**Assets of Community Value – Listing Process**

The process that should be followed by a Group wishing to register an asset as being of community value in Doncaster is as follows:-

The group would need to provide to Gillian Fairbrother, the Council’s Assets Manager – Project Co-ordinator, the following:-

1. A description of the nominated land/asset including its proposed boundaries. These boundaries do not have to be the same as ownership boundaries, for instance as shown on the Land Registry plan if the land is registered; nor is it necessary for all parts of the nominated site to be in the same ownership. A plan of the land would be ideal to have. If the group do not have a plan available, the following links will be of use as plans can be obtained via these sources [www.ordnancesurvey.co.uk](http://www.ordnancesurvey.co.uk/) and/or [www.planningportal.gov.uk](http://www.planningportal.gov.uk/).
2. Any information the nominator has about the freeholders, leaseholders and current occupants of the site.

1. The reasons for nominating the asset, explaining why the nominator believes the asset meets the definition in the Act (see information immediately beneath).
* A building or other land in a local authority’s area is land of community value if in the opinion of the authority —
	1. an actual current use of the building or other land that is not an ancillary use furthers the social wellbeing or social interests of the local community, and;

(b ) it is realistic to think that there can continue to be non-ancillary use of the building or other land which will further (whether or not in the same way) the social wellbeing or social interests of the local community.

(Section 88(1) Localism Act 2011)

Section 88(2) of the Act extends this definition to land which has furthered the social wellbeing or social interests of the local community in the recent past, and which it is realistic to consider will do so again during the next five years.

1. The nominator’s eligibility to make the nomination (again see information immediately beneath)

The voluntary or community bodies which may make community nominations are:

* Parish Councils

This may be for an asset in its own area, or in the neighbouring parish council.

* Neighbouring Parish Councils

If the parish council borders an unparished area, then they may nominate an asset within that neighbouring local authority.

* Unincorporated groups

Nominations can be accepted from any unincorporated group with membership of at least 21 local people who appear on the electoral roll within the local authority, or a neighbouring local authority. This will for instance enable nomination by a local group formed to try to save an asset, but which has not yet reached the stage of acquiring a formal charitable or corporate structure.

* Neighbourhood forums

The procedure for becoming a neighbourhood forum is set out in section 61F of the Town and Country Planning Act 1990, added by the Localism Act 2011. There can only be one neighbourhood forum for an area. Existing community groups, civic societies and others can put themselves forward to be a ‘neighbourhood forum’. Prospective neighbourhood forums need to ensure they meet the conditions for designation set out in the legislation, for example a forum should have an open membership policy and seek to drawn its membership from across the neighbourhood area and from different sections of the local community.

* Community interest groups with a local connection

These must have one or more of the following structures:

a) A charity

b) A community interest company

c) A company limited by guarantee that is non-profit distributing

d) An industrial and provident society that is non- profit distributing (these groups will be renamed as community benefit societies by the Co-operative and Community Benefit Societies and Credit Unions Act 2010 when it comes into force)

The attached link provides a ‘user friendly’ guide to the Community Right to bid and the nomination process should you wish to seek further information.

<http://mycommunityrights.org.uk/community-right-to-bid/how-does-it-work/>

The Council’s Assets Board makes the decisions on the listing of Assets. This Board meets on a six weekly basis