

Cassowary Coast Regional Council

Request For Expressions of Interest:
Tip Byrne Building
("The Igloo")

Tully Igloo (Tip Byrne Basketball Stadium)

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Introduction

Council is inviting Expressions of Interest from not-for-profit, incorporated community organisations which may want to lease / seek tenure of the Tip Byrne Building at the Tully Showgrounds and known as the “Igloo”. 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
- 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. The minimum term will be five (5) years.

Interested parties will need to undertake their own due diligence on the property and draft 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
- Declaration

The Closing date of the **EOI is 24 July 2024**. All responses are to be sent by email to:
enquiries@cassowarycoast.qld.gov.au

Building Description



Tenancy Costs:

- Electricity Consumption – approximately \$100 / month based on prior usage
- Water usage - approximately \$400 per annum based upon prior consumption
- Water connection (1 x 20mm connection) = \$575.00 pa
- Sewerage connection (5 pedestals = \$1098.75 includes 75% concession as per CCRC Policy
- Public Liability Insurance – minimum cover \$20 million
- Building Insurance (at tenants' option)
- All upgrades, repairs and maintenance

The Igloo is a masonry structure with steel frame and convex steel roof.

Flooring Components:

Surface Layer: high-quality hardwood Finish. Sealed to protect the wood and provide a smooth, non-slip surface.

Subfloor Construction:

Sprung Mechanism: It consists of various layers that provide the "spring" effect.

Resilient Pads: Placed between the subfloor and the supporting beams, these pads absorb impact and allow for a degree of flex.

Battens or Joists:

Hardwood timber spaced at regular intervals beneath the subfloor.

Features:

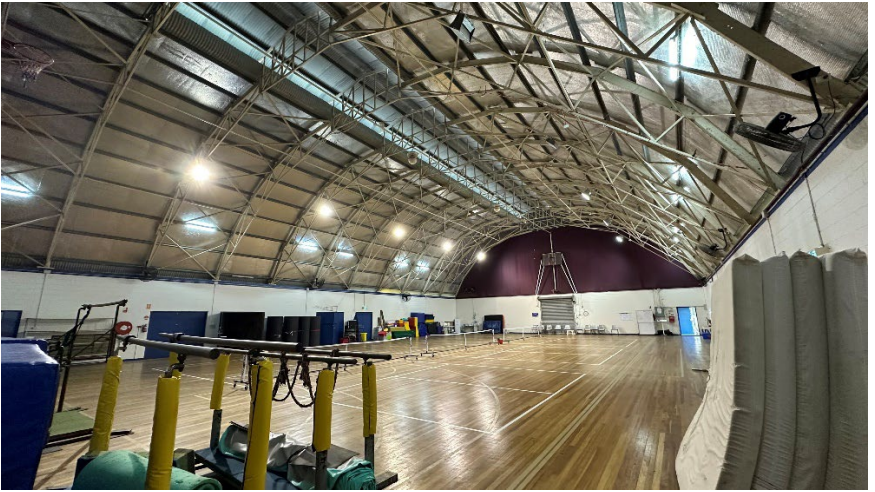
- Kitchenette
- Floodlighting
- Marked basketball court and associated components.
- Storage
- Attached Toilet Block

Floor Area: Approximately 645sqm + Amenities Block

Amenities Block:

3 man urinal, 4 toilets, 6 showers in total

BUILDING PHOTOS:



Land Area + Description



Location: Part of land at Tully Showgrounds

Tenancy Land Area: 1925.13sqm 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

.....

Name of Organisation:

Address:

.....

Email:

Phone/ Mobile:

Office Bearers: President: Secretary:

Treasurer: Other:

Membership: (Senior) Male: Female:

(Junior) Male: Female:

Did your organisation complete the Survey during the Tully Showground Masterplan Community

Engagement: YES NO .

If Yes, Please provide updates if there has been changes to membership numbers.....

If No, Please complete the survey as per the below link:

https://forms.microsoft.com/Pages/DesignPageV2.aspx?subpage=design&FormId=YOfX6_bI0EKPYAm3Fjf2cmVZIGeJR_FJhBikEiRxENURUhQNUU0MUJBOVFJRFIEVzi0T0IGSEVQOSQIQCN0PWcu&Token=4f496bac0754497595555f9199b805db

Response Schedule

PART 1: UTILISATION:

Outline how your club intends to utilise the space. Comment on:

- a) State the hours and days per week the facility will be used
- b) Will the hours or use differ across the seasons / year? Please note the seasonal changes
- c) Describe the programs / activities that will be delivered from the facility
- d) How many participants do you expect to attend each session?
- e) Describe the demographic of the participants that engage with your programs
- f) If you occupy an existing Council facility, please describe in detail why it does not meet the needs of your club
- g) Are there any other facilities at the showgrounds or in the region that you could deliver your programs and activities from? Consider pavilion 1 & 2 at the Tully Showgrounds – comment on why these facilities would not be appropriate.

PART 2: COMMUNITY AND ECONOMIC BENEFIT

Consider the Community and Economic Benefit your Club's programs and activities bring to the region. Please provide responses and comments to the below:

- a) How many members and participants engage in your clubs activities each week?
- b) Does your club have any employees or is it all volunteers?
- c) Do the activities of your club attract people from across or outside the region i.e. major carnivals or events – if so, provide a brief summary
- d) Please make any other comments you feel may be relevant to this topic

PART 3: SUSTAINABILITY

This section refers to your organisations long-term sustainability for the use of the proposed facility. Provide responses or comments on the below questions:

- a) The outgoings of the facility will include:
 - i. Electricity
 - ii. All Repairs and Maintenance (structural and non-structural)
 - iii. Water and Sewerage charges
 - iv. Insurance – Public Liability (compulsory) and Property (if you elect to do so)

Demonstrate how you generate revenue (i.e. member / program fees, sponsorship, fundraising etc) and show how your annual revenue will meet the annual expenses of the facility. A simple budget forecast (income and expense) sheet is the preferred format for this response.

- b) Please provide your organisation's financial statements for the last 3 years.
- c) Fit for purpose - does the facility meet the needs of your club 'as is' or are there any improvements that will be required to accommodate the needs of your club. If so, please demonstrate what work is required and if your club has the capacity to deliver the works within a reasonable time frame.

PART 4 GOVERNANCE & COMPLIANCE

Please provide the following essential information:

- a) Copy of the Association's Certificate of Incorporation
- b) Copy of the Association's Rules
- c) Details of the current management committee
- d) Evidence of current Public Liability Insurance Cover to \$20M

Draft Tenure Agreement

Refer to Attachment 1

Declaration

Refer to Attachment 2



 1300 763 903

 enquiries@cassowarycoast.qld.gov.au

 cassowarycoast.qld.gov.au

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