

## **THE HIGHLAND COUNCIL**

### **Community Asset Transfer Approach**

#### **Assessment Framework**

#### **Purpose**

The purpose of the assessment is to ensure that the decision making process will produce the best decision for the community, not necessarily Highland Council nor the requesting Community Asset Transfer Body.

#### **Evidence**

Primarily the assessment will be based on the information received within the application form and any business plan however additional representations from external parties will also be included along with internal service knowledge.

Cognisance will be taken regarding the nature of the request e.g. whether it is for lease, use or ownership. The level of assurance required will differ depending upon the nature of the request with higher level of compliance/support required for organisations wishing transfer of an asset as opposed to a leasing arrangement.

#### **Structure of Assessment**

The assessment will be structured under 5 key headings.

- Benefit to the community (outcomes)
- Capacity to deliver
- Level of community support
- Sustainability
- Resourcing

Consideration will also be given to the terms and conditions requested by the Community Asset Transfer Body and what equivalent terms may be appropriate.

Each of the 5 assessment areas will be assessed separately, considering evidence of best value and be given an overall rating from very strong to poor. A summary of the evidence required to achieve each rating is outlined below:

Evidence	Overview
Very strong	Governance and financial arrangements are strong and sustainable. Best value characteristics are evidenced and contained throughout the approach. Related projected benefits are very robust and demonstrate value for money.
Strong	Governance and financial arrangements are sound and sustainable. Best value characteristics are in evidence in the proposal. Related projected benefits are demonstrated well and represent value for money.
Moderate	Governance and financial arrangements are in place and acceptable. Best value characteristics have been considered as part of the proposal. Related projected benefits are acceptable and could lead to value for money.
Weak	Governance and financial arrangements are weak. Best value characteristics are not well demonstrated in the proposal. Related projected benefits are not based on robust information and demonstrates questionable value for money.
Poor	Governance and financial arrangements are poor. There is little evidence of Best Value characteristics in the proposal. Related projected benefits are ill defined and/or unrealistic and do not demonstrate value for money.

ASSESSMENT AREA:	BENEFIT TO THE COMMUNITY		
<i>Criteria</i>	<i>Evidence from Community Asset Transfer Body</i>	<i>Additional Evidence/Information</i>	<i>Assessment of Compliance</i>
Economic benefits			
Regeneration benefits			
Health benefits			
Social wellbeing benefits			
Environmental Benefits			
Tackling inequality			
Promotion of equality			
Any other benefits detailed			
<b>Benefit to the Community Assessment Summary:</b>		<i>Rating – Very Strong, Strong, Moderate, Weak or Poor</i>	

ASSESSMENT AREA:	CAPACTIY TO DELIVER		
<i>Criteria</i>	<i>Evidence from Community Asset Transfer Body</i>	<i>Additional Evidence/Information</i>	<i>Assessment of Compliance</i>
Experience of organisation			
Access to appropriate advice and support			
Have sought advice and support during application phase			
Appropriate skills within the organisation			
Access and level of volunteer support			
<b>Capacity to Deliver Assessment Summary:</b>		<i>Rating – Very Strong, Strong, Moderate, Weak or Poor</i>	

<b>ASSESSMENT AREA:</b>	<b>LEVEL OF COMMUNITY SUPPORT</b>		
<b>Criteria</b>	<b><i>Evidence from Community Asset Transfer Body</i></b>	<b><i>Additional Evidence/Information</i></b>	<b><i>Assessment of Compliance</i></b>
Community involvement in developing the request			
Community support for the request			
<b>Level of Community Support Assessment Summary:</b>		<i>Rating – Very Strong, Strong, Moderate, Weak or Poor</i>	

<b>ASSESSMENT AREA:</b>	<b>SUSTAINABILITY</b>		
<b>Criteria</b>	<b><i>Evidence from Community Asset Transfer Body</i></b>	<b><i>Additional Evidence/Information</i></b>	<b><i>Assessment of Compliance</i></b>
Financial – ability to support/fund the asset in the future	.		
Governance – sustainability of the organisation			
<b>Sustainability Assessment Summary:</b>		<i>Rating – Very Strong, Strong, Moderate, Weak or Poor</i>	

<b>ASSESSMENT AREA:</b>	<b>RESOURCING</b>		
<b><i>Criteria</i></b>	<b><i>Evidence from Community Asset Transfer Body</i></b>	<b><i>Additional Evidence/Information</i></b>	<b><i>Assessment of Compliance</i></b>
Value of asset			
Legal title and relevant information			
Current use of the asset and potential impact			
Requested purchase/discount value			
Ability of organisation to pay			
<b>Resourcing Assessment Summary:</b>		<i>Rating – Very Strong, Strong, Moderate, Weak or Poor</i>	