

**Asset Transfer Request
Reporting Template 2019/20 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 summary evaluations over the last two years (final 3 year evaluation report is due to be published by end of June 2020), this template has been created to help gather asset transfer data for the period 1 April 2019 to 31 March 2020. 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 2020, whether using this template or not.

Please provide information in the four sections below and email the completed template by 30 June 2020 to community.empowerment@gov.scot.

Section One – Relevant Authority Information

Organisation: Loch Lomond and The Trossachs National Park Authority

Address: Carrochan, Carrochan Road, Balloch G83 8EG

Completed by: Fiona Jackson

Role: Sustainable Development Advisor

Email: Fiona.jackson@lochlomond-trossachs.org

Telephone: 01389 722612

Date of completion: 30 June 2020

Are you the Asset Transfer Lead Contact for the organisation: ~~Yes~~/No

If not please provide the name, job title and email address for the lead contact for any queries:

Sandra Dalziel, Governance and Legal Manager, sandra.dalziel@lochlomond-trossachs.org

Section 2: Asset Transfer Data in 2019/20

2.1 Please complete the following table:

Total Applications Received in 2019/20	Number of successful applications	Number of unsuccessful applications	Number received in 2019/20 and yet to be determined	Number received prior to 2019/20 and yet to be determined
0	n/a	n/a	n/a	n/a

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 2019/20:

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 were refused in 2019/20 and went to a relevant authority appeal or review including whether they were allowed or dismissed:

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:

n/a

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.

Our Asset Transfer information and internal procedures ensure staff can provide early support if a community body is thinking about an Asset Transfer. This support would be bespoke to the context and enables discussion about the processes and criteria for submitting a valid Asset Transfer Request and where further independent support can be accessed.

A review of Community Empowerment Act policy and procedures is underway (postponed by the COVID-19 crisis) with the aim of improving the capacity of the organisation to support Asset Transfer Requests.

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

The Park Authority has a number of ongoing systems in place to support community ownership of land or buildings. We aim to improve these to make our culture one that welcomes community-led delivery.

Our corporate work on equality and diversity also supports systems and actions that enable use of Asset Transfer Requests. This includes our Park for All group aiming to inspire the organisation to deliver against our equality duties by constructively challenging prejudices, raising awareness of the economic and social benefits of inclusion and identity and to facilitate actions that support equality and diversity; progress is reported in the [Equalities Mainstreaming Report & Equality Outcomes Progress Report 2019](#).

Our community development activities, which aim to support community bodies to develop capacity and lead on their own actions, is delivered through a range of means such as: our National Park Grant Scheme; volunteering, skills development and youth engagement programme; community place planning; core funding the Community Partnership charity to support community networking/information flows; match funding specialist community support projects (e.g. social enterprise); working closely with our four Third Sector Interface and Local Authority community development staff.

Section Four – Additional Information

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

n/a

Subject to the pressures of responding to the Covid-19 emergency situation and recovery – if possible please email the completed template by 30 June 2020 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