

**COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015**

**ASSET TRANSFER REQUEST FORM**

**Important:**

You do not need to use this form to make an asset transfer request, but it will help you to include all the required information.

Before making an asset transfer request:

- Read the asset transfer guidance from the Scottish Government.
- Contact us to discuss your proposals.

**Please email to:**

[communities.team@midlothian.gov.uk](mailto:communities.team@midlothian.gov.uk)

**Or mail to:**

Stephen Bermingham  
Communities Team  
Fairfield House  
Dalkeith  
Midlothian  
EH22 3AA



**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

Bonnyrigg After School Club

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

Postal address:

Bonnyrigg Primary School  
Sherwood Community Centre  
Cockpen Road  
Bonnyrigg  
Postcode: EH19 3HR

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: Sam Elliot

Postal address:

As above

Postcode:

Email: [bonnyriggafterschoolclub@gmail.com](mailto:bonnyriggafterschoolclub@gmail.com)

Telephone: 0131-663-7181

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

*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 is .....	249307
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	Scottish Charitable Incorporated Organisation (SCIO), and its charity number is .....	
	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?

We are Company ltd by guarantee with charitable status with membership open to all users

## **Section 2: Information about the land and rights requested**

2.1 Please identify the land to 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 give a 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.*

Poltonhall Bowling Green Pavilion, including all the land inside the fenced area.

We have submitted a pre planning application for change of use from a Bowling Green pavilion to an early year's provision and community centre. (Attached)

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

*If the property has a UPRN you will find it 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 land requested? :

Proposed price: **£0.00**

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?

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?

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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.*

We are looking to take over Poltonhall Bowling Green Pavilion so that we can continue to deliver Early Learning and Childcare. Taking over ownership would allow us to further expand our service so that we can meet the demand of childcare as well as supporting the expansion of Early Learning and Childcare 1140 hours. As well as taking over the building to deliver Early Learning and Childcare for August 2020, we also see the building used as a Community Centre so that other groups and organisations can utilise this for community space. In order for us to do this we would initially share the space with groups for the hope to expand the pavilion so that we can further offer community spaces.

## Benefits of the proposal

4.2 Please set out the benefits that you consider will arise if the request is agreed to.

*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 application meets the objectives of the following Midlothian Council policies:

We are keen to deliver in partnership our joint corporate ambition to on the, “2020 Vision for Early Years, Early Learning & Childcare Expansion Plan,” which explicitly commits Midlothian Council to declare an existing or surplus building to be considered for transfer to a community group with a view to delivering the Scottish Government’s policy desire to implement the 1140 hours childcare agenda.

The overarching analytically persuasive and robust thrust and recurring theme of the Planning Partnership’s documentation confirms that the exponential increase in population figures, particularly in Bonnyrigg will put enormous pressure on service delivery. Accordingly, new thinking is required and our reasonable and reasoned submission is that our application will help the Community Planning Partnership to achieve the noble vision of ensuring, Midlothian is a, “great place to grow”, and especially for our young children who are growing on a daily basis.

The, ‘Midlothian Moving Forward Community Planning for Midlothian Community Planning Research and Information,’ report (July, 2016) tellingly notes that, in regard to new house building, “the extent and impact of house building indicates that a greater. Percentage of the 3,141 built between 2001 and 2011 we’re larger homes and likely to attract families.” Clearly this is prima facie evidence that supports our application which seeks to bring a robust approach to meeting the obvious commensurate increase in demand for childcare services, not to mention the impact of the 1140 GIRFECM policy;

Bonnyrigg, according to the [nrscotland.gov](http://nrscotland.gov) web site and electoral statistics was, in 2011, Midlothian’s biggest and fastest growing town which means Bonnyrigg will face a significant increase in the pending demand for community based early years and childcare services;

Our application supports the strategic priorities of the, “Single Midlothian Plan,” which is Midlothian Council’s overarching strategic plan framework. We believe BASC’s involvement will have a positive impact on the performance and outcomes of the authority and assist the Council in its strategic objectives including commitments as detailed in the, “Bonnyrigg Neighbourhood Plan,” and the Improving Opportunities for the People of Midlothian (IOM, 2018/2019).



In respect to the above policy directives the benefits we see are as follows:

1. We share the vision and priorities of the Scottish Government's, "Early Years Framework," and that of, the Early Years Taskforce." Our local vision will be achieved through interagency working with the broader Bonnyrigg community, MAP, and the Planning Partnership. One of the benefits of the asset transfer will be that of dynamic partnerships in action to develop capacity and support structures for early learning and childcare expansion to 1140 hours with focus on high quality provision. We see family, community, and child development benefits in our joint vision of seeking to increase service provision from 600 to 1140 hours so that children in their early years and their families are being provided with quality, community based, not for profit childcare, where young people are supported to be happy, healthy and reach their potential.

2. Another clear benefit of having a new building is that we will be in a solid, sustainable position to offer increased access to quality community based, not for profit, early year's provision. Our primary focus will be on the ethos of GIRFEC and bringing benefits to children, parents and families supporting them to be healthy, to take up family learning opportunities such as PEEPs, The Big Bedtime Read. Here parents will be encouraged to share the benefits of loving and learning together;

3. Another family learning benefit our team will strive to purposefully deliver on will be to increase the amount of time parents report spending reading with their children, visiting the library, and singing together and engaging in arts and crafts activities. Developing positive parenting skills will be a positive benefit;

4. In developing our early intervention strategies and practice we will, in a new dedicated building be in a robust position to develop our early years support structures and expand Bonnyrigg's capacity to offer more families access to 1140 hours of quality, community based, not for profit childcare. Community based, not for profit service delivery would be a major benefit as the community will be helping themselves to have a say in the services they want locally;

5. The increase of early year's provision from 600 to 1140 hours per year for 3 and 4 year olds as per the Children & Young People Scotland Act is something we are prepared for if we can secure the Poltonhall Pavilion. Our aim would be to bringing the benefit of early intervention practice to ensure The children of the Bonnyrigg community are given the help and support that is appropriate for them to become healthier, more resilient and closing the learning gap;

6. Another benefit would be that through an emphasis on family learning and lifelong learning we will be helping parents to seek employment, or education possibilities, or move up the skills pipeline with a consequential benefit of poverty reduction, here

official statistics tell us that Child poverty levels in Midlothian is above the Scottish average at 22.5%. Our dedicated, community based, not for profit service will free up parents to pursue other life goals thus bringing a benefit of enhanced life chances which may see families moving out of relative poverty as disposable income rises. We can offer parents childcare appropriate to their needs and at the times they need it;

7. Yet another benefit would be through our early intervention approach we could contribute to tackling the growing concern with ACES, adverse childhood experiences. Here, evidence suggests that with positive intervention in the very early years that children can grow up without being dependent on costly social services, imprisonment, and healthier so saving the state lots of money in years to come;

8. Another benefit is that our staffs have the qualifications for their posts, or they are working towards the appropriate qualifications. Moreover, all our staff are registered with the SSSC and meet the dictates of the regulatory fitness to practice body.

#### A.IMPROVEMENT IN CHILCARE SERVICES

More community based childcare is available enabling parents to work or move up the skills pipeline, or advance into education so boosting the family economy and spend more in the local shops;

Extending the 1140 hours service to local people that previously did not have access to quality, not for profit, community based access:

Improved child protection services on offer decreasing the likelihood of ACES and then having a future impact on Lessing the state financial burden on the police, the NHS, ambulances, violence, prison, social workers;

#### B. IMPACT ON LOCAL EMPLOYMENT/LABOUR MARKET OPPORTUNITIES

Local parents can gain access to skilled employment or qualifications at times that suit them and also because our community based provision is on offer, lessen travel to work distances;

Increase of staff locally to run childcare services;

Parents can start work or own businesses without childcare concerns;

#### C. ENVIRONMENTAL IMPROVEMENT

Parents do not have to travel too far to say Edinburgh to source quality, community based, not for profit, childcare;

We will bring to life a building that reflects community vision, belief, responsibility;

#### D. COMMUNITY IMPROVEMENT

De facto we will introduce a locally owned and maintained service asset that will reflect community strength, vision, ambition, belief and pride;

We will set a talismanic exemplar of partnership and community based example for others to follow in terms of anticipated community success, good practice and exceptional childcare services

### **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.*

No 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.*

Potential noise from children in the garden area

Parking however pick up and drop off points would be the lay by at the Lasswade Centre. Further discussions with the Roman Catholic Church opposite the Lasswade Centre for usage of their car park.

## 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.*

Bonnyrigg After School Club has been operating for nearly 25 years. The organisation first started with just five children, catering for the 'latch door key children'. Since then our organisation has grown. We now operate six projects for over the Bonnyrigg, Poltonhall and Lasswade catchment. We deliver services to all five schools and nurseries in Bonnyrigg, serving 300 children per week.

Part of the expansion throughout the years is by having a strong Senior Management Team and a focused Board of Directors. Our organisation is headed up by Anne Elliot. Anne brings a wealth of experience and knowledge to our service and to the community. She has led the organisation for the past twenty five years and has developed and expanded the service to meet the demand of childcare. Anne is assisted by her two Service Managers, Sam Elliot and Sarah Thomson. Both Managers have developed both Out of School Care and Early Learning & Childcare in the Bonnyrigg Area. Our Senior Management Team is qualified at degree level with a focus on developing services and management and leadership. The team have experience on developing strategic development plans as well as working with their staff teams on developing operational plans.

Anne and Sam are both Directors on Bonnyrigg & Sherwood Community Development Trust. B&SCDT is a local charity in Bonnyrigg who help support groups and organisations. The trust has set up projects to help support and develop the community of Bonnyrigg. More recently the Trust, with Anne and Sam's direction has taken the charity shop in Bonnyrigg. This is a big project for the Trust as this is only run by volunteers.

The aim of the project is to give back to the community through a grant scheme. The money raised from the project has to go back to the community through supporting groups and organisations.

Our partnership work with organisations consists of Midlothian After School Club Network which is made up of Managers from ASC's in Midlothian. This networking helps our Senior Management Team by gaining knowledge from other services on how they are further developing their services. We also work closely with Play Midlothian and Midlothian Voluntary Action. Both these services help by supporting and given advice on developing projects and services.

## 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.*

Please find attached support letters

We have consulted with groups and organisations in the area on their potential interests with the pavilion. We have also consulted with 100 people within the community with a quick survey asking the following questions;

1. Do you think there is a need and benefit more affordable Out of School Care and Wrap Around Nursery Care?

All agreed that there was a definite need with comments such as;

"Yes, Bonnyrigg is expanding so we will need more childcare"

"It is vital that there is an affordable Out of School Wrap Around Care. If this was not in place, I would not be able to afford to work the hours I do."

"Very much so, provided it is affordable"

"Absolutely, without the service I would be unable to work full time"

"I would think that most parents are looking for childcare to be as affordable as possible without compromising quality."

"The area is growing and this provision has to be in place."

"Absolutely, as an NHS employee our salary is being stretched further, having affordable childcare allows us to invest our money into children's activities within the community; this helps us to grow it."

"There are more homes being built in the area therefore more children so these spaces will be needed."

"Definitely, our community is getting bigger and there is a lack of facilities for the working family."

"This is an essential service for low income parents/single parents as many would be unable to work without it, so the whole community would benefit from it."

2. Would you support our bid to take over Poltonhall Bowling Green Pavilion to turn it into a community hub providing a range of community services including extended early years and childcare services such as nursery, breakfast club, after school club and holiday playschemes?

All agreed and said it was a good idea with comments such as;

"As long as the service was still available at Burnbrae."

"A community hub would be a good addition to Bonnyrigg."

"As long as it doesn't affect the schemes currently in place."

"Yes, definitely something we need."

"Yes, defiantly if you could find the staff to run it to no detriment of the other existing facilities."

"Yes, nursery wrap around allowed it to be affordable to attend school nursery with the peers she goes to school with and for me to continue in full time work."

"Bonnyrigg is crying out for more safe environments for kids to develop further."

"Yes, I would be supporting with fundraising where available."

"I'll support the bid."

"Yes, as it is a more central area for people to pick up children and it would be a good use for the space."

"Yes fully support to have these facilities in the one place not relying on other places used by groups."

3. Any other comments?

"Childcare in the Bonnyrigg area is needed more than every with all the new houses being built."

"Great location with great potential, re outdoor space."

"The after school club is an amazing establishment without it I would be unable to work full time, any sport required I am happy to help."

"I feel the breakfast club and after school club are lifesavers for my family."

"If children are not into sport, dancing etc there is nothing for them to do. Some parents can't afford to send them to some activities as their budget does not go far enough."

"Out of School childcare is a great help for the working families, in and around Bonnyrigg."

"Without this type of provision, many families and future families would not be able to be active members of the community therefore futures would be quite bleak."

4. Do you think there is a need for community space in Bonnyrigg? Yes or No

Most replied yes but two said they were unsure and some of their comments are listed below;

"Yes not enough at the moment"

"Yes there seems to be more places closing than opening"

"There is a need for more community space that would allow ages up to 18 to have an area to socialise and enjoy activities with their friends"

"Yes the community is growing an incredible rate. If we do not have secure space to have a community there will not be one. We will lose services and activities to Edinburgh etc "

"Yes with growing population and no resource in community to support this"

"Not enough as it is at the moment"

"There seems to be more places closing than opening."

"Yes there are very few elderly community links."

"Yes there is always a need for better community spaces."

"Yes but I don't think people will support them."

"Play park for older aged group."

5. What would you use more community spaces for?

"Fitness classes, playgroups, art activities."

"All aspects of community activities from children through to the elderly."

"I currently help with local youth group and space is already at a premium."



"Youth clubs, parent groups, breakfast clubs, after school clubs."

"Nurseries, after school clubs."

"Recreation"

"I wouldn't use them."

"Activities for children and families to come together."

"I am not sure I would actually use it."

"Affordable extracurricular activities."

"Kids clubs, OAP meeting place, dance groups."

"Exercising and social events."

"Classes for the community as many are full to capacity so this is a further benefit."

"Dance lessons, karate etc."

"More organised activities for local children."

"Different community services"

"Affordable activities"

"Space for children to play."

"More park areas for younger children"

"Youth clubs for younger children."

"Support groups for mothers and babies."

"Soft play"

"Family provision and activity based themed workshops."

"Craft workshops."

"Reading and learning workshops."

"Youth clubs."

6. Any other comments

"Keep up the good work."

"Keep the communications up"

"A youth club would be good in Bonnyrigg"

"For activities low income families can use so children can benefit from this."

"After school clubs and breakfast clubs are a great support for all the working families in the community."

"Without After School Clubs we would struggle to continue to work."

## Section 6: Funding

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

*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.*

Please see attached the financial forecast.

### Maintenance and Repairs

We are a non profit making organisation and all funds accrued go back in our general reserves fund. We currently have £30,000 in reserves and this fund would support any repairs or maintenance for the provision.

BASC has a sustainable business model operating four Out of School Care (OSC) services and an Early Years Nursery Service. Midlothian Council currently receives £12,000 for rental for OSC accommodation. Our Early Years Provision currently pays £5,000 to Bonnyrigg Rose Football Club for rental accommodation. The £5,000 would be a saving however we would use this money as reserves which would then support repairs and maintenance. We would generate revenue from new community groups and their let charges would reflect a cost that is similar to charges by Midlothian Council so that repairs and maintenance would be factored into this cost.

### Funding/Grants

As this is an Early Years Provision we would apply to Midlothian Council's Early Years Expansion Capital Fund which will help our project and support the expansion of the 1140 hrs provision.

We are currently at the second stage of The People's Lottery Award for £50,000. This would allow us to generate the necessary funds to refurbish the hall. If we are unsuccessful with this grant we would apply to Bonnyrigg & Sherwood Community Development Trust through their grant awards for funding towards the emergency repairs e.g. the flooring. All other improvements to the building would be paid through our reserves that our organisation holds for such project.

**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

Address

Date

Position

Signature

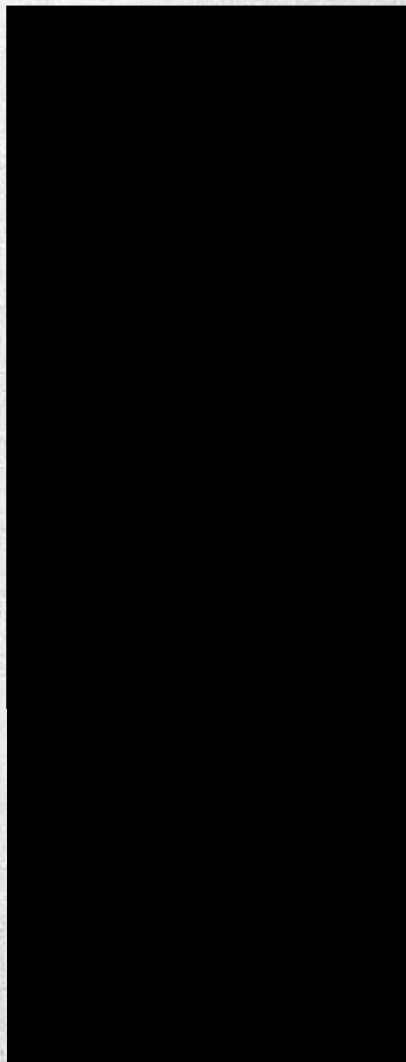
Name

Address

Date

Position

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:

### **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 land 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: