

Nominate an asset of community value

Eligibility

Types of organisation which are eligible to make a nomination

To be eligible, your organisation must have a local connection (for example, the activities are wholly or partly concerned with Richmond upon Thames or a neighbouring borough) and can be described as any of the following:

- A neighbourhood forum (as defined in Town and Country Planning Act 1990 s61F)
- A neighbouring parish council
- An unincorporated group with membership of at least 21 local people who appear on the electoral roll within their local or a neighbouring local authority
- A charity
- A company limited by guarantee (which does not distribute any surplus made to their members)
- An industrial and provident society (which does not distribute any surplus made to their members)
- A community interest company

I confirm my organisation is one of the eligible types listed *

I confirm my organisation has a local connection *

Organisation

Name of organisation: *

What type of organisation do you represent? *

- a) Neighbourhood forum (as defined in Town and Country Planning Act 1990 s61F)
- b) Neighbouring parish council
- c) Unincorporated group with membership of at least 21 local people who appear on the electoral roll within their local or a neighbouring local authority
- d) Charity
- e) Company limited by guarantee (which does not distribute any surplus made to their members)
- f) Industrial and provident society (which does not distribute any surplus made to their members)
- g) Community interest company

If d) – Please provide charity or company registration number:

Describe your organisation's local connection: *

Main contact for nomination *

- Title:
- First name:
- Last name:
- Email:
- Address:

Are you within the borough of Richmond? *

Yes/No

The name of your organisation will be included on the List of Assets of Community Value (if your nomination is successful) or the List of Unsuccessful Nominations (if your nomination is unsuccessful). These lists will be publicly available, both on the Council's website and in printed form if requested.

If c) – Unincorporated group members *

Please provide details for at least **twenty-one** members of your group who appear on the Electoral Roll, either in the London Borough of Richmond upon Thames, or a neighbouring borough.

Details to include for each member:

- Member number (i.e 1 to 21):
- Title:
- First name:
- Last name:
- Postcode:
- Street address and number:
- Is this address within the Richmond borough?

Asset details

Please add details about the asset being nominated and be as specific as possible. An asset can be either a building or land, either publicly or privately owned.

There are some types of assets which are not allowed to be added to the List of Assets of Community Value. Please make sure you have read about what types of assets are excluded before continuing with your application.

In most cases we will send someone to visit the asset you have nominated as part of the evaluation process. Your organisation may be required to provide details of the exact area you have nominated on a site plan provided by us.

Name of asset: *

Address of asset: *

If you do not know the full address, please describe the asset and location:

What is the asset used for? *

For example, is it used as a sports facility or youth centre?

If the nomination relates to part of an asset, please provide details of the proposed boundaries:

Owner/occupant

Freeholder details (if known)

Please provide as much information as you can about who owns and/or who is currently occupying the asset being nominated.

Name of freeholder:

Freeholder address

- **Postcode:**
- **Street name and number:**
- **Telephone:**
- **Any other details:**

Is the freeholder the current occupant of the nominated asset?

Yes/No

First leaseholder details (if known)

Name of leaseholder:

First leaseholder address

- **Postcode:**
- **Street name and number:**

Telephone:

What was the length of the leasehold?

Any other details:

Is the leaseholder the current occupant of this asset?

Yes/No

Second leaseholder details (if known)

Name of leaseholder:

Second leaseholder address

- **Postcode:**
- **Street name and number:**

Telephone:

What was the length of the leasehold?

Is the second leaseholder the current occupant of this asset?

Yes/No

Is the asset currently empty? *

Yes/No

If **No**, please provide details of the current occupier below.

Current occupier details

Name of leaseholder:

Current occupier address

- **Postcode:**
- **Street name and number:**

Telephone:

Length of the leasehold:

Any other details:

Community value

In this section describe why your organisation wants this asset to be added to the List of Assets of Community Value.

In the Localism Act 2011 it specifies that an eligible community nomination should be accepted if the asset:

- is in the local authority's area
- is not excluded from being listed and
- has 'community value'.

It is the responsibility of your organisation to provide sufficient evidence to convince the Council that this asset:

- furthers the social interests and social wellbeing of the local community and that this is its principle use.
- can realistically further the social wellbeing or social interests of the local community in the future.

Does your nomination refer to the current use of this asset or its use in the recent past? *

We generally define the 'recent past' as 'within the past 3 years', although we will consider other time periods where appropriate

- Current use of the asset, or
- A use in the recent past

Please give details of the current or recent uses of the asset you are nominating *

How does the current or past use of this asset further the social wellbeing and/or the social interests of the local community? *

Check all that apply

- It provides opportunities for networking and connections (brings members of the local community together)
- It provides opportunities for physical, leisure or health activities
- It provides opportunities for continuous learning and self-improvement (e.g. through education, training courses, access to information, etc.)
- It provides opportunities for local volunteering, sharing and donating
- It serves to improve and/or protect the well-being of children, young people, people with disabilities, or older persons in the community
- It provides an opportunity for members of the community to keep in touch and communicate with relatives, friends and neighbours
- It promotes the health and wellbeing of local residents

- It is the last remaining asset of its type in the borough (all others have gone) and is important for the local community to keep it in use as its sale to a non-community use would represent a significant loss to the community
- It provides access to books, music, film, art or theatrical performances for the local community
- It allows residents with a certain faith or cultural background to put that faith or culture into practice
- It makes leisure and entertainment activities accessible to the local community (e.g. dancing, theatre, art, cooking courses, crafting, gardening, and other sources of entertainment)
- It is frequently used for community social and recreational events
- It is a place that the local community frequently uses for entertainment and recreation purposes
- It provides an area for outdoor leisure activities, not necessarily sports-related (e.g. picnics, walking trails, playgrounds and splashparks for children, etc.)
- It provides sports facilities for the local community to use
- It serves as a hub for different sporting clubs and sports teams in the community
- Other

If **Other**, please explain:

Explain why your organisation considers this asset meets the definition of an 'asset of community value': *

For assets used by the community recently, is there a use for this asset which furthers the social wellbeing or social interests of the local community within the next 5 years? *

Please provide evidence to support your answer above *

Think about the range of factors, like planning and zoning constraints, economic viability, physical factors, potential grants and funding opportunities, existing and projected levels of interest, needs assessments, legal constraints when answering

Please attach any supporting evidence to your application

After submitting your application, your application will be considered, and you will be advised as to whether or not your nomination has been successful within 8 weeks of the date it is received. We may contact you in the meantime for further information.

If you have any queries, visit https://www.richmond.gov.uk/community_right_to_bid