

NOTICE OF APPEAL

Pursuant to section 85(2) the Community Empowerment (Scotland) Act 2015

Appellant: Yusuf Youth Initiative, a Scottish Charitable Incorporated Organisation with registration number SCIO-036895, having its registered office at 34 Bellfield Street, Dundee, DD1 5HZ and email address faisal.hussein@yyi.org.uk (hereinafter referred to as “YYI”)

Property: Wedderburn House, 1 Edward Street, Dundee, DD1 5NS (hereinafter referred to as the “Property”)

Background

Part 5 of the Community Empowerment (Scotland) Act 2015 (hereinafter referred to as the “Act”) sets out the legislative framework to facilitate transfer of assets from relevant authorities to community transfer bodies. The Act recognises the value community transfer bodies can bring to the community and considers it desirable that community transfer bodies own or control assets which allows them to achieve their goals.¹

YYI is a Scottish Charitable Incorporated Organisation and as such falls within the definition of community transfer body as stated in Section 80(2)(b) of the Act.

Pursuant to section 79 of the Act, YYI made a Community Asset Transfer Request for the Property to NHS Tayside on 19th October 2018 (hereinafter referred to as the “CAT Request”). NHS Tayside issued a decision notice on 10 February 2020 (hereinafter referred to as the “Decision Notice”) refusing the CAT Request. NHS Tayside provided four reasons for the refusal in the Decision Notice.

YYI hereby appeals the decision made by NHS Tayside to the Scottish Ministers pursuant to section 85(2) of the Act.

Ground of Appeal

Section 82(5) of the Act requires the authority, in this case NHS Tayside, to agree to the CAT Request unless there are reasonable grounds to refuse it. YYI submits for a number of reasons which are provided later in this appeal document that NHS Tayside have not provided reasonable grounds to refuse the CAT Request and consequently requests the Scottish Ministers to allow YYI’s appeal.

Structure of this Document

Sections 1 – 4 YYI will address each of the four reasons given by NHS Tayside in the Decision Notice and explain why it is not a reasonable ground for refusal of the CAT Request. For convenience, we will follow the same numbering as provided in the Decision Notice.

Conclusion

Appendix A *the CAT Request;*

Appendix B *the YYI Business Plan*

Appendix C *additional documents provided by YYI to NHS Tayside in connection with the CAT Request;*

Appendix D *the Decision Notice*

Appendix E *NHS Tayside Board Papers (excluding Appendix 1 – Statutory Guidance)*

Appendix F *Parts 1 – 5 of additional supporting documents*

¹ Page 1 of the Statutory Guidance

Section 1

The first reason provided by NHS Tayside in the Decision Notice is as follows:

“The offer price of £50,000 was significantly below the joint market value of £340,000 and would have resulted in a net loss on disposal against book value and loss of surplus over book value. The loss of capital receipt would also impact NHS Tayside’s Capital Plan.”

Statutory Obligations

NHS Tayside is a public body and the assets it holds are to be used for the benefit of the public. Public bodies in Scotland have a duty to secure best value, but best value for public bodies does not mean the highest price². The Guidance for Relevant Authorities issued under section 96 of the Act (referred to in this document as the “Statutory Guidance”) states at numerous places that other factors should be considered when assessing best value.

YYI in its CAT Request offered NHS Tayside £50,000 plus significant public benefits that YYI is committing to delivering. NHS Tayside were obliged to consider the whole of the CAT Request and not just the monetary amount. The Statutory Guidance states “asset transfers at less than market value is justified when these additional benefits empower communities and align with local and national priorities to enable delivery of Best Value across the public sector as a whole.”³ The first part of the reason provided by NHS Tayside completely disregards the public benefits that YYI will provide and is looking at this as a purely commercial transaction. In doing so it is submitted that NHS Tayside failed to fulfil its statutory obligations under the Act.

Best Value Assessment

NHS Tayside did establish an advisory group to make a Best Value Assessment (hereinafter referred to as the “BVA Advisory Group”). Whilst their assessment was not taken into account as part of the reasoning provided by NHS Tayside, for completeness YYI wishes to comment on the BVA Advisory Group’s assessment which formed part of the NHS Tayside’s board papers for the board meeting on 30 January 2020 (hereinafter referred to as the “Board Papers”).

The BVA Advisory Group did correctly identify that when assessing best value it is important to consider the value of alternative option(s) for the asset. The Board Papers stated that the alternative option for this Property is to sell in the open market.⁴ At present the Property is marketed for offers over £200,000. The net book value of the Property on the Asset Register is £250,000 and the District Valuer has advised that the market value is £340,000. For the purposes of this Appeal we will take the highest figure of £340,000 as the alternative option to CAT Request.

The BVA Advisory Group then undertook a Best Value Assessment for the CAT Request but in doing so made a fatal error. They only assessed the public benefits “directly attributable to healthcare”⁵ with sole focus on benefit to NHS Tayside. This resulted in them incorrectly concluding that “only certain aspects of future planned activity within the [YYI] Business Plan were deemed appropriate for consideration of potential discount against the property joint market valuation.”⁶ This goes against the Statutory Guidance which states in paragraph 13.4 “the value of benefits should be judged on a broad basis, not only in relation to the particular authority to which the request is made.”

The broad basis referred to in the Statutory Guidance includes the economic development, regeneration, public health, social wellbeing, environmental wellbeing, reducing inequalities of outcome from socio-economic disadvantage and any other benefit that might arise through the alternative use of the asset as prescribed in section 82(3)(a-e) of the Act (hereinafter referred to as the “7 Statutory Criterion”). The BVA

² Paragraph 11.2 of the Statutory Guidance

³ Paragraph 13.4 of the Statutory Guidance

⁴ Page 104 of the Board Papers

⁵ Page 8 of the Board Papers

⁶ Page 9 of the Board Papers

Advisory Group appears to have passed over the 7 Statutory Criterion when carrying out the Best Value Assessment. YVI submits that its activities provide significant public benefit under each of the 7 Statutory Criterion and have broken down its additional activities to highlight this which is detailed in Appendix F Part 3.

As a result of these failures the BVA Advisory Group only attached a value to 2 out of the 9 public benefits identified by them.⁷ For the two public benefits they assessed they attached some value to this at £57,844 over 5 years with a Net Present Value (using a discount rate of 3.5%) of £52,068. The methodology used by the BVA Advisory Group is not detailed in the Board Papers. In fact YVI was only made aware of the BVA Advisory Group Best Value Assessment when the Board Papers were published on NHS Tayside's website. This highlights the lack of transparency over the assessment undertaken by the BVA Advisory Group.

For the 9 public benefits which were assessed by the BVA Advisory Group – with 7 having zero public value – YVI has prepared a summary in Appendix F Part 4 identifying their public benefit based upon the factors prescribed in the Act.

YVI submits that it will provide significant public benefits as part of its activities. For example, using the Wellbeing Valuation Model⁸ the public benefit of just YVI Youth Club is assessed is £299,413⁹ per annum. An alternative method in a report¹⁰ commissioned by YouthLink Scotland gives the YVI Youth Club a public benefit value of £262,241¹¹ per annum. Whereas the BVA Advisory Group have valued YVI Youth Club activities over 5 years as £0 public value¹².

In summary, YVI submits that the value of the public benefits it will provide to the community far exceeds the alternative option of an open market sale.

Impact on the Capital Plan

NHS Tayside have also cited the loss of capital receipt will impact NHS Tayside's Capital Plan. NHS Tayside have said that the book value of the Property is £250,000.¹³ The CAT Request offered £50,000 monetary value plus significant public benefits. It is acknowledged that by accepting the CAT Request NHS Tayside will incur a loss on book value amounting to £200,000. NHS Tayside budgeted Capital Plan for 2019/20 financial year is £26.04m.¹⁴ This loss of £200,000 amounts to 0.77% of the budgeted Capital Plan. However, the Board Papers state that this loss would be offset against revenue¹⁵. NHS Tayside's budgeted revenue is for 2019/20 financial year is £887.4m.¹⁶ This loss of £200,000 amounts 0.023% of the budgeted revenue. Both these percentages are extremely small and unlikely to have any material impact upon NHS Tayside's funding.

In light of the abovementioned reasons, YVI submits that the first reason provided by NHS Tayside to reject the CAT Request is not reasonable.

⁷ Page 109 of the Board Papers

⁸ See Appendix F Part 1

⁹ See Appendix F Part 2

¹⁰ According to YouthLink Scotland, "A return of £7 of value for every £1 of cash spend seems a reasonable minimum." YouthLink Scotland, *Social and Economic Value of Youth Work in Scotland: Initial Assessment* (Glasgow, 2016, p10). Available from <https://www.youthlinkscotland.org/media/1254/full-report-social-and-economic-value-of-youth-work-in-scotland.pdf> (27/02/20)

¹¹ This is based upon the YVI Youth Club year 5 financials in the YVI Business plan (including a 1/5 project share of utility costs).

¹² Page 109 of the Board Papers, Table 2: NHS Tayside Benefits Calculation.

¹³ Page 9 of the Board Papers

¹⁴ NHS Tayside, 'Five Year Transformation Programme 2016-2021'. p20. Available from https://www.nhstaysidecdn.scot.nhs.uk/NHSTaysideWeb/idcplg?IdcService=GET_SECURE_FILE&Rendition=web&RevisionSelectionMethod=LatestReleased&noSaveAs=1&dDocName=prod_261394 (27/02/20)

¹⁵ Page 9 of the Board Papers

¹⁶ NHS Tayside, 'Five Year Transformation Programme 2016-2021'. p18. Available from https://www.nhstaysidecdn.scot.nhs.uk/NHSTaysideWeb/idcplg?IdcService=GET_SECURE_FILE&Rendition=web&RevisionSelectionMethod=LatestReleased&noSaveAs=1&dDocName=prod_261394 (27/02/20)

Section 2

The second reason provided by NHS Tayside in the Decision Notice is as follows:

“The Stakeholder Evaluation Panel determined a low score in consideration of the assessment of benefits, based on the agreed criteria.”

NHS Tayside established a Stakeholder Evaluation Panel (hereinafter referred to as the “SE Panel”) to assess and score the CAT Request. The overall assessment of the SE Panel was approval of the CAT Request¹⁷ subject to mitigation actions and conditions.

The SE Panel scored the CAT Request 5 out of 10 under the assessment of benefits.¹⁸ Whilst YYI considers that the assessment of benefits scoring should be higher it is certainly not low as cited in NHS Tayside’s second reasoning for refusal.

What remains unclear from the SE Panel’s assessment of benefits is whether this assessment was carried out taking into account the 7 Statutory Criterion. Paragraph 13.4 of the Statutory Guidance states that the benefits may align with one or more of the Scottish Governments National Outcomes and the relevant authorities [NHS Tayside] outcomes, however the benefits scoring must be “judged on a broad basis, not only in relation to the particular authority to which the request is made.” From the benefits scoring¹⁹ it appears the SE Panel have only scored YYI’s benefits against the aims set out in the NHS Transforming Tayside 2019-2022 strategy²⁰ and Scottish Government National Outcomes. If this is correct, then the scoring criteria was incomplete and goes against the Statutory Guidance, thus limiting YYI’s benefit score.

YYI believes that the overall benefit score should be greater than 5 out of 10 as Appendix F Parts 3 and 4 highlight from the YYI Business Plan that there are significant public benefit against all 7 Statutory Criterion.

Under the scoring criteria provided by the SE Panel, the following benefit indicators were assessed to provide no or low impact to the current (local) baseline²¹. YYI believe that this scoring is incomplete as YYI’s Business Plan shows new growth in these areas. Below are a few examples:

Benefit Indicator	NHS Score	YYI Comments
We live in a Scotland that is the most attractive place for doing business in Europe	→	Business hub incubator space giving the opportunity for 15-20 people to start up a new business at a time ²²
We realise our full economic potential with more and better employment opportunities for our people	↑	Increasing economic sustainability from 12%-64% in 5 years ²³ Increased employment of minimum 25 new staff members through new community classes (instructors), new nursery staff, increased Supplementary School teachers, building facilities staff ²⁴

¹⁷ Page 8 of the Board Papers

¹⁸ Page 100 of the Board Papers

¹⁹ Page 97 of the Board Papers

²⁰ NHS Tayside, ‘Transforming Tayside 2019-2022’. p7. Available from https://www.nhstaysidecdn.scot.nhs.uk/NHSTaysideWeb/idcplg?IdcService=GET_SECURE_FILE&Rendition=web&RevisionSelectionMethod=LatestReleased&noSaveAs=1&dDocName=prod_322257 (27/02/20)

²¹ Page 97 of the Board Papers

²² Page 26 of the YYI Business Plan

²³ *ibid*

²⁴ See Appendix F Part 3: *Economic Development*

		<p>Increase staff retention by offering Continuing Professional Development opportunities²⁵ and increasing contracted working hours²⁶</p> <p>Business incubator to support 15-20 new businesses at a time²⁷</p> <p>Employment and career events²⁸</p>
We are better educated, more skilled and more successful, renowned for our research and innovation	→	<p>Additional space to allow forecast increased attendees for children’s educational programme²⁹</p> <p>New planned nursery within premises to increase access to early childhood education³⁰</p> <p>Education workshops and classes to young and adult population through new room provisions within the Property³¹</p>
We live our lives safe from crime, disorder and danger	→	<p>Increasing number of participants into both youth and adult community programmes means people are becoming more responsible citizens³²</p> <p>Community Hub providing a safe space for people and developing a sense of community³³</p>
We live longer, healthier lives	↑	<p>This outcome is similar to the NHS Tayside KPI for “better health” which has been scored as a medium increase ↑↑³⁴. This shows a scoring discrepancy.</p> <p>We would argue this should be a strong increase as there are numerous health benefits throughout the Business Plan³⁵</p>

In summary, YYI considers that the assessment of benefits scoring must take into account the 7 Statutory Criterion. Even using the criterion adopted by the SE Panel YYI submits that the assessment of benefits scoring should be higher. In any event it is certainly not a low score.

In light of the abovementioned reasons, YYI submits that the second reason provided by NHS Tayside to reject the CAT Request is not reasonable.

²⁵ Page 26, page 35 and page 36 of the YYI Business Plan

²⁶ Page 55 of the YYI Business Plan, Table: Finances.

²⁷ Page 26 of the YYI Business Plan

²⁸ Page 27 of the YYI Business Plan

²⁹ Page 18 of the YYI Business Plan

³⁰ *ibid*

³¹ *ibid*

³² Page 37 of the YYI Business Plan

³³ Page 23 of the YYI Business Plan

³⁴ Page 97 of the Board Papers, Table: Benefits Indicators.

³⁵ Page 27, page 28 and page 36 of the YYI Business Plan

Section 3

The third reason provided by NHS Tayside in the Decision Notice is as follows:

“The Stakeholder Evaluation Panel further identified risks and issues relating to the deliverability, viability and sustainability of the YYI Business Plan Proposals.”

As mentioned in section 2 of this appeal, the overall assessment of the SE Panel was approval of the CAT Request subject to mitigation actions and conditions. These mitigations are focused around deliverability, viability and sustainability.³⁶ These points were raised by the SE Panel to YYI during the 3 meetings and appropriately addressed by YYI through submitting requested documents and answering specific questions raised by the SE Panel.

These 3 identified concerns are addressed separately below.

Deliverability

As noted in page 8 of the Board Papers, the concern for deliverability was the ability for YYI to deliver on the proposals set out in the YYI Business Plan. A list of exact concerns of the SE Panel are not noted in the Board Papers.

It is noted in the Board Papers that refurbishment work would take place upon the acquisition of the Property. This would be essential to running some of the increased services, meaning without these refurbishments then YYI could not fully deliver on all the public benefits. However the Property is in a suitable condition to move in on day one and increase YYI’s existing public benefits. As noted, overall building refurbishment costs would amount to an estimated £200,000.³⁷ This money would be raised by YYI through grant requests to funding bodies, fundraising, and the income generated from YYI’s activities. YYI have also secured financial underwriting for any shortfall in refurbishment costs from 2 organisations totalling £600,000.³⁸ This evidence was provided to the SE Panel around their viability (and in turn deliverability) concerns.

Some concerns were raised by the SE Panel in regards to the nursery business case and they advised contacting Leslie Gibb at Dundee City Council. Whilst YYI were unable to speak directly with Leslie Gibb to discuss this, they addressed all of the concerns. A member of the SE Panel spoke with Leslie Gibb and informed the SE Panel at the final meeting with YYI that Leslie Gibb did not have any issues in principle. Other questions raised by the SE Panel were around building regulations, Care Inspectorate sign off, and staffing ratios. Correspondence from YYI and the relevant bodies was emailed to the SE Panel to show that there were no concerns from either body regarding the establishment of a new nursery within the Property.³⁹ Staffing ratios⁴⁰ were also shown to be in line with requirements set out by Care Inspectorate.⁴¹ Therefore there was no perceived barriers to YYI running a nursery from the Property.

Viability

During and after the SE Panel meeting on 13th November 2019, YYI answered both verbally and then - within 1 week - written additional information to assist the SE Panel in the viability assessment. YYI was verbally informed after the additional information they provided that the scoring had moved in YYI’s favour. It was therefore a shock to find that after having provided the additional information the viability scoring by the SE Panel was lower than the initial score. There was no transparency by the SE Panel as why that was the case and YYI only found out the revised score when the Board Papers were published. As Viability has the second

³⁶ Page 108 of the Board Papers

³⁷ Page 6 of the Board Papers

³⁸ Appendix C Part 1

³⁹ Appendix C Part 2

⁴⁰ Page 19 of the YYI Business Plan

⁴¹ Care Inspectorate, *Guidance on Adult to Child Ratios in Early Learning and Childcare Setting* (Dundee, 2018, p2). Available from

<https://www.careinspectorate.com/images/documents/4334/Guidance%20on%20adult%20to%20child%20ratios%20in%20early%20learning%20and%20childcare%20settings.pdf> (27/02/20)

largest weighting, this had a major impact to the overall result. Below is the SE Panel's Viability Scoring Table with comments provided by YVI as to why we believe it is incorrectly scored.

Under the scoring criteria provided by the SE Panel, the following viability indicators were assessed to provide negative impact to the current (local) baseline. YVI believe that this scoring has been assessed incorrectly and have provided their reasons as follows:

Viability Indicators	COMPARISON TO BASELINE	YVI Comments
<i>Contingency</i>	↓	The SE Panel assessed Contingency as a low reduction despite the Business Plan showing a surplus and a commitment from two organisations to underwriting any shortfall in refurbishment costs. The Board Papers, state NHS Tayside had not fully assessed the assumptions of the YVI Business Case ⁴² but the SE Panel still gave this indicator a negative scoring.
<i>Operational Viability & Market Research</i>	↓	<p>The SE Panel requested details of the market research that supported the YVI business case. At the time of request YVI had not undertaken formal market research. As a charitable and community led organisation, the need to scale up certain services as well as the desire / need for others were inherent in the operational knowledge of its leadership. However, in order to comply with the request, with <u>only a 1 week deadline given by the SE Panel</u>, YVI undertook a simplified and short survey within its existing membership. The purpose of this was to satisfy SE Panel expectation of formal research, as well as to continue to operate collaboratively. It was noted in the introduction of the submitted research paper that the research was limited to only quantitative research with a small but diverse sample group; however, a more in depth research study could have been provided within reasonable timescales if requested.</p> <p>It is regrettable that the SE Panel therefore took a negative view of the output. It suggests that the SE Panel have not fully considered the history / track record of YVI in its growth over the recent years, and the broader engagement with other local charities across the city of Dundee.</p>
<i>Operational funding (grants)</i>	↓	The proposed offer price of £50,000 has already been raised by YVI. In addition, this sum is also held within a Restricted Account (often typical of 3 rd Sector / charitable organisation). The Funding provision of £150,000 per annum assumption is shown in Appendix 3 of the YVI Business Plan. Whilst subject to acquisition and conversion the timing of the financial forecast may push out, it would be consistent with other such organisations' Operating / Income streams for the sector. The specific concerns in regard to the funding is not clear. Given the standard budget cycles for both Government and Non-Government providers on typically a 1- or 2-year funding cycle, it is

⁴² Page 7 of the Board Papers

		unclear why the SE Panel would view YYI’s proposals as less viable than others in respect of Grant funding.
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Sustainability

There is no direct mention in the Board Papers of what concerns the SE Panel had around sustainability, however sustainability is defined by the Statutory Guidance as good governance, short and long-term development plans, and future funding/self-financing attainment.⁴³

YYI was established in 2004 and has been running as a registered constitutional charity overseen by OSCR since 2005. YYI operates in compliance with legislative requirements and has full transparency of trustees and financial accounts available on OSCR’s website. The board of trustees has background experience in charitable organisations, consultancy, project management, corporate environment, law, company secretarial, planning, and management. It is well within their capacity to grow and expand the charity from the Property. YYI’s existing projects are led and managed by experienced and qualified staff members who are all eager to increase their projects capacity and outreach. Any new projects will employ suitably qualified staff to run them. This was all detailed in the Business Plan and questions were answered relating to governance during the meetings between YYI and the SE Panel.

Included within the Business Plan are proposals for growing YYI over the next 5 years with the acquisition of the Property. The current plans has the Property at full utilisation by year 5. The Business Plan also accounts for staffing increase for additional classes and additional volunteers to support the running of the projects. No issues were raised by the SE Panel to YYI around this.

Funding plays a key role in every organisation and this was a concern raised to YYI by the SE Panel. The SE Panel felt as YYI are a charity reliant upon grants then it was not a sustainable model for the long term. Standard budget cycles for both Government and Non-Government providers are typically a 1 or 2 year funding cycles. Therefore no organisation can claim certainty of their income years in advance, but it is something that can be projected based upon previous experience. In 2015 and 2016 YYI received grants of around £100,000 each year, and over £200,000 each year for 2017, 2018 and 2019. YYI have projected their grants for the next 5 years to be at £150,000 each year which is a conservative figure. This only accounted for project running costs, and does not factor in Property Development Grants as this will be an additional income which YYI cannot account for yet – however it is something YYI will apply for. This point was clarified to the SE Panel during the final face-to-face meeting. In addition to this, it is noted in the Business Plan that YYI has a current 12% self-sustainability, however by year 5 at the Property YYI would have a projected 64% self-sustainability.

Statutory Guidance on Viability Concerns

In the event that a relevant authority has concerns on the viability and deliverability of a project then Section 14 of the Statutory Guidance provides that relevant authorities can use a condition to protect the discount provided. A condition would protect the relevant authority whilst agreeing to the Community Asset Transfer Request.

The SE Panel’s recommendation to approve the CAT Request subject to mitigation included a proposed condition to protect the discount within the five year period.⁴⁴ However, NHS Tayside appear to have not even considered this which certainly goes against the Statutory Guidance.

⁴³ Page 60 of the Statutory Guidance

⁴⁴ Page 108 of the Board Papers

Utilisation Scoring

For completeness, YVI has serious concerns with the Utilisation Score which was assessed by the SE Panel. The Utilisation Score was not considered an independent score but was used as a multiple for all the other scores. Consequently, the Utilisation Score had the biggest impact upon the overall score assessed by the SE Panel.

The SE Panel initially assessed the Utilisation Score at 2.1 out of 3. YVI made submissions to the SE Panel why the Utilisation Score should be higher. However, to their surprise the Utilisation Score in the final assessment by the SE Panel was reduced to 1.8 out of 3.⁴⁵ There was no transparency by the SE Panel on the methodology used to assess the Utilisation Score nor the reason why it was reduced. YVI only found out the revised score when the Board Papers were published.

Through YVI's proposal, the building will be fully utilised by the end of year 1, which is shown in the brochure included within the NHS Tayside and YVI Correspondence. The current opening times of Wedderburn House under NHS Tayside is Monday-Friday from 8:30am to 4:30pm (excluding public holidays). YVI's proposals shows that the whole building will be fully utilised during those hours with additional services running beyond these times.

In light of the abovementioned reasons, YVI submits that the third reason provided by NHS Tayside to reject the CAT Request is not reasonable.

⁴⁵ Page 100 of the Board Papers

Section 4

The fourth reason provided by NHS Tayside in the Decision Notice is as follows:

“The property is currently occupied as clinical and office accommodation for vital Community Mental Health Services and there would be difficulties in providing vacant possession of the property within a reasonable timescale in relation to the YYI Requirements.”

NHS Tayside have stated in the Board Papers that the Property “was declared surplus to requirements by the NHS Tayside Board on 23 April 2015 and has been marketed for sale since 1 February 2018.”⁴⁶ In addition the alternative option considered by the BVA Advisory Group is an open market sale.⁴⁷ The Property is currently marketed for sale with vacant possession by Graham & Sibbald.⁴⁸

Throughout the CAT Request process YYI have readily accommodated NHS Tayside’s request for additional time. This is illustrated in the timeline on Appendix F Part 5.

On what basis NHS Tayside’s concluded that YYI would not be flexible to allow them to vacate the Property within their timescales is unclear. YYI certainly would be significantly more flexible than a commercial buyer. YYI have verbally discussed with NHS Tayside that they are prepared to work around date of entry that is acceptable to them. YYI have also suggested the possibility of joint sharing the premises or even a rental of room/floor space if this would be of any benefit to NHS Tayside.

In light of the abovementioned reasons, YYI submits that the fourth reason provided by NHS Tayside to reject the CAT Request is not reasonable.

⁴⁶ Page 3 of the Board Papers

⁴⁷ Page 104 of the Board Papers

⁴⁸ Graham and Sibbald, ‘For Sale; Wedderburn House 1 Edward Street Dundee DD1 5NS.’ Available from https://realla-media.freetls.fastly.net/uploads/listing_pdfs/original/32465_Wedderburn_House_1_Edward_Street_Dundee_DD1_5N_S_short_20181031_1045.pdf?1540982733 (27/02/20)

Conclusion

In conclusion YVI has serious concerns of NHS Tayside's assessment of the CAT Request including without limitation:

- failure by NHS Tayside to fulfil their statutory obligations under the Act and only view this as a commercial transaction
- failure by the BVA Advisory Group to assess the full public benefits provided by YVI
- failure by the SE Panel to apply the 7 Statutory Criterion
- failure by the SE Panel to explain why YVI's final scoring was reduced from the initial scoring
- failure by NHS Tayside to consider the mitigations proposed by the SE Panel

As explained above, the Act states that the relevant authority must agree to the request unless there are reasonable grounds for refusing it. YVI submits that NHS Tayside have not provide any reasonable grounds for refusing the CAT Request. On the contrary, YVI submits that the financial and public benefits of the CAT Request far exceed the alternative option to sell the Property on the open market.

Appendix A: The CAT Request

To the NHS Board - Community Involvement team,

The Yusuf Youth initiative (YYI) would like to make an asset transfer request under part 5 of the Community Empowerment (Scotland) Act 2015 to NHS Tayside for Wedderburn House, 1 Edward Street, Dundee, DD1 5NS.

We would like to acquire the entire property and connected land for a purchase price of £50,000. This offer is based on Asbestos removal of unsecured asbestos and deleterious material as noted in the NHS Tayside's asbestos reported information to the Boiler Room. Removal of any unsecured, un-adhered deleterious material which may have been irritated, is considered a hazard or obstructs access to the entire building and which has not yet been identified leading to the Date of Entry. Also, that the condition of the building is maintained in a wind and watertight fashion from time of inspection until Date of Entry. Replacement, making good of damaged suspended ceiling tiles to the third floor.

Whilst acknowledging that this offer is below the market value as well as property valuation, we aim to offset the shortfall against the immense social benefit YYI currently brings to the city of Dundee. Acquisition of this property will further develop, expand and positively increase the social capital for the local area as well as Dundee at large. Currently, £50,000 has been accumulated in reserves to cover the cost of a potential purchase. There is also a fundraising strategy in place to cover refurbishment costs of the site.

The Yusuf Youth Initiative is governed by the Office of the Scottish Charity Regulator (SCIO 036895) (constitution attached).

What does YYI offer Dundee?

Yusuf Youth Initiative is a dynamic community-based organisation whose foundation is grounded in community cohesion. Our focus is on strengthening and bringing communities together simultaneously to affect holistic change.

Yusuf Youth Initiative • 34 Bellfield Street, Dundee, DD1 5HZ •
info@yyi.org.uk • www.yyi.org.uk

In thirteen years of providing much needed services across Dundee we have grown to employ 31 full and part time staff. We currently support our clients through five key projects;

- Taught by Muhammad
- YYI Youth Clubs
- Future Leaders Academy
- ChangeMakers
- Engage Project

Taught by Muhammad (TBM) is an outreach programme that supports vulnerable adults across six regeneration areas in Dundee. We provide,

- 15 'NHS Cook-it - Budget Cooking Courses', annually supporting 105 clients through a five week programme of cooking skills that promotes learning about healthy and nutritious meals on a budget.
- 4 advice cafes across Dundee supporting 180 vulnerable clients weekly. We provide them with a warm meal, an opportunity to meet other people in their area and advice and support from our partner agencies. In addition, we develop an individual plan for our clients.
- Presentations and school drop in workshops to six high schools in Dundee, directly reaching out to 1,500 young people. Young people are given an opportunity to learn about our work in their area and the potential of volunteering at one of our projects.
- Short term support for the homeless, curry kitchens and a food parcel delivery service. Through this programme, we are able to support over 3,500 individuals per annum.
- A minority elders Mens' shed, the only one of its kind in Dundee. We support a vulnerable group of men and play an active role in improving their health, offering volunteering opportunities and gaining key life skills.

YYI Youth Clubs supports minority young people aged 5-16 years old through,

- A weekly development programme focusing on life skills, confidence, youth integration and team building activities.

- Offering accreditation for young people (Duke of Edinburgh, Saltire Award and other Youth achievement awards)

YYI Youth Clubs are the largest minority youth work provider in Dundee, and we sit on the Dundee Youthwork partnership. Our youth clubs also support integration initiatives across regeneration areas in Dundee.

Future Leaders Academy is an educational after school programme, focusing on supporting young Muslims to play a more active role in mainstream society. Young people aged 5-16 years old learn about identity and key life skills that help them engage in and support local initiatives. We have recently launched an adult's programme, supporting vulnerable women in gaining key life skills and we provide support around their mental wellbeing.

The ChangeMakers project has a strong focus in building confidence in young people aged 16 to 24 year olds and supporting them into employment, training and volunteering. ChangeMakers provides these opportunities via schools and work in the community and offers one to one feedback on CV's, CV workshops, job interview workshops, teambuilding activities and a job mobile app that provides relevant up-to-date job and voluntary opportunities.

Engage is a Health and Wellbeing project aimed to support minority adults in Dundee (including newly arrived refugees) to tackle mental health from a community learning perspective. We aim offer three programmes; Employment support, 1-1 support and community integration

Looking to the Future

The building proposal would allow for Yusuf Youth Initiative to

1. Establish a permanent space for its staff and services.
2. A centrally located base would give ease of access to many of our clients and allow for us to grow our projects.
3. Provide greater opportunity to generate an income and make our city-wide projects self-sustaining.

On site, we would aim to provide the following (subject to planning approval)

- **FLA Day nursery** - To complement our existing youth work services, we would extend our provision to include young people aged 2-5 years old. We would aim to support 40 young children daily through a full day nursery programme. We have had conversations with the Care Commission, who are happy for us to pursue this, should we find a suitable site.
- **Classroom/workshop space** – we would have 10 classroom/workshop spaces for up to 150 young people daily, supporting them on key life skills and youth work support. The space would also support 60 adults per week on a range of classes.
- **Training kitchen** – supporting an additional 100 vulnerable adults through the NHS Cook-it budget Cooking Programme. The kitchen would also double up as a support café in the City Centre, supporting 45 clients per week and a catering venture for our organization.
- **Multi-purpose room** – this would allow for our clients to engage in fitness classes, organise small community events and even run our youth activities on site.
- **Rooms hire** – this would provide a service to community groups and organisations to hire out space for their projects and generate an income for our organisation.

Our outcomes

- We aim to support 40 young children through the day nursery. Our vision is to ensure that these children have the best start in life, laying the foundation for success as individuals as well as benefitting as a community. The nursery will offer services to be inclusive of and accommodate for varying cultural and linguistic needs that is characteristic of diverse communities. This will enable and prepare families to make a smooth transition to primary school.
- Through our Youth programmes, we aim to support 150 young people on a daily basis. We want to improve their life skills, education and social development. We aim to increase their physical wellbeing (through sport and cycling lessons), mental wellbeing through group activities, gardening and nature activities and social development through a range of activities from public speaking, charitable initiative and fundraising etc.

- We also aim to improve the health and wellbeing of 100 + minority adults (men and women) through our gardening programme, IT classes and light sports/exercises.
- Through the budget cooking course, we aim to increase the confidence and life skills of the participants. This will improve their chances of employment. The majority of the clients are socially isolated or struggling with drugs misuse. We hope that engagement in this way will help improve their overall mental well-being.
- Through our weekly support café we aim to support 50 vulnerable adults (250 in total across the city) with warm food, conversation and referral opportunities. We aim to reduce social isolation and to improve confidence and provide better choices for their future.

How we will fund it

Our annual costs are 200,000 pounds a year. This is broken down to

- - 50% core costs (includes core staff, building and utility costs)
- - 50% activity costs (sessional staff, activity costs).

We aim to develop a 50% self-sufficiency plan over three years. This will be achieved by the following

- Youth Classes – 45,000 pounds (currently 28,000 pounds)
- Room hire - 2 units at 5000 pounds per annum generating 10,000 pounds
- Community café – 15,000 pounds per annum (based on previous experience)
- Catering venture - 12,000 pounds per annum
- Nursery - 20,000 pounds per annum
- Carpark hire – 10,000 pounds per annum
- Community Events – 10,000 pounds per annum

These figures are estimated based on our previous experience in successfully running a Community Centre (2007-2010) combined with the space/facilities available at

Wedderburn House. The remaining circa 100,000 pounds is activity and sessional staff costs and they vary from year to year depending on funding priorities.

we have 14 years of successful grant applications. More recently we have secured three years of funding from BBC Children in Need, Robertson Trust and others. We also regularly receive funding from the Community Regeneration Forums.

We have been looking for a permanent site for a number of years and built a strong community support base with organisations across the City, including community officials supporting our project and any bids we have put forward. Those bids were for specific buildings and YYI can provide support letters for Wedderburn House upon request.

Joe Fitzpatrick MSP, who has been instrumental in his support said "YYI are a well-established charity who have been doing valuable work in communities across the city, and I fully support their efforts to identify a longer-term base to enable them to continue and expand upon their activities for the benefit of local people."

I, the undersigned on behalf of the Yusuf Youth Initiative make a transfer request as specified in this document.

I declare that the information provided in this document and any accompanying

Kind regards,



Faisal Hussein,
Chief Executive Officer
Yusuf Youth Initiative



Tayside NHS Board
Ninewells Hospital and Medical
School
DUNDEE
DD1 9SY
01382 660111
www.nhstayside.scot.nhs.uk



FAO Faisal Hussein
Yusuf Youth Initiative
34 Bellfield Street
Dundee
DD1 5HZ

e-mailed to faisal.hussein@yyi.org.uk

Date	16 January 2019
Your Ref	
Our Ref	GA
Enquiries to	Grant Archibald
Extension	40115
Direct Line	01382 740115
Email	chiefexec.tayside@nhs.net

Dear Faisal,

ASSET TRANSFER UNDER THE COMMUNITY EMPOWERMENT ACT

This letter is to acknowledge receipt of your asset transfer request in relation to **Wedderburn House, 1 Edward Street Dundee DD15NS**.

We confirm that the request is made in accordance with the legislation and all required information has been provided. The date on which the last of all required information was received by us was 19 October 2018 and in accordance with the legislation we have recorded this as the validation date for this asset transfer request.

We confirm that no other asset transfer request has been received in relation to the land to which your request relates. However, the land has been advertised for sale. Marketing of the land commenced on 29 January 2018. We therefore consider that the Scottish Ministers, per NHS Tayside is **not** prohibited by section 84(2) of the Act from selling, leasing or otherwise disposing of the land described above to someone other than Yusuf Youth Initiative despite your request having been received.

Notice of this asset transfer request will be published online at https://www.nhstayside.scot.nhs.uk/GettingInvolved/PROD_291601/index.htm and sent to any tenants or occupiers of the land or building. Any representations made to the Scottish Ministers, per NHS Tayside about this request will be copied to you, and you will have at least 20 working days to comment on them.

The request will be considered by a panel of **NHS Tayside staff comprising representation Public Health, Property, Finance, Public Involvement with other staff assisting in the process**. In accordance with the legislation the requisite period for consideration of your asset transfer request and issue of a decision notice by the Scottish Ministers, per NHS Tayside is 6 months from the validation date. We will, give you notice of our decision whether to agree to or refuse your request, and our reasons for that decision, by 19 April 2019.

Everyone has the best care experience possible
Headquarters: Ninewells Hospital & Medical School,
Dundee, DD1 9SY (for mail) DD2 1UB (for Sat Nav)

Chairman, John Brown CBE
Chief Executive, Grant R Archibald



If you do not receive a decision by that date, you may appeal to the Scottish Ministers. You may also appeal if your request is refused, or if the request is agreed but the decision notice specifies material terms or conditions which differ to a significant extent from those specified in the request. Guidance on making an appeal is available at the Scottish Government website in the link below.

<https://beta.gov.scot/publications/asset-transfer-under-community-empowerment-scotland-act-2015-guidance-community-9781786527509/pages/17/>

A notice of appeal should be sent to the Chief Executive, NHS Tayside, Ninewells Hospital, DD1 9SY.

If you have any questions about the asset transfer process please contact the Public Involvement Team, NHS Tayside, Freepost SCO 6181, Dundee, DD3 8ZR.

Yours sincerely



Grant Archibald
Chief Executive
NHS Tayside

Copies to
Annie Ingram, Deputy Chief Executive
Drew Walker Director of Public Health
Public Involvement Team

Appendix B: YI Business Plan



YYI

2019/24

Business Plan

Wedderburn House

1 Edward Street, Dundee, DD1 5NS

Business Proposal for the use of Wedderburn House

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Summary

This document sets out Yusuf Youth Initiative's (YYI) proposal for their use of Wedderburn House, 1 Edward Street, Dundee, DD1 5NS ("Wedderburn House")

It details the organisations' history and aims, with information about the youth development and integration initiatives, which it has organised since, set up in 2004.

Yusuf Youth Initiatives proposed use of Wedderburn House, how it would be managed and the benefits to Dundee are provided. This is followed by the thoughts of community in the West End of the city, its elected representatives and relevant organisations on YYI moving into the area and being able to expand its services and provide additional support in their neighbourhood.

A five-year Financial Plan is detailed, showing a sustainable financial situation, with a risk assessment of possible deviations from the Plan, and how they would be mitigated.

Finally, a summary of why NHS Tayside should transfer Wedderburn House to YYI, followed by Appendices with further additional in-depth and background information.

Yusuf Youth Initiative

SCIO 036895
34 Bellfield Street
Dundee DD1 5HZ

Phone:

Email: info@yyi.org.uk

Website: www.yyi.org.uk



1 YUSUF YOUTH INITIATIVE

1.1 Our Vision, Mission and Values

Our Vision

Strengthening communities.

Our Mission

To create and support projects and provide effective solutions for the needs of a vibrant and changing society. We focus on health, youth development, education, employment and anti-poverty.

Our Values

- **Unity of purpose:** we are all united in a shared responsibility in fulfilling our mission
- **Accountability:** we aim to achieve our mission by being transparent and accountable to all our stakeholders
- **Working in partnership:** we value the experience and expertise of other organisations and work with agencies with shared objectives
- **Community led:** we aim to deliver our services in a way that is consistent with the needs of the community
- **Ethical:** we have strong ethical principles which guide our work and those we choose to partner with (we will not work with or accept money from organisations which promote gambling)
- **Principles:** we are guided by the principles of equality in fairness in all that we do
- **Diversity:** we respect and recognise diversity and work inclusively irrespective of gender, race, religion or colour

1.2 Our Unique Selling Point

The Yusuf Youth Initiative:

- Provides a unique platform for minority ethnic youth development in Dundee with a particular focus on the Muslim community,
- Is the only organisation that delivers emergency food parcels across the city,
- Offers five support cafés across regeneration areas in Dundee providing support and warm meals to 300+ clients weekly.

1.3 Who We Are

Young Muslims growing up in Scotland identify themselves in two distinct yet compatible identities; one religious and the other Scottish. Connecting the two identities needs to be taught and nurtured otherwise young people can often be competing within themselves to actualise both identities in unison.

At the core, YYI's ethos is to develop a Scottish Muslim narrative in the young Muslim population to develop a community that is engaged and one that effectively contributes to Scottish society.

In 2004, Yusuf Youth Initiative was formed as a charitable organisation to start a youth development programme catering for minority ethnic young people. Our young people were not accessing any mainstream services and we felt there was a gap in provision. Since YYI's inception, youth development has been the backbone of our work.

1.4 Yusuf Youth Initiative's Management

1.4.1 The Organisation

YYI started as a charitable organisation in 2004 and in 2005 was registered as a charitable company with OSCR. In 2013, YYI changed to the simpler SCIO structure (SCIO 036895). The annual returns have been submitted in good time over the last five years and this will continue. The Management Committee currently stands at eight, the maximum number of Management Committee members.

1.4.2 Management Committee Membership

Many of the Management Committee members have been volunteers in YYI projects and so understand the ethos and challenges of the work the organisation carries out. We have a young and diverse committee who offer necessary and varying skillsets, and our twenty plus members reflect the dynamics of the communities that we serve.

The Management Committee meets monthly, receiving reports on the financial situation from the treasurer, developing YYI's strategies, agreeing policies and procedures, and providing support to staff.

The Committee members have a wide range of skills which are helpful in governing YYI. These include experience in charitable organisations, consultancy, project management, corporate environment, law, company secretarial, planning, and management.

In 2013, YYI received the EFQM quality award. Working towards it helped the organisation's development in a systematic way by supporting a review of the Business Plan, setting up methods of accessing feedback from participants in projects, and streamlining our operations.

Three of our Management Committee members are residents of the West End Ward.

1.5 Staff

YYI currently employs a Chief Executive Officer, Faisal Hussein, who has a deep passion for youth work and development alongside a vast experience in this field. He is responsible for meeting the daily operational needs of our organisation, managing staff and volunteers, as well as being jointly responsible alongside the Management Committee for the strategic direction.

At present we employ:

- **Full Time Staff Members**
 1. *Chief Executive Officer*

- **Part-time/Sessional Staff Members**
 1. *Executive Assistant*

 2. *Social Media Officer*

 3. *YYI Youth Club Project Manager*
 - *YYI Youth Club Admin Assistant*

 4. *ChangeMakers Project Manager*
 - *Social Media Assistant*

 5. *Taught By Muhammad Project Manager*
 - *Support Café Co-ordinator*
 - *Budget Cooking Course Co-ordinator*
 - *Foodbank Co-ordinator*
 - *Elders Men Shed Co-ordinator*

 6. *Future Leaders Academy Project Manager*
 - *Admin assistant*
 - *Cleaner*
 - *Sessional teaching staff (x15)*

 7. *Engage Project Manager*
 - *Support Co-ordinator (x2)*
 - *Community Gardener*

1.6 Volunteers

At present there are fourteen volunteer youth workers who support YYI's Youth Clubs on a weekly basis and over forty involved with Taught by Muhammad. There is an annual total of 2,500 hours worked by volunteers in YYI.

Each volunteer completes a volunteer form, works through a personal development plan and engages regularly with the project lead. In 2014, we became accredited as a Volunteer Friendly organisation through Volunteer Scotland, showing we value our volunteers and work hard to support them.

Volunteers are encouraged to apply for Saltire Awards for young people aged twelve to twenty-five years old. These are the new Scottish awards designed to formally recognise the commitment and contribution of youths volunteering with voluntary organisations.



YYI Volunteers receiving the Volunteer Friendly Award from the Lord Provost

2. YUSUF YOUTH INITIATIVE TIMELINE

2.1 Yusuf Youth Initiative from 2004 to 2012

2004 – Launch of our organisation and the formation of two youth clubs supporting 30 young people weekly. These clubs were mostly focused around play, sport and outdoor activities.

2007 – Opening of the YYI Centre; a 10,000 sq. ft. community centre within central Dundee. YYI had no prior experience, however support from key members in the Council allowed us to take the right steps.

2008 – We employed six staff members, sessional staff, and held ten classes a week ranging from fitness, IT, Arabic, to monthly community events and integration projects. We also ran a members only café.

2009 – Having given up the lease on the premises, a planned development fell through for a new centre and we were offered office space at the Dundee City Council offices at Mitchell Street Centre.

2010 – The Management Committee devised a new three year strategy plan that centred on youth and community development. We also started a city-wide scoping exercise for the Dundee City Council around a minority ethnic youth work strategy. Our own youth work activity continued throughout the process.

2011 – We completed the scoping report and found very poor engagement of the minority ethnic community within mainstream services and took on some of the recommendations as our future strategy. We moved to our new premises in Bellfield Street where we are currently, and used the Dundee Community Centre for extra activities. YYI started to develop overseas projects, with the first taking a group of eleven young people to Dundee's twin city Nablus, in Palestine.

2012 – This year was focused around planning, marketing and securing funding for our new projects. As well as our core youth work, the youth clubs campaigned on issues, including tackling the taboo subject of drugs and alcohol in the Muslim community and were involved in ASH Scotland around tobacco and health and wellbeing of young people. We continued our international initiatives in the Gambia, Jordan, Morocco and Turkey.

2.2 Yusuf Youth Initiative from 2013 to 2019

2013 – In January 2013, YYI launched its after-school learning programme, Future Leaders Academy (FLA) and in summer 2013 its outreach programme Taught by Muhammad (TBM) using a city wide bus and billboard campaign. We also increased our youth work provision to support young people up to the age of 24 through ChangeMakers and included an overseas project for eleven young people to travel to Morocco, as part of YYI Youth Clubs. A new strategic plan was developed for the coming three years (2013-16) which included development and expansion of our projects and looking towards a self-sustaining model for YYI. It was at this point that it was agreed that new all-inclusive premises were required for the future.

2014 – As part of our membership of the Dundee Social Enterprise Network we were advised of asset transfer possibilities from statutory bodies.

Our outreach project, Taught by Muhammad, started up with a full time Foodbank which supported 50 referrals on a monthly basis through our extensive partnership base. We also started running two curry kitchens a month; one for homeless people at the Salvation Army and the other for the Claverhouse Lone Parents' programme.

Our Youth Clubs re-branded with uniforms, a structured youth development plan and a strong volunteer base. Our support for 16-24 year olds included an employment service, volunteering and campaigning. We then took a lead on the city wide 'One World Week' bringing in partners to organise a week-long series of city wide events tackling poverty. The final event was showcased in the City Centre with the Lord Provost declaring it open.



YYI New Uniform



Taught by Muhammad on the bus

2015 – We continued to develop our youth programme to make it reflective of the ongoing needs of the young people. We developed a Mobile app to support young people into employment, training, and access to information around events and activities in the City.

2016 – This year we re-branded the annual YYI Funday as Eid in the Park to coincide with the Muslim festival of Eid. It has become not only a city wide but a district wide annual event attracting almost 3000 visitors (2018 estimation). This event brings together Muslims and non-Muslims for a joint celebration with over 14 nationalities in attendance.

We also started our work in schools through Taught by Muhammad, presenting misconceptions about Islam and Muslims in Dundee. Young people are given a safe space to ask any questions that concern them and they learn more about the work of Taught by Muhammad in their area and the city as a whole. During the same year we launched our first support cafés and our ‘NHS Cook-It’ budget cooking programmes. This expanded the services we were providing in regeneration areas across Dundee.

We launched our Equilibrium project focusing on energy efficiency, cycling and gardening with the aim of reducing carbon emissions amongst young people. We also started to provide Bikeability training to young people with our new fleet of bikes.

We worked in partnership with Dundee City Council to provide a service to incoming refugees. We provided support around initial care, interpretation services, integration programme and also employment support.

2017 – We expanded our support cafés to three areas across Dundee serving over 150 meals per week and supporting clients with referral support through our partner agencies. We expanded the Equilibrium project to the wider community extending our energy efficiency service, gardening, and cycling programme to the wider adult population.

Towards the tail end of the year we managed to secure a large ground - namely the Victoria Park Bowling Green - which is now developed by YYI into a community garden space.

2018 – In August 2018 we launched our latest project called Engage. The aim behind the project is to support the physical and mental wellbeing of minority ethnic adults in Dundee. We provide information and support around government financial benefits to those within the city. The project runs multiple classes weekly ranging from Zumba, boxing, badminton and knitting. This is a unique service with nothing previously being in place for the minority ethnic male adults in the city.

By the end of 2018 we started our fifth support café in the city.

2019 – We continue to grow in every project, with more staff, more volunteers, and more service users. The key objective for the organisation is securing a new home where we can continue to offer our services while also giving YYI the room to expand. We strongly feel that Wedderburn House offers us that hope.

2.3 Present Day

2.3.1 YYI Youth Clubs

We now support seventy young people on a weekly basis. There is a structured plan with outcomes around health/wellbeing, confidence building and other key skills we want to nurture. Volunteers receive regular training and are all disclosure checked. This project is led by a YYI Youth Clubs Project Manager. Young people can also receive accreditation through the Saltire Awards and Duke of Edinburgh Awards.

Website: www.yyi.org.uk



Girls Sea Cave Trip



Community Integration Football



Care Home Visit

2.3.2 Future Leaders Academy

This is a Supplementary School that currently supports an additional seventy young people through a specialized interesting and dynamic learning programme after school, covering a variety of topics: Arabic and Islamic Studies (both accredited at GCSE level – the only provider of this within Dundee), life skills, and sports development (Bikeability Award). Future Leaders Academy is a ground breaking project in Dundee that can be rolled out across Scotland.

Website: www.flacademy.org.uk



Healthy Eating



Arts and Crafts



Learning about Dental Hygiene

2.3.3 Taught by Muhammad

This is an outreach programme that supports vulnerable adults across five regeneration areas in Dundee. We provide,

- Fifteen 'NHS Cook-it - Budget Cooking Courses', annually supporting 105 clients through a five-week programme of cooking skills that promotes learning to cook healthy and nutritious meals on a budget.
- Five advice cafes across Dundee supporting 300+ vulnerable clients weekly. We provide them with a warm meal, an opportunity to meet other people in their area, and advice and support from our partner agencies. In addition, we develop an individual plan for our clients.
- Presentations and school drop in workshops to six high schools and eight primary schools in Dundee, directly reaching out to 2,000 young people. Young people are given an opportunity to learn about our work in their area and the potential of volunteering at one of our projects.
- Short term support for the homeless, curry kitchens, and a food parcel delivery service. Through this programme we are able to support over 3,500 individuals per annum.
- Minority elders Mens Shed, the only one of its kind in Dundee. We support a vulnerable group of men and play an active role in improving their health, offering volunteering opportunities, and gaining key life skills.

Website: www.taughtbymuhammad.com

YouTube: <http://youtu.be/n1GNHL96Oxk>



Foodbank Collection



Volunteers at Salvation Army



Poster Campaign in the City Centre

2.3.4 ChangeMakers

The project has a strong focus in building confidence in young people aged 16 to 24 year olds and supporting them into employment, training, and volunteering. ChangeMakers provides these opportunities via schools and community groups offering one-to-one feedback on CV's, CV workshops, job interview workshops, teambuilding activities, and a job mobile app that provides relevant up-to-date job and voluntary opportunities.

Website: www.iwantchange.org.uk



Blood Donation Promotion Campaign



Career Fair Display Stand

2.3.5 Engage

Engage is a health and wellbeing project that aims to support minority ethnic adults in Dundee (including newly arrived refugees) to tackle mental health from a community learning perspective. We offer three programmes; employment support, one-to-one support, and community integration. Having only started in mid-2018 the project managers have already engaged with five mosques, ten organisations and seventy individuals who take part in regular activities.

Facebook: www.facebook.com/engageYYI

Instagram: www.instagram.com/engageyyi



Badminton Sessions



Boxing Sessions



Elderly Fitness Classes

3 WEDDERBURN HOUSE PROPOSAL

3.1 Why Wedderburn House

Wedderburn House is in the West End Ward in Dundee (close to city centre, Lochee Maryfield and Coldside wards). Due to its central location – close proximity to amenities including the two Universities – we are able to provide services/activities that are accessible for all. We have been working actively in the same ward since inception for 15 years and occupy land on a 25-year lease within close proximity to Wedderburn House. The land is used as a community garden.

Wedderburn House is currently on the market and surplus to NHS Tayside's requirements, meets modern standards, and is in reasonably good condition. It is a Mental health Unit with four storeys and can provide the space to develop facilities which YYI desperately needs:

1. At 18775 sq.ft.it is a good size of space so would allow for the expansion of our services and for activities to be carried out in the building rather than scattered around other locations as at present
2. It will have a large kitchen meeting industrial standards, which would mean we could cook for the Curry Kitchens and hold the Budget Cooking Classes in our own premises instead of having to hire other facilities.
3. There will be a café on the premises to cater for our members who are using the facilities.
4. The building will be registered with the Care Inspectorate for a nursery provision. An initial visit of Wedderburn House has been carried out by the Care Inspectorate and at the outset they were supportive with the proposal to house a nursery at Wedderburn House. They have advised that based on our allocated size of the nursery that we can accommodate up to 65 children on a full time basis. A formal application for a registered nursery can only be submitted once we have secured the building.
5. As an accessible property, there are no barriers to entry for people with disabilities or with young children in buggies
6. As it is located in West End and in close proximity to Lochee, Maryfield, Charleston, Menzieshill and Coldside, its location is easy for a majority of our young people and volunteers to reach. Being close to good bus routes and in a central location, makes it easier for people from other areas to access us as well.
7. The FLA Supplementary School has been running for the last 6 years with 70 pupils already coming to our existing premises (near Wedderburn House). A centralized location ensures that people from all areas can access the service. Almost 25% of our young people are within walking distance of the provision. Young people arrive with their parents or lift-share to and from our current premises.

YYI's current premises are leased and are not large enough to cater for the demand from the community and therefore not fit for our purposes. Our strategy for increasing services in line with our vision, mission and values, means YYI must look for larger premises. Wedderburn House is an ideal opportunity to meet these needs.

3.2 Why Yusuf Youth Initiative for Wedderburn House

Strengths

- We are currently the largest minority ethnic youth work organisation in Dundee that has developed organically over the last fifteen years to become the only organisation to be working with Muslim and minority ethnic youth on a scale large enough and rooted enough to see change affecting the lives of young people over the years.
- YYI has facilitated young Muslim and minority ethnic people to become representatives on the Dundee Youthwork Partnership as well as on the Dundee Youth Council.
- We already have significant experience in running a community centre that was 10,000sq. ft. with a fully operational café, classes for the wider community, integration events and an income generation that gave us a 40% sustainability
- A centralized location with good bus routes for running adult classes would ensure all people would have ease of access to attend thus increasing our attendees. Our current service users (120 adults) have suggested extra classes however we have not been able to accommodate these due to lack of suitable space in our existing premises. To date we have had to rely on outsourcing to other community centres, which are not centrally located and make it difficult for people to access. Logistics and commination will be clearer by having a permanent and dedicated space with a fixed timetable of all our activities within the centre. The classes are open for all but also cater for cultural sensitives and language barriers.
- One of our strongest and most valued assets is the fact that we work with 50+ volunteers who represent 14 nationalities. Our regular volunteers are disclosure checked and are given training in their chosen area. The passion and commitment of our volunteers has allowed YYI to continually develop and expand.
- We run the only Foodbank in Dundee that delivers city wide to the people as and when they need it. We pride ourselves on the commitment to delivering our service in this way and we can see the benefits in doing so daily from visiting and interacting with our clients.
- We ensure that all of our projects provide a safe faith and culturally sensitive space for young people to thrive and develop into better contributors to society.
- We also exert our energies to seek out opportunities to strengthen interfaith work and build bridges between the diverse communities of Dundee. We believe that forming lasting relationships based on mutual trust and values is the only way we can realise our vision of strengthening communities. This is especially important in the current climate where we are seeing a rise of Islamophobia. The outreach work helps us engage with a wide audience and help challenge some of these misconceptions about the Muslim community.

- We are consulted regularly by Police Scotland in issues related to Muslim and minority ethnic engagement. They recognise that our work and reach within the community qualifies as significant.
- We operate in six out of eight high schools in Dundee and liaise with partners in each political ward.
- We are currently supporting clients from five (out of six) regeneration areas in Dundee and also including the Broughty Ferry and West End.
- We work in partnership with 15 stakeholder groups and with over 50 organisations in the Dundee area (*see Appendix 1*).

Previous experience

We have previously managed leased assets that have included office spaces and a sizeable community centre. The community centre, with the leadership of a strong team, provided a host of services which included:

- A Café
- Exercises classes
- Youth activities
- An IT suite
- An Office Space

Building regulations and standards were met for fire and health and safety, disability access and insurances. We received an EFQM award in 2013, showing good management.

Current situation

The core activities of YYI are already running. We have the necessary equipment and expertise to start as soon as the asset transfer takes place. Grants for existing and new projects for 2019-20 have been awarded and these will be active before this summer. Discussions are on-going with the Care Inspectorate about our nursery proposal and the necessary paperwork will be submitted to them upon confirmation of the asset transfer.



Design of a potential nursery classroom layout

3.3 YYI's Proposals for the use of Wedderburn House



Satellite View

We propose to increase our services and start new projects as soon as we take entry to the Wedderburn House. The Centre will allow us to provide a progressive, non-stop programme for 3 to 65+ year olds, with a much wider range of classes, activities, and learning opportunities than we have space for at present. We will build on our past experience of managing a large community facility and have already conducted market research into what facilities are being sought after.

We would use the building space for:

1. Ten classrooms to expand our Supplementary School (to 150 young people daily from across Dundee)
2. A recreational space for our weekly Youth Clubs and adult programmes (supporting up to 400 people weekly)
3. Meeting rooms for community events
4. Running a regular Curry Kitchen and a full time Foodbank
5. Community and interfaith groups to be able to provide additional services
6. Opening nursery provision for 3 to 5 year old children (for up to 40 children)
7. Large community space with seating for up to 200 people to be used for community events and available for hire to the local community
8. Business incubator space for young people
9. Office space for staff accommodating up to 25 staff members.
10. Catering and training kitchen for income generation.

3.3.1 New Social Enterprises Proposed for 2019 to 2022

- **YYI Café** – as an extension to the Curry Kitchen and our Budget Cooking classes we would launch a new income raising social enterprise. The café would be open to members only and would also offer specialist catering for events. We would train young people in catering skills and offer volunteering opportunities to all. This would also support the ChangeMakers employability aims.

We have factored an income of £15,000 – £25,000 per annum over the 5 year period. Over the last 3 years we have received a contract by way of a grant from the Regeneration Forums to run support cafes across the City. This amounts to £5,000 per annum. We also receive £2,500 by way of regular donations to sponsor our fortnightly Curry Kitchens for the homeless. The remaining is a combination of staff meals, community events and outside catering (the amount forecast below is higher than our factored amount as it is sales income. The figure does not account for the cost of purchasing ingredients).

It is broken down as follows:

- *Assuming, 8 out of circa 40 staff will purchase drink, snacks and lunch meals averaging £3 per head per day (£6,000 over the year)*
- *Monthly community event. Target 100 people at £10 per person which will include a meal prepared by kitchen staff (£12,000 per annum)*
- *Assuming, 40 of circa 150 pupils will have snacks prepared by kitchen staff £7 per week (£10,360 per 37 term time weeks)*
- *Catering orders for events and individual parties will be additional income.*
- **FLA Nursery** – a full time nursery catering for up to 40 children on a part/full-time basis (see our building plans for the nursery location and layout). The nursery would be based on the Steiner Education method where there is a focus on self-learning, use of outdoor space (at Wedderburn House but also at our community garden) and learning a second language. We aim to take advantage of the Scottish Government scheme of grants per child that we register. We will have a 1:8 teacher-to-child ration for the 3-5 year olds (as per Care Inspectorate Requirements). All of our teachers will be qualified and registered with the relevant governing bodies. There will be a newly constructed outdoor play area to the front of the building within the existing car park (this has been agreed by the Care Inspectorate).
- **Youth Clubs** – we aim to increase our youth club provision to 150 young people weekly. The existence of multiple rooms within the building will allow us to run more activities. Currently this is logistically difficult as we need to book several venues and arrange transport. There will be weekly arts/crafts classes, gardening/outdoor classes, martial arts, fitness, cooking, graphics and design workshops. Since all can be delivered from the one premises it will be easier to co-ordinate.
- **Adult Classes** – we aim to increase our adult provision from our current 10 classes to 25 classes per week from the new venue (approx. 15 adults in each class). These classes will range from fitness, cooking, arts/crafts,

knitting, Arabic, English conversation, Mens shed, Gardening and others. They will target the minority and local population in the West End.

We have factored an income of £6,000 – £24,000 per annum over the 5 year period. Over the last year we have had 120 people attend our classes weekly and paying £2 per session. This amounts to £12,000 on a 50 week basis (excluding venue hire, equipment hire and instructor costs). At the new premises our only cost incurred will be the cost of sessional instructors. Running 25 classes per week of 15 adults paying £2 per person generates an income of £23,750 on a 50 week basis (based upon instructor costs of £11 per hour).

- **Training kitchen** – We have a REHIS accredited ‘NHS cook-it’ trained worker who delivers cooking workshops to clients across the City. We would also offer in-house training to our members and the local population.
- **Room hire** – We have a number of groups who currently hire our premises on Bellfield Street including the Saudi Society, Dundee University Islamic Society and Skills Development Scotland. We aim to have up to five small meeting rooms/office space that we will hire out for workshops or an office space for a small charity. In our previous premises (in 2007) we had three charities operating from our site including the Amina – Muslim Womens Resource Centre, Homeschool network and Islamic Relief. We currently have a commitment of £100 per month by way of a donation with a view of this increasing as we have larger and dedicated spaces.

3.3.2 Management and Maintenance

Wedderburn House will be managed by a Facilities Manager, who will be line managed by the current Chief Executive Officer. The latter has previous experience in looking after community buildings. He looks after all the YYI projects and the Centre will be treated as such. YYI will employ a janitor/cleaner who will ensure the place is cared for and who will report any maintenance issues on a daily basis.

Monthly checks will be carried out by the Facilities Manager, plus weekly for the fire alarm. Annually there will be the fire extinguisher, fire alarm, gas safe and PAT electrical checks carried out by the companies that are currently used. YYI will also have an annual roof check and gutter cleaning contract as in the current premises. YYI has a list of preferred companies which are used for maintenance, electrical and plumbing issues.

As far as the condition of building, having made a visual inspection and read NHS Tayside’s Building report, YYI is satisfied with moving forward with this proposal to acquire the property. If YYI’s submission is successful, we will carry out our own full survey. If there are any cost implications in terms of repairs, we will factor that in as a cost.

3.3.3 Marketing of Wedderburn House and Projects

One of our Strategic Aims is to have a strong marketing plan. We want to be viewed as a credible and professional organisation that is working to improve the

opportunities and well-being of the Muslim and minority ethnic community in Dundee. We want to be known for creating strong and constructive relationships with extensive networks that directly benefit our clients and we want people to know exactly what we do and how well we do it.

Wedderburn House will enable YYI to be in a position to market projects and the premises, in a way which has not been possible recently. With much more space and the opportunity to increase numbers attending the Youth Clubs and Supplementary School classes, our outreach marketing will be able to develop. Our current database stands at around 5,000 immediate contacts. We will use social media as a first step to reach our target groups, plus word of mouth and leaflet adverts with everything we do. We have Facebook for each project and dedicated websites. In addition, we run a mobile app and have a regular e-newsletter which already keeps many hundreds up-to-date with our activities and developments in a lively and interesting way.

To reach new groups of people, we will advertise heavily in the West End through our community contacts and by using leaflets and word of mouth. We will invite people to visit the Centre and will hold open days regularly. The café will also encourage invited guests in a welcoming way.

To market YYI and our vision of an integrated society, we will continue to hold cultural events in the area and in the City and build bridges between the diverse groups in Dundee. Presentations to school and community groups will continue, and we will advertise our centre and opportunities for involvement.



Community Cultural Event

3.4 Community thoughts about YYI and its benefits

We have been working in the West End Ward since inception and have built strong links in the area. A sizeable number of our volunteers/clients come from the West End or the neighbouring areas. Having larger, accessible premises in the heart of the West End would bring much needed value from our expanding services.

We have received letters of support from local politicians, councillors and community groups and organisations who all welcome our presence in the area and the additional services we would provide. The letters are attached as *Appendix 2*.

Stakeholder Group	Method of Consultation	Overall support for project
Stakeholder Group	YYI's young people and parents	Parents of potential nursery children are ready to sign up (see 3.5.1). Parents and young people would be happy to move to the premises with more facilities, in an area they are comfortable with and feel safe in. Parents are also happy with a Central location for all services with ease of access. We have an extensive waiting list, one we will be able to cover with the new site.
Local community	NHS Tayside regarding our interest for Wedderburn has put out a notice	We have contacted Cllr Macpherson and Vanessa Kelly (West End Communities officer) to support us in responding to any concerns raised by people in the area. Since we already have two sites in the area, we have good working relationships with local businesses, Fire Brigade, The Universities, Victoria Park/St Joseph's Primary, Blackness Primary and Harris Academy.
Elected members	Support from Cllr Machperson, Cllr Lynne Short and MSP Joe Fitzpatrick	These 3 have written strong letters of support for YYI to be allocated the Wedderburn House Centre, attached at <i>Appendix 2</i> .
Other local community groups	We met with 10 organisation in the local area	St Joseph's/Victoria park work closely with us in receiving presentations, supporting the foodbank and also volunteering at the garden. West End Youth team- We work with the youth team on integration activities. Dundee Veteran Support and Brewery Lane Shelter Home receive food parcels from our project. They are keen on

		<p>getting involved in additional projects.</p> <p>Fire Brigade- We work closely with the Brigade at Blackness Road. We deliver presentation and they do workshops with our young people.</p> <p>Others include</p> <ul style="list-style-type: none"> • Dundee WestFest • Gate Church • DUSA • Friends of Balgay Park • West End Community Council
Others	YYI's Management Committee	This property and location is in line with the Future Strategy

3.5 Consultation

3.5.1 Nursery feedback from potential parents

YYI strives to consistently consult with our users as well as the wider community. In February 2018 we gathered information using Survey Monkey to ascertain how a new nursery based on Muslim values and the Steiner teaching model would be received. 93% of our respondents (75 people completed the survey – all of whom were parents with children aged 0-4) stated they would support and utilise such a nursery. 65% stated they would enrol in a morning or afternoon session, whilst the remaining 35% would opt in for a full day.

Based on these preliminary findings we are confident and comfortable that establishing a nursery at Wedderburn House will be successful and generate income for YYI going forward.

3.5.2 Youth Development

At present we support 70 young people aged 5 to 18 years old. There are 40 young people on the waiting list ready to join the Youth Clubs. They live city wide with half within close proximity of the City Centre, Lochee, Colleside, and the West End wards. Our ChangeMakers project supports 16-24 year olds, with a target of reaching 100 young people over the year. There are currently around 1,000 Muslim young people aged 5 to 24 years old in Dundee, and through our projects we hope to engage with 50% of them over the 3-year period. This is possible with a dedicated safe space for young people.

As over half of the young people are from the City Centre, Lochee, Colleside, and West End wards area it would be of benefit to them to be in this neighbourhood. For the other 50% it is still a central location with good bus routes. We have had consultations with parents and participants and all are happy with the idea of staying in the same area we have been operating for a number of years.

3.5.3 FLA Supplementary School

Currently we have 70 young people from 28 different nationalities aged 5 to 12 years old attending the Future Leaders' Academy Supplementary School. We are unable to grow our project because of the lack of space at our existing site despite having a waiting list of 30 young people. We aim to extend to 10 classes (150 pupils) within the next two years. The West End location has been working well for parents, particularly parents that are studying at University or those who work centrally. The location works out best logistically.

We carried out a survey and found that most people were happy with the practical and contemporary teaching approaches we adopt in delivering our lessons. A significant number of parents were very pleased with the FLA opening times. They enjoyed the relevant way in which the lessons were taught in a professional and child friendly environment. They particularly liked the themed days and extra-curricular activities such as Hajj Day, Spa Day and Story Times.

A few parents requested additional classes including homework help. Some parents would like to see more outdoor activities embedded in the curriculum. There is a particular demand for more classes for teenage boys and girls. Due to limited space at the moment, we are unable to provide this. Some wanted more parental involvement in FLA special events as well as to socialise and get to know one another.

3.5.4 Foodbank Referrals

At the moment, we provide food parcels to 80 households each month and this is increasing. 10% are in the West End ward and a further 35% in the neighbouring wards.

We also have a monthly Curry Kitchen that supports approximately 50 homeless clients on a monthly basis. This is mostly done in the West End area in partnership with the Salvation Army.

3.5.5 Budget Cooking Classes

We currently support 80 individuals through our weekly Budget Cooking classes. By having our in-house facilities, we would be able to extend that out to additional groups, our own members, and members of the local and neighbouring communities.



Budget Cooking Class service users, volunteers and example of cooked dish

3.6 Benefits to the Community

Yusuf Youth Initiative is a dynamic community-based organisation whose foundation is grounded in community cohesion. Our focus is on strengthening and bringing communities together simultaneously to affect holistic change. As an organisation we have three concepts that define community;

1. **Muslim Community** – There were circa. 4000 Muslims in Dundee in 2011 (Census 2011) with 50% of the population under the age of 30 years old. That number has risen with growing families, settled students and refugees from Bangladesh, Syria and the various African nations and also a large number of students who are enrolled at the cities universities. The main meeting hub for Muslims are the cities five mosques, two of which are in the West End ward. Yusuf Youth Initiative has been actively working with the Muslim community for 15 years and has close relationship with all the Mosques as well as Amina-Muslim Women’s Resource Centre, Dundee International Women’s Centre, Dundee University Islamic Society and the Al-Maktoum College. We actively work with 10% of the Muslim Community on a regular basis but engage with the majority of the population during larger events including our city wide Eid in the Park event. We aim to increase our direct reach to the Muslim community to 50% with a dedicated community premises.
2. **West End Ward** – A population of circa. 11,000 people and a large student community of approximately 20,000 students give us access to a large section of the Dundee population. Wedderburn House is also closely connected to Lochee, Coldside and City Centre/Maryfield wards. YYI has been based in the West End Ward since inception 15 years ago. We have strong links with local community groups in the area including student bodies. YYI has also secured a 25 year lease at the Victoria Park bowling green for use a community garden. We actively work with the schools (primary and secondary) in the area.
3. **Dundee Community** – With a population of 148,000 people, Dundee is split into eight community wards. Six of the eight wards have high levels of deprivation. YYI actively works in five of the six wards regeneration wards plus the West End and The Ferry. We work closely with the Community hubs and schools in each ward reaching out to approximately 3000 young people via our schools work, 3000 individuals through our delivery food bank and 3000 people through our Support cafes (In total approximately 9,000 individuals per annum or 6% of the population – this does not include the ethnic minority figures). This figure is based on primary contact we have with individuals. Secondary contact through partnership work and events increases these figures further.

3.6.1 Economic benefits for the West End and wider Dundee population

The new premises will aim to employ 60 people (currently 30) with full/part time roles. There will also be an opportunity for secondary roles and increased volunteering. This will increase employment levels in the city. We currently support 50+ volunteers weekly and are hoping to increase the contribution to 200 volunteers from the new building. A lot more opportunities will open up from a larger premises. Each of our volunteers have the opportunities of accreditation through the Saltire Award, Duke of Edinburgh Award, Dynamic Youth Award, and our own accreditation.

Our business incubator will support 15-20 young people into setting up new businesses. We aim to offer a partnership approach in the businesses where a portion of the profits would benefit YYI. This will increase entrepreneurship in the city, particularly with young people and open up different markets. We have only included very conservative figures of £5000-£9000 income per annum which would be on the basis of rental space for young people to set up incubators. We also aim to set up small companies and offer young people a partnership opportunity increasing our income further. This has not been factored into the finances but would increase our self-sufficiency even further.

We aim to increase self-sufficiency from our current 12% to around 64% in the next five years. This will allow our organisation to be less reliant on grant funding and donations. It will also allow our projects to forecast plans better.

The Centre will allow for us to host medium sized functions (up to 200 people) and also offer in-house catering and delivered catering for external events. We aim to generate £15,000 – £25,000 per annum over the next five years. We already have a £5000 annual contract for the support cafés and a plan to raise £12,000 annually from our monthly cultural nights.

The nursery will allow for us to employ additional skilled staff and also generate income via the Government placement scheme. Our nursery income will be £74,925 (*year 2*) to £99,900 (*year 5*) per annum. This will help support the development of the organisation and add a key service for our members.

3.6.2 Regeneration benefits for the West End and wider Dundee population

We will be able to increase our support to over 6000 adults through our support café programmes (currently 3000). This will mean more people can reach out to referral support, get advice, reduce social isolation and get opportunities in volunteering.

We aim to provide an in-house REHIS accredited Budget Cooking Course that is based around the NHS Cook-it programme and to support 250 people annually by training our existing delivery staff (over and above the 100 externally) with support around cooking healthy meals on a budget.

Through our larger foodbank space, we aim to support an increased number of people with emergency food parcels (currently support 2500-3000 households per annum).

We will be able to offer a dedicated advice/support service within Wedderburn House. This will service people living in the West End, Lochee, Collieston, City Centre, and our service users.

3.6.3 Health benefits for the West End and wider Dundee population

We will run 25 adult programmes supporting 400 people weekly (ranging from cooking, fitness, yoga, Arabic, martial arts, knitting and gardening) from the site. These will be targeted towards the minority and west end community groups. The aim is to take preventative measures around health by inculcating health-eating habits, fitness and volunteering.

We will maintain and grow our Mens Shed to incorporate a number of classes above including using the garden space. We will open up partnerships for existing Mens Shed groups or elderly individuals in the area. We aim to grow our Mens shed from 15 men to 50 men weekly. This will include non-minority ethnic individuals from the West End area.

We aim to run quarterly drop-ins with the NHS community groups around general health and wellbeing advice. We will run sessions to do health checks on site.

3.6.4 Social Wellbeing benefits for the West End and wider Dundee population

The ground floor will be used as a community space bringing together people from different nationalities and community groups at monthly social events. Each month we will organise an evening for 200 people to celebrate one of Dundee's nationalities with food and entertainment. This will be a fantastic opportunity for people to come and experience the diversity we have in the City.

We aim to organize monthly 'chill-out' nights for young people and adults attracting 50 young people at each session. This will be an opportunity for people to socialise, make friends and engage in opportunities within the Centre. We run these events at the moment but it varies from location to location. Having one permanent space gives young people a sense of belonging.

We will hold discussions around mental health, relationships, social media, volunteering, careers advice/support, and other relevant topics affecting young and the community.

3.6.5 Environmental benefits for the West End and Dundee

We aim to grow 500kg of food produced at our community garden which will be contributed towards the cooked food at Wedderburn House for our support cafés across the city and for the budget cooking programmes. We also aim to include fresh produce into our Foodbank bags such as fruit and vegetables.

We aim to engage with local groups and the minority community to get involved in gardening and growing local produce. Annually our target is to work with 200 individuals to provide basic horticulture training and also an opportunity to volunteer at the garden.

We will have a bicycle parking rack on site encouraging people to cycle the Centre and offering incentives to those who do (such as reduction in class fees).

We will also run cycling workshops teaching people how to ride a bike and offering to be a part of a cycling club and experiencing some of the beautiful sites/cycling routes we have in the City. We currently support 50 young people through a cycle programme. We aim to increase that to 100 young people annually and 50 adults. Cycling has many health benefits as environmental ones.

We are looking to install a renewable source of energy at the site reducing our carbon footprint for the building.

3.6.6 Reducing inequality within the West End and wider Dundee population

We aim to decrease inequalities around health for minority ethnic adults who are more prone to heart disease and diabetes. This is mainly due to diet and physical exercise. By creating prevention measures through our health and environmental measures above, we aim to decrease these diseases amongst minority individuals. We also aim to encourage a positive and healthy lifestyle amongst young people so that they don't incur any difficulties as they grow older.

We will work towards decreasing inequalities around employment. Statistics suggest that there is often a high level of discrimination towards minority employment. This can be partially due to language barriers, cultural barriers, or generally a lack of experience in the workplace. By increasing the confidence and life skills of our clients, we aim to make them more employable and find opportunities to support them into gaining employment. We will work with employers and local agencies to host events at the Centre to encourage more minority people to apply. This will not be limited to the minority ethnic population but extended to members in the West End area.

3.7 Involvement of the Community and Services Users in Running the Centre

Yusuf Youth Initiative has always consulted young people using the projects alongside their parents in the development of our activities. Previously, when the organisation ran a community centre in Brown Street (Dundee) there were community groups who used the facilities. Each project had its own timetable of activities and there were a series of wider community events.

In the case of the Wedderburn House, as the facilities will again be available to the local community there will be regular consultations with our service users and community groups about events and activities they would like to see at the Centre. There will also be discussions with local groups in the area to ensure there is no duplication of activities.

As part of our consultation there will be an events committee set up at the Centre. This will be collaboration between the operations managers of each project, the CEO, and keen volunteers. They will ensure that we develop a full timetable for the Centre and that reflects the consultations carried out.

4 FINANCIAL ASSESSMENT AND SUSTAINABILITY

The Wedderburn House offers YYI great possibilities for the expansion of existing services and the development of new projects supporting our vision and values.

YYI's Five Year Financial Plan from April 2019 to March 2024 is attached at *Appendix 3*. With an opening of balance of £25,000, an expected income of £242,070 for the first year, and an expected expenditure of £260,287 for the first year, we will have a surplus of £6,782. With added space we aim to launch our income generating projects straight away with the hope of generating greater income from year 2. For future years our income increases against expenditure showing a continuously rising surplus.

In section 4.2.2 there is a breakdown of grant funding for our projects which has been secured and applied for/pending.

In relation to NHS Tayside providing the premises to us, we have included a contribution of £50,000 to the NHS. This would take the form of a lump sum payment on purchase. A separate restricted fund is allocated towards the purchase not included in the financials.

4.1 Viability

Based on our 5-year plan we aim to start the first year with an 30% self-sufficiency. We aim to increase our self-sufficiency to 64.1% in the next five years. This will ease our reliance on grants and public donations; although both of these are likely to increase with an established centre that people visit. Owning a site generally attracts grants and investments as donors/investors can see a long-term potential in the activities.

Our core running costs for the building (not including the projects themselves) are estimated to be £50,000, this will include the £32,000 estimated for running the site (utilities) and £18,000 to employ a Facilities Admin Staff and a Cleaner. This is equivalent to approximately £4,000 per month (or £961 per week). This is not a large amount as our past financial reports have shown us managing annual expenditures in excess of £200,000.

4.2 Fundraising Strategy

4.2.1 Income from our Projects and the Community Space

See *Appendix 3*.

4.2.2 Income Grants from Charitable Trusts and Foundations

We make applications to grant funding organisations for particular projects.

Grants awarded from April 2019 (included in the Financial Projections)				
Funding Source	Project	Date of Application	Amount	Capital or revenue
Young Start Fund	Youth Clubs / ChangeMakers	2019	£33,150 per annum for 3 years	Revenue
Robertson Trust	ChangeMakers	2019	£12,050 for 2 years	Revenue
Scottish Council For Voluntary Organisations	YYI Youth Placements	2019	£22,000	Revenue
Al Maktoum College	Engage Project	2019	£5000	Revenue
NHS Community Innovation Fund	Engage Project	2019	£5000	Revenue
Dundee City Council	Taught by Muhammad	2019	£15000	Revenue
Bright Futures Initiative	Taught by Muhammad	2019	£5000	Revenue
Cashback for Communities	YYI Youth Clubs	2019	£2000	Revenue
Grow Wild UK Fund	YYI Youth Clubs	2019	£4000	Revenue
TOTAL		2019 - 2020	£103,200	

Grant funding requested in 2019 (included in the Financial Projections)				
Funding Source	Project	Date of Application	Amount	Capital or revenue
Dundee City Council	Taught by Muhammad	2019 – Expected May 2019	£15000	Revenue
Scottish Southern Energy	Taught by Muhammad	June 2019	£7500	Revenue
BBC Children in Need	Youth Clubs	2019 – September	£12,050	Revenue
Al Maktoum College	Engage	2019-October	£5,000	Revenue
NHS Community innovation Fund	Taught by Muhammad	Until sept 2019	£4,800	Revenue
Henry Duncan Fund	Engage	June 2019	£7, 500	Revenue
TOTAL awaited		2019 - 2020	£51, 850	

4.3 Risk Assessment

Risk Management for Wedderburn House Centre

YYI has examined the main risks which could affect YYI, our use of the Wedderburn House, and the successful delivery of our aims and objectives.

These are assessed in the table below with proposed methods for preventing them or for dealing with them should they become a reality.

No.	What is the risk	What could be affected	In what way	How it can be prevented or mitigated
1.	Quality of Management Committee Members	The whole organisation	Lack of control by the main and responsible people	<ol style="list-style-type: none"> 1. Make sure Management Committee Members are in control of YYI, take strategic and policy decisions, and are engaged 2. Hold annual review days for Vision and Strategy Development 3. Provide good quality training for all new directors 4. Have directors with complementary skills
2.	Lack of funding	Projects run from the Wedderburn House	Current projects could shut down, new projects not be started	<ol style="list-style-type: none"> 1. Robust financial management with the Management Committee in close control 2. A Fundraising Strategy which is reviewed and updated quarterly 3. Fundraising support from Management Committee, staff and volunteers 4. Monitoring and evaluation of projects to prove successes 5. Learning, evaluation, and planning for future projects
3.	Lack of members and participants	The whole organisation	Projects cannot work without participants	<ol style="list-style-type: none"> 1. Make sure members and participants are involved and consulted regularly about what projects they need and want 2. Make sure members and participants feel a valued part of YYI 3. Assess the need for projects before setting them up
4.	Lack of confidence in the Centre	Members and participants	Concern about professionalism of people working in the Centre	<ol style="list-style-type: none"> 1. Management Committee to have strong policies in place: recruitment of staff and volunteers; safeguarding of children and vulnerable adults; confidentiality; staff management, support and supervision 2. All staff and volunteers to have

				<p>PVG checks carried out</p> <p>3. All staff and volunteers to take part in structured training packages</p>
5.	Competitor organisations	Members and participants	Move away to competitors' projects	<ol style="list-style-type: none"> 1. Develop partnerships where possible 2. Reduce duplication of services, try to complement each other 3. Be clear about YYI's USP, where our expertise lies and our Vision
6.	Local community with negative reaction to YYI due to NHS facility closing	Members and participants	Unwilling to attend the Centre	<ol style="list-style-type: none"> 1. Early community contact to be made before asset transfer takes place 2. Discussions about what the local community needs and how YYI can help 3. Regular invitations to the local community to visit and share in activities
7.	Wedderburn House Centre has unforeseen costs	Access to the building	Construction and maintenance issues need addressed	<ol style="list-style-type: none"> 1. Full survey to be carried out before asset transfer 2. Cost of any works required to be factored into financial projections 3. Maintenance checks to be carried out monthly 4. Full building condition review to take place annually
8.	Increasing Islamophobia / changing social climate	External communities attitude to the Wedderburn House and YYI	Wider community's worries about YYI and what it might be doing	<ol style="list-style-type: none"> 1. Maintain and continue increasing YYI's outreach work 2. Maintain and continue increasing integration initiatives: cultural events, visits to schools, regeneration work 3. Hold regular invitation events inside the Centre for the local community to visit and get to know Management Committee, staff and volunteers

5. WHY CHOOSE YYI'S BID

We believe that the services provided by the Yusuf Youth Initiative makes a positive difference to the lives of young people in Dundee. In the next 3-5 years we will be able to demonstrate the following outcomes if we are able to expand into the Wedderburn House premises.

5.1 Strategic Aims and Objectives

Our 3-5 year strategic aims and objectives have been developed to be in synchronisation with our five areas of work. Our aims and objectives are reviewed, amended, and adjusted consistently to reflect the progress and changes we see occurring across YYI's work. Whilst we are committed to our strategic goals, we acknowledge that the strategic direction of YYI must be flexible to accommodate any and all unforeseen circumstances.

5.1.1 Education

We support young people starting from 3 years old to adults ensuring children have the best start in life and are ready to succeed and are part of a community that is better educated, more skilled, and more successful

Aim – Increased opportunities for Muslim and minority ethnic young people to gain knowledge and experience through a holistic development programme

Objectives – The development of Future Leaders Academy to expand to 10 classes with 150 pupils in addition to the improvement and expansion of the FLA curriculum and activities

Aim – The establishment of a nursery in Wedderburn House to increase our youth provision for 3-5 year olds through a daily programme.

Objectives – Increase employment opportunities offered at Yusuf Youth Initiative employing qualified staff to manage and run the nursery. Provide day-care for 40 children offering morning or full day placements within the City Centre focusing around the Steiner methodology of learning. Create a training programme for apprentices and young people.

Aim – Increased opportunities for minority adults and the local population through educational programmes ranging from Arabic, knitting, cooking, and gardening.

Objectives – To cater for up to 400 adults in weekly educational/health based programmes and developing the skills/experience of the clients – training them up to be mentors and teachers These will be incorporated into 25 classes (15 classes focused on education and 10 focused on health).

5.1.2 Health

We encourage health initiatives within our projects for young people and adults to give people an opportunity to live healthier lives. We aim to support people so that they are able to maintain their independence as they get older and are able to access appropriate support when they need it.

Aim – Increased opportunity for minority adults and the local population to engage in health based programmes ranging from badminton, cycling, and fitness classes.

Objectives – Cater for up to 400 adults to take part in weekly programmes (10 classes – accounting for 150 people – to take part in health based programmes). Offer accreditation through some of our programmes giving participants opportunities to go into training programmes (i.e. cycle leadership and sports leader awards.)

Aim – Supporting minority adults and the local population with information, discussions and seminars around keeping healthy, dietary information and also general preventative measures around diseases and illnesses

Objectives – Run quarterly seminars focused on health and wellbeing; both mental and physical. Work with partners to provide referral expertise for those who need it. Provide quarterly health checks alongside the NHS community nurses.

5.1.3 Anti-Poverty

Through our anti-poverty initiatives, we aim to tackle the significant inequalities in Scottish society and improve the life chances of children, young people and families that are at risk. Through this, we aim to create a strong, resilient and supportive community where people take responsibility for their own actions and how they affect others.

Aim – To support disadvantaged clients around tackling short-term and long term poverty through our daily foodbank, support cafés and budget cooking courses.

Objectives – To increase our foodbank space to accommodate for potential grown of client need. Increase the provision of our support cafés across Dundee. We currently support 300 clients weekly and will have the provision to double that number to 600 clients weekly. Increase the provision of budget cooking courses. We will be able to deliver 50 courses over the year supporting 350 clients across the City. These courses are REHIS accredited.

5.1.4 Employment

We support young people to realise their full economic potential by providing more and better employment and training opportunities.

Aim – *Increased opportunities for Muslim and minority ethnic young people to become champions for social enterprise*

Objectives – Increasing numbers and quality of social enterprise projects. Young people taking the lead on developing and implementing projects and campaigns.

5.1.5 Youth Development

Through our youth development programmes, we aim to ensure our young people are successful learners, confident individuals, effective contributors, and responsible citizens.

Aim – More Muslim and minority ethnic young people with increased skills

Objectives – Increased numbers of volunteers. Increased numbers of young people taking part in a weekly development programme

Aim – More Muslim and minority ethnic young people enabled to engage with mainstream services

Objectives – Continuing positive engagement with relevant mainstream organisations. Utilising specific social action programmes to equip young Muslim and minority ethnic people to seek out and engage with mainstream organisations.

Aim – Increased cohesion and integration among Muslim and minority ethnic young people and community groups

Objectives – Improved communication between young minority ethnic people and the wider community. Improved awareness about rights and responsibilities as citizens.

APPENDICES

1. External stakeholders: partners and organisations
2. Letters of support (16)
3. 5 year financial projections
 - Income and expenditure April 2019 to March 2024

Appendix 1 External stakeholders we work with

Partners

We work in partnership with several different organisations in order to progress our aims and objectives to promote and support the needs of young BME people.

- **Dundee City Council Youth work teams:** for collaborative work in schools including an integration project and sporting activities for young people
- **Faith in Community Dundee:** FiCD is part of Faith and community Scotland, who's focus is to empower faith groups to play a more active role in alleviating poverty in Scotland. The work in Dundee started from a 'Big 5' campaign in Dundee launched by YYI and the Discovery Food project.
- **Dundee Central Mosque:** Annually YYI works alongside the Dundee Central Mosque to organise a doors open day (part of the city wide open day programme). The aim is to introduce the visitors to the Mosque, its architecture, the people and also the values and practices of faith.
- **Salvation Army:** YYI has organised a series of anti-poverty initiatives with local partners in the city including feed the needy food bags and soup kitchens. Currently we do a monthly Curry kitchen at the Salvation Army premises serving 40-50 homeless clients.
- **AMINA MWRC** – we have engaged in several campaigns with AMINA including the campaign against domestic violence, I speak for myself and the One World Campaign.
- **Dundee Schools** – We carry out presentations to primary and high schools across Dundee building understanding between the Muslim community and the wider community. We also run health drop-in workshops and a listening service in some of the City's high schools.
- **Dundee City Council** - we carry out weekly sports classes at City Council Sports halls with minority young people to encourage them into sport and gain accreditation. We also do a monthly swimming programme for adult men. We work with the Local Partnership in the regeneration wards to develop anti-poverty strategy and youth diversionary programme across the City.
- **BME Forum** – A collation of minority organisations in Dundee led by Volunteer Centre Dundee. We come together to set our priorities for the minority community in Dundee and set out an action plan to address these issues.

Organisations we have a working relationships with:

1. Tayside Police
2. Amina Muslim Women's Resource Centre
3. Dundee Central Mosque
4. Penny Appeal
5. Islamic Relief
6. Interpal
7. Ummah Welfare Trust.
8. Olive Grove Foundation
9. Dundee City Council

10. Young Scot
11. CEMVO (Council of Ethnic Minority Voluntary Organisations)
12. Skills Development Scotland
13. BEMIS
14. Faith in Community Scotland
15. Dundee Community Centre
16. Dundee Central Mosque
17. Al Maktoum College
18. Al Maktoum Mosque
19. Masjid Bilal, Dundee
20. Masjid Tajdar Madina, Dundee,
21. Imam Muhammad Zakariyya School, Dundee
22. Dundee Foodbank
23. Dundee Voluntary Action
24. ASH Scotland
25. Sports Development Team (Dundee)
26. Duke of Edinburgh
27. Ancrum Outdoor Centre
28. DEAP Ltd (previously Dundee Employment and Aftercare)
29. Maryfield Youth Team
30. Showcase the Street
31. Dundee International Women's Centre
32. SAMH (Scottish Association for Mental Health)
33. Friends of Baxter Park
34. Addaction
35. Action for Children
36. Stobbies 4 Aye
37. Common Weal
38. Dundee Scouts
39. Dundee MPs and MSPs
40. Dundee Councillors
41. Lord Provost of Dundee
42. Dundee Turkish Society
43. Dundee Saudi Club
44. Malaysian Society
45. Dundee North Law Centre
46. Citizens Advice Bureau
47. Dundee Carer Centre
48. Shelter Scotland
49. Boomerang
50. Welfare Rights Team
51. Salvation Army
52. Dundee West Youth Team
53. Faith in Community Dundee
54. Volunteer Centre
55. Police Scotland
56. Dundee University Islamic Society
57. Abertay University Islamic Society

Appendix 2 Letters of support

Please find attached nine letters of support from elected officials, community organisations, statutory bodies and members of the local authority. These letters of support show the diverse and citywide support the organisation has for its work.

The list of organisations/individuals is below.

1. Joe Fitzpatrick MSP – Dundee West
2. Dundee Citizens Advice Bureau
3. Faith in Community Dundee
4. Stobswell Forum Community Group
5. Cllr Lynne Short, Convener City Development Committee
6. Stuart Fairweather, Communities Officer Maryfield Ward
7. Victoria Park Primary School, Dundee
8. Volunteer Dundee
9. Dundee Islamic Society – Central Mosque
10. Bailie Cllr Macpherson, West End ward.
11. Dundee University Islamic Society
12. Harris Academy
13. NHS – Keep Well Team
14. Tayside Islamic, Cultural and Education Centre.
15. Aydyia
16. Al Maktoum College

Joe FitzPatrick MSP
Dundee City West
Scottish National Party



The Scottish Parliament
Pàrlamaid na h-Alba



RETURN ADDRESS: 37 Dock Street, Dundee, DD1 3DR
John Brown
Chairman, NHS Tayside
Level 10, Ninewells Hospital and Medical School
Dundee,
DD1 9SY

37 Dock Street
Dundee DD1 3DR
t: 01382 843244

e: joe.fitzpatrick.msp@parliament.scot
www.joe.fitzpatrick.scot

Tuesday, 9th October 2018

Dear John,

I understand that the Yusuf Youth Initiative (YYI), a charity based in my constituency, is in the process of submitting a Community Asset Transfer request to NHS Tayside related to Wedderburn House.

The YYI run a number of successful projects in the local area, such as Taught by Muhammad, an outreach programme aimed at building an understanding between the Muslim and wider community that, amongst other things, provides emergency food parcels to vulnerable people across the city, as well as a fortnightly curry kitchen in partnership with the Salvation Army.

I am advised that YYI has significant support within the community that it represents, having consulted with local community members over a number of months now. I am informed that having a larger and more permanent base from where to operate would provide the organisation with the space and stability it needs to expand upon its work.

In my capacity as local MSP for Dundee City West, I would be very grateful if the YYI's application could be carefully considered and would very much appreciate if NHS Tayside could fully explore any possibilities to support their ongoing work.

Yours sincerely

Joe FitzPatrick MSP (Dundee City West)



[facebook.ccm/JoeFitzPatrickSNP](https://facebook.com/JoeFitzPatrickSNP)



twitter.com/JoeFitzSNP

DUNDEE CITIZENS ADVICE BUREAU



To Whom it May Concern

16th March 2019

Dear Sir/Madam

YUSAF YOUTH INITIATIVE – ASSET TRANSFER OF WEDDERBURN HOUSE

I write on behalf of Dundee Citizens Advice Bureau to give our support for the application by the Yusuf Youth Initiative (YYI) for the asset transfer of Wedderburn House.

We currently work in partnership with the YYI by providing advice to clients at the community cafes they provide throughout the city and are wholly supportive and impressed by the community work they do through the city.

We strongly support this application and believe that if the project had a permanent base from which to operate this can only be beneficial to the community.

Yours faithfully

Tracy McNally

Tracy McNally
Director
Dundee Citizens Advice Bureau

Dundee Citizens Advice Bureau

Central Library,
Level 4, Wellgate Centre
Dundee, DD1 1DB

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John Brown
~~Chairman~~ NHS Tayside
Level 10, Ninewells Hospital and Medical School
Dundee,
DD1 9SY

25.2.19

Dear John

It has come to my attention that Yusuf Youth Initiative (YI) is currently in the process of submitting a Community Asset Transfer request for Wedderburn House to NHS Tayside.

We have worked in partnership with Yusuf Youth Initiative on many occasions in the past and continue to do so now. Under the banner of YI they run a number of fantastic initiatives that have a positive impact on the communities of Dundee – Taught by Muhammad runs a foodbank and drop-in cafes that offer free food and advice to those impacted by welfare reforms as well as fortnightly curry kitchens for people who are homeless; Changemakers builds real volunteering opportunities for young people to help them on their journey to further study and/or work; Taught by Muhammad run an outreach programme that helps build understanding between the Muslim and wider community; YI run a large number of youth clubs for young people as well as the Future Leaders Academy.

I am aware that they need to expand their premises, that they have outgrown their current space and would like to develop their work further. I hope that NHS Tayside would consider their application for asset transfer, recognising the work they do has a positive impact on the health and well-being of many people within this city.

Yours,

Jacky Close
Development Coordinator

Kirkton Community Centre, Derwent Avenue, Dundee DD3 0AX

t: 01382 825351 e: jacky@faithincommunitydundee.org
m: 07982064753 w: www.faithincommunityscotland.org

Faith in Community Dundee is an initiative of Faith in Community Scotland
Faith in Community Scotland is a charity registered in Scotland, No: SC036787. Limited Company: 288837

John Brown
Chairman , NHS Tayside
Level 10, Ninewells Hospital and Medical School Dundee ,
DD1 9SY

6th February 2019

I understand that the Yusuf Youth Initiative (YYI), a charity based in Dundee is in the process of submitting a Community Asset Transfer request to NHS Tayside related to Wedderburn House.

The YYI run a number of successful projects in the local area, such as Taught by Muhammad, - an outreach programme aimed at building an understanding between the Muslim and wider community that amongst other things, provides emergency food parcels to vulnerable people across the city , as well as a fortnightly curry kitchen in partnership with the Salvation Army and a free 'Food on Friday' programme in Stobswell each week.

We believe that YYI commands significant support within the community having consulted with local community members over a number of months now.

I think that that having a larger and more permanent base from where to operate would provide the organization with the space and stability it needs to expand upon its work.

In my capacity of Chair of the Stobswell Forum, I would be very grateful if the YYI's application could be carefully considered and would very much appreciate if NHS Tayside could fully explore any possibilities to support their ongoing work .

Yours sincerely
Colin Clement
Chairperson
Stobswell Forum - Community Group

John Brown
Chairman, NHS Tayside
Level 10
Ninewells Hospital and Medical School
Dundee
DD1 9SY

If calling please ask for
Cllr Lynne Short, 01382 433426
E-mail address
lynne.short@dundee.gov.uk

Our Ref	LS/FB
Your Ref	
Date	25 March 2019

Dear John

I understand that the Yusuf Youth Initiative (YYI), a charity based in my constituency, is in the process of submitting a Community Asset Transfer request to NHS Tayside related to Wedderburn House.

The YYI run a number of successful projects in the local area, such as Taught by Muhammad, an outreach programme aimed at building an understanding between the Muslim and wider community that, amongst other things, provides emergency food parcels to vulnerable people across the city, as well as a fortnightly curry kitchen in partnership with the Salvation Army.

I am advised that YYI has significant support within the community that it represents, having consulted with local community members of a number of months now. I am informed that having a larger and more permanent base from where to operate would provide the organisation with the space and stability it needs to expand upon its work.

In my capacity as Dundee City Council City Development Convener I would be very grateful if YYI's application could be carefully considered and would very much appreciate if NHS Tayside could fully explore any possibilities to support their ongoing work.

Yours sincerely

Lynne Short
Convener, City Development Committee
Councillor for Manfield Ward

John Brown
Chairman
NHS Tayside
Level 10
Ninewells Hospital & Medical School
DUNDEE
DD1 9SY

Elaine Zwiwein
Executive Director of Neighbourhood Services

Maryfield Regeneration Team
Arthurstone Library
Arthurstone Terrace
Dundee
DD4 6RT

Tel: 01382 438858
Email: stuart.fairweather@dundee.gov.uk

If calling, please ask for
Stuart Fairweather 01382 438858

Email: stuart.fairweather@dundee.gov.uk

Our Ref: **SF/PD**

Your Ref:

Date: **6th March 2019**

Dear John

I understand that the Yusef Youth Initiative (YYI) is in the process of submitting a Community Asset Transfer request to NHS Tayside related to Wedderburn House.

The YYI run a number of successful projects in the Stobswell area, such as Taught by Muhammad, an outreach programme aimed at building an understanding between the Muslim and wider community.

I understand that YYI has significant support within this part of Dundee for the contribution it makes to the local community plan. I further understand that having a larger and more permanent base from where to operate would provide the organisation with the space and stability it needs to expand upon its work.

In my capacity as Communities Officer for the Maryfield ward I would be very grateful if the YYI's application could be carefully considered and would very much appreciate if NHS Tayside could fully explore any possibilities to support their ongoing work.

Yours sincerely



Stuart Fairweather
Communities Officer – Maryfield

If you have trouble understanding English please contact the address below

اگر آپ کو انگریزی سمجھنے میں مشکل پیش آتی ہے تو ہمارے ممبرانی سچے درجے پر رابطہ کریں:

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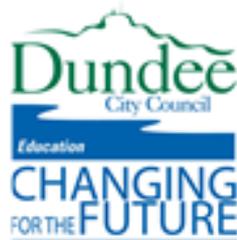
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Tel: 01382 435425 Fax: 01382 435905

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Property Factor Registration Number PF000176





Victoria Park Primary School

Mrs – Head Teacher

1 Glenagles Road, Dundee DD2 2AB

Tel 01382 435307

Fax 01382 435320

Email vicloriapark.primary@dundeecc.gov.uk

Children and Families Service

20th March 2019

To whom it may concern,

I write in support of the application by Yusuf Youth Initiative (YYI) in relation to the application to acquire Wedderburn House, 1 Edward Street, Dundee.

YYI support our school, community and families in a variety of ways. We have benefitted from a programme delivered to our pupils which promotes understanding of faith and culture as well as family support with food parcels and budget cookery.

The acquisition of this building, within our school catchment area, will greatly assist YYI to have a base in the community which they so ably support and serve.

I ask that this application be considered positively and the building is then used to support the growth of the work and support provided by YYI.

Yours sincerely,

Lesley-Anne Weir

Head Teacher
Victoria Park Primary School



Volunteer Dundee

To whom this may concern,

With regards to Yusuf Youth Initiative's bid for premises at Wedderburn House, we would like to submit a letter of recommendation.

We have worked closely in partnership with Yusuf Youth Initiative for a few years and we really value that the work that they do. We have processed multiple Saltire Awards for the young people who attend a variety of groups within the organisation as well as recognise them at our annual Youth Volunteering Awards ceremonies. We recognise YYI being an inclusive and friendly organisation for us to recommend young people volunteering at and through securing a central location will allow more young people to have access to the wonderful services they provide.

We hope you will consider this bid preferably

Kind Regards,

Amanda Leitch
Youth Volunteering Worker

Megan Crossan
Youth Volunteering Worker (Care Homes)

Volunteer Dundee
Gateway West
7 Luna Place
Dundee DD2 1XF

T: 01382 305705
E: info@volunteerdundee.org.uk
W: www.volunteerdundee.org.uk



Dundee TSI is a partnership between Dundee Social Enterprise Network, Dundee Voluntary Action and Volunteer Dundee

Volunteer Centre Dundee, operating as Volunteer Dundee, is registered in Scotland as a charitable company limited by guarantee. Scottish Company No: SC257436, Scottish Charity No: SC027529 Registered address: Gateway West, 7 Luna Place, Dundee DD2 1XF

Dundee Islamic Society
Dundee Central Mosque
6 Miln Street
Dundee
DD1 5BZ

27th March 2019

To whom it may concern

Dundee Islamic Society has been in support of Yusuf Youth Initiative since its inception in 2004. There has been a strong collaboration between the two organisations over the years in support of the Muslim and wider community of Dundee.

We value the work Yusuf Youth Initiative does in Dundee for the entire community. Their service to young people, adults and the elder community is welcomed and we support them in any way we can. We would like to show support to Yusuf Youth Initiative to acquire Wedderburn House and wish them well for the future.

Sincerely Yours,



Muhammad Bashir Chohan
Chairman – Board of Trustees
Dundee Islamic Society
Tel: 07802 211 313

5th October 2018

To whom it may concern

Dear Colleague

Yusuf Youth Initiative - Wedderburn House

I write to give my strong support for the application by Yusuf Youth Initiative (YI) in relation to its application to acquire Wedderburn House, 1 Edward Street, Dundee.

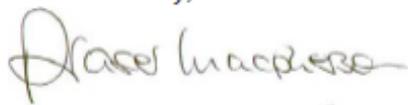
Over the past few years, I have been hugely impressed by the work of YI in building programmes that encourage and enthuse young people across Dundee. The community projects undertaken have been of demonstrable benefit, not just to the young people participating, but to the community as a whole in the city.

YI has an impressive track record in helping community integration and building the confidence, interpersonal skills and employment opportunities for local young people.

The acquisition of Wedderburn House will greatly assist YI to have one quality base for the initiative that will allow YI to grow its activities into the future.

I have no hesitation in supporting YI's application.

Yours sincerely,



Bailie Fraser Macpherson
Councillor for the West End Ward
Dundee City Council



3 AIRLIE PLACE
UNIVERSITY OF DUNDEE
NETHERGATE DD1 4HP
duis@dundee.ac.uk

Dear Sir/ Madam

We would like to thank Yusuf Youth Initiative for their continued support and integration in numerous campaigns and projects throughout the years. We have found Yusuf Youth Initiative to be reliable, creative and helpful with the intent to improve community relation within Dundee. The amount of support and advice given to us, which has helped us to increase and reach new members as a society, is something which is priceless. We are confident that if Yusuf Youth Initiative secures a new and larger site, they would be able to aid us in many more campaigns in and around Dundee. We wish them all the best for any future projects along with the acquisition of new premises in Wedderburn House.

Kind Regards

Dundee University Islamic Society (DUIS)

A handwritten signature in black ink, written over a horizontal line. The signature is cursive and appears to be the name of a representative of the Dundee University Islamic Society.

Harris Academy

Bany Millar – Head Teacher

Perth Road
Dundee DD2 1NL

Tel: 01382 435700

Email address – harris@dundee.gov.uk
Follow us on Twitter – [@harrisacadundee](https://twitter.com/harrisacadundee)



Tuesday 26 March 2019

To whom it may concern

Re: Yusuf Youth Initiative (YYI), – Wedderburn House

YYI have worked in partnership with staff at Harris Academy for three years. Their work has been invaluable in supported our pupils to participate positively in their local community. As a result of their input at Harris, pupils have taken part in budget cooking courses and are volunteering at the Taught by Muhammad Food Bank. YYI currently contribute towards raising young people's attainment through accreditation – our young volunteers are working towards their Saltire Awards. Pupils have spoken positively about their experience as a result of working with them. As a member of staff, I have observed that the pupils' social and moral awareness has improved dramatically: Many young people have expressed an interest in actively participating in their community as a result of their work.

YYI have met with Harris groups and attended the Health Drop-in on a number of occasions. This has promoted a better understanding between the Muslim community and young people.

I believe the work of YYI is invaluable within the city of Dundee and I would fully support YYI's application for Wedderburn House.

Yours sincerely,

Carla Byrne
Pupil Support Worker
Harris Academy
Perth Rd
DD2 1NL

If you have trouble understanding English please contact the address below

اگر آپ کو انگریزی سمجھنے میں مشکل پیش آتی ہے تو براہ مہربانی نیچے دی گئی پتہ پر رابطہ کریں:

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Tel: 01382 436825 Fax: 01382 436825

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Senior Keep Well Nurse
Keep Well Community Team
Kings Cross Hospital
Room 1015
Cleington Road
DUNDEE
DD3 8EA

Telephone – (01382) 424014

Date: 26th March 2019

Dear Colleague

Yusuf Youth Initiative

I am writing to support the application for Yusuf Youth Initiative (YYI) regarding a potential Community Asset Transfer request to NHS Tayside related to Wedderburn House.

I have been supporting YYI through Taught by Muhammad and their food bank over several years and I provide nursing input at the drop in cafes. These services are invaluable to local communities in reducing health inequalities and assisting vulnerable people in times of need.

Having a larger more permanent base is essential to the smooth running of this organisation and I would be delighted if they could be considered for the Community Asset Transfer for Wedderburn House.

If you require any further assistance, please do not hesitate to contact me.

Thank you.

Beverley Knight
Senior Keep Well Nurse





Jamia Masjid Tajdar-E-Madina
Tayside Islamic & Cultural Education Centre

Our Ref. 96786

22nd March 2019

To Whom it concerns

On the behalf of Tayside islamic and cultural education society Dundee I would like to wish Yousaf youth initiative (YYI) all the best for the application they have submitted for the premises at Weddern Burn House Edward Street Dundee.

We are mostly familiar with the work undertaken by YYI and many of our congregation will benefit from having their services at our doorstep.

YYI have approached us on several occasions over the years to do collaborative work for the benefit of the community and we have always found them to be very professional and focused.

We support their application.


Qaisar Qadri
Secretary.



Aydy Limited
5 Gateway West
Luna Place, Dundee Technology Park
Dundee, DD2 1XF
Scotland, United Kingdom

www.aydya.co.uk

27 March 2019

To whom it may concern

Dear Sir/Madam,

We write to offer our unconditional support for the open application by Yusuf Youth Initiative (YYI) to acquire Wedderburn House, Dundee by way of asset transfer.

Unfortunately we are living in times when communities are dealing with increasing economic, social and political challenges. In the absence of suitable solutions being delivered by government – local charities have taken up the mantle to try and cover the requirements of local communities. YYI have an excellent track record in doing just such work – for the benefit of the entire Dundee community.

Covering such diverse areas as food poverty, employment training, children's education, outreach work with seniors and the homeless, recycling and mental health and wellbeing; we have witnessed the clear and positive impact the work performed by YYI has had on many sections of the community - all this despite working without a permanent base of operations and the resulting lack of capacity.

It can only be concluded that with the stability and increased capacity offered by purchasing Wedderburn House, the work YYI would be able to do would be multiplied – bringing both continued and additional support to the Dundee community. Founded and run by Dundee people, this transfer represents an ideal opportunity to allocate resource to a charity proven to have the ability, drive and heart to work to try and meet the needs of Dundee people.

Dundee is clearly and demonstrably investing in its buildings and infrastructure – this is a chance to extend that investment into our people...

For this reason we unequivocally support YYI's application.

Kind regards,

A handwritten signature in black ink, appearing to read "Sheryar Adam".

Sheryar Adam
Director

Al-Maktoum College of Higher Education,
124 Blackness Road, Dundee DD1 5PE,
Scotland, UK

T +44 (0) 1382 908 070
E info@almcollege.org.uk
almcollege.org.uk



Al-Maktoum College
of Higher Education

26 March 2019

NHS Tayside Headquarters
Ninewells Hospital & Medical School
Dundee
DD1 9SY

Sirs,

LETTER OF SUPPORT - WEDDERBURN HOUSE

We write in support of the YUSUF YOUTH INITIATIVE (YYI).

The organisation is known to us since its foundation back in 2004. The work they undertake in relation to youth development and support is very valuable and much needed during times when Muslim youth are facing many challenges.

Among the organisation's aims is to support minority young people in becoming effective contributors to their communities both at the local and national levels. They run educational and development programmes in support of the young people aimed at increasing their confidence and developing their life skills. Their other activities include developing young leaders, tackling poverty among local communities and developing the skills of volunteers for the benefit of the wider society.

Since 2013, the Al-Maktoum College Community Sponsorship Fund has provided the YYI with financial assistance in support of their programmes.

We are delighted to support the YYI and their work and wish them continued success for the future.

Yours faithfully

A handwritten signature in blue ink, appearing to read 'A. G. Abubaker'.

Dr A G Abubaker
Acting Head of College

Appendix 3 Finances

	2019-20	2020-21	2021-22	2022-23	2023-24	
Opening Balance	25000	6782.5	12442.5	14325	30107.5	
Income						
Standing Orders	3000	4000	4500	5000	5000	
Grants	150,000	150,000	150,000	150,000	150,000	Grants Required
FLA Nursery - Govt Subsidy		74925	74925	87412.5	99900	8-40 pupils over the 5 year period
FLA Nursery - Parental Contribution	14400					12 pounds - 1/2 day session
FLA Supplementary School	25900	33300	40700	48100	55500	70 - 150 pupils over the 5 year period
Youth Club - Fees	7770	11100	13320	16650	16650	70 -150 people over 5 year period
Office/Room Hire	3000	6500	7000	7500	8000	Hire to small business/charity
Income from Two Lights Incubator	5000	6000	7000	8000	9000	
Income from Adult Classes	6000	12000	18000	24000	24000	
Events/Room Hire	1000	2000	2500	3000	3500	Kitchen, Monthly & Weekly Events
Café/Catering	15000	20000	20000	20000	25000	Daily Kitchen and Catering
Donations/Fundraising	11000	12000	12000	14000	15000	
Total Income	242070	331825	349945	383662.5	411550	
Expenditure						
Staff cost (gross)						
Chief Executive Officer	35000	35000	36000	36000	37000	
Executive Assistant	9360	9360	9880	9880	9880	20hrs per week
Facilities Manager		21000	21000	21500	21500	37.5hrs per week
Administrator		9360	9880	9880	9880	30hrs per week
Kitchen staff	9360	14040	14040	18720	18720	20-37.5hrs per week
Cleaner	9360	9360	9360	9360	9360	20hrs per week
TBM Project Manager	14000	14000	21000	21500	22000	30-37.5hrs per week
Foodbank	5000	5000	5000	5000	5000	10hrs per week
Presentation Co-ordinator	3000	3000	3000	3000	3000	5hrs per week
Support Café Coordinator	9360	9360	9880	9880	9880	20hrs per week
YYI Youth Project Manager	12000	12000	13000	14000	14000	20-30hrs per week
- Sessional Staff	800	3200	4800	4800	4800	
ChangeMakers Project Manager	12000	12000	13000	14000	14000	20-30hrs per week
- Graphics/Marketing	11000	11000	11500	11500	12000	
ENGAGE Project Manager	12000	12000	13000	14000	14000	20-30hrs per week
- Support Worker	2340	2340	2340	2340	2340	5hrs per week
- Gardener	7020	7020	7020	7020	7020	15hrs per week
FLA Project Manager	12000	18000	21000	21500	22000	20-37.5hrs per week
- Sessional Staff	16187.5	19425	22662.5	25900	32375	5-10 classrooms
- Nursery Staff	5400	21600	21600	27000	27000	
Office/Staff Expense	500	500	500	500	500	
Utilities (Gas/Electric/Water)	32000	33000	33000	34000	34000	
Phone/Internet	600	600	600	600	600	
Project costs						
Taught by Muhammad	15000	15000	15000	15000	15000	
Future Leaders Academy	3000	5000	5000	5000	5000	
ChangeMakers	3000	3000	3000	3000	3000	
YYI Youth	5000	5000	5000	5000	5000	
Engage Project	3000	3000	3000	3000	3000	
HMRC	10000	10000	10000	10000	10000	
NEST Pension	3000	3000	4000	5000	5000	
MISC						
Total Expenditure	260287.5	326165	348062.5	367880	376855	
Closing Balance	6782.5	12442.5	14325	30107.5	64802.5	
Self Sufficiency	29.99%	50.84%	52.70%	58.35%	64.10%	

Appendix 4 – Additional Comments

1. Not included within the Finances is the £50,000 lump sum for the purchase of the building. This is due to it being a one off payment from a separate restricted fund. We have currently received £32,000 and secured the remaining £18,000 by way of pledges subject to acquisition of the property.
2. Admin roles are undertaken by the Executive Assistant (who supports project managers), Facilities Admin (will support in the running of the centre) and the sessional administrator of Future Leaders Academy (who performs the admin duties for the Academy). Office expenses are also incorporated into project costs in the finances. Currently our internet is charged at £25 per month via Plus Net for our Bellfield Street Premises. We have received a quote of £40 per month including a landline for the Wedderburn house Premises.
3. Each project is funded on its own merit. The level of support they can provide is dependent on the funding they receive each year.
 - a. ChangeMakers has a commitment of funding until 2021 from Robertson Trust totalling £25,000;
 - b. YYI Youth Clubs has a commitment of 3 years of funding (Starting in April 2019) from Young Start Fund totalling £99,000;
 - c. Future Leaders Academy is self-funded through fees charged for the activities (see appendix 3);
 - d. Taught By Muhammad is funded through grants, regular donations and fundraising. These are commitments that have been made each year and currently total £60,000 per annum (see appendix 3);
 - e. Engage Project is grant dependant. We have funding in place until March 2020 with funders interested in funding us for future years. Current funding for 2019-2020 is £25,000.
4. A fully staffed building (Facilities Manager, Kitchen staff, Facilities Admin and Cleaner) will costs £54,280 per annum plus utility costs of £32,000. Total cost of £86,280. The cost of this would be borne by income from Youth Club fees, office/room hire, income from adult classes, events room hire, café/catering and a contribution from the FLA nursery and Supplementary School. The building will not be funding dependent. Facilities Manager will be given targets as part of their role. Full staffing will be in place progressively and reflective of income we receive.
5. Within the Finances (Appendix 3) we have stated that we will receive £150,000 of grants each year which will support our ongoing work. This figure is based on our track history of receiving funding grants. During the financial years 2016/17 we received £181,510, in 2017/2018 we received £214,986, and in 2018/19 we have received £193,989 (for the record of this, see our 3 years financial records attached to the email). For the year 2019/20 we are on track to receive an excess of £150,000. See 4.2.2. for this financial breakdown and see *Appendix 4 - comment 3* for funding commitment longevity.
6. In our Finances (Appendix 3) we have stated that parents will pay for nursery use in year 1 only, and we will receive a government subsidy from year 2

onwards. This is based upon Dundee City Council not funding nursery spaces in year 1 of a newly established nursery. It may be possible that from August 2019 that the government subsidy will start from year 1 but this is subject to the Scottish Government decisions. We are also within our right to charge parental contribution beyond year 1 but we have not forecast this in our finances. If we were to include this in our finances, it would increase our financial self-sufficiency. In year 1 we will have an initial intake of 8 pupils. This will gradually increase to 40 pupils: 30 pupils in year 2 and 3, 35 pupils in year 4, and 40 pupils in year 5.

7. The nursery will be run under the FLA project. The costs associated are Project Manager costs at 20 hours per week (extending to full time over the 5 years), nursery staff (2 staff in year 1 increasing to 5 by year 4 – keeping a 1:8 ratio), and 1 admin staff (one of the sessional staff members listed under ‘Sessional Staff’ under FLA expenditure [please note that the remaining sessional staff costs are associated with the supplementary school programme and not the nursery]).
8. Wedderburn House is a 4 floor building with approximately 4000²ft per floor (excluding the stairwells). We currently have draft architectural drawing for the first 2 floors (which includes the industrial kitchen, community space, and nursery space). Our planned use for the whole building is as follows
 - Ground Floor – Industrial Kitchen with training kitchen facilities, community dining space/function hall, foodbank storage, bike storage
 - First Floor – 6 classrooms (6mx4m approx.) and a nursery space for up to 65 children including child toilet facilities and food prep area for the nursery.
 - Second Floor – 4 classrooms/workshop and 2 communal spaces for our adult and youth activity programmes.
 - Third Floor – Office space for our existing and new staff, meeting rooms and a business incubator space.

The board of Trustees of Yusuf Youth Initiative have approved the business plan as being true and accurate.

Signature: 

Name: Bilal Mahomed Rafik

Position: Secretary, Board of Trustees

Date: 6th November 2019

Appendix C: Additional Documents provided by YYI to NHS Tayside in connection with the CAT Request

Part 1: *Letters of Financial Underwriting*

Part 2: *Email Correspondence regarding Nursery*

Part 3: *Market Reserach*

Appendix C Part 1: Letters of Financial Underwriting



07 November 2019

To the NHS Board – Community Involvement Team,

Penny Appeal was set up in 2009 to provide poverty relief across Asia, the Middle East and Africa by offering water solutions, organising mass feedings, supporting orphan care and providing emergency food and medical aid. Since then we have transformed lives and communities around the world, helping to break the poverty cycle and build brighter futures.

Our work and our teams have grown considerably in the past few years, allowing us to launch many new campaigns and work in even more crisis-hit countries. The recorded total income for 2017-18 was 25 million pounds.

We are also passionate about creating effective change in the UK. Our work includes food banks, tackling homelessness and community development work as well UK emergencies. We also host several key events annually, which support our international aid efforts as well supporting local community work.

We been in discussion with Yusuf Youth Initiative for a partnership deal which would include delivering our local outcomes in the city particularly around marketing at YYI events and services.

We are prepared to commit to up to £300,000 for the refurbishment of their proposed site over a 3 year period with a sponsorship partnership for 7 years.

I trust this helps you to assess the possibly of support the group further.

If you require any further information, please do not hesitate to contact me.

Yours Sincerely,

Na'eem Raza
Director of Fundraising
Penny Appeal UK

Penny Appeal
Cross Street Chamber
Cross Street, Wakefield
WF1 3BW

T: 03000 11 11 11
E: naeem.raza@pennyappeal.org
W: www.pennyappeal.org



Aydy Limited
5 Gateway West
Luna Place, Dundee Technology Park
Dundee, DD2 1XF
Scotland, United Kingdom

www.aydya.co.uk

TO WHOM IT MAY CONCERN

Ref: YUI application for Community Asset Transfer | Wedderburn House

6 November 2019

Dear sir/madam,

We write to confirm our ongoing support of YUI in their application to purchase the property known as Wedderburn House by way of Community Asset Transfer. Aydy believes in organizations that are working to invest in the positive growth and development of our local community. The Yusuf Youth Initiative have worked in Dundee for the past fourteen years and have demonstrated success across a variety of projects – including but not limited to significant work with youths, at-risk ethnic minorities, foodbanks and prepared meal provisions for the elderly and homeless.

We are keen to support YUI in its vision to expand and develop their work further. The property at Wedderburn House will allow them to both protect existing work (by way of giving it a permanent home and the cost savings available by working from a single site); and offer an increase in capacity to cater for those currently unable to benefit from their work due to lack of space. This will be further added to by the creation of both a social community hub and a business incubator supporting young people into self-employment; aiming to deepen community cohesion and integration of Dundee's pluralistic community.

As discussed at the meeting with the NHS Tayside team on 14 June 2019, at which I was present, **Aydy would like to formally reiterate our commitment to the project by stating that we are prepared to underwrite any shortfall in refurbishment costs foreseen and unforeseen up to a value of £300,000.** This would be delivered as either a donation or a sponsorship arrangement.

Aydy is a multi-award winning company that operates across a range of sectors under a number of brands. Our mission is a perpetual cycle of increasing excellence in brilliantly simple solutions to everyday problems with simply brilliant utility and function. The company founded in 2009 is a Dundee based company that has received the Fast Business Growth Award in 2011 and European Business Champions UK award in 2013; with an annual turnover exceeding £6m.

We trust this will help to confirm that YUI is capable, with our support, of ultimately delivering the project. We remain at your disposal in the event that any further information or clarification is required.

Best regards,

A handwritten signature in black ink, appearing to read "Sheryar Adam".

Sheryar Adam
Director, Aydy Limited

Appendix C Part 2: Email Correspondence regarding Nursery

Email response from Morag Peggie at the Care Inspectorate



Peggie, Morag <Morag.Peggie@careinspectorate.gov.scot> | faisal.hussein@yyj.org.uk

08-Nov-19

RE: Wedderburn House - site visit 22.2.2019

Following my visit on Friday 22nd February 2019 to Wedderburn House, 1 Edward Street, Dundee, I would like to confirm the following:

You stated that the proposal was to use the building for a mix of community use and a daycare of children service. You propose to care for 40 children on areas of the first floor of the premises. In order to do so the following issues must be considered:

- The space available, layout and whether there is capacity for the ages and number of children you propose. (space standards – Under 2s – 3.7 sqm. 2 to under 3s – 2.8 sqm. age 3 and over – 2.3 sqm.)
- Access by children, staff and parents to the 1st floor by the stairwells with regards to safety, emergency evacuation etc. You may require to have additional staff available to ensure children's safety. Scottish Fire and Rescue Service would also require to be consulted. Consideration should also be given to children's safety where there are other users of the building.
- Toilets and kitchen facilities – we discussed potential areas which could be developed to provide these facilities. You must consult with the Local Authority Environmental Health service regarding food preparation and provision. There must be suitable toilet and handwashing facilities (1:10 children) and also nappy changing facilities for younger children. The provision of adult toilets should also be considered.
- Each playroom should be fitted with both adult and children's handwashing sinks.
- Outdoor play: children must have daily opportunities for outdoor play and to be able to regularly access a natural outdoor environment. With playrooms on the 1st floor this may restrict children's choice in being able to go outdoors when they choose. Additional staff may have to be employed to facilitate this. A preferred playroom space would give direct access to a suitable outdoor area which children can access independently and by choice.
- The outdoor area at the site needs development to provide an environment which would support children's outdoor learning and play.

For further guidance please consult the documents 'Space to Grow' (design guidance) and 'Out to Play' both of which can be accessed through The Hub on our website.

I'm not available now until next week but if you have further queries please let me know.

Kind Regards

Morag Peggie

Inspector

Transcript of above

My apologies – I thought I had sent you these notes following our meeting in February. I hope these are sufficient for what you need.

Following my visit on Friday 22nd February 2019 to Wedderburn House, 1 Edward Street, Dundee, I would like to confirm the following:

You stated that the proposal was to use the building for a mix of community use and a daycare of children service. You propose to care for 40 children on areas of the first floor of the premises.

In order to do so the following issues must be considered:

The space available, layout and whether there is capacity for the ages and number of children you propose. (space standards – Under 2s – 3.7 sqm. 2 to under 3s – 2.8 sqm. age 3 and over – 2.3 sqm.)

Access by children, staff and parents to the 1st floor by the stairwells with regards to safety, emergency evacuation etc. You may require to have additional staff available to ensure children's safety. Scottish Fire and Rescue Service would also require to be consulted. Consideration should also be given to children's safety where there are other users of the building.

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The outdoor area at the site needs development to provide an environment which would support children's outdoor learning and play.

For further guidance please consult the documents 'Space to Grow' (design guidance) and 'Out to Play' both of which can be accessed through The Hub on our website.

I'm not available now until next week but if you have further queries please let me know.

Kind Regards,

Morag Peggie

Notes to give context to Care Inspectorate (Morag Peggie) email:

- *the space allocated for the nursery is approximately 120 sq metres (not including the additional classrooms). This space can accommodate 42 children aged 3-5 years old.*
- *All the evacuation points, safety considerations will be included to get planning permission. Our costings will include all the requirements to comply with the legislation*
- *Toilets and kitchens are included in the drawings and will also be included as part of the costings*
- *Outdoor play area. In the first year we will have three staff on site for the 8 children (The Project Manager and two staff). In subsequent years we will have 1:8 ratio plus a Manager role.*
- *The outdoor area will not be restricted to the front of Wedderburn House but will also include our YYI Community Garden – Ex Victoria Park Bowling Green. Access to the location will be by minibus or by walking (to include the daily mile)*

Email response from Jake Findlay at Building Standards



Mon 04-Nov-19 12:33 PM
jake.findlay@dundeeccity.gov.uk
Re: FW: Wedderburn House

To: Faisal Hussein

Cc: planningenforcement@dundeeccity.gov.uk

You forwarded this message on 04-Nov-19 12:42 PM.

Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

Faisal,
Building Standards would have no objection to the intention to include a Nursery in the proposed development of the building, provided the drawings supporting the Application for Building Warrant demonstrate compliance with the Building Regulations.
However, since your enquiry refers to the Planning Department requirements, I would suggest you also contact our colleagues in the Planning Section regarding the proposed Nursery. <planningenforcement@dundeeccity.gov.uk>.
You may wish to make such an enquiry via your duly authorised Agent.

Regards,

Jake Findlay.

Jake Findlay | Senior Building Standards Surveyor | Building Standards Service | Planning & Economic Development Division | City Development Department | Dundee City Council | Dundee House | 50 North Lindsay Street | Dundee | DD1 1LS

Transcript of above

Faisal,

Building Standards would have no objection to the intention to include a Nursery in the proposed development of the building, provided the drawings supporting the Application for Building Warrant demonstrate compliance with the Building Regulations.

However, since your enquiry refers to the Planning Department requirements, I would suggest you also contact our colleagues in the Planning Section regarding the proposed Nursery. <planningenforcement@dundeeccity.gov.uk>.

You may wish to make such an enquiry via your duly authorised Agent.

Regards,

Jake Findlay

Notes to give context to Building Standards (Jake Findlay) email:

- *Although we will require a Class 10 change of use planning application for our mixed-use purposes. It is unlikely that this will have any objection by Building Standards.*

Lesley Gibb – Dundee city Council

Contact has been made to Lesley Gibb – YVI are awaiting a response. A verbal response has been given to one of the SE Panel members raising no objection to our plans. This verbal response was shared at the SE Panel meeting in which YVI attended on 13th November 2019.

Julie Robertson - Planning Department



julie.robertson@dundee.gov.uk

faisal.hussein@yyl.org.uk

08-Nov-19

FW: FW: Wedderburn House

Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

Dear Faisal

I refer to your enquiry regarding the nursery at Wedderburn House and following our discussion on Wednesday would advise as follows

A proposed nursery at Wedderburn House would be required to meet the policy requirements of Policy 19 of the Dundee Local Development Plan 2019 which indicates that proposal would only be supported if that could meet the following criteria:

1. All private day nurseries should have a quality surrounding environment and outdoor play space should be attractive, useable, safe and enjoy a sunny aspect;
2. They are situated wholly or predominantly on the ground floor, with direct access to private outdoor play space;
3. Private outdoor play space of 100 square metres for up to 10 children and 5 square metres per additional child will be provided;
4. Dropping off parking provision should be provided at a level of 3 spaces for up to 25 children and 4 spaces for more than 25 children (up to a maximum of 50). Where on street parking restrictions exiting, dropping off provision of 6 spaces for up to 25 children and 8 space for more than 25 children (up to a maximum of 50) will be required;
5. Staff parking of one dedicated space per 3 members of staff will be provided; and
6. All parking should be for the sole use of the nursery and will be accommodated within the curtilage of the premises, where a car can enter and leave in a forward gear.

Any forthcoming proposals for a nursery would need to demonstrate that it can meet the above requirements with details showing how each of these criteria would be met on order to be able to assess if the proposal would be acceptable or not as part of a planning application.

All proposals are required to meet all the relevant policy requirements of the Dundee Local Development Plan 2019 which can be viewed here: <https://www.dundee.gov.uk/service-area/city-development/local-development-plan>

Please note that the advice contained within this pre-application enquiry response is based solely on the information available at the current time. Whilst every effort has been made to provide you with appropriate advice, this cannot be taken as being comprehensive or likely to cover all matters that will be considered in a formal application. It has not been subject to the consideration of full detailed information or external consultations. Any planning application would be determined in accordance with the development plan unless material considerations indicate otherwise. Material considerations (including supporting information, consultation responses and letters of representation) that are not available at the time of this enquiry will require to be considered in the determination of any planning application. As such, these comments are given strictly without prejudice to any eventual decision made by Dundee City council as Planning Authority.

I trust that the above proves helpful.

Regards

Julie Robertson
Planning Officer

Transcript of above

Dear Faisal

I refer to your enquiry regarding the nursery at Wedderburn House and following our discussion on Wednesday would advise as follows

A proposed nursery at Wedderburn House would be required to meet the policy requirements of Policy 19 of the Dundee Local Development Plan 2019 which indicates that proposal would only be supported if that could meet the following criteria:

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I trust that the above proves helpful.

Regards

Julie Robertson
Planning Officer

Notes to give context to Planning Department (Julie Robertson) email:

- Floor Plan Drawings have been sent to Julie Robertson.
- YYI had a phone call conversation on Wednesday 6th November 2019 with Julie Robertson who highlighted general planning conditions for a nursery including car parking provision, outdoor space etc. She subsequently sent the above email on Friday 8th November. There was no objection in principle to the idea of a nursery and this was presented at the meeting to the SE Panel on 13th November 2019.
- Point 2 from the above email was discussed with Julie Robertson, as our nursery provision will be on the first floor. No objections exists as to accommodate this would require an additional staff member. This moves the staff to child ratio of 1:8 to 1:8(+1). This has been accounted for in our financial costings.

A Research Study into the Needs of Services offered by Yusuf Youth Initiative in relation to Wedderburn House

Introduction

This research has been carried out to understand the relationship between Yusuf Youth Initiative (YYI) and the community of Dundee in reference to the services that YYI offers and the growing need for a dedicated building premises to increase YYI's community provision. YYI has been steadily growing in size and outreach since its inception in 2004 and is now at the stage where the current facilities rented out by YYI are no longer fit for purpose. It is therefore important to show that the community of Dundee needs YYI to increase its services and the proposed space at Wedderburn House will be accessed and used by the community.

Due to the time constraints placed upon this research, 4 days were given to carrying out research and 1 day was given to completing this report. Therefore the research included in this report is only a quantitative study. Further qualitative research which will include focus groups, interviews and case studies will be produced at a later date and allow a more comprehensive report to be completed in the near future.

Methodology

This was a quantitative study of people who live in the Dundee area who have previously accessed or are potential service users of the YYI services. Although there was no exclusion criteria for those living outside Dundee to answer the questionnaire, a collection of the first part of responders postcodes ensured a good representation of the responses received were from those living in the Dundee area. Questions were chosen to (1) assess the demographic makeup of respondents to ensure a diverse sample group, (2) assess the current level of engagement with YYI, and (3) to understand if the community feel the expanding of YYI services in relation to Wedderburn House is a positive step forward.

Data was gathered through a 10 question English-only questionnaire. The questionnaire was completed both online (via Survey Monkey) and through hand written forms distributed to service users who attended our midweek services. The survey was anonymous and no information that could identify individuals was gathered.

Of the 67 individuals who completed the survey there was a 96% completion rate for all questions asked. Approximately 61% ($n = 41$) of responders were aged between 25-50 years old, 15% ($n = 10$) between 17-24 years old, 13% ($n = 9$) aged 50+, and 11% ($n = 7$) between 5-16 years old. Approximately half of the analysis sample was female (55%); the self-reported ethnicity was 63% ($n = 42$) Asian Scottish/British, 22% ($n = 15$) White Scottish/British, 6% ($n = 4$) Arab Scottish/British, 4% ($n = 3$) mixed race, 3% ($n = 2$) Black Scottish/British and 2% ($n = 1$) of another ethnicity.

Results

Among the 67 participant in the study, 64% stated they reside within the DD1, DD2 and DD3 postcode area which is the west side of the city where Wedderburn House is located. 80% of responders stated currently access the YYI services; our adult classes (Engage Project) and our supplementary school (Future Leaders Academy) being the most accessed by survey participants.

Our current premises at Bellfield Street was described with a median rating of “very good” location, with the facilities offered there being “satisfactory” (51%), and the overall building size being described as “not good” (45%).

The proposed building plans for Wedderburn House were shown to survey participants and the size and facilities offered were overwhelming described as “excellent” (60% and 59% respectively). The location maintained a median rating of “very good” which is in line with how Bellfield Street was described.

Within the YYI Business Plan for Wedderburn House there were proposed activities. Questionnaire respondents were asked if they or their family would use the services offered and a range of 28% - 66% said they would use the services. The most popular used facilities would be the social space, café, adult classes and volunteering opportunities which all scored over 60% interest from the public. The nursery and business hub had 28% and 30% interest from the survey participants. See Table 1 for a full list of results.

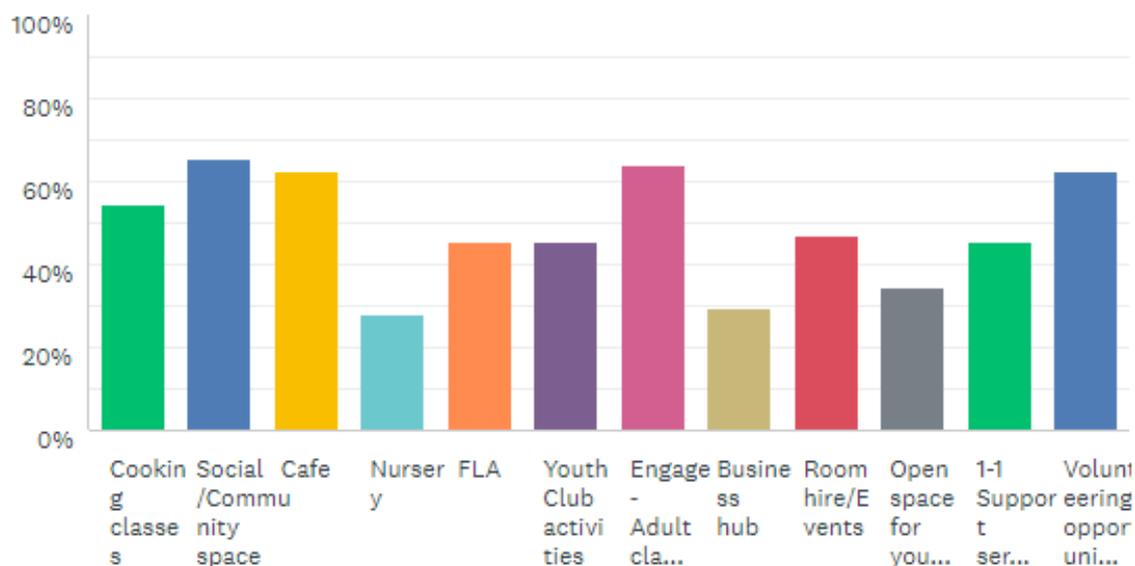


Table 1. The question asked was “Which of the proposed facilities would you (or your family) use/access at Wedderburn House?” This question was answered by 64 individuals.

Another question of the survey asked how interested service users would travel to Wedderburn House. The most popular answer was driving with 74% ($n = 45$) saying they would take a car. This was followed by 34% ($n = 20$) saying they would walk, 15% ($n = 9$) saying they would take public transport, and 10% ($n = 10$) saying they would cycle.

The final question asked the public what other services they would like to have at the building beyond what was mentioned. The responses were mostly gym facilities/fitness classes and activities for elderly people.

Discussion

The overall survey had a small sample size compared to the overall community size; however the varying demographic showed a balanced demographic representation of the community who are YVI's target audience. This gives weight to the statistics gathered. The small sample size was due to time constraints of the research. Further research will be carried at a later date to increase on evidence based research for YVI services in relation to Wedderburn House.

The location of Wedderburn House is suitable to the access for the majority of the services users of whom 64% said they reside in the west side of Dundee (where Wedderburn House is located). A third of respondents also stated they were in walking distance to the building which shows a good location for YVI to run its services from. YVI are aiming to install cycling racks at the facility (which funding has already been received from Cycling Scotland) and run a cycling campaign which YVI hopes to increase the amount of people cycling to the building instead of cars. The public opinion of location of YVI's current location at Bellfield Street and the future location of Wedderburn House also received positive feedback. Both building locations were described as being "very good", however Bellfield had a higher percentage saying it was more "satisfactory" where Wedderburn House had a higher percentage saying it was "excellent". As the buildings are within 2 minutes walking distance of each other, the varying of answers we would put down to how the question was interpreted. In regards to geographical location, we would say this was "very good" for service users (based upon ease of access), however the physical location is what caused the variance of answers. Bellfield Street has a building entrance that leads directly onto a main road, is surrounded by industrial buildings with large vans and heavy machinery driving nearby. There is also a lack of parking spaces within the area. Wedderburn House does not have any of these issues as there is a large dedicated car parking space at the entrance of the building meaning the physical location is better suited for attendees.

The size of Wedderburn House and the facilities offered were in line with what the community want. 85% of the answers described the building size and proposed facilities as "very good" or "excellent". The facilities offered have a positive community response rate in regards to specific activities. The nursery had the least amount of people saying they would access it; however we have put this down to the amount of people who have nursery age children themselves or within their family. Out of 64 people, 18 people said they would use the nursery service which shows there is an existing demand for it (see "FLA Nursery" document for more information regarding specific research around the nursery). Within the first year of opening YVI would be looking to intake 8 children into the nursery and then increase the number of children to 30 in year 2. As 18 individuals have expressed interest in the nursery this shows that there is a viable option for running a nursery service at Wedderburn House.

The additional services requested by the public also fall into what YVI has also proposed. The request for fitness classes and elder classes would be under the umbrella of the Engage project offering adult classes. There was also the request for a support group for young and elderly people. This may show a demand for the potential to expand upon the 1-on-1 support services offered in the proposal.

Conclusion

The purpose of this research was to show if there was a community demand for YVI increasing its services and if Wedderburn House was seen by the community as a suitable location for this. The response from the public was very positive with all services saying they would be accessed by at least 28% of those asked. There was no service offered that the community said they were not

interested in. The location and size of the building was also positively rated and the way people would access the building is also convenient (with 34% saying they would walk). From the research carried out there was no negative community feedback into YVI moving into Wedderburn House nor the proposed services offered.

Further research will need to be carried out with a larger sample size to strengthen the current findings. Qualitative research is also needed to find out more detailed opinions of the YVI services in relation to Wedderburn House.

Appendix D: Decision Notice

Director of Strategic Change
Level 10
Ninewells Hospital & Medical School
Dundee
DD1 9SY
Telephone 01382 740047
www.nhstayside.scot.nhs.uk



PRIVATE & CONFIDENTIAL

Faisal Hussein
Chief Executive Officer, YYI
31 Dunsinane Avenue
DD2 3QF

Date 10 February 2020
Your Ref
Our Ref BN/GP 100220-2
Enquiries to Bill Nicoll
Extension 40047
Direct Line 01382 740047
Email bill.nicoll@nhs.net

****Via email faisal.hussein@yyi.org.uk****

Dear Faisal

ASSET TRANSFER UNDER THE COMMUNITY EMPOWERMENT ACT

DATE OF NOTICE: 10 FEBRUARY 2020

This Decision Notice relates to the asset transfer request made by **Yusuf Youth Initiative, 34 Bellfield Street, Dundee, DD1 5HZ** on 19 October 2019 in relation to **Wedderburn House, 1 Edward Street, Dundee, DD1 5NS**

Tayside NHS Board has decided to **refuse** the request.

The reasons for this decision are as follows:

- 1) The offer price of £50,000 was significantly below the joint market value of £340,000 and would have resulted in a net loss on disposal against book value and loss of surplus over book value. The loss of capital receipt would also impact on NHS Tayside's Capital Plan.
- 2) The Stakeholder Evaluation Panel determined a low score in consideration of the assessment of benefits, based on the agreed criteria.
- 3) The Stakeholder Evaluation Panel further indentified risks and issues relating to the deliverability, viability and sustainability of the YYI Business Plan Proposals.
- 4) The property is currently occupied as clinical and office accommodation for vital Community Mental Health Services and there would be difficulties in providing vacant possession of the property within a reasonable timescale in relation to the YYI Requirements.

Right to appeal

You have a right appeal to the Scottish Ministers.

Any appeal must be made in writing to

Scottish Ministers C/O Malcolm Cowie,
Policy Manager – Community Empowerment
Scottish Government, 3-f North, Victoria Quay
Edinburgh, EH6 6QQ

by **6 March 2020**, which is 20 working days from the date of this notice.

Cont\...



Everyone has the best care experience possible
Headquarters: Ninewells Hospital & Medical School,
Dundee, DD1 9SY (for mail) DD2 1UB (for Sat Nav)

Chairman, Lorna Birse-Stewart
Chief Executive, Grant R Archibald



Mr Faisal Hussein, YYI
Cont\.....

Guidance on making an appeal is available at -

<https://www.gov.scot/publications/asset-transfer-under-community-empowerment-scotland-act-2015-guidance-community/pages/20/>

Yours sincerely,

A handwritten signature in black ink, appearing to read 'B. L. Nicoll', written in a cursive style.

Bill Nicoll
Director of Strategic Change
NHS Tayside

Appendix E: Board Papers

Tayside NHS Board

A meeting of Tayside NHS Board will be held at **9:30am** on **Thursday 30 January 2020** in the **Board Room, Level 10, Ninewells Hospital**

Apologies/enquiries to Donna Tosh, DD 01382 740760, extension 40760 or e-mail donna.howey@nhs.net

AGENDA

	Lead Officer	Report No
1. Chair's Welcome	Mrs L Birse-Stewart	verbal report
2. Apologies	Ms M Dunning	verbal report
3. Declaration of Interests re agenda items and any updates to the register This will include <u>all</u> interests whether or not entered on the Register of Interests, which would reasonably be regarded as so significant that they are likely to prejudice your discussion or decision making	Mrs L Birse-Stewart	
4. Community Asset Transfer Request for Wedderburn House	Mr B Nicoll	BOARD1/2020
5. Date of next meeting Thursday 27 February 2020 at 9:30am in the Board Room, Level 10, Ninewells Hospital and Medical School		

Mrs L Birse-Stewart
Interim Chair
January 2020

Please note any items relating to Board business are embargoed and should not be made public until after the meeting

Item 4



BOARD01/2020
Tayside NHS Board
30 January 2020

COMMUNITY ASSET TRANSFER REQUEST FOR WEDDERBURN HOUSE

1. Actions Recommended

The Tayside NHS Board is asked to consider the following recommendations in response to the proposal from Yusuf Youth Initiative (YYI) for the acquisition, by Community Asset Transfer, of the NHS Tayside property, Wedderburn House for the consideration of £50,000.

It is recommended that Tayside NHS Board:

- a) Reject the Community Asset request from YYI for their acquisition of the property at Wedderburn House, Dundee under Community Asset Transfer.
- b) Note that YYI have a right of appeal and that Scottish Government may appoint an Independent Assessor on behalf of Scottish Ministers who may make a final binding determination.
- c) Agree to an urgent review of the staff relocation/property rationalisation plan in order to assess the options for moving to closure on the disposal of Maryfield and Wedderburn House properties.
- d) Request the urgent development of a Community Asset Transfer policy framework and procedure identifying key principles and accountabilities.

2. Strategic Context

NHS Tayside is committed to a number of strategic priorities, including building a health and social care system that is integrated, focuses on prevention, anticipation and supported self management, is accessible and treats everyone fairly and equally. We are committed to The Public Sector Equality Duty and the Fairer Scotland Duty as set out in The Equality Act, 2010 across all of the protected characteristics and aim to improve everyone's health and wellbeing by promoting and supporting healthier lives and reducing health inequalities, while making the most effective use of all available resources.

We are also committed to working with public sector partners and in partnership with our local communities across Tayside, including communities of interest, and developing services and solutions in collaboration and through co-production where appropriate. A key partner in supporting communities around health and well-being are the third sector and the communities themselves, particularly where we are addressing the needs of communities of interest, vulnerable groups and people with protected characteristics.

The Community Empowerment Act¹ in Scotland seeks to help to empower community bodies through the ownership or control of land and buildings, and by strengthening their voices in decisions about public services. The legislation contains five parts and Part 5 gives community bodies a right to request to buy, lease, manage or use land and buildings belonging to local authorities, Scottish public bodies or Scottish Ministers. This part of the act came into force on 23rd January, 2017 and requires relevant authorities, including the NHS to publish a register of the land they own or lease, to help communities identify suitable property.

¹ Community Empowerment (Scotland) Act 2015 - 24 July 2015

The community body must set out what it plans to do with the asset and what benefits it will bring. The authority must consider, amongst other things, whether the proposals will improve economic development, regeneration, health, or social or environmental wellbeing, or reduce inequalities. The benefits of the community body's proposals must be compared to the benefits of any other proposals, including continuing the current use or sale on the open market. The request must be agreed to, unless there are reasonable grounds for refusal.

The Act does not say whether the community body should pay full market value for the property or should be allowed a discount. The published guidance² includes advice on the assessment of non-financial benefits. (See Appendix 1 for full guidance).

Therefore, in consideration of a request to transfer an asset in terms of the community asset transfer provisions, Tayside NHS Board must weigh up very carefully these obligations, its strategic priorities, the perceived benefits of the proposals and the consideration offered against alternative courses of action including continued use or disposal on the open market.

3. Key matters relevant to recommendation

The Community Asset Transfer Proposal

Wedderburn House is a four-storey office block building, in the Central / West-End area of Dundee, is part of NHS Tayside estate and occupied by a range of clinical and non-clinical services including community mental health based support teams and suites of consulting rooms for patient consultation.

Over recent years, NHS Tayside has been gradually seeking to rationalise its property footprint and has been consolidating its use of office buildings. The property comprising Wedderburn House is part of that programme and was declared surplus to requirements by NHS Tayside Board on 23 April 2015 and has been marketed for sale since 01 February 2018 with offers invited over £200,000 to stimulate market interest. There has been some interest in the property; however, in October 2018 NHS Tayside received a request from a charitable body, Yusuf Youth Initiative (hereafter referred to as YYI) under the Community Empowerment Act for a Community Asset Transfer of the property for a consideration of £50,000.

Applications received in respect of Community Asset Transfer must be from an eligible community body and must include all of the required information. Only when this is confirmed as complete can the public body issue a formal letter of acknowledgement and validation. The date of this letter is the Validation Date.

Under the legislation Public Bodies should determine a decision on the Community Asset Transfer request within six months of the Validation Date, unless otherwise mutually agreed. The Request was acknowledged by NHS Tayside on 19 October 2018, following receipt of the required information from YYI. This letter of Acknowledgement noted that, as the land had already been advertised for sale prior to the receipt of the Community Asset Request that the Scottish Ministers per NHS Tayside is not prohibited by section 84(2) of the Act from selling, leasing or otherwise disposing of the land described above to someone other than Yusuf Youth Initiative.

This means that NHS Tayside may continue to consider interest or offers received from prospective purchasers while considering the Community Asset Transfer request from YYI. No firm interest or offers received for the property to date and NHS Tayside has committed to making a decision on this request before concluding any alternative disposal plans are considered.

In March 2019 NHS Tayside established a steering group to oversee the progress with the request.

In line with the expectation that the public body should work with the community group through the process, NHS Tayside has actively engaged with YYI to ensure that a fair and reasonable consideration is given and that the process is open and transparent for all parties.

² Community Empowerment (Scotland) Act 2015: asset transfer guidance for relevant authorities – Scottish Government – January 2017

The Yusuf Youth Initiative

The Yusuf Youth Initiative is a registered charity established in 2005, currently based at its registered offices in Bellfield Street, Dundee. Its main purposes are to benefit the Muslim community of Dundee with the following objectives:

- The advancement of education through a structured youth development programme
- The advancement of health through a series of projects involving young people and by working in partnership with health agencies
- The advancement of Citizenship or community development through community events and intergenerational activity
- The promotion of religious or racial harmony through integration or inter-faith work
- The provision of recreational facilities or organisation of recreational activities with the object of improvement of conditions of life for the intended participants
- The advancement of public participation in sport with a particular focus on minority young people

The organisation was registered as a Scottish Charity Incorporated Organisation in May 2015 as a result of conversion from a charitable company. This model provides a limited liability and a separate legal identity to organisations that want to become charities but do not want or need the complex structure of company law.

The YYI Business Plan 2019/2024 sets out their vision for “strengthening communities”, their core values and their unique selling point of providing a platform for minority ethnic youth development in Dundee, with a particular focus on the Muslim community in the city. YYI claims to be the only organisation that delivers emergency food parcels across the city. YYI offers five support cafes across the regeneration areas, providing support and warm meals to over 300 clients weekly. The organisation has primarily focussed on youth development work to develop a Scottish Muslim identity that contributes to Scottish society.

The organisation is governed by a young and diverse management committee with over twenty members that meets on a regularly monthly basis. In 2013, YYI achieved the European Foundation for Quality management (EFQM) quality award. It employs a full-time Chief Executive Officer and a number of part-time and sessional staff members as well as fourteen volunteers. The organisation has been accredited as a Volunteer Friendly organisation through Volunteer Scotland and volunteers are encouraged to apply for Saltire Awards for young people.

YYI has grown and flourished over the fifteen years since its inception. In present day it provides a number of services and supports, including:

- *YYI Youth Clubs* – supporting seventy young people on a weekly basis.
- *Future Leaders Academy* – a supplementary school supporting a further seventy young people through a specialised, dynamic learning programme after school and covering many topics, including Arabic and Islamic studies (to GSCE level), life skills and sports development.
- *“Taught by Muhammad”* – an outreach programme that supports vulnerable adults across the five regeneration areas in Dundee and incorporating,
 - *Fifteen cooking skills programmes supporting 105 clients through a five week programme of cooking skills to cook healthy.*
 - *Five Advice Cafes – across the city supporting over 300 vulnerable clients on a weekly basis*
 - *Presentations and school drop-in workshops to six high schools and eight primary schools in the city, reaching over 2,000 young people.*
 - *Short term Support for the Homeless, including curry kitchens and a food parcel delivery service*
 - *Minority Elders Men’s Shed*
- *“ChangeMakers”* – a programme with a strong focus on building confidence in young people, supporting them into employment, training and volunteering.
- *“Engage”* – a health and well-being project that supports minority ethnic adults in Dundee (and newly arrived refugees) to tackle mental health from a community learning perspective.

YYI Rationale for Acquisition of Wedderburn House

The organisation sees the acquisition of Wedderburn House through community asset transfer as crucial to their future development. It considers the property to be strategically placed in the west end ward in Dundee, close to the city centre and Lochee, Maryfield and Coldsides wards and in close proximity to two universities, city mosques and the Al Maktoum College. The property extends to nearly 19,000 square feet, meets modern standards and is in reasonably good condition, providing the space the organisation needs and with room for expansion.

Public and private transport links to the property are good and YYI consider that they can meet all accessibility standards as there are no barriers to entry for people with disabilities or for very young children or child “buggies” (although the building over four floors is dependent upon lift facilities).

The organisation believes that it will enable a number of key activities to be provided from a centre rather than scattered across many locations in Dundee. YYI propose:

- Establishing a **large industrial standard kitchen** to cook for the curry kitchens and to hold the budget cooking classes, avoiding the need to hire facilities.
- Provision of a **cafe** on the premises for users of the services within the building.
- Establishing a **nursery**, registered by the Care Inspectorate that can accommodate up to sixty five children on a full-time basis.

YYI have indicated that they consider that their existing premises are not large enough to meet their needs and are not fit for purpose for the future and the forward strategy for increasing services in line with their vision, mission and values demands larger premises with scope for expansion.

The organisation state that they are the largest minority ethnic youth work organisation in Dundee and operate at scale to effect positive change on the lives of young people in the city. They have facilitated young Muslim and minority ethnic people to become representatives on the Dundee Youth Work Partnership and on the Dundee Youth Council. They have over fifty volunteers, representing fourteen nationalities.

They state that they ensure that all of their projects provide a safe faith and culturally sensitive space for young people to thrive and develop, while seeking opportunities for interfaith work and building bridges across the diverse communities of the city.

How YYI Propose to Use the Property

The organisation aims to increase their services and start new services as soon as they secure the property, if successful in their Community Asset Transfer request. They have indicated that they have funding commitments to secure the £50,000 offered in consideration of the Community Asset Transfer request and further significant funding for refurbishment.

They aim to use the building space for:-

- Ten Classrooms to expand their Supplementary School to 150 young people daily.
- A recreational space for weekly Youth Clubs and adult programmes for up to 400 people weekly
- Meeting rooms for community events
- Regular Curry Kitchen and full-time Food bank
- Space for community and interfaith groups to provide additional services
- Nursery provision for 3 to 5 year old for up to 40 children
- Community space with seating for up to 200 people for community events and hire
- Business Incubator space for young people
- Office accommodation for up to 25 staff
- Catering and training kitchen with income generation potential

Included in the above proposals are a number of new “Social Enterprises” that will offer benefits but will also generate income for the organisation.

- **YYI Cafe**
 - Would operate as an extension to the Curry Kitchen and Budget Cooking Classes, offering catering skills training for young people and volunteering opportunities. This venture would generate income of between £15-25,000 per annum over the plan period

- **Future Leaders Academy (FLA) Nursery**
 - Would provide a full-time nursery for up to 40 children, based on the Steiner Education method. This would attract Scottish Government Grant funding and, potentially income from charges. It is understood that the proposals have been developed in agreement with the Care Inspectorate.
- **Youth Clubs**
 - The provision will be extended to 150 young people weekly, with the scope within the building to offer a wider range of activities, all from one centre.
- **Adult Classes**
 - These would be expanded from 10 classes per week to 25 classes per week, with approximately 15 adults per class.
- **Training Kitchen**
 - The Training Kitchen offers an accredited” NHS Cook-it” workshop programme as well as in-house training for members and the local community.
- **Room Hire**
 - The building provides scope and capacity to extend the range and scope of meeting rooms and event/workshop space for hire to local organisations and charities.

The organisation has had been afforded the opportunity to make a visual inspection of the property and to review the NHS Tayside Building Report, but if successful, they would intend to undertake a full property survey. They have identified an amount of circa £200,000 to undertake repairs and refurbishment and have indicated that they have investors willing to support these costs. The organisation has stated that it has financial backing available to cover a higher level of cost if necessary.

The YYI has undertaken consultation and engagement on their proposals and some action research with local communities and groups. The organisation currently works closely with a number of external partners and stakeholders and has working relationships with around 57 different organisations and bodies.

They have also received 16 letters of support from a number of leading individuals and organisations, including Joe Fitzpatrick, MSP, Dundee West and Minister for Public Health.

Additionally, during the required 20 day public notification process undertaken by NHS Tayside during March 2019, as required by the legislation and guidance, no representations were made by members of the public.

YYI Perceived Benefits

The organisation has identified three categories community benefits, as follows:-

- **Muslim Community**
 - There were around 4,000 Muslims in the City of Dundee at the 2011 census date, half of whom were under 30 years of age. The numbers will have risen in recent years due to growing families, settled students and refugees from Bangladesh, Syria and various African nations as well as enrolled students at the various universities.
 - The main meeting places are the five mosques and YYI has close working relationships with the mosques, the Amina-Muslim Women’s Resource Centre, Dundee University Islamic Society and the Al-Maktoum College.
 - In this way there is direct contact with around 10% of the Muslim Community in the city, with greater reach through the larger events, including the city wide, “Eid in the Park” event
 - With the new premises, the group plan to expand to reach 50% of the Muslim Community.
- **West End Ward**
 - The population of 11,000 residents, combined with a large university community of around 20,000, provides access to a sizeable part of the local community and adds to the existing presence of YYI in the west end of the city.
 - The organisation also has a lease of the former Victoria Park bowling green as a community garden.

- **Dundee Community**

- The population of 148,000 people living in Dundee is spread across the eight wards or neighbourhoods, with six of the wards having high levels of deprivation. The group accesses around 3,000 young people through the schools work, around 3,000 through the delivery food bank and a further 3,000 through the support cafes, a total of 9,000 or 6% of the population.

YYI have identified economic and regeneration benefits for the West End and wider Dundee area from employment, volunteering, the business incubator, impact of events and social enterprise. They also anticipate health benefits from the preventative measures from the healthy adult programmes, health cooking, healthy eating, fitness from sporting activity, and community connectedness from men's shed and regular drop-in sessions on health and wellbeing, including health checks.

They also foresee social well-being benefits from the community spaces to be provided enabling people to socialise make friends and engage in communities, including discussions on mental health, relationships, social media, volunteering, carers' advice and support.

YYI intend that the Victoria Park Community Garden will provide environmental benefits in bringing back into use a green space to grow around 500kg of produce to support the cooked food, cafes, budget cooking programmes and food bank deliveries. This will engage the communities in gardening and growing local produce and offer opportunities to around 200 people to learn basic horticultural skills. Other environmental initiatives include a cycling hub and a potential renewable energy approach to reduce the site carbon footprint.

On health inequalities, the minority ethnic community has a higher prevalence around heart disease and diabetes, due to cultural aspects of diet and exercise. The aim of the YYI programmes are to tackle these challenges through preventative measures, engaging young people and promoting positive and healthy lifestyle choices. In addition, there are opportunities for reducing the barriers to employment and volunteering for minority ethnic and local communities.

YYI Business Case

The YYI business plan includes a financial and fundraising strategy, incorporating a five year financial income and expenditure forecast/projection. This illustrates an increasing accumulated surplus year on year, rising to circa £28,000 by the end of Year 5. This represents a small accumulated surplus year on year. This analysis includes the costs of the YYI offer price for the property and the initial estimated costs of the refurbishment. It is understood that the YYI intention is to meet the offered price of £50,000 from a separate restrict fund. To meet the refurbishment costs, once fully estimated, will be obtained through fund raising, corporate donation and national appeal funding.

The revenue income estimates include an amount of £150,000 per annum in respect of grants awarded and/or pending and Government subsidy for nursery provision rising from circa £75,000 in 2020-21 to circa £100,000 in 2023-24. The remaining income is estimated from nursery fees, supplementary school fees, youth club fees, room hire, charges for incubator and adult classes, cafe and catering and fundraising and donations.

Apart from the main corporate support, office and facilities management costs for the organisation; expenditure includes the staff and project costs for each of their main programmes as well as property, utilities, HMRC and pensions costs.

It is not possible to fully assess the validity of the assumptions within the financial plan; however, there is a need to take a view of these from the perspective of deliverability and sustainability.

Evaluating the Proposals

It is important to note that while NHS Tayside is the first health board in Scotland to have received and considered such a request under the legislation, Forestry and Land Scotland (previously previously Forestry and Land Scotland and Forest Enterprise Scotland) has transferred surplus forestry land to community groups under the legislation. There have also been occasions where

assets have been sold to community groups at less than market value in consideration of community benefit.

There was, therefore, no significant previous experience of Community Asset Transfer within NHS Scotland to draw on but relevant advice was obtained from both the Scottish Government and the Forestry and Land Scotland.

The initial approach to evaluate the proposals alongside the offered price proved to be challenging and ultimately inconclusive.

The greatest challenge in this case was undoubtedly to consider the benefits against the substantial discount arising from the low offer in consideration of the Community Asset Transfer request from YYI for the property. There was no obvious objective way of appropriately selecting qualifying benefits from the YYI Business Case to be evaluated in monetary terms in accordance with the criteria agreed by the Panel to set against the requested discount.

It was therefore determined to develop a Community Asset Transfer policy framework and process to incorporate the following:

- Establish a stakeholder evaluation panel to assess, score and evaluate the proposals under the following aspects
 - Benefits
 - Viability
 - Community Support and Wider Public Benefit
 - Social Value
- Establish an advisory group to undertake the Best Value Assessment to determine whether or not a discount should be offered against the joint market value and to provide the rationale for any recommended discount.

Stakeholder Evaluation Panel: The stakeholder evaluation panel, comprising representatives from NHS Tayside, Dundee City Council, Dundee Voluntary Access and a Public Partner, met on three occasions and undertook an initial scoring and assessment. This identified a number of aspects that required further clarification, documentation and evidence from YYI. The panel then met to further consider this and to undertake a second and more detailed assessment and scoring exercise. (See Appendix 2: Evaluation Panel Outcome). The result of the assessment by the panel was a relatively low scoring of 9.3 out of a possible 20 points. Once the utilisation factor had been applied this resulted in a multiplier of two out of three with an overall score of 18.6 out of 60 points. This reflected the concerns of the panel regarding the deliverability and sustainability of the Community Group proposals. The panel also considered the wider social benefits and on balance recommended approval subject to mitigating actions and conditions to address their concerns.

Best Value Assessment: The advisory group was established comprising representation from Finance, Property, Public Health and Strategic Change. The approach taken was to seek to identify specific aspects that could be directly attributable to healthcare from within the broader range of YYI proposals. It is certainly the case that much of the work of YYI will contribute in some way to improved outcomes for people, particularly those in minority ethnic communities, but it was important for the group to identify the specific, additional healthcare benefits deriving increased or new activity associated with the acquisition of Wedderburn House, Dundee.

The national guidance advises that where a community body makes an offer under Community Asset Transfer at less than the assessed market value, the public body should give consideration to best value and the potential for discount from market value, although the basis upon which the financial values should be assessed is not specified in the legislation. Therefore, a methodology was developed locally which was validated with Scottish Government.

The panel agreed that the determination of potential discount applicable to the CAT request should be attributable to the following factors:

1. Additional activity over and above pre existing YYI activity
2. Specifically related to healthcare benefits within the five year period of the Business Plan
3. Specifically related to the use of the property by YYI.

Based on the application of these factors, only certain aspects of future planned activity within the Business Plan were deemed appropriate for consideration of potential discount against the property joint market valuation.

The outcome of the process is attached as Appendix 3: Best Value Assessment and attributes the following areas of healthcare benefit:

- Deliver budget cooking programmes (NHS Cook-it)
- Increase support café provision across the City

The approach taken has been to extract the estimated cost of delivering these elements as stated from within the YYI Business Plan, signed off by YYI Board Secretary, (who is a suitably qualified person) and their Trustee Board.

These have been quantified in financial terms amounting to a value of £52,068 and this forms the NHS Tayside Best Value Assessment of the services proposed by YYI.

The Comprehensive Investment Appraisal (CIA) Model guidance has been applied to the figures provided in the YYI Business Plan in order to:

- Apply Discounting at the rate and on the basis set out in the CIA for Non-Quality of Life Adjusted Years i.e. 3.5%.

Vacant Possession

An update paper on staff relocations and property rationalisation was prepared in May 2018.

- The majority of staff from Maryfield and Wedderburn House was to be relocated to the former Bowel Screening Centre, Kings Cross and the Mackenzie building within the Ninewells campus.
- The Mackenzie building is currently occupied by the University of Dundee (UoD) staffs that in turn are required to be relocated into the Ninewells building.
- A sequence of moves involving nearly 300 staff has been planned.
- The commitment of the UoD is to carry out alterations only outwith Academic teaching time.
- This is a significant time risk due to the time required for building alterations to the spaces due to receive staff.

This is a very challenging and complex logistical plan that requires NHS Tayside and the University of Dundee to work collaboratively to enable staff to be relocated freeing up Maryfield and Wedderburn House to be available for disposal. Given the passage of time, the plan needs to be reviewed and updated in line with yet to be agreed key policy principles around property rationalisation, including whole life cost benefit assessment.

Financial Considerations

The financial aspects of consideration of the Community Asset Transfer Request from YYI are noted below:

- The Net Book Value (NBV) for Wedderburn House held on the Asset Register is £250,000.
- Approval of the Community Asset Transfer Request at a figure of below this Net Book Value would result in a loss to NHS Tayside and would require to be written off to revenue.
- The District Valuer has advised that the market value for the Wedderburn House would be £340,000, so a further potential loss of £90,000 may arise (£340,000 receipt less £250,000 NBV).

Conclusions from evaluation and assessment process:

In considering the Community Asset Transfer request there were concerns expressed regarding the governance of the community body the planning for the scale of change involved; the risks of asset

ownership and management; the costs and funding acquisition and development and the operational viability of the YYI Business Plan.

Although the Stakeholder Evaluation Panel recommended conditional approval subject to mitigation of risks, the Executive Leadership Team (ELT) took the view that, due to the low offer price, the relatively low score, the risks around deliverability and sustainability of the proposals and the challenges of achieving vacant possession, the request should be rejected.

Decision Making Process

The requirement is for the public body to reach a decision within six months from the date of formal acceptance of the request for Community Asset Transfer. This six months period commenced from 19 October 2018, when the request was formally acknowledged and would have expired on 19 April 2019 but for joint agreement with YYI to extend the date for a decision. The extension of the decision making period requires to be formally agreed with the community body making the request.

The decision has been extended further so that it has been agreed that a final decision be made by the end of January 2020. This would enable the matter to be ultimately determined at this Special Tayside NHS Board meeting prior to the end of January 2020.

Options for Decision

The options for NHS Tayside are as follows:

1. **Accept the Executive Leadership Team recommendation to reject the Community Asset Transfer request.**
2. **Accept the original offer** made in respect of the Community Asset Transfer request from YYI for the consideration of £50,000.
3. **Approve** the Community Asset Transfer request at a discount of £52,068 against the market value subject to agreement on mitigation of risk and conditions for sale.
4. **Determine that No Decision can be made** based on the evidence provided and the difficulties in objectively assessing the benefits.

As above, it is recommended that Option 1 be approved.

4. Policy and Accountability

This Community Asset Transfer request is the first of its kind to be received and considered by NHS Tayside and has had to be progressed in the absence of a policy framework. In order to facilitate the approach taken, as described above, a draft policy framework to inform the process has been developed. It will be necessary to consider and adopt an NHS Tayside policy and procedure for Community Asset Transfer to ensure appropriate and consistent assessment and evaluation of current and future requests.

It will also be important to assign the accountabilities and responsibilities for relevant aspects of the policy and procedure.

5. YYI have a right of appeal and Scottish Government may appoint an Independent Assessor on behalf of Scottish Ministers who may make a final binding determination. Responsible Executive Director and contact for further information

If you require any further information in advance of the Board meeting please contact:

Contact for further information:

Alan Pattinson
Transforming Tayside Lead

alan.pattinson@nhs.net

Responsible Executive Director:

Bill Nicoll
Director of Strategic Change

bill.nicoll@nhs.net

The proposal was considered by the Asset Management Group (AMG) on 21 November 2019 and subsequently at Executive Leadership Team (ELT) on 2 December 2019 and 13 January 2020.

6. Additional supporting information

Appendix 1: Community Asset Transfer Guidance for Relevant Authorities

Appendix 2: Evaluation Panel Outcome

Appendix 3: Best Value Assessment

Appendix 2: Evaluation Panel Outcome



**Wedderburn House
Community Asset Transfer
Assessment Panel Meeting**

Committee Room 1, Level 10, Ninewells Hospital

1.30 PM 13th November, 2019



Wedderburn House Community Asset Transfer Assessment Panel Meeting

Meeting: Committee Room 1, Level 10, Ninewells Hospital
1.30 PM 13th November, 2019

Agenda:

- 1. Welcome**
- 2. Declaration of Interests**
- 3. Overview of Process**
- 4. Update from YYI**
- 5. Assessment of application**
- 6. Summary of status of application**
- 7. Next Steps**
- 8. Further meetings**

Wedderburn House - Community Asset Transfer Assessment



Update

Area	Evidence/Documentation	Details Required/Update	Status
1. Governance	<ul style="list-style-type: none"> Names of Trustees 	Maximum number or percentage of co-opted board members to be set.	Open
2. Viability	<ul style="list-style-type: none"> Staffing ratios correct and in line with Care Inspectorate. 	Being prepared	Open
	<ul style="list-style-type: none"> Evidence of link to health care provision agreed with Dundee H&SCP. 	Being prepared	Open
	<ul style="list-style-type: none"> Single summary of all consultation and engagement by YYI. 	Being prepared	Open
	<ul style="list-style-type: none"> Access to building to establish work requirements and costs going forward (to include asbestos review). 	Being prepared NHST to provide access.	Open Closed
	<ul style="list-style-type: none"> Cost breakdown of proposed conversion. 	Being prepared	Open
3. Funding	<ul style="list-style-type: none"> Disclosure of all grant providers, including International Charity. 	Being prepared	Open
	<ul style="list-style-type: none"> Due diligence by NHST of YYI. 	NHST to follow up.	Open
4. Delivery	<ul style="list-style-type: none"> Business Case to have strategic case for Nursery and discussed with Lesley Gibb (DCC). 	Contact has been made to Lesley Gibb – Awaiting a response	Open

Wedderburn House - Community Asset Transfer Assessment



Process

www.mentimeter.com

Code (50-94-03)

Five sections:

1. Benefits: (score out of 10)
2. Viability: (score out of 6)
3. Community Support and Wider Public Benefit: (score out of 2)
4. Social Value: (score out of 2)
5. Utilisation: (H =3; M=2; L=1)

Score = (Benefits + Viability + Community + Social) x Utilisation

Wedderburn House - Community Asset Transfer Assessment



Benefits Indicators	COMPARISON TO BASELINE
<p><u>Contribution to NHS Tayside's KPIs</u></p>	
<ul style="list-style-type: none"> <i>Better health: We will improve everyone's health and wellbeing by promoting and supporting healthier lives and reducing health inequalities</i> 	<p>🔴🔴</p>
<ul style="list-style-type: none"> <i>Better care: We will improve the quality and access to care and improve patient and service user experience</i> 	<p>🔴</p>
<ul style="list-style-type: none"> <i>Better workplace: We have a valued and diverse workforce who are well informed and appropriately trained, can access development opportunities and have a strong voice throughout the organisation</i> 	<p>🔴</p>
<ul style="list-style-type: none"> <i>Better value: We will make the most effective use of all available resources</i> 	<p>🔴</p>
<p><u>Contribution to National Indicators</u></p>	
<ul style="list-style-type: none"> <i>We live in a Scotland that is the most attractive place for doing business in Europe.</i> 	<p>🔴</p>
<ul style="list-style-type: none"> <i>We realise our full economic potential with more and better employment opportunities for our people.</i> 	<p>🔴</p>
<ul style="list-style-type: none"> <i>We are better educated, more skilled and more successful, renowned for our research and innovation.</i> 	<p>🔴</p>
<ul style="list-style-type: none"> <i>Our young people are successful learners, confident individuals, effective contributors and responsible citizens.</i> 	<p>🔴🔴</p>
<ul style="list-style-type: none"> <i>Our children have the best start in life and are ready to succeed.</i> 	<p>🔴🔴</p>
<ul style="list-style-type: none"> <i>We live longer, healthier lives.</i> 	<p>🔴</p>
<ul style="list-style-type: none"> <i>We have tackled the significant inequalities in Scottish society.</i> 	<p>🔴🔴</p>
<ul style="list-style-type: none"> <i>We have improved the life chances for children, young people and families at risk.</i> 	<p>🔴</p>
<ul style="list-style-type: none"> <i>We live our lives safe from crime, disorder and danger.</i> 	<p>🔴</p>
<ul style="list-style-type: none"> <i>We live in well-designed, sustainable places where we are able to access the amenities and services we need.</i> 	<p>🔴🔴</p>
<ul style="list-style-type: none"> <i>We have strong, resilient and supportive communities where people take responsibility for their own actions and how they affect others.</i> 	<p>🔴🔴</p>
<ul style="list-style-type: none"> <i>We value and enjoy our built and natural environment and protect it and enhance it for future generations.</i> 	<p>🔴</p>
<ul style="list-style-type: none"> <i>We take pride in a strong, fair and inclusive national identity.</i> 	<p>🔴</p>
<ul style="list-style-type: none"> <i>We reduce the local and global environmental impact of our consumption and production.</i> 	<p>🔴</p>
<ul style="list-style-type: none"> <i>Our people are able to maintain their independence as they get older and are able to access appropriate support when they need it.</i> 	<p>🔴</p>
<ul style="list-style-type: none"> <i>Our public services are high quality, continually improving, efficient and responsive to local people's needs.</i> 	<p>🔴</p>
<p><u>Potential future outcomes</u></p>	
<ul style="list-style-type: none"> <i>Increase the number of nursery places</i> 	<p>🔴</p>
<ul style="list-style-type: none"> <i>Increase in number of after school education places</i> 	<p>🔴</p>
<ul style="list-style-type: none"> <i>Increase in Adult education places</i> 	<p>🔴</p>
<ul style="list-style-type: none"> <i>Increase in meals delivered</i> 	<p>🔴</p>
<ul style="list-style-type: none"> <i>Increase in food parcels delivered</i> 	<p>🔴</p>

Wedderburn House - Community Asset Transfer Assessment



Viability Indicators	COMPARISON TO BASELINE
<p><u>YYI Business Plan</u></p> <ul style="list-style-type: none"> • Governance: assurance organisation has appropriate governance structures and complies with all governance standards • Constitution • Finances • Track record • Contingency • Operational Viability • Service Viability: Support of statutory governing bodies. • Acquisition funding • Development funding • Operational funding (grants) • Market needs 	<p>➔ ➔ ➔ ➔ ➔ ➔ ➔ ➔ ➔ ➔ ➔ ➔</p>

Impact	Low	Medium	Strong
Increase	⦿	⦿⦿	⦿⦿⦿
No change		➔	
Reduction	⦿	⦿⦿	⦿⦿⦿

Wedderburn House - Community Asset Transfer Assessment



Community Support and Wider Public Benefit Indicators	COMPARISON TO BASELINE
<ul style="list-style-type: none"> • Letters from Community • Public engagement • Consumer research 	<p>☺☺</p> <p>☺</p> <p>☺</p>

Social Value Indicators	COMPARISON TO BASELINE
<ul style="list-style-type: none"> • Tackling wider inequalities • Community integration • Community education, e.g. cooking classes. • Social Inclusion; e.g. community cafe • Employment opportunities 	<p>☺☺</p> <p>☺</p> <p>☺☺</p> <p>☺☺</p> <p>☺</p>

Impact	Low	Medium	Strong
Increase	☺	☺☺	☺☺☺
No change		☺	
Reduction	☹	☹☹	☹☹☹

Wedderburn House - Community Asset Transfer Assessment



Attribute	Measure	Score
Benefits:	Weighted score out of 10 (50%)	5
Viability:	Weighted score out of 6 (30%)	2
Community Support and Wider Public Benefit:	Weighted score out of 2 (10%)	1
Social Value	Weighted score out of 2 (10%)	1.3
Sub Total	Weighted score out of 20	9.3
Utilisation	Low (score 1), Medium (score 2) and High (score 3)	1.8
Total	Weighted score out of 60	16.7

Wedderburn House - Community Asset Transfer Assessment



		Overall project score	
Impacts		LOW	HIGH
	Positive impacts in all areas	Recommendation to approve	
	Negative impacts with potential to mitigate	Recommend provisional approval subject to identification of options for mitigation	
	Critical negative impacts	Recommendation to refuse	

The above lines reflect the scoring of the qualitative attributes:

Vertical Line: Overall scoring from the Mentimeter on-line voting

Horizontal Line: From the impacts assessed from the four attributes.

Wedderburn House - Community Asset Transfer Assessment



Next Steps:

- Confirmation of recommendation and any mitigation (if required).
- Best Value Assessment (NHS Tayside Team).
- Confirmation of outcome to YYI.

Appendix 3: Best Value Assessment

BEST VALUE ASSESSMENT: Wedderburn House, Dundee.

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SECTION 1: BACKGROUND AND SUMMARY

Site Information

Ref:	WBH001	Type: Purchase price	
Site, Location:	Wedderburn House, Dundee.	DVS Valuation	£340,000
Health Board	NHS Tayside	Price offered	£50,000
Area	1,744 square metres in a plot of 0.31hectares	“Gift” requested:	£290,000 (85%)
		NHS Tayside Best Value Assessment	£52,068 (15.3%)

Comparative Scenario

Wedderburn House was identified for disposal on 23 April 2015 and has been marketed as a commercial property since January 2018.

The Comparative Scenario is open market sale; the level of interest indicates that this is likely to be sold at DV Valuation within a period of 12-18 months.

Benefits Assessment Overview

The types of benefits identified in the Community Empowerment (Scotland) Act 2015, which NHS Tayside must consider in making its decision, are: economic development; regeneration; public health; social wellbeing; environmental wellbeing; reducing inequalities of outcome from socio-economic disadvantage any other benefits that might arise through the alternative use of the asset.

The benefits assessment sets out the calculations and evidence used in the request to justify the discount. It then sets out NHS Tayside analysis of the outcomes and benefits, taking into consideration the key factors.

Asset Transfer Guidance for Relevant Authorities

Outcomes may deliver financial, quantitative or qualitative benefits:

Benefit	Example	Assessment	Key Factors																
Part A: Financial 1. Jobs & Income 2. Social 3. Environmental 4. Public Sector Cost Savings	Reduction in public sector costs or enhancement of provision due to the proposal. NHS Tayside Dundee Health and Social Care Partnership Dundee City Council	Where possible, financial costs e.g. new income generation for the community, GVA of new jobs, costs associated with volunteers' time in providing services are quantified. Any public costs, e.g. loss of income, increase staff time, are also quantified.	This assessment summarises the benefits identified in the asset transfer requests and Evaluation Panel's report, taking into account: <ul style="list-style-type: none"> • extent of community served • community need / demand for services • likelihood that benefits will be delivered over a <u>5-year period</u> • impact of project failure To account towards a discount, benefits should be <u>additional</u> . Therefore the outcomes are compared to the baseline scenario, and the existing benefits.																
Part B: Outcomes - quantitative	Contribution towards local or national priorities e.g. improved standards of healthcare; contribution towards alleviating homelessness; supporting local employment etc.	A simple evaluation is used to assess the impact of the request on NHS Tayside's key performance indicators and other Scottish Government National Indicators. <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="border-bottom: 1px solid black;">Impact</th> <th style="border-bottom: 1px solid black;">Low</th> <th style="border-bottom: 1px solid black;">Medium</th> <th style="border-bottom: 1px solid black;">Strong</th> </tr> </thead> <tbody> <tr> <td>Increase</td> <td style="text-align: center;">●</td> <td style="text-align: center;">●●</td> <td style="text-align: center;">●●●</td> </tr> <tr> <td>No change</td> <td></td> <td style="text-align: center;">➔</td> <td></td> </tr> <tr> <td>Reduction</td> <td style="text-align: center;">●</td> <td style="text-align: center;">●●</td> <td style="text-align: center;">●●●</td> </tr> </tbody> </table>		Impact	Low	Medium	Strong	Increase	●	●●	●●●	No change		➔		Reduction	●	●●	●●●
Impact	Low	Medium		Strong															
Increase	●	●●	●●●																
No change		➔																	
Reduction	●	●●	●●●																
Part C: Outcomes - qualitative	Improved community cohesion; enhanced local services etc.	A description of any additional qualitative outcomes.																	

SECTION 2: BEST VALUE ASSESSMENT SUMMARY

Community Proposal

Yusuf Youth Initiative's (YYI) was set up in 2005 as a community based organization, it employ 31s staff – (9 FTE) and operates in all community wards in Dundee. Currently they support 250 minority adults and young people weekly and 500 people across the City through our outreach programme comprising five projects:

- Future Leaders Academy,
- YYI Youth Clubs,
- ChangeMakers,
- Engage &
- Taught by Muhammad.

YYI wish to acquire the entire building for modification to provide a central hub linked to the West end of Dundee as a base to maintain and enhance their services to deliver:

- Ten classrooms to expand their Supplementary School (to 150 young people daily from across Dundee)
- A recreational space for their weekly Youth Clubs and adult programmes (supporting up to 400 people weekly)
- Meeting rooms for community events
- Running a regular Curry Kitchen and a full time Foodbank
- Community and interfaith groups to be able to provide additional services
- Opening nursery provision for 3 to 5year old children (for up to 40 children)
- Large community space with seating for up to 200 people to be used for community events and available for hire to the local community
- Business incubator space for young people
- Office space for staff accommodating up to 25 staff members.
- Catering and training kitchen for income generation

The following table identifies the costs from the YYI Business Plan for the benefits that are planned to be delivered. Below is NHST assessment of benefit to NHST

Asset Transfer Guidance for Relevant Authorities

Table 1: YVI Benefits Calculation (see YVI Business Plan Appendix 3 p55) full cost of delivering these activities

Benefit by Activity	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Benefit: Taught by Muhammad Increase support café provision across the City from supporting 350 people weekly to 600 people. Deliver budget cooking programmes for 40 adults per week Workshops Food parcels for 3,500 people pa.	£31,360	£31,360	£38,880	£39,380	£39,880	£180,860
Benefit: YVI Youth Clubs Increased youth work provision from 150 young people to 300 young people weekly	£12,800	£15,200	£17,800	£18,800	£18,800	£83,400
Benefit: ChangeMakers Developing older young people; preparing and enhancing skills for life	£23,000	£23,000	£24,500	£25,500	£26,000	£122,000
Benefit: Engage Engage is a health and wellbeing project that aims to support minority ethnic adults in Dundee	£21,360	£21,360	£22,360	£23,360	£23,360	£111,800
Benefit: Future Leaders Academy An additional full time nursery in the City supporting 40-65 children daily and after school club	£23,588	£59,025	£65,263	£74,400	£81,375	£303,651
Benefit: Administration and Overheads Increase employment by 100% - 18 Full time equivalent staff	£156,180	£187,203	£193,529	£205,440	£208,795	£951,147
Purchase and Conversion	£250,000	-	-	-	-	£250,000
Total	£518,288	£337,148	£362,332	£386,880	£398,210	£2,002,858

Asset Transfer Guidance for Relevant Authorities

NHS Tayside Analysis

The NHS Tayside Community Asset Transfer Evaluation Panel noted significant concerns over the viability of

- Governance: Constitution and composition of members and trustees quoracy
- Viability: Lack of contingency and small margin and the realistic assessment of conversion and operating costs.
- Funding: Lack of evidence for funding for asset purchase and conversion
- Operational dependency on grant funding

Outcome:

The outcome of the best value assessment is that £52,068 is the value identified with the services offered by YYI.

Details of the identified and quantified benefits are as follows:

The following table identifies the benefit from the NHS Tayside assessment of the submission over a five year period.

Mitigation:

- Business Plan
 - Clarification of market research to demonstrate the need for the additional services
 - Evidence of planning prior to start up for development; service delivery; recruitment and staffing.
 - Feasibility of funding for acquisition, development and operation based on realistic cost estimates
- Constitution
 - Confirmation of number of trustees and quoracy
 - A limit on the number of members that can be co-opted
 - Confirmed by a quorate Trustee AGM/EGM.
- The above mitigation to be submitted by YYI after a three month period.
- Protection of NHS Tayside in the details of sale to ensure discount is protected within the five year period.
- Delegated authority from Board to Chief Executive and Finance Director to review revised submission.

Asset Transfer Guidance for Relevant Authorities

Table 2: NHS Tayside Benefits Calculation

Benefit by Activity	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Benefit: Taught by Muhammad						
Increase support café provision across the City from supporting 350 people weekly to 600 people.	£9,544	£9,544	£11,152	£11,252	£11,352	£52,844
Deliver budget cooking programmes (NHS Cookit) for additional 40 adults per week	£1,000	£1,000	£1,000	£1,000	£1,000	£5,000
Food parcels for 3,500 people pa. (no additional parcels identified).	£0	£0	£0	£0	£0	£0
Benefit: YVI Youth Clubs						
Increased youth work provision from 150 young people to 300 young people weekly	£0	£0	£0	£0	£0	£0
Benefit: ChangeMakers						
Developing older young people; preparing and enhancing skills for life	£0	£0	£0	£0	£0	£0
Benefit: Engage						
Engage is a health and wellbeing project that aims to support minority ethnic adults in Dundee; increasing adult provision from 100 to 400	£0	£0	£0	£0	£0	£0
Benefit: Future Leaders Academy						
An additional full time nursery in the City supporting an 40-65 children daily and after school club	£0	£0	£0	£0	£0	£0
Benefit: Administration and Overheads						
Increase employment by 100% - 18 Full time equivalent staff	£0	£0	£0	£0	£0	£0
Purchase and Conversion	£0	£0	£0	£0	£0	£0
Total	£10,544	£10,544	£12,152	£12,252	£12,352	£57,844
Net Present Value						£52,068

Notes:

Note: Discount factor = 3.5% Non-Quality Adjusted Life Year Discount Factor used per 4.1 in CIA User Guide:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/855324/CIA_User_Guide.pdf

Asset Transfer Guidance for Relevant Authorities

Other benefits: There are no further benefits that have been identified to have a direct impact on NHS Tayside costs.

Conclusion: Therefore, a discount could be considered based on the community figures provided for the activities associated with taught by Muhammad with a high likelihood of delivering public benefit outcomes.

Taught by Muhammad:

Cafe provision	£52,844
NHS Cook It	£5,000
Food parcels`	nil
Total (before net present value discounting)	£57,844

This would give a total best value of **£52,068**

SECTION 3: BEST VALUE ASSESSMENT

PART A. Financial Benefits

1. Economic Development

COMMUNITY ASSESSMENT OF BENEFITS			
Activity	Business Plan Cost (Total over 5 years)	Risk (Evidence and Timescales)	Comparative scenario
Taught by Muhammad: Cafe provision		Evidence: <ul style="list-style-type: none"> • Increase from 350 to 600 places weekly • Increase will start on completion of conversion. 	Property is already identified for disposal and has been placed on the commercial premises market.
Taught by Muhammad: NHS Cook it		Evidence: <ul style="list-style-type: none"> • Increase from 80 to 120 places on courses per week • Increase will start on completion of conversion. 	Property is already identified for disposal and has been placed on the commercial premises market
Taught by Muhammad: Food Parcels		Evidence: <ul style="list-style-type: none"> • 80 Households provided monthly • Monthly Curry Kitchen supporting 50 homeless clients monthly (in partnership with Salvation Army). • Delivery will continue as currently. • No increase in volume indicated. 	Property is already identified for disposal and has been placed on the commercial premises market
Total	£165,860		

Asset Transfer Guidance for Relevant Authorities

NHS Tayside Analysis

Taught by Muhammad:

Assumptions:

- a) 0% of Food Bank costs: Food Bank has no change identified.
- b) 40% of Cafe costs: Cafe is increasing from 350 to 600. Increase is 40% of total.
- c) 20% of Project costs: Half of Project costs allocated to Cafe and the increase of activity is 40%.
- d) 20% of Project Manager: Half of PM time allocated to Cafe and the increase of activity is 40%.
- e) 30% of Presentation Coordinator Cook-it cost: Increase from 80 to 120 per week.

Taught by Muhammad:

Costs

Cafe provision	£52,844
NHS Cook It	£5,000
Food parcels`	nil
Total (before net present value discounting)	£57,844
This would give a total best value of	£52,068

3. Environmental

COMMUNITY ASSESSMENT OF BENEFITS			
Activity	Discount requested	Risk (Evidence and Timescales)	Comparative scenario
<u>Uncosted benefits</u> <ul style="list-style-type: none"> Carbon emissions reductions in public and staff journeys Carbon emissions reductions in delivery of services. 	N/A	<ul style="list-style-type: none"> Aim to grow 500kg of food produced at our community garden which will be contributed towards the cooked food at Wedderburn House. Bicycle parking rack on site encouraging people to cycle the Centre and offering incentives to those who do (such as reduction in class fees). 	Property is already identified for disposal and has been placed on the commercial premises market

4. Public sector costs / savings

COMMUNITY ASSESSMENT OF BENEFITS			
Activity	Discount requested	Risk (Evidence and Timescales)	Comparative scenario
<ul style="list-style-type: none"> N/A as site identified for disposal. 			

Asset Transfer Guidance for Relevant Authorities

PART B. Quantitative Outcomes

The following tables indicate the assessment of the four attributes: Benefits; Viability; Community Support and Wider Public Benefit and Social Value

The scoring used is shown in the following table:

<u>Impact</u>	<u>Low</u>	<u>Medium</u>	<u>Strong</u>
Increase	①	①①	①①①
No change		③	
Reduction	④	④④	④④④

The summary of the assessment is as follows:

Attribute	Increase	No change	Reduction
Benefits	19	6	nil
Viability	5	2	4
Community Support and Wider Public Benefit	3	nil	nil
Social Value	5	nil	nil

Asset Transfer Guidance for Relevant Authorities

Benefits Indicators	COMPARISON TO BASELINE
<u>Contribution to NHS Tayside's KPIs</u>	
• <i>Better health: We will improve everyone's health and wellbeing by promoting and supporting healthier lives and reducing health inequalities</i>	🕒🕒
• <i>Better care: We will improve the quality and access to care and improve patient and service user experience</i>	🕒
• <i>Better workplace: We have a valued and diverse workforce who are well informed and appropriately trained, can access development opportunities and have a strong voice throughout the organisation</i>	🕒
• <i>Better value: We will make the most effective use of all available resources</i>	🕒
<u>Contribution to National Indicators</u>	
• <i>We live in a Scotland that is the most attractive place for doing business in Europe.</i>	🕒
• <i>We realise our full economic potential with more and better employment opportunities for our people.</i>	🕒
• <i>We are better educated, more skilled and more successful, renowned for our research and innovation.</i>	🕒
• <i>Our young people are successful learners, confident individuals, effective contributors and responsible citizens.</i>	🕒🕒
• <i>Our children have the best start in life and are ready to succeed.</i>	🕒🕒
• <i>We live longer, healthier lives.</i>	🕒
• <i>We have tackled the significant inequalities in Scottish society.</i>	🕒🕒
• <i>We have improved the life chances for children, young people and families at risk.</i>	🕒
• <i>We live our lives safe from crime, disorder and danger.</i>	🕒
• <i>We live in well-designed, sustainable places where we are able to access the amenities and services we need.</i>	🕒🕒
• <i>We have strong, resilient and supportive communities where people take responsibility for their own actions and how they affect others.</i>	🕒🕒
• <i>We value and enjoy our built and natural environment and protect it and enhance it for future generations.</i>	🕒
• <i>We take pride in a strong, fair and inclusive national identity.</i>	🕒
• <i>We reduce the local and global environmental impact of our consumption and production.</i>	🕒
• <i>Our people are able to maintain their independence as they get older and are able to access appropriate support when they need it.</i>	🕒
• <i>Our public services are high quality, continually improving, efficient and responsive to local people's needs.</i>	🕒
<u>Potential future outcomes</u>	
• <i>Increase the number of nursery places</i>	🕒
• <i>Increase in number of after school education places</i>	🕒
• <i>Increase in Adult education places</i>	🕒
• <i>Increase in meals delivered</i>	🕒
• <i>Increase in food parcels delivered</i>	🕒

Asset Transfer Guidance for Relevant Authorities

Viability Indicators	COMPARISON TO BASELINE
<p><u>YYI Business Plan</u></p> <ul style="list-style-type: none"> • <i>Governance: assurance organisation has appropriate governance structures and complies with all governance standards</i> • <i>Constitution</i> • <i>Finances</i> • <i>Track record</i> • <i>Contingency</i> • <i>Operational Viability</i> • <i>Service Viability: Support of statutory governing bodies.</i> • <i>Acquisition funding</i> • <i>Development funding</i> • <i>Operational funding (grants)</i> • <i>Market needs</i> 	

Community Support and Wider Public Benefit Indicators	COMPARISON TO BASELINE
<ul style="list-style-type: none"> • <i>Letters from Community</i> • <i>Public engagement</i> • <i>Consumer research</i> 	

Asset Transfer Guidance for Relevant Authorities

Social Value Indicators	COMPARISON TO BASELINE
<ul style="list-style-type: none"> • <i>Tackling wider inequalities</i> • <i>Community integration</i> • <i>Community education, e.g. cooking classes.</i> • <i>Social Inclusion; e.g. community cafe</i> • <i>Employment opportunities</i> 	<p>⦿⦿</p> <p>⦿</p> <p>⦿⦿</p> <p>⦿⦿</p> <p>⦿</p>

PART C. Qualitative Outcomes

YYI aim to decrease inequalities around health for minority ethnic adults who are more prone to heart disease and diabetes. This is mainly due to diet and physical exercise. By creating prevention measures through our health and environmental measures above, we aim to decrease these diseases amongst minority individuals. We also aim to encourage a positive and healthy lifestyle amongst young people so that they don't incur any difficulties as they grow older.

In the case of the Wedderburn House, the facilities will be available to the local community; there will be regular consultations with our service users and community groups about events and activities they would like to see at the Centre. There will also be discussions with local groups in the area to ensure there is no duplication of activities.

Appendix F

Part 1 – *Wellbeing Valuation*

Part 2 – *Social Value for YYI Youth Clubs using the Wellbeing Valuation Approach*

Part 3 – *Additional Benefits based upon the 7 Statutory Criterion*

Part 4 – *Additional Benefits broken down by Activity*

Part 5 – *Timeline of Events*

Appendix F Part 1: Wellbeing Valuation

One method that has successfully been used to show the social benefit of a charity is the Wellbeing Valuation Approach⁴⁹. The Wellbeing Valuation Approach uses figures from a Social Value Bank to provide a financial value to a certain activity or outcome. The figures in the Social Value Bank are from “large national surveys to isolate the effect of a particular factor on a person’s wellbeing. Analysis then reveals the equivalent amount of money needed to increase someone’s wellbeing by the same amount.”⁵⁰

This approach has been used in a report by AMION Consulting to calculate the value of Youth Zones.⁵¹ The report values the financial cost of constructing 3 new youth centres in Manchester, Oldham and Wigan against the social value generated by each new centre. In relation to the Wellbeing Valuation Approach, the report states:

“The main advantage of Wellbeing Valuation is that the values contained within the Social Value Bank are consistent and robust. Wellbeing Valuation is in HM Treasury’s Green Book – the UK Government’s core guide to policy appraisal and evaluation – as a method for placing values on things that do not have a market value through being bought and sold. It is increasingly being used a range of leading authorities and central government departments (including the Department for Business, Innovation and Skills, the Department for Culture, Media and Sport, the Department for Work and Pensions, HM Treasury and the Department for Communities and Local Government).”⁵²

A small selection of average financial values from the Social Value Bank are included below⁵³.

Outcome	Average Value (per person per year)
Full time employment	£10,767
Part Time employment	£1,229
Regular volunteering	£2,357
Feel belonging to neighbourhood	£3,753
Go to youth club	£2,300
Frequent mild exercise	£3,537

⁴⁹ Trotter, L., Vine, J., Leach, M. and Fujiwara, D. *Measuring the Social Impact of Community Investment: A Guide to using the Wellbeing Valuation Approach* (London: HACT, 2014) Available from <https://www.hact.org.uk/sites/default/files/uploads/Archives/2014/3/MeasuringSocialImpactHACT2014.pdf>

⁵⁰ AMION Consulting. *OnSide Youth Zones; Defining the Impact of a Youth Zone Final Report* (Liverpool, 2015: p28) Available from <http://www.socialvalueuk.org/app/uploads/2016/03/OnSide-Defining-the-Impact-of-a-Youth-Zone-Final-with-exec-summary-M....pdf> (27/02/20)

⁵¹ AMION Consulting, *op. cit.*

⁵² AMION Consulting, *op. cit.*, p28

⁵³ Trotter et al., *op. cit.*, p14-15

Appendix F Part 2

Social Value for YYI Youth Clubs using the Wellbeing Valuation Approach.

Date	4 th April 2023 ⁵⁴
What's the activity?	Mixed activity – Youth
Annual budget	£37,463 ⁵⁵
Associated outcome/Value	Go to youth clubs
Evidence you need to apply the value	Relevant survey question/record of attendance at youth club
Does this require a survey or data from organisational records?	Youth survey
In which region is this activity?	Outside of London
Average person value	£2,300
Number of participants/beneficiaries <ul style="list-style-type: none">• Age unknown• Under 25• 25-49• 50+	Under 25 - 150
Total Value	£369,646
Total Minus deadweight	£299,413
Deadweight percentage	19%

The above total is calculated on the projected forecast of 150 young people being supported in year 5 within the YYI Youth Club. If we were to only account for the additional 80 young people then the social value is calculated at £197,145 in year 5, with a Total Minus deadweight of £159,687.

The above table been generated using the Wellbeing Valuation Approach Social Calculator Tool⁵⁶

A deadweight is a 'what would have happened anyway' adjustment to prevent over claiming in social value. Average deadweight estimates based upon research are set at 19% for social and community social wellbeing outcomes.⁵⁷

⁵⁴ Based on end of financial year from business plans

⁵⁵ This is based upon YYI's financial projections in the Business Plan.

⁵⁶ Appendix F Part 1

⁵⁷ Trotter et al., *op. cit.*

Appendix F Part 3

The table below only includes additional benefits based upon the 7 Statutory Criterion

<p>Economic Development</p>	<ul style="list-style-type: none"> • <i>Job opportunities – minimum of 25 additional staff⁵⁸ (ranging from part-time to full-time). This will include:</i> <ul style="list-style-type: none"> ○ <i>6 nursery staff,</i> ○ <i>5 supplementary school staff,</i> ○ <i>6 for youth club staff,</i> ○ <i>3 facilities staff,</i> ○ <i>and 5 staff for our adult classes.</i> • <i>Training opportunities –</i> <ul style="list-style-type: none"> ○ <i>REHIS Cooking Courses for an additional 245 people annually⁵⁹</i> ○ <i>Apprenticeships⁶⁰</i> ○ <i>Employability courses for young people⁶¹</i> ○ <i>Additional volunteer training across all projects⁶²</i> ○ <i>Accreditation⁶³</i> • <i>Supporting new businesses – support 15- 20 people setting up their own businesses⁶⁴ including</i> <ul style="list-style-type: none"> ○ <i>Office space,</i> ○ <i>Mentorship,</i> ○ <i>Centralised software,</i> ○ <i>Resources bank,</i> ○ <i>Support in obtaining start-up grants, training, investments and loans.</i> • <i>YYI becomes more financial stable as less reliant upon funding grants to run projects</i> • <i>Funding grants are spend more on the service users and activity running costs and less on overheads</i>
<p>Regeneration</p>	<ul style="list-style-type: none"> • <i>Increase access to services by:</i> <ul style="list-style-type: none"> ○ <i>Central event space for local groups and charities,⁶⁵</i> ○ <i>A community café,⁶⁶</i> ○ <i>A nursery,⁶⁷</i> ○ <i>Centralised Emergency Food Parcel pick up point,⁶⁸</i> ○ <i>Local bike hire provision,⁶⁹</i> ○ <i>Education and Physical well-being classes for adults and young people.⁷⁰</i>

⁵⁸ Page 26 of the YYI Business Plan.

⁵⁹ Page 36 of the YYI Business Plan.

⁶⁰ Page 35 of the YYI Business Plan.

⁶¹ Page 36 of the YYI Business Plan.

⁶² Page 26 of the YYI Business Plan.

⁶³ *ibid*

⁶⁴ *ibid*

⁶⁵ Page 18 of the YYI Business Plan.

⁶⁶ Page 19 of the YYI Business Plan.

⁶⁷ *ibid*

⁶⁸ Page 26 of the YYI Business Plan.

⁶⁹ Page 28 of the YYI Business Plan.

⁷⁰ Page 36 of the YYI Business Plan.

	<ul style="list-style-type: none"> • <i>Property identified for disposal. YYI's aim is to retain community benefit from and within the Property.</i>
<p>Public Health</p>	<ul style="list-style-type: none"> • <i>Healthier lifestyle including:</i> <ul style="list-style-type: none"> ○ <i>Running a range of fitness classes weekly with an increase of 280 adult attendees⁷¹ (The provision will take into account cultural and religious sensitivities of the targeted client group),⁷²</i> ○ <i>An additional 250 young people⁷³ through our three youth projects with education and participation in exercise, healthy cooking, and understanding safe hygiene practices and lifestyles⁷⁴</i> • <i>Mental health services offering:</i> <ul style="list-style-type: none"> ○ <i>Child and adult staff training around 1-on-1 support,⁷⁵</i> ○ <i>A safe space for people where they can talk in a confidential and non-judgemental environment with staff⁷⁶</i> ○ <i>Group workshops supporting people's development.⁷⁷</i> ○ <i>Continued and increased access for services users engaging NHS community keep-well nurses through our services.⁷⁸</i> • <i>Supporting better access to healthcare⁷⁹ as a number of service users struggle with the English language and face barriers accessing general healthcare provision.</i>
<p>Social Wellbeing</p>	<ul style="list-style-type: none"> • <i>Bringing people together through the social/community space</i> <ul style="list-style-type: none"> ○ <i>Monthly cultural nights bringing together people from various faiths and backgrounds experiencing food, language and individual cultures.⁸⁰</i> • <i>Regular classes, activities, events and inter-community initiatives open and accessible for everyone⁸¹</i> • <i>Developing stronger community spirit though increasing volunteer pool to over 200 volunteers⁸²</i> • <i>Supporting learning by increasing classroom space for both adults and young people⁸³</i> • <i>Reducing Anti-social behaviour by increasing our youth work provision young people offering a familiar and safe space to attend.⁸⁴</i>

⁷¹ *ibid*

⁷² Page 16 of the YYI Business Plan.

⁷³ Page 23 and Page 24 of the YYI Business Plan.

⁷⁴ Page 19 of the YYI Business Plan.

⁷⁵ Page 13 of the YYI Business Plan.

⁷⁶ Page 16 of the YYI Business Plan.

⁷⁷ Page 27 of the YYI Business Plan.

⁷⁸ *ibid*

⁷⁹ Page 36 of the YYI Business Plan.

⁸⁰ Page 27 of the YYI Business Plan.

⁸¹ Page 16 of the YYI Business Plan.

⁸² Page 26 of the YYI Business Plan.

⁸³ Page 18 of the YYI Business Plan.

⁸⁴ Page 23 of the YYI Business Plan.

Environmental Wellbeing	<ul style="list-style-type: none"> • <i>The property is in close proximity to YYI’s community garden allowing more service users to take part in gardening and horticulture activities.</i>⁸⁵
Reduce Inequalities	<ul style="list-style-type: none"> • <i>A larger space will able YYI to increase its foodbank provision tackling short-term poverty.</i>⁸⁶ • <i>Additional support café provisions will allow increased support socially isolated individuals that are on low incomes.</i>⁸⁷ • <i>A number of YYI’s staff are minority women - many of them do not have the confidence to go into a normal workplace. Providing opportunities to volunteer in a trusted environment allows pathways for future training and employment.</i>⁸⁸
Other Benefits through the Alternative use of the Asset	<ul style="list-style-type: none"> • <i>A new third sector nursery that provides the flexibility of being open all year round supporting parents who are in or wish to enter the labour market.</i>

⁸⁵ Page 25 of the YYI Business Plan.

⁸⁶ Page 26 of the YYI Business Plan.

⁸⁷ *ibid*

⁸⁸ Page 28 of the YYI Business Plan.

Appendix F Part 4

The table below only includes additional benefits

<p>Benefit: Taught by Muhammad</p> <p>Increase support café provision across the City from supporting 350 people weekly to 600 people.</p> <p>Deliver budget cooking programmes (NHS Cookit) for additional 40 adults per week</p> <p>Food parcels for 3,500 people pa. (no additional parcels identified).</p>	<p>Economic</p> <ul style="list-style-type: none"> • <i>REHIS accredited cooking courses</i> • <i>Accreditation and additional volunteering opportunities</i> • <i>Project becomes more sustainable by reducing overhead costs</i> • <i>Grant funding will be spent more on delivering activities and less on overheads.</i> <p>Regeneration</p> <ul style="list-style-type: none"> • <i>Community Café</i> • <i>A cooking course to enable people to cook healthy meals on a budget</i> • <i>Increasing support services within the Property</i> • <i>Increase meal provision to socially isolated individuals</i> • <i>In-house services will promote access to our wider activities</i> • <i>Property is identified for disposal – YYI will retain community benefit from the Property</i> • <i>Increased foodbank provision from centralised location. Current figures are 3,500 parcels per annum. This number has increased year to year with a 19% increase recorded in the last year alone⁸⁹</i> <p>Health</p> <ul style="list-style-type: none"> • <i>1-on-1 support services to the community</i> • <i>Safe space for people where they can talk in a confidential and non-judgemental environment with staff</i> • <i>Continued and increased access for service users engaging NHS Community Keep-Well nurses through our services</i> • <i>Supporting better access to healthcare as a number of service users struggle with the English language and face barriers accessing general healthcare provision.</i> • <i>Close proximity to the YYI Community Garden allowing fresh fruit and vegetable to be incorporated in the menu on a daily basis</i> <p>Social well-being</p> <ul style="list-style-type: none"> • <i>Developing stronger community spirit though increasing volunteer pool</i> <p>Environmental</p> <ul style="list-style-type: none"> • <i>Reducing carbon emission through use of locally produced fruit and vegetables</i> • <i>Central location with good transport links will encourage alternative low-carbon emission forms of transport while attend the centre</i> <p>Reduce Inequalities</p> <ul style="list-style-type: none"> • <i>A larger space will able YYI to increase its foodbank provision tackling short-term poverty.</i> • <i>Additional support café provisions will allow increased support socially isolated individuals that are on low incomes</i>
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⁸⁹ Trussell Trust. 'End of Year Stats.' Available from <https://www.trusselltrust.org/news-and-blog/latest-stats/end-year-stats/> (27/02/20)

<p>Benefit: YVI Youth Clubs Increased youth work provision from 150 young people to 300 young people weekly</p>	<p>Economic</p> <ul style="list-style-type: none"> • <i>Accreditation and additional volunteering opportunities</i> • <i>Project becomes more sustainable by reducing overhead costs</i> • <i>Grant funding will be spent more on delivering activities and less on overheads</i> • <i>New job and apprenticeship opportunities</i> <p>Health</p> <ul style="list-style-type: none"> • <i>Safe space for people where they can talk in a confidential and non-judgemental environment with staff</i> • <i>More young people taking part in regular health and fitness activities</i> • <i>The ability for young people to develop skills around cooking and healthy eating</i> • <i>Child and adult staff training around 1-on-1 support</i> • <i>Group workshops supporting young people's development</i> <p>Social Wellbeing</p> <ul style="list-style-type: none"> • <i>Regular classes, activities, events and inter-community initiatives open and accessible for everyone</i> • <i>Developing stronger community spirit through increasing volunteer pool</i> • <i>Supporting learning by increasing classroom space young people</i> • <i>Reducing Anti-social behaviour by increasing our youth work provision offering young people a familiar and safe space to attend.</i> • <i>Increase our provision to 7 days a week</i> <p>Regeneration</p> <ul style="list-style-type: none"> • <i>Property is identified for disposal – YVI will retain community benefit from the Property</i> • <i>Increase access to Education and Physical well-being classes for young people</i>
<p>Benefit: ChangeMakers Developing older young people; preparing and enhancing skills for life</p>	<p>Economic</p> <ul style="list-style-type: none"> • <i>Accreditation and additional volunteering opportunities</i> • <i>Project becomes more sustainable by reducing overhead costs</i> • <i>Grant funding will be spent more on delivering activities and less on overheads</i> • <i>New job and apprenticeship opportunities</i> • <i>Business Incubator to encourage and support new businesses for 15-20 people at one time</i> <p>Health</p> <ul style="list-style-type: none"> • <i>Safe space for people where they can talk in a confidential and non-judgemental environment with staff</i> • <i>More young people taking part in regular health and fitness activities</i> • <i>The ability for young people to develop skills around cooking and healthy eating</i> • <i>Child and adult staff training around 1-on-1 support</i> • <i>Group workshops supporting young people's development</i>

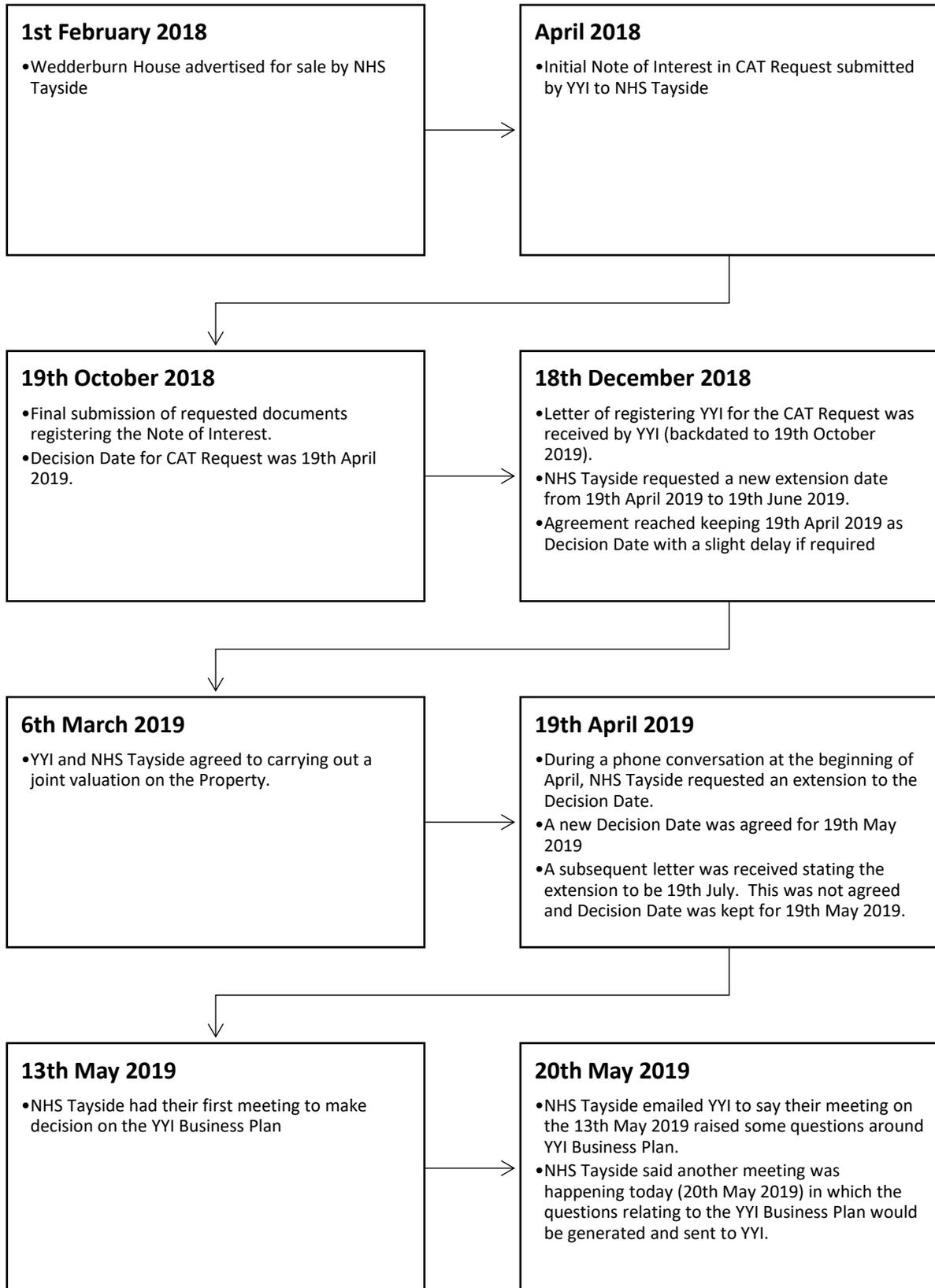
	<p>Social Wellbeing</p> <ul style="list-style-type: none"> • <i>Regular classes, activities, events and inter-community initiatives open and accessible for everyone</i> • <i>Developing stronger community spirit through increasing volunteer pool</i> • <i>Supporting learning by increasing classroom space young people</i> • <i>Reducing Anti-social behaviour by increasing our youth work provision offering young people a familiar and safe space to attend.</i> • <i>Increase our provision to 7 days a week</i> <p>Regeneration</p> <ul style="list-style-type: none"> • <i>Property is identified for disposal – YYI will retain community benefit from the Property</i> • <i>Increase access to Education and Physical well-being classes for young people</i>
<p>Benefit: Engage</p> <p>Engage is a health and wellbeing project that aims to support minority ethnic adults in Dundee; increasing adult provision from 100 to 400</p>	<p>Economic</p> <ul style="list-style-type: none"> • <i>REHIS accredited cooking courses</i> • <i>Accreditation and additional volunteering opportunities</i> • <i>Project becomes more sustainable by reducing overhead costs</i> • <i>Grant funding will be spent more on delivering activities and less on overheads</i> • <i>New job opportunities</i> • <i>Business Incubator to encourage and support new businesses for 15-20 people at one time</i> <p>Health</p> <ul style="list-style-type: none"> • <i>Safe space for people where they can talk in a confidential and non-judgemental environment with staff</i> • <i>More adults taking part in regular health and fitness activities</i> • <i>The ability for adults to develop skills around cooking and healthy eating</i> • <i>Staff training around 1-on-1 support</i> • <i>Group workshops</i> • <i>Supporting better access to healthcare⁹⁰ as a number of service users struggle with the English language and face barriers accessing general healthcare provision.</i> <p>Social Wellbeing</p> <ul style="list-style-type: none"> • <i>Bringing people together through the social/community space</i> • <i>Regular classes, activities, events and inter-community initiatives open and accessible for everyone</i> • <i>Developing stronger community spirit through increasing volunteer pool</i> • <i>Supporting learning by increasing classroom space for adults</i> • <i>Increase our provision to 7 days a week</i> <p>Regeneration</p>

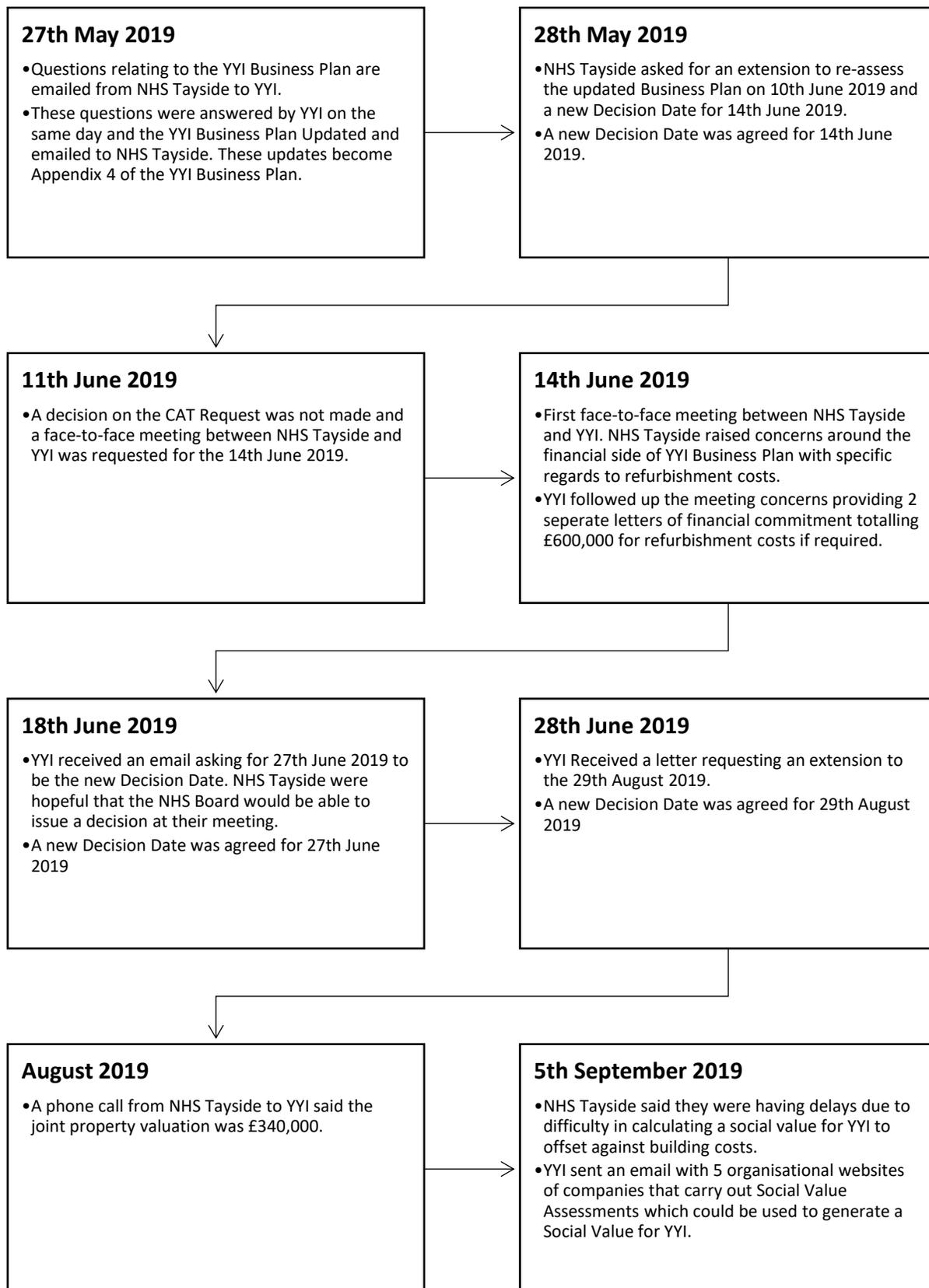
⁹⁰ Page 36 of the YYI Business Plan.

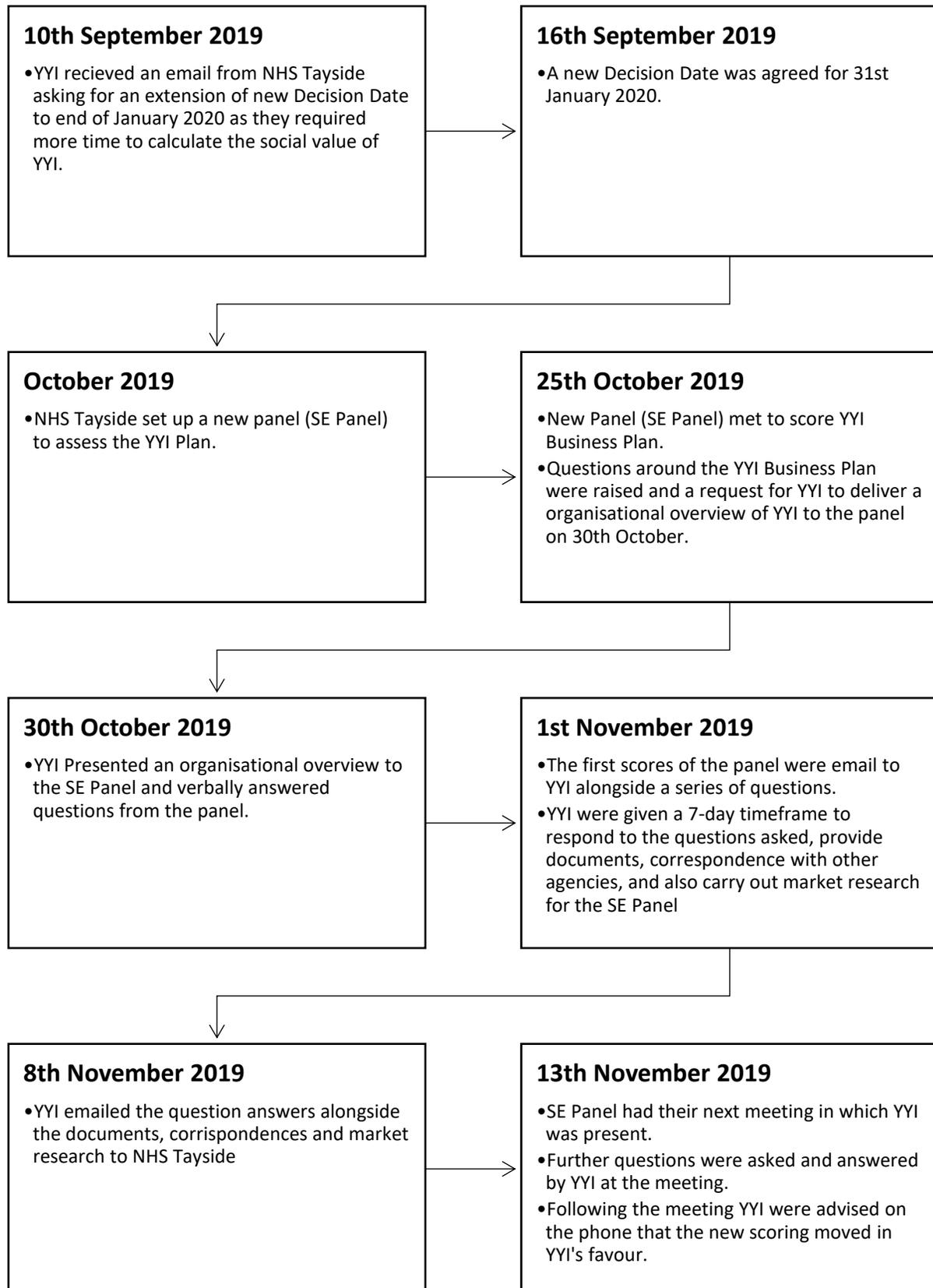
	<ul style="list-style-type: none"> • <i>Property is identified for disposal – YYI will retain community benefit from the Property</i> • <i>Increase access to Education and Physical well-being classes for adults</i> • <i>Local Bike hire provision</i> • <i>Central event space for local groups and charities</i> • <i>Community Café on site</i> <p>Environmental Wellbeing</p> <ul style="list-style-type: none"> • <i>Horticultural activities at the YYI Community Garden</i> <p>Reduce Inequalities</p> <ul style="list-style-type: none"> • <i>Additional support café provisions will allow increased support socially isolated individuals that are on low incomes.</i> • <i>A number of YYI’s staff are minority women - many of them do not have the confidence to go into a normal workplace. Providing opportunities to volunteer in a trusted environment allows pathways for future training and employment</i>
<p>Benefit: Future Leaders Academy</p> <p>An additional full time nursery in the City supporting an 40-65 children daily and after school club</p>	<p>Economic</p> <ul style="list-style-type: none"> • <i>Accreditation and additional volunteering opportunities</i> • <i>Project becomes more sustainable by reducing overhead costs</i> • <i>Grant funding will be spent more on delivering activities and less on overheads</i> • <i>New job and apprenticeship opportunities</i> <p>Health</p> <ul style="list-style-type: none"> • <i>Safe space for people where they can talk in a confidential and non-judgemental environment with staff</i> • <i>More young people taking part in regular health and fitness activities</i> • <i>The ability for young people to develop skills around cooking and healthy eating</i> • <i>Child and adult staff training around 1-on-1 support</i> • <i>Group workshops supporting young people’s development</i> <p>Social Wellbeing</p> <ul style="list-style-type: none"> • <i>Developing stronger community spirit though increasing volunteer pool</i> • <i>Supporting learning by increasing classroom space young people</i> • <i>Reducing Anti-social behaviour by increasing our youth work provision young people offering a familiar and safe space to attend</i> <p>Regeneration</p> <ul style="list-style-type: none"> • <i>Property is identified for disposal – YYI will retain community benefit from the Property</i> • <i>Increase access to Education and Physical well-being classes for young people</i> • <i>Increase access to nursery provisions</i> <p>Reduce Inequalities</p> <ul style="list-style-type: none"> • <i>A number of YYI’s staff are minority women - many of them do not have the confidence to go into a normal workplace. Providing opportunities</i>

	<p><i>to volunteer in a trusted environment allows pathways for future training and employment</i></p> <p>Environmental Wellbeing</p> <ul style="list-style-type: none"> • <i>Horticultural activities at the YYI Community Garden</i> <p>Additional Benefits</p> <ul style="list-style-type: none"> • <i>A new third sector nursery that provides the flexibility of being open all year round supporting parents who are in or wish to enter the labour market.</i>
<p>Benefit: Administration and Overheads</p> <p>Increase employment by 100% - 18 Full time equivalent staff</p>	<p>Economic</p> <ul style="list-style-type: none"> • <i>Job opportunities – minimum of 25 additional staff (ranging from part-time to full-time). This will include:</i> <ul style="list-style-type: none"> ○ <i>6 nursery staff,</i> ○ <i>5 supplementary school staff,</i> ○ <i>6 for youth club staff,</i> ○ <i>3 facilities staff,</i> ○ <i>and 5 staff for our adult classes.</i> • <i>Project becomes more sustainable by reducing overhead costs</i> • <i>A dedicated training kitchen for REHIS accredited and community cooking courses</i> • <i>A numbers of small rooms to large community spaces reducing overheads for our own activities and potential of income generation</i> • <i>Centralised incubator space will reduce logistical and administrative expense</i> <p>Reduce Inequalities</p> <ul style="list-style-type: none"> • <i>A number of YYI’s staff are minority women - many of them do not have the confidence to go into a normal workplace. Providing opportunities to volunteer in a trusted environment allows pathways for future training and employment</i>

Appendix F Part 5: Timeline of Events







December 2019 and January 2020

- Several emails sent from YYI over these months asking for the second scoring from the last SE Panel meeting, alongside any other issues that need addressed prior to January Decision Date
- No email correspondence was received from NHS Tayside.

31st January 2020

- YYI were informed over the phone by NHS Tayside the CAT Request was refused.
- Board Meeting Minutes posted outlining the CAT Request and Decision Notice.

10th February 2020

- Decision Notice sent to YYI formally refusing the CAT Request

