

## Stage 2: Full Application

This is an Asset Transfer Request in terms of Section 5 of the Community Empowerment (Scotland) Act 2015.

Before completing this application please ensure you have read:

- Scottish Government Guidance for Community Bodies; and
- Fife Council Guidance for Community Bodies

### About the Property

**Property Name and Address** (see section 5 in the Guidance Notes)

Ore Park, Clune Terrace, Glenraig, Fife, KY5 8AB  
Map co-ordinates 56.144175,-3.323692

### Section A – About the Proposal

(see Section A in the Scoring Matrix)

Please provide a brief outline of your proposed initiative (see section 2 in the Guidance Notes). A description of the aims and objectives of your proposal and a description of the service and community benefit that you propose to deliver.

**The group is asking Fife Council to grant a 25 year lease with a purchase clause, which may be triggered in year 5. The group propose a rental which is conducive to what they are trying to achieve, thus would look for this to be in the region of £300-£500 per annum, with a £5,000 purchase price at year 5.**

The Ore Park facility will be maintained and operated by the Fife Sons of Struth Football Academy and will be the catalyst which allows the group to deliver an accessible recreational facility in one of the most deprived areas of Fife. At the core of the group's activities will be football provision, allowing local youngsters the opportunity to participate and become the best they can be whilst encouraging a healthier lifestyle to the wider community through a programme of recreational activity. Community consultation has shown that the academy, can become a community hub which offers opportunities for all, as well as services to combat a host of social issues in the wider community.

Ownership of the facility will allow establishment of a sporting facility which will in turn will allow local youngsters to fulfil their potential. Walking football, social 5 a side, opportunity to access a wide range of sports in line with demand as well as meeting space, and social space with a kitchen will also be made available.

The group aims to provide a community facility, which can be used to provide opportunity to address social issues and encourage people to lead a more active, healthier lifestyle.

**The demand/need for the proposal and why it is required.**

Consultation has confirmed the widely-held belief that there is a need for recreational facilities to enhance provision within this area. So far 651 people returned our questionnaires with 99.8% fully in favour of this project. Improving opportunity for young people in a recognised area of deprivation, alongside delivering community initiatives aimed at enhancing the life conditions of local residents, addressing social issues and reducing barriers has wide spread support.

In terms of sporting provision, our group are finding it increasingly difficult to accommodate the number of young people who are expressing a wish to participate in our football activities, and can no longer grow to meet demand. We therefore need to secure suitable premises with land and pitches which will meet our current demand and be flexible enough to allow growth in line with identified demand.

The business plan contains detailed analysis of the feedback provided by local people who have given their opinion on this proposal.

**Why you require the asset in order to deliver your proposal and what difference this will make to delivery of services in your area.**

Securing this asset will allow provision of recreational facilities which will enable the group to provide appropriate, safe opportunity for participation in sport and wider community activities. More young people will be able to take part, regardless of their social background, older people will have opportunity to participate in a more active and healthier lifestyle, communities can come together reducing isolation, and loneliness and creating a sense of worth and belonging.

There are no facilities similar to our proposal within this area, and all we offer is additional to existing provision. We anticipate that the services and opportunities offered will grow in line with community aspiration over the coming years.

**If already operational, provide details of the anticipated additional activity or outputs resulting from the acquisition of the property.**

The site is in an unused and in poor condition and has been unmaintained for the last 4 years and it is not suitable for the proposed activity in its present state.

The Academy currently rent space at the Lumphinnans Sports Hub but it is now apparent that this venue can no longer accommodate the numbers of young people who want to participate.

**Your experience in delivering the services.**

The Fife Sons of Struth Football Academy has operated within the Cowdenbeath Ward area for 4 years and in that time have seen steady and sustained growth, both in terms of coaching volunteers and participants. While at this time the group have not been in a position where they have managed such an asset, the skills of the individuals who sit on the Executive Board are varied and appropriate to take on such a responsibility. These are detailed in the attached business plan.

**Other similar projects or services available in the area.**

Whilst there are various other football teams in the area, there is also significant demand. Each team tends to concentrate on developing pitches/pavilions etc for their own members whereas we propose to create a facility which will offer opportunity for all, which will offer a wider sporting benefit and one which has the potential to be a vibrant community hub.

**Section B – Wider Support & Wider Public Support**

(see Section B in the Scoring Matrix)

**Community Consultation** (see section 3 in the Guidance Notes) – The Community Empowerment Act requires that the local community be consulted before an asset transfer application is submitted.

**Please demonstrate there is sufficient support from the local community. You should also consult community partners and local councillors. Please evidence any stakeholder consultation.**

Extensive community consultation has been undertaken, both within the geographical community and the wider community of interest. This was done both electronically and using paper questionnaires. The findings are reported in full in the business plan. To date there have been 651 responses which have been analysed but the process is ongoing.

**Please detail any partnership arrangements and state if these are required to deliver the project successfully.**

The group have ongoing partnerships with:

- SFA
- Coerver Coaching Training

Whilst neither of these is essential to project delivery, both enable a credible, professional pathway to individual development where young people can fulfil their potential.

If successful in securing the land, we would look to create further partnerships within our local community and would liaise with schools, youth groups, community councils, other council initiatives such as Fife Cycle and Lochore Meadows. Partnership initiatives with services such as Police Scotland will be developed.

**Please demonstrate how you will take into account the different needs of the community, including addressing inequalities.**

This project aims to take all reasonable steps to make the facility and any services, and activities run from it to be as accessible as possible. Therefore the building will be designed with all abilities access and facilities from the outset. Other potential barriers have also been identified and mitigation discussed.

- Transport – community mini bus purchased. Volunteer drivers trained so that access to the facility and safe transport home again is not a barrier
- Financial hardship – there will be a community chest type of support established where support can be given discreetly to remove this barrier to participation
- Equipment – a Kit library will be implemented where all members will have access to recycled clothing and footwear. Therefore there will be no stigma attached and it creates a level platform for all participants

Advice and support received (see section 4 in the Guidance Notes) – Provide details of any organisation, including the Council, you have approached to seek assistance in developing your project and application.

- Fife Voluntary Action – establishment of an appropriate legal structure to undertake the process, guidance through the CAT process, support with consultation and business planning
- Fife Council – guidance through the CAT process from policy officer Tricia Galfskiy

## Section C – Impacts / Benefits

(see Section C in the Scoring Matrix)

Demonstrate whether and (if applicable) how the proposal will promote or improve:

- Economic development
- Regeneration
- Public health
- Social well-being
- Environmental well-being
- How will the proposal reduce inequalities?

### Economic Development

- If the project develops in line with forecasts, employment opportunities are likely to result.
- The Academy is likely to bring people into the area who may spend money in local businesses
- Providing volunteering opportunities will help reduce isolation, build skills, confidence and help get people back in to employment;

### Regeneration

- Bringing this derelict site back to life means the area is more attractive, this is especially important as it is located on the main gateway for visitors to the adjacent Lochore Meadows Country Park
- Improvement and maintenance of this site will make the area safer
- Significant visual improvement to the area

### Public Health

- The area will be safer due to steps being taken to remove current dangers
- Access to wide ranging sporting participation for all ages and abilities encourages a healthier, more active lifestyle
- Accessible and inclusive, the new facility will offer a programme of activities which will address social issues in a practical and real way, which will allow people to access services and help which may improve their living conditions

### Social Wellbeing

- The facilities will allow a sense of belonging to be developed
- Creating a sense of team spirit and responsibility in these youngsters leading to less anti-social behaviour in the wider community, reducing fear and strengthening intergenerational relationships.
- Encouraging young people to become active citizens within their communities

### Environmental well-being

- The new pavilion will use green energy and renewables as far as possible thus minimising the carbon footprint of the building.
- The impact of any Floodlighting shall be mitigated by looking at ways to minimise light pollution in partnership with appropriate environmental agencies.

### Reducing Inequalities

- Sympathetic building design with all abilities access and facilities
- Access to practical support to enable participation as highlighted
- A wide programme of sporting opportunity available to all

## **Section D – Organisational Viability**

(see Section D in the Scoring Matrix)

### **Demonstrate any previous experience your organisation has in managing an asset, including awareness of relevant legislation.**

Up to this point the group have hired space in order to carry out its activities. In the last 18 months they have been actively investigating and pursuing ways in which a long term solution to the provision of community facilities in this area can be reached, and believe that the Community Asset Transfer scheme is now the best option. The workload on a group of willing volunteers has been significant and it is testament to their conviction and belief in this proposal and the benefits it can bring that they have persevered.

The group, in this process have:

- Explored legal structures which would be appropriate for a group taking forward a project of this scale;
- Been instrumental in tailoring articles to suit the group and set up a company limited by guarantee, registering this with Companies House in line with legislation
- Explored the Community Empowerment (Scotland) Act 2015 and understood the process in applying under this legislation
- Applied to the local authority using this legislation
- Undertaken community consultation
- Written a business plan outlining their proposal and exploring its feasibility and sustainability

Although this proposal represents a significant challenge, the members of the group know that they have the knowledge, skills and understanding to effectively manage the proposed facility for the benefit of the community.

### **Demonstrate any previous experience your organisation has in delivering the community benefit.**

The group has, for the last four years, been delivering sporting activity within this area. The growth over that time has been significant and is now at capacity for the amenities available.

Please state the names, skills and experience of the individuals who intend to deliver the proposal.

The Board of Directors, who are elected by the membership currently are:

[REDACTED] is a local businessman who has been in the building trade for over 30 years. He has extensive knowledge of running several large businesses, tendering for projects and delivering large scale developments, on time and on budget, including working in partnership with the Local Authority to deliver 400 social houses over the past 3 years.

He is a strong supporter of local communities, actively contributing to a wide variety of charities and good causes, with a particular interest in young people, education, sport, the elderly, vulnerable and isolated. He is passionate about fulfilment of potential and strives to enable individuals to pursue their dreams.

[REDACTED] has an abundance of experience around working with people, supervising staff in his own job and engages well with other people. He is committed to the development of grassroots football and attends multiple training sessions per week. He is very hands on and enjoys seeing the growth in players. He is instrumental in the founding success of the group and is committed to providing a pathway so young people have a chance of fulfilling their potential by providing the access to participation.

[REDACTED] is involved with large scale manufacturing business, where he oversees contracts, staff and project delivery. He has been involved in Fife Sons of Struth Football Academy since the beginning and is actively engaged with the coaches and young people who participate. He has been instrumental in securing small pots of funding for kit and equipment for the group in the past, and therefore will make a great liaison officer between the executive board and the delivering coaches and management committee.

[REDACTED] background lies in project management with experience in co-ordinating and controlling delivery of plans for several large projects. He has experience in personnel management, project delivery and has strong organisational and interpersonal skills.

Eric was a professional footballer in his younger days and enjoys being actively involved in developing young talent.

The Articles allows for co-option to the Board which will be used to fill identified skill gaps and therefore support the effective operation of the group.

Sitting underneath this board as a sub-committee will be an **Operational Management Board** which will undertake the day to day management of the facilities. This will be made up from a variety of individuals including, but not limited to, coaches, parents, players and supporters and will be responsible for delivering a specific remit, which will include:

- Developing and providing the grass roots football training sessions therefore giving young people the opportunity to participate in the sport of football;
- Investing in their coaches and other volunteers offering a training program so they can improve their training, coaching and mentoring skills;
- The development of pathways which will allow young people to join and participate at any level and then follow a progressive path to ensure they realise their full potential;
- Creating and maintaining relationships with lead partners to develop training sessions which make football fun, creative and improve their skills, knowledge and understanding;
- Offer an opportunity to participate in other identified activities through an active community programme; and
- Achieving wider community involvement, encouraging the members to participate in community events and become active citizens.

**Have you identified the number of employees or volunteers available to run/maintain the asset? Please state the names, skills and experiences of those individuals.**

Current Operations have not necessitated recruitment of volunteers whose primary responsibility is asset maintenance. However, the Board is aware of a significant number of volunteers who have the appropriate skillsets needed to effectively do this. As soon as an asset is acquired volunteer role descriptions will be finalised and the posts filled, thus ensuring smooth operations.

This will include, but not be limited to: ground maintenance, booking/facility co-ordinator, cleaner/caretaker, and other roles which will become apparent.

**Provide evidence of your governance and decision making processes in relation to the asset and delivery of the services including finance, book keeping, emergencies, compliance with legal and safety issues. Evidence that you have a clear process for decision making including room/hall bookings, dealing with problems, compliance with legal issues e.g. health & safety.**

At present there has been no need to have such a diverse service delivery structure. However our articles of association provide a robust framework within which we operate. I have included a copy in which you will find information on financial processes and procedures, decision making and broader governance.

Should the asset be acquired, policies will be developed and adopted which support and underpin this governing document. These will include health and safety, equalities, volunteer policies, complaints and grievance procedures, data protection, etc.

**Demonstrate that you understand what is required in relation to managing an asset e.g. insurances, ongoing maintenance, budgeting for major repairs, health & safety, electrical testing, firefighting, legionella testing.**

The projected finances in the business plan have included the major elements involved in running such a facility. Sitting on the board is a significant level of experience in the building trade and we have therefore included provision from the outset, in the forms of sink funds and contingencies, to deal with expected and unexpected expenses.

**Provide evidence of your monitoring arrangements to monitor the success of the proposal and delivery of its likely objectives.**

Fife Voluntary Action have been supportive of our journey thus far. They have agreed to continue this support throughout the project build and service delivery phases. They will support the group to carry out further consultation and community engagement exercises to assess the impact of the facility and the benefit to the wider community.

## **Section E - Financial Information**

(see Section E in the Scoring Matrix)

**You need to identify all the resources required to deliver and sustain the proposal.**

**Business plan and cash flow forecast** - Please provide a full business plan and cash flow forecast for the next 5 years showing both capital and revenue income and expenditure. If the organisation has a separate business plan, this can be attached to the application and a summary of the details provided here.

At this stage, it is impossible to provide an accurate 5 year cashflow for a project which is dependent upon securing this identified site. The group does not feel that it is responsible to waste funds having plans drawn up at significant cost for a building which is not yet a certainty. Once the land is secured, further consultation will happen in the community, feedback will be incorporated into any design making it fit for purpose and flexible enough to meet the community's needs.

However, the business demonstrates the immediate anticipated costs and how they will be met.

**What funding has the organisation obtained so far?**

Funding source:  
Date of application:  
Amount received:  
Capital funding  and/or Revenue funding

**What funding has been applied for but a decision has not yet been received?**

Funding source:  
Date of application:  
Amount received:  
Capital funding  and/or Revenue funding

**Other sources of funding the organisation has access to (e.g. voluntary donations, borrowing).**

Club funds will allow initial rental costs to be met. A sponsor has offered to support the group's activities with an annual donation as detailed in the business plan. The capital build will be funded through a package of externally sourced awards. These are detailed on Appendix 3.

**Identify resources for long term sustainability of the proposal and the future maintenance of the asset eg future funding and self-financing arrangements.**

The projected figures in Appendix 2 show that generated income and secured external funding will combine to create a positive cashflow by the end of year 2.



**Section F – Property**

(see Section F in the Scoring Matrix)

<p>Please specify if you wish to: Lease [ x ] or Purchase [ ] the asset.</p>
<p><b>Value – Have you sought an independent financial assessment of the value of the building / land? If so, please identify the source and the estimated value.</b></p> <p>Fife Council Estates department were asked for a valuation of the land and pavilion but have not provided written confirmation on this. The group has therefore been forced to pay for an independent assessment to be carried out. This was undertaken by McGregor McMahon Consulting Engineers.</p>
<p><b>Purchase price – State the price your organisation is willing to pay to acquire the asset.</b></p> <p>£5,000 purchase price, to be paid in year 5. Annual rental of £300-£500 until this time would be sought.</p>
<p><b>Annual Rental</b></p> <p>Please state the:</p> <p>Proposal annual rental: £300-£500 Duration of the lease: 25 years Any other special lease terms required: purchase clause in year 5 which may be triggered.</p>
<p><b>If you are requesting a discount please demonstrate why the asset should be transferred at less than best consideration. Attempt to quantify in financial terms the benefit to the community as a result of the acquisition.</b></p> <p>As we have no written confirmation of best consideration, we are unable to ascertain whether the purchase price is discounted or not. We feel that the potential benefit to the sporting and wider communities far outweighs the monetary value of this derelict land, with limited use. This provides clear evidence of the scale of potential public benefit from group ownership of this area.</p>
<p><b>Is the asset currently used or occupied by the Council or another party? Please state whether you have made any investigations to current use/occupation.</b></p> <p>no</p>

## Section G - Local and National Outcomes

(see Section G in the Scoring Matrix)

How will the proposed benefits of the asset transfer request contribute to achieving the Council's outcomes? See Plan for Fife.

- Thriving communities
- Healthier, more active communities
- Community empowerment and communities taking on responsibility for service delivery
- Fife as an end destination for tourism, sport and culture

How will the proposal impact on the Council's own delivery of services?

The proposal will enhance and support the limited existing provision available in this area and will be additional to council provision.

Demonstrate how the proposal will contribute to national priorities (refer to National Priorities).

- Healthier, active lifestyles, particularly for young people
- Active citizenship
- Wellbeing and addressing social issues including mental health and inequalities
- Support for areas in highest deprivation SimD areas

## Section H – Other Information

(see Section H in the Scoring Matrix)

**Additional information in support of your application** (see sections 6 & 7 in the Guidance Notes) – Include information on how you have kept the community updated about the proposal and other stakeholders who have been approached who could work in partnership with your organisation.