

City of Edinburgh Council Application for an Asset Transfer

Stage 2 – Sustainable Business Case

Introduction

Following assessment of a Stage 1 Expression of Interest by a Panel, your organisation may be invited to progress your proposals, setting out in further detail the wider community benefits, provision of services and financial aspects of your proposals that could enable the transfer of the land and/or building currently owned by the City of Edinburgh Council.

This form provides for the following:

- Section 1 - Guidance on the Council's Asset Transfer Policy and on submitting a request at Stage 2;
- Section 2 - Sources of free and specialist (with a fee) advice and support in progressing a detailed capability and financial plan;
- Section 3 – Completing the Stage 2 Form. This addresses the wider community benefits, proposed provision of services, the costs involved and how you intend to maintain ownership and revenue provision over many years. (The form can be completed and submitted electronically).

Section 1 - Guidance

You should read the [Scottish Government Guidance for Community Transfer Bodies](#) to ensure that you have included all the information required for this submission to comply as an Asset Transfer request. Specific timescales for submissions apply and you should make yourself familiar with these.

Applicants should also read the Council's Asset Transfer Policy prior to completing an initial request (Stage 1 – Expression of Interest Form) or the more detailed Stage 2 – Sustainable Business Case.

Question - Why do we need to set out our detailed proposals at Stage 2 for using the asset and how the project is to be funded?

Answer: Your application will be considered by the Council's Finance and Resources Committee. The Committee needs to know that the proposals contain a number of key factors, for example;

- Is there evidence of strong community support for your proposals for use of the asset and any related impacts taken into account?
- Is there a considered analysis of the market for the use of the asset as this lets Committee know that other services/provision has been examined within the local area and across the City?
- Have the financial aspects of acquiring and using the asset been thoroughly examined to ensure that any risk is minimised and that the prospect of returning to the Council for assistance or for requests for funding is minimal?

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Question – What is a Sustainable Business Case, what should be included and how should this be presented?

Answer: A detailed Business Case is required to cover a period of years, setting out how you intend to use and finance the asset.

The sustainability aspects relate to; (i) how you intend to continue long-term ownership, (ii) arrangements for strong governance and intended operations including financial arrangements for long-term growth, (iii) improving community benefit and (iv) minimising any harmful environmental impacts.

In relation to how your plans should be presented, this is a matter for you to decide, so long as your Stage 2 Business Case provides the level of detail required.

Question - What can be included within a sustainable business plan?

Answer: The following is provided for additional guidance only and is not comprehensive because plans for the use of an asset will be different in each case. You may wish to consider some of these elements within your plan which will help make use of the asset a success.

Part A

Market and operational environment:

- strategic fit between the business objectives of the community body and the proposed use of the asset;
- impact of taking on the asset based upon current and future capacity and capability;
- the skills of the community body that will enable sound management and productive use of the asset;
- the strength of partnership to take on and make the asset a success, in particular clear identification of the community benefits arising from the transfer of the asset;
- current capacity and what partnership arrangements exist to enhance the prospects for medium and long-term success of the use of the asset;
- is there a clear business growth plan and marketing plan in place in order to maximise the use and income generation prospects;
- why the asset is needed and its intended use - aligned to local policy, strategy and community needs;
- define the economic, social and environmental benefits of the use of the asset and the advantages in this regard of the proposal;
- demonstrate engagement with the wider community in order to ascertain usage and success of the proposal;
- management of risk, accounting for unforeseen circumstances and avoiding putting at risk the core organisation/partners;
- information on the strength of commitments by interested parties;
- the most advantageous delivery model and governance structure to manage the asset during/post transfer.

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Part B

Financial management - Budget and income, provides evidence of:

- revenue costs are known and plans take these into account;
- repairs and other improvements to the asset are taken into account to reflect the business proposition;
- projected income/expenditure plan for at least five years to identify a range of sustainable income streams;
- financial risks to both the asset and applicant organisation;
- projected utilisation and cash flow forecasts;
- market analysis and mitigation of financial risk for partners and the wider community;
- available funds to invest in the asset.

Section 2 – Sources of Advice and Support

In examining the use of an asset for the benefit for the community it may be helpful for you to request specialist help and support. The following organisations* are independent of the Council and can provide additional support if requested. Dependent upon the nature of the request, some of these will be free and some may apply a fee.

- [Development Trust Association Scotland](#)
- [Edinburgh Business Gateway](#)
- [Edinburgh Third Sector Interface](#)
- [Community Shares Scotland](#)

Also,

- Council and the Community Learning and Development Service

*Other support agencies are available and this should not be interpreted as an endorsement from the Council.

Sources of further information and reference* are also available, some of which are as follows:

[SME Business Planning Toolkit](#)
[Starting a Social Enterprise – Business Planning](#)
[Business planning – 8 critical success factors](#)

*Other sources of information and advice are available and should not be interpreted as an endorsement from the Council.

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Section 3 – Completing the Stage 2 Sustainable Business Case Form

Assessment Scoring

Question: How will Stage 2 submissions be assessed?

Answer: A scoring matrix will be applied in the assessment of proposals and these will consider the proposed use and financial provisions made for the asset.

The following scoring will apply:

<u>Score</u>	<u>Criteria</u>
0 = Poor	Little or no response in regards to the submission with ill defined unrealistic ambitions
1 = Weak	The submission contains only minor detail and is not based on robust information
2 = Moderate	The submission provides a level of detail which enables understanding with acceptable projected benefits
3 = Strong	The submission provides sufficient evidence that the issue has been taken into account with sound, sustainable Best Value characteristics
4 = Very Strong	The applicant has included all the issues in the submission and has provided additional information which enables detailed understanding with strong and sustainable Best Value characteristics with robust related project benefits

Assessing Equality and Rights and Sustainability Impacts

The Council under the Equality Act 2010 and the Climate Change (Scotland) Act 2009 with the related Public Sector Duties is required to assess whether there are any detrimental impacts potentially arising within asset transfer proposals and to identify how these can or should be mitigated. Council officers will assist you in the development of these assessments which are used by the Council in the decision making process. Questions are included within the application form (see part C).

Completing the Stage 2 Form

The key questions in the form below are designed to tell Committee about the governance of your organisation, your detailed plans for the asset, support from the local community and other interested parties, financial plans, current relationship with the Council and other information. Information contained within the application will however be shared with those involved within the decision-making process and data protection and commercial confidentiality arrangements will apply on such occasions.

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The Stage 2 Form contains sections for (i) information on the key elements of the Business Case, (ii) information on how the asset relates to Council policy outcomes and/or key public strategies in Edinburgh and (iii) any additional information. Please ensure that if you have a separate Business Case that you attach it to your Stage 2 Form as this will avoid the need for any delays in the assessment of your submission.

Please note that:

- Council officers may require a number of follow-up meetings to discuss your proposals. This is with the aim of better understanding your intentions.
- The minimum timelines, whilst set out in the policy, may be extended for particularly complex submissions, for the briefing of community members and other interested parties including local elected members, or where there is a delay in submitting additional information beyond the control of those involved.

Finalising your submission and accompanying information

Please ensure that you answer all of the questions asked throughout the form. Failure to fully respond may delay your request being considered by the Council.

Please also ensure that:

- a) You attach the required documents as identified at the end of the form,
- b) Three people from your organisation sign off the application. This is to ensure that the Board of Directors/Management Group are aware of and support the submission.

Please return the form to:

Property and Facilities Management
G4 Waverley Court
4 East Market Street
Edinburgh
EH8 8BG

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**APPLICATION FOR THE TRANSFER OF AN ASSET
CURRENTLY OWNED BY THE CITY OF EDINBURGH COUNCIL**

Request to the Council

	Is this application being made under Part 5 of the Community Empowerment (Scotland) Act 2015?		YES
1.	Are you requesting the transfer of a building that is owned or leased by the City of Edinburgh Council YES		
	Are you requesting the transfer of a piece of land that is owned or leased by the City of Edinburgh Council YES		
2	Please identify the building and/or piece of land that is the subject of your request: NAME: Ravelston Park Pavilion and environs (see attached map) ADDRESS: Ravelston Park, Craigcrook Rd, Edinburgh POSTCODE: EH4 3RU MAP REFERENCE: Site plan attached		
2a	Please state whether this is an application to purchase or to lease the property or if the request is for other rights to use the property: To purchase.		
2b	VALUE Have you sought an independent financial assessment of the value for the building/land? Yes.		
	Source:	Estimated value (£)	
	Shepherd's	£12,500	

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3	Please detail below the nature of the request to the Council (please complete one section only):
3a	Total transfer by sale or lease of the building/land identified in Section 2 above: : YES
3b	Gradual transfer by sale or lease of the building/land identified in Section 2 above: NO
3c	A transfer of just a part of a larger building or part of a larger area of land: NO
3d	If the request is for other property rights (ie not a sale or a lease) to make use of a property please specify the nature and extent of the rights sought:
4	Please indicate below the purchase price, rental or other payment being offered for the asset (please complete one section only)
4a	£12,500 – the valuation is based on the information given to the valuer in Supplementary Document 1 ie the valuer focussed on the original building and the required land. Supplementary Document 1 sets out the capital investment brought into the building four times by Blackhall Nursery and Ravelston Park Pavilion Association, combined with the fact that Blackhall Nursery and Ravelston Park Pavilion Association maintained this building for ten years with no support from the Council. We refurbished and extended the building four times as volunteers, using either Scottish Executive grant funding (this paid for the initial refurbishment and then the first extension) and our own reserves for two extensions. Apart from a new roof recently, and some recent minor works to make the building meet Care Inspectorate requirements, we have maintained and funded this building ourselves as volunteers on behalf of our community. We would like the price to be minimal to reflect our endeavours over nearly 20 years. We will also be continuing to deliver services that are essential to the City of Edinburgh Council ie early learning and childcare to the Blackall community
4b	Where a lease is being requested please specify: (i) The annual rent that you are prepared to pay: (ii) The duration of the lease requested: (iii) Any other special lease terms required:
4c	Where another form of occupancy (not a sale or lease) is being requested please state the price that you are prepared to offer for such rights to use the property:
5	Please summarise below the reasons for making the Asset Transfer request, any special terms and conditions applicable to the request, how you intend to use the Council building/land and any related timescales: We are applying for the Asset Transfer in order to

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- a) in Phase 1 (CAT of the existing building and required land)
- to enable community-run charity Blackhall Nursery to continue (as Phase 1) to provide free early learning and childcare places for the community, as a partner provider on behalf of the City of Edinburgh Council for nearly 20 years. The building cannot be amended or altered in any way because of the inalienable common good restrictions which prohibit even minor changes to the footprint nor can any changes be made which would trigger a Building Warrant application as Blackhall Nursery would not meet existing space requirements
 - to facilitate modest use of the building by the community (as Phase 1 with minor amendments eg secure storage for Blackhall Nursery) in the shape of small community groups (eg Blackhall Community Trust currently meets in the building because the chair of the Trust and the Nursery attends)
- b) in Phase 2
- to build a new Ravelston Park Pavilion which will be a community hub for the Blackhall community and space for a new early learning and childcare centre (for Blackhall Nursery). The lack of community space in Blackhall has been identified over the last ten years through the Inverleith Neighbourhood Partnership. Blackhall Community Association campaigned and lobbied for community space and facilities for young people for many years, with a rep on the then INP Children and Young People's working group. The lack of provision in Blackhall was reflected in Community Action Plans at the time.

PLEASE NOTE: Nothing can be done to the existing building without the CAT and the lifting of the inalienable Common Good designation on the building and environs. The status quo threatens the sustainability of Blackhall Nursery and severely restricts the possibilities for delivering services and activities to the wider community. There is no other early years provision in the Blackhall catchment.

Blackhall Nursery has been providing free early years education to 3-5 years olds in Ravelston Park Pavilion for nearly 20 years to as many local children as possible. A new Ravelston Park Pavilion is the preferred option to meet the requirements of 1140 hours; however, our original target of finishing the building by August 2020 has had to be pushed back, not least because we need CEC to make progress on the inalienable common good restriction. No real progress can be made by the community until this is resolved.

An extensive community consultation in 2016/17 initiated by Blackhall Nursery Board identified the need for the community hub and improved sports and recreational facilities as well as increased early years provision. A new building incorporating a hub as well as an early learning and childcare centre would enable more recreational activities to take place as well as improving and encouraging the

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	use of Ravelston Park for sport and recreation, and creating opportunities for intergenerational activities.
6	Date of Submission to the Council: September 2018

PART A – About your organisation

A1. 1	Organisation Name, Location and geographic areas of current operation:		
	Blackhall Community Trust, Blackhall, Edinburgh		
A1. 2	Organisation postal address:		
	Ravelston Park Pavilion, Craigcrook Rd, Edinburgh EH4 3RU		
A1. 3	Organisation Contact details for this request:		
	Name	Kristina Woolnough (chair)	
	E-mail	[REDACTED]	Tel. Number [REDACTED]
A1. 4	Organisational Governance – State the type of organisation you are, for example a registered charity or a registered company. If your agency is not a registered charity or company, please state if you have a Constitution / Statement of Aims / Memorandum and Articles (relevant documents must be supplied on request)		
	We are a registered Scottish charity and a registered Scottish company.		
A1. 5	OSCR Registration Number (if your organisation is a charity registered in the UK and/or Scotland):		
	Scottish Charity No SC047250		
A1. 6	Companies House Registration Number if applicable		
	A company limited by guarantee No 551774		

PART B – Your proposal for use of the asset

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In summary, please answer the following questions relating to your proposal (please ensure that you attach your full Business Plans as this will provide further detail)

NOTE: the term 'the asset or asset' means the Council-owned asset which is the focus of your submission

	Assessment of the operational and market environment
B1	<p>Please summarise below any history that your organisation has for; (i) delivering good quality services, (ii) meeting the needs of your community and (iii) enabling sustainable growth of your organisation?</p> <p>Blackhall Community Trust is working in partnership with Blackhall Nursery – Blackhall Nursery Board initiated an extensive community consultation which led to three community priorities and the formation of Blackhall Community Trust to deliver the priorities on behalf of the community.</p> <p>(i) and (ii). Blackhall Community Trust was formed to address community needs identified through extensive community consultation in 2016 and 2017 which was initiated by the Blackhall Nursery Board.</p> <p>Prior to this, Blackhall Community Association identified the same gaps in provision – specifically, the lack of community space and a lack of facilities for young people. Blackhall Community Association wound up when the Craigleith Blackhall Community Council was formed as a result of community council boundary changes.</p> <p>Community-run Blackhall Nursery (which will be the main tenant of the building in Phase 1 and Phase 2) has a track record of nearly 20 years of delivering free early years education to local children because there is no early learning and childcare provision at Blackhall Primary School. The Nursery (a charity and a limited liability company) has expanded four times from its inception in 1999 when it accommodated 14 children in a morning class. The following year, 14 more children were accommodated in an afternoon class. Subsequent building extensions created places for 24 and then 30 children as well as adding a very small office space and a cloakroom. Blackhall Nursery acquired funding to deliver these extensions and has been full (and unable to meet demand) for almost all of its 19 years. Blackhall Nursery is going to be a pilot partner provider of 1140 hours from August 2018 for a small number of children. Blackhall Nursery has received grades of 5 in its last two Care Inspectorate inspections. Its figures will be used to inform the Blackhall Community Trust business case and these demonstrate the feasibility and viability of Phase 1 very clearly.</p> <p>(iii). The community consultation and subsequent site options appraisal consultation gathered widespread support, good ideas and expressions of interest in using the building.</p>

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	<p>We propose a Phase 1 (to operate in the existing building which is known to be sustainable and financially viable from the last two decades' experience) whilst fundraising and securing permissions for Phase 2, a new Ravelston Park Pavilion.</p> <p>Our Business Plan reflects these two phases. Phase 1 is based on known and established practice and income/expenditure. It will enable modest and small-group community use and benefit. In Phase 2, the community space will be available to community groups in the evenings, at weekends and in the holidays. The business plan develops further ambitions for funding streams for Phase 2.</p>
B2	<p>Is there a strong business-fit between the core objectives of your organisation and the proposed use of the asset?</p>
	<p>Yes. BCT's charitable objectives are based on the findings of the community consultation which we carried out from 2016 to 2017. We are confident that the longstanding need for community space – see B (i) and (ii) – and the ongoing requirement to 2020 and beyond for early learning and childcare places of up to 1140 hours both reflect our purposes and are sustainable.</p> <p>Blackhall Nursery has operated for nearly 20 years as a community-run nursery, initially as the tenant of Ravelston Park Pavilion Association, another community-run charity which managed and let out the building. This is a tried and tested model, both financially and in terms of the offer to the Blackhall community.</p>
B3	<p>How will your organisation's current operational capacity and financial turnover be affected by taking forward your proposals for the asset?</p>
	<p>Blackhall Community Trust has been set up to meet the Blackhall community's needs. We have a board of seven committed members, of whom two have current ties to Blackhall Nursery. Blackhall Nursery currently manages the building.</p> <p>The Board members have expertise in buildings, community cohesion, fundraising, communication, offering community-based services, sports and recreation, budgeting and business management. We are seeking an additional board member with legal expertise.</p> <p>The proposed arrangement, whereby Blackhall Community Trust owns the building and Blackhall Nursery is the anchor tenant, was the successful operational model from 1999-2009. Blackhall Community Trust intends to use rental income, with Blackhall Nursery as the anchor tenant and will some smaller community group usage (eg the existing Book Club and Walking Group), to cover running costs for Phase 1. Available space to let in Phase 1 is modest but this could be increased with better and secure storage for Blackhall Nursery.</p> <p>We will maximise lets for Phase 2, both to increase and maximise access for the wider community and to cover possible staffing and additional running costs. Locally, there is a shortage of bookable spaces, with Blackhall School and St</p>

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	Columba's Church providing the only spaces and both of these are almost fully booked.
B4	<p>Please evidence below, the strength of leadership and skills of the Board and staff of your organisation to maximise the prospects of the asset? If the skills are not currently in place, please describe how you intend to address this.</p> <p>Blackhall Community Trust Directors are committed and passionate about community activism. Our Board members are: Peter Allan - retired planning consultant and company director Ian Ashcroft - sports coaching & management, first aid, child protection, project management & execution, asset/economic valuation, business management Lesley Blackmore - strategic community health planning, liaising with voluntary and community groups Fiona Gilbert - business manager (Blackhall Nursery), Company Secretary (Blackhall Nursery and Blackhall Community Trust), extensive experience of office bearer roles in community and education organisations), administration of recruitment, building maintenance, liaising with families Katie Gilbert - social media, minutes, admin support (communications officer for Blackhall Community Trust) Fergus Henderson - Treasurer of BCT, heavily involved in local community groups, and school clubs (all mainly with an outdoor, sports or activity slant). Degrees in Computer Science and Electronics Manufacture with management and project experience Marianne Smith - retired medical librarian with organisational and communication skills and enthusiasm Tina Woolnough – Chair (Blackhall Nursery and Blackhall Community Trust), experienced communications professional and fundraiser, extensive experience of representation and office bearer roles in community and education organisations</p> <p>We continue to recruit Board members and skilled volunteer support. Many, many volunteers help us – delivering the newsletter, building the website and with graphic design and also a local professional fundraiser has offered to help us.</p>
B5	<p>Please detail how you intend to evidence long-term community benefit arising as a result of the proposed asset transfer?</p> <p>We will set objectives in our Phase 1 and Phase 2 stages. There is an inbuilt community benefit in Phase 1 and Phase 2 because of the presence of Blackhall Nursery as the anchor tenant, meeting the needs of local families by providing their free statutory entitlement to free early learning and childcare.</p> <p>We will regularly seek feedback from users of our services (Blackhall Nursery already does this extensively, and tailors provision to meet families' needs where possible eg Blackhall Nursery lobbied for ten 1140 hours places as part of the partner provider pilot as we had ten families interested in these places, not the eight that had been allocated by CEC). We seek feedback and respond to community views through our newsletters, consultations and public meetings. The</p>

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whole foundation of Blackhall Community Trust – in its legal purposes – derived from extensive community consultation.

The building is used for small meetings at present eg the Book Club; this has been the case in the past but the lack of storage eg for adult-sized tables and chairs and secure storage eg for Nursery equipment has made wider usage difficult. In Phase 2, the new Ravelston Park Pavilion will include space for community use, including a kitchen and storage for adult-sized furniture.

We currently run three groups – a walking group, a book group and a coffee morning. These all evidence a shortage of provision for recently retired or bereaved women. Many of these participants are new to the area (having moved to Blackhall to be close to their families) or were involved in the community when their children were at primary school. Recently retired, these women have found that they have lost their community connections and wish to regain them.

We also held three community coffee mornings in Blackhall Primary School, one of them as a market place event for community groups to come along and show residents what opportunities there are in our community.

Social isolation and loneliness in older people is an evidenced and growing problem. We are keen to continue to offer these services and to build on them. We can develop these in the existing building in Phase 1 with minor amendments eg secure storage. For Phase 1, community benefit would continue to be

- free early learning and childcare places for local families (up to 60 children)
- small group meetings and activities eg book group
- use of the building by Blackhall Sports Committee on Blackhall Children's Sports Day in June
- use of the building by groups such as Brownies/Guides, St Columba's Holiday Club in the holidays (especially toilet and handwashing facilities)
- holiday or wildlife clubs in the holidays (a two-week holiday club was run in the past for 3-5 year olds)
- small group musical instrument lessons and small singing groups
- small committee meetings eg Blackhall Community Trust (previously the Friends of Ravelston Park and Woods and Ravelston Park Pavilion Association met here).

However, Phase 2 would enable us to do so much more! See the Business Plan.

There are known health benefits in reducing social isolation and in promoting healthy activities such as walking, meeting and chatting. Feedback from our groups makes it clear that we are making a real difference to the lives of these local residents. We will gather this more formally in Phase 1 and tailor our services accordingly.

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B6	
	Answer: N/A
B7	Please summarise below the partners involved in your proposal, describing the current and future strength of partnership work in the context of the submission and if so, is this influencing the operational arrangements for the asset?
	<p>Blackhall Community Trust works in partnership with Blackhall Nursery, which is itself in partnership with the City of Edinburgh Council's Early Years department who will continue to provide early learning and childcare for local children under a partner provider agreement.</p> <p>CEC Parks and Greenspaces Department is the current official custodian of the building; we have been communicating with officers but need to formally approach the Department to seek their permission for the CAT.</p> <p>We have consulted extensively with Blackhall Primary School (staff are very supportive), Blackhall Primary School Parent Council, Blackhall Primary School PSA, Blackhall Children's Sports Committee, Blackhall Tennis Club. We started our clubs and groups as a result of a speaker from Communities Connecting. We have also engaged with LOOPS who attended one of our coffee mornings.</p> <p>We have given presentations to these groups and to Craighleith Blackhall Community Council and Inverleith Neighbourhood Partnership. We keep our local councillors informed and enlist their help when we need it. We have a mailing list of community groups and liaise with Blackhall St Columba's Church which kindly enables us to use their halls for our public meetings which take place three times a year.</p> <p>We continue to keep these organisations and partners informed.</p>
B8	Please describe the governance arrangements which will oversee the operations of the asset. If this is to be separate to arrangements for your organisation, please provide further description and include diagrams if necessary. Please also describe how accountability for the asset will be provided for.
	Both Blackhall Nursery and Blackhall Community Trust are voluntary sector organisations, run by volunteers and funded through grants and fundraising activities. This helps to keep running costs to a minimum whilst also tapping into the talents of the local community to manage them. Blackhall Nursery has a track history of managing its limited funds wisely and both organisations will have an interdependency which will require this good stewardship to continue in order to sustain each organisation. The boards of directors of both organisations (each is a company limited by guarantee and a registered charity) have a legal

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	<p>obligation to manage the organisations well and are accountable to the membership, OSCR and Companies House for the running and sustainability of the company. This requires the use of the asset to be maximised. Phase 1 is well-evidenced as sustainable over 20 years; Phase 2 creates more opportunities.</p> <p>The building will be owned by Blackhall Community Trust on behalf of the Blackhall community (defined by the postcodes which reflect Blackhall Primary School's current boundaries). Blackhall Nursery will be the anchor tenant. In Phase 1, Blackhall Nursery will have sole use of the building in term time, during the day. Some limited use by community groups will be possible in the evenings and holidays (as happens to a small extent now). See Question B5 for more details.</p> <p>In Phase 2 with the new Ravelston Park Pavilion, Blackhall Nursery will have term time use of a significant part of the building. However, there will also be a community space which will be let out.</p> <p>The board of directors of BCT will have overall responsibility for the asset, with some day-to-day aspects such as certain running costs, bills etc. likely to be devolved to the Nursery in Phase 1 (as per the Nursery's current practice and similar to the tenancy agreement with CEC). For Phase 2, this depends on matters such as separate meters for utilities etc being decided.</p> <p>BCT reports back to the community at its AGM, when board members are elected and an auditor is appointed. BCT must meet the requirements of OSCR and Companies House. Full audited accounts are required. There will either be a subcommittee of BCT with Nursery representatives and other tenants, or Nursery representatives will be invited onto the BCT board (as happens already).</p>
B9	<p>Please evidence how you know that your proposals for the use of the asset are supported by and meet the needs of the wider community and City. You should describe the level and nature of support for the request from the community.</p>
	<p>Blackhall Community Trust was formed in response to a community consultation initiated by the board of directors of Blackhall Nursery to ascertain the needs of the community.</p> <p>The Trust developed an action plan in order to better meet these needs and has evidence of strong community support at each stage through repeated consultation exercises which have been promoted via our newsletters (delivered door to door three times a year by volunteers). The community needs a fit-for-purpose nursery building to meet the Scottish Government's requirements for increased early learning and childcare from 2020 and there is strong support for a multi-purpose space for community use.</p> <p>This is evidenced by community responses to the proposal for a CAT and to a feasibility study looking at possible sites for a new Ravelston Park Pavilion and the continued growth in membership of the Trust which demonstrates that there is</p>

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	<p>ongoing support for the Trust's objectives. The local activities run by the Trust demonstrate that there is a need for community activities which would be best offered in a community venue eg the monthly coffee morning group for those who feel isolated is held in a local café, is limited in size and the individuals, most of who are retired have to pay for the own coffee.</p> <p>There is no council-run nursery in Blackhall. Blackhall Nursery was set up a group of parents in 1999 as a voluntary sector organisation. It has been run continuously by parent volunteers ever since, expanding from 14 children per day to the 56 children per day who attend at present, funded under a partner provider agreement with the City of Edinburgh Council on a per capita basis. It has a very strong reputation with parents, verified by regular Care Inspectorate and HMIE inspections, and demand for places has remained high since it first opened. The community's support for the nursery is demonstrated by the level of volunteering which has been sustained since 1999 as the board of directors and the parent committee are drawn from parents past and present on a continuously revolving basis.</p> <p>CEC's Early Years team acknowledges the vital role that the nursery plays in meeting the need for early years places in Blackhall and the strong partnership relationship that exists between the nursery, the Council and Blackhall Primary. Places at Blackhall Nursery have been factored into CEC's forward-planning for the 1140 hours roll out.</p> <p>The consultation exercise carried out in March 2018 into the proposals a CAT and for a site location for a revitalised Ravelston Park Pavilion achieved good community engagement and very positive feedback and demonstrated the community's sound support for the trust's proposals.</p>
B10	<p>Where applicable, please detail how your proposals for use of the asset will enhance the existing use of the building/land</p>
	<p>Supplementary Document 1 sets out how the Blackhall community has greatly enhanced Ravelston Park Pavilion for the benefit of the community by bringing in capital funding. In 1999, it was a derelict, burnt-out eye-sore. Blackhall Nursery was also the catalyst for improving Ravelston Park and the playpark, as improvements were delivered through the Friends of Ravelston Park and Woods, through Blackhall Nursery and through Ravelston Park Pavilion Association. Grant bids made by these organisations funded lighting in the park, drainage of the grassland (twice), bulb planting, wildflower planting, information leaflets, etc. Use of the park and woods by the Nursery led to the regeneration of the playpark (which won an award for community consultation), the revitalisation of the woods (an action plan, new paths, clearing and maintenance, planting). Blackhall Nursery has achieved several green flags and Ravelston Park has now achieved this status too.</p> <p>Phase 1 of our proposal would enable us to improve and manage the building (the inalienable common good currently prevents alteration to the building's</p>

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	<p>footprint as stated earlier). Some limited use could be made of the building as it is, for small community groups (the Book Club meets here), if storage and security for Nursery equipment could be improved. Currently, a BCT and Nursery board member is always in attendance for the Book Group, as mentioned earlier.</p> <p>Phase 2 will see the demolition of the current Pavilion and a new build which will be able to meet the needs of Blackhall Nursery and the wider community, once finance is in place.</p> <p>Ownership of Ravelston Park Pavilion will enable us to create a community base, from which Ravelston Park can be better used, increasing recreational use of the Park for more diverse age groups. Storage and a toilet will facilitate this. This will improve health and wellbeing and community connectivity for all ages in Blackhall. Phase 2 maximises this opportunity. The kitchen and community space in the new building will create opportunities for intergenerational activities and meals eg Nursery children and older residents could eat together. Fundraising events could also operate here eg a summer café.</p> <p>Phase 1 is viable but we would really like to deliver Phase 2 to create an accessible community space and improved facilities for Blackhall Nursery as it strives to meet local demand for early years places. The new statutory entitlement from 2020 to increased hours for early learning and childcare, to which the Scottish Government and the City of Edinburgh Council are committed, brings further pressures on the building. Alternative sites have been explored by the Council and by Blackhall Nursery, with the conclusion that the current location is the only viable option. Plans were drawn up by the Council for an extension, and funding was allocated, but the inalienable common good issue prevented this from happening.</p> <p>The community consultations demonstrate clear need and support for this project. However, we really need CEC to pull out all the stops to help us deliver for our community.</p>
B11	<p>Please outline how your proposals take account of the influence of local and city market forces and (i) if so are there plans in place to ensure that your proposals for the use of the asset are competitive in order to sustain the asset, (ii) if not please explain why.</p>
	<p>Our community consultation into local needs demonstrated three clear community priorities:</p> <ul style="list-style-type: none"> • a community space for all ages for a range of activities • more spaces for 3-5 year olds and more flexible provision at Blackhall Nursery • a local response to the citywide need for more early learning and childcare provision • spaces for recreation and sports, all year round, for all ages, including improved access to existing spaces such as Ravelston Park and Woods

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	<p>Our Business Plan sets out information about the lack of available community spaces in our area and the absence of any other early learning and childcare centres in the Blackhall catchment. The Business Plan outlines the scarcity of local community spaces.</p> <p>We are confident of the ongoing need in the Blackhall community for what our Phase 1 offers (the continuation of early learning and childcare for local families with some small group, supervised use of the building) and for what our Phase 2 offers (the new Ravelston Park Pavilion). Existing spaces in Blackhall St Columba’s church halls and in Blackhall Primary School are fully booked.</p> <p>The expansion of early learning and childcare provision by 2020 (to 1140 hours from 600 hours per annum for eligible two year olds, ante and pre-school children) means that the supply of places needs to increase dramatically. Blackhall Nursery has never been able to accommodate all local three year olds; Blackhall Nursery has always been full (except for a few weeks in August 2017 when the City of Edinburgh Council expanded its provision which impacted briefly on Nursery).</p> <p>Blackhall Nursery is piloting the 1140 hours for ten children for 2018/19. This is generating more funds because of the improved hourly rate and enables Nursery to experience the 1140 hours in advance of 2020. This has benefits for local families and also for Blackhall Nursery and Blackhall Community Trust – we will get a clearer picture of income and expenditure with which to move forward.</p>
B12	<p>If suitable, is there marketing and development plan in place for the asset for the next five years? If so, please provide further details in relation to your approach</p>
	<p>The Business Plan outlines some of this work. Both our Phase 1 and our Phase 2 have Blackhall Nursery as an anchor tenant.</p> <p>Phase 1 Phase 1 can accommodate small groups and one-off events but there is more that could be done to offer the space locally if storage for Blackhall Nursery could be improved. See B5 for information on current and past users. We know that the asset is viable because of the track record over nearly 20 years. We already have established communication networks through which this small space can be promoted (listed below).</p> <p>Phase 2 In Phase 2, when costs are likely to increase because the scale of the operation will get bigger, additional income will be generated by hiring out the community space to local community groups and others. There will be a marketing and development plan for Phase 2, as plans are progressed for the capital funding and the building project. However, the anchor tenant is guaranteed and local interest has already been expressed for using the community space. For example, the space will be suitable for committee meetings and for small exercise</p>

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	<p>classes. Blackhall Community Trust's Book Group will continue to use the building and the Coffee Mornings could be held in the community space instead of in a commercial café.</p> <p>BCT has developed tools for communicating and engaging with its members/potential members through paper newsletters distributed three times a year through letter boxes by hand, widely advertised public meetings three times a year with speakers updating on activities and a website which is currently being updated. The Trust believes that engaging with the local community and keeping them informed will ensure they use the building, informing what is delivered and supporting it on an on-going basis.</p> <p>Marketing the new Ravelston Park Pavilion will be very local to the Blackhall area as this is the community it is designed to benefit. Space available to let will not be huge so it is likely that demand will have to be managed in line with the priorities identified earlier in this plan and to keep the project sustainable financially.</p> <p>Marketing materials are likely to be in line with a very localised offer:</p> <ul style="list-style-type: none"> • public events, inviting people to the park/new pavilion • fliers and handbills through letter boxes for new activities • e bulletins and adverts • Facebook page • Twitter • programme and booking arrangements on a website/electronic booking/payment system • adverts in local press • word of mouth through BCT networks and local groups. <p>Booking of and payment for space will be via an enhanced website with the facility to take bookings and payment. A full marketing plan will be developed as the plans for the new Pavilion progress.</p>
B13	<p>Please detail evidence of support from the appropriate <u>Neighbourhood Partnership</u>, Councillors, other community leaders and other relevant interests?</p>
	<p>The Inverleith Neighbourhood Partnership was advised of Blackhall Community Trust's plans at the outset and has given support through grant funding of some set-up costs; we have given the INP regular updates and gave a second presentation to the INP in November 2018. One of our Board members is co-opted onto the Craighleith Blackhall Community Council (CBCC) and CBCC has been kept updated re proposals and progress. Some CBCC members have attended Blackhall Community Trust's regular public meetings in both an official and an individual capacity; we invite CBCC to update attendees of our public meetings on CBCC work. The local councillors are also invited to attend the public meetings and are updated by email and via our updates and presentations</p>

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	<p>to the Inverleith Neighbourhood Partnership. Local groups have the opportunity to join the Trust and to attend the public meetings. Trust members have engaged with the local primary school parent bodies and with a wide variety of community groups in different ways e.g. by attending meetings, participating in community events, and sharing information about meetings and public consultations through social media and personal contacts.</p>
<p>B14</p>	<p>Are there any objections to your proposals for the asset that you are aware of? If yes please detail these and how your organizations is dealing with these, if no then please detail how you would handle any concerns should these develop in the future.</p>
	<p>Not so far! There has been widespread support from the community as it is evident that BCT is addressing specific community needs through its proposals. Our consultation presentations/displays at Blackhall Library and at Blackhall Primary School were very positively received. Our online survey, also part of our consultation on CAT and on site options, resulted in very positive feedback (see the Business Plan).</p> <p>There are no known objections at present. BCT would try to understand the grounds for any objections arising, and to address the concerns wherever possible. It is important to the Trust to have the support of the community as much as possible and not to create divisions. The series of public consultations conducted to date has given local residents the opportunity to take part and to share any concerns they might have at an early stage. The consultation responses and the growing membership of the Trust are evidence that there is a lot of local support for the Trust’s objectives and plans. There is clear understanding of the Trust’s intention to bring benefit to the local community by addressing community needs.</p> <p>We will continue to consult with, and to listen to, the Blackhall community throughout Phase 1 and Phase 2. We will address queries and concerns and mitigate them where possible. We already did this with regard to Option 5 of our possible site options for our new build in Ravelston Park – families were clearly against moving the playpark from its current location. Option 5 was removed from consideration. If the wider community does not want our proposals at any stage, there will be no point in taking them forward. However, that is not currently the case.</p> <p>We will have to apply for planning permission for the new Ravelston Park Pavilion, which will create another democratic opportunity for residents to have their say.</p>

	<p>Financial Management</p>

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B15	<p>In relation to your plans for the asset, is the proposed income dependent upon; (i) a single income source, (ii) a dominant income source or (iii) multiple, but inter-dependent sources of income? Please detail below.</p>
	<p>(ii) A dominant income source in the form of rental income from the anchor tenant (Blackhall Nursery) as it uses most of the space, most of the time. However, in Phase 2, it is anticipated that additional income will be generated through renting out the multi-purpose area to a variety of community groups and individuals both on a regular and occasional basis. Our Business Plan includes a SWOT analysis.</p>
B16	<p>In relation to your plans for the asset, are the sources of income sustainable, i.e.; likely to persist over the next few years, or are short-term, or will there be a need for subsidy from another source for example the parent organisation or public funds?</p>
	<p>It is anticipated that the sources of income will be sustainable and predictable for the next few years as Phase 1 of our proposal. This is helped by Blackhall Nursery's current piloting of the 1140 hours, with the additional hourly rate that this receives.</p> <p>As is usual for voluntary sector organisations, one-off grant funding bids will be made to develop the asset and to support Blackhall Community Trust's delivery of services to the community, but it is not anticipated that ongoing subsidies will be required in order to run the asset. The Trust itself must be satisfied that this project is viable!</p> <p>The expansion of early learning and childcare should ensure the sustainability of Blackhall Nursery, which will respond as much as it can to families' needs, within the restrictions of the building as it is (Phase1) and with greater flexibility within the new build (Phase 2). Different models of delivery can be considered in the future, to ensure that Blackhall Nursery continues to meet the needs of local families.</p> <p>In Phase 2, whilst there are many unknowns, we anticipate that more income can be generated by other users of the building. Commercial and community letting rates will be offered. See our Business Plan for more detail.</p>
B17	<p>In relation to your plans for the asset, please evidence any trading and other efforts to generate income. Please include any anticipation of bidding for public sector grants/contracts or other funding?</p>
	<p>See our Business Plan. In Phase 1, Blackhall Nursery is the anchor tenant. Small group activities and meetings (eg the book group) will bring in small amounts of income too. We are currently fundraising to meet any costs arising from CAT and have a big fundraising event on 1 March 2018. We also have a BT MyDonate page.</p>

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	<p>In Phase 2, the Trust will lease the main part of the building to Blackhall Nursery and will hire out the flexible space area to community groups or individuals to generate additional income.</p> <p>The Trust will also engage in fundraising activities within and outwith the asset. The Trust may consider a community share offer and also crowdfunding.</p> <p>In time, the Trust may deliver chargeable services itself or may commission third parties to deliver chargeable services on its behalf, depending on local need, the availability of suitable skills and commercial opportunities. This might include holiday clubs, preparing meals, time-banking, support for older people eg gardening etc. Some of these will require the space and facilities of the Phase 2 new build, others will be possible in Phase 1.</p>
B18	<p>Please describe below the financial relationship between your organisation and your plans for use of the asset. Please include details about implications that there may be for your organization and the asset and how you will manage any risks identified.</p>
	See our Business Plan, specifically the sections on funding.
B19	<p>Has your organisation ever been investigated on the basis of poor financial management or failure to demonstrate good organisational governance?</p>
	No.
B20	<p>Does your organisation currently have operational capital, if yes is this being applied as part of the request, if no, will the proposed asset provide for a financial asset or liability?</p>
	<p>We have limited income at present, to cover our costs. Our latest accounts will be signed off at our AGM in February 2019. We are showing a small surplus and are developing our fundraising strategy. Funds are raised at community events and also a small start up grant from Inverleith Neighbourhood Partnership supported us. Should the asset be transferred, rent would be paid by Blackhall Nursery which would cover our costs. This model was used previously, for the first ten years of the Nursery's existence, when another community group and charity, Ravelston Park Pavilion Association, leased the building from the Council and Blackhall Nursery paid rent to this organisation. These funds were used for maintenance and extensions.</p>
B21	<p>Is the request for asset transfer being made in order to add to an existing property asset portfolio for the purposes of continued trading?</p>
	No.
B22	<p>Please indicate with an example where the financial aspects of your proposal have been successfully applied elsewhere?</p>
	<p>Blackhall Nursery, and Ravelston Park Pavilion Association (the lease holder for the first ten years of Blackhall Nursery's existence) have proven for nearly 20 years that the operations and the building are sustainable as they currently exist. Phase 1 is based on this financial model which has proven viable and has generated savings enough to extend the building twice and to maintain it.</p>

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	<p>We are promoting a phased approach in our proposals to mitigate risk. We won't go ahead with the Phase 2 new build until permissions and funding are in place and we are able to add more detail to the Business Plan.</p> <p>There is uncertainty about the CAT and the inalienable common good; in this context, it is challenging to confirm funds for the new Ravelston Park Pavilion. We are being prudent by having Phase 1 and Phase 2.</p>
B23	<p>Please identify if; (i) your proposals for impacts upon the finances of your organisation and (ii) plans for mitigation if negative issues arise concerning cash-flow, liquidity or financial capacity issues that may impact upon the request?</p>
	<p>See answer to B22. Phase 1 is based on actual figures derived from nearly 20 years of successful operations.</p> <p>A full funding package for Phase 2 can be developed, once the CAT is confirmed. There is a reliance on Blackhall Nursery as the anchor tenant. We are confident that the need for places at Blackhall Nursery will continue, in the absence of any other provision in the Blackhall school catchment and in the light of the 1140 expansion. Blackhall Nursery's location, with Ravelston Woods and Park adjacent to it, makes its offer to families unique and very special – high quality, local, with lots of opportunities for outdoor play and possibly forest kindergarten in the future.</p>
B24	<p>How do you intend to continue to operate should any income related to the proposed building/land not be generated as planned? Have you plans for alternative forms of income and/or alternative business model should income streams not continue?</p>
	<p>See answer to B22.</p> <p>We have Phase 1 and Phase 2 as cautious ways of moving forward. We are confident that the need with early learning and childcare places in Blackhall will continue, as long as Blackhall Nursery is able to meet families' needs. The partnership arrangement between the City of Edinburgh Council and Blackhall Nursery supports the sustainability of Blackhall Nursery, as anchor tenant. Some income in Phase 1 will be possible from small group or holiday activities.</p>
B25	<p>What are your plans for the proposed asset should your organisation incur operational difficulties or cease to trade?</p>
	<p>These are the clauses in our Articles of Association. However, we anticipate that the Council might insert conditions in the title deeds for the property, should the CAT take place. This has yet to be resolved. Blackhall Community Trust would take all steps necessary to ensure the transfer of the asset to a similar body/registered charity as per our Articles below:</p> <p>'Winding-up</p>

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	<p>139 If on the winding-up of the company any property (including any land acquired by the company under Part 2 or Part 3A of the Land Reform (Scotland) Act 2003 or Part 5 of the Land Reform (Scotland) Act 2016)) remains after satisfaction of all the company's debts and liabilities, such property shall not be paid to or distributed among the members of the company; instead, that property shall (subject to articles 140 and 141) be transferred to such other community body or bodies, crofting community body or bodies or Part 3A community body or bodies as may be determined by the members (subject to the identity of the transferee body or bodies being approved by the Scottish Ministers).</p> <p>140 If the members do not resolve to transfer any property of the nature referred to in article 139 to a community body or bodies, crofting community body or bodies or Part 3A community body or bodies approved by Scottish Ministers, such property shall instead (subject to article 141) be transferred to the Scottish Ministers or to such Scottish charity as the Scottish Ministers may direct.</p> <p>141 If - at the time when the company is being wound up - the company is a Scottish charity, no property shall be transferred under article 139 or 140 to any body unless it is a body entered in the Scottish charity register.'</p>
B26	<p>How have you factored in the impact of the total 'on-costs' for the asset for your organisation, i.e. repair, maintenance, insurance, energy requirements?</p>
	<p>Yes. See the Business Plan. The accounts for the last twenty years for Blackhall Nursery and Ravelston Park Pavilion Association demonstrate the costs and affordability of the proposed Phase 1. They also provide core information to feed into financial plans for Phase 2 (with the assumption that the new build will be much more energy efficient than the existing building which has very little insulation and is plastered on the hard in the old section).</p> <p>Blackhall Community Trust will budget for building maintenance, setting aside funds for this purpose, as Ravelston Park Pavilion Association and Blackhall Nursery have done historically – to the extent that funds for two extensions and ongoing maintenance accrued.</p>
B27	<p>Please summarise below how you have factored in the following in regards to your proposals for use of the asset; market awareness, sales and other income generation opportunities.</p>
	<p>See the Business Plan.</p>

PART C - Sustainability Impacts

C1	<p>In considering your proposals it is important that the impacts of proposals for use of the asset on the City's economy, community-wellbeing and environment are identified.</p> <p>Please detail below the impacts upon the following:</p>
	<p>See the Business Plan where these benefits are set out and matched to Council priorities. These include:</p>

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	<p>The City of Edinburgh Council (CEC) has made a series of 52 commitments to the city as part of a coalition agreement and these are built into the Council Business Plan. Key Commitments addressed by BCT's planned project, particularly under the theme <i>Delivering for our children and families</i> are as follows:</p> <p>32. <i>Double free early learning and childcare provision, providing 1,140 hours a year for all 3 and 4-year olds</i> and vulnerable 2 year olds by 2020</p> <p>33. <i>Make early years provision more flexible to fit families' needs</i> and provide additional resources to families so that no children are educationally disadvantaged when they start formal schooling</p> <p>35. <i>Improve access</i> to libraries and <i>community centres making them more digital and delivering them in partnership with local communities</i></p> <p>39. <i>Put exercise at the heart of our health strategy by increasing access to sport and leisure facilities</i></p> <p>43. <i>Continue to upgrade our existing parks</i> and plant an additional 1,000 trees in communities.</p>
C2	<p>Please detail below what you think are the benefits to the Edinburgh economy, please outline both positive and negative benefits that you think may occur:</p>
	<p>See the Business Plan.</p> <p>CEC commitments address:</p> <ol style="list-style-type: none"> 1. Create the conditions for business to thrive. <i>Invest in supporting</i> businesses, <i>social enterprise</i>, training, hi tech, creative and other key sectors including co-operatives 2. Work with the business community <i>to grow the number of Living Wage employers</i>, year on year <p>11. <i>Ensure Council policies on planning</i>, licencing and <i>sale of Council land give substantial weight to the needs of residents while still encouraging business</i> and tourism</p> <p>15. Protect Edinburgh World Heritage status and <i>make sure developments maintain the vibrancy of our city in terms of placemaking, design and diversity of use</i></p> <p><i>"The Council is an Empowering Council that is committed to a new contract with its citizens, so that the emphasis of all our practice is on empowering and involving communities and partners in decision making and co-production, rather than doing things to them or for them! (CEC Business Plan 2017-22). It also wishes to be an ambitious, forward looking Council which works with partners to deliver a step change towards a stronger, fairer city equipped for the future."</i></p> <p style="text-align: right;">(CEC Business Plan 2017 - 22)</p> <ul style="list-style-type: none"> • Potential economic benefits from job creation • Savings to the Council in terms of maintaining Ravelston Park Pavilion • Huge savings to the Council from the community continuing to provide its own early learning and childcare; Blackhall Nursery has run on a much smaller per capita allocation than CEC's own establishments; Blackhall

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	<p>Nursery has a very slim management structure (volunteer Board; a qualified manager and a part time business manager), unlike CEC nurseries</p> <ul style="list-style-type: none"> • Economic savings by improving health and wellbeing of residents (by offering activities to all ages, by reducing isolation and by creating a centre for the community in Ravelston Park Pavilion and Ravelston Park).
C3	<p>Please detail below what you think are the benefits to the community outlining both positive and negative benefits that you think may occur: for example; what the impacts on the local community will be:</p>
	<p>See the Business Plan.</p> <p>We currently run three groups – a walking group, a book group and a coffee morning. These all evidence a shortage of provision for recently retired, isolated or bereaved women. Many of these participants are new to the area (having moved to Blackhall to be close to their families) or were involved in the community when their children were at primary school. Recently retired, these women have found that they have lost their community connections and wish to regain them. Increasingly, retired and relocated older men are getting in touch. We help make connections and reduce social isolation, thereby improving health.</p> <p>We also held three community coffee mornings in Blackhall Primary School, one of them as a market place event for community groups to come along and show residents what opportunities there are in our community. This enabled residents to find out about local opportunities. Many older people become anxious about driving and need local activities, particularly as we have a fairly limited bus service.</p> <p>Social isolation and loneliness in older people is an evidenced and growing problem. We are keen to continue to offer these services and to build on them. We can develop these in the existing building in Phase 1 with minor amendments eg secure storage.</p> <p>For Phase 1, community benefit would continue to be the use of an affordable community space for</p> <ul style="list-style-type: none"> • free early learning and childcare places for local families (up to 60 children) • small group meetings and activities eg book group • use of the building by Blackhall Sports Committee on Blackhall Children’s Sports Day in June • use of the building by groups such as Brownies/Guides, St Columba’s Holiday Club in the holidays (especially toilet and handwashing facilities) • holiday or wildlife clubs in the holidays (a two-week holiday club was run in the past for 3-5 year olds) • small group musical instrument lessons and small singing groups

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	<ul style="list-style-type: none"> • small committee meetings eg Blackhall Community Trust (previously the Friends of Ravelston Park and Woods and Ravelston Park Pavilion Association met here). <p>These activities promote community cohesion, by developing Ravelston Park Pavilion and Ravelston Park as a community hub and space. Ravelston Park and Woods are well-used by different groups and we would like to encourage the further expansion of this eg to older people.</p> <p>Negative point: space is very restricted in Ravelston Park Pavilion and we could do so much more with a new community building!</p> <p>Positive benefits of Phase 2 to the people of Blackhall would be:</p> <ul style="list-style-type: none"> • Increased community cohesion across all age groups • Inclusion of all ages and abilities in a fully accessible community building; ideas for using the community space include involving local disabled young people and older people in the lunches of Nursery children, either as volunteering or employment opportunities • The opportunity to access more statutory free Early Learning and Childcare currently largely denied to many local parents of three-year olds; more flexible provision if extra space is available; Blackhall Nursery welcomes all children and celebrates diversity • More recreational facilities and opportunities for all ages and for those with disabilities, as toilets and changing space in Phase 2 will enable community-run activities in the park to be more inclusive • A better environment (less need to drive to access facilities) • Improved health and well-being (more local walking, more exercise opportunities, less stress, year-round activities ie better access to Ravelston Park and Woods) • Improved park facilities with access to a toilet and storage for equipment • Opportunities to redirect funds back into the community, instead of paying to use facilities elsewhere e.g. football • Overall, a safer, cleaner, greener Blackhall. • With the 1140 hours early learning and childcare provision, it is likely that there will be less human traffic in and out of the park than at present, so this is likely to be reduced (depending on families' preferences) • Reduction in isolation for older residents • A space for other health and social care professionals to support the community eg by running information sessions, activities etc. <p>Negative points:</p> <ul style="list-style-type: none"> • Capital funding is not as available as it was when we started this project; Big Lottery capital funding is now restricted to deprived communities
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	<ul style="list-style-type: none"> Phase 2 will require a small piece of the park for building the new Phase 2 facility. We have minimised this by looking at nine site and layout options.
C4	Please detail below what you think are the benefits to the City environment – please outline both positive and negative benefits that you think may occur:
	<p>See Business Plan.</p> <p>Positive benefits:</p> <ul style="list-style-type: none"> Reduced car use, as a local early learning and childcare centre avoids the need for parents to drive outside the area to access their statutory entitlement Enhancing use of greenspaces (Ravelston Park and Woods) for younger and older people's health benefits. <p>The negative impact is that a small piece of park is required to create the new Ravelston Park Pavilion.</p>

PART D – Summary Budget Information

D1	If appropriate, please summarise the budget arrangements for the requested building/land:		
		Income	Expenditure
	Phase 1:		

PART E - Other Issues relating to your request

Current financial and other support from the City of Edinburgh Council

E1	Please identify below any investment that your organisation currently receives from the Council:		
		£sum	Purpose
	Inverleith Neighbourhood Partnership grant	c £1300	One off start up costs eg insurance, communication, banner etc

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E2	Please identify below any investment that your organisation has attracted from the Council in regards to the proposed transfer of the building/land identified in item 2 above:		
		£sum	Purpose
		0	
E3	Please identify below any investment in kind that your organisation currently receives from the Council in regards to the proposed transfer of the building/land identified in item 2 above:		
		£sum or equivalent value	Purpose
		0	
E4	If receiving investment or other financial support as above, is it anticipated that this will continue for the future and be of benefit in regards to your proposals for the building/land?		
	None at present although open to offers!		

Added Social Value

E4	Please summarise below any additional social added value that your proposals may generate (for example; this may include volunteering, new services, improved trading or other initiatives)	<i>Please identify any equivalent social added value (£m)</i>	
	New services to reduce isolation and for community-building (walking group, book group, coffee mornings)		
	Volunteer hours (Blackhall Community Trust)		
	Childcare benefits (up to 60 children) in Blackhall Nursery in Phase 1		

Submission Checklist

	Please check that you have included the following as part of the accompanying information to your stage 2 submission:		
		Yes	No
	Full Business Plan (including financial plans) for the use of the Council-owned building or land	Yes	

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	Most recent Full Year Accounts for your organisation	Yes	
	Articles of Association/ Constitution/Governance Document for your organisation	Yes	
	Supporting material from community members or other interests	Yes – consultation results in Business Plan	
	Have you read the Council Policy on Asset Transfers?	Yes	
	Have you read the Guidance for completing the application?	Yes	
	Have you read the Scottish Government Guidance for Community Transfer Bodies?	Yes	
	Are you able to prepare public briefing material on your proposal and present at committee	Yes	

Signing Off

	Please get the following to sign-off your application*:	
		Signature
	Chairperson of your organisation	
	NAME:	
	DATE:	
	Senior Director/Committee Member	
	NAME/POSITION:	
	DATE:	
	Name of person submitting the application:	
	NAME/POSITION:	
	DATE:	

* Signatories in signing the above assess that the information contained within the application form is accurate at the time of submission. In addition, should their request be successful, conditions of transfer will be the subject of separate legal agreement(s) with the Council.