

## **Asset Transfer Request Reporting Template 2023/24 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 2023 to 31 March 2024. 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 2024, whether using this template or not.

**Please provide information in sections below and email completed template by 30 June 2024 to [community.empowerment@gov.scot](mailto:community.empowerment@gov.scot)**

### **Section One – Relevant Authority Information**

Organisation: Loch Lomond and The Trossachs National Park Authority      Address: Carrochan, 20 Carrochan Road, Balloch G83 8EG

Completed by:      Fiona Jackson      Role: Sustainable Development Advisor

Email: [fiona.jackson@lochlomond-trossachs.org](mailto:fiona.jackson@lochlomond-trossachs.org)      Telephone: 01389 722 612

Date of completion: 30 June 2024

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: Sandra Dalziel, Legal Manager,  
[sandra.dalziel@lochlomond-trossachs.org](mailto:sandra.dalziel@lochlomond-trossachs.org)

### **Section 2: Asset Transfer Data in 2023/24**

2.1 Please complete the following table for the 2023/24 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 2023/24 and yet to be determined
0	0	0	0	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 2023/24:

n/a

2.3 Please provide details of Asset Transfer Requests that went to a relevant authority appeal or review which were concluded in 2023/24:

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:

An ATR was received in 2022/23, but when reviewed, the Park Authority determined it did not meet the eligibility criteria in relation to the Community Body's legal status, as required by the Act. There were additional concerns regarding lack of evidence of capacity of the community body to deliver their proposals. With advice from COSS and other specialists, the Park Authority explained to the community body that the ATR was unsuccessful and reasons were given. Negotiation between the two parties continues and a joint valuation has taken place.

In 2024/25 a second ATR has been submitted by the same community body for the same asset, and further information is being sought before our validation process can begin. This will be reported in the 2024/25 annual report (after March 2025).

### **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 internal procedures and ways of working ensure staff can provide early support if a community body is thinking about an Asset Transfer. This support is 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 sourced. Further signposting and support can be provided via the mechanisms listed in 3.2.

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

We engage with all community anchor bodies (Community Councils, Community Trusts and other local community groups) on relevant topics via a range of different mechanisms including the Park Authority website, which provides information on Asset Transfer and where to get more support. Further general engagement on many other topics, including encouraging community ownership/management of assets, can be highlighted via: Local Place Plan or community action plan processes, formal consultations/surveys; locally-elected Board Members attending Community Council meetings; Live-streamed Board meetings; Youth Committee; Monthly Communities e-Updates; funding/supporting projects; topic-based meetings or awareness-raising events; place-based Forums, e.g. the Park's Visitor Management Forums.

Our community development activities, which aim to support community bodies to develop capacity, are delivered through a range of means such as; funding for Local Place Planning; volunteering, skills development and youth engagement programme; core funding the Countryside Trust charity and working closely with our four Third Sector Interface and Local Authority community development teams.

### **Section Four – Additional Information**

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

n/a

**Please email the completed template by 30 June 2024 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)