

Our Ref: CAT007/SP/GS  
Contact: Gary Stark  
Tel: 07939314527  
E-mail: NLCcommunityOwnership@northlan.gov.uk  
Date: 17 January 2025



[REDACTED]  
**Deaf Services Lanarkshire**



**Chief Executives Office**  
Community Partnership Team  
Third Floor  
Civic Square  
Motherwell  
ML1 1AB  
[www.northlanarkshire.gov.uk](http://www.northlanarkshire.gov.uk)

Dear [REDACTED]

### **ASSET TRANSFER UNDER THE COMMUNITY EMPOWERMENT ACT**

This letter is to acknowledge receipt of your asset transfer request in relation to Shawhead Community Centre located at 14 Berwick Street, Coatbridge, ML5 4NH along with the site carpark and enclosed gardens to the rear of the building. As well as the remaining grass area behind the centre and next to the carpark.

I confirm that the request is made in accordance with the legislation and all required information has been provided. The validation date for this asset transfer request is **Friday 17 January 2025**.

For information, the land has not been advertised for sale, nor has the Council entered negotiations or initiated proceedings with a view to transferring or leasing that land. We therefore consider that the Council is prohibited by section 84(2) of the Act from selling, leasing or otherwise disposing of the land described above other than to Deaf Services Lanarkshire until that request has been fully concluded.

Notice of this asset transfer request will be published online on our [website](#), we will email you in advance of this happening. Any representations made to the Council about this request will be copied to you at the contact address provided in your application, and you will have at least 20 working days to comment on them.

If further information or clarification is required, my colleague Gary Stark will contact you directly to discuss this with you. It will be important to receive any additional information in advance of the scoring panel being convened to consider your application. The date of which will be shared with you beforehand.

Once the request has been considered by the scoring panel, the outcome from this panel will be reported to our executive panel for their consideration. We will give you notice of our decision whether to accept or decline your request, and our reasons for the decision, within 6 months of validation date, or a date mutually agreed between you and the Council.



If you do not receive a decision by the agreed date, you may apply for a review of the case. You may also apply for a review if your request is refused, or if the request is agreed but the decision notice specifies material terms or conditions which differ to a significant extent from those specified in the request. Guidance on applying for a review is contained within section 10 of our [Community Ownership and Management of Council Owned Assets Policy](#). An application for review should be sent to [NLCCommunityOwnership@northlan.gov.uk](mailto:NLCCommunityOwnership@northlan.gov.uk)

If you have any questions about the asset transfer process, please contact Gary Stark by email: [starkga@northlan.gov.uk](mailto:starkga@northlan.gov.uk) or on the telephone number listed above.

Yours sincerely

**Stephen Penman**  
**Chief Officer - Strategic Communications & Engagement**