



# Angus Cycle Hub Community Learning and Training Project

Supporting Documentation for  
Arbroath Common Good Fund Application

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Angus Cycle Hub Community Interest Company Registered in Scotland Company No. SC495824

## 1. Background

Angus Cycle Hub Community Interest Company (CIC) is a not for profit social enterprise dedicated to supporting cycling in the Angus region and beyond.

The project encourages people to lead healthier lives and reduce short car journeys and CO2 emissions in Angus through projects based around cycling.

We:

- Provide cycling, Bikeability, bike maintenance coaching & training
- Organise cycling & MTB events & workshops
- Coordinate social rides
- Run a community Cycle Hub, shop & service centre
- Recycle bikes to provide a low cost entry to cycling
- Provide local cycling information
- Work with and lobby partner agencies to improve cycling infrastructure.

In 2015 Angus Cycle Hub was awarded £70,000 via NHS Funding to provide opportunities for people in Angus to engage with Cycling as a means to better health and well being.

The project created opportunities for people with long term conditions through a referral programme with Angus Social Care and Health Partnership.

Learning and Training opportunities were created to support the people referred to us and in turn those same people helped support our bike recycling project, raised our capacity and contributed to our wider aims.

In 2016 we started to engage with young people still in education by providing work placement opportunities for Schools which were deemed a great success and demand started outstripping our capacity.

Through talks with the Local Authority, parents and referrals it became apparent that there was a lack of alternative practical, education and training opportunities for the community.

Through further research and talking with community members referred to the project we also established that cost was a significant barrier to enable people to cycle, especially in some of the areas of deprivation in which we have operated.

The project has outgrown its current premises and is coming to the end of its lease and a number of funding streams it has used to initiate the project.



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## 2. Objectives

Angus Cycle Hub would like to formalise our training offering by becoming a Scottish Qualifications Authority (SQA) accredited centre and providing dedicated support and learning opportunities for the community from new premises at 33 Market Gate, Arbroath.

In addition, we would like to start a Bike Library for the Arbroath area to enable local people and visitors to the town access to active travel alternatives by providing a bank of bikes for people to access on an ad-hoc basis. This will help reduce short car journeys and carbon emissions in the locality.

The objectives of the Arbroath Common Good Fund bid include:

- Transition to and fit out of new fit for purpose premises at 33 Market Place, Arbroath to consolidate all our services and allow training to take place.
- Funding of a project development and training manager post necessary to enable initial roll out of the project, set up of SQA accreditation, documentation and processes for SQA awards and training and assessment of volunteers and the community.
- Set up of range of SQA awards including Cycling and Cycle Maintenance, Employability, Personal Achievement/Development, Steps to Work and Customer Service qualifications.
- Training for staff and volunteers by the Project Manager to enable delivery of SQA qualifications and verification and assessment processes after the funded period.
- Fit out and recycling of a fleet of 10 Bikes for community use from bikes dumped at Angus Council Recycling Centres.
- Promotion of the new services through various channels including Facebook, Web, Angus Council and Education departments.
- Creation of learning opportunities for 25-50 people in the first year who have not been engaging with main stream education and people referred to us through the Criminal Justice Service and continued work with support workers and school support bases.
- Provision of a service that can raise attainment in line with Scottish Government targets by supporting people with social skills, opportunities for further qualifications, work experience, health and well-being opportunities, 1:1 support and providing a stepping stone to wider employment opportunities.



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### 3. The Case for Funding

**Presently this project would not go ahead without funding.**

Angus Cycle Hub does not currently have staff capacity to drive this forward due to the other funded projects that we run, therefore staffing costs are imperative for the projects rollout.

We have been unable to secure further funding for this project up until now as majority of funding available to us currently is capital only.

We have previously approached a range of funders to kick start this project including The Social Economy Investment Fund, Robertson Trust and Big Lottery Peoples Project but have been unsuccessful on all occasions.

In addition, by greenlighting this project it will help consolidate all our services under one roof going forward and allow future expansion.

Discussions with the local co-ordinator for the SQA, and in addition, Murton Trust, Forfar who run an SQA programme outlined that dedicated staff would be required to put in place the processes and documentation required to become an SQA centre. This is expected to be labour intensive in the initial start-up phase.

We must provide an internal SQA assessor and separate SQA verifier to enable us to provide this service and issue qualifications in accordance with SQA procedures. This would require training staff members to provide this role or employing someone with the necessary qualifications. If we do not provide this in-house we would need to pay for an external agency to verify the work at an increased cost.

If the project is not funded, we would have no choice but to continue at our current premises at Gravesend until such a time that we could complete an asset transfer for 33 Market Place. Further talks with Angus Council communities team indicate that the process could take up to 11 months under the new communities' empowerment act. This is partly due to no-one currently being in position within Angus Council (staff position expected to be filled late January 2018). If the process is shorter there would be immediate cost savings over the amount we would pay for the lease and we would withdraw less funding from the Common Good Fund.

Our current premises are not fit for purpose and do not have the necessary space required to operate training of this sort or a bike library scheme.

We do not have necessary funds to pay for the crossover of leases and pay for 2 premises. Angus Cycle Hub have recently had to extend the current lease at Gravesend, Arbroath due to the time it has taken for Angus Council to agree on the Market Gate lease and further delays in seeking funding.



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We would envisage that we would claim costs from Common Good Fund through Angus Council external funding in arrears and on a quarterly basis meaning there would not be a single large draw on the Common Good pot if this was a concern.

#### 4. Sustainability

We envisage using a number of measures to help sustain the project after the initial 1-year funding from Arbroath Common Good.

We have spoken with Montrose and Forfar Academy and several other local schools and we understand that *Pupil Equity Funding* can be used on a case by case basis to pay for associated SQA costs for young people in the future once the project is fully set up and we are delivering awards. This will enable ongoing SQA costs to be recouped and help continued delivery of awards.

The Criminal Justice Service and Glenisla Project have also indicated that they would be able to pay for costs incurred for training and SQA costs provided by Angus Cycle Hub to their clients once we were able to deliver the awards.

We have identified volunteers interested in helping deliver the project going forward and we envisage that these people will be trained during the initial first year period by the dedicated Project Manager to help administer the SQA awards going forward once the funded post ends.

Not detracting our existing staff away from other revenue generating projects will also enable business growth which will contribute to project sustainability and pay for any additional staffing costs required going forward.

Moving to larger council owned premises will help consolidate all our services under one roof and we will begin the process of a Community Asset Lease under The Communities Empowerment Act. This will offer significant cost savings for rent going forward which can be used to help sustain the project. Talks with Angus Council Communities Team suggest we could get up to 90% discount for the lease ensuring that possible maximum rent per year could be as low as £1,800, creating savings of £13,200 per year from 2019 onwards.

Profits from existing revenue generating operations, which would be moved to the new building, including Recycled Bike Sales, Retail and Servicing will be used to top up any additional costs once those project elements have become self-sustainable.



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