

# **Expression of Interest – Community Centre Regular Hirer Frankland Park Sports & Community Centre**

Background and guidelines for regular hire groups

## Background

Frankland Park Sports & Community Centre is located on the corner of Rowley Road and Frankland Avenue in the suburb of Hammond Park. Situated in the City of Cockburn, Hammond Park is located at the City's most southern border, approximately 30 kilometers from Perth CBD. The suburb currently has a population 6,100 residents which is expected to grow to 11,000 by 2041.

The Centre is owned and managed by the City of Cockburn. The new facility will be a flexible space that will serve a variety of different purposes and will help increase participation in sport, recreation and physical activity by the local community.

There are two rooms within the Centre that are available for hire by the wider community. These spaces support groups which provide regular services or programs to the community and also larger functions and events (e.g. birthday parties, fundraising nights etc).

The City is seeking expressions of interests from group/individuals who would like to become a regular hirer at Frankland Park Sports and Community Centre. Regular hirers can operate as a not for profit community group or a registered business.



Image: Community Room and Function Room outdoor areas overlooking Frankland Avenue

## Facilities Available

The following details will help determine if the new community and sporting facility in Hammond park is a suitable venue for your group/business.

Please ensure you have an understanding of the facility prior to submitting an expression of interest.

### 1.1 Community Facility

The new facility has the following rooms available to hire. Key features of both rooms are provided below:

#### 1. Function Room

- i. Adult Tables & Chairs
- ii. Audio Visual Equipment
- iii. Commercial Kitchen
- iv. Shared Toilets
- v. Carpet Flooring

#### 2. Community Room

- i. Adult Tables & Chairs
- ii. Children Tables & Chairs
- iii. Audio Visual Equipment
- iv. Kitchen with oven and fridge
- v. Private Toilets
- vi. Enclosed outdoor area with shelter.
- vii. Vinyl Flooring

All rooms have reverse cycle airconditioning and a swipe card access system. There is also 151 on site parking bays and CCTV.

Multiple storage areas are located within the facility for regular hirers to utilise. If you require storage please indicate this on your application form.

Please be aware there may be limited availability to hire the two rooms on weekends. This is due to the high volume of patrons expected to be involved in community sport taking place on the adjacent sports oval.

## 1.2 Management Arrangements

Prospective applicants will be able to hire their preferred room on an hourly basis over the course of a 12 month period (January to December). Bookings will be managed by the Recreation Services Department via the City's Community Centre Regular Hirer Application Process (includes Conditions of Hire) and Council adopted Fees and Charges.

The current fees and charges for each room are listed below:

Room	Not For Profit Rate	Commercial Rate
Function Room	\$22.00	\$36.00
Community Room	\$19.00	\$30.00

Only regular hirers that have a current Certificate of Incorporation will receive the not for profit rate.

Monthly storage fees for all regular hirers range from \$8.50 to \$21.00.

### Public Liability Insurance

It is a requirement of all regular bookings that hirers must have a current Certificate of Currency. Applicants must provide their current Certificate of Currency as part of the application process.

## 1.3 Sports Oval

A large grass active playing area is located on the south western side of the Centre.

Two community sports clubs will be regular hirers of the grass playing area throughout the year. Hammond Park Football(AFL) Club will hire the facility predominately between April and September. Braves Baseball Club will predominately hire the facility between October & March.

As part of both Club's facility hire agreements they will have sole access to some sections of the Centre. The Clubs will predominately be on site from 4pm Monday to Friday and on weekends.

## Expression of Interest

To determine the most suitable regular hirers for the Centre, potential groups will be required to submit an EOI. This process will require applicants to provide past (if applicable), present and future information in regards to paying facility hire fees, proposed growth/sustainability measures, plans to engage the community and surrounding suburbs of Hainmmond Park, and letters of support.

A selection panel will assess all applications based on the following factors to determine the most suitable mix of groups for the facility:

- Community needs
- Opportunities they will provide to the local community
- Long term sustainability
- Ability to pay facility hire fees.

Applications should be highly motivated in assisting the City's vision to ensure that Cockburn will be the most attractive place to live, work, visit and invest in, within the Perth metropolitan area.

Following the Expression of Interest all applicants will be notified of the outcome by email.

The City will work closely with the successful applicants to assist with their establishment at the site. It is expected that successful applicants will be fully operational at the site by the first week of Term 1 2023.

All Expression of Interests must be submitted by 4.00pm Friday 20 May 2022. The City of Cockburn also extends an invitation to interested applicants to attend a non-mandatory facility inspection at 5pm on Monday 9 May. Please contact the City to register your interest to attend the inspection.

If you have any queries regarding please hesitate to contact our Recreation Team on 9411 3444 or [communityvenues@cockburn.wa.gov.au](mailto:communityvenues@cockburn.wa.gov.au).

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