

# Policy – Maritime Property – Marketing & Tendering

## 1. Policy statement

Dealing with the market requires a range of approaches dependent on the nature and probable use of the property. Maritime Property is categorised as commercial, community, domestic or infrastructure. The preferred marketing process will reflect complexities such as the impact on adjoining land, properties with no public access or that may have correlative uses with other NSW Government agencies such as Crown Lands, Local Councils and Sydney Ports. Other Maritime Properties may be the subject of complex development approval requirements or may be under consideration for divestment.

## 2. Scope and coverage

This Policy, in conjunction with the various applicable procedures, establishes the actions undertaken to deliver robust and transparent marketing and tendering processes for all new and renewed leases of Maritime Properties in order to achieve optimal financial and social outcomes in accordance with NSW Government requirements.

In general terms the three broad marketing approaches will be:

- Competitive Tendering
- Appointment of a Real Estate Agent to advertise and market the property
- Direct negotiations with a single market participant.

In all cases proposed lease terms are to be determined prior to engaging with the market in order to support the Roads and Maritime Services objectives for the property. These terms will be dependent on the property use category and will include aspects such as:

- Use restrictions
- Lease term
- Options
- Target rent
- Premium if appropriate
- Rental review structure
- Capital Investment required
- Maintenance and work, health safety obligations
- Ownership of improvements; and
- Make-good provisions.

The category of property will determine the choice of marketing approach. In some cases it may be appropriate to alter the marketing approach from direct negotiation to competitive tender and vice versa. In such cases adequate notice should be given and the justification for the selected approach fully documented.

### 3. Purpose and intended outcomes

The purpose of this policy is to ensure Roads and Maritime Services:

- Markets Maritime Properties and responds to enquiries or unsolicited proposals in an effective and efficient manner in order to minimise administrative processes and costs
- Is consistent and transparent in the management of Maritime Properties.

Adherence to this policy will deliver quality, accountable, property management outcomes for all Maritime Properties.

**Review date:** May 2019.