

**EXPRESSION OF INTEREST FORM (EOI)**  
**for a Community Asset Transfer (CAT)**  
**from Powys County Council to a Third-Sector Organisation**

Reference Number		Date Received	
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**Guidance Notes**

This "Expression of Interest" form is an important document. The information within it will help the Council to identify good community based proposals for sustainable uses of public buildings owned by Powys County Council.

The aims of a Community Asset Transfer from Powys County Council are:-

- To encourage people in take part in economic and community life
- To develop capacity in and connections between public, private, voluntary and community sectors in order to support economic and social development
- To safeguard buildings for community use

When initially assessing your completed "Expression of Interest", the Council will consider:-

- Does the project meet at least one of the Council's Community Asset Transfer aims?
- Does the proposal benefit the people of Powys?
- Does the project contribute to the Council's corporate priorities and plan?

**NOTE – You must be realistic about the amount of time it will take to do your proposal and what you can achieve.**

If your EOI meets the Council's criteria, you will be invited to submit a full, costed Business Case, which will then be considered for submission as a Community Asset Transfer application.

For advice on both developing your project and completing this "Business Case" form, email the Regeneration Team at [regeneration@powys.gov.uk](mailto:regeneration@powys.gov.uk).

**This form, once completed, it should be sent to:**

The Valuation Team,  
County Hall,  
Llandrindod Wells  
LD1 5LG

Or emailed to [\*\*property.sales@powys.gov.uk\*\*](mailto:property.sales@powys.gov.uk)

**EXPRESSION OF INTEREST FORM (EOI)**  
**for a Community Asset Transfer (CAT)**  
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*(This is not an application form for funding)*

<b>PROPOSED PROJECT NAME</b>
Freehold Transfer of Berriew Street toilets, Welshpool To Welshpool Town Council

<b>CONTACT DETAILS</b>	
Name of the LEAD group or organisation	Welshpool Town Council
Address of the LEAD group or organisation	Welshpool Town Council Triangle House Union Street Welshpool, Powys SY21 7PG
Name of the main contact person	Mr Robert Robinson
Phone number	01938 553142
E-mail address	town.clerk@welshpooltowncouncil.gov.uk
What year did your organisation start?	1974

### YOUR THIRD-SECTOR STATUS

- Registered Charity                       Community Group                       Consortium  
 Voluntary Organisation                       Town/Community Council                       Statutory Organisation  
 Other \_\_\_\_\_

**Does your group or organisation have:**

You will be asked for these if you progress to a Business Case.

Item	Yes	No
a constitution		
terms of reference		
A work plan		

### WHAT PROPERTY ARE YOU INTERESTED IN?

Name of identified property	Berriew Street Toilets - 6864
Address	Berriew Street Car Park, Oldford Road, Welshpool, SY21 7SQ
Names of Powys County Council <u>Officers</u> that you have spoken to about this property. <i>(This does not mean that the property has been agreed for use by PCC)</i>	Alastair Knox
Names of Powys County <u>Councillors</u> that you have spoken to about this property. <i>(This does not mean that the property has been agreed for use by PCC)</i>	

### TELL US ABOUT YOUR ORGANISATION ( or GROUP)

- 1. What does your organisation do? (If you are a new organisation, what do you hope to do?). Enclose any brochures / marketing that you currently use to help explain what you do.**

Welshpool Town Council is a statutory body under the Local Government Act 1972. The council aims to discharge its duties in accordance with the Act in Support of the residents and businesses in the community.

Our website <http://www.welshpooltowncouncil.gov.uk> provides up to date information on the activities of the council as well as information on the local area.

- 2. List any other organisations with which you are affiliated or work with.**

The Town Council works with many local and regional organisations in and around Welshpool. We have strong links with community, voluntary, charitable and private business sector organisations.

We have supported numerous voluntary groups and societies that enhance the social and cultural life of the Town.

Are you Twinned with another Town?

- 3. If you already operate a project or activity, where is it currently based and is it different to the idea for this building?**

The Town Council currently hold the freehold of the public conveniences at Church Street Car Park, Welshpool.

Playing fields?

Allotments?

Play equipment?

Tourist Information Centre?

Day centre?

## TELL US ABOUT YOUR IDEA FOR THE PROPERTY

### 4. What do you want to use the property for and why?

The property will be used as a public convenience. The Town Council currently operates them under a lease and would like to extend this to a freehold transfer.

The Town Council wishes to see a continued public convenience in the Car Park in order to enhance and promote the Town for the benefit of its residents, businesses and visitors.

### 5. To achieve this, how much will your idea cost?

*(Consider development costs, design fees, capital proposals and revenue costs, as examples.)*

It is proposed that the freehold will be transferred to the Town Council for a £1 consideration.

### 6. How will you make it happen?

Subject to agreement on the freehold transfer and the commitment to a minimum 18month grant package from the County Council the Town Council will take over the facility and continue to run the public convenience facility.

### 7. How do you propose to ensure the future of the property?

*(ie: keeping it in good repair and running it.)*

The Town Council will continue to run and manage the premises supported by an annual grant in the first instance and then with monies raised through the precept by the Town Council and other Town Council funds as appropriate.

## TELL US ABOUT YOUR COMMUNITY IDEA

### 8. Why do you believe that your idea is needed and what evidence / information justifies your project?

The town may be left with a reduced provision of public conveniences if the Town Council does not take over the facilities. The toilets are centrally located within the town and are considered an essential facility for the wellbeing and prosperity of Welshpool.

### 9. Have you discussed your idea with other people / groups in your community?

This is important because, if you complete a Business Case form for a Community Asset Transfer (CAT) by Powys County Council, you will have to demonstrate that you have community support. (NOTE – As part of its appraisal process, the Council may approach anyone you name below.)

Yes. The Town Council have sought the views of residents and businesses and believe that there is general support for operating the facilities.

**10. If your idea has links to other projects? Describe what these are and the benefits.**

The Town Council will ensure under the terms of any transfer that the facilities are used to promote wellbeing, inclusivity and sustainability. The terms will stipulate that the facility has to be inclusive and run for the benefit of all Welshpool and surrounding districts.

**11. What environmental impact will your idea have as it is delivered – in a positive and / or negative sense? What environmental considerations have you made?**

None, the Town Council believe there will be no change to the environmental impact.

**12. How will you make it happen?**

*(Who will make it happen, what are your timescales, how will people know about it and how will you keep it going?)*

#### **TELL US ABOUT COSTS AND FUNDING?**

**13.** (This is only an EOI and we do not require detailed costing however, you will be required to provide them in a Business Case if your EOI is accepted.)

**A) How much will it cost to set up your project?**

£1 consideration for the freehold transfer

**B) What have you allowed for purchase / lease of the property?**

The Town Council is seeking a £1 consideration for the freehold asset transfer subject to appropriate user covenant with regards to perpetual community use.

**C) How much will it cost, annually, to run the project? (indicate over 5 years)**

**D) Tell us how you will fund the above and the source of the funding?**

#### **CONTACT SIGNATURE**

Signature of main contact person

Name of main contact person  
(in BLOCK letters)

R. A. ROBINSON

Date	
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## Data Protection and Information Security

The information submitted in this "Expression of Interest" form will be processed in accordance with the Data Protection Act (1998).

For the administration, appraisal, approval, monitoring and auditing of this project, Powys County Council will hold your proposal information. We may need to share it with the Appraisal Panel, elected Members, Officers from the Council, and the Welsh Audit Commission – and any internal or external auditors required to audit the activities of the Council.

Please sign and date below, to confirm that the information supplied in this "Expression of Interest" form is accurate, and that you accept processing of your information as stated above.

Applicant's Signature		Date	21/6/16
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This "Expression of Interest" form must be submitted electronically to [property.sales@powys.gov.uk](mailto:property.sales@powys.gov.uk) – and at the same time a signed printed copy must be submitted by post to:-

The Valuation Team  
County Hall  
Spa Road East  
Llandrindod Wells  
Powys LD1 5LG

This "Expression of Interest" form will not be reviewed until we have received both:-

- a. the electronic copy
- b. the signed and dated printed copy