

**Asset Transfer Request  
Reporting Template 2020/21 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 2020 to 31 March 2021. 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 2021, whether using this template or not.

**Please provide information in the four sections below and email the completed template by 30 June 2021 to [community.empowerment@gov.scot](mailto:community.empowerment@gov.scot).**

**Section One – Relevant Authority Information**

Organisation: Argyll & Bute Council

Address: Kilmory Castle, Lochgilphead,  
PA31 8RT

Completed by: David Allan

Role: Estates & Property Development  
Manager

Email: [estatesenquiries@argyll-bute.gov.uk](mailto:estatesenquiries@argyll-bute.gov.uk)

Telephone: 01436 658 957

Date of completion: 23rd June 2021

Are you the Asset Transfer Lead Contact for the organisation: No

If not please provide the name, job title and email address for the lead contact for any queries: David Rennie, Social Enterprise Development Officer, [asset-transfer@argyll-bute.gov.uk](mailto:asset-transfer@argyll-bute.gov.uk)

## **Section 2: Asset Transfer Data in 2020/21**

2.1 Please complete the following table for the 2020/21 reporting period:

Total new applications received in 2020/21	Total applications received prior to 1 April 2020 which were still to be determined at 1 April 2020	Number of successful applications agreed in 2020/21	Number of unsuccessful applications refused in 2020/21	Total applications (received in any year) still to be determined as at 31 March 2021.
None	One	None	One	None

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 2020/21:

Name of Community Transfer Body, or community group that will take ownership, lease, or management of the asset.	Date request was accepted	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.
None				

2.3 Please provide details of Asset Transfer Requests that went to a relevant authority appeal (internal) and/or review (Scottish Government) which were concluded in 2020/21:

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>
Kilmory Woodlands	No	<a href="https://www.argyll-bute.gov.uk/sites/default/files/redacted_kilmory_woodlands_-_review_decision_notice.pdf">https://www.argyll-bute.gov.uk/sites/default/files/redacted_kilmory_woodlands_-_review_decision_notice.pdf</a>

2.4 How many assets in total have been transferred to community ownership, lease or management by your organisation since the asset transfer legislation came into force in January 2017?

Under the asset transfer legislation we have had three Asset Transfer Requests in total. Two for full transfer and one for a leasing arrangement. One has been successful, the leasing arrangement.

2.5 Please provide information on any assets transferred to community ownership *outwith* the Asset Transfer legislative process since January 2017.

We run an informal Expression of Interest (EOI) process to support possible Asset Transfer Requests (ATR). To date we have received 70 EOI's, 14 are active, 53 have concluded or been withdrawn and 3 developed into full ATRs. Of the 53 we can identify:

- One Transfer – Ardchattan School and school house to the Ardchattan Centre
- Two formal leases - Bute County Cricket Club - Mull & Iona Community Trust
- Five other arrangements to meet the group's request - Mull & Iona Community Trust - Helensburgh Football Club - Ardencaple Football Club - Lismore Parent Council - Tiree Community Council

There may be other sales of assets to community groups but these are the ones tracked through our Community Asset Transfer process.

2.6 Considering asset transfers that have completed since 2017, what do you consider to be the outcomes (benefits/challenges) for the communities that have taken ownership of the assets? Please give examples if you can.

Given the limited numbers of formal asset transfer requests it is considered to be too early to give conclusive views on the outcomes of the transfers which have been completed since the legislation came into force. The early indications are that the groups are progressing well with their plans and where the original proposal hasn't been able to be realised alternative options to deliver their aims have been supported. Examples include:

**Calgary Bay - Mull and Iona Community Trust (MICT)** – approached us for an agreement to manage a SSSI (Site of Special Scientific Interest) that was under threat from grazing. Now this agreement is in place the SSSI site is secure, additional funding has been accessed to create and display information boards about the site and how important it is to the biodiversity of the area. MICT have been able to develop the small campsite nearby to help prevent wild camping on the SSSI. They are now developing a plan to transfer ownership of the toilet block to develop additional facilities to the additional need from an increase in tourism to the area and additional facilities for the campsite. At the moment we have on the back of our original work with the group put in place a partnership arrangement to manage the existing toilet facilities until such time as the group have secured a funding package to start the improvements and redesign of facilities.

**Land at Kilmory Home Farm** – A group of interested people set up an organisation **Kilmory Woodlands** to progress a request for a large track of land on the outskirts of the local town. We worked with the group to prepare an Asset Transfer Request that was subsequently refused. The group has since disbanded. Many of the supporters of the group were representatives of smaller established organisations who had an interest in developing their activities on this potential site. We continued dialogue with some of these groups to look at their needs and are trying to identify alternative solutions to meet parts of the original request. We are close to establishing a new site for the local junior rugby club to be able to play and train for competition matches as part of these discussions. They have still some way to go to raise the funding to upgrade the site but we continue to offer support and guidance to realise their request.

### **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 during 2020/21.

We regularly update our pages on the website <https://www.argyll-bute.gov.uk/asset-transfer-eoi>

We signpost enquiries to look at the website and other support agencies along with answering any queries. We also link with other departments within the council to sign post and promote the website content internally. Normally we also attend events to publicise and promote our process but this has not been able to happen due to Covid-19 restrictions.

In addition we are looking to respond to community interest in training for developing Community Asset Transfers by promoting COSS online workshops and webinars due to be offered and will follow on with more detailed bespoke training on our process if requested by participants.

3.2 In particular what action has been taken to support disadvantaged communities to engage with the asset transfer process during 2020/21?

Our EOI process and single point of contact offers support to communities looking to engage with the council on assets. We provide Community Development Officer support where relevant, for example if the group needs additional support to get themselves into a position to take forward what they are requesting. Working outwith the formal statutory process allows groups of all participation levels to promote their ideas in a more open environment and for suitable support to be provided where required.

3.3 Please provide any details of the inclusiveness and involvement of local organisations when determining asset transfer applications.

We follow all the protocols laid down in the Act and encourage community engagement before a full ATR is submitted. Prior to this the groups are encouraged to use the informal EOI process to develop their plans and involve the wider community to ensure that the proposals are inclusive and reflect the views of as much of the community as possible.

## **Section Four – Additional Information**

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

*For example, we are interested in your reflections about what has gone well and what has gone less well in relation to Asset Transfers during 2020/21?*

*Is there any aspect of the process that you intend to adapt or change in the year ahead?*

*Have you identified any needs for guidance or support that would support the ATR process?*

*If you have developed any case study material or published new information about Asset Transfer Requests please share links to those with us here.*

We are developing a more user friendly Expression of Interest (EOI) page on our website. Displaying less technical and more user friendly text on the page. We are keen to promote that this is an informal option, and not part of the formal process which sometimes causes confusion. Our revised webpage will make clearer the pathways of taking forward ideas and plans on assets. It will include a guide of frequently asked questions and key matters for community groups to consider and where they can access support.

We are also planning to trial some promotional opportunities for community groups to work with the Council in developing the use/ future sustainability of council assets.

The existing page will be updated as this progresses <https://www.argyll-bute.gov.uk/asset-transfer-eoi>

During 2020/21 a positive outcome was achieved for The Ardchattan Centre who submitted an EOI for the former Ardchattan School and schoolhouse. The team were able to support the group outwith the statutory process with a successful Land Fund application which enabled them to acquire the property and move forward with their plans to deliver a local community centre.

**Subject to the pressures of responding during Covid, if possible please email the completed template by 30 June 2021 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)

Thank you!

Community Empowerment Team  
Scottish Government