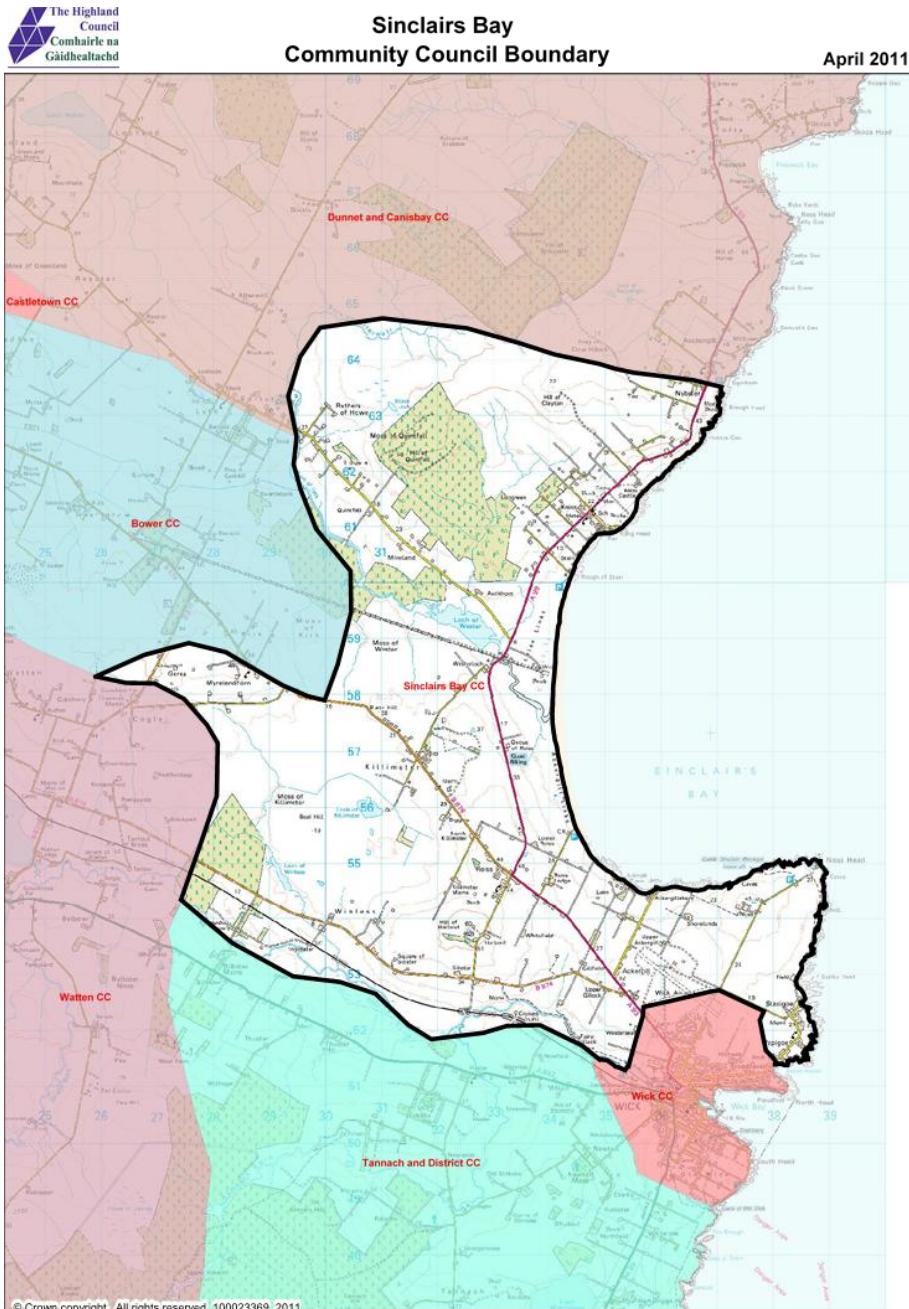


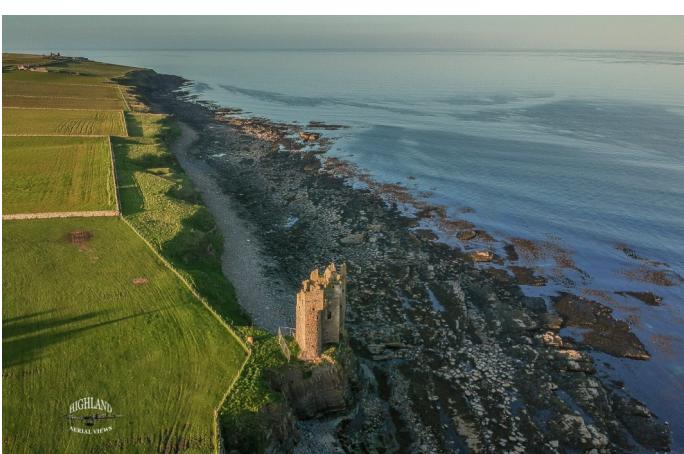
Sinclair's Bay - Thinking Ahead

Sinclair Bay's Community Action Plan (SBCAP)



Here we are!

Sinclair's Bay covers 83.5km² of Caithness. It has a population of 1445 – that is 17.3 people per square kilometre with Keiss having about 700 residents Ackergill, Reiss and Staxigoe being smaller settlements.



Pictures by Highland Ariel Views

What the residents said...

1 What is the SBCAP for?

A Community Action Plan is a collective enterprise. It should explain and justify the community needs and aspirations and, importantly, how they can be achieved.

As an expression of the community's collective thinking it should

serve as a catalyst for action, not just by the community and the Community Council – but also by other public agencies like the Highland Council and,

ideally, by property owners, businesses and private interests committed to the well-being of the community.

"I would seriously advise you to have a community plan to link with the HC local plan" Cllr Margaret Davidson Leader Highland Council November 2017

2 How we got here

In the not too distant past local communities in Caithness had to be more self-reliant. Then, government and local government began to formalise and centralise some previously community based responsibilities. "The Council or some other public body will do it" became the refrain. We are now discovering that this approach to service delivery is often unsustainable.

People report local services, like village shops, that past generations had enjoyed, are vanishing. Local amenities like paths and signs are falling into disrepair and NC 500 traffic on the A99 is thundering through too fast and leaving little local benefit. Additionally, over the next 20 years there are worries that population projections show that by 2037, there could be 15% fewer people in Caithness, a 47% drop those aged 16-29 and a 100% increase in those aged over 75 (see the full Community Profile in Appendix 1 for more details).

These trends could have huge implications for Sinclair's Bay. Changes in attitude and behaviour are needed.

The Community Council believe that there is an urgent need to work together again so the area is not to be 'left behind'. The community must play a greater role its own future through new thinking and setting down its priorities in a forward-looking Community Action Plan.

The Community Council is taking a lead by commissioning this Action Plan and encouraged people and key stakeholders to have their say over a three-month period from September to November 2017 through meetings, drop in sessions and interviews. Thanks to everyone who took part. We hope your involvement will continue – this is your plan.

Shop is missed, folk going to Lidl and Tesco more

WW11 remains are unusual, and the brochs could be made more of. Look at what Orkney have managed to do

Traffic unbelievable since NC500. Have a path to the beach road though

Bus service diabolical, can't get to work in Wick on time, first bus at 9.38. Stagecoach don't listen

It is expected for both parents to be working these days therefore, affordable child care is essential and wrap around care around school/nursery would be ideal

We are an aging population so would consider this as a long-term action working with other third sector organisations

What did people say about Sinclair's Bay?

On the plus side, most people agreed it is a great place to live because of features like the friendly community spirit, strong family roots, safe for bringing up children, unique heritage, local clubs and clean sandy beaches.

Yet people have some real worries. Disappointment was expressed about issues at a local level - like the only shop in Keiss closing, a lack of grass cutting and general repairs, speeding traffic and all ability access to the beach. People also highlighted the wider decline in health services and poor public transport links and its cost within and to Caithness that affect people's ability to get to work and to enjoy leisure and sport facilities. Limited child care was another factor restricting work options and older folk wanted to stay longer in their own homes.

Unemployment is low and the retail park in Wick plus construction projects requiring more jobs like security cover have provided welcome work for some. But real concerns were expressed over whether people in the area had the skills to attract new types of industry and if there would be a similar level and range of jobs and salaries as Dounreay provided.

The Community Council wanted to know what people thought of tourism in the area. In 2017, the Highlands saw 25% more visitors with businesses expecting a further 30-40% uplift in 2018. Drivers of growth like the NC500 and investment at John o Groats, Brexit and a lower value pound, more flights to the north from London, cruise liners and perceptions of the Highlands as a safe destination all should benefit Sinclair's Bay. But are these opportunities delivering for the area?

People were asked what would attract (and put off) more visitors to Sinclair's Bay. People highlighted the natural environment, wildlife, landscape, local heritage, walks and friendly local folk as positive features. Less attractive parts of the visitor offer they thought were traffic speeding on the A99, poor information, signage and presentation of local assets and limited places for visitors to eat and stay in the Sinclair's Bay area.

Main themes and priorities

Community councillors identified nine themes for projects based on their local knowledge of aspirations and needs. People were then invited to give to rank them with a high (3), medium (2) or low (1) priority.

- Village Amenity
- Social Amenity
- Heritage features
- Tourism opportunities
- Safe walk/cycle paths
- Local Transport
- Elderly/Infirm Care
- Child Care
- Supporting young people

What visitors said...

Ian Maclean on the JoG Trail Facebook March 2017

We walked from Keiss to John o Groats over 22km. there was more history to see than there were hours in the day to see it all. Surely one of the most interesting stretches of coastline to walk even if it is much in need of establishment in places. A must for any visitor to Caithness.

NeilSk on Trip Advisor September 2017 - Sinclair Girnigoe

This fantastic ruined castle was one of the highlights of our three-week highland tour. It's a short scenic walk from the car park and the sign boards offer some very helpful explanations, after that exploring this awesome castle and its surroundings was a real joy - and completely free.

Jhfermington on Trip Advisor July 2017 – Sinclair's Bay

Great place to walk, swim, fish or just enjoy the view. Rarely busy and a great place to walk. You can exercise dogs, jog, play cricket, hockey, body board or do all sorts of activities here

Safe paths and supporting young people were ranked as the uppermost priority followed by tourism and elderly care. Village amenity, social amenity, heritage and child care were next with transport a marginally lower priority. Education was mentioned under ‘other’. Whilst not statistically significant, this ‘snapshot of views’ bears out what people are saying about their area’s needs. **Appendix 2 has the full Action Plan for the projects arising from these main themes.**

5 **Next steps for Sinclair’s Bay – “actions speak louder than words”**

The Community Council has a limited ability to delivery projects and nobody should expect that all their concerns and ideas can be sorted soon. This plan provides a guide to what might be investigated in the short, medium and long term and what might reasonably be achieved, although it may need to be update quite soon as circumstances can change quickly.

But, actions speak louder than words and quick wins encourage people when bigger projects are taking longer to deliver, not pleasing everyone and encountering some setbacks.

Community companies, often confusingly called Trusts, are springing up across Scotland as rural communities like Sinclair’s Bay take more control of their own future. Trusts are legal structures that can own assets, employ people and protect volunteer directors from liability should things go wrong. Most get charity status to help with funding. This means they must work according to the charitable purposes in the Charity Act, but are then able to seek a much wider funding base and any income is normally not taxed and can be reinvested.

Government is very supportive of this approach and there has never been a time when more funding and advice has been available for communities wishing to take on assets like buildings and land and/or deliver local services. Consultation shows support for a Sinclair’s Bay Community Company to take forward projects. This would probably require up to 10 voluntary directors, agreeing a constitution (there are many models available) and seeking registration with Companies House. To do this, and register as a charity, takes most communities around 6 months. Directors are elected (or co-opted) from a membership open to all Sinclair’s Bay residents. Of course, priorities may be tackled in other ways, for example through project groups although many funders need a legal body to take ownership and maintenance responsibilities.

Communities often rely on a small band of dedicated volunteers who are frequently involved in multiple activities – this may not be sustainable. So, if the community is to make meaningful progress on addressing local concerns people must come forward to be directors or work in project groups. In new and challenging ventures people with skills and knowledge are helpful but in fact, enthusiasm, common sense and persistence are really the best qualifications. Your community needs you!

The next steps for the community are proposed as follows.

Recommendation 1 - *The community actively consider setting up a new community company with the following suggested vision statement and core values.*

Sinclair's Bay is the best place to live in Caithness - a confident rural area focussing on opportunities and services which give the highest quality of life for its residents and an excellent experience to visitors.

Core values

- 1 Using existing facilities and features to their full potential before developing new facilities
- 2 New facilities and features to have the widest community benefit possible
- 3 Ensuring local culture and community strengths are foremost in everything that is done
- 4 Utilise local services, skills and talents first
- 5 Be environmentally, socially and economically responsible

Recommendation 2 – *The community makes more of relationships with partners and bodies that provide funding, advice, services and regulation (like Highland Council) and confidently presents a realistic plan supported by a new community company. (Appendices 2 and 3)*

Encouragingly, there is a window of financial opportunity for Sinclair's Bay to exploit with community funds arising from wind farms, Dounreay decommissioning and Scottish Government support for community empowerment and climate change resilience. Funding that is more likely to be given to places with a sensible and integrated plan that supports innovative and forward-thinking communities. Plans that promote existing employment, encourage new employment and promote the area as an attractive location in which to live and work.

The community must be clear what Sinclair's Bay needs and expects outside agencies to do for them and what help is available from the public, private and voluntary sectors. This requires people to think carefully about who to approach, when and how well-crafted and evidenced proposals and funding applications should be presented if they are to be successful.

Recommendation 3 - *The community develops*

- (a) *a funding data base to understand what resources might be available (Appendix 3);*
- (b) *a data base of contacts (community members and partners – see below) to better coordinate communication effort to ensure people are better informed and projects don't stay in 'silos';*
- (c) *a map based project plan and information source capable of integration with the Highland Council's local plan, Community Planning Partnership and Locality Plans;*
- (d) *some individual costed project plans.*

Developing this Action Plan has shown the importance of communication and good information. Social media like Facebook can be very effective but is no substitute for opinion honed by debate with others and thoughtful reflection. Equally many people are not aware of what policies and decisions on land and building management in the area affect their lives and how a greater understanding and involvement in decisions could benefit local people more.

The Community Company will coordinate and collaborate with Partners including

CBP- Caithness Broch Project
CBUF - Caithness Bus Users forum
CCC- Caithness Chamber of Commerce
CCPP- Caithness Community Planning Partnership
CNSRP - Caithness and North Sutherland Regeneration Partnership
CVG - Caithness Voluntary Group
DTAS – Development Trusts Association Scotland
HC – Highland Council (Members, Planners, Roads, Access, Rangers, etc)
HIE – Highlands and Islands Enterprise
Local businesses
Local clubs, societies and associations

- Keiss Amenities Association, Reiss & Killimster Hall, Staxigoe Village Hall

Local land owners
Lyth Arts Centre
NC500
SBCC – Sinclair's Bay Community Council
UHI – University of the Highlands and Islands
The Wick Society

Appendix 1 Sinclair's Bay Socio-economic profile

The Sinclair's Bay area is located to the north of Wick, a settlement of around 7,000 people in the far north of Scotland.

In this profile, we have looked at two areas, the Sinclair's Bay (1) area and the Sinclair's Bay (2) area. The Sinclair's Bay (1) area comprises of three datazones¹, and includes the settlements of Staxigoe and Papigoe (which are more closely associated with the settlement of Wick). This area is shown in Map 1, below. The Sinclair's Bay (2) area, excludes the datazone closest to Wick², and is shown in Map 2 below.

Map 1. Sinclair's Bay (1) area



Map 2. Sinclair's Bay (2) area



¹ S01010788, S01010789, S01010786

² S01010786

1 Population Change

Table 1 shows the population of Sinclair's Bay (areas 1 and 2), Highland and Scotland in 2001, 2011 and 2016.

Table 1. Total Population, Sinclair's Bay (1 and 2), Highland and Scotland, 2001, 2011 and 2016

	2001 Population	2011 Population	% Change 2001-2011	2016 population	% Change 2011-2016
Sinclair's Bay (1)	1,815	2,039	12.3	1,994	-2.2
Sinclair's Bay (2)	1,270	1,351	6.4	1,294	-4.2
Highland	208,914	232,132	11.1	234,770	1.1
Scotland	5,062,011	5,295,403	4.6	5,404,700	2.1

Source: 2001 and 2011 Censuses of Population, Mid-2016 Population Estimates

The populations of Sinclair's Bay increased between 2001 and 2011, greater than the population growth in Scotland as a whole (4.6%) over the period.

The 2011 to 2016 period shows population decline in Sinclair's Bay, contrasting with growth in Highland (1.1%) and Scotland overall (2.1%).

In the Sinclair's Bay (1) area, 49.7% of the population were male in 2016, higher than the proportion of males in Scotland (48.6%). In the Sinclair's Bay (2) area, 50.1% of the population was male.

2 Age and Gender Structure

Table 2 shows the age structures of Sinclair's Bay (1 and 2), Highland and Scotland in 2016.

Table 2. Age Structure of Sinclair's Bay (1 and 2), Highland and Scotland, 2016

	Sinclair's Bay (1)		Sinclair's Bay (2)		Highland	Scotland
	Number	%	%	%	%	%
0-15	354	17.8	17.9	17.0	17.0	16.9
16-29	285	14.3	13.9	14.6	14.6	18.2
30-49	490	24.6	24.3	24.6	24.6	26.1
50-64	425	21.3	21.6	22.4	22.4	20.3
65-74	253	12.7	14.6	12.2	12.2	10.3
75+	187	9.4	7.7	9.2	9.2	8.2
All Ages	1,994					

Source: 2011 Census of Population, Mid-2016 Population Estimates

Sinclair's Bay (1 and 2) had greater proportions of their populations aged 50 and over (43.4% and 44.0% respectively) than Scotland (38.8%).

The proportions of the population of working age (16-64) were 60.2% in Sinclair's Bay (1) and 59.8% in Sinclair's Bay (2) – lower than the proportions in Highland (61.6%) and Scotland (64.6%).

3 Population Projections

Population projections are regularly released for local authority areas and Scotland, and a one-off project was undertaken to look at areas below local authority level in 2016. Although significantly larger than the Sinclair's Bay area, figures were published for Caithness, which is likely to give an indication of the projected trend in the Sinclair's Bay. Population projections are derived from past trends and do not account for changes in policy and should be treated with caution, especially for smaller areas.

Table 3. Projected Population Change, 2012-2037

	Population Change, 2012-2037 (%)
Caithness	-15.2
Highland	4.5
Scotland	8.8

Source: NRS 2012 based population projections

In contrast with the trend for population growth in Highland and Scotland, the population of Caithness is projected to decrease by over 15% in the 25 years between 2012 and 2037. Population growth in Highland is projected to be fuelled by growth in the Inverness area, with the population increasing from 79,072 in 2012 to 99,811 (+26.3%) in 2037.

Population projections by age group are shown below.

Table 4. Projected Population Change by Age Group, 2012-2037

	Caithness			Highland	Scotland
	2012 Population	2037 Population	% change 2012-2037	% change 2012-2037	% change 2012-2037
0-15	4,434	2,721	-38.6	-7.2	5.5
16-29	4,015	2,128	-47.0	-12.7	-3.8
30-49	6,676	4,540	-32.0	-10.1	-1.8
50-64	5,774	4,430	-23.3	-11.3	-6.5
65-74	3,067	3,799	23.9	32.9	36.9
75+	2,333	4,672	100.2	109.4	86.1
All Ages	26,299	22,289	-15.2	4.5	8.8

Source: NRS 2012 based population projections

The number of people aged 64 and under in Caithness is projected to decrease by 33.9% over the 25 year period, and the number of people aged 65 and over is projected to increase by 56.9%, with the majority of the increase occurring in those aged 75 and over.

This is similar to the projected trends in Highland (where the number of those aged 64 and under is projected to decrease by 10.3% and the number of those aged 64 and over is projected to increase by 66.4%) and Scotland (where the number of those aged 64 and under is projected to decrease by 1.8% and the number of those aged 64 and over is projected to increase by 59.1%).

4 Occupied Households

The 2011 Census recorded a high prevalence of holiday homes and second homes in Sinclair's Bay (1 and 2) as shown in Table 5 below.

Table 5. Household Spaces, Sinclair's Bay (1 and 2), Highland and Scotland, 2011

	Sinclair's Bay (1)		Sinclair's Bay (2)		Highland	Scotland
	Number	%	%	%	%	%
All household spaces	867					
Occupied household spaces	821	94.7	94.5	91.6	95.9	
Unoccupied household spaces	46	5.3	5.8	8.4	4.1	
<i>of which Second Residence/ Holiday Accommodation</i>	24	2.8	3.8	5.7	1.5	
Vacant	22	2.5	1.7	2.7	2.6	

Source: 2011 Census of Population

In Sinclair's Bay (1 and 2), a higher proportion of household spaces were unoccupied than in Scotland, although this was lower than in Highland overall.

5 Employment by Residence

Table 6 shows employment by sector for Sinclair's Bay (1 and 2), Highland and Scotland in 2011. The figures relate to the jobs held by Sinclair's Bay residents, which are not all located within the area, and relate to people's main employment.

Table 6. Employment by Sector, Sinclair's Bay (1 and 2), Highland and Scotland, 2011, by Residence

	Sinclair's Bay (1)		Sinclair's Bay (2)		Highland	Scotland
	Number	%	%	%	%	%
All people aged 16 to 74 in employment	1,044					
Agriculture, forestry and fishing	93	8.9	12.3	3.7	1.7	
Mining and quarrying	35	3.4	3.0	1.2	1.4	
Manufacturing	50	4.8	5.2	6.3	8.0	
Electricity, gas, steam and air conditioning supply	10	1.0	0.6	0.8	0.8	
Water supply, sewerage, waste management and remediation activities	44	4.2	3.7	1.3	0.8	
Construction	95	9.1	9.0	9.8	8.0	
Wholesale and retail trade, repair of motor vehicles and motorcycles	152	14.6	14.8	14.9	15.0	
Transport and storage	58	5.6	5.6	5.0	5.0	
Accommodation and food service activities	47	4.5	4.3	9.1	6.3	
Information and communication	13	1.2	1.4	2.4	2.7	
Financial and insurance activities	10	1.0	1.1	1.3	4.5	
Real estate activities	5	0.5	0.4	1.3	1.2	
Professional, scientific and technical activities	63	6.0	6.6	4.5	5.2	
Administrative and support service activities	26	2.5	1.9	4.0	4.3	
Public administration and defence compulsory social security	77	7.4	6.5	6.6	7.0	
Education	83	8.0	6.9	7.6	8.4	
Human health and social work activities	155	14.8	13.8	15.2	15.0	
Other	28	2.7	2.9	4.9	4.9	

Source: 2011 Census of Population

Sinclair's Bay (1 and 2) had significantly greater proportions of their populations employed in agriculture, forestry & fishing; mining and quarrying; construction; and professional, scientific and technical activities than Scotland in 2011.

The area had proportionally lower employment in manufacturing; accommodation and food service activities; information and communication; financial and insurance activies; and real estate actitivities when compared to Highland and Scotland in 2011.

6 Employment by Workplace

Table 7 shows more recent employment by sector in the area by workplace for the Sinclair's Bay areas (1 and 2), Highland and Scotland. Figures are rounded to the nearest 5, and sectors with less than 5 jobs are shown as 0.

Table 7. Employment by Sector, Sinclair's Bay (1 and 2), Highland and Scotland, 2015, by workplace

	Sinclair's Bay (1)		Sinclair's Bay (2)		Highland	Scotland
	Number	%	%	%	%	%
Agriculture, forestry & fishing*	0	0.0	0.0	1.4	1.5	
Mining, quarrying & utilities	0	0.0	0.0	2.7	2.7	
Manufacturing	125	15.6	17.9	5.4	7.1	
Construction	25	3.1	2.9	6.3	5.4	
Motor trades	10	1.3	1.4	2.3	1.9	
Wholesale	75	9.4	10.7	2.7	3.1	
Retail	250	31.3	35.7	9.9	9.4	
Transport & storage (inc postal)	45	5.6	6.4	4.5	4.2	
Accommodation & food services	60	7.5	8.6	10.8	7.3	
Information & communication	10	1.3	0.0	2.0	2.9	
Financial & insurance	0	0.0	0.0	0.8	3.5	
Property	0	0.0	0.0	1.4	1.4	
Professional, scientific & technical	65	8.1	8.6	5.4	6.8	
Business administration & support services	30	3.8	4.3	4.5	7.4	
Public administration & defence	0	0.0	0.0	5.4	6.2	
Education	10	1.3	1.4	7.2	7.6	
Health	100	12.5	7.1	19.8	16.4	
Arts, entertainment, recreation & other services	10	1.3	1.4	6.3	5.2	
Total Employees	800					

Source: Business Register and Employment Survey

Note: * These figures exclude farm agriculture (SIC subclass 01000).

Figures are rounded and totals may not add up to 100%

These tables appear inconsistent which may be due the postion of the retail park and airport right on the edge of the two areas.

7 Unemployment

Chart 1 shows the unemployment rate (claimant count) in the Sinclair's Bay area, Highland and Scotland from September 2014 to September 2017.

Chart 1. Unemployment Rate, Sinclair's Bay (1 and 2), Highland and Scotland, September 2014 – September 2017



Source: Job Seekers Allowance Claimant Count

Note: Rate is a proportion of the 2015 working age (16-64) population estimate

In September 2017, the unemployment rates in the Sinclair's Bay areas (1 and 2) were 0.5 and 0.6% respectively, similar to the rate in Highland (0.5%) and considerably below the rate in Scotland (1.2%). Over the year to September 2017, the average unemployment rates in the Sinclair's Bay area (1 and 2) were 0.7 and 0.9% respectively, again similar to the rate in Highland (0.7%) and considerably below the rate in Scotland (1.4%).

The unemployment rates in Highland and the Sinclair's Bay area have been consistently below the rate of Scotland between September 2014 and September 2017, and the rates in the Sinclair's Bay areas have decreased significantly over the period.

Appendix 2 Community Action Plan themes and priorities

Item	Description	Partners	Short term	Medium term	Long term
1 Village amenity					
1a Village shop	To explore options for reopening Keiss shop as a community run venture with Post office, Visitor Information and other services.	SBCC CVG CCPP	Approach Scottish Land Fund for financial support to commission a feasibility study	Community Trust to buy and operate a shop in Keiss through trading company 3Ftes	Further facilities like a community run café and craft outlet with e vehicle charging point
1b Public space	To improve quality of public space in the villages.	CCPP HC	Examine quality of car parks and public toilets in SB area	Grass cutting, and small works done by self-employed 'SB Tidier'	
1c Allotments	To provide community growing space for vegetables and fruit	Local group	Identify space suitable for allotments and poly tunnels	Local produce for local consumption. More skills and learning	Surplus local produce sold in community shop
1d Local facilities	To make the best use of existing facilities	Lyth Arts Centre Subsea7 Ackergill Castle	Stage some "doors open events" at local facilities to show what is on offer and how they can better work with the local community	Joint events	
2 Social amenities					
2a Community Halls	To ensure four villages each have a 'fit for purpose' community hall – kitted out for local needs with mechanisms to lower running costs.	Local committees	Support Staxigoe in bid to raise funding to carry out upgrade. Address ways of reducing costs e.g. a heating survey and diversifying space e.g facilities for childcare or elderly day care	Upgrade plans to be submitted for planning consent in 2018	Good quality energy efficient multipurpose halls by 2022
2b Village play grounds	To ensure villages have suitable designated play space providing a safe and engaging environment for local children with appropriate long-term maintenance plans in place.	Local committees	Support Upper Keiss and Reiss plans to upgrade play space	Upper Keiss playground to be upgraded in 2018	Play space in all villages by 2022

2c Events and festivals	To identify the demand for community run events.	Lyth Arts Centre Local committees	Events team to consider seasonal programme and local sponsorship	Winter fire and light event – broch of creel Christmas Tree in village (e.g. Ullapool)	
3 Heritage					
3a Broch project	To build a full-scale replica Iron Age broch to tell the story of the area's history.	CBP	Make the case for the replica to be built in the SB area	Broch related tourism to increase in SB area	Broch attraction by 2022
3b Harbour	To further develop Keiss Harbour to enhance Keiss as a visitor destination.	Private landowner HC	Prepare plan with help from HC Harbour master	Repair works to secure harbour for the future	
3c Hidden Gems	To develop a 'hidden gem/off the beaten track' itinerary for visitors to help prolong stays in SB.	Local working group CCC	Set up a working group to scope out, stories, sites and events for inclusion	Prepare a leaflet, signage and site panels. Link to NC500 web site Use local school children to help	Sinclair's Bay 'Trail' by 2021 and employment for local guide
3d Marine heritage	To re- present the unique marine heritage of SB – fishing, life boats, shipwrecks etc	CNSRP CCC UHI	Research amazing history of the dangers in exploiting the local seas	Wrecks and Rescues display - Link to NC500 web site	Sinclair's Bay 'Trail' by 2021 and employment for local guide
3e Johnston Collection	The Johnston Collection represents the work of Caithness photographers who captured images of life in and around the SB area between 1863 and 1975.	Wick Heritage Society	Consider how images in the collection can be used for the benefit of SB	Photo post 'old and new' trail around SB - Link to NC500 web site	Sinclair's Bay 'Trail' by 2021 and employment for local guide
4 Tourism					
4a Beach facilities	To further encourage facilities at Reiss Beach to attract and meet expectations of beach users.	Golf Club Hemprigg Estate	Support investigation into the demand for more facilities including assessment of user numbers	If supported, install basic facilities by 2021	
4b Beach access	To identify possible access improvements to shoreline site.	HC	Examine horse riding access to beach. Contact British Horse Society Access officer		
4d Local produce	To make more of local produce – seafood in particular	Local entrepreneurs	Consider a pilot 'seafood' shack. Visit other places like Ullapool where similar schemes are in place	Pilot venture operating for summer 2018	Sea food available through local shop

4d Signature attractions	To explore the opportunity of developing a 'must see' signature attraction for Sinclair's Bay that will put the area 'on the map'.	HC HIE CNSRP	Work to identify attractions e.g. Mount Pleasant Nybster Water Tower reused and re-imagined as a view point and 'sign post' on NC500. Could also provide 5G wireless link	Link to NC500 web site	Signature project attracting @50k visitors – 3 ftes
5 Safety Paths					
5a Traffic calming	To explore more effective traffic calming on A99 as it passes through Keiss.	HC	Convene meeting with HC roads engineers, Head teacher and Safe Routes to School	Traffic calming measures to reduce speed limits to 20mph	Local people report safer conditions
5b Path network	To develop an interconnected network of safe paths with consistent signage, monitoring, maintenance and promotion.	HC Paths for All	Convene a site meeting with HC Access Officer and using the HC Core Path Plan prepare a map based path plan with priorities	Network of village, coastal and sheltered forest routes – some all ability and suitable for prams and small children	Well used network of signed routes for walking, running and dog exercising
5c Long Distance Route and Spinal path	To secure Stage 13 (12.5 miles) of the JOG Trail – Wick to Keiss with appropriate facilities.	Friends of JoG Trail HC Access Landowners Subsea 7 SNH	Examine options and constraints on a River of Wester pedestrian crossing. Suitable signage in place.	Develop stage 13 to a good standard as part of the local path network.	JoG is one of Scotland's Great Trails allowing people to walk the length of Scotland
6 Transport					
6a	To improve public transport links to enable people to get to work, enjoy their leisure and visit the SB area.	HC CBUF Stagecoach CNSRP	Joint meeting with agencies, user's forum, bus companies and users to improve dialogue and service provision	Improved options and choices for users	
7 Child care					
7a Child care options	To improve childcare facilities or supporting easier access to nearby provision	HC CNSRP	Working group to examine how other communities have developed wrap around child care and if this could be applied in the area	More sustainable child care choices. E.g. Adapted space in Village Hall	
8 Elderly care					

8a Elderly care services	To ensure the elderly and vulnerable have the best chance to remain for as long as possible in their own homes	GPs Care providers HC	To explore funding and support mechanisms and ensure people are claiming all that they are entitled. Consult with voluntary groups like WI and churches	More sustainable elderly care choices. E.g. Adapted space in Village Hall	
9 Supporting young people					
9a	To support young people living in the SB area to 'be all they can be' and overcome disadvantage where this creates a problem.	CVP	Consult with local young people about their needs via Youth Clubs in Keiss and Reiss and local schools	Set up small bursary scheme to provide financial support – see Manson Bequest	
Other projects: Community Company	To set up a new Sinclair's Bay community company with a clear vision statement, core values, constitution and an agreed integration of responsibilities with the Community Council and other established associations in the area.	DTAS CCCP Community Land Scotland HIE Other Trusts	Visit other established community trust – e.g. Kyle of Sutherland/Helmsdale/ Garbh Alt.(Portgower) Attend DTAS events/training Gather a funding data base (Appendix 3) and set a negotiating team to get the best settlement from community benefit funds A data base of contacts (community members and partners) to drive communication effort to ensure people are better informed and projects don't stay in 'silos'. A map based project plan and information source capable of integration with the Highland Council's local plan.	Target 250 members after 3 years. Develop some individual costed project plans. Drive SB input into future HC plans and strategies	

Appendix 3 Funding Sources

Source description	Available in SB area
SSE Beatrice Local Community Fund covering 5 community councils – including Sinclair's Bay,	£400,000 pa Two rounds pa for 5 years
Stroupster Community Fund https://www.foundationscotland.org.uk/programmes/stroupster/	£30,000 pa
Caithness LEADER	£500,000 for 2014 -2020
SSE Highland Sustainable Development Fund SSE will make funds available within any local authority where an SSE wind farm was constructed after 1 January 2012 and expect the fund could be worth over £50 million over the next 25 years.	£10,000 up to a maximum of the fund's total value per funding round
North Highland Regeneration Fund The Fund is managed by Caithness Chamber of Commerce (the Managing Agent)	provides loans of between £5,000 and £50,000.
Dounreay Community Fund http://www.dounreay.com/about-us/communities-fund	small-scale community projects with a total project cost of up to £5000.
Caithness and North Sutherland Fund	£1,000 to £30,000
European Maritime and Fisheries Fund Highland and Moray Fisheries Local Action Group	£5000 - £50,000
The Spirit of Caithness - grant making programme open on a rolling programme – On your Marks	£250 - £2000
The Spirit of Caithness - grant making programme open on a rolling programme – Sparks	Up to £500
Scottish Landfill Communities Fund Sinclair's Bay has a landfill site in the centre of the area making the area eligible to receive funding	
Manson Bequest (Keiss) Funding is available for students aged 16-18 to stay on at school or to attend university/college. Available to students from low income families where the student has shown promise in their chosen subject and they live in the parish of Keiss	
Foundation Scotland administers a range of smaller funds which support mainly registered charities and voluntary groups working in certain priority areas such as community development.	Baillie Gifford – max £2,000 Comic Relief Core Strength - Local Communities – £1,000 and £10,000 are available for core costs only Heineken Fund – between £250 and £2000 Coram Trust – up to £2,000 Wesleyan Foundation Small Grants – up to £2,000
Brown Forbes Memorial Trust – outdoor access Esmee Fairbairn Foundation – Environment, social change and investment Garfield Weston Foundation – Community, health and environment categories; regions of economic disadvantage. Other project specific mainly charitable funds and foundations	

Appendix 4 Statutory natural heritage designated sites located within SBCC area (not fully comprehensive)

Natural heritage

- The Caithness & Sutherland Peatlands & Stroubster Peatlands (RAMSAR, SSSI, SAC, SPA)
 - Moss of Killimster
- Caithness Lochs (Loch of Wester) (RAMSAR, SSSI, SAC, SPA)

Lower Wick River SSSI

Caithness Biodiversity Plan

- Habitats
 - Sand Dune system is an important part of protecting the coast and allows natural erosion processes
 - Clayton Hill peatland holds carbon and wildlife
 - Species rich grass land Staxigoe- Noss Head
- Species
 - Wintering divers, sea-ducks and waders
 - Wintering geese and swans
 - Breeding otters, cetaceans
 - Breeding shelduck and terns
 - Corncrakes breeding in the south parks of Keiss
 - Scottish primrose present in the dunes.

Built heritage

Scheduled Ancient Monuments (SAMs) and or Scheduled Monuments & Sites within SBCC area

- SM560 Kirk Tofts, Broch
- SM 13623 Keiss Broch
- SM623 Keiss Castle
- SM569 Nybster, Broch on Brough Head
- SM4593 Green Hill of Clayton, Settlement
- SM4636 Kirkstone, Settlement
- SM540 Castle Lingas
- Noss Head Light House – A listed

Archaeology with Canmore ID Site Name within SBCC area

- 298608 Mid Keiss, Home Guard 'secret Hideout' Observation Post (20th Century)
- 275647 Keiss Mains Farmstead
- 254240 Keiss Castle, Service Wing House
- 254238 Keiss Castle, Gate Lodge and Gate Piers Gate Lodge, Gate Pier(S)
- 254236 Keiss Castle, Walled Garden Walled Garden
- 275640 Keiss, Kirk Tofts Cemetery
- 185527 North Keiss, Quarry Quarry
- 174289 Keiss Baptist Manse Manse
- 95157 Nybster, Inn Inn

- 88208 The Barry Cairn Commemorative Monument, Quern(S)
- 9311 Nybster Spindle Whorl (Stone)
- 9345 The Kennels Croft
- 9342 Mid Keiss Croft, Kiln
- 9331 North Keiss, Standingstone Standing Stone
- 9320 Keiss Well 9307 Old Keiss Castle Castle
- 75684 Keiss Castle Country House
- 75685 Keiss Castle Nissen Hut(S) (20th Century)
- 88206 Keiss Baptist Church Church
- 90804 Nybster Farmstead (Possible)



Picture by Highland Ariel Views