

# **COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015**

## **ASSET TRANSFER REQUEST FORM**

### **IMPORTANT NOTES:**

**This is a standard asset transfer request form which can be used to make a request to any relevant authority. Relevant authorities may also provide their own forms in their own style.**

**You do not need to use this form or a relevant authority's form to make an asset transfer request, but using a form will help you to make sure you include all the required information.**

**You should read the asset transfer guidance provided by the Scottish Government before making a request. Relevant authorities may also provide additional guidance on their schemes.**

**You are strongly advised to contact the relevant authority and discuss your proposals with them before making an asset transfer request.**

**When completed, this form must be sent to the relevant authority which owns or leases the land your request relates to.**

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

**Section 1: Information about the community transfer body (CTB) making the request**

1.1 Name of the CTB making the asset transfer request

Balerno Village Trust

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

Postal address:

C/o Balerno Parish Church,  
2 Main Street,  
Balerno,  
Edinburgh,  
Postcode: EH14 7EH

1.3 Contact details. Please provide the name and contact address to which correspondence in relation to this asset transfer request should be sent.

Contact name: Emma Galloway

Postal address:

8 Glenbrook Road  
Balerno  
Edinburgh

Postcode: EH14 7BE

Email: emma@balernovt.org.uk

Telephone: 07779843899

We agree that correspondence in relation to this asset transfer request may be sent by email to the email address given above. *(Please tick to indicate agreement)*

*You can ask the relevant authority to stop sending correspondence by email, or change the email address, by telling them at any time, as long as 5 working days' notice is given.*

1.4 Please mark an “X” in the relevant box to confirm the type of CTB and its official number, if it has one.

	Company limited by Guarantee with charitable status , and its company number is .....	Company:SC369378
	Scottish Charitable Incorporated Organisation (SCIO), and its charity number is .....	Charity: SC043318
	Community Benefit Society (BenCom), and its registered number is .....	
	Unincorporated organisation (no number)	

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

1.5 Has the organisation been individually designated as a community transfer body by the Scottish Ministers?

No

Yes

Please give the title and date of the designation order:

1.6 Does the organisation fall within a class of bodies which has been designated as community transfer bodies by the Scottish Ministers?

No

Yes

If yes what class of bodies does it fall within?

## Section 2: Information about the land and rights requested

2.1 Please identify the land to which this asset transfer request relates.

*You should provide a street address or grid reference and any name by which the land or building is known. If you have identified the land on the relevant authority's register of land, please enter the details listed there.*

*It may be helpful to provide one or more maps or drawings to show the boundaries of the land requested. If you are requesting part of a piece of land, you must give a full description of the boundaries of the area to which your request relates. If you are requesting part of a building, please make clear what area you require. A drawing may be helpful.*

Balerno Police Station  
13 - 15 Bridge Road  
Balerno  
EH14 7AQ

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

*If the property has a UPRN you will find it in the relevant authority's register of land.*

UPRN: 000906027455

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

3.1 Please tick what type of request is being made:

for ownership (under section 79(2)(a)) - go to section 3A

for lease (under section 79(2)(b)(i)) – go to section 3B

for other rights (section 79(2)(b)(ii)) - go to section 3C

#### 3A – Request for ownership

What price are you prepared to pay for the land requested? :

Proposed price: £150,000\*, based on a valuation of £300,000

\*Price may be revised depending on updated valuation and condition report

Please attach a note setting out any other terms and conditions you wish to apply to the request.

#### 3B – request for lease

What is the length of lease you are requesting?

How much rent are you prepared to pay? Please make clear whether this is per year or per month.

Proposed rent: £                      per

Please attach a note setting out any other terms and conditions you wish to be included in the lease, or to apply to the request in any other way.

#### 3C – request for other rights

What are the rights you are requesting?

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Do you propose to make any payment for these rights?

**Yes**

**No**

If yes, how much are you prepared to pay? Please make clear what period this would cover, for example per week, per month, per day?

Proposed payment: £                      per
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Please attach a note setting out any other terms and conditions you wish to apply to the request.

## Section 4: Community Proposal

4.1 Please set out the reasons for making the request and how the land or building will be used.

*This should explain the objectives of your project, why there is a need for it, any development or changes you plan to make to the land or building, and any activities that will take place there.*

*Balerno sits as a 'village' on the SW of City of Edinburgh area. With a population of just over 6000, we have a higher than average number of elderly people in the 70+ age groups. Our location as the last village within the City of Edinburgh Council means that whilst we are technically part of the city, we are actually more of a rural community with transport challenges (particularly combined with bad weather) and community isolation. This means that all public buildings are essential to us.*

*We did an on-line consultation of the community, promoted via Facebook in 2023, in partnership with the local community council. We got a total of 196 response and 97% agreed or strongly agreed that the Police Station should be retained / redeveloped for Community Benefit*

*A number of potential uses for the site were identified including:*

- 1) Medical Centre*
- 2) Community Hub/Space for Hire*
- 3) Childcare/nursery/after-school provision*
- 4) Gym*
- 5) Youth Club*

*Our plan would be to develop a multi-use site that could be used for the benefit of the community.*

*We have approached the local health care provider and whilst they are not interested in running a satellite operation, we believe that there is an opportunity and demand for both private healthcare (Physio, Counselling etc) and community wellbeing within the location (e.g similar to <https://www.facebook.com/CommunityWellbeingCollective>)*

*We are also aware that there is a significant shortage of childcare provision, both at nursery level but also at after-school provision and the current opportunities to expand any provision are limited by the lack of suitable premises available within the community.*

*Sports facilities within the community are limited to sports pitches and a swimming pool which is only open for limited sessions that must be booked online in advance.*

*The nearest gym facilities are at the Oriam Centre at Heriot Watt Uni Campus, 4 miles car journey each way (no direct bus).*

*Balerno also attracts a significant number of youth visitors throughout the year. This has caused significant issues for both members of the community and community infrastructure. The local 3G pitch is regularly vandalised and there are often large groups of young people gathered in the community.*

*Like all communities in Scotland, we have a crisis in mental health amongst young people and we have talked to the local high school, along with GPs, to gain their support for citing a dedicated counselling provision here. We are exploring a working partnership with social enterprise, The Mental Health Care Collective (<https://socialenterprise.scot/member/mental-health-care-collective>) and Youth Vision, a local charity with expertise in providing one to one and family-centred support for excluded and non-attending young people <https://www.youthvision.uk/about/>. This would provide some hope for those in our community left on waiting lists for up to 3 years, as well as a source of valuable income for Youth Vision to use to support those using their service who are unable to pay and to supplement their grant-supported schools' work*

*Given the central location of this asset and the number of parking space available around the asset itself and in existing neighbouring car parks, as well as the ideal location so close to a bus stop and other facilities, there are unlikely to be significant extra car journeys made to access services here.*

*We would hope to obtain a grant to install two publicly accessible EV charging stations and to work with Pentland Hills Regional Park to promote a hire service for Ebikes to reduce the traffic accessing the Harlaw and Threipmuir car parks. We would use the garden grounds and existing external store for this service.*

## **Benefits of the proposal**

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

*This section should explain how the project will benefit your community, and others. Please refer to the guidance on how the relevant authority will consider the benefits of a request.*



<i>Benefit</i>	<i>Activities</i>	<i>Likely outcomes</i>
<i>Improved health and well-being for older people</i>	<i>Health and wellbeing services and available in the local community</i>  <i>Referral to supported exercise in the gym</i>	<i>More people are able to live independently in their own homes.</i>  <i>Reduction in the number of falls and other injuries due to improved strength and weight-bearing.</i>  <i>Social element of gym use in groups of peers</i>
<i>Improved health and well-being for young people</i>	<i>Referrals to mental health social enterprise support partners</i>  <i>Self-access of the gym</i>	<i>Reduction in extreme stress in young people.</i>  <i>Support for their families and carers</i>  <i>Increased physical fitness through use of the gym</i>  <i>Social element of gym use in groups of peers</i>
<i>Health improvements for everyone</i>	<i>Health and wellbeing services can be accessed by anyone in the community rather than travelling (usually by car) to nearest GP practice</i>	<i>Reduction in stress getting to appointments.</i>  <i>Reduced waiting time for everyone to get an appointment</i>
<i>Improved childcare – nursery and afterschool provision</i>	<i>Additional nursery and afterschool places available in the community.</i>	<i>Increased economic activity.</i>  <i>Increased wellbeing for children and families.</i>
<i>Environmental benefits for everyone</i>	<i>E bike service</i>  <i>Local access to allied health, mental health support services and a gym</i>	<i>Ebike service for local families (able to hire cargo bikes to transport children, dogs and equipment up to the Pentland Hills Regional Park) reduction in local car journeys and improved health outcomes</i>  <i>Ebike hire for visitors- people can choose to use public transport from the city or elsewhere and hire a variety of bikes at a reasonable charge to access the Pentland Hills Regional Park</i>

		<p><i>Ebike hire and repair service available to local people and visitors for longer-term use contracts.</i></p> <p><i>Reductions in car journeys to access health services and the gym.</i></p> <p><i>The nearest gym is at The Oriam Centre at HWatt Uni Campus, 4 miles car journey each way (no direct bus)</i></p>
<i>Employment Creation</i>	<i>A minimum of 2 FTE posts to provide qualified support to gym users, Ebike hire service and repairs support</i>	<i>Working in partnership with Youth Vision and Balerno High School to identify young people who can be taken on a Modern Apprentices to gain skills and employment.</i>
<i>Reducing Inequalities</i>	<i>Providing low cost and free services underwritten by grants – particularly for young people needing mental health support</i>	<i>Reducing the income inequalities that make accessing specialist health support very difficult.</i>

**Restrictions on use of the land**

4.3 If there are any restrictions on the use or development of the land, please explain how your project will comply with these.

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

*We are not currently aware of any restrictions on the site.*

## Negative consequences

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

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

*We don't envisage there being any significant negative consequences.*

*Extra car parking – at busy times of day in the area, eg. school pick up times, the areas around the local housing may become more congested and car park spaces less available.*

*We would overcome this by asking if people coming to the centre will be travelling by car and if so, schedule those appointments out with these predictably busier times.*

*Noise at night from young people accessing the gym –*

*There would be a cut off point for usage of the gym at 9:30pm, reducing the noise for local residents later at night.*

## Capacity to deliver

- 4.5 Please show how your organisation will be able to manage the project and achieve your objectives.

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

*Balerno Village Trust (BVT) was established in 2003 as an unincorporated association, was incorporated as a Limited Company by guarantee in 2010 and obtained charitable status in 2012. BVT aims to "Improve and regenerate the physical, social, cultural and economic life of the community, and advancing community development, by encouraging the active participation of individuals and groups."*

*BVT has a track record of community development including:*

*1) **Monthly Farmers Market**, a social enterprise which has taken place monthly in the village since 2005, enabling 20-30 traders and local organisations to sell their goods and services, the majority of which are locally produced. The market attracts on average 900 people to the village centre every month, and creates a forum for*

local information exchange, community and school activity, and for charities and organisations to publicise their work and fund-raise.

2) **Harlaw Hydro:** BVT was instrumental in setting up Harlaw Hydro (HH), a local not-for-profit hydro-electric scheme. BVT Board members formed a “bencom” and raised capital for the hydro scheme entirely through local share-holders' investment. HH began generating electricity in September 2015, at a site a few meters from the Harlaw House Visitors Centre.

Currently Harlaw Hydro is providing annual income of £80,000 per annum to BVT of which £8000 is distributed to community projects via the Pentlands Community Chest.

3) **Balerno Village Gardeners** is a volunteer-led partnership with CEC to plant and maintain the public beds around the centre of the Balerno. BVT volunteers provide planting designs, co-ordination and labour, and involve local primary and nursery children in planting and tending the beds. CEC provide compost, plants and practical help. Friends of Main Street have been funded by Tesco's, but is currently self-sustaining due to the provision of materials by CEC.

- Following an approach to The National Trust for Scotland by Balerno Community Council in 2016, and an invitation by BCC, BVT are taking a lease from the National Trust for Scotland for a vegetable plot in Mallery Garden in Balerno. BVT are partnering NTS in the maintenance of the Garden, The Mallery Garden project responds to interest in local food growing expressed in a two stage Community Consultation. This project is at an early stage and opportunities for the involvement of local schools is being explored, in addition to volunteers of all ages. The project is expected to be self-sustaining, or to raise funds for educational activities.

#### 4) **Balerno Community Centre.**

In January 2022, BVT took on the lease of Balerno Community Centre in main street Balerno in the heart of the community. The building was previously under the management of a committee whose office bearers were all representatives of private businesses using the centre.

The centre already has a number of regular users including Scottish Women's Rural Institute, In the Ditch Quilters, a monthly Craft fair, a Pipe Band and a ballet school. BVT is working to increase the use of the building particularly to community groups.

BVT has already introduced a more transparent pricing policy with different rates for commercial and community users. An online booking system has been introduced which also makes the building more accessible. BVT has also enabled the post office to operate a satellite service in the building which has brought back a key service to the community which was lost when the post office based in a local café closed in 2020.

*Whilst essential maintenance has been carried out by the council, there has been very limited investment in the building for a number of years.*

*BVT has invested significantly in the building both utilising funds received from Harlaw Hydro and funds received from a CARES grant. This has included installation of double glazing, re-wiring the building, changing the lighting to be more energy efficient, increasing loft insulation and the installation of solar panels and PV battery.*

*Currently the building is not accessible to disabled people and BVT has obtained funding for and worked with an architect to produce plans for the building and is now seeking funding to carry out this work.*

***Our capacity:***

*BVT has a board (currently 7 Directors) comprising of members of the community, all of whom have operated in a professional capacity including accountancy, business advice, community learning and development. In addition to the Board, BVT also has access to a professional advisors group which includes, surveyors, property renovation, architects and environmental consultants.*

*Where advice is not available locally, BVT also has access to paid professionals and is a member of the Development Trust Association for Scotland (DTAS).*

*BVT can also access up to 5 days of business and financial planning support via Just Enterprise at no cost.*

*As a development trust we are also eligible for Scottish Land Fund – Stage 1 for technical feasibility of the asset and current market valuation. Stage 2 for acquisition costs.*

**Section 5: Level and nature of support**

5.1 Please provide details of the level and nature of support for the request, from your community and, if relevant, from others.

*This could include information on the proportion of your community who are involved with the request, how you have engaged with your community beyond the members of your organisation and what their response has been. You should also show how you have engaged with any other communities that may be affected by your proposals.*

*In August 2023 BVT carried out an on-line consultation of the community, promoted via facebook.*

*A total of 196 responses were received. A summary of this consultation is attached:*

*47% of people agreed or strongly agreed that it should be kept and re-opened as a Police Station,*

*97% agreed or strongly agreed that the Police Station should be retained redeveloped for Community Benefit*

*85% of those responding either strongly disagreed or disagreed that the Police Station should be sold on the open market*

*Of the responses received the most popular options for the site were as follows:*

*Medical Centre*

*Bank/Post Office*

*Youth Club*

*Community space for hire*

*Café/Restaurant*

*Gym*

*Nursery/After School provision*

*We also received over 60 additional comments including some responses from local businesses looking for additional premises.*

*As a result of Police Scotland announcing their decision to dispose of the site, we have also seen increased traffic on local community facebook pages.*

*In light of the findings from our consultation we liaised with Pentland Medical Centre (the local health care provider) and NHS Lothian. Whilst Pentlands Medical Centre is struggling with capacity, they are not currently interested in operating a satellite facility. NHS Lothian were also approached and they do not have the funding to establish a new practice in the area. We do believe however that there are private health practitioners (Physio, Counselling) who may be interested in providing services in Balerno.*

## Section 6: Funding

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

*You should show your calculations of the costs associated with the transfer of the land or building and your future use of it, including any redevelopment, ongoing maintenance and the costs of your activities. All proposed income and investment should be identified, including volunteering and donations. If you intend to apply for grants or loans you should demonstrate that your proposals are eligible for the relevant scheme, according to the guidance available for applicants.*

*Balerno Village Trust plans to apply to Scottish Land Fund – Stage 1 for technical feasibility of the asset and current market valuation and Stage 2 for acquisition costs. Balerno Village Trust meets the criteria to apply for these funds.*

*This proposal has been prepared to enable to community to fully explore the opportunity for use and development of the site. Due to the sensitive nature of Police operations there is very little information available for the site, which makes it difficult to identify costs that might be involved in the re-development of the site.*

*Balerno Community Council (of which BVT is a member) has tried to arrange an on-site meeting with Police Scotland with respect to the site, but this proved difficult to arrange due to the availability of representatives from Police Scotland.*

*BVT does have a source of funding from Harlaw Hydro (£80k per annum), which is currently being used to re-develop Balerno Community Centre, which could also be used to re-develop the asset.*

*BVT has previously prepared business plans for the operation of Balerno Community Centre, once we have had full access to the building and have some idea of the visual condition with a floor plan, we can develop a similar plan for this asset, and with more detailed income and costings, including an outline financial plan for the renovation and a revenue plan for sustainable on-going use.*

## Signature

Two office-bearers (board members, charity trustees or committee members) of the community transfer body must sign the form. They must provide their full names and home addresses for the purposes of prevention and detection of fraud.

This form and supporting documents will be made available online for any interested person to read and comment on. Personal information will be redacted before the form is made available.

**We, the undersigned on behalf of the community transfer body as noted at section 1, make an asset transfer request as specified in this form.**

**We declare that the information provided in this form and any accompanying documents is accurate to the best of our knowledge.**

Name Emma Galloway

Address

8 Glenbrook Road

Balerno

Edinburgh

Date 17/3/24

Position Chair

Signature



Name Fiona Harvie

15 Willow Tree Place

Balerno

EH14 5AZ

Date 17/3/24

Position Director

Signature





## **Checklist of accompanying documents**

To check that nothing is missed, please list any documents which you are submitting to accompany this form.

### **Section 1 – you must attach your organisation’s constitution, articles of association or registered rules**

Title of document attached:

Articles of Association

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

Documents attached:

### **Section 3 – note of any terms and conditions that are to apply to the request**

Documents attached:

### **Section 4 – about your proposals, their benefits, any restrictions on the land or potential negative consequences, and your organisation’s capacity to deliver.**

Documents attached:

### **Section 5 – evidence of community support**

Documents attached:

Balerno Police Station consultation summary findings Sept 23

### **Section 6 – funding**

Documents attached: