

**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: Argyll & Bute Council Address: Kilmory Castle, Lochgilphead, PA31 8RT

Completed by: David Allan Role: Estates & Property Development Manager

Email: estatesenquiries@argyll-bute.gov.uk Telephone: 01436 658 957

Date of completion: 23/05/2024

Are you the Asset Transfer Lead Contact for the organisation: No

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

David Rennie, Partnerships Development Officer, david.rennie@argyll-bute.gov.uk

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
None	None	None	None	None

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:

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>
None		

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

Although we have no formal ATRs to report, we have a number of active Expressions of Interest (20) with 7 of these new requests being instigated within the time frame of this report. We view the increase in EOI and subsequent decrease in ATR a positive reflection of the support we are giving to communities to address and articulate their request without requiring them to invoke the legislation and the subsequent, often onerous for groups, process involved.

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 regularly maintain and update information pages on our website:

<https://www.argyll-bute.gov.uk/my-community/communities-and-partnerships/community-asset-transfer>

We signpost enquiries to look at the website and other support agencies along with answering any queries. We also link with other departments within the council to signpost and promote the website content internally. We recently ran an information session for elected members to inform them of the service on offer.

We actively signpost and direct general enquiries to our single point of contact.

We have responded to requests for training by working with COSS to deliver awareness courses to interested groups.

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

We work with all groups to help them develop and make their request known.

We engage with specialist Community Development officers to bring additional support that aids disadvantaged group to make their request.

We have a single point of contact that is in place to assist groups to develop their request whether they choose to develop a formal or informal process to raise their request.

Section Four – Additional Information

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

We have redesigned our website and are developing a more user friendly Expression of Interest (EOI) page on our website; displaying less technical and more user friendly text on the page. We are keen to promote that this is an informal option, and it is not part of the formal process which sometimes is seen as onerous. Our new website and revised webpages will make clearer the pathways of taking forward ideas and plans on council assets and Community Asset Transfer. It will include a guide of frequently asked questions and key matters for community groups to consider before they take on an asset and where they can access additional support.

We are also planning to trial some promotional opportunities for community groups to work in partnership with the Council to develop the use/ future sustainability of council assets.

The existing EOI page will be continue to be updated as new ideas come forward

[Asset Transfer Expressions of Interest | Argyll and Bute Council \(argyll-bute.gov.uk\)](https://www.argyll-bute.gov.uk/my-community/communities-and-partnerships/community-asset-transfer)

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