

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

Moray Waste Busters

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

Postal address: Waterford Recycling Centre, Waterford Road, Forres, Moray

Postcode: IV36 3TN

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: Waterford Recycling Centre, Waterford Road, Forres, Moray

Postcode: IV36 3TN

Email: [REDACTED]

Telephone: 07821 691 374 / 01309 676 056

☒ 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	SC240123
	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:

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- 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?

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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.

Strathcona House, Grangehall Road, Enterprise Business Park, Forres, Moray,
Highlands & Islands Enterprise, Asset Register – November 2024.
Moray, Office, Strathcona House, Forres Enterprise Park, Forres, IV36 2QS,
2,047m2, Vacant

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: 133049653

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: £75,000

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

3B – request for lease

What is the length of lease you are requesting?

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

Proposed rent: £ per

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

3C – request for other rights

What are the rights you are requesting?

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Do you propose to make any payment for these rights?

Yes ☐

No ☐

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

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

Section 4: Community Proposal

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

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

Please refer to the attached business plan

Pages 1-4 give an executive summary and some history and context.

Pages 14 -18 cover the current situation, need and opportunity

Pages 21 – 25 cover location, operations and activities

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.

Please refer to the attached business plan.

Pages 4 – 15 cover the proposal's environmental impact, social impact, economic impact, and impact on inequalities.

The guidance states that regeneration is also a consideration when assessing the ATR. This proposal is core to MWB's objectives and to regeneration. The reuse of an item (in this case, a vacant building) that is no longer required and a problem for the current owner.

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.

A change of use planning application is in process which, if successful, will allow the proposal to proceed. Pre-application feedback is largely positive if certain key aspects are clarified.

Negative consequences

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

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

There are no obvious potential negative consequences to particular groups of people, the local economy or the environment.

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.

Please refer to the attached business plan

Pages 14 – 27 cover our track record, current situation, market analysis, execution of the plan and company overview, including the team.

As of writing this ATR, we are in the process of building on our already strong board and have recruited three more trustees, a senior property lawyer, a community development officer for climate action and a retired pharmacist awaiting adoption at our upcoming AGM in May.

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.

As found in our Articles, the charity has a membership drawn from a designated geographical area.

DEFINITION OF COMMUNITY AND PURPOSES.

4.The company has been formed to benefit the Community of parts of Moray and Nairn as defined by the following Community Councils.

Elgin, Forres, Findhorn and Kinloss, Dyke Landward, Finderne, Burghead and Cummington, Hopeman and Covesea, Lossiemouth, Heldon, Nairn, Nairn West, East Nainshire, Nairn Suburban, Nairn River and Auldearn.

The membership role stands at 70 members, but we have much wider community support as shown by our active social profile which currently stands at 16,297 FaceBook followers and 1,878 Instagram followers.

As part of our SLF stage 1 application we were asked to show community support for our proposal and were asked to post on our FaceBook page as seen below.

We would love your thoughts on an exciting new opportunity for Moray Waste Busters. We are growing quickly, and it is time to expand into an additional outlet. The opportunity to take our activities to a new level would bring even more benefits to the community.

Imagine a Moray Waste Busters that is all under cover and open in the evenings! It would have a café, upcycling workshops, space for other community groups, share and repair projects, educational visits and a wider range of reusable items.

We would be keeping our site at Waterford, which would focus more on collections and sorting.

Strathcona House on the Enterprise park in Forres has become available and we are approaching the Scottish Land Fund for support in acquiring it. They would love to hear the community's thoughts on the project in support of our application.

Many thanks, The Moray Waste Busters Team.



Boost

🌱🌱🌱 We would love your thoughts on an exciting new op...

15 January 2025, 11:09

ID: 1137753305016906

Interactions

👍 2,152 reactions

💬 613 comments

➦ 71 shares

Overview

Performance

Feed preview

Performance

Top performer

Continue getting results when you boost this post and spend £8 each day

Estimated daily results ⓘ
1.3K-3.7K more reach

Boost

Overview

Views ⓘ

55,819

Reach ⓘ

21,272

Interactions ⓘ

1,946

Link clicks ⓘ

2

We had a very positive response, with more than 1,400 likes in the first 24 hours. The only concerns fed back was that we would become more expensive to afford the new building.

We posted the next day to thank everyone for their support and to assure those concerned that there are no plans to raise prices to afford the building.

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.

Please refer to the attached Business Plan

Pages 28 – 35 covers the financial plan for the proposal.

Signature

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

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

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

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

Name

Address

Date

Position

Signature

Name

Address

Date

Position

Signature

Checklist of accompanying documents

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

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

Title of document attached:

Articles of Association

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

Documents attached:

Lease Plan Strathcona House

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

Documents attached:

None

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

Documents attached:

Business Plan

Section 5 – evidence of community support

Documents attached:

None

Section 6 – funding

Documents attached:

Business plan