



## 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](mailto: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:	<b>Friends of Broomhill Avenue Greenspace</b>	
1.2 Address of Organisation (this should be the registered address, if you have one):		
1.3 Contact Name:	[REDACTED]	
1.4 Position in Organisation:	<b>Deputy Chairman</b>	
1.5 Correspondence address:	[REDACTED] [REDACTED]	
1.6 Postcode:	[REDACTED]	
1.7 Telephone Number:	[REDACTED]	
1.8 E-mail address:	[REDACTED]	
Do you agree that correspondence in relation to this asset transfer request may be sent by email to the email address given above?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
1.9 Website Address (if applicable):	<a href="http://www.broomhillavenuepark.com">www.broomhillavenuepark.com</a> <a href="https://www.facebook.com/broomhillavenuepark/">https://www.facebook.com/broomhillavenuepark/</a>	
1.10 Please indicate what type of Organisation you are, along with the official number (if applicable): (see pages 11-15 of <a href="#">Guidance</a> )	Company and its company number is:	
	Scottish Charitable Incorporated Organisation (SCIO) and its charity number is:	
	Community Benefit Society (BenCom) and its registered number is:	
	Unincorporated Organisation (no number)	X
1.11 Has your Organisation been individually designated as a community transfer body by Scottish Ministers? (see pages 14-15 of <a href="#">Guidance</a> )	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	

If yes, please give the title and date of the designation order:	
1.12 Does your Organisation fall within a class of bodies which has been designated as community transfer bodies by Scottish Ministers? (see pages 14-15 of <a href="#">Guidance</a> )	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If yes, what class of bodies does it fall within?	Community controlled body

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	<b>Broomhill Avenue Greenspace, G11 7AE</b>
2.2 Please provide the name of the Landlord or Owner of the asset (if you know it)	<b>Glasgow City Council</b>
2.3 Is the asset a Building or Land or both?	<b>Land</b>
2.4 Please provide the UPRN (Unique Property Reference Number) if known (This may be given in the authority's register of land)	<b>Not Known</b>

## Section 3 Type of request, payment and conditions

3.1 Please indicate what type of request is being made:  See <a href="#">Community Empowerment (Scotland) Act 2015</a> for relevant sections (also see pages 29-30 of <a href="#">Guidance</a> )	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	<b>X</b>
	For other rights (section 79(2)(b)(ii)) – go to section 3.2C below	

<p>3.2A – Request for <b>ownership</b>: What price are you prepared to pay for the land and/or building requested?</p> <p>(Please <b>attach</b> a note setting out any other terms and conditions you wish to apply to the request)</p>	<p>Proposed price: £</p>
<p>3.2B – Request for <b>lease</b>: 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.</p> <p>(Please <b>attach</b> a note setting out any other terms and conditions you wish to apply to the request)</p>	<p><b>25 Years</b></p> <p>Proposed price: £ 100 per year</p>
<p>3.2C – Request for <b>other rights</b>: 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 <b>attach</b> a note setting out any other terms and conditions you wish to apply to the request)</p>	<p><b>None</b> – usual rights associated with leasehold tenure</p> <p>Yes <input type="checkbox"/> No x<input checked="" 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 <a href="#">Guidance</a>)</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>The Land is currently used by the community as open green space, and is maintained by the constituted community Friends group, “Friends of Broomhill Avenue Greenspace”&gt; GCC has in the past stated a desire to declare the land surplus to operational</p>

requirement, and in order to keep the land for community use, we would like to lease the space. We have put considerable time and effort into maintaining and improving the site, and wish to continue this positive work for the community.

4.2 Please set out the benefits that you consider will arise if the request is agreed to. (see pages 30-33, 41-43 of [Guidance](#))

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

A valued community asset will remain in community hands, and allow the community to improve it.

The broad aim of the Friends group is to improve the environmental benefits of the space. Having a lease on the land will allow us to invest in tree planting in order to improve the air quality around the site, which is adjacent to the Clydeside expressway. We would also continue the process of installing bird nest boxes and bat boxes, providing insect habitats (e.g Bug Hotels) to improve the biodiversity in the site.

Having a lease would also allow us to invest in seating for the space, which would increase the community value and provide a social space for further community events. There are also potential educational benefits. We have, for instance, had an expression of interest from local primary teachers that the space could be used as outdoor classroom for topics such as “creepy crawly’s” which fits well with our environmental/biodiversity goals.

Securing the site for long term community use will also provide substantial benefit for new residents who will be moving into homes in the converted Balshagray primary school in the “Broomhill Atrium” development. These properties do not have gardens, and the having open community greenspace could be invaluable for these new residents.

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 known restrictions on the activities and use that we intend for the site.

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.)

There are no anticipated negative consequences to our request being agreed to.

Our proposal would see the land used as open community space as it has been for as long as anyone local can recall. There is no downside to this.

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.)

The Friends group has already been carrying out most of the tasks require to manage the asset.

Management and maintenance of the asset is very low key. Due to the work our group has already carried out, the basic maintenance of the site would only involve grass cutting, and litter picking. We have been working with Community Safety as Neighbourhood Improvement Volunteer to manage the litter. Group volunteers will carry out Grass cutting and the equipment hire has been costed at £25 per month.

The membership of the Green space group has administrative and community development experience to manage the project.

**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 been working closely with Broomhill Community Council who are fully supportive of our aims and objectives. We intend to begin working with the RSPB in order to enhance our biodiversity objectives and to assess the impact of the work that has already been conducted.

We also have a very good relationship with a local business “The Edge Gym” who have been using the space for outdoor training sessions for their clients.

We have also worked with Sandy Road Community Garden on a couple of projects, including the building of our Bug Hotels.

## **Section 5 Support**

**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](#))**

(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.)

The direct community affected by our proposals are the residents of Broomhill Avenue, Broomhill Terrace, and Broomhill Drive

As a group we have spoken to members of the community who use the site to discuss the aims and objectives for the site. Support has been almost universal.

Beyond the committee members we have around 30 group members, and a Facebook page with around 200 likes and a post reach of around 1000.

We have held a number of community events on the space, such as bulb planting days, and a Halloween pumpkin carving day, all of which have been well attended.

Our petition to reject proposal to have the site disposed of for development gained almost 1000 signatures.

We have the support of Broomhill Community Council, our MP Carol Monaghan, as well as MSP's Bill Kidd and Patrick Harvie.

We also have had historic support from many of our councillors, and are currently supported by Victoria Park ward councillors, Maggie McTernan, and Feargal Dalton.

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## Section 6 Financial Information

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](#))

(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.)

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.)

Rent will be paid through donations, member subscriptions and grants, and crowd funding where applicable. This will also cover the basic maintenance of the site.

The maintenance and running on the site is very low key and at it's basic involves grass cutting, and litter picking.

Grants will be sought for the environmental improvements we intend to carry out, e.g tree planting.

We have an active, regular pool of around 10 volunteers who have been comfortably performing all maintenance, except the grass cutting up until now.

6.2 Please provide a copy of your most recent audited accounts

Yes  No

6.3 ONLY for organisations formed within the last twelve months unable to submit full audited accounts:

6.4 When was the organisation formed?

6.5 What is your projected annual income for 2017/18?

£

6.6 What is your projected annual expenditure for 2017/18?

£

6.7 Does the organisation hold a bank account? If so please provide full details (name of Bank, address, sort code, account number etc.)

Bank Name:

██████████

Bank Address:

██

Sort code:

████████

Account Number:

██████████

6.8 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





There are no other organisations in our area who will be affected by the proposal. Environmental improvements and improvements in the usability of the space by including seating, for example, will provide benefit for the whole community.

## Section 7 Declaration

### 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.

#### 1<sup>st</sup> office-bearer

Name:

[REDACTED]

Address:

[REDACTED]

Date:

20 July 2017

Position:

Deputy Chairman

Signature:

<b>2<sup>nd</sup> office-bearer</b>	
<b>Name:</b>	[REDACTED]
<b>Address:</b>	[REDACTED]
<b>Date:</b>	20 July 2017
<b>Position:</b>	Chairman
<b>Signature:</b>	

## 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

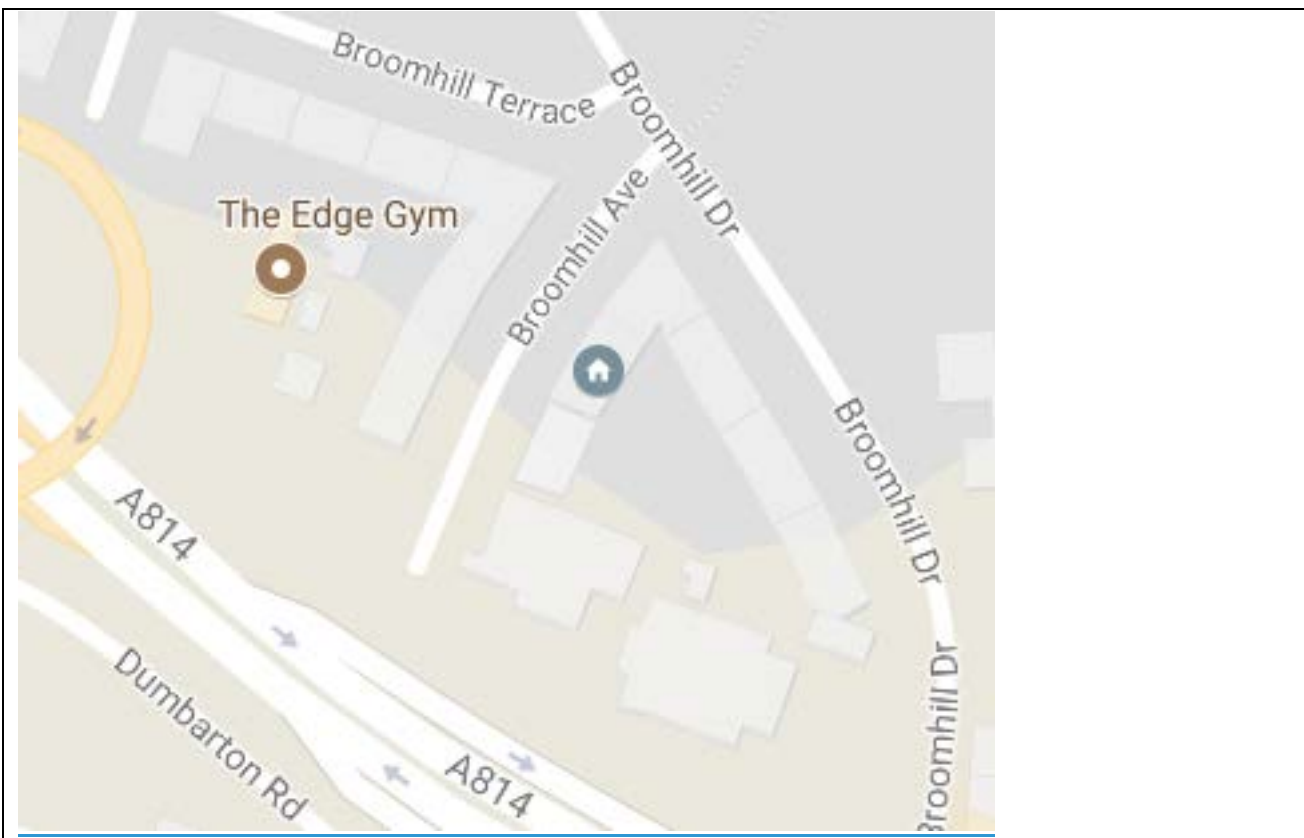
Title of document attached:

FO Broomhill Avenue Constitution March 2010

### 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 – financial information**

Documents attached: