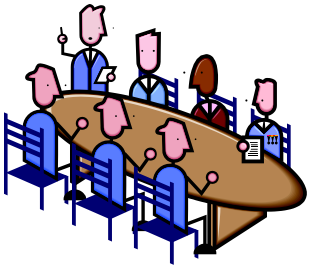
COMMUNITY ASSET TRANSFER (CAT) FLOWCHART

Please note Timescales are for Guidance only



Community Asset Identified

VCSO

An asset is declared surplus Council notifies VCSO

1 Month

VCSO submit initial expression of interest

1 Month

Notify VCSO asset is suitable for CAT

6 Weeks

STAGE 1

Formal Expression of Interest by VCSO

Desktop assessment by Council Officers

2 Months

Stage 2

Preparation and submission of a detailed Business Case by VCSO

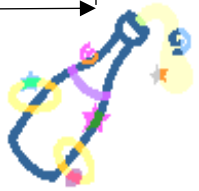
3 Months

Stage 3

Detailed evaluation of the business case against assessment criteria

2 months

Stage 4

Issue of Heads of Terms Completion

3 – 6 Months