

Unsolicited Proposal Form

Byron Shire Council's Supporting Partnerships Policy establishes a framework to assess if there is a genuine benefit to the community to deliver projects that will provide economic, social, environmental and civic leadership outcomes.

Council recognises that it needs to be open to partnerships and opportunities to deliver great project outcomes for our community. Partnerships can either be solicited or unsolicited.

To ensure Council operates in an open and transparent manner, any unsolicited proposal will be assessed and a summary of the proposal will be published on Council's website where the community is invited to provide feedback on the proposal.

This form is to be completed by anyone presenting an Unsolicited Proposal to Council.

Please ensure all sections of this form are adequately addressed. Additional information can be provided as an attachment.

All information in parts of the form marked with an * will be published on Council's website in the Unsolicited Proposals Register.

This form and any attachments are to be submitted by email to council@byron.nsw.gov.au with "Unsolicited Proposal" as the subject.

1. Contact Information:

Requestor/Contact Name:			
Organisation / Community Group*:			
Email Address:			
Telephone No.:		Mobile No.:	
Date Submitted:	/	/	2018
Project Name*:			
Project Description*:			

Project Location/Address:			
Who owns the land or asset (if applicable)?			
Total Project Cost?	\$	Amount of BSC Funding required?	\$

2. Proposal Details:

GOVERNANCE
Alignment with Council Objectives:
<p>How does the proposal align with the objectives of Council's Community Strategic Plan?</p> <p>(Refer to https://www.byron.nsw.gov.au/Council/About-Byron-Shire-Council/Integrated-planning)</p>
<p>Does the proponent have any involvement in the development of the Carmichael mine or otherwise have ties to Adani?</p> <p>If yes, please describe the nature of the involvement.</p>
<p>What relevant certifications does the proponent have?</p>
<p>Does the proponent agree to abide by Council's Business Ethics Policy?</p> <p>(Refer to https://www.byron.nsw.gov.au/Council/Your-right-to-Council-information/Policies)</p>
Quality of the Proposal:
<p>Clearly state the objectives and outcomes of the proposal?</p>
<p>Define the high level timeline for the proposal?</p>
<p>What Community benefits will arise out of the proposal?</p>

What approvals are required (if applicable)?

Capability and Capacity of the Proponent:

Outline the experience, capability and capacity of the proponent and any related parties?

References:

Risk Management:

What is the overall risk profile of the proposal?

Provide a list of proponent and Council risks:

Levels of Service:

Does the proposal improve or enhance an existing service? If so, please describe?

Or does the proposal meet a new service or need in the community? If so, please describe?

Financial considerations:

Will the proposal require an allocation of funds by Council?

Yes / No

If Yes, how much?

\$

What is the financial and commercial capacity of the proponent to deliver the proposal?

Planning Approvals:

Does the proposal require planning approvals?

Does the proposal require environmental approvals?

Resources:

What level of resourcing is likely to be required by Council to deliver this proposal?

Probity:

List here any actual, perceived or potential conflicts of interest.

ENVIRONMENTAL CONSIDERATIONS

Beneficial Environmental Outcomes:

Will the proposal deliver any of the following environmental outcomes? (if so, please describe them.)

Emissions reductions

Improved air quality

Waste reduction

Fauna management and conservation

Vegetation management and conservation

Water management

Feral species management and eradication

Preserving biodiversity

Energy generation

Will the proposal deliver any other beneficial environmental outcomes?

Other environmental considerations:

Environmental impact of the proposal

SOCIAL OUTCOMES

Beneficial Social Outcomes:

Will the proposal achieve any of the following social & community outcomes? (if so, please describe them.)

Improved community health and well-being

Improve community connectedness

Opportunities for recreation and active living

Affordable housing

Reduce homelessness

Improve disability access and inclusion

Support social enterprise

Contribute to educational opportunities

Improve safety
Access to cultural activities
Providing and maintaining community facilities
Preserving heritage assets
Urban design and planning for growth
Will the proposal deliver any other beneficial social outcomes?
ECONOMIC OUTCOMES
Will the proposal achieve any of the following economic outcomes? (If so, please describe them and provide \$ figures in Section 2 below.)
Direct economic benefits to the community
Indirect economic benefits to the community
Direct economic benefits to Byron Shire Council
Generation of employment opportunities with Byron Shire
Advancement of existing or new industries within Byron Shire
Transport and trade links with other geographic centres
Will the proposal achieve any other economic outcomes for Byron Shire Council and/or its community?

3. Define the Benefits and Costs of the Proposal:

Description	Amount \$
<u>Revenue / Benefits</u>	

<u>Costs / Dis-Benefits</u>	
Project / Construction (Capex)	
Routine Maintenance	
Major Periodic Maintenance	
Operating	
Salaries & Wages (excl On-costs)	

4. Provide a list of all information in this application that is Intellectual Property or Commercial in Confidence:

Item	Nature of claim (eg Commercial in Confidence, copyright, patent etc)

5. Please list any relevant supporting documentation:

Title or Reference	Description

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6. Lodgement Confirmation

By proceeding with lodgement of an Unsolicited Proposal you are confirming that you have read and considered the following carefully. By lodging an Unsolicited Proposal you:

- (a) Agree with having details of your proposal published on Council's website in the Unsolicited Proposals Register.
- (b) Confirm that you have clearly identified any commercial in confidence or Intellectual Property in this form.
- (c) Confirm that you are satisfied that the level of registration you have for your Intellectual Property adequately protects your interests.
- (d) Agree that Council can design a competitive, open-market process based on your unsolicited proposal, noting that Council will not publish commercial in confidence or Intellectual Property except to the extent required by law.

On behalf of all named proponents:

Name:

Signature

Date