

# North Lanarkshire Council Report

## Communities Committee

Does this report require to be approved?  Yes  No

Ref SP/LP/GS

Date 19/08/24

## Community Asset Transfer and Participation Requests: Annual Report for 2023/24

**From** Stephen Penman, Chief Officer (Strategic Communication & Engagement)

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### Executive Summary

The purpose of this report is to provide the Communities Committee with the annual progress report regarding Community Asset Transfer (CAT) and Participation Requests (PR) in North Lanarkshire.

These important areas of business are recognised as a vital mechanism for community engagement and improvement within public services. Our work has helped us foster collaboration, empower communities and to enable community and voluntary sector organisation to deliver important outcomes for residents and communities.

The report has been prepared in line with the legislative requirements set out in Parts 3 and 5 of the Community Empowerment (Scotland) Act 2015 requiring relevant authorities to publish an annual report setting out the number of requests received and the outcome of these.

### Recommendations

It is recommended that the Communities Committee:

- (1) Recognise the progress made in implementing the North Lanarkshire Community Asset Transfer (CAT) and Participation Request approach and the level of support being provided to groups and organisations engaged in the process.
- (2) Acknowledge the number of Community Asset Transfer requests agreed or refused, whether they resulted in transfer of ownership, lease or conferral of other rights, number of appeals, and number of decisions made by the Council that have been reviewed and the level of capacity building support being provided to groups and organisations engaged in the process; and
- (3) Be aware of the advance data regarding anticipated CAT applications for 2024/25 period as outlined in Appendix 2 – Section H.
- (4) Approve the official annual return (2023/24) for submission to the Scottish Government.
- (5) Authorise that this report and the annual government return is made publicly available to meet our requirements under Section 95 of the Community Empowerment (Scotland) Act 2015 to produce and publish an annual report on Asset Transfer Request activity.

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## The Plan for North Lanarkshire

Priority	All priorities
Ambition statement	(19) Improve engagement with communities and develop their capacity to help themselves
Programme of Work	One Service

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### 1. Background

- 1.1 The Community Empowerment (Scotland) Act 2015 was enacted in July 2015, this legislation requires Local Authorities to collaborate with communities and the voluntary sector to deliver effective services that address local needs. Community Asset Transfer (CAT) falls under Part 5 of the Act, while Participation Request (PR) requests are covered by Part 3.
- 1.2 The Council's Corporate Community Ownership and Management Working Group is responsible for overseeing processes related to community ownership and management and sets implementation priorities within the council. The working group provides strategic advice, guidance and support to officers involved in the operational management for this part of council business. (Refer to Appendix 1 for working group membership)
- 1.3 Throughout 2023/24 the working group has focused on the following areas:
- Empowering community bodies through land and building ownership, giving them a stronger voice, and enabling them to participate in decision making processes.
  - Improving community planning processes through active community participation.
  - Implementing and reviewing CAT and PR policies based on the process approved by the Community Empowerment Committee in April 2020, aligning with The Plan for North Lanarkshire (TPFNL) and other national guidelines.
- 1.4 The report relates to the official Community Asset Transfer process and the reporting requirements set by Scottish Government related to the Community Empowerment (Scotland) Act 2015. The focus for the report is therefore on outcomes associated with the councils Community Asset Transfer process and policy as at 31<sup>st</sup> March 2024.
- 1.5 Recent Council decisions will better coordinate and implement a broader and more community focused approach through the implementation of a new Community Ownership and Management of assets aims increase capacity and positive outcomes. This approach will enable a better coordinated corporate approach and response to promoting, raising awareness and responding to any requests for community use, management or ownership of assets and is supported by:
- Two posts dedicated to increasing community and organisational capacity for community ownership and management of assets
  - Allocation of capital resource to improve buildings where a request for lease or ownership is successful

- Use of UKSPF resources for early work to develop applications (ie valuations, business planning, condition surveys etc)
- Dedicated support for organisations around business planning through the Business Gateway Service.

1.6 While this report refers to the formal Community Asset Transfer and Participatory Budgeting process, it is important to note that other mechanisms, for example agreed leases, can often be the most suitable option for groups. Since 2017, a total of 32 council assets have been effectively transferred to community groups.

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## 2. Report

### Community Asset Transfer update

2.1 Between the 1 April 2023 and the 31 March 2024 there has been a total of 29 new enquires relating to CAT. Combined with 18 ongoing enquiries from the previous year; has meant officers involved in the CAT process have been engaging and supporting 47 organisations and groups, each at different stages of the CAT process.

2.2 Table 1 below summarises the enquiries/submissions received within the reporting period.

**Table 1 Community Asset Transfer enquiries/submissions up to 31 March 2024**

<b>Classification</b>	<b>Number</b>
Ongoing enquiries from previous years	18
Number of new enquires received with reporting period (telephone / email or web enquiries)	29
<b>Total number of ongoing / new enquiries</b>	<b>47</b>
<b>Enquiries withdrawn</b>	<b>11</b>
<b>Enquiries leading to formal CAT applications being submitted</b>	<b>3</b>
<i>Further breakdowns</i>	
Number of successful CAT applications determined	0
Number of unsuccessful CAT applications determined	1
Number of applications withdrawn	2
<b>Enquiries resulting in other ownership or management options</b>	<b>1</b>
<b>Number of ongoing enquiries rolling over to 2023/24</b>	<b>37</b>
Further breakdowns	

2.3 The focus for all enquiries is to secure the best outcome for all parties. It is important to note that some enquiries will be withdrawn, some will lead to formal CAT applications being submitted and some enquiries will be resolved through other means such as

commercial leases, alternative management agreements etc. A detailed breakdown of the CAT activity is provided in Appendix 2 of this report.

### **CAT - Key Highlights for 2023/24**

2.4 Several key highlights from the last reporting period include:

- Increased levels of enquiries
- Successful implementation of the one-point-of-contact system
- Demonstration by communities of their appetite for community asset transfers or other related solutions
- Significant level of enquires from sports clubs and organisations for asset transfer of sports pitches and other community facilities.
- Increased referrals to Voluntary Action North Lanarkshire for advice around governance and funding.
- Strengthened relationships with Community Ownership Support Service, operated by the Development Trust Association Scotland
- Trial of setting of deadline dates for assets which are subject to multiple interest for community asset transfer.
- Testing of a small new funding stream to support organisations preparing for community asset transfer, funded by UK Shared Prosperity Fund.

### **Participation Requests**

2.5 Participation requests are a way for people to have their say about what improvements they would like to see made to public services they use. This is outlined in Part 3 of the Community Empowerment (Scotland) Act (2015)

2.6 By making a participation request, a community body, or a group of people can start a discussion with the council about how to improve services. Sometime this may be as simple as requesting a focused discussion and other times this may be about negotiating and agreeing for the community body to assume responsibility for making improvements within their local community.

2.7 An important factor to note is that as a public service authority the council must agree to the request or give a good reason why not.

2.8 If the request is granted, the community body will be invited to participate in an outcome improvement process. This formal process will determine the finer details of any involvement or improvement work.

2.9 It is envisaged that the outcome improvement process will lead to an improvement in the way a service is delivered or to improved outcomes for local communities and for local people.

2.10 Table 2 below summarises the enquiries/discussion and submissions received between 1st April 2023 and 31st March 2024.

**Table 2 Participation Request enquiries/discussions and submissions up to 31 March 2024**

<b>Classification</b>	<b>Number</b>
Ongoing enquiries from previous periods	1
Number of new participation request enquiries 2023-24	5
<b>Total number of ongoing PR enquiries / discussions</b>	<b>6</b>
<b>Total number of live PR cases operating</b>	<b>2</b>
<b>Number of PR enquiries / discussions carried over to 2024/25</b>	<b>6</b>

### **Participation Requests - Key highlights for 2022/23**

2.11 Key highlights for the 2023/24 reporting period include:

- Increased levels of dialogue with community and voluntary sector organisations in respect of the PR process.
- This year the PR discussions have been around more complex ideas, with organisations looking to work with the council to improve services for local communities or related to better utilisation of council owned assets.

### **Capacity Building Support for CAT & PR requests**

2.12 Whilst the number of organisations submitting formal CAT and PR applications is relatively low. Pre-application support is being provided to most organisations following their early expression of interest / enquiry.

2.13 This initial support ensures that the organisations understand the empowerment focused processes and enables them to access vital information, guidance, and advice at the same time.

2.14 Many organisations are also receiving extended support from the Community Partnership Team to further develop their capacity and to enable them to develop important supporting evidence for their CAT and PR requests. This often includes advice on planning, finances, staffing /volunteers, policies and procedures, promotions, project management, community engagement and consultation etc.

2.15 This can be resource intensive. However the council is committed to ensuring that it does not transfer the burden of property or land, or delivery of local improvements to organisations who do not have the capacity and/or resources to sustain the important work within our communities.

2.16 As projected in the last annual report, requests for support have matched the levels of enquiries received. This is reflective of the additional community conversations now happening and also the ongoing promotions by officers and councillors.

2.17 Similarly, it was projected that community organisations were likely to step up to consider CAT and PR applications on behalf of communities, as result of proposed asset rationalisation. This also occurred.

- 2.18 Overall, the enquiries received relating to CAT have grown by 175% and for enquiries for PR has grown by 250%.
- 2.19 The potential for resourcing pressures and/or a bottleneck whilst enquiries and applications are processed will now be mitigated by the creation of two additional Community Partnership Officer posts within the Community Partnership Team as approved by Policy & Strategy Committee on 6 June 2024.
- 2.20 The provision of support is crucial and enables organisations to submit more rounded well considered applications and importantly to improve their own capacity to manage community assets and improve local outcomes.

**Promotions and Awareness Raising**

- 2.21 It is our intention to continue to consider improvements regarding how CATs and PRs are promoted. Officers plan to continue to implement those suggestions outlined in the last annual report. As well as the development and implementation of the approaches outlined in Table 3 below, over the next three-year period; and by doing so, enhance community engagement and understanding, leading to more effective participation and involvement of communities within our democratic processes.

**Table 3: Additional Approaches to Promote and Raise Awareness of CAT & PRs**

<b>Community Workshops:</b>
Organise workshops and information sessions with community and voluntary sector organisations to discuss the benefits and processes involved.
<b>Educational Campaign:</b>
Develop clear, accessible materials like brochures, videos, and infographics. Distribute these through community centres and online platforms.
<b>Highlight Success Stories:</b>
Share case studies of successful community asset transfers and participation requests, emphasising the positive impacts on local areas.
<b>Social Media Engagement:</b>
Utilise social media to share updates, success stories, and educational content to reach a wider audience.
<b>Local Media Partnerships:</b>
Collaborate with local newspapers and radio stations to feature stories on the benefits and opportunities of asset transfers.
<b>Training Programmes:</b>
Offer training sessions for community groups to help them understand and navigate the processes of asset transfer and participation requests.
<b>Collaboration with Schools:</b>
Work with schools, colleges and universities to include community development topics in their curricula, raising awareness among younger generations.
<b>Feedback Mechanisms:</b>

Establish channels for community feedback and consultations to ensure transparency and involvement in decision-making.
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<b>Online Resources:</b>
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Enhance the current online information by reviewing and updating guidelines, resources, and support information related to asset transfers.
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<b>Recognition:</b>
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Host events or awards to recognise successful community initiatives, motivating others and highlighting best practices.
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## Future Priorities

2.22 Following approval by the Policy and Strategy Committee of the Report – [Community Use of Assets](#) and the recommendations contained within it, the Corporate Community Ownership and Management of Assets working group (CCOMWG) will now look to implement and deliver the required changes to allow a smooth transfer to the new Community Ownership and Management of Council Owned Assets Policy, and to support the roll out of the new Community Asset Fund.

2.23 Other key priorities include: -

- Review of the (CCOMWG) action plan and continued delivery of agreed actions
- Continuing to develop and manage Community Asset Transfer and Participation Request processes in line with the Community Empowerment Act
- Development of capacity building support offer for community organisations and groups.

## Annual data return for the Scottish Government

2.24 All relevant authorities concerned with asset transfer under schedule 3 of the Community Empowerment (Scotland) Act 2015 are required to submit an annual return to the Scottish Government. The Scottish Government provides a template to use for this purpose.

2.25 Appendix 4 contains the completed template for North Lanarkshire Council and contains key data for the period 1 April 2023 to 31 March 2024. The information provided in the template will help inform policy and practice at a local and national level. The data will be collated and shared by the Scottish Government's Community Empowerment Team.

2.26 This annual report and the return for the Scottish Government contained within it, will be made publicly available to meet our requirements for reporting updates and progress to the general public.

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## 3. Measures of success

3.1 Performance measures in respect of Community Asset Transfer and Participation Requests have now been included in the Plan for North Lanarkshire – Strategic Performance Framework. The performance measures cover the following: -

- number of successful Participation and CAT requests
- number of community groups engaged in Participation and CAT requests.

- support provided to community groups and organisations as a result of initial CAT or PR enquiries; and
- positive outcomes or referrals as a result of initial CAT or PR enquiries

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#### **4. Supporting documentation**

- 4.1 Appendix 1 Corporate Community Ownership and Management Working Group Membership
- 4.2 Appendix 2 Community Asset Transfer Activity Log for 2022/23
- 4.3 Appendix 3 Participation Request Activity Log for 2022/23
- 4.4 Appendix 4 Annual Return to Scottish Government for 2022/23
- 4.5 Link to Community Use of Assets policy approved in June 2024 [Community Use of Assets](#)



**Stephen Penman**  
**Chief Officer (Strategic Communications & Engagement)**

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## 5. Impacts

<p><b>5.1 Public Sector Equality Duty and Fairer Scotland Duty</b> Does the report contain information that has an impact as a result of the Public Sector Equality Duty and/or Fairer Scotland Duty? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, please provide a brief summary of the impact?</p> <p>If Yes, has an assessment been carried out and published on the council's website? <a href="https://www.northlanarkshire.gov.uk/your-community/equalities/equality-and-fairer-scotland-duty-impact-assessments">https://www.northlanarkshire.gov.uk/your-community/equalities/equality-and-fairer-scotland-duty-impact-assessments</a> Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p><b>5.2 Financial impact</b> Does the report contain any financial impacts? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If Yes, have all relevant financial impacts been discussed and agreed with Finance? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If Yes, please provide a brief summary of the impact? Successful CAT requests may impact on the Council's income in terms of revenue income and capital receipt. The implications of this could be both negative and positive and will be considered alongside risk and community benefit to contribute to determining the outcome of a CAT request.</p>
<p><b>5.3 HR policy impact</b> Does the report contain any HR policy or procedure impacts? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, have all relevant HR impacts been discussed and agreed with People Resources? Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please provide a brief summary of the impact?</p>
<p><b>5.4 Legal impact</b> Does the report contain any legal impacts (such as general legal matters, statutory considerations (including employment law considerations), or new legislation)? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If Yes, have all relevant legal impacts been discussed and agreed with Legal and Democratic? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If Yes, please provide a brief summary of the impact? The Community Asset Transfer and Participation requests process has been implemented and reviewed, in accordance with the Council's statutory duties as outlined in the Community Empowerment (Scotland) Act 2015 and the Asset Transfer under the Community Empowerment (Scotland) Act 2015 Guidance for Relevant Authorities.</p>
<p><b>5.5 Data protection impact</b> Does the report / project / practice contain or involve the processing of personal data? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If Yes, is the processing of this personal data likely to result in a high risk to the data subject? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>

If Yes, has a Data Protection Impact Assessment (DPIA) been carried out and e-mailed to [dataprotection@northlan.gov.uk](mailto:dataprotection@northlan.gov.uk)

Yes  No

**5.6 Technology / Digital impact**

Does the report contain information that has an impact on either technology, digital transformation, service redesign / business change processes, data management, or connectivity / broadband / Wi-Fi?

Yes  No

If Yes, please provide a brief summary of the impact?

Where the impact identifies a requirement for significant technology change, has an assessment been carried out (or is scheduled to be carried out) by the Enterprise Architecture Governance Group (EAGG)?

Yes  No

**5.7 Environmental / Carbon impact**

Does the report / project / practice contain information that has an impact on any environmental or carbon matters?

Yes  No

If Yes, please provide a brief summary of the impact?

Several of the projects will have a positive effect on the local environment as the result of improvements to community amenities. Some of the CAT proposals will involve facility upgrades which will include consideration of environmentally friendly heating sources and other options. Two participation requests focus on environmental improvement and another supporting the active travel agenda

**5.8 Communications impact**

Does the report contain any information that has an impact on the council's communications activities?

Yes  No

If Yes, please provide a brief summary of the impact?

The Participation Request and CAT process supports the Council's framework for engagement with local communities and is supportive of building the capacity of local communities and of the community empowerment agenda. Details of promotions and communications for CAT and PR have also been outlined within the report.

**5.9 Risk impact**

Is there a risk impact?

Yes  No

If Yes, please provide a brief summary of the key risks and potential impacts, highlighting where the risk(s) are assessed and recorded (e.g. Corporate or Service or Project Risk Registers), and how they are managed?

Reputational risk to the council if CATs and PRs do not have a positive outcome for the applicants. Ongoing consideration of risk as part of the corporate risk management approach linked to the implementation of the Community Empowerment (Scotland) Act 2015

**5.10 Armed Forces Covenant Duty**

Does the report require to take due regard of the Armed Forces Covenant Duty (i.e. does it relate to healthcare, housing, or education services for in-Service or ex-Service personnel, or their families, or widow(er)s)?

Yes  No

If Yes, please provide a brief summary of the provision which has been made to ensure there has been appropriate consideration of the particular needs of the Armed Forces community to make sure that they do not face disadvantage compared to other citizens in the provision of public services.

**5.11 Children's rights and wellbeing impact**

Does the report contain any information regarding any council activity, service delivery, policy, or plan that has an impact on children and young people up to the age of 18, or on a specific group of these?

Yes  No

If Yes, please provide a brief summary of the impact and the provision that has been made to ensure there has been appropriate consideration of the relevant Articles from the United Nations Convention on the Rights of the Child (UNCRC).

If Yes, has a Children's Rights and Wellbeing Impact Assessment (CRWIA) been carried out?

Yes  No

**Corporate Community Ownership and Management Working Group**

The following services are members of the working group:

Community Partnership Team
Active & Creative Communities
Financial Solutions (Corporate Finance)
Legal Services
Roads and Land Maintenance (Environmental)
Growth/Planning & Regeneration
Risk and Insurance
Asset & Procurement Solutions (Forward Planning and Specification Team)
Business and Digital (Business Solutions)
Asset & Procurement Solutions (Estates)
Asset & Procurement Solutions (Operational Property)
Asset & Procurement Solutions (Community Facilities)
Business Development & Support
Greenspace
Planning
NL Properties

## Community Asset Transfer Activity Log for 2023/24

## a) Ongoing enquiries from previous periods: (18)

	<b>Organisation/group</b>	<b>Asset</b>
1	Villa Park Football Club	Calder Park football pitches (Motherwell)
2	Chapelhall Resilience (now Chapelhall Community Development Group)	Chapelhall Senior Citizens Centre / Chapelhall Library
3	Fir Park Corner Football Club	Overtown Football Pitch and Pavilion
4	Palm Church Airdrie	Rochsoles Community Centre
5	Lanarkshire Deaf Club	Former Daisy Park Community Centre
6	Lanarkshire Muslim Welfare Society	Holytown Community Centre
7	North Lanarkshire Muslim Women and Family Alliance	Janet Hamilton Centre & Coatbridge Outdoor Sports Centre and land
8	Bannan Fitness	Janet Hamilton Centre, Coatbridge
9	Airdrie & Coatbridge Harriers	Coatbridge Outdoor Centre site and facilities, Coatbridge
10	Newarthill Boxing Club	Community facilities, Newarthill / New Stevenson areas
11	African Collaborative	Jerviston Community Centre, Motherwell
12	Shotts Bon Accord Academy Clubs	Football Pitches, Kirk Road, Shotts
13	Shining Stars ASN Theatre School	Former Whifflet Community Centre, Coatbridge
14	Shire Amateur Boxing Club	Community Centres, Wishaw area
15	Viewpark Conservation Group	Banyan Sports Pitch (Lancaster Field), Viewpark
16	Burnhead Bowling Club	Land at side of Bowling Club (previous site of tennis greens)
17	Cumbernauld Cottage Trust	Former Cumbernauld Theatre building and car park
18	Burnbank Football Club	Former Land Management bothy site in Whifflet Park

**b) Number of new enquiries for 2023-24: (28)**

	<b>Organisation/group</b>	<b>Asset</b>	<b>Enquiry</b>
1	Counselling and Benefits in Action (CABIA) Airdrie	Not-specified – searching for town centre accommodation	Lease or ownership
2	Little Nessies (Swimming School)	All NLC – swimming pools	Lease or ownership
3	Kanokwai Judo Club	Janet Hamilton Centre, Coatbridge	Lease
4	Pawsitive Lives	Land search	Lease or ownership
5	Cumbernauld Doggy Club	Former bowling green, Seafar, Cumbernauld	Lease or ownership
6	Plains Food Bank and Community Group	Plains Community Centre	Lease or ownership
7	Coatbridge Football Club	Coatbridge Outdoor sports Centre or Grass pitch of local high schools	Lease
8	Motherwell Phoenix Football Club	Muirhouse Parks and Pavilion	Lease or ownership
9	SNAPS NL	Various community facilities in Kilsyth and Cumbernauld	Lease or ownership
10	Bellshill Athletic	Rockburn pitches and pavilion	Ownership or lease
11	Pather Football Club	Pather pitch and pavilion	Lease or management agreement
12	Release the Fire	Old Cumbernauld theatre	Lease or ownership
13	Airdrie & Coatbridge (AC) Rovers football club	Pitches in Thrashbush & Golfhill areas, Airdrie	Lease or other arrangement
14	Lanarkshire Deaf Services	Shawhead Community Centre, Airdrie	Ownership
15	Rivals School of Martial Arts	Netherton Community Centre, Wishaw	Lease or ownership
16	West of Scotland Football Academy	Kilsyth Playing Fields and pavilion	Lease or ownership
17	Fighting Scots Football Academy	Keir Hardie Sports Centre and pitches	Ownership
18	Holytown Karate Club	Holytown Community Centre	Lease
19	VIP Arts and Sports Academy	Fallside School, Fallside	Ownership
20	Trendy Tuesday Girl Museum	Fallside School, Fallside	Lease or ownership
21	Newmains Community Trust (NCT)	Land adjacent to community facility	Lease or ownership
22	Veterans Community (Lanarkshire) SCIO	Former Regeneration Centre, Craigneuk	Lease or Ownership
23	Flag Football Club	Various sport pitches across North Lanarkshire	Lease or ownership
24	Caledonia Football Club	Various sports pitches, Cumbernauld	Lease or ownership
25	Holytown Colts Football Club	Keir Hardie sports Centre and Windsor sports fields and pavilion (Holytown)	Lease / ownership or other agreement

26	9 <sup>th</sup> Airdrie Scouts Group	Rochsoles Community Centre	Lease or ownership
27	Cardowan Community Meadow	Various land sites, Cardowan	Lease or ownership
28	Strathkelvin Community Woodlands Association	Former sports pitch, Moodiesburn	Lease or ownership
29	Bannan Fitness Club	Shawhead Community Centre	Lease

**Status logs for 2023-24:**

**c) Enquiries leading to formal CAT applications being submitted: (03)**

	Organisation/group	Asset	Enquiry	Outcome
1	Cumbernauld Cottage Trust	Former Cumbernauld Theatre building and car park	Ownership	Application refused  Application received in 2022/23 reporting year. But decision made within the 2023/24 reporting period.
2	Trendy Tuesday Girl Museum	Fallside School	Lease	Application paused then withdrawn
3	Bannan Fitness Club	Shawhead Community Centre	Lease	Application withdrawn

**d) Enquiries resulting in other ownership or management outcomes: (01)**

	Organisation/group	Asset	Outcome
1	Burnbank Football Club	Whifflet Park - football pitches and former ground maintenance site	Extra land added to lease along with an extension of lease to 40 years. Lease completed within reporting period

e) Enquiries withdrawn: (11)

	<b>Organisation/group</b>	<b>Asset</b>	<b>Note / update</b>
1	Airdrie Citizens Advice Bureau	Various town centre locations for office space and shared community hub	The organisation confirmed that trustees decided against community asset transfer.
2	Airdrie Foodbank	NLC premises - Anderson Street, Airdrie	No further contact within reporting period
3	The Miracle Foundation	Community Centres, Motherwell area	New commercial premises secured by the organisation
4	A-Jabs Community Boxing Club	Birkenshaw Sports Barn	New charity with extended purposes being created
5	Calderbraes Football Club	Football Pitch, Viewpark	No communication from the club within reporting period
6	Counselling and Benefits in Action (CABIA) Airdrie	Not-specified – searching for town centre accommodation	Organisation decided not to proceed
7	Little Nessies (Swimming School)	All NLC – swimming pools	Organisation not eligible
8	Cumbernauld Doggy Club	Former bowling green, Seafar, Cumbernauld	Organisation not eligible and site unavailable
9	Fighting Scots Football Academy	Keir Hardie Sports Centre and pitches	The organisation has withdrawn interest due to potential restriction around the asset transfer of the sports pitched
10	Trendy Tuesday Girl Museum	Fallside School, Fallside	Organisation focussing on city centre location
11	Caledonia Football Club	Various sports pitches, Cumbernauld	Organisation not able to proceed at this time



f) Active/Progressing enquiries within reporting period: (26)

	Organisation/group	Asset	Notes / update
1	Villa Park Football Club	Calder Park football pitches (Motherwell)	NLC – Estates currently looking at options for leasing at the site.
2	Chapelhall Resilience (now Chapelhall Community Development Group)	Chapelhall Senior Citizens Centre / Chapelhall Library	The organisation is currently engaging with Active and Creative Communities regarding a Licence to occupy Chapelhall Library. However, they are still working towards a community asset transfer of the Senior Citizens Centre site.
3	Fir Park Corner Football Club	Overtown Football Pitch and Pavilion	Formal application received on 12 June 2024. Validation letter issues and internal process now underway.
4	Palm Church Airdrie	Rochsoles Community Centre	The organisation is reviewing site and building options due to expansion of membership. CAT still being considered for Rochsoles community centre. The organisation has been advised about the new enquiry from 9 <sup>th</sup> Airdrie Scout Group.
5	Lanarkshire Deaf Club	Former Daisy Park Community Centre	NLC – Estates and Legal are exploring matters pertaining to the land ownership. The organisation has expressed an interest in a long-term lease or CAT to enable them to secure external funding for facility improvement works.
6	Lanarkshire Muslim Welfare Society	Holytown Community Centre	Application received for financial support for preparatory work. If successful, the organisation will move forward with their application.
7	North Lanarkshire Muslim Women and Family Alliance	Janet Hamilton Centre & Coatbridge Outdoor Sports Centre and land	Formal application received on 31 May 2024. Validation letter issues and internal process now underway.
8	Bannan Fitness	Janet Hamilton Centre, Coatbridge	Formal application received on 31 May 2024. Validation letter issues and internal process now underway.
9	Airdrie & Coatbridge Harriers	Coatbridge Outdoor Centre site and facilities, Coatbridge	Formal application received on 31 May 2024. Validation letter issues and internal process now underway.

10	Newarthill Boxing Club	Community facilities, Newarthill / New Stevenson areas	The organisation has exhausted research into CAT options within Newarthill and surrounding areas and are now considering options for a modular build on land leased from NLC at Mosshall Street, Newarthill. Potential CAT ownership being considered for the land.
11	African Collaborative	Jerviston Community Centre, Motherwell	Financial support provided through UKSPF (CAT challenge fund) the organisation has indicated that they plan to submit formal CAT application in the next few months.
12	Shotts Bon Accord Academy Clubs	Football Pitches, Kirk Road, Shotts	The football club is not currently eligible for CAT. However, they are preparing to apply to the charity regulator to become a SCIO. The club is interested in other alternative options/agreements
13	Shining Stars ASN Theatre School	Currently unknown	The organisation was initially interest in the former Whifflet community centre. They are now exploring facilities within Coatbridge and Airdrie.
14	Shire Amateur Boxing Club	Community Centres, Wishaw area	The organisation is working toward eligibility for a community asset transfer. Their preferred site is Gowkthrapple community centre or Waterloo community centre. In the interim they have submitted a proposal to NLC – Facilities regarding potential licence to occupy / temporary lease for Waterloo community centre.
15	Burnhead Bowling Club	Land at side of Bowling Club (previous site of tennis greens)	Members of the bowling club are looking to set up a new organisation / charity to look at CAT options. For the time-being they have submitted a formal request to extend the terms of their lease to incorporate the surplus land, south of the bowling club.
16	SNAPS NL	Various community facilities in Kilsyth and Cumbernauld	The organisation has visited a number of sites, which have been

			rule out by the trustees. Further research is being planned.
17	Bellshill Athletic	Rockburn pitches and pavilion	<p>Active and Creative Communities are in negotiations with the club regarding a long-term lease. However, the site is still operational and will need to be declared surplus through the agreed process.</p> <p>The club are also close to applying to the charity regulator to become a SCIO. They are still considering a CAT – ownership application for the site and pavilion.</p>
18	Pather Football Club	Pather pitch and pavilion	The organisation is not currently eligible for formal CAT. However, they are keen to explore a general term of agreement for use of the pitch and pavilion. Active and Creative Communities are in contact with the club to look at best options moving forward.
19	Motherwell Phoenix Football Club	Muirhouse Parks and Pavilion	The club are currently on an annual agreement for the one of the Muirhouse pitches with access to the pavilion. They are keen to look at development options for site, but this will require a different arrangement to be developed. Active and Creative Communities are investigation options.
20	Newmains Community Trust (NCT)	Land adjacent to community facility	The land is not available for CAT due to planned formal marketing.
21	Veterans Community (Lanarkshire) SCIO	Former Regeneration Centre, Craigneuk	The organisation has a tacit lease but are keen to explore CAT options. They intend to look at establishing the commercial value of the building for both leasing and ownership.
22	Flag Football Club	Various sport pitches across North Lanarkshire	No communication from the club since submission of enquiry

23	Holytown Colts Football Club	Keir Hardie sports Centre and Windsor sports fields and pavilion (Holytown)	The club are keen to explore all available options. Whilst preparing to change their current governance structure. Future meeting with all parties has been agreed for late July early August.
24	9 <sup>th</sup> Airdrie Scouts Group	Rochsoles Community Centre	The organisation is not currently eligible but have agreed to becoming a SCIO. The organisation has been advised about the active interest from Palm Church.
25	Cardowan Community Meadow	Various land sites, Cardowan	The organisation is at an early stage and have been issued with the asset register to help them identify potential sites within Cardowan.
26	Strathkelvin Community Woodlands Association	Former sports pitch, Moodiesburn	The site identified is part of the Local Development Plan. They are currently preparing and organising for CAT submission. NLC – Estates are aware of the interest and have advised of site restrictions due to main pipes which cross the site.

**g) Enquiries with limited or no further updates to report: (11)**

1	Viewpark Conservation Group	Banyan Sports Pitch (Lancaster Field), Viewpark	Organisation has not been in touch since initial meeting. Some communication via ward councillors
2	North Lanarkshire Titans	Land or facility for Basketball games and training	No recent contact from organisation since last emails / meeting in September & October 2023
3	Airdrie Foodbank	NLC premises - Anderson Street, Airdrie	No recent contact with organisation since last communication in September 2023
4	Kanokwai Judo Club	Janet Hamilton Centre, Coatbridge	No communication since initial contact
5	Pawsitive Lives	Land search	No communication since initial contact
6	Plains Food Bank and Community Group	Plains Community Centre	Limited communication since initial meeting, organisation not currently eligible
7	Coatbridge Football Club	Coatbridge Outdoor sports Centre or Grass pitch of local high schools	No further communication
8	Release the Fire	Old Cumbernauld theatre	No communication since October 2023
9	Airdrie & Coatbridge (AC) Rovers football club	Pitches in Thrashbush & Golfhill areas, Airdrie	The club are currently investigating potential options
10	Holytown Karate Club	Holytown Community Centre	No further contact since emailing information and initial telephone call
11	West of Scotland Football Academy	Kilsyth Playing Fields and pavilion	The site the club is interested in is in scope for future development through the new Sports Pitch Strategy. Also, part of the grass pitch has a flooding risk from the burn which runs parallel. This information has been shared with them. No further contact since.

**h) Other useful information**

**Pending formal CAT applications expected in 2024/25: (06)**

	<b>Organisation/group</b>	<b>Asset</b>	<b>Enquiry</b>	<b>Note / update</b>
1	Palm Church, Airdrie	Rochsoles Community Centre, Airdrie	Ownership	Due to the expansion of the church membership, the trustees are reviewing other site options
2	African Collaborative	Jerviston Community Centre, Motherwell	Ownership	Indication given in March 2024, that the trustees are a few months off of submission
3	Lanarkshire Deaf Services	Shawhead Community Centre, Airdrie	Ownership	The organisation is at advanced stages and currently working on community engagement / feasibility and business planning. Application expected November / December 2024.
4	Rivals School of Martial Arts	Netherton Community Centre, Wishaw	Lease or ownership	The organisation has indicated that they plan to submit formal application within the next 3 months.
5	VIP Arts and Sports Academy	Fallside School, Fallside	Ownership / lease	The organisation is close to submitting a formal application but are investigating the cost of fixing the building issues identified as part of the building conditions survey.
6	Chapelhall Resilience (now Chapelhall Community Development Group)	Chapelhall Senior Citizens Centre	Ownership	The organisation are making good progress with their CAT preparatory work and are aiming to submit a formal application by November / December 2024

## Participation Request Activity Log for 2023/24

## a) Ongoing enquiries from 2022-23 period: (01)

	Organisation/group
1	Abronhill Regeneration Forum (refer to explanation below)

## b) Number of new participation request enquiries and discussions for 2023-24: (05)

	Organisation/group	Details
1	Croy Community Hub	Considering option in relation to the operation of Antonine Sports Hub in partnership with NLC – Facilities.
2	MYTOWN MYCOMMUNITY LTD	Considering options regarding support to online community engagement for Wishaw Community Board and local communities
3.	ML2 Action Sports Group (Social Track)	Considering proposal to work with NLC (various services) to work in partnership to deliver a new destination pump track in vacant land within Wishawhill
4	Chapelhall Community Development Group	Developing proposal to work in partnership with Active and Creative Communities (Library Service) to better utilise Chapelhall Library for wider community use. Note – Out with the reporting period, the organisation has withdrawn their initial enquiry. An alternative formal option has been made in-principle by Active and Creative Communities. This will be recorded in the 2024/25 Annual Report.
5	Individual planning to set up new Golf focused charity	Proposed development of a new SCIO to look at community operation (potentially ownership) of Lochview Driving Range (Coatbridge)  Note – The proposal currently does not meet with the legislative requirements. However, efforts are being made to rectify this.

c) Total number of new / ongoing enquiries or discussions: **(06)**

d) Enquiries / discussions leading to formal Participation Request applications: **(01)**

	Organisation/group	Details
1	Abronhill Regeneration Forum	Installation and maintenance of sensory / streetscene features at various locations throughout Abronhill. (All sites are owned by NLC and operated by NLC – Land Management)

e) Number of participation requests with successful outcome improvement plan: **(00)**

	Organisation/group	Note on status
1	Abronhill Regeneration Forum	The organisation has been unable to deliver the outcome improvement plan in time with legislative requirements. An updated request is being considered

<b>f) Enquiries / discussions leading to other formal outcomes</b>	<b>00</b>
<b>g) Number of unsuccessful participation requests determined</b>	<b>00</b>
<b>h) Number of withdrawn enquiries</b>	<b>00</b>
<b>i) Number of applications pending determination</b>	<b>00</b>
<b>j) Total number of live PR cases operating within NLC</b> <i>Active – Gartcosh Tenants and Residents Association (Village Square)</i> <i>Active - Cardowan Community Meadow (Active Travel Hub)</i> <i>Note – Stepps Community Development Trust has now dissolved. Consideration being given by another organisation to resubmitting a similar proposal for upkeep and maintenance of flowerpots and planters in Main Street.</i> <i>Note – Abronhill Regeneration Forum (sensory and streetscene features) has been unfulfilled. Update request is pending.</i>	<b>02</b>  Was <b>04</b> in 2022/23



**Annual Report to Scottish Government 2023/24**

**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**

<b>Organisation:</b>	<b>Address:</b>
North Lanarkshire Council	Civic Centre, Windmillhill Street, Motherwell, ML1 1AB
<b>Completed by:</b>	<b>Role:</b>
Gary Stark	Assistant Community Partnership Manager
<b>Email:</b>	<b>Telephone:</b>
<a href="mailto:starkga@northlan.gov.uk">starkga@northlan.gov.uk</a>	07793 314527
Date of completion:	28 June 2024
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: N/A	

**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
03 Two applications withdrawn by organisation <b>(01)</b>	00	01	00	00

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: **N/A**

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>

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

Two formal CAT applications were withdrawn on request of the submitting asset transfer body. One of the applicants did so in preference of a CAT lease of another site. This has now been received, but out with the reporting period, and will be recorded in next years annual report.

### **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 the past year North Lanarkshire Council has continued to distribute informational leaflets and other literature about Community Asset Transfers and this has been used to promote and raise awareness of benefits of the process. Additionally, a briefing session was run for all officers involved in the provision of capacity building support, guidance and or advice to organisations considering community asset transfer.

A wide range of support is available to organisations interested in community asset transfer. This typically consists of capacity building, organisational development, and assistance with funding and community engagement processes.

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

North Lanarkshire Council has a dedicated team of officers who within their remit have responsibility for supporting and promoting community asset transfers. Our officers cover all communities within North Lanarkshire and will support organisations operating within disadvantaged communities. Priority communities have also been identified as part of our local outcome improvement plans and these communities also benefit from extended support from other community planning partners operating within that area. Additionally, a one point of contact has been introduced to ensure organisations can gain quick access to initial advice and support. On contact an initial in-person or online appointment is offered to the organisation so that relationships can be forged from an early point.

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

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

Thinking to the year head, North Lanarkshire Council will implement a new Community Ownership and Management of Council Owned Assets Policy and will launch a new five-year Community Asset Fund worth £3M to invest in capital improvements of assets which have been subject to a formal stage 2 community asset transfer application. Additionally, it is our intention to continue to improve how the CAT process is promoted across our communities.

**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)