

COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015

ASSET TRANSFER REQUEST FORM

IMPORTANT NOTES:

This is a standard asset transfer request form which can be used to make a request to any relevant authority. Relevant authorities may also provide their own forms in their own style.

You do not need to use this form or a relevant authority's form to make an asset transfer request, but using a form will help you to make sure you include all the required information.

You should read the asset transfer guidance provided by the Scottish Government before making a request. Relevant authorities may also provide additional guidance on their schemes.

You are strongly advised to contact the relevant authority and discuss your proposals with them before making an asset transfer request.

When completed, this form must be sent to the relevant authority which owns or leases the land your request relates to.

Please send via email to:

CLL@midlothian.gov.uk

Or mail to:

Communities Lifelong Learning and Employability
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

LASC Childcare Services LTD

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

Postal address:

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: Loanhead Centre George Avenue

Postcode: EH20 9LA

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 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.

<input type="checkbox"/>	Company, and its company number is	197859
--------------------------	--	--------

	Scottish Charitable Incorporated Organisation (SCIO), and its charity number is	SC024467
	Community Benefit Society (BenCom), and its registered number is	x
	Unincorporated organisation (no number)	x

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 Limited by Guarantee with Charitable Status

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.

Roslin Pavilion, Roslin, EH24 9DN. Our request includes the building car park to the side of the building and land immediately to the rear, up to the existing fence. Plans 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- Not Applicable

What price are you prepared to pay for the land requested? :

Proposed price: £1.00

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?

50 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 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 – not applicable

What are the rights you are requesting?

n/a

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.

LASC is currently the primary user of the building providing breakfast and after school club care for children from the surrounding area.

Our plan is to open the facilities to local groups who could benefit from the use of the facility maximising the use of the space and facilities available in the building and surrounding area. By doing this we would integrate and develop the mid-morning, evening, and weekend activities for the community.

We currently provide breakfast and after school care in the pavilion. After approaches by a number of members of the community we advanced discussions with the Roslin Village Group who had historically undertaken a full consultation with the community. The feedback was collated through community consultation, face to face and an open meeting. The overwhelming response was identified as being that there is a desperate need to expand the use of the facilities as there is no such provision in the growing village. The building currently under its current structure would not lend itself well for this service.

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.

By enabling the building to reach its potential in the current climate we envisage we would be encouraging the promotion of health and wellbeing and enhancement of life skills through the opportunities of social integration, cross generational projects, fitness sessions, library and volunteering opportunities.

With the aim of expanding the Pavilion building beyond the building walls and develop a community garden which introduces biodiversity through encouraging insects as well as sensory stimulation and accessibility with the introduction of flowering and textured plants. The young people from the neighbouring primary

school as well as the local community would have unlimited access to learn the value and important roles insects and plants play in our lives.

In a community with a large number of new residents, the proposal is for the building to take on a new lease of life, by providing a focal point for members of the community to come together to socialise through a variety of activities which create relationships and friendships. This will help to entwine community cohesion within the village.

We will work with existing community groups in Roslin to maximise the use of the pavilion. A number of groups are based in the village which have intimated an interest in utilising the facilities if the price, facilities and accessibility were made user friendly. Examples are the Brownies, Men's shed. We could also link with Midlothian council to identify integration of projects or rehoming of various activities.

The introduction of a community café, sports facilities and potential inter organisational projects will create job roles and help support developing skill sets which support employability.

The vision for the community café is for the services to be provided by a combination of paid and volunteer personnel. The salaries will be covered by the income generated from the café with top up options of benefit schemes used to their best advantages. It will provide an opportunity for members of the community to gain skills and increase their employability.

The rental of the sporting options in the main hall could include basketball, badminton, martial arts, exercise classes such as yoga and aerobics.

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.

Midlothian Council are the owners of the land, which is a subject to an agreement with Fields in Trust that the land will be used only as a public playing field or open space except with the consent of Fields in Trust. Fields in trust will be approached for an indication that they have no objection to the extension of the pavilion and the creation of an outside play area/garden for this purpose.

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.

Over 90 per cent of respondents to our public consultation were positive and supportive of this proposal. At the present time, the parents and tots group are the only other user of the building and we will work closely with them to ensure that they have access to the building. We will work closely with the local community groups to explore the full potential of the building—for example, by Uniformed Groups, and also for evening classes, sporting activities, community well being workshops, biodiversity projects, inter organisational projects etc.

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.

We have a 27 year track record in delivering excellent Social care in Midlothian, and a strong business model to ensure our ongoing sustainability and capacity for growth. Our childcare service is seen as an example of good practice throughout Midlothian and beyond. Over this time, we developed from one small after school club to 5 individual childcare settings in Loanhead, Roslin, Bilston and Rosewell, catering for over 600 children.

We also have experience of managing capital projects. We were a core partner in the development of the Kabin (now The Link) and oversaw the building project, worth £1.5million. We have now taken over the operation of this building.

Prior to that, we managed the refurbishment and extension of the Loanhead Community Centre and Community Garden. This was a £500k project.

We have also set up and run a very positive income generating charity shops which works closely with the local community in which it is based.

Our Board of Directors bring a range of skills and expertise, including banking, marketing, HR, business owners. Our chairperson is a senior manager for Quality and Safety Assurance with NHS Lothian. Our CEO, Irene Hogg, is a longstanding community activist with excellent local knowledge and commitment to the wellbeing of children and families.

We have excellent professional support from Social Enterprise Alliance Midlothian, Community Ownership Support Service (DTAS), Midlothian Voluntary Action and from the communities team in Midlothian Council.

We envisage that user groups would be their own key holders and take responsibility for the opening and closing of the building. The hires would be managed through LASC's central booking facility.

Electricity is the only heat source in the building and it must be considered that the current provision is out dated and inefficient. The plan is to replace the current facility with a more modern operation such as ground source heating. It is hoped that a discussion can be opened with the council as part of the asset transfer for support on improving or replacing the heating system. Current funding initiatives for greener energy provision will also applied to.

An official report through RES was completed in 2019. This scheme has now changed to Business Energy Scotland and will be who we revisit the scheme through. The aim is that this will provide access to the interest free loan and cash back/grant support.

It is likely that energy costs could increase from £9,240 – based on 14p/kWh when review was undertaken in 2019 to £21,120 – based on 32p/kWh in 2022. This is a key area we are assessing as carries the greatest cost. 2019 Electrical report has been included.

The plan is to explore funding opportunities as we have done for our previous projects to support wear and tear of the building. Funds raised from the user groups will also be re invested back into the building.

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 been engaging over the past several years with families in Roslin through our After School Club. The proposal to develop the use of the pavilion in the village has come about through their requests. A large number of families are members of the Roslin Village Group.

We have actively engaged with the Roslin Village Group, who have indicated their eagerness to work together in the future and have given their overwhelming support for this proposal and 2 of their very experienced trustees have been supporting us with this application. We plan to establish Roslin Hall Board who will be responsible for the governance of the building and feed into the main LASC Board from users groups of the building. 2 members of the group will be invited to sit on the LASC board of Directors.

We have undertaken a survey around the community, which has received over 50 responses. 94% of respondents have indicated their support for the project and for the creation of additional childcare in the village.

Respondents to the questionnaire made suggestions for additional uses of the building, including Scouts and Guides, Dance, Gymnastics, children's parties, a homework club, arts/crafts. All of these possibilities will be explored with partner organisations.

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 have proposed to pay £1 a year for the lease, but we will cover the running costs of the building.

The capital cost of extending and refurbishment of the building will cost roughly £350,000 (inclusive of professional fees). We are aware from the Roslin & Bilston Community Council and discussions with Lead Officer for Planning Obligations and Enforcement Planning, Obligations and Enforcement Planning Sustainable Growth and Investment Service that once the housing developments are complete there is anticipated to be circa £350k ring fenced for Community spending from Section 75 monies. Indications from the planning dept were that the preferred spend would be to extend the Pavilion and refurbish so we would be interested in exploring this funding avenue. The plan is to tap into funding that we have done for our previous projects to support wear and tear of the building. Funds raised from the user groups will also be re invested back into the building.

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 Irene Hogg
Address [REDACTED]
Loanhead [REDACTED]
Date 16/11/22
Position CEO Company Secretary
Signature [REDACTED]

Name Sue Gibbs
Address [REDACTED]
Date 16/11/22
Position Chairperson
Signature [REDACTED]

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: