

London Borough of Enfield

Application form for bidding for local authority grant funding (retained Right-to-Buy receipts).

There are four sections and a declaration form:

- **Section A – Organisation and contact details**
- **Section B – Scheme proposal**
- **Section C – Funding**
- **Section D – Deliverability**
- **Section E - Declaration**

Please answer each question and sign the Declaration.

Please email the completed application form to housingdevelopment@enfield.gov.uk and also post a copy to: Housing Development and Renewal, B Block South, Civic Centre, Silver Street, Enfield, EN1 3XA

We will acknowledge receipt by email within five working days.

SECTION A: ORGANISATION AND CONTACT DETAILS

Name of organisation	
Postal address	
Name(s) and job title of key contacts for this bid	
Contact telephone number(s)	
Email address(es)	
Registered Provider Status (and most recent ratings)	
GLA Investment Partner status	
Number of homes in management in Enfield	

SECTION B: SCHEME PROPOSAL

B-1 Site name and address (must include postcode)

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(Please attach location and site plan)

B-2 Scheme type

(✓)

1	Acquisition & works	
2	Works only	
3	Off the shelf	
4	Purchase & repair	
5	Other (please specify):	

B-3 Dwelling details of proposed scheme

Number of dwellings by type (house, flat, etc.) and size (number of bedrooms, maximum person occupancy, number of habitable rooms, internal floor area)

Number of dwellings	Type of dwelling	Number of beds and persons	Habitable rooms per dwelling	Internal floor area (sqm)	Fully wheelchair accessible	Tenure
TOTALS:						

B-5 Design statement

Schemes must meet London Design Guide and London Borough of Enfield Local Plan requirements.

SECTION C: FUNDING

C-1 Financial assumptions

The funding available is from retained Right to Buy receipts and can only be used to fund acquisition, or development of affordable homes for rent. On larger schemes the Council would be looking for a mix of tenures so cost and funding sources for these other homes must be included in this section.

Cost Item	Affordable rent (£)	LCHO (£)	Private sale (£)	Other (£)	TOTAL (£)
A. Land cost					
B. Build cost					
C. On costs					
D. Total Scheme Costs (TSC)					

Funding source ⁽¹⁾	(£)	(£)	(£)	(£)	(£)
E. Funding / Receipts ⁽²⁾					
F. Provider contribution ⁽³⁾					
G. Other public subsidy ⁽⁴⁾					
H. LA Grant required					
I. LA Grant as % of TSC					

(1) Scheme cannot show a deficit (total funding must not be less than TSC);

(2) Funding / Receipts – provider borrowing or other non-subsidy source of funding (Affordable Rented), Receipts (from LCHO and Private Sale sales);

(3) Provider Contribution – not included in E (for e.g. cross subsidy from sales), can be negative in LCHO & Private Sale columns to show surplus

(4) Other Public Subsidy – State Aid rules mean affordable rent dwellings funded with this LA grant funding cannot have any other public subsidy (e.g. GLA grant) contributions, other than discounted land.

C-2 Grant claims forecast

Event/Milestone	Claim date (mm/yyyy)	Claim amount (£)
Exchange of contracts		
Completion		
Start on site		
Practical completion (100%)		
TOTAL GRANT		

(1) Please provide details of anticipated expenditure for each financial quarter. See, “London Borough of Enfield – Local Authority Affordable Housing Grant Funding 2016, Worked Example”, which is enclosed.

(2) A scheme completion return will be required after practical completion

SECTION D: DELIVERABILITY

D-1 Indicative programme

Please provide an indicative programme for delivery of the dwellings:

Event/Milestone	Date(s) / Timeframe
Site acquisition	
Planning pre-application consultation	
Planning application submission	
Planning consent	
Start on site	
Practical completion	

(You can also attach a detailed MS Project or equivalent programme)

D-2 Risk log

Please provide details of any high level risks to delivery.

RISK	CONSEQUENCE	MITIGATION

D-3 Delivery statement

Please provide a delivery statement, not exceeding 300 words explaining, how you will achieve planning permission, the expected construction period, and your quality management system to ensure the homes are delivered on time, within budget and to the required quality.

SECTION E: DECLARATION AND ACCEPTANCE OF HEADS OF TERMS

This section is a working draft pending input from the Council's Legal Services

I/We declare that:

1. This is a bona fide bid, intended to be competitive, and represent the actual costs that would be eligible for grant funding
2. To the best of our knowledge the information in this bid is correct and accurate.
3. The organisation is of good business standing and there are no current business disputes or investigations that could affect the organisation and there is no reason I/we are aware of that would make the organisation ineligible for grant funding
4. The organisation will accept the terms and conditions of the grant funding and understand we have to enter into to a **Grant Agreement** and a **Nomination Agreement** as a condition of accepting the grant funding

In this certificate, the word 'person' includes any persons or any body or associated, corporate or unincorporated, and 'any agreement or arrangement' includes any such transaction, formal or informal, and whether legally binding or not.

Dated this **day of** **20**.....

Signature

Name *(Please print)*

Position

For and on behalf of
(Name of bidding organisation)

NOTE: REFUSAL TO GIVE THIS DECLARATION AND UNDERTAKING MEANS THAT YOUR BID FOR GRANT FUNDING WILL NOT BE CONSIDERED.