



SCOTTISH LAND COMMISSION
COIMISEAN FEARAINN NA H-ALBA

Example Diversification Policy

How we assess applications from the community for changes in use, management or ownership of assets managed and owned by the organisation.

Organisation management objective

This organisation manages a range of enterprises for the sustainable financial benefit of its beneficiaries while supporting local enterprises, housing and wellbeing.

We commit to assessing all proposals consistently and transparently. Ideally any proposal and response will meet the following aspirations:

- Agreed lines and modes of communication are respected. Keeping all dialogue in writing is recommended to avoid misunderstandings.
- Timescales are reasonably met.
- Decisions are clear and transparent.
- The principles of **Diversification of Ownership and Tenure** and **Community Engagement in Decisions Relating to Land** are adhered to.

In this way we hope to work with the local community to effectively and constructively identify opportunities to foster a greater diversity of land ownership, tenure and use.

Apply

- Applications should be submitted by email to **info@exampleorganisation.com**.
- Applications should state: who is the applicant; the land or buildings of interest ideally identified on a plan; the kind of management, use or control proposed, their contact information.
- Applications will be responded to within 1 month either with a decision, an update on where in the decision making process the proposal is within the organisation, or a request for more information.
- All applications will be assessed through the process set out below and against the following criteria.

Criteria

Feasibility

Can we practically enable the diversification?

Strategy

How does the decision fit with current or anticipated business conditions?

Benefits

How would a change benefit the community?

Timing

Is this the right time?

Feasibility:

- Do the proposals conflict with any of our existing plans for the land / building(s)?
- Legal/Contractual: is the asset subject to burdens, contracts or other agreements? If so, would they prevent a change in management or ownership?
- Agreed plans/Designations: are there any environmental or heritage designations to consider? Will the proposal impact the ability to manage any designated sites or features?
- Business Case: is the asset of strategic importance to our business?
- Structural: does the proposal suggest a new way of managing the land (e.g. lease, shared management, or joint venture)? If so, is there organisational capacity to manage the transition and any ongoing administrative burden of the proposal?
- Risk Management: has the applicant demonstrated that they can meet any due diligence requirements we have set out?
- Adjacent Land: will the proposal compromise our current or future use of adjacent land? If so, in what way and are there any mitigations that could be considered?

Strategy:

- Does the asset feature in any of our strategic plans such as forestry plans or development plans? Is the proposal consistent with these?
- Is the asset already being used in a way that realises its potential for contribution to the local economy and wellbeing?
- Is the proposal consistent with our strategic position on leases / joint ventures/ shared management /disposals? Can we consider any flexibility in how this is applied?
- Is there an alternative governance approach that could be considered for how we make decisions about the asset? Could the local community be involved in this?

Benefits:

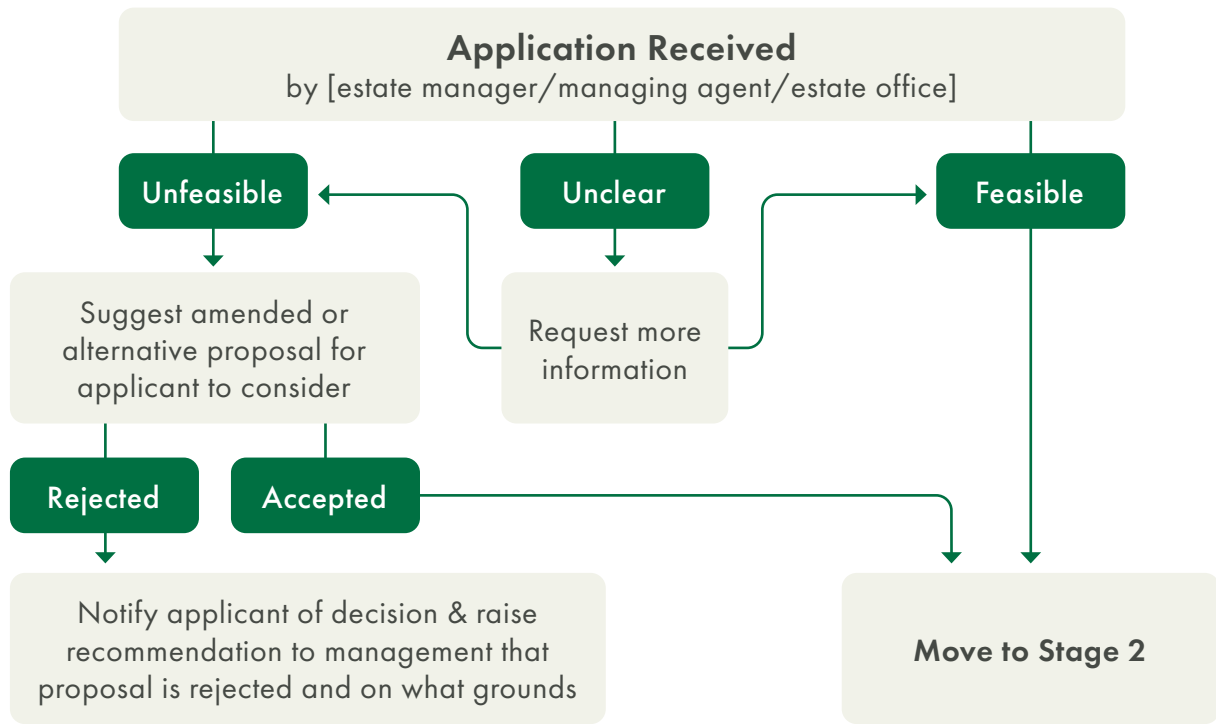
- Does the proposal enhance the current contribution of this asset to delivery of public goods and local benefit?
- If the application is made on the basis of wider community support for acquisition or lease of the asset, has support been demonstrated? Is a transfer likely to cause any division in the community?
- Would use or ownership of the asset meet a specific community or business need? Is there an alternative asset we could consider that could also meet this need?

Timing:

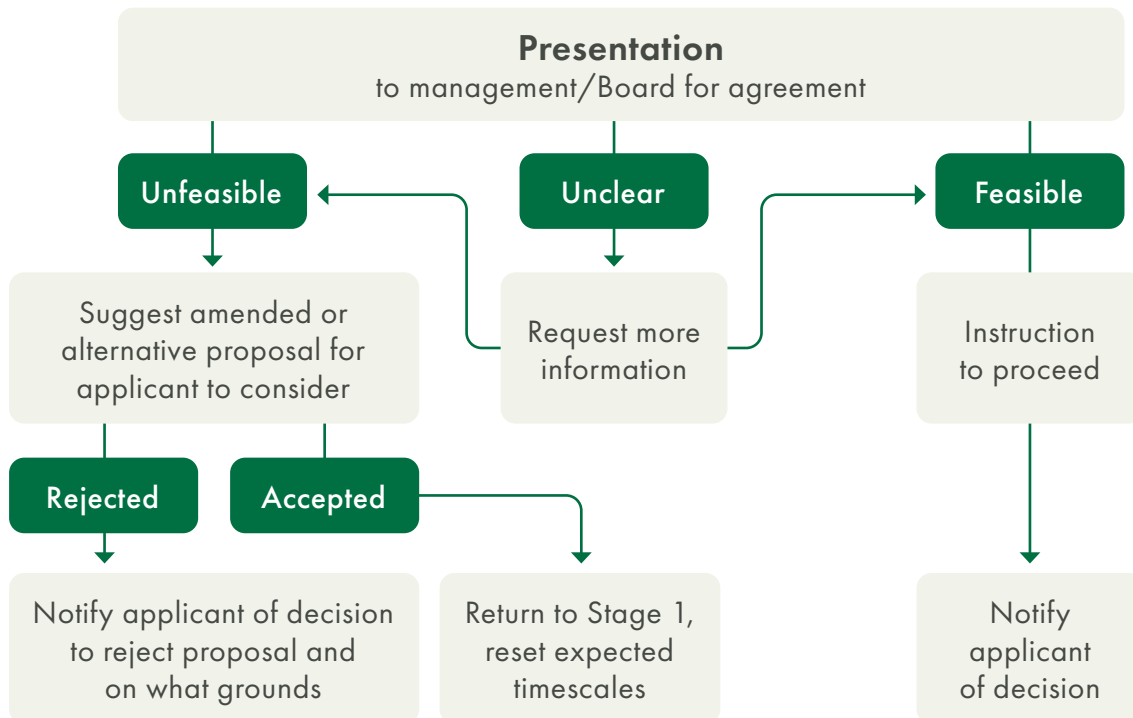
- Is the proposal time sensitive? Is there a better time that the proposal could be progressed, for example, when an existing lease comes up for renewal?

Example Process

Stage 1: High-level feasibility assessment against criteria



Stage 2: Assessment and sign off by management



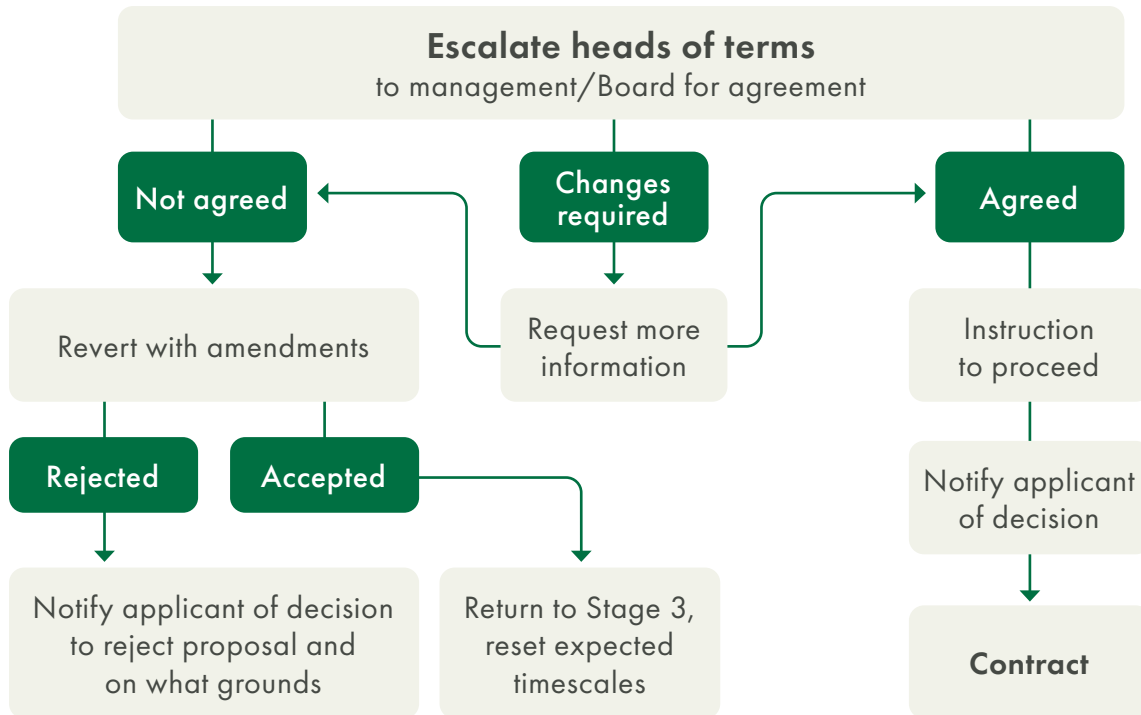
NB. provide a clear and realistic indication of expected times scales for Stage 1 & 2 given the businesses existing governance procedures. For example, the board might have to approve disposals and the board might only meet twice a year.

continued

EXPECTED TIMEFRAME

Stage 3: Agree heads of terms & undertake due diligence

Stage 4: Contracting



NB. provide a clear and realistic indication of expected times scales for Stage 4 given organisational structure & scale of proposal.

Contact us

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