DTNI CAT PROCESS

STAGE 1

Trawl
3 WEEKS

LPS issues D1 (disposal of surplus asset) to DTNIl

DTNI circulates D1 to members & TSO

DTNI confirms CAT interest to LPS by end of trawl period

CAT Questionnaire
8 WEEKS

LPS issues bespoke expression of interest questionnaires to DTNI

DTNI shares EOI questionnaire responses with input from DfC where required

DTNI assists TSO in completion of questionnaire & in seeking confirmation of a sponsor body

DTNI submits questionnaire & sponsor body confirmation to LPS

Review
4 WEEKS

LPS sends questionnaire to asset owner and DfC

Asset owner reviews questionnaire responses with input from DfC where required

Asset owner makes decision on whether to proceed to Stage 2. If a number of organisations submit a questionnaire, the asset owner decides which organisation is successful in proceeding

LPS informs DTNI of asset owner's decision following questionnaire review, and of asset owner's preferred transfer option

DTNI informs TSO of decision & asset owner's preferred transfer option

STAGE 2

Business Plan
4 MONTHS

DTNI liaises with TSO to establish key milestones & target dates

DTNI submits key milestones & dates to LPS for asset owner's review & approval

DTNI assists TSO in appointing professionals for feasibility assessment & business plan development. Often involves assistance in securing funding in advance

DTNI liases with LPS, asset owner, TSO, and sponsor body to assist with business plan development and to request information including title pack, valuation etc.

TSO prepares business plan with support of business development professional based on preferred transfer option & key milestones

LPS, DfC & asset owner monitor progress against key milestones

Asset owner undertakes a review of completed business plan with input from LPS and DfC

Business Case
2 MONTHS

LPS provides current valuation to asset owner

DfC appoint a consultant from SIB to work with the asset owner/ disposing body and TSO to develop the business case/ Green Book appraisal

Asset owner prepares business case to confirm decision to dispose and/or to approve capital investment

Sponsor body provides input to asset owner's business case to confirm basis of sponsorship

DfC monitors progress against key milestones

STAGE 3

Approve & Transact
APPROVE & TRANSACT

Asset owner approves business case

Asset owner instructs legal team to complete transaction with TSO

LPS
Land & Property Services

DTNI
Development Trusts NI

TSO
Third Sector Organisation

DfC
Department for Communities

SIB
Strategic Investment Board