

**Asset Transfer Request**

**Reporting Template 2022/23 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 2022 to 31 March 2023. 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 2023, whether using this template or not.

**Please provide information in sections below and email completed template by 30 June 2023 to** [**community.empowerment@gov.scot**](mailto:community.empowerment@gov.scot)

**Section One – Relevant Authority Information**

Organisation: Fife Council Address: Fife House, North Street, Glenrothes, KY7 5LT

Completed by: Zahida Ramzan Role: Policy Co-ordinator

Email: [Zahida.ramzan@fife.gov.uk](mailto:Zahida.ramzan@fife.gov.uk) Telephone:

Date of completion: 30th July 2023

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 2022/23**

2.1 Please complete the following table for the 2022/23 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 2022/23 and yet to be determined |
| 1 | 0 | 0 | 0 | 1 |

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 2022/23:

Application received from Footprint East Neuk for area of land which was approved for transfer in August 2022.

2.3 Please provide details of Asset Transfer Requests that went to a relevant authority appeal or review which were concluded in 2022/23:

|  |  |  |
| --- | --- | --- |
| 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.* |
|  |  | NA |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

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

Fife Football Academy’s request for asset transfer was approved in 2019 and despite a number of extensions to the transfer and amendments to terms and conditions, the organisation has not concluded the transfer despite a number of follow-ups from the Council’s Legal Team.

**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.

The Council continues to support any organisation wishing to apply asset transfer including referring to Fife Voluntary Action and DTAS/COSS. All guidance, application forms and previous applications and decisions are published online.

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

Staff in localities will support organisations with the asset transfer process and/or referring to relevant organisations as appropriate.

**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. Please note, any feedback offered in Section 5 would only be used for the purposes of the review, and all comments would be anonymised.*

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

The legislation has formalised the process of asset transfer and from an organisation’s point of view it is helpful to have a timescale within which they will receive a response.

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

Organisations can still feel frustrated as the process of transfer can sometimes be lengthy. That can be anything from negotiating the final terms and conditions of transfer to the organisation having to ensure their constitution is suitable for asset transfer. Without necessarily changing the legislation, it is perhaps more about making organisations aware of these types of issues before they start the process of asset transfer.

The cost of living crisis is having an impact on community groups and their capacity to be able to take on assets. That, along with the increased costs for maintenance and reducing budgets, is going to make groups more risk averse in taking on assets and look to continued public sector subsidy.

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.

Yes – have a nominated contact within COSS and the Policy Co-ordinator is a member of the Community Empowerment Network.

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

**Please email the completed template by 30 June 2023 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)