

Community Right to Challenge

Expression of Interest Application Form

YOUR ORGANISATION

Name of Organisation:	
Contact Name:	
Company or Charity Register Number (if applicable):	
Address (including postcode):	
Telephone Number:	
Mobile Number:	
Email Address:	
Website:	

Q1 Your Organisation

<p>In order to submit an expression of interest, you must be a 'relevant body' category. Please indicate which description is relevant.</p> <p>Detailed definitions of these categories are available in section 1 of the Community Right to Challenge Statutory Guidance</p> <p>Please provide evidence that you fit into the category and attach it to your application form. This should be clearly marked as referring to Question 1.</p>	A voluntary or community body? YES / NO
	A body of person or trust established for charitable purposes? YES / NO
	A parish council? YES / NO
	Two or more employees of the relevant Authority. YES / NO

If you are intending to incorporate before a procurement exercise please provide further information about this below:

If you are an employee-led organisation intending to formalise your structure before a procurement exercise, please provide further information about this below:

Q2 Financial Information

Please provide details of your financial resources below.

Examples of the information you may want to provide includes your most recent full accounts or those of your parent / ultimate holding company; any information about bankruptcy or administration; your business plan; bankers' or accountants' references. These examples are given for advice only and the information that the Council requires in order to decide whether or not to accept your submission will vary depending on the type of service that you are offering to provide. If the information that you provide under this heading is not sufficient to allow the Council to assess your expression you may be asked to modify your application.

Please also provide details for each consortium member or sub-contractor where your expression is part of a consortium or sub-contractor arrangement. If you would like to provide evidence in support of Q2, then attach it to your application form and clearly mark it as referring to Q2

Q3 Capability

You need to provide evidence that shows that by the time of any procurement exercise you will be capable of providing, or assisting in providing the service.

Examples of the information you may want to provide includes information about your organisation's objectives, structure, experience and referees; your plans for delivery; staff numbers and qualifications and relevant memberships; whether you have sufficient insurance and certification; information on policies such as health and safety, equal opportunities, environment and safeguarding. These examples are given for advice only and the information that the Council requires in order to decide whether or not to accept your submission will vary depending on the type of service that you are offering to provide. If the information that you provide under this heading is not sufficient to allow the Council to assess your expression you may be asked to modify your application.

Please also provide details for each consortium member or sub-contractor where your expression is part of a consortium or sub-contractor arrangement. If you would like to provide evidence of support then attach it to your application form and clearly mark it as referring to Q3

Q4 The Service

Please provide information about the service that you would like to run that allows us to identify it. Please also let us know the geographical area to which the expression of interest relates.

Q5 Outcomes

Please provide information about the outcomes to be achieved by yourselves (or consortium of which you are part) in providing or assisting in providing the service. In particular:

- a. How the provision or assistance will promote or improve the social, economic or environmental well-being of the relevant authority's area. Examples of the information that you may want to provide include creating jobs, improving skills, increasing local volunteering opportunities or improving environmental conditions; and
- b. How the service will meet the needs of the users of the service. Examples of the information that you may want to provide include needs assessments prepared by the council or other sources.

These examples are given for advice only and the information that the council requires in order to decide whether or not to accept your submission will vary depending on the type of service that you are offering to provide. If the information that you provide under this heading is not sufficient to allow the Council to assess your expression you may be asked to modify your application.

Q6 Employees

If you are a group of Hull City Council staff then please provide details of how you propose to engage other employees of the authority who are affected by the expression of interest. Proposals should be appropriate and proportionate to the size and nature of the service and the number of employees affected.

Declaration:

I confirm that I have the authority to submit this expression of interest on behalf of the relevant body and that to the best of my knowledge the information contained in the application is complete and accurate.

Signed:**Print Name:****Position in the organisation****Dated:**

If you wish to submit an expression of interest, please complete the application form and send it to: procurement@hullcc.gov.uk or by post to the following address:

Procurement Manager
Town Clerk's Service
Resources Directorate
Hull City Council
The Guildhall
Hull
HU1 2AA