

# TO LET BY WAY OF INFORMAL TENDER

## LOCK-UP RETAIL SHOP UNIT

**23 IRLAM ROAD, BOOTLE L20 4AE**  
(approx. 70.6 sq.m.)



Strategic Asset Management  
Ground Floor  
Magdalen House  
30 Trinity Road  
Bootle  
L20 4NJ  
Email: [property.management@sefton.co.uk](mailto:property.management@sefton.co.uk)

Ref: Asset483/PE2664/MJF

## **MISREPRESENTATION ACT 1967**

Sefton Council, as lessor, hereby gives notice that the information provided in these particulars is provided on the following conditions:

1. These particulars are set out as a general outline only, for the guidance of intending lessees and do not constitute an offer or contract, or part of an offer or contract.
2. All statements contained in these Particulars as to the premises are made without responsibility on the part of the Lessor. All descriptions, dimensions and references to this property's condition and any necessary permission for use and occupation, and any other relevant details, are given in good faith and are believed to be correct. However, any intending tenants should not rely on them as statements or representations of fact but satisfy themselves of their correctness by inspection or otherwise.
3. The Lessor does not make or give, nor has any person in the employment of the Lessor, any authority to make or give any representations or warranty whatsoever in relation to the property.

## **ANTI-MONEY LAUNDERING**

To comply with our legal responsibilities for Anti-Money Laundering, it will be necessary for the successful bidder to provide information necessary to complete these checks before the deal is completed. Information required will include:

- Corporate structure and ownership details.
- Identification and verification of ultimate beneficial owners.
- Satisfactory proof of the source of funds for the lessee.

## **23 IRLAM ROAD, BOOTLE L20 4AE**

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## **23 IRLAM ROAD, BOOTLE L20 4AE**

### **1.0 Introduction**

- 1.1 Sefton Council invites annual rent offers for a five-year lease of 23 Irlam Road, Bootle.
- 1.2 The property comprises a small lock-up shop (approx.70.6 sq.m.) in a mixed-use retail parade in the heart of an established residential area in Bootle. Street parking is available to the front and there is a service yard at the rear of the shops for tenants use only.
- 1.3 The shop is being offered to let on a business tenancy for a lease-term of five-years with the tenant being responsible for keeping the property in good repair (with the exception of the roof, load-bearing walls and other main structures). The tenant will be responsible for obtaining buildings, contents and public liability insurance. The insurance to include plate glass, windows, doors and fixtures and fittings.

### **2.0 Location**

- 2.1 The shop enjoys an end-terrace position within a small retail parade of eight shops. Neighbouring shops include a pet shop, newsagent, gym, pilates studio, hairdressers & beauty salon and a former betting shop. Please note that bids from any competing users will not be considered.
- 2.2 Enjoying a high level of passing traffic and also lying within an established residential neighbourhood, this unit presents an excellent opportunity for a new or established business to prosper.
- 2.2 The location of the parade lies 0.75 miles north of Bootle centre. See 'Location Plan' at Appendix A.

### **3.0 Description**

- 3.1 23 Irlam Road is an end-terraced unit on the parade and offers a single fronted position – refer to site plan Appendix A. It was most recently used as hot food takeaway.
- 3.2 The property comprises a single storey lock up shop with a retail area of approximately. 70.6 sq m plus rear storage and a WC. At the front is a door and shop frontage with 3 manual roller shutters. Doors lead to the side of the property and to the service yard at the rear of the shopping parade. The rear door has an external manual roller shutter.
- 3.3 Previously used as a take-away the unit is suitable for a variety of retail uses (subject to Council and Planning approval).
- 3.4 Electricity, water and gas are available to the premises and will be subject to separate metering with the relevant statutory authorities. Interested parties are recommended to carry out their own inspection and make the necessary checks with the relevant utility companies to

verify the position. The gas supply has been disconnected and the meter removed due to unpaid debts from the previous tenant. The Council will work with the successful tenderer to secure reconnection of the supply and an appropriately sized meter, but this may delay occupation of the property.

- 3.5 The premises are available to view between 10 am and 11.30 am on Tuesday 2 June and Tuesday 23 June, 2026. Confirmation of appointment may be made with Mike Forster, Interim Senior Estates Surveyor, who can be contacted on 07812 097107 or by email at: [mike.forster@sefton.gov.uk](mailto:mike.forster@sefton.gov.uk)

#### **4.0 Planning**

- 4.1 The premises lie within an area that is allocated as primarily residential and therefore most types of retail use would be acceptable to the Council. Consideration will be given to tenders for alternative uses for which planning permission may be required. Note that changes to signage will require prior written consent from the Council as landlord and separately as the local planning authority.

#### **5.0 Services and Premises Investigations**

- 5.1 Prospective tenderers should make their own investigations, enquiries and searches regarding the availability of utility services etc together with all other matters affecting the premises in order to establish that they are suitable for the intended use.
- 5.2 Upon submission of a tender to lease the premises, the submitting party is deemed to have full knowledge of all the facts relating to the premises and, in addition, will have the responsibility of having already satisfied himself/herself as to the availability of any necessary finance prior to submitting a rental offer.
- 5.3 The Rateable Value of the premises is £5,300 (w/e/f 1 April 2023), increasing to £5,800 on 1 April 2026. Please contact the Business Rates section on 0151 934 4360 for details of rates payable and any rate relief that may be applicable to this property (note that small businesses may be charged a lower rate).
- 5.4 The incoming tenant will be responsible for the payment of all outgoings associated with the premises plus buildings and contents insurance.
- 5.5 The Council will undertake works to make the unit statutorily compliant prior to the granting of the lease and that the Tenant will be required to hand the premises back in a statutorily compliant condition.

#### **6.0 Terms and Conditions for Lease**

- 6.1. The premises shall be as shown edged red on the Location Plan at Appendix A.

- 6.2 The Lease will be for a term of five years commencing from a date to be agreed.
- 6.3 The Lease will be a standard business tenancy with protection under the Landlord and Tenant Act 1954, Part II.
- 6.4 The rent offered to the Council will be payable quarterly in advance, exclusive of VAT and all other outgoings. Note that the Council has not elected to charge VAT on the rent at this property.
- 6.5 The Tenant will be responsible for the payment of rent, VAT, business rates, insurances, taxes and any other outgoings that may be levied in respect of the premises.
- 6.6 The premises will be used only for purposes approved by the Council as the Landlord owner and, separately, as the Planning Authority.
- 6.7 The Tenant will be responsible for keeping the premises, with the exception of the roof, load-bearing walls and other main structures in good repair to the Council's reasonable satisfaction, throughout the period of the Lease. Note that the property does not have a security alarm and has manually operated roller-shutters to the shop frontage and the rear door.
- 6.8 The Tenant must keep the premises in a clean and tidy condition. Upon termination of the Lease the Tenant will surrender the premises in no worse condition than at commencement, to be evidenced by a photographic Schedule of Condition entered into between the parties. Upon lease expiry, the Tenant will be responsible for the removal of all approved signs, additions and structures erected on the premises, if required to do so by the Council.
- 6.9 No alterations can be undertaken without prior written consent from the Landlord.
- 6.10 The Tenant shall paint the premises internally and externally at least once during the term of the Lease. The paint scheme shall be agreed with the Council prior to commencement of painting.
- 6.11 The parties to the Lease shall agree an Inventory upon commencement of the Lease detailing any fixtures and fittings.
- 6.12 The Tenant shall be responsible for the security of the premises and any items stored therein.
- 6.13 The Tenant will indemnify the Council against all costs, claims, damages etc arising out of the use and occupation of the premises and shall provide evidence of such Third Party and Public Liability insurance cover upon demand.

- 6.14 The Tenant will be responsible for buildings insurance for the full reinstatement value of the premises and shall provide evidence of such insurance cover on demand.
- 6.15 The Tenant will ensure that no nuisance or annoyance is caused to adjoining owners, tenants, or occupiers.
- 6.16 The Tenant must provide the Council with two contact names, addresses and telephone numbers in case of emergencies.
- 6.17 The Lease shall be personal to the Lessee (Tenant) and shall not be capable of assignment or sub-letting without Council consent, consent not to be unreasonably withheld.
- 6.18 The Tenant will be responsible for obtaining all necessary Statutory Approvals in connection with the use of the premises.
- 6.19 The Tenant will be responsible for electricity, any alarm, the roller shutter doors and any emergency lighting, and to provide evidence of such certification to the Council upon renewal and on demand.
- 6.20 The Tenant must comply with all Statutory Regulations, Acts and Health and Safety Legislation in connection with the occupation and use of the premises.
- 6.21 The Tenant shall not be permitted to erect any signage without the prior written consent of the Council as Landlord and Planning Authority.
- 6.22 All other terms and conditions as contained in a Lease to be prepared by the Head of Corporate Legal Services.

## **7.0 Costs**

- 7.1 The ingoing Tenant must pay the Council's professional fees, as follows:
- Surveyors Fees - 10% of the annual rent (minimum £500.00)
  - Legal Fees - £650 for preparation of the legal documentation

## **8.0 Submitting a Tender**

- 8.1 The Council invites tenders for a Lease period of 5 years for the lock up unit at **23 Irlam Road, Bootle L20 4AE**.
- 8.2 Tenderers are invited to fully complete the Tender Form which is incorporated in this document, and which must be **returned by email only to [mike.forster@sefton.gov.uk](mailto:mike.forster@sefton.gov.uk) no later than 12 NOON ON FRIDAY 3<sup>rd</sup> July 2026.**

**Please mark the title of the e-mail 'Tender Submission Confidential – 23 Irlam Road'**

- (a) Only offers of fixed specific amounts will be considered.
  - (b) The Council does not undertake to accept the highest or any offer.
  - (c) The Council by the issue of these Particulars of Tender and the receipt of any and every tender pursuant thereto, declare that it is not the intention to enter into a legal relationship with or accept any contractual or other duties towards any tenderer and these Particulars of Tender and any such tender received pursuant thereto are merely an Invitation to Treat.
  - (d) Upon the submission of an offer the tenderer will be deemed to have full knowledge of all the facts relating to the concession.
- 8.3 The Council wishes to let the premises known as **23 Irlam Road, Bootle L20 4AE** on a five-year lease from a date to be agreed. The letting is to be by informal tender.
- 8.4 Prospective tenderers must complete and submit the Tender Form at the end of these particulars (see Appendix C) and all the questions must be answered.
- 8.5 The deadline for receipt of email tenders by the Council is no later than **12 noon on Friday 3rd July 2026**.
- 8.6 The Council does not bind itself to accept the highest or any tender.
- 8.7 The Council will only accept offers submitted on the attached Tender Form and any side letters or offer letters will not be considered.
- 8.8 Only offers of fixed specific rent amounts will be considered.
- 8.9 The Council, by the issue of these Particulars and the receipt of any and every tender pursuant thereto, declares that it is not the intention to enter into a legal relationship with or accept any contractual or other duties towards any tenderer, and these Particulars and any such tender received pursuant thereto is merely an invitation to treat.
- 8.10 The Council will, under no circumstances, be responsible for the payment of any surveyors, agents or solicitors' fees or commissions.
- 9.0 Additional Information & Viewing**
- 9.1 Should you have any questions in relation to the submission of your Tender, please contact Mike Forster on 07812097107 or by e-mail at [mike.forster@sefton.gov.uk](mailto:mike.forster@sefton.gov.uk) .
- 9.2 Inspection of the premises is by **attendance on the following viewing dates and times 10am to 11.30am on Tuesday 2<sup>nd</sup> and 23<sup>rd</sup> June 2026**. Confirmation of appointment may be made by contacting Mike Forster on 07812 097107 or by e-mail at [mike.forster@sefton.gov.uk](mailto:mike.forster@sefton.gov.uk) .

If he is not available, contact: [property.management@sefton.gov.uk](mailto:property.management@sefton.gov.uk).

## **10.0 Freedom of Information Act 2000**

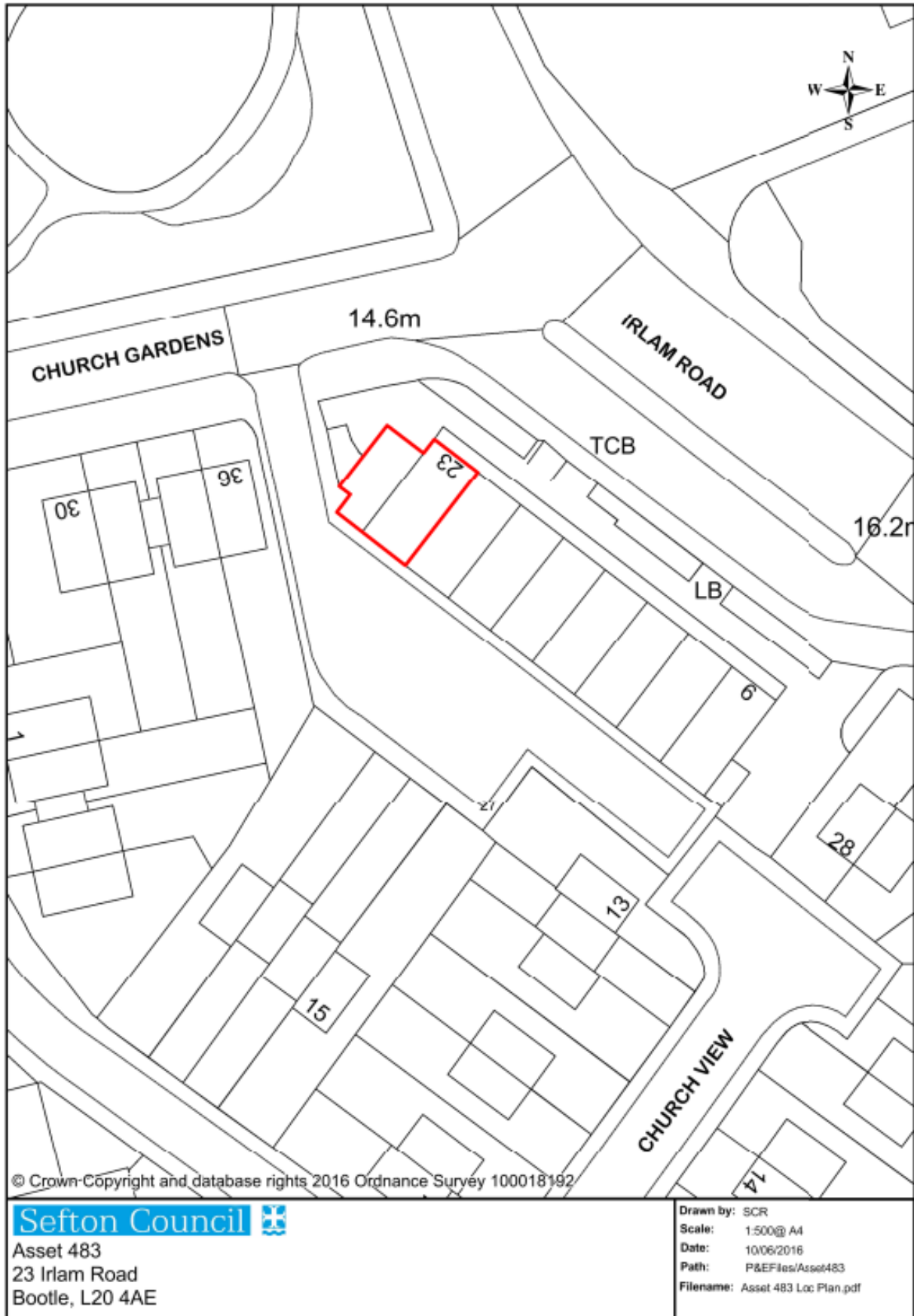
10.1 Please note that under the provisions of the Freedom of Information Act 2000, it may be a requirement for the Council to divulge information to third parties.

## **11.0 Form of Tender**

11.1 All tenders must be submitted on the Council's standard form of tender – please refer to the Tender Form at Appendix C (below).

## Appendix A - Plan

23 Irlam Road, Bootle – edged in Red on Plan – Not to Scale



## Appendix B – Energy Performance Certificate

# Energy Performance Certificate

Non-Domestic Building



23, Irlam Road  
BOOTLE  
L20 4AE

**Certificate Reference Number:**  
0320-0236-7819-1696-2002

This certificate shows the energy rating of this building. It indicates the energy efficiency of the building fabric and the heating, ventilation, cooling and lighting systems. The rating is compared to two benchmarks for this type of building: one appropriate for new buildings and one appropriate for existing buildings. There is more advice on how to interpret this information on the Government's website [www.communities.gov.uk/epbd](http://www.communities.gov.uk/epbd).

### Energy Performance Asset Rating

More energy efficient

A+

..... Net zero CO<sub>2</sub> emissions

A 0-25

B 26-50

C 51-75

D 76-100

E 101-125

F 126-150

G Over 150

Less energy efficient

◀ 135 This is how energy efficient the building is.

### Technical Information

Main heating fuel: Grid Supplied Electricity  
Building environment: Heating and Natural Ventilation  
Total useful floor area (m<sup>2</sup>): 94  
Building complexity (NOS level): 3  
Building emission rate (kgCO<sub>2</sub>/m<sup>2</sup>): 284.43

### Benchmarks

Buildings similar to this one could have ratings as follows:

35 If newly built

102 If typical of the existing stock

### Green Deal Information

The Green Deal will be available from later this year. To find out more about how the Green Deal can make your property cheaper to run, please call 0300 123 1234.

## Administrative Information

This is an Energy Performance Certificate as defined in SI 2007:991 as amended.

<b>Assessment Software:</b>	ISBEM v5.2.d using calculation engine SBEM v5.2.d.2
<b>Property Reference:</b>	211822670000
<b>Assessor Name:</b>	Stephen Edwards
<b>Assessor Number:</b>	EES/018407
<b>Accreditation Scheme:</b>	Elmhurst Energy Systems
<b>Employer/Trading Name:</b>	Edwards Energy Direct Ltd
<b>Employer/Trading Address:</b>	33 Lowcroft, Ashurst, Skelmersdale, Lancashire, WN8 6TY
<b>Issue Date:</b>	30 Jun 2016
<b>Valid Until:</b>	29 Jun 2026 (unless superseded by a later certificate)
<b>Related Party Disclosure:</b>	Not related to the owner.

**Recommendations for improving the property are contained in Report Reference Number: 0291-9267-1640-3800-2603**

## If you have a complaint or wish to confirm that the certificate is genuine

Details of the assessor and the relevant accreditation scheme are on the certificate. You can get contact details of the accreditation scheme from the Department's website at [www.communities.gov.uk/epbd](http://www.communities.gov.uk/epbd), together with details of the procedures for confirming authenticity of a certificate and for making a complaint.

## Opportunity to benefit from a Green Deal on this property

The Green Deal can help you cut your energy bills by making energy efficiency improvements at no upfront costs. Use the Green Deal to find trusted advisors who will come to your property, recommend measures that are right for you and help you access a range of accredited installers. Responsibility for repayments stays with the property – whoever pays the energy bills benefits so they are responsible for the payments.

To find out how you could use Green Deal finance to improve your property please call 0300 123 1234.

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**Appendix C – Form of Tender**

**LOCK UP UNIT AT 23 IRLAM ROAD, BOOTLE, L20 4AE**

Name/Company.....

Address.....

.....

Telephone Number .....

Mobile Number .....

Email .....

Hereby Offer The Sum Of £ .....Per Annum (In Figures)

.....

.....Per Annum (In Words)

For A Lease of Lock up Unit at 23 Irlam Road, Bootle, L20 4AE

For a Term of FIVE Years

Referees - Names and Addresses of two Persons who can refer to your Financial, Personal or Business status. In addition, please supply the address of your Bank, including Details of Sort Code and Account Number, who the Council will approach for a Bank Reference:

1. Reference .....

.....

.....

2. Reference .....

.....

.....

3. Bank name .....

Sort code .....

Account number .....

Account name .....

Signature.....

Date.....

The Council does not bind itself to accept the highest or any Tender.

Only Offers of fixed specific amounts will be considered.

Tender forms and supporting information to be returned by email to:

[mike forster@sefton.gov.uk](mailto:mike.forster@sefton.gov.uk) by 12 Noon on Friday 3<sup>rd</sup> July 2026.

Emails must include In the Subject Field/Line – ‘Tender Submission Confidential – 23 Irlam Road’