

ASSETS OF COMMUNITY VALUE NOMINATION FORM

Please read the Guidance Notes before completing this nomination form.

When you have completed this nomination form you can submit:

- **By post** to Land Charges, Room G09, Town Hall, Pinstone St, Sheffield, S1 2HH
- **By e-mail** to landcharges@sheffield.gov.uk

1. Details of organisation submitting the nomination form:

Contact Details:			
Name of organisation:			
Contact title:			
Contact name:			
Address of organisation:			
Phone number:		Post code:	
E-mail address:			

A1) Please indicate which type of eligible organisation you are.

Please see the Guidance Notes for a list of the supporting evidence to include where appropriate.

A Neighbourhood Forum	
A Parish Council	
An Unincorporated Body (whose members include at least 21 individuals registered on the electoral roll of the local authority or a neighbouring local authority, and which does not distribute any surplus it makes to its members)	
A Charity	
A Company Limited by Guarantee	
An Industrial & Provident Society	
A Community Interest Company	



2. Details of nominated asset:

A2) What is your local connection to the nominated asset?

Please see the Guidance Notes for detail on what to include in this response.

A3) Please provide details of the land and/or building you wish to nominate.

Within this section please include the following information:

- *A description of the nominated land including its proposed boundaries*
- *The names of the current occupants of the land*
- *The names and current or last-known addresses of all those holding a freehold or leasehold estate in the land*

A4) Please confirm that the nominated asset is outside one of the categories that cannot be assets of community value. Please see Schedule 1 of the Assets of Community Value (England) Regulations 2012.

B1) What is the current or recent non-ancillary use of the land and/or building?

Please see the Guidance Notes for examples of the supporting evidence you can provide.

3. Is the asset of community value?

C) Why do you believe the asset is of community value?

This section is based on how the asset is currently used or has been used in the recent past (the legislation does not provide for a specific period, but as a general rule use in the past five years is considered to be relevant)

Please see below a list of questions that you should answer in this section and refer to the Guidance Notes for detail on the types of supporting evidence that should be included.

- C1) What is the 'local community' of the building/property/land as defined by the geographical area? This could be the local ward, city or a wider geographical area.

- C2) What is the current/recent use of the building/property/land?

- C3) How well is/was the building/property/land used?

- C4) What will the impact be if the usage ceases? If usage has ceased already, what has the impact been?

- C5) Does it/did it meet the social interests of the community as a whole and not the users/customers of a specific service?

- C6) How is the building/property/land regarded by the community?

4. Future usage

D) Why do you believe the asset will continue to be of community value?

Please see below a list of questions that you should answer in this section and refer to the Guidance Notes for detail on the types of supporting evidence that should be included.

- D1) What is the proposed future use of the building/property/land?

- D2) Will it meet the social interests of the community as a whole and not the users/customers of a specific service?

--

5. Realism of future usage

E1) Has the land and/or building requirement for this usage changed significantly since its initial use so that the asset is not fit for purpose?

E2) If yes to E1 above, how could it be made fit for purpose practically within reasonable resource requirements and timescales?
<i>Please see the Guidance Notes for examples of the supporting evidence you can provide.</i>

Checklist

F1) Please confirm that you have read the related guidelines	
F2) Please confirm that you have answered all of the questions	
F3) Please confirm that the contents of this form supplied by your organisation are correct, to the best of your knowledge	
F4) Please ensure that you have attached all of the documents that are relevant to your application	

Publication of Information

I agree to any personal information contained in this form being published by the Council	Yes/No
--------------------------------------------------------------------------------------------------	--------

Nominating as an Unincorporated Group

If nominating as an 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, who does not distribute any surplus to its members please complete the form below and ask each member to sign confirming the statement below...

“We confirm that we wish to nominate the asset/land specified in this application under the Assets of Community Value Policy (Localism Act 2011) and that we appear on the electoral roll within the local authority, or a neighbouring local authority...”

Name of Asset/piece of land to be nominated

NAME	ADDRESS	SIGNATURE



