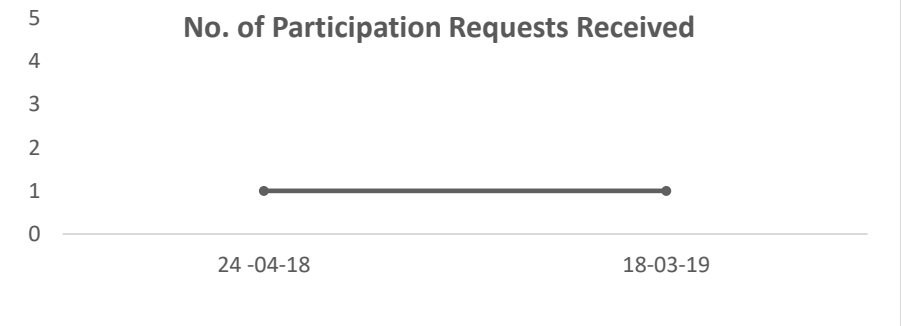



## 16.1: Asset Transfer and Participation Requests

Project Aim	Start Date	End Date	Progress Scale										
100% of all Asset Transfer Requests and Participation Requests are seen through to a satisfactory conclusion by December 2020. <b>Project Manager:</b> Jonathan Smith, Civic Forum <a href="#">Project Charter approved Feb 2018</a>	July 2019	Dec 2020	6 – Testing Underway										
Changes Being Tested	Are our changes resulting in improvement?												
<ul style="list-style-type: none"> <li>• CPA Request Forms now in place, featuring additional ‘Guidance Notes’ for ease of access and understanding.</li> <li>• Information Handbook for communities including tailored guidance to support Communities in Participation and/ or formal requests has been sent to all Community Councils.</li> <li>• All new materials uploaded to new Communities Page and Participation Page on CPA website and Civic Forum Website.</li> <li>• Single ‘Point-of-Contact’ Email address for requests.</li> <li>• Initial Training for Council staff on how to deal with requests (To be later rolled out to any additional CPP staff, as required).</li> <li>• Awareness raising and engagement with key community groups and ‘community champions’.</li> </ul>	<p>The baseline data currently available relates to <u>formal requests</u> reported by Aberdeen City Council. This project will seek to understand the totality of requests being made to core CPP Partners to demonstrate commitment of the Partnership to the Community Empowerment (Scotland) Act 2015. We are aware that a significant number of expressions of interest have previously been and are continuing to be positively resolved outwith the formal legislative process, including Long-Term Lease &amp; Transfer of Ownership.</p> <p><b>As of January, 2020</b> – Monthly Updates have been agreed to be provided by all core CPA Partners, building on baseline data from ACC, including progress of engagement activity centred around the volume and experiences of requests. This will provide ‘live’ data and updates over the course of 2020 and beyond.</p>												
Improvement Data													
 <p><b>No. of Participation Requests Received</b></p> <table border="1"> <thead> <tr> <th>Date</th> <th>No. of Requests</th> </tr> </thead> <tbody> <tr> <td>24-04-18</td> <td>1</td> </tr> <tr> <td>18-03-19</td> <td>1</td> </tr> </tbody> </table>	Date	No. of Requests	24-04-18	1	18-03-19	1	 <p><b>No. Asset Transfer Request Received</b></p> <table border="1"> <thead> <tr> <th>Date</th> <th>No. of Requests</th> </tr> </thead> <tbody> <tr> <td>31-07-18</td> <td>0</td> </tr> </tbody> </table>			Date	No. of Requests	31-07-18	0
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