

Applicant information



**Harry Jensen Community Centre &
Abraham Mott Community Space**
2 Watson Road, Millers Point

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Key information

Opening date **9am, Tuesday 30 July 2024**

Property inspections Two open house inspections will be organised and interested parties must attend one of these before applying.
Please see page 16 for more information.

Closing date/time **5pm, Tuesday 27 August 2024**

**Asking questions/
making enquiries** If you have any questions about your application, please email our grants and sponsorship team at communitygrants@cityofsydney.nsw.gov.au. Use the subject line **Question – Millers Point AGP**.

We'll answer all questions about this opportunity in a questions and answers document on the [Millers Point accommodation grants program](#) webpage.

This questions and answers document will be updated weekly, and you should read it before finalising and submitting your application. We'll accept questions until 5pm, Wednesday 21 August and will publish our last update online on Friday 23 August.

Submitting an application Lodge your application [online at Smarty Grants](#). You will need to log in or register with Smarty Grants first. Please do this well before the closing date so you can familiarise yourself with the online application process.

Attachments Attachment A: Accommodation Grants Program Lease
Attachment B: Hazardous Materials Management Plan – Abraham Mott Youth Centre
Attachment C: Hazardous Materials Management Plan – Harry Jensen Activity Centre
Attachment D: Annual Fire Safety Statement – Abraham Mott Hall, Youth Centre & Harry Jensen Centre
Attachment E: DA Acoustic Report (Noise Emission Assessment)

Introduction

The City of Sydney invites eligible entities that service the community to apply to operate the Harry Jensen Community Centre and/or Abraham Mott Community Space at 2 Watson Road in Millers Point. We encourage collaborations between entities, groups or individuals applying for these spaces.

We recognise the challenges that community services face when seeking affordable space to serve and flourish in the inner city.

Our accommodation grants program provides low-cost tenancies for organisations and groups to work in City of Sydney-owned properties.

It's just one of the programs under our [community strategic plan, delivering Sustainable Sydney 2030–2050](#).

The offer

Located at the foot of Observatory Hill in Millers Point, [Harry Jensen Community Centre](#) and [Abraham Mott community space](#) are 2 separate, single storey spaces on an adjoining property. These 2 properties are being offered together (or separately as 2 leases) for community use.

Harry Jensen Community Centre is a large (264m²), street level, north-facing property comprising 8 separate, multi-purpose spaces. Some spaces offer floor to ceiling windows and skylight, allowing ample natural light. It is suitable for concurrent delivery of smaller-scale activities and breakout spaces.

Abraham Mott community space is located towards the back of the property away from street access. This property comprises 4 lockable spaces. The main activity space is 189m², an office plus 2 adjoining tandem rooms (43m² and 18m²) which can only be accessed through the main activity space. This space is suitable for larger-scale activities. The property includes an accredited [Changing Places](#) facility.

Currently both spaces are offered as community venues for hire. This expression of interest process is seeking a community-focussed tenant to allow the space to be used in a more flexible and agile way, while also addressing local community needs.

Other site information

Co-located spaces not included in the offer are:

- Abraham Mott Hall, a City of Sydney-managed community venue for hire
- Located on the eastern end of Harry Jensen Centre, there is a commercial tenant operating as a medical practice
- Millers Point community garden is community operated and grows edible produce from 2 sections of the property courtyard
- Nita McCrae Park at the front of this property is owned by Transport for NSW. It features a publicly accessible children's playground and is maintained by the City of Sydney.

Accommodation grants program

The City of Sydney's community facilities include different buildings and spaces that vary in size, location and function. Under our accommodation grants program, we lease facilities or spaces for up to 5 years at reduced rates (below market rental rates) or at no charge. We may offer some longer tenancies based on operational and community needs and public interest. Tenancies are informed by the strategic priorities reviewed and set by Council every 4 years.

You must demonstrate that payment of commercial rents would cause financial hardship leading to a reduction or withdrawal of services.

Eligibility

To be eligible an applicant must operate within the City of Sydney local area or be able to demonstrate significant benefits for the area's residents, workers and/or visitors.

These individuals and organisations can apply:

- eligible not-for-profit organisation*
- incorporated association
- co-operative
- partnership
- sole trader
- trustee of a trust
- government departments and agencies.

*An eligible not-for-profit organisation is registered with the Australian Charities and Not-for-profits Commission and is an incorporated association, trust, corporation, or co-operative and has an active ABN. Unincorporated associations, including unincorporated groups or clubs are not eligible.

Not eligible for funding

- Corporation
- unincorporated community groups
- individuals
- projects that breach the eligibility and ethics framework or existing City of Sydney policies

Funding priorities

- Improved social wellbeing, reduced isolation and increased cultural participation
- Increased services by community and cultural organisations that benefit residents, workers and visitors, and contribute to their social, cultural, economic and environmental health
- Greater sharing of knowledge and resources by new and emerging groups, increasing the capacity and viability of the business and community sectors
- Active solutions to sector-wide issues and provision of direct services by newly established and startup businesses and organisations that benefit our communities

We encourage applications from organisations that support Aboriginal and/or Torres Strait Islander communities and culture, including community-controlled organisations and networks.

Assessment criteria

- The need for the tenancy and proposed results
- Your capacity and experience
- Connection and benefit to the local area and communities
- Diversity, inclusion and equity in the planning and development of the project
- How the proposal aligns with the funding priorities
- Any other criteria for specific properties as they become available
- For renewals, compliance with past agreements, lease terms and demonstration of ongoing need

About the property

Permitted use

The property is classified as Crown Land and the City of Sydney is the Crown Land Manager. It is governed under the Millers Point Precinct Crown Reserves Plan of Management. Since 1957 this space was dedicated for use for community purposes and public recreation. The City of Sydney, as the Crown Land Manager, has a duty to ensure that any tenure of the land is consistent with the reserve's purpose as well as the plan of management. The area must be used by an entity who wishes to serve and better the community.

The land is zoned General Residential R1 under the Sydney Local Environmental Plan 2012 and the property is approved for use as a community facility under development approval D/2024/19. The local environmental plan allows a building or place to be used for the physical, social, cultural or intellectual development or welfare of the community. It excludes educational establishments, hospitals, retail premises, places of public worship and residential accommodation. The building is located within the Millers Point and Dawes Point Village Precinct Conservation Area and is subject to any applicable management plans

Any use of the property must comply with the conditions set out in development approval D/2024/19 which include conditions relating to hours of use, hours for delivery vehicles, maximum capacity of persons, no speakers or music outside, signage and noise levels. The use must also comply with the plan of management, and DA acoustic report specified in the development approval (refer attachment E).

You can view development approval D/2024/19 and associated documents including the plan of management through the [development application search tool](#).

Applicants/tenants are responsible for determining and ensuring their intended use is permitted under the planning controls. Before you make an application, we encourage you to refer to the [development application](#) pages on the City of Sydney website and arrange to [speak to a duty planner](#).

These spaces are available for a range of community activities. These may include but are not limited to provision of physical, social, cultural or intellectual development or welfare services or activities, meetings, classes, rehearsals, workshops, conferences, functions, community events, administrative, clerical, professional or similar activities.

Hours of operation

Base hours of operation are 7am to 10pm Monday to Sunday. A trial period for hours of operation between 10pm to 12am (midnight) Monday to Sunday has been approved to 2 July 2025 under development approval D/2024/19.

Any continued operation of the 10pm to 12am period of operation beyond 3 July 2025 requires further approval by way of a section 4.55 modification application no later than 2 June 2025 (refer development approval D/2024/19 condition 4). The successful tenant will be responsible for any such application.

Deliveries associated with the property that involve the movement of vehicles must only occur between the hours of 7:30am and 5:30pm Monday to Friday, and 7:30am and 3:30pm on Saturdays (refer development approval D/2024/19 condition 13).

Specifications

Address 2 Watson Road, Millers Point NSW 2000

Property management The property is classified as Crown Land and the City of Sydney is the Crown Land Manager. It is located within Millers Point Conservation Area, governed under the Millers Point Precinct Plan of Management.

Lettable space

Exclusive use of:

Abraham Mott community space:

- community space: 189m²
- office: 10m²
- room B: 43m²
- room A: 18m²
- store A: 2m²
- foyer: 14m²
- amenities A: 65m² (includes Changing Places 15m²)

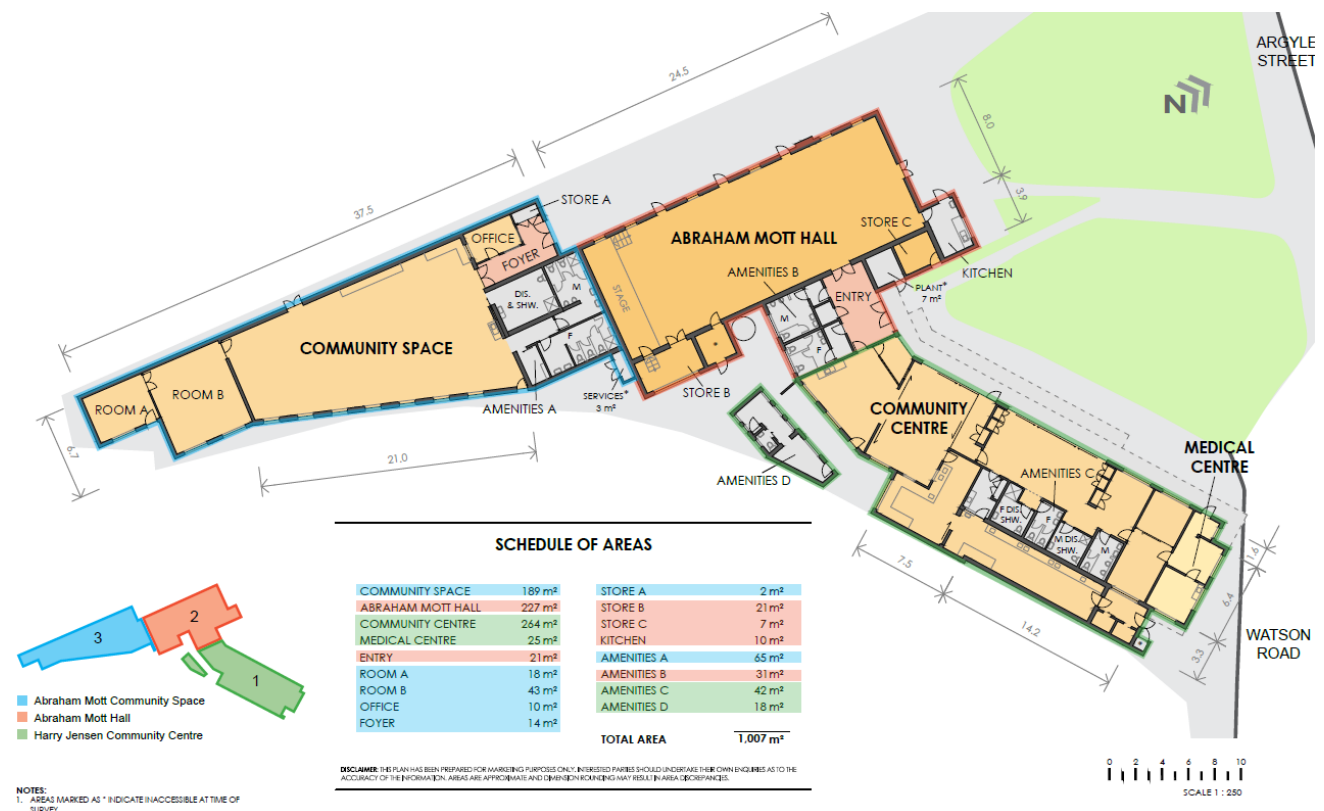
TOTAL: 341m²

Harry Jensen Community Centre:

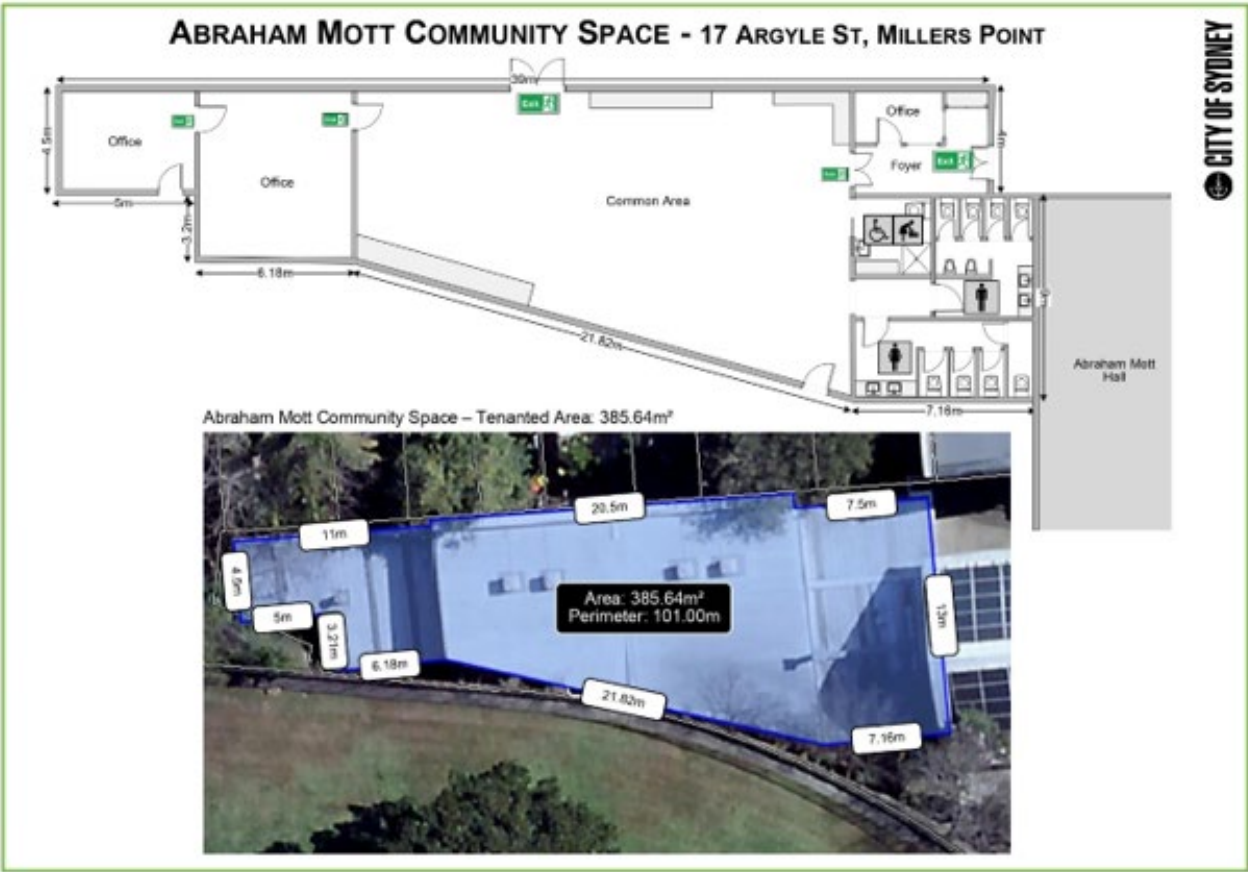
- community centre: 264m²
- amenities C: 42m²

TOTAL: 306m²

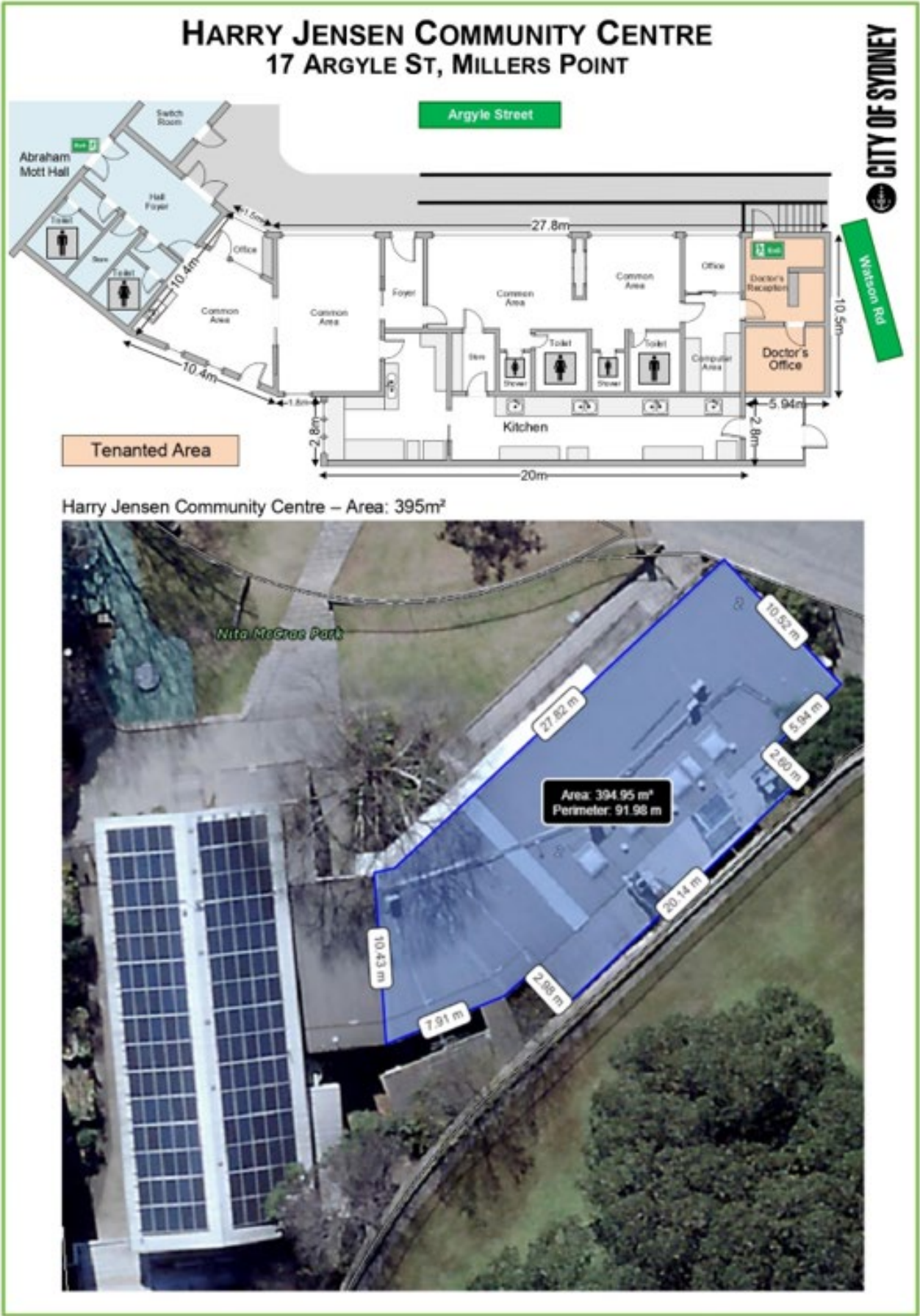
(Note the following areas on the below plan are **not** included: Abraham Mott Hall, store B, store C, kitchen, amenities B, entry, medical centre, and amenities D)



Floor plan – community space and community centre only



Floor plan – Abraham Mott community space



Lease term	Up to 5 years
Security (performance bond)	<p>The City of Sydney will assess the application and determine the performance bond required for the lease, which will not exceed the value of 3 months of rent payable.</p> <p>The tenant will be required to deliver the unconditional and irrevocable bank guarantee or a bond on or before the start date of the lease in line with the lease.</p> <p>As an indication, performance bond of 3 months market rent (based on year 1 below):</p> <ul style="list-style-type: none"> • Harry Jensen Community Centre: \$36,250 • Abraham Mott community space: \$37,500 <p>Accommodation grants program applicants can nominate the amount of performance bond they can afford to pay (minimum \$500). If payment of bond needs to be deferred there is an option to pay this within 12 months of lease commencement.</p> <p>For full details, refer to 'Making your application: Security (Performance Bond) proposal' on page 17.</p>
Market value rent (per annum excluding GST)	<p>Harry Jensen Community Centre:</p> <p>Year 1: \$145,000</p> <p>Year 2: \$149,350</p> <p>Year 3: \$153,831</p> <p>Year 4: \$158,446</p> <p>Year 5: \$163,199</p> <p>Abraham Mott community space:</p> <p>Year 1: \$150,000</p> <p>Year 2: \$154,500</p> <p>Year 3: \$159,135</p> <p>Year 4: \$163,909</p> <p>Year 5: \$168,826</p> <p>Rental amount has been independently assessed by Colliers International Valuers.</p>
Proportion of tenancy net lettable area	<p>Abraham Mott community space 34%</p> <p>Harry Jensen Community Centre 30%</p> <p>Total 64%</p>
Furniture and equipment	Available furniture and equipment will be discussed with the successful applicant and listed in the lease.
Internal fitout/modifications	The tenant is responsible for any fitouts or modifications needed to make the space suitable for their proposed activities. Any proposed

	<p>changes to the property – including division of space – must be detailed and sent for approval to our property manager, Colliers.</p> <p>Note, a development application may be required for internal fitout or modification. Any works to the properties will be at the tenant's own expense, including development application lodgement and application fees and construction costs. Depending on the nature of the proposed changes/modifications, the property may need to be returned to its original condition at the end of the lease.</p>
Outgoings – waste management	In line with the lease, the tenant is responsible for their own waste management. The City of Sydney will discuss with the successful applicant an option to use its waste collection services, charged proportionately to the tenancy net lettable area occupied.
Data and communications	<p>The tenant is responsible for installing, connecting, paying for and managing the phone and internet/NBN service of their choice. For more information on the NBN, see moving to NBN for small businesses.</p> <p>The tenant will need to arrange the NBN installer to terminate the service at the communication rack. The contractor and works to be undertaken for the installation will need to be approved by the City of Sydney. The approved contractor will need to be inducted by our maintenance provider, Ventia before starting any work in the building.</p> <p>The tenant is responsible for making their own determination on the suitability of wifi and mobile phone coverage for their purposes.</p>
Outgoings – utilities	The property is serviced by renewable electricity and water. The tenant is responsible for paying charges as fairly apportioned by the City of Sydney. Natural gas is not available.
Cleaning	Tenants are responsible for cleaning during their tenancies, including inside of the windows. The City of Sydney is responsible for cleaning the common areas, the windows in any shared or common areas, as well as the outside of all windows.
Hazardous materials	The tenant must comply with the hazardous materials management plan (refer to attachment B and C).

Facilities

	Harry Jensen Community Centre	Abraham Mott community space
Kitchen	Commercial kitchen including fridge, dishwasher, oven, handwash basin and double wash-up sink, food preparation benchtop, Zip hot/cold tap, and separate kitchenette.	Handwash basin and bar fridge available.
Bathroom	Accessible toilet and shower male (1) and female (1), toilets male and female.	Accessible toilet and shower unisex (1), toilets male and female.

	Harry Jensen Community Centre	Abraham Mott community space
Air conditioning	All activity spaces have split system air conditioning. Some spaces also have ceiling fans.	
Storage	Built-in storage is available in activity spaces.	No built-in storage available.
Clay plaster trap	Nil	Located under craft wash-up basin.

Accessibility

	Harry Jensen Community Centre	Abraham Mott community space
Wheelchair access	Level access entry, wheelchair access via ramp at front of building (off Watson Road).	Level access entry, wheelchair access via ramp at front of building (off Watson Road).
Entry	Single swinging door which opens to 900mm (W) x 2060mm (H).	Heavy black gate with coded keypad. Wheelchair users may require assistance. Double swinging doors open to 850mm (W) single, and 1750mm (W) double by 2020mm (H).
Other external entry points	Square space: 1 x set of sliding glass double doors, opens to 1670mm (W) x 2010mm (H). Rectangular space: 2 x sets of sliding glass double doors, both opens to 1670mm (W) x 2010mm (H). Rear corridor space leading out to bin area: single swinging door and fly screen door.	Nil
Other internal entry points	Main entry foyer is shared with Abraham Mott Hall, access to property via single swinging door. Doors are manual, heavy, double swinging doors. Single door opens to 560mm, double doors open to 1100mm.	Nil
Accessible toilet & shower	Male (1) Female (1)	Unisex (1)
Ambulant toilet	Male (1) Female (1)	Male (1) Female (1)

	Harry Jensen Community Centre	Abraham Mott community space
Changing places	Nil	Unisex (1)
Hearing loop	Nil	Nil
Mobility parking	On-street mobility car parking (1) – located at 84 Kent Street, Millers Point (around 300m from property). Refer to mobility parking map .	

Other features

	Harry Jensen Community Centre	Abraham Mott community space
Parking	No onsite parking available. Limited 2P and 4P metered street parking nearby. Wilson Parking stations available at Bond One and Barangaroo Point are located 260m away.	
Public transport	Bus service 311 stops at Watson Road bus stop at the front of the building. Nearest train station and light rail stop is 900m away at Circular Quay.	
Bike parking	O-ring is available 10m away opposite property on Watson Road. Refer to bicycle parking map .	
Reception	Area can be set up at or near entry point.	Lockable office space at entry.
Public amenities	Public ambulant toilets male (1) and female (1), and accessible toilet unisex (1) on Watson Road adjacent to property.	
Loading dock	No dedicated loading dock. Level access driveway available on Watson Road for deliveries. Note limited hours for deliveries involving vehicles under development approval D/2024/19.	
Building security	There is coded, multi-region City of Sydney monitored alarm system onsite. Key access once inside. Tenant will be issued with unique access code and keys. Report lost or stolen keys to Colliers.	
Fire safety	This equipment is provided and maintained by the City of Sydney in line with the annual fire safety statement.	
Mail	The tenant will receive mail from a mailbox shared with other tenants. It is located in front of the medical centre.	
Utilities	Access to electricity and water available. The tenant is responsible for paying charges as fairly apportioned by the City of Sydney. Natural gas is not available.	

Harry Jensen Community Centre**Abraham Mott community space****Signage**

A development application is required for any proposed signs which are externally fitted or applied (any such development application is the responsibility of the tenant).

Portable signs must not be placed on the footpath or other public areas.

No person, recordings or other devices which have the effect of spruiking are to be located on City of Sydney property.

The sound level of any spruiking or amplified noise generated within privately owned land must not be audible on the City of Sydney's footpath adjoining the premises.

Managing the property

Changing the property

The premises are provided 'as is'. We may permit cosmetic or temporary changes (including removable alterations) that do not affect the structure of the community space in line with the lease. The tenant must use contractors approved by the City of Sydney and they must complete a site induction conducted by Ventia, our facilities management provider.

The tenant must remove and make good any alterations at the end of their lease. Any changes to the layout of the premises that would affect its structure or its ability to comply with the Building Code of Australia, especially in terms of heritage requirements and fire safety systems, need a development application.

Managing noise levels

The tenant will be responsible for noise associated with the premises and will take all reasonably practicable steps to prevent noise from causing a nuisance, including the operation of any work tools, instruments, material, and equipment (including sound equipment).

The tenant will be obliged to:

- manage noise so that it does not interfere with the adjacent tenants or neighbouring residential properties
- make minimal noise when leaving the property
- immediately comply with any request from the City of Sydney to reduce sound levels
- comply with the noise level restrictions and acoustic report under the development application.

Resolving disputes with neighbours and users

The tenant will have a formal process for resolving disputes. This will include:

- drawing up a dispute resolution policy (including for dealing with complaints from neighbours) that will apply to organisations and individuals using the space
- having a register for complaints made by the NSW Police, the City of Sydney, surrounding business owners and residents
- addressing reasonable complaints without involving the City of Sydney or the NSW Police
- providing a contact phone number for lodging complaints during operating hours and encouraging people to use that number to lodge complaints.

Managing building security and emergencies

The tenant will maintain a high level of security to protect the safety of all users, staff members and property. This includes:

- being responsible for the security of users of the space
 - maintaining unobstructed access to all exits at all times, to ensure people can safely leave the building during an emergency
 - always providing a list of emergency phone numbers near all phones
 - ensuring all staff members are aware of the fire safety requirements and follow procedures if there is a fire at the premises
 - providing an after-hours contact to the City of Sydney in case the security alarm is activated after hours (the City of Sydney will provide the PIN codes for the alarm system on request to individual users)
 - the tenant has the following obligations for the tenancy under **Australian Standard 3745 Planning for emergencies in facilities**:
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- formation of an emergency planning committee and emergency control organisation
 - development of emergency plans
 - provision of evacuation diagrams (the current evacuation diagrams installed at the tenancy have recently been updated and are not required to be reviewed for 5 years, unless there are changes made to the property that impact emergency procedures)
 - provision of training and fire evacuations
 - the City of Sydney will be responsible for the emergency procedures and evacuation diagrams in common areas only.

Managing cleaning, waste removal and maintenance

The tenant must ensure deliveries and maintenance are done efficiently and maintain access and safety requirements for users and visitors. This includes:

- keeping the space clean and hygienic, clear of all rubbish and flammable or noxious materials, including substances that are likely to contribute to a fire or health hazard
- cleaning and maintaining the premises, as outlined in the maintenance matrix in the lease
- logging maintenance requests with the City of Sydney's maintenance provider, Ventia or other property related issues with our property management provider Colliers International
- storing all waste in approved secure containers that are placed in the common bin storage area
- managing waste collection and disposal by appropriate contractors.

The City of Sydney is responsible for:

- cleaning and maintaining the common areas and exterior of the building
 - maintaining essential services including emergency lighting and fire services.
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Making your application

Before starting your application

Please read applicant information, draft lease and the questions and answers document available on the [Millers Point accommodation grants program](#).

Site inspections

Two site inspections will be organised for interested parties. This is the best opportunity for applicants to gain a sense of the unique layout and included facilities, as well as ask any questions. Attending an inspection is required if you intend to make an application.

Site inspections will be held on:

- Monday 12 August, 12pm–1pm
- Friday 23 August, 1pm–2pm

Application form

The application form will ask you to complete details of your organisation and your plans for the space.

1. **Description** – Your vision for the space.
2. **Participants and beneficiaries** – A description of who the space is for and a list of organisations, community groups and key partners who are involved with this proposal.
3. **Suitability** – How your proposal meets the needs of the local community. Details of how your intended use is permitted under the planning controls that apply to the premises.
4. **Model** – Proposed business and operational modelling; the structure of how you will make the space available including detail around shared use/subletting, application process, decision making, equity and access, memberships, affordable rates and charges, approach to fitout.
5. **Timeliness/Utilisation** – How you will maximise use of the space including:
 - occupancy targets – how many people will work from or benefit from use of the space
 - a plan for the commencement of your tenancy – do you need a fitout or development application?
 - timeline for achieving full occupancy/membership (if relevant to your model) and full use of the space.
6. **Viability** – A draft annual budget for years 1 and 2 reflecting how you plan to manage the space: including proposed income from shared users (if relevant to your model), estimated expenses and demonstrating capacity to pay the required subsidised rent and other operational costs. (If you are presenting this using a spreadsheet you may provide this as a separate file in the supporting documentation section.)
7. **Capacity to deliver** – your demonstrated experience and/or capacity to manage the space and lease.

Rent subsidy proposal

Under the accommodation grants program, you can apply for rental subsidy of up to 100% of the market rate. We base the size of the subsidy awarded on the type of organisation, the focus of its services and its capacity to pay rent.

You will be asked to nominate your proposed rent payable for each year of the term as part of your application based on your business model and operating plan. Please consider the following when making your rent proposal:

- your operating plan for the property
- your organisation's goals and outcomes
- your proposed budget and financial structure
- ability to pay rent.

Keep in mind that the purpose of this program and offer of space is to support local community groups and organisations. Your rent proposal should be manageable and sustainable for your organisation and support you to achieve your goals for the space, while also offering affordable rates to the community.

Please note that rents are paid monthly in advance and are subject to a 3% annual increase, which you should reflect in your proposed level of subsidy.

Security (performance bond) proposal

Tenants are required to pay a performance bond under the City of Sydney's performance bonds policy. However we understand that accommodation grants program tenants are not always able to set aside reserve funds for a large bond or may not be able to pay this amount straight away. The City of Sydney has set a minimum of \$500 performance bond for this accommodation grant program lease and applicants must pay at least this amount.

The bond will be held by the City of Sydney and the preferred method of payment is by direct bank transfer to a City of Sydney account.

Under the accommodation grants program, applicants can nominate the amount of performance bond they can afford to pay (minimum \$500). If you need to defer payment of the bond there is an option to pay the bond within 12 months of lease commencement. In your application you will need to:

- indicate if you can pay the performance bond at lease commencement **or** request to pay the performance bond within 12 months of lease commencement
- nominate the proposed amount of the performance bond you can afford to pay (minimum \$500). For example, you may not be able to pay 3 months market rent but could pay one month market rent or could nominate to pay only the minimum amount of \$500.

This will be assessed along with your rent subsidy proposal.

Other assessment criteria for this property

- the relevance of the proposal to meet the needs of the local community. Priority areas are detailed in the Millers Point Precinct Crown Reserves Plan of Management.
- viability of the proposed model to maximise use of the space
- evidence of the project or program having direct engagement with our diverse communities, including Aboriginal and Torres Strait Islander peoples, people experiencing or at risk of homelessness, young people, older people, people with disability, international students, culturally and linguistically diverse communities, women, LGBTIQA+ communities and low-income earners.

The above assessment criteria are mandatory, and it is vital that they are met. The criteria are not listed in order of priority.

Submitting your application

All applications must be submitted through the [Smarty Grants](#) online application portal by the due date. No late applications will be accepted.

Please attach the following documents with your application as appropriate:

- annual report with financial statements or recent BAS statement
 - constitution or rules
 - business proposal
 - draft budget for first 2 years
 - letter/s of support from community or other stakeholders
 - insurance certificates or statement
 - risk management plan
 - child protection policy
 - environmental sustainability action statement
 - work health and safety policies and procedures
 - rent subsidy proposal.
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Lease agreement

The tenant and the City of Sydney will enter a standard accommodation grants program lease (see Attachment A). The lease will include standard criteria and specific performance criteria addressing the successful applicant's purpose. Each year, the City of Sydney will assess whether the tenant has met the criteria adequately. Failure to do so will be a breach of the lease agreement. Before the tenant moves into the premises, the City will do a condition inspection. A condition report will form part of the lease.

We recommend you read and familiarise yourself with the lease terms that will apply if your application is successful. The City of Sydney will not consider requests for amendments to the standard terms.

Consistent with the City's statutory obligations, public notification of the proposed lease will be required prior to final approval of the tenancy and entry into the lease.

Tenant responsibilities

The tenant must enter into a standard accommodation grants program lease with the City of Sydney and comply with the terms of the lease.

The specific obligations of the tenant are set out in clause 3 of the lease and require the tenant to:

- meet the general performance criteria,
- meet the specific performance criteria,
- provide an annual report and any other report requested including a self-assessment to the landlord in line with the City's grants and sponsorship policy,
- provide any other reports or documentation reasonably required by the landlord from time to time,
- not act in a manner which the City of Sydney considers is contrary to its values, could reasonably be expected to prejudice its interests or injure its reputation,
- comply with the reasonable directions of the City of Sydney as landlord, and
- acknowledge the support of the City of Sydney in line with the lease.

The terms of the lease also require the tenant to:

- pay the cost of utilities and other costs (clause 7)
 - pay any land tax assessed by Revenue NSW under section 21C of the *Land Tax Management Act 1956* (NSW) (clause 7.4)
 - comply with the obligations for use of the premises (clause 8)
 - comply with child safety laws (where relevant) (clause 8.6)
 - comply with environmental protection laws (clause 9)
 - keep the premises in good repair, order and condition, including maintenance as set out in the maintenance obligations matrix in the lease (clause 11)
 - comply with any applicable development consent for the property (clause 11.10)
 - have sole responsibility for the premises under work health safety laws, and comply with those laws, including preparing a work health safety plan, doing undertaking work health safety training and preparing an emergency plan for the premises (clause 11.11)
 - hold public liability insurance for \$20 million, and plate glass insurance, naming the City of Sydney as an interested party, and provide evidence on execution of the lease (clause 13)
 - obtain the City's consent for any sublicence or sublease (clause 14)
 - make good the premises at the end of the lease (clause 19)
 - provide a security in the form of either an unconditional and irrevocable bank guarantee or bond for the approved Performance Bond amount (clause 22).
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Timeline

Please note, these dates are indicative and subject to change.

Applications open	Tuesday 30 July 2024 9am
Site inspections	Monday 12 August 2024
(on time 1-hr in person)	12pm–1pm
	Friday 23 August 2024
	1pm–2pm
Applications close	Tuesday 27 August 2024 5pm
Applicant interviews	
Recommendation for Council approval	Monday 28 October 2024
Applicants are notified of the outcome	Thursday 31 October 2024
Public notification	4 November–2 December 2024
Lease begins	January 2025

Attachment A: Accommodation Grants Program Lease

Refer to attachment

Attachment B: Hazardous Materials Management Plan – Abraham Mott Youth Centre

Refer to attachment

Attachment C: Hazardous Materials Management Plan – Harry Jensen Activity Centre

Refer to attachment

Attachment D: Annual Fire Safety Statement – Abraham Mott Hall, Youth Centre & Harry Jensen Centre

Refer to attachment

Attachment E: DA Acoustic Report (Noise Emission Assessment)

Refer to attachment

