



**Asset Transfer Request
Reporting Template 2021/22 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 2021 to 31 March 2022. 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 2022, whether using this template or not.

Please provide information in the four sections below and email the completed template by 30 June 2022 to community.empowerment@gov.scot.

Section One – Relevant Authority Information

Organisation: RENFREWSHIRE COUNCIL	Address: RENFREWSHIRE HOUSE, COTTON STREET PAISLEY, PA1 1WB
Completed by: SANDRA INRIG	Role: PROGRAMME MANAGER COMMUNITY ASSET TRANSFER and REGENERATION
Email: Sandra,inrig@renfrewshire.gov.uk	Telephone: 07483 395945
Date of completion: 16 June 2022	
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: N/A	

Section 2: Asset Transfer Data in 2021/22

2.1 Please complete the following table for the 2021/22 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 2019/20 and yet to be determined
3	0	0	3	4

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 2021/22:

Name of Community Transfer Body, or community group that will take ownership, lease, or management of the asset.	Date request was validated	Date decision was agreed to transfer the asset	Date transfer completed	Please provide further details, such as: description of the asset / area transferred / amount paid / discount given/ type of ownership / purpose of the transfer.
NONE in YEAR				

2.3 Please provide details of Asset Transfer Requests that went to a relevant authority appeal or review which were concluded in 2021/22:

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 in YEAR		

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

A number of applications were not able to be progressed during the pandemic, hence the number of applications still to be determined.

In January 2022, the Council identified a role to undertake a review of all CAT policies and procedures, to refresh these and to embed them better across the Council. This work completed in April 2022 and the refreshed policy and procedures were approved by the Council Policy Board on 15 June 2022. During the course of the review, work was also undertaken to review outstanding applications and to get these back on track. This has resulted in a number of acknowledgements and one determination (outwith the period of this report).

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:

Since January 2022, we have begun a process of embedding CAT across a number of teams within the Council, specifically, Community Engagement, Community Empowerment and Economic Development. This has increased awareness and understanding of CAT by groups working more directly with organisations in the community. There is also an improved level of integration and cross-referencing with relevant funding streams for community development.

During 2022/3, we intend to relaunch more active promotion of CAT through community workshops in collaboration with our Community Learning and Development Service, Community Engagement teams and the Third Sector Interface.

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

Our Community Learning and Development Team are in the process of appointing up to 9+ Community Lead Officers in order to increase capacity for greater community engagement in disadvantaged areas.

Section Four – Additional Information

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

Please email the completed template by 30 June 2022 to community.empowerment@gov.scot

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

Thank you!

Community Empowerment Team
Scottish Government