### What is the City Proposing?

At the Ordinary Council Meeting held 25 October 2022, Council resolved to establish an Expression of Interest process to permit one mobile food vehicle operator to establish a semi-permanent presence at Riverside Gardens West, Bayswater. The successful applicant would be permitted to connect to the existing power supply and have exclusive use of the adjoining car parking bay.

### Why has an Expression of Interest Process Been Introduced?

The City has received multiple requests to establish a ‘semi-permanent’ presence at Riverside Gardens West and connect to the existing power supply. To ensure that it is a fair and equitable process in determining who can establish a semi-permanent presence the City is undertaking an Expression of Interest process. This allows all potential operators an equal opportunity to apply to the City to establish the semi-permanent presence.

### Who Can Apply?

All current mobile food vendor permit holders are eligible to apply.

Operators who do not hold a current permit with the City at the time of the Expression of Interest processes are also welcome to apply. New operators will be required to submit the standard application form (Permit to Operate a Mobile Food Vehicle) in addition to the Expression of Interest form.

### How Many Power Connections are Available?

At this time only one connection is available, therefore only one operator will be successful.

### How long is the Approval for?

The successful applicant will be considered a semi-permanent operator and be permitted to use the existing power supply and have exclusive use of the car parking bay for as long as they hold a valid mobile food vendor permit. In the event the successful operator does not renew their permit, the City will hold another expression of interest process to allow another operator to establish a semi-permanent presence.

### Are there any Additional Fees?

The successful operator will be required to pay for all usage charges. Additionally, the operator will also be required to pay to update and install the signage which marks the bay for their exclusive use.

### What will the Expression of Interest Process Involve?

Operators wanting to connect to establish a semi-permanent presence will need to submit a completed Expression of Interest form detailing how they meet the following assessment criteria.

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| --- | --- |
| **Criterion** | **Weighting** |
| 1. Mobile food vehicle provides a different food experience.   This could include (but is not limited to):   * + Affordable food options.   + Range of food options (gluten free, vegetarian, vegan, children friendly etc.).   + Unique food experience (type of food not already available in the area). | 25% |
| 1. Strong marketing / social media presence. | 20% |
| 1. Area activation:    * Provide seats for patrons.    * Ancillary entertainment / attractions.    * Other activation initiatives. | 35% |
| 1. Proposed regular hours of operation. | 15% |
| 1. Benefit to the Local Economy:    * Provide details of any benefit or contribution to the local economy that may result.    * Examples may include benefit or contribution to the local economy by way of employment, support of local suppliers etc.    * Business register within City of Bayswater. | 5% |

### Application Process

Should you wish to make an application please submit the attached application form to the below address or via email to – [mail@bayswater.wa.gov.au](mailto:mail@bayswater.wa.gov.au)

Chief Executive Officer

PO Box 467

Morley, WA 6943

All applications are to be received on or before **4:30pm** on **Friday 2 December 2022**

### Contact

Should you have any queries regarding the Expression of Interest process, please do not hesitate to contact Steph Cohen-Radosevich in the City's Community and Development Directorate on 08 9270 4112.