



Creative Spaces 2024/25

Gallery Container @ Toukley Expression of Interest (EOI)

1. About the Program

Creative Spaces is designed to foster and develop creatives, makers, and artists through the use of Council-owned places and spaces in creative ways.

Central Coast Council aims to support creativity and innovation on the Central Coast via this EOI by providing an opportunity to utilise the Gallery Container which will be located in the Village Green, Toukley during the 2024/25 financial year.

The Gallery Container is available for the creative community to make, create, connect, and activate the space including exhibitions, installations, workshops, creative demonstrations, artist talks etc.

Additionally, the program intends to increase visitations to the Toukley town centre for the benefit of our local businesses through the delivery of creative installations, workshops, and programs.

Applications are open to creative individuals, groups, or collectives. Successful applicants are encouraged to make the space available to multiple artists via exhibitions and the facilitation of workshops.

Applications for Expression of Interest will open on Wednesday 1 May 2024 with all applications to be received no later than 10am on Wednesday 22 May 2024.

2. About the Space

The Gallery Container is a converted 40ft shipping container decked out as a gallery, workshop and office space which is suitable for exhibitions, workshops and interactive community engagement.

The container will be in the Toukley Village Green which is between Canton Beach Rd and the Coles carpark (off Yaralla Rd) and in the heart of the town centre surrounded by cafes, retailers, and services.

Facilities and equipment available in the container include:

- Dedicated office space with work benches, office chairs and bar fridge
- Gallery space with lighting and hanging system
- Projector
- Air conditioning
- Outdoor deck and synthetic grass area suitable for outdoor activities
- Signage panel for promotion

Please note electricity is available, however there is no access to water within container.

3. Availability

The Gallery Container will be available for use in 2024/25 for blocks as outlined below.

- 1 July to 27 September 2024
- 30 September to 29 November 2024
- 13 January to 28 March 2025
- 31 March to 27 June 2025

The space will need to be open for a minimum of 4 days per week for a minimum of 4 hours per day.

4. What Council will provide

- The space and all associated equipment including electricity at no cost to the successful applicant/s.
- Promotional support via Council's website and social media.
- Funding support of \$5,000 per block to the successful applicant/s to cover the cost of materials, promotion, equipment etc.
- Any required structural maintenance and general wear and tear as reported to Council by the hirer.
- Induction of successful applicant/s to the site.
- A template for monthly reporting.

5. Responsibilities of successful applicants

- Provide all associated equipment, materials, and supplies for the delivery of installations, exhibitions, and creative workshops.
- Programming, promotion, and marketing of all activities within the Gallery Container.
- General cleaning of the space including rubbish disposal.
- Security and locking of the space.
- Develop and maintain appropriate Work, Health and Safety management systems including risk assessments, safety data sheets and Working with Children Checks where required.
- Provide and maintain \$20 million of Public Liability insurance to cover all relevant activities and workers compensation covering any employees of the applicant/s (where relevant).
- For all activities conducted within the space record attendance and engagement outcomes for inclusion in a monthly report to Council.
- A fee maybe charged by the successful applicant to attendees for the facilitation of workshops and entry to exhibitions etc., however we strongly encourage your program to include a portion of free activities for the community.

Any damages to the Container space by the hirer and or attendees to the space.

6. Selection Process

Council will undertake a competitive selection process based on how well each of the questions in the application form are addressed so please ensure that you answer each question thoroughly and provide as much information as possible.

7. Want to be involved?

Applications are invited from:

- Central Coast based professional creatives across a broad variety of genres.
- Individuals or collectives.

Please submit required insurances and your proposal outlining your intended use of the space addressing the nominated selection criteria using the form below.

All applicants will be notified of the outcome of their application via the nominated email address.

Please submit your application by 10am Wednesday 22 May 2024 to:
towncentres@centralcoast.nsw.gov.au

First name *

Last name *

Address

Email *

Mobile number *

Website/Social URL *

Please explain how you will use the space and what benefit it will bring to you/ your organisation and the wider community? *

Please demonstrate a commitment to deliver activities that will increase community engagement and footfall through the area:

Please demonstrate a commitment to activate the space a minimum of 4 days per week: *

Please demonstrate a clear and realistic ability to utilise the space to develop and explore creative practice and/ or business outcomes: *

Please demonstrate how you will partner and collaborate with other creative groups or practitioners regularly in the space: *

Please demonstrate a commitment to provide a monthly report to Council on the outcomes and benefits of this opportunity: *

Do you have or are you willing to obtain and maintain required insurances for duration of lease period? *

(ie Public Liability to the sum of \$20 million and Workers Compensation covering any employees of the principal applicant where relevant)

Please upload examples of artwork and creative projects: *

No file chosen