Please note: These minutes are yet to be confirmed as a true record of proceedings

CITY OF BUSSELTON

MINUTES FOR THE COUNCIL MEETING HELD ON 29 JANUARY 2020

TABLE OF CONTENTS

ITEM	NO.	SUBJECT	PAGE NO.
1.		TION OF OPENING ACKNOWLEDGEMENT OF COUNTRY / ACKNOWLEDGEMENT DRS / DISCLAIMER / NOTICE OF RECORDING OF PROCEEDINGS	3
2.	ATTENDA	NCE	3
3.	PRAYER		4
4.	APPLICAT	TION FOR LEAVE OF ABSENCE	4
5.	DISCLOSU	JRE OF INTERESTS	4
6.	ANNOUN	CEMENTS WITHOUT DISCUSSION	4
7.	QUESTIO	N TIME FOR PUBLIC	4
8.	,	IATION AND RECEIPT OF MINUTES	
		Council Meetings	
	8.1	Minutes of the Council Meeting held 11 December 2019	
	8.2	Minutes of the General Electors Meeting held 2 December 2019	
	Committe	ee Meetings	5
	8.3	Minutes of the Airport Advisory Committee Meeting held 11 December 2019	5
	8.4	Minutes of the Finance Committee Meeting held 22 January 2020	6
9.	RECEIVIN	G OF PETITIONS, PRESENTATIONS AND DEPUTATIONS	6
10.		NS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN (WITHOUT ON)	6
11.		OUGHT FORWARD	
ADO	PTION BY E	XCEPTION RESOLUTION	7
	12.1	Airport Advisory Committee - 11/12/2019 - BUSSELTON MARGARET RIVER	R
	12.2	Finance Committee - 22/01/2020 - FINANCIAL ACTIVITY STATEMENTS - YEAR TO DATE AS AT 30 NOVEMBER 2019	
	15.1	SPORT & RECREATION FACILITIES STRATEGY	43
	16.1	LAND TENURE OF CROWN LAND ASSOCIATED WITH ARTGEO COMPLEX	86
	17.1	COUNCILLORS' INFORMATION BULLETIN	92
ITEM	S TO BE DE	EALT WITH BY SEPARATE RESOLUTION (WITHOUT DEBATE)	
	13.1	AMENDMENT NO. 44 TO LOCAL PLANNING SCHEME NO. 21 - 'RSLWA HUB CAUSEWAY ROAD, BUSSELTON - CONSIDERATION FOR INITIATION FOR ADVERTISING	R
	14.1	RFT22/19: BUSSELTON COASTAL ADAPTATION WORKS 2019/2020	
	14.3	RFT25-19 BUSSELTON SENIOR CITIZENS CENTRE UPGRADE AND EXPANSION	
	14 5	RET14-19 DESIGN AND TECHNICAL SERVICES — BUSSELTON ENTERTAINMENT	

		ARTS AND CULTURAL HUB	144
	14.4	RFQ 72-19 KING STREET ROAD AND FOOTPATH UPGRADE	153
	15.2	MARKETING AND EVENTS REFERENCE GROUP OUTCOMES	160
ITEM	S FOR DEB	ATE	165
	14.2	RFT15-19 PROVISION OF SCHEDULED MAINTENANCE TO THE BUSSELTON JETTY	165
	16.2	RESPONSE TO MOTION - GENERAL MEETING OF ELECTORS 2 DECEMBER 2019 - PERFORMING ARTS CENTRE	170
	16.3	RESPONSE TO MOTION - GENERAL MEETING OF ELECTORS 2 DECEMBER 2019 - BUSSELTON TOURIST BUREAU	175
	16.4	RESPONSE TO MOTION - GENERAL MEETING OF ELECTORS 2 DECEMBER 2019 - WEATHER STATION	180
18.	MOTIONS	OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	183
19.	URGENT I	BUSINESS	183
20.	CONFIDE	NTIAL REPORTS	183
21	CLOSURE		192

MINUTES

MINUTES OF A MEETING OF THE BUSSELTON CITY COUNCIL HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, SOUTHERN DRIVE, BUSSELTON, ON 29 JANUARY 2020 AT 5.30PM.

1. <u>DECLARATION OF OPENING ACKNOWLEDGEMENT OF COUNTRY / ACKNOWLEDGEMENT OF VISITORS / DISCLAIMER / NOTICE OF RECORDING OF PROCEEDINGS</u>

The Presiding Member opened the meeting at 5.31pm.

2. ATTENDANCE

Presiding Member:		Members:				
Cr Grant Henley	Mayor	Cr Kelly Hick	Deputy Mayor			
		Cr Ross Paine				
		Cr Paul Carter				
		Cr Lyndon Miles				
		Cr Phill Cronin				
		Cr Kate Cox				
		Cr Sue Riccelli				
		Cr Jo Barrett-Lenr	nard			

Officers:

Mr Mike Archer, Chief Executive Officer
Mr Daniell Abrahamse, Acting Director, Engineering and Works Services
Mr Matthew Riordan, Acting Director, Planning and Development Services
Mrs Naomi Searle, Director, Community and Commercial Services
Mr Tony Nottle, Director, Finance and Corporate Services
Mrs Emma Heys, Governance Coordinator
Ms Melissa Egan, Governance Officer

Apologies:

Nil

Approved Leave of Absence:

Nil

Media:

"Busselton-Dunsborough Times"
"Busselton-Dunsborough Mail"

Public:

8

3. PRAYER

Nil

4. APPLICATION FOR LEAVE OF ABSENCE

COUNCIL DECISION

C2001/001 Moved Councillor P Carter, seconded Councillor J Barrett-Lennard

That Cr Kelly Hick be granted a Leave of Absence for the Ordinary Council Meeting to be held on 26 February 2020.

CARRIED 9/0

COUNCIL DECISION

C2001/002 Moved Councillor P Carter, seconded Councillor J Barrett-Lennard

That Cr Phill Cronin be granted a Leave of Absence for the Ordinary Council Meeting to be held on 26 February 2020.

CARRIED 9/0

5. DISCLOSURE OF INTERESTS

The Mayor noted that declarations of impartiality interests had been received from:

- Cr Henley in relation to Agenda Item 13.1 'Amendment No. 44 to Local Planning Scheme No. 21. 'RSL (WA) HUB' Causeway Road, Busselton - Consideration For Initiation For Advertising'
- Cr Henley in relation to Agenda Item 14.4 'RFQ 72-19 King Street Road and Footpath Upgrade'
- Cr Miles in relation to Item 15.2 'Marketing and Events Reference Group Outcomes'
- Cr Hick in relation to Item 16.3 'Response to Motion General Electors Meeting 2
 December 2019 Busselton Tourist Bureau'

The Mayor advised that in accordance with regulation 11 of the *Local Government (Rules of Conduct) Regulations 2007* these declarations would be read out immediately before these items are discussed.

6. ANNOUNCEMENTS WITHOUT DISCUSSION

Announcements by the Presiding Member

The Mayor noted it was the last meeting to be attended by Sophie Elliott from the 'Busselton-Dunsborough Times'. The Mayor wished her well in her future endeavours and thanked her for her efforts in reporting the activities of Council meetings.

7. QUESTION TIME FOR PUBLIC

Response to Previous Questions Taken on Notice

Question Time for Public

7.1 Mr Rob Griffiths

Question

Out at Wonnerup, we have a terrible problem out there, the water is too low and the actual stench coming out of the river is terrible. I'd like Council to have a good look at that. I think the Council needs to look at that area, particularly in Estuary View Drive, because quite frankly it pongs. The swans can't live there because they can't live in those conditions and I'd like Council to have a good look at it.

Response

Council were not aware of this issue and Council will follow it up.

8. CONFIRMATION AND RECEIPT OF MINUTES

Previous Council Meetings

8.1 <u>Minutes of the Council Meeting held 11 December 2019</u>

COUNCIL DECISION

C2001/003 Moved Councillor K Cox, seconded Councillor S Riccelli

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

CARRIED 9/0

8.2 Minutes of the General Electors Meeting held 2 December 2019

COUNCIL DECISION

C2001/004 Moved Councillor S Riccelli, seconded Councillor P Carter

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

CARRIED 9/0

Committee Meetings

8.3 Minutes of the Airport Advisory Committee Meeting held 11 December 2019

COUNCIL DECISION

C2001/005 Moved Deputy Mayor K Hick, seconded Councillor P Cronin

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

CARRIED 9/0

8.4 Minutes of the Finance Committee Meeting held 22 January 2020

COUNCIL DECISION

C2001/006

Moved Councillor J Barrett-Lennard, seconded Councillor S Riccelli

That the Minutes of the Finance Committee Meeting held 22 January 2020 be noted.

CARRIED 9/0

9. RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS

Petitions

Nil

Presentations

Mr Rob Griffiths presented as a party with an interest in Agenda Item 16.3 'Response To Motion - General Meeting Of Electors 2 December 2019 — Busselton Tourist Bureau'. Mr Griffiths stated his concerns with losing the Busselton brand within the Margaret River Region brand and was generally against the Officer Recommendation for this Item. The Presiding Member referred to the amendment to the Recommendation which sought to support the use of location based sub-brand identities within the City of Busselton district.

Deputations

Nil

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

Nil

11. ITEMS BROUGHT FORWARD

Adoption by Exception Resolution

At this juncture the Mayor advised the meeting that with the exception of the items identified to be withdrawn for discussion, that the remaining reports, including the Committee and Officer Recommendations, will be adopted en bloc, i.e. all together.

COUNCIL DECISION

C2001/007 Moved Councillor K Cox, seconded Councillor S Riccelli

That the Committee and Officer Recommendations in relation to the following agenda items be carried en bloc:

- 12.1 Airport Advisory Committee 11/12/2020 BUSSELTON MARGARET RIVER AIRPORT AIRPORT OPERATIONS UPDATE
- 12.2 Finance Committee 22/01/2020 FINANCIAL ACTIVITY STATEMENTS YEAR TO DATE AS AT 30 NOVEMBER 2019
- 15.1 SPORT & RECREATION FACILITIES STRATEGY
- 16.1 LAND TENURE OF CROWN LAND ASSOCIATED WITH ARTGEO COMPLEX
- 17.1 COUNCILLORS' INFORMATION BULLETIN

CARRIED 9/0

EN BLOC

12. REPORTS OF COMMITTEE

12.1 <u>Airport Advisory Committee - 11/12/2019 - BUSSELTON MARGARET RIVER AIRPORT -</u> AIRPORT OPERATIONS UPDATE

STRATEGIC GOAL 5. TRANSPORT Smart, connective and accessible

STRATEGIC OBJECTIVE 5.1 Public transport services that meet the needs of the community.

SUBJECT INDEX BUSINESS UNIT:Commercial Services

Commercial Services

REPORTING OFFICER: Manager, Commercial Services - Jennifer May

AUTHORISING OFFICER: Director, Community and Commercial Services - Naomi Searle

NATURE OF DECISION Noting: the item does not require a decision of Council and is simply

for information purposes and noting

VOTING REQUIREMENT: Simple Majority

ATTACHMENTS: 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.

COUNCIL DECISION AND COMMITTEE RECOMMENDATION AND OFFICER RECOMMENDATION

C2001/008 Moved Councillor K Cox, seconded Councillor S Riccelli

That the Council receives and notes the Airport operations report.

CARRIED 9/0

EN BLOC

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.

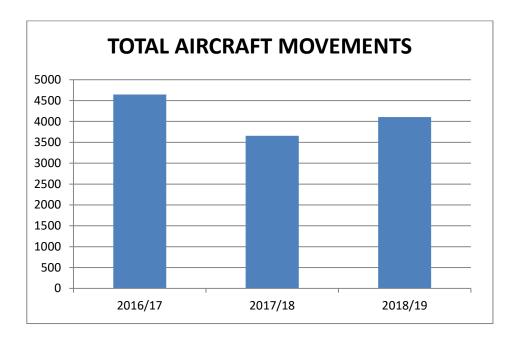
During the 2018/19 financial year reporting period, the BMRA has seen an increase in the overall passenger numbers compared to the same period for 2016/17 and 2017/18 financial years as highlighted in the table below. This is mainly due to the slight increase in fly in-fly out passengers (FIFO) flying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

	Total Arriving 8	Total Arriving & Departing Passengers				
	2016/17 2017/18 2018/19					
July	1779	1898	2163			
August	2043	2301	2204			
September	1840	1890	1996			
October	1925	2125	2345			
November	2640	2501	2047			
December	2039	1804	2038			
January	1857	1830	2432			
February	2079	1911	2134			
March	2386	2464	2497			
April	1800	1949	2253			
May	2260	2434	2262			
June	2021	1988	2125			
TOTAL	TOTAL 24669 25095 26496					

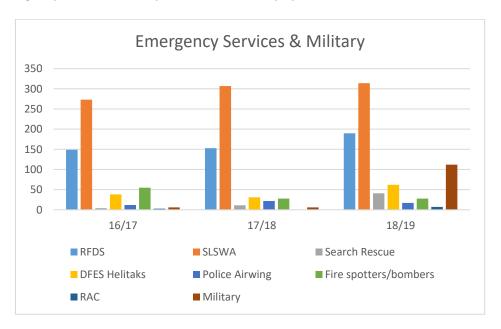


The total number of departing FIFO services from BMRA is currently 10 flights per week utilising the F100 aircraft.

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 hangers for the provision of aerial fire-fighting services, Helistar Aviation for two hangers 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 hangers 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.

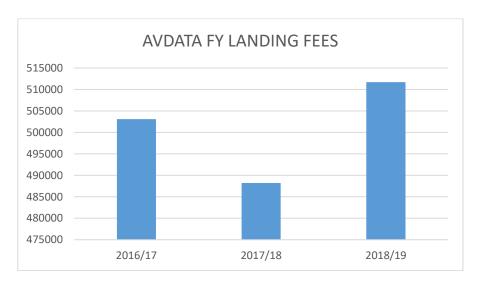
Relevant Plans and Policies

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.

12.2 <u>Finance Committee - 22/01/2020 - FINANCIAL ACTIVITY STATEMENTS - YEAR TO DATE AS AT</u> 30 NOVEMBER 2019

STRATEGIC GOAL 6. LEADERSHIP Visionary, collaborative, accountable

STRATEGIC OBJECTIVE 6.1 Governance systems, process and practices are responsible,

ethical and transparent.

SUBJECT INDEX Budget Planning and Reporting

BUSINESS UNIT Financial Services

REPORTING OFFICER Manager Financial Services - Paul Sheridan

AUTHORISING OFFICER Director Finance and Corporate Services - Tony Nottle

plans and policies (excluding local planning policies), tenders, setting and amending budgets, funding, donations and sponsorships,

reviewing committee recommendations

VOTING REQUIREMENT Simple Majority

ATTACHMENTS Attachment A Investment Report November 2019.

Attachment B Financial Activity Statement YTD November 2019.

This item was considered by the Finance Committee at its meeting on 22 January 2020, the recommendations from which have been included in this report.

COUNCIL DECISION AND COMMITTEE RECOMMENDATION AND OFFICER RECOMMENDATION

C2001/009 Moved Councillor K Cox, seconded Councillor S Riccelli

That the Council receives the statutory financial activity statement reports for the period ending 30 November 2019, pursuant to Regulation 34(4) of the *Local Government (Financial Management) Regulations*.

CARRIED 9/0

EN BLOC

EXECUTIVE SUMMARY

Pursuant to Section 6.4 of the Local Government Act 1995 (the Act) and Regulation 34(4) of the Local Government (Financial Management) Regulations 1996 (the Regulations), a local government is to prepare, on a monthly basis, a statement of financial activity that reports on the City's financial performance in relation to its adopted / amended budget.

This report has been compiled to fulfil the statutory reporting requirements of the Act and associated Regulations, whilst also providing the Council with an overview of the City's financial performance on a year to date basis for the period ending 30 November 2019.

BACKGROUND

The Regulations detail the form and manner in which financial activity statements are to be presented to the Council on a monthly basis, and are to include the following:

- Annual budget estimates
- Budget estimates to the end of the month in which the statement relates
- Actual amounts of revenue and expenditure to the end of the month in which the statement relates
- Material variances between budget estimates and actual revenue/expenditure (including an explanation of any material variances)
- The net current assets at the end of the month to which the statement relates (including an explanation of the composition of the net current position)

Additionally, and pursuant to Regulation 34(5) of the Regulations, a local government is required to adopt a material variance reporting threshold in each financial year. At its meeting on 31 July 2019, the Council adopted (C1907/131) the following material variance reporting threshold for the 2019/20 financial year:

"That pursuant to Regulation 34(5) of the *Local Government (Financial Management)* Regulations, the Council adopts a material variance reporting threshold with respect to financial activity statement reporting for the 2019/20 financial year as follows:

- Variances equal to or greater than 10% of the year to date budget amount as detailed in the Income Statement by Nature and Type/Statement of Financial Activity report, however variances due to timing differences and/or seasonal adjustments are to be reported on a quarterly basis; and
- Reporting of variances only applies for amounts greater than \$25,000."

OFFICER COMMENT

In order to fulfil statutory reporting requirements and to provide the Council with a synopsis of the City's overall financial performance on a year to date basis, the following financial reports are attached hereto:

Statement of Financial Activity

This report provides details of the City's operating revenues and expenditures on a year to date basis, by nature and type (i.e. description). The report has been further extrapolated to include details of non-cash adjustments and capital revenues and expenditures, to identify the City's net current position; which reconciles with that reflected in the associated Net Current Position report.

Net Current Position

This report provides details of the composition of the net current asset position on a full year basis, and reconciles with the net current position as per the Statement of Financial Activity.

Capital Acquisition Report

This report provides full year budget performance (by line item) in respect of the following capital expenditure activities:

- Land and Buildings
- Plant and Equipment
- Furniture and Equipment
- Infrastructure

Reserve Movements Report

This report provides summary details of transfers to and from reserve funds, and associated interest earnings' on reserve funds, on a full year basis.

Additional reports and/or charts are also provided as required to further supplement the information comprised within the statutory financial reports.

Comments on Financial Activity to 30 November 2019

The Statement of Financial Activity for the year to date as at 30 November 2019 shows an overall Net Current Position of \$34.1M as opposed to the amended budget of \$21.1M. The following summarises the major variances in accordance with Council's adopted material variance reporting threshold that collectively make up the above difference:

		2019/20	2019/20	2019/20	2019/20	2019/20
	Description	Actual YTD	Amended	Amended	YTD Bud	YTD Bud
		Actual IID	Budget YTD	Budget	Variance	Variance
		\$	\$	\$	%	\$
Rev	venue from Ordinary Activiti	es				
1.	Operating Grants, Subsidies and Contributions	2,261,197	1,462,264	4,926,958	54.64%	798,933
2.	Interest Earnings	985,097	867,290	1,955,000	13.58%	117,807
Exp	penses from Ordinary Activit	ies				
3.	Materials & Contracts	(6,574,202)	(7,455,664)	(19,058,249)	11.82%	881,462
4.	Utilities (Gas, Electricity, Water etc)	(972,991)	(1,115,946)	(2,774,257)	12.81%	142,955
5.	Other Expenditure	(1,394,441)	(1,096,309)	(4,920,811)	(27.19%)	(298,132)
6.	Allocations	670,692	908,766	2,161,452	26.20%	(238,074)
7.	Non-Operating Grants, Subsidies and Contributions	1,948,119	2,829,823	23,804,690	(31.16%)	(881,704)
Cap	oital Revenue & (Expenditure	e)				
8.	Land & Buildings	(952,526)	(3,348,268)	(9,837,358)	71.55%	2,395,742
	Plant & Equipment	(538,441)	(1,775,915)	(4,493,000)	69.68%	1,237,474
	Furniture & Equipment	(66,522)	(451,690)	(1,113,069)	85.27%	385,168
	Infrastructure	(4,646,410)	(11,761,583)	(36,934,273)	60.50%	7,115,173
9.	Proceeds from Sale of Assets	255,155	483,050	3,476,580	(47.18%)	(227,895)
10.	Self Supporting Loans - Repayment of Principal	(23,826)	26,176	76,055	(191.02%)	(50,002)
11.	Transfer to Restricted Assets	(95,301)	(25,045)	(60,100)	(280.52%)	(70,256)
12.	Transfer from Restricted	538,401	0	6,319,121	100.00%	538,401
	Assets					

Revenue from Ordinary Activities

Year to date (YTD) actual income from ordinary activities is \$1.713M more than expected when compared to the YTD amended budget, with the following items meeting the material variance reporting threshold:

- 1. Operating Grants, Subsidies and Contributions are \$799K (net) better than amended budget. This variance is mainly due to the following:
 - Grants Commission (10152) (\$106K) local roads grant, special grants for bridges.
 This variance arose as we did not receive the quarterly grants for the Kaloorup and Boallia roads bridges. It should be noted that as this is a pass through to Main Roads, the related capital expenditure items have not occurred either, so it is a neutral position on cash basis. The Director of EWS advises that should work on these particular bridges actually go ahead, Main Roads may hold the grants directly themselves;

- Insurance Reimbursements (10200) \$76K Insurance recoveries not yet allocated to correct section and contributions credit (1st and 2nd instalments), received earlier than expected;
- Legal Fees Reimbursements (10500) (\$33K) budget item included for a fine that
 was received in the 18/19 financial year. A budget amendment was processed to
 move a portion of the fine from retained earnings to a legal reserve, however a
 further budget amendment to remove this revenue item is being investigated;
- Human Resources Reimbursements (10521) \$37K \$18K due to conference & training reimbursements not budgeted for sufficiently and \$19K received in workers comp reimbursements with all receipts budgeted in June;
- Recreation Grants (10540) \$25K \$20K receipt doubled up in error, will be corrected for the December accounts;
- Environmental Management Administration (10830) \$172K grant received for the Revitalizing Geographe Waterways Phase 2 project earlier than forecast;
- Preventative Services CLAG (10925) \$28K part of the operating grant received from Department of Health earlier than budgeted;
- Protective burning and firebreaks reserve (10931) \$166K. This variance relates to receiving 50% grant awarded to the City under the mitigation activity fund (Emergency Services Levy) and will be subject to a Council report requesting that the 2019/20 budget be amended to reflect this additional income. Details of the cost codes for this amendment are being finalised;
- Bushfire risk management planning (10942) DFES \$101K. This variance relates to the
 payment of grant in full for the bushfire risk planning coordinator position within the
 City of Busselton. This represents a timing difference between budget allocations
 (over 12 months), and actual funds received;
- Fire Prevention DFES (10940) \$49K this is due to a combination of receiving the quarterly ESL grant a month earlier than forecast (\$90K over), and not receiving the prior period grant acquittal adjustment that was forecast in October (\$41K under);
- Pre-Primary Building & Surrounds (B1503) \$30K grant was budgeted to be received in June 2020, but was received in November 2019;
- Regional Waste Management Administration (11301) (\$27K) annual budget of \$63K spread over 12 months, but no contributions have actually been invoiced or received YTD;
- Reimbursements Old Butter Factory (B1401 & B9610) \$193K timing difference due to difficulties in predicting when LGIS would process the claims;
- 2. Interest earnings is \$118K better than amended budget. This variance is mainly due to the following:
 - Late payment interest (NA1203) \$49K
 - Instalment plan interest (NA1204) \$53K
 - Interest on municipal funds (NA1760) \$46K
 - Interest on reserve funds (NA1761) \$58K
 - Interest on restricted funds (NA1762) \$28K

Expenses from Ordinary Activities

Expenditure from ordinary activities is \$1.11M less than expected when compared to the amended YTD budget, with the following items meeting the material variance reporting threshold:

3. <u>Materials and Contracts better than amended budget YTD by \$881K</u> The main contributing items are listed below:

Cost Code	Cost Code Description / GL Activity	Variance YTD \$				
Finance and Co	Finance and Corporate Services					
10000	Members of Council	(28,819)				
10200	Financial Services	(40,810)				
10250	Information & Communication Technology Services	(379,779)				
10500	Legal and Compliance Services	34,150				
Community ar	nd Commercial Services					
10380	Busselton Library	41,733				
10600	Busselton Jetty Tourist Park	83,752				
11151	Airport Operations	28,611				
Planning and I	Development Services					
10820	Strategic Planning	78,793				
10830	Environmental Management Administration	100,898				
10850	Implement Management Plans Other	37,499				
10922	Preventative Services – Mosquitoes	(26,541)				
Engineering ar	nd Works Services					
Various	Busselton Jetty Maintenance	276,694				
12620	Rural-Tree Pruning	(98,692)				
12621	Urban-Tree Pruning	(66,920)				
Various	Bridge Maintenance	84,339				
Various	Building Maintenance	85,604				
Various	Other Infrastructure Maintenance	59,023				
Various	Waste services	167,829				
Various	Road Maintenance	(96,747)				
Various	Reserve Maintenance	131,750				

4. <u>Utilities \$143K better than amended YTD budget:</u>

This relates mainly to a total underspend YTD in the 140 electricity accounts of \$87K; \$48K in water and \$6K in telephones. Anecdotally this relates to timing differences of when the various invoices are received and processed, which, based on previous years, usually resolves itself closer to budget by year end. The accounts are monitored and reviewed with any major anomalies investigated.

5. Other Expenditure \$298K over amended YTD budget:

The main contributing items are listed below:

Cost Code	Cost Code Description / GL Activity	Variance YTD \$				
Finance and Co	Finance and Corporate Services					
10000	Members of Council	87,449				
10151	Rates Administration	27,510				
10700	Public Relations	26,229				
Community an	Community and Commercial Services					
10530	Community Services Administration	(70,339)				
10533	Welfare / Senior Citizens	43,397				
10536	School Chaplaincy Programs	(40,490)				
10547	Iron Man	(195,000)				
12631	Peel Tce Building & Surrounds	(39,962)				
B1354	John Edwards Pavilion	(95,455)				

6. Allocations

In addition to administration based allocations which clear each month, this category also includes plant and overhead related allocations. Due to the nature of these line items, the activity reflects as a net offset against operating expenditure, in recognition of those expenses that are of a capital nature (and need to be recognised accordingly). It should be noted that performance in the category has no direct impact on the closing position.

Non-Operating Grants, Subsidies and Contributions

7. Non-Operating Grants, Subsidies and Contributions are less than budget by \$882K with the main items impacting on the above result being the timing of the receipt of funding which is also offset with less than anticipated capital expenditure at this time.

Cost Code	Cost Code Description	Variance YTD				
Finance and Cor	Finance and Corporate Services					
10239	Contributions - Community Facilities	(307,644)				
R0288/R0228	Contributions - Capital Activities - Locke Estate	48,000				
Community and	Commercial Services					
C6099	Airport Development - Project Grant	477,978				
Planning and De	velopment Services					
B9109	Hithergreen Building Renovations	(28,705)				
Engineering and Works Services						
C1512	Port Geographe Boat Ramp Renewal Works	(68,750)				
C3113	Busselton Tennis Club - Infrastructure	80,000				
C3168	Busselton Foreshore Jetty Precinct	(128,425)				
C3186	Lou Weston Oval - Courts	(195,000)				
F0019	College Avenue	72,000				
S0035	Strelly Street / Barlee Street Roundabout	37,803				
S0051	Causeway Road / Rosemary Drive Roundabout	(133,335)				
S0064	Peel Terrace (Stanley PI/Cammilleri St Intersection Upgrade)	(83,335)				
S0069	Peel Terrace (Brown Street Intersection Upgrades)	(41,665)				
S0071	Ludlow-Hithergreen Road Safety Improvements	230,600				

S0072	Kaloorup Road - Reconstruct and Seal Shoulders	100,000
T0019	Wonnerup South Road - Reconstruct and Widening (narrow seal)	(260,225)
T0085	Yoongarillup Road - Reconstruct Intersection at Vasse H/Way	(87,500)
T0086	Yoongarillup Road - Reconstruct & Widen (Western Section)	(615,875)

Capital Expenditure

8. As at 30 November 2019, there is a variance of 64.2% or \$11.1M in total capital expenditure with YTD actual at \$6.2M against the YTD amended budget of \$17.3M.

The attachments to this report include detailed listings of all capital expenditure (project) items, however the main areas of variance are summarised as follows:

Cost Code	Cost Code Description	Variance YTD
Buildings		2,400,303
B9600	Old Vasse Lighthouse (budget amendment pending)	43,745
B9516	Busselton Library Upgrade	135,375
B9109	Hithergreen Building Renovations	28,705
B9407	Busselton Senior Citizens	442,395
B9511	ArtGeo Building (budget amendment pending)	(27,703)
B9596	GLC Building Improvements	119,353
B9604	Womens Change Facility Bovell	(55,304)
B9605	Energy Efficiency Initiatives (Various Buildings	43,988
B9610	Old Butter Factory	(100,241)
B9716 & B9717	Airport Terminals	1,678,335
B9808	Busselton Jetty Tourist Park Upgrade	66,128
Plant & Equipme	nt .	1,237,474
10115	Major Projects Administration	40,423
10250	Information & Communication Technology Services	35,000
10910	Building Services	35,000
11101	Engineering Services Administration	40,000
11150	Asset Management Administration	35,000
11151	Airport Operations	30,000
11156	Airport Development Operations (budget amendment pending)	(26,950)
11402	Plant Purchases (P10) (budget amendment pending)	645,000
11403	Plant Purchases (P11) (budget amendment pending)	182,369
11404	Plant Purchases (P12) (budget amendment pending)	190,000
Furniture & Offic	e Equipment	385,168
10250	Information & Communication Technology Services	274,401
11156	Airport Development Operations	125,000
Infrastructure By	Class	7,115,173
	Roads	2,328,696
	Bridges	62,000
	Car Parks	328,427
	Footpaths & Cycleways	247,781
	Parks, Gardens & Reserves	3,383,913
	Regional Airport & Industrial Park Infrastructure	746,037

Many of these items of under expenditure e.g. Main Roads construction works, also assists in explaining the above current YTD shortfall in Non-Operating Grants. In the main, many of these projects have yet to be commenced at this time of year and represent a timing difference.

Proceeds from Sale of Assets

9. There is a variance for the proceeds from sale of assets of -\$228K, due to timing in the changeover of vehicles.

Self Supporting Loans – Repayment of Principal

10. There is a variance of YTD \$26K vs a budget of \$24K. The accounting treatment in the system for the Tennis Club loan has not yet been actioned. This will be rectified in December.

Transfer to Restricted Assets

- 11. There is a variance for transfer to restricted assets of \$70K more than amended budget. The reason for this is as follows:
 - Transfer to deposits and bonds of \$44K as opposed to a budget of \$0. These funds do not have a budget allocation as they are not able to be reliably measured;
 - Interest earned on government grants of \$25K transferred to restricted cash, for which there was no budget allocated as it was expected that the grant would have been utilized by this stage.

Transfer from Restricted Assets

- 12. There is a variance for transfer from restricted assets of \$538K more than amended budget. The main reason for this is as follows:
 - Transfer from Roadwork Bonds of \$519K as opposed to a budget of \$0. These funds do not have a budget allocation as they are not able to be reliably measured;

Transfer from Reserves

- 13. There is a variance for transfer from reserves of \$425K less than amended budget. The reason for this is as follows:
 - Transfer from Jetty Maintenance Reserve of \$425K did not occur due to works not being undertaken on cost code C3497 (part of the Parks, Gardens & Reserves variance shown above), for the following reasons:
 - i. The previous expenditure figure was based on the 50 year plan.
 - ii. The 5 year structural review undertaken in 2019/2020 discovered that the Jetty was in better condition than forecast in the 50 year plan. Capital works planned for 2020 have been deferred to 2030.
 - iii. Requests for Tenders issued for maintenance works per the 5 year plan are to be awarded at the Council meeting on 29 January 2020.
 - iv. As a result budget figures have been revised for next the 5 financial years to reflect the 5 year plan.

Investment Report

Pursuant to the Council's Investment Policy, a report is to be provided to the Council on a monthly basis, detailing the investment portfolio in terms of performance and counterparty percentage exposure of total portfolio. The report is also to provide details of investment income earned against budget, whilst confirming compliance of the portfolio with legislative and policy limits.

As at 30 November 2019, the value of the City's invested funds totalled \$84.48M, steady from \$84.48M as at 31 October 2019.

During the month of November, only one term deposit in the amount of \$2.0M matured. It was renewed for a further 91 days at 1.58%.

The balance of the 11am account (an intermediary account which offers immediate access to the funds compared to the term deposits and a higher rate of return compared to the cheque account) remained steady.

The balance of the Airport Development ANZ and WATC cash accounts remained steady, although an amount of \$1.5M was withdrawn from the WATC account and transferred to the ANZ Cash A/c.

The RBA announced no rate changes in November or December. Future movements are unknown at this time although further drops are possible in coming months.

Chief Executive Officer – Corporate Credit Card

Details of monthly (October to November) transactions made on the Chief Executive Officer's corporate credit card are provided below to ensure there is appropriate oversight and awareness of credit card transactions made.

Date	\$ Amount	Payee	Description
20.04.40	205.00	Data and District	Ci in Bounding Bounds
28-Oct-19	205.00	Dataco Pty Ltd	Civic Reception Beverages
08-Nov-19	7.17	City of Perth	Parliament Parking - Meeting
		,	Deposit - Councillor & SMG EOY
13-Nov-19	304.50	Caves House Hotel	Function
18-Nov-19	124.23	Airport Security Parking	Parking LGCOG Conference Hervey Bay*
25-Nov-19	232.88	Mantra Hervey Bay	Accommodation LGCOG Conference*
25-Nov-19	101.00	The Dock Hervey Bay	Meals LGCOG Conference Hervey Bay*
26-Nov-19	36.83	EG Fuelco	Fuel Hire Car LGCOG Conference*

^{*}Funds debited against CEO Annual Professional Development Allowance as per employment Contract Agreement

Statutory Environment

Section 6.4 of the Act and Regulation 34 of the Regulations detail the form and manner in which a local government is to prepare financial activity statements.

Relevant Plans and Policies

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

Financial Implications

Any financial implications are detailed within the context of this report.

Stakeholder Consultation

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.

⁺ Allocated against CEO Hospitality Expenses Allowance

Options

The Statements of Financial Activity are presented in accordance with Section 6.4 of the Act and Regulation 34 of the Regulations and are to be received. Council may wish to make additional resolutions as a result of having received these reports.

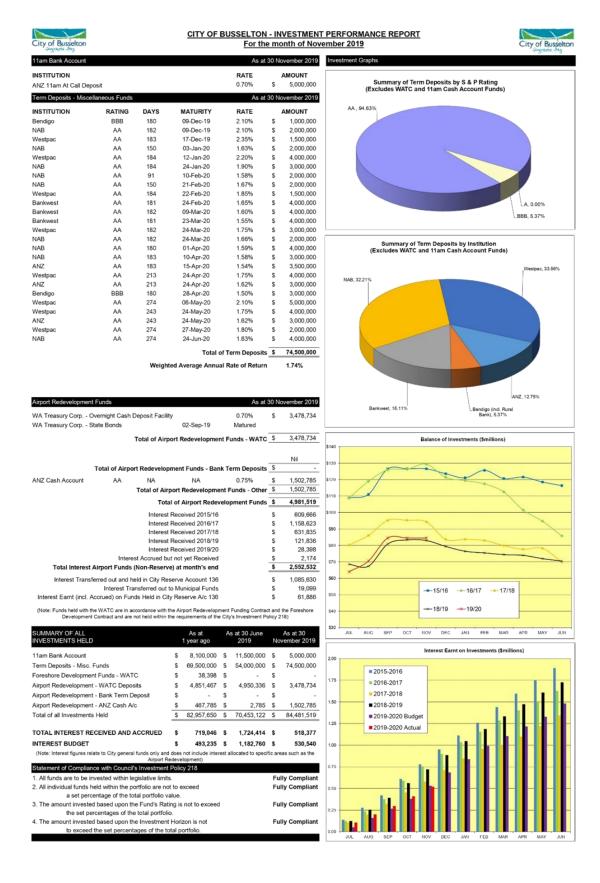
CONCLUSION

As at 30 November 2019, the City's financial performance is considered satisfactory.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

Not applicable.

Attachment A **Investment Report November 2019**



29 January 2020

City of Busselton

Statement of Financial Activity

	2019/2020	2019/2020	2019/2020	2019/2020	2019/2020	2019/20
	Actual YTD	Amended	Original	Amended	Original	YTD Bud (A)
	\$	Budget YTD \$	Budget YTD \$	Budget \$	Budget \$	Variance %
Revenue from Ordinary Activities	•	*	•	•	•	,,,
Rates	51,821,658	51,312,073	51,312,073	51,617,412	51,617,412	0.99%
Operating Grants, Subsidies and Contributions	2,261,197	1,462,264	1,462,264	4,926,958	4,926,958	54.64%
Fees & Charges	10,512,708	10,204,302	10,357,637	16,292,090	16,292,090	3.02%
Other Revenue	209,467	231,111	231,111	551,510	551,510	-9.37%
Interest Earnings	985,097	867,290	867,290	1,955,000	1,955,000	13.58%
	65,790,127	64,077,040	64,230,375	75,342,970	75,342,970	2.67%
Expenses from Ordinary Activities						
Employee Costs	(13,614,337)	(14,218,369)	(14,218,369)	(33,303,930)	(33,303,930)	4.25%
Materials & Contracts	(6,574,202)	(7,455,664)	(7,067,964)	(19,058,249)	(18,226,504)	11.82%
Utilities (Gas, Electricity, Water etc)	(972,991)	(1,115,946)	(1,115,946)	(2,774,257)	(2,774,257)	12.81%
Depreciation on non current assets	(9,567,706)	(9,630,150)	(9,630,150)	(22,870,222)	(22,870,222)	0.65%
Insurance Expenses	(730,708)	(684,775)	(684,775)	(733,960)	(733,960)	-6.71%
Other Expenditure	(1,394,441)	(1,096,309)	(1,096,309)	(4,920,811)	(4,920,811)	-27.19%
Allocations	670,692	908,766	908,766	2,161,452	2,161,452	26.20%
	(32,183,692)	(33,292,447)	(32,904,747)	(81,499,977)	(80,668,232)	3.33%
	(32,203,032)	(33,232,447)	(32,304,747)	(02,155,577)	(00,000,232)	3.3370
Borrowings Cost Expense						
Interest Expenses	(401,977)	(401,979)	(401,979)	(1,273,688)	(1,273,688)	0.00%
	(101.077)	(404.070)	(101.070)	(1 272 500)	(4.070.000)	
	(401,977)	(401,979)	(401,979)	(1,273,688)	(1,273,688)	0.00%
Non-Operating Grants, Subsidies and Contributions	1,948,119	2,829,823	2,815,845	23,804,690	32,042,712	-31.16%
Profit on Asset Disposals	16,476	45,243	45,243	78,050	78,050	-63.58%
Loss on Asset Disposals	(51,489)	(31,806)	(31,806)	(161,135)	(161,135)	-61.89%
	1,913,106	2,843,260	2,829,282	23,721,605	31,959,627	-32.71%
Net Result	35,117,564	33,225,874	33,752,931	16,290,910	25,360,677	5.69%
Adjustments for Non-cash Revenue & Expenditure						
Depreciation	9,567,706	9,630,150	9,630,150	22,870,222	22,870,222	
Donated Assets	0	0	0	(8,224,000)	(8,224,000)	
(Profit)/Loss on Sale of Assets	34,876	(13,437)	(13,437)	83,085	83,085	
Allocations & Other Adjustments	269,661	0	0	0	0	
Deferred Pensioner Movements (Non-current) Recording of Employee Benefit Provisions (NC)	17,471	0	0	0	0	
Deposit & Bonds Movements (cash backed NC)	(494,469)	0	0	0	0	
beposit a bolius movements (cash backed recy	(434,403)	•		•	•	
Capital Revenue & (Expenditure)						
Land & Buildings	(952,526)	(3,348,268)	(7,015,135)	(9,837,358)	(18,097,358)	71.55%
Plant & Equipment	(538,441)	(1,775,915)	(1,775,915)	(4,493,000)	(4,493,000)	69.68%
Furniture & Equipment	(66,522)	(451,690)	(459,742)	(1,113,069)	(1,129,169)	85.27%
Infrastructure Proceeds from Sale of Assets	(4,646,410)	(11,761,583)	(11,747,605)	(36,934,273)	(36,851,773)	60.50%
Proceeds from Sale of Assets	255,155	483,050	483,050	3,476,580	3,476,580	-47.18%
Proceeds from New Loans	0	0	0	150,000	150,000	0.00%
Self Supporting Loans - Repayment of Principal	(23,826)	26,176	26,176	76,055	76,055	-191.02%
Total Loan Repayments - Principal	(1,036,213)	(1,086,217)	(1,086,217)	(3,297,412)	(3,297,412)	4.60%
Repayment Capital Lease	0	0	(189,824)	0	(759,300)	0.00%
Advances to Community Groups	0	0	0	(150,000)	(150,000)	0.00%
Transfer to Restricted Assets	(95,301)	(25,045)	(25,045)	(60,100)	(60,100)	-280.52%
Transfer from Restricted Assets	538,401	0	0	6,319,121	6,315,599	0.00%
Transfer to Reserves	(6,803,814)	(7,220,587)	(7,220,587)	(21,878,042)	(21,878,042)	5.77%
Transfer from Reserves	1,232,906	1,657,906	1,657,906	34,970,205	34,856,860	-25.63%
Opening Funds Surplus/ (Deficit)	1,751,076	1,751,076	1,751,076	1,751,076	1,751,076	
Opening runus surplus/ (Deficit)	1,751,076	1,/51,0/6	1,/51,0/6	1,751,076	1,751,076	
Net Current Position - Surplus / (Deficit)	34,127,294	21,091,490	17,767,782	0	0	

City of Busselton

Net Current Position

	2019/20 Actual YTD	2019/20 Amended Budget	2019/20 Original Budget	2018/19 Actual
NET CURRENT ASSETS	\$	\$	\$	\$
CURRENT ASSETS				
Cash - Unrestricted	17,091,076	646,604	646,604	3,204,485
Cash - Restricted	72,163,825	47,716,649	47,833,516	67,067,833
Sundry Debtors	1,209,860	1,800,000	1,800,000	1,809,547
Rates Outstanding - General	19,082,018	1,280,000	1,280,000	1,284,090
Stock on Hand	16,543	24,981	24,981	24,980
	109,563,322	51,468,234	51,585,101	73,390,935
LESS: CURRENT LIABILITIES				
Bank Overdraft	0	0	0	0
Sundry Creditors	3,272,204	3,751,585	3,751,585	4,572,026
Performance Bonds	2,449,041	2,943,510	2,943,510	2,943,510
	5,721,245	6,695,095	6,695,095	7,515,536
Current Position (inclusive of Restricted Funds)	103,842,078	44,773,139	44,890,006	65,875,399
Add: Cash Backed Liabilities (Deposits & Bonds)	2,449,041	2,943,510	2,943,510	2,943,510
Less: Cash - Restricted Funds	(72,163,825)	(47,716,649)	(47,833,516)	(67,067,833)
NET CURRENT ASSET POSITION	34,127,294	0	0	1,751,076

City of Busselton

Capital Acquisition Report

Property, Plant & Equipment, Infrastructure

For the Period Ended 30 November 2019

	Description	2019/20 Actual	2019/20 Amended Budget YTD	2019/20 Original Budget YTD	2019/20 Amended Budget	2019/20 Original Budget	2019/20 Budget YTD Variance
>> Prope	erty, Plant & Equipment	\$	\$	\$	\$	\$	%
	Land						
10370	Busselton Cemetery	4,562	0	0	100.000	100,000	0.00%
10610	Property Services Administration	0	0	0	100,000	100,000	0.00%
		4,562		0	200,000	200,000	0.00%
	Buildings						
	Major Projects						
	Major Project - Busselton Foreshore						
B9570	Foreshore East-Youth Precinct Community Youth Building/SLSC	0	2,500	2,500	10,000	10,000	-100.00%
B9584 B9600	Jetty Depot - Maintenance Compound Old Vasse Lighthouse	19,870 25,755	69,500	69,500	120,000	120,000	0.00% -62.94%
		45,625	72,000	72,000	130,000	130,000	-36.63%
	Major Project - Library Expansion	43,023	72,000	72,000	130,000	130,000	-30.0376
B9516	Busselton Library Upgrade	0	135,375	135,375	361,000	361,000	-100.00%
		0	135,375	135,375	361,000	361,000	-100.00%
	Major Project - Administration Building						
B9010	Civic and Administration Centre Minor Upgrades	36,679	17,666	17,666	53,000	53,000	107.62%
	Buildings (Other)	36,679	17,666	17,666	53,000	53,000	107.62%
	buildings (other)						
B9109	Hithergreen Building Renovations	0	28,705	28,705	68,890	68,890	-100.00%
B9300 B9301	Aged Housing Capital Improvements - Winderlup Aged Housing Capital Improvements - Harris Road	17,613 0	20,000 20,000	20,000 20,000	80,000 60,000	80,000 60,000	-11.94% -100.00%
B9302	Aged Housing Capital Improvements - Winderlup Court (City)	5,070	0	20,000	151,000	151,000	0.00%
B9407	Busselton Senior Citizens	42,375	484,770 13,710	484,770 13,710	1,163,450 32,900	1,163,450 32,900	-91.26%
B9511 B9517	ArtGeo Building GLC - Pool Relining	41,413	20,835	20,835	50,000	50,000	202.06% -100.00%
B9534	Community Resource Centre	3,727	5,156	5,156	5,160	5,160	-27.71%
B9556 B9588	NCC Upgrade Old Court House Building Upgrade	64 37,722	24,999 31,250	24,999 31,250	50,000 75,000	50,000 75,000	-99.74% 20.71%
B9591	Performing Arts Convention Centre	22,470	31,230	31,250	500,000	500,000	0.00%
B9596	GLC Building Improvements	58,105	177,458	177,458	525,900	525,900	-67.26%
B9604 B9605	Womens Change Facility Bovell Energy Efficiency Initiatives (Various Buildings	90,174 38,253	34,870 82,241	34,870 82,241	83,685 177,378	83,685 177,378	158.60% -53.49%
B9606	King Street Toilets	0	02,241	02,241	200,000	200,000	0.00%
B9607	General Buildings Asset Renewal Allocation (Various Building	34,996	33,334	33,334	100,000	100,000	4.99%
B9608 B9609	Demolition Allocation (Various Buildings) GLC Stadium Expansion	4,500 0	8,334 7,500	8,334 7,500	25,000 30,000	25,000 30,000	-46.00% -100.00%
B9610	Old Butter Factory	371,236	270,995	270,995	650,385	650,385	36.99%
B9716	Airport Terminal Stage 2	71,468	191,468	5,208,335	191,468	12,500,000	-62.67%
B9717 B9719	Airport Construction, Existing Terminal Upgrade Busselton Works Depot - Toilets and Sewer	0	1,558,335 16,666	208,335 16,666	4,548,532 50,000	500,000 50,000	-100.00% -100.00%
B9808	Busselton Jetty Tourist Park Upgrade	26,473	92,601	92,601	274,610	274,610	-71.41%
		865,661	3,123,227	6,790,094	9,093,358	17,353,358	-72.28%
	Total Buildings	947,965	3,348,268	7,015,135	9,637,358	17,897,358	-71.69%
	Plant & Equipment						
10000	Members of Council	0	0	0	40,000	40,000	0.00%
10001 10115	Office of the CEO Major Projects Administration	61,283 39,577	65,000 80.000	65,000 80.000	65,000 80.000	65,000 80.000	-5.72% -50.53%
10200	Financial Services	38,427	40,000	40,000	40,000	40,000	-3.93%
10250	Information & Communication Technology Services	0	35,000	35,000	35,000	35,000	-100.00%
10510 10521	Governance Support Services Human Resources & Payroll	0	0	0	40,000 35,000	40,000 35,000	0.00%
10530	Community Services Administration	6,975	0	0	0	0	0.00%
10591	Geographe Leisure Centre	0	0	0	35,000	35,000	0.00%
10600 10800	Busselton Jetty Tourist Park Planning Directorate Support	0	16,000 0	16,000	16,000 40,000	16,000 40,000	-100.00% 0.00%
10910	Building Services	0	35,000	35,000	70,000	70,000	-100.00%
10950	Animal Control	25,149	50,000	50,000	50,000	50,000	-49.70%
10980 11101	Other Law, Order & Public Safety Engineering Services Administration	75,448 0	55,000 40,000	55,000 40,000	55,000 40,000	55,000 40,000	37.18% -100.00%
11107	Engineering Services Design	0	0	0	9,000	9,000	0.00%
11150	Asset Management Administration	0	35,000	35,000	35,000	35,000	-100.00%
11151	Airport Operations	0	30,000	30,000	30,000	30,000	-100.00%

29 January 2020

City of Busselton

Capital Acquisition Report

Property, Plant & Equipment, Infrastructure

For the Period Ended 30 November 2019

	Description	2019/20	2019/20	2019/20	2019/20		2019/20
		Actual	Amended	Original	Amended	2019/20	Budget YTD
			Budget YTD	Budget YTD	Budget	Original Budget	Variance
11156	Airport Development Operations	26,950	0	0	0	0	0.00%
11401	Transport - Workshop	0	12,915	12,915	31,000	31,000	-100.00%
11402	Plant Purchases (P10)	0	645,000	645,000	2,295,000	2,295,000	-100.00%
11403 11404	Plant Purchases (P11) Plant Purchases (P12)	264,631 0	447,000 190,000	447,000 190,000	632,000 595,000	632,000 595,000	-40.80% -100.00%
11404	Plant Purchases (P12) Plant Purchases (P14)	0	190,000	190,000	40,000	40,000	-100.00%
11400	P&E - P&G Smart Technologies	0	0	0	150,000	150,000	0.00%
11500	Operations Services Administration	0	0	0	35,000	35,000	0.00%
22500	operations services realisms action	•			33,000	33,000	0.0070
		538,441	1,775,915	1,775,915	4,493,000	4,493,000	-69.68%
	Furniture & Office Equipment						
10250	Information & Communication Technology Services	8,444	282,845	282,845	678,842	678,842	-97.01%
10530	Community Services Administration	0	12,000	12,000	12,000	12,000	-100.00%
10590	Naturaliste Community Centre	7,292	6,010	6,010	19,227	19,227	21.33%
10591	Geographe Leisure Centre	5,000	13,750	13,750	33,000	33,000	-63.64%
10616 10617	Winderlup Villas Aged Housing Harris Road Aged Housing	0	0	4,251 3,801	0	8,500 7,600	0.00%
10617	Art Geo Administration	22,000	10,000		10,000	10,000	120.00%
10925	Cultural Planning	23,786	10,000	10,000	55,000	55,000	0.00%
11156	Airport Development Operations	23,760	125,000	125,000	300,000	300,000	-100.00%
B1361	YCAB (Youth Precinct Foreshore)	0	2,085	2,085	5,000	5,000	-100.00%
	,		2,300	_,,500	-,000	2,000	
		66,522	451,690	459,742	1,113,069	1,129,169	-85.27%
	Sub-Total Property, Plant & Equipment	1,557,489	5,575,873	9,250,792	15,443,427	23,719,527	-72.07%
>> Infra	structure	ı					
	*** * * * * * * * * * * * * * * * * * *						
	Major Project - Busselton Foreshore						
C0053	Car Parking - Rear of Hotel Site 1	1,370	187,500	187,500	500,000	500,000	-99.27%
C0054	Barnard East Car Parking	0	16,495	16,495	79,180	79,180	-100.00%
C3094	Busselton Foreshore - Stage 3	72.175	98.780	98,780	237.082	237.082	-26.93%
C3112	Busselton Foreshore - Exercise Equipment	0	51,415	51,415	123,400	123,400	-100.00%
C3113	Busselton Tennis Club - Infrastructure	335,853	836,914	836,914	868,604	868,604	-59.87%
C3168	Busselton Foreshore Jetty Precinct	122,707	75,740	75,740	181,774	181,774	62.01%
C3182	Relocation of Veteran Car Club	101,601	105,071	105,071	109,640	109,640	-3.30%
C3189	Fencing Possum Park Barnard East	163	11,250	11,250	30,000	30,000	-98.55%
C3206	Landscaping - Old Busselton Tennis Club Site	175	187,500	187,500	500,000	500,000	-99.91%
C3207	Barnard East Underground Power	0	34,635	34,635	166,250	166,250	-100.00%
C3208	Barnard East Landscaping	3,540	50,000	50,000	240,000	240,000	-92.92%
F0089	Barnard East Footpaths	0	19,008	19,008	91,240	91,240	-100.00%
		637,584	1,674,308	1,674,308	3,127,170	3,127,170	-61.92%
		037,304	1,074,300	1,074,300	3,127,170	3,127,170	-01.5270
	Major Project - Administration Building						
C0043	Administration Building Carpark	0	25,000	25,000	100,000	100,000	-100.00%
			25,000	25,000	100,000	100,000	-100.00%
		U	25,000	25,000	100,000	100,000	-100.00%
	Major Project - Lou Weston Oval						
C3186	Lou Weston Oval - Courts	87,652	470,850	470,850	1,883,400	1,883,400	-81.38%
		87,652	470,850	470,850	1,883,400	1,883,400	-81.38%
	Footpaths Construction						
	- cospens construction						
F0019	College Avenue	114,002	150,000	150,000	360,000	360,000	-24.00%
F0051	Chester Way Dunsborough - New Footpath	56,762	41,665	41,665	100,000	100,000	36.23%
F0066	Bussell Highway Footpath Sections	177,160	147,100	147,100	353,047	353,047	20.43%
F0080	Margaret St DUP Renewal	661	33,335	33,335	80,000	80,000	-98.02%
F0081	Windlemere Drive Dunsborough - New Path	193	61,250	61,250	147,000	147,000	-99.68%
F0082	King Street - New Path	0	75,000	75,000	180,000	180,000	-100.00%
F0083	Bell Drive - New Path Completing Missing Sections	38,957	21,670	21,670	52,000	52,000	79.77%
F0084	Thompson Way - New Path	193	15,420	15,420	37,000	37,000	-98.75%
F0085 F0086	Paterson Drive - New Footpath & Foot Bridge	193	31,965	31,965	76,720	76,720	-99.40%
F0086 F0087	Holgate Road Path - Renewal as per AMP Sanctuary Grove Path - Renewal as per AMP	0	6,400 16,665	6,400 16,665	15,360 40,000	15,360 40,000	-100.00% -100.00%
F0087	Ella Gladstone Drive Path - Renewal as per AMP	198	5.720	5,720	13,720	13,720	-100.00%
F0090	DAIP - Disability Access	19,145	20,835	20,835	50,000	50,000	-8.11%
F0091	Criterion Track Bovell Oval	17,768	7,405	7,405	17,768	17,768	139.95%
		425,232	634,430	634,430	1,522,615	1,522,615	-32.97%
	<u>Drainage Construction - Street</u>						
D0009	Busselten IIA Connected Dunin Bostonschip WCIID Imperior	480	0	0	20.000	20.000	0.00%
D0009 D0017	Busselton LIA - Geocatch Drain Partnership WSUD Improvements Chain Avenue - Drainage Works	480 35,059	0	0	30,000	30,000	0.00%
D0017	Glenmeer Ramble Drainage Upgrade	35,059	21,125	21,125	50,700	50,700	-100.00%
50020		0	22,123	22,223	30,700	30,700	200.0076

29 January 2020

29 January 2020

City of Busselton

Capital Acquisition Report

Property, Plant & Equipment, Infrastructure

For the Period Ended 30 November 2019

	Description	2019/20 Actual	2019/20 Amended Budget YTD	2019/20 Original Budget YTD	2019/20 Amended Budaet	2019/20	2019/20 Budget YTD Variance
D0021 D0022	Chugg Road Drainage Upgrade West Street Drainage Improvements	630 12,507	41,670 5,230	41,670 5,230	100,000 12,551	100,000 12,551	-98.49% 139.14%
		48,676	68,025	68,025	193,251	193,251	-28.44%
	Car Parking Construction						
C0013	Yallingup Beach Car Park	74,788	27,695	27,695	66,472	66,472	170.04%
C0044 C0050	Meelup Coastal Nodes - Carpark upgrade Forth Street Groyne Carpark - Formalise and Seal	64,886 0	0 22,750	0 22,750	138,270 54,600	138,270 54,600	0.00%
C0051	Vasse Oval Gravel Car Parking - Dawson (Eastern Side)	219	83,335	83,335	200,000	200,000	-99.74%
C0052	Vasse Kaloorup Oval Carpark Development	1,420	108,335	108,335	260,000	260,000	-98.69%
		141,313	242,115	242,115	719,342	719,342	-41.63%
	Bridges Construction						
A0014	Bussell Highway - 0241	0	62,000	62,000	744,000	744,000	-100.00%
A0022 A0023	Yallingup Beach Road Bridge - 3347 Kaloorup Road Bridge - 3381	0	0	0	700,000 138,000	700,000 138,000	0.00%
A0024	Boallia Road Bridge - 4854	0	0	0	138,000	138,000	0.00%
			62,000	62,000	1,720,000	1,720,000	-100.00%
	Cycleways Construction						
F1005	End of Trip Facilities for Cyclists	1,260	14,585	14,585	35,000	35,000	-91.36%
F1021	Wayfinding for Cyclists	0	6,250	6,250	15,000	15,000	-100.00%
		1,260	20,835	20,835	50,000	50,000	-93.95%
	Townscape Construction						
C1001	Queen Street Upgrade - Duchess to Kent Street	0	120,000	120,000	120,000	120,000	-100.00%
C1024	Dunsborough Road Access Improvements Stage 1	9,343	80,510	80,510	193,221	193,221	-88.40%
C1026	Townscape Works Dunsborough	4,226	217,920	217,920	523,000	523,000	-98.06%
		13,569	418,430	418,430	836,221	836,221	-96.76%
	Boat Ramps Construction						
C1502	Old Dunsborough Boat Ramp Finger Jetty	1,800	10,000	10,000	10,000	10,000	-82.00%
C1503	Quindalup Sea Rescue Boat Ramp	0	10,000	10,000	10,000	10,000	-100.00%
C1504 C1512	Abbey Boat Ramp Upgrade Port Geographe Boat Ramp Renewal Works	0 452,260	10,000 196,170	10,000 196,170	10,000 470,810	10,000 470,810	-100.00% 130.55%
01011	Total designation and the state of the state	454,060	226,170	226,170	500,810	500,810	100.76%
		454,060	226,170	226,170	500,810	500,810	100.76%
	Depot Construction						
C2006	Depot Washdown Facility Upgrades	0	34,375	34,375	82,500	82,500	-100.00%
		0	34,375	34,375	82,500	82,500	-100.00%
	Beach Restoration						
C2504	Groyne Construction	0	9,480	9,480	22,754	22,754	-100.00%
C2512	Sand Re-Nourishment	202,378	139,265	139,265	259,240	259,240	45.32%
C2520 C2523	Coastal Protection Works Broadwater Beach Coastal Protection Stage 1 of 4	12,754 72,105	22,915 43,065	22,915 43,065	55,000 403,355	55,000 403,355	-44.34% 67.43%
C2524	Wonnerup Coastal Defence (Groyne)	3,321	0	0	0	0	0.00%
C2525 C2526	Wonnerup Groynes 3, 5, & 6	143,696	56,665	56,665	136,000 288,419	136,000 288.419	153.59% -91.96%
C2526 C2527	Baudin/ Wonnerup Groynes Storm Damage Renewal of Infrastructure	9,660	120,175 4.870	120,175 4.870	288,419 11.692	288,419 11.692	-91.96% -100.00%
C2528	Craig Street Groyne and Sea Wall	167,724	35,085	35,085	84,209	84,209	378.05%
		611,637	431,520	431,520	1,260,669	1,260,669	41.74%
	Parks, Gardens & Reserves						1
C3007	Park Furniture Replacement - Replace aged & unsafe Equip	4,846	12,500	12,500	30,000	30,000	-61.23%
C3017	Bovell Park - Upgrade Lighting	59,927	30,040	30,040	72,100	72,100	99.49%
C3024 C3046	Dunsborough Oval - Lighting Upgrade Dunsborough - BMX / Skatebowl	43,102 0	22,915 0	22,915 0	55,000 5,000	55,000 5,000	88.09% 0.00%
C3048	BBQ Placement and Replacement	128	7,500	7,500	15,000	15,000	-98.29%
C3066	West Swim Jetty	0	20,000	20,000	20,000	20,000	-100.00%
C3096	Yallingup Park - Upgrades	0	14,000	14,000	14,000	14,000	-100.00%
C3103 C3116	Youth Skate Park Dawson Park (Mcintyre St Pos)	0	15,000 0	15,000 0	15,000 110,000	15,000 110,000	-100.00% 0.00%
C3122	Rails to Trails - Continuation of Implementation Plan	125,601	57,780	57,780	544,757	544,757	117.38%
C3136	Vasse Oval Kaloorup - Grassing of Existing Oval	279	120,000	120,000	120,000	120,000	-99.77%
C3145 C3146	Churchill Park Dunsborough Town Centre/ Foreshore	24,972	34,765 15,000	34,765 15,000	533,439 15,000	533,439 15,000	-28.17% -100.00%
03170		· ·	13,000	13,000	13,000	13,000	200.0076

12.2 Attachment B

City of Busselton

Capital Acquisition Report

Property, Plant & Equipment, Infrastructure

For the Period Ended 30 November 2019

	Description	2019/ 20 Actual	2019/20 Amended	2019/20 Original	2019/20 Amended	2019/20	2019/20 Budget YTD
C3158	Port Geographe - Casurina Replacements on Layman Road	17.664	Budget YTD 7,360	Budget YTD 7,360	Budget 17.664	Original Budget 17.664	Variance 140.00%
C3159	Port Geographe - Burgee Cove (Western Side of Bridge)	27,656	17,285	17,285	24,000	24,000	60.00%
C3160	Port Geographe - Reticulated POS at Layman Road	15,842	14,575	14,575	17,500	17,500	8.70%
C3163	Port Geographe - Outstanding Minor Repairs	14,999	6,250	6,250	15,000	15,000	139.99%
C3166 C3176	Vasse River Foreshore - Bridge to Bridge Geographe Bay Road (Earnshaw) Coastal Fencing Renewal	24,691	45,585 0	45,585 0	109,399 10,000	109,399	-45.83% 0.00%
C3177	Shade Sail Program Dawson Park/ Cloisters	262	50,000	50,000	50,000	50,000	-99.48%
C3187	Port Geographe Reticulation Upgrades	136	27,845	27,845	66,823	66,823	-99.51%
C3192	Foreshore Renewal HighStreet to CareyStreet	0	26,000	26,000	26,000	26,000	-100.00%
C3193 C3194	Cricket Wicket Renewal Meelup Regional Park - Capital Projects	8,337 0	5,415 0	5,415 0	13,000 163,000	13,000 163,000	53.96% 0.00%
C3194	Centennial Park (West of Banks Ave) - Lighting Renewal	0	4,165	4,165	10,000	10,000	-100.00%
C3196	Centennial Park (West of Banks Av) - Renewal of Beach Shower	0	4,165	4,165	10,000	10,000	-100.00%
C3197	Riverbank POS - Renewal of Riverbank Platform	8,780	0	0	10,000	10,000	0.00%
C3198 C3199	Vasse SAR Area General Improvements to the Area Vasse SAR Area Installation of Shade Sails	9,406	0 25,000	0 25,000	25,000 25,000	25,000 25,000	0.00%
C3200	Provence SAR Area General Improvements to the Area	0	25,000	25,000	75,000	75,000	0.00%
C3201	Port Geographe - Stage 3 Reticulation Upgrade	24,775	62,500	62,500	150,000	150,000	-60.36%
C3202	Port Geographe Street Light Replacement	0	0	0	50,000	50,000	0.00%
C3203 C3204	Port Geographe General Improvements/ Foreshore	0	0	0	30,000 20,000	30,000 20.000	0.00%
C3204 C3205	Port Geographe Eastern Side of Footbridge Landscaping Upgrad Port Geographe Native Planting area in front Sensations cafe	128	0	0	15.000	15.000	0.00%
C3209	Busselton Town Centre CBD	0	15,000	15,000	15,000	15,000	-100.00%
C3210	McBride Park - POS Upgrade	0	0	0	32,538	32,538	0.00%
C3211	Tulloh St (Geographe Bay Road) - POS Upgrade	0	0	0	90,332	90,332	0.00%
C3212 C3213	Siesta Park -Beach Acesss - POS Upgrade Cabarita Road - POS Upgrade	0	0	0	13,056 100,000	13,056 100,000	0.00%
C3213	Kingsford Road - POS Upgrade	0	0	0	150,653	150,653	0.00%
C3215	Monash Way - POS Upgrade	0	0	0	167,174	167,174	0.00%
C3216	Wagon Road - POS Upgrade	0	0	0	167,174	167,174	0.00%
C3217 C3218	Limestone Quarry - POS Upgrade Dolphin Road - POS Upgrade	0	0	0	167,174 91,000	167,174 91,000	0.00%
C3218	Kingfish/ Costello - POS Upgrade	0	0	0	91,000	91,000	0.00%
C3220	Quindalup Old Tennis Courts Site - POS Upgrade	0	0	0	149,587	149,587	0.00%
C3221	Cape Naturalise - POS Upgrade	0	0	0	167,392	167,392	0.00%
C3222 C3497	King St Reserve Park - POS Upgrade Busselton Jetty - Capital Expenditure	0 70.052	0 425.000	0 425,000	147,348	147,348	0.00% -83.52%
C3497	Busselton Jetty - Capital Expenditure	70,052	425,000	425,000	1,700,000	1,700,000	-83.52%
		481,583	1,085,645	1,085,645	5,731,110	5,731,110	-55.64%
	Airport Construction						
C6025	Installation of Bird Netting	0	0	0	185,240	185,240	0.00%
			0	0	185,240	185,240	0.00%
	Cemetery Capital Works						
C1604	Pioneer Cemetery Infrastructure Upgrades	6,502	21,010	21,010	50,425	50,425	-69.05%
C1605	Busselton Cemetery Infrastructure Upgrades	950	40,000	40,000	40,000	40,000	-97.63%
C1608 C1609	Dunsborough Cemetery - Car Park & Internal Upgrades	0	74,000	74,000	74,000	74,000	-100.00% 0.00%
C1609 C1610	Pioneer Cemetery - Implement Conservation Plan Dunsborough Cemetery	13,500	20,000	20,000	20,000 20,000	20,000	-100.00%
01010	Suissorough centerry	20,952	155,010	155,010	204,425	204,425	-86.48%
		20,552	100,010	130,010	201/120	201/120	0011070
	Beach Front Infrastructure Works						
C1758	Beach Access Stairs - Bay View Cresent	0	8,295	8,295	19,910	19.910	-100.00%
C1760	King Street Reserve - Park Upgrade (Coastal Node)	0	29,790	29,790	71,499	71,499	-100.00%
C1761	Geographe Bay Road (Seagrott Road) Beach Access Renewal	0	6,250	6,250	25,000	25,000	-100.00%
			44,335	44,335	116,409	116,409	-100.00%
	Aged Housing - Infrastructure Works						
C3451	Aged Housing Infrastructure (Upgrade)	0	12,000	12,000	12,000	12,000	-100.00%
			12,000	12,000	12,000	12,000	-100.00%
	Sanitation Infrastructure						
C3479	Vidler Road Waste Site Capital Improvements	22,725	161.865	161,865	388,480	388,480	-85.96%
C3479 C3481	Transfer Station Development	22,725 8,874	189,380	189,380	388,480 454,510	388,480 454,510	-85.96% -95.31%
C3485	Site Rehabilitation - Busselton	2,405	416,670	416,670	1,000,000	1,000,000	-99.42%
C3487	Site Rehabilitation - Dunsborough	0	625,000	625,000	1,500,000	1,500,000	-100.00%
		34,005	1,392,915	1,392,915	3,342,990	3,342,990	-97.56%
	Airport Development						
C6087 C6091	Airport Construction Stage 2, Landside Civils & Services Inf Airport Construction Stage 2, Noise Management Plan	8,850 0	0 362,315	0 362,315	0 869,550	0 869,550	0.00% -100.00%

29 January 2020

Attachment B

City of Busselton

Capital Acquisition Report

Property, Plant & Equipment, Infrastructure

For the Period Ended 30 November 2019

	Description	2019/ 20 Actual	2019/20 Amended Budget YTD	2019/20 Original Budget YTD	2019/20 Amended Budget	2019/20 Original Budget	2019/20 Budget YTD Variance
C6092 C6099	Airport Construction Stage 2. Airfield Airport Development - Project Expenses	6,200 95,263	0 494,035	0 494,035	0 1,187,110	0 1,187,110	0.00% -80.72%
	-	110,313	856,350	856,350	2,056,660	2,056,660	-87.12%
	Main Roads						
50035	Strelly Street / Barlee Street Roundabout	141,128	6,775	6,775	16,259	16,259	1983.07%
S0051	Causeway Road / Rosemary Drive Roundabout	1,465	586,115	586,115	1,406,680	1,406,680	-99.75%
S0064	Peel Terrace (Stanley Pl/Cammilleri St Intersection Upgrade)	492	177,465	177,465	425,912	425,912	-99.72%
S0068 S0069	Georgiana Molloy Bus Bay Facilities Peel Terrace (Brown Street Intersection Upgrades)	10,848 205	0 102,435	0 102,435	0 245,849	0 245,849	0.00% -99.80%
50069	Peel & Queen Street Roundabout Service Relocation	0	312,500	312,500	750,000	750,000	-100.00%
S0071	Ludlow-Hithergreen Road Safety Improvements	282,827	48,042	48,042	576,500	576,500	488.71%
S0072 S0317	Kaloorup Road - Reconstruct and Seal Shoulders	1,260	70,000	70,000	420,000	420,000	-98.20% 0.00%
50321	Naturaliste Terrace Asphalt Overlay Yoongarillup Road - Second Coat Seal	45,291 0	21,250	21,250	51,000	51,000	-100.00%
50322	Wonnerup East Road - Prune re-Shoulder an Reseal	1,379	53,755	53,755	129,000	129,000	-97.43%
S0323 S0324	Piggot Road - Second Coat Seal Georgette Street - Reconstruction & Kerbs	0	5,425 27,920	5,425 27,920	13,000 67,000	13,000 67,000	-100.00% -100.00%
S0324 S0325	Hansen Road - Asphalt Overlay & Kerbing	2,895	27,510	27,510	66,000	66,000	-89.48%
S0326	Pries Road - Gravel Resheet	4,949	5,525	5,525	13,250	13,250	-10.43%
50327	Florence Road - Gravel Resheet	0	5,330	5,330	12,783	12,783	-100.00%
		492,739	1,450,047	1,450,047	4,193,233	4,193,233	-66.02%
	Roads to Recovery						
T0019	Wonnerup South Road - Reconstruct and Widening (narrow seal)	1,400	260,225	260,225	624,535	624,535	-99.46%
T0085 T0086	Yoongarillup Road - Reconstruct Intersection at Vasse H/Way Yoongarillup Road - Reconstruct & Widen (Western Section)	4,858 7,928	87,500 615,880	87,500 615,880	210,000 1,478,100	210,000 1,478,100	-94.45% -98.71%
	-	14,186	963,605	963,605	2,312,635	2,312,635	-98.53%
	Black Spot						
V0002 V0003	Eastern Link - Busselton Traffic Study Roundabout to Eastern Link Bridge	145,272 0	0	0	2,500,000 300,000	2,500,000 300,000	0.00%
V0003	Eastern Link Shared Path & Environmental Offsets	770	0	0	200,000	200,000	0.00%
V0005	Eastern Link Ford Road Environmental Approvals	51,863	0	0	150,000	150,000	0.00%
	-	197,904	0	0	3,150,000	3,150,000	0.00%
	Council Roads Initiative						
W0003	Franklin Road - Gravel Resheet	19,087	14,585	14,585	35,000	35,000	30.87%
W0015	Gale Road - Reconstruction (50% Council)	4,110	12,500	12,500	30,000	30,000	-67.12%
W0055 W0067	Lindberg Road Ford Road Reconstruct and Asphalt Overlay	29,983 1,268	7,765 120,835	7,765 120,835	18,641 290,000	18,641 290,000	286.13% -98.95%
W0084	Vasse Yallingup Siding Road	18,190	22,318	8,340	33,991	20,013	-18.50%
W0091	Carbunup South Road - Gravel Resheet	12,604	7,835	7,835	18,800	18,800	60.87%
W0094 W0114	Fairway Drive - Intersection Works Wonnerup South Road - Reconstruct and Widening (narrow seal)	19,762 11,489	112,500 293,940	112,500 293,940	270,000 705,465	270,000 705,465	-82.43% -96.09%
W0126	Gulberti Road - Gravel Resheet	148	25,000	25,000	60,000	60,000	-99.41%
W0176	Signage (Alternate CBD Entry)	0	6,665	6,665	16,000	16,000	-100.00%
W0195 W0216	Yallingup Beach Road Fredrick Street Partial Reconstruction	43,039 1,140	0 16,665	0 16,665	0 40,000	40,000	0.00% -93.16%
W0224	Jones Way Asphalt Overlay	92,430	30,910	30,910	74,182	74,182	199.03%
W0227	William Drive - Asphalt Overlay, Kerb & Drainage	50,390	71,660	71,660	171,992	171,992	-29.68%
W0230 W0231	Short Street - Asphalt Overlay & Kerb Carey Street - Asphalt Overlay & Kerb	18,194 931	27,920 72,920	27,920 72,920	67,000 175,000	67,000 175,000	-34.84% -98.72%
W0232	Stanley Street - Asphalt Overlay, Kerbing & Parking	0	61,255	61,255	147,000	147,000	-100.00%
W0233	Centurion Way - Asphalt Overlay & Kerbing	90,307	54,170	54,170	130,000	130,000	66.71%
W0234 W0235	King Street - Reconstruction, Drainage & Asphalt Overlay Eagle Place - Asphalt Overlay & Kerbing	11,044 22,914	215,835 13,335	215,835 13,335	518,000 32,000	518,000 32,000	-94.88% 71.84%
W0235	Achurch Place - Asphalt Overlay & Kerbing	55,647	37,510	37,510	90,000	90,000	48.35%
W0237	Hovea Cresent - Asphalt Overlay, Kerb & Intersection Works	247,755	90,000	90,000	216,000	216,000	175.28%
W0238 W0239	Sutton Way - Asphalt Overlay & Kerb Silverglen Avenue - Asphalt Overlay, Kerb & Drainage	54,627 24,352	29,580 16,660	29,580 16,660	71,000 40,000	71,000 40,000	84.68% 46.17%
W0240	Metricup Yelverton Road - Gravel Resheet	24,332	23,750	23,750	57,000	57,000	-100.00%
W0241	Hemsley Road - Gravel Resheet	16,804	17,505	17,505	42,000	42,000	-4.00%
W0242 W0243	Doyle Road - Gravel Resheet Alfred Road - Gravel Resheet	26,821 588	9,165 20,835	9,165 20,835	22,000 50,000	22,000 50,000	192.65% -97.18%
W0244	Koorabin Drive - Reconstruction & Intersection	120	60,000	60,000	144,000	144,000	-99.80%
W0245	Wilson Avenue Quindalup	0		0	68,522	0	0.00%
		873,745	1,493,618	1,479,640	3,633,593	3,551,093	-41.50%
	Sub-Total Infrastructure	4,646,410	11,761,583	11,747,605	36,934,273	36,851,773	-60.50%

City of Busselton

Reserves Movement Report

		2019/2020	2019/2020	2019/2020	2019/2020	2019/2020	2018/2019
		Actual YTD	Amended Budget	Original Budget	Amended	Original	Actual
		s	YTD \$	YTD S	Budget \$	Budget \$	\$
		•	•	•	•	•	÷
100	Airport Infrastructure Renewal Reserve						
	Accumulated Reserves at Start of Year	1,821,552.89	1,821,552.89	1,821,552.89	1,821,552.89	1,821,552.89	1,325,501.46
	Interest transfer to Reserves Transfer from Muni	13,410.55 0.00	16,895.00 0.00	16,895.00 0.00	40,548.00 0.00	40,548.00 0.00	41,231.55 536,450.00
	Transfer to Muni	0.00	0.00	0.00	(156,250.00)	(156,250.00)	(81,630.12)
		1,834,963.44	1,838,447.89	1,838,447.89	1,705,850.89	1,705,850.89	1,821,552.89
136	Airport Marketing and Incentive Reserve						
	Accumulated Reserves at Start of Year	3,396,150.77	3,396,150.77	3,396,150.77	3,396,150.77	3,396,150.77	1,583,014.10
	Interest transfer to Reserves Transfer from Muni	26,193.92 161,750.00	31,505.00 161,750.00	31,505.00 161,750.00	75,612.00 526,416.00	75,612.00 526,416.00	77,306.67
	Transfer to Muni	0.00	0.00	0.00	(1,360,230.00)	(1,360,230.00)	1,735,830.00 0.00
		3,584,094.69	3,589,405.77	3,589,405.77	2,637,948.77	2,637,948.77	3,396,150.77
143	Airport Noise Mitigation Reserve						
	Accumulated Reserves at Start of Year	890,709.89	890,709.89	890,709.89	890,709.89	890,709.89	0.00
	Interest transfer to Reserves	6,553.68	8,265.00	8,265.00	19,836.00	19,836.00	21,159.89
	Transfer from Muni Transfer to Muni	0.00	0.00	0.00	0.00	0.00 (869,550.00)	869,550.00
	Transfer to Muni	0.00	0.00	0.00	(869,550.00)	(869,550.00)	0.00
		897,263.57	898,974.89	898,974.89	40,995.89	40,995.89	890,709.89
147	Airport Development Reserve						
	Interest transfer to Reserves	298.65	0.00	0.00	0.00	0.00	0.00
	Transfer from Muni	69,120.00	69,120.00	69,120.00	165,882.00	165,882.00	0.00
	Transfer to Muni	0.00	0.00	0.00	(165,882.00)	(165,882.00)	0.00
		69,418.65	69,120.00	69,120.00	0.00	0.00	0.00
148	Airport Existing Terminal Building Reserve						
	Accumulated Reserves at Start of Year	39,882.21	39,882.21	39,882.21	39,882.21	39,882.21	0.00
	Interest transfer to Reserves	293.44	370.00	370.00	888.00	888.00	882.21
	Transfer from Muni	0.00	0.00	0.00	0.00	0.00	39,000.00
		40,175.65	40,252.21	40,252.21	40,770.21	40,770.21	39,882.21
106	Building Asset Renewal Reserve						
	Accumulated Reserves at Start of Year	1,725,055.66	1,725,055.66	1,725,055.66	1,725,055.66	1,725,055.66	1,193,933.21
	Interest transfer to Reserves	13,654.16	16,000.00	16,000.00	38,400.00	38,400.00	29,072.58
	Transfer from Muni	302,980.00	302,980.00	302,980.00	727,148.00	727,148.00	894,362.38
	Transfer to Muni	0.00	0.00	0.00	(751,536.00)	(751,536.00)	(392,312.51)
		2,041,689.82	2,044,035.66	2,044,035.66	1,739,067.66	1,739,067.66	1,725,055.66
404	Barnard Park Sports Pavilion Building Reserve						
	Accumulated Reserves at Start of Year	10,666.20	10,666.20	10,666.20	10,666.20	10,666.20	0.00
	Interest transfer to Reserves	135.93	100.00	100.00	240.00	240.00	166.20
	Transfer from Muni	12,595.00	12,595.00	12,595.00	30,226.00	30,226.00	10,500.00
		23,397.13	23,361.20	23,361.20	41,132.20	41,132.20	10,666.20

City of Busselton

Reserves Movement Report

		2019/2020 Actual YTD	2019/2020 Amended Budget YTD	2019/2020 Original Budget YTD	2019/2020 Amended Budget	2019/2020 Original Budget	2018/2019 Actual
405	Railway House Building Reserve	\$	\$	\$	\$	\$	\$
	Accumulated Reserves at Start of Year	16,761.18	16,761.18	16,761.18	16,761.18	16,761.18	0.00
	Interest transfer to Reserves Transfer from Muni	163.44 8,180.00	155.00 8,180.00	155.00 8,180.00	372.00 19,635.00	372.00 19,635.00	261.18 16,500.00
	transfer from Wuni						
		25,104.62	25,096.18	25,096.18	36,768.18	36,768.18	16,761.18
406	Youth and Community Activities Building Reserve						
	Accumulated Reserves at Start of Year	45,712.30	45,712.30	45,712.30	45,712.30	45,712.30	0.00
	Interest transfer to Reserves Transfer from Muni	426.49 17,850.00	425.00 17,850.00	425.00 17,850.00	1,020.00 42,840.00	1,020.00 42,840.00	712.30 45,000.00
	Transfer to Muni	0.00	0.00	0.00	(10,000.00)	(10,000.00)	0.00
		63,988.79	63,987.30	63,987.30	79,572.30	79,572.30	45,712.30
407	Busselton Library Building Reserve						
	Account lated Bases at Start of Very	05 074 30	05.074.30	RF 074 30	05.074.20	05.071.70	0.00
	Accumulated Reserves at Start of Year Interest transfer to Reserves	85,071.29 748.43	85,071.29 790.00	85,071.29 790.00	85,071.29 1,896.00	85,071.29 1,896.00	1,440.29
	Transfer from Muni	19,040.00	19,040.00	19,040.00	45,696.00	45,696.00	83,631.00
	Transfer to Muni	104,859.72	104,901.29	104,901.29	(111,000.00)	21,663.29	85,071.29
		104,035.72	104,501.25	104,501.25	21,003.25	21,003.29	03,071.23
131	Busselton Community Resource Centre Reserve						
	Accumulated Reserves at Start of Year	190,875.82	190,875.82	190,875.82	190,875.82	190,875.82	156,653.93
	Interest transfer to Reserves Transfer from Muni	1,541.20 21,599.00	1,770.00 21,599.00	1,770.00 21,599.00	4,248.00 86,394.00	4,248.00 86,394.00	4,352.89 29,869.00
	Transfer to Muni	0.00	0.00	0.00	(5,160.00)	(5,160.00)	0.00
		214,016.02	214,244.82	214,244.82	276,357.82	276,357.82	190,875.82
408	Busselton Jetty Tourist Park Reserve						
	Accumulated Reserves at Start of Year	159,725.80	159,725.80	159,725.80	159,725.80	159,725.80	0.00
	Interest transfer to Reserves Transfer from Muni	1,490.02 107,795.00	1,480.00 107,795.00	1,480.00 107,795.00	3,552.00 258,708.00	3,552.00 258,708.00	3,454.93 218,272.00
	Transfer from Muni Transfer to Muni	0.00	0.00	0.00	(287,610.00)	(287,610.00)	(62,001.13)
		269,010.82	269,000.80	269,000.80	134,375.80	134,375.80	159,725.80
409	Geographe Leisure Centre Building Reserve						
403	deaglaphe cellule cellule building reserve						
	Accumulated Reserves at Start of Year Interest transfer to Reserves	381,186.42	381,186.42 3,535.00	381,186.42 3,535.00	381,186.42	381,186.42	0.00 7,716.49
	Transfer from Muni	3,403.42 108,550.00	108,550.00	108,550.00	8,484.00 260,521.00	8,484.00 260,521.00	476,928.00
	Transfer to Muni	0.00	0.00	0.00	(555,900.00)	(555,900.00)	(103,458.07)
		493,139.84	493,271.42	493,271.42	94,291.42	94,291.42	381,186.42
331	Joint Venture Aged Housing Reserve						
	Accumulated Reserves at Start of Year	1,085,870.41	1,085,870.41	1,085,870.41	1,085,870.41	1,085,870.41	997,854.77
	Interest transfer to Reserves	7,869.86	10,075.00	10,075.00	24,180.00	24,180.00	27,824.81
	Transfer from Muni Transfer to Muni	53,640.00 0.00	53,640.00 0.00	53,640.00 0.00	128,741.00 (152,000.00)	128,741.00 (152,000.00)	182,877.12 (122,686.29)
	Halister to Mulli	1,147,380.27	1,149,585.41	1,149,585.41	1,086,791.41	1,086,791.41	1,085,870.41
403	Winderlup Aged Housing Resident Funded Reserve						
	Accumulated Reserves at Start of Year Interest transfer to Reserves	212,501.16 1.636.35	212,501.16 1.970.00	212,501.16 1.970.00	212,501.16 4,728.00	212,501.16 4,728.00	186,717.69 4,702.72
	Transfer from Muni	0.00	0.00	0.00	0.00	0.00	63,103.70
	Transfer to Muni	0.00	0.00	0.00	(126,000.00)	(126,000.00)	(42,022.95)
		214,137.51	214,471.16	214,471.16	91,229.16	91,229.16	212,501.16

City of Busselton

Reserves Movement Report

		2019/2020 Actual YTD	2019/2020 Amended Budget YTD	2019/2020 Original Budget YTD	2019/2020 Amended Budget	2019/2020 Original Budget	2018/2019 Actual
410	Naturaliste Community Centre Building Reserve	\$	\$	\$	\$	\$	\$
	Accumulated Reserves at Start of Year Interest transfer to Reserves Transfer from Muni Transfer to Muni	63,745.73 616.27 24,880.00 0.00	63,745.73 590.00 24,880.00 0.00	63,745.73 590.00 24,880.00 0.00	63,745.73 1,416.00 59,708.00 (12,000.00)	63,745.73 1,416.00 59,708.00 (12,000.00)	0.00 2,078.93 159,147.00 (97,480.20)
		89,242.00	89,215.73	89,215.73	112,869.73	112,869.73	63,745.73
411	Civic and Administration Building Reserve						
	Accumulated Reserves at Start of Year Interest transfer to Reserves Transfer from Muni Transfer to Muni	187,928.40 1,943.94 117,500.00 0.00	187,928.40 1,745.00 117,500.00 0.00	187,928.40 1,745.00 117,500.00 0.00	187,928.40 4,188.00 282,000.00 (105,920.00)	187,928.40 4,188.00 282,000.00 (105,920.00)	0.00 2,928.40 185,000.00 0.00
		307,372.34	307,173.40	307,173.40	368,196.40	368,196.40	187,928.40
412	Vasse Sports Pavilion Building Reserve						
	Interest transfer to Reserves Transfer from Muni	0.98 225.00	0.00 225.00	0.00 225.00	0.00 536.00	0.00 536.00	0.00 0.00
		225.98	225.00	225.00	536.00	536.00	0.00
110	Jetty Maintenance Reserve						
	Accumulated Reserves at Start of Year Interest transfer to Reserves Transfer from Muni Transfer to Muni	4,806,278.94 37,036.58 80,550.00 0.00	4,806,278.94 44,585.00 80,550.00 (425,000.00)	4,806,278.94 44,585.00 80,550.00 (425,000.00)	4,806,278.94 107,004.00 1,286,516.00 (2,982,095.00)	4,806,278.94 107,004.00 1,286,516.00 (2,982,095.00)	4,193,450.51 108,240.24 1,249,044.00 (744,455.81)
		4,923,865.52	4,506,413.94	4,506,413.94	3,217,703.94	3,217,703.94	4,806,278.94
150	Jetty Self Insurance Reserve						
	Accumulated Reserves at Start of Year Interest transfer to Reserves Transfer from Muni	365,698.37 2,902.85 25,000.00 393,601.22	365,698.37 3,390.00 25,000.00 394,088.37	365,698.37 3,390.00 25,000.00 394,088.37	365,698.37 8,136.00 60,000.00 433,834.37	365,698.37 8,136.00 60,000.00 433,834.37	0.00 5,698.37 360,000.00 365,698.37
222	Asset Depreciation Reserve						
	Accumulated Reserves at Start of Year Interest transfer to Reserves Transfer to Muni	0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00	563,412.18 14,029.57 (577,441.75)
223	Road Asset Renewal Reserve						
	Accumulated Reserves at Start of Year Interest transfer to Reserves Transfer from Muni Transfer to Muni	1,119,116.75 13,072.87 1,440,885.00 0.00 2,573,074.62	1,119,116.75 10,380.00 1,440,885.00 0.00	1,119,116.75 10,380.00 1,440,885.00 0.00	1,119,116.75 24,912.00 3,458,128.00 (4,218,474.00)	1,119,116.75 24,912.00 3,458,128.00 (4,161,474.00) 440,682.75	1,299,765.50 49,255.16 2,550,956.00 (2,780,859.91) 1,119,116.75
224	Footpath/ Cycle Ways Reserve						
	Accumulated Reserves at Start of Year interest transfer to Reserves Transfer from Muni Transfer to Muni	3,670.90 1,425.94 493,585.00 0.00	3,670.90 35.00 493,585.00 0.00	3,670.90 35.00 493,585.00 0.00	3,670.90 84.00 1,184,602.00 (1,147,590.00)	3,670.90 84.00 1,184,602.00 (1,147,590.00)	0.00 3,670.90 231,906.00 (231,906.00)
		498,681.84	497,290.90	497,290.90	40,766.90	40,766.90	3,670.90

City of Busselton

Reserves Movement Report

		2019/2020 Actual YTD	2019/2020 Amended Budget YTD	2019/2020 Original Budget YTD	2019/2020 Amended Budget	2019/2020 Original Budget	2018/2019 Actual
226	Other Infrastructure (Drainage, Signage, Etc.) Res	\$ erve	\$	\$	\$	\$	\$
	Interest transfer to Reserves Transfer from Muni Transfer to Muni	624.75 144,585.00 0.00	0.00 144,585.00 0.00	0.00 144,585.00 0.00	0.00 347,000.00 (316,950.00)	0.00 347,000.00 (316,950.00)	0.00 0.00 0.00
		145,209.75	144,585.00	144,585.00	30,050.00	30,050.00	0.00
225	Parks, Gardens and Reserves Reserve						
	Interest transfer to Reserves Transfer from Muni Transfer to Muni	2,185.69 505,835.00 0.00	0.00 505,835.00 0.00	0.00 505,835.00 0.00	0.00 1,214,001.00 (1,134,000.00)	0.00 1,214,001.00 (1,134,000.00)	0.00 0.00 0.00
		508,020.69	505,835.00	505,835.00	80,001.00	80,001.00	0.00
151	Furniture and Equipment Reserve						
	Transfer from Muni Transfer to Muni	0.00 0.00	0.00 0.00	0.00 0.00	364,900.00 (364,900.00)	364,900.00 (364,900.00)	0.00 0.00
		0.00	0.00	0.00	0.00	0.00	0.00
115	Plant Replacement Reserve						
	Accumulated Reserves at Start of Year Interest transfer to Reserves Transfer from Muni Transfer to Muni	1,205,526.70 6,485.09 375,305.00 0.00	1,205,526.70 11,185.00 375,305.00 0.00	1,205,526.70 11,185.00 375,305.00 0.00	1,205,526.70 26,844.00 900,737.00 (1,418,950.00)	1,205,526.70 26,844.00 900,737.00 (1,418,950.00)	2,185,395.64 61,462.25 1,115,712.71 (2,157,043.90)
		1,587,316.79	1,592,016.70	1,592,016.70	714,157.70	714,157.70	1,205,526.70
137	Major Traffic Improvements Reserve						
	Accumulated Reserves at Start of Year Interest transfer to Reserves Transfer from Muni Transfer to Muni	1,495,577.97 12,714.19 470,295.00 0.00	1,495,577.97 13,875.00 470,295.00 0.00	1,495,577.97 13,875.00 470,295.00 0.00	1,495,577.97 33,300.00 1,128,705.00 (2,400,000.00)	1,495,577.97 33,300.00 1,128,705.00 (2,400,000.00)	432,138.26 30,752.10 1,211,110.00 (178,422.39)
		1,978,587.16	1,979,747.97	1,979,747.97	257,582.97	257,582.97	1,495,577.97
132	CBD Enhancement Reserve						
	Accumulated Reserves at Start of Year Interest transfer to Reserves Transfer from Muni Transfer to Muni	171,316.34 2,279.26 224,245.00 0.00	171,316.34 1,590.00 224,245.00 0.00	171,316.34 1,590.00 224,245.00 0.00	171,316.34 3,816.00 560,188.00 (643,000.00)	171,316.34 3,816.00 560,188.00 (643,000.00)	122,490.23 3,706.11 45,120.00 0.00
		397,840.60	397,151.34	397,151.34	92,320.34	92,320.34	171,316.34
127	New Infrastructure Development Reserve						
	Accumulated Reserves at Start of Year Interest transfer to Reserves Transfer from Muni	1,803,171.42 12,279.98 82,392.60	1,803,171.42 16,725.00 80,260.00	1,803,171.42 16,725.00 80,260.00	1,803,171.42 40,140.00 192,627.00	1,803,171.42 40,140.00 192,627.00	1,834,714.76 51,101.03 410,941.00
	Transfer to Muni	1,897,844.00	1,900,156.42	1,900,156.42	775,996.42	775,996.42	1,803,171.42
141	Commonage Precinct Infrastructure Road Reserve	,					
	Accumulated Reserves at Start of Year Interest transfer to Reserves	231,223.87 1,701.30	231,223.87 2,145.00	231,223.87 2.145.00	231,223.87 5,148.00	231,223.87 5,148.00	225,574.67 5,649.20
		232,925.17	233,368.87	233,368.87	236,371.87	236,371.87	231,223.87

Financial Activity Statement YTD November 2019

City of Busselton

Reserves Movement Report

		2019/2020 Actual YTD	2019/2020 Amended Budget YTD	2019/2020 Original Budget YTD	2019/2020 Amended Budget	2019/2020 Original Budget	2018/2019 Actual
		\$	\$	\$	\$	\$	\$
114	City Car Parking and Access Reserve						
	Accumulated Reserves at Start of Year	1,281,336.70	1,281,336.70	1,281,336.70	1,281,336.70	1,281,336.70	875,925.14
	Interest transfer to Reserves Transfer from Muni	9,930.53 210,495.00	11,885.00 210,495.00	11,885.00 210,495.00	28,524.00 505,188.00	28,524.00 505,188.00	30,250.23 538,024.00
	Transfer to Muni	0.00	0.00	0.00	(427,549.00)	(427,549.00)	(162,862.67)
		1,501,762.23	1,503,716.70	1,503,716.70	1,387,499.70	1,387,499.70	1,281,336.70
107	Corporate IT Systems Reserve						
207							
	Accumulated Reserves at Start of Year Interest transfer to Reserves	80,398.99 591.55	80,398.99 745.00	80,398.99 745.00	80,398.99 1,788.00	80,398.99 1,788.00	78,625.03 1,773.96
		80,990.54	81,143.99	81,143.99	82,186.99	82,186.99	80,398.99
133	Election, Valuation and Corporate Expenses Re	eserve					
	Accumulated Reserves at Start of Year	499,905,97	499,905.97	499,905.97	499,905.97	499,905.97	149,557.64
	Interest transfer to Reserves	4,018.71	4,635.00	4,635.00	11,124.00	11,124.00	8,399.33
	Transfer from Muni	62,500.00	62,500.00	62,500.00	150,000.00	150,000.00	350,949.00
	Transfer to Muni	0.00	0.00	0.00	(150,000.00)	(150,000.00)	(9,000.00)
		566,424.68	567,040.97	567,040.97	511,029.97	511,029.97	499,905.97
111	Legal Expenses Reserve						
	Accumulated Reserves at Start of Year	577,255.71	577,255.71	577,255.71	577,255.71	577,255.71	557,904.00
	Interest transfer to Reserves	4,050.35	5,355.00	5,355.00	12,852.00	12,852.00	15,035.07
	Transfer from Muni Transfer to Muni	0.00	0.00	0.00	0.00	0.00	61,364.00 (57,047.36)
		581,306.06	582,610.71	582,610.71	590,107.71	590,107.71	577,255.71
135	Performing Arts and Convention Centre Reser	ve.					
200							
	Transfer from Muni	0.00	0.00	0.00	2,705,530.00	2,705,530.00	0.00
		0.00	0.00	0.00	2,705,530.00	2,705,530.00	0.00
202	Long Service Leave Reserve						
	Accumulated Reserves at Start of Year	3,096,583.00	3,096,583.00	3,096,583.00	3,096,583.00	3,096,583.00	3,111,698.09
	Interest transfer to Reserves Transfer from Muni	22,066.55 104,165.00	28,725.00 104,165.00	28,725.00 104,165.00	68,940.00 250,000.00	68,940.00 250,000.00	93,949.05 384,190.02
	Transfer to Muni	0.00	0.00	0.00	(653,950.00)	(653,950.00)	(493,254.16)
		3,222,814.55	3,229,473.00	3,229,473.00	2,761,573.00	2,761,573.00	3,096,583.00
203	Professional Development Reserve						
	Accumulated Reserves at Start of Year	122,771.88	122,771.88	122,771.88	122,771.88	122,771.88	113,024.66
	Interest transfer to Reserves	828.50	1,140.00	1,140.00	2,736.00	2,736.00	3,777.31
	Transfer from Muni Transfer to Muni	29,165.00 0.00	29,165.00 0.00	29,165.00 0.00	70,000.00 (71,930.00)	70,000.00 (71,930.00)	70,000.00 (64,030.09)
		152,765.38	153,076.88	153,076.88	123,577.88	123,577.88	122,771.88
204	Sick Pay Incentive Reserve						
204							
	Accumulated Reserves at Start of Year Interest transfer to Reserves	150,403.55	150,403.55	150,403.55	150,403.55	150,403.55	175,935.04
	Interest transfer to Reserves Transfer from Muni	1,036.98 5,833.00	1,395.00 5,833.00	1,395.00 5,833.00	3,348.00 70,000.00	3,348.00 70,000.00	5,088.12
	Transfer to Muni	0.00	0.00	0.00	(71,930.00)	(71,930.00)	(30,619.61)
		157,273.53	157,631.55	157,631.55	151,821.55	151,821.55	150,403.55
		,					

Financial Activity Statement YTD November 2019

City of Busselton

Reserves Movement Report

		2019/2020 Actual YTD	2019/2020 Amended Budget YTD	2019/2020 Original Budget YTD	2019/2020 Amended Budget	2019/2020 Original Budget	2018/2019 Actual
		\$	\$	\$	\$	\$	\$
124	Workers Compensation and Extended Sick Leav	re Coningency Res					
	Accumulated Reserves at Start of Year	305,100.95	305,100.95	305,100.95	305,100.95	305,100.95	356,227.48
	Interest transfer to Reserves	2,037.67	2,830.00	2,830.00	6,792.00	6,792.00	8,873.47
	Transfer to Muni	0.00	0.00	0.00	(28,460.00)	(28,460.00)	(60,000.00)
		307,138.62	307,930.95	307,930.95	283,432.95	283,432.95	305,100.95
302	Community Facilities - City District						
	Accumulated Reserves at Start of Year	2,552,707.62	2,552,707.62	2,552,707.62	2,552,707.62	2,552,707.62	2,303,095.83
	Interest transfer to Reserves	18,962.95	23,680.00	23,680.00	56,832.00	56,832.00	60,897.30
	Transfer from Muni	51,459.72	136,460.00	136,460.00	361,740.00	361,740.00	306,049.14
	Transfer to Muni	0.00	0.00	0.00	(2,203,795.00)	(2,203,795.00)	(117,334.65)
		2,623,130.29	2,712,847.62	2,712,847.62	767,484.62	767,484.62	2,552,707.62
304	Community Facilities - Broadwater						
	Accumulated Reserves at Start of Year	158,523.04	158,523.04	158,523.04	158,523.04	158,523.04	138,048.48
	Interest transfer to Reserves	1,172.92	1,470.00	1,470.00	3,528.00	3,528.00	3,656.26
	Transfer from Muni	4,236.84	5,210.00	5,210.00	12,500.00	12,500.00	16,818.30
		163,932.80	165,203.04	165,203.04	174,551.04	174,551.04	158,523.04
303	Community Facilities - Busselton						
	Accumulated Reserves at Start of Year	44,011.77	44,011.77	44.011.77	44,011.77	44,011.77	34,546.40
	Interest transfer to Reserves	335.69	410.00	410.00	984.00	984.00	971.37
	Transfer from Muni	2,573.81	8,335.00	8,335.00	20,000.00	20,000.00	8,494.00
	Transfer to Muni	0.00	0.00	0.00	(44,000.00)	(44,000.00)	0.00
		46,921.27	52,756.77	52,756.77	20,995.77	20,995.77	44,011.77
305	Community Facilities - Dunsborough						
	Accumulated Reserves at Start of Year	188,062.67	188,062.67	188,062.67	188,062.67	188,062.67	166,327.12
	Interest transfer to Reserves	1,478.25	1,745.00	1,745.00	4,188.00	4,188.00	4,549.89
	Transfer from Muni	19,022.60	10,415.00	10,415.00	25,000.00	25,000.00	17,185.66
		208,563.52	200,222.67	200,222.67	217,250.67	217,250.67	188,062.67
311	Community Facilities - Dunsborough Lakes Esta	te					
	Accumulated Reserves at Start of Year	922.772.84	922,772,84	922.772.84	922,772.84	922,772.84	525,105,39
	Interest transfer to Reserves	6,789.60	8,560.00	8,560.00	20,544.00	20,544.00	19,631.45
	Transfer from Muni	0.00	115,830.00	115,830.00	277,990.00	277,990.00	378,036.00
		929,562.44	1,047,162.84	1,047,162.84	1,221,306.84	1,221,306.84	922,772.84
306	Community Facilities - Geographe						
	Accumulated Reserves at Start of Year	99,175.93	99,175.93	99,175.93	99,175.93	99,175.93	95,061.38
	Interest transfer to Reserves	735.23	920.00	920.00	2,208.00	2,208.00	2,410.78
	Transfer from Muni	688.03	3,125.00	3,125.00	7,500.00	7,500.00	1,703.77
		100,599.19	103,220.93	103,220.93	108,883.93	108,883.93	99,175.93

Financial Activity Statement YTD November 2019

City of Busselton

39

Reserves Movement Report

		2019/2020 Actual YTD	2019/2020 Amended Budget YTD	2019/2020 Original Budget YTD	2019/2020 Amended Budget	2019/2020 Original Budget	2018/2019 Actual
310	Community Facilities - Port Geographe	\$	\$	\$	\$	\$	\$
	Accumulated Reserves at Start of Year	343,509.27	343,509.27	343,509.27	343,509.27	343,509.27	335,116.76
	Interest transfer to Reserves	2,527.47	3,185.00	3,185.00	7,644.00	7,644.00	8,392.51
		346,036.74	346,694.27	346,694.27	351,153.27	351,153.27	343,509.27
309	Community Facilities - Vasse						
	Accumulated Reserves at Start of Year	615,585.54	615,585.54	615,585.54	615,585.54	615,585.54	589,760.45
	Interest transfer to Reserves Transfer from Muni	4,529.38 0.00	5,710.00 0.00	5,710.00 0.00	13,704.00 0.00	13,704.00	14,848.67 10,976.42
	Transfer to Muni	0.00	0.00	0.00	(450,000.00)	(450,000.00)	0.00
		620,114.92	621,295.54	621,295.54	179,289.54	179,289.54	615,585.54
308	Community Facilities - Airport North						
	Accumulated Reserves at Start of Year	2,970,179.38	2,970,179.38	2,970,179.38	2,970,179.38	2,970,179.38	2,826,296.71
	Interest transfer to Reserves Transfer from Muni	21,855.23 0.00	27,550.00 106,250.00	27,550.00 106,250.00	66,120.00 255,000.00	66,120.00 255,000.00	71,258.67 72,624.00
		2,992,034.61	3,103,979.38	3,103,979.38	3,291,299.38	3,291,299.38	2,970,179.38
130	Locke Estate Reserve						
130							
	Accumulated Reserves at Start of Year Interest transfer to Reserves	1,012.99 (79.82)	1,012.99 10.00	1,012.99 10.00	1,012.99 24.00	1,012.99 24.00	0.00 1,012.99
	Transfer from Muni	26,665.00	26,665.00	26,665.00	64,000.00	64,000.00	64,000.00
	Transfer to Muni	0.00	0.00	0.00	(64,000.00)	(64,000.00)	(64,000.00)
		27,598.17	27,687.99	27,687.99	1,036.99	1,036.99	1,012.99
122	Port Geographe Development Reserve						
	Accumulated Reserves at Start of Year	682,470.41	682,470.41	682,470.41	682,470.41	682,470.41	1,455,440.82
	Interest transfer to Reserves Transfer from Muni	4,654.31 21,655.00	6,330.00 21,655.00	6,330.00 21,655.00	15,192.00 51,975.00	15,192.00 51,975.00	30,840.83 50,000.00
	Transfer to Muni	0.00	0.00	0.00	(599,307.00)	(599,307.00)	(853,811.24)
		708,779.72	710,455.41	710,455.41	150,330.41	150,330.41	682,470.41
123	Port Geographe Waterways Managment Reser	ve (SAR)					
	Accumulated Reserves at Start of Year	3,349,716.94	3,349,716.94	3,349,716.94	3,349,716.94	3,349,716.94	3,387,485.07
	Interest transfer to Reserves Transfer from Muni	24,076.22 89,560.00	31,075.00 89,560.00	31,075.00 89,560.00	74,580.00 214,942.00	74,580.00 214,942.00	87,609.18 193,747.69
	Transfer to Muni	0.00	0.00	0.00	(346,800.00)	(346,800.00)	(319,125.00)
		3,463,353.16	3,470,351.94	3,470,351.94	3,292,438.94	3,292,438.94	3,349,716.94
126	Provence Landscape Maintenance Reserve (SA	R)					
	Accumulated Reserves at Start of Year	1,194,759.54	1,194,759.54	1,194,759.54	1,194,759.54	1,194,759.54	1,101,707.78
	Interest transfer to Reserves Transfer from Muni	8,798.18 73.485.00	11,085.00 73.485.00	11,085.00 73.485.00	26,604.00 176,363.00	26,604.00 176.363.00	30,061.96 168.461.65
	Transfer from Muni	0.00	0.00	0.00	(203,380.00)	(203,380.00)	(105,471.85)
		1,277,042.72	1,279,329.54	1,279,329.54	1,194,346.54	1,194,346.54	1,194,759.54
128	Vasse Newtown Landscape Maintenance Reser	rve (SAR)					
	Accumulated Reserves at Start of Year	575,151.53	575,151.53	575.151.53	575,151.53	575,151.53	535,722.24
	Interest transfer to Reserves	4,099.97	5,335.00	5,335.00	12,804.00	12,804.00	15,770.06
	Transfer from Muni Transfer to Muni	75,335.00 0.00	75,335.00 0.00	75,335.00 0.00	180,801.00 (199,220.00)	180,801.00 (199,220.00)	172,922.26 (149,263.03)
		654,586.50	655,821,53	655.821.53	569,536.53	569,536.53	575,151.53
		654,586.50	055,821.53	055,821.53	569,536.53	509,536.53	575,151.53

City of Busselton

Reserves Movement Report

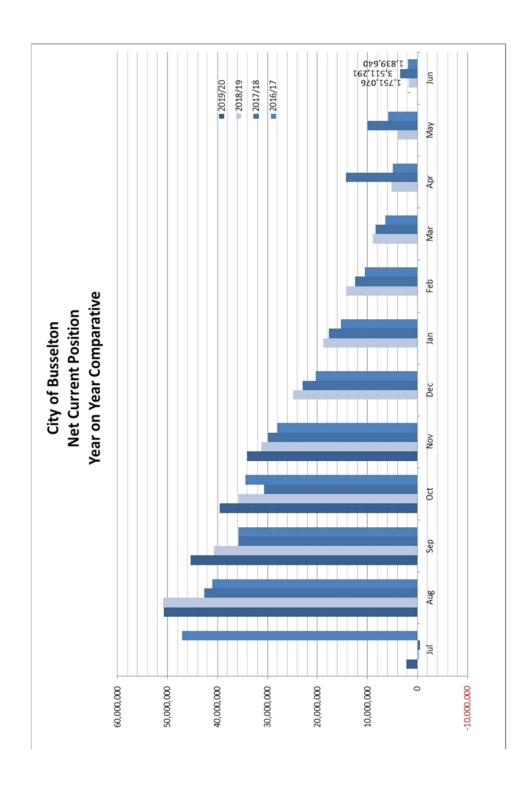
		2019/2020 Actual YTD	2019/2020 Amended Budget YTD	2019/2020 Original Budget YTD	2019/2020 Amended Budget	2019/2020 Original Budget	2018/2019 Actual
		\$	\$	\$	\$	\$	\$
138	Commonage Precinct Bushfire Facilities Reserve						
138	Commonage Precinct Bushfire Facilities Reserve						
	Accumulated Reserves at Start of Year Interest transfer to Reserves	57,260.53 421.31	57,260.53 530.00	57,260.53 530.00	57,260.53 1,272.00	57,260.53 1,272.00	55,861.58 1,398.95
		57,681.84	57,790.53	57,790.53	58,532.53	58,532.53	57,260.53
					,	,	,
139	Commonage Community Facilities Dunsborough L	akes South Res					
	Accumulated Reserves at Start of Year	72,622.42	72,622.42	72,622.42	72,622.42	72,622.42	70,848.15
	Interest transfer to Reserves	534.34	675.00	675.00	1,620.00	1,620.00	1,774.27
		73,156.76	73,297.42	73,297.42	74,242.42	74,242.42	72,622.42
140	Commonage Community Facilities South Biddle P	recinct Reserve					
	Accumulated Reserves at Start of Year	886,172.58	886,172.58	886,172.58	886,172.58	886,172.58	1,030,368.46
	Interest transfer to Reserves Transfer to Muni	5,933.24 0.00	8,220.00 0.00	8,220.00 0.00	19,728.00 0.00	19,728.00 0.00	25,804.12 (170,000.00)
		892,105.82	894,392.58	894,392.58	905,900.58	905,900.58	886,172.58
321	Busselton Area Drainage and Waterways Improve	ment Reserve					
	Accumulated Reserves at Start of Year	546,471.37	546,471.37	546,471.37	546,471.37	546,471.37	548,820.67
	Interest transfer to Reserves Transfer to Muni	3,966.27 0.00	5,070.00 0.00	5,070.00 0.00	12,168.00 (184,399.00)	12,168.00 (184,399.00)	13,451.35 (15,800.65)
		550,437.64	551,541.37	551,541.37	374,240.37	374,240.37	546,471.37
102	Coastal and Climate Adaptation Reserve						
	Accumulated Reserves at Start of Year Interest transfer to Reserves	2,845,578.60 21.370.45	2,845,578.60 26.395,00	2,845,578.60 26.395.00	2,845,578.60 63.348.00	2,845,578.60 63.348.00	2,472,424.34 69,960.53
	Transfer from Muni	197,520.00	197,520.00	197,520.00	538,044.00	538,044.00	527,732.00
	Transfer to Muni	0.00	0.00	0.00	(1,316,137.00)	(1,259,792.00)	(224,538.27)
		3,064,469.05	3,069,493.60	3,069,493.60	2,130,833.60	2,187,178.60	2,845,578.60
144	Emergency Disaster Recovery Reserve						
	Accumulated Reserves at Start of Year	72,781.94	72,781.94	72,781.94	72,781.94	72,781.94	50,000.00
	Interest transfer to Reserves Transfer from Muni	577.31 8,335.00	675.00 8,335.00	675.00 8,335.00	1,620.00 20,000.00	1,620.00 20,000.00	1,781.54 21,000.40
		81,694.25	81,791.94	81,791.94	94,401.94	94,401.94	72,781.94
145	Energy Sustainability Reserve						
	Accumulated Reserves at Start of Year Interest transfer to Reserves	181,852.87 1,468.88	181,852.87 1,685.00	181,852.87 1,685.00	181,852.87 4,044.00	181,852.87 4,044.00	100,000.00 4,474.87
	Transfer from Muni	41,665.00	41,665.00	41,665.00	130,000.00	130,000.00	100,000.00
	Transfer to Muni	0.00	0.00	0.00	(177,378.00)	(177,378.00)	(22,622.00)
		224,986.75	225,202.87	225,202.87	138,518.87	138,518.87	181,852.87
146	Cemetery Reserve						
	Accumulated Reserves at Start of Year	157,626.57	157,626.57	157,626.57	157,626.57	157,626.57	100,000.00
	Interest transfer to Reserves	1,353.78	1,460.00	1,460.00	3,504.00	3,504.00	4,098.21
	Transfer from Muni Transfer to Muni	57,915.00 0.00	57,915.00 0.00	57,915.00 0.00	139,000.00 (254,000.00)	139,000.00 (254,000.00)	77,321.95 (23,793.59)
		216,895.35	217,001.57	217,001.57	46,130.57	46,130.57	157,626.57
		0,000.00			. 3/200107	. 3,200.07	_5.,020.51

City of Busselton

41

Reserves Movement Report

		2019/2020 Actual YTD	2019/2020 Amended Budget YTD	2019/2020 Original Budget YTD	2019/2020 Amended Budget	2019/2020 Original Budget	2018/2019 Actual
341	Public Art Reserve	\$	\$	\$	\$	\$	\$
	Accumulated Reserves at Start of Year Interest transfer to Reserves Transfer to Muni	86,198.07 119.05 0.00 86,317.12	86,198.07 800.00 0.00 86,998.07	86,198.07 800.00 0.00 86,998.07	86,198.07 1,920.00 (41,060.00) 47,058.07	86,198.07 1,920.00 (41,060.00) 47,058.07	229,685.21 5,697.86 (149,185.00) 86,198.07
121	Waste Management Facility and Plant Reserve						
	Accumulated Reserves at Start of Year Interest transfer to Reserves Transfer from Muni Transfer to Muni	7,867,210.16 49,138.88 438,330.00 0.00	7,867,210.16 72,980.00 438,330.00 0.00 8,378,520.16	7,867,210.16 72,980.00 438,330.00 0.00	7,867,210.16 175,152.00 1,051,994.00 (5,616,140.00)	7,867,210.16 175,152.00 1,051,994.00 (5,616,140.00)	7,881,068.17 200,860.10 1,312,610.77 (1,527,328.88) 7,867,210.16
120	Strategic Projects Reserve						
	Accumulated Reserves at Start of Year Interest transfer to Reserves Transfer from Muni Transfer to Muni	257,162.94 1,944.40 10,415.00 0.00 269,522.34	257,162.94 13,830.00 10,415.00 0.00 281,407.94	257,162.94 13,830.00 10,415.00 0.00 281,407.94	257,162.94 33,192.00 31,000.00 (78,925.00)	257,162.94 33,192.00 31,000.00 (78,925.00) 242,429.94	226,213.20 5,949.74 25,000.00 0.00 257,162.94
129	Untied Grants Reserve						
	Accumulated Reserves at Start of Year Transfer from Muni Transfer to Muni	1,232,906.00 0.00 (1,232,906.00)	1,232,906.00 0.00 (1,232,906.00)	1,232,906.00 0.00 (1,232,906.00)	1,232,906.00 0.00 (1,232,906.00)	1,232,906.00 0.00 (1,232,906.00)	0.00 1,232,906.00 0.00 1,232,906.00
	Total Cash Back Reserves	61,161,125.82	61,152,898.66	61,152,898.66	42,498,054.66	42,611,399.66	55,590,217.66
	Summary Reserves Accumulated Reserves at Start of Year Interest transfer to Reserves Transfer from Muni Transfer to Muni	55,590,217.66 404,413.56 6,399,400.60 (1,232,906.00)	55,590,217.66 515,675.00 6,704,912.00 (1,657,906.00)	55,590,217.66 515,675.00 6,704,912.00 (1,657,906.00)	55,590,217.66 1,237,620.00 20,640,422.00 (34,970,205.00)	55,590,217.66 1,237,620.00 20,640,422.00 (34,856,860.00)	47,978,518.20 1,413,166.97 18,882,926.94 (12,684,394.45)
	Closing Balance	61,161,125.82	61,152,898.66	61,152,898.66	42,498,054.66	42,611,399.66	55,590,217.66



15. COMMUNITY AND COMMERCIAL SERVICES REPORT

15.1 SPORT & RECREATION FACILITIES STRATEGY

STRATEGIC GOAL 1. COMMUNITY: Welcoming, friendly, healthy

STRATEGIC OBJECTIVE 1.3 A community with access to a range of cultural and art, social and

recreational facilities and experiences.

SUBJECT INDEX Sport and Recreation Strategy

BUSINESS UNIT Community and Commercial Services

REPORTING OFFICER Senior Sport and Recreation Project Officer - Brendan McNally **AUTHORISING OFFICER** Director, Community and Commercial Services - Naomi Searle

NATURE OF DECISION Advocacy: to advocate on its own behalf or on behalf of its

community to another level of government/body/agency

VOTING REQUIREMENT Simple Majority

ATTACHMENTS Attachment A Draft Sport and Recreation Strategy 2020-2030

Attachment B Forecast Statement 2020-2030 U

COUNCIL DECISION AND OFFICER RECOMMENDATION

C2001/010 Moved Councillor K Cox, seconded Councillor S Riccelli

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.

CARRIED 9/0

EN BLOC

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 SFRS 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 SFRS 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 SFRS 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 multipurpose/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

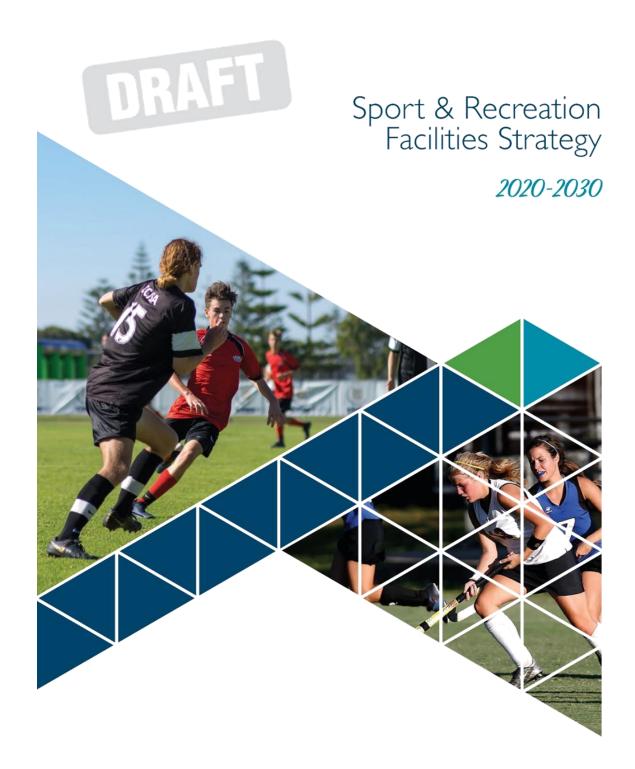
As an alternative to the proposed recommendation, the Council could choose not to accept the draft SRFS or to require changes prior to advertising for public comment.

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.

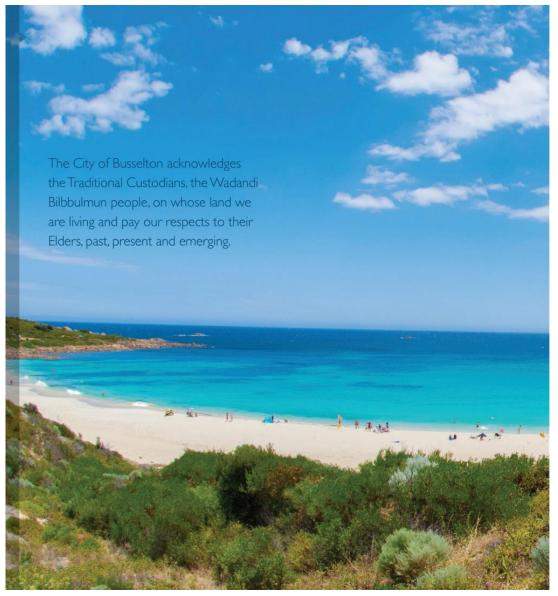
TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

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









Contents

	Overview	
	Mayor's Message	2
	Executive Summary	4
	Introduction	6
	The Benefits of Sport and Recreation	8
	About the Project	10
	Trends and Analysis	
	Document Review and Trends	12
	Sport and Recreation Trends	14
	Demographic Analysis	18
	Participation Trends	20
	Targeted Engagement.	24
	Key Area I	
_	KAI - Sport and Recreation Facility Provision and Planning	28
	KAI – Action Plan	31
	Key Area 2	
•	KA2 - Sustainable Sport, Clubs and Associations	33
	KA2 – Action Plan.	
_		
	Key Area 3	
	KA2 - Sports Facilities and Indoor Sport Facilities	
	KA2 – Action Plan	44
	Finance and Communication	
	Measurables and Communication	64
	Financial Implications	65
	Attachments.	65
	Acronyms	68



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.

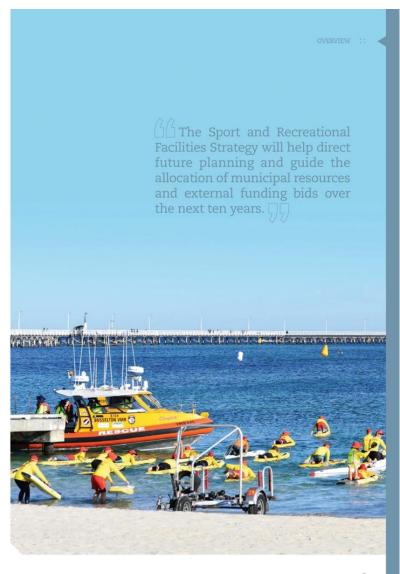
This strategy, which has been developed over 12 months, is the outcome of one of the City's most comprehensive and engaging community consultation initiatives.

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

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.



:: OVERVIEW

OVERVIEW ::

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 Busselton 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 Busselton'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
- · 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

A comprehensive needs analysis and tarreted 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

The SRFS is one of the key focus areas 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 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



- 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),
- : 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 poli 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

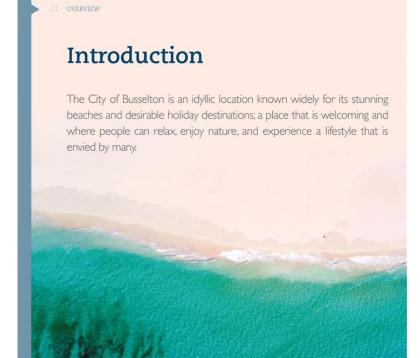
- · District squash facility
- Partner with the Busselton Golf and Busselton Squash Clubs to maximize opportunities at the Busselton Golf
- Activate foreshores

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.

52



Situated 221kms from Perth, Western of 1,454 square kilometres, the City of have estimated the current population Busselton is a thriving community with a at 38,9262. Such levels of growth now strong identity. The Traditional Custodians present a number of challenges, including are the Wadandi Bibulmun people.

The City of Busselton'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

Australia's capital city, and covering an area State over the same period. The ABS equitable provision of sport and recreation a number of key sport and recreation facilities and infrastructure to meet the community's growing needs.

> In February 2007 the then Shire of Busselton endorsed a Leisure Services Plan

almost double the rate of increase for the review was undertaken. Since this time the Council has endorsed the City of Busselton Active Open Space Planning Recommendations and Hierarchy of Active Open Spaces (2013), and undertaken projects including

Dunsborough Playing Fields

Construction of new fields, amenities and lighting

Acquisition of land

for sport and recreation in the Busselton • Busselton Tennis Club and Dunsborough sub-districts

- Installation of geothermal heating
- Barnard Park Upgrade to district sporting fields
- Vasse Sporting Precinct Construction of sporting fields

Fitness expansion, equipment replacement, dedicated group fitness rooms, upgraded changerooms and crèche

Churchill Park

Masterpian development and implementation

Busselton Croquet Club

- Upgrade to courts and new dubhouse
- GLC and NCC Masterplan
- 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

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 Busselton Council resolved to undertake a comprehensive review of future sport

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.

OVERVIEW

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 dub and recreation centre facilities, however does not include parks and



CVERVIEW CVERVIEW :: OVERVIEW ::

53

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 Sparing Infrastructure (2018) report undertaken by KPMG for the Australian Sport Commission. The report summarised the value of national community sport, and recreation infrastructure at \$16.28 annually This was made up of an estimated \$6.38 economic benefit, \$4.99 health benefit, and \$5.18 social benefit? 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 Busselton 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 Geographe 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 Busselton 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'. Hallmark events such as Ironman WA, Busselton letty Swim, Busselton Festival of Triathlon (Ironman 70.3) and major events such as X Adventure, Cape to Cape MTB and Busselton 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.



The Department of Health and VVA. 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

- One third (33%) of adults reported height and weight measurements that dassified 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.⁴

Participation in physical activity particularly among children, supports a number of iffe-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.⁵ These health benefits add to the value of community sport infrastructure and programs within the City of Busselton.

Australia's Physical Activity & Sedentary Behaviour Guidelines

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;
- 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.

The Value of Community Sport Inflorancium, KPMC Australian Sports Conversion, 2018

South West Health Profile WIA Country Health Service November 2018

Freienise Health, Sport and Physical Activity, Dr. Rolph Richards, Senior Research Consultant, Cleaninghouse for Sport, Sport Australia

Australia's Physics Activity and Sederary Sehaviour Guidelines and the Australia's Physics Activity and Sederary Sehaviour Guidelines and the Australia's Physics Activity and Sederary Sehaviour Guidelines and the Australia's Physics Activity and Sederary Sehaviour Guidelines and the Australia's Physics Activity and Sederary Sehaviour Guidelines and the Australia's Physics Activity and Sederary Sehaviour Guidelines and the Australia's Physics Activity and Sederary Sehaviour Guidelines and the Australia's Physics Activity and Sederary Sehaviour Guidelines and the Australia's Physics Activity and Sederary Sehaviour Guidelines and the Australia's Physics Activity and Sederary Sehaviour Guidelines and the Australia Physics Activity and Sederary Sehaviour Guidelines and the Australia Physics Activity and Sederary Sehaviour Guidelines and the Australia Physics Activity and Sederary Sehaviour Guidelines and the Australia Physics Activity and Sederary Sehaviour Guidelines and Activity Activity Activity and Sederary Sehaviour Guidelines and Activity Activi

:: OVERVIEW OVERVIEW ::

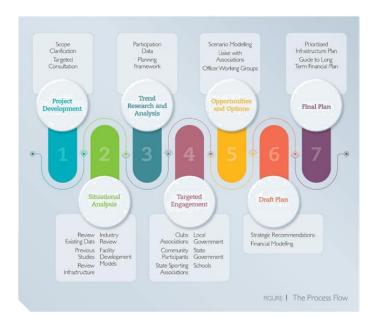
About the Project

Methodology

The SRFS 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,
- . Development of a draft Sport and Recreation Facilities Strategy.

The process flow is depicted in figure 1



Objectives

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
- · 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
- 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,

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 & ANALYSIS

TRENDS & ANALYSIS ::

Document Review and Trends

Strategic Context

The City of Busselton Strategic Community Plan 2017 (reviewed 2019) is the overarching plan gaiding all of the City's activities. It sets out the community's visions, sepirations 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 SRTS 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

Key Goal Area 1 Community welcoming, friendly, braility

1.2 A community with access to feeing health and education opportunities.

In a Community with access to a range of cultural and art social and recreational facilities and experiences.

Key Goal Area 2 Places and Spaces whereast attractive affordable.

2.2 Attractive parks and open spaces that B. Develop and maintain rural and suburban parks

create opportunities for people to and playgrounds for the en come together, socialise and enjoy a come together, socialise and enjoy a community.

Key Goal Area 3 Environment valued, conserved, enjo 3.1 Development is managed sustainably A Ensure that of

Ensure that environmental values are considered as part of land use planning and management.

Manage the City's carbon footprint through the adoption of environmentally friendly and financially viable technologies and practices.

Key Goal Area 4 Economy diverse,

 Events and unique tourism experiences that attract visitors an investment. A Continue to promote the City as the destination of choice for regional events.

Key Goal Area 6 Leadership visionary, collaborative, accoun

 Council engages broady and proactively with the community.
 Assets are well maintained and responsibly managed. Provide opportunities for the community to contribute to decision making processes.
 Deliver long term financial alpinning that helps to achieve community goals and aspirations in sustainable and alfordable manner.

 Develop, maintain and implement asset management plans that maintain communit 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 SRPS 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 fives 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-Plangaret Riverover 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 SRSF provides a robust foundation for the inclusion of sport and recreation infrastructure within the City's Community infrastructure Plan and DCPS Community infrastructure Plan and DCPS

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 origoing financing of the centres' operations, and provide the greatest return on investment to reduce the burden on ratesawers.

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.

City of Busselton Sport & Recreation Facilities Strategy 2020 - 2030

:: TRENDS & ANALYSIS :: TRENDS & ANALYSIS ::

56

Sport and Recreation Trends

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 Buselton 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 palatforms:



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

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

The GLC is currently working with Parks and Leisure W/A (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 fixely 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 Busetton'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 sportsperson 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 communitybased 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 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 make 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 ladk of unisest ablutions and changerooms. There are a number of documents developed by national sporting associations detailing unises.

- [†] The Future of Australian Sport, Australian Sports Commission (1981), 2011.
- Wyrom in Sport, Christine May Senior Research: Gunsatorit, Circulaghouse for Sport, Rollinson Giore Hunton Victoria Universit (August 2019)

14 City of Busselton Sport & Recreation Facilities Strategy 2020 - 2030

:: Trends & Analysis :: Trends & Analysis ::

57

facility guidelines and state and federal governments have now advnowledged 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 grow confidence is important (physical, coaching, officiating, administration)[§].

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 dubs 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 him: a mangements rather than constructing a number of single use facilities.



Sustainahility

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 dode (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 Sate Government

Annual \$12M pool of funds for the whole of Western Australia. As at 2019 this opportunity can fund a maximum onethird 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

\$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 ion'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. \$2 IM 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 SPFS 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 SPFS has been modeled with the aim for progress to be made without the full refance upon external funding.

16 City of Busselton Sport & Recreation Facilities Strategy 2020 - 2030 City of Busselton Sport & Recreation Facilities Strategy 2020 - 2030

:: TRENDS & ANALYSIS :: TRENDS & ANALYSIS ::

58

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."

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. I I – table 2) forecasts the District's population age demographic to continue to change with a larger increases 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 Buseston is balancing a higher rate of holiday or second homes in comparison to the rest of Western Australa. 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 89 x 99 %. Dunsborough 39 %. Yallingup Siding 34 %. Quedjrup 46 % and Wonneup 36 % 1. It is expected that most of the District's growth moving forward will be accommodated in the areas on Yayabup Vasse Newtown. Dunsborough Lakes, and Ambieryste North.

The recommendations contained within the SRFS 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.



- ³ WA Tomorow Repulsion Report No. 11, Supplier SGA Band A and Sund C from
- . The Age Distribution 2018 to 2013 (ABS 2235G Regions: Psychoson by Age and Sec Australia Loud Government Assoc (ASSS 2018) and VAR formative Psychoton Report No. 1 i Associate (Appendix Associated Associat
- ³¹ The Separateur of Planning Lands and Frintage, Leauwin-Househar, Sub-regional Strategy 2019.

Land Area | Dictance | Rateable | Properties | 221kms | 221kms | 23,170 | Estimated | Apartician | Apartician

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 Busselson 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 Busselson¹⁰. These areas should be the focus of targeted participation programs in partnership with State Sporting Association's (SSAs), Clubs. Health Providers Schools and the GI CL.

Disability

In 2018 there were 4.4th Australians with a disability, 17.7% of the population, down from 18.3% in 2015.⁴. This can be apportioned to a little over 6,800 people with disability in the City of Buselton. 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 Tomes 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 Tomes Strait Islander peoples.

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

non-Aboriginal populations in Australia. Aboriginal and Tornes 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 Aborignal 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 afready disturbed as well as small areas to not not not not not not contain the containing NCC and to the east and north east of john Edwards Pavilion (EIP).

City of Busselton Sport & Recreation Facilities Strategy 2020 - 2030

Australian Burrou of Stotistics, Registral Population Growth, Au

¹ Circus of Population and Housing Scale Economic Indiana for Are

GENTALISMO ZOTO

^{44100 -} Disability. Ageng and Cones, Australia framerary of Findings, 2018

:: TRENDS & ANALYSIS TRENDS & ANALYSIS ::

59

Participation Trends

Attachment A

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) WA Adults Total Males Walking (Recreational) 31.8% Fitness/Gym 34.2% 30.8% 38.1% 16.1% 14.9% logging, running and athletics Football (Soccer) 5.0% 4.9% 8.7% Golf 4.6% 4.1% 4.1% Australian Football Cricket 5.7% Netball 4.7% 3.3% 1.1% Tennis Cricket 1.3% Hockey Basketball 0.9% Netball 2.8% 0.8% Volleyball Sailing 0.7% 0.6%

The AusPlay Participation Data 2015-201815, 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.

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 dub, 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 fack 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

26.4% 27.5% 28.8% 8.1%

TABLE 4 Top Activities for WA Children (AusPlay)

7.7% 13.1% 7.2% 8.8% Basketball Netball 7.2% 15.3% 5.8% 6.7% 4.6% Cricket 5.7% Athletics (inc jogging running) Rusty Union 5.8% 3.9% Netball 12.8% Cricket Swimming

3.1%

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

Athletics (inc jogging, running)

Hockey

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 dub 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

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)

3.3%

4.1%

Some sports have already adapted and are embracing modified "fun" versions for juniors (e.g. Auskick, NetSetGo, Hookin2Hockey, Aussie Hoops) and are generally still captured under a dub membership model. Private sport. businesses are well established in the dancing, gymnastics areas and emerging in football (soccer) to cater for this more

City of Busselton Sport & Recreation Facilities Strategy 2020 - 2030

: TRENDS & ANALYSIS TRENDS & ANALYSIS ::

TABLE 5 Top 15 Sports/ Activities City of Busselton

Walking (Recreational) Fitness/Gym Jogging, running and athletics Cycling Football (Soccer) Bushwalking

Participation in sport and recreation activities at the state level (AusPlay) align with the City's local data compiled also can be on a more casual basis. 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 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 has an opportunity to play a role at a local sport participation and trends since 2013 level given the known health, social and from a sport association level. A summary of the trends are outlined in table 6. Further and recreation and the potential external data is available in attachment 1.

Collecting this data in collaboration with state sporting associations provides an enables clear comparisons of competitive junior and amateur club sport year by year: Additional to the club sport data, table 7 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

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 participates in almost 60 different activities. 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 economic benefits of participating in sport partnership and funding opportunities it may bring Initiatives and resources to better track, capture and understand indication of trends across the District and participation within the District should be a

> is a snapshot of the participation trends at GLC and NCC in regards to learn to



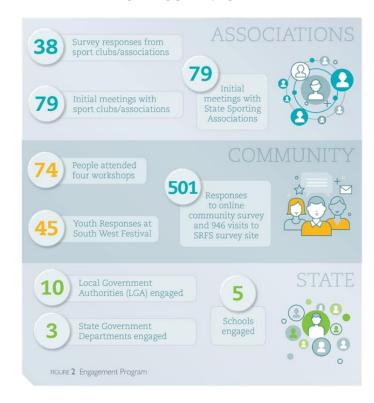
Club Sport	Type of Participation		2013 to 2019 trend	Note	s	
Basketball	# Registered Tearns		① 40%			
	# Aussie Hoops (individual)	participants)	② 208%			
Aussie Rules	# Registered Teams		1 67%		Does not include seams outside of City of Busselton that play in this Association / competition	
	# Auslock (individual particip	oants)	① 363%		on / compressor	
Netball (Association) # Regstered Teams		① 14%		25/4 to 20/9 numbers		
Football (Soccer)	# Registered Tearns		1 61%	Does no	t include mans outside of City of Busieltski that play in this ion I composition	
ricket	# Registered Teams		① 14%	Does no	t include seams outside of City of Bassellon that play in this	
	# Juniors 5-1 I yo (individual		D 61%	Associat	on Feampestrian	
łockey	# Registered Teams		® steady		2019 numbers. Does not include the introductory version of the	
Lawn Bowls	# Registered club members				Non . I so it) s do not include the casual bareflot bowls, come by participation	
sawii DUWIS	- , agained dub memors		® steady • 7%	None Contract		
Swimming	# Registered club members		(ii) steady	Participo	nts registered with Searning WA and Masters Serroming WA	
			3 8%			
Rugby	# Registered club members		(II) steady	Planticipo	ett registered with Augoy WA	
			⊕ 7%			
Horse & Pony	# Registered club members	egistered club members		Porticipo	Participants registered with Party Club WA	
			(D)			
	W.D		11%	Taxable Control		
Symnastics	# Registered club members		⊕ 11% ⊕ 257%	Zerst or with Ger	Bota tre ujeske in afficialen sinne tre twa hald dulls ingament maasic VIA in 2017/18	
Swimming (Learn to Swim)	CC Participation Trer			with Get	Gest the uptake nutfleten area the heli lead duta agreement mouses (MA in 2017) 5 WA participation rate — Aus-Play	
Swimming (Learn to Swim)	CC Participation Trer	nds	⊕ 257%	with Get	WA participation	
Swimming (Learn to Swim)	CC Participation Trer Ave 2016 10 2377 g	nds ringe - 2019	® 257% Rate o participa 28%	wn Ge	WA participation rate – AusPlay	
Swimming (Learn to Swim) Participants errolled in Lear was at CLC Geographe Leisure Cer (GLC) Participants errolled in Lear	CC Participation Trer Ave 2016 atro 2377 g	ods ernge - 2019 per year	© 257% Rate o participa 28% 19 Trend	wn Ge	WA participation rate - AusPlay 27.5%	
Swimming (Learn to Swim) P participants errolled in Lear worm at G.C. Geographe Leisure Cer (G.C.) P participants errolled in Lear with at G.C.	2015/2016 at to 358,259	ods rage - 2019 ser year 2018/20 357,75	® 257% Rate of participa 28% 19 Trend 5 ® steace	fion	WA participation rate AusPlay 27.5% Notes	
Swimming (Learn to Swim) Participants errolled in Lear way at GLC Geographe Leisure Cer (GLC) Participants errolled in Lear with at GLC Temphers	2015/2016 atte 2015/2016 atte 358,259 1,800	ods rage - 2019 xer year 2018/20 357.75 2030	© 257% Rate o participa 28% 19 Trend 5 @ steac 1 128	ficion	WA participation rate – AusPlay 27.5% Notes Excludes multipass holders Term based youth fitness program delivered	
Swimming (Learn to Swim) of participants errolled in Lear war at CLC Geographe Leisure Cer (GLC) participants errolled in Lear war at GLC remembers	2015/2016 atte 2015/2016 atte 358,259 1,800	ods rage - 2019 xer year 2018/20 357.75 2030	© 257% Rate o participa 28% 19 Trend 5 @ steac 1 128	ficion	WA participation rate - AusPlay 27.5% Notes Excludes multipass holders	
Swimming (Learn to Swim) 7 participants enrolled in Learn was at GLC Geographe Leisure Con	CC Participation Ther 2016 and 2377 (attre 2015/2016 and 358,259 1,800 agram Average 31.6 at	ods rage - 2019 xer year 2018/20 357.75 2030	© 257% Rate o participa 28% 19 Trend 5 @ steac 1 128	f fiction	WA participation rate – AusPlay 27.5% Notes Excludes multipass holders Term based youth fitness program delivered	
Swimming (Learn to Swim) participants errolled in Lear with at GLC Geographe Leisure Cer (GLC) participants errolled in Lear with at GLC rembers participants Teen Fitness Pro- Naturaliste Community	2015/2016 In to 2377 g attre 2015/2016 In to 358,259 I 800 Average 31.6 at	rage - 2019 per year 2018/20 357,75 2030 tendoes per ten	## 257% Rate o participa 28% 19 Trend 5 @ steac ## 129 mm @ steac	f files	WA participation rate - AusPlay 27.5% Notes Excludes multipass holders Term based youth fitness program delivered since term I 2018	

:: TRENDS & ANALYSIS :: TRENDS & ANALYSIS ::

61

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 actionent. 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 dubs 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 weekfast.

:: TRENDS & ANALYSIS

FIGURE 3 Survey Responses Community Insights Survey: Responses from A community survey was Community Survey undertaken targeted at sport and recreation participants, parents, volunteers and others Informed participants involved within the sport through yoursay portal and recreation community. An online project page was established on the City of Busselton 'Your Say' portal with Visits to the project 946 visits and 501 responses received, the key findings are page on yoursay portal summarised here. What we learnt... Views on quality of Sport & Recreation facilities 56% 32.5% 9% Most used venues: Geographe Leisure Centre Excellent/Good Playing Fields Bovell Sports Park What's stopping you from participating? 14% 33% The City of Busselton has a good understanding of sport & recreation needs? Facility reasons Nothing is Non-facility reasons 58 38% Increased assistance What do you think Aquatic facilities to particpate City of Busselton's Playing Fields Sport & Recreation priorities should be? Indoor Court Facilities 2019 2017 Squash Facilities

While the community survey was extensive and provided valuable insight and validation of participation and trends, responses were

collated and assessed with other engagement inputs to ensure a balanced assessment and representation of community needs.

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 subdistrict 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 dubs 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 dubs 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

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

TRENDS & ANALYSIS ::

 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

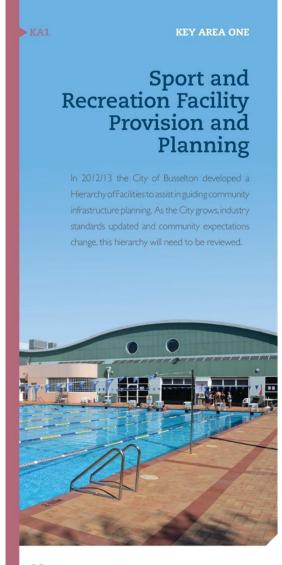
Naturaliste Pool Action Group

- Advocating for increased aquatic pool space within the Dunsborough subdistrict 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.

63



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. or example:

- Bernard 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
- Boxell 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 Margards 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 BMXTrack; 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:

- GLO
- 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
Regional Facilities	
	> Sir Stewart Bovell Sports Park - Hockey
	Regional Facilities Outside of the Municipality
	> South West Sports Centre - 50m Olympic Pool
	> Hay Park - Regional Athletics Centre, Regional BMXTrack
	> Eaton Sports Complex - Regional Softball/Baseball
District Facilities	
Aquatic Indoor Centres	Geographe Leisure Centre (GLC) Multi-use centre including Indoor Court Sports (basketball, netball, volleyball), Gym, Group Fitness, Aquatics
Sports Parks	> Bovell Sports Park - Aussie Rules, Hockey, Diamond Sports
	> Barnard Sports Park - Rugby, Cricket, Football (Soccer)
	> Busselton Tennis Club (BTC)
	> Lou Weston Oval - Netball, Diamond Sports
Other Sport	> Jindong Park - Southern Capes Motocross Club
Spaces	> Busselton Horse and Pony Club
	> Yacht Club - Geographe Bay Yacht Club, Dunsborough Bay Yacht Club
	> Surf Lifesaving Clubs - Busselton SLSC, Smith Beach SLSC
	> Busselton Kart Club
	> Busselton Pistol Club (Indoor only)
	> Dunsborough Districts and Country Club - Mountain Bike
	> Churchill Park - Harness Racing, Show Society
Sub-District Facili	ties (Neighbourhood)
	> Bovell Sports Park - Aussie Rules, Cricket, Soccer
	> Barnard Sports Park
	> Churchill Park - Cricket, Football (Soccer), Groquet, Lawn Bowls
	Dunsborough Playing Fields — Aussie Rules, Football (Soccer), Multi-use Courts (Basketball/Netball)
	> Dunsborough Lakes Sporting Fields (Future)
	> Dunsborough and Districts Country Club – Lawn Bowls, Groquet, Tennis, Mountain Bike, Golf, Social and Leisure Activities

Local Space

- > Vasse Newtown (Kaloorup) Oval Tennis, Lawn Bowls
- > Pump tracks Dunsborough, West Busselton
- > Other small parklands (POS)

> LouWeston Oval

KA1 KEY AREA ONE Sport and Recreation Facility Provision and Planning

Attachment A

Sport and Recreation Facility Provision and Planning KEY AREA ONE KA1

29 January 2020



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.

30 City of Busselton Sport & Recreation Facilities Strategy 2020 - 2030.

Category I 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 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 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, dub, sport particularly among children, discussions or association. Georgiana Molloy Anglican between the City of Busselton and school School (GMAS), St Mary MacKillop College (SMMC) and Cornerstone Christian College (CCC) are three key schools that have a strong presence in

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 alians 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, 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

KA1 Action Plan

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



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

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

Cost Estimate:

Ni

- · 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



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

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

Cost Estimate

 Minimum \$100,000 pa Years 1 - 10

Phased planning of priority projects will allow;

- · increased project achievability
- · reduced project contingency
- · increased ability to secure alternate sources of funding



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

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

histification

- · 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

local club sport and field their own or

65

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 Bussetton 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 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 clains developed.

Despite this take-up, as part of the SRPS targeted engagement, 55% of the Districts 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, 16

The benefits of strong organisations are well known and researched. The Australian Sports Commission Sports Governance Principles¹⁷ advocate strengthening structures that support good leadership and decision-making, and eraure sound and effective governance. Governance is the system by which sporting organisations are directed and managed. It influences how the objectives are said 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 dubs 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 dubs 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 conflidence 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 statinable facilities.

Recognise and Support Sporting Talent

Recognition and support for the Districts 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 (SVMS) 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

Sustainable Sport, Clubs and Associations KEY AREA TWO KA2

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.



⁵⁶ Institute of Community Directors Australia (KDA) NFP Governance Survey 2019

NPP GORPOSION SURVEY 2019

The Desire Consistence Benefits in the Arman Consistence 2013

66

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 dub 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 allcompeting 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. dubs 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.



Support sports, associations and clubs to develop strategic plans and sustainable governance practices

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

Cost Estimate

 Operational \$20,000 pa external funding

- . 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
- · Significant uptake of club development programs delivered by the City's Club Development Officer.
- · Significant uptake of KidSport program



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



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

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
- Provide accessible talent pathways at a regional level with an aim to reduce burden of travel to metropolitan area.

67

KA2 KEY AREA TWO Sustainable Sport, Clubs and Associations



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

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.



Investigate opportunities and initiatives to provide greater assistance to participate

- 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

Nii

- · 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.



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

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

N8

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



Undertake an operational review of aquatics usage at the GLC

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

Cost Estimate

 NI See above

Justification

- The GLC currently has a range of aquatic space users, hirers and stakeholders that utilise the 6 lane × 25m indoor and 8 lane × 25m outdoor pools;
- :: 4 swimming clubs,
- :: Water polo club
- :: Underwater hockey dub
- · 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.



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

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.

• Nil

 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



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

- 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

- . 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.

KEY AREA THREE

Sports Facilities Needs Analysis and Future Requirements

A comprehensive District level strategic review of 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-forprofit 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 recommended provision for a City of the size of Busselton

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

Aquatic Facilities and Indoor Sport and Recreation

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 Geographe 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.

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

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

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

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 BVVA 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 initiative for the upcoming seasons. BABA have a desire to align with BWA'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 lesure, 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 n 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 Bovel 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 by 2030, investigations into the development of Sir-Stewart Bovel Sports Park as a sports talent hub needs to be undertaken to detail how this will catter 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 decicated 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 fisheld 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 Burbury (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 Leewin Naturaliste lunior Soccer Association and its member clubs, Busselton City Football Club, Geographe 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 Citv'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 subdistrict 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 ploying 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 fits current size.

(T-ball, softball, baseball)

Diamond Sports

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 VM, there has been steady participation rates within the District. Gymnastics VM has an extensive dub development program and taient pathway. There may be opportunities for partnerships between these providers and Gymnastics VMA to provide modified programs at the GLC and NCC. An 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. Kaloorup 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.

Rugb

Analysis indicates current facility provision meets the needs of the District. An increasing focus from the state sporring association at a jurior 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 fist current size.



Sports Facilities Needs Analysis and Future Requirements KEY AREA THREE KA3

40 City of Russelton Sport & Recreation Facilities Strategy 2020 - 2030 41

70

KA3 KEY AREA THREE Sports Facilities Needs Analysis and Future Requirements

Sports Facilities Needs Analysis and Future Requirements KEY AREA THREE KA3

Cricket

Busselton 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 rectangle 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 ¹⁸.

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 (Busselton and Dunsborough) and other provision at flestyle villages further facility development for bowls and croquet is not recommended as it is currently aligns with the level of provision currentmended 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 Dismict The Bussetton 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 resion.

Discussions to progress a partnership arrangement between Busselton Golf Club and Busselton 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 Busselton 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 I.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 Busselton. 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 dub 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 Busselton, has two separate dub 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 waterbased 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 Ouindalup.

Trails – Walking and Mountain Bike

There are a number of walking, mountain biding 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 Wadand Track (Rails to Trails Project) has been identified as a priority project for the City of Busselton along with the Meelup Regional Park and trails within Dunsborough and Districts Country Club. The City supports the promotion of the Cape to 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 Bussetton and Augusta Margaret River local government areas that are under their control. The study, Leeuwin Naturaiste 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 Cay 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 Busselton, and as such ongoing investigations and assessments should be undertaken.

Horse sports has a stable base of membership, and utilise dub 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

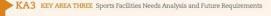
Skating sports are receiving an increased focus from a state and national perspective given the inclusion of skateboarding in the 2020 Tokyo Olympics. The Busselton Skate Park has already hosted the state skateboard championships and there are opportunities at a local kevel to capitalise further on the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

Emerging sports such as gridron 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 SRF's 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 multiuse facilities to ensure lower overheads and reduced costs placed on participants. This may mean regular hire and access fees but this in 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 Pavillion and the City's range of community halls have the ability to cater for these types of activities.

VIA Mountain Bike Management Gudeines and Trail Developmen Serias, Department of Bealevening Conservation and Allerations (DSCA) and Department of Local Covernment, Sport and Cultural and Alleration (Inc.).

71



Sports Facilities Needs Analysis and Future Requirements KEY AREA THREE KA3

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.

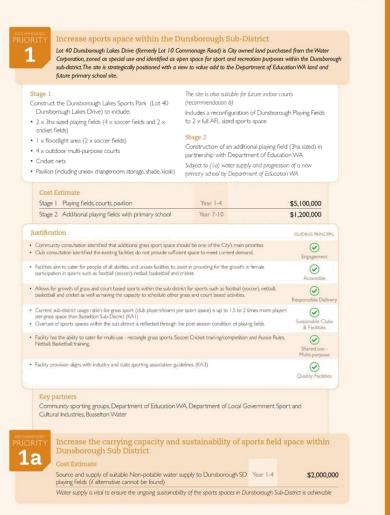




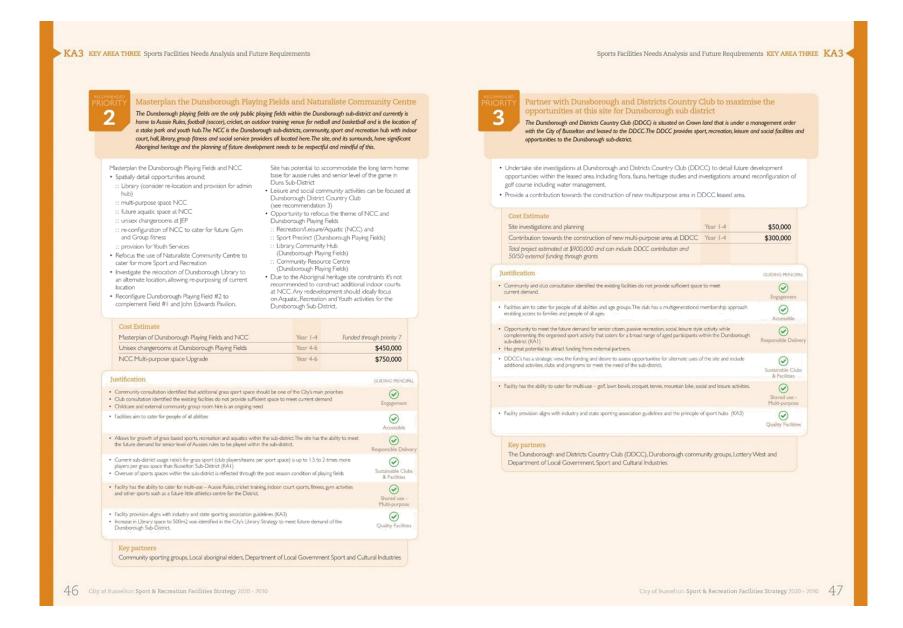


The actions on the following pages will be facilitated by collaborating with community group's peak bodies, and government departments.



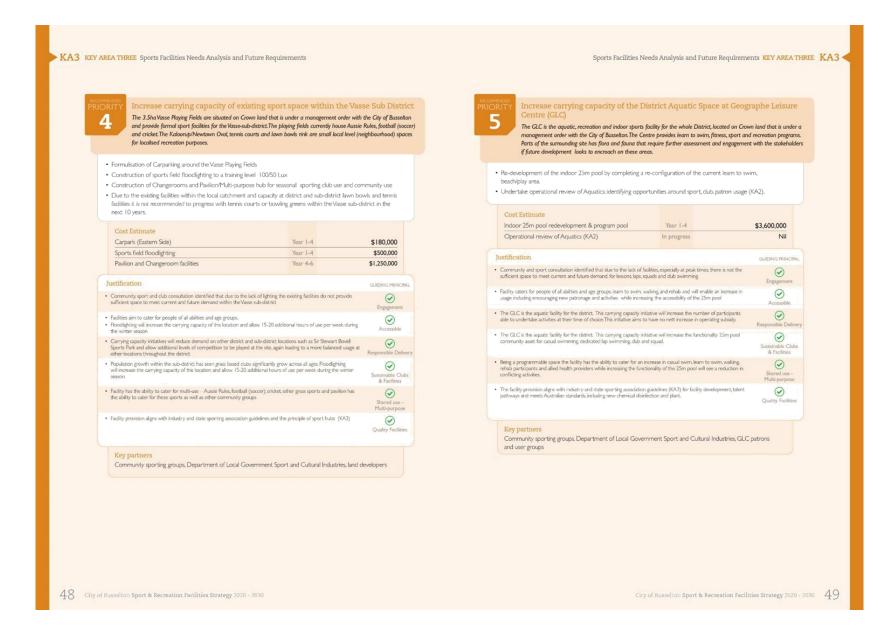


Attachment A Draft Sport and Recreation Strategy 2020-2030

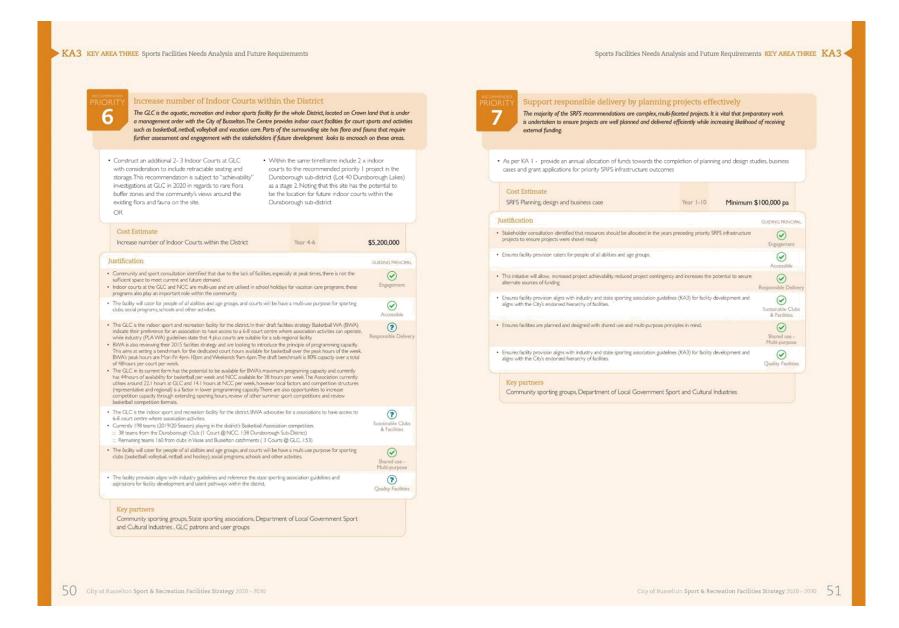


72

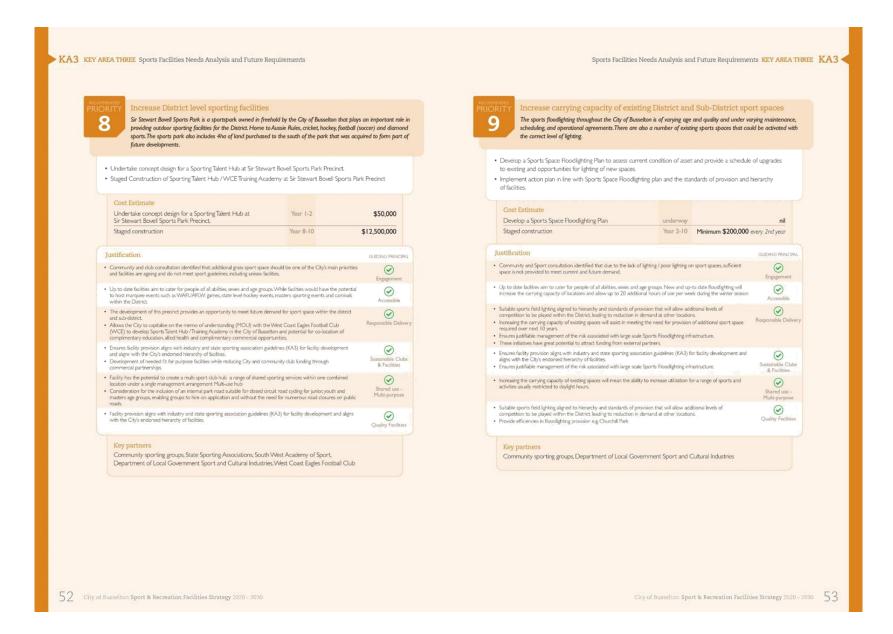
Attachment A Draft Sport and Recreation Strategy 2020-2030



Attachment A Draft Sport and Recreation Strategy 2020-2030

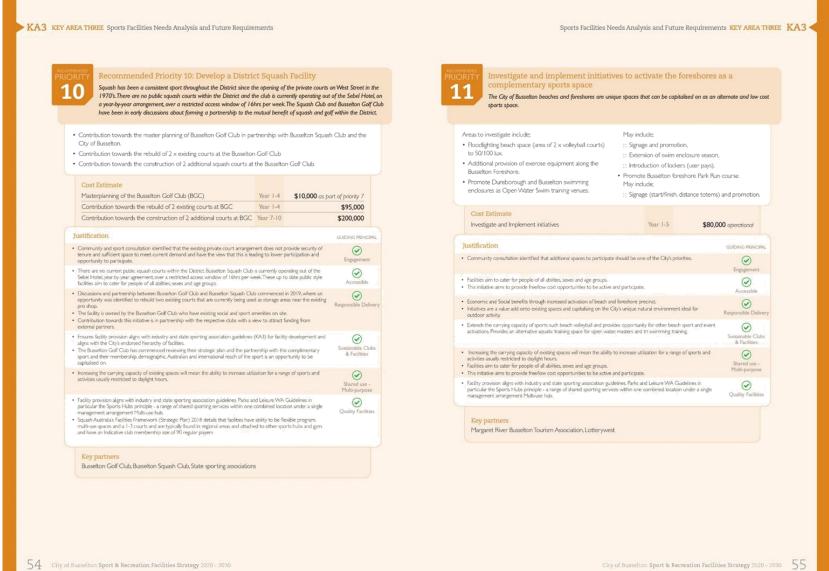


Attachment A Draft Sport and Recreation Strategy 2020-2030

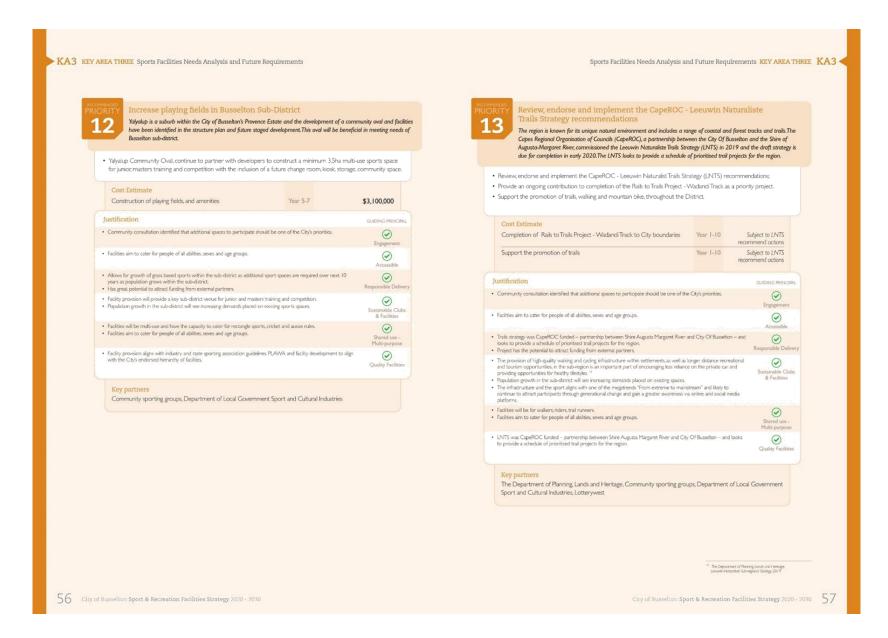


Attachment A

Draft Sport and Recreation Strategy 2020-2030



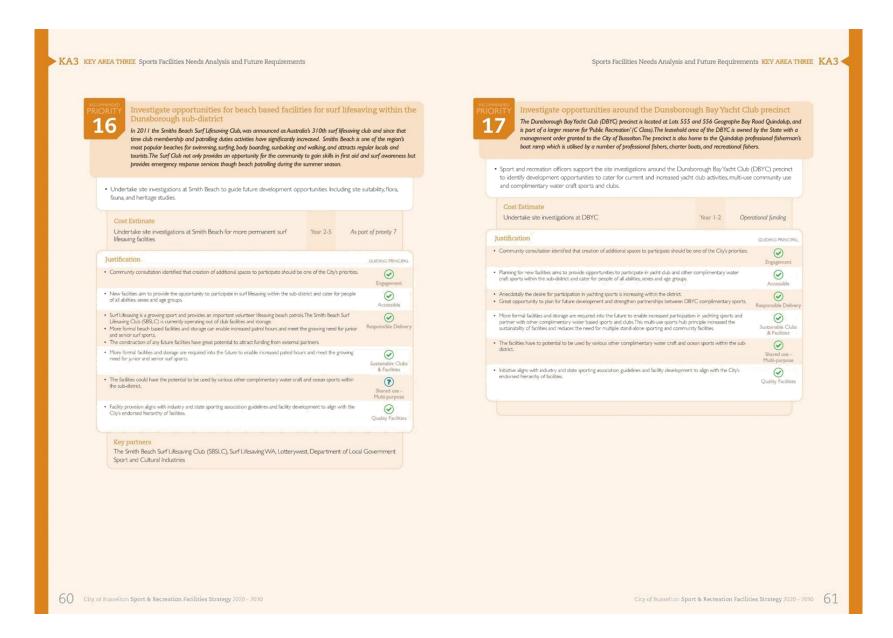
Draft Sport and Recreation Strategy 2020-2030



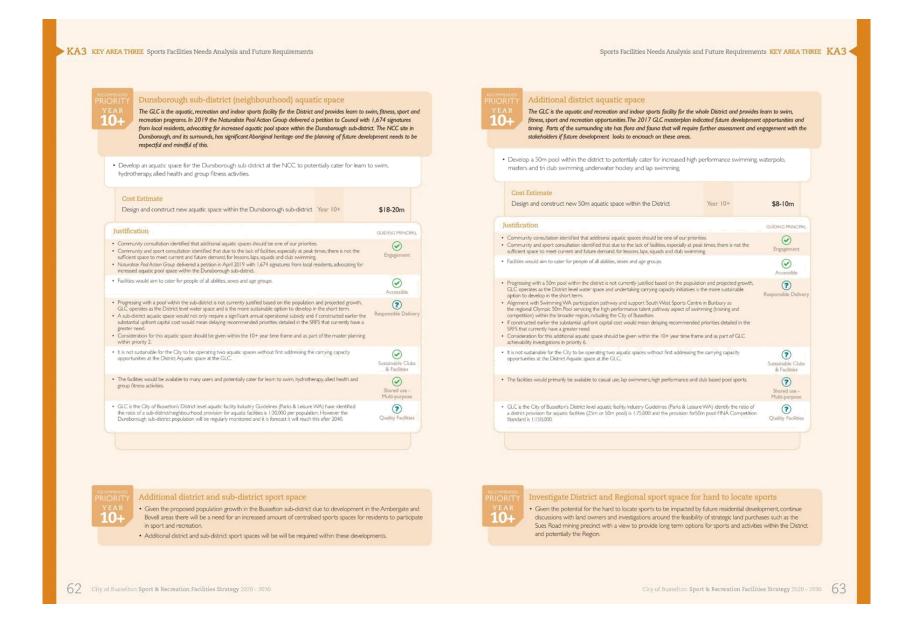
Draft Sport and Recreation Strategy 2020-2030



Draft Sport and Recreation Strategy 2020-2030

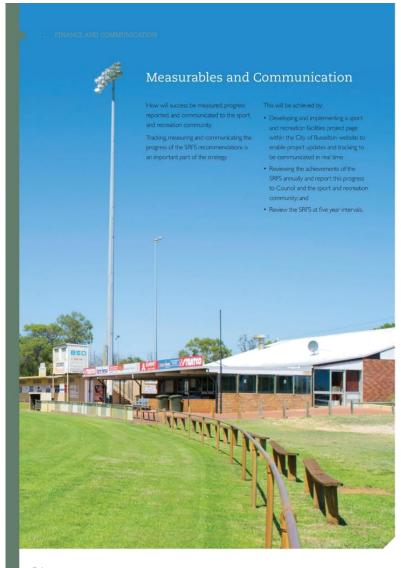


Attachment A Draft Sport and Recreation Strategy 2020-2030



81

Attachment A



Financial Implications

The costs associated with the recommendations included within the SRFS are based on 2019 cost estimates and will be reviewed as part of the City of Busselton's Long Term Financial Plan process. Projects will also be subject to business case development and cost estimates updated according to the agreed review cycle.

Given the increasingly competitive nature of external funding the SRFS will look to recommend 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.

With this in mind the SRFS has been modeled with the aim for progress without the full reliance upon external funding.

FINANCE AND COMMUNICATION ::

Details of the financial model is located in Attachment 6 which can be viewed on page 66 and 67 of this document.

Attachments

Attachments outlined in this document can be found on the yoursay project page https://yoursay.busselton.wa.gov.au/ sport-rec and includes the following:

- Attachment I Participation
- Attachment 2 Targeted engagement data
- Attachment 3 State sporting association documents
- Attachment 4 Standards of provision guide
- Attachment 5

Current and recommended facility

 Attachment 6 Financial Model 2020-2030



:: Appendix 6 - Forecast Statement of Capital Projects for SRFS

Attachment A

onmended Drivelou	Project		Fear 1	Year 2	Year 3 2022-23	Year 4	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+	GR TC
PROPERTY.	Dunsborough Lakes Sporting Precinct (Stage I)	Carparking Access Road & Other	1115		800,000			200						-
1	Dates of the day of the say (selfe 1)	Courts - Outdoor			650,000									
		Duniborough - Paylion/Changeroom Facilities			1,300,000									1
			50,000											1
	Dundborough Lakes Sporting Precinct (Stage 2)	New School Oval									1,200,000			t
	TOTAL :: Dumborough Lakes Sporting Precinct (Stage 1)		50,000		2,750,000		-				100000000000000000000000000000000000000			i
	TOTAL :: Dunisborough Lakes Sporting Precinct (Stage 2)										1,200,000			t
	Dunsborough Raying Fields	Unisex Changerooms to John Edwards Pavilion						450,000						
2	Naturaliste Community Centre (Multi-Purpose Space/Upgrade) - Capital Works	Construction - Multi-Purpose Space Upgrade/Gym Facility							750,000					
	TOTAL :: Dunsborough Playing Fields	The second of the carpon about the second of						450,000	1.500					t
	TOTAL :: Naturaliste Community Centre (Multi-Purpose Space/Upgrade) - Capital Works							150,000	750,000					t
No.	Duniborough Country Club Extension	Contribution - Multi Purpose Facility/Senior Ottoms		300,000										10
3	TOTAL :: Dunsborough Country Cub Extension	Contribution - Prusi, Purpose nicity/sensor Cottens		300,000										f
				300,000										
4	Vasse Sporting Facilities - Changerooms/Pavilion/Car Parking		80,000											
*		Vasse - Roodighting Ovals			500,000									1
		Vasie - Pavillon/Changeroom Facilities			4117.000			1,250,000						4
	TOTAL :: Vasse Sporting Facilities - Changerooms/Pavilion/Car Parking		80,000		500,000			1,250,000						
C	Geographe Lesure Centre - Wet Area Expansion - Capital Works	Indoor Pool - Reconfiguration				3,600,000								Ĭ
3	TOTAL :: Geographe Leisure Centre - Wet Area Expansion - Capital Works					3,600,000								
-	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							10
	TOTAL: Geographe Leisure Centre Stadium/Dunsborough Lakes Sporting Precinct (DLSP) - 2 or 3 Courts						5,250,000							
	Planning & Design Studies for Implementation of Recreational Planning Study Outcomes	Various Projects	000,000	102.500	105,063	200,000	205,000	210,125	207,689	212,881	218,203	223,658		-
/	TOTAL : Planning & Design Studies for Implementation of Recreational Planning Study Outcomes		00,000	102,500	105,063	200,000	205,000	210,125	207,689	212,881	218,203	223,658		
	Bovel Park - Major Upgrades / Expansion - Regional Facilities - Capital Works	Upgrade of main facilities / regional studium / playing fields								2,500,000	5,000,000	5,000,000		H
8	TOTAL :: Bovell Park - Major Upgrades / Expansion - Regional Facilities - Capital Works									2,500,000	5,000,000	5,000,000		I
	Increasing Sports Spaces Carrying Capacity - Outdoor Spaces	Various Ovals/Facilities - Floodighting/Courts Expansion		200,000		210,125		220,763		231,939		243,681		100
9	TOTAL : Increasing Sports Spaces Carrying Capacity - Outdoor Spaces			200,000		210,125		220,763		231,939		243,681		
	Squish Facility District	Stage I - Contribution			95,000									Til
10		Stage 2 - Contribution								200,000		4		ij
	TOTAL :: Squash Facility District				95,000					200,000				ī
	Yalyalup Community Oval/Pavilon Development	Building							1,600,000					ĩ
12		Carparis							300,000					葡
		Landscaping							200,000					
		Oval & Surrounds						1,000,000						Ħ
	TOTAL :: Yalyalup Cammunity Oval/Pavilian Development							1,000,000	2,100,000					
C 4000	Dunisborough Aquatic Facility	25m Indoor Histed Pool (\$18-20m 10yrs plus)				-				7				
H [A]	TOTAL:: Dunsberough Aquatic Facility						S						18-20M	Ĺ
	GLC Aquatic Facility	50m Outsbor Pool (\$8-10m 10yrs pks)												i
)+ [B]	TOTAL :: GLC Aquatic Facility		1.0						W 342 9				8-10M	i.
	Additional indoor counts	Provision of Additional Indoor Courts (\$32.5.2m I/Oyrs plus) subject to												i
)+ [C]	TOTAL :: Additional indoor courts	location of recommended priority 6.											3.25-S.2M	Ĺ
														á.



unding S	Mark Commission of the Commiss		2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	GRANDTOTA
	Building Asset Renewal Reserv	e Fund - General Buildings Reserve						450,000		1,000,0000	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 - Busselto	n Reserve								200,000			200,00
	Community Facilities - City Di	trict 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 Fiscilities - Dunsbo	rough Lakes Reserve	1,000,000								250,000		1,250,000
	Community Facilities - Dunsbo	rough Reserve									125,000		125,000
	Community Facilities - Vasse R	serve	180,000										180,000
	New Infrastructure Developm	erit Reserve	700,000		95,000								
	Parks, Gardens and Reserves F	leserve	250,000										250,000
External	CSRFF Funding (1/3rd)				175,000								175,000
	CSRFF Funding/Other Funding			100,000		105,063		110,381		115,969		121,810	553,253
	Department of Education - Co	ontribution									600,000		600,000
ity Funds &	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

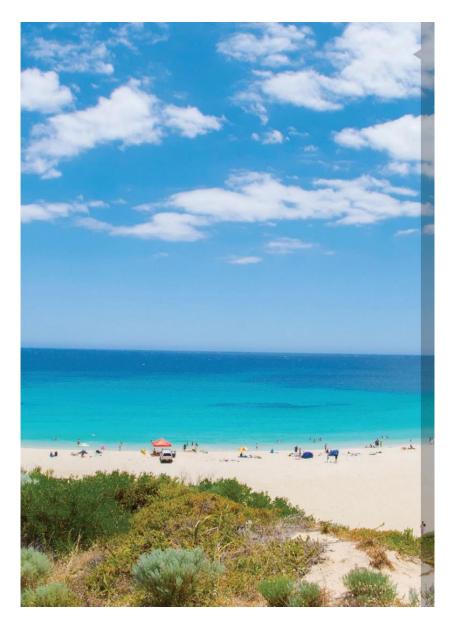
83

:: FINANCE AND COMMUNICATION

Acronyms

ABS	Australian Bureau of Statistics
BABA	Busselton Amateur Basketball Association
BWA	Basketball WA
CapeROC	Capes Regional Organisation of Councils
ccc	Cornerstone Christian College
CNC	Cape Naturaliste College
CPTED	Crime Prevention Through Environmental Design
CSRFF	Community Sporting and Recreation Facilities Fund
DAIP	Disability Access and Inclusion Plan
DBYC	Dunsborough Bay Yacht Club
DCP	Development Contribution Plan
DDCC	Dunsborough and Districts Country Club
DGR	Deductable Gift Recipient
DLGSC	Department of Local Government, Sport and Cultural Industries
DPF	Dunsborough Playing Fields
ECU	Edith Cowan University
GBYC	Geographe Bay Yacht Club
GLC	Geographe Leisure Centre
GMAS	Georgiana Molloy Anglican School
ICDA	Institute of Community Directors Australia

JEP	John Edwards Pavilion
LED	Light Emitting Diode
LGA	Local Government Authorities
LIWA	Leisure Institute of Western Australia
LNTS	Leeuwin Naturaliste Trails Strategy
MTB	Mountain Bike
NCC	Naturaliste Community Centre
NFP	Not For profit
PLA	Parks and Leisure Australia
POS	Public Open Space
RAP	Reconciliation Action Plan
RSSA	Rising Sports Star Awards
SBSLSC	Smith Beach Surf Lifesaving Clubs
SEIFA	Socio-Economic Indexes for Areas
SMMC	St Mary MacKillop College
SRFS	Sport & Recreation Facilities Strategy 2020-2030
SSA	State Sporting Association
SWAS	South West Academy of Sport
WAPC	Western Australian Planning Commission
WCE	West Coast Eagles Football Club















www.busselton.wa.gov.au

City of Busselton Forecast Statement of Capital Projects for Recreational Strategy Plan For the period 2020 - 2030

			tne period 2020											
			Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 10+	
Recommended Priority	Project	Sub Project	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30		Grand To
	Dunsborough Lakes Sporting Precinct (Stage 1)	Carparking, Access Road & Other			800,000				(m	Same and			(manual)	800
1		Courts - Outdoor Dunsborough - Pavilion/Changeroom Facilities			650,000 1,300,000	1111			CALL COMPANY					1,300
		Dunsborough Lakes New Ovals	2,350,000		1,300,000									2,35
	Dunsborough Lakes Sporting Precinct (Stage 2)	New School Oval									1,200,000			1,20
	Dunsborough Lakes Sporting Precinct (Stage 1) Total Dunsborough Lakes Sporting Precinct (Stage 2) Total		2,350,000		2,750,000						1.200.000			5,10 1,20
2	Dunsborough Playing Fields	Unisex Changerooms to John Edwards Pavilion		2000			200	450,000	g december					49
2	Naturaliste Community Centre (Multi-Purpose Space/Upgrade) - Capi Works	Construction - Multi-Purpose Space Upgrade/Gym Facility				- 1			750,000					79
	Dunsborough Playing Fields Total		Jan an					450,000					-	45
	Naturaliste Community Centre (Multi-Purpose Space/Upgrade) - Capita	Works Total	,						750000					75
3	Dunsborough Country Club Extension	Contribution - Multi-Purpose Facility/Senior Citizens		300,000					d	i and the same of				36
	Dunsborough Country Club Extension Total			300,000			-		Contract of					3
4	Vasse Sporting Facilities - Changerooms/Pavilion/Car Parking	Vasse - Carpark (Eastern Side)	180,000	A CONTRACTOR			-						-	18
•	vasse sporting raciities - Chargerooms/ Pavillon/ Car Parking	Vasse - Flood lighting Ovals	180,000		500,000				-					50
		Vasse - Pavilion/Changeroom Facilities						1,250,000						1,2
	Vasse Sporting Facilities - Changerooms/Pavilion/Car Parking Total		180000		500000			1250000			7.7			1,9
. 5	Geographe Leisure Centre - Wet Area Expansion - Capital Works	Indoor Pool - Reconfiguration	***************************************			3,600,000		- Millioner		N-Himmin				3,6
	Geographe Leisure Centre - Wet Area Expansion - Capital Works Total					3600000						A CONTRACTOR OF THE PARTY OF TH		3,6
6	Geographe Leisure Centre Stadium/Dunsborough Lakes Sporting	Stadium expansion - GLC 2/3 courts, seating & storage OR												
	Precinct (DLSP) - 2 or 3 Courts	DLSP 2 courts					5,250,000							5,2
	Geographe Leisure Centre Stadium/Dunsborough Lakes Sporting Precin	ct (DLSP) - 2 or 3 Courts Total					5250000							5,2
7	Planning & Design Studies for Implementation of Recreational Plannin									2				
	Study Outcomes	Various Projects	100,000	102,500	105,063	200,000	205,000	210,125	207,689	212,881	218,203	223,658		1,7
	Planning & Design Studies for Implementation of Recreational Planning	Study Outcomes Total	100000	102500	105062.5	200000	205000	210125	207689.0625	212881.2891	218203.3213	223658.4043		1,7
	Bovell Park - Major Upgrades / Expansion - Regional Facilities - Capita													
•	Works	Upgrade of main facilities / regional stadium / playing fields								2,500,000	5,000,000	5,000,000		12.5
	Bovell Park - Major Upgrades / Expansion - Regional Facilities - Capital I	Vorks Total								2500000	5000000	5000000		12,5
	lancation from the format formation from the Guidens formation							-	-					
	Increasing Sports Spaces Carrying Capacity - Outdoor Spaces	Various Ovals/Facilties - Floodlighting/Courts Expansion		200,000		210,125		220,763	1	231,939		243.681		1,10
	Increasing Sports Spaces Carrying Capacity - Outdoor Spaces Total			200000		210125		220762.5781		231938.6836		243680.5795		1,10
10	Squash Facility District	Stage 1 - Contribution			95,000		an annual and							
10	Squash Facility District	Stage 2 - Contribution	3 0000 0000	Comment of	95,000		THE REAL PROPERTY.	Acres respects	Table 1 Printer	200,000				2
	Squash Facility District Total	Sough at Association			95000					200000	Vicani Lincolno della Constitucioni			2
5.2		Building	- common					Section 1	1,600,000	· · · · · · · · · · · · · · · · · · ·				1.6
12	Yalyalup Community Oval/Pavilion Development	Carparks							300,000					3
		Landscaping							200,000					2
	Yalyalup Community Oval/Pavillon Development Total	Oval & Surrounds						1,000,000	2100000					1,0
	Yaryarup Community Ovar/Pavillon Development Total							1000000	2100000					3,1
10+ A	Dunsborough Aquatic Facility	25m Indoor Heated Pool (\$18-20m 10yrs plus)												
-	Durisborough Aquatic Facility Total			3		100							518-20m	
10+B	GLC Aquatic Facility	50m Outdoor Pool (\$8-10m 10yrs plus)	Commence of	0.0				-	1.000/ 1000					
	GLC Aquatic Facility Total												\$8-10m	
10+C	Additional indoor courts			Series de la constante		i								
10+0	Additional Indoor Courts	Provision of Additional Indoor Courts (\$3.2-5.2m 10yrs plus)				1								
		subject to location of recommended priority 6.												
	GLC Aquatic Facility Total			100									\$3.25-5.2m	
Total			2,630,000	602,500	3,450,063	4,010,125	5,455,800	3,130,888	3,057,689	3,144,820	6,418,203	5,467,342	9	37,3
			Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year S	Year 9	Year 10		
			2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30		Gran
	Funding Source						4-2-47							
	Building Asset Renewal Reserve Fund - General Buildings Reserve							450,000	70000000	1,000,000	1,000,000	1,000,000		3,4
	Community Facilities - Airport North Reserve Community Facilities - Busselton Reserve							1,000,000	2,100,000	200,000				3,1
	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		3,1
	Community Facilities - Dunsborough Lakes Reserve		1,000,000				-			744	250,000			1,3
	Community Facilities - Dunsborough Reserve		0.000.0000								125,000			
			180,000		100000									
	Community Facilities - Vasse Reserve				95,000									
	New Infrastructure Development Reserve		700,000		32,000									
	New Infrastructure Development Reserve Parks, Gardens and Reserves Reserve		250,000		10000									
	New Infrastructure Development Reserve Parks, Gardens and Reserves Reserve CSRFF Funding (1/3rd)			100,000	175,000	105.063		110.381		115.969		121,840		(1)
	New Infrastructure Development Reserve Parks, Gardens and Reserves Reserve CSRFF Funding (1/8rd) CSRFF Funding/Other Funding Opeartment of Education - Contribution			100,000	10000	105,063		110,381		115,969	600,000	121,840		5 6
	New Infrastructure Development Reserve Parks, Gardens and Reserves Reserve CSRFF Funding (1/s/m) CSRFF Funding (1/s/m) Department of Education - Contribution Municipal Funding S			100,000	175,000	100,000	102,500	105,063	100,000	102,500	105,063	107,692		1: 5: 6: 7:
	New Infrastructure Development Reserve Parks, Gardens and Reserves Reserve CSRFF Funding (1/8rd) CSRFF Funding/Other Funding Opeartment of Education - Contribution			100,000	10000		102,500 5,250,000 5,455,000		100,000 750,000 3,057,689					25 17 55 60 72 22,60

16. FINANCE AND CORPORATE SERVICES REPORT

16.1 LAND TENURE OF CROWN LAND ASSOCIATED WITH ARTGEO COMPLEX

STRATEGIC GOAL 6. LEADERSHIP Visionary, collaborative, accountable **STRATEGIC OBJECTIVE** 6.4 Assets are well maintained and responsibly managed.

SUBJECT INDEX Crown Land Management

BUSINESS UNIT Corporate Services

REPORTING OFFICER Senior Leasing and Property Officer - Ann Strang

Manager, Community Services - Maxine Palmer

AUTHORISING OFFICER Manager Governance and Corporate Services - Sarah Pierson

NATURE OF DECISION 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

VOTING REQUIREMENT Simple Majority

ATTACHMENTS Attachment A ArtGeo Complex Site Plan U

COUNCIL DECISION AND OFFICER RECOMMENDATION

C2001/011 Moved Councillor K Cox, seconded Councillor S Riccelli

That the Council:

- 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.

CARRIED 9/0

EN BLOC

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 (Retails 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.



Artgeo Complex - 73157.qgz

17. CHIEF EXECUTIVE OFFICERS REPORT

17.1 <u>COUNCILLORS' INFORMATION BULLETIN</u>

STRATEGIC GOAL 6. LEADERSHIP Visionary, collaborative, accountable

STRATEGIC OBJECTIVE 6.1 Governance systems, process and practices are responsible,

ethical and transparent.

SUBJECT INDEX COUNCILLORS' INFORMATION BULLETIN

BUSINESS UNIT Executive Services

REPORTING OFFICER Reporting Officers - Various

AUTHORISING OFFICER Director Finance and Corporate Services - Tony Nottle

NATURE OF DECISION Noting: the item does not require a decision of Council and is simply

for information purposes and noting

VOTING REQUIREMENT Simple Majority

COUNCIL DECISION AND OFFICER RECOMMENDATION

C2001/012 Moved Councillor K Cox, seconded Councillor S Riccelli

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

CARRIED 9/0

EN BLOC

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.

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
	November Total	\$2,650
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
	December Total	\$2,600.00

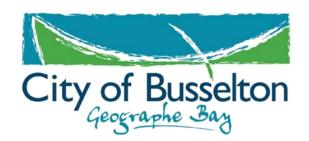
17.1.3 Western Australian Electoral Commission Report

• Western Australian Electoral Commission Report - Ordinary Election 19 October 2019 (Attachment A)

City of Busselton

Ordinary Election

19 October 2019



98

CITY OF BUSSELTON ELECTION REPORT

ORDINARY ELECTIONS 19 OCTOBER 2019

Table of Contents

INTRODUCTION	2
ELECTION TIMETABLE	2
RETURNING OFFICER	2
Appointment	2
Duties	2
Support for Returning Officer	2
ADVERTISING	2
Statutory Advertising	
The Commission Website	
ELECTORAL ROLLS	
Candidate Information USB's	
NOMINATIONS	
PRODUCTION OF ELECTION PACKAGES AND MAIL-OUT	
ISSUE OF REPLACEMENT AND PROVISIONAL VOTING PAPERS	
VOTING PACKAGES RECEIVED	
CHECKING OF POSTAL VOTING PAPERS	
ELECTION DAY	
COUNTING OF VOTES	
DECLARATION OF RESULTS	
REFUND OF NOMINATION FEES	
STORAGE OF ELECTION MATERIAL	
ELECTOR PARTICIPATION	6
CANDIDATE PARTICIPATION	6
UNCLAIMED MAIL	6
LATE MAIL	6
STATUTORY REPORT	6
COMPLAINTS	6
APPENDIX 1: ELECTION TIMETABLE	7
APPENDIX 2: NOTICEBOARD ADVERTISEMENTS	8
APPENDIX 3: REPLACEMENT AND PROVISIONAL ELECTION PACKAGES ISSUED	
APPENDIX 4: RECEIPT OF PACKAGES FROM AUSTRALIA POST	10
APPENDIX 5: ELECTION RESULT	
APPENDIX 6: CHECKING PROCESS AND BALLOT PAPER RECONCILIATION	
APPENDIX 7: ENROLMENT AND VOTER PARTICIPATION	
APPENDIX 8: ELECTOR AND VOTER PARTICIPATION BY AGE	
APPENDIX 9: VOTER PARTICIPATION BY AGE	
APPENDIX 10: VOTER PARTICIPATION BY GENDER	
APPENDIX 11: ELECTOR AND VOTER PARTICIPATION BY ENROLMENT CATEGORY	
APPENDIX 12: CANDIDACY STATISTICS	18



99

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 23 September 2019 to electors

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.



ORDINARY ELECTIONS 19 OCTOBER 2019

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.

noticeboard Appendix 2 shows the advertisements.

The Commission Website

The City of Busselton had a visual presence the Commission's website www.elections.wa.gov.au in terms of address and link to its home page, as seen below. People visiting the Commission's website could view a broad range of electoral information,

- 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 0 0419 799 097

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%	



ORDINARY ELECTIONS 19 OCTOBER 2019

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:

101

WAEC Ordinary Election Report

- 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, Phill 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



102

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.

Di	strict	Expiry of term	Councillors elected
Bus	sselton	21 October 2023	CRONIN, Phill RICCELLI, Sue COX, Kate PAINE, Ross CARTER, Paul Thomas
Bus	sselton	16 October 2021	BARRETT-LENNARD, Jo



ORDINARY ELECTIONS 19 OCTOBER 2019

Appendix 5 contains complete details of the

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 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

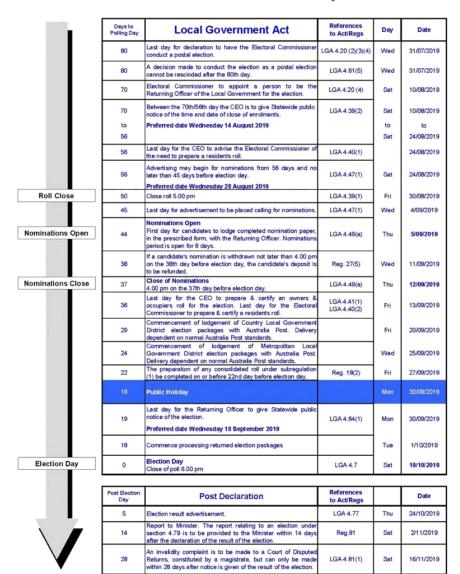
Several complaints were raised during the election period predominately related to the use of social media or the authorisation of election These matters were competently material. handled locally by the Returning Officer with support from the Commission. All matters were successfully resolved within a timely manner.

ORDINARY ELECTIONS 19 OCTOBER 2019

Appendix 1

Election Timetable

POSTAL ELECTION TIMETABLE 2019 Local Government Ordinary Election





ORDINARY ELECTIONS 19 OCTOBER 2019

Appendix 2

Noticeboard advertisements











ORDINARY ELECTION 19 OCTOBER 2019

Appendix 3

Replacement and Provisional Election Packages Issued

DISTRICT	Replacement Election Packages	Provisional Election Packages
Busselton	78	0
Total	78	0

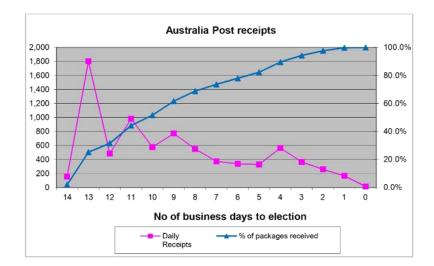


ORDINARY ELECTIONS 19 OCTOBER 2019

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%





ORDINARY ELECTION 19 OCTOBER 2019

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%)	
Total Valid Votes	43509		
Informal	127	(0.29%)	
Total Votes Received	43636		



CITY OF BUSSELTON **ELECTION REPORT**

ORDINARY ELECTION 19 OCTOBER 2019

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%
Total envelopes to be checked	8,632	30.9%

Elector certificate check		
Rejected - declaration not signed	100	0.4%
Rejected - person ineligible	0	0.0%
Total ballot paper envelopes to be opened	8,532	30.5%

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%
Ballot papers admitted to count	8,523	30.5%

Count of ballot papers

Total ballot papers counted	8,523	30.5%
Informal ballot papers	127	0.5%
Formal ballot papers	8,396	30.0%



CITY OF BUSSELTON **ELECTION REPORT**

ORDINARY ELECTION 19 OCTOBER 2019

Appendix 7

Enrolment and Voter Participation

DISTRICT	Enrolment¹	Voters Participation ²	Percentage Participation
Busselton	27970	8632	30.9%
Not identified ³		86	
Total	27970	8718	31.2%



 ¹ Enrolment - electors at the close of roll, corrections up to close of poll and provisional voters.
 ² Voters participation - returned voting packages (accepted and rejected).
 ³ Electors were unidentifiable because they returned a package with no elector certificate attached.

CITY OF BUSSELTON **ELECTION REPORT**

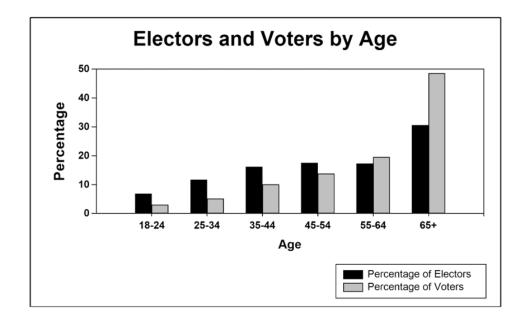
ORDINARY ELECTION 19 OCTOBER 2019

Appendix 8

Elector and Voter Participation by Age

Age	Electors¹	Percentage of Electors	Voters ²	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 ³	0	0.0%	0	0.0%
Not identified⁴			86	
Total	27970	100.0%	8718	100.0%

Elector figures for contested elections only.
 Voters - returned voting packages (accepted and rejected).
 No DOB - Voters for whom a date of birth was not supplied.
 Electors were unidentifiable because they returned a package with no elector certificate attached.





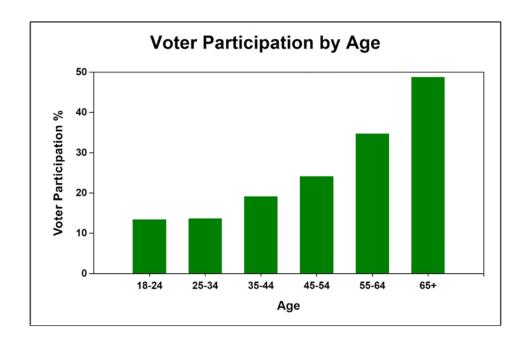
ORDINARY ELECTION 19 OCTOBER 2019

Appendix 9

Voter Participation by Age

							No	
DISTRICT	18-24	25-34	35-44	45-54	55-64	65+	DOB ²	Total
Busselton	257	445	866	1187	1684	4193	0	8632
Not identified ³								86
Total Voters	257	445	866	1187	1684	4193	0	8718
Total Electors	1911	3254	4509	4902	4836	8558	0	27970
Voter Participation	13.4%	13.7%	19.2%	24.2%	34.8%	49.0%		31.2%

Voters - returned voting packages (accepted and rejected).
 No DOB - Voters for whom a date of birth was not supplied.
 Voters were unidentifiable because they returned a package with no elector certificate attached.





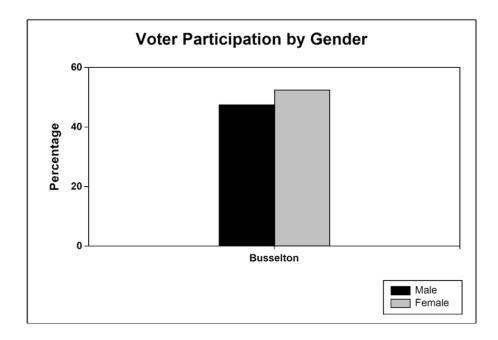
ORDINARY ELECTION 19 OCTOBER 2019

Appendix 10

Voter Participation by Gender

DISTRICT	Male	•	Fema	le	Not	Total
	Number	%	Number	%	Identified1	
Busselton	4101	47.5%	4528	52.5%		8629
Total	4101	47.1%	4528	52.0%	86	8715

¹ Voters were unidentifiable because they returned a package with no elector certificate attached.





ORDINARY ELECTION 19 OCTOBER 2019

Appendix 11

Elector and Voter Participation by Enrolment Category

Electors by Enrolment Category¹

DISTRICT	Resid	Residents		ccupiers	Total
Busselton	27415	98.0%	555	2.0%	27970
Total	27415	98.0%	555	2.0%	27970

Voter Participation by Enrolment Category¹

DISTRICT	Resid	ents	Owners / Od	ccupiers	Total
Busselton	8352	96.8%	280	3.2%	8632
Not identified ²					86
Total	8352	96.8%	280	3.2%	8718



¹ Elector figures for contested elections only.
² 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

Electorate	Number of Candidates
Busselton	14
Total	14

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



ITEMS TO BE DEALT WITH BY SEPARATE RESOLUTION (WITHOUT DEBATE)

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

STRATEGIC GOAL 1. COMMUNITY: Welcoming, friendly, healthy

STRATEGIC OBJECTIVE 1.2 A community with access to life-long health and education

opportunities.

SUBJECT INDEX Local Planning Scheme 21 Amendments

BUSINESS UNIT Strategic Planning

REPORTING OFFICER Senior Strategic Planner - Helen Foulds

AUTHORISING OFFICER Director, Planning and Development Services - Paul Needham

NATURE OF DECISION Legislative: to adopt legislative documents e.g. local laws, local

planning schemes, local planning policies

VOTING REQUIREMENT Simple Majority

ATTACHMENTS Attachment A Subject Land Parcels 1

Attachment B Proposed Scheme Amendment Map 1

DISCLOSURE OF INTEREST			
Date	29 January 2020		
Meeting	Council		
Name/Position	Cr Grant Henley, Mayor		
Item No./Subject	13.1, 'Amendment No. 44 to Local Planning Scheme No. 21 – RSL(WA) Hub		
	– Causeway Road, Busselton – Consideration for Initiation for Advertising		
Type of Interest	Impartiality Interest		
Nature of Interest	I declare an Impartiality Interest in relation to Agenda Item 13.1 as I am a financial member of the RSL(WA) Busselton sub-branch. As a consequence, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider the item on its merits		
	and vote or act accordingly.		

COUNCIL DECISION AND OFFICER RECOMMENDATION

C2001/013 Moved Deputy Mayor K Hick, seconded Councillor J Barrett-Lennard

That the Council:

- 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		The following land uses are 'P' Permitted: a. Aged Persons Home;	 Development is limited to a total plot ratio of 2.0. Notwithstanding Clause 4.8 	

Lot 49 (No. 28) Causeway Road, Busselton;

Lot 69 (No. 10) Rosemary Drive, Busselton; and

Lot 100 (No. 15) Southern Drive, Busselton.

- 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.

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.

- 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 State Planning Policy 7.3: Residential Design Codes Volume 2 Apartments.
- (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.

CARRIED 9/0

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 5,436m2 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, $200m^2$ office space and $150m^2$ 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	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; g. Serviced Apartments.	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.
		The following land uses are "D" Discretionary: a. Medical Centre; b. Reception Centre; and c. Office.	 3. 	Council may approve incidental or ancillary uses to those listed where the use is consistent with the objective of this Special Use. Development is limited to a total plot ratio area of 2.0.
		The following land uses may be permitted only where ancillary, subsidiary or incidental to the predominant use for which the approval is sought:	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.
		a. Tavern; and b. Restaurant/Café.	5.	Development within 10m of a lot boundary which abuts land zoned Residential, is limited to 2 storeys (to maximum height of 9.0m).
			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).

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).

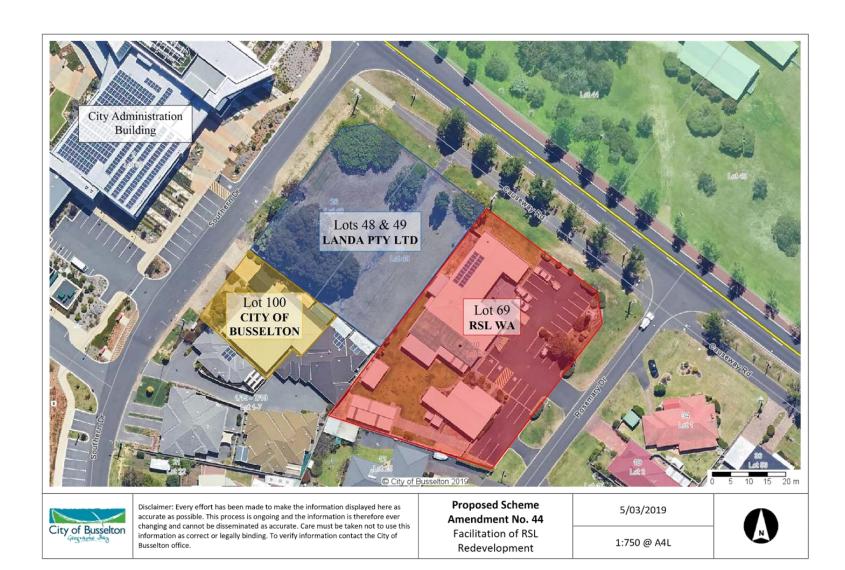
It is not considered that any of the above-mentioned options would be warranted in this instance.

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.

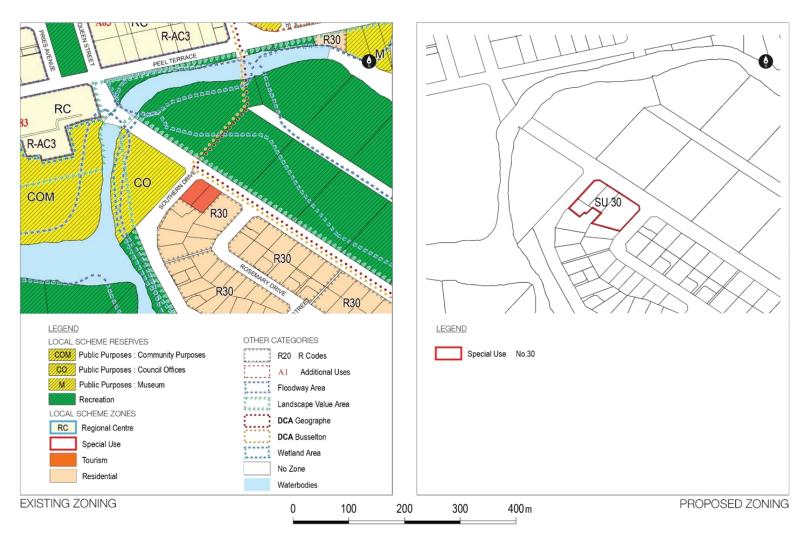
TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

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.



Council

13.1



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

At this juncture, the Mayor sought approval and Council agreed that the below reports, which require an absolute majority of Council, including the Officers' Recommendations, will be adopted en bloc, i.e. all together:

COUNCIL DECISION

C2001/014 Moved Councillor L Miles, seconded Councillor P Cronin

That the Officer Recommendations in relation to the following agenda items be carried en bloc:

- 14.1 RFT 22-9 BUSSELTON COASTAL ADAPTATION WORKS 2019/2020
- 14.3 RFT 25-19 BUSSELTON SENIOR CITIZENS CENTRE UPGRADE AND EXPANSION
- 14.5 RFT 14-19 DESIGN AND TECHNICAL SERVICES BUSELTON ENTERTAINMENT ARTS AND CULTURAL HUB

CARRIED 9/0

EN BLOC

BY ABSOLUTE MAJORITY

14. ENGINEERING AND WORK SERVICES REPORT

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

STRATEGIC GOAL 3. ENVIRONMENT Valued, conserved and enjoyed

STRATEGIC OBJECTIVE 3.2 Natural areas and habitats are cared for and enhanced for the

enjoyment of current and future generations.

SUBJECT INDEX Coastal Adaptation

BUSINESS UNIT Engineering and Facilities Services

REPORTING OFFICER
AUTHORISING OFFICER
Manager, Engineering and Technical Services - Daniell Abrahamse
Manager, Engineering and Technical Services - Daniell Abrahamse
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

VOTING REQUIREMENT Absolute Majority

ATTACHMENTS Attachment A Published Under Separate Cover Confidential

Attachment A - Confidential RFT22/19 Tender Recommendation Report, Evaluations and Panel

Consensus Score Sheet

COUNCIL DECISION AND OFFICER RECOMMENDATION

C2001/015 Moved Councillor L Miles, seconded Councillor P Cronin

That the Council:

- 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 (\$)
Revenue				
510-C2523-1215- 0000	Capital Grants – Broadwater Beach Coastal Protection Stage 2 of 4	(150,000)	150,000	0
Expenditure				
510-C2523-3280- 0000	Proposed Contractor Costs – Broadwater Beach Coastal Protection Stage 2 of 4	300,000	(90,000)	210,000

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

CARRIED 9/0

EN BLOC

BY ABSOLUTE MAJORITY

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:

Company	Summary
	The submission, addressed all five of the qualitative criteria in detail, for a summary of this see below:-
	 Relevant Experience The tenderer submitted a summary of five similar type projects. Four of these were done in Busselton.
1. BCP Contractors Pty Ltd	 <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).
	 Key Personnel skills and experience The tenderer provided detailed resumes of nine (9) key staff members that will be directly involved in delivering the project brief.

		 Tenderers Resources 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 Demonstrated Understanding 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.
2.	Cape to Cape Excavations Pty Ltd	The submission, also addressed all five of the qualitative criteria in detail, for a summary of this see below:- • Relevant Experience The tendered 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. • Local Benefit 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. • Key Personnel skills and experience 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. • Tenderers Resources 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. • Demonstrated Understanding The tenderer provided a very detailed breakdown of their construction methodology.

The submission only addressed four of the five qualitative criteria in detail, for a summary of this see below:-Relevant Experience The tenderer submitted a detailed summary of three (3) similar type projects completed, as per the project brief. Local Benefit Nil, as the tenderer is a Perth based company. Key Personnel skills and experience The tenderer provided details of the company that currently employs eighty three (83) full time staff members. The tenderer however only submitted Natural Area Holdings Pty 3. detailed resumes of four (4) key staff members that will be directly involved with the project. **Tenderers Resources** 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. **Demonstrated Understanding** 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.

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 Transports 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 (\$)
Revenue				
510-C2523-1215-0000	Capital Grants – Broadwater Beach Coastal Protection Stage 2 of 4	(150,000)	150,000	0

Expenditure				
510-C2523-3280-0000	Proposed Contractor Costs - Broadwater Beach Coastal Protection Stage 2 of 4	300,000	(90,000)	210,000
Reserve				
102-9103 Transfer from Climate Adaptation Reserve		(150,000)	(60,000)	(210,000)
Net Total		\$0	\$0	\$0

Stakeholder Consultation

The RFT was advertised in the 'West Australian' newspaper on the 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.
- 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.

14.3 RFT25-19 BUSSELTON SENIOR CITIZENS CENTRE UPGRADE AND EXPANSION

STRATEGIC GOAL 1. COMMUNITY: Welcoming, friendly, healthy

STRATEGIC OBJECTIVE 1.3 A community with access to a range of cultural and art, social and

recreational facilities and experiences.

SUBJECT INDEX Tenders

BUSINESS UNIT Major Projects and Facilities

REPORTING OFFICER Manager Major Projects and Facilities - Eden Shepherd

AUTHORISING OFFICER Manager, Engineering and Technical Services - Daniell Abrahamse

NATURE OF DECISION Executive: substantial direction setting, including adopting strategies, plans and policies (excluding local planning policies) tenders setting

plans and policies (excluding local planning policies), tenders, setting and amending budgets, funding, donations and sponsorships,

reviewing committee recommendations

VOTING REQUIREMENT Absolute Majority

ATTACHMENTS Attachment A Published Under Separate Cover Confidential

Attachment - Evaluation & Recommendation report

CONFIDENTIAL

COUNCIL DECISION AND OFFICER RECOMMENDATION

C2001/016 Moved Councillor L Miles, seconded Councillor P Cronin

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);
- 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.

CARRIED 9/0

EN BLOC

BY ABSOLUTE MAJORITY

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

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.
- 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.

14.5 <u>RFT14-19 DESIGN AND TECHNICAL SERVICES – BUSSELTON ENTERTAINMENT ARTS AND</u> CULTURAL HUB

STRATEGIC GOAL 1. COMMUNITY: Welcoming, friendly, healthy

STRATEGIC OBJECTIVE 1.3 A community with access to a range of cultural and art, social and

recreational facilities and experiences.

SUBJECT INDEX Tenders

BUSINESS UNIT Major Projects and Facilities

REPORTING OFFICER Manager Major Projects and Facilities - Eden Shepherd

AUTHORISING OFFICER Manager, Engineering and Technical Services - Daniell Abrahamse

NATURE OF DECISION 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

VOTING REQUIREMENT

Absolute Majority

ATTACHMENTS 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

COUNCIL DECISION AND OFFICER RECOMMENDATION

C2001/017 Moved Councillor L Miles, seconded Councillor P Cronin

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.

CARRIED 9/0

EN BLOC

BY ABSOLUTE MAJORITY

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
- 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	Forecast project budget
	Fees Lump Sum	
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 1,000m² 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/m2 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 a 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/m2 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/m2 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/m2 (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	
Total	\$10,970,000	
Funding Grant RGF		
Design & Construction	\$10,350,000	
Total Budget	\$21,320,000	

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.

14.4 RFQ 72-19 KING STREET ROAD AND FOOTPATH UPGRADE

STRATEGIC GOAL6. LEADERSHIP Visionary, collaborative, accountable **STRATEGIC OBJECTIVE**6.4 Assets are well maintained and responsibly managed.

SUBJECT INDEX Request for Quotation

BUSINESS UNIT Operation and Works Services

REPORTING OFFICER Manager, Operation and Works Services - Matthew Twyman

AUTHORISING OFFICER Manager, Engineering and Technical Services - Daniell Abrahamse

NATURE OF DECISION 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

VOTING REQUIREMENT Absolute Majority

ATTACHMENTS Attachment A Published Under Separate Cover Confidential

RFQ72/19 Evaluation and Recommendation Report

DISCLOSURE OF INTEREST			
Date	29 January 2020		
Meeting	Council		
Name/Position	Cr Grant Henley, Mayor		
Item No./Subject	14.4 'RFQ 72-19 King Street Road and Footpath Upgrade'		
Type of Interest	Impartiality Interest		
Nature of Interest	I declare an Impartiality Interest in relation to Agenda Item 14.4 as I own a property at 8 Swan Street, Busselton, which is located adjacent to the Lou Weston Ovals, which has King Street as its eastern boundary (although not to the extent of a proximity interest). As a consequence, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider the item on its merits and vote or act accordingly.		

COUNCIL DECISION AND OFFICER RECOMMENDATION

C2001/018 Moved Councillor P Carter, seconded Councillor R Paine

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.

CARRIED 9/0

BY ABSOLUTE MAJORITY

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

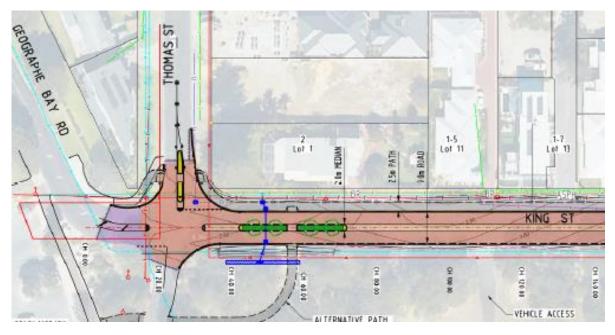
King Street is used as one of the main thoroughfares to Geographe Bay beach, the foreshore, Geographe Bay Yacht Club and to obtain direct access to Lou Weston ovals. Large numbers of pedestrians walk to and from Bussell Highway and recent traffic counts indicate 1,300 motor vehicles per day use this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

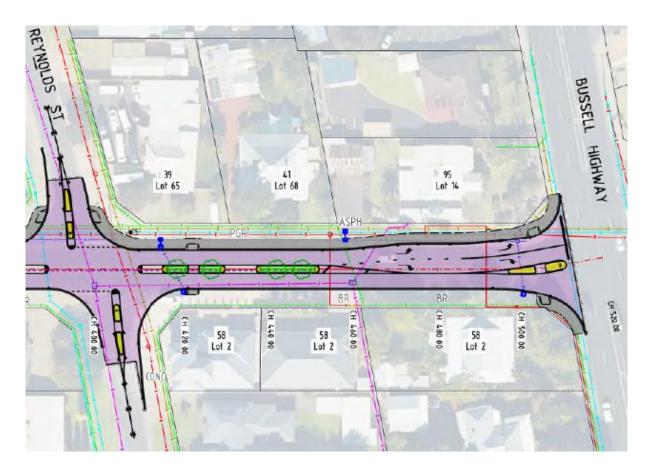
The key reconstruction strategies for King Street include:

- 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)	BCP presented the highest price of the three quotes provided. 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. BCPs Gantt chart shows a staged plan to meet delivery timeframes.
2.	Leeuwin Civil (LC)	LC presented the lowest price of the three quotes. 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.
3.	Cowara Contractors (Cowara)	Cowara presented the second highest price of the three quotes provided. 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. 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.

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 contact 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.

15.2 MARKETING AND EVENTS REFERENCE GROUP OUTCOMES

STRATEGIC GOAL 4. ECONOMY Diverse, resilient, prosperous

STRATEGIC OBJECTIVE 4.3 Events and unique tourism experiences that attract visitors and

investment.

SUBJECT INDEXEvents SponsorshipBUSINESS UNITCommercial Services

REPORTING OFFICER Events Coordinator - Peta Tuck

AUTHORISING OFFICER Director, Community and Commercial Services - Naomi Searle

NATURE OF DECISION 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

VOTING REQUIREMENT Absolute Majority

ATTACHMENTS Nil

DISCLOSURE OF INTEREST			
Date	29 January 2020		
Meeting	Council		
Name/Position	Cr Lyndon Miles		
Item No./Subject	15.2 'Marketing and Events Reference Group Outcomes'		
Type of Interest	Impartiality Interest		
Nature of Interest	I declare an Impartiality Interest in relation to Agenda Item 15.2 as I am on the Board of the Busselton Jetty Swim, a recipient of funding allocated by the Events and Marketing Budget. As a consequence, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider the item on its merits and vote or act accordingly.		

COUNCIL DECISION AND OFFICER RECOMMENDATION

C2001/019 Moved Councillor S Riccelli, seconded Councillor P Carter

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	\$2,000
Open	
Busselton Tennis Club – March	\$2,000
Open	
Trans Cape Swim Run	\$5,000
Junior Beetles Rugby - Junior	\$2,000
10's competition	
Busselton Jetty Swim - Silver	\$2,500
Celebration Exhibition	
Busselton Squid Fest - seed	\$5,000
funding	
Busselton Festival of Triathlon	\$55,000 (+ up to \$5,000 in kind)
Totals 2019/20	\$81,500 (+\$7,000 in kind)

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:

aabeto.		
Event	Officer Recommendation	
WA Pedal Prix	2020/21 \$20,000	
	2021/22 \$19,000	
	2022/23 \$18,000	
Totals 2020/21	2020/21 \$20,000	

CARRIED 9/0

BY ABSOLUTE MAJORITY

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	\$4,000 cash
	traffic management and	(+ up to \$2,000 in-kind traffic
	event fees	management and event fees)
Busselton Tennis Club –	\$3,000	\$2,000
Junior Open		
Busselton Tennis Club –	\$3,000	\$2,000
March Open		
Trans Cape Swim Run	\$5,000	\$5,000
Junior Beetles Rugby – Junior	\$15,000	\$2,000
10's competition		
Busselton Jetty Swim – Silver	\$2,500	\$2,500
Celebration Exhibition		
Busselton Squid Fest – seed	\$5,000	\$5,000
funding		

Busselton	Festival	of	\$55,000	\$55,000
Triathlon				(+ up to \$5,000 in-kind)
Totals 2019/20		\$116,500	\$81,500 (+\$7,000 in kind)	

Application for multi-year funding commencing in 2020/21:

Event	Requested	Officer Recommendation
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
Totals 2020/21	2020/21 \$25,000	2020/21 \$20,000

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.

ITEMS FOR DEBATE

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

STRATEGIC GOAL 6. LEADERSHIP Visionary, collaborative, accountable **STRATEGIC OBJECTIVE** 6.4 Assets are well maintained and responsibly managed.

SUBJECT INDEX Tenders

BUSINESS UNIT Facilities Services

REPORTING OFFICER Facilities Maintenance Coordinator - John Farrier

AUTHORISING OFFICER Manager, Engineering and Technical Services - Daniell Abrahamse

NATURE OF DECISION 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

VOTING REQUIREMENT Absolute Majority

ATTACHMENTS Attachment A Published Under Separate Cover Confidential

RFT15-19 Evaluation & Recommendation Report

OFFICER RECOMMENDATION

That the Council:

- 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);
- 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.

COUNCIL DECISION AND AMENDED RECOMMENDATION

C2001/020 Moved Councillor P Cronin, seconded Councillor S Riccelli

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);
- 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; and
- 3. Subject to resolutions 1 and 2, acknowledges that the CEO is authorised to enter into a contract for a term of 3 years plus two 1-year optional extensions with the Successful Tenderer for supply of the relevant goods and services.

CARRIED 9/0

Reasons: To provide greater clarity with respect to the tender contract term.

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	
		Very detailed, very specific, the evaluation panel could	
1.	Shorewater Marine	not fault the submission provided. Scored very highly	
		all criterion.	
2	SMC Marine Pty Ltd	Comprehensive in detail, scored highly in most	
2.	Sivie ividilile i ty Eta	criterion.	
2	Franmarine Underwater	Average submission and score	
3.	Services Pty Ltd	Twerage 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:

- 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.

16.2 <u>RESPONSE TO MOTION - GENERAL MEETING OF ELECTORS 2 DECEMBER 2019 - PERFORMING ARTS CENTRE</u>

STRATEGIC GOAL 6. LEADERSHIP Visionary, collaborative, accountable

STRATEGIC OBJECTIVE 6.1 Governance systems, process and practices are responsible,

ethical and transparent.

SUBJECT INDEX Motion

BUSINESS UNIT Community and Commercial Services

REPORTING OFFICER Director, Community and Commercial Services - Naomi Searle

AUTHORISING OFFICER Chief Executive Officer - Mike Archer

NATURE OF DECISION 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

VOTING REQUIREMENT Simple Majority

ATTACHMENTS 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.

COUNCIL DECISION AND AMENDED RECOMMENDATION

C2001/021 Moved Councillor P Carter, seconded Deputy Mayor K Hick

That the following Motion carried at the General Meeting of Electors, 2 December 2019 (C1912/243), be noted by Council and that, given the extensive consultation undertaken since 2007 in relation to the development and location of a performance arts centre, 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.

CARRIED 9/0

Reasons:

The development of a performing arts centre has long been an aspiration of the community. Since 2007, there have been a number of reports prepared, significant community consultation undertaken and numerous formal considerations of Council that has resulted in the City securing funding to develop a performing arts centre on lots 43 and 44 Queen Street. Further consultation will delay the project and potentially jeopardise funding that has been secured to make this project a reality.

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 (BPACCWG) 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 BPACCWG 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 <u>RESPONSE TO MOTION - GENERAL MEETING OF ELECTORS 2 DECEMBER 2019 - BUSSELTON</u> TOURIST BUREAU

STRATEGIC GOAL 6. LEADERSHIP Visionary, collaborative, accountable

STRATEGIC OBJECTIVE 6.1 Governance systems, process and practices are responsible,

ethical and transparent.

SUBJECT INDEX Motion

BUSINESS UNIT Community and Commercial Services

REPORTING OFFICER Director, Community and Commercial Services - Naomi Searle

AUTHORISING OFFICER Chief Executive Officer - Mike Archer

NATURE OF DECISION 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

VOTING REQUIREMENT Simple Majority

ATTACHMENTS Nil

DISCLOSURE OF INTEREST		
Date	29 January 2020	
Meeting	Council	
Name/Position	Cr Kelly Hick – Deputy Mayor	
Item No./Subject	16.3 'Response to Motion' General Meeting of Electors 2 December 2019 –	
	Busselton Tourist Bureau	
Type of Interest	Impartiality Interest	
Nature of Interest	I declare an Impartiality Interest in relation to Agenda Item 16.3 as I am the owner of Dunsborough Ridge Retreat, a member of the Margaret River Tourism Association.	
	As a consequence, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider the item on its merits and vote or act accordingly.	

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.

COUNCIL DECISION AND AMENDED RECOMMENDATION

C2001/022 Moved Councillor G Henley, seconded Councillor R Paine

 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 with respect to re-establishing the Busselton Tourist Bureau:

That the Council initiate proceedings to re-establish the Busselton Tourist Bureau, and that this initiative comes from Council level.

2. That the CEO write to the MRBTA communicating Council's desire to continue to participate in discussions about the region's branding strategy and reiterate its support for the use of location based sub-brand identities within the City of Busselton district, in association with an umbrella brand identity.

Reasons:

While supportive of the officer recommendation, and more broadly of a regional umbrella brand, it is important that localities within the City of Busselton are promoted as tourist attractions and key brands in their own right.

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:

- 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;
- 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 Geographe 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:

- 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 <u>RESPONSE TO MOTION - GENERAL MEETING OF ELECTORS 2 DECEMBER 2019 - WEATHER</u> STATION

STRATEGIC GOAL 6. LEADERSHIP Visionary, collaborative, accountable

STRATEGIC OBJECTIVE 6.1 Governance systems, process and practices are responsible,

ethical and transparent.

SUBJECT INDEX Motion

BUSINESS UNIT Corporate Services

REPORTING OFFICER Manager Governance and Corporate Services - Sarah Pierson

AUTHORISING OFFICER Chief Executive Officer - Mike Archer

NATURE OF DECISION Advocacy: to advocate on its own behalf or on behalf of its

community to another level of government/body/agency

VOTING REQUIREMENT Simple Majority

ATTACHMENTS Nil

OFFICER RECOMMENDATION

That the Council:

 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.

COUNCIL DECISION AND AMENDED RECOMMENDATION

C2001/023 Moved Deputy Mayor K Hick, seconded Councillor L Miles

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;

- 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; and
- Additionally request the CEO to write to the Bureau of Meteorology seeking the establishment of a weather station at a suitable and central location in the Dunsborough town centre.

CARRIED 9/0

Reasons:

The weather at Cape Naturaliste, in most circumstances, bears little resemblance to the weather patterns in Dunsborough town and surrounding areas. As such, it would also be valuable to have an alternative weather station to that at Cape Naturaliste for the Dunsborough and surrounding areas.

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.

18.	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN			
	Nil			

19. **URGENT BUSINESS**

Nil

20. <u>CONFIDENTIAL REPORTS</u>

Nil

21. <u>CLOSURE</u>

The Presiding Member closed the meeting at 5.51pm.

THESE MINUTES CONSISTING OF PAGES 1 TO 183 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON WEDNESDAY, 12 FEBRUARY 2020.

DATE:	PRESIDING MEMBER:	