

**Asset Transfer Request  
Reporting Template 2020/21 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 2020 to 31 March 2021. 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 2021, whether using this template or not.

**Please provide information in the four sections below and email the completed template by 30 June 2021 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](mailto:sandra.holmes@hient.co.uk)

Telephone: 01463 383309

Date of completion: 30 June 2021

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 2020/21**

2.1 Please complete the following table for the 2020/21 reporting period :

Total new applications received in 2020/21	Total applications received prior to 1 April 2020 which were still to be determined at 1 April 2020	Number of successful applications agreed in 2020/21	Number of unsuccessful applications refused in 2020/21	Total applications (received in any year) still to be determined as at 31 March 2021.
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 2020/21:

Name of Community Transfer Body, or community group that will take ownership, lease, or management of the asset.	Date request was accepted	Date decision was agreed to transfer the asset	Date transfer completed	Please provide further details, such as: description of the asset / area transferred / amount paid / discount given/ type of ownership / purpose of the transfer.
none				

2.3 Please provide details of Asset Transfer Requests that went to a relevant authority appeal (internal) and/or review (Scottish Government) which were concluded in 2020/21:

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>
none		

2.4 How many assets in total have been transferred to community ownership, lease or management by your organisation since the asset transfer legislation came into force in January 2017?

One (acquisition):

- Transfer of a light industrial unit [Unit 1, Hagdale Industrial Estate, Baltasound, Unst, Shetland, ZE2 9TW] to the Unst Partnership Ltd in December 2018.

2.5 Please provide information on any assets transferred to community ownership *outwith* the Asset Transfer legislative process since January 2017.

Two (acquisitions):

- Transfer of 0.22 ha of undeveloped land at Pier Road, Scarinish, Tiree to Tiree Community Business Limited in February 2021.
- Transfer of 0.45 acres of undeveloped land and an access road to a site for housing development in Colonsay to Colonsay Community Development Company. This land, together with a larger area of land purchased from Colonsay Estate, will enable the development of much needed affordable housing, self-build plots and some business units on the island. The business units will be built on the HIE land. The sale was concluded in April 2021.

2.6 Considering asset transfers that have completed since 2017, what do you consider to be the outcomes (benefits/challenges) for the communities that have taken ownership of the assets? Please give examples if you can.

**Unst:**

The Unst Partnership had leased the premises from HIE prior to the sale. Ownership provides the organisation with security of tenure to sustain and develop the existing second-hand shop and recycling enterprise. The organisation is more sustainable as it no longer pays rent to HIE and now has the ability to develop the building to best meet community needs.

**Tiree:**

The small area of land was the remnant of a larger land holding most of which was previously sold by HIE to enable a housing development. HIE's plans for the remainder of the site had not come to fruition so it was surplus to our requirements. Prior to offering it for sale on the open market we consulted with three local community organisations as the community had previously indicated an interest in the site. It was agreed locally that Tiree Community Business Ltd was the preferred purchaser. They wished to purchase the site to create a community garden. The site was somewhat unsightly and located in a prominent position being passed by all the ferry traffic. The community garden provides amenity space and has improved the visual appearance of the area.

**Colonsay:**

The lack of affordable housing was significantly impacting the sustainability of the Colonsay community. Access to land is very limited and the Estate only recently became a willing seller. Whilst the housing project was being developed and area of HIE owned land was identified by the community as suitable for business units. This, together with the housing development (up to 24 units), will significantly benefit the sustainability of this fragile island community.

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

None

### **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 2020/21.

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 promote the support available to communities via the Community Ownership Support Service (COSS).

As was the case with our site in Tiree, we consult with local communities prior to marketing an asset for sale where we consider they may have an interest. We took this approach regarding our plans to market a forest in Orbst, Skye. Dunvegan Community Trust is currently investigating the viability of a community purchase so we will await the outcome of this before considering a future disposal.

3.2 In particular what action has been taken to support disadvantaged communities to engage with the asset transfer process during 2020/21?

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.

3.3 Please provide any details of the inclusiveness and involvement of local organisations when determining asset transfer applications.

We have not determined any asset transfer applications in this reporting period.

**Section Four – Additional Information**

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

*For example, we are interested in your reflections about what has gone well and what has gone less well in relation to Asset Transfers during 2020/21?*

*Is there any aspect of the process that you intend to adapt or change in the year ahead?*

*Have you identified any needs for guidance or support that would support the ATR process?*

*If you have developed any case study material or published new information about Asset Transfer Requests please share links to those with us here.*

None

**Subject to the pressures of responding during Covid, if possible please email the completed template by 30 June 2021 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)

Thank you!

Community Empowerment Team  
Scottish Government