

## **CALLS FOR EXPRESSIONS OF INTEREST | FOOD AND BEVERAGE OPERATOR AT NORMAN LINDSAY GALLERY**

**Opens: Friday 6 September 2024**

**Closes: Friday 4 October 2024**

The National Trust of Australia (New South Wales) (the National Trust) is inviting expressions of interest from experienced individuals or companies looking for a unique opportunity to develop their operations in the hospitality industry by running a contemporary food and beverage enterprise in an iconic location, the Café at Norman Lindsay Gallery and Museum located in the UNESCO World Heritage listed Blue Mountains National Park.

### **LOCATION**

The Café located in the Norman Lindsay Gallery heritage listed sandstone etching studio and renovated café space adjacent to the Norman Lindsay Gallery, and with seating for approx. 40 people inside the café building, with possibility for further outdoor seating of approx. 30 people in the two separate outdoor courtyards, the café has a picturesque setting with views across the verandah and courtyards into the National park and gallery grounds.

The site of Norman Lindsay Gallery and Museum boasts a unique position on 47 acres of private property backing on to bushland in Faulconbridge. The property is a tourism destination featuring the Norman Lindsay Gallery and Museum, the artists painting studio and etching studio in which the café space is located, the site is situated in the lower Blue Mountains in a serene location that boasts access to the gallery, gardens and a private bushwalk with views over the Grose Valley.



### **Proximity to other Blue Mountains destinations by car**

- 37.8KM WSI Airport
- 20.5 km Penrith CBD
- 32.5 km Echo Point and the Three Sisters and Scenic World
- 4.5 km Springwood Train Station
- 26.2 km Leura / Katoomba Villages
- 2.3km Great Western Highway turn off



## **VISITATION**

Blue Mountains National Park attracts over 5-6 million visitors per year for overnight stays, recreation, play, social and cultural activities, public events and to eat and drink. Entry to villages in the park is free. Parking fees may apply in some village high streets.

Norman Lindsay Gallery welcomed over 12,000 visitors in FY2024, and 10,000 visitors the previous year.

## **NORMAN LINDSAY GALLERY AND CAFE**

Norman Lindsay Gallery and Museum opens as an art gallery and museum at five days a week, the museum's current opening hours are:

- Thursday to Monday 10am - 4pm
- Other days subject to bookings

Norman Lindsay Gallery and Museum offers venue hire for wedding ceremonies, corporate events, public ceremonies, photographic sessions, group bookings, school excursions, exhibitions, and cultural festivals. Our strategic focus will be to collaborate with a cafe vendor and local businesses to enhance visitor numbers and enrich the experience for all event types.

More information about Norman Lindsay Gallery is available on the National Trust website at:

<https://www.nationaltrust.org.au/places/norman-lindsay-gallery/>

National Trust staff are onsite seven days a week.

## **THE NATIONAL TRUST**

The National Trust of Australia (NSW) is a community-based, non-government organisation, committed to promoting and conserving New South Wales' natural, built and cultural heritage.

We care for magnificent gardens, galleries and house museums across New South Wales, while also leading the field in bushland management. Our advocacy efforts raise awareness for natural or built heritage under threat.

All this work is made possible with the help of more than 20,000 members, 1,000 volunteers, and the ongoing support of donors and staff. The National Trust depends on the income it generates from visitors, members, donors and tenants and could not deliver its core objectives without the support of its many tenants and hundreds of volunteers.

## **NATIONAL TRUST VISION**

The National Trust's vision is to bring the heritage of New South Wales to life for future generations. We conserve and protect our built, cultural, and natural heritage by example and educate and engage the community by telling our stories in ways that awaken a sense of place and belonging.



**Norman Lindsay Gallery** aims to preserve history and inspire community through vibrant events and visitation. In the home of Australia's iconic children's book 'The Magic Pudding' and its creator prolific artist Norman Lindsay, we host visitors, events, tours, and cultural experiences that celebrate our heritage and enrich our future.

#### **WHAT KIND OF TENANT IS THE NATIONAL TRUST SEEKING FOR NORMAN LINDSAY GALLERY**

The National Trust views this tenancy as a long-term partnership, and it is therefore essential that any applicant is committed to the National Trust's aims of delivering great experiences and providing public access, engagement, and enjoyment.

The applicant must demonstrate that he or she:

- Has the necessary training, knowledge, and experience to manage the business.
- That there is a sound financial base to provide the necessary working and investment capital.
- Has the ability and interest to work closely with the National Trust to deliver its aims and objectives.

The National Trust has set some criteria for the type of tenant sought:

- Someone with an aspiration to run a high-quality hospitality business
- Someone who sees opportunities for an enterprise that makes the most of the footfall in the area and will complement existing businesses/ activities
- Someone with a robust, realistic business plan, sound business experience and sufficient capital to support their plans.
- Someone who is a good communicator and can be an ambassador for the National Trust and the local community.

#### **COMMERCIAL SERVICES REQUIRED**

The National Trust is seeking an Operator who will provide a food and beverage offer that meets the needs of the local community, including museum and park visitors, and is a sustainable business model for the Operator and the National Trust.

The National Trust seeks three main services to be provided by the Operator:

1. Café - serving a menu, with breakfasts/ light lunches and snacks to eat onsite or take-away at a range of price points, during agreed opening hours to be negotiated.
2. Catering/ functions – the Operator would be the preferred supplier for corporate venue hires and private functions onsite offering cocktail/ canape style options. Preferred supplier for groups and providing food offerings during major festivals and events.
3. Public program partnerships – to work with the National Trust Norman Lindsay Gallery on services tailored to additional public programs, such as themed meals, events, promotions, and extended hours.

#### **KEY INFORMATION**

0.1	Permitted use	▪ Permitted uses as governed by local authorities.
0.2	Liquor license	▪ On premises restaurant alcohol service by Operator permissible and preferred - subject to application for liquor license.



		<ul style="list-style-type: none"> <li>▪ NLG will obtain separate liquor license for own functions on the property.</li> </ul>
0.3	Trading hours	<ul style="list-style-type: none"> <li>▪ Opening hours in line with NLG operating hours</li> <li>▪ Variations to hours may be considered subject to the overall offer by operators.</li> <li>▪ Not limited to museum opening hours for evening events</li> </ul>
0.4	Capacity	<ul style="list-style-type: none"> <li>▪ Overall capacity approx. 70 people in the <b>primary use areas</b>. <ul style="list-style-type: none"> <li>○ Seating for 30 people outside on verandah and outdoor paved areas</li> <li>○ Seating of 40 people inside Café interior</li> </ul> </li> </ul>
0.5	Approximate square metres primary use areas <ul style="list-style-type: none"> <li>▪ Kitchen</li> <li>▪ Service area</li> <li>▪ Undercover verandah</li> <li>▪ Outdoor seating</li> </ul>	<ul style="list-style-type: none"> <li>▪ The primary use area comprises 450m<sup>2</sup> of internal floor area, kitchen facilities, undercover seating and outdoor seating.</li> <li>▪ See attachment A for all identified areas.</li> <li>▪ See attachment B for images</li> </ul>
0.6	Kitchen and servery,	<ul style="list-style-type: none"> <li>▪ The National Trust will work with the successful operator towards any approval and compliance measures required for the space.</li> <li>▪ The National Trust will be responsible for installation of permanent fixtures and fittings in the kitchen and serving areas. This may include but is not necessarily limited to hand washing sinks, hot water unit, compliant floor coverings, grease trap, compliant food preparation counters, and mechanical extraction unit. The Operator will provide all non-permanent components such as cooking and refrigeration equipment.</li> <li>▪ Changes and updates to the décor and fit-out need to be done in consultation with the National Trust management</li> <li>▪ Reverse cycle air conditioning is installed in the building. Ceiling lights are provided in all spaces and lighting is installed on the verandahs.</li> <li>▪ Some furniture is provided. Outdoor furniture will need to be approved by the National Trust to ensure its suitability.</li> </ul>
0.7	Parking and deliveries	<ul style="list-style-type: none"> <li>▪ Deliveries available from Norman Lindsay Crescent and through a gated entrance to the café space</li> <li>▪ The Tenant must, and must ensure that its employees, officers, consultants, agents, contractors, invitees, licensees, sub-tenants, patrons and customers, park in the designated parking area on the street outside the Land.</li> <li>▪ The Tenant must ensure that the driveway leading to and from the Premises is kept clear at all times</li> </ul>



		including to enable deliveries and for the use as a drop off and pick up zone for disabled customers and visitors
0.8	Amenities	<ul style="list-style-type: none"> <li>▪ Customers have access to 1 unisex outdoor bathroom a mobility access bathroom is located at the gallery bathroom area</li> </ul>
0.9	List of inventory provided by lessor	<ul style="list-style-type: none"> <li>▪ 1 X large commercial double door refrigerator</li> <li>▪ 2 X Large Fire extinguisher</li> <li>▪ 1 X Small Fire extinguisher</li> <li>▪ 30 X Timber Chairs</li> <li>▪ 10 x Timber tables</li> <li>▪ 1 X split system air conditioner. (Toshiba brand)</li> <li>▪ 1 X S/S Hand washing basin with mixer tap with cupboard (bottom kitchen)</li> <li>▪ 2 X S/S free standing benches (bottom kitchen)</li> <li>▪ 1 X S/S Corner unit cupboard (bottom kitchen)</li> <li>▪ 1 X S/S Sink wither mixer tap and cupboard (bottom kitchen)</li> <li>▪ 1 X s/s Bench with Double Sliding Cupboard (bottom kitchen)</li> <li>▪ 1x Brema' Ice maker</li> <li>▪ 1 x Smartwash 500' Dishwasher</li> <li>▪ 1 X Salamander</li> <li>▪ 1 X Benchtop double fryer</li> <li>▪ 1 X Range 'Goldstein' 2 burner / griddle plate</li> <li>▪ 1 X Range on right/ 4 burner / oven not operational</li> </ul>
0.10	Point of Sale/EFTPOS	<ul style="list-style-type: none"> <li>▪ Responsibility of the Operator</li> </ul>
0.11	Telephone/Wi-Fi	<ul style="list-style-type: none"> <li>▪ Responsibility of the Operator</li> </ul>
0.12	Security	<ul style="list-style-type: none"> <li>▪ Monitored alarm service looked after by NLG management team.</li> <li>▪ Regular patrols of site by both private security company</li> </ul>
0.13	Waste disposal	<ul style="list-style-type: none"> <li>▪ The Operator is to manage costs and appropriate disposal of all waste generated from this food and beverage business in accordance with National Trust, local Council requirements.</li> <li>▪ The garbage area is defined on the Site Plan.</li> </ul>
0.14	Cleaning	<ul style="list-style-type: none"> <li>▪ Cleaning is the responsibility of the Operator, including weekend servicing of amenities.</li> </ul>
0.15	Work Health and Safety	<ul style="list-style-type: none"> <li>▪ The Operator is required to meet all regulations for food/ beverage businesses as regulated by the Blue Mountains City Council and the NSW Food Authority.</li> </ul>
0.16	Fire and safety	<ul style="list-style-type: none"> <li>▪ The Operator is responsible for fire and safety equipment within the primary use area, including fire extinguishers and fire blankets.</li> </ul>
0.17	Pest control	<ul style="list-style-type: none"> <li>▪ Pest control within the primary use area is the responsibility of the Operator.</li> </ul>
0.18	Maintenance	<ul style="list-style-type: none"> <li>▪ The Operator shall be responsible for all minor maintenance on fixtures within primary use area</li> </ul>



		<p>including fair wear and tear on any National Trust supplied equipment.</p> <ul style="list-style-type: none"> <li>▪ The National Trust remains responsible for maintenance of the buildings and gardens</li> </ul>
0.19	Business model	<ul style="list-style-type: none"> <li>▪ The Operator will be a separate business entity and responsible for their business administration and operate as an independent business.</li> </ul>
0.20	Operating terms	<ul style="list-style-type: none"> <li>▪ An agreement must be signed prior to site occupation with a monthly rental fee payable in advance and annual Market and CPI Rent reviews.</li> <li>▪ Lease term will be 3 year term with a 6 month rental holiday</li> </ul>
0.21	Date of commencement	<ul style="list-style-type: none"> <li>▪ Within six (6) weeks from notification of successful application.</li> </ul>
0.22	Sub letting	<ul style="list-style-type: none"> <li>▪ There will be no right to assign, sub-let or part with possession of the whole or any part of the premises.</li> </ul>
0.23	Security deposit	<ul style="list-style-type: none"> <li>▪ The equivalent of three months rental fee will be held as security.</li> </ul>
0.24	Insurance	<ul style="list-style-type: none"> <li>▪ Fixtures in the primary use areas are insured under the National Trust's insurance cover.</li> <li>▪ The National Trust will insure the structure of the buildings.</li> <li>▪ The Operator is responsible for public liability, contents, fixed equipment, décor, furniture, employee and third-party insurance.</li> </ul>
0.25	Outgoings – business operations	<ul style="list-style-type: none"> <li>▪ The Operator is responsible for the payment of all outgoings whatsoever related to the primary use area and their use/ business operation.</li> <li>▪ The Operator will pay all utility charges, including water and power.</li> </ul>
0.26	Brand ownership	<ul style="list-style-type: none"> <li>▪ Use of the National Trust name and logo is subject to approval by the National Trust.</li> </ul>
0.27	Inclusions	<ul style="list-style-type: none"> <li>▪ The Operator should note that any work on the premises must be agreed in writing with the National Trust beforehand and be in line with all other requirements.</li> </ul>

## APPLICATION PROCESS

Launch date                      Friday 6 September 2024

Viewing days                      Contact Norman Lindsay Gallery directly to make an appointment staff will be available to answer questions

Closing date deadline:      Friday 4 October 2024

Written proposals are required which should include:

- Your vision for the food and beverage enterprise at Norman Lindsay Gallery
- Outline of your experience in the hospitality sector





- Sample menus (café operations/ functions and event catering)
- Evidence of capability/ reference (including personal references and references as to financial capacity)
- Evidence of eligibility to apply for a liquor licence
- An understanding of management issues relating to running a food and beverage venue in a museum.
- Preferred length of time for a lease.

Submissions should be sent by email to [nlg@nationaltrust.com.au](mailto:nlg@nationaltrust.com.au) marked 'NLG Food & Beverage EOI'

For enquiries and further information please phone (02) 47511067.

### **SELECTION PROCESS**

All submissions received on or before the EOI deadline will be considered and a shortlist prepared. Those short listed will be invited to meet with representatives from the National Trust.

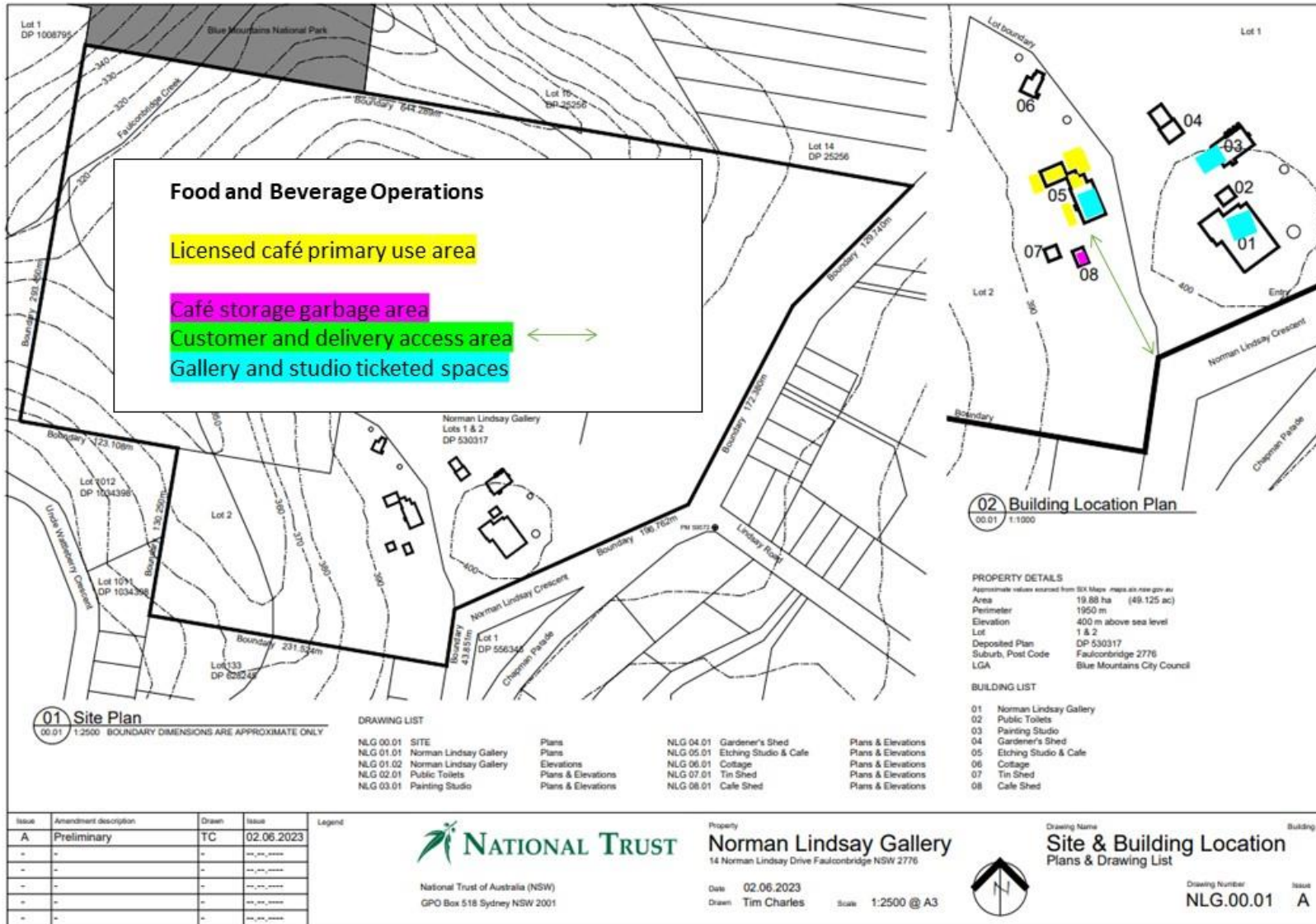
Following the selection of the successful applicant, negotiations will take place to agree the final content of the agreement.

### **NOTE**

- These particulars are issued for guidance purposes only. They are prepared and issued in good faith and are intended to give a fair summary of the property and the food and beverage opportunity.
- Any description or information given should not be relied upon as a statement or representation of fact.
- Photographs show only certain parts of the property at the time they were taken. Any areas, measurements or distances given are only approximate.
- Prospective applicants must satisfy themselves by inspection as to these and other relevant details.
- The National Trust reserves the right of not having to accept any offer received in response to this call for expressions of interest.



ATTACHMENT A







**ATTACHMENT B**



*Figure 1 Exterior North East outdoor courtyard*



*Figure 1 Verandah dining area*



*Figure 3 Front entry and exterior uncovered dining area*



*Figure 4 Interior dining area*



*Figure 5 Cafe exterior north east aspect*



*Figure 6 Interior and exterior cafe dining spaces*