#### ASSETS OF COMMUNITY VALUE

#### **PROCEDURE**

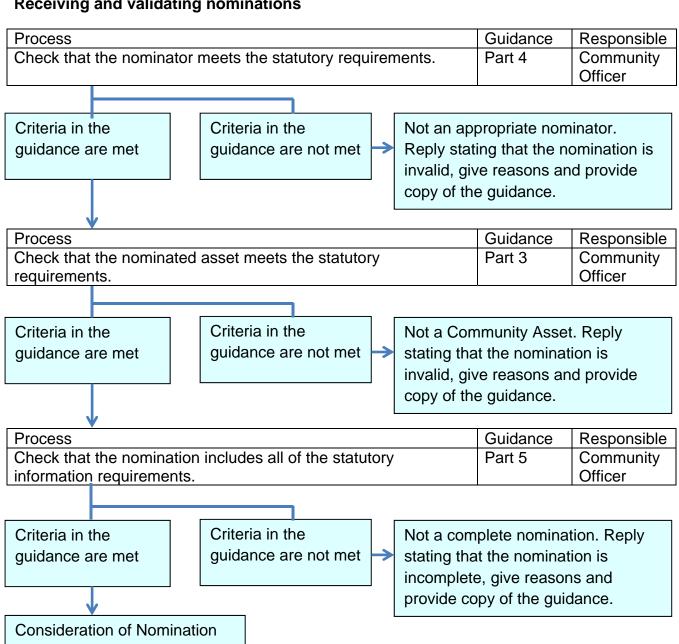
#### Introduction

This procedure is intended to set in place a consistent mechanism for application of the Assets of Community Value Regulations. In the event of any discrepancy the Guidance and Regulations shall take precedence. Any complaint regarding the administration of the procedure will be considered under the Council's standard Complaints Procedure.

#### Generally

Process	Guidance	Responsible
Maintain web site content, maintaining lists, dealing with general	Generally	Community
enquiries.		Officer

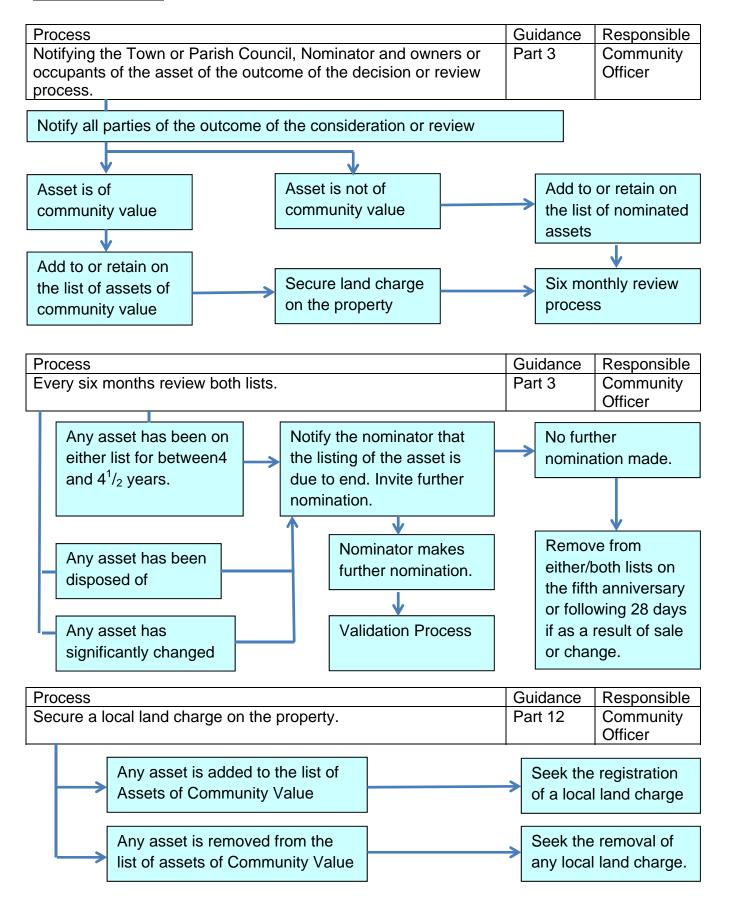
#### Receiving and validating nominations



# Consideration

Process					Guidance Responsible			
			Part 6	6	Community Officer			
<b></b>			·			,		
Notify the relevant towr	າ or parish Council, r	named own	ers or occu	pants	of the	asset giving		
non personal details of			-					
	owners and to make any representation they choose in relation to the criteria to be an							
Asset of Community Va	alue.							
Owner does not	Owner does ide	entify	Notify any					
identify any further				occupants as above. Invite owner to				
owners/occupants	owners/occupar	-		ake any representation they choose relation to the criteria to be an				
			Asset of C					
•			ASSEL OF C	ommu	TIILY V	alue.		
Owner(s) does/do	Owner(s) does/	Owner(s) does/do Notify N			Nominator of the			
not make a	make a		representa	ntation made.				
representation	representation				1			
<b>→</b>					J			
Process		Guidance						
Collate information in no	-				Officer panel (Head of Planning,			
town/parish Council and	•	·			Community Officer and Assets			
representations. Investi consider whether the no	•		Manage	:I <i>)</i>				
meets the criteria to be								
Community Value. Rep								
decision.								
		T -						
Process	annon anti-ci I I I I I I I I I I I I I I I I I I I		Guidance Respor Generally Cabine		Revie			
	Consider the officer report and determine whether the asset meets all of the		Cabinet	Cabinet		See Review process		
statutory criteria.	3 all of the							
<b>V</b>		1						
Process				Guio	dance	Responsible		
Notify the Owner(s) and Nominator of Cabinet's resolution. Publish decision on decisions list			ion.	Generally Communit Officer		Community Officer		
<b>↓</b>								
No call in or review	Owner(s) makes a request for Review Procedure							
request is made	` '	review or the decision is						
	called in							
List Management								
	1							

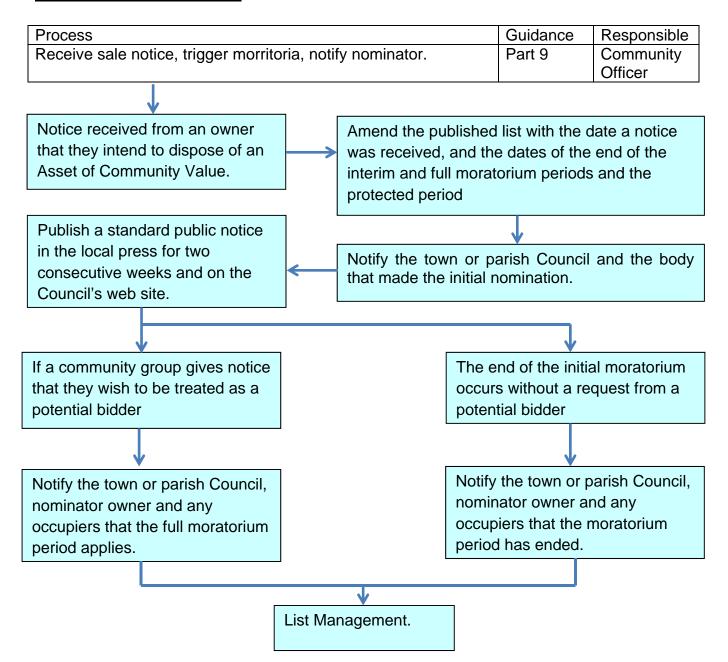
### **List Management**



## **Review of Inclusion**

5	ı	<u> </u>				
Process		Guidance	Respons			
Prepare for review a decision related to a decision on inclusion on the Assets of		Part 7		Officer panel (Head of		
Community Value list if an asset owner re-	anaete		•	g, Community Officer ets Manager)		
or if a Cabinet resolution is called in.		anu Ass	ets ivialiagei)			
or in a Capital recording to a local init	I					
Notify the town or parish Council,	'allata infa	rmation in r	oprocent	otions nomination		
		us considera	-	ations, nomination		
•	•			ŭ		
	• .			e nominated property		
				et of Community		
	•		•	adership and		
representations.	artnersnip	os Committe	e for dec	dision.		
Process	Guida		onsible	Review		
•		erally Community,		Appeal to First Tier		
whether the asset meets all of the			ership	Tribunal		
statutory criteria.		and				
		Partnerships Committee.				
<b>T</b>		001111	miloo.			
The owner and nominator will each be		The	Commit	tee will determine		
allowed a maximum of ten minutes for one whether the criteria have been						
person or representative to address the met.				ontona navo boom		
Committee.						
Committee.			T			
				<u> </u>		
Previous decision is	He	earing result	ts	Hearing results		
referred	fro	om a Call-in		from an appeal		
<u></u>		<u></u>		1		
Final decision (unless later	Dr	revious		Previous decision		
`		Previous decision is				
				is upheld or reversed		
standard call-in process. upheld reversed			16761960			
			_			
List Management Notify owners, Occupiers				ccupiers		
Procedure and Nominator						

### On Receipt of a Sale notice



## Compensation

<u>Compensation</u>						
Process		Guidance	Responsible			
Receive claim for nomina information for determination		Part 10	Community Officer in consultatio with the Assets Manager and Finance Manager			
•						
Claim for compensation of		,   <b></b>	Refer claim back to the owner			
and evidence to support t	and evidence to support the claim.		specifying required information.			formation.
•						
Prepare a formal report for consideration.	or Member					
Ţ						
Process		Guidance	Responsible		Review	
•	<u> </u>		< £50,000		See Review process	
whether the asset meets statutory criteria.	all of the		Regeneration		on	
Statutory Criteria.			investment			
			and asset	t		
			Managem	nent		
			Portfolio Holder			
			>£50,000			
			Cabinet			
Process				Guid	dance	Responsible
Notify the Owner(s) of Po Publish decision on decis		abinet's reso	lution.	Ger	erally	Community Officer
1 abilisti accision on accis	10113 1131					Officer
<b>V</b>	<u> </u>					
No call in or review	Owner(s) make	· · · · · · · · · · · · · · · · · · ·				n Review
request is made	review or the de	ecision is	F	Proce	dure	
<b>V</b>	called III					
Notify the Owner and						
Authorise payment by						
Finance Manager.						

#### **Review of Compensation**

