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| Fc  The Community Empowerment (Scotland) Act 2015 enables community organisations to request the ownership, lease or management of publicly owned buildings or land, whether or not these are available for sale or deemed surplus to requirements. | **Community Asset Transfer**  **Application Form** |

**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**

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| **Property Name and Address** (see section 5 in the Guidance Notes) |
| Wormit Boating Club & Watersports Hub (SCIO)  2 St Fort Road, Wormit DD6 8LA  (Woodhaven Pier) |
| Please provide details of the purchase price proposed for the asset by the applicant.  It is expected that the applicant will have obtained an independent valuation of the asset. Please provide the estimated value and the source of this valuation - including submission of the valuation document - and how this relates to the proposed purchase price. |
| We commissioned an independent survey of the land which was undertaken by Mr Ian Morton of Bradburne & Co, Chartered Surveyors, St Andrews. His report is provided in Appendix A and he has placed a value on the land and pier of £65,000.  WBC offer Fife Council £13,000 for the title of the lands being discussed with the understanding our charitable organisation will greatly enhance and assume full maintenance of the asset |

**Section A – About the Proposal**

(see Section A in the Scoring Matrix)

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| Please provide a brief outline of your proposed initiative (maximum 500 words - see section 2 in the Guidance Notes). |
| Our proposal is to purchase the lands that we currently lease from Fife Council, and to also purchase Woodhaven Pier which we currently pay the Council an annual stipend to use.  WBC has leased the land it occupies from Fife Council since 1968 During that time, the club has successfully managed its activities and the assets it owns which stand on the land. Due to an increased interest and desire to engage in watersports from the people of North-East Fife, WBC has seen a year-on-year increase in its membership and new sections formed within the club in addition to the more established ones of sailing and rowing, such as kayaking, paddle boarding and open water swimming. Interest in, and membership of, our club includes people who are representative of the local population. For example, 21% of our membership is under 16 years, 66% are male although 58% of rowers are female. In terms of age range, we have members between the ages of 3-89 years of age with an overall average age of 54 years. Evidence of the benefits associated with watersports is overwhelming and includes increased physical and mental wellbeing as well as enhanced community participation and the benefits that brings. 1,2,3,4,5,6,7,8,9  The potential for further growth of the club’s outreach and engagement is clear but is hindered by the limitations of our current facilities. We have seen increasing interest from the general public and groups such as schools and scouts to learn watersport skills, but we are now struggling to accommodate this demand. Our current clubhouse, for example, was not designed to modern building standards, is inefficient to heat and run, too small for the range of community activities we would like to offer and lacks disabled access and other key facilities. We would also like to improve the storage facilities for boats and equipment and provide space for boat maintenance. We would like to address this and develop a modern, versatile and welcoming space for the club and wider community. Acquiring the pier as well as the land is seen by the club as essential if we are to be able to develop and use the area in line with our vision. This would allow us to improve safety, better organise storage and parking and make access to the water generally more accessible and particularly for the disabled. At present, a number of keys to the barrier that allows access to the pier are made available to members of the public by Fife Council for a small fee. This allows them to launch their watercraft. The club intends to continue this practice which allows those members of the public who are not club members access to the water. The current lack of control however has at times, directly led to safety concerns. For example, the current arrangement allows those with jet skis to launch from the pier and use the river and the water frontage without codes of safety and/or safety lanes being in place. This poses a potential danger to those in the water and particularly swimmers. The club would introduce a safety code which users of the pier would be bound by if they wished to acquire a key for launching purposes which will better protect the well-being of all water users.  Local discussions with a range of stakeholders (MP, MSP.s local councillors and the local community council, and local primary schools) and a survey of the local community confirmed that there was significant support and associated value in having enhanced facilities at WBC.  The club’s membership overwhelmingly agreed to progress these ideas, and a Development Group was established to lead this. We achieved charitable status in September 2022, giving us greater potential and eligibility to apply for grants to develop new facilities. Having ownership of the lands we currently lease will be critical to achieving successful grant applications.  The vision is to build on the work that has been done so far by establishing improved facilities for our members and wider community. This will enable greater numbers of people and a wider range of activities to be accommodated, while growing links to other local community groups to encourage them to make use of our facilities. We know that there is demand to re-connect with and enjoy the water and the Woodhaven location, and we feel we have the skills, knowledge and commitment to help as many local people as possible take this step safely, sustainably and successfully. |

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| A1. | Please describe the aims and objectives of your proposal. |
|  | Our proposal has the following overarching aim:  To promote community participation in healthy recreation, in particular by the provision of facilities for safe boating and watersports, for the benefit of any and all of the inhabitants of the North East Fife Council area (and for the avoidance of doubt without discrimination on the grounds of race, gender, age, disability, sexual orientation or religion).  Our objectives are to:   * Acquire ownership of the land and Woodhaven pier that we currently lease from Fife Council. * Engage/involve members and the local community in developing fully costed plans for improving the facilities including a new clubhouse and enhanced storage. * Raise funds to support these plans. * Improve facilities on the site for the benefit of WBC and the wider community. * Safely, efficiently and sustainably manage WBC into the future. * Be recognised as a community ambassador in the area. * Over the longer term, be recognised as a climate change leader for watersports in Scotland. |

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| A2. | Please describe the service and community benefit that you propose to deliver. |
|  | There is overwhelming evidence about the positive benefits to physical and mental wellbeing for individuals and communities associated with watersports 1,2,3,4,5,6,7,8,9. These include improvements in physical mobility, balance and strength as well as a reduction in anxiety and depression in all ages. Being involved in watersports by children in particular has identified an increase in self-esteem which has been highlighted to be a protective factor against a range of negative outcomes including: anxiety, depression, victimization, teenage pregnancy, eating disorders, suicide, and long-term unemployment.  On this basis alone, there is justification for providing improved facilities and greater access to the services provided by WBC. The prevalence of mental health problems is significant in our society today. Indeed, they increased significantly as a direct consequence of the recent pandemic. [Government reports](https://www.gov.uk/government/publications/covid-19-mental-health-and-wellbeing-surveillance-report/2-important-findings-so-far#:~:text=It%20found%20that%20those%20who,the%20outbreak%20of%20COVID%2D19.) have identified that the number of young people with anxiety doubled from 13% - 24% with higher rates of depression and anxiety in adults and lower levels of life satisfaction and quality of life. This led to an 81% increase in referrals to health services in 2022 compared to 2019. Being involved in watersports “*can help to reduce the personal, familiar, societal and public sector burden of this problem”*6.  The services we propose to deliver are twofold:   * Increased access to watersports activities open to people of all ages and abilities including those with disabilities. * Increased range and numbers of community land-based activities.   The benefits to the community associated with these services are closely aligned with the aspirational outcomes outlined within [Fife Councils Plan 4 Fife](https://www.fife.gov.uk/__data/assets/pdf_file/0027/164574/Plan-for-Fife-2017-2027.pdf) (more detail in section G1) but including:   * Developing a thriving place that is safe, well designed, accessible, affordable and maintained. * That it promotes wellbeing, where people are happy and proud to be, and where they have access to the facilities they need at different stages of their lives. * Greater participation levels in watersports and improved wellbeing. * Achieving this by putting our community and members at the heart of how we design our facilities building on the strengths and assets we have in our membership and in our communities in order to deliver valued services. Increasing community engagement and models of community management * Adopting an approach to development and sustainability that addresses the climate change challenges. * Being a place where we make best use of our assets and facilities, while sustaining them for future generations. * Providing access opportunities to education and wider skills acquisition. * Enabling our members and community to live a fulfilling and decent life. |
| A3. | What is the demand/need for the services you will provide and how does acquiring the asset enhance your proposals? |
|  | We currently have 221 members (19% are children under 16 years: age range 3-89 years) which represents a 48% increase over the last 5 years. We know that if we had the facilities to accommodate more, and wider-based, individual and group activities, our membership would increase. We have recently become a certified Royal Yacht Association (RYA) training centre with accredited trainers /instructors who could provide education and training to more groups if we had better, modern facilities and more storage for the watercraft. For example, the local primary school, which is only 250m from WBC, has intimated that it would like its pupils to learn water skills as part of their activities. Engaging young people at such an age can lead to a lifelong association with the water, improve their health and safety in the water and encourage a sense of community. We already run a weeklong ‘camp’ during the summer school holidays for children where they get the opportunity to try out and be instructed in a range of watersports. We could expand the numbers attending if we had better facilities and offer more children the opportunity to experience watersports and the benefits they bring. Respondents to both the 2023 community and children’s survey’s reported being keen to get more involved in watersports and/or to try out other sports than they were currently involved in.  Additionally, the need for community spaces is in high demand locally for groups such as exercise, cultural and craft classes, together with meeting spaces for established groups – there is clearly a need to this too. We envisage the new clubhouse being made available to, and used by, a diverse range of community groups and activities, in a wonderful setting that will underline the connection between our community and the water. |
| A4. | If your project or service is already being delivered explain what additional activity you will provide if you acquire this building. |
|  | We are an active club with sections for sailing, rowing, kayaking, paddle boarding and open water swimming. These activities run from the buildings and other assets that have been built by WBC over the years and are owned by us, but which sit on the land that we lease from Fife Council. Acquiring this land would allow us to develop modern and far more suitable facilities. We anticipate that with enhanced and more suitable facilities, we could develop greater and wider community links, increase the number of community groups making use of the facilities, and increase our membership (making the club increasingly sustainable).  We also intend to enhance safety on and around the area of the pier, with safety barriers and improved signage. We are also keen to encourage as many members of the public and our members to be more aware of their own personal safety while on the water.  Acquiring the land title will also enable us to provide more storage for watercraft and equipment, upgraded facilities such as safety bollards at the edge of the hardstanding, and other uses that support the club's objectives such as dedicated disabled parking spaces.  Please note the buildings on the leased land have been built by the club over the years and are owned by the club. |
| A5. | Please provide details of your experience in delivering the services to be offered. |
|  | We are fortunate to have an active and committed membership, committee and group of Trustees. Each bring skills, knowledge and experience from a range of sectors relevant to managing and developing WBC. In addition to marine craft skills and sailing and instructing qualifications, we have members with strategic and major project management, risk assessment, finance, property management and maintenance, marine craft and maintenance, marketing, business, education, scientific and medical skills.  The relevant skills and experience of the current Board of Trustees and committee are given in Section D3. We know from experience that we can also draw on the wide range of skills and experience of our members, including project managers, architects and property maintenance trades. |
| A6. | Are there similar projects or services available in the area? |
|  | No. We are the only Boating Club and Watersports Hub in the Wormit and Newport area. There are sailing and rowing clubs based in St Andrews, North East Fife (15 miles away) and in Dundee and Broughty Ferry (Dundee Council area, (8 miles away)). Although the majority of our current membership lives within 5 miles of the club, we do have members who travel much further to take part in our activities. |

**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.

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| B1. | Please demonstrate there is sufficient support from the local community. You may want to check with the Area Community Development Team about to how to engage and consult with a wide range of the community including ‘hard to reach’ groups. |
|  | The National Standards for Community Engagement may also be helpful in ensuring that your engagement is effective and inclusive.  Clarify the variety of approaches you will take to consult with the wider community as well as existing members and users.   * e.g. online surveys, flyers & posters, public meetings and drop in events * share the vision of what the asset will, and could, be used for and genuinely take account of people’s needs and prioritise. * demonstrate the difference this could make and collect comments. * seek letters of support. * Be mindful of the population surrounding the asset and aim to gather at least 10% returns from the consultation.   We have worked hard to engage with the local community to share our vision for WBC and invite ideas and thoughts to shape our plans. In addition to many conversations with members of the local population, businesses, clubs and others, including our membership, we have undertaken two specific initiatives with our local community; a general community survey and one specifically for the local primary school aged children.  In 2022 we conducted an online survey, widely publicised in the local community, which resulted in a response rate of 16.2% of local households (please see comment on combined response rates later in this section). We asked:   * What they knew about the club; * What they wanted from the club; * Our ideas for development; * Their ideas for improvements that would benefit the club and wider community.   Full details of the survey can be found at Appendix B. The key findings included:   * 95% felt the club was extremely beneficial to the local community; * 94% were strongly positive in terms of the plans the club has for development and the new plans for a clubhouse; * 64% were aware of the club and its facilities; * 58% provided ideas for other developments / services / opportunities they would like to see the club provide.   The second major initiative (early 2023) involved gathering the views of 225 primary school children at both of the only local primary schools (98% of school population). The report of this activity is provided at Appendix C. The key findings included:   * 100% felt that it was a good idea to have a local boating club at Wormit * 99.5% were strongly positive in terms of the plans the club had for development and the new plans for a clubhouse * 70% were not aware of some of the types of watersports on offer i.e. kayaking, paddle boarding, open swimming etc * 60% provided ideas for other developments they would like to see the club provide (estimated due to younger classes collective responses)   When the total numbers of both surveys are combined, we feel we have achieved the direct input of over 40% of local households (and over 95% of local children aged 5-11 years).  Local school children have also been involved in naming our new electric rescue boat which we will be taking receipt of in August 2023. Sixty-four potential names were suggested by the children who then voted for their favourite from a short list of three. All of the shortlisted winners received a prize for their efforts with the overall winner also given a years free membership to the club. The winning name was eWOC (Electric Wormit Operational Craft).  **We have hosted visits and obtained enthusiastic letters of support for the development of WBC which are attached and from:**   * Local Community Council (Newport, Wormit and Forgan) * Willie Rennie (MSP) * Johnny Tepp (Local Councillor) * Tay Estuary Watersports Hub * Wendy Chamberline (MP) |

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| B2. | Have other stakeholders (e,g. community council, local councillors) been consulted about the proposals? Please provide evidence of any such consultation. |
|  | We have sought out the views of our local community council, our local councillor (Johnny Tepp), MSP (Willie Rennie) and MP (Wendy Chamberlain). All have visited the club to hear first-hand our plans, and they are extremely supportive. Letters of support are included in Appendices D. |
| B3. | Please detail any partnership arrangements and state if these are required to deliver the project successfully. |
|  | For the actual asset transfer, we do not require any partnerships. However, for the full regeneration and growth of WBC we will need to continue working with a range of specialists including architects, surveyors, builders, solicitors and accountants in addition to potential funders. |
| B4. | 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. |
|  | In addition to the helpful personnel at Fife Council and particularly staff from the Community Investment Team and Estates, we have also received advice from the Development Trust Association Scotland (DTAS). DTAS are also checking the title deeds of neighbouring properties for any potential conflicts in our plans, and they provided feasibility funding to assist us in making this application.  We have also had useful advice and support from other sailing clubs who have achieved both charitable status and land acquisition. Toward Sailing club in Argyll and Bute and the Royal Tay Yacht Club in Broughty Ferry have been generous with their guidance.  We are also a member of the new Tay Estuary WaterSports Hub, and the Hub has been very supportive of our plans and this CAT application and has provided a letter of support to this end. |

**Section C – Impacts / Benefits**

(see Section C in the Scoring Matrix)

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| C1. | Demonstrate whether and (if applicable) how the proposal will promote or improve:  Economic development □ Regeneration □x  Public health □x Social well-being □x  Environmental well-being □ x Reduce inequalities □x  Please tick which of the areas above have been considered as part of the proposal and provide more detail. |
|  | Please provide more details about how you will promote or improve any of the areas ticked above.  There is overwhelming evidence about the positive benefits to physical and mental wellbeing and communities associated with watersports 1,2,3,4,5,6,7,8,9. On this basis alone, there is justification for providing greater access to the services provided by WBC. Although watersports can be physical and good for maintaining physical health, they are also suitable to many types of physical disability with minor adaptations. Currently, we are restricted in what we can offer those with certain disabilities due to the limitations of our facilities and adapted watercraft. This we plan to address. The prevalence of mental health problems is significant in our society today. Indeed, they increased significantly as a direct consequence of the recent pandemic. [Government reports](https://www.gov.uk/government/publications/covid-19-mental-health-and-wellbeing-surveillance-report/2-important-findings-so-far#:~:text=It%20found%20that%20those%20who,the%20outbreak%20of%20COVID%2D19.) have identified that the number of young people with anxiety doubled from 13% - 24% with higher rates of depression and anxiety in adults and lower levels of life satisfaction and quality of life. This led to an 81% increase in referrals to health services in 2022 compared to 2019. Being involved in watersports can help to reduce the personal, familiar, societal and public sector burden of this problem.  **Environmental well-being**:  The club is committed to being as carbon neutral as possible and have a range of strategies in place to minimise our footprint. We actively recycle materials and refuse as well as encouraging as many of our members to walk or cycle to the club.  We have also recently purchased an electric rescue boat to replace our old, inefficient, petrol one. This is the first electric rescue boat in Scotland and the UK to be purchased by a boating/sailing club and only the seventh in Europe to be produced. The purchase cost of circa £120k was raised by the club through fund raising, grants and support from the Crown Commission and local organisations. We see the acquisition of such a craft as a major contribution to our net zero ambitions.  We will ensure that all building works on the site will be carried out to the highest energy and building standards and will be looking to utilise the most modern technology to achieve this. We would want the new building to have eco-credentials and be a shining example of responsible and sustainable building within the community. For example, the new building will fully comply with the [Scottish Governments Energy Efficient Scotland standards](https://www.gov.scot/binaries/content/documents/govscot/publications/factsheet/2018/05/energy-efficient-scotland-user-guide-small-and-medium-enterprises/documents/ees-user-guide-smes-pdf/ees-user-guide-smes-pdf/govscot%3Adocument/EES%2B-%2Buser%2Bguide%2B-%2BSMEs.pdf). We are fortunate to have one of the leading passivhaus architects as a club member and we are working with architect Professor Ric Russel of [Nichol Russel Studios](http://www.nrsarchitects.com/Studio.html) who has already provided an artist’s impression of what could be achieved. He is currently developing full plans for the building and has provided us with estimated costs which we are confident we can attract funding for. As well as organisations such as the National Lottery, we have started to have conversations with organisations such as [Sport Scotland](https://sportscotland.org.uk/funding/sport-facilities-fund/), The [Scottish Land Fund](https://www.tnlcommunityfund.org.uk/funding/programmes/scottish-land-fund) and other local charitable Trusts.  **Regeneration**  The facilities at WBC are in clear need of modernisation. Our plans are to rebuild the clubhouse and regenerate the surrounding land, to create a modern, efficient, accessible, safe, fit for purpose and welcoming area by the water. These will be in line with [The Scottish Governments energy](https://www.gov.scot/policies/energy-efficiency/energy-efficiency-in-homes/) and the [Scottish Governments net zero](https://www.gov.scot/policies/climate-change/) regulations/targets.    **Social well-being**  Social well-being can be defined as the sharing, developing and sustaining of meaningful relationships with others in your community. This results in people feeling authentic and valued, providing a sense of connectedness and belonging. Community participation is a central concept for health promotion. There is [clear evidence of the association](https://academic.oup.com/heapro/article/34/2/356/4682610?login=false) between club activities and social well-being on individuals and communities resulting in a sense of belonging, social inclusion and social stability. We fully recognise and embrace this concept and value our contribution to enhancing the social wellbeing of our community.  **Reducing inequalities**  Traditionally, activities such as sailing have been thought of as sports for the wealthier and although watercraft can be expensive to purchase and maintain, that is not the case for all watersports. The benefit of WBC is that once a member, you are afforded free access to all the equipment the club owns and are able to sail, row, kayak, paddle board or swim without any additional cost. Safety equipment, wetsuits and access to training are also freely provided. We deliberately maintain annual club fees at the lowest level we can and offer family and young person’s memberships at discounted rates. We are able to minimise costs by utilising the skills and time of our volunteers and seeking equipment for the best prices or raise money to acquire them. We want as many people as possible to be able to partake in watersports at WBC and regularly offer monthly free taster sessions. There is also a healthy social side to WBC with BBQ’s and social meets during the year. Improving the facilities at the club and publicising these widely will attract more members from all sectors of our community.  We are also aware that our current facilities are not accessible for those with certain disabilities. We want to address this and will ensure that our new build is fully accessible further reducing inequalities. We are aware that other adaptations may be required to the actual watersports equipment to enable those with disabilities to safely utilise them and we will raise funds to support this. There are companies that specialise in this area, for example, [Move United](https://moveunitedsport.org/) with whom we will liaise. |

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| C2. | Please demonstrate how you will take into account the different needs of the community, including addressing inequalities e.g. health inequalities, accessibility of building. |
|  | Provide specific outcomes, financial outcomes including practical, physical and financial restrictions/barriers to accessing the services. How will the organisation address any restrictions/barriers to ensure the services are as accessible as possible to all sections of the community?  The plans we have are for a new two-storey building suitable for club and community use to replace the current one that is no longer fit for purpose. This will be built on the same footprint as the current one but with an additional floor for the extra community and club space we need. We will also improve safe accessibility to the river environment by improving the general safety of the area, erecting safety barriers which currently are limited, and installing better signage to inform visitors about the hazards associated with the strong tidal flows and the need to wear buoyancy aides if accessing the water.  We therefore see the specific outcomes of our achieving our vision as being an improvement in terms of:   * Pier and surrounding water frontage safety. * Information about the history of the pier, the club and role the area played in being the home of the Norwegian Airforce during WW2. * Knowledge about the tidal river, local wildlife and fauna. * Greater access for members and the public to the new clubhouse as currently, this is limited for those with certain disabilities. For example, anyone using a wheelchair cannot access the changing or toileting facilities we currently have. This will be a key aspect of the architects plans and our desire to be as inclusive as possible.   In terms of financial outcomes, we will ensure that the club has sufficient funds to achieve its vision and carry out its activities raised through membership and fund raising. We have a strong record of achieving this.  Membership fees will continue to be as low as possible with discounted rates for certain categories such as children and family groups.  With regard to other practicalities relating to continuing to be able to offer instruction and courses, we will continue to maintain close links with qualified watersports instructors from within the membership and externally. East Neuk Watersports, for example as well as Ancrum Outdoor Sports in Dundee work with us to provide additional instructors and training courses. We are also a training centre for the RYA and are aiming to expand our offerings in collaboration with them. |
| C3. | In relation to the services to be provided, how will that reduce public sector costs of providing the same or similar services? |
|  | Many of the key strategic plans for Fife and Scotland are predicated on achieving outcomes that are unlikely to be fully met by public sector budgets alone. An ageing population, health challenges, community cohesion all figure large, but these outcomes are unlikely to be met without truly effective community partnerships, using the skills and ambitions of motivated individuals to work hand-in-hand with statutory services to deliver effective and well-grounded public benefit. The plans for the Wormit Boating Club and Watersports Hub represent a partnership model in which the high level aims and ambitions of the public sector are matched by third sector delivery, working directly to grow programmes of activity that are not just replicating current services, but which are addressing directly the goals of public sector policy through the work of a skilled and motivated community. A community that aspires to share and grow the traditions of engagement with our water in ways that are not able to be offered in the current public sector landscape.  Overall, our vision is to support greater access to the natural water for the full community, providing an active focus for this activity that is supported by flexible meeting and activity space and the ability to successfully grow into the future.  While the opportunity afforded by this proposal will create significant opportunities for addressing high level strategic goals without significant costs to the public sector we believe the proposal can be understood to reduce public sector costs in a number of practical ways:   * The club, Board and committee are all run by volunteers who freely give of their time and skills. * Watersports instruction and the provision of the equipment and safety cover required will be provided by our range of trained volunteers using club equipment. We will only engage with other external providers of services such as instruction if this would benefit the club and/or we do not have the capacity or capability in house. Providing a similar level of opportunity through the public sector would be at a significantly greater cost. * Ultimately, we want to see the club employing staff to undertake specific development work to develop opportunities for engagement with harder-to-reach sections of our community. We anticipate that these roles will delivering extremely important work, but that they will not be a draw on the public sector budget. * Community groups will have the opportunity to use a flexible and accessible resource. At present there is limited community space supported by the public sector in the local area, and our proposal will reduce the expectation of the community on Fife Council to address this. * Maintenance of the grounds and particularly the pier is currently provided by Fife Council and carries both ongoing costs and future risk costs. It is our intention to take over this commitment and undertake the maintenance of the grounds ourselves reducing the direct costs to Fife Council. We have skilled and willing volunteers who will take on this task but call on trades as required. * As the area contains walls that are in direct contact with the river or river front, public liability must be considered. Again, WBC would take on this liability from Fife Council resulting in a reduced risk and cost to the public purse. |

**Section D – Organisational Viability**

(see Section D in the Scoring Matrix)

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| D1. | Demonstrate any previous experience your organisation has in managing an asset, including awareness of relevant legislation. |
|  | Until last year when we achieved SCIO status, WBC had been a members club run by a committee of its membership for the last 100 years. It moved to its present location at Woodhaven in 1968 to ground leased from Fife Council and in 1970/71, built a clubhouse and race safety box. Since that time, the club has successfully managed its physical assets and the leased grounds, with maintenance undertaken and funded by the club. Utility bills are promptly paid, the grounds and clubhouse are well maintained including grass cutting, the whole club participates in ‘clear ups’ and slipway cleaning throughout the year., and we use local trades when required. In all we feel that WBC has a long and successful track record of managing the physical assets that it owns and leases.  As regards governance and accountability in managing these assets, our finances are well managed by our Treasurer and audited by an external auditor annually, and we have appropriate insurance in place. We have monthly meetings of the main committee, attended by the SCIO Directors and to whom the section leads report, and hold an Annual General Meeting in accordance with good governance and OSCR requirements. Our office bearers and main committee members are elected by the membership and have agreed roles and responsibilities. In line with our constitution and with similar organisations, committee members are appointed for an initial period of three years, with an option for re-election at the Annual General Meeting. On rare occasions, an Extraordinary General Meeting will be called if an issue has arisen that requires the consideration of the full membership.  Our governance structure means we have robust arrangements in place to ensure that legislation relevant to these assets is adhered to, such as boiler servicing, fire safety, legionella testing, electrical certificates etc.  We are also fully accountable for the decisions we make about how our members use of these assets, and many of our volunteers and office bearers have completed the training recommended by our sports governing body. We have a designated Child Protection & Welfare Officer, and a number of our volunteers have PVG certificates in order to help with children’s activities. Our Publicity Convenor is fully trained in GDPR and a number of members are trained first aiders. We are a Royal Yachting Association training centre and have qualified instructors. All those who operate our rescue boats hold Power Boat 2 certificates which not only proves their ability to operate the boat but that they can competently manage accidents and injuries/illness at sea.  Full and formal risk assessments are carried out in relation to the grounds that the Club operates from, and for the different sections and activities of the club. A log is maintained which is reported to and considered by the committee each month and appropriate actions initiated. |
| D2. | Describe any previous experience your organisation has in delivering the community benefit and provide examples as appropriate. |
|  | We offer community access to watersports throughout the year, through taster sessions, instructional and join-in activities, Open Days and by them becoming members. The benefits of being involved in a community activity have been articulated in section C.  Taster sessions are at scheduled, advertised times, allowing people to try one of the sports in a safe, well-supervised session. We have a regular programme of instruction in the various sections of the club where anyone can come along and gain experience in sailing, rowing, kayaking and paddle boarding. Our open water swimming section has join-in sessions. Each section is very welcoming to those that want to try out the activity or to become a member of the club.  Each year, we hold an Open Day and invite the public to come along to the club to see what we’re about and to try out any of the available watersports for free. We see this day as a fun day for people of all ages and we offer food and drink, children’s games and power boat rides as well as the range of club activities. It is very popular and usually attracts around 300 people.  We also have a children’s week-long camp each summer, where children can spend the days trying out a range of watersports and having instruction in their use.  All these watersports are available to our members, and participation in organised activities or in individual use of the equipment is strongly encouraged.  A few community groups use our clubhouse facilities for meetings and social gatherings. These include a ladies knitting group, a karate class and local kayak club. |

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| D3. | Please state the names, skills and experience of the individuals who intend to take forward the proposal and subsequently manage the asset. |
|  | We are fortunate to have an active and committed membership, committee and group of Trustees who intend to take this proposal forward. Each brings skills, knowledge and experience from a range of sectors relevant to managing and developing WBC. In addition to marine craft skills and sailing and instructing qualifications, we have members with strategic and major project management, risk assessment, finance, property management and maintenance, marine craft and maintenance, marketing, business, education, governance, scientific and medical skills. Members of the committee and Board of Trustees include:  **Trustees**  **Commodore / Trustee:** Certificate of Competency – Master Mariner Unlimited (Class One Deck) 05/07/1982 No 7864 Retired in 2019**,** Qualifications in**:** OIM Command, Leadership Assessment; Management of Major Emergencies; Stability and Damage Control: (Semi-Submersible and Offshore Structures); Chemical Carriers Safety & Chemical Fire Fighting; Electronic chart systems; Worldwide Radio Communications; Coastguard Search and Rescue; Risk Assessment;. Shipboard Safety; Shipboard Disciplinary Training Certificate. Ship Captain's Medicine inc time in Accident and Emergency department onshore). Underwriters Warranty Surveyor for worldwide transportation and construction. Worldwide shipping / oil industry consultant experience at senior level, managing diverse nationalities and workforce; Building and racing sailing dinghies and keelboats since age eleven. RYA PB2 and Safety Boat certificates. Owner of a 46ft sailing yacht; PVG / Child Protection and Welfare in Sport certificate. Housing - Planning / designing / renovating / rebuilding and house maintenance.  **Trustee**, ex commodore and member of WBC since 1947, engineer with experience of running a large Blacksmithery  **Membership Secretary, Trustee**, First aid, Child Protection and Welfare in Sports certificate, PVG certificate, RYA Competent Crew & Day skipper, longstanding rower and sailor, Property landlord, Non- exec and Chair of Bield Housing & Care, one of the larger Housing Associations in Scotland, Clinical Director with Scottish Government with 25 years + experience of national strategic, project, financial and people leadership, active researcher and scientific publisher, university professor  **Committee Members** (the information provided below describes the personal skills, experience and specific related qualifications held by those with specific roles within the committee)  **Vice Commodore/Dinghy park coordinator and estates**: Former building company owner; Property Management company (current)  **Publicity and Administrative Convenor:** (general admin, answering queries, marketing, website maintenance, organising club events, catering, social media), PVG certificate, Child Protection & Vulnerable Adults in Sport certificate. Rower and cox, sailor (dinghies and keel boat), owner and manager of self-catering holiday homes business, project manager / restoration of large Arts and Crafts property, Graphic Designer, good at multi-tasking!  **Rowing Secretary/Section Lead**: RYA First Aider and East Fife Sports Council training this year; RYA VHF certificate 2019; Bachelor of Commerce; Member of the Chartered Institute of Marketing; 6 years skiff rowing; 50 years of crewing on leisure sail yachts  **Treasurer:** Wormit Boating Club and Watersports Hub;  Treasurer Newport/Wormit in Bloom 2013- 2023; Treasurer Friends of Netherlea (from inception- closure); Retired Social Worker and teacher with quals in: Care of Children and Young People; Practice of Teaching; Treatment and Education of Autistic and Related Communication Handicapped Children; Care Inspectorate registered; PVG The Royal Environmental Health Institute of Scotland : (REHIS) Food Hygiene Certificate; Baby & Child First Aid: Child Protection.  **Sailing Secretary/Section Lead**: 20 years experience. Fully qualified sailor with RYA PB2 and safety boat certificates. Doctor and Hospital consultant.  **Welfare and Child Protection Officer**: On-the-water training and certificates: PVG for Wormit Boating Club, SportScotland Child Welfare and Protection in Sport; SportScotland Child Protection Officer; RYA First Aid on the Water; RYA Essential Navigation and Seamanship; Scottish Coastal Rowing Association Competent Cox; Royal Tay Yacht Club Responsible Person. Also 15 years yachting experience, 10 years rowing experience.  MSc Development Management; former Chair of Tayport Community Trust; Director of UK Woodland Assurance Standard; Royal Tay Yacht Club Management Committee. 13 years employment as government policy analyst and adviser (current).  **Club Secretary**: Senior NHS Manager, Sailor and Rower  **Youth Development** **Officer**: Doctor, Director of Public Health, Yacht Owner, Full PVG, Rower and Sailor  **Club Bosun**: sailor, hold Power Boat 2 qualification, registered children's nurse, PVG certificate  **Safety Boat Officer:** Director of an environment & sustainability consultancy business which works across Scotland, and specialise in facilitating communities to become more empowered stakeholders in their local environment. Water related qualifications: RYA PB2, RYA Safety Boat, RYA Day Skipper, RYA VHF Radio. Other: CEnv, MIEnvSc, MIAgrM  Director of several not-for-profits including one which owns a historic property  **Keelboat Convener**: RYA MCA maritime radio operator certificate, Keel boat owner  **Kayak Secretary/Section Lead: RYA Fully qualified Kayak instructor, Full PVG, First Aider**  **Assisting with Club Development**  **RYA Powerboat Instructor and Safety Boat helm**: Commercial offshore Captain since 1999 holding all relevant Royal Yachting Association and Maritime and Coastguard qualifications and certificates including: Sea Survival; First Aid; Short Range Radio Licence; Offshore Yachtmaster; Powerboat Instructor; Safety Boat Instructor; Professional Practices and Responsibilities; International Certificate of Competence; has run two successful boating businesses, St Andrews Corporate Cruises and St Andrews Powerboats; many years of voluntary work as a past Trustee and Chair of St Andrews Harbour Trust acquiring funds and eventual installation of pontoons and replacement gates. He remains available to this Trust as a volunteer advisor. 45 years post graduate experience and knowledge as a Chartered Construction and Project Management Professional (CIOB, MAPM, Prince2) involved in the delivery of major capital assets within both public and private sectors; wealth of experience in professional engagement with statutory bodies and lead contractors within the property and construction industries  **Director of Creative Industries at Creative Scotland:** with experience of grant funding**,** managing large scale national projects, marketing, risk management and financial experience, rower**.** |
| D4. | Provide evidence of your governance and decision-making processes in relation to the asset and delivery of the services including finance, bookkeeping, including room/hall bookings compliance and staff/volunteer training. |
|  | Our governance and decision-making processes are robust and modern. We developed our new constitution and reviewed and set up new arrangements for governance in 2022 as part of our application for charitable status.  WBC is run and governed in line with our constitution (provided). We have a Board of Trustees and, reporting to them, a main committee. Board and main committee meetings are held monthly, and more often if required. Minutes of these meetings are published on our website and sent directly to all members.  The Board of Trustees is responsible for directing and managing the affairs, property and funds of the club. The main committee is responsible for operational duties, delivered through elected office bearers. These positions are: Commodore, Vice-Commodore, Treasurer, Secretary, Membership Secretary, Child Protection & Welfare Officer, Bosun, Estates, Rowing lead, Sailing Lead, Kayak Lead, Rescue Convenor and Publicity convenor.  Book-keeping is undertaken by the elected Treasurer who reports to each main committee meeting. Accounts are audited annually by an external auditor in line with the requirements of OSCR.  There is a lead for each of the club’s sections (sailing, rowing, kayaking, paddle boarding, rescue and open water swimming) and designated leads for child welfare, data protection and safety. Each section lead heads up a section-specific committee (i.e. sailing, rowing etc) which oversees the activities of that section and reports to the Club’s main committee.  Compliance with how our facilities and equipment are used (including booking the clubhouse for private events) is overseen by the Publicity convenor and escalated to the Estates office bearer.  WBC has no staff. Activities and tasks undertaken by volunteers are agreed and scheduled by the main committee or a section committee. Sports training and development of our volunteers is led by the section leads. Training and development on child protection is overseen by the Child Protection Officer and delivered by SportsScotland through the East Fife Sports Council. Training and awareness for maintenance tasks is overseen by the Commodore and/or Bosun. |
| D5. | Demonstrate that you understand what is required in relation to the management and maintenance of the asset e.g. insurances, ongoing maintenance, budgeting for major repairs, health & safety, electrical testing, firefighting, legionella testing. |
|  | WBC has been successfully operating for many years and is fully aware of, and well-experienced in undertaking, its responsibilities in terms of managing its assets safely and efficiently.  We have comprehensive insurance with the Royal Yachting Association that covers our buildings, contents, equipment and products as well as public liability of £3 million.  A programme of ongoing maintenance, and day-to-day upkeep tasks, are decided by the main committee, with oversight by the Commodore. Our buildings, although old, are maintained to a high standard by club volunteers and we use local trades when required. Budgeting for major repairs is agreed by the main committee and recommended to the Directors, then proposed to the AGM alongside presentation of the annual accounts.  Health & Safety compliance when using our assets and services is identified through a risk assessment, reviewed annually by the main committee, and overseen on a daily basis by the Commodore and section leads.  We have a programme of statutory safety testing for. boiler servicing, legionella and PAT testing in place. The current building has been assessed by the fire service and the appropriate safety equipment is in place. |
| D6. | Provide evidence of your monitoring arrangements to monitor the success of the proposal and delivery of its likely objectives. |
|  | You should be able to demonstrate: -   * what you will evaluate, e.g., user experience, service provided etc. * when you will evaluate, e.g., following each service provided, on a monthly, quarterly, half yearly or annual basis. * how you will evaluate, e.g., face to face, phone interviews, questionnaires, feedback forms. * what you will do with the evaluations received, e.g., revise service provision, update business plan, share with the community.   We intend to evaluate the extent to which we are meeting the objectives of our vision in the following ways:   * **Acquire ownership of the land that we currently lease from Fife Council**   The outcome of this application will determine that. If we are not successful, the wider vision and associated objectives below will not be achievable. If successful however, we intend to measure the success of the other objectives by:   * **Engage/involve members and the local community in developing fully-costed plans for improving the facilities, including a new clubhouse and enhanced storage and ownership of the pier**   We will achieve this by engaging with key stakeholders, our membership and the wider community to gauge their views on our proposed design and plans for development. We will achieve this by a number of means including:   * + Ensuring that regular and full communications are maintained with our club members by email, face to face meetings, our website and through activities held at our current clubhouse.   + Holding open sessions at the club for anyone (members and the local community) to attend to provide their ideas and comment.   + Direct dialogue with the local Community Council to ensure continued support for our plans.   + Direct dialogue with our immediate residential neighbours   + Publicising what we are doing through our website and inviting ideas and comment.   + Publicising what we are doing through other local community groups and inviting ideas and comment.   + After a publicised given date, analysing all these responses to assess the level of consensus and support for our proposals. This will give our final plans integrity, and provide evidence for further grant applications. * **Raise funds to support these plans**   + The club’s Development Group will pull together grant proposals to be submitted to a range of potential funding bodies. * **Develop the site for the benefit of WBC and the wider community**   + Once developed, we will engage with our membership and local community to ascertain their own thoughts about the enhanced benefits the development has brought including ideas for further improvement. We will do this in a number of ways (direct engagement, local surveys and interactions) and repeat the processes every year for the first three years following the opening of the new clubhouse.   + We will also monitor our membership rates which we should see increase, together with the number and type of other community organisations who utilise our watersports and club facilities. * **Safely, efficiently and sustainably manage WBC into the future**   The measures that we will use to monitor this will be:   * + Our safety record (our annual audit of the club’s risk assessment);   + Our finances (the audited accounts offered to the AGM each year);   + Our carbon footprint and recycling measures; We intend to create a baseline so we can monitor progress on an on-going basis   + Our membership rates;   + The bookings and income from community organisations who utilise our facilities. * **Be recognised as a community ambassador in the area**   + The number of invitations we receive from other community groups to contribute to their activities   + The overall number of other community groups we interact with * **Be recognised as a climate change leader for watersports in Scotland**   + How often we are visited by others wishing to see and learn from our development   + How often we are cited in the press and other publications   All measures will be reviewed after 3, 6 and 12 months following the opening of the new club house and reported to the main committee of the club. The main committee will look to determine if these measures constitute success or not fully effective progress, and we will seek external help (for example from Fife Voluntary Action) to help us do this. The committee will then identify Key Performance Indicators from these measures, and these will be incorporated into our annual report which is published on our website and also sent to OSCR. |

**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.** If the organisation has a separate business plan, this can be attached to the application and a summary of the details provided here.

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| E1. | **Cash flow forecast** - Please provide a cash flow forecast for the next 5 years showing both capital and revenue income and expenditure. An example of [cash flow](file:///Y:\E%20Economic%20Development\E10%20Voluntary%20Sector%20Development\Equality%20Diversity%20Human%20Rights\Community%20Asset%20Transfer\Final%20Documents\Cashflow%20Guidance-FVA.docx) forecast is available here |
|  | Please see Appendix E |
| E2. | **What funding has the organisation obtained so far?** Has the organisation discussed or received any funding for technical work e.g. for surveys, feasibility study, business plan etc. Please detail below the funding source(s), the amount awarded and the purpose which the funding will be used for. |
|  | Prior to becoming a charitable organisation last year, our primary effort was spent on achieving charitable status. We were successful in attracting nearly £10,000 of funding from the [Rural Communities Ideas into Action Fund](https://www.inspiringscotland.org.uk/rural-communities-ideas-into-action-fund/) for this.  DTAS has offered the club £3,000 (inc VAT) for professional fees to assist with our feasibility preparations, which we are using for services such as surveyors and support with our business plan etc.  This year we have gained over £60,000 towards our new eco-friendly rescue boat. Demonstrating our ability to attract funding from a range of sources, this amount included £35,000 from the Crown Commission and smaller amounts from local businesses and charities, for example [PeaceHill Gas](https://find-and-update.company-information.service.gov.uk/company/SC497347/officers) and the [Sunrise Trust](https://www.oscr.org.uk/about-charities/search-the-register/charity-details?number=SC050902). |
| E3. | There is an expectation that applicants will have had discussions with potential funders about their proposal. Please provide details of potential funders approached and the outcome of discussions about what funding may be realistic from these sources. |
|  | Following advice given to us by DTAS, we are in the process of:   * requesting support from the Scottish Land Fund to help us purchase the lands and pier and to help us further develop our proposal for a new eco-friendly clubhouse. * Discussing our plans with SportScotland in order to ensure our new/upgraded facilities are modern, enabling and inclusive.   Reflecting the community fund-raising experience of the Directors and committee, we will also shortly approach the National Lottery, Sport Scotland, charities with a focus on this locality, and charities with a focus on water-based activities to develop our wider vision of replacing our current clubhouse. (Please see associated Business Case, Appendix F and our five year forecast which sets out funding model) |
| E4. | Other sources of funding the organisation has access to (e.g. voluntary donations, borrowing). Include information on e.g. fundraising events that will be undertaken; Just Giving; coffee mornings etc. Also include information about any reserves the organisation has (and what they will be used for) and if there is a reserves policy. |
|  | As well as our plans outlined above, we will be undertaking a range of fundraising activities as a club and the Development Group will be leading on this. They will include:   * income from the annual Open Day; the profit from the 2023 Open Day was just over £2000; * specific fundraising events such as quiz nights and raffles; * a donation button on our website.   We recently set up an account with [EasyFunding](https://www.easyfundraising.org.uk/panel/) for members (and others) to easily raise funds when shopping online. We have already benefited from this (£300 in 4 months).  This year we have gained over £60,000 towards our new eco-friendly rescue boat. Demonstrating our ability to attract funding from a range of sources, this amount included £35,000 from the Crown Commission and smaller amounts from local businesses and charities, for example [PeaceHill Gas](https://find-and-update.company-information.service.gov.uk/company/SC497347/officers) and the [Sunrise Trust](https://www.oscr.org.uk/about-charities/search-the-register/charity-details?number=SC050902).  A number of our Directors, Committee and club members have considerable experience of writing grant fund applications and attracting funding (Please see skills and experience outlined in D3). |

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| E5. | Identify resources already in place for long term sustainability of the proposal and the future maintenance of the asset e.g. future funding and self-financing arrangements. Explain if the organisation is generating an income from other sources**.** |
|  | We have a range of income streams that are sustainable over the long-term. We are confident about their sustainability because of our track record of running a successful club for many years.  The club’s funds are currently primarily generated from member’s subscriptions. Our audited accounts show that these are more than adequate to cover the costs of running the club, maintaining the clubhouse and grounds, and ensuring that equipment is kept up to date and of the required quality.  We have an additional source of income from renting out the clubhouse which, with much improved facilities, we expect will increase.  We are now a certified RYA training centre, which allows us to run our own courses for members and non-members, and this will let us generate a considerable income. For example, between May- July 2023 we have run three training and certification sessions validated by the RYA which have generated over £2,200 in profit for the club**.** |
| **E6.** | Will the project have an overall benefit in relation to public sector costs? Applicants should attempt to quantify in financial terms the community benefit that will result from the asset transfer. |
|  | If WBC takes over the land including the pier, the benefits to public sector costs (Fife Council specifically) would be as such:   * Reduced maintenance costs of the land and pier – we estimate these to be in the region of £20- £40k per annum and possibly more if extreme weather damage is incurred to the pier and/or water frontage * Reduced public liability insurance cover which the council presently covers * Reduced Council administration associated with the currently leased ground i.e. contracts, organising repairs, surveys etc – estimated to be circa £10k per annum * Reduced council employee requirement to deal with inappropriate activities in the pier area reported to them by members of the public which require their intervention.   This benefit to Fife Council needs to off set by the fees WBC currently pay to the Council. These are for the rent of the land (£365 per annum) and launching fees (£369 in 2023). These amount to £734 per annum and £7,340 over 10 years.  The costs associated with the land, buildings and pier maintenance will be significantly lower to the club due to the fact that the majority of maintenance is undertaken by club members on a voluntary basis. Specialist contractors are only / will only be used when required. We will ensure that we have a contingency set aside to cover any emergency costs (£20k available in any year).  We estimate the cost benefit to Fife Council will therefore be circa £292,500 -- £492,500 over a ten year period but could be higher. |

**Section F – Property**

(see Section F in the Scoring Matrix)

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| **Please specify if you wish to: Purchase the asset.**  If lease, please go to F1, if Purchase please complete F2. | |
| F1. | Annual Rental |
|  | Please state the:  Proposed annual rental:  Duration of the lease (see Subsidised Leases Policy):  Any other special lease terms required:  N/A |
| F2. | Please state the level of discount being requested and provide justification for this level of discount being applied. |
|  | We are requesting a discount of circa 80% on the full value of the land estimated by our surveyor. Our reason for requesting this discount takes into account the immediate and longer-term benefits to Fife Council. These include reduced public liability, maintenance implications and administration for Fife Council estimated at a cost benefit of between £29,500- £49,500 per annum.  We would also expect that the long-standing arrangement WBC has had with Fife Council on that site will be taken into consideration. WBC has undertaken aspects of routine maintenance themselves during the period of lease particularly with regards to the safety of the pier, work that would otherwise have to be undertaken by the Council. The pier requires monthly attention to curb the algae that forms for the majority of the year on the slipway and makes walking on it treacherous and dangerous to members and the public, a real public liability. This activity alone takes approximately 30 hours manual work each month and is currently undertaken by the club.  We have also been made aware that the commercial value of the land is limited due to its overall shape and the narrowness of the access road. A further issue that needs to be considered is that Scottish Water has a water sewage processing plant on site that would need re-siting by any other purchaser at a considerable cost. WBC, however, can easily accommodate it in its present position and ensure that access is not restricted. Our survey also reveals that the southerly perimeter has a number of large self-seeded trees that impact on the site that will require attention. |
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| F3. | Has the organisation considered the ongoing costs that will be required to maintain the property – please detail how these will be met? Is funding available to cover initial overheads while services are developed (utilities, rates etc.)? |
|  | The club has sufficient funds to continue to run the club and its associated costs including the land it currently leases from Fife Council. It is also prepared for covering any additional maintenance costs associated with the pier, wider grounds and increased public liability/insurance costs. As outlined in our Business Plan, we will set aside a contingency of £20k in any one year to cover these. We anticipate that our membership will continue to grow year on year as it has done for the last five years which will bring in additional and increasing income and we will continue to fund raise throughout. |
| F4. | Is the asset currently used or occupied by the Council or another party? Please state whether you have made any investigations and the outcome of any discussions regarding current use/occupation of the asset. This should be flagged up in any consultation process. |
|  | Fife Council does not directly utilise or occupy any part of the land in question. The pier is used on occasions by contractors employed to survey the Tay Rail Bridge, a contract that will be maintained.  Scottish Water has a sewage plant on the site which will remain unchanged.  Neighbourhood access is required for four residential houses (see plan provided). DTAS is currently confirming the residential titles.  Public use of the slipway will be maintained, with clear instructions as to the safety code required and expected. |

**Section G - Local and National Outcomes**

(see Section G in the Scoring Matrix)

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| G1. | How will the proposed benefits of the asset transfer request contribute to achieving the Council’s outcomes? See Plan for Fife [A new Plan for Fife | Our Fife - Community portal](https://our.fife.scot/plan4fife) |
|  | **We feel that this application and the overall vision of WBC chimes well and will contribute to achieving Fife Council’s outcomes in the following ways:**  **Our proposal and wider vision will provide:**  **‘Opportunities for All’: Our aim is to be more inclusive and to be in a position to offer greater access to our facilities for all our local community,** including school age children, to have greater access to the water, to learn new skills and support a fulfilling and decent life**. The benefits associated with watersports and wider community involvement have been clearly articulated in section C. We cannot accommodate the needs of those with certain disabilities at present and we want to address this as soon as possible.**  **Thriving Places: We will transition WBC**to be a safe, well designed and maintained place that promotes wellbeing, where people are proud to be, and where they have access to the watersports, services and facilities they need at different stages of their lives.  **Growth in the local economy:** Although we will not be a direct local employer, we feel that with increased membership and greater community participation in the enhanced facilities, this will benefit the local community and businesses.  For example, bringing more people into our locale will have a positive impact on our local hospitality and business providers. We will therefore focus on improving growth and involve our local businesses, people and communities. Our aim, similar to that of Fife Council’s, is to support communities to benefit from our vision for development.  **Community Led Services: WBC has the vision and drive to place our own** membership and local community at the heart of what we do and determining the facilities and opportunities that we provide. We will meaningfully involve and listen to our community in the design of our developments as well as make the best use of the strengths and assets of our membership, wider stakeholders and networks, in order to deliver quality facilities and opportunities of value to our community. |
| G2. | How will the proposal impact on the Council’s own delivery of services? |
|  | Please see section’s E6 and F2 |
| G3. | Demonstrate how the proposal will contribute to national priorities (refer to National Priorities). [National Outcomes | National Performance Framework](https://nationalperformance.gov.scot/national-outcomes) |
|  | Our vision, ethos and activities at WBC closely align with many of the outcomes outlined within the National Performance Framework published by the Scottish Government.  **Children and young people:** we will do all we can to ensure that our local children are able to benefit from the club in an atmosphere of safety, happiness, and understanding. We will enhance their life chances through building skills, knowledge and confidence to be an active community member as well as being able to participate in watersports.  **Community**: By enhancing our facilitates and providing much more of a community hub, we are aiming to create a safe, friendly, vibrant and cohesive community which values diversity and supports those in need. We are a group of volunteers who are willing to take responsibility for this and engage with our community to make decisions about it.  **Education**: WBC is an accredited RYA training centre with ambition to develop opportunities for members and the public to learn new skills on the water and also through greater activities based within our new clubhouse. It is a fact the we learn throughout our lives and find knowledge in varied and sometimes surprising places. We want to contribute to and support our community to grow as individuals, a community and a nation, and believe we have a good contribution to make to this outcome.  **Health:** The significant physical and mental well-being benefits associated with engaging in water-based sport and community activities have been well described in section C.  **Culture:** At WBC we take pride in being a vibrant and creative organisation. We value and wish to protect our history which goes back over 100 years. The significance of our site during WW2, is of particular cultural and historical relevance. [The Norwegian Airforce, 333 Squadron](https://www.iwm.org.uk/collections/item/object/1030009040) were formed and stationed at Woodhaven during the war and have a [close and continuing relationship with the club and village](https://www.newportontayhistory.org.uk/places/world-war-ii-norwegians-at-woodhaven). Each year the Squadron visits to commemorate their colleagues who served here in Wormit. For the last two years, we have also participated in creative writing projects about our relationship to the water as part of Book Week Scotland. With a new and inspiring building, we anticipate that wider and increased cultural activities will take place in the new clubhouse and the local community will be encouraged to use it for that purpose and support our creative sectors.  **Environment:** We see our natural landscape and unique waterside location as essential to the identity of our community and way of life. With the success of this application and the proposed next stage of enhancement, we believe we are taking a bold approach to enhancing and protecting our natural assets and heritage. WBC is keen to ensure that all members of our local community can engage with and benefit from nature and the benefits access to the water afford us. We are committed to creating a clean and unpolluted environment and aspire to be the greenest watersports club in Scotland within five years. We have provided examples of how we can start to achieve this in earlier sections, for example our support for high quality, sustainable planning and design for the new clubhouse and our buying an electric rescue boat, the first in Scotland.  As we embark on our development plans we are learning how to adopt an ethical and responsible approach to the resources we consume, how to encourage an advanced recycling culture, and to promote active travel in an area with a widely-dispersed membership.  **Human Rights**: Our constitution (attached) is clear about the club’s values and approach to ensuring we act with fairness, dignity, equality and respect. We demonstrate our commitment to these principles through the way we treat each other in our daily activities, our training and peer-support opportunities, and our governance. We are clear about our focus in this respect.  **International:** WBC has a long and proud history of international sporting and cultural exchange. Our rowing section has competed in three World Championships (2015, 2019 and 2022) and our sailors have competed at international level and sailed for pleasure to international harbours. Culturally, we have hosted events for the Dundee International Women’s Centre, welcomed visitors from overseas, and maintained our strong connection with the Norwegian Airforce. Our Facebook page is public and therefore accessible to anyone in the world, and our website is welcoming, engaging and friendly. We are keen to continue to promote our place in the world and deepening our relationships with others. |

**Section H – Other Information**

(see Section H in the Scoring Matrix)

|  |  |
| --- | --- |
| **H1.** | **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. |
|  | We have worked closely with our key stakeholders throughout our journey to create this application.  Our members are well-informed and included. They are sent copies of our committee meetings minutes and other communications timeously, and we held Extraordinary General Meetings to gain views on applying for charitable body status and the wider vision for the club (Appendix E).  We have been clear about our vision and intentions with the wider community, and these have always led to productive and supportive conversations. You will see from the appendices that we have engaged and received support from various sources.  We also shared the results of our recent community survey which was focused on inviting views on the future of WBC on our website in an attempt to be transparent and stimulate further discussion.  We are a small and active club with many members who are also active within other elements of our local community, and this interaction has paid dividends with communications and engagement.  We are proud to report that we have had little negativity, views or queries raised by anyone about our vision and plans for development which would appear to be well supported by our membership and local community**.** |

**Submission Checklist**

Before submission, make sure you have read the Council’s Guidance on community asset transfer and the Scottish Government Guidance for Community Transfer Bodies.

Please tick that you have included the following accompanying documents:

1. Full business plan for use of the asset X□
2. Most recent full year accounts including reserves policy X□
3. Constitution/governance document X□
4. Letters of support from community members and   
   copy of community consultation report / consultation survey X□
5. 5-year cash flow forecast X

**Signatures**

The application is required to be signed by 2 members of your organisation:

Person submitting Date Signature 1 – Director/Charity

Trustee………… ………………..……………………………………………………………..

Name… ……………………………………..Date…………4th August 2023…………………………

Signature 2 - Director/Charity Trustee

Name… ………………………………………Date……4th August 2023……………………………

Signatories in signing the above assess that the information contained within the application form is accurate at the time of submission. In addition, should their request be successful, conditions of transfer will be the subject of separate legal agreement(s) with the Council.

Please note that applications are required to be published for any objections but personal information will be redacted in line with data protection principles.

***Further information on how your information is used and why can be found at*** [***fifedirect.org.uk/privacy***](https://www.fifedirect.org.uk/privacy)***. The Council's Data Protection Officer can be contacted at:*** [***dataprotection@fife.gov.uk***](mailto:dataprotection@fife.gov.uk)***.***

Please send completed application form to: [CommunityAsset.Transfer@fife.gov.uk](mailto:CommunityAsset.Transfer@fife.gov.uk) or post to Zahida Ramzan, Policy Co-ordinator, 5th Floor, Fife House (West), North Street, Glenrothes, Fife, KY7 5LT.

**References**

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2. [**https://www.researchgate.net/publication/357125441\_The\_potential\_benefits\_of\_water\_sports\_for\_health\_and\_well-being\_in\_marine\_protected\_areas\_a\_case\_study\_in\_the\_Mediterranean**](https://www.researchgate.net/publication/357125441_The_potential_benefits_of_water_sports_for_health_and_well-being_in_marine_protected_areas_a_case_study_in_the_Mediterranean)
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8. [**https://cris.winchester.ac.uk/ws/portalfiles/portal/338694/10191019\_Cotterill\_BenefitsOfDinghySailing\_withstatement.pdf**](https://cris.winchester.ac.uk/ws/portalfiles/portal/338694/10191019_Cotterill_BenefitsOfDinghySailing_withstatement.pdf) **self esteem, life skills**
9. **https://www.rya.org.uk/news/why-getting-out-on-the-water-is-good-for-you**