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| **PURPOSE OF THIS DOCUMENT** |

To determine the proposed use of the building to enable a fair and equal assessment of bids where there is more than one interested party.

Act as a base document against which the viability of the proposal can be assessed.

To determine what level of support (financial or other resources) may be required from LDC

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| **Property Proposal** |

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| **Property Name:** | |  | |
| Organisation | |  | |
| Name | |  | |
| Position in Organisation: | |  | |
| Address: | |  | |
| Telephone: | |  | |
| Email: | |  | |
| Type of organisation | | | |
| Registered Charity |  | Company limited by guarantee |  |
| Company limited by shares |  | Community Interest Company |  |
| Unincorporated club or association |  | Public Sector |  |
| Other (please specify) |  | Registration Number |  |

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| **1. EXECUTIVE SUMMARY** |
| Outline the proposed use of the building (or part of) – to include output(s) and tangible benefits expected from the proposal along with any measurement of success (where applicable). You may continue on a separate sheet if necessary. Please consider the following when outlining your proposal:   * Site Use * Community benefit * Deliverability * Commencement |

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| **2. PROPOSAL DETAILS** | |
| Does the proposal involve all or part of the building? |  |
| If part, please identify approximate square footage required. |  |
| Is there a specific area within the building that is key to the viability of the proposal? Please specify |  |
| Would you consider a collaborative proposal with another organisation? |  |
| Does the proposal involve a change of use of the building? |  |
| Does the proposal involve any exterior or interior work? *If so, please submit no more than 1 side of A4 detailing the work needed, who would be responsible and how it would be funded.* |  |
| Please specify how much per square foot (exclusive of rates and utilities) you would expect to pay in rent. |  |
| There is no parking at the Turkish Baths, how will you manage your parking requirements? |  |
| Length of lease required |  |
| Preferred commencement date |  |
| Does your proposal involve underletting? |  |

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| **3.1 Are there any expected sources of external funding / capital receipts to deliver the proposal or to cover on-going costs?** | | |
| **Funding Source** | **Amount** | **Comments** |
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| **Total** |  |  |

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| **3. EXTERNAL FUNDING (where applicable)** | |
| **3.2 Externally-sourced professional advice / consultants / contractors** |
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| **3.3 Additional comments on the financial information (if applicable)** |
| *Please note, for example, if the figures are estimated. Please indicate any assumptions and whether these figures are fixed or liable to increase over time.* |

**EXTERNAL FUNDING (where applicable)**

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| **4. ASSUMPTIONS AND RISK** |

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| **The scope of this proposal includes** |  |
| **This proposal does not include** |  |

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| **4.1 ASSUMPTIONS** |
| Have any assumptions been made? E.g. grant scheme continues; key staff in place at start etc. |
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| **4.2 RISKS** | | | |
| Please state and explain the most significant risks to the successful completion of the proposal, and how they can be mitigated. Examples may include planning or leasing issues or unconfirmed external funding. | | | |
| Risk | Likelihood (low = 1, high = 3) | Impact (low = 1, high = 3) | Mitigation |
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| **4.3 STAKEHOLDERS - including customers** |
| Who has a stake in the proposal? Identify those whose interests may be affected. |

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| Explain how the proposal will meet the requirements of the Equality Act 2010. |

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| **4.4 ENVIRONMENT AND SUSTAINABILITY** |
| Please describe the environmental impact of this proposal and explain how this will be managed. Include both positive and negative impacts. |

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| **4.5 EQUALITY** |

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| **Authorised Signatory**  *This section must be signed by someone authorised by the organisation (eg Chairperson). An electronic signature is acceptable.*  I confirm that to the best of my knowledge and belief, all the information in this Expression of Interest is true and correct. I understand that, should this proposal be further developed, you may ask for additional information at any stage of the application process. | | | |
| Signed |  | Print name |  |
| Position |  | Date |  |