North Ayrshire Council - Community Asset Transfer Timeline Community Transfer Body (ie community group) (CTB) CTB contacts NAC with idea and to seek support. CTB can identifies suitable CTB completes Initial request NAC to share building/land from Enquiry Form. any relevant North Ayrshire Council information about (NAC) via the online asset. asset register. NAC may request further NAC acknowledges information/advice receipt and provides validation date (which CTB completes Full before processing the application. A Single Asset Transfer gererally means a decision will be made Request. Point of Contact (SPOC) will be appointed from NAC within 6 months of this date). to support the group. **NAC** notifies Full application stakeholders of the assessed by CAT asset by publishing a notice of request. After team. (within 6 months 20 days of notification, Cabinet decides unless there are any representations whether CAT is factors that influence are copied to CTB. approved. the speed) CTB has then 20 Report stating working days to recommendation comment on presented to Cabinet. representations. **Decision Note is** published and anybody **Decision Notice and** Decision note is sent to who made draft offer sent to CTB CTB. representations is informed of decision. No Yes The CTB will appoint a Lawyer and The CTB can seek have 6 months to accept the offer or review or appeal within to negotiate terms with NAC; 20 working days. followed by a subsequent 6 months to negotiate and conclude contract. (This can be extended in certain circumstances). Contract Concluded between Lawyers Final arrangements are made for handover

Transfer takes place