

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

ORMLIE COMMUNITY ASSOCIATION LTD

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

Postal address:

108 MARR TERRACE

THURSO

CAITHNESS

Postcode: KW14 7SW

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

Contact name: LYNN STEWART

Postal address: 108 MARR TERRACE. THURSO, CAITHNESS

Postcode: KW14 7SW

Email: lstewart@ormlie.org

Telephone: 01847 891789

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.

X	Company, and its company number	221915
x	Scottish Charitable Incorporated Organisation (SCIO), and its charity number is	SC028393
	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:

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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?

REGISTERED CHARITY

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.

Ormlie Centre

Henderson Street

Thurso

Caithness

KW14 7LD

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:

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: £

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

3B – Request for lease

What is the length of lease you are requesting?

25 years

How much rent are you prepared to pay? Please make clear whether this is per year or per month.

Proposed rent: £ 1.00 per annum

Please attach a note setting out any other terms and conditions you wish to be included in the lease, or to apply to the request in any other way.

3C – Request for other rights

What are the rights you are requesting?

That the Highland Council continue to maintain and repair the interior and exterior of the Ormlie Centre and garden.

Do you propose to make any payment for these rights?

Yes

No X

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

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 Ormlie Community Centre and adjoining garden is owned by the Highland Council. The Ormlie Community Association Ltd would like to apply to the Highland Council for a long term lease of the Ormlie Centre and adjoining garden, Henderson Street, Thurso, Caithness. The Ormlie Centre was originally built in 2000/2001 to house the Sure-Start Programme until it ceased. After this the Ormlie Centre was offered to the Ormlie Community Association Ltd for use to run community programmes.

OCA Ltd was formed in 1997 by those living on the Ormlie Estate in the small rural town of Thurso on the North of Scotland Coast, to improve the local area, build a new play park and a community centre. Over time the OCA Ltd remit has expanded and it now exists to provide a wide range of activities and services for people of all ages living in Caithness, Scotland. The projects we run are designed to be flexible in terms of venue, activity and timing so to meet the needs of as many participants as possible. All groups are encouraged to become more active in their community whether through participating in the community events, attending the local library/gym etc. The majority of our projects run from the Ormlie Community Centre, however our provision is open to all in Caithness. We are reliant on grant funding to run all our programs and believe the services we provide should cost as little as possible for participants in order to enable as many people as possible to attend and most of our programmes are free.

Our Programs are split into two sectors:

Children and Families Projects: Young Mums Groups, Fun Young & involved

Adult Activities Projects: Get It Digital Access, Silver Citizens and Employment Support.

OCA Ltd have over 1200 people per quarter benefitting from the programs we deliver.

There are no plans to develop the land.

There are no immediate plans to develop the building.

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.

The continuation of the Ormlie Community Association Ltd Projects will address the problems of social inclusion, mental health and wellbeing for people living in the Ormlie Community and the surrounding areas of Thurso. It has been proven that by keeping active has positive health benefits, increased social wellbeing and will/can have a positive influence in many aspects of daily living. This is essential for people of all ages.

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.

There are no restrictions on the use or development of the land to our knowledge.

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.

None known.

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.

Ormlie Community Association Ltd is run by five Board of Directors, two of which are Company Trustees who bring a wealth of knowledge and experience to the OCA Ltd. All our Directors are volunteers.

There are currently ten paid staff working within the organisation from the Project Development Manager, Business Support and Support Worker staff.

The Ormlie Community Association Ltd is audited annually by Reid and Fraser.

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.

The proposal to submit a lease application to the Highland Council for the Ormlie Centre and adjoining garden was discussed and agreed at the Ormlie Community Association Ltd, Annual General Meeting held on Monday 26th November 2018.

Councillors Rosie and Reiss met with three members of the Ormlie Community Association Ltd Board of Directors on 29th November 2018 and indicated their support for this application. The Highland Council are currently paying rates for the Ormlie Centre premises and as Ormlie Community Association Ltd is a registered charity will get full rates relief.

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.

To be funded from current assets.

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.

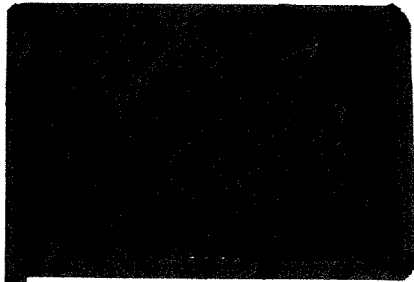
This form and supporting documents will be made available online for any interested person to read and comment on. Personal information will be redacted before the form is made available.

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.

Name Lynn Stewart

Address



Date

10/12/18

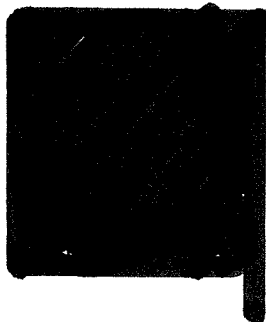
Position Project Development Manager


Signature



Name James Kelly

Address



Date	10/12/18.
Position	Chairman
Signature	

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

Title of document attached: Articles of Association attached as requested.

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

Documents attached as requested.

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.

Documents attached:

Section 5 – evidence of community support

Documents attached:

Section 6 – funding

Documents attached:

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