

Hastings St Precinct Event Guidelines 2022

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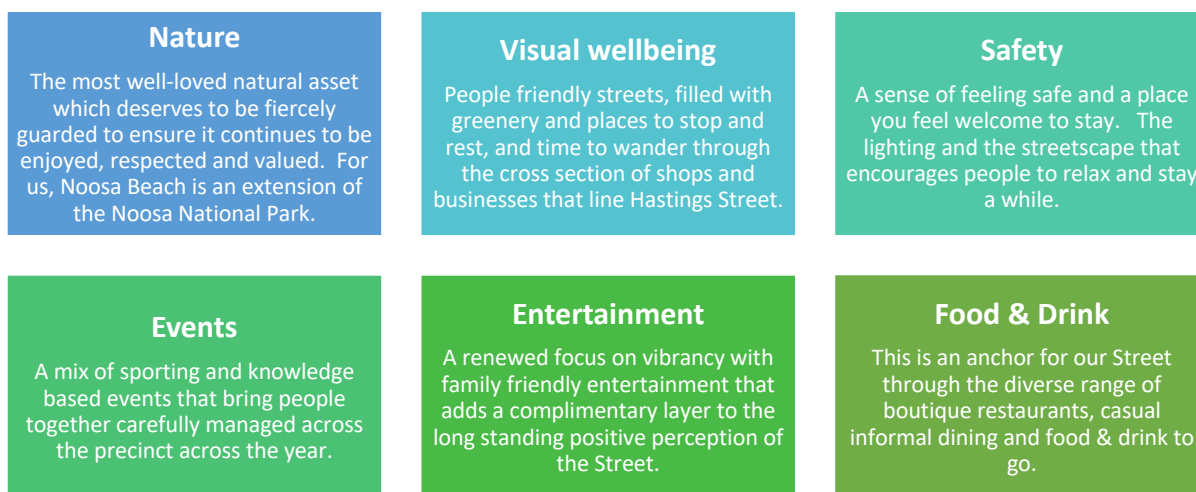
1. Introduction

Hastings Street is a unique destination that is explored, experienced, and enjoyed from dawn to after dusk, 365 days a year. Our focus is on ensuring a harmonious balance between our natural and build environment.

This event guideline is designed to assist Event organisers wishing to host a temporary event within the Hastings Street Precinct.

Hastings Street Association (HSA) values the expectations from the businesses and local community for events executed in the Hastings Street precinct (identified from the entrance of Noosa National Park, Noosa Beach, Hastings Street, Lions Park, The Woods, and Noosa Spit).

Placemaking themes of the Hastings St precinct



Hastings St Association role in Events

- We provide an events policy to ensure placemaking themes are understood & respected on behalf of our members
- We are the initial key contact to work with Council processes by providing **event concept testing** and **precinct support**
- We maintain liaison and share progress with event organiser and Noosa Council to assist in determining event approval
- We provide a point of contact for both support and issues within the precinct
- We provide connection and insights between the local business and event organisers
- We participate in pre, planning and post event reviews with Council and stakeholders for continual improvement of all events in our precinct
- We foster existing and develop stakeholder relationships through the events

The Temporary Event Application Process for Events in the Hastings St Precinct



Whilst the HSA may provide a letter of Support for an event application following the Expression of Interest, Noosa Council and other statutory bodies reserve the right to approve, apply appropriate conditions or not approve an event permit application.

The Responsibility of the Event Organiser

An event organiser is the engaged by the Legal entity responsible for the event. The event organiser has taken out and possesses public liability insurance covering the event and all associated activities (extending to any contracted services with third parties) for the entity. The legal liability and responsibilities of the event are not diminished if the event is a community or not for profit event.

It is a legal requirement that the event organiser obtain all relevant statutory and regulatory permits required to stage an event within the Hastings Street Precinct through all applicable entities and authorities.

2. Planning Events in the Hastings Street Precinct

Hastings Street is an iconic destination within Noosa and for a temporary Event Application to be permissible, the proposal must be appropriate for the precinct and take into consideration the following factors.

2.1 Pre-requisites for Hastings Street Precinct temporary events

- All events have a public benefit with the offering actively engineered to support the engagement of visiting and local community
- All events must be deemed appropriate for the space in scale, aesthetics and offer
- Product giveaways need approval prior to the event to avoid commercial conflicts with operators on Hastings St.
- Branding / commercial signage is limited to align to the destination and for beach events
- A plan to assist with the movement of patrons for arrival and departure
- Events to operate between 6am and no later than 10pm, except New Year's Eve
- The suitability of the event location is to align with the event activities (considerations such as accessibility to public services and infrastructure)
- The temporary build elements to consider the quality, height, style, and standards all align to the design principles of the precinct and Noosa as outlined in the Noosa Design Guidelines
- Evidence of the capability of the Event organisation to prepare and deliver the event
- Ensuring all site builds aligned to site specifications set by Noosa Council Property team
- The timing of the event must be complimentary to the precinct
- Evidence that the service facilities provided are adequate for the event attendees and the event is not dependent on the existing public facilities. It is helpful for main beach events to acknowledge that there are waste facilities in the surf club carpark

The above is to assist the key stakeholders being Noosa Council, the Event organiser, HSA, and our local community.

3. Expression of Interest, Application and Support Process

All event organisers need to complete and submit a **Hastings Street Event Expression of Interest Form** as a pre-requisite to Noosa Council for a Temporary Event Permit.

The Expression of Interest Form should be submitted to the HSA up to 16 weeks prior to the proposed date for high impact events and 10 weeks for low impact events. This provides the event organiser sufficient time to apply for the Noosa Council Temporary Event Permit.

Final approval is subject to receipt and acceptance of all required event documentation.

3.1 Timeframes for applications and approvals (as outlined by Noosa Council)

Item	Time Requirement
Hastings St Expression of interest	Up to 16 weeks pre-event date for high impact events Up to 10 weeks pre-event date for low impact events
Noosa Council Temporary Event Application	Low impact event – 6 weeks prior to the event and prior to any advertising or promotion. High impact event – 16 weeks prior to the event and prior to any advertising or promotions.
Temporary Liquor License	Min 12 weeks pre-event
Traffic/Road Closure application	Min 12 weeks pre-event
Temporary Food Vending permit	Min 12-week pre-event
Draft Final Event Plan to NC & HSA	Min 4 weeks pre-event
Final Event Plan to NC & HSA	Min 2 weeks pre-event
Payment of Fees and Charges to NC	As per requirements but payable prior to the event

Note : Any applications received less than 4 weeks prior to the scheduled date of the event may be rejected based on the time frame to assess the application and provide approval.

3.2. Expression of Interest

To determine that the proposed event is suitable (in principle) to be staged in Hastings Street Precinct the **Expression of Interest Form** must be submitted which covers:

- Key contact details of event organiser and legal entity
- Event dates, times, and location and concept
- Target market demographics
- Scale & capacity requirements
- Temporary infrastructure considerations
- Food & Beverage offering
- Services requirements (Power, Water, Toilets)
- Waste, Environmental, Traffic, Alcohol and Noise Management considerations
- Identify any potential conflicts with Hastings St Business operators or trading impact
- Medical Plan (First Aid and Public Health)
- Risk Management Plan and Security measures
- Signage requirements

3.3. Considerations when evaluating an Expression of Interest

1. Economic benefits

- Stimulating economic activity i.e., off-peak periods not school or public holidays
- Engagement of local goods and services and partnerships with local businesses

2. Capabilities deck to deliver the Event

- Relevant experience of event organisers and proven track record

3. Environmental considerations

- Minimal and temporary impact on site with sustainable event practices
- Protection of fauna, flora, and Council assets

4. Destination Alignment

- Appropriateness of the concept : size, experience, management, and program

5. Community Benefits

- Inclusive of the broad community and contribute to the vibrancy of Noosa
- Delivery of social, community or cultural outcomes
- Educate and/or engaging the community
- Where possible applicable partner with local groups or clubs
- Respect and publicly acknowledge the local indigenous heritage and traditions

3.4 Pre final permit process

The projects manager of HSA will liaise Noosa Council officers prior to final event approval and event details will be shared with members of the HSA; so the businesses and operators of Hastings St are aware of the activities planned.

3.5 Post Event review

Where appropriate the HSA will participate in post event review or debrief with Noosa Council and the event organiser to assist in future event planning, so we achieve continual improvement for all parties.

4.Noosa Main Beach

Given the prime position of events in this location and to respect the other users of Noosa Main Beach between local residents, community groups and visitors, the Noosa Council and HSA support the following elements for events in this key location :

4.1 Beach activation footprint

Total footprint = 36.5mx15m

Please note : The volume and range sponsorship signage needs to be agreed prior to an events to ensure that Noosa Main Beach does not become an advertising space and is in proportion to the size of an event structure.

5.Details and contact information

Thank you for your interest in events in the Hastings Street precinct. For further details about Events in the Hastings Street precinct and/or to make contact during the EOI or application process, we would be happy to help you.

Please contact : Projects at Hastings Street Association via email : projects@hastingsstnoosa.com.au