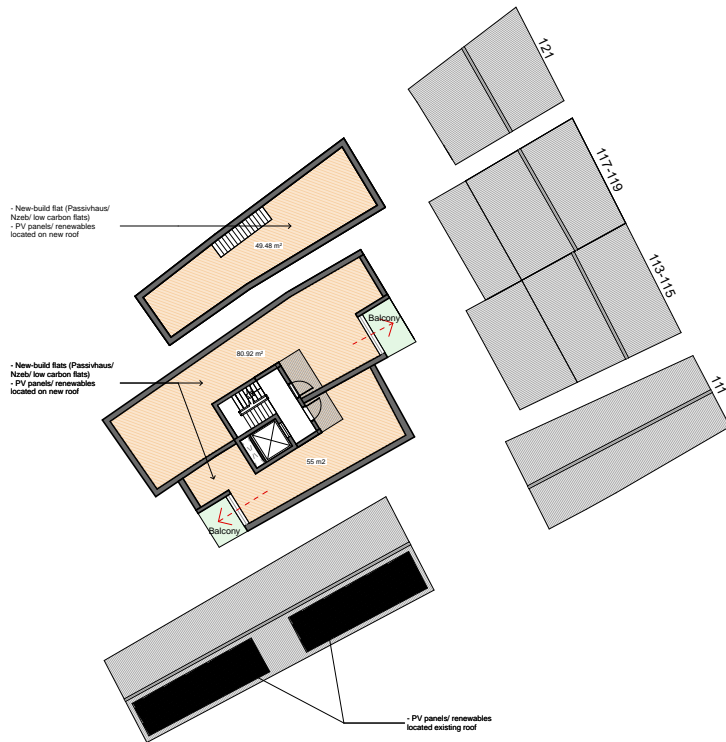
The above plan shows the first floor. We have retained public / commercial / community space in the main block at No. 111 because of the potential to exploit the upper floors, but have otherwise indicated residential on all upper floors. There is a private terrace between the commercial and residential sections of No. 111 available to the adjacent dwelling which is not shown on other drawings.

Commercial (4 to 6 units)	291 m2
113/115 High Street	GIA
Residential (5 units)	345 m2
Commercial (2 units)	118 m2
117/119 High Street	GIA
Residential (5 units)	333 m2
Commercial (5 to 6 units)	271 m2
121 High Street	GIA
Residential (5 to 6 units)	271 m2
Commercial (2 units)	80 m2
Total Residential (17 to 18 units)	1100 m2
Total Commercial (13 to 15 units)	760 m2



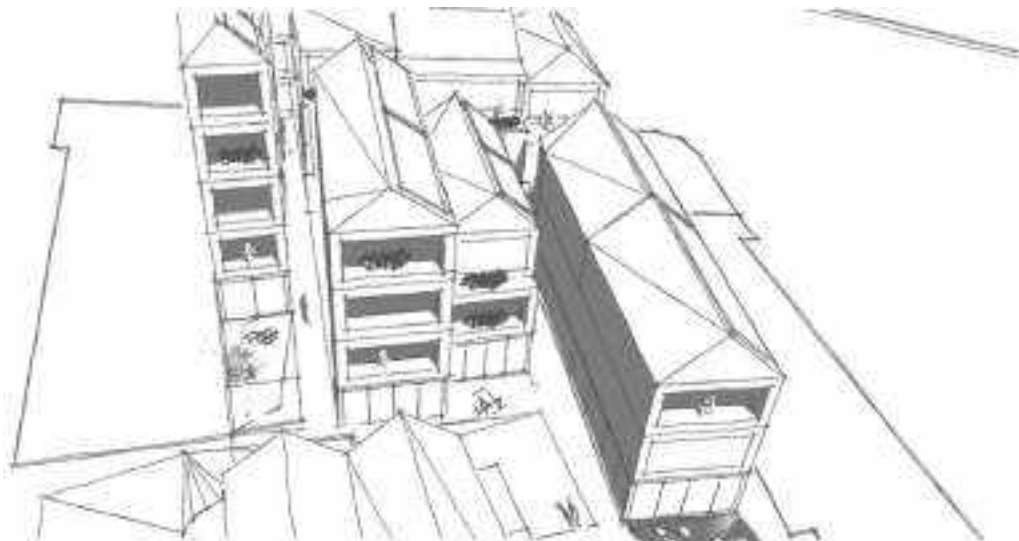
The drawing above shows the second floor plan.

Indicative Proposed Areas	
111 High Street	GIA
Residential (2 units)	150 m ²
Commercial (4 to 6 units)	291 m ²
113/115 High Street	GIA
Residential (5 units)	345 m ²
Commercial (2 units)	118 m ²
117/119 High Street	GIA
Residential (5 units)	333 m ²
Commercial (5 to 6 units)	271 m ²
121 High Street	GIA
Residential (5 to 6 units)	271 m ²
Commercial (2 units)	80 m ²
Total Residential (17 to 18 units)	1100 m ²
Total Commercial (13 to 15 units)	760 m ²



The drawing above shows the third floor and although not drawn, a further plan would show the fourth floor of the new-build block at No. 121.

The image below is taken from a sketch model of the development which was used to generate basic sizes and the sunpath diagrams as well as the sketch overleaf.



The sketch below shows an indicative view from above and the West looking along the pends towards the retained buildings along the High Street and shown potential arrangements of the new build elements. No.111 has been shown matching the new-build blocks but in reality would need to be completed more in keeping with its existing materiality.



4. Indicative Costs

Reid Associates were provided with the four plan drawings noted above and in the following appendix and a range of contextual information.

It was agreed that Reids would prepare five distinct cost 'types' based on either refurbishment or new-build, and either public / commercial / communal usage, or residential. The fifth cost was for external works to include the courtyards and upgraded ponds.

Note that the costs are only for properties 111 and 121, although the drawings also show the intermediate properties of 113/15 and 117/19, which includes the print works to the rear of the site. The external works costs include for all areas except the two courtyards between old and new buildings at 113/15 and 117/19.

The total construction cost of all refurbished and new-build buildings is £2,525,040. Once contractors preliminaries and overheads / profit are added, this rises to £3,194,174.

To understand likely overall project costs, professional fees (at 10% per the previous study), statutory consents and contingencies have been added to arrive at an indicative project cost of £3,903,599.

The full summary and breakdown of costs is given in Appendix B.

The relatively high costs take into account a number of issues which inevitably raise the costs for a project at this stage:

- The difficult access to all properties, even with the lane access suggested JGA's proposals
- The evident poor condition of both buildings, with extensive costs envisaged for all refurbished areas, including extensive stone repair on the High Street facades
- With relatively little information upon which to base the costs, it is prudent to err on the side of caution, for example in relation to lack of information on structural integrity, asbestos and services provision
- The stated desire that the buildings be of high quality, with individual balconies or similar external spaces, good quality landscaping and good levels of energy efficiency
- The stated desire for all residential areas to be 'intergenerational' ie flexible in access. The QS has allowed, for example for an additional list in the new-build areas of 121 which is not shown in the drawings.
- The need for all commercial / public areas to be flexible to allow for a variety of uses. This was discussed with JGA and led to higher-than-normal assumptions about structural intervention, and the need to allow for a high services provision to all spaces

The Costs have a base date of August 2020 and include an indicative VAT calculation which suggest an overall VAT cost of £315,103.

5. Appendix A: Drawings

The following pages contain the 4 main plan drawings prepared for the purposes of costing.
Please note these are in A3 format.

Indicative Proposed Areas	
111 High Street	GIA
Residential (2 units)	150 m2
Commercial (4 to 6 units)	291 m2
113/115 High Street	GIA
Residential (5 units)	345 m2
Commercial (2 units)	118 m2
117/119 High Street	GIA
Residential (5 units)	333 m2
Commercial (5 to 6 units)	271 m2
121 High Street	GIA
Residential (5 to 6 units)	271 m2
Commercial (2 units)	80 m2
Total Residential (17 to 18 units)	1100 m2
Total Commercial (13 to 15 units)	760 m2



- Notes / Key:
- Commercial (existing building)
 - Commercial (new-build)
 - Residential (existing building)
 - Residential (new-build)
 - Demolish
 - Public area
 - Courtyard/ green space
 - Footprint of neighbouring buildings

Do not scale from this drawing.
All existing dimensions to be checked on site prior to commencement of works or manufacturing of components.
Any discrepancies to be brought to the attention of the architect - if in doubt, ask.

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201 White Studios, 62 Templeton Street, Glasgow, G40 1DA
Tel: 0141 551 8383
Web: www.johngilbert.co.uk

Client
Community Enterprise

Project
Midsteple Quarter Reg.

Title
Proposed Ground Floor-plan

Project Status **Feasibility**

Job No **04319** Scale at A3 **1:200**

Drawn by **Bla** Date of issue **25/08/2020**

Rev. Amendment Date

Drg No. Rev
[PP]01

Proposed Ground Floor-plan
1:200

N

Indicative Proposed Areas	
111 High Street	GIA
Residential (2 units)	150 m2
Commercial (4 to 6 units)	291 m2
113/115 High Street	GIA
Residential (5 units)	345 m2
Commercial (2 units)	118 m2
117/119 High Street	GIA
Residential (5 units)	333 m2
Commercial (5 to 6 units)	271 m2
121 High Street	GIA
Residential (5 to 6 units)	271 m2
Commercial (2 units)	80 m2
Total Residential (17 to 18 units)	1100 m2
Total Commercial (13 to 15 units)	760 m2



- Notes / Key:
- Commercial (existing building)
 - Commercial (new-build)
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Client
Community Enterprise

Project
Midsteple Quarter Reg.

Title
Proposed First Floor-plan

Project Status **Feasibility**

Job No **04319** Scale at A3 **1:200**

Drawn by **Bla** Date of issue **25/08/2020**

Rev.	Amendment	Date

Drg No. Rev
[PP]02

Proposed First Floor-plan
 1:200

Indicative Proposed Areas	
111 High Street	GIA
Residential (2 units)	150 m2
Commercial (4 to 6 units)	291 m2
113/115 High Street	GIA
Residential (5 units)	345 m2
Commercial (2 units)	118 m2
117/119 High Street	GIA
Residential (5 units)	333 m2
Commercial (5 to 6 units)	271 m2
121 High Street	GIA
Residential (5 to 6 units)	271 m2
Commercial (2 units)	80 m2
Total Residential (17 to 18 units)	1100 m2
Total Commercial (13 to 15 units)	760 m2



Notes / Key:

- Commercial (existing building)
- Commercial (new-build)
- Residential (existing building)
- Residential (new-build)
- Demolish
- Public area
- Courtyard/ green space
- Footprint of neighbouring buildings

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Client
Community Enterprise

Project
Midsteple Quarter Reg.

Title
Proposed Second Floor-plan

Project Status **Feasibility**

Job No **04319** Scale at A3 **1:200**

Drawn by **Bla** Date of issue **25/08/2020**

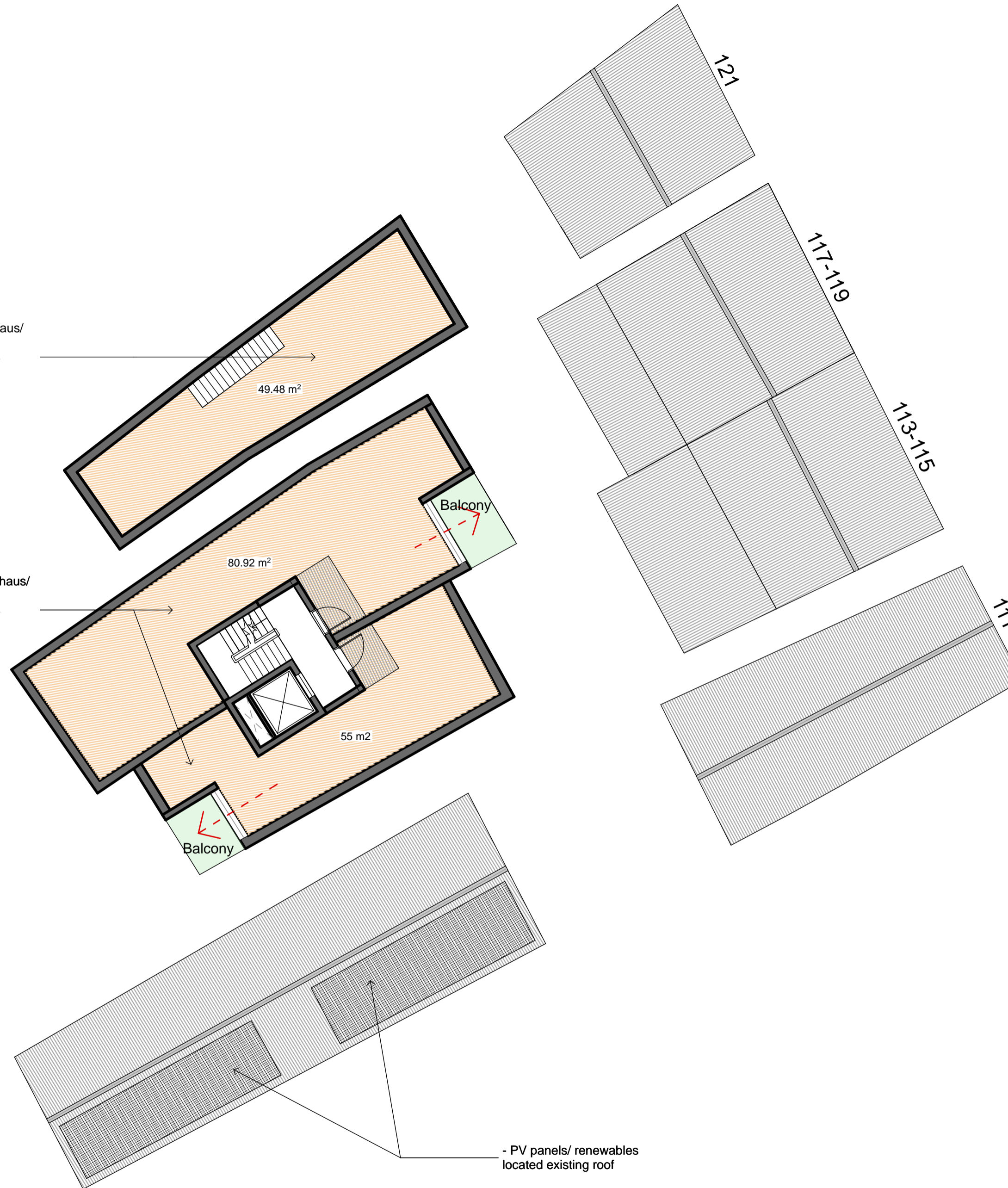
Rev.	Amendment	Date

Drg No. Rev
[PP]03

Indicative Proposed Areas	
111 High Street	GIA
Residential (2 units)	150 m2
Commercial (4 to 6 units)	291 m2
113/115 High Street	GIA
Residential (5 units)	345 m2
Commercial (2 units)	118 m2
117/119 High Street	GIA
Residential (5 units)	333 m2
Commercial (5 to 6 units)	271 m2
121 High Street	GIA
Residential (5 to 6 units)	271 m2
Commercial (2 units)	80 m2
Total Residential (17 to 18 units)	1100 m2
Total Commercial (13 to 15 units)	760 m2


- New-build flat (Passivhaus/
Nzeb/ low carbon flats)
- PV panels/ renewables
located on new roof

- New-build flats (Passivhaus/
Nzeb/ low carbon flats)
- PV panels/ renewables
located on new roof



- PV panels/ renewables
located existing roof

Notes / Key:

-  Commercial (existing building)
-  Commercial (new-build)
-  Residential (existing building)
-  Residential (new-build)
-  Demolish
-  Public area
-  Courtyard/ green space
-  Footprint of neighbouring buildings

Do not scale from this drawing.
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Tel: 0141 551 8383
Web: www.johngilbert.co.uk

Client
Community Enterprise

Project
Midsteple Quarter Reg.

Title
Proposed Third Floor-plan


Project Status **Feasibility**

Job No **04319** Scale at A3 **1:200**

Drawn by **Bla** Date of issue **25/08/2020**

Rev.	Amendment	Date

Drg No. Rev
[PP]04

Proposed Third Floor-plan 1:200	N 
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6. Appendix B: Cost Report

The following pages contain the full report from Reid Associates.

INDICATIVE COST PLAN

CLIENT: COMMUNITY ENTERPRISE

TITLE: MIDSHEEPLE QUARTER REGENERATION
RESTORATION AND CONVERSION OF
111/ 121 HIGH STREET, DUMFRIES

QUANTITY SURVEYOR: REID ASSOCIATES

ADDRESS: 13 SANDYFORD PLACE
GLASGOW
G3 7NB

TEL: 0141 248 6545

AUGUST 2020



COMMUNITY ENTERPRISE
MIDSHEEPLE QUARTER REGENERATION
RESTORATION AND CONVERSION OF
111/ 121 HIGH STREET, DUMFRIES
INDICATIVE COST PLAN

1.0 Introduction

- 1.1 Reid Associates have been appointed by John Gilbert Architects to provide Quantity Surveying Services on the above feasibility study.
- 1.2 The scope of works comprises:
 - 1.2.1 Demolitions and Alterations to the existing buildings at 111 and 121 High Street to form community use and residential accommodation.
 - 1.2.2 External Fabric Repairs to the existing buildings.
 - 1.2.3 New Build to the rear of 121 High Street to form community and residential accommodation.
 - 1.2.4 Public Realm and Landscaping Works.
- 1.3 This study excludes works to 113 - 115 and 117 - 119 High Street together with the proposed new build development to the rear.

2.0 Details of the proposed development

2.1 111 High Street

- 2.1.1 Demolitions and Alterations to existing building to form new layout.
- 2.1.2 External Fabric Repairs to building.
- 2.1.3 Form Artists Studios and acoustic events place on ground floor.
- 2.1.4 Form acoustics events space and 2 Nr townhouse properties to 1st and 2nd floors.

2.2 121 High Street

- 2.2.1 Demolitions and Alterations to existing building to form new layout.
- 2.2.2 External Fabric Repairs to building.
- 2.2.3 Form Retail Unit to Ground Floor
- 2.2.4 Form residential units to upper floors.

2.3 121 High Street (New Build to Rear)

- 2.3.1 Construct New Build Retail Unit to Ground Floor.
- 2.3.2 Construct Residential Units to Upper Floors.

2.4 Site Works

- 2.4.1 Form courtyard places to properties at 111 and 121 High Street.
- 2.4.2 Install all necessary Public Utilities and drainage installations.
- 2.4.3 Upgrade existing public areas surrounding the properties.

3.0 Information Based on the Following

- 3.1 John Gilbert Architects Drawings PP01, 02, 03 and 04.
- 3.2 No Engineering Information was available for this study.

4.0 Cost Information

- 4.1 The costs contained within this study are based on a base date of August 2020.
 - 4.1.1 Summary of Costs (Refer Appendix A).
 - 4.1.2 Cost Breakdown (Refer Appendix B).
- 4.2 The costs are based on works being carried out under one phase and are based on competitive tendering using the SBCC Contract with Quantities.
- 4.3 The costs exclude VAT however an indicative VAT calculation is included in Appendix C.

It is recommended that further advise is taken on the VAT calculation as the company status may provide an ability to reclaim or reduce the VAT amount.

13 Sandyford Place
Glasgow
G3 7NB

Reported



26th August 2020

Chartered Quantity Surveyors

APPENDIX A
SUMMARY OF INDICATIVE COSTS

	<u>111/121 High Street Ground Floor and External Fabric Repairs</u>	<u>Street Conversion of Upper Floors to Residential/ Community/ Public Space</u>	<u>New Commercial/ Community/ Public Space Ground Floor</u>	<u>New Build Residential Upper Floors</u>	<u>Environmental Works</u>	<u>Total</u>
1. Downtakings/ Strip Out	121,800	129,300	-	-	-	251,100
2. Fabric Repairs	351,650	18,000	-	-	-	369,650
3. Substructure	45,400	-	26,000	-	-	71,400
4. Superstructure	45,400	302,400	38,500	242,300	-	628,600
5. Internal Finishes	90,800	172,400	22,000	63,600	-	348,800
6. Fittings/ Furnishings and Equipment	29,510	34,480	11,000	31,800	-	106,790
7. Services	79,450	230,850	22,000	133,600	-	465,900
8. Site Works	<u>40,000</u>	<u>40,000</u>	<u>25,000</u>	<u>30,000</u>	<u>147,800</u>	<u>282,800</u>
	£ 804,010	£ 927,430	£ 144,500	£ 501,300	£ 147,800	£ 2,525,040
9. Contractors Preliminaries	120,600	139,115	21,675	75,195	22,170	378,755
10. Contractors Overheads and Profit	<u>92,460</u>	<u>106,654</u>	<u>16,618</u>	<u>57,650</u>	<u>16,997</u>	<u>290,379</u>
WORKS COST	£ 1,017,070	£ 1,173,199	£ 182,793	£ 634,145	£ 186,967	£ 3,194,174
11. Professional Fees	101,706	117,320	18,279	63,415	18,697	319,417
12. Statutory Consents Etc	11,188	12,905	2,011	6,976	2,057	35,137
13. Contingencies/ Risk	112,995	130,342	20,308	70,454	20,772	354,871
14. Inflation	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>£ 1,242,959</u>	<u>£ 1,433,766</u>	<u>£ 223,391</u>	<u>£ 774,990</u>	<u>£ 228,493</u>	<u>£ 3,903,599</u>
15. Approx GIFA	<u>227m²</u>	<u>431m²</u>	<u>55m²</u>	<u>159m²</u>	<u>-</u>	<u>872m²</u>
16. Cost per m ²	<u>£ 5,476</u>	<u>£ 3,327</u>	<u>£ 4,062</u>	<u>£ 4,874</u>	<u>£ -</u>	<u>£ 4,477</u>

REF	DESCRIPTION	UNIT	QTY	RATE	TOTAL
	111/ 121 HIGH STREET				
1.0	<u>Existing Building - Conversion of Ground Floor and External Fabric Repairs</u>				
1.1	<u>Downtakings/ Strip Out</u>				
	Demolish existing extension at 121 High Street		Sum		30,000
	Allowance to strip out buildings/ take down walls/ slappings etc	m²	227	400	90,800
					£ 120,800
1.2	<u>Fabric Repairs to existing buildings</u>				
	Roof reslate including leadwork, gutters, downpipes etc	m²	444	250	111,000
	External Walls stone repairs etc				
	front	m²	121	250	30,250
	rear	m²	802	200	160,400
	Allowance to cover structural work, rot works		Sum		50,000
					£ 351,650
1.3	<u>Substructure</u>				
	Insulate ground floor	m²	227	200	£ 45,400
1.4	<u>Superstructure</u>				
	Allowance to cover partitions and internal doors	m²	227	200	£ 45,400
1.5	<u>Internal Finishes</u>				
	Allowance to cover floor, wall and ceiling finishes including decoration	m²	227	400	£ 90,800
1.6	<u>Fittings, Furnishings and Equipment</u>				
	Allowance to cover kitchen equipment and fixtures	m²	227	130	£ 29,510
1.7	<u>Services</u>				
	Allowance to cover toilet facilities, plumbing, heating and electrical services	m²	227	350	£ 79,450
1.8	<u>Site Works</u>				
	Allowance to cover Public Utilities, drainage and works to existing roads/ pavements		Sum		£ 40,000
REF	DESCRIPTION	UNIT	QTY	RATE	TOTAL
	111/ 121 HIGH STREET				
2.0	<u>Existing Building - Conversion of Upper Floors to Residential</u>				
2.1	<u>Downtakings/ Strip Out</u>				
	Allowance to strip out buildings/ take down walls/ slappings etc	m²	431	300	£ 129,300
2.2	<u>Fabric Repairs to Existing Buildings</u>				
	Allowance to repairs/ renewals to existing windows	Nr	12	1,500	£ 18,000

2.3	<u>Superstructure</u>				
	Allowance to cover partitions, upper floors, windows and doors and internal stairs	m²	431	400	172,400
	Allowance to cover balconies	Nr	2	15,000	30,000
	Allowance to common close stairs	Nr	2	30,000	60,000
	Allowance to cover courtyard	Nr	1	40,000	40,000
					£ 302,400
2.4	<u>Internal Finishes</u>				
	Allowance to cover floor, wall and ceiling finishes including decoration	m²	431	400	£ 172,400
2.5	<u>Fittings, Furnishings and Equipment</u>				
	Allowance to cover kitchens, equipment and fixtures	m²	431	80	£ 34,480
2.6	<u>Services</u>				
	Allowance to cover bathroom plumbing, heating and electrical services	m²	431	350	150,850
	Lift	Nr	1	40,000	40,000
	Mechanical services to common close, smoke extract, dry riser, fire doors etc	Nr	2	20,000	40,000
					£ 230,850
2.7	<u>Site Works</u>				
	Allowance to cover Public Utilities and drainage		Sum		£ 40,000
REF	DESCRIPTION	UNIT	QTY	RATE	TOTAL
	111/ 121 HIGH STREET				
3.0	<u>New Commercial/ Community/ Public Space Ground Floor</u>				
3.1	<u>Downtakings/ Strip Out</u>				
	None				
3.2	<u>Fabric Repairs to Existing Building</u>				
	None				
3.3	<u>Substructure</u>				
	Excavations, Foundations and Ground Floor Slab etc	m²	52	500	£ 26,000
3.4	<u>Superstructure</u>				
	Allowance to cover external walls, roof, windows and doors	m²	55	700	£ 38,500
3.5	<u>Internal Finishes</u>				
	Allowance to cover floor, wall and ceiling finishes including decoration	m²	55	400	£ 22,000
3.6	<u>Fittings, Furnishings and Equipment</u>				

	Allowance to cover kitchen equipment and fixtures	m ²	55	200	£ 11,000
3.7	<u>Services</u>				
	Allowance to cover toilet facilities, plumbing, heating and electrical services	m ²	55	400	£ 22,000
3.8	<u>Site Works</u>				
	Allowance to cover Public Utilities and drainage		Sum		£ 25,000
REF	DESCRIPTION	UNIT	QTY	RATE	TOTAL
	111/ 121 HIGH STREET				
4.0	<u>Residential</u>				
4.1	<u>Downtakings/Strip Out</u>				
	None				
4.2	<u>Fabric Repairs to Existing Building</u>				
	None				
4.3	<u>Substructure</u>				
	None				
4.4	<u>Superstructure</u>				
	Allowance to cover external walls, upper floor windows and doors	m ²	159	700	111,300
	Allowance to cover balconies	Nr	3	12,000	36,000
	Allowance to cover common close stairs	Nr	1	50,000	50,000
	Allowance for bridge link	Nr	3	15,000	45,000
					£ 242,300
4.5	<u>Internal Finishes</u>				
	Allowance to cover floor, wall and ceiling finishes including decoration	m ²	159	400	£ 63,600
4.6	<u>Fittings, Furnishings and Equipment</u>				
	Allowance to cover kitchen equipment and fixtures	m ²	159	200	£ 31,800
4.7	<u>Services</u>				
	Allowance to cover bathroom facilities plumbing, heating and electrical services	m ²	159	400	63,600

	Lift	Nr	1	40,000	40,000
	Mechanical services to common close, smoke extract, dry riser, fire doors etc	Nr	1	30,000	30,000
					£ 133,600
4.8	<u>Site Works</u>				
	Allowance to cover Public Utilities and drainage		Sum		£ 30,000
REF	DESCRIPTION	UNIT	QTY	RATE	TOTAL
	111/ 121 HIGH STREET				
	<u>Site Works</u>				
	Create courtyards	m²	74	500	37,000
	Upgrade public path/ pend	m²	136	350	47,600
	Upgrade access road	m²	166	200	33,200
	Allowance for street/ feature lighting		Sum		30,000
					£ 147,800

APPENDIX C

INDICATIVE VAT CALCULATION

	<u>Zero</u>	<u>Standard Rate</u>	<u>Total</u>
1.0 111/ 121 High Street Ground Floor			1,242,949
1.1 Shared Works (£793,771)	426,689	367,082	
1.2 Ground Floor (£449,178)		449,178	
2.0 111/ 121 High Street Upper Floors			1,433,716
2.1 Shared Works (£1,433,716)	951,422	482,294	
3.0 New Commercial/ Community Space Ground Floor			223,391
3.1 Shared Works (£78,843)	58,580	20,263	
3.2 Ground Floor (£144,548)		144,548	
4.0 New Build Residential	774,989	-	774,989
5.0 Environmental Works	<u>116,342</u>	<u>112,151</u>	<u>228,493</u>
	<u>£ 2,328,022</u>	<u>£ 1,575,516</u>	<u>£ 3,903,538</u>
6.0 VAT Calculation	<u>£ -</u>	<u>£ 315,103</u>	<u>£ 315,103</u>

7. Appendix C: Condition Survey Reports

The following pages contain the full report from McGowan Miller.

CONDITION REPORT

111 High Street Dumfries DG1 2QT

Client – Dumfries High Street Ltd



McGowan Miller Construction Consultants
36 George Street, Dumfries, DG1 1EH

Tel: 01387 254283

Email: info@mcgowanmiller.co.uk

Contents

1. Introduction to the report
2. About the inspection
3. Summary of the condition ratings
4. About the property
5. Outside the property
6. Inside the property
7. Services
8. Grounds
9. Issues for your legal advisers
10. Surveyor's declaration

Appendices

- A. Exterior photographs
- B. Interior photographs with services and external areas
- C. Location plan prepared by John Gilbert Architects
- D. Floor plans prepared by John Gilbert Architects

111 High Street, Dumfries– Condition Report

1 Introduction to the Report

This Condition Report is produced by an RICS surveyor who provides an objective opinion about the condition of the property at the time of inspection.

The Condition Report aims to tell you about:

- The construction and condition of the property on the date it was inspected;
- Any defects that need urgent attention or are serious;
- Things that need further investigation to prevent serious damage to the fabric of the building; and
- Defects or issues which may be hazardous to safety and where further enquiries are needed.

A copy of the agreed Terms of Engagement is at Appendix D.

2 Inspection

Surveyor's name: - *Robert Richmond*

Surveyor's RICS number: - *0057398*

Company name:- *McGowan Miller Construction Consultants*

Dates of the inspection:- *31st March, 2020 and 5th August, 2020; first inspection was for valuation purposes.*

Related party disclosure:- *No Related party*

Full address and postcode of the property:- *111 High Street Dumfries DG1 2QT*

Weather conditions when the inspections took place:- *Dry on both days*

The status of the property when the inspection took place:-*The property was unoccupied and unfurnished during the inspection. Electrical, heating and water services were turned off.*

Important note:

We carry out only a visual inspection. This means that we do not take up carpets, floor coverings or floorboards, move furniture or remove the contents of cupboards.

Also, we do not remove secured panels or undo electrical fittings. We inspect roofs, chimneys and other surfaces on the outside of the building from ground level and, if necessary, from neighbouring public property and with the help of binoculars.

We inspect the roof structure from inside the roof space if there is safe access (although we do not move or lift insulation material, stored goods or other contents).

We examine floor surfaces and under-floor spaces so far as there is safe access to these (although we do not move or lift furniture, floor coverings or other contents).

111 High Street, Dumfries– Condition Report

We are not able to assess the condition of the inside of any chimney, boiler or other flues.

We note in our report if we are not able to check any parts of the property that the inspection would normally cover. If we are concerned about these parts, the report will tell you about any further investigations that are needed.

We also inspect parts of the electricity, gas/oil, water heating and drainage services that can be seen, but we do not test them.

3 Summary of Condition

Overview

The property is in poor condition. The property has been unoccupied for some years and maintenance has been neglected. The neighbouring buildings (nos 109 and 113) are also largely empty and in very poor repair. There is dampness caused mainly by rainwater penetration and defects at the abutments with the neighbouring buildings.

The maintenance of the property is difficult owing to the lack of access to maintain the roof and rainwater gutters.

Any repair work will need to be considered in conjunction with the treatment of rot, temporary structural supports and the proposed future use of the property.

The following table summarises the condition ratings of the different elements of the property.

Condition Rating are Categorised as follows:

- 3 - Defects that are serious and/or need to be repaired, replaced or investigated urgently.
- 2 - Defects that need repairing or replacing but are not considered to be either serious or urgent. The property must be maintained in the normal way.
- 1 - No repair is currently needed. The property must be maintained in the normal way.

Ref	Element	Condition Rating
5	Outside the property	
	Chimneys	3
	Roof	3
	Rainwater Installations	3
	External Walls	3
	External Doors & Windows and Joinery	3
	External decoration	3
6	Inside the property	
	Dampness and timber disease	3
	Attic Voids	NA
	Floors	3
	Ceilings	2
	Walls & Partitions	2
	Fireplaces, chimneys etc.	2

111 High Street, Dumfries– Condition Report

	Built in Fitments	2
	Joinery	2
	Internal decoration	3
	Sanitary ware	3
7	Services	
	Electricity	3
	Gas/heating fuel	NA
	Water	3
	Heating	3
	Hot Water	3
	Drainage	3
8	Grounds	
	Site access	3
	Rear yard and closes	2
	Boundary walls	Not inspected
	Trees	Not inspected
	Outbuildings	NA

111 High Street, Dumfries– Condition Report

4 About the Property

4.01 Type of Property

A vacant retail unit known as number 111 High Street. The property is a vacant shop with stair access to empty spaces on first and second floors. The building is long and narrow.

The property has a rateable value in the current rating roll of £21,600.

The building is within the Dumfries town centre conservation area and has been given a grade B in the list of buildings of historic or architectural interest by Historic Environment Scotland. The following is extracted from the building description in the listing

“Mid/late 19th century. Free Italianate. 3 storeys, 3 narrow bays divided by pilasters at upper floors; modern shop at ground. Red ashlar, with sculptured details. Arcaded 1st floor, sculptured heads in tympana over windows, 2nd floor windows with decorative cill course; casement windows; decorative eaves; cornice; low parapet; piended roof with concrete tiles.”

4.02 Year Built

Late 19th Century. Concrete tiled roof is unlikely to be original but is mentioned in the listing which is dated 1981.

4.03 Accommodation

Ground floor – retail area; customer changing cubicles and storage including a steel framed mezzanine

First floor – stores, staff toilets, staff tea room, offices

Second floor – stair head and corridor partitioning to open plan area; former roof lights boarded over, vaulted to underside of roof

Approximate net floor areas from the John Gilbert drawing no B-111 existing floor plans

Ground floor – 162m²

First floor - 158m²

Second floor 174m² full area, this floor has not been in recent use

4.04 Mains Services

Mains electricity, water and drainage

There was no heating installation. It is presumed that heating was by freestanding electric heaters. There are over door electric fan heaters at the main entrance door.

4.05 Grounds and Outbuildings

The frontage is directly onto the pedestrianised High Street. The “Plain Stanes” performance area is opposite the frontage. The frontage is 4.5m wide.

There is a close to the north side of the property which is gated and locked. There is a small rear garden area to the rear (west) with doors from the rear store to the rear and to the close to the North. These doors were locked during the inspection and the external areas were only partially visible from overlooking windows on first floor. We have photos of the rear from an inspection of 113 in December 2018

111 High Street, Dumfries– Condition Report

5	Outside the property	Condition	recommendation	photo
5.1	Chimneys	Very limited inspection from the ground	Condition rating 3	
	Chimneys on both gables on the high street frontage			1
	Left hand gable – cement rendered sandstone stack forming the higher gable of 109 High; Some flues may be shared with 109; sandstone coping; all chimney pots are missing; TV aerial on metal bracket	Render finish is cracked and loose with some missing areas; chimney pots are missing and flues have been capped with slate and cement haunching which is in poor condition; there is evidence of water ingress in the gable wall in no 111 and staining and weed growth suggest that defects in the roof and stone features of no 109 are affecting the gable and causing water ingress to 111.	The displaced capping of the left chimney requires urgent repair. Both chimney stacks require maintenance to leadwork, pointing, chimney heads, cappings, chimney pots and ventilation of flues There was no access to the upper floors of building 1 and the extent of ingress from chimney defects cannot be assessed. However, it would be prudent to make provision for rebuilding the chimney heads to ensure their stability and install lead safes to prevent water ingress.	2
	Right hand gable Painted Brick chimney forming gable of 113; stone capping; 2 fireclay pots uncapped; 2 other flues cemented over	Paint is stained and ageworn; moss growth from mortar joints; brickwork likely to be saturated; cracking between chimney thickening and gable wall possible movement of chimney separating from the gable wall; Weed growth visible from capping; drone photo shows mortar haunching is cracked and uneven; there is no ventilation of the blocked off flues and no vented caps to the two remaining fireclay pots Leadwork – there is no lead safe; internal dampness indicates likely ingress through the chimney head and lead work		3

111 High Street, Dumfries– Condition Report

5	Outside the property	Condition	recommendation	photo
5.2	Roof coverings		Condition rating 3	
	The original slate has been replaced with profiled single lap concrete tiles.	<p>The concrete tiles are mentioned in the 1981 listing, they are likely to be over 40 years old and reaching or beyond their expected service life. They are out of character for the conservation area and for a listed building</p> <p>The tiles are covered in moss but appear otherwise generally intact</p>	The tiles are old and will require replacement within 10 years; other aspects of the roof require immediate renewal and a replacement of the roof covering as part of a general refurbishment of lead work and rainwater goods is desirable	1, 4, 5, 6
	<p>Leadwork</p> <p>There are lead lined gutters to the front parapet and to the abutments with the gables of 109 and 113</p>	Maintenance of these gutters has been neglected and there has been ingress of water over a long period. The leadwork is likely to be ageworn and defective but it is possible that blockages and ingress from the defective gables of 109 and 113 are the main sources of water ingress	The roof drainage and leadwork should be investigated and initial maintenance carried out as the first priority together with a detailed assessment of the work needed both to provide lower maintenance rainwater drainage and safe access to permit routine cleaning	1, 4, 5, 6
	<p>Roof void</p> <p>The second floor is open to the underside of the roof boarding and has formerly included large roof lights to provide a bright day lit space.</p>	<p>There has been long term damp ingress to the front portion of the second floor. Concealed timbers are likely to have been affected by rot along the length of the abutment with the chimney gables of 109 and 113. These walls have high damp readings extensively and there is mould and weed growth on walls and timbers.</p> <p>Front gable timbers are relatively new and the structural timbers have been spiced and lintels renewed with replacement of stone mullions with brick. This work looks still to be in good order although the brick column in place of the stone is off plumb and may not be stable</p>	<p>All damp affected parts of the structure should be checked by a specialist in the treatment of damp and timber disease and appropriate guaranteed treatment applied.</p> <p>The brickwork column to the mullion should be checked and replaced to repaired to ensure structural integrity</p>	7 - 11

111 High Street, Dumfries– Condition Report

5	Outside the property	Condition	recommendation	photo
5.3	Rainwater Installations		Condition rating 3	
	<p>Main roof areas</p> <p>No access to rear areas; drone photos show that gutters are likely to be cast iron half round</p>	<p>The gutters are not easily accessible and maintenance has been neglected. There is evidence of weed growth and the gutters are likely to be blocked and corroded with failed paint</p>	<p>The gutters should be inspected and cleaned out, then assessed to see what repairs or renewals are necessary. Thought should be given to providing means of safe access to allow frequent cleaning and maintenance</p>	4,5
	Parapet and gable gutters	These are described in the roof section		
5.4	External Walls		Condition rating 3	
	<p>Front façade</p> <p>Ashlar sandstone walls with decorative mouldings and features</p>	<p>There is steel bracing at the pend wall, cracks at the abutments to 109 and 113 and some cracked stones. All projecting stone is heavily soiled with moss, green mould and lichen.</p> <p>A lead safe is visible under the stone parapet and stone at second floor lintel level is in better condition.</p> <p>Some weathered and missing areas of pointing and staining and weed growth due to failed rainwater goods.</p> <p>There are some poor repairs of former fixing holes and the face of two decorative panels has been damaged.</p> <p>Shop front is dated and ageworn with timber framed single glazed windows and a stone upstand which does not match the sandstone</p>	<p>A sympathetic stone restoration is required based on a detailed survey to evaluate the extent of works required.</p> <p>A programme of lead covering of horizontal stone features would reduce water staining and the risk of damp penetration.</p> <p>The cracks at abutments with 109 and 113, the damaged arch at the pend entrance and the structural strapping should be checked by a structural engineer to ensure that no structural movement is occurring. The joint cracks to adjacent buildings should be filled with a flexible sealant to prevent water ingress.</p>	13-22

111 High Street, Dumfries– Condition Report

5	Outside the property	Condition	recommendation	photo
	Rear gable and side walls beyond the high street gables	<p>Very limited inspection. There was no access to the closes to the rear. We have photo of the rear wall taken from the beer garden showing the gable and on the second floor there are no plaster finishes to this wall giving a view of the brick and its construction.</p> <p>These walls look to be solid brick construction with an external finish of smoot cement render. On the second floor the brickwork appears to be 1½ brick thick but lower walls may be thicker.</p> <p>Openings are lintelled with timber lintels and the internal surfaces of the second-floor gable wall are in poor condition with failed mortar and crumbling bricks</p> <p>There are external steel straps to the gable and cracking on internal surfaces indicating that movement has been occurring.</p> <p>There are high damp readings on widespread areas of the walls on the second floor which is likely to be caused by leaking, blocked and overflowing rainwater gutters</p>	A structural engineer should be asked to carry out a detailed assessment of the structural integrity of the brick walls and a programme of repairs and structural support should be installed in line with the findings	12, 21-28
5.5	External doors and windows		Condition rating 3	
	External doors			
	Shop front timber framed single glazed shop front with inset entrance door and roller shutter security screens and internal grilles	<p>The shop entrance is dated and ageworn with over painting of powder coated frames, a broken pane and displaced glazing seals and beads.</p> <p>The roller shutter is ageworn and stiff in operation with ageworn locks.</p> <p>The entrance area is stained and light fittings in the soffit lining are broken</p>	<p>Relatively minor repairs to shop front and repainting signage and replacement display lighting</p> <p>Doors require replacement ironmongery and overhaul</p>	17, 29 - 34

111 High Street, Dumfries– Condition Report

5	Outside the property	Condition	recommendation	photo
	<p>Rear doors</p> <p>Metal lined side exit double doors in store and single leaf flush timber personnel door in corridor</p>	<p>Doors locked and barred no keys available for the inspection.</p> <p>Doors and ironmongery are ageworn with poor paint finishes</p>	<p>Doors could be repaired or replaced. fire escape provision is very poor and consideration will be needed in any refurbishment to provide compliant means of escape</p>	
	Windows			
	<p>timber sash and case and casement windows with single glazing in first floor north wall rooms.</p> <p>The rear store has ground and first floor high windows which are single glazed timber frame lights</p>	<p>The first-floor north windows are boarded over and there was very limited inspection</p> <p>Where seen the windows have failed paint to all frames with denatured timber and some rot especially to sills. Putty is cracked and hardened. The windows are in poor condition</p>	<p>Repair or replace all windows</p>	<p>12, 37 - 40</p>
	<p>Front windows to upper floors</p> <p>Stained timber single glazed fixed lights</p>	<p>Ageworn paint and dirty; require repainting and minor repairs</p>	<p>Repari and repaint</p>	<p>14, 15, 16, 18, 41</p>
5.6	External Decoration		<p>Condition rating 3</p>	
	External walls	No painted walls		
	External doors	Failed paint finishes		
	Windows	Failed paint finishes		

111 High Street, Dumfries– Condition Report

6	Inside the property	Condition	recommendation	photo
6.1	Dampness and timber disease		Condition rating 3	
	Penetrating damp	There is widespread evidence of dampness. The worst areas are on the second floor which is likely caused by leaking blocked and overflowing gutters and failed flashing and chimneys at the abutments with the gables of 109 and 113	Chimney roof and rainwater goods all require extensive repair as noted elsewhere	42 - 60
	Rising damp	<p>In general, there was little evidence of rising damp although some walls are completely saturated and rising damp may be a contributory factor in addition to gutter failure.</p> <p>There are wall linings in the shop area which may be masking evidence of rising damp which was noted in the shop on the north wall</p> <p>There is damp damage to carpets in the changing area and local areas of damp may be present in the floor slab</p>	A specialist in the treatment of rising damp should investigate all walls and ground floor for rising damp and any necessary treatments should be carried out as part of renovation of the building	54, 56
	Timber disease Wet rot and woodworm	<p>Inner lintels to windows and doors are usually of timber in property of this age and joist and rafter ends have been built into or are in contact with stone and brickwork.</p> <p>Some timber lintels are visible on the second floor and windows to the north wall are likely to have timber lintels</p> <p>A representative sample of timber has been inspected and the possibility of concealed defects being present to inaccessible timbers cannot be ruled out.</p> <p>It is surprising, given the level of dampness in walls, that rot is not apparent in visible timbers to a significant degree but floor joints and rafter ends are concealed and it is likely these are being affected by damp and timber disease and woodworm</p>	<p>A specialist in the treatment of rising damp and timber disease should be asked to inspect the property and prepare a report and quotation for the necessary remedial works which should be carried out with the benefit of a long-term insurance backed guarantee.</p> <p>Timbers affected by rot should be replaced or spliced</p>	24, 62 - 64

111 High Street, Dumfries– Condition Report

6	Inside the property	Condition	recommendation	photo
	<p>Timber disease</p> <p>Dry rot</p>	<p>No evidence of dry rot was found in the timbers that could be seen.</p> <p>The evidence of widespread dampness in masonry and timbers in contact makes it highly likely that rot will be affecting concealed timbers</p>	<p>See recommendation for woodworm and wet rot</p>	
6.2	Attic Voids	See notes under roof heading		
6.3	Floors		Condition rating 3	
	<p>Ground floors</p> <p>Solid floors</p> <p>Concrete slabs floors</p> <p>Floor coverings remain in the front shop area</p>	<p>These floors are generally level and sound.</p> <p>Floor slabs will be uninsulated at this date of construction</p> <p>There is extensive staining and dampness on floor slabs</p> <p>Before laying new floor coverings, repairs and probably a levelling screed will be required throughout.</p> <p>Shop area coverings are of good quality but are ageworn with some stained areas and unevenness at joints</p> <p>Carpet tiles in the changing areas are damaged by dampness</p> <p>Vinyl tiles in the store are old and may be contaminated with asbestos fibre</p>	<p>An asbestos survey should be carried out to identify whether asbestos is present in the floor tiles.</p> <p>Asbestos is potentially hazardous if disturbed and appropriate safety measures should be adopted for its safe removal and disposal</p> <p>All floor coverings should be replaced as part of the general refurbishment of the building</p>	66 - 70
	<p>First floor</p> <p>Rear store is a timber boarded deck supported on steel frame</p> <p>Other areas are timber boards supported on joists</p> <p>Some areas are bare floor boards but vinyl tiles remain in some areas</p>	<p>There is extensive staining on timber board floors and boards in some areas are warped and cupped.</p> <p>There is a plywood sheet underlay to vinyl tiles areas.</p> <p>The vinyl tiles are old with missing and broken tiles.</p> <p>Vinyl tiles in the store are old and may be contaminated with asbestos fibre</p>	See recommendations for ground floor	71 - 76

111 High Street, Dumfries– Condition Report

6	Inside the property	Condition	recommendation	photo
	Second floor Bare floor boards throughout	There is extensive staining on timber board floors and boards in some areas are warped and cupped.	See recommendations for ground floor	
6.4	Ceilings		Condition rating 2	
	Ground floor Shop area suspended ceiling; lay in grid type Changing area plasterboard Artex coated ceiling at shop front	Ceiling finishes have been affected by dampness. Some tiles missing or broken Artex may contain asbestos fibres	The refurbishment works should include replacement or repair of all ceiling finishes An asbestos survey should be carried out to identify whether asbestos is present in the floor tiles. Asbestos is potentially hazardous if disturbed and appropriate safety measures should be adopted for its safe removal and disposal	79, 80
	First floor Plaster ceilings	Damp and mould staining and some damaged areas. These ceiling may be original horsehair plaster and lath	The refurbishment works should include replacement or repair of all ceiling finishes	81, 82
	Second floor No ceilings	There is no insulation to the roof	The refurbishment should include installing insulation to the roof	56, 57, 66

111 High Street, Dumfries– Condition Report

6	Inside the property	Condition	recommendation	photo
6.5	Walls and Partitions		Condition rating 2	
	Shop linings to front shop Plaster linings to solid external walls Plasterboard to partitions Ceramic tiles in staff toilets	wall finishes have been affected by dampness and mould staining; there are no wall linings to second floor areas	Repairs required to damaged areas; General upgrading and renewal to include insulation of external walls would desirable during a refurbishment	52, 67, 74, 78, 79
6.6	Fireplaces and chimneys		Condition rating 2	
	First floor front room and second floor front room have fireplaces	The fireplaces are redundant and the flues are unventilated	As part of the chimney works the old flues should be investigated and those in ownership should be repaired and ventilated	76, 83
6.7	Built in fitments		Condition rating 2	
	Staff kitchen Fitted base units and worktop	Ageworn units, serviceable but in need of minor repairs	Repairs	
	Stairs Timber stairs to first and second floors	The stair cases are single flights and do not meet current safety standards. There is no provision for disabled access to upper floors	Consider the design and requirement for stair and disabled access to upper floors as part of a refurbishment	
	Shop counter in first floor store area	Plywood counter top, shelving and haffits; ageworn but serviceable; likely to be obsolete for future building usage	Remove if not required	

111 High Street, Dumfries– Condition Report

6	Inside the property	Condition	recommendation	photo
6.8	Joinery finishes		Condition rating 2	
	Internal doors and frames Generally flush ply painted doors.	Internal doors are of poor quality, none appear to be fire rated and ironmongery is ageworn.	Repairs and renewals as part of refurbishment	88
	Door frames and skirtings plain profile with paint finish	Some damp damage but generally serviceable but outdated and not fire rated	Repairs and renewals as part of refurbishment	88
6.9	Internal decoration		Condition rating 3	
	Painted finish to walls, ceilings, skirtings, doors, frames and windows	Decoration is in poor condition and has been affected by damp	The building will require full redecoration once dried and refurbished	
6.10	Sanitary ware		Condition rating 3	
	Staff toilets Wash basins and WCs for ladies and gents staff toilets with over sink hot water heater	The sanitary ware is ageworn and the provision does not meet modern standards. There is no accessible toilet	Replacement as part of refurbishment with provision of disabled and accessible facilities	89 - 94

111 High Street, Dumfries– Condition Report

7.1	Services	Condition	recommendation	photo
	Generally	Services have been visually inspected but not tested. All services were turned off at the time of the inspection		
7.1	Electricity		Condition rating 3	
	Electrical installation	There is a lighting and power installation but it is basic and outdated. Fittings and accessories are old and are likely to have been affected by damp.	A qualified electrician should carry out an electrical test on the installation and all necessary repairs and alterations should be carried out	95 - 97
7.2	Gas/heating fuel			
	No gas supply			
7.3	Water		Condition rating 3	
	Mains cold water	The installation is basic. The stop cock and point of entry to the building was not identified	<p>The hot and cold-water installation will need to be provided as part of a refurbishment.</p> <p>It is possible that the supply to the property is by a lead pipe and this should be checked. If the supply is in a lead pipe it should be replaced. The water main supply may require upgrading dependent on the extent of services required</p>	

111 High Street, Dumfries– Condition Report

7.1	Services	Condition	recommendation	photo
7.4	Heating		Condition rating 3	
	Generally There is no installed heating system to most areas. Some electric panel heaters are located in staff areas of the first floor	Very limited provision	A new heating and ventilation system should be installed as part of a full refurbishment of the property	
7.5	Hot Water		Condition rating 3	
	Wash basin Copper hot water cylinder electric immersion heater	Ageworn uninsulated	A new hot water system should be installed as part of a full refurbishment of the property	93
7.6	Drainage		Condition rating 3	
	Mains drainage is assumed	No manholes were found within the building although there may be access to the system in the closes on north and south side. The provision is likely to be poor and inadequate for the future use of the building. It is assumed that drainage connections to the rear will be shared with other buildings before reaching a sewer	As part of a refurbishment of the buildings a new drainage system will be required to support the surface water and foul drainage requirements	

111 High Street, Dumfries– Condition Report

8	Grounds	Condition	recommendation	photo
	Generally	<p>The site is almost entirely covered by building structures. Only the narrow closes to the north and south and a small open yard at the rear provide external spaces.</p> <p>These areas were only inspected through the rear window of the first floor.</p> <p>There is no access from this property to the close to the south to the Bank street properties and no 109</p>		
8.1	Site access		Condition rating 3	12, 19
		<p>Access is only available at present from the High Street main entrance and from the gated pend to the north side (under 113).</p> <p>As noted earlier the pub beer garden has signage identifying the close to the north as a means of escape</p>	Consideration of access will be essential to enable construction works for refurbishment or alterations to take place	
8.2	Rear yard and closes		Condition rating 2	
	<p>Paved close to north, no inspection of spaces to the south</p> <p>Small yard to fence of beer garden to rear</p>	The yard has been used as a rubbish tip	<p>Access should be arranged to allow a full inspection of the external areas to the north south and rear</p> <p>Landscaping and repairs to the closes will form a necessary part of a refurbishment</p>	98 - 100
8.3	Boundary walls			
	Boundary walls are formed by buildings			
8.4	Trees	There are no substantial trees within influencing distance of the building as far as could be seen from the rear window		

111 High Street, Dumfries– Condition Report

8	Grounds	Condition	recommendation	photo
8.5	Outbuildings none			

111 High Street, Dumfries– Condition Report

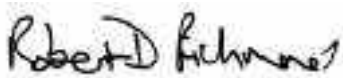
9 Issues for Legal Advisors

9.01 A legal advisor or solicitor should clarify the following:-

- The condition report identifies structural and water ingress issues from the gables and chimneys of 109 and 113 High Street. These gables are above the roof line of 111. The rights and responsibilities of the owners of 109 and 113 should be checked.
- The rights of access to the pend and passage way to the north side of the property should be checked. The space is gated at the High Street and secured at the west by a fence. The beer garden has a fire escape sign on their gate into this area which suggest they have a right of access
- We have not been provided with a copy of an asbestos management report for the building and have assumed that no asbestos is present. A copy of the asbestos management report should be obtained.
- We have checked the EPC register and there is no EPC lodged for this address
- We have not been provided with an electrical test certificate.

10 Surveyors Declaration

I confirm that I have surveyed the property and prepared this report



Signed

Robert Richmond

Surveyor’s RICS No. 057398 Qualifications BSc, FRICS

For and on behalf of:-

McGowan Miller Construction Consultants

Address: - 36 George Street, Dumfries, DG1 1EH

Tel:- 01387 254283 ; E-Mail :- info@mcgowanmiller.co.uk







Property Address:- *111 High Street, Dumfries, DG1 2QT*

Client:- Dumfries High Street Ltd

Date of Report:- 14th August 2020

Appendix A

External photos

External Fabric	
	
<p>5.1 drone photo – roof, abutments and chimneys</p>	<p>5.2 left gable abutment and chimney</p>
	
<p>5.3 right gable abutment and chimney</p>	<p>5.4 drone photo roof mid section</p>
	
<p>5.5 drone roof photo roof rear section</p>	<p>5.6 drone photo roof rear gable</p>

	
<p>5.7 roof structure front gable</p>	<p>5.8 roof structure main ridge</p>
	
<p>5.9 roof structure boarded over rooflights</p>	<p>5.10 roof structure long term water ingress</p>
	
<p>5.11 roof structure rear gable</p>	<p>5.12 rear gable rendered brick</p>



5.13 parapet and cracked stone buttress at gable



5.14 Stone façade to upper floors



5.15 abutment cracks to 113









5.16 cracked pilaster above shop front



5.17 timber shop front







5.18 stone sill above shop front

	
<p>5.19 pend and close under 113</p>	<p>5.20 gable to pend (2018)</p>
	
<p>5.21 arch over pend damaged stone; bracing strap</p>	<p>5.22 pend repair to stone; steel structural bracing strap</p>
	
<p>5.23 poor brick work on second floor</p>	<p>5.24 timber lintels in solid brick walls</p>

	
<p>5.25 high damp readings in solid wall</p>	<p>5.26 displaced brick on chimney to south wall</p>
	
<p>5.27 crack between chimney and wall</p>	<p>5.28 broken brickwork north wall</p>
	
<p>5.29 corner post; timber damage</p>	<p>5.30 door jammed open</p>

	
<p>5.31 broken display lighting</p>	<p>5.32 missing tiles</p>
	
<p>5.33 ageworn paint</p>	<p>5.34 internal shutter to display window</p>
	
<p>5.35 store door</p>	<p>5.36 personnel door</p>

 A photograph showing the interior of a room with two large windows at the rear. The room is dark, and the windows are covered with vertical blinds. A metal frame or structure is visible in the foreground.	 A close-up photograph of a window frame, showing the wooden or metal structure and the glass pane. The view outside shows some greenery.
<p>5.37 rear windows at first floor</p>	<p>5.38 rear window detail</p>
 A photograph of a typical north side first floor window. The window is set in a white wall and has a white frame. To the right of the window is a white door with a handle.	 A photograph of a second floor north window. The window is set in a light-colored wall and has a white frame. The view outside shows some greenery.
<p>5.39 typical north side first floor window</p>	<p>5.40 second floor north window</p>
 A close-up photograph of a second floor front window detail. The window is set in a brick wall and has a wooden frame. The view outside shows some greenery.	
<p>5.41 second floor front window detail</p>	







Appendix B

Internal photos, services and external areas

	
<p>6.42 shop retail area</p>	
	
<p>6.43 ceiling damage and damp on ceiling</p>	<p>6.44 staining and damp readings at skirting level</p>
	
<p>6.45 ceiling damage and damp staining</p>	<p>6.46 plaster damage and high damp readings</p>

	
<p>6.47 first floor store plaster damage</p>	<p>6.48 first floor store south wall high damp readings</p>
	
<p>6.49 first floor store plaster damage</p>	<p>6.50 first floor front room staining</p>
	
<p>6.51 first floor north wall damp reading</p>	<p>6.52 first floor front room damp staining on carpet</p>

	
<p>6.53 first floor front damp reading on south wall</p>	<p>6.54 Second floor rear; damp staining on walls and floor</p>
	
<p>6.55 second floor rear gable damp brickwork</p>	<p>6.56 second floor south wall front plaster damage</p>
	
<p>6.57 second floor front north wall plaster damage</p>	<p>6.58 second floor north damp reading</p>

	
<p>6.59 second floor north damp and green mould</p>	<p>6.60 second floor front window vegetation</p>
	
<p>6.61 second floor front jamb damp</p>	<p>6.62 second floor joist built in to north wall</p>
	
<p>6.63 stained floor boards</p>	<p>6.64 south wall; rafters bearing on damp walls at gutter level</p>

	
<p>6.65 front south corner; previous rot repairs</p>	<p>6.66 shop floor covering</p>
	
<p>6.67 stains and uneven joints to shop floor</p>	<p>6.68 worn floor covering to changing area steps</p>
	
<p>6.69 damp damage to carpet tiles in changing</p>	<p>6.70 old floor tiles to store (asbestos?)</p>

	
<p>6.71 first floor store</p>	<p>6.72 tiles to first floor store (asbestos?)</p>
	
<p>6.73 worn tiles and edging to stair to first floor</p>	<p>6.74 stained and marked tiles in staff toilets</p>
	
<p>6.75 ply underlayment adhesive and tiles on First floor</p>	<p>6.76 redundant fireplace and bare floor boards to first floor front</p>

	
<p>6.77 second floor timber boards</p>	<p>6.78 second floor timber boards</p>
	
<p>6.79 suspended ceiling to shop</p>	<p>6.80 artex to shop window area (asbestos?)</p>
	
<p>6.81 first floor ceiling</p>	<p>6.82 first floor ceiling typical</p>

	
<p>6.83 second floor fireplace</p>	<p>6.84 staff kitchen</p>
	
<p>6.85 steps to changing area from shop</p>	<p>6.86 steps to first floor rear store</p>
	
<p>6.87 stair to first floor offices</p>	<p>6.88 stair to second floor</p>



6.87 first floor store counter



6.88 internal doors



6.89 ladies toilet



6.90 gents toilet

	
<p>6.91 stained wash basin</p>	<p>6.92 WC</p>
	
<p>6.93 hot water cylinder</p>	<p>6.94 kitchen sink</p>
	
<p>6.95 electric meter 3 phase</p>	<p>6.96 electrical equipment</p>



6.97 main incomer and fuses



6.98 view of rear yard from window



6.99 view of rear yard from window



6.100 view of rear yard from window

Appendix C

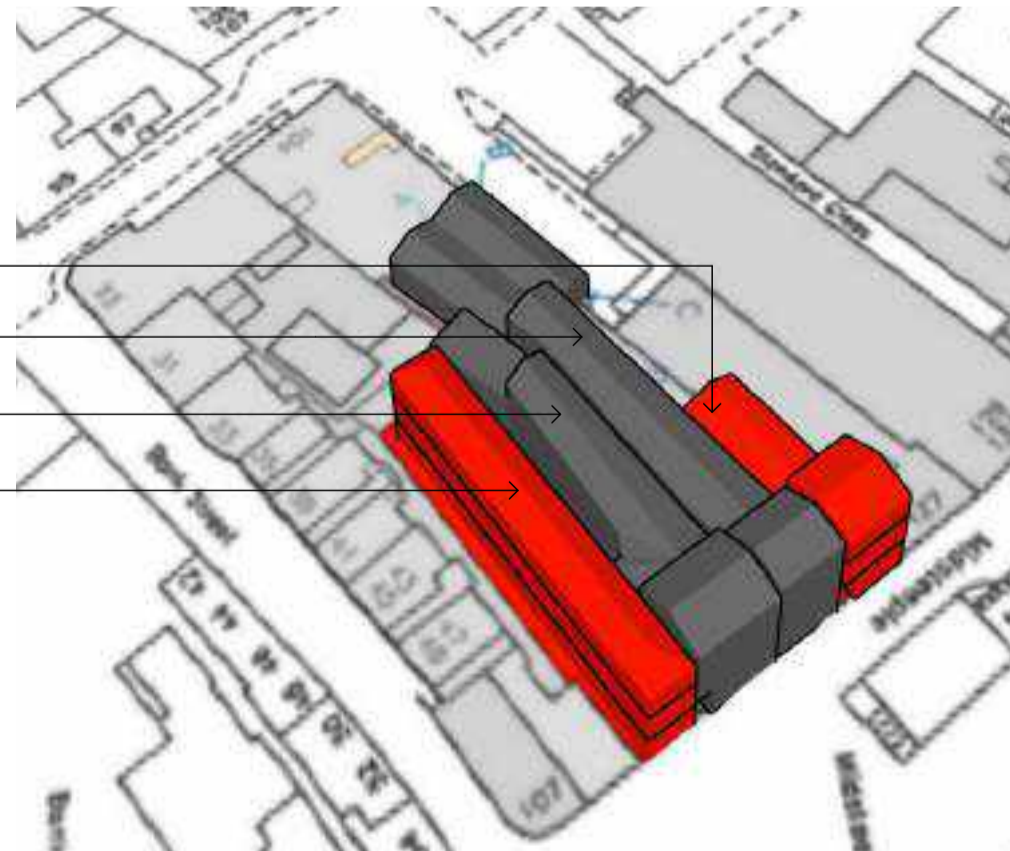
Location Plan



Pend
 121 High Street
 117 High Street
 113/ 115 High Street
 111 High Street
 Pend

Location Plan
 Midsteple Quarter

121 High Street
 117 High Street
 113/115 High Street
 111 High Street



3d sketch
 Midsteple Quarter



3d sketch
 Midsteple Quarter

Notes / Key:

Location plan provided by Community Enterprise

Do not scale from this drawing.
 All existing dimensions to be checked on site prior to commencement of works or manufacturing of components.
 Any discrepancies to be brought to the attention of the architect - if in doubt, ask.

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Client
Community Enterprise

Project
Midsteple Quarter Reg.

Title
Location Plan

Project Status **Feasibility**

Job No **04319** Scale at A3 N/S

Drawn by
 Bla Date of issue
 08/07/2020

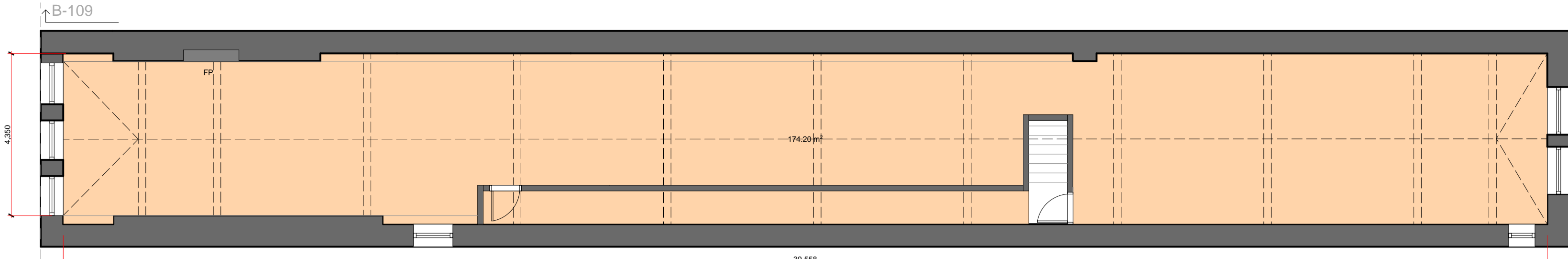
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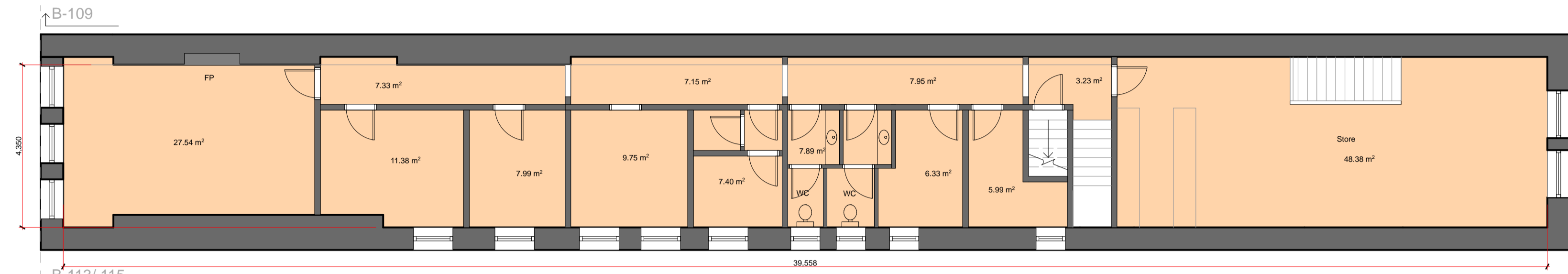
Drg No. Rev
[LP]01

Appendix D

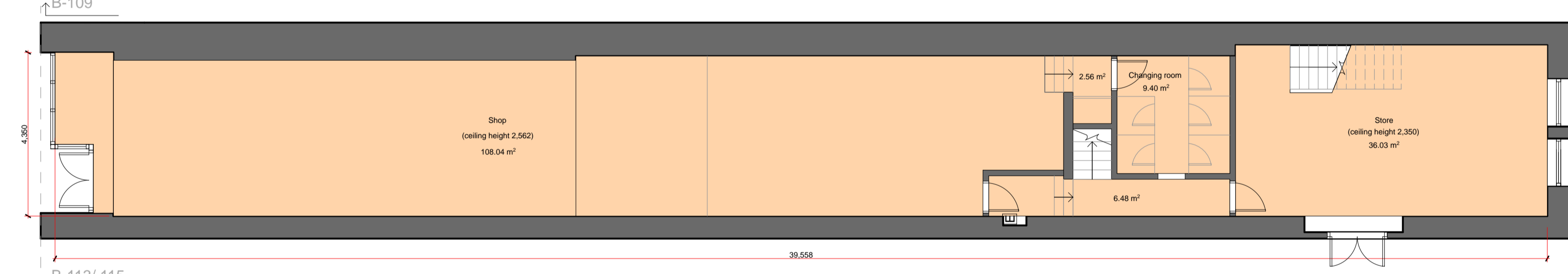
Existing floor plans



B-113/ 115
111 High Street
Second Floor-plan



B-113/ 115
111 High Street
First Floor-plan



B-113/ 115
111 High Street
Ground Floor-plan



111 High Street
Street view



111 High Street
Street view

Notes / Key:

Note: dimensions need to be checked on-site
Do not scale from this drawing.
All existing dimensions to be checked on site prior to commencement of works or manufacturing of components.
Any discrepancies to be brought to the attention of the architect - if in doubt, ask.
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Client
Community Enterprise

Project
Midsteple Quarter Reg.

Title

**B-111
Existing Floor-plans**

Project Status
Feasibility

Job No
04319

1:100, 1:340.33,
Scale at A2
1:417.14

Drawn by
Bla

Date of issue
08/07/2020

Rev. Amendment Date

DRAFT

Drg No. Rev
[EE]01

CONDITION REPORT

121 High Street Dumfries DG1 2QT

Client – Dumfries High Street Ltd



McGowan Miller Construction Consultants
36 George Street, Dumfries, DG1 1EH

Tel: 01387 254283

Email: info@mcgowanmiller.co.uk

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3. Summary of the condition ratings
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6. Inside the property
7. Services
8. Grounds
9. Issues for your legal advisers
10. Surveyor's declaration

Appendices

- A. Exterior photographs
- B. Interior photographs with services and external areas
- C. Location plan prepared by John Gilbert Architects
- D. Floor plans prepared by John Gilbert Architects
- E. Energy Performance certificate dated 31 March 2016

121 High Street, Dumfries– Condition Report

1 Introduction to the Report

This Condition Report is produced by an RICS surveyor who provides an objective opinion about the condition of the property at the time of inspection.

The Condition Report aims to tell you about:

- The construction and condition of the property on the date it was inspected;
- Any defects that need urgent attention or are serious;
- Things that need further investigation to prevent serious damage to the fabric of the building; and
- Defects or issues which may be hazardous to safety and where further enquiries are needed.

2 Inspection

Surveyor's name: - *Robert Richmond*

Surveyor's RICS number: - *0057398*

Company name:- *McGowan Miller Construction Consultants*

Dates of the inspection:- *31st March, 2020 and 5th August, 2020; first inspection was for valuation purposes.*

Related party disclosure:- *No Related party*

Full address and postcode of the property:- *121 High Street Dumfries DG1 2QT*

Weather conditions when the inspections took place:- *dry in March, heavy rain showers in August*

The status of the property when the inspection took place:-*The property was unoccupied and unfurnished during the inspection. Electrical, heating and water services were turned off.*

Important note:

We carry out only a visual inspection. This means that we do not take up carpets, floor coverings or floorboards, move furniture or remove the contents of cupboards.

Also, we do not remove secured panels or undo electrical fittings. We inspect roofs, chimneys and other surfaces on the outside of the building from ground level and, if necessary, from neighbouring public property and with the help of binoculars.

We inspect the roof structure from inside the roof space if there is safe access (although we do not move or lift insulation material, stored goods or other contents).

We examine floor surfaces and under-floor spaces so far as there is safe access to these (although we do not move or lift furniture, floor coverings or other contents).

We are not able to assess the condition of the inside of any chimney, boiler or other flues.

121 High Street, Dumfries– Condition Report

We note in our report if we are not able to check any parts of the property that the inspection would normally cover. If we are concerned about these parts, the report will tell you about any further investigations that are needed.

We also inspect parts of the electricity, gas/oil, water heating and drainage services that can be seen, but we do not test them.

3 Summary of Condition

Overview

The property is in poor condition. The property has been unoccupied for some years and maintenance has been neglected. The neighbouring building to the south (nos 117-119) is also empty and in very poor repair. There is dampness caused mainly by rainwater penetration and defects at the abutments with the neighbouring buildings.

The maintenance of the property is difficult owing to the lack of access to maintain the roof and rainwater gutters.

Any repair work will need to be considered in conjunction with the treatment of rot, temporary structural supports and the proposed future use of the property.

The following table summarises the condition ratings of the different elements of the property.

Condition Rating are Categorised as follows:

- 3 - Defects that are serious and/or need to be repaired, replaced or investigated urgently.
- 2 - Defects that need repairing or replacing but are not considered to be either serious or urgent. The property must be maintained in the normal way.
- 1 - No repair is currently needed. The property must be maintained in the normal way.

Ref	Element	Condition Rating
5	Outside the property	
	Chimneys	3
	Roof	3
	Rainwater Installations	3
	External Walls	3
	External Doors & Windows and Joinery	3
	External decoration	3
6	Inside the property	
	Dampness and timber disease	3
	Attic Voids	Not inspected
	Floors	3
	Ceilings	3
	Walls & Partitions	2
	Fireplaces, chimneys etc.	2
	Built in Fitments	3
	Joinery	2

121 High Street, Dumfries– Condition Report

	Internal decoration	2
	Sanitary ware	2
7	Services	
	Electricity	3
	Gas/heating fuel	NA
	Water	3
	Heating	3
	Hot Water	2
	Drainage	3
8	Grounds	
	Site access	2
	External Spaces	Not inspected
	Boundary walls	Not inspected
	Trees	Not inspected
	Outbuildings	NA

121 High Street, Dumfries– Condition Report

4 About the Property

4.01 Type of Property

An empty retail unit known as number 121-123 High Street. The property is a vacant shop with stair access to cellar stores and non-sales accommodation on first and second floors and attic floors.

The property has a rateable value in the current rating roll of £20,800.

Although not trading for some time the property is subject to a lease with Cashino Ltd. The main lease terms are that the lease is in force until 2nd October 2026 at a rent of £35,000 per annum.

The building is within the Dumfries town centre conservation area and has been given a grade B in the list of buildings of historic or architectural interest by Historic Environment Scotland. The following is extracted from the building description in the listing

“Later 18th century. 4 storeys with shops at ground reaching up to 1st floor cills; 4 bays. Rendered as ashlar with ashlar margins, all painted. 3-paned double casements throughout. Eaves/lintel band; cornice; slate roof. Long irregularly fenestrated 3-storey rear wing in red sandstone rubble.”

4.02 Year Built

Late 19th Century.

4.03 Accommodation

Accommodation; as shown on the floor plan drawing prepared by John Gilbert Architects (appendix D)

Cellar – 3 store rooms

Ground floor – foyer area, retail area; staff kitchen and office stair access to cellar and upper floors

First floor – stores, staff toilets, staff tea room, office

Second floor – 2 office rooms, staff room with WC and open stair to attic

Attic – lined roof void with water tank

Approximate areas from the floor plan (net internal area)

Cellar - 25m²

Ground floor – 95m²

First floor - 36m²

Second floor 35m²

Attic 20m²

Total 211m²

4.04 Mains Services

Mains electricity, water and drainage

Split air conditioning units to ground floor shop electric heaters elsewhere. No heating to cellar or attic and limited heating to second floor.

4.05 Grounds and Outbuildings

The frontage is directly onto the pedestrianised High Street. The mid steeple building is opposite the shop front. The retail frontage is 4.8m wide.

There is a close to the south side of the property which is gated and locked. The close is approximately 1m wide. It is likely that the close has right of access for other properties close by.

121 High Street, Dumfries– Condition Report

5	Outside the property	Condition	recommendation	photo
5.1	Chimneys	Very limited inspection from the ground	Condition rating 3	
	Chimneys on both gables on the high street frontage	Drone photo		1
	Left hand gable – polished ashlar sandstone stack forming the mutual gable with 119 High St; 6 flues assume shared with 119; sandstone coping; front 2 chimney present other 4 chimney pots are missing; TV aerial on metal bracket	Stone looks in good condition with little weathering and obvious cracking on the drone photo. Some weathering of pointing is visible and the cap stones have lost mortar pointing. Stone is weather stained with lichen and mould growth on most exposed surfaces. There is no evidence of lead safes; chimney pots are not capped and flues with missing pots are open and unprotected from rainwater ingress	There are high damp readings in the attic on both gables, Both chimneys should be inspected and any necessary refurbishment and repair should be carried out. The sandstone chimney in particular may need to be rebuilt with lead safes, new chimney pots with vented stoppers to old flues	
	Right hand gable facing brick chimney forming the higher gable of 127; concrete capping; 8 fireclay pots with lead caps; ventilation not visible	This chimney stack is relatively recent, presumably replacing the original stone stack. There is a lead safe and the structure looks in good condition (on the drone photo). This chimney is heavily soiled by seabirds and is used as a roosting site	Works should include measures to reduce seagull soiling of the chimney heads	
5.2	Roof coverings		Condition rating 3	
	slate roof on sarking board; timber rafters and ceiling ties. The attic is fully lined and the roof timbers could not be inspected	The roof slating is generally intact but there are some missing slates and broken slates; water ingress is occurring, most notably at abutments and eaves, where there are defects in lead flashings and blockages due to infrequent maintenance and seagull waste. Slate look to be a mixture of Lancashire to the front and parts of other roof slopes and welsh slates. This suggests that the roof has been overhauled in the past	A detailed assessment of the roof is required. Maintenance and cleaning initially to remove seagull waste and other blockages and assess what repairs are required and the general condition of the slate and leadwork.	1-10

121 High Street, Dumfries– Condition Report

5	Outside the property	Condition	recommendation	photo
	The single storey roof is concealed by a lay in grid suspended ceiling and ductwork. The original back shop had a vaulted ceiling lined with plaster with large roof lights which have been boarded over	There is water ingress in the sloping ceiling of the stair from the slated valley roof of the single storey rear projection. The valley gutter is blocked or leaking	As a worst case the roof may be at the stage where a full overhaul is necessary but it seems likely, from the drone photos, that thorough repairs may be sufficient, when combined with frequent maintenance and measures to reduce seagull nuisance, to extend the life of the roof for the medium term.	
	Abutments to 127 and 119 Lead flashings	Only inspected from the drone photos but water ingress is occurring at both gables	Roof repairs should included renewal of the gutters with careful design to ensure ease of future maintenance	1,7, 9
	Flat roof Small flat roof to a cantilevered rear stair extension	This roof is leaking the drone photos show that there is a timber batten lying on the roof and water penetration was occurring from the flat roof and the adjacent slated valley at the time of the inspection	The flat roof requires to be replaced if the cantiliver extension is to be retained	4, 6, 11, 13
	Roof voids No access	Timbers are concealed but there is evidence of damp penetration and it is likely that timbers have been affected and there is likely to be some timber disease	All damp affected parts of the structure should be checked by a specialist in the treatment of damp and timber disease and appropriate guranteed treatment applied.	

121 High Street, Dumfries– Condition Report

5	Outside the property	Condition	recommendation	photo
5.3	Rainwater Installations		Condition rating 3	
	Front elevation Cast iron half round gutters with circular drop pipes	The gutters are not easily accessible and maintenance has been neglected. There is evidence of weed growth and the gutters are likely to be blocked and corroded with failed paint	The gutters should be inspected and cleaned out, then assessed to see what repairs or renewals are necessary. Thought should be given to providing means of safe access to allow frequent cleaning and maintenance	12, 15
	Rear elevation PVC half round gutters and circular drop pipes	Previous inspection of 119 and the drone photos show these gutters; they look to be clear but ageworn	It would be worthwhile to replace these gutters when carrying out the necessary roof repairs	13, 14, 15
	Single storey rear roofs Not inspected	Previous inspection of 119 shows these gutters on the south elevation; where seen these are choked and misaligned	It is likely that all gutters to the single storey roofs are in poor condition and should be replaced	13
5.4	External Walls		Condition rating 3	
	Front façade Ashlar sandstone string course and jamb to shop front; walls above are painted cement render over masonry. The masonry walls are covered by finishes but are likely to be brickwork	There is steel bracing which looks to be tying the front and rear walls together, there are cracks in the render on the façade and the presence of tie rods suggests that structural movement has occurred and may be continuing Paint finishes are stained with broken areas	A structural engineer should be asked to inspect the walls to assess the effectiveness of the tie rods and advise on what measures are needed to ensure the structural integrity of the main walls. Cement render finishes require repairs and repainting	16, 17

121 High Street, Dumfries– Condition Report

5	Outside the property	Condition	recommendation	photo
	Rear elev and side walls of the single storey rear projection Roughcast masonry, likely to be brickwork.	Very limited inspection. There was no access to the closes to the rear. We have photo of the rear wall during the inspection of no 119 showing the roughcast rear wall and the flat roofed cantilever stair extension. These walls look to be brick construction with an external finish of roughcast render.	A structural engineer should be asked to carry out a detailed assessment of the structural integrity of the brick walls and a programme of repairs and structural support should be carried out as necessary	13
5.5	External doors and windows		Condition rating 3	
	External doors			
	Shop front timber framed single glazed shop front with inset entrance door	The shop entrance is in satisfactory condition although dirty and in a corporate style. Sign board is missing Door operation requires some adjustment Display lighting is in poor condition	Relatively minor repairs to shop front and repainting signage and replacement display lighting Doors require adjustment and maintenance	20, 21, 22
	Rear doors Metal lined side exit double doors in store and single leaf flush timber personnel door in corridor	Doors locked and barred no keys available for the inspection. Doors and ironmongery are ageworn with poor paint finishes	Doors could be repaired or replaced. fire escape provision is very poor and consideration will be needed in any refurbishment to provide compliant means of escape	
	Windows			
	timber sash and case and casement windows with single glazing on first and second floor front elev.	Windows do not open and inspection was limited Timbers are generally sound where seen but most sills have some rot and paint finishes are cracked, ageworn and flaking	Repair or replace all windows	12, 16, 17, 23, 24, 25, 26

121 High Street, Dumfries– Condition Report

5	Outside the property	Condition	recommendation	photo
	Rear window to cantilever stair extension Timber framed single glazed casements; obscure glass; security bars	Ageworn paint and dirty with some rot; require repairs and repainting	Repair and repaint	27
5.6	External Decoration		Condition rating 3	
	External walls	Paint to front walls; unpainted roughcast to rear	Ageworn and stained paint to front loose areas and cracking to finish	
	Shop front	Paint intact but ageworn and in the corporate style of the tenant	Repaint and form appropriate shop front	
	External doors	Failed paint finishes		
	Windows	Failed paint finishes		

121 High Street, Dumfries– Condition Report

6	Inside the property	Condition	recommendation	photo
6.1	Dampness and timber disease		Condition rating 3	
	Penetrating damp Main slate roofs	There is evidence of dampness. The worst areas are on the High Street gable walls at the abutments with the gables of 119 and 127. It is likely the dampness is caused by blocked and leaking abutment flashings, missing and unventilated old flues in mutual chimneys and lack of lead safe on the left-hand chimney stack.	Chimney roof and rainwater goods all require extensive repair as noted elsewhere	1 - 6
	Flat roof over cantilever extension and valley roof abutting	Heavy mould staining to ceiling under flat roof and on external walls at second floor stair level; water ingress was occurring during the inspection	The flat roof covering and the valley slate and leadwork should be replaced	7, 8
	Rising damp	Cellar – bare stone walls of the cellar are earth retaining and there is no tanking, so these are very damp. The ceiling height in the cellar is limited so future uses will be restricted even if the dampness were controlled There are wall linings in the shop area which may be masking evidence of rising damp to the ground floor. Some of the wall linings have staining and high damp readings and this may be due to rising damp in the walls or from penetrating damp from overflowing gutters and roof defects	A specialist in the treatment of rising damp should Investigate all walls and ground floor for rising damp and any necessary treatments should be carried out as part of renovation of the building	9 - 16
	Condensation	First floor front left office; ceiling and gable wall have extensive black mould growth; normal damp meter readings when inspected. Evidence suggests that when in use there could have been high occupancy and poor heating, leading to high humidity and condensation on cold ceiling and wall surfaces	Improved heating, ventilation and insulation should be considered when refurbishing for future use	17, 18

121 High Street, Dumfries– Condition Report

6	Inside the property	Condition	recommendation	photo
	<p>Timber disease</p> <p>Wet rot and woodworm</p>	<p>Inner lintels to windows and doors are usually of timber in property of this age and joist and rafter ends have been built into or are in contact with stone and brickwork.</p> <p>Some timber lintels are visible on the second floor and windows to the north wall are likely to have timber lintels</p> <p>Only some floor timbers in the cellar ceiling of timber could be inspected and the possibility of concealed defects being present to inaccessible timbers cannot be ruled out.</p>	<p>A specialist in the treatment of rising damp and timber disease should be asked to inspect the property and prepare a report and quotation for the necessary remedial works which should be carried out with the benefit of a long-term insurance backed guarantee.</p> <p>Timbers affected by rot should be replaced or spliced</p>	
	<p>Timber disease</p> <p>Dry rot</p>	<p>No evidence of dry rot was found in the timbers that could be seen.</p> <p>The evidence of widespread dampness in masonry with timbers in contact makes it highly likely that rot will be affecting concealed timbers</p>	<p>See recommendation for woodworm and wet rot</p>	
6.2	Attic Voids	<p>No unlined attic voids were accessible for inspection</p>		
6.3	Floors		<p>Condition rating 3</p>	
	<p>Ground floors</p> <p>Solid floors</p> <p>Concrete slabs floors</p> <p>Floor coverings remain in the front shop area</p>	<p>These floors are generally level and sound.</p> <p>Floor slabs will be uninsulated at this date of construction</p> <p>Fitted floor coverings prevented inspection of the floor slab but it appears to be level and firm</p> <p>Carpets are part worn and soiled</p>	<p>An asbestos survey should be carried out to identify whether asbestos is present in the floor tiles.</p> <p>Asbestos is potentially hazardous if disturbed and appropriate safety measures should be adopted for its safe removal and disposal</p> <p>All floor coverings should be replaced</p>	<p>19,20</p>

121 High Street, Dumfries– Condition Report

6	Inside the property	Condition	recommendation	photo
			as part of the general refurbishment of the building	
	Ground floor over cellar areas Timber joists and boarding	Damp is affecting the timbers in contact with the walls as noted above but timbers were sound where seen		9, 13
	upper floors Timber boards on joists Carpet or vinyl tile floor coverings	Floors are generally firm and level. Floor coverings are ageworn and soiled The vinyl tiles are old and may contain asbestos fibres	An asbestos survey should be carried out to identify whether asbestos is present in the floor tiles. Asbestos is potentially hazardous if disturbed and appropriate safety measures should be adopted for its safe removal and disposal All floor coverings should be replaced as part of the general refurbishment of the building	21 - 24
6.4	Ceilings		Condition rating 2	
	Ground floor Shop area suspended ceiling; lay in grid type	Ceiling tiles have been affected by dampness and there are some stained areas. Some tiles missing or broken	Damaged and stained ceiling tiles should be replaced	25- 28
	First floor Corridor and toilets - suspended ceiling; lay in grid type	Good condition		29

121 High Street, Dumfries– Condition Report

6	Inside the property	Condition	recommendation	photo
	Front rooms on first floor, second floor and attic Plaster ceilings;	Damp and mould staining and some damaged areas. These ceilings may be original horsehair plaster and lath. There are gaps between plaster walls and ceilings which could be evidence of plasterboard overlay to original lath and plaster The attic linings have no access to allow for the inspection of roof timbers or to check for the presence of insulation. It is likely that there is no insulation to the roof	The refurbishment should include repairs to plastered ceilings and installing insulation to the roofs	17, 31, 32
6.5	Walls and Partitions		Condition rating 2	
	Shop linings to front shop Plasterboard linings to external walls Plasterboard to partitions Timber tongued and grooved boarding to attic eaves walls	wall finishes have been affected by dampness and mould staining some of the original lath and plaster finish remain	Repairs required to damaged areas; General upgrading and renewal to include insulation of external walls would be desirable during a refurbishment	1, 2, 3, 4, 6, 8, 15, 16, 18, 34
6.6	Fireplaces and chimneys		Condition rating 2	
	None; there are chimney breasts in first and second floor rooms where fireplaces would originally have been	No ventilation grilles to old flues	Ensure that there is ventilation to old flues	35, 36, 37
6.7	Built in fitments		Condition rating 3	
	First floor room front left	Ageworn units, serviceable but in need of minor repairs	Repairs and making good	38

121 High Street, Dumfries– Condition Report

6	Inside the property	Condition	recommendation	photo
	Staff kitchen first floor front Right Fitted base units and worktop	Ageworn kitchen units, fixed table and benches and lockers; serviceable but in need of minor repairs	Repairs and making good	35, 40, 41, 43
	Store room first floor mid front	Shelving; ageworn but serviceable	Make good	39
	Kitchen second floor rear right	Old base unit; stainless steel sinks in ageworn and outdated condition	Repair and make good	42
	Stairs to cellar	Flight of stone steps; irregular rises, worn treads, dampness	Not suitable for regular use	45
	Stairs Timber stairs to first floor	A narrow timber stair which has a landing in the cantilever rear extension. The stair is not compliant with current regulations for fire protection, or width and length of single flight and is being affected by dampness from roof defects. There is no provision for disabled access to upper floors	Consider the design and requirement for stair and disabled access to upper floors as part of a refurbishment	46 - 50
	Timber stair to second floor	A narrow turning timber stair. The stair is not compliant with current regulations for fire protection, or width and length of single. There is no provision for disabled access to upper floors	As for first floor; a new stair and DDA access are required	51 - 54
	Timber stair to attic	A long straight flight with open treads located in the second-floor rear right room	If attic is not in regular use then this stair could be retained and fire protected as maintenance access	55 -56

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6	Inside the property	Condition	recommendation	photo
6.8	Joinery finishes		Condition rating 2	
	Automatic door and screen at entrance vestibule Aluminium framed door and screen	Assumed to be a tenant fitting. The electrical power was turned off and the door was not operating when inspected A screen and door should have laminated glass.	If to be retained the door should be tested and the specification of the glazing checked to ensure it is suitable	57, 58
	Internal doors and frames Generally flush ply painted doors.	Internal doors are of poor quality, none appear to be fire rated and ironmongery is ageworn.	Repairs and renewals as part of refurbishment	59-62
	Door frames and skirtings plain profile with paint finish	generally serviceable but outdated and not fire rated	Repairs and renewals as part of refurbishment	59-62
6.9	Internal decoration		Condition rating 2	
	Wood veneer finish to ground floor retail area; Upper floors - painted finish to walls, ceilings, skirtings, doors, frames and windows	Decoration is ageworn. We have not seen the lease but usually these place obligations on the tenant to carry out redecoration at the end of the lease	The building will require full redecoration	
6.10	Sanitary ware		Condition rating 2	
	Kitchen sinks Stainless sink and drainer in ground floor tea point, first floor kitchen and second floor staff room	All appear serviceable although water was turned off when inspected	Testing and recommissioning required	63, 64, 66

121 High Street, Dumfries– Condition Report

6	Inside the property	Condition	recommendation	photo
	<p>Staff toilets</p> <p>Wash basin, urinal and WC for staff toilets with over sink hot water heater</p>	<p>All appear serviceable although water was turned off when inspected</p> <p>There is no accessible toilet</p>	<p>Replacement as part of refurbishment with provision of disabled and accessible facilities</p>	<p>65, 67</p>

121 High Street, Dumfries– Condition Report

7.1	Services	Condition	recommendation	photo
	Generally	Services have been visually inspected but not tested. All services were turned off at the time of the inspection		
7.1	Electricity		Condition rating 3	
	Electrical installation	There is a 3-phase lighting and power installation but it is basic and outdated. Fittings and accessories are old. Shop area lighting is suited to the needs of the present tenant and not for retail display	A qualified electrician should carry out an electrical test on the installation and all necessary repairs and alterations should be carried out	68-70
7.2	Gas/heating fuel			
	No gas supply			
7.3	Water		Condition rating 3	
	Mains cold water	The installation is basic. The stop cock is located at the top of the cellar stair. The incoming main is in a lead pipe Copper pipes where seen for distribution pipes Cold water tank located in attic	The lead pipe should be replaced. The location and access to the nearest public water main will need to be investigated. The water main supply may require upgrading dependent on the extent of services required	71, 72
7.4	Heating		Condition rating 3	
	Generally The ground floor retail area is served by a split unit air conditioning system	Very limited inspection of the air conditioning system, not tested	The existing system should be tested and evaluated by a heating engineer and replaced or commissioned as appropriate	73

121 High Street, Dumfries– Condition Report

7.1	Services	Condition	recommendation	photo
	Electric heating to upper floors Storage heaters; electric panel heating	Heaters are ageworn and beyond their normal service life. Some storage radiators may contain asbestos contaminated materials	An asbestos inspection will determine whether storage radiators contain asbestos. A new heating system should be designed and installed to meet the needs of the future building use	74, 75, 76
7.5	Hot Water		Condition rating 2	
	Electric oversink heaters to sink in ground floor tea point and second floor sink and wash basin	Ageworn not tested	A new hot water system should be installed as part of a full refurbishment of the property	66
	Copper hot water cylinder with electric immersion heater, serves wash basin in staff toilet the kitchen sink	Basic installation; not tested	See above	77
7.6	Drainage		Condition rating 3	
	Mains drainage is assumed	No manholes were found within the building although there may be access to the system in the closes on north and south side. The provision is likely to be poor and inadequate for the future use of the building. It is assumed that drainage connections to the rear will be shared with other buildings before reaching a sewer	As part of a refurbishment of the buildings a new drainage system will be required to support the surface water and foul drainage requirements	

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8	Grounds	Condition	recommendation	photo
	Generally	<p>The site is almost entirely covered by building structures. Only the narrow close to the south provides external space. These areas were only inspected from the gated entrance to the pend at the south boundary.</p> <p>Drone photos and a photo taken from the rear of 117-119 show the limited extent of the external area</p>	Condition rating 2	78-81
8.1	Site access	Access is only available at present from the High Street main entrance and from the gated pend to the south side (under 119).	Consideration of access will be essential to enable construction works for refurbishment or alterations to take place	
8.2	<p>External spaces</p> <p>Paved close to South, no inspection of spaces to the south</p>	The close is used by the proprietors of Peter's Chip shop in the Midsteeple as a bin storage area	<p>Access should be arranged to allow a full inspection of the external areas to the north south and rear</p> <p>Landscaping and repairs to the closes will form a necessary part of a refurbishment</p>	
8.3	<p>Boundary walls</p> <p>Boundary walls are formed by buildings</p>	There is a vertical board fence at the West gable which closes the end of the close from the ground of 117-119		
8.4	Trees	There are no substantial trees within influencing distance of the building as far as could be seen from the gate. There is a tree close to the rear gable of the building on ground belonging to 117-119	Trees and vegetation should be removed or pruned as appropriate	82

121 High Street, Dumfries– Condition Report

8	Grounds	Condition	recommendation	photo
8.5	Outbuildings none			

121 High Street, Dumfries– Condition Report

9 Issues for Legal Advisors

9.01 A legal advisor or solicitor should clarify the following:-

- The condition report identifies structural and water ingress issues from the gables and chimneys of 117-119 and 123-127 High Street. The rights and responsibilities of the owners of 109 and 113 should be checked.
- The rights of access to the pend and passage way to the south side of the property should be checked. The space is gated at the High Street and secured at the west by a fence.
- We have not been provided with a copy of an asbestos management report for the building and have assumed that no asbestos is present. A copy of the asbestos management report should be obtained.
- We have not been provided with an electrical test certificate.
- The lease is held by Cashino which expires in 2nd October 2026. The company are not trading from the premises and are marketing the property for assignation or sublet of the lease. The transfer terms of lease in the case of sale by the landlord should be checked
- the repairing obligations of the tenant under the lease are not being met and the enforcement terms should be checked to see if costs could be recovered from the tenant or landlord in the event of purchase.

10 Surveyors Declaration

I confirm that I have surveyed the property and prepared this report



Signed

Robert Richmond

Surveyor's RICS No. 057398 Qualifications BSc, FRICS

For and on behalf of:-

McGowan Miller Construction Consultants

Address: - 36 George Street, Dumfries, DG1 1EH

Tel:- 01387 254283 ; E-Mail :- info@mcgowanmiller.co.uk

Property Address:- *121 High Street, Dumfries, DG1 2QT*







Client:- Dumfries High Street Ltd

Date of Report:- 25th August 2020

McGowan Miller Ltd

Appendix A

External photos

External Fabric	
 Aerial drone photograph showing a cluster of buildings with several chimneys visible on the roofline.	 Street-level photograph of a building facade featuring a prominent gable chimney on the left side.
<p>5.1 chimneys (drone photo)</p>	<p>5.2 left hand gable chimney</p>
 Street-level photograph of a row of white-painted buildings, with a gable chimney visible on the right side.	 Aerial drone photograph showing the rear roof slopes of a building, with a chimney visible on the right side.
<p>5.3 right hand gable chimney</p>	<p>5.4 rear roof slopes of 121 (on right), drone photo</p>
 Aerial drone photograph showing the rear roof of a building extending to a gable end.	 Aerial drone photograph showing a complex roof structure with slate roofs and a flat roof section.
<p>5.5 rear roof of 121 (on right) to gable, drone photo</p>	<p>5.6 slate roofs and flat roof to rear ; drone photo</p>

 A photograph of an attic space with a vaulted ceiling. The walls and ceiling are lined with a light-colored material. A dark, rectangular object is visible on the floor.	 A close-up photograph of a vaulted ceiling with several white pipes or cables running across it. The ceiling appears to be made of a dark material with some infilled sections.
<p>5.7 lined attic</p>	<p>5.8 rear shop original vaulted ceiling and infilled rooflights</p>
 A photograph of an attic space showing significant water damage. The walls and ceiling are stained and discolored, particularly on the right-hand side.	 A photograph of a ceiling in a back shop. A ceiling tile is missing, revealing a yellowish, damaged area underneath. A light fixture is visible on the ceiling.
<p>5.9 attic right hand gable; water ingress</p>	<p>5.10 back shop; damaged ceiling tile</p>
 A photograph of a flat roof area with a valley. There is significant water damage and staining on the roof surface, particularly around the valley.	 A photograph of the front elevation of a building. The building is white with several windows. A dark gutter is visible along the roofline.
<p>5.11 flat roof and valley; water ingress</p>	<p>5.12 front elevation CI gutter</p>

	
<p>5.13 rear elevation cantilever stair extension</p>	<p>5.14 rear elevation PVC gutters</p>
	
<p>5.15 drone photo main roof</p>	<p>5.16 front elev from Midsteepie steps</p>
	
<p>5.17 second floor structural ties</p>	<p>5.18 fire escape door to south close</p>



5.19 rot at lower edge of dor



5.20 shop front



5.21 left hand shop front and door detail



5.22 right hand shop front and door detail



5.23 second floor window lower sash



5.24 second floor window sashes



5.25 second floor window sill corner



5.26 second floor window sill corner







5.27 windows to rear cantilever

Appendix B

photos - internal, services and external areas

Internal Fabric	
 A photograph of an attic space showing a white gable wall on the left and a wooden floor. A black bag is on the floor to the right.	 A close-up photograph of a hand holding a yellow moisture meter against a white wall. The wall shows signs of peeling paint and damaged plaster.
6.01 attic left hand gable wall to 119	6.02 Damp and damaged paint and plaster of gable wall
 A photograph of a white wall in an attic, showing a large, brownish, irregular stain on the right side, indicating dampness.	 A close-up photograph of a hand holding a yellow moisture meter against a white wall. The meter's display shows a high reading, indicating significant moisture.
6.03 right hand gable in attic damp stain	6.04 high damp meter reading
 A photograph of a hand holding a yellow moisture meter against a white ceiling. A red laser line is visible on the ceiling surface.	 A photograph of a hand holding a yellow moisture meter against a white wall next to a staircase. The wall shows signs of water ingress and staining.
6.05 attic ceiling at 119 gable	6.06 wall next stair on ground floor; water ingress from roof defects

	
<p>6.07 ceiling under flat roof black mould</p>	<p>6.08 external wall under flat roof</p>
	
<p>6.09 views of cellar walls</p>	<p>6.10 views of cellar walls</p>

	
<p>6.11 wall in cellar</p>	<p>6.12 damp meter reading on cellar wall (typical)</p>
	
<p>6.13 floor joist in cellar built into damp masonry</p>	<p>6.14 damp reading on plastered cellar wall typical</p>
	
<p>6.15 staining and mould on shop wall linings</p>	<p>6.16 damp readings on shop wall linings</p>

	
<p>6.17 first floor left hand office ceiling mould</p>	<p>6.18 damp reading on mould</p>
	
<p>6.19 shop carpet</p>	<p>6.20 shop area carpet</p>
	
<p>6.21 first floor soiled carpets</p>	<p>6.22 vinyl sheet to corridor</p>

	
<p>6.23 second floor landing old vinyl tiles (asbestos?)</p>	<p>6.24 second floor store room old vinyl tiles (asbestos?)</p>
	
<p>6.25 shop area ceiling damp stains</p>	<p>6.26 shop area ceiling damp stains</p>
	
<p>6.27 shop area ceiling broken and damaged tiles, cables</p>	<p>6.28 shop area missing tiles, ventilation ducts and cables</p>

	
<p>6.29 first floor suspended ceiling</p>	<p>6.30 first floor plaster ceiling</p>
	
<p>6.31 first floor gaps between wall and ceiling</p>	<p>6.32 second floor damp staining</p>

	
<p>6.33 second floor ceiling attic stair</p>	<p>6.34 attic floor damp staining</p>
	
<p>6.35 chimney breast first floor front</p>	<p>6.36 no flue ventilation</p>
	
<p>6.37 chimney breast to LH gable (no 119)</p>	<p>6.38 kitchen fittings in first floor front left</p>



6.39 shelving in front mid store room



6.40 seating and table in kitchen



6.41 sink and worktop in kitchen



6.42 second floor rear right room sinks



6.43 Kitchen lockers




6.44 toilets pipe boxing



6.45 stairs to cellar



6.46 stair to first floor landing in cantilever projection

	
<p>6.47 stair treads with water from leaking roof</p>	<p>6.48 steps to fire escape on gable</p>
	
<p>48 straight flight to landing</p>	<p>6.50 short flight to first floor</p>



6.51 turning stair to second floor



6.52 turning stair to second floor



6.53 stair at second floor landing



6.54 stair at turning treads

	
<p>6.55 straight flight to attic</p>	<p>6.56 top of attic flight</p>
	
<p>6.57 front entrance screen</p>	<p>6.58 vestibule; entrance screen</p>
	
<p>6.59 shop fire escape and first floor stair access</p>	<p>6.60 first floor doors and skirtings</p>



6.61 first floor doors



6.62 second floor doors



6.63 ground floor tea point



6.64 first floor kitchen








6.65 first floor staff toilet



6.66 second floor kitchen sink and wash basin

	
<p>6.67 second floor WC</p>	<p>7.68 lighting to shop area</p>
	
<p>7.69 electrical boards</p>	<p>7.70 3 phase supply in-come</p>
	
<p>7.71 incoming water main lead pipe</p>	<p>7.72 cold water tank in attic</p>

	
<p>7.73 air condition ceiling cassette</p>	<p>7.74 electric panel heater</p>
	
<p>7.75 storage radiator first floor</p>	<p>7.76 storage radiator second floor</p>
	
<p>7.77 hot water cylinder</p>	

	
<p>8.78 Close to south</p>	<p>8.79 canopy over rear exit door to close</p>
	
<p>8.80 drone photo showing close between 121 and 117-119 and rear fence</p>	<p>8.81 drone photo showing canopy and air handling units in close</p>
	
<p>8.82 rear fence and gable of 121</p>	

Appendix C

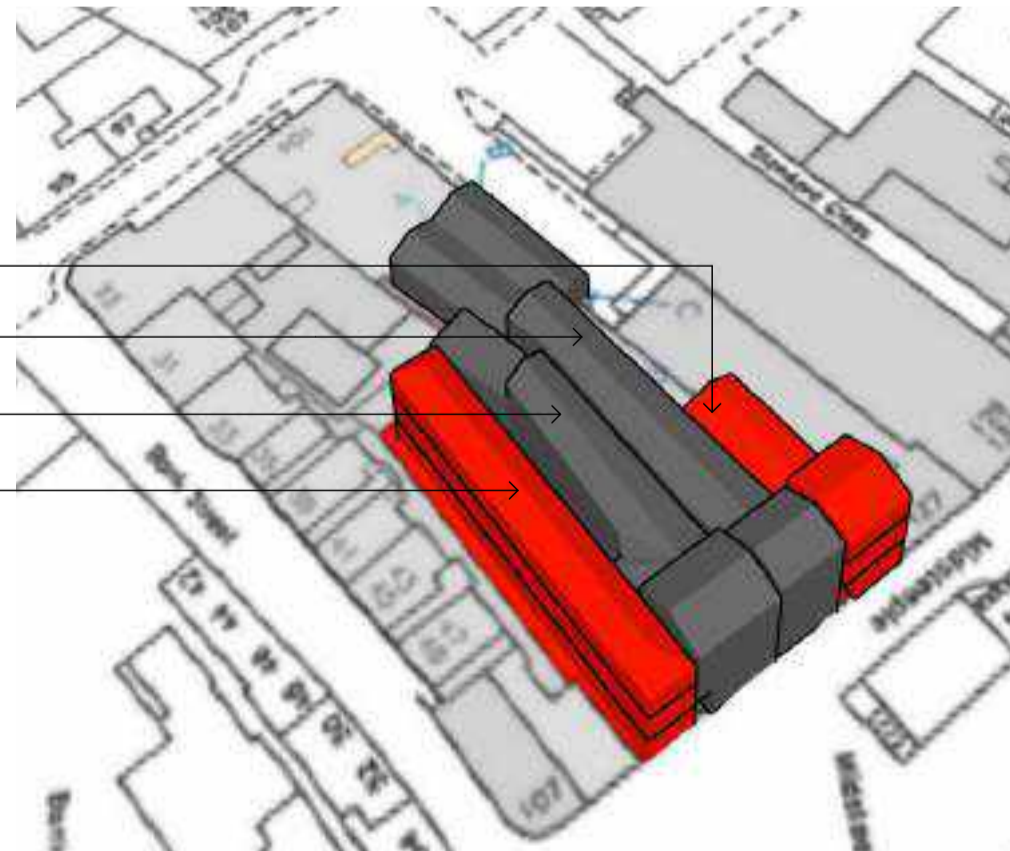
Location Plan



Pend
 121 High Street
 117 High Street
 113/ 115 High Street
 111 High Street
 Pend

Location Plan
 Midsteeples Quarter

121 High Street
 117 High Street
 113/115 High Street
 111 High Street



3d sketch
 Midsteeples Quarter



3d sketch
 Midsteeples Quarter

Notes / Key:

Location plan provided by Community Enterprise

Do not scale from this drawing.
 All existing dimensions to be checked on site prior to commencement of works or manufacturing of components.
 Any discrepancies to be brought to the attention of the architect - if in doubt, ask.

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201 White Studios, 62 Templeton Street, Glasgow, G40 1DA
 Tel: 0141 551 8383
 Web: www.johngilbert.co.uk

Client
Community Enterprise

Project
Midsteeples Quarter Reg.

Title
Location Plan

Project Status **Feasibility**

Job No **04319** Scale at A3 N/S

Drawn by
 Bla Date of issue
 08/07/2020

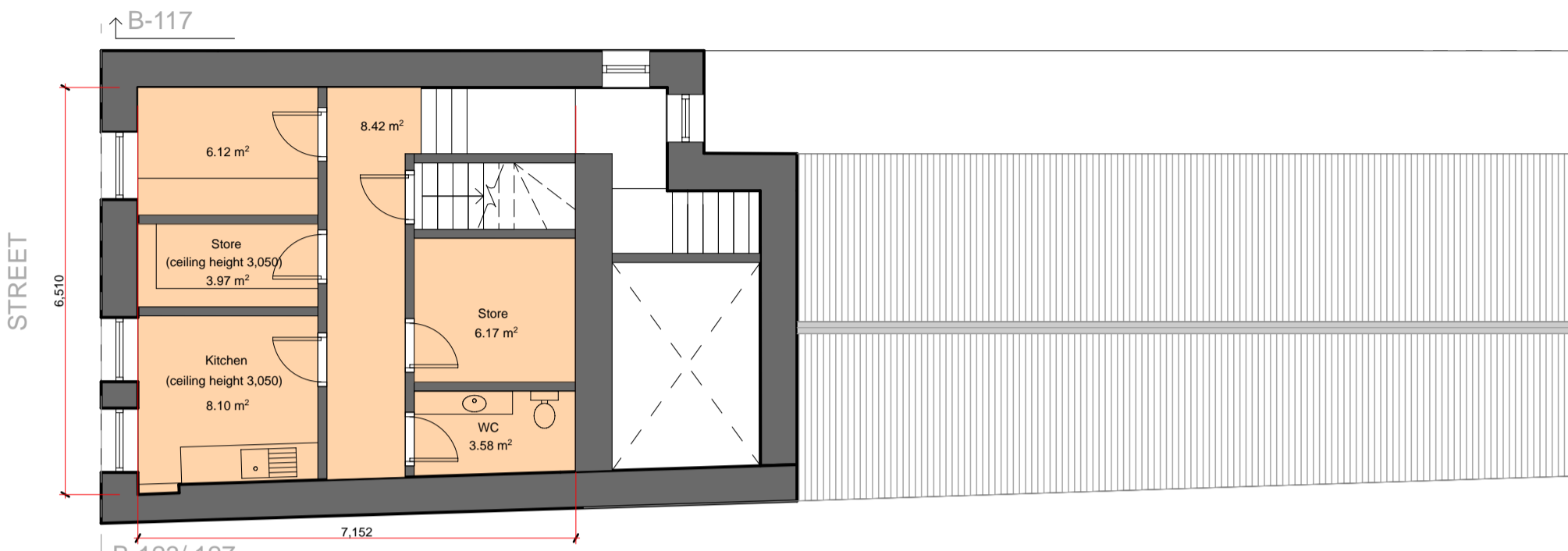
Rev. Amendment Date

DRAFT

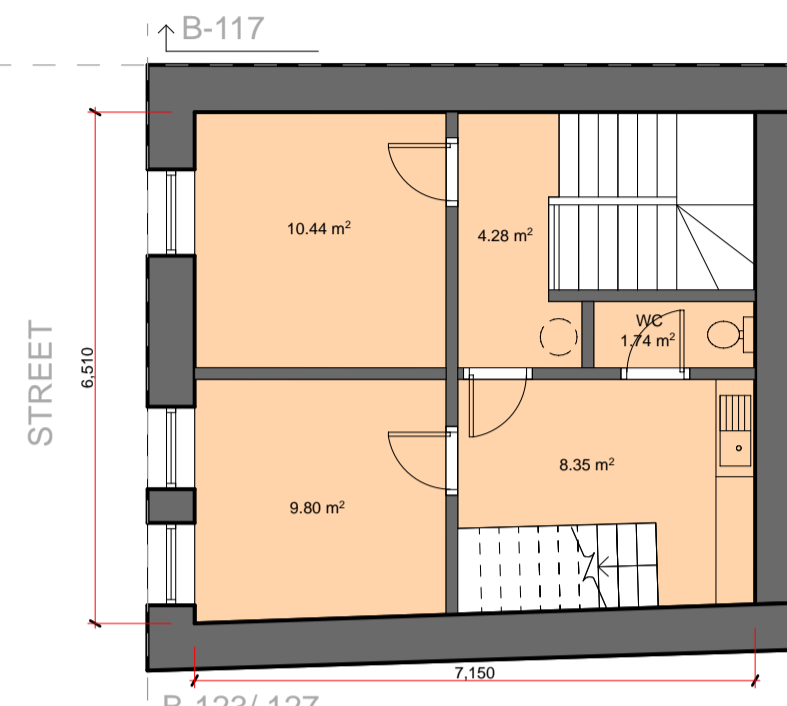
Drg No. Rev
[LP]01

Appendix D

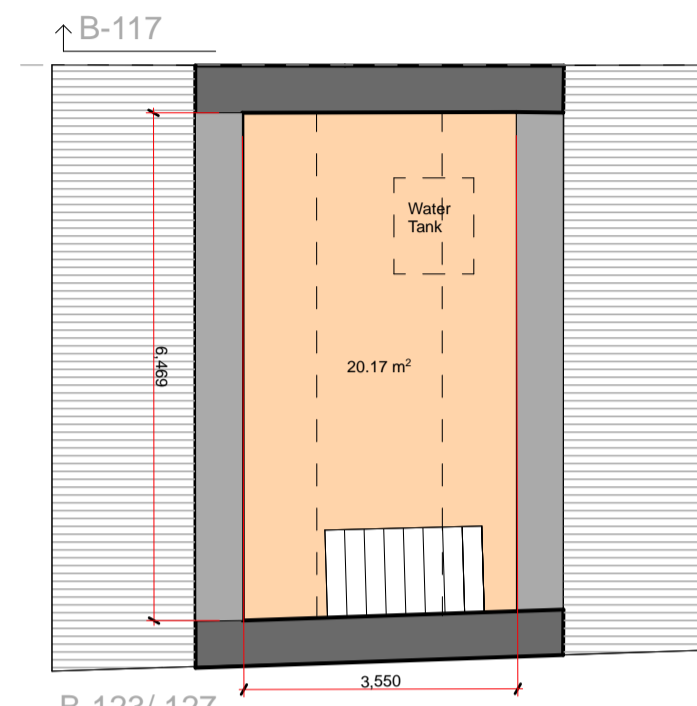
Existing floor plans



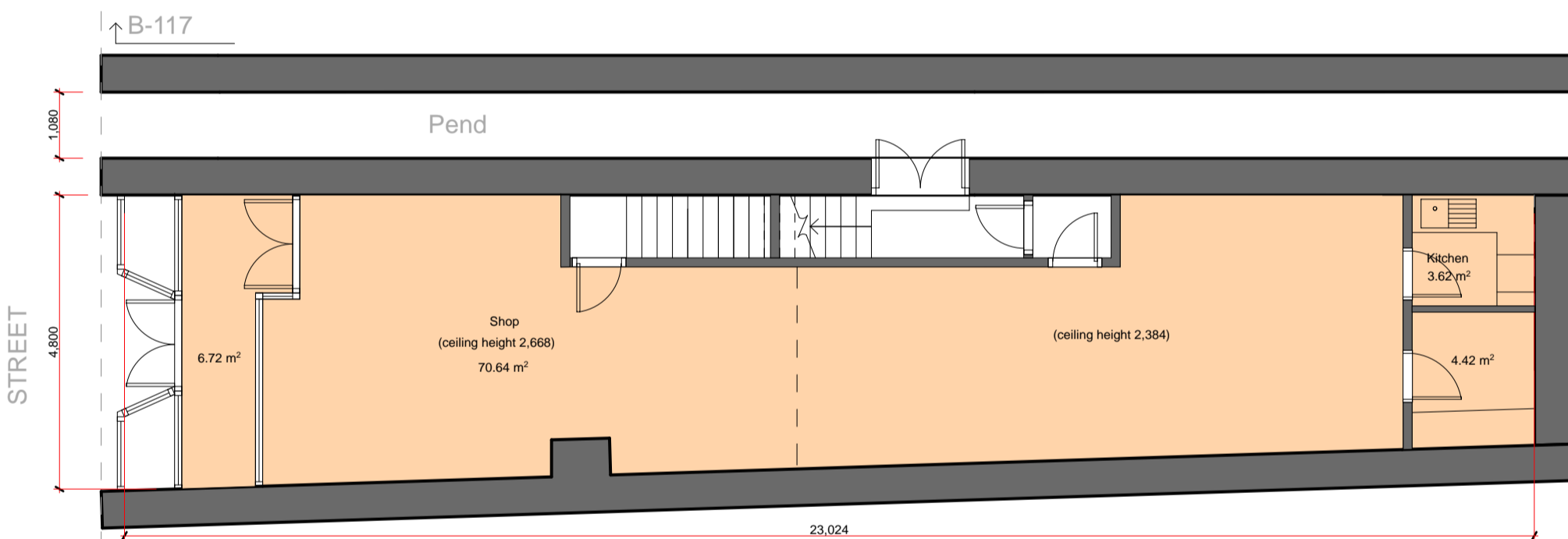
121 High Street
First Floor-plan



121 High Street
Second Floor-plan



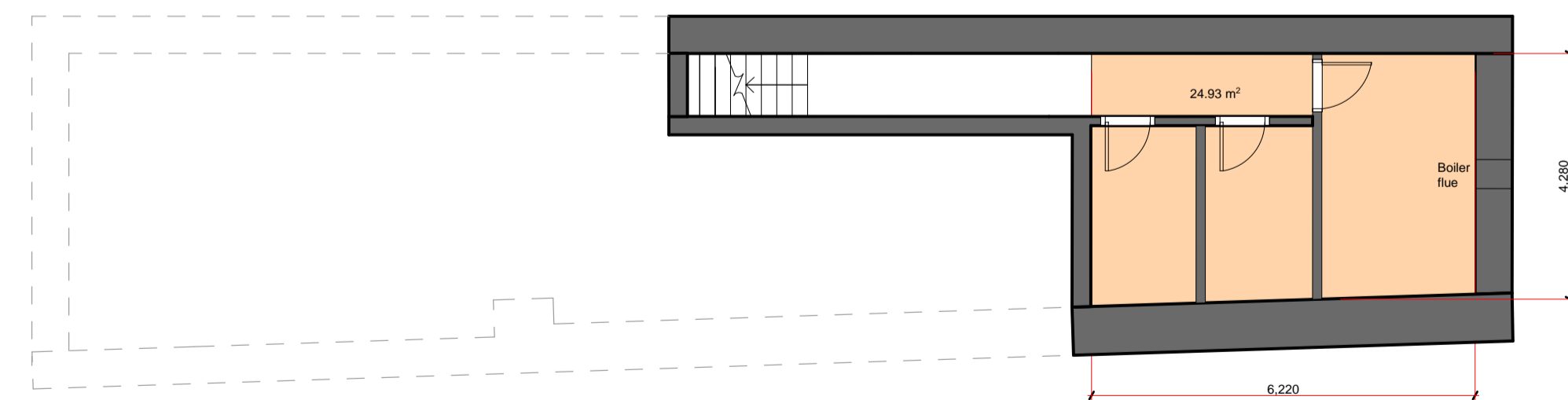
121 High Street
Attic Floor-plan



121 High Street
Ground Floor-plan



121 High Street
Front view



121 High Street
Basement Floor-plan



121 High Street
Front view

Note: dimensions need to be checked on-site

Do not scale from this drawing.
All existing dimensions to be checked on site prior to commencement of works or manufacturing of components. Any discrepancies to be brought to the attention of the architect - if in doubt, ask.

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Tel: 0141 551 8383
Web: www.johngilbert.co.uk

Client
Community Enterprise

Project
Midsteple Quarter Reg.

Title

**B-121
Existing Floor-plans**

Project Status
Feasibility

Job No
04319 Scale at A2
1:100, 1:340.33

Drawn by
Bla Date of issue
08/07/2020

Rev. Amendment Date

DRAFT

Drg No. Rev
[EE]02

Appendix E

Energy Performance Certificate

Energy Performance Certificate

Scotland

Non-Domestic buildings and buildings other than dwellings

121-123 High Street, Dumfries DG1 2QT

Date of assessment: 24 March 2016
Date of certificate: 31 March 2016
Total conditioned area: 220.53m²
Primary energy indicator: 514 kWh/m²/yr

Reference Number: 9152-3447-6463-0600-4925
Building type: Retail/Financial
Assessment Software: EPCgen, v5.2.g.3
Approved Organisation: Elmhurst Energy Systems

Building Energy Performance Rating

Excellent



Net Zero Carbon or better

(0-15)

A

(16-30)

B

(31-45)

C

(46-60)

D

(61-80)

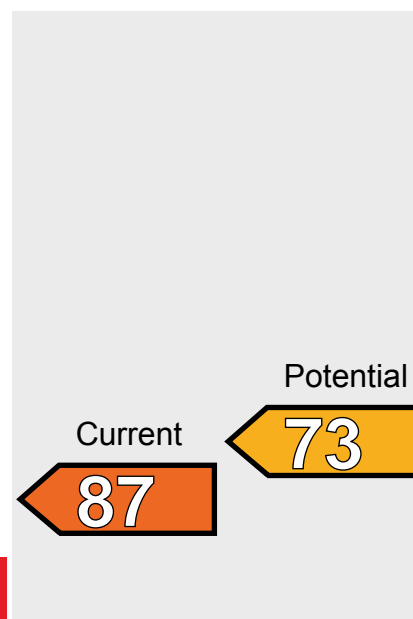
E

(81-100)

F

(100+)

G



Very Poor

Approximate Energy Use:

167 kWh per m² per year

Approximate Carbon Dioxide Emissions:

86.87 kgCO₂ per m² per year

The building energy performance rating is a measure of the effect of a building on the environment in terms of carbon dioxide (CO₂) emissions. The better the rating, the less impact on the environment. The current rating is based upon an assessor's survey of the building. The potential rating shows the effect of undertaking all of the recommended measures listed below. The Recommendations Report which accompanies this certificate explains how this rating is calculated and gives further information on the performance of this building and how to improve it.

Benchmark

A building of this type built to current building regulations at the date of issue of this certificate would have a building energy performance rating of:



Recommendations for the cost-effective improvement of energy performance

1. Replace 38 mm diameter (T12) & 26 mm diameter (T8) fluorescent tubes on failure with 16 mm (T5) tubes.
2. Replace tungsten GLS lamps with CFLs: Payback period dependent on hours of use.
3. Consider installing an air source heat pump.

There are additional improvement measures applicable to this building. Refer to the Recommendations Report.

THIS PAGE IS THE ENERGY PERFORMANCE CERTIFICATE WHICH MUST BE AFFIXED TO THE BUILDING AND NOT BE REMOVED UNLESS REPLACED WITH AN UPDATED CERTIFICATE.

Background

This section provides additional information regarding the building and your energy assessment.

Building type:	Retail/Financial and Professional services
Total useful floor area:	221m ²
Main heating fuel:	GridSuppliedElectricity
Building Environment:	AirConditioning
Renewable energy source:	Heat pumps
Electricity:	Grid supplied

The Recommendations Report provides additional information in support of your Energy Performance Certificate. It was produced in line with the Government's approved calculation methodology and is based upon output from CLG, iSBEM, v5.2.g, SBEM, v5.2.g.3.

This calculates energy used in the heating, hot water provision, lighting and ventilation of your building. Different fuels produce different amounts of carbon dioxide for every kilowatt hour (kWh) of energy used. The calculation methodology therefore applies fuel emission factors to energy use for each fuel used to give an overall rating for your building. This assessment covers all fixed building services but excludes energy used in portable appliances, office equipment and for industrial processes.

As buildings can be used in different ways, energy use is calculated using standard occupancy assumptions which may be different from the way you use your building. The rating also uses national weather information to allow comparison between the performance of similar buildings in different parts of Scotland.

Further information on the assessment process and approved software tools can be found online at: www.scotland.gov.uk/epc.

Recommendations for improvement

This section lists the improvement measures recommended on your Energy Performance Certificate and further action you can take to improve the performance of your building. These measures have been checked by your assessor as being appropriate for your building and are listed under four headings: short payback period, medium payback period, long payback period and other improvement measures.

The calculation tool has automatically produced a set of recommendations which are reviewed by your assessor to ensure that they are relevant to the building and its use. The assessor may add or remove recommendations and may also have commented on the recommendations based upon their professional knowledge and expertise. This may include inserting additional recommendations or measures under 'other recommendations' (see below).

Note that these recommendations do not include advice on matters relating to the operation and maintenance of your building as such cannot be identified or represented within the calculation process.

Implementing improvements - legal disclaimer.

The advice provided in this Recommendations Report is intended to be for information only. Recipients of this report are advised to seek further professional advice before making any decision on how to improve the energy performance of the building.

Recommended measures with a short payback period (less than 3 years)

Recommendations (short payback)	Potential Impact
Replace tungsten GLS lamps with CFLs: Payback period dependent on hours of use.	LOW

Recommended measures with a medium payback period (3 to 7 years)

Recommendations (medium payback)	Potential Impact
----------------------------------	------------------

Recommended measures with a long payback period (more than 7 years)

Recommendations (long payback)	Potential Impact
Consider installing an air source heat pump.	HIGH

Other measures

This section lists other measures selected by your assessor based upon an understanding of the building and/or a valid existing Recommendations Report.

Recommendations (other)	Potential Impact
Replace 38 mm diameter (T12) & 26 mm diameter (T8) fluorescent tubes on failure with 16 mm (T5) tubes.	MEDIUM

Payback period:

Payback periods are based upon data provided by Good Practice Guides and Carbon Trust energy survey reports and are average figures calculated using a simple payback method. It is assumed that the source data is correct and accurate, using up to date information.

They should be considered indicative. The figures have been calculated as an average across a range of buildings and may therefore differ from the actual payback period for the building being assessed. It is recommended that the cost effectiveness and payback of each suggested measure be further investigated before making any decision on how to improve the energy efficiency of your building.

Carbon Impact:

Each measure is assigned a low, medium or high potential impact on the energy efficiency of your building. This relates to their potential to reduce carbon dioxide emissions arising from energy used in your building. For automatically generated recommendations, the carbon impact is determined by the approved software but may be adjusted by your assessor based upon their knowledge of the building. The impact of 'other recommendations' is determined by the assessor.

Comparative assessment - Feed-in Tariff

Eligibility for standard tariff for solar PV under the DECC Feed-in Tariff initiative is contingent on a minimum energy efficiency requirement being met. This requires a building to have an EPC band of D or better. Further information can be found at: www.decc.gov.uk/fits This requirement is based upon the means of determining EPC band which is used in England & Wales.

If calculated using this process, but using Scottish climate data, your building would currently have an EPC band of F (and a rating of 139).

Requirements under section 63 of the Climate Change (Scotland) Act

From 1 September 2016, regulations require the assessment and improvement of existing non-domestic buildings with an area of more than 1,000 m². See www.gov.scot/section63 for information.

As this building does not exceed 1,000 m² in area, it is not currently subject to these regulations.

About this document

This report and the accompanying Energy Performance Certificate are valid for a maximum of ten years. These documents cease to be valid where superseded by a more recent assessment of the same building carried out by a member of an Approved Organisation.

Your Energy Performance Certificate and this Recommendations Report for this building were produced following an energy assessment undertaken by an assessor accredited by Elmhurst Energy Systems (<http://www.elmhurstenergy.co.uk>), an Approved Organisation Appointed by Scottish Ministers. The certificate has been produced under the Energy Performance of Buildings (Scotland) Regulations 2008 from data lodged to the Scottish EPC register. You can verify the validity of this document by visiting www.scottishepcregister.org.uk and entering the report reference number (RRN) printed at the top of this page.

Assessor's name: Neil McCreath
Assessor membership number: EES/016018
Company name/trading name: EPC Options Ltd
Address: PO Box 28618, Edinburgh EH4 9DE
Phone number: Information not provided by the user
E-mail address: neil.mccreath@epcoptions.co.uk

If you have any concerns regarding the content of this report or the service provided by your assessor you should in the first instance raise these matters with your assessor and with the Approved Organisation to which they belong. All Approved Organisations are required to publish their complaints and disciplinary procedures and details can be found online at the web address given above.

Use of this energy performance information

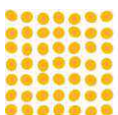
Once lodged by your EPC assessor, this Energy Performance Certificate and Recommendations Report are available to view online at www.scottishepcregister.org.uk, with the facility to search for any single record by entering the property address. This gives everyone access to any current, valid EPC except where a property has a Green Deal Plan, in which case the report reference number (RRN) must first be provided. The energy performance data in these documents, together with other building information gathered during the assessment is held on the Scottish EPC Register and is available to authorised recipients, including organisations delivering energy efficiency and carbon reduction initiatives on behalf of the Scottish and UK governments. A range of data from all assessments undertaken in Scotland is also published periodically by the Scottish Government. Further information on these matters and on Energy Performance Certificates in general, can be found at www.gov.scot/epc.

A busy lived in, lively, prosperous and inviting High Street

111 and 121 High Street in Dumfries Business Plan

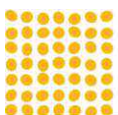
Dumfries High Street Limited (t/a Midsteeple Quarter)

August 2020



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1. Introduction and Background

1.1 Background and Aims

Midsteeples Quarter (MSQ) is an ambitious initiative seeking to establish a new vision for Dumfries town centre. Though its plans fit with national and regional development and regeneration policy and strategy, it is not top down. It is a grassroots response to local community-led consultation. Over a number of years, MSQ has worked to realise the consensus of people, businesses, groups and agencies that a priority for a 'Future Dumfries' is a more diverse town centre where people live and work among a mix of new businesses, shops, culture, leisure and local services.

The broad project (which the purchase of 111 and 121 sits within) will see the local community take back control of a group of underused and neglected High Street buildings and refurbish these as a contemporary living, working, socialising, learning and enterprising quarter.

A new beating heart that will be a catalyst to grow a new thriving and resilient town.

Midsteeples Quarter intends to take ownership of a group of disused buildings on the High Street, refurbish and steward them for the community, taking into account such elements as affordable enterprise space at street level and high quality affordable homes on the upper floors. The overall vision is encapsulated within the MSQ Blueprint¹ and Masterplan².

The physical Masterplan is included in the Dumfries and Galloway Local Development Plan 2 as an allocated mixed-use site and was approved as Planning Guidance by Dumfries and Galloway Council in November 2019.

MSQ currently own two properties (135-139 High Street and 1 Standard close to the rear) and have recently concluded missives with a date of entry of 11th Sept 2020 on two further properties: 113-115 and 117-119 High Street which are directly adjacent to 111 and 121 High Street. They have therefore built experience in asset acquisition and development. All four properties have been empty for many years and, owned together, present a substantial opportunity to bring them back into productive use.

The previous work undertaken for 113-115 and 117-119 has been drawn on to support this current feasibility study.

MSQ has received long-term support from Dumfries & Galloway Small Communities Housing Trust (DGSCHT) in relation to community-led housing. 111 and 121 flank either side of 113-115 and 117-119, and their acquisition will see MSQ take ownership of a row of 4 properties, radically changing this section of Dumfries High Street and developing 5 out of 8 properties in the identified area. This feasibility study fits within this broader context.

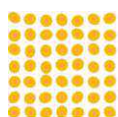
Both properties are in separate private ownership and both owners are receptive to the possibility of a purchase of these assets. Both properties have been vacant for a number of years with consequent deterioration in internal and external condition.

MSQ are seeking a view around future redevelopment strategy for the buildings within the context of the wider Masterplan including working with DGSCHT on clarifying the nature and scale of community housing.

MSQ have led on a range of innovative and empowering community consultations over many years and this process fits into that longer history. Much of that utilises the language of radical protest. "Doon toon army – take it to the street".

¹ https://www.midsteeplesquarter.org/wp-content/uploads/2020/02/MSQ_Blueprint_2020_PRINT1.pdf

² https://www.dumgal.gov.uk/media/22146/Midsteeples-Quarter-Masterplan/pdf/Midsteeples_Quarter_Masterplan_LDP2_Nov_2019.pdf?m=637098381229270000



1.2 Midsteeples Quarter and The Stove Network

The Stove Network is a well-established and highly respected community led creative and artistic social enterprise. It is a company limited by guarantee (registered in 2011) and a registered charity (registered in 2014). Though legally entirely separate, the Stove Network was instrumental in stimulating the Midsteeples Quarter project.

Midsteeples Quarter (MSQ) is the trading name of Dumfries High Street Limited (DHSL), a Community Benefit Society established to enable local people to help shape a prosperous, compassionate and vibrant Dumfries town centre for the future. DHSL was formally established on the 24th April 2017. It is registered with Financial Conduct Authority. Anyone can become a member of the society, but only people and businesses resident in DG1 and DG2 (wider Dumfries area) have voting rights. DHSL was publicly launched on 7th April 2018 and to date has in excess of 400 members. DHSL is the applicant body for the Scottish Land Fund application.

The organisation has set up Dumfries High Street Properties Ltd (DHSPL) as a wholly owned trading subsidiary of the main community benefit society. This offers an opportunity to out-source some of the governance and management of the whole project.

Stakeholders include Dumfries and Galloway Council, South of Scotland Enterprise, Scottish Government, Scottish Futures Trust, the Holywood Trust and the Dumfries and Galloway Small Communities Housing Trust.

1.3 Summary of Consultation and Research

Assets in the Area

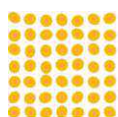
- The overall vision is encapsulated within a clear Blueprint and strategic Masterplan.
- The project is nationally known as an exemplar of town centre regeneration and has a strong policy fit with a range of areas, nationally and regionally.
- The area contains a wide variety of listed buildings and monuments as well as strong connections to famous figures such as Robert Burns, Robert the Bruce, J.M. Barrie, Jane Haining and Thomas Carlyle which contribute both to local pride in place and an opportunity to attract visitors.
- A higher proportion of the population are economically active than the regional and Scotland averages (70.5% compared to 67.7% and 69%, respectively)

Challenges in the area

- The town centre has deteriorated over recent years and is in need of a new vision.
- Dumfries has one of the lowest levels of residential living of any High Street in Scotland
- There are significant pockets of deprivation, concentrated in the areas of Lochside and Lincluden and Dumfries Central which are in the top 10% datazones for relative deprivation. There are also areas of rural isolation
- This is an area of stark inequality. Parts of Dumfries record the lowest male life expectancy rates for Dumfries and Galloway (Lochside and Lincluden - 72 years and Dumfries Central - 73 years). In contrast, other areas locally have amongst the highest regional male life expectancy (Troqueer - 83.5 years and Georgetown - 83.5 years)
- 5,442 (10.7%) of local residents are considered to be amongst the 10% most deprived in Scotland in relation to general deprivation.
- A further 2,450 people are within the most deprived in terms of service access

Support and Demand for the Project

- The research evidenced overwhelming support for community ownership. This builds on previous evidence that the community are behind the masterplan. Various pieces of community



consultation led to the beginnings of a consensus across different stakeholder groups that Dumfries town centre should have a mixed and resilient offer of spaces for living, working, socialising, learning and enterprise.

- The location of the two buildings is valuable on the high street

The Asset

- 111 is in a poor state of repair and 121 needs significant upgrading.

Development ideas

Enterprise Space and learning

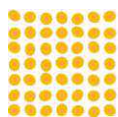
- Simply letting business space has limited demand and social impact. Entrepreneurial centres such as Elevator, the Melting Pot and Can Do Crieff are sustainable example of providing space to entrepreneurs, social enterprises, innovators and creatives which also offer programmes of support, networking etc.
- Entrepreneurial incubator space emerged as a priority during the early research with a particular focus on creative spaces.
- Ryden's Business Incubation Units Scoping Study for Dumfries and Galloway (2018) notes that access to affordable and reasonable quality business premises is critical to business creation and growth and identified a gap across Dumfries and Galloway.
- Space for community businesses particularly linked to local wealth building attracted 374 votes in the All our Ideas digital survey.
- This idea received strong support from the Chamber of Commerce and the Guild. A route of progression for artists and makers is being established by the Guild from trialling their business/product at Dumfries Market Festival and progressing to use retail space at the Linen Bank. These businesses are currently unable to take the next step with their own retail space on the High Street.
- Dumfries & Galloway Council Economy & Resources were not supportive of generic letting, on the basis that there is an oversupply of retail space so something bespoke and with synergy is needed, rather than generic bookable space.
- A print studio was supported by local artists. A print studio provides opportunities for classes and events which can draw in and engage the community but there is potential competition with Gracefield (which could move). Examples of creative hubs such as the Glasgow Print Studio, Edinburgh Print Makers, Out or the Blue and others combine the above concept of more than rental but add a creative focus.
- Though the MakLab concept went into liquidation, anecdotal evidence suggests that this was not due to financial viability.
- Support for business start-ups was also high in the housing needs analysis.
- Strategic links with market stalls and early incubation in the Linen Bank over entry and expansion points for enterprises.

Learning

- 23.2% hold higher education qualifications, which is lower than the national average but slightly higher than regional figures.
- Learning emerged as important during early community consultation
- The Learning Town project has been a priority for the Council, and while there are learning campuses 'on the doorstep', there is no strong High Street asset that links the learning experience with the world of work

Leisure

- The community survey identified demand for a wide range of leisure activity



- The Stakeholder summit indicated a potential demand for a community cinema but further research with individuals and through community consultation confirmed that there was limited demand and potential displacement for this idea. SWMF want to create an annual festival at the Theatre Royal and aim to encourage screen activity in the region: so young people can access training (e.g. in digital media) and aspire to jobs in the screen industries. There may be space for this in 111 or 121.
- The digital survey indicated support for a variety of leisure accessible to all from theatre to music and various entertainment ideas (303 votes) including specific reference to the night economy (55 votes). A café or cinema were not strongly supported but ideas around an art gallery (and specifically the re-siting of Gracefield) were felt to be opportunities.
- Concern was raised however about the mix of noisy leisure activity and the desire to develop town centre homes above.
- There are a number of cafes in and around the MSQ, and close to the 111 and 121 High Street. A further café at these properties would be likely to duplicate or displace these services – which include small independent businesses as well as chains.

Retail

- Standard retail was not supported due to changing customer habits, but new kinds of retail such as the sale of local produce and products, (linked to a re-use as a concept) was supported. The digital survey supported a local produce outlet including food but also non-food items some of which made in the enterprise units with 567 votes. However, there is a greengrocer round the corner who is providing local produce so this would be clear displacement.
- Links to the Linen Bank identified a need for pop up retail to allow local businesses to trial products
- A repair/reuse shop may fit better with the concept of the creative space

Community

- Though generic community use was not hugely demanded, a gathering space to draw people together and a major focus on young people (450 votes) were the biggest demands.

Housing

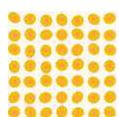
- DGSCHT research indicated that the demand for housing was there but as it was a new approach to town centre living, specific demand would need to be stimulated. There was a low but significant interest in housing in the digital survey.
- This emerged as a priority during the early research
- 74% of respondents to the housing survey showed support for community ownership of housing with a mix of tenants. Most favoured affordable housing.
- Though co-housing was supported in principle, it was found to be complex and challenging to achieve in reality. Intergenerational approaches were favoured.
- Dovetailing town centre housing with other activity is vital for sustainability.
- Outside space was viewed as essential for people

Financial viability

- The financial model shows that the project is financially viable. Financial modelling at this stage indicates strong sustainability depending on the extent of any re-payable finance.

Fundability

- Grant funds are currently highly competitive, and sources of capital grants are significantly reduced from previous years so innovation is required when looking at the funding of the project.



Challenges to consider

- MSQ will need to work collaboratively to avoid displacing existing activity.
- Deprived communities in the Lochside and Lincluden part of the town can be reluctant to travel to other parts of Dumfries or access existing facilities in the town centre, and this presents a challenge as well as a real opportunity to provide a community space which benefits people living in these areas.
- The medium and longterm impacts of the coronavirus pandemic are uncertain but is likely to have a significant impact on the future direction of any project.

Capacity to deliver

- The Midsteeple Quarter board has a high capacity, with significant professional and third sector experience. MSQ currently owns one property and is in the process of acquiring 113-115 and 117-119 High Street so have built experience in asset acquisition and development.
- The current articles of association are being amended to fit with the guidance of the Scottish Land Fund.

1.4 The Master Plan and Blueprint

The overall vision is encapsulated within the MSQ Blueprint³ and Masterplan⁴.

The Blueprint sets out proposals to reposition the Midsteeple Quarter site as a vibrant and sustainable town centre neighbourhood, supporting a more successful Dumfries High Street. The Midsteeple Quarter project plans to create over 60 new homes and 50 new commercial spaces in a new neighbourhood sheltered within a town block which will become home to around 200 people. It will be a neighbourhood that is:

- diverse, adaptable and driven by community needs, aspiration and enterprise
- recognises and respects the environment
- promotes and profiles the importance of Scotland's towns and places.

The design principles informing the proposals reflect the Midsteeple Quarter Master Plan, which was formally adopted as Planning Guidance by the Council in November 2019. The principles focus on:

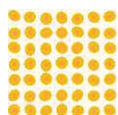
- Creating a town centre for living and embracing change
- Re-introducing mix, scale, adaptability (housing and non-housing uses)
- Better public and private realm
- Exemplar energy standards and sustainable design
- Understanding conservation value
- Creative adaptation / New into old

A Masterplan has been produced by ARPL Architects to guide the regeneration of the Midsteeple Quarter Site. Dumfries and Galloway Council adopted the document as Supplementary Guidance for the Local Development Plan in November 2019. The Masterplan is founded on three Key Principles:

1. The local community taking the lead on redevelopment
2. Repopulating the town centre by creating high-quality affordable housing on upper floors
3. Dynamic, engaging street level activity supporting a mixed and vibrant local economy

³ https://www.midsteeplequarter.org/wp-content/uploads/2020/02/MSQ_Blueprint_2020_PRINT1.pdf

⁴ https://www.dumgal.gov.uk/media/22146/Midsteeple-Quarter-Masterplan/pdf/Midsteeple_Quarter_Masterplan_LDP2_Nov_2019.pdf?m=637098381229270000





1.5 The Assets



This study is considering two properties

111 High Street Dumfries DG1 2QT

Built in the late 19th Century.

Accommodation

- Ground floor – retail area; customer changing cubicles and storage including a steel framed mezzanine
- First floor – stores, staff toilets, staff tea room, offices
- Second floor – stair head and corridor partitioning to open plan area; former roof lights boarded over, vaulted to underside of roof

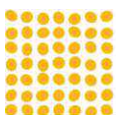
Areas

- Ground floor – 152m²
- First floor - 120m²
- Second floor (not stated) but extends over the same floor area as the lower floors

The frontage is directly onto the pedestrianised High Street. The “Plain Stanes” performance area is opposite the frontage. The frontage is 4.5m wide. There is a close to the north side of the property which is gated and locked. There is a small rear garden area to the rear (west) with doors from the rear store to the rear and to the close to the North.

The building was once a print works.

111 valuation is £60,000

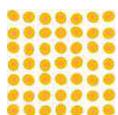


The conditions survey indicated that the property is in poor condition. It has been unoccupied for some years and maintenance has been neglected (maintenance of the property is difficult owing to the lack of access). There is dampness caused mainly by rainwater penetration and defects at the abutments with the neighbouring buildings.

Any repair work will need to be considered in conjunction with the treatment of rot, temporary structural supports, and the proposed future use of the property.

The building is B listed

Existing Floor Plans



121 High Street Dumfries DG1 2QT



The building is a long narrow town centre retail unit in a high street terrace. The building is within the Dumfries town centre conservation area and has been given a grade B in the list of buildings of historic or architectural interest by Historic Environment Scotland. Built in the late 19th Century.

Accommodation

Cellar – 3 store room

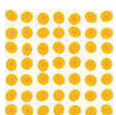
- Ground floor – foyer area, retail area; staff kitchen and office stair access to cellar and upper floors
- First floor – stores, staff toilets, staff tea room, office
- Second floor – 2 office rooms, staff room with WC and open stair to attic
- Attic – lined roof void with water tank

Approximate areas

- Cellar - 25m²
- Ground floor – 95m²
- First floor - 36m²
- Second floor 35m²
- Attic 20m²

Total 211m²

The frontage is directly onto the pedestrianised High Street. The Midsteeple building is opposite the shop front. The retail frontage is 4.8m wide. There is a close to the south side of the property which is gated and locked. The close is approximately 1m wide. It is likely that the close has right of access for other properties close by. Valuation is £120,000



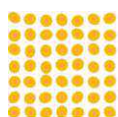
1.6 How we developed this Business Plan

Engaging with as many local people as possible during this challenging period of covid-19 lockdown, when public meetings and face-to-face interviews was not possible, was a critical part of the research phase. Every effort was made to carry out extensive and highly participative community engagement using telephone interviews, zoom groups and digital tools. Using social distancing, the Oven presented an opportunity for local people to be updated on the project on the high street. The aim was to ensure that proposals for the two sites meet with local need and commercial demand.

- Learning from previous feasibility work in the town was valued, analysed and used as useful data, for example:
 - Community consultation using drop-in meetings, interviews and comments on display boards. Over 120 attendees.
 - Previous consideration by ARPL and Urban Animation
- 6612 votes for 135 ideas and comments suggested by local people in the community using an on-line platform
- 43 people attended a drop-in at the Oven in the High Street and commented on plans and research thinking
- 8 stakeholder organisations with a specific interest in the project engaged in an on-line focus group
- A further 8 engaged in one-to-one interviews

The stages of this study are outlined below:

Awareness Raising	<ul style="list-style-type: none"> • Awareness was raised amongst the membership and wider population of Dumfries via social media and direct mailing to over 400 members • Notices were posted on social media channels, including Facebook (followed by 1426 people), the Stove Network (followed by 4034 people) and both twitter accounts (followed by well over 4000 people) • Bill posters were posted on the buildings directing people to the drop-in consultation sessions and containing QR codes for people to take part in the online survey • The consultation was also covered by local media, including newspapers, radio and TV.
Analysis of previous and contextual documents	Consideration of the masterplan document and feasibility studies for other properties as well as title deeds, constitution and accounts.
Demographic and Policy Analysis	Study of key demographic trends in the local area using Community Insight, a software package that collects data from over 30 databases and a range of other sources. Analysis of key national, local authority and local policies and priorities.
Digital Ideas survey	A democratic community survey to elicit support for ideas was launched where all the ideas came from local people and were then judged and voted on by local people.



	There were 6612 votes for 135 ideas and comments.
Public drop in	Midsteeple Quarter facilitated a period of drop-in sessions with display boards designed by Community Enterprise and John Gilbert Architects. MSQ volunteers staffed the premises for three days, encouraging debate and recording views. 43 people attended.
Virtual meetings	In order to gather views from a broad cross-section of the community in Dumfries a stakeholder meeting was held hosted by Dumfries Partnership Action Group and the community council. 12 people attended.
Market research	Market research was undertaken into the commercial demand for enterprise, housing, community and other space.
Stakeholder Interviews	In-depth interviews with 9 individual external stakeholders.
research report and options	The various options were discussed and this final business plan written to complement the design team's technical report.

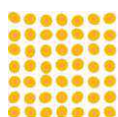
1.7 Impact of Covid-19

This business plan has been concluded amidst the ongoing coronavirus (Covid-19) global pandemic. The majority of community consultation was completed during lockdown restrictions but the UK and Scottish Government's publication of guidance on social distancing towards the end of the process allowed MSQ to deliver a consultation in the High Street with suitable safeguards in place. This resulted in;

- The inability to have a large public meeting and open debate but this was ameliorated by the open drop-in for three days on the High Street (43 people) and the good engagement in digital ideas generation (over 6,500 votes).
- The inability to spend time in the community, but having MSQ lead on community consultation, allowed this to happen more easily
- Delays in contacting some local community groups and businesses which were shut during the 'lockdown' period but this was achieved in the latter stages of the work

The medium and long-term impact of this unprecedented pandemic remain uncertain at this stage, although factors of particular importance to the MSQ business plan are likely to include:

- A lack of clarity on demand for enterprise units and the nature of business space that will be in demand following remote working. We have therefore designed in highly flexible space with the concept of different ways of organising space.
- The long-term impact of social distancing on service provision particularly in relation to group activity such as community cinema which was raised as an opportunity. By the time the asset is transferred and the renovation works complete, we will be in at least 2022 and perhaps later so there is a high chance that the virus will be minimised and social distancing ended.
- The impact of an economic downturn and how that may change income projections and levels of demand.



2. Services and Facilities

2.1 Vision and Mission

Vision : *“To revitalise the heart of Dumfries through community ownership and enterprise.*

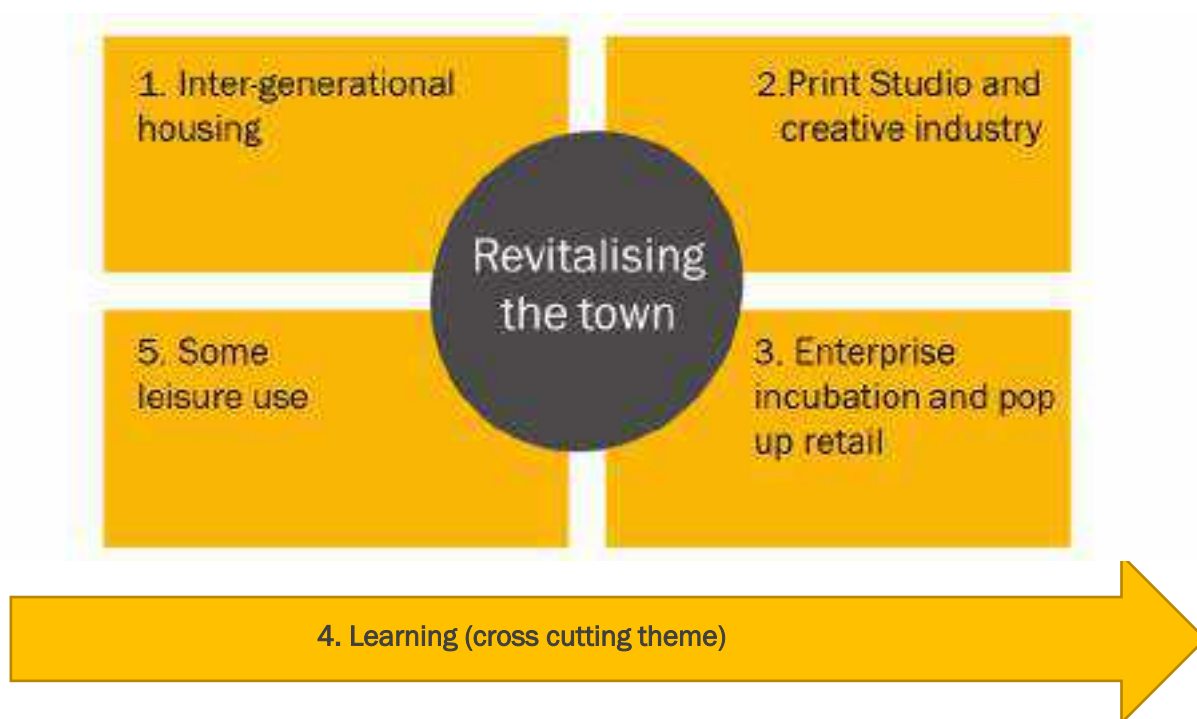
Strapline : *“A busy lived in, lively, prosperous and inviting High Street”*

Mission : *“The properties at 111 and 121 High Street will create new inter-generational town centre homes, a print studio for local artists, flexible workshop and incubation space, combined with a small area for an acoustic events space, space for learning and pop-up retail.*

The vision and service delivery set out below are articulated as one unified project, not two separate facilities. Any distinct uses cross over and link with other activity across both.

2.2 Key Areas of Service Delivery

The following diagram outlines the five key areas of service delivery:



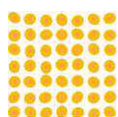
2.3 Inter-generational Housing

The vision is to create mixed inter-generational housing on the top floor of both buildings. This will include some students, some older people and some young families, creating a town centre community that is not labelled for any one particular type of person. Though this is not a co-housing development, the ethos of co-housing will be built into the design in relation to creating a warm self-supporting community.

In time there is an aspiration to be innovative with utilities, for example developing a district heating system, providing community internet etc. that can be shared across all residents.

There was clear demand for housing units with space for residents to work, get light, and sunshine so there will be some outside space with storage built into the design.

The University of Glasgow want to build a centre for digital living in Dumfries and are looking for a place to partner the technology. The Care Campus indicated that Dumfries Town Centre would be the perfect



place to trial this. Smart housing can help people over 65 stay in their homes for longer, helping to mitigate risk of falls etc. and this will be considered and costed at future design phases.

The housing will be fully accessible for everybody but backed up by a clear housing allocation policy that is community developed rather than out-sourced to an RSL.

Dumfries and Galloway Small Communities Housing Trust (DGSCHT) have provided professional support to the Midsteeples Quarter project since 2018 and will continue to do so as the project shifts into the delivery phases. This support has related specifically to the group's aspirations around community-led housing throughout the masterplanned development, as well as wider day-to-day support relative to all aspects of community ownership. To date this engagement has focussed upon the development of a deliverable community-led model for Phase One Development (The Oven), inclusive of establishment of demand profile, engagement of design teams and securing a financial package that will allow this development to commence on-site this year. The Oven will establish a template for community ownership of homes within the Midsteeples Quarter via the provision of 7 intermediary tenure affordable homes for rent. DGSCHT Chair the Housing Sub-group of MSQ and are currently working to secure management and allocation arrangements for this first phase of housing.

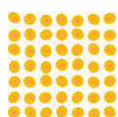
Moving into the future phases of masterplan development, DGSCHT are currently working with the Board of MSQ to develop a "Housing Vision" that will (i) establish key principles for community-led housing development in MSQ, and (ii) inform future design briefs. This work has identified a number of key principles around housing deemed critical by the community organisation:

- Prioritisation of affordable homes in community ownership
- Creation of an Intergenerational Living Environment – underpinned by "lifecycle" design of homes and clear allocations policy
- Participatory Community – development of a mutually supportive, cohesive community and inclusive of engaged allocations
- A mixed tenure housing development, with intermediary affordable tenancy at the core
- Zero Carbon Housing Development – aiming for passive standard in new-build and highest achievable standards of energy efficiency in redeveloped properties
- Interaction between housing development and availability of localised workspace

These key elements are currently being drawn together in the production of the MSQ Housing Vision and have also been used to inform the development of the design brief for this Feasibility Study.

Since 2018, DGSCHT have engaged with EU Interreg (NW Europe) project, Sustainable Housing for Inclusive and Cohesive Cities (SHICC) as a mechanism for best-practice learning exchange around urban community-led housing and support to MSQ. As a result of this engagement, DGSCHT will become a formal partner in the second phase of SHICC on 1st September 2020 alongside community-led housing organisations in Brussels, Lille, Ghent, London, Dublin, Amsterdam and Berlin, as well as finance specialists in Paris. This formal engagement has allowed DGSCHT to appoint a Project Coordinator to assist support to MSQ and engage with partners to the EU project around ongoing learning and further promotion of the urban community-led housing model in Scotland.

MSQ and DGSCHT are also currently engaging with the Crichton Care Campus project around the further development of an appropriate urban intergenerational model for the MSQ Housing Development. A proposal is currently being developed for a piece of consultancy research that will consider tenure and governance models, researching intergeneration housing delivery elsewhere. This work will conclude in November 2020.



2.4 Print studio for local artists

There is a strong sector of local printmakers, who have to go to Glasgow or Edinburgh print studios to run editions of their work as existing local provision is not of suitable quality. This fits well with the heritage of 111-113 High Street, which was originally used as a newspaper headquarters and printer.

The unit at 111 will operate as a print studio for the South of Scotland allowing artists to print their work. But it is more than just a print studio as there some artists' and makers' work spaces to allow for activity on site by a small number of creatives.

The unit on the Street will operate as a retail unit for printed artwork and there will be a possible link to the pop up shop element in 121 so that some creative traders can take space for longer periods of time to retail their work.

Seeing artists at work aligned with some gallery space will attract local people so there is wider benefit.

The print studio will also provide opportunities for classes and events which can draw in and engage the community. There will be a variety of courses. To give some examples; Glasgow Print Studio offers a variety of courses for adults, the majority of which are priced around £165 for a two-day course as well as funded outreach events. Courses include collagraphy, digital imaging, etching, screen printing and woodcut.

There will be a small exhibition space for local arts and artists and also to showcase the history of Midsteeples Quarter's community empowerment journey. This makes it an interesting place for people to visit both locals, creatives from beyond Dumfries and visitors interested in the model.

2.5 Enterprise Incubation and Pop-up Retail

This will be a vibrant space for local creatives linked to developing businesses in the creative industries and beyond. There will be artist incubation units in the print studio in 111 and a small number of other units where the pop-up retail outlet will be sited in 121, so incubation happens across both facilities. New enterprises which have small business incubation space will then have the potential to dovetail with the Market, the Linen Bank enterprise space and book pop-up retail in 121.

This small business incubator space for Dumfries and Galloway will provide opportunities for innovation and entrepreneurial activity.

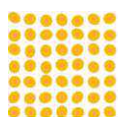
The pop-up retail outlet at 121 will be focussed on (but not exclusively) craft, art and local products.

A local pipeline will be created. The route of progression for creatives is to use incubation space either at the MSQ project or elsewhere in the town (cross referring to each other), then test products at the market stalls run by the Guild in the town. If the Linen Bank project goes ahead, there will be some pop-up indoor retail space for very short periods. Enterprises will then be referred to the MSQ for a longer period (say 3 months) to expand sales. There will be training and workshop space to complement this. There is therefore a pipeline of product marketing and business development in the town that will increase variety and create a quirky unique High Street that will attract customers. This is a pathway not a duplication.

The Guild have already worked with 100 makers and MSQ is their exit strategy as the Linen Bank does not have the permanent space.

The retail space at 121 could potentially operate a bit like the Scottish Design Exchange model in Glasgow and Edinburgh, almost offering a department store type space for small local and social enterprise suppliers. The Linen Bank had 3000 customers per day when open.

What is required is an adaptable, flexible space on the High Street: which can enable these businesses to have their own space, be visible, and to benefit from footfall on the High Street. The property should be available on shorter leases (say, a three-month rolling lease). This could be seasonal, with rotating tenants. There needs to be workshop space and retail/gallery space.



One of the other themes that emerged, and a potential product range to be retailed locally, is up-cycled products. The Stove Network's Bounceback project has provided a series of Upcycling workshops, sharing skills and ideas to repair and reimagine unwanted clothes for example.

Due to covid-19, any incubator and retail space will not be designed to be too prescriptive but will be very flexible and an enabler for creative businesses.

2.6 Learning

The learning theme works through everything across both properties. There will be the following elements;

- Print-related learning and training in the print studio.
- A community empowerment and new town centre model exemplar for Scotland, hosting learning visits as a distinct product.
- Space for learning and training about business development including marketing, sales, business planning and finance.

The Learning Town project has been a priority for the Council, and while there are learning campuses 'on the doorstep', there is no strong High Street asset that links the learning experience with the world of work. The learning offerings on this site will directly enhance the enterprises in the town including new and emerging social enterprises.

2.7 Leisure Use and Local talent

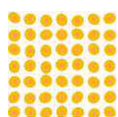
One of the Key Principles on which the MSQ Masterplan is founded is delivery of dynamic, engaging street-level activity supporting a mixed and vibrant local economy. There is a desire to explore innovative potential uses (including non-retail use), which can have a community element or be part of the evening economy. However, what is provided at ground-floor level needs to be in keeping with housing in relation to noise and other disturbances.

As a result, in keeping with the link to creative industry and creative enterprise promotion, there will be a small area for acoustic events in the evenings and weekends. This will be in the foyer space at the print studio element with events such as a local fiddle recital around a CD or book launch etc.

There are a number of cafes in and around the MSQ, and close to 111 and 121 High Street. A further café at these properties would be likely to duplicate or displace these services. However, refreshments will be important so there will be an associated small pop-up bar or coffee stop, ideally run by another local business.

2.8 The Importance of Green Space

Complementary green space as much as possible will be provided within the footprint constraints to provide a green lung for residents and visitors to the High Street.



3. Creating Positive Outcomes

3.1 Local Challenges

The town centre of Dumfries has deteriorated over recent years and is in need of a new vision as is the case for many other similar towns across Scotland.

There are significant pockets of deprivation, concentrated in the areas of Lochside and Lincluden. There are also areas of rural isolation and a town centre regeneration can cascade benefit across a wider area.

Dumfries is an area of stark inequality. Parts of Dumfries record the lowest male life expectancy rates for Dumfries and Galloway (Lochside and Lincluden - 72 years and Dumfries Central - 73 years). In contrast, other areas locally have amongst the highest regional male life expectancy (Troqueer - 83.5 years and Georgetown - 83.5 years).

5,442 (10.7%) of local residents are considered to be amongst the 10% most deprived in Scotland in relation to general deprivation. A further 2,450 people are within the most deprived in terms of service access.

There has been a lack of learning opportunities and a need to support young people.

3.2 Key Outcomes

The specific outcomes set out below are particularly related to the outcomes required by the Scottish Land Fund, though they are important for the development of the project.

1 : Our communities will achieve more sustainable economic, environmental and/or social development through the ownership of land and buildings

Economic

The development of the housing will be affordable rather than social, so that an allocation policy can be developed that will be targeted at those who will buy into the town centre vision. The housing will be directly linked to supporting local employment by giving homes to those who are working to help them find a foothold in the area. Affordable housing will also help people to both work remotely if they are based elsewhere or to work in Dumfries itself. A small number of students will be supported and links to the College will be important.

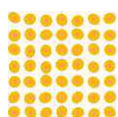
The Print studio will enable local artists to produce work which they currently have to travel to Glasgow to do. This will stimulate a local supply chain as well as allowing local creative industries to thrive and grow their businesses.

Encouraging local social enterprise with the development of enterprise incubation space has been identified as a significant gap and we will establish a link to pop-up retail outlets in 121, connected to space at the Linen Bank project so there is a pipeline of support and facilities for new ideas; through early development to market testing and to business growth. Strategic links with the new South of Scotland Enterprise agency will help to ensure this is well supported and advertised.

Learning will be a context in which this project will sit which will include enterprise leaning to complement the incubation space - with courses delivered by Business Gateway, the College, Just Enterprise (for social enterprises) and others.

Rental from the homes and from the small amount of income from artists in the print studio and users of the incubation space will be re-directed back into the project and the local community.

The art and creative focus, with the potential of a small gallery and links to the Oven and other community-owned space will help to develop the vibrancy of the town centre which will stimulate other local businesses.



Social

MSQ have a vision of developing town centre living, turning a dead town centre with declining retail into a modern place with retail, leisure, a night time economy and vibrant enterprise crucially sitting alongside town centre homes. Though the practicalities mitigated against co-housing as a model, the ethos has been carried through and the vision is for a self-supporting community of people who look after each other as good neighbours. The intergenerational focus of the housing will bring people together around a shared pride in place.

Environmental

John Gilbert Architects have a particular reputation for Passivhaus technology and energy efficiency and are ensuring that the building will be developed to the highest energy-efficient standards. There will be high-level insulation and minimum heating use.

There is an aspiration to develop a district heating system for the town centre at a future phase that residents and businesses can buy into.

2. Our communities will have a stronger role in and control over their own development

The Midsteeple Quarter Project grew from a frustration with absentee landlords not looking after vacant and increasingly derelict town centre properties. The vision is to empower local people and use community empowerment legislation to take control of the Midsteeple Quarter of the town. Early research led to a consensus amongst local residents that a more diverse town centre is a priority for a 'future Dumfries'. The town centre needs to be "a vibrant district with a growing population and a mix of new businesses, shops, culture, leisure and services". To achieve this a community benefit society was established which has over 400 members.

On behalf of local people, MSQ already own two properties (135-139 High Street and 1 Standard Close to the rear) and have recently concluded missives with a date of entry of 11th Sept 2020 on two further properties: 113-115 and 117-119 High Street which are directly adjacent to 111 and 121 High Street. Taking on 111 and 121 will take a very significant proportion of the town centre from emptiness to productive use.

In addition to the control of the organisation, extensive consultation across many years from the recent drop-in consultation and digital ideas survey with over 6,500 votes to the previous more assertive local action (with hundreds involved out on the street) has meant the whole concept is built on what local people need and demand.

The passion is not for the buildings but for the difference a better town centre will make to the people who live and work here.

MSQ is community run with local people on the board.

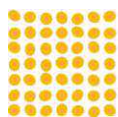
3. Our community will own well managed, financially sustainable assets

The board members are highly skilled with a good mix of experience and have already proven that they can not only manage local space but have established a national reputation. They have become an exemplar of what can happen in town centres and are regularly asked to speak at events and conferences. The facilities will be managed by the Dumfries High Street Limited board which has established a range of sub-groups.

The staff team has a high capacity to deliver this project and consists of Matt Baker (Strategic Director), Scott Mackay (Manager), Laura Moodie (Administrator/Coordinator) and Leah Halliday (Press, PR and Marketing). Stacy Bradley and Mike Staples of DGSCHT been retained to support housing development.

External support will be accessed from Business Gateway, South of Scotland Enterprise and others and there is a range of external partnerships which will contribute to this being well-managed.

The cash flow shows the organisation generating modest surpluses of around £18,000 without grants in a good year, once momentum has grown and marketing has kicked in. The diversification of the



offering and the links to other MSQ projects (through the master plan) and other external partners secures sustainability.

3.3 Tracking our Outcomes

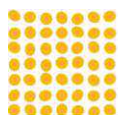
We will work to establish robust monitoring and evaluation systems.

Evidence will be collected from the following:

- Numbers and nature of tenants in the housing
- Level of involvement and participation by those residents in broader community activity
- Levels and nature of mutual support between the residents that grows
- Number and nature of artists using the print studio and the benefit that brings
- Numbers and type of person who benefit from the incubation space and how they progress through the pipeline of development support from incubation space to 121 pop-up shop to the Linen Bank
- Numbers of local people visiting the facility
- Numbers of local people enjoying local culture
- Numbers and nature of people attending learning sessions and the impact of that
- Number of room bookings for community groups
- Value of income generated by each element of the project
- We will monitor the impact all elements of the project are making for local people, groups and families and capture this through surveys, interviews, a comments box and a comments book.
- We will continue to utilise innovative and creative ways of consulting with local people using art and street-based community activism.
- We use social media to gather comments and responses electronically.

How We Will Use This Information

1. **Communicating with our members** : It is vital to report to members at an AGM and also during the year about how things are progressing. This will be led by our PR and communications officer who is highly experienced in use of print and social media.
2. **Sharing learning with others**: Gathering this data from our tenants, customers, local people, stakeholders and partners will show what works and what doesn't. Many groups and policy makers are looking to Dumfries to see a new way of being a town centre. Building a bank of learning will be vital to communicate regionally and nationally to help and inspire others.
3. **Getting better at what we do** : Gathering data will allow us to continuously improve and to continue to meet the needs of people in our community including the housing tenants.
4. **Design New things** : We will use this information to develop new projects. We have a history of this way of working and learning from the development of 135, 113-115 and 117-119 High Street has directly fed into how these facilities have developed. This is not about one building but about the whole transformation of the town of Dumfries.
5. **Reporting to funders** : We have an obligation to report on activity to the Scottish Land Fund and other grant and loan funders.



4. Delivering the Project

4.1 Governance

In 2017, The Stove Network helped found Dumfries High Street Limited (DHSL). DHSL is a fully independent Community Benefit Society registered with the Financial Conduct Authority, which trades as Midsteeple Quarter.

DHSL has a wholly owned subsidiary, Dumfries High Street Property Ltd. DHSL will be the applicant to Scottish Land Fund and eventual owner, though day-to-day management may be delegated to the trading subsidiary.

DHSL has over 400 members with different membership categories;

1. Type A member. There are currently 301 of these. They all live in DG1 & DG2 postcodes and all get a vote.
2. Type B members. Currently 18 of these. They are businesses and organisations based in DG1 & DG2 postcodes. It is vital to engage with existing businesses and third sector groups in the town centre to ensure local buy-in to the governance
3. Type C members. There are currently 124 of these members. They don't vote. Most live in rural areas outside Dumfries but rely on the services provided in Dumfries.

The Scottish Land Fund indicated some required amendments to the articles of DHSL and these have been actioned, in particular updating clause 4 to ensure the operating community is clearly DG1 and DG2 and amending clauses 13, 14 and 15 to clarify that membership is open to all and that the board does not have undue control over the agreeing of membership. The changes will be voted on at their AGM in October 2020.

Skills and Capacity

Directors of Dumfries High Street Limited are active in other groups in the community and the organisation has a significant regional track record and a national reputation for ability and innovation.

MSQ currently own two properties (135-139 High Street and 1 Standard Close to the rear) and have recently concluded missives with a date of entry of 11th Sept 2020 on two further properties: 113-115 and 117-119 High Street which are directly adjacent to 111 and 121 High Street. They have therefore built experience in asset acquisition and development.

There are a range of skills in housing, asset transfer, enterprise and social/health care with an in-depth understanding of and sensitivity to the community of Dumfries.

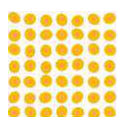
See <https://www.midsteeplequarter.org/midsteeple-quarter-board/> and appendix 1.

4.2 Staffing

The board will have a strategic overview of the running of the buildings along with the other community owned assets in the town.

Core Team

The core staff team will be directly involved in managing and developing 111 and 121 along with all the other current and future properties. As a result, there is not a need for an extensive staff team for this specific project. The following skills sets exist already and will be fed in;



Matt Baker – Strategic Director of MSQ (Co-Founder – The Stove Network) who will take a strategic perspective to the two properties, embedding them into a town-wide vision and building partnership with stakeholders regionally and nationally. This will include such bodies as the Scotland Towns Partnership and the Scottish Government. Matt’s reputation nationally will help to broker support and funding.

Scott Mackay – MSQ Manager. Scott has a technical town planning background and is highly skilled in capital project development. He will lead on fundraising, asset development and operational partnership building such as with the South of Scotland Agency, Dumfries and Galloway Council and local partners such as Dumfries Partnership Action Group, Crichton Campus, the Chamber of Commerce etc. He will lead on funder liaison including with the Scottish Land Fund.

Laura Moodie – Administrator/Coordinator. Laura will ensure the project moves effectively and efficiently.

Leah Halliday – Press, PR and Marketing. Leah leads on communications, keeping the members and wider community up-to-date with what is happening and using engaging and authentic techniques to ensure genuine engagement.

Stacy Bradley and Mike Staples of the Dumfries and Galloway Small Communities Housing Trust have been retained to advise on the housing development.

The crucial strategic nature of 111 and 121 in relation to the range of outcomes is complex and we have built in a small additional staff team to ensure this business plan is implemented on the ground. We envisage that these will be time limited, grant and contract-funded staff during the life of the project but we do not envisage that these will become permanent members of the core team.

Development and Facilities Manager (part time)

This post operates as the lead member of staff who will ultimately implement this business plan. They will have responsibility for overseeing the growth of activity at 111 and 121 including the housing (though day-to-day management is outsourced).

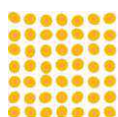
Responsibilities will include:

- Liaising with funders and other stakeholders as the build is being completed
- Getting all policies and procedures in place prior to opening
- Marketing the print shop and studio to local artists with support from the MSQ marketing person
- Marketing the incubation space to local entrepreneurs
- Managing tenants in the community space
- Working with a letting agency and DGSCHT to ensure the smooth operation of the housing, especially implementing the allocation policy.
- New service development in response to evolving local needs in Dumfries
- Building operational partnerships with local groups, working alongside the MSQ Manager
- Strategic links – representation on local planning groups along with MSQ Manager
- The recruitment and induction of the cleaner/caretaker
- The recruitment and induction of volunteers and on-going volunteer development.

Cleaner/Caretaker (part time)

A part-time role responsible for cleaning and caretaking in the renovated building to keep it open, safe and running smoothly.

Key responsibilities will be

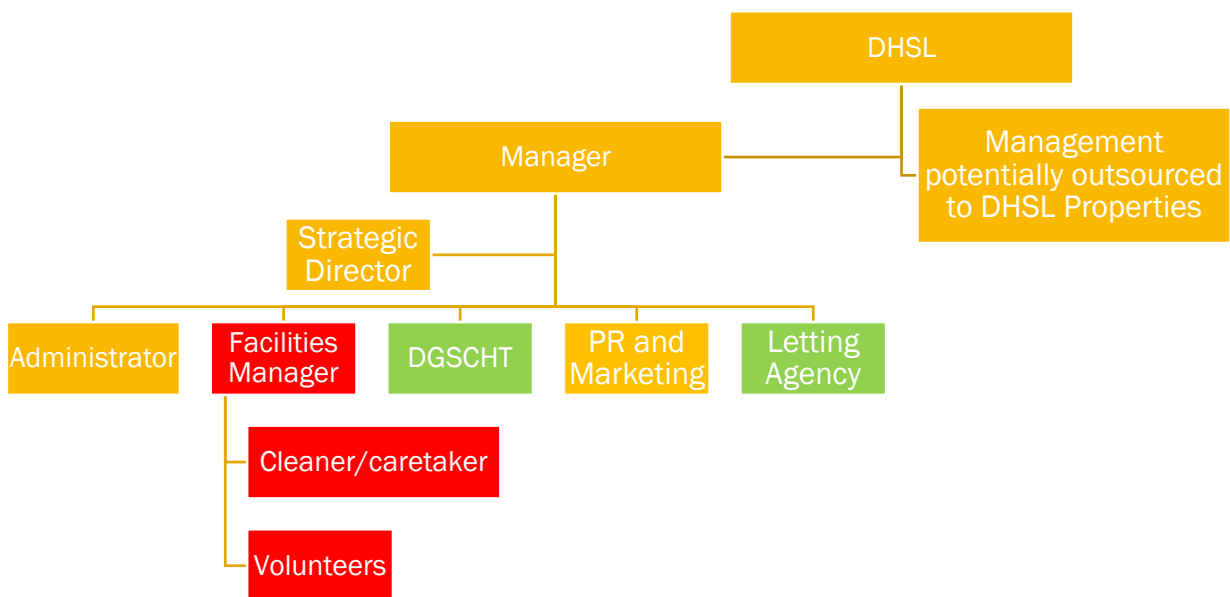


- Keeping the building safe and clean by undertaking a carefully planned cleaning regime
- Supervising cleaning staff and supporters which could be volunteers and placements.
- Carrying out day-to-day maintenance and minor repairs
- Over-seeing regular maintenance timetable.
- Booking outside contractors for more major repair work
- Making sure that heating, lighting and alarm and all other systems are working properly
- Making sure the building is secure at the end of the day
- Checking the premises to guard against vandalism or break-ins
- Arranging chairs and tables for meetings and clearing away afterwards
- Ordering cleaning materials and parts for repairs

4.3 Organisational chart

The details below show the organisational structure when the building is open and operational.

Yellow indicates existing internal staff or governance. Green indicates out-sourced services and red indicates new capacity.

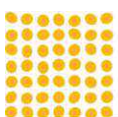


4.4 Managing the Refurbishment

We plan to complete the purchase in early 2021 following an SLF decision in November 2020. There is an aspiration to have all the refurbishment funding in place by early 2022 if Regeneration Capital Grants are required, or earlier if local funding can be secured.

We have only engaged John Gilbert Architects for this feasibility study so (though we will invite them onto the short list) we will issue a full tender for a design team to lead on the development of the idea through full stage 2 (further detailed designs) through stage 3 (planning) and beyond to project implementation.

The development will be led by the architect appointed who will act as project manager. The DHSL Manager has the technical skills to act as client Project Manager to oversee the refurbishment and manage the design team.



4.5 Managing the Housing

The housing will be the ultimate responsibility of MSQ who will commission a local Letting Agency to manage the property on a day to day basis using the MSQ allocation policy and ensuring the growth of the housing is not only as full occupancy as possible but that tenants understand the ethos that they are buying into.

The letting agency will manage the tenancies themselves, overseeing paperwork, leases etc, keeping on top of any changes in legislation and guidance in relation to letting, dealing with minor issues from tenants, addressing maintenance problems and arranging all regular compliance requirements for the properties.

DGSCHT will support the development of an allocation policy to ensure that the housing development contributes directly to the core vision of not only 111 and 121 but to the whole Blueprint and Masterplan. The parameters ensure that local people, or people committed to investing in the town who also understand the mutually supportive community ethos, are offered the houses who would not normally be able to afford to remain or stay in Dumfries.

Mid-market rent will ensure we attract the right individuals while retaining control over housing unit allocation.

Tenants should:

- 1 Have a demonstrable need to secure suitable and affordable housing.
- 2 Already live locally or have a clearly established connection (residential, family or workplace) with the town and be keen to move back. They may be living with friends or in insecure accommodation locally, or they may come from the area and want to move back.
- 3 Be students who are committed to place even though there is an understanding that they may not be long-term residents.
- 4 Commit to the vision of the place and the project.

DGSCHT will support MSQ to ensure there will be a focus on those in greatest housing need, whilst making sure that the town centre has a mixed population of economically active individuals.

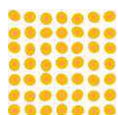
4.6 Policies and Procedures

MSQ are developing policies and procedures on a rolling basis, and the board is approving them so there is a growing suite of policies with gaps being filled. This will include:

- Health and Safety Policy
- Environmental Policy
- GDPR / Data Protection
- Staff and HR policies
- Volunteering Policy
- Dealing with covid-19 procedures
- Risk Assessment
- Grievance Policy
- Complaints policy
- Membership Recruitment Policy
- Communications Strategy
- Recruitment and Training Policy
- Sinking fund and reserves policy
- Equalities Policy

The letting agent will be responsible for compliance and policies directly related to the housing, though will keep MSQ abreast of things as they arise. This will include;

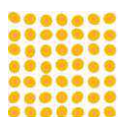
- Energy Performance
- Gas safety check
- PAT testing
- Legionella testing and compliance
- Maintenance routine
- Policy and suppliers for emergency repairs
- Lease and rental terms and condition



4.7 Partners

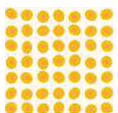
Collaboration is at the heart of the work of MSQ. The following will be the key initial operating partners, but this will evolve over time.

Partner Organisation	The Partnership Opportunity
The Stove Network	Collaborative opportunities particularly around creative community consultation and joint project development regarding regeneration initiatives.
Dumfries and Galloway Small Communities Housing Trust	Support to develop, fund, design, establish and manage the housing.
Linen Bank operated by the Guild	Joint project to develop a pipeline of enterprise and an exit route for creative enterprises at the Linen Bank.
Dumfries Market Festival	Allows enterprises to try their products – could lead to getting medium length space at a new outlet.
Crichton Campus (part of Glasgow University)	Joint development of some student accommodation
Care Campus	Joint development of the housing ethos
Letting Agency	Managing the housing units on our behalf
DPAG	Close partnership in meeting the needs of the community in the town centre
Community council	Links to local democracy
South of Scotland Enterprise	Support and funding towards local economic development
Driftwood Cinema and South West Media Factory	Joint work on development of the learning and enterprise element of the cinema providing facilities and space for film-making courses as part of the creative-orientated incubation space.
Dumfries & Galloway Council Economy & Resources (representatives of Strategic Projects and Business & Enterprise teams)	Community and economic development. Link to “Learning Town” initiative;
Dumfries & Galloway Council Strategic Housing Investment	Support with housing element of the project.



Third Sector Dumfries & Galloway

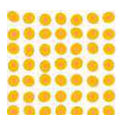
Support with legal structure, funding and governance as well as facilitation of collaborations with other third sector groups.



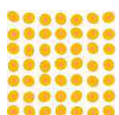
4.8 Risk Mitigation

We have identified the main risks and how we will mitigate them.

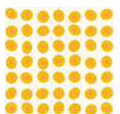
Risk	Impact	Probability	Existing Controls	Action Required	Lead Responsibility
Failure of the Scottish Land Fund application due to large competition towards the end of the programme.	High	Medium	Early discussions with the South of Scotland Enterprise agency who funded other developments	Investigate alternative sources of funding such as SoSE Undertake a community share issue Consider some re-payable finance	Manager
Difficulty securing 5% match funding for purchase price	High	Low	Valuation is low so the likelihood for match funding is high from local fundraising and a share issue	Local fundraising Small Community Share issue	Manager and board
Difficulty getting capital renovation funding	High	Medium	Strong funding strategy Strategic relationships with key players such as D&G Council, SoSE and the Borders Growth Deal as well as traditional funders	Approach a mix of funders Some re-payable finance and/or a community share issue particularly related to the housing Multiple funders Phased approach	Manager and board
Low demand for housing	High	Low	Clear demand identified in housing needs analysis and recent research as part of the feasibility study	Strong marketing and communication led by marketing officer Relationship with referrers such as College Create green space and an ethos that will attract people	Manager and Dev Officer (if funded)



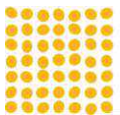
Risk	Impact	Probability	Existing Controls	Action Required	Lead Responsibility
Low demand for enterprise space or print studio	Medium	Low	Marketing through local channels Partnership with Chamber, Linen Bank and DPAG. Support from D&G Council and SoSE Ensuring space is relatively small	Continue to market to local artists via MSQ and the Oven in the High Street	Development officer
Noise levels causing nuisance for tenants from ground floor activity	High	Low to Medium	Building design with separate entrances, noise reduction measures and sound insulation Developing good relations with tenants	Contact with all parties Smart timetabling Only acoustic music allowed	Development Officer
Costs are not covered by income generated	High	Low	Cashflows prepared Careful financial modelling	Cashflow amended Share issue Local donations and additional revenue fundraising	Manager
Refurbishment costs higher than expected after tender	Medium	Medium	QS estimate with 10% contingency and inflationary figure	Careful tendering Cost savings and value engineering Phase the development Additional fundraising	Design team and Manager
Loss of Key staff, volunteers and Board Members	High	Medium	Good terms and conditions for staff and plan to look after volunteers.	Write a succession plan for staff and board Strong funding strategy to give confidence	Board



Risk	Impact	Probability	Existing Controls	Action Required	Lead Responsibility
				Support from TSI and D&G Council	
Insufficient reserves to manage cashflow	High	Low	Building up trading income Reserves planned in current cash flow	Build reserves during initial years Secure revenue grants to give a stronger foundation to trading	Board and Manager with support from Admin
Covid-19 Risk					
Variations on renovation costs. With contractors keen to build income after lockdown, prices may drop, but physical distancing and difficulties with supplies may increase costs. These are challenging for quantity surveyors to predict The coronavirus (COVID-19) situation is fast moving and developing regularly. Though stable at time of writing, peaks could occur.	Med	Medium	Advice from QS with contingencies	Continue to monitor the situation, and engage quantity surveyor with developing knowledge By the time we are commissioning work, there will more clarity and likely further lockdown relaxation	Manager and design team
Managing the space in the light of physical distancing will be challenging and costly	Medium	Medium	We will continue to monitor developments and stay abreast of guidance from the Government A drop in was possible with masks and social distancing	Design in social distancing capability from the start Revised financial planning Hopefully, lower levels of the virus and more stability	Manager



Risk	Impact	Probability	Existing Controls	Action Required	Lead Responsibility
<p>Lower appetite to mix and attend public spaces</p> <p>Change of culture away from congregating.</p>	Medium	Low	Momentum back to normality is already happening	<p>Planning for lockdown to be well into phase 4 or virus to be eliminated by the time the project is open</p> <p>Strong advertising and marketing to encourage people back</p>	Manager and Development Officer



5. Marketing and Communications

5.1 Introduction

Midsteeple Quarter already understand the importance of good communication and the need to raise awareness of the project which is reflected in their being a dedicated and funded PR and Comms role within the organisation. This level of capacity is unusual and highly important for four main reasons:

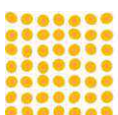
- 1 To develop an effective means of communicating with the people of Dumfries so they know what is happening and feel involved and that this is truly community led. Communication is two-way. We want to hear the views of local people so that we can continue to meet their needs through the services that are provided.
- 2 To attract commercial paying customers that will generate income, from tenants of the housing units to attendees at the print studio and incubation space.
- 3 To develop referral routes and collaborations with local organisations and agencies.
- 4 To raise awareness nationally, regionally and locally so as to secure political support and funding.

Full use will continue to be made of a range of communication methods, on and off-line as appropriate, to ensure all target audiences are informed and are driven to become involved. Promotion will be carried out through social media. MSQ has 1519 followers on facebook and the Stove network has 4050. MSQ has 1114 followers on twitter and Stove Network has 3352. MSQ has 842 followers on instagram and the Stove Network has 1771. We will monitor the growth of this

Local press, are supportive and the work is driven by a high-quality and recently redesigned website (<https://www.midsteeplequarter.org/>)

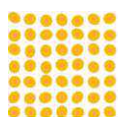


A GDPR compliant database of interested individuals has been built in addition to the 400+ members and shareholders.



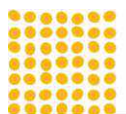
5.2 Target for Marketing

Group	Profile	Needs
Users of the print studio and artist workshop space	Local artists and those interested in print media, including those who already travel to Glasgow to print items	To have a high-quality local print capability which would produce items for sale locally and regionally.
Individual users of the incubation space and pop up shop space at 121	Relative new entrepreneurs, people with a new product, local produce or an innovative service	Bespoke affordable space on the high street to market test products to the general public in an attractive, welcoming venue.
Learners	Those who have struggled to do well at school as well as individuals who are keen to learn to develop an idea. Students	An accessible space with good IT and the ability to mix with like-minded people
Attendees at acoustic events	Those interested in the night-time economy but not interested in noisy activity	A welcoming place with good atmosphere and drinks/snacks.
Housing tenants	Those on a medium income but who may struggle to afford to purchase property in this area or don't have a deposit. This can include young single people, young couples and families, older people and students.	Affordable but high quality and energy-efficient property and a desire to join a sense of community
Funders	Scottish Land Fund Capital funders Local funders including SoSE	Clear matching of criteria of funder needs to project delivery plan
Partners and stakeholders	Range of partners and stakeholders including Dumfries and Galloway Council, SoSE, local partners such as the Chamber of Commerce.	A route to fulfilling their own outcomes through the work at Midsteeples.



5.3 Marketing Strategy

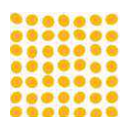
Phase one (say now to early 2022) Transfer title Fundraising for refurbishment Buildings not in use	Phase two (say 2022 and immediately following) Completion of refurbishment Launch	Phase three (2022-2025) Consolidation and growth Increasing usage
<p>Work on sub-branding within the Midsteeple family of brands.</p> <p>Agree marketing objectives and write detailed marketing strategy and communications plan specific to 111 and 121</p> <p>Target funders and supporters</p> <p>New Share issue</p> <p>Update all target audiences on project progress</p> <p>Update current website</p> <p>Agree allocations policy and marketing strategy for housing</p> <p>Clarify main marketing messages for entrepreneurs, artists and local people</p> <p>Build and Improve GDPR compliant database</p> <p>Improve relationships with local press</p>	<p>Implementation of Comms plan</p> <p>Regularly communicate with members</p> <p>Grow membership to 500</p> <p>Implement brand with updated website and marketing materials (on and off-line)</p> <p>Agree marketing objectives and sales targets for each activity</p> <p>Arrange official opening launch event (either beyond covid-19 or with physical distancing)</p> <p>Build brand awareness of 111 and 121</p> <p>Stories in local newsletters</p> <p>Stories in national sector press in relation to social enterprise, community assets etc</p> <p>Increase social media posts/ shares – general</p> <p>Monthly newsletters via Mail Chimp</p> <p>Grow database</p>	<p>Review of success towards marketing targets</p> <p>More stories based on feedback and successes</p> <p>Amend and update marketing objectives and sales targets for each activity</p> <p>Continue newsletters, blogs and social media posts with targets for more engagement.</p>



5.4 Communications Methods

The key communications tools underpinning our marketing strategy are shown in the table below:

<p>Service: incubation space, learning and pop-up retail units</p>	<p>Objective: to create a learning and enterprise hub that offers both work space and opportunities to retail products and develop along a pipeline of space needs.</p> <p>Communications:</p> <ul style="list-style-type: none"> • Social media plan, with regular tweets and Facebook posts • Use of high quality images on and off line to promote the offering. Use of early exemplars and success stories • Marketing in the local press. • Opening offers, free month's let etc • Website promoting the offering and the different ways to engage. • Direct contact via the Chamber of Commerce, Business Gateway, DPAG and local traders.
<p>Target Market – new and emerging entrepreneurs, including individuals trying to diversity post covid</p>	
<p>Service: Artists to the print studio</p>	<p>Objective: To offer affordable and quality workspace and print capability for artists not only in Dumfries but across the region.</p> <p>Communications:</p> <ul style="list-style-type: none"> • Marketing via the Stove Network members and associates • Direct mailing to 400+ members and additional supporters • Adverts in sector press • Design marketing material aimed for online and hard printed format to reach artists – by artists for artists • Joint marketing nationally with Glasgow and Edinburgh Print Studio • Develop website on an on-going basis • Create showreel of the space and facilities available.
<p>Target Market – Local creatives and makers</p>	
<p>Service: Housing</p>	<p>Objective: To develop a self-supporting inter-generational community</p> <p>Communications:</p> <ul style="list-style-type: none"> • Advertise via Letting agency • Discussions with Housing Dept at Dumfries and Galloway Council • Advertise in standard sites such as Right Move and S1homes.
<p>Target Market – local people or returners who need homes in the community</p>	



5.5 Branding



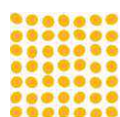
The current brand is related to a physical Midsteeple Quarter in Dumfries with the brick motif indicating the core interest in physical assets on the High Street.

This visual language will be used to create sub-brands (e.g. Midsteeple Quarter : Print Studio, Midsteeple Quarter : Incubation, Midsteeple Quarter : Showcase gigs). As with “The Oven” there will be a need for a new name for 111 and 121.

5.6 Budgets

A marketing budget is already identified each year. Though the Marketing Officer will utilise free opportunities such as social media, there will be a need for some marketing spend on design, print, advertising etc.

Year one	Year two	Year three	Year four	Year five
Sub-Brand, developed with new materials Done in-house £2,000	Rolling out activities Some local newspaper advertising and launch event £1500	Operating £1,200	Operating £1,200	Operating £1,200



6. Funding and Finance

6.1 Purchase and Renovation Costs

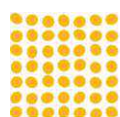
Grant funding will be required for the purchase price.

The project will require refurbishing the building to a high standard in order for the building to be attractive to locals, user groups and housing residents.

John Gilbert Architects have developed a vision for the site which was costed by a Quantity Surveyor

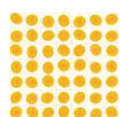
Cost estimates are as follows

Item	Projected Cost
Purchase Price	
Valuation of 111 (£60,000) and valuation of 121 (£120,000)	£180,000
Legal fees for two properties (£3000 each plus VAT)	£7200
Total	£187,200
Capital Refurb	
Build costs	£3,194,174
Contingency (10%)	£354,871
Inflation (5%)	£159,708
Professional Fees – architect, QS, structural engineer Stage 2 – 7	£319,417
Planning and Building Warrant Fees, statutory consents and site investigations (estimate)	£35,137
Kit out and furniture (estimate)	£50,000
Non recoverable VAT (we hope to save some but are estimating full VAT liability at the moment)	315,103
Total	£4,428,410



6.2 Funding Strategy

Fund	Amount	Notes
Purchase of building and legal fees		
Scottish Land Fund	£177,840	95% of eligible project costs
Match funding	£9360	Small community share issue for match funding of purchase price and working capital.
Capital Grants – possibilities for future renovation / refurbishment		
Regeneration Capital Grants scheme	£1,500,000 +	Average grant of £1m with a focus on regeneration, jobs and well-being. This will be a high-profile project that fits well.
South of Scotland Enterprise Funding	£1,000,000	Estimate for now due to new programmes not being agreed yet
New Town Centre Fund	£500,000	Details unknown
Borderlands Growth Deal	£500,000	Detail still to be brokered
Robertson Trust	£75,000	Must have focus on poverty in relation to housing, target of enterprise units and so on.
Scottish Landfill Communities Fund	£40,000	Likely to be eligible as a public amenity project.
Nationwide Foundation	£50,000	Funding towards housing
Quaker Housing Trust	£25,000	Funding around £20,000 for housing. Interest free loans
Charitable Trusts	£200,000	E.g. Wolfson, clothmakers, Garfield Weston etc
Re-payable finance	£250,000 +	Social Investment Scotland loan in relation to the housing. Scottish National Investment Bank
Share issue	£100,000	Local, regional and beyond
Total	£4,240,000	



6.3 VAT

As the cash flow, even in later years, shows the project operating above the VAT threshold, there may be a need to register for VAT. This may mean input tax can be reclaimed.

A formal VAT assessment should be commissioned when resources allow.

6.4 Income Generation and Sustainability

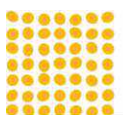
The full cash flow can be seen at appendix 2. It is based on:

- Developing affordable housing on the upper floors estimating 6 units at an average of £400 rent per month. In addition to the annual costs we have added a sinking fund and a notional loan of £150,000 at 4%. Housing generates a profit in this scenario of £7704 per annum
- Establishing a print studio at 111, with artists workshops and some enterprise units along with a small acoustic performance space for evenings and weekends. We have estimated 70 individual users across the region and 3 learning events per month as a target in later years. This starts with only 40 individual users and growth from no events to 2 by the end of year one.
- Setting up a pop-up creative industries space to link with other enterprise and learning initiatives across the town. There is some incubation space and a training room. Numbers rise from 30 users, 10% occupancy and 2 retail outlets in year one to 65 users, 60% occupancy and 5 retail outlets in later years.

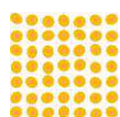
In addition to core staff we have built in a part-time Development officer and a part time cleaner/caretaker. These will tail off in future years and the sites will be largely self-managing.

There is a need for around £50,000 of working capital in the first two years to get the enterprise moving. This can be achieved with revenue grants and a community share issue, or by cutting costs and changing the model (largely salary related)

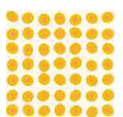
The summary of the finances can be seen in this table;



Summary finances year one				
	111	121	Housing	Total
Income	£46,516	£37,280	£28,800	£112,596
Expenditure	£38,255	£34,222	£21,096	£93,574
Profit / Loss	£8,261	£3,058	£7,704	£19,022
Summary finances year two				
	111	121	Housing	Total
Income	£56,416	£37,670	£28,800	£122,886
Expenditure	£47,642	£34,484	£21,096	£103,221
Profit / Loss	£8,774	£3,186	£7,704	£19,665
Summary finances year three				
	111	121	Housing	Total
Income	£73,441	£43,920	£28,800	£146,161
Expenditure	£56,941	£35,071	£21,096	£113,108
Profit / Loss	£16,500	£8,849	£7,704	£33,053
Summary finances year four				
	111	121	Housing	Total
Income	£88,566	£45,960	£28,800	£163,326
Expenditure	£64,971	£35,236	£21,096	£121,302
Profit / Loss	£23,595	£10,724	£7,704	£42,024
Summary finances year five				
	111	121	Housing	Total
Income	£88,566	£45,960	£28,800	£163,326
Expenditure	£64,624	£35,513	£21,096	£121,233
Profit / Loss	£23,942	£10,447	£7,704	£42,093
Total reserves built across 5 years				£155,857



Appendices



Appendix 1 : Board Skill Set

Evie Copland (Chair): Evie Copland is an award-winning housing professional and proud lifelong Doonhamer, living and working in Dumfries town centre. She trained as a journalist but found her true passion working in housing and currently works for a local social housing provider.

Alison MacLeod (Company Secretary): Alison worked for 7 years as development officer in Applecross managing a number of projects, including the build of a community owned hydro scheme as an income generator for the area. She is a director of Scottish Rural Action, which aims to provide a powerful voice for the people of rural Scotland.

David Roulston (Treasurer): David has spent the majority of his career working in and managing social care, healthcare and housing services. His experience is varied and includes health advocacy, older people's care, homelessness and business development. He sees the Midsteeples Quarter as a great opportunity to breathe new life into Dumfries town centre during a time when towns will need to adapt and change to reflect the different ways in which we live today.

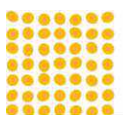
Dion Corbett: Dion works as a chartered architect at Savills in Dumfries where she primarily works on domestic and residential projects with a particular focus on conservation projects in Dumfries & Galloway. Dion is interested in encouraging more young people to stay and return to the region to help continue the vibrant, diverse and dynamic community.

Jim O'Neill: Jim O'Neill has spent most of his adult life in Dumfries working in housing. Throughout his career he has been a champion of the rights of vulnerable people and believes that local communities have a key role in meeting their needs and achieving their own ambitions.

Peter Renwick: Pete has lived in Dumfries & Galloway for ten years and has worked on arts and community-led projects throughout this time, including running many events at the Midsteeples. He is currently in post as Langholm Facilitator for SURF: Scotland's Regeneration Forum, and a member of the Langholm Moor Working Group, who are investigating a community buy-out of land set to be sold by Buccleuch Estates.

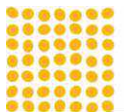
Sandy Rogerson: Sandy is a care worker and is the nominee director for Loreburn Community Council. He lives in the centre of Dumfries and is passionate about infrastructure projects that connect communities across Dumfries & Galloway, including founding the campaign to re-open the Dumfries-Stranraer rail line.

Dr Günel Sarginson: Günel is a medical doctor from Azerbaijan and is fluent in 5 languages. Günel has lived in Dumfries since 2012 with her Scottish husband and their two young children. Currently, she is undertaking a second degree in health and social policy at the Crichton Glasgow University campus.

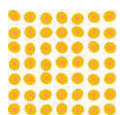


Appendix 2 : Cash Flow Projections

Salaries						
		Salary	NI	Pension	Portion	Total
		£		5%		
Development and Facilities Manager		30,000	£2,949	£1,500	0.5	£17,224
Cleaner / caretaker		16,000	£1,017	£800	0.5	£8,908
	Total	46,000				26,133

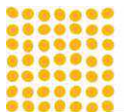


MSQ housing income for upper floors of 111 and 121															
			Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Total
Income	Assumptions														
Rent per month	Affordable rates	£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£400
Number of units	Based on current drawings	6	6	6	6	6	6	6	6	6	6	6	6	6	6
Total Income			£2,400	£2,400	£2,400	£2,400	£2,400	£2,400	£2,400	£2,400	£2,400	£2,400	£2,400	£2,400	£ 28,800.00
Expenditure															
Letting agent	Deal to be struck	10%	£240	£240	£240	£240	£240	£240	£240	£240	£240	£240	£240	£240	£ 2,880.00
Building Insurance	Estimate		£3,000												£ 3,000.00
Property maintenance	Gas safety check (£83), EPC (£80), PAT (£48), electrical report (£120), legionnaires check (£48) etc (say £400 per flat).		£2,400	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£ 2,400.00
Sinking Fund	Based on £1000 per unit		£300	£300	£300	£300	£300	£300	£300	£300	£300	£300	£300	£300	£ 3,600.00
Loan Repayment	£150,000 @ 4% over 25 years		£528	£528	£528	£528	£528	£528	£528	£528	£528	£528	£528	£528	£ 6,336.00
Bad debts/Voids	Based on 10% of income		£240	£240	£240	£240	£240	£240	£240	£240	£240	£240	£240	£240	£ 2,880.00
Total Expenditure			£6,708	£1,308	£1,308	£1,308	£1,308	£1,308	£1,308	£1,308	£1,308	£1,308	£1,308	£1,308	£ 21,096.00
Difference			-£4,308	£1,092	£1,092	£1,092	£1,092	£1,092	£1,092	£1,092	£1,092	£1,092	£1,092	£1,092	£ 7,704.00
Balance			-£4,308	-£3,216	-£2,124	-£1,032	£60	£1,152	£2,244	£3,336	£4,428	£5,520	£6,612	£7,704	



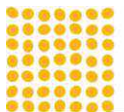
Print Studio Enterprise Space Cash flow year one

	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Totals	
Small units for permanent rent	2	2	2	2	2	2	2	2	2	2	2	2	2	
Cost per unit per month	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	
Hot-desking hire with use of workshops (10 hour membership)	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	
Hot-desking hire with use of workshops (20 hour membership)	£20	£20	£20	£20	£20	£20	£20	£20	£20	£20	£20	£20	£20	
Unlimited hot desking and use of workshops	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	
Spend per head at events (donation, tickets, refreshments)	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	
Average number at events	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	
Number of pop up events	0	0	0	1	1	1	1	2	2	2	2	2	2	
Number Learning events per month	0	0	0	0	1	1	1	1	1	2	2	2	2	
Cost per course	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	
Number of attendees	10	10	10	10	10	10	10	10	10	10	10	10	10	
Sales														
Hot-desking hire (10 hour membership) no of members	15													
	£225	£225	£225	£225	£225	£225	£225	£225	£225	£225	£225	£225	2,700	
Hot-desking hire (20 hour membership) no of members	10													
	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£2,400	
Unlimited hot desking no of members	15													
	£750	£750	£750	£750	£750	£750	£750	£750	£750	£750	£750	£750	9,000	
Income from permanent offices	2 x £150 per month													
	£300	£301	£302	£303	£304	£305	£306	£307	£308	£309	£310	£311	£3,666	
Income from printing	Profit estimate													
	£100	£100	£100	£100	£100	£100	£100	£150	£150	£150	£150	£200	£1,500	
Income from events														
	£0	£0	£0	£125	£125	£125	£125	£250	£250	£250	£250	£250	£1,750	
Income from learning events														
	£0	£0	£0	£0	£500	£500	£500	£500	£500	£1,000	£1,000	£1,000	£5,500	
Grant subsidy	£10,000							£10,000					£20,000	
Total Sales	£11,575	£1,576	£1,577	£1,703	£2,204	£2,205	£12,206	£2,382	£2,383	£2,884	£2,885	£2,936	46,516	
Overhead Expenses														
Cost of event	50.00%	£0	£0	£0	£63	£63	£63	£63	£125	£125	£125	£125	875	
Cost of learning event	Tutor cost etc (50%)	£0	£0	£0	£0	£250	£250	£250	£250	£500	£500	£500	2,750	
Advertising	Use of socila media	£100				£100							300	
Rates	RV of £21,600 x 50.4p (could negotiate discount from D&G)	£907	£907	£907	£907	£907	£907	£907	£907	£907	£907	£907	10,884	
Water Rates	Estimate	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	1,200	
Gas / Electric (estimate)	Following energy efficiency measures	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	2,400	
Phone and broadband	Internet included inrent	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	600	
Insurance	Buildings and public liability. Quote needed	£3,000											3,000	
Stationery, postage & Printing		£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	300	
Booking / invoicing system		£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	180	
Tea, coffee, milk etc.	Part of the offer	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	300	
Repairs & Maintenance		£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	1,200	
Salaries	Shared with 121	£1,089	£1,089	£1,089	£1,089	£1,089	£1,089	£1,089	£1,089	£1,089	£1,089	£1,089	13,066	
Misc	including cleaning materials	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	1,200	
Total		£5,711	£2,611	£2,611	£2,673	£3,023	£2,923	£2,986	£2,986	£3,236	£3,236	£3,336	38,255	
Gross Operating Profit		£5,864	-£1,035	-£1,034	-£970	-£819	-£718	£9,283	-£604	-£603	-£352	-£351	-£400	£8,261
Cumulative Cash Flow		£5,864	£4,829	£3,795	£2,825	£2,006	£1,287	£10,570	£9,966	£9,363	£9,011	£8,660	£8,261	



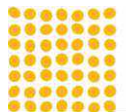
Print Studio Enterprise Space Cash flow year two

	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Totals
Small units for permanent rent	2	2	2	2	2	2	2	2	2	2	2	2	2
Cost per unit per month	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150
Hot-desking hire with use of workshops (10 hour membershi	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15
Hot-desking hire with use of workshops (20 hour membershi	£20	£20	£20	£20	£20	£20	£20	£20	£20	£20	£20	£20	£20
Unlimited hot desking and use of workshops	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50
Spend per head at events (donation, tickets, refreshments)	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5
Average number at events	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25
Number of pop up events	2	2	2	3	3	4	4	4	4	4	4	4	4
Number Learning events per month	2	3	3	3	3	3	4	4	4	4	4	4	4
Cost per course	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50
Number of attendees	10	10	10	10	10	10	10	10	10	10	10	10	10
Sales													
Hot-desking hire (10 hour membership) no of members	25												
Hot-desking hire (20 hour membership) no of members	20												
Unlimited hot desking no of members	25												
Income from permanent offices	2 x £150 per month												
Income from printing	Profit estimate												
Income from events													
Income from learning events													
Grant subsidy													£0
Total Sales	£3,775	£4,326	£4,327	£4,453	£4,454	£4,580	£5,081	£5,082	£5,083	£5,084	£5,085	£5,086	56,416
Overhead Expenses													
Cost of event	50.00%												
Cost of learning event	Tutor cost etc (50%)												
Advertising	Use of socila media												
Rates	RV of £21,600 x 50.4p)could negotiate discount from D&G)												
Water Rates	Estimate												
Gas / Electric (estimate)	Following energy efficiency measures												
Phone and broadband	Internet included inrent												
Insurance	Buildings and public liability. Quote needed												
Stationery, postage & Printing													
Booking / invoicing system													
Tea, coffee, milk etc.	Part of the offer												
Repairs & Maintenance													
Salaries	Shared with 121 plus 2% cost of living rise												
Misc	including cleaning materials												
Total													
Gross Operating Profit	-£2,583	£818	£819	£883	£784	£947	£1,198	£1,199	£1,200	£1,201	£1,202	£1,103	£8,774
Cumulative Cash Flow	-£2,583	-£1,764	-£945	-£62	£722	£1,669	£2,867	£4,067	£5,267	£6,469	£7,671	£8,774	



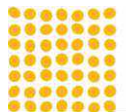
Print Studio Enterprise Space Cash flow year three

	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Totals	
Small units for permanent rent	2	2	2	2	2	2	2	2	2	2	2	2	2	
Cost per unit per month	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	
Hot-desking hire with use of workshops (10 hour membership)	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	
Hot-desking hire with use of workshops (20 hour membership)	£20	£20	£20	£20	£20	£20	£20	£20	£20	£20	£20	£20	£20	
Unlimited hot desking and use of workshops	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	
Spend per head at events (donation, tickets, refreshments)	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	
Average number at events	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	
Number of pop up events	4	4	4	4	4	5	5	5	5	5	5	5	5	
Number Learning events per month	4	4	4	4	6	6	6	6	6	8	8	8	8	
Cost per course	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	
Number of attendees	10	10	10	10	10	10	10	10	10	10	10	10	10	
Sales														
Hot-desking hire (10 hour membership) no of members	25													
Hot-desking hire (20 hour membership) no of members	20													
Unlimited hot desking no of members	25													
Income from permanent offices	2 x £150 per month													
Income from printing	Profit estimate													
Income from events														
Income from learning events														
Grant subsidy													£0	
Total Sales	£5,125	£5,126	£5,127	£5,128	£6,129	£6,255	£6,256	£6,257	£6,258	£7,259	£7,260	£7,261	73,441	
Overhead Expenses														
Cost of event	50.00%	£250	£250	£250	£250	£250	£313	£313	£313	£313	£313	£313	3,438	
Cost of learning event	Tutor cost etc (50%)	£1,000	£1,000	£1,000	£1,000	£1,500	£1,500	£1,500	£1,500	£2,000	£2,000	£2,000	17,500	
Advertising	Use of socila media	£100				£100							300	
Rates	RV of £21,600 x 50.4p (could negotiate discount from D&G)	£907	£907	£907	£907	£907	£907	£907	£907	£907	£907	£907	10,884	
Water Rates	Estimate	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	1,200	
Gas / Electric (estimate)	Following energy efficiency measures	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	2,400	
Phone and broadband	Internet included inrent	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	600	
Insurance	Buildings and public liability. Quote needed	£3,000											3,000	
Stationery, postage & Printing		£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	300	
Booking / invoicing system		£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	180	
Tea, coffee, milk etc.	Part of the offer	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	300	
Repairs & Maintenance		£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	1,200	
Salaries	Shared with 121 plus 2% cost of living rise	£1,133	£1,133	£1,133	£1,133	£1,133	£1,133	£1,133	£1,133	£1,133	£1,133	£1,133	13,594	
Misc	including cleaning materials	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	1,200	
Inflation	3% increase	£141	£48	£48	£48	£66	£63	£63	£63	£78	£78	£81	845	
Total		£7,146	£3,953	£3,953	£3,953	£4,571	£4,531	£4,531	£4,531	£4,531	£5,046	£5,046	56,941	
Gross Operating Profit		-£2,021	£1,173	£1,174	£1,175	£1,558	£1,724	£1,725	£1,726	£1,727	£2,213	£2,214	£2,112	£16,500
Cumulative Cash Flow		-£2,021	-£849	£325	£1,500	£3,057	£4,782	£6,507	£8,233	£9,960	£12,173	£14,388	£16,500	



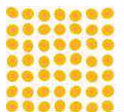
Print Studio Enterprise Space Cash flow year four

	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Totals
Small units for permanent rent	2	2	2	2	2	2	2	2	2	2	2	2	2
Cost per unit per month	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150
Hot-desking hire with use of workshops (10 hour membership)	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15
Hot-desking hire with use of workshops (20 hour membership)	£20	£20	£20	£20	£20	£20	£20	£20	£20	£20	£20	£20	£20
Unlimited hot desking and use of workshops	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50
Spend per head at events (donation, tickets, refreshments)	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5
Average number at events	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25
Number of pop up events	6	6	6	6	6	6	6	6	6	6	6	6	6
Number Learning events per month	8	8	8	8	8	8	8	8	8	8	8	8	8
Cost per course	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50
Number of attendees	10	10	10	10	10	10	10	10	10	10	10	10	10
Sales													
Hot-desking hire (10 hour membership) no of members	25												
Hot-desking hire (20 hour membership) no of members	20												
Unlimited hot desking no of members	25												
Income from permanent offices	2 x £150 per month												
Income from printing	Profit estimate												
Income from events													
Income from learning events													
Grant subsidy													£0
Total Sales	£7,375	£7,376	£7,377	£7,378	£7,379	£7,380	£7,381	£7,382	£7,383	£7,384	£7,385	£7,386	88,566
Overhead Expenses													
Cost of event	50.00%												4,500
Cost of learning event	Tutor cost etc (50%)												24,000
Advertising	Use of socila media												300
Rates	RV of £21,600 x 50.4p (could negotiate discount from D&G)												10,884
Water Rates	Estimate												1,200
Gas / Electric (estimate)	Following energy efficiency measures												2,400
Phone and broadband	Internet included inrent												600
Insurance	Buildings and public liability. Quote needed												3,000
Stationery, postage & Printing													300
Booking / invoicing system													180
Tea, coffee, milk etc.	Part of the offer												300
Repairs & Maintenance													1,200
Salaries	Shared with 121 plus 2% cost of living rise												13,866
Misc	including cleaning materials												1,200
Inflation	3% increase												1,040
Total		£8,324	£5,131	£5,131	£5,131	£5,234	£5,131	£5,131	£5,131	£5,131	£5,131	£5,234	64,971
Gross Operating Profit		-£949	£2,245	£2,246	£2,247	£2,145	£2,249	£2,250	£2,251	£2,252	£2,253	£2,254	£2,152
Cumulative Cash Flow		-£949	£1,296	£3,542	£5,789	£7,934	£10,183	£12,433	£14,684	£16,936	£19,189	£21,443	£23,595



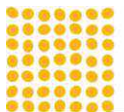
Print Studio Enterprise Space Cash flow year five

	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Totals
Small units for permanent rent	2	2	2	2	2	2	2	2	2	2	2	2	2
Cost per unit per month	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150
Hot-desking hire with use of workshops (10 hour membershi	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15
Hot-desking hire with use of workshops (20 hour membershi	£20	£20	£20	£20	£20	£20	£20	£20	£20	£20	£20	£20	£20
Unlimited hot desking and use of workshops	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50
Spend per head at events (donation, tickets, refreshments)	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5
Average number at events	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25
Number of pop up events	6	6	6	6	6	6	6	6	6	6	6	6	6
Number Learning events per month	8	8	8	8	8	8	8	8	8	8	8	8	8
Cost per course	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50
Number of attendees	10	10	10	10	10	10	10	10	10	10	10	10	10
Sales													
Hot-desking hire (10 hour membership) no of members	25												
Hot-desking hire (20 hour membership) no of members	20												
Unlimited hot desking no of members	25												
Income from permanent offices	2 x £150 per month												
Income from printing	Profit estimate												
Income from events													
Income from learning events													
Grant subsidy													£0
Total Sales	£7,375	£7,376	£7,377	£7,378	£7,379	£7,380	£7,381	£7,382	£7,383	£7,384	£7,385	£7,386	88,566
Overhead Expenses													
Cost of event	50.00%												4,500
Cost of learning event	Tutor cost etc (50%)												24,000
Advertising	Use of socila media												300
Rates	RV of £21,600 x 50.4p)could negotiate discount from D&G)												10,884
Water Rates	Estimate												1,200
Gas / Electric (estimate)	Following energy efficiency measures												2,400
Phone and broadband	Internet included inrent												600
Insurance	Buildings and public liability. Quote needed												3,000
Stationery, postage & Printing													300
Booking / invoicing system													180
Tea, coffee, milk etc.	Part of the offer												300
Repairs & Maintenance													1,200
Salaries	Shared with 121 plus 2% cost of living rise												13,866
Misc	including cleaning materials												1,200
Inflation	2% increase												694
Total		£8,267	£5,105	£5,105	£5,105	£5,207	£5,105	£5,105	£5,105	£5,105	£5,105	£5,207	64,624
Gross Operating Profit		-£892	£2,271	£2,272	£2,273	£2,172	£2,275	£2,276	£2,277	£2,278	£2,279	£2,280	£2,179
Cumulative Cash Flow		-£892	£1,379	£3,652	£5,925	£8,097	£10,372	£12,648	£14,925	£17,204	£19,483	£21,763	£23,942



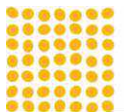
Pop up Retail and Enterprise Space Cash flow year one

	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Totals
Pop up retail units for hire	2	2	2	2	2	2	3	3	3	3	3	3	
Cost per unit per month	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100
Incubation space (20 hour membership)	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25
Incubation space (30 hour membership)	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30
Unlimited incubation space use	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50
Cost to hire bespoke training room per hour	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5
Number of hours per month	360	360	360	360	360	360	360	360	360	360	360	360	360
Occupancy rate	10%	10%	10%	10%	10%	15%	15%	15%	15%	15%	15%	15%	20%
Sales													
Income from pop up shops													
<i>Local products linked to Linen bank</i>													
Incubation hire (20 hour membership) no of members	10												
Incubation hire (30 hour membership) no of members	15												
Unlimited incubation use no of members	5												
Income from training room													
Grant subsidy	£10,000												
Total Sales	£11,330	£1,330	£1,330	£1,330	£1,330	£1,420	£11,520	£1,520	£1,520	£1,520	£1,520	£1,610	37,280
Overhead Expenses													
Advertising													
Use of socila media	£100					£100							£100
Rates	£873	£873	£873	£873	£873	£873	£873	£873	£873	£873	£873	£873	10,476
RV of £20,800 x 50.4p)could negotiate discount from D&G)													
Water Rates	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	1,200
Estimate													
Gas / Electric (estimate)	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	2,400
Following energy efficiency measures													
Phone and broadband	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	600
Internet included inrent													
Insurance	£3,000												3,000
Buildings and public liability. Quote needed													
Stationery, postage & Printing	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	300
Stationery, postage & Printing													
Booking / invoicing system	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	180
Booking / invoicing system													
Tea, coffee, milk etc.	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	300
Tea, coffee, milk etc.													
Repairs & Maintenance	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	1,200
Repairs & Maintenance													
Salaries	£1,089	£1,089	£1,089	£1,089	£1,089	£1,089	£1,089	£1,089	£1,089	£1,089	£1,089	£1,089	13,066
Shared with 121													
Misc	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	1,200
including cleanign materials													
Total	£5,677	£2,577	£2,577	£2,577	£2,677	£2,577	£2,577	£2,577	£2,577	£2,577	£2,577	£2,677	34,222
Gross Operating Profit	£5,653	-£1,247	-£1,247	-£1,247	-£1,347	-£1,157	£8,943	-£1,057	-£1,057	-£1,057	-£1,057	-£1,067	£3,058
Cumulative Cash Flow	£5,653	£4,406	£3,159	£1,913	£566	£-591	£8,352	£7,295	£6,238	£5,181	£4,124	£3,058	



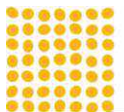
Pop up Retail and Enterprise Space Cash flow year two

		Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Totals
Pop up retail units for hire		3	3	3	3	3	4	4	4	4	4	4	4	
Cost per unit per month		£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100
Incubation space (20 hour membership)		£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25
Incubation space (30 hour membership)		£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30
Unlimited incubation space use		£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50
Cost to hire bespoke training room per hour		£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5
Number of hours per month		360	360	360	360	360	360	360	360	360	360	360	360	360
Occupancy rate		20%	20%	20%	20%	20%	25%	25%	25%	30%	30%	40%	40%	
Sales														
Income from pop up shops	<i>Local products linked to Linen bank</i>	£300	£300	£300	£300	£300	£400	£400	£400	£400	£400	£400	£400	£400
Incubation hire (20 hour membership) no of members	15	£375	£375	£375	£375	£375	£375	£375	£375	£375	£375	£375	£375	£4,500
Incubation hire (30 hour membership) no of members	20	£600	£600	£600	£600	£600	£600	£600	£600	£600	£600	£600	£600	£7,200
Unlimited incubation use no of members	10	£500	£500	£500	£500	£500	£500	£500	£500	£500	£500	£500	£500	£6,000
Income from training room		£360	£360	£360	£360	£360	£450	£450	£450	£540	£540	£720	£720	£5,670
Grant subsidy	<i>Or shares</i>	£10,000												£10,000
Total Sales		£12,135	£2,135	£2,135	£2,135	£2,135	£2,325	£2,325	£2,325	£2,415	£2,415	£2,595	£2,595	37,670
Overhead Expenses														
Advertising	Use of socila media	£100				£100								£100
Rates	RV of £20,800 x 50.4p)could negotiate discount from D&G)	£873	£873	£873	£873	£873	£873	£873	£873	£873	£873	£873	£873	10,476
Water Rates	Estimate	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	1,200
Gas / Electric (estimate)	Following energy efficiency measures	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	2,400
Phone and broadband	Internet included inrent	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	600
Insurance	Buildings and public liability. Quote needed	£3,000												3,000
Stationery, postage & Printing		£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	300
Booking / invoicing system		£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	180
Tea, coffee, milk etc.	Parf of the offer	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	300
Repairs & Maintenance		£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	1,200
Salaries	2% cost of living rise	£1,111	£1,111	£1,111	£1,111	£1,111	£1,111	£1,111	£1,111	£1,111	£1,111	£1,111	£1,111	13,328
Misc	including cleanign materials	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	1,200
Total		£5,699	£2,599	£2,599	£2,599	£2,699	£2,599	£2,599	£2,599	£2,599	£2,599	£2,599	£2,699	34,484
Gross Operating Profit		£6,436	-£464	-£464	-£464	-£564	-£274	-£274	-£274	-£184	-£184	-£4	-£104	£3,186
Cumulative Cash Flow		£6,436	£5,973	£5,509	£5,045	£4,482	£4,208	£3,934	£3,661	£3,477	£3,294	£3,290	£3,186	



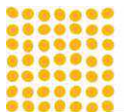
Pop up Retail and Enterprise Space Cash flow year three

	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Totals
Pop up retail units for hire	4	4	4	4	4	4	5	5	5	5	5	5	
Cost per unit per month	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100
Incubation space (20 hour membership)	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25
Incubation space (30 hour membership)	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30
Unlimited incubation space use	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50
Cost to hire bespoke training room per hour	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5
Number of hours per month	360	360	360	360	360	360	360	360	360	360	360	360	360
Occupancy rate	40%	50%	50%	50%	50%	50%	50%	60%	60%	60%	60%	60%	60%
Sales													
Income from pop up shops													
<i>Local products linked to Linen bank</i>	£400	£400	£400	£400	£400	£400	£500	£500	£500	£500	£500	£500	£5,400
Incubation hire (20 hour membership) no of members	20												
£500	£500	£500	£500	£500	£500	£500	£500	£500	£500	£500	£500	£500	6,000
Incubation hire (30 hour membership) no of members	25												
£750	£750	£750	£750	£750	£750	£750	£750	£750	£750	£750	£750	£750	£9,000
Unlimited incubation use no of members	20												
£1,000	£1,000	£1,000	£1,000	£1,000	£1,000	£1,000	£1,000	£1,000	£1,000	£1,000	£1,000	£1,000	12,000
Income from training room	£720	£900	£900	£900	£900	£900	£900	£1,080	£1,080	£1,080	£1,080	£1,080	£11,520
Grant subsidy													£0
Total Sales	£3,370	£3,550	£3,550	£3,550	£3,550	£3,550	£3,650	£3,830	£3,830	£3,830	£3,830	£3,830	43,920
Overhead Expenses													
Advertising	£100				£100								300
Rates	£873	£873	£873	£873	£873	£873	£873	£873	£873	£873	£873	£873	10,476
Water Rates	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	1,200
Gas / Electric (estimate)	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	2,400
Phone and broadband	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	600
Insurance	£3,000												3,000
Stationery, postage & Printing	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	300
Booking / invoicing system	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	180
Tea, coffee, milk etc.	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	300
Repairs & Maintenance	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	1,200
Salaries	£1,133	£1,133	£1,133	£1,133	£1,133	£1,133	£1,133	£1,133	£1,133	£1,133	£1,133	£1,133	13,594
Misc	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	1,200
Inflation	£111	£18	£18	£18	£21	£18	£18	£18	£18	£18	£18	£21	320
Total	£5,832	£2,639	£2,639	£2,639	£2,742	£2,639	£2,639	£2,639	£2,639	£2,639	£2,639	£2,742	35,071
Gross Operating Profit	-£2,462	£911	£911	£911	£808	£911	£1,011	£1,191	£1,191	£1,191	£1,191	£1,088	£8,849
Cumulative Cash Flow	-£2,462	-£1,552	-£641	£270	£1,077	£1,988	£2,999	£4,190	£5,380	£6,571	£7,762	£8,849	



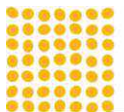
Pop up Retail and Enterprise Space Cash flow year four

	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Totals
Pop up retail units for hire	5	5	5	5	5	5	5	5	5	5	5	5	5
Cost per unit per month	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100
Incubation space (20 hour membership)	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25
Incubation space (30 hour membership)	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30
Unlimited incubation space use	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50
Cost to hire bespoke training room per hour	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5
Number of hours per month	360	360	360	360	360	360	360	360	360	360	360	360	360
Occupancy rate	60%	60%	60%	60%	60%	60%	60%	60%	60%	60%	60%	60%	60%
Sales													
Income from pop up shops													
<i>Local products linked to Linen bank</i>	£500	£500	£500	£500	£500	£500	£500	£500	£500	£500	£500	£500	6,000
Incubation hire (20 hour membership) no of members	20												
20	£500	£500	£500	£500	£500	£500	£500	£500	£500	£500	£500	£500	6,000
Incubation hire (30 hour membership) no of members	25												
25	£750	£750	£750	£750	£750	£750	£750	£750	£750	£750	£750	£750	£9,000
Unlimited incubation use no of members	20												
20	£1,000	£1,000	£1,000	£1,000	£1,000	£1,000	£1,000	£1,000	£1,000	£1,000	£1,000	£1,000	12,000
Income from training room	£1,080	£1,080	£1,080	£1,080	£1,080	£1,080	£1,080	£1,080	£1,080	£1,080	£1,080	£1,080	£12,960
Grant subsidy													£0
Total Sales	£3,830	£3,830	£3,830	£3,830	£3,830	£3,830	£3,830	£3,830	£3,830	£3,830	£3,830	£3,830	45,960
Overhead Expenses													
Advertising	£100				£100								300
Rates	£873	£873	£873	£873	£873	£873	£873	£873	£873	£873	£873	£873	10,476
Water Rates	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	1,200
Gas / Electric (estimate)	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	2,400
Phone and broadband	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	600
Insurance	£3,000												3,000
Stationery, postage & Printing	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	300
Booking / invoicing system	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	180
Tea, coffee, milk etc.	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	300
Repairs & Maintenance	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	1,200
Salaries	£1,156	£1,156	£1,156	£1,156	£1,156	£1,156	£1,156	£1,156	£1,156	£1,156	£1,156	£1,156	13,866
Misc	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	1,200
Inflation	£74	£12	£12	£12	£14	£12	£12	£12	£12	£12	£12	£14	214
Total	£5,818	£2,656	£2,656	£2,656	£2,758	£2,656	£2,656	£2,656	£2,656	£2,656	£2,656	£2,758	35,236
Gross Operating Profit	-£1,988	£1,174	£1,174	£1,174	£1,072	£1,174	£1,174	£1,174	£1,174	£1,174	£1,174	£1,072	£10,724
Cumulative Cash Flow	-£1,988	-£814	£361	£1,535	£2,607	£3,781	£4,955	£6,129	£7,304	£8,478	£9,652	£10,724	

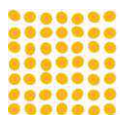


Pop up Retail and Enterprise Space Cash flow year five

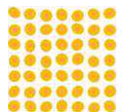
	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Totals
Pop up retail units for hire	5	5	5	5	5	5	5	5	5	5	5	5	
Cost per unit per month	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100
Incubation space (20 hour membership)	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25
Incubation space (30 hour membership)	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30
Unlimited incubation space use	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50
Cost to hire bespoke training room per hour	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5
Number of hours per month	360	360	360	360	360	360	360	360	360	360	360	360	360
Occupancy rate	60%	60%	60%	60%	60%	60%	60%	60%	60%	60%	60%	60%	60%
Sales													
Income from pop up shops													
<i>Local products linked to Linen bank</i>	£500	£500	£500	£500	£500	£500	£500	£500	£500	£500	£500	£500	6,000
Incubation hire (20 hour membership) no of members	20												
20	£500	£500	£500	£500	£500	£500	£500	£500	£500	£500	£500	£500	6,000
Incubation hire (30 hour membership) no of members	25												
25	£750	£750	£750	£750	£750	£750	£750	£750	£750	£750	£750	£750	£9,000
Unlimited incubation use no of members	20												
20	£1,000	£1,000	£1,000	£1,000	£1,000	£1,000	£1,000	£1,000	£1,000	£1,000	£1,000	£1,000	12,000
Income from training room													
Or shares	£1,080	£1,080	£1,080	£1,080	£1,080	£1,080	£1,080	£1,080	£1,080	£1,080	£1,080	£1,080	£12,960
Grant subsidy													£0
Total Sales	£3,830	£3,830	£3,830	£3,830	£3,830	£3,830	£3,830	£3,830	£3,830	£3,830	£3,830	£3,830	45,960
Overhead Expenses													
Advertising													
Use of socila media	£100				£100								300
Rates	£873	£873	£873	£873	£873	£873	£873	£873	£873	£873	£873	£873	10,476
RV of £20,800 x 50.4p)could negotiate discount from D&G)													
Water Rates	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	1,200
Estimate													
Gas / Electric (estimate)	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	2,400
Following energy efficiency measures													
Phone and broadband	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	600
Internet included inrent													
Insurance	£3,000												3,000
Buildings and public liability. Quote needed													
Stationery, postage & Printing	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	300
Stationery, postage & Printing													
Booking / invoicing system	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	180
Booking / invoicing system													
Tea, coffee, milk etc.	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	300
Tea, coffee, milk etc.													
Repairs & Maintenance	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	1,200
Repairs & Maintenance													
Salaries	£1,179	£1,179	£1,179	£1,179	£1,179	£1,179	£1,179	£1,179	£1,179	£1,179	£1,179	£1,179	14,143
2% cost of living rise													
Misc	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	1,200
including cleanign materials													
Inflation	£74	£12	£12	£12	£14	£12	£12	£12	£12	£12	£12	£14	214
2% increase													
Total	£5,841	£2,679	£2,679	£2,679	£2,781	£2,679	£2,679	£2,679	£2,679	£2,679	£2,679	£2,781	35,513
Gross Operating Profit	-£2,011	£1,151	£1,151	£1,151	£1,049	£1,151	£1,151	£1,151	£1,151	£1,151	£1,151	£1,049	£10,447
Cumulative Cash Flow	-£2,011	-£860	£291	£1,442	£2,491	£3,642	£4,794	£5,945	£7,096	£8,247	£9,398	£10,447	



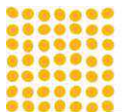
Summary finances year one				
	111	121	Housing	Total
Income	£46,516	£37,280	£28,800	£112,596
Expenditure	£38,255	£34,222	£21,096	£93,574
Profit / Loss	£8,261	£3,058	£7,704	£19,022
Summary finances year two				
	111	121	Housing	Total
Income	£56,416	£37,670	£28,800	£122,886
Expenditure	£47,642	£34,484	£21,096	£103,221
Profit / Loss	£8,774	£3,186	£7,704	£19,665
Summary finances year three				
	111	121	Housing	Total
Income	£73,441	£43,920	£28,800	£146,161
Expenditure	£56,941	£35,071	£21,096	£113,108
Profit / Loss	£16,500	£8,849	£7,704	£33,053
Summary finances year four				
	111	121	Housing	Total
Income	£88,566	£45,960	£28,800	£163,326
Expenditure	£64,971	£35,236	£21,096	£121,302
Profit / Loss	£23,595	£10,724	£7,704	£42,024
Summary finances year five				
	111	121	Housing	Total
Income	£88,566	£45,960	£28,800	£163,326
Expenditure	£64,624	£35,513	£21,096	£121,233
Profit / Loss	£23,942	£10,447	£7,704	£42,093
Total reserves built across 5 years				£155,857



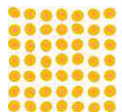
Appendix 3 : Preferred Floor Plans and Site Plan



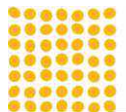
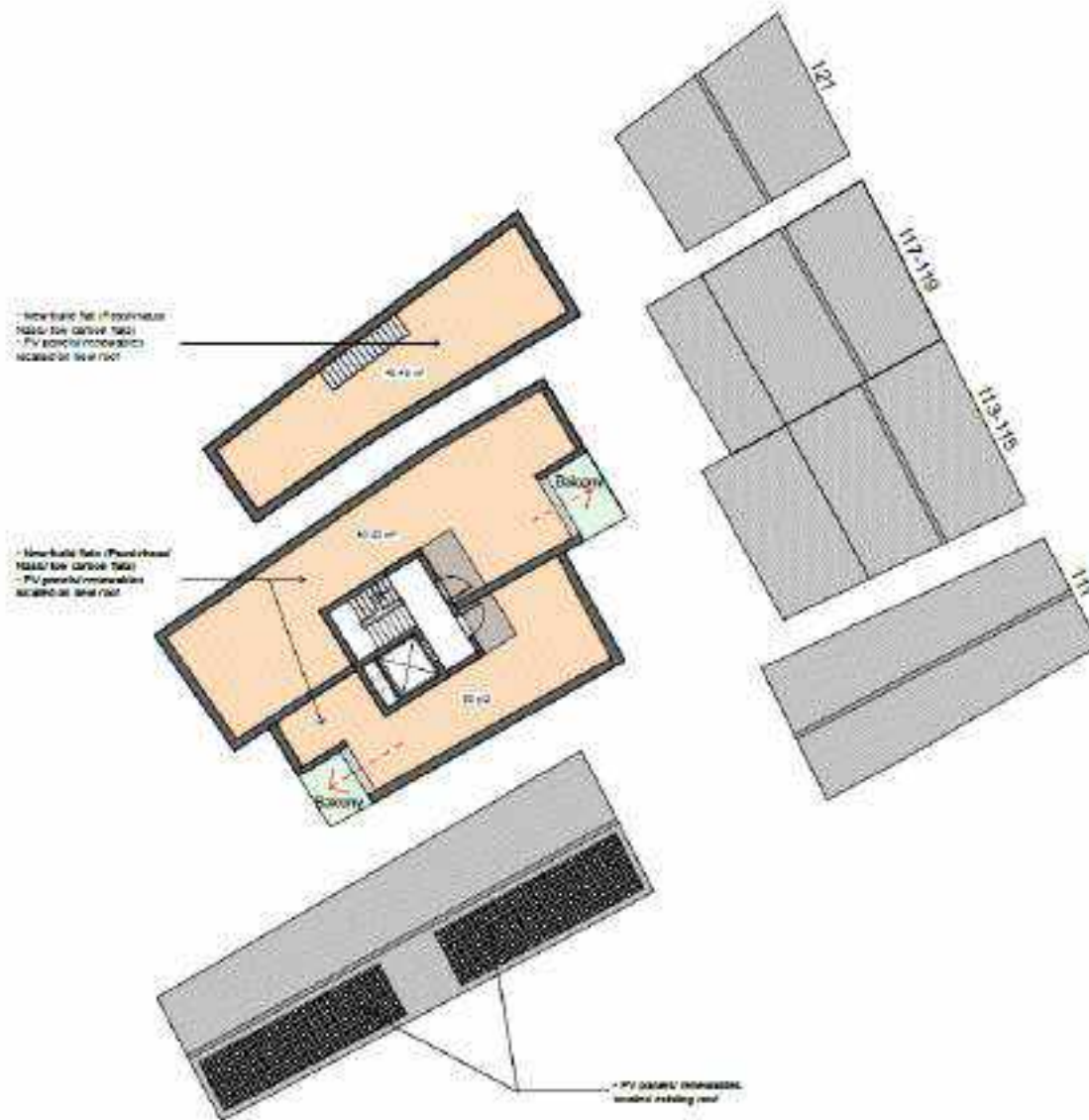
Indicative Proposed Uses	
111 High Street	G/A
Residential (2 units)	100 sqm
Commercial (2 units)	200 sqm
112/118 High Street	G/A
Residential (5 units)	240 sqm
Commercial (2 units)	110 sqm
117/119 High Street	G/A
Residential (5 units)	250 sqm
Commercial (2 units)	270 sqm
121 High Street	G/A
Residential (5 to 6 units)	270 sqm
Commercial (2 units)	60 sqm
Total Residential (17 to 18 units)	1160 sqm
Total Commercial (12 to 13 units)	790 sqm



Indicative Proposed Uses	
111 High Street	GA
Residential (2 units)	103 m ²
Commercial (4 to 6 units)	207 m ²
113/115 High Street	GA
Residential (5 units)	345 m ²
Commercial (2 units)	118 m ²
117/119 High Street	GA
Residential (5 units)	309 m ²
Commercial (5 to 6 units)	271 m ²
121 High Street	GA
Residential (3 to 6 units)	271 m ²
Commercial (2 units)	80 m ²
Total Residential (17 to 19 units)	1158 m ²
Total Commercial (10 to 12 units)	763 m ²



Include Proposed Area	
111 High Street	GA
Residential (2 units)	336 sq ft
Commercial (4 units units)	291 sq ft
113/15 High Street	GA
Residential (2 units)	348 sq ft
Commercial (2 units)	113 sq ft
117/19 High Street	GA
Residential (2 units)	336 sq ft
Commercial (1 to 5 units)	271 sq ft
121 High Street	GA
Residential (2 to 4 units)	271 sq ft
Commercial (2 units)	80 sq ft
Total Residential (17 to 19 units)	1130 sq ft
Total Commercial (13 to 15 units)	752 sq ft





**community
enterprise**

Feasibility Study

Study into the Feasibility of Purchasing and Operating 111 and 121 High Street in Dumfries

Dumfries High Street Limited (t/a Midsteeple
Quarter (MSQ))

August 2020



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1. Introduction and Background

1.1 Background and Vision

Midsteeples Quarter is an ambitious initiative that is seeking to establish a new vision for town centres. Though it fits with national and regional policy and strategy, it is not top down, but it is a response to specific local community led consultation which uncovered a consensus amongst the people, businesses, groups and agencies that a priority for a 'future Dumfries' that is a more diverse town centre where people live alongside a mix of new businesses/shops, as well as culture, leisure and local services.

The broad project (which the purchase of 111 and 121 sits within) will see the local community take back control of a group of underused and neglected High Street buildings and refurbish these as a contemporary living, working, socialising, learning and enterprising quarter.

A new beating heart for the town that will be a catalyst to grow a new thriving and resilient town.

Midsteeples Quarter intends to take ownership of a group of disused buildings on the High Street, refurbish the and steward them for the community, taking into account such elements as affordable enterprise space at street level and high quality affordable homes on the upper floors or the closes. The overall vision is encapsulated within the MSQ Blueprint¹ and Masterplan².

The physical Masterplan is included in the Dumfries and Galloway Local Development Plan 2 as an allocated mixed-use site and is approved as Planning Guidance by Dumfries and Galloway Council in November 2019.

MSQ currently own two properties (135-139 High Street and 1 Standard close to the rear) and have recently concluded missives with a date of entry of 11th Sept 2020 on two further properties: 113-115 and 117-119 High Street which are directly adjacent to 111 and 121 High Street. They have therefore built experience in asset acquisition and development. All four properties have been empty for many years and, owned together, present a substantial opportunity to bring them back into productive use.

The previous work undertaken for 113-115 and 117-119 has been drawn on to support this current feasibility study.

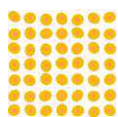
MSQ has received long-term support from Dumfries & Galloway Small Communities Housing Trust (DGSCHT) in relation to community-led housing. 111 and 121 flank either side of 113-115 and 117-119, and their acquisition will see MSQ take ownership of a row of 4 properties, radically changing this section of Dumfries High Street and developing 5 out of 8 properties in the identified area. It will be emphasised that the feasibility study for these two properties sits within a broader context.

Both properties are in separate private ownership and both owners are receptive to the possibility of a purchase of these assets. Both properties have been vacant for a number of years with consequent deterioration in internal and external condition.

MSQ are seeking a view around future redevelopment strategy for the buildings within the context of the wider Masterplan including working with DGSCHT on clarifying the nature and scale of community housing.

¹ https://www.midsteeplesquarter.org/wp-content/uploads/2020/02/MSQ_Blueprint_2020_PRINT1.pdf

² https://www.dumgal.gov.uk/media/22146/Midsteeples-Quarter-Masterplan/pdf/Midsteeples_Quarter_Masterplan_LDP2_Nov_2019.pdf?m=637098381229270000



MSQ have led on a range of innovative and empowering community consultations over many years and this process fits into that longer history. Much of that utilises the language of radical protest. “Doon toon army – take it to the street”.

1.2 The Organisation

The Stove Network is a well-established and highly respected community led creative and artistic social enterprise. It is a company limited by guarantee (registered in 2011) and a registered charity (registered in 2014). Though legally entirely separate, the Stove Network was instrumental in stimulating the Midsteple Quarter project.

Midsteple Quarter (MSQ) is the trading name of Dumfries High Street Limited (DHSL), a Community Benefit Society established to enable local people to help shape a prosperous, compassionate and vibrant Dumfries town centre for the future. DHSL was formally established on the 24th April 2017. It is registered with Financial Conduct Authority. Anyone can become a member of the society, but only people and businesses resident in DG1 and DG2 (wider Dumfries area) have voting rights. DHSL was publicly launched on 7th April 2018 and to date has in excess of 400 members. DHSL is the applicant body for the Scottish Land Fund application.

The organisation has set up Dumfries High Street Properties Ltd (DHSPL) as a wholly owned trading subsidiary of the main community benefit society. This offers an opportunity to out-source some of the governance and management of the whole project.

Stakeholders include Dumfries and Galloway Council, South of Scotland Enterprise, Scottish Government, Scottish Futures Trust and the Dumfries and Galloway Small Communities Housing Trust.

1.3 The Master Plan and Blueprint

The overall vision is encapsulated within the MSQ Blueprint³ and Masterplan⁴.

The Blueprint sets out proposals to reposition the Midsteple Quarter site as a vibrant and sustainable town centre neighbourhood, supporting a more successful Dumfries High Street. The Midsteple Quarter project plans to create over 60 new homes and 50 new commercial spaces in a new neighbourhood sheltered within a town block which will become home to in around 200 people. It will be a neighbourhood that is:

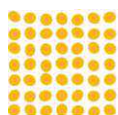
- diverse, adaptable and driven by community needs, aspiration and enterprise
- recognises and respects the environment
- promotes and profiles the importance of Scotland’s towns and places.

The design principles informing the proposals reflect the Midsteple Quarter Master Plan, which was formally adopted as Planning Guidance by the Council in November 2019. The principles focus on:

- Creating a town centre for living and embracing change
- Re-introducing mix, scale, adaptability (housing and non-housing uses)
- Better public and private realm
- Exemplar energy standards and sustainable design
- Understanding conservation value

³ https://www.midsteplequarter.org/wp-content/uploads/2020/02/MSQ_Blueprint_2020_PRINT1.pdf

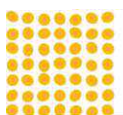
⁴ https://www.dumgal.gov.uk/media/22146/Midsteple-Quarter-Masterplan/pdf/Midsteple_Quarter_Masterplan_LDP2_Nov_2019.pdf?m=637098381229270000



- Creative adaptation / New into old

A Masterplan has been produced by ARPL Architects to guide the regeneration of the Midsteeples Quarter Site. Dumfries and Galloway Council adopted the document as Supplementary Guidance for the Local Development Plan in November 2019. The Masterplan is founded on three Key Principles:

1. The local community taking the lead on redevelopment
2. Repopulating the town centre by creating high-quality affordable housing on upper floors
3. Dynamic, engaging street level activity supporting a mixed and vibrant local economy



1.4 The Assets



This study is considering two properties

111 High Street Dumfries DG1 2QT

Built in the late 19th Century.

Accommodation

- Ground floor – retail area; customer changing cubicles and storage including a steel framed mezzanine
- First floor – stores, staff toilets, staff tea room, offices
- Second floor – stair head and corridor partitioning to open plan area; former roof lights boarded over, vaulted to underside of roof

Areas

- Ground floor – 152m²
- First floor - 120m²
- Second floor (not stated) but extends over the same floor area as the lower floors

The frontage is directly onto the pedestrianised High Street. The “Plain Stanes” performance area is opposite the frontage. The frontage is 4.5m wide. There is a close to the north side of the property which is gated and locked. There is a small rear garden area to the rear (west) with doors from the rear store to the rear and to the close to the North.

The building was once a print works.

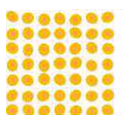
111 valuation is £60,000

The conditions survey indicated that the property is in poor condition. It has been unoccupied for some years and maintenance has been neglected (maintenance of the property is difficult owing to the lack of access). There is dampness caused mainly by rainwater penetration and defects at the abutments with the neighbouring buildings.

Any repair work will need to be considered in conjunction with the treatment of rot, temporary structural supports, and the proposed future use of the property.

The building is B listed

121 High Street Dumfries DG1 2QT





The building is a long narrow town centre retail unit in a high street terrace. The building is within the Dumfries town centre conservation area and has been given a grade B in the list of buildings of historic or architectural interest by Historic Environment Scotland. Built in the late 19th Century.

Accommodation

Cellar – 3 store room

- Ground floor – foyer area, retail area; staff kitchen and office stair access to cellar and upper floors
- First floor – stores, staff toilets, staff tea room, office
- Second floor – 2 office rooms, staff room with WC and open stair to attic
- Attic – lined roof void with water tank

Approximate areas

- Cellar - 25m²
- Ground floor – 95m²
- First floor - 36m²
- Second floor 35m²
- Attic 20m²

Total 211m²

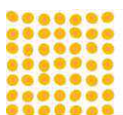
The frontage is directly onto the pedestrianised High Street. The mid steeple building is opposite the shop front. The retail frontage is 4.8m wide. There is a close to the south side of the property which is gated and locked. The close is approximately 1m wide. It is likely that the close has right of access for other properties close by.

Valuation is £120,000

1.5 Methodology

Engaging with as many local people as possible during this challenging period of covid-19 lockdown, when public meetings and face to face interviews was not possible, was a critical part of the research phase. Every effort was made to carry out extensive and highly participative community engagement using telephone interviews, zoom groups and digital tools. Using social distancing, the Oven presented an opportunity for local people to be updated on the project on the high street. The aim is to ensure that proposals for the two sites meet with local need and commercial demand.

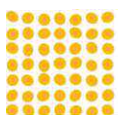
- Learning from previous feasibility work in the town was valued, analysed and used as useful data for example
 - Community consultation using drop in meetings interviews and comments on display boards. Over 120 attendees.
 - Previous consideration by ARPL and Urban Animation



- 6612 votes for 135 ideas and comments suggested by local people in the community using an on-line platform
- 43 people attended a drop in at the Oven in the High Street and commented on plans and research thinking.
- 8 stakeholder organisations with a specific interest in the project engaged in an on-line focus group
- A further 8 engaged in one to one interviews

The stages of this study are outlined below:

Awareness Raising	<ul style="list-style-type: none"> • Awareness was raised amongst the membership and wider population of Dumfries via social media and direct mailing to over 400 members • Notices were posted on social media channels, including Facebook (followed by 1426 people), the Stove network (followed by 4034 people) and both twitter accounts (followed by well over 4000 people) • Bill posters were posted on the buildings directing people to the drop-in consultation sessions and containing QR codes for people to take part in the online survey
Analysis of previous and contextual documents	Consideration of the masterplan document and feasibility studies for other properties as well as title deeds, constitution and accounts.
Demographic and Policy Analysis	Study of key demographic trends in the local area using Community Insight, a software package that collects data from over 30 databases and a range of other sources. Analysis of key national, local authority and local policies and priorities.
Digital Ideas survey	<p>A democratic community survey to elicit support for ideas was launched where all the ideas came from local people and were then judged and voted on by local people.</p> <p>There were 6612 votes for 135 ideas and comments.</p>
Public drop in	Midsteeple Quarter facilitated a period of drop in sessions with display boards designed by Community Enterprise and John Gilbert Architects. The Network staffed the premises for three days, encouraging debate and recording views. 43 people attended.
Virtual meetings	In order to gather views from a broad cross section of the community in Dumfries a stakeholder meeting was held hosted by Dumfries Partnership Action Group and the community council. 12 people attended.
Market research	Market research was undertaken into the commercial demand for enterprise, housing, community and other space.



Stakeholder Interviews	In-depth interviews with xx individual external stakeholders.
research report and options	research report produced for discussion with Midsteple and way forward agreed.

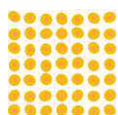
1.6 Impact of global coronavirus pandemic

This feasibility study has been concluded amidst the ongoing coronavirus (Covid-19) global pandemic. The majority of community consultation was completed during the UK and Scottish Government's publication of guidance on social distancing on 16 March 2020 but lockdown restrictions towards the end of the process allowed MSQ to deliver a consultation in the High Street with suitable safeguards in place. This resulted in;

- The inability to have a large public meeting and open debate but this was ameliorated by the open drop in for three days on the High Street and the good engagement in digital ideas generation
- The inability to spend time in the community, but having MSQ lead on community consultation allowed this to happen more easily
- Difficulties in contacting some local community groups and businesses which were shut during the 'lockdown' period.

The medium and long term impact of this unprecedented pandemic remain uncertain at this stage, although factors of particular importance to the MSQ project are likely to include:

- A lack of clarity on demand for enterprise units and the nature of business space that will be in demand following remote working
- The long term impact of social distancing on service provision particularly in relation to group activity such as community cinema which was raised as an opportunity
- The impact of an economic downturn and how that may change income projections and levels of demand.



2. Research

2.1 Nature of the Area - Demographics and Statistics

The data presented here represents Dumfries Centre, Dumfries North, Dumfries East Intermediate Zones, and three datazones (4/5/6) of the Dumfries West and Rhu IZ that correspond to the western boundary between Dumfries and neighbouring village of Rhu. The map illustrates the boundaries of this area.

Overview of Dumfries area (DG1 and DG2)

Midsteple Quarter defines its local community as that relating to postcodes DG1 and DG2.

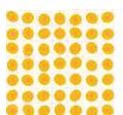
This area lies within Dumfries & Galloway Council local authority in the South West of Scotland. Dumfries is the main urban centre and many of the local services are provided here. This area also encompasses a range of small villages and hamlets. These stretch to Southernness on the Solway Firth, Crocketford to the west, Ae Village and Forest to the north and Carrutherstown to the east of the region. The map illustrates the postcode boundaries of this demographic report.



The cultural and archaeological heritage of the area has played an importance role in its growth and development. The area contains a wide variety of listed building and monuments as well as a range of archaeological sites and features including Roman forts, Neolithic stone circles, and historically significant medieval ruins such as Sweetheart Abbey and Caerlaverock Castle. The area also has strong connections to famous figures such as Robert Burns, J.M. Barrie, Jane Haining and Thomas Carlisle to name a few. Spaces connected with these figures have been turned into museums across the region including Moat Brae in Dumfries – the inspiration for Peter Pan’s adventures and Robert Burn’s Ellisland Farm in Dunscore.

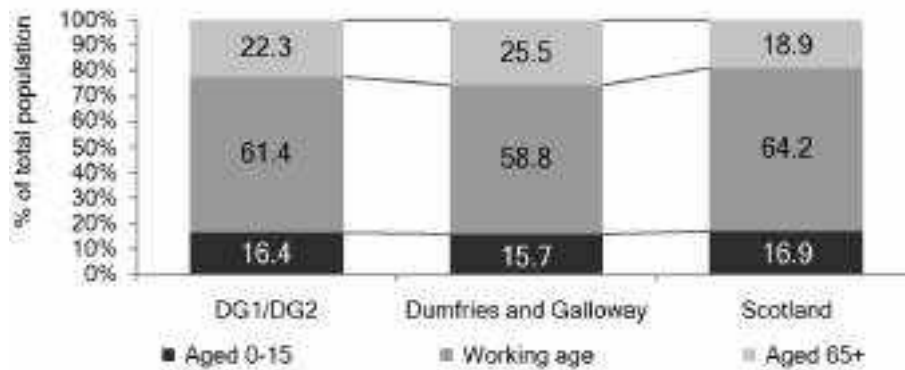
Desktop research was conducted to explore some of the statistics available for the area. The figures below are taken from the Community Insight software which collects data from over thirty database sources⁵. The DG1 and DG2 postcode is also referred to as the ‘Dumfries area’ or ‘this area’ in the report below.

⁵ Data are obtained from Community Insight, a software that collects data from over 30 databases including Census Scotland, Department of Work and Pensions, NHS and others. Community Enterprise does not own any of the above data.

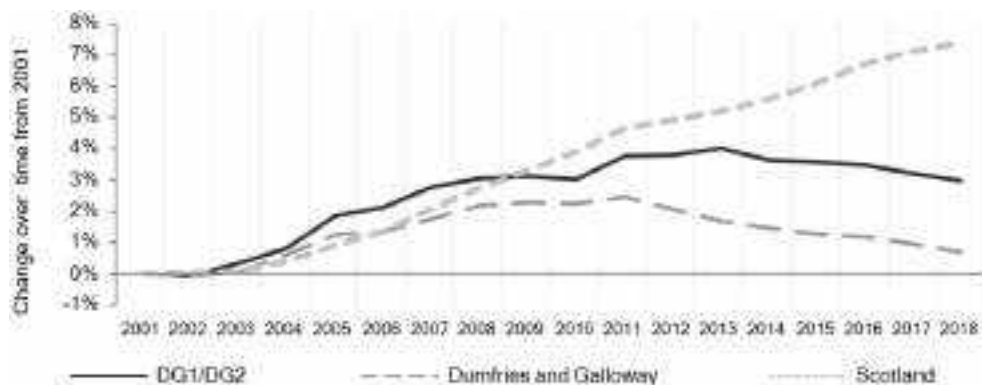




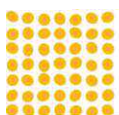
The DG1 and DG2 postcode area has a total population of 50,580.



At 22.3%, the proportion of the population aged over 65 is slightly smaller than the Dumfries & Galloway average (25.5%) however, this area has more 65+ year olds than the Scottish average (18.9%). The proportion of people of working age is higher than the regional figures but 2.8% lower than national averages. For the youngest age group (0-15 years) the DG1/DG2 average is within 1% of both regional and national averages.



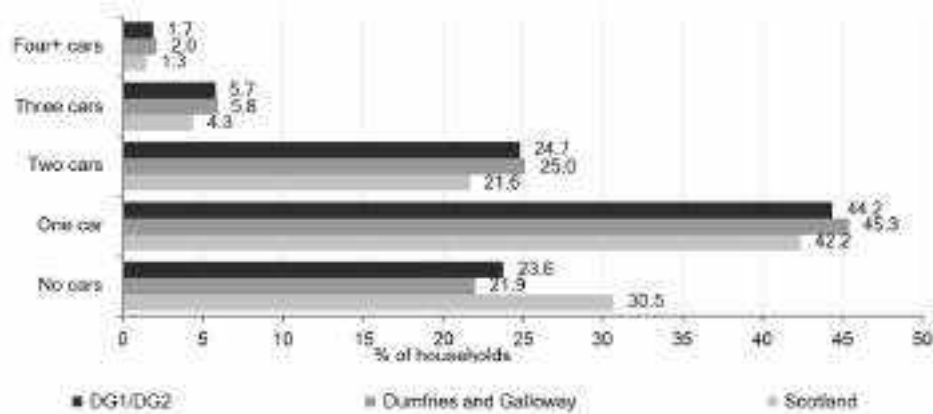
The recent population trend shows around a 1.5% decline since 2013. However, this area has been in a general pattern of net growth over the past 20 years.





Transport

The pattern of car ownership in the Dumfries area largely matches the regional and national averages as seen on the graph below. 23.6% of households do not have access to a car which is lower than the Scottish average of 30.5% but slightly higher than the levels for Dumfries and Galloway. 44.2% of households have access to one car, 2% higher than national levels. Ownership levels for multiple cars broadly follows regional averages although levels for 2, 3 and 4+ cars remains higher than the norm across Scotland.



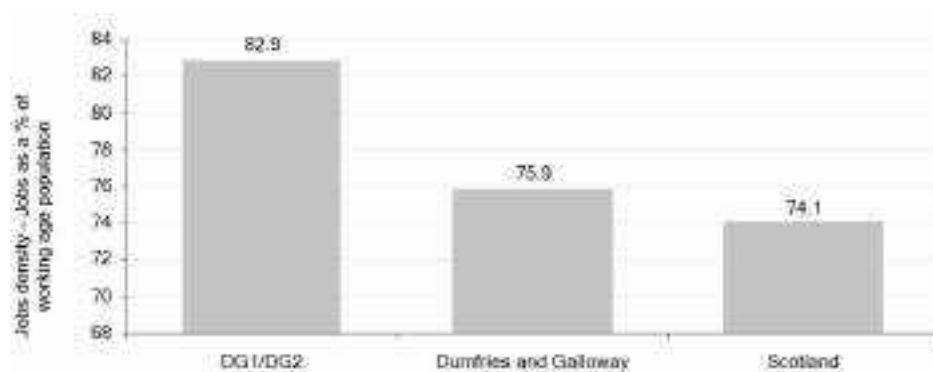
The single carriageway A75 runs along the southern boundary of the area, through the main urban area of Dumfries. The A76 travels north-west of Dumfries and connects this region to towns within South Ayrshire. The A701 connects to the M74 in the east, providing a north-south link between Glasgow and Carlisle.

The area is serviced by Dumfries Train Station which operates northerly services to Kilmarnock and Glasgow Central as well as stations south on the Carlisle line.

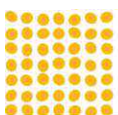


Economy and Employment

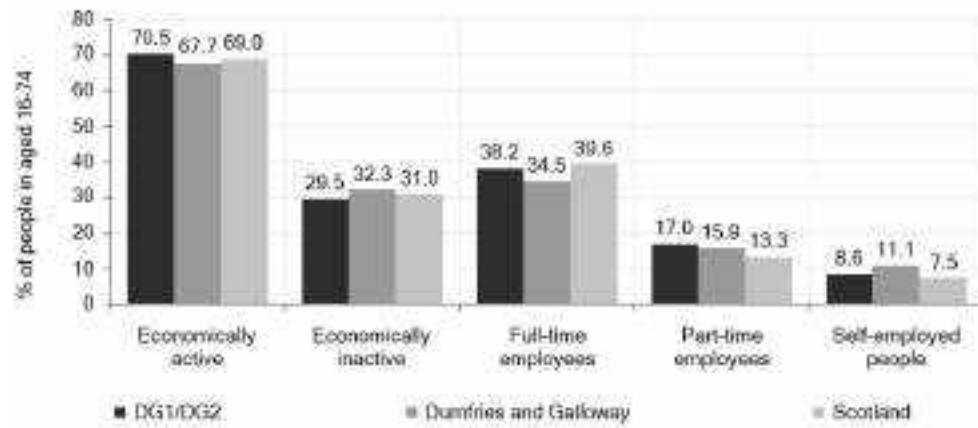
There is a significantly higher jobs density in this area compared to the wider region, and Scotland as a whole (shown below). This measure reports on the number of jobs as a % of working age population and can be seen to sit around 7% higher than the average for Dumfries and Galloway. This is likely to be linked to the presence of Dumfries town centre within the DG1/DG2 area.



The largest industry sector is Health (19.7%) followed by Retail (11.2%) and Education (8.5%).



A higher proportion of the population are economically active than the regional and Scotland averages (70.5% compared to 67.7% and 69%, respectively). 38.2% of people are employed full-time, which is slightly lower than the Scotland average of 39.6%. Self-employment is a more common option for people across Dumfries and Galloway than the national average, however, the DG1/DG2 area reports a 2.5% lower level of self-employed people than the regional figure of 11.1%.

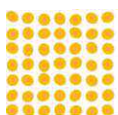


Excluding self employed people, 28.2% of employees are employed in the public sector, compared with 20.6% across Dumfries and Galloway, and the Scotland average of 22.2%. The largest employment sector is health and social work (20% of people in employment) followed by retail (17%) and manufacturing (8%).



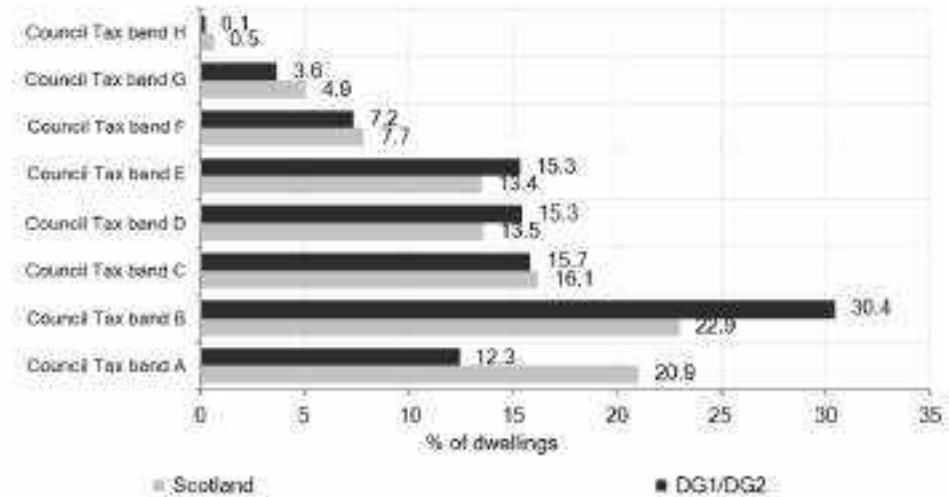
Housing

30.7% of dwellings in the Dumfries area detached and 27.1% are semi-detached – both considerably higher than the Scotland averages of 21.4% and 19.7%. Flats, maisonettes and apartments make up just 21.6% of dwellings, compared with 37.7% across Scotland as a whole.



Council tax bands can be used as measure for property value and levels of affordable housing with Band A representing the lowest property value. The highest proportion of dwellings locally belong to council tax Band B (30.4%) a 7.5% increase on national averages. The proportion of housing in Bands C, D and E can all be seen to be within 1-2% of national averages. The proportion of property classified within the most expensive bands are lower than Scottish figures. Only 12.3% of homes are classified in the least expensive housing band, 8.6% lower than national averages.

66.5% of dwellings are owner-occupied, which is around 2% higher than the regional



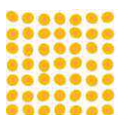
average and 4% higher than national levels. 34.7% of housing is owned outright (compared to the Scotland average of 27.8%). The area also has slightly lower rates of home ownership through mortgages and loans (31.3% vs. 33.7%).

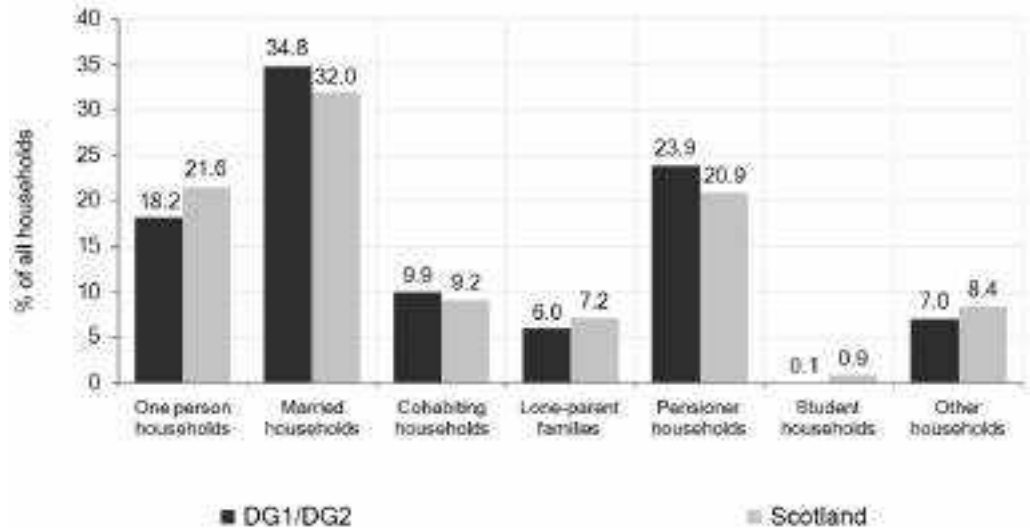
Dumfries and Galloway Council doesn't own their own stock of rental housing and so all social housing is outside of the regional authority. The level of social rented households sits at 18.9%, around 5% lower than the average for Scotland. All of this housing stock is rented from a Housing association or social landlord. At 11.2%, this area has a similar proportion of privately rented housing is to the Scottish average (11.2%).



Households

There are a higher proportion of pensioner households than the Scotland average (23.9% vs. 20.9%). 34.8% of households are married which is 2.8% higher than national levels. The area has fewer one person households, lone parent families and student households than the national averages.





Health

GP services are provided in Dumfries, Dunscore and New Abbey. A&E and hospital facilities are located at Dumfries and Galloway Royal Infirmary in Dumfries.

The DG1/DG2 area has considerable differences in life expectancy rates across the region. Parts of Dumfries record the lowest male life expectancy rates for Dumfries and Galloway (Lochside and Lincluden - 72 years and Dumfries Central - 73 years). In contrast, other areas locally have amongst the highest regional male life expectancy (Troqueer - 83.5 years and Georgetown - 83.5 years).⁶

For women, a similar pattern emerges. The difference in life expectancy across the DG1/DG2 area for women is around 12 years (Lochside and Lincluden - 77.6 years and Troqueer - 89.5 years).

20% of people have a limiting long-term illness, which is largely comparable to the Scotland average of 19.6%.

A number of benefits can also act as indicators for the health of local residents. Attendance Allowance is a benefit payable to people over the age of 65 who are so severely disabled, physically or mentally, that they need a great deal of help with personal care or supervision. 14.3% of people in the Dumfries area claim Attendance Allowance, which is similar to the average for Scotland.

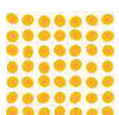
Personal Independence Payments (PIP) are payable to those under the age of 65 who need help with some of the extra costs caused by long-term disability, ill-health or terminal ill-health. There is a higher proportion of PIP claimants locally when compared to average levels across Scotland, with 8.7% of the population claiming this benefit (7.6% nationally). This figure can be examined specifically for individuals who claim PIP for mental health conditions - which at 3.4% is 0.5% higher than the national average.



Connectivity

Broadband connectivity in the area is lower than the average Scotland with the average broadband download speed is 23.36 Mbit/s, around half of Scotland's average (41.80 Mbit/s). 4.1% of connections have low broadband speeds (compared to the Scotland average of 2.5%).

⁶ https://scotland.shinyapps.io/ScotPHO_profiles_tool/





Education

29.8% of people have no qualifications (lower than the Dumfries & Galloway average of 32.9% but higher than the Scotland average of 26.8%). 23.2% hold higher education qualifications, which is lower than the national average but slightly higher than regional figures.

There are a range of local primary schools across the area, all feeding into Dumfries High School, Dumfries Academy or St Joseph's College. Langlands School is also located in Dumfries and provides secondary education for children aged 11-18 years with severe and complex needs.⁷

These schools were ranked in the 2019 Scottish school league tables (out of 339) and the results can be seen in the table below.⁸

School	Ranking (1-339)	% of five higher passes
St Joseph's College	42	49%
Dumfries Academy	134	36%
Dumfries High School	207	30%

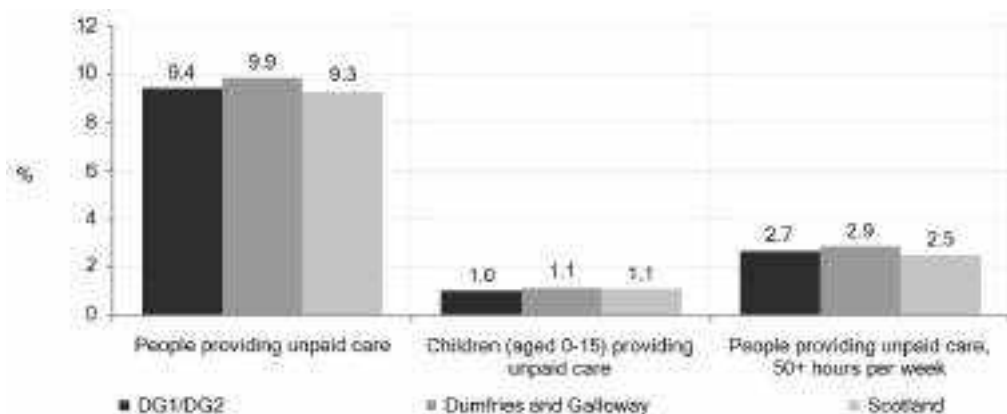


Vulnerable Groups

There are 3,239 pensioners living alone in this area, a figure that is slightly higher than the national average. At 12.2%, the proportion of pensioners living in poverty locally is 2% lower than the Scotland average (14.2%).

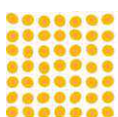
Levels of Universal Credit claims are slightly higher than the national average (13% vs. 12.6%).

9.4% of people locally provide unpaid care (Scotland average = 9.3%). Of these, 1% are children and 2.7% of unpaid carers are providing more than 50 hours a week of care.



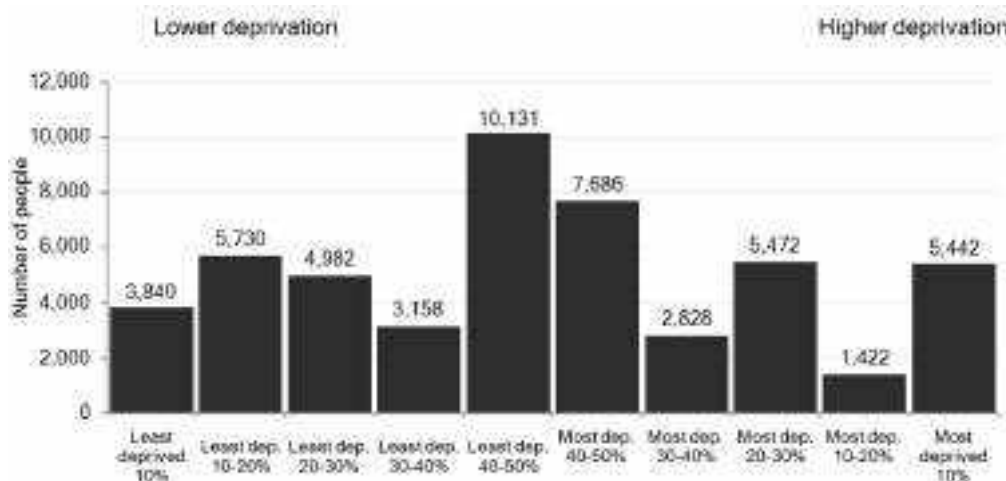
⁷ <https://www.dumgal.gov.uk/article/15534/Secondary-schools>

⁸ https://www.thetimes.co.uk/edition/scotland/scottish-school-league-tables-2019-edinburgh-schools-worst-at-hitting-exam-targets-7sv66fr28?wgu=270525_54264_15943943561673_2131d9b9ee&wgexpiry=1602170356&utm_source=planit&utm_medium=affiliate&utm_content=22278



SIMD⁹

Scottish Index of Multiple Deprivation ranks areas from most deprived to least deprived. The profile of deprivation across the DG1 and DG2 postcodes illustrates a mixed pattern with residents categorised within each 10% decile. The largest single grouping of residents was in the 40-50% least deprived (10,131 people) however there are significant peaks across the full range of the deprivation profile.

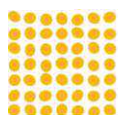


27,841 people (55%) are classed within the upper deciles or 50% least deprived. 22,850 (45%) can be categorised in the 50% most deprived deciles. Of particular note, however, is the 5,442 (10.7%) of local residents who are considered to be amongst the 10% most deprived in Scotland. This pattern illustrates a considerable degree of inequality across the local area.

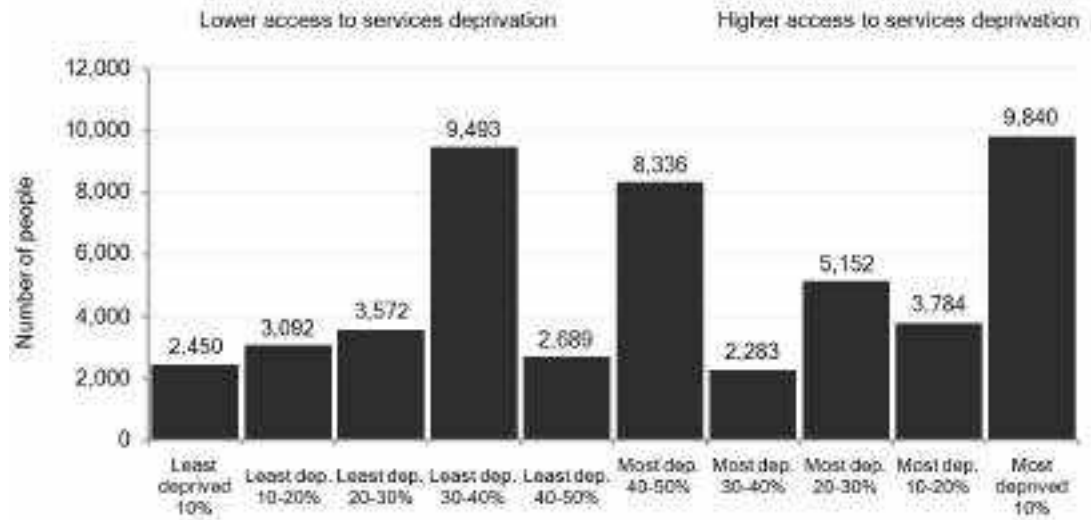
The Dumfries area is not one that could be largely classed as deprived in terms of housing, health, or education. Due to its mixed rurality, however, 9,840 people in the

area fall within the most deprived 10% for geographic access to services (see Graph below). The pattern of service access across the area illustrates the mix of town and

⁹ The Scottish Index of Multiple Deprivation (SIMD) identifies small area concentrations of multiple deprivation across all of Scotland in a consistent way. It allows effective targeting of policies and funding where the aim is to wholly or partly tackle or take account of area concentrations of multiple deprivation. SIMD ranks small areas (called data zones) from most deprived (ranked 1) to least deprived (ranked 6,976).



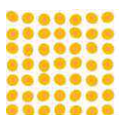
rural areas with a further 2,450 people within the most deprived in terms of service access.



There are also pockets of deprivation in relation to income (3,852 people falling within the most deprived 10%); employment (5,442 residents falling within the most deprived 10%); and crime (6,318 people living in the most deprived 10%).

The map shows the DG1/DG2 area according to the SIMD 2020 rankings. The red areas illustrate higher levels of deprivation and the blue areas correspond to areas of least deprivation. The map illustrates that much of the rural area outside of Dumfries has an overall ranking around the 5th, 6th or 7th decile (light brown/ light blue). This essentially highlights these areas as having mild – to low levels of deprivation with some aspects like access to services increasing the overall deprivation profile of this region.

Dumfries town has areas highlighted in dark blue (lowest deprivation) and others areas in the north and central areas of the town amongst the most deprived. This pattern has been observed across a range of statistics presented in the sections above. Consideration of potential regional inequalities therefore can be considered vitally important within this locality. Efforts to engage with and reflect on the needs and priorities of the whole community are paramount.



2.2 Alignment with local and national strategic direction

Alignment with national and local policy

A full policy analysis was undertaken to consider the MSQ project's alignment and contribution to key local and national policy. **The full review is contained in Appendix 1**, with the following of particular importance:

National Policy

- Community Empowerment (Scotland) Act 2015 and the move to local control of assets
- Scottish Government's National Performance Framework in particular the one that states "We live in communities that are inclusive, empowered, resilient and safe"
- Scotland's Social Enterprise Strategy, 2016-2026
- The wellbeing Economy. The Scottish government is working toward a definition of success based on well-being not GDP. This was reflected in the post covid economic recovery report, "Towards a Robust, Resilient Wellbeing Economy for Scotland"
- Community Wealth Building which is a new policy directive to focus spend in a local area
- Place making, the aim to strengthen a geographical community

Local Strategic Direction

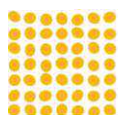
- Fundamentally the blueprint and master plan, approved by the local authority drives the vision of the project
- Borderlands Growth Deal and the support of the new South of Scotland Agency
- Local Housing Strategy 2018-2023
- Local Outcome Improvement Plan 2017 - 2027

2.3 Previous Research

Long term commitment to Community Consultation

Prior to this feasibility study, the Oven has spearheaded a series of public participation events which generated strong community views which can be fed into this and subsequent research. All of these were designed to engage the community of Dumfries in a public conversation about the future purpose of Dumfries in the context of the downturn traditional retail. These events included;

- Charter 14 (<https://thestove.org/portfolio/charter-14/>)
- Open House (<https://thestove.org/portfolio/open-house-may-2015/>)
- Square Go The aim of this public workshop was to obtain answers to the question "*What would bring more people to Dumfries?*". The event was led by a group of artists, designers, architects and planners from the local area and from this the following key themes emerged; *enterprise, creative spaces, accommodation, environmental, education*. (<https://thestove.org/portfolio/makingdumfries-square-goapril-2016/>)
- House on the High Street (<https://thestove.org/portfolio/house-on-the-high-street/>)



- Act As If We Own The Place (<https://thestove.org/portfolio/act-as-if-we-own-the-place/>)

This consultation led to the beginnings of a consensus across different stakeholder groups that a Dumfries town centre should have a mixed and resilient offer of spaces for living, working, socialising, learning and enterprise.

The themes which arose from the consultation exercise were:

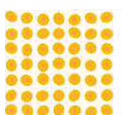
- Enterprise - a common desire for reduced rents, inclusion of entertainment or sources of things to do which do not involve alcohol; a desire for live music, cafes not pubs; a desire for more independent retailers selling locally made goods. The current research confirms some of this.
- Creative Spaces – a strong appetite for use of Town Centre buildings for art/community/social uses as well as living accommodation and highlighting the importance of creative spaces/workshops in the Town Centre. There is some momentum towards this but not across the board in the current research.
- Accommodation – the desire to bring families back into the High Street, with accommodation above shops possibly providing opportunities to boost the town centre economy – particularly the evening economy. Affordable accommodation could be used for mixed owner occupier/social housing which includes students, elderly and young families, potentially including a community hub with washing/drying facilities. The research has required a process of stimulating demand due to the low expectations of local people regarding town centre housing.
- Environmental - include some green space and make the most of the ‘secret’ closes by giving them names and identity for the area, improved street lighting, more wall art and murals, improve the appearance of the existing sandstone, remove clutter and excess signposts, more car parking which is accessible through existing alleyways, ability to park on the High Street. Also sheltered canopies, benches (including suitable seating for the elderly), and trees – to provide shelter from the weather if needed.
- Education – potential to create opportunities for skills development e.g. construction skills, DIY/decorating leading to qualifications. Some demand for learning has emerged, but the focus of demand is for enterprise development.
- Historical: - Robert Burns, closes, more guided tours. The opportunity to develop heritage has not emerged as a key demand, though there is clear latent opportunity.

Early visioning work for The Oven Project to act as a catalyst development, or a ‘quarter’, in the heart of the town centre was then tested with the public through two further participation projects and many public meetings and workshops.

The two public participation workshops were:

- Chapter One (<https://thestove.org/portfolio/chapter-one/>) – a two day event to share ideas about the emerging Midsteeple Quarter and Oven project – attended by over 500 people.
- Midsteeple Quarter Ideas Competition (<https://thestove.org/portfolio/midsteeple-quarter-competition/>) national architectural ideas competition for Dumfries town centre. Entries were exhibited for 2 weeks in Dumfries town centre and the public were invited to vote for their favourite proposal – the ‘People’s Choice’.

The project has continued to engage widely with the local community through:



- Public events in the town centre (over 20 events)
- Monthly updates to ‘Midsteeple Quarter’ members (400)
- Social Media and Website
- Information films shown online and at local and national events
- Housing Survey (DGSCHT)
- Social Enterprise and Creative Industries business needs survey

Regular briefings and articles in local press and radio

Research in relation to 113-115 and 117-119

Two public consultation sessions were attended by 121 people backed up with on-line interaction. The overwhelming response was positive to the masterplan approach for a new community within an existing block of the town centre, on the High Street. People responded very positively to the idea of new, high quality housing, mixed with small scale commercial and community uses at ground floor level.

They were also very positive about the approach to maintain the existing street pattern and the closes in particular and the idea of an intergenerational approach to the housing.

There was also an excellent response to the principle that the Midsteeple Quarter development should be delivered by a community-led organisation and retained with community ownership and control.

2.4 Market Research

Introduction

Information in this section was gathered by desktop research, as well as interviews with:

<ul style="list-style-type: none"> • Care Campus Dumfries & Galloway • Dumfries & Galloway Council Economy & Resources (representatives of Strategic Projects and Business & Enterprise teams) • Dumfries & Galloway Chamber of Commerce 	<ul style="list-style-type: none"> • South of Scotland Enterprise • The Hub • Driftwood Cinema and South West Media Factory • Dumfries & Galloway Council Strategic Housing Investment
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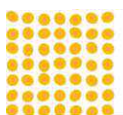
It is structured by theme: (1) Enterprise; (2) Other ground floor use; and (3) Housing.

1. Enterprise

The MSQ Blueprint sets out an intention to provide new commercial spaces for microenterprises, and to sustain and create jobs: forecast to deliver 75 jobs creating a GVA of £37,000 per FTE per year. Consequently, provision of enterprise space at 111 and 119 High Street is a priority.

As evidence of general demand, space for community businesses particularly linked to local wealth building attracted 374 votes in the All our Ideas digital survey.

Demand for several different ideas emerged through the stakeholder summit, survey, and interviews:



1.1 Retail and workshop space for crafters and makers who want to grow and develop their business:

Evidence of Need / Demand: This idea received strong support from the Chamber of Commerce, and the Guild. A route of progression for artists and makers is being established by the Guild from trialling their business/product at Dumfries Market Festival, and progressing to use retail space at the Linen Bank on Queensbury Street (which is the subject of a community asset transfer request by the Guild). These businesses are currently unable to take the next step with their own retail space on the High Street.

What is required is an adaptable, flexible space on the High Street: which can enable these businesses to have their own space, be visible, and to benefit from footfall on the High Street. The property should be available on shorter leases (say, a three month rolling lease). This could be seasonal, with rotating tenants. There needs to be workshop space and retail /gallery space.

Note however that Dumfries & Galloway Council Economy & Resources were not supportive of this idea, on the basis that (1) there is an oversupply of retail space – addressed in more detail below; and (2) these businesses are low value – there is a desire instead to focus on high value sectors which can deliver greater impact for Dumfries.

Market /competitive analysis:

- The Chamber of Commerce and Council Economy & Resources advised that while there is empty retail space available in the town centre; these are often poor quality, with high rents, and the requirement to take longer leases (plus fit out the property), means businesses in the creative arts cannot access it. Landlords are often content to leave properties sitting empty.
- However, the Council advised that there is an oversupply of business space and retail space in the town centre, with landlords likely to divest themselves in the future. Demand has shrunk and is likely to continue to shrink: as a result the Council don't want to create more retail space and can't see potential for public sector support if the project will be delivering more commercial space for rent (note that the intention to do this is central to the MSQ project).
- Desktop research identified several retail premises to rent (or for sale) in Dumfries; at Brooke Street, English Street (2 separate properties), Great King Street (2 separate properties), Queensberry Street (3 separate properties), Whitesands (3 separate properties), Glasgow Street, King Street, and Cargenbridge Avenue¹⁰.

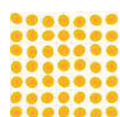
Of the two properties on the High Street; 120 is for sale at £75,000 (351 Sq Ft / Retail); and 121-123 is for let, with no details on rent available online (1,832 Sq Ft / Retail / General Retail).

1.2 Print studio

Evidence of Need / Demand: MSQ are interested in exploring the potential for a print studio at 111 High Street as a resource for the local artistic community. This could be combined with exhibition space and a café.

The Stove Network advised that there is a need locally for a print studio: there is a strong sector of local printmakers, who have to go to Glasgow or Edinburgh print studios to run editions of their work, as existing local provision is not of suitable quality. This may fit well with the heritage of

¹⁰ See <https://www.novaloca.com/property-search-results/default.aspx?page=1&propertytypes=4&saletypes=1,2&status=1&sizefrom=1&sizeto=500000%2b&sizetype=2&location=dumfries&distance=5&addresskeyword=&excludeServicedOffices=False> Accessed on 13 August 2020.



111-113 High Street, which was originally used as a newspaper headquarters and printer. The unit on the Street could operate as a retail unit for printed artwork.

Print making and artists' studios attracted 180 votes in the All Our Ideas digital survey.

Market /competitive analysis: In respect of print studios / space for artists in Dumfries:

- There is some printmaker space at Gracefield Arts Centre in Dumfries¹¹, although the Stove advised that the facilities are not of the right quality for their members, who must travel to Glasgow¹² / Edinburgh¹³.
- Crichton Campus in Dumfries. Not a print studio, but Solway House at the campus provides flexible accommodation suitable for a range of business uses, including office and light industrial uses, with a number of tenants in the creative industries¹⁴. NB – the Care Campus advised that space hire to artists at the Crichton did not generate much income.
- There is some space for the creative arts at the Stove building, but not a print studio.

Note that in respect of Gracefield Arts Centre, the Council has commissioned an options appraisal to take an initial look at the feasibility of relocating the provision to other Council owned sites, along with additional storage and public access for the region's archives. The Council are unable to provide further information at this point, but if options for relocation are to be progressed further there will be further engagement with stakeholders and the general public.

A print studio provides opportunities for classes and events which can draw in and engage the community:

- Gracefield Arts Centre offers a variety of workshops. Those focussed on printing include: Screen printing 2 day session - £180; Etching Refresher - £45; Cyanotype Printmaking - £55¹⁵. Workshops for young people are £3.50 for toddlers; £5.50 for children aged 5-12; and £6 for young people aged 12-14. Print hire is from £8.20 per hour.

Provision of similar classes at MSQ would likely duplicate these activities – although note that the future of Gracefield is uncertain and these workshops may not be offered if the Centre is relocated.

- Glasgow Print Studio: offers a variety of courses for adults – the majority of which are priced around £165 for a two day course¹⁶. There are some cheaper sessions, such as a Gelliplate Taster Course for Beginners for £45. There are also courses for young people – including a Print Club for Teens. GPS also runs project funded outreach events, such as a 2019 project giving a voice to refugee women; and Making Your Mark - A Scottish Printmaking Heritage Outreach Project. For hire of the print studio, membership needs to be taken out (£95 annually) as well as session fees. Pay as you go fees are £16 for a full day; £13 for 8 hours; £7 for 4 hours; and £3 for 1 hour. Out of town rates are £20 for a full day and £15 for 4 hours.
- Edinburgh Printmakers: Courses are offered at taster, beginners, intermediate and masterclass levels. Limited information available online at present as courses have been cancelled due to covid, but as an example, a 2 day course on Introduction to Etching costs £180. As with Glasgow an annual membership fee (£100) needs to be paid in

¹¹ <https://www.dgculture.co.uk/venue/gracefield-arts-centre/>

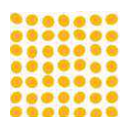
¹² <https://gpsart.co.uk/>

¹³ <https://www.edinburghprintmakers.co.uk/>

¹⁴ <https://www.crichton.co.uk/directory/solway-house/>

¹⁵ See <https://www.dgculture.co.uk/wp-content/uploads/2019/10/0185-19-Gracefield-winter-1920-web.pdf>

¹⁶ See https://gpsart.co.uk/Learning/GetPdf?filename=%2FDownloadDocs%2Fgps_classes.pdf



addition to session fees. Session fees are Short Session (up to 4 hours): £9.00; Day session (up to 7 Hours): £12.70; and Dawn to Dusk: £15.50

1.3 Contribution to Dumfries Learning Town

Evidence of Need / Demand: The Learning Town project has been a priority for the Council, and while there are learning campuses ‘on the doorstep’, there is no strong High Street asset that links the learning experience with the world of work; built around the needs of young people and lifelong learning. The Council are interested in how the town centre could contribute to the learning agenda – this could link existing investment and be unique to Dumfries. The Oven project will help bring a focal point for the creative arts into the High Street and adding to this with further housing and/or a space for supporting businesses and enterprises to innovate would be welcomed by the Council.

There is less clarity on the specific form this might take at these two properties (and so perhaps something to be incorporated later in the wider MQS development); but the aspiration is to encourage innovation; create pathways for younger people around higher value sectors; and to lift the region.

Market /competitive analysis: In relation to facilities contributing to the learning town agenda, the Bridge Educational Trust next to King George V Sport Complex on Glasgow Road is most relevant to the ideas generated by the Council and this should not be duplicated. The Bridge is intended to offer professional standard facilities enable and enhance the transition from school to advanced study and the workplace. These include: a performance and film theatre; lecture space; professional kitchen; design and engineering hub; industry standard technology; professional laboratory and media and recording studios.

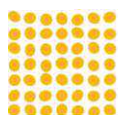
In the town centre itself, the charity MAKlab had premises on the High Street to provide space and facilities relating to technology, digital tools and traditional manufacturing skills; but went into liquidation in 2017 (although the concept was seen positively by South West Media Factory). There is a Skills Development Scotland office in the High Street.

1.4 Potential shared workspace or business incubation

Evidence of Need / Demand: Note that there was some pushback against this idea. Council Economy & Resources advised that the Crichton has a high occupancy level, but that is a step up from the space for grassroots level being proposed for these buildings. The Hub at Friars Vennel provides space for social enterprises and there is concern that additional provision at these buildings at MSQ would displace existing services in Dumfries.

However, the following evidence of demand was gathered:

- 220 votes were received for a Business incubator including space for social enterprises and a learning space through the All our Ideas digital survey.
- Ryden’s Business Incubation Units Scoping Study for Dumfries and Galloway (2018) notes that access to affordable and reasonable quality business premises is critical to business creation and growth. The report is pre-covid but makes the following conclusions;
 - A range of new working models is becoming proven in the market, based around use of technology;
 - Dumfries and Galloway has a high proportion of small businesses, including high growth and in key sectors
 - A range of incubators models is now proven in regions of the UK very similar in nature to Dumfries and Galloway



- As the regional economy grows both generally and sectorally, there will be unmet demand for modern, flexible space
- Lack of competing supply and growing demand could deliver a high additionality / low displacement project

However, it also notes;

- Access to development finance is a comprehensive barrier to the incubation sector in Dumfries and Galloway. Not only is the market risk-averse in the region, but it would regard co-working space for small occupiers as ultra-high risk
- Potential demand for incubation space is early, latent and fragmented in the region – it is not ‘evident’ demand
- New and small businesses may be unable to show a formal ‘requirement’ for property (but can develop that over time)

A business incubator for Dumfries and Galloway would provide opportunities for innovation and entrepreneurial activity. The incubator would target the dynamic edge of the region’s current and emerging business base, nearly 90% of which are micro-businesses employing 1-10 people. The report alludes to “compelling primary and secondary evidence” of a market gap in Dumfries and Galloway and points to signs of latent demand for flexible, modern business accommodation.

The Care Campus have commissioned some research looking at intergenerational co-working. At present, support for start-up businesses is focussed on people in their 20s and 30s, but start-ups launched by those over 50 have a 4 times higher rate of success. The Care Campus’ view is that support for older people to launch microbusinesses is an untapped market.

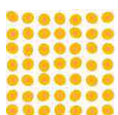
Market /competitive analysis: In relation to general co-working or hotdesking space, as well as incubation space:

- The Hub at Friars Vennel provides co-working space; and hosts social enterprises as well as delivering their own projects. There are meeting room and training room facilities.
- The new Crichton Central development at the Crichton Campus is intended to provide additional co-working, incubator and business accelerator spaces designed to support the growth of start-ups¹⁷.
- The Workspace on Irish Street offers a mix of small offices, large offices and whole floors. Individual office cost from £30 per week¹⁸.
- The Guild’s Linen Bank project aims to provide “*an area with hot-desk facilities and open access to internet offering a flexible, agile working environment*”. The intention is to “*nurture young entrepreneurs and new fledgling businesses as part of the makers market social enterprise initiative*”, and to provide training, mentoring, apprenticeships, internships and networking opportunities¹⁹.
- The Ryden report notes that there appears to be little provision of modern, serviced business space available for small businesses within Dumfries and Galloway, let alone supported incubation space. Small office suites are generally found within traditional town centre buildings at low rental values. Dumfries accounts for up to half of the region’s formal small office market. The report identifies that Crichton Park offers office

¹⁷ <https://www.crichton.co.uk/projects/crichton-central/>

¹⁸ https://www.facebook.com/pg/The-Workspace-Dumfries-303057520119125/about/?ref=page_internal

¹⁹ See https://www.dumgal.gov.uk/media/21374/CAT-Stage-1-Form-British-Linen-Bank-Building-Former-/pdf/CAT_Stage_1_Form_British_Linen_Bank_Building_Former.pdf?m=636942180655270000



suites which can be let furnished or unfurnished and with a varying level of management services, and there are serviced office suites available at Heathhall Business Park. It also refers to initiatives such as the Stove, Hub, and Atlas Technology Centre (Whitesands) a private sector ICT initiative - point towards a growing interest in shared workspaces in Dumfries.

- There are no Scottish Government Business incubators and accelerators in Dumfries & Galloway²⁰, and no Scottish Co-Working Network sites²¹.

1.5 Wider market analysis relating to enterprise²²:

- GVA is lower in D&G than Scotland as a whole.
 - GVA in Dumfries and Galloway is forecast to grow by 1.2% on average each year from 2019 to 2029. This rate of growth would be below that of Scotland (1.7%) and the UK (2.0%), and below the average annual growth rate that Dumfries and Galloway experienced from 2009 to 2019.
- Productivity is lower:
 - Productivity in Dumfries and Galloway is forecast to grow at an average of 1.3% per year from 2019 to 2029. This is below the growth rate expected for Scotland as a whole (1.4%), and below that of the UK (1.5%)
- Below average employment rates; and lower level employment.
 - Compared to Scotland, the occupational structure of Dumfries and Galloway had a greater percentage of the workforce in 'mid-level' and 'lower level' occupations and fewer in 'high-level'.
- Specific sectors:
 - In Dumfries and Galloway, Agriculture, Forestry and Fishing was the greatest specialism with the percentage of employment in this sector more than four times greater than the Scottish average. Other sectors that had above average concentrations in Dumfries and Galloway were Water Supply, Sewerage and Waste Management (1.5 times more concentrated), Manufacturing (1.4 times more concentrated) and Real Estate Activities (1.2 times more concentrated). Of the key sectors, Health and Social Care, as might be expected given the sectoral insight above, was the largest in Dumfries and Galloway in 2019.
 - The key sectors contributing most to GVA growth in Dumfries and Galloway from 2019 to 2029 are expected to be Financial and Business Services, Health and Social Care and Food and Drink. These sectors are expected to have a higher overall contribution to growth as they have a relatively large presence in the regional economy already.

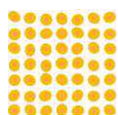
The statistics show that there are a high number of self-employed people. Across Dumfries and Galloway 12.1% of the workforce are self-employed, compared with an average of 8.8% in Scotland²³. That doesn't always translate to demand for office space (due to financial constraints etc.), however, there is likely to be a higher demand for flexible office space than in other places.

²⁰ <https://www.mygov.scot/incubators-accelerators/south-of-scotland/>

²¹ <https://www.scottishcoworking.org/our-locations>

²² The primary source is Skills Development Scotland, Regional Skills Assessment Dumfries and Galloway Summary Report 2019 <https://www.skillsdevelopmentscotland.co.uk/media/46128/dumfries-and-galloway-rsa-summary-report.pdf>

²³ See <https://www.nomisweb.co.uk/reports/lmp/la/1946157410/printable.aspx>



Labour market figures indicate that jobs are projected to decline.²⁴ This too will drive people to start their own businesses.

The impact of the new South of Scotland Enterprise agency should be to stimulate the regional economy. That is its core purpose and a range of new initiatives and additional investment funding will start to happen over the next few years. A 2019 Scottish Government commissioned report on Inclusive Job Growth in the South of Scotland²⁵ states “*The core message from local experts was that the South of Scotland has entered a ‘watershed’ in its economic development, a crucial turning point and an opportunity for change which it must grasp if the Region is to make the transition to sustainable and inclusive growth*”.

The Stove Network’s recent report, Embers (Creative Placemaking for the South of Scotland)²⁶, is part of this momentum towards creative innovative ideas that will move the South of Scotland towards a more ambitious and new kind of economy rooted in each local community. The aspiration is that “*the South of Scotland will be a leader in rural enterprise and community-led regeneration and innovation, growing national and international partnerships and opportunity for the South.*” The report emphasizes the importance of community empowerment and the need for local places to take ownership of creative economic development.

2. Other ground floor use

One of the Key Principles on which the MSQ Masterplan is founded is delivery of dynamic, engaging street level activity supporting a mixed and vibrant local economy. There is a desire to explore innovative potential uses (including non-retail use), which can have a community element or be part of the evening economy.

As evidence of general support for this Key Principle, the All our Ideas survey received 303 votes for “general leisure accessible to all from theatre to music and various entertainment ideas” including specific reference to the night economy (55 votes)

Appetite for a number of different uses were identified. Note that there is potential for crossover between these ideas – e.g. the artists’ print studio above could offer a café etc.; a retail space available at affordable short term lets could enable ‘pop up’ community activities etc., say over Christmas.

2.1 Cinema

Evidence of Need / Demand: This was requested at the stakeholder summit and attracted 136 votes through the All our Ideas survey, although there were some comments indicating that this was available elsewhere and would be duplication.

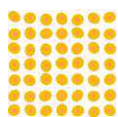
Market analysis: Following the closure of the Odeon in 2018, the only cinema at present is the Robert Burns Centre Film Theatre (this shows concert performances etc. rather than blockbusters). The Stove has also hosted film screenings. Driftwood Cinema and South West Media Factory advised that at present people in Dumfries travel to Kilmarnock or Carlisle for cinema visits.

SWMF are to begin cinema screenings at the Theatre Royal (this was postponed due to lockdown – just prior to being publicised). Long term, the intention is to develop a permanent community cinema with 3 or 4 screens. Cinema screenings at MSQ would duplicate and displace this community project – Dumfries does not require 3 cinemas.

²⁴ See <https://www.skillsdevelopmentscotland.co.uk/media/46128/dumfries-and-galloway-rsa-summary-report.pdf>
The employment decline forecast will mean there will be 900 fewer jobs in the region by 2029.

²⁵ See https://gallery.mailchimp.com/c17c136fc126588cb51e5471d/files/8cbb3f12-9a90-4fb4-8579-88d803c64e18/Business_led_Inclusive_Growth_in_South_of_Scotland.pdf

²⁶ See <https://thestove.org/creative-placemaking-a-local-phenomena-in-the-south-of-scotland/>



SWMF believe that while a permanent cinema is needed, MSQ is the wrong location due to lack of parking and access. There was some concern about impact of cinema screenings on housing on the upper floors. Driftwood advised that requests for community cinema in Dumfries have come away from the town centre.

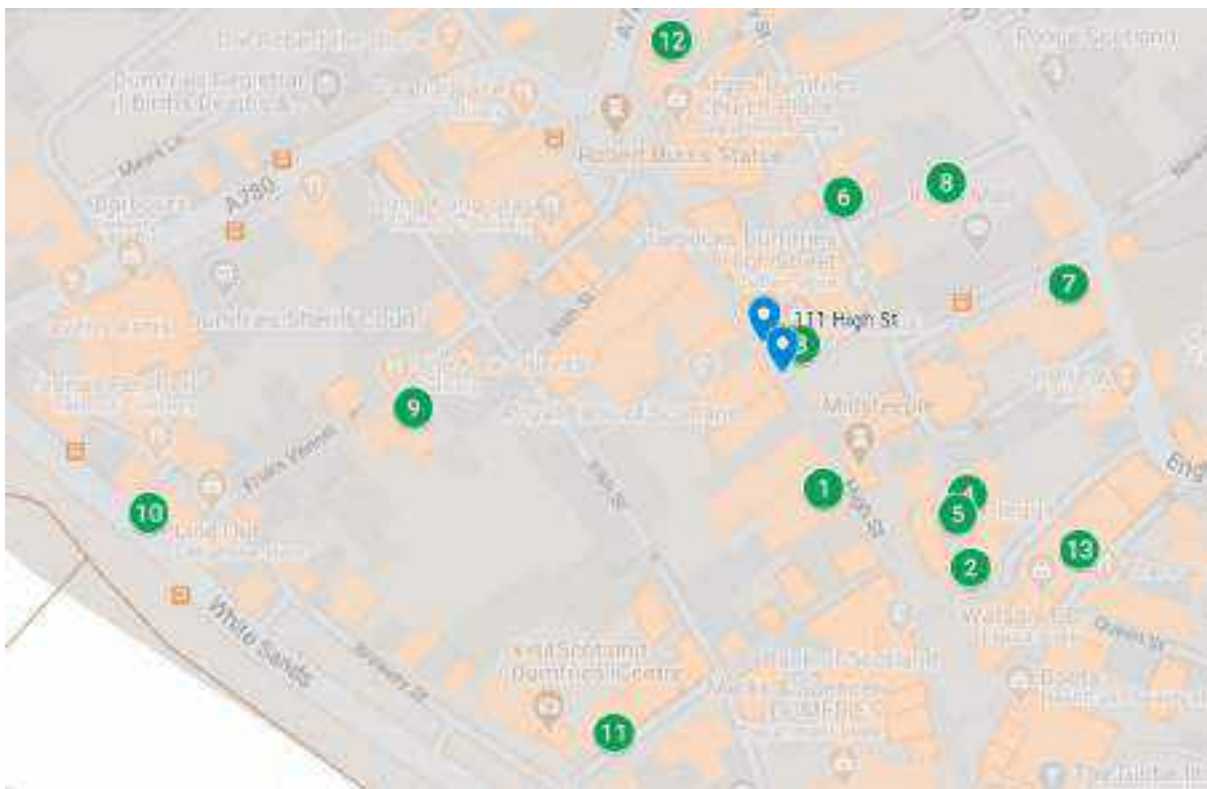
There is potentially some scope for crossover – SWMF want to create an annual festival at the Theatre Royal, and aim to encourage screen activity in the region: so young people can access training (e.g. in digital media) and aspire to jobs in the screen industries. If there is workspace at MSQ where people can make things, take part in music editing and songwriting that may be of interest, although note that the Bridge Educational Trust on Glasgow Road provides media and recording studios. Alive Community Radio also offers studio facilities.

2.2 Café

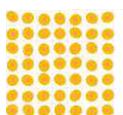
Evidence of Need / Demand: Note that a café could complement other activity at these units – e.g. a café at a print studio / print gallery. A café attracted 117 votes in the All our Ideas survey, but there were also a number of comments against this saying provision was adequate in the town. The Chamber of Commerce saw potential for provision of café type space during the day, which could become a pop-up performance space in evening – for music and theatre (note that the Stove café currently operates in this way).

Market analysis: There are a number of cafes in and around the MSQ, and close to the 111 and 121 High Street. A further café at these properties would be likely to duplicate or displace these services – which include small independent businesses as well as chains.

The map below shows the location of town centre cafes (in green), with the two properties under discussion in blue.



1. Bob & Berts (123-127 High Street) – next to one of the properties under discussion. This is a Northern Irish chain with some Scottish branches.



2. The Stove Network Café - 100 High St, Dumfries
3. Starbucks - 44 - 148 High Street
4. Mrs Greens Tea Lounge - 16 Queensberry Street
5. Kings Coffee & Books - 12 Queensberry Street
6. Molly Mae's Tearoom - 84 Queensberry Street
7. Café Continental - 32 Great King St
8. Mrs Howat's Vintage Pantry - Three Crowns Court.
9. Pumpnickel – Friars Vennel
10. Café Piccolo – Whitesands
11. Burns Coffee House – Bank Street
12. D&D's Pantry – St Andrew Street
13. Deliziose Café – English Street. Restaurant and tearoom

2.3 Local produce outlet

Evidence of Need / Demand: 567 votes were received in the All our Ideas digital survey for “Local produce outlet including food but also non-food items some of which made in the enterprise units”.

The Care Campus advised that at present the town centre could be a food desert – so community food provision within the MSQ may be of interest, and could provide space for local residents to mix, building up informal ties and a sense of community.

Market analysis: At present, the most similar service is identified is Parry Farm Produce, operating from rented premises at Friars Vennel²⁷ (running parallel to the High Street).

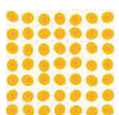
This is a greengrocer, operating a fruit and veg box subscription service with free delivery. Local produce includes potatoes, honey, milk, free and range eggs; but a wider range of organic food is available. The business has now diversified into wholesale, supplying outlets in and around Dumfries. Provision of a locally sourced food outlet would likely duplicate this provision.

Note that the Guild is carrying out a feasibility study to take on the Linen Bank building on Queensbury Street – plans include a kitchen promoting and selling quality locally sourced, seasonal, ethical and fair-trade food and drink. The kitchen will also be used as a teaching space to promote healthy eating, cookery skills and meal planning on a budget.

The Hub (also Friars Vennel) advised of a previous project – the Allotment²⁸ – which sold fruit and veg at wholesale prices. The project was used by the NHS to host nutrition programmes. Ultimately, the project was unsustainable without grant funding, due to lack of economy of scale in a small space, although the project was felt to have worked well in terms of impact.

²⁷ See https://www.facebook.com/pg/parryfarmproduce/about/?ref=page_internal

²⁸ See <https://www.dailyrecord.co.uk/news/local-news/the-allotment-opens-for-business-2624450>

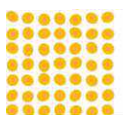


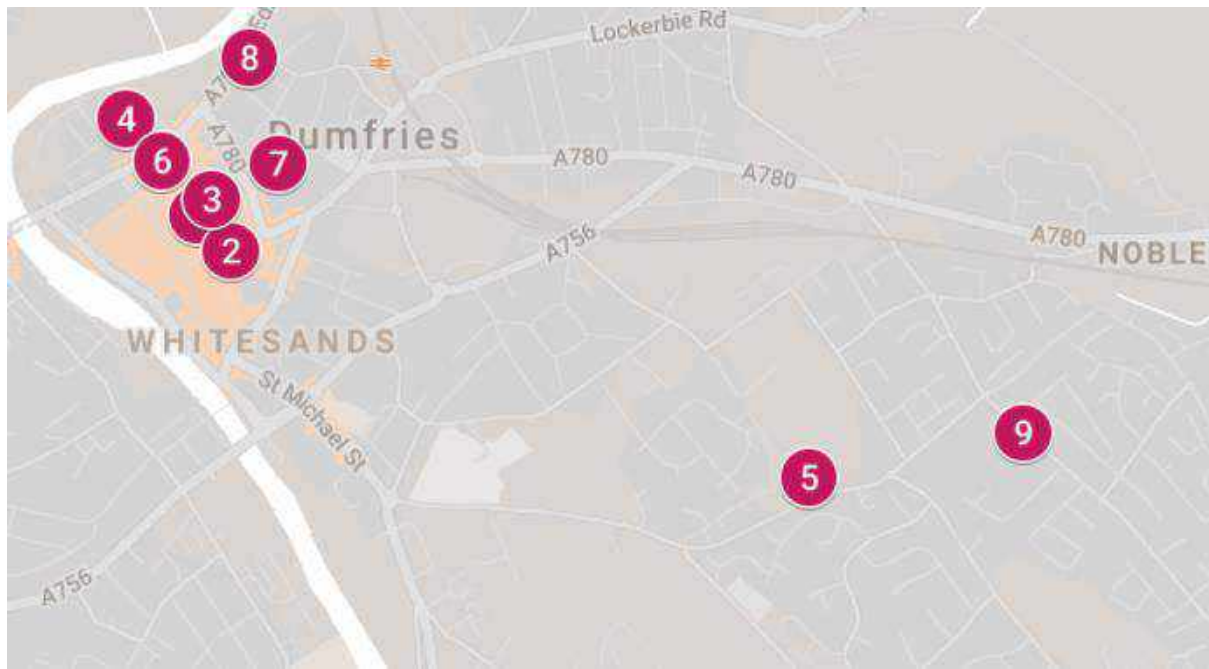
2.4 Multi-use community space

Evidence of Need / Demand:

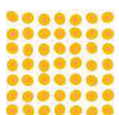
The All our Ideas survey generated 144 votes for “Connection and an area for the community to gather together” and 74 votes for a “multi-use community space for all”.

Market analysis: There are a number of other community spaces around the town centre at present – including the Oven, which is part of the MSQ development. The maps below show the location of other community spaces: in the town centre, and Georgetown area (on the basis that two community spaces are based in this part of Dumfries).





1. The Oven – part of the wider MSQ development, offering pop-up community and creative space. South West Media Factory commented positively on the community activity taking place at this site.
2. The Stove – at 100 High Street, with a café and community meeting space.
3. The Guild – carrying out a feasibility study to explore a community asset transfer of the former Linen Bank building on Queensbury Street. The intention is to develop a permanent indoor community space offering multiple, affordable, rentable retail concessions and studio spaces; as part of a collective of local makers, producers, artists and independent businesses providing a town centre presence.
4. St George’s Church Halls – George Street. Space for includes the Main Hall, two smaller meeting rooms, one of which is connected to a kitchen (also available for hire).
5. Dumfries Baptist Church Centre – in the Georgetown area. Offers several spaces for community hire, including an auditorium, boardroom, two meeting rooms and a sports hall. There is a café, catering facilities, and pre-school play area.
6. St Bride's Anglican Church – at Church Crescent at the top of the High Street. Rugmans Hall at the church is available for hire. This formerly hosted the Scrumptious Café, but this closed in summer 2019.
7. Oasis Youth Centre - Newall Terrace. Rooms at the Centre for hire include: Meeting Room; Performance Area; Café; Youth Information Room; Rehearsal Room; and Recording Studio
8. Usual Place – slightly outside the town centre on Academy Street. This is a café and social enterprise which delivers training, education and employability skills for young people with additional support needs. The café space can be hired, and there are two community meeting rooms.
9. Lochvale House – provides function Hall with IT/Multimedia equipment, offices, meeting rooms, training rooms and a café. This is outside of the town centre, on Georgetown Road.



2.5 Bar and live music venue

Evidence of Need / Demand:

The All our Ideas survey generated 250 votes for a community owned bar and live music venue.

Dumfries & Galloway Council Strategic Housing Investment advised that a bar is unlikely to be suitable with housing on upper floors, as noise at closing time is likely to lead to complaints. Any commercial enterprise that will have a negative effect on people living above would be unlikely to be supported.

Market analysis: The main live music venue is the Venue Nightclub and Concert Venue – at Church Place. This is a two-floored nightclub & live concert hall, with Live Lounge is open almost every Friday and Saturday from 8pm.

The Troqueer Arms on Troqueer Road also has a dedicated performance space.

Other bars / pubs in the town centre offer live music on specific nights– e.g. Coach and Horses Inn on Whitesands.

While not a bar, the Stove Café hosts occasional live music performances. Note that the Guild intend to develop a performance space at the former Linen Bank²⁹.

2.6 Repair and Reuse shop

Evidence of Need / Demand:

The All our Ideas survey generated 135 votes for a repair and reuse shop. This could potentially link in provision of retail and workshop space on short term lets – described at 1.1 above.

Market analysis:

- The Stove Network's Bounceback project³⁰ has provided a series of Upcycling workshops, sharing skills and ideas to repair and reimagine unwanted clothes– delivered every fortnight from the Lochside Family Centre.
- Shax³¹ – based at the Crichton campus. Not a repair and reuse shop, but some overlap. This charity supports people at risk of homelessness and poverty, and particularly those transitioning into permanent accommodation, through provision of furniture and household goods (which are donated and upcycled). It also provides volunteering opportunities. This is Zero Waste Scotland Revolve accredited³².
- Some other repair and reuse projects throughout the region – including Creetown Initiative's Reuse Matters project³³; Newstart Recycle in Annan³⁴; and the Furniture Fairy in Annan, which provides upcycling workshops³⁵.

There is potentially some overlap with the Guild's plans for the Linen Bank building: the Guild intend to develop skill share, recycling and foster environmentally friendly practices and sustainability.

²⁹ See https://www.dumgal.gov.uk/media/21374/CAT-Stage-1-Form-British-Linen-Bank-Building-Former-/pdf/CAT_Stage_1_Form_British_Linen_Bank_Building_Former.pdf?m=636942180655270000

³⁰ See <https://thestove.org/bounce-back-upcycling/>

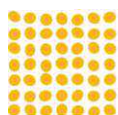
³¹ See <https://www.shax.org.uk/>

³² See this link for details of the Revolve programme: <https://www.zerowastescotland.org.uk/revolve>

³³ See <http://creetowninitiative.co.uk/reuse-matters/>

³⁴ See <http://newstartrecycle.com/>

³⁵ See <https://www.facebook.com/thefurniturefairy.annan/>



2.7 Visitor Centre

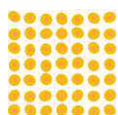
The All our Ideas survey generated 94 votes for a centre to attract visitors; although there is already a Visit Scotland visitor centre at Whitesands in the town centre³⁶.

3. Housing

Significant research on housing provision at MSQ has been undertaken to date, with in-depth support from Dumfries & Galloway Small Communities Housing Trust. Interviews with Dumfries & Galloway Housing Strategic Housing Investment and Dumfries & Galloway Care Campus took place, to supplement the detailed work that has been undertaken. Feedback is presented below:

- Support for the project: Housing at these properties fits with the Council's wider aspirations. There is alignment with the work being carried out by the Care Campus, who are interested in exploring partnership and sharing learning.
- Target groups for housing:
 - There is a significant social housing waiting list (including people that want affordable housing but don't necessarily need it). Advice given by the Council (e.g. in relation to the Oven property) is to focus on midmarket rent and low cost home ownership, perhaps suited to younger people or couples. This could focus on younger people working in the vicinity – so travel reductions contribute to tackling climate change and contribute to affordability in the round.
 - Older people:
 - The need is for homes that people can age well in and live in for longer, reflected in the design specification – so units can take an adapted bathroom; level floors; can fit a stairlift etc. Research from the Care Campus has identified that older people want to live in intergenerational communities, not communities specifically for older people.
 - Housing at these properties could help older people to access services in the town centre (e.g. pharmacies); as well as support local businesses such as cafes.
 - Students / younger people:
 - The Care Campus identified a need for accommodation suitable for students (undergraduates and postgraduates – which are different markets). There are 4000 students registered to the Crichton Campus – universities are desperate for more student accommodation and the lack of this is limiting their expansion.
 - The courses on offer at the campus are focused on environment and health, so there is a sense that these students may already be interested in intergenerational living and being part of a mixed community (as this is relevant to their field of study).
 - Concerns around noise with students could be mitigated by considering the layout of the building.
 - Families – the Council's view is that these properties may not be suited to family homes as there is likely to be limited green space/ play space.

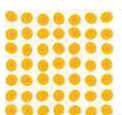
³⁶ <https://www.visitscotland.com/info/services/dumfries-icentre-p332611>



- Comments on model / tenure:
 - Co-housing: Care Campus advised that works best where the community has already come together, centered around common ethos and values. They are yet to see a successful co-housing project led by an organisation rather than individuals. There are lessons that can be learned from co-housing however: particularly in relation to design which encourages connection and can help to foster community.
 - The Council's view is that this could be allied to mid-market rent. It was also reported that mid-market rent is still too expensive (e.g. for the service users of the Hub). Note that if properties at MSQ are not treated as an RSL, this will inhibit people reliant on housing allowance from accessing those properties.

- Desirable features for housing units:
 - There is a chance to be innovative with utilities – e.g. a district heating system; bulk buying electricity into the development; community internet etc.
 - If people are required to stay at home (e.g. a second lockdown), the quality of housing should support this: there should be space for residents to work, get light, and sunshine – whether within their specific property or the wider development.
 - Outdoor space is important – not necessarily a private outdoor space. The Care Campus advised sheds are important – as storage, and a place for hobbies. Sheds are part of the oldest co-housing community in Denmark.
 - Many developments don't allow pets – which is often a reason behind refusal to go into sheltered housing. Accommodation should allow pets.
 - University of Glasgow want to build a centre for digital living in Dumfries and are looking for a place to partner the technology: the Care Campus advised that Dumfries Town Centre would be the perfect place to trial this. Smart housing can help people over 65 stay in their homes for longer – helping to mitigate risk of falls etc.

- Comments on ground floor usage:
 - What is provided at ground floor level needs to be in keeping with housing at the properties – uses generating noise or smell will cause complaints. Bars are likely to be unsuitable – e.g. due to noise at closing time. Any type of commercial enterprise that will have a negative impact on people living above won't fly.
 - Care Campus advised research has identified the importance of 'weak ties' – e.g., interacting with other local people in a shop. There should be space to develop these and encourage local people to 'bump into each other'.
 - Consider the amenities people need – e.g. where can residents buy a bottle of milk? The Hub suggested potentially a community launderette, or drop-in space (including shower facilities) – which would support their service users, as well as providing amenities for residents.
 - Ground floor space can connect the community of residents with the wider community in Dumfries.



- If flats are relatively small, the ground floor can help to provide social space. This could be linked to the flat – e.g. a café could operate a membership scheme, or host community events in the evenings.
- Comments on funding: Funding routes are restrictive for housing – the Council have tried to steer Scottish Government in relation to making funding available for community groups.
- Potential sale of properties: The Council noted while low cost home ownership may be attractive, funders (including SLF and the Affordable Housing Supply Programme) do not expect a profit to be made, and it is unlikely that the Scottish Government would fund anything seen to make a profit (without wider objectives being delivered).
- Impact of Covid: Generally, keep in the mind the impact this may have on town centres (including long term). There is a need to move away from a retail focus.

2.5 Stakeholder summit

An open meeting for stakeholders took place on 21st July. This was coordinated through the Dumfries Partnership Action Group (an umbrella group of local third, public and private sector organisations), with invitations circulated to other local groups not part of DPAG.

A total of 23 organisations were invited, and the following attended the virtual meeting:

- | | |
|------------------------------|---|
| ● The Guild | ● The Crichton Trust |
| ● Loreburn Community Council | ● Dumfries Town Centre Business Community |
| ● The Stove | ● DG Unlimited |
| ● Visit South West Scotland | ● Third Sector Dumfries & Galloway |

Note that other public, private and third sector groups were also consulted as part of the market research phase of research.

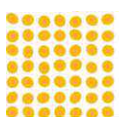
Feedback from the meeting was as follows:

Ground floor usage:

There was discussion around potential ground floor use of the properties; and with an emphasis on looking at alternatives to class 1 retail; innovative uses; innovation; dynamic and engaging uses for the community; and considering what contribution could be made to the evening economy. The following ideas /comments were raised:

- Usage needs to be sustainable – this is key.
- Could build on historic use of the properties – what do people know the buildings as?
- There is too much retail space at present. Instead, consider the services people need in the town centre. What sort of services are best provided from a central location? What does the health service require? Consider bookings from agencies working in the town centre. E.g. Crichton Centre, health premises.
- Example was given of Paisley Community Trust³⁷, taking on a retail unit and creating a community cinema, bar, and digital skills academy. Other than the Robert Burns centre there is no cinema, and people travel to Carlisle for this. This could incorporate children's' activities for a range of ages, and skills development / career opportunities around

³⁷ See <https://www.renfrewshire24.co.uk/2020/02/28/community-trust-partnership-to-boost-paisley-regeneration/>



filmmaking. Cinemas would help local restaurants and cafes. They are as much about daytime as evening use (especially for older people).

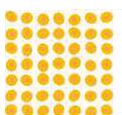
- Look at the consultation around Rosefield Mills project³⁸, which generated ideas.
- Consider the wider Council masterplan, and consult with the Council around town centre regeneration. NB – DPAG are helping to create a 10 year masterplan for the town centre.
- There are questions with what will happen with Gracefield Arts Centre – this may be an opportunity to relocate that in the town centre. There could be a visitor centre: there is Visit Scotland on the Whitesands, but nothing else currently.
- Suggestion of creating a community museum / museum of community activism – to celebrate the innovative approach to town centres
- There needs to be a conversation with families as part of community engagement. There is a desire to keep people in Dumfries, and attract families. People can be attracted to more rural areas (especially post covid) where there are good amenities.
- Speak to other hubs – e.g. the Hub at Friars Vennel.
- Skills academy – something radical
- Play school, Places to eat and a Wall climbing centre were also suggested in brainstorming.

Discussion and ideas around housing on upper floors of the properties:

There was discussion around provision of housing on the upper floors of the properties, and the form this could take (e.g. co-housing; family units; shared housing etc):

- The economics of town centre housing are difficult – Loreburn have been disposing of units.
- One attendee strongly favoured midmarket rent - pitching at people who want to rent for 2 or 3 years. There is big potential with the older community – 55-60. This is unlikely to be property for people with toddlers / small children. An example was given of a scheme in Canada that delivers mutual support for older people.
- Consider different models of tenure- e.g. 5 year leases, or liferents.
 - What about co-housing; or subscription models if people are downsizing? That is interesting and radical.
- Unlikely this property would be suitable as longer term family housing – e.g. if people require cars.
- Care needs to be taken about matching evening economy and flats. Single young people and students don't mind noise so much; but they can be fairly transient. People who live in the town centre can find noise a problem.
 - Messaging around evening / night-time economy is important as this means different things to different people. There needs to be dialogue around licensing regimes.

³⁸ See <https://www.dumfriestrust.org.uk/rosefield-mills/>



- Opportunity to take learning from D&G Care Campus project and inter-generational living.
- Some enthusiasm for housing being intergenerational – about creating communities.
- Need to match the facilities in the lower half of the building with the housing.
- Suggested that green space allocation is important. This is needed for people with families.
- With improved transport links around the region the need for cars could be reduced.

Discussion and ideas around enterprise space at these properties:

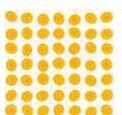
There was discussion around the MSQ's intention to support existing businesses and start-ups; and how that could be achieved at these two properties (e.g. co-working space / hot-desking; workshop space etc.).

- This needs to be future proofed – the post covid environment may never exist. Spaces may not be for life and the next generation has change at the heart.
 - Don't be too prescriptive but be very flexible and an enabler for creative businesses. Should be a small part of the plan. Driven by what happens by chance in time. Flexibility and adaptability is key
- Need to consider outdoor spaces; airiness; what about covered outdoor areas / spilling out into walkways? Consider crossover activities that cross over between indoor and outdoor space.
- The Stove has attempted to build a different type of energy and creativity – beyond traditional creative industries, and crossing over into business. Creativity seen as a change in existing businesses – and not just as a silo.
- Dumfries Market Festival – gives people an opportunity to test their business/product on a market stall. They then progress to the Linen Bank as a concession in a retail space (like a permanent pop up shop). There is potential to then progress to inhabit a space with retail and workshop space in the MSQ. Nurturing way to get people into a full time business – from beginning as a 'side hustle', people wanting to learn new skills, or do that instead of their day job. This is a pathway not a duplication. They have already worked with 100 makers on their books. They have the relationships with makers that MSQ don't have – MSQ is the exit strategy as Linen bank does not have the permanent space. See Scottish Design Exchange model in Dumfries. Linen bank had 3000 customers per day when open.

A follow-up survey was circulated to DPAG members and other community organisations to ensure these groups had an opportunity to give views. Responses were received from the Guild and Stove (note these groups had also attended the meeting); and the People's Project; Dumfries & Galloway LGBT+; and Medieval Bruce Heritage Trust. Responses were as follows:

What should the ground floor of these properties be used for?

- Lots of potential options are out there, - but many of them will depend on the outcome of the pandemic, - or how we deal with the situation moving forward with Covid-19 as part of our way of life. It would have been a good idea to have a small, two screen cinema in Dumfries, akin to the one in Annan, and that might still be an option given how important film is to people on the big screen. For example many countries are doing drive in movies, - so there is still a place for it. As mentioned though, - that is just one idea, but we really

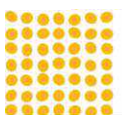


do need to think well outside the box with regards to usage, rather than coming up with the same old ideas.

- Exhibition space, for local arts and artists, and for showcasing local history. Make it an interesting place for people to visit.
- There is some interest in: 1. Arts Production Quarter - this is a vision of the Quarter as a centre for local creative industries. A cluster that would support small-scale making, design/print, administration and project management and production. Promoting the cultural industries in the region could develop a critical mass of festivals and events - there is a freelance community locally that supports these events. Midsteeple Quarter could be an effective hub for these freelancers and businesses. 2. Printing - there may be a need locally for a print studio. There is a strong sector of local printmakers, who have to go to Glasgow or Edinburgh print studios to run editions of their work. There is a limited provision at Gracefield and 111-113 High Street was originally built as a newspaper HQ and printer. The unit immediately on the street would then be a retail unit for printed art work (as per the Glasgow and Edinburgh examples) this could also include a wider selection of local art and craft products....replacing the Gracefield Craft shop (DGC is currently running an options appraisal on relocating Gracefield to the town centre)
- A mix of flexible retail space, co working office space, visitor centre and community hub.
- The ground floor spaces should be used as multi-purpose workshop/meeting spaces that can be hired out and used by the many groups in Dumfries who need low cost spaces to meet. RFO organisations, such as The Stove, could be using awarded funding to run community after school group projects that bring life back into the town after 5pm at night. The spaces could run evening classes to support our community's adult learners' with the classes aimed at promoting social skills E.G. Dance classes, Cooking classes, Cooking on a budget, healthy eating Social Clubs, and Choirs.

What sort of housing should be provided?

- Access is the problem for all age groups, so a lift may be a sensible consideration given the limited space, and the fact that a 'fire escape' will be required, eating into garden areas. Given the fact that outside space is hugely important, (with regards to the pandemic) - a lot of thought needs to be given to gardens for leisure, for mental health and also potentially for growing produce.
- Family housing unless disabled access is incorporated.
- Midmarket rented housing - ideally with a community feel by having shared spaces and potentially co-operative factoring. The principle has to be a visionary and community building design
- A mix of young professionals and older people who could live together on mutually beneficial terms. See Dutch multi-generational model.
- The housing should be made fully accessible for everybody, but should also be needs assessed as to who would want to live directly in the town centre. There should also be a mix of social housing and more-affordable private rent properties so that this creates a more balanced social demographic. The housing allocation should be assigned to independent, or already in place central systems, rather than a new trust or panel being instated. Unless the accommodation could be linked in some way with the project and spaces below and then you made the accommodation specifically for artists and creatives supporting the community projects in the town.



There is an intention to provide enterprise space at these properties to support start-ups and existing businesses. What form should this take?

- I think 'space' is the most significant word. Rather than creating a particular type of facility, - leave the area open to a range of options.
- Some retail space. Workshop space only if spectators are welcome.
- There is co-working space planned for The Oven and unsure that the town will sustain more of this provision.
- A mix of all the above
- Any enterprise spaces should be linked with developing the community and the activities we need to further develop our high street. The degradation of the high street over recent years has been accelerated due to the lack of investment and interest shown to it. Any new businesses being considered for these community owned spaces, should be fully geared towards increasing that economy both during the day and at night. No more craft shops. No more bespoke art shops that 4 people a day visit. Enterprises that engage the community only.

2.6 Housing Thinking

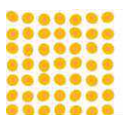
It was noted that the approach to housing research was unusual in relation to Dumfries High Street, because there is no current housing market, no residents and therefore no existing or latent demand. The research that was undertaken by Dumfries and Galloway Small Communities Housing Trust indicated what types of resident that could be possible.

The Scottish Government are keen to see the housing offer based around the wider regeneration aims of bringing individuals with income into the Town Centre and there was a context of affordable rather than social rent.

DGSCHT undertook a MSQ Housing Survey, from late 2018 to early 2019. The survey's presence was circulated to local businesses, organisations and within The Stove Cafe in an attempt to engage as wide a variety of respondents as possible. The survey content aimed to assess the appetite for developing a housing offer in Dumfries Town Centre, to understand the potential needs and demands of the wider community relative to this in terms of type and tenure and to consider how potential enterprise, retail and recreational use of the ground floors were priorities by the community and potential residents.

There were 115 responses, reflective of 255 residents. The majority of respondents were between 25 and 64. Some key findings relative to demographics and housing tenure were:

- Across the type and tenure questions, there was a strong view in written responses towards a desire to see a broad mix offered, with 74% showing support for community ownership of housing.
- 80 of 103 respondents stated that any offer should be made available at affordable rent level, with 59 considering shared equity a good option.
- Most (84) of the 114 respondents to the question on what type of housing should be on offer favoured a mix, with family housing, student/shared housing and live/work for options ranking in that order thereafter.
- Relative to property size, 43% stated they needed a 2-bedroom property, 26% needed 3 bedrooms and 19% needed only one bedroom at present.
- Out of those who expressed dissatisfaction with their current property, the highest responses came from properties being too small or being expensive to run/not energy efficient (15% and 14% respectively). Given that Dumfries and Galloway has high levels of



deprivation and fuel poverty, and that the climate emergency is encouraging a more energy efficient approach to construction, this is an important aspect to consider.

- The vast majority of respondents (80%) intended to stay in Dumfries in the future, with 9% looking to move to the area, and 11% aiming to move away. As such any future housing offer should align with the aspiration of the local community, and consider the view of those who seek to relocate, primarily for employment and/or recreation overall. With 20% of respondents seeking accommodation in Dumfries at present, and 40% who will be in future, there is likely to be increasing demand for local housing options. Many are looking to have better links to school and work, others to downsize after children leave home and be closer to town.

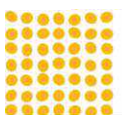
Beyond housing, there were also a number of comments relative to the economic downturn of the Town, the state of disrepair of buildings and the lack of opportunity to work, shop, live and play. While many acknowledged there has been some progress in this respect, many others felt that the Town Centre was lacking in attractiveness. Potential for re-invigorating the Town Centre was also recognised, often alongside noting the current state of decline.

When considering what they felt was missing, or the town needed more of, unsurprisingly respondents wanted it all! The most popular options were identified as:

1. Independent business/business start-ups,
2. Entertainment facilities, e.g. bowling alley, cinema
3. Attractive public spaces.

Following the needs analysis, a Housing Workshop took place with Midsteeples Quarter which resulted in a clear view that the Board wish to continue to pursue a strategy of community developed and owned housing, as opposed to RSL partnership delivery. The Board are extremely keen on the promotion of mutually supportive intergenerational living, so that lifecycle housing and unit sizes that may accommodate younger people (students / young professionals) and older residents. There is some interest in accommodating family-sized housing, but the Board were concerned about post-covid impacts around desirability of urban family living.

In discussion at the Housing Group, it was agreed the Housing Vision should communicate an ambition relative to the overall community-led housing approach – housing standards and climate change, tenure mix, affordability, community mix. It was also agreed that it is important to establish this Vision in order to inform and guide the Design Brief for individual future phases of project delivery.



3. Community Engagement

3.1 Digital Ideas

Analysis of All our Ideas

Since significant survey and engagement work has been done in the past, a more direct and practically engaging method was required here to test the nature and level of interest in various ideas for the two buildings, 111 and 121 High Street. All our Ideas is a democratic digital survey tool that offered the community of Dumfries an opportunity to suggest ideas and show support for ideas added by others. It is less a scientific tool and more a way of getting a measure of overall local opinion and momentum.

The survey was open for 10 days and generated 6612 votes for 135 ideas. Many ideas though were similar so have been grouped together to show the level of support for each kind of use.

Leisure 1674

General leisure accessible to all from theatre to music and various entertainment ideas (303 votes) including specific reference to the night economy (55 votes)

Community owned bar and live music venue (250 votes)

Art gallery (165 votes) with specifically attracting the Gracefield Art collection (64 votes) Bistro (58 votes)

There was some focus on youth (48 votes) including Laser tag (51 votes) and a Dry bar (48 votes)

The Cinema received 136 votes but there was some comments indicating that this was available elsewhere and would be duplication.

Library 51 votes

Café (117 votes) but there were also a lot of comments against this saying provision was adequate in the town.

There were suggestions of a Science centre (53 votes), an Indoor planetarium (13 votes) and an Aquarium (12 votes)

Retail (total 1468 votes)

Local produce outlet including food but also non-food items some of which made in the enterprise units 567 votes

Consumer co-operative with a post office 154 votes

Other ideas included a Microbrewery (79 votes) an Eco-friendly supermarket (76 votes), Clothes shops and other traditional shops (121 votes).

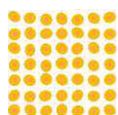
There was some support for Community Banking and credit union (209 votes), though it was noted that there is already a credit union in the town

Reuse and repair shop (135 votes) and a Pop up charity shop (67 votes)

And even Community funeral directors (10 votes)

Community use 1496

Youth drop in with a focus on disabilities was a high demand (450 votes)



Connection and an area for the community to gather together (144 votes) and a Multi-use community space for all (74 votes)

Health services (65 votes) and a town centre dementia drop in (58 votes)

Creative work shops, writers groups etc (178 votes)

“Housing individual spaces for workshops craft meeting the public allowing young ones to adopt learning ideas and flourish”

Enterprise Use (total 1459 votes)

Space for community businesses particularly linked to local wealth building 374 votes

Business incubator including space for social enterprises and a learning space 220 votes

Print making and artists’ studios 180 votes

Housing 421

Though housing demand was relatively low, there was support for a mix of Mix of housing and retail and leisure (60 votes) “A town centre needs to have a mix of residential, commercial and entertainment (e.g. events, cultural, arts, restaurants, cafes, bars)”

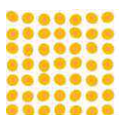
As well as general housing (130 votes), there was a suggestion of Student housing (75 votes) and a Hostel (55 votes)

Heritage 94

Centre to attract visitors 94

111 and 121 High Street in Dumfries are being developed. What do you think is needed in the town?

Ideas	Score (0 - 100)
Community Businesses that work with Anchor Institutions to encourage local wealth building	95
A consumer cooperative with a post office function	91
A municipal savings bank	85
A business incubator for enterprises & social enterprises	83
No. 121 looks ideal for a local producer's cooperative food shop! Like local farm shops, but in the town, no need to drive	83
A community news bar & live music venue	80
An affordable, sustainable and eco-friendly shop that promotes local companies and enables individuals to refurbish using local products	78

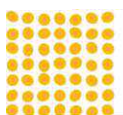
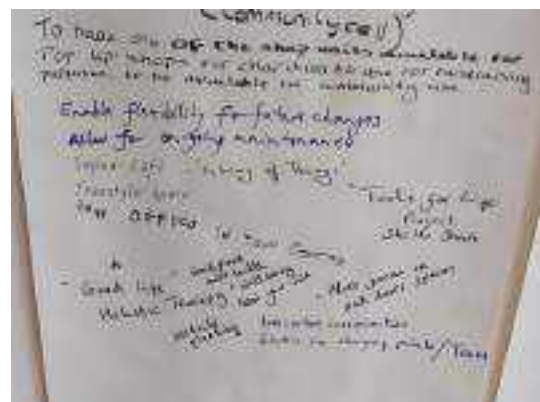


3.2 Public Consultation

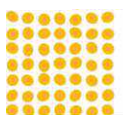


The Oven was opened between Thursday and Saturday to allow for residents of Dumfries to get up to speed on the project and contribute their ideas to the usage of the two buildings. 43 local people contributed during the consultation period and there was vibrant debate and interesting ideas. The following were some of the thoughts;

- Need for a Youth Enterprise zone focussing on business development for young people.
 - start up space / Business units / studios (dance music, TV, film-making)
- Integrated with relevant support and guidance
- Pop up shops for charities and other organisations
- Build in flexibility for unknown things in the future
- Ensure it is well maintained
- Repair café and a “library of things”
- Tools for life and skills share project
- Post office in the town centre
- Holistic Therapy
- More focus on the out-doors



- Low carbon lifestyles
- Good health and well-being
- Whole food shop
- Explore opportunities for good food linked to well-being
- Community Cinema
- Youth Drop in
- Working social space
- Learning and new skills
- Adults to adapt to new work opportunities



4. Deliverability test

4.1 Financial Modelling

A financial model has been produced based on the recommended route of

- developing affordable housing on the upper floors estimating 6 units at an average of £400 rent per month. In addition to the annual costs we have added a sinking fund and a notional loan of £150,000 at 4%, though this will be firmed up at business plan stage. This generates a small surplus annually of £7704
- Establishing a print studio at 111, with artists workshops and some enterprise units along with a small acoustic performance space for evenings and weekends. We have estimated 70 individual users across the region and 3 learning events per month. This clears around £8000 per year
- Setting up a pop up creative industries space to link with other enterprise and learning initiatives across the town. There is some incubation space and a training room. This generates a profit of around £2000 per year.

In addition to core staff we have built in a part time Development officer and a part time cleaner/caretaker.

There are no grants built into this model which would be likely in early years as the business grows and gets established.

The following shows the summary of finances across all elements of the enterprise, but it should be noted that this is simply a financial mode to indicate general sustainability. A full and detailed cashflow will be developed in the business plan. The model can be seen at appendix 2.

Summary finances				
	111	121	Housing	Total
Income	£54,966	£36,300	£28,800	£120,066
Expenditure	£46,630	£34,222	£21,096	£101,949
Profit / Loss	£8,336	£2,078	£7,704	£18,117

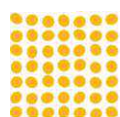
4.2 Fundability

The buildings have been independently valued at £60,000 and £120,000 respectively, and grant (and/or loan) funding and fundraising will be required to secure the building.

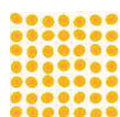
Capital costs are estimated at £xxx

A full funding strategy will be developed as part of the business plan. Some possibilities for capital funding include the following:

Fund	Notes
Purchase of building	
Scottish Land Fund	Capital and revenue for purchase, including legal fees. Up to 95% of eligible project costs (capital costs are determined by independent open market valuation).



South of Scotland Enterprise	A back up and funding source may be the South of Scotland Enterprise agency though this has not been progressed in detail. SSE has funded other capital investments, but they are in a new phase of operation with no funding or support allocation sources decided.
Match funding	The owner offering a potential discount would cover the match. If unsuccessful, the remaining 5% of purchase costs (so around £9000 unless the seller wants a higher price) would need to be funded by local fundraising, a short community share issue or a small loan.
Capital Grants – possibilities for future renovation / refurbishment	
South of Scotland Enterprise	Possible source of funding as with other elements of the Midsteeples quarter master plan
Borderlands Inclusive Growth Deal	Unknown at the moment but this kind of project is likely to be a strategic possibility.
Regeneration Capital Grants Fund	Scottish Government funding applied for through D&G Council. The next stage 1 round will be open around May 2021. Average grant is £1m.
Garfield Weston Foundation	Will cover capital costs usually up to 10% of project cost through regular grants programme but grants are typically under £30,000. Reviewed on an ongoing basis but decision takes up to four months. Organisations with unrestricted reserves covering more than 12 months' expenditure are unlikely to receive a grant.
Robertson Trust	Currently closed, prior to launch of new funding strategy in Summer 2020 (note that this may be delayed due to the Coronavirus pandemic). The intention was for the new strategy to have a stronger focus on addressing poverty and trauma, their causes and impact. This may be less of a good fix than in the past.
Scottish Landfill Communities Fund	Likely to be eligible as a public amenity project. Need to approach specific Approved Bodies delivering the Fund for more information
The Clothworkers Foundation	Charitable status would be needed to be eligible. Main grants funding for capital costs (including purchase of fixtures and equipment as well as building purchase or renovation) – usually over £10,000. Lower priority, as an application must demonstrate that at least 50% of service users are within one or more target groups (these include alcohol/substance misuse, older people, and people with disabilities).
Wolfson	£75,000 maximum
Re-payable finance	Loans from clearing banks or social lenders likely to be interest rates of 2% to 8% depending on risk, though some interest free loans are available.



	Scottish National Investment Bank may be interested in the scheme as it fits well with their strategy
Sponsorship, donations and crowd funding	Local, regional and beyond search for crowdfunding and donations
Community share issue	Though the increase in debt on the company will need to be considered in relation to future liquidity, there is an opportunity for a further share issue which would also achieve buy into the project locally.
Sale potential of some housing units	With permission from the Scottish Land Fund and the proviso that no more than 20% of the asset is re-sold, there is an opportunity to release some capital for re-investment back into the scheme.

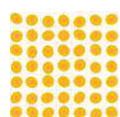
4.3 Legal and Management Review

Dumfries High Street Limited (t/a Midsteple Quarter (MSQ)) is a community benefit society with over 400 members. Dumfries High Street Property Ltd. Is a wholly owned trading subsidiary. DHSL will be the applicant to Scottish Land Fund and eventual owner, though day to day management may be delegated to the trading subsidiary.

1. Type A member. There are currently 285 of these. They all live in DG1 & DG2 postcodes and all get a vote.
2. Type B members. Currently 16 of these. They are businesses and organisations based in DG1 & DG2 postcodes. We feel it's important to engage with existing businesses in the town centre and would be reluctant to withdraw their voting rights, particularly when their contribution to the town centre is vital to the existing sense of community.
3. Type C members. There are currently 107 of these members. They don't vote. Most live in rural areas outside Dumfries but rely on the services provided in Dumfries.

The Scottish Land Fund indicated some required amendments to the articles of DHSL and that is currently being actioned with the membership and in conversation with the Financial Conduct Authority. The following changes are being made to ensure compliance;

- Clause 4 will be updated to ensure the operating community is clearly DG1 and DG2. It was noted that anyone can be a member of Dumfries High Street Limited, however the organisation draws a distinction between voting members and other members to ensure local control and accountability.
- There will be a change to clauses 13, 14 and 15 clarifying that membership is open to all and that the board does not have undue control over the agreeing of membership. It was noted that the Board has never refused a membership application. This process allows us to monitor potential conflicts of interest and to be aware of the balance between the different types of members, which we feel is important for ensuring community control. They have to specify terms of admission to comply with the Co-operative and Community Benefit Societies Act 2014.
- The majority of voting members need to be individuals and this will be clarified



4.4 The Board's / Organisations Capacity

Directors of Dumfries High Street Limited are active in other groups in the community and the organisation has a significant regional track record and a national reputation for ability and innovation.

MSQ currently own two properties (135-139 High Street and 1 Standard close to the rear) and have recently concluded missives with a date of entry of 11th Sept 2020 on two further properties: 113-115 and 117-119 High Street which are directly adjacent to 111 and 121 High Street. They have therefore built experience in asset acquisition and development.

Board Skill Set

Evie Copland (Chair): Evie Copland is an award-winning housing professional and proud lifelong Doonhamer, living and working in Dumfries town centre. She trained as a journalist but found her true passion working in housing and currently works for a local social housing provider.

Alison MacLeod (Company Secretary): Alison worked for 7 years as development officer in Applecross managing a number of projects, including the build of a community owned hydro scheme as an income generator for the area. She is a director of Scottish Rural Action, which aims to provide a powerful voice for the people of rural Scotland.

David Roulston (Treasurer): David has spent the majority of his career working in and managing social care, healthcare and housing services. His experience is varied and includes health advocacy, older people's care, homelessness and business development. He sees the Midsteeples Quarter as a great opportunity to breathe new life into Dumfries town centre during a time when towns will need to adapt and change to reflect the different ways in which we live today.

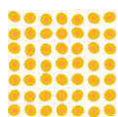
Dion Corbett: Dion works as a chartered architect at Savills in Dumfries where she primarily works on domestic and residential projects with a particular focus on conservation projects in Dumfries & Galloway. Dion is interested in encouraging more young people to stay and return to the region to help continue the vibrant, diverse and dynamic community.

Jim O'Neill: Jim O'Neill has spent most of his adult life in Dumfries working in housing. Throughout his career he has been a champion of the rights of vulnerable people and believes that local communities have a key role in meeting their needs and achieving their own ambitions.

Peter Renwick: Pete has lived in Dumfries & Galloway for ten years and has worked on arts and community-led projects throughout this time, including running many events at the Midsteeples. He is currently in post as Langholm Facilitator for SURF: Scotland's Regeneration Forum, and a member of the Langholm Moor Working Group, who are investigating a community buy-out of land set to be sold by Buccleuch Estates.

Sandy Rogerson: Sandy is a care worker and is the nominee director for Loreburn Community Council. He lives in the centre of Dumfries and is passionate about infrastructure projects that connect communities across Dumfries & Galloway, including founding the campaign to re-open the Dumfries-Stranraer rail line.

Dr Gunel Sarginson: Gunel is a medical doctor from Azerbaijan and is fluent in 5 languages. Gunel has lived in Dumfries since 2012 with her Scottish husband and their two young children. Currently, she is undertaking a second degree in health and social policy at the Crichton Glasgow University campus.



5. Findings and Recommendations

5.1 Findings

Assets in the Area

- The overall vision is encapsulated within a clear Blueprint and strategic Masterplan.
- The project is nationally known as an exemplar of town centre regeneration and has a strong policy fit with a range of areas, nationally and regionally.
- The area contains a wide variety of listed building and monuments as well as strong connections to famous figures such as Robert Burns, Robert the Bruce, J.M. Barrie, Jane Haining and Thomas Carlisle which contribute both to local pride in place and an opportunity to attract visitors.
- A higher proportion of the population are economically active than the regional and Scotland averages (70.5% compared to 67.7% and 69%, respectively)

Challenges in the area

- The town centre has deteriorated over recent years and is in need of a new vision.
- Dumfries has one of the lowest levels of residential living of any High Street in Scotland
- There are significant pockets of deprivation, concentrated in the areas of Lochside and Lincluden and Dumfries Central which are in the top 10% datazones for relative deprivation. There are also areas of rural isolation
- This is an area of stark inequality. Parts of Dumfries record the lowest male life expectancy rates for Dumfries and Galloway (Lochside and Lincluden - 72 years and Dumfries Central - 73 years). In contrast, other areas locally have amongst the highest regional male life expectancy (Troqueer - 83.5 years and Georgetown - 83.5 years)
- 5,442 (10.7%) of local residents are considered to be amongst the 10% most deprived in Scotland in relation to general deprivation.
- A further 2,450 people are within the most deprived in terms of service access

Support and Demand for the Project

- The research evidenced overwhelming support for community ownership. This builds on previous evidence that the community are behind the masterplan. Various pieces of community consultation led to the beginnings of a consensus across different stakeholder groups that a Dumfries town centre should have a mixed and resilient offer of spaces for living, working, socialising, learning and enterprise.
- The location of the two buildings is valuable on the high street

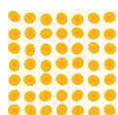
The Asset

- 111 is in a poor state of repair and 121 needs significant upgrading.

Development ideas

Enterprise Space and learning

- Simply letting business space has limited demand and social impact. Entrepreneurial centres such as Elevator, the Melting Pot and Can Do Crieff are sustainable examples of



providing space to entrepreneurs, social enterprises, innovators and creatives which also offer programmes of support, networking etc.

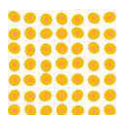
- Entrepreneurial incubator space emerged as a priority during the early research with a particular focus on creative spaces
- Ryden's Business Incubation Units Scoping Study for Dumfries and Galloway (2018) notes that access to affordable and reasonable quality business premises is critical to business creation and growth and identified a gap across Dumfries and Galloway.
- Space for community businesses particularly linked to local wealth building attracted 374 votes in the All our Ideas digital survey.
- This idea received strong support from the Chamber of Commerce, and the Guild. A route of progression for artists and makers is being established by the Guild from trialling their business/product at Dumfries Market Festival and progressing to use retail space at the Linen Bank. These businesses are currently unable to take the next step with their own retail space on the High Street.
- Dumfries & Galloway Council Economy & Resources were not supportive of generic letting, on the basis that there is an oversupply of retail space so something bespoke and with synergy is needed, rather than generic bookable space.
- A print studio was supported by local artists. A print studio provides opportunities for classes and events which can draw in and engage the community but there is potential competition with Gracefield (which could move). Examples of creative hubs such as the Glasgow Print Studio, Edinburgh Print Makers, Out or the Blue and others combine the above concept of more than rental but add a creative focus.
- Though the MakLab concept went into liquidation, anecdotal evidence suggests that this was not due to financial viability.
- Support for business start-ups was also high in the housing needs analysis.
- Strategic links with market stalls and early incubation in the Linen bank over entry and expansion points for enterprises.

Learning

- 23.2% hold higher education qualifications, which is lower than the national average but slightly higher than regional figures.
- Learning emerged as important during early community consultation
- The Learning Town project has been a priority for the Council, and while there are learning campuses 'on the doorstep', there is no strong High Street asset that links the learning experience with the world of work

Leisure

- The community survey identified demand for a wide range of leisure activity
- The Stakeholder summit indicated a potential demand for a community cinema but further research with individuals and through community consultation confirmed that there was limited demand and potential displacement for this idea. SWMF want to create an annual festival at the Theatre Royal and aim to encourage screen activity in the region: so young people can access training (e.g. in digital media) and aspire to jobs in the screen industries. There may be space for this in 111 or 121.



- The digital survey indicated support for a variety of leisure accessible to all from theatre to music and various entertainment ideas (303 votes) including specific reference to the night economy (55 votes). A café or cinema were not strongly supported but ideas around an art gallery (and specifically the re-siting of Gracefield) were felt to be opportunities.
- Concern was raised however about the mix of noisy leisure activity and the desire to develop town centre homes above.
- There are a number of cafes in and around the MSQ, and close to the 111 and 121 High Street. A further café at these properties would be likely to duplicate or displace these services – which include small independent businesses as well as chains.

Retail

- Standard retail was not supported due to changing customer habits, but new kinds of retail such as the sale of local produce and products, (linked to a re-use as a concept) was supported. The digital survey supported a local produce outlet including food but also non-food items some of which made in the enterprise units with 567 votes. However, there is a greengrocer round the corner who is providing local produce so this would be clear displacement.
- Links to the Linen Bank identified a need for pop up retail to allow local businesses to trial products
- A repair/reuse shop may fit better with the concept of the creative space

Community

- Though generic community use was not hugely demanded, a gathering space to draw people together and a major focus on young people (450 votes) were the biggest demands.

Housing

- DGSCHT research indicated that the demand for housing was there but as it was a new approach to town centre living, specific demand would need to be stimulated. There was a low but significant interest in housing in the digital survey.
- This emerged as a priority during the early research
- 74% of respondents to the housing survey showed support for community ownership of housing with a mix of tenants. Most favoured affordable housing.
- Though co-housing was supported in principle, it was found to be complex and challenging to achieve in reality. Intergenerational approaches were favoured.
- Dovetailing town centre housing with other activity is vital for sustainability.
- Outside space was viewed as essential for people

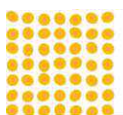
Financial viability

- The financial model shows that the project is financially viable. Financial modelling at this stage indicates strong sustainability depending on the extent of any re-payable finance

Fundability

- Grant funds are currently highly competitive and sources of capital grants are significantly reduced from previous years so innovation is required when looking at the funding of the project.

Challenges to consider



- MSQ will need to work collaboratively to avoid displacing existing activity.
- Deprived communities in the Lochside and Lincluden part of the town can be reluctant to travel to other parts of Dumfries or access existing facilities in the town centre, and this presents a challenge as well as a real opportunity to provide a community space which benefits people living in these areas.
- The medium and long term impacts of the coronavirus pandemic are uncertain, but is likely to have a significant impact on the future direction of any project

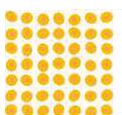
Capacity to deliver

- The Midsteeple Quarter board has a high capacity, with significant professional and third sector experience. MSQ currently owns one property and is in the process of acquiring 113-115 and 117-119 High Street so have built experience in asset acquisition and development.
- The current legal structure is being amended to fit with the guidance of the Scottish Land Fund.

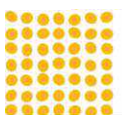
5.2 Recommendations

We recommend that the Dumfries High Street Ltd:

1. Progresses discussions with the owner to buy the two buildings on the basis that the purchase price is near or ideally under the valuation.
2. Proceeds to business plan with full cash flow projections and further detail of the service design and partnership arrangements across the town.
3. Continues to use the Oven facility to engage and inform the local community and stakeholders about plans for this and the broader Midsteeple Quarter.
4. Considers all other activity in the town including other MSQ developments at the Oven and neighbouring buildings as well as changes in the provision of learning, retail, art space, local produce etc that this feasibility study identified. The uses of the Bridge, the Linen Bank, Rosefield Mill development, changes at Gracefield and other spaces offers the opportunity for a co-ordinated campus approach to community controlled and public space.
5. Think about a useful role to tie this together and communicate it effectively to residents. Stakeholders noted a need for a central “welcoming hub” but it is likely that the existing Oven space would be better for that rather than 111 or 121.
6. Progresses partnership opportunities, and in particular with
 - a. Local High Schools and the Social Enterprise Academy to develop a social enterprise programme with a High Street retail outlet.
 - b. The Linen Bank and the Guild as a referral route for product sales. The route of progression for creatives would be to test the market with market stalls, then take some space at the Linen bank if it is developed then move to a MSQ space for a longer period (say 3 months) to work from including workshop and retail space.
 - c. Gracefield Arts Centre about a potential move to the centre of town.
 - d. Dumfries and Galloway Council, DGSCHT, letting agents and RSLs about the development of the housing.
 - e. Dumfries and Galloway Council in relation to the Learning Town initiative.
 - f. The local creative community beyond Dumfries.



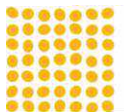
- g. South of Scotland Enterprise in relation to funding and partnership around innovative economic development.
 - h. Driftwood cinema in regard to partnership through provision of space for learning and doing film-making
 - i. Crichton Campus in regard to the development of some student accommodation.
- 7. Continues to monitor the impact of the coronavirus pandemic as it relates to this fundraising, sustainability and operations of the facilities.
- 8. Engages John Gilbert Architects to develop the space in the following way;
 - a. Mixed inter-generational housing on top floor of both buildings. This will include some students, some older people and some young families, creating a town centre community that is not labelled for any one particular type of person. Though this is not a co-housing development, the ethos of co-housing should be built into the design in relation to creating a warm self-supporting community.
 - b. Complementary green space as much as possible within the footprint constraints.
 - c. Develop 111 into a print studio for local artists and some workshop space, combined with a small area for an acoustic events space (fiddle recital, CD and book launch etc). This will be a vibrant space for local creatives linked to developing businesses in the creative industries (with the potential to then book pop up retail in 121). Space for learning will be part of this development as charged for courses will be offered.
 - d. Develop 121 into a pop up retail outlet focussed on (but not exclusively) craft, art and local products. Units would be used for a few weeks at a time. Those who are successful would move to permanent space at the Linen bank. Some Enterprise incubation space as well as learning and training space will be built in. Gallery space as part of the retail offering would be useful.



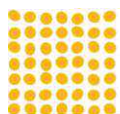
Appendix 1 – Full policy analysis

National Policy

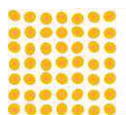
Policy area:	Policy:	Key Priorities:	Comments on alignment:
National Performance	Scottish Government's National Performance Framework	Provides a vision for Scotland with broad measures of national wellbeing covering a range of economic, health, social and environmental indicators and targets.	<p>Strong alignment with the overall purposes, particularly to:</p> <p>We live in communities that are inclusive, empowered, resilient and safe</p> <p>We have a globally competitive, entrepreneurial, inclusive and sustainable economy</p> <p>We are creative and our vibrant and diverse cultures are expressed and enjoyed widely</p> <p>We value, enjoy, protect and enhance our environment</p> <p>We have thriving and innovative businesses, with quality jobs and fair work for everyone</p>
	Fairer Scotland Action Plan, 2016	<p>Aims to create, “by 2030, a fair, smart, inclusive Scotland, where everyone can feel at home, where fair work helps businesses to thrive and create jobs, where poverty rates are amongst the lowest in Europe, and where there is genuinely equal opportunity for all”. 50 Actions fall under 5 overall ambitions:</p> <p>A fairer Scotland for all</p> <p>End child poverty</p>	As a social enterprise led by local people, the MSQ will enable people in Dumfries to take part in local decision making.



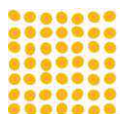
		<p>A strong start for all young people</p> <p>Fairer working lives</p> <p>A thriving third age</p>	
Community Empowerment	Community Empowerment (Scotland) Act 2015	Helps to empower community bodies through the ownership or control of land and buildings, and by strengthening their voices in decision making around public services.	The community has been consulted throughout the process to ensure there is support to take the buildings into community ownership.
Social Enterprise	Scotland's Social Enterprise Strategy, 2016-2026	The vision is that “Over the next decade social enterprise will be at the forefront of a new wave of ethical and socially responsible business in Scotland. It will become a far reaching and valued alternative and a key part of the Scottish way of doing business”. A second action plan under the Strategy is due to be published (prior to the coronavirus pandemic).	The MSQ will operate in the long term as a sustainable social enterprise.
Regeneration	Achieving a sustainable future: Regeneration Strategy, 2011	Vision is “a Scotland where our most disadvantaged communities are supported and where all places are sustainable and promote well-being”, which must be addressed holistically looking at economic, physical and social needs of communities. Regeneration is	Bringing the building into community ownership and operating it as a thriving community hub will help to regenerate the High Street



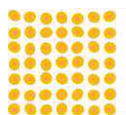
		defined as “the holistic process of reversing the economic, physical and social decline of places where market forces alone won’t suffice”.	
	Place Principle, 2019	<p>Adopted by the Scottish Government in 2019, and intended to provide a collective focus to support inclusive economic growth and create places which are both successful and sustainable. It recognises that:</p> <p>Place is where people, location and resources combine to create a sense of identity and purpose, and is at the heart of addressing the needs and realising the full potential of communities.</p> <p>A more joined-up, collaborative, and participative approach to services, land and buildings enables better outcomes for everyone and increased opportunities for people and communities.</p>	The building project fits well with the Place Principle,
	Town Centre First Principle	<p>Scottish Government agreed the Town Centre First Principle with COSLA leaders in July 2014, marking a significant shift in public policy towards town centres. It asks that government, local authorities, the wider public sector,</p>	<p>Sets out an intention to support community-led activity that supports Scotland’s town centres by strengthening communities to implement initiatives that benefit town centre regeneration.</p> <p>As Stage One of delivery, The Oven will be a catalyst for the transformation of Dumfries High Street, encouraging diversification</p>



		<p>businesses and communities put the health of town centres at the heart of decision making. It seeks to deliver the best local outcomes, align policies and target available resources to prioritise town centre sites, encouraging vibrancy, equality and diversity.</p>	<p>through the repurposing of buildings around twenty-first century patterns of demand.</p> <p>The Oven is a pilot for a repurposed commercial district within Dumfries High Street – the Midsteeple Quarter - allowing the High Street to recover from the economic impact derived from its over-reliance on occupancy by national retail multiples and redundant use on the upper floors. Dumfries High Street, to thrive, needs more people living in and using the available spaces and this can only be fully supported by the provision of a new housing offer.</p> <p>It notes that enterprising communities and individuals can be key players in dealing with the problems of vacant and empty properties and meeting local demand for new activities, events and services.</p>
	Community Wealth Building	<p>CWB is a model whereby locally based anchor institutions (such as local authorities, NHS, etc.) focus spend locally to encourage the development of local economies and to limit procurement spend leaking out of the area.</p> <p>The Scottish Government have bought into this concept and have seconded the lead individual from Manchester to lead on its implementation over the coming year</p>	<p>Though this is driven by statutory sector spend, one key element is the drive to strength local, community and social enterprise businesses (and co-operatives in particular) so that when opportunities arise, the sector is strong enough to exploit them. The overarching remit and ethos of MSQ can accommodate this policy context in the idea of holistic town centre change</p>
Housing		<p>Policy around housing at national and local level – see https://www.gov.scot/policies/more-homes/housing-and-planning-</p>	<ul style="list-style-type: none"> Contribution towards affordable housing targets – we would consider any housing delivered in community ownership within The Oven as having the potential to contribute to the overall target of 50,000 new affordable homes. Whilst this model may

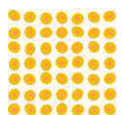


		<p>delivery-framework/ The section below on local housing strategy needs reviewed and looked at carefully.</p>	<p>be currently comparable only to the approach being facilitated via the Rural Housing Fund, we hope that this outcome can be recognised as providing a rationale for pilot grant.</p> <ul style="list-style-type: none"> • • Achieving excellence in housing development (aiming to maximise wider benefits from investment, including economic, environmental and social. • • Programme of mid-market rent homes, helping those otherwise unable to buy a home and find full market rent too expensive; • • Empty homes – a focus on bringing as many empty homes back into use as possible, noting that one key strategic objective of the MSQ Masterplan is to reverse the complete disuse of upper-floors on Dumfries High Street; <p>• Finally – relative to the “Housing Beyond 2021” document, the project aligns very directly to the statement, “Local communities should be empowered to respond to housing need in their area, as part of a coherent regional economic approach (creating and maintaining jobs) and supported by provision of the right infrastructure”.</p>
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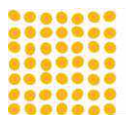


Local/Regional Policy

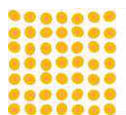
Policy area:	Policy:	Key Priorities:	Comments on alignment:
Local Authority	Dumfries & Galloway Council Plan 2017-2022	<p>Council priorities are to:</p> <ul style="list-style-type: none"> • Build the local economy • Provide the best start in life for all our children • Protect our most vulnerable people • Be an inclusive Council 	<p>Strong contribution to building the economy – and to Plan commitments to improve the level of skills within our communities and workforce; support our small and medium sized businesses to be established and grow; invest in our key infrastructure; and provide an attractive location to do business.</p> <p>Inclusive community spaces for local people to come together and provision of affordable high quality housing can contribute to Plan priorities of supporting children and young people; and helping older or vulnerable people live healthy and independent lives.</p>
Economy	Dumfries & Galloway Regional Economic Strategy 2016-2020	<p>Strategic objectives are:</p> <ul style="list-style-type: none"> • More Growing Businesses • Developing Places • Better Skills, Better Opportunities: • Well Developed Infrastructure • Investment Projects • Leadership 	<p>A key part of the MSQ Blueprint is to develop a localised economic model locking inclusive prosperity into Dumfries as the regional capital. There will be space to grow and develop new businesses; well-developed infrastructure to allow this; and development of spaces which maximise community benefit and enhance and protect built heritage assets.</p> <p>There will be a focus on the creative industries, identified as a volume sector which ensures a level of resilience in the local economy, and which the Strategy notes may provide opportunities for added value and innovation given the right support.</p>
	Borderlands Growth Deal – Heads of	Agreed by the UK Government, Scottish Government, and five local authority areas of Carlisle City,	MSQ is well aligned with each ‘commitment area’ in the Agreement, particularly in relation to place, with the Borderlands intending to stimulate the repurposing and reinvention of towns and centres across the



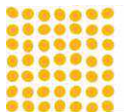
	Terms Agreement, 2019	<p>Cumbria County, Dumfries and Galloway, Northumberland County and Scottish Borders. Commitments relate to:</p> <ul style="list-style-type: none"> • Place • Infrastructure • Innovation and skills • Green Growth 	<p>Borderlands area to create places that are economically vibrant, resilient to change and that attract a working age population.</p> <p>The intention is for these properties at MWQ to address the three main challenges identified in the Agreement: narrowing the productivity gap; increasing the working age population and delivering inclusive growth.</p>
Community Planning	Local Outcome Improvement Plan 2017 - 2027	<p>Eight outcomes:</p> <ul style="list-style-type: none"> • Everyone who needs help to work receives the right support. • Learning opportunities are available to those who need them most: • Health and wellbeing inequalities are reduced. • There is affordable and warm housing for those who need it most. • The money available to people on Benefits and low wages is maximised. • People are safe and feel safe. 	<p>Generally, revitalisation of the town centre can contribute to the Plan's vision of <i>'working together to create an ambitious, prosperous and confident Dumfries and Galloway where people achieve their potential'</i>.</p> <p>There will be a particular contribution to Outcome 8 – MSQ is a community led project and will empower local people to contribute to local decision making.</p> <p>The project's focus on creative expression will contribute to the Plan's objective of promoting, celebrating and recognising the individuality of our people and the region's diverse communities.</p>



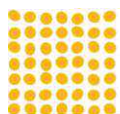
		<ul style="list-style-type: none"> • People are well connected. • Individuals and communities are empowered. 	
Health and social care	Dumfries & Galloway Integration Joint Board Health and Social Care Strategic Plan 2018 – 2021	<p>Vision is “<i>Supporting our communities to be the best place to live active, safe and healthy lives by promoting independence, choice and control.</i>”</p> <p>10 priority areas of focus are identified.</p>	Strong contribution in particular to the priority area of focus of “developing and strengthening communities”. MSQ will help to provide low level community and social supports that the Plan acknowledges can greatly increase a person’s potential to better manage their health, live well in their homes and communities for longer, and reduce loneliness.
	Health and Social Care Nithsdale Locality Plan 2016 – 2019	One of four locality plans sitting under the Health and Social Care Strategic Plan.	<p>Commitments in the Plan of particular relevance to MSQ are to:</p> <ul style="list-style-type: none"> • Develop community link approaches within Nithsdale locality which enable people to have the information, motivation and opportunity to live a healthy life for as long as possible. • Support people to participate and engage in their communities as they choose to access day opportunities and activities which they feel are important to them, to stay as independent as possible, happy, safe and well • Work with partners to consider housing and support options to reflect the needs of Nithsdale locality.



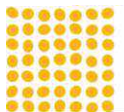
Housing	Local Housing Strategy 2018-2023	<p>Strategic Objectives are:</p> <ul style="list-style-type: none"> • Ensure that the available housing stock in our region is fully utilised and new housing development supports the sustainability of our towns, settlements and villages. • We will work together with the Health and Social Care Partnership to ensure solutions are delivered that enable people to live as independently as possible in community settings. • We will ensure that households who live in the Private Rented Sector have a home that is safe, warm and achieves the required standards. • “We will help everyone in our region to live in warm, affordable, energy efficient homes”. • Ensure that people who stay in privately owned property are able to live in homes that are of a high quality and good condition. 	<p>By providing good quality and affordable housing on the upper floors of these properties, MSQ will be contributing to the Strategic Vision that <i>“Everyone in our region will have access to a high quality affordable home that is warm, safe, provides good access to services and meets their needs at every stage of life.”</i></p> <p>MSQ is specifically mentioned in the Plan: there is an action to support the project, and the Plan notes that the project <i>“could stimulate a whole chain of inward investment, supportive behaviours, business growth, added vitality and increased civic confidence. This will help make public places more welcoming, and support new fledgling attractions and enterprises”</i>.</p>
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Deprivation / anti-poverty	On The Up: Dumfries and Galloway Anti-Poverty Strategy 2015-2020	Strategy objectives are: <ul style="list-style-type: none"> • To listen to people and families experiencing poverty and make sure their voice is heard • To support people experiencing poverty to move from dependence to independence • To ensure our information and services are easy to access • To provide services that meet the needs of people experiencing poverty 	The properties can help provide services that meet the needs of people experiencing poverty. At a very practical level, housing provided at MSQ will be affordable and be energy efficient to help tackle fuel poverty (one of the challenges identified in the Strategy); but more generally, there is potential to provide employment opportunities, link to skills development and employability support, as well as contribute to improved health and wellbeing.
Travel	Dumfries & Galloway Active Travel Strategy and Action Plan	The vision is to see active travel being the normal choice for short, everyday journeys across all of our communities.	Providing employment, housing and community opportunities within the town centre will reduce car use and promote active travel such as walking, cycling etc.
Tourism and events	Dumfries & Galloway Regional Tourism Strategy 2016 - 2020	The strategy aims to make Dumfries and Galloway the destination of choice for quality, value and memorable experiences, delivered by skilled and passionate hosts. This will be delivered through three core themes:	MSQ aims benefit local people in Dumfries, but also to create a vibrant community that welcomes newcomers and visitors. There is potential to help develop the visitor economy through regeneration of the town centre. The Strategy notes that there is an opportunity to position Dumfries and Galloway as the leading rural area in Scotland for its all year round programme of festivals and events, appealing to differing customer sectors – including the growing range of community led events, which space at MSQ can support.



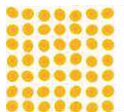
		<ul style="list-style-type: none"> • Providing Authentic Experiences through all year events and hospitality • Improving the customer journey by providing a consistently high customer experience <p>Building our capabilities by developing a resilient, advised and collaborative network of businesses and organisations</p>	The Strategy also notes the importance of the Arts, Culture and Heritage – which helps define the area.
	Dumfries & Galloway Council Major Festivals and Events Strategy 2018 - 2021	The aim is to develop and sustain Dumfries and Galloway as an internationally renowned rural events destination that continuously attracts new visitors to the region.	Flexible community space in the town centre, with a focus on the arts can provide space to contribute to the Strategy – whether providing space for events; or more generally, to promote collaboration, cooperation and shared knowledge in the major events sector.



Appendix 2 : Financial Modelling

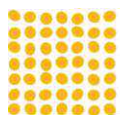
Salaries						
		Salary	NI	Pension	Portion	Total
		£		5%		
Development and Facilities Manager		30,000	£2,949	£1,500	0.5	£17,224
Cleaner / caretaker		16,000	£1,017	£800	0.5	£8,908
	Total	46,000				26,133

Summary finances				
	111	121	Housing	Total
Income	£54,966	£36,300	£28,800	£120,066
Expenditure	£46,630	£34,222	£21,096	£101,949
Profit / Loss	£8,336	£2,078	£7,704	£18,117



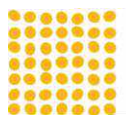
Print Studio Enterprise Space financial model

		Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Totals	
Small units for permanent rent		2	2	2	2	2	2	2	2	2	2	2	2	2	
Cost per unit per month		£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	£150	
Hot-desking hire with use of workshops (10 hour membership)		£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	
Hot-desking hire with use of workshops (20 hour membership)		£20	£20	£20	£20	£20	£20	£20	£20	£20	£20	£20	£20	£20	
Unlimited hot desking and use of workshops		£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	
Spend per head at events (donation, tickets, refreshments)		£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	
Average number at events		£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	
Number of pop up events		4	4	4	4	4	4	4	4	4	4	4	4	4	
Number Learning events per month		3	3	3	3	3	3	3	3	3	3	3	3	3	
Cost per course		£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	
Number of attendees		10	10	10	10	10	10	10	10	10	10	10	10	10	
Sales															
Hot-desking hire (10 hour membership) no of members	25	£375	£375	£375	£375	£375	£375	£375	£375	£375	£375	£375	£375	£375	4,500
Hot-desking hire (20 hour membership) no of members	20	£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£4,800
Unlimited hot desking no of members	25	£1,250	£1,250	£1,250	£1,250	£1,250	£1,250	£1,250	£1,250	£1,250	£1,250	£1,250	£1,250	£1,250	15,000
Income from permanent offices	2 x £150 per month	£300	£301	£302	£303	£304	£305	£306	£307	£308	£309	£310	£311	£311	£3,666
Income from printing	Profit estimate	£250	£250	£250	£250	£250	£250	£250	£250	£250	£250	£250	£250	£250	£3,000
Income from events		£500	£500	£500	£500	£500	£500	£500	£500	£500	£500	£500	£500	£500	£6,000
Income from learning events		£1,500	£1,500	£1,500	£1,500	£1,500	£1,500	£1,500	£1,500	£1,500	£1,500	£1,500	£1,500	£1,500	£18,000
Total Sales		£4,575	£4,576	£4,577	£4,578	£4,579	£4,580	£4,581	£4,582	£4,583	£4,584	£4,585	£4,586	£4,586	54,966
Overhead Expenses															
Cost of event	50.00%	£250	£250	£250	£250	£250	£250	£250	£250	£250	£250	£250	£250	£250	3,000
Cost of learning event	Tutor cost etc (50%)	£750	£750	£750	£750	£750	£750	£750	£750	£750	£750	£750	£750	£750	9,000
Advertising	Use of socila media	£100				£100								£100	300
Rates	RV of £21,600 x 50.4p)could negotiate discount from D&G)	£907	£907	£907	£907	£907	£907	£907	£907	£907	£907	£907	£907	£907	10,884
Water Rates	Estimate	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	1,200
Gas / Electric (estimate)	Following energy efficiency measures	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	2,400
Phone and broadband	Internet included inrent	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	600
Insurance	Buildings and public liability. Quote needed	£3,000													3,000
Stationery, postage & Printing		£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	300
Booking / invoicing system		£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	180
Tea, coffee, milk etc.	Part of the offer	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	300
Repairs & Maintenance		£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	1,200
Salaries	Shared with 121	£1,089	£1,089	£1,089	£1,089	£1,089	£1,089	£1,089	£1,089	£1,089	£1,089	£1,089	£1,089	£1,089	13,066
Misc	including cleanign materials	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	1,200
Total		£6,711	£3,611	£3,611	£3,611	£3,711	£3,611	£3,611	£3,611	£3,611	£3,611	£3,611	£3,711	£3,711	46,630
Gross Operating Profit		-£2,136	£965	£966	£967	£868	£969	£970	£971	£972	£973	£974	£875	£8,336	
Cumulative Cash Flow		-£2,136	-£1,171	-£205	£763	£1,631	£2,600	£3,570	£4,541	£5,513	£6,486	£7,460	£8,336		



Pop up Retail and Enterprise Space financial model

	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Totals
Pop up retail units for hire	4	4	4	4	4	4	4	4	4	4	4	4	4
Cost per unit per month	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100
Incubation space (20 hour membership)	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25
Incubation space (30 hour membership)	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30	£30
Unlimited incubation space use	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50
Cost to hire bespoke training room per hour	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5	£5
Number of hours per month	360	360	360	360	360	360	360	360	360	360	360	360	360
Occupancy rate	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%
Sales													
Income from pop up shops													
Local products linked to Linen bank	£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£4,800
Incubation hire (20 hour membership) no of members	25												
	£625	£625	£625	£625	£625	£625	£625	£625	£625	£625	£625	£625	7,500
Incubation hire (30 hour membership) no of members	20												
	£600	£600	£600	£600	£600	£600	£600	£600	£600	£600	£600	£600	£7,200
Unlimited incubation use no of members	10												
	£500	£500	£500	£500	£500	£500	£500	£500	£500	£500	£500	£500	6,000
Income from training room	£900	£900	£900	£900	£900	£900	£900	£900	£900	£900	£900	£900	£10,800
Total Sales	£3,025	£3,025	£3,025	£3,025	£3,025	£3,025	£3,025	£3,025	£3,025	£3,025	£3,025	£3,025	36,300
Overhead Expenses													
Advertising													
Use of socila media	£100					£100							£100
300													
Rates													
RV of £20,800 x 50.4p)could negotiate discount from D&G)	£873	£873	£873	£873	£873	£873	£873	£873	£873	£873	£873	£873	10,476
Water Rates													
Estimate	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	1,200
Gas / Electric (estimate)													
Following energy efficiency measures	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	£200	2,400
Phone and broadband													
Internet included inrent	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	£50	600
Insurance													
Buildings and public liability. Quote needed	£3,000												3,000
Stationery, postage & Printing													
	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	300
Booking / invoicing system													
	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	£15	180
Tea, coffee, milk etc.													
Parf of the offer	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	£25	300
Repairs & Maintenance													
	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	1,200
Salaries													
Shared with 121	£1,089	£1,089	£1,089	£1,089	£1,089	£1,089	£1,089	£1,089	£1,089	£1,089	£1,089	£1,089	13,066
Misc													
including cleanign materials	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	£100	1,200
Total	£5,677	£2,577	£2,577	£2,577	£2,677	£2,577	£2,577	£2,577	£2,577	£2,577	£2,577	£2,677	34,222
Gross Operating Profit	-£2,652	£448	£448	£448	£348	£448	£448	£448	£448	£448	£448	£348	£2,078
Cumulative Cash Flow	-£2,652	-£2,204	-£1,756	-£1,307	-£959	-£511	-£63	£385	£833	£1,281	£1,729	£2,078	



MSQ housing income for upper floors of 111 and 121															
			Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Total
Income	Assumptions														
Rent per month	Affordable rates	£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£400	£400
Number of units	Based on current drawings	6	6	6	6	6	6	6	6	6	6	6	6	6	6
Total Income			£2,400	£2,400	£2,400	£2,400	£2,400	£2,400	£2,400	£2,400	£2,400	£2,400	£2,400	£2,400	£ 28,800.00
Expenditure															
Letting agent	Deal to be struck	10%	£240	£240	£240	£240	£240	£240	£240	£240	£240	£240	£240	£240	£ 2,880.00
Building Insurance	Estimate		£3,000												£ 3,000.00
Property maintenance	Gas safety check (£83), EPC (£80), PAT (£48), electrical report (£120), legionnaires check (£48) etc (say £400 per flat).		£2,400	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£ 2,400.00
Sinking Fund	Based on £1000 per unit		£300	£300	£300	£300	£300	£300	£300	£300	£300	£300	£300	£300	£ 3,600.00
Loan Repayment	£150,000 @ 4% over 25 years		£528	£528	£528	£528	£528	£528	£528	£528	£528	£528	£528	£528	£ 6,336.00
Bad debts/Voids	Based on 10% of income		£240	£240	£240	£240	£240	£240	£240	£240	£240	£240	£240	£240	£ 2,880.00
Total Expenditure			£6,708	£1,308	£1,308	£1,308	£1,308	£1,308	£1,308	£1,308	£1,308	£1,308	£1,308	£1,308	£ 21,096.00
Difference			-£4,308	£1,092	£1,092	£1,092	£1,092	£1,092	£1,092	£1,092	£1,092	£1,092	£1,092	£1,092	£ 7,704.00
Balance			-£4,308	-£3,216	-£2,124	-£1,032	£60	£1,152	£2,244	£3,336	£4,428	£5,520	£6,612	£7,704	

