

Circular

Title:	Expression of Interest for hosting 2025 and/or 2026 SLSWA Country Carnival
Date:	21 September 2023
Document ID:	30, 2023/2024
Department:	Surf Sports
From:	Surf Sports surfsports@slnwa.com.au
Audience:	Country Club Executives
Summary:	1. EOI sought from clubs to run and host the 2025 and/or 2026 SLSWA SunSmart Country Carnival
Action:	Expressions of Interest must be submitted via the online Expression of Interest Form by 4.00pm Monday 20 November 2023 .

SLSWA is seeking expressions of interest from affiliated Surf Life Saving Clubs who may be interested in running and hosting the SLSWA Country Carnival in 2025 and/or 2026. The carnival is to be held;

1. 2025 – On Saturday 25 & Sunday 26 January


2. 2026 – On Saturday 24 & Sunday 25 January

The successful club/s will be selected by SLSWA based on the beach and surrounding area meeting the venue requirements as stated in this document. Selection is also based on the club demonstrating it can run and host a financially viable event. All profits of the event will go to the club.

The Expression of Interest has three elements and applicants are required to address all three.

- Beach;
- Financial, Logistics and Infrastructure Support; and
- Workforce

Expressions of Interest must be received by SLSWA by **4.00pm Monday 20 November 2023** via the online [Expression of Interest Form](#).



James O'Toole
Chief Executive Officer

Event Requirements

The specification outlined below is for the running and hosting rights for the SLSWA Country Carnival. A summary of the key essential requirements for the event is as follows:

Beach

The beach systems must be capable of holding the event. This includes:

- Water area for competition including warm up/ warm down, buffer and power craft access zones needs to be a minimum of 600m of usable water area.
- Minimum Beach Width of 25 metres at high tide is required for competition and on beach infrastructure.
- Ability to have club tent areas outside of the competition area.
- Beach Access points for 4wd vehicles
- Level beach track of 110 metres by 15 metres

Financial, Logistics and Infrastructure Support

Any support the host club can provide in cash or in-kind (sponsorship or local government support) will assist in the financial viability of the event and provide a stronger return to the host club. Areas where this support is required, include but is not limited to the following:

- Parking and traffic management plans
- Transport (sea container and equipment trailers)
- Possible need for temporary infrastructure (toilets, rubbish, fencing)
- Beach preparation (grading)
- Security
- Officials catering

Workforce

- Appoint a dedicated event liaison officer.
 - This role will be the key liaison point between SLSWA, the host club, local government and business and community organisations.
 - Coordinate club workforce requirements for the event. This includes a 10-person set-up crew required for 4-6 hours the day before the event and a 10-person pack down crew required for 2-3 hours at the completion of the event.
- Coordinate or outsource event catering. This includes catering for event officials and water safety.
- Appoint a Carnival Safety Officer who will be responsible to ensure:
 - All water arenas (potentially 4) have an IRB Driver and Crew
 - All water arenas with Nippers competing have 4 water safety personnel with equipment (Minimum qualification: NRC)
 - Two first-aid posts (one in the main arena and one in boats), manned by two First Aiders. At least one of the first aiders must have an ART qualification, the others a minimum of Bronze or First Aid award.
 - Please note: the club needs to ensure these requirements are met. This may be achieved by getting resources and assistance from neighbouring clubs.

General Information

- It is the intention of SLSWA through this process to appoint the host club for both the 2025 and 2026 years. In their Expression of Interest, clubs can nominate their preferred year. Clubs can nominate both years but may only be awarded one.
- Expressions of Interest that have local government supporting the EOI, particularly if they are willing to support the event with cash and/or value-in-kind will be looked upon favourably.
- Submissions should clearly identify the name and contact information of one key person whom SLSWA representatives can liaise with regarding the Expression of Interest.
- The Expression of Interest document has not been prepared as a legal document; however, it is the intention that this will form the basis of a formal contract that will be required between SLSWA and the preferred host club.
- SLSWA will work with the Club to produce, review, and approve any event collateral, communications & messaging to ensure there are no SLSWA partner and co-sponsorships conflicts.
- SLSWA will look to announce the successful host clubs in December 2023.
- All Expressions of Interest must be submitted by 20 November 2023 via the online [Expression of Interest Form](#).