



INFORMATION PACKAGE

Expression of interest to occupy the former Awaba Community Hall

Information for applicants

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Expression of interest for opportunities at Awaba

This information package provides an overview of the application process for lodging an expression of interest (EOI) to occupy Crown land used formerly as the Awaba Community Hall on Lot 1 Section 4 DP 758041 (off Brisbane Street) at Awaba. The package also describes the criteria against which all applications will be assessed.

The site

The Crown land covers an area of 1,016 square metres and comprises a single storey building and grounds.

Access to the site is via Brisbane Street Awaba, which is a Crown public road.

The Crown land is currently a reserve for “community purposes”. We will consider uses for the land that are compatible with or have no greater impact on the land than the reserve purpose.

The zoning of the site is B1—Neighbourhood Centre under the *Lake Macquarie Local Environmental Plan 2014*. Refer to www.planningportal.nsw.gov.au for permitted uses in the zone. We encourage you to contact the local council for advice on the planning pathway for any proposed use.



Figure 1. Location of expression of interest opportunity at Awaba

Proposed occupation

The Department of Planning, Industry and Environment will consider EOIs to occupy the site for community-related purposes. The occupation will commence from a date to be confirmed, following consideration of the EOIs and completion of administrative actions to formalise occupation.

We may consider proposals that involve the approval of a development application (DA) by the planning consent authority (likely to be Lake Macquarie City Council) prior to occupation. You will need landowner's consent from the department prior to lodging a DA with Council. If your EOI is successful, you are solely responsible for identifying the appropriate planning pathway to enable occupation, and for the preparation of all documentation, plans, specifications, environmental assessments and fees and charges associated with a DA.

The department reserves the right for the site to be occupied by another party pending site investigations and would favourably consider, if feasible, shared/joint/co-location opportunities with other user groups.

The legislative authority under which the department operates for occupation of the site will be in accordance with the provisions of the *Crown Land Management Act 2016*, *Aboriginal Land Rights Act 1983* and *Native Title Act 1993* (Cwlth).

The site is currently subject to undetermined Aboriginal land claims (ALCs). Depending on the type of tenure instrument, occupation may be limited to a term not exceeding three years (for a lease). Alternatively, the ALCs may need to be determined, withdrawn or the consent of the claimant Land Council obtained by the successful EOI applicant prior to occupation.

EOI applicants are responsible for identifying and complying with all other relevant legislation, such as the *Work Health and Safety Act 2011*, *Environmental Planning and Assessment Act 1979*, etc.

Inspection

You can arrange a suitable time to inspect the site/building by contacting Joanne Muddle from the department's Hunter Area office on (02) 4937 9364. It is important that you consider the current condition of the building, land use zoning and planning provisions when developing your EOI.

Confidentiality of information

All applications will remain the property of the department. The department will treat the contents of applications as commercial-in-confidence.

However, EOI applicants should be aware that members of the public may make application for the release of information (formally or informally) held by the department under the *Government Information (Public Access) Act 2009* (GIPA Act).

The GIPA Act provides the basis under which information held by the department is disclosed.

Selection criteria

The assessment panel will use defined selection criteria when making their recommendation on EOI submissions, including on the instrument of occupation, for example appointment as Crown land manager or tenure for a term to be determined.

Section criteria are the:

- **proposed use of the Crown land** (i.e. particulars of the intended use and the benefit to the local and broader community)
- **experience in delivering community-based services**, acknowledging the needs of community groups in the Awaba area

- **capacity (resource and financial)** to ensure the ongoing and appropriate management of the site
- **ability to ensure the long term sustainability** of the site including meeting the principles of Crown land management (refer to Section 1.4 of the *Crown Land Management Act 2016*).

The department reserves the right to seek additional information from applicants after the closure of the EOI process to clarify, refine and/or enhance an EOI application.

Lodgement

To lodge an EOI, forward by post or electronically a written submission addressing the selection criteria and outlining any other relevant information and/or experience.

Completed postal submissions must be placed in a sealed envelope and clearly marked:

CONFIDENTIAL

Crown Lands division of Department of Planning, Industry and Environment

Expression of Interest—Former Awaba Community Hall

PO Box 2215

DANGAR NSW 2309

Email submissions should have the subject line “EOI former Awaba Community Hall” and be sent to: maitland.crownlands@crowmland.nsw.gov.au

Selection process

- Only submissions received by the closing date will be considered.
- All submissions will be evaluated by an assessment panel, which will recommend an application or a short listing of a number of suitable applicants.
- Depending on the management model selected, if required, negotiation of final tenure arrangements will be made with short-listed applicants, in order of merit, as determined by the assessment panel.
- A final recommendation will be made by the assessment panel, which will require the approval of an authorised delegate of the minister administering the *Crown Land Management Act 2016*.
- The EOI process will be abandoned or re-advertised if submissions are considered to be incompatible with the reserve purpose, below the standard required or not in the best interests of the community or sustainability of the reserve.

Closing date and time

You must submit your EOI by **4.30 pm** on **31 August 2019** (Australian Eastern Daylight Time).

Enquiries

Direct any enquiries to:

Joanne Muddle
Commercial Officer

Telephone: (02) 4937 9364

Email: joanne.muddle@crowmland.nsw.gov.au