



**B. Detailed Lease Proposal**

Provide a detailed lease or licence proposal (labelled "Lease or Licence Proposal") which addresses, at a minimum the Applicants proposed:

- a) Agreement type.
- b) Term of Lease or Licence (both initial term and any further proposed term(s)).
- c) If the proposal relates to a lease, offered commencing rent (per annum) and rent reviews (please specify whether rent is Net or Gross).
- d) Special conditions (requested by the Applicant, clearly outlining an incentive requested, lessor contributions or licences required).
- e) Any commercial benefit outcomes intended to be achieved.
  
- f) Any community benefit outcomes intended to be achieved.
- g) The proposed use and its compliance with the definition of Community Purpose under Town Planning Scheme No. 1:  
  
"Community Purpose means premises designed or adapted primarily for the provision of educational, social or recreational facilities or services by organisations involved in activities for community benefit".
- h) Not for profit or charitable status. Consideration may also be given to an operator that does not have this status but has provided substantial evidence satisfactory to

35%

**Leisure Facilities:**

Brief description

**Property Development & Leasing:**

\$5,000pa + GST + OG 21%

CPI annual increases

3 + 2 term

Further Term/s +2 (not acceptable as outside of Policy 310)

Community benefit: educational / tutoring services

Commercial benefit: total (adjusted to CPI) \$25,000 + GST + OGs income to the Town.

**Community Development:**

Minimal information provided. Although there will be a logistical community benefit to having a tutoring centre collocated with a leisure centre, there is not any information on how the centre will provide further benefit to the local community.

**Place Planning:**

Terms seem ok, proposed reasonable rent \$5k / annum.

Little community benefit demonstrated.

Doesn't provide any information on the type of tuition and outcomes etc.

Doesn't provide any information on the operation of the business.

**Leisure Facilities:**

		3-year initial term with 2-year extension option CPI increase each anniversary No commercial benefits listed Community benefit Customers can use facilities whilst child in session	
<b>C. Fit Out Concept Plans</b>	<b>10%</b>	<b>Property Development &amp; Leasing:</b> Minimal alterations to lease area, mainly addition of furnishings and removal of the 'change room'. No signage to commence. Will be subject to design and approvals – however, feel that signage will help activate the space. This proposal does not seem an activation.  <b>Community Development:</b> Concept plan not provided. I am also assuming that the room has no windows to outside which may be an uncomfortable environment for tutoring.  <b>Place Planning:</b> No plan provided but description seems reasonable	5%
Provide high level concept plans for the Applicants proposed fit-out of the premises (labelled "Fit-Out Concept Plans") outlining at a minimum how the proposed fit-out: a) Caters for the proposed number and type of customer. b) Contributes towards the overall look and feel of the premises and matches the concept for the proposed business. c) Signage design and locations (both internal and external).  d) Any additional relevant information			
<b>Qualitative Criteria</b>	<b>Weighting</b>	<b>Comments</b>	<b>Rating out of 10</b>
<b>D. Relevant Experience</b>	<b>20%</b>	<b>Property Development &amp; Leasing:</b> Operating from home for approx 2 years. Prior café experience. Experience does not seem sufficient. No qualifications?	7%
Describe your experience in conducting similar Requirements. a) Demonstrated experience in managing, owning or operating a similar business. Include details of the location. b) Demonstrate competency and proven track record in establishing and maintaining a similar viable business.			

<p>c) Provide a CV for the Respondents key personnel who will be directly involved in the management and day-to-day operations of the business including skills, qualifications, and relevant experience.</p> <p>d) Any additional information.</p>		<p>No CV provided.</p> <p><b>Community Development:</b> CVs not provided</p> <p><b>Place Planning:</b> Little to no detail provided.</p> <p><b>Leisure Facilities:</b> Good relevant experience</p>	
<b>E. Financial Position</b>	<b>15%</b>		
<p>a) Provide latest audited financial statements</p> <p>b) Rent offered and whether any incentives or subsidy is sought.</p>		Offer to pay year 1 rent up front (\$5,000+GST). No financial statements or references provided.	3%
<b>F. Referees</b>			
Provide contact details (including names, titles, telephone numbers and/or email addresses) for a minimum of two (2) referees who can specifically attest to the applicants experience in the operation of similar or comparable business in the last 5 years.		No References provided	0%
<b><u>TOTAL WEIGHTED SCORE:</u></b>			<b><u>43%</u></b>

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