

## 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

Spean Bridge Community Centre SCIO

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

Postal address:

Woodend

Insh Road

Spean Bridge

Postcode: PH34 4EP

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: David MacFarlane

Postal address:

Woodend

Insh Road

Spean Bridge

Postcode: PH34 4EP

Telephone: 

**X** 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 .....	
	Scottish Charitable Incorporated Organisation (SCIO), and its charity number is SCO48249	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 **X**

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 **X**

If yes what class of bodies does it fall within?

Community Controlled Body. Two-tier SCIO.

## 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.*

Spean Bridge, Community Centre

Altour Road

Spean Bridge

PH34 4EZ

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: HC 06369A

### 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: £1.00

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

We would like to request legal costs for all parties to be covered by Scottish Land Fund.

#### 3B – Request for lease

What is the length of lease you are requesting?

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

Proposed rent: £                      per

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?

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

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 original Village Hall was destroyed by fire in 1978. When the new Spean Bridge Community Centre was built, it was located in the heart of the village and built on land which is currently owned by Highland Council.*

*In recent months it has become clear that the governance structure i.e. an unincorporated association with a Deed of Trust was no longer the most appropriate structure for the organisation as it placed considerable responsibility on the Trustees, as such the organisation is in the process of winding up the old Charity and have successfully applied to OSCR to become a SCIO.*

*The Spean Bridge Community Centre SCIO's main objective is to promote the wellbeing of the residents of Spean Bridge and district. It's charitable purposes being; The provision of recreational facilities, with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended.*

*The Centre provides space for various local community groups to meet and is a key venue for community events. A wide range of age groups engage in special interest and/or community events; all of which help to improve health and wellbeing including reducing social isolation.*

*Ownership of the land by the SCIO is expected to make it easier for applying for future funding and to give the community a greater sense of ownership of this valuable community asset. Income generating ideas such as installation of charger units for electric cars being an example of activity which may be considered in the future.*

## **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.*

**Security of tenure of the land** - *The Community Centre would like to own the land it is built on and to have ownership of the carparking area which is adjacent to the centre. However, we understand that right of access to playpark area and to recycling area and fire station would remain in place under this new ownership agreement. In the future should the fire station or the recycling centre decide to relocate, this would potentially open up other use of this space for the Community Centre SCIO.*

**Economic benefits** - *Although there are no immediate plans for development of the Community Centre, the management committee and Trustees are mindful of the opportunities that may exist in the future for development e.g through another grouping, a community park area is to be created in the area of ground behind the community centre – this may in the future lead to development opportunities for the community centre.*

*Ownership of the land as per this application is expected to best position the SCIO for future funding applications.*

**Regeneration** – *The governance structure of the Community Centre i.e. a two-tier SCIO will ensure that the community can continue to be involved and influence any future regeneration work that may take place within the Community Centre and/or its grounds.*

**Health, Social wellbeing** – *the Community Centre is in the heart of the community and as such acts as a central hub for community events and activities; sports clubs such as the badminton club and shinty club use the facilities on a regular basis.*

*Like many communities, Spean Bridge has a mix of engaged members of the community alongside others who for various reasons are experiencing feelings of social isolation. The community centre provides opportunity for activities to be held which are aimed at reducing social isolation, increasing physical and mental activity and improving health and well being.*

**Environmental benefits** – *The Community centre has continued to improve its environmental impact through the delivery and roll out of a successful application to the Scottish Government's Climate Challenge Fund. Over £29k was secured for the Sustainable Spean Bridge project which was completed in March 2018.*

*The recently completed environmental works has made the centre a more attractive venue to use and now that the heating system is upgraded the committee anticipates an increase in the use of the Community Centre; which in turn will help with financial viability.*

***Inequalities*** – the community centre aims to provide a welcoming and inclusive approach. Membership is open to all over 16 year olds within the community and costs have purposefully been kept to a level which does not disadvantage the less financially well off groupings. All doors and toilet facilities can accommodate the physically disabled.

*By having a well maintained and supported community centre within the village, there is a positive impact on the community.*

### **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 known restrictions on the use or development of the land.*

### **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.*

*We do not expect any negative consequences if the request is agreed to. Any comments, questions in relation to the request will be dealt with by the management committee.*



## 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 organisation is managed by a small group of committed volunteers;

- (i) David MacFarlane (Chair). David is a key community figurehead and has considerable experience of committee structures. A former business man whose family connections with the village hall go back to the 1920's.
- (ii) Annette Telford (Treasurer). Annette works for the Ministry of Defence and has been a Civil Servant for over 15 years and is currently working for the Ministry of Defence in Ballachulish. Annette also acted as Treasurer for the Lochaber Camanachd from 2012 to 2016.
- (iii) Susan Clarke (Secretary). Susan has extensive administration skills and experience, she currently works for Hanover Housing Association Council Housing and has worked for Highland Council for 30 years.
- (iv) Plus four additional committee members: Sarah Bellshaw, Scott Andrews, Dana Mac- Lennan and Lesley MacIntosh. The committee members all play an active role in the community.

Previous projects include;

Through grants received in previous years, all windows are now double glazed, all lights are LED, outside of hall has been insulated and interior insulation in loft spaces.

Each project has been successfully managed, completed on time and required records submitted to Funders.

The management committee have additional support and advice available through the Highland Third Sector Interface/Voluntary Action Lochaber, Highland Council Ward Manger, Community Council, Lochaber Environmental Group

## **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 Community Council (representing the community) are supportive of the application.*

*The Committee have communicated their desire to apply to HC for ownership of the land to the various networks that they are involved with and to the users of the centre.*

*This has all been met with positive approval please see attached letters of support.*

## **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.*

*The cost of the land is expected to be of a nominal nature. Financial support for legal fees has been discussed with HIE and we anticipate this being covered by the Scottish Land Fund.*

*The nominal £1 for purchase of the land reflects the type of operation i.e. the Community Centre Hall is a considerable asset however, the organisation does not generate large amounts of cash; in general profits from use of the facility are churned back into general maintenance and upkeep and modernisation of the centre.*

*The carpark area is currently in good condition with no major repairs required. The intention is to keep the car parking space well maintained and this will be achieved through in-kind support from local contractors and fundraising as and when required.*

*Ownership of the land by the SCIO is expected to make it easier for applying for future funding and to give the community a greater sense of ownership of this valuable community asset. Income generating ideas such as installation of charger units for electric cars being an example of activity which may be considered in the future.*

## **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 *DAVID MAC FARLAND*

Address



Date *12-02-2019*

Position *CHAIRMAN*

Signature

[Redacted Signature]

Name

Susan Clarke

Address

[Redacted Address]

Date

12 Feb 2019

Position

Secretary

Signature

[Redacted 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:

CONSTITUTION OF SPERM BRIDGE COMMUNITY COUNCIL SC10

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

Documents attached:

SITE PLAN

#### 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.

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Documents attached:

**Section 5 – evidence of community support**

Documents attached:

Letters of support

**Section 6 – funding**

Documents attached: