



From mountain to sea

Asset Transfer Request

This is an asset transfer request made under Part 5 of the Community Empowerment (Scotland) Act 2015. **Please read the applicant notes before completing this form.**

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

- 1.1 Name and address of the CTB making the request. This should be the registered address, if you have one.

Name: Haddo Country Park Forum Ltd

Postal address: Estate Office, Mains of Haddo, Tarves, Ellon

Postcode: AB41 7LD

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

Contact name: Mark Andrew

Position in CTB: Director / Secretary

Postal address: Estate Office, Mains of Haddo, Tarves, Ellon

Postcode: AB41 7LD

Email:

Telephone:

X 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 relevant authority 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.*

- 1.3 Please mark an "X" in the relevant box to confirm the type of CTB and its official number, if it has one.



From mountain to sea

	Company, and its company number is	SC324915
	Scottish Charitable Incorporated Organisation (SCIO), and its charity number is	
	Community Benefit Society (BenCom), and its registered number is	
	Unincorporated organisation (no number)	

Please attach a copy of the CTB's constitution, Articles of Association or registered rules.

1.4 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:

1.5 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?

Company Limited by Guarantee for which the Articles of Association are appropriate for this purpose.



From mountain to sea

Section 2: Information about the asset requested

2.1 Please identify the asset - land or building(s) - 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.

Name of Asset: Car Park at Haddo Country Park

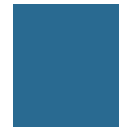
Address of Asset: Haddo House, Methlick, Ellon

Postcode of Asset: AB41 7EQ

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:



From mountain to sea

Section 3: Type of request, payment and conditions

3.1 Please mark what type of request is being made (mark one only):

☐ 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 asset requested?

Proposed price: £

Please give information setting out any other terms and conditions you wish to apply to the request. (continue on a separate sheet if necessary)



From mountain to sea

3B — Request for lease

What is the length of lease you are requesting?

30 years

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

Proposed rent: 10% of net profit from all activities or £500 whichever the greater paid annually in arrears

Please give information 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.

The purpose of the lease is to enable Haddo Country Park Forum Ltd to make a charge for the use of the car park by all visitors and use the income produced to employ a Visitor Services Officer for Haddo Country Park, undertake a program of events that enhances the visitor experience of Haddo Country Park and support the improvement of Haddo Country Park as a special place.

Aberdeenshire Council will continue to maintain the car park at their own cost including replacement of.

Aberdeenshire Council will continue to maintain Haddo Country Park to at least the standard achieved in 2017 and 2018



From mountain to sea

3C — Request for other rights

What are the rights you are requesting?

All income from events held in Haddo Country Park is passed to Haddo Country Park Forum Ltd.

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: As detailed in 3b we propose an annual rent for car park and events at 10% net profits from both all sources of income and total expenditure (less rent) or £500.00 whichever the greater paid annually in arrears

£ 500.00 per year

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

As above.

The purpose of the lease is to enable Haddo Country Park Forum Ltd to make a charge for the use of the car park by all visitors and use the income produced to employ a Visitor Services Officer for Haddo Country Park, undertake a program of events that enhances the visitor experience of Haddo Country Park and support the improvement of Haddo Country Park as a special place.

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From mountain to sea

3.2 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.

Haddo Country Park has enjoyed the services of a Visitor Services Officer (VSO) and during the summer months (up to and including 2017) an Assistant Visitor Services Officer (AVSO) thanks to the HLF 'Haddo Country Park Regeneration Project' which concluded on 31st March 2018 but, due to an underspend, was able to continue the employment of a VSO until 31st July 2018. Employment of a VSO has continued with the Haddo Country Park Forum Ltd (Forum Ltd.) being the employer since 1st August 2018.

The addition of a VSO to Haddo Country Park is of great benefit to users of the Park, to all visitors to Haddo and to the profile of Haddo as a major visitor destination in the North East of Scotland. By being available to answer visitors queries or to give advice on which of the many parts of Haddo House and Haddo Country Park visitors might prefer to see the VSO is a rare asset that is not found in other Country Parks. The VSO is able to secure, promote and if necessary run events within the Country Park that are of general or specific interest to existing and new visitors to Haddo. These include many bushcraft events, art exhibitions in the Pheasantry and wider Country Park, Photography events that are popular with amateur and professional photographers, children's events including junior bushcraft and a 'blessing of unicorns' involving a number of very prettily made up ponies and their riders from far and wide, disabled riding events, short and long distance runs, Haddo Easter event (principally run by the Rotary Clubs of Ellon and Oldmeldrum but supported and promoted by the VSO) and, along with Aberdeenshire Council and The National Trust for Scotland a variety of events over a full day or longer in recognition of 'The Year of History, Heritage and Archeology' in 2017 and in 2018 'The Year of Young People'.

The VSO also manages the Haddo Country Park social media and website. We have more than 5,000 followers on Facebook. The VSO has started a Haddo Country Park Volunteers group on social media. There are a number of volunteering opportunities from tending the sensory garden close to the entrance to the Park and the garden at Carpenters Cottage (which have been worked on by disability groups from Ellon in the



From mountain to sea

past) to assisting with events such as 'The Enchanted Forest' around Halloween open to all which are both popular and enjoyable.

It is clear that visitors to Haddo Country Park want to retain the presence of a VSO. The Haddo Country Park Forum (The Forum), the group of Haddo landowners, Park users, Local Community Councils and Local Councillors that ran the Haddo Country Park Regeneration Project and continue to oversee and promote Haddo Country Park, have expressed a very strong desire for the VSO to continue to operate at Haddo for the betterment of the country Park itself and the visitor experience at Haddo.

Towards the end of the HLF Project a study was commissioned by The Forum to advise on the future for the Country Park after the HLF project. Blue Sail, a destination consultancy, were appointed and, in summary, concluded that all of the advantages gained from the HLF project would be lost unless a VSO were retained and that the best, indeed, only real source of direct funding to support the position was to charge for the Car Park and ring fence the income to ensure that it remained at Haddo.

The Forum are in favour of the Forum Ltd being the vehicle that leases and charges for use of the car park and uses that income to meet the cost of employing the VSO and supporting the role with funding for running events and promoting Haddo. All of the Directors of the Forum Ltd are members of The Forum. For the long term sustainability and optimum future for Haddo Country Park this is considered to be the best way to proceed.

A recent survey of park users has shown that visitors will largely be supportive of a car park charge provided that charge is reasonable and that all of the income is spent at Haddo. Regular visitors (such as repeat dogwalkers) have indicated acceptance provided an annual or season ticket can be obtained at a reasonable price. The Forum Ltd aims to do just this and that the income from car parking and events held at Haddo Country Park (save the charges for the Easter event that are paid to the Rotary Clubs that run the event) will be sufficient to ensure employment of a well-supported VSO can continue.



From mountain to sea

Benefits of the proposal

- 3.3 Please set out the benefits to the community that you consider will arise if the request is agreed to. This should include: - economic, regeneration, public health, social wellbeing, environmental benefits; or how this will reduce inequalities.

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

The continuing presence of the VSO in the Country Park assists the economic activity both at the enterprises operating at Haddo (Haddo House, Shop and Tearoom (NTS), Mrs Smith's at Haddo (Coffee and cakes throughout the year), those in the wider area that benefit from Haddo being a visitor destination (Pitmedden Gardens (NTS) Coffee Apothecary and The Craft (bar) at Pitmedden, Tarves Heritage Centre, The Merle Tuck (Community Café) and Aberdeen Arms in Tarves, Formartine's and The Ythan View Methlick) as well as local shops and visitor accommodation providers.

Walking, running or cycling in the countryside is known to be good for all of us. The VSO promotes activity at Haddo which is good for the health and social wellbeing of visitors. The VSO is trained in assisting people with dementia and has access to two wheelchairs that can be lent out to visitors in order that those who would not normally be able to access part or any of Haddo Country Park can do so.

The Country Park is not just important to visitors but also the wildlife that lives in it. The VSO manages visitors in order to maintain and enhance the ecological value of Haddo Country Park by talking to visitors, running classes in wildlife awareness, keeping the issue live on social media and putting up signs at the appropriate time of year.

By running events that are socially inclusive such as running a free bus from Manorfield, Aberdeen the VSO has widened the attraction of Haddo Country Park to a wider section of society in Aberdeen and Aberdeenshire than what would be expected from a rural Country Park. Given sufficient income the Forum Ltd. would be keen to repeat this project (which was only possible previously with **HLF** support)

The HLF project saw significant capital and revenue expenditure at Haddo Country Park which has enabled the facilities to continue to provide a great visitor experience



From mountain to sea

for everyone that comes to Haddo. We have achieved an 80% very satisfied and 14% satisfied rating in the 2018 visitor survey. This will change dramatically if we do not have the income to support the position of a VSO at and will negatively affect the high profile of Haddo as a visitor destination, the visitor experience and the future for the biodiversity of Haddo. The reduction in visitor numbers will reduce the income and viability of enterprises at Haddo and as visitor numbers and events decline there will be a reduction, in the overall health benefit from that which is currently being achieved at Haddo and there will be little or no community engagement with social groups that would not normally benefit from visiting Haddo.

Restrictions on use of the land

3.4 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.

None. The car park will remain in use as a car park.

Risk Analysis

3.5 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.

See business plan attached



From mountain to sea

Capacity to deliver

3.6 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.

The Directors are detailed within the Business Plan.

They have mostly been involved with the Haddo Country Park Forum since before the **HLF** bid was submitted and know the Park and visitors needs and expectations well.

There is a good range of business skills within the group of Directors. The Company has been run by them as individuals since 2013 when the former secretary, Keith Newton, resigned. Activity within the Company has increased greatly since employment of the VSO commenced in August 2018.

The Company has managed to continue to provide that essential employment to the benefit of visitors to Haddo Country Park since then. It now requires a long term sustainable source of funding which is fair and reasonable to users of Haddo Country Park.

From mountain to sea

Section 4: Level and nature of support

- 4.1 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, their response and how the community have contributed to the design of the project. You should also show how you have engaged with any other communities that may be affected by your proposals.

In our annual Visitor Survey carried out in 2018 we included a question about charging for the car park in order to fund employment of staff and activities supporting visitors and the ecology of the Country Park. The majority of responses were supportive provided the level of charge was reasonable. We have taken this into account in reaching the level of fees charged. The availability of a season ticket is especially important to local people many of whom have to budget for all expenditure. We have set this charge at a very reasonable level and would, if necessary, accept payment over a period of time (up to 3 months).

All members of the Haddo Country Park Forum (who represent users and owners) are in complete support of this proposal.



From mountain to sea

Section 5: Funding

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

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.

The Cash Flow within the business plan is based on the Company borrowing money from a commercial lender on overdraft terms at a reasonable rate of interest.

The Company has however made applications to local funders to provide grant finance to cover the borrowings that will otherwise occur.

The funds applied to are;

Tesco (Ellon) blue token support. Tesco included a box for tokens in the period before the New Year. We believe we came second and expect to receive £2,000.00

Aberdeenshire Council Area Committee Budget Grant for £5,000 in 2018-19 and £5000 in 2019-2020 - We have been unsuccessful for 2018-19.

Udny Community Fund for £4,000 — Waiting to hear

Methlick Community Council who agreed to pledge £2,000.00 at their January meeting

Ellon Rotary Club for any assistance that they can provide

Gordon Leisure Projects Trust for £2,000 — Who have since declined

There is a significant level of volunteering within the Country Park. This is detailed in the Business Plan.



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Section 6: Business Plan including a 3-year financial forecast

6.1 Please give details of your Business Plan

You should include a statement of your goals, reasons they are attainable, plans for reaching them and a forecast of future revenues and expenses.



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Signatures

Two authorised signatories (e.g. manager, 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 Robert Walter Wallis

Address

Date 11th January 2019

Position Director

Signature

Name Mark Henry Tresham Andrew

Address

Date 11th January 2019

Position Director / Company Secretary

Signature



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Checklist of accompanying documents

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

Section 1 — you must attach your organisation's constitution, Articles of Association or registered rules

Title of document attached:

Memorandum and Articles of Association

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:

Section 4 — about your proposals, their benefits, any restrictions on the asset or potential negative consequences, and your organisation's capacity to deliver.

Documents attached:

Section 5 — evidence of community support

Documents attached:



om mountain to sea

Section 6 — funding

Documents attached:

Section 7 — business plan including a 3-year financial forecast

Documents attached:

Completed applications should be sent to your **local Area Manager** and marked '**Asset Transfer**'. **Contact addresses are listed below:**

<p>BANFF & BUCHAN</p> <p>Area Manager Aberdeenshire Council Asset Transfer Requ 34 Low Street Banff AB45 1AY</p> <p>Tel. no: 01467 537131 Email: banffandbuchanamo@aberdeenshire.gov.uk</p>	<p>BUCHAN</p> <p>Chris White Area Manager Buchan House St Peter Street Peterhead AB42 1QF</p> <p>Tel. no: 01467 537634 Email: buchanaareaofficeaberdeenshire.gov.uk</p>
<p>FORMARTINE</p> <p>Elaine Brown Area Manger Formartine Area Office 29 Bridge Street Ellon AB41 9AA</p> <p>Tel. no: 01467 538439 Email: formartineareaofficegaberdeenshire.gov.uk</p>	<p>GARIOCH</p> <p>Margaret-Jane Cardno Area Manager Gordon House Blackhall Road Inverurie AB51 3WA</p> <p>Tel. no: 01467 539371 Email: gariochaberdeenshire.gov.uk</p>
<p>KINCARDINE & MEARNES</p> <p>William Munro Area Manager Viewmount Arduithie Road Stonehaven AB39 2DQ</p> <p>Tel. no: 01467 534684 Email: kincardine&mearnsareaoffice@aberdeenshire.gov.uk</p>	<p>MARR</p> <p>Janelle Clark Area Manager Alford Area Office School Road Alford AB33 8TY</p> <p>Tel. no: 01467 536421 Email: marrareaoffice@aberdeenshire.gov.uk</p>



From mountain to sea

Asset Transfer Request

This is an asset transfer request made under Part 5 of the Community Empowerment (Scotland) Act 2015. **Please read the applicant notes before completing this form.**

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

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Name: Haddo Country Park Forum Ltd

Postal address: Estate Office, Mains of Haddo, Tarves, Ellon

Postcode: AB41 7LD

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

Contact name: Mark Andrew

Position in CTB: Director / Secretary

Postal address: Estate Office, Mains of Haddo, Tarves, Ellon

Postcode: AB41 7LD

Email: mark@haddoestate.com

Telephone: 01651 851664

☒ 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 relevant authority 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.*

- 1.3 Please mark an "X" in the relevant box to confirm the type of CTB and its official number, if it has one.



From mountain to sea

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Please attach a copy of the CTB's constitution, Articles of Association or registered rules.

1.4 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:

--

1.5 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?

Company Limited by Guarantee for which the Articles of Association are appropriate for this purpose.
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From mountain to sea

Section 2: Information about the asset requested

- 2.1 Please identify the asset - land or building(s) - 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.

Name of Asset: Car Park at Haddo Country Park

Address of Asset: Haddo House, Methlick, Ellon

Postcode of Asset: AB41 7EQ

- 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:



From mountain to sea

Section 3: Type of request, payment and conditions

3.1 Please mark what type of request is being made (mark one only):

- ☐ 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 asset requested?

Proposed price: £

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From mountain to sea

3B – Request for lease

What is the length of lease you are requesting?

30 years

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

Proposed rent: 10% of net profit from all activities or £500 whichever the greater paid annually in arrears

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Aberdeenshire Council will continue to maintain Haddo Country Park to at least the standard achieved in 2017 and 2018



From mountain to sea

3C – Request for other rights

What are the rights you are requesting?

All income from events held in Haddo Country Park is passed to Haddo Country Park Forum Ltd.

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: As detailed in 3b we propose an annual rent for car park and events at 10% net profits from both all sources of income and total expenditure (less rent) or £500.00 whichever the greater paid annually in arrears

£ 500.00 per year

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From mountain to sea

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From mountain to sea

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From mountain to sea

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

The continuing presence of the VSO in the Country Park assists the economic activity both at the enterprises operating at Haddo (Haddo House, Shop and Tearoom (NTS), Mrs Smith's at Haddo (Coffee and cakes throughout the year), those in the wider area that benefit from Haddo being a visitor destination (Pitmedden Gardens (NTS) Coffee Apothecary and The Craft (bar) at Pitmedden, Tarves Heritage Centre, The Merle Tuck (Community Café) and Aberdeen Arms in Tarves, Formartine's and The Ythan View Methlick) as well as local shops and visitor accommodation providers.

Walking, running or cycling in the countryside is known to be good for all of us. The VSO promotes activity at Haddo which is good for the health and social wellbeing of visitors. The VSO is trained in assisting people with dementia and has access to two wheelchairs that can be lent out to visitors in order that those who would not normally be able to access part or any of Haddo Country Park can do so.

The Country Park is not just important to visitors but also the wildlife that lives in it. The VSO manages visitors in order to maintain and enhance the ecological value of Haddo Country Park by talking to visitors, running classes in wildlife awareness, keeping the issue live on social media and putting up signs at the appropriate time of year.

By running events that are socially inclusive such as running a free bus from Manorfield, Aberdeen the VSO has widened the attraction of Haddo Country Park to a wider section of society in Aberdeen and Aberdeenshire than what would be expected from a rural Country Park. Given sufficient income the Forum Ltd. would be keen to repeat this project (which was only possible previously with HLF support)

The HLF project saw significant capital and revenue expenditure at Haddo Country Park which has enabled the facilities to continue to provide a great visitor experience



From mountain to sea

for everyone that comes to Haddo. We have achieved an 80% very satisfied and 14% satisfied rating in the 2018 visitor survey. This will change dramatically if we do not have the income to support the position of a VSO at and will negatively affect the high profile of Haddo as a visitor destination, the visitor experience and the future for the biodiversity of Haddo. The reduction in visitor numbers will reduce the income and viability of enterprises at Haddo and as visitor numbers and events decline there will be a reduction in the overall health benefit from that which is currently being achieved at Haddo and there will be little or no community engagement with social groups that would not normally benefit from visiting Haddo.

Restrictions on use of the land

- 3.4 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.

None. The car park will remain in use as a car park.

Risk Analysis

- 3.5 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.

See business plan attached



From mountain to sea

Capacity to deliver

3.6 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.

The Directors are detailed within the Business Plan.

They have mostly been involved with the Haddo Country Park Forum since before the HLF bid was submitted and know the Park and visitors needs and expectations well.

There is a good range of business skills within the group of Directors. The Company has been run by them as individuals since 2013 when the former secretary, Keith Newton, resigned. Activity within the Company has increased greatly since employment of the VSO commenced in August 2018.

The Company has managed to continue to provide that essential employment to the benefit of visitors to Haddo Country Park since then. It now requires a long term sustainable source of funding which is fair and reasonable to users of Haddo Country Park.



From mountain to sea

Section 4: Level and nature of support

- 4.1 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, their response and how the community have contributed to the design of the project. You should also show how you have engaged with any other communities that may be affected by your proposals.

In our annual Visitor Survey carried out in 2018 we included a question about charging for the car park in order to fund employment of staff and activities supporting visitors and the ecology of the Country Park. The majority of responses were supportive provided the level of charge was reasonable. We have taken this into account in reaching the level of fees charged. The availability of a season ticket is especially important to local people many of whom have to budget for all expenditure. We have set this charge at a very reasonable level and would, if necessary, accept payment over a period of time (up to 3 months).

All members of the Haddo Country Park Forum (who represent users and owners) are in complete support of this proposal.



From mountain to sea

Section 5: Funding

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

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.

The Cash Flow within the business plan is based on the Company borrowing money from a commercial lender on overdraft terms at a reasonable rate of interest.

The Company has however made applications to local funders to provide grant finance to cover the borrowings that will otherwise occur.

The funds applied to are;

Tesco (Ellon) blue token support. Tesco included a box for tokens in the period before the New Year. We believe we came second and expect to receive £2,000.00

Aberdeenshire Council Area Committee Budget Grant for £5,000 in 2018-19 and £5000 in 2019-2020 - We have been unsuccessful for 2018-19.

Udny Community Fund for £4,000 – Waiting to hear

Methlick Community Council who agreed to pledge £2,000.00 at their January meeting

Ellon Rotary Club for any assistance that they can provide

Gordon Leisure Projects Trust for £2,000 – Who have since declined

There is a significant level of volunteering within the Country Park. This is detailed in the Business Plan.



From mountain to sea

Section 6: Business Plan including a 3-year financial forecast

6.1 Please give details of your Business Plan

You should include a statement of your goals, reasons they are attainable, plans for reaching them and a forecast of future revenues and expenses.

Please see attached Business Plan and Appendices



From mountain to sea

Signatures

Two authorised signatories (e.g. manager, 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 ROBERT WALTER WALLIS
Address UPPER BRAIKLAY COTTAGE, METHLICK, ELLON, AB41 7HD
Date 11th JANUARY 2019
Position DIRECTOR
Signature *R. Wallis*

Name MARK HENRY TRESHAM ANDREW
Address 2, MAWS OF HADDO, TARVER, ELLON, AB41 7LD
Date 11th JANUARY 2019
Position DIRECTOR / COMPANY SECRETARY
Signature *Mark Andrew*



From mountain to sea

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:

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 asset or potential negative consequences, and your organisation's capacity to deliver.

Documents attached:

Section 5 – evidence of community support

Documents attached:



From mountain to sea

Section 6 – funding

Documents attached:

Section 7 – business plan including a 3-year financial forecast

Documents attached:

Completed applications should be sent to your **local Area Manager** and marked 'Asset Transfer'. **Contact addresses are listed below:**

<p>BANFF & BUCHAN</p> <p>Area Manager Town House 34 Low Street Banff AB45 1AY</p> <p>Tel. no: 01467 537131 Email: banffandbuchanamo@aberdeenshire.gov.uk</p>	<p>BUCHAN</p> <p>Chris White Area Manager Buchan House St Peter Street Peterhead AB42 1QF</p> <p>Tel. no: 01467 537634 Email: buchanareaoffice@aberdeenshire.gov.uk</p>
<p>FORMARTINE</p> <p>Elaine Brown Area Manger Formartine Area Office 29 Bridge Street Ellon AB41 9AA</p> <p>Tel. no: 01467 538439 Email: formartineareaoffice@aberdeenshire.gov.uk</p>	<p>GARIOCH</p> <p>Margaret-Jane Cardno Area Manager Gordon House Blackhall Road Inverurie AB51 3WA</p> <p>Tel. no: 01467 539371 Email: garioch@aberdeenshire.gov.uk</p>
<p>KINCARDINE & MEARNES</p> <p>William Munro Area Manager Viewmount Arduithie Road Stonehaven AB39 2DQ</p> <p>Tel. no: 01467 534684 Email: kincardine&mearnsareaoffice@aberdeenshire.gov.uk</p>	<p>MARR</p> <p>Janelle Clark Area Manager Alford Area Office School Road Alford AB33 8TY</p> <p>Tel. no: 01467 536421 Email: marrareaoffice@aberdeenshire.gov.uk</p>