

Community Right to Bid Nomination Guidance

This guidance will assist you with completing the nomination form for registering an asset of community value.

If you require further information/guidance please do not hesitate to telephone :
024 7683 1109

Current occupier

The current occupier may not be the same as the property owner. It is important that we advise all affected parties should the property be listed so any details of owner, occupier, tenant etc. are very useful

Number of members

This is very important as at least 21 members are required for unconstituted groups

Organisation type

It is important you state which organisation type you are as only those shown here are currently eligible to nominate. Unfortunately any nomination received from any other body will not be accepted

Contacting Nominators

Our preferred method of contact is via email to quickly and effectively deal with nominations and queries however, postal nominations will be accepted.

If you cannot provide an email address we must have at least one contact telephone number so we can contact you in the event of queries

Contact details

The contact name should be the same as the person signing the declaration overleaf. Ideally, this will be a member of the management team (chairperson, secretary or treasurer) of the group

Coventry City Council

COMMUNITY RIGHT TO BID
NOMINATION FORM

If you need assistance completing this form please refer to the guidance document or alternatively telephone [redacted]

Section 1 About the property to be nominated

Name of property
Address of property
Postcode
Property owner's name
Telephone
Postcode
Current occupier's name

Section 2 About your community organisation

Name of organisation
Title
Surname
Position in organisation
Email address
Address
Postcode
Telephone
Mobile

Organisation type Parish Council Unincorporated Community Group
 Neighbourhood Forum Community Interest Company
 Industrial & Provident Society Company Limited by Guarantee
 Charity

How many members do you have (this is particularly important for unincorporated community groups?)
Number of members

Please send your completed form to [redacted] or by post to
Community Right to Bid (c/o Conservation & Archaeology), Coventry City Council,
PO Box 15, Council House, Coventry, CV1 5RR

What is an Asset of Community Value?

A building or other land in a local authority's area is an asset of community value if in the opinion of the Council

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;
2. 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.

What does social interest and social wellbeing mean?

Social interests include
(a) cultural interests;
(b) recreational interests;
(c) sporting interests.
Wellbeing are things that people value in their life that contributes to them reaching their potential (economic, social or environmental).

Supporting information for nomination

In here you need to put why you feel the property currently boosts the social interest and social wellbeing of the local community or if it had in the past why it is realistic to think that it could in the future.

Section 3 Supporting information for nomination
Any information entered in this section only may be copied and passed onto the owner of the property you are nominating.

Why do you feel the property is an asset of community value? Please give as much information as possible

Why do you feel the property is an asset of community value?

Section 4 Boundary of property
What do you consider to be the boundary of the property? Please give as much detail/be descriptive as possible (if possible, please include a plan).

What do you consider to be the boundary of the property?

Section 5 Attachment checklist

- Copy of group constitution (if you are a constituted group)
- Name and home addresses of 21 members registered to vote in nomination area (if group is not constituted)
- Site boundary plan (if possible)

Section 6 Declaration
I can confirm that to the best of my knowledge the information contained in this nomination form is complete and accurate.

Signed: Sign _____ Date: _____

Boundary of the property

We need to know the extent of the property you are nominating; this may include the car park area as an example. However, it should be noted that any area which is in the ownership of a statutory undertaker (i.e. electricity substation) cannot be listed.

Attachments

We need to have the copies of the documents listed in section 5 if they apply. Please identify what you have attached by clicking in the boxes.