



## **Community Asset Transfer Committee Membership and Terms of Reference**

### **Report by Kevin Anderson, Executive Director Place**

#### **Report for Decision**

#### **1 Recommendations**

The Community Asset Transfer Committee is recommended to:

- i. Consider the appointment of a Chair; and
- ii. Note its Membership and Terms of Reference

#### **2 Purpose of Report/Executive Summary**

This report sets out the Membership and Terms of Reference of the Community Asset Transfer Committee and invites the Committee to appoint a Chair.

**Date** 21 January 2024

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### **3 Background/Main Body of Report**

#### Membership

- 3.1** Following the Local Government elections in May 2022, at its meeting on 24 May 2022, Council agreed that Community Asset Transfer membership (6 members 1 from each ward) to be appointed by lot.
- 3.2** Following Council on 15 November 2022, the allocation process took place in the Council Chamber using a technical solution (a random name generator). This process was overseen by Group Leaders from the three political groups and the outcome recorded by the clerk.
- 3.3** The 6 elected members appointed to the Community Asset Transfer Committee are:
- Councillor Dianne Alexander
  - Councillor Colin Cassidy
  - Councillor Stuart McKenzie
  - Councillor Connor McManus
  - Councillor Kelly Parry
  - Councillor Ellen Scott
- 3.4** Members are asked to nominate a Chair from the above membership for the Community Asset Transfer Committee.

#### Terms of Reference

- 3.5** The Community Asset Transfer Committee will be responsible for considering and determining Asset Transfer Requests made in terms of Part 5 of the Community Empowerment (Scotland) Act 2015.
- 3.6** The quorum for meetings of the Community Asset Transfer Committee will be 3 Elected Members.
- 3.7** The Minutes of the Community Asset Transfer Committee will be recorded by the Officer clerking the meeting and submitted to the next meeting of the Committee for approval. They will also be submitted to Council for information.
- 3.8** Meetings of the Community Asset Transfer Committee will be hybrid, and webcast subject to the exemptions contained within the Local Government (Scotland) Act 1973.

#### **4 Report Implications (Resource, Digital and Risk)**

##### **4.1 Resource**

No implications

##### **4.2 Digital**

No implications

##### **4.3 Risk**

In accordance with the Scheme of Administration the Council is required to appoint Members to the various Committees, etc. Failure to do so could impede the discharge of business.

##### **4.4 Ensuring Equalities (if required a separate IIA must be completed)**

An equalities impact assessment is not required.

##### **4.5 Additional Report Implications (See Appendix A)**

See Appendix A

## **Appendices**

### **Appendix A – Additional Report Implications**

## **APPENDIX A – Report Implications**

### **A.1 Key Priorities within the Single Midlothian Plan**

Not applicable

### **A.2 Key Drivers for Change**

Key drivers addressed in this report:

- ☐ Holistic Working
- ☐ Hub and Spoke
- ☐ Modern
- ☐ Sustainable
- ☐ Transformational
- ☐ Preventative
- ☐ Asset-based
- ☐ Continuous Improvement
- ☐ One size fits one
- ☒ None of the above

### **A.3 Key Delivery Streams**

Key delivery streams addressed in this report:

- ☐ One Council Working with you, for you
- ☐ Preventative and Sustainable
- ☐ Efficient and Modern
- ☐ Innovative and Ambitious
- ☒ None of the above

### **A.4 Delivering Best Value**

Not applicable

### **A.5 Involving Communities and Other Stakeholders**

Not applicable

### **A.6 Impact on Performance and Outcomes**

Not applicable

### **A.7 Adopting a Preventative Approach**

Not applicable

### **A.8 Supporting Sustainable Development**

Not applicable