

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

Muir of Ord Development Trust

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

Postal address:

The Hub,
Great North Road,
Muir of Ord
Ross-shire

Postcode: IV6 7SU

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: Bert Nicholson

Postal address:

██████████

Muir of Ord

Ross-shire

Postcode:

██████████

Email:

██████████

Telephone:

██████████

✓ 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	SC044689 SC397640
	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.

Land at southern end of Ord Industrial Estate, Great North Road, Muir of Ord.

Within Highland Council ownership area as established by Kenny Forbes, Estates Manager, MRICS in email to Cllr. Angela MacLean dated 24 June 2022.

G H Johnson SKETCH 10165/SK001 & 10165/SK002

These drawings show the location and site of the proposed development following options appraisal by the Men's Shed steering group.

Site for 2x portable sheds to be designed and operated as a Men's Shed.

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?

20 Years

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

Proposed rent: £ 1 per year

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?

Access through the industrial estate

To surround sheds with a boundary fence for security

Permission for some outside storage

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 objectives of the projects are to establish a Men's Shed at an accessible location in Muir of Ord from which to deliver a range of social activities and events that will contribute to men's well-being and health.

The Scottish Men's Shed Association (started in 2009) champions men's health and well-being. Experience from Scotland and other countries suggests that men who are involved with Men's Sheds report living healthier, happier and more connected lives. Men's Sheds respond to needs for healthy camaraderie and provide opportunities for working together in ways that contribute purpose and meaning to men's lives. The SMSA encourages co-operation and sharing between Men's Sheds and promotes education through the provision of community based presentations, workshops and seminars.

On 4 March, MDT received a £10,000 award from HTSI Mental Health and Wellbeing Fund to start up this project by acquiring two portable units because suitable space could not be identified in the village. We restarted negotiation to purchase two units with the founder of Ord Group, John MacLean, after HTSI secured additional funding from the Scottish Government. John agreed to reduce the price of the units by 50% and include additional fixtures and fittings free of charge because the project is so important to the community. The residual finance is available for working with the Planner and Architect at GH Johnson Consultancy to procure building warrant and planning permission for the unit at the above site. Ord Group is fitting an accessible toilet and kitchenette as well as 1-metre wide doors for wheelchairs and an access ramp.

The initial consultation and meetings planned for this project was disrupted by Covid restrictions, but it is currently driven by a steering group of four and we have already identified a further five participants prior to marketing and recruitment more openly once the shed is in situ.

It is anticipated that one shed will be a workshop to undertake small projects suggested by the men or community while the other will be a meeting place for socialising and events on men's health and wider education, including skills development.

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 HTSI application stated that there will be a minimum of 20 beneficiaries in the first year of the project although it is anticipated that many more will participate and individuals will change over time.

Members of the group using the Men's Shed facilities will experience decreased feelings of isolation and improved ability to build resilience by being part of an inclusive and supportive project, making new friends and supporting one another beyond the Shed through team working.

They will learn to value their own self-worth and that of their peers as they share in practical activities and learning experiences. This will create a sense of belonging to the community with a positive outlook on life and a distraction from mental or physical illness.

They will be better informed and feel greater confidence through improved ability to self-manage.

The wider community will benefit from;

Effective use of a piece of waste land

An additional meeting place in the village

Team building within and beyond the Men's Shed

Skills development and enhanced knowledge

Potential to undertake parts of projects suggested by the community.

The project being run within the already developed and documented structures and processes of the MDT, which should make any co-ordination easier.

Scope for integration of services and activities with other support agencies.

Potential for activity linkages with Men's Sheds elsewhere

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.

Not Known

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.

Possible increase of security risks on industrial estate

Slight risk of displacement of work from small joiners

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 Muir Development Trust restructured in 2021 and has a board of eight voluntary directors and manages a Community Development Manager.

MDT manages the HUB building in the village square as well as the Village Hall, land leased from the Highland Council and is concluding the process of acquiring land and financial assets from the Community Association to support its work on behalf of village residents..

It has documented policies for 28 business functions which will be deployed in the management of the Men's Shed. The MDT already acts as an umbrella for several other local initiatives.

The Men's Shed will operate under the principles of the SMSA using its published resources to inform the practices of management, stages of development, fund raising and insurance requirements.

Members of the initial steering group have extensive senior and director level management experience both in public and private sectors.

Owning and managing the facility of the shed will be separate from the Men's Shed services and activities because the shed was bought and grant funded through the HTSI before any business plan or activities were developed.

A business plan is being developed only partly to identify needs for further external finance for revenue support for its services. It is also required to ensure ;

- relationships between strategic objectives of the Men's Shed and specific activities and marketing*
- effective co-operation between volunteers and external agencies*
- evidenced monitoring of outputs, outcomes and impacts*
- future improvements and additions to activities to meet local needs*
- appropriate KPIs for different elements of the business plan*
- allow analyses of variance to guide steering group decisions*
- governance compliance*

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.

Men's Sheds are supported by the Scottish Government and we have received a start-up grant from HTSI.

MDT networking and public consultation has revealed latent needs in the village, especially for single men of all ages, who tend not to participate in universal events and services according to SMSA research.

Precise needs will be refined in the light of findings from the next planned formal community consultation in 2023.

Nine residents have volunteered to participate in the steering group which John MacLean founder of the Ord Group has discounted the costs of acquiring and installing the sheds because of his perception of local needs.

MDT

The Men's Shed project has been discussed with and received support from Cllr Angela MacLean and the Ward Manager DI Agnew.

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 buildings are the first stage of project development and have been financed by HTSI grant and discounts from the Ord Group, a local business.

We have started working up a business plan and recognise that revenue funding must be sought from users and grant bodies to implement the complete project.

Sources of grant funding have not been fully researched yet.

Most Men's Sheds receive some revenue from donations, membership, sales, maintenance and refurbishments of old equipment. But it will not be a surplus generating activity so could never pay rent.

Initial equipment will be a significant cost, no matter how much is donated. An offer of a donation of woodworking tools has already been received.

We cannot determine on-going needs until business plan is completed. Maintenance of the buildings should not be a high cost in the early years as the sheds are new, but equipment will require continual upgrading while there are on-going revenue costs such as utilities, rates and insurances.

The Men's Shed will be operated as a subsidiary of MDT and will have an independent bank account as with existing associate organisations of MDT.

It will be run by a Steering Group of volunteers, listening to men's needs in the local community.

Participants will be secured by open advert, invitation and referrals from relevant support agencies.

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 Stephen Pennington

Address

Muir of Ord

Date 17.08.22

Position Trustee/Director

Signature

Name Bert Nicholson

Address

Muir of Ord

Date 17.08.22

Position Trustee/Director

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:

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

Documents attached:

Location plan from Kenneth Forbes, Estates Manager, The Highland Council

Draft site layout proposal, drawing number 10165/SK002 from G H Johnson

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.