

**Asset Transfer Request
Reporting Template 2023/24 for Relevant Authorities**

Section 95 of the Community Empowerment (Scotland) Act 2015 requires relevant authorities to produce an annual report on Asset Transfer Request activity and publish this no later than 30 June each year.

Following stakeholder feedback and in response to asset transfer evaluations, this template has been created to help gather asset transfer data for the period 1 April 2023 to 31 March 2024. Information provided will help inform policy and practice at local and national level as the data will be collated and shared by the Scottish Government's Community Empowerment Team. However, it will be for each relevant authority to make their own annual report publicly available by 30 June 2024, whether using this template or not.

Please provide information in sections below and email completed template by 30 June 2024 to community.empowerment@gov.scot

Section One – Relevant Authority Information

Organisation: Clackmannanshire Council

Address: Kilncraigs, Greenside Street, Alloa

Completed by: Lesley Baillie

Role: Strategy & Performance Adviser

Email: lbaille@clacks.gov.uk

Telephone: 01259 452012

Date of completion:

Are you the Asset Transfer Lead Contact for the organisation: Yes

If not please provide the name, job title and email address for the lead contact for any queries:

Section 2: Asset Transfer Data in 2023/24

2.1 Please complete the following table for the 2023/24 reporting period :

Total Applications Received	Number of successful applications determined	Number of unsuccessful applications determined	Number received and yet to be determined	Number received prior to 2023/24 and yet to be determined
1	0	0	0	0

2.2 Please provide details of Asset Transfer Requests received which resulted in transfer of ownership, lease, or rights from your relevant authority to a community transfer body in 2023/24:

n/a

2.3 Please provide details of Asset Transfer Requests that went to a relevant authority appeal or review which were concluded in 2023/24:

Name of Community Transfer Body	Was the Asset Transfer Appeal/Review accepted? (Y/N)	Why was the Appeal/Review accepted/refused? <i>Please provide details of the asset transfer request and reasons for your decision.</i>
n/a		

2.4 Please use this space to provide any further comments relating to the above data:

The Community Transfer Body withdrew the 2023-24 Asset Transfer Request before the Request went forward for decision. Therefore, no further detail appears in the report. However, the CAT Request had progressed almost to decision and a considerable amount of time and effort by both the CTB and Council was committed to it.

Section Three – Promotion and Equality

3.1 Please provide information on any action you have taken to promote the benefits of asset transfer or any support provided for communities to engage with the Asset Transfer Request process.

We work in partnership with the Third Sector Interface in order to promote the benefits of asset transfer to local communities. This partnership has promoted ongoing dialogue, initiated during the reporting period, with two potential CTBs regarding the transfer of Council assets.

We have provided management information about the properties and we have discussed the process and the options available to the CTB. We have arranged for site visits for the CTBs to allow them to assess the suitability of the assets

3.2 In particular what action has been taken to support disadvantaged communities to engage with the asset transfer process?

The information we provide on our website encourages dialogue at an early stage the better to provide tailored support to disadvantaged communities and we are available to meet to provide support at a time and place to suit. We signpost potential applicants to their options for other sources of support which may be more appropriate to their needs.

We circulate, both directly and through community networks, the information we receive from Scottish Government and support organisations with opportunities for learning, support and funding to help communities engage with the asset transfer process.

Section Four – Additional Information

4.1 Please use this space to provide any further feedback not covered in the above sections.

Not captured in the reporting template is the routine volume of telephone and email enquiries about the availability of Council land and property for CAT ; and the volume of general enquiries received by phone, email and in person about the CAT process and what is required of Community Transfer Bodies in order to complete a CAT.

Please email the completed template by 30 June 2024 to community.empowerment@gov.scot

If you have any queries please contact Malcolm Cowie, Asset Transfer Policy Manager at Malcolm.cowie@gov.scot