



From mountain to sea

Asset Transfer Request

This is an asset transfer request made under Part 5 of the Community Empowerment (Scotland) Act 2015. **Please read the applicant notes before completing this form.**

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

- 1.1 Name and address of the CTB making the request. This should be the registered address, if you have one.

Name:	Inverurie Scout Group
Postal address:	Scout Hut, Victoria Street, Inverurie, Aberdeenshire
Postcode:	AB51 3QZ

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

Contact name:	██████████
Position in CTB:	████████████████████
Postal address:	██████████ ██████████
Postcode:	██████████
Email:	████████████████████
Telephone:	██████████

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.*



From mountain to sea

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

<input type="checkbox"/>	Company, and its company number is	
<input checked="" type="checkbox"/>	Scottish Charitable Incorporated Organisation (SCIO), and its charity number is	SC018382
<input type="checkbox"/>	Community Benefit Society (BenCom), and its registered number is	
<input type="checkbox"/>	Unincorporated organisation (no number)	

Please attach a copy of the CTB’s constitution, Articles of Association or registered rules.

1.4 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:

1.5 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?

Scottish Charitable Incorporated Organisation



From mountain to sea

Section 2: Information about the asset requested

2.1 Please identify the asset - land or building(s) - 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 attach a map and full description of the boundaries of the area to which your request relates. If you are requesting part of a building, please make clear what area you require. a drawing may be helpful.

Name of Asset:	Small grassed area adjoining and to the North of the existing Scout Hut
Address of Asset:	Grid Ref: NJ 77179 214433 Victoria Street Inverurie Small grassed area adjoining and to the North of the existing Scout Hut between the hut and the main road (Victoria Street) and ground immediately adjacent to the existing hut to the boundaries as shown on the attached plan.
Postcode of Asset:	AB51 3QZ

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

This should be given in the relevant authority's register of land

UPRN: N/A



From mountain to sea

Section 3: Type of request, payment and conditions

3.1 Please mark what type of request is being made (mark one only):

- 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 asset requested?

Proposed price: £0.00

Please give information setting out any other terms and conditions you wish to apply to the request.

N/A



From mountain to sea

3B – Request for lease

What is the length of lease you are requesting?

N/A

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

Proposed rent:
£ per

Please give information 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.



From mountain to sea

3C – Request for other rights

What are the rights you are requesting?

N/A

Do you propose to make any payment for these rights?

Yes

No

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

Proposed payment:
£ per

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



From mountain to sea

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.

Inverurie Scout Group currently has 2 Beaver Colonies, 2 Cub Packs and 2 Scout Troops as well as an Explorer Unit with whom we have a Partnership Agreement for the use of our hut, totalling approximately 140 Youth Members. The Scout Association (TSA), which is the governing body for UK Scout Groups, recommends that: "the Scouting programme, in all sections, should spend 50% of the time working on "outdoors and adventure" areas. This does not mean that 50% of the time young people need to be outdoors, but that the programme should have activities with an outdoor and adventure theme. Although the more time you can spend outside the better!".

Prior to the commencement of the construction of the Inverurie Community Campus, the Inverurie Scout Group had informal access to the Inverurie Academy playing fields, Victoria Park (now developed for car and bus parking) and adjacent areas for outside games and other activities, for example practice pitching of tents with our Youth Members.



From mountain to sea

Benefits of the proposal

4.2 Please set out the benefits to the community that you consider will arise if the request is agreed to. This should include: - economic, regeneration, public health, social wellbeing, environmental benefits; or how this will reduce inequalities.

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

By gaining the grassed area to the North of the Scout Hut, we would once again be able to provide outside space for activities during our usual weekday Section meetings (Monday through Thursday) in close proximity to the hut and our equipment. This would also enable us to more easily comply with any remaining social distancing measures still in force when 'face to face' scout meetings resume. In addition, by expanding the site boundary, it becomes significantly easier for us to carry out maintenance of the exterior of the Scout Hut. Furthermore, an expanded site boundary would allow the Scout Group options to load equipment into vehicles (for example when we are going to a camp away from Inverurie) without obstructing existing pedestrian footpaths to the front (West) of the Scout Hut.



From mountain to sea

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.

There are no known restrictions.

Risk Analysis

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.

There are no known negative consequences.



From mountain to sea

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.

We have looked after the existing Scout Hut since the early 1960's. We also have significant assets in terms of equipment for Scouting Activities, fixtures and fittings within the Scout Hut and its immediate environment, therefore due to the relatively small piece of land involved we foresee the upkeep of the land being carried out by our own volunteers (e.g. fence painting, grass cutting).



From mountain to sea

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, their response and how the community have contributed to the design of the project. You should also show how you have engaged with any other communities that may be affected by your proposals.

This Asset Transfer Request has support of the Inverurie Scout Group Executive Committee which is made up of Scout Group Leaders and members of the parent body from across Inverurie and its immediate surrounding areas.



From mountain to sea

Section 6: Funding

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

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.

Due to the relatively small piece of land involved we only foresee minimal costs associated with the upkeep of the land as this would be carried out by our own volunteers (e.g. fence painting, grass cutting).



From mountain to sea

Section 7: Business Plan including a 3-year financial forecast

7.1 Please give details of your Business Plan

You should include a statement of your goals, reasons they are attainable, plans for reaching them and a forecast of future revenues and expenses.

N/A



From mountain to sea

Signatures

Two authorised signatories (e.g. manager, 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	<input type="text"/>
Address	<input type="text"/>
Date	<input type="text"/>
Position	<input type="text"/>
Signature	<input type="text"/>
Name	<input type="text"/>
Address	<input type="text"/>
Date	<input type="text"/>
Position	<input type="text"/>
Signature	<input type="text"/>



From mountain to sea

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:

Constitution and Bylaws of Inverurie Scout Group

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

Documents attached:

Inverurie Scout Group - Asset Transfer Request Site Map

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

Documents attached:

N/A

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

Documents attached:

N/A

Section 5 – evidence of community support

Documents attached:

N/A



From mountain to sea

Section 6 – funding

Documents attached:

N/A

Section 7 – business plan including a 3-year financial forecast

Documents attached:

N/A

Completed applications should be sent to your **local Area Manager** and marked '**Asset Transfer**'. **Contact addresses are listed below:**

<p>BANFF & BUCHAN Area Manager Town House 34 Low Street Banff AB45 1AY</p> <p>Tel. no: 01467 537131 Email: banffandbuchanamo@aberdeenshire.gov.uk</p>	<p>BUCHAN Area Manager Buchan House St Peter Street Peterhead AB42 1QF</p> <p>Tel. no: 01467 537634 Email: buchanareaoffice@aberdeenshire.gov.uk</p>
<p>FORMARTINE Area Manger Formartine Area Office 29 Bridge Street Ellon AB41 9AA</p> <p>Tel. no: 01467 538439 Email: formartineareaoffice@aberdeenshire.gov.uk</p>	<p>GARIOCH Area Manager Gordon House Blackhall Road Inverurie AB51 3WA</p> <p>Tel. no: 01467 539371 Email: garioch@aberdeenshire.gov.uk</p>
<p>KINCARDINE & MEARNES Area Manager Viewmount Arduthie Road Stonehaven AB39 2DQ</p> <p>Tel. no: 01467 534684 Email: kincardineandmearnes@aberdeenshire.gov.uk</p>	<p>MARR Area Manager Alford Area Office School Road Alford AB33 8TY</p> <p>Tel. no: 01467 536421 Email: marr@aberdeenshire.gov.uk</p>