

**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**](mailto:community.empowerment@gov.scot)

**Section One – Relevant Authority Information**

Organisation: Inverclyde Council Address: Inverclyde Council

Enterprise Centre.

Port Glasgow Community Campus

Kilmacolm Road

PA14 6PP

Completed by: Hugh Scott Role: Service Manager Community Learning and Development

Community Safety & Resilience and Sport

Email: [Hugh.Scott@inverclyde.gov.uk](mailto:Hugh.Scott@inverclyde.gov.uk) Telephone: 01475 715450

Date of completion: 4/6/24

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 | 1 | 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: Inverclyde Shed has successfully completed an asset transfer for a community growing space known as "the walled garden," located within an existing community area in Gourock. This new growing space will complement and support the demand for the existing growing area managed by Inverclyde Shed at Shore Street Gardens.

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? *Please provide details of the asset transfer request and reasons for your decision.* |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

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

**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.

Inverclyde Council has collaborated closely with the third sector to conduct information sessions on asset transfer. As a local authority, we have developed our relationship with DTAS, enhancing support and information regarding the asset transfer process.

We have reviewed and updated our guidance documents to ensure clarity and user-friendliness. This has led to the creation of an 'expression of interest' form to initiate dialogue and provide optimal support and options concerning Community Ownership. Progress has been made towards developing an interactive asset mapping tool, which will be available on the Inverclyde Council's Asset Transfer webpage.

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

As a local authority we are going through a transitional process in relation to our approach and structures in relation to community engagement. This involves establishing an Inverclyde People’s Network supporting by locality-based community conversation weeks. A key aspect of the people’s network will be to ensure that communities are more aware of opportunities for empowerment.

**Section Four – Additional Information**

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

Beyond the formal asset transfer process, Inverclyde Council has continued to assist various community groups with community ownership through lease options. Such groups include:

- The Scouts

- The Girl Guides

- Phoenix Car Club

- Wellington Allotments

- Greenock Boxing Club

- King George V Bowling Club

- Lady Alice Bowling Club

The above groups have received support and guidance in relation to managing, renewing and maintain their lease’s for assets owned by Inverclyde Council.

**Please email the completed template by 30 June 2024 to** [**community.empowerment@gov.scot**](mailto:community.empowerment@gov.scot)

If you have any queries please contact Malcolm Cowie, Asset Transfer Policy Manager at [Malcolm.cowie@gov.scot](mailto:Malcolm.cowie@gov.scot)