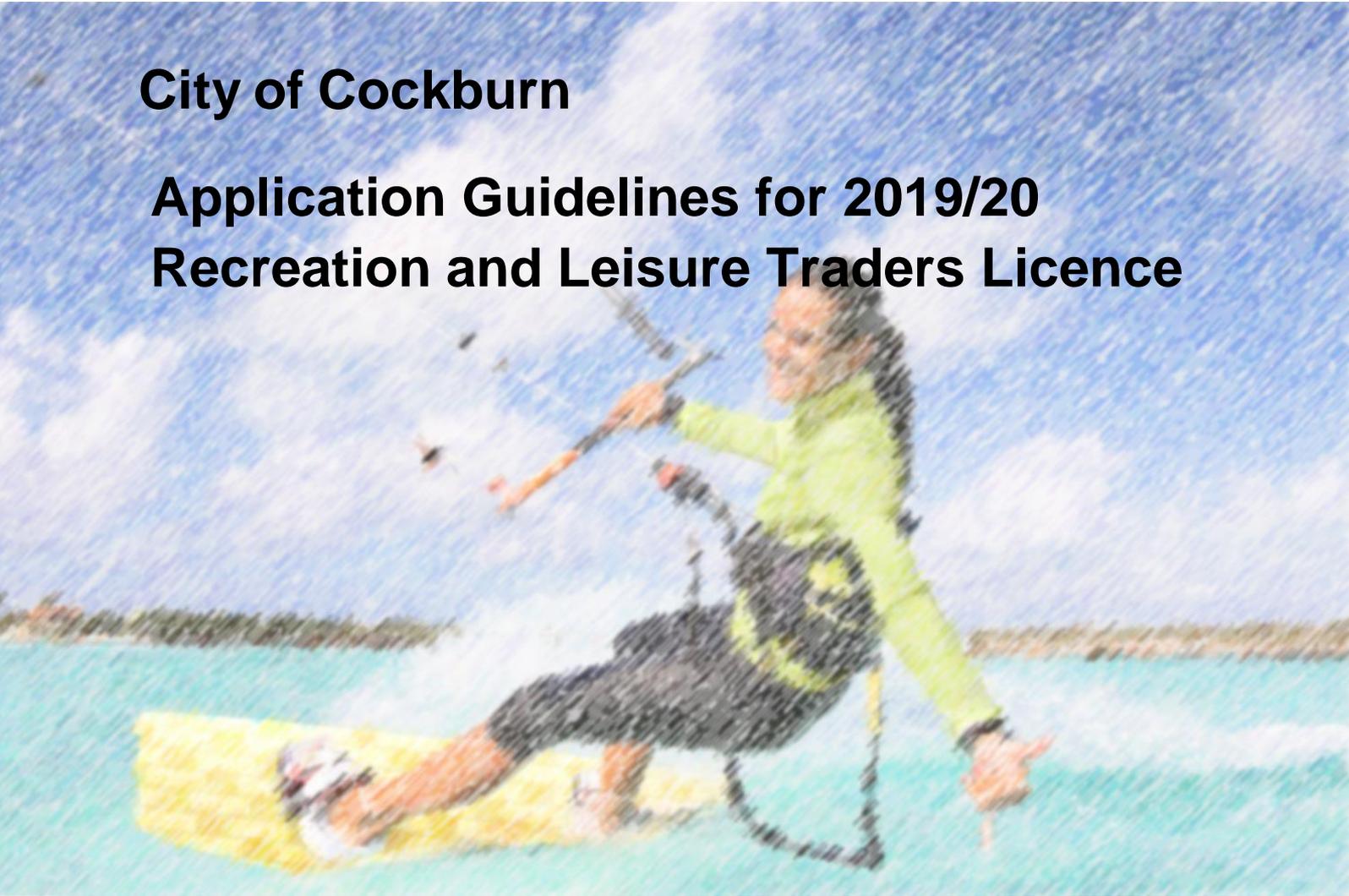


City of Cockburn

Application Guidelines for 2019/20 Recreation and Leisure Traders Licence



1 Introduction

The City of Cockburn (The City) is one of the major coastal cities in the state of Western Australia. With the current population of 116,000, The City is a dynamic, rapidly growing and exciting place to be. Situated just 22kms south of Perth CBD it boasts an amazing coast line with beautiful beaches and parks.

The City is responsible for the management of 15km of scenic coastline. The coastline is a significant feature of the City's natural assets and is considered a highly important component in the health and wellbeing of residents as well as being an attractive location for recreation activities on a regional basis.

The City is seeking applications from suitably qualified recreation and leisure traders wishing to operate along the City's coastline and adjacent reserves. Applications should be highly motivated in assisting the City create its vision which is to ensure that the Cockburn of the future will be the most attractive place to live, work, visit and invest in, within the Perth metropolitan area.

Some examples of the types of operators which the City would consider include:

- Kite Surfing Lessons
- Stand Up Paddling Lessons
- Inflatable Playground
- Snorkel Hire
- Dog Washing
- Stand Up Paddle Board/Canoe Hire

The City requires successful applicants to operate with safety as a priority at all times for participants and users of the foreshore. The City is seeking operators that will maximize the sites potential as a destination that will not only attract our residents but as well as those living outside of Cockburn.

Please be aware that this process excludes personal trainers and food vans. Personal trainers seeking approval to use the beach should contact the Recreation Services Department and food van operators should contact the Environmental Health Services Department.

2 Location

The enclosed map titled 'Coastal Activities Guide' on page six outlines where trading is permitted along the City's coastline. Passive Reserves namely, Coogee Beach Reserve and CY O'Connor Reserve, are also considered part of the City's Coastline and are included as part of this process.

Applicants should outline in their application the area of beach and/or reserve that they would like to operate on.

3 Application Requirements

Applicants are required to complete the Recreation and Leisure Traders Application Form along with providing all required documentation as listed in section four (4) of the Recreation and Leisure Traders Licence Application Form.

4 Licence Period

Successful applicants will receive a licence to operate from August or December pending which round their application was submitted. . Options to extend the licence for a further twelve months maybe available if the City and operator agree to terms.

5 Fees and Charges

Applicable fees and charges are:

- Non Refundable Application Fee: \$50
- Monthly: \$216
- Six Monthly: \$750
- Annual: \$1500

6 Beach Management

The beaches along the coastline all have different conditions and supporting infrastructure that influence how casual users and operators use them. Therefore, beach management arrangements for each operating site will be negotiated with successful applicants.

7 Woodman Point Kite Surfing Schools

Woodman Point is a designated kite surfing school area. Schools operating at this location will be subject to the following conditions:

Operating Area: Schools to operate in the same teaching zone

Instructor Numbers: No more than five instructors operating at the one time

Participants: **Kite Surfing (Water Based)** - No more than two participants per instructor with one kite. Participants must use a water re launch able kite

Kite Surfing (Land Based) – No more than four participants per instructor with two kites.

Instructor Accreditation: Instructors to have International Kiteboarding Organization (IKO) Level 1 or British Kite Surfing Association (BKSA) Level 1 accreditation. Member of staff must have IKO or BKSA Level 2 accreditation.

Affiliation: School must be affiliated to Kiteboarding Australia during the licence period

Note: Kitesurfing schools operating in other locations along the coast may also be subjected to these conditions pending advice from Kiteboarding Australia.

8 Port Coogee Marina

The City of Cockburn took over the management of the Port Coogee Marina on 24 July 2016 with 150 vessel berths.

As well as the private berths the marina welcomes visiting vessels on their Public Jetty and the protected waterways and nearby Ngarkal Beach are inviting for a range of non- motorised water based activities.

Port Coogee and the marina offer residents and visitors a picturesque location and enviable experience on the shores of the peaceful Cockburn Sound.

The marina has a range of attractions including:

- A Public Jetty for visiting vessels with a 2 hour limit
- Shopping and cafés at the new Port Coogee Village
- Close to the vibrant port city of Fremantle
- Short boat run to Rottnest, Garden and Carnac Islands, or to the Swan River
- Nearby to the Omeo shipwreck and underwater dive trail
- Nearby to Coogee Beach with its eco-shark barrier for a worry-free ocean swim experience.

Ngarkal Beach

Ngarkal Beach is a family-friendly recreation reserve located in Port Coogee, comprising:

- A protected swimming beach with wheelchair ramp and access matt
- Children's water playground
- Landscaped BBQ and picnic facilities
- Public toilets and beach showers.

The City is actively seeking operators to conduct leisure activities within the waterways based from Ngarkal Beach. Activities which enhance the existing marina and Port Coogee lifestyle would be considered.

For any questions about operating in the Port Coogee Waterways please contact:

Samantha Standish

Marina Manager

Phone: (08) 9411 3393

Email: sstandish@cockburn.wa.gov.au

9 Assessment of Applications

Applications will be assessed against the criteria outlined in section four (4) of the Recreation and Leisure Traders Licence Application Form. Please ensure responses and evidence is provided for all criteria.

All applications will be reviewed and assessed by a selection panel consisting of staff from relevant council departments.

10 How to Apply

Application form and all supporting documentation must be submitted via email to this address: recreation@cockburn.wa.gov.au.

Applications not providing all documentation will not be considered.

11 Applications to Close

1st round of applications close:

4.00pm (AWST) Wednesday 31st July 2019

2nd round of applications close:

4.00pm (AWST) Friday 29th November 2019

The assessment process will take approximately two weeks from time of application close until applicants are notified. Successful/unsuccessful applicants will be contacted.

12 Enquiries

If you have any enquiries please contact:

Nathan Johnston

Senior Recreation Facilities and Reserves Officer

Phone: (08) 9411 3654

Email: recreation@cockburn.wa.gov.au

