



# Community Asset Transfer Expression of Interest



## 1. Your details and the asset

Name of the asset subject to CAT:	
Name of the community organisation:	
Type of constituted community organisation:	
Registration number (and where registered):	
Registered address of the community organisation:	
Name of contact for the community organisation:	
Role / title of the contact:	
Email of the contact:	
Telephone of the contact:	
Name of the asset subject to CAT:	
Address of the asset subject to CAT:	

## 2. Profile of Community Organisation

<b>2.1</b> Overview of your community organisation (no more than 300 words)				
<b>2.2</b> Objectives of the community organisation (as outlined in your constitution if relevant)				
<b>2.3</b> Does your community organisation meet these statements? Planned is based on being in place at the point of the transfer.	yes	planned	no	Please give details if the answer is no:
We are a Woking based community organisation or have a track record of providing social benefit in the borough.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
We are appropriately constituted e.g. registered charity, community interest company or charitable incorporated organisation, non-for-profit organisation, co-operative or cooperative and community benefit society	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
We can evidence good governance, robust financial systems, and all necessary policies expected of a community organisation (provided through constitution).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Our constitution allows for the management of assets to operate for public good resulting in social, economic or environmental benefits to the local community in the borough.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
We can demonstrate a track record in asset management of the scale proposed, having in place all the correct requirements e.g. licences, permissions, and insurance cover.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
We have the capacity to manage the asset and have directors, committee members or staff who have the necessary experience and skills.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The income we generate through the asset will be invested back into the asset as part of capital improvements or in community activity directly linked to the asset.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Our organisation complies with relevant equal opportunities legislation in its work and recruitment / employment of staff - embraces diversity and works to improve community cohesion.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
We comply with requirements of our regulatory body e.g. Charity Commission and/or Companies House.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
We have safeguarding policies in place.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### 3. Proposition for CAT

<b>3.1</b> Please give an outline of plans for the asset (max 400 words).	
<b>3.4</b> How the asset complements other services or assets in the neighbourhood (max. 200 words).	
<b>3.5</b> If the asset and its planned activities will compete with other services please explain why the provision is needed. Include n/a if not relevant. (max 200 words).	
<b>3.6</b> Council Objectives of CAT.	How does the proposition meet the council's objectives for CAT (max. 100 words for each section).
CATs will be a route to sustaining valued community assets and enabling locally run services to thrive and flourish independent of council funding.	
CATs will be a vehicle for enabling and empowering community organisations to directly operate	

assets and to support the growth and development of the third sector.	
CATs will foster social and economic benefit for the local area, focusing on social inclusion and be environmentally considerate.	

## 4. Authorisation

Authorised by the chairperson (or equivalent) of the board of trustees to agree to the submission of this business case for CAT.

Name of chairperson or equivalent:	
Role within the Community Organisation:	
Email contact:	
<input type="checkbox"/>	I have read Woking Borough Council's CAT policy and agree to the points within it
<input type="checkbox"/>	I agree that the organisation I represent meets the community organisation criteria

You are welcome to provide a copy of your constitution.