

Project Plan – Scrutiny Inquiry into Community Assets

Date/Venue	Evidence Gathering Activity
Pre-Inquiry Scrutiny Working Group 1 Feb 2024 4.30pm	<ul style="list-style-type: none"> • Overview of subject area from Lead Council Officer/s and Lead Cabinet Member. They will provide a strategic overview of Community Assets including details of what it is, legal frameworks we work under and identifies the key influencers. • Panel discuss and agree the Terms of Reference and Project Plan for the Inquiry. • Panel agree its public call for evidence and Integrated Impact Assessment for inquiry
Evidence gathering	
Session 1 11 Mar 24 5.00pm	<ul style="list-style-type: none"> • Due diligence. Aspects of asset transfer including finance and legal aspects etc. How is it benefitting the LA and Communities more widely...financially and other? How is due diligence checked and monitored on an ongoing basis. • Risks. What are the risks associated with community asset transfer and how are they addressed and/or mitigated? • Barriers. What are considered as the main barriers and how do we work to overcome them? • Guidance and support. What guidance, advice and support are given to those taking on an asset, including in relation to funding and applying for grants.
Session 2 22 Apr 24 4.30pm	Cultural Services specific. Activity and examples relating to asset transfer in cultural services department. To include for example community centres, parks, sports facilities/grounds, growing areas etc, Also, provide a of list of already transferred assets and a list of those in pipeline. Projected financial savings. Evidence of community benefit.
Session 3 20 May 24 4.30pm	<ul style="list-style-type: none"> • Policy and practice in other local authorities (How other LA's do it) • Stakeholders. Panel look at replies received from an email sent to all councillors/community councils
Session 4 17 Jun 24 4.30pm	Stakeholders. Roundtable meeting with a group of stakeholders. People who have been through the process, also include SCVS and other interested parties.
Concluding Inquiry	
Meeting 5 23 July 24 4.30pm	<ul style="list-style-type: none"> • Legal aspects of Community Asset Transfer • Findings report - discussion regarding conclusions and recommendations based on the evidence gathered
Meeting 6	Draft final report – informal meeting of Panel members only
Meeting 7	Final Report – agreement for submission to Cabinet