



DERBY CITY COUNCIL

Scoring Criteria for Assessing Bids to run Allestree Golf Course

Overall Assessment

Any bid that: -

- Does not achieve an unweighted score in excess of 75% in the “Demonstrate experience of managing a complex site” section and
- Does not achieve an overall score of 66.6% or more

Will be rejected.

Initial selection

Bidders must have indicated that: -

- That they take an occupational lease of the Golf Course.
- The operator is to identify, obtain the necessary consents, fund and construct any building or facilities required to support the operation of the golf course.

- The operator to be responsible for undertaking full maintenance, management and operation of the golf course and any buildings and all associated costs.
- The operator will maintain the current level of public access over the course

If the proposed bid does not contain these elements it is rejected.

Assessment

The bid is scored based, on the following scoring criteria: -

Sustainable Business Plan	Financial Viability	Demonstrate experience of managing a complex site
Weighting: 20%	Weighting: 60%	Weighting: 20%
<p>Tender Applicant should demonstrate: -</p> <ul style="list-style-type: none"> ✓ Details of the individuals or organisation associated with the proposals. ✓ Their experience in running similar venues. ✓ How they will secure and develop the facilities required to support the golf course. ✓ How they will manage the golf course on a day to day basis:- <ul style="list-style-type: none"> • Attract New players • Their pricing policy. • Advertise/promote the Golf Course ✓ Their future vision for the golf course identifying: - <ul style="list-style-type: none"> • Potential key milestones (i.e. looking to be breakeven by a certain date) • Promotional events/ undertaking competitions 	<p>Tender applicant should have submitted</p> <ul style="list-style-type: none"> ✓ Financial details of their Business Plan to include Income and expenditure forecasts for a minimum 3 Year period. This should show: - <ul style="list-style-type: none"> • That the golf course can be managed with realistic financial forecasts • Where the income will come from, including pricing structure • The level of any external funding required and details of how the much of the funding is secured • Expected expenditure is realistic – operational costs, staffing, working capital, repairs • How any shortfalls will be met. • What will happen to any profits or surplus? ✓ Terms for the proposed lease. This should show: - <ul style="list-style-type: none"> • Proposed length of lease. • Proposed rental level and any rent-free 	<p>Tender applicant should demonstrate that they have:</p> <ul style="list-style-type: none"> ✓ Experience of running a similar operation of this nature, visited by members of the public. ✓ An understanding of the operational challenges of running a golf course. This should include: - <ul style="list-style-type: none"> • How the relevant compliance inspections are to be undertaken on the buildings and facilities • Grounds maintenance regime • Site security. • Undertaking a sustainable building maintenance regime. ✓ Understanding and knowledge of Health and Safety and associated legislation including details of how that will be implemented.

<ul style="list-style-type: none"> Proposed improvement to the course and facilities Securing potential investment to develop 	<p>period required</p> <ul style="list-style-type: none"> Any other specific terms (breaks etc) 	
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Scoring Criteria

Sustainable Business Plan	Financial Viability	Demonstrate experience of managing a complex site
<p>Score 1: Poor</p> <ul style="list-style-type: none"> No evidence provided of their experience in running similar venues No evidence /information of the organisations associated with the proposals No evidence provided as how they will secure and develop the facilities required to support the golf course. No evidence provided as to how they will manage the golf course No evidence of their future vision for the development of the golf course. 	<p>Score 1: Poor</p> <ul style="list-style-type: none"> No Income and expenditure forecasts for a minimum 3 Year period submitted. No terms for the proposed lease submitted. 	<p>Score 1: Poor</p> <ul style="list-style-type: none"> ✓ No evidence or understanding shown of running a similar site of this nature, visited by members of the public. ✓ No evidence or understanding shown of the operational challenges of running a golf course ✓ No evidence or understanding or knowledge shown of Health and Safety and associated legislation

<p>Score 2: Average</p> <ul style="list-style-type: none"> ○ Minimal evidence provided of their experience in running similar venues ○ Minimal evidence /information of the organisations associated with the proposals ○ Minimal evidence as to how they will secure and develop the facilities required to support the golf course. ○ Minimal evidence provided as to how they will manage the golf course. ○ Minimal evidence provided of their future vision for the golf course. 	<p>Score 2: Average</p> <ul style="list-style-type: none"> ○ In respect of the details of their Business Plan <ul style="list-style-type: none"> ▪ Minimal evidence provided on financial forecasts or forecasts are not realistic. ▪ Minimal evidence of where the income will come from or unrealistic information provided. ▪ If any external funding is required there is minimal evidence provided as to how or that it has been secured. ▪ Minimal evidence of how any shortfall will be met. ▪ Minimal evidence as to what will happen with the profit or surplus. ○ Minimal details provided regarding terms of any proposed lease 	<p>Score 2: Average</p> <ul style="list-style-type: none"> ✓ Minimal experience of running a similar site of this nature, visited by members of the public. ✓ Minimal understanding of the operational challenges of running a golf course ✓ Minimal understanding and knowledge of Health and Safety and associated legislation and how it be implemented and monitored.

Sustainable Business Plan	Financial Viability	Demonstrate experience of managing a complex site
<p>Score 3: Good</p> <ul style="list-style-type: none"> ○ Good evidence provided of their experience in running similar venues ○ Good evidence /information provided of the organisations associated with the proposals ○ Good evidence provided as to how they will secure and develop the facilities required to support the golf course. ○ Good evidence provided as to how they will manage the golf course. ○ Good evidence provided of their future vision for the golf course 	<p>Score 3: Good</p> <ul style="list-style-type: none"> ○ In respect of the details of their Business Plan <ul style="list-style-type: none"> ▪ Good evidence provided on financial forecasts. Forecasts are credible ▪ Good evidence of where the income will come from or unrealistic information provided. ▪ If any external funding is required there is good evidence provided as to how or it has been secured. ▪ Good evidence of how any shortfall will be met. ▪ Good evidence as to what will happen with the profit or surplus. ○ Good details provided regarding terms of any proposed lease 	<p>Score 3: Good</p> <ul style="list-style-type: none"> ✓ Good experience shown of running a similar site of this nature, visited by members of the public. ✓ Good understanding shown of the operational challenges of running a golf course. ✓ Good understanding and knowledge of Health and Safety and associated legislation and how it be implemented and monitored.
<p>Score 4: Excellent</p> <ul style="list-style-type: none"> ○ Robust and substantial evidence provided 	<p>Score 4: Excellent</p> <ul style="list-style-type: none"> ○ In respect of the details of their Business 	<p>Score 4: Excellent</p>

<p>of their experience in running similar venues</p> <ul style="list-style-type: none"> ○ Robust evidence /information provided of the organisations associated with the proposals ○ Robust and substantial evidence provided as to how they will secure and develop the facilities required to support the golf course. ○ Robust and substantial evidence provided as to how they will manage the golf course ○ Robust and substantial evidence provided of their future vision for the golf course 	<p>Plan</p> <ul style="list-style-type: none"> ▪ Robust and substantial evidence provided on financial forecasts. Forecasts are credible. ▪ Robust and substantial evidence of where the income will come from or unrealistic information provided. ▪ If any external funding is required there is robust and substantial evidence provided either as to how or if it has been secured. ▪ Robust and substantial evidence of how any shortfall will be met. ▪ Robust and substantial evidence as to what will happen with the profit or surplus. <ul style="list-style-type: none"> ○ Robust and substantial details provided regarding terms of any proposed lease 	<ul style="list-style-type: none"> ✓ Robust and substantial experience demonstrated of running a similar site of this nature, visited by members of the public. ✓ Robust and substantial experience shown of the operational challenges of running a golf course. ✓ Robust and substantial understanding and knowledge of Health and Safety and associated legislation how it be implemented and monitored.
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