CITY OF SOUTH PERTH

EXPRESSION OF INTEREST

TEMPORARY ACTIVATIONS ON THE SOUTH PERTH FORESHORE OR OTHER CITY PARKS 2022-23





Overview

Timeline

EOI Open	14 March 2022
EOI Close	31 March 2022 - 4pm (WST)
EOI Assessment	EOI Assessment Period: 1-29 April 2022 EOI Applicant Outcome Notification: 2 May 2022

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 **31 March 2022 (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 2022/23 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 <u>Strategic Community Plan 2020-2030</u>; <u>Cultural Plan 2019-2023</u> and <u>South Perth Foreshore Strategy and Management Plan 2015</u> 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 <u>Perth Water Precinct Plan</u>.

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	30%	Essential
Alignment to support the City achieving the objectives listed in the City's Strategic Community plan and associated plans (linked above).		
Risk Management Plan and insurances	20%	Essential
A detailed risk management plan with risk assessments and business insurance policy and documentation.		
Business Profile	20%	Essential
A detailed business profile, demonstrating experience completing similar projects, skills and experience of key personnel and business reputation.		
Creativity	15%	Essential
There is a uniqueness of concept/experience.		
Community Benefit and Access/Inclusion	15%	Essential
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).		

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 (i.e. proposed to be up to \$150 per square metre based on independent commercial valuation of the land)
Alcohol Consumption Fee	\$65
Event Administration Fee	\$300
City Ranger Fee	\$286
Car Parking fee (Per Zone)	\$321
Signage Fee	\$60
Vehicle Access Fee	Price to be determined depending on type and weight of vehicle.



	(Between \$180 - \$856)
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).

Timeline

EOI Open	14 March 2022
EOI Close	31 March 2022 - 4pm (WST)
EOI Assessment	EOI Assessment Period: 1-29 April 2022 EOI Applicant Outcome Notification: 2 May 2022

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 name	es:	
Organisation (if applicable):			
Postal address:			
		Postcode:	
Phone: Home:	Work:	Mobile:	
Fax:	Email:		
On Site contact (if different to appli	cant): Surname:	Given name:	
Phone (mobile):	Email:		
Additional Information			
Will your proposed activity be op	en to the general public?		YES 🗆 NO 🗆
Please provide a brief description			
Will you be charging attendees a to NO □			YES
Please provide a brief description			
How many people is your activity	anticipated to attract dail	y?	



Specific Location of Activity

What is the preferred site for your proposed activity?

Please provide a brief description			
period	posed trading dates, days and times throughout the 2021/22 financial year eight weeks is required for pre-activity approvals before commencment.		
Days	Trading Times		
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			
Commencement Dat	te:2022		
Conclusion Date:	2023		



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? NO $\hfill\Box$	YES 🗆	
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/sheetc? YES \square NO \square	ade cove	er
Please Note: 'Temporary Structures' means a non-permanent building, shelter, equipment, fe thing that is fixed to land or to anything that is fixed to land. Department of Planning, Lands an (Minister for Lands) approval is required for temporary structures operating on state government (crown land) sections of the foreshore that prevent/restrict the general public access	d Heritag	ge
Will your operation involve the consumption or sale of alcohol?	S D NO	
Please provide a brief description		
Will your operation involve the sale of food or drinks? □ NO□	Υ	ES
Please provide a brief description		
Will you have any form of amplified music?	YES 🗆 N	10 🗆
If YES, please provide a brief description below.		



Will your operation require the use of rubbish bins that are provided/seviced by the City? NO \hdots	`	YES 🗆
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? NO $\hfill\Box$,	YES 🗆
Please provide a brief description below		
Will your staff require vehicle access onto the reserve? YES	- I	NO 🗆
Please provide a brief description below		
Will your customers require temporary car parking on the reserve? NO $\hfill\Box$		YES 🗆
Please provide a brief description below (Note: Zones 8 and 15 are only available for car parkin	g).	



Supporting Questions

	proposed activity support the City to achieve its objectives?
ease refer to th	e City's Strategic Community Plan and associated plans.
	
ease provide a	a detailed description of how your activity or operation will be managed.
ease include re	ference to the selection criteria regarding risk management; and insurance
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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).		



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	 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	 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	 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 Sir James	Zone 4, located between Mends Street Jetty and the City's carpark	 Small scale temporary events or recreation activities (up to 500 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 Small scale temporary events or recreation activities (up to 50 people)
Mitchell Park Zone 5A	the City's Scented Gardens, with a central paved area, it offers a secluded and semi-shaded space	 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	 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	 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	 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	 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 collection of trees through the middle of the zone	 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 9	Zone 9, located to the south of the Boatshed restaurant	 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	 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	 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	 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 Ranelagh Crescent 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. 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 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 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 Large scale temporary events recreation activities or two associated operations will be permitted at any one time Sir James Sir James Sir James Zone 15, located to the south west of Ellam Street Zone 15 Ellam Street Zone 16A, located Mitchell Park Zone 16A, located Nearby the Narrows Large scale temporary events, recreation activities or two associated operations will be permitted at any one time Sir James Large scale temporary events, recreation activities or two associated operations will be permitted at any one t			
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Land based activities only.	Zone 12	Ranelagh Crescent	· ·
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Mitchell Park Zone 16A Dridge on the north side The provided provided provided and water based activities A maximum of two events; two recreation activities or two associated operations will be permitted at any one time			Small scale temporary events, recreation and associated
Zone 16A bridge on the north side A maximum of two events; two recreation activities or two associated operations will be permitted at any one time	Sir James	Zone 16A, located	operations (up to 100 people)
side associated operations will be permitted at any one time	Mitchell Park	nearby the Narrows	Land based and water based activities
side associated operations will be permitted at any one time	Zone 16A	bridge on the north	·
		•	associated operations will be permitted at any one time
	(Point		
Belches & Note: The specific areas available for use include the small oval-	Belches &		·
Miller's Pool) shaped grassed area near the carpark; and/or sections of the			
grass and beach areas near the river.			grass and beach areas near the river.



Sir James Mitchell Park Zone 16B (Mill Point Reserve)	Zone 16B, located nearby the Narrows bridge on the south side	 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 associated operation will be permitted at any one time Note: The specific areas available for use include the hard-stand area and/or surrounding grassed areas.
Sir James Mitchell Park pathway	The pathway stretches the length of Sir James Mitchell Park	 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-athons; 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 place by the shore) is located directly opposite the Mends Street Jetty	 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
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	 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 associated 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	 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	 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.

Note: The venue capacity limits stated in this EOI document do not take into consideration any temporary state government restrictions in place to address the COVID-19 pandemic. EOI respondents will be required to familiarise themselves with current restrictions and include relevant information in their response.



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 2425 enquiries@southperth.wa.gov.au southperth.wa.gov.au

Animal Care Facility 9474 0777

199 Thelma St. Como

Collier Park Golf Course 9484 1666 Hayman Rd, Como collierparkgolf.com.au

Collier Park Village 9313 0200

16 Morrison St, Como

Ferry Tram

Windsor Park, South Perth

Graffiti Hotline 1800 007 774

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

Recycling Centre 9474 0970

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



