

Expression of Interest

Trustee Lease Roma Senior Citizens Hall

**Expression of Interest
(EOI)**

**Trustee Lease
Roma Senior Citizens Hall
51 Bungil Street, Roma**

Closing Time:

**2 pm
(Australian Eastern Standard
Time)
19 November 2022**



maranoa
REGIONAL COUNCIL

PART 1: GENERAL DETAILS

1 INTRODUCTION AND SCOPE

Maranoa Regional Council invites submissions from not-for-profit community organisations interested in the opportunity to enter a trustee lease for the Roma Senior Citizens Hall.

This expression of interest process aims to establish the level of interest from community organisations, in entering an agreement in respect to the facility. A summary of the Expressions of Interest received will be presented to Council meeting for consideration.

Council at its absolute discretion may accept any Expression of Interest received and enter into a trustee lease with that organisation, by exercising an exception under Section 236 of the Local Government Regulation, without having to go to tender or auction.

Council may also opt not to accept any offer received.

2 Background

The Roma Senior Citizens Hall is located at 51 Bungil Street, Roma on land described as Lot 4 on SP103335.

The building is approximately 463.61 square metres in size and is made up of 3 small offices/ storage rooms, and an open space hall. The property is connected to services including water, sewerage, electricity and gas.

The Roma Senior Citizens Hall is constructed on reserve (state) land. The successful applicant will be required to enter into a formal Trustee Lease with Council to comply with the requirements of the Land Act.

3 Lease Term

The proposed term of the trustee lease agreement is six (6) years.

4 Risk, Indemnity and Release

The successful community organisation will take on the Roma Senior Citizens building at their own risk.

The successful applicant will be required to release (to the extent permitted by law) and indemnify Council against any liability or loss arising from and any costs, charges and expenses incurred in connection with damage to or loss of anything as well as injury to, or the death of, any person however arising in connection with the use of the building.

As a condition of the trustee lease, the successful organisation must have public liability insurance of \$20 million. This is a standard condition of all Council leases and agreements.

PART 2: SUBMISSION DETAILS

1 Expression of Interest Documents

This expression of Interest document is comprised of the following parts:

- Part 1 – General Details (read and keep this part).
- Part 2 – Submission Details (read and keep this part).
- Part 3 – Applications Submission (complete and submit this part).

2 How to Prepare Your Submission

- Carefully read all parts of this document;
- Complete the Applicants Submission (Part 3) and attach any supporting documents; and
- Lodge your submission before 2pm, on 19 November 2022.

3 Contact Person

Name: Tanya Mansfield – Manager Regional Facilities (Land, Buildings and Structures)
Telephone: 1300 007 662
Email: council@maranoa.qld.gov.au

4 Process for Considering Submissions

Following close of the submission period, Council may seek further information and supporting documentation from applicants. Once the responses have been analysed, a summary will be presented to Council to inform decisions into the potential future trustee lease.

5 Lodgement of Submissions and Delivery Method

Maranoa Regional Council must receive the submission by 2pm, on 19 November 2022. The submission is to be emailed to council@maranoa.qld.gov.au titled Subject: Expression of Interest – Roma Senior Citizens Hall.

If you have limited access to the internet and or email, you can return your completed submission to any one of Council's Customer Service Centres.

6 Rejection of Submissions

Council may not review a submission which is:

- received after the deadline; or
- is not received via one of the methods listed above.

7 Acceptance of Submissions

The process can constitute an offer and aims to establish the level of interest for not for profit organisations to enter into a Trustee Lease over the Roma Senior Citizens Hall, Roma. Council is not bound to accept any of the submissions received, but will review and consider all submissions (except those rejected in accordance with clause 6).

PART 3: APPLICANT SUBMISSION

1 Name of the Not for Profit Organisation

2 Trading Name (if different)

3 Are you registered with the “My Maranoa Business” initiative?

- Yes
- No

4 ABN

5 Postal Address

6 Physical Address (if applicable)

7 Telephone Number

8 Email Address

9 Website Address

10 Nominated Person for Post Submission Enquiries (full name, position and email)

11 What would you propose the annual fee is payable to Council (if applicable).

\$

12 Describe the facility's intended usage, indicating the target demographics and planned activities, in a simple summary below.