

Community Asset Transfer

Purpose

This document outlines how Perth & Kinross Council will approach Community Asset Transfer (CAT) and provides a framework to enable and manage the sustainable transfer of assets from the Council to community groups. CAT can involve the transfer of:

- *rights of access;*
- *management responsibility;*
- *short or long-term lease; or*
- *ownership of the asset.*

Our Approach

Perth & Kinross Council is committed to using public assets to meet the needs of communities and will support community groups to develop the best chance of a successful CAT.

The Council views CAT positively and sees a number of mutual benefits for communities and the Council.



The Council recognises that CAT can be a part of supporting and sustaining local communities and it wishes to ensure that public assets can be operated by the people who regularly use them.

While fully supporting the principle of CAT, this approach also recognises that some assets must remain under Council control in order to support delivery of essential services.

Eligible requests will be approved unless there are reasonable grounds for refusal. Key points that the Council will consider as part of any assessment of CAT Request will include:

- *the eligibility of the group making the application;*
- *the identified benefit that the transfer will bring to the community;*
- *evidence of community support for the proposal;*
- *the business case and financial sustainability of the proposal;*
- *the capacity and skills within the group to manage the asset sustainably.*

Requests will be made using a two-step process. The first stage is an Expression of Interest, which is intended to support community groups to explore what is required for a CAT Request and to enable relevant Council services to begin gathering any necessary information prior to the formal start of the process. The second stage is a detailed CAT Request Form which is the legal start of the asset transfer process. These stages are described in more detail in the Guidance accompanying the CAT Request Form.

Eligible community groups will be offered support at any stage of the asset transfer process and will be provided with a named Single Point of Contact who will liaise on behalf of the community group with different services within the Council.



How We Use Your Personal Information

The information provided by you will be used by Perth & Kinross Council to allow the Council to process your application, contact you with any questions, and advise you of any decision. The information will not be disclosed to third parties except as described below.

The Council may check information provided by you, or information about you provided by a third party, with other information from certain third parties or share your information with them in order to verify its accuracy, prevent or detect crime, protect public funds or where required by law.

For further information, please look at our website www.pkc.gov.uk/dataprotection or email DataProtection@pkc.gov.uk or telephone 01738 477933.

If you or someone you know would like a copy of this document in another language or format, (on occasion, only a summary of the document will be provided in translation), this can be arranged by contacting the Customer Service Centre on 01738 475000.

You can also send us a text message on 07824 498145.

All Council Services can offer a telephone translation facility.

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