

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:	Address:
Renfrewshire Council	Renfrewshire House, Cotton Street, Paisley PA1 1WB
Completed by:	Role:
Sandra Inrig	Programme Manager – Community Asset Transfer & Regeneration
Email:	Telephone:
Sandra.inrig@renfrewshire.gov.uk	0141 487 1447 / 07974 071238
Date of completion: 28 June 2024	
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 ¹	Number of successful applications determined ²	Number of unsuccessful applications determined	Number received and yet to be determined ³	Number received prior to 2023/24 and yet to be determined ⁴
4	5	0	3	2

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:

Name of Community Transfer Body	Name and Description of Asset	Nature of Transfer	Date of Transfer
Friends of Howwood Park Ltd.	Howwood Park Pavilion	Lease (10 years)	19/03/2024
Inchinnan Development Trust	India Tyres Playing Fields	Lease (50 years)	14/03/2024

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:

Additional information in relation to data at 2.1 above:

1. The figure reported above relates only to the number of full applications validated in 2023/24. The Community Transfer Bodies and assets counted are:
 - Linwood Community Garden Ltd – Linwood Community Garden
 - Linwood War Memorial Association – Land (Old Candren Road/Bridge Street, Linwood)
 - Erskine Community Allotments SCIO – Erskine Community Allotments
 - Bee Happy – Land (Mansfield Avenue, Houston)
2. The figure reported above relates to the total number of applications approved in the period and includes those validated in 2023/24 and in previous years. The Community Transfer Bodies and assets counted are:
 - Lochwinnoch Community Development Trust – Land (Lochhead Avenue, Lochwinnoch)
 - Linwood Community Garden Ltd – Linwood Community Garden
 - Linwood War Memorial Association – Land (Old Candren Road/Bridge Street, Linwood)
 - Erskine Community Allotments SCIO – Erskine Community Allotments
 - Bee Happy – Land (Mansfield Avenue, Houston)
3. The figure reported above relates to full applications received in 2023/24 but not validated. The Community Transfer Bodies and assets counted are:
 - Renfrewshire Witch Hunt 1697 – Land (Gallows Green, Paisley).
 - Calderglen Community SCIO – Calderglen Playing Fields, Lochwinnoch.
 - Bridge of Weir Men’s Shed – Pavilion within Houston Road Playing Fields, Bridge of Weir.
4. The figure reported above relates to applications reported as received prior to 2023/24 but which are not validated. The Community Transfer Bodies and assets counted are:
 - Renfrew Cricket Club – Cricket ground in KGV Playing Fields, Renfrew.
 - Ferguslie Community Development Trust – St Ninian’s Church Hall, Paisley

During the course of 2023/24, Renfrewshire Council received 33 new applications, enquiries and expressions of interest.

In addition to the full and determined applications reported above, we have

- 6 applications in the final stages awaiting validation;
- 9 full expressions of interests currently working on their full CAT request; and
- 9 live enquiries where we are working with groups to identify appropriate assets and the most appropriate approach.

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 continue to engage directly with groups and Community Councils as well as through our Third Sector Interface to raise awareness and promote the benefits of CAT. Over the last year, I have also met with a number of Elected Members to de-mystify CAT and to help promote asset transfer as an option within their communities. I have also been directly involved in the Strategic Property Review promoting the benefits of asset transfer in relation to surplus land and buildings.

In terms of support, the Council has launched a £1.5m fund to help build sustainable communities. Groups can apply to this fund for up to £25,000 of revenue funding which is designed to support capacity building and enable communities to undertake consultations, feasibility and options appraisals as a precursor to asset transfer.

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

Our Sustainable Communities Fund has proved immensely popular especially with disadvantaged communities enabling them to 'buy in' knowledge and expertise and to build capacity in the local community. Applicants to SCF are supported in developing their applications through a small team of officers and through our Community Economic Development Team and Engage Renfrewshire.

Road shows and information events have also targeted disadvantaged communities.

Section Four – Additional Information

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

Since employing a dedicated CAT Lead and single point of contact in January 2022, we have increased the number of enquiries and CAT applications from across Renfrewshire and have doubled the number of approved applications from 8 in the period 2017 – 2021 to 16 up to the end of March 2024.

In addition to increasing the numbers of applications, we have significantly reduced the time for validated applications to be determined from 6 months or more to 12 weeks or less. This has been achieved by working more closely with groups in terms of when applications are presented in order that they can be validated, published and approved with minimum delay.

A continuing source of delay is the time following approval for groups to submit their offer and for the Council's legal processes to conclude. To counteract this, we are looking at our processes in terms of how we can better support groups in their understanding of Stage 2 and the importance of engaging a solicitor quickly to submit their offer and to act on their behalf in the conveyancing process. We are also looking at internal processes and how we can reduce the time for conveyancing.

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