

Thank you for registering an interest in the lease and operation of the Antlers. The Jura Development trust (JDT) hope you will follow this with an application to become the lessee which will be awarded by evaluation of business proposals at the end of January.

Business Proposal to be submitted by Monday 25th January 2021.

Introduction

The Jura Development Trust (JDT) purchased the Antlers building on behalf of the community of Jura in July 2003 with funding from The Scottish Land Fund. An additional piece of land to the rear was purchased, again with grant aid from The Scottish Land Fund in January 2005.

The Antlers was refurbished and reopened in 2009 funded by Highlands and Islands Enterprise, The Big Lottery, LEADER and several private funders. Some of the conditions relating to the grant funding including provision for craft sales and an interpretation area remain in place, are shared with the lessee and will feature in the lease for the building.

This document lays out the basic terms and conditions of leasing the facility and acts only as a guide to you in helping provide information on which you can prepare and submit your business proposal to us.

Points to consider and or address:-

Café / restaurant – Internal seating is provided for up to 28 and externally for 18 and comes fully equipped

Retail area – One of the conditions of grant funding the lessee will share responsibility with the JDT for, is to provide an outlet for the sale of locally produced products. This has been defined as produced by fulltime residents of the island. We appreciate that the successful lessee may wish to stock and sell their own range of gifts and souvenirs but they will not be able to compromise the sale of local goods in the process.

Interpretation Area – This will feature displays of local information and Jura Heritage and remain the responsibility of the JDT. The aspiration of the JDT is to provide changing, themed displays in the Interpretation area which will act also as the main entrance to the facility. We would seek to work with the successful lessee on the themes and use the displays to encourage people into the facility.

Environmental - This is another area of shared responsibility for the JDT and lessee. The refurbishment of the building involved improvements to the thermal insulation and a new wood burning stove was installed. We would ask that you advise us on how you will address a recycling and minimise the carbon footprint of the business.

Licensing – The JDT's preference is for the building to be unlicensed (In fact we have been advised that you may find it difficult to get one and that costs may be

prohibitive). At the same time we wish the business to be successful and sustainable and if the business plan requires it would not object but ask that you discuss the detail of this with us.

Child and Community friendly – The Antlers is a community owned building and a shared responsibility for the JDT and lessee is that the community are prime users (Being child friendly is judged to be critical to this). We would ask how you would propose to achieve this. We would also ask for your proposals on how the Antlers could be used by the community and in partnership with community organisations over and above day to day operations and particularly in the winter season (please also see the next point)

Winter – The JDT's preference is for the Antlers to be open 12 months of the year but we appreciate that demand is reduced in winter and reduced opening is likely. The JDT wish to know if there are ways of joint working which might maximise winter trade to the mutual benefit of both parties? The organisation of small conferences, events, or promotions, might be something which could be considered. We would welcome ideas where community groups are considered for partnership working.

The Lease – Will be awarded for an initial 1 year period, with the potential to move to a 3 year term in the future. The award will be made on a competitive basis which will include comparison of the income to the JDT and areas highlighted above. The first years lease of £5200 is expected to be paid quarterly in advance, with the first payment of £1300 due on 1st March 2021. Rent usually increases incrementally on an annual basis taking inflation into account. Any such proposed increase is discussed with tenants in advance.

Guidance for tendering for the lease:-

Although we are confident that you will know how to prepare a business proposal, we would like to detail a few points that we would like to ensure are addressed:-

- Operation – how will you run the facility, how will it be staffed, have you identified any training needs and what experience have you?
- What will your opening times be and how do you propose to address seasonal issues?
- How will your model support the community / offer something of benefit to the community (both in terms of ordinary operation and during the winter)?
- What style of catering do you propose?
- How do you propose to meet the shared responsibilities for the sale of local goods?
- How will you support the Interpretation aspect of the facility?
- What marketing will you undertake?
- A business plan including, projected cash flow account and demonstration of sufficient start up capital.
- Any proposals to ensure the business is sustainable or for future development.
- Risk assessment.

Responsibilities:-

These are some basic responsibilities which you may wish to consider at this stage in order for you to be able to provide accurate assumptions in your business plan.

The JDT will be responsible for insurance of the building. The Tenant will be responsible for all other insurances pertaining to the business e.g. all contents and fixtures and fittings, public liability, employer's liability etc.

1. The JDT will be responsible for repair and maintenance of the building only. The Tenant will be responsible for all other repairs and maintenance of all fixtures, fittings, furnishings both internal and external. In addition they will assume responsibility for repair and maintenance of all white goods and kitchen equipment as provided by the Trust..
2. The Tenant will be responsible for making sure that they have all regulatory health and safety and food hygiene certificates etc.
3. The Tenant will be responsible for paying all utility bills, septic tank, council tax etc..
4. The Tenant will be responsible for having all necessary licences in place.

It is our intention to award the lease at the end of January and for the Tenant to take over the lease from 1st March 2021.

We are aware that the current situation around the coronavirus pandemic is likely to have an impact on trading in 2021. We would welcome an innovative approach to what can be delivered in a safe manner and would be happy to talk about different models and services that you might be considering and the ways the JDT might support the successful applicant through this time.