

**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: Highlands and Islands Enterprise Address: An Lòchran, 10 Inverness Campus, Inverness, IV2 5NA

Completed by: Sandra Holmes Role: Head of Community Assets

Email: sandra.holmes@hient.co.uk Telephone: 01463 383309

Date of completion: 28 June 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 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? *Please provide details of the asset transfer request and reasons for your decision.* |
| none |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

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.

We have a dedicated Community Assets Team that supports the community ownership of assets. This includes asset transfer as a route to ownership and the purchase of HIE assets. Details of the support available and our Ten Steps to Community Ownership resource can be found here:

<https://www.hie.co.uk/support/support-for-community-organisations/community-assets/ten-steps-to-community-ownership/>

Details of our asset transfer process and asset register can be found here: <https://www.hie.co.uk/support/browse-all-support-services/community-empowerment-act/>

We also make groups aware of the asset transfer via our property marketing details. Further, we promote the support available to communities via the Community Ownership Support Service (COSS).

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

We provide a tailored support offering, reflecting the needs and capacity of the community. Initial support is provided by our ‘named officer’. Thereafter support is provided by a member of our Community Assets Team. Further support is often provided by our local area team; of which we have eight across our region.

The support includes meetings with, and visits to, the community body, a detailed explanation of the asset transfer process, assistance to set up an eligible community body – or to amend an existing one – guidance and support to develop the project and feedback on a draft asset transfer application

**Section Four – Additional Information**

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

- Discussions with Duthchas Growing Group regarding a commercial site we own in Sandbank, Dunoon. This is zoned for ‘Strategic Economic Investment Location for Industry, Business and Storage’ in the Local Development Plan. We are undertaking a master planning exercise for its development and have offered to discuss options for accommodating growing areas within the site with Duthchas who are presently considering submitting an Asset Transfer Request for the whole site.

– Dunvegan Community Trist are investigating the purchase of Cruachan Wood and Bluebell Hill, both parts of our Orbost Estate.   They received a Scottish Land Fund stage 1 development grant of £6,725, in January 2024, to progress the feasibility work needed to work up their plans for both areas and to inform their proposed Community Asset Transfer and Scottish Land Fund stage 2 application. We continue to hold this land from the market to allow the community to consider its options.

– Broadford and Strath Community Trust is interested in purchasing forest land from HIE which neighbours their community owned forest in Broadford.  They have not fully decided on whether they will progress an Asset Transfer Request or approach HIE for a negotiated sale.

- Upper Achintore Residents Association is interested in purchasing land in Upper Achintore, Fort William, from HIE for to develop a community centre/hub.  They have undertaken some feasibility work and have yet to confirmed whether they will progress an Asset Transfer Request or approach HIE for a negotiated sale.

- We have, for another 12 months, continued to withhold a development plot at Portree Industrial Estate from normal disposal procedures while Skye & Lochalsh Micro Abattoir investigate the viability of a community purchase.

- We remain in discussions with South Lochaber Community Company regarding heads of terms for the lease of a small area of land on which they wish to park a community minibus. The lease will give them time to consider an Asset Transfer Request to purchase the land.

**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)