



Image: Tully Support Centre Facebook

Request For Expressions of Interest:

WM Mullins Sports Hall

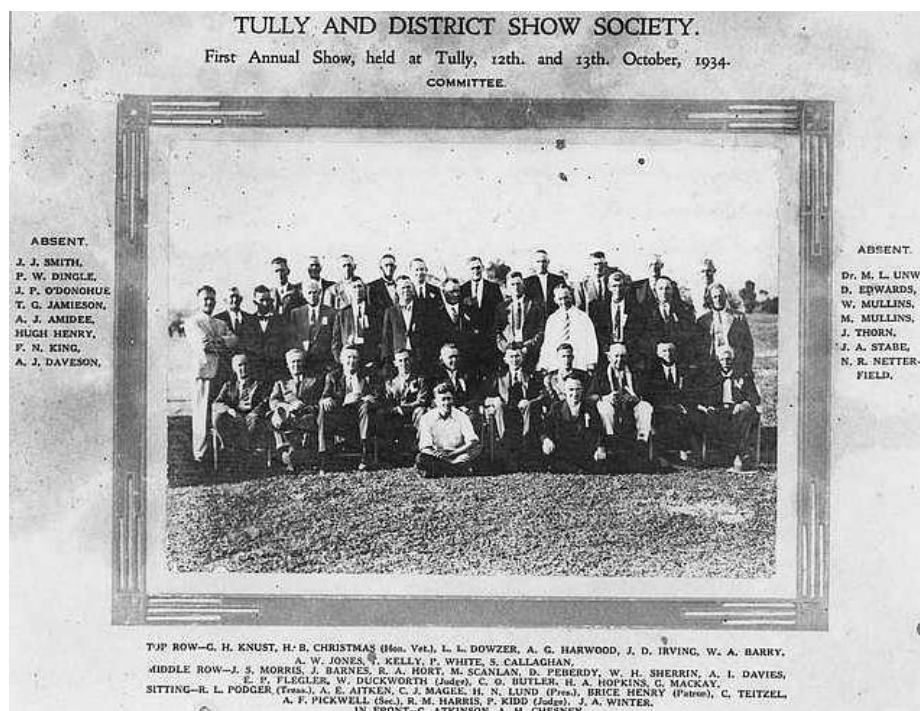


Table of Contents

INTRODUCTION	3
BUILDING DESCRIPTION	4
BUILDING PHOTOS	5
LAND AREA + DESCRIPTION	7
SUBMISSION FORM	8
RESPONSE SCHEDULE	9
Part 1 - Utilisation	
Part 2 - Community and Economic Benefit	
Part 3 - Sustainability	
Part 4 - Governance and Compliance	
DRAFT TENURE AGREEMENT	Attachment 1
ASBESTOS MANAGEMENT PLAN	Attachment 2
PROPERTY REPORT	Attachment 3
RCD TEST RESULTS	Attachment 4
STATUTORY DECLARATION	Attachment 5

Introduction

Council is inviting Expressions of Interest from not-for-profit, incorporated community organisation which may want to lease / seek tenure of the WM Mullins Sports Hall building commonly known as the Mullins Hall at the Tully Showgrounds, Butler Street, Tully.

Please note that commercial use of the property is not permitted. This EOI document contains the following information for consideration:

- Building Description
- Land and site details
- Submission Form
- Response Schedule
- Draft User Agreement
- Asbestos Management Plan
- Property Report
- RCD Test Results
- Statutory Declaration

Community Use of Assets Policy (refer to website link:

<https://www.cassowarycoast.qld.gov.au/downloads/file/4535/community-use-of-council-assets>)

All Expressions of Interest submissions will be assessed in accordance with Council's Policy for 'Community Use of Assets' available on Council's website. Tenure agreements may be approved for individual groups or for shared use, however it must be noted that the agreement will require the transfer of assets owned by Council, to the user.

Any agreement offered will be subject to Council approval / resolution which will be final and binding.

Agreement fees are set at \$1 per annum plus outgoings (fixed outgoings such as water and sewerage connection fees may be incorporated into the fee). Outgoings are listed in the Building Description section. The maximum term for a facility use agreement will be five (5) years. Based on performance and compliance, Council at its discretion will review and may determine additional tenure arrangements beyond the initial term.

Interested parties will need to undertake their own due diligence on the property and Draft User Agreement prior to submission of their Expression of Interest and should contact Council's Principal - Property & Leasing, Mark Valente, on 0457 055 737, with any queries.

To be considered, interested parties **must** complete:

- The Submission Form
- The Response Schedule and Checklist
- Statutory Declaration

The Closing date of the **EOI is Tuesday 29 October at 4pm**

All responses are to be sent by email to: enquiries@cassowarycoast.qld.gov.au

Building Description:



Tenancy Costs:

- Electricity Consumption – approximately \$1200 per annum based on prior usage
- Water usage - approximately \$400 per annum based upon prior consumption
- Water connection (1 x 50mm connection : meter # 19HB01057) = \$2299.00 per annum in total without any concession applied. Charge \$575 based upon a 20mm connection
- Sewerage connection (4 pedestals = \$1098.75 includes 75% concession as per CCRC Policy
- Public Liability Insurance – minimum cover \$20 million
- Building Insurance (at tenants' option)
- All renewals, upgrades, repairs and maintenance

Building description:

- Single level community hall with elevated floor height (no disability access)
- Timber sub floor with hardwood timber flooring
- Combination of masonry walls & timber frame / cladded sections
- Pitched timber roof with roof iron sheeting
- Suspended ceiling
- Internal and external wall cladding (refer to asbestos management plan for details of areas containing asbestos)
- Aluminium windows – limited window furnishings
- No Air conditioning
- Existing ceiling fans throughout
- Recessed LED lighting

Features:

- Kitchen and bar (all plant, equipment, fixtures and fittings are uncertified).
- Two existing cool rooms (not operational)
- Internal male toilets (1 pedestal, 1 urinal) & female toilets (2 pedestals) with hand basin for male/ female. No ambulant and no person with a disability PWD accessible toilet
- Open plan hall (approx. floor area 270sqm)
- Internal access to Tip Byrne Igloo (excluded)
- Office / storage space (ie internal and external lock up storage
- Covered verandas

Building photos:





Land Area + Description:



Location: Part of land at Tully Showgrounds

Tenancy Land Area: 691.39 sqm approx.

Lot & Plan Number:

Lot 3540

Plan SP267846

Land Type: Reserve

Permitted Land Use: Showgrounds / Racecourses / Airfields / Local Government

Submission Form

This submission is for a facility use agreement over Council land at:

Tully Showgrounds – Mullins Hall

Name of Organisation:

Address:

Email:

Phone/ Mobile:

Office Bearers (names and contact phone or email):

President:

Contact:

Secretary:

Contact:

Treasurer:

Contact:

Other:

Contact:

Membership Numbers:

(Senior) Male:

Female:

(Junior) Male:

Female:

(Total) Male:

Female:

Total:

DID YOUR ORGANISATION COMPLETE THE SURVEY DURING THE TULLY SHOWGROUND MASTERPLAN COMMUNITY ENGAGEMENT PROCESS?

YES ☐

NO ☐

Response Checklist

In your Response schedule include answers to all the below questions.

PART 1: UTILISATION:

1. Provide membership numbers for the past 3 years (ie total and breakdown of male/female; junior/senior; note any major fluctuations or trends in membership etc)	☐
2. How many hours per week would the facility be used by your organisation's activities?	☐
3. How many weeks per month would the facility be used by your organisation's activities? (eg. every week 4.3 wks per month, every second week only = 2.15 wks/mth etc)	☐
4. How many weeks per year would your organisation run its activities/ programs in this facility? (eg 48wks = 2 shut down Christmas and 2 weeks throughout year; 26wks = half year or sport season; 40wks = 52wks minus school and public holidays etc)	☐
5. How many hours per week or weeks per year would the facility be available for shared/ other users/ uses?	☐
6. How many participants per week do you anticipate attending your organisation's activities at the facility?	☐
7. Will the hours or use differ across the seasons / year? Please explain variances.	☐
8. Describe the program / activities that will be run in or delivered from the facility and who are these targeted towards?	☐
9. Describe the demographic of the participants that engage with your organisation's programs.	☐
10. Details of organisation's events hosted outside of your normal/standard activities and training sessions in the past 12 months, include the number of events, where the events were held, the type and duration of event held, and the approx. number of attendees at each event.	☐
11. Provide any details of proposed future use and any forward bookings or details of annual events planned and level of confidence these will be held.	☐
12. Is the facility you are applying for suited to host/ hold any of these events? Describe which events.	☐
13. Do the activities/events of your organisation attract visitors/ participants/ spectators <u>from inside</u> our Cassowary Coast region? Estimate how many visitors/ participants/ spectators would attend and frequency? Please summarise (eg inter-town club comp held twice year with 150 participants and 80 spectators; local school's come and try day – term 1 – 1 day = 250 students)	☐
14. Do the activities/events of your organisation attract visitors/ participants/ spectators <u>from outside</u> of the Cassowary Coast region? Estimate how many visitors/ participants/ spectators would attend and frequency? Please summarise (eg host regional cup comp annually = 25 teams of 12 per team and 300 spectators; Christmas market – once per year = 3000 attendees)	☐

PART 2: COMMUNITY AND ECONOMIC BENEFIT

1. What is the key purpose of your community group? Who benefits from these services?	☐
2. How does your club promote, value and support inclusion and diversity in our community?	☐
3. Does your organisation offer any financial support or benefits to disadvantaged groups / individuals through special membership or sponsorship or similar?	☐
4. How does your organisation support or contributions to the local economy or businesses? (eg local account undertakes audit, purchase meat for raffles from local butcher)	☐
5. What would be the impact on the community if your organisation was unable to deliver its services?	☐
6. Does your organisation have any paid employees? Do they live locally? If your organisation is wholly volunteer run, are most of your core volunteers living locally and working or retired?	☐
7. Is the club prepared to take over ownership of the asset?	☐
8. If your organisation currently using or leasing an existing Council facility or other facility, please name the facility and describe in detail why it does not meet the needs of your organisation? What are your plans for this facility if your organisation is unsuccessful in this EOI?	☐
9. Are there any other facilities at the Tully Showground (eg Pavillion 1) or in Tully or the region that your organisation could deliver your programs and activities from?	☐
10. Based on your intended use, could this facility be shared? Please explain if so, or if not why.	☐

PART 3: SUSTAINABILITY

1. Is the facility 'fit-for-purpose'? If not, what improvements are required to meet your organisations needs? Describe and demonstrate your understanding of how these improvements would be made and funded. (eg roof to be replace – seek quotes, fund from mix account reserves \$32k and grant \$30k Community Benefit, engage local builder with correct qualifications & insurances and replace during shut down period and non-rainy season)	☐
2. What methods does your organisation use to raise revenue? For example – fundraising, membership fees, sponsorship, grants, in-kind support.	☐
3. Demonstrate how your organisation will meet the outgoings associated with the facility. Consider all outgoings such as electricity, waste removal, water, repairs and maintenance, renewals etc.	☐
4. What does your organisation do to drive and increase membership?	☐
5. How long has your organisation been operating in years?	☐
6. Please include a Strategic or Business Plan (if available), proposed grant applications and aspirations.	☐

PART 4: GOVERNANCE

Please provide the following essential information:	
1. Copy of the Association's Certificate of Incorporation	☐
2. Copy of the Association's Rules	☐
3. Evidence of current Public Liability Insurance Cover to \$20M	☐

Draft Tenure Agreement

Refer to Attachment 1

Asbestos Management Plan

Refer to Attachment 2

Property Report

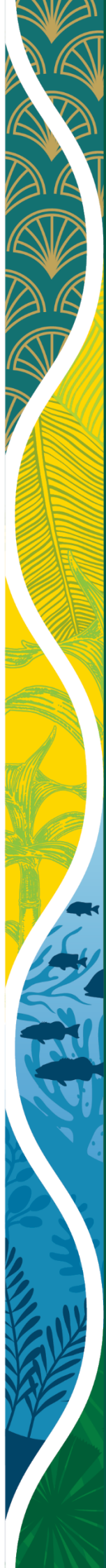
Refer to Attachment 3

RCD Test Results

Refer to Attachment 4

Declaration

Refer to Attachment 5



1300 763 903



enquiries@cassowarycoast.qld.gov.au



cassowarycoast.qld.gov.au



70 Rankin Street, Innisfail
38-40 Bryant Street, Tully
4 Balliol Street, Cardwell