



**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.

Section One – Relevant Authority Information

Organisation: Glasgow City Council

Address: City Chambers East Building,
40 John Street, Glasgow G1 1JL

Completed by: Richard Kelly

Role: Grants & Initiatives Manager

Email: Richard.kelly@glasgow.gov.uk

Telephone: 0141 287 0066

Date of completion: 30 June 2021

Are you the Asset Transfer Lead Contact for the organisation: Yes, under the Act

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

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 2021	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.
1	6	1	2	4

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: n/a

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.

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>
Beatroute Arts	N	<p>Whilst the asset transfer was approved to sell the asset for £45,000, the Community Transfer Body (CTB) sought a Review and then Appeal of the Terms under which the transfer was offered.</p> <p>The Appeal, following consideration of a Review by council Committees on 23/4/20 and 21/5/20, was dismissed by Scottish Government on 23/11/20 – decision and background papers below https://www.dpea.scotland.gov.uk/CaseDetails.aspx?id=121106</p>

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Version 2: 2020/21

The Children's Wood SCIO	Y	<p>Whilst the asset transfer was approved with a 25 year lease at £250 pa, the CTB sought a Review of the Terms under which the transfer was offered.</p> <p>The Review was accepted by a council Committee on 26/10/20 and a revised decision notice to agree on revised terms was published on 28/10/20.</p>
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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?

While 8 asset transfer requests have been approved since the Act came into force in January 2017, none have so far been formally completed.

Glasgow City Council has had in place for many decades a number of routes through which organisations can engage with the council on asset transfer including but not limited to permissions to use, licence to occupy, lease, outright transfer etc. In recognition of the challenges for organisations of applying under the Act, the council in February 2021 launched the [People Make Glasgow Communities](#) initiative to provide a more flexible, tailored and responsive approach to asset transfer.

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

On an ongoing basis, Glasgow City Council and the council family engages with community organisations and a wide range of organisations in facilitating their access to, use, and transfer of assets. Whilst formal transfers of assets are published as part of [council committee papers](#), there are a much larger number of arrangements made with organisations on a continual basis.

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.

Some examples of the imaginative and creative ways in which communities have stepped up are provided at the link here – <https://www.glasgow.gov.uk/index.aspx?articleid=26740>

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

The council has a 2 stage process for Community Asset Transfers under the Act – stage 1 is a brief initial enquiry form submitted via the Council website where basic checks are undertaken including identifying ownership of the asset/land. In stage 2 if the asset is Council owned, a formal application is issued to the Community Transfer Body. During 2020/21, we received 35 stage 1 enquiries. Some of these enquiries have gone on to stage 2 while others have not progressed, for various reasons.

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.

The Council's website contains a range of information on Asset Transfer [here](#). This includes detail on how to apply, the assessment process, the governance arrangements and where organisations can get support. There is also a list of current requests, decisions made and requests for review.

In addition, the People Make Glasgow Communities programme has been actively promoted through partners, social media and wider media outlets.

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

The council has provided much needed resources to enable organisations to come forward and deliver much needed services, very often, in extremely short timeframes. In the wake of the coronavirus pandemic, thousands of people have stepped up to support their local communities. People have helped neighbours and friends in need, supported key workers, and local groups and organisations have helped to get venues and facilities to open again.

Our community planning partners in the third sector and beyond have provided assistance to organisations whether in kind or, for example, via Scottish Government financial support. During 2020/21 there were a large number of initiatives aimed at providing food and supplies to Glasgow citizens and in many cases, local facilities and premises were at the heart of this provision, aided by a flexible and responsive approach by the council and partners.

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

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](#).

The inputs above provide information on the measures that have been taken by the council to further embed the transfer of assets to our communities. We continue to look for opportunities to collaborate with partners to see how we can best support local communities to take advantage of the opportunities available to them.

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