



Community Empowerment (Scotland) Act 2015

Community Asset Transfer Request Form

IMPORTANT NOTES:

This form is for use by an Organisation wishing to request transfer of an asset from Glasgow City Council.

You should read the [asset transfer guidance for community transfer bodies](#) provided under the Community Empowerment (Scotland) Act 2015 before making your request. This form includes page numbers of parts of the Guidance that will help you to complete the form. We also provide additional information on our website.

When completed this form and accompanying documents (see checklist at end of this form) should be sent to:

communityassettransfer@glasgow.gov.uk

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

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Section 1 Organisation Information

Please provide details of the Organisation making the request		
1.1 Name of Organisation:	Hillwood Community Trust	
1.2 Address of Organisation (this should be the registered address, if you have one):	[REDACTED]	
1.3 Contact Name:	[REDACTED]	
1.4 Position in Organisation:	[REDACTED]	
1.5 Correspondence address:	[REDACTED]	
1.6 Postcode:	[REDACTED]	
1.7 Telephone Number:	[REDACTED]	
1.8 E-mail address: Do you agree that correspondence in relation to this asset transfer request may be sent by email to the email address given above?	[REDACTED] Yes x No <input type="checkbox"/>	
1.9 Website Address (if applicable):	[REDACTED]	
1.10 Please provide the date that the Organisation formed:	[REDACTED]	
1.11 Please indicate what type of Organisation you are, along with the official number (if applicable): (see pages 11-15 of Guidance)	Company Limited by Guarantee and its company number is: SC231799	x
	Scottish Charitable Incorporated Organisation (SCIO) and its charity number is:	
	Community Benefit Society (BenCom) and its registered number is:	
	Voluntary or Unincorporated Organisation (no number)	
	Other Please specify: Charity SC033136	x
1.12 Please indicate what type of Community Transfer Body you are	Community Controlled Body (see pages 11-14 of Guidance)	x
	Your Organisation is individually designated as	

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(see pages 11-15 of Guidance) Please tick only one	a community transfer body by Scottish Ministers? (see pages 14-15 of Guidance) If yes, please give the title and date of the designation order:	
	Your Organisation falls within a class of bodies which has been designated as community transfer bodies by Scottish Ministers? (see pages 14-15 of Guidance) If yes, what class of bodies does it fall within?	

Please **attach** a copy of the Organisation's constitution, articles of association or registered rules.

Section 2 Asset Information

2.1 Please provide the Name (if it has one), Address and Postcode of the asset.	2 Presthill Road, Glasgow, G53 6PZ
2.2 Please provide the name of the Landlord or Owner of the asset	Glasgow City Council
2.3 Is the asset a Building or Land or both?	Land
2.4 Please provide the UPRN (Unique Property Reference Number) if known (This may be given in the authority's register of land)	

Please **attach** a location plan of the asset, if available.

Section 3 Type of request, payment and conditions

3.1 Please indicate what type of request is being made: See Community Empowerment (Scotland) Act 2015 for relevant sections (also see pages 29-30 of Guidance)	For ownership (under section 79(2)(a)) – go to section 3.2A below	x
	For lease (under section 79(2)(b)(i)) – go to section 3.2B below	
	For other rights (section 79(2)(b)(ii)) – go to section 3.2C below	

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<p>3.2A – Request for ownership: What price are you prepared to pay for the land and/or building requested? (see parts 11 and 12 of Guidance)</p> <p>(Please attach a note setting out any other terms and conditions you wish to apply to the request)</p>	<p>Proposed price: £ nominal price if possible</p>
<p>3.2B – Request for lease: What is the length of lease you are requesting?</p> <p>How much rent are you prepared to pay? Please make clear what period this would cover, for example per week, per month, per year. (see parts 11 and 12 of Guidance)</p> <p>(Please attach a note setting out any other terms and conditions you wish to apply to the request)</p>	<p>Proposed price: £</p>
<p>3.2C – Request for other rights: What are the rights you are requesting?</p> <p>Do you propose to make any payment for these rights?</p> <p>If yes, how much are you prepared to pay? Please make clear what period this would cover, for example per week, per month, per year.</p> <p>(Please attach a note setting out any other terms and conditions you wish to apply to the request)</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Proposed price: £</p>

Section 4 Community Proposal

4.1 Please set out the reasons for making the request and how the land and/or building will be used. (see pages 30-33 of [Guidance](#))

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

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Hillwood Community Trust (The Trust) (formerly known as Hillwood Social and Recreational Community Trust) was formed in 2002 with the remit to examine the feasibility of developing a new multi-purpose community sports facility within the Greater Pollok area of Glasgow. The facility would be located in the Priesthill area of Pollok, and would be utilised by Hillwood Football Club, other local football clubs, local schools and community groups within the area. Incorporated as a limited company [SC231799], the Trust is also registered with the Office of the Scottish Charity Regulator as a Charity [SC033136] in Scotland.

Despite some initial difficulties due to changes in the funding environment, the Trust has successfully developed a modern football facility at the site of the former Muirshiel Park in the Priesthill area of Greater Pollok. The project has been progressed on a phased basis and has included:

Phase 1

Phase 1 involved the acquisition of the site from Glasgow City Council. A 25 year was agreed by Glasgow City Council in 2015 at an annual rental of £1,750pa.

Phase 2

Phase 2 has involved the construction of a new football facility at the site. Key elements of the facility include:

- Development of a full size synthetic pitch with fencing and flood lighting.
- Upgrading of the existing full-size grass pitch with fencing.
- Provision of temporary changing facilities.
- Development of car parking facilities.

Phase 2 was completed in September 2017 at a total cost of £671,366. Funding for the project was secured through a variety of sources including the Barratt Trust, Glasgow City Council, Landfill Trust, and Scottish Football Partnership.

Since it was established, the facility has been well used by the local community including extensive use by Hillwood Football Club who operate as the anchor organisation for the facility and support the delivery of range of football development activity. Other users include local football teams and local schools. Work has also been progressed with Police Scotland who use the facility to deliver a range of diversionary activity in the evenings at weekend.

The Trust is now seeking to expand the facilities available to create a “*Community Sports*

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Hub” that will provide permanent and accessible changing facilities, and accommodation that will support the expansion of the range of community sports, leisure, and recreational activities that can be delivered from the site. The anticipated cost of this stage of the project is estimated at £703,000.

In taking forward this stage of the project, the Trust is seeking support for the full acquisition of the site. The proposal to acquire the site will assist the organisation protect the long term investment that has been made into the project as part of community led community sports programme in the area.

4.2 Please set out the benefits that you consider will arise if the request is agreed to. (see pages 30-33, 41-43 of [Guidance](#))

(This should explain how the project will benefit your community, and others.)

The Trust is committed to improving the sporting, leisure, and recreational opportunities for the local community through the development of a new community sports hub. The facility will act as a central resource for the community and provide an opportunity for participation across a range of sport, leisure, and recreational activity.

As part of this commitment, the Trust is looking to construct a new Pavilion comprising of accessible changing facilities, referee-changing facilities and catering facilities. The new facility will also provide a multi-purpose space that can be used for a range of leisure and recreational activity. The complex will also comprise of one eleven a-side synthetic pitch, and one grass eleven a-side pitch.

DEVELOPMENT APPROACH

In terms of the development approach, the project has been designed to deliver a range of sport, leisure and recreational activity. Key aspects of this work will include:

Football Development

Football development activity will continue to be one of the main areas of activity delivered from the facility. Hillwood Football Club will act as the “Anchor Club” within the facility and will use the new facility for training and matches. Hillwood Football Club have put in place a detailed Football Development Plan that outlines how the football activity will be developed. This will include:

- *Football Development Pathway* – A structured football development pathway has been established that supports young people to become involved in football and access coaching and support progression. Hillwood Football Club currently have over 300 young people involved aged between 4 – 21 years. They also have over 40 accredited coaches

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and run 13 football teams competing at various competitive levels.

- *SFA Quality Mark* - Hillwood Football Club is currently recognised with the Scottish Football Association under its Community Club Quality Mark Accreditation. The Club has achieved the Silver Quality Mark and is working towards Gold Accreditation. This will involve working closely with the SFA Club Development Officer to increase participation in football and working to achieve high standards through the development of our players, coaches and volunteers.
- *Equality and Diversity* - Over the last 14 months we have built a partnership with St Angela's Participation Centre. The main aim of this is: Supporting Community Diversity through Sport (and other activities).

Hillwood Football Club provides volunteer time and coaching experience on a weekly basis. It is anticipated that that over the next three years we will build on this work and expand our work in supporting the promotion of equality and diversity in football.

- *Mini Kickers* - A key area of expansion will be the development of a Mini Kickers Programme. This will seek to build on the summer programme previously operated by the Club and will focus on children aged 3 to 7 years of age. The aim would be to attract around 50 participants per week.
- *Holiday Programme* - Over the last few years, Hillwood Football Club has successfully delivered a holiday football programme. This programme involves utilising the existing coaches to deliver football development sessions for young people during the summer holiday period. The availability of dedicated facility will allow us to expand this programme. This will include increasing the number of participants and extending the age ranges and also expanding the programme to cover the Easter and Autumn School Holiday periods. It is anticipated that around 100 young people will benefit from this programme.
- *Girls Football* - Over the last year, the club has established a new girls football team and has attracted over 48 members to become involved. It is hoped that the girls team will be playing competitive football by the start of the new season 2020/21.
- *Walking Football* – Work is being progressed by Hillwood Football Club to establish a walking football team for competition within the walking football league. Initial discussion have been held around the introduction of walking football and links made with the walking football league. It is hoped to be able to establish this programme by the spring of 2020. *Access to Football Facilities*

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A key part of the proposed Community Sports Hub will be to provide access to quality football facilities for other local teams. The new facility will include fully accessible changing rooms and accommodation for match officials.

The current facilities are well used by other local teams with scope to increase this further with the introduction of the new Pavilion.

Leisure and Recreational Activity

The new Community Sports Hub will include accommodation that can be used for a wide range of leisure and recreational activity. A multi-purpose space will be available along with a kitchen/café area. The range of activity that will be delivered will include:

- *Leisure Classes* – Introduction of range of leisure classes including fitness classes; zumba classes; yoga; etc.
- *Recreational Activity* – including a range of targeted programmes for older people; young mothers; etc. This work will be progressed in partnership with local agencies and provide opportunities for participation aimed at reducing loneliness and isolation.
- *Meeting Room Space* – Facilities will be available for local organisation to hold meetings and evenings.

Schools Programme

Good links have been established with the local schools in the area. In particular this has included working closely with St Paul's who use the facility for football training; matches and competitions. Work has also been undertaken with some of the other schools in the area to utilise the facility.

The opportunity exists to expand this work and deliver additional support and activity in the area. The catchment area of the new facility is covers 16 Primary and Secondary Schools.

A programme of initial discussions have been held with local schools in the area with a view to developing a schools programme as part of the facility. The primary focus of activity will be to target activity towards those schools that are in close proximity to the project including: St Bernards Primary; Cleeves Primary; Gowanbank Primary; St Angelas Primary; St Pau's High School; and Ross Hall Academy.

Diversionsary Programme

Close working relationships have been established with Police Scotland on the provision

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of a diversionary programme targeted towards young people in the area. This includes the provision of football sessions for young people on weekend evenings.

The opportunity exists to build this activity further and use the new Pavilion multi- purpose space to deliver a wider range of activity that just football and be able to support a greater number of young people.

Employability Programme

The Greater Pollok area continues to be an area of high unemployment and worklessness. As part of the Trust's commitment to the community, it is proposed that a new football and employability programme will be developed. This will target unemployed young people and deliver a range of activity to support them to progress towards employment, training or education.

Given the specialist nature of this work, it is envisaged that this activity will be developed in partnership with an established agency who have experience in the delivery of football employability programme.

ANTICIPATED OUTCOMES

The overarching benefits which are expected to flow from the completed development can be summarised:

- Economic benefit to the area;
- Improvement in health and wellbeing;
- Increased social inclusion;
- Improvement in personal confidence levels;
- Increase in the number of people ready to enter the labour market;
- Reduction in the incidence of youth crime and anti-social behaviour;
- Strengthening of the local community and promoting community cohesion;
- Reducing loneliness and isolation;
- Raising awareness of the health benefits of football based activities and other forms of sport and physical recreation by offering access to local community based facilities.
- Promoting a physically active lifestyle through long-term take up of local opportunities thereby improving the health and well-being of socially excluded residents.

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4.3 If there are any restrictions on the use or development of the land and/or building, please explain how your project will comply with these. (see pages 44-45 of [Guidance](#))

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

The only restrictions placed upon the site are set out in the current lease from Glasgow City Council and the Planning Consent. These restrictions relate to the use of the site ie for the purpose of providing a football and sports facility and in relation to operation of the facility ie hours of use.

There is also a requirement placed on the Trust to maintain the site in terms of grass cutting etc.

4.4 What negative consequences (if any) may occur if your request is agreed to? How would you propose to minimise these? (see page 45 of [Guidance](#))

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

It is not anticipated that there will be any negative impact on the local area arising from the proposed request for the asset transfer. The Trust is fully committed towards the development of the site for community benefit and has a track record of successfully developing and managing the current facility. It is anticipated the development of the site will enhance the environment, contribute to the local economy, and provide considerable benefit to local people.

4.5 Please show how your organisation will be able to manage the asset and achieve your objectives. (see pages 32-33 of [Guidance](#))

(This could include the skills and experience of members of your organisation, any track record of previous projects, whether you intend to use professional advisors, etc.)

The asset will be managed by Hillwood Community Trust. The Trust was incorporated as a Company Limited by Guarantee [SC231799], in May 2002 and is registered with the Office of the Scottish Charity Regulator as a registered charity [SC033136] in Scotland. The Trust was formerly known as Hillwood Social and Recreational Community Trust and operated as a partnership company with representation from a range of local organisations and agencies.

Following a review of the governance arrangements in 2019, and as part of the commitment to ensure effective community involvement in the work, the Trust amended

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the membership criteria of the organisation. Membership of the Trust is now open to:

- Individuals aged 16 or over who are members of the Community, or who have an interest in the work of the organisation (“**Ordinary Members**”); and
- Individuals aged between 12 and 15 who are members of the Community (“**Junior Members**”) (such Members not being eligible to serve as Directors).

At the same time as adjusting the membership arrangements, the organisation also changed its name to Hillwood Community Trust. The change of name and adjustments to the membership criteria were approved by OSCR in September 2019. The Trust currently has 170 Ordinary Members and 50 Junior Members.

MANAGEMENT & OPERATIONAL ARRANGEMENTS

The Board of Trustees are responsible for the overall governance and strategic management of the organisation including the development of the asset. The Trust currently has 7 Trustees who meet on a regular basis to oversee all aspects of the organisation.

Financial management is undertaken by the Treasurer with support through a part time Accountant who maintains all the financial records, produces management accounts, deals with HMRC, Annual Returns, etc.

Day to day operation of the current facility is undertaken by a team of volunteers drawn from the Board of Trustees and the local community. This includes caretaking duties; managing bookings; pitch maintenance and grass cutting; cleaning; linking with local organisations and agencies and undertaking work to develop the facility, etc.

In terms of the future development of the facility, the aim is to secure funding to allow the Trust to appoint a Development Manager. The Barratt Trust has indicated that they are willing to consider an application for funding to support the costs associated with a Development Manager Post. This position will initially be for three years and this will be used to develop the facility and focus on the long-term sustainability of the new Community Hub.

POLICIES & PROCEDURES

The Trust has appropriate policies, processes, procedures and systems covering all aspects of the work of organisation. This includes:

- An Operations Manual which covers all aspects of the management of the facility;

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- A HR [Human Relations] system including a Staff Handbook, leave procedures, Employment Contracts for all staff;
- A Customer Care policy including a process for feedback from community users and a process for handling any complaints;
- A Marketing Plan for effectively communicating the benefits of the complex within the Greater Pollok community and local schools;
- A system for properly recording the usage of the various facilities;
- A monthly Management Report format that capture key performance information including the usage of the various facilities, income and expenditure, etc;
- An equipment maintenance programme.

The policies and procedures of The Trust are kept under regular review and updated to ensure that they comply with current regulations.

MONITORING AND EVALUATION

The Trust also has in place a robust monitoring and evaluation system so that targets and outcomes can be measured over time.

Quarterly Reporting

Monitoring information is retained and measures actual outcomes against the targets and report to the Board of Directors every three months. This includes a brief commentary on facility activities and outcomes during the quarter reported.

Financial Reporting

At the beginning of each year, and in conjunction with the formal annual budgeting process for The Trust, a financial budget is prepared for the facility. This is considered by the Board of Directors and is used as the basis for monitoring financial performance. Management accounts are prepared on a quarterly basis and are considered by the Board.

The annual accounts are subject to a statutory audit by the organisations auditors and will be made available to the funding partners for consideration.

Annual Reporting

Every year a detailed Annual Report is prepared for the facility that sets out the principal

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activities, the achievement of the outcomes against targets, the financial results for the previous year and an operating plan for the ensuing year. The annual report is presented to the Board of Directors, Members, and Funding Partners for consideration.

4.6 Please provide details of any partnership working arrangements in place with other organisations.

(Please include both current arrangements and proposed partner relationships and how these will impact on the service.)

The Trust is committed to the principles of joint working and has a strong track record of working in partnership with other agencies and voluntary organisations in Greater Pollok. It is envisaged that the development of the new facility will provide an opportunity to extend the joint working arrangements through a range of initiatives.

In particular, discussion have been held with Glasgow City Council and work is being progressed to establish the facility as part of a network of Community Sports hubs in the Greater Pollok area. This will include sharing information of activities being delivered; exploring opportunities for joint working; and maximising the collective resources of all of the facilities in the area for the benefit of the local community.

In terms of current joint working arrangements, the Trust has developed good relationships with a range of partner bodies as follows:

- *Local Schools* - Good links have been established with local schools in the area. This has included use of the facility by local schools for football and other sport activity.
- *Police Scotland* - Good links have been established with Police Scotland. This has included the delivery of diversionary activity at the weekend for young people. This programme has been operating over the last 18 months and has been extremely positive.
- *Football Clubs* - The facility is open to local football clubs for both training and match facilities. The pitches have been well used by a range of local teams. This includes Hillwood Football Club who operate as the anchor organisation and who make extensive use of the facility.
- *Rosehill Housing Co-operative* - The Trust will work closely with Rosehill Housing Co-operative who have been extremely supportive of the work of the organisation. This includes the provision of meeting space; distribution of marketing information to local people; and providing small scale funding support for local initiatives.
- *Glasgow City Council/Glasgow Life* - Good links established with Glasgow City Council and Glasgow Life. Key focus of activity includes the development of a network of Community Sport Hubs in Greater Pollok and accessing support of the Football Development Staff and other support staff.

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- *Scottish Football Association* - Good links have been established with the SFA around the football development programme. This includes provision of support to Hillwood Football Club on the development of the football pathway and quality mark; providing support for the development of girls football at the facility; and providing training and support for the football coaches.
- *Scottish Football Partnership* - Good links developed with the Scottish Football Partnership. This has included the provision of temporary changing facilities; funding support; and guidance to the project.

Section 5 Support

5.1 Please provide details of the level and nature of support for the request from your community and, if relevant, from others. (see pages 33-34 of [Guidance](#))

(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.)

A range of consultation has been undertaken regarding the proposed asset transfer and development of the site. This has included:

- *Members* – Consultation has been undertaken with the members of the Trust who fully support the proposal.
- *Other community organisations* – Consultation has been undertaken with other community organisations in the area and support obtained.
- *Neighbours* – As part of the planning process we have consulted with our neighbours and no objections were received.
- *Glasgow City Council/Glasgow Life* – Full discussion has been held with Glasgow City Council and Glasgow Life who fully support the proposal.
- *Partner agencies* – Consultation has been held with the partner agencies outlined in the previous section who are fully supportive of the proposal.

Section 6 Financial Information

6.1 Please outline how you propose to fund the price or rent you are prepared to pay for the land and/or building, and your proposed use of the asset. (see page 33 of [Guidance](#))

(You should show your calculations of the costs associated with the transfer of the land and/or building and your future use of it, including any redevelopment, ongoing maintenance, running costs 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.)

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The total costs for the project have been estimated at £708,600. These are based on a detailed cost plan have been prepared by [REDACTED]. A copy of the cost plan is attached as an appendix. The costs for the project exclude VAT. The Trust is currently registered for VAT with HMRC and is able to recover the VAT on the capital costs.

CAPITAL BUDGET

Item	Cost	Cost per sq/m
Building Costs	£382,900	£1,413/sq/m
External Works	£145,700	£538/sq/m
Preliminaries	£65,000	£240/sq/m
Contingencies	£35,000	£129/sq/m
Equipment furniture and fittings	£20,000	
Professional Fees	£50,000	
Scottish Water Infrastructure Charges	£5,000	
Planning and Building Warrant Fees	£5,000	
Total	£708,600	

FUNDING STRATEGY

The funding strategy for the project is as follows:

Funder	Amount	Status
Barratt Community Trust	£250,000	Confirmed
Sportscotland	£100,000	Application submitted
Robertson Trust	£100,000	Application to be submitted to Robertson Trust in August once they have completed their funding review.
Glasgow City Council	£50,000	Initial discussion held around funding support. The Council have indicated that they are will support an application for upto £50,000. We have asked them to

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		consider whether any other additional funding could be provided.
Bank of Scotland	£50,000	The Bank of Scotland have launched a funding programme for capital projects. We are in the process of submitting an application.
Clothworkers Foundation	£50,000	We received funding of £17,500 in 2018/2019 towards the cost of erecting a fence for the grass pitch. We have had further discussion around additional funding for the Pavilion. They have indicated that they would welcome an application for upto £50,000. The application has to be submitted in November 2020.

Scottish Football Partnership	£10,000	Initial discussion held with the Scottish Football Partnership who have indicated that they would be willing to support an application for £10,000.
Other Charitable Trusts and Foundations	£98,600	We are currently exploring other charitable trusts and foundations. This may include possible grant and loan funding.

In terms of the acquisition of the site, the Trust is seeking the support of Glasgow City Council for the transfer of the asset at a nominal price due the level of investment and community benefits that will be delivered by the project.

6.2 Please provide a copy of your most recent accounts / income & expenditure	Yes x No <input type="checkbox"/>
6.3 ONLY for organisations formed within the last twelve months unable to submit accounts:	
6.3a When was the organisation formed?	
6.3b What is your projected annual income for 2019/20?	£
6.3c What is your projected annual expenditure for 2019/20?	£

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6.4 Does the organisation hold a bank account? If so please provide full details (name of Bank, address, sort code, account number etc.)

Bank Name:

██████████

Bank Address:

████████████████████████████████████████

Sort code:

████████

Account Number:

██████████

6.5 Is your organisation currently in receipt of funding from any public body, Glasgow City Council, Big Lottery Fund or similar organisations? If so, please list these here with the amounts awarded and dates.

Funder	Amount of award	Period of award

6.6 How do you plan to finance any development or refurbishment costs, ongoing repair, caretaking, cleaning, maintenance, insurance, rates and other running costs? Please include details of any funding applications you have made, or intend to make.

In terms of the ongoing maintenance and development of the project, the Trust has been operating the current range of facilities since they were completed in 2017. Income is generated from fee for the use of the pitches. Financial projections have been prepared for the facility with the addition of a new pavilion. Operating Budgets for the project covering the period to May 2020 and through to May 2023 have been prepared for the project. An

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outline of the financial position is as follows:

	Yr to May 2020	Yr to May 2021	Yr to May 2022	Yr to May 2023
Income	£39,177	£78,477	£88,673	£98,822
Expenditure	£36,634	£58,475	£63,017	£65,695
Surplus/Deficit	£2,543	£20,002	£25,656	£33,127

Notes and Assumptions

- Financial projections for period to May 2021 based on current financial position.
- Projections for Year 2 to Year 4 includes grant from Barratt Trust for Development Manager Post.
- Staff costs have been included from June 2020 based on £35,000 pa. NI and Pension calculated at 13%. The staff costs also include 3% annual increase.
- Hall let income from completed Pavilion included from September 2021.
- Projections excludes provision for depreciation.
- Additional costs for energy; insurance; cleaning etc included for completed Pavilion.
- Projected surplus to be allocated to pitch replacement and building reserves.

In terms of the Barratt Community Trust, we have been invited to submit an application for revenue funding to cover the costs of a Development Manager to assist with the running and development of the facility.

6.7 Please outline any contingency plans that you have in place.

All aspects of the project are kept under regular review to ensure that financial and performance targets are being met. The Board meets every three months to review progress and agree any actions required.

Please **attach** a copy of your business plan, if available.

Section 7 Risk/Social Impact

7.1 Please outline whether any other organisation/business in your area will be affected by your proposals, how you will monitor the benefits of the asset transfer and what barriers or

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challenges to your project succeeding you have identified.

It is not anticipated that any other organisation or business in our area will be affected by our proposal. The Trust is the only body in the area operating this form of facility in the locality and we are working with other community sports hubs in the wider area of Greater Pollok to ensure that we are able to deliver a co-ordinated programme of activity that does not duplicate with other organisations and agencies.

In terms of monitoring the benefits of the asset transfer, this will be progressed through a robust monitoring and evaluation framework as set out in section 4.5 of the application.

In relation to barriers and challenges, it is recognised that the major challenge will be raising the capital funds for the project. However, having already secured £250,000 from the Barratt Community Trust, and based on our track record at fundraising, we are confident that we will be able to secure the funding in due course.

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Section 8 Declaration

DECLARATION	
I confirm that the information set out in this Form, any appendices and any enclosed accompanying documents are correct.	
I confirm that if there are any significant changes to the application or the project/initiative, Glasgow City Council will be informed immediately.	
I confirm that the organisation will comply with any monitoring and evaluation requirements as required by Glasgow City Council.	
Where the Organisation provides any personal data (as defined in the Data Protection Act 1998) to the Council in connection with this, the Council will use that personal data for such purposes as outlined here. It may share that personal data with other regulators (including the Council's and Organisation's external auditors, HMRC and law enforcement agencies) as well as with the Council's Elected Members. The personal data may be checked with other Council Services for accuracy, to prevent or detect fraud or maximise the Council's revenues. It may be shared with other public bodies for the same purposes. The Organisation undertakes to ensure that all persons whose personal data are (or are to be) disclosed to the Council are duly notified of this fact.	
Where the Organisation processes (or will process) personal data (as defined in the Data Protection Act 1998), it hereby confirms that it has (or will acquire) a valid Notification with the Information Commissioner covering its processing of personal data, including in that Notification the disclosure of personal data to the Council. This requirement shall not apply if the Organisation is, by virtue of the Data Protection (Notification and Notification Fees) Regulations 2000 as amended, exempt from the requirement to notify.	
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.	
1st office-bearer	
Name:	████████████████████
Address:	████████████████████████████████████████
Date:	███ ████████
Position:	████████████████
Signature:	

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2nd office-bearer	
Name:	██████████
Address:	████████████████████████████████████████
Date:	███ ████████
Position:	██████████
Signature:	

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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: Hillwood Community Trust Articles of Association

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

Documents attached: Site Map of Land

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: Impact Report

Section 5 – evidence of community support

Documents attached: Letter of Support

Section 6 – financial information and business plan

Documents attached: Business Plan

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