Application Form AMOUNT DUE **$472.00**

Receipt No. Date Received: / /

Sale of Crown Land to a Regional Council

**This form must be completed by councils when initially presenting a proposal to the Department for Environment and Water (DEW), for the sale/purchase of Crown Land at market value.**

Instructions:

1. Read the “Information for Councils”, available at: [Department for Environment and Water - Local councils and Crown land](https://www.environment.sa.gov.au/topics/crown-land/for-property-professionals/local-councils)
2. Refer to the requirements of PC114 – Schedule E [PC114](https://dpc.sa.gov.au/resources-and-publications/premier-and-cabinet-circulars/PC114_Government-Real-Property-Management.pdf)
3. Complete all shaded fields below and delete all red text before submitting
4. Complete and sign the “Acknowledgement” at the end of this form
5. Include a list of any supporting attachments to be included with this application including Council’s Resolution to purchase.
6. Email the completed application form and supporting attachments to: [DEW.Crownlands@sa.gov.au](mailto:DEW.Crownlands@sa.gov.au)
7. Retain copies for your records

A DEW officer will acknowledge receipt of your application. If you do not receive an acknowledgment, or for any other queries please contact [DEW.Crownlands@sa.gov.au](mailto:DEW.Crownlands@sa.gov.au) or by phone: (08) 8429 7680.

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| **Short Title of Proposal:** | | | Click here to enter text. | | | | | |
| Crown Land Parcel Description (Section in Hundred or Allotment in Deposited Plan): | | | Click here to enter text. | | | | | |
| Crown Record Volume and Folio: | | | Click here to enter text. | | | | | |
| Date of Submission: | | | Click here to enter text. | | | | | |
| If Council is the Custodian of the land, what is the dedicated purpose(s): | | | Click here to enter text. | | | | | |
| **Contact details** (for evaluation purposes) | | | | | | | | |
| Name: | Click here to enter text. | | | | | | | |
| Position: | Click here to enter text. | | | | | | | |
| Phone: | Click here to enter text. | | | Email: | | Click here to enter text. | |
| **Abstract** (high level summary, approximately 200 words) | | | | | | | | |
| Click here to enter text. | | | | | | | | |
| **Current use of the land** (delete all instructions in the fields below prior to submission) | | | | | | | | |
| *Briefly describe:*   1. *What purpose(s) the Land is currently used for;* 2. *Is the land on Council’s Community Land Register* 3. *List any community groups use the Land;* 4. *List any leases or licences that over the land.* 5. *List the improvements on the Land?*   ***(Delete all red text before submitting)***  Click here to enter text. | | | | | | | | |
| **Assessment Criteria** | | | | | | | | |
| 1. **Is** **Council willing to relocate the current community use to another parcel of land within its ownership?; and**   *Briefly describe what Council proposes to do to address this criteria. Ie. It is proposed that the existing bowling club will be relocated to another Council owned land parcel Allotment x in DP xyz. Early discussions with the bowling club committee have begun and the committee has shown positive interest. (Delete red text before submitting)*  Click here to enter text.     1. **Can Council demonstrate that there will be no loss to the community by developing the land?; and**   *Briefly describe what affect the development will be to the community. Ie, the bowling club is the only user of the land and its facilities are dated and consequently the relocation will provide the club with new facilities. (Delete red text before submitting)*  Click here to enter text.   1. **Can Council demonstrate a strategic need to release the land?; and/or**   ***For example through its master plan.***  *Describe what the development will do for the South Australian regional community such as the economic, social and/or environmental outcomes and attach a copy of a master plan or strategic plan. Ie. Council’s master plan dated 1/1/1999 proposes that all sporting facilities be located in the one area (where possible). Additionally, the Land is in a prime location and better positions for development in association with tourism given its proximity to the river, caravan park and hotel, or alternatively for residential – both of which will provide an economic benefit to the region.*  *Provide information regarding the benefits of the proposal in terms of:*   * *Additional economic activity and jobs* * *Meeting unmet community needs* * *How it assists with the achievements of the Government’s strategic priorities. E.g Capital Investment Program or Strategic Infrastructure Plan for SA*   *(Delete red text before submitting)*  Click here to enter text.   1. **Does Council require a staged land release?**   *Provide evidence of a demand for the release of the Land and why a staged release is considered the best outcome. Ie, The town of Hope has very few vacant land parcels available, particularly with river frontage, however Council would prefer to ensure an appropriately timed staged release in conjunction with other development in the area by purchasing the land and taking control. (Delete red text before submitting)*  Click here to enter text. | | | | | | | | |
| **Financial and commercial details** | | | | | | | | |
| *Please provide:-*  *A copy of Council’s resolution that it has the funds available to proceed with the purchase of the land at current market value.*  *A brief description of the financial and commercial details of the proposal and Council’s financial capacity to deliver the proposal. How will Council fund or support the proposal (Delete red text before submitting)*  Click here to enter text. | | | | | | | | |
| **Risks** | | | | | | | | |
| *Please provide a list of Council/proponent and Government risks. What are the risks to Council/proponent? What are the risks for Government? Consider reputational, financial, physical, social, environmental, community, administration and implementation risks. (Delete red text before submitting)*  Click here to enter text. | | | | | | | | |
| **Other Statements** | | | | | | | | |
| *Please detail any other important information, for example, are there any perceived or actual organisational conflicts of interest? Any potential environmental impacts?* *(Delete red text before submitting)*  Click here to enter text. | | | | | | | | |
| **Agency Points of Contact** | | | | | | | | |
| *If applicable, please provide names and contact information of any other agency and Government points of contact already contacted regarding this proposal including the details and status of any grant funding submissions.* *(Delete red text before submitting)*  Click here to enter text. | | | | | | | | |
| Period of time for which the proposal is valid: | | *Provide details of any time critical dates such as funding etc.*  Click here to enter text. | | | Reasons for: | | Click here to enter text. | |
| **List of Attachments** (list of supporting documents such as maps, title searches, masterplan/business plans, feasibility studies, concept plans, community consultation or explanatory documents)   |  |  | | --- | --- | | Application fee | □ | | Copy of Council’s resolution : | □ | | | | | | | | | | |
| Click here to enter text. | | | | | | | | | |
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**ACKNOWLEDGEMENT**

I, the undersigned, confirm that I am a representative of the proponent and am authorised to contractually bind the proponent.

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| Name: | Click here to enter text. | | | | Position: | | Click here to enter text. |
| Representative’s Organisation: | | | | Click here to enter text. | | | |
| Short Title of Proposal: | | | Click here to enter text. | | | | |
| Signature: | |  | | | Date: | Click here to enter text. | |

Note: This acknowledgement can be printed as a single page, signed, scanned and emailed back with the completed electronic form