

Information package for a social enterprise opportunity for 'Shell Room' at Swansea Centre

Lake Macquarie City Council is seeking a suitable organisation to establish a social enterprise in the ground floor unit at Swansea Centre. This is an exciting opportunity for an organisation to base their service from a well known hub which includes the Swansea Library and SEEN@Swansea exhibition centre.

About the office unit and shared facilities

- 91m² unit
- High speed internet and telecommunication connections
- Fully accessible
- Secure private entry
- Ground floor location
- Private kitchenette complete with mini-fridge
- Acoustic insulated walls
- Private office space
- Plenty of storage
- Free shared car park
- Ideally located on the Pacific Highway with easy access to Central Coast and Sydney
- Shared lift access
- Shared toilet facilities
- Additional bookable large meeting and event space
- Part of a well-established vibrant Hub including the Swansea Library and SEEN@Swansea exhibition centre



SWANSEA

Library

How to apply

Complete the Expression of Interest form attached. Your expression of interest should demonstrate how you meet or will meet the assessment criteria, which includes:

- Local Community benefit/ responds to community needs
- Proposed use of the space and utilisation of the space (customer facing)
- Commitment to economic growth and job creation
- Ability to manage the unit (risk managements, use of shared facilities with the rest of the building users)
- Viability of the application (funding requirements etc)

For further information or to arrange a visit please contact Miriam Livesley, Cultural Experiences Leader at mlivesley@lakemac.nsw.gov.au or call 0408 832 177.

Assessment process

Expressions of Interest close 20/09/2024. A committee will assess expressions of interest in October 2024. The committee may request applicants to attend an interview or present to the committee at a convenient time. Applicants will be notified of the outcome of the assessment committee meetings.

About Lake Macquarie City Council

Lake Macquarie City Council is a modern, progressive organisation responsive to change, and contributing to a fairer society. Lake Macquarie City is the third-largest regional city in NSW, with a population of more than 204,000. The City offers an incredible lifestyle with world-class infrastructure, engaged and connected communities, a strong and diversified local economy, and superb natural beauty.

Eligibility criteria

Lake Macquarie City Council is seeking a proposal that will activate the ground floor unit and bring a complementing service to a vibrant and active building. We encourage either Commercial or Not for profit organisations or individuals that meet one or more of the following criteria to submit an Expression of Interest form.

Mandatory Criteria:

- Must have a customer facing element to their operations
- Must be open and active for a minimum of 5 hours Monday-Friday between 9am-5pm.
- Committed to job creation or economic growth in Lake Macquarie LGA

Desirable criteria:

- Locally based Social Enterprises
- Local SME's (Small and Medium Enterprises) who are committed to economic growth and job creation.
- Local organisations promoting or practising arts and or creative practises
- Creative retail business offering something unique to the local area (e.g speciality shops, art gallery)

Exclusions:

We reserve the right to not consider any applications received by organisations that fall under the classifications below:

- Political or Religious organisations,
- Business selling or promoting alcohol, tobacco or gambling