



Community Right to Challenge: Expression of Interest

Before completing the form, please contact us to confirm which annual cycle is appropriate for your challenge. This will vary from case to case as existing contracts may be in place for the relevant service which may impact when HBC are able to consider your expression of interest:

Please ensure you understand what is required by reading the accompanying step by step guidance and other supporting information available on the HBC website (including definitions of a relevant body and information about excluded services): www.hastings.gov.uk/righttochallenge

The Community Right to Challenge is just one way you can tell us about any ideas you may have about running HBC services. You can also contact the service directly, speak to your local councillor, or contact us using details on the HBC website.

About your organisation

Your organisation must be a relevant body.

1. Name of your organisation (mandatory)

2. Address of your organisation (mandatory)

3. What type of relevant body is your organisation? (mandatory)

Please mark your answer with an 'X' in the box

A voluntary or community body	
A body of persons or a trust which is established for charitable purposes only	
A parish/town council	
Two or more employees of HBC (the 'relevant authority')	

Any other person or body specified by the Secretary of State by regulations	
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4. Please provide information which proves that your organisation is a relevant body (mandatory)

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5. Brief history and guiding mission of your organisation

You do not need to answer this question, but the information will help us to understand your proposal.

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6. Please provide information about the financial resources of the relevant body (mandatory)

Please note: Financial information is also required for any organisations that you may propose to form a consortium with to deliver the service and/or any sub-contractors you may propose to use to deliver the service. You should provide this information in the relevant section of the form (questions 7c and 8c).

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Consortiums

7.a Are you submitting this expression of interest as a consortium with another organisation(s)? (mandatory)

Please mark your answer with an 'X' in the box

Yes	
No	

If you answered 'yes' to question 7a, you must complete questions 7b – 7d.

If you answered 'no' to question 7a, please go on to question 8.

7.b Consortium member organisation name(s)

If you answered 'yes' to question 7a, please complete this question.

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7.c Please provide information about the financial resources of the proposed consortium member(s)

If you answered 'yes' to question 7a, please complete this question.

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7.d How will you work together as a consortium and what role will each organisation play?

If you answered 'yes' to question 7a, please complete this question.

You do not need to answer this question, but the information will help us to understand your proposal.

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Sub-Contractors

8.a Does your challenge propose to use a sub-contractor(s) to deliver the service? (mandatory)

Please mark your answer with an 'X' in the box

Yes	
No	

If you answered 'yes' to question 8a, you must complete questions 8b – 8d.

If you answered 'no' to question 8a, please go on to question 9.

8.b Sub-contractor organisation name(s)

If you answered 'yes' to question 8a, please complete this question.

8.c Please provide information about the financial resources of the proposed sub-contractor(s)

If you answered 'yes' to question 8a, please complete this question.

8.d How will you work together with your sub-contractor(s) and what role will each sub-contractor play?

If you answered 'yes' to question 8a, please complete this question.

You do not need to answer this question, but the information will help us to understand your proposal.

Your challenge

9. Which East Sussex County Council service does your expression of interest relate to? (mandatory)

10.a What geographical area does your expression of interest relate to? (mandatory)

Please mark your answer with an 'X' in the box

All of East Sussex	
A specific area of East Sussex	

Other area	

If you answered 'specific area' or 'other area' to question 10a, you must complete question 10b.

If you answered 'all of East Sussex' to question 10a, please go to question 11a.

10.b Please provide further details if your expression of interest relates to a specific geographical area

If you answered 'specific area' or 'other area' to question 10a, please complete this question.

Outcomes

Please provide information about the outcomes to be achieved by the relevant body or consortium in providing or assisting in the provision of the relevant service.

11.a How will the provision or assistance promote or improve the social, economic or environmental wellbeing of the area? (mandatory)

11.b How will service users' needs be met? (mandatory)

If possible, please use evidence to demonstrate this.

11.c Please add any other information you would like us to consider about outcomes to be achieved in providing the service

You do not need to answer this question, but the information will help us to understand your proposal.

Capability to provide the service

If Hastings Borough Council accepts your expression of interest, a procurement exercise will take place in relation to the relevant service. At the time of this procurement exercise, the relevant body/consortium/sub-contractor must be capable of providing or assisting in providing the relevant service.

- 12. Please provide evidence which demonstrates that the relevant body/consortium/sub-contractor will have the capability to provide the relevant service by the time of any procurement exercise that may result from this expression of interest (*mandatory*)**

Staff engagement

Only complete this question if your relevant body is a group of two or more Hastings Borough Council staff.

- 13. Please provide details of how the relevant body proposes to engage other employees of Hastings Borough Council who are affected by the expression of interest**

Supporting material

If there is any documentation you would like to share with us to support your expression of interest please attach it to the email along with this form. *Please refer to any attached documentation within the relevant section of the expression of interest form. This will help us to understand how the document supports your challenge.*

Contact details

Please provide contact details for representatives from the relevant body who we can liaise with regarding this expression of interest.

Preferred contact:

Name	
Phone number	
Email address	
Address	

Second contact:

Name	
Phone number	
Email address	
Address	

Confirmation:

Please enter your name and the date to confirm that the expression of interest form is complete.

Name		Date	
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Returning the completed form:

- **Please return completed forms to:
Continuous Improvement and Democratic Services team
Muriel Matters House
Breeds Place
Hastings
East Sussex
TN37 6QT**

For enquiries please email righttochallenge@hastings.gov.uk. or call 01424 451482 or 01424 451485.