

**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 sections below and email the completed template by 30 June 2022 to community.empowerment@gov.scot.

Section One – Relevant Authority Information

Organisation:	Scottish Borders Council	Address:	Council Headquarters Newtown St Boswells Melrose TD6 0SA
Completed by:	Clare Malster	Role:	Participation Officer
Email:	cmalster@scotborders.gov.uk	Telephone:	01835 826626

Date of completion: 10 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:

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
1	0	0	1	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 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.
n/a				

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>
n/a		

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

The request referred to above is being significantly amended. A revised application is expected to be submitted in 2022/23 and will replace the existing one.

The application received during 2020/21 was subsequently withdrawn in 2021/22.

We do continue to undertake asset transfers (leases) outwith the formal process set out in the Community Empowerment Act although have found that some groups prefer the structured approach set out in the Act.

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.

A presentation about asset transfer, featuring an example of a successful local request, has been given at Cheviot Area Partnership

Although no enquiries about asset transfer requests were received during the first year of the pandemic we have seen interest above pre-pandemic rates during 2022/23.

We are reviewing our approach to community empowerment, including asset transfer, to take on the learning gained during the pandemic when our way of working with communities changed fundamentally. As part of this process we will be engaging with community transfer bodies to understand what worked and what could have been done differently.

Mindful of the important role that Elected Members play in engaging with communities, and raising awareness of options and support to available to them, we are delivering training covering not just asset transfer but the wider community empowerment agenda for all Scottish Borders Councillors.

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

Support to disadvantaged communities is largely provided by CLD staff who in turn work closely with Locality Development Co-ordinators (LDC). Previously there had been discussions in relation to the Community Empowerment Act and asset transfer at Learning Community Partnership meetings, which are primarily aimed at disadvantaged communities. The role of LDCs includes direct support to groups wishing to pursue and asset transfer either under, or outwith, the Act. CLD staff and LDCs also lead our Community Assistance Hubs which have provided a vital link between individuals, organisations and community volunteers during the pandemic.

Five new posts have been created providing a Community Engagement Officers in each of the five localities in the region. Along with a Greenspace Programme Officer, a Climate Change Officer and two Place Planning & Regeneration Officers the capacity to provide support to communities has increased. This is reflected in an increase in the number of groups working alongside SBC to develop assets in their area.

Section Four – Additional Information

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

Section 5 – Community Empowerment Act Review

The following questions relate to the Scottish Government review of the Community Empowerment (Scotland) Act 2015. We would value your feedback as a relevant authority concerned with part 5 (asset transfers) of the Community Empowerment (Scotland) Act 2015.

5.1 Has the legislation made things easier or more difficult to access? Please provide some comments on your experiences as a relevant authority engaging with this legislation.

Having a clear, consistent process across Scotland is good. The right for CTBs to request a review/appeal provides them with a degree of comfort.

5.2 Where can things be further improved, and what needs to change?

Over the last couple of years we have had one group that wanted to withdraw its request and another that are making significant amendments to theirs. It would be really helpful if part 5 of the Act, and accompanying guidance, included a section on withdrawing an application

5.3 Are you aware of what support is available to you when engaging with this legislation, and how you can access this? Please provide comments where possible.

The Community Ownership Support Service provide really useful support to both Relevant Authorities and Community Transfer Bodies.

5.4 What would you like to see now, to further empower Scotland's communities?

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