



HUME CITY COUNCIL

Specialist Consultancy Suites

Expression of interest

Proposed hire of consultancy suites
within Hume Community Centres



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Specialist Consultancy Suites EOI

Introduction

Hume City Council would like to invite interested not-for-profit or philanthropic community health and wellbeing service providers as well as allied health service providers to submit an Expressions of Interest (EOI) for the let or hire of consultancy suites within the community centres located in Broadmeadows, Craigieburn, Greenvale, Kalkallo and Mickleham.

The consultancy suites are co-located with Council's Maternal and Child Health services and generally share the same waiting area. There are five consultancy suites currently available for hire for the delivery of services that respond to local community needs.

Details of the consultancy suites available through this EOI process can be found within the attached prospectus.

Hume City

Hume City is one of Australia's fastest growing and culturally diverse communities and is home to more than 241,000 residents. Hume spans a total area of 504 square kilometres and is in Melbourne's northern fringe, just 15 kilometres from the centre of Melbourne.

The City has a rich history that stretches back over 40,000 years, when the indigenous communities of the Gunung-Willam-Balluk first inhabited the region and still has a significant proportion of Aboriginal and Torres Strait Islanders living within its municipal boundaries. Hume residents come from 156 different countries and speak over 150 languages - with two out of every five residents speaking a language other than English.

Hume City is experiencing rapid residential growth, particularly in its northern areas. It is anticipated that the residential population in Hume City will increase from 241,018 in 2020 to 310,312 by 2030 and to 367,354 by 2040. This rapid population growth translates into growing community and wellbeing service needs within the municipality.

Consultancy suites in Hume Community Centres

Access to community services is fundamental to the liveability of a community and of residents' collective and individual overall health and wellbeing.

Everyone should be able to access services where they live to support residents leading happy, healthy and fulfilling lives. Rapid population growth has meant people living in developing residential areas often do not have access to timely and essential community health and wellbeing services and therefore need to spend time and money commuting to access services outside of their neighbourhoods. For some, they do not access services at all – leaving them at risk of poor health outcomes.

Hume City Council has recognised the urgency of locally accessible community services for residents and has ensured that the design of its community centres enable the accommodation of co-located Council services with other non-council services. Council's integrated Community Centre model provides opportunities for community health and wellbeing service providers to be co-located within the facility, thereby providing greater continuum of care and support for Hume residents.



The Proposal

Hume City Council has several consultancy suites available for licencing or hire to suitable services providers. The design of the facilities includes two or more consulting suites with the expressed idea that not-for-profit service providers could hire/licence spaces and thereby close the service delivery gaps that are apparent in existing or newly established residential communities.

Another purpose for the provision of the consulting suites is to secure services that could underpin the service delivery principle of a continuum of care and support – including

services required for children and their families. The benefits of co-location with other services provides opportunities for collaboration, referral pathways and community-centered approaches to service delivery.

Under the section Your Expression of Interest of this document, Council will require information as to what, where and how you would like to operate your service within Council's consultancy suites.

Under the section Your Expression of Interest of this document (pages four to seven), Council will require information as to what, where and how you would like to operate your service within Council's consultancy suites.

Service delivery goals

It is important not only to attract the right kind of services into the consultancy suites that respond to community need, but also the right strategic fit of the service provider within the Community Centres.

The following service delivery goals have been developed to guide the EOI application and evaluation process and include:

People: to provide welcoming and people-centred services, care and opportunities to communities that will improve their capacity to look after themselves, their families and others.

Partnerships: to participate in collaborative approaches with other services to achieve the best outcomes for their clients, other users of the Centres and the wider community.

Practice: to promote practices that are high quality, safe, inclusive, accessible and provide the best strategic fit for the Community Centres.

Place: to progress a continuum of services and care under the one roof (or within the community through outreach) that responds to the local needs of the community (catchment-based servicing).

Fees and charges

Licence: Suitable applicants will be invited to enter into a Licence for their preferred space in accordance with Council's Licence and Lease Policy.

- A Licence can be issued from two years or longer with a maximum term of five years.
- The Licence rental will be calculated in accordance with Council's Lease and Licence Policy (a copy of this policy is available upon request)
- A Licence Agreement includes an early termination clause where either party can provide three months written notice for any reason to terminate the Licence.

Regular/Casual Hire: Consultancy suites can be hired for casual/regular hire. The following table provides indicative hire rates across the Community Centres for the Consulting Suites:

Category	Hourly Hire Rate per Consulting Suite (Incl GST)
Commercial/Private	\$27.60
Government/Non-Government Organisation	\$19.70
Community	\$15.75

Prospectus for Consultancy Suites



Broadmeadows Community Hub

Introduction

Hume City Council has multiple co-located consultation suites available for hire by community health and wellbeing services providers. The benefits of co-locating with other services may provide opportunities for collaboration, referrals and community-centred approaches to service delivery while supporting residents to lead happy, healthy and fulfilling lives.

Currently, there are nine consulting suites which are or will shortly become available to not-for-profit or philanthropic community health and wellbeing service providers. Interested parties are required to complete the accompanying Application Form to secure the use of a suite/s within any of the following Community Centres:

Aitken Hill Community Centre

40 Waterview Boulevard
Craigieburn VIC 3064

Greenvale West Community Centre

7 Ventura Way
Greenvale VIC 3059

Mickleham North Community Centre

82-90 St George's Road
Mickleham VIC 3064

Broadmeadows Community Hub

180-182 Widford Street
Broadmeadows VIC 3047

Newbury Child and Community Centre

440 Grand Boulevard
Craigieburn VIC 3064

Kalkallo Community Centre

33 Toyon Road
Kalkallo VIC 3064

All Expression of Interest Enquiries (EOI's) and lodgement must be directed to:

Melek Caliskan

Hub Administration Officer

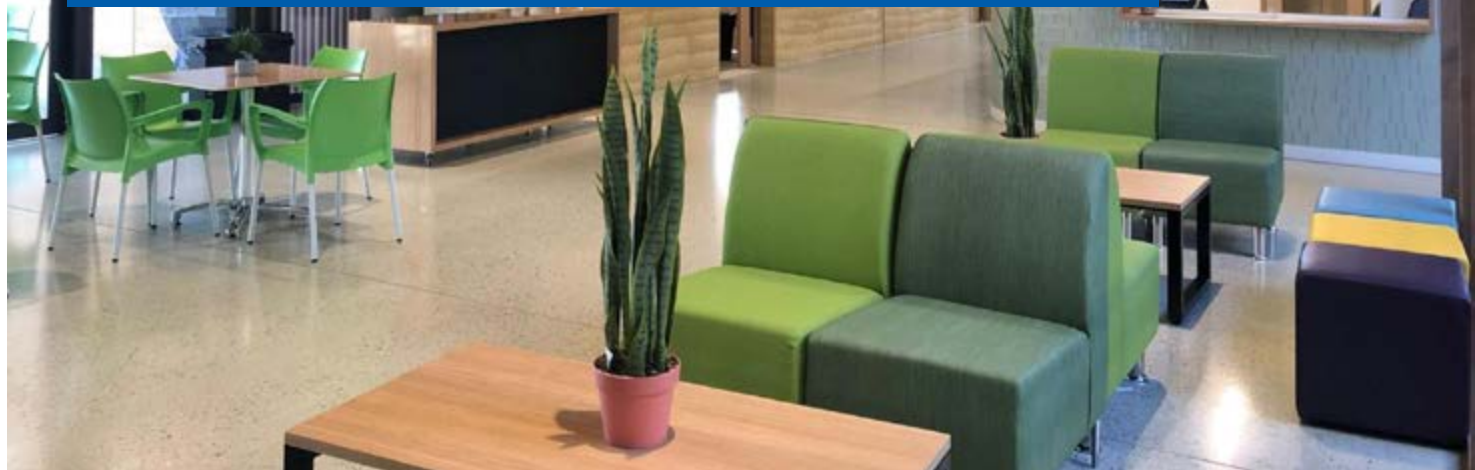
Phone: 9658 5701

Email: CCSHAdmin@hume.vic.gov.au



Greenvale West Community Centre

Aitken Hill Community Centre



Aitken Hill Community Centre is situated at **40 Waterview Boulevard, Craigieburn** near the Aitken Hill Primary School and within a five minute drive of Craigieburn Central.

The centre accommodates three Preschool classrooms, two Maternal Child Health nurses and monthly scheduled immunisation sessions. In addition, a wide range of community activities and programs, including children's dance classes, yoga, self-defense and supported playgroups are provided within the facility.

Consultancy Suite 1

Inclusions:

- Shared separate waiting area
- A desk and ergonomic office chair
- Acoustic soundproofing treatment
- Intercom system – after hours safe access
- Lockable cabinet/cupboards
- NBN/internet connections available
- Sink and bench
- 1 visitor chair
- Split system air conditioning (individually controlled)



Consultancy Suite 1

Building amenities

Inclusions:

- Centre Reception open Monday to Friday
- Four meeting / training rooms for hire, each with an AV unit
- All accessibility toilets and baby change facilities
- Access to informal meeting space and community café area within the internal street
- Outdoor secluded courtyard with BBQ and table settings
- Free off-street, car and disability parking



Community Room

Broadmeadows Community Hub

The Broadmeadows Community Hub is a modern two-storey facility, situated at **180 – 182 Widford Street, Broadmeadows** and within walking distance to the Olsen Place shopping mall. Accessible by either lift or stairway, Consulting Suite 1, is located on the first floor of the building and conveniently positioned next to the Maternal and Child Health Consulting rooms.

The Hub is home to Dallas Neighbourhood House and Broadmeadows Residents Advisory Group. The Broadmeadows Community Hub hosts five Supported Playgroups, two Maternal Child Health nurses and a wide variety of community activities and programs.

Consultancy Suite 1

Inclusions:

- Shared waiting area
- Sink and bench
- Table and four visitor chairs
- Access to ground floor community café area
- Data points
- NBN/internet connections available
- Split system air conditioning (individually controlled)

Building amenities

Inclusions:

- Centre Reception open Monday to Friday
- Three Meeting/Multipurpose Purpose Rooms, one with projector and screen
- Computer/training room with an AV monitor
- Ground floor community café area
- Outdoor secluded courtyard with BBQ and seating
- Free Hume WiFi (restricted access)
- All accessibilities toilets and baby change facilities
- Access to lift and stairwell, all accessibilities toilets and baby change facilities
- Free off-street, car and disability parking



Consultancy Suite 1



Waiting Area

Greenvale West Community Centre



Located at **7 Ventura Way, Greenvale**, the Greenvale West Community Centre is a newly constructed facility which opened in May 2021. There are two consulting suites presently available for immediate use. The consulting suites are situated opposite the Reception Office, adjacent to the centre's main entrance. The consulting suites share a waiting room with the Maternal and Child Health consulting suites and are acoustically treated to protect privacy.

Co-located and existing services at the Greenvale West Community Centre include three preschool classrooms, two Maternal Child Health nurses and fortnightly or bi-monthly scheduled evening immunisations.

Consultancy Suite 1

Features:

- Shared waiting area
- A desk and ergonomic office chair
- 2 visitor chairs
- Lockable cabinet/cupboards
- Sink, baby measuring scale and bench
- Split system air conditioning (individually controlled)
- Data points
- Provision for one client NBN and/or Landline Telephone connection

Consultancy Suite 2

Features:

- Shared waiting area
- A desk and ergonomic office chair
- 2 visitor chairs
- Lockable cabinet/cupboards
- A sink and bench
- Split system air conditioning (individually controlled)
- Data points
- Provision for one client NBN and/or Landline Telephone connection

Building amenities

Inclusions:

- Centre Reception open Monday to Friday
- Four Meeting/Training Rooms for hire, each with an AV unit
- Free Hume Wifi (Restricted access)
- Access to internal street, community café area, all accessibilities toilet and baby change facilities
- Free off-street and accessible parking



Consultancy Suite 1



Consultancy Suite 2

Newbury Child & Community Centre

The Newbury Child and Community Centre is located at **440 Grand Boulevard, Craigieburn** and surrounded by parklands, sporting grounds, the Newbury Primary School and a childcare centre within walking distance to local shops.

Newbury Child and Community Centre comprises four preschool classrooms, four Maternal Child Health consulting rooms and a toy library facilitated by Broadmeadows Disability Services. It also provides a wide variety of community activities and programs, including dance, yoga, learning, social support and emergency relief programs.

Consultancy Suite 1

Features:

- Shared waiting room with TV
- One entry and one exit door
- Acoustic soundproofing treatment
- Desk and ergonomic office chair
- 2 visitor chairs
- A sink and bench top
- Split system air conditioning (individually controlled)
- Access to internal street, community café area, all accessibilities toilet and baby change facilities
- Lockable cabinet/cupboards



Consultancy Suite 1

Building amenities

Inclusions:

- Centre Reception open Monday to Friday
- Four Meeting/Training rooms for hire
- Free Hume WiFi (Restricted access)
- Community café area within the internal street
- All accessibilities toilet
- Free front and rear off-street parking



Reception Area/Internal Street

Kalkallo Community Centre



Kalkallo Community Centre is situated at **33 Toyon Road, Kalkallo**. Two consulting suites will be available and attributes of the new Community Centre will comprise:

- A Reception Office
- Two Maternal Child Health Consulting Rooms
- Two Specialist Consulting Suites
- Consulting Suites Waiting Area
- Two Preschool rooms
- Flexible Community Meeting space
- Multipurpose Training/Meeting Room
- Staff Room
- All accessibilities toilet
- Two Community Meeting Rooms that can accommodate up to 50 people in each

Consultancy Suite 1 & 2

- Shared waiting room with an acoustic treatment for the protection of privacy
- Provision for one client NBN and/or Landline Telephone connection
- Data points
- Desk and ergonomic office chair
- 2 visitor chairs
- Lockable cabinet / cupboards
- Split system air conditioning (individually controlled)
- Hand basin and examination bench
- Access to internal street, community café area, all accessibilities toilet and baby change facilities



Consultancy Suite 1



Consultancy Suite 2



Reception Area/Internal Street

Mickleham North Community Centre



Situated on **82-90 St George's Road, Mickleham**, the Merrifield North Community Centre is a state of the art Community Centre. The Centre incorporates the following amenities:

- Reception Office
- Hume City Council Customer Service
- Two specialist consulting suites
- Three Maternal Child Health Consulting Suites
- Large Consulting Waiting Area
- Interview/Consulting Room
- Three Preschool Rooms
- Children's Activity Space/Multipurpose Room
- Large Community Meeting Spaces and adjoining Community Kitchen
- Large Multipurpose/Community Rooms
- Training Room
- Staff Room
- All accessibilities toilet

Consultancy Suite 1 & 2

- Shared waiting room with an acoustic treatment for the protection of privacy
- Provision for one client NBN and/or Landline Telephone connection
- Data points
- Desk and ergonomic office chair
- Two visitor chairs
- Lockable cabinet / cupboards
- Split system air conditioning (individually controlled)
- Hand basin and examination bench
- Access to internal street, community café area, all accessibilities toilet and baby change facilities



Consultancy Suite 1



Consultancy Suite 2



Waiting Area

NEW Kalkallo North Community Centre and Mickleham South Community Centre opening mid 2023



Kalkallo North Community Centre will be situated at Kalkallo North Community Centre will be situated at **Corner Dwyer Str and Koesks Vista Kalkallo**

Kalkallo North Community Centre and Kalkallo North Community Centres are state of the art Community Centres and are expected to open mid year 2023. The Centres will incorporate the following amenities:

Two consulting suites will be available and attributes of the new Community Centre will comprise the following amenities:

- A Reception Office
- Two Maternal Child Health Consulting Rooms
- Two Specialist Consulting Suites
- Consulting Suites Waiting Area
- Two / three Preschool rooms
- Staff Room
- Flexible Community Meeting Spaces
- Multipurpose Training/Meeting Room
- All accessibilities toilet

Consulting suites 1 and 2

- Shared waiting room with an acoustic treatment for the protection of privacy
- Provision for one client NBN and/or Landline Telephone connection
- Data points
- Lockable cabinet / cupboards
- Desk and ergonomic office chair
- 2 visitor chairs
- Access to internal street, community café area, all accessibilities toilet and baby change facilities
- Split system air conditioning (individually controlled)

Mickleham South Community Centre will be situated at Kalkallo North Community Centre will be situated at **125 Brossard Rd Mickleham**

Mickleham South Community Centre is a state of the art Community Centre and is expected to open mid year 2023. The Centre will incorporate the following amenities.

Two consulting suites will be available and attributes of the new Community Centre will comprise:








- A Reception Office
- Two Maternal Child Health Consulting Rooms
- Two Specialist Consulting Suites
- Consulting Suites Waiting Area
- Two / three Preschool rooms
- Staff Room
- Flexible Community Meeting Spaces
- Multipurpose Training/Meeting Room
- All accessibilities toilet

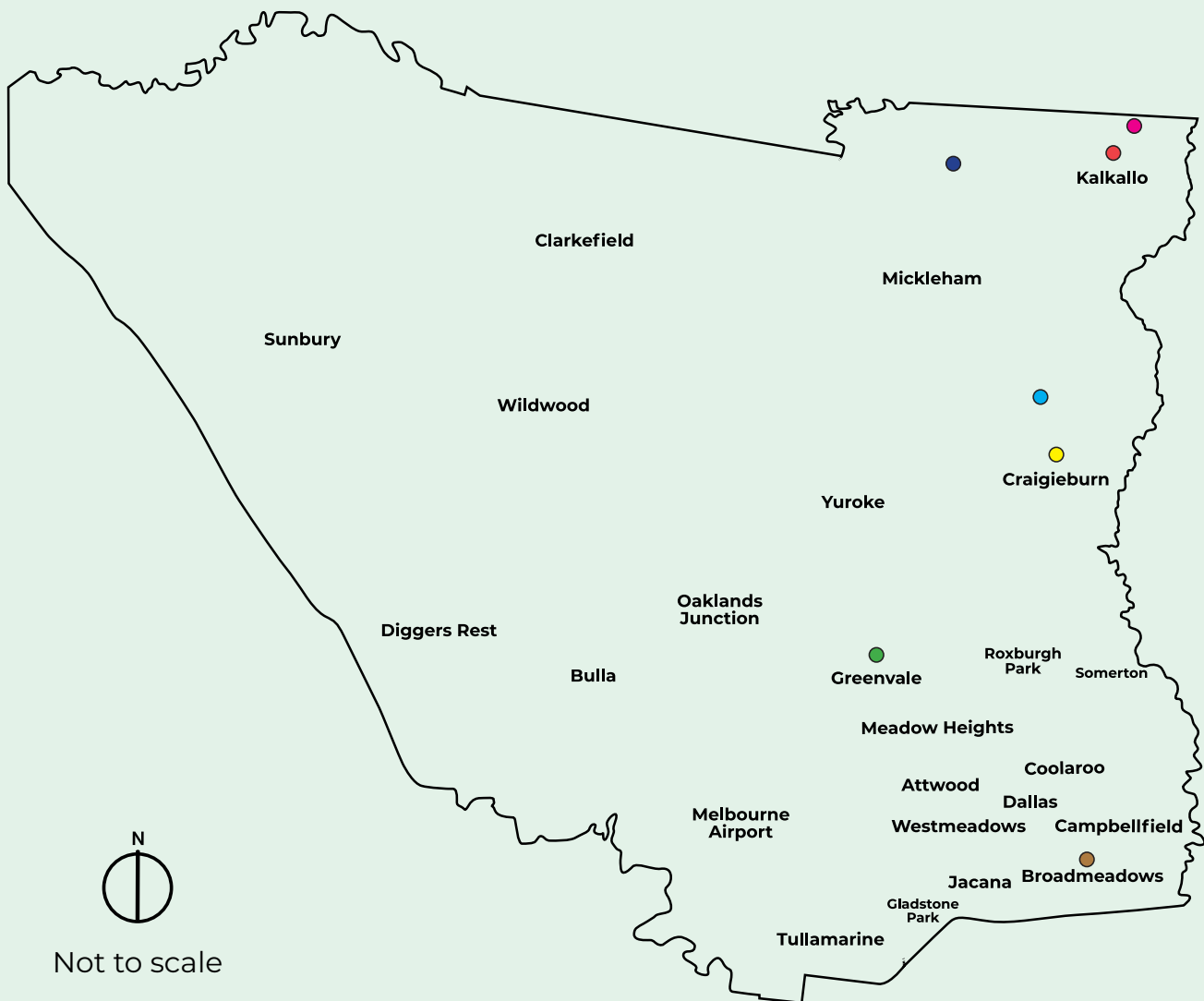
Consulting suites 1 and 2

- Shared waiting room with an acoustic treatment for the protection of privacy
- Provision for one client NBN and/or Landline Telephone connection
- Data points
- Lockable cabinet / cupboards
- Desk and ergonomic office chair
- 2 visitor chairs
- Access to internal street, community café area, all accessibilities toilet and baby change facilities
- Split system air conditioning (individually controlled)

Hume Community Centres location

Legend

- | | |
|---|---|
|  Aitken Hill Community Centre
40 Waterview Boulevard
Craigieburn VIC 3064 |  Newbury Child and Community Centre
440 Grand Boulevard
Craigieburn VIC 3064 |
|  Greenvale West Community Centre
7 Ventura Way
Greenvale VIC 3059 |  Kalkallo Community Centre
33 Toyon Road
Kalkallo VIC 3064 |
|  Mickleham North Community Centre
82-90 St George's Road
Mickleham VIC 3064 |  Kalkallo North Community Centre
Cnr Dwyer St and Koeks Vista
Kalkallo VIC 3064 |
|  Broadmeadows Community Hub
180-182 Widford Street
Broadmeadows VIC 3047 | |



HumeLink

Multilingual telephone
information service

Enquiries 9205 2200

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Connect with us



Hume City Council

1079 Pascoe Vale Road, Broadmeadows
PO Box 119, Dallas, Victoria 3047



Customer Service Centres

Scan QR code to find locations and hours
or visit hume.vic.gov.au/contactus



9205 2200



contactus@hume.vic.gov.au



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