



Shropshire Council  
Legal and Democratic Services  
Shirehall  
Abbey Foregate  
Shrewsbury  
SY2 6ND

Date: Tuesday, 10 May 2016

**Committee:  
Cabinet**

**Date: Wednesday, 18 May 2016**  
**Time: 12.30 pm**  
**Venue: Shrewsbury Room, Shirehall, Abbey Foregate, Shrewsbury, Shropshire, SY2 6ND**

You are requested to attend the above meeting.  
The Agenda is attached

Claire Porter  
Head of Legal and Democratic Services (Monitoring Officer)

**Members of Cabinet**

Malcolm Pate (Leader)  
Steve Charmley (Deputy Leader)  
Karen Calder  
Lee Chapman  
Simon Jones  
David Minnery  
Cecilia Motley  
Malcolm Price  
Stuart West  
Michael Wood

**Deputy Members of Cabinet**

Peter Adams  
Tim Barker  
Nicholas Bardsley  
Gwilym Butler  
Dean Carroll  
Robert Macey  
Peter Nutting  
Robert Tindall

Your Committee Officer is:

**Jane Palmer** Senior Democratic Services Officer  
Tel: 01743 257712  
Email: [jane.palmer@shropshire.gov.uk](mailto:jane.palmer@shropshire.gov.uk)

# AGENDA

## 1 Apologies for Absence

## 2 Disclosable Pecuniary Interests

Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate.

## 3 Minutes (Pages 1 - 4)

To approve as a correct record and sign the Minutes of the Cabinet meeting held on Wednesday, 27 April 2016. Attached, marked 3.

Contact: Amanda Holyoak 01743 257714

## 4 Public Questions

To receive any public questions or petitions from the public, notice of which has been given in accordance with Procedure Rule 14. The deadline for this meeting is 5.00pm on Friday 13 April 2016.

## 5 Matters referred from Scrutiny/Council

## 6 Community Asset Transfer - English Bridge Workshops, Shrewsbury (Pages 5 - 16)

Lead Members:

Cllr. Robert Tindall	Deputy Portfolio Holder for Estates and Built Assets
Cllr. Michael Wood	Portfolio Holder for Corporate Support

Report of the Head of Customer Support and Assets is attached, marked: 5

Contact: Steph Jackson 01743 253861

## 7 Financial Strategy - Budget 2017/18 and 2018/19 - TO FOLLOW

Lead Member – Mr Malcolm Pate – Portfolio Holder for Strategy, Financial Strategy, Budget and Business Plan.

Report of the Head of Finance, Governance and Assurance – TO FOLLOW

Contact: James Walton 01743 255001

## 8 Exclusion of Press and Public

To resolve that in accordance with the provisions of Schedule 12A of the Local Government Act 1972 and Paragraph 10.2 of the Council's Access to Information Rules, the public and press be excluded during consideration of the remaining items.

**9 Future Social Work Delivery Vehicle - TO FOLLOW**

Lead Member – Lee Chapman – Portfolio Holder for Adults

Report of the Head of Social Care, Efficiency and Improvement – TO FOLLOW

Contact: Ruth Houghton 01743 253093

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## Committee and Date

Cabinet

18<sup>th</sup> May 2016

## **CABINET**

### **Minutes of the meeting held on 27 April 2016**

**In the Shrewsbury Room, Shirehall, Abbey Foregate, Shrewsbury, Shropshire, SY2 6ND**

**12.30 - 12.52 pm**

**Responsible Officer:** Emily Marshall

Email: jane.palmer@shropshire.gov.uk Tel: 01743 257717

### **Present**

Councillor Malcolm Pate (Chairman)

Councillors Karen Calder, Lee Chapman, Simon Jones, David Minnery, Malcolm Price, Stuart West and Michael Wood

### **155 Apologies for Absence**

Apologies for absence were received from Councillors Steve Charmley and Cecilia Motley.

### **156 Disclosable Pecuniary Interests**

No declarations of interest were made.

### **157 Minutes**

#### **RESOLVED:**

That the minutes of the Cabinet meeting held on 6<sup>th</sup> April 2016 be approved as a correct record and signed by the Leader.

### **158 Public Questions**

There were no public questions received.

### **159 Matters referred from Scrutiny/Council**

There were no matters referred from Scrutiny or Council.

### **160 Proposed new Homelessness Strategy for Shropshire for 2015-17**

The Portfolio Holder for Planning, Housing, Regulatory Services and Environment presented a report by the Director of Adult Services which presented a proposed new Homelessness Strategy for Shropshire for 2015 – 2017.

In response to questions from Members, the Portfolio Holder confirmed that the anticipated timescale to achieve the Government's Gold Standard level for Housing Options was approximately eighteen months to two years.

**RESOLVED:**

- I. That members adopt the new Homelessness Strategy for Shropshire for 2015-17 and the document is made public via the Council website at the earliest opportunity;
- II. That members note the new Strategy will make public Shropshire Council's corporate commitment to adopting a joint approach to preventing homelessness, based on early intervention and continuous improvement, as set out in the proposed Portfolio Holder for Housing's Foreword to the new Homelessness Strategy (thus achieving the first of the ten 'local challenges' toward a 'gold standard' housing options service for Shropshire);
- III. That members note that the new Homelessness Strategy sets out the Council's Housing Options team's commitment to work towards achieving the nationally recognised 'gold standard' level of service for our customers, and introduces the re-commencement of a Homelessness Strategy Implementation Group, to be chaired by the Portfolio Holder for Housing or their Deputy, with the aim of encouraging sector-wide participation and responsibility for the effective implementation of the new Homelessness Strategy Action Plan;
- IV. That members note the new Homelessness Strategy recommends the implementation of the powers introduced in section 148 of the Localism Act 2011, to enable the Council's Housing Options team to discharge its accommodation duty, owed toward statutorily homeless households (under sections 193 or 195 of the Housing Act 1996), through the provision of a private rented sector accommodation offer of a suitable assured shorthold tenancy which is for a fixed term of at least twelve months.

**161 Social Care System Replacement**

The Portfolio Holder for Adult Services presented the report of the Director of Adult Services, which outlined and confirmed the approach that Shropshire Council would adopt in replacing the current Adult and Children's Social Care IT System and details the costs and associated with taking the recommended option.

In response to questions from Members, the Portfolio Holder provided an assurance that the Council would be working closely with partner organisations and the Section 151 Officer provided further detail on the financial implications associated with the system.

**RESOLVED:**

That Cabinet confirms and approves the approach described within this report to replace the current Adults and Children's Social Care IT System in line with the recommended option and that Cabinet confirms and approves funding from the sources identified to proceed with the system replacement. The funding for this project exceeds £1m and was not reflected in the Council's Budget approved on 25<sup>th</sup>

February. Cabinet is therefore requested to recommend approval of the funding to full Council.

**162 Exclusion of Press and Public**

**RESOLVED:**

That in accordance with the provisions of Schedule 12A of the Local Government Act 1972 and Paragraph 10.2 of the Council's Access to Information Rules, the public and press be excluded from the meeting during consideration of the remaining items.

**163 Exempt Minutes**

**RESOLVED:**

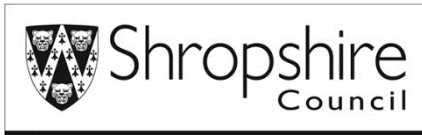
That the exempt Minutes of the Cabinet meeting held on 6<sup>th</sup> April 2016 be approved as a correct record and signed by the Leader.

Signed ..... (Chairman)

Date: .....

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<u>Committee and date</u>	<u>Item</u>
Cabinet	
18 <sup>th</sup> May 2016	
12.30pm	

## **COMMUNITY ASSET TRANSFER: ENGLISH BRIDGE WORKSHOPS, SHREWSBURY**

Responsible Officer: Steph Jackson

Email: [steph.jackson@shropshire.gov.uk](mailto:steph.jackson@shropshire.gov.uk) Tel: 01743 253861

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### **1. Summary**

- 1.1 As part of the Council's core objective to strengthen our local towns and villages, the Strategic Asset Management team are working with town and parish councils, as well as the voluntary sector, to enable the transfer of suitable land and buildings to community groups and organisations.
- 1.2 The Community Asset Transfer (CAT) policy provides a framework and guidance to assess which transfers are viable and implement their transfer. The policy contributes to the Council's objectives as set out in the Asset Management Strategy Section 5: Commission and work in partnership to empower communities. Release where appropriate through freehold transfer or leasehold transfer, properties to communities reducing revenue or maintenance burdens for non-core assets.
- 1.3 A report summarising the assessment of an application made by English Bridge Workshop Ltd. ("the Organisation") in respect of English Bridge Workshop, Shrewsbury SY2 6AD ("the Asset") has been considered by the Area Commissioner and the recommendation is to progress to transfer by way of a 125-year lease which, in accordance with the CAT policy, is subject to Cabinet approval.
- 1.4 The Asset is in need of repair. The Organisation have developed a business plan to fund building repairs and improvements whilst continuing and expanding their art and community activities.

## **2. Recommendations**

- 2.1 Cabinet agree, in principle, that the Organisation is granted a 125-year lease of the Asset with delegated authority to the Head of Commercial Services to agree final terms of the lease and to complete the transaction.
- 2.2 Reasons for decision:
  - 2.2.1 The Organisation has used the Asset since 1990. Floor plan of the building is attached at Appendix A. The site plan is at Appendix B. It is a well-used facility and has links with other local community organisations/branch groups including Belle Vue Community Arts Festival, Shropshire Art Society, Age Concern and Railway Heritage. An average of 10 groups regularly use the halls each week. 8 studios are rented out to local artists. The Organisation has undertaken public consultation, the results of which demonstrate that their activities are valued by the local community.
  - 2.2.2 The Organisation has a clear management structure. A range of experiences and professions are represented on its board of trustees and Committee Advisory Body. The Organisation has managed the Asset since 1990, including repairs and maintenance. The Organisation's business plan sets out how they will continue to fund the operation of the Asset
  - 2.2.3 The Organisation is managed by a board of trustees, which is made up of 6 members, and a Committee Advisory Body made up of 4 members. 6 meetings are held annually, including an AGM. The Organisation has a financial management policy in place with audited accounts. The accounts are independently audited.
  - 2.2.4 The Organisation satisfies the criteria set out in the CAT policy details of how they meet the criteria is contained in the Recommendation to Directors attached at Appendix C.

## **REPORT**

### **1. Risk Assessment and Opportunities Appraisal**

- 1.1. The Organisation has used the Asset since 1990 and have been assessed following due diligence in the CAT policy to be able to maintain the site. As the Asset is in need of repair the lease will allow for its refurbishment. If the Organisation fails to maintain the Asset the risk is that the Asset will return to the Council with some or no building improvements.

## **2. Equalities and Diversity Issues**

4.1 None.

### **1. Financial Implications**

- 2.1. The Asset is currently maintained by Shropshire Council as part of its corporate estate, with maintenance and repairs funded by the Corporate Repairs and Maintenance budget.
- 2.2. Rent is proposed below market value at a peppercorn rate, because the Organisation will not be operating the facility on a commercial basis but will enable external funding for building repairs and renovation. The Council will be responsible for maintenance and repairs until year 5 of the transfer when the Organisation will take responsibility under a full repairing and insuring lease for repairs, maintenance and insurance.
- 2.3. Rent from occupants is currently payable to the Organisation and it has demonstrated that the rent is and will be reinvested into the Asset and its community objectives.

### **6 Additional Information**

- 6.1 The Organisation has made use of the Asset officially since 1990, with informal use since the early 1980s.
- 6.2 The building itself is in a poor state of repair and the Council's financial position means that identifying funding to invest in the building is becoming increasingly difficult.
- 6.3 The proposed transfer complies with State Aid.
- 6.4 The proposed grant of the lease for a peppercorn is a sum that is less than market value for a lease of the building. The disposal by way of the grant of the lease at a peppercorn rent is covered by the Circular 6/03 Local Government Act 1972 General Disposal Consent 2003. This consent allows for the disposal of a property at less than best consideration where the disposal contributes to the promotion or improvement of one or more of economic, social and environmental wellbeing in the Council's area and where the difference in value is less than £2 million.

**List of Background Papers (This MUST be completed for all reports, but does not include items containing exempt or confidential information)**

CAT Application – 30<sup>th</sup> June 2015

**Cabinet Member (Portfolio Holder)**

Cllr. Robert Tindall Deputy Portfolio Holder for Estates and Built Assets  
Cllr. Michael Wood Portfolio Holder for Corporate Support

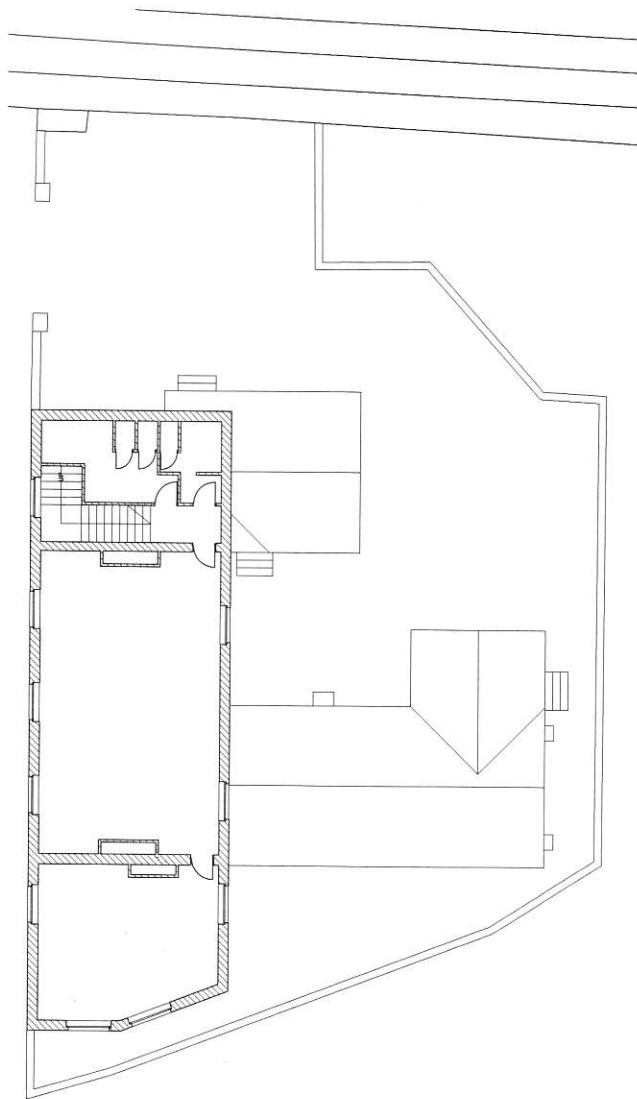
**Local Member**

Cllr. Hannah Fraser

**Appendices**

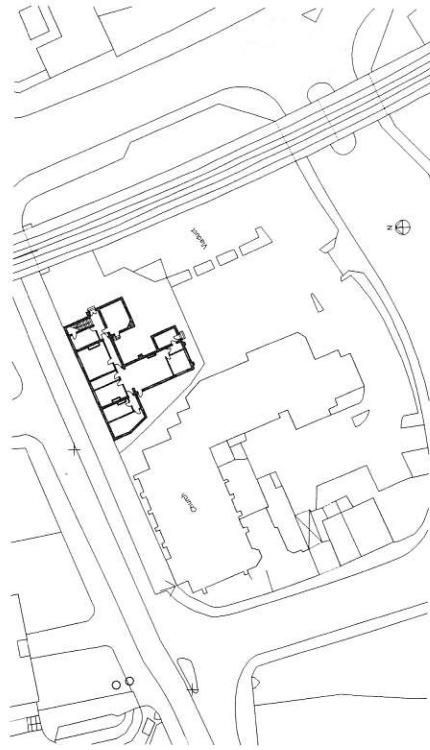
- A. Floor Plan of Building
- B. Plan of site
- C. CAT Recommendation of Directors

A. 10/11/07 ADDITION OF UNDERGROUND SITE AREA



EXISTING FIRST FLOOR PLAN

1:100



LOCATION PLAN

1:500

EXISTING PLANS

PROJECT NO. 2375 - ENGLISH BRIDGE WORKSHOP

DATE 10/10/07

PROJECT NO. 2375/01/01A

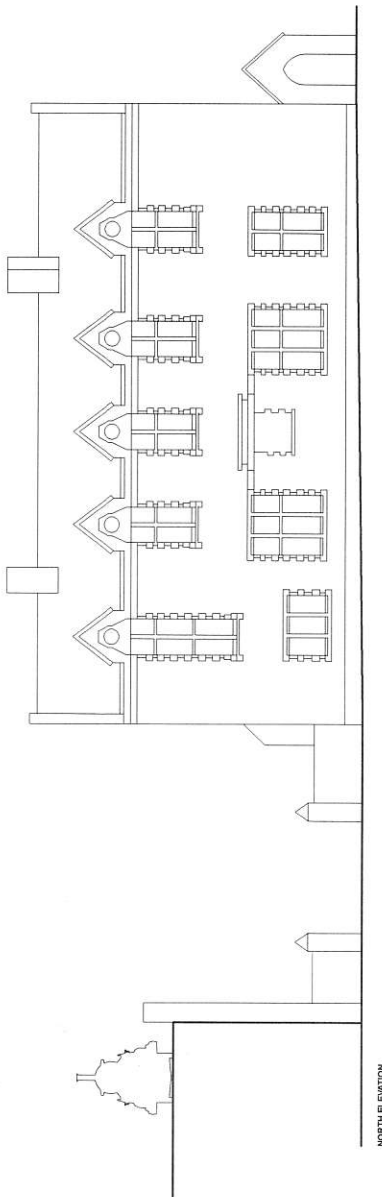
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ARCHITECTS

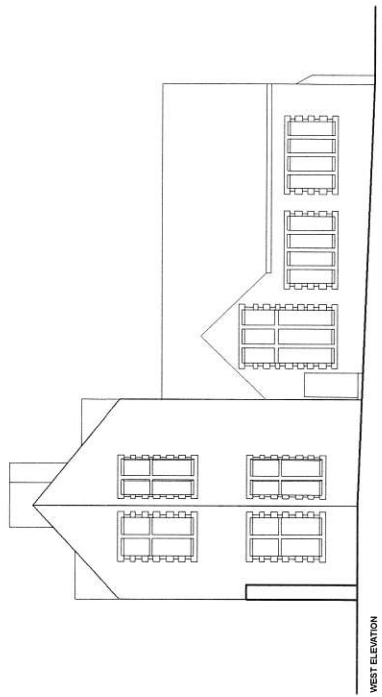
EXISTING GROUND FLOOR PLAN

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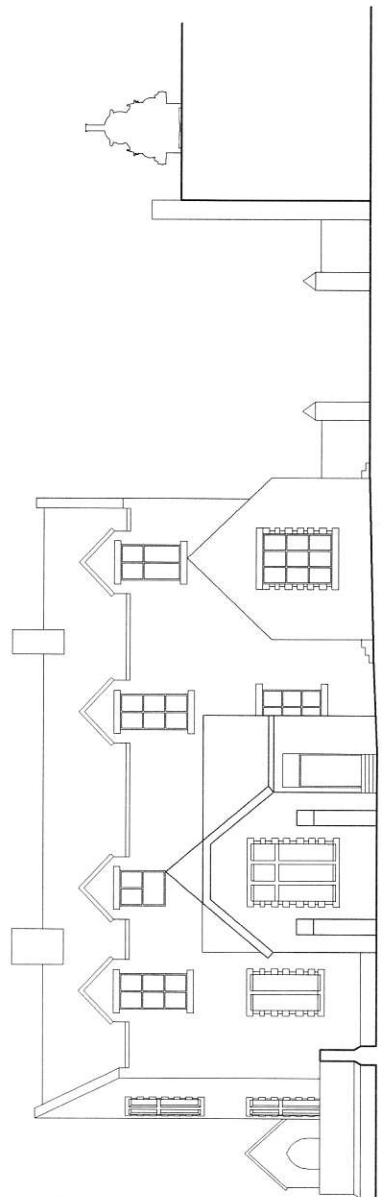
FIGURE 1001 - EXISTING ELEVATIONS  
A - INITIAL ADDITION OF LINEWEIGHTS



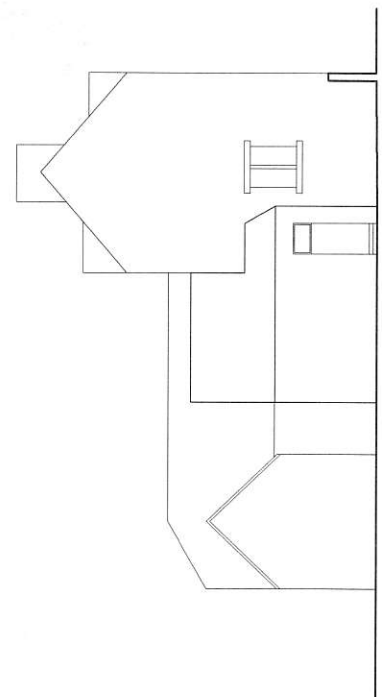
NORTH ELEVATION



WEST ELEVATION



SOUTH ELEVATION



EAST ELEVATION

EXISTING ELEVATIONS

1:100

EXISTING ELEVATIONS

2375 - ENGLISH BRIDGE WORKSHOP

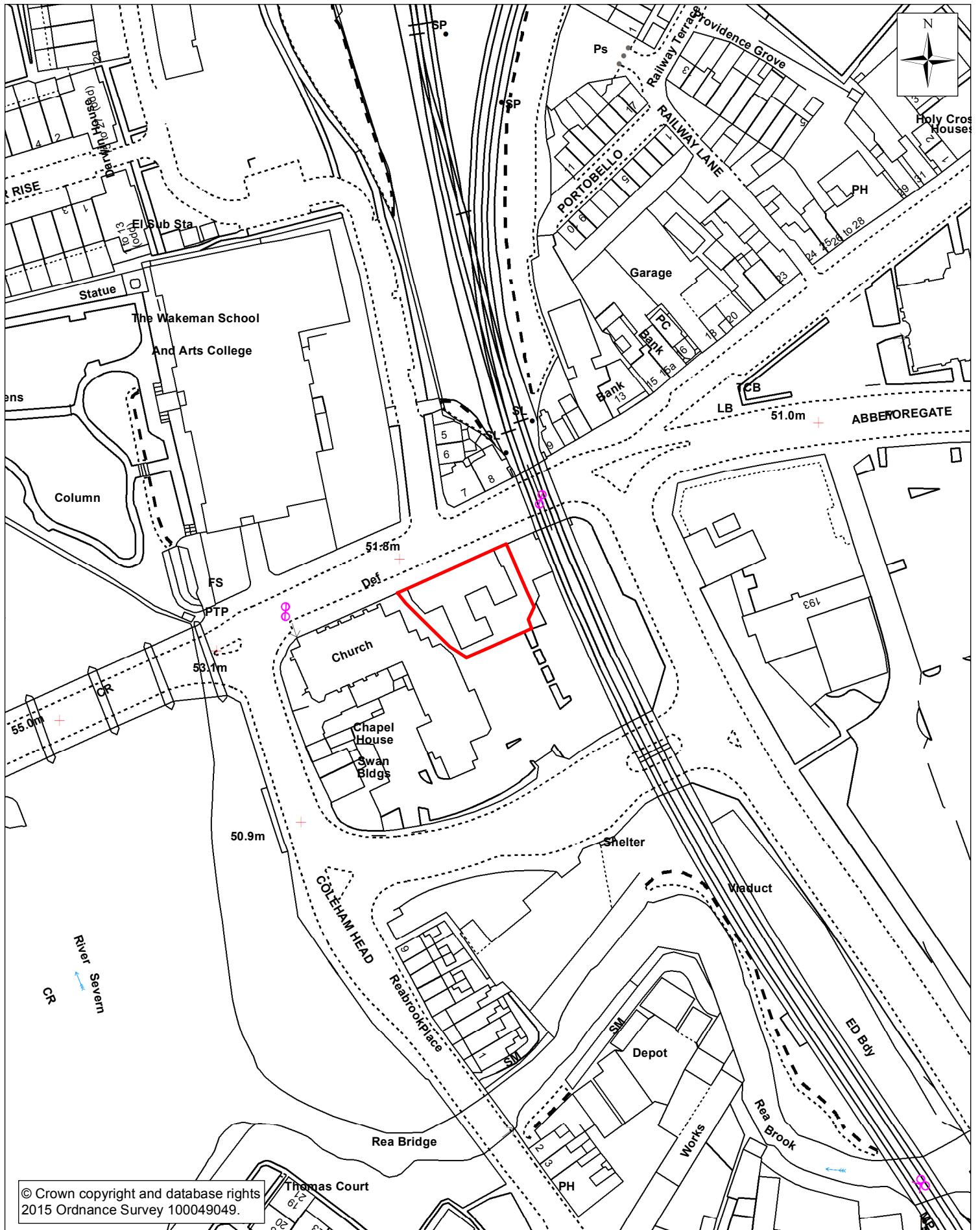
10/10/07

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2375/02A

BAART HARRIES NEWALL

ARCHITECTS  
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**Commercial Services**  
Shirehall, Abbey Foregate  
SHREWSBURY  
SY2 6ND

Title:  
English Bridge Workshops, Abbey Foregate, Shrewsbury **Page 11**

Drawing No:	
Scale:	1:1,250
Date:	May 2015
Drawn by:	Property Strategy and Review

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# COMMUNITY ASSET TRANSFER: RECOMMENDATION TO DIRECTORS

SHROPHIRE COUNCIL - Commercial Services - Strategic Asset Management

<b>Asset:</b>	<b>English Bridge Workshop, Abbey Foregate, Shrewsbury</b>
<b>Applying organisation:</b>	<b>English Bridge Workshop Ltd.</b>
<b>Proposed use:</b>	<b>Artist studios and workshop/community space</b>
<b>Proposed transfer duration:</b>	<b>125 year lease</b>
<b>Estimated annual saving to Council:</b>	<b>n/a see 3.2</b>
<b>Report author and date:</b>	<b>Leela Cottey, 15.04.16</b>
<b>Reporting to:</b>	<b>George Candler, Director of Commissioning</b>

## Panel

Chair	Steve Law	Strategic Asset Manager
Assets and Estates	Keith Parry	Senior Estates Surveyor
Service Representative	n/a	n/a
Property Commissioning	Leela Cottey	Senior Property Commissioning Officer
Community Action	Lucy Roberts	Community Action Officer - Central
Administration	Carol Mills	Property Commissioning Support Officer

## 1.0 Purpose of the Report

- 1.1 As part of the Council's core objective to strengthen our local towns and villages, the Strategic Asset Management team are working with town and parish councils, as well as the voluntary sector, to enable the transfer of suitable land and buildings to community groups and organisations. The Community Asset Transfer (CAT) policy provides a framework and guidance to assess which transfers are viable and implement their transfer.
- 1.2 The Community Asset Transfer (CAT) policy provides a framework and guidance to assess which transfers are viable and implement their transfer. The policy contributes to the Council's objectives as set out in the Asset Management Strategy Section 5: *Commission and work in partnership to empower communities. Release where appropriate through freehold transfer or leasehold transfer, properties to communities reducing revenue or maintenance burdens for non-core assets.*
- 1.3 This report summarises the assessment of the application made by English Bridge Workshop Ltd. in respect of the English Bridge Workshop. Following consideration of the report and the supporting information it is requested that the responsible officer determines whether the CAT is approved to go the appropriate formal decision making.
- 1.4 Whilst the facility is not on the Council's Community Asset Transfer list, it was determined that the appropriate route for progression was via the CAT policy.
- 1.5 This report represents an internal briefing for the Director of Commissioning in order for the transfer to be approved to move to the final decision making. Due to the potential transfer being longer than 10 years, the formal decision making will be taken to formal cabinet, subject to the approval of this report.

## 2.0 Qualifying Organisation

2.1 The panel assessed if the organisation meets the qualifying criteria as set out in the Policy:

Criteria	Panel Assessment	Related Documents
A qualifying organisation	The organisation is a company limited by guarantee, and a registered charity.	Formal Expression of Interest, Business Plan
Aims to deliver social, economic or environmental benefits	The organisation meets the requirements. The asset transfer will enable the organisation to secure funding to refurbish and upgrade the facility to increase capacity and overall quality.	Formal Expression of Interest, Business Plan
Directly benefits the people of Shropshire	The organisation meets the requirements. The studio spaces are rented by people living in Shropshire. The workshop spaces are hired out by local community groups.	Formal Expression of Interest, Business Plan
Benefits as wide a range of local people as possible within the community in which the asset is located	The organisation meets the requirements. It aims to ensure 90% studio occupancy. Artists can access the building at any time. A minimum of three exhibitions are held each year. The organisation works with Belle Vue Community Arts and is aiming to set up a partnership with University Centre Shrewsbury.	Formal Expression of Interest, Business Plan
The proposed use of the asset will not adversely impact on activities of facilities already provided in the community	The organisation has operated in the building since 1990. There would be no change to the local situation.	

## 3.0 Assessment against CAT criteria

3.1 The panel assessed the organisation's business plan against the criteria set out in the Policy:

Criteria	Panel Assessment	Related Documents
A clear community/social demand for the proposed CAT	The organisation has used the EBW since 1990. It is a well-used facility and has links with other local community organisations/branch groups inc. Belle Vue Community Arts Festival, Shropshire Art Society, Age Concern and Railway Heritage. An average of 10 groups regularly use the halls each week. 8 studios are rented out to local artists. The organisation has undertaken public consultation, the results of which demonstrate that their activities are valued by the local community.	
The capacity to manage the asset and have directors or management	The organisation has a clear management structure. A range of experiences and professions are represented on the board of trustees and Committee Advisory Body. The organisation has managed the asset since 1990, including repairs and maintenance. The organisation's business plan sets out how they will continue to fund the operation of the building.	Formal Expression of Interest, Business Plan

Good governance arrangements, robust financial systems	The organisation is managed by a board of trustees, which is made up of 6 members, and a Committee Advisory Body made up of 4 members. 6 meetings are held annually, including an AGM. The organisation has a financial management policy in place with audited accounts. The accounts are independently audited.	Formal Expression of Interest, Business Plan
The ability of the VCO to contribute towards the Council's objectives	In accordance with the Councils Asset Management Strategy Section 5: The Councils Principles and Priorities: Commission and work in partnership to empower communities. To release where appropriate through freehold transfer or leasehold transfer, properties to communities reducing revenue or maintenance burdens for non-core assets	Asset Management Strategy

3.2 The panel identified the following issues which required further discussion and resolution:

Issue	Resolution
The organisation has raised concern over the use of land underneath and adjacent to the railway arches by local taxi and takeaway firms. The use can generate mess and impacts on the security of the building – the gates are left open as it is unclear if the use is legal/permitted.	A draft agreement dated 1990 between Shropshire County Council and British Rail is held on file. Network Rail has been approached to determine if the agreement was completed. It was not and cannot be completed now without significant additional cost. Investigations are underway as to what agreements are in place and with whom. Shropshire Council is working with Network Rail to see if the area can be secured and its use controlled.
It is not possible to represent the saving to the Council as an annual saving. The EBW have undertaken and funded repairs and maintenance; Council expenditure data does therefore not exist.	A saving can be identified in that if the CAT is not progressed the Council may need to spend around £100K getting the building weathertight, with annual maintenance thereafter required to maintain a suitable condition.

**4.0 Proposed Lease Agreement**

4.1 Proposed lease agreement is as follows:

Item	Detail	Reason
Lease type/duration	125 year lease	To enable the organisation to secure funding and realise long-term plans for the building and its use.
Break Clauses	Year 10	To review if the organisation has been able to undertake key building repairs.
£ per annum	[£1]	The organisation does not run on a commercial basis. Any profit is invested back into the building and the development of arts and community activities.
Repairs, maintenance and insurance responsibilities transferred to organisation	Yes	After 5 years, when the organisation has secured funding to make the building weathertight.
Associated Service Agreement?	No	

- 4.2 Rent is proposed below market value, because the organisation does not run on a commercial basis. Any profit is invested back into the building and the development of arts and community activities. The proposed transfer complies with State Aid rules.
- 4.3 There are no special terms proposed in the lease/There are special terms proposed in this lease as follows:

Clause	Reason for inclusion
The final terms are to be agreed and concern potential contributions to short term R&M work.	Prior to the organisation securing grant funding to effect major repair and refurbishment, the Council is seeking to commit to some short term repairs to allow the organisation to continue to operate in accordance with their business plan.

## 5.0 Service Agreement

- 5.1 A Service Agreement is not required.

## 6.0 Monitoring

- 6.1 The Panel have considered the monitoring requirements of the asset transfer to ensure that the organisation meets its obligations and that the community benefit is realised. The following monitoring is recommended:

Item	Monitoring Method	Owner	Monitoring Schedule/Frequency	Output / Reporting / Recording Method
Ensure stated community benefit is being realised	Contact with organisation and local community	Community Enablement Officer	Annually	Report issued to CAT panel and Strategic Asset Manager
Check rent level is appropriate to organisation's (non)commercial standing	Review yearly financial accounts	Community Enablement Officer in consultation with Estates	Annually	Community Enablement Officer writes to panel to confirm assessment; adjustment of rent levels as required.
Ensure building is being satisfactorily maintained	Inspection by Council Building Surveyor	Strategic Asset Manager	5-yearly	Report issued to Strategic Asset Manager

## 7.0 Recommendations and Further Action

- 7.1 It is recommended that the authorising officer approves the CAT transfer as the proposal meets the requirements of the Council's CAT policy.
- 7.2 If approved it is requested that the Director of Commissioning instructs the relevant officers to undertake the monitoring as specified in section 6.