

OCTOBER 2017

PITCHES.

99 YEAR LEASE.

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**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 Angus Council & 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

MONIFIETH ATHLETIC FOOTBALL CLUB SCIO

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

Postal address:

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:

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, and its company number is .....	
X	Scottish Charitable Incorporated Organisation (SCIO), and its charity number is .....	SC047019
	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

lease 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?

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.*

**Football Pitches and Ground at Riverview Park (Council Site 7802)**

**Football Pitches, and Ground,**

**Riverview Park,**

**Monifieth,**

**(Postcode not shown on Council list)**

**(Council Site 7802)**

**The application does not include the car park or access roads or Pavilion (there will be an additional application for purchase of Pavilion).**

**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: Council Site 7802**

**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: £

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?

99 years

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

Proposed rent: £1000 per annum

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.*

Identified need	Project Aim	Activities and outputs - what will you do	Immediate Outcomes	Longer term outcomes
Facilities - 3G Multi Sports Surface	To improve the local facilities and enable more activities	Purchase a new pitch covering to enable sports and recreation in all weathers. Daytime and Winter evenings	Increased capacity - new players, additional use from other sports clubs.  Local events to showcase surface and encourage healthy living	Creation of a focal sports hub for Monifieth and surrounding area.  Centre for excellence for outdoor sports
Pavillion redevelopment	Create community hub	Community Asset Transfer of pavillion.  <b>SEE SEPARATE APPLICATION</b>  Renovations Internally to make more suitable for local use	CAT purchase  Plans drawn up to make facility fit for purpose	Potential for extension and increased use in the community
Capacity building	Maintenance for new facilities and development	Employ a maintenance officer/ground keeper PT potentially	Explore opportunities of a shared resource	Employability programme/Modern apprenticeship, extended to other aspects of groundskeeping

		shared with other facilities	with other clubs	In partnership with Angus Alive
Increase delivery	Improve and extend on site sports coaching	Employ a Sports Development Officer, share with other local Angus clubs	Launch with SFA an officer dedicated to the Monifieth/Carnoustie area.	Further employability in the area. Opportunity to develop school leavers in a coaching role

### 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.*

- MAFC will deliver more grassroots football for children aged 5-19.
- 270+ children participants - 15% rural participants, increasing to over 300 by 2019
- Further sport, such as rugby training can be offered on the all-weather surface.
- Increased capacity to provide walking football for senior members of the community.
- Increased capacity to expand education through football for children with additional support needs (ASN).
- Increased capacity to offer sport as a diversion to teenagers involved in anti-social behaviour.
- All weather surface will allow links to Angus Academy school pupils, offering sport on a Friday afternoon when school ends.
- Pavilion redevelopment will allow large space in the pavilion to increase community use for groups such as baby sensory, coffee mornings, education for parent coaches and children's football parties.
- Giving the community a facility and legacy to be proud of an in line with other areas and local planning.



- Promote social inclusion through sport, recreation and education.
- Promote healthy living and tackle inequality
- Build social capacity and a sense of place
- Raise community aspiration and opportunity (volunteering, employment etc)

This project's main aim is to increase and improve sporting facilities for young people. The project will allow children and youths to use the sporting facilities all year, day and night. It will allow MAFC to expand and continue to deliver education on life skills through sport.

It will allow MAFC to deliver "midnight football", ensuring anti-social age groups are directed towards sport and away from anti-social and criminal behaviour.

It will allow MAFC to deliver further training for local youths, giving them recognised coaching qualifications and life skills to advance into further education and employment.

It will allow young people to develop their athleticism in a quality environment, maximising their potential to go onto a higher/professional level.

The additional use of the facility will also reduce the opportunities for anti-social behaviour in the car park, which is an area of concern currently.

The remaining land will be utilised as football pitches and communal open space, with better provision and directions allowing more appropriate access for other users, including dog walkers.

### **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.*

The area of land is designated public land and we will continue to allow public access to most of the area. The new artificial surface will be fenced in as there is no public access to this facility.

Future use may include Junior Football which requires a fenced pitch which would have to be negotiated with Angus Council if this expansion was to proceed.

The proposed changes for the changing room pavilion will only reduce the available open space by less than 5%, and the new pavilion facilities will allow greater use by other community bodies and local groups in addition to the increased use by the Football Club itself.

### **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.*

There may be some light pollution from the floodlights for the all-weather multi sports surface, although this will be minimised by strategic siting of the facility and also improvements in lighting technology which now directs light much more accurately, reducing the potential light pollution. In addition there will be restricted times the facility can be used and it is unlikely to be used after 10.00pm in the evening nor before 9.00am in the morning.

There is the possibility of noise from the facility but this will be restricted by a code of conduct that will be enforced by the Club. There will always be noise issues due to the proximity of the railway line to the facility.

There could be objections from local dog walking businesses, although we propose better provision by paths and directional signs, allowing more appropriate access for other users, including dog walkers.

### **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.*

MAFC has delivered on yearly financial plans in-line with facility growth, seeing membership expand year on year.

MAFC regularly consults with partnership bodies, such as the Scottish Football Association to identify emerging trends. This partnership recognised local needs for development, which included increasing girl's football, senior walking football and coaching children with additional support needs. These are delivered year on year, managed alongside ensuring facilities/equipment meet demand and in partnership with other football clubs in the Panmure area.

MAFC has a dedicated funding co-ordinator to manage all applications where a capital spend/request is identified from application to project completion. MAFC has had success in financial awards, recognising how grants should be applied for from an identified need, its impact and management to delivery.

For this project, a project manager was identified to assist the club and manage costs, design and delivery. An architect with experience in project management and design of large scale projects, including 3G football pitches was also commissioned for advice on feasibility, planning and design.

We also have identified and appointed Accountants, Solicitors and also have access to other construction expertise through our large membership.

The SFA have also supported us with guidance and information, and we have actively taken advice from other organisations and individuals who have completed their own CAT.

The current trustees include policemen and a qualified insurance broker and the trustees will utilise their contacts and other committee members when their own skillset is not sufficient.

## **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.*

MAFC took part in a charrette for the Monifieth/Sidlaws area which indicated a need for improved local use sports facilities and large multi-use areas for indoor events. At present the local communities travel distances to use sports facilities similar to the one planned. Other similar 3G surfaces are constantly booked, restricting use and showing demand for expansion in the area.

Monifieth/Sidlaws area is often seen as a forgotten suburb of Dundee. However, its community is vibrant with an increased demographic through growth in house building (up to 400 houses being built). As the largest club in the area MAFC recognises the need for providing well managed sports facilities for the current and growing communities.

As there are now 240 children playing football under the MAFC banner, from age 5 to 19, together with two amateur teams using the facilities, there is strong support for the better environment we are trying to create. There is support from over 500 parents and also the local schools who have additional sports needs that there existing facilities cannot cater for.

MAFC have recently opened an online survey, open to the public and publicised via our social media pages, asking for opinions on the service MAFC provide and the facilities available now and for the future.

<https://www.surveymonkey.co.uk/r/GMW9QGM>

Initial responses show significant support for improved facilities.

## **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.*

**Funding Plan**

*Initial funding strategy is based upon achieving the costs of delivering and all weather surface, community asset transfer and legal costs associated thereto. Costs associated with conversion of the pavilion can be achieved by community contribution. Costs associated with further improvement of the area will be achieved by club revenue and income from facility use.*

#### **Initial costs**

*60x40m pitch estimated at £280,000 inc VAT (based on 3 initial tender documents received).*

*It is hoped the surface will be achieved through local and national grants available for projects of this kind.*

#### **Further costs towards 2021**

*Triple cylinder lawn mower £5000*

*Fencing £3000 (per pitch)*

*Maintenance costs, electric and water currently covered by existing club revenue and is not expected to have any negative impact on facility improvement.*

#### **Income**

*Advertising around pitches, £100 per advert x 20 (consent for 50 adverts, however conservative estimate is 20 are achievable) = £2000*

*Annual fundraising events, £2000*

*MAFC is a registered charity eligible to receive gift aid and income through these means will be used for facility improvement.*

*Hire of the all-weather surface will generate a substantial amount for the club, used to extend and improve what the club can deliver in line with this plan and community needs.*

#### **All-weather surface hire plan.**

*A 60x40 pitch can be divided into 2 lets (5 a side pitch size), however, teams normally make use of the full space.*

*1 hour hire*

*£30 concession (£50 adult) for 60x40*

*£15 concession (£25 adult) for 30x20*

*Each MAFC team would receive 1 ½ hours per week at no cost, however, any additional training would incur a cost at an agreed rate similar to the rate offered to others.*

*The total time used by MAFC would be 15 hours per week. Weekdays the facility would be open from 1600 – 2200 hours (peak time is 1800 to 2200). Demand shows weeknights is when the facility would be most used. Weekend rates and use would be agreed and determined.*

*Total peak time weekday use in hours amounts to  $5 \times 4 = 20$  hours. Less 15 hours MAFC use amounts to 5 hours capacity for hire per week. Based on 5 - 1 hour lets at £30 = £150 per week. If the pitch is let for 40 weeks (conservative estimate) this would generate £6000 per year, less costs of electric when floodlights are in operation.*

*The estimated income does not take into account use over the weekend, which is likely and is based on the anticipated minimum use in comparison to facilities nearby. The let costs are also less than other facilities (£57 per hour at peak for Soccerworld). If the adult let costs are achieved, this would show an annual income of £10000 (based on 40 weeks).*

*The annual rent of £1000 to Angus Council will be funded from our membership fees which at present range from £10 to £17 per player per month which is payable by monthly standing order. There are currently 170 registered players.*

## 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

Address

Date

Position

Signature

Name

Address

Date

Position

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:

1. Constitution

2. Code of Conduct

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

Documents attached: Pitch Allocation Plan

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

Documents attached: None

**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: None

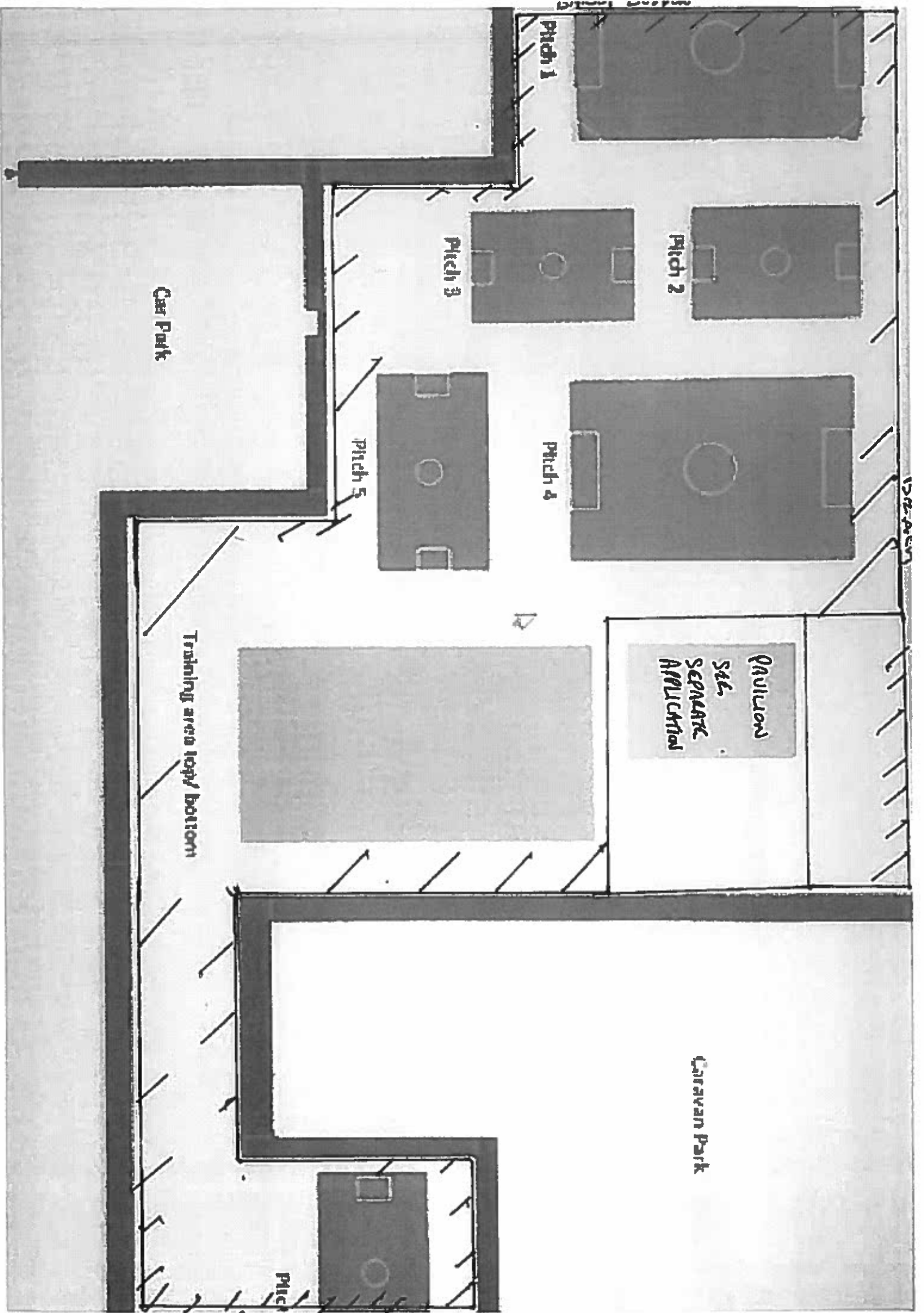
**Section 5 – evidence of community support**

Documents attached: None

**Section 6 – funding**

Documents attached:





Pitch 1

Pitch 2

Pitch 3

Pitch 4

Pitch 5

Pavilion  
SEPARATE  
APPLICATION

Training area top/ bottom

Car Park

Caravan Park

Pitch 6

