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to face the challenges of
peak oil and climate change

Review and proposals for the future of Black Isle Community Gardens

Transition Black Isle invites tenders from suitably experienced individuals to carry out a short review and report on key aspects of progressing its Community Gardens Project.

Key information

- tender period 15 – 21 October 2010
- decision on tenders – 22 October 2010
- meeting to discuss review and possible recommendations early in week beginning 1 November
- draft final report to be completed and submitted by email by 17.00h on Friday 5 November 2010.
- minimum 5 days work anticipated
- budget in the region of £1,000 including any VAT

Background

Transition Black Isle's (TBI) "Community Gardens Project" has received Climate Change Funding to:-

- establish and develop two community gardens for 10 – 12 core local participants each, capable of providing them with at least 50% of their vegetable and fruit consumption all year round (using low input / organic methods to reduce carbon emissions)
- research potential locations for at least two further community gardens in the Black Isle and to acquire tenure for them to commence in 2011
- carry out various skills development and other demonstration work, as outlined in detail within the project objectives.

The project started in April 2010, and the completion deadline is 31 March 2011. All work should be completed and paid for by February 2011 ready for the final report. There is therefore a tight timescale to complete the required work, to make the best use of the resources available, and to create a legacy in terms of community gardens that will have a lifetime of at least 5 years.

Two gardens have already been established at Netherton (Culbokie) and Loch na Mhoid (near Muir of Ord), and work has already been done to identify potential sites at Rosemarkie, Muir of Ord and North Kessock. Additional work is necessary to



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identify further potential garden sites for which sufficient community support can be demonstrated.

Proposed Review and Report

Transition Black Isle now wishes to commission a short study to provide criteria by which it can decide which further gardens should be progressed within the project period, the extent to which these should be formally established before March 2011, and the mechanisms by which all these gardens can best function independently of the TBI project.

A report is therefore required to provide the basic information and criteria by which the Transition Black Isle Group can:-

1. evaluate the relative strengths and weaknesses of the two established gardens and the three currently identified potential gardens as regards :-
 - location and distance from the nearest community/participants
 - size / production capability / ground constraints / current facilities / infrastructure requirements
 - likely costs of establishment and ongoing management (based on known costs of set up and running the two established gardens at Netherton and Loch na Mhoid in 2010.)
 - options for co-operation between the garden sites to optimise crop rotation, share facilities and minimise travel and costs of production
 - the contribution that community gardening at that site will make to TBI objectives relating to peak oil and climate change, particularly maximising carbon savings (see details within TBI Climate Challenge Fund project proposal)
2. outline the existing and possible levels of local community / local participant support and interest within the 2 existing and 3 option sites
3. identify which further local communities are known to be interested in creating a community garden, and the known availability of suitable garden locations.
4. evaluate information from existing projects elsewhere, to identify:-
 - possible models for setting up local groups to take these projects forward and to take on responsibility for raising and managing funding independently of the current TBI/Community Gardens set up
 - preferred options for the administration of community gardens, including the relationship between the garden/gardeners, the land owners, and TBI.



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5. identify any known costs, including rent, for acquiring tenure / use of the 2 existing sites for up to five years (excluding any legal fees).

The review work will involve the successful contractor in brief consultation with TBI members (particularly the TBI Food Group), other currently active community gardeners, and potential gardeners, within the time available for completion of the report by November 5 2010. The Food Group includes members with detailed knowledge of the existing and proposed gardens as well as people with wider experience of allotment and community garden management and administration.

In the light of the findings and options identified, the report will include recommendations about:-

1. In the light of the review of issues 1-5 above, general criteria that can be used in the future to assess the potential of proposed Community Gardens on the Black Isle
2. The future administration of the two existing gardens
3. Which, if any, of the three currently proposed new gardens would be most viable to take forward by March 2011 to the stage of securing tenure / use of the land for 2011 and beyond, given estimated cost and level of support
4. Whether any other community garden development should be considered

The draft report on findings and options will be discussed with the project steering group early in the week of 1 November. In the light of the group's views the contractor will then draft recommendations (as listed above) and include them in the draft final report that should be delivered on 5 November.

Format for Tenders

Tenders should:

- describe the tenderer's relevant experience and qualifications
- outline the methodology by which the work outlined above will be achieved by the deadline of 05 November
- indicate the time to be allocated to each main element of the work and the staff member(s) involved
- set out fees and any expenses, including provision for attending one brief meeting with TBI steering group members within the Black Isle if required to discuss the findings of the report
- describe how the work will be done in ways that are consistent with TBI's objectives (see <http://www.transitionblackisle.org>)
- be returned by email to the TBI Treasurer, Penny Edwards (penny@pennyandmartin.co.uk) by 1700h on **21 October 2010**.

Convenor: Wendy Price, Vice Convenor: Vanessa Halhead, Treasurer: Penny Edwards
c/o Glachbeg, Allanglach Wood, North Kessock, Inverness, IV1 3XD
www.transitionblackisle.org

Transition Black Isle is an unincorporated not for profit association



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Award of Contract / Completion

The tenders will be reviewed by selected TBI steering group members and the contract awarded on 22 October 2010. TBI reserves the right to award the contract to the tender that, in their assessment, offers best quality and value for money overall, and not necessarily to the lowest tender.

The TBI representative will agree the final work description and criteria with the successful tenderer before work starts.

Payment will be made within 10 days of successful completion of the contract, including submission of a final report and invoice.

Transition Black Isle
15 October 2010