

# EXPRESSION OF INTEREST FORM

Property Services  
Ty Penallta  
Tredomen Campus  
Ystrad Mynach

A greener place    Man gwyrddach



**PLEASE NOTE**

- 1. Your expression of interest form must be completed in full. If your form has not been completed, cannot be read or is not on an appropriate form, it will be returned to you to update / complete before assessment commences.**
- 2. Council officers will then process and review your proposal. If the asset is suitable for transfer and the proposal is considered viable, you may be asked to supply further details in relation to the proposal.**

**DATA PROTECTION STATEMENT**

We require the information requested in this form to allow us to process your application. All information provided in support of an application, including personal details, will be held in a database. Caerphilly County Borough Council complies with strict security procedures in the storage and disclosure of your information. These procedures are in accordance with the principles of the Data Protection Act 1998.

**For office use only:**

Reference No:

Date Received:

## A. ABOUT YOUR ORGANISATION

Name of organisation: [REDACTED]

### 1. Contact Details

Main contact for this application – this must be someone who knows about your project

Title: [REDACTED]	First Name: [REDACTED]	Surname: [REDACTED]
Position held in organisation: [REDACTED]		
Address for correspondence: [REDACTED] [REDACTED] [REDACTED]		
Postcode: [REDACTED]		
Is the above your:      Organisation address: <input checked="" type="checkbox"/> Home address: <input type="checkbox"/>		
Telephone Number:		Mobile Telephone Number: [REDACTED] [REDACTED]
Email address: [REDACTED]		Fax Number: N/A

### 2. Status of your Organisation

What type of organisation / group are you? Tick/fill in whichever boxes apply

- Charity  [REDACTED]  
Community group/club/society  Town/Community Council   
Company Limited by guarantee  Company Reg. Number [REDACTED]  
Community Interest Company  Other, please give details

When was your organisation set up?

Year

### 3. Governance

Does your organisation have a written constitution, governing document or set of rules?

Yes  No  Comments

If "Yes", have you appended a copy

How many people are involved in your organisation?

Management committee

  

Paid staff full-time

  

Paid staff part-time

Volunteers

  

***Please ensure you complete all elements of the form***

Please indicate which of the following insurance cover your organisation holds (or plans to put in place) and provide levels?

Type of insurance:	Holds:	Plans:	Level of cover:
Public Liability	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	██████████
Employer Liability	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	██████████
Professional Indemnity	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	██████████

**4. What is the purpose and main aims of your organisation?**

*(Please also provide any relevant background documents)*

Whilst the history ██████████ stretches ██████████ ██████████. This year, ██████████, shows a remarkable record of safeguarding and commitment to the communities within Wales.

██████████ paid staff who oversee the running of the charity and and the voluntary contribution to the country. ██████████ provide ██████████ transport in support of ██████████, ██████████ and event management.

The Gwent area is governed by ██████████ team. ██████████ focus on the provision of good premises within Gwent to enable the activity of the ██████████ team and all their volunteers. ██████████ are the ██████████ volunteers who train children, teenagers and adults ██████████. They also attend events and help children achieve their goals.

Without any local provision, after ██████████ closed in ██████████, ██████████ opened in ██████████. Since then, well over 100 young people and adults have benefitted from the training and support ██████████. They cater for young people from the age of 5 through to adults, in a deprived area with very little youth provision.

They used to meet at ██████████ and the building was ideal for their needs. It provided a good environment for the volunteers to learn ██████████. However, the lessons go far beyond that, to cover other life skills about caring, keeping active, learning about nature and animal care. As a prominent group in the community they contribute to Remembrance Sunday and Community Carol Services. A couple of years ago, one member ██████████ attended Buckingham Palace to be commended for ██████████.

The leaders pride themselves on contributing to the growth and development of future generations in the local area.

***Please ensure you complete all elements of the form***

## B. ABOUT YOUR PROPOSAL

### 5. Title of Project (please keep this short):

To secure freehold possession of [REDACTED] and to develop it into a centre of excellence for the local area for [REDACTED] positive community action

### 6. Please provide details of the asset (building or land) in which you are interested (name, address etc).

*It is essential that you clearly identify the asset – if you have plans or drawings please forward copies.*

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

Please state the length of lease required:

Years

0

*Please consider whether this meets the likely requirements of current or future grant funder(s).*

### 7. Please provide a brief description of your proposal, including the reason why you are applying for a council asset and what the intended use will be:

To secure freehold possession of [REDACTED] and to develop it into a centre of excellence for the local area for [REDACTED] positive community action

### 8. Please outline how the amenity or facility will be maintained after the project has been completed / land has been transferred:

It will be the ultimate responsibility of [REDACTED].  
The property strategy for [REDACTED] is based on developing good, safe centres of excellence to provide [REDACTED] life learning skills.  
[REDACTED] and Council will invest in the premises to provide a good, safe learning environment with technology to support a developing community.

*Please ensure you complete all elements of the form*

### 9. How will the community benefit from the proposal?

Please attach any supporting documentation or further notes, if applicable.

COMMUNITY BENEFITS	Y/N	IF 'YES', PLEASE GIVE FURTHER DETAILS
Will your proposal enable access by all members of the community?	Yes	attacts members of all ages from 5 to adults in their 70s. We are particularly attractive to underrepresented groups in communities, as an inclusive organisation with safeguarding at its heart.
Will your proposal maintain an existing service or activity in the local community?	Yes	have been active since , but as part of an organisation that is celebrating . The Property Strategy is focused on freehold centres of excellence for long sustainability within communities across Gwent.
Will your proposal create a new service or activity in the local community?	No	See above
Will your proposal have wider community benefits?	Yes	Apart from life saving and life learning skills. are an integral part of the wider NHS family. They also provide local provision for youths to undertake the Duke of Edinburgh Award Scheme. We have a history of working with others.
Will your proposal create opportunities for local organisations to work together?	Yes	Across Gwent, partnership working is starting to develop with . There is a strong ethos for partnership working and providing more opportunities to teach the community first aid skills
Will your proposal bring additional financial investment into the area (e.g. through grants unavailable to the Council)?	No	Not in the short term. However, as part of the wider NHS Wales family, there is always possibilities to widen the scope of activity at the centre and secure additional financial investment.
Will your proposal create opportunities for developing local enterprise or additional employment?	No	It is a voluntary organisation which reinvests money back into positive activity for the community

### 10. Will the project present a conflict / overlap with other similar facilities in the locality?

Consider whether there are any similar facilities already in the vicinity and whether this project may have a negative impact on these.

**There is no considered conflict or overlap with other similar facilities.**

*Please ensure you complete all elements of the form*

**11. What is your evidence of need for your project and with whom have you consulted?**

██████████ is already an established and growing ██████████, which has operated from ██████████ for years

Whilst moving to ██████████, the membership base has remained strong

**C. ATTESTATION**

I confirm that, to the best of my knowledge and belief, all the details in this application are accurate. I understand that the council may ask for additional information at any stage of the application process and that you may check this with other sources.

I also understand that this application refers to asset transfer only and is not an application for financial assistance.

**Signed:**

██

**Name:**

██

**Date:**

██

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**Please return completed form to:**

**Property Services**

**Penallta House**

**Tredomen Campus**

**Ystrad Mynach**

**CF82 7PG**

**Email: [property@caerphilly.gov.uk](mailto:property@caerphilly.gov.uk)**

**Phone: (01443) 863333**

*Please ensure you complete all elements of the form*