

TERMS OF REFERENCE FOR COISHLETTER HOUSING MATERPLAN CONSULTATION
EXERCISE – COLLABORATION BETWEEN ECC, HIGHLAND COUNCIL AND COMMUNITY
HOUSING TRUST '24 / '25

Edinbane is a vibrant crofting community in the North of Skye, lying between Dunvegan and Portree. Portree being the main service town some 20 minutes away by road. As with many rural island communities the village is under pressure due to an aging population with young folks unable to secure affordable housing to return or remain in the village. Local businesses, mainly hospitality struggle to attract and maintain staff due to the lack of housing opportunity locally. Lack of Housing impacts on both business growth and the potential for new business startups. In 2015 a Housing needs assessment was carried out by ECC which indicated the level of need at that time in the Edinbane Communities. ECC recognises that this survey needs to be repeated + proposals are in hand for this to take place. Since 2015 the virtual collapse of the long term rental market on Skye due to the growth in short term let market has impacted on both affordable rent and also the mid market rental market.

This site was secured by the Highland Council in 2023 with a view to it delivering a mixed development which will reflect the needs of the community. The plan below shows the title purchased by the Council. The following plan shows the planning application area noted later in this brief which was submitted by the then landowners and may not reflect desired community outcomes.

Title area outlined in red:



Area with planning consent but awaiting clarification of Sec 75 conditions:



The Council has a moderate need for mainstream rented properties

The site obtained planning approval for an initial 12 dwellings in 2023. The basis of the proposal has been agreed by Highland Council Planning, although consent not been formally issued due to legal matters to be resolved through the section 75 process. The drawings can be found at 20/02804/FUL on the Highland Council planning portal. These drawings **should not** be considered as a guide but proof of concept only.

This commission is to;

Deliver a masterplan for the whole site considering the aspirations of the various stakeholders – Ideally the masterplan should take account of the red line boundary of the existing planning consent area as a phase 1 area for development within the overall site. It is accepted that a material variation to planning is likely to be required if the needs identified through the consultation process require an alteration to the mix or use of this area of the site. Given that this area has a planning status it would speed up the process to take account of this as part of the overall master planning process

Key stakeholders:

The Community, led by the Edinbane Community Company

The Highland Council

Communities Housing Trust

The Commission:

- 1 public consultation event, effectively promoted to ensure maximum possible local awareness is required to identify the preferred key deliverables on the site with follow up liaison as appropriate to; Exchange information; Clarify requirements; identify legal issues. A single person contact / 3 person group will represent the stakeholders including ECC, THC and CHT.

Thinking, design and presentation to be in 3D and suitable for non technical as well as technically qualified viewers.

Consideration should be given to the use of sketch plans to test participant response.

- Preparation of a masterplan including site analysis and recommendations, taking account of the outputs of the consultation together with the following matters
 - Take into account the findings of the proposed revised needs assessment survey.
 - Consideration of most appropriate land use in the various areas, considering the location, any historical and placemaking aspects.
 - Consideration of site topography and design to avoid unnecessary engineering challenges on the site.
 - Taking account of neighbours
 - Consideration of site conditions, drainage and roads provision to maximise possibilities that the site presents in aesthetic landscape, carbon reducing and ecological terms.
 - Taking a 'minimum disruption design' attitude to reducing construction impact on the landscape and community. Tuning of micro climate by design should seek to reduce exposure to wind and maximise opportunities for solar gain.
 - Review of information regarding previous development proposals for the site and planning applications. (ECC has a portfolio of documents)
 - Liaison with THC Planning and Environment to ascertain the nature of officer's concerns and advice regarding previous development proposals on the site and the implications for future development.
 - Liaison with other Council departments and statutory agencies as necessary to understand development constraints on the site.

- Using firm foundations (The Councils Design Brief) standards as the basis of any mainstream affordable Housing that is required as an output of the consultation process
- Ensure that options are likely to gain technical consent.

The overall goal is to produce a phase able plan / design where houses and open spaces relate well to each other with sufficient privacy. In order that the development looks part of the village and well integrated into the landscape. Road and house siting should provide minimal barriers to access in order that access is easy for non motorised individuals and ‘play’ can take place as safely as possible. Design and layout should consider a wide range of building and tenure types including options for self build.

- Presentation of draft masterplan for consideration by the stakeholder Group and wider community.
- Adjustments to reflect any feedback and issue of final masterplan

Timeline....

Fee Proposal:

The fee proposal should reflect the above activities and split between the following

Site Investigation (SI)

Engineering review of SI and assessment of appropriate layout taking account of site conditions

Consultation process and Preparation and delivery of masterplan

The fee proposal will be assessed on a 60:40 quality: price basis

Elements:

Criteria	Maximum score
Demonstration of leading similar community consultation processes	10
Demonstration of experience of creating rural masterplans	30

Demonstrate an understanding of the key risks associated to the development of this site	20
Fee	40

The written response should be no more than 2 sides of A4 arial font 10. CVs. Any photos/ drawings used as evidence can be in addition. The detail of any subcontractor/consultant should be given in CV format

Please note that this is a commission for the creation of a masterplan and does not infer any future commission which will be required to deliver development.