

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

### **ASSET TRANSFER REQUEST FORM**

#### **IMPORTANT NOTES:**

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

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

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

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

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

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

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

1.1 Name of the CTB making the asset transfer request

PLUS (Forth Valley) Ltd

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

Postal address: 7 Broadleys Road, Springkerse Industrial Estate, Stirling

Postcode: FK7 7ST

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: 7 Broadleys Road, Springkerse Industrial Estate, Stirling

Postcode: FK7 7ST

Email: [REDACTED]

Telephone: [REDACTED]

**YES** 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.

X	Company, and its company number is .....	SC226225 <a href="https://find-and-update.company-information.service.gov.uk/company/SC226225/filing-history">https://find-and-update.company-information.service.gov.uk/company/SC226225/filing-history</a>
	Scottish Charitable Incorporated Organisation	

	(SCIO), and its charity number is .....	
	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?

PLUS has been registered with OSCR as a Charity since 5<sup>th</sup> September 1988. Our registration number is: SC003945.

Our page on OSCR website is below:

<https://www.oscr.org.uk/about-charities/search-the-register/charity-details?number=SC003945>

Our AGM is scheduled to take place on 27/11/2023 and we are intending to propose amendments to our constitution which will reference a minimum number of members required and will detail representation of members on our board.

## 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.*

Family Hub, Castle Vale, Cornton, Stirling

I have attached several maps of where the building is, along with a floor plan of the building. Please note that the outlines on our maps have clearly not been undertaken with professional expertise. We would welcome a dialogue around the boundary lines to provide clarity, if we were successful in our proposal, which would allow us to come to an agreement about the responsibility of the land.

This includes the Family Hub Building and enclosed garden, the front entrance way and ramp access, the 5 space car park in front of the building and 4 garages which are shown in the floor plan document.

In addition, we would like to discuss access to additional grounds for car parking, in advance of these being demolished for landscaping. This has been shown in separate attachments.

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: Unknown

### 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:** [REDACTED]

- This would be for the cost of the building, 4 garages and 5 space car park immediately in front of the building.

(Building Condition Survey and Valuation are attached separately. Please note that the Building is valued at [REDACTED]. Due to the building not meeting the level of access requirements we have for individuals with complex support requirements, it is not currently fit for purpose. Also, having no kitchen space also will require further investment to enable PLUS to undertake our work. Other work required is detailed in the Condition Survey and more information can be found in our business plan and in our financial projections. A draft quotation has been received which support the costs we have included within our budget).

#### **Additional proposal:**

We are looking to take on the liability for the on street parking, the length of Castle Vale and the over flow car park, which is currently in use by Robertsons.

There is no cash value being offered for this space as it would be retained as open community access and as a result has no private value. Retention of this space is crucial to alleviate concerns from local residents, in relation to health and safety risks around access for emergencies.

#### **Additional Request:**



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.*

Please review Business Plan, which has been submitted separately which provides in depth detail of our aspirations. An overview is provided below.

PLUS wants to support the growth in our service. In addition, we are keen to be part of a physical geographic community, rather than hidden away in an Industrial Estate. We aspire to transform the Family Hub into an accessible place-based facility that will improve the lives of many vulnerable families across Stirling. Demand for services for children and families with disabilities is continuing to grow. Providers do not have capacity. The pressures faced by local social work teams is increasing as they struggle to meet demand. This development would provide an opportunity to alleviate the current pressures.

We will create drop in opportunities for parents and carers whose children have disabilities, offering them the opportunity to meet with peers, reduce their isolation, support them to be better informed and signpost them to other services. We will review our current provision for children and adults with disabilities. For example, expanding our after school clubs which are at capacity and remain in high demand, develop a new model for service delivery to encourage families to come together around play, increase community involvement for our adults by identifying local volunteering opportunities, support community led initiatives and create opportunities to address unmet need. This latter point would be undertaken alongside community members and groups including Community Services, Youth Services, CAPP, Community Council, School, Nursery, Library – to name a few!

When PLUS first became incorporated back in December 2001, the charity was based in Cornton Business Park. To return to our roots and back to the heart of a community would offer so many benefits for our young people and their families.

PLUS is regularly involved in our community from a strategic perspective and we would intend on continuing this involvement at a local level. Having listened to the community there is a real lack of opportunities, but a strong desire to increase involvement and reenergise the area. We can see so many ways in which we can support this want from the community, involving our young people and families in this as well.

The purchase of this building would result in expansion for PLUS and the creation of new roles. As a result we would be recruiting local people to provide the care and support, encouraging supported volunteering and employment from the immediate community. Our engagement with the community so far has shown support for the work of our charity. We have been sensitive in the manner in which we have engaged with the local residents, hearing their concerns and listening to their aspirations. We would continue to connect and support the community, our future neighbours, and would ensure there are regular opportunities for networking, conversations and supporting them to make a difference. Access to parking is a key concern for residents that we are keen to alleviate for them.

## **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.*

There are significant benefits this building would offer both the geographical community of Cornton and the community of interest (disability) which remains the focus of our charities key objectives.

We will provide a bullet point list below, but this is shared in detail within our business plan.

-PLUS will have increased security and sustainability for the future. Investing in a building we own rather than paying money to a landlord

-The disabled children and young people we support will have a safe space, a community location which isn't hidden away, resulting in better awareness of our work and earlier access to support for those who need it.

- The significant waiting lists for health and social care support will be reduced. Unpaid carers will have access to respite when they need it. Unpaid carers and their children will feel less isolated, will be more networked and better supported in their caring role.

-A building will be saved from demolition, at time when there are so few opportunities like this in the area. This is a significant asset which will continue to be of benefit to the wider community as well – a place to meet, to share stories, to have a cuppa, to access support, to rent a space, to contribute to the rebuilding of the community spirit.

- Distressed families will be able to park safely beside their homes. They will not have to worry about access for emergency services when cars are lining both sides of the street. They will retain the status quo with the support of PLUS, which the main thing they are asking for.

-We will continue to work collaboratively, as we have since we were founded in 1988. We have built a strong and positive reputation and continue to be a highly valued part of the Stirling/Forth Valley Community. We will continue to take this approach in the geographical community, with our neighbours as we work alongside them to identify other ways in which our presence can offer them benefits.

- We would work with other providers to enhance the opportunities in the community rather than duplicating. More available at different times, rather than residents having to choose an opportunity to engage with.

- We want to be part of, by supporting but also by initiating opportunities for community involvement. Looking at ways to enhance the area and the pride residents experience. For example, an action day to clear the burn to reduce the risk of flooding, regular litter picking sessions, supporting community walking groups and more – which we can identify through continued listening and engagement.

- We have already been providing input within the Prison Service, in partnership with Inclusion Forth Valley. We have delivered training to Prison Officers and to inmates with a focus on disability awareness and Autism. We have then provided bespoke support to individual families outside of the prison, advising them and guiding them to enable them to best meet the needs of their children. We will continue to grow our partnership with Inclusion Forth Valley to help where we can. It is well known that there are large percentages of the prison population who are likely undiagnosed with additional needs. Our service focuses on getting the right support to the right people at the right time.

- We will continue to explore our initial discussions with Active Stirling and Recycle-a-bike with regards to working more closely with them in reviewing physical health and wellbeing opportunities for the community.

- We are an employer of approximately 80 members of staff at present. We recruit regularly and would have to increase our team to enable our expansion. We create opportunities for volunteering, supported volunteering and work placements, and

host placement students from local colleges and universities. We believe in a circular economy approach, where feasible, and encourage our expenditure to remain local.

- We provide high quality training to our team of staff who are skilled in their roles and are currently our strongest asset. We look after our team. We care.

-At a time when we are working through a cost of living crisis and are still recovering from the pandemic, things are difficult for so many in our community. Unpaid Carers are disadvantaged from a financial perspective, often unable to work because the support needs of their children are so high. However the area of Cornton also has a high level of deprivation as evidenced by the SIMD index, which brings an additional vulnerability to the community. With limited community spaces in the area, PLUS would be able to support the work of the nursery, school, church, Community Council, CAPP, Community workers in adding to the safe spaces available for the most vulnerable members of the community.

### **Restrictions on use of the land**

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

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

We have not been made aware of any restriction directly from the Prison Service and our research so far has not raised any concerns to date. However if there are regulations not acknowledged, we would welcome a further discussion about this to enable us to clarify our approach and compliance.

### **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.*

The primary negative consequence is the ongoing change management from the perspective of the Prison Service. We fully appreciate the impact the community interest has had in this site and the late interventions that have taken place. We are aware that further changes could have implications on contract penalties in place between the Prison and Contractors.

**From a wider Cornton perspective**, we do not believe there are any negative consequences of this building being retained as it would create more opportunities for the community, which would not be an option if the decision was taken to progress with the demolition.

**From the perspective of the residents in Castle Vale**, there are some negative consequences however.

- if parking is not retained, this will cause significant disruption and impact to their day to day lives. This will impact any organisation if they are successful in their application. The impacts included restricted access for emergency vehicles, restricted access for bin lorries/refuse collection and increased parking requirements when PLUS activities are taking place. This is mitigated if the successful organisation is able to take on the liability for the public accessible spaces, which is the intention for PLUS. There is no alternative route for the residents to take the ownership of the parking on themselves either individually or collectively. If PLUS can secure the longer term future of these spaces then this will alleviate significant concern.

- there would be increased traffic in the street if the building is retained for use by a community organisation. However, ensuring there is appropriate car parking will mitigate for this. The fact that the residential accommodation is beyond the boundary of the Family Hub means that most residents will not be conscious of any activity taking place unless they are walking/driving by.

- there is potential that the building would have increased use to what the residents are used to. As a consequence, there may be an increase in noise levels and for a longer period of the day, including over the weekend. Reassurance was provided that despite the size of the building, PLUS activities will likely engage with up to 15 young people per session, which would have the building significantly under capacity. This is to ensure that we can continue to take a person centred approach to our work and meet the bespoke needs of each young person we support. On occasions, numbers may be higher e.g. a celebration or activity for families. Commitment to provide notice to residents of events taking place and to facilitate quarterly meetings initially, where we will welcome residents into the building to share what is happening. We will monitor this with the residents and are intent on working with them to identify and new concerns or issues. We will seek additional opportunities to mitigate for any concern this might bring.

- A concern was raised about an increase in teenagers spending time in the street, coming directly from PLUS. Residents reassured that only 1 user (out of over 200) of PLUS services is currently able to travel independently. This individual normally attends community events eg dinner with friends, a trip to the bowling, pub quiz night or cinema trips. All other young people and adults are picked up and dropped off for

their sessions. There would not be instances of groups of young people 'hanging about' in the evening as a result of PLUS having access to the Family Hub.

**From an environmental perspective:**

- we are looking to retain the current concrete parking areas on the street and within the over flow car park area. This is retention of existing space. However, the Prison Plans were for this area to be turned into a green landscaped space. There may be consideration that retention of the area could be interpreted as a loss of green space, however it is retaining status quo. We will mitigate for this by committing to support the development of an intergenerational project to dampen the aesthetics of the concrete. We would look to do this initially by introducing raised planters which we would care for and nurture, bringing colour into the street and making it a pleasant area to be in. We would work with the community to review how else we soften the landscape and will create a plan to implement this.

We are not aware of any other negative consequences that would arise if PLUS was successful with our request.

**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.*

PLUS was founded in 1988. The organisation has continued to grow and develop over the last 35 years having a significant impact on the lives of children and adults with disabilities and their parent/carers. The longevity of our organisation and the high regard in which we are held is testimony to our ability to work towards strategic outcomes and goals.

As a management team of 4, we have 37 years collective experience at PLUS in facilitating the development and delivery of our strategic objectives. The CEO was integral in identifying the building we are currently based in and planning the full relocation of our service from a small rented office space to a venue which has allowed our service to grow substantially. Our year end accounts for 31/3/23 are not finalised by the auditor at present, however our growth from 2013 (Income: £403,949, Expenditure £420,982) is likely to be around 143% increase (£982,044) in income and 124% increase (£942,281) in expenditure in the 10 year period following our relocation.

We have been in our own rented building since February 2013. We are in a full insure and repairing lease and have had experience in managing the building and its repairs over the last 10 years. Prior to this, we were in rented/shared office premises. In this time we have identified the funding to replace the oil tank, renovated the male and female toilets, replaced the full kitchen, replaced around 45% of the windows, created a sensory pathway in our garden, renovated a room to make it a permanent sensory room, created a soft room with an indoor swing and upgraded the fire alarm and emergency lights system to ensure compliance.

As the Family Hub would be a second building for PLUS, we are projecting ongoing future growth in an attempt to meet the level of demand in the area. Part of our plan is to relocate our service provision that is currently taking place across a number of community venues. The change in location has the potential to allow us to increase our capacity to more effectively meet the needs of the young people we support and their families. However, it also allows for growth.

We currently have professional support from Citation whom we purchase Employment Law and Health and Safety support and guidance from. This helps to ensure that we are thorough in our approach and are on top of changes in legislation. This would continue with any new building and service we deliver.

We have Project Management experience on our board of trustees. Our Treasurer is the Finance Director for an NHS Board. Other skills within our board include Senior Manager in and Local Authority Community Education/Youth Work, retired Head Teacher of ASN School, retired Paediatrician, ASN Teacher, IT Specialist, Child Protection Trainer, 3<sup>rd</sup> Sector Leader with interest in Governance and an Independent Consultant supporting workforce learning and development and practice improvement. We regularly undertake a skills analysis of our board which enables us to focus our recruitment to bring in the skills and experience where we have gaps.

In the process of reviewing options and plans for the Family Hub, we were able to identify a Pro Bono Property Expert who supports Charities across the country when they have queries around buildings. This has been a helpful increased level of guidance for us to have which has supported our decision making. We will continue to seek expert support as and when required.

## **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.*

We have undertaken engagement with the community regarding our vision. There has been 4 main elements we considered in our approach.

- residents living in Castle Vale
- residents living in Cornton
- professionals working in the Cornton area
- PLUS families, initially those living in Cornton, then opened wider to ensure that our community of interest were able to share their views.

Listed below is key meetings and dates. A full breakdown of the records of the meetings, feedback and questionnaire data will be submitted in a separate document.

- 1.Meeting with the Prison Service, Local elected members and community representation regarding the building (online, 20/4/2023, follow up in person 22/5/2023)
- 2.Questionnaire for residents in Castle Vale, where the building is located. This was an initial questionnaire to understand any immediate local pressures and concerns (27/4/2023)
- 3.Questionnaire for PLUS families living in Cornton and wider Cornton residents (28/4/2023)
- 4.Questionnaire for all of Cornton, all PLUS families and professionals (11/8/2023)
- 5.2 meetings at Castle Vale, in the street (in person, 1/5/2023, 1/9/23)
- 6.Meeting with Chris, Community Worker for Cornton (online, 28/7/23)
- 7.Leaflet drop in Community, including all households in Castle Vale (in person, 18/8/2023)
- 8.2 lunch club events in partnership with Inclusion Forth Valley (in person 18/8/23, 22/8/23)
- 9.1 evening event in partnership with Stirling Council Community Services (in person, 21/08/23)
- 10.Meeting with local Minister (included discussions about CAPP – met other CAPP members in face to face meetings above) (in person, 22/8/2023)
- 11.Attendance at a Community Council Meeting (in person, 30/08/2023)
- 12.Meeting with Stirling Area Access Panel (online, 1/9/2023 – ongoing communication and clarification pre and post this meeting regarding accessibility and guidance specifically for entry to the building and toilet requirements)
- 13.Meeting with Gary, Youth Services Worker in Cornton (online, 14/9/2023)
- 14.Meeting with Head Teacher, Cornton Primary School (in person 15/9/2023)
- 15.Meeting with Cornton Nursery Leaders (in person 19/9/2023)

16.Attendance at an open Parents Evening Event at Cornton Nursery (2/10/2023)

17.Meeting with Active Stirling (online, 16/10/2023)

**Engagements:**

- In person, including teams meetings: 108
- Questionnaire responses: 69

This is not 177 different engagements. Some individuals attended engagement sessions and completed the questionnaire. Several chose to remain anonymous with the questionnaire making it difficult to specify the number of unique individuals we engaged with.

Additional email communication and phone calls took place with elected members, community workers, members of the Community Council and CAPP as well as with street residents.

**Support:** Following the engagement with members of the community, we have been able to gather support for PLUS to take on the Family Hub. Some support has been more generic in that the community do not wish to lose the building as a community asset to a demolition. And so they are supportive of one of the organisations being successful in their application. A total of 63 out of 67 respondents (94%) believe this development would be of benefit to PLUS and the Community, as opposed to the building being demolished.

**Positive Feedback:** Some feedback provided has included;

‘Fantastic, local, family centred support and respite. Also great volunteering and employment opportunities within the community.’

‘Volunteering opportunities for local residents. Employment opportunities for local residents. Family centred facilities for families with a child / young adult with a disabilities. Disability toilet facilities in the Cornton area of Stirling. A suitable space for youth activities in the Cornton area of Stirling. An increase in the provision of social care and social activities for the children and young adults that are supported by PLUS. A closer and easily accessible location for many of the families PLUS supports.’

‘Anything that offers support and activities for ASN children and their families can only be a positive. These facilities are already few and far between in Stirling and with limited spaces. PLUS already offers high quality care and support and for them to be able to expand would be a huge benefit to the area and Stirling as a whole.’

‘Being more central in Stirling allows families to more easily access plus as a service’

'A place where they can meet other families in similar situations. A place that can help with all the needs of families who have a family member with a disability. Community integration.'

'Cornton is a mixed catchment with postcodes of multiple deprivation and significant financial and social hardship. Having PLUS within Cornton will bring significant social benefits to families with a disabled child or adult, both in terms of social care, respite, peer support and educational benefits. Volunteering, training and employment opportunities, and most especially inclusive volunteering and employment opportunities for people with disabilities themselves, are scarce to non-existent in the Cornton Community and often out of reach to those most in need because travelling outwith the area is cost prohibitive. It can only be a positive for a supportive, inclusive, flexible organisation to offer employment, training and volunteering opportunities in the area and fantastic for the area for PLUS users to access and support activities in the community.'

'It would be amazing to have Plus somewhere so close to home and within a community. It would make access considerably easier. It would also allow Plus to access the village of Bridge of Allan easily for walks/days out with children and young adults. The current office is out of the way and not really in a good area for taking children out.'

'The building is designed for family and children and is in a location that has options for outdoor experiences too. Establishing partnerships with the primary school and nursery would be possible. Road and bus access is available. The residential and countryside balance would bring a foundation of wellbeing to any event or session that Plus would be hosting.'

All feedback has been provided in a separate report.

## **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.*

Our funding situation is detailed within our budget that includes our forecast for 203/24, plus the 3 following years.

In addition;

- We have approximately [REDACTED] in designated reserves specifically for organisational development. This funding will be available and is immediately accessible.
- We have been selected as 1 of 125 organisations across the UK to be a legacy partner for a funder who is closing down by 2031/32, by allocating their full reserves figure of £10 million. Their ambition is to have a more profound impact on a smaller number of charities, supporting growth and sustainability for the future. Our ambitions within this proposal are a perfect fit. We have suggested grant income levels from them within our forecasted budget.
- We have an application live with Stirling Council through the Priority Based Investment Programme, which offers a capital grant to retain community assets. We intend to reapply for this next year as well.
- We have a positive track record in generating income from Trusts and Grants, normally for revenue costs, however our building developments mentioned in section 4.5 details the capital expenditure we have secured income for in our current building over the last 4-6 years.
- We anticipate a small rental income being generated from external lets of the space
- We anticipate an increase in our purchased service income which will facilitate increased access to PLUS for Children with Disabilities.
- Our board will consider a loan/mortgage, if required. This would be a back up option if there were grants which either had a deadline too far in the future, or if we were not successful. The method of borrowing would be dependent on the best rate available to us at the time. With healthy reserves in place, we believe we will be able to secure this successfully.

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In terms of other requirements, we will be able to explore options available and create a campaign to raise awareness of our needs. Whether this be a weekend paintathon – to tackle the painting to enable us to open, or seeking donations – like sofas, storage units and children’s toys. We will also be reaching out to our ‘Friends of PLUS’ members to engage them in their areas of interest. This would include gardening, home baking (cakes always help), flat pack furniture building, handyman jobs (hands on support for maintenance and mending – the fencing would be an example of this). We would want to encourage to local community to participate so they can be part of the development and have a greater understanding of our ambitions for the space. This is always easier to see in person and be part of rather than just listening or reading someone’s proposal.

Whilst a significant focus for us is about PLUS being able to meet the needs of more children and adults with disabilities, we also want to nurture and build on the relationships within the community. Whilst we would be looking for their support in elements of our development, we do see the relationship as being 2-way and would be keen to have an understanding with the community about how this would look in practice. Time is invaluable, but it is priceless.

## 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 [REDACTED]  
Address [REDACTED]  
Date 27/10/2023  
Position Chair of the PLUS Board  
Signature \*UPLOADED AS SCANNED PDF\*

Name [REDACTED]  
Address [REDACTED]  
Date 27/10/2023  
Position Vice Chair of the PLUS Board  
Signature \*UPLOADED AS SCANNED PDF\*

## **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:**

Memorandum of Articles and Articles of Association

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

**Documents attached:**

Floor Plan (at present)

Family Hub (original Floorplan)

Map of Current Prison Service Land suggesting SPS Ownership of the road

Map of Prison Development Suggesting road ownership by SPS

Mapping of Street Parking

Prison Landscape Plan with Hub space Highlighted

Prison Planning Permission Boundary incl. PLUS Request

Title Plan P5 Parking and Building PLUS

Building Condition Survey

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

**Documents attached:**

n/a

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

**Documents attached:**

Business Plan

Stirling Council 'Cornton Conversations' Report

Stirling and Clackmannanshire Carers Strategy (2019-2022) (New Strategy not launched yet)

Stirling and Clacks HSCP Strategic Plan 2023-2033

Youth Services Engagement Report

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

#### **Documents attached:**

Questionnaire feedback v3

Letter of Support from Inspiring Communities

### **Section 6 – funding**

#### **Documents attached:**

Audited accounts from 21/22 (Accounts for 22/23 will not be available until late November, but a copy can be sent on once available, if this is required)

Budget Spreadsheet

Building Valuation

Initial Quotation for Work Required

## 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 [REDACTED]

Address [REDACTED]

Date 27/10/2023

Position Chair of the PLUS Board

Signature [REDACTED]

Name [REDACTED]

Address [REDACTED]

Date 27/10/2023

Position Vice Chair of the PLUS Board

Signature [REDACTED]