

## Highland Council Asset Transfer Request Approach Asset Transfer Request Form

**This is an asset transfer request made under Part 5 of the Community Empowerment (Scotland) Act 2015.**

### **Section 1: Information about the community transfer body (CTB) making the request**

1.1 Name of the CTB making the asset transfer request

Inverness Men's Shed

1.2 CTB address. This should be the registered address, if you have one.

c/o Innes and MacKay, Solicitors, Kintail House, Beechwood Business Park,  
Inverness Postcode: IV2 3BW

1.3 Contact details. Please provide the name and contact address to which correspondence in relation to this asset transfer request should be sent.

We agree that correspondence in relation to this asset transfer request may be sent by email to the email address given above. *(Please tick to indicate agreement)*

*You can ask the relevant authority to stop sending correspondence by email, or change the email address, by telling them at any time, as long as 5 working days' notice is given.*

1.4 Please mark an "X" in the relevant box to confirm the type of CTB and its official number, if it has one.

	Company, and its company number is .....	
X	Scottish Charitable Incorporated Organisation (SCIO), and its charity number is SC048157.....	X
	Community Benefit Society (BenCom), and its registered number is .....	
	Unincorporated organisation (no number)	

**Please attach a copy of the CTB's constitution, articles of association or registered rules.**

1.5 Has the organisation been individually designated as a community transfer body by the Scottish Ministers?

No

Yes

Please give the title and date of the designation order:

1.6 Does the organisation fall within a class of bodies which has been designated as community transfer bodies by the Scottish Ministers?

No

Yes

If yes what class of bodies does it fall within?

## Section 2: Information about the asset requested

2.1 Please identify the asset - land or building(s) - which this asset transfer request relates.

*You should provide a street address or grid reference and any name by which the land or building is known. If you have identified the land on the relevant authority's register of land, please enter the details listed there.*

*It may be helpful to provide one or more maps or drawings to show the boundaries of the land requested. If you are requesting part of a piece of land, you must attach a map and full description of the boundaries of the area to which your request relates. If you are requesting part of a building, please make clear what area you require. a drawing may be helpful.*

Millburn Academy – Pavilion, Victoria Drive, Inverness, IV2 3QR

Millburn Academy – Pavilion : Total Building GIA ( m2 ) 222

Site : Total Site Area approx. ( m2 ) 1480

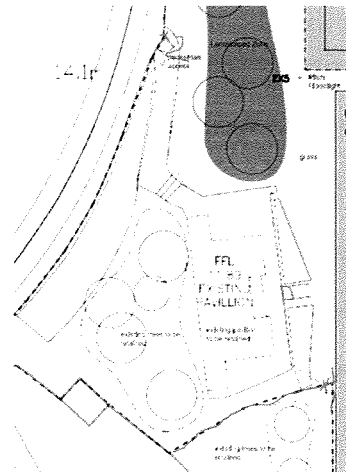
Function : Changing Room / Pavilion

Business Unit Ref : HC 06629

### Map

description

1. red line is existing fence.
2. X1 is where the blue line and potential fence starts.
3. X2 is where the blue line and potential fence ends.
4. Red semi-circle is a pedestrian gate used for fire escaper only not for access.



2.2 Please provide the UPRN (Unique Property Reference Number), if known.

*This should be given in the relevant authority's register of land*

UPRN: 130142054

### **Section 3: Type of request, payment and conditions**

3.1 Please tick what type of request is being made:

for ownership (under section 79(2)(a)) - go to section 3A

for lease (under section 79(2)(b)(i)) – go to section 3B

for other rights (section 79(2)(b)(ii)) - go to section 3C

#### **3A – Request for ownership**

What price are you prepared to pay for the asset requested? :

Proposed price: £ zero

A condition of ownership is that the 'Asset Transfer' recipient in this case ( The Inverness Working Men's Shed Organisation ) will be required to :

1. Erect fencing going along the blue line starting from X1 to X2 with a pedestrian gate put in (where the red circle is, this would **not** be an access gate and is there for fire safety only, the school would have to make sure their fire risk assessment was updated). The Inverness Working Men's Shed Group agree that they will have to pay for all the fencing referred to above.

As its following the blue line there would be no need for a change of contract expense as the ground is the councils not Alpha Schools.

2. The Inverness Working Men's Shed Group agree that they will have to pay for any legal costs going forward throughout the process.

3. The Inverness Working Men's Shed Group also have to approach the local youth hostel which has been done. The hostel Inverness Group Manager has agreed to allow The Inverness Working Men's Shed Group to use their car park details of which can be made available if required.

4 The Millburn Academy have also kindly offered the Inverness Working Men's shed Group the use of approx. 24 number of the schools parking spaces, pedestrian access to be from the pathway leading down past the youth hostel.

Please attach a note setting out any other terms and conditions you wish to apply to the request.

'We The Inverness Working Men's Group would like to express our interest in applying for annexation of the adjoining strip of scrub land to the North of the Pavilion site. Acquiring this for accessible car parking and disabled access would help to increase our membership thus furthering our cause of combating loneliness. This in turn would allow us to maximise our efforts in helping the local community. '

We would pay for any legal costs involved in this acquisition venture.

### 3C – Request for other rights

What are the rights you are requesting?

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Do you propose to make any payment for these rights?

Yes

No

If yes, how much are you prepared to pay? Please make clear what period this would cover, for example per week, per month, per day?

Proposed payment: £		per
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Please attach a note setting out any other terms and conditions you wish to apply to the request.

## Section 4: Community Proposal

- 4.1 Please set out the reasons for making the request and how the land or building will be used.

*This should explain the objectives of your project, why there is a need for it, any development or changes you plan to make to the land or building, and any activities that will take place there.*

*The Inverness Men's Shed started on February 14, 2014 and has over 100 members. We have been urgently seeking suitable premises since our inauguration. We have been renting premises at 3 Gordon Terrace, Inverness since February 2014 at a cost of £1,000 per month. Raising this amount each month has and is causing considerable concern. Despite considerable endeavour we have been unable to acquire suitable premises at reasonable cost. In order to maintain our current activities we urgently need larger premises. Larger premises will allow us to develop and expand our current activities. It will allow us to have more space for our members to relax and enjoy social interaction. The Pavilion premises will allow us to do this.*

*At present we are using the building Monday to Friday for various groups including learning computer skills, talking and writing group, singing group a Tuesday open session and get-togethers as well as woodworking activities.*

*If and when we can acquire the premises we intend to tidy up and clear the area surrounding the pavilion. We will clean the building both inside and outside and decorate to ensure it is suitable for our purposes. We plan to have two workshops, a meeting room and a lounge for members to relax in. Other rooms will be used for kitchen, storage etc.*

*We plan to use the building Monday to Friday from 9am to 5pm approx.*

*Whilst there is limited parking for vehicles around the building there is enough for approx. 6 disabled parking spaces. However the Rector of Millburn Academy has identified 24 parking spaces within the grounds of the Academy that we can have the use of. Over and above this the Scottish Youth Hostel Association also have parking and having discussed this with the manager she states there is no problem for our members to use these spaces during the day.*

*In the near future we plan to apply to acquire by Asset Transfer the waste ground to the north of the Pavilion and to the west of the fenced off artificial grass pitches.*

*The Inverness Men's Shed welcomes any person over 16 years of age to the Shed irrespective of their sex or creed.*

## **Benefits of the proposal**

- 4.2 Please set out the benefits to the community that you consider will arise if the request is agreed to. This should include:- economic, regeneration, health, social wellbeing, environmental benefits; or how this will tackle inequalities.

*This section should explain how the project will benefit your community, and others. Please refer to the guidance on how the relevant authority will consider the benefits of a request.*

*Since we opened in February, 2014 we have done a considerable amount of work helping older and disabled people. This has varied from replacing a light bulb to installing hand rails to help people to get to and from their homes. We only charge for the materials we use – but we are always open to receiving donations. We have installed ramps to ensure people can access their homes easily.*

*We have made and installed benches for community use in the City Centre and at Kingsmills. We have also refurbished a number of garden benches for older people which allows them to sit outside. We have refurbished the Cardiac Unit courtyard at Raigmore Hospital and made it into an area where staff and patients are able to sit outside in a safe and comfortable environment.*

*The majority of the work we do enables people to live in more comfortable surroundings and helps reduce loneliness and isolation.*

*Since our inception we have developed a reputation as being a trustworthy organisation that come along and do work – some very small jobs – that helps people in many ways.*

*Many of the small jobs that we do are so small that tradesmen are not interested in doing such work – or charge an extraordinary amount. People are reassured that we are trustworthy and will do such work to a high standard and will not be charged exorbitant amounts.*

*We have an 'open session' every Tuesday morning where any person who so wishes can come along receive a very warm welcome and see what we are up to.*

*They will be shown round the Shed and given details of all the different types of groups that we run and are invited to join any of them or to just come along and enjoy the social interaction.*

*A recent appraisal of Men's Sheds revealed that over 60% of those attending a Men's Shed had improved health. This is very obvious in those attending the Inverness Men's Shed as we regularly hear how much they enjoy attending and how it has reduced their loneliness and isolation.*

## **Restrictions on use of the land**

- 4.3 If there are any restrictions on the use or development of the land, please explain how your project will comply with these.

*Restrictions might include, amongst others, environmental designations such as a Site of Special Scientific Interest (SSI), heritage designations such as listed building status, controls on contaminated land or planning restrictions.*

*We are unaware of any restrictions*

#### **Negative consequences**

- 4.4 What negative consequences (if any) may occur if your request is agreed to? How would you propose to minimise these?

*You should consider any potential negative consequences for the local economy, environment, or any group of people, and explain how you could reduce these.*

*From the enquiries we have made there are NO negative consequences from our use of the area. In fact the very opposite is the case as local Councillor Jimmy Gray has had complaints about the tidiness of the area. We will tidy up this area as soon as possible after we gain entry.*

#### **Capacity to deliver**

- 4.5 Please show how your organisation will be able to manage the project and achieve your objectives.

*This could include the skills and experience of members of the organisation, any track record of previous projects, whether you intend to use professional advisers, etc.*

*The Inverness Mens Shed is run by 6 six directors they include a solicitor, consultant geriatrician, retired government personnel officer, retired architect, retired business man and a community charity entrepreneur.*

*We have a management committee, made up of members with varying skills, who meet on a weekly basis and deal with the running of the business*

*Members of the Shed include retired orthopaedic surgeon, teachers, civil servants, Blacksmiths, janitors, salesmen, retired police officers, joiners, plumbers etc etc.*

*We feel that we have a broad list of members with extensive skills and experience to enable to carry out this project. Should we require professional help we feel have enough skills within our membership to overcome any reasonable situation.*



## **Section 5: Level and nature of support**

5.1 Please provide details of the level and nature of support for the request, from your community and, if relevant, from others.

*This could include information on the proportion of your community who are involved with the request, how you have engaged with your community beyond the members of your organisation and what their response has been. You should also show how you have engaged with any other communities that may be affected by your proposals.*

*Since our inception we have been engaged with secondary schools with Youth Philanthropic initiative, as well as various projects within primary schools where we have been engaged in woodwork projects. . We have been involved with NHS Highland and have renovated the Cardiac Courtyard at Raigmore Hospital into an area where both staff and patients can sit outside in relaxed surroundings. We have also supplied and hung photographs taken by our members in family areas at the Cardiac Unit.*

## **Section 6: Funding**

6.1 Please outline how you propose to fund the price or rent you are prepared to pay for the asset, and your proposed use of the asset.

*You should show your calculations of the costs associated with the transfer of the land or building and your future use of it, including any redevelopment, ongoing maintenance and the costs of your activities. All proposed income and investment should be identified, including volunteering and donations. If you intend to apply for grants or loans you should demonstrate that your proposals are eligible for the relevant scheme, according to the guidance available for applicants.*

*Our anticipated costs for the conversion of the area are as follows:*

<i>Plumbing</i>	<i>£2,000</i>	<i>Electrics</i>	<i>£4,000</i>	<i>Windows</i>	<i>£6,000</i>
<i>Fences</i>	<i>£4,000</i>	<i>Reinstating road</i>	<i>£8,000</i>	<i>Painting</i>	<i>£3,000</i>
<i>Kitchen</i>	<i>£2,000</i>	<i>Toilets</i>	<i>£3,000</i>	<i>Other costs</i>	<i>£8,000.</i>

*We anticipate applying to the Inverness Common Good Fund for a grant.*

*We will also be applying to various other grant making bodies to cover the cost of new machinery etc.*

## Signature

Two office-bearers (board members, charity trustees or committee members) of the community transfer body must sign the form. They must provide their full names and home addresses for the purposes of prevention and detection of fraud.

This form and supporting documents will be made available online for any interested person to read and comment on. Personal information will be redacted before the form is made available.

**We, the undersigned on behalf of the community transfer body as noted at section 1, make an asset transfer request as specified in this form.**

**We declare that the information provided in this form and any accompanying documents is accurate to the best of our knowledge.**

## Checklist of accompanying documents

To check that nothing is missed, please list any documents which you are submitting to accompany this form.

**Section 1 – you must attach your organisation’s constitution, articles of association or registered rules**

The Constitution was submitted along with the papers relating to expressing interest in Asset Transfer

Title of document attached: already submitted

**Section 2 – any maps, drawings or description of the land requested**

Documents attached:

**Section 3 – note of any terms and conditions that are to apply to the request**

Documents attached:

**Section 4 – about your proposals, their benefits, any restrictions on the asset or potential negative consequences, and your organisation’s capacity to deliver.**

The reader will already be aware from the information supplied herein of the benefits to the Community of Inverness and in particular the older residents and disabled people. Our overwhelming wish is to continue and expand our community activities as well as attracting new members and endeavouring to improve lifestyles and reduce loneliness and isolation. We as directors of the organisation have no doubts about our capacity to deliver this outcome.

**Section 5 – evidence of community support**

I attach three letters from our members, which confirms our present activities and aspirations for the future.

Councillor Jimmy Gray has stated from the outset that this building and site is desperately needing visual improvement as well as a good building sitting empty. He is also aware of some of the various works we have done in the area.

Councillors Carolyn Caddick and Alex Graham have been from the outset strong supporters of the Mens Shed and its activities in the Community.

All three councillors listed above have been endeavouring for over 3 years to identify and secure new premises for the Inverness Mens Shed and feel at last we are getting a permanent home.

### **Section 6 – funding**

The Asset Transfer procedure allows us to acquire a building without having to pay an exorbitant price for it. We will ensure we create enough funds to refurbish the building and to maintain it to a very high standard.

*Search "Privacy Notices" on the Highland Council website to read our Privacy Statement in regards to Asset Transfer Request forms.*