



Community Empowerment (Scotland) Act 2015

Community Asset Transfer Request Form

IMPORTANT NOTES:

This form is for use by an Organisation wishing to request transfer of an asset from Glasgow City Council.

You should read the asset transfer Guidance for Community Transfer Bodies provided under the Community Empowerment (Scotland) Act 2015 before making your request. This form includes page numbers of parts of the Guidance that will help you to complete the form. We also provide additional information on our website.

When completed this form and accompanying documents (see checklist at end of this form) should be sent to:

communityassettransfer@glasgow.gov.uk

This is an asset transfer request made under Part 5 of the Community Empowerment (Scotland) Act 2015.

Section 1 Organisation Information

Please provide details of the Organisation making the request		
1.1 Name of Organisation:	Pollokshaws Area Network	
1.2 Address of Organisation (this should be the registered address, if you have one):	Postal address: c/o Pollokshaws Methodist Church 74 Shawholm Crescent Glasgow	
1.3 Contact Name:	██████████ (Chair) / ██████████ (co-ordinator)	
1.4 Position in Organisation:	See above	
1.5 Correspondence address:	As at 1.2	
1.6 Postcode:	G43 1HL	
1.7 Telephone Number:	██████████	
1.8 E-mail address: Do you agree that correspondence in relation to this asset transfer request may be sent by email to the email address given above?	contact@pollokshawsareanetwork.co.uk Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
1.9 Website Address (if applicable):	www.pollokshawsareanetwork.co.uk	
1.10 Please indicate what type of Organisation you are, along with the official number (if applicable): (see pages 11-15 of <u>Guidance</u>)	Company Limited by Guarantee and its company number is:	
	Scottish Charitable Incorporated Organisation (SCIO) and its charity number is: SC043728	X
	Community Benefit Society (BenCom) and its registered number is:	
	Voluntary or Unincorporated Organisation (no number)	
	Other Please specify:	
1.11 Please indicate what type of Community Transfer Body your are (see pages 11-15 of <u>Guidance</u>)	Community Controlled Body (see pages 11-14 of <u>Guidance</u>)	No
	Your Organisation been individually designated as a community transfer body by Scottish Ministers? (see pages 14-15 of <u>Guidance</u>)	

Please tick only one	If yes, please give the title and date of the designation order:	
	Your Organisation falls within a class of bodies which has been designated as community transfer bodies by Scottish Ministers? (see pages 14-15 of Guidance) If yes, what class of bodies does it fall within?	Yes Scottish Charitable Incorporated Organisation

Please **attach** a copy of the Organisation's constitution, articles of association or registered rules.

Section 2 Asset Information

2.1 Please provide the Name (if it has one), Address and Postcode of the asset.	132 Shawbridge Street (formerly Shawbridge Nursery)
2.2 Please provide the name of the Landlord or Owner of the asset	Glasgow City Council
2.3 Is the asset a Building or Land or both?	Both
2.4 Please provide the UPRN (Unique Property Reference Number) if known (This may be given in the authority's register of land)	Not known

Please **attach** a location plan of the asset, if available.

Section 3 Type of request, payment and conditions

3.1 Please indicate what type of request is being made: See Community Empowerment (Scotland) Act 2015 for relevant sections (also see pages 29-30 of Guidance)	For ownership (under section 79(2)(a)) – go to section 3.2A below	
	For lease (under section 79(2)(b)(i)) – go to section 3.2B below	X
	For other rights (section 79(2)(b)(ii)) – go to section 3.2C below	
3.2A – Request for ownership: What price are you prepared to pay	Proposed price: £	

<p>for the land and/or building requested? (see parts 11 and 12 of Guidance)</p> <p>(Please attach a note setting out any other terms and conditions you wish to apply to the request)</p>	
<p>3.2B – Request for lease: What is the length of lease you are requesting?</p> <p>How much rent are you prepared to pay? Please make clear what period this would cover, for example per week, per month, per year. (see parts 11 and 12 of Guidance)</p> <p>(Please attach a note setting out any other terms and conditions you wish to apply to the request)</p>	<p>5 years</p> <p>Proposed price: £ peppercorn</p>
<p>3.2C – Request for other rights: What are the rights you are requesting?</p> <p>Do you propose to make any payment for these rights?</p> <p>If yes, how much are you prepared to pay? Please make clear what period this would cover, for example per week, per month, per year.</p> <p>(Please attach a note setting out any other terms and conditions you wish to apply to the request)</p>	<p></p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Proposed price: £</p>

Section 4 Community Proposal

<p>4.1 Please set out the reasons for making the request and how the land and/or building will be used. (see pages 30-33 of Guidance)</p> <p>(This should explain the objectives for your project, why there is a need for it, any development or changes you plan to make to the land and/or building, and any activities that will take place there.)</p>
<p>Pollokshaws Area Network request this transfer to secure the land and building long term, for community use. This location is suitable for our purposes because it is in a visible and central location and we have a proven track record of the success of its use for this purpose.</p>

Pollokshaws Area Network is a Scottish Charitable Incorporated Organisation, established in January 2013. We operate in the G43 area of Glasgow and are run by a group of 7 trustees who are either local individuals or represent local organisations. We have a wider membership made up of local individuals, representatives from community organisations, voluntary and statutory organisations operating in the area.

The Network has occupied the building as a community hub for over 2 years and the surrounding ground which it has worked as a community garden for almost 5 years. During that period, we have developed activities which provide local people with opportunities to build their capacity, improve their health and well-being, improve their skills and knowledge, develop their self-esteem and confidence, to participate in community life and to take up volunteering and work opportunities. We currently run the following activities:

- Community garden
- Singing for Health- community choir
- Yoga sessions
- Easy exercise sessions
- Coffee n chat drop in
- A Needlecrafts group,
- Digital skills courses for people seeking work and for older people.
- Men's woodworking group

In amongst our regular weekly activities, we run a range of courses, workshops and classes, these have included: Cookery, sewing, holistic therapies, first aid, digital photography, community journalism etc.

We also run events, including: Annual community carnival, Information events, Community conference and Community carol concert.
In addition to this we have also organised and run Community clean ups.

Developing Work

The Network and partners including 2 local churches, the MSP's Office and Pollokshaws Adult Literacy project are currently seeking funding to run a local Support Project pilot. This came from the February Network meeting, where the lack of support was identified by several member organisations. A working group was set up and we plan to launch the pilot at the end of the Summer. The main contact for the project will be a weekly drop in where people can come for support to solve problems. We anticipate this to be around benefits, housing, accessing and negotiating services. This project will increase local capacity, participation and improve local opportunities for volunteering.

We are also investigating the possibility of developing:
the Community Garden further, for employment training on gardening and landscaping skills. We also plan to extend the number of beds so that we can offer fresh free veg to more people in the community

The hub is and has also been used by other partners for meetings and activities e.g. the local Community Council, Home-Start, the local Regeneration Group and the local MSP James Doman and MP Stewart McDonald

The building and land will continue to be used for community benefit as a Community Hub and Community Garden. We will consolidate current activities and develop new ones as appropriate to the needs of the community.

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

(This should explain how the project will benefit your community, and others.)

The benefits are numerous.

The area we serve encompasses Pollokshaws and Mansewood, Hillpark and Auldhouse to the south and south/west. The Scottish Index of Multiple Deprivation 2016 covers this area in 14 data zones, 3 of which are within the bottom 10% and one within the bottom 5%. These statistics translate into significant numbers of people within the community we serve, living in poverty, with poor health, poor educational attainment, low in self-esteem and confidence, with little or no opportunities within their community to improve their lot and poor community involvement

Furthermore in 2008, Shawbridge was designated as a Transformational Regeneration Area, which identified several key issues, including the concentration of unpopular multi storey flats and low rise properties and an identified lack of affordable family housing. While regeneration is largely welcomed in the community, the process is taking much longer than anticipated and although there is now some development being undertaken, the community still suffers from the results of large scale demolition, closure of services and amenities which began several years ago. There is a wealth of research which links poor physical and mental health with derelict land, not least the Scottish Government's resources e.g. Good Places Better Health (2008), Creating Places Initiative 2013. We have contributed towards the improvement of the environment. We have re-opened a previously boarded up, unsightly, disused building and have developed an attractive garden, which is used by many in the community, on a piece of ground which was overgrown and neglected. This has been welcomed by local residents who can now pass by and look upon a well-tended colourful piece of ground

We have had the opportunity to provide a community hub and garden and have gotten to know the community through the activities we have developed. We have witnessed the effects of the issues of low income, poor health, low educational attainment, low levels of engagement that the statistics indicate exist. We also know from speaking to participants and our member organisations and partners that there is widespread isolation and loneliness caused by numerous situations, such as unemployment, disability, mental health issues, being older, being a single parent with young children, being widowed, etc. Feedback, from participants indicates that we are helping to address these issues in a range of ways.

Pollokshaws has never had a dedicated community centre and although there has always been some level of community activity – people attending classes and sessions in local church halls, the library etc- there has never been a dedicated space, a place where people feel ownership and where they can develop their strengths and feel a real sense of connection. Feeling connected to the community where you live, reduces isolation, stress and fear and is a basic human need. We know from feedback from our participants that they are beginning to feel a sense of community spirit and connected to something bigger. We believe that as more housing is built in the area, a dedicated community space is vital to assist new residents to settle, meet their neighbours, build bonds and bridges and feel part of something. We believe that this is vital to the success of any community.

4.3 If there are any restrictions on the use or development of the land and/or building, please explain how your project will comply with these. (see pages 44-45 of [Guidance](#))

(Restrictions might include, amongst others, environmental designations such as a Site of Special Scientific Interest (SSSI), heritage designations such as listed building status, controls on contaminated land or planning restrictions.)

There are no restrictions that we are aware of.

4.4 What negative consequences (if any) may occur if your request is agreed to? How would you propose to minimise these? (see page 45 of [Guidance](#))

(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 consider that there are any negative consequences. We can see only positives for the community. An area with only houses and no community facilities is not viable as a healthy community. This hub not only offers a place where the local community can get involved and make a difference to their community, where they can meet other members of the community and build relationships and bonds in the community, a place where people can access support, activities, learning and volunteering opportunities, it is also a place where people feel ownership.

4.5 Please show how your organisation will be able to manage the asset and achieve your objectives. (see pages 32-33 of [Guidance](#))

(This could include the skills and experience of members of your organisation, any track record of previous projects, whether you intend to use professional advisors, etc.)

PAN is a strong organisation with a range of assets which ensure that we are able to continue managing and developing the building / land and projects we have established to date.

Our network coordinator has twenty plus years' experience of community development in both the public and voluntary sectors. She has been employed at PAN for three years and in that time has demonstrated her expertise through assisting us to develop, fund and deliver many activities, projects and events; funding and overseeing the refurbishment of the community hub; managing the day-to-day hub activities including supporting participants and volunteers; and developing our partnerships with other organisations in the community.

Our trustees are also experienced in running voluntary sector organisations – they are all involved in other community groups, and include people with wide experience of managing charities, including, for example, managing community or church buildings. Some have experience in business and finance (banking), and in the NHS (a nursing sister managing a busy A&E department), with transferable skills in people and resource management. They have worked together on Board training and development sessions to create the SCIO and to think through purposes and forward planning.

Alongside this, our participants bring a wealth of local knowledge and untapped expertise, and we encourage them to step up and get more actively involved in the Hub. For example, someone who used to drop in to the coffee mornings is now an essential part of the organising team for those coffee mornings.

Furthermore, PAN has a strong history of partnership working. It developed out of the original Integration Network which was set up in 2001 by local churches and voluntary groups who worked together with the support of the Scottish Refugee Council to welcome asylum seekers and refugees and assist integration. This meant working with grass-roots organisations, voluntary sector agencies, Council and Government departments, and the asylum seeking individuals and families who often presented with multiple complex issues. We offered practical help and emotional support, coordinated a range of services throughout the area and ran events like the annual carnival to bring local people and asylum seekers together to celebrate cultural diversity.

4.6 Please provide details of any partnership working arrangements in place with other organisations.

(Please include both current arrangements and proposed partner relationships and how these will impact on the service.)

We have continued in that network approach and currently bring together a number of grass roots organisations, local voluntary groups and statutory organisations including Pollokshaws Methodist Church, Greenview Evangelical Church, Eastwood Parish Church, Pollokshaws Parish Church, Auldhouse Community Church, St Margaret's Church, Pollokshaws Adult Literacy Project, Mansewood Community Centre, Home-Start Glasgow South, South West Community Cycles, Clyde College, NHS Health Improvement, Well Green Health Centre, Pollokshaws and Eastwood Community Council, the Local MSP James Dornan and Glasgow Life, on a monthly basis. These Network meetings mean that information is shared and everyone knows what the current issues are – it also prevents duplication as we know what each organisation's focus is and who is developing new work. It also allows us to continue to refine our shared vision, learn from one another and contribute experience and expertise to each other's projects. We also develop joint projects and activities.

As mentioned in section 4.1 the partners in the network are currently working on setting up a pilot Support Project, which is a sound piece of partnership working

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Section 5 | Support

<p>5.1 Please provide details of the level and nature of support for the request from your community and, if relevant, from others. (see pages 33-34 of Guidance)</p> <p>(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.)</p>
<p>We currently have over 400 registered participants with around 90 -100 using the centre over a week. We also have a range of members and partners (detailed above). Over the last 6 months we have discussed with all parties our proposal and updated them on the progress of this application. Over this time, we have had formal and informal discussions with individual groups, the wider network and at various activities and we know that we have their full support for this proposal.</p>

Section 6 | Financial Information

<p>6.1 Please outline how you propose to fund the price or rent you are prepared to pay for the land and/or building, and your proposed use of the asset. (see page 33 of Guidance)</p> <p>(You should show your calculations of the costs associated with the transfer of the land and/or building and your future use of it, including any redevelopment, ongoing maintenance, running costs and the costs of your activities.</p> <p>All proposed income and investment should be identified, including volunteering and donations.</p> <p>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.)</p>
<p>We have requested a peppercorn rent and so would not require any funding if our request is met. If a higher rent is requested we would cover this in the first year from our current IGF funding, from which we currently pay rent.</p>

6.2 Please provide a copy of your most recent accounts / income & expenditure		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
6.3 ONLY for organisations formed within the last twelve months unable to submit accounts:		
6.3a When was the organisation formed?	n/a	
6.3b What is your projected annual income for 2017/18?	£ n/a	
6.3c What is your projected annual expenditure for 2017/18?	£	
6.4 Does the organisation hold a bank account? If so please provide full details (name of Bank, address, sort code, account number etc.)		
Bank Name:	[REDACTED]	
Bank Address:	[REDACTED] [REDACTED] [REDACTED]	
Sort code:	[REDACTED]	
Account Number:	[REDACTED]	
6.5 Is your organisation currently in receipt of funding from any public body, Glasgow City Council, Big Lottery Fund or similar organisations? If so, please list these here with the amounts awarded and dates.		
Funder	Amount of award	Period of award
Glasgow City Council	£7,356	Till end March 2019
Glasgow Housing Association	£13,000	Till end March 2019
Big Lottery	£149,000	Till end March 2022

<p>6.6 How do you plan to finance any development or refurbishment costs, ongoing repair, caretaking, cleaning, maintenance, insurance, rates and other running costs? Please include details of any funding applications you have made, or intend to make.</p>		
<p>We have recently been awarded £149,930 over 4 years, starting 16th March 2018 to continue our Co-ordinators post, part funded in the first year and fully funded from 2019 for the remaining 3 years. We have just filled our part time admin post – start date 16th March. Our new employee is from the local community. The Wheatley pledge have indicated that as our new employee GHA better lives will also fund us again this year by £13,000. This funding will be a contribution towards activities, some office costs and any maintenance required. GCC have also confirmed IGF funding (Equalities) for another year at the current level of £7,356. This funds electricity, rent, maintenance, insurance, cleaning and some activities Our Grant from the Tudor Trust, which we have had for the last 3 years (£10,000 per year) will continue until Sept 2018 and contribute towards the Co-ordinator's salary.</p>		
<p>6.7 Please outline any contingency plans that you have in place.</p>		
<p>We have a small sub group of the trustees, who are currently researching sources of long-term funding for running costs for the hub and will be making applications over the next months or so.</p>		

Please attach a copy of your business plan, if available.

Section 7 Risk/Social Impact

7.1 Please outline whether any other organisation/business in your area will be affected by your proposals, how you will monitor the benefits of the asset transfer and what barriers or challenges to your project succeeding you have identified.

As described above we are a partnership organisation and so work closely with all other community organisations operating in the local area. They are aware of our plans and are supportive as they understand the need for and benefits of a locally run community facility in the area. With regard to local businesses, we do not anticipate any negative impact, however we do try to use local businesses if possible, when we need any specific services and we try to make sure that we buy supplies for the hub locally.

With regard to monitoring the benefits of the asset transfer, we will gather information about who uses this facility and the benefits they receive.

The challenges we currently face are the long term visions for planners for this area. Current plans are for houses only, no retail, no schools or community facilities. However, in keeping with Scottish Government policies around social isolation and loneliness, we would argue that a community facility such as ours, run for and by the community and where people can make genuine and lasting connections with their neighbours and other members of the community, is a vital facility for the area.

DECLARATION	
I confirm that the information set out in this Form, any appendices and any enclosed accompanying documents are correct.	
I confirm that if there are any significant changes to the application or the project/initiative, Glasgow City Council will be informed immediately.	
I confirm that the organisation will comply with any monitoring and evaluation requirements as required by Glasgow City Council.	
Where the Organisation provides any personal data (as defined in the Data Protection Act 1998) to the Council in connection with this, the Council will use that personal data for such purposes as outlined here. It may share that personal data with other regulators (including the Council's and Organisation's external auditors, HMRC and law enforcement agencies) as well as with the Council's Elected Members. The personal data may be checked with other Council Services for accuracy, to prevent or detect fraud or maximise the Council's revenues. It may be shared with other public bodies for the same purposes. The Organisation undertakes to ensure that all persons whose personal data are (or are to be) disclosed to the Council are duly notified of this fact.	
Where the Organisation processes (or will process) personal data (as defined in the Data Protection Act 1998), it hereby confirms that it has (or will acquire) a valid Notification with the Information Commissioner covering its processing of personal data, including in that Notification the disclosure of personal data to the Council. This requirement shall not apply if the Organisation is, by virtue of the Data Protection (Notification and Notification Fees) Regulations 2000 as amended, exempt from the requirement to notify.	
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.	
1st office-bearer	
Name:	[Redacted]
Address:	[Redacted]
Date:	14 th February 2018
Position:	Chair [Redacted]
Signature:	[Redacted]

2nd office-bearer	
Name:	[REDACTED]
Address:	[REDACTED]
Date:	14 th February 2018
Position:	Treasurer
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: CONSTITUTION SUBMITTED WITH ORIGINAL FORM

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

Documents attached: MAP SUBMITTED WITH ORIGINAL FORM

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: ~~NO~~ NO ADDITIONAL MATERIAL

Section 5 – evidence of community support

Documents attached: CURRENTLY COLLATING INFORMATION

Section 6 – financial information and business plan

Documents attached: NO BUSINESS PLAN / PLEASE ADVISE IF REQUIRE ACCOUNTS