

Our Ref: SP/GS/MR  
Your Ref: CAT004-OL  
Contact: Gary Stark  
Tel: [REDACTED]  
E-mail: [NLCCommunityOwnership@northlan.gov.uk](mailto:NLCCommunityOwnership@northlan.gov.uk)  
Date: 29 June 2023



Cumbernauld Cottage Trust



**Chief Executive's Office**

Stephen Penman  
Chief Officer  
Strategic Communication & Engagement  
Civic Centre  
Windmillhill Street  
Motherwell ML1 1AB  
[www.northlanarkshire.gov.uk](http://www.northlanarkshire.gov.uk)

Dear [REDACTED],

**Community Empowerment (Scotland) Act 2015 - Community Asset Transfer Review Acknowledgement**

I am contacting you to acknowledge receipt of Cumbernauld Cottage Trust's application for review of North Lanarkshire Council's decision to refuse the Community Asset Transfer made under section 86(2) of the Community Empowerment (Scotland) Act 2015.

This letter confirms receipt of an asset transfer review request received on 26 June 2023 in relation to the former Cumbernauld Theatre building and adjacent car park, Braehead Road, Kildrum, Cumbernauld G67 1AB. I can confirm that the review request has been made in accordance with the legislation and that all required information has been provided.

Notice of this asset transfer review request will be published online at:

[www.northlanarkshire.gov.uk/your-community/working-communities/community-asset-transfer-and-participation-requests/active-community-asset-transfer-cases](http://www.northlanarkshire.gov.uk/your-community/working-communities/community-asset-transfer-and-participation-requests/active-community-asset-transfer-cases)

and sent to interested parties who made representation at the time of the community asset transfer application. Any further representations made to North Lanarkshire Council about this review request will be copied to you, and you will have 20 working days to comment on them.

The review request will be considered by a cross party group of elected members **excluding those involved in the decision-making process for the initial submission and those elected to represent the area that the CAT application applies to.** The following applies: -

- A Chair of the Review Panel will be elected from amongst its membership.
- The Review Panel meeting and decision will be minuted and a decision recorded.
- The Panel will be supported by a senior officer who has not been involved in advising the group through the CAT process, informing the decision at an earlier stage and who does not operate specifically in the geographical area relating to the CAT.
- It is for the panel to determine whether a 'hearing' is required or if enough information has been submitted to allow the review request to be considered and a decision to be taken. In this instance a 'paper' review can take place and further information can be requested from the group or other interested parties

The Council will provide a new decision notice to you by **26 December 2023** when the review process is complete providing the reasons for the final decision of the Review Panel

Following the Council's internal review process your organisation may appeal to Scottish Ministers if:

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- a decision is not reached within the timescales outlined above.
- the decision to refuse your Asset Transfer under Part 5 of the Community Empowerment Act (Scotland) 2015 is upheld.
- the request is agreed but the decision notice specifies material terms or conditions which differ to a significant extent from those specified in the original Asset Transfer Request.

If you have any questions about the asset transfer review process, please contact the Community Partnership Team by email on: [NLCCommunityOwnership@northlan.gov.uk](mailto:NLCCommunityOwnership@northlan.gov.uk)

Yours sincerely

**Stephen Penman**  
**Chief Officer**  
**Strategic Communication and Engagement**