



Surf Life Saving Australia National Events Call for Expressions of Interest (EOI) to host: Australian IRB Championships 2018 and 2019

4 July 2016





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INTRODUCTION

About Surf Life Saving Australia (SLSA)

Surf Life Saving Australia is the peak body for coastal water safety, drowning prevention and rescue management, and the largest volunteer movement of its kind in Australia and the world. Surf Life Saving Australia has almost 167,000 members and 311 affiliated Surf Life Saving clubs.

Every year, Surf Life Saving members are involved in over 11,500 rescues, 65,000 emergency care treatments and 900,000 preventative actions. Since SLS was established in 1907, over 615,000 lives have been saved.

Australia has over 11,500 beaches dispersed along 36,000km of coastline. It is estimated that there are approximately 100 million visitations to our beaches annually and the task of ensuring the safety of all visitors is one that Surf Life Saving is committed to.

SLS operates a wide range of support operations, including: 24/7 emergency response groups, rescue helicopter services, jet rescue boats, offshore rescue boats, wave-runners, surveillance systems and radio control and coordination centres. It also operates the country's largest lifeguard (contract lifesaving) service, providing cost recovery lifesaving services to local government and other coastal land managers.

Surf Life Saving is a unique not-for-profit charity and community service that exists only through community donations, fundraising, corporate sponsorship and government grants.

SLSA National Events – Expressions of Interest

Surf Life Saving Australia is seeking expressions of interest from Promoters, affiliated Surf Life Saving Clubs and Local Government Authorities who may be interested in hosting the Australian IRB Championships in 2018 and 2019:

The successful host venue(s) will be selected by the Board of Surf Life Saving Australia based on the beach and surrounding area meeting the venue requirements as stated in this document. Selection is also dependent on the relevant factors such as tides, location, weather patterns, club and beach facilities available and any value add and commercial opportunities presented through the EOI process.

Interested parties are invited to submit an expression of interest (EOI) to SLSA for the Australian IRB Championships. Interested parties may select one or multiple year options as part of their EOI. This document sets out the minimum requirements to host the Australian IRB Championships including the information required from interested parties in an EOI:

1. **Section 1** outlines a brief overview description of the Australian IRB Championships.
2. **Section 2** outlines a timetable associated with the completion of the Expression of Interest.
3. **Section 3** outlines the venue specifications / requirements for the Australian IRB Championships.
4. **Section 4** outlines the host benefits.



SECTION 1 – OVERVIEW OF EVENTS

Australian Inshore Rescue Boat (IRB) Championships

The Australian Inshore Rescue Boat Championships (known as 'IRB Championships') is an all comers event to determine which surf life saving club, and state centre, is the best at using one of the most effective rescue assets available in the water safety industry – the Inshore Rescue Boat (IRB).

Club crews consisting of driver, crewperson and patient do battle in the 25 horse power, outboard engine powered inflatable rubber boats across a number of events including single rescue, mass rescue, teams race, tube rescue race and others.

Normally contested between 200-230 crews, the three day event delivered over a Friday – Sunday format includes Interstate IRB competition where each SLSA affiliated state association competes as a team for overall state IRB supremacy followed by the club competition.





SECTION 2 – EXPRESSION OF INTEREST PROCESS AND TIMETABLE

2.1 Expression of Interest Timetable

Period	Action
July 2016	Expression of Interest document distributed
July - September 2016	Briefings conducted between SLSA and interested parties if/as required
5pm, 30 September 2016	Expressions of Interest close with SLSA
1 October 2016	Expressions of Interest distributed to SLSA bid assessment panel
31 October 2016	Site visits / bid assessments completed
November 2016	SLSA Board of Directors to consider the recommendations of the bid assessment panel.
December 2016	Decision communicated to key parties and announced.

2.2 General information

2.2.1 Each Expression of Interest (EOI) submitted should accept the conditions of EOI document and address the requirements outlined in this document.

2.2.2 The EOI submission should clearly identify the submitting organisation including local government organisation(s), SLSA affiliated surf life saving club(s) and any other party included as part of the EOI.

2.2.3 The EOI submission should provide the name and contact information of one key person whom SLSA representatives can liaise with regarding the bid including arranging a site visit and EOI meeting if required.

2.2.4 The EOI submission should clearly identify which events and which year's the EOI is for by completing the EOI cover sheet provided in this document (appendix A).

2.2.5 All EOI's should be marked "Private and Confidential" and submitted by 5pm, 30th September 2016 to:

Tony Henderson
National Events Manager
Surf Life Saving Australia
Locked Bag 1010
Rosebery NSW 2018

By Email: thenderson@slsa.asn.au

2.2.6 SLSA will respect the strict confidentiality of EOI's submitted and will not disclose any aspect of an EOI submitted by one interested party to any other interested party

2.2.7 Formal EOI questions from interested parties should be submitted to the designated EOI email address: thenderson@slsa.asn.au.



2.3 Notification of successful Expression of Interest

2.3.1 SLSA will look to announce the successful EOI's by December 2016.

2.4 Contract documents

2.4.1 The EOI 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 SLSA and the preferred host community (i.e. local council authority(s) and/or host club(s)).

2.5 Bid Assessment Panel

2.5.1 The SLSA bid assessment panel, which will consider each EOI and make a recommendation to the SLSA Board of Directors consists of:

1. Sport Manager – SLSA
2. SLSA Chairperson, Sport
3. General Manager – Capacity & Capability
4. General Manager – Business Development & Communications
5. SLSA National Event Advisor
6. Current Event Referee
7. Current Aussies Safety & Emergency Management Coordinator
8. SLSA Event Manager
9. SLSA Venue Manager

2.6 Expression of Interest Format

2.6.1 EOI's must address each element of the essential and desirable criteria and reference the applicable venue reference code for each criteria item outlined in this EOI document.





SECTION 3 – EVENT SPECIFICATIONS

3.1 Essential Criteria - Summary

The specification outlined below is for the hosting rights for an Australian Surf Life Saving IRB Championships event. A summary of the key essential requirements for the event is as follows:

3.1.1 The beach

3.1.1.1 The beach systems must be capable of holding the event as specified (see Section 3.2).

3.1.1.2 SLSA must be assigned exclusive signage rights and commercial rights within and immediately adjacent to the competition arena(s) for the duration of the event.

3.1.1.3 The beach venue(s) must be exclusively available (apart from normal public use) to SLSA for one week, inclusive of erection and dismantle times. This must include specific/exclusive use of the beach competition areas for the duration of the competition times and delegated authority over areas surrounding the event for security and workplace health and safety, and general competition safety reasons.

3.1.1.4 The beach system should be in an environment which has predictable and safe weather patterns, providing a reasonable but fair range of competitive conditions.

3.1.2 Financial support

3.1.2.1 Those bids, which have government involved and providing a minimum level of financial support will be look upon favourably. SLSA will provide, confidentially, the minimum required financial offer for the specific year or years under consideration to officers of such governmental organisations interested in submitting an EOI. In addition the logistics and infrastructure support, by way of cash and/or value-in-kind as outlined in Sections 3.2 of this specification are expected to be provided.

3.1.2.2 If a bidder wishes to submit options to more than 1 year, the minimum financial requirement can be provided confidentially by SLSA.

3.1.2.3 The value-in-kind infrastructure and support services referred to in Section

3.2.2 is also to be provided. For the event(s) you wish to express an interest in hosting, please confirm the proposed venue(s) facilities and infrastructure against the following essential and desirable venue criteria.



3.2 Essential Criteria – Detailed Information

To host a successful Australian Surf Life Saving IRB Championships, a surf beach system which meets the following criteria is required. Due to the size of the event, SLSA will consider EOI's based on a single site model provided the EOI can demonstrate the host venue(s) ability to successfully meet the essential requirements outlined in 3.2 (below)

3.2.1 Australian IRB National Championships – Venue Requirements

Australian IRB National Championships – Event Specification			Req Code	Requirement	Checklist Y / N
On Beach Specification	Natural Environment / Characteristics	Average swell size range for month of event	A1	Average >0.25m to <2.0m	
		Minimum monthly temperature average for month of event	A2	>18 degrees C	
		Minimum water temperature average for month of event	A3	>16 degrees C	
		Tide range	A4	Less tidal range the better	
		Desirable maximum wind velocity average for month of event	A5	<10knots average for the month of the event	
		Rocks & Reefs within proposed competition area	A6	None in proposed competition area	
		Desired beach shape /angle	A7	Straight	
	Beach length and width	Water Area (includes competition, warm up/warm down, buffer and power craft access zones)	A8	750m of usable water area	
		Beach Length and Width – for competition / on beach infrastructure requirements	A9	750m x 25m of usable beach at high tide	
		Tent Area behind competition area (i.e. additional to beach length and width)	A10	750m x 25m of open grassed or sandy space	
	Spectator viewing	Direct viewing capacity of competition areas	A13	1,500 people	
	On beach broadcast / media	Good access/ locations for TV news cameras	A14	Required	
	Pedestrian accessibility	Number of pedestrian access points required	A15	3	
	Vehicle access points	Number of vehicle access points to beach	A16	2	



Back of Beach Specification	Parking spaces	How much car parking is needed around the event (within 1km radius)	A17	500+	
	Meeting, Briefing, Function Space	Number of meeting facilities available (200sq/m)	A18	1	
	Event Equipment Space	Storage Area for 20ft shipping containers	A19	10 containers	
		Storage area for event power craft (400sq/m) including water supply	A20	Required	
		1250sq/m(minimum) open space (grassed or sealed) for prize giving area	A21	Required	
	Infrastructure	Showers (officials/participants and general public)	A22	Required	
		Public Toilets	A23	1 per 100 people	
		Fresh Water Supply	A24	Required	
		3 Phase power supply (within 50m/100m of beach)	A25	Required	
		Data lines / Broadband	A26	Required	
	Site Availability	Total Number of days SLSA need access to the site (including leaving infrastructure on the beach)	A27	7	
	TV broadcast compound	Minimum 30m x 15m flat grass, gravel or sealed area for broadcast / OSB truck	A28	Required	
	Food court / on-site food outlets	Minimum 600sq/m flat grass, gravel or sealed area for food/beverage vendors	A29	Required	
	Merchandising area	Minimum 400sq/m flat grass, gravel, or sealed area for merchandising zone	A30	Required	
	Event Administration / Media centre	Minimum 100sq/m room or space for demountable(s) for event admin area	A31	Required	
	Sponsor activation area	Minimum 40m x 20m flat grass, sand, gravel or sealed area for sponsor activations	A32	Required	
	VIP hospitality area	Permanent venue (such as a surf club) or flat space for 15x15m marquee to create a VIP hospitality area	A33	Required (may be achieved with temporary infrastructure)	
	Workforce compound	Minimum 40m x 40m space to establish a secure compound for all event equipment, vehicles, signage, fuel storage and other materials.	A34	Required	
Medical / First Aid area	Minimum 10m x 10m space to set up medial / first aid area	A35	Required		
Craft Storage Area	Minimum 40 x 40m space for craft storage compound	A36	Required		
ASADA testing facility	Minimum 50 sq/m space with access to exclusive toilet facility	A37	Required		
Scrutineering facility	Minimum 50 sq/m space with fresh water supply	A38	Required		



Other Venue / Community Considerations	Alternative Venues	Primary Contingency Venue that meets 'on beach' & 'back of beach' specification	A39	Required		
		Flat Water Contingency Venue that meets 'on beach' & 'back of beach' specification	A40	Required		
	Logistics & Infrastructure Support	Financial OR Value In Kind support available from local authorities:				
		- 4WD Vehicle hire	A41	Desirable		
		- Two-way radio hire	A42	Desirable		
		- Demountable hire	A43	Desirable		
		- Storage container hire	A44	Desirable		
		- Toilet and change room facilities	A45	Desirable		
		- Scaffold structures	A46	Desirable		
		- Temporary Seating	A47	Desirable		
		- Teleporter / crane	A48	Desirable		
		- Grass and / or road marking	A49	Desirable		
		- Car trailer(s)	A50	Desirable		
		- Tractors	A51	Desirable		
		- Bobcat or similar	A52	Desirable		
		- IRB's for duty and judging, 6 are required plus backup motors and fuel cells	A53	Desirable		
		- Tables and chairs	A54	Desirable		
		- 1.8m chain wire panel temporary fencing	A55	Desirable		
		- Crowd control barriers (CCB)	A56	Desirable		
		- Security services	A57	Desirable		
		- Rubbish removal	A58	Desirable		
		- Rubbish bins (including a small skip bin(s))	A59	Desirable		
	- Traffic management services	A60	Desirable			
	Local Community	Medical Centre within 25kms	A61	Essential		
		Hospital (with full E and A capability) within 60 min (road)	A62	Essential		
		On Call Ambulance Service	A63	Essential		
		Supermarkets	A64	Essential		
Accommodation – number of beds within 25km radius (majority within 10km)		A65	1500 beds			
Domestic Airport – links to all state capital cities		A66	Within 50km			
Local partnership opportunities – in kind / financial support, value add support etc.		A67	Desirable			
Temporary vs Permanent infrastructure preferences		A68	Permanent			
Previous major events history		A69	Regional / National Events			
Hospitality – local bars / entertainment / restaurants etc.)		A70	Essential			
Value add opportunities (i.e. other local concerts, festival, sporting fixtures on)		A71	Desirable			
Conference / Function facilities		A72	Desirable			



3.2.2 Financial, Logistics and Infrastructure Support

3.2.2.1 The minimum anticipated rights fee for the Australian Surf Life Saving IRB Championships, is available from SLSA to interested parties and is payable to SLSA as follows:

- 25% on execution of the contract
- 25% six (6) months prior to the event
- 25% one (1) month prior to the event
- 25% one (1) month after the event

3.2.2.2 An interested party must provide SLSA with topographical maps of preferred and alternate (back-up) beach venues, with locations of airports, rail/road access, major accommodation venues, retail centres and restaurants.

3.2.2.3 An interested party must appoint a dedicated liaison officer to participate in the event management group with a particular focus to:

- Liaise between SLSA, the event host, government authorities' agencies, business and community organisations
- Ensure logistics infrastructure support is provided in a timely manner

3.2.2.4 An interested party must also consider providing financial and/or in-kind support for the following infrastructure and services:

Ref Code	Requirement	Details
LG1	Vehicle Hire	Two (2) ATV, Two (2) Tray Tops,
LG2	Radio Hire	50 two-way radios with ear piece and microphone, 30 water proof radio bags
LG3	Demountable hire	6m and 12m depending on local infrastructure at the site(s)
LG5	Toilet and change room facilities	Combination of permanent on-site and portable facilities to meet local regulations to cater for up to 5,000 people at the primary venue.
LG7	TV camera platforms / stands	Alternatives can include scissor lifts
LG8	Seated public viewing of main competition arena	1,000 seats spectators
LG11	Grass and/or road line marking machine as agreed in the days / week leading into the competition.	6 hours
LG12	Articulated 4wd fork lift	For the duration of the event including bump in and bump out.

LG13	Box trailer	For the duration of the event including bump in and bump out.
LG16	Bobcat as agreed in the days / week leading into the competition.	For the duration of the event including bump in and bump out.
LG17	Tractor for towing IRB's and trailers	For the duration of the event including bump in and bump out.
LG18	Tables and chairs	Min 50 trestle tables and 100 chairs
LG19	Fencing hire - 1.8 chain wire panels	1,500m
LG20	Fencing hire - crowd control barriers	1,500m
LG21	Cleaning of administration area, toilets, official's briefing area and VIP hospitality	Daily - For the duration of the event including bump in and bump out.
LG22	Electricity	Install sufficient to provide power for all on-site and temporary infrastructure 3 phase
LG23	Security	A minimum of 120 hours of onsite security
LG28	Local government labour hours assistance	80 hours
LG31	Rubbish removal	Daily - For the duration of the event including bump in and bump out.
LG32	Rubbish bins	Min 10 throughout the site
LG33	Dedicated on-call contractors – emergency site requirements throughout event.	
LG34	Access to community buildings included but not limited by SLSC's, community halls located in close proximity to the event.	

Additional notes:

Local government labour assistance will consist of, but is not limited to the following:

- Beach preparation
- Transport Equipment
- Rubbish and cleaning services
- Call out for telecommunications, power, water and emergencies
- Traffic management services



SECTION 4 – HOST BENEFITS

4.1 – Host Benefits

The successful host will be provided with a full suite of benefits in return for their investment.

These rights will be delivered to ensure the host is able to leverage their association and partnership with the event as approved by SLSA.

4.1.1 Below provides an outline of the categories under which Surf Life Saving may provide benefits. A full suite of benefits will be provided in consultation with the successful host and be contingent on any investment level made into the event(s).

- Recognition of host as a Major Partner
- Use of Event Brand via TV, print, radio and digital channels
- Acknowledgement of brand and destination through the below channels:
 - Brand Awareness
 - Marketing Collateral
 - Communications and Public Relations
 - Signage
 - Event Merchandise
 - At Event Announcements
 - Corporate Hospitality
 - Broadcast Integration
- Consumer promotions to promote products and/or events (subject to SLSA and council approval)





APPENDIX A: EOI COVER SHEET

NAME:		
POSITION:		
ORGANISATION:		
PHONE NUMBER:		
EMAIL ADDRESS:		
THIS EXPRESSION OF INTEREST IS MADE ON BEHALF OF THE FOLLOWING PARTIES:		
1.		
2.		
3.		
4.		
5.		
PLEASE INDICATE WHICH EVENT(S) YOU WISH TO EXPRESS AN INTEREST IN HOSTING.		
Australian IRB Championships	2018	2019
EOI's may be for one-off hosting or multiple year hosting – please indicate your preference below		
One-off hosting	Multiple year hosting	
Please attach the following documentation to this cover sheet to complete an EOI:		
	Checklist of how the venue in the EOI meets SLSA venue requirements	
	Letters of support from local authorities, SLS clubs, event supporters etc.	
	Identified any "value add" opportunities such as aligning events with other local festivals, concerts or activities of note	
	Any other information that you believe is relevant for the EOI bid assessment panel to know (such as club jubilees etc.)	

Expressions of Interest are due to SLSA by 5pm, 30th September 2016

Tony Henderson
 National Events Manager
 Surf Life Saving Australia
 Locked Bag 1010,
 Rosebery NSW 2018

By Email: thenderson@slsa.asn.au