

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

Or mail to:

Stephen Bermingham
Communities Team
Fairfield House
Dalkeith
Midlothian
EH22 3AA



Midlothian

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

LASC Childcare Services Ltd

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

Postal address:

Loanhead Centre

George Avenue

Loanhead

Postcode: EH20 9LA

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: Irene Hogg

Postal address: As above

Postcode:

Email: Irene@lasc.org.uk

Telephone: 0131 448 0103

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	SC197859 Charity number SC024467
	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 a Company Ltd by Guarantee with charitable status and membership open to all users and community members over the age of 16.

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.

We are requesting transfer of the land surrounding the building known as The Link,

5 Mayburn Walk

Loanhead EH20 9HG

The footprint of the building has been previously transferred to the community. We are seeking the transfer of the community garden and the greenspace at the front of the building up to the boundary of the council's new play park, currently under construction.

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: This asset does not currently appear on Midlothian Council's Asset Register.

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? :

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?

We request a 12 year lease

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

Proposed rent: £ 1.00 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?

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.

Our proposal is to create an attractive, inclusive community-owned asset including The Link building and its attached garden and green space area.

The Link will host our After School Club and Out of School Childcare activities. It will also be open to the public for a wide range of uses, including café, soft play, rooms for hire, workshops, groups, etc. We currently host a parents/tots group, a teen club and a weekly lunch club for vulnerable older people, and are currently refurbishing the interior to make the space attractive and fit for a wide range of other uses. The Link will operate as a social enterprise, as sustainably as possible, with the aim of being able to invest in the garden and outdoor space through a combination of grants and self-generated income.

Outside, within the land we are requesting to transfer, we will upgrade and rebuild our community garden areas so that these can be used by children in our care (including those with mobility difficulties and additional support needs), by user groups such as the parents/tots and by members of the general public. We have lost part of the existing community garden to the recent demolition of neighbouring Loanhead Community Learning Centre. We seek to restore as much of the garden as possible, supporting existing volunteers and attracting new volunteers from the local community. We seek to upgrade the areas to the sides and rear of the building to make these attractive, usable spaces.

As the new council play park and neighbouring housing estate are constructed, we seek to make The Link a vibrant, welcoming community hub for new and existing residents alike.

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.

This request will benefit the community in the following ways:

Enhancing wellbeing: by creating a safe, welcoming and accessible outdoor garden and creative play area for children using our childcare services, including those with additional support needs, and other users of the Link including older people.

Improving and enhancing the environment for local residents, ensuring that this space can be appropriately maintained and utilised to full effect.

Fostering community cohesion, by offering a garden/green space where local people can gather and volunteer. We hope that the Link will be an attractive hub for new residents who move into the housing estate to be built on the site of the old Paradykes/LCLC site, and a way for them to integrate into the wider Loanhead community.

Contributing to the long-term sustainability of The Link and diversity of its 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.

We are not aware of any restrictions on the use of the land, but given its situation in between The Link building and the new playpark, it is not suited to any other form of development. It will be most beneficial to maintain this as a garden/green space.

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.

In accordance with our agreement to occupy and take ownership of The Link, following the dissolution of Loanhead Community Learning Association, we will be operating our After School and Out of School clubs from The Link. For Child Protection and safety reasons, the general public will not be able to use the centre while the childcare is operating: during school holidays and after school hours. However, it is the childcare service that will provide the most reliable and sustainable income to ensure that The Link is a viable social enterprise.

We will ensure clear and effective communications with the public, including website, social media and signposting, so that other customers know our opening hours and are not inconvenienced.

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.

LASC Childcare Services is a sustainable social enterprise childcare service that has been in operation for more than 20 years. We currently deliver high quality childcare to around 650 children and employ 45 members of staff. We have a skilled board of directors who are highly engaged with the needs of the organisation. We have received numerous awards in the fields of childcare and play.

We have a high rate of success in applying for funding to support a variety of projects targeted at vulnerable individuals, and are particularly aware of the need for social inclusion for children and young people with disabilities or additional support needs.

Our CEO, Irene Hogg, was instrumental in the construction of The Link—previously The Kabin—and its garden. This operated as a vibrant community centre from the time of its opening in 2009 for several years. The business began to decline

following her departure as manager, and was mismanaged until Loanhead Community Learning Centre ceased trading in December 2017.

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.

We have engaged with the current users of our services and of the Link building.

The Parents and Tots group

See attached information from consultation event.

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.

We intend to continue using the land as a community garden, play and learning area, as per its existing use. We plan to tidy and upgrade sections that have been poorly maintained, improve the landscaping, and introduce new play equipment and planting areas. We are working closely with the Parents and Tots group, a long-time user group of the building, who regularly use the area for outdoor play. We also have a small group of existing volunteers who work in our community garden and will seek to expand this gradually.

Our intention is also to renew fencing around the community garden. The purpose of the fencing is not to exclude users but to provide a level of security in an area which has been target of considerable vandalism, including break-ins, damage to equipment and landscaping, and arson. We hope that regular community use and a stronger sense of community ownership will help to reduce occurrences of vandalism.

We are seeking small grants for equipment and landscaping from a variety of sources, including:

Cala Homes Bursary

Tesco Bags of Help

Scotmid

Ongoing maintenance will primarily be covered by volunteers and through revenue generated through The Link. We do not intend to rely upon long-term revenue funding to support the garden area.

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

13 MARCH 2018

Position

Signature

Name

Address

Date 13 MARCH 2018.

Position Treasurer

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: N/A

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: N/A