

Doran Drive Community Spaces

Community- Plan of Management

Introduction

This document will provide details of the operations and management responsibilities for Deicorp Projects (Showground) Pty Ltd Doran Drive Community Centre spaces. Through a Memorandum of Understanding, Deicorp and Hills Community Aid and Information Service (HCA) have agreed that HCA will be operationally responsible for the community spaces within the project.

Location Of Community Centre Spaces:

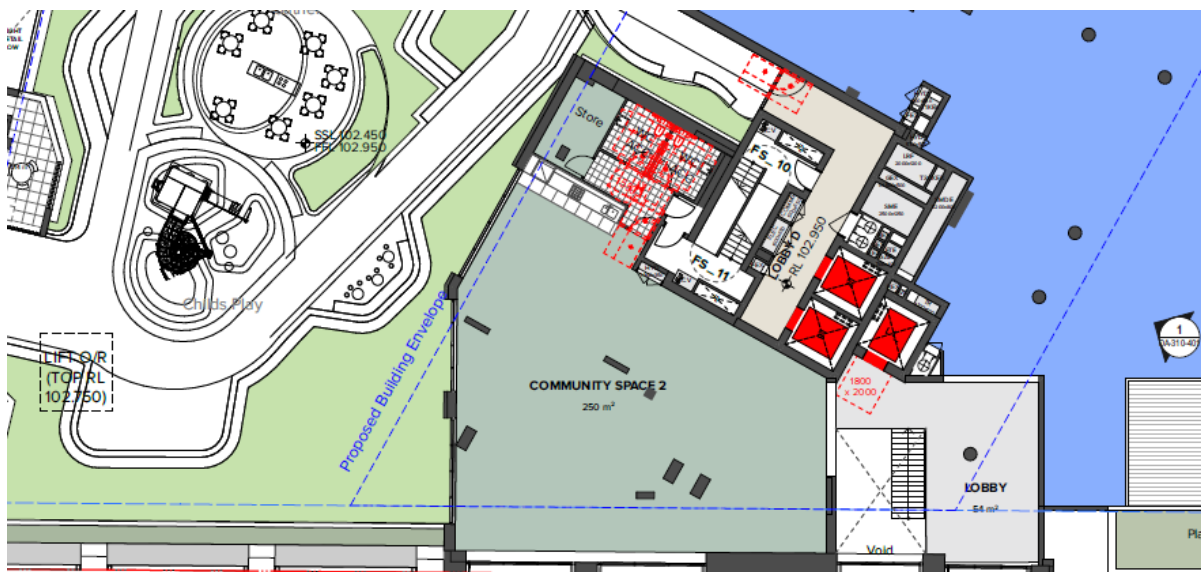
The Community Space will be located in two sites within the Doran Drive Project, at 2 Mandala Parade Castle Hill. Area 1 will be located on Level 1, along the street frontage of De Clambe Drive and will be approximately 300sqm. Area 2 will be located on the podium level and cover approximately 254sqm. See floor plans below.

Plans and dimensions of Community Centre Space 1 and 2:



Area 1 is located on Level 1, and is approximately 300 m²

Doran Drive Community Spaces



Area 2 is located on the podium level near building D and is approximately 250m2

Description of Spaces:

Area 1 includes approximately 300m2 across a single level with the entrance off De Clambe Drive. The space is rectangular in shape and includes toilet facilities including a disabled toilet and kitchenette. Area 2 is located on podium level and covers approximately 243m2. This space also includes men's, women's and disabled toilets and kitchenette. Both of these spaces will be managed by HCA and will be used to deliver a range of programs and services identified as necessary through their deep understanding of the local community.

Aims And Outcomes:

The aims of this Plan of Management is to codify the operations and responsibilities for use of the community spaces within Deicorp's Doran Drive Precinct project.

Timeframe:

The community spaces will commence use following receipt of an Occupation Certificate in accordance with the Development Approval conditions of consent. The agreement for use of the spaces between Deicorp and HCA will provide the spaces for a peppercorn rent for 5 years from occupation. The continuation of this agreement is subject to future negotiations but is envisaged to continue under the same arrangements.

Operational Framework

1. Management Framework

- (i) Deicorp will be the responsible entity for the Management and operation of Doran Drive Precinct commercial and retail centre. It will be Deicorp's responsibility to ensure that both community spaces will be managed and operated by not-for-profit service provider at all times.

2. Facility Management

- (i) **Maintenance:**
All structures and amenities are to be maintained to ensure safe and effective operation in accordance with the conditions of approval and Work, Health and Safety obligations.
- (ii) **Cleaning:**
Arrangements will be in place for the regular cleaning of the Centre to ensure the facility remains in a clean and presentable condition. Cleaning of the community spaces will be the responsibility of HCA.
- (iii) **Security:**
Security of the Centre will be organised through a contract with a suitably qualified and capable security company. The contract will include sufficient afterhours monitoring via CCTV, patrols, or other means. The Centre will be fitted with an alarm which will be monitored by the security company and will enable access to authorised users outside of regular business hours.
- (iv) **Access:**
The security system for the centre will accommodate a coded or swipe access control arrangement for use by HCA staff and authorised users.

3. Hours of Operation:

The Centre will operate within the approved hours of operation under the Conditions of Consent for the facility. It is expected that operation of the community spaces will be permitted between 8.00am and 9.00pm Monday to Friday and 8.00am to 6.00pm Saturday and Sunday, subject to consent.

Operational Framework

4. Partnership Agreement with Hills Community Aid

Deicorp and Hills Community Aid (HCA) will sign an agreement detailing the roles and responsibilities of both parties in the use and management of the centre.

The agreement will provide details relating to the responsibilities of both parties for the care and control of the centre. Broadly, Deicorp will be responsible for the physical facility. HCA will be responsible for programs, events and services within the community spaces.

HCA will commence operations within 12 weeks from receipt of the final Occupation Certificate. If during the operational period of the Centre, the agreement with HCA ceases, Deicorp will enter into an agreement with an alternative not-for-profit service provider to manage the space.

5. Contacts

- a. During operating hours: Hills Community Aid: 02 9639 8620
 - b. After hours: (TBC)
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