

Paragraphs 1.8 and 4.1 have been formatted to allow all text to be clearly read



**COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015**  
**ASSET TRANSFER REQUEST FORM**

**IMPORTANT NOTES:**

This asset transfer request form can be used to make a request to Argyll and Bute Council.

You do not need to use this form to make an asset transfer request but using a form will help you to make sure you include all the required information.

You should read the [asset transfer guidance](#) provided by the Scottish Government before making a request. We also provide [additional guidance](#) and notes on our scheme.

[www.argyll-bute.gov.uk/asset-transfer](http://www.argyll-bute.gov.uk/asset-transfer)

We strongly advise you to contact Argyll and Bute Council at the address below to discuss your proposals before making an asset transfer request.

When completed, this form should be sent to

[asset-transfer@argyll-bute.gov.uk](mailto:asset-transfer@argyll-bute.gov.uk)

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

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

1.1 Name of the CTB making the asset transfer request.

Isle of Gigha Heritage Trust

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

Postal address: Craft Workshop 1  
Isle of Gigha  
Argyll

Postcode: PA41 7AA

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

Contact name: Kathryn Howell

Job Title/Role: Business Development Officer

Postal address: Craft Workshop 1  
Isle of Gigha  
Argyll

Postcode: PA41 7AA

Email: kathryn@gigha.org.uk

Telephone: 01583 505390



I agree that correspondence in relation to this asset transfer request may be sent by email to the email address given above. *(Please tick to indicate agreement)*

*You can ask Argyll and Bute Council to stop sending correspondence by email, or change the email address, by telling them at any time, as long as 5 working days' notice is given. For more information on our Data protection and privacy notice [follow this link](#)*

1.4 Please check the relevant box to confirm the type of CTB and add its official number, if it has one.

<input checked="" type="checkbox"/>	Charity and its charity number is:	SC032302
<input checked="" type="checkbox"/>	Company, and its company number is:	SC224141
<input type="checkbox"/>	Scottish Charitable Incorporated Organisation (SCIO), and its charity number is:	
<input type="checkbox"/>	Community Benefit Society (BenCom), and its registered number is :	
<input type="checkbox"/>	Unincorporated organisation (no number)	

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

1.5 Has the organisation been individually designated as a community transfer body by the Scottish Ministers?

- No**  
 **Yes**

Please give the title and date of the designation order:

1.6 Does the organisation fall within a class of bodies which has been designated as community transfer bodies by the Scottish Ministers?

- No**  
 **Yes**

If yes what class of bodies does it fall within?

1.7 When was your organisation established?

## 1.8 What does your organisation do?

To promote the benefit of the inhabitants of the Community, without distinction on grounds of race, political, religious, or other opinions by associating with the local statutory authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide, or assist in providing facilities for recreation and other leisure-time occupation, following principles of sustainable development and in the interests of social welfare so that their conditions of life may be improved, where 'sustainable development' means development which meets the needs of the present without compromising the ability of future generations to meet their own needs.

To promote for the public benefit rural regeneration, following principles of sustainable development, where 'sustainable development' means development which meets the needs of the present without compromising the ability of future generations to meet their own needs, in areas of social and economic deprivation within the Community by all or any of the following means:

- (a) the relief of poverty in such ways as may be thought fit
- (b) the relief of unemployment in such ways as may be thought fit, including assistance to find employment
- (c) the advancement of education, training or retaining, particularly amongst unemployed people, and providing unemployed people with work experience
- (d) the creation of training and employment opportunities by the provision of workspace, buildings and/or land for use on favourable terms
- (e) the provision of housing for those who are in conditions of need and the improvement of housing in the public sector or in charitable ownership provided that such power shall not extend to relieving any local authorities or other bodies of a statutory duty to provide or improve housing
- (f) the maintenance, improvement or provision of public amenities
- (g) the preservation of buildings or sites of historic or architectural importance
- (h) the provision or assistance in the provision of recreational facilities for the public at large and/or those who, by reasons of their youth, age, infirmity or disablement, poverty or social and economic circumstances, have need of such facilities
- (i) the protection or conservation of the environment
- (j) the provision of public health facilities and childcare

To advance the education of the Community about its environment, culture and/or history.

- Taken from IGHT's Memorandum of Association (attached).

## 1.9 What is your organisational structure?

Members, associate members, junior members, voluntary directors and staff members who run the day-to-day operations of the business.

### 1.10 Who is responsible for running your organisation?

Name	Volunteer / Employee	Role in Organisation	Previous Experience
Ian Wilson	Volunteer	Chairperson	Board Member / Resident
Pamela James	Employee	Finance Manager	Corporate Banking
Board Members	Volunteers	Directors	

### 1.11 How many members does your organisation have?

Around 100

### 1.12 Does your organisation comply with the Equalities Act 2010?



Yes (if yes, please attach a copy of your policy statement)



No

### 1.13 Does your organisation have a comprehensive Health and Safety Policy?



Yes (if yes, please attach a copy of your policy statement)



No

### 1.14 Does your organisation have relevant Child Protection /Vulnerable Adults Policies?



Yes (if yes, please attach a copy of your policy statement)



No

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

2.1 Please identify the land to which this asset transfer request relates.  
(In law, "land" includes buildings and any other structure on the land, such as a bridge, wall or pier.)

*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 Argyll and Bute Council'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.*

Gigha Ferry Terminal Car Park  
Gigha Ferry  
Ardrinish  
Argyll  
PA41 7AA

Map coordinates: 165345 / 649125  
Mapped drawings of boundaries attached.

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

*This may be found our [register of land](#).*

UPRN:PV03504400001

### 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) of the Act) - go to section 3A  
for more details look under section 8 of the Guidance
- For lease (under section 79(2)(b)(i) of the Act) – go to section 3B  
for more details look under section 8 of the Guidance
- For other rights (section 79(2)(b)(ii) of the Act) - go to section 3C  
for more details look under section 8 of the Guidance

#### 3A – Request for ownership

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

Proposed price: £1.00

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?

N/A
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Do you propose to make any payment for these rights?

**Yes**

**No**

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

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



## Section 4: Community Proposal

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

*This should explain the reasons behind the project, 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.*

IGHT is requesting to take ownership of the car park at the Gigha ferry terminal to use it as their primary access to provide camping and motorhome facilities at Ardminish on the Isle of Gigha. This will include serviced pitches, car parking and an accommodation block comprising toilets, showers, laundry, kitchen, a communal area for campers and a small welcome office for Gigha. Later phases of the development will include glamping pods, bunkhouse and games room.

The Isle of Gigha has a serious accommodation shortage which has a knock-on effect on the island's tourist season. At present, the Isle of Gigha has one hotel, two established bed and breakfasts and eight self-catering accommodation units. The number of visitors to Gigha has steadily risen from 2015 onwards and during high season, the island cannot accommodate the number of visitors wishing to holiday on Gigha. For example, with reference to Caledonian MacBrayne recorded passenger figures, from peak season (June, July and August) 2015 compared with the same three months in 2017, foot passenger figures alone have increased by 13.2%. The number of foot passengers has increased again in 2018 by 9.97% on 2017 figures.

The island currently has no facilities for camping or motorhomes, and with the introduction of Caledonian MacBrayne's Road Equivalent Tariff scheme, the number of this type of visitors has increased. In 2018, motorhome and campervan figures have increased by 10.2% of 2017 figures. This has caused a significant amount of indiscriminate camping at various points across the island. For example, at Ministers Beach on Gigha, the indiscriminate camping blocks access for small boat launching for both fisherman and the Gigha Boats Activity Centre assistant. This also causes further access problems for family's day-tripping to Gigha and hoping to visit beaches due to tents and camper vans being pitched across the edge of the beach. Motorhome and campervans are packing in sensitive laybys and disrupting resident traffic on the island's only single road. Currently, there are no restrictions for motorhome and campervans and they park at both north and south ends of the island. On different occasions this season, this has blocked access for the emergency services and home owners trying to access their roads.

GHT own the land on which the campsite will be located. Management of campsite would enable IGHT to further strengthen its financial position by generating sustainable income. This would be run by Gigha Trading Limited – established trading arm of the Trust with staff and experience in managing

holiday properties. Therefore, the Trust proposes to develop a high quality, low impact, zero emissions camp site which has the following vision:

- \* To address the issues being caused by increased number of motorhomes visiting Gigha
- \* To address the issues of unauthorised and wild camping on Gigha, including litter, human waste, blocking access and impacts on cattle/sheep
- \* To offer modern, well maintained and designed facilities at the ferry point to encourage more visitors to stay on Gigha overnight in a regulated and controlled manner minimising impact on the island
- \* By offering facilities, being able to prohibit wild camping and motorhomes using the narrow single track road on the island
- \* Provide central waste recycling facilities on Gigha for visitors and residents that is easy to access at the ferry point
- \* Provide upgraded public toilet facilities for visitors to the island, to replace the Council portakabins if agreement can be reached with the Council on issues such as maintenance and repair.

## Benefits of the proposal

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

*This section should explain how the project will benefit your community, and others. Please refer to the [Scottish Government guidance](#) (Section 13) on how Argyll and Bute Council will consider the benefits of a request.*

The creation of a campsite will help to enhance visitors experience by reducing the impact of indiscriminate parking and dumping of waste and blocking of access to beaches and roads for all users including the emergency services. The implementation of the campsite will also enhance visitor experience by upgrading the poor public toilets and developing island recycling facilities. This project would also extend the range of accommodation available on island, therefore catering for a wider market and enhancing potential new visitors experience.

The campsite project fits in with the IGHT 10-year strategy plan which aims to develop the environment and create a more diverse local economy with lower seasonal dependencies. A campsite will also form a part of a long-term strategy to improve the visitor experience as well as using tourism to boost the local economy.

The campsite will minimise the environmental impact of tourism on Gigha through restricting motorhome access across the island roads and will prevent indiscriminate parking on sensitive sites and laybys. The campsite will reduce indiscriminate waste disposal as the proposed scheme will also provide island recycling and waste facilities. The restriction of motorhome and campervan access across the island will encourage more walking and cycling. The architects design will follow a sustainable approach including minimal energy usage, vernacular local design and sympathetic use of traditional materials to respect the location of the development in the landscape of Gigha.

The creation of a campsite will allow IGHT to manage vehicular traffic much more effectively on the islands only road to protect residents, farmers, fishermen and visitors. The campsite will also allow IGHT to reduce the impact indiscriminate parking, camping and waste disposal is having on the island's residents, businesses and visitors. It will create more accommodation to deal with times of peak demand. For example, the annual Gigha Music Festival, The Boathouse Restaurant Raft Race and the Gigha Challenge. A campsite will offer a range of accommodation that's not currently available to extend the range of visitors that visit Gigha and will extend visitor stay and consequent spend in the privately-run hotel, shop and Boathouse restaurant.

The creation of the campsite could also offer a potential business opportunity for individual(s) wishing to lease and manage the campsite on behalf of GTL. This campsite could also be run in collaboration with the islands self-catering units by GTL – established trading arm of IGHT.

## 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. If your organisation is proposing a change of use of the asset, you should provide details.*

In terms of LDP 2015, part is within the Settlement Boundary, part in Countryside. In terms of the local plan, an exception case will be required to support development in the Countryside. A planning pre-application enquiry has been submitted to Argyll and Bute Council and has returned with no major concerns.

## Negative consequences

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

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

None forecasted. The aim of this project is to generate environmental and economic benefits for the community.

## Capacity to deliver

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

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

IGHT has successfully managed and developed the Isle of Gigha for the last 16 years. Since the buy-out in 2002, IGHT has:

- \* renovated housing as part of an ongoing investment programme
- \* sold 11 plots for private development - providing islanders and incomers with new opportunities
- \* reversed the population from 98 pre-buy out to roughly 168 and the school role has increased
- \* installed 4 wind turbines which operate the islands commercial activities and fund development and regeneration on Gigha
- \* installed moorings and pontoon facilities
- \* successfully market self-catering accommodation, activity centre, airstrip and Achomore Gardens

IGHT continues to manage and develop the Isle of Gigha and by the 20th anniversary, IGHT have the following plans:

- \* creation of official campsite
- \* creation of assisted living complex
- \* improved access to path networks and Achamore Gardens for visitors/residents

## 5: Level and Nature of Support

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

*This could include information on the proportion of your community who are involved with the request, how you have engaged with your community beyond the members of your organisation and what their response has been. You should also show how you have engaged with any other communities that may be affected by your proposals.*

The initial consultation with the community was delivered at a Members meeting in early 2018. Although this was project was still at a very early stage, the project received constructive feedback. Some examples of comments included:

- \* How many accessible pitches/parking will there be?
- \* Would the campsite incorporate a dog walking route to beaches beyond the site identified?
- \* How many tent pitches would there be?

The Members appreciated that this was still very early stages in the project and would benefit from full proposal information when this was ready.

The island residents and Members of IGHT approved a 10-year strategy in 2016 which supports the Trust developing the environment and creating a more diverse local economy with lower seasonal dependencies. This proposed campsite development fits in line with both the 10-year strategy developed in 2016 and IGHT's Memorandum and Articles of Association.

Once the costed scheme has been designed, IGHT will hold a Members meeting to deliver the campsite proposal. At this Members meeting, full campsite plans, timescales and costs will be discussed with additional time given to the Members to provide them with the opportunity to review the information and report back any concerns. This will be followed by a Members surgery with drop-in appointments to speak to individuals privately to gain constructive feedback.

Separate consultations will take place with local businesses on Gigha, including Gigha Hotel, shop and Boathouse Restaurant.

## 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.
- i. 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.
  - ii. The proposed operating costs and how they would be met.
  - iii. All proposed income and investment should be identified, including volunteering and donations.
  - iv. You should state whether you have been in receipt of a Council grant over the last five years.
  - v. 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.

IGHT propose to pay a sum of £1.00 for the transfer. The car park does not generate any income and currently presents a maintenance liability for the Council. The IGHT proposal intends to see the car park improved, properly laid out and form a much more attractive welcome to Gigha.

The site falls within the Countryside Planning designation so would not be suitable for any development other than tourism related.

IGHT are not proposing any conditions be attached to the sale.

We will forward a copy of our draft Business Plan for the development shortly.

Funding for the development of the campsite will be sourced from:

- LEADER – expression of Interest submitted and project confirmed eligible
- HIE – confirmed eligible for funding. IGHT are account managed by HIE
- Rural Tourism Infrastructure Fund – confirmed eligible for this Fund with Expression of Interest submitted.

IGHT have been in receipt of Council funding for housing refurbishments but not specifically related to this project.

## Section 7: RISK/SOCIAL IMPACT

7.1 This section should explain whether any other organisation/business in your area will be affected by your operational proposals, how you will monitor the benefits of the asset transfer and what barriers or challenges to your project succeeding you have identified.

The development of the campsite will generate a beneficial impact on other businesses on Gigha as it will extend the length of visitor stay and encourage more visitors, who will spend in the island hotel, shop, restaurant and Achamore Gardens. It will also mitigate against the environmental impacts of indiscriminate camping and motorhome parking and waste dumping on the island, which will benefit farming and B&B businesses, as well as Gigha residents.

There is a small campsite adjoining the Boathouse restaurant although this offers limited pitches and facilities. IGHT intend to work in partnership with the Boathouse on the management and promotion of camping and motorhome opportunities on Gigha.

These benefits will be measured through:

- Reduction in numbers of incidences of unauthorised wild camping and motorhome parking
- Reduction in waste dumping and rubbish dumping
- Increase in numbers of visitors coming to Gigha
- Increase in numbers of visitors staying overnight on Gigha
- Increase in visitor spend on Gigha

This evidence will be collected through surveys and Calmac passenger numbers

A full risk analysis of the proposal is included in the Business Plan.

7.2 All Asset Transfer requests should comply with state aid rules. With reference to Scottish Government Guidance please explain why your proposal will not breach [State Aid Rules](#). Find out more about [State Aid Test](#) here.

*Please refer to the [Scottish Government guidance](#) (Section 11.8) for an explanation of State Aid Rules and further links.*

The value of the site is considered to be very low as it does not (and cannot currently) generate income for the Council and does in fact present a maintenance burden on the Council. Therefore, it is suggested that the value of any £1 transfer is very low.

Any value would not be considered State Aid as it will not affect trade between Member States. This is a small low value project with a very specific local market.



## Section 8: Community Planning Partnership/Single Outcome Agreement

8.1 Please tell us which Community Planning Partnership (CPP) outcomes you would be contributing to. Further information in relation to the Community Planning Partnership/Single Outcome Agreement can be found at:

- <https://www.argyll-bute.gov.uk/council-and-government/community-plan-and-single-outcome-agreement>

### CPP outcomes

<b>Outcome 1: The economy is diverse and thriving</b>	Yes
<b>Outcome 2: We have infrastructure that supports sustainable growth</b>	Yes
<b>Outcome 3: Education, skills and training maximises opportunities for all</b>	
<b>Outcome 4: Children and young people have the best possible start</b>	
<b>Outcome 5: People live active, healthier and independent lives</b>	Yes
<b>Outcome 6: People live in safer and stronger communities</b>	Yes

8.2 Please tell us which Corporate Plan outcomes you would be contributing to. Further information in relation to the Corporate Plan 2015 -2017 can be found at:

- [https://www.argyll-bute.gov.uk/sites/default/files/corporate\\_plan\\_2015-17\\_2\\_-\\_on\\_web\\_-\\_approved\\_council\\_june\\_2015.docx#](https://www.argyll-bute.gov.uk/sites/default/files/corporate_plan_2015-17_2_-_on_web_-_approved_council_june_2015.docx#)

<b>Making Argyll and Bute a place people choose to live</b>	
Supply of affordable housing	

Investment in the infrastructure of our towns, villages and islands	Yes
Communities are empowered to work in partnership with the council to meet their local needs	Yes
<b>Making Argyll and Bute a place people choose to learn</b>	
Provide quality education to young people	
Working in partnership with FE/HIE providers and businesses to ensure young people are best placed to gain employment or create their own business in the future	

<b>Making Argyll and Bute a place people choose to work and do business</b>	
Make Argyll and Bute the best and easiest place to do business	Yes
Use Council resources and facilities innovatively to generate income in order to protect and enhance services	Yes
Take advantage of the opportunities improved broadband availability brings and continue to demand improved mobile phone coverage	
Market Argyll and Bute to encourage companies and individuals to relocate to the area	
Improve strategic transportation links	

## Signature

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

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

- We, the undersigned on behalf of the community transfer body as noted at section 1, make an asset transfer request as specified in this form.**
- We declare that the information provided in this form and any accompanying documents is accurate to the best of our knowledge.**

Name: Ian Wilson

Address: West Drumachro, Isle of Gigha, PA41 7AD

Date: 18/10/2018

Position: Chair

Signature: I. Wilson (wet signature attached)

Name: Jane Clements

Address: Balmore, Isle of Gigha, PA41 7AA

Date : 18/10/2018

Position: Director

Signature: (Wet signature attached)

## Checklist of accompanying documents

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

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

Title of document attached:

Memorandum and Articles of Association

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

Documents attached:

Car Park Maps attached

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

Documents attached:

- 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:

IGHT 10 year plan / Planning pre-application enquiry and architect response.

- Section 5 – evidence of community support**

Documents attached:

To Follow

- Section 6 – funding**

Documents attached:

To Follow