

Eligibility Check and Bid Assessment Matrix

The Council will, as far as its property assets are concerned, consider a transfer **to community-based organisations that provide a service to the whole community** and where the use of the facility will continue to be available to all residents within the district. This will not preclude the casual hiring of facilities to members of the public, clubs etc.

Question	Score	Weighting	Weighted score
Can the applicant be considered a “community-based organisation”? Y/N If yes, then how are they constituted? Do they have a charity registration? How long has the applicant organisation been established? Does the applicant offer strong evidence to support an association with Northstowe or wider district? Questions 1-8	Pass/Fail Score out of 5	10%	-
The applicant has demonstrated that it understands the Northstowe market and has values that align with those of SCDC. What is the likely benefit to be brought by the proposal to Northstowe residents? What monitoring will be in place to measure outputs and outcomes? Questions 9-15	Score out of 5	10%	-
Does the applicant have a track record in managing similar facilities or experience of managing projects of similar complexity? If this is a new venture, does the proposal demonstrate an understanding of the likely challenges? Question 16	Score out of 5	20%	-
Is the applicant proposing a sound governance and operational management structure? Will it be able to fulfil its legal liabilities associated with the property and provision of services? Question 17	Score out of 5	20%	-
How, via the proposed business plan, will the applicant be able to provide benefit to the community and continued public access to the facility? Questions 18-21	Score out of 5	20%	-
Is the applicant able to demonstrate a sound financial track-record? What is the extent to which the proposals constitute a sound, resilient and sustainable business plan? Questions 22-31 and assessment matrix	Score out of 5	20%	-
Has the applicant provided all the documentation requested?	Yes/No	-	-
Total Score	-	-	-

Evaluation of answers under each heading	Scoring
Proposals meet the required standard in all material respects	5
Proposals meet the required standard in most material respects, but are lacking or inconsistent in others	4
Proposals fall short of achieving expected standard in a number of identifiable respects	3
Proposals significantly fail to meet the standards required, contain significant shortcomings and/or are inconsistent with other proposals	2

Completely fail to meet required standard	1
Nil response (no answer provided)	0

Post-assessment feedback to applicants

Total assessment scores and rankings will be made available to all applicants following the conclusion of the Council's assessment of all eligible applications.

Further feedback on the breakdown of scoring under the above six headings will be made available to all applicants on request.