

Scoring Matrix			
Site applied for			
Offer submitted by			
Criteria	Comments	Score	Score based on evidence submitted
Q3. Rental Offer to the Council Given as a figure for the whole year		/40	Maximum points will be awarded to the highest annual rental offer. All other offers will be scored on the basis of: 40 x your rental offer/highest rental offer
Q4. Proposed Business		Pass/Fail	No score. Please note there are prohibited uses and should you include these as part of your submission this will be deemed as a FAIL.
Q5. Business Plan Evaluation of the proposed business and the business plan. This must include a brief description and profit and loss		/40	0 - No detail provided 10 - Basic level of detail given/no independent thought 20 - Good level of detail; a sufficient understanding of requirements and an indication of a cost analysis. Further detail possible 40 - Excellent description of proposed business with full understanding of income and expenditure and detailed cost analysis
Q6. Equipment Details of equipment to be used, to include photographs.		Pass/Fail	Provide a FULL list of all equipment you propose as part of this concession. Your response will be assessed to determine whether this meets the needs of your proposal and could result in a FAIL.
Q7. Part A -Experience/Qualifications Details of previous business experience and any relevant qualifications.		/20	0 - No previous experience or qualifications 5 - Limited previous experience and basic qualifications 10 - Good level of previous experience and sufficient qualifications 20 - Excellent previous experience and qualifications
Q7. Part B -Experience/Qualifications Details of previous business experience and any relevant qualifications.		For Information	If you answer No to any questions, you understand you will be required to have these in place prior to any granting of the licence.
Q8. Reference		Pass/Fail	A licence will not be granted unless at least 2 satisfactory references have been obtained.
Total		/100	In the event of two or more offers scoring the same, the offer with the least 0 scores will be successful. Should there be more than one offer with the same amount of 0 scores, the least amount of 5 scores will be successful. This process will continue with 10/15/20/etc scores until a successful offer is found.
Please Note:			
The Council reserves the right to reject offers without explanation if the proposed business is not deemed appropriate for the site.			
Rejection will also be applicable if: required information is omitted; any forms are unsigned/undated; previous business dealings are deemed unsatisfactory.			