

**London Borough of Camden
Assets of community value nomination form**

- Before completing the form, we recommend you contact the Planning Policy Team at the following email address: communityrighttobid@camden.gov.uk, or by telephone: 020 7974 8988 or 020 7974 4034 for an initial discussion of your nomination.
- If you have any questions about completing the form, please e-mail communityrighttobid@camden.gov.uk or as above call 020 7974 8988 or 020 7974 4034.
- More information about nominating assets of community value can be found at:
 - <https://www.gov.uk/government/publications/community-right-to-bid-non-statutory-advice-note-for-local-authorities> or
 - <http://mycommunity.org.uk/programme/community-asset-ownership>
- Please read the London Borough of Camden’s [privacy statement](#) for details of how we will use the personal information we collect from you in this form and protect data.
- Submit your completed form by email to communityrighttobid@camden.gov.uk, or post to: Planning Policy, 2nd Floor, 5PS, c/o Camden Town Hall, Judd Street, London WC1H 9JE.

	Notes
Name of asset:	
Name of nominating group:	
Organisation type: Please select whichever apply: <input type="checkbox"/> A neighbourhood planning forum designated by the local authority <input type="checkbox"/> A parish council <input type="checkbox"/> A charity <input type="checkbox"/> An unincorporated body with at least 21 local members and which	<ul style="list-style-type: none"> • Nominations can only be made by these types of organisation. Please provide documentary evidence of the group’s existence and its local connection. This would normally be in the form of articles of association, constitution, charity/company number etc. • If you are setting up an organisation specifically to nominate an asset of community value, an unincorporated body is the most straightforward way to do it. An unincorporated body should have a constitution such as the model small charity constitution available at: https://www.gov.uk/government/publications/setting-

<p>does not distribute any surplus it makes to its members</p> <ul style="list-style-type: none"> <input type="checkbox"/> A company limited by guarantee which does not distribute any surplus it makes to its members <input type="checkbox"/> An industrial and provident society which does not distribute any surplus it makes to its members <input type="checkbox"/> A Community Interest Company 	<p>up-a-charity-model-governing-documents.</p> <ul style="list-style-type: none"> • An unincorporated body must have at least 21 members on the electoral roll in Camden or a neighbouring borough. Please provide a list of names and addresses for verification. • Please note that neighbourhood planning forums, parish councils and unincorporated bodies may nominate assets of community value but they cannot trigger the full moratorium should the owner put the property up for sale.
<p>Evidence of local connection:</p>	<ul style="list-style-type: none"> • The nominating group's activities must be wholly or partly concerned with the area of the London Borough of Camden or a neighbouring borough. • This can be demonstrated through the group's constitution, Articles of Association, Neighbourhood Forum designation etc. Please provide links or documents as required.
<p>Name and address or location of the asset:</p>	<ul style="list-style-type: none"> • The nominated asset must be in the London Borough of Camden. For assets with a postcode, this can be checked at https://www.gov.uk/find-your-local-council.
<p>Extent of the nomination:</p>	<ul style="list-style-type: none"> • Please describe which parts of the building or land are being nominated, attaching marked-up plans if necessary. • Normally only the parts of the building or land which meet the definition of community value should be nominated. However in some cases, other parts of the building or land may contribute to community value. • You should give careful thought to the extent of the nomination as it may have future implications for the listing.
<p>Reasons for nomination and supporting evidence:</p>	<p>This section should outline how the asset meets the definition of community value in the Localism Act (see below) in a separate document if desired.</p> <p>Please include evidence to support the nomination, as separate document(s) if necessary. Evidence could include:</p> <ul style="list-style-type: none"> • testimonials, letters of support and statements of users of the asset • event publicity • a petition, a user survey or lists of groups using the asset • print media articles

	<ul style="list-style-type: none"> • websites • social media postings, Facebook groups etc • photos <p><i>Definition of land of community value (from s88 Localism Act 2011)</i></p> <p>A building or other land is land of community value if:</p> <ul style="list-style-type: none"> • 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 • 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. <p>or</p> <ul style="list-style-type: none"> • there is a time in the recent past when an actual use of the building or other land that was not an ancillary use 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 when there could be non-ancillary use of the building or other land that would further (whether or not in the same way as before) the social wellbeing or social interests of the local community
<p>Name and address of current owner (if known):</p>	<ul style="list-style-type: none"> • If known, please provide names and addresses for the freeholder and the leaseholder (where relevant). • In any event, owners' details will be verified with the Land Registry
<p>Your contact details:</p> <p>Name:</p> <p>Address:</p> <p>Telephone number(s):</p> <p>E-mail:</p> <p>Position in or relationship to the nominating group:</p>	<ul style="list-style-type: none"> • Please include your position in or relationship to the nominating group to ensure you are empowered to act on its behalf. • Your personal information will be used in accordance with the London Borough of Camden's privacy notice.

Next steps

- Please return this form and any supporting documents preferably by e-mail to communityrighttobid@camden.gov.uk or by post to Planning Policy, 2nd Floor, London Borough of Camden, 5PS, c/o Camden Town Hall, Judd Street, London WC1H 9JE. You should receive an acknowledgement within a few days.
- The Council will contact you if we have any questions about the nomination.
- The Council is required to inform the freehold owner, the leasehold owner where relevant, and the current occupants of the nomination. They may provide information which the Council will take into account when making its decision.
- The Council must make a decision within 8 weeks of receipt and confirmation of the nomination. The Council will communicate its decision and the reasons by letter.

Form revised January 2019