



CITY OF SOUTH PERTH
EXPRESSION OF INTEREST

TEMPORARY ACTIVATIONS SOUTH PERTH
FORESHORE 2024-25



Overview

Timeline

EOI Open	11 March 2024
EOI Close	29 March 2024 - 4pm (WST)
EOI Assessment	EOI Assessment Period: 1-26 April 2024 EOI Applicant Outcome Notification: 29 April 2024

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 **29 March 2024 (4pm)** 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 South Perth Foreshore or other City parks and reserves 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 2020-2030](#); [Cultural Plan 2019-2023](#) 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 such as water based (e.g. kayak, sailing, jet-ski hire etc.) or land based (e.g. bike hire, sporting activities, fitness classes etc.)
- Mobile food vendors
- Buskers/Street entertainment
- Events
- Tours

The EOI process does not exclude other submissions from being received and assessed 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
City Strategic objectives Alignment to support the City achieving the objectives listed in the City's Strategic Community plan and associated plans (linked above).	30%	Essential
Risk Management Plan and insurances A detailed risk management plan with risk assessments and business insurance policy and documentation.	20%	Essential
Business Profile A detailed business profile, demonstrating experience completing similar projects, skills and experience of key personnel and business reputation.	20%	Essential
Creativity There is a uniqueness of concept/experience.	15%	Essential
Community Benefit and Access/Inclusion 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).	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	Price to be determined depending on location; and area, type and length of activation (Up to \$150 per square metre)
Alcohol Consumption Fee	\$65
Event Administration Fee	\$300
City Ranger Fee	\$300
Car Parking fee (Per Zone)	\$337
Signage Fee	\$70

Vehicle Access Fee	Price to be determined depending on type and weight of vehicle. (Between \$191 - \$856)
Site Inspection Fee	\$185
Bond	Price to be determined depending on type and length of activation
Turf Maintenance Cost for large scale events/activities held on City reserves	\$8,000 per hectare pro-rata

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?

Specific Location of Activity

What is the preferred site for your proposed activity?

Please provide a brief description

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

Note: A minmum 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

Are you seeking a **multi-year agreement**/licence renewal option? YES ☐ NO ☐

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/serviced 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 a power generator for 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: Zones 8 and 15 are only available for car parking).

Supporting Questions

How does your proposed activity support the City to achieve its objectives?

Please refer to the City's Strategic Community Plan and associated plans.

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. Each ruling unit consists of a solid blue top line, a dashed blue middle line, and a solid blue bottom line. There are ten such units visible on the page. A small portion of a black horizontal bar is visible at the very bottom left corner.

Please provide a detailed description of how your activity or operation will be managed.

Please include reference to the selection criteria regarding risk management; and insurance.-

What is the main purpose of your organisation and how long has it been in operation?

Please refer to further documentation that may support your application (e.g. attach a business profile/resume or other documents demonstrating experience completing similar projects, skills and experience of key personnel and business reputation).

Please provide a detailed description of your activity and explain the objectives of your activity or operation.

Please include reference to the selection criteria regarding creativity and uniqueness of the activity.

How will your proposed activity or operation provide a community benefit?

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).

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Appendix A – Location Options

The proposed activity must be compatible with terms of conditions of the chosen location. The South Perth Foreshore areas and or other City of South Perth parks may be suitable for your proposed activity (see summary below).

South Perth Foreshore – Zones

South Perth Foreshore/Sir James Mitchell Park – the park stretches along the Swan River from Mends Street Jetty to Ellam Street. Comprising 16 zones with different land ownership, zoning and usage conditions. State government approval for commercial operations will also be required through Department of Planning, Lands and Heritage and Department of Biodiversity, Conservation and Attractions (DBCA). See table below and [South Perth Foreshore Strategy and Management Plan 2015](#) (pages 91-93) for more information.

Venue	Description	Types of Suitable Activities
Sir James Mitchell Park Zone 1	Zone 1, Esplanade North, is located between the rose garden and Queen Street jetty	<ul style="list-style-type: none"> ▪ Small scale temporary events or recreation activities (up to 400 people) ▪ No commercial operations permitted ▪ No vehicle access ▪ Land based activities only ▪ A maximum of one event; or one recreation activity will be permitted at any one time
Sir James Mitchell Park Zone 2	Zone 2, the central area of the Esplanade, is located north of Frasers Lane between two rose gardens	<ul style="list-style-type: none"> ▪ Small scale temporary events or recreation activities (up to 400 people) ▪ No commercial operations permitted ▪ No vehicle access ▪ Land based activities only ▪ A maximum of one event; or one recreation activity will be permitted at any one time
Sir James Mitchell Park Zone 3	Zone 3, located between the two rose gardens	<ul style="list-style-type: none"> ▪ Small scale temporary events or recreation activities (up to 400 people). ▪ No commercial operations permitted ▪ No vehicle access ▪ Land based activities only ▪ A maximum of one event; or one recreation activity will be permitted at any one time
Sir James Mitchell Park Zone 4	Zone 4, located between Mends Street Jetty and the City's carpark	<ul style="list-style-type: none"> ▪ Small scale temporary events or recreation activities (up to 500 people) ▪ No commercial operations permitted ▪ No vehicle access ▪ Land based activities only

		<ul style="list-style-type: none"> ▪ A maximum of one event; or one recreation activity will be permitted at any one time
Sir James Mitchell Park Zone 5A	Zone 5A, located in the City's Scented Gardens, with a central paved area, it offers a secluded and semi-shaded space	<ul style="list-style-type: none"> ▪ Small scale temporary events or recreation activities (up to 50 people) ▪ No commercial operations permitted ▪ No vehicle access ▪ Land based activities only ▪ A maximum of one event; or one recreation activity will be permitted at any one time
Sir James Mitchell Park Zone 5B	Zone 5B, larger open space located adjacent to the City's Scented Gardens	<ul style="list-style-type: none"> ▪ Large scale temporary events, recreation and associated operations (up to 2,000 people) ▪ Temporary commercial operations permitted (food vendors must be associated with an event) subject to compliance requirements ▪ Vehicle access ▪ Land based activities only ▪ A maximum of two events, two recreation activities or two associated operations will be permitted at any one time
Sir James Mitchell Park Zone 5C	Zone 5C, larger open space located adjacent to the City's Scented Gardens	<ul style="list-style-type: none"> ▪ Large scale temporary events, recreation and associated operations (up to 2,000 people) ▪ Temporary commercial operations permitted (food vendors must be associated with an event) subject to compliance requirements ▪ Vehicle access ▪ Land based activities only ▪ A maximum of two events, two recreation activities or two associated operations will be permitted at any one time
Sir James Mitchell Park Zone 6	Zone 6, large open space located south of the flagpole	<ul style="list-style-type: none"> ▪ Large scale temporary events, recreation and associated operations (up to 2,400 people). Temporary commercial operations permitted (food vendors must be associated with an event) subject to compliance requirements. ▪ Vehicle access. Land based activities only ▪ A maximum of two events, two recreation activities or two associated operations will be permitted at any one time
Sir James Mitchell Park Zone 7	Zone 7, large open space located south of the flagpole	<ul style="list-style-type: none"> ▪ Large scale temporary events, recreation and associated operations (up to 6,000 people). Temporary commercial operations permitted (food vendors must be associated with an event) subject to compliance requirements ▪ Vehicle access. Land based activities only ▪ A maximum of two events, two recreation activities or two associated operations will be permitted at any one time.
Sir James Mitchell Park Zone 8	Zone 8, located to the west of Coode Street, is a wide open green space with a small	<ul style="list-style-type: none"> ▪ Large scale temporary events, recreation and associated operations (up to 6,000 people) ▪ Temporary commercial operations permitted (food vendors must be associated with an event) subject to compliance requirements ▪ Vehicle access

	collection of trees through the middle of the zone	<ul style="list-style-type: none"> ▪ Land based activities only ▪ A maximum of two events, two recreation activities or two associated operations will be permitted at any one time.
Sir James Mitchell Park Zone 9	Zone 9, located to the south of the Boatshed restaurant	<ul style="list-style-type: none"> ▪ Small scale temporary events, or recreation activities (up to 250 people) ▪ No commercial operations permitted ▪ Vehicle access ▪ Land based activities only ▪ A maximum of one event or one recreation activity at any one time
Sir James Mitchell Park Zone 10A	Zone 10A, located to the east of Douglas Avenue, offers a wide open riverside location	<ul style="list-style-type: none"> ▪ Large scale temporary events, recreation and associated operations (up to 1,350 people) ▪ Temporary commercial operations permitted subject to compliance requirements ▪ Vehicle access ▪ Land based activities only ▪ A maximum of one event, one recreation activity or one associated operation will be permitted at any one time
Sir James Mitchell Park Zone 10B	Zone 10B, located to the east of Douglas Avenue, offers a wide open riverside location	<ul style="list-style-type: none"> ▪ Large scale temporary events, recreation and associated operations (up to 1,350 people) ▪ Temporary commercial operations permitted subject to compliance requirements ▪ Vehicle access ▪ Land based activities only ▪ A maximum of one event, one recreation activity or one associated operation will be permitted at any one time
Sir James Mitchell Park Zone 11	Zone 11, offers a wide open riverside location	<ul style="list-style-type: none"> ▪ Large scale temporary events, recreation and associated operations (up to 1,400 people) ▪ Temporary commercial operations permitted subject to compliance requirements ▪ No vehicle access ▪ Land based activities only ▪ A maximum of one event, one recreation activity or one associated operation will be permitted at any one time
Sir James Mitchell Park Zone 12	Zone 12, located directly in front of Ranelagh Crescent	<ul style="list-style-type: none"> ▪ Large scale temporary events, recreation and associated operations (up to 2,000 people). ▪ Temporary commercial operations permitted subject to compliance requirements. ▪ No vehicle access. ▪ Land based activities only. ▪ A maximum of one event, one recreation activity or one associated operation will be permitted at any one time.
Sir James Mitchell Park Zone 13	Zone 13, located directly in front of Swanview Terrace	<ul style="list-style-type: none"> ▪ Large scale temporary events, recreation and associated operations (up to 2,000 people) ▪ Temporary commercial operations permitted subject to compliance requirements ▪ Vehicle access

		<ul style="list-style-type: none"> ▪ Land based activities only ▪ A maximum of two events, two recreation activities or two associated operations will be permitted at any one time
Sir James Mitchell Park Zone 14	Zone 14, located directly in front of Swanview Terrace	<ul style="list-style-type: none"> ▪ Large scale temporary events, recreation and associated operations (up to 2,000 people) ▪ Temporary commercial operations permitted subject to compliance requirements ▪ Vehicle access ▪ Land based activities only ▪ A maximum of two events, two recreation activities or two associated operations will be permitted at any one time
Sir James Mitchell Park Zone 15	Zone 15, located to the south west of Ellam Street	<ul style="list-style-type: none"> ▪ Large scale temporary events, recreation and associated operations (up to 2,000 people) ▪ Temporary commercial operations permitted subject to compliance requirements ▪ Vehicle access ▪ Land based activities only ▪ A maximum of two events, two recreation activities or two associated operations will be permitted at any one time
Sir James Mitchell Park Zone 16A (Point Belches & Miller's Pool)	Zone 16A, located nearby the Narrows bridge on the north side	<ul style="list-style-type: none"> ▪ Small scale temporary events, recreation and associated operations (up to 100 people) ▪ Land based and water based activities ▪ A maximum of two events; two recreation activities or two associated operations will be permitted at any one time
Sir James Mitchell Park Zone 16B (Mill Point Reserve)	Zone 16B, located nearby the Narrows bridge on the south side	<ul style="list-style-type: none"> ▪ Small scale temporary events, recreation and associated operations (up to 100 people) ▪ Land based activities only ▪ A maximum of one event; one recreation activity or one operation will be permitted at any one time
Sir James Mitchell Park pathway	The pathway stretches the length of Sir James Mitchell Park	<ul style="list-style-type: none"> ▪ Suitable for passive recreation activities, such as walking, running and bike riding etc. ▪ The path can be hired for events such as fun runs or walk-a-thons; or used for associated operations such as electric bike tours etc. ▪ A maximum of two events, recreation activities and associated operations will be permitted
Mindeerup	A new piazza and promenade area, Mindeerup (meaning	<ul style="list-style-type: none"> ▪ City-facilitated or partnered events and activations only ▪ A maximum of two events or two recreation activities at any one time ▪ No commercial operations will be permitted

	place by the shore) is located directly opposite the Mends Street Jetty	
George Burnett Precinct	Located near George Burnett Leisure Centre, the Precinct is comprised of a Passive Park (wide open space with a purpose built skate park, cycle track and a shaded playground) and adjacent Carpark	<ul style="list-style-type: none"> ▪ The Passive Park is suitable for large scale temporary events, recreation and associated operations (up to 4,000 people) ▪ Vehicle access ▪ A maximum of one large scale event; two recreation activities and three associated operations will be permitted at any one time ▪ Due to the close proximity to commercial food outlets at Waterford Plaza, ongoing mobile food and beverage vans will not be permitted at the George Burnett Precinct unless associated with a short term activity e.g. Manning Farmer's Market ▪ The Carpark is suitable for small scale temporary commercial operations only permitted subject to compliance requirements ▪ Vehicle access ▪ A maximum of three commercial operations will be permitted at any one time
Neil McDougall Park	Neil McDougall Park is a centrally located and is an iconic park located in Como. It is divided into four separate areas, each with wide open spaces. The Park features a lake and a well maintained playground	<ul style="list-style-type: none"> ▪ Large scale temporary events, recreation and associated operations (up to 600 people). Temporary commercial operations permitted subject to compliance requirements ▪ Vehicle access ▪ Land based activities only ▪ A maximum of one large scale event; two recreation activities and three associated operations will be permitted at any one time
Windsor Park	Windsor Park is an iconic park located in the heart of the City next to the zoo. With beautifully maintained grounds, the park's Victorian designed gardens	<ul style="list-style-type: none"> ▪ Large scale temporary events, recreation and associated operations (up to 600 people) ▪ Temporary commercial operations permitted subject to compliance requirements ▪ Vehicle access ▪ A maximum of one large scale event; or two recreation activities; or two associated operations will be permitted at any one time ▪ Due to the close proximity to commercial food outlets along Mends Street, ongoing mobile food and beverage vans will

		not be permitted at Windsor Park unless associated with a short term activity e.g. Community Market, Film Night etc.
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Sir James Mitchell Park Zones



Other City Parks & Venues

The City has a range of other parks/venues that may be suitable for your proposal:

[Neil McDougall Park](#)

[George Burnett Park](#)

[Windsor Park](#)

Mindeerup - A new piazza and promenade area, Mindeerup (meaning place by the shore) is located on the South Perth foreshore at the intersection of South Perth Esplanade and Mends Street. The primary purpose of this piazza/promenade is to serve as a major arrival point to South Perth via the ferry terminal. The area is also available for City-partnered events and activations that are assessed as being suitable for this site in accordance with the South Perth Foreshore Strategy and Management Plan and associated plans.

Civic Centre**9474 0777**

Cnr Sandgate St & South Tce,
South Perth WA 6151

Fax 9474 2425enquiries@southperth.wa.gov.au**southperth.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
manningseniors@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

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March 2024

