



**COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015**

**SCOTTISH BORDERS COUNCIL**

**ASSET TRANSFER REQUEST FORM**

**IMPORTANT NOTES:**

**This is the asset transfer request form for Scottish Borders Council.**

**You do not need to use this form to make an asset transfer request, but using it 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 and when completing this form. This form includes page numbers of parts of the guidance that will help you to complete the asset transfer request form. This does not replace reading the full guidance as some areas appear in more than one section of the guidance.**

**We strongly recommend that you contact Scottish Borders Council and discuss your proposals with us before making an asset transfer request.**

**You can phone us on 01835 826626, or email us at [communityengagement@scotborders.gov.uk](mailto:communityengagement@scotborders.gov.uk)**

**When completed, this form should be sent to:**

**Asset Transfer Requests  
Communities & Partnerships Team  
Scottish Borders Council  
Newtown St Boswells  
MELROSE TD6 0SA**

**[communityengagement@scotborders.gov.uk](mailto:communityengagement@scotborders.gov.uk)**

**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 (pages 11-15)**

1.1 Name of the CTB making the asset transfer request

Selkirk Regeneration Company

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

Postal address: [REDACTED]

Postcode: [REDACTED]

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: [REDACTED]

Postal address: [REDACTED]

Postcode: [REDACTED]

Email: [REDACTED]

Telephone: [REDACTED]

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 show agreement)*

*You can ask Scottish Borders Council to stop sending correspondence by email, or change the email address, by letting us know at any time, as long as 5 working days' notice is given. (see page 29)*

1.4 Please mark an "X" in the relevant box to confirm the type of CTB and its official number, if it has one. (see pages 11-15)

X	Type of Community Transfer Body	Official/Charity or Registered number
x	Company	SCO37397
	Scottish Charitable Incorporated Organisation (SCIO)	
	Community Benefit Society (BenCom)	
	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? (see pages 14-15)

No

Yes ✓

Please give the title and date of the designation order:

02/07/2009 Ref ZLA/15/1

1.6 Does the organisation fall within a class of bodies which has been designated as community transfer bodies by the Scottish Ministers? (see pages 14-15)

No

Yes ✓

If yes what class of bodies does it fall within?

Section 34(4)

**Section 2: Information about the land/building and rights requested**

2.1 Please identify the land/building 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 Council's register of land, please enter the details listed there. (see pages 20-21)*

*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. (see pages 29-30)*

14 - 18 Chapel Street  
Selkirk  
TD7 4JY

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

*This is listed in Scottish Borders Council's register of land/buildings*

UPRN: SK008/01

**Section 3: Type of request, payment and conditions**

3.1 Please tick what type of request is being made (see pages 30-31):

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/building requested? (see pages 47-54)

Proposed price: £ 55,000

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? (see pages 30-31)

How much rent are you prepared to pay? Please make clear whether this is per year or per month (see pages 47-54):

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? (see page 31)

Pending Grant Funding

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 (page 31)

*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 building would be used as a base for the Selkirk Community Shed. Community (Men's) Sheds have been developed throughout Britain and the Western World.

In Scottish Borders Region we have to our knowledge 5 established Sheds and 3 more including Selkirk, being planned.

Traditionally retired men form the main group of membership and engage in a range of woodcraft/repair hobbies and activities. Each Shed though develops it's own identity and range of activities and membership in line with their own community need and want.

There is very clear evidence about the benefit of Sheds upon the lives of individual's and communities. (google Age Concerns "Men's Shed Health and Wellbeing Survey May 2017", for some very up to date information upon the benefits of Sheds in Scotland).

Our work thus far in Selkirk suggests that some of the mainstream activities we see at other established Sheds would be welcomed at Selkirk - Wood turning/craft; small repair of household item's and furniture; toy making; stick making; to name a few. We also have some ideas on project's specific to Selkirk - a community small repair service; community garden (if land adjoining); cycle repair and "recycling" old unwanted bikes: community projects....(E.G bespoke planters): knitting ninja's (knit/sew/natter group); wellbeing & health activities based at the Shed for Shed members and their "friends".

The Selkirk Community Shed is planning to be a facility accessible to all ages and abilities, men and women.

#### Selkirk Community Shed Objectives

1. That all members have access to opportunities for increased citizenship and community development through membership of the shed.
2. Developing and Supporting the activities of the Community Shed within Selkirk, the Borders and throughout Scotland and the UK.
3. Representing the interests of members and their community.
4. Providing grassroots community based service for members and the wider Selkirk community.
5. To advance opportunity and education for members and the wider community, across a range of interests, hobbies and activities that could be reasonably pursued under the Selkirk Community Shed auspices.

## Benefits of the proposal

4.2 Please set out the benefits that you consider will arise if the request is agreed to (pages 31-33, 42-44)

*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.*

Research certainly points toward difficulties with isolation and increased mental health issues for retired men in particular. The Community Shed would look to provide a focus and the means for healthy activities that have purpose and positive outcome's.

Offering access to people with mental health, physical and/or learning disabilities would be a goal of the Selkirk Shed, facilitating the opportunity to develop relationships and participate in "fun" activities and hobbies.

Establishing and maintaining good creative links with other organisations who impact upon the town and its people E.G - Walk It; Open Door; Haining Trust; Philiphaugh Community Centre; Live Borders; Selkirk Rugby Club to name but a few.

Creating a project that is sustainable and reflecting the needs and wants of the Selkirk community and.....

Creating an environment that is welcoming of all and that reflects the charecter and identity of Selkirk is a prime goal.

Just 3 of the Shed based projects we have envisaged are good examples of the benefit that might be gained -

1. Community Small Repair service.
2. Community Garden.
3. Wellbeing and Health program.



**Restrictions on use of the land or building**

- 4.3 If there are any restrictions on the use or development of the land or building, please explain how your project will comply with these (page 33)

*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.*

None Known

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**Negative consequences**

- 4.4 What negative consequences (if any) may occur if your request is agreed to? How would you propose to minimise these? (page 33)

*You should consider any potential negative consequences for the local economy, environment, or any group of people, and explain how you could reduce these.*

None Known

## Capacity to deliver

- 4.5 Please show how your organisation will be able to manage the project and achieve your objectives (pages 33-34)

*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.*

Selkirk Community Shed will benefit from the ongoing support of Selkirk Regeneration Company who have good experience and history in project development and attracting grant funding.

Within the membership of the Community Shed group and its "friends" we have an eclectic mix of skills and professions upon which to call for advice and support, ranging from joiners; builders; engineers; surveyors; electricians; community support workers; health workers; financial/bankers, some retired some still working.

We already have good links with the other established sheds in the Borders and benefit from their generous practical support and experience.

We are members of the Scottish Borders Men's Shed Forum and the Scottish Men's Shed Association, these have proved invaluable source's of support and ideas thus far.

We have recently established links with Scottish Borders Community Engagement Team and will look to develop this relationship.

We already have a good relationship with the Local Area Co-ordination team and will look to work with them and other teams E.G LASS; Doing Well; Healthy Living Network, to engage their support and work together where appropriate.

The Selkirk Community Shed group are an able collection of retired/semi- retired/ working individuals who bring a wide range of skills and experience to the table, sharing the common goal of establishing the Community Shed in Selkirk.

## 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 (page 34-35).

*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.*

In February 2016 a public meeting was held in Selkirk to gauge interest in the formation of a Shed in Selkirk.  
Over 40 people attended the meeting that day with 31 people "signing up" on the day to further involvement and information.  
We have maintained a flow of information to these people and added a small number to that list as word spreads of the proposed project (this against the backdrop of the struggle to find an appropriate base).  
The Selkirk Regeneration Company (SRC) has been supportive from 2015 when first approached and maintain a commitment to the project. SRC has members who will play a part in the work of both SRC and Selkirk Community Shed.  
We have joined the Scottish Borders Shed Forum and the Scottish Mens Shed Association.  
We have an established link with Philiphaugh Community Centre, Selkirk Rugby Club, Open Door and Live Borders, where we envisage sharing not just members but activities, ideas & information.

## Section 6: Funding

- 6.1 Please outline how you propose to fund the price or rent you are prepared to pay for the land or building, and your proposed use of the land or building (page 34).

*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.*

Pending Grant application to Scottish Land Fund.

We are also actively exploring grant application to Age Concern Scotland; Aviva Awards; Robertson Trust; Co-op Community Awards; Sainsburys Community Awards.

Almost exclusively as you are probably aware, these awards require a property upon which to plan/project expenditure etc. We have only very recently been made aware of the Chapel St property.

## 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 (page 36)

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:

SRC Constitution

#### **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: