**Cowra Shire Council Expression of Interest**

 **Licence to operate**

**Squire Park Community Rest Centre Cowra**

July 2024

**Information for interested persons**

* The expression of interest invitation opens Friday 28th June 2024 and **closes 3.00 pm Monday 15 July 2024**.
* Licence period is from 22 July 2024 to 23 July 2026, with a 2 year option to renew. Start date and term of licence may be negotiable.
* Do not contact the Squire Park Community Rest Centre, all enquiries and inspections must be direct with Cowra Council.
* The Squire Park Community Rest Centre offers services for parents to change and feed their babies in a quiet location with amenities to assist. Local shoppers find it convenient to have clean facilities within the shopping district, travellers too are offered the opportunity to utilise its clean facilities and purchase coffee/tea and light refreshments. Its convenient location to the CBD and picturesque setting make it the perfect choice to stop and have a break.
* The Licensee shall carry out cleaning and administration of the Squire Park Community Rest Centre.
* The premises are located within Squire Park and include frontage to Kendal Street. Consisting of toilet and shower area, baby change area and kitchen/dining.
* Operating hours are: 9.00am to 3.30pm Monday to Friday and 9.00am to 12 Noon on Saturdays, public holidays exempt.
* Licensee is required to carry Public Liability insurance (minimum $20 million) throughout the term of agreement, the cost to be borne by Licensee.
* Further information or inspection by appointment, can be arranged between 8.00 am and 4.00 pm Monday to Friday commencing Friday 28th June 2024 by contacting Jenny White on 02 6340 2077 or email jwhite@cowra.nsw.gov.au.
* The property is managed by Cowra Shire Council and owned by the NSW Government – Department of Industry – Crown lands.
* Licensee is granted sole right to offer for sale and serve, drinks, cakes, confectionery, fruit and other foodstuffs for consumption only within the centre, with any proceeds to be the Licensee’s full benefit and responsibility. The carrying out of these duties must comply with Food Act 2003 and associated Food Standards Code.
* Food offered for sale must be to the satisfaction of the Licensor.
* The Council shall provide all cleaning materials and toilet requirements for use at the Squire Park Community Rest Centre to the Licensee at Council’s cost during the full term of the agreement.
* Council requests that all interested persons provide details of their EOI in writing. A separate form is attached, to be completed and returned to Council prior to the close of the EOI period.
* Submission of an EOI is obligation free. Council reserves the right to negotiate with any or none of the parties who submit an EOI. Licensing of the premises is subject to both Council and a potential Licensee reaching a negotiated agreement.
* Licensee is required to provide current Food Safety Supervisor Certificate, Working with Children Check and Police Check prior to commencement in position.
* Equipment contained within the Squire Park Rest Centre are the property of the current Licensee and may be available for purchase. Upon request details will be provided.