



Forestry and
Land Scotland
Coilltearachd agus
Fearann Alba

Community Asset Transfer Scheme (CATS) for our national forests and land

ASSET TRANSFER REQUEST FORM

Introduction

Please read the relevant parts of the [Community Asset Transfer Scheme](#) (CATS) Guidance before completing this form. You may also wish to refer to the Scottish Government's [Asset Transfer Guidance for Community Bodies](#).

The Request must be submitted in writing, either as a hard copy or by email. Please answer all the questions. You can attach additional information as extra sheets or electronic documents. Please be specific. When answering the questions you do not need to repeat any information you have already given, but simply refer to an earlier answer or attached document.

Please return the completed form and supporting documentation to:

Community Asset Transfer Scheme Team
Forestry and Land Scotland
231 Corstorphine Road
Edinburgh
EH12 7AT

E-mail: fls.communities@forestryandland.gov.scot

We will confirm receipt of your Request within 5 working days and you will receive a formal acknowledgement letter within 15 working days to confirm whether your Request is valid or requesting further information. We may also ask you for more information during the assessment and evaluation process.

Community Asset Transfer Scheme

Application Form

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 making the request

1.1 Name of the community transfer body making the asset transfer request

Deeside Bike Collective. Project: Banchory Bike Trails

1.2 Community transfer body address

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

Postal address: 44 Cairds Wynd, Banchory, Aberdeenshire, Scotland

Postcode: AB31 5XU

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: Chris Mutch / Martin Bennet

Postal address:

Postcode: AB31 5XU

Email: chris@deesidebikecollective.com and marty@deesidebikecollective.com

Telephone:

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

You can ask the Forestry and Land Scotland to stop sending correspondence by email, or change the email address, by telling us at any time, as long as 5 working days' notice is given.

Community Asset Transfer Scheme

Application Form

1.4 Type of eligible community transfer body

Please select one option and make with an "X" in the relevant box to confirm the type of community transfer body and its official number, if it has one:

- a Company and its company number is
- or
- a Scottish Charitable Incorporated Organisation (SCIO) and its charity number is
- or
- a Community Benefit Society (BenCom), and its registered number is
- or
- Unincorporated organisation (no number)

Please attach a copy of the community transfer body's constitution, articles of association or registered rules.

- If the organisation is an eligible community transfer body under the Community Empowerment (Scotland) Act 2015 go to **Section 2**.

1.5 If the organisation is not an eligible community transfer body under the Community Empowerment (Scotland) Act 2015:

a) 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:

or b) 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?

Community Asset Transfer Scheme

Application Form

Section 2: Information about the land and rights requested

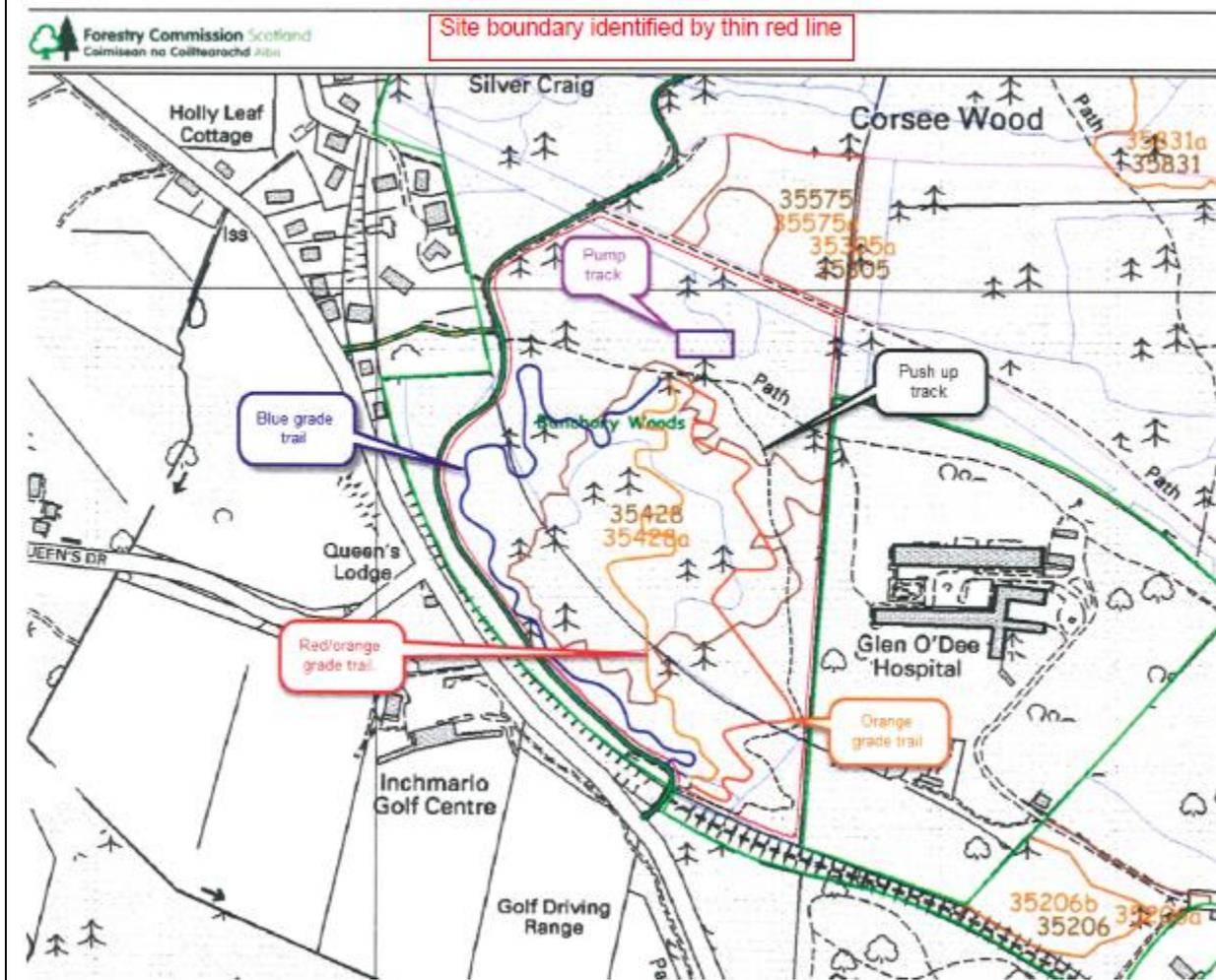
(see CATS Guidance Section 1.2)

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

You should provide a **grid reference** and attach a **map** clearly showing the boundaries of the land to which this asset transfer request. You should also provide any name by which the land is known, and you may also wish to provide additional description. You can contact your Forestry and Land Scotland [Region](#) office for assistance in providing a copy of the map. *If you have identified the land on Forest Enterprise Scotland's [Register of Land](#), please enter the details listed there.*

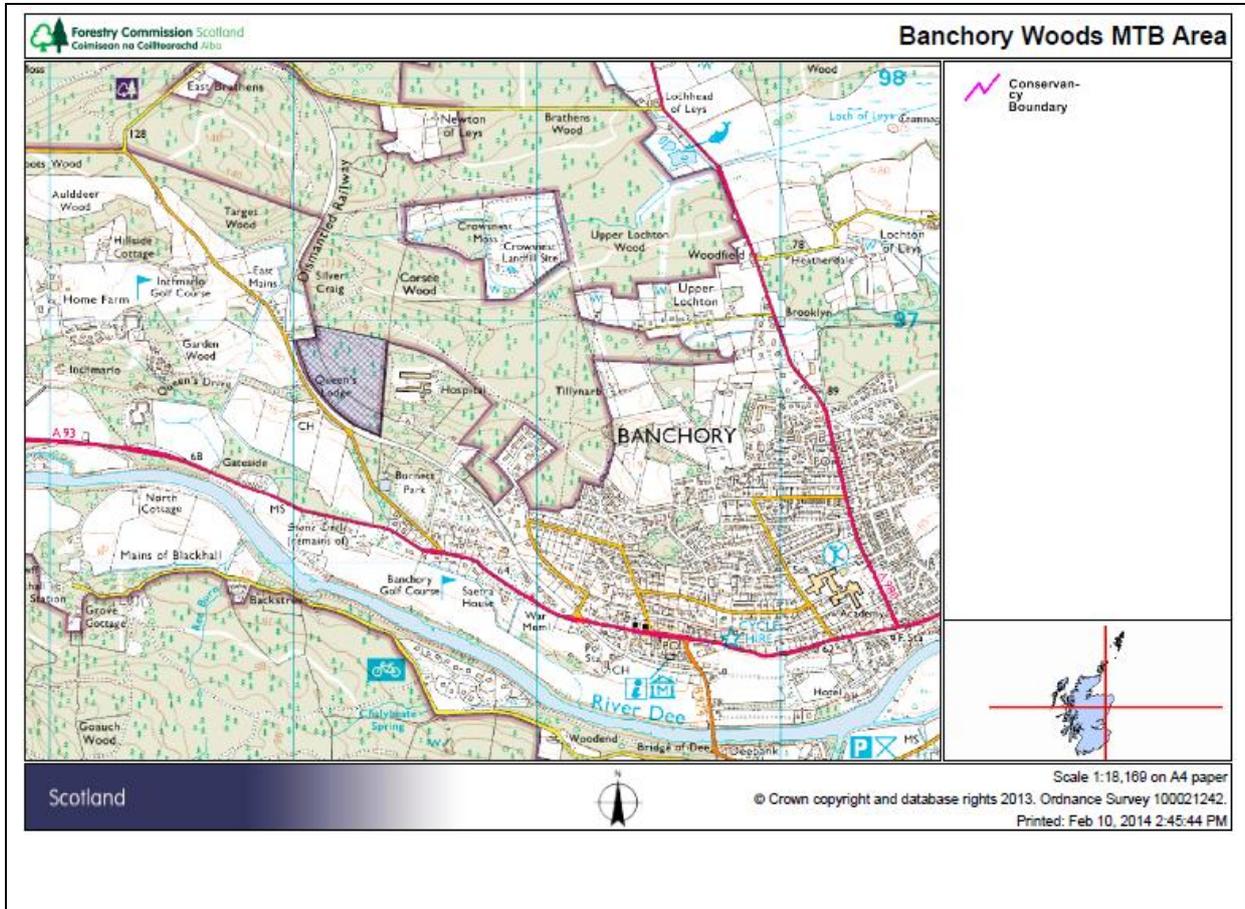
Grid reference: NO 68241 96798

Name and description of the land: Queen's Lodge, Corsee Woods. West of Banchory. Aberdeenshire



Community Asset Transfer Scheme

Application Form



If your request is for a building, you should provide a street address and the Unique Property Reference Number ([UPRN](#)) if known.

Address:

UPRN (if known):

Community Asset Transfer Scheme

Application Form

Section 3: Type of request, payment and conditions

(see CATS Guidance Section 1.4)

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 (see CATS Guidance Section 2.2)?

Proposed price: £90,000
Land evaluated by DVS Property Specialists at: £95,000
Valuation report by DVS Property Specialists is included with the submission

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

3B – Request for lease

a) What is the length of lease you are requesting?

b) How much rent are you prepared to pay? (see CATS Guidance Section 2.2)
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

a) What are the rights you are requesting?

Do you propose to make any payment for these rights?

Yes No

Community Asset Transfer Scheme

Application Form

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

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

Section 4: Community Proposal

You may wish to refer to relevant sections in supporting documents.

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.

Deeside Bike Collective (DBC) are a Scottish registered charity founded with the objective of creating an outdoor woodland recreational area in Banchory, with bike trails as its primary focus. The trails will be accessible by bike, foot and car. They will be professionally constructed, sustainable in design and will provide a safe and controlled environment for the community and visitors to the area to ride bikes and develop their skills. The trails and site will provide an ideal location for families and friends to enjoy the outdoors, exercise and appreciate the local woodland.

To ensure the recreational area is utilised by as much of the community as possible, the trails will be of varied grading and style, will be sympathetically designed and built around the local walking trails, whilst preserving areas of archaeological interest and indigenous flora. We wish to create an area that allows fun, relaxation, outdoor learning and promotes the development of the land's biodiversity and history. Our management plan will look to actively improve and preserve the diversity of the habitat and wildlife through community led initiatives.

The key objectives of the DBC bike project are;

- To provide a bike trails and skills in Banchory town for bike riders of all ages and abilities to utilise. The proposed area is located within Corsee Woods west of Glen O'Dee hospital.
- Manage and maintain the trails so that they are available to the Banchory area for the community and visiting cyclists (including families) to enjoy in a controlled environment and for generations to come.
- Provide a recreational activities area which is outdoors and encourages health, fitness and wellbeing.
- Improve the biodiversity of the site & surrounding area.
- Promote outdoor learning initiatives. For example: outdoor workshops for children.
- Provide access to bike trails for the local youth who would not otherwise receive this opportunity
 - Cycling often requires access to vehicles to get to and from purpose-built trails. This will allow people, who may not be able to travel distances to ride, access to maintained bike trails.

Community Asset Transfer Scheme

Application Form

- Ensure that most people who use Banchory Bike Trails can reach them through existing walking/cycling pathways.
- Reduce unauthorised “rogue” trail building within the local area. Create sustainable trails.
- Create an area accessible to clubs that can be used for cycle coaching and youth cycle events.

4.2 Benefits of the proposal

Please set out the benefits that you consider will arise if the request is agreed to (see CATS Guidance Section 3.2). 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.

At present there are no purpose-built cycle trails within a radius of 13 miles to the Banchory area. The closest area is Aboyne which requires the use of a vehicle or bus to travel there, unless cycling by road. Further afield there is Tarland Trails. Also, there is only one recognised Forest and Land Scotland site dedicated to mountain biking within Aberdeenshire which is situated at Pitfichie near Monymusk.

The biking area would consist of three trails, a pump-track, a push up/walking track and a picnic area on the site. The trails will cater for different abilities of bikers on an all-weather type surface and will be sympathetically constructed to blend into the woodland. The site would be professionally designed and built to the necessary standards to adhere to FLS regulations, with the required signage and detailing of trail types and grading.

The trails will have easy and practical access back to a safe start point with necessary signage. The material and equipment for the trails will be sourced and hired from local contractors and materials for neighbouring quarries.

The trails will consist of:

- An easy to moderate skills line through the existing trees on the site with mellow berms and progressive jumps. (blue grade trail)
- A technical line; tight back to back berms, hip jumps, table tops. (red / black grade trail)
- The challenge line; large jumps, drops, step ups & step downs, berms and table tops. The intention of this line is to allow bike riders that already have the required skills to develop their techniques and abilities further. (orange grade)

Community Asset Transfer Scheme

Application Form

- Pump Track. Closed circuit of banked turns and features designed to be ridden by momentum generated through pumping the bike. This will be situated at the head of the trails
- Walk up track. Path running from the parking area to the core path. Refer to the map in section 2.1
- Junior skills area. Small features with rollers, corners and balance obstacles. This was not part of the initial project scope but through public consultation the group can see the benefit of this skills area, which would be ideal for perfecting balance biking and early learning abilities.

The trails will be manufactured from local sourced material and made to withstand the Scottish seasons, making them suitable for all year-round use.

The benefits that the trails will add to the area are:

- Create a safe cycle area for all age groups, sex and abilities to use. Somewhere where families can spend time with their children whilst they develop their biking confidence and abilities in a safe environment.
- Provides low to no-cost recreation for the community.
- Raise the level of outdoor recreation within the area and provide a safe environment for bikers to meet their friends and socialise, whilst participating in exercise.
- Improve tourism to the local and Aberdeen area. The DBC are working within the Aberdeenshire cluster group to increase cycling within Aberdeenshire by 25% by 2022.
- Provide an area for clubs and cycle coaches to utilise for skills training and coaching lessons. This in turn will assist with developing local talents and promote cycling as a competitive level, both locally and nationally.
- Once established the trails will have a low maintenance cost. Members of the DBC will be professionally trained as trail inspectors and will repair and maintain any damage. Contractors will be used as and when necessary. The trails will be managed by people from the community that are passionate about biking and giving back to the area.
- Banchory Bike Trails will be a recognised MTB location on Visit Aberdeenshire and DMBinS websites and social media outlets. It will also be promoted through the DBC's own social media forums. Potential to create additional business opportunity in the area. It is expected that the trails would attract visitors into Banchory from surrounding town and villages, increase potential expenditure within the town retail and café businesses.

The benefits detailed above are those to the biking community. However, the aim of the group is also to provide an outdoor recreation area near to Banchory town centre with un-restricted access which can be enjoyed by other woodland users and groups. These would include walkers, runners, horse riders, dog walkers and those that just like being outdoors.

Community Asset Transfer Scheme

Application Form

The DBC's other ambition is to promote the site for outdoor learning activities for youth and pre-school groups: nature walks, hut building, outdoor awareness sessions etc. There are areas on the site that are away from the trails which are located at the northern point of the site. With parking available at the foot of the trails and the area situated close to Banchory, this will make the site appealing to local youth groups to use.

The group also intends to include a purpose-built picnic area with timber tables and benches at the site. This will be a nice to have feature for the site for encouraging friends and families to join the trail users, whether they themselves are using the trails or not. This would promote health and outdoor wellbeing by cycling or walking to and from the site.

By advancing the environmental habitat through native species planting and regeneration the group will improve the natural woodland habitat and enhance the areas biodiversity. This in turn will support the native wildlife in the area. Recommendations have been made to the DBC through the Ecological Survey as to how to support these actions. These recommendations will be adhered to during and after the site construction.

4.3 Restrictions on use of the land

If there are any restrictions on the use or development of the land, please explain how your project will comply with these. Your Forestry and Land Scotland [Region](#) office can provide assistance in identifying any restrictions and how to comply with them.

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.

There are no restrictions on the site. However, recommendations were made in both the environmental report and archaeological walkover survey which will be complied with. An additional survey of the site for the assessment of further archaeological features will be arranged with the local archaeological group prior to the final design layout of the trails and commencement of the construction.

Refer to report CA425 Cameron Archaeology.

4.4 Negative consequences

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.

Community Asset Transfer Scheme

Application Form

The group foresees no negative impact from the develop of the current commercial wood land area. Any impact of the trails within the proposed area have been addressed through the responses to the planning office. I would refer the reader to the planning application responses and the attached documents titled:

- Core Paths response. Jan 18
- Environmental Consultation Response. 8th March 18
- DBC Response to Banchory Community Council. 23rd March 18
- Roads Department consultation response rev3. May 18

The planning application for the Banchory Bike Trails can be found here:

<https://upa.aberdeenshire.gov.uk/online-applications/applicationDetails.do?keyVal=OWTX5PCAG6O00&activeTab=summary>

Through the planning application consultation process for the bike trails, 9 comments were received, 1 public and 8 consultee comments. None of the comments were objections.

The group seek to be actively engaged with the Banchory community and will and have responded to any questions regarding the trails and the potential affect to the area and woodland users. To date project details, general information and responding to questions has been through social media (Facebook) and the groups website. Once the trails are commissioned, we plan to diverse into Instagram and possibly twitter.

Facebook page: <https://www.facebook.com/deesidebikecollective/>

Deeside Bike Collective site: https://www.deesidebikecollective.co.uk/home?fbclid=IwAR2g7LPQjp-lfdKEagazn2_LWE2f0EPufvqRAulhVptwvXbUMsNa7iWDwk0

The group would propose to minimise any negative consequences for any woodland users by actively engaging with them and organising meets to understand the issues and put corrective actions in place where required.

Community Asset Transfer Scheme

Application Form

4.5 Capacity to deliver

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.

Below is a summary of the groups capacity to deliver on the project. Please reference the DBC Business Case rev7 for more detailed information.

The DBC currently has 23 group members and counting all of whom are age between 32 and 52 years old who are all working professionals: engineers, teachers, managers, buyers, sales managers, operations engineers, business owner, directors, etc.

- Trustees (as of Oct 2018)
 - Chris Mutch – Project Lead & Trustee
 - Chas Spencer - Trustee
 - Marty Bennet – Trustee

- Members (as of Oct 2018)

The image shows two columns of redacted text. Each column contains 11 rows of black bars of varying lengths, representing redacted information. The bars in the left column are generally longer than those in the right column.

Community Asset Transfer Scheme

Application Form

Project Time Line.



Refer to submitted project plans for detailed activity breakdown for the project.

Outstanding Project Milestones

- Project funding applications. Q2 2019 through to Q4 2020. On going
- Community Asset Transfer Scheme submission to FCS. Q3 2019. On going
- Project marketing and fund-raising events. Q4 2019 to Q4 2020
- Finalise trail design and tender for work. Q1 2020
- Complete work and commission trails. Q1 2021

One of the main goals of the group, along with providing mountain bike trails, is developing this area of Corsee Woods and providing a recreational area for the community for long term use. By doing this the group will secure the area for the community and prevent any commercial development on the site.

A copy of the project funding strategy is provided with this application. This plan will identify how the DBC group will provide funding to maintain the trails over the life of the site.

An overview of the exit strategy, should it be required, is detailed the business plan.

During implementation and commercialisation of the trails the group will issue a Woodland Management Plan. The plan will implement the points raised in the ecological survey performed by Alison Espie MCIEEM, January 2018. This is outlined in the written response to the planning office on 8th March 2018. See attached titled: Environmental Consultation Response.

The DBC group is working closely with the Banchory Paths Association (BPA) to deliver an upgraded path network around and through the site for all woodland users to utilise. The upgrades to paths will be performed as the trails are constructed. Surrounding paths will be upgraded between 2019 – 2021 dependant on funding and approval. The BPA will manage this work and will be supported and assisted by the DBC group.

BPA Facebook Page: <https://www.facebook.com/banchorypathsassociation/>

A copy of the DBC Forest Management Plan has been submitted with the application.

The group plans a series of media releases in Q4 2019 into 2020 to increase awareness of the project and to gain greater input from the users of the trails to understand what their expectations are prior to commencing with final design and construction.

The project feasibility study was performed by Cycle Therapy in July 2017. To date the group have received three quotes for the work all from recognised trail construction contractors; Cycle Therapy, Back on Track and CR Contracting. A fourth company Architrail, is also being considered but has yet to be contacted. The group plan to assess all options with each prior to a decision to proceed with the work and will request a detailed design and scope of work before committing with a contractor.

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 (see CATS Guidance Section 3.2)

You should describe the community your body represents and 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 DBC group has engaged with the local community in several ways;

Marr Area Partnership.

Project is recognised within the recreation section (4) of the Banchory Action Plan released in June 2017.

Facebook.com/deesidebikecollective.

600+ Follows and counting. Project updates are reaching between 700 – 4,300 people. The DBC group are receiving positive feedback and support from the local community. Any concerns raised have been responded to directly through Facebook.

Banchory Community Council

Project supported by Banchory Community Council and Banchory District Initiative. One of the DBC members sits on the board of the Banchory District Initiative to coordinate between the two groups.

Aberdeenshire Council Support and Cluster group

Community Asset Transfer Scheme

Application Form

We are actively working with Visit Aberdeenshire, Forest and Land Scotland, the local mountain bike industry, hoteliers, DMBinS and other likeminded groups working on bike trail projects. The aim of this Cluster group is to provide a cohesive vision for mountain biking within Aberdeenshire whilst increase tourism to the area and promoting outdoor activity and fitness. The project is also recognised by Opportunity North East as a legitimate project to assist with the increase of reaction and tourism in the Aberdeenshire Area over the next 5 years.

The trails will be promoted on their website and social media outlets.

More information surrounding the Cluster group and its main objective in early 2019.

DMBinS

Supported by this organisation and working in conjunction with them on the business plan for the North Sea. The main points of the plan are: Facilities, Events, Business Development and Attracting Visitors.

Banchory Rotary and RoundTable

Engaged with the local rotary club. The group presented to the rotary club in July. The group support the project and have offered assist where need to see the project through to completion.

Youth and schools

The DBC group will be engaging more directly with the youth within the area through the Banchory academy come the start of the new school term in August 2019. Prior to the final design and construction phase we aim to attract more of the youth into the project to gain input on what type of trails and features like to see prior to the trail design being confirmed.

We are currently looking to do an awareness and engagement session at Banchory academy before 2019 with the aim of attracting more younger members and volunteers to assist with the maintenance of the trails and upkeep of the area.

The group are also looking to involve the youth within the area in the trail naming process. Running a competition through the Facebook page is being considered.

Potential to hold youth events on the site once the trails have been commissioned.

Deeside Thistle Cycle Club MTB Youths and other local bike groups

The trails can be used as a coaching site for the DTCC MTB Youths coaching. This would extend to other coaches and groups within the area for coaching and bike skills development.

Public Consultation

Community Asset Transfer Scheme

Application Form

For data collected through the website poll refer to pages 9 to 11 of the groups business plan.

Local MTB Coaches.

The trails will be available to local bike skills coaches like Chris from Ride in Peace. Chris says –

Having a local trail facility that has specific coaching areas and practise trails with progressive features, will make a huge difference for riders learning new skills and building confidence. The development of new trails and features in Banchory will make it easier for myself to promote coaching days and camps to schools, groups and private customers whom want to learn at recognised facility and in a safe environment. With these planned developments I can only see visitors and riders staying for longer and supporting local Banchory shops, hotels and restaurants.

Section 6: Funding

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

(see CATS Guidance Section 1.5)

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

Please refer to the DBC Budget excel workbook submitted with the application.

Tab 1 has a detailed breakdown for the CATS application

Tab 2 is the funding plan showing phase 1 and 2 for the project fund raising.

Tab 3 show the budget detailed over 3 years, then 5 year, 10 and 25 years.

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.

Community Asset Transfer Scheme

Application Form

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.

1. Name: Chris Mutch

Address: [REDACTED]

Date: 1st Sept 2019

Position: DBC Project Lead / Trustee

Signature

2. Name: Martin Bennet

Address: [REDACTED]

Date: 1st Sept 2019

Position: DBC Project Coordinator / Trustee

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: Charitable Status Award Letter. Deeside Bike Collective

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

Documents attached:
Determination of market value valuation report for Corsee Woods performed by DVS Property Specialists.
Ecological Study performed by Alison Espie, Jan 2018
Banchory Bike Trails Planning Approval Aug 2018
Archaeological Walkover Survey performed by Cameron Archaeology, Oct 2018

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:
DBC Banchory Bike Trails Business Plan rev7
Project Plans. Summary and Detailed Plans Sept 19
Forest Management Plan

Section 5 – evidence of community support

Community Asset Transfer Scheme

Application Form

Documents attached:

Letter of support from Ride in Peace

Letter of support from Will Clarke DMBinS

Banchory Community Council Action Plan 2017-19. Page 8 -

http://www.marrareapartnership.org.uk/wp-content/uploads/2017/06/MAP_BanchoryCAP_LowRes.pdf

Section 6 – funding

Documents attached: DBC Budget Sept 19 excel workbook