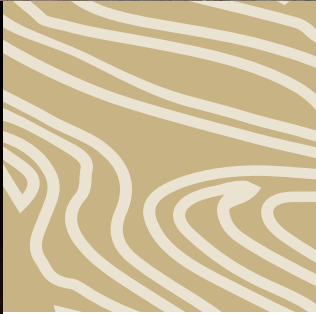


CITY OF SOUTH PERTH

EXPRESSION OF INTEREST

TEMPORARY ACTIVATIONS ON THE SOUTH PERTH
FORESHORE – FORMER RAC INTELLIBUS® HUB SITE



Overview

Timeline

EOI Open	1 September 2023
EOI Close	15 September 2023 - 4pm (WST)
EOI Assessment	EOI Assessment Period: 18-29 September 2023 EOI Applicant Outcome Notification: 6 October 2023

Qualitative criteria

It is essential that respondents address each qualitative criterion. The EOI submissions will be used as the basis for assessing proposals. Failure to provide the specified information may result in elimination from the EOI assessment process. Please refer to selection criteria (page 5) for full criteria description.

Description of Criteria	Weighting
Alignment to the City's Strategic Objectives	30%
Appropriate level of risk management and insurance documentation	20%
Business profile, demonstrated experience and skilled key personnel	20%
Creativity of the proposed project or activity	15%
Community benefit, access and inclusion	15%

Submission process

Please complete the Expression of Interest form and submit with your supporting documentation before **15 September 2023 – 4pm (WST)** to bookings@southperth.wa.gov.au

Introduction

The City

The City of South Perth is a medium sized metropolitan local government authority located 4kms from the Perth CBD. The City of South Perth covers the suburbs of South Perth, Kensington, Como, Manning, Karawara, Waterford and Salter Point. The district is primarily residential; however, important local industries include professional offices, educational institutions, tourism and golf courses.

Expressions of Interest

The City of South Perth (City) is inviting Expressions of Interest (EOI) from commercial businesses and community organisations to activate the section between zones 4 and 5 of the South Perth Foreshore reserve (site formerly occupied by the RAC Intellibus® Hub), through the facilitation of temporary recreational activities or associated operations during the 2023/24 financial year (*Note: multi-year agreement/licence agreement renewal option may also be negotiated between the parties*).

The City is eager to hear from you if you feel you can support the City to achieve its strategic objectives as detailed in the [Strategic Community Plan 2021-2031](#); [Cultural Plan 2023-2028](#) and [South Perth Foreshore Strategy and Management Plan 2015](#) that:

- Embrace and facilitate unique events and attractions on or near the foreshore areas and reserves;
- Facilitate and create opportunities for social, cultural and physical activity in the City; and
- Undertake events and attractions to grow tourism to local destinations.

The proposal should also be consistent with the [Perth Water Precinct Plan](#).

Types of operations

Operations may include (but not be limited to):

- Recreational activities (e.g. bike hire, sporting activities, fitness classes etc.)
- Events
- Tours

This EOI process does not exclude other proposals being submitted to the City for assessment during the year.

Selection Criteria

A scoring system will be used as part of the assessment of the qualitative criteria. It is essential that respondents address each qualitative criterion.

Selection Criteria	Weighting	Requirements
<p>City Strategic objectives</p> <p>Alignment to support the City achieving the objectives listed in the City's Strategic Community plan and associated plans (linked above).</p>	30%	Essential
<p>Risk Management Plan and insurances</p> <p>A detailed risk management plan with risk assessments and business insurance policy and documentation.</p>	20%	Essential
<p>Business Profile</p> <p>A detailed business profile, demonstrating experience completing similar projects, skills and experience of key personnel and business reputation.</p>	20%	Essential
<p>Creativity</p> <p>There is a uniqueness of concept/experience.</p>	15%	Essential
<p>Community Benefit and Access/Inclusion</p> <p>The activity or operation is affordable and can be accessible to all community members (including taking into consideration community members who may have a disability or mobility issue).</p>	15%	Essential

Specific Location of Activity

The proposed activity must be compatible with the chosen location. See Appendix A for more details.

Assessment and Approval Process

Applicants will be assessed by the City and be advised of the outcome by written correspondence. The EOI process is the first step in the application process; and applicants should be aware that if their EOI progresses to the next stage, other approvals may be required, such as Department of Planning, Lands and Heritage approval; Department of Biodiversity, Conservation and Attractions approval; and Council approval. There should be no expectation that if an EOI is approved applicants can commence trading straight away. Applicants should allow a minimum of eight (8) weeks to obtain the necessary approvals prior to their proposed project commencement date.

Terms and Conditions

Approved proposals will be subject to terms and conditions, including payment of fees, compliance with reserve usage conditions etc. The fees will be determined depending on the scale and scope of the activity.

The table below provides a guide regarding the fees and charges (these fees are subject to change as part of the City's annual budget setting process).

Licence Fee	The fee will be negotiated between the parties and determined in accordance with the trading, area, type and length of activation. The fee can range between \$30-\$150/m2.
Alcohol Consumption Fee	\$65
Utility charges – electricity	At cost by utility supplier
Car Parking fee	As per South Perth Esplanade car park fees and charges
Signage Fee	\$60
Vehicle Access Fee	Fee ranges between \$180 and \$1,000 per vehicle depending on type and weight of vehicle
Site Inspection Fee	\$130

Bond	Bond to be determined depending on type and length of activation
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Note: The hub building formally used by the RAC is owned by an external party (Instant Products Group). Costs for installation, hire and removal of the building are the responsibility of the land user.

What to submit

As part of your Expression of Interest you will need to submit the following

- EOI Application Form
- Supporting Application Questions in line with the Selection Criteria
- Risk management plan or assessment, insurances and any other relevant documentation
- References to support your application (including business, contact person and details and the project details).

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Contact

If you have any question relating to the Expressions of Interest process please contact **Leonie Moss**, Recreation Development Officer (Community Facilities) by email at bookings@southperth.wa.gov.au or by phone on 9474 0857.

EOI Application Form

Contact details

Mr/Mrs/Miss/Ms Surname: _____ Given names: _____

Organisation (if applicable): _____

Postal address: _____

_____ Postcode: _____

Phone: Home: _____ Work: _____ Mobile: _____

Fax: _____ Email: _____

On Site contact (if different to applicant): Surname: _____ Given name: _____

Phone (mobile): _____ Email: _____

Additional Information

Will your proposed activity be open to the general public? YES NO

Please provide a brief description

Will you be charging attendees a fee for the activity? YES NO

Please provide a brief description

How many people is your activity anticipated to attract daily?

Location of Activity

The activity must be located within Sir James Mitchell Park in South Perth, within a section of Crown reserve 34656 that is located nearby South Perth Esplanade carpark 11 (formerly used as RAC intellibus hub site).

Please list your proposed trading dates, days and times throughout the 2023/24 financial year period

Note: A minimum of eight weeks is required for pre-activity approvals before commencement.

Days	Trading Times
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	
Saturday	
Sunday	

Commencement Date: _____ 2023

Conclusion Date: _____ 2024

Is your organisation a **Commercial Operator** or **Not for Profit Organisation**? (please circle)

ABN number: _____

Does your organisation have valid Public Liability Insurance?

YES NO

If YES, please attach a current copy of your Certificate of Currency to this application.

Do you plan to trade from a vehicle or erect any temporary structures i.e. marquees/shade cover etc?

YES NO

Please Note: 'Temporary Structures' means a non-permanent building, shelter, equipment, fence, or other thing that is fixed to land or to anything that is fixed to land. Department of Planning, Lands and Heritage (Minister for Lands) approval is required for temporary structures operating on state government owned (crown land) sections of the foreshore that prevent/restrict the general public access

Will your operation involve the consumption or sale of alcohol?

YES NO

Please provide a brief description

Will your operation involve the sale of food or drinks?

YES NO

Please provide a brief description

Will you have any form of amplified music?

YES NO

If YES, please provide a brief description below.

Will your operation require the use of rubbish bins that are provided/seviced by the City?

YES NO

Please provide a brief description below.

Will your operation require the erection of temporary signage?

YES NO

Please provide a brief description below

Will your operation require the use of electricity?

YES NO

Please provide a brief description below

Will your staff require vehicle access onto the reserve?

YES NO

Please provide a brief description below

Will your customers require temporary car parking on the reserve?

YES NO

Please provide a brief description below *(Note: Check with City staff regarding availability of on-reserve carparking areas e.g. Sir James Mitchell Park has temporary on-reserve parking available nearby Mends Street, Coode Street and Ellam Street sections of the park).*

Appendix A – Location

The proposed activity must be compatible with terms of conditions of the chosen location. See site photo below.



Sir James Mitchell Park (small section of parkland between carpark and bike path)

South Perth Esplanade, South Perth

(Nearby City of South Perth Carpark - SPE11)

Civic Centre**9474 0777**

Cnr Sandgate St & South Tce,
South Perth WA 6151

Fax 9474 2425

enquiries@southperth.wa.gov.ausouthperth.wa.gov.au**Recycling Centre****9474 0970**

Hayman Rd & Thelma St, Como
enquiries@southperth.wa.gov.au

Animal Care Facility**9474 0777**

199 Thelma St, Como

George Burnett Leisure Centre**9474 0855**

Manning Rd, Karawara
leisurecentre@southperth.wa.gov.au

South Perth Library**9474 0800**

Cnr Sandgate St & South Tce, South Perth
southperthlib@southperth.wa.gov.au

Manning Library**9474 0822**

2 Conochie Cres, Manning
manninglib@southperth.wa.gov.au

Old Mill**9367 5788**

Melville Pl, South Perth
oldmill@southperth.wa.gov.au

South Perth Senior Citizens**9367 9880**

53 Coode St, South Perth
spsc@bigpond.com

Manning Senior Citizens**9450 6273**

3 Downey Dr (off Ley St), Manning
manning seniors@bigpond.com

Graffiti Hotline 1800 007 774**Collier Park Golf Course****9484 1666**

Hayman Rd, Como
collierparkgolf.com.au

Collier Park Village**9313 0200**

16 Morrison St, Como

9474 0777 | enquiries@southperth.wa.gov.au#discoversouthperth | southperth.wa.gov.au

August 2023