

**Assets of Community Value**

**Nomination Form**

**Nomination of an Asset**

You will be required to include in your nomination form information which explains and supports the reason why you consider the building/land is of community value. The reason why you consider the property/land is of value must comply with the regulations for ‘use of asset’, status and ‘eligibility of your organisation to nominate’ and you will have to demonstrate your organisation has a ‘local connection’.

Successful nominations will result in the asset being included in the published Successful Assets of Community Value Register (the List); the asset will be removed from the list after 5 years.

Use of asset

Localism Act Section 88 (1) – confirmation the asset is currently being used for and furthers the social wellbeing or social interest of the local community, and it is realistic to think it can continue to do so OR

Localism Act Section 88 (2) – confirmation there is a time in the recent past when an actual use of the asset furthered the social wellbeing or interests of the local community, and it is realistic to think that there is a time in the next five years it can do so again.

Eligibility of the organisation to nominate – Regulation 5

Localism Act Section 89 and The Assets of Community Value (England) Regulations 2012 list the types of organisations and groups considered eligible to nominate. To guidance includes the following organisational groups:

* Parish Council
* Neighbourhood Forum
* An Unincorporated body
* A Registered Charity
* A Company Limited by Guarantee
* A Community Benefit Society (former Industrial and Provident Society)
* A Community Interest Company
* Other – Please provide details

Local Connection – Regulation 4

A body other than a parish council must have a local connect within the definition of The Assets of Community Value (England) Regulations 2012 (4)

Guidance

Please read the information on the council’s website for further information.

Submit your completed form

By email to [RightToBid@walsall.gov.uk](mailto:RightToBid@walsall.gov.uk)

Or post it to:

Jay Patel

Walsall Council

Assets of Community Value

Civic Centre

Darwall Street

Walsall

WS1 1TP

If you have any queries, please email: [RightToBid@walsall.gov.uk](mailto:RightToBid@walsall.gov.uk)

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| **PART A: ABOUT YOU** |

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| Title |  |
| First Name |  |
| Surname |  |
| Address |  |
| Postcode |  |
| Telephone number |  |
| E-mail address |  |
| Your relationship to the organisation |  |

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| **PART B: ABOUT YOUR ORGANISATION** |

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| **Please provide details to help clarify your eligibility as an organisation to nominate the asset.**  **Please attach evidence of your organisation’s status such as Articles of Association, Constitution or other where applicable.**  **If your organisation is an un-constituted community group, please complete the ‘Unincorporated Body Members Details’ at the end of this form with a list of names, home addresses and signatures of a minimum of 21 eligible members registered to vote in Walsall borough or neighbouring local authority area.** |

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| Organisation name |  |
| Organisation address |  |
| Organisation postcode |  |
| Organisation type  ***Note 1*** *– For unincorporated bodies you will need to complete the ‘Unincorporated Body Member Details’ at the end of this document with the names, addresses and signatures of a minimum of 21 people who are eligible under the Localism Act to apply for nomination. Eligible people are those listed on the electoral roll for Walsall Council or a neighbouring local authority.*  **Note 2** *– For these types of organisations you are required to include a registration number* | Select one of the following choices   |  |  | | --- | --- | |  | Parish Council | |  | Neighbourhood Forum | |  | An Unincorporated body **(note 1)** | |  | A Registered Charity **(note 2)** | |  | A Company Limited by Guarantee **(note 2)** | |  | A Community Benefit Society (former Industrial and Provident Society) **(note 2)** | |  | A Community Interest Company **(note 2)** | |  | Other – Please provide details | |
| Registration Number/reference  (where applicable) |  |
| Please send us a copy of the relevant type of document for your organisation, and put a cross in the next column to indicate which one this is | |  |  | | --- | --- | |  | Memorandum and Articles of Association (for a company) | |  | Trust Deed (for a trust) | |  | Constitution and/or rules (for other organisations) | |

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| **Local connection**  *Please describe the organisation’s local connection to Walsall or a neighbouring local authority.* |  |
| **Distribution of surplus funds** (certain types of organisation only)  If your organisation is an Unincorporated Body, a Company Limited by Guarantee, or a Community Benefit Society, its rules must specify that surplus funds are not distributed to members, but are applied wholly or partly for the benefit of the local area (i.e. within the administrative area of Walsall). | Please confirm what your company/group does with any surplus funds below. |

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| **PART C: ABOUT THE ASSET** |

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| **Please provide information which helps to clarify the exact location and extent of the asset being nominated.**  **This could include:**   * **Where the land is registered, the Land Registry Title Information document and map with boundaries clearly marked in red. Provision of Land Registry information is not essential but it may help us to reach a decision on the nomination more quickly.** * **A written description with ordinance survey location and explaining where the boundaries lie. The approximate size and location of any building/s on the land and details of any roads bordering the site.**   ***If the boundary is not clearly defined you may be required to submit further evidence prior to your nomination application being accepted.*** |

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| **Name of asset** |  |
| **Address or location of the asset** |  |
| **Description of the asset and its boundaries**  *(you may attach photos and/or a plan or google map as supporting evidence)* |  |

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| **PART D : ABOUT THE OWNER / OWNERS OF THE ASSET** |

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| ***All owners who have an interest in the asset will be sent information provided in Part D.***  **Please provide information which helps to clarify the current ownership of the asset. It will be helpful to include details of both freehold owners and leasehold owners.**  **If there are also regular licence occupiers using the asset please also provide details of their names, addresses and use.** |

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| **Name of the current occupants (if known)** |  |
| **Freehold owner**  *include name and address details* |  |
| **Leasehold owner(s)**  *Include name and address and details.*  *If the asset is let on a lease and / or licence please include full details of all interested parties who occupy the asset (or any part thereof).* |  |
| **Licence occupier(s) using the asset**  *Include name and address details.*  *If the asset is let on a lease and / or licence please include full details of all interested parties who occupy the asset (or any part thereof).* |  |

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| **PART E : ABOUT THE USE OF THE ASSET** |

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| ***Any information entered in Part E may be copied and passed onto the owner(s) of the asset you are nominating; the rest of your nomination will not be shared with the owner.***  **Please provide information which helps to clarify the use. The definition limits assets that may be listed to those that enhance the social wellbeing and social interests of the community, because in its absence the local community would be deprived of land or a building that is essential to the special character of the local community.**  **The realistic prospect of the continued or future use of the asset, and in particular the commercial viability of the proposal (including the ability to raise funds) and the sustainability of that use.**  **Current use basis**  **If the reason for nomination is based on current use please provide details and evidence that:**   1. **The asset is currently being used for the social wellbeing and social interests of the community.** 2. **It is realistic to think that there will continue to be a use of that furthers the social wellbeing and social interests of the community.**   **Recent past basis**  **If the reason for listing is based on recent past use please provide details and evidence that:**   1. **The asset has recently been used for the social wellbeing and social interests of the community, when it was so used and the date the use ceased.** 2. **It is realistic to think that there will be community use within the next five years that furthers the social wellbeing and social interests of the community.**   **In either case, the future use does not have to be exactly the same as present or past use.** |

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| **Reasons for nomination: why do you believe the asset is of community value?**  *(you may attach documents as supporting evidence)* |  |
| **Please confirm basis for social interest / wellbeing test** | |  |  | | --- | --- | |  | Current use and continuing use | |  | Recent past and potential future use in next five years  *Please select one of the above* | |
| **Current use of the asset**  **See Section 88 of the Act** |  |
| **Recent Use**  **If current use is not being used as the reason(s) for nomination please provide details and evidence of how it is being used** |  |

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| **Future Use** |  |

**Declaration**

To the best of my knowledge, the information in this form and all other information given in support of this application is correct. I confirm that I understand the purpose of this form and the reasons for the collection of the information. I understand that any information entered on this form or provided with it, except personal information, may be shared with relevant parties and that I agree to the data being used as stated.

If any information changes I will inform the Council’s Voluntary and Community Sector Investment Manager.

By signing this form you are agreeing that you have read and agree with the above declaration.

Signed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of nomination: ..........................

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| For Walsall Council use only  Date received and accepted by Walsall Council  ........................................................................................  Reference number.......................................................... |
| List of documents received from nominating organisation |

**Assets of Community Value (Community Right to Bid) - Unincorporated Body Member Details Form**

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| ***Nominations to list assets of community value can be accepted from any group of at least 21 local people who appear on the electoral roll within the Walsall Council area, or a neighbouring local authority.*** |

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| By providing your details on this form, you are confirming that you support the nomination to list the following as an asset of community value: | |
| **Name of asset** |  |
| **Address of asset** |  |

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| **No.** | **Name**  **(please print clearly)** | **Your full address (including postcode)\***  **\*each nominator should have a different address** | **Are you registered to vote within the local authority?**  **Yes/No** | **Signature** |
| 1. |  |  |  |  |
| 2. |  |  |  |  |

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| **No.** | **Name**  **(please print clearly)** | **Your full address (including postcode)\***  **\*each nominator should have a different address** | **Are you registered to vote within the local authority?**  **Yes/No** | **Signature** |
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| **No.** | **Name**  **(please print clearly)** | **Your full address (including postcode)\***  **\*each nominator should have a different address** | **Are you registered to vote within the local authority?**  **Yes/No** | **Signature** |
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| **No.** | **Name**  **(please print clearly)** | **Your full address (including postcode)\***  **\*each nominator should have a different address** | **Are you registered to vote within the local authority?**  **Yes/No** | **Signature** |
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| **No.** | **Name**  **(please print clearly)** | **Your full address (including postcode)\***  **\*each nominator should have a different address** | **Are you registered to vote within the local authority?**  **Yes/No** | **Signature** |
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| **No.** | **Name**  **(please print clearly)** | **Your full address (including postcode)\***  **\*each nominator should have a different address** | **Are you registered to vote within the local authority?**  **Yes/No** | **Signature** |
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| **No.** | **Name**  **(please print clearly)** | **Your full address (including postcode)\***  **\*each nominator should have a different address** | **Are you registered to vote within the local authority?**  **Yes/No** | **Signature** |
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| **No.** | **Name**  **(please print clearly)** | **Your full address (including postcode)\***  **\*each nominator should have a different address** | **Are you registered to vote within the local authority?**  **Yes/No** | **Signature** |
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| **No.** | **Name**  **(please print clearly)** | **Your full address (including postcode)\***  **\*each nominator should have a different address** | **Are you registered to vote within the local authority?**  **Yes/No** | **Signature** |
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| **No.** | **Name**  **(please print clearly)** | **Your full address (including postcode)\***  **\*each nominator should have a different address** | **Are you registered to vote within the local authority?**  **Yes/No** | **Signature** |
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| **No.** | **Name**  **(please print clearly)** | **Your full address (including postcode)\***  **\*each nominator should have a different address** | **Are you registered to vote within the local authority?**  **Yes/No** | **Signature** |
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| **No.** | **Name**  **(please print clearly)** | **Your full address (including postcode)\***  **\*each nominator should have a different address** | **Are you registered to vote within the local authority?**  **Yes/No** | **Signature** |
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| **No.** | **Name**  **(please print clearly)** | **Your full address (including postcode)\***  **\*each nominator should have a different address** | **Are you registered to vote within the local authority?**  **Yes/No** | **Signature** |
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