

**DUNDEE CITY COUNCIL**

**COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015**

**ASSET TRANSFER REQUEST FORM**

**IMPORTANT NOTES:**

You are strongly advised to contact us, complete a pre application form and discuss your proposals before making an asset transfer request.  
([nicky.maccrimmon@dundee.gov.uk](mailto:nicky.maccrimmon@dundee.gov.uk))

Please complete the attached asset transfer request form if the property/land is owned/leased/managed by Dundee City Council

You should read the asset transfer guidance provided by the Scottish Government before making a request.  
(<http://www.gov.scot/Topics/People/engage/AssetTransfer>)  
Please also see Dundee City Council guidance documents.

When completed, this form must be sent to Dundee City Council Community Partnership Manager, Mitchell Street Centre, Mitchell Street, Dundee DD2 2LJ  
E-mail: [asset.transfer@dundee.gov.uk](mailto:asset.transfer@dundee.gov.uk)

This is an asset transfer request made under Part 5 of the Community Empowerment (Scotland) Act 2015 in relation to property owned, leased, or managed by Dundee City Council. Please refer to Guidance document.

(1) This is not an asset transfer request made under Part 5 of the Community Empowerment (Scotland) Act 2015 in relation to property owned, leased, or managed by Dundee City Council. Please refer to Guidance document.

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

1.1 Name of the CTB making the asset transfer request (Name your organisation)

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|--|
| <p>Mid-Lin Day Care Limited</p> <p>59 Pitkerro Drive, Dundee</p> <p>Postcode:DD4 8AT</p> |
|--|

1.2 Contact details. Please provide the name and contact address to which correspondence in relation to this asset transfer request should be sent.

|  |
|--|
| <p>Contact name: Joyce McIntosh</p> <p>Postal address:59 Pitkerro Drive, Dundee</p> <p>Postcode:DD4 8AT</p> <p>E-mail: manager@mid-lin.co.uk</p> <p>Telephone:</p> |
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We agree that correspondence in relation to this asset transfer request may be sent by e-mail to the e-mail address given above. (Please tick to indicate agreement).

You can ask the relevant authority to stop sending correspondence by e-mail, or change the e-mail address, by telling them at any time, as long as 5 working days' notice is given.

1.3 Please describe the structure of your organisation and its official number if it has one.

|  |   |     |
|--|---|-----|
|  | Company (with no fewer than 20 members), and its company number is SC247536.  | YES |
|  | Scottish Charitable Incorporated Organisation (SCIO) (with no fewer than 20 members), and its charity number is SC034269. | N/A |
|  | Community Benefit Society (BenCom) (with no fewer than 20 members), and its registered number is .....                    | N/A |

Please give the title and date of the designation order:

1.4 Does the organisation fall within a class of bodies which has been designated as community transfer bodies by the Scottish Ministers (i.e. those listed at 1.4 above)?

No

Yes

If yes what class of bodies does it fall within?

## Section 2: Information about the land and rights requests

2.1. Please identify the **land/property** to which this asset transfer request relates.

You should provide a street address or grid reference and any name by which the land or building is known. If you have identified the land on the relevant authority's register of land, please enter the details listed there.

It may be helpful to provide one or more maps or drawings to show the boundaries of the land requested. If you are requesting part of a piece of land, you must attach a map and full description of the boundaries of the area to which your request relates. If you are requesting part of a building, please make clear what area you require, a drawing may be helpful.

Details of Property: Land and Building at present location. Aerial maps and drawings attached.

Address: 59 Pitkerro Drive, Dundee

Postcode: DD4 8AT

Community Area: Linlathen

2.2 Please provide the **UPRN (Unique Property Reference Number)**, if known.

This should be given in the relevant authority's register of land.

UPRN:9059018911

### Section 3: Type of Request, payment, and conditions

3.1 Please tick what type of request is being made:

For ownership (under section 79(2)(a)) – go to Section 3A.

For lease (under Section 79(2)(b)(i)) – go to Section 3B.

For other rights (Section 79(2)(b)(ii)) – go to Section 3C.

#### 3A – Request for Ownership

What price are you prepared to pay for the land requested?

Proposed Price: £ Nominal.

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

#### 3B – Request for Lease

What is the length of lease you are requesting?

N/A

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

Proposed rent: £                      per

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

### 3C – Request for other rights

What are the rights you are requesting?

To demolish the existing building and erect a new building that is fit for purpose.

Do you propose to make any payment for these rights?

Yes

No

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

Proposed Payment: £ Nominal per N/A

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

## Section 4: Community Proposal

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

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

### 4.1.1 Objectives of Project.

Mid-Lin Day Care Centre are running a needed service in a building that is not fit for purpose or economically to maintain.

- Project is to expand the services that we offer to meet growing demand
- offer more facilities to the wider residents in the community
- all of this requires :-

To demolish the existing building and erect a new building which would be fit for purpose. This would require the Council to sell the existing building and the land which it currently owns. The building and land in question are shown on the maps and plans attached.

The original application gained full community support and a great deal of consultation locally was carried out via local resident's associations and community officers at the time, as well as wider consultation with the Dundee Community Council and final presentation to Dundee City Council and the Economic Development Department. We have carried out further consultations and these have been positive. In addition to meetings with our Architect and Legal Advisor we have been continually in dialogue with Alan Gunn, CLD Communities Officer (East End Ward) who is in full support of our objectives.

We have approached representatives from Zero Waste Scotland, The Scottish Land Fund and other industry leaders in the area of renewable building materials and building methods. Who have given us advice which we have already acted upon and they are fully supportive of our aims.

It is proposed that Mid-Lin Day Care Limited take the lead in where, the new Care Centre would be built with recycled building materials and that it would be fuelled by renewable energy. The new building and the land it occupies would further enhance opportunities and greatly improve services in an area of deprivation and act as a catalyst to regenerate the area.

We are drawing in several other Trusts and Funding Charities to assist us in this initiative and have already been promised financial assistance. It is also anticipated that major private sector companies will provide in kind support in the building of the new Centre and associated costs.

It is essential that a new fit for purpose Day Care Centre is made available to the wider

Community and those at Mid-Lin have the appetite and professionalism to deliver that. The local Community are fully behind the project and a survey of the local residents, businesses and schools endorse this. (Survey's attached)

In 2003 Mid-Lin Day Care Centre obtained the lease of the existing building known as Rowans Resource Centre at Glenconnor Drive, Dundee, DD4 8AT. The Missives of Let (attached) commenced on 27<sup>th</sup> October 2003 until 26<sup>th</sup> October 2013. After that date from year to year unless terminated by notice of 40 days. However, the Landlord or Tenant shall each be entitled to terminate on the 26<sup>th</sup> of October 2006 and on each succeeding third year by giving 6 months' notice.

#### 4.1.2 Why there is a need for your Project?

It has been recognised that the existing building is no longer economically viable and it is cost prohibitive to redevelop the existing building which does not belong to Mid-Lin Day Care Ltd. The building needs to meet new building standards / for disability access which is critical for the services we offer and the expanding demand for our services.

Putting it plainly the existing Centre is no longer fit for purpose. The building has recently installed a new boiler costing circa £7000 but the rest of the heating system requires renewing and the internal lay out of the amenities are not compatible to fully allow freedom of movement for persons with disabilities. The Project will be able to offer much more to the vulnerable and disadvantaged users and in turn will benefit the local Community.

In Dundee, there are an increasing number of over 60s in the population, with expectations that this will double in the coming years. Due to having been an area of significant multiple deprivations for a number of years, there is a higher proportion of the health inequalities faced by people who live longer including a larger instance of people affected by dementia and stroke. These kinds of conditions lead to an increased care need. Additionally, there is well documented evidence that older people are disproportionately affected by social isolation and loneliness. Social policy drivers place an emphasis on reducing health inequalities, promoting better mental health and emotional wellbeing and on people remaining at home for as long as possible. This means that services that Mid-Lin provides, are vital not only to individual emotional wellbeing, but the wider wellbeing by supporting carers and support networks of people affected by these conditions.

Furthermore, Mid-Lin has always offered opportunities for work experience through both formal programmes and informal opportunities such a volunteering. This offers valuable opportunities for people to develop skills and transition into the workplace. Again with increasing needs across the social care sector, these opportunities are vital to enhancing employability among people who are unemployed. With 25% of Dundee households affected by worklessness the opportunities offered for employment and gaining employable skills are vital to the wider community.

The current building is limited by outdated facilities and inefficient heating systems. While we have a bathroom, it is not suitable for people who require hoists, and this limits our service provision. By building a new efficient and up to date building with modern facilities, it is anticipated that our services can meet a wider range of needs and that the building would be better equipped to serve a larger proportion of the community.

We also see opportunities for the wider community and groups to use the facilities for diverse activities.

#### 4.1.3 Development/changes/modifications required.

To erect a new fit for purpose Day Care Centre will require a two storey building and state of the art facilities in order to add value to the Community.

This will give us an !00% increase in floor space to expand the Day Centre service from 30 to 50 users per day.

Also additional open access meeting rooms that can be offered to the local community/charity groups to widen the services

It will be equipped with Disability Toilets, Shower Rooms, Treatment Rooms, Sensory/Reminiscence therapy Room, wheelchairs, handrails on corridors. Specially designed tables and chairs.

A new source of energy is to be used to follow government renewable energy policies and we have already carried out research on the options to best suited for our needs.

#### 4.1.4 Activities that will take place.

Mid-Lin Day Care Ltd is a small independent charity whose work focuses on promoting the emotional wellbeing of adults and older people in Dundee and the surrounding areas by reducing the negative impact of social isolation and loneliness. In 2021, we will have been providing services to adults and older people for 30 years having begun a small lunch club in 1991.

Since 2003, we have provided an adult day service which focuses on bringing people together promoting social inclusion through a holistic, relationship-based approach to our work. Our day service provides transport to and from the centre, to prevent lack of transport being a barrier to accessing the service.

In the Centre, we provide a warm, friendly atmosphere with activities that focus on social interaction and building peer relationships alongside a home-made, three course nutritious lunch. In addition to providing support to the individual, attendance at the Day Centre provides a wider support to their families often giving carers the opportunity for short periods of respite while their loved one attends the Centre. In this way, our services are vital to both the individual and the wider family. During much of 2020, our day services were closed due to the COVID19 pandemic but during 2019, we supported 136 individuals.

The number of places are restricted by the current building facility one example of this is lack of disabled access. We would change this by expanding disability access and easier movement around the new building.

In response to the COVID-19 pandemic, we expanded the nature of our service provision, taking the aims of our day service provision and adapting them to provide services to people at home on a 1:1 basis through our Outreach service.

The Outreach service is a direct response to the significant exacerbation of social isolation and loneliness on older people as an indirect result of the pandemic. Outreach aims to improve people's emotional wellbeing by providing services to individuals in their home and community which focus on interaction and stimulation. The service takes a relationship-based approach to deliver holistic care to individuals and their families. During COVID-19 carers experienced a significant increase to their caring responsibilities with respite services and other care provision often being stopped or shortened because

of the pandemic, Outreach offers carers the opportunity for flexible provision of support to assist carers by offering them a break.

Since beginning in April 2021, Outreach is providing up to 30 hours of support per week to individuals and their families. We propose to increase the support offered by Outreach. This service would definitely grow with the new facility.

Our services are delivered by a small staff team and a dedicated pool of volunteers.

Our main aim is to assist in alleviating social isolation and loneliness and offer a supportive environment and work to offer a wide range of social activities and events - all designed to encourage adults and older people to lead happy, independent lives. This can impact on people's lives by improving confidence, by encouraging interaction and contributing to the making and sustaining of friendships. A nutritious three course meal which is cooked on the premises also assists in meeting the dietary needs of service users who attend.

The Day Service also supports carers to enable them to take a break from the caring role in knowing that their loved one is being supported.

To reiterate we also intend to offer the facilities that can be used by the wider community.

We would expand access to the centre through extended opening hours and provide additional access services - like a community café.

### **What do we offer?**

#### **At present we offer the following:-**

- Day care for adults and older people within the Dundee City Council boundaries and if the new facilities are in demand it is possible that communities in nearby Angus and Perthshire may request access.
- A supportive homely environment which encourages social interaction.
- A three course meal which is cooked on the premises.
- An individualised support plan to ensure that your needs and preferences are supported.
- Trained staff and volunteers.
- A range of social activities which can be adapted to meet your needs.
- Help and support for service users to be part of their wider community.

The Centre is also used as a hub for providing a base for a community Outreach team with administration and training space for charity workers and volunteers

We also offer free transport to the Centre with your own fleet of buses driven by our trained drivers.

- **Monthly Programme**

Mid-Lin offer a wide range of person centred therapeutic activities, which you can participate in. These include:-

- Quizzes and Games • Life Stories and Reminiscence • Arts and Crafts • Baking
- Live Entertainment • Gentle Exercise • Sing-Alongs • Board Games • Dominoes
- Bingo, Films.

If we are successful in our aspirations we will be offering to the wider public in addition to the above facilities a café, sensory garden, use of our meeting/function rooms, treatment/therapy facilities etc. It is intended to have specialised flooring to assist persons with disabilities. We also see an opportunity for groups such as Scouts, Boys/Girls Brigade, Dance Group, Men's Club, Crafts Club, Music Group etc .

Our current services are restricted by the building constraints and a new built for purpose building would remove these and provide the opportunity to expand these activities even more.

4.1.5. Once the new building has been completed, it is anticipated that we would be able to let out rooms in the building at different times including evenings and weekends. We intend to have a sensory room within the building as well as other rooms which may be useful for other community organisations and groups. In addition, we hope to work towards operating a small café from the facility to provide opportunities for the local community to come to the centre. Externally we hope to provide a sensory garden and outdoor space which can also be utilised by other groups and organisations.

At this time, in the current building we can hire out rooms when the centre is not in use and have a room hire agreement, which allows room hire to take place for £15 per hour. It is envisaged that the new Centre would be adapted and used for other community use which would generate revenue as well as bringing modern facilities to the local Community for their use. In terms of opening times, we would be very flexible to allow the general public access to our facilities. Therefore weekends and early mornings and after 5pm would be available.

#### 4.1.6 What provision will be provided for people with disabilities?

In addition to ensuring that the centre is designed to be fully accessible for people with disabilities, it is anticipated that a sensory room will be included in the facility.

Furthermore, since 2018 we have been exploring how Adaptive and Assistive technology can be used to enhance service delivery through projects such as our Talking Mats programme.

It is anticipated that using the latest research in Adaptive and Assistive technologies and their applications to dementia care and supporting other health conditions experienced by people who use our services that we will incorporate these into our new building.

While this is aimed to benefit people directly using the service, the wider impact is that people with disabilities will be able to access and utilise the building and its rooms easily.

In the building itself, we will enhance our customers experience and enjoyment of what we offer in the way of care and wellbeing.

It will be equipped with Disability Toilets, Shower Rooms, Treatment Rooms, Sensory/Reminiscence Therapy Room, Wheelchairs, handrails on corridors and specially designed tables and chairs. A lift which will give full access throughout the building.

## Benefits of the Proposal.

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

This section should explain how the project will benefit your community, and others. Please refer to the guidance on how the relevant authority will consider the benefits of a request.

### 4.2.2. Regeneration

The new building will also allow our service provision to:

- 1) Grow the number of places that can be offered day to day for our services – this would help meet the expected increase in demand due to aging population as identified with local authority statistics
- 2) Offer up more opportunities for employment in the local area as we increase our staff teams to deliver our services on a larger scale. Over the first five years, we anticipate at least 10 new full and part time jobs, in addition to opportunities for work experience and volunteering already on offer.
- 3) Increase the number of disability places that can be offered due to the state of art building design to meet these demanding needs
- 4) Open the building to wider community access for other user groups as identified in the community engagement consultation
- 5) Offer special services for therapy related conditions

It is intended that the new building will be fuelled by Solar Heat Pumps, Solar Panels or a similar product that has zero carbon emissions. In addition, the building itself will be constructed with materials that give maximum installation benefits. (Passivhaus).

Within the local authority the statistical data states that there is an upwardly aging trend in Dundee which is likely to continue over the coming years. In addition to local and national policy drivers which focus on people's ability to stay safely in their own homes for as long as possible which means that services like ours will continue to be an important feature of the adult social care landscape as we provide care in the heart of our communities through the services we offer both in building based adult day care and in community Outreach provision.

### 4.2.3. Public Health

Our volunteers and the facilities we offer benefit Public Health and removes a substantial burden on the local authority. As previously mentioned, there is an upwardly aging trend in our local area as people live longer, and a focus on people being able to remain at home for as local as possible in Local and National policy relating to adults and older people.

Dundee is significantly impacted by multiple deprivations with 36% of the local population living within the 20 most deprived areas of Scotland (Scottish Multiple Deprivations Index 2016). 20% of the local population is over 60, with an expectation that this will more than double in the next 10 years. People living in high multiple deprivation areas often experience higher levels of health inequality, included larger percentages of people affected by mental health difficulties and conditions such as depression.

In Dundee, the rates of conditions such as COPD, dementia, depression, stroke and diabetes are all significantly higher than the national average. Conditions like these lead to an increase in individual care needs, including an increased burden on the local authority to find suitable care provision for individuals affected by these conditions who still live in the

community.

Rising care needs also place an increased strain on family and support networks. There has been an increase in recent years in the number of care hours provided at home for over 65's. In Dundee, approximately 10% of the population provide unpaid care hours, with over 3% of these carers providing more than 50 hours of care each week. The average age of our client base is 70, and over 80% of our clients are affected by at least one of the conditions mentioned above.

Attending our centre, provides opportunities for individual care needs to be met by our organisation, reducing carer strain and alleviating the burden on the local authority through the provision of a suitable care service to support people impacted by health issues.

Summing up we offer services in a critically deprived part of Dundee with an aging population and worsening health problems demand for services are increasing

#### 4.2.4. Social Wellbeing

We specifically care for those who live alone and are vulnerable and therefore social wellbeing is a top priority for the service we offer. It also contributes to relieving the burden on the local authorities who would be obliged to provide a similar experience for our users.

We shall also cater for the wider community because of having a new building and facilities which will be fit for purpose, i.e. using the latest proven designs for equipment and renewable energy.

Social interaction and stimulation can have positive impact on the wellbeing of individuals affected by these conditions, meaning that the services we provide are vital for enhancing people's sense of emotional wellbeing and reducing the impact of these factors on their lives.

Our services provide opportunities for social interaction, peer connection and development of meaningful relationships and in our Day Centre we also ensure that people's nutritional needs are met.

We take a relationship-based approach to practice and strive to uphold the National Care standards in all we do.

Due to either the impact of health conditions, or lack of confidence many of the people who use our services are unable to access public transport and lack the finance to utilise private hire such as taxis, meaning that transport is a vital element of our service provision, without transport many people who use our services would be unable to attend.

In addition to benefitting the individual through attendance at the Centre, it reduces the impact of carer strain by providing respite for them while the needs of their loved ones continue to be met by our services. People we support and their families are treated with dignity and respect and a holistic approach is taken to their care.

There is of course social benefits that can be claimed for what will be a community garden.

#### 4.2.5. Environmental Wellbeing/Environmental Benefits.

Similarly, to the Regeneration statement it is intended that the new building will be fuelled by Solar Heat Pumps or a similar product that has zero carbon emissions.

We will also be looking to landscape the areas out with the new building with pollinator-friendly plants and we are considering a garden area for the local community to benefit from

which will take the form of a sensory garden.

#### 4.2.6. Does your project contribute to the reduction in inequalities? Please detail how.

Our project is essentially designed to achieve this goal. It will allow a larger number of people who experience inequalities to participate in the numerous activities we provide. We are primarily focused on giving care facilities (including meals) to vulnerable people and those who suffer from loneliness. We intend to welcome the wider community to use the facilities and generate an atmosphere of friendliness and be the first choice for people who require our care and of course to come for coffee and a cake!

We will be providing services focused on reducing social isolation and loneliness for older people. Many of these older people are impacted by health conditions such as dementia, stroke and COPD. However, in addition to these benefits to individuals and their wider family, we believe that our work contributes to wider reduction of the impact of inequalities on people's lives.

Our volunteers live can also be impacted by the effects of poverty and multiple deprivations. In Dundee, up to 25% of our household are workless which is the third highest rate of worklessness nationally.

The impact of multiple deprivations on educational attainment can be seen across the lifespan when many people experience persistent worklessness and struggle to find employment opportunities as they lack the skills or education required for roles. The opportunities offered by volunteering or undertaking a work placement with our organisation enable people to gain vital experience, undertake on the job training and demonstrate a wide range of soft skills which can support them to go on to attain employment.

While there are often targeted programmes to support young unemployed people into work, we would like to offer employment opportunities across the age range, allowing us to help people into employment while delivering our services. As an employer, we also seek to provide as many employment opportunities as possible to support people into paid employment.

#### 4.2.7 Any other relevant information?

We are fully supported in this project by the East End Communities.

Mid-Lin has a long history of working in partnership with other organisations. We work closely with our Local Authority and other day care providers in our area, attending regular Day Care forums to work collaboratively across the city. We visit with other Day Care Centres to further enhance opportunities for social interaction for both groups and individuals.

We are members of both our local Social Enterprise Network (Dundee Social Enterprise Network), and our local Voluntary service (Dundee Voluntary and Volunteer Action) and utilise these networks to work closely with other organisations across the city. We work closely with local organisations such as Helping Older People Engage (HOPE) and our local social isolation network to ensure that pathways to our services are accessible for all.

As volunteers are an integral part of our service delivery model, we work closely with many organisations to find volunteers and to provide work placements to give people who are experiencing disadvantage through unemployment the opportunity to gain work

experience, knowledge, and skills. We work closely with our local job centre, several employability providers for young people including Employability and Barnardo's Works to provide regular opportunities for people to gain employability skills and experience. The length of work placement varies for each organisation and individual, but we believe that providing opportunities to gain experience is a key part of being a community organisation and allows us to enhance our service provision while supporting our local community.

We also work closely with our local prison, to provide placements for those who are part of the prison placement scheme, ensuring that people gain valuable community experience while they are moving towards parole. We work closely with our local colleges, and schools to provide work experience placements for schools and for students who are studying HNCs and HNDs at college.

In addition to the provision of voluntary placements and experience, we are also involved with the provision of short-term work placements through various government assisted schemes. At this time, we are providing opportunities to assist young people to improve their long-term career prospects via Employability (DCC) by gaining valuable work experience for between 6 months and 1 year depending on the placement. We also support the Modern Apprentice programme.

### **Restrictions on use of the Land**

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

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

(It may be necessary to organise meetings with City Development Planning Officers to ascertain this information).

The existing building was originally an old primary school and built on the land by the Council for the local community. It became redundant to requirements and was leased to Mid-Lin. Therefore there should be no restrictions on the re-development of a more environmentally and attractive building.

The site is not under SSI or heritage designation, and there are no contamination requirements under planning.

### **Risk Analysis**

4.4 Please identify the main risks to your project and how you could mitigate/reduce these?

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

Please see our Risk Assessment contained within the Business Plan attached.

### **Capacity to deliver.**

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

This could include the skills and experiences of members of the organisation, any track record of previous projects, whether you intend to use professional advisers, etc.

Mid-Lin have a long successful proven track record for delivering care services and won awards over the years

- We have shown that we can successfully develop and add new services – like Outreach
- We have demonstrated how to successfully engage with private sector and local government in defining future requirements and securing support and funding for development
- We have recognised that to redevelop Mid-Lin even wider new Board member skills will be needed and we have progressed this by recruiting new Directors to support the development

We recognise that there is a significant risk that we, as an organisation have never led the scale of redevelopment being proposed here. Therefore possibly not being in control of the level of required finances to successfully deliver the programme, but by accepting this the board have:

- Successfully secured the services of a local lead architect thereby reducing cost for the delivery of the programme
- Identified experts in all fields such as Planning, Demolition, Building, and for example Bill Fairweather, a professional in Security projects e.g. new Hotel builds and Health and Safety and he can lead elements of the work and important specifications in respect of security, fire, health and safety..
- We have expanded the Board further allowing a creation of a subset of directors to oversee the building and commissioning of the service
- Sought knowledge and expertise from similar charities across Scotland who have successfully build new services..

Should the community transfer be successful we plan to make the following changes ...

- Appoint lead project manager specialised in development of care facilities in tandem with our architect.
- 
- Much as already been done and achieved in order to secure the necessary funding and cash flow will be managed by our in house Accountant. The Chair and other experienced colleagues are leading the fund raising project

Have you/your organisation managed projects or owned/leased land previously?

Yes we currently lease the existing building and have been managing the Day Care Centre for over 20 years.

.Please provide details of:-

#### 4.5.1. Skills and experience of members of the organisation

Mid-Lin Manager Adrienne Cooper

Adrienne has been running the Day Care Centre since January 2023 but has been working there for over 5 years prior to this promotion. She has a SVQ level 4 in Social Services and Health Care.

Board representative Joyce McIntosh, .com is responsible for the running of Mid-Lin Day Care and is Chairperson she has a vast knowledge of up to date practices and responsible for signing off on behalf of the Board all policies and procedures. In addition, Joyce has a vast amount of experience in Care Management.

Fergus Storrier CEO DSEN (Dundee Support Enterprise Network ) an organisation who assist third sector charities [gl\\_amis@hotmail.com](mailto:gl_amis@hotmail.com) ( underscore after gl )

Fergus is also a founder of Show Case The Street ( charity for young people) and is in the final throes of community asset transfer. He is a retired police sergeant and was largely involved with Community Policing..

Alistair Fitchet Architect, Alistair has already provided the Centre with recommended contractors and the various statutory and mandatory personnel for each stage of the project.

Edward Wighton of InverTay Homes Ltd who are builders and who are involved in charitable work. The company has been operating since 2013 and carry out projects locally.

Bill Fairweather Project Manager Former Chair of the Institute of Hotel Security Management, Director of Security for Corporate Hotel Companies. A decision maker of all aspects of installations in respect of Security, Fire, Health and Safety. Written policies and procedures on Security in and Health and Safety in Hotels and the Catering Industry.

Kevin Phillip Board Member and Vice Chair of Mid-Lin who is a retired Fire and Community Liaison Officer. He lives and is well known in the Linlathen area. He is a member of numerous groups with the Linlathen area and brings a wealth of knowledge regarding fire safety, and has excellent communications skills and risk assessment knowledge.

Michael Murray Board Member previously worked at Mid-Lin before leaving to go and work Dundee City Council. He is employed as an activity co-ordinator in a Dundee City Council care home. Michael has extensive knowledge of caring for older people and has special talent for fundraising.

Jane Durie Board Member who has excellent skills and knowledge of financial requirements and brings those attributes to the Day Care Centre

David Glass Board Member who is a landlord of a well-known Public House in Broughty Ferry and facilitates fund raising events for the Centre as well assisting in financial matters.

Heather Miller Board Member has years of experience in Social Care work.

Graham Stark Board Member has an impeccable background of senior management decision making and has been assisting in the running of the Charity Shop in the Wellgate Centre in Dundee. His business acumen is of immense importance to running a Charity.

John Walker Board Member is an IT expert and has a Finance background which coupled together is invaluable to the running of the Centre.

Treadings Mazomba-Felix is a student nurse taking a higher degree nursing qualification. He is also employed as a practising back nurse and has an interest in business matters hence he applied to join the Board of Mid-Lin.

4.5.2 Do you intend to use professional advisors.

Yes. In addition to our Architect we have engaged Lindsay Darroch from Gilson Gray Solicitors, Dundee. Demolition and building companies. Security, Fire, Health and Safety and Environmental experts.

4.5.3 Do you currently lease/manage a property from DCC? If yes, please provide details.

Yes we currently lease the land and building that we currently operate from at 59 Pitkerro Drive, Dundee DD4 8AT.

4.5.4. Please detail how you plan to maintain the asset?

Through generating our own income and funding from various organisations

The organisation has 25 years of successfully managing the financial needs of the Day Care Centre and that has been derived through a combination of

- Direct grant funding - Please see Statement of Financial Accounts in the Business Plan attached.
- Funding has also come from the local authority - we would expect this to continue / increase as the services are expanded.
- Income from service user of which part funds building maintenance.
- Direct grant funding - as an example funds were raised for replacement of boilers / vehicles etc

4.5.5 Any other relevant information?

We have been very successful in obtaining grants for the Centre and see no reason that this will not continue. We also intend to run a café/shop that other members of the local community can use, which will provide further income.

We have also secured revenue from operating a shop in the Wellgate Centre.

## **Section 5: Level and nature of support**

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

We have engaged through a questionnaire to a substantial proportion of our community who are involved with the request. The response from the local Community has been very

supportive and new ideas and suggestions have been brought on board. We have also engaged with other communities and they have been extremely positive.

5.1.1 How many people are members of your organisation? Are they in agreement with this application?

There are currently 20 members of the organisation comprising of 9 Directors and 12 general members all of whom agree with the application and wholeheartedly support it.

5.1.2 How many people are members of your community as defined in your constitution/governing rules? Are they in agreement with this application?

There is no maximum or minimum number defined by our articles. However, between the people who use the services; their families; groups who we work closely in partnership with and our members there are over 100 people. Service Users and families have expressed interest and approval of the idea of CAT for our current building and grounds. Other groups who we work closely with have also responded supportively of our CAT process and vision.

5.1.3 Have you consulted with other local stakeholder groups and agencies? Please provide evidence.

Yes we have been in constant communication and meetings with Alan Gunn, CLD Communities Officer, Dundee City Council, who has been of tremendous assistance to us.. Also, Nicky Macrimmon and Al Kay from Dundee City Council. Mid-Lin have been active members of the Linlathen Fairness Initiative and have contributed to the action plan to reduce inequalities in the area through hosting various events and support services. Mid-Lin participated in the Columba 1400 Values Based Leadership programme with other Linlathen Steering group members which helped the service have an in depth understanding of local community need and develop a shared vision for change with the other local partners.

5.1.4 Have you made contact with local staff? If yes please provide details of who

Yes. Kelly Grant and Avril Murray who are trained to SVQ level 2 in Health and Social Care, Jodie Williamson who is trained to SVQ level 3 in Health and Social Care. Vanessa Smith who is an Outreach worker and has a degree in Social Work and was previously a Care Manager and she works predominately with service users in their own homes giving time for carers to have a break. This is a non-registered service and is purely social time.

All staff undergo E Learning and are trained in moving and handling first aid peg feeding and qualified to dispense medication.

5.1.5 Have you made contact with any other communities that may be affected?

Yes. We are members of the East End Communities Group. (Katie Angus and Jacqui Kopel). Mid-Lin are meeting with representatives from other community groups and services in Mid Craigie and Linlathen to ensure that the plans for our new building will complement existing services in the local area and create an enhanced offer to the local community.

5.1.6 Any other relevant information?

See 5.1.4 above.

## Section 6: Funding

6.1 Please outline how you propose to fund the price or rent you are prepared to pay for the land, and your proposed use of the land.

You should show your calculations of the costs associated with the transfer of the land or building and your future use of it, including any redevelopment, ongoing maintenance, and the costs of your activities. All proposed income and investment should be identified, including volunteering and donations. If you intend to apply for grants or loans you should demonstrate that your proposals are eligible for the relevant scheme, according to the guidance available for applicants.

Please see our Business Plan attached.

6.1.1 Please show your calculations of the costs associated with the transfer of the land or buildings and your future use of it, including any redevelopment, ongoing, maintenance and the costs of your activities. All proposed income and investment should be identified, including volunteering and donations.

On the advice of our architect we have budgeted £1.6 million for the building and fitting out costs. To equip the new facility will require further funds as numerous specialist equipment will be needed to accommodate our users. In addition new office equipment such as computers, CCTV, Access and Alarm systems will be required and this has been estimated at £400k. Please refer to our Business Plan for further details attached.

As already mentioned Mid-Lin have been extremely successful in obtaining grants and funds. In addition, to already favourably applying to the Northwood Trust we will seek funds from the National Lottery, Pharmaceutical Companies. The list below is not exhaustive.

Zero Waste Scotland are already supporting us and will do in respect of the new building. Although the list is not exhaustive we will approach the following organisations for funding:-

The Northwood Trust – They have written promising support.  
The Energy Saving Trust - Resource Efficient Scotland SME  
The Peeble Trust  
BEMIS - Resilient and Inclusive Communities Fund  
Social Investment Scotland  
The Cruden Foundation  
The People's Postcode Trust  
The Bank of Scotland - Reach  
The Robertson Trust, Community Building Grant  
The National Lottery Community Fund (Scotland) - Community Led Activity – They have written promising support.  
Big Active Team Scotland – They are not able to respond as like other funders until we have confirmed the asset transfer from Dundee City Council.  
The Tudor Trust  
The Garfield Weston Foundation – They have written promising support.  
The Steel Charitable Trust  
The Henry Smith Charity - Improving Lives Grant  
The Scotmid Co-operative Community Grant  
The Robert Barr's Charitable Trust.  
The Barchester's Charitable Foundation  
The Scottish Rich List.  
(Sir Ian Wood has been contacted but replied negatively).

Pharmaceutical Companies

Wolfson Trust – They have written promising support.

Rank Organisation

Arnold Clark Motors

Glen Gordon Whisky

N.B. It should be noted that many of the organisations that we have approached can either not commit to releasing funds until the asset transfer has been completed, or it is only at certain times of the year that applications are invited or are considered by the Trustees of the organisations willing to fund such projects. However, we are very positive that funds will be made available to us.

6.1.2 Please also supply details of what funding you have received so far and any conditions attached.

We have compiled a generic letter requesting the commitment/promise of funding which is attached to this application. No direct funding has been obtained so far as the project is still in its infancy, however funding has been promised. Those Trusts etc that we have contacted have all shown a positive interest in the project but are not allowed to commit funds until we are given the green light by Dundee City Council.

6.1.4 Details of other funding i.e. voluntary donations, borrowing etc.

As mentioned previously please find attached our Business Plan which shows the Centre's cash flow and also the predicted cash flow in respect of the new building.

There is no borrowing anticipated.

6.1.5 Any other relevant information?

It is anticipated that the use of the new facility will generate revenue to support the ongoing costs.

## **Signature**

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

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

**We, the undersigned on behalf of the community transfer body as noted at Section**

**1, make an asset transfer request as specified in this form.**

Name: Joyce McIntosh

Address:

Date: 10<sup>th</sup> February 2025

Position: Chairperson

Signature: 

Name: Kevin Phillip

Address:

Date: 10<sup>th</sup> February 2025

Position: Vice Chair

Signature: 

## Checklist of accompanying documents

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

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

Title of document attached.

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

Documents attached.

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

None

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

See our Business Plan attached

**Section 5 – evidence of community support**

Documents attached.

**Section 6 – funding**

Documents attached. Please refer to explanations on Charitable Foundations and Business Plan.