



## **Council Agenda**

***29 January 2020***

ALL INFORMATION AVAILABLE IN VARIOUS FORMATS ON REQUEST

[city@busselton.wa.gov.au](mailto:city@busselton.wa.gov.au)

**CITY OF BUSSELTON**

**MEETING NOTICE AND AGENDA – 29 JANUARY 2020**

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**TO: THE MAYOR AND COUNCILLORS**

**NOTICE** is given that a meeting of the Council will be held in the Council Chambers, Administration Building, Southern Drive, Busselton on Wednesday, 29 January 2020, commencing at 5.30pm.

Your attendance is respectfully requested.

**DISCLAIMER**

Statements or decisions made at Council meetings or briefings should not be relied on (or acted upon) by an applicant or any other person or entity until subsequent written notification has been given by or received from the City of Busselton. Without derogating from the generality of the above, approval of planning applications and building permits and acceptance of tenders and quotations will only become effective once written notice to that effect has been given to relevant parties. The City of Busselton expressly disclaims any liability for any loss arising from any person or body relying on any statement or decision made during a Council meeting or briefing.



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**MIKE ARCHER**

**CHIEF EXECUTIVE OFFICER**

17 January 2020

**CITY OF BUSSELTON**

**AGENDA FOR THE COUNCIL MEETING TO BE HELD ON 29 JANUARY 2020**

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1. **DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS**

2. **ATTENDANCE**

**Apologies**

**Approved Leave of Absence**

Nil

3. **PRAYER**

4. **APPLICATION FOR LEAVE OF ABSENCE**

Cr Hick has foreshadowed she will request a Leave of Absence for the Ordinary Council Meeting to be held on 26 February 2020.

Cr Cronin has foreshadowed he will request a Leave of Absence for the Ordinary Council Meeting to be held on 26 February 2020.

5. **DISCLOSURE OF INTERESTS**

6. **ANNOUNCEMENTS WITHOUT DISCUSSION**

**Announcements by the Presiding Member**

7. **QUESTION TIME FOR PUBLIC**

**Response to Previous Questions Taken on Notice**

**Public Question Time For Public**

8. **CONFIRMATION AND RECEIPT OF MINUTES**

**Previous Council Meetings**

8.1 **Minutes of the Council Meeting held 11 December 2019**

**RECOMMENDATION**

**That the Minutes of the Council Meeting held 11 December 2019 be confirmed as a true and correct record.**

8.2 Minutes of the General Electors Meeting held 2 December 2019

**RECOMMENDATION**

**That the Minutes of the General Meeting of Electors held 2 December 2019 be noted.**

**Committee Meetings**

8.3 Minutes of the Airport Advisory Committee held 11 December 2019

**RECOMMENDATION**

**That the Minutes of the Airport Advisory Committee Meeting held 11 December 2019 be noted.**

9. RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS

**Petitions**

**Presentations**

**Deputations**

10. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN (WITHOUT DISCUSSION)

11. ITEMS BROUGHT FORWARD FOR THE CONVENIENCE OF THOSE IN THE PUBLIC GALLERY

## 12. REPORTS OF COMMITTEE

### 12.1 Airport Advisory Committee - 11/12/2019 - BUSSELTON MARGARET RIVER AIRPORT - AIRPORT OPERATIONS UPDATE

<b>STRATEGIC GOAL</b>	5. TRANSPORT Smart, connective and accessible
<b>STRATEGIC OBJECTIVE</b>	5.1 Public transport services that meet the needs of the community.
<b>SUBJECT INDEX</b>	Commercial Services
<b>BUSINESS UNIT:</b>	Commercial Services
<b>REPORTING OFFICER:</b>	Manager, Commercial Services - Jennifer May
<b>AUTHORISING OFFICER:</b>	Director, Community and Commercial Services - Naomi Searle
<b>NATURE OF DECISION</b>	Noting: the item does not require a decision of Council and is simply for information purposes and noting
<b>VOTING REQUIREMENT:</b>	Simple Majority
<b>ATTACHMENTS:</b>	Nil

**This item was considered by the Airport Advisory Committee at its meeting on 11 December 2019, the recommendations from which have been included in this report.**

#### OFFICER RECOMMENDATION

**That the Council receives and notes the Airport operations report.**

#### **EXECUTIVE SUMMARY**

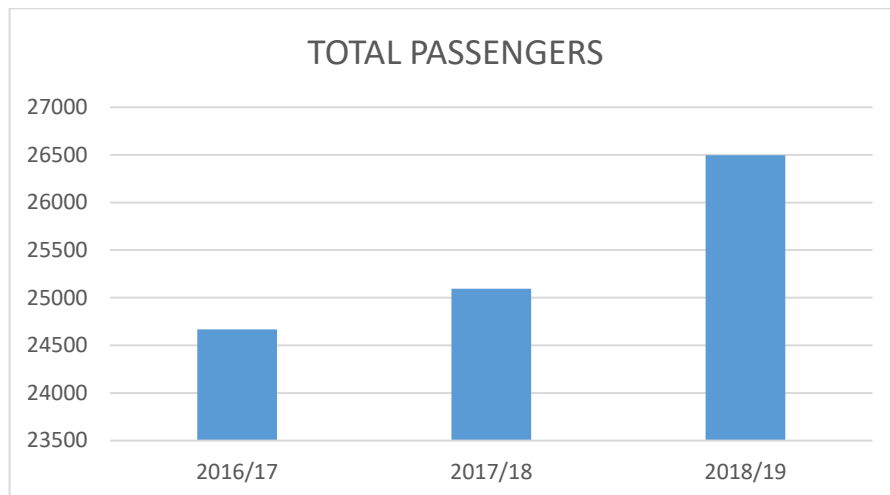
This report provides an overview on the Busselton-Margaret River Airport (BMRA) operations and activities for the financial year reporting period 1 July 2018 to 30 June 2019 and subsequent activities up to the current date.

#### **BACKGROUND**

Following the completion of the airside, landside civil, freight hub and services construction activities in late 2018, staff focus has been directed on airline engagement, leasing opportunities and general operations.

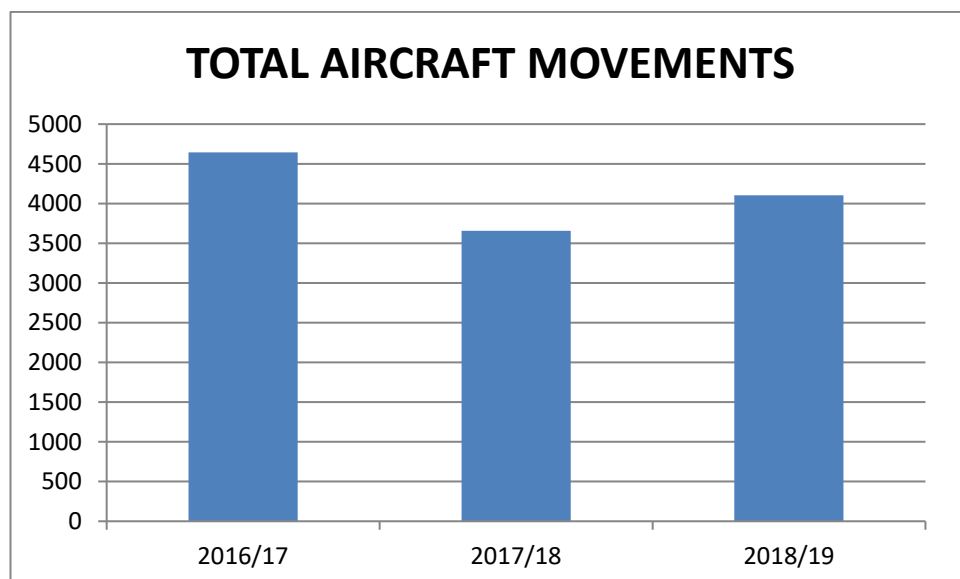
During the 2018/19 financial year reporting period, the BMRA has seen an increase in the overall passenger numbers compared to the same period for 2016/17 and 2017/18 financial years as highlighted in the table below. This is mainly due to the slight increase in fly in-fly out passengers (FIFO) flying on the Virgin Australia flights.

	<b>Total Arriving &amp; Departing Passengers</b>		
	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>
<b>July</b>	1779	1898	2163
<b>August</b>	2043	2301	2204
<b>September</b>	1840	1890	1996
<b>October</b>	1925	2125	2345
<b>November</b>	2640	2501	2047
<b>December</b>	2039	1804	2038
<b>January</b>	1857	1830	2432
<b>February</b>	2079	1911	2134
<b>March</b>	2386	2464	2497
<b>April</b>	1800	1949	2253
<b>May</b>	2260	2434	2262
<b>June</b>	2021	1988	2125
<b>TOTAL</b>	<b>24669</b>	<b>25095</b>	<b>26496</b>

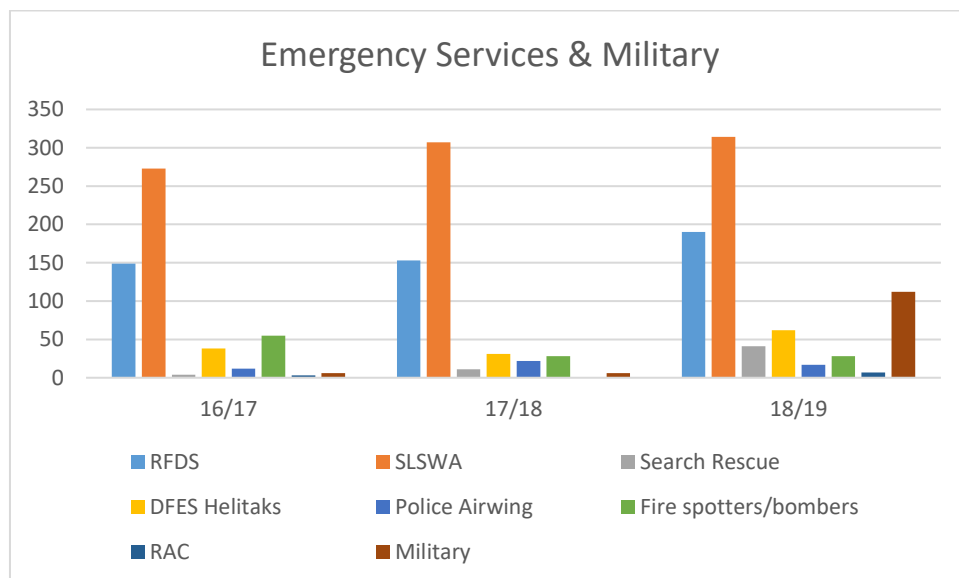


The total number of departing FIFO services from BMRA is currently 10 flights per week utilising the F100 aircraft.

A total of 4106 aircraft movements were recorded for the period 1 July 2018 – 30 June 2019, an increase from the numbers reported for the same period in 2017/18 (3656) and a decrease from 2016/17 (4645). Increases in 2017/18 to 2018/19 can be attributed to additional Busselton Aero Club flight training and RFDS services.



There have been increases in Emergency Services airport usage for Helitac Firefighting, RFDS, SLSWA and Search & Rescue during this reporting period. The largest increased use of the BMRA is by military aircraft with the introduction of Jet A1 fuel available. The table below includes all approved training flights for emergency services as well as emergency flights. The City does not restrict training flights for emergency services, FIFO operators and military operations.



### Carpark

In May 2019 the new carpark became operational with the closure of the unsealed long term FIFO carpark.

The new car park is available 24/7 for patrons and is equipped with credit card / EFTPOS facilities and CCTV throughout for security.

Carpark usage and revenue has remained steady throughout the financial year and patronage has remained steady with the recent move to the new car park.

### Hangar Leases

Following the expiration of the existing aircraft hangar leases (north and central), leases have been executed with McDermott Aviation for two hangars for the provision of aerial fire-fighting services, Helistar Aviation for two hangars to provide services on behalf of Surf Life Saving WA and Busselton Aero Club for the storage of training aircraft.

Hangar hire agreements have also been taken up by Busselton Aero Club and another private operator with seven of the 12 hangars now occupied.

City officers will continue to liaise with emergency services and aircraft owners to secure interest in the existing hangars and new general aviation precinct. To date no aircraft operators have committed to signing a hangar lease within the new GA precinct with unfavourable current market conditions for capital investment deterring proponents entering into formal leases.

### International Alternate Airport

In March 2019 BMRA was designated as an alternate international airport by the Department of Infrastructure, Regional Development and Cities.

City officers have developed an MOU for airlines to use the BMRA as an alternate international airport and will continue to build ongoing working relationships with these airlines.

### Qantas Pilot Training Academy

Following a national Expression of Interest (Eoi) process, BMRA was not selected as the site for either of the two Qantas Pilot Training Academies which were announced in September 2018 and May 2019.

### Proposed Aerofest 2020

Officers are currently in consultation with Busselton Aero Club and CASA on the proposed Aerofest 2020 to be held at BMRA on 1 March 2020. The Aero Club expect visitor numbers to exceed the 5000 who visited the last Aerofest in 2016.

A range of air displays similar to previous events are being finalised including the following:

- RAAF
- Civil aircraft
- Parachuting
- Formations
- Electric aircraft
- Streamer cutting
- Helicopters
- Aerobatics

This event will assist to showcase the airport redevelopment in particular the general aviation precinct opportunities for local and visiting aircraft operators.

### Noise Management Plan (2019) Non-Compliance Reporting

BMRA is currently operating under the Noise Management Plan (statement 1088) approved in January 2019 by the Minister for Environment; Disability Services; Electoral Affairs.

Under the Noise Management Plan (NMP) the City is required to submit its annual compliance report to the Office of Environmental Protection Authority prior to 22 September 2019 for the reporting period of 23 June 2018 to 22 June 2019. During this reporting period five (5) out of an available twelve (12) CEO approved non-conforming activities (section 3.3.3 Approval for Non-Conforming Activity of the NMP) have been used.

No CEO approvals have been used in the current reporting period.

### Corporate Event

The Airport team are currently liaising with an event organiser to hold a private corporate event with Lexus Asia at the BMRA in November 2019. Lexus Asia are requesting to use the southern apron to display vehicles and conduct vehicle test drives for a selection of invited clients only. The event will take place for 3-4 hours on Friday 15 November and coincide with the WA Gourmet Escape.

### Commencement of RPT Services

At a press conference held 4 October 2019 the City and Jetstar announced the commencement of direct Melbourne – Busselton flights. Services will commence on 25 March 2020 and comprise of three flights per week, Monday, Wednesday and Saturday with aircraft arriving from Melbourne at 9.05am and departing at 9.35am. The initial fare sale price started at \$89 one way and was available for the first five days. Jetstar have responded that they “have seen a terrific response from customers since the route went on sale with strong demand for seats from the local community and visitors from the east coast.” In less than a week Jetstar sold more than 3,000 sale fares and close to 5,000 seats overall.

The Airport team now have a considerable project to deliver, including terminal expansions, construction of the new arrivals hall, implementation of security screening and baggage handling equipment, as well working with industry and businesses to ensure a cafe/kiosk, car hire and tourism services are available at the airport. Work has already begun with tenders for the procurement of security screening and baggage handling systems being issued on the 9 October (closing 31 October) and expected issue of tenders for terminal expansion (design and construct contract) and the arrivals hall (design and construct contract) by 16 October 2019.

**OFFICER COMMENT**

FIFO passenger numbers and aircraft movements through the BMRA have increased in comparison to previous years, Officers expect FIFO passenger numbers to remain in line or slightly above budgeted forecasts for the remainder of the 2019/20 financial year.

The period has seen operational improvements, maintenance, scheduled inspections and staff training taking place including:

- Annual Aerodrome Technical inspections completed.
- Development of BMRA social media presence (Facebook, Instagram)
- Air BP aviation fuel quality control and Airport Reporting officer refresher training
- Obstacle Limitation surface rectifications
- Expansion of wildlife mitigation program

The Airport team are now planning the next phase of Airport expansion for the commencement of Jetstar services in March 2020.

**Statutory Environment**

The BMRA operates in accordance with the following: Aviation Transport Security Act 2004, Aviation Transport Security Regulations 2005, CASA MOS 139, Council's Transport Security Plan and City policies and procedures.

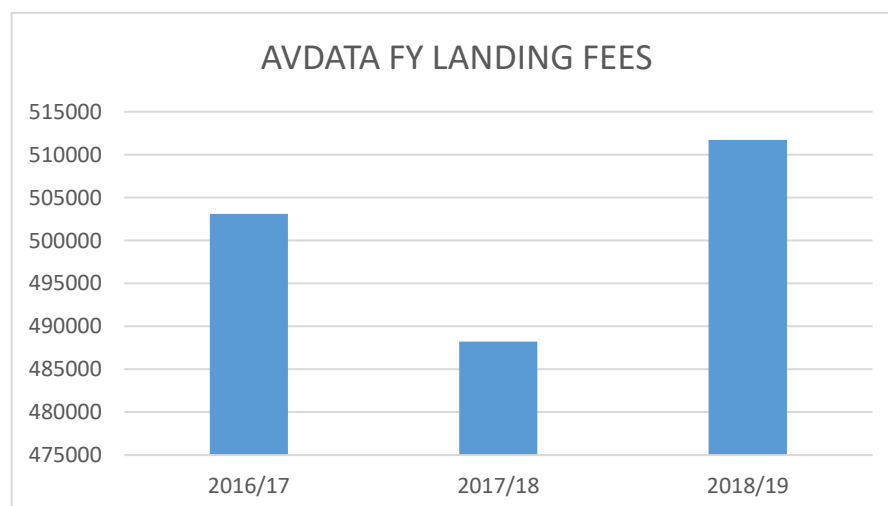
**Relevant Plans and Policies**

There are no relevant plans or policies to consider in relation to this matter

**Financial Implications**

Airport revenue for the 2018/2019 financial year was \$1,127,024 compared to the amended budget of \$1,167,100. The reason for revenue being less than expected is due to \$111,000 in contributions towards airport marketing activities from surrounding local governments and tourism associations not being received as the contributions were pending an executed agreement with an airline. Excluding this, the actual revenue received of \$1,127,024 is greater than the projected budget (\$1,056,100) by \$70,924.

Other notable revenue sources exceeding budget include; Airport hangar lease income by \$10,087, Airport passenger fees by \$13,560 and Airport landing fees by \$12,123. The graph below shows the landing fees invoiced by Avdata for the financial year 2018/19 in comparison to the same period for 2016/17 and 2017/18.



Airport expenditure less depreciation for 2018/19 financial year is \$522,215 compared to the amended budget amount of \$519,650. There are no financial implications associated with the officer recommendation.

#### **Stakeholder Consultation**

Consultation with Department of Transport, South West Development Commission, Government agencies, airport stakeholders, Aviation Marine Security (AMS), Civil Aviation Safety Authority (CASA), Air Services Australia, Virgin Australia Regional Airline, the Busselton Aero Club, Albany, Esperance, Geraldton Airports and Australian Airports Association has been occurring on a regular basis concerning many topics and issues relating to the Airport.

#### **Risk Assessment**

An assessment of the potential implications of implementing the officer recommendation has been undertaken using the City's risk management framework, with risks assessed taking into account any controls already in place. No risks of a medium or greater level have been identified.

#### **Options**

The Council may choose not to accept the officer report.

#### **CONCLUSION**

The airport team is looking forward to an exciting 2019/20 year with the commencement of RPT services and with airside, landside and freight hub development works completed the importance of maintaining a compliant aerodrome. Officers will continue to provide a high level of customer service ensuring the airport is operating safely and security is maintained throughout.



#### **TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Not applicable.



### 13. PLANNING AND DEVELOPMENT SERVICES REPORT

#### 13.1 AMENDMENT NO. 44 TO LOCAL PLANNING SCHEME NO. 21 - 'RSLWA HUB' CAUSEWAY ROAD, BUSSELTON - CONSIDERATION FOR INITIATION FOR ADVERTISING

<b>STRATEGIC GOAL</b>	1. COMMUNITY: Welcoming, friendly, healthy
<b>STRATEGIC OBJECTIVE</b>	1.2 A community with access to life-long health and education opportunities.
<b>SUBJECT INDEX</b>	Local Planning Scheme 21 Amendments
<b>BUSINESS UNIT</b>	Strategic Planning
<b>REPORTING OFFICER</b>	Senior Strategic Planner - Helen Foulds
<b>AUTHORISING OFFICER</b>	Director, Planning and Development Services - Paul Needham
<b>NATURE OF DECISION</b>	Legislative: to adopt legislative documents e.g. local laws, local planning schemes, local planning policies
<b>VOTING REQUIREMENT</b>	Simple Majority
<b>ATTACHMENTS</b>	Attachment A Subject Land Parcels  Attachment B Proposed Scheme Amendment Map 

#### OFFICER RECOMMENDATION

That the Council:

1. In pursuance of the *Planning and Development (Local Planning Schemes) Regulations 2015*, initiates Amendment No. 44 to the City of Busselton Local Planning Scheme 21 for community consultation, for the purposes of:
  - (a) Rezoning Lot 69 (No. 10) Rosemary Drive and Lot 100 (No. 15) Southern Drive, Busselton from “Residential” to “Special Use No. 30” and to recode the Lots from “R30” to “R-AC3”;
  - (b) Rezoning Lot 48 (No. 26) and Lot 49 (No. 28) Causeway Road from “Tourism” to “Special Use No. 30” and include a residential density code of “R-AC3”;
  - (c) Inserting the following particulars in ‘Schedule 5 – Special Uses’ of the Scheme:

No.	Description of Land	Special Use	Conditions
30	Lot 48 (No. 26) Causeway Road, Busselton; Lot 49 (No. 28) Causeway Road, Busselton; Lot 69 (No. 10) Rosemary Drive, Busselton; and Lot 100 (No. 15) Southern Drive, Busselton.	The following land uses are ‘P’ Permitted: a. Aged Persons Home; b. Club Premises; c. Community Purpose; d. Grouped & Multiple Dwellings; e. Consulting Rooms; f. Residential Building.  The following land uses are “D” Discretionary: a. Medical Centre; b. Reception Centre; and c. Office.	1. Development is limited to a total plot ratio of 2.0. 2. Notwithstanding Clause 4.8 of the Scheme and the ‘R-AC3’ density code, a maximum building height of 4 storeys (to maximum height of 15m above natural ground level) is applicable to development on the site. 3. Development within 10m of a lot boundary, which abuts land that is zoned Residential, is limited to 2 storeys (to maximum height of 9m above natural ground level). 4. All other development controls are to be as per ‘R-AC3’ under <i>State Planning Policy 7.3: Residential Design Codes Volume 2 - Apartments</i> .

- (d) Amending the Scheme Map accordingly.
2. Pursuant to Regulation 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations), determine that Amendment No. 44 is a 'standard amendment' in accordance with r.34(b) of the Regulations as it is:
- (a) an amendment relating to a zone or reserve that is consistent with the objectives identified in the Scheme for that zone or reserve;
  - (b) an amendment that is consistent with a Local Planning Strategy for the Scheme that has been endorsed by the Commission; and
  - (c) the amendment would not result in any significant environmental, social, economic or governance impacts on land in the Scheme area.
3. That, as the Amendment is in the opinion of the Council consistent with Part V of the Act and Regulations made pursuant to the Act, that upon preparation of the necessary documentation, the draft Amendment be referred to the Environmental Protection Authority (EPA) as required by the Act, and on receipt of a response from the EPA indicating that the draft Amendment is to not be subject to formal environmental assessment, be advertised for a period of 42 days, in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*. In the event that the EPA determines that the draft Amendment is to be subject to formal environmental assessment, this assessment is to be prepared prior to advertising of the draft Amendment.

#### EXECUTIVE SUMMARY

The Council is requested to consider initiating Scheme Amendment No. 44 over Lot 69 Rosemary Drive, Lots 48 and 49 Causeway Road and Lot 100 Southern Drive, Busselton (in total, the subject land) by rezoning these parcels to 'Special Use' zone and applying conditions to guide future development.

The Amendment is intended to essentially support the redevelopment of the Returned and Services League (RSL) across these sites by allowing for a specific combination of complementary community, business and residential uses that align with the RSL's service charter.

The Amendment is recommended to be adopted for the purposes of public advertising.

#### BACKGROUND

The applicant has advised that the current Returned and Services League of Australia WA (RSL) building is not equipped for the current needs of the RSL and requires significant upgrades. This Amendment will facilitate redevelopment of the site for a multipurpose centre by co-locating services between the RSL and other organisations that provide services to ex-service personnel and families.

Whilst the core purpose of the RSL will remain unchanged, the organisation is evolving as the needs of each generation of service personnel change. In response, this amendment seeks to allow uses that provide complementary services that support the operations of the RSL to ensure its on-going capacity to meet the needs of the community.

The RSL has expressed interest in redeveloping the subject sites to cater for:

- Club facilities (including bar facilities);
- Administration (offices);
- Consulting rooms for ex-service personnel organisations and affiliates (legacy, defence force recruiting etc.);

- Café;
- Apartments (mix of short stay and permanent accommodation);
- Aged care; and
- Ancillary uses which complement the day to day operations of the RSL and affiliated organisations.

Proposed Scheme Amendment No. 44 seeks to rezone four parcels of land to 'Special Use' zone to facilitate redevelopment for the RSL. The land subject to the Amendment covers a total area of 5,436m<sup>2</sup> and involves the rezoning of the following land parcels:

- Lot 69 (No. 10) Rosemary Drive, Busselton, currently zoned "Residential – R30" and contains the current Busselton RSL WA sub-branch;
- Lot 48 (No. 26) and Lot 49 (No. 28) Causeway Road, Busselton, both being vacant and zoned "Tourism"; and
- Lot 100 (No. 15) Southern Drive, Busselton, owned by the City of Busselton, zoned "Residential – R30" and originally developed with a dwelling that has since been converted into offices.

The land parcels are identified at Attachment A, with the proposed Scheme Amendment Map at Attachment B.

The RSL has approached the owner(s) of the adjoining Lots 48 and 49, being the vacant lots at the corner of Causeway Road and Southern Drive, with a view to entering into a joint venture or lease arrangement to facilitate the overall development. These owners are supportive of the proposed Amendment.

Lot 100 Southern Drive was considered to be 'surplus to the needs' of the City, now that the Administration Building has been completed. The City subsequently issued an Expression of Interest for the 'sale' or 'lease' of 'Finance House' on Lot 100 in mid-2018, the process resulting in a month by month lease being issued (for a minimal figure) to 'CinefestOZ' for use of the building. The RSL expressed interest in incorporating Lot 100 into its overall re-development proposal and, although no final arrangement has been entered into, opportunity remains for the City to either sell Lot 100 or to enter into a joint venture arrangement with the RSL and owner(s) of Lots 48 and 49.

At the time of writing this report, however, interest had been expressed from the Bunbury Regional Community College (BRCC) for a lease to use the building on Lot 100 for educational purposes. Before setting any leasing arrangements with the BRCC, certain compliance requirements under the Building Code for use of 'Finance House' for educational purposes must be addressed. A development application must also be submitted and assessed for the 'change of use' required, with advertising to then take place by an approved means.

The proposal to rezone the subject land does not diminish the ability for 'Finance House' to be leased to BRCC for educational purposes. The RSL has been informally consulted on this matter and advised that, while the inclusion of 'Finance House' could have advantages to a major redevelopment over the site, it is yet to be confirmed in the development of the concept design. It is recommended in this instance that the proposed Amendment be progressed and that the inclusion of Lot 100 within Amendment No. 44 be revisited at such time as the proposal is returned to the Council following advertising and more information is known surrounding BRCC's intentions. If at that time it is decided to remove 'Finance House'/Lot 100 from the Amendment, this can be achieved via a modification.

The proposal has been accompanied by a Transport Impact Statement (TIS), which has identified projected traffic volumes on an assumed development outcome of 50 residential apartments, 200m<sup>2</sup> office space and 150m<sup>2</sup> function room (although it should be noted that the final development outcome may comprise these land uses or a combination of other land uses). The net increase in traffic is estimated to be 220-270 vehicles per day, an increase from approximately 100-150 trips per day currently generated by the existing RSL.

The TIS acknowledges that access to the site could be provided from Southern Drive and Rosemary Drive, as well as the service road that runs alongside Causeway Road. Access to the site via Southern Drive might offer the most logical access, given the location of the City's Administration Building, although the works associated with the 'Eastern Link' will include the provision of a roundabout at the Rosemary Drive intersection, improving both traffic flow and safety performance.

The TIS, in taking into account the proposed 'Eastern Link' works, has concluded that the proposal will not significantly affect the surrounding road network, which has been designed to accommodate this scale of traffic.

Conclusions made by the TIS include:

- A waste management plan should be prepared at the time of a formal development application being lodged; and
- There is expected to be no adverse effects from the land use development proposal on road safety.

#### OFFICER COMMENT

Scheme Amendment No. 44 proposes to rezone the subject lots to 'Special Use', allowing for a specific combination of complementary community, business and residential uses that align with the RSL's service charter.

This current proposal is not intended to provide a formal design, at this stage, for the redevelopment of the site, but to provide instead the means to facilitate such redevelopment of the RSL, with other community organisations, to offer improved services to the area. A future development application can adequately address management, operations, scale and design of any formal proposal. What these amendment controls propose is a guide for the design of the future development, in addition to the standard requirements of the Residential Design Codes (the R-Codes).

The following information has been proposed to be inserted into 'Schedule 5 – Special Uses' of the Scheme:

No.	Description of Land	Special Use	Conditions
30	As identified on the Scheme map	<p>The following land uses are 'P' Permitted:</p> <ul style="list-style-type: none"> <li>a. Aged Persons Home;</li> <li>b. Club Premises;</li> <li>c. Community Purpose;</li> <li>d. Grouped &amp; Multiple Dwellings;</li> <li>e. Consulting Rooms;</li> <li>f. Residential Building;</li> <li>g. Serviced Apartments.</li> </ul> <p>The following land uses are "D" Discretionary:</p> <ul style="list-style-type: none"> <li>a. Medical Centre;</li> <li>b. Reception Centre;</li> </ul>	<ol style="list-style-type: none"> <li>1. The objective of this Special Use zone is to facilitate the operations of the Returned and Services League (RSL) as an organisation which provides a range of services and facilities to support ex-veterans and their families. The RSL also supports the operations of affiliated organisations which provide community benefit.</li> <li>2. Council may approve incidental or ancillary uses to those listed where the use is consistent with the objective of this Special Use.</li> </ol>

		<p>and c. Office.</p> <p>The following land uses may be permitted only where ancillary, subsidiary or incidental to the predominant use for which the approval is sought:</p> <p>a. Tavern; and b. Restaurant/Café.</p>	<p>3. Development is limited to a total plot ratio area of 2.0.</p> <p>4. Notwithstanding Clause 4.8 of the Scheme and the R-AC3 density code, a maximum building height of 4 storeys (to maximum height of 15m) is applicable to development on the site.</p> <p>5. Development within 10m of a lot boundary which abuts land zoned Residential, is limited to 2 storeys (to maximum height of 9.0m).</p> <p>6. All other development controls are to be as per RAC-3 under <i>State Planning 7.3 Residential Design Codes Volume 2</i> (DesignWA).</p>
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The mix of uses and proposed permissibilities suggested allows for a combination of complementary community, business and residential uses that align with the RSL's service charter, whilst avoiding retail and commercial uses considered inappropriate outside the City's core CBD area. There is no intent to promote or to encourage the development of retail or business offerings that are more suitably located within the City Centre. The sites are set back from Causeway Road, having the benefit of the service road, and the list of uses proposed will not encourage a 'shop-front' appearance, thus reducing the likelihood of any potential commercial strip along Causeway Road.

In the case of 'commercial-only development', proposed conditions 3, 4 and 5 would apply during any formal assessment process. If there is no residential component proposed at the time of assessment (for instance, in the case of a staged construction, should the Club Premises be applied for in isolation to any residential use), condition 6 would not specifically apply, although, the R-Codes would be referenced as a guide for any development application, together with the "Matters to be considered" clause of the Deemed Provisions (Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*).

The following comments are provided in response to a preliminary assessment of the proposed conditions for Special Use Zone No. 30:

- 1. Objective**

The conditions of the Special Use zone should provide guidance to the development of the land within the specified area. The introduction of an objective should not be necessary to guide development within the subject land, nor is it necessarily appropriate to control development in this way. Business decisions, such as the amalgamation of the lots to form a single development area or entering into joint venture arrangements, should be made separate to the directions of the Scheme and the planning framework. This 'condition' is therefore recommended to be removed.
- 2. Incidental and ancillary uses**

Reference to ancillary, subsidiary or incidental uses within column 3 'Special Use' and column 4 'Conditions' of the table are not necessary and should be removed. The Scheme, at clause 3.3.3, adequately guides what could be considered as ancillary, subsidiary and incidental to the predominant use of the site.

**3. Plot ratio**

In mixed use developments building bulk and scale is controlled by setting a maximum plot ratio, which is the ratio of the gross 'plot ratio area' of buildings on a development site to the area of land in the site boundaries. For instance and in simple terms, a plot ratio of 1.0 on a 1,000 square metre lot could equate to a two-storey building with 500 square metres on each floor, so a total floor area of 1,000 square metres.

A plot ratio of 2.0 is proposed to apply for all development within the site, both residential and non-residential, ensuring an appropriate scale of all built form, complementing, not dominating, surrounding development.

**4. Building height**

With respect to building height, the Scheme currently allows for 3 storey development across the site. Given the existing Scheme entitlements, the applicant proposes controls to allow redevelopment up to four storeys fronting Causeway Road to complement the nearby City Administration Building and to allow for a consistent and complementary scale of built form along this section of Causeway Road leading into the City Centre.

Note that the recommendation proposes a clarification that the height controls relate to height above natural ground level, including any fill or similar required – that change reflects the normal basis on which building height is determined in the WA planning system. The City's Administration Building, at its highest point, is around 14 metres above natural ground level (from ground floor to building apex, in the three storey portion of the building, is 13 metres, with the maximum level of fill, relative to the site prior to development of the current building, being around one metre).

**5. Development adjacent to boundaries**

Development at the interface with adjoining residential development (within 10 metres of a neighbouring residential lot) would be restricted to two (2) storeys, with a maximum height of 9 metres. The R-Codes require that development is to satisfy the relevant 'Acceptable Outcomes' for solar access, which may well preclude development, even at this height, unless carefully designed.

Some concern is held by officers in respect to proposed condition 5 given the potential for a 9m high wall within 10m of a boundary and the potentially adverse effects this might have on neighbouring residential properties.

In comparison, a R30 dwelling may be constructed up to one side boundary with a maximum height of 3.5m and an average of 3.0m for two-thirds the length of boundary. The Amendment, if initiated by the Council for public consultation, will be sent directly to neighbouring landowners as part of the consultation process, and all comments received will be addressed and referred back to the Council with recommendations at the time of considering final adoption.

**6. R-AC3 density code**

The 'R-AC3' density code has been chosen to be consistent with the mixed use development in the City Centre. The application of this density code will require any mixed use development (i.e. containing commercial and residential uses) to be designed in a way that is responsive to the site constraints and surrounding development.

Prior to the Amendment document being advertised, a number of modifications to the proposed Table are therefore recommended. These include the removal of conditions 1 and 2, as detailed above.

Further corrections to the proposed amending text include:

1. including a specific description of the land parcels contained within Special Use Zone No. 30;
2. removing the use class 'Serviced Apartments', as this use does not currently exist in the Scheme;
3. correcting the title of State Planning Policy 7.3 at condition 6 (column 4); and
4. a number of minor editing corrections.

The abovementioned corrections and modifications have been implemented within the 'Officer Recommendation'.

The possibility of an arrangement (either by way of a joint-venture agreement or amalgamation of lots) not going ahead between the respective landowners should be considered in the event that the Amendment is successful. Should this be the case, the list of uses, being predominately residential in nature or community/consulting-type services, would be considered appropriate in this location given the proximity to the City Centre and position along a major traffic route.

#### **Bushfire Prone Area**

Small portions of the subject land have been identified as 'bushfire prone' on the 'Map of Bush Fire Prone Areas' as developed by the Office of Bushfire Risk Management (OBRM). This map acts as a trigger to determine whether bushfire protection planning and building requirements apply. A large portion of Lot 100 and Lot 48 are included within a bushfire prone area, along with the very easterly corner of Lot 10.

In accordance with State Planning Policy 3.7: Planning in Bushfire Prone Areas (SPP 3.7), all strategic planning proposals within a designated bushfire prone area must be accompanied by either a Bushfire Hazard Level assessment, a BAL Contour Map, and/or a BAL assessment.

The applicant has advised that an assessment of the bushfire risk will be addressed as part of the preparation of a Development Application. Given the separation of the future development site from bushfire hazards, and the maintained areas within the general proximity to the site, it is expected that the site will be determined to have a Bushfire Hazard Level of 'Low', in which case a full Bushfire Management Plan will not be necessary.

The Scheme Amendment will be forwarded to the Department of Fire and Emergency Services for comment, at which time it is anticipated that a Bushfire Hazard Level assessment will possibly be requested. The City has received advice from a category 3 level bushfire assessment practitioner that any such request could be accommodated easily and readily.

#### **Statutory Environment**

The key statutory environment is set out in the *Planning and Development Act 2005* (Act), the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations) and the *City of Busselton Local Planning Scheme No. 21* (LPS21). Each is discussed below under appropriate subheadings.

#### **Planning and Development Act 2005**

The Act outlines the relevant considerations when preparing and amending local planning schemes. The relevant provisions of the Act have been taken into account in preparing and processing this Amendment.

**Planning and Development (Local Planning Schemes) Regulations 2015**

The Regulations, which came into operational effect on 19 October 2015, identify three different levels of amendments – basic, standard and complex. The resolution of the local government is to specify the level of the subject amendment and provide an explanation justifying this choice. The Amendment is considered to be a ‘standard amendment’ for reasons outlined in part 2 of the ‘Officer Recommendation’.

**Local Planning Scheme No. 21**

The proposal is consistent with the provisions of the ‘Special Use’ zone as defined by the Scheme, the objectives of which are to facilitate special categories of land uses that do not sit comfortably within any other zone and enable specific conditions to be imposed associated with that special use.

**Relevant Plans and Policies**

The key policies relevant to the proposal are:

1. *State Planning Policy 3.0: Urban Growth and Settlement.*
2. *State Planning Policy 3.7: Planning for Bush Fire Prone Areas/Guidelines for Planning in Bushfire Prone Areas 2015.*
3. *State Planning Policy 7.0: Design of the Built Environment.*
4. *State Planning Policy 7.3: Residential Design Codes Volume 2 – Apartments.*
5. *City of Busselton Local Planning Strategy.*
6. *City of Busselton Local Tourism Planning Strategy.*

**State Planning Policy 3.0: Urban Growth and Settlement**

State Planning Policy 3.0: Urban Growth and Settlement (SPP 3.0) sets out the principles and considerations which apply to planning for urban growth and settlements in Western Australia. The objectives of this policy include to:

- build on existing communities with established local and regional economies, concentrate investment in the improvement of services and infrastructure, and enhance the quality of life in those communities; and
- manage the growth and development of urban areas in response to the social and economic needs of the community and in recognition of relevant climatic, environmental, heritage and community values and constraints.

Key requirements for sustainable communities identified by SPP 3.0 as they relate to this Scheme Amendment are:

- variety and choice in the size, type and affordability of housing to support a range of household sizes, ages and incomes, and which is responsive to housing demand and preferences; and
- access for all to employment, health, education, shops, leisure and community facilities by locating new development so as to be accessible by foot, bicycle or public transport, rather than having to depend on access by car (whilst recognising the convenience of car travel for some trips and the limited potential to provide alternatives in rural and remote locations).

Principles for planning of ‘Liveable Neighbourhoods’ require the safe and convenient access to services and facilities designed for all users, including users with disabilities.



### **State Planning Policy 3.7: Planning in Bushfire Prone Areas (SPP 3.7) and Guidelines for Planning in Bushfire Prone Areas**

SPP 3.7 directs how land use should address bushfire risk management in Western Australia. It applies to all land which has been designated as 'bushfire prone' by the Fire and Emergency Services Commissioner as highlighted on the 'Map of Bush Fire Prone Areas'. The accompanying *Guidelines for Planning in Bushfire Prone Areas* provide supporting information to assist in the interpretation of the objectives and policy measures outlined in SPP 3.7, providing advice on how bushfire risk is to be addressed when planning, designing or assessing a planning proposal within a designated bushfire prone area.

### **State Planning Policy 7.0: Design of the Built Environment (SPP 7.0)**

Lead policy that elevates the importance of design quality across the whole built environment. It includes 10 principles for good design and establishes the framework for integrating design review as a part of the evaluation process. A Development Application will be considered against the following principles:

- |                                    |  |
|------------------------------------|--|
| 1. Context and Character           | Good design responds to and enhances the distinctive characteristics of a local area, contributing to a sense of place.  |
| 2. Landscape Quality               | Good design recognises that together landscape and buildings operate as an integrated and sustainable system, within a broader ecological context.   |
| 3. Built Form and Scale            | Good design ensures that the massing and height of development is appropriate to its setting and successfully negotiates between existing built form and the intended future character of the local area.                                      |
| 4. Functionality and Built Quality | Good design meets the needs of users efficiently and effectively, balancing functional requirements to perform well and deliver optimum benefit over the full life-cycle.  |
| 5. Sustainability                  | Good design optimises the sustainability of the built environment, delivering positive environmental, social and economic outcomes.  |
| 6. Amenity                         | Good design provides successful places that offer a variety of uses and activities while optimising internal and external amenity for occupants, visitors and neighbours, providing environments that are comfortable, productive and healthy. |
| 7. Legibility                      | Good design results in buildings and places that are legible, with clear connections and easily identifiable elements to help people find their way around.  |
| 8. Safety                          | Good design optimises safety and security, minimising the risk of personal harm and supporting safe behaviour and use.   |
| 9. Community                       | Good design responds to local community needs as well as the wider social context, providing environments that support a diverse range of people and facilitate social interaction.  |
| 10. Aesthetics                     | Good design is the product of a skilled, judicious design process that results in attractive and inviting buildings and places that engage the senses.   |

**State Planning Policy 7.3: Residential Design Codes Volume 2 – Apartments (SPP 7.3)**

Provides planning and design standards for residential apartments (multiple dwellings) in areas coded R40 and above, within mixed use development and activity centres. SPP 7.3 builds upon the principles established in SPP 7.0 providing design parameters for apartment development. These policies represent a significant shift in the way in which development is assessed, with applications to be reviewed under performance criteria, as opposed to prescriptive development controls. The intention is to provide a flexible framework which incentivises excellence in building design.

The City will assess any future Development Application for the residential component of the site against the objectives and requirements of SPP 7.3.

**Local Planning Strategy (LPS)**

The LPS sets the long term broad planning direction for the whole of the District of the City of Busselton and provides the strategic rationale for decisions related to the progressive review and amendment of LPS21. The draft LPS was adopted for final approval by the Council in September 2016 and was endorsed, subject to modifications, by the WAPC on 10 December, 2019.

An objective of Theme 1 (Settlement and Community) is for expansion and improvement of community facilities to meet the needs of a growing and increasingly diverse population. Strategies associated with this theme are to support and pro-actively plan for urban consolidation and redevelopment in areas close to the Busselton City Centre and the development of new and improved community facilities to meet the needs of a growing and increasingly diverse population.

The LPS actively supports this proposed form of development close to the Busselton City Centre. A desirable diversification in the types of housing choice and availability for those affiliated with the RSL service charter could also result from this Amendment.

**Local Tourism Planning Strategy (LTPS)**

The LTPS was adopted by Council on 8 December 2010 and was noted by the WAPC in 2013. It provides a planning policy framework for decisions that affect the tourism industry in the City and recognises the importance of preserving, protecting and growing strategic tourism opportunities.

The LTPS identifies Lots 48 and 49 Causeway Road as tourist zoned land where alternative zonings may be considered, given it is a small site offering limited potential (to a future tourism venture).

**Financial Implications**

There are no direct financial implications associated with the officer recommendation.

**Stakeholder Consultation**

If the Council resolves to initiate the Amendment, the relevant documentation will be referred to the Environmental Protection Authority (EPA) for formal assessment under Part IV of the *Environmental Protection Act 1986*. Should the EPA resolve that the Amendment does not require formal assessment, the document will be advertised for 42 days in accordance with the Regulations.

**Risk Assessment**

An assessment of the potential implications of implementing the officer recommendation has been undertaken using the City's risk management framework, with risks assessed taking into account any controls already in place. No risks of a medium or greater level have been identified.

**Options**

As an alternative to the officer recommendation, the Council could:

1. Resolve to decline the request to initiate the Amendment in its entirety (and provide a reason for such a decision). It should be noted that under the relevant legislation there is no right of appeal against a Council decision not to initiate an amendment;
2. Resolve to seek further information before making a decision.
3. Resolve to initiate the Amendment subject to further modification(s) as required (and justified).

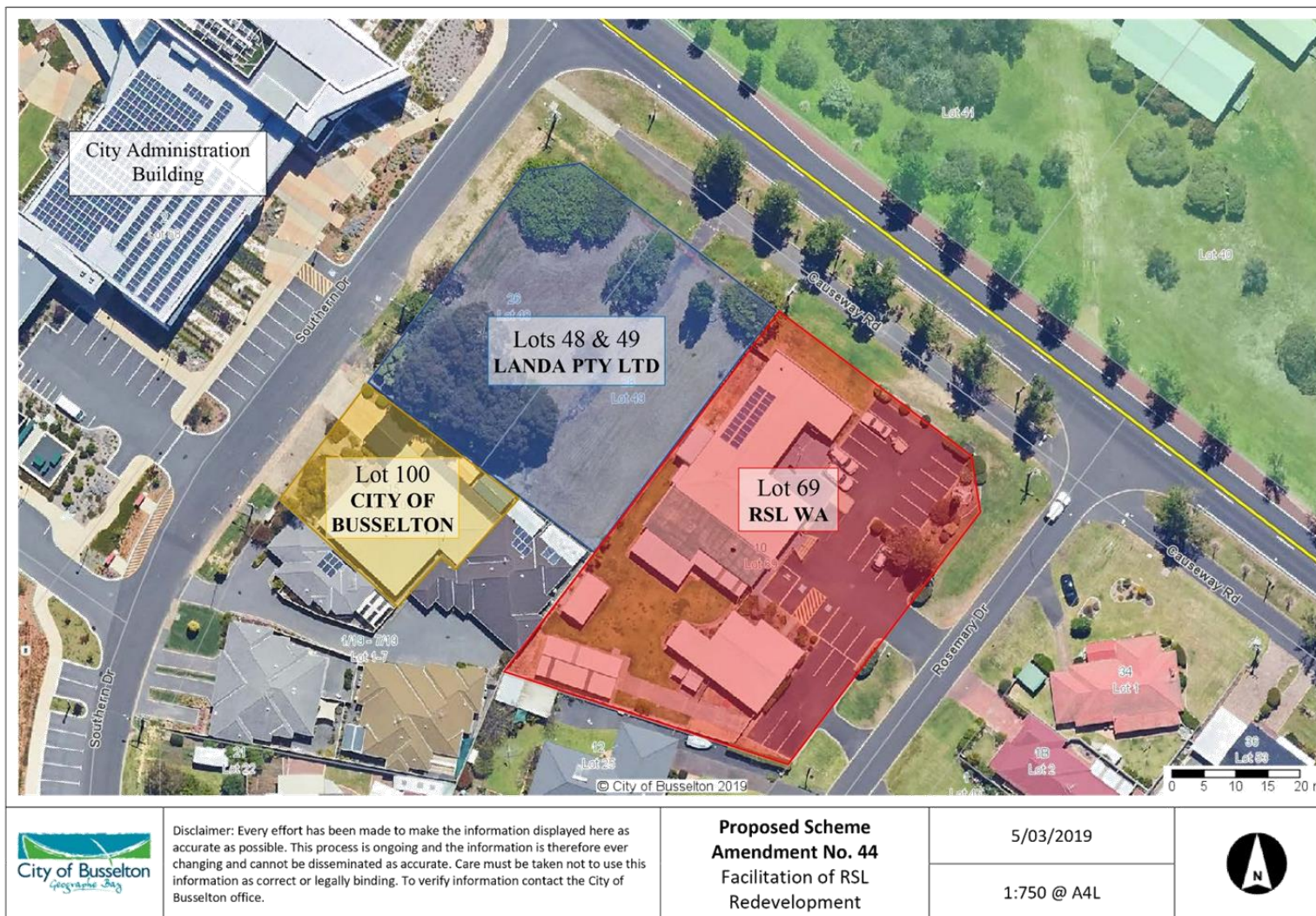
It is not considered that any of the above-mentioned options would be warranted in this instance.

**CONCLUSION**

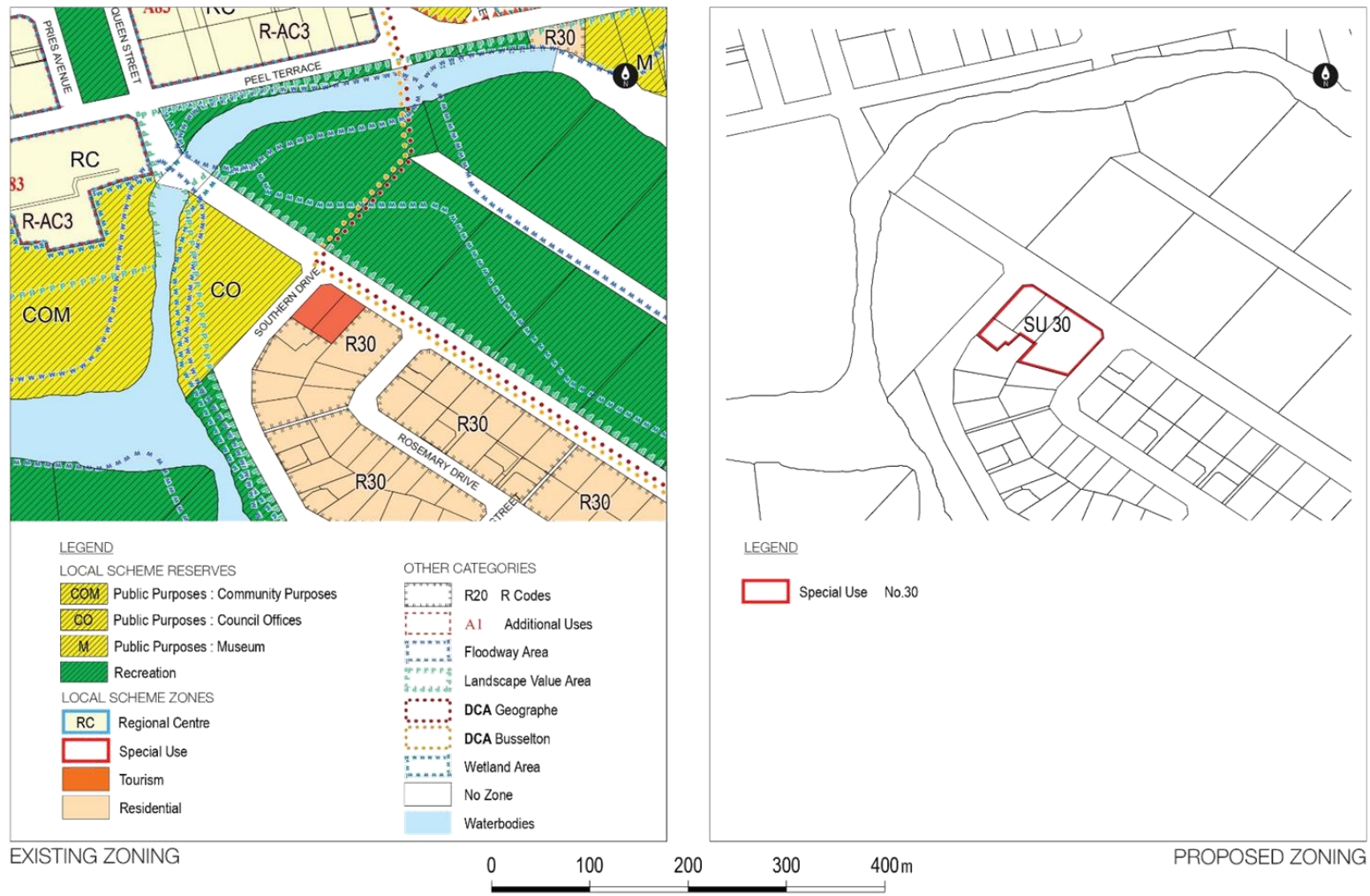
Officers are of the view that the proposal is generally consistent with the aims and objectives of the State and local planning policy framework. It is recommended that Amendment 44 be adopted by the Council for public consultation.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

The implementation of the officer recommendation will involve advising the applicant of the resolution of the Council and commencing the process to advertise the Amendment, which will occur within one month of the decision date.







PROPOSED SCHEME ADMENDMENT:  
CITY OF BUSSELTION LOCAL PLANNING SCHEME NO. 21

## 14. ENGINEERING AND WORK SERVICES REPORT

### 14.1 RFT22/19: BUSSELTON COASTAL ADAPTATION WORKS 2019/2020

<b>STRATEGIC GOAL</b>	3. ENVIRONMENT Valued, conserved and enjoyed
<b>STRATEGIC OBJECTIVE</b>	3.2 Natural areas and habitats are cared for and enhanced for the enjoyment of current and future generations.
<b>SUBJECT INDEX</b>	Coastal Adaptation
<b>BUSINESS UNIT</b>	Engineering and Facilities Services
<b>REPORTING OFFICER</b>	Manager, Engineering and Technical Services - Daniell Abrahamse
<b>AUTHORISING OFFICER</b>	Manager, Engineering and Technical Services - Daniell Abrahamse
<b>NATURE OF DECISION</b>	Executive: substantial direction setting, including adopting strategies, plans and policies (excluding local planning policies), tenders, setting and amending budgets, funding, donations and sponsorships, reviewing committee recommendations
<b>VOTING REQUIREMENT</b>	Absolute Majority
<b>ATTACHMENTS</b>	Attachment A Published Under Separate Cover Confidential Attachment A - Confidential RFT22/19 Tender Recommendation Report, Evaluations and Panel Consensus Score Sheet

### OFFICER RECOMMENDATION

That the Council:

1. Pursuant to RFT22-19 Busselton Coastal Adaptation Works 2019/20, accept the tender from BCP Contractors Pty Ltd as the most advantageous tenderer (Successful Tenderer), subject to minor variations to be negotiated in accordance with Regulation 20 of the *Local Government (Functions and General) Regulations 1996* (FG Regs);
2. Delegates power and authority to the Chief Executive Officer to negotiate and agree with the Successful Tenderer minor variations in accordance with Regulation 20 of the FG Regs, subject to such variations and the final terms not exceeding the overall project budget;
3. Subject to resolutions 1 and 2, acknowledges that the CEO is authorised to enter into a contract with the Successful Tenderer for supply of the relevant goods and services.
4. Endorse the requested budget amendment outlined in Table 1 below resulting in no change to the budgeted cash position:

Table 1:

Cost Code	Description	Current Amended Budget (\$)	Change (\$)	Resulting Proposed Amended Budget (\$)
<b>Revenue</b>				
510-C2523-1215-0000	Capital Grants – Broadwater Beach Coastal Protection Stage 2 of 4	(150,000)	150,000	0
<b>Expenditure</b>				
510-C2523-3280-0000	Proposed Contractor Costs – Broadwater Beach Coastal Protection Stage 2 of 4	300,000	(90,000)	210,000

<b>Reserve</b>				
102-9103	Transfer from Climate Adaptation Reserve	(150,000)	(60,000)	(210,000)
<b>Net Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## EXECUTIVE SUMMARY

The Council is requested to consider the tenders received in response to Request for Tender RFT 22/19: Busselton Coastal Adaptation Works 2019/2020 (the RFT).

The City of Busselton invited tenders on 13 November 2019 (via the TenderLink portal) for coastal adaptation works required at two sites along Geographe Bay in the City of Busselton:

- (a) Broadwater Beach; and
- (b) Wonnerup Beach (also known as Baudin Reserve).

The scope of works includes construction of geotextile sand container groynes, refurbishment of a rock groyne, sand nourishment and other items in accordance with the specification and drawings (as detailed in the RFT), at Broadwater Beach and Wonnerup Beach.

## BACKGROUND

Over the last 50 years, more than 50 coastal protection structures have been installed to protect infrastructure along the Geographe Bay foreshore. These include low-profile rock groynes, rock revetments, timber groynes, granite training walls for various regional outlets, and recently constructed geotextile sand container (GSC) groynes.

The City of Busselton manages the ongoing protection of the coastal assets, including maintenance of the existing coastal protection structures, sand nourishment, and construction of new coastal protection structures including groynes and seawalls.

As part of the management of the coastal protection assets, the City undertakes annual beach monitoring of the sandy coastline. This monitoring includes photo monitoring, oblique aerial photography, beach surveys and coastline movement.

The understanding gained through the beach monitoring allows for greater confidence in predicting the impact of future events on various assets, and thus facilitates the selection of appropriate adaptation strategies. The RFT to undertake coastal adaptation works required at the two sites is directly as a result of the annual beach monitoring process.

The project scope of works for the two sites includes construction of geotextile sand container groynes, refurbishment of a rock groyne, sand nourishment and other items in accordance with the specification and drawings, as summarised below.

## **Broadwater Beach**

### ***Background***

Erosion at Broadwater beach has been observed at rates of up to 10m/year since the installation of the Abbey Beach groyne field in the late 1990's. This has resulted in the loss of up to 150m of foreshore reserve since 1999. The area affected by this erosion extends 1.2km to the east of the groyne at Holgate Road. Current rates of erosion have eased to 2-4m/year. The dual-use path has been realigned at Alan Street, yet valuable foreshore woodland habitat within the Broadwater reserve remains under threat due to narrow and eroding buffers, and substantial areas of dense peppermint trees are vulnerable to coastal erosion within 2-3 years.

### ***Scope of Works for Broadwater Beach***

The scope of works for Broadwater beach involves:

- Refurbishing the Holgate Road groyne with a reduced length (to provide a supply of sand to Broadwater beach and increase long term sand transport rates);
- Constructing a new smaller GSC groyne to the west of Holgate Road groyne (to ensure shortening the groyne does not expose another section of the dual-use path to erosion); and
- Sand nourishment of Broadwater beach.

## **Wonnerup Beach (Baudin Reserve)**

### ***Background***

Wonnerup Beach is immediately downdrift of Port Geographe Marina, constructed in c.1997, which traps littoral material and high volumes of seagrass wrack each year on the western beach. Historically, this has resulted in high rates of coastal erosion that have damaged Layman Road and required coastal protection works. Historic coastal protection works have included the progressive construction of a rock seawall in front of the Wonnerup townsite since 2001, a series of low-profile ironstone rock groynes c.2003, and two geotextile sand containers groynes to the east in 2017. The intent of the works is to provide protection to Layman Road and the houses to the south and east of Layman Road.

Stage 1 of the works at Wonnerup was completed in 2018/19 and involved the maintenance of four rock groynes.

### ***Scope of Works for Wonnerup Beach***

The scope of works for Wonnerup Beach (Baudin Reserve) is limited to Stage 2 and involves:

- Construction of two smaller GSC groynes to the east of the rock groyne field; and
- Construction of a larger GSC groyne adjacent to an existing smaller groyne which is to be removed and the GSCs reused.

## **OFFICER COMMENT**

The RFT was issued as a Public Tender on 13 November 2019 (via the TenderLink portal). The closing time and date for lodgement of a response was 2.00pm (AWST) on Tuesday 3 December 2019. The invitation to tender was advertised in the 'West Australian' newspaper on Saturday 16 November 2019. The City received three compliant tender submissions from the following companies:

- BCP Contractors Pty Ltd
- Cape to Cape Excavations Pty Ltd
- Natural Area Holdings Pty Ltd



### Assessment Process

In accordance with the City's procurement practices and procedures, tender assessments were carried out by a tender evaluation panel comprising City officers and an independent evaluation panel member with relevant skills and experience.

The tender assessment process included:

- Assessing tenders received against relevant compliance criteria. The compliance criteria were not point scored. Each submission was assessed on a *Yes/No* basis as to whether each criterion was satisfactorily met. All tenders were deemed compliant.
- Assessing tenders against the following qualitative criteria (weighted as indicated in the table below):

Criteria		Weighting
(a)	Relevant Experience	20%
(b)	Local Content	5%
(b)	Key Personnel Skills and Experience	15%
(c)	Tenderer's Resources	10%
(d)	Demonstrated Understanding	10%

A scoring and weighting system was used to assess the tenders against these qualitative criteria.

Each tenderer was scored against each of the qualitative criteria, with higher scores attributed depending on the extent to which each tenderer was able to appropriately satisfy each criteria. The tendered prices were then assessed together with the weighted qualitative criteria and the tenders scored and ranked to determine the most advantageous outcome to the City, based on principles of best value for money. That is, although price was a consideration, the tender containing the lowest price will not necessarily be accepted by the City and nor will the tender ranked the highest on the qualitative criteria.

### Summary of Assessment Outcomes

The outcome of the evaluation panel's assessment was as follows:

Rank	Company	Summary
1.	BCP Contractors Pty Ltd	<p>The submission, addressed all five of the qualitative criteria in detail, for a summary of this see below:-</p> <ul style="list-style-type: none"> <li><u>Relevant Experience</u> The tenderer submitted a summary of five similar type projects. Four of these were done in Busselton.</li> <li><u>Local Benefit</u> The tenderer demonstrated to a high degree numerous contributions to the local economy (over and above the use of local contractors).</li> <li><u>Key Personnel skills and experience</u> The tenderer provided detailed resumes of nine (9) key staff members that will be directly involved in delivering the project brief.</li> </ul>

		<ul style="list-style-type: none"> <li>• <u>Tenderers Resources</u> The tenderer provided a very detailed list of all their resources, i.e. plant and equipment, materials, personnel, finances and contingency measures if required to successfully deliver the project brief</li> <li>• <u>Demonstrated Understanding</u> The tenderer provided a very detailed breakdown of their construction methodology, construction staging, project timeline, key hold points, critical risks for the project, and methodologies for latent conditions, project execution plan and specific scope of works.</li> </ul>
2.	Cape to Cape Excavations Pty Ltd	<p>The submission, also addressed all five of the qualitative criteria in detail, for a summary of this see below:-</p> <ul style="list-style-type: none"> <li>• <u>Relevant Experience</u> The tenderer submitted a summary of five similar type projects. Four of these were done in Busselton. However it must be noted that these projects were also listed by BCP – as the employee that was working on these projects is now employed by Cape to Cape Excavations.</li> <li>• <u>Local Benefit</u> The tenderer advised that the company has been based in Dunsborough since 1996. The tenderer also advised that they support a number of community groups.</li> <li>• <u>Key Personnel skills and experience</u> The tenderer provided detailed resumes of five (5) key staff members that will be directly involved in delivering the project brief. Limited necessary experience to successfully deliver the project brief is demonstrated.</li> <li>• <u>Tenderers Resources</u> The tenderer provided a very detailed list of all their resources, i.e. plant and equipment, materials and personnel to successfully deliver the project brief.</li> <li>• <u>Demonstrated Understanding</u> The tenderer provided a very detailed breakdown of their construction methodology.</li> </ul>
3.	Natural Area Holdings Pty Ltd	<p>The submission only addressed four of the five qualitative criteria in detail, for a summary of this see below:-</p> <ul style="list-style-type: none"> <li>• <u>Relevant Experience</u> The tenderer submitted a detailed summary of three (3) similar type projects completed, as per the project brief.</li> <li>• <u>Local Benefit</u> Nil, as the tenderer is a Perth based company.</li> </ul>

		<ul style="list-style-type: none"> <li>• <u>Key Personnel skills and experience</u> The tenderer provided details of the company that currently employs eighty three (83) full time staff members. The tenderer however only submitted detailed resumes of four (4) key staff members that will be directly involved with the project.</li> <li>• <u>Tenderers Resources</u> The tenderer provided a very detailed list of all their resources, i.e. plant and equipment, materials, personnel, finances and contingency measures if required to successfully deliver the project brief.</li> <li>• <u>Demonstrated Understanding</u> The tenderer provided a very detailed breakdown of their proposed construction methodology, construction staging, indicative project timeline, and key hold points, critical risks for the project and methodologies for latent conditions.</li> </ul>
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### **Statutory Environment**

The contract value is greater than \$500,000, therefore, in accordance with section 5.43(b) of the *Local Government Act 1995* (the Act), read with Delegation 3J, the tender is required to go before the Council.

In terms of section 3.57 of the Act, a local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods and service. Part 4 of the *Local Government (Functions and General) Regulations 1996*:

- requires that tenders be publicly invited for such contracts where the estimated cost of providing the required goods and/or service exceeds \$150,000; and
- under Regulations 11, 14, 18, 20 and 21A provides the statutory framework for inviting and assessing tenders and awarding contracts pursuant to this process.

With regard to the RFT, City officers have complied with abovementioned legislative requirements.

Section 6.8 of the *Local Government Act 1995* refers to expenditure from the municipal fund that is not included in the annual budget. In the context of this report, where no budget allocation exists, expenditure is not to be incurred until such time as it is authorised in advance, by an absolute majority decision of the Council.

### **Relevant Plans and Policies**

The City's purchasing policies, regional price preference, occupational health and safety, asset management, engineering technical standards and specifications were all relevant to the RFT, and have been adhered to in the process of requesting and evaluating tenders.

### **Financial Implications**

The project/procurement for the Busselton Coastal Adaptation Works 2019/2020 Broadwater Beach and Wonnerup (Baudin Reserve) will be funded as follows:

1. Baudin/Wonnerup Groynes \$278,000 (cost code 510 C2526 3280 0000); and
2. Broadwater Beach Coastal Protection Stage 2 of 4 with an original project value of \$300,000 (cost code 510 C2523 3280 0000). This budget figure was based on the premise that the project is funded, \$150,000 from the Climate Adaptation Reserve and \$150,000 from the Department of Transport's Coastal Adaptation Grant – for the 2019/2020 round of funding.

The City was advised by the Department of Transport that the grant for \$150,000 was unsuccessful. Taking this into account the current overall budget available for the project is \$428,000, made up from \$278,000 (Baudin/Wonnerup Groynes) and \$150,000 (Broadwater Beach Coastal Protection Stage 2 of 4), thus leaving a shortfall of \$60,000.

Officers are recommending a budget amendment that will increase the draw down from the Climate Adaptation Reserve for Broadwater Beach Coastal Protection Stage 2 of 4 (cost code 510 C2523 3280 0000) from \$150,000 to \$210,000.

Subject to the Council adopting the above-mentioned budget amendment, this will result in an overall available budget of \$488,000, made up as follows:

- Baudin/Wonnerup Groynes \$278,000 (cost code 510 C2526 3280 0000); and
- Broadwater Beach Coastal Protection Stage 2 of 4 \$210,000 (cost code 510 C2523 3280 0000).

### **Planned Amendment Item**

Officers propose that the 2019/2020 adopted budget (as amended), be further amended to reflect the following funding change, shown in Table 1.

**Table 1:**

Cost Code	Description	Current Amended Budget (\$)	Change (\$)	Resulting Proposed Amended Budget (\$)
<b>Revenue</b>				
510-C2523-1215-0000	Capital Grants – Broadwater Beach Coastal Protection Stage 2 of 4	(150,000)	150,000	0
<b>Expenditure</b>				
510-C2523-3280-0000	Proposed Contractor Costs – Broadwater Beach Coastal Protection Stage 2 of 4	300,000	(90,000)	210,000
<b>Reserve</b>				
102-9103	Transfer from Climate Adaptation Reserve	(150,000)	(60,000)	(210,000)
<b>Net Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

**Stakeholder Consultation**

The RFT was advertised in the 'West Australian' newspaper on 16 November 2019 and uploaded to TenderLink on 13 November 2019. The closing time and date for lodgement of a response was 2.00pm (AWST) on Tuesday 3 December 2019. Officers have undertaken reference checks of the preferred tenderer.

**Risk Assessment**

An assessment of the potential implications of implementing the Officer's recommendation has been undertaken using the City's risk assessment framework, with the intention being to identify risks which, following implementation of controls, are identified as medium or greater. There are no such risks identified, with the preferred tenderer assessed as being capable of delivering the services to a suitable service level and in line with the agreed cleaning schedule.

**Options**

The Council may consider the following alternate options:

- 1) To award the tender to an alternative tenderer/s. In the view of the Officers, this could result in the tender being awarded to a tenderer that is not most advantageous to the City.
- 2) To not award the tender. This would mean going back out to tender, resulting in significant delays to the contract award and potential significant delays to the delivery of the Busselton Coastal Adaptation Works.

For the reasons provided in this report, the abovementioned options are not recommended.

**CONCLUSION**

It is recommended that Council accept the tender of BCP Contractors Pty Ltd as the most advantageous to the City, subject to minor variations to be negotiated by the CEO, not exceeding the overall project budget. A budget amendment is also requested.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

The selection of the Successful Tenderer can be made immediately after the Council has endorsed the officer recommendation, subject to successful negotiation in accordance with the officer recommendation.

14.2 RFT15-19 PROVISION OF SCHEDULED MAINTENANCE TO THE BUSSELTON JETTY

<b>STRATEGIC GOAL</b>	6. LEADERSHIP Visionary, collaborative, accountable
<b>STRATEGIC OBJECTIVE</b>	6.4 Assets are well maintained and responsibly managed.
<b>SUBJECT INDEX</b>	Tenders
<b>BUSINESS UNIT</b>	Facilities Services
<b>REPORTING OFFICER</b>	Facilities Maintenance Coordinator - John Farrier
<b>AUTHORISING OFFICER</b>	Manager, Engineering and Technical Services - Daniell Abrahamse
<b>NATURE OF DECISION</b>	Executive: substantial direction setting, including adopting strategies, plans and policies (excluding local planning policies), tenders, setting and amending budgets, funding, donations and sponsorships, reviewing committee recommendations
<b>VOTING REQUIREMENT</b>	Absolute Majority
<b>ATTACHMENTS</b>	Attachment A Published Under Separate Cover Confidential RFT15-19 Evaluation & Recommendation Report

**OFFICER RECOMMENDATION**

That the Council:

1. Pursuant to RFT15-19 Provision of Scheduled Maintenance to the Busselton Jetty, accept the tender from Shorewater Marine as the most advantageous tenderer (Successful Tenderer), subject to minor variations to be negotiated in accordance with Regulation 20 of the *Local Government (Functions and General) Regulations 1996* (FG Regs);
2. Delegates power and authority to the Chief Executive Officer to negotiate and agree with the Successful Tenderer minor variations in accordance with Regulation 20 of the FG Regs, subject to such variations and the final terms not exceeding the overall project budget;
3. Subject to resolutions 1 and 2, acknowledges that the CEO is authorised to enter into a contract with the Successful Tenderer for supply of the relevant goods and services.

**EXECUTIVE SUMMARY**

The City's objective with request for tender RFT15-19 'Provision of Scheduled Maintenance to the Busselton Jetty' (the RFT) is to engage a suitably experienced Contractor for all scheduled and reactive maintenance, structural upgrades and replacements to the Busselton Jetty and associated infrastructure (i.e. the Interpretive Centre and the Underwater Observatory) for a period of 5 years.

**BACKGROUND**

Following the major refurbishment of the Busselton Jetty in 2012, Disley Civil Engineering (DCE) developed a document known as the 50-year Maintenance Plan, which was produced as a guide to maintaining and prolonging the life of the Jetty, Interpretive Centre (IC) and Underwater Observatory (UWO).

In June 2019, and in accordance with the City's asset management plan, the City undertook a detailed assessment of the Jetty structure in order to compare the actual structural integrity against the predictions in the 50-year plan. As a result of this review, a 5-year maintenance plan was produced, forming the basis for the request for the RFT.

The RFT invited suitably qualified and experienced contractors to make submissions to enter into a contract for all scheduled and reactive maintenance, structural upgrades and replacements to the Busselton Jetty and associated infrastructure (i.e. the IC and the UWO) in accordance with the Specification. The scope of works includes all structural works above and below the water line.

#### OFFICER COMMENT

The RFT was issued as a Public Tender on Saturday 19 October 2019 and closed on Thursday 14 November 2019. The invitation to tender was advertised in the 'West Australian' newspaper. The City received four compliant tender responses from the following contractors:

- Franmarine Underwater Services Pty Ltd
- Shorewater Marine
- Total AMS Pty Ltd
- SMC Marine PTY Ltd

#### Assessment Process

In accordance with the City's procurement practices and procedures, tender assessments were carried out by a tender evaluation panel comprising City officers with relevant skills and experience. The tender assessment process included:

- Assessing tenders received against relevant compliance criteria. The compliance criteria were not point scored. Each submission was assessed on a *Yes/No* basis as to whether each criterion was satisfactorily met. All tenders were deemed compliant.
- Assessing tenders against the following qualitative criteria:

Criteria	Weighting
Relevant Experience	25%
Local Content	5%
Key Personnel Skills and Experience	10%
Tenderer's Resources	5%
Demonstrated Understanding	20%
Occupational Health and Safety	5%

A scoring and weighting system was used to assess the tenders against these qualitative criteria.

The extent to which a tender demonstrated greater satisfaction of each of the qualitative criteria resulted in a greater score. The tendered prices were then assessed together with the weighted qualitative criteria and the tenders scored and ranked to determine the most advantageous outcome to the City, based on principles of best value for money. That is, although price was a consideration, the tender containing the lowest price will not necessarily be accepted, nor will the tender ranked the highest on the qualitative criteria.

### Summary of Assessment Outcomes

The outcome of the evaluation panel's assessment was as follows:

Rank	Company	Summary
1.	Shorewater Marine	Very detailed, very specific, the evaluation panel could not fault the submission provided. Scored very highly in all criterion.
2.	SMC Marine Pty Ltd	Comprehensive in detail, scored highly in most criterion.
3.	Franmarine Underwater Services Pty Ltd	Average submission and score
4.	Total AMS Pty Ltd	Average submission and score

### Statutory Environment

The contract value is greater than \$500,000, therefore, in accordance with section 5.43(b) of the *Local Government Act 1995* (the Act), read with Delegation 3J, the tender is required to go before the Council.

In terms of section 3.57 of the Act, a local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods and service. Part 4 of the *Local Government (Functions and General) Regulations 1996*:

- requires that tenders be publicly invited for such contracts where the estimated cost of providing the required goods and/or service exceeds \$150,000; and
- under Regulations 11, 14, 18, 20 and 21A provides the statutory framework for inviting and assessing tenders and awarding contracts pursuant to this process.

With regard to the RFT, City officers have complied with abovementioned legislative requirements.

### Relevant Plans and Policies

The City's purchasing policies and its occupational health and safety, asset management and engineering technical standards and specifications were all relevant to the RFT, and have been adhered to in the process of requesting and evaluating tenders.

### Financial Implications

The project/procurement for the RFT will be funded from the City of Busselton's Jetty Maintenance Reserve, and is catered for in the existing budget and LTFP. It should be noted that the budget figure reflects the value of maintenance works to the Jetty that the City is unable to carry out using internal resources. The allocated budget in FY 19/20 is \$1.7m.

Shorewater Marine have been recommended for the award of the contract, and have submitted a tender price within the City's approved budget funding. The budget estimate for the total contract, including all extension options, is as follows:

Financial Year	Estimated Maintenance works
• 19/20	• \$1,375,797
• 20/21	• \$955,209
• 21/22	• \$138,024
• 22/23	• \$340,004
• 23/24	• \$593,783
• Total	• \$3,402,817



The 5-year maintenance plan highlights the fact that the Jetty structure is not deteriorating at the forecasted rate as laid out in the DCE 50-year Maintenance Plan, and that the majority of capital replacements can be delayed until 2030, therefore the budget estimate is considerably lower than anticipated.

The RFT is a 5-year program of works, with the forecast spend for years 6-11 (Financial Year 2024/2025 – 2029/2030) expected to realign closer with the cumulative budget forecast in the 50-year Maintenance Plan.

Financial Year	Estimated Maintenance works
• 24/25	• \$1.242m
• 25/26	• \$371,000
• 26/27	• \$283,000
• 27/28	• \$938,000
• 28/29	• \$273,000
• 29/30	• \$4.398m
• Total	• \$7.505m

### **Stakeholder Consultation**

The RFT was issued as a Public Tender on Saturday 19 October 2019 and closed Thursday 14 November 2019. The invitation to tender was advertised in the 'West Australian' newspaper.

### **Risk Assessment**

An assessment of the potential implications of implementing the officer recommendation has been undertaken using the City's risk assessment framework, with the intention being to identify risks which, following implementation of controls, are identified as medium or greater. There are no such risks identified, with the preferred tenderer assessed as being capable of delivering the services to a suitable service level and in line with the proposed schedule.

### **Options**

The Council may consider the following alternate options:

- 1) To award the tender to an alternative tenderer/s. In the view of the Officers this could result in the tender being awarded to a tenderer that is not most advantageous to the City.
- 2) To not award the tender. This would mean going back out to tender, resulting in significant delays to the contract award and potential significant delays to the provision of scheduled maintenance to the Busselton Jetty.

For the reasons provided in this report, the abovementioned options are not recommended.

### **CONCLUSION**

It is recommended that Council accept the tender of Shorewater Marine as the most advantageous to the City, subject to minor variations to be negotiated by the CEO, not exceeding the overall project budget.

### **TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

The selection of the Successful Tenderer can be made immediately after the Council has endorsed the officer recommendation, subject to successful negotiation in accordance with the officer recommendation.

#### 14.3 RFT25-19 BUSSELTON SENIOR CITIZENS CENTRE UPGRADE AND EXPANSION

<b>STRATEGIC GOAL</b>	1. COMMUNITY: Welcoming, friendly, healthy
<b>STRATEGIC OBJECTIVE</b>	1.3 A community with access to a range of cultural and art, social and recreational facilities and experiences.
<b>SUBJECT INDEX</b>	Tenders
<b>BUSINESS UNIT</b>	Major Projects and Facilities
<b>REPORTING OFFICER</b>	Manager Major Projects and Facilities - Eden Shepherd
<b>AUTHORISING OFFICER</b>	Manager, Engineering and Technical Services - Daniell Abrahamse
<b>NATURE OF DECISION</b>	Executive: substantial direction setting, including adopting strategies, plans and policies (excluding local planning policies), tenders, setting and amending budgets, funding, donations and sponsorships, reviewing committee recommendations
<b>VOTING REQUIREMENT</b>	Absolute Majority
<b>ATTACHMENTS</b>	Attachment A Published Under Separate Cover Confidential Attachment - Evaluation & Recommendation report CONFIDENTIAL

#### OFFICER RECOMMENDATION

That the Council:

1. Pursuant to RFT25-19 Busselton Senior Citizens Centre Upgrade and Expansion, accept the tender from Devlyn Australia Pty Ltd as the most advantageous tenderer (Successful Tenderer), subject to minor variations to be negotiated in accordance with Regulation 20 of the *Local Government (Functions and General) Regulations 1996* (FG Regs);
2. Delegates power and authority to the Chief Executive Officer to negotiate and agree with the Successful Tenderer minor variations in accordance with Regulation 20 of the FG Regs, subject to such variations and the final terms not exceeding the overall project budget;
3. Subject to resolutions 1 and 2, acknowledges that the CEO is authorised to enter into a contract with the Successful Tenderer for supply of the relevant goods and services.

#### **EXECUTIVE SUMMARY**

The City's objective with request for tender RFT25-19 'Busselton Senior Citizens Centre Upgrade and Expansion' (the RFT) is to engage a suitably experienced Contractor for the upgrade and expansion of the Busselton Senior Citizens Centre including:

- Extension of the main hall
- Reconfiguration of the dining room, library, office and toilets
- Roof upgrade
- Services upgrade (electrical, mechanical, hydraulic and telecommunications)

## BACKGROUND

The Busselton Senior Citizens Centre (the Centre) is located on Lot 73 Peel Terrace, Busselton, which is freehold land owned by the City. In 2007, the City entered into a lease over the Centre which expires on 5 August 2023. The Centre currently has around 800 members. Based on the predictions of the Age Friendly Project, that by 2026 the population aged 65 and over will have trebled, and assuming a similar membership, it was identified that the Busselton Senior Citizens could increase their membership by over 200 new members a year.

The City has been working in consultation with the Busselton Senior Citizens in the development of this project. Below is an outline of key project milestones:

- The City of Busselton Strategic Plan 2010-2020 identified a need to provide for an increasing aged population and introduced a strategic priority to 'prepare a strategy to assist the aged.'
- Funding was obtained from the South West Development Commission (SWDC) and the Department for Local Government and Communities (DFLGC) to undertake research and consultation to understand the needs of the 60-plus age group and develop a strategy.
- In 2011, the Age Friendly Communities Project was undertaken involving workshops and surveys with seniors, age care providers and carers.
- In October 2012, after a further 12 months of demographic forecasting, research and consultation with agencies, community groups and other government departments, the City of Busselton Social and Aging Plan 2012-2020 was adopted by Council.
- In 2014, options to expand the current Centre or relocate and build a larger facility were presented to Council as part of the Long Term Financial Plan review.
- In the 2016 review of the Long Term Financial Plan, Council identified the expansion of Senior Citizens Centre services for future inclusion, further to broader consultation as part of the Community Strategic Plan and more detailed planning.
- On 27 July 2016, Council agreed to support the expansion of the Centre on the current site, subject to further research and planning.

In September 2017, Lotterywest agreed to contribute to the project and the Busselton Senior Citizens presented concept designs and budget cost estimates for the expanded facility to Council. The upgrade and expansion of the Centre was identified as a capital works project for the 2019-2020 financial year.

In consultation with the Busselton Senior Citizens, the Major Projects team has finalised the Detailed Design of the Centre and is now progressing the Construction phase of this project.

**OFFICER COMMENT**

The RFT was issued as a Public Tender on Thursday 21 November 2019 and closed Tuesday 17 December 2019. The invitation to tender was advertised in the 'West Australian' newspaper and the 'Busselton Dunsborough Mail'. The City received five (5) compliant tender responses from the following contractors:

	Company
1.	Civilcon Constructions Pty Ltd
2.	Devlyn Australia Pty Ltd
3.	Hacer Pty Ltd T/A Smith Constructions WA
4.	Pindan Contracting Pty Ltd
5.	ProLiving Pty Ltd

**Assessment Process**

In accordance with the City's procurement practices and procedures, tender assessments were carried out by a tender evaluation panel comprising City officers with relevant skills and experience. The tender assessment process included:

- Assessing tenders received against relevant compliance criteria. The compliance criteria were not point scored. Each submission was assessed on a *Yes/No* basis as to whether each criterion was satisfactorily met. All tenders were deemed compliant.
- Assessing tenders against the following qualitative criteria:

Criteria	Weighting
Relevant Experience	30%
Local Benefit	5%
Respondent's Resources	10%
Demonstrated Understanding	15%

A scoring and weighting system was used to assess the tenders against these qualitative criteria.

The extent to which a tender demonstrated greater satisfaction of each of the qualitative criteria resulted in a greater score. The tendered prices were then assessed together with the weighted qualitative criteria and the tenders scored and ranked to determine the most advantageous outcome to the City, based on principles of best value for money. That is, although price was a consideration, the tender containing the lowest price will not necessarily be accepted, nor will the tender ranked the highest on the qualitative criteria.

### Summary of Assessment Outcomes

The outcome of the evaluation panel's assessment was as follows:

Rank	Company	Summary
1.	Devlyn Australia Pty Ltd	<p>Limited local experience, however equivalent project experience in terms of scope of this project.</p> <p>Local benefit criteria has been addressed. Supports local not-for-profit organisations and trains apprentices.</p> <p>Good range of equipment and staff resources.</p> <p>Excellent, detailed response to demonstrated understanding. Site establishment provided and risks identified. Able to achieve program requirements.</p>
2.	Hacer Pty Ltd T/A Smith Constructions WA	<p>Very good range of commercial experience having worked throughout the region.</p> <p>Local benefit criteria has been addressed. Supports local not-for profit organisations and trains apprentices.</p> <p>Good range of equipment and staff resources</p> <p>Detailed program provided.</p>
3.	Pindan Contracting Pty Ltd	<p>Extensive experience across a broad range of community projects throughout WA and notably locally.</p> <p>Local benefit criteria has been addressed but not met.</p> <p>Very good range of resources.</p> <p>Good detailed response to demonstrated understanding. Program provided. Able to achieve program requirements.</p>
4.	Civilcon Constructions Pty Ltd	<p>Good relevant experience.</p> <p>Local benefit criteria has been addressed but not met.</p> <p>Good range of plant and equipment, good approach traineeship.</p> <p>Good outline of construction methodology, lacking detail relevant to the project. Good detailed program provided.</p>
5.	ProLiving Pty Ltd	<p>Some relevant experience.</p> <p>Local benefit criteria has been addressed. Supports local not-for profit organisations.</p> <p>Good range of equipment and staff resources.</p> <p>Very generic response to demonstrated understanding.</p>

### **Statutory Environment**

The contract value is greater than \$500,000, therefore, in accordance with section 5.43(b) of the *Local Government Act 1995* (the Act), read with Delegation 3J, the tender is required to go before the Council.

In terms of section 3.57 of the Act, a local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods and service. Part 4 of the *Local Government (Functions and General) Regulations 1996*:

- requires that tenders be publicly invited for such contracts where the estimated cost of providing the required goods and/or service exceeds \$150,000; and
- under Regulations 11, 14, 18, 20 and 21A provides the statutory framework for inviting and assessing tenders and awarding contracts pursuant to this process.

With regard to the RFT, City officers have complied with abovementioned legislative requirements.

### **Relevant Plans and Policies**

The City's purchasing policies and its occupational health and safety, asset management and engineering technical standards and specifications were all relevant to the RFT, and have been adhered to in the process of requesting and evaluating tenders.

### **Financial Implications**

The project/procurement will be funded from the 2019/2020 Capital Budget - \$1,163,450.

Devlyn Australia Pty Ltd, recommended for award of the contract, has submitted a lump sum tender price within the City's approved budget funding. The lump sum fee for the contract is \$879,088.

It is recommended that the remaining budget of \$284,362 be allocated to investigate and implement other priority projects for the Centre that have previously been removed from the project due to budget concerns. These variations may include a sprung floor for the new hall and toilet refurbishment.

### **Stakeholder Consultation**

The RFT was issued as a Public Tender on Thursday 21 November 2019 and closed Tuesday 17 December 2019. The invitation to tender was advertised in the 'West Australian' newspaper and the 'Busselton Dunsborough Mail'.

### **Risk Assessment**

An assessment of the potential implications of implementing the officer's recommendation has been undertaken using the City's risk assessment framework, with the intention being to identify risks which, following implementation of controls, are identified as medium or greater. There are no such risks identified, with the preferred tenderer assessed as being capable of delivering the services to a suitable service level and in line with the agreed cleaning schedule.

**Options**

The Council may consider the following alternate options:

- 1) To award the tender to an alternative tenderer/s. In the view of the Officers this could result in the tender being awarded to a tenderer that is not most advantageous to the City.
- 2) To not award the tender. This would mean going back out to tender, resulting in significant delays to the contract award and potential significant delays to the Busselton Senior Citizens Centre upgrades.

For the reasons provided in this report, the abovementioned options are not recommended.

**CONCLUSION**

It is recommended that Council accept the tender of Devlyn Australia Pty Ltd as the most advantageous to the City, subject to minor variations to be negotiated by the CEO, not exceeding the overall project budget.

It is recommended that the remaining budget of \$284,362 be allocated to investigate and implement other priority projects for the Busselton Senior Citizen's Centre that have previously been removed from the project due to budget concerns.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

The selection of the Successful Tenderer can be made immediately after the Council has endorsed the officer recommendation, subject to successful negotiation in accordance with the officer recommendation.

#### 14.4 KING STREET ROAD AND FOOTPATH UPGRADE

<b>STRATEGIC GOAL</b>	6. LEADERSHIP Visionary, collaborative, accountable
<b>STRATEGIC OBJECTIVE</b>	6.4 Assets are well maintained and responsibly managed.
<b>SUBJECT INDEX</b>	Request for Quotation
<b>BUSINESS UNIT</b>	Operation and Works Services
<b>REPORTING OFFICER</b>	Manager, Operation and Works Services - Matthew Twyman
<b>AUTHORISING OFFICER</b>	Manager, Engineering and Technical Services - Daniell Abrahamse
<b>NATURE OF DECISION</b>	Executive: substantial direction setting, including adopting strategies, plans and policies (excluding local planning policies), tenders, setting and amending budgets, funding, donations and sponsorships, reviewing committee recommendations
<b>VOTING REQUIREMENT</b>	Absolute Majority
<b>ATTACHMENTS</b>	Attachment A Published Under Separate Cover Confidential RFQ72/19 Evaluation and Recommendation Report

#### OFFICER RECOMMENDATION

That the Council:

1. Pursuant to RFQ72-19 King Street Road and Footpath Upgrade and, subject to resolution 2, accepts the quotation from Leeuwin Civil Pty Ltd (Successful Respondent) as the most advantageous quotation;
2. Delegate power and authority to the Chief Executive Officer to negotiate and agree with the Successful Respondent minor variations and the final terms and conditions of the contract, subject to such variations not exceeding the overall project budget.
3. Subject to resolutions 1 and 2, authorises the CEO to enter into a contract with the Successful Respondent for supply of the relevant goods and services.

#### **EXECUTIVE SUMMARY**

The City's objectives with this Request for Quote RFQ72-19 King Street Road and Footpath Upgrade (the RFQ) is to upgrade the existing road with stormwater drainage and road reconstruction.

The Scope of Works can be summarised as:

- Demolition and clearing;
- Bulk and detailed earthworks/civil works;
- Stormwater drainage;
- Road construction;
- Concrete kerbs and pram ramps;
- Landscaping, including reticulation;
- Concrete footpath.



## BACKGROUND

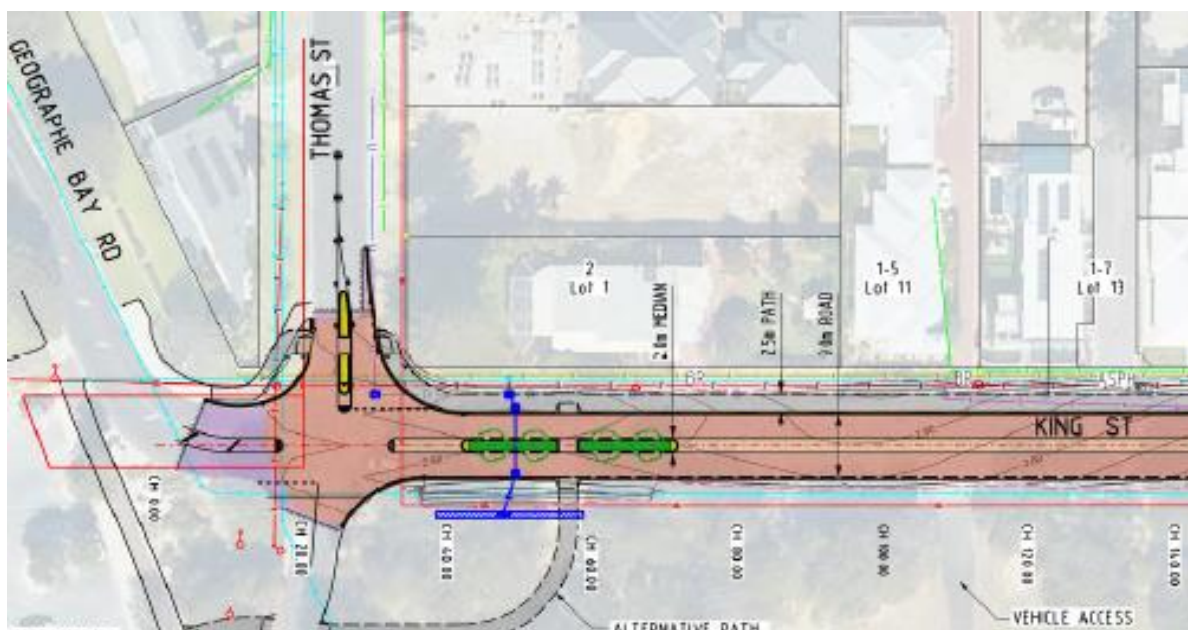
King Street is used as one of the main thoroughfares to Geographe Bay beach, the foreshore, Geographe Bay Yacht Club and to obtain direct access to Lou Weston ovals. Large numbers of pedestrians walk to and from Bussell Highway and recent traffic counts indicate 1,300 motor vehicles per day use this route.

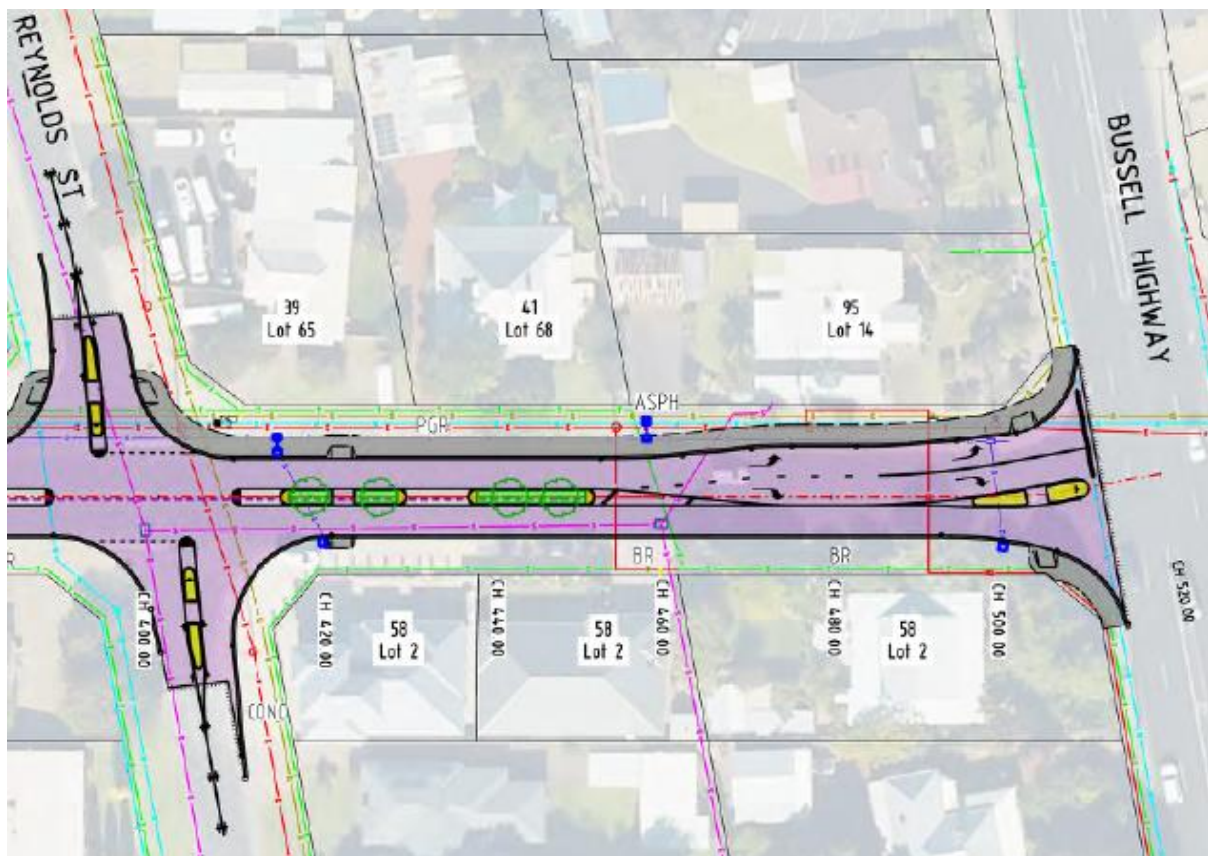
The existing drainage is not able to cope with peak winter rainfall and has deteriorated due to age. An upgrade to the capacity and infrastructure condition is required to meet the City's stormwater drainage requirements. The existing road is at condition rating 7 (1 being new), with the existing seal being 30 years old with uneven surfaces, poor fall to drainage pits and numerous patches and minor asphalt overlays.

The key reconstruction strategies for King Street include:

- Removal of a Western Power pole to make way for a 2.5m wide footpath 600m from Bussell Highway to Geographe Bay Road.
- Installation of additional stormwater drainage storage cells and pipeline.
- Road reconstruction between Thomas Street and Dorset Street, including new kerb and footpath. Asphalt overlay to the road surface between Dorset Street and Bussell Highway.
- Widening the intersection from King Street onto Bussell Highway is designed to allow left and right lane turning to ease traffic congestion onto Bussell Highway.
- Median islands with below ground reticulation for landscaping, exposed aggregate infill and flush kerb allowing water retention in these areas.
- New signage and line marking is incorporated into this design along with red asphalt in the median, improving the visual appearance and aiding driver understanding of the road environment.

Images providing an overview of the works are provided below.





**OFFICER COMMENT**

The RFQ was issued to local (South West Region) WALGA Preferred Contractors on 11 November 2019 and closed on 13 December 2019. The RFQ was released to local contractors only on the WALGA procurement platform. The City received three compliant RFQ responses from the following contractors:

- Leeuwin Civil Pty Ltd
- BCP Contractors Pty Ltd
- Cowara Contracting Pty Ltd

The City did not receive a response from Geographe Civil Pty Ltd.

**Assessment Process**

In accordance with the City's procurement practices and procedures RFQ assessments were carried out by an RFQ evaluation panel comprising City officers and an independent evaluation panel member with relevant skills and experience. The RFQ assessment process included:

- Assessing submissions received against relevant compliance criteria. The compliance criteria was point scored. Each submission was scored 1 – 5 (5 being high) as to whether each criterion was satisfactorily met. All Quotes were deemed compliant.
- Assessing the quotes against the following qualitative criteria:

Criteria	Weighting
Local benefit	5%
Demonstrated Understanding	20%
Price	75%

A scoring and weighting system was used to assess the submissions against these qualitative criteria.

The extent to which a quote demonstrated greater satisfaction of each of the qualitative criteria resulted in a greater score. The Contractor prices were then assessed together with the weighted qualitative criteria and the quotes scored and ranked to determine the most advantageous outcome to the City, based on principles of best value for money. That is, although price was a consideration, the contractor containing the lowest price will not necessarily be accepted, nor will the contractor ranked the highest on the qualitative criteria.

### Summary of Assessment Outcomes

The outcome of the evaluation panel's assessment was as follows:

Rank	Company	Summary
1.	BCP Contractors (BCP)	<p>BCP presented the highest price of the three quotes provided.</p> <p>BCP provided a detailed but generic Construction methodology for each component of the project. BCP also understood Water Corporation sewer tie-ins providing a Provisional Sum. BCP's Gantt chart shows a staged plan to meet delivery timeframes.</p>
2.	Leeuwin Civil (LC)	<p>LC presented the lowest price of the three quotes.</p> <p>LC provided a site specific construction methodology, however their Gantt chart program indicated a start date ahead of City expectation. Understanding of traffic management and safety requirements was provided.</p>
3.	Cowara Contractors (Cowara)	<p>Cowara presented the second highest price of the three quotes provided.</p> <p>The company is based outside of the City of Busselton district and did not receive a regional price preference deduction. A number of Cowara employees and subcontractors are however involved in local community groups.</p> <p>Cowara provided site specific construction methodology, planning to work two sections of road at the same time to meet their program. Understanding of QA, traffic management and indigenous heritage requirements.</p>

### Statutory Environment

The *Local Government (Functions and General) Regulations 1996* (WA) (Regulations) and the City's Purchasing Policy 239 (Purchasing Policy) provide the statutory procurement framework for procurement of the relevant goods and services.

### **Regulations**

In terms of Regulation 11(1) of the Regulations, unless an exemption applies, tenders are to be publicly invited before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$150,000 (Tender Threshold). Regulation 11(2)(b) stipulates that tenders do not have to be publicly invited if the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program even if the consideration under the resulting contract exceeds the Tender Threshold.

All three respondents are (and had at all relevant times been) WALGA Preferred Suppliers as contemplated under Regulation 11(2)(b). The relevant WALGA Preferred Supplier panel is Program Contract Number: CO17/18 Preferred Supplier Arrangement for Road Building Contractors, Materials and Related Services A.16 Road Building Minor and Major Works.

Therefore, although the contract price for the goods and services will exceed the Tender Threshold, the City would be exempt from the requirement under Regulation 11(1), i.e. to publicly invite tenders for these goods and services.

### **Purchasing Policy**

In terms of Section 5.27 of the City's Purchasing Policy, the City can make purchases from WALGA Preferred Suppliers for amounts over \$150,000 in reliance on the exemption to the requirement for a public tender, provided that three quotes must be sought. The process under RFQ72-19 King Street Road and Footpath Upgrade complies with this requirement as quotations have been obtained from three suppliers.

### **Relevant delegation**

The contract value is greater than \$500,000, therefore, in accordance with section 5.43(b) of the *Local Government Act 1995* (the Act), read with Delegation 3J, the quote must be accepted by the Council.

### **Relevant Plans and Policies**

The City's purchasing policies and its occupational health and safety, asset management and engineering technical standards and specifications were all relevant to RFQ72-19, and have been adhered to in the process of requesting and evaluating RFQs.

### **Financial Implications**

All quotes received were in excess of the available budget allowance of \$682,329. As such the City proposes to save costs and utilise its existing term contract RFT23/16 Asphalt and Spray Sealing Services to complete the supply and laying of asphalt for the project.

While Leeuwin Civil Pty Ltd has submitted a lump sum price in excess of the project budget, removal of the supply and laying of asphalt from the scope and resultant savings will reduce this excess. The City will further negotiate to bring delivery of the project within approved budget funding.

### **Stakeholder Consultation**

The RFQ was issued to four (4) WALGA Preferred Suppliers (South West Region) on November 11 2019. The closing time and date for lodgement of a response was 2.00pm (AWST) on Friday 13 December 2019.

### **Risk Assessment**

An assessment of the potential implications of implementing the officer recommendation has been undertaken using the City's risk management framework, with risks assessed taking into account any controls already in place. There are no such risks identified, with the preferred contractor assessed as being capable of delivering the services to a suitable service level and in line with the agreed site management planning.

**Options**

The Council may consider the following alternate options:

- 1) To award the RFQ to an alternative contractor. In the view of the Officers this could result in the RFQ being awarded to a contractor that is not most advantageous to the City.
- 2) To not award the RFQ. This would mean going out to tender, resulting in significant delays to the contract award and to the delivery of the project.

For the reasons provided in this report, the abovementioned options are not recommended.

**CONCLUSION**

It is recommended that Council accept the quote of Leeuwin Civil Pty Ltd as the most advantageous to the City, subject to minor variations to be negotiated by the CEO, not exceeding the overall project budget.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

The selection of the Successful Respondent can be made immediately after the Council has endorsed the officer recommendation, subject to successful negotiation in accordance with the officer recommendation.

14.5 RFT14-19 DESIGN AND TECHNICAL SERVICES – BUSSELTON ENTERTAINMENT ARTS AND CULTURAL HUB

<b>STRATEGIC GOAL</b>	1. COMMUNITY: Welcoming, friendly, healthy
<b>STRATEGIC OBJECTIVE</b>	1.3 A community with access to a range of cultural and art, social and recreational facilities and experiences.
<b>SUBJECT INDEX</b>	Tenders
<b>BUSINESS UNIT</b>	Major Projects and Facilities
<b>REPORTING OFFICER</b>	Manager Major Projects and Facilities - Eden Shepherd
<b>AUTHORISING OFFICER</b>	Manager, Engineering and Technical Services - Daniell Abrahamse
<b>NATURE OF DECISION</b>	Executive: substantial direction setting, including adopting strategies, plans and policies (excluding local planning policies), tenders, setting and amending budgets, funding, donations and sponsorships, reviewing committee recommendations
<b>VOTING REQUIREMENT</b>	Absolute Majority
<b>ATTACHMENTS</b>	Attachment A Published Under Separate Cover Confidential RFT14-19 BEACH Architect - Evaluation and Recommendation Report for Council FINAL Attachment B Published Under Separate Cover Confidential APPENDIX A RFT14-19 BEACH Architect - Evaluation Panel Consensus Scoresheet Attachment C Published Under Separate Cover Confidential APPENDIX B RFT14-19 BEACH Architect - Tender Evaluation Sheet

**OFFICER RECOMMENDATION**

That the Council:

1. Pursuant to RFT 14/19 Design and Technical Services - Busselton Entertainment, Arts and Cultural Hub, accept the tender from Kerry Hill Architects Pty Ltd as the most advantageous tenderer (Successful Tenderer), subject to minor variations to be negotiated in accordance with Regulation 20 of the *Local Government (Functions and General) Regulations 1996* (FG Regs);
2. Delegates power and authority to the Chief Executive Officer to negotiate and agree with the Successful Tenderer minor variations in accordance with Regulation 20 of the FG Regs, subject to such variations and the final terms not exceeding a lump sum contract price of \$1,979,440;
3. Subject to resolutions 1 and 2, acknowledges that the CEO is authorised to enter into a contract with the Successful Tenderer for supply of the relevant goods and services;
4. Endorse the removal of Stage 2 from the overall project scope of works to allow further investigation into the viability of other potential sites for the establishment of a creative industries hub component in proximity to the Cultural Precinct; and
5. Endorse the project to progress through to detailed design and contract documentation noting the next hold point will be the recommendation for award of the project builder.

## EXECUTIVE SUMMARY

The City's objectives with request for tender RFT14-19 Design and Technical Services - Busselton Entertainment, Arts and Cultural Hub (BEACH) (the RFT) is to appoint a suitably qualified and experienced architect and sub-consultants to deliver the BEACH project. The project was originally envisaged in two stages with Stage 1 fully funded, including all the operational requirements for a performing arts centre and Stage 2, to accommodate a creative industries hub, not currently funded.

Project objectives include providing for the Capes region an iconic venue of quality, contemporary design and the latest technologies that will:

- Enrich the lives of our community and its visitors by increasing the spectrum of quality arts and culture events; provide opportunities for our significant creative industries sector and a home for local artistic, cultural and educational groups;
- Create new markets for business in the performing arts, conventions, conferences and trade shows;
- Diversify the events offered by the City and fill the gap in indoor venues with capacity of around 1,000 to service the winter and shoulder seasons;
- Enliven the Cultural Precinct, connecting key spaces of the CBD and foreshore, providing an economic catalyst for extended trading and business viability;
- Provide a wide range of employment opportunities, from entry level to professional in hospitality, catering, events, marketing, administration and the arts; and
- Attract artists, creators and researchers to explore and exchange ideas, incubate creative industries and new talent.

Stage 1 of the BEACH project is to deliver a traditional theatre and accompanying convention space with operational flexibility to hold events, small to large functions and conference facilities. The analysis of market demand identified an optimal seating capacity greater than 600 for the theatre and 300 or greater when used in banquet style for conference/convention markets. Ideally, the flexibility in the auditorium also needs to enable an increase to at least 800 capacity with circa 500 standing to be an attractive venue for a broad range of music events.

Stage 2 of development is currently scoped to form part of the overall BEACH facility including a creative industry hub and additional function area. It is recommended Stage 2 be removed from the BEACH scope of works to allow further investigation and viability for other potential sites within the Busselton Cultural Precinct.

## BACKGROUND

The BEACH will be a first-class dedicated performing arts, entertainment and convention centre capable of hosting major events and a hub for the region's burgeoning creative industry. The BEACH will be an iconic landmark performance space with a minimum 600-seat capacity theatre and conference and convention facilities accommodating a minimum 450 people. The building will be flexible in design utilising the latest technology to host large indoor events, adding to the viability of the South West touring circuit and the opportunity to increase visitation to the region as a destination for conferences, trade shows and conventions.

The establishment of a dedicated convention, entertainment and performing arts venue in Busselton is the third pillar of a regional growth strategy alongside the Busselton Foreshore Development and Busselton Margaret River Airport upgrade. In tandem, these projects are set to increase interstate and international tourism, expanding from traditional intrastate visits to a more lucrative, higher spend business, incentive and exhibition travel market; particularly international markets; realising greater economic returns for one of the most highly tourism dependent regions nationwide.



Development of such a facility has been consistently identified as a key local priority project over several iterations of the City's Strategic Community Plan and contained in the South West Blueprint (February 2015) as a regional priority project in support of the South West region creative industries sector and the City of Busselton's own brand as "Events Capital WA", by provision of a large capacity indoor venue to expand and support the regional events program into winter months.

The City of Busselton Economic Development Strategy identifies development of a performing arts and convention centre in the Busselton CBD as a key project that will support tourism growth and the concept of 'quality of place'. The Strategy talks to strengthening economic sectors through "clustering"; increasing offerings such as hospitality and entertainment in a precinct which attracts people and increases vibrancy, leading to increased viability / profitability and generating a critical mass required for ancillary offerings, such as public transport to and from the precinct, which also adds value to surrounding enterprises.

Significant work has already been undertaken with regards to the formation of a performing arts and conference venue for Busselton, including the Pegasus Performing Arts and Creative Industries Feasibility Report undertaken in 2008 and the joint Capes Regional Arts and Cultural Facilities Needs Assessment in 2012. The reports verify that there is strong justification for provision of a performing arts and convention centre in Busselton to support a growing creative industries and events sector as a regional economic driver.

The City allocated funding in the 2016/17 and 2017/18 budgets to commission further studies. Lawrence Consulting and Studio Evans Lane were contracted to conduct a Market Demand Analysis and Economic Impact Assessment (November 2016) to ascertain projected demand and subsequently determine the most viable option for size and capacity for the new facility. This body of work informed an initial concept design of a highly flexible multi-purpose centre with seating capacity of several configurations for up to 625 theatre style and 650 banquet style seating for convention and conference use. This work, plus two further Economic Assessments based on optimal and conservative operating scenarios, informed the business case which secured Federal Funding of \$10.35m towards the Stage 1 development of the BEACH.

The Council-endorsed location for the BEACH is on vacant land at lots 43 and 44 Queen Street (Ordinary Council Meeting on 25 May 2016 - C1605/127, as noted below), which is owned freehold by the City of Busselton, gifted to the City by the State in 2010:

*That the Council:*

- 1. Reconfirms its commitment for the development of a Performing Arts and Convention Centre (PACC) within the Cultural Precinct;*
- 2. Endorses Lots 43 and 44 Queen Street as the preferred site for the PACC; and*
- 3. Endorses continued liaison with the Department of Parks and Wildlife for the acquisition of Lot 450 Queen Street for future needs and completion of the Cultural Precinct.*

The project incorporates development onto adjacent lots 468 (the ArtGeo Gallery site) and lot 310 (the Weld Theatre site). Development of the BEACH will activate the only remaining vacant site within the recently redeveloped Busselton Cultural Precinct and consolidate the City's urban centre. It will significantly enliven the precinct and complete an all-important link between the redeveloped world class Busselton Foreshore currently in the final stages of a \$72m redevelopment, and Central Business District.

The development of this facility has consistently been identified in cultural planning and in consultation for the City of Busselton Community Strategic Plan as a high community priority. As such, feasibility reports, project planning and stakeholder engagement, including formation of the Busselton Performing Arts and Convention Centre Working Group (BPACC Working Group), has occurred over a number of years to ensure viability, support and long term sustainability for the centre.

On 31 July 2019, Council resolved (C1907/131) that it:

1. *Accepts the Federal Government's funding offer of \$10.35m for the design and development of the BEACH;*
2. *Amends the Long Term Financial Plan as part of its 2019 review to enable construction to be undertaken from 2020/21;*
3. *Authorises the Chief Executive Officer to enter into a grant agreement with the Federal Government; and*
4. *Authorises the Chief Executive Officer to actively seek State Government funding opportunities.*

#### **OFFICER COMMENT**

The City of Busselton issued the RFT on 26 September 2019. The RFT closed on 29 November 2019. Advertising was not required as the RFT resulted from an Expression of Interest (EOI) which shortlisted the five prospective tenderers who were privately invited via Tenderlink to respond to RFT14-19.

The City issued the RFT to the following contractors:

- Box Architects Pty Ltd (ACN 607 404 044)
- Kerry Hill Architects Pty Ltd (ACN 069 583 731)
- Peter Hunt Pty Ltd (ACN 008 895 823) atf the Peter Hunt Architect Unit Trust
- Willow Digital Pty Ltd (ACN 606 612 088)
- With Architecture Studio Pty Ltd (ACN 169 698 373)

All tenders were compliant.

#### **Assessment Process**

In accordance with the City's procurement practices and procedures, tender assessments were carried out by a tender evaluation panel comprising City officers and an independent evaluation panel member with relevant skills and experience.

The tender assessment process included:

- Assessing tenders received against relevant compliance criteria. The compliance criteria were not point scored. Each submission was assessed on a Yes/No basis as to whether each criterion was satisfactorily met. All tenders were deemed compliant.
- Assessing tenders against the following qualitative criteria:

Criteria		Weighting
(a)	Concept Design	45%
(b)	Demonstrated Understanding	40%
(b)	Key Personnel Skills and Experience	15%

A scoring and weighting system was used to assess the tenders against these qualitative criteria.

The extent to which a tender demonstrated greater satisfaction of each of the qualitative criteria resulted in a greater score. The tendered prices were then assessed together with the weighted qualitative criteria and the tenders scored and ranked to determine the most advantageous outcome to the City, based on principles of best value for money. That is, although price was a consideration, the tender containing the lowest price will not necessarily be accepted, nor will the tender ranked the highest on the qualitative criteria.

The evaluation panel made a series of value judgements based on the capability of the tenderers to complete the requirements including the cost affordability and risk of all conforming tenders submitted. The tendered price has been considered along with related factors affecting the total cost to the City including the lifetime operating costs of goods to ensure the best value for money outcome.

A comparative price schedule for professional fees and project budgets is provided below.

Tenderer	Indicative Professional Fees Lump Sum	Forecast project budget
Peter Hunt Architect	\$1,599,250	\$29,806,952
Willow	\$1,762,500	\$22,281,575
Box Architects	\$1,835,236	\$21,311,331
With Architecture Studio	\$1,920,000	\$29,728,158
Kerry Hill Architects	\$1,979,440	\$22,587,000

While it's acknowledged Kerry Hill Architects have submitted a higher lump sum for professional fees, relevant officers feel comfortable that through negotiations to reduce the scope, the project will successfully achieve the budget. A summary of findings from a review of professional fees is included below.

The Regional Price Preference Policy did not apply to this tender.

### Summary of Assessment Outcomes

The ranked outcome of the evaluation panel's assessment was as follows:

Rank	Company
1	Kerry Hill Architects Pty Ltd
2	Willow
3	Box Architects Pty Ltd
4	Peter Hunt Architects
5	With Architecture Studio Pty Ltd

Based on the outcome of the evaluation matrix and combined reviews the evaluation panel concluded to seek further reviews from external consultants for Kerry Hill Architects Pty Ltd and Studio Evans Lane who ranked in positions 1 and 2 post evaluation. Members of an internal BEACH working group (which includes Councillor representation) were briefed on the assessment outcomes. The following consultants also reviewed the tender submissions, focusing on their respective field of expertise.

Company	Scope	Background
Peter Mould	Design Review	Peter has advised and consulted with a number of agencies on design, strategy and procurement issues. These have included Federal and State Government agencies, Local Government, and the private sector. He is currently a member of the Design Advisory Panels in NSW, Victoria, South Australia, the City of Sydney, the Sydney Opera House, Transport NSW, and the UNSW. He regularly sits on design juries for competitions and projects in Australia and internationally.

Extent Heritage Advisors	Heritage Review	Extent are a highly skilled team of heritage professionals that deliver a single point of service for heritage assessment and management across all corners of Australia and the Asia Pacific.
Ralph & Beattie Bosworth Pty Ltd (RBB)	Independent cost review	RBB provide a professional consultancy service to the construction industry. Services include cost planning, progress payments and bills of quantities and span commercial, government, retail and residential sectors. For further information look our Services and Projects pages.

The summary of assessment outcomes is presented below.

### 1. Kerry Hill Architects Pty Ltd

- **Concept design** – Highest performing and very comprehensive design concept that achieves a distinctive, high quality design with optimal configuration for the performing arts centre. Quality of design of previous projects and capability of team has been confirmed through independent design review and reference checks.
- **Qualitative criteria** – Highest performing against all qualitative criteria. The team will provide the City with a diverse international design team with direct experience working on award winning theatre projects and unmatched capability of consultancy areas required for the design
- **Price** - \$1,267,000 over the total project budget. Independent review by the City's Quantity Surveyor has confirmed there are opportunities to reduce scope of scheme without compromising design outcome. The gross floor area (GFA) is the highest of all submissions by approximately 1,000m<sup>2</sup> so if this was able to be reduced, then the City's budget should be able to be achieved. This reduction in scope is expected to have a corresponding reduction on professional fees.
- **Heritage** – Independent review has confirmed the KHA proposal provides an important contemporary contrast to the Weld Theatre and ArtGeo without conflicting or dominating them. Interventions proposed to ArtGeo are recommended for review due to degree of impact to roof and north elevation.
- **Design Review** – KHA recommended as superior design for response to context, sophistication of design, integrated approach to materials and form, street activation, spaces with higher amenity and quality, innovation in project delivery and alignment of program with project brief.

### 2. Willow

- **Concept design** – Good response to project vision and objectives with limited response to how the design promotes the unique qualities of the region. Design shows angular roofing of striking and memorable design with cranked external screens, however detail for how these elements will be executed to achieve light weight structure not provided. Wagon seating and its operation whilst appearing to provide good functional outcome has limited or no precedents in Australia.
- **Qualitative criteria** – Second highest performing against all qualitative criteria. Studio Evans Lane/Willow will provide a good international and interstate design team. However, there is limited experience working in Western Australia.
- **Price** – \$961,575 over the total project budget. Willow are conscious their estimate exceeds the budget and have proposed value engineering options. The GFA rate of \$3,641/m<sup>2</sup> proposed by Willow is achievable if strict control on the design is maintained.
- **Heritage** – The Willow approach to the heritage buildings maintains their current uses, and is therefore safer in terms of impact on heritage fabric. However it challenges them architecturally with a bold contemporary screened and angular new building.

The concept design could be said to achieve the interface with the heritage buildings with more success. Although its dramatic and creative expression could be regarded as potentially overbearing.

- **Design Review** – Submission considered of a high quality, responding comprehensively to the brief. Willow proposal considered very much of its time and likely to date more quickly. The long-term maintenance of the fabric is also a concern in terms of dust collection, cleaning and longevity.

### 3. **Box Architects Pty Ltd**

- **Concept design** – Box Architects Pty Ltd submitted a stripped back scheme using material references and massing and elevation to link to adjacent heritage items. Not all briefed items are included within the submission, missing key issues such as staff space and a joint green room.
- **Qualitative criteria** – Third highest performing against all qualitative criteria. Their office is based in Victoria with no indication provided how the team will service the project.
- **Price** – \$8,669 under the total project budget. GFA rate of \$4,247/m<sup>2</sup> proposed by Box Architects is achievable.

### 4. **Peter Hunt Architects**

- **Concept design** – Scheme achieves a good standard of design. The concept is significantly over budget, it is difficult to see how the concept provided can be delivered without drastically altering the scope. There is no ground floor interface with Marine Terrace/foreshore, however there is a good first floor function space with views to the jetty and bay.
- **Qualitative criteria** – Fourth highest performing against all qualitative criteria. Their recent experience with Red Earth in Karratha is valuable where lessons learned can be applied. They also have good local knowledge and a multi skilled team. Marshall Day are a strong addition to the team with superior experience in theatre design. Hocking Heritage have previous experience working on the Weld, Courthouse Complex and ArtGeo.
- **Price** – \$8,486,952 over the total project budget. The GFA rate of \$5,090/m<sup>2</sup> is on the high end of our expectations and in comparison to the other submissions.

### 5. **With Architecture Studio Pty Ltd**

- **Concept design** – With Architecture have provided a good response to the criteria, the design addresses some aspects of the vision and objectives but not others. The design is modern and urban but may be considered to be out of scale with adjacent heritage buildings. The proposal does not reinforce characteristics of the region or local context.
- **Qualitative criteria** – Fifth highest performing against all qualitative criteria. Strong international and local design team. They have relevant experience in building highly flexible events spaces. Their sub consultant list appeared in complete with no cost consultant nominated.
- **Price** – \$8,408,158 over the total project budget. In comparison to the other submissions GFA rates. RBB believes DCWC's GFA rate of \$7,223/m<sup>2</sup> (excl. regional loading) to be very high.

## **Statutory Environment**

The contract value is greater than \$500,000, therefore, in accordance with section 5.43(b) of the *Local Government Act 1995* (the Act), read with Delegation 3J, the tender is required to go before the Council.

In terms of section 3.57 of the Act, a local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods and service. Part 4 of the *Local Government (Functions and General) Regulations 1996*:

- requires that tenders be publicly invited for such contracts where the estimated cost of providing the required goods and/or service exceeds \$150,000; and
- under Regulations 11, 14, 18, 20 and 21A provides the statutory framework for inviting and assessing tenders and awarding contracts pursuant to this process.

With regard to the RFT, City officers have complied with abovementioned legislative requirements.

### **Relevant Plans and Policies**

The City's purchasing policies and its occupational health and safety, asset management and engineering technical standards and specifications were all relevant to the RFT and have been adhered to in the process of requesting and evaluating tenders.

### **Financial Implications**

The overall project budget is \$21,320,000. This budget is comprised of the following funding streams, shown in Table 1 below:

**Table 1**

City of Busselton Contributions	
Cash	\$10,350,000
Internal Project Management	\$500,000
Landscaping Works – Parks & Garden	\$120,000
<b>Total</b>	<b>\$10,970,000</b>
Funding Grant RGF	
Design & Construction	\$10,350,000
<b>Total Budget</b>	<b>\$21,320,000</b>

The current budget includes an allocation of \$500,000, the project expenditure for financial year 2019/20 is expected to be \$1,010,265, including professional fees for design and technical services. The shortfall in the current budget will be funded from the Performing Arts and Convention Centre reserve with the sale of the Old Library Building located at Lot 309, 23 Prince St Busselton.

### **Stakeholder Consultation**

The RFT15-19 was issued as a Public Tender on Saturday 26 September 2019 and closed on 29 November 2019. Advertising was not required as the RFT resulted from an Expression of Interest (EOI) which shortlisted the five prospective tenderers.

As outlined in the Background section of this report, extensive consultation has occurred in relation to the BEACH project.

### **Risk Assessment**

An assessment of the potential implications of implementing the officer recommendation has been undertaken using the City's risk assessment framework, with the intention being to identify risks which, following implementation of controls, are identified as medium or greater. There are no such risks identified, with the preferred tenderer assessed as being capable of delivering the services to a suitable service level and in line with the agreed program of works.

**Options**

The Council may consider the following alternate options:

- 1) To award the tender to an alternative tenderer/s. In the view of the Officers this could result in the tender being awarded to a tenderer that is not most advantageous to the City.
- 2) To not award the tender. This would mean going back out to tender, resulting in significant delays to the contract award and potential significant delays to the delivery of the Busselton Entertainment, Arts and Cultural Hub project.

For the reasons provided in this report, the abovementioned options are not recommended.

**CONCLUSION**

It is recommended that accept the tender from Kerry Hill Architects Pty Ltd as the most advantageous tenderer, subject to the negotiation of minor variations by the CEO, not exceeding a lump sum contract price of \$1,979,440. It is further recommended that Stage 2 of the project scope of works be removed to allow for further investigation as to the viability of other potential sites for a creative industries hub.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

The selection of the Successful Tenderer can be made immediately after the Council has endorsed the officer recommendation, subject to successful negotiation in accordance with the officer recommendation.

## 15. COMMUNITY AND COMMERCIAL SERVICES REPORT

### 15.1 SPORT & RECREATION FACILITIES STRATEGY

<b>STRATEGIC GOAL</b>	1. COMMUNITY: Welcoming, friendly, healthy
<b>STRATEGIC OBJECTIVE</b>	1.3 A community with access to a range of cultural and art, social and recreational facilities and experiences.
<b>SUBJECT INDEX</b>	Sport and Recreation Strategy
<b>BUSINESS UNIT</b>	Community and Commercial Services
<b>REPORTING OFFICER</b>	Senior Sport and Recreation Project Officer - Brendan McNally
<b>AUTHORISING OFFICER</b>	Director, Community and Commercial Services - Naomi Searle
<b>NATURE OF DECISION</b>	Advocacy: to advocate on its own behalf or on behalf of its community to another level of government/body/agency
<b>VOTING REQUIREMENT</b>	Simple Majority
<b>ATTACHMENTS</b>	Attachment A Draft Sport and Recreation Strategy 2020-2030   Attachment B Forecast Statement 2020-2030  

### OFFICER RECOMMENDATION

**That the Council endorses the Draft Sport and Recreation Strategy 2020-2030 (Attachment A) to be advertised for public comment for a period of 45 days.**

### EXECUTIVE SUMMARY

Over the past 12 months, significant consultation and analysis has been undertaken to inform the development of a comprehensive *Sport and Recreation Facilities Strategy (2020-2030)* (SRFS) for the district. The SRFS was developed to direct future planning and guide the allocation of municipal resources and external funding applications over the next ten years. As a key focus area within the City of Busselton's Strategic Community Plan 2017 (Review 2019) and Corporate Business Plan (2019-2023), the SRFS makes recommendations on a schedule of prioritised community projects that informs the City's Long Term Financial Plan (LTFP). This report provides an overview of the SRFS and recommends the Council endorses it to be advertised for public comment.

### BACKGROUND

In February 2007, the then Shire of Busselton endorsed (C0702/030) a Leisure Services Plan for the district, and in 2013 an interim review was undertaken. Since this time, Council has endorsed (C1304/088) the City of Busselton Active Open Space Planning Recommendations and Hierarchy of Active Open Spaces (2013) and over the past decade approximately \$23M has been invested into new sport and recreation infrastructure.

On 11 April 2018, a briefing session was held with Council to provide an overview of the current provision of sporting spaces, gaps, drivers of demand, emerging trends, and challenges that the levels of population growth has presented, including equitable provision of sport and recreation facilities and infrastructure to meet the community's growing needs.

The briefing identified the need to develop a detailed sport and recreation facilities strategy to ensure capital funding was allocated to prioritised projects, rather than to short-term reactive projects that may meet the wants of some groups but not necessarily consider the needs of the entire district.

Subsequently, in 2018/19 a Senior Sport and Recreation Project Officer was employed for a three (3) year period to specifically facilitate the development of a strategy, the SRFS, and commence implementation of the priorities.



At a Council briefing held on 23 January 2019, Councillors were briefed on the scope, methodology and proposed outcomes of the SRFS along with endorsing six (6) initial guiding principles to guide its development.

These principles included:

- Engagement
  - The City will engage with the community.
- Accessible
  - The City will work towards ensuring people of all abilities have the same opportunities to access the buildings and other facilities of the City of Busselton
- Responsible delivery and management – social, economic, environmental
  - The City will ensure that facilities are delivered and maintained in a socially, economically and environmentally accountable way.
- Sustainable Clubs & Facilities
  - The City is committed to sustainable Clubs & Facilities by working in partnership to fund, construct, maintain, renew and activate (leasing/booking/programming) facilities via a consistent and justifiable method to ensure maximised use.
- Shared use, Multi-Purpose
  - The City will plan, support and encourage multi-functional/flexible/co-located facilities (shared use) where practical, to ensure facilities are operating efficiently and at maximum capacity.
- Standards of provision – “Quality facilities”
  - The City will plan, develop and support the construction, maintenance and renewal of facilities across the City via a consistent, justifiable and transparent method e.g. pavilions, change rooms/canteens, playing surfaces, lights, storage, fencing, amenities etc.

Further to this, over the past 12 months, significant targeted consultation has been undertaken with key stakeholders and the sport and recreation community to inform the development of the SRFS. In addition to this, a comprehensive review of current facilities, reports, master plans and strategies, industry trends (sport, recreation and health), demographics, and Federal and State Government policies in relation to health and physical activity was undertaken; resulting in the development of a comprehensive strategy to guide the development of sporting facilities for the next 10 years.

#### **OFFICER COMMENT**

Since the development of the Leisure Services Plan (2007), the City of Busselton has experienced significant changes in terms of population growth and demographic profile, in addition to the vast changes in trends within the sport and recreation industry. As such, a comprehensive district level strategic review of sport and recreation facilities is now required to ensure investment into sport and recreation infrastructure and service delivery is well planned, resourced and meets the needs of the community now and into the future.

The development of the SRFS will assist in guiding future decisions with regards to sport and recreation infrastructure provision. This will be achieved through the provision of a well-considered plan for current and projected future infrastructure demand, and the development of a hierarchy of facilities within the City, with consideration towards the sustainability of sport, clubs and associations to ensure facilities meet the changing demographics and trends within in the sport and recreation environment.

The City of Busselton’s SRFS is an important connector between the City’s Strategic Community Plan 2017 (Review 2019) and the allocation of City funding and resources to achieve the strategic objective of improved sport and recreation services and facilities.

The objectives of the SRFS are to:

- Develop a long term strategy to inform, guide and underpin the planning and provision of indoor and outdoor community sporting and recreation facilities to meet existing and future needs;
- Identify, investigate and validate the facility needs of the community;
- Provide a schedule of prioritised community projects that informs the City of Busselton's Long Term Financial Plan;
- Identify gaps and opportunities around assisting residents to participate and clubs to operate in a sustainable manner;
- Provide a robust foundation for the review of City of Busselton's *Developer Contribution Plan 1 - Community Facilities*;
- Inform community expectations around short, medium and long term facility development; and
- Develop a hierarchy of facilities at regional, district, sub-district and local catchments.

A comprehensive needs analysis and targeted engagement process was undertaken in developing the SRFS to better understand the needs and desires of a range of users including sporting associations, participants, volunteers and parents.

The SRFS is a priority action within the City of Busselton's Corporate Business Plan (2019-2023) and provides a realistic and achievable schedule of prioritised community projects that informs the LTFP. Limited resources, land, and availability of external funding means the City cannot deliver all of the desired community infrastructure immediately. As such, the proposed timing of projects considers these constraints.

Over the next 10 years, it is recommended that approximately \$37M of sport and recreation projects are undertaken with some of the key projects including:

- New Dunsborough Lakes Sports Park – infrastructure for soccer, cricket and court sports
- Dunsborough Playing Fields and Naturaliste Community Centre (NCC) Masterplan to include:
  - Reconfigured playing fields to accommodate the home base Aussie Rules sport
  - Refocused use of the NCC to cater for more sport and recreation (potential for gym, group fitness, multi-purpose room and future pool), and
  - Investigation of the relocation of the Dunsborough Library
- Dunsborough and Districts Country Club (DDCC) – partner with DDCC to maximize opportunities at this site for the Dunsborough sub-district including increased space for social/leisure style activities while complementing the organized club sport activities
- Vasse Playing Fields – development of sports field lighting, unisex change rooms and pavilion/community space
- Geographe Leisure Centre (GLC) – redevelopment of the existing indoor 25m pool to create a dedicated program pool (to cater for learn to swim, hydrotherapy, free play) and repurpose to a dedicated 25m lap pool
- Indoor Courts – increase the number of indoor courts within the district at the GLC or Dunsborough Lakes Sports Park
- Bovell Sports Park – undertake concept planning and investigations for a Sports Talent Hub in partnership with the West Coast Eagles Football Club
- Sports field floodlighting – undertake a number of sports floodlighting projects to increase usage (carrying capacity) of outdoor sporting facilities throughout the district
- District squash facility – partner with the Busselton Golf and Busselton Squash Clubs to maximize opportunities at the Busselton Golf Club
- Activate foreshores as complementary sports spaces, and
- Yalyalup Community Oval – development of a community oval, change rooms and multi-purpose/community space.

There are a number of sport and recreation projects that are recommended to be considered by Council for the 10+ year timeframe including additional aquatic spaces; district 50m pool and Dunsborough sub-district aquatic space; investigations into strategic land purchases; and consideration for additional district and sub-district sport spaces in the Ambergate and Bovell areas. Progressing with additional aquatic spaces is not currently justified within this draft SRFS based on population and projected growth, with the more sustainable option in the short term being to undertake carrying capacity initiatives on the existing district aquatic space (GLC).

The SRFS is a living document and while the timeframe is 10 years (2020 – 2030), periodic reviews will be undertaken to ensure planning and implementation reflects the changes in the district's demographics and health profile, industry and sporting trends, facility guidelines, participation data (national/state/local), sporting association strategic plans, and the funding environment.

This report seeks the endorsement of the draft SRFS for the purposes of seeking community and stakeholder feedback and providing input into the City's LTFP workshops. Following community engagement and consideration of feedback, a final report will be presented to Council for the endorsement of the SRFS.

### **Statutory Environment**

The officer recommendation supports the general function of a local government under the *Local Government Act 1995* to provide for the good government of persons in its district.

### **Relevant Plans and Policies**

The officer recommendation aligns to the City of Busselton Corporate Business Plan 2019-2023, with the SRFS one of the key initiatives and actions in the plan. It also strongly aligns with strategies contained in the Strategic Community Plan 2017 (Review 2019).

### **Financial Implications**

The draft SRFS provides a schedule, at Attachment B, of prioritised community projects, including a recommended funding strategy. This funding strategy has been modelled in a draft LTFP which shows that Council has the financial capacity to implement all of the key SRFS projects over the next 10 years, subject to final considerations around rating levels and other non SRFS priorities.

Given the increasingly competitive nature of external funding, the SRFS and the draft LTFP have been modelled with the aim of achieving progress without the full reliance upon external funding, by utilising new borrowings, reserves, municipal funds and other funding sources. The SRFS recommends that resources be allocated to forward planning initiatives that will not only increase the achievability of projects but strategically target external funding opportunities that potentially provide value add to the project or cost savings to the City's budget.

If Council were to support projects not prioritised in the SRFS, then the financial capability to deliver the priority projects itemised in this plan could significantly impact the current draft LTFP.

### **Stakeholder Consultation**

The development of the SRFS has included extensive targeted engagement with sporting clubs and associations within the district, including participants, parents, club administrators, state sporting associations, other local government authorities and the Department of Local Government, Sport and Cultural Industries. Details of targeted engagement include:

- Meetings with 79 sporting clubs/associations
- Four (4) workshops, total of 74 participants, two (2) held in Busselton and two (2) held in Dunsborough
- Community Survey through Your Say - 501 individual responses, 946 visits to the project page with 632 informed participants.

It is recommended the draft SRFS be advertised for public comment through the City of Busselton 'Your Say' portal and a number of targeted engagement sessions with key sporting associations to enable feedback, finalisation of the SRFS and final adoption of Council.

### **Risk Assessment**

An assessment of the potential implications of implementing the officer recommendation has been undertaken using the City's risk management framework, with risks assessed taking into account any controls already in place. No risks of a medium or greater level have been identified.

### **Options**

As an alternative to the proposed recommendation, the Council could choose not to accept the draft SRFS or to require changes prior to advertising for public comment.

### **CONCLUSION**

The draft SRFS provides a long term strategy to inform, guide and underpin the planning and provision of indoor and outdoor community sporting and recreation facilities to meet existing and future needs of the district. It is the result of a comprehensive analysis incorporating demographic data, industry trends, review of relevant policies, plans and strategies, community consultation, and stakeholder engagement and feedback. Implementation of the SRFS will ensure a well-planned and implemented approach towards infrastructure development in the future.

### **TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

On endorsement, officers will prepare the City of Busselton Draft SRFS for public comment over a 4-6 week period.

**DRAFT**

# Sport & Recreation Facilities Strategy

*2020-2030*



*Where  
environment  
lifestyle and  
opportunity  
meet!*

  
**City of Busselton**  
*Geographic Bay*



The City of Busselton acknowledges the Traditional Custodians, the Wadandi Bilbulmun people, on whose land we are living and pay our respects to their Elders, past, present and emerging.

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## Mayor's Message

I am delighted to present on behalf of the Council the City of Busselton's Sport and Recreation Facilities Strategy 2020-2030.

This strategy, which has been developed over 12 months, is the outcome of one of the City's most comprehensive and engaging community consultation initiatives.

I want to take this opportunity to thank the many sporting groups and associations as well as State Government agencies, schools, clubs and individuals who provided input into the process.

The feedback we received at various workshops, through surveys and during face-to-face meetings was invaluable in terms of helping Council gain a good understanding of the current sporting and recreational landscape, as well as the community's aspirations for the future.

Together with population and participation data and the findings from reviews of the Naturaliste Community Centre and the Geographe Leisure Centre Masterplans, this community feedback has provided great insight into our region's future needs. The Sport and Recreational Facilities Strategy 2020-2030 will help direct future planning and guide the allocation of municipal resources and external funding bids over the next ten years, as well as provide strategic direction for our many clubs and associations.

Juggling the needs and wants of various groups is challenging but I have confidence in the work that underpins this very important Strategy. With the way forward now clearly mapped, I'm excited for the future of sport and recreation in this municipality and for the health and happiness of our community.



Mayor Grant Henley



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“The Sport and Recreational Facilities Strategy will help direct future planning and guide the allocation of municipal resources and external funding bids over the next ten years.”



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## Executive Summary

Sport and recreation is a significant contributor to the regional economy and also provides many health and social benefits, building on the region's lifestyle attributes.

The City of Busseton recognises these benefits by providing and facilitating access to a variety of sport, recreation and leisure opportunities across the District, ensuring the region's facilities are the starting block for participation in sport as well as helping people to maintain active and healthy lifestyles.

The City of Busseton's *Sport and Recreation Facilities Strategy 2020-2030* (SRFS) is an important connector between the City's Strategic Community Plan and the allocation of City funding and resources toward the achievement of key community objectives through sport and recreation.

The objectives of the SRFS are to:

- Develop a long term strategy to inform, guide and underpin the planning and provision of indoor and outdoor community sporting and recreation facilities to meet existing and future needs
- Identify, investigate and validate the facility needs of the community
- Provide a schedule of prioritised community projects that informs the City of Busseton's Long Term Financial Plan
- Identify gaps and opportunities around assisting residents to participate and clubs to operate in a sustainable manner

- Provide a robust foundation for the review of City of Busseton's *Developer Contribution Plan 1 - Community Facilities*
- Inform community expectations around short, medium and long term facility development, and
- Develop a hierarchy of facilities at regional, district, sub-district and local catchments.

A comprehensive needs analysis and targeted engagement process was undertaken in developing the SRFS to better understand the needs and desires of a range of users including sporting associations, participants, volunteers and parents.

The SRFS is one of the key focus areas within the *City of Busseton's Corporate Business Plan (2019-2023)* and provides a realistic and achievable schedule of prioritised community projects that informs the Long Term Financial Plan. Limited resources, land, and availability of external funding means the City cannot deliver all of the desired community infrastructure immediately, and as such, strategic implementation aims to prioritise and capitalise on the known benefits of sport and recreation to the community.

Over the next 10 years it is recommended that approximately \$37M of sport and recreation infrastructure projects are undertaken with some of the key priority projects including:



- **Dunsborough Lakes Sports Park (new)**  
Infrastructure for soccer, cricket and court sports

- **Dunsborough Playing Fields and Naturaliste Community Centre (NCC) Masterplan** to include:
  - :: Reconfigured playing fields to accommodate the home base for Aussie Rules sport

- :: Refocused use of the NCC to cater for more sport and recreation (potential for gym, group fitness, multi-purpose room and future pool), and

- :: Investigation of the relocation of the Dunsborough Library

- **Dunsborough and Districts Country Club (DDCC)**  
Partner with DDCC to maximize opportunities at this site for the Dunsborough sub-district including increased space for social/leisure style activities while complementing the organized club sport activities

- **Vasse Playing Fields**

Development of sportsfield lighting, unisex changerooms and pavilion/ community space

- **Geographe Leisure Centre (GLC)**

Redevelopment of the existing indoor leisure pool to create a dedicated program pool (to cater for learn to swim, hydrotherapy, free play) and replace existing 25m pool to a lap pool

- **Indoor Courts**

Increase the number of indoor courts within the District at the GLC or Dunsborough Lakes Sports Park

- **Bovell Sports Park**

Undertake concept planning and investigations for a Sports Talent Hub in partnership with the West Coast Eagles Football Club

- **Sportsfield floodlighting**

Undertake a number of sports floodlighting projects to increase usage (carrying capacity) of outdoor sporting facilities throughout the District

- **District squash facility**

Partner with the Busseton Golf and Busseton Squash Clubs to maximize opportunities at the Busseton Golf Club

- **Activate foreshores**

as complementary sports spaces, and

- **Yalyalup Community Oval**

Development of a community oval, changerooms and multi-purpose/ community space.

The SRFS is a living document and while the timeframe is 10 years (2020 – 2030), periodic reviews will be undertaken to ensure planning and implementation reflects the changes in the District's demographics and health profile, industry and sporting trends, facility guidelines, participation data (national/state/local), sporting association strategic plans, and the funding environment.

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## Introduction

The City of Busseton is an idyllic location known widely for its stunning beaches and desirable holiday destinations; a place that is welcoming and where people can relax, enjoy nature, and experience a lifestyle that is envied by many.



Situated 221 kms from Perth, Western Australia's capital city, and covering an area of 1,454 square kilometres, the City of Busseton is a thriving community with a strong identity. The Traditional Custodians are the Wadandi Bibulmun people.

The City of Busseton's population has grown at a rapid rate in recent years with 36,686 people recorded at the last Australian Census (2016), representing an increase of 67 per cent since 2001, and

almost double the rate of increase for the State over the same period.<sup>1</sup> The ABS have estimated the current population at 38,926.<sup>2</sup> Such levels of growth now present a number of challenges, including equitable provision of sport and recreation facilities and infrastructure to meet the community's growing needs.

In February 2007 the then Shire of Busseton endorsed a Leisure Services Plan for the District, and in 2013 an interim

review was undertaken. Since this time the Council has endorsed the City of Busseton Active Open Space Planning Recommendations and Hierarchy of Active Open Spaces (2013), and undertaken a number of key sport and recreation projects including:

- **Dunsborough Playing Fields**  
Construction of new fields, amenities and lighting
- **Acquisition of land**  
for sport and recreation in the Busseton and Dunsborough sub-districts
- **GLC**  
Installation of geothermal heating
- **Barnard Park**  
Upgrade to district sporting fields
- **Vasse Sporting Precinct**  
Construction of sporting fields
- **GLC**  
Fitness expansion, equipment replacement, dedicated group fitness rooms, upgraded changerooms and crèche
- **Churchill Park**  
Masterplan development and implementation
- **Busseton Croquet Club**  
Upgrade to courts and new clubhouse
- **GLC and NCC**  
Masterplan
- **Busseton Tennis Club**  
relocation
- **Dunsborough Playing Fields**  
John Edwards Pavilion extension, and
- **Lou Weston Oval**  
Upgrade to clubhouse and courts including additional new multi-purpose courts (construction to commence in 2020).

With approximately \$23M invested in sport and recreation infrastructure over the past decade, coupled with the increased need and expectations of a growing community, the City of Busseton Council resolved to undertake a comprehensive review of future sport

and recreation requirements to ensure appropriate and responsible planning measures could be put in place. With this in mind, in November 2018 the City embarked on the development of the SRFS.

The SRFS aims to inform, guide and underpin the planning, prioritisation and provision of indoor and outdoor community sporting and recreation facilities throughout the District, and looks to validate the facility needs of the community. The strategy will look at opportunities around existing and new infrastructure, provide a schedule of prioritised projects that informs the City's Long Term Financial Plan and will assist in sourcing external funding. The SRFS considers the City's future requirements around club and recreation centre facilities, however does not include parks and community halls.



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## OVERVIEW

## The Benefits of Sport and Recreation

In October 2019, Parks and Leisure Australia (PLA), the national peak body for the sport, recreation, leisure and community infrastructure industry, formally recognised Local Government as the largest provider of sport and social infrastructure that promotes healthy lifestyles and the development of sport.

Since this time PLA has advocated for funding to be directed to local sport and social infrastructure.

This recognition follows the *Value of Community Sporting Infrastructure (2018)* report undertaken by KPMG for the Australian Sport Commission. The report summarised the value of national community sport and recreation infrastructure at \$16.2B annually. This was made up of an estimated \$6.3B economic benefit, \$4.9B health benefit, and \$5.1B social benefit<sup>1</sup>. The report stated that without community sport and recreation infrastructure, delivery of the combined health, social and economic benefits outlined would not be achieved.

On a more local perspective, the value of sport to the City of Busseton can be estimated at over \$25.5M per year, made up of almost \$10M of direct economic benefit, \$7.7M in health benefit, and \$8M in social benefit. Further research has been undertaken by Parks and Leisure WA, Edith Cowan University (ECU) and the Leisure Institute of Western Australia (LIWA) to specifically look at the Geographical Leisure Centre's annual social value (health, social and economic benefit), which was estimated at \$2.3M per year. Sporting events in the City of Busseton also play a role in capitalising on the City's unique location, environment and tourism industry, and assists in cementing the City's

vision of being the 'Events Capital of WA'. Halmark events such as Ironman WA, Busseton Jetty Swim, Busseton Festival of Triathlon (Ironman 70.3) and major events such as X Adventure, Cape to Cape MTB and Busseton Half Marathon and Fun Run have significant economic benefits for the region. In 2018/19 the economic return on such events was estimated at \$35M. Sporting event opportunities to be investigated moving forward include masters sporting events (football, hockey, netball, volleyball, and rugby), water craft events (paddle, stand up paddle, canoe, and outrigger) and health and wellbeing style expos.

### Health

The Department of Health and WA Country Health Services South West monitors and reports on the health of South West residents to inform evidence based health services and planning. These reports identified the following lifestyle factors for South West children (0-15yrs) and adults:

- Over half of children (53%) did not undertake sufficient physical activity
- One in twenty children (5%) reported height and weight measurements that classified them as obese
- Over a third (36%) of adults did not undertake sufficient physical activity



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- One third (33%) of adults reported height and weight measurements that classified them as obese, significantly higher than the State
- One in five (19%) adults reported high blood pressure, significantly higher than the State, and
- One in seven adults (14%) reported a current mental health problem.<sup>4</sup>

Participation in physical activity, particularly among children, supports a number of life-long benefits and is one of three key elements (along with improved nutrition and healthy lifestyle choices) in the overall preventive health strategy readily adopted by governments and health professionals. Improved population health produces immediate and long-term social and economic benefits. International evidence suggests that participation in sport and physical activity has a preventive health affect.<sup>5</sup> These health benefits add to the value of community sport infrastructure and programs within the City of Busseton.

### Australia's Physical Activity & Sedentary Behaviour Guidelines<sup>6</sup>

The Department of Health developed the *Australia's Physical Activity and Sedentary Behaviour Guidelines* through a rigorous evidence review process that considered:

- The relationship between physical activity (including the amount, frequency, intensity and type of physical activity) and health outcome indicators, including the risk of chronic disease and obesity; and
- The relationship between sedentary behaviour/sitting time and health outcome indicators, including the risk of chronic disease and obesity.

Australia's Physical Activity and Sedentary Behaviour Guidelines outline the minimum levels of physical activity required for health benefits and include ways to incorporate physical activity and minimise sedentary behaviour in everyday life.



Physical activity guidelines are as follows:

#### Children and Young People (5-17 years)

- Accumulating 60 minutes or more of moderate to vigorous physical activity per day involving mainly aerobic activities
- Several hours of a variety of light physical activities
- Activities that are vigorous, as well as those that strengthen muscle and bone should be incorporated at least three days per week, and
- To achieve greater health benefits, replace sedentary time with additional moderate to vigorous physical activity while preserving sufficient sleep.

#### Adults (18-64 years)

- Doing any physical activity is better than doing none. If you currently do no physical activity, start by doing some, and gradually build up to the recommended amount
- Be active on most, preferably all, days every week
- Accumulate 150 to 300 minutes of moderate intensity physical activity or 75 to 150 minutes of vigorous intensity physical activity or an equivalent

combination of both moderate and vigorous activities, each week, and

- Do muscle strengthening activities on at least two days each week.

#### Older Australians (65 years and older)

- Older people should do some form of physical activity, no matter what their age, weight, health problems or abilities
- Older people should be active every day in as many ways as possible including a range of physical activities that incorporate fitness, strength, balance and flexibility
- Older people should accumulate at least 30 minutes of moderate intensity physical activity on most, preferably all days
- Older people who have stopped physical activity, or who are commencing a new physical activity, should start at a level that is easily manageable and gradually build up the recommended amount, type and frequency of activity, and
- Older people who continue to enjoy a lifetime of vigorous physical activity should carry on doing so in a manner suited to their capability into later life, provided recommended safety procedures and guidelines are adhered to.

<sup>1</sup> The Value of Community Sport Infrastructure, KPMG, Australian Sports Commission, 2018

<sup>2</sup> South West Health Profile, WA Country Health Services, November 2018

<sup>3</sup> Preventing Health, Sport and Physical Activity, Dr Ralph Richards, Senior Research Consultant, Clearinghouse for Sport, Sport Australia

<sup>4</sup> Australia's Physical Activity and Sedentary Behaviour Guidelines and the Australian 24-Hour Movement Guidelines, The Department of Health

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## About the Project

### Methodology

The SRPS has been developed through:

- **Review** of previous City of Busselton plans, strategies, masterplans, state/national sporting association strategies, industry trends (sport, recreation and health), and Federal and State Government policies in relation to health and physical activity
- **Analysis** of demographics and population growth within the District
- **Targeted engagement** - extensive community and stakeholder consultation
- **Preparation** of a sport and recreation facility hierarchy and standard of provision
- **Identification** of gaps and opportunities, and
- **Development** of a draft Sport and Recreation Facilities Strategy.

The process flow is depicted in figure 1 below.



FIGURE 1 The Process Flow

### Objectives

The objectives of the SRPS are to:

- **Develop a long term strategy** to inform, guide and underpin the planning and provision of indoor and outdoor community sporting and recreation facilities to meet existing and future needs
- **Identify, investigate and validate** the facility needs of the community
- **Provide a schedule** of prioritised community projects that informs the City's Long Term Financial Plan
- **Identify gaps and opportunities** around assistance to participate and clubs to operate in a sustainable manner
- **Provide a robust foundation** for the inclusion of Sport and Recreation infrastructure within the City's Developer Contribution Plan 1 - Community Facilities, and
- **Inform community expectations** around short, medium and long term facility development.

### Guiding Principles

Initial guiding principles were developed in consultation with key stakeholders to aid robust decision making. The principles aim to provide another layer of justification when deciding which facilities should be planned and constructed within the District.

The principles include:

- **Engagement**  
The City will engage with the community.
- **Accessible**  
The City will work towards ensuring people of all abilities have the same opportunities to access the buildings and other facilities.
- **Responsible delivery and management – social, economic, environmental**  
The City will ensure facilities are delivered and maintained in a socially, economic and environmentally responsible manner.
- **Sustainable Clubs and Facilities**  
The City is committed to sustainable clubs and facilities by working in partnership to fund, construct, maintain, renew and activate (leasing/booking/programming) facilities via a consistent and justifiable method to ensure maximised use.
- **Shared use, Multi-Purpose**  
The City will plan, support and encourage multi-functional/flexible/co-located facilities (shared use) where practical, to ensure facilities are operating efficiently and at maximum capacity.
- **Standards of provision – "Quality facilities"**  
The City will plan, develop and support the construction, maintenance and renewal of facilities across the City via a consistent, justifiable and transparent method e.g. pavilions, changerooms/canteens, playing surface, lights, storage, fencing, amenities etc.





## TRENDS &amp; ANALYSIS

## Document Review and Trends

### Strategic Context

The City of Busselton Strategic Community Plan 2017 (reviewed 2019) is the overarching plan guiding all of the City's activities. It sets out the community's visions, aspirations and objectives as well as strategies that Council will pursue in support of the objectives. The City's Corporate Business Plan (2019-2023) is a four year corporate planning tool informed by the Strategic Community Plan and acts as an implementation guide to the City's priorities. The SRFS is one of the key initiatives and actions of the Corporate Business Plan and strongly aligns with the following strategic community plan key goal areas, objectives and strategies.

Community Objectives	Council Strategies
<b>Key Goal Area 1 Community</b> welcoming, friendly, healthy	
1.2 A community with access to life-long health and education opportunities.	A. Explore ways to improve social connectedness and inclusion in the City's community, in particular youth and those who are disadvantaged.
1.3 A community with access to a range of cultural and art, social and recreational facilities and experiences.	E. Create sport and recreation hubs to service local and regional communities.
<b>Key Goal Area 2 Places and Spaces</b> vibrant, attractive, affordable	
2.2 Attractive parks and open spaces that create opportunities for people to come together, socialise and enjoy a range of activities.	B. Develop and maintain rural and suburban parks and playgrounds for the enjoyment of the community.
<b>Key Goal Area 3 Environment</b> valued, conserved, enjoyed	
3.1 Development is managed sustainably and the City's environment valued.	A. Ensure that environmental values are considered as part of land use planning and management. B. Manage the City's carbon footprint through the adoption of environmentally friendly and financially viable technologies and practices.
<b>Key Goal Area 4 Economy</b> diverse, robust, prosperous	
4.3 Events and unique tourism experiences that attract visitors and investment.	A. Continue to promote the City as the destination of choice for regional events.
<b>Key Goal Area 6 Leadership</b> visionary, collaborative, accountable	
6.2 Council engages broadly and proactively with the community.	A. Provide opportunities for the community to contribute to decision making processes.
6.4 Assets are well maintained and responsibly managed.	C. Deliver long term financial planning that helps to achieve community goals and aspirations in a sustainable and affordable manner. D. Develop, maintain and implement asset management plans that maintain community assets at the appropriate standard.

TABLE 1 Summary of strategic community plan key goal areas

### Strategic Framework

The following strategic frameworks and documents have been reviewed to inform the SRFS to ensure recommendations align with state, regional and local considerations and priorities.

#### The State Planning Strategy 2050, WA Planning Commission

This document guides and informs:

- Local community plans, growth plans and local planning schemes and strategies with structure planning and development assessments
- Project approvals through the Government's Lead Agency Framework
- Planning for the coordination of physical and community infrastructure
- Region scheme amendments, regional planning and infrastructure frameworks, regional investments and service delivery programs, and
- Investment proposals into areas and sectors of the State most likely to generate a return in the public interest.



#### The South-West Planning and Infrastructure Framework (2015), WA Planning Commission

This framework is a broad planning document that seeks to guide the future development of the South-West region over the next 20 years. The framework addresses the scale and distribution of future population growth and housing development and identifies strategies for dealing with economic growth, environmental issues, transport, water resources, agriculture, tourism and the emerging impacts of climate change. Importantly, it also provides an infrastructure component that advocates the region's priorities in providing both social and economic infrastructure. It seeks to ensure that growth and development in the South-West is achieved in a way that improves people's lives and enhances the unique character and environment of the region.

#### The Leeuwin-Naturaliste Sub-regional Strategy (2019), WA Planning Commission

This strategy is an overarching strategic land use planning document outlining the Western Australian Planning Commission's (WAPC) approach to future planning and development within the City of Busselton and the Shire of Augusta-Margaret River over the next 20 years.

#### The Draft State Planning Policy 3.6 - Infrastructure contributions and Infrastructure Contributions Guidelines (2019)

These guidelines are a policy document that provides a consistent, accountable and transparent system for infrastructure contributions either as a standard item of infrastructure via the subdivision and development process or where infrastructure costs are to be shared via Development Contribution Plans (DCPs). Local Governments are required to determine their infrastructure

requirements based on the needs of existing and future communities via a Community Infrastructure Plan following consultation with the community. Consideration also needs to be given to the extent to which a DCP can contribute to the funding of the required infrastructure, taking into consideration the capped levy per dwelling that can be imposed. The SRFS provides a robust foundation for the inclusion of sport and recreation infrastructure within the City's Community Infrastructure Plan and DCP's

#### The City of Busselton Draft Local Planning Scheme No. 21

A City of Busselton document that sets out the long term planning direction for the City of Busselton District and provides the overarching strategic rationale for decisions relating to planning and development.

#### The City of Busselton Draft Local Planning Strategy (2016)

This strategy sets out the long term broad planning direction for the whole of the City of Busselton District and provides a strategic rationale for decisions related to the planning and development.

#### Strategic Directions WA Sport and Recreation Industry 2016-2020 (SD6), Department of Local Government, Sport and Cultural Industries (DLGSC)

This strategy has been developed to:

- Provide vision and direction for West Australia's sport and recreation industry
- Increase stakeholder understanding of emerging issues
- Guide strategic planning processes for organisations, and
- Better inform governments of stakeholder aspirations.

To address current and emerging issues in key strategic areas, the strategy identified 13 key challenges for the sport and recreation industry including governance, public open space and urban form, adventure and



outdoor recreation, commercialisation, financial uncertainty, evidence based decision making, participation and affordability and technology. The SRFS considers these challenges as part of the formation of the recommendations.

#### The Geographe Leisure Centre (GLC) Masterplan Findings (2017) and Naturaliste Community Centre (NCC) Masterplan Findings (2017)

This masterplan guides and supports evolving community sport and recreation programs, services, and facility developments over the next 20 years and makes recommendations having regard to current and potential future use. The plan's objectives are to provide the most sustainable solutions for the ongoing financing of the centres' operations, and provide the greatest return on investment to reduce the burden on ratepayers.

#### The City of Busselton Asset Management Policy and Strategy

The strategy outlines the key principles which the City applies to the long term planning and management of its assets to ensure that they are safe, sustainable and meet the needs of the community. The Policy also provides guidance to the asset management strategy (currently under review) for assets owned and directly managed by the City including park and recreational space, buildings and facilities.

TRENDS &amp; ANALYSIS

## Sport and Recreation Trends<sup>7</sup>

As part of the research undertaken for the SRFS an analysis of national sport and recreation trends was undertaken. The Australian Sports Commission have identified six megatrends that impact and influence the makeup of how people will participate in sport and recreation over the next 30 years:

### A perfect fit

As society becomes increasingly time poor, participation is being tailored to meet personal needs. This is largely being influenced by an increased use of online tools and applications to individualise sport. Health, rather than competition, is becoming a major driver for participation in sport.

Within the City of Busseton there has been a significant increase in people seeking personal trainers, 24-hour gyms, yoga, health and well-being studios, running clubs, participation in Park Run, 20-20 cricket and term based activity programs to name a few. The GLC is a leader in the southwest region with the recent installation of cloud connected gym equipment, the 'my wellness app' and

promotion of online fitness challenges. However the GLC, NCC and traditional sports within the District have the challenge of adapting programs, services and forms of the game to keep up with this growing trend.

### From extreme to mainstream

Lifestyle, adventure and alternative sports are becoming increasingly popular particularly with younger Australians, with participation being driven by widespread exposure through digital media. These sports typically involve complex, advanced skills and have some element of inherent danger and/or thrill seeking. These sports are likely to attract participants through generational change and gain a greater awareness via online and social media platforms.

Locally this trend is seen through the increasing popularity of mountain bike trails and increases membership in local Mountain Bike (MTB) clubs, utilization of the City's skate parks and youth precincts, and the increasing popularity of BMX sports and successful events such as Adventure X, Cape to Cape Mountain Bike, Ironman and Ultramarathon events.

### More than Sport

There is an increased focus on the broader benefits derived from participation in sport, including physical and mental benefits, crime prevention, and social inclusion. Sport for children and adults is an effective means of helping to reduce the rising rates of obesity and chronic illness.

The GLC is currently working with Parks and Leisure WA (PLA) and Edith Cowan University (ECU) to better quantify these benefits as there is a significant state and national focus on the greater value of sport and recreation in the community.

### Everybody's Game

The types of sports Australians are likely to play will shift as demographics change. Indicators suggest more people are embracing sport in older age, resulting in the need to cater for senior citizens to enable greater participation. The City of Busseton's demographic is changing and the City's facilities, programs and services as well as the City's clubs, sports



and community will need to be flexible and factor this into forward planning and sport/club strategic planning e.g. modified games including walking netball and walking hockey at the GLC and NCC.

### New wealth, new talent

Population growth in developing countries, specifically Asia, increases athlete competition within the sport landscape. This may result in emerging new sporting markets for television, social media, sports equipment, services and events. At a grass roots local sporting level this trend may not have a great impact to many within the District, however there may be an increased opportunity for talent pathways and representative level competition for the elite local sports person given the proximity to Asia. In addition, the tourism industry may also benefit, through efforts to attract sporting tourists to Western Australia. Ongoing support to the South West Academy of Sport (SWAS) and potential WCE sports talent hub can assist in helping local talent achieve success through their relevant sport pathway.

### Tracksuits to Business suits

Market forces are likely to place pressure on sport in the future drawing athletes away from sports that have lower salary bases. In addition, the administration of sport may transition from community-based organisations to corporate structures as they face increased accountability. The cost of participating in sport is rising and this is a participation barrier for many people. This has the potential to add further pressure on sporting associations and governments to find new ways to keep participating in sport affordable. The importance and impact of the City administered program, 'KidSport' is discussed in Key Area 2 (KA2).

### Carrying Capacity Initiatives

Carrying capacity initiatives lead to an increased use of an existing space. Benefits of such initiatives include, more players being able to be active in an existing sports space, the sports space being accessible for a longer duration (especially in winter), and an increased level of competition being

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played at the facility. Initiatives can include the reconfiguration of a sports space, implementing dedicated seasonal field maintenance periods, installation of new or upgrade of existing irrigation systems, sports surface resilience and water saving initiatives, installation of new or upgrade of existing sportsfield floodlighting, or construction of changerooms.

### Increasing Female Participation

In recent years female participation rates in traditionally male dominated sports such as Aussie Rules and cricket is changing, while football (soccer) is continuing to experience a steady increase. The challenge for facilities and facility providers, especially in regards to older facilities, is the lack of unisex ablutions and changerooms. There are a number of documents developed by national sporting associations detailing unisex

<sup>7</sup> The Future of Australian Sport, Australian Sports Commission CSRG 2013

<sup>8</sup> Women in Sport, Christine May Senior Research Consultant, Chairwoman of Sport, Professor Gail Harkin, RMIT University (August 2019)



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facility guidelines and state and federal governments have now acknowledged this change and the demand it places on facility providers.

Even though popularity has increased, females remain under represented when it comes to participation in sport and recreation. In regards to non-facility barriers, research shows that health, fun and socialising are key motivators for female participation. Inclusive and less competitive environments can increase their engagement with sport and physical activity. The provision of entry level and pathway opportunities to learn skills and gain confidence is important (physical, coaching, officiating, administration)<sup>1</sup>.

**Sporting Hubs and Multi-use**

The single use standalone facility is no longer a broad brush model that is achievable or sustainable. Local government, sporting clubs, groups and associations are challenged to look at the broader community benefit of existing and new facilities. This approach can also lead to a greater connectedness within the community, a greater sense of place, improved service delivery, and greater usage and activation. Multi-use may mean partnering with a number of other community groups to activate leased spaces through hire arrangements rather than constructing a number of single use facilities.

**Sustainability**

There are greater expectations (and opportunities) for sustainable principles to be built into the design and maintenance of sporting facilities. Initiatives to reduce water use on playing fields and buildings, solar panels, smart metering technology, light emitting diode (LED) and cloud based technology for floodlighting control, are key tools that are increasing in use.

**Planning and Design**

Sports facility guidelines and standards change over time meaning facilities should be planned and designed for multi-use and be adaptable to change, including information technology/communications in-build at time of construction, safety and crime prevention requirements (CPTED principles), and consideration for CCTV where practicable.

**The External Funding Environment**

The environment around external funding sources has become increasingly competitive and external funding sources for larger projects are limited. The current key external sport and recreation infrastructure funding opportunities include:

**Community Sporting and Recreation Facilities Fund (CSRFF), WA State Government**

Annual \$12M pool of funds for the whole of Western Australia. As at 2019 this opportunity can fund a maximum one-third of the total project amount over two categories: Major Projects where there is a \$1.5M maximum limit per project, and Minor Projects where there is a \$300,000 maximum limit per project.

**Community Infrastructure Funding – Aus Sport, Australian Government**

\$500,000 contribution maximum, and only one round opened for submissions in 2018. There is current uncertainty when or if future funding rounds will be announced.

**Lottery West and Healthway Grants**

This funding program funds five priority areas: active healthy people (programs), environment, inclusive communities, culture, and innovation. Generally this isn't a funding avenue for sporting infrastructure, and is more suited to the youth, community and trail projects.

**Royalties for Regions**

Funding is strongly aligned to supporting the economic and social development of regional Western Australia, jobs and growth, and initiatives identified in the South West Development Commission's Regional Blueprint. The framework around the Royalties for Regions program was a focus of the Special Inquiry into Government

Programs and Projects in 2018 and has considerably changed since the State Government's Machinery of Government changes implemented in early 2017.

**Australian Sports Foundation**

This is not primarily a funding source but a not-for-profit organisation, with the purpose to raise money for Australian sport and local grass roots projects by utilising a deductible gift recipient (DGR) status to attract philanthropic donations for sports. \$21M of donations were made to grassroots clubs in 2017/18. Grass roots clubs register their projects and then can promote tax-deductible donations to fund things such as facilities, equipment, team travel, junior development pathways, and high performance programs.

Other grants such as Stronger Communities (Federal Government) and other government and non-government grants are more suited to small grass roots level projects, programs and equipment.

Given the increasingly competitive nature of external funding the SRFS recommends resources be allocated to forward planning initiatives that will not only increase the achievability of projects but strategically target external funding opportunities that potentially value add to the project and/or to the City's budget. With this in mind the SRFS has been modeled with the aim for progress to be made without the full reliance upon external funding.

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## Demographic Analysis

The City of Busselton's population is now around 38,926 and is predicted to reach 55,000 by 2030 and over 68,000 by 2050.<sup>9</sup>

Over the past five years the City's annual growth rate has averaged around 3.0%, this is above the averages for the South West Region (2.4%) and Western Australia (2.5%) over the same period. The growth in population is producing some notable demographic changes. The Busselton District has for many years been known as a place to retire or holiday, but between 2009 and 2014, there was an increase in the total population share across all age groups. The current median age of the District's residential population is estimated at 42 years suggesting that pockets within the District have become a place where younger families are settling. The median age varied considerably across the area, from 34 years in Vasse

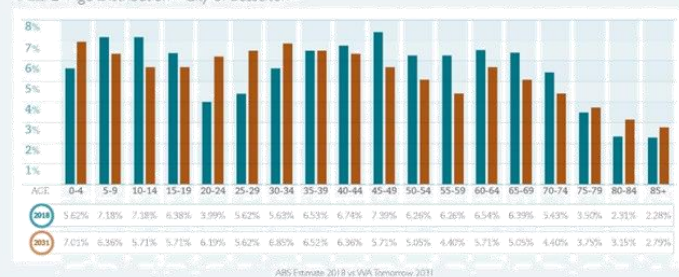
to 64 years in Eagle Bay, and modelling by WA Planning Commission (WA Tomorrow Population Report No. 11 – table 2) forecasts the District's population age demographic to continue to change with a larger increase around the age groups 20 – 49 years along with 0 – 9 years (babies and primary school) and the seniors age group 70 – 84 years.

As well as steady growth the City of Busselton is balancing a higher rate of holiday or second homes in comparison to the rest of Western Australia. In its 2019 strategy for the sub-region, the Department of Planning highlighted that 25 per cent of the City's dwellings were unoccupied at the 2016 census and this

rate was significantly higher than 12% for the State. The report also noted that a large proportion of these unoccupied properties are in the localities of Quindalup 48 %, Yallingup 57 %, Wilyabrup 52 %, Eagle Bay 89 %, Dunsborough 39 %, Yallingup Siding 34 %, Quedjup 46 % and Wonnerup 36 %<sup>10</sup>. It is expected that most of the District's growth moving forward will be accommodated in the areas of Yallingup, Vasse, Newtown, Dunsborough Lakes, and Ambergate North.

The recommendations contained within the SRPS take into account the current and forecast change in demographics. Continual review of this data, along with other key inputs, should be considered through the periodic reviews of this strategy.

TABLE 2 Age Distribution - City of Busselton<sup>10</sup>



<sup>9</sup> WA Tomorrow Population Report No. 11, Busselton LGA, Blandford and South C. Councils.

<sup>10</sup> Age Distribution 2016 to 2031 (ABS 2235 Regional Population by Age and Sex, Australia - Local Government Areas (LGA) 2016) and WA Tomorrow Population Report No. 11, Busselton LGA, Bland C. Councils.

<sup>11</sup> The Department of Planning, Lands and Heritage, Local Government Areas Sub-regional Strategy 2019.

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### Socio-Economic Indexes for Areas (SEIFA)

SEIFA or The Index of Relative Socio-Economic Advantage and Disadvantage, is calculated from a range of responses to the Australian Bureau of Statistics (ABS) Census and is a measure of social-economic conditions in areas on average as a whole. It is known that areas of more disadvantage generally have a higher rate of risk factors for ill health and lower participation in community, sport and recreation facilities.

Although as a whole the City of Busselton is ranked in higher decile (least disadvantaged) the SEIFA Index shows that there are areas within the District with high levels of disadvantage. These areas include parts of Geographe and West Busselton<sup>11</sup>. These areas should be the focus of targeted participation programs in partnership with State Sporting Association's (SSAs), Clubs, Health Providers, Schools and the GLC.

### Disability

In 2018 there were 4.4M Australians with a disability, 17.7% of the population, down from 18.3% in 2015<sup>12</sup>. This can be apportioned to a little over 6,800 people with disability in the City of Busselton. Additionally almost one-quarter of all people with a disability

reported a mental or behavioural disorder as their main condition.

Sport and recreation participation rates are known to be lower than those that do not have a disability or physical condition which strengthens the importance of ensuring facilities and programs are accessible so all residents can have the opportunity to participate. Facility development and programs should refer to the City's Disability Access and Inclusion Plan (DAIP) to ensure the City continues to explore opportunities to remove or reduce barriers to participation.

### Aboriginal Population

The 2016 Census recorded that 1.6% City of Busselton residents (603 people) identified as Aboriginal or Torres Strait Islander. The City of Busselton engages with the regions Wadandi Bibulmun people in its day to day business and through the City's 2019 Reconciliation Action Plan (RAP). Many national sporting organisations have also developed RAPs in order to implement actions with a view to create opportunities and increase participation for Aboriginal and Torres Strait Islander peoples.

There is a recognised gap between the health and wellbeing of Aboriginal and

non-Aboriginal populations in Australia. Aboriginal and Torres Strait Islanders as a cohort generally fall short of the expected indices measuring the wider population health and wellbeing of all Australians.

The City continues to support Aboriginal organisations through partnerships in managing parks, cultural centres and gardens, however any sport and recreation initiatives should reflect the values contained within the City of Busselton RAP.

The City has been engaging with the local people in regards to proposed sport and recreation developments and most recently in regards to the NCC. The outcome of this engagement was for City officers to form a better understanding of the areas of Aboriginal heritage significance that are in close proximity of the existing NCC. It was agreed that the areas for future development should be restricted to areas already disturbed as well as small areas to the north of NCC and to the east and north east of John Edwards Pavilion (JEP).

<sup>12</sup> Australian Bureau of Statistics, Regional Population Growth Australia 2017-18, Cat. 3218/0.

<sup>13</sup> Census of Population and Housing: Socio-Economic Indexes for Areas (SEIFA), Australia 2016.

<sup>14</sup> ABS, Disability Ageing and Carers, Australia: Summary of findings, 2018.

## TRENDS &amp; ANALYSIS

## Participation Trends

The AusPlay Survey (AusPlay) is a large scale national population tracking survey funded and led by Sport Australia and is the single-source of participation data that helps better understand participation in sport.

TABLE 3 Top Activities for WA Adults (AusPlay)

Activity	WA Adults Total	Males	Females
<b>Top Activities in WA (% of Adults participating)</b>			
Walking (Recreational)	41.0%	31.8%	51.3%
Fitness/Gym	34.2%	30.8%	38.1%
Jogging, running and athletics	16.1%	17.5%	14.9%
Swimming	15.4%	13.9%	17.4%
Cycling	12.6%	15.4%	10.1%
Football (Soccer)	5.0%	7.7%	
Yoga	4.9%		8.7%
Golf	4.6%	7.7%	
Basketball	4.1%	5.9%	
Bushwalking	4.1%		4.5%
Australian Football	4.1%	7.3%	
Cricket		5.2%	
Netball			5.7%
Plates			4.7%
Tennis			3.3%
<b>Top Sports Club Activities in WA (% of Adults participating)</b>			
Golf	2.9%	4.8%	1.1%
Australian Football	2.6%	4.8%	
Football (Soccer)	2.2%	3.4%	1.0%
Tennis	2.1%	2.4%	1.9%
Cricket	1.6%	3.1%	
Hockey	1.5%	1.7%	1.3%
Basketball	1.5%	2.1%	0.9%
Netball	1.5%	7.7%	2.8%
Bowls	0.8%	1.2%	
Volleyball	0.6%	0.9%	
Sailing		0.8%	
Swimming			0.7%
Equestrian			0.6%

Note: the blanks in table means no reliable data was available for this activity.

The AusPlay Participation Data 2015-2018<sup>31</sup>, combined with local sport data, provides a robust understanding of trends in participation, gaps, and opportunities in regard to facility provision and programs. Given the SRFS is primarily facility focused, AusPlay data assessed has centered around sport and recreation use around facilities, organisations, clubs, and venues rather than traditional unorganised leisure activities such as walking, running, gym and yoga etc. However, it is important to note the outcomes of this national survey and the insight this data provides on participation given the known health and social benefits of sport and physical activity.

### How active are West Australians?

In 2018-19, 35.5% of Western Australian adults were meeting physical activity and sedentary behavior guidelines and 22% of children (under 15yrs) were participating at least three times per week, down from 24.6% in 2016. From this data it can be estimated that 11,000 adults and 1,700 children at a local level are not meeting guidelines for physical activity and sedentary behaviour.

Table 3 and table 4 reflect participation within the state as a whole and while not solely focused on the City of Busselton, it provides a good platform to maintain the focus on key sporting trends within the City in comparison to state and nationwide trends.

<sup>31</sup> 31 October 2019 Sport Australia AusPlay version: 2015-2018 Data Visualisation

This data indicates there is a significant difference in participation rates between the non-structured activity and structured club sport activity for adults. This can be attributed to a number of factors including:

- People with busier lifestyles have less desire to commit to formal club sport structures. They are increasingly opting to go for a run with headphones, attend a fitness class or a gym workout when the opportunity arises rather than commit to a regular organised sporting fixture.
- Alignment with the megatrend of "A Perfect Fit" (personalised sport for health and fitness) e.g. leisure/ community centre activities such as gym, group fitness, swimming laps and lessons, yoga, Pilates, social court sports.
- The District's unique environment (lots on offer within parks, beaches, tracks and trails) enabling opportunities to walk, cycle, swim, kick/pass/shoot a ball without the need to join a club, and
- Opportunities to offer more personalised and modified formats of sport for adults outside of a tradition seasonal fixture models e.g. Park Run, 3-on-3 basketball, walking hockey, walking netball, local T20 cricket, term and non-term based leisure/community centre programs for adults and children.

While sport governing bodies are aware of these gaps, at the local level, local governments and sporting clubs are constrained by a lack of resources, there can be to introduce modified activities and traditional sporting structures are maintained, and remain the priority, leading to overall reduced participation.

The more traditional team sports lean towards participation in a club environment for children under 15 years, while activities with larger gaps between activity and club activity, such as swimming and dancing, indicate that children are participating in these activities in a more casual setting e.g. lessons (leisure centre, school), casual swimming, beach, private

TABLE 4 Top Activities for WA Children (AusPlay)

Activity	WA Children Total	Boys	Girls
<b>Top Activities in WA (% of Children under 15 years)</b>			
Swimming	27.5%	26.4%	28.8%
Football (Soccer)	12.2%	18.5%	4.7%
Australian Football	10.8%	17.4%	-
Dancing (recreational)	8.1%	-	16.5%
Gymnastics	7.7%	3.2%	13.1%
Basketball	7.2%	8.8%	5.3%
Netball	7.2%	4.4%	15.3%
Tennis	5.8%	6.7%	4.6%
Cricket	5.7%	9.9%	-
Athletics (inc jogging, running)	4.8%	3.9%	5.8%
Hockey	-	3.8%	4.4%
Rugby Union	-	2.6%	-
Dance Sport	-	-	5.8%
<b>Top Sports Club Activities in WA (% of Children under 15 years)</b>			
Football (Soccer)	10.2%	15.4%	3.9%
Australian Football	9.8%	16.3%	-
Basketball	6.1%	7.0%	5.1%
Netball	6.1%	-	12.8%
Cricket	5.2%	8.9%	-
Swimming	4.5%	4.4%	4.5%
Tennis	3.9%	4.3%	3.3%
Hockey	3.8%	3.6%	4.1%
Gymnastics	3.1%		5.2%
Athletics (inc jogging, running)	2.9%		3.1%

Note: the blanks in table means no reliable data was available for this activity.

dance studio etc. and are not transitioning to formal club environments.

The data also highlights parents and guardians of the under 15 year old cohort within the District are facing potential barriers around affordability and time, with traditional club sport relying on parents and volunteers. Coupled with this, people are facing busier lifestyles and less desire to commit and the transition into traditional sport based club activities is becoming less attractive.

State and national sporting associations for the traditional single sex sports are focusing on initiatives around increasing female

participation as such there are opportunities at the grass roots level for increased female participation especially in football (soccer), basketball, Aussie Rules, cricket and netball (increased male participation).

Some sports have already adapted and are embracing modified "fun" versions for juniors (e.g. Auskick, NetSetGo, Hookin2-Hockey, Aussie Hoops) and are generally still captured under a club membership model. Private sport businesses are well established in the dancing, gymnastics areas and emerging in football (soccer) to cater for this more non-club activity.

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TABLE 5 Top 15 Sports/  
Activities City of  
Busselton

Walking (Recreational)
Fitness/Gym
Jogging, running and athletics
Swimming
Cycling
Football (Soccer)
Yoga
Golf
Basketball
Bushwalking
Australian Football
Cricket
Netball
Plates
Tennis

Participation in sport and recreation activities at the state level (AusPlay) align with the City's local data compiled from the recent community survey undertaken to inform the SRFS. Although the survey was not specifically focused on participation, the data from the captive sport and recreation community (501 responses) show that as a District, the City participates in almost 60 different activities. The top 15 listed above in table 5.

Data from the City's main club based sports has been collected in partnership with their relevant state sporting associations and provides a snapshot of club sport participation and trends since 2013 from a sport association level. A summary of the trends are outlined in table 6. Further data is available in attachment 1.

Collecting this data in collaboration with state sporting associations provides an indication of trends across the District and enables clear comparisons of competitive junior and amateur club sport year by year. Sports that have a larger "perfect fit" style of participation such as surfing, cycling, tennis and golf are more challenging to

capture given their participation is not only aligned to a club membership model, but also can be on a more casual basis.

In 2019 Parks and Leisure Australia and the Australian Sports Commission (Aus Sport) advocated for the need to capture credible and quantifiable data from the parks and leisure industry to underpin the funding and development required to build sport and social infrastructure throughout Australia. Australia wide the sport and recreation industry is focusing on more efficiently tracking participation data (through AusPlay). The City of Busselton has an opportunity to play a role at a local level given the known health, social and economic benefits of participating in sport and recreation and the potential external partnership and funding opportunities it may bring. Initiatives and resources to better track, capture and understand participation within the District should be a focus moving forward.

Additional to the club sport data, table 7 is a snapshot of the participation trends at GLC and NCC in regards to learn to swim, fitness and gym.



## TRENDS &amp; ANALYSIS

TABLE 6 Sporting Club Participation Trends

Club Sport	Type of Participation	2013 to 2019 trend	Notes
Basketball	# Registered Teams	⬆️ 40%	
	# Aussie Hoops (individual participants)	⬆️ 208%	
Aussie Rules	# Registered Teams	⬆️ 67%	Does not include teams outside of City of Busselton that play in this Association / competition
	# Auskick (individual participants)	⬆️ 363%	
Netball (Association)	# Registered Teams	⬆️ 14%	2014 to 2019 numbers
Football (Soccer)	# Registered Teams	⬆️ 61%	Does not include teams outside of City of Busselton that play in this Association / competition
Cricket	# Registered Teams	⬆️ 14%	Does not include teams outside of City of Busselton that play in this Association / competition
	# Juniors 5-11yo (individual participants)	⬆️ 61%	
Hockey	# Registered Teams	⬆️ steady	2014 to 2019 numbers. Does not include the introductory version of the game (Hockey 1 for 4)
Lawn Bowls	# Registered club members	⬆️ steady	Members do not include the casual bowler bowls, come try participation
		⬆️ 7%	
Swimming	# Registered club members	⬆️ steady	Participants registered with Swimming WA and Masters Swimming WA
Rugby	# Registered club members	⬆️ steady	Participants registered with Rugby WA
		⬆️ 7%	
Horse & Pony	# Registered club members	⬆️ steady	Participants registered with Pony Club WA
		⬆️ 11%	
Gymnastics	# Registered club members	⬆️ 257%	Event reflects the update in affiliation since the two local clubs registered with Gymnastics WA in 2017/18

TABLE 7 GLC and NCC Participation Trends

Swimming (Learn to Swim)	Average 2016 - 2019		Rate of participation	WA participation rate - AusPlay
# participants enrolled in Learn to Swim at GLC	2377 per year		28%	27.5%
Geographic Leisure Centre (GLC)	2015/2016	2018/2019	Trend	Notes
# participants enrolled in Learn to Swim at GLC	358,259	357,755	⬆️ steady	
# members	1,800	2030	⬆️ 12%	Excludes multipass holders
# participants Teen Fitness Program	Average 31.6 attendees per term		⬆️ steady	Term based youth fitness program delivered since term 1, 2018
Naturaliste Community Centre (NCC)	2015	2019	Trend	Notes
# members	97	194	⬆️ 200%	Excludes multipass holders
# group fitness attendances	9,496	16,940	⬆️ 1278%	

## Targeted Engagement

One of the aims of the SFRS is to identify, investigate and validate the facility needs, as opposed to wants of the community. This was achieved through a broad and extensive targeted engagement program.



### Community Insights Workshops:

In April 2019, four workshops were held with the sport and recreation community within the City of Busselton catchment. Two were held in Dunsborough and two in Busselton. A total of 74 individuals attended the workshops and completed a range of activities that aimed to extract values and views around sporting facilities throughout the District, the key findings were:

#### Strengths

- Clubs and associations are seeing a diverse growth in membership
- There are lots of options and activities throughout the District with a strong local sporting community and culture
- GLC is a key facility for the District, and
- Dunsborough and Districts Country Club, Dunsborough Playing Fields and NCC are key facilities for the Dunsborough catchment.

#### Challenges

- Space to play/activity (not enough)
- Outdated facilities
- Lack of funding (grants and sponsorship)
- Cost of equipment, insurance, and affiliation fees
- Effectively managing a club with increased pressures on volunteers, budgeting, and facility maintenance, and
- Number of volunteers, local government support and collaboration.

#### Solutions/Ideas

- Lighting (improve the existing and light more spaces)
- Centralised online portal for sporting clubs to connect, promote, share (e.g. my community directory), and
- Increased exposure to the broader community (media, community reach, events, initiatives and programs get lost in social media).

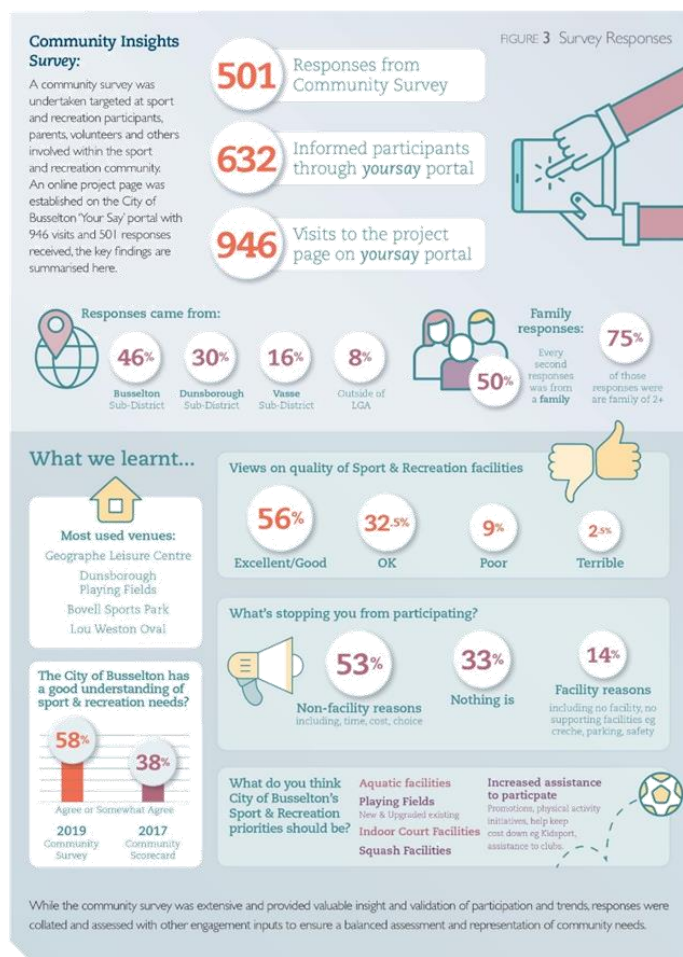
#### Opportunities

- Partnerships with local government
- Shared facilities
- Partnerships with other clubs and sports
- Increased promotion, and
- Hosting more sporting events

#### Movement Mapping

- Participants were asked to identify their key competition and training sporting facilities and detail where their members are traveling from to attend training and competition. Comments and discussion took place around participants' ability to travel more on the weekends for competition and desire to train more in the local catchment during the weekdays.

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**Community Insights  
Sporting Club Meetings:**

Meetings were held with 79 sporting clubs and/or associations within the District and 20 State/National Sporting Associations to understand the local views and issues from a "clubland" perspective to allow informed decisions within the SRFs. A summary of the key themes and findings are as follows:

**Facilities**

- Given the age of facilities and updated sporting facility guidelines, some facilities are no longer fit for purpose
- Clubs and associations are finding it difficult to balance the desire for new facilities and looking after ageing leased facilities that require increased ongoing maintenance and upkeep
- There is a large focus on quality facilities that are fit for purpose and meet sports facility and unisex guidelines.

**Lack of available sports space and storage**

- Dunsborough based clubs highlighted the need for increased spaces to play and train including basketball, netball, football (soccer) and Aussie Rules
- The three swimming clubs based at the GLC raised concerns that they are competing for the same lane space and the ability to deliver programs and maintain membership
- Grass sports in the Busselton sub-district are experiencing challenges in regards to competing uses of available floodlight training spaces
- Basketball as a sport, has highlighted their main priority is an increase in indoor courts throughout the District

**Increase assistance to promote activity/sport**

- Web based promotion of not for profit community sporting contacts, activities and events without having to sift through social media feeds was raised at

a number of workshops

- Individual meetings along with increased signage and promotion of cycle trails, park run course and "open water swimming" courses at the two swimming enclosures

**Administration**

- Increasing administrative duties being placed on clubs and association from their sporting governing bodies, regulatory agencies e.g. liquor, child protection and local government
- Some clubs and associations are having interactions with up to ten different officers within the City of Busselton in order to carry out delivery of the sporting activity

**Volunteers**

- Increasingly difficult to source and retain volunteers and coaches meaning greater demands being placed on the same volunteers
- Parents showing less desire to participate as volunteers, possibly apathy

**Governance and Leadership**

- There is a broad understanding by clubs and associations that effective governance principles are important for the long term sustainability of sports, clubs and association
- Some clubs and associations are further developed than others
- Focus on improving clubs and associations with the City's Club Development program
- Opportunities around collating this knowledge and resource electronically to access when needed

**Improved lighting**

- Fit for purpose lighting that meets Australian standards and sports specific facility guidelines

**Shared Use and Working collaboratively**

- Some clubs within the same sports

## TRENDS &amp; ANALYSIS

have identified that they have grown somewhat fragmented with the majority seeing the benefits in multiuse facilities and increasing partnerships

- A need to be mindful of the practicalities and agreements between multiple groups and multiple sports

**Security of Tenure**

- Clubs raised their desire to have more certainty of tenure over leased facilities to develop long term plans and invest in leased facilities

**Naturaliste Pool Action Group**

- Advocating for increased aquatic pool space within the Dunsborough sub-district to benefit all demographics of the community
- Longer distance for schools and residents in the Dunsborough catchment to travel to GLC
- GLC is at/near capacity with rapid population growth
- Will have social and health benefits and support from local schools
- The group delivered a petition in April 2019 with 1,674 signatures from local residents and have met with City officers to detail their views.

**State and National Sporting Associations**

Meetings were held with various state and national sporting associations and relevant strategic plans and state facility plans were reviewed and considered as part of the SRFs. A list of the documents can be viewed at attachment 2.



## KA1

## KEY AREA ONE

# Sport and Recreation Facility Provision and Planning

In 2012/13 the City of Busselton developed a Hierarchy of Facilities to assist in guiding community infrastructure planning. As the City grows, industry standards updated and community expectations change, this hierarchy will need to be reviewed.



## Hierarchy of Facilities "Standards of Provision"

Best practice leads to the development and review of community sport and recreation infrastructure under a hierarchy of provision, with different levels of service for varying uses, forms, functions and catchment sizes. There is no one size fits all method for the formation of standard levels of community infrastructure provision as such the City has developed a hierarchy with reference to the following guidelines and recommendations:

- Draft State Planning Policy 3.6 - Infrastructure Contributions and Infrastructure Contributions Guidelines (Western Australian Planning Commission, 2019)
- Guidelines for Community Infrastructure (Parks and Leisure Australia - WA, 2012)
- Draft Community Facility Guidelines (Parks and Leisure Australia WA - 2019), and
- Draft Livable Neighborhoods (Western Australian Planning Commission, 2015).

This hierarchical approach, summarised in table 8, has been informed by an analysis of state and local use, trends, future demographics, and analysis of projected use.

The descriptions of open spaces contained in the guiding documents do not match all circumstances, as such categories and descriptions have been adapted for the City of Busselton's local characteristics and contextual setting through an assessment of size, form and function. City facilities may therefore have larger physical catchment areas than those in the metropolitan area but align to similar principles and population catchment sizes for facility provision.

Facilities can also have a dual purpose, and operate to the benefit of a region, district and/or sub-district, depending on the local catchment, structure of the sport/activity and/or the region's competition structure.

For example:

- Barnard Sports Park - serves as district facility for football (soccer) competition and functions as a sub-district facility for mid-week training for clubs in the Busselton sub-district, and
- Bovell Sports Park - hockey is the regional facility for hockey competition and also the District facility for those in the City of Busselton catchment in regards to training, while others outside the City have district or local training spaces i.e. Capel or Margaret River (future training turf).

## City of Busselton Hierarchy of Facilities

### Regional Facilities

Regional facilities are categorised as serving more than one geographical region and are likely to attract from more than one local government area a participant catchment of 75,000 – 250,000 people. Regional facilities serving the City of Busselton District include:

- Sir Stewart Bovell Sports Park - hockey facility
- South West Sports Centre - 50m FINA Olympic Pool
- Hay Park Regional Athletics Centre and Regional BMX Track, and
- Eaton Sports Complex - softball/baseball facility.

### District Facilities

District facilities are categorized as serving the wider district, surrounding sub-districts and communities with an approximate catchment of 25,000 – 75,000 people. District facilities within the City of Busselton include:

- GLC
- Major sports parks that host association sporting competitions: Barnard Park and Busselton Tennis Club, and
- Other facilities that are included in this category due to the structure and the specialised facility requirements of the sport and means more broader catchments, geographical factors e.g. water bodies and emergency service and sporting service requirements e.g. Surf Lifesaving Club.

## Sport and Recreation Facility Provision and Planning KEY AREA ONE KA1

TABLE 8: City of Busselton Hierarchy of Facilities

Category	Facilities within City of Busselton
<b>Regional Facilities</b>	<ul style="list-style-type: none"> <li>&gt; Sir Stewart Bovell Sports Park - Hockey</li> </ul> <p><i>Regional Facilities Outside of the Municipality</i></p> <ul style="list-style-type: none"> <li>&gt; South West Sports Centre - 50m Olympic Pool</li> <li>&gt; Hay Park - Regional Athletics Centre, Regional BMX Track</li> <li>&gt; Eaton Sports Complex - Regional Softball/Baseball</li> </ul>
<b>District Facilities</b>	<p><i>Aquatic</i></p> <ul style="list-style-type: none"> <li>&gt; Geographe Leisure Centre (GLC) - Multi-use centre including Indoor Court Sports (basketball, netball, volleyball), Gym, Group Fitness, Aquatics</li> </ul> <p><i>Sports Parks</i></p> <ul style="list-style-type: none"> <li>&gt; Bovell Sports Park - Aussie Rules, Hockey, Diamond Sports</li> <li>&gt; Barnard Sports Park - Rugby, Cricket, Football (Soccer)</li> <li>&gt; Busselton Tennis Club (BTC)</li> <li>&gt; Lou Weston Oval - Netball, Diamond Sports</li> </ul> <p><i>Other Sport Spaces</i></p> <ul style="list-style-type: none"> <li>&gt; Jindong Park - Southern Capes Motocross Club</li> <li>&gt; Busselton Horse and Pony Club</li> <li>&gt; Yacht Club - Geographe Bay Yacht Club, Dunsborough Bay Yacht Club</li> <li>&gt; Surf Lifesaving Clubs - Busselton SLSC, Smith Beach SLSC</li> <li>&gt; Busselton Kart Club</li> <li>&gt; Busselton Pistol Club (Indoor only)</li> <li>&gt; Dunsborough Districts and Country Club - Mountain Bike</li> <li>&gt; Churchill Park - Harness Racing, Show Society</li> </ul>
<b>Sub-District Facilities (Neighbourhood)</b>	<ul style="list-style-type: none"> <li>&gt; Bovell Sports Park - Aussie Rules, Cricket, Soccer</li> <li>&gt; Barnard Sports Park</li> <li>&gt; Churchill Park - Cricket, Football (Soccer), Croquet, Lawn Bowls</li> <li>&gt; Dunsborough Playing Fields - Aussie Rules, Football (Soccer), Multi-use Courts (Basketball/Netball)</li> <li>&gt; Dunsborough Lakes Sporting Fields (Future)</li> <li>&gt; Dunsborough and Districts Country Club - Lawn Bowls, Croquet, Tennis, Mountain Bike, Golf, Social and Leisure Activities</li> <li>&gt; Golf Club</li> <li>&gt; Naturaliste Community Centre</li> <li>&gt; Lou Weston Oval</li> </ul>
<b>Local Space</b>	<ul style="list-style-type: none"> <li>&gt; Vasse Newtown (Kalooup) Oval - Tennis, Lawn Bowls</li> <li>&gt; Pump tracks - Dunsborough, West Busselton</li> <li>&gt; Other small parklands (POS)</li> </ul>

## KA1 KEY AREA ONE Sport and Recreation Facility Provision and Planning

## Sport and Recreation Facility Provision and Planning KEY AREA ONE KA1

**Sub-District (Neighbourhood) Facilities**

Sub-District facilities are categorized as serving recreational and social needs for a community with an approximate catchment of 5,000 – 25,000 people. Sub-District facilities within the City of Busselton include:

- Golf clubs and sports parks including Dunsborough Playing Fields, the NCC and Dunsborough and Districts Country Club, and
- Local Spaces - facilities that service the recreation needs of the immediate residential population including local public open space (POS), which fall outside of the scope of the strategy, local pump tracks and standalone basketball and tennis courts.

Alongside the Hierarchy of Facilities sits the standards of provision guide for sports parks (attachment 4). This guide identifies the dedicated sport spaces that may be suitable to host other functions e.g. events. The guide factors in Australian Standards and sporting facilities guidelines, and drills down to the level to which each type of location should be developed and upgraded. Embellishments/upgrades may include: level of sports field lighting, changerooms (unisex), clubhouse, kiosk, public toilets, umpires rooms, coaches' boxes, sports field fencing, and level of sportsfield maintenance.

**Category 1**

Category 1 level facilities are classified as dedicated sports spaces that are suitable for senior, masters and junior level of training and competition, including night competition. These locations should be planned to have higher levels of embellishment.

**Category 2**

Category 2 level facilities are classified as sport spaces suitable for senior, masters and junior levels of training and competition. Lighting is generally to training level.

**Category 3**

Category 3 level facilities are classified as sport spaces suitable for training at all levels including masters and junior competition. These sites may also have supplementary functions such as catering for events and overflow parking etc.

**School Facilities**

There is a significant range of school sporting facilities within the District with some utilised under individual arrangements with a local team, club, sport or association. Georgiana Molloy Anglican School (GMAS), St Mary MacKillop College (SMMC) and Cornerstone Christian College (CCC) are three key schools that have a strong presence in local club sport and field their own or

affiliated club teams in the local association fixtures including:

- GMAS: football (soccer), basketball, netball, cricket, hockey
- SMMC: football (soccer), hockey, and
- CCC: football (soccer), basketball.

While some of the sports weekly training load can be undertaken utilising school facilities, there are a number of site and operational considerations that deem school facilities unsuitable for competition.

While Cape Naturaliste College (CNC) is not directly represented in club sport, the City of Busselton has a formal arrangement with CNC allowing access to the City's sporting ovals. Community access is also provided to the CNC sporting facilities via avenue hire agreement. This is a good example of partnerships between local government and owners of sporting infrastructure, and aligns with one of the State Government's DLGSCI key initiatives of implementing shared use within education facilities. Capitalising on the life-long health benefits of participation in physical activity, particularly among children, discussions between the City of Busselton and school community leaders in regards to shared use agreements should be ongoing with a view to enable a balance of out of school hour access and mutual benefits for school and club participants.

## KA1 Action Plan

The actions below will be facilitated by collaborating with community group's peak bodies, and government departments.

**ACTION 1**

**Endorse the hierarchy of facilities model and standards of provision guide for Sports Parks (Table 8, Page 29)**

**How:**

- Endorse and implement.
- Review as part of SRFS review schedule.

**Cost Estimate:**

- Nil

**Justification:**

- Aligns with guiding principles.
- Assists in the development/review/ implementation of a Community Infrastructure Plan and Developer Contribution Plans.
- Ensures sustainable delivery of sport and recreation facilities throughout the District

**ACTION 2**

**Support the planning of priority projects to ensure responsible and quality delivery.**

**How:**

Budget for an annual allocation of funds towards the completion of planning and design studies, business cases and grant applications for priority infrastructure outcomes

**Cost Estimate:**

- Minimum \$100,000 pa
- Years 1 – 10

**Justification:**

- Phased planning of priority projects will allow.
- increased project achievability
- reduced project contingency
- increased ability to secure alternate sources of funding

**ACTION 3**

**Support strong partnerships with other facility providers, peak bodies, and government departments.**

**How:**

- Continue discussions between the City of Busselton and:
- school community leaders in regards to shared use agreements,
- peak bodies ( such as Parks and Leisure Australia ) in regards to facility guidelines, trends and sports specific strategies,
- Government departments such as the Department Local Government, Sport and Cultural Industries and Department of Health in relation to funding for facility developments in the city of Busselton

**Cost Estimate:**

- Nil

**Justification:**

- Aligns with guiding principles.
- Ensures responsible and sustainable delivery of sport and recreation facilities throughout the district, such as the Department Local Government, Sport and Cultural Industries and Department of Health in relation to funding for facility developments in the City of Busselton

KA2

KEY AREA TWO

# Sustainable Sport, Clubs and Associations

The benefits of strong organisations are well known and researched. This key area enables greater participation, increased connection and well utilised, sustainable facilities.



## Sport & Recreation Club Governance

In 2015 the City of Busselton funded a part-time Club Development Officer to assist in building the capacity of the City's sporting clubs and association volunteers through the delivery of localised training, support and advice. Practical and educational tools and resources continue to be promoted, and regular delivery of group workshops and localised advice has made a significant impact. By the end of 2019 13 workshops involving 200 participants were held, with a total of six plans developed.

Despite this take-up, as part of the SRFS targeted engagement, 55% of the District's sporting clubs and associations indicated they still do not have effective governance practices and systems in place. This includes clubs and associations not having up-to-date club/sport strategic plans, volunteer plans, risk assessment/management processes, or sinking funds for asset renewal.

Club development remains a key area of focus and the City recognizes this by continuing to support sports, clubs and associations to develop strategic plans and develop sustainable club practices. One of the key findings of the SRFS targeted engagement was the community's desire for increased support and assistance for club committees. This aligns with the Institute of Community Directors Australia (ICDA) NFP Governance Survey 2019, where 38% of Australian sport and recreation organisations indicated they have never participated in governance training, and their priority training need is around governance and fundraising.<sup>16</sup>

The benefits of strong organisations are well known and researched. The Australian Sports Commission Sports Governance Principles<sup>17</sup> advocate strengthening

<sup>16</sup> Institute of Community Directors Australia (ICDA) NFP Governance Survey 2019

<sup>17</sup> Sports Governance Principles, Australian Sports Commission 2012

structures that support good leadership and decision-making, and ensure sound and effective governance. Governance is the system by which sporting organisations are directed and managed. It influences how the objectives are set and achieved, spells out the rules and procedures for making decisions, and determines the means of optimising and monitoring performance, including how risk is monitored and assessed.

Governance involves three key areas:

- How sporting clubs and associations develop strategic goals and direction
- How the committees of sporting clubs and associations monitor their performance to ensure it achieves these strategic goals, has effective systems in place, and complies with its legal and regulatory obligations, and
- Ensures that the committee acts in the best interests of their members.

However, the development of clubs and sports off the playing field is not the sole responsibility of local government. Numerous state sporting associations have a broad range of capacity, skills and appetite

for club development within the District and the City continues to encourage a partnership approach in this regard.

Implementing and maintaining good governance practices at a local level leads to more consistent decision making, promotes confidence and engagement with organisational stakeholders, and ensures the organisation meets its legislative responsibilities. This approach not only helps organisations grow, become sustainable and successful, but also assists in achieving well utilised and sustainable facilities.

## Recognise and Support Sporting Talent

Recognition and support for the District's home grown sporting talent competing at a state, national and international level is an important initiative that celebrates upcoming sporting role models within local clubs and provides accessible talent pathways and significant social and community benefits. The South West Academy of Sport (SWAS) and Busselton Rising Sport Star Awards (RSSA) currently provide programs and events aimed at the recognition and support of local sporting talent.

The SWAS is designed to enhance training and support at a local level for up-and-coming athletes pursuing sporting excellence. It reduces the burden of travel to the metropolitan area for those already aspiring to the elite level of sport, and creates new opportunities for future champions. As at 2018/19, the City of Busselton had the greatest representation of elite athletes at the SWAS at 20% in comparison to other local government areas. The City of Busselton has supported SWAS through funding and in-kind agreements, and initiatives to strengthen this partnership would be of benefit to the District's sport and recreation community.

The annual Busselton Rising Sport Star Awards is a community run event that aims to celebrate local grass roots sporting achievements and emerging talent. The event has been running since 2008/09 through a group of dedicated volunteers and commercial sponsorship arrangements. There is an opportunity to provide further support to this event to ensure its ongoing success.



Sustainable Sport, Clubs and Associations KEY AREA TWO KA2



## KA2 KEY AREA TWO Sustainable Sport, Clubs and Associations

**City of Busselton Policies, Practices and Programs**

A number of the City of Busselton's policies and practices have an influence on the operations sport and recreation clubs. From the seasonal hire and allocation of sporting grounds, courts, and pool lanes, to the leasing of clubhouses and buildings a consistent approach to sport and recreation organisations throughout the District is vital to ensure realistic, transparent expectations of lessees and facility users and hirers.

**Assistance to Participate**

Through the SRFS targeted engagement, clear feedback indicated the need for "increased assistance to participate" and "increased assistance to promote activities". There was praise for programs such as KidSport and the City of Busselton's initiated club development work. Feedback identified gaps in provision of low cost physical activity initiatives by the City. City promotion of clubs and the sport and recreation activities they provide, and initiatives to keep costs down (for parents, participants and clubs).

KidSport is a State Government initiative that the City of Busselton administers on their behalf. It enables children with a valid health care or pensioner concession card living within the District to participate in community sport by offering financial assistance of up to \$150 per calendar year towards club fees. The program has had a significant positive impact within the City of Busselton and over the past four years with just under 2,200 vouchers having been awarded with 70% of these children participating at the sporting club for the first time. The program provides significant opportunities for increased participation to grass roots sports and with an approximate annual value of \$75,000, it is vital this funding program continues.

There are significant benefits of physical activity programs and initiatives that



align to sporting industry megatrends. Local governments throughout the State play varying roles in increasing physical activity in this way. This may be through the creation of environments and opportunities for activity and active living, or delivering initiatives to meet local needs. This style of modified program is being promoted by various agencies such as the Department of Health, and modified games are being promoted by state and national sporting associations as a possible opportunity to get more people active. Initiatives and opportunities should ideally be investigated further to identify current programs, gaps and partnerships within the City of Busselton.

Promoting the range of sport and recreation programs delivered throughout the District was identified by clubs as a current issue and priority need for assistance. Promotion of not-for-profit community sporting contacts, activities and events without having to sift through social media feeds was raised at a number of

workshops and individual meetings as part of the SRFS targeted engagement. This is a common theme throughout the region for sport and community groups, which led to the Capes Regional Organisation of Councils (CapeROC). Supporting and launching the 'My Community Directory' for a two year trial from December 2019.

**Capacity at the City's Leisure Centre**

The model of operation of some of the City's sporting clubs and associations tends to exacerbate capacity issues at the City's main recreation centre (GLC) particularly in the aquatic space. Four different clubs all competing for water space in a restricted flexible water space environment leads to inefficiencies for all clubs and also the City's administration of this facility. Whilst improving the availability of flexible water space for the whole community is vital, clubs can also play a role in improving the current carrying capacity of the venue by reviewing their organisational structures and models of operation.

## Sustainable Sport, Clubs and Associations KEY AREA TWO KA2

**KA2 Action Plan**

The actions below will be facilitated by collaborating with community group's peak bodies, and government departments.

**ACTION 1** Support sports, associations and clubs to develop strategic plans and sustainable governance practices**How**

- Continue to deliver educational programs and professional club support through the Club Development Officer Position.
- Apply for 2020 DLGSCI Every Club Funding to continue club development and governance programming.

**Cost Estimate**

- Operational \$20,000 pa external funding

**Justification**

- Over half the clubs within the District have indicated they do not have effective governance practices and systems including strategic plans, risk assessment plans, asset maintenance plans, sinking funds or have volunteer plans.
- Significant uptake of club development programs delivered by the City's Club Development Officer.
- Significant uptake of KidSport program

**ACTION 2** Acknowledge home grown sporting talent within the District**How**

- Continued support of the annual Busselton Rising Sport Star Awards that recognise the achievements of young sports people in the City of Busselton, aged between 13 and 18 years

**Cost Estimate**

- \$3,000 to \$5,000 pa
- Consideration for annual funding and in-kind support

**Justification**

- Recognition of local sporting talent is an important part of the City's sporting community culture.
- The event is community managed and has relied on private sponsorship since its inception.
- Consideration for funding, and/or in-kind support towards the annual awards.

**ACTION 3** Support South West Academy of Sport's delivery of local programs for sporting talent within the District**How**

- Provide annual funding and in-kind support for SWAS delivery of programs and continue to assist in developing initiatives that improve and value add to service delivery for athletes within the District.

**Cost Estimate**

- \$10,000 pa
- Annual funding and in-kind support

**Justification**

- Recognition of local sporting talent is an important part of the City's sporting community culture.
- Provide accessible talent pathways at a regional level with an aim to reduce burden of travel to metropolitan area.

KA2 KEY AREA TWO Sustainable Sport, Clubs and Associations

**ACTION 4** Implement a web based system that assists in the collection and promotion of sport, recreation and leisure clubs, and activity providers

How

Continue to support the CapeROC led implementation of the "City of Busselton - My Community Directory" web portal to assist in the promotion of sport and recreation activities/services and contact details for clubs throughout the City of Busselton and Augusta Margaret River regions

Cost Estimate

- \$15,000 pa Currently funded for two years (2019/20 and 2020/21) through CapeROC. Funding for this project beyond 2020/21 to be considered in Council's annual operation budget deliberations

Justification

- Assistance to participate and promote sporting clubs, activities and programs was a need identified through targeted engagement.
- The portal will be a key advertising and promotional tool for sporting clubs contact details, community sporting events and sign-up days etc.
- The platform has the ability to also reduce ongoing operation cost of paper based directories, and provides efficiencies in managing the database of sport and recreation contacts.

**ACTION 5** Investigate opportunities and initiatives to provide greater assistance to participate

How

- Partner with health and sport agencies to undertake further investigation into the participation of residents' recreation in particular the areas of lower participation.
- Look at providing low cost modified programs to increase opportunities for participation across the City of Busselton e.g. walking netball, Man v Fat.

Cost Estimate

- Nil

Justification

- Participation in physical activity, particularly among children, supports a number of life-long benefits and is one of three key elements (along with improved nutrition and healthy lifestyle choices) in the overall preventive health strategy readily adopted by governments and health professionals.
- An increase in participation not only has wider health, social and community benefits but can lead to greater sustainability of the City's sport and recreation clubs and facilities.

**ACTION 6** Undertake a review of City of Busselton policies and operational practices that have a direct impact on sport and recreation

How

- Assist in the reviewing relevant policies and practices that may include:
  - Non-exclusive commercial use of City land
  - Council property - granting of access to public venues
  - Sponsorship
  - Rails to Trails
  - Leases of City land and buildings
  - Building insurance policy

Cost Estimate

- Nil

Justification

- Consistency in the approach with sport and recreation organisations throughout the District is vital to ensure realistic, clear and transparent expectations of lessees and facility users and hirers.

Sustainable Sport, Clubs and Associations KEY AREA TWO KA2

**ACTION 7** Undertake an operational review of aquatics usage at the GLC

How

City officers liaise with aquatic clubs and key stakeholders to identify opportunities and efficiencies around squad, sport and club utilisation of space.

Cost Estimate

- Nil
- See above

Justification

- The GLC currently has a range of aquatic space users, hirers and stakeholders that utilise the 6 lane x 25m indoor and 8 lane x 25m outdoor pools:
  - :: 4 swimming clubs,
  - :: Water polo club
  - :: Underwater hockey club
- As well as learn to swim program, group fitness programs, allied health providers and casual users and members.
- Efficiencies in programming, delivery and administration of this space can lead to significant increases in carrying capacity and targeted participation programs.

**ACTION 8** Investigate and implement initiatives at the GLC and NCC that align and capitalise on the megatrend of a perfect fit

How

Investigate, implement and/or develop business cases for initiatives that capitalise on the desire to participate in a flexible environment, tailored to meet personal needs.

Cost Estimate

- Nil

Justification

- Recognise the sport megatrend of "a perfect fit" and participation trends (activity vs club activity) in guiding programs and operational decisions that lead to an increase in physical activity and use of the GLC and NCC.

**ACTION 9** Continue to support the attraction of key sporting events to the region and investigate new sporting event opportunities such as masters sports, watercraft, health and wellbeing

How

- Maintain funding towards sports event sponsorship to be within the City of Busselton.
- Work with the City stakeholders to identify key sports, events and opportunities to target.

Cost Estimate

- As per existing annual budget

Justification

- Sporting events in the City of Busselton also play a part in capitalising on the City's unique location, environment, industry and assist in continuing the vision of being the Events Capital of WA. There are significant direct economic benefits when key events are targeted and supported.
- Opportunity for future multi-use sports fields to be designed to allow for multiple grass playing fields within the District.



## KA3

## KEY AREA THREE

# Sports Facilities Needs Analysis and Future Requirements

A comprehensive District level strategic review of sport and recreation facilities ensures investment into sport and recreation infrastructure and service delivery is well planned, resourced and meets the needs of the community now and into the future.



## Sport and Recreation Facility Provision Analysis

The SRFS was developed as a document to guide the development of sport and recreation infrastructure within the City of Busselton. Facilities identified are primarily City of Busselton controlled, leased facilities or facilities run by not-for-profit clubs and associations. There are a number of private and school facilities within the District however these have only been included in the assessment of facilities on a case by case basis subject to suitability, sport standards, and surety of public access. The following analysis has considered the following inputs:

- Guiding principles, guidelines, industry studies, trends and data
- Aligned to 'Guiding Principles'
- Targeted engagement
- State and National Sporting Association strategic plans, standards of provision, facility guidelines
- Industry guidelines for sport, recreation and community facilities
- Sport Australia's State and National AUS Play Data (Participation Data)
- Local participation data and trends
- Demographics and future population trends, and
- WA Country Health Services South West Health Profile.

The following provides a summary of the key sports, activities and facilities and an assessment to whether the current provision is under, meets or exceeds the recommended provision for a City of the size of Busselton

A detailed summary of current and recommended facility provision is tabled in attachment 5.

## Aquatic Facilities and Indoor Sport and Recreation Centres

The GLC is a district level aquatic and indoor sport and recreation centre providing aquatics, gym, fitness, and indoor court facilities for a range of sports and activities. Over the years a number of redevelopments have been undertaken with the aim to increase the Centre's carrying capacity, energy efficiency and functionality including the gym and fitness areas, café and reception hall. The Geopraphe Leisure Centre Masterplan 2017 details a number recommendations with the focus aimed at sport spaces and other opportunities within the Centre. The provision of infrastructure aligns with the level of provision recommended for a city of its current size.

### Fitness and Health

The GLC has an upgraded 400m2 gym, group fitness rooms, health suites and café. There are opportunities to investigate programs and initiatives that align with key health benefits and sport and recreation megatrends, these recommendations are detailed in KA 2. The provision of infrastructure aligns with the level of provision recommended for a District level facility of its current size.

### Aquatics

The GLC indoor and outdoor water spaces are serviced by two sets of plant and heating equipment. Due to the design of the indoor water space, programmable space is limited and increasingly difficult to cater for multiple users with very differing needs, e.g. water temperature conflicts between lap swimming and learn to swim. The current indoor water space is not reaching its maximum potential when trying to be both a lap pool and a program pool. The participation in swimming activity for children aligns with the state participation rates (Aus Play Participation Data 2015-2018) and aligns

## Sports Facilities Needs Analysis and Future Requirements KEY AREA THREE KA3



with the level of provision recommended for a city of its current size.

In addition, the District has a unique swimming club environment that sees three swimming clubs and one swimming activity provider (for women participants) all competing for similar lane space, members, volunteers and coaches. This compounds the conflict between lap swimming and programmable space.

### Indoor courts

The GLC has three indoor courts and the NCC has one indoor court. Basketball are key users of the GLC and NCC indoor courts and the sport is the key driver behind the need for an increase in court space through the District. Although indoor courts are used by a multitude of sports and activities including volleyball and netball, the key data and insights have focused on competitive association basketball as they are the primary users of these facilities.

Basketball WA (BWA) undertook a facilities strategy in 2015, which was reviewed in 2019 to assess the provision of indoor and outdoor courts throughout the South West region. This strategy identified that the region is well supplied with courts for training and competition. As part of a 2019 review, BWA now indicate their preference for a district

basketball association to have access to a 6-8 indoor court facility for competitions. This is in conflict with the sport and recreation industry (PLA WA) guidelines that currently state four plus courts are suitable for a district facility. Any future development of courts within the district should take into account association and industry peak body guidelines, however should also take into account local district factors that may influence provision which may not align with those aforementioned guidelines.

BWA have also introduced the principle of programming capacity. This aims at setting a benchmark for the dedicated court hours available to basketball over the peak hours of the week. BWA propose that peak hours are Monday - Friday 4pm - 10pm and Weekends 9am-6pm and the benchmark for dedicated basketball use is 80% during these hours.

The Busselton Basketball Association (BABA) utilises the courts at GLC and NCC throughout the summer season and have a local needs approach to scheduling competitions especially in regards to early afternoons to cater for school drop offs and volunteer availability, limiting late evenings and limiting weekend competition due to the competition and talent pathway of the sport in the south west (regional carnivals and representative

## KA3 KEY AREA THREE Sports Facilities Needs Analysis and Future Requirements

squads). BABA is continuing to work with the City to maximize weekly programming capacity and there are further initiatives for the upcoming seasons. BABA have a desire to align with BWVA's guidelines for centralised competition hub and this would assist with increasing participation and also sourcing and scheduling of volunteers, referees and court coordinators to run the competition.

The NCC is a multi-purpose centre in the Dunsborough sub-district. It aims to provide opportunities for indoor sporting, recreation, leisure, hall hire, childcare, library and community/social services. The centre is well utilised by a number of users which has led to an increase in conflicting uses and activities. There are opportunities to investigate partnerships with other facilities within the Dunsborough sub-district to alleviate these pressures.

The indoor courts at the GLC and NCC are multi-use and are utilised in school holidays for vacation care programs. These programs play an important role within the community. Due to the State Government's legislative requirements for vacation care/child care providers, access to courts needs to be restricted causing clashes with programmed sporting activities. Given these

legislative requirements, a dedicated multi-purpose area, especially at NCC, should be investigated as this can ensure indoor courts have a more dedicated multi-sport focus.

### Sporting Reserves

As detailed in KA1, sport spaces can be categorised depending on size, form and function. The City of Busselton has a number of district, sub-district and local sport spaces. Analysis undertaken as part of the SRFS development indicates a current undersupply of playing fields in the Dunsborough sub-district. In the Busselton sub-district it has been identified that the smaller size of the second and third fields at Sir Stewart Bovell Sports Park limits the capacity of these ovals and in the Vasse sub-district, the lack of sportsfield lighting and changeroom amenities is limiting the carrying capacity of these sports spaces.

Barnard Park is an important district facility for rectangle sports (rugby and football) and cricket; however due to the increase in Barnard West's dual use as a regional event facility there is a greater need to maintain Churchill Park, Lou Weston Oval and Sir Stewart Bovell Sports Park (southern fields) as key playing fields at a sub-district level.



Given the City's population growth, current facility provision and usage, there is a need for additional sub-district playing fields in the Dunsborough sub-district, and additional district and sub-district playing fields in the Busselton sub-district by 2030. Investigations into the development of Sir Stewart Bovell Sports Park as a sports talent hub needs to be undertaken to detail how this will cater for current and future needs of the district, sub-district and region.

### Australian Rules Football (Aussie Rules)

Research and data indicate there is a current under supply of playing space for Aussie Rules within the Dunsborough sub-district. The creation of an additional dedicated winter season playing space will allow the sport to meet current and future needs. There are also opportunities to activate the playing fields in the Vasse sub-district to allow greater Aussie Rules use for all ages.

In 2019 Aussie Rules clubs within the City of Busselton undertook a strategic planning program to guide the 'on and off' the field development of the sport throughout the district and are looking to guide competition structure, talent pathway and support facility improvements via the City's hierarchy of facilities. (See Table 8)

### Little Athletics and Running Clubs

There are currently a number of formal and informal running clubs throughout the District including weekly Park Run with an average of 65 runners per week (as at December 2019). The nearest Little Athletics centre is located in Margaret River (grass based) with the regional association based in Bunbury (synthetic track). There will be an opportunity to cater for a grass based little athletics centre within the District as the population grows. This may be best suited within the Dunsborough sub-district and

would be a district-level facility serving the whole of the City of Busselton.

### Football (Soccer)

In 2019 the Leewind Naturalists Junior Soccer Association and its member clubs, Busselton City Football Club, Geographie Bay Football Club and Dunsborough Towners Football Club commenced strategic planning to guide the 'on and off the field' development of the sport throughout the District and are looking to guide competition structure, talent pathway and support facility improvements via the City's hierarchy of facilities. There is a current undersupply of playing space for football (soccer) in the Dunsborough sub-district and facilities in the Vasse sub-district can be better utilised through the construction of lighting and amenities.

### Hockey

In 2019 the Busselton Hockey Club and its member clubs undertook strategic planning to guide the 'on and off the field' development of the sport throughout the District and are looking to guide competition structure, talent pathway and support facility improvements via the City's hierarchy of facilities. The association upgraded the turf playing surface in 2019 and will be upgrading lighting infrastructure in 2020. Additional playing facilities for hockey are not recommended at this time as the current number of facilities aligns with the provision recommended for a city of its current size.

### BMX Sports

There are two BMX clubs based in Cowaramup and Margaret River with the regional BMX facilities based in Bunbury. As the population grows there will be an opportunity to cater for formalised BMX facilities in future reviews of the SRFS. Additional playing facilities for BMX are not recommended at this time as the current number of facilities aligns with the provision recommended for a city of its current size.

## Sports Facilities Needs Analysis and Future Requirements KEY AREA THREE KA3



### Diamond Sports (T-ball, softball, baseball)

The current provision of facilities will meet current and future participation in the sport. There is a historical lack of cohesion between the three codes throughout the state and more broadly nationally; however partnerships between these complementary sports should be a local priority for long term sustainability. Additional playing facilities for diamond sports are not recommended at this time as the current number of facilities aligns with the provision recommended for a city of its current size.

### Gymnastics and Dance

Gymnastics is provided for through two commercial providers in Vasse and Busselton and since affiliation with Gymnastics WA, there has been steady participation rates within the District. Gymnastics WA has an extensive club development program and talent pathway. There may be opportunities for partnerships between these providers and Gymnastics WA to provide modified programs at the GLC and NCC. A number of commercial dance providers are catering for this activity throughout the District and will look to benefit from the performing arts facilities being constructed in Busselton.

### Tennis

In 2019 the City of Busselton and the Busselton Tennis Club upgraded club facilities and increased the number of courts to twenty-seven; fifteen grass, and twelve hard courts. Combined with the Dunsborough and Districts Country Club facilities, tennis facility provision meets current and future needs. Neighbourhood level courts at Holgate Reserve Courts in the Busselton jurisdiction, Dunsborough Courts in the Dunsborough sub-district, Kaloop Oval in the Vasse sub-district, and other stand-alone courts provide suitable provision at a local level and should not be further developed. Additional playing facilities for tennis are not recommended at this time as the current number of facilities aligns with the provision recommended for a city of its current size.

### Rugby

Analysis indicates current facility provision meets the needs of the District. An increasing focus from the state sporting association at a junior level may see an increase in participation over the next five years however current facilities and future multi use facilities will cater for this potential growth. Additional playing facilities for rugby are not recommended at this time as the current number of facilities aligns with the provision recommended for a city of its current size.



## KA3 KEY AREA THREE Sports Facilities Needs Analysis and Future Requirements

**Cricket**

Busseton and surrounding regional clubs will undertake strategic planning in 2020 to guide the on and off the field development of the sport. The sport is looking to guide competition structure, talent pathway and support facility improvements via the City's hierarchy of facilities (see Table 8, page 29). This planning process has good support from the state sporting association. Turf wicket facility maintenance and upgrade will be an item to investigate further in 2020 as part of this process. While the current number of facilities is above the provision recommended for a city of its current size, there are strategic benefits in any future developments aligning cricket facilities with rectangular grass sports.

**Cycling**

There are currently a number of formal clubs and informal riding groups throughout the District including regular races and events hosted by various clubs. Cycling clubs spend the majority of weekly training rides and races on local roads and bike path infrastructure throughout the District however there are ongoing concerns in regards to the safety of junior and novice riders. Multi-use of internal park roads as closed circuit cycling tracks is one cost effective and sustainable solution to be considered in future development where practical<sup>19</sup>.



Mountain biking as a sport and recreational pursuit is a growing activity within the south west and the City's unique environment with already well established tracks and trails, attracts participants from inside and outside of the District. Local user groups and clubs continue to be involved in trail maintenance and development in line with the Western Australian Mountain Bike Management Guidelines and Trails Development Series.

**Lawn Bowls & Croquet**

Research indicated there is still significant capacity for both sports through the two lawn bowls and two croquet clubs within the District. Future opportunities for these sports include increasing the carrying capacity and participation by strategically installing sports lighting. Clubs will need to be mindful of upgrading ageing infrastructure and should ideally establish funds to go into a sinking fund to enable upgrades to be financed when the need arises.

Given the capacity at the two existing lawn bowls clubs (Busseton and Dunsborough) and other provision at lifestyle villages further facility development for bowls and croquet is not recommended as it is currently aligns with the level of provision recommended for a city of its current size.

**Golf**

There are three golf courses within the District which meets current and future needs. The development within existing golf courses should be focused on the long term sustainability of the clubs, strategic partnerships with complimentary sports, and investigating diversified offering of services. Further facility development for Golf is not recommended as it above the level of provision recommended for a city of its current size.

**Squash**

There are no public squash courts within the District. The Busseton Squash Club currently operates from the Sebel Hotel on a year-by-year agreement, over a restricted access window of 16 hours per week. The club has a healthy regular membership base and hold two regional competitions per year that attracts local players and others from outside of the region.

Discussions to progress a partnership arrangement between Busseton Golf Club and Busseton Squash Club, commenced in 2019, where an opportunity was identified to rebuild two existing courts that are currently being utilised as storage areas near the existing pro shop. This is a partnership opportunity the City could support to facilitate new squash facilities and increase the sustainability of the golf club.

**Surf Lifesaving, Watercraft sports (yachting, surfing, stand-up paddle, outriggers, dragon boats, windsurfing)**

Surf Lifesaving within the District is provided by the Busseton Surf Lifesaving and Smith Beach Surf Lifesaving Clubs (SBSLSC). The clubs provide important surf sports, water education and emergency responses for key beaches within the

District during the regular patrolling season. SBSLSC currently operate out of facilities set 1.9km from Smith Beach. Beach side storage and facilities would enable increased capacity for membership and the ability to patrol the beach during the summer season. Professional lifeguard services are co-funded by the City of Busseton, Surf Lifesaving WA and the State Government, and provided by Surf Lifesaving WA at Smiths Beach, Yallingup, Meelup and Bunker Bay.

The two yacht clubs and other water craft sports have opportunities to continue to develop partnerships to ensure multi-use and the sustainability of all groups. The Dunsborough Bay Yacht Club (DBYC) has advised that it has been approached by other water-based sporting groups such as the Indian Ocean Board Riders and the local paddle boarding club, in relation to co-location and potential shared use of club facilities. The DBYC is supportive of co-location, however it is also concerned that the existing club building is already operating above capacity and does not have sufficient area to accommodate the storage of other water-based sport and recreational equipment. Co-location of other sporting bodies is not a priority for the DBYC, although it is acknowledged that there is currently a lack of facilities available in Dunsborough for these other types of activities. For the purpose of comparison, the Geographe Bay Yacht Club (GBYC), servicing the residents of Busseton, has two separate club houses (junior and senior) both of which incorporate storage facilities for equipment. There is also an enclosed outdoor boat storage area. On the whole, the GBYC site has far better capability to accommodate a mix of different water-based sporting activities, including the Geographe Outriggers and Canoe Racing Clubs, as well as the local Recreational Fishing group who are co-located at this site. The development and operation layout of the GBYC site should be considered in terms of assessing how positive precinct expansion might best occur at Quindalup.

**Trails – Walking and Mountain Bike**

There are a number of walking, mountain biking and bridle trails through the District. The trails network has a number of stakeholders, land owners, controlling entities and users groups which can lead to challenges in the use, maintenance and development of these spaces. The Wadandi Track (Rails to Trails Project) has been identified as a priority project for the City of Busseton along with the Meelup Regional Park and trails within Dunsborough and Districts Country Club. The City supports the promotion of the Cape to Cape track and other trails within the region.

In 2019 the Capes Regional Organisation of Councils (CapeROC), commissioned a study into the status of trails across the Busseton and Augusta-Margaret River local government areas that are under their control. The study, Leeuwin Naturaliste Trails Strategy (LNTS), is still in development and will look to provide recommendations on priority trail projects and initiatives to assist in maintenance and promotion. Further facility development for trails should align with the recommendations of the LNTS.

**Harder to Locate Sports - Equestrian, Shooting Sports, Off Road Motorsport**

Over the last 10 years extensive investigations have been undertaken by the City and various clubs to locate and develop sports such as Clay Target, Rifle and Pistol Shooting Sports within the District. SRFS targeted engagement has confirmed that there is still a desire to locate these sports within the City of Busseton, and as such ongoing investigations and assessments should be undertaken.

Horse sports has a stable base of membership, and utilise club facilities, trails and beaches for sport and recreation

based riding. Facility guidelines are largely sporting arena based and safety focused, however the sport has a desire to open up access to more spaces (trail and beaches) for recreation and training use.

Kart and motocross racing within the District are well catered for. Facility guidelines are specifically sporting arena based and safety driven. Consideration should be given to co-locate some of these complimentary sports and disciplines if the opportunity arises.

**Skate Sports, Emerging and Other Sports**

Skating sports are receiving an increased focus from a state and national perspective given the inclusion of skateboarding in the 2020 Tokyo Olympics. The Busseton Skate Park has already hosted the state skateboard championships and there are opportunities at a local level to capitalise further on the competition pathways formalised in 2019.

Emerging sports such as gridiron and lacrosse may become a focus as the population grows and sporting trends change. The focus on developing multi-use spaces will ensure the City's facilities can facilitate this. The SRFS review framework will aim to review these trends and changes ahead of time.

Other sports within the District that have participated in the development of the SRFS include darts, table tennis and badminton. The sustainable direction for these sports is to continue to utilise multi-use facilities to ensure lower overheads and reduced costs placed on participants. This may mean regular hire and access fees but this in lieu of the increased financial burden of standalone leased or owned facilities. Facilities such as GLC and NCC, sporting clubhouses such as Barnard Pavilion, Sir Stewart Bovell Sports Park and John Edwards Pavilion and the City's range of community halls have the ability to cater for these types of activities.

## Sports Facilities Needs Analysis and Future Requirements KEY AREA THREE KA3

## KA3 KEY AREA THREE Sports Facilities Needs Analysis and Future Requirements

## KA3 Action Plan

## Rationale around recommendations

Recommendations have considered the following inputs, guiding principles, guidelines, industry studies, trends and data:

- Aligned to 'Guiding Principles'
- Targeted engagement
- State and National Sporting Association strategic plans, standards of provision, facility guidelines
- Industry guidelines for sport, recreation and community facilities
- Sport Australia's State and National AUS Play Data (Participation Data)
- Local participation data and trends
- Demographics and future population trends, and
- WA Country Health Services South West Health Profile.

KEY TO  
Guiding Principle  
Actions

Project meets  
criteria



Project meets only  
some of the criteria

The actions on the following pages will be facilitated by collaborating with community group's peak bodies, and government departments.



## Sports Facilities Needs Analysis and Future Requirements KEY AREA THREE KA3

RECOMMENDED  
PRIORITY  
1

## Increase sports space within the Dunsborough Sub-District

Lot 40 Dunsborough Lakes Drive (formerly Lot 10 Commonage Road) is City owned land purchased from the Water Corporation, zoned as special use and identified as open space for sport and recreation purposes within the Dunsborough sub-district. The site is strategically positioned with a view to value add to the Department of Education WA land and future primary school site.

## Stage 1

- Construct the Dunsborough Lakes Sports Park (Lot 40 Dunsborough Lakes Drive) to include;
- 2 x 3ha sized playing fields (4 x soccer fields and 2 x cricket fields)
  - 1 x floodlight area (2 x soccer fields)
  - 4 x outdoor multi-purpose courts
  - Cricket nets
  - Pavilion (including unisex changeroom, storage, shade, kiosk)

The site is also suitable for future indoor courts (recommendation 6)  
Includes a reconfiguration of Dunsborough Playing Fields to 2 x full AFL sized sports space

## Stage 2

Construction of an additional playing field (3ha sized) in partnership with Department of Education WA  
Subject to (1a) water supply and progression of a new primary school by Department of Education WA

## Cost Estimate

Stage 1: Playing fields, courts, pavilion	Year 1-4	\$5,100,000
Stage 2: Additional playing fields with primary school	Year 7-10	\$1,200,000

## Justification

## GUIDING PRINCIPLE

• Community consultation identified that additional grass sport space should be one of the City's main priorities	Engagement
• Club consultation identified the existing facilities do not provide sufficient space to meet current demand.	Accessible
• Facilities aim to cater for people of all abilities, and unisex facilities to assist in providing for the growth in female participation in sports such as football (soccer), netball, basketball and cricket.	Responsible Delivery
• Allows for growth of grass and court based sports within the sub-district for sports such as football (soccer), netball, basketball and cricket as well as having the capacity to schedule other grass and court based activities.	Sustainable Clubs & Facilities
• Current sub-district usage ratio's for grass sport (club players/teams per sport space) is up to 1.5 to 2 times more players per grass space than Busselton Sub-District (KA1)	Shared use - Multi-purpose
• Overuse of sports spaces within the sub-district is reflected through the post season condition of playing fields.	Quality Facilities
• Facility has the ability to cater for multi-use - rectangle grass sports, Soccer, Cricket training/competition and Aussie Rules, Netball, Basketball training.	
• Facility provision aligns with industry and state sporting association guidelines, (KA3)	

## Key partners

Community sporting groups, Department of Education WA, Department of Local Government Sport and Cultural Industries, Busselton Water

RECOMMENDED  
PRIORITY  
1a

## Increase the carrying capacity and sustainability of sports field space within Dunsborough Sub District

## Cost Estimate

Source and supply of suitable Non-potable water supply to Dunsborough SD playing fields (if alternative cannot be found)	Year 1-4	\$2,000,000
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Water supply is vital to ensure the ongoing sustainability of the sports spaces in Dunsborough Sub-District is achievable

## KA3 KEY AREA THREE Sports Facilities Needs Analysis and Future Requirements

## Sports Facilities Needs Analysis and Future Requirements KEY AREA THREE KA3

RECOMMENDED  
PRIORITY  
2

## Masterplan the Dunsborough Playing Fields and Naturaliste Community Centre

The Dunsborough playing fields are the only public playing fields within the Dunsborough sub-district and currently is home to Aussie Rules, football (soccer), cricket, an outdoor training venue for netball and basketball and is the location of a stake park and youth hub. The NCC is the Dunsborough sub-districts, community, sport and recreation hub with indoor court, hall, library, group fitness and social service providers all located here. The site, and its surrounds, have significant Aboriginal heritage and the planning of future development needs to be respectful and mindful of this.

## Masterplan the Dunsborough Playing Fields and NCC

- Spatially detail opportunities around:
  - :: Library (consider re-location and provision for admin hub)
  - :: multi-purpose space NCC
  - :: future aquatic space at NCC
  - :: unisex changerooms at JEP
  - :: re-configuration of NCC to cater for future Gym and Group fitness
  - :: provision for Youth Services
- Refocus the use of Naturaliste Community Centre to cater for more Sport and Recreation
- Investigate the relocation of Dunsborough Library to an alternate location, allowing re-purposing of current location
- Reconfigure Dunsborough Playing Field #2 to complement Field #1 and John Edwards Pavilion.

Site has potential to accommodate the long term home base for aussie rules and senior level of the game in Duns Sub-District

- Leisure and social community activities can be focused at Dunsborough District Country Club (see recommendation 3)
- Opportunity to refocus the theme of NCC and Dunsborough Playing Fields
  - :: Recreation/Leisure/Aquatic (NCC) and
  - :: Sport Precinct (Dunsborough Playing Fields)
  - :: Library Community Hub (Dunsborough Playing Fields)
  - :: Community Resource Centre (Dunsborough Playing Fields)
- Due to the Aboriginal heritage site constraints it's not recommended to construct additional indoor courts at NCC. Any redevelopment should ideally focus on Aquatic, Recreation and Youth activities for the Dunsborough Sub-District.

## Cost Estimate

Masterplan of Dunsborough Playing Fields and NCC	Year 1-4	Funded through priority 7
Unisex changerooms at Dunsborough Playing Fields	Year 4-6	\$450,000
NCC Multi-purpose space Upgrade	Year 4-6	\$750,000

## Justification

## GUIDING PRINCIPAL

- Community consultation identified that additional grass sport space should be one of the City's main priorities
- Club consultation identified the existing facilities do not provide sufficient space to meet current demand
- Childcare and external community group room hire is an ongoing need
- Facilities aim to cater for people of all abilities
- Allows for growth of grass based sports, recreation and aquatics within the sub-district. The site has the ability to meet the future demand for senior level of Aussies rules to be played within the sub-district.
- Current sub-district usage ratio's for grass sport (club players/teams per sport space) is up to 1.5 to 2 times more players per grass space than Busselton Sub-District (KA1)
- Overuse of sports spaces within the sub-district is reflected through the post season condition of playing fields
- Facility has the ability to cater for multi-use – Aussie Rules, cricket training, indoor court sports, fitness, gym activities and other sports such as a future little athletics centre for the District.
- Facility provision aligns with industry and state sporting association guidelines (KA3)
- Increase in Library space to 500m<sup>2</sup> was identified in the City's Library Strategy to meet future demand of the Dunsborough Sub-District.

## Key partners

Community sporting groups, Local aboriginal elders, Department of Local Government Sport and Cultural Industries

RECOMMENDED  
PRIORITY  
3

## Partner with Dunsborough and Districts Country Club to maximise the opportunities at this site for Dunsborough sub district

The Dunsborough and Districts Country Club (DDCC) is situated on Crown land that is under a management order with the City of Busselton and leased to the DDCC. The DDCC provides sport, recreation, leisure and social facilities and opportunities to the Dunsborough sub-district.

- Undertake site investigations at Dunsborough and Districts Country Club (DDCC) to detail future development opportunities within the leased area, including flora, fauna, heritage studies and investigations around reconfiguration of golf course including water management.
- Provide a contribution towards the construction of new multipurpose area in DDCC leased area.

## Cost Estimate

Site investigations and planning	Year 1-4	\$50,000
Contribution towards the construction of new multi-purpose area at DDCC	Year 1-4	\$300,000
Total project estimated at \$900,000 and can include DDCC contribution and \$0/\$0 external funding through grants		

## Justification

## GUIDING PRINCIPAL

- Community and club consultation identified the existing facilities do not provide sufficient space to meet current demand. Engagement
- Facilities aim to cater for people of all abilities and age groups. The club has a multigenerational membership approach enabling access to families and people of all ages. Accessible
- Opportunity to meet the future demand for senior citizen, passive recreation, social, leisure style activity while complementing the organised sport activity that caters for a broad range of aged participants within the Dunsborough sub-district (KA1). Responsible Delivery
- Has great potential to attract funding from external partners.
- DDCC's has a strategic view, the funding and desire to assess opportunities for alternate uses of the site and include additional activities, clubs and programs to meet the need of the sub-district. Sustainable Clubs & Facilities
- Facility has the ability to cater for multi-use – golf, lawn bowls, croquet, tennis, mountain bike, social and leisure activities. Shared use - Multi-purpose
- Facility provision aligns with industry and state sporting association guidelines and the principle of sport hubs (KA3). Quality Facilities

## Key partners

The Dunsborough and Districts Country Club (DDCC), Dunsborough community groups, Lottery West and Department of Local Government, Sport and Cultural Industries



## KA3 KEY AREA THREE Sports Facilities Needs Analysis and Future Requirements

RECOMMENDED  
PRIORITY  
**4****Increase carrying capacity of existing sport space within the Vasse Sub District**

The 3.5ha Vasse Playing Fields are situated on Crown land that is under a management order with the City of Busselton and provide formal sport facilities for the Vasse-sub-district. The playing fields currently house Aussie Rules, football (soccer) and cricket. The Kaloornup/Newtown Oval, tennis courts and lawn bowls rink are small local level (neighbourhood) spaces for localised recreation purposes.

- Formulation of Carparking around the Vasse Playing Fields
- Construction of sports field floodlighting to a training level 100/50 Lux
- Construction of Changerooms and Pavilion/Multi-purpose hub for seasonal sporting club use and community use
- Due to the existing facilities within the local catchment and capacity at district and sub-district lawn bowls and tennis facilities it is not recommended to progress with tennis courts or bowling greens within the Vasse sub-district in the next 10 years.

**Cost Estimate**

Carpark (Eastern Side)	Year 1-4	\$180,000
Sports field floodlighting	Year 1-4	\$500,000
Pavilion and Changeroom facilities	Year 4-6	\$1,250,000

**Justification**

## GUIDING PRINCIPLE

- Community sport and club consultation identified that due to the lack of lighting the existing facilities do not provide sufficient space to meet current and future demand within the Vasse sub-district. Engagement
- Facilities aim to cater for people of all abilities and age groups. Accessible
- Floodlighting will increase the carrying capacity of this location and allow 15-20 additional hours of use per week during the winter season. Responsible Delivery
- Carrying capacity initiatives will reduce demand on other district and sub-district locations such as Sir Stewart Bovell Sports Park and allow additional levels of competition to be played at the site, again leading to a more balanced usage at other locations throughout the district. Sustainable Clubs & Facilities
- Population growth within the sub-district has seen grass based clubs significantly grow across all ages. Floodlighting will increase the carrying capacity of this location and allow 15-20 additional hours of use per week during the winter season. Shared use - Multi-purpose
- Facility has the ability to cater for multi-use - Aussie Rules, football (soccer), cricket, other grass sports and pavilion has the ability to cater for these sports as well as other community groups. Quality Facilities
- Facility provision aligns with industry and state sporting association guidelines and the principle of sport hubs (KA3)

**Key partners**

Community sporting groups, Department of Local Government Sport and Cultural Industries, land developers

## Sports Facilities Needs Analysis and Future Requirements KEY AREA THREE KA3

RECOMMENDED  
PRIORITY  
**5****Increase carrying capacity of the District Aquatic Space at Geographe Leisure Centre (GLC)**

The GLC is the aquatic, recreation and indoor sports facility for the whole District, located on Crown land that is under a management order with the City of Busselton. The Centre provides learn to swim, fitness, sport and recreation programs. Parts of the surrounding site has flora and fauna that require further assessment and engagement with the stakeholders if future development looks to encroach on these areas.

- Re-development of the indoor 25m pool by completing a re-configuration of the current learn to swim, beach/play area.
- Undertake operational review of Aquatics identifying opportunities around sport, club, patron usage (KA2).

**Cost Estimate**

Indoor 25m pool redevelopment & program pool	Year 1-4	\$3,600,000
Operational review of Aquatics (KA2)	In progress	Nil

**Justification**

## GUIDING PRINCIPLE

- Community and sport consultation identified that due to the lack of facilities, especially at peak times, there is not the sufficient space to meet current and future demand, for lessons, laps, squads and club swimming. Engagement
- Facility caters for people of all abilities and age groups, learn to swim, walking and rehab and will enable an increase in usage including encouraging new patronage and activities while increasing the accessibility of the 25m pool. Accessible
- The GLC is the aquatic facility for the district. This carrying capacity initiative will increase the number of participants able to undertake activities at their time of choice. This initiative aims to have no net increase in operating subsidy. Responsible Delivery
- The GLC is the aquatic facility for the district. This carrying capacity initiative will increase the functionality 25m pool community asset for casual swimming, dedicated lap swimming, club and squad. Sustainable Clubs & Facilities
- Being a programmable space the facility has the ability to cater for an increase in casual swim, learn to swim, walking, rehab participants and allied health providers while increasing the functionality of the 25m pool will see a reduction in conflicting activities. Shared use - Multi-purpose
- The facility provision aligns with industry and state sporting association guidelines (KA3) for facility development, talent pathways and meets Australian standards, including new chemical disinfection and plant. Quality Facilities

**Key partners**

Community sporting groups, Department of Local Government Sport and Cultural Industries, GLC patrons and user groups

## KA3 KEY AREA THREE Sports Facilities Needs Analysis and Future Requirements

RECOMMENDED  
PRIORITY  
**6****Increase number of Indoor Courts within the District**

The GLC is the aquatic, recreation and indoor sports facility for the whole District, located on Crown land that is under a management order with the City of Busselton. The Centre provides indoor court facilities for court sports and activities such as basketball, netball, volleyball and vacation care. Parts of the surrounding site has flora and fauna that require further assessment and engagement with the stakeholders if future development looks to encroach on these areas.

- Construct an additional 2-3 Indoor Courts at GLC with consideration to include retractable seating and storage. This recommendation is subject to "achievability" investigations at GLC in 2020 in regards to rare flora buffer zones and the community's views around the existing flora and fauna on the site.
- OR
- Within the same timeframe include 2 x indoor courts to the recommended priority 1 project in the Dunsborough sub-district (Lot 40 Dunsborough Lakes) as a stage 2. Noting that this site has the potential to be the location for future indoor courts within the Dunsborough sub-district.

**Cost Estimate**

Increase number of Indoor Courts within the District

Year 4-6

**\$5,200,000****Justification**

GUIDING PRINCIPAL

- Community and sport consultation identified that due to the lack of facilities, especially at peak times, there is not the sufficient space to meet current and future demand.
- Indoor courts at the GLC and NCC are multi-use and are utilised in school holidays for vacation care programs, these programs also play an important role within the community.
- The facility will cater for people of all abilities and age groups, and courts will be have a multi-use purpose for sporting clubs, social programs, schools and other activities.
- The GLC is the indoor sport and recreation facility for the district. In their draft facilities strategy Basketball WA (BWA) indicate their preference for an association to have access to a 6-8 court centre where association activities can operate, while industry (PLA WA) guidelines state that 4 plus courts are suitable for a sub-regional facility.
- BWA is also reviewing their 2015 facilities strategy and are looking to introduce the principle of programming capacity. This aims at setting a benchmark for the dedicated court hours available for basketball over the peak hours of the week. BWA's peak hours are Mon-Fri 4pm-10pm and Weekends 9am-6pm. The draft benchmark is 80% capacity over a total of 48 hours per court per week.
- The GLC in its current form has the potential to be available for BWA's maximum programming capacity and currently has 44 hours of availability for basketball per week and NCC available for 38 hours per week. The Association currently utilises around 22.1 hours at GLC and 14.1 hours at NCC per week, however local factors and competition structures (representative and regional) is a factor in lower programming capacity. There are also opportunities to increase competition capacity through extending opening hours, review of other summer sport competitions and review basketball competition formats.
- The GLC is the indoor sport and recreation facility for the district. BWA advocates for a associations to have access to 6-8 court centre where association activities.
- Currently 198 teams (2019/20 Season) playing in the district's Basketball Association competition.
  - 38 teams from the Dunsborough Clubs (1 Court @ NCC, 138 Dunsborough Sub-District)
  - Remaining teams 160 from clubs in Visse and Busselton catchments (3 Courts @ GLC, 153)
- The facility will cater for people of all abilities and age groups, and courts will be have a multi-use purpose for sporting clubs (basketball, volleyball, netball, and hockey), social programs, schools and other activities.
- The facility provision aligns with industry guidelines and reference the state sporting association guidelines and aspirations for facility development and talent pathways within the district.

Engagement

Accessible

Responsible Delivery

Sustainable Clubs &amp; Facilities

Shared use - Multi-purpose

Quality Facilities

**Key partners**

Community sporting groups, State sporting associations, Department of Local Government Sport and Cultural Industries, GLC patrons and user groups

RECOMMENDED  
PRIORITY  
**7****Support responsible delivery by planning projects effectively**

The majority of the SRFS recommendations are complex, multi-faceted projects. It is vital that preparatory work is undertaken to ensure projects are well planned and delivered efficiently while increasing likelihood of receiving external funding.

- As per KA 1 - provide an annual allocation of funds towards the completion of planning and design studies, business cases and grant applications for priority SRFS infrastructure outcomes

**Cost Estimate**

SRFS Planning, design and business case

Year 1-10

**Minimum \$100,000 pa****Justification**

GUIDING PRINCIPAL

- Stakeholder consultation identified that resources should be allocated in the years preceding priority SRFS infrastructure projects to ensure projects were shovel ready.
- Ensures facility provision caters for people of all abilities and age groups.
- This initiative will allow, increased project achievability, reduced project contingency and increases the potential to secure alternate sources of funding.
- Ensures facility provision aligns with industry and state sporting association guidelines (KA3) for facility development and aligns with the City's endorsed hierarchy of facilities.
- Ensures facilities are planned and designed with shared use and multi-purpose principles in mind.
- Ensures facility provision aligns with industry and state sporting association guidelines (KA3) for facility development and aligns with the City's endorsed hierarchy of facilities.

Engagement

Accessible

Responsible Delivery

Sustainable Clubs &amp; Facilities

Shared use - Multi-purpose

Quality Facilities

**Key partners**

Community sporting groups, Department of Local Government Sport and Cultural Industries

## KA3 KEY AREA THREE Sports Facilities Needs Analysis and Future Requirements

RECOMMENDED  
PRIORITY  
**8****Increase District level sporting facilities**

Sir Stewart Bovell Sports Park is a sportspark owned in freehold by the City of Busseton that plays an important role in providing outdoor sporting facilities for the District. Home to Aussie Rules, cricket, hockey, football (soccer) and diamond sports. The sports park also includes 4ha of land purchased to the south of the park that was acquired to form part of future developments.

- Undertake concept design for a Sporting Talent Hub at Sir Stewart Bovell Sports Park Precinct.
- Staged Construction of Sporting Talent Hub /WCE Training Academy at Sir Stewart Bovell Sports Park Precinct

**Cost Estimate**

Under-take concept design for a Sporting Talent Hub at Sir Stewart Bovell Sports Park Precinct.	Year 1-2	\$50,000
Staged construction	Year 8-10	\$12,500,000

**Justification**

## GUIDING PRINCIPLE

- Community and club consultation identified that additional grass sport space should be one of the City's main priorities and facilities are ageing and do not meet sport guidelines, including unisex facilities.  Engagement
- Up to date facilities aim to cater for people of all abilities, sexes and age groups. While facilities would have the potential to host marquee events such as WAFL/AFLW games, state level hockey events, masters sporting events and carnivals within the District.  Accessible
- The development of this precinct provides an opportunity to meet future demand for sport space within the district and sub-district.  Responsible Delivery
- Allows the City to capitalise on the memo of understanding (MOU) with the West Coast Eagles Football Club (WCE) to develop Sports Talent Hub /Training Academy in the City of Busseton and potential for co-location of complementary education, allied health and complementary commercial opportunities.  Sustainable Clubs & Facilities
- Ensures facility provision aligns with industry and state sporting association guidelines (KA3) for facility development and aligns with the City's endorsed hierarchy of facilities.  Shared use - Multi-purpose
- Development of needed fit for purpose facilities while reducing City and community club funding through commercial partnerships.  Quality Facilities
- Facility has the potential to create a multi-sport club hub a range of shared sporting services within one combined location under a single management arrangement. Multi-use hub 
- Consideration for the inclusion of an internal park road suitable for closed circuit, road cycling for junior/youth and masters age groups, enabling groups to hire on application and without the need for numerous road closures on public roads. 
- Facility provision aligns with industry and state sporting association guidelines (KA3) for facility development and aligns with the City's endorsed hierarchy of facilities. 

**Key partners**

Community sporting groups, State Sporting Associations, South West Academy of Sport, Department of Local Government Sport and Cultural Industries, West Coast Eagles Football Club

## Sports Facilities Needs Analysis and Future Requirements KEY AREA THREE KA3

RECOMMENDED  
PRIORITY  
**9****Increase carrying capacity of existing District and Sub-District sport spaces**

The sports floodlighting throughout the City of Busseton is of varying age and quality and under varying maintenance, scheduling, and operational agreements. There are also a number of existing sports spaces that could be activated with the correct level of lighting.

- Develop a Sports Space Floodlighting Plan to assess current condition of asset and provide a schedule of upgrades to existing and opportunities for lighting of new spaces.
- Implement action plan in line with Sports Space Floodlighting plan and the standards of provision and hierarchy of facilities.

**Cost Estimate**

Develop a Sports Space Floodlighting Plan	underway	nil
Staged construction	Year 2-10	Minimum \$200,000 every 2nd year

**Justification**

## GUIDING PRINCIPLE

- Community and Sport consultation identified that due to the lack of lighting / poor lighting on sport spaces, sufficient space is not provided to meet current and future demand.  Engagement
- Up to date facilities aim to cater for people of all abilities, sexes and age groups. New and up-to date floodlighting will increase the carrying capacity of locations and allow up to 20 additional hours of use per week during the winter season.  Accessible
- Suitable sports field lighting aligned to hierarchy and standards of provision that will allow additional levels of competition to be played within the District, leading to reduction in demand at other locations.  Responsible Delivery
- Increasing the carrying capacity of existing spaces will assist in meeting the need for provision of additional sport space required over next 10 years. 
- Ensures justifiable management of the risk associated with large scale Sports Floodlighting infrastructure. 
- These initiatives have great potential to attract funding from external partners. 
- Ensures facility provision aligns with industry and state sporting association guidelines (KA3) for facility development and aligns with the City's endorsed hierarchy of facilities.  Sustainable Clubs & Facilities
- Ensures justifiable management of the risk associated with large scale Sports Floodlighting infrastructure. 
- Increasing the carrying capacity of existing spaces will mean the ability to increase utilization for a range of sports and activities usually restricted to daylight hours.  Shared use - Multi-purpose
- Suitable sports field lighting aligned to hierarchy and standards of provision that will allow additional levels of competition to be played within the District, leading to reduction in demand at other locations.  Quality Facilities
- Provide efficiencies in floodlighting provision e.g. Churchill Park. 

**Key partners**

Community sporting groups, Department of Local Government Sport and Cultural Industries



## KA3 KEY AREA THREE Sports Facilities Needs Analysis and Future Requirements

## Sports Facilities Needs Analysis and Future Requirements KEY AREA THREE KA3

RECOMMENDED  
PRIORITY  
**10****Recommended Priority 10: Develop a District Squash Facility**

Squash has been a consistent sport throughout the District since the opening of the private courts on West Street in the 1970's. There are no public squash courts within the District and the club is currently operating out of the Sebel Hotel, on a year-by-year arrangement, over a restricted access window of 16hrs per week. The Squash Club and Busseton Golf Club have been in early discussions about forming a partnership to the mutual benefit of squash and golf within the District.


- Contribution towards the master planning of Busseton Golf Club in partnership with Busseton Squash Club and the City of Busseton.
- Contribution towards the rebuild of 2 x existing courts at the Busseton Golf Club
- Contribution towards the construction of 2 additional squash courts at the Busseton Golf Club.

**Cost Estimate**

Masterplanning of the Busseton Golf Club (BGC)	Year 1-4	<b>\$10,000</b> as part of priority 7
Contribution towards the rebuild of 2 existing courts at BGC	Year 1-4	<b>\$95,000</b>
Contribution towards the construction of 2 additional courts at BGC	Year 7-10	<b>\$200,000</b>

**Justification**

## GUIDING PRINCIPAL

- Community and sport consultation identified that the existing private court arrangement does not provide security of tenure and sufficient space to meet current demand and have the view that this is leading to lower participation and opportunity to participate.  Engagement
- There are no current public squash courts within the District. Busseton Squash Club is currently operating out of the Sebel Hotel, year-by-year agreement, over a restricted access window of 16hrs per week. These up to date public style facilities aim to cater for people of all abilities, sexes and age groups.  Accessible
- Discussions and partnership between Busseton Golf Club and Busseton Squash Club commenced in 2019, where an opportunity was identified to rebuild two existing courts that are currently being used as storage areas near the existing pro shop.  Responsible Delivery
- The facility is owned by the Busseton Golf Club who have existing social and sport amenities on site.
- Contribution towards this initiative is in partnership with the respective clubs with a view to attract funding from external partners.
- Ensures facility provision aligns with industry and state sporting association guidelines (KA3) for facility development and aligns with the City's endorsed hierarchy of facilities.  Sustainable Clubs & Facilities
- The Busseton Golf Club has commenced reviewing their strategic plan and the partnership with this complementary sport and their membership, demographic, Australian and international reach of the sport is an opportunity to be capitalised on.
- Increasing the carrying capacity of existing spaces will mean the ability to increase utilization for a range of sports and activities usually restricted to daylight hours.  Shared use - Multi-purpose
- Facility provision aligns with industry and state sporting association guidelines. Parks and Leisure WA Guidelines in particular the Sports Hubs principle - a range of shared sporting services within one combined location under a single management arrangement Multi-use hub.  Quality Facilities
- Squash Australia's Facilities Framework (Strategic Plan) 2018 details that facilities have ability to be flexible program, multi-use spaces and a 1-3 courts and are typically found in regional areas and attached to other sports hubs and gym and have an indicative club membership size of 90 regular players.

**Key partners**

Busseton Golf Club, Busseton Squash Club, State sporting associations

RECOMMENDED  
PRIORITY  
**11****Investigate and implement initiatives to activate the foreshores as a complementary sports space**

The City of Busseton beaches and foreshores are unique spaces that can be capitalised on as an alternate and low cost sports space.

**Areas to investigate include:**

- Floodlighting beach space (area of 2 x volleyball courts) to 50/100 lux.
- Additional provision of exercise equipment along the Busseton Foreshore.
- Promote Dunsborough and Busseton swimming enclosures as Open Water Swim training venues.

**May include:**





- :: Signage and promotion,
- :: Extension of swim enclosure season,
- :: Introduction of lockers (user pays).
- Promote Busseton foreshore Park Run course.
- May include:
- :: Signage (start/finish, distance totems) and promotion.

**Cost Estimate**

Investigate and Implement initiatives	Year 1-5	<b>\$80,000</b> operational
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**Justification**

## GUIDING PRINCIPAL

- Community consultation identified that additional spaces to participate should be one of the City's priorities.  Engagement
- Facilities aim to cater for people of all abilities, sexes and age groups.  Accessible
- This initiative aims to provide free/low cost opportunities to be active and participate.
- Economic and Social benefits through increased activation of beach and foreshore precinct.
- Initiatives are a value add onto existing spaces and capitalising on the City's unique natural environment ideal for outdoor activity.  Responsible Delivery
- Extends the carrying capacity of sports such as beach volleyball and provides opportunity for other beach sport and event activations. Provides an alternative aquatic training space for open water, masters and tri swimming training.  Sustainable Clubs & Facilities
- Increasing the carrying capacity of existing spaces will mean the ability to increase utilization for a range of sports and activities usually restricted to daylight hours.  Shared use - Multi-purpose
- Facilities aim to cater for people of all abilities, sexes and age groups.
- This initiative aims to provide free/low cost opportunities to be active and participate.
- Facility provision aligns with industry and state sporting association guidelines. Parks and Leisure WA Guidelines in particular the Sports Hubs principle - a range of shared sporting services within one combined location under a single management arrangement Multi-use hub.  Quality Facilities

**Key partners**

Margaret River Busseton Tourism Association, Lotterywest

KA3 KEY AREA THREE Sports Facilities Needs Analysis and Future Requirements

**RECOMMENDED PRIORITY 12** **Increase playing fields in Busselton Sub-District**

*Yalyalup is a suburb within the City of Busselton's Provence Estate and the development of a community oval and facilities have been identified in the structure plan and future staged development. This oval will be beneficial in meeting needs of Busselton sub-district.*

- Yalyalup Community Oval, continue to partner with developers to construct a minimum 3.5ha multi-use sports space for junior, masters training and competition with the inclusion of a future change room, kiosk storage, community space.

Cost Estimate	Year	Estimate
Construction of playing fields, and amenities	Year 5-7	\$3,100,000

**Justification**

- Community consultation identified that additional spaces to participate should be one of the City's priorities.
- Facilities aim to cater for people of all abilities, sexes and age groups.
- Allows for growth of grass based sports within the sub-district as additional sport spaces are required over next 10 years as population grows within the sub-district.
- Has great potential to attract funding from external partners.
- Facility provision will provide a key sub-district venue for junior and masters training and competition.
- Population growth in the sub-district will see increasing demands placed on existing sports spaces.
- Facilities will be multi-use and have the capacity to cater for rectangle sports, cricket and Aussie rules.
- Facilities aim to cater for people of all abilities, sexes and age groups.
- Facility provision aligns with industry and state sporting association guidelines, PLAWA and facility development to align with the City's endorsed hierarchy of facilities.

**GUIDING PRINCIPAL**

- Engagement
- Accessible
- Responsible Delivery
- Sustainable Clubs & Facilities
- Shared use - Multi-purpose
- Quality Facilities

**Key partners**

Community sporting groups, Department of Local Government Sport and Cultural Industries

Sports Facilities Needs Analysis and Future Requirements KEY AREA THREE KA3

**RECOMMENDED PRIORITY 13** **Review, endorse and implement the CapeROC - Leeuwin Naturaliste Trails Strategy recommendations**

*The region is known for its unique natural environment and includes a range of coastal and forest tracks and trails. The Capes Regional Organisation of Councils (CapeROC), a partnership between the City Of Busselton and the Shire of Augusta-Margaret River, commissioned the Leeuwin Naturaliste Trails Strategy (LNTS) in 2019 and the draft strategy is due for completion in early 2020. The LNTS looks to provide a schedule of prioritised trail projects for the region.*

- Review, endorse and implement the CapeROC - Leeuwin Naturaliste Trails Strategy (LNTS) recommendations;
- Provide an ongoing contribution to completion of the Rails to Trails Project - Wadandi Track as a priority project.
- Support the promotion of trails, walking and mountain bike, throughout the District.

Cost Estimate	Year	Estimate
Completion of Rails to Trails Project - Wadandi Track to City boundaries	Year 1-10	Subject to LNTS recommend actions
Support the promotion of trails	Year 1-10	Subject to LNTS recommend actions

**Justification**

- Community consultation identified that additional spaces to participate should be one of the City's priorities.
- Facilities aim to cater for people of all abilities, sexes and age groups.
- Trails strategy was CapeROC funded – partnership between Shire Augusta Margaret River and City Of Busselton – and looks to provide a schedule of prioritised trail projects for the region.
- Project has the potential to attract funding from external partners.
- The provision of high-quality walking and cycling infrastructure within settlements, as well as longer distance recreational and tourism opportunities, in the sub-region is an important part of encouraging less reliance on the private car and providing opportunities for healthy lifestyles.<sup>19</sup>
- Population growth in the sub-district will see increasing demands placed on existing spaces.
- The infrastructure and the sport aligns with one of the megatrends "From extreme to mainstream" and likely to continue to attract participants through generational change and gain a greater awareness via online and social media platforms.
- Facilities will be for walkers, riders, trail runners.
- Facilities aim to cater for people of all abilities, sexes and age groups.
- LNTS was CapeROC funded – partnership between Shire Augusta Margaret River and City Of Busselton – and looks to provide a schedule of prioritised trail projects for the region.

**GUIDING PRINCIPAL**

- Engagement
- Accessible
- Responsible Delivery
- Sustainable Clubs & Facilities
- Shared use - Multi-purpose
- Quality Facilities

**Key partners**

The Department of Planning, Lands and Heritage, Community sporting groups, Department of Local Government Sport and Cultural Industries, Lotterywest

<sup>19</sup> The Department of Planning, Lands and Heritage, Leeuwin-Naturaliste Sub-regional Strategy 2019

KA3 KEY AREA THREE Sports Facilities Needs Analysis and Future Requirements

RECOMMENDED  
PRIORITY  
**14**

**Detail the long term options for hard to locate sports such as shooting sports**  
*Over the last 10 years extensive investigations have been undertaken by the City of Busselton and Clubs to locate and develop sports such as Clay Target, Rifle and Pistol Shooting Sports within the District. SRFs targeted engagement has highlighted that some groups are keen to continue working with the City of Busselton to further develop the sports in the future.*

- Develop and present a final report to Council on the options for the hard to locate sports, such as shooting sports, within the District.

**Cost Estimate**

Prepare and present report to council

Year 1

Nil

**Justification**

- Community consultation identified that additional spaces to participate should be one of the City's priorities.
- Over the last 10 years extensive investigations have been undertaken by the City and Clubs to locate sports such as Clay Target, Rifle and Pistol Shooting Sports within the municipality.

- Facilities aim to cater for people of all abilities, sexes and age groups.

- Aims to set the long term direction for harder to locate sports.

- Aims to set the long term direction to allow the harder to locate sports time to plan facility and club development.

- Facilities are primarily single sport use with different disciplines within the sport.

- Facility provision will be assessed with industry and state sporting association guidelines.

**GUIDING PRINCIPLE**

Engagement

Accessible

Responsible Delivery

Sustainable Clubs & Facilities

Shared use - Multi-purpose

Quality Facilities

**Key partners**

Community sporting groups, State sporting associations, Department of Local Government Sport and Cultural Industries

RECOMMENDED  
PRIORITY  
**15**

**Investigate future non-potable water supply options for the Busselton and Vasse sub-district**

*Due to climate change the most likely long-term scenario for the sub-region is that there will be less rainfall, higher than average temperatures, and more frequent droughts. Consequently both groundwater and surface water are likely to become even more vulnerable resources, with many water resources at, or close to, allocation limits.<sup>19</sup> Water supply is vital to ensure the ongoing sustainability and carrying capacity of the sports spaces throughout the District.*

- Officers to investigate non-potable water supply options for the Busselton and Vasse sub-districts with the Department of Water and Environmental Regulation, Water Corporation and Busselton Water.
- A future non-potable water supply for the sub-districts sports parks helps to ensure their long term sustainability and carrying capacity.

**Cost Estimate**

Investigate non-potable water supply for Busselton and Vasse sub-districts

Year 1-5

Nil

**Justification**

- Community consultation identified that maintenance of existing and creation of additional spaces to participate should be one of the City's priorities.

- Non-potable water supply will feed into existing and new facilities that aim to cater for people of all abilities, sexes and age groups.

- Water supply vital to ensure the ongoing sustainability and carrying capacity of the sports spaces throughout the District.
- Non-potable water supply can have significant environmental benefits.
- Provides a proactive approach to reduced average rainfall in South West, climate predictions, increased demand for water with population growth and the cost to the community and the environment of developing new sources of no potable water.

- A secure water supply is vital to ensure the ongoing sustainability and carrying capacity of the grass sports spaces throughout the District.

- The facilities being supplied will be multi-use and have the capacity to cater for grass sports, football (soccer), rugby, cricket and Aussie Rules.

- A secure water supply allows for planning and development of additional sport spaces with surety that they are able to meet industry and state sporting association guidelines.

**GUIDING PRINCIPLE**

Engagement

Accessible

Responsible Delivery

Sustainable Clubs & Facilities

Shared use - Multi-purpose

Quality Facilities

**Key partners**

Department of Water and Environmental Regulation, Water Corporation and Busselton Water.

<sup>19</sup> The Department of Planning, Lands and Heritage, Lesueur-Kalbarriale Sub-regional Strategy 2019

KA3 KEY AREA THREE Sports Facilities Needs Analysis and Future Requirements

RECOMMENDED  
PRIORITY  
16

**Investigate opportunities for beach based facilities for surf lifesaving within the Dunsborough sub-district**

In 2011 the Smiths Beach Surf Lifesaving Club, was announced as Australia's 310th surf lifesaving club and since that time club membership and patrolling duties activities have significantly increased. Smiths Beach is one of the region's most popular beaches for swimming, surfing, body boarding, sunbaking and walking, and attracts regular locals and tourists. The Surf Club not only provides an opportunity for the community to gain skills in first aid and surf awareness but provides emergency response services through beach patrolling during the summer season.

- Undertake site investigations at Smith Beach to guide future development opportunities. Including site suitability, flora, fauna, and heritage studies.

**Cost Estimate**







Undertake site investigations at Smith Beach for more permanent surf lifesaving facilities

Year 2-5

As part of priority 7

**Justification**

**GUIDING PRINCIPAL**

- Community consultation identified that creation of additional spaces to participate should be one of the City's priorities.  Engagement
- New facilities aim to provide the opportunity to participate in surf lifesaving within the sub-district and cater for people of all abilities, sexes and age groups.  Accessible
- Surf Lifesaving is a growing sport and provides an important volunteer lifesaving beach patrols. The Smith Beach Surf Lifesaving Club (SBSLC) is currently operating out of club facilities and storage.  Responsible Delivery
- More formal beach based facilities and storage can enable increased patrol hours and meet the growing need for junior and senior surf sports.
- The construction of any future facilities have great potential to attract funding from external partners.
- More formal facilities and storage are required into the future to enable increased patrol hours and meet the growing need for junior and senior surf sports.  Sustainable Clubs & Facilities
- The facilities could have the potential to be used by various other complementary water craft and ocean sports within the sub-district.  Shared use - Multi-purpose
- Facility provision aligns with industry and state sporting association guidelines and facility development to align with the City's endorsed hierarchy of facilities.  Quality Facilities

**Key partners**

The Smith Beach Surf Lifesaving Club (SBSLC), Surf Lifesaving WA, Lotterywest, Department of Local Government Sport and Cultural Industries

Sports Facilities Needs Analysis and Future Requirements KEY AREA THREE KA3

RECOMMENDED  
PRIORITY  
17

**Investigate opportunities around the Dunsborough Bay Yacht Club precinct**

The Dunsborough Bay Yacht Club (DBYC) precinct is located at Lots 555 and 556 Geographie Bay Road Quindalup, and is part of a larger reserve for 'Public Recreation' (C Class). The leasehold area of the DBYC is owned by the State with a management order granted to the City of Busselton. The precinct is also home to the Quindalup professional fisherman's boat ramp which is utilised by a number of professional fishers, charter boats, and recreational fishers.

- Sport and recreation officers support the site investigations around the Dunsborough Bay Yacht Club (DBYC) precinct to identify development opportunities to cater for current and increased yacht club activities, multi-use community use and complementary water craft sports and clubs.

**Cost Estimate**

Undertake site investigations at DBYC

Year 1-2

Operational funding

**Justification**

**GUIDING PRINCIPAL**

- Community consultation identified that creation of additional spaces to participate should be one of the City's priorities.  Engagement
- Planning for new facilities aims to provide opportunities to participate in yacht club and other complementary water craft sports within the sub-district and cater for people of all abilities, sexes and age groups.  Accessible
- Anecdotal the desire for participation in yachting sports is increasing within the district.  Responsible Delivery
- Great opportunity to plan for future development and strengthen partnerships between DBYC complementary sports.
- More formal facilities and storage are required into the future to enable increased participation in yachting sports and partner with other complementary water based sports and clubs. This multi-use sports hub principle increased the sustainability of facilities and reduces the need for multiple stand-alone sporting and community facilities.  Sustainable Clubs & Facilities
- The facilities have the potential to be used by various other complementary water craft and ocean sports within the sub-district.  Shared use - Multi-purpose
- Initiative aligns with industry and state sporting association guidelines and facility development to align with the City's endorsed hierarchy of facilities.  Quality Facilities



## KA3 KEY AREA THREE Sports Facilities Needs Analysis and Future Requirements







RECOMMENDED  
PRIORITY  
YEAR  
10+**Dunsborough sub-district (neighbourhood) aquatic space**

The GLC is the aquatic, recreation and indoor sports facility for the District and provides learn to swim, fitness, sport and recreation programs. In 2019 the Naturalist Pool Action Group delivered a petition to Council with 1,674 signatures from local residents, advocating for increased aquatic pool space within the Dunsborough sub-district. The NCC site in Dunsborough, and its surrounds, has significant Aboriginal heritage and the planning of future development needs to be respectful and mindful of this.

- Develop an aquatic space for the Dunsborough sub district at the NCC to potentially cater for learn to swim, hydrotherapy, allied health and group fitness activities.

**Cost Estimate**Design and construct new aquatic space within the Dunsborough sub-district Year 10+ **\$18-20m****Justification**

GUIDING PRINCIPLE

- Community consultation identified that additional aquatic spaces should be one of our priorities.  Engagement
- Community and sport consultation identified that due to the lack of facilities, especially at peak times, there is not the sufficient space to meet current and future demand for lessons, laps, squads and club swimming.
- Naturalist Pool Action Group delivered a petition in April 2019 with 1,674 signatures from local residents, advocating for increased aquatic pool space within the Dunsborough sub-district.
- Facilities would aim to cater for people of all abilities, sexes and age groups.  Accessible
- Progressing with a pool within the sub-district is not currently justified based on the population and projected growth, GLC operates as the District level water space and is the more sustainable option to develop in the short term.  Responsible Delivery
- A sub-district aquatic space would not only require a significant annual operational subsidy and if constructed earlier the substantial upfront capital cost would mean delaying recommended priorities detailed in the SRFS that currently have a greater need.
- Consideration for this aquatic space should be given within the 10+ year time frame and as part of the master planning within priority 2.
- It is not sustainable for the City to be operating two aquatic spaces without first addressing the carrying capacity opportunities at the District Aquatic space at the GLC.  Sustainable Clubs & Facilities
- The facilities would be available to many users and potentially cater for learn to swim, hydrotherapy, allied health and group fitness activities.  Shared use - Multi-purpose
- GLC is the City of Busselton's District level aquatic facility Industry Guidelines (Parks & Leisure WA) have identified the ratio of a sub-district/neighbourhood provision for aquatic facilities is 1:30,000 per population. However the Dunsborough sub-district population will be regularly monitored and it is forecast it will reach this after 2040.  Quality Facilities

RECOMMENDED  
PRIORITY  
YEAR  
10+**Additional district and sub-district sport space**

- Given the proposed population growth in the Busselton sub-district due to development in the Ambergate and Bovell areas there will be a need for an increased amount of centralised sports spaces for residents to participate in sport and recreation.
- Additional district and sub-district sport spaces will be required within these developments.

## Sports Facilities Needs Analysis and Future Requirements KEY AREA THREE KA3







RECOMMENDED  
PRIORITY  
YEAR  
10+**Additional district aquatic space**

The GLC is the aquatic and recreation and indoor sports facility for the whole District and provides learn to swim, fitness, sport and recreation opportunities. The 2017 GLC masterplan indicated future development opportunities and timing. Parts of the surrounding site has flora and fauna that will require further assessment and engagement with the stakeholders if future development looks to encroach on these areas.

- Develop a 50m pool within the district to potentially cater for increased high performance swimming, water polo, masters and tri club swimming, underwater hockey and lap swimming.

**Cost Estimate**Design and construct new 50m aquatic space within the District Year 10+ **\$8-10m****Justification**

GUIDING PRINCIPLE

- Community consultation identified that additional aquatic spaces should be one of our priorities.  Engagement
- Community and sport consultation identified that due to the lack of facilities, especially at peak times, there is not the sufficient space to meet current and future demand, for lessons, laps, squads and club swimming.
- Facilities would aim to cater for people of all abilities, sexes and age groups.  Accessible
- Progressing with a 50m pool within the district is not currently justified based on the population and projected growth, GLC operates as the District level water space and undertaking carrying capacity initiatives is the more sustainable option to develop in the short term.  Responsible Delivery
- Alignment with Swimming WA participation pathway and support South West Sports Centre in Bunbury as the regional Olympic 50m Pool servicing the high performance talent pathway aspect of swimming (training and competition) within the broader region, including the City of Busselton.
- If constructed earlier the substantial upfront capital cost would mean delaying recommended priorities detailed in the SRFS that currently have a greater need.
- Consideration for this additional aquatic space should be given within the 10+ year time frame and as part of GLC achievability investigations in priority 6.
- It is not sustainable for the City to be operating two aquatic spaces without first addressing the carrying capacity opportunities at the District Aquatic space at the GLC.  Sustainable Clubs & Facilities
- The facilities would primarily be available to casual use, lap swimmers, high performance and club based pool sports.  Shared use - Multi-purpose
- GLC is the City of Busselton's District level aquatic facility Industry Guidelines (Parks & Leisure WA) identify the ratio of a district provision for aquatic facilities (25m or 50m pool) is 1:75,000 and the provision for 50m pool FINA Competition Standard is 1:150,000.  Quality Facilities

RECOMMENDED  
PRIORITY  
YEAR  
10+**Investigate District and Regional sport space for hard to locate sports**

- Given the potential for the hard to locate sports to be impacted by future residential development, continue discussions with land owners and investigations around the feasibility of strategic land purchases such as the Sues Road mining precinct with a view to provide long term options for sports and activities within the District and potentially the Region.

FINANCE AND COMMUNICATION


## Measurables and Communication

How will success be measured, progress reported, and communicated to the sport and recreation community?

Tracking, measuring and communicating the progress of the SRFS recommendations is an important part of the strategy.

This will be achieved by:

- Developing and implementing a sport and recreation facilities project page within the City of Busselton website to enable project updates and tracking to be communicated in real time.
- Reviewing the achievements of the SRFS annually and report this progress to Council and the sport and recreation community; and
- Review the SRFS at five year intervals.



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## Financial Implications

## Appendix 6 - Forecast Statement of Capital Projects for SRFS

Recommended Priority	Project	Sub Project	Year 1 2020-21	Year 2 2021-22	Year 3 2022-23	Year 4 2023-24	Year 5 2024-25	Year 6 2025-26	Year 7 2026-27	Year 8 2027-28	Year 9 2028-29	Year 10 2029-30	Year 10+ 2030-31	GRAND TOTAL
1	Dunborough Lakes Sporting Precinct (Stage 1)	Carparking Access Road & Other Courts - Outdoor			800,000									800,000
		Dunborough - Pavilion/Changeroom Facilities			650,000									650,000
		Dunborough - Lakes New Oval			1,300,000									1,300,000
	Dunborough Lakes Sporting Precinct (Stage 2)	New School Oval	2,350,000											2,350,000
	TOTAL : Dunborough Lakes Sporting Precinct (Stage 1)										1,200,000			1,200,000
	TOTAL : Dunborough Lakes Sporting Precinct (Stage 2)		2,350,000		2,750,000									5,100,000
	TOTAL : Dunborough Lakes Sporting Precinct (Stage 1 & 2)										1,200,000			1,200,000
2	Dunborough Playing Fields	Unisex Changerooms to John Edwards Pavilion						450,000						450,000
	Naturalists Community Centre (Multi-Purpose Space Upgrade) - Capital Works	Construction - Multi-Purpose Space Upgrade/Gym Facility							750,000					750,000
	TOTAL : Dunborough Playing Fields							450,000						450,000
	TOTAL : Naturalists Community Centre (Multi-Purpose Space Upgrade) - Capital Works								750,000					750,000
3	Dunborough Country Club Extension	Contribution - Multi Purpose Facility/Senior Citizens		300,000										300,000
	TOTAL : Dunborough Country Club Extension			300,000										300,000
4	Vase Sporting Facilities - Changerooms/Pavilion/Car Parking	Vase - Carpark (Eastern Side)	180,000											180,000
		Vase - Floodlighting Ovals		500,000										500,000
		Vase - Pavilion/Changeroom Facilities						1,250,000						1,250,000
	TOTAL : Vase Sporting Facilities - Changerooms/Pavilion/Car Parking		180,000	500,000				1,250,000						1,930,000
5	Geographic Leisure Centre - Wet Area Expansion - Capital Works	Indoor Pool - Reconfiguration			3,600,000									3,600,000
	TOTAL : Geographic Leisure Centre - Wet Area Expansion - Capital Works				3,600,000									3,600,000
6	Geographic Leisure Centre Stadium/Dunborough Lakes Sporting Precinct (DLSP) - 2 or 3 Courts	Stadium expansion - GLC 2/3 courts, seating & storage OR DLSP 2 courts						5,250,000						5,250,000
	TOTAL : Geographic Leisure Centre Stadium/Dunborough Lakes Sporting Precinct (DLSP) - 2 or 3 Courts							5,250,000						5,250,000
7	Planning & Design Studies for Implementation of Recreational Planning Study Outcomes	Various Projects	100,000	102,500	105,063	200,000	205,000	210,125	207,689	212,881	218,203	223,658		1,785,120
	TOTAL : Planning & Design Studies for Implementation of Recreational Planning Study Outcomes		100,000	102,500	105,063	200,000	205,000	210,125	207,689	212,881	218,203	223,658		1,785,120
8	Bovell Park - Major Upgrades / Expansion - Regional Facilities - Capital Works	Upgrade of main facilities / regional stadium / playing fields								2,500,000	5,000,000	5,000,000		12,500,000
	TOTAL : Bovell Park - Major Upgrades / Expansion - Regional Facilities - Capital Works									2,500,000	5,000,000	5,000,000		12,500,000
9	Increasing Sports Spaces Carrying Capacity - Outdoor Spaces	Various Ovals/Facilities - Floodlighting/Courts Expansion		200,000		210,125		220,763		231,939		243,681		1,106,507
	TOTAL : Increasing Sports Spaces Carrying Capacity - Outdoor Spaces			200,000		210,125		220,763		231,939		243,681		1,106,507
10	Squash Facility District	Stage 1 - Contribution			95,000									95,000
		Stage 2 - Contribution								200,000				200,000
	TOTAL : Squash Facility District				95,000					200,000				295,000
12	Yalyup Community Oval/Pavilion Development	Building							1,600,000					1,600,000
		Carparks							300,000					300,000
		Landscaping							200,000					200,000
		Oval & Surrounds						1,000,000						1,000,000
	TOTAL : Yalyup Community Oval/Pavilion Development							1,000,000	2,100,000					3,100,000
10+ [A]	Dunborough Aquatic Facility	25m Indoor Heated Pool (\$18-20m 10yrs plus)												18-20M
10+ [B]	GLC Aquatic Facility	50m Outdoor Pool (\$8-10m 10yrs plus)												8-10M
10+ [C]	Additional indoor courts	Provision of Additional Indoor Courts (\$32.52m 10yrs plus) subject to location of recommended priority 6.												32.5-52M
	TOTAL : Additional indoor courts													32.5-52M
	GRAND TOTAL		2,630,000	602,500	3,450,063	4,010,125	5,455,000	3,130,888	3,057,689	3,144,820	6,418,203	5,467,342		37,366,629



## Funding Source

Reserve Funding	Building Asset Renewal Reserve Fund - General Buildings Reserve					450,000		1,000,000	1,000,000	1,000,000		3,450,000
	Community Facilities - Airport North Reserve					1,000,000	2,100,000					3,100,000
	Community Facilities - Russellton Reserve							200,000				200,000
	Community Facilities - City District Reserve	500,000	502,500	430,063	205,063	102,500	215,444	107,689	726,351	338,141	237,810	3,363,559
	Community Facilities - Dunborough Lakes Reserve	1,000,000								250,000		1,250,000
	Community Facilities - Dunborough Reserve									125,000		125,000
	Community Facilities - Vase Reserve	180,000										180,000
	New Infrastructure Development Reserve	700,000		95,000								795,000
	Parks, Gardens and Reserves Reserve	250,000										250,000
External Funding	CSRF Funding (L3rd)		175,000									175,000
	CSRF Funding/Other Funding		100,000		105,063		110,381		115,969		121,890	553,253
	Department of Education - Contribution								600,000			600,000
City Funds & Borrowings	Municipal Funds				100,000	102,500	105,063	100,000	102,500	105,063	107,692	722,817
	New Loan Borrowings		2,750,000		3,600,000	5,250,000	1,250,000	750,000	1,000,000	4,000,000	4,000,000	22,600,000
	Total											
	GRAND TOTAL	2,630,000	602,500	3,450,063	4,010,125	5,455,000	3,130,888	3,057,689	3,144,820	6,418,203	5,467,342	37,366,629



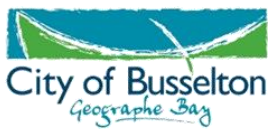
FINANCE AND COMMUNICATION

## Acronyms

<b>ABS</b>	Australian Bureau of Statistics	<b>JEP</b>	John Edwards Pavilion
<b>BABA</b>	Busseton Amateur Basketball Association	<b>LED</b>	Light Emitting Diode
<b>BWA</b>	Basketball WA	<b>LGA</b>	Local Government Authorities
<b>CapeROC</b>	Capes Regional Organisation of Councils	<b>LIWA</b>	Leisure Institute of Western Australia
<b>CCC</b>	Cornerstone Christian College	<b>LNTS</b>	Leeuwin Naturaliste Trails Strategy
<b>CNC</b>	Cape Naturaliste College	<b>MTB</b>	Mountain Bike
<b>CPTED</b>	Crime Prevention Through Environmental Design	<b>NCC</b>	Naturaliste Community Centre
<b>CSRFF</b>	Community Sporting and Recreation Facilities Fund	<b>NFP</b>	Not For profit
<b>DAIP</b>	Disability Access and Inclusion Plan	<b>PLA</b>	Parks and Leisure Australia
<b>DBYC</b>	Dunsborough Bay Yacht Club	<b>POS</b>	Public Open Space
<b>DCP</b>	Development Contribution Plan	<b>RAP</b>	Reconciliation Action Plan
<b>DDCC</b>	Dunsborough and Districts Country Club	<b>RSSA</b>	Rising Sports Star Awards
<b>DGR</b>	Deductable Gift Recipient	<b>SBSLSC</b>	Smith Beach Surf Lifesaving Clubs
<b>DLGSC</b>	Department of Local Government, Sport and Cultural Industries	<b>SEIFA</b>	Socio-Economic Indexes for Areas
<b>DPF</b>	Dunsborough Playing Fields	<b>SMMC</b>	St Mary MacKillop College
<b>ECU</b>	Edith Cowan University	<b>SRFS</b>	Sport & Recreation Facilities Strategy 2020-2030
<b>GBYC</b>	Geographe Bay Yacht Club	<b>SSA</b>	State Sporting Association
<b>GLC</b>	Geographe Leisure Centre	<b>SWAS</b>	South West Academy of Sport
<b>GMAS</b>	Georgiana Molloy Anglican School	<b>WAPC</b>	Western Australian Planning Commission
<b>ICDA</b>	Institute of Community Directors Australia	<b>WCE</b>	West Coast Eagles Football Club







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City of Busseton Forecast Statement of Capital Projects for Recreational Strategy Plan For the period 2020 - 2030													
Recommended Priority	Project	Sub Project	Year 1 2020-21	Year 2 2021-22	Year 3 2022-23	Year 4 2023-24	Year 5 2024-25	Year 6 2025-26	Year 7 2026-27	Year 8 2027-28	Year 9 2028-29	Year 10 2029-30	Year 10+ Grand Total
1	Dunsborough Lakes Sporting Precinct (Stage 1)	Carparking, Access Road & Other Courts - Outdoor			800,000								800,000
		Dunsborough - Pavilion/Changeroom Facilities			1,300,000								1,300,000
		Dunsborough Lakes New Ovals	2,350,000										2,350,000
		New School Oval									1,200,000		1,200,000
	Dunsborough Lakes Sporting Precinct (Stage 1) Total		2,350,000		2,750,000								5,100,000
	Dunsborough Lakes Sporting Precinct (Stage 2) Total										1,200,000		1,200,000
2	Dunsborough Playing Fields	Unisex Changerooms to John Edwards Pavilion						450,000					450,000
	Naturaliste Community Centre (Multi-Purpose Space/Upgrade) - Capital Works	Construction - Multi-Purpose Space Upgrade/Gym Facility							750,000				750,000
	Dunsborough Playing Fields Total							450,000	750,000				1,200,000
	Naturaliste Community Centre (Multi-Purpose Space/Upgrade) - Capital Works Total								750,000				750,000
3	Dunsborough Country Club Extension	Contribution - Multi-Purpose Facility/Senior Citizens		300,000									300,000
	Dunsborough Country Club Extension Total			300,000									300,000
4	Vasse Sporting Facilities - Changerooms/Pavilion/Car Parking	Vasse - Carpark (Eastern Side)	180,000										180,000
		Vasse - Floodlighting Ovals			500,000								500,000
		Vasse - Pavilion/Changeroom Facilities						1,250,000					1,250,000
		Vasse Sporting Facilities - Changerooms/Pavilion/Car Parking Total	180,000		500,000			1,250,000					1,930,000
5	Geographe Leisure Centre - Wet Area Expansion - Capital Works	Indoor Pool - Reconfiguration				3,600,000							3,600,000
	Geographe Leisure Centre - Wet Area Expansion - Capital Works Total					3,600,000							3,600,000
6	Geographe Leisure Centre Stadium/Dunsborough Lakes Sporting Precinct (DLSP) - 2 or 3 Courts	Stadium expansion - GLC 2/3 courts, seating & storage OR DLSP 2 courts						5,250,000					5,250,000
	Geographe Leisure Centre Stadium/Dunsborough Lakes Sporting Precinct (DLSP) - 2 or 3 Courts Total							5,250,000					5,250,000
7	Planning & Design Studies for Implementation of Recreational Planning Study Outcomes	Various Projects	100,000	102,500	105,063	200,000	205,000	210,125	207,689	212,881	218,203	223,658	1,785,120
	Planning & Design Studies for Implementation of Recreational Planning Study Outcomes Total		100,000	102,500	105,063	200,000	205,000	210,125	207,689	212,881	218,203	223,658	1,785,120
8	Bovell Park - Major Upgrades / Expansion - Regional Facilities - Capital Works	Upgrade of main facilities / regional stadium / playing fields								2,500,000	5,000,000	5,000,000	12,500,000
	Bovell Park - Major Upgrades / Expansion - Regional Facilities - Capital Works Total									2,500,000	5,000,000	5,000,000	12,500,000
9	Increasing Sports Spaces Carrying Capacity - Outdoor Spaces	Various Ovals/Facilities - Floodlighting/Courts Expansion		200,000		210,125		220,763		231,939		243,681	1,106,507
	Increasing Sports Spaces Carrying Capacity - Outdoor Spaces Total			200,000		210,125		220,763		231,939		243,681	1,106,507
10	Squash Facility District	Stage 1 - Contribution			95,000								95,000
	Squash Facility District Total	Stage 2 - Contribution								200,000			200,000
					95,000					200,000			295,000
12	Yalyup Community Oval/Pavilion Development	Building							1,600,000				1,600,000
		Carparks							300,000				300,000
		Landscaping							200,000				200,000
		Oval & Surrounds						1,000,000					1,000,000
	Yalyup Community Oval/Pavilion Development - Total							1,000,000	2,100,000				3,100,000
10+ A	Dunsborough Aquatic Facility	25m Indoor Heated Pool (518-20m 10yrs plus)											
	Dunsborough Aquatic Facility Total												518-20m
10+ B	GLC Aquatic Facility	50m Outdoor Pool (58-10m 10yrs plus)											
	GLC Aquatic Facility Total												58-10m
10+ C	Additional indoor courts	Provision of Additional Indoor Courts (53.2-5.2m 10yrs plus) subject to location of recommended priority 6.											
	GLC Aquatic Facility Total												53.2-5.2m
Grand Total			2,630,000	602,500	3,450,063	4,010,125	5,455,000	3,130,888	3,057,689	3,144,820	6,418,203	5,467,342	37,366,629
Funding Source			Year 1 2020-21	Year 2 2021-22	Year 3 2022-23	Year 4 2023-24	Year 5 2024-25	Year 6 2025-26	Year 7 2026-27	Year 8 2027-28	Year 9 2028-29	Year 10 2029-30	Grand Total
Building Asset Renewal Reserve Fund - General Buildings Reserve								450,000		1,000,000	1,000,000	1,000,000	3,450,000
Community Facilities - Airport North Reserve								1,000,000	2,100,000				3,100,000
Community Facilities - Busseton Reserve									200,000				200,000
Community Facilities - City District Reserve			500,000	502,500	430,063	205,063	102,500	215,444	107,689	726,351	338,141	237,810	3,365,559
Community Facilities - Dunsborough Lakes Reserve			1,000,000								250,000		1,250,000
Community Facilities - Dunsborough Reserve											125,000		125,000
Community Facilities - Vasse Reserve			180,000										180,000
New Infrastructure Development Reserve			700,000		95,000								795,000
Parks, Gardens and Reserves Reserve			250,000										250,000
CRFF Funding (1/3rd)					175,000								175,000
CRFF Funding/Other Funding				100,000		105,063		110,381		115,969		121,840	553,253
Department of Education - Contribution										600,000			600,000
Municipal Funds						100,000	102,500	105,063	100,000	102,500	105,063	107,692	722,817
New Loan Borrowings					2,750,000	3,600,000	5,250,000	3,250,000	750,000	1,000,000	4,000,000	4,000,000	22,600,000
Total			2,630,000	602,500	3,450,063	4,010,125	5,455,000	3,130,888	3,057,689	3,144,820	6,418,203	5,467,342	37,366,629

15.2 MARKETING AND EVENTS REFERENCE GROUP OUTCOMES

<b>STRATEGIC GOAL</b>	4. ECONOMY Diverse, resilient, prosperous
<b>STRATEGIC OBJECTIVE</b>	4.3 Events and unique tourism experiences that attract visitors and investment.
<b>SUBJECT INDEX</b>	Events Sponsorship
<b>BUSINESS UNIT</b>	Commercial Services
<b>REPORTING OFFICER</b>	Events Coordinator - Peta Tuck
<b>AUTHORISING OFFICER</b>	Director, Community and Commercial Services - Naomi Searle
<b>NATURE OF DECISION</b>	Executive: substantial direction setting, including adopting strategies, plans and policies (excluding local planning policies), tenders, setting and amending budgets, funding, donations and sponsorships, reviewing committee recommendations
<b>VOTING REQUIREMENT</b>	Absolute Majority
<b>ATTACHMENTS</b>	Nil

**OFFICER RECOMMENDATION**

That the Council:

1. As part of the 2019/2020 Events Sponsorship Programme endorses funding allocations towards the following events, to be funded from the 2019/2020 Events and Marketing Budget:

Event	Amount
Yalambi Showjumping Classic	\$2,000 *If confirmed as CSIJ-B International Teams Event, an additional \$2,000 to be supported
Busselton Pride	\$4,000 (+ up to \$2,000 in-kind traffic management and event fees)
Busselton Tennis Club – Junior Open	\$2,000
Busselton Tennis Club – March Open	\$2,000
Trans Cape Swim Run	\$5,000
Junior Beetles Rugby – Junior 10's competition	\$2,000
Busselton Jetty Swim – Silver Celebration Exhibition	\$2,500
Busselton Squid Fest – seed funding	\$5,000
Busselton Festival of Triathlon	\$55,000 (+ up to \$5,000 in kind)
<b>Totals 2019/20</b>	<b>\$81,500 (+\$7,000 in kind)</b>

2. As part of the Events Sponsorship Programme, endorses funding allocations towards the following multi-year events, to be funded from the 2020/21-2022/23 Events Budgets:

Event	Officer Recommendation
WA Pedal Prix	2020/21 \$20,000 2021/22 \$19,000 2022/23 \$18,000
<b>Totals 2020/21</b>	<b>2020/21 \$20,000</b>

## EXECUTIVE SUMMARY

A meeting of the Marketing and Events Reference Group (MERG) was held on Monday 18 November 2019. This report presents the recommendations from this meeting.

## BACKGROUND

At the Ordinary Meeting of Council held on 13 April 2011, Council resolved (C1104/114) to endorse the implementation of a differential rating system whereby properties rated 'industrial' and 'commercial' across the City would directly contribute toward the City's continued support of tourism, marketing and event activities. The City also established a key stakeholders reference group, now known as the 'Marketing and Events Reference Group' (MERG), to make recommendations to Council with respect to the marketing and events budget allocations.

At its meeting on 22 June 2011, Council resolved (C1106/201) to introduce a 3% differential rate on 'industrial' and 'commercial' rated properties which has increased over time to 10% in 2016/2017. The proceeds from the differential rate are allocated towards funding events and marketing.

The 2019/20 adopted budget for marketing and events totals \$993,270. This excludes budget allocations for Leavers Week, administration and events staffing.

A MERG meeting was held on Monday 18 November 2019, with the following key matters presented:

- update on events held since the last meeting on 13 August 2019 and upcoming major events;
- round two (2) of the Event Sponsorship Programme and associated funding applications for single year and multi-year events for consideration for 2019/20 and beyond.

## OFFICER COMMENT

Supporting the development and attraction of new events throughout the year, the City's Events Sponsorship Programme promotes the City of Busselton as an attractive event tourism destination for a range of events. At the MERG meeting held on 18 November 2019, a range of requests for events and marketing funding were considered as outlined below.

### Requests for Funding – Events Budget

Nine (9) requests for funding from the 2019/20 events budget were received through round two (2) of the Events Sponsorship Programme, totalling \$116,500. In addition, one (1) funding request was received for a multi-year agreement to be funded from the events budget commencing 2020/21, for \$25,000 per year.

In line with the City's Events Policy, the City's Events team evaluated the applications, applying the strategic funding guidelines of economic impact, strategic alliance to off-peak and cultural events, destination tourism, social benefits and environmental impact. MERG members discussed each application and recommend the following funding allocations:

#### Applications for funding through the 2019/20 Events Budget – Round 2:

Event	Requested	Recommendation
Yalambi Showjumping Classic	\$20,000	\$2,000 *If confirmed as CSIJ-B International Teams Event, an additional \$2,000 to be supported
Busselton Pride	\$8,000 cash + in-kind traffic management and event fees	\$4,000 cash (+ up to \$2,000 in-kind traffic management and event fees)

Busselton Tennis Club – Junior Open	\$3,000	\$2,000
Busselton Tennis Club – March Open	\$3,000	\$2,000
Trans Cape Swim Run	\$5,000	\$5,000
Junior Beetles Rugby – Junior 10's competition	\$15,000	\$2,000
Busselton Jetty Swim – Silver Celebration Exhibition	\$2,500	\$2,500
Busselton Squid Fest – seed funding	\$5,000	\$5,000
Busselton Festival of Triathlon	\$55,000	\$55,000 (+ up to \$5,000 in-kind)
<b>Totals 2019/20</b>	<b>\$116,500</b>	<b>\$81,500 (+\$7,000 in kind)</b>

Application for multi-year funding commencing in 2020/21:

<b>Event</b>	<b>Requested</b>	<b>Officer Recommendation</b>
WA Pedal Prix	2020/21 \$25,000	2020/21 \$20,000
	2021/22 \$25,000	2021/22 \$19,000
	2022/23 \$25,000	2022/23 \$18,000
		Supported
<b>Totals 2020/21</b>	<b>2020/21 \$25,000</b>	<b>2020/21 \$20,000</b>

### **Statutory Environment**

The officer recommendation supports the general function of a local government under the *Local Government Act 1995* to provide for the good government of persons in its district.

### **Relevant Plans and Policies**

The officer recommendation is in line with the City's Events Policy which provides event organisers with information on the event application and approval process and event sponsorship guidelines.

### **Financial Implications**

At its 31 July 2019 meeting, Council resolved (C1907/130) to include an allocation of \$993,270 in the 2019/20 Marketing and Events Budget, with a split of \$693,270 for events and \$300,000 for marketing. Funds committed from the round one (1) of the 2019/20 Events Sponsorship Programme and multi-year agreements totals \$666,875. However, with notification of the cancellation of two (2) events funded in round one (1) (Tour of Margaret River 'Gran Fondo' \$2,500 and Aerofest 2020 \$10,000), a balance of \$38,895 remains for round two (2).

Of the \$300,000 allocated to the marketing budget, \$180,000 has been allocated to the Airport Marketing Reserve leaving a balance of \$120,000 to be applied to marketing initiatives in the 2019/20 financial year. At the meeting on 31 July 2019, Council endorsed (C1907/124) the allocation of \$10,000 cash and up to \$3,000 in-kind support to CinefestOZ to support the promotion and activation of the world premiere feature film GO!. The actual total cost of in-kind support provided was \$1,528, leaving a balance of \$108,472 remaining in the 2019/20 marketing budget.

Event funding recommendations made by MERG for 2019/20 totals \$81,500 cash and \$7,000 in-kind, \$49,605 over the remaining events budget. As there are no specific marketing initiatives identified for the remainder of the year, it is recommended that the balance is funded from the marketing budget, leaving a total of \$49,605 for any other marketing or event initiatives.

As in previous years, this amount excludes budgetary allocations for 'local' events such as Leavers Week, administration, and events staffing.

#### **Stakeholder Consultation**

Consultation has been undertaken with MERG members and representatives comprising the Busselton and Dunsborough Yallingup Chambers of Commerce and Industry, Margaret River Busselton Tourism Association and Busselton Jetty Inc.

#### **Risk Assessment**

An assessment of the potential implications of implementing the officer recommendation has been undertaken using the City's risk management framework, with risks assessed taking into account any controls already in place. No risks of a medium or greater level have been identified.

#### **Options**

Council may choose not to support the recommendations made by MERG and resolve not to endorse part or all of the recommendations.

#### **CONCLUSION**



MERG has been assigned by Council to make recommendations on the way in which funds raised through the 'industrial' and 'commercial' differential rate for the purposes of events and marketing are allocated. This report contains the recommendations made at the 18 November 2019 MERG meeting which, if endorsed by Council, will result in the continuation of high quality events being held within the region, supported by successful marketing promotions. All recommendations support Council's vision of being recognised as the 'Events Capital WA.'

#### **TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Following Council's decision, the outcomes will be communicated to MERG members and relevant event/marketing bodies for their information and implemented where required.



**16. FINANCE AND CORPORATE SERVICES REPORT****16.1 LAND TENURE OF CROWN LAND ASSOCIATED WITH ARTGEO COMPLEX**

<b>STRATEGIC GOAL</b>	6. LEADERSHIP Visionary, collaborative, accountable
<b>STRATEGIC OBJECTIVE</b>	6.4 Assets are well maintained and responsibly managed.
<b>SUBJECT INDEX</b>	Crown Land Management
<b>BUSINESS UNIT</b>	Corporate Services
<b>REPORTING OFFICER</b>	Senior Leasing and Property Officer - Ann Strang Manager, Community Services - Maxine Palmer
<b>AUTHORISING OFFICER</b>	Manager Governance and Corporate Services - Sarah Pierson
<b>NATURE OF DECISION</b>	Executive: substantial direction setting, including adopting strategies, plans and policies (excluding local planning policies), tenders, setting and amending budgets, funding, donations and sponsorships, reviewing committee recommendations
<b>VOTING REQUIREMENT</b>	Simple Majority
<b>ATTACHMENTS</b>	Attachment A ArtGeo Complex Site Plan  

**OFFICER RECOMMENDATION**

That the Council:

1. authorise the CEO to write to the Department of Planning, Lands and Heritage to request a revision to Management Order J453422 in respect of Reserve 35361 (being part of the ArtGeo Complex) as follows:
  - a) add the words “preservation of historical buildings” to the designated purpose;
  - b) condition the Management Order to provide that the net income generated from commercial leasing of the site and buildings is allocated towards the aim of preservation and maintenance of the heritage buildings on the site; and
  - c) any other terms or conditions reasonably required by the Minister for Lands in relation to the expenditure of such revenue.

**EXECUTIVE SUMMARY**

Reserve 35361 (the Reserve) consists of both Lot 361 and Lot 453 Queen Street Busselton and forms part of the ArtGeo Complex. The City is the management body of the Reserve under Management Order J453422. The Management Order is subject to certain conditions. Potential opportunities exist for portions of the reserve to be used for alfresco dining and other commercial activities, enhancing the vibrancy of the area while at the same time maintaining its function as a community space. However due to the current permitted purpose under the Management Order, there are limitations on the City’s power to grant a lease or licence over the reserve.

This report seeks the authority of Council for the CEO to write to the Department of Planning, Lands and Heritage (DPLH) to request an expansion of the reserve purpose from ‘community and cultural purposes’ to ‘community, cultural and preservation of historical buildings purposes’ which will, subject to conditions, facilitate expanded commercial activity of part of the area.

## BACKGROUND

The site known as the ArtGeo Complex is made up of Crown land, the Reserve (shown hatched yellow on Attachment A), and freehold land, Lot 468 Queen Street (shown hatched orange on Attachment A). The Reserve consists of the old court house, sergeant's quarters, art studios and community space (Courthouse Arts Complex) and is set aside for 'community and cultural purposes' only.

The building opposite the Courthouse Arts Complex on the lot owned freehold by the City is referred to as the "Agricultural Building".

In February 2007, the Council resolved to adopt a management plan for the operation of the ArtGeo Complex. The plan included management strategies in relation to staffing and volunteers, exhibition management and commercial opportunities. Council resolved (C0702/044) that the Agricultural Building be used as the main gallery and function room and that a food and refreshment venue be incorporated into the Courthouse Arts Complex, with the sergeant's quarters felt to be a suitable location at the time. A lease was however entered into with Acting Up for a portion of the sergeant's quarters with the Busselton Art Society retaining their lease premises within the sergeant's quarters.

In September 2009, a progress report on the management plan was presented to Council who resolved to continue with the plan and include commercial leasing of a café within the old court house. The Council also resolved (C0909/318) to seek expressions of interests (EOI) for both the café and commercial use of part of the sergeant's quarters.

In November 2009, the outcome of the EOI was presented to Council who resolved (C0911/41) to enter into a lease of the café. In accordance with the *Commercial Tenancy (Retail Shops) Agreements Act 1985* (CTA), the lessee was offered a 3-year lease with a further 2-year option. At the time, despite the lease being commercial in nature, the Minister for Lands approved the lease as it was considered to be an incidental use to the Reserve purpose, in that it provides a place for visitors to the gallery to sit and relax during their visit. This lease expired in June 2015.

In May 2015, the Council resolved (C1505/135) to enter into a further 5-year lease term for the café. In October 2018, the tenants sold the business and assigned the remainder of the term of the lease to the current tenants, who changed its name to the Lockup Coffee House. The current lease is due to expire on 30 June 2020.

The City has been exploring new opportunities and ways to activate the ArtGeo Complex. In late 2018, City officers sought EOI's for a coffee lounge/licensed bar in the Courthouse Art Complex. A number of informal enquiries were received but opportunities have been hampered by the current reserve purpose and limitations on the extent and type of commercial use.

The current tenant is also seeking to expand their offerings to include the sale of liquor. With the lease approaching expiry, City Officers wrote to DPHL seeking feedback on their proposal and to seek in-principle approval to negotiate a new lease on expiry. The current practice of DPLH is to require Crown land to be excised from a reserve (and a head lease granted) if it is to be used for commercial purposes. While the existing lease (granted with DPLH approval) does allow the business of a café, a change of use to permit the sale of alcohol is unlikely to be supported.

**OFFICER COMMENT**

In order for the City to facilitate additional commercial opportunities and provide for effective management of the Reserve, the DPLH have presented the following options.

The first is for the City to purchase the Reserve from the State at market value. While the Busselton Entertainment Arts and Cultural Hub (BEACH) has been considered as part of the City's Long Term Financial Plan (LTFP), the purchase of the Reserve has not been contemplated and there are currently no funds allocated in the LTFP, or within the BEACH project, for such an acquisition.

As an alternative, DPLH suggested the excision of a portion of land from the Reserve which would facilitate the grant of a head lease from the State to the City and embody consent to sublease to the café. This head lease arrangement would not be the same as the head leases negotiated on the Busselton foreshore. Reserve land excised and leased to the City to facilitate the Busselton foreshore revitalisation is a unique arrangement that would not extend to this Reserve.

The State would expect to receive a commercial rent for a head lease on the Reserve, as is the case with the Dunsborough foreshore café.

As it is not possible to excise part of the building, the excision and head lease would have to include the courthouse, sergeant's quarters and studios. A commercial per-square-metre rent for this would very likely exceed the commercial rent that would be generated by a sublease of the café only, which represents only a small portion of the building. The remainder of the building (other than the studios) operates as a heritage interpretive centre for public access.

The third option is for the City to seek changes to the existing Management Order. DPLH have suggested that the Management Order could be conditioned in the same way as the Old Fire Station at 68 Queen Street, Busselton. This would require the Reserve purpose to include the words "preservation of historical buildings". The DPLH advised that the amendment would not provide for full commercial use of the site, but that it would provide for extended commercial use, conditional on the City applying any net income generated from commercial leasing towards the preservation of the heritage buildings on the Reserve. The City may also be required to report to the DPLH on the allocation of funds. Additionally, other reserves with this preservation purpose have not been required to be excised in the past.

**Statutory Environment**

Reserve 35361 consists of two lots, Lot 361, Deposited Plan 182761, Volume LR3013, Folio 834 and Lot 453, Deposited Plan 194423, Volume LR3115, Folio 243. Both lots are Crown Land for the designated purpose of Community and Cultural Purposes only. The City is the management body with power to lease or licence for periods up to 21 years for the permitted use, subject to the consent of the Minister for Lands.

The Courthouse Arts Complex was listed on the State Heritage register in 1993. There is a memorial lodged on the Certificate of Land title under the Heritage Act 2018. As the City are the management body of the Reserve, it falls to the City to preserve and maintain the site.

Pursuant to section 46 of the *Land Administration Act 1997*, the Minister for Lands may, with the consent of the management body vary any condition to which the care, control and management of the reserve is subject.

**Relevant Plans and Policies**

The Old Busselton Courthouse & Police Complex Conservation Management Plan December 1997 and the updated draft Conservation Management Plan prepared by Hocking Heritage Studio in March 2017 detail maintenance plans and regimes and provide policy statements as to the cultural heritage and significance of the place.

As detailed above, Council adopted a management plan for operation of the ArtGeo Complex – the Courthouse Arts Complex Management Plan. The officer recommendation is in alignment with this plan.

**Financial Implications**

There are no direct financial implications associated with the proposed change of reserve purpose or the conditions being applied to the management order in respect of heritage preservation.

The City has actively been managing and maintaining the heritage buildings for many years and recently engaged a heritage consultant to prepare an updated Conservation Management Plan for the Courthouse Arts Complex site. The plan, which provides guidance as to the maintenance schedule for the buildings on the Reserve, is currently in draft and will be presented to Council in the near future for adoption.

If the alteration to the Management Order is supported, it is proposed that a new Reserve Account is created to meet the accounting requirements. Creation of the new reserve account would be considered during the 2020/21 financial year budget process.

**Stakeholder Consultation**

City Officers have consulted at officer level with the DPLH in relation to the proposal to expand on commercial opportunities within the Reserve. Their advice and recommendations are outlined in the Officer Comment section of this report. No external stakeholder consultation was required or undertaken in relation to this matter.

**Risk Assessment**

An assessment of the potential implications of implementing the officer recommendation has been undertaken using the City's risk management framework, with risks assessed taking into account any controls already in place. No risks of a medium or greater level have been identified.

**Options**

Council may determine that it does not wish to support an expansion of the commercial activity on the Reserve in the manner contemplated by this report.

Council may wish to propose alternative means by which to activate the cultural precinct that do not involve commercial use of the Reserve.

**CONCLUSION**

The City is keen to expand and activate the ArtGeo Complex. In line with this, the current café operator on the Reserve has made considerable inroads and is keen to continue to activate the ArtGeo Complex by expanding their alfresco dining. The recommendation in this report would enable this or a future operator to expand their alfresco activity on the Reserve. This will facilitate new opportunities and potential to activate the ArtGeo Complex and provide a valuable link between the town centre and the Busselton Foreshore.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

A request to amend the Management Order for the Reserve will be submitted to the DPLH immediately following the resolution of Council. If endorsed by the Minister for Lands, the changes are likely to occur within 3 to 6 months.







16.2 RESPONSE TO MOTION - GENERAL MEETING OF ELECTORS 2 DECEMBER 2019 -  
PERFORMING ARTS CENTRE

<b>STRATEGIC GOAL</b>	6. LEADERSHIP Visionary, collaborative, accountable
<b>STRATEGIC OBJECTIVE</b>	6.1 Governance systems, process and practices are responsible, ethical and transparent.
<b>SUBJECT INDEX</b>	Motion
<b>BUSINESS UNIT</b>	Community and Commercial Services
<b>REPORTING OFFICER</b>	Director, Community and Commercial Services - Naomi Searle
<b>AUTHORISING OFFICER</b>	Chief Executive Officer - Mike Archer
<b>NATURE OF DECISION</b>	Executive: substantial direction setting, including adopting strategies, plans and policies (excluding local planning policies), tenders, setting and amending budgets, funding, donations and sponsorships, reviewing committee recommendations
<b>VOTING REQUIREMENT</b>	Simple Majority
<b>ATTACHMENTS</b>	Nil

**OFFICER RECOMMENDATION**

That the following Motion carried at the General Meeting of Electors, 2 December 2019 (C1912/243), be noted by Council and no further action be taken:

*That the City of Busselton conduct a thorough survey of the Busselton Community to ascertain if the community wants a performing arts centre, whether they are prepared to pay the construction costs for it and pay the costs to operate it, and to decide the community's preference for the location of the proposed new Busselton entertainment centre; and that the location options include the Brown Street Council owned future parking site near the historic Butter Factory Museum.*

**EXECUTIVE SUMMARY**

At the General Meeting of Electors, 2 December 2019, the following motion was carried:

*That the City of Busselton conduct a thorough survey of the Busselton Community to ascertain if the community wants a performing arts centre, whether they are prepared to pay the construction costs for it and pay the costs to operate it, and to decide the community's preference for the location of the proposed new Busselton entertainment centre; and that the location options include the Brown Street Council owned future parking site near the historic Butter Factory Museum.*

This report considers that motion and recommends that Council note the motion and take no further action.

**BACKGROUND**

In 2007, the development of a Performing Arts and Convention Centre (PACC) was identified as a key priority in the City's Community Plan. In 2008, the then Shire of Busselton commissioned a report into the feasibility of a performing arts and creative industries centre including identifying location options.

In 2011, the Council (C1104/115) identified Lot 450 Queen Street in the Cultural Precinct, currently occupied by the Department of Biodiversity, Conservation and Attractions (DBCA), as a possible location for the PACC. In 2014, Council also considered the potential for a multi-function civic centre that could be incorporated into the design of the City's new administration building.

Council considered feedback from comprehensive community consultation for this proposal and resolved (C1407/186) to progress the community's preference of a stand-alone performing arts facility, to be developed within the Cultural Precinct and reconfirmed its commitment to Lot 450 Queen Street as the preferred site. As Lot 450 Queen Street remained (and still remains) occupied by DBCA, the Council in 2016 considered Lots 43 and 44 Queen Street as a potential alternative location for the PACC. The land, which is a vacant site that adjoins the Weld Theatre and ArtGeo Gallery, is owned freehold by the City.

Since being gifted to the City by the State in 2010, Lots 43 and 44 have been advertised seeking expressions of interest for commercial development. To date, the City has received no formal expression of interest for the site. At an Ordinary Meeting of Council on 25 May 2016, Council resolved (C1605/127) to reconfirm its commitment for the development of a PACC within the Cultural Precinct and further endorsed Lots 43 and 44 Queen Street as the preferred location.

In 2015, a Busselton Performing Arts and Convention Centre Working Group (BPACCCWG) was formed with membership made up of members of Council, City Officers, highly regarded individuals in the field of performing arts, and representatives of key stakeholder groups including the Busselton Repertory Club, Weld Theatre and CinefestOZ. The BPACCCWG has engaged with representatives from other performing arts centres including Albany, Kalgoorlie, Bunbury and the Shire of Augusta - Margaret River to develop case studies to inform the business case for a PACC for Busselton.

In June 2019, as part of a funding strategy for the design and development of a dedicated PACC, to be named the Busselton Entertainment, Arts and Cultural Hub (BEACH), the City was offered \$10.35M from the Federal Government's Regional Growth Fund, to be matched by the City.

Through extensive and various forms of community consultation, a PACC has been identified as a key priority and as such has been included in the City's Strategic Community Plan in 2013, 2015, 2017 and 2019.

In 2013, the City purchased Lots 4-7, 10, 110, 181-182 Brown Street for \$3.7M. This was financed through the City's City Car Parking and Access Reserve (the Reserve), cash-in-lieu funds paid by developers (i.e. a 'restricted asset') and a loan (of which the loan repayments are funded from the City Car Parking Reserve). The purpose of the Reserve is currently to *'provide funding for development of public car parking, the development of infrastructure to provide for the management of public car parking and improving public transport to and within the City or for need of trip facilities. To provide funding for the purchase of land identified as of strategic importance for future parking requirements'*.

Utilising this land for a performing arts centre development would, to some degree, conflict with the original purpose for its acquisition – which was to secure land to meet longer terms for additional car parking for the City Centre. The thinking at the time and currently is, as demand increases, time limits on off-street parking in more central locations could be reduced, reducing the supply of 'worker' parking in those locations, but developing additional all-day 'worker' parking in this less central location.

It needs to be acknowledged, though, that a performing arts centre of the scale currently envisaged would not occupy the whole of the site (exactly how much it would occupy would depend on the design – and the design would depend to a degree on the site).

As such, some of the land would likely still be available for public car parking (although there would be some management challenges with a car park which was intended to be partly 'worker' parking and partly parking for shorter-term use associated with a performing arts centre).

**OFFICER COMMENT**

Given the above background, the extensive consultation undertaken over the last 12 years, and Council's continued strategic direction for the construction of the Busselton Entertainment, Arts and Cultural Hub on Lots 43 and 44 Queen Street, officers do not recommend further community consultation in the manner outlined in the motion.

**Statutory Environment**

Clause 17.11 of the *City of Busselton Standing Orders Local Law 2018* and section 5.33 of the *Local Government Act 1995* provide for how a decision from an Electors Meeting is to be treated.

**Relevant Plans and Policies**

The development of a PACC for Busselton has been identified in the City of Busselton Strategic Community Plan (2013, reviewed 2015; 2017 and 2019) as a local priority project. The South West Regional Blueprint (February 2015) identifies the construction of a performing arts venue in the Busselton Cultural Precinct as a project of regional significance in support of burgeoning creative industries and events. It continues to be identified as a priority project through subsequent reviews.

**Financial Implications**

In accepting the \$10.35M Federal Government funding offer, the City is required to match the funding allocation. This is in addition to the City allocating funding for the ongoing operations. The current endorsed LTFP indicates construction commencing in the 2022/23 financial year, however in accepting the funding offer, the project will need to be brought forward with construction to be undertaken over the 2020/21 and 2021/22 financial years.

Upon receiving the funding offer, City officers were asked to model LTFP scenarios which considered the impact of bringing the design, construction and operations forward to reflect the funding offer. On 24 July 2019, a Council workshop was held to provide an assessment of the impact of earlier construction along with sensitivity analyses of funding options. The modelling indicated that the City can afford to construct and maintain the BEACH, provided some trade-offs and choices are made around rating levels, asset management and other expenditure. These models were provided on the assumption that the City would not receive any State Government funding.

From an operational perspective, financial projections indicate the BEACH will operate at an operating deficit and this has been reflected in the current draft LTFP. Through further analysis of a market demand and economic assessment undertaken in 2017, which considered scenario-based financial forecasts based on conservative and optimal number of events/performances and attendances, and assessment of other performing art centres, more up-to-date financial projections have been made and will be included in the new LTFP.

Lots 4-7, 10, 110, 181-182 Brown Street were purchased for \$3.7M and were financed through the City's City Car Parking and Access Reserve, cash-in-lieu funds paid by developers and a loan (of which the loan repayments are funded from the City Car Parking Reserve). While there is no lawful impediment to utilising the portion of the asset acquired through use of the funds that were held in the Reserve, or which would otherwise have been allocated to the Reserve, should all or most of the site be allocated to other purposes, the City would need to either return the cash-in-lieu funds or spend an equivalent sum (plus the interest that would otherwise have accrued) on land or infrastructure to meet car parking demand in the City Centre. No such budget has been allocated to the BEACH project.

**Stakeholder Consultation**

Given the extensive consultation undertaken to date in relation to a PACC no further consultation in relation to its progression or location is considered necessary. Key community stakeholders such as the Repertory Club and Weld Theatre have been supportive of the current proposed site. However, moving forward, there will be a number of opportunities for stakeholder engagement and community consultation on the design and operation of the facility, and more broadly the Busselton Cultural Precinct.

**Risk Assessment**

An assessment of the potential implications of implementing the officer recommendation has been undertaken using the City's risk management framework, with risks assessed taking into account any controls already in place. No risks of a medium or greater level have been identified.

**Options**

As an alternative to the proposed recommendation, the Council could decide to undertake consultation as outlined in the Motion.

**CONCLUSION**

Since 2007, an extensive amount of community consultation has been undertaken that has seen the development of a PACC continually raised as a priority project. This has resulted in a number of investigations undertaken on the location of a PACC which has led to a number of formal Council considerations on the matter, resulting in Lots 43 and 44 Queen Street designated as the preferred site.

While Lots 4-7, 10, 110, 181-182 Brown Street remain vacant, they were financed through the City's City Car Parking and Access Reserve, cash-in-lieu funds paid by developers and a loan specifically for the purpose of increasing the number of car parking bays in the Busselton CBD and it is therefore not considered an appropriate location for the BEACH.

Through the City's integrated strategic planning processes, the development and operation of the BEACH has been incorporated into the draft LTFP and re-modelling undertaken following the Federal Government's \$10.35M contribution shows the Council can afford to construct and operate it.

As a result of the extensive work undertaken on the project to date, including the considerable amount of consultation, it is not considered necessary to undertake further consultation on the location of the BEACH, or whether the community is prepared to part fund the construction and operations of the facility.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Council will note the recommendation at the Ordinary Meeting of Council 29 January 2020.

16.3 RESPONSE TO MOTION - GENERAL MEETING OF ELECTORS 2 DECEMBER 2019 - BUSSELTON TOURIST BUREAU

<b>STRATEGIC GOAL</b>	6. LEADERSHIP Visionary, collaborative, accountable
<b>STRATEGIC OBJECTIVE</b>	6.1 Governance systems, process and practices are responsible, ethical and transparent.
<b>SUBJECT INDEX</b>	Motion
<b>BUSINESS UNIT</b>	Community and Commercial Services
<b>REPORTING OFFICER</b>	Director, Community and Commercial Services - Naomi Searle
<b>AUTHORISING OFFICER</b>	Chief Executive Officer - Mike Archer
<b>NATURE OF DECISION</b>	Executive: substantial direction setting, including adopting strategies, plans and policies (excluding local planning policies), tenders, setting and amending budgets, funding, donations and sponsorships, reviewing committee recommendations
<b>VOTING REQUIREMENT</b>	Simple Majority
<b>ATTACHMENTS</b>	Nil

**OFFICER RECOMMENDATION**

**That the following Motion carried at the General Meeting of Electors, 2 December 2019 (C1912/244) be noted by Council and no further action be taken:**

***That the Council initiate proceedings to re-establish the Busselton Tourist Bureau, and that this initiative comes from Council level.***

**EXECUTIVE SUMMARY**

At the General Meeting of Electors, 2 December 2019, the following motion was carried:

***That the Council initiate proceedings to re-establish the Busselton Tourist Bureau, and that this initiative comes from Council level.***

This report considers that motion and recommends that Council note the motion and take no further action.

**BACKGROUND**

A Regional Marketing Group (RMG) was established in 2012 as a stakeholder reference forum to discuss the merits of developing a unified tourism destination brand for the Capes region. At that point, the region was marketed by two separate local tourism associations being the Geographe Bay Tourism Association Inc. (GBTA) and the Augusta Margaret River Tourism Association Inc. (AMRTA).

The RMG was established following an industry-led effort advocating a more streamlined and unified approach to regional tourism destination marketing, and was used to consult with key stakeholder organisations and to seek specialist advice on regional branding. The RMG was chaired independently by Hon Barry House MLC (Member for the South West) and included representatives from:

- Tourism Western Australia;
- South West Development Commission;
- Australia's South West Inc;
- Augusta Margaret River Tourism Association Inc;
- Geographe Bay Tourism Association Inc;
- City of Busselton;
- Shire of Augusta-Margaret River;
- Margaret River Wine Industry Association Inc;

- Busselton Jetty and Environment Conservation Association Inc;
- Busselton Chamber of Commerce and Industry Inc;
- Dunsborough-Yallingup Chamber of Commerce and Industry Inc;
- Margaret River Chamber of Commerce and Industry Inc; and
- Augusta Chamber of Commerce and Industry Inc.

The RMG appointed a market research and branding firm 'Braincells' to undertake research to identify the region's character, personalities, strengths and weaknesses and ultimately develop a unified brand and sub-brands.

Following a series of individual presentations on draft branding concepts, a final gathering of the RMG forum was convened on 14 February 2014 to seek broad agreement on a unified brand concept. The brand name 'The Margaret River Region' was unanimously supported 'in-principle' to promote the region as a tourist destination.

The RMG also endorsed a due diligence review of governance arrangements and to assess various business models that may best support implementation of a unified brand. The GBTA and AMRTA appointed consulting group Churchill Consulting to conduct this review and make recommendations.

On 26 March 2014, Council debated its position on a unified regional brand identity 'The Margaret River Region', that was recommended by the Regional Marketing Group (a forum of regional stakeholders in tourism, government and industry). Council resolved (C1403/081) its position to be as follows:

*That the Council:*

- 1. Acknowledges the Unified Regional Branding Strategy project undertaken by the Regional Marketing Group and its endorsement 'in-principle' of a proposed new tourism destination marketing brand for the Capes Region as being 'The Margaret River Region', noting that further development of sub-regional branding will occur with further input from stakeholder organisations including the City of Busselton;*
- 2. Request that the Regional Marketing Group's consideration of the brands 'The Busselton Margaret River Region' or 'The Margaret River Busselton Region' or 'The Capes Region' and the inclusion of sub-regions that retain the City of Busselton's major population points (Busselton, Dunsborough, Yallingup);*
- 3. Contributes to the review of governance and structural arrangements that support visitor servicing and destination marketing of the Capes Region currently being undertaken by the Geopraphe Bay Tourism Association Inc. (GBTA) and the Augusta-Margaret River Tourism Association Inc. (AMRTA); and*
- 4. Awaits the outcomes of the review of governance and structural arrangements of the GBTA and AMRTA before further consideration of its role and responsibilities in supporting visitor servicing and destination marketing including support for any proposed unified brand and associated sub-regional brands.*

Subsequent to the Council resolution, Tourism Western Australia commissioned market research company TNS, to undertake an in-depth study and analysis on brand identity for the area from Busselton to Augusta, and to compare this to existing research on Western Australian destinations. This was presented to Council on 20 August 2014.



The findings of the research supported the previous recommendation of the RMG to adopt the brand identity 'The Margaret River Region', due to its strong awareness and appeal, particularly in interstate and international markets. The results of the TNS research recommended intrastate marketing efforts should retain a sharp focus on associated 'location-based' sub-branding, with experiences/activities nested within.

On 22 October 2014, Council resolved (C1410/268):

*That the Council:*

- 1. Acknowledges the independent tourism destination market research undertaken by TNS, for Tourism Western Australia; and,*
- 2. Supports further development of 'The Margaret River Region' as the future umbrella brand identity for tourism destination marketing purposes, on the basis that associated 'location-based' sub-brand identities within the City of Busselton district ('Busselton', 'Dunsborough' and 'Yallingup') accompany the umbrella brand identity, as key destination points.*
- 3. Continue to market and promote the City - Busselton, Dunsborough and Yallingup through the Marketing and Events Reference Group and other appropriate means as the destination of choice within 'The Margaret River Region'.*

Further to the review by Churchill Consulting of structural and governance arrangements, a vote in late 2014 by the association memberships saw the formation of a single tourism body, to support the implementation of a unified regional brand – the Margaret River Busselton Tourism Association (MRBTA).

#### **OFFICER COMMENT**

The development of a unified destination marketing brand for the Capes Region was an initiative of the two local tourism associations, financially supported by Tourism Western Australia and the South West Development Commission. Its aim was to achieve a unified marketing brand that transcends administrative boundaries of local government and entices more tourists to visit the region; resulting in increased economic activity and sustainability of businesses involved in the tourism sector.

Aligned to this, and supported by a comprehensive review, the two associations determined they were best able to support a unified marketing brand as a single tourism body. In 2014 the GBTA Board President publically encouraged its membership base to vote in favour of the amalgamation of the two associations in order to build a stronger tourism organisation that would see it become one of the largest in Australia. The proposal to amalgamate the two organisations was developed in response to members' dissatisfaction with the duplication of marketing, visitor servicing and membership initiatives across the two organisations. A large percentage of members belonged to both GBTA and AMRTA, and were represented by two brands, two websites, two visitor guides, and two maps, and by both organisations at the same trade and consumer level. Further to this, the GBTA and AMRTA identified that the lack of a cohesive marketing strategy had diluted the region's branding efforts and resulted in an inefficient use of resources.

The MRBTA has been successfully operating since 2015, and has a leasehold on premises at the Busselton Foreshore for a term of 42 years (with the first option due in 2038). The region's tourism industry has seen overwhelming benefits from the amalgamation with MRBTA now servicing over 750 members. Further to this, the amalgamation of the two entities has resulted in significant operational efficiencies for the two organisations allowing more funding to be allocated towards the marketing of the region and development of tourism product. MRBTA has also been able to maximise funding opportunities to upgrade 'iconic' tourist assets such as the lighthouse settlements and caves infrastructure throughout the region.

The City has long been a supporter of the tourism industry and currently makes a financial assistance grant of approximately \$160,000 per annum to support the visitor serving operations of the MRBTA in Busselton and Dunsborough, as it did to support the GBTA. Established in prime locations including the redeveloped Busselton Foreshore and Dunsborough town centre, the Visitor Information Centres provide essential services to both tourists and residents.

To re-establish a Busselton tourist bureau would be counterproductive as it would not only go against the previous researched recommendations and outcomes, it would recreate the inefficiencies brought about by having two tourism organisations effectively competing against each other in tourism operations and marketing. Further to this, it would conflict with the desires of the tourism industry who voted in favour of the amalgamation of the tourism organisations. In addition, Council financial support for a 'new' building is not considered appropriate when the City already funds the MRBTA to provide visitor serving.

### **Statutory Environment**

Clause 17.11 of the *City of Busselton Standing Orders Local Law 2018* and section 5.33 of the *Local Government Act 1995* provide for how a decision from an Electors Meeting is to be treated.

Although it has no statutory responsibilities with regard to destination marketing and branding per se, the relative significance of tourism as an economic contributor to income and employment in the Busselton district is acknowledged.

### **Relevant Plans and Policies**

The officer recommendation aligns to the City of Busselton's Economic Development Strategy 2016-2026. The Strategy identifies six key focus areas that reflects the values of the community and priorities of Government, one being 'investment attraction and marketing'. An outcome of this key focus area is national and international recognition of Busselton as the business and tourism hub of the Margaret River Region.

### **Financial Implications**

There are no financial implications associated with the officer recommendation. However, if the City was to consider the re-establishment of a new building, no doubt there would be an expectation of City funding through the marketing and events budget.

### **Stakeholder Consultation**

No external stakeholder consultation was required or undertaken in relation to this matter. As detailed in the Background section of this report however, the current position with respect to both a unified destination marketing brand and a single tourism body was established through extensive consultation and research. In the event that Council did seek to re-establish a Busselton tourist bureau, extensive consultation with (at least) MRBTA and Tourism Western Australia would be required.

### **Risk Assessment**

An assessment of the potential implications of implementing the officer recommendation has been undertaken using the City's risk management framework, with risks assessed taking into account any controls already in place. No risks of a medium or greater level have been identified.

### **Options**

As an alternative to the proposed recommendation, the Council could decide to further investigate the re-establishment of a Busselton tourist bureau. For the reasons outlined in this report, that is not recommended.

**CONCLUSION**

The amalgamation of the region's two tourism associations follows years of duplicated tourism servicing and marketing. Backed by the former GBTA and AMRTA Boards, and their respective membership bases, significant support drove the establishment of the MRBTA. The MRBTA's primary focus is to increase visitor numbers and nights to the region, and they do so through coordinated marketing of the region by capitalising on the internationally renowned Margaret River Region brand, operation of key tourism businesses, and the servicing of three visitor information centres, two of which are located in Busselton and Dunsborough.

The re-establishment of the Busselton tourist bureau would be counterproductive. It would undo the years of work that has resulted in a highly recognised tourism organisation renowned on both national and international platforms. For these reasons, it is recommended that the motion to initiate proceedings to re-establish the Busselton tourist bureau not be supported.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

The officer recommendation will be implemented immediately.

16.4 RESPONSE TO MOTION - GENERAL MEETING OF ELECTORS 2 DECEMBER 2019 - WEATHER STATION

<b>STRATEGIC GOAL</b>	6. LEADERSHIP Visionary, collaborative, accountable
<b>STRATEGIC OBJECTIVE</b>	6.1 Governance systems, process and practices are responsible, ethical and transparent.
<b>SUBJECT INDEX</b>	Motion
<b>BUSINESS UNIT</b>	Corporate Services
<b>REPORTING OFFICER</b>	Manager Governance and Corporate Services - Sarah Pierson
<b>AUTHORISING OFFICER</b>	Chief Executive Officer - Mike Archer
<b>NATURE OF DECISION</b>	Advocacy: to advocate on its own behalf or on behalf of its community to another level of government/body/agency
<b>VOTING REQUIREMENT</b>	Simple Majority
<b>ATTACHMENTS</b>	Nil

**OFFICER RECOMMENDATION**

That the Council

1. **Note the following Motion carried at the General Meeting of Electors, 2 December 2019 (C1912/245):**

*That the City of Busselton take the necessary steps to request that the WA Bureau of Meteorology establish an office weather station in the Busselton CBD;*

and

2. **Request the CEO to write to the Bureau of Meteorology seeking the establishment of a weather station on the City of Busselton Civic and Administration Centre or at another suitable and central location.**

**EXECUTIVE SUMMARY**

At the General Meeting of Electors, 2 December 2019, the following motion was carried

*That the Council That the City of Busselton take the necessary steps to request that the WA Bureau of Metrology establish an office weather station in the Busselton CBD.*

This report considers that motion and recommends that Council note the motion and to write to the Bureau of Meteorology seeking the establishment of a weather station on the City of Busselton Civic and Administration Centre or at another suitable and central location.

**BACKGROUND**

Busselton's weather is currently recorded by the weather station at Busselton Margaret River Regional Airport, located 10.6 kilometres from the centre of Busselton (as per the Busselton GPO). There is also a weather station at the Busselton Jetty however it only records wind. Up until approximately 2011 there was a weather station at the Busselton Hospital. It has been proposed that a full weather station be reinstated more centrally in Busselton.

It should be noted that there are other weather stations across the district; in Dunsborough at Cape Naturaliste and in Jarrahwood.

**OFFICER COMMENT**

It is considered reasonable that residents and visitors to and from Busselton would want to establish weather conditions as they relate to a more central point in Busselton; this is particularly so given the coastal location of the Busselton town centre and surrounds and the different weather conditions this can bring as compared to conditions at the airport, given it is 10kms from the Busselton CBD and further inland on the coastal plain.

Some initial contact has been made with the WA Bureau of Meteorology (BOM) to discuss the possibility of an additional weather station. They have advised that there are no plans for expansion of the Automatic Weather Station network in the Busselton area, and that they would not be able to provide sufficient justification (through improved forecast accuracy) for funding to install new instrumentation, given they already operate a weather station at the Busselton Airport and a wind anemometer at Busselton jetty.

BOM further advised that the City is able to put in our own weather station, with the data able to be received via WOW, their Weather Observations Website. WOW provides an online weather sharing community in Australia, enabling people to contribute real-time or automated weather observations, sightings and weather snaps. Officers have not at this stage investigated the costs and implications associated with this. While noting the BOM's initial response, a more formal request to BOM is recommended, prior to the City expending additional resources.

It is noted that the motion carried at the General Meeting of Electors seeks to have a station established in the Busselton CBD. It is recommended however that the City of Busselton Civic and Administration Centre be suggested as a possible suitable, and available, location.

**Statutory Environment**

Clause 17.11 of the City of Busselton Standing Orders Local Law and section 5.33 of the Local Government Act 1995 provide for how a decision from an Electors Meeting is to be treated.

**Relevant Plans and Policies**

There are no relevant plans or policies to consider in relation to this matter.

**Financial Implications**

There are no financial implications associated with the officer recommendation.

If BOM will not fund an additional weather station, and Council was of a mind to do so, the costs could potentially be considered as a budget bid in next year's budget.

**Stakeholder Consultation**

As outlined in the Officer Comment above contact has been made with the BOM, and they have not indicated support for an additional station.

**Risk Assessment**

An assessment of the potential implications of implementing the officer recommendation has been undertaken using the City's risk management framework, with risks assessed taking into account any controls already in place. No risks of a medium or greater level have been identified.

**Options**

As an alternative to the proposed recommendation, the Council could choose to note the motion and take no further action.

**CONCLUSION**

In response to a motion carried at the General Meeting of Electors, it is recommended that Council request the CEO to formally write to the BOM seeking the establishment of an additional weather station in a more central location within Busselton, outlining the reasons as stated in this report.


**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Upon adoption, officers will formally write to the BOM within two weeks.



## 17. CHIEF EXECUTIVE OFFICERS REPORT

### 17.1 COUNCILLORS' INFORMATION BULLETIN

<b>STRATEGIC GOAL</b>	6. LEADERSHIP Visionary, collaborative, accountable
<b>STRATEGIC OBJECTIVE</b>	6.1 Governance systems, process and practices are responsible, ethical and transparent.
<b>SUBJECT INDEX</b>	COUNCILLORS' INFORMATION BULLETIN
<b>BUSINESS UNIT</b>	Executive Services
<b>REPORTING OFFICER</b>	Reporting Officers - Various
<b>AUTHORISING OFFICER</b>	Director Finance and Corporate Services - Tony Nottle
<b>NATURE OF DECISION</b>	Choose an item.
<b>VOTING REQUIREMENT</b>	Simple Majority
<b>ATTACHMENTS</b>	Attachment A WAEC Ordinary Election Report 

### OFFICER RECOMMENDATION

That the items from the Councillors' Information Bulletin be noted:

#### 17.1.1 Tender Update report

#### 17.1.2 Donations, Contributions and Subsidies Fund – November and December 2019

#### 17.1.3 Western Australian Electoral Commission Report

### EXECUTIVE SUMMARY

This report provides an overview of a range of information that is considered appropriate to be formally presented to the Council for its receipt and noting. The information is provided in order to ensure that each Councillor, and the Council, is being kept fully informed, while also acknowledging that these are matters that will also be of interest to the community. Any matter that is raised in this report as a result of incoming correspondence is to be dealt with as normal business correspondence, but is presented in this bulletin for the information of the Council and the community.

### INFORMATION BULLETIN

#### 17.1.1 Tender Update report

#### 2019/2020 TENDERS

**Note:** Information in *italics* has previously been provided to Council, and is provided for completeness.

#### **RFT12/19 CCTV INSTALLATION AND MAINTENANCE PROJECT**

- *Requirement – to extend City of Busselton closed circuit television surveillance capacity at the following venues to ensure ongoing community safety, asset protection and crime prevention:*
  - (a) *Busselton Foreshore;*
  - (b) *Naturaliste Community Centre; and*
  - (c) *John Edwards Pavilion located in Dunsborough.**The project will involve the installation of CCTV hardware and software at Busselton Foreshore, Naturaliste Community Centre and John Edwards Pavilion and ongoing maintenance and support services for these locations.*
- *A Request for Tender was advertised on 24 August 2019 with a closing date of 24 September 2019.*
- *Three submissions were received.*
- *A contract was awarded by the CEO under delegated authority to Spyker Technologies Pty Ltd in December 2019.*

**RFT16/19 DESIGN, SUPPLY AND INSTALLATION OF BAGGAGE HANDLING SYSTEM**

- *Requirement – the design, supply and installation of baggage handling systems at Busselton Margaret River Airport.*
- *A Request for Tender was advertised on 9 October 2019 with a closing date of 31 October 2019.*
- Two submissions were received.
- A contract was awarded by the CEO under delegated authority to BCS Airport Systems Pty Ltd in November 2019.

**RFT17/19 SUPPLY AND INSTALLATION OF SECURITY SCREENING EQUIPMENT**

- *Requirement – supply and installation of the security screening equipment at Busselton Margaret River Airport.*
- *A Request for Tender was advertised on 9 October 2019 with a closing date of 31 October 2019.*
- *One submission was received.*
- A contract was awarded by the CEO under delegated authority to Smiths Detection (Australia) Pty Ltd for specific security screening equipment and services (excluding a body scanner) in November 2019.

**RFT18/19 DESIGN AND CONSTRUCTION OF TERMINAL BUILDING IMPROVEMENTS**

- *Requirement – design and construct improvements to the terminal building at Busselton Margaret River Airport.*
- *A Request for Tender was advertised on 16 October 2019 with a closing date of 15 November 2019.*
- A contract was awarded by the CEO under delegated authority to Pindan Contracting Pty Ltd in December 2019.

**RFT19/19 DESIGN AND CONSTRUCTION OF ARRIVAL HALL**

- *Requirement – design and construct an arrival hall at Busselton Margaret River Airport.*
- *A Request for Tender was advertised on 16 October 2019 with a closing date of 8 November 2019.*
- *The closing date was extended to 15 November 2019.*
- A contract was awarded by the CEO under delegated authority to Pindan Contracting Pty Ltd in December 2019.

**RFT20/19 SUPPLY AND LAYING OF EXTRUDED KERBING**

- *Requirement – supply and laying of extruded kerbing within the City of Busselton.*
- The CEO elected not to invite tenders, but rather to procure the services through the establishment of a panel of pre-qualified suppliers pursuant to PQS01-20 Request for Applications to Join a Panel of Pre-Qualified Suppliers – Supply and Laying of Extruded Kerbing (as detailed further below).

**RFT21/19 SUPPLY OF CLEANING CHEMICALS AND PAPER CONSUMABLES**

- *Requirement – the supply of cleaning chemicals and paper consumables to City of Busselton owned and managed facilities.*
- *A Request for Tender was advertised on 26 October 2019 with a closing date of 21 November 2019.*
- Five submissions were received and are being evaluated.

**RFT22/19 BUSSELTON COASTAL ADAPTATION WORKS 2019/2020**

- Requirement – modification of the Holgate Road Groyne at Broadwater and construction of a new GSC groyne, as well as the construction of three new GSC groynes at Wonnerup.
- A Request for Tender was advertised on 16 November 2019 with closing date 3 December 2019.
- Three submissions were received.
- This item is being considered as part of this agenda.

**RFT23/19 LOU WESTON COURTS CONSTRUCTION AND CIVIL WORKS**

- Requirement – construction of Lou Western Courts and civil works.
- A Request for Tender was advertised on 26 October 2019 with a closing date of 12 November 2019.
- Six submissions were received.
- At the Council meeting on 11 December 2019 Council endorsed the recommendation that BCP Contractors Pty Ltd was the preferred tenderer (C1912/264). Council delegated power and authority to the CEO to:
  - negotiate and agree with the Preferred Tenderer variations in accordance with Regulations 20 and 21A of the *Local Government (Functions and General) Regulations 1996* subject to such variations not to exceed the overall project budget;
  - negotiate and agree with the Preferred Tenderer the final terms and conditions of the contract (including rates/contract prices); and
  - subject to the above, enter into contracts with the Preferred Tenderer for supply of the relevant goods and services.
- A contract was awarded by the CEO under delegated authority to BCP Contractors Pty Ltd in December 2019.

**RFT24/19 LOU WESTON PAVILION CONSTRUCTION**

- Requirement – construction of the Lou Weston Pavilion.
- A Request for Tender was advertised on 2 November 2019 with a closing date of 26 November 2019.
- Eight submissions were received.
- At the Council meeting on 11 December 2019 Council endorsed the recommendation that I.C. Developments Pty Ltd T/A Innovest Construction was the preferred tenderer (C1912/265). Council delegated power and authority to the CEO to:
  - negotiate and agree with the Preferred Tenderer variations in accordance with Regulations 20 and 21A of the *Local Government (Functions and General) Regulations 1996* subject to such variations not to exceed the overall project budget;
  - negotiate and agree with the Preferred Tenderer the final terms and conditions of the contract (including rates/contract prices); and
  - subject to the above, enter into contracts with the Preferred Tenderer for supply of the relevant goods and services.
- A contract was awarded by the CEO under delegated authority to I.C. Developments Pty Ltd T/A Innovest Construction in December 2019.

**RFT25/19 BUSSELTON SENIOR CITIZENS CENTRE UPGRADE AND EXPANSION**

- Requirement – upgrade and expansion of the Busselton Senior Citizens Centre.
- A Request for Tender was advertised on 27 November 2019 with a closing date of 17 December 2019.
- Five submissions were received.
- The value of the contract is expected to exceed the CEO's current delegated authority under Delegation DA 1-07 (previous delegation reference LG3J) and will require Council approval.
- This tender is being considered as part of this agenda.

**RFT26/19 HOTEL SITE 1 PRECINCT CIVIL & LANDSCAPING WORKS**

- Requirement – civil and landscaping works to Busselton Foreshore Hotel Site 1.
- A Request for Tender was advertised on 30 November 2019 with a closing date of 14 January 2020.
- The value of the contract is expected to exceed the CEO's current delegated authority under Delegation DA 1-07 (previous delegation reference LG3J) and will require Council approval.

**PQS01/20 SUPPLY AND LAYING OF EXTRUDED KERBING – REQUEST FOR APPLICATIONS TO JOIN A PANEL OF PRE-QUALIFIED SUPPLIERS**

- Requirement – supply of laying of extruded kerbing.
- The PQS was advertised on 4 January 2020 with a closing date of 28 January 2020.
- In accordance with delegation DA 1-10 (previous delegation reference LG3M) the CEO has authority to establish the panel and to accept application to join the panel.

**17.1.2 Donations, Contributions and Subsidies Fund – November and December 2019**

The Council allocates an annual budget allowance to the Donations, Contributions and Subsidies (Sponsorship Fund). This is provided such that eligible groups and individuals can apply for and receive sponsorship to assist them in the pursuit of endeavors that bring direct benefit to the broader community. Allocation of the funds is delegated to the Chief Executive Officer, in accordance with published guidelines and funding availability.

7 applications were supported in November 2019, totaling \$2,650.00 and 8 applications were supported in December 2019, totalling \$2,600.00 as outlined in the table below:

Recipient	Purpose	Amount
Combined Churches of Busselton	Funds requested to assist with purchasing items to be included in gift hampers to be gifted to those less fortunate within the Busselton community.	\$500.00
Dunsborough Art Society	Funds requested to assist with the cost of running the annual Capes Artist Exhibition	\$500.00
Yallingup Steiner School	Contribution towards Year 6 graduation awards/prizes	\$100.00
Wadan Warangkiny	Funding requested as a contribution towards the cost of fees for musicians Gina Williams and Guy Ghouse to visit Busselton and present two Noongar singing workshops as part of the Festival Of Busselton Program.	\$500.00
Salvation Army Toy Ride	Funds requested by volunteers from the Busselton Salvation Army Branch to cover the cost of hiring umbrellas to be provided at the toy ride fundraiser following the Augusta to Busselton ride. Funds were raised for the local Salvation Army Christmas Appeal.	\$250.00
Emma Cattlin	Selected to represent WA at the National Junior Surf Titles held in Margaret River. Funds to assist with event registration costs.	\$300.00

Surfing WA	Funds requested as a contribution towards the delivery of two CPR and first aid courses targeted for surfers who use local beaches, enabling them to provide this life saving skill at unpatrolled surf beaches within the district If necessary.	\$500.00
	<b>November Total</b>	<b>\$2,650</b>
Undalup Association	Funding requested to cover the cost of hiring a bus to transport senior carers to and from the Seniors Morning Tea event held at Wonnerup House as part of Seniors week 2019 celebrations.	\$500.00
Georgiana Molloy Anglican School	Contribution towards prizes for end of year graduation awards night - \$100 for Primary school and \$200 for Secondary School Awards	\$300.00
Jayden Tucker	Selected to represent WA at the Under 18 Mens National Softball Championships held in Blacktown, NSW. Funds to assist with travel related expenses.	\$300.00
Dylan Vernon	Selected to represent WA at the National Junior Surf Titles held in Margaret River. Funds to assist with event registration costs.	\$300.00
Connor Dallachy	Selected to represent WA at the Australian Junior National Ten Pin Bowling championships held in Mount Gravatt, QLD. Funds to assist with travel related expenses.	\$300.00
St Georges Community Care Dunsborough	Funds requested as a contribution towards the cost of hosting their annual Christmas dinner for less fortunate members of the community	\$800.00
Busselton Primary School	Contribution towards Year 6 graduation awards	\$100.00
	<b>December Total</b>	<b>\$2,600.00</b>

### 17.1.3 Western Australian Electoral Commission Report

- Western Australian Electoral Commission Report - Ordinary Election 19 October 2019 (Attachment A)

# City of Busselton

Ordinary Election

19 October 2019





**CITY OF BUSSELTON  
ELECTION REPORT**

**ORDINARY ELECTIONS  
19 OCTOBER 2019**

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**CITY OF BUSSELTON  
ELECTION REPORT**

**ORDINARY ELECTIONS  
19 OCTOBER 2019**

**INTRODUCTION**

A total of 90 local governments requested that the Electoral Commissioner conduct their ordinary elections in October 2019. This compares with 89 local governments in 2017 and 88 in 2015.

The Western Australian Electoral Commission was engaged by the City of Busselton to use postal voting for the October 2019 elections.

Within this report the *Local Government Act 1995* is referred to as the Act and regulations within the *Local Government (Elections) Regulations 1997* are referred to as regulations. The Western Australian Electoral Commission is abbreviated to the Commission.

The report that follows provides information about the election process together with the election results.

**ELECTION TIMETABLE**

The election timetable is prescribed by the Act. A copy of the timetable used for this election appears in Appendix 1. Key dates for this election were:

Close of the roll	30 August 2019
Opening of nominations	5 September 2019
Close of nominations	12 September 2019
Lodgement of packages to electors	23 September 2019

**RETURNING OFFICER**

**Appointment**

In accordance with section 4.20(4) of the Act, the Electoral Commissioner appointed Catherine Smallwood to be the Returning Officer for the election. The Electoral Commissioner is also required to appoint one or more Deputy Returning Officers under section 4.21(2) of the Act. Several staff members from the Electoral Commission were appointed as Deputy Returning Officers to assist with those electoral processes conducted centrally.

**Duties**

The Returning Officer was responsible for:

- receiving nominations from candidates;

- receiving and recording nomination fees;
- conducting the draws for positions on the ballot papers;
- receiving and reviewing candidate profiles and photographs;
- issuing replacement voting packages;
- organising the count;
- declaring the result of the elections; and
- parcelling the ballot papers and election material for storage by the City of Busselton.

**Support for Returning Officer**

The role of the Commission was to support the Returning Officer by:

- providing all handbooks, manuals and forms;
- arranging for the printing of materials for the voting packages;
- producing the residents roll;
- arranging for the secure dispatch of ballot packages;
- recording the return of votes by mail;
- notifying the Minister for Local Government of the results of the election;
- providing electoral information on the Commission's website;
- seeking legal advice as required; and
- preparing this election report.

**ADVERTISING**

**Statutory Advertising**

The Act requires the placement of three statutory advertisements in a newspaper with statewide circulation. The Commission placed all statutory advertising in *The West Australian*.

The first advertisement was a *Notice of Close of Enrolments*, which appeared in *The West Australian* on Wednesday 14 August 2019 in accordance with section 4.39(2) of the Act.

The second advertisement was a *Call for Nominations* notice, which appeared in *The West Australian* on Wednesday 28 August 2019 in accordance with section 4.47(1) of the Act.

The third advertisement was a *Notice of Election*, which appeared in *The West Australian* on Wednesday 18 September 2019 in accordance with section 4.64(1) of the Act.



**CITY OF BUSSELTON  
ELECTION REPORT****ORDINARY ELECTIONS  
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The *Notice of Close of Enrolments* was sent on Thursday 15 August 2019 to the City of Busselton for placement on the public noticeboard and on a noticeboard at every local government library in the district.

The *Call for Nominations* notice was sent on Thursday 29 August 2019 to the City of Busselton for placement on the public noticeboard and on a noticeboard at every local government library in the district.

The *Notice of Election* was sent on Thursday 19 September 2019 to the City of Busselton for placement on the public noticeboard and on a noticeboard at every local government library in the district.

Advertisements announcing the election results were placed in *The West Australian* on Thursday 24 October 2019 and sent on the same day to the City of Busselton for placement on the public noticeboard and on a noticeboard at every local government library in the district.

Appendix 2 shows the noticeboard advertisements.

**The Commission Website**

The City of Busselton had a visual presence on the Commission's website at [www.elections.wa.gov.au](http://www.elections.wa.gov.au) in terms of logo, address and link to its home page, as seen below. People visiting the Commission's website could view a broad range of electoral information, including:

- key dates and deadlines for the election;
- how to vote information;
- lists of candidates (after close of nominations);
- Returning Officer and local government contact details; and
- Australia Post daily package return figures.

**2019 Ordinary Election Busselton Results**

Busselton profile and past elections

Roll Close 30 Aug 2019 5:00 PM  
Close of Nominations 12 Sep 2019 4:00 PM  
Date of Election 19 Oct 2019  
Returning Officer Catherine SMALLWOOD  
☎ 0419 799 097  
✉ [LGro\\_bus@elections.wa.gov.au](mailto:LGro_bus@elections.wa.gov.au)

BUSSELTON			
Vacancies	(6) Councillors		
Expiry of term	(5) 21 October 2023 (1) 16 October 2021		
Total electors	27,970		
Turnout rate	30.47%		
Formal ballot papers	8,396		
Informal ballot papers	127		

Candidates	Votes	Percentage	Expiry of Term
COX, Kate	3,658	8.41%	21 October 2023
REEKIE, Robert	3,339	7.67%	



WESTERN AUSTRALIAN  
Electoral Commission

**CITY OF BUSSELTON  
ELECTION REPORT****ORDINARY ELECTIONS  
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The election results were shown on the Commission's website on election night.

**ELECTORAL ROLLS**

The rolls closed at 5.00 pm on 30 August 2019 in accordance with section 4.39(1) of the Act.

The Chief Executive Officer prepared the owners and occupiers roll. The Electoral Commissioner prepared the residents roll.

Electronic rolls were produced on thumb drives. These were made available as soon as possible after roll close to ensure that candidates had the opportunity to use them for their election campaign when nominations opened.

Candidates and members of council were provided with one free copy of the residents roll and the owners and occupiers roll on request.

**Candidate Information USB's**

Each candidate was provided with an information package on a thumb drive that contained:

- a handbook entitled *Information for Candidates*;
- a handbook entitled *Information for Scrutineers*;
- a booklet entitled *Formality of Ballot Paper Guide*;
- a booklet entitled *Service Charter for Local Government Elections 2019*;
- Form LG 08 *Nomination for Election by (Candidate and Mayor)*;
- Form LG 09 *Nomination for Election by Agent*;
- Form LG 09A *Disclosure of Gifts*; and
- Form LG 18 *Appointment of Scrutineer*;

**NOMINATIONS**

Nominations opened on 5 September 2019 and closed at 4.00 pm 12 September 2019 in accordance with Section 4.49(a) of the Act.

Nominations were called for the following councillor vacancies:

District	No of vacancies	Length of term
Busselton	5	4 year term
Busselton	1	2 year term

Candidates were required to supply the following when they nominated for a vacancy:

- nomination form;
- profile of no more than 150 words;
- nomination deposit of \$80.00; and
- photograph (optional).

At the close of nominations the Returning Officer had accepted 14 nominations for councillor.

A draw was conducted for ballot paper position for the election. The candidates are listed in ballot paper order, as follows:

District	Expiry of term	Candidates Nominated
Busselton	21 October 2023 & 16 October 2021	COX, Kate REEKIE, Robert BARRETT-LENNARD, Jo PAINE, Ross TARBOTTON, Coralie AVERY, Julia (Midge) CRONIN, Phil CARTER, Paul Thomas MCCALLUM, John KAIGG, Valerie RYAN, Anne RICCELLI, Sue STONE, Beverley GREIG, Brian

**PRODUCTION OF ELECTION  
PACKAGES AND MAIL-OUT**

The Commission created a postal list for the election, comprising electors from the owners and occupiers roll and the residents roll. Following the electronic merge of data from these two rolls, duplicate records were eliminated. This is designed to ensure that each eligible elector receives only one election package for each voting entitlement.

Election packages contain a ballot paper with candidate profiles attached, a ballot paper envelope with an elector certificate attached, a reply paid envelope and an information brochure.

Reply paid envelopes were printed as soon as it was confirmed that the election was to be held. Candidate profiles and secure printed ballot papers were then produced according to a schedule that enabled the mail-out to commence from 23 September 2019.

Each ballot paper envelope was overprinted with the elector's name and address and a barcode



**CITY OF BUSSELTON  
ELECTION REPORT****ORDINARY ELECTIONS  
19 OCTOBER 2019**

using information from the postal list. The name and address served as the address label and the barcode enabled the elector's name to be marked off the roll when the voting package was returned.

A total of 27,970 election packages were dispatched by Australia Post to electors in the City of Busselton.

Extra packages were sent to the City of Busselton for issuing replacement or provisional voting papers.

**ISSUE OF REPLACEMENT AND  
PROVISIONAL VOTING PAPERS**

Electors who lost, spoilt or misplaced their ballot papers or claimed not to have received an election package were entitled to apply for a replacement under regulation 45. People who claimed to have been omitted from the roll in error were entitled to apply for provisional voting papers under regulation 46. The Returning Officer provided training to City of Busselton administration staff to issue replacement and provisional voting papers from the dispatch date up to and including election day.

A total of 78 replacement voting papers were issued for these elections, as indicated in Appendix 3.

No provisional election packages were issued.

**VOTING PACKAGES RECEIVED**

Appendix 4 contains daily totals of voting packages received and other statistics. Approximately 51.7% of the final number was received by the end of the first five business days. By way of comparison, 28.56% were returned during the first week in the 2017 ordinary postal elections.

**CHECKING OF POSTAL VOTING  
PAPERS**

In accordance with regulation 52, the checking process was conducted prior to election day at the Commission's Processing Centre from Tuesday 1 October 2019.

Postal voting packages were checked to ensure that the elector certificates had been completed correctly and electors' names were then marked off the roll using the barcode scanning process. The elector certificates were then removed so that the ballot paper envelopes had no identifying voter information on them. The ballot papers were then removed from the ballot paper envelopes

and placed in a sealed ballot box. Some packages did not contain a ballot paper; therefore the number of packages recorded as received was not equal to the number of ballot papers admitted to the count.

**ELECTION DAY**

Section 4.62 of the Act requires that there must be at least one polling place in the district open between the hours of 8.00 am and 6.00 pm on election day. This polling place was located at City of Busselton, Southern Drive, Busselton.

Staff at this polling place accepted hand-delivered voting packages and issued replacement and provisional voting papers. A total of 812 voting packages representing 2.9% of the total number of packages, were processed or replaced on election day.

**COUNTING OF VOTES**

The ballot boxes were opened after 6.00 pm and papers were sorted and counted by staff. The ballot boxes also had 350 ballot papers for the City of Bunbury. These ballot papers were counted at the City of Busselton and the count results forwarded to the Returning Officer for the City of Bunbury.

The support of the Council staff was appreciated in respect of the ballot papers for the Bunbury election requiring a small separate count in Busselton on the night.

**DECLARATION OF RESULTS**

The Returning Officer publicly declared the results of the election following the completion of counting and crosschecking by the Commission Head Office staff, in accordance with section 4.77 of the Act.

The following candidates were elected to the council of the City of Busselton for the terms given below.

District	Expiry of term	Councillors elected
Busselton	21 October 2023	CRONIN, Phill RICCELLI, Sue COX, Kate PAINE, Ross CARTER, Paul Thomas
Busselton	16 October 2021	BARRETT-LENNARD, Jo



**CITY OF BUSSELTON  
ELECTION REPORT**

**ORDINARY ELECTIONS  
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Appendix 5 contains complete details of the election results.

The Returning Officer subsequently gave local public notice of the result in accordance with regulation 80.

The result was transmitted to the Commission and uploaded to the Commission's website.

**REFUND OF NOMINATION FEES**

Nomination fees were refunded to all candidates who were elected. Those candidates who received at least 5% of the total number of valid votes included in the count also had their nomination fee refunded.

**STORAGE OF ELECTION MATERIAL**

Following the election all ballot papers, forms and election material used at the election were sealed in security boxes and returned to the City of Busselton for storage in accordance with regulation 82.

**ELECTOR PARTICIPATION**

In a postal election, the number of electors who return packages measures participation.

A total of 8,718 packages were returned giving a participation rate of 31.17%. The state average for local governments using the postal voting method in 2019 was 29.1%.

A further 86 packages had no certificate attached, so no name could be marked off the roll and they were rejected from further scrutiny.

The names of 8,632 electors were marked off the roll. Of these electors, 100 (0.36%) had incomplete elector certificates or were signed on behalf of the elector and were rejected from further scrutiny by the Returning Officer.

The remaining 8,523 election packages were opened. Of these, eight packages contained no ballot papers and one was set aside for the Returning Officer to make a determination on. As a result, 8,523 councillor ballot papers were admitted to the count, as shown in Appendix 6.

Appendix 7 details enrolment and voter participation. Other details on voter participation are at Appendices 8 to 11.

**CANDIDATE PARTICIPATION**

Appendix 12 provides statistical information on the candidates.

**UNCLAIMED MAIL**

As at Friday 15 November 2019, 751 election packages had been returned as unclaimed mail, representing 2.69% of the total number of packages dispatched. Of these, 739 were from electors on the residents' roll and 12 were from electors on the owners' and occupiers' roll.

The details of unclaimed mail from electors on the residents' roll have been forwarded to the Australian Electoral Commission to verify an ongoing entitlement to be enrolled. If not, the process to have their names removed from the roll will commence.

Details of unclaimed mail from electors on the owner's and occupier's roll have been sent to the City of Busselton for follow-up.

**LATE MAIL**

Between 6.00 pm on 19 October 2019 and close of business on Friday 25 October 2019, 138 election packages (0.49% of the total dispatched) were returned too late to be admitted to the count.

Electors are encouraged to post their votes early, but a small number of packages are invariably either posted late or delayed in the mail.

**STATUTORY REPORT**

In accordance with regulation 81, a report of the result of the election was sent to the Minister for Local Government on Friday 1 November 2019.

**COMPLAINTS**

Several complaints were raised during the election period predominately related to the use of social media or the authorisation of election material. These matters were competently handled locally by the Returning Officer with support from the Commission. All matters were successfully resolved within a timely manner.





**CITY OF BUSSELTON  
ELECTION REPORT**

**ORDINARY ELECTIONS  
19 OCTOBER 2019**

**Appendix 1**

**Election Timetable**

**POSTAL ELECTION TIMETABLE  
2019 Local Government Ordinary Election**

Days to Polling Day	Local Government Act	References to Act/Regs	Day	Date
80	Last day for declaration to have the Electoral Commissioner conduct a postal election.	LGA 4.20 (2)(3)(4)	Wed	31/07/2019
80	A decision made to conduct the election as a postal election cannot be rescinded after the 80th day.	LGA 4.61(5)	Wed	31/07/2019
70	Electoral Commissioner to appoint a person to be the Returning Officer of the Local Government for the election.	LGA 4.20 (4)	Sat	10/08/2019
70 to 56	Between the 70th/56th day the CEO is to give Statewide public notice of the time and date of close of enrolments. <b>Preferred date Wednesday 14 August 2019</b>	LGA 4.39(2)	Sat to Sat	10/08/2019 to 24/08/2019
56	Last day for the CEO to advise the Electoral Commissioner of the need to prepare a residents roll.	LGA 4.40(1)		24/08/2019
56	Advertising may begin for nominations from 56 days and no later than 45 days before election day. <b>Preferred date Wednesday 28 August 2019</b>	LGA 4.47(1)	Sat	24/08/2019
50	Close roll 5.00 pm	LGA 4.39(1)	Fri	30/08/2019
45	Last day for advertisement to be placed calling for nominations.	LGA 4.47(1)	Wed	4/09/2019
44	<b>Nominations Open</b> First day for candidates to lodge completed nomination paper, in the prescribed form, with the Returning Officer. Nominations period is open for 8 days.	LGA 4.49(a)	Thu	5/09/2019
38	If a candidate's nomination is withdrawn not later than 4.00 pm on the 38th day before election day, the candidate's deposit is to be refunded.	Reg. 27(5)	Wed	11/09/2019
37	<b>Close of Nominations</b> 4.00 pm on the 37th day before election day.	LGA 4.49(a)	Thu	12/09/2019
36	Last day for the CEO to prepare & certify an owners & occupiers roll for the election. Last day for the Electoral Commissioner to prepare & certify a residents roll.	LGA 4.41(1) LGA 4.40(2)	Fri	13/09/2019
29	Commencement of lodgement of Country Local Government District election packages with Australia Post. Delivery dependent on normal Australia Post standards.		Fri	20/09/2019
24	Commencement of lodgement of Metropolitan Local Government District election packages with Australia Post. Delivery dependent on normal Australia Post standards.		Wed	25/09/2019
22	The preparation of any consolidated roll under subregulation (1) be completed on or before 22nd day before election day.	Reg. 18(2)	Fri	27/09/2019
19	<b>Public Holiday</b>		Mon	30/09/2019
19	Last day for the Returning Officer to give Statewide public notice of the election. <b>Preferred date Wednesday 18 September 2019</b>	LGA 4.64(1)	Mon	30/09/2019
18	Commence processing returned election packages		Tue	1/10/2019
0	<b>Election Day</b> Close of poll 6.00 pm	LGA 4.7	Sat	19/10/2019

Post Election Day	Post Declaration	References to Act/Regs		Date
5	Election result advertisement.	LGA 4.77	Thu	24/10/2019
14	Report to Minister. The report relating to an election under section 4.79 is to be provided to the Minister within 14 days after the declaration of the result of the election.	Reg.81	Sat	2/11/2019
28	An invalidity complaint is to be made to a Court of Disputed Returns, constituted by a magistrate, but can only be made within 28 days after notice is given of the result of the election.	LGA 4.81(1)	Sat	16/11/2019

CITY OF BUSSELTON  
ELECTION REPORTORDINARY ELECTIONS  
19 OCTOBER 2019

## Appendix 2

## Noticeboard advertisements

**City of Busselton**  
Geographic logo

**LOCAL GOVERNMENT ORDINARY ELECTION  
CLOSE OF ENROLMENTS  
City of Busselton  
ROLL CLOSE: 5:00 PM Friday, 30 August 2019**

You may be eligible to be enrolled to vote in the local government elections on 19 October 2019 if you live in or are an owner or occupier of rateable property in the City of Busselton.

**Residents**  
You are automatically enrolled to vote if you are on the State Electoral Roll as at 5:00 PM Friday, 30 August 2019. If you are not already on the State Electoral Roll and meet the eligibility criteria, or if you have changed address recently, you must complete an enrolment form.

**Enrolment Forms**  
Electoral enrolment forms are available from the City of Busselton, all post offices, all Australian Electoral Commission offices or the Western Australian Electoral Commission and must be completed and reach a Divisional Returning Officer in Western Australia by 5:00 PM Friday, 30 August 2019.

**Non-Resident Owners and Occupiers**  
If you are a non-resident owner or occupier of rateable property in the City of Busselton and are on the State or Commonwealth Electoral Roll, you are eligible to enrol to vote. If you are not on the State or Commonwealth Electoral Roll and own or occupy rateable property in the City of Busselton you may be eligible to enrol to vote. This applies if you were on the last electoral roll for the City of Busselton prior to May 1996 and have owned or occupied rateable property in the district continuously since this time. Please contact your local government for details. Owners of land who were on the last Local Government roll continue to retain that status until they cease to own the rateable property to which the enrolment relates. Occupiers do not have continuous enrolment and should contact the City of Busselton to confirm their enrolment status. To be eligible to enrol as an occupier, you will need to have a right of continuous occupation under a lease, tenancy agreement or other legal instrument for at least the next three months following the date of the application to enrol.

**Joint Owners and Occupiers**  
If a rateable property is owned or occupied by more than two people, a majority of the owners/occupiers may nominate two persons from amongst themselves who are on either the State or Commonwealth Electoral Roll, to enrol as owner/occupier electors.

**Corporations**  
A body corporate that owns or occupies rateable property may nominate two people who are on either the State or Commonwealth Electoral Roll to enrol as owner/occupier electors.

**Enrolment Forms – Non-Resident Owners and Occupiers Only**  
Enrolment forms can be obtained from local governments and must be lodged with the Chief Executive Officer by 5:00 PM Friday, 30 August 2019. Further information can be obtained from the City of Busselton.

**Mike ARCHER**  
CHIEF EXECUTIVE OFFICER  
City of Busselton  
Telephone: 9781 0444

 WESTERN AUSTRALIAN  
Electoral Commission

**City of Busselton**  
Geographic logo

**LOCAL GOVERNMENT ORDINARY ELECTION  
CALL FOR NOMINATIONS  
City of Busselton**

An Ordinary Postal Election will be held on Saturday, 19 October 2019 in the City of Busselton to fill the following vacancies:

District	5 Councillors 1 Councillor	4 year terms 2 year term
<b>Nominations Open</b> on Thursday, 5 September 2019		
<b>Nominations Close</b> at 4:00 PM Thursday, 12 September 2019		
Nominations must be lodged with the Returning Officer:		
<ul style="list-style-type: none"> <li>at any time during the above period by arrangement; or</li> <li>between 2:00pm and 4:00 PM Thursday, 12 September 2019 (close of nominations) at the City of Busselton, Southern Drive, BUSSELTON.</li> </ul>		
<b>Nominations Requirements</b>		
Candidates are required to lodge with the Returning Officer:		
<ul style="list-style-type: none"> <li>a completed nomination in the prescribed form, signed and witnessed. (This form is available from the Returning Officer, the Western Australian Electoral Commission or the City of Busselton);</li> <li>a single A4 page profile containing not more than 150 words of information about the candidate;</li> <li>a nomination deposit of \$50 (cash, bank cheque or postal order);</li> <li>a recent passport-sized photograph (optional);</li> <li>every candidate must complete the online candidate induction module available at <a href="http://www.digps.wa.gov.au">www.digps.wa.gov.au</a>.</li> </ul>		
The Commission has developed an online system called Nomination Builder to assist candidates to complete their nomination form which includes the candidate profile. This is the preferred method of completing the nomination form and profile for elections conducted by the Commission. Candidates complete their nomination details and profile, print the completed form which has a reference number allocated and lodge it with the Returning Officer. The nomination builder can be accessed at <a href="http://elections.wa.gov.au">elections.wa.gov.au</a> .		
Where an agent lodges a nomination on a candidate's behalf, it must be in the prescribed form with a written authorisation signed by the candidate.		
The documents may be hand delivered, posted or faxed to the Returning Officer and must be received by the close of nominations.		
<b>Information</b> Full details about eligibility and nomination procedures for prospective candidates can be obtained by contacting the Returning Officer on 0419 799 097 or the Western Australian Electoral Commission on 13 63 00.		
<b>Catherine SMALLWOOD</b> RETURNING OFFICER		

**City of Busselton**  
Geographic logo

**LOCAL GOVERNMENT ORDINARY POSTAL ELECTION  
ELECTION NOTICE  
City of Busselton  
Close of nominations at 4:00 PM**

The City of Busselton is holding an election by postal vote on Saturday, 19 October 2019 to fill vacancies in the offices of Councillors as listed below:

District	5 Councillors	8 Councillors 1 Councillor	4 Year Terms 2 Year Term
COX, Kate			
REEKE, Robert			
BARRETT-LENNARD, Jo			
PANE, Anne			
TARBOTTON, Coralee			
AVERY, Julie (Midge)			
CROONIN, Phil			
CARTER, Paul Thomas			
MCCALLUM, John			
KAGGO, Valerie			
RYAN, Anne			
RICCELLI, Sue			
STONE, Beverley			
GREGG, Brian			

**Election Packages** will be sent to all electors on the local government electoral roll where there is an election in their electorate.

**Replacement Packages** can be obtained from the City of Busselton prior to election day and from 8:00am to 5:00pm on election day if the package is not received or should any papers be missing.

**Post your vote early.** Completed postal voting packages must reach the Returning Officer by 5:00pm on election day, Saturday, 19 October 2019.

**You may hand deliver your package** to an electoral officer at the City of Busselton during business hours before election day or at the polling place in the district between 8:00am and 6:00pm on election day.

**Chief Polling Place:**  
City of Busselton, Southern Drive, BUSSELTON

The count of votes will commence at 6:00pm at the Chief Polling Place.

**Catherine SMALLWOOD**  
RETURNING OFFICER  
0419 799 097

 WESTERN AUSTRALIAN  
Electoral Commission

**City of Busselton**  
Geographic logo

**LOCAL GOVERNMENT ORDINARY POSTAL ELECTION  
NOTICE OF RESULTS  
City of Busselton**

The result of the Ordinary Election conducted as a postal vote on Saturday, 19 October 2019 is as follows:

District	5 Councillors	COX, Kate	8 Councillors 1 Councillor	4 Year Terms 2 Year Term
REEKE, Robert		3,886		4 year term
BARRETT-LENNARD, Jo		3,300		2 year term
PANE, Anne		3,268		2 year term
TARBOTTON, Coralee		3,079		4 year term
AVERY, Julie (Midge)		2,734		4 year term
CROONIN, Phil		2,662		4 year term
CARTER, Paul Thomas		4,078		4 year term
MCCALLUM, John		3,418		4 year term
KAGGO, Valerie		3,357		4 year term
RYAN, Anne		2,488		4 year term
RICCELLI, Sue		2,751		4 year term
STONE, Beverley		2,751		4 year term
GREGG, Brian		2,162		4 year term

**Philipp Neil CROONIN** is elected as Councillor for the Busselton Ward and will hold office until 21 October 2023.

**Suzanne Heather RICCELLI** is elected as Councillor for the Busselton Ward and will hold office until 21 October 2023.

**Katherine Michelle COX** is elected as Councillor for the Busselton Ward and will hold office until 21 October 2023.

**Ross PANE** is elected as Councillor for the Busselton Ward and will hold office until 21 October 2023.

**Paul Thomas CARTER** is elected as Councillor for the Busselton Ward and will hold office until 21 October 2023.

**Joanne Elaine BARRETT-LENNARD** is elected as Councillor for the Busselton Ward and will hold office until 18 October 2023.

**Catherine SMALLWOOD**  
RETURNING OFFICER  
0419 799 097

 WESTERN AUSTRALIAN  
Electoral Commission



CITY OF BUSSELTON  
ELECTION REPORT

ORDINARY ELECTION  
19 OCTOBER 2019

### Appendix 3

#### Replacement and Provisional Election Packages Issued

<b>DISTRICT</b>	<b>Replacement Election Packages</b>	<b>Provisional Election Packages</b>
Busselton	78	0
<b>Total</b>	<b>78</b>	<b>0</b>



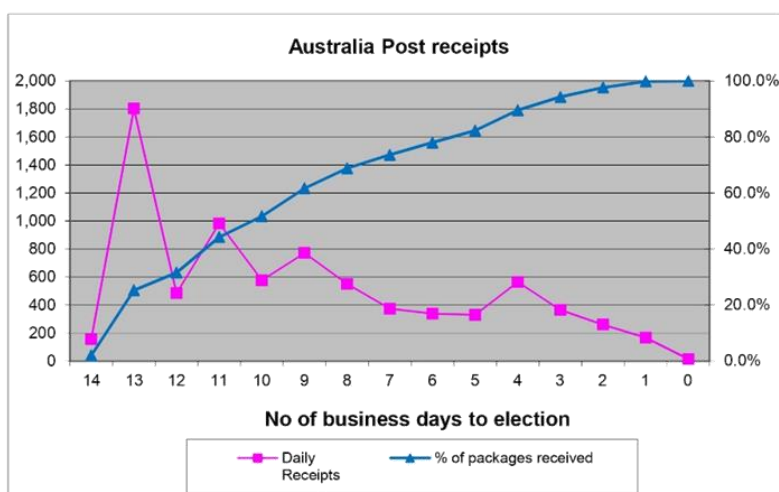
**CITY OF BUSSELTON  
ELECTION REPORT**

**ORDINARY ELECTIONS  
19 OCTOBER 2019**

**Appendix 4**

**Receipt of packages from Australia Post**

Business Days To Election	Daily Receipts	Cumulative totals	% of packages issued	% of packages received
14	157	157	0.6%	2.0%
13	1,802	1,959	7.0%	25.3%
12	485	2,444	8.7%	31.6%
11	983	3,427	12.3%	44.3%
10	577	4,004	14.3%	51.7%
9	772	4,776	17.1%	61.7%
8	550	5,326	19.0%	68.8%
7	374	5,700	20.4%	73.6%
6	339	6,039	21.6%	78.0%
5	330	6,369	22.8%	82.3%
4	564	6,933	24.8%	89.6%
3	365	7,298	26.1%	94.3%
2	261	7,559	27.0%	97.6%
1	167	7,726	27.6%	99.8%
0	15	7,741	27.7%	100.0%



CITY OF BUSSELTON  
ELECTION REPORT

ORDINARY ELECTION  
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## Appendix 5

### Election Result

#### BUSSELTON

Candidate	Votes		Expiry of term
COX, Kate	3658	(8.41%)	21 October 2023
REEKIE, Robert	3339	(7.67%)	
BARRETT-LENNARD, Jo	3388	(7.79%)	16 October 2021
PAINE, Ross	3579	(8.23%)	21 October 2023
TARBOTTON, Coralie	2734	(6.28%)	
AVERY, Julia (Midge)	2692	(6.19%)	
CRONIN, Phill	4078	(9.37%)	21 October 2023
CARTER, Paul Thomas	3415	(7.85%)	21 October 2023
MCCALLUM, John	3337	(7.67%)	
KAIGG, Valerie	2488	(5.72%)	
RYAN, Anne	2751	(6.32%)	
RICCELLI, Sue	3682	(8.46%)	21 October 2023
STONE, Beverley	2356	(5.41%)	
GREIG, Brian	2012	(4.62%)	
<b>Total Valid Votes</b>	<b>43509</b>		
Informal	127	(0.29%)	
<b>Total Votes Received</b>	<b>43636</b>		



CITY OF BUSSELTON  
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## Appendix 6

### Checking Process and Ballot Paper Reconciliation

Number of packages dispatched	27,970
-------------------------------	--------

Packages returned by voters	Packages	% of electors
Total returned (This is defined as the participation rate)	8,718	31.2%
Rejected from further checking - elector not identified	86	0.3%
<b>Total envelopes to be checked</b>	<b>8,632</b>	<b>30.9%</b>

<b>Elector certificate check</b>		
Rejected - declaration not signed	100	0.4%
Rejected - person ineligible	0	0.0%
<b>Total ballot paper envelopes to be opened</b>	<b>8,532</b>	<b>30.5%</b>

Ballot paper extraction	Councillor	% of eligible electors
Total ballot paper envelopes to be opened	8,532	30.5%
No ballot paper enclosed	8	0.0%
Too many ballot papers	1	0.0%
Admitted by RO determination	0	0.0%
<b>Ballot papers admitted to count</b>	<b>8,523</b>	<b>30.5%</b>

#### Count of ballot papers

Formal ballot papers	8,396	30.0%
Informal ballot papers	127	0.5%
<b>Total ballot papers counted</b>	<b>8,523</b>	<b>30.5%</b>





CITY OF BUSSELTON  
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## Appendix 7

### Enrolment and Voter Participation

DISTRICT	Enrolment <sup>1</sup>	Voters Participation <sup>2</sup>	Percentage Participation
Busseton	27970	8632	30.9%
Not identified <sup>3</sup>		86	
<b>Total</b>	27970	8718	31.2%

<sup>1</sup> Enrolment - electors at the close of roll, corrections up to close of poll and provisional voters.

<sup>2</sup> Voters participation - returned voting packages (accepted and rejected).

<sup>3</sup> Electors were unidentifiable because they returned a package with no elector certificate attached.



CITY OF BUSSELTON  
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ORDINARY ELECTION  
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## Appendix 8

### Elector and Voter Participation by Age

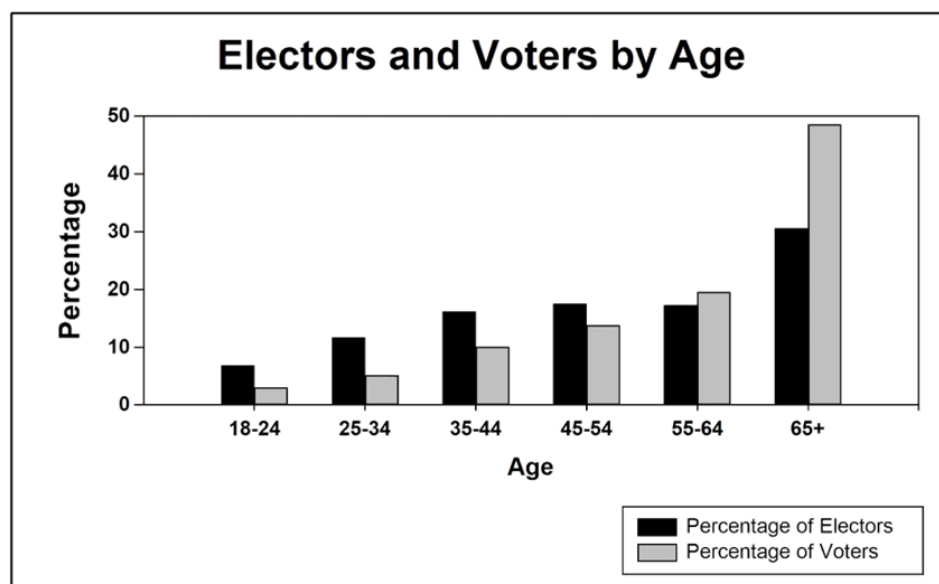
Age	Electors <sup>1</sup>	Percentage of Electors	Voters <sup>2</sup>	Percentage of Voters
18-24	1911	6.8%	257	3.0%
25-34	3254	11.6%	445	5.2%
35-44	4509	16.1%	866	10.0%
45-54	4902	17.5%	1187	13.8%
55-64	4836	17.3%	1684	19.5%
65+	8558	30.6%	4193	48.6%
No DOB <sup>3</sup>	0	0.0%	0	0.0%
Not identified <sup>4</sup>			86	
<b>Total</b>	<b>27970</b>	<b>100.0%</b>	<b>8718</b>	<b>100.0%</b>

<sup>1</sup> Elector figures for contested elections only.

<sup>2</sup> Voters - returned voting packages (accepted and rejected).

<sup>3</sup> No DOB - Voters for whom a date of birth was not supplied.

<sup>4</sup> Electors were unidentifiable because they returned a package with no elector certificate attached.



CITY OF BUSSELTON  
ELECTION REPORT

ORDINARY ELECTION  
19 OCTOBER 2019

## Appendix 9

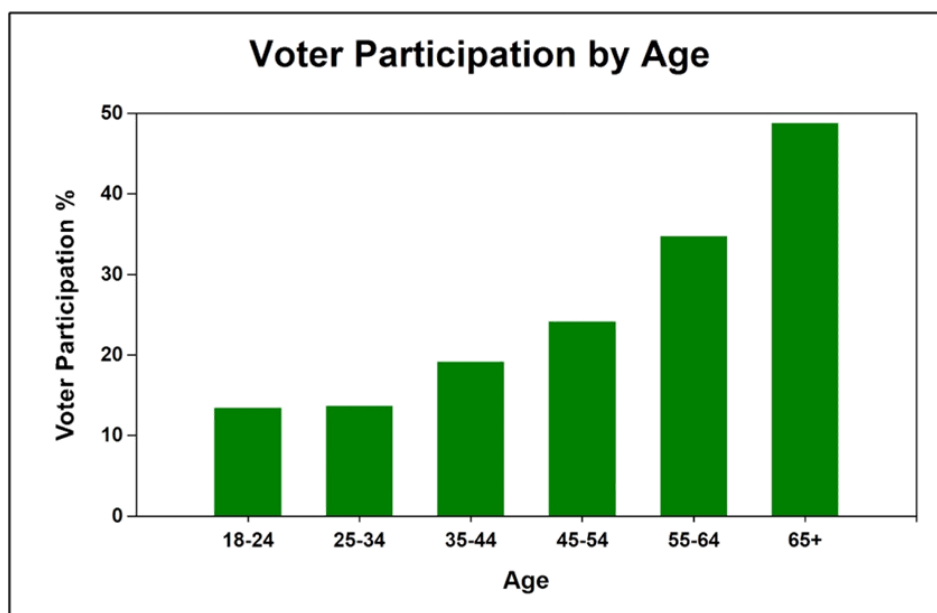
### Voter Participation by Age

DISTRICT	18-24	25-34	35-44	45-54	55-64	65+	No DOB <sup>2</sup>	Total
Busselton	257	445	866	1187	1684	4193	0	8632
Not identified <sup>3</sup>								86
<b>Total Voters</b>	257	445	866	1187	1684	4193	0	8718
<b>Total Electors</b>	1911	3254	4509	4902	4836	8558	0	27970
<b>Voter Participation</b>	13.4%	13.7%	19.2%	24.2%	34.8%	49.0%		31.2%

<sup>1</sup> Voters - returned voting packages (accepted and rejected).

<sup>2</sup> No DOB - Voters for whom a date of birth was not supplied.

<sup>3</sup> Voters were unidentifiable because they returned a package with no elector certificate attached.



CITY OF BUSSELTON  
ELECTION REPORT

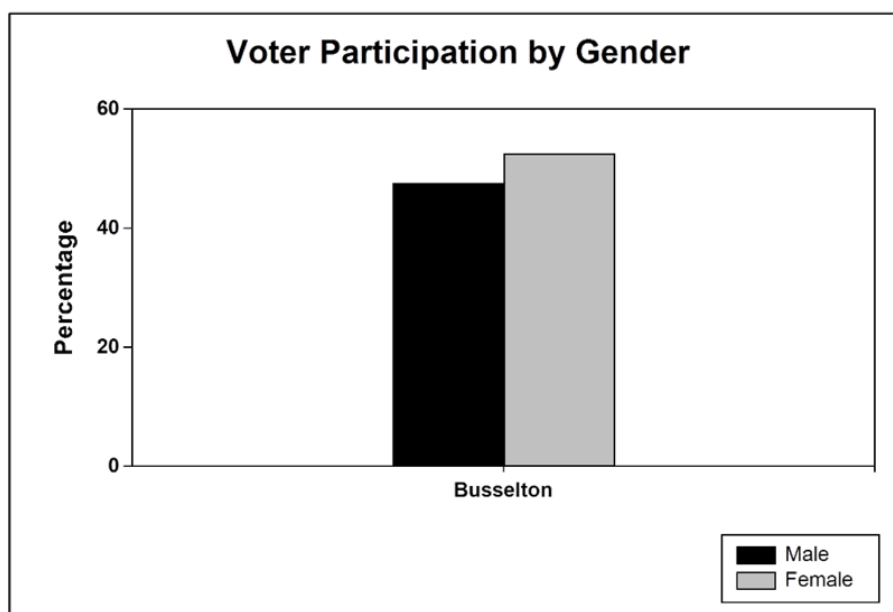
ORDINARY ELECTION  
19 OCTOBER 2019

## Appendix 10

### Voter Participation by Gender

DISTRICT	Male		Female		Not Identified <sup>1</sup>	Total
	Number	%	Number	%		
Busselton	4101	47.5%	4528	52.5%		8629
<b>Total</b>	<b>4101</b>	<b>47.1%</b>	<b>4528</b>	<b>52.0%</b>	<b>86</b>	<b>8715</b>

<sup>1</sup> Voters were unidentifiable because they returned a package with no elector certificate attached.



CITY OF BUSSELTON  
ELECTION REPORT

ORDINARY ELECTION  
19 OCTOBER 2019

## Appendix 11

### Elector and Voter Participation by Enrolment Category

#### Electors by Enrolment Category<sup>1</sup>

DISTRICT	Residents		Owners / Occupiers		Total
Busselton	27415	98.0%	555	2.0%	27970
<b>Total</b>	<b>27415</b>	<b>98.0%</b>	<b>555</b>	<b>2.0%</b>	<b>27970</b>

#### Voter Participation by Enrolment Category<sup>1</sup>

DISTRICT	Residents		Owners / Occupiers		Total
Busselton	8352	96.8%	280	3.2%	8632
Not identified <sup>2</sup>					86
<b>Total</b>	<b>8352</b>	<b>96.8%</b>	<b>280</b>	<b>3.2%</b>	<b>8718</b>

<sup>1</sup> Elector figures for contested elections only.

<sup>2</sup> Voters were unidentifiable because they returned a package with no elector certificate attached.



CITY OF BUSSELTON  
ELECTION REPORT

ORDINARY ELECTION  
19 OCTOBER 2019

## **Appendix 12**

### **Candidacy Statistics**

#### **Number of Candidates**

<b>Electorate</b>	<b>Number of Candidates</b>
Busselton	14
<b>Total</b>	<b>14</b>

#### **City of Busselton Candidate Information**

Number of male candidates	6
Number of female candidates	8
Number of male candidates elected	3
Number of female candidates elected	3
Number of sitting members re-elected	2
Number of sitting members not re-elected	3
Average age of candidates	53
Age range of candidates	33 - 69





**18. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**19. URGENT BUSINESS**

**20. CONFIDENTIAL MATTERS**

Nil

**21. CLOSURE**