

COMMUNITY RIGHT TO BID

**NOMINATION FORM**

The purpose of Community Right to Bid legislation is to give communities a right to identify a parcel of land or a building that is believed to be of value to their social interests or social wellbeing and give them a fair chance to make a bid to buy in the open market if the owner decides to sell. If your community group wish to nominate a building or parcel of land you should complete the following form.

NB it is suggested that the attached ***Notes on Completing the Nomination Form*** are read before attempting to complete the form.

Please complete **ALL** sections

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| **Section 1 - About the property to be nominated** | |
| Name of Property |  |
| Address of Property  (including post code) |  |
| Property owners name |  |
| Property owners address (including post code) |  |
| Name of current occupier  (if applicable) |  |

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| **Section 2 - About your Community Organisation** | | | |
| Name of Organisation |  | | |
| First name of person signing  this form |  | Surname |  |
| Position in Organisation |  | | |
| Address  (including post code) |  | | |
| Email address |  | | |
| Telephone Number |  | Mobile |  |

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| **Section 3 - Organisation Type (please tick [** **✓ ] appropriate box)** | | | |
| Community Interest Group | Registered Charity | | |
| Neighbourhood Forum | Voluntary Organisation | | |
| Industrial & Provident Society | Parish Council | | |
| Company Limited by Guarantee | Unincorporated Community Group | | |
| If you are a registered charity, please provide your charity  number | |  | |
| Please confirm how many members you have in your Group  (NB this is particularly important for unincorporated Community Groups) | | |  |

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| **Section 4 - Supporting information for nomination**  (NB the information entered in this section may be copied and sent to the owner of the nominated property) |
| *Please provide as much information as possible as to why you feel the nominated property is an asset of community value (if there is insufficient space, please provide supporting information separately)* |

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| **Section 5 - Boundary of Property** |
| *Please provide a plan of what you consider to be the boundaries of the land and/or property*  *(for ease, this should be provided separately and included with the completed Nomination Form)* |

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| **Section 6 - Future Use** |
| *If you were successful in securing this property, for what purpose would your organisation use the land and/or building – please provide as much information as possible.* |
| Are there any similar alternative facilities in the area, or do you know of any proposals to move the existing facilities to alternative premises?  Yes No (Tick [ ✓ ] one box)  If yes, please provide details |

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| **Section 7 - Attachment Checklist [✓ ]** |
| Copy of group constitution (if you are a constituted group) |
| Name and address of 21 members registered to vote in nominations area (if group is not  constituted) |
| Site boundary plan |

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| **Section 8 - Declaration** | | | |
| I confirm that I have authority to submit this nomination on behalf of the relevant body and that to the  best of my knowledge the information contained in the application is complete and accurate | | | |
| Signature |  | | |
| Position |  | Date |  |

**Please return completed nomination form and all supporting documentation to:**

Director – Regeneration and Growth, Sandwell Council House, Oldbury, B69 3DE

Or email it to:

[property\_services@sandwell.gov.uk](mailto:property_services@sandwell.gov.uk)



**Community Right to Bid for Assets of Community Value**

# Notes on Completing the Nomination Form

Please read these notes carefully before completing the Nomination Form

All community nominations for land and/or premises to be included on the List of Assets of Community Value must be made using the nomination form and must satisfy the requirements of the Localism Act 2011 and the Assets of Community Value (England) Regulations 2012.

# Definition of an Asset of Community Value

A building or land is of community value if, in the opinion of the Council:-

The building/land’s actual main use furthers the social interests or wellbeing of the local community and it is reasonable to assume that there can continue to be a main use which will further the social interests or social wellbeing of the local community (although not necessarily in the same way as before).

or

In the recent past, the main use of the building or land furthered the social wellbeing of the local community and it is reasonable to assume that within five years the building or land could be brought back into a use that would further the social interests or social wellbeing of the local community (although not necessarily in the same way as before).

NB in this context social interests include cultural, recreational, and sporting interests.

# About your Voluntary or Community Group

Information about your voluntary or community group is required because the Council needs evidence to show that you are eligible to make a nomination in order to satisfy the Regulations.

It is essential for you to show a local connection to the borough of Sandwell.

It is also essential for you to state the type of organisation you belong to as only those voluntary and community bodies shown on the form are eligible to make a nomination. Nominations cannot be accepted from anyone else, whether a person or a body.

The definitions of a voluntary or community group, for the purposes of making a nomination, are:

*Neighbourhood Forum* - a body designated as such pursuant to Section 61F of the Town and Country Planning Act 1990 (as established by the Localism Act 2011).

*Unincorporated Body* – a body which must have at least 21 members and does not distribute any surplus it makes to its members.

*Company Limited by Guarantee* - a company that does not distribute any surplus it makes to its members.

*Charity* - a charitable organisation.

*Industrial and Provident Society* - a body registered or deemed to be registered under the Industrial and Provident Societies Act 1965 which meets one of the conditions in Section 1 of that Act. It must be one that does not distribute any surplus it makes to its members.

*Community Interest Company Group* – a company which satisfies the requirements of Part 2 of the Companies (Audit Investigations and Community Enterprise) Act 2004.

# Information to Support the Nomination

Please note that information provided may be copied and passed to the owner(s) of the building or land concerned.

# Declaration

The form must be signed by the person named in Section 1.

# Further Information

Further information on the Community Right to Bid scheme is available on the [MyCommunity](https://mycommunity.org.uk/understanding-the-community-right-to-bid) website.