

Gawler



Expression of Interest – Gawler Art Groups

Town of Gawler is seeking Expressions of Interest from Arts Groups within the Gawler Community who are interested in utilising the Upper Level of the Gawler Visitor Information Centre building for endeavours supporting the arts.

In March 2017 the Gawler Community Gallery made a representation to Council requesting Council consider providing the group with the upper level of the Visitor Information Centre building for use as a permanent Community Gallery. The organisation envisaged obtaining funding through the Fund My Neighbourhood Program (FMNP) to fund the installation of a lift to allow greater accessibility to the space.

Use of the building as an art gallery would be subject to a development application seeking a “change of classification” for the space which was previously utilised as an office space and meeting room.

Council supported the concept, in principle, subject to several conditions; one such condition being obtaining funding for a lift through the FMNP or other such grant. Unfortunately the FMNP has been discontinued by the State Government and another funding source has not been identified. The cost for installation of a lift within the existing building has been estimated to be \$422,000. Council does not have the funds available to support the building upgrade at this time.

Council has been working through a process in an effort to meet the needs of the arts community, adhere to compliance requirements under the *Disability Discrimination Act 1992* and also meet the expectations of the broader community.

Council is seeking Expressions of Interest (EOI) from the Gawler Arts Community to understand the interest in the location and for what purpose and also ascertain if there are any opportunities for co-location or use. The type of fittings suitable for the space is likely to be hanging rails, gallery lighting, movable partitions etc.

The EOI process is being undertaken:

1. As an exploratory process to assist Council in assessing its risk exposure in allowing community use of the facility; and
2. To ensure that Council observes the principles identified under the *Local Government Act 1999 SA*, specifically Section 8 (h) & (i), i.e.

A council must act to uphold and promote observance of the following principles in the performance of its roles and functions—

- (h) seek to ensure that council resources are used fairly, effectively and efficiently;
- (i) seek to provide services, facilities and programs that are adequate and appropriate and seek to ensure equitable access to its services, facilities and programs;

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Interested organisations that submit an EOI will have to identify their intended use of the location, any changes they wish to make to the building and any fixtures and fittings they would install to meet their functionality requirement for the space (all works, fixtures and fittings to be at the cost of the organisation submitting the EOI).

The information provided in the EOI submission(s) will allow Council's Administration to make an assessment of each applicants needs against the State Government Minister's Specification SA 'Upgrading health and safety in existing buildings' August 2017. This specification came into effect on the 19th September 2017 and under clause 104.1 of this specification if a building is undergoing a 'change of classification' then alterations can necessitate upgrading disability access.

Important note: Council reserves the right to decline an Applicants request for use of the facility for any specific purposes based on the findings of the EOI process, for example a submission that results in the need for a development application & building works or that represents an unacceptable risk to Council.

Projected Timeline: To enable due diligence to be undertaken in this matter, an indicative date for occupation of the space, subject to Council resolving to proceed with a tenancy, would be no earlier than April 2019.

Expressions of Interest must be lodged by 5pm Friday the 19 October 2018 via the following methods:

E-mail - community@gawler.sa.gov.au

Post – PO Box 130 Gawler SA 5118

Over the counter – Gawler Administration Centre, 43 High St, Gawler East, SA 5118



Organisation Details		
Name:		ABN (if Applicable):
Organisations Address:		
Primary Contact Person		
Name:		
Position in Organisation:		Phone Number(s):
Email:		
Secondary Contact Person		
Name:		
Position in Organisation:		Phone Number(s):
Email:		
Association Rules or Constitution attached:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Comments:
Last audited financial statements attached:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Comments:
A copy of Public Liability Insurance Certificate of Currency attached:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Comments:
Any other relevant documentation attached:	<input type="checkbox"/> MOU <input type="checkbox"/> Funding agreements <input type="checkbox"/> Licences etc	<input type="checkbox"/> Other (details):
Entity Type	<input type="checkbox"/> Incorporated Association <input type="checkbox"/> Community Group <input type="checkbox"/> Collaboration	<input type="checkbox"/> Other(details):
Intended use for the facility:		

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How will the intended use benefit the Community:

Detail the program(s) & activities that will be run from the facility:

Total number of Members:

Number of Senior Members:

Number of Junior Members:

Membership Fee structure:

Any other fees charged: example for programs, activities etc.

Intended operating hours:

Comments:

What percentage of the operating hours will the venue be open to the public?

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Is the facility fit for purpose for the intended use?

Does the applicant intend to carry out alterations to the facility? (to the building, fixtures & fittings). If so please provide details of changes required, how this will be funded, timeframes etc.

Is the applicant currently receiving support or funding from Town of Gawler? Yes No
If yes please provide details.

Is there a Service Level Agreement (SLA) or MOU in effect with Town of Gawler?
 Yes No
If yes please provide details.

How does the applicant generate income?

Does the applicant only wish to utilise the space as the sole occupant? Or is there opportunity for a collaborative use for the space?

Signature:

Date:

Print Name:

[Office use only]

Date & Time Received	Received By	Initials