



Charity No. SC047770

Application

COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015

**Asset Transfer Request of the former Scottish Prison
Service Family Hub to Support for Families**

Support for Families (S4F)



Support For
Families

October 2023



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

Support for Families

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

Postal address:
36 St John Street
Stirling
Postcode: FK8 1EA

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: [REDACTED]
Postal address:
36 St John Street
Stirling
Postcode: FK8 1EA
Email: [REDACTED]
Telephone: [REDACTED] or Mobile [REDACTED]

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	SC047770
	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.

Our proposal relates to the entire premises of the former family support hub located at HMP Cornton Vale, which is now due to be demolished as it is deemed surplus to the Scottish Prison Service's requirements as the new women and young offenders facility has been built next door. The premises sought are located at Castle Vale, FK9 5NX and includes the former family support hub, the ground space surrounding the building, the rear garden area, car parking spaces in front of the building and beyond, and garage units which include 1 double garage, 2 single garages.

The property extends to a gross internal area of 223.70 square meters. The former family support hub building contains the following rooms which are all located at one level: Main Entrance, Victors WC, Buggy Store, 2 x Meetings Rooms, Play Area, Main Waiting Area, 2 x Staff Offices, Multi-purpose Hall, Cleaners Store, 2 x Tea Point Areas, a Training Room, and Disabled WC/baby changing Room.

Maps showing the property area and location on a street map as well as an detailed floor plan have been included in our Business Case Section 1.2 About the Asset.

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:



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: ██████████*

We seek full ownership of the asset, garages, and surrounding land with full access and use of the asset as well as the responsibilities for maintenance, repair, and improvements to ensure the asset upkeep. Although we would be happy to negotiate a higher price should that be required, we have chosen this conservative price for several reasons. Firstly, whilst the property is in good condition, it does require some renovations which have varying costs incl., overhauling the toilet facilities due to damage caused by water ingress from the roof, replacing single-glazed windows for double-glazing in order to improve the thermal performance of the property and reduce long-term energy consumption, replacing the existing lights with modern fittings in order to reduce energy consumption, fixing the roof as appropriate once it has been cleared of vegetation in order to fix the existing damp issues, installing a new fence to make the premises secure, redecorating the overall premises, etc. Our offer also takes into account the savings to Scottish Prison Service of the previously planned demolition of the building incl., the costs of recycling all appropriate items on-site. We will also continue to provide community parking within the existing parking areas, helping to alleviate concerns that the community has regarding the site’s potential demolition which would of course otherwise remove these areas.

Additionally, we believe that our organisation’s overall work has considerable value to that of the Scottish Prison Service, not least because our overall goals overlap as we also aim to improve the long-term outcomes of disadvantaged people by helping



them build positive family support, improved skills, and stronger support networks. This helps to not only reduce the cycle of substance misuse and reoffending on an individual level, respectively, but also promotes wider community change. As such, we hope that, by taking ownership of the former Family Support Hub premises at Cornton Vale Prison, we can scale-up our successes and further develop and expand our overall service provision in order to support greater positive change on an individual and community-wide level to improve the longer-term outcomes of local disadvantaged individuals, families, and communities. In this connection, we have already discussed potential new services with key partners, including Forth Valley Inclusion who works within HMP & YOI Stirling, that will enable us to combine our own independent skills and strengths in order to offer more comprehensive support that will maximise the outcomes achieved by impacted children, young people, adults, families, and communities.

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?

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



Section 4: Community Proposal

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

Support for Families (S4F) proposes to take ownership of the total premises of the former Family Support Hub at Cornton Vale Prison in Stirling through the asset transfer process. Doing this would enable S4F to further develop and expand our provision of holistic family support for disadvantaged children, adults, and families across Stirling that are impacted by a loved one's substance misuse, poverty, abuse, trauma, and other adverse experiences as well as provide a multi-purpose community hub to improve the lives of local people living in Cornton and the surrounding area.

The building was once the Family Support Hub for Cornton Vale Prison and was operated by Forth Valley Inclusion, one of S4F's community partners. There are currently no other development plans for the property and, in fact, it was initially due to be demolished, as the building has now been deemed to be surplus to the Scottish Prison Services' requirements. Rather than removing the unique high-quality and potentially vital asset from the community, S4F seeks to take over and reopen the premises as a community hub and family support centre, with a focus on providing vital services for local children, young people, carers, and families that live in areas of severe, multiple deprivation and are impacted by issues including substance misuse in the family unit, abuse, neglect, trauma, adverse childhood experiences, and more.

We believe taking over ownership of the premises can provide a tremendous opportunity for both our charity and the local community, which continues to face significant and deeply-entrenched poverty, inequality and deprivation, with community members and representatives saying that they feel "*ignored,*" "*overlooked,*" and "*disadvantaged*" and that "*we are a forgotten community, there is nothing here for us or our kids, just drugs and despair.*" We truly believe that this opportunity carries with it a unique power that can uplift and forge new life into this forgotten community as it will enable our organisation, which already has deep, long-standing connections and relationships with community members and organisations, to significantly expand our operations and provide an extended range of services to better meet the unique, changing needs of disadvantaged community members. In doing so, taking ownership of the property and premises may be the catalyst needed to create real lasting positive change within the community and help those that feel ignored, overlooked, and disadvantaged to gain the knowledge, skills, confidence and positive support networks needed to take back control and progress to positive destinations.



S4F has been supporting vulnerable families in Stirling since 1999. The organisation was previously known as Stirling Family Support Service (SC034768) but transitioned into a new SCIO named Support for Families in 2018 (SC047770). The organisation's main objectives are to: Provide support, education, and resources to help children and young people affected by adverse childhood experiences; Provide support and resources to improve the resilience and wellbeing of individuals, families, and communities dealing with the many challenges related to substance misuse; To raise awareness, reduce stigma and create a supportive environment within the wider community; and to Improve the skills and knowledge of people in the local community.

We currently deliver a range of services including counselling, family support, development opportunities, therapeutic services, childrens services, a telephone support helpline, as well as social and recreational activities that help improve the lives of the children, adults, families, and communities that we work with (additional details provided below).

Our ability to provide whole family support is wholly unique within the wider Stirling area; whilst there are 13 substance misuse services in Stirling and Forth Valley, these either only support individuals with problem drinking/drug use or only key age groups affected by a loved one's substance misuse. S4F is the ONLY local service that provides targeted support for children and adult family members of all ages that are impacted by a loved one's substance misuse, with the organisation often working with multiple generations of the same family. We have also, in recent years, further evolved a few of our services in order to open them up to and support, where appropriate, other vulnerable local people that experience abuse, neglect, severe trauma, and, for children and young people, multiple adverse childhood experiences(ACE). Our ability to meet the many, unique and complex needs of each individual within the family unit by utilising a flexible and individualised approach helps the children, young people, carers, and families that we work with achieve more life-changing and long-lasting outcomes.

Our services are in significant demand as a result of our wholly unique service provision, many of which have considerable waiting lists. Despite this, however, the organisation's overall growth and ability to support the community has been significantly hampered by our current small premises which offer limited space. The asset's overall premises, which include the former family hub, the surrounding land, parking area, and garages would provide unique opportunities to both expand upon our existing services in order to better meet demand as well as establish new services in line with the community's need.

The asset's premises will also significantly improve overall accessibility as many of our current beneficiaries are individuals with physical disabilities and/or limited



mobility that struggle to access our current premises due to it being set over several levels requiring the use of stairs.

Although the former Family Hub is in good condition, we will require to make some renovations which have varying costs incl., overhauling the toilet facilities due to damage caused by water ingress from the roof, replacing single-glazed windows for double-glazing in order to improve the thermal performance of the property and reduce long-term energy consumption, replacing the existing lights with modern fittings in order to reduce energy consumption, fixing the roof as appropriate once it has been cleared of vegetation in order to fix the existing damp issues, installing a new fence to make the premises secure, and redecorating the overall premises

Currently S4F supports approx., 1,500 people per annum through our telephone support service and 500 people through our face-to-face support services, with most people accessing in-depth face-to-face support services over several months or longer. Most of the people we support live in Cornton, Culterhove, and Raploch areas of Stirling, which lie in the 1% most deprived areas of Scotland, though we offer support for vulnerable families living throughout Stirling and Forth Valley. A brief synopsis of our current core services has been provided below.

1-to-1 Support – we provide a combination of mental, emotional, and practical support to meet the immediate needs of vulnerable children and adults and help them develop the skills, knowledge, and confidence needed to take control of their life; better cope with the trauma, stress, and challenges faced; build self-worth; and experience improved health, resilience, and wellbeing. We also help adult clients access grants, free clothing/furniture, facilitate discussions with council services, esp., housing and social work services, and more as needed. In addition to providing year-round support sessions, we've also, in the past, provided 1-to-1 support blocks lasting 4-6 weeks revolving around key issues, e.g., parenting support for new kinship carers, building self-esteem courses, etc. Additionally, given the extreme vulnerability and high-tariff behaviour typically exhibited by children accessing our 1-to-1 support, we work in close partnership with Includem and CHAMPS to offer coordinated and complementary support sessions, which help us better address the root cause of their issues rather than just the symptoms. Due to the limited space at our current premises, we can only offer so many sessions per week as this service shares space with our counselling service. Taking ownership of the hub premises would therefore enable us to increase the number of sessions offered each week to better meet demand.

Counselling – due to our current limited space, our counselling services are currently focussed solely on supporting vulnerable teenage girls aged 12-20 that experience 4+ ACE's and adults that have been abused or neglected whilst living in care. This service can have a profoundly positive impact on mental health and long-term wellbeing, providing a safe space for individuals to unburden and receive the



intensive support needed to process, heal, and better cope with the emotional impact of ACE's and other trauma and build resilience, coping skills/strategies, and essential tools that empower clients to regain control over their lives, make more positive and informed life choices, and progress to positive destinations. There are simply no other local services specifically targeting the most vulnerable young girls and women so there is huge demand for this unique service, leading to a significant waiting list of individuals that have either self-referred or been referred by key agencies that we work closely with incl., Stirling's Children and Adolescent Mental Health Services, School Counselling Service, and Family Support Team, FVRH's Medical Paediatric Service and more. However, due to our current limited space, we can only provide approx. 60 on-site counselling sessions each month, not including video-call appointments. Taking ownership of the hub premises would enable us to expand our counselling services to not only better meet the existing high demand for the 2 groups currently targeted but to also open the service's remit to all age groups.

Telephone Support - our free and confidential telephone helpline enables parents, carers and other adult family members affected by substance misuse in the family unit to talk about their feelings, experiences, and concerns, receive listening-ear support, and even access information about drugs and alcohol and the support services available. Calls are typically followed up on with written information, email support, referrals to our internal services and/or other agencies, and/or home visits, as appropriate, to help the caller access the support they need. Due to the stigma that the families we support face in the community, callers are sometimes hesitant to discuss the severity of their at first and so often take-up several calls before feeling confident enough to fully unburden and arrange to come in for support.

Support Groups – we run several groups that specifically target and support parents, caregivers, and children dealing with specific issues, incl., grief, addiction, kinship care, etc. These groups provide unique spaces for people to share their feelings, experiences, and peer support, learn from one another, and gain encouragement, improved knowledge, and stronger support networks that improve overall inclusion and resilience and reduce isolation and loneliness. In addition to offering weekly and monthly support groups, we also run issue-based workshops in line with the community's unique, changing needs. For example, we recently ran a series of workshops to help local parents and carers build improved knowledge/understanding of key issues impacting local children and better recognise the signs of bullying, assault, suicide ideation, etc., in order to intervene before such issues become crises. Taking ownership of the hub premises will enable us to explore additional need within the community and set-up other support groups in line with this need.

Childrens Services – we offer a wide range of year-round group support, learning, issue-based, and social/recreational activities that help holistically support vulnerable children and assist their overall personal growth and development by providing



unique opportunities for them to explore new interests, positively engage with their peers from whom they can learn and grow from, develop improved confidence, knowledge and key life skills, e.g., social, conflict-resolution, coping, anger management, etc., and build strong new support networks and community connections, all of which helps them lead more positive, active, and inclusive lives. We also offer an extended 'holiday fun club' run during term breaks that brings diverse vulnerable children together. In addition to supporting children, these services provide stressed-out parents and carers with much-needed respite that help them de-stress, get back out into the community, engage with their own peers, and better cope with/manage their on-going responsibilities and challenges. Our childrens work puts children and families at the centre of our work and adheres to the Scottish Government's approach to Getting It Right for Every Child(GIRFEC). Staff use the Wellbeing Wheel to assess need following SHANARRI indicators, e.g., safe, healthy, achieving nurtured, active, respected, responsible and included.

Complimentary Therapies – We offer a range of therapies that not only provide immediate relief to the mental health and wellbeing of clients by helping them de-stress, reduce pain/discomfort, and feel restored in body and mind, but also enable them to build improved knowledge and understanding of proactive coping strategies, mindfulness and meditation techniques, etc., that they can apply to their/their families' lives to improve longer-term mental health, emotional resilience, and wellbeing. Therapies can benefit all people, regardless of their background or circumstances, providing innumerable benefits to the overall wellbeing of the community. Taking ownership of the hub premises would enable us to dedicate a room towards this service provision and provide both free therapies for clients and very low-cost therapies for all other community members, with the proposed income generated from this service helping sustain the premises' overall cost.

Community Events – our events foster a sense of community belonging and social connection, providing opportunities for diverse local individuals and families to come together, positively engage with their peers, and build positive new community connections and stronger social/support networks that play a crucial role in supporting their longer-term mental health, wellbeing, and quality of life. Our events provision relies heavily on the support of local volunteers that help us create a range of positive community engagement opportunities such as BBQs, picnics, game days, cultural celebrations, and themed holiday events. Taking ownership of the hub premises would enable us to offer increased community events, providing an increased range of positive community activities through which disadvantaged and isolated community members of all ages, backgrounds, and circumstances can come together, build stronger social/support networks and achieve positive outcomes: improving community cohesion.



Crisis Practical Support – we continue to work in partnership with key groups and funders to provide holiday food hampers, utility and supermarket vouchers, hygiene packs and other practical support to help families in poverty. We also help families access individual and emergency funding from the local authority and other key funds, e.g., Cash for Kids, and are additionally a designated referring partner for Start Up Stirling, the local food bank, with whom we have worked diligently to ensure that local families can secure the healthy food they need.

Potential New Services and how they relate to Cornton Vale

We believe that our organisation's overall work has considerable value to not only the local Cornton community but also to the Scottish Prison Service itself, not least because our overall goals overlap as we also aim to improve the long-term outcomes of disadvantaged people by helping them build positive family support, improved skills, and stronger support networks. This helps to not only reduce the cycle of substance misuse and reoffending on an individual level, respectively, but also promotes wider community change. As such, we hope that, by taking ownership of the former Family Support Hub premises at Cornton Vale Prison, we can scale-up our successes and further develop and expand our overall service provision in order to support greater positive change on an individual and community-wide level, improving community cohesion and the longer-term outcomes of local disadvantaged individuals, families, and communities.

Despite being a small charity with limited funds and capacity, our services already make a significant difference to the individuals, families, and communities we work with; we therefore believe that the potential that arises through taking over ownership of the former hub premises can have a truly transformative impact on the local Cornton community and beyond.

As the Scottish Prison Service is aware, communities affected by poverty and deprivation experience higher levels of offending behaviour and substance misuse when compared to more well-off communities, often due to the hopefulness that many individuals feel when affected by a combination of significant challenges such as poverty/financial/housing issues, high debt, poor health, family breakdown, neglect/trauma, domestic violence, low educational attainment, isolation, and stigma/exclusion from the wider community. Children and young people affected by multiple adverse childhood experiences, including a parent(s) substance misuse or other offending behaviour, are at particular risk. Many of the children and young people that we support are kinship children that have been removed from a chaotic family home due a parent(s) substance misuse, neglect, and/or abuse and placed into Kinship Care, most of whom reside with elderly grandparents that struggle to provide for the children on low-income/pensions whilst dealing with their own needs/challenges. We also support several families each year residing in temporary homeliness accommodation after fleeing the family home due to a combination of



substance misuse, domestic violence, and/or other offending behaviour as well as adults that experienced abuse/neglect when in care. Other issues that impact a large number of our clients include: disabilities and diagnosed mental health conditions, with 48-52% of the children supported each year alone having disabilities, mental health conditions, or other ASN; suicide ideation and/or past suicide attempts, leading to increased demand for intensive support; and being involved in the criminal justice system as victims, especially of domestic violence and sexual assault.

These are just some examples of the adverse experiences impacting our client based within the local community, the combination of which has long-term repercussions that negatively impact a person's overall engagement/success at school, home, and the community and can, without intervention, lead to anti-social/offending behaviour and even incarceration and substance misuse by the individual themselves: continuing a negative family cycle. In fact, nearly all of the children and young people referred to our services have admitted to engaging in anti-social/offending behaviour, including alcohol and drug use by age 14.

We strive to stop this negative cycle by providing comprehensive tailored support in a positive, inclusive, and non-judgemental space, including child-only, adult-only, and family-wide services, the combination of which gives children and adult family members essential independent time to focus/work on their own needs as well as time to come together, positively engage outwith the challenges faced at home, and build more positive family communication and relationships and strong new/social support networks that help them feel stronger, better supported, less isolated, more resilient, and better equipped to cope with/manage on-going challenges: improving their longer-term mental health, wellbeing, and chance of life-long success.

In short, our services provide effective interventions that help disadvantaged people of all ages become empowered to take back control of their lives and build the skills, confidence, and support networks needed to progress to positive destinations. Taking ownership of the premises would enable us to scale-up our successes, better meet the increased demand for our existing work, and provide a wider range of services in order to help more disadvantaged children, young people, and adults achieve life-changing and long-lasting positive outcomes. In addition to providing a vital lifeline for local people and supporting those in crisis, our work will contribute to a more empathetic, connected, and cohesive community.

Increased Partnership Working

In this connection, we have carried out scoping exercises to better understand the types of new services that we could offer from the asset. This includes building upon our existing partnerships with organisations like Includem and CHAMPS to provide a wider range of children services so that we can provide more effective early interventions for local disadvantaged children, many of whom face



significant/multiple adverse childhood experiences. Whilst key services will still be geared towards vulnerable children impacted by a parent(s) substance misuse, we expect to expand other group services, such as the 'holiday fun club' we run during term breaks, to support all local children impacted by adverse childhood experiences.

We also aim to expand upon our existing partnership with Forth Valley Inclusion, who previously ran the former family support hub at Cornton Vale Prison that we seek to take ownership of and currently run the new family hub at HMP & YOI Stirling as well as the Cornton Community Café, which provide an important link between the prison, inmates, families, and services. Whilst we currently already work alongside the organisation, including by providing weekly activities for children accessing the café, we've discussed several potential new services that could be offered as a result of S4F taking over ownership of the former hub premises. This includes providing targeted support for the more vulnerable children accessing the prison's new hub and utilising the former premises as a stopping off point for families traveling across Scotland to visit loved one's at HMP & YOI Stirling, with the facility providing a unique opportunity for children and families to freshen up, engage in games, make their imprisoned loved one a card before actually going to the prison, etc. The organisation's Manager has also shown us around the new family hub at HMP Stirling and we've been invited to go back and provide targeted activities. Whilst there are multiple new service ideas being discussed, most of these would only become fully tangible if we are able to take ownership of the former hub premises. We've also met with the Deputy Governor to discuss potential partnership working with HMP & YOI Stirling and new services that may involve recovery work and health and wellbeing for Young Offenders, though these are in the early stages. She's also put us in touch with Susan McKerracher to formalise a partnership and has scheduled an additional meeting with us in mid-November to further evaluate and discuss partnership opportunities.

We also hope to create a functioning garden within the currently unused garden area which would enable us to further build upon the existing environment-focussed activities that we provide which, in the past year, have included teaching local families how to use recycled materials in arts & crafts projects, taking children to local farms to collect produce and eggs which they've then been supported to use in fun cookery activities that promote the 'farm to table' ideology, partnering with Go Forth Stirling to develop our local Darnley Park by picking up rubbish, planting wildflowers, and building bee and insect hotels to improve biodiversity, planting seed bombs in coordination with the council, etc. The new garden area would enable us to build on this work and not only incorporate gardening activities within our existing service provision where appropriate but also engage diverse community members in gardening, irrigation building, and discussions on the positive changes that local people can make to reduce their carbon footprint, etc. Additionally, whilst we already



incorporate healthy eating discussions and one-off cookery activities within our wider services for children and young people, there has been a real demand for free cookery activities for local adults and families, as evidenced by feedback received through our general surveys as well as the community-wide survey we ran directly related to this asset transfer request, that's then influenced by the high rates of obesity and poor health in the community which is evidenced through research as well as via feedback from local people who want to make positive changes but don't know where to start on a low-income. The new premises would help us meet this need and provide healthy cookery classes that use produce from the garden itself and help local people learn how to make low-cost healthy meals.

As noted above, the new premises would also help us increase our existing services as there are more easily-accessible rooms on-site that we can use compared to our existing premises, helping us better meet the increased demand for our services. This includes offering more support and counselling sessions, community events, complimentary therapies, support groups, and childrens activities.

In light of the expanded service provision we aim to provide, we additionally seek to further build up our volunteering programme, which won Stirling Voluntary Enterprises 'Outstanding Volunteers' award in 2022, with our young volunteer group also being finalists in Central Scotland Police's Young People of the Year award. 31 Cornton community members that live near the premises sought have already registered interest in volunteering with our group, the benefits of which are three-fold as it would increase our own support capacity; further improve community engagement and overall cohesion; and help more local disadvantaged people to progress to positive destinations by helping them gain hands-on skills, confidence, and experiences.

We further expect to maximise the premises' potential by offering low-cost room hire that would enable local people and groups to access low-cost, accessible community space whilst also supporting our role as community anchor through income generation. Although the existing Cornton Community Centre offers some room hire, this is cost-prohibitive for most local people as it aligns to the costs outlined by the local authority for community spaces, meaning that this room hire is the same as larger historical venues such as Albert Hall rather than being guided by the community's actual means. We aim to offer reduced room hire to increase community engagement. A few organisations, including Forth Valley Disability Sports, have already expressed an interest in hiring this space, providing further benefit to the wider community. We also expect to generate some additional income by offering our Complementary Therapies at a low-cost to non-members and through providing mindfulness and wellbeing-based workshops to local community groups.

Please note that the overview above detailing the increased existing services and potential new services we seek to offer simply outlines our primary focuses for the



first 5 years of asset ownership. We will continue to work in partnership with local people to further develop our overall services beyond this initial 5 year period in order to continue best meeting the many, unique, and changing needs of vulnerable local people.

We believe that the increasing demand that we already experience for our existing services together with the on-going positive feedback that we continue to receive verbally and in questionnaires, evaluations, and forums proves that we are successful in reaching and engaging with local disadvantaged people affected by a wide range of issues and that there is significant on-going demand for our services.

This is further evidenced by the strong support, close partnership working, and increased referrals that we receive from key partners including Includem, CHAMPS, Action in Mind, Disability Sport Scotland, Health in Mind, Stirling's Children and Adolescent Mental Health Services (CAMHS), Family Support Team, and School Counselling Services, Social Work; FVRH Medical Paediatric Service; Home Start Stirling; local schools, e.g., Wallace High School; psychologists, and other community groups and charities. Taking ownership of the premises and moving our services to Cornton will also provide opportunities to develop additional partnerships incl., with HMP & YOI Stirling, Cornton Nursery, Cornton Library, Cornton Community Council, Cornton Action Planning Partnership, Cornton Community Centre; and other agencies and groups.

Overall our work focusses on early intervention and prevention, empowerment, and strengthening our communities by supporting local people to access essential services and resources that would otherwise be inaccessible but which enhance their abilities to cope with challenges and stressors, fostering positive community connections by creating opportunities for local people to build supportive social networks and reduce isolation, and promoting their mental health, wellbeing, and resilience by helping them build the knowledge, skills, and confidence needed to take back control, better manage crises related to substance abuse, domestic violence, adverse childhood experiences, financial instability, etc., and progress to positive destinations.

As noted, the community have expressed concerns about feeling isolated and forgotten and that their voices are unheard. We understand the powerful impact of the community empowerment agenda and its potential in local communities and will therefore continue to encourage local people to become active stakeholders involved in developing and planning services by using community questionnaires, client/service evaluations and open/client forums and encouraging them to become involved as volunteers or Board members. This will enable diverse community members to come together and discuss/work alongside our existing team members to build sustainable solutions to the community's evolving needs and increasing community engagement, cohesion, and resilience.



Benefits of the proposal

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

We believe that taking over ownership of the premises provides a tremendous opportunity for both our charity and the wider Cornton community area, which community members have described as “*a forgotten community, there is nothing here for us or our kids, just drugs and despair*” as it will enable S4F to scale-up the considerable successes it’s already had as a relatively small charity that’s limited by its current premises; better meet the significant increased demand for our wholly unique existing services, reducing the need for waiting lists; and work in partnership with local people to develop additional services that help disadvantaged children, young people, adults, and families become empowered to take control of their lives and build the skills, confidence, and support networks needed to progress to positive destinations.

Such work includes increasing:

- 1-to-1 Support and Counselling Services for people of all ages
- Support Groups for particularly at-risk and disadvantaged client groups;
- Services for Disadvantaged Children and Young People
- Community Events
- Complementary Therapies
- Volunteer Opportunities and Training
- Low-cost Community Space and Room Hire accessible to community members and groups
- Climate and Health Focussed Activities as a result of establishing a New Community Garden
- Crisis Practical Support for Children and Families in Poverty
- Car and Bike Parking

In addition to providing a vital lifeline for local people and supporting those in crisis, our work will support greater positive change on an individual and community-wide level, reduce stigma, and contribute to a more empathetic, connected, resilient and cohesive community.

We truly believe that these changes will help forge new life into this forgotten community and may be catalyst needed to create real lasting positive change within the wider area, with the premises under our ownership providing a unique community anchor point that will help increase overall community engagement, cohesion, and resilience and support its longer-term, sustainable regeneration.

As a result of accessing our services, disadvantaged people of all ages will feel stronger, better supported, more confident, less isolated or lonely; increase their inclusion, community engagement, and long-term resilience; develop key life skills



and strategies that enable them to better cope with/manage on-going challenges and crises; make more positive life choices; have improved relationships, and support networks; and experience improved health, wellbeing, and quality of life.

Benefits that will help ensure best value, governance and accountability in the long term include:

Community Empowerment and Development, the asset transfer will empower local people in the community that feel “*ignored,*” “*overlooked,*” and “*disadvantaged*” to have their voices heard and become active stakeholders involved in developing and planning sustainable solutions to the community’s evolving needs, contributing to a sense of ownership and responsibility and increasing overall community engagement, cohesion, and resilience. Increasing the overall number and type of positive community opportunities available will further foster positive community engagement, cohesion and pride.

Cost savings, ownership of the asset will enable S4F to save costs in the immediate and long-term future when compared to renting or leasing facilities, thus providing best value for resource and enabling S4F to spend more of its funding on direct service provision. We will also undertake measures and practices to improve energy efficiency, reduce waste, and lower operational costs, saving costs in the long-term.

Stability and Continuity, owning the asset ensures the continuity of local services, reduces the risk of disruption due to changes in property ownership or rental agreements. S4F is accountable to the community, ensuring transparency in resource allocation and decision-making.

Long Term planning, ownership of the asset facilitates long-term strategic planning, enabling us to work in partnership with local people and groups to develop sustainable programmes and services that can create real lasting change and support the disadvantaged area’s wider regeneration.

Employee/Volunteers Engagement, the asset will create opportunities for employment or volunteer engagement benefiting the local workforce. We carried out both a community-wide survey and community engagement event when scoping out the asset transfer process. 92% of respondents surveyed stated that they supported S4F taking ownership of the former hub premises and 100% stated that there continues to be significant demand for our unique support in the local area. 31 Cornton community members living near the premises have also registered interest in volunteering with our group.

Resource Diversification, by other organisations hiring space to run activities and groups at the Family Hub. Whilst the premises will be primarily used by S4F, we hope to maximise its overall potential by offering low-cost room hire which will enable local people and groups to access low-cost accessible community space whilst also



supporting our role as community anchor and fostering collaboration with other local organisations. A few organisations, like Forth Valley Disability Sports, have already expressed an interest in hiring this space, providing further benefit to the wider community. We also expect to generate some additional income by offering our Complementary Therapies at a low-cost to non-members and through providing mindfulness and wellbeing-based workshops to local community groups. This will help further diversify our funding sources and reduce some dependency on external grant funding to support the overall maintenance and running of the premises.

Asset Maintenance, ownership will allow total control over maintenance of the premises, ensuring the asset remains in good condition and prolonging its lifespan. As noted above, we've already identified several renovations required to be carried out up-front including overhauling the toilet facilities due to damage caused by water ingress from the roof, replacing single-glazed windows for double-glazing in order to improve the thermal performance of the property and reduce long-term energy consumption, replacing the existing lights with modern fittings in order to reduce energy consumption, fixing the roof as appropriate once it has been cleared of vegetation in order to fix the existing damp issues, installing a new fence to make the premises secure, and redecorating the overall premises. Ownership will enable these to be carried out without delay and support the long-term maintenance and repair requirements.

Funding Sustainability, S4F have a comprehensive funding strategy in place through which we secure grants from trusts and foundations that support the running of the organisation, most of whom currently support us on an annual or biannual basis. As noted, however, our current small premises have significantly limited our growth and service provision. Taking ownership of the former hub premises would therefore enable us to better meet the increasing demand for our unique services and, in turn, enable us to explore and pursue revenue and capital funding sources that have not been previously open to us which, in terms of capital funding, includes the Community Ownership Fund, Clothworkers Foundation, and more and The Scottish Land Fund is also now open to us as a community-controlled organisation. We've also recently met with Stephen Cox at the National Lottery Community Fund and discussed this proposed asset transfer and he was openly supportive of our ownership and discussed potential support opportunities should our application for an asset transfer be successful. Additionally, whilst our focus is on providing free services to best support the most vulnerable members of our community, we also aim to provide low-cost room hire and complementary therapies for non-members which will provide small income generation and therefore reduce some dependency on external grants to support the actual maintenance of the premises. We've also explored the possibility of once again providing specialist training workshops and Naloxone workshops to local agencies, groups, and the local authority at a small cost which would provide additional income generation.



Environmental Sustainability, S4F is committed to making positive changes that contribute to positive climate action. We aim to take an unused building and adjoining land and turn it into a productive multi-functional community hub. After taking ownership of the premises, S4F will undertake renovations that will support this aim incl., replacing single-glazed windows for double-lazing in order to improve the thermal performance of the property and reduce long-term energy consumption, replacing existing lights with modern fittings in order to reduce energy consumption, and removing all existing giant hogweed in order to prevent further soil erosion and support natural biodiversity. We will also incorporate principles of sustainability in other renovations and building maintenance/repair, utilise energy-efficient technologies where possible, and undertake practices to further support energy and water conservation and reduced waste in the long-term and lessen the overall environment impact of production and consumption. S4F is further committed to using, where possible, resources and equipment made from sustainable and recycled materials, reducing our overall plastic use, recycling all materials possible, and being as paper-free as possible. This includes utilising recycled materials where appropriate, e.g., for arts & crafts activities and other appropriate endeavours. Staff will be encouraged to car share to reduce carbon emissions and many clients will be able to simply walk on foot to access our services due to the premise's central, easily accessible location. Additionally, as previously stated, we hope to create a fully functioning garden within the currently unused garden area which would enable us to further build upon the existing environment-focussed activities that we provide and improve biodiversity on-site. As part of this, we hope to not only incorporate green-focussed activities within existing services but also engage community members in gardening, irrigation building, learning positive changes they can make in their day-to-day lives to reduce their own carbon footprint, clever ways to use recycled materials and more. We also hope to expand the one-off cookery activities we run to provide cookery classes that help local people learn how to make low-cost healthy food which will utilise produce from the garden created.



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.

We are not aware of any regulations or restrictions on the use or development of the land however S4F would typically want to:

Review and examine the terms and conditions of the asset transfer agreement to understand what, if any, specific restrictions are in place.

Maintain open and transparent communication with the community and stakeholders involved. Discuss any concerns or proposed changes with them.

Develop a compliance plan that outlines how the service will adhere to any proposed restrictions while continuing to provide support to individuals, families, and the community.

Engage with local authorities planning department, to discuss the projects goals and seek guidance on compliance with any meeting regulations.

Obtain permits and approvals from relevant authorities this could include building permits, environmental assessments, or zoning variances.

If any regulations and restrictions have potential environmental impacts, S4F may need to conduct an environmental impact assessment to address concerns and ensure compliance with environmental regulations.

Engage with the local community to gather input, address concern, and incorporate feedback into the project's updated development plan and encourage community buy-in and support.

Seek legal advice from professionals who specialise in land use and development to ensure all legal requirements are met.

S4F would work closely with relevant authorities and experts to navigate the specific requirements in their area.



Negative consequences

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

We have carefully explored the potential negative consequences of our asset transfer request as outlined below.

Firstly, we are aware that the community is concerned about the potential loss of the on-site parking facilities which are currently used by residents, especially should the property be demolished. Taking ownership of the premises and extended parking areas would enable us to alleviate such fears as it is not our intention to remove parking provision for residents though we do expect to allocate a few spaces directly in front of the hub to S4F clients only which we will provide transparent information on.

We are also aware of the possibility that moving our services to a new location may affect the accessibility for some in our wider client base. However, as the former hub premises that we seek to take ownership of is only 2 miles from our existing premises, we do not envision there being any significant issues, especially as most of our existing clients reside in the Raploch, Top of Town, Cornton, and Culterhove areas, which are all within a very close remit. In light of this, most of our clients will still be able to either walk on foot or take a bus from the many accessible routes in the local community to get to the new premises at the former Cornton Vale prison.

Also, whilst we aim for the premises to become our main hub through which we can provide a wide range of targeted services and community activities, we are aware that Cornton Community Centre is located about 10 minutes away. However, although both organisations will support community members, the type of support provided is drastically different and there is therefore little to no possible competition between S4F's core services and Cornton Community Centre's provision of council-commissioned Adult Community Education (ACE) services, Credit Union, Over 50's Club, general Youth Club, Cornton United, and Bingo.

The only potential competition we see relates to the provision of room hire and community space, which both locations would be offering. However, although Cornton Community Centre offers some room hire, lengthy discussions that we'd had with community members and groups show this is simply cost-prohibitive for most local people as it aligns to the costs outlined by the local authority for community spaces, meaning that this room hire is the same as larger historical venues such as Albert Hall rather than being guided by the community's actual means. Additionally, as there are no main staff at Cornton Community Centre that hold keys to the hire rooms, individuals and groups that do want to rent space at the centre must also hire a caretaker in order to use the space or register to become a



key holder themselves, which involves additional costs. In fact, there was a recent meeting in which the elected councillor for the community suggested that there be a review of community space prices as local people simply cannot afford what's currently available. The room hire we expect to offer at the new premises will be listed for about half of what is otherwise available at local venues. A few organisations, including Forth Valley Disability Sports, have already expressed an interest in hiring space from S4F at the new premises which would provide further benefit to the overall community.

We will continue to be fully transparent and maintain clear communication with local people and community groups regarding the asset transfer process, any changes and renovations made to the premises, and the impact that these may have on the local community. Should our request be successful, we will of course continue to maintain clear communication and actively engage people of all ages, abilities, backgrounds, and circumstances in the overall development and delivery of the Project.

Capacity to deliver

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

We are aware that managing the community asset effectively requires a diverse skill set among both Board Members and staff and believe that we have the capacity and skill to effectively manage our services as well as the community asset requested. We will work towards achieving our objectives by implementing our strategies and maintaining a strong focus on community engagement and empowerment.

S4F is deeply embedded within the community and possesses an intimate grasp of the needs of those in underserved areas. We have extensive experience managing a wide range of services within the local area and supporting individuals, families, and communities with complex issues, with the organisation having run for 24 years.

The Board of Trustees is responsible for the charity's ultimate direction and currently has 5 voluntary members. The Board members, well versed in charity laws and regulations, bring to the table a wealth of skills, knowledge, and expertise that support their roles. 3 members have first-hand knowledge and experience of substance misuse in the family unit and 2 are Kinship Carers that are uniquely aware of the issues experienced by Kinship Families, which represent a large portion of our client base.

Our Chairperson has 24+ years of experience working in the voluntary sector; in addition to acting as our Chairperson for the past 7 years, this member has previously managed his roles as Chairperson of Mercat Cross & City Centre



Community Council for 17 years; Chairperson of The Stirling City Heritage Trust for 10 years; Vice-Chair of Stirling District Tourism Ltd for 6 years, and Treasurer of the Stirling Boys Club for 10 years. He also has extensive experience of managing community facilities including the National Wallace Monument, the Holyrood church at the top of the town and a local community hall. He has considerable expertise in finance and regularly audits accounts for charitable organisations. In his professional life, he is an IT specialist for Stirling University. These roles have helped our Chairperson gain considerable experience in charity law, financial accounting, cash flow, payroll, strategic planning, committee structure roles, organising fundraising ventures, and collaborative decision making.

Our Treasurer has been involved with the charity for 21 years, having initially been supported by the charity as a Carer but then progressing into a volunteer role and later a committee member. In a professional capacity, the Treasurer has 30+ years experience working within the hospitality industry in which she had a managerial role and managed staff, customers, dealing with sales reps, being responsible for money and stock control, as well as keeping the books and financial records. In a voluntary capacity, the member has provided training on computer skills, working with children and families of substance users, and child protection. Within her current role, the Treasurer monitors all expenses and revenue to maintain financial sustainability and works closely with individuals engaging in our Family Group, which works with the board to ensure that the voices of families with young children impacted by substance misuse in the family unit are heard. She has experience with working with local people to provide needs-based services, managing difficult situations, and organising fundraising ventures. She is also one of Santa elf's at our Christmas events.

Another Trustees has worked within the voluntary sector in a voluntary capacity for 12 years. In her professional capacity, the member has over 22 years of working within the retail sector which has given her extensive experience relating to human resources, staff structure roles, ensuring staff and volunteers have appropriate support incl., counselling services as needed. The member is also a current Kinship Carer and in addition to working as a Kinship Activist on a local and national level, actively engages with community Kinship Carers and groups to advise them of their rights, support options, advocating for their needs, etc.

Our Secretary has 19 years of experience working in both a professional and voluntary capacity with vulnerable individuals and their families within an educational and community setting in the Clackmannanshire local authority area. She previously worked as the Active Schools Coordinator for Clackmannanshire Council for 12 years in which she worked to provide more opportunities for children with disabilities to become integrated into school and community sport activities. The Secretary has also worked in a voluntary capacity as a committee member of Forth Valley Disability Sport for over 14 years, which has given her additional knowledge and



understanding of good practice in governance of charities. She also set-up and is the main coach for a 'Right on Target Boccia Club' in Forth Valley which supports children and young people with disabilities to engage and compete in the sport of boccia. These roles require effective communication, interpersonal and organisational skills and has given the member additional experience in organising fundraising ventures.

Our fifth Trustee has been involved with the charity for 18 years, having initially been supported by the charity as a Carer but then progressing into a volunteer role and later a committee member. The member has 20+ years working in customer service in a professional capacity. She also has extensive experience gained over 25+ years working within the Cornton, Raploch, and Top of Town communities in a voluntary capacity and as a community activist focussed on ensuring the needs of local families and vulnerable older people living in poverty are met. Prior to joining S4F as a committee member, the Trustee was a member of the community council for several years and has also worked as a voluntary Befriender for vulnerable older people for over 13 years, especially those living within sheltered housing in Kelly Court located in Stirling's Top of Town area.

The dynamic blend of skills, knowledge, and expertise will not only ensure the acquisition of crucial funding through grants and donations but also facilitate collaborative efforts, harnessing resources, and expertise to propel community initiatives and effectively manage services and assets, all in the pursuit of our overarching objectives.

Our Board Members and Chief Officer, who oversees the day-to-day management of the charity and its staff team, all have strong leadership qualities and work together to uphold the charity's governance to high standards and adhere to all legal and regulatory requirements.

Strategic planning is regularly updated and outlines the charity's mission, goals and how it will achieve them. The Board oversee the financial management including budgeting, reports, and audits, while the Treasurer monitors expenses and revenue to maintain financial sustainability. The Board along with the Chief Officer have responsibility for identifying and assessing potential risks to the charity and implement procedures to mitigate them including having appropriate insurance in place and contingency plans. The impact and effectiveness of the charity programmes and activities are monitored and evaluated regularly, and adjustment are made as needed.

The staff team that will be directly involved in project delivery of the asset are qualified in a range of professional fields. Our Chief Officer holds a degree in Community Education and has a background in community development and regeneration, counselling, leadership, training trainers, and a vast range of



complimentary therapies. She also has 24+ years' experience of supporting communities and families affected by substance misuse and was instrumental in setting up the telephone helpline and training volunteers for the National Family Support Organisation (SFAD) (Scottish Families Affected by Drugs). The Chief Officer has been in post for 22 years and also has a long history of delivering activities and events in Cornton during former years as a community activist which included securing funding to set up Adult Community Education (ACE) in Cornton and establishing Cornton Children's Action Group (CCAG) to support and provide activities for children in Cornton after a fatal accident at a local factory.

The Chief Officer is supported by a highly skilled and experienced workforce including a qualified trauma informed Counsellor who also has advanced training in complex trauma and mental health as well as the dynamics of domestic abuse. She is also a supervisor for other professional counsellors. She has extensive experience in working with women and is highly respected in her profession, in addition she has professional qualifications in Community Education with youth work specialism and an extensive background in developing nationally recognised services. Both of our Children's Workers have a range of professional qualifications in childcare, child protection and safeguarding, risk management as well as certificates in health and hygiene, first aid, food and nutrition, and fire safety. They've also each undertaken significant additional training to support their roles working with vulnerable children and young people including, most recently, updated training on psychological trauma and lived experience. 1 of these workers has been in post for 10 years and also has significant experience in working as a support for learning teacher for children with complex needs. Staff are also supported to take-up additional professional development opportunities on an on-going basis.

All staff and several volunteers are trained in administering Naloxone and have access injectable and nasal spray kits which are used to rapidly reverse the life-threatening effects of opioid overdose. We know from feedback received from Cornton community members that there is a high incidence of both fear of and use of drugs and opioids so having trained people on-site ensures that people in crisis can access the emergency help they need.

The significant knowledge, skills, qualifications and experiences of the S4F team enables our small service to be highly flexible, make changes to service provision in real time to best meet the changing needs of local people, and achieve the charity's key objectives.

Our staff are also supported by 2 sessional workers and many committed volunteers who have a range of backgrounds and experience ranging from childcare qualifications, retail management, IT specialists, hospitality, project management, gardening and growing, activities school coordinator and disability sports. Our staff and volunteer team carry out daily/weekly informal debriefs, as appropriate



depending on the service, to track overall efficiency/success, client cases are reviewed weekly/monthly to monitor key milestones/achievements, and formal line management meetings between staff and our Chief Officer are carried out monthly.

S4F's commitment to safeguarding its resources and preventing conflicts of interest is unwavering. Our Board of Trustees meticulously oversees a robust framework of policies, procedures, and safeguards. This coupled with a well-defined governance structure that outlines roles and responsibilities empowers our Trustees to expertly steer our strategic direction and service oversight. Their ability to adapt and refine strategies, guided by a clear vision for S4F's future, is fuelled by their acute awareness of evolving community needs and circumstances.

As noted, the dynamic blend of extensive knowledge, skills, and expertise that our Board possesses will not only ensure the acquisition of crucial funding for the asset through grants and donations but will also facilitate collaborative efforts and harness resources and expertise to propel community initiatives and effectively manage services and assets, all in pursuit of our overarching objectives. The charity will further put in place and use a range of well-developed monitoring and evaluation mechanisms to track progress towards objectives and assess the impact of the community asset on the community's overall wellbeing.

By developing a systematic approach to managing the asset, which will include regular maintenance, upgrades and tracking of the assets use, will help in the management of services and the premises. Therefore, it is our intention to:

Access in-depth training on Facilities Management (through DTAS) to upskill current staff.

Recruitment of Hub Coordinator and Caretaker to support us to manage the building. Whose role may include:

- Cleaning the building or supervising a team of cleaners.
- Inspecting the building, including heating, cooling, lighting, and alarm systems to make sure they are in good working order.
- Performing basic repairs and maintenance tasks as required.
- Sourcing, booking and supervising contractors for major repairs.
- Monitoring cleaning materials, tools, and furniture and reordering as required.
- Opening building at the start of the day and locking all doors and windows when not in operation, working with volunteers to coordinate this when not on site.



- Adhering to the company's safety policies to create a safe working environment for everyone.

Continue to access professional advice from Community Enterprise and COSS (Community Ownership Support Service) to plan sustainability into our proposal and continue to access free external support through the Accelerate and Just Enterprise programme around sustainability, funding, and asset management.

S4F recognise that performance management and equity are ongoing processes that require continuous evaluation and improvements. We will comprehensively evaluate the success of our projects in terms of both performance and equity, ensuring that we meet our intended goals while promoting fairness and inclusivity through a combination of key performance indicators (KPI's) and equity-focused metrics which include setting objectives that are specific, measurable, achievable, relevant and time bound. (SMART).

KPI's will include financial metrics – to assess our financial performance in terms of revenue growth helping us to make decisions and track progress.

Operational metrics – will monitor our efficiency and productivity, by monitoring how effectively resources (volunteers, funds, equipment) are being used to achieve project goals. Volunteer engagement will track volunteer hours, satisfaction, and retention rates.

Community impact and satisfaction feedback will be gathered to assess levels of satisfaction and suggestions for improvements. This will help S4F gain insight to the community's changing needs and how our services meet these needs. It will also help us make informed decisions, and adjustments to improve performance and equity, allocate resources more effectively and address specific needs to improve residents' quality of life. Community members will be supported to have their voices heard and will be actively involved in project development and delivery, fostering community engagement, empowerment and cohesion. Feedback will be collected through surveys, interviews, focus groups and open forums.

Equity Metrics- that encompass diversity and inclusion, representation in decision-making processes, and equal access to project benefits.

Data collection- collecting relevant data to track performance and equity and ensuring it is accurate and up to date.

Reporting mechanisms to monitor and communicate to stakeholders.

Gather feedback from stakeholders including employee and community members and partners to assess perceptions of equity.



The board of trustees take their responsibilities very seriously and use the skill base of other organisations where appropriate, such as Scottish Council Voluntary Organisations (SCVO) to process our monthly payroll system.

Bright HR software tools for human resource are used to manage employee data, contracts, absence, holidays, expenses, and training all in one digital platform. It also provides HR policies and updated documents, as well as an employee counselling service for staff.

Level and nature of support

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

S4F staff and volunteers took to the streets to raise awareness of our request to the Scottish Prison Service to take ownership of the former family hub at Cornton Vale Prison. We talked to people on their doorstep and outside local shops, canvassed outside Cornton Vale Primary school, set-up community engagement events, and attended the Cornton Community Café run by Forth Valley Inclusion as part of a time-limited consultation carried out regarding the asset transfer request. Although we focused our formal consultation on Cornton itself, we also spoke with residents from the neighbouring Raploch and Top of the Town, Fallin, Cowie, and St Ninians.

We also disseminated information about our charity and our intentions for the premises sought to residents living closest to the family hub premises at Castle Vale. As part of this, we spent time leafleting every household in Castle Vale and talking to residents at their door, in their garden, and in the street which provided an opportunity for us to fully discuss our proposal and residents' concerns. The leaflet provided information on how to assess our online survey as well as offered an additional date and time to further engage with us directly, making sure everyone had opportunities to meet with us, ask questions and/or share concerns. We then followed this up with a community engagement event one week later at which we set up a gazebo outside the former family hub from 2.00pm - 7.00pm and discussed additional queries and concerns, which surprisingly included some mis founded rumours in which local people had apparently been advised that the facility had already been given to another organisation. The residents that gathered were very supportive of our asset transfer request and many stated outright that they'd be thrilled if the premises were given over to us due to the wide benefits our charity can provide to local people and the community as a whole, and 2 residents stated that they'd like to become volunteers at S4F.

The combined overwhelming and vocal support we've received throughout our consultations, some of which has been briefly detailed below, together with our long-standing, well-established ties to Cornton, where we've been a lifeline for countless



individuals, both historically and present, as well as the multitude of new relationships formed through our recent community consultation, underlines the immense desire and need for us to take ownership of the asset, as demonstrated through feedback gathered from community engagement events, surveys, and beyond, including many that commented on the significant benefits that this proposal would bring to Cornton. A short selection of the feedback gathered has also been provided below to give additional insight to the Scottish Prison Service.

In total, we received 153 responses to the formal online community survey run for local people living in Cornton.

92% of respondents are in favour of S4F taking ownership of the former family hub premises.

31 individuals responding to the online survey that supported our proposal have registered their interest in becoming volunteers for our organisation and supporting the Project in some way.

An additional 113 local people were consulted at 2 face-to-face community engagement events. 100% of those consulted are in favour of S4F taking ownership of the former family hub premises.

We also informally consulted with local people during 6 separate visits to Cornton Community Café at which we discussed the proposal and answered queries. 150 people informally consulted said they are in favour of S4F taking ownership of the former family hub premises, equating to approx. 25 people per visit and 95% of the total informally consulted.

We also held 1 Presentation and Information session at Cornton Community Council and ran 3 separate public engagement events to discuss the proposal. Several individuals engaging in the 3 latter events ended up coming to our existing premises to engage in various support activities.

We've additionally continued to host weekly visits to Cornton Community Café at the request of Forth Valley Inclusion, who previously ran the former family support hub at Cornton Vale Prison that we now seek to take ownership of as well as still run both the Cornton Community Café and the new support hub at HMP & YOI Stirling.

We've also received letters of encouragement and support via email for our asset transfer request from 12 different agencies that refer people to our services and with whom we've discussed the proposed asset transfer.



We've also discussed the proposed asset transfer with several existing funders as well as with others, for example, Stephen Cox and the National Lottery Community Fund, who have all been supportive of our goal and discussed possible support opportunities.

We additionally have overwhelming support from our current beneficiaries with whom we've been actively discussing the proposal throughout this process. In addition to holding on-going general discussions with our clients regarding the proposed asset transfer and process, we held 3 separate focus groups with a cross-section of our own current beneficiaries including children, young people, and adults. 117 responses were received from these groups, although 1 child and 1 adult were unsure of moving premises, the remainder were 100% in support of our proposal.

A short selection of the feedback gathered during these consultations has been provided below to give additional insight to the Scottish Prison Service.

Quotes from the Community consultation

“I think Cornton is a ‘forgotten community.’

“A service like S4F locally would help people to become involved and feel they have a purpose. Bringing the Cornton community together would help improve outcomes for local people and help them to feel less isolated.”

"S4F would be a much welcome service to the community, I have met the staff, and they are warm, caring, empathetic and down to earth."

"S4F has been supporting families for a long time. It has a good track record of supporting the most vulnerable in communities. Having a larger, accessible premises would enable them to expand their services and involve local people."

“This service isn’t just a service, it’s a place of safety, warmth and compassion. Our family fully supports the proposal.”

“My son already use this service, he loves it; and better still it’s helped with his behaviour at school”

We would be happy to provide additional information regarding the overwhelming support our proposal has had amongst people living in Cornton, those living immediately next to the premises in Castle Vale, existing beneficiaries, and partner agencies.



Section 5: Funding

5.1 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.

Our charity has delivered targeted services for vulnerable local families for 24 years and therefore have considerable experience in finding funding and budgeting for service provision. To help ensure that we do not become overly reliant on any one funder or funding stream, S4F maintains a diverse range of income streams which also supports our overall long-term sustainability.

Our charity has only ever provided free services to ensure that all people in need can access the services they need to better cope with significant crises. This has always been an essential requirement for our work as the disadvantaged people we support are impacted by significant poverty and a range of socio-economic problems, and already struggle to cover basic nutrition and heating costs and therefore would simply be unable to pay for services.

However, whilst we will continue to provide free services for disadvantaged people impacted by crises relating to substance misuse in the family unit, poverty, adverse childhood experiences, domestic violence, and other related issues, taking over ownership of the former hub premises would enable us to finally establish additional services to better meet the many, changing needs of the local community. This includes providing low-cost services for other local community members that will generate a small amount of income for S4F which we expect will, in turn, cover the expected on-going maintenance cost of the premises.

As part of this, we will offer low-cost room hire and complementary therapies for other local community members and community groups. Whilst room hire is available at Cornton Community Centre, which is located 10 minutes away from the former hub premises we seek to take over, they charge room hire in line with the council's wider guidelines for community venues rather than the actual means of the community, which means that the centre charges room hire for the same price as larger historic venues like Albert Hall, which is simply cost-prohibitive for members of the local community. As ensuring access to services is still of the utmost importance to our organisation, even for non-members, we aim to offer room hire at a reduced price, which will enable local community members to access low-cost community space, increasing overall community engagement and the diversity of opportunities, whilst also supporting our overall role as community anchor. We will use the income generated through this service provision to support the on-going maintenance costs of the premises, thereby helping to reduce some dependency on external grants for this specific purpose.



We will still, however, rely on external grants to fund the bulk of the charity's core service provision. In this connection, S4F currently receives funding from a number of trusts and foundations, most of whom have kindly supported us on an annual or bi-annual basis for many, many years incl., R S Macdonald Charitable Trust, Volant Charitable Trust, Bank of Scotland Foundation, Garfield Weston Foundation, SVE, Stirling Council, Foundation Scotland, Awards for All, Hugh Fraser Foundation, Dr Guthrie's Association, Cash for Kids – Radio Forth, Corra Foundation, Christina Mary Hendrie Trust, Murdoch Forrest Charitable Trust, James Wood Bequest Fund, Russell Trust, Albert Hunt Trust, Gordon Fraser Charitable Trust, Martin Charitable Trust, Leeds Building Society Charitable Foundation,. Cruden Foundation, Miss E C Hendry's Charitable Trust, Miss M E Swinton Paterson's Charitable Trust, Saints & Sinners Club of Scotland, etc.

We also apply to other trusts and foundations as needed which includes applications recently submitted to the Postcode Lottery Trust for £21,384, Young Start Fund for £138,000 over 3 years, and Robertson Trust for £60,000 over 3 years.

We also receive donations each year from other sources incl., Amazon Smile, Easy Fundraising, MyDonate, etc., that are secured in 'batches.'

As noted above, taking ownership of the former hub premises would enable us to better meet the increasing demand for our unique services and provide other new services to best support the community's many changing needs. This will, in turn, enable us to explore and pursue other revenue funding sources that have not been previously sought due to the limitations incurred by our charity's current small premises. This will include AB Charitable Trust, Charles Hayward Foundation, Henry Smith Charity, Cattanach Charitable Trust, Esmee Fairbairn Foundation.

These diverse income streams, which includes multi-year funding awards from trusts and foundations, will continue to support the on-going long-term sustainability of the organisation's services and new premises.

We have had discussions with the Scottish Land Fund regarding funding to whom we, as a community-controlled body, may be able to apply for up to 95% of the property's valuation price and legal costs associated with purchasing the asset. We also have an upcoming application assessment with The Robertson Trust for multi-year funding during which we will discuss our proposed asset transfer which we hope will lead to securing at least an additional small contribution towards the overall up-front capital cost. This is based on other similar discussions we've had in the past with the funder, who previously supported our charity for a number of years.

Although the premises are in good condition, we will require to make some renovations which have varying costs incl., overhauling the toilet facilities due to damage caused by water ingress from the roof, replacing single-glazed windows for



double-glazing in order to improve the thermal performance of the property and reduce long-term energy consumption, replacing the existing lights with modern fittings in order to reduce energy consumption, fixing the roof as appropriate once it has been cleared of vegetation in order to fix the existing damp issues, installing a new fence to make the premises secure, and redecorating the overall premises.

To fund these renovations, we will apply to the Community Ownership Fund, Clothworkers Foundation, and Screwfix Foundation. We've also met with a few local self-employed contractors, e.g., painters, a joiner, etc., that have offered to donate some of their time and craftsmanship as in-kind support to help lower the overall cost incurred for renovations and redecorating the premises. Several other local people have also offered to volunteer their time to help gather rubbish, recycled materials, etc., as part of *the overall renovations and redecorating process*.

We've additionally discussed the proposed asset transfer with Stephen Cox at the National Lottery Community Fund who has been very supportive of our proposal and has suggested possible ways in which they can support our endeavour and to which we aim to submit an application for a combination of capital and revenue funding in order to help secure the balance of whatever capital funding is needed up-front and as well as multi-year revenue funding towards sustaining the overall running of the facility, incl., the Hub Coordinator role.

The charity currently has 4 staff, 5 voluntary Board Members, and 14 committed volunteers that support us on a weekly/biweekly basis. Our team members have a diverse range of qualifications, skills, knowledge, and experiences that greatly enhance the overall support we provide for vulnerable people experiencing significant crises and enable us to make changes to our service provision in real time to best meet their many, unique and changing needs. We also support the on-going professional development of our team members, which supports and increases our own support capacity as well their individual development. Our Chief Officer is qualified to provide training on several different courses, reducing the overall costs of providing training courses, including refresher courses to staff and volunteers.

To help identify additional human resources that we will need to make our overall goals a reality, we carried out a needs assessment for Cornton and the surrounding areas as well as an analysis of the uptake of services and future demand.

In this connection, we expect to recruit within the first year a part-time Hub Coordinator and Caretaker who will be in charge of managing the building incl., cleaning and/or supervising cleaning of the building; inspecting the building to ensure key assets incl., heating, cooling, lighting, and alarm systems are in good working order; performing basic repairs and maintenance; sourcing, booking and supervising contractors for major repairs; monitoring and reordering cleaning materials, tools, and furniture as needed; opening the building at the start of the day and locking all



doors and windows when not in operations. The Hub Coordinator and Caretaker will also work with key volunteers to coordinate this when not on site, with our Chief Officer being the back-up alternative caretaker.

We also aim to recruit an additional Counsellor in the first year that will help us meet the increased demand for targeted support and counselling.

We additionally seek to further build up our volunteering programme in order to increase our overall support capacity and the delivery of increased and new services. Our volunteer team won Stirling Voluntary Enterprises' 'Outstanding Volunteers' award in 2022 and our young peoples volunteer group were finalists in Central Scotland Police's Young People of the Year award. 31 Cornton community members that live near the premises we seek to take ownership of have already registered interest in volunteering with our group and 2 residents living immediately next to the premises in Castle Vale have stated they want to volunteer at our organisation. The benefits of increasing our volunteer team are three-fold as it would increase our human resources and therefore support capacity; further improve community engagement and overall cohesion; and help more local disadvantaged people to progress to positive destinations by helping them gain hands-on skills, confidence, and experiences.

Please note that the brief overview provided in section 4.1 that details the increased existing services and potential new services we seek after taking ownership of the asset simply outlines our primary focuses for the first 5 years of asset ownership. We will continue to work in partnership with local people to further develop our overall services beyond this initial 5 year period in order to continue best meeting the many, unique, and changing needs of vulnerable local people.



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 [REDACTED]
Address [REDACTED]
Date 25/10/2023
Position Chairperson
Signature [REDACTED]

Name [REDACTED]
Address [REDACTED]
[REDACTED]
Date 25/10/2023
Position Treasurer
Signature [REDACTED]



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: Support for Families (S4F) Constitution Charity number SC047770

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

Documents attached: S4F Application and Business Case

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: : S4F Application and Business Case

Section 5 – evidence of community support

Documents attached: S4F Business Case & S4F Application Request

Section 6 – funding

Documents attached: - S4F 3yr Cash flow & S4F Business Case Appendix