

Caerphilly County Borough Council

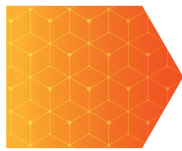
Community Asset Transfer Policy

Refreshed approach
July 2025



ENABLING OUR ECONOMY TO GROW





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1

Introduction and purpose of the policy Definition of Community Asset Transfer

Purpose:

This policy helps with decision making and sets a clear process for Community Asset Transfer (CAT) applications. It aims to transfer suitable assets to community groups, that are consistent with the Council's goals and well-being plans. This new approach updates the 2019 policy approved by the Cabinet.

Integration:

The policy forms part of the disposal route and aligns with the Disposal Policy. These are an integral part of the Councils Asset Management Strategy.

Vision and framework:

The policy provides a clear vision and framework for how the Council will approach and deal with the transfer of land, buildings, and services to the community.

Context:

The policy reflects the changing financial climate faced by the Council and the desire to empower communities. With public spending under strain, the council is seeking efficiencies and cost savings. Community Asset Transfers may present the third sector with opportunities to assume some control or ownership of facilities, including their maintenance and on-going costs of management. Third sector groups may be able to access external support and grant funding not available to the Council.

Hence a consistent, principled yet flexible framework is necessary. The approach can be adjusted according to the size of the asset being considered and rights being granted.

Clarity and support:

A clear understanding of the transfer process is crucial. Communities interested in taking on assets should be supported in developing a sustainable, long-term plan for the transferred asset.

Mutual benefit approach:

The approach to CAT is based on mutual benefit aiming to create a unified vision for shared community goals. The council is committed to assisting suitably constituted groups in achieving successful transfers.

Collaboration for success:

Success and sustainability requires commitment from all partners. An integrated approach allows us to engage with local people in fostering a thriving and diverse county borough.



Definition of Community Asset Transfer

A Community Asset Transfer (CAT) is a process where the council transfers the management and/or ownership of a property asset to a community council or third sector/community group. This can sometimes involve the delivery of a related service.



CAT is not just a means to dispose of surplus assets. Its primary aim is to empower communities by ensuring that land, buildings and services are retained or transferred and then managed for the public benefit through community asset ownership.

The Welsh Government acknowledges the social value that Community Asset Transfers (CATs) can offer when assets are transferred at less than market value. They emphasise that CATs can provide significant local social, economic, and environmental benefits. This includes empowering communities to manage and own facilities that might otherwise be closed, thereby enhancing community cohesion and local services. The Welsh Government's guidance on CATs highlights that these transfers support community empowerment by ensuring that land, buildings, or services are retained or transformed for public benefit.

An appropriate transfer is one where:

- There is strong evidence of community need and evidence of equality of access.
- The proposal aligns with and supports Council aims and priorities.
- Is sustainable in the long-term: the applicant must be able to demonstrate they are able to manage the asset effectively.
- Has positive financial implications for the Council: a CAT can retain and enhance assets and services threatened by budget constraints with the benefit of potential economic and social enterprise which can foster additional investment.

The transfer options include:

- Short - or long-term leases.
- Freehold transfers will not be supported except in exceptional circumstances, which must be clearly defined and justified. The default position is to pursue leasehold transfers to maintain control and ensure community benefits. Any request for a freehold transfer must undergo a rigorous approval process and demonstrate significant, unique benefits that cannot be achieved through leasehold arrangements.
- Assignment of Trust responsibilities.

The application will be considered against the following criteria:

- How well the application criteria are fulfilled.
- the condition of the asset.
- the needs of potential investors.

The application requirements, process and timescales are set out in the Community Asset Transfer Applicant Guidance document.

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Benefits of Community Asset Transfer

Overall Community Asset Transfers can protect community buildings and spaces for long-term community benefit while minimising public sector costs. Community Asset Transfer empowers communities by shifting the control and management of Council owned assets to community groups and voluntary organisations.

For the community groups and the local community, the benefits can be;

- Safeguarding or use of assets / facilities / services that may otherwise be lost to the local community.
- Improve health and well-being through the project delivery.
- Bringing the community together, improving resilience and cohesion.
- Promote independence and self-sufficiency.
- Enhanced capacity and recognition: a CAT can bring financial security, recognition and management capacity for community and social enterprises.
- Allows new ventures and partnerships within the community.
- It can contribute to stimulating social markets, community enterprise development and possible job opportunities.
- CATs can also improve access to funding as organisations may be able to gain access to third sector funding for building refurbishment or service development.
- Allows long-term planning, sustainability of assets and services for future generations.



NATIONAL

Well-Being of Future Generations (Wales) Act 2015

The act aims to secure the long term economic, environmental, social and cultural well-being of future generations. It mandates councils to collaborate with partners and communities for optimal long-term outcomes. The Gwent Public Services Board comprising public sector partners is committed to collaboration problem solving and asset management for the benefit of communities.

Well-being of Future Generations (Wales) Act 2015

The Equality Act. 2010

The Equality Act, 2010 places a duty on public bodies to uphold the Public Sector Equality Duty (PSED) which aims to eliminate unlawful discrimination, promotes equality and foster good relations. All CAT activities will support these duties by assessing and minimising potential adverse impacts on protected groups. This is to ensure that groups with protected characteristics can continue to use the asset after its transfer.

The Welsh Language (Wales) Measure 2011

The Welsh Language (Wales) Measure 2011 replaced the Welsh Language Act 1993 and as part of the legislation, in Wales the Welsh language has equal legal status with English and must not be treated less favourably.

Public bodies must comply with a set of national Welsh Language Standards which the Welsh Language Commissioner issued via a Compliance Notice to the Council. The Compliance Notice sets out which of

the 176 standards in the legislation apply to the Council, along with any exemptions and their implementation dates.

Welsh language issues are not covered by the Equality Act but rather have a set of Standards under the Welsh Language (Wales) Measure 2011, it has long been recognised that the equality and Welsh language policy agendas complement and inform each other. This is further of vibrant culture and thriving Welsh language.

Welsh Language developments will be made corporately in line with the aims of the Measure, which:

- confirmed the official status of the Welsh language.
- created a new system of placing duties on bodies to provide services through the medium of Welsh.
- created a Welsh Language Commissioner with strong enforcement powers to protect the rights of Welsh speakers to access services through the medium of Welsh.
- established a Welsh Language Tribunal.
- gives individuals and bodies the right to appeal decisions made in relation to the provision of services through the medium of Welsh.
- created a Welsh Language Partnership Council to advise Government on its strategy in relation to the Welsh language.
- allowed for an official investigation by the Welsh Language Commissioner of instances where there is an attempt to interfere with the freedom of Welsh speakers to use the language with one another.

The proposal must evidence that there has been consideration of Equality and accessibility by all groups and have regard to the Welsh Language Standards. The

Council will consider the requirements of the Welsh Language (Wales) Measure 2011 in assessing each application. There is a requirement on the Council to consider what implications a decision relating to a CAT transfer would have on opportunities for people to use the Welsh Language.

Welsh Language (Wales) Measure 2011 | Law Wales

Local General Disposal Consent (Wales) December 2003 circular

Councils can manage asset and land disposals in different ways. While disposal typically aim for the best price, there are occasions where disposal below market value is permissible under directives like the Local 'General Disposal Consent' (Wales) December 2003 circular. Such disposals can benefit the community by enhancing the area's economic, social or environmental well-being. where it can benefit the community through the 'promotion or improvement' of the economic, social or environmental well-being of the area. The council can, therefore, demonstrate best value while not necessarily obtaining the best capital receipt.

LOCAL GOVERNMENT AND PUBLIC SERVICES COMMITTEE Ref No

- **Community Asset Transfers in Wales – A best practice guide 2016, Welsh Government**
- **Ystadau Cymru / Welsh Government Community Asset Transfer in Wales – Best Practice Guidance, 2019**

There are several national reports, reviews and guidance that encourage councils to engage with community groups with a view to a transfer of community assets. The Welsh Government provides guidance documents for both local authorities and community groups.

Community Asset Transfer (CAT): guidance for applicants | GOV.WALES

LOCAL

Caerphilly County Borough Corporate Plan Well-being Objectives 2023 – 28

The Corporate Plan sets out the direction, policies and objectives of the Council for 2023 – 2028. The well-being objectives help shape services, target resources and prioritise efforts. CCBC continues to face significant financial challenges however the Council remains committed to delivering sustainable services that meet the present and future needs of our communities.

CATs clearly support the Council's well-being objectives.

- **Enabling our economy to grow**
- **Enabling our communities to thrive**
- **Enabling or residents to thrive**

[**corporate-plan-2023-28.aspx**](#)

CCBC Corporate Asset Management Strategy

Within the council's developing Asset Management Strategy, the rationalisation of assets is crucial for managing and maintaining a portfolio that meets its purpose and supports service delivery requirements. Regular property reviews are undertaken in conjunction with Service areas that occupy and use the assets. The review process must weigh the cost of maintaining assets, best price considerations and reduction in revenue costs against alternative uses including asset transfer. The review process is supported by the (evolving) Disposal Strategy/Policy that works to achieve the most favourable disposal outcome for CCBC.

Disposal policy

Properties will be identified for Community Asset Transfer once the councils process contained disposal policy has been completed, and no internal uses have been identified.

Principles of CCBC Asset Transfer – CCBC’s commitment

The Council is committed to using CAT where appropriate however, due to limited resources we must prioritise applications that offer the most significant benefit. In essence the council aims to maximise positive outcomes while managing resource limitations.

We will support the process by;

- Offering a dedicated CAT officer.
- The Council are considering publishing a list of priority assets – Community Asset Schedule, this is a future aspiration.
- Prioritising applications from certain groups as set out below.
- Adopting a clear process for applications and decision route within a defined timeframes with a guidance document to assist groups.
- Undertaking regular review of assets to determine opportunities for transfers.
- Supplying relevant building information (where available) to assist with the application. This can include running cost data, copies of condition surveys building plans, servicing and testing data, Legal restrictions and covenants.
- Providing handover support to ensure that all legal risks and liabilities are understood by the applicant, including the use of assets where personal injury/death by users is more likely to happen e.g. sports facilities.
- Providing aftercare, support and monitoring via the CAT officer ensuring that groups are given non-financial support by the council to ensure they remain safe compliant and resilient.
- Standardised lease terms with flexibility to consider various transfer agreements

and funding requirements.

- Supporting Service Level Agreements where the asset is transferred with an associated service as part of an Alternative Delivery Model.
- Identify and deal with any staff matters such as TUPE, redundancy, management of change.

Guidance Note for Community Groups

Please be aware that no direct financial support is available from the Council. The asset will typically be offered in its current condition, and your group will be responsible for running costs and repair obligations.

However, we encourage you to explore funding support streams from external grant sources. Additionally, consider developing a support package that includes capacity building, forming partnerships, and providing ongoing technical and financial assistance. This approach can help ensure the success and sustainability of your community asset transfer project.



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Identifying suitable assets

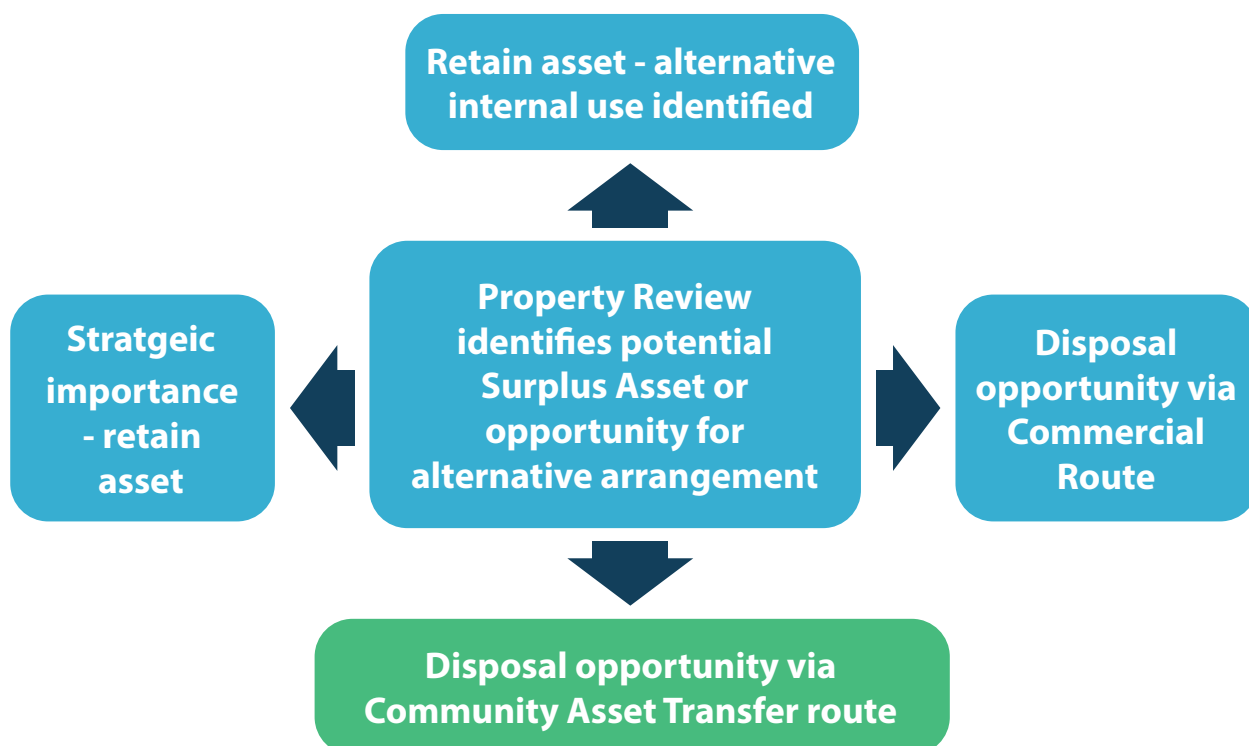
Council owned assets identified as surplus to Council requirements and those suitable for transfer to the community will be regularly updated and identified through the Council's Asset Management planning process which includes reviews of each service portfolio. Service requirements, including opportunities for alternative methods of service delivery and disposal opportunities will be reviewed on a regular basis.

When an asset is to be declared surplus, consideration will be given to whether there is an alternative requirement internally or if the asset is required in the longer term. Not all assets are deemed suitable for asset transfer and there are some that will be reserved for the commercial disposal route generating a capital receipt for the council, this route is covered in our Disposals Policy.

Certain assets while not surplus to operational requirements, can still be considered for transfer to groups to continue the service delivery. For example, sports facilities may not be deemed surplus but arrangements for preferential use and transfer of specific management functions can be explored.

Community assets have been funded and sustained by public sector funds for the benefit of the whole community. As guardians of these assets the council will aim to support continued community use. However, there will be circumstances where alternative disposal, possibly through commercial sale, will be in the best interests of the Council. Those assets which have the potential to generate significant capital receipts are not likely to be considered as suitable for transfer. If the asset is one which cannot be transferred this will be communicated at the earliest opportunity.

Surplus Assets Decision Route



When an asset is declared surplus, internal discussions will determine the relevant disposal route. The discussions will trigger site investigation work which may identify restrictions in relation to what we are able to agree and progress as part of a potential disposal.

What Assets are excluded?

Not all assets will be considered for CAT

- If an asset is required for the delivery of an essential service.
- If the asset generates an income stream.
- Assets within the industrial portfolio which have a key role in generating rental income and supporting the economic development of the area will not be considered.
- Assets that have strategic importance e.g. re-redevelopment or regeneration potential and retained for future use.
- Assets that may be required by the Council to generate capital receipts though the sale on the open market as part of its disposal programme to fund future projects.

There are also certain asset classifications that are not suitable for consideration;

- Residential properties, including gardens, outbuildings and associated land.

- Caravan sites.
- Operational land of statutory undertakers.
- Assets whose recent or current use does not meet the definition of community value, even if the intended use by a community purchaser would be of community value.*
- Agricultural land and buildings.
- Where A CAT could impact future opportunities to use adjoining council assets.

* *Definition of an Asset of Community Value (AVC)*

An asset of Community Value (AVC) in Wales is a property or land that benefits the social well-being or interests of the local community and can continue to do so.

Under the Community Asset Transfer process, such assets can be transferred to community groups at less than market value if;

1. The transfer promotes economic, social, or environmental wellbeing.
2. The financial undervalue does not exceed £2 million.

This process supports local wellbeing, enhances public services, and promotes sustainable community development.





Who can apply?

The Council will consider applications from eligible organisations. The types of groups and the requirements are detailed in the Community Asset Transfer Application Guidance in section 2;

Application priority - a preference will be accorded to:

- Community groups that are already occupying CCBC property or land.
- Lease renewals in view of developing assets for community benefit where a long lease is required to secure funding.

- Collaborative ventures that seek to provide multiple benefits and maximise the use of the asset.
- Groups must be appropriately constituted to be eligible to apply. For further advice and support regarding governance arrangements, please contact GAVO. Home | GAVO

The application process will still apply to the above priority list and groups will need to meet the appropriate application and assessment criteria.

Application Routes

Existing tenants / users	Applicants from current occupants will be considered as a priority e.g. if they wish to modify their occupancy terms, such as extending the lease term for grant funding or formalising licence agreements. However, these groups must still complete and meet all application assessment criteria.
Speculative Enquiries	Eligible groups can actively engage with the council if they have a business proposal. If their interest in a specific asset is viable and meets the initial application criteria, the council will collaborate with the group. An initial discussion with the CAT officer is recommended prior to applying. A group may have a requirement and not yet identified a suitable asset. They are encouraged to seek a preliminary discussion with the CAT officer to share the details of their proposal and asset requirements. If we consider the application viable and it meets our Stage 1 criteria, we will work with the group to potentially identify a suitable asset.
In response to an invitation to submit an EOI	The Asset Management planning process will identify surplus assets and opportunities for potential Community Asset Transfers. These will be posted on the Council's Website and suitable community groups will be invited to commence an application by submitting an Expression of Interest (EOI). These opportunities will also be promoted via CCBC's social media channels.
Priority Lists	Certain categories of assets / opportunities may be highlighted, and interest invited. Groups may be encouraged to come forward with initial expressions of interest. Due to limited resource, support and information may be channelled to work with groups on selected assets. These applications may be aligned to groups already in occupation at certain assets or deemed as the main user. There will be efforts to attract multiple uses and collaboration to fully utilise assets and ensure wider community use. Where deemed appropriate the opportunity will be advertised to attract as much interest as possible.

Transfer of Services

For assets connected with services there will be additional ongoing considerations. It is possible that the Council may identify an asset that is currently delivering a service in the community and may offer up the asset, with the associated service, as part of an Alternative Delivery Model. Such arrangements will be supported by a Service Level Agreement (SLA) between the Council and the organisation applying for the CAT. Any staffing matters such as TUPE and management of staff change will be dealt with as part of the transfer, under the guidance of People Services and with the engagement of relevant Trade Unions. Key considerations will be the success of the SLA, how will staff be supported in the future including development and progression, terms and conditions, what ongoing support will be provided by the Council etc.

Where the asset is transferred for the delivery of a service by the community group, with no transfer of staff, a Service Level Agreement will still apply, to ensure that full understanding of the Council and the receiving organisation on what will be delivered from the asset and under what terms, including what ongoing support will

be provided by the Council to ensure the success of the SLA. The Council welcomes interest from applicants to provide services whether autonomously or in collaboration with the Council.

If the CAT process involves transferring a service currently delivered by the Council to a community group, consideration around equalities and the Welsh language must be made. The asset will still be owned by the Council, with the community group delivering the service on the Council's behalf. Therefore, the community group will need to comply with the same legislation as the Council.

If the CAT process involves transferring ownership from the Council to a community group, the same compliance with legislation is not required, as the asset will no longer be owned by the Council. However, it is essential to carefully consider the current community use of the asset and whether these activities can continue under new ownership. If not, and if one of the groups affected is a Welsh group or a group with protected characteristics, it is crucial to consider the impact, implement mitigation measures to reduce the impact and communication with all affected groups.



A two-stage application process will ensure that valuable resources are not spent in developing a full business case until basic consideration criteria are met.

A pre application discussion with our CAT officer is encouraged to discuss options and scope.

1. Expression of Interest (EOI)

2. Detailed business application

This 2-stage approach helps identify any early areas of weakness and groups can receive support to improve the chances of a full business case succeeding.

The rationale and criteria for assessment for these are set out in the Applicant Guidance section 3

All applicants are required to submit an Expression of Interest (EOI) that requires basic information relating to the organisation, the asset and link to the Council's corporate priorities.

Central to this process is a requirement for a detailed Business Plan and/or financial projections which are dependent on whether the Council considers applications are suitable under the assessment process.

All applications will be considered in accordance with the Council's CAT framework as set out below.

There are two routes to apply:

- Standard process.
- Fast Track process.

The standard process will usually be applicable for:

- Complex transfers.

- assets that are assessed as uneconomical to repair by the Council.
- disposal of surplus assets with potential numerous community interest thus triggering the need to advertise the opportunity.
- Groups with no previous experience or limited history where a full application will be required to assess viability.
- Where a group will require additional support through the process.

Fast track will apply where:

- The asset is in compliant position.
- An existing tenant seeking a lease renewal to assist with a funding application. This will also present an opportunity to consider lease terms and occupation arrangements and progress via a CAT route to fully empower the group.
- An existing tenant with no default, with necessary governance structure, sound financial history and long-term sustainability forecasts.
- A community group with good track record, with sound financial history, long term sustainability forecast and governance structure.

To fast track an application for priority applicants, the council can request key information and documents to ensure a thorough yet expedited review process.

The following key areas will need to be assessed;

- Submission of a concise overview of the project proposal,
- Market analysis;

- Organisational structure and governance details.
- 3 – 5 year financial projection, including accounts, funding and resource plan.
- Operating plan, project timeline, risk assessments and proof of community support.

Community Asset Transfers considered for fast-tracking under the updated policy must satisfy the application criteria and progress through the Stage 1 Expression of Interest. The proposal must offer community value and align with Council objectives. The assessment will include an evaluation of the legal and financial documents.

The process can be expedited by providing pre application support, having a dedicated CAT team in place and ensuring a clear and transparent process and decision-making process. The timeframe provided is a guide and the shortened application period depends significantly on the speed at which the groups provide the relevant documentation.

Nature of Transfer

The degree to which the criteria are met, the condition of the asset and the requirements of the potential funders will be used to determine the most appropriate type of transfer agreement.

Application Risk Assessment

We will use a traffic light rating (RAG) system based upon an assessment of risk associated with a community group and asset subject to transfer to make this aspect more transparent as illustrated in the table shown at Appendix i. This is undertaken following the submission of the Expression of Interest application.



The Council's due diligence process should be proportionate to the scale and complexity of the proposal. The council will ensure that its decision-making is transparent and against set criteria that are understood by all parties. The Council's due diligence process will be proportionate to the scale and complexity of the proposal. It is proposed that a group will be established.

CAT Delivery Group:

Chaired by the Strategic Asset Manager this group will consist of key officers within the council and will consider the detailed business of the transfer from start to finish. Terms of reference are in place. The group will consider each application at key stages throughout the process.

Member panel briefing – Leader, deputy leader, relevant cabinet members, key officers in an advisory capacity.

Leadership – Director of Assets and Decarbonisation to take responsibility for reporting updates and progress to the council's leadership team and CMT at regular intervals.

Cabinet – Decision Making Body for transfers.

The following decision route is set out as a guide. Flow chart for the decision route into document this would be under the heading of Community Asset Transfer Decision Route Flow Chart, attached for reference.

Initial proposal / EOI:

A group submits their proposal.

Preliminary Review: CAT Delivery Group undertake an initial review to ensure the proposal meets the basic criteria and aligns with council objectives. The group will make a recommendation whether to support an application and outline the proposed next steps.

Consultation: The details of each proposal are shared with relevant stakeholders including Leadership and PDM to provide an update and views on recommendations.

Full Application: Groups are invited to submit their detailed proposals / financial information.

Detailed Assessment: A thorough evaluation of the proposal is conducted, focusing on legal, financial and operational aspects.

Cabinet Report: The CAT officer prepares a report for cabinet to consider whether to approve the transfer. This decision is based on the proposals' potential community benefits, alignment with council objectives and overall feasibility.

Cabinet Decision: The Cabinet review the report and approve the subject to the application meeting the required criteria.

Notification and Implementation: The community group is informed of the decision, if approved, the transfer process begins, including the necessary legal agreements and support measures.

Appeals process:

Should applicants wish to dispute a decision, an appeal must be received in writing within 14 calendar days. During the initial Expression of Interest stage, appeals will be referred to the member panel decision board who will review the application. Appeals following a decision at stage two, will follow the Corporate Complaints Procedure. [corporatecomplaintspolicy.aspx](#)

To manage the anticipated volume of Community Asset Transfer (CAT) may be presented in tranches to Cabinet in tranches. The CAT Delivery Group and CAT officer will plan and assess CAT applications based criteria such as submission dates, project types, priorities or asset class. This allows for more manageable and focused reviews.

Depending on the stage of the application process when reports are taken to Cabinet, if necessary, the terms of the transfer can be delegated to the Head of Land and Property, in conjunction with the Director and Cabinet Member once the business case has been approved and terms set out. This process can help streamline the procedure and allow Cabinet to focus on strategic decisions.

Additionally, this process also includes provisions to consult with relevant stakeholders as part of the reporting requirements which will include local councillors, relevant service areas and external consultees such as GAVO. Their feedback will be included in the report for consideration.



Where the CAT involves the transfer of a service as part of an Alternative Delivery Model, supported by a Service Level Agreement, the support of People Services will be part of the process if staff are involved in that transfer.

Where the CAT involves the transfer of a service and there are no staff involved, the Council transferring service will be involved in developing a Service Level Agreement with the receiving organisation.

Decisions will be communicated to the applicant in a timely manner and if there are clear reasons not to proceed to the next stage they will be explained fully and clearly. Feedback will be provided to applicants during the process to assist with their application. The decision process follows the route as set out below.



Sufficient time will be given to develop business cases and to progress through each application stage, best practice suggests **6 to 12 months from initial EOI**.

However, this will not be achievable in all circumstances, especially where the applicant organisation needs to carry out some development activity, scope funding with providers or consider the implications of Transfer of Undertakings (Protection of Employment) Regulations (TUPE) arrangements for staff.

We recognise that large transfers could take longer to complete.



The Community Asset Transfer (CAT) Policy will undergo regular reviews to ensure it meets community needs effectively. CCBC will track the outcomes of asset transfers and gather feedback from involved community organisations through surveys, interviews and consultations to identify experiences, challenges and areas for improvements.

An internal evaluation will assess the policy's success in achieving its goals, focusing on key performance indicators, such as the number of successful transfers, realised community benefits realised and the sustainability of the transferred assets.

Based on the evaluation findings, CCBC adjust the CAT policy and procedures as needed. This may include updating eligibility criteria, streamlining the application process or providing additional resources to address identified challenges.

CCBC will share the results of the review and evaluation with community organisations and stakeholders to maintain transparency and accountability. Recommendations and any changes to the policy will be communicated with the public through the CCBC website and other relevant publications.

This ongoing review process enables CCBC to maintain a flexible and responsive CAT policy that aligns with the community's evolving needs, promoting empowerment, social value and sustainable asset management in the Caerphilly Borough.



Appendix 1

Application framework – Risk Assessment Model

SCORING TABLE		ORGANISATION				
		1	2	3	4	5
ASSET	A	Green	Green	Green	Yellow	Orange
	B	Green	Yellow	Yellow	Yellow	Orange
	C	Green	Yellow	Yellow	Orange	Orange
	D	Yellow	Yellow	Orange	Orange	Red
	F	Red	Red	Red	Red	Red

RED	A problem needs serious attention and action,
AMBER	Not complete, in progress,
YELLOW	additional action required
GREEN	On track, in progress and complete to plan, no issues.

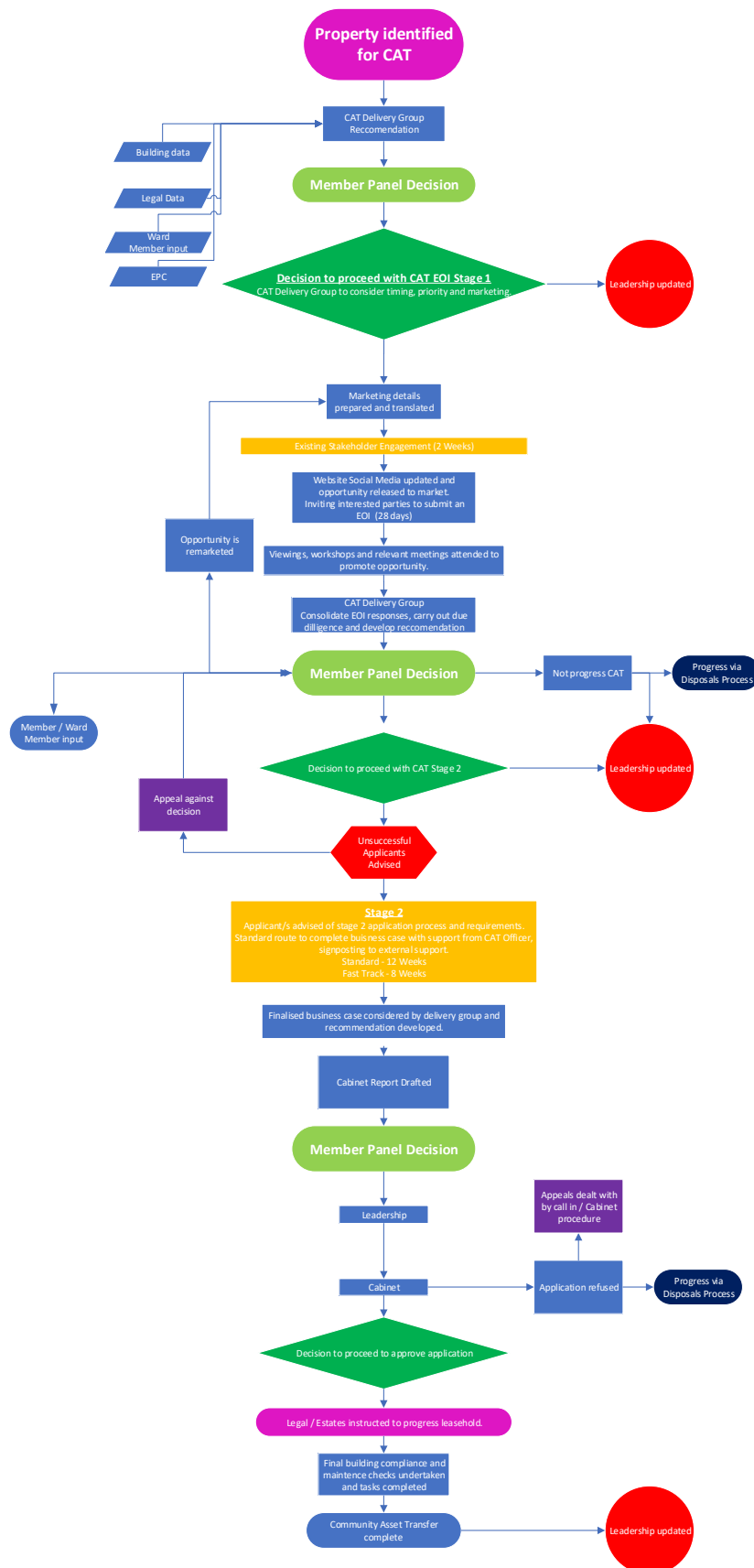


ASSET Assumes building on site.

RATING	DESCRIPTION
1	<ul style="list-style-type: none">Established group with acceptable historic accounts and evidence of the required funding for the venture.Correctly constituted legal entity with relevant knowledge and skills.Experience of managing a facility and understands the requirements and legal undertaking.Has a good active relationship with the relevant sports organisations etc.Experience of delivering in the community.Proposed project is feasible and good fit with community need.
2	<ul style="list-style-type: none">Established group with evidence of the required funding for the venture.Correctly constituted legal entity with relevant knowledge and skills.Some experience if manging a facility and understanding of the requirements and legal undertaking.Working relationship with the relevant sports organisations etc.Some experience of delivering to the community.Proposed project is feasible and a good fit with community need.
3	<ul style="list-style-type: none">Recently formed group with evidence of the required funding for the venture.Correctly constituted legal entity with some knowledge and skillsLimited experience of manging a facility but some understanding of the requirements and legal undertaking.Working relationship with the relevant sports organisations etc.Limited experience of delivery in the community.Proposed project is feasible and good fit with community need.
4	<ul style="list-style-type: none">Newly formed group with some funding for the venture.Correctly constituted legal entity with some knowledge and skills.Limited experience of managing a facility and understand the requirements and legal undertaking.Working relationship with the relevant sports organisations etc.Limited or no experience of delivering in the community.Some concerns of project feasibility and/or fit with community need.
5	<ul style="list-style-type: none">Newly formed group.No historic accounts or funding.Not correctly constituted legal entity.Limited knowledge and skills.Poor relationship with relevant sports organisation etc.No experience of delivering in the community.Questions over project feasibility / poor fit with community need.

RATING	DESCRIPTION	Likely Condition Grade
A	<ul style="list-style-type: none"> ■ Building in good condition - newly built or recent full refurbishment. ■ Fully compliant. No management issues. No major expenditure required other than usual planned maintenance. ■ Condition grade likely to be a Grade A with limited priority 2 and 3 costs. 	GRADE A
B	<ul style="list-style-type: none"> ■ Building is in reasonable condition. ■ Fully compliant. No management issues. No major expenditure required other than usual planned maintenance. ■ Condition Grade likely to be a Grade B with some Priority 1,2 & 3 costs. 	GRADE B
C	<ul style="list-style-type: none"> ■ Building in fair condition. No major issues affecting day to day running but may need significant expenditure during lease term. ■ Condition Grade likely to be a Grade B or possible Grade C with significant Priority 1,2 & 3 costs. 	GRADE C
D	<ul style="list-style-type: none"> ■ Building in poor condition but compliant. Safe but life may be limited or require significant expenditure during the standard lease term. Heads of Terms to consider expected remaining life if applicable. ■ Condition Grade likely to be a Grade C with high priority 1,2 & 3 costs. 	GRADE D
E	<ul style="list-style-type: none"> ■ Building in very poor condition. Not compliant and potentially unsafe. Closure (and demolition) to be considered or Major Refurbishment / new build required. 	GRADE E

Appendix 2





*Mae'r ddogfen hon ar gael yn Gymraeg. Mae ar gael mewn ieithoedd a fformatau eraill ar gais.
This document is available in Welsh. It is available in other languages and formats on request.*



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