City of Busselton
Geographe Bay

# Council Agenda

## *14 September 2016*

**ALL INFORMATION AVAILABLE IN VARIOUS FORMATS ON REQUEST**

**CITY OF BUSSELTON**

**MEETING NOTICE AND AGENDA – 14 SEPTEMBER 2016**

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**TO:** **THE MAYOR AND COUNCILLORS**

**NOTICE** is given that a meeting of the Council will be held in the Meeting Room One, Community Resource Centre, 21 Cammilleri Street, Busselton on Wednesday, 14 September 2016, commencing at 5.30pm.

Your attendance is respectfully requested.



**MIKE ARCHER**

**CHIEF EXECUTIVE OFFICER**

2 September 2016

**CITY OF BUSSELTON**

**AGENDA FOR THE COUNCIL MEETING TO BE HELD ON 14 SEPTEMBER 2016**

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## 1. DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

## 2. ATTENDANCE

**Apologies**

**Approved Leave of Absence**

Nil

## 3. PRAYER

The Prayer will be delivered by Pastor Lee Sykes of Cornerstone Church.

## 4. PUBLIC QUESTION TIME

**Response to Previous Questions Taken on Notice**

**Public Question Time**

## 5. ANNOUNCEMENTS WITHOUT DISCUSSION

**Announcements by the Presiding Member**

**Announcements by other Members at the invitation of the Presiding Member**

## 6. APPLICATION FOR LEAVE OF ABSENCE

## 7. PETITIONS AND PRESENTATIONS

## 8. DISCLOSURE OF INTERESTS

## 9. CONFIRMATION AND RECEIPT OF MINUTES

**Previous Council Meetings**

9.1 Minutes of the Council Meeting held 24 August 2016

**RECOMMENDATION**

That the Minutes of the Council Meeting held 24 August 2016 be confirmed as a true and correct record.

**Committee Meetings**

9.2 Minutes of the Policy and Legislation Committee Meeting held 18 August 2016

**RECOMMENDATION**

1) That the minutes of the Policy and Legislation Committee Meeting held 18 August 2016 be received.

2) That the Council notes the outcomes from the Policy and Legislation Committee Meeting held 18 August 2016 being:

a) The Revised Events Policy for the City of Busselton item is presented for Council consideration at item 10.1 of this agenda.

b) The Revised Asset Management Policy item is presented for Council consideration at item 10.2 of this agenda.

c) The Review of Building Insurance Policy item is presented for Council consideration at item 10.3 of this agenda.

d) The general discussion item on Geographe Leisure Centre Benchmarks is noted.

9.3 Minutes of the Capes Region Organisation of Councils (CapeROC) Meeting held 19 August 2016

**RECOMMENDATION**

1) That the minutes of the Capes Region Organisation of Councils (CapeROC) Meeting held on 19 August 2016 be received.

2) That the Council notes the outcomes from the Capes Region Organisation of Councils (CapeROC) Meeting held 19 August 2016 being:

a) Officers provided updates in relation to Tourism Directional Signage, the Regional Waste Facility, Shire of Augusta Margaret River & City of Busselton's Economic Development Strategies and were supportive of the Calendar of Events $18,500 costing option presented.

b) CapeROC endorsed the allocation of $3,000 for stage 1 of the Margaret River Wine Industry entry statement project.

c) Officers provided updates in relation to the Busselton Margaret River Regional Airport, Busselton Foreshore and Administration Building Projects, and Waste Management.

9.4 Minutes of the Airport Advisory Committee Meeting held 24 August 2016

**RECOMMENDATION**

1) That the minutes of the Airport Advisory Committee Meeting held 24 August 2016 be received.

2) That the Council notes the outcomes from the Airport Advisory Committee Meeting held 24 August 2016 being:

a) The Airport Update item is presented for Council consideration at item 10.4 of this agenda.

## 10. REPORTS OF COMMITTEE

10.1 Policy and Legislation Committee - 18/08/2016 - REVISED EVENTS POLICY FOR THE CITY OF BUSSELTON

| | |
|---|---|
| **SUBJECT INDEX:** | Events Policy |
| **STRATEGIC OBJECTIVE:** | A City recognised for its high quality events and year round tourist offerings. |
| **BUSINESS UNIT:** | Commercial Services |
| **ACTIVITY UNIT:** | Events |
| **REPORTING OFFICER:** | Events Coordinator - Peta Tuck |
| **AUTHORISING OFFICER:** | Director, Community and Commercial Services - Naomi Searle |
| **VOTING REQUIREMENT:** | Simple Majority |
| **ATTACHMENTS:** | Attachment A Current Event Policy with changes tracked |

**This item was considered by the Policy and Legislation Committee at its meeting on 18 August 2016, the recommendations from which have been included in this report.**

**PRÉCIS**

The City of Busselton's Events Policy has been reviewed and updated as part of the ongoing organisational review of policies. The revised policy incorporates Events Policy, Surfing Events and Competitions Policy, and the Meelup Regional Park Specific Event Conditions into one consolidated Policy. This report presents the revised Events Policy for Council's consideration prior to being made available to event organisers with information on the event application and approval processes for events held within the City of Busselton, and guidelines for the sponsorship of events through the City of Busselton.

**BACKGROUND**

The existing Events Policy was adopted by Council on 12 April 2006 (C0604/105) to manage the application and approval process for all types of events.

The original policy came about following an increase in the statutory approvals required for events, often involving various directorates within the City which caused a level of confusion for applicants, as well as exposing the City to risk if an approval of an event was not assessed. Hence, it became apparent that a comprehensive event application package was required to inform applicants of the various approvals required for events and assist the City in meeting its legislative responsibilities.

The preparation of the events application package was a collaborate effort between Local Government Insurance Services and representatives from the then Shires of Busselton, Capel, Dardanup, Donnybrook - Balingup, Harvey and Manjimup. This working group developed the Event Application Package to form a comprehensive document that could be used throughout the six Councils, providing the event industry with a consistent framework for event applications within the South West region. The Event Application Package was then trialled by the various Shires for seven months. During and following the successful trial periods individual Shires implemented the event application package and their specific Event Policies.

Since 2006, the City of Busselton has seen a significant increase in the number and types of events held within the City. The City has a dedicated events team and through the implementation of a differential rate has developed a successful and substantial event sponsorship programme and made funds available for marketing initiatives. Given the increased number of events held within the City since the implementation of the existing Events Policy, it has been necessary to assess the policy to ensure that the information contained was current and relevant to the current regulatory

requirements as well as the City's objectives for events and utilisation of public open spaces and community facilities.
The Events Policy has been updated to include the objectives and goals from the Events Strategy prepared in April 2012, improvements implemented in the event application process and fees and bonds involved in event approvals.

The policy has been revised to include the Surfing Events and Competition Policy (SECP) and the Meelup Regional Park Special Event Conditions to ensure that there is a consistent approach in the way the City assesses and approves event applications as well as ensuring that even organisers meet all City and State legislative requirements.

The existing SECP (policy number 021) was adopted by Council on 22 September 2010 (C1009/319) to manage and administer the number and types of competitive surfing events utilising City of Busselton managed reserves. The intention is to rescind the SECP and incorporate the objectives and requirements associated with running surfing events within the City of Busselton's coastal reserves into the one Events Policy.

Further, City Officers have been working with the Meelup Regional Park Management Committee since 2010 to establish a set of conditions that could be applied to events held within Meelup Regional Park to ensure that the environmental values of the Park continue to be protected. Consideration was given to creating a separate policy to deal with events held within the Park, however Officers believe that it is more efficient to have all event conditions included in the one policy. The Meelup Regional Park Special Event Conditions has been prepared in conjunction with the City's Meelup Environmental Management Officer and the Meelup Regional Management Park Committee ensuring that the environmental sensitivity of the Park as an A Class Reserve has been considered. These conditions will guide event organisers with planning and implementing events to be held within the Park, as well as promoting greater interaction with the City's Meelup Environmental Management Officer resulting in better outcomes for events and the Park.

**STATUTORY ENVIRONMENT**

The following legislation allows Council to approve or assess the following items as outlined in the Event Application Package;

| Legislation | Item |
|---|---|
| Health Act 1911 and Regulations | • Temporary structures<br>• Public Buildings (event location)<br>• Temporary food stalls<br>• Toilets<br>• First Aid<br>• Crowd Control<br>• Risk Management Plans<br>• Water supply |
| Food Act 2008 | • Temporary Food Stalls |
| Environmental Protection Act 1986 and Regulations | • Noise |
| Caravan Parks and Camping Grounds Act 1995 and Regulations | • Temporary onsite camping associated with an event |
| Liquor Licensing Act 1988 and Regulations | • Authorising the service of alcohol associated with an event on Council reserve |
| Local Government Act 1960 and related legislation | • Trading in Public Places<br>• Banner signs or similar types of |

| | |
|---|---|
| | advertising devices<br>• Car parking<br>• Hire City owned land and facilities<br>• Rubbish<br>• Set fees and charges relating to events |
| Road Traffic Act 1974 and Regulations | •Temporary road closures<br>•Traffic Management Plans |
| Explosives and Dangerous Goods Act 1961 | • Fireworks display |

**RELEVANT PLANS AND POLICIES**

The following policies and plans are relevant to this report;

- Surfing Events and Competitions Policy – Reference No. 021
- Events Policy – Reference No. 231

**FINANCIAL IMPLICATIONS**

There are no budgetary considerations required as a result of this report. Fees and charges associated with the event application and legislative approvals are included in the annual Adopted Schedule of Fees and Charges.

**Long-term Financial Plan Implications**

There are no implications for the Long Term Financial Plan as a result of this report.

**STRATEGIC COMMUNITY OBJECTIVES**

This matter aligns with the City of Busselton's endorsed Strategic Community Plan 2013, and principally with the following Strategic Goal:

Well planned vibrant and active places;

- A City where the community has access to quality cultural, recreation, and leisure facilities and services.

**RISK ASSESSMENT**

The recommendations contained within this report are considered low risk and as such a formal risk assessment is not provided.

**CONSULTATION**

The City's Events Team have reviewed the information within the Events Policy in consultation with all relevant City departments and made changes to ensure that current legislations and procedures are contained within the document. Consultation with the City's Environmental Team has resulted in the Policy being updated to include reference to relevant Environmental Management Plans when planning events held in City of Busselton reserves.

Extensive consultation has taken place with the Meelup Regional Park Management Committee regarding the Specific Event Conditions relating to events held in the Meelup Regional Park. Through this consultation a set of conditions that apply to a variety of event types has been developed that will form part of the event application that event organisers must adhere to in the planning and

implementation of their events. The Specific Event Conditions also include a maximum number of trails and site based events that can be held in the Park each year, these limits have been included to ensure that the Park's environmental areas are not threatened through high or frequent usage of the Park. The Meelup Regional Park Special Event Conditions were presented to the Meelup Regional Park Management Committee at its meeting on 26 July 2016 and will be presented to the Council on 10 August 2016.

**OFFICER COMMENT**

Since the endorsement of the current Events Policy in April 2006, the City of Busselton has been increasingly recognised as a desirable location for the staging of a variety of events in the areas of sport, culture and lifestyle. There are currently in excess of 130 events staged within the City of Busselton's boundaries each year.

The specific objectives of this policy are to;

a. Promote and encourage events that enhance a wide variety of opportunities to residents and visitors to the City of Busselton;
b. Ensure that the health and safety of persons attending events in the City of Busselton is considered in all planning;
c. Provide an efficient and timely approval process and response in accordance with the City of Busselton's Customer Service Charter;
d. Ensure compliance with regulatory requirements and standards;
e. Incorporate controls to minimise any adverse impacts of events and protect the amenity of residents in adjoining and nearby properties;
f. Ensure that the environmental, heritage and cultural impacts of events are assessed and appropriate measures are put in place to minimise any adverse impacts;
g. Promote and encourage events that enhance a wide variety of opportunities to residents and visitors to the City of Busselton; and
h. Provide information on the Event Sponsorship program available to event organisers;

The policy provides event organisers with information on the event application processes including detailing the Event Criteria which require approval, the event application procedure and the information that will be considered by the City of Busselton in the assessment and approval process of event applications.

The policy also applies to events held at private premises, when the activities being held there are outside of the current approval of use for that property.

The policy has been updated to include several areas within the City that may require specific event conditions, to ensure the amenity of the location and the mitigation of any potential adverse impacts. These areas are as follows:

- Meelup Regional Park
- Busselton Jetty
- Yallingup Main Break and Smiths Beach
- Busselton and Dunsborough Foreshores
- Cultural Precinct on Queen Street
- City of Busselton reserves that have an existing Environmental Management Plan.

The inclusion of the Meelup Regional Park Specific Event Conditions, which have been developed through considerable consultation with the Meelup Environmental Management Officer and the Meelup Regional Park Management Committee to ensure that events are consistent with the Management Plan; protect the natural environment and enhance visitor satisfaction providing event organisers with a comprehensive guide for before, during and after the event process.

The Surfing Events and Competitions Policy has been incorporated into the Events Policy to manage the use of Yallingup Main Break and Smiths Beach for events. The objective of these specific conditions is to achieve consistency for the staging of surf events; to ensure equitable use of surf locations for recreational and competition surfers; and to minimise damage to and promote recovery of coastal systems.

Incorporating the Meelup Regional Park Specific Event Conditions and the Surfing Events and Competitions Policy into the Events Policy allows Officers to administer the policy in one comprehensive package.

The Policy details information on the fees and charges (as per the Schedule of Fees and Charges) that are applicable to events held within the City of Busselton; further it details that some events may be required to pay a refundable bond if using City of Busselton facilities. The amount charged for these bonds varies according to the facility used, or the activities being undertaken and are listed in the Schedule of Fees and Charges.

The Policy also covers Event Sponsorship with grant funding available to event organisers through the City's Event Sponsorship Programme. This programme is overseen by the Marketing and Events Reference Group, which makes recommendations to Council regarding the level of sponsorship.

With the huge growth in the number and variety of events held within the City, this updated Policy ensures that event organisers receive the most up to date guidelines on staging an event in the City of Busselton, whilst reflecting the values and priority areas of the Council and community.

**CONCLUSION**

Council is provided with an updated Events Policy which combines the revised 'Events Policy', the 'Surfing Events and Competition Policy' and the 'Meelup Regional Park Special Event Conditions'. This Policy is presented to Council for adoption.

**OPTIONS**

Council may choose not to accept the Officers recommendation or to make amendments to the Events Policy.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

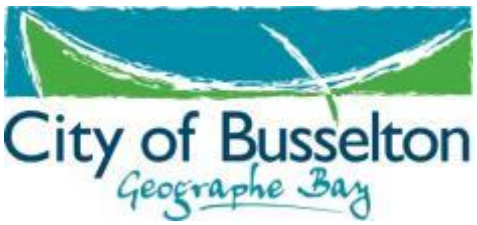
The policy will be effective immediately following Council's endorsement.

**COMMITTEE RECOMMENDATION AND OFFICER RECOMMENDATION**

That the Council:

1. Revokes the Surfing Events and Competition Policy – Reference No. 021.

2. Endorses the updated Events Policy:



**EVENTS POLICY**

**POLICY FOR THE ASSESSMENT OF EVENTS IN THE CITY OF BUSSELTON**

**PURPOSE**

The purpose of this Policy is to provide event organisers with information on the event application and approval process for events to be held in the City of Busselton, and guidelines for the sponsorship of events through the City of Busselton.

The specific objectives of this policy are to;

a. Promote and encourage events that enhance a wide variety of opportunities to residents and visitors to the City of Busselton;
b. Ensure that the health and safety of persons attending events in the City of Busselton is considered in all Planning;
c. Provide an efficient and timely approval process and response in accordance with the City of Busselton's Customer Service Charter;
d. Ensure compliance with regulatory requirements and standards;
e. Incorporate controls to minimise any adverse impacts of events and protect the amenity of residents in adjoining and nearby properties;
f. Ensure that the environmental, heritage and cultural impacts of events are assessed and appropriate measures are put in place to minimise any adverse impacts; and
g. Provide information on the Event Sponsorship program available to event organisers.

The City of Busselton will assess event applications for the conduct of events in accordance with legislative requirements under this policy.

**SCOPE**

This policy applies to all events held within the boundaries of the City of Busselton.

**DEFINITIONS**

For the purpose of this policy the following definitions apply:-

**Event:** An occurrence proposed to be held within the City of Busselton on private or public land, either indoor or outdoor by a person(s)/group/organisation, where people assemble at a given time for entertainment, recreation or community purposes. This includes but is not limited to;

a. Concerts and music festivals
b. Motorsport events, motor vehicle rallies and displays;
c. Sporting events;
d. Cultural and community events;
e. Shows and fairs;
f. Exhibitions, wine and food festivals;
g. Surfing events.

**Event Application Form** for major events, minor events and markets are required to be completed for any proposed event. Event application forms request details of size, nature, date, time, purpose, activities and facilities in relation to the event.

**Event Applicant** means the person, company or organisation, excluding the City of Busselton managed events, who is responsible for organising an event and who makes application to the City of Busselton for approval to stage an event.

**Public Place** means any street, way or place including but not limited to community reserves, facilities, halls or public open space.

**City of Busselton Facility or Reserve** means any property owned or managed (via Management Order) by the City of Busselton and includes buildings, recreation centres, community centres, halls and reserves (passive and active).

**Passive Reserve Area** means a designated reserve area within the City utilised for recreational or community purposes only ie. Mitchell Park, Rotary Park , Lions Park, Signal Park, Busselton Jetty, and City foreshore areas or beaches for water based sports and entertainment events.

**Active Reserve Area** means a designated reserve area within the City that is utilised by sporting bodies, community groups etc for the purpose of conducting sporting fixtures, carnivals etc. ie. Sir Stewart Bovell Oval, Lou Weston Oval, Churchill Park Oval, Barnard Park and Dunsborough Playing Fields.

**BACKGROUND**

**Events Development in the '*Events Capital WA*'**

As a significant contributor to the local economy, as well as enhancing the vibrancy of the community, the attraction and development of events is a key focus of the City of Busselton. Branded **"*Events Capital WA* "**, the City's role in events is to engage and assist event organisers to support a diverse calendar of events, while maintaining the safety and amenity of the community.

**EVENT APPLICATION PROCESS**

If a public gathering requires one (1) or more approvals from the following list of criteria, then it is deemed to be an event and the event organiser is required to submit an Event Application and to obtain the relevant approvals from the City:

**Event Criteria which requires approval**

- Preparation or sale of food to the public;
- Erection of tents and marquees larger than 25m$^2$, stages and other structures for public use;
- Number of patrons attending the event, requiring the issuing of a Certificate of Approval (formally an Accommodation Certificate) in accordance with the Health Act and associated Regulations;
- Potential noise including music, use of amplified equipment, extraordinary vehicle noise;
- Use of or installation of electrical equipment including generators, cabling, extension cords, switches, fuses;
- Trading in a public place - selling, hiring of goods, wares or merchandise in a public place;
- Risk management plan; for events identified as having possible associated risks;
- Changes or interruptions to traffic flow (ie traffic management plans);
- Proposed signage for the event to be erected;
- Sale or consumption of alcohol;
- Additional parking requirements;
- Additional toilet facilities;
- Crowd control or security measures;
- First aid requirements;
- Amusement structures ;
- Water safety plans for water based events;
- Fire management plans; and
- Appropriate level of public liability insurance coverage.

**Where formal event approval is not required**

If the application is a request for the hire of passive or active reserve area or equipment (see definition of passive and active reserve) located within the City of Busselton, formal event approval is not required. However, completion of a Facility Hire Form is required for each occasion.

**Event application procedure**

1. All events, new and annual, must submit an event application at least eight (8) weeks prior to the proposed date of the event; twelve (12) weeks for events to be held in the Meelup Regional Park;

2. Applicants are required to submit a completed Event Application Package to the City of Busselton, consisting of the following:
    a. Event Application Form;
    b. Event Checklist (to be read in conjunction with the 'Event Information for Applicants');
    c. Event Site Plan; and
    d. Complete all relevant Forms included in the Event Application Package and obtain any other approvals as required.

3. All sections of the Event Application Form and Event Checklist must be completed in order for the application to be eligible for assessment;

4. The applicant must submit a Risk Management Plan that complies with the requirements of AS4360 if the event participation deemed to require a Risk Management Plan, as directed by the City of Busselton;

5. The applicant must provide a Certificate of Currency indicating a minimum of $10 million Public Liability Insurance coverage that is valid for the period covering the event date;

6. The applicant must be familiar with the relevant Reserve / Park Environment Management Plan if using City of Busselton reserves and prepare an Event Environmental Management Plan as directed;

7. The City of Busselton may request any additional information to be supplied by applicants in order to ensure comprehensive assessment of the application.

**Assessment of event applications**

The following information will be considered by the City of Busselton in the assessment and approval process of event applications:

1. The nature, size and suitability of the event in relation to the venue requested and the likely impact of the event on the facility;
2. The amenity of the event (including the presence of alcohol);
3. The ability of the facility to accommodate the event at the proposed time of year (taking into consideration weather and the condition of the land, if on a community reserve or public open space);
4. The likely impact on residents as a result of the location of the event (including noise, dust, excessive light, traffic congestion or other adverse effects perceptible outside the venue);
5. The period of time for which the event will operate and the proposed times of operation;
6. Conflict or potential conflict with other events or community use in that location or a surrounding location;

7. The benefits to the City of Busselton community;
8. Reputation of the operator;
9. Risk to natural, heritage and cultural values of the event area or surrounding area; and
10. Any other factors that may be considered necessary in relation to a particular event.

**Fees for Event Approval**

1. All events will attract an application fee in accordance with the City of Busselton's Adopted Schedule of Fees and Charges;
2. The applicant will be advised of any additional fees and charges upon event approval. These must be paid at least seven (7) days prior to the event;
3. Concerts will attract separate fees in accordance with the 'Staging of Concerts' in the City of Busselton's Adopted Schedule of Fees and Charges;
4. Refund of fees will only be considered in the event of a cancellation notice being received at least seven (7) days prior to the event date and may attract an administration fee.

**Bonds for Events**

1. Bonds will be requested for events using City of Busselton facilities, the amount requested will vary depending on the facility used, in accordance with the City of Busselton's Adopted Schedule of Fees and Charges;
2. The Bond money will be refunded in full following the successful completion of the conditions of approval outlined in the City's acknowledgement letter;
3. Failure to comply with any of the conditions specified in Councils acknowledgement letter may result in all or part of the bond money not being refunded to the applicant;
4. Failure to pay the bond money less than seven (7) days prior to the event may result in the event approval being withdrawn.

**THIS POLICY DOES NOT COVER:**

1. Events to be held at:
   a. Educational premises including primary, secondary and tertiary centers; and
   b. Religious centers including churches and worship centers.
2. An event approval is not required providing there is no variation from the following existing approvals:
   a. Conditions associated with a Planning Consent under the City of Busselton Town Planning Scheme.
   b. Approvals as required in accordance with the Health Act 1911 and associated Regulations. However if the event proposed exceeds any established accommodation numbers or differs in nature to any approvals already in place then an event approval is required and the requirements of this Policy apply.

**EVENT VENUES**

Within the City of Busselton there are a number of venues where events are held, ranging from coastal/beach sites, nature reserves and parks, urban and business districts, community halls, sporting grounds, City facilities including the Busselton Cultural Precinct, and private properties and estates.

In addition to the standard event conditions, the following venues require specific conditions to ensure any potential impacts to the location's amenities are minimised or mitigated:

**Meelup Regional Park**

Meelup Regional Park ('the Park') is an A-class reserve vested in the City of Busselton for the purpose of conservation and recreation. The Meelup Regional Park Management Committee has been established by the City of Busselton Council to assist in ensuring that the full range of issues relevant to the making of decisions about the management and promotion of the Park are considered, including environmental, amenity, recreational, community, social, economic and financial considerations.

Required by the Land Administration Act 1997, the Meelup Regional Park Management Plan's vision for the Park is "manage the Park for conservation and environmental enhancement and allow recreation and other uses of the Park to occur to the extent that they do not impair the conservation values of the Park."
Cognisant of this, the following objectives provide guidance in managing events in the Park;

1. Natural systems should be able to sustain the recreation that is occurring or proposed
2. The intensity, frequency, type, duration, timing and distribution of recreational activities may need to be controlled to maintain the amenity of the park and the enjoyment of visitors
3. Recreation planning will seek to foster appreciation of the Park's natural values.

In addition to the general event conditions, specific **Meelup Regional Park Event Conditions** (see Appendix 1) are required to be met to ensure that events are consistent with the Meelup Regional Park Management Plan.

Event organisers utilising Meelup Regional Park must complete the Event Application form and comply with the Meelup Regional Park Specific Event Conditions and any additional conditions that may arise depending on the type of the event to be held. Event organisers will be requested to consult directly with the City of Busselton's Meelup Environment Officer. Approval to proceed with the event will not be given until this consultation process has taken place.

A fee per participant or event may be charged and the event organiser may be required to provide a bond in accordance with the City of Busselton's Adopted Schedule of Fees and Charges.

Events held in Meelup Regional Park are categorised in the following areas:

**1. Trail Based Events**
Trail Based Events generally involve participants walking, running or cycling on designated trails or roads within the Park on a specified day. Trail-based events are subject to the Specific Event Conditions for Meelup Park.

**2. Site Based Events**
Site Based Events generally involve use of a beach and/or adjacent picnic and car park area. They range from relatively small social gatherings to larger scale events. Site-based events, other than wedding ceremonies, school excursions, functions or informal gatherings are subject to the Specific Event Conditions for Meelup Regional Park.

**3. Road Based Events**
Whilst road reserves within the Park are technically not part of the Park, an integrated approach to management of events utilizing or within these road reserves is essential if the Park's values are to be protected and enjoyment of the Park by the broader community is not to be adversely impacted.

Due to the environmental significance of the Meelup Regional Park, the frequency of events is restricted as follows:

1. **Trail Based Events**
   - Maximum of four (4) trail based events per calendar year;
   - No two events occurring within the same month.

2. **Site Based Events**
   - Maximum of four (4) site based events per calendar year;
   - No two (2) events occurring within the same month at the same site.

Wedding ceremonies, school excursions, functions or informal gatherings held in the Park require a booking, completion of a Facility Hire form and payment of a fee (if it applies) through the City of Busselton. Such activities are generally permitted subject to City of Busselton terms and conditions, including non-exclusive use of the location, parking only in designated areas, no damage to coastal or natural environments, no amplified music, no unauthorized consumption of alcohol, and removal of all litter. They will generally only be permitted at Meelup Beach, Castle Bay and Bunker Bay.

**Busselton Jetty**

The Busselton Jetty (Jetty) is vested by the State to the City of Busselton under a Management Order.

For any event to be held or utilising the Busselton Jetty, event organisers are required to complete a specific Jetty event application form which includes applying for a permit to use the Jetty. The Jetty event application form is applicable for water based sporting events, cultural events, functions and community fireworks.

**Yallingup Main Break and Smiths Beach**

In addition to the general event conditions, specific conditions are required for surfing events and/or competitions held at Yallingup and Smiths Beach within a 12 month period to achieve consistency and co-ordination for the staging of surfing events at these locations, and to ensure equitable use of the surf locations by recreational and competition surfers. It also assists to minimise damage, and promote the recovery of coastal systems within the City of Busselton's coastal reserves.

The **Yallingup and Smith Beach Surf Competition Categories** specific event conditions (see Appendix 2) applies to organisations wishing to conduct surfing events and/or competitions at international, national, state or club level and applies to all forms of surf craft including, but not limited to surfboards, wave skis, body boards, wind surfers and kite surfers.

**Busselton and Dunsborough Foreshores**

The Busselton and Dunsborough Foreshores have undergone a significant redevelopment to improve recreational facilities and to add vibrancy and activity to these areas.

Events can be conducted in these foreshore areas under the same conditions as all public space events. However, as they are high usage areas for local residents and visitors, the City may require additional measures to be implemented to ensure equitable access for all users.

**Cultural Precinct on Queen Street**

The Cultural Precinct is located on Queen St between Marine Terrace and Adelaide Street and consists of the Weld Theatre, Art Geo Complex with the ArtGeo Gallery and Courthouse Gallery, and artist studios around the courtyard.

The Cultural Precinct is the preferred location for a future Performing Arts and Convention Centre that will also serve as a venue for meetings, conferences and conventions, further growing the

business tourism market. As an entry point to the foreshore, the Cultural Precinct is central to the promotion of a blended commercial and recreational/cultural experience

**All Other Areas**

All events held in the City of Busselton boundaries require the completion of appropriate event application forms and granting of relevant approvals from within the City and also from external Government agencies including but not limited to; Department of Health, Department of Transport, Department of Racing Gaming and Liquor, and Main Roads WA.

**EVENT SPONSORSHIP**

Recognising the significance that events play in delivering economic and social benefits to the community, and building on the City as the 'Events Capital WA', the City has an Events Sponsorship Programme that is funded through the following sources:

**1. Municipal Funds**

The Council allocates a fixed amount annually towards funding events, these funds are historically allocated to well established, annually recurring events.

**2. Industrial/Commercial Differential Rate**

Industrial and Commercial rated properties across the City directly contribute toward the City's continued support of tourism, marketing and event activities through a Differential Rate. An established Marketing and Events Reference Group makes recommendations to Council with respect to the allocation of funds generated through the Differential Rate specifically towards the funding of events and marketing initiatives.

Event sponsorship can be provided as cash or in-kind contributions and once approved by Council, event organisers are required to enter into a sponsorship agreement with the City under one of the following terms:

**1. Single Year Events**

Events that are held once and not over a consecutive period

**2. Multi-Year Events**

Events that are held on an annual basis over a period of years.

Event sponsorship requests are assessed through the Event Sponsorship Programme against the following criteria:

- Economic impact – the direct and indirect dollars that an event generates to the City of Busselton community;
- Strategic alliance – events that are held within the off-peak shoulder season, and events that are of a cultural nature;
- Media/promotion – the direct and indirect value of marketing and promotional activities;
- Environmental impact – the level of impact on the environment and associated resources; and
- Social benefits – the associated value to the community.

**Post Event Evaluation Reports**

Events sponsored by the City are subject to a funding agreement and a post event evaluation report, within three (3) months of the date of the event outlining the following:

1. General performance and activities of the event;
2. Measure against Key Performance Indicators as per the funding agreement;
3. Economic impact ;
4. Benefit to the local community;
5. Benefit to local businesses; and
6. Media coverage of the event.

Post event evaluation reports will be used to determine if future funding will be approved for event organisers.

**POLICY REVIEW**

The Events Policy will be reviewed every two years.

**HISTORY**

| Council Resolution | Date | Information |
|---|---|---|
| | | Version 2<br>Update to the Events Policy including the incorporation of the Surfing Events Policy and the inclusion of specific requirements for Meelup Regional Park and other locations |
| C0604/105 | 12 April, 2006 | Version 1<br>Note: This policy incorporates concerts and therefore the concerts policy (073/2) was revoked as part of the adoption of the Events policy. |

**Appendix 1 - Meelup Regional Park Specific Event Conditions**

These specific event conditions apply to events proposed for specific sites, trails or roads within Meelup Regional Park (the 'Park'). The conditions outlined below are based on the provisions of the Meelup Regional Park Management Plan (the 'Management Plan'), and all events in the Park must comply with the Management Plan.

**Pre-event information from event organisers**

The event organisers are to:

1. Apply to the City for the proposed event at least 12 weeks prior to the event, to allow for consideration and assessment by the City after consultation with the Meelup Regional Park Committee. (Committee).
2. Contact the City of Busselton's Meelup Environmental Management Officer for guidance on the specific management measures required, and arrange to meet onsite to inspect the event areas.
3. Be familiar and comply with the Management Plan and other guiding documents.

4. Provide an aerial photograph with either: a) the GPS alignments for trail-based and road based events, or b) the boundary within which the event will be held for site-based events.
5. Submit a detailed Event Management Plan addressing:
    a. Date, duration and event location(s);
    b. Participant/competitor numbers and management;
    c. Spectator numbers and management, including proposed locations for spectators;
    d. Numbers and management of officials, marshals, volunteers and support vehicles;
    e. Details of road closures and/or traffic management measures, including locations and duration;
    f. If exclusive use of a site, trail or road within the Park is required, detail how it will be managed;
    g. Evidence of the event organiser's track record, business and environmental ethics
    h. Details and outcomes of consultation with other stakeholders, for example, government agencies, local government, community groups etc.
6. Submit a detailed Environment Management Plan addressing:
    a. Plans for prevention and mitigation of environmental impacts which are relevant to the event such as preventing damage to vegetation, impact on fauna and coastal beach environments;
    b. Dieback and weed management measures
    c. Compatibility of the event with the wider community, Park neighbours and other Park users and how conflict is to be minimised;
    d. Rubbish management
    e. Noise/disturbance to residents, if applicable;
    f. Promotion of the event, including websites, print and other media.
7. Notify the Meelup Environmental Management Officer of any proposed alterations to the requested alignment/venue immediately.
8. Consult with Department of Parks and Wildlife (DPaW) and/or Department of Environment Regulation(DER) regarding activities proposed in the vicinity of declared rare flora, threatened ecological communities, threatened fauna and/or priority ecological communities.
9. Include interpretative material, to be agreed between the City and event organiser, which provides information on the Park's environmental, cultural and recreational values, as part of the event information pack and/or on the event website.
10. As bike riding is prohibited in the Park, ensure that any bike section of the route contained within the Park will not be advertised, published in any publication or circulated in any material or electronic form so as to not promote its use for bike riding.

Further specific conditions may also be required, and this will be assessed on a case by case basis once the event management plan has been submitted.

**During the Event**

The event organisers are to ensure that all participants, marshals, race officials and any support crew are briefed on:

1. Where possible provide an opportunity for the Meelup Environmental Management Officer to address the event participants or provide environmental information on the Park to officials.
2. The natural values of the Park and environmental issues identified in the EMP.
3. That all flora is protected and it is illegal to pick wildflowers or damage vegetation.
4. The principles of Leave No Trace, which must be adhered to at all times while in the Park.
5. That all persons are to remain on designated trails and use authorised access points at all times except in an emergency.
6. For trail-based events, the current prohibited status of riding bicycles in the Park, and the one-off nature of the event allowing bicycles on designated trails in the Park.

7. That areas of the Park are regularly baited with 1080 dried meat baits for feral animal control and that these baits are toxic and should not be handled or ingested.
8. No person is to interfere with existing signage in the Park.
9. Ensure that all promotional material and media information associated with the event directs spectators to areas designated as spectator locations approved by the City prior to the event.
10. Ensure that all competitors, officials, marshals and any other support crew remain on designated tracks and authorized access points at all times except in an emergency.
11. Provide course markers, bunting and/or marshals to ensure competitors do not veer off the course alignment.
12. Ensure that any signage is: a) corflute and at least A3 in size, b) erected in a manner that makes it difficult to remove, and c) replaced if it is removed before or during the event.

**Post-event information/actions**

The event organisers are to:

1. Remove all evidence of the presence of the event within 24 hours of the conclusion of the event, including all signage, litter, markings, flagging tape, bunting, traffic management infrastructure and other materials that have been placed for the event.
2. Submit an event report within three months after the event detailing any event issues including environmental impacts and proposed improvements. You will receive feedback from the City of Busselton on the event including any event management improvements.

**Appendix 2 - Yallingup and Smith Beach Surf Competition Categories**

**Event Categories**
It is imperative that City of Busselton manages the number and types of surfing competitions and events utilising City of Busselton managed land at Yallingup and Smiths Beach. The prescribed number and types of events is as follows:

1. International and National Events (100 + competitors and large spectator component)

   Only **one** (1) International or National event organised in conjunction with Surfing WA, will be approved by the City of Busselton in any one year. Confirmation shall be provided at least 6 months prior to the event date, in order to assess the proposal and exclude other potential events.

2. Major Events (Up to 100 competitors)

   Only **two** (2) major events, organised in conjunction with Surfing WA, comprising of a period of up to four days in duration will be approved by the City of Busselton in any one year.

3. Large Events (50-70 competitors) Ballot System

   Only **two** (2) large events comprising of a period of up to four days in duration will be approved by the City of Busselton in any one year. A 'Surfing Competition Ballot Application Form' will be submitted to City of Busselton by December 1st for the following calendar year.

   Surfing WA and the City of Busselton will jointly assess the application(s) and successful applicants will notified and ask to submit a City of Busselton event application package for the event.

4. Minor Events (0 – 50 competitors) Ballot System

Only **one** (1) minor event in any one year comprising of a period of up to four days in duration will be approved by the City of Busselton in any one year. A 'Surfing Competition Ballot Application Form' will be submitted to City of Busselton by December 1st for the following calendar year. Surfing WA and the City of Busselton will jointly assess the application(s) and successful applicants will notified and ask to submit a City of Busselton event application package for the event.

5. Club Events

Local board riding clubs, such the Indian Ocean Longboard Club and the Yallingup Boardriders, are permitted to conduct their annual round of club events at sites previously nominated with the City of Busselton.

Clubs will be required to complete annually, prior to nominating their seasonal calendar of events, a 'Surfing Club Beach usage application form' for sites controlled by the City of Busselton. Dates for competition, particularly at the 'Yallingup Mainbreak' surf break, need to be included in the 'Surfing Club Beach usage application form.'

6. Traditional Contests and Philanthropic Events
Traditional and Philanthropic contests and events outside this Policy will be continued to be supported for the period that the contests continue to run successfully and with minimum impact of the surfing community.

**Surfing Event and/or Competition Locations**
Whilst there are many surfing locations across the western and northern boundaries of the City, many of these foreshore reserves are either not managed by the City of Busselton or have inadequate facilities to successfully conduct a surfing competition. Below is a table of the nominated sites:

Table 1. Nominated competition sites at City of Busselton Managed Foreshore reserves

| **INTERNATIONAL SITES** | **ADDITIONAL INFRASTRUCTURE REQUIRED** |
|---|---|
| Yallingup Mainbreak | Additional Infrastructure to be provided as directed by the City of Busselton |
| **MAJOR EVENT SITES (70 – 100 COMPETITORS)** | **ADDITIONAL INFRASTRUCTURE REQUIRED** |
| Yallingup / Smiths Beach | Rubbish Bins, Taping off dunes / sensitive areas Environmental Control |
| **LARGE EVENT SITES (50-70 COMPETITORS)** | **ADDITIONAL INFRASTRUCTURE REQUIRED** |
| Yallingup / Smiths Beach | Rubbish Bins, Taping off dunes / sensitive areas Environmental Control |
| **MINOR EVENT SITES (0-50 COMPETITORS)** | **ADDITIONAL INFRASTRUCTURE REQUIRED** |
| Smiths Beach | Rubbish Bins and Toilets |

All sites, at City of Busselton managed foreshore reserves, other than those nominated are to be excluded from competitions. No events are to be held on Public Holiday weekends.

**Number of Annual Events and/or Competitions**
By prescribing a set number of events at the Yallingup and Smiths Beach surf breaks, this policy will allow for a fair and equitable surfing environment for club, competition and recreational surfers alike.

The prescribed number of competitions / events, as per event categories 1 to 5 listed above, from January the 1st to December the 31st of each calendar year will be 13 competitions / events inclusive.

This figure is based on the average of one competition / event per every four weeks at this venue. The prescribed breakdown of these competitions / events includes:

| CATEGORY | ORGANISATION | NUMBER |
|---|---|---|
| CLUB | Yallingup Boardriders | 4 |
| CLUB | Indian Ocean Longboard Club | 4 |
| INTERNATIONAL, MAJOR or LARGE | Surfing Western Australia | 2 |
| TRADITIONAL and PHILANTHROPIC | Yallingup Malibu Classic<br>Taj Small Fries | 2 |
| LARGE or MINOR | Ballot system | 1 |

* any application for an event that is in addition to the number of events allowed in the policy will referred to the Council for consideration

**Approval Procedures**
Please refer to the City of Busselton's Event Policy. The City of Busselton Event Policy outlines in detail the Event Application processes required at the City of Busselton in order to comply with legislative requirements.

# EVENTS POLICY

## POLICY FOR THE ASSESSMENT OF EVENTS IN THE CITY OF BUSSELTON ~~POLICY FOR THE ASSESSMENT OF EVENTS IN THE SHIRE OF BUSSELTON~~

## PURPOSE
~~PREAMBLE / POLICY STATEMENT~~

The purpose of this~~This~~ Policy~~Policy~~ is to provide event organisers with information on the event application and approval process for events to be held in the City of Busselton, and guidelines for the sponsorship of events through the City of Busselton.
~~will be used to manage the application and approval process of all types of events conducted in the Shire of Busselton.~~

~~The Shire of Busselton will assess applications for the conduct of events in accordance with legislative requirements.~~

## ~~OBJECTIVE~~

The specific objectives of this policy are to;
~~The purpose of this Policy is to:~~

a. Promote and encourage events that enhance a wide variety of opportunities to residents and visitors to the ~~Shire~~ City of Busselton;
b. ~~Protect~~ Ensure that the health and safety of persons attending events in the ~~Shire~~ City of Busselton is considered in all Planning;
c. Provide an efficient and timely approval process and response in accordance with the ~~Shire~~ City of Busselton's Customer Service Charter;
d. Ensure compliance with ~~Regulatory~~ regulatory requirements and standards; ~~and~~
e. Incorporate controls to minimise any adverse impacts of events and protect the amenity of residents in adjoining and nearby properties~~.~~;
f. Ensure that the environmental, heritage and cultural impacts of events are assessed and appropriate measures are put in place to minimise any adverse impacts; and
g. Provide information on the Event Sponsorship program available to event organisers.

The City of Busselton will assess event applications for the conduct of events in accordance with legislative requirements under this policy.

## SCOPE
This policy applies to all events held within the boundaries of the City of Busselton.

## DEFINITIONS
For the purpose of this policy the following definitions apply:-

~~DEFINITIONS~~

~~For the purpose of this policy the following definitions apply:-~~

**Event:** An occurrence proposed to be held within the ~~Shire~~ City of Busselton on private or public land, either indoor or outdoor by a person(s)/group/organisation, where people assemble at a given time for entertainment, recreation or community purposes, ~~and shall~~This includes but is not limited to~~:~~;

a. Concerts and music festivals
b. ~~Vehicle Rally's~~ Motorsport events, motor vehicle rallies and displays
c. ~~One off sporting events - Ironman, Half Ironman, Exhibition events (eg Eagles v's Dockers), Jetty Swim, Cycling Criteriums, Marathons,~~Sporting events
~~c.~~d. Cultural and community events
Shows and fairs ~~- Busselton Show, Air Show, Ciruses~~
~~d.~~e. ~~Festivals - Busselton Beach festival, Festival of Busselton, Carols by candlelight~~Exhibitions, wine and food festivals
~~e.~~f. ~~Exhibitions - Caravan and Camping Show~~Surfing events

**Event Application Form** ~~(Attachment 1)~~ for major events, minor events and markets ~~is~~ are required to be completed for any proposed event. Event application ~~Form~~ forms requests details of size, nature, date, time, purpose, activities and facilities in relation to the event.

**Event Applicant** means the person, ~~Company~~ company or ~~Organisation~~organisation, excluding the ~~Shire~~ City of Busselton managed events, who is responsible for organising an event and who makes application to the ~~Shire~~ City of Busselton for approval to stage an event.

**Public Place** means any street, way or place including but not limited to community reserves, facilities, halls or public open space.

~~Shire~~ City **of Busselton Facility or Reserve** means any property owned or managed (via Management Order) by the ~~Shire~~ City of Busselton and includes~~,~~ buildings, recreation centres, community centres, halls and~~,~~ reserves (passive and active).

**Passive Reserve Area** means a designated reserve area within the ~~shire~~ City utilised for recreational or community purposes only ie. Mitchell Park ~~(markets/art displays)~~, Rotary Park ~~(Festivals/Motor Vehicle displays),~~ ~~Shire beaches (water events) etc.~~Lions Park, Signal Park, Busselton Jetty, and City foreshore areas or beaches for water based sports and entertainment events.

**Active Reserve Area** means a designated reserve area within the ~~shire~~ City that is utilised by sporting bodies, community groups etc for the purpose of conducting sporting fixtures, carnivals etc. ie. Sir Stewart Bovell Oval, Lou Weston Oval, Churchill Park Oval~~—~~, Barnard Park and Dunsborough Playing Fields.~~(trotting/cricket) etc~~.

## BACKGROUND

**Events Development in the *'Events Capital WA'***

As a significant contributor to the local economy, as well as enhancing the vibrancy of the community, the attraction and development of events is a key focus of the City of Busselton. Branded ***"Events Capital WA "***, the City's role in events is to engage and assist event organisers to support a diverse calendar of events, while maintaining the safety and amenity of the community.

## ~~ASSESSMENT CRITERIA~~
## EVENT APPLICATION PROCESS

If a public gathering requires one (1) or more approvals ~~are required~~ from the following list of criteria, then it is deemed ~~the~~ to be an event and the event organiser is required to submit an Event Application and to obtain the relevant approvals from the ~~requires formal Shire of Busselton approval~~City:

~~**Lifestyle Development:**~~ **Event Criteria which requires approval**

Preparation or sale of food to the public;

- Erection of tents~~,~~ and marquees larger than 25m$^2$, stages and other structures for public use;
- ~~Number of patrons attending the event, requiring the issuing of a Certificate of Approval (formally an Accommodation Certificate) in accordance with the Health Act and associated Regulations;If the event proposed exceeds any established accommodation numbers or differs in nature to any approvals already in place in accordance with the Health Act and associated Regulations and the current Shire of Busselton Town Planning Scheme;~~
- ~~Any~~ Potential noise ~~being created~~ including music, use of amplified equipment, extraordinary vehicle noise;
- ~~Supply~~ Use of or installation of electrical equipment including generators, cabling, extension cords, switches, fuses;
- Trading in a public place - selling, hiring of goods, wares or merchandise in a public place;
- Risk management ~~process~~ plan; for events identified as having possible associated risks;~~for events attracting more than 5000 people;~~

Changes or interruptions to traffic flow (ie traffic management plans);

- ~~Signage~~ Proposed signage for the event ~~is proposed~~ to be erected;
- Sale or consumption of alcohol;
- Additional parking ~~areas will be required~~requirements;
- Additional toilet facilities ~~will be required~~;
- Crowd control or security ~~may be an issue~~measures;
- First aid ~~may need to be considered~~requirements; ~~and~~
- Amusement structures ~~will be used.~~;
- Water safety plans for water based events;
- ~~Fire management plans; and~~
- Appropriate level of public liability insurance coverage.

~~**Community Infrastructure:**~~

- ~~Event involves use of a road for any purpose including temporary road closure or suspension of Road Traffic Act / Regulations;~~
- ~~Event affects the flow of traffic on any road for any reason;~~
- ~~Hire of the Shire of Busselton refuse receptacles; and~~
- ~~Fireworks are proposed.~~

~~**Formal**~~ Where formal **event approval is not required** ~~**if the application is only a request for:**~~

~~Hire of Shire of Busselton~~If the application is a request for the hire of passive or active reserve area or equipment (see definition of passive and active reserve) located within the City of Busselton formal event approval is not required. ~~This h~~However, ~~would require the~~ completion of a Facility Hire Form is required for each occasion.

~~**POLICY DOES NOT COVER**~~

~~1. Events to be held at:~~

a. Educational premises including primary, secondary and tertiary centers; and
b. Religious centers including churches and worship centers.

2. An event approval is not required providing there is no variation from the following existing approvals:
   a. Conditions associated with a Planning Consent under the Shire of Busselton Town Planning Scheme.
   b. Approvals as required in accordance with the Health Act 1911 and associated Regulations. However if the event proposed exceeds any established accommodation numbers or differs in nature to any approvals already in place then an event approval is required and the requirements of this Policy apply.

**Event application procedure**
**EVENT APPLICATION PROCESS**

1. Annual events, organised by local community groups, will be required to submit a formal request for Council financial assistance in February each year in time for budget consideration.

2.1. All new events, new and annual, must submit a formal request for Council financial assistance a minimum of (8)an event application at least eight (8) weeks prior to the proposed date of the event; twelve (12) weeks for events to be held in the Meelup Regional Park;

3.2. Applicants are required to submit a completed the Event Application Package to the City of Busselton, (attachment 1) which consistsconsisting of the following:
   a. Event Application Form;
   b. Event Checklist which is( to be read in conjunction with the 'Event Information to for Applicants') to identify approvals and forms as required for the event;
   c. Event Site Plan; and
   d. Complete all relevant Forms included in the Event Application Package and obtain any other approvals as required.

1. The completed Event Application Form, Event Checklist, Site plan and any additional Forms or details of other approvals must be submitted to the Shire of Busselton a minimum of (8) weeks prior to the proposed date of the event.

4.3. All sections of the Event Application Form and Event Checklist must be completed in order for the application to be eligible for assessment;

4. The applicant must submit a risk Risk management Management plan Plan that complies with the requirements of AS 4360 if the event participation is for greater than 5000 people. The Shire may request a Risk Management plan for any event if the risks are deemed to be significantrequire a Risk Management Plan, as directed by the City of Busselton;

5. The applicant must provide a Certificate of Currency indicating a minimum of $10 million Public Liability Insurance coverage that is valid for the period covering the event date;

6. The applicant must be familiar with the relevant Reserve / Park Environment Management Plan if using City of Busselton reserves and prepare an Event Environmental Management Plan as directed;

2. ;

5.7. The Shire City of Busselton may request any additional information to be supplied by applicants in order to ensure comprehensive assessment of the application.

~~3. The applicant must ensure any appropriate forms are completed and submitted with the event application.~~

## Assessment of event applications
## ~~ASSESSMENT OF APPLICATIONS~~

The following ~~issues~~ information will be considered by the ~~Shire~~ City of Busselton in the assessment and approval process of event applications:

~~1.~~ The nature, size and suitability of the event in relation to the venue requested (including the presence of alcohol) and the likely impact of the event on the facility;

~~2.~~1.

~~1.~~ The amenity of the event (including the presence of alcohol);

~~3.~~2.

~~2.~~ The ability of the facility to accommodate the event at the proposed time of year (taking into consideration weather and the condition of the land, if on a community reserve or public open space);

~~4.~~3.

~~5.~~ The likely impact on residents as a result of the location of the event (including noise, dust, excessive light, traffic congestion or other adverse effects perceptible outside the venue);

~~6.~~

~~7. The availability of the venue at the required time(s) and on the required day(s);~~

~~8.~~4.

~~3.~~ The period of time for which the event will operate and the proposed times of operation;

~~9.~~5.

~~4.~~ Conflict or potential conflict with other events or community use in that location or a surrounding location;

~~10.~~6.

~~1. The estimated number of participants associated with the special event in relation to the carrying capacity of the facility;~~

~~5.~~ The benefits to the City of Busselton community;

~~11.~~7.

8. Reputation of the operator; ~~and~~

~~6.~~ Risk to natural, heritage and cultural values of the event area or surrounding area; and

~~12.~~9.

~~13.~~10. Any other factors that may be considered necessary in relation to a particular event.

## Fees for Event Approval
## ~~FEES FOR EVENT APPROVAL~~

~~1.~~ All events will attract an application fee in accordance with the ~~Shire~~ City of Busselton's Adopted Schedule of Fees and Charges~~;~~.

~~2.~~1.

~~1. Event Applications received less than 8 weeks prior to the event may attract a late fee in accordance with the Shire of Busselton Schedule of Fees and Charges.~~

~~2.~~ The applicant will be advised of any additional fees and charges upon event approval. These must be paid at least seven (7) days prior to the event~~;~~

~~3.~~2.

3. Concerts will attract separate fees in accordance with the 'Staging of Concerts' in the City of Busselton's Adopted Schedule of Fees and Charges; ~~Shire of Busselton Schedule of Fees and Charges.~~

4. Refund of fees will only be considered in the event of a cancellation notice being received at least seven (7) days prior to the event date and may attract an administration fee.

**Bonds for Events**
~~**BONDS FOR EVENTS**~~

~~1.~~ Bonds will be requested for events using City of Busselton facilities, the amount requested will vary depending on the facility used, in accordance with the City of Busselton's Adopted Schedule of Fees and Charges;~~in accordance with the Shire of Busselton Schedule of Fees and Charges.~~

~~2.~~1.

~~1.~~ The Bond money will be refunded in full following the successful completion of the conditions of approval outlined in the ~~Shires approval~~City's acknowledgement letter~~.~~;

~~3.~~2.

~~2.~~ Failure to comply with any of the conditions specified in Councils ~~approval~~ acknowledgement letter may result in all or part of the bond money not being refunded to the applicant.

~~4.~~3.

4. Failure to pay the bond money less than seven (7) days prior to the event may result in the event approval being withdrawn.

**THIS POLICY DOES NOT COVER:**

1. Events to be held at:
   a. Educational premises including primary, secondary and tertiary centers; and
   b. Religious centers including churches and worship centers.
2. An event approval is not required providing there is no variation from the following existing approvals:
   a. Conditions associated with a Planning Consent under the City of Busselton Town Planning Scheme.
   b. Approvals as required in accordance with the Health Act 1911 and associated Regulations. However if the event proposed exceeds any established accommodation numbers or differs in nature to any approvals already in place then an event approval is required and the requirements of this Policy apply.

**EVENT VENUES**

Within the City of Busselton there are a number of venues where events are held, ranging from coastal/beach sites, nature reserves and parks, urban and business districts, community halls, sporting grounds, City facilities including the Busselton Cultural Precinct, and private properties and estates.

In addition to the standard event conditions, the following venues require specific conditions to ensure any potential impacts to the location's amenities are minimised or mitigated:

**Meelup Regional Park**

Meelup Regional Park ('the Park') is an A-class reserve vested in the City of Busselton for the purpose of conservation and recreation. The Meelup Regional Park Management Committee has been established by the City of Busselton Council to assist in ensuring that the full range of issues relevant to the making of decisions about the management and promotion of the Park are considered, including environmental, amenity, recreational, community, social, economic and financial considerations.
Required by the Land Administration Act 1997, the Meelup Regional Park Management Plan's vision for the Park is "manage the Park for conservation and environmental enhancement and allow recreation and other uses of the Park to occur to the extent that they do not impair the conservation values of the Park."
Cognisant of this, the following objectives provide guidance in managing events in the Park;

1. natural systems should be able to sustain the recreation that is occurring or proposed
2. the intensity, frequency, type, duration, timing and distribution of recreational activities may need to be controlled to maintain the amenity of the park and the enjoyment of visitors
3. recreation planning will seek to foster appreciation of the Park's natural values.

In addition to the general event conditions, specific **Meelup Regional Park Event Conditions** (see Appendix 1) are required to be met to ensure that events are consistent with the Meelup Regional Park Management Plan.

Event organisers utilising Meelup Regional Park must complete the Event Application form and comply with the Meelup Regional Park Specific Event Conditions and any additional conditions that may arise depending on the type of the event to be held. Event organisers will be requested to consult directly with the City of Busselton's Meelup Environment Officer. Approval to proceed with the event will not be given until this consultation process has taken place.

A fee per participant or event may be charged and the event organiser may be required to provide a bond in accordance with the City of Busselton's Adopted Schedule of Fees and Charges.

Events held in Meelup Regional Park are categorised in the following areas:

**1. Trail Based Events**
Trail Based Events generally involve participants walking, running or cycling on designated trails or roads within the Park on a specified day. Trail-based events are subject to the Specific Event Conditions for Meelup Park.

**2. Site Based Events**
Site Based Events generally involve use of a beach and/or adjacent picnic and car park area. They range from relatively small social gatherings to larger scale events. Site-based events, other than wedding ceremonies, school excursions, functions or informal gatherings are subject to the Specific Event Conditions for Meelup Regional Park.

**3. Road Based Events**
Whilst road reserves within the Park are technically not part of the Park, an integrated approach to management of events utilizing or within these road reserves is essential if the Park's values are to be protected and enjoyment of the Park by the broader community is not to be adversely impacted.

Due to the environmental significance of the Meelup Regional Park, the frequency of events is restricted as follows:

**1. Trail Based Events**
- Maximum of four (4) trail based events per calendar year;
- No two events occurring within the same month.

**2. Site Based Events**
- Maximum of four (4) site based events per calendar year;
- No two (2) events occurring within the same month at the same site.

Wedding ceremonies, school excursions, functions or informal gatherings held in the Park require a booking, completion of a Facility Hire form and payment of a fee (if it applies) through the City of Busselton. Such activities are generally permitted subject to City of Busselton terms and conditions, including non-exclusive use of the location, parking only in designated areas, no damage to coastal or natural environments, no amplified music, no unauthorized consumption of alcohol, and removal of all litter. They will generally only be permitted at Meelup Beach, Castle Bay and Bunker Bay.

**Busselton Jetty**
The Busselton Jetty (Jetty) is vested by the State to the City of Busselton under a Management Order.

For any event to be held or utilising the Busselton Jetty, event organisers are required to complete a specific Jetty event application form which includes applying for a permit to use the Jetty. The Jetty event application form is applicable for water based sporting events, cultural events, functions and community fireworks.

**Yallingup Main Break and Smiths Beach**

In addition to the general event conditions, specific conditions are required for surfing events and/or competitions held at Yallingup and Smiths Beach within a 12 month period to achieve consistency and co-ordination for the staging of surfing events at these locations, and to ensure equitable use of the surf locations by recreational and competition surfers. It also assists to minimise damage, and promote the recovery of coastal systems within the City of Busselton's coastal reserves.

The **Yallingup and Smith Beach Surf Competition Categories** specific event conditions (see Appendix 2) applies to organisations wishing to conduct surfing events and/or competitions at international, national, state or club level and applies to all forms of surf craft including, but not limited to surfboards, wave skis, body boards, wind surfers and kite surfers.

**Busselton and Dunsborough Foreshores**

The Busselton and Dunsborough Foreshores have undergone a significant redevelopment to improve recreational facilities and to add vibrancy and activity to these areas.

Events can be conducted in these foreshore areas under the same conditions as all public space events. However, as they are high usage areas for local residents and visitors, the City may require additional measures to be implemented to ensure equitable access for all users.

**Cultural Precinct on Queen Street**

The Cultural Precinct is located on Queen St between Marine Terrace and Adelaide Street and consists of the Weld Theatre, Art Geo Complex with the ArtGeo Gallery and Courthouse Gallery, and artist studios around the courtyard.

The Cultural Precinct is the preferred location for a future Performing Arts and Convention Centre that will also serve as a venue for meetings, conferences and conventions, further growing the business tourism market. As an entry point to the foreshore, the Cultural Precinct is central to the promotion of a blended commercial and recreational/cultural experience

**All Other Areas**

All events held in the City of Busselton boundaries require the completion of appropriate event application forms and granting of relevant approvals from within the City and also from external Government agencies including but not limited to; Department of Health, Department of Transport, Department of Racing Gaming and Liquor, and Main Roads WA.

**EVENT SPONSORSHIP**

Recognising the significance that events play in delivering economic and social benefits to the community, and building on the City as the 'Events Capital WA', the City has an Events Sponsorship Programme that is funded through the following sources:

**1. Municipal Funds**

The Council allocates a fixed amount annually towards funding events, these funds are historically allocated to well established, annually recurring events.

**2. Industrial/Commercial Differential Rate**

Industrial and Commercial rated properties across the City directly contribute toward the City's continued support of tourism, marketing and event activities through a Differential Rate. An established Marketing and Events Reference Group makes recommendations to Council with respect to the allocation of funds generated through the Differential Rate specifically towards the funding of events and marketing initiatives.

Event sponsorship can be provided as cash or in-kind contributions and once approved by Council, event organisers are required to enter into a sponsorship agreement with the City under one of the following terms:

**1. Single Year Events**

Events that are held once and not over a consecutive period

**2. Multi-Year Events**

Events that are held on an annual basis over a period of years.

Event sponsorship requests are assessed through the Event Sponsorship Programme against the following criteria:

- Economic impact – the direct and indirect dollars that an event generates to the City of Busselton community;
- Strategic alliance – events that are held within the off-peak shoulder season, and events that are of a cultural nature;
- Media/promotion – the direct and indirect value of marketing and promotional activities;
- Environmental impact – the level of impact on the environment and associated resources; and
- Social benefits – the associated value to the community.

**Post Event Evaluation Reports**

Events sponsored by the City are subject to a funding agreement and a post event evaluation report, within three (3) months of the date of the event outlining the following:

1. General performance and activities of the event;
2. Measure against Key Performance Indicators as per the funding agreement;
3. Economic impact ;
4. Benefit to the local community;
5. Benefit to local businesses; and
6. Media coverage of the event.

Post event evaluation reports will be used to determine if future funding will be approved for event organisers.

**POLICY REVIEW**

The Events Policy will be reviewed every two years.

**HISTORY**

| Council Resolution | Date | Information |
|---|---|---|
| C0604/105 | 12 April, 2006 | Version 1<br>Note: This policy incorporates concerts and therefore the concerts policy (073/2) was revoked as part of the adoption of the Events policy. |
| | | |

**Appendix 1 - Meelup Regional Park Specific Event Conditions;**

These specific event conditions apply to events proposed for specific sites, trails or roads within Meelup Regional Park (the 'Park'). The conditions outlined below are based on the provisions of the Meelup Regional Park Management Plan (the 'Management Plan'), and all events in the Park must comply with the Management Plan.

**Pre-event information from event organisers**

The event organisers are to:

1. Apply to the City for the proposed event at least 12 weeks prior to the event, to allow for consideration and assessment by the City after consultation with the Meelup Regional Park Committee. (Committee).
2. Contact the City of Busselton's Meelup Environmental Management Officer for guidance on the specific management measures required, and arrange to meet onsite to inspect the event areas.
3. Be familiar and comply with the Management Plan and other guiding documents.
4. Provide an aerial photograph with either: a) the GPS alignments for trail-based and road based events, or b) the boundary within which the event will be held for site-based events.
5. Submit a detailed Event Management Plan addressing:
    a. Date, duration and event location(s);
    b. Participant/competitor numbers and management;
    c. Spectator numbers and management, including proposed locations for spectators;
    d. Numbers and management of officials, marshals, volunteers and support vehicles;
    e. Details of road closures and/or traffic management measures, including locations and duration;
    f. If exclusive use of a site, trail or road within the Park is required, detail how it will be managed;
    g. Evidence of the event organiser's track record, business and environmental ethics
    h. Details and outcomes of consultation with other stakeholders, for example, government agencies, local government, community groups etc.
6. Submit a detailed Environment Management Plan addressing:
    a. Plans for prevention and mitigation of environmental impacts which are relevant to the event such as preventing damage to vegetation, impact on fauna and coastal beach environments;
    b. Dieback and weed management measures
    c. Compatibility of the event with the wider community, Park neighbours and other Park users and how conflict is to be minimised;
    d. Rubbish management
    e. Noise/disturbance to residents, if applicable;
    f. Promotion of the event, including websites, print and other media.
7. Notify the Meelup Environmental Management Officer of any proposed alterations to the requested alignment/venue immediately.
8. Consult with Department of Parks and Wildlife (DPaW) and/or Department of Environment Regulation(DER) regarding activities proposed in the vicinity of declared rare flora, threatened ecological communities, threatened fauna and/or priority ecological communities.
9. Include interpretative material, to be agreed between the City and event organiser, which provides information on the Park's environmental, cultural and recreational values, as part of the event information pack and/or on the event website.
10. As bike riding is prohibited in the Park, ensure that any bike section of the route contained within the Park will not be advertised, published in any publication or circulated in any material or electronic form so as to not promote its use for bike riding.

Further specific conditions may also be required, and this will be assessed on a case by case basis once the event management plan has been submitted.

**During the Event**

The event organisers are to ensure that all participants, marshals, race officials and any support crew are briefed on:

1. Where possible provide an opportunity for the Meelup Environmental Management Officer to address the event participants or provide environmental information on the Park to officials.
2. The natural values of the Park and environmental issues identified in the EMP.
3. That all flora is protected and it is illegal to pick wildflowers or damage vegetation.
4. The principles of Leave No Trace, which must be adhered to at all times while in the Park.
5. That all persons are to remain on designated trails and use authorised access points at all times except in an emergency.
6. For trail-based events, the current prohibited status of riding bicycles in the Park, and the one-off nature of the event allowing bicycles on designated trails in the Park.
7. That areas of the Park are regularly baited with 1080 dried meat baits for feral animal control and that these baits are toxic and should not be handled or ingested.
8. No person is to interfere with existing signage in the Park.
9. Ensure that all promotional material and media information associated with the event directs spectators to areas designated as spectator locations approved by the City prior to the event.
10. Ensure that all competitors, officials, marshals and any other support crew remain on designated tracks and authorized access points at all times except in an emergency.
11. Provide course markers, bunting and/or marshals to ensure competitors do not veer off the course alignment.
12. Ensure that any signage is: a) corflute and at least A3 in size, b) erected in a manner that makes it difficult to remove, and c) replaced if it is removed before or during the event.

**Post-event information/actions**

The event organisers are to:

1. Remove all evidence of the presence of the event within 24 hours of the conclusion of the event, including all signage, litter, markings, flagging tape, bunting, traffic management infrastructure and other materials that have been placed for the event.
2. Submit an event report within three months after the event detailing any event issues including environmental impacts and proposed improvements. You will receive feedback from the City of Busselton on the event including any event management improvements.

## Appendix 2 - Yallingup and Smith Beach Surf Competition Categories

### Event Categories

It is imperative that City of Busselton manages the number and types of surfing competitions and events utilising City of Busselton managed land at Yallingup and Smiths Beach. The prescribed number and types of events is as follows:

1. International and National Events (100 + competitors and large spectator component)

Only **one** (1) International or National event organised in conjunction with Surfing WA, will be approved by the City of Busselton in any one year. Confirmation shall be provided at least 6 months prior to the event date, in order to assess the proposal and exclude other potential events.

2. Major Events (Up to 100 competitors)

Only **two** (2) major events, organised in conjunction with Surfing WA, comprising of a period of up to four days in duration will be approved by the City of Busselton in any one year.

3. Large Events (50-70 competitors) Ballot System

Only **two** (2) large events comprising of a period of up to four days in duration will be approved by the City of Busselton in any one year. A 'Surfing Competition Ballot Application Form' will be submitted to City of Busselton by December 1st for the following calendar year.

Surfing WA and the City of Busselton will jointly assess the application(s) and successful applicants will notified and ask to submit a City of Busselton event application package for the event.

4. Minor Events (0 – 50 competitors) Ballot System

Only **one** (1) minor event in any one year comprising of a period of up to four days in duration will be approved by the City of Busselton in any one year. A 'Surfing Competition Ballot Application Form' will be submitted to City of Busselton by December 1st for the following calendar year. Surfing WA and the City of Busselton will jointly assess the application(s) and successful applicants will notified and ask to submit a City of Busselton event application package for the event.

5. Club Events

Local board riding clubs, such the Indian Ocean Longboard Club and the Yallingup Boardriders, are permitted to conduct their annual round of club events at sites previously nominated with the City of Busselton.

Clubs will be required to complete annually, prior to nominating their seasonal calendar of events, a 'Surfing Club Beach usage application form' for sites controlled by the City of Busselton. Dates for competition, particularly at the 'Yallingup Mainbreak' surf break, need to be included in the 'Surfing Club Beach usage application form.'

6. Traditional Contests and Philanthropic Events

Traditional and Philanthropic contests and events outside this Policy will be continued to be supported for the period that the contests continue to run successfully and with minimum impact of the surfing community.

### Surfing Event and/or Competition Locations

Whilst there are many surfing locations across the western and northern boundaries of the City, many of these foreshore reserves are either not managed by the City of Busselton or have inadequate facilities to successfully conduct a surfing competition. Below is a table of the nominated sites:

Table 1. Nominated competition sites at City of Busselton Managed Foreshore reserves

| **INTERNATIONAL SITES** | **ADDITIONAL INFRASTRUCTURE REQUIRED** |
|---|---|
| Yallingup Mainbreak | Additional Infrastructure to be provided as directed by the City of Busselton |
| **MAJOR EVENT SITES (70 – 100 COMPETITORS)** | **ADDITIONAL INFRASTRUCTURE REQUIRED** |
| Yallingup / Smiths Beach | Rubbish Bins, Taping off dunes / sensitive areas Environmental Control |
| **LARGE EVENT SITES (50-70 COMPETITORS)** | **ADDITIONAL INFRASTRUCTURE REQUIRED** |
| Yallingup / Smiths Beach | Rubbish Bins, Taping off dunes / sensitive areas Environmental Control |
| **MINOR EVENT SITES (0-50 COMPETITORS)** | **ADDITIONAL INFRASTRUCTURE REQUIRED** |
| Smiths Beach | Rubbish Bins and Toilets |

All sites, at City of Busselton managed foreshore reserves, other than those nominated are to be excluded from competitions. No events are to be held on Public Holiday weekends.

**Number of Annual Events and/or Competitions**

By prescribing a set number of events at the Yallingup and Smiths Beach surf breaks, this policy will allow for a fair and equitable surfing environment for club, competition and recreational surfers alike.

The prescribed number of competitions / events, as per event categories 1 to 5 listed above, from January the 1st to December the 31st of each calendar year will be 13 competitions / events inclusive.

This figure is based on the average of one competition / event per every four weeks at this venue. The prescribed breakdown of these competitions / events includes:

| **CATEGORY** | **ORGANISATION** | **NUMBER** |
|---|---|---|
| CLUB | Yallingup Boardriders | 4 |
| CLUB | Indian Ocean Longboard Club | 4 |
| INTERNATIONAL, MAJOR or LARGE | Surfing Western Australia | 2 |
| TRADITIONAL and PHILANTHROPIC | Yallingup Malibu Classic<br>Taj Small Fries | 2 |
| LARGE or MINOR | Ballot system | 1 |

* any application for an event that is in addition to the number of events allowed in the policy will referred to the Council for consideration

**Approval Procedures**

Please refer to the City of Busselton's Event Policy. The City of Busselton Event Policy outlines in detail the Event Application processes required at the City of Busselton in order to comply with legislative requirements.

10.2 Policy and Legislation Committee - 18/08/2016 - REVISED ASSET MANAGEMENT POLICY

| | |
|---|---|
| **SUBJECT INDEX:** | Asset Renewal and Replacement |
| **STRATEGIC OBJECTIVE:** | Infrastructure assets are well maintained and responsibly managed to provide for future generations. |
| **BUSINESS UNIT:** | Engineering and Facilities Services |
| **ACTIVITY UNIT:** | Asset Management |
| **REPORTING OFFICER:** | Asset Coordinator - Daniel Hall |
| **AUTHORISING OFFICER:** | Director, Engineering and Works Services - Oliver Darby |
| **VOTING REQUIREMENT:** | Simple Majority |
| **ATTACHMENTS:** | Attachment A Asset Management Policy |

**This item was considered by the Policy and Legislation Committee at its meeting on 18 August 2016, the recommendations from which have been included in this report.**

**PRÉCIS**

The purpose of this report is to present for adoption an updated City of Busselton Asset Management Policy. The policy provides an overview of the Council's commitment to the long-term sustainability of its infrastructure assets. This is through the recognition of the need to undertake asset management planning to ensure that adequate levels of maintenance and renewal are undertaken, whilst also ensuring that demand for new and upgraded infrastructure assets is being catered for.

**BACKGROUND**

The asset management policy was first adopted by the Council on 8 October 2008 (C0810/303). Whilst this policy adequately captured the City's asset management philosophies at the time, it is required to be updated in order to better reflect the present day requirements.

The original policy (as shown in attachment A) defined asset management for the City of Busselton and provided some guidance on issues such as donated assets and asset management plans.

The City's asset management maturity and expectations of asset management are now much more defined than they were in 2008. The updated policy aims to capture this through the provision of more specific information capturing the present day requirements and providing guidance on future areas for improvement.

To this end, a major review of the policy has been undertaken to ensure adherence to present day requirements and capture of areas for improvement.

**STATUTORY ENVIRONMENT**

In accordance with Section 2.7(2)(b) of the *Local Government Act 1995* it is the role of the Council to determine the local government's policies. The Council does this on the recommendation of a Committee it has established in accordance with Section 5.8 of that Act.

**RELEVANT PLANS AND POLICIES**

The data from Asset Management Plans is incorporated into the Long-term Financial Plan and in this way informs the Corporate Business Plan and Annual Budget.

This policy also has some linkage with other asset management related policies of the Council, namely Road Renewal Funding Policy, Footpaths and Cycleways Funding Policy, Asbestos Management Policy and Building Insurance Policy.

**FINANCIAL IMPLICATIONS**

There are no direct financial implications with the adoption of this policy. However, the policy does provide guidance on the assessment of lifecycle costs for infrastructure assets, prioritisation of renewal works and fair value – all of which have some financial aspects.

They are defined as follows within the policy:

**Lifecycle Costs**

The total cost of an asset throughout its life, including planning, design, construction, acquisition, operation, maintenance, rehabilitation and disposal costs will be considered prior to construction / implementation of an asset.

**Prioritisation of Renewal Works**

Consideration for budgetary priority will be given to existing assets for their operation, maintenance and renewal where required before the provision of new assets. This is to ensure that expenditure on new and upgraded assets is not at the detriment of required renewal expenditure on existing assets. This approach will assist in the long-term sustainability of the City's infrastructure assets.

Where appropriate, separate policies should be developed outlining minimum levels of renewal to be applied to individual asset sub class i.e. (roads, buildings, paths and cycleways).

**Fair Value According to AASB**

Australian Accounting Standards Board AASB13 – Defines Fair Value as "the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date".

Three valuation techniques recommended by AASB13:

- Market approach: A valuation technique that uses prices and other relevant information generated by market transactions involving identical or comparable (i.e. similar) assets, liabilities or a group of assets and liabilities, such as a business.

- Cost approach: A valuation technique that reflects the amount that would be required currently to replace the service capacity of an asset (often referred to as current replacement cost).

- Income approach: Valuation techniques that convert future amounts (e.g. cash flows or income and expenses) to a single current (i.e. discounted) amount.

**Fair Value at the City of Busselton**

Infrastructure assets are "specialised" in nature (i.e. roads, drainage, footpaths, carparks etc.), therefore market evidence is not always available to guide fair value measurement. AASB116 recognises the specialised nature of some assets and provides for an income or current replacement cost approach to be used to determine fair value. The City will predominately use the current replacement cost approach to value all infrastructure assets. AASB13 defines replacement cost as "a

valuation technique that reflects the amount that would be required currently to replace the service capacity of an asset (often referred to as current replacement cost)".

The City will use two methods under the current replacement cost approach for calculating fair value depending on the data that is available / able to be sourced for that particular asset.

The City will determine Fair Value by an assessment of the current replacement cost of the asset, measured against its existing condition to determine the percentage of its life consumed and in turn; the life remaining. This technique reflects the amount that would be required currently to replace the service capacity of an asset.

Where detailed condition data is either unable to be obtained within the required timeframes, unreliable or incomplete; an assessment will be made based on construction date, useful life and replacement cost. This differs from the condition based method as it uses an assumed remaining life based on how old the asset is, rather than a detailed inspection of its current condition.

For each infrastructure asset sub class, a determination will be made to use either condition **or** age as the determining factors, not a mix of both within the one infrastructure class. This will be done to avoid any inconsistencies when comparing values within a particular class.

**Long-term Financial Plan Implications**

Under the guidance of the philosophies set by the policy, asset management plans are required to be formulated. These plans are to outline relevant information about each asset class such as location, size, value, condition and timing and cost of replacements/renewals of existing infrastructure. The outcomes of the adopted asset management plans then inform the Long-term Financial Plan.

**STRATEGIC COMMUNITY OBJECTIVES**

This matter principally aligns with Key Goal Area 2 – 'Well Planned, Vibrant and Active Place' and more specifically Community Objective 2.3 - 'Infrastructure assets that are well maintained and responsibly managed to provide for future generations'.

**RISK ASSESSMENT**

An assessment of the potential implications has been undertaken using the City's risk assessment framework. There were no risks identified that required either a formal assessment or noting within this report.

**CONSULTATION**

Not required.

**OFFICER COMMENT**

Since 2008 when the original policy was adopted, there has been significant growth in the City's asset management knowledge base. This increase in knowledge has led to an increase in asset management output and associated expectations of continued improvement of asset management.

This developing asset management 'maturity' provides the City with ever-improving asset management data and processes. It also provides a clearer sense of what still needs to be done to ensure that asset management continues to improve. The updated policy aims to capture this current asset management maturity as well as outlining some areas for improvement.

The current maturity is captured through the inclusion of sections relating to continuous improvement of asset management, improvement planning, integrated planning framework compliance, prioritisation of renewal works, core and advanced asset management planning and fair value. All of these aspects are recognised requirements which are embedded in the current day to day functions of asset management and where necessary are backed by separate policies.

The areas for improvement within the policy are sections relating to donated assets, as-constructed data, life-cycle costs, and asset management information systems. Whilst these areas are still providing effective outputs to a point, they represent the areas with the greatest need for improvement.

Planning for improvements will be enabled by the implementation of an Asset Management Improvement Plan. The purpose of this document is to provide a summary of which activities have been undertaken up until the present day and those which are required into the future. This summary will be provided at an asset type level (Roads, Buildings etc.) in order to provide detail on each area's progress and current status.

The Policy can be reviewed at any time, should these priorities for improvement change over time.

**CONCLUSION**

The updated policy reflects the present day asset management requirements for the City of Busselton and also provides guidance on how to further improve asset management at the City of Busselton.

Adoption of the policy will reaffirm the Council's commitment to the long-term sustainability of its infrastructure assets. It will also provide recognition of the need to undertake asset management planning to ensure that adequate levels of maintenance and renewal are undertaken allowing the Council to better plan for new and upgraded infrastructure.

**OPTIONS**

The Council could resolve to not adopt the updated asset management policy, however in doing so, may not be recognising the current asset management requirements for the City of Busselton.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

The implementation of the Asset Management Policy would be effective immediately upon adoption of the officer's recommendation.

**COMMITTEE RECOMMENDATION AND OFFICER RECOMMENDATION**

That the Council adopts the following updated Asset Management Policy:

| | | |
|---|---|---|
| 002 | Asset Management | V2 Draft |

**1. PURPOSE**

The intention of this policy is to outline the City of Busselton's commitment to continuous improvement of asset management through a structured, well-planned and integrated approach. This will ensure that the City's infrastructure assets are well maintained for their current purpose and are able to adapt to the changing expectations of future generations.

**2. STATEMENT**

**Scope**

The Policy applies to existing infrastructure assets as well as assets that are to be purchased or donated to the City. It covers infrastructure assets, including but not limited to roads, bridges, footpaths and cycleways, stormwater drains, parks and open spaces, buildings, facilities and leisure centres that are *owned and directly managed* by the City of Busselton.

The definition of an infrastructure asset applicable to this policy is as follows:

"Stationary systems forming a network and serving whole communities, where the system as a whole is intended to be maintained indefinitely, at a particular level of service potential by the continuing replacement and refurbishment of its components. The network may include normally recognised ordinary assets as components." (International Infrastructure Management Manual – 2011)

This includes constructed or improved physical assets. Hence, in the example of a reserve area under Management Order with the City of Busselton, the reserve is not included in the asset register, however the physical components such as footpaths, furniture, roads, seawalls, jettys, boatramps, drains and any buildings would be included as assets.

**3. POLICY CONTENT**

The Council is committed to the long-term sustainability of its infrastructure assets, and recognises the need to undertake asset management planning to ensure that adequate levels of maintenance and renewal are undertaken; whilst also ensuring that demand for new and upgraded infrastructure assets is being catered for.

This will be done by the Council adopting the following asset management principles:

**Continuous Improvement of Asset Management**

Through the commitment to continuous improvement of asset management, the City will ensure that asset management plans are reviewed and updated at least every three years. This regular review will ensure that the plans are an accurate reflection of the current status and required funding for the various assets at any given time.

Development, review and update of the asset management plans will be done in a cyclic manner to ensure that some form of asset management development, update and review is being undertaken in any given year.

**Improvement Planning**

Effective Asset Management Planning will be enabled by the implementation of an Asset Management Improvement Plan. The purpose of this document is to provide a summary of which activities have been undertaken up until the present day and those which are required into the future. This summary will be provided at an asset type level (Roads, Buildings etc.) in order to provide detail on each areas progress and current status.

The Improvement Plan should give a task breakdown for each asset type and a basic timeline to assist with future planning of the City's asset management tasks. The improvement plan should cover activities ranging from initial data collection up to asset management plan adoption and review.

**Integrated Planning Framework Compliance**

The Council utilises a suite of corporate planning documents in order to comply with the State Government's Integrated Planning Framework. These documents are: a Strategic Community Plan and a Corporate Business Plan, supported and informed by key resourcing and informing plans, namely Asset Management Plans, a Long-term Financial Plan and a Workforce Plan. Falling out of such planning each year will be the local government's Annual Budget. This framework is commonly referred to as Integrated Planning.

Under the guidance of the framework, asset management plans are required to be formulated outlining relevant information about each asset class such as location, size, value, condition and timing and cost of replacements/renewals of existing infrastructure.

**Donated Assets**

When considering the provision or receipt of a new asset, the following practices are taken into account:

A business case (considering elements such as (but not limited to) condition, age, asset type, location) has been completed to ensure that any new asset will deliver direct and tangible benefits to the community and stakeholders.

(A) This includes assets that are proposed to be transferred to the City of Busselton (e.g. where the City of Busselton is obliged to accept assets or applies under a Management Order) or where assets are donated (e.g. the City of Busselton is not legally obliged to take ownership). This could show some assets should not be accepted by the City.

(ii) That the "life-cycle" costs and cost effectiveness of the asset have been considered over the life of the asset;

(iii) Any financial implications to the City of Busselton have been taken into account and can be incorporated into the City's corporate and financial plans. This should include operational costs as well as maintenance, renewal or replacement of the asset.

**As-constructed Data**

The City recognises the importance that provision of detailed as-constructed data plays in the effective lifecycle management of an infrastructure asset. As-constructed data will be required from all contractors / consultants before final close out of construction projects.

Detailed as-constructed data will also be provided for infrastructure asset construction undertaken by the Council's internal construction teams.

**Lifecycle Costs**

The total cost of an asset throughout its life, including planning, design, construction, acquisition, operation, maintenance, rehabilitation and disposal costs will be considered prior to construction / implementation of an asset.

**Prioritisation of Renewal Works**

Consideration for budgetary priority will be given to existing assets for their operation, maintenance and renewal where required before the provision of new assets. This is to ensure that expenditure on

new and upgraded assets is not at the detriment of required renewal expenditure on existing assets. This approach will assist in the long term sustainability of the City's infrastructure assets.

Where appropriate, separate policies should be developed outlining minimum levels of renewal to be applied to individual asset sub class i.e. (roads, buildings, paths and cycle ways).

**Core and Advanced Asset Management Plans**

Initial asset management plans will be prepared in the context of core asset management working towards advanced asset management planning. The initial plans will be undertaken to meet minimum organisational and legislative requirements for financial planning and reporting. This is referred to as the "core" approach and provides basic technical management outputs such as statements on current levels of service, forward replacement programmes and associated cash flow projections based on historical performance.

Advanced asset management involves engaging with the community to discuss and agree on alternative levels of service, applying analysis to individual assets and implementation of improvements identified in core planning.

The City of Busselton will progress towards advanced asset management through ongoing review and update of asset management data and practices – continuous improvement.

**Fair Value According to AASB**

Australian Accounting Standards Board AASB13 – Defines Fair Value as "the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date".

Three Valuation Techniques recommended by AASB13:

- Market approach: A valuation technique that uses prices and other relevant information generated by market transactions involving identical or comparable (i.e. similar) assets, liabilities or a group of assets and liabilities, such as a business.

- Cost approach: A valuation technique that reflects the amount that would be required currently to replace the service capacity of an asset (often referred to as current replacement cost).

- Income approach: Valuation techniques that convert future amounts (e.g. cash flows or income and expenses) to a single current (i.e. discounted) amount.

**Fair Value at the City of Busselton**

Infrastructure assets are "specialised" in nature (i.e. roads, drainage, footpaths, carparks etc.), therefore market evidence is not always available to guide fair value measurement. AASB 116 recognises the specialised nature of some assets and, provides for an income or current replacement cost approach to be used to determine fair value. The City will predominately use the current replacement cost approach, to value all infrastructure assets. AASB13 defines replacement cost as "a valuation technique that reflects the amount that would be required currently to replace the service capacity of an asset (often referred to as current replacement cost)".

The City will use two methods under the current replacement cost approach for calculating fair value depending on the data that is available / able to be sourced for that particular asset.

The City will determine Fair Value by an assessment of the current replacement cost of the asset, measured against its existing condition to determine to percentage of its life consumed and in turn, the life remaining. This technique reflects the amount that would be required currently to replace the service capacity of an asset.

Where detailed condition data is either unable to be obtained within the required timeframes, unreliable or incomplete, an assessment will be made based on construction date, useful life and replacement cost. This differs from the condition based method as it uses an assumed remaining life based on how old the asset is, rather than a detailed inspection of its current condition.

For each infrastructure asset sub class, a determination will be made to use either condition **or** age as the determining factors, not a mix of both within the one infrastructure class. This will be done to avoid any inconsistencies when comparing values within a particular class.

**Asset Management Information systems**

The City will ensure that appropriate Asset Management Information Systems (AMIS) are in place to effectively manage asset management data. This will entail a combination of processes, data, software and hardware; which are used to provide the essential outputs for effective asset management.

**Review of Policy**

This policy will be reviewed as required to ensure the Policy properly reflects the current asset management requirements of the City.

**Definitions**

**Renewal Work** is defined as works to replace existing assets or facilities with assets or facilities of equivalent capacity or performance capability.

**New works** are assets acquired for a new (never before provided) service to the community.

**Upgrade works** result in a higher (improved) level of service than previously offered. As distinct from new assets, the service currently exists.

**Asset** – an item that has potential value to an organisation (International Infrastructure Management Manual – 2011).

**Asset Management Plan** (AM Plan) Long-Term plans (usually 10-20 years or more for infrastructure assets) that outline the asset activities and programmes for each service area and resources applied to provide a defined level of service in the most cost effective way (International Infrastructure Management Manual – 2011).

**Lifecycle Cost** – The total cost of an asset throughout its life including planning, design, construction, acquisition, operation, maintenance, rehabilitation and disposal costs.

**Advanced Asset Management** – Asset Management which employs predictive modelling, risk management and optimised decision-making techniques to establish lifecycle treatment options and related long-term cash flow predictions (International Infrastructure Management Manual – 2011).

**Core Asset Management** (Also called basic AM) – Asset Management which relies primarily on the use of an asset register, maintenance management systems, top down condition assessments, simple

risk assessment and defined levels of service, in order to establish a long term cash flow prediction (International Infrastructure Management Manual – 2011).

**Levels of Service** – Defines standards for the construction, maintenance and operation of types of assets (i.e. roads, footpaths).

**4. APPLICATION OF THE POLICY**

**Policy Background**
Policy Reference No. - 002
Owner Unit – Engineering and Facilities Services
Originator – Asset Management Coordinator
Policy approved by – Council
Date Approved – 8 October, 2008
Review Frequency – as required
Related Documents – Roads Asset Renewal Policy, Footpaths and Cycleways Renewal Policy, Building Insurance Policy, Asbestos Management Policy.
Background/History –

| Council Resolution | Date | Information |
|---|---|---|
| | | Version 2<br>The City's asset management maturity and expectations of asset management are now much more defined. The updated policy aims to capture this through the provision of more specific information regarding the present day requirements and providing guidance on future areas for improvement. |
| C0810/303 | 8 October, 2008 | Date of implementation<br>Version 1 |

Last updated 08/10/2008 (implementation)

| 002 | Asset Management | V1 Current |
|---|---|---|

**ASSET MANAGEMENT POLICY**

**Purpose**

The purpose of the policy is to set out the broad framework and direction to ensure the provision and management of the Shire of Busselton's assets in an optimal cost-effective manner for the present and future stakeholders.

**Scope**

The Policy applies to existing assets as well as assets that are to be purchased or donated. It covers infrastructure assets, including but not limited to roads, bridges, footpaths, stormwater drains, parks and open spaces, buildings, facilities and leisure centres that are *owned and directly managed* by the Shire of Busselton.

The definition of asset applicable to this policy is as follows:

"A physical component of a facility that has value, enables services to be provided and has an economic life greater than twelve (12) months." (International Infrastructure Asset Manual, 2006)

This includes constructed or improved physical assets. Hence, in the example of a reserve area under Management Order with the Shire of Busselton, the reserve is not included in the asset register, however the physical components such as footpaths, furniture, roads, drains and any buildings would be included as assets.

This policy does not apply to coastal reserves and waterways. A separate policy will cater for the specific management of these areas.

**Policy Statements**

The Shire of Busselton will manage the assets it is responsible for in an economically sustainable manner at the levels of service cognizant of the asset's "whole of life" costs. This will be done by the Council adopting the following asset management principles:

(a) The Shire of Busselton's Strategic Plan, Corporate Plan, OSH & Risk Management Plans, Five Year Financial Plan, Five Year Capital Works Plans and related budgets will take into account Asset Management requirements.

(b) Allocation of appropriate resources to ensure that Asset Management practices can be performed and maintained in a timely and efficient manner for the upgrade, renewal and maintenance of the Shire's assets.

(c) When considering the provision or receipt of a new asset, the following practices are taken into account:

(i) A business case has been completed to ensure that any new asset will deliver direct and tangible benefits to the community and stakeholders

(A) This includes assets that are proposed to be transferred to the Shire of Busselton (eg where the Shire of Busselton is obliged to accept assets or applies under a Management Order) or where assets are donated (eg the Shire of Busselton is not legally obliged to take ownership). This could show some assets should not be accepted by the Shire.

(ii) That the "whole of life" costs and cost effectiveness of the asset have been considered over the life of the asset

(iii) Any financial implications to the Shire of Busselton have been taken into account and can be incorporated into the Shire's corporate and financial plans. This should include operational costs as well as maintenance, renewal or replacement of the asset.

(d) Consideration for budgetary priority will be given to existing assets for their operation, maintenance and renewal where required before the provision of new assets.

(e) Asset Management Plans (AMP) will be developed and maintained on all of the Shire's nominated asset types;

(i) AMPs will document the levels of service, financial planning, future demand and utilisation, and life cycle management of each asset type

(ii) AMPs will be maintained and updated on a regular basis

(f) Ensure that technology systems are in place for the storage of all asset management registers and that this information is maintained in an accurate and timely manner.

(g) Ensure that the appropriate procedures are in place for the evaluation and prioritisation of assets so that informed decision making can be carried out with respect to maintenance, renewal and replacement of asset

(h) To ensure that asset management productivity gains are achieved through the following:

(i) Reducing future life cycle costs by applying an optimised level of maintenance and renewal

(ii) Reducing future asset loss by predicting optimal intervention phases.

**Exemptions**

None identified.

**Review of Policy**

This policy will be reviewed each time the Shire's Council Plan is updated to ensure the Policy properly supports the vision, goals and objectives of the current Plan.

**Definitions**

Asset – A physical component of a facility that has value, enables services to be provided and has an economic life greater than twelve (12) months. (International Infrastructure Asset Manual)

Asset Management Plans – A plan developed for the management of Infrastructure assets that combines multi-disciplinary management techniques (technical & financial) over the lifecycle of the asset in the most cost effective manner to provide a specified level of service. (IPWEA, 2006)

Asset Management Practices – The practices and processes that ensure that assets are efficiently planned, delivered, managed, reviewed and renewed in a cost effective, sustainable manner.

Asset Register – A record of asset information including inventory, historical, financial, technical, construction and condition.

Levels of Service – Defines standards for the construction, maintenance and operation of types of assets (i.e roads, footpaths)

Whole of Life Costs – The total cost of an asset throughout its life including planning, design, construction, acquisition, operation, maintenance, renewal and disposal costs.

**Policy Background**

Policy Reference No. - 002
Owner Unit – Infrastructure Planning
Originator – Asset Management Officer
Policy approved by – Council
Date Approved – 8 October, 2008
Review Frequency – In conjunction with the Strategic Plan
Related Documents –
Background/History –

***History***

| Council Resolution | Date | Information |
|---|---|---|
| C0810/303 | 8 October, 2008 | Date of implementation<br>Version 1 |

10.3 Policy and Legislation Committee - 18/08/2016 - REVIEW OF BUILDING INSURANCE POLICY

| | |
|---|---|
| **SUBJECT INDEX:** | Insurance - Policies |
| **STRATEGIC OBJECTIVE:** | Infrastructure assets are well maintained and responsibly managed to provide for future generations. |
| **BUSINESS UNIT:** | Engineering and Facilities Services |
| **ACTIVITY UNIT:** | Asset Management |
| **REPORTING OFFICER:** | Asset Coordinator - Daniel Hall |
| **AUTHORISING OFFICER:** | Director, Engineering and Works Services - Oliver Darby |
| **VOTING REQUIREMENT:** | Simple Majority |
| **ATTACHMENTS:** | Attachment A Current Building Insurance Policy with changes tracked |

**This item was considered by the Policy and Legislation Committee at its meeting on 18 August 2016, the recommendations from which have been included in this report.**

**PRÉCIS**

The Building Insurance Policy is presented for review and update as part of the ongoing policy review process. The policy has been reviewed and assessed as requiring only minor changes as outlined in this report. While no substantial changes are recommended, the operation of the policy has been examined in detail to ensure no other changes are required.

**BACKGROUND**

In 2011, the Council resolved (C1103/091) to adopt an approach of taking out different levels of insurance for City owned building assets based on a Service Level Hierarchy (SLH). The SLH defines an appropriate hierarchy, subject to the building's use, condition and service needs.

Further to this, a policy to adopt a philosophy and approach in relation to insurance of City owned buildings and improvements was presented to the Council on 24 July, 2013. The Council resolved (C1307/192) to adopt the Building Insurance Policy. The purpose was to outline the rationale for allocating different levels of insurance for City owned buildings and/or improvements. It also formalised the requirement for Lessees of City owned or managed buildings to reimburse the City for the cost of insurance.

The adopted policy is to be reviewed every three years to coincide with the review of the Asset Management Plan and the revaluation of City buildings.

**STATUTORY ENVIRONMENT**

In accordance with Section 2.7(2)(b) of the Local Government Act 1995 it is the role of the Council to determine the local government's policies. The Council does this on the recommendation of a Committee it has established in accordance with Section 5.8 of that Act.

**RELEVANT PLANS AND POLICIES**

This report proposes the minor update of the Building Insurance Policy of the Council.

**FINANCIAL IMPLICATIONS**

There are no financial implications arising from the review of this policy.

**Long-term Financial Plan Implications**

Not applicable.

**STRATEGIC COMMUNITY OBJECTIVES**

Consideration of this matter is consistent with Key Goal 2 – Well planned, vibrant and active places, Community Objective 2.3 - Infrastructure assets are well maintained and responsibly managed to provide for future generations – of the City of Busselton Strategic Community Plan 2013.

**RISK ASSESSMENT**

An assessment of the potential implications has been undertaken using the City's risk assessment framework.

| *Risk* | *Controls* | *Consequence* | *Likelihood* | *Risk Level* |
|---|---|---|---|---|
| A financial implication if a higher level of SLH is to be applied to a building and the change to the level of insurance has not been implemented resulting in underinsurance. | Regular reviews of SLH to identify changes to the building condition and/or the community needs. | Moderate | Possible | Medium |
| Damage occurs to a number of buildings valued at under $50,000 which are not insured. | Insurance needs for these buildings to be covered through the existing building reserves fund when and if required. | Minor | Rare | Low |

**CONSULTATION**

Not required.

**OFFICER COMMENT**

This report presents the Building Insurance Policy. The policy has provided consistent guidance to the City in allocating an insurance level appropriate to each building. This guidance is based on the SLH, current condition and planned future use.

The Building Insurance Policy has been reviewed and assessed as requiring only a minor change. Where referred to in the report, the words 'reinstatement /reinstatement' should be replaced with the words 'replacement/reinstatement'. These changes are shown as track changes on Attachment A.

**CONCLUSION**

While no substantial changes are recommended, the operation of the policy has been examined in detail to ensure no other changes are required. It is the considered view of officers that the policy included in this report has been operating efficiently and effectively since it was adopted by the Policy and Legislation Committee and the Council.

**OPTIONS**

The Council could choose not to adopt the updated Building Insurance Policy in favor of an alternative building insurance policy. This would require further investigation and presentation of an alternative policy to the Policy and Legislation Committee.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

The implementation of the Building Insurance Policy would be effective immediately upon adoption of the officer's recommendation.

**COMMITTEE RECOMMENDATION AND OFFICER RECOMMENDATION**

That the Council adopts the following updated Building Insurance Policy:

| | | |
|---|---|---|
| **029** | **Building Insurance Policy** | **V2 Draft** |

**1. PURPOSE**

The purpose of this policy is to outline the rationale for allocating different levels of insurance for City owned buildings and/or improvements and to formalise the requirement for Lessees of City buildings to reimburse the City of Busselton for the cost of insurance.

**2. SCOPE**

This policy applies to all City owned buildings and / or improvements located in the City of Busselton that are covered by the City insurance policy. It also applies to all community and sporting groups and commercial lease holders of City owned buildings.

**3. POLICY CONTENT**

The Council has determined that a strategic approach is required with regards to levels of building insurance to ensure that the best value for money is obtained for each and every building covered.
When determining the appropriate level of insurance to be applied to a particular building, certain information pertaining to this building needs to be obtained so that an informed decision can be made. This will also ensure that all buildings are assessed on an individual basis as well as within the context of the entire asset portfolio.

Buildings, where practicable, should be assessed on the basis of their Service Level Hierarchy (SLH) explained in more detail below, current overall condition which is based on an asset management assessment and whether there is an alternative should the building be no longer in operation.

Service Level Hierarchy

A Service Level Hierarchy (SLH) for buildings has been developed as part of the Building Asset Management Plan adopted by Council in December 2010 and has been used as the basis for determining insurance levels for buildings. The SLH defines an appropriate hierarchy for all City owned and managed buildings, which includes leased buildings and further defined below.

The buildings are to be assessed under the following three criteria;

*Importance to the community*
A rating based on perceptions of community expectations of services provided the scores are allocated between:

1 Very important
2 Important
3 Fair importance
4 Low importance
5 Not important

*Criticality to the operations of Council*
How critical a building is to the day to day operations of the City the scores are allocated as follows:
1 Very critical
2 Critical
3 Fair criticality
4 Low criticality
5 Not critical

*Usage Factor*
An assessment of the usage level of each building including workforce and public use, the scores are allocated between:
1 High usage
2 Moderate usage
3 Low usage
4 Some degree of usage
5 Little or no use

Each Criteria is given an equal weighting and points are allocated according to the score i.e. score 1 = 1 point, 2 = 2 points, 3 = 3 points, 4 = 4 points and 5 = 5 points. Points are allocated up to a maximum of fifteen across the three criteria. The scores can then be broken down into five (5) service level hierarchies for buildings as a guide for determining the Service Level Hierarchy.
Additional to this, leased buildings (both community and commercial) can be allocated into a hierarchy six (a, b or c) dependant on the City's level of obligation towards these buildings.
This will assist further in the allocation of insurance levels.

Service Level Hierarchy One (1)
A building that scores between a 1 and 3 is identified as core service, high usage and high public profile asset to be in very good condition operationally and aesthetically. A building that falls into this category would be insured for replacement/reinstatement value.

Service Level Hierarchy Two (2)
A building that scores between a 4 and 5 is identified as core service, moderate usage and /or moderate public profile asset to be in good / very good condition operationally and aesthetically. A building that falls into this category would be insured for replacement/reinstatement value.

Service Level Hierarchy Three (3)
A building that scores between a 6 and 7 is identified as core service, low usage and/or public profile asset to be in serviceable / good condition operationally and aesthetically. A building that falls into this category would generally be insured for replacement/reinstatement value and in some instances indemnity value.

Service Level Hierarchy Four (4)
A building that scores between an 8 and 10 is of non-core service, some degree of usage and / or profile, condition only needs to meet minimal operational and statutory requirements. A building that falls into this category would generally be insured for replacement /reinstatement value and in some instances indemnity value.

Service Level Hierarchy Five (5)
A building that scores 11 plus is of non-core service, little or no usage and / or profile, it is unoccupied or surplus to requirements. A building that falls into this category would generally be insured for demolition value.

Service Level Hierarchy Six (a)
Commercial and community leased buildings for which the City is responsible to maintain and renew either directly or through coordination of funding programs. Due to the lease obligations a building that falls into this category would be insured for replacement /reinstatement value.

Service Level Hierarchy Six (b)
Commercial and community leased buildings for which the City is responsible for the structural integrity only (tenant or lessee responsible for day to day maintenance and minor renewal). Due to the lease obligations a building that falls into this category would be insured for replacement /reinstatement value.

Service Level Hierarchy Six (c)
Commercial and community leased buildings for which the City has no obligation with respect to the ongoing maintenance and renewal of the building i.e. not required to have a yearly budget allocation for these buildings. Due to the lease obligations a building that falls into this category would be insured for replacement /reinstatement value.

Insurance Levels
Each building, once assessed as per the requirements of this policy will be allocated an insurance level appropriate to its SLH, current condition and planned future use.
These insurance levels are as follows;

*Replacement / Reinstatement*: cost for full replacement of a building to current day standards including provisions for contingencies such as architects and engineers fees, removal of debris, extra cost of reinstatement, extinguishment costs and miscellaneous structures and equipment.

*Indemnity Only*: The "market value" of the building only. In the event of a total loss then that amount would be the maximum amount payable, there will be no consideration of replacing or rebuilding the asset in the processing of the claim.

This cover would be valid when it is deemed that a certain building would not be rebuilt in its current form and/or location, therefore doesn't require full replacement / reinstatement insurance cover.

*Demolition Only*: This value can be set by the Council, nominating a value to a certain building based on previous quotations, actual costs or an estimation of the probable costs to demolish it after a significant damage event.

*No Insurance*: Council may elect in some instances not to insure a building where other insurance cover already exists or the situation dictates that insurance cover is not necessary. This option would not be utilised in many instances.

*Buildings Valued at under $50,000 (excluding leased buildings)*: With the exception of Leased Buildings, the City will not insure buildings valued at under $50,000, unless the CEO considers it necessary due to special circumstances to take out a separate policy of insurance in respect to a particular building. The City believes the City's existing Building Reserve sufficiently provides for the insurance needs of such buildings.

Valuation of Assets

To ensure that all building values are consistent with current replacement costs and / or market values, the City will undertake a revaluation carried out by a Certified Practising Valuer every three (3) years. This value will then form the basis of each building's insurance cover and will be indexed each financial year by the Perth Consumer Price Index (CPI) until such time as an updated valuation is undertaken.

Leased Building

All leased buildings and improvements are to be insured for replacement/reinstatement value. Lessees are required to reimburse the City to the full extent of the cost of insurance for Leased Buildings. An exemption is applied to not for profit community and sporting groups leasing City owned or managed buildings that are listed with the Heritage Council of WA with conservation plans. A concession of 50% of the insurance premium is to be applied. No concession will be granted for commercial tenants.

Review

The policy is to be reviewed every three (3) years to coincide with the review of the Building Asset Management Plan and the re-valuation of City Buildings.

Policy Background

Policy Reference No: 029
Owner Unit – Asset Management
Originator – Coordinator, Asset Management, Engineering and Works Services
Policy approved by – Council
Date Approved – 24 July, 2013
Review frequency – Every 3 years

History

| **Council Resolution** | **Date** | **Information** |
|---|---|---|
| | | Version 2<br>Policy update generally to replace the words 'reinstatement/ reinstatement' with 'replacement/ reinstatement' to more accurately reflect the insurance type being referred to. |
| C1307/192 | 24 July 2013 | Version 1 |

| Ref No 029 | Building Insurance Policy | V1 Current |
|---|---|---|

1. PURPOSE

The purpose of this policy is to outline the rationale for allocating different levels of insurance for City owned buildings and/or improvements and to formalise the requirement for Lessees of City buildings to reimburse the City of Busselton for the cost of insurance.

2. SCOPE

This policy applies to all City owned buildings and / or improvements located in the City of Busselton that are covered by the City insurance policy.

It also applies to all community and sporting groups and commercial lease holders of City owned buildings.

3. POLICY CONTENT

The Council has determined that a strategic approach is required with regards to levels of building insurance to ensure that the best value for money is obtained for each and every building covered.

When determining the appropriate level of insurance to be applied to a particular building, certain information pertaining to this building needs to be obtained so that an informed decision can be made. This will also ensure that all buildings are assessed on an individual basis as well as within the context of the entire asset portfolio.

Buildings where practicable, should be assessed on the basis of their Service Level Hierarchy (SLH) explained in more detail below, current overall condition which is based on an asset management assessment and whether there is an alternative should the building be no longer in operation.

Service Level Hierarchy

A Service Level Hierarchy (SLH) for buildings has been developed as part of the Building Asset Management Plan adopted by Council in December 2010 and has been used as the basis for determining insurance levels for buildings.

The SLH defines an appropriate hierarchy for all Cities owned and managed buildings, which includes leased buildings and further defined below.

The buildings are to be assessed under the following three criteria;

*Importance to the community*

A rating based on perceptions of community expectations of services provided the scores are allocated between:

1 Very important
2 Important
3 Fair importance
4 Low importance

5 Not important

*Criticality to the operations of Council*

How critical a building is to the day to day operations of the City the scores are allocated as follows:

1 Very critical
2 Critical
3 Fair criticality
4 Low criticality
5 Not critical

*Usage Factor*

An assessment of the usage level of each building including workforce and public use, the scores are allocated between:

1 High usage
2 Moderate usage
3 Low usage
4 Some degree of usage
5 Little or no use

Each Criteria is given an equal weighting and points are allocated according to the score i.e. score 1 = 1 point, 2 = 2 points, 3 = 3 points, 4 = 4 points and 5 = 5 points.

Points are allocated up to a maximum of fifteen across the three criteria. The scores can then be broken down into five (5) service level hierarchies for buildings as a guide for determining the Service Level Hierarchy.

Additional to this, leased buildings (both community and commercial) can be allocated into a hierarchy six (a, b or c) dependant on the City's level of obligation towards these buildings.

This will assist further in the allocation of insurance levels.

Service Level Hierarchy One (1)

A building that scores between a 1 and 3 is identified as core service, high usage and high public profile asset to be in very good condition operationally and aesthetically. A building that falls into this category would be insured for replacement~~instatement~~/reinstatement value.

Service Level Hierarchy Two (2)

A building that scores between a 4 and 5 is identified as core service, moderate usage and /or moderate public profile asset to be in good / very good condition operationally and aesthetically. A building that falls into this category would be insured for replacement~~instatement~~/reinstatement value.

Service Level Hierarchy Three (3)

A building that scores between a 6 and 7 is identified as core service, low usage and/or public profile asset to be in serviceable / good condition operationally and aesthetically. A building that falls into this category would generally be insured for replacement~~instatement~~/reinstatement value and in some instances indemnity value.

Service Level Hierarchy Four (4)

A building that scores between an 8 and 10 is of non-core service, some degree of usage and / or profile, condition only needs to meet minimal operational and statutory requirements. A building that falls into this category would generally be insured for replacement~~instatement~~/reinstatement value and in some instances indemnity value.

Service Level Hierarchy Five (5)

A building that scores 11 plus is of non-core service, little or no usage and / or profile, it is unoccupied or surplus to requirements. A building that falls into this category would generally be insured for demolition value.

Service Level Hierarchy Six (a)

Commercial and community leased buildings for which the City is responsible to maintain and renew either directly or through coordination of funding programs. Due to the lease obligations a building that falls into this category would be insured for replacement~~instatement~~/reinstatement value.

Service Level Hierarchy Six (b)

Commercial and community leased buildings for which the City is responsible for the structural integrity only (tenant or lessee responsible for day to day maintenance and minor renewal). Due to the lease obligations a building that falls into this category would be insured for replacement ~~instatement~~/reinstatement value.

Service Level Hierarchy Six (c)

Commercial and community leased buildings for which the City has no obligation with respect to the ongoing maintenance and renewal of the building i.e. not required to have a yearly budget allocation for these buildings. Due to the lease obligations a building that falls into this category would be insured for replacement~~instatement~~/reinstatement value.

Insurance Levels

Each building, once assessed as per the requirements of this policy will be allocated an insurance level appropriate to its SLH, current condition and planned future use.

These insurance levels are as follows;

*Replacement / Reinstatement*: cost for full replacement of a building to current day standards including provisions for contingencies such as architects and engineers fees, removal of debris, extra cost of reinstatement, extinguishment costs and miscellaneous structures and equipment.

*Indemnity Only*: The "market value" of the building only. In the event of a total loss then that amount would be the maximum amount payable, there will be no consideration of replacing or rebuilding the asset in the processing of the claim.

This cover would be valid when it is deemed that a certain building would not be rebuilt in its current form and/or location, therefore doesn't require full replacement / reinstatement insurance cover.

*Demolition Only*: This value can be set by the Council, nominating a value to a certain building based on previous quotations, actual costs or an estimation of the probable costs to demolish it after a significant damage event.

*No Insurance*: Council may elect in some instances not to insure a building where other insurance cover already exists or the situation dictates that insurance cover is not necessary. This option would not be utilised in many instances.

*Buildings Valued at under $50,000 (excluding leased buildings)*: With the exception of Leased Buildings, the City will not insure buildings valued at under $50,000, unless the CEO considers it necessary due to special circumstances to take out a separate policy of insurance in respect to a particular building. The City believes the City's existing Building Reserve sufficiently provides for the insurance needs of such buildings.

Valuation of Assets

To ensure that all building values are consistent with current replacement costs and / or market values, the City will undertake a revaluation carried out by a Certified Practising Valuer every three (3) years. This value will then form the basis of each building's insurance cover and will be indexed each financial year by the Perth Consumer Price Index (CPI) until such time as an updated valuation is undertaken.

Leased Building

All leased buildings and improvements are to be insured for replacement/reinstatement value. Lessees are required to reimburse the City to the full extent of the cost of insurance for Leased Buildings.

An exemption is applied to not for profit community and sporting groups leasing City owned or managed buildings that are listed with the Heritage Council of WA with conservation plans. A concession of 50% of the insurance premium is to be applied. No concession will be granted for commercial tenants.

Review

The policy is to be reviewed every three (3) years to coincide with the review of the Building Asset Management Plan and the re-valuation of City Buildings.

Policy Background

Policy Reference No: 029
Owner Unit – Asset Management
Originator – Coordinator, Asset Management, Engineering and Works Services
Policy approved by – Council
Date Approved – 24 July, 2013
Review frequency – Every 3 years

History

| Council Resolution | Date | Information |
|---|---|---|
| C1307/192 | 24 July 2013 | Version 1 |

10.4 Airport Advisory Committee - 24/08/2016 - AIRPORT UPDATE

**SUBJECT INDEX:** Busselton Margaret River Airport
**STRATEGIC OBJECTIVE:** Infrastructure assets are well maintained and responsibly managed to provide for future generations.
**BUSINESS UNIT:** Commercial Services
**ACTIVITY UNIT:** Airport
**REPORTING OFFICER:** Airport Operations Coordinator - David Russell
**AUTHORISING OFFICER:** Director, Community and Commercial Services - Naomi Searle
**VOTING REQUIREMENT:** Absolute Majority
**ATTACHMENTS:** Nil

**This item was considered by the Airport Advisory Committee at its meeting on 24 August 2016, the recommendations from which have been included in this report.**

**PRÉCIS**

This report provides an overview on the Busselton-Margaret River Airport (BMRA) operations and activities for the reporting period 1 July 2015 to 30 June 2016.

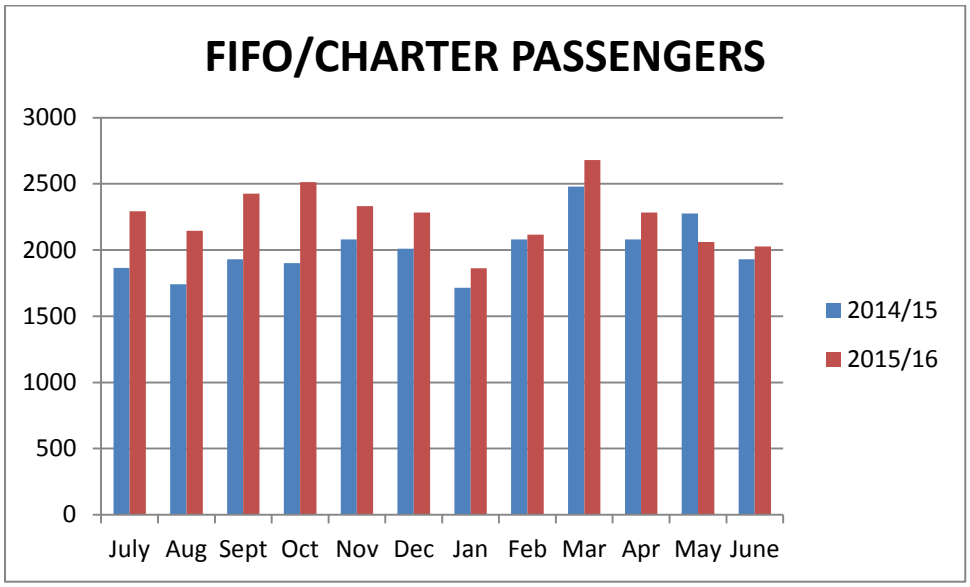
**BACKGROUND**

The airport has seen a reduction in FIFO services from 14 to 10 in the last financial year due to the withdrawal of the Maroomba / Ad Astral Beech 1900 services to Karara mine site as of December 2015. Despite this reduction in services, passenger numbers and aircraft movements have continued to increase over the year.

Below is a table indicating the number of FIFO/ Charter passengers travelling through BMRA for the reporting period 1 July 2015 to 30 June 2016:

| | **Departing FIFO/Charter Passengers** | | **Arriving FIFO/Charter Passengers** | |
|---|---|---|---|---|
| | **2014/15** | **2015/16** | **2014/15** | **2015/16** |
| **July** | 1036 | 1277 | 830 | 1016 |
| **August** | 1069 | 1189 | 673 | 956 |
| **September** | 1077 | 1280 | 854 | 1145 |
| **October** | 1039 | 1422 | 862 | 1090 |
| **November** | 1154 | 1295 | 926 | 1036 |
| **December** | 1065 | 1290 | 945 | 994 |
| **January** | 954 | 1065 | 760 | 798 |
| **February** | 1134 | 1188 | 946 | 928 |
| **March** | 1355 | 1469 | 1124 | 1212 |
| **April** | 1125 | 1314 | 955 | 969 |
| **May** | 1315 | 1154 | 961 | 907 |
| **June** | 1050 | 1101 | 881 | 926 |
| **Total** | **13373** | **15044** | **10717** | **11977** |

Total FIFO/Charter passengers for 2015/16 = 27,021
Total FIFO/Charter passengers for 2014/15 = 24,090




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

A total of 5213 aircraft landings were recorded for the 2015/2016 financial year, an increase from the numbers reported for the same period in 2014/2015 of 5144 landings.

This increase has been due to a number of visiting aircraft for Aerofest 2016, and an increase in Local commercial aircraft activity by Busselton Aero Club, Geronimo Skydivers, Tigermoth Adventure Flights and SLSWA.

There have been decreases in Emergency Services airport usage for, Helitac Firefighting, Police Airwing, RFDS and Aerorescue last financial year as seen in the table below. This table includes all license renewal and approved training flights for Emergency services as well as emergency flights.

The City does not restrict license renewal flights for emergency services or FIFO operators and is actively managing these operations. Voice recordings of all aircraft using BMRA and their activities are used to assists City Officers in addressing noise complaints received from the public about flight operations at the airport.

| Emergency Service | 2014/15 | 2015/16 |
|---|---|---|
| SLSWA | 236 | 248 |
| RFDS | 292 | 220 |
| Aerorescue | 23 | 20 |
| Police Airwing | 19 | 9 |
| Helitac Firefighters | 74 | 72 |

**NMP Non-Compliance Reporting**

Under the Noise Management Plan (NMP) the City is required to submit its annual compliance report to the Office of Environmental Protection Authority (OEPA) prior to 22 September 2016 for the reporting period of 23 June 2015 to 22 June 2016.

The annual compliance report was submitted on 3 August 2016 and reported that ten (10) out of an available twelve (12) CEO approved non-conforming activities (section 3.3.3 Approval for Non-Conforming Activity of the NMP) were used. Additionally, the report stated that nine (9) non-compliant incidents had been reported to the OEPA during the reporting period and that one (1) other non-compliance had occurred during the year but in accordance with the Compliance Assessment Plan (CAP).

**Telethon Charity Event**

The City has received a request from Channel 7 Telethon Trust, the event organizer for a charity flight to raise funds for Telethon and the Telethon Type 1 Diabetes Family Center, to waive the landing fees and passenger facilitation fees for an event to be held on Sunday 13th November 2016. The event comprises of two F100 aircraft, with expected passenger numbers of 200 who fly down to Busselton and spend the day in the region. The fundraising proceeds go to Telethon Type 1 Diabetes Family Center.

The total waived fees, including landing fees and passenger facilitation fees, is expected to be $5,900 (excluding GST) and does not include staff time (approx.$150.00) and as such requires Council endorsement. Other sponsors for this event include Network Aviation, Leeuwin Estate and South West Coachlines.

**STATUTORY ENVIRONMENT**

The BMRA operates in accordance with the following: The 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 policy implications with this report.

**FINANCIAL IMPLICATIONS**

The net operating result of the BMRA as at 30 June 2016 was a surplus of $257,197 including depreciation of $229,323 , compared to a surplus of $181,774 including depreciation of $147,860 at the same time last year. The revenue for the year was $1,088,784, which was $112,919 under the projected annual revenue. A number of factors influenced the revenue for 2015/16 including;

- Decreased budgeted revenue from the secure car park with parking fees totaling $261,835 compared to the projected budgeted revenue for 2015/16 of $302,920. This was mainly due to roster changes of car park patrons using the carpark for less days and some impact from incorrect ticket usage by some patrons
- Decreased budgeted revenue from landing fees totaling $494,836 compared to the projected budget revenue of $509,210 due to a reduction of FIFO services during the year.

The operating expenditure for 2015/2016 totaled $830,504 compared to $886,656 in 2014/2015. The decrease in expenditure was due to;

- Lower staffing levels during the beginning part of the year
- Airport Maintenance projects associated with the runway and runway strip being put on hold due to the Airport Development Project
- Decreased Contractor costs being reduced due to works being cancelled due to the Airport Development Project

**Long-term Financial Plan Implications**

There are no financial implications as a result of this report.

**STRATEGIC COMMUNITY OBJECTIVES**

The Busselton-Margaret River Regional Airport is consistent with following the City of Busselton's strategic Objectives:

Well Planned, Vibrant and Active Places:

2.3 Infrastructure Assets that are well maintained and responsibly managed to provide for future generations;

Connected City

4.1 Transport options that provide greater links within our district and increase capacity for community participation.

**RISK ASSESSMENT**

An assessment of the potential implications of implementing the officer recommendation has been undertaken using the City's risk assessment framework. The assessment sought to identify 'downside' risks only rather than 'upside' risks and where the risk, following implementation of controls, has been identified as medium or greater. No such risks were identified.

**CONSULTATION**

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

**OFFICER COMMENT**

FIFO/ Charter passengers through the BMRA have continued to increase last financial year with passengers provided with a more enjoyable experience by the completion of the following projects:

- Completion of the terminal seating upgrade
- Implementation of boarding gate counters to streamline passenger departures
- Information provides by a standalone Airport website

The 2015/16 financial year has also seen a number of operational improvements and maintenance taking place including; the deployment of a new 110,000ltr water tank funded by DPAW to support fixed wing firefighting operations, removal of airside farm fences to improve the safe take-off and landing of aircraft, City officers conducted a desktop emergency exercise in conjunction with local emergency services, and improvements to the Wildlife Management Plan Database reporting and Fly Neighborly Agreements (FNA) and Aerodrome Manual. Additionally the employment and induction of two new Airport Reporting and Maintenance Officers has ensured that the Airport is operating efficiently and complying with all relevant Government regulations.

**CONCLUSION**

The Airport Operations Team is looking forward to an exciting and challenging time during the 16/17 financial year with the Airport Development Project. Ensuring the airport is operating safely and providing a high level of customer service will be a priority throughout this.

**OPTIONS**

The Airport Advisory Committee chooses not to accept the Officers report.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Not Applicable.

**OFFICER RECOMMENDATION**

**ABSOLUTE MAJORITY DECISION OF COUNCIL REQUIRED**

That the Airport Advisory Committee;

1. Receives and note the Airport operations report.

2. Endorses the waiving of landing and passenger facilitation fees for the Telethon Charity flights to be held on the 13th November 2016 for 2 x F100 aircraft and estimated 200 passengers, to the total value of $5,900 excluding GST and staffing costs of $150.00.

Note: The Committee proposed an alternative recommendation that would separate the two decisions and enable the City to donate funds to the Telethon Charity.

**COMMITTEE RECOMMENDATION**

That the Airport Advisory Committee;

1. Receives and note the Airport operations report.

**COMMITTEE RECOMMENDATION**

**ABSOLUTE MAJORITY DECISION OF COUNCIL REQUIRED**

That the Airport Advisory Committee;

1. Endorse a donation to the value of the landing and passenger facilitation fees for the Telethon Charity flights to be held on the 13th November 2016 for 2 x F100 aircraft and estimated 200 passengers, to the total value of $5,900.

## 11. PLANNING AND DEVELOPMENT SERVICES REPORT

### 11.1 DRAFT LOCAL PLANNING STRATEGY - CONSIDERATION FOLLOWING ADVERTISING

**SUBJECT INDEX:** Local Planning Strategy
**STRATEGIC OBJECTIVE:** A City of shared, vibrant and well planned places that provide for diverse activity and strengthen our social connections.
**BUSINESS UNIT:** Strategic Planning and Development Services
**ACTIVITY UNIT:** Strategic Planning and Development
**REPORTING OFFICER:** Principal Strategic Planner - Louise Koroveshi
**AUTHORISING OFFICER:** Director, Planning and Development Services - Paul Needham
**VOTING REQUIREMENT:** Simple Majority
**ATTACHMENTS:**
Attachment A Draft Local Planning Strategy (as advertised)
Attachment B Western Australian Planning Commission consent to advertise
Attachment C Draft Local Planning Strategy (as adopted by Council)
Attachment D Future Busselton 2050
Attachment E Schedule of Submissions
Attachment F Schedule of Modifications
Attachment G Matters to be Considered in the Leeuwin Naturaliste Sub-Regional Strategy

| DISCLOSURE OF INTEREST | |
|---|---|
| **Name/Position** | Louise Koroveshi, Principal Strategic Planner |
| **Item No./Subject** | 11.1 - Draft Local Planning Strategy – Consideration Following Advertising |
| **Type of Interest** | Impartiality Interest |
| **Nature of Interest** | Spouse lodged submissions on behalf of landowners in response to advertising of the draft Local Planning Strategy. |

**PRÉCIS**

The Council is requested to consider the draft Local Planning Strategy (draft Strategy) following advertising, with the aim of referring the draft Strategy to the Western Australian Planning Commission (WAPC) for its final endorsement. The advertised version of the draft Strategy is provided at Attachment A. The draft Strategy sets out the long term, broad planning direction for the District.

Development of the draft Strategy follows consultation processes undertaken commencing late in 2012. More recently, public consultation on the draft Strategy, including two public information sessions, was carried out over a period of 60 days ending 13 May 2016; 52 submissions were received.

The Schedule of Submissions, provided at Attachment E, contains a number of recommendations that are either partially supportive or not supportive of matters raised in submissions (both government agency and public submissions) and given that those matters are relatively straightforward to deal with and they are not viewed as having strategic significance, they are not specifically discussed within the main body of this report.

Other matters raised in submissions are considered to be more significant and include: settlement expansion at Carbunup River & Metricup; re-subdivision and consolidation within the Commonage & Dunbarton rural residential areas; the Ridgeway Drive precinct to the immediate west of Dunsborough Lakes; the Molloy Street/Ford Road precinct; 'Abbey South'; the Caves Road tourist strip; and expansion of Vasse north of the Vasse Bypass. Whilst not matters raised specifically in response to advertising, further consideration is also given to 'Vasse South', the Bunker Bay tourism

node (specifically the adjoining 'Farmbreak' site) and outcomes of the Busselton Traffic Study (specifically the 'Eastern Link').

Consideration of the draft Strategy has also identified a number of issues that are recommended the Council identify for assessment through the preparation of the Leeuwin Naturaliste Sub-Regional Strategy (LNSRS), as set out in Attachment G.

Officers are recommending that the draft Strategy is adopted by the Council for final approval in accordance with a Schedule of Modifications provided at Attachment F and subsequent referral to the WAPC for final endorsement.

**BACKGROUND**

At its meeting of 25 September 2013, the Council resolved to adopt a draft Strategy for advertising and referral to the WAPC for consent to advertise. The version of the draft Strategy (text and map) initially adopted by the Council is provided at Attachment C.

Subsequent to the adoption of the draft Strategy by the Council, Department of Planning staff provided informal advice to the City on elements of the draft Strategy that they would not be prepared to support, and sought feedback from the City. City staff informally discussed the advice of the DoP with Councillors and a revised working draft was prepared, reflecting some changes for consideration by the WAPC.

The WAPC granted consent to advertise the draft Strategy on 18 November 2015, subject to a number of further modifications (Attachment B). The key modifications that were required were as follows -

1. Delete Urban Growth Area 11 'Abbey South' – due to inconsistency with *State Planning Policy 6.1 Leeuwin Naturaliste Ridge*.
2. Delete Urban Growth Area 13 'Vasse South' – due to inconsistency with *State Planning Policy 6.1 Leeuwin Naturaliste Ridge*.
3. Urban Growth Area 12 'Vasse East' - to be considered through the preparation of the Leeuwin Naturaliste Sub-Regional Strategy due to inconsistency with *State Planning Policy 6.1 Leeuwin Naturaliste Ridge*.
4. Modify Urban Growth Area 16 'Quindalup South - by illustrating with an indicative symbol (star and arrows) and to be considered through the preparation of the Leeuwin Naturaliste Sub-Regional Strategy due to inconsistency with *State Planning Policy 6.1 Leeuwin Naturaliste Ridge*.
5. Delete the Bunker Bay tourism node from Table 1: Settlement Framework – due to inconsistency with *State Planning Policy 6.1 Leeuwin Naturaliste Ridge*.
6. Include the Dunsborough Light Industrial Area within Table 4: Industrial/Service Commercial Framework and to be investigated via the Leeuwin Naturaliste Sub-Regional Strategy for urban expansion and the associated relocation of the future LIA to a more suitable location.

Development of the draft Strategy prior to adoption by the Council for advertising followed a consultation programme which included, amongst other things, the release in late 2012 of an options paper entitled *Future Busselton 2050 – Strategic Growth Scenarios* (Attachment D). Feedback received via written submissions and as part of a series of workshops guided the development of the draft Strategy. The overwhelming preference expressed through the consultation process was for 'Scenario 3: Focused Growth'. The draft Strategy reflects that scenario most closely.

**STATUTORY ENVIRONMENT**

The key statutory environment relevant to consideration of this report is set out in the *Planning and Development (Local Planning Schemes) Regulations 2015*. A local planning strategy is intended to set out the long-term, overall planning and development direction for a local government district. A local planning strategy is also a prerequisite for the adoption of a new local planning scheme that provides for significant change in planning direction. According to Regulation 11 of the *Planning and Development (Local Planning Schemes) Regulations 2015* -

> *(2) A local planning strategy must —*
> *(a) set out the long-term planning directions for the local government; and*
> *(b) apply any State or regional planning policy that is relevant to the strategy; and*
> *(c) provide the rationale for any zoning or classification of land under the local planning scheme.*

The Regulations also require that a local planning strategy is endorsed by the WAPC, and also establishes minimum requirements for advertising.

**RELEVANT PLANS AND POLICIES**

There are a wide range of State and local level plans and policies that have been taken into consideration in the formulation of the draft Strategy, including the WAPC's *South-West Regional Planning and Infrastructure Framework,* which sets out the State Government planning direction for the South-West of WA, and identifies Busselton as a 'high growth potential, sub-regional centre', and Dunsborough as a 'medium growth potential, major town'. Other important State-level plans, policies and guiding documents are –

- *State Planning Strategy*
- *State Planning Framework (SPP1)*
- *Environment and Natural Resources (SPP2)*
- *Basic Raw Materials (SPP2.4)*
- *Agriculture and Rural Land Use (SPP2.5)*
- *State Coastal Planning (SPP2.6)*
- *Water Resources (SPP2.9)*
- *Urban Growth and Settlement (SPP3)*
- *Residential Design Codes (SPP3.1)*
- *Development Contributions for Infrastructure (SPP3.6)*
- *State Industrial Buffer (SPP 4.1)*
- *Activity Centres for Perth and Peel (SPP4.2)*
- *Leeuwin Naturaliste Ridge (SPP6.1)*
- *Liveable Neighbourhoods: Community Design Code.*
- *Busselton Wetlands Conservation Strategy*
- Infrastructure plans and policies that address such matters as roads and transport, power, water, wastewater, education, health facilities and so forth.
- Environmental Protection Authority (EPA), Department of Environmental Regulation and Department of Water guidance related to habitat and vegetation protection, wetlands and water quality.
- WAPC endorsement of the preferred alignments for the Busselton Outer Bypass (BOB) and Vasse-Dunsborough Link.

The City has a range of strategies and plans that have also informed the preparation of the draft Strategy including –

- *Busselton Urban Growth Strategy*

- *Local Rural Planning Strategy*
- *Local Commercial Planning Strategy*
- *Local Tourism Planning Strategy*
- *Local Cultural Planning Strategy*
- *Local Environmental Planning Strategy*
- *Biodiversity Incentive Strategy*
- *Community Strategic Plan*
- *Busselton Foreshore Master Plan*
- *Airport Master Plan and Conceptual Land Use Plan*

Other key documents include the *Commonage Policy Area Consolidated Structure Plan* and approved structure plans for existing, planned urban growth areas of Yalyalup, Vasse, Ambergate North, Dunsborough Lakes, Port Geographe, South Broadwater, Yalyalup Industry Park, as well as the Busselton Foreshore.

**FINANCIAL IMPLICATIONS**

There are considered to be no financial implications arising from the implementation of the Officer Recommendation.

**Long-term Financial Plan Implications**

Nil.

**STRATEGIC COMMUNITY OBJECTIVES**

The preparation of the draft Strategy has been cognisant of the issues identified by the community as being important through the Strategic Community Plan process. The draft Strategy reflects the six key goal areas and community objectives set out in the City of Busselton *Strategic Community Plan.*

**RISK ASSESSMENT**

The draft local planning strategy sets out the long-term planning direction for the City and it is not practicable to undertake a risk assessment of a project of this nature using the City's risk assessment framework.

**CONSULTATION**

The draft Strategy was advertised for 60 days between 16 March and 13 May 2016. 52 submissions were received (11 government agency and 41 public submissions). A Schedule of Submissions is provided at Attachment E. Public information sessions held in Busselton (5 April 2016) and Dunsborough (26 April 2016) attracted an attendance of six and approximately 35 people respectively. Feedback from both public information sessions indicated broad support for the overall direction of the draft Strategy.

The Schedule of Submissions also contains a number of recommendations that are either partially supportive or not supportive of matters raised in submissions (both government agency and public submissions) and given that those matters are relatively straightforward to deal with and/or are not viewed as having strategic significance, they are not specifically discussed within the body of this report. The substance of the submissions concerned can be broadly classified as follows –

**1. Molloy Street/Ford Road Precinct**

- 4 submissions advocating the identification of the precinct as an urban growth area.

**2. Abbey South**

- 3 submissions requesting the identification of Lots 12, 402 and 4 Caves Road, Abbey as a 'Medium Term Urban Growth Area'.

**3. Dunsborough**

- 1 submission not supportive of town centre expansion and advocating a shop retail floorspace cap for Dunsborough Lakes;
- 3 submissions supportive of 'Dunsborough South' urban expansion area;
- 1 concern over the location of the 'separation of settlements' line; and
- 2 submissions supportive of, and 1 submission objecting to, the Ridgeway Drive precinct (immediately west of Dunsborough Lakes) being identified as an urban growth area.

**4. Commonage and Dunbarton Rural Residential Areas**

- 8 submissions supporting re-subdivision and consolidation of numerous properties; and
- 1 submission commenting that a review of the *Commonage Policy Area Consolidated Structure Plan* should avoid further development in vegetated areas.

**5. Busselton City Centre**

- 3 submissions advocating the preparation of an activity centre plan to redefine the boundary of the City Centre to include Lot 17 West Street and Lots 2, 3 and 11 Bussell Highway.

**6. Ambergate**

- 1 submission requesting text and mapping modifications for Chapman Hill Road Industrial/Service Commercial growth area to reflect a proposed scheme amendment; and
- 1 submission proposing to rezone Lots 4 and 2363 Queen Elizabeth Avenue, within Ambergate North, for short term urban development.

**7. Caves Road Tourist Strip and Strata Titled Tourism Development in Rural Areas**

- 1 submission suggesting the draft Strategy could be misinterpreted as not supporting strata titling of major tourist accommodation development in rural areas; and
- 1 submission objecting to the 'Rural Areas' classification for Lot 200 Caves Road, Dunsborough and requesting the site's identification for tourist and residential purposes.

**8. Industrial/Service Commercial Growth Areas – Busselton**

- 2 submissions supportive, but suggesting inclusion of triggers/mechanisms for the staged release of identified areas.

**9. Vasse**

- 1 submission requesting expansion of Vasse north of Busselton Bypass extension and increase in retail floorspace cap for the Vasse village centre;
- 2 submissions expressing concern about traffic/safety issues; and
- 1 submission supporting an increased retail floorspace cap for Vasse townsite.

**10. Carbunup River and Metricup**

- 1 submission not supportive of settlement expansion at Carbunup River and Metricup due to the potential for land use conflict; and
- 1 submission requesting changing Metricup from 'Long Term Urban Growth Area' to 'Short/Medium Term Urban Growth Area'.

**11. South Broadwater**

- 1 submission requesting mapping modification to Urban Growth Area 6 - South Broadwater to reflect the boundary of the 'Conservation' zone proposed by Amendment 13 to Local Planning Scheme 21 (Nilgup Park).

**12. Eagle Bay**

- 1 submission requesting the identification of Lot 50 Eagle Bay Road as a 'Medium Term Urban Growth Area'.

**13. Aged persons' accommodation**

- 2 submissions supporting greater emphasis and certainty on the provision of aged persons' housing and aged care accommodation.

**14. Miscellaneous**

- 1 submission supporting the draft Strategy and continued community consultation;
- 1 submission supporting planned airport upgrades; and
- 1 submission supporting road and waste management initiatives and commenting that a high speed passenger rail link between Perth and Margaret River is unrealistic.

**15. Government Agencies**

- 6 submissions suggesting text and/or mapping changes, some of which are recommended in the 'Schedule of Modifications'; and
- 5 submissions of general commentary, no comment or no objection.

The matters raised in submissions that are viewed as being more complex and/or strategically significant include: settlement expansion at Carbunup River & Metricup; re-subdivision and consolidation within the Commonage & Dunbarton rural residential areas; the Ridgeway Drive precinct to the immediate west of Dunsborough Lakes; Molloy Street/Ford Road precinct; Abbey South; Caves Road tourist strip; and the expansion of Vasse north of the Vasse Bypass. Whilst not raised specifically in response to advertising, further consideration is also given to Vasse South, the Bunker Bay tourist node (specifically the adjoining 'Farmbreak' site) and the outcomes of the Busselton Traffic Study (specifically the 'Eastern Link'). These matters are discussed further under the 'Officer Comment' section of this report.

**OFFICER COMMENT**

The more complex and/or strategically significant issues raised during the public consultation process, and three additional matters for further consideration are addressed under the following sub-headings:

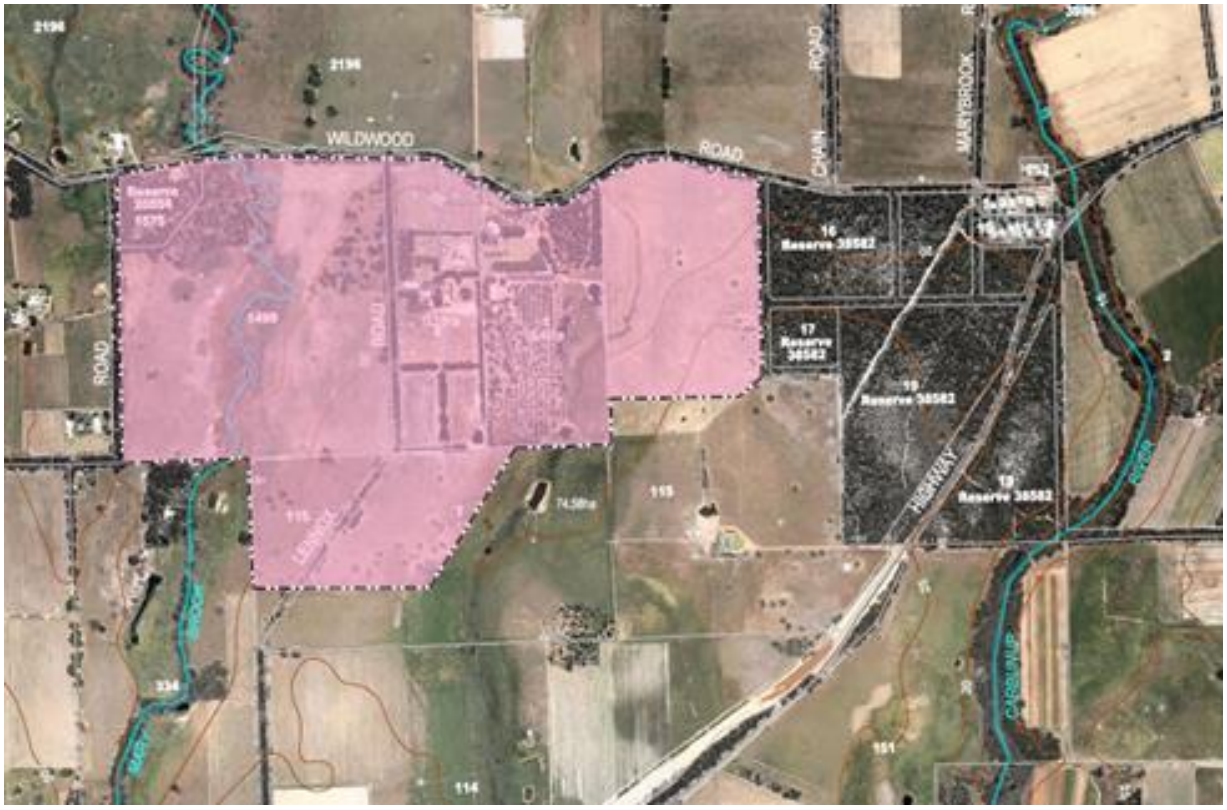
1. Settlement expansion at Carbunup River & Metricup;
2. Re-subdivision and consolidation within the Commonage & Dunbarton rural residential areas;
3. The Ridgeway Drive precinct;
4. Molloy Street/Ford Road precinct;
5. Abbey South;
6. Caves Road tourist strip;
7. Expansion of Vasse north of Vasse Bypass;
8. Vasse South;
9. Bunker Bay tourist node; and
10. Busselton Traffic Study – 'Eastern Link'.

**1. Settlement expansion at Carbunup River & Metricup**

One government submission received recommended against settlement expansion at Carbunup River and Metricup due to the potential for land use conflict. A second submission received requested changing Metricup from 'Long Term Urban Growth Area' to 'Short/Medium Term Urban Growth Area'.

The main concern raised by the government agency in relation to settlement expansion at Carbunup River and Metricup focuses on the potential for land use conflict between residents and commercial agricultural activities and practices (principally chemical spray, fumigant drift, noise and dust).

Carbunup River and Metricup were identified as medium and long term growth areas respectively because the draft Strategy must have due regard to State Planning Policies, and in particular *State Planning Policy 6.1 Leeuwin Naturaliste Ridge* (LNRSPP). The LNRSPP settlement hierarchy identifies both Carbunup River and Metricup as 'hamlets' (i.e. settlements with up to 500 residents). The general locations for settlement expansion for Carbunup River and Metricup are shown in the following images –




*Carbunup River*




*Metricup (note: no more specific location yet identified)*

In considering proposed settlement expansion at Carbunup River (and to some degree, Metricup), the Council resolved at its meeting on 10 February 2016, to recommend that the WAPC (inter alia) -

1. *Does not support the progression of the Carbunup River settlement expansion proposal to the scheme amendment and structure planning stages for the following reasons –*

    - *The proposal does not reflect contemporary planning and sustainability principles that support compact urban form with an emphasis on redevelopment and consolidation within, and expansion focused on, existing urban areas to best utilise infrastructure, services and community facilities.*

    - *The proposal is inconsistent with State Planning Policy 1: State Planning Framework and State Planning Policy 3 Urban Growth and Settlements as it would facilitate the development of a small, isolated and 'off-grid' settlement remote from existing infrastructure such as reticulated sewer and water services, community and commercial services, employment and schools, with very few services and facilities and with an almost total reliance on private cars for transport.*

- *Population growth and land supply projections that underpin the City of Busselton Draft Local Planning Strategy demonstrate that there is sufficient zoned and structure planned urban land to accommodate projected growth for at least the next 15 years (without any substantiated need for a new settlement at Carbunup River).*

- *Advertising of the proposal did not elicit a strong view or consensus from the local community that settlement expansion at Carbunup River is either warranted or supported.*

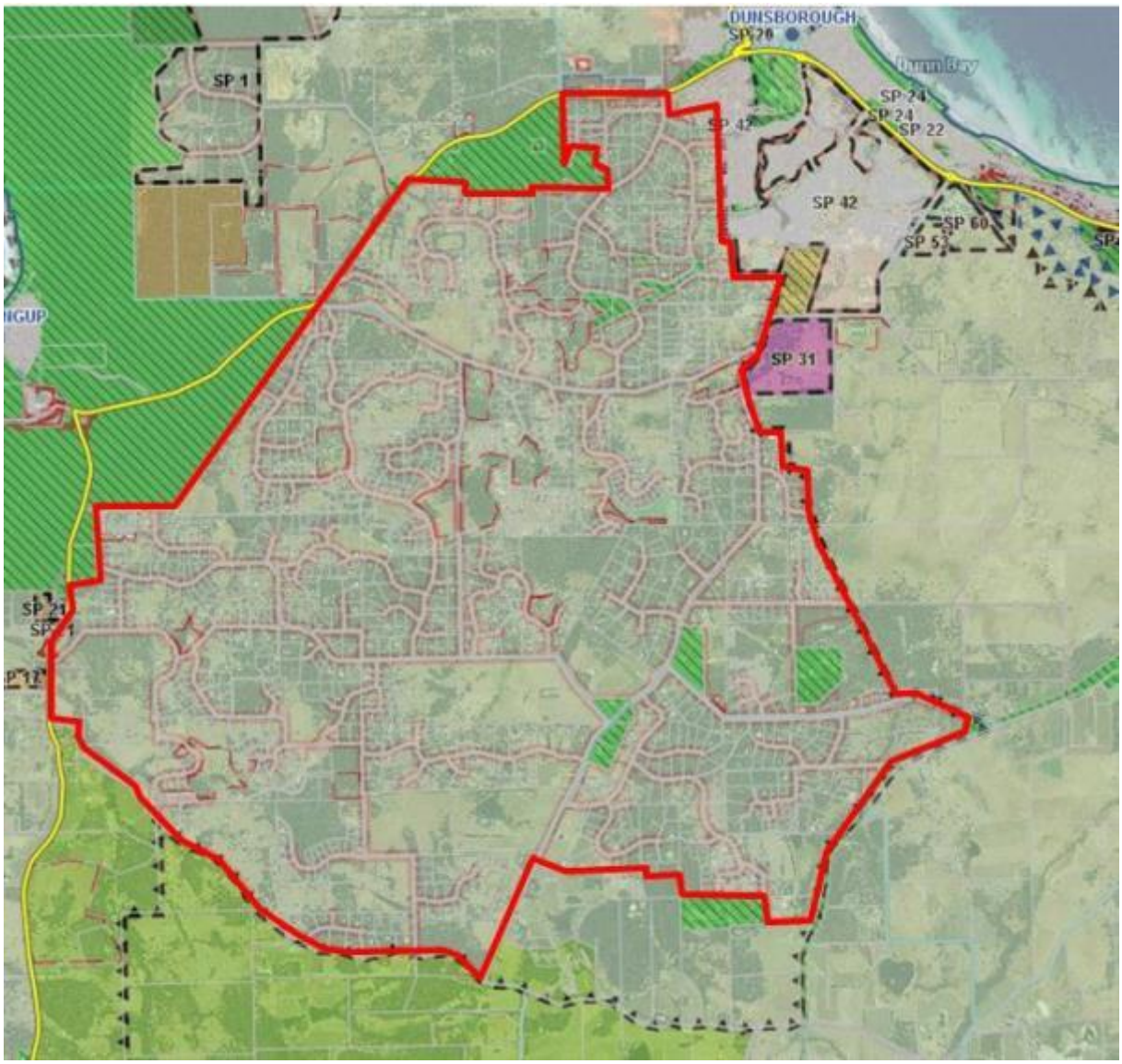
- *Whilst a number of matters raised as grounds of objection/concern would need to be comprehensively addressed and resolved through subsequent rezoning and structure planning phases (should the current proposal be supported), a new settlement at the proposed location would place residents in an established agricultural area surrounded by, and in close proximity to, intensive agricultural operations and subject to chemical spray, fumigant drift, noise and dust. There would be a strong potential for land use conflicts. This would be inconsistent with State Planning Policy 1 State Planning Framework, State Planning Policy 2.5 Rural Land Use Planning, State Planning Policy 3 Urban Growth and Settlement and the South West Planning and Infrastructure Framework.*

2. *Includes the reassessment and review of potential settlement expansion areas (as currently set out in Table 5 Settlement Hierarchy of State Planning Policy 6.1 Leeuwin Naturaliste Ridge) for Carbunup River and Metricup as an integral part of the Leeuwin Naturaliste Sub-Regional Strategy.*

After consideration of the two submissions, and in light of the resolution of the Council, officers are recommending that Carbunup River is amended from 'Medium Term Urban Growth Area' to 'Long Term Urban Growth Area' (same as Metricup) with settlement expansion for both Carbunup River and Metricup to be considered via the Leeuwin Naturaliste Sub-Regional Strategy (LNSRS).

**2. Re-subdivision and consolidation within the Commonage & Dunbarton rural residential areas**

The main focus of submissions received advocated broad support for re-subdivision and consolidation within the Commonage and Dunbarton rural residential generally, and with specific preference for subdivision of individual and/or groups of landholdings. The rural residential areas are shown in the following image -




*Commonage*




*Dunbarton*

Some of the locations suggested in submissions for re-subdivision are not considered the most appropriate for consolidation (especially in the southern and more distant from Dunsborough areas of the Commonage).

The intent of the draft Strategy is to plan to identify *suitable* areas for re-subdivision and therefore there is seen to be a need to manage landowner expectations in this regard. It is considered that the identification of suitable areas should be a targeted process via a City-led project and not on an *ad hoc* basis driven by individual landowners. Land supply within the Commonage is also not an issue

currently, as there remain significant opportunities under the *Commonage Policy Area Consolidated Structure Plan* for subdivision that have not been taken up. There are numerous other considerations that such a process would need to account for, such as –

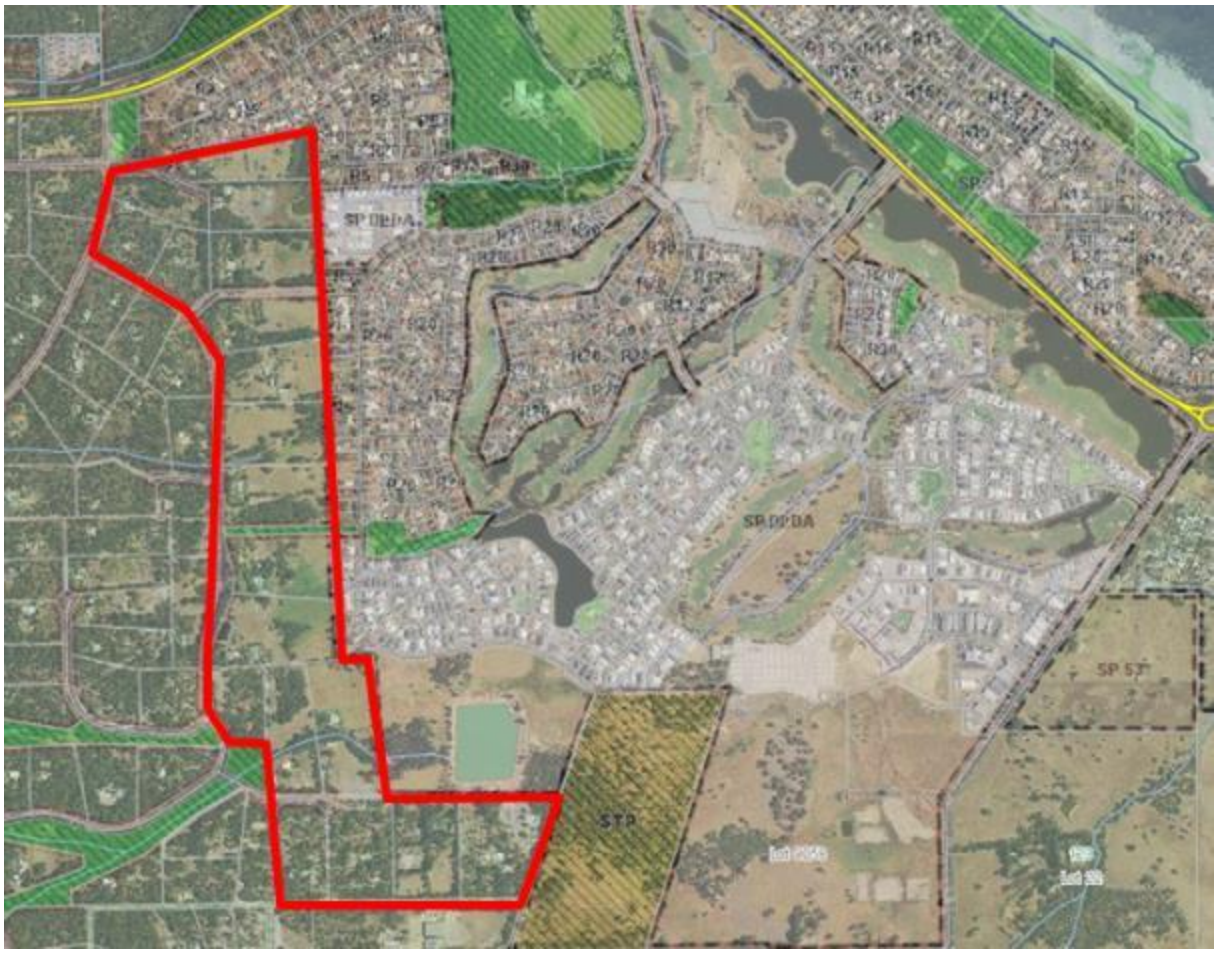
- Protection of remnant native vegetation and other environmental issues;
- Bush fire risk;
- Landscape character and visual amenity;
- Road connectivity;
- Proximity to and provision of infrastructure services such as scheme water;
- Settlement planning principles (especially in the southern and more remote areas of the Commonage) and proximity to community services and facilities; and
- Diversity of lot sizes.

Consideration of settlement planning principles would suggest that potentially the most appropriate area for initial consideration within the Commonage would be within part of the Quedjinup locality northwest of Biddle Road. The general area is more gently undulating, mostly cleared, close to scheme water and other community services/facilities in, and near to, the Dunsborough Town Centre, easily accessible from Caves Road and would potentially allow consideration of smaller Special Residential sizes lots (i.e. 2,000 – 5,000m$^2$). Notwithstanding this, land supply in particular is not a pressing issue, and officers are of the view that this is not a project that should be a strategic priority for the City (and that is expected to remain the case for at least a decade).

The Dunbarton rural residential area is viewed as having a higher priority for City-led review as rural residential land supply in the Busselton area is more constrained; the area is generally less environmentally constrained and is relatively close to existing urban areas, services and facilities.

**3. Ridgeway Drive precinct**

Two submissions were received requesting the identification of the Ridgeway Drive precinct as a 'Medium Term Urban Growth Area'. The precinct is identified as those larger lots located between the western boundary of Dunsborough Lakes and Ridgeway Drive/Koopin Place. The general location of the area is indicated by the blue star on the following aerial photograph -




*Ridgeway Drive precinct*

An objection to closer settlement in this area was also received from a landowner in the precinct requesting that the area remain un-subdivided for the following reasons –

- To separate urban development in Dunsborough Lakes from Commonage rural residential lots;
- Visually aesthetic buffer area; and
- Provide a buffer to Dunsborough Lakes in the event of a bushfire.

The Ridgeway Drive precinct was identified on the version of the draft Strategy adopted by the Council in 2013 as 'Long Term Urban Growth Area 19'. The land was identified for a number of reasons, including –

- Large lot sizes;
- Gentle topography and mostly cleared;
- Close to the Dunsborough Town Centre, community and recreational facilities;
- Close proximity to reticulated water and sewerage infrastructure;
- Opportunity for pedestrian and vehicle connectivity to Dunsborough Lakes Drive; and
- Logical extension to existing urban development.

Officers have considered two key questions in relation to the focus of the submissions -

- Is there a *need* to identify new urban growth areas in addition to those already identified in the draft Strategy?
- If so, where is the best *location* for that to occur?

In terms of *need*, the land supply/dwelling yield projections that underpin the draft Strategy indicate that there is insufficient zoned and structure planned land in Dunsborough to accommodate anticipated population growth.

In terms of *location*, the Ridgeway Drive precinct is generally environmentally unconstrained, and in terms of settlement planning principles, represents a logical extension of urban development at Dunsborough Lakes (for the reasons as set out above). Other than generally in a south/south east direction from Dunsborough and immediately west of Dunsborough Lakes in the Ridgeway Drive precinct, the physical expansion of Dunsborough is highly constrained.

Officers are recommending that consideration of the Ridgeway Drive precinct for 'Medium Term Urban Growth Area' development be given through the preparation of the Leeuwin Naturaliste Sub-Regional Strategy.

**4. Molloy Street/Ford Road precinct**

Four submissions (all appearing to be from related parties) were received requesting the identification of the Molloy Street/Ford Road precinct for future urban development and in particular the rezoning of Lots 17 and 18 Molloy Street from 'Agriculture' to 'Residential'. The precinct is shown in the following image -



*Molloy Street/Ford Road precinct*

Reasons provided in the submissions in support of the proposal include –

- Land is fragmented and lot sizes are unsuitable for agriculture;
- 1km from Busselton City Centre;
- Existing Residential R20 development is close by;
- Lot 17 is serviced by a sealed road, reticulated water, power, rubbish collection and postal delivery;

- Neighbouring land uses are non-agricultural; and
- Land has no conservation values.

The pattern of land fragmentation within this precinct is not a recent outcome - the area's value for productive agriculture was lost long ago. The area is, in fact, in many ways already a *de facto* rural-residential area. The unsuitability of land for agriculture is also very clearly not a sufficient basis to support closer settlement or urban development. Notwithstanding this, officers have considered two key questions in relation to the focus of the submissions -

- Is there a *need* to identify new urban growth areas in addition to those already identified in the draft Strategy?
- If so, where is the best *location* for that to occur?

In terms of *need*, the land supply/dwelling yield projections that underpin the draft Strategy indicate that, in Busselton, there is already sufficient zoned and structure planned land, or identified growth areas, to accommodate anticipated population growth for at least the lifetime of the Strategy (15 years+) *without* the need to identify additional areas.

In terms of *location*, the Molloy/Ford Road precinct is *highly constrained* for environmental reasons (wetlands, flood risk) and is an area being considered for a number of intersecting infrastructure projects, such as planned future road network upgrades into the Busselton City Centre (e.g. Causeway Road upgrade, Eastern Link). Urban development in this area would also necessarily be fragmented and not integrated with a broader or coherent residential neighbourhood.

Officers are recommending that the Molloy Street/Ford Road precinct is not supported for identification as a new urban growth area as it is highly constrained due to: wetlands and flood risk; alternative traffic & access routes into Busselton City Centre and it is not needed for urban land supply. If the strategic direction were to change, 'Conservation' zoning would be the most appropriate, as it would not provide for further subdivision potential and have limited development potential, and would, in fact, be more appropriate than the existing zoning of the land.

**5. Abbey South**

Three submissions were received in support of the identification of 'Abbey South' as a 'Medium Term Urban Growth Area' to reflect the version of the draft Strategy adopted by the Council in 2013; essentially the area shown in the image below -




*Abbey South*

Officers have considered two key questions in relation to the focus of the submissions -

- Is there a *need* to identify new urban growth areas in addition to those already identified in the draft Strategy?
- If so, where is the best *location* for that to occur?

In terms of *need*, the land supply/dwelling yield projections that underpin the draft Strategy indicate that, in Busselton, there is already sufficient zoned and structure planned land, or identified growth areas, to accommodate anticipated population growth for at least the lifetime of the Strategy (15 years+) *without* the need to identify additional areas. That is, though, dependent upon planned/proposed urban growth areas (such as Bovell) commencing development in the medium term. Should that not occur, supply will diminish, with *choice and diversity* in the market becoming more constrained. The 'Abbey South' area has the potential to address that potential shortfall in a meaningful way.

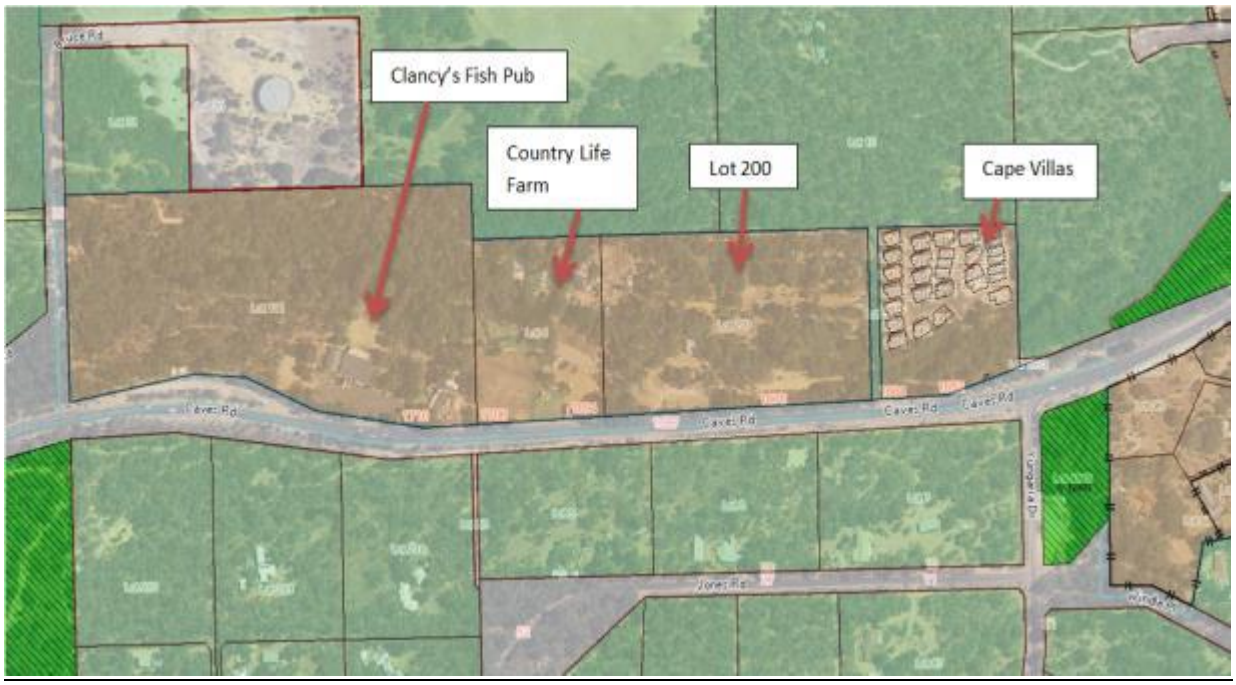
In terms of *location*, officers are of the view that 'Abbey South' has considerable merit for identification for urban development for a number of reasons, including -

- The area is the last undeveloped coastal or near-coastal land with significant development potential in the Busselton-Vasse Urban Area;
- Further residential expansion to the west is constrained by land in public ownership (Locke Conservation Estate);
- It will round off existing residential development/settlement consolidation;
- There will not be any affect in terms of separateness of settlements;
- The area is close to neighbourhood shopping, schools, community infrastructure, public transport and servicing infrastructure; and
- No visual impact or significant environmental constraints.

Given that the WAPC did not support the inclusion of 'Abbey South' in the advertised version of the draft Strategy due to: inconsistency with the State Planning Policy 6.1 Leeuwin Naturaliste Ridge; not identified in the existing planning framework; and the Minister for Planning's decision to refuse to grant final approval to Amendment 176 to Scheme 20, which would have facilitated structure planning for urban development officers are recommending that consideration of 'Abbey South' for 'Medium Term Urban' development is given during the preparation of the Leeuwin Naturaliste Sub-Regional Strategy. That would allow for consideration of the proposal at that strategic level.

**6. Caves Road tourist strip**

One submission was received objecting to the inclusion of Lot 200 Caves Road, Dunsborough in 'Rural Areas' and seeking a change in designation to tourist and residential. Lot 200 is one of four lots that form a pocket of land zoned 'Tourist' under Local Planning Scheme 21 along Caves Road, as shown on the following image -




*Caves Road tourist strip*

The draft Strategy does not specifically identify 'Tourist' zoned land within urban areas or land having tourist accommodation in non-urban areas (such as the numerous 'Additional Use' areas throughout the District that provide for both low-key (i.e. chalets) and more significant tourist development).

The focus of the submission raises a number of planning issues related to the intensification of development that are applicable not only to Lot 200, but also the neighbouring 'Tourist' zoned lots. The planning issues are summarised as follows -

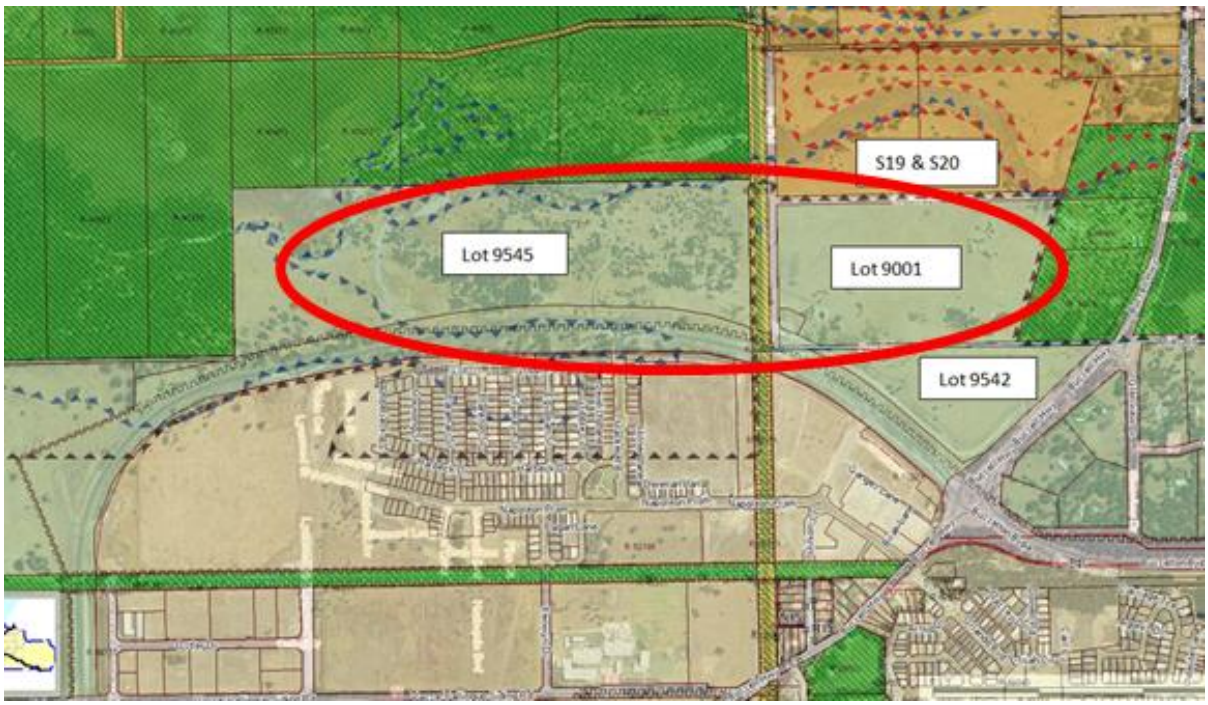
- remnant vegetation and steep topography;
- area and surrounds are designated as bush fire prone on State Map of Bushfire Prone Areas;
- no secondary road access (could not comply with *State Planning Policy 3.7 Planning in Bushfire Prone Areas*);
- *State Planning Policy 6.1 Leeuwin Naturaliste Ridge*, the draft Strategy and the *Local Tourism Planning Strategy* do not contemplate tourist accommodation sites in the Rural or other zones outside of town sites as being suitable for a residential component; and
- To achieve acceptable fire management/protection outcome, even putting aside the fundamental flaw relating to access, there would be a significant impact on vegetation and the visual landscape amenity which is contrary to *State Planning Policy 6.1 Leeuwin*

*Naturaliste Ridge*, the 'Landscape Value Area' pursuant to Local Planning Scheme 21 and the *Local Rural Planning Strategy*.

Officers are recommending that the submission is not supported due to these planning issues.

**7. Vasse**

One submission was received seeking support for expansion of the Vasse urban footprint north of the Vasse Bypass, broadly the area highlighted on the following image –




*Vasse*

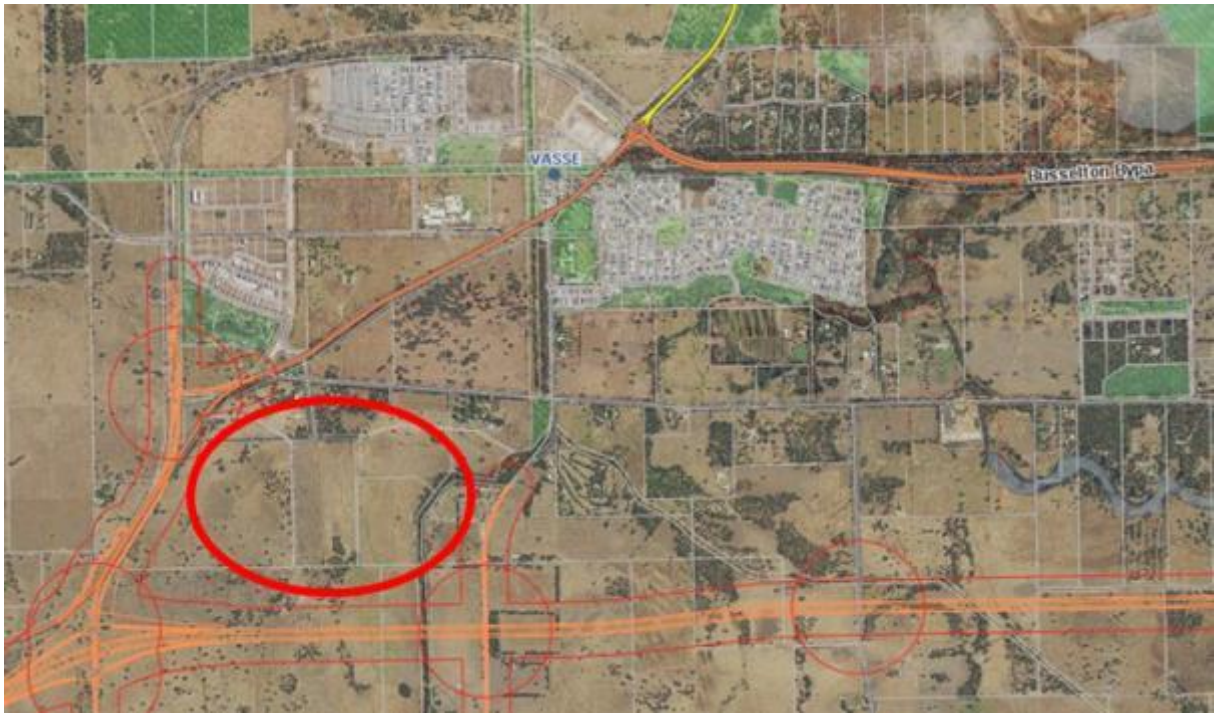
The expansion of the Vasse footprint north of the Vasse Bypass is not contemplated by *State Planning Policy 6.1 Leeuwin Naturaliste Ridge.* If this land had been contemplated for inclusion as part of Vasse, the alignment of the Vasse Bypass would in any case have been planned further northwards, to avoid the significant road severance issues that would result. Potentially, however, part of the land could be considered for the location of institutional uses, such as medical or educational uses, with a District-wide or regional catchment, wherein severance from the Vasse settlement would be much less problematic.

The same submission also sought an increase in the permissible shop retail floorspace for the Vasse Village Centre to 8,500m$^2$. An increase in shop retail floorspace to 8,500m$^2$ is also not contemplated by *State Planning Policy 6.1 Leeuwin Naturaliste Ridge.* It would result in an activity centre significantly larger than the 'neighbourhood centre' classification in SPP6.1 and the shop retail cap for the Village Centre established by the current endorsed structure plan (4,650m$^2$). Such a significant increase in shop retail floorspace would undermine/delay the delivery of discount department store & additional supermarket development within the Busselton City Centre, the Dunsborough Town Centre and the future Ambergate North district centre. As such, it is not supported.

**8. Vasse South**

Land to the south of Vasse (i.e. between the southern extent of the Vasse footprint and the alignment of the Busselton Outer Bypass corridor) was identified as a 'Long Term Urban Growth Area' on the version of the draft Strategy adopted by the Council in 2013. The indicative area is

highlighted on the following image (with the currently planned Outer Bypass alignment also indicated in orange) -




*Vasse South*

Officers have considered two key questions in relation to 'Vasse South':

- Is there a *need* to identify new urban growth areas in addition to those already identified in the draft Strategy?
- If so, where is the best *location* for that to occur?

In terms of *need*, the land supply/dwelling yield projections that underpin the draft Strategy indicate that, in Busselton, there is already sufficient zoned and structure planned land, or identified growth areas, to accommodate anticipated population growth for at least the lifetime of the Strategy (15 years+) *without* the need to identify additional areas. That is, though, dependent upon planned/proposed urban growth areas (such as Bovell) commencing development in the medium term. Should that not occur, supply will diminish, with *choice and diversity* in the market becoming more constrained. The 'Vasse South' area has the potential to address that potential shortfall in a meaningful way.

In terms of *location*, 'Vasse South' has considerable merit for identification for future urban development as the land is relatively unconstrained, would consolidate settlement around Vasse (commercial, retail, education and other community infrastructure, service infrastructure) and would not have major road severance issues.

Strategically, the option of 'Vasse South' becomes more significant for consideration of the extension of Vasse, particularly given that 'Vasse East' (which is included as an additional urban growth area in the draft Strategy) is *already* zoned 'Rural Residential'. Although structure planning to guide consolidated subdivision is yet to commence, officers have recently been made aware that the owner of the largest land parcel is potentially contemplating pursuing subdivision and development under the current zoning. Notwithstanding the identification of this land in the draft Strategy for long term urban, there is no certainty that this desirable future development will not be compromised by the current zoning.

For the abovementioned reasons, officers are recommending that 'Vasse South' be investigated for long term urban growth through the Leeuwin Naturaliste Sub-Regional Strategy.

**9. Bunker Bay tourism node**

The Bunker Bay tourism node was included in Table 1: Settlement Framework in the version of the draft Strategy adopted by the Council in 2013 to enable further consideration of the potential for tourism accommodation development within Lots 50 and 203 Bunker Bay Road and Location 683 Cape Naturaliste Road, Naturaliste ('Farmbreak' site). The subject land is adjacent to the existing tourist resort at Bunker Bay, broadly as illustrated on the image below -




*Bunker Bay tourism node*

The principal reason for this proposal being deleted from the advertised version of the draft Strategy by the WAPC related to inconsistency with *State Planning Policy 6.1 Leeuwin Naturaliste Ridge.*

The strategic rationale for Council including the Bunker Bay tourism node was essentially that very high end accommodation needed to attract certain kinds of tourists will require iconic development in iconic sites, and there are very limited opportunities available for that. The other key strategic issue was that development at 'Farmbreak' would facilitate improved access to the beach at Bunker Bay, which is important for the community and tourism. The plans for the expansion/upgrading of the Busselton-Margaret River Airport will also support tourism and provide the impetus for further investment in new tourism accommodation product.

Inclusion of the Farmbreak site in the Bunker Bay tourism node in the Council adopted version of the draft Strategy highlighted the need for further, more detailed planning that might provide for development at the Farmbreak site, subject to the resolution of visual/landscape planning issues and a range of other relevant planning matters. Officers are of the view that there is merit in advocating

extension of the Bunker Bay tourism node to include the Farmbreak site and this is recommended to occur through the Leeuwin Naturaliste Sub-Regional Strategy process.

**10. Busselton Traffic Study – Eastern Link**

The Busselton Traffic Study contains proposals for planned future road network upgrades into the Busselton City Centre such as the Causeway Road upgrade, 'Eastern Link' and development of Ford Road. The advertised version of the draft Strategy flags two possible options for a link between Bussell Highway and Layman Road via the upgrading of Ford Road, but does not include the 'Eastern Link' route (largely because the Busselton Traffic Study was not advanced at the time the draft Strategy was formulated). Officers are of the view that the inclusion of the 'Eastern Link' route as a 'Planned Potential Strategic Local Road' should be a recommended modification to the draft Strategy, particularly given that the Ford Road options have significant environmental implications.

**CONCLUSION**

The draft Local Planning Strategy is seen as providing a sound framework for the ongoing growth and development of the District, building on existing settlement patterns and planning that has already been undertaken. The draft Strategy that has been prepared is seen to be a forward-looking, but fairly orthodox document in terms of underlying planning philosophy. The draft Strategy received a broad level of support in its direction stemming from public advertising, and in particular, the public information sessions.

Officers are recommending that the draft Local Planning Strategy is supported, in accordance with the modifications proposed in the 'Schedule of Modifications' (Attachment F), and referral to the Western Australian Planning Commission for endorsement. The Council is also asked to endorse the Schedule of Submissions (Attachment E). Further, acknowledging the apparent requirement for higher-level strategic consideration of some proposals, Council is asked to identify a range of matters to be considered as part of the Leeuwin-Naturaliste Sub-Regional Strategy process (Attachment G).

**OPTIONS**

Should the Council not support the Officer Recommendation, the Council could consider the following alternative options –

*Option 1:* Resolve not to support final endorsement of the draft Local Planning Strategy.

*Option 2:* Resolve to support the draft Local Planning Strategy subject to further/lesser/different modifications

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Implementation of the Officer Recommendation will involve the referral of the draft Local Planning Strategy and associated documents to the WAPC for endorsement, and it is envisaged that will occur within one month of a Council decision.

**OFFICER RECOMMENDATION**

That the Council:

1. Pursuant to r.14(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, resolves to:
   (i) support the draft Local Planning Strategy, in accordance with the modifications proposed by the 'Schedule of Modifications' at Attachment F, to address issues

raised in the submissions.

(ii) endorse the 'Schedule of Submissions' at Attachment E, prepared in response to submissions received on the draft Local Planning Strategy, following public consultation between 16 March 2016 and 13 May 2016.

2. Pursuant to r.14(3) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, resolves to submit the draft Local Planning Strategy to the Western Australian Planning Commission with a request for endorsement.

3. Asks that the WAPC, in addition to any other issues raised during the process, consider the matters set out in Attachment G in developing the Leeuwin-Naturaliste Sub-Regional Strategy.

# City of Busselton

# Draft Local Planning Strategy

## 2016



City of Busselton
Geographe Bay

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# Part A – City of Busselton Draft Local Planning Strategy Text & Map

## 1.0 Vision

A local planning strategy that supports the ongoing development of a vibrant and cohesive community that protects its natural environment, meets the needs of its population and ensures that future development maintains the City's unique character, lifestyle and community values.

## 2.0 Purpose

The purpose of this local planning strategy is to: set out the long-term (25 years-plus) broad planning direction for the whole of the District of the City of Busselton; and provide a strategic rationale for decisions related to the planning and development of the District, especially decisions related to the progressive review and amendment of our local planning scheme over the next 10 -15 years.. The strategy will be subject to a comprehensive review within 5 years, in conjunction with the local planning scheme review. The strategy has been prepared and supported by the City of Busselton and endorsed by the Western Australian Planning Commission as a local planning strategy pursuant to the Planning and Development (Local Planning Schemes) Regulations.

## 3.0 Planning Framework Context

This strategy needs to be read and understood as part of a broader planning framework, which includes not only our local planning scheme, but also: State and regional-level planning legislation, strategies and policies (such as the Leeuwin-Naturaliste Ridge State Planning Policy); sector-based strategies (such as the *Local Rural Planning Strategy*), area-based strategies (such as the *Busselton Wetlands Conservation Strategy*) or issue-based strategies (such as the *Biodiversity Incentives Strategy*) that may be developed from time to time; structure plans (including Development Guide and similar plans); and local planning policies. Planning and development direction and decisions are also influenced by: the City's organisational plans (such as our current *Strategic Community Plan*); and State and Commonwealth-level environment, development, infrastructure and other relevant laws, strategies, policies and guidelines. To the extent of any inconsistency, the strategy prevails over any City 'sector-based' or 'issues-based' strategies, but does not prevail over any State Planning Policy, in particular the Leeuwin-Naturaliste Ridge State Planning Policy. This strategy supersedes and replaces the *Busselton Urban Growth Strategy* (1999).

## 4.0 Relationship to Local Planning Scheme

Local Planning Scheme No. 21 (LPS21) applies to the whole of the District of the City of Busselton. The strategy: sets out the long term planning direction for the local government; applies state and regional planning policies relevant to the strategy; and provides the rational for any zoning or classification of land under the local planning scheme. For development that falls within the jurisdiction of the City of Busselton, LPS21 is the primary means by which the City can ensure that new development contributes towards fulfilling the objectives of the strategy.

In situations where the Council exercises its discretion in considering a planning application, the strategy will be an important reference to inform its decision-making. The strategy has a longer time

horizon than LPS21, meaning that not everything in the strategy will be reflected immediately within LPS21.

## 5.0 Format

This strategy consists of a series of (written) strategy statements and the associated map organised around five identified 'planning themes' (*Theme 1: Settlement and community*; *Theme 2: Activity centres and economy*; *Theme 3: Transport and infrastructure*; *Theme 4: Environment and landscape; Theme 5: Implementation and review*).The Strategy is supported by a background 'strategy report', which informs the strategy but does not form part of it.

## 6.0 Theme 1: Settlement and Community

### *6.1 Theme 1 Objectives*

The Theme 1 objectives are as follows –

a) The continued growth as the principal settlement in the District of the Busselton-Vasse Urban Area as a regional centre and the Dunsborough Urban Area as a major town through: the redevelopment and consolidation of the existing urban areas; and through the identification of suitable areas for planned, progressive expansion of those settlements.

b) The planned expansion and creation of smaller settlements where supported by this strategy.

c) The creation of compact, liveable and sustainable settlements that provide their residents with housing and lifestyle choice and affordability, a high quality of life and convenient access to high quality employment and services.

d) Expansion and improvement of community facilities to meet the needs of a growing and increasingly diverse population.

### *6.2 Theme 1 Strategies*

a) Establish a **settlement framework** as illustrated on the map and in **Table 1**.

b) Identify the long term vision for **population growth**, urban expansion and urban consolidation to allow the population of the District to ultimately reach approximately 100,000 people by 2050.

c) Establish an **urban growth area framework** as illustrated on the map and in **Table 2**.

d) Support and pro-actively plan for **urban expansion** of both the Busselton-Vasse Urban Area and the Dunsborough Urban Area within the established urban growth area framework, including via: the identification of urban growth areas for both the medium term (10 - 15 years) and long term (25+ years) (noting current urban growth areas are already identified and zoned in the City's local planning scheme); immediate consideration be given to the commencement of rezoning/structure planning processes for medium term urban growth areas to ensure continuity of land/housing supply and diversity. The commencement of rezoning and structure planning for long term urban

growth areas will not be supported and will be reconsidered through subsequent 5 yearly strategy and scheme reviews.

e) Support and pro-actively plan for **urban consolidation and redevelopment** (including through increases in permissible residential density) in existing urban areas, especially in areas close to the Busselton City Centre, Dunsborough Town Centre and other activity centres identified in the activity centre framework. Support other proposals for redevelopment/consolidation (including through increases in permissible residential density) in existing urban areas, or for increases in planned development density in urban growth areas, especially in close proximity to activity centres or high amenity areas, such as in coastal locations, adjacent to open space, or which are close to significant community facilities. Planning for consolidation should have regard to Special Character Areas, amenity and streetscape.

f) Support and pro-actively plan to identify suitable areas for **re-subdivision/consolidation of existing rural-residential development** in both the Commonage and Dunbarton rural residential areas.

g) Generally, but especially in urban growth areas, plan for **housing choice, diversity and ageing in place,** with a mix of housing types and lot sizes, with higher densities in proximity to activity centres and open space areas, and with identification of land for aged and dependent persons' housing and care facilities in proximity to activity centres in all medium-term urban growth areas.

h) Support **housing affordability** through supporting urban expansion and urban consolidation, supporting housing choice and diversity, as well as encouraging public, community and other alternative forms of housing delivery.

i) Support and pro-actively plan for the development of **new and improved community facilities** to meet the needs of a growing and increasingly diverse population and ensure that the identification of land for community facilities (including educational, medical, community, cultural and recreation facilities) is considered in the planning of all urban growth areas.

j) Identify and pro-actively plan for potential **significant community infrastructure locations**, including educational, community, cultural and recreational facilities, but consider other potential locations on their merits, and support strategic land assembly and integrated planning to support the delivery of facilities.

k) Ensure that both infill and new urban development that will generate a demand for improved community facilities contributes towards meeting those demands through appropriate **developer contributions**.

l) Identify locations for the following **particular significant community facilities** (*denotes facilities where potential locations are illustrated on the map) –

- Public high schools in Ambergate North* and Dunsborough
- Additional/consolidated major outdoor recreation/ovals sites in Busselton and Dunsborough*

- 'Noisy sports' (mostly firearms and motor sport related)
- Performing arts centre
- Replacement/additional/expanded indoor recreational facilities in both Busselton and Dunsborough
- Tertiary education (university and trade/technical)
- Private education
- Private hospital
- Aged care facilities
- Youth and child-care facilities
- Places for religious worship or cultural purposes
- Coastal and marine facilities
- Recreational walking, cycling and bridle trails

**(Note:** Potential significant community facilities locations in long-term urban growth areas have not been identified, but will be required. Also note that existing and potential primary school sites have not been identified, but will be required (and are effectively planned for as part of more detailed planning processes and these do not need to be specifically addressed as part of this strategy. Also note that most physically smaller community facilities that take up less space have not been identified but will need to be considered as part of more detailed planning processes).

m) The detailed **boundaries of settlements, urban growth areas, areas for consolidation** and **locations for significant community facilities** are subject to further detailed planning but are indicative of expected outcomes.

n) **Do not support** the following –

i. Unplanned new settlements or urban growth areas, including through creation of new settlements not identified in the established settlement framework or new urban growth areas not identified in the urban growth area framework;

ii. The rezoning of any further land for rural-residential development; or

iii. Planning proposals that would significantly compromise the capacity of urban growth areas to accommodate planned growth.

iv. Any proposals inconsistent with any State Planning Policy including the LNRSPP.

## 7.0 Theme 2: Activity centres and economy

### *7.1 Theme 2 objectives*

a) Build and maintain economic prosperity and security.

b) Plan to support strong employment growth, and economic development and diversification.

c) Transitioning towards a less resource and carbon-intensive economy that is less dependent on continued population growth for economic sustainability.

d) The continued growth of the Busselton City Centre and Dunsborough Town Centre as the main centres of the economic, social and cultural life of the District.

e) Development of new activity centres in urban growth areas and limited expansion of existing smaller centres to ensure access to services at a local level and build neighbourhood identity.

f) Identification of land for commercial, industrial, tourism and agricultural purposes.

### *7.2 Theme 2 strategies*

a) Support and pro-actively plan for **employment growth and economic development** to support a growing population within established activity centre and industrial/service commercial area frameworks, and through: ensuring that sufficient land is identified at a strategic level; working pro-actively to ensure land is available for development when required; and identifying and pro-actively planning for emerging opportunities and needs for employment growth and economic development.

b) Establish an **activity centre framework** as illustrated on the map and in **Table 3**.

c) Support and pro-actively plan for **activity centre development** as set out in the established activity centre framework, with activity centres, including new activity centres and significant expansions of existing activity centres, to be developed as centres of the social and cultural life of their communities and not just as shopping centres. All new activity centres and significant expansions of existing activity centres shall be accompanied by an 'Activity Centre Plan' and 'Retail Sustainability Assessment' and be developed along predominantly 'main-street' lines, with activated public streets and high levels of pedestrian amenity, and with a mix of public spaces (parks and piazzas), shop, office, café/restaurant/bar/entertainment, tourism and community uses. Opportunities for delivery of medium or high density housing and tourist accommodation within and around all activity centres shall be pro-actively planned for.

d) **Significant office development** should be located within or adjacent to the Busselton City Centre, Dunsborough Town Centre or Ambergate North Town Centre.

e) Support the **development of new tourism accommodation** by allowing development of tourism accommodation in appropriate urban areas.

f) To facilitate re-investment and the progressive updating of accommodation product, consider permitting **unrestricted length of stay components for new development on Tourism zoned land within the Busselton-Vasse Urban Area and the Dunsborough Urban Area**, consistent with the Local Tourism Planning Strategy and the WAPC relevant Planning Bulletin.

g) Continue to support low-key, small-scale **tourism accommodation in rural areas**, but do not permit any further strata title subdivision of tourism accommodation or unrestricted length of stay component outside of the Busselton-Vasse Urban Area and the Dunsborough Urban Area.

h) Establish an **industrial/service commercial area framework** as illustrated on the map and in **Table 4.**

i) Support and pro-actively plan for **industrial/service commercial area development** in both the Busselton-Vasse Urban Area and the Dunsborough Urban Area within the established industrial/service commercial area framework, including via: the identification of new industrial/service commercial areas for the medium term (10 - 15+ years) noting that current industrial/service commercial areas are already identified and zoned in the City's local planning scheme; and encouraging the timely commencement of rezoning/structure planning processes for medium term industrial/service commercial areas to ensure continuity of industrial/service commercial land supply and diversity.

j) Support and protect **agriculture** by: retaining land in rural areas primarily for agricultural purposes; avoiding the further fragmentation of land in rural areas other than where specifically supported; and keeping settlements compact and contained.

k) Protect **basic raw materials and mineral and energy resources** and support their extraction where it is consistent with environmental protection and amenity, and contributes towards local and regional economies, in particular by: managing land-use in the vicinity of those resources; avoiding the further fragmentation of land in rural areas other than where specifically supported; and keeping settlements compact and contained.

l) Support the appropriate **diversification of agricultural industry and land-uses in rural areas**, including appropriate non-rural land uses that are incidental and/or complementary to the agricultural use of the land.

m) Ensure that the identification of land for activity centres, tourism and industrial/service commercial areas are considered in the planning of all **urban growth areas**.

n) The **boundaries of activity centres and industrial/service commercial areas** are subject to further detailed planning but are indicative of expected outcomes.

o) **Do not support** i) unplanned new or expansion of existing activity centres not identified in the established activity centre framework, ii) industrial/service commercial areas not identified in the established activity centre and industrial/service commercial frameworks, iii) allow significant shop retail or office uses to locate outside activity centres, or iv) planning proposals that would significantly compromise the capacity of land to accommodate growth as set out in this strategy.

## 8.0 Theme 3: Transport and infrastructure

### *8.1 Theme 3 objectives*

a) Timely and appropriate development of transport and other infrastructure to meet the needs of a growing and diversifying population and economy.

b) An integrated approach to infrastructure and urban development.

c) Supporting and encouraging public and non-motorised forms of transport and alternative/renewable forms of energy and improved efficiency in the use of resources and infrastructure.

### *8.2 Theme 3 strategies*

a) Development of the **Regional Airport** as the principal airport for South West WA, in particular through: regulating nearby land-use and development to minimise the risk of future land-use conflict; supporting development of complementary land-uses and development; and planning for efficient inter-modal passenger and freight transport.

b) Seek to identify land corridors to accommodate a possible future **high-speed passenger rail** linking Busselton and Dunsborough with Perth, Bunbury and Margaret River through further detailed land use and infrastructure planning.

c) Seek to identify land corridors to accommodate a possible future **freight rail** link between the Regional Airport and Industrial Precinct, the Bunbury Port and the national freight rail network through further detailed land use and infrastructure planning.

d) Seek to identify land corridors to accommodate a future **light-rail or high-performance bus service** linking the Busselton City Centre, Dunsborough Town Centre, Regional Airport and other key activity nodes through further detailed land use and infrastructure planning.

e) Progressively improve **other local public transport services and pedestrian/cycling routes** within and between the Busselton-Vasse Urban Area and Dunsborough Urban Area.

f) Identify and secure land corridors as necessary for, and progressively implement, the upgrading of the **regional road network and strategic local road network**, including through the –

- upgrading of the Busselton Bypass to four lanes/dual-carriageway for its entire length;
- development of the Vasse Bypass and Vasse-Dunsborough Link;
- development of the Busselton Outer Bypass, ultimately to 'freeway-standard';
- the upgrading of Bussell Highway east of Busselton to 'freeway-standard';
- the progressive upgrading of Bussell Highway south of Busselton;
- the progressive upgrading of Vasse Highway and Sues Road;
- development of at least one additional link between Layman Road/Peel Terrace and Bussell Highway to the east of Causeway Road (such as development of Ford Road and/or a Cammilleri-Causeway link – noting that there are significant environmental constraints that would need to be considered and addressed in doing so); progressively upgrading existing north-south links between Busselton Bypass and Bussell Highway/Busselton City Centre;
- creation of efficient links between Busselton Bypass and the future Busselton Outer Bypass;
- creation of an efficient east-west local road route running parallel to the Busselton Bypass and future Busselton Outer Bypass;
- progressive upgrading of Chapman Hill Road; and
- creation of new or upgrading of existing routes to reduce future traffic congestion in and through the Dunsborough Urban Area, especially along Caves Road (which could involve new/upgraded routes to the south and west of the urban area).

g) Support the progressive upgrading of **wastewater treatment** facilities, delivery of infill sewer, initiatives for wastewater recycling and regulating land-use to minimise the risk of future land-use conflict around facilities.

h) Develop and implement **waste management** strategies, with a strong emphasis on waste minimisation and recycling, together with the identification and securing of waste disposal sites.

i) Support the progressive upgrading of **telecommunications services and reticulated water, electricity and reticulated gas services**, together with identifying and supporting appropriate opportunities for alternative/renewable/local energy generation or extraction, especially from renewable sources, supporting energy and water use efficiency/re-use initiatives and the protection/provision of major infrastructure.

j) In the identification and securing of corridors for rail, road, pedestrian/cycling, water/wastewater, electricity, gas and telecommunications services, consideration always needs to be given to the needs of other services, with integrated **infrastructure corridors** developed whenever possible.

## 9.0 Theme 4: Environment and landscape

### *9.1 Theme 4 objectives*

a) Protect and enhance the natural environment and biodiversity of the District.

b) Manage environmental risks such as flooding, bush fire and coastal erosion.

c) Preserve and enhance the natural, rural and urban landscapes of the District.

### *9.2 Theme 4 strategies*

a) Protect and enhance the habitat of **native fauna, native vegetation and wetlands** as part of the planning and development of the District.

b) Seek to identify and secure **ecological corridors** as part of considering structure planning and rezoning proposals.

c) Support the rationalisation and expansion of the **reservation and management of land along the coast and adjacent to waterways**, especially around the Vasse River, Vasse-Wonnerup Estuary, New River, Broadwater, Toby Inlet and linking wetlands.

d) Support the long-term survival of the District's **Western Ringtail Possum** population, especially the population within urban areas.

e) Support and implement initiatives to maintain and improve **water quality** in Geographe Bay, the Vasse-Wonnerup Estuary, Toby Inlet, Lower Vasse River, Vasse Diversion Drain and other waterways in the District.

f) Develop a comprehensive, long-term approach to address issues related to **coastal erosion and coastal flooding** risk.

g) Ensure that new and existing urban areas and other development infrastructure are adequately protected from **inland flooding** risk.

h) Ensure that management of **bush fire** risk is a central consideration in planning and development decisions.

i) Maintain the **physical separateness and unique identities of all settlements**, and in particular do not allow intensification of development in the Siesta Park/Marybrook area by maintaining the broadacre character, wetland ecology, rural landscape and cultural values of the 'Wetland Amenity Area' as identified in the Leeuwin-Naturaliste Ridge State Planning Policy and other areas, as identified in this strategy.

j) Protect and enhance the **visual character** of the District by avoiding the further commercialisation of land-use and development visible from i) key public vantage points (e.g. scenic lookouts, trails) within National Parks and conservation parks; and ii) regional roads, strategic local roads and travel route corridors (as defined in the Leeuwin-Naturaliste Ridge State Planning Policy); as well as providing, wherever possible and consistent with maintaining landscape and visual character values, screening landscaped buffers where development is being undertaken in locations visible from these sites, roads and travel routes.

k) Generally maintain existing **building height** controls, but consider allowing taller buildings to be built in and around the Busselton City Centre, Dunsborough Town Centre and 'Tourist' zoned sites in urban areas, including the Busselton Resort Strip, Dunsborough Resort Strip and at Port Geographe, subject to further detailed planning, including visual and amenity impact analysis, and public consultation.

## 10.0 Theme 5: Implementation and review

### *10.1 Theme 5 objectives*

a) Support the achievement of the objectives and strategies set out for Themes 1-4.

b) Align the scheme with the land use outcomes, policy statements and land use strategies of the Leeuwin-Naturaliste Ridge State Planning Policy.

c) Support the prioritisation and resourcing of future planning work undertaken by the City, State Government and landowners/developers.

### *10.2 Theme 5 strategies*

a) Develop an integrated **implementation and reporting framework**, with periodic updates being provided on progress in implementing the strategy, as well as providing information in regard to: rates of development and growth; land supply and demand; and other demographic, economic, social and environmental information.

b) Undertake and/or support as appropriate, **amendments to the local planning scheme, and development and/or review of local planning policies**, to implement the local planning strategy and apply the Leeuwin-Naturaliste Ridge State Planning Policy, and have regard to the recommendations of the Local Rural Planning Strategy, Local Commercial Planning Strategy, Local Tourism Planning Strategy, Local Cultural Planning Strategy and Local Environmental Planning Strategy (which constitute the 'sector-based strategies').

c) Review the **Local Rural Planning Strategy and Local Tourism Planning Strategy as high priorities and review other sector-based strategies,** including considering whether there is an ongoing need for such strategies and/or whether such strategies are to be integrated into the overall local planning strategy. Review of these sector-based strategies is to be undertaken no later than the concurrent review of the scheme and this local planning strategy.

d) **Develop and implement integrated plans** within 5 years of adoption of the strategy as follows –

(i) Structure plans to guide **planning and development for the** –

- Dunsborough Urban Area;
- Regional Airport/Industrial Precinct; and
- Commonage (i.e. review existing structure plan) and Dunbarton rural-residential areas.

(ii) Develop a **community infrastructure framework** that addresses both State and local government infrastructure (including educational, community, cultural and recreational facilities), in consultation with relevant government agencies and key stakeholders, to guide locational decisions and strategic planning relating to those facilities to the satisfaction of the Western Australian Planning Commission.

(iii) A comprehensive, long-term coastal adaptation strategy to address issues related to **coastal erosion and coastal flooding** risk, which is reflected in an integrated way in the local planning scheme, as well as the City's infrastructure and financial planning, and which will protect urban areas from coastal flooding and coastal erosion, or provide for managed retreat from vulnerable areas.

(iv) A **Western Ringtail Possum** habitat protection strategy, which provides for the long-term protection and enhancement of habitat, whilst also supporting the consolidation and expansion of urban development.

e) Support and advocate for **regional and/or State-based initiatives** in relation to the following–

(i) The protection and management of **basic raw materials and mineral and energy resources**;

(ii) The identification and securing of **ecological corridors** through established planning processes; and

(iii) The protection and securing of **infrastructure corridors and sites for key infrastructure**, including buffer areas.

Table 1: Settlement Framework

| **Settlement type** | **Settlement** (planned/undeveloped settlements in *italics*) | **Approximate current population** | **Approximate maximum population/ development potential** |
|---|---|---|---|
| Regional Centre | Busselton-Vasse Urban Area | 25,000 | 75,000+ |
| Major Town | Dunsborough Urban Area | 5,000 | 15,000+ |
| Village | Eagle Bay | 100 (peak population approx. 500) | No significant development potential |
| Village | Yallingup | 150 (peak population approx. 500) | No significant development potential |
| *Village* | *Carbunup River* | *Less than 50* | *500* |
| Village | Jarrahwood | Less than 50 | No significant development potential |
| *Village* | *Metricup* | *Nil* | *500* |
| *Tourism node* | *Smiths Beach* | *Minimal* | *As per endorsed DGP* |

Table 2: Urban Growth Area Framework

| Settlement | Urban growth area | Map ref. | Timeframe | Approximate potential population (potential total population in growth area, includes existing population in current growth areas) | Key issues |
|---|---|---|---|---|---|
| Busselton-Vasse Urban Area | Vasse | 1 | Current | 5,000 | Land already zoned and structure plans approved. |
| Busselton-Vasse Urban Area | Yalyalup | 2 | Current | 7,000 | Land already zoned and structure plans approved. |
| Busselton-Vasse Urban Area | Port Geographe | 3 | Current | 1271 | Land already zoned and structure plans approved. Further development of Port Geographe may, however, involve review of existing structure planning. |
| Busselton-Vasse Urban Area | Sandilands | 4 | Current | 339 | Land already zoned and structure plans approved. |
| Busselton-Vasse Urban Area | Molloy | 5 | Current | 246 | Land already zoned but structure planning incomplete. |
| Busselton-Vasse Urban Area | South Broadwater | 6 | Current | 587 | Whilst this land is zoned and has approved structure plans, further development is heavily constrained by environmental factors. Further development may involve reductions in planned development density to achieve workable environmental and economic outcomes. |
| Busselton-Vasse Urban Area | Ambergate North | 7 | Current | 12,500 | Structure plan approved land has been partly rezoned. |
| Busselton-Vasse Urban Area | Old Broadwater Farm | 8 | Current | 390 | Land already zoned and structure plans approved, other than most westerly area which is very environmentally constrained. |

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| Busselton-Vasse Urban Area | Bovell | 9 | Medium term | 6,600 | Water quality and foreshore issues due to proximity of Vasse River. Need to provide for east-west road linking existing Yalyalup and Ambergate North urban growth areas. Need to consider potential need/ opportunity for expansion of Bovell Park sporting facilities to the north and potential passenger rail station site and associated long-term opportunities for denser development. Very Important heritage assets in north-western part of this area (*Cattlechosen*). Consists of larger portion between Vasse River and Vasse Highway, and smaller portion between Vasse River and Chapman Hill Road. |
| Busselton-Vasse Urban Area | Yalyalup East | 10 | Medium term | 885 | Land currently zoned Tourism, but consideration of alternatives supported by Local Tourism Planning Strategy. Visual management, airport noise and design of Busselton Outer Bypass are critical issues for more detailed planning. |

| | | | | | |
|---|---|---|---|---|---|
| Busselton-Vasse Urban Area | Vasse East | 11 | Long term | To be determined | Land currently zoned Rural-Residential and subdivision commenced in parts of the western portion. Separated from current Vasse urban growth area by some environmentally sensitive areas. May require upgrading/expansion of services in Vasse. Consideration for the further intensification of urban development in this location could be investigated in the proposed Leeuwin-Naturaliste Sub-Regional Strategy. |
| Dunsborough Urban Area | Dunsborough Lakes | 12 | Current | 5,000 | Land already zoned and structure plans approved. |
| Dunsborough Urban Area | Cape Rise/ Naturaliste Heights | 13 | Current | 512 | Land already zoned and structure plans approved, but some of this heavily constrained by environmental factors. Further development may require review of structure plans. |

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|---|---|---|---|---|---|
| Dunsborough Urban Area | Dunsborough South | 14<br><br>(Indicative) | To be investigated through the Leeuwin Naturaliste Sub-Regional Strategy | To be investigated through the Leeuwin Naturaliste Sub-Regional Strategy. | The extent, location, density of urban expansion is to be investigated through the Leeuwin Naturaliste Sub-Regional Strategy. Consideration to be given to:<br>• Impacts upon agricultural land;<br>• Urban growth and settlement, including but not limited to consolidation and sustainability measures (SPP 3);<br>• Housing variety and density;<br>• Environmental constraints and opportunities (e.g. wetland and water management, vegetation protection, environmental corridors/conservation areas);<br>• Commercial, service commercial and industrial needs;<br>• Strategic district road requirements; and<br>• District level recreation, community and public infrastructure needs (e.g. High School). |

| | | | | | |
|---|---|---|---|---|---|
| Eagle Bay | Carnarvon Castle Drive South | 15 | Current | Insignificant | Visual/ landscape Assessment, fire management, environmental impact, need to connect existing Carnarvon Castle Drive through to Eagle Bay Road. Whilst this land is not currently zoned for development, a town planning scheme amendment had previously been initiated and limited expansion is supported by the Eagle Bay Structure Plan. |
| Carbunup River | Carbunup River | 16 | Medium term | 500 | Exact location of settlement expansion subject of further detailed planning. Buffers to environmentally sensitive areas required. Servicing (water and effluent disposal). |
| Metricup | Metricup | 17 | Long term | 500 | Exact location of settlement expansion subject of further detailed planning. Servicing (water and effluent disposal). Planning and development constrained currently by presence of mineral sands resources. |

## Table 3: Activity Centre Framework

| **Settlement** (planned undeveloped centres in *italics*) | **Activity centre type** | **Activity centre** | **Approximate current size** (shop retail floorspace $m^2$) | **Approximate maximum potential size** (shop retail floorspace size to be determined by more detailed planning. Proposals that seek to facilitate major retail development are required to be accompanied by an 'Activity Centres Plan' and 'Retail Sustainability Assessment' to the satisfaction of the LG and Western Australian Planning Commission. Approximate maximum potential size should not be exceeded, unless supported by a review of this strategy or the *Local Commercial Planning Strategy*). |
|---|---|---|---|---|
| Busselton-Vasse Urban Area | City centre | Busselton | 36,000 | 70,000 |
| *Busselton-Vasse Urban Area* | *Town centre* | *Ambergate North* | *Nil* | *14,000* |
| *Busselton-Vasse Urban Area* | *Neighbourhood centre* | *Vasse* | *Nil* | *5,000* |
| *Busselton-Vasse Urban Area* | *Neighbourhood centre* | *Yalyalup* | *Nil* | *5,000 (but only 2,000 currently planned)* |
| Busselton-Vasse Urban Area | Local centre | West Busselton | 1,885 | To be determined by more detailed planning processes and following retail sustainability analysis. |
| Busselton-Vasse Urban Area | Local centre | Bayside | 1,500 | To be determined by more detailed planning processes and following retail sustainability analysis. |
| Busselton-Vasse Urban Area | Local centre | Broadwater | 641 | To be determined by more detailed planning processes and following retail sustainability analysis. |
| Busselton-Vasse Urban Area | Local centre | Bower Road | 462 | To be determined by more detailed planning processes and following retail sustainability analysis. |
| Busselton-Vasse Urban Area | Local centre | Monaghan's Corner | 400 | To be determined by more detailed planning processes and following retail sustainability analysis. |
| Busselton-Vasse Urban Area | Local centre | Blum Boulevard | 200 | 200 |
| *Busselton-Vasse Urban Area* | *Local centre* | *Clydebank Avenue* | *Nil* | *Consider reduction of Business zoning to 2,000$m^2$ or alternative zoning such as Residential* |
| *Busselton-Vasse Urban Area* | *Local centre* | *Airport North* | *Nil* | *To be determined by more detailed planning processes and following retail sustainability analysis.* |

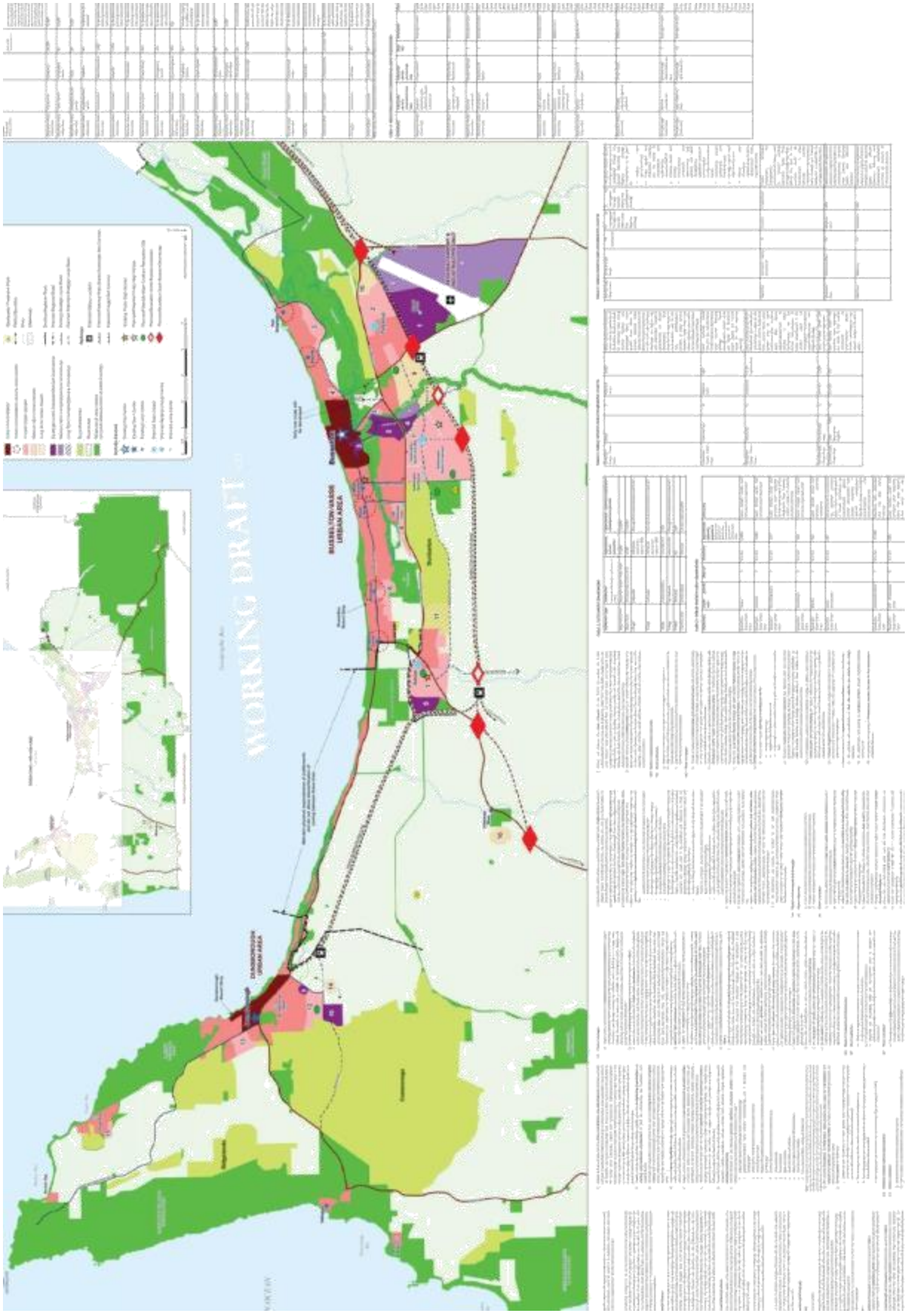
| | | | | |
|---|---|---|---|---|
| *Busselton-Vasse Urban Area* | *Local centre* | *Old Broadwater Farm* | *Nil* | *3,000* |
| *Busselton-Vasse Urban Area* | *Local centre* | *Ambergate North West* | *Nil* | *2,000* |
| *Busselton-Vasse Urban Area* | *Local centre* | *Port Geographe* | *Nil* | *As per existing DGP.* |
| Dunsborough Urban Area | Town centre | Dunsborough | 12,000 | 20,000 (may require physical expansion of planned Town Centre footprint over longer-term, possibly across to the southern side of Caves Road into the Dunsborough Playing Fields site, which would require identification and development of replacement playing fields site). |
| *Dunsborough Urban Area* | *Local centre* | *Dunsborough Lakes* | *Nil* | *To be determined by more detailed planning processes and following retail sustainability analysis.* |
| *Eagle Bay* | *Local centre* | *Eagle Bay* | *Nil* | *Site and size to be determined by more detailed planning processes and following retail sustainability analysis.* |
| *Carbunup River* | *Local centre* | *Carbunup River* | *Less than 100* | *To be determined by more detailed planning processes and following retail sustainability analysis. Expansion may be as part of urban growth area, rather than as expansion of existing store.* |
| Yallingup | Local centre | Yallingup | 457 | To be determined by more detailed planning processes and following retail sustainability analysis. |
| *Smiths Beach* | *Local centre* | *Smiths Beach* | *Nil* | *As per endorsed DGP.* |

***Note:** Activity centres in long-term growth areas have not been identified, but may be required.*

Table 4: Industrial/Service Commercial Area Framework

| Settlement | Industrial/ service commercial area type | Industrial/ service commercial area | Map Ref. | Timeframe | Key issues |
|---|---|---|---|---|---|
| Busselton-Vasse Urban Area | General industrial, light industrial, service commercial | Airport North | 1 | Existing/ Current | Land already zoned and structure plans approved. Incorporation of land owned by Agricultural Society is supported if the Society is supportive. |
| Busselton-Vasse Urban Area | Service commercial, light industrial | Strelly Street/ Busselton LIA | 2 | Existing/ Current | Site consolidation and transition to bulky goods retailing to be encouraged. |
| Busselton-Vasse Urban Area | Service commercial | Bussell Highway | 3 | Existing/ Current | Important land supply for bulky goods retailing. |
| Busselton-Vasse Urban Area | Automotive, service commercial | Chapman Hill Road 1 | 4 | Existing/ Current | Part of area already zoned and structure plans approved, with particular emphasis on accommodating automotive-related development. Water quality issues critical given proximity of Vasse River and Vasse Diversion Drain. Important heritage assets adjacent to this area. |
| Busselton-Vasse Urban Area | Light industrial, service commercial | Vasse | 5 | Existing/ Current | Land already zoned and structure plans approved. |
| Busselton-Vasse Urban Area | General industrial, light industrial, service commercial | Airport North Extension | 6 | Medium term | Extension of Airport North to the east into area bound by Busselton Outer Bypass alignment and Regional Airport. |
| Busselton-Vasse Urban Area | Service commercial | Chapman Hill Road 2 | 7 | Medium term | Logical extension to Strelly Street/Busselton LIA and Chapman Hill Road 1. Water quality issues critical given proximity of Vasse River. Important heritage assets adjacent to this area. |

| | | | | | |
|---|---|---|---|---|---|
| Busselton-Vasse Urban Area | Strategic industrial, general industrial | Airport South | 8 | Medium term | Strategic location for development with close relationship with Busselton Regional Airport, including potential airside access development. Planning needs to allow for potential parallel runway to south of existing. |
| Dunsborough Urban Area | Service commercial | Dunsborough Lakes Enterprise Park | 9 | Existing/ Current | Mostly developed. |
| Dunsborough Urban Area | Light Industrial Area | Dunsborough Light Industrial | 10 | Existing/ Current | Currently undeveloped, and is appropriately zoned with an endorsed structure plan.<br>Potential development impacts including proximity to residential/ tourist uses, and accessibility.<br>Land to be investigated via Leeuwin Naturaliste Sub-Regional Strategy for urban expansion and the associated relocation of the Light Industrial Area to a more suitable location. |


WORKING DRAFT

# PART B - CITY OF BUSSELTON DRAFT LOCAL PLANNING STRATEGY REPORT

## 1.0 Background

The City of Busselton Draft Local Planning Strategy was adopted by the Council on 25 September 2013. Significant consultation with agencies and the Department of Planning occurred subsequent to this and the Western Australian Planning Commission (WAPC) granted consent to advertise the Strategy on 18 November 2015, subject to modifications.

The draft strategy as adopted by the Council contained several strategies that were not viewed by the WAPC as being consistent with *State Planning Policy 6.1 Leeuwin-Naturaliste Ridge* (LNRSPP). A number of the modifications required by the WAPC are reflective of this. To provide the scope to give further consideration to some of these elements of the Strategy, the WAPC foreshadowed in its decision the preparation of a 'Leeuwin-Naturaliste Sub-Regional Strategy' (LNSS) for both the City of Busselton and the Shire of Augusta-Margaret River. The process for the LNSS will include the establishment of a Steering Committee (chaired by the WAPC) and a Working Group. Both groups will include local government membership/representation.

## 2.0 Population & Settlement

### *2.1 Population*

Australian Bureau of Statistics (ABS) population statistics and WA Tomorrow (WAT) population projections have been compiled and compared. Population projection scenarios WAT Band A (2012), WAT Band B (2012) and WAT Band E (2015) are provided at **Attachment A** along with a description of the methodology adopted in compiling the projections. Population projections are modelled for the short-term (i.e. 5 years from final adoption of the strategy assuming that occurs in 2016), medium-term (the following 10 years to 2026) then 5 years plus (long-term to 2036). The population projection scenarios underpin the strategy's residential and industrial/service commercial land supply direction.

The City of Busselton population from 2006 – 2014 grew from 25,355 to 35,562 (ABS 2014 Estimated Residential Population). On the basis of the population growth recorded by the ERP during this period, the City of Busselton is tracking above WAT Band A (2012) but below WAT Band B (2012). It also demonstrates that Busselton's current population growth rate is tracking above the WAT Band E (2015) population projection. The City has therefore prepared a population growth projection (2015) which tracks the mid-point between WAT Band A (2012) and WAT Band B (2012) and utilises these two WAT 2012 projections as upper and lower ranges.

### *2.2 Residential Land/Dwelling Supply Requirements*

A broad analysis of residential land/dwelling supply requirements is provided at **Attachment B**, modelled on the City's population projections with comparisons prepared for WAT Band A (2012) and WAT Band B (2012). WAT Band E (2015) has also been included to demonstrate that this potential underestimation of population growth results in a critical underestimation of residential land/dwelling supply, in terms of determining when planning processes should commence, land availability, choice and shortfall in the medium and long-term. The projections are based on the

*creation of dwellings* and not on the creation of vacant lots. The delivery of vacant lots to the market should therefore be assumed to precede the timeframes indicated by 1 to 2 years. This is an important consideration in relation to the strategy's direction for the commencement of planning processes for medium-term urban growth areas. For example, for dwellings to be created in Bovell in 2027, vacant lots need to be created in 2025, therefore realistically, planning processes for Bovell should be commencing around 2020.

Key findings of the population projections in relation to residential land/dwelling supply are summarised as follows –

- The City's population projections suggest that based on the current supply of land zoned for urban development, market choice and supply in the **Busselton-Vasse Urban Area** is likely to be diminishing by around 2026. Comparative analysis of the WAT 2012 Band A and B projections suggests this will occur between 2025 and 2028.
- The City's population projections suggest that based on the current supply of land zoned for urban development, market choice and supply in the **Dunsborough Urban Area** is limited from present day, with supply likely to be critically constrained by around 2024. Comparative analysis of the WAT 2012 Band A and B projections suggests this will occur between 2023 and 2025.

Based on the analysis of population projections and land supply models, the strategy sets out an Urban Growth Area Framework (Table 2) for the District with urban expansion focused on existing settlements, principally the Busselton-Vasse Urban Area and Dunsborough Urban Area. Each is addressed below.

### *2.2.1 Busselton-Vasse Urban Area*

The strategy identifies two medium term urban growth areas being Bovell (9) and Yalyalup East (10). The reasons why these areas have been identified are summarised below -

Bovell (9)

- Identified in the *Busselton Urban Growth Strategy* (BUGS) for Medium Term (10 years +) 'Rural Living' (low density rural residential) but should be a higher and better use (i.e. full urban) due to its strategic proximity to Busselton City Centre and location between two major urban growth areas (Yalyalup & Ambergate North)
- Completes the urban area of Yalyalup and Ambergate North
- Discrete boundaries for the main, eastern part of the proposed growth area – Lower Vasse River, Vasse Diversion Drain, Busselton Outer Bypass corridor (BOB), Vasse Highway & Country Road Estate
- Facilitates strategic road links between Vasse, Ambergate North & Yalyalup (+ bridge over Lower Vasse River)
- Consolidate urban development north of BOB
- Consolidated land ownership

Yalyalup East (10)

- Currently zoned 'Tourist' but not required for that purpose - *Local Tourism Planning Strategy* recommends rezoning to accommodate residential development (including potentially 'residential park home park')
- Logical extension to Yalyalup (2) Current Urban Growth Area (and is likely to be included in the current review of the structure plan for Yalyalup)

The strategy identifies one long-term urban growth area being Vasse East (11) for the following reasons -

Vasse East (11)

- Currently zoned 'Rural Residential' but not structure planned
- Proximity to Vasse would suggest a higher and better use than rural residential (the Strategy supports consolidation, where appropriate, within Dunbarton which could yield further lifestyle lots in the locality to satisfy some demand for this type of lot)
- Some environmental constraints (wetlands, poorly represented vegetation) however approximately 52ha is unconstrained
- Consolidate settlement around Vasse (commercial, retail, education and other community infrastructure, service infrastructure)

Although the strategy identifies Vasse East (11), consideration and investigation for the further intensification of urban development in this location will occur through the proposed Leeuwin Naturaliste Sub-Regional Strategy. The reason for this is because urban expansion in this area would result in a population and scale of development that is significantly greater than that envisaged by its 'Village' classification in the LNRSPP and the endorsed structure plan. The retention of Vasse East (11) in the strategy is proposed so that the Leeuwin Naturaliste Sub-Regional Strategy (and the possible expansion of Vasse through this process) will not be prejudiced by the existing rural residential development opportunities.

### *2.2.2 Dunsborough Urban Area*

The LNRSPP identifies Dunsborough as one of three highest order settlements with a permanent ultimate population of up to 20,000. The Development Investigation Area in the LNRSPP for the potential growth of Dunsborough is Lot 6 Commonage Road (53 hectares and currently zoned 'Industrial'). The land has been zoned for industrial purposes for many years, but never developed. The size of the DIA combined with environmental constraints as identified in *the Local Environmental Planning Strategy* (poorly represented vegetation) means it cannot provide sufficient land needed for Dunsborough to grow to 15,000+ people. Dunsborough's current growth is largely reliant on two existing estates, Dunsborough Lakes and to a lesser extent Cape Rise.

For Dunsborough to grow to 15,000+ both consolidation and physical expansion of the town will be necessary. Physical expansion is constrained by: Meelup Regional Park and rural residential land to the north; environmental and visual landscape considerations to the west; the existing Commonage rural-residential area to the southwest and wetlands/other environmental considerations to the east (specifically the area between Caves Road and the Vasse-Dunsborough Link alignment). The land generally in a south/south east direction from Dunsborough Lakes is the least environmentally constrained and is generally flat. However consideration of urban development in this

broad locality is inconsistent with the DIA identified for Dunsborough in the LNRSPP. Therefore the strategy 'flags' the broad locality to be potentially investigated for further urban expansion at Dunsborough through the Leeuwin Naturaliste Sub-Regional Strategy (Dunsborough South 14).

### 2.3 Rural Residential

In accordance with the draft *South West Planning and Infrastructure Framework* no new rural residential areas are proposed and the strategy provides the scope to consider limited further subdivision and consolidation within the existing rural-residential areas of Commonage and Dunbarton, where there is seen to be a demonstrable community benefit and having regard to environmental, landscape/visual amenity and biodiversity values, as well as bushfire risk. This will contribute to the more efficient use of land, services and infrastructure and will maximise the number of rural residential lots without needing to alienate additional areas of rural land.

### 2.4 Planning Rationale

The strategy sets out a Settlement Framework (Table 1) that is consistent with the LNRSPP and the draft *South West Planning and Infrastructure Framework*. The settlement framework reinforces Busselton's primacy as the regional centre for the District (further supported by Table 3 - Activity Centres Framework that establishes the Busselton City Centre as the highest order retail centre) and, together with Vasse, will form the Busselton-Vasse Urban Area. Dunsborough is identified as a major town in the draft *South West Planning and Infrastructure Framework* and a medium growth, major town in the LNRSPP which suggests the town could grow to a population of up to 20,000 people.

Settlements identified as villages include Eagle Bay, Yallingup, Carbunup River, Jarrahwood and Metricup. Expansion opportunities for Eagle Bay, Yallingup and Jarrahwood are very limited due to environmental, visual impact and bushfire risk constraints, as well as remoteness from services and infrastructure.

At its meeting on 10 February 2016 the Council considered a proposed location for settlement expansion at Carbunup River. Strategic assessment and justification of a location for settlement expansion (and endorsement of the same by the City of Busselton and Western Australian Planning Commission) is required as a precursor to the initiation of more detailed rezoning and structure planning. The Council resolved, inter alia, to recommend that the WAPC does not support the progression of the Carbunup River settlement expansion proposal to the scheme amendment and structure planning stages and further recommended that the WAPC includes a reassessment and review of potential settlement expansion areas (as currently set out in Table 5 Settlement Hierarchy of *State Planning Policy 6.1 Leeuwin Naturaliste Ridge*) for Carbunup River and Metricup as an integral part of the Leeuwin Naturaliste Sub-Regional Strategy. Given that the decision of the Council was made subsequent to the WAPC granting to consent to advertise the strategy, and the WAPC is yet to consider the decision of the Council and make a determination in relation to both Carbunup River and Metricup, the two settlements are retained in Table 1 in the interim.

Smiths Beach and Bunker Bay are identified as tourist nodes, reflecting their primary function for short stay tourist accommodation and supporting tourist amenities. Smiths Beach will not grow beyond what is permitted by the endorsed structure plan as there is not seen to be community support or a strategic rationale for further expansion.

### 2.4.1 Busselton-Vasse Urban Area

Most of the anticipated population growth in the District will be accommodated within this area in existing, zoned and structure planned areas, urban infill/consolidation and through identification of suitable areas for planned, progressive expansion of existing settlements. Strategically, the location of medium-term urban growth areas within the Busselton-Vasse Urban Area consolidates urban development north of the BOB. These areas are preferred over Ambergate South (identified in the *Busselton Urban Growth Strategy* for long-term urban) which 'jumps' the BOB, has no defined southern or western boundaries, is located further away from existing shops, employment, services and other infrastructure and is not required anyway in terms of projected land supply needs. For similar strategic reasons, Vasse East (11) is also identified in preference to Ambergate South.

The first review of the strategy is anticipated to occur approximately 5 years after final adoption and this will provide an opportunity to review the population projections against actual population growth and review activity in relation to planning processes for the two medium term urban growth areas. If planning processes for Bovell have not commenced by this time, the City is of the view that planning processes could commence for Vasse East (assuming that there is seen to be support for this through the Leeuwin Naturaliste Sub-Regional Strategy). Even if that is not necessary, however, it is seen as very important to identify this as the preferred strategic direction, as it provides an opportunity to ensure that the potential development of Vasse East is considered as part of the progressive review of planning for the existing, planned footprint of Vasse, and taken into consideration in determining and planning to meet future community needs and, in particular, in providing for an integrated road network.

### 2.4.2 Dunsborough Urban Area

The landownership pattern in the broad locality of Dunsborough South (14) is fragmented and market choice, supply and competition within the Dunsborough Urban Area is likely to remain limited. For these reasons, planning processes are likely to take longer and therefore the timely commencement of structure planning on final adoption of the strategy is supported (assuming that there is seen to be support for this through the Leeuwin Naturaliste Sub-Regional Strategy). The extent, location and density of urban expansion is to be investigated through this process with consideration to be given to –

- Impacts on agricultural land;
- Urban growth and settlement, including but not limited to consolidation and sustainability measures;
- Housing variety and density;
- Environmental constraints and opportunities
- Commercial, service commercial and industrial needs;
- Strategic district road requirements; and
- District level recreation, community and public infrastructure needs (e.g. high school).

The strategy's Urban Growth Area framework is seen to encourage competition in the market place (not reliant on one developer to deliver lots), diversity (choice) and sufficient supply for 10 – 15 years of growth plus an additional 10 years of land identified for future expansion.

The strategy limits new rural residential areas to contain low density urban sprawl and supports rural residential consolidation where appropriate.

### *2.4.3 Infill/Consolidation*

Infill projections were based on a broad level analysis of infill potential considering subdivision structure/ street layout, lot sizes and the age of housing stock. Infill development is expected to be delivered within and surrounding the Busselton City Centre and Dunsborough Town Centre, through increasing the diversity of housing within established suburban settings, and through strategically identified broad scale up-codings which will be further investigated subsequent to this strategy. An increasing infill development projection for Busselton was based on this opportunity increasing as community expectations change and as large areas of housing stock reach an age whereby the likelihood of redevelopment is increased. In contrast, Dunsborough has fewer existing areas which will provide opportunities for infill development.

In relation to **population and settlement** the following strategies are proposed -

| *Theme & Strategy No.* | *Strategy* |
|---|---|
| *1(a)* | *Establish a **settlement framework** as illustrated on the map and in **Table 1**.* |
| *1(b)* | *Identify the long term vision for **population growth**, urban expansion and urban consolidation within the established settlement framework to allow the population of the District to ultimately reach approximately 100,000 people by 2050.* |
| *1(c)* | *Establish an **urban growth area framework** as illustrated on the map and in **Table 2**.* |
| *1(d)* | *Support and pro-actively plan for **urban expansion** of both the Busselton-Vasse Urban Area and the Dunsborough Urban Area within the established urban growth area framework, including via: the identification of urban growth areas for both the medium term (10 - 15 years) and long term (25+ years) (noting current urban growth areas are already identified and zoned in the City's local planning scheme); immediate consideration be given to the commencement of rezoning/structure planning processes for medium term urban growth areas to ensure continuity of land/housing supply and diversity. The commencement of rezoning and structure planning for long term urban growth areas will not be supported and will be reconsidered through subsequent 5 yearly strategy and scheme reviews.* |
| *1(e)* | *Support and pro-actively plan for **urban consolidation and redevelopment** (including through increases in permissible residential density) in existing urban areas, especially in areas close to the Busselton City Centre, Dunsborough Town Centre and other activity centres identified in the activity centre framework. Support other proposals for redevelopment/consolidation (including through increases in permissible residential density) in existing urban areas, or for increases in planned development density in urban growth areas, especially in close proximity to activity centres or high amenity areas, such as in coastal locations, adjacent to open space, or which are close to significant community facilities. Planning for consolidation should have regard to Special Character Areas, amenity and streetscape.* |
| *1(f)* | *Support and pro-actively plan to identify suitable areas for **re-subdivision/consolidation of existing rural-residential development** in both the Commonage and Dunbarton rural residential areas.* |

| | |
|---|---|
| *1(g)* | *Generally, but especially in urban growth areas, plan for **housing choice, diversity and ageing in place**, with a mix of housing types and lot sizes, with higher densities in proximity to activity centres and open space areas, and with identification of land for aged and dependent persons' housing and care facilities in proximity to activity centres in all medium-term urban growth areas.* |
| *1(h)* | *Support **housing affordability** through supporting urban expansion and urban consolidation, supporting housing choice and diversity, as well as encouraging public, community and other alternative forms of housing delivery.* |
| *1(m)* | *The detailed **boundaries of settlements, urban growth areas, areas for consolidation and locations for significant community facilities** are subject to further detailed planning but are indicative of expected outcomes.* |
| *1(n)* | ***Do not support** the following –*<br>*(i) Unplanned new settlements or urban growth areas, including through creation of new settlements not identified in the established settlement framework or new urban growth areas not identified in the urban growth area framework;*<br>*(ii) The rezoning of any further land for rural-residential development; or*<br>*(iii) Planning proposals that would significantly compromise the capacity of urban growth areas to accommodate planned growth.*<br>*(iv) Any proposals inconsistent with any State Planning Policy including the LNRSPP.* |
| *5(d)* | ***Develop and implement integrated plans** within 5 years of adoption of the strategy as follows –*<br>*(i) Structure plans to guide **planning and development for the** –*<br>• *Dunsborough Urban Area*<br>• *Commonage (i.e. review existing structure plan) and Dunbarton rural-residential areas* |

## 3.0 Activity Centres

The District has a well-defined hierarchy of activity centres with the Busselton City Centre providing focus for retail, commercial and civic activity. Busselton City Centre also has a regional function, serving districts outside the local government area, particularly Margaret River and Nannup. Dunsborough Town Centre provides district level shopping and services for the western part of the District. The strategy sets out an Activity Centres Framework (Table 3) that reinforces the size and primacy of Busselton as the City Centre for the District and the provider of the greatest range of higher order retail (such as full-line department stores and discount department stores) and commercial goods, services, employment and entertainment. Dunsborough is identified as a Town Centre and will be the principal activity centre for the western half of the District. The Activity Centres Framework will ensure that both centres will be supported by secondary neighbourhood and smaller local centres that service their residential catchments. The hierarchy of centres will meet different levels of community needs and enables employment, goods and services to be accessed more efficiently and equitably by residents so that not everything that is needed is concentrated in the Busselton City Centre and the Dunsborough Town Centre. It is important, therefore, that neighbourhood and local centres remain vital, viable and sustainable in the long term.

The two principal centres are healthy, successful, attractive and growing and the recently adopted Busselton City Centre and Dunsborough Town Centre Conceptual Plans identify a range of proposed works and strategies to improve the vitality of the respective centres. For Busselton City Centre proposed strategies relate to: a) parking management and supply; b) traffic

management and pedestrian amenity (relating also to recommendations/direction set out in the *Busselton Traffic Study*); and c) progressive streetscape upgrades.

For Dunsborough Town Centre priority projects relate to: a) streetscape and traffic management changes/improvements along Naturaliste Terrace, Dunsborough Place, Seymour Boulevard and portion of Dunn Bay Road; b) connection of Clarke Street through to Cape Naturaliste Terrace; and c) securing land for additional car parking.

Selected residential areas adjacent to both centres have been identified for low impact commercial uses in Omnibus Amendment 1 to Local Planning Scheme 21 (to be considered by Council for final approval following public advertising potentially in April 2016), stemming from recommendations in the *Local Commercial Planning Strategy* and the *Local Cultural Planning Strategy*.

The fundamental layout and land ownership pattern in the Busselton City Centre is such that there are a number of reasonable opportunities to assemble sites for the new, major retail and commercial developments that will be necessary to meet the growing needs of the community and ensure the City Centre's continuing primacy. Planning for the Dunsborough Town Centre is more challenging because, unlike the Busselton City Centre which is developed on a grid pattern, Dunsborough is not and its existing layout makes 'organic' growth more difficult. The layout of the town also adds to parking and traffic challenges at various times of the year. Sites are also not available at present for a new major development, such as a second full-line supermarket, within the town centre. Draft Omnibus Amendment 1 contains recommendations to rezone Clarke Street from 'Industrial' to 'Business' to enable some retail/commercial expansion. There is currently no secondary activity centre in Dunsborough. The Dunsborough Lakes Structure Plan identifies a commercial site for a local convenience centre, however current landownership arrangements and requirements of the planning framework may mean that local level retail/commercial development within Dunsborough Lakes might be delayed indefinitely.

### *3.1 Planning Rationale*

The Busselton City Centre and Dunsborough Town Centre are the two principal activity centres for the District and should continue to develop into economically, socially and culturally vibrant and vital places through the direction set out by the settlement and activity centres frameworks.

Demand for shopping, services and parking is linked to growth in population and tourism. Implementation of the strategies/proposals arising from the Busselton City Centre and Dunsborough Town Centre Concept Plans and draft Omnibus Amendment 1 will assist.

The estimated shop retail floorspace for the Busselton City Centre when the *Local Commercial Planning Strategy* was prepared (i.e. commenced 2006) was 34,056m$^2$. With the new Woolworths and a number of smaller developments already implemented, that is now around 40,000m$^2$. The Busselton Central redevelopment has been approved, and will add approximately 6,000m$^2$ net (i.e. increase from around 10,000m$^2$ to around 16,000m$^2$). That means the estimated shop retail floorspace for the Busselton City Centre should be at around 46,000m$^2$ by around the time this Strategy is actually adopted. The shop retail components at West Street may total approximately 8,000m$^2$, but that is outside the City Centre and will reduce potential growth in the City Centre over the next 10-15 years by around that amount. There are, however, a number of other opportunities for smaller-scale commercial developments incorporating a shop retail component,

including two which have been approved and not yet developed, and around 10,000m$^2$ for further, small-scale expansion is seen as a reasonable estimate over the next 10-15 years. This brings shop retail estimates for the Busselton City Centre to around 56,000m$^2$. It is reasonable to anticipate at least one further, major retail development/redevelopment over the next 10-15 years, which would possibly consist of an additional and/or expanded supermarket, an additional DDS and associated specialties, with a net floorspace increase in the order of 10,000m$^2$-15,000m$^2$ (it depends to a significant degree on where the development occurs, as one potential location would involve principally redevelopment, and a development of around 15,000m$^2$ would involve a net increase of around 10,000m$^2$), but 14,000m$^2$ has been assumed, bring total figure to 70,000m$^2$ (i.e. by around 2030).

Physical expansion of the Dunsborough Town Centre may also be necessary to meet such demands for a Dunsborough with a population of 15,000+ and a shop retail floorspace of 20,000, as the existing Town Centre footprint, including undeveloped or under-developed, but zoned land (or land proposed to be rezoned along Clarke Street), provides only very limited opportunities for assembly of the kind of sites that would accommodate the kind of major, new retail and commercial developments that will be needed to provide local access to services and employment. The strategy suggests the possible consideration of the Town Centre footprint growing to the southern side of Caves Road into the Dunsborough Playing Fields site. This would be need to be subject to, amongst other things, the identification and development of replacement playing fields, the treatment of Caves Road itself to enable safe pedestrian movement and traffic circulation, and justification through retail needs assessment.

Should there be support for urban expansion in the broad locality of Dunsborough South (14) through the Leeuwin Naturaliste Sub-Regional Strategy, commercial needs would be investigated.

The strategy seeks to support the long-term viability of lower order centres because of their function in providing neighbourhood and local convenience shopping and services. As the District population grows and larger centres grow (and new activity centres are developed such as those planned for Vasse, Provence and Ambergate North) some of the smaller existing centres may struggle in the long term. The strategy provides the scope to consider permitting limited expansion, subject to retail sustainability analysis, which may also be a catalyst for redevelopment. In most instances physical expansion will be constrained by existing surrounding land uses.

In relation to **activity centres** the following strategies are proposed –

| *Theme & Strategy No.* | *Strategy* |
|---|---|
| *2(a)* | *Support and pro-actively plan for **employment growth and economic development** to support a growing population within established activity centre and industrial/service commercial area frameworks, and through: ensuring that sufficient land is identified at a strategic level; working pro-actively to ensure land is available for development when required; and identifying and pro-actively planning for emerging opportunities and needs for employment growth and economic development.* |
| *2(b)* | *Establish an **activity centre framework** as illustrated on the map and in **Table 3**.* |

| | |
|---|---|
| *2(c)* | *Support and pro-actively plan for **activity centre development** as set out in the established activity centre framework, with activity centres, including new activity centres and significant expansions of existing activity centres, to be developed as centres of the social and cultural life of their communities and not just as shopping centres. All new activity centres and significant expansions of existing activity centres shall be accompanied by an 'Activity Centre Plan' and 'Retail Sustainability Assessment' and be developed along predominantly 'main-street' lines, with activated public streets and high levels of pedestrian amenity, and with a mix of public spaces (parks and piazzas), shop, office, café/restaurant/bar/entertainment, tourism and community uses. Opportunities for delivery of medium or high density housing and tourist accommodation within and around all activity centres shall be pro-actively planned for.* |
| *2(d)* | ***Significant office development** should be located within or adjacent to the Busselton City Centre, Dunsborough Town Centre or Ambergate North Town Centre.* |
| *2(m)* | *Ensure that the identification of land for activity centres, tourism and industrial/service commercial areas are considered in the planning of all **urban growth areas**.* |
| *2(n)* | ***The boundaries of activity centres and industrial/service commercial areas** are subject to further detailed planning but are indicative of expected outcomes.* |
| *2(o)* | ***Do not support** i) unplanned new or expansion of existing activity centres not identified in the established activity centre framework; iii) allow significant shop retail or office uses to locate outside activity centres, or iv) planning proposals that would significantly compromise the capacity of land to accommodate growth as set out in this strategy.* |

## 4.0 Industrial/Service Commercial

There is currently 391 hectares of existing, zoned industrial/service commercial areas within the Busselton-Vasse Urban Area and the Dunsborough Urban Area, including land with endorsed structure plans that are yet to be subdivided and developed (Airport North 1 and Chapman Hill 4).

A broad analysis of industrial/service commercial land requirements was undertaken using a methodology provided by the Department of Planning that was utilised in the preparation of the draft *South West Region Industrial Land Supply* study. The key findings are summarised in the following table –

| 2036 | Band A (WAT 2012) | CoB 2015 | Band B (WAT 2012) |
|---|---|---|---|
| **District (ha)** | 592 | 661 | 727 |
| **Busselton-Vasse Urban Area (ha)** | 445 | 496 | 547 |
| **Dunsborough Urban Area (ha)** | 146 | 164 | 180 |

*Table A - industrial/service commercial land requirements to 2036 based on an average of 4 persons/hectare*

### *4.1 Busselton-Vasse Urban Area*

There is currently 330 hectares of land zoned for industrial/service commercial purposes in the Busselton-Vasse Urban Area. The City's analysis suggests that the Busselton-Vasse Urban Area may require 496 ha by around 2036, with a comparative analysis of Band A and Band B suggesting between 445ha and 547ha. The strategy identifies 587ha of medium term

industrial/service commercial land (Airport North, Airport North Extension 6 and Airport South 8) and additional 28ha on Chapman Hill Road (Chapman Hill 7) giving a total of 615ha for the Busselton-Vasse Urban Area.

### 4.2 Dunsborough Urban Area

There is currently 61 hectares of land zoned for industrial/service commercial purposes in the Dunsborough Urban Area being: Clarke Street, Enterprise Park (9) and the Dunsborough Light Industrial (10). The latter comprises 54 hectares, however subdivision and development for industrial purposes has not progressed nor is likely to at this location, largely due to environmental constraints. The LNRSPP identifies this land as a Development Investigation Area for residential purposes, however the strategy flags that it is to be investigated through the Leeuwin Naturaliste Sub-Regional Strategy for urban expansion and the associated relocation of the light industrial area to a more suitable location.

The undeveloped portion of Enterprise Park could realise a further 20 lots. The City has given in-principle support for a portion of adjoining Lot 1150 Princeville Road (identified as an Aged Persons site on the endorsed Dunsborough Lakes Structure Plan) to be rezoned to Industrial (as an extension to Enterprise Park) that could yield approximately 15 lots. The *Local Commercial Planning Strategy* recommends the rezoning of land in the Clarke Street Industrial Area to 'Restricted Business' or similar, including 'Shop' and 'Office' as additional permissible uses. The City is currently progressing the first omnibus amendment to Local Planning Scheme 21 which, amongst other things, proposes to rezone Clarke Street to 'Business' zone, which may see industrial uses replaced over time with non-industrial uses.

The City's analysis suggests that the Dunsborough Urban Area may require 164ha by around 2036, with a comparative analysis of Band A and Band B suggesting between 146ha – 180ha. Given the likelihood that the Dunsborough Industrial Park land will remain undeveloped for that purpose, Dunsborough is, and will continue to be, reliant on Enterprise Park for industrial/service commercial land and also effectively reliant on the Vasse Light Industrial Area, which together are not sufficient to meet estimated demand.

### 4.3 Planning Rationale

Medium term industrial/service commercial growth areas Airport North Extension (6) and Airport South (8) are not only strategically located in proximity to the Airport, but also to important regional transport links (Bussell Highway, Sues Road and Vasse Highway).

These areas, combined with the existing zoned Airport North Industry Park (1), will be the major source of industrial/service commercial land supply for the District. Identification of these areas is consistent with the City's adopted *Busselton Regional Airport Masterplan and Conceptual Land Use Plan* and will ensure that the land is not sterilised for that use by non-compatible land uses. Chapman Hill Road 2 (7) is identified as a logical extension to the Strelly Street LIA and Chapman Hill (4).

Although the strategy identifies more land for industrial/service commercial than demand to 2036, planning for this land use is more challenging than planning for urban growth because industrial land markets are often highly dynamic and, unlike residential land, require proximity to

raw materials, major transport infrastructure (air, road and rail) and workforce catchments. It is also difficult to predict what the specific needs of industry will be during the lifetime of the strategy. The analysis of industrial/service commercial land supply demand is based on population growth scenarios and does not take into account economic drivers that might influence demand, such as the expansion of the airport itself and the opportunities that may present (e.g. international air freight services). In order to ensure that there is land available to facilitate economic growth and diversification, sufficient amounts of industrial land should be made available and potential supply should exceed anticipated demand to provide flexibility and choice to potential investors. The strategy identifies sufficient land supply for the medium-term.

There is not sufficient existing zoned or planned land in Dunsborough to meet anticipated demand. It will be difficult, however, to deliver all of the Dunsborough demand in the Dunsborough South locality (should this area be supported for urban expansion through the Leeuwin Naturaliste Sub-Regional Strategy), which suggests that capacity will need to be found elsewhere. Some of that capacity will be available in the Busselton-Vasse Urban area at Airport North Extension (6), Airport South (8) and Chapman Hill Road 2 (7) during the life of the strategy, however into the longer term, growth in capacity around the Busselton Regional Airport may need to be considered.

In relation to **industrial/service commercial** the following strategies are proposed –

| *Theme & Strategy No.* | *Strategy* |
|---|---|
| *2(h)* | *Establish an **industrial/service commercial area framework** as illustrated on the map and in **Table 4**.* |
| *2(i)* | *Support and pro-actively plan for **industrial/service commercial area development** in both the Busselton-Vasse Urban Area and the Dunsborough Urban Area within the established industrial/service commercial area framework, including via: the identification of new industrial/service commercial areas for the medium term (10-15+ years) noting that current industrial/service commercial areas area already identified and zoned in the City's local planning scheme; and encouraging the timely commencement of rezoning/structure planning processes for medium term industrial/service commercial areas to ensure continuity of industrial/service commercial land supply and diversity.* |
| *2(o)* | ***Do not support** ii) industrial/service commercial areas not identified in the established activity centre and industrial/service commercial frameworks.* |

## 5.0 Community Infrastructure

The City has been active in planning for and managing the community infrastructure implications of its rapid growth through a number of local planning scheme measures that enable contributions to be secured for community infrastructure at the development and subdivision approval stages. The contributions fund a wide range of local and district level community infrastructure, in accordance with a capital infrastructure plan. The capital infrastructure plan is based on an assessment of the expected demand for community facilities from population growth across the City. The infrastructure items include contributions toward, amongst other things: library, arts and cultural facilities; coastal facilities; Geographe Leisure Centre; Busselton to Dunsborough Recreation Trail - Dual Use Path; district playing fields and various local precinct based community

facilities. The contributions applicable in each of the precincts apply to new residential and tourism development. The value of the contribution and the capital items have been developed through the *Community Facilities Implementation Policy 2008* (now rescinded) and other documents, such as the City's *Leisure Services Plan*, *Community Facilities Contribution Study* and *Cultural Plan*. The Community Facilities Contribution policy provisions are now incorporated into Local Planning Scheme 21 as Development Contribution Area 1 which strengthens the ability of the City to require the contributions at subdivision and development stage. The City also has separate Developer Contribution Plans for Port Geographe, Yalyalup, Vasse and areas of Old Broadwater Farm and Dunsborough Lakes.

The planning for, and delivery of, community facilities such as government schools, recreation facilities and community centres is relatively straightforward and usually addressed through more detailed planning processes. New community purposes sites are identified and planned for Yalyalup, Ambergate North and Vasse, as well as new playing fields and recreational facilities for Vasse and Dunsborough Lakes. New government schools (including a public high school at Ambergate North) are also planned, but there are currently no plans for a public high school for Dunsborough.

### *5.1 Planning Rationale*

Population growth will put significant pressure on existing community infrastructure and will create demand for new and/or different facilities driven by an increasingly diverse demographic. Developer contributions are an accepted part of the State and local planning frameworks as a funding source. New urban and infill development will create demand and will need to contribute funds to help meet those demands.

Planning for some other kinds of community infrastructure though is often less straightforward. Planning for private schools is often difficult because there is no overall, coordinating body that has responsibilities similar to the Department of Education in delivering public schools. Unless sites are strategically identified early in the planning process it will be difficult for private education providers to secure well-located sites. The same is often true for aged care, tertiary education, cultural and other community infrastructure. The Strategy proposes proactive consideration of these needs in future detailed planning processes.

Although the provision of public schools is the core business of the Department of Education, it is important that such sites are planned for and set aside for that purpose. The population of the Dunsborough Urban Area at 15,000+ will support a high school. While a high school may not be needed until after 2036 land use planning timeframes and delivery of education infrastructure timeframes are not always in balance.

In relation to **community infrastructure** the following strategies are proposed –

| *Theme & Strategy No.* | *Strategy* |
|---|---|

| | |
|---|---|
| *1(i)* | *Support and pro-actively plan for the development of **new and improved community facilities** to meet the needs of a growing and increasingly diverse population and ensure that the identification of land for community facilities (including educational, medical, community, cultural and recreation facilities) is considered in the planning of all urban growth areas.* |
| *1(j)* | *Identify and pro-actively plan for potential **significant community infrastructure locations**, including educational, community, cultural and recreational facilities, but consider other potential locations on their merits, and support strategic land assembly and integrated planning to support the delivery of facilities.* |
| *1(k)* | *Ensure that both infill and new urban development that will generate a demand for improved community facilities contributes towards meeting those demands through appropriate **developer contributions**.* |
| *1(i)* | *Identify locations for the following **particular significant community facilities** (*denotes facilities where potential locations are illustrated on the map) –*<br>• *Public high schools in Ambergate North* and Dunsborough*<br>• *Additional/consolidated major outdoor recreation/ovals sites in Busselton and Dunsborough**<br>• *'Noisy sports' (mostly firearms and motor sport related)*<br>• *Performing arts centre*<br>• *Replacement/additional/expanded indoor recreational facilities in both Busselton and Dunsborough*<br>• *Tertiary education (university and trade/technical)*<br>• *Private education*<br>• *Private hospital*<br>• *Aged care facilities*<br>• *Youth and child-care facilities*<br>• *Places for religious worship or cultural purposes*<br>• *Coastal and marine facilities*<br>• *Recreational walking, cycling and bridle trails*<br>***(Note:** Potential significant community facilities locations in long-term urban growth areas have not been identified, but will be required. Also note that existing and potential primary school sites have not been identified, but will be required (and are effectively planned for as part of more detailed planning processes and these do not need to be specifically addressed as part of this strategy. Also note that most physically smaller community facilities that take up less space have not been identified but will need to be considered as part of more detailed planning processes).* |

| | |
|---|---|
| *5(d)* | ***Develop and implement integrated plans** within 5 years of adoption of the strategy as follows –*<br>*(ii) Develop a **community infrastructure framework** that addresses both State and local government infrastructure (including educational, community, cultural and recreational facilities), in conjunction with relevant government agencies and key stakeholders, to guide locational decisions and strategic planning relating to those facilities to the satisfaction of the Western Australian Planning Commission.* |

## 6.0 Tourism

The tourism market is variable with fluctuations in visitor numbers throughout the year. Tourism plays a major role in the economy of the City and is linked to beaches and the natural environment/landscape, rural-based attractions such as wineries and other agricultural products, cultural attractions and settlements (shops, restaurants & services). Planning for choice and capacity in tourism accommodation can help to increase the vibrancy and vitality of the City's centres especially in generating activity outside of normal retail trading hours to support local restaurants, cafes and entertainment venues.

### *6.1 Planning Rationale*

A number of tourist developments within the City are in need of refurbishment, improvements in tourist amenities and facilities and as a result may be struggling to remain viable for various reasons. The *Local Tourism Planning Strategy* and State policy provides the scope to consider permitting an unrestricted length of stay allowance on sites designated non-strategic as an incentive for reinvestment to occur, with merit-based consideration for strategic sites where a net tourism benefit can be demonstrated (such as refurbishment, delivery of new and/or upgraded facilities, delivery of new accommodation product). Tourism accommodation in the rural areas can provide support for the ongoing viability of agricultural enterprises.

In relation to **tourism** the following strategies are proposed –

| *Theme & Strategy No.* | *Strategy* |
|---|---|
| *2(e)* | *Support the **development of new tourism accommodation** by allowing development of tourism accommodation in appropriate urban areas.* |
| *2(f)* | *To facilitate re-investment and the progressive upgrading of accommodation product, consider permitting **unrestricted length of stay components for new development on Tourism zoned land within the Busselton-Vasse Urban Area and the Dunsborough Urban Area**, consistent with the Local Tourism Planning Strategy and the WAPC relevant Planning Bulletin.* |
| *2(g)* | *Continue to support low-key, small scale **tourism accommodation in rural areas**, but do not permit any further strata subdivision of tourism accommodation or unrestricted length of stay component outside of the Busselton-Vasse Urban Area and the Dunsborough Urban Area.* |

## 7.0 Biodiversity & Environment/Environmental Change & Risk

### *7.1 Biodiversity & Environment*

The South West of WA (including the City of Busselton) is identified as being an international 'Biodiversity Hotspot', meaning that the region contains at least 1,500 species of vascular plants as endemics and it has lost at least 70% of its original habitat. There are some 50 different vegetation complexes within the City and for many only 30% or less of their original distribution remains. Preservation and enhancement of native vegetation and wetlands is critical in ensuring the survival of several vulnerable (and at risk of extinction) fauna species, including the Western Ringtail Possum (the core habitat for which overlaps with the City's urban areas) and the Chuditch. The City also contains important habitat for three threatened species of black cockatoo (Carnaby's Black Cockatoo, Baudin's Black Cockatoo and the Forest Red-tailed Black Cockatoo) and a threatened species of freshwater crayfish. The most significant impact of development on biodiversity is the modification of habitats and some of the major issues caused by development include the following:

- Loss of poorly represented communities
- Maintaining/enhancing 'Biodiversity Hotspot' status
- Protecting environmental linkages
- Introduction and spread of weeds, feral animals and pathogens (Dieback)
- Increased edge effects, particularly where areas of remnant vegetation are subdivided for urban purposes
- Fragmentation of bushland areas and disruption of ecological linkages
- Conflicting needs of bushfire risk reduction and conservation of vegetation complexes
- Recognising the needs of agriculture, mining and tourism

Past human activities have had a negative impact on the health of many wetlands and watercourses within the City and the current pattern of development places additional pressures on these environments. Other environmental elements around wetlands and waterways (such as the presence of threatened fauna and remnant vegetation) increase the constraints to development in their vicinity. Management and improvement of water quality issues has been, and currently is, an ongoing issue for the City.

### *7.2 Environmental Change & Risk*

Parts of the City are potentially subject of a number of environmental risks. Some of the principal risks are –

- Inland flooding (associated with extreme rainfall events)
- Coastal erosion, flooding and inundation
- Biodiversity loss or degradation
- Bush fires
- Water and environmental quality issues in the City's rivers, wetlands, Geographe Bay and other waterways such as at Port Geographe (due in part to nutrient rich runoff from urban areas and agricultural activities)

Additional development in vulnerable areas and climate change, especially climate change related sea level rise may exacerbate these risks. A significant amount of work has been done

by both the City and the State Government to identify, adapt to and/or reduce these risks. That includes –

- Mapping areas that may be subject of flooding during a 1:100 year rainfall event and development of inland flood retention basins
- Mapping areas potentially subject of coastal erosion and/or coastal flooding and inundation including mapping how climate change and especially sea level rise may increase those risks
- Consideration of coastal erosion risk when assessing development proposals within areas identified as being at potential risk of coastal erosion
- Beach nourishment and development of sea walls and groynes along portions of the City's coast
- Development of planning policies to ensure that future subdivisions and development are designed to reduce bush fire risk and achieve a balance between management of bush fire risk and protection of biodiversity
- Ensuring that firebreaks and low fuel areas are developed and maintained on properties in bush fire prone areas and generally across the City
- Proactive efforts to reduce nutrients and water quality problems in the City's waterways such as the Lower Vasse River
- Development of emergency management and response plans

### *7.3 Planning Rationale*

The City has many environmental assets and a diverse natural environment that is valued by the community, visitors and tourists. There are various environmental issues that need to be addressed to ensure the long term health of the natural environment. Significant issues relate to the management of waterways (in terms of water quality), retention of remnant vegetation and maintaining biodiversity.

The strategy acknowledges there is risk from a number of sources and seeks to pre-empt change to better assist the community to adapt to changing circumstances, including those anticipated to arise from climate change. Identifying risk and responding accordingly is a critical element of the planning process. The City will show leadership and work in partnership with other local governments, the State Government and the community in contributing to reducing and/or managing risk and adapting to change.

In relation to **biodiversity & environment and environmental change and risk** the following strategies are proposed –

| *Theme & Strategy No.* | *Strategy* |
|---|---|
| *4(a)* | *Protect and enhance the habitat of **native fauna, native vegetation and wetlands** as part of the planning and development of the District.* |
| *4(b)* | *Seek to identify and secure **ecological corridors** as part of considering structure planning and rezoning proposals.* |

| | |
|---|---|
| *4(c)* | *Support the rationalisation and expansion of the **reservation and management of land along the coast and adjacent to waterways**, especially around the Vasse River, Vasse-Wonnerup Estuary, New River, Broadwater, Toby Inlet and linking wetlands.* |
| *4(d)* | *Support the long term survival of the District's **Western Ringtail Possum** population, especially the population within urban areas.* |
| *4(e)* | *Support and implement initiatives to maintain and improve **water quality** in Geographe Bay, the Vasse-Wonnerup Estuary, Toby Inlet, Lower Vasse River, Vasse Diversion Drain and other waterways in the District.* |
| *4(f)* | *Develop a comprehensive, long-term coastal approach to address issues related to **coastal erosion and coastal flooding** risk.* |
| *4(g)* | *Ensure that new and existing urban areas and other development infrastructure are adequately protected from **inland flooding** risk.* |
| *4(h)* | *Ensure that management of **bush fire** risk is a central consideration in planning and development decisions.* |
| *4(j)* | *Protect and enhance the **visual character** of the District by avoiding the further commercialisation of land-use and development visible from i) key public vantage points (e.g. scenic lookouts, trails) within National Parks and conservation parks; and ii) regional roads, strategic local roads and travel route corridors (as defined in the Leeuwin-Naturaliste Ridge State Planning Policy), as well as providing, wherever possible and consistent with maintaining landscape and visual character values; screening landscaped buffers where development is being undertaken in locations visible from these sites, roads and travel routes.* |
| *4(k)* | *Generally maintain existing **building height** controls, but consider allowing taller buildings to be built in and around the Busselton City Centre, Dunsborough Town Centre and 'Tourist' zoned sites in urban areas, including the Busselton Resort strip, Dunsborough Resort Strip and at Port Geographe.* |
| *5(d)* | ***Develop and implement integrated plans** within 5 years of adoption of the strategy as follows –*<br>*(iii) A comprehensive, long-term adaptation strategy to address issues related to **coastal erosion and coastal flooding** risk, which is reflected in an integrated way in the local planning scheme, as well as the City's infrastructure and financial planning, and which will protect urban areas from coastal flooding and coastal erosion, or provide for managed retreat from vulnerable areas.*<br>*(iv) A **Western Ringtail Possum** habitat protection strategy, which provides for the long-term protection and enhancement of habitat, whilst also supporting the consolidation and expansion of urban development.* |

## 8.0 Agriculture & Rural Areas

Historically, agriculture has been the predominant land use and the City contains some of the most productive land in the State. The agricultural sector is diverse and includes a variety of cropping, viticulture, horticulture, livestock, timber and artisan produce. The rural areas also support tourism through holiday accommodation, wineries and cellar door sales, microbreweries, restaurants, galleries and artisan produce outlets. The variety of agricultural activities combined with diverse landscapes forms a unique rural landscape. The rural areas also have significant mineral and basic raw material resources and availability/supply of gravel and sand is an important factor in the growth and development within the City. There are a number of issues that have and will continue to impact on agriculture and the rural areas and these are –

- Changing agricultural economics and investment patterns, caused by both fluctuating prices and demand, and by changes to input costs such as land, labour and water.
- Competing land uses (townsite expansion, demand for rural residential 'lifestyle' lots, tourist development and other non-agricultural activities.
- Conflicting land uses – potential conflict between agricultural and resource extraction operations and residential and/or tourism land uses, as well as differing land management practices (e.g. organic versus non-organic).
- Fragmentation of land – subdivision of rural land that reduces its viability and sustainability for agricultural purposes, although note that because of relatively small lot sizes in many areas historically, effective fragmentation of land often can and does occur without need for subdivision, and simply through the sale of existing lots that had previously formed part of a single management/ownership unit previously.
- Maintaining the diversity of natural and rural landscapes – preserving the mosaic of land uses and visual landscape amenity.
- Separation of settlements and retention of rural areas as green belts.
- Sustainable use of land and water resources and maintenance of the natural environment including remnant vegetation and wetlands.
- Increasing pressure on agricultural activities to reduce nutrient runoff as this is a contributor to water quality problems in the City's waterways.

### *8.1 Planning Rationale*

It is important that the long term viability of agricultural land is protected and agricultural land should, therefore remain in production or be available for a range of agricultural uses. Present landholdings/lot sizes should remain (unless provided for by other strategies such as the Biodiversity Incentive Strategy or current State policy) with a general presumption against subdivision of rural land in accordance with current State policy.

In relation to **agriculture and rural areas** the following strategies are proposed –

| *Theme & Strategy No.* | *Strategy* |
|---|---|
| *2(j)* | *Support and protect **agriculture** by: retaining land in rural areas primarily for agricultural purposes; avoiding the further fragmentation of land in rural areas other than where specifically supported; and keeping settlements compact and contained.* |
| *2(k)* | *Protect **basic raw materials and mineral and energy resources** and support their extraction where it is consistent with environmental protection and amenity, and contributes towards local and regional economies, in particular by: managing land use in the vicinity of those resources; avoiding the further fragmentation of land in rural areas other than where specifically supported; and keeping settlements compact and contained.* |
| *2(l)* | *Support the appropriate **diversification of agricultural industry and land uses in rural areas**, including appropriate non-rural land uses that are incidental and/or complementary to the agricultural use of the land.* |

| | |
|---|---|
| *4(i)* | *Maintain the **physical separateness and unique identities of all settlements**, and in particular do not allow intensification of development in the Siesta Park/Marybrook area by maintaining the broadacre character, wetland ecology, rural landscape and cultural values of the 'Wetland Amenity Area' as identified in the Leeuwin-Naturaliste Ridge State Planning Policy and other areas, as identified in this strategy.* |
| *5(e)* | *Support and advocate for **regional and/or State-based initiatives** in relation to the following –*<br>*(i) The protection and management of **basic raw materials and mineral and energy resources**.* |

## 9.0 TRANSPORT

### *9.1 Airport*

The City recently received $55.9M in funding that will facilitate the commencement of Stage 2 of the *Busselton Regional Airport Masterplan*. Stage 2 works will include: expansion of the airport's runway to 2,350m suitable for landing 737 and A320 jet aircraft. It will also enable the expansion of the existing airport carpark and terminal. The upgrades will enable regular direct flights to and from the Eastern States and, in due course, some Asian destinations. Once construction is complete, the Busselton-Margaret River Airport will be capable of providing an additional option for emergency flight services and a vital back-up for Perth Airport. It will also support the expansion of FIFO services from the South West directly to mine-sites in the Pilbara region. The Airport Masterplan and Conceptual Land Use Plan adopted by the City for the airport and its surrounds identifies land for future investment in both airside and landside facilities, and businesses that are likely to rely on direct access to, or co-location with, the Airport. The strategy identifies land to the north and south of the airport (consistent with the Airport Masterplan) for medium term industrial/service commercial to ensure that the land is developed for uses that will rely on, support and complement the airport, and to prevent conflicting land uses that could sterilise the use of the land for those purposes, and risk compromising airport operations and expansion.

### *9.2 Rail*

The draft *South West Region Planning and Infrastructure Framework* identifies the need to improve connectivity between Perth and Bunbury by the development of a high speed passenger rail service. The Western Australian Planning Commission has endorsed the corridor alignment of the Busselton Outer Bypass (BOB) and detailed planning for its final alignment has commenced. The BOB and Bussell Highway east of Busselton will ultimately be developed to freeway standard and State planning for that now includes securing a sufficiently wide corridor for those roads to accommodate a future high speed rail service to link the Busselton-Vasse Urban Area with Bunbury and Perth. In the context of the future growth of the City of Busselton and the Shire of Augusta-Margaret River (noting that it will not be required for the very long term and not within the lifetime of this Strategy), the Strategy flags that such a service could ultimately extend to the Dunsborough Urban Area and Margaret River. Also noting that they will not be required within the lifetime of this strategy, Bovell, Vasse and Dunsborough are flagged as locations that could be considered for future stations and transport orientated development (TOD).

The draft *South West Region Planning and Infrastructure Framework* supports strategies that seek to improve freight rail services in the South West Region. The Busselton-Margaret River Airport and the current and medium- term industrial/service commercial land identified in Table 4 of the strategy

surrounding the airport will likely become one of the biggest employers in the City and possibly in the South West (outside of Greater Bunbury). The national freight network currently extends to Iluka in Capel. In response this strategy (noting that it will not be required for the very long term and not within the lifetime of the strategy) flags the need for land use planning and development to consider a future freight rail corridor to support the Busselton-Margaret River Airport and business/industries that might develop that could rely on freight rail transport and in turn support the provision of such a service.

### *9.3 Road and Cycle/Pedestrian Network*

Local public transport services, cycling/pedestrian routes and roads are the public infrastructure that makes up the City's movement network. Greenfields estates such as Provence, Old Broadwater Farm and Dunsborough Lakes are generally well provided for in terms of provision of dual use paths but the network can be fragmented in older, established suburbs and lacking in connectivity between places, destinations and neighbourhoods. The private vehicle is the dominant mode of transport for both residents of, and visitors to the City and as the population grows, this is likely to continue. Improvements in local public transport and pedestrian/cycling routes can support a shift away from reliance on cars for some journeys. Both Busselton and Dunsborough experience varying levels of road congestion, in particular traffic challenges on Causeway Road leading into Queen Street and the Busselton City Centre generally, as well as in and around the Dunsborough Town Centre at peak times throughout the year. As the City's population grows, along with increasing visitor and tourist numbers, these challenges will continue to demand an integrated response.

Planning to expand and improve the road and cycle/pedestrian network to and from the City as well as within, has and continues to advance on a number of fronts including –

- Continued, progressive upgrading of Bussell Highway between Busselton and Margaret River, together with the eventual creation of a 'freeway-standard' road between Busselton and Bunbury.
- Identification of the Vasse-Dunsborough Link Road alignment.
- Extension of the existing Busselton Bypass around Vasse.
- Identification of a Busselton Outer Bypass corridor.
- Planning to improve the capacity of the local road network within the City's urban areas (Busselton Traffic Study), especially north-south road links in Busselton (such as Ford Road), which are made challenging because of wetlands and other environmental constraints and the future principal road network in and around a significantly bigger Dunsborough.
- North-south pedestrian/cycle links in Busselton.
- Completion of a dual use path linking Busselton and Dunsborough.

### *9.4 Planning Rationale*

As the City's population and economy grows the amount of traffic carried on roads will also grow. Land use planning needs to expand and improve the City's transport infrastructure.

An underlying principle of the strategy is to plan for compact, sustainable and well-connected settlements that can rely less on private vehicle use and rely more on walking, cycling and public transport to access community needs. Population growth can reach a level where it can support a high performance public transport system and the strategy is supportive of this. Land

use planning and development will need to ensure that land corridors are identified through the planning process to enable the development, in the future, of a high performance public transport system (which could be in the form of a bus network, running on dedicated 'bus lanes', perhaps in part, a light rail system, or perhaps some other technology not yet developed).

Planning needs to support and promote an integrated system of public and private transport networks that will support and reinforce the activity centres, settlement, urban growth and industrial/service commercial frameworks and reduce the time, cost and impact of travel.

In relation to **transport** the following strategies are proposed –

| *Theme & Strategy No.* | *Strategy* |
|---|---|
| *3(a)* | *Development of the **Regional Airport** as the principal airport for South West WA, in particular through: regulating nearby land-use and development to minimise the risk of future land-use conflict; supporting development of complementary land-uses and development; and planning for efficient inter-modal passenger and freight transport.* |
| *3(b)* | *Seek to identify land corridors to accommodate a possible future **high-speed passenger rail** linking Busselton and Dunsborough with Perth, Bunbury and Margaret River through further detailed land use and infrastructure planning.* |
| *3(c)* | *Seek to identify land corridors to accommodate a possible future **freight rail** link between the Regional Airport and Industrial Precinct, the Bunbury Port and the national freight rail network through further detailed land use and infrastructure planning.* |
| *3(d)* | *Seek to identify land corridors to accommodate a future **light-rail or high-performance bus service** linking the Busselton City Centre, Dunsborough Town Centre, Regional Airport and other key activity nodes through further detailed land use and infrastructure planning.* |
| *3(e)* | *Progressively improve **other local public transport services and pedestrian/cycling routes** within and between the Busselton-Vasse Urban Area and Dunsborough Urban Area.* |

| | |
|---|---|
| *3(f)* | *Identify and secure land corridors as necessary for, and progressively implement, the upgrading of the **regional road network and strategic local road network**, including through the –*<br><br>○ *upgrading of the Busselton Bypass to four lanes/dual-carriageway for its entire length;*<br>○ *development of the Vasse Bypass and Vasse-Dunsborough Link;*<br>○ *development of the Busselton Outer Bypass, ultimately to 'freeway-standard';*<br>○ *the upgrading of Bussell Highway east of Busselton to 'freeway-standard';*<br>○ *the progressive upgrading of Bussell Highway south of Busselton;*<br>○ *the progressive upgrading of Vasse Highway and Sues Road;*<br>○ *development of at least one additional link between Layman Road/Peel Terrace and Bussell Highway to the east of Causeway Road (such as development of Ford Road and/or a Cammilleri-Causeway link – noting that there are significant environmental constraints that would need to be considered and addressed in doing so); progressively upgrading existing north-south links between Busselton Bypass and Bussell Highway/Busselton City Centre;*<br>○ *creation of efficient links between Busselton Bypass and the future Busselton Outer Bypass;*<br>○ *creation of an efficient east-west local road route running parallel to the Busselton Bypass and future Busselton Outer Bypass;*<br>○ *progressive upgrading of Chapman Hill Road; and*<br>○ *creation of new or upgrading of existing routes to reduce future traffic congestion in and through the Dunsborough Urban Area, especially along Caves Road (which could involve new/upgraded routes to the south and west of the urban area).* |

## 10.0 Utilities

Population growth and anticipated location of future growth and development areas are important indicators of the future demand for services, facilities and infrastructure (water, wastewater treatment, waste disposal, energy and telecommunications). Planning for growth should adopt a sustainable approach to the provision of services which should be pursued through better urban design and, where possible, through alternative and more sustainable forms of utility provision.

It is not anticipated that water supplies for domestic use will emerge as a significant issue subject to continued investment in infrastructure. Assess to groundwater however, is more difficult in the western part of the City where water supplies for use on ovals and parks is an emergent concern. Wastewater reuse can play an important role in meeting those demands and this option is currently being investigated by relevant service providers (Busselton Water and Water Corporation). Progressive upgrades of both the Busselton and Dunsborough Wastewater Treatment Plans will be required to meet growing demands. Some parts of the Busselton-Vasse Urban Area and Dunsborough Urban Area remain unsewered. Delivery of infill sewer in residential areas is viewed as having broad environmental benefits and is a critical element in facilitating urban consolidation and redevelopment.

The difficulties in finding waste disposal sites are expected to grow in the future as are the costs of transporting waste. The City is currently working to secure a new waste disposal site to meet demands for the next few decades but additional capacity will be needed again

before 2050. Recycling and waste minimisation will become more important in the future.

Investments in gas, wind, geothermal and solar energy are likely to continue as an alternative to the region's reliance on coal-fired power stations. The Dampier to Bunbury natural gas line has been extended to Busselton but not to Dunsborough. While access to electricity supplies is not expected to be constrained, progressive upgrades of links to the State electricity network will need to continue to ensure certainty of supply.

Busselton is part of the initial roll out of the National Broadband Network. Through the NBN and other initiatives it is likely that the speed and scope of telecommunication services will expand progressively and considerably.

### *10.1 Planning Rationale*

Population growth and new development will place pressure on existing utilities and the need to extend current servicing networks. The strategy outlines where development is likely to occur within the City and planning needs to ensure that land use and development is closely integrated with the provision of infrastructure services.

In relation to **utilities** the following strategies are proposed –

| *Theme & Strategy No.* | *Strategy* |
|---|---|
| *3(g)* | *Support the progressive upgrading of **wastewater treatment** facilities, delivery of infill sewer, initiatives for wastewater recycling and regulating land-use to minimise the risk of future land-use conflict around facilities.* |
| *3(h)* | *Develop and implement **waste management** strategies, with a strong emphasis on waste minimisation and recycling, together with the identification and securing of waste disposal sites.* |
| *3(i)* | *Support the progressive upgrading of **telecommunications services and reticulated water, electricity and reticulated gas services**, together with identifying and supporting appropriate opportunities for alternative/renewable/local energy generation or extraction, especially from renewable sources, supporting energy and water use efficiency/re-use initiatives and the protection/provision of major infrastructure.* |
| *3(j)* | *In the identification and securing of corridors for rail, road, pedestrian/cycling, water/wastewater, electricity, gas and telecommunications services, consideration always needs to be given to the needs of other services, with integrated **infrastructure corridors** developed whenever possible.* |
| *5(e)* | *Support and advocate for **regional and/or State-based initiatives** in relation to the following –<br>(iii) The protection and securing of **infrastructure corridors and sites for key infrastructure**, including buffer areas.* |

## 11.0 Implementation & Review

The strategy sets out the City of Busselton's vision and land use expectation as well as providing guidance on land use for the District for the next 15 years. The strategy map identifies areas where planning, investment and development of land and infrastructure are encouraged for

specific land use outcomes. Implementation of the strategy will progressively occur using various tools such as Local Planning Scheme 21, local planning policies and 'sector-based' strategies. It is important that the strategy remains relevant and is tracked against things such as projected and actual population growth. The first review is anticipated for approximately 5 years from final adoption.

In relation to **implementation and review** the following strategies are proposed -

| *Theme & Strategy No.* | Strategy |
|---|---|
| *5(a)* | *Develop an integrated **implementation and reporting framework**, with periodic updates being provided on progress in implementing the strategy, as well as providing information in regard to: rates of development and growth; land supply and demand; and other demographic, economic, social and environmental information.* |
| *5(b)* | *Undertake and/or support as appropriate **amendments to the local town planning scheme, and development and/or review of local planning policies**, to implement the local planning strategy and apply the Leeuwin-Naturaliste Ridge State Planning Policy, and have regard to the recommendations of the Local Planning Strategy, Local Commercial Planning Strategy, Local Tourism Planning Strategy, Local Cultural Planning Strategy and Local Environmental Planning Strategy (which constitute the 'sector-based strategies').* |
| *5(c)* | *Review the **Local Rural Planning Strategy and Local Tourism Planning Strategy as high priorities and review other sector-based strategies**, including considering whether there is an ongoing need for such strategies and/or whether such strategies are to be integrated into the overall local planning strategy. Review of these sector-based strategies is to be undertaken no later than the concurrent review of the scheme and this local planning strategy.* |

## Attachment A - Population Projections

The City of Busselton's current rate of population growth, as measured by the Australian Bureau of Statistics (ABS) Estimate Resident Population (ERP), was compared to the most recent 'WA Tomorrow 2015' (WAT15) population projections prepared by the Department of Planning.

As the City's current growth exceeded the highest projection from the WAT15 projections, the 'WA Tomorrow 2012' (WAT12) population projections were also compared and assessed against other local government and regional trends.

Rather than 'catching up' or 'slowing down' the rate of population growth in order to meet one of these projections, the City has adopted projections based on the midpoint between the two closest projections (WAT12 Bands A and B) and assumes these as an upper and lower range.

The City considers that it is reasonable to depart from the WAT 2015 projections on the basis of recently published population statistics (ERP) and the economic impetus provided by current public investments (Busselton Hospital, Foreshore, Airport and City Administration redevelopments) and various private commercial investments (eg. shopping centres).

### Projected Population (at 30 June)

| | Band B (WAT 12) | Band A (WAT 12) | Band E (WAT 15) | ERP (ABS) | City of Busselton |
|---|---|---|---|---|---|
| **2010** | 31900 | 29700 | - | 30664 | - |
| **2011** | 33100 | 30500 | 31520 | 31523 | - |
| **2012** | 34300 | 31400 | 32466 | 32928 | - |
| **2013** | 35600 | 32400 | 33412 | 34286 | - |
| **2014** | 36900 | 33500 | 34358 | 35562 | 35562 |
| ***2015*** | 38200 | 34700 | 35304 | - | 36796 |
| ***2016*** | 39500 | 35900 | 36250 | - | 38030 |
| ***2021*** | 46300 | 42100 | 41020 | - | 44200 |
| ***2026*** | 53100 | 48400 | 45620 | - | 50750 |
| ***2031*** | - | - | - | - | 57070 |
| ***2041*** | - | - | - | - | 72168 |
| ***2051*** | - | - | - | - | 91261 |

## Projected Population Growth Rates

| | Band B (WAT 12) | Band A (WAT 12) | ERP (ABS) | City of Busselton |
|---|---|---|---|---|
| *2009-14* | - | - | 3.70% p.a. | - |
| *2014-21* | 3.76% p.a. | 2.40% p.a. | - | 3.10% p.a. |
| *2021-26* | 2.78% p.a. | 2.83% p.a. | - | 2.80% p.a. |
| *[2015-26]* | 3.31% p.a. | 2.56% p.a. | - | 2.96% p.a. |
| *2026+* | - | - | - | 2.375% p.a. |

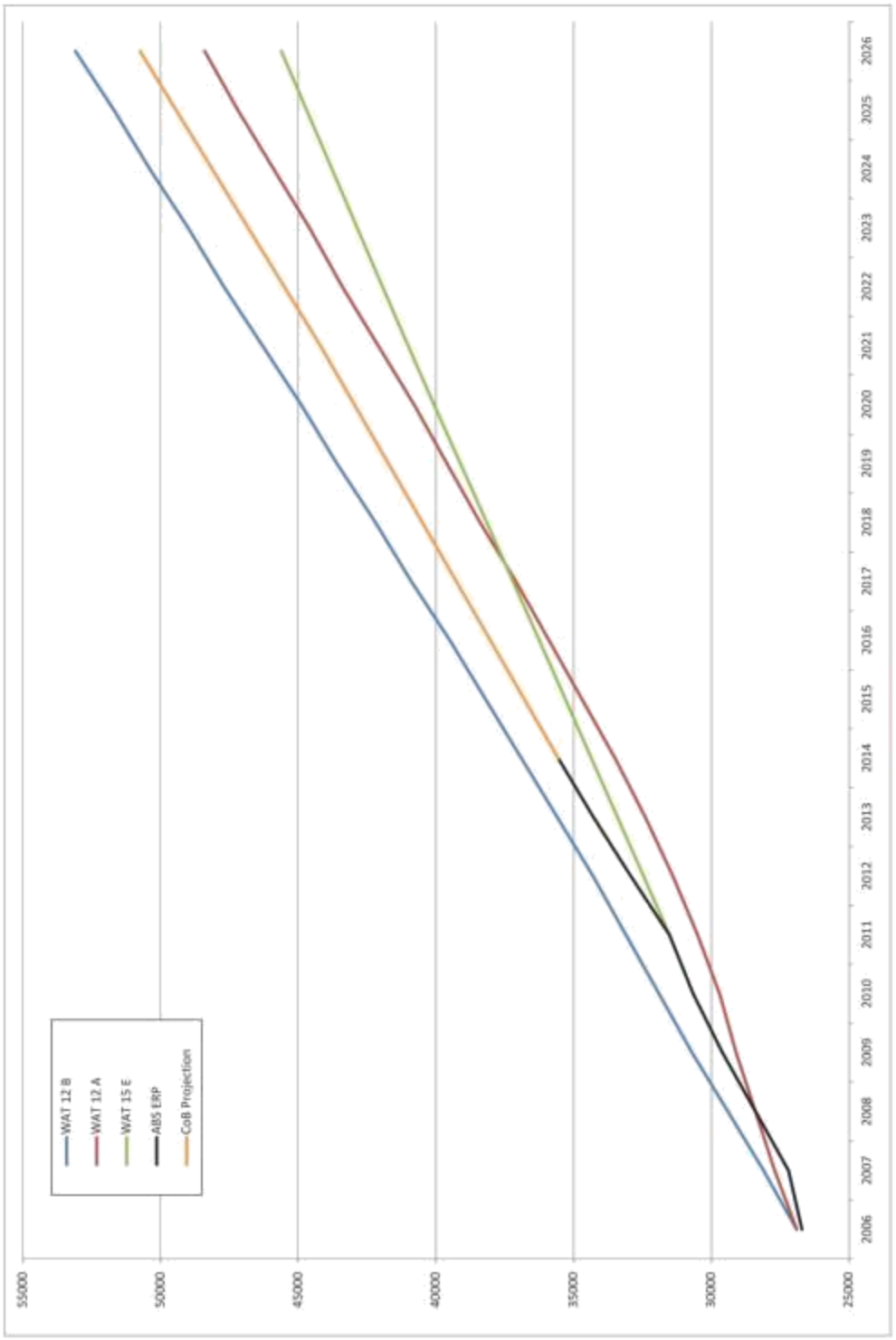
The City's population at 2014 was then divided between Busselton, Dunsborough and the surrounding rural district based on the percentages observed in the 2011 ABS Census. Thereafter, a slight trend towards urbanisation (-0.1% rural population p.a. until 2034) was assumed on the basis that a higher proportion of new housing will be provided within urban areas, in reflection of broader state and regional trends. Despite this, the population in the City's rural districts is expected to demonstrate growth rather than decline.

It is noted that the City's population experiences significant annual peaks associated with seasonal residency and high mobility (holiday homes, resident retirees, tourism and agricultural industries) as well as tourist visitation. This presents particular challenges in considering and providing for sufficient infrastructure and appropriate service delivery.

## City of Busselton Population Projections (at 30 June) – By Location

| | 2011 (Census) | 2014 (ERP) | 2015 (City) | 2016 | 2021 | 2026 | 2031 | 2036 | 2041 | 2051 |
|---|---|---|---|---|---|---|---|---|---|---|
| **Busselton** | 21,854 | 24,654 | 25,548 | 26,443 | 30,914 | 35,688 | 40,350 | 45,522 | 51,190 | 64,733 |
| **Dunsborough** | 6,799 | 7,670 | 7,948 | 8,227 | 9,618 | 11,103 | 12,553 | 14,162 | 15,926 | 20,139 |
| **Rural** | 2,870 | 3,238 | 3,299 | 3,361 | 3,669 | 3,959 | 4,166 | 4,492 | 5,052 | 6,388 |
| **DISTRICT** | 31,523 | 35,562 | 36,796 | 38,030 | 44,200 | 50,750 | 57,070 | 64,176 | 72,168 | 91,261 |

*Note: Busselton area includes the localities of Busselton, West Busselton, Geographe, Wonnerup, Reinscourt, Yalyalup, Bovell, Ambergate, Vasse, Broadwater, Abbey, Siesta Park, Marybrook & Kealy. Dunsborough area includes the localities of Dunsborough, Quindalup, Anniebrook, Eagle Bay, Naturaliste, Yallingup, Quedjinup & Yallingup Siding.*




Comparison of Population Projections

## Attachment B – Housing Supply Projections Methodology

A model of housing supply has been prepared based on the City's population projections provided at Attachment A.

### Occupancy

The number of additional houses required each year to provide for the City's population growth, according to location (Busselton, Dunsborough or rural district), was divided by the occupancy rate (the average number of persons per private dwelling). Occupancy rates were adjusted (to 2031) to reflect trends identified in ABS Census data between 2001 and 2011 (increasing in Dunsborough and decreasing in Busselton). By using calculations of occupancy rate, the City's housing supply projections therefore take account of existing and future vacant dwellings.

### Infill Development

Infill development within the established residential areas of Busselton was assumed to reach targets for 20% of new dwellings created to 2020, 25% to 2030 and 30% beyond 2031. Dunsborough was assumed to have a lower level of capability (due to the extent of established residential areas) to provide for infill development, with a target of 15% of new dwellings per year included in the City's housing projections. Infill targets – which were based on a broad level analysis of infill potential guided by the Local Planning Strategy and considering subdivision structure/ street layout, lot sizes and the age of housing stock – do not include the extension or completion of urban developments on existing zoned land which were otherwise identified (eg. completion of development under the Broadwater Structure Plan).

### Greenfields Development

New dwellings to be delivered through greenfields development on existing zoned land was identified using approved structure plans, development guide plans, detailed area plans and subdivision approvals, or in their absence according to the following method:

- Calculation of total land area (ha) from most recent aerial photography
- Estimated deductions for buffers and environmentally constrained areas to determine a developable area (ha)
- 30% deduction from developable area for roads, public open space, stormwater management etc
- Calculation of dwelling units per hectare based on a notional range of residential density codings

### Assumptions

The assumptions and estimates of residential development in this model depend upon a number of factors outside of the City's control and which are subject to change. This model, which represents one possible scenario, supports the recommendations of this Strategy rather than determining them. This model represents straight line trends while in reality demand and supply may be more constrained at certain points in time (for example, it is noted that the current supply of vacant lots is reducing). This model will therefore be amended by developer/

landowner intentions (some land supply will be delayed, other will be advanced forward) as well as broader social and economic factors.

Housing demand and supply was modelled by the City according to developments currently delivering lots continuing or commencing in 2015, with other developments commencing in later years according to the City's knowledge of developer intentions (timing, but not lot supply) or in the absence of this, an assumed lead in time. The City estimated timing for delivery which aimed to consider product continuance (eg. Yalyalup East follows Yalyalup) and represent a desirable scenario in terms of maximising locational choice. Housing supply within with City's rural districts is expected to occur as general infill development, however this supply is not expected to be significant and the modelled figure does not represent a determined need or target for provision (and using a less conservative estimate of urbanisation, this could be reduced).

It is noted that the delivery of vacant lots to the market should be assumed to precede the timeframes for housing supply by 1-2 years.

Housing Supply Projections - Busselton

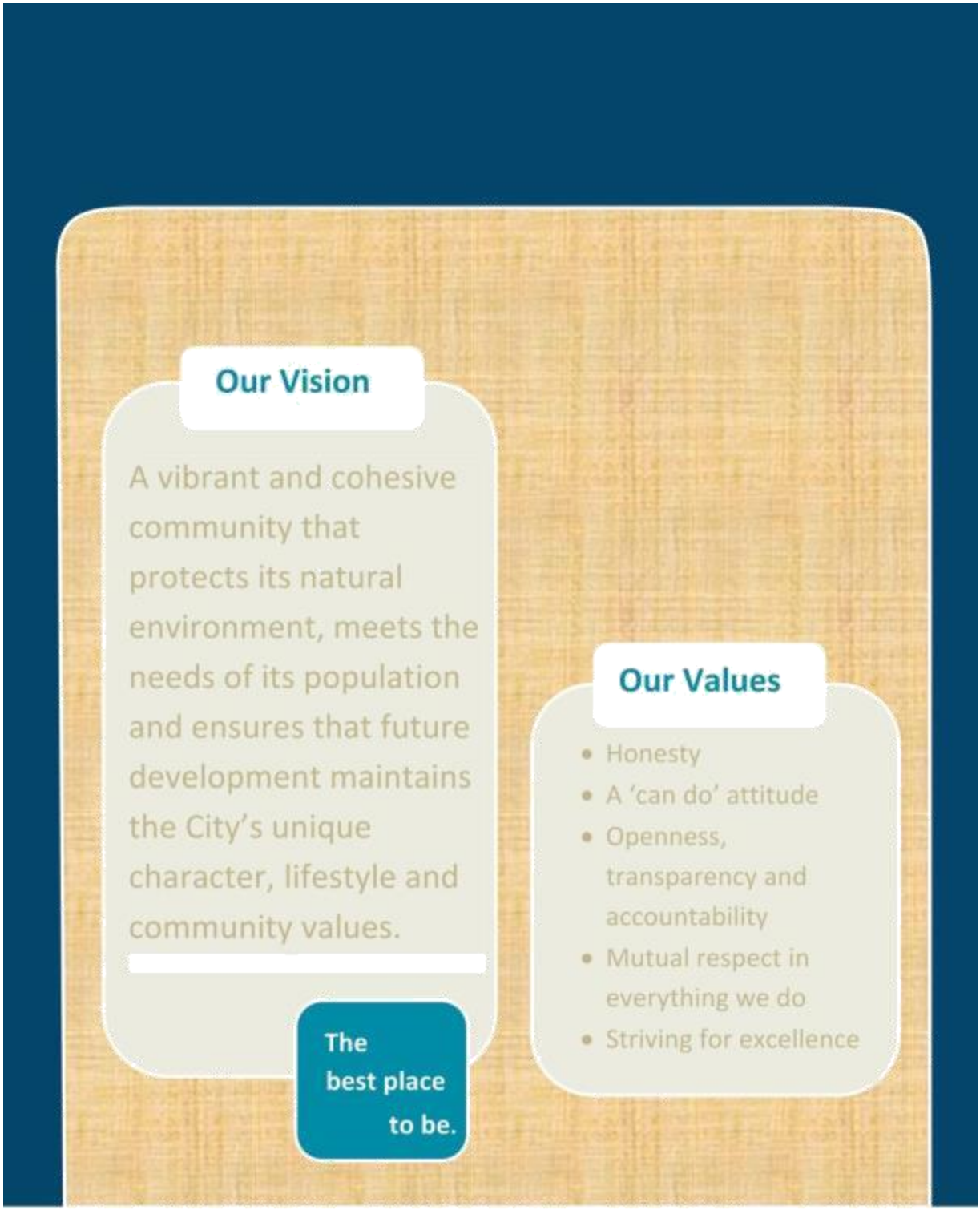
| | LOCATION | LOTS | 14/15 | 15/16 | 16/17 | 17/18 | 18/19 | 19/20 | 20/21 | 21/22 | 22/23 | 23/24 | 24/25 | 25/26 | 26/27 | 27/28 | 28/29 | 29/30 | 30/31 | 31/32 | 32/33 | 33/34 | 34/35 | 35/36 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Infill | Busselton Urban Area | 2896 | | | | | | | | | | | | | | | | | | | | | | |
| Existing Zoned Land | Peppermint Park | 133 | | | | | | | | | | | | | | | | | | | | | | |
| | Old Broadwater Farm | 203 | | | | | | | | | | | | | | | | | | | | | | |
| | Rendezvous Road | 157 | | | | | | | | | | | | | | | | | | | | | | |
| | Yalyalup | 1164 | | | | | | | | | | | | | | | | | | | | | | |
| | Sandilands | 176 | | | | | | | | | | | | | | | | | | | | | | |
| | Vasse | 1666 | | | | | | | | | | | | | | | | | | | | | | |
| | Broadwater | 305 | | | | | | | | | | | | | | | | | | | | | | |
| | Molloy Street | 128 | | | | | | | | | | | | | | | | | | | | | | |
| | Port Geographe | 660 | | | | | | | | | | | | | | | | | | | | | | |
| | Ambergate North (zoned) | 1256 | | | | | | | | | | | | | | | | | | | | | | |
| Planned/ Proposed Urban Areas | Yalyalup East | 460 | | | | | | | | | | | | | | | | | | | | | | |
| | Bovell | 3426 | | | | | | | | | | | | | | | | | | | | | | |
| | Ambergate North (remainder) | 3919 | | | | | | | | | | | | | | | | | | | | | | |
| | TOTAL | 11508 | | Short Term (0-5 years) | | | | | Medium Term (5-10 years) | | | | | | | | | | Long Term (10 years+) | | | | | |

Housing Supply Projections – Dunsborough

| | LOCATION | LOTS | 14/15 | 15/16 | 16/17 | 17/18 | 18/19 | 19/20 | 20/21 | 21/22 | 22/23 | 23/24 | 24/25 | 25/26 | 26/27 | 27/28 | 28/29 | 29/30 | 30/31 | 31/32 | 32/33 | 33/34 | 34/35 | 35/36 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Infill | Dunsborough Urban Area | 500 | | | | | | | | | | | | | | | | | | | | | | |
| Existing Zoned Land | Naturaliste Heights | 18 | | | | | | | | | | | | | | | | | | | | | | |
| | Capecare (Armstrong) | 60 | | | | | | | | | | | | | | | | | | | | | | |
| | Commonage | 194 | | | | | | | | | | | | | | | | | | | | | | |
| | Dunsborough Lakes | 742 | | | | | | | | | | | | | | | | | | | | | | |
| | Cape Rise | 278 | | | | | | | | | | | | | | | | | | | | | | |
| | TOTAL | 1792 | | Short Term (0-5 years) | | | | | Medium Term (5-10 years) | | | | | | | | | | Long Term (10 years+) | | | | | |

Housing Supply Projections – Rural District

| | LOCATION | LOTS | 14/15 | 15/16 | 16/17 | 17/18 | 18/19 | 19/20 | 20/21 | 21/22 | 22/23 | 23/24 | 24/25 | 25/26 | 26/27 | 27/28 | 28/29 | 29/30 | 30/31 | 31/32 | 32/33 | 33/34 | 34/35 | 35/36 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Infill | Rural Areas | 116 | | | | | | | | | | | | | | | | | | | | | | |
| Rural | Carbunup River | 227 | | | | | | | | | | | | | | | | | | | | | | |
| | Metricup | 227 | | | | | | | | | | | | | | | | | | | | | | |
| | TOTAL | 570 | | Short Term (0-5 years) | | | | | Medium Term (5-10 years) | | | | | | | | | | Long Term (10 years+) | | | | | |




City of Busselton
Geographe Bay

Telephone: (08) 9781 0444
Facsimile: (08) 9752 4958
2 Southern Drive, Busselton
Locked Bag 1, Busselton WA 6280
city@busselton.wa.gov.au
www.busselton.wa.gov.au

Western Australian Planning Commission

Our ref : DP/12/00336/2
Enquiries : Neil Fraser

Chief Executive
Shire of Busselton
Locked Bag No. 1
BUSSELTON WA 6280

Dear Sir,

**CITY OF BUSSELTON LOCAL PLANNING STRATEGY**

I refer to the abovementioned matter and advise that the Western Australian Planning Commission at its meeting of 18 November resolved to:

1. Certify that the local planning strategy (submitted on 28th August 2015) is consistent with regulation 11 (2) of the Planning and Development (Local Planning Schemes) Regulations subject to the modifications outlined in the Schedule of Modifications and as amended by point 2 below, being undertaken prior to advertising, and is to be advertised for not less than 21 days.

2. Modify the Schedule of Modifications referred to in point 1 and the associated 'track changes', as appropriate, to:

   i) Modify 'Quindalup South' Area 16 within Table 2 'Urban Growth Area Framework', as per the attached track changes;

   ii) Include the Dunsborough Light Industrial Area within Table 4 'Industrial/Service Commercial Framework', as per the attached track changes;

   iii) Further reword clause 10.2 d)ii to ensure that both local and State infrastructure is addressed in consultation with all relevant stakeholders and that the infrastructure framework is to the satisfaction of the Western Australian Commission;

   iv) In the comment to Table 3, replace "Table needs another column which establishes" with "Table needs to establish", to provide greater flexibility in how this change can be implemented; and

   v) Further reword clause 9.2 i) to ensure that it clearly applies to maintaining the separation of all settlements in the City, whilst also retaining the requirement to incorporate the Leeuwin Naturaliste Ridge Statement of Planning Policy's 'Wetland Amenity Area'.

South West Office, Sixth Floor, Bunbury Tower, 61 Victoria Street, Bunbury, Western Australia 6230
Tel: (08) 9791 0577; Fax: (08) 9791 0578; TTY: (08) 9264 7535; Infoline: 1800 626 477
e-mail: corporate@planning.wa.gov.au; web address: http://www.planning.wa.gov.au
ABN 35 482 341 493

Western Australian Planning Commission

To assist the City, attached is a 'Schedule of Modifications' and associated 'track changes' which have been modified to reflect the above resolution. Please note that further discussion with the Department of Planning concerning the exact wording of the changes to Table 3, clause 10.2 d)ii and clause 9.2i) will be required prior to advertising.

If you have any queries please contact Mr Neil Fraser at this office.

Yours Sincerely

for **TIM HILLYARD**
**SECRETARY**
**WESTERN AUSTRALIAN PLANNING COMMISSION**

25 November 2015

Attach. - Schedule of Modifications and Track Changes

## SCHEDULE OF MODIFICATIONS
## CITY OF BUSSELTON LOCAL PLANNING STRATEGY

| No | Modification | Reason |
|---|---|---|
| 1 | Delete Urban Growth Area 11 'Abbey South' from the text and maps. | Inconsistent with the LNRSPP, the existing planning framework, and the reasons specified in the Minister's decision in relation to Amendment 176 to Scheme No. 20 pertaining to the subject land. |
| 2 | Delete Urban Growth Area 13 'Vasse South' from the text and maps. | Inconsistent with the LNRSPP in that the Area would provide for a population and scale of development at Vasse that is significantly greater than that envisaged by its 'Village' classification in LNRSPP and the endorsed structure plan.<br>The appropriates of further urban expansion of Vasse is to be considered via a comprehensive evaluation of the LNRSPP's settlement hierarchy through the proposed Leeuwin-Naturaliste Sub-Regional Strategy (LNSS), which in turn will inform any required changes to the LNRSPP. |
| 3 | Modify the text relating to Urban Growth Area 12 'Vasse East' to provide for future urban growth to be considered through the preparation of the Leeuwin-Naturaliste Sub-Regional Strategy. | Area 12 seeks to provide for the urban extension of Vasse (rather than the existing rural residential opportunities), which would result in a population and scale of development that is significantly greater than that envisaged by its 'Village' classification in LNRSPP and the endorsed structure plan. The merits of any expansion are to be evaluated through the LNSS.<br>The retention of this Area is proposed so that the LNSS, and possible (subject to review) extension of Vasse, will not be prejudiced by the existing rural residential development opportunities. |
| 4 | Modify 'Quindalup South' Area 16 within Table 2 'Urban Growth Area Framework', as per the attached track changes<br><br>Map Modifications:<br>Replace existing 'urban area' (Area 16) with an indicative symbol (i.e. star/arrows) to show broad locality to be investigated. | Inconsistent with the LNRSPP in that the Area would provide for urban development which is outside of the 'Development Investigation Area' (DIA) identified for Dunsborough in the LNRSPP.<br>The appropriates of further urban expansion at Dunsborough is to be considered via a comprehensive evaluation of the LNRSPP's settlement hierarchy and Dunsborough DIA through the proposed LNSS), which in turn will inform any required changes to the LNRSPP. |
| 5 | Delete the 'Bunker Bay Tourism Node' and associated text in Table 1. | The lack of analysis and specific direction in the LPS to guide the scale, form and location of the proposed development.<br><br>Proposes development that is *'more* |

| | | |
|---|---|---|
| | | *significant than the LNRSPP'* which is contrary to regulation 11(2)(b), which requires the LPS to apply all relevant SPPs (i.e. the LNRSPP)<br><br>The 'Farmbreak' site is outside the LNRSPP's Bunker Bay 'Tourist Node', and therefore should not be considered for intensive tourist accommodation, as proposed.<br><br>The proposed development would facilitate a population that is greater than that envisaged by the 'Tourist Node' classification in the LNRSPP.<br><br>Proposes unrestricted length of stay which is inconsistent with the limits specified in the local planning scheme.<br><br>Is likely to result in a scale and form of development that would adversely impact upon the landscape and rural character values of the site.<br><br>Improved access to Bunker Bay can be secured through the existing development opportunities provided by the LNRSPP.<br><br>There are sufficient large tourist zoned sites in the region to accommodate very 'high-end' tourist development (e.g. Smith's Beach, Gnarabup), and numerous opportunities for smaller boutique 'low-impact tourist developments'. |
| 5 | Remove reference in 6.2 f) to the possible relocation of the Ridgelands rural residential area. See the attached 'track changes' attached. | Inconsistent with the LNRSPP, which specifically identifies the 'Ridgelands' rural residential area, and the proposed relocation of development to Eagle Bay or Dunsborough is not provided for. |
| 6 | Distinguish between the long term vision of LPS and the short-medium term implementation component (i.e. to inform rezonings). Refer to various modifications in the attached 'track changes'. | LPS needs to clearly identify what are the medium term, implementable planning outcomes (i.e. The LPS should plan for growth over a 10-15 year time frame) and what are more long term visions for growth (i.e. 25+ years). |
| 7 | Modify the LPS to ensure that it does not override the LNRSPP.<br><br>Modify the LPS to foreshadow that amendments will be made to the scheme to | Ensures that the LNRSPP is applied pursuant to regulation 11(2)(b) of the 'Planning and Development (Local Planning Schemes) Regulations 2015'. |

| | | |
|---|---|---|
| | ensure consistency with the LNRSPP. Refer to attached track changes at 10.1 b) and 10.2 b).<br><br>Refer to various modifications in the attached 'track changes'. | |
| **8** | Remove the existing 'physical separation line' on the map and replace with a 'Wetland Amenity Area' consistent with the LNRSPP. Modify the text at 9.2 i) accordingly - refer to 'track changes'. | Ensures consistency with the LNRSPP and avoids any uncertainty. |
| **9** | Modify the LPS to require it's review and inclusion of relevant 'sector based strategies', concurrently with the review of the scheme. Refer to attached 'track changes' at 10.2 c). | Ensures consistency with the process established by the 'Planning and Development (Local Planning Schemes) Regulations 2015'.<br>Ensures that a consolidated LPS is provided in a timely manner. |
| **10** | Reword 7.2 f) & g) to:<br>i) provide that 'Unrestricted Length of Stay' (ULS) and the amount that can be considered shall be guided by the City's 'Local Tourism Planning Strategy' and the WAPCs Planning Bulletin.<br><br>ii) provide greater clarity as to the extent of the mentioned 'urban areas', given that it is inappropriate to provide for increased opportunities for ULS in some 'urban' areas, such as Bunker Bay, Smiths Beach, Yallingup. | The LPS currently does not provide any guidance as to the exact location or criteria to determine the amount of ULS.<br><br>LPS makes reference to having regard to the City's 'Local Tourism Planning Strategy' and therefore specific reference to this strategy needs to be included, in the absence of alternative analysis and policy direction for specific tourist sites. |
| **11** | Modify 9.2 j) to expand the matters to be addressed when considering visual impacts (e.g. public vantage points/lookouts, travel route corridors). Refer to attached 'track changes'. | Provides opportunity to consider key public viewing locations and provides a link to visual impact assessments, policies and travel route corridors that are specified in the LNRSPP. |
| **12** | Modify Table 3 'Activity Centre Framework' and 7.2 c) by:<br><br>i) modify Table 3 to ensure the 'approximate maximum potential' commercial size for each centre is based on a 10-15 year forecast period; and<br><br>ii) include a requirement in Table 3 and 7.2 c) for an 'Activity Centre Plan' and 'Retail Sustainability Assessment' to be provided with any major retail development.<br><br>iii) Clarify in Table 3 that size relates to square metres.<br>Refer to attached 'track changes'. | i) The current figures give the impression that the total floorspace could be delivered within the short to medium term (i.e. life of the strategy, 10-15 years) which is potentially misleading and could lead to floorspace growth which is significantly out of step with population growth.<br><br>Ensures detailed planning and assessment is undertaken in support of major retail expansion/growth.<br><br>Ensures sustainable retail growth across centres commensurate with population growth and retail catchments. |
| **13** | Provide the LPS document also in a booklet format (including Part A - 'LPS Text & Map' & Part B - 'Explanatory Report') | Improves readability and usability. As proposed broadsheet text is too small to be easily read and is not accompanied by the explanatory text.<br>(NB The WAPC is prepared to also endorse a broadsheet version of the LPS). |

| | | |
|---|---|---|
| **14** | Minor modifications as set out in the 'tracked changed' version of the LPS. (Attachment A) | Addresses various typographical, grammatical and other minor irregularities and wording corrections. |
| **15** | Undertake consequential modifications to the 'Strategy Report' to reflect the above modifications. | Ensures consistency between the LPS and associated report. |

# CITY OF BUSSELTON LOCAL PLANNING STRATEGY TEXT

## 1.0 Vision

A local planning strategy that supports the ongoing development of a vibrant and cohesive community that protects its natural environment, meets the needs of its population and ensures that future development maintains the City's unique character, lifestyle and community values.

## 2.0 Purpose

The purpose of this local planning strategy is to: set out the long-term (30 years-plus) planning direction for the District of the City of Busselton; and provide an over-arching, strategic rationale for decisions related to the planning and development of the District, especially decisions related to the progressive review and amendment of our local planning scheme (which sets out the primary legal planning controls that relate to land in the District at any given point in time). The strategy will be subject of comprehensive review every 5-10 years. The strategy has been adopted by the City of Busselton and Western Australian Planning Commission as a local planning strategy pursuant to the *Town Planning Regulations 1967*.

## 3.0 Planning Framework Context

This strategy needs to be read and understood as part of a broader planning framework, which includes not only our local planning scheme, but also: State and regional-level planning legislation, strategies and policies; sector-based strategies (such as the *Local Rural Planning Strategy*), area-based strategies (such as the *Busselton Wetlands Conservation Strategy*) or issue-based strategies (such as the *Biodiversity Incentives Strategy*) that may be developed from time to time; structure plans (including Development Guide, Local Area and similar plans); and local planning policies. Planning and development direction and decisions are also influenced by: the City's organisational plans (such as our current *Strategic Community Plan*); and State and Commonwealth-level environment, development, infrastructure and other relevant laws, strategies, policies and guidelines. Other than in the case of State Planning Policies adopted after the date of adoption of the strategy by the Western Australian Planning Commission, to the extent of any inconsistency and where legal discretion exists, the strategy prevails over all other parts of the planning framework. This strategy also supersedes and replaces the *Busselton Urban Growth Strategy* (1999) and *Dunsborough Structure Plan* (1992).

## 4.0 Format

This strategy consists of a series of (written) strategy statements and the associated map organised around five identified 'planning themes' (*Theme 1: Settlement and community; Theme 2: Activity centres and economy; Theme 3: Transport and infrastructure; Theme 4: Environment and landscape; Theme 5: Implementation and review*). The whole of the strategy is produced as a single, A0 sheet, and no other documents form part of the strategy.

## 5.0 Theme 1: Settlement and community

### *5.1 Theme 1 objectives*

a) The continued growth as the principal settlements in the District of the Busselton-Vasse Urban Area as a regional centre and the Dunsborough Urban Area as a major town through: the redevelopment and consolidation of the

existing urban areas; and through the identification of suitable areas for planned, progressive expansion of those settlements.

b) The planned expansion and creation of smaller settlements where supported by this strategy.

c) The creation of compact, liveable and sustainable settlements that provide their residents with housing and lifestyle choice and affordability, a high quality of life and convenient access to high quality employment and services.

d) Expansion and improvement of community facilities to meet the needs of a growing and increasingly diverse population.

### *5.2 Theme 1 strategies*

a) Establish a **settlement framework** as illustrated on the map and in **Table 1.**

b) Plan to accommodate **population growth**, urban expansion and urban consolidation within the established settlement framework to allow the population of the District to reach approximately 100,000 people by 2050.

c) Establish an **urban growth area framework** as illustrated on the map and in **Table 2.**

d) Support and pro-actively plan for **urban expansion** of both the Busselton-Vasse Urban Area and the Dunsborough Urban Area within the established urban growth area framework, including via: the identification of urban growth areas for both the medium term (15+ years) and long term (30+ years) (noting current urban growth areas are mostly already identified and zoned in the City's local planning scheme); encouraging the timely commencement of rezoning/structure planning processes for medium term urban growth areas to ensure continuity of land/housing supply and diversity (with immediate consideration given to commencing those processes for medium term growth areas marked with an asterisk in Table 1, with commencement of those processes considered for other areas after 2020 - commencement of those processes for long term urban growth areas, though, is not supported).

e) Support and pro-actively plan for **urban consolidation and redevelopment** (including through increases in permissible residential density) in existing urban areas, especially in areas close to the Busselton City Centre, Dunsborough Town Centre and other activity centres identified in the activity centre framework. Support other proposals for redevelopment/consolidation (including through increases in permissible residential density) in existing urban areas, or for increases in planned development density in urban growth areas, especially in close proximity to activity centre or other high amenity areas, such as in coastal locations, adjacent to open space, or which are close to significant community facilities.

f) Support and pro-actively plan to identify suitable areas for **re-subdivision/consolidation of existing rural-residential development** in both the Commonage and Dunbarton rural residential areas, as well supporting the

relocation and consolidation of the planned Ridgelands rural residential area into less environmentally sensitive areas, possibly in closer proximity to the Dunsborough Urban Area and/or Eagle Bay.

g) Generally, but especially in urban growth areas, plan for **housing choice, diversity and ageing in place**, with a mix of housing types and lot sizes, with higher densities in proximity to activity centres and open space areas, and with identification of land for aged and dependent persons' housing and care facilities in proximity to activity centres in all urban growth areas.

h) Support **housing affordability** through supporting urban expansion and urban consolidation, supporting housing choice and diversity, as well as encouraging public, community and other alternative forms of housing delivery.

i) Support and pro-actively plan for the development of **new and improved community facilities** to meet the needs of a growing and increasingly diverse population and ensure that the identification of land for community facilities (including educational, medical, community, cultural and recreation facilities) is considered in the planning of all urban growth areas.

j) Identify and pro-actively plan for **significant community facilities locations**, including as illustrated on the maps (including educational, community, cultural and recreational facilities), but consider other potential locations on their merits, and support strategic land assembly and integrated planning to support the delivery of facilities.

k) Ensure that both infill and new urban development that will generate a demand for improved community facilities and other infrastructure contributes towards meeting those demands through appropriate **developer contributions**.

l) Identify locations for the following **significant community facilities** (*denotes facilities where planned or potential locations are illustrated on the maps) –

- Public high schools in Ambergate North and Dunsborough*
- Additional/consolidated major outdoor recreation/ovals sites in Busselton and Dunsborough*
- 'Noisy sports' (mostly firearms and motor sport related)
- Performing arts centre
- Replacement/additional/expanded indoor recreational facilities in both Busselton and Dunsborough
- Tertiary education (university and trade/technical)
- Private education
- Private hospital
- Aged care facilities
- Youth and child-care facilities

- Places for religious worship or cultural purposes
- Coastal and marine facilities
- Recreational walking, cycling and bridle trails

***Note:*** *Potential significant community facilities locations in long-term urban growth areas have not been identified, but will be required. Also note that existing and potential primary school sites have not been identified, but will be required (but are effectively planned for as part of more detailed planning processes and does not need to be specifically amended as part of this strategy). Also note that most physically smaller community facilities that take up less space have not been identified but will need to be considered as part of more detailed planning processes.*

m) The detailed **location and boundaries of settlements, urban growth areas, areas for consolidation and locations for significant community facilities** is subject of further detailed planning and where justified on planning grounds minor variations may be supported.

n) **Do not support** the following –

i. Unplanned new settlements or urban growth areas, including through creation of new settlements not identified in the established settlement framework or new urban growth areas not identified in the urban growth area framework;

ii. The rezoning of any further land for rural-residential development; or

iii. Planning proposals that would significantly compromise the capacity of land to accommodate planned growth as set out in this strategy.

## 6.0 Theme 2: Activity centres and economy

### *6.1 Theme 2 objectives*

a) Build and maintain economic prosperity and security.
b) Plan to support strong employment growth, and economic development and diversification.
c) Transitioning towards a less resource- and carbon-intensive economy that is not dependent on continued demographic growth for economic sustainability.
d) The continued growth of the Busselton City Centre and Dunsborough Town Centre as the main centres of the economic, social and cultural life of the District.
e) Development of new activity centres in urban growth areas and limited expansion of existing smaller centres to ensure access to services at a local level and build neighbourhood identity.
f) Identification of land for commercial, industrial, tourism and agricultural purposes.

### *6.2 Theme 2 strategies*

a) Support and pro-actively plan for **employment growth and economic development** to support a growing population within established activity centre and industrial/service commercial area frameworks, and through: ensuring that sufficient land is identified at a strategic level; working pro-actively to ensure land is available for development when required; and identifying and pro-

actively planning for emerging opportunities and needs for employment growth and economic development.

b) Establish an **activity centre framework** as illustrated on the map and in **Table 3**.

c) Support and pro-actively plan for **activity centre development** as set out in the established activity centre framework, with activity centres, including new activity centres and significant expansions of existing activity centres, to be developed as centres of the social and cultural life of their communities and not just as shopping centres. All new activity and significant expansions of existing activity centres shall be developed along predominantly 'main-street' lines, with activated public streets and high levels of pedestrian amenity, and with a mix of public spaces (parks and piazzas), shop, office, café/restaurant/bar/entertainment, tourism and community uses. Opportunities for delivery of medium or high density housing and tourist accommodation within and around all activity centres shall be pro-actively planned for.

b)

d) **Significant office development** should predominantly be located within or adjacent to the Busselton City Centre, Dunsborough Town Centre or Ambergate North Town Centre.

e) Support the **development of new tourism accommodation** by allowing development of tourism accommodation in appropriate urban areas and other settlements.

f) To facilitate re-investment and the progressive updating of accommodation product, consider permitting significant **unrestricted length of stay components for new development on Tourism zoned land within urban areas** and other settlements where a net tourism benefit can be demonstrated.

g) Continue to support low-key, small-scale **tourism accommodation in rural areas**, but do not permit any further strata title subdivision of tourism accommodation or unrestricted length of stay component outside urban areas and other settlements.

h) Establish an **industrial/service commercial area framework** as illustrated on the map and in **Table 4**.

i) Support and pro-actively plan for **industrial/service commercial area development** in both the Busselton-Vasse Urban Area and the Dunsborough Urban Area within the established industrial/service commercial area framework, including via: the identification of new industrial/service commercial areas for both the medium term (10+ years) and long term (25+ years) (noting that current industrial/service commercial areas are already identified and zoned in the City's local planning scheme); and encouraging the timely commencement of rezoning/structure planning processes for medium term industrial/service commercial areas to ensure continuity of

industrial/service commercial land supply and diversity (but not supporting commencement of those processes for long term industrial/service commercial areas at least until this strategy has been reviewed).

j) Support and protect **agriculture** by: retaining land in rural areas primarily for agricultural purposes; avoiding the further fragmentation of land in rural areas other than where specifically supported; and keeping settlements compact and contained.

k) Protect **basic raw materials and mineral and energy resources** and support their extraction where it is consistent with environmental protection and amenity, and contributes towards local and regional economies, in particular by: managing land-use in the vicinity of those resources; avoiding the further fragmentation of land in rural areas other than where specifically supported; and keeping settlements compact and contained.

l) Support the appropriate **diversification of agricultural industry and land-uses in rural areas**, including appropriate non-agricultural land-uses.

m) Ensure that the identification of land for activity centres, tourism and industrial/service commercial areas is considered in the planning of all **urban growth areas**.

n) The detailed **location and boundaries of activity centres, and industrial/service commercial areas** is subject of further detailed planning and where justified on planning grounds minor variations may be supported.

o) **Do not support** i) unplanned new or expansion of existing activity centres not identified in the established activity centre framework, **ii)** industrial/service commercial areas not identified in the established activity centre and industrial/service commercial frameworks, iii) allow significant shop retail or office uses to locate outside activity centres, or iv) planning proposals that would significantly compromise the capacity of land to accommodate growth as set out in this strategy.

## *7.0 Theme 3: Transport and infrastructure*

### *7.1 Theme 3 objectives*

a) Timely and appropriate development of transport and other infrastructure to meet the needs of a growing and diversifying population and economy.

b) An integrated approach to infrastructure and urban development.

c) Supporting and encouraging public and non-motorised form of transport and alternative/renewable forms of energy.

### *7.2 Theme 3 strategies*

a) Development of the **Regional Airport** as the principal airport for South West WA, in particular through: regulating nearby land-use and development to minimise the risk of future land-use conflict; supporting development of

complementary land-uses and development; and planning for efficient inter-modal passenger and freight transport.

b) Identify and secure land corridors to accommodate future development of **high-speed passenger rail** linking Busselton and Dunsborough with Perth, Bunbury and Margaret River.

c) Identify and secure land corridors to accommodate future development of **freight rail** linking the Regional Airport and Industrial Precinct with Bunbury Port and the national freight rail network.

d) Identify and secure land corridors to accommodate **light-rail or high-performance bus services** linking the Busselton City Centre, Dunsborough Town Centre, Regional Airport and other key activity nodes.

e) Progressively improve **other local public transport services and pedestrian/cycling routes** within and between the Busselton-Vasse Urban Area and Dunsborough Area.

f) Identify and secure land corridors as necessary for, and progressively implement, the upgrading of the **regional and strategic local road networks**, including through the: upgrading of the Busselton Bypass to four lanes/dual-carriageway for its entire length; development of the Vasse Bypass and Vasse-Dunsborough Link; development of the Busselton Outer Bypass, ultimately to 'freeway-standard'; the upgrading of Bussell Highway east of Busselton to 'freeway-standard'; the progressive upgrading of Bussell Highway south of Busselton; the progressive upgrading of Vasse Highway and Sues Road; development of at least one additional link between Layman Road/Peel Terrace and Bussell Highway to the east of Causeway Road (such as development of Ford Road and/or a Cammilleri-Causeway link); progressively upgrading existing north-south links between Busselton Bypass and Bussell Highway/Busselton City Centre; creation of efficient links between Busselton Bypass and the future Busselton Outer Bypass; creation of an efficient east-west local road route running parallel to the Busselton Bypass and future Busselton Outer Bypass; progressive upgrading of Chapman Hill Road; creation of new or upgrading of existing routes to reduce future traffic congestion in and through the Dunsborough Urban Area, especially along Caves Road (which could involve new/upgraded routes to the south and west of the urban area).

g) Progressive upgrading of **wastewater treatment** facilities, delivery of infill sewer, providing for wastewater recycling and regulating land-use to minimise the risk of future land-use conflict around facilities.

h) Develop and implement **waste management** strategies, with a strong emphasis on waste minimisation and recycling, together with the identification and securing of waste disposal sites.

i) Progressive upgrading of **telecommunications and reticulated water,electricity and reticulated gas services**, together with identifying and supporting appropriate opportunities for alternative/renewable/local energy generation or

extraction, especially from renewable sources, as well as supporting energy and water use efficiency/re-use initiatives.

j) In the identification and securing of corridors for rail, road, pedestrian/cycling, water/wastewater, electricity, gas and telecommunications services, consideration always need to be given to the needs of other services, with integrated **infrastructure corridors** developed whenever possible.

## *8.0 Theme 4: Environment and landscape*

### *8.1 Theme 4 objectives*

a) Protect and enhance the natural environment and biodiversity of the District.

b) Manage environmental risks such as flooding, bush fire and coastal erosion.

c) Preserve and enhance the natural, rural and urban landscapes of the District.

### *8.2 Theme 4 strategies*

a) Protect and enhance the habitat of **native fauna, native vegetation and wetlands** as part of the planning and development of the District.

b) Identify and secure **ecological corridors** as part of the planning and development of the District.

c) Support the rationalisation and expansion of the **reservation and management of land along the coast and adjacent to waterways**, especially around the Vasse River, Vasse-Wonnerup Estuary, New River, Broadwater, Toby Inlet and linking wetlands.

d) Support the long-term survival of the District's **Western Ringtail Possum** population, especially the population within urban areas.

e) Support and implement initiatives to maintain and improve **water quality** in Geographe Bay, the Vasse-Wonnerup Estuary, Toby Inlet, Lower Vasse River, Vasse Diversion Drain and other waterways in the District.

f) Develop a comprehensive, long-term approach to address issues related to **coastal erosion and coastal flooding** risk.

g) Ensure that new and existing urban areas, other development and infrastructure are adequately protected from **inland flooding** risk.

h) Ensure that management of **bush fire** risk is a central consideration in planning and development decisions.

i) Maintain the **physical separateness and unique identities of settlements**, and in particular do not allow intensification of zoning in the areas between the Busselton-Vasse and Dunsborough Urban Areas, or in proximity to the Broadwater between Vasse and Abbey.

j) Protect and enhance the **visual character** of the District by avoiding the further commercialisation of land-use and development visible from the regional and strategic local road networks, as well as providing wherever possible for

significant, screening landscaped buffers where development is being undertaken in locations visible from these roads.

k) Generally maintain existing **building height** controls, but consider allowing taller buildings to be built in and around the Busselton City Centre, Dunsborough Town Centre and 'Tourist' zoned sites in urban areas, including the Busselton Resort Strip, Dunsborough Resort Strip and at Port Geographe.

## *9.0 Theme 5: Implementation and review*

### *9.1 Theme 5 objectives*

a) Support the achievement of the objectives and strategies set out for Themes 1-4.

b) Support the prioritisation and resourcing of future planning work undertaken by the City, State Government and landowners/developers.

### *9.2 Theme 5 strategies*

a) Develop an integrated **implementation and reporting framework**, with periodic updates being provided on progress in implementing the strategy, as well as providing information in regard to: rates of development and growth; land supply and demand; and other demographic, economic, social and environmental information.

b) Undertake and/or support as appropriate **amendments to the town planning scheme, and development and/or review of local planning policies**, to implement the strategies set out above, as well as, other than where they are inconsistent with the strategies set out above, the recommendations of the *Local Rural Planning Strategy, Local Commercial Planning Strategy, Local Tourism Planning Strategy, Local Cultural Planning Strategy* and *Local Environmental Planning Strategy* (which constitute the 'sector-based strategies').

c) Review the ***Local Rural Planning Strategy*** **and** ***Local Tourism Planning Strategy*** **as high priorities and review other sector-based strategies** (including considering whether there is an ongoing need for such strategies and/or whether such strategies could be integrated into the overall local planning strategy) prior to undertaking a **review of this strategy** (which should commence approximately 5 years from final adoption).

d) **Develop and implement integrated plans** within 5 years of adoption of the strategy as follows –

i. Structure plans to guide **planning and development for the** –

- Dunsborough Urban Area;
- Regional Airport/Industrial Precinct – buffer, freight rail, ??????, strategy, local road network, OLS; and

- Commonage (i.e. review existing structure plan) and Dunbarton rural-residential areas;

ii. A **community facilities framework** (including educational, community, cultural and recreational facilities) to guide locational decisions and strategic planning relating to those facilities by local, State and Commonwealth governments, as well as the private sector.

iii. A comprehensive, long-term coastal adaptation strategy to address issues related to **coastal erosion and coastal flooding** risk, which is reflected in an integrated way in the local planning scheme, as well as the City's infrastructure and financial planning, and which will protect urban areas from coastal flooding and coastal erosion, or provide for managed retreat from vulnerable areas; and

iv. A **Western Ringtail Possum** habitat protection strategy, which provides for the long-term protection and enhancement of habitat, whilst also supporting the consolidation and expansion of urban development.

e) Support and advocate for **regional and/or State-based initiatives** in relation to the following –

i. The protection and management of **basic raw materials and mineral and energy resources;**

ii. The securing of **ecological corridors and regional open space**; and

iii. The protection and securing of **infrastructure corridors and sites for key infrastructure**, including buffer areas.

**TABLE 1: SETTLEMENT FRAMEWORK**

| Settlement type | Settlement (planned/undeveloped settlements in *italics*) | Approximate current population | Approximate maximum population/ development potential |
|---|---|---|---|
| Regional Centre | Busselton-Vasse Urban Area | 25,000 | 75,000+ |
| Major Town | Dunsborough Urban Area | 5,000 | 15,000+ |
| Village | Eagle Bay | 100 (peak population approx. 500) | No significant development potential |
| Village | Yallingup | 150 (peak population approx. 500) | No significant development potential |
| Village | Carbunup River | Less than 50 | 500 |
| Village | Jarrahwood | Less than 50 | No significant development potential |
| *Village* | *Metricup* | *Nil* | *500* |
| Tourism node | Smiths Beach | Minimal | As per existing DGP |
| Tourism node | Bunker Bay | Minimal | Potential expansion into 'Farmbreak' site to be considered for relatively low-key/small-scale expansion, but more significant than what is currently contemplated in LNRSPP. Scale and nature of expansion to be subject of more detailed planning and visual/landscape planning issues will be critical. Key considerations will also include providing for both affordable, family oriented accommodation and upscale/high-end accommodation, as well as improving public access to the beach.<br>Unrestricted length of stay component considered as part of tourism development only. |

**TABLE 2: URBAN GROWTH AREA FRAMEWORK**

| Settlement | Urban growth area | Map ref. | Timeframe | Approximate potential population (potential total population in growth area, includes existing population in current growth areas. | Key issues |
|---|---|---|---|---|---|
| Busselton-Vasse Urban Area | Vasse | 1 | Current | 5,000 | Land already zoned and structure plans approved. |
| Busselton-Vasse Urban Area | Yalyalup | 2 | Current | 7,000 | Land already zoned and structure plans approved. |
| Busselton-Vasse Urban Area | Port Geographe | 3 | Current | 1,500 | Land already zoned and structure plans approved. Further development of Port Geographe may, however, involve review of existing structure planning. |
| Busselton-Vasse Urban Area | Sandilands | 4 | Current | 250 | Land already zoned and structure plans approved. |
| Busselton-Vasse Urban Area | South Broadwater | 5 | Current | 500 | Whilst this land is zoned and has approved structure plans, further development is heavily constrained by environmental factors. Further development may involve reductions in planned development density to achieve workable environmental and economic outcomes. |
| Busselton-Vasse Urban Area | Ambergate North | 6 | Current | 12,500 | Land already zoned and structure plans approved. |
| Busselton-Vasse Urban Area | Old Broadwater Farm | 7 | Current | 1,000 | Land already zoned and structure plans approved, other than most westerly, area which is very environmentally constrained. |
| Busselton-Vasse Urban Area | Bovell | 8 | Medium term | 1,800 | Water quality and foreshore issues due to proximity of Vasse River. Need to provide for east-west road linking existing Yalyalup and Ambergate North urban growth areas. Need to consider potential need/ opportunity for expansion of |

| | | | | | |
|---|---|---|---|---|---|
| | | | | | Bovell Park sporting facilities to the north and potential passenger rail station site and associated long-term opportunities for denser development. Very important heritage assets in north-western part of this area (*Cattlechosen*). Consists of larger portion between Vasse River and Vasse Highway, and smaller portion between Vasse River and Chapman Hill Road. |
| Busselton-Vasse Urban Area | Yalyalup East* | 9 | Medium term | 500 | Land currently zoned Tourism, but consideration of alternatives supported by *Local Tourism Planning Strategy*. Visual management and airport noise critical issues for more detailed planning. |
| Busselton-Vasse Urban Area | Abbey South* | 10 | Medium term | 500 | Last undeveloped coastal or near-coastal land with significant development potential in Busselton-Vasse Urban Area. Important this land accommodates housing choice and some non-residential land-uses. |
| Busselton-Vasse Urban Area | Vasse East | 11 | Long term | 1,000 | Land currently zoned Rural-Residential and subdivision commenced in parts of the western portion. Separated from current Vasse urban growth area by some environmentally sensitive areas. May require upgrading/expansion of services in Vasse. |
| Busselton-Vasse Urban Area | Vasse South | 12 | Long term | 1,000 | May require upgrading/ expansion of services in Vasse. |
| Busselton-Vasse Urban Area | Ambergate South | 13 | Long term | 25,000+ | Critical long-term urban growth area at a regional level. Requires integrated structure planning for whole area. |
| Dunsborough Urban Area | Dunsborough Lakes | 14 | Current | 5,000 | Land already zoned and structure plans approved. |
| Dunsborough Urban Area | Cape Rise/ Naturaliste Heights | 15 | Current | 500 | Land already zoned and structure plans approved, but some of this heavily constrained by environmental factors. Further development may require review of |

| | | | | | |
|---|---|---|---|---|---|
| | | | | | structure plans. |
| Dunsborough Urban Area | Quindalup South 1* | 16 | Medium term | 5,000 | Wetland and water management. Last undeveloped coastal or near-coastal land with significant development potential in Dunsborough Urban Area. Very important that this land accommodates housing choice and non-residential land-uses important for sustainability and liveability of Dunsborough over longer-term. |
| Dunsborough Urban Area | Quindalup South 2 | 17 | Long term | 5,000 | Potential and detailed location to be considered as part of preparation of structure plan for Dunsborough Urban Area. |
| Dunsborough Urban Area | Dunsborough West | 18 | Long term | 500 | Visual/ landscape assessment, fire management. |
| Dunsborough Urban Area | Ridgeway | 19 | Long term | 250 | Visual/ landscape assessment, fire management. |
| Eagle Bay | Carnarvon Castle Drive South | 20 | Current | Insignificant | Visual/ landscape assessment, fire management, environmental impact, need to connect existing Carnarvon Castle Drive through to Eagle Bay Road. Whilst this land is not currently zoned for development, a town planning scheme amendment had previously been initiated and limited expansion is supported by the *Eagle Bay Structure Plan*. |
| Carbunup River | Carbunup River* | 21 | Medium term | 500 | Exact location of settlement expansion subject of further detailed planning. Buffers to environmentally sensitive areas required. Servicing (water and effluent disposal). |
| Metricup | Metricup | 22 | Long term | 500 | Exact location of settlement expansion subject of further detailed planning. Servicing (water and effluent disposal). Planning and development constrained currently by presence of mineral sands resources. |

* Indicates medium term urban growth areas where more detailed planning may commence upon final adoption of strategy.

**TABLE 3: ACTIVITY CENTRE FRAMEWORK**

| **Settlement** | **Activity centre type** | **Activity centre** (planned/undeveloped centres in *italics*) | **Approximate current size** (shop retail floorspace) | **Approximate maximum potential size** (shop retail floorspace – size of other floorspace to be determined by more detailed planning - other than in Busselton City Centre and Dunsborough Town Centre, approximate maximum potential size should not be exceeded, unless supported by a review of this strategy or the *Local Commercial Planning Strategy*) |
|---|---|---|---|---|
| Busselton-Vasse Urban Area | City centre | Busselton | 36,000 | 100,000+ |
| *Busselton-Vasse Urban Area* | *Town centre* | *Ambergate North* | *Nil* | *14,000* |
| *Busselton-Vasse Urban Area* | *Neighbourhood centre* | *Vasse* | *Nil* | *5,000* |
| *Busselton-Vasse Urban Area* | *Neighbourhood centre* | *Yalyalup* | *Nil* | *5,000 (but only 2,000 currently planned)* |
| Busselton-Vasse Urban Area | Local centre | West Busselton | 1,885 | To be determined by more detailed planning processes and following retail sustainability analysis. |
| Busselton-Vasse Urban Area | Local centre | Bayside | 1,500 | To be determined by more detailed planning processes and following retail sustainability analysis. |
| Busselton-Vasse Urban Area | Local centre | Broadwater | 641 | To be determined by more detailed planning processes and following retail sustainability analysis. |
| Busselton-Vasse Urban Area | Local centre | Bower Road | 462 | To be determined by more detailed planning processes and following retail sustainability analysis. |
| Busselton-Vasse Urban Area | Local centre | Monaghan's Corner | 400 | To be determined by more detailed planning processes and following retail sustainability analysis. |
| *Busselton-Vasse Urban Area* | *Local centre* | *Airport North* | *Nil* | *To be determined by more detailed planning processes and following retail sustainability analysis.* |
| *Busselton-Vasse Urban Area* | *Local centre* | *Old Broadwater Farm* | *Nil* | *To be determined by more detailed planning processes and following retail sustainability* |

| | | | | |
|---|---|---|---|---|
| | | | | *analysis.* |
| *Busselton-Vasse Urban Area* | *Local centre* | *Ambergate North West* | *Nil* | *2,000* |
| *Busselton-Vasse Urban Area* | *Local centre* | *Port Geographe* | *Nil* | *As per existing DGP.* |
| Dunsborough Urban Area | Town centre | Dunsborough | 12,000 | 25,000+ (will require physical expansion of planned Town Centre footprint over longer-term, possibly across to the southern side of Caves Road into the Dunsborough Playing Fields site, which would require identification and development of replacement playing fields site). |
| *Dunsborough Urban Area* | *Neighbourhood centre* | *Quindalup South* | *Nil* | To be determined by more detailed planning processes and following retail sustainability analysis. |
| *Dunsborough Urban Area* | *Local centre* | *Dunsborough Lakes* | *Nil* | To be determined by more detailed planning processes and following retail sustainability analysis. |
| *Eagle Bay* | *Local centre* | *Eagle Bay* | *Nil* | *Site and size to be determined by more detailed planning processes and following retail sustainability analysis.* |
| Carbunup River | Local centre | Carbunup River | Less than 100 | To be determined by more detailed planning processes and following retail sustainability analysis. Expansion may be as part of urban growth area, rather than as expansion of existing store. |
| Yallingup | Local centre | Yallingup | 457 | To be determined by more detailed planning processes and following retail sustainability analysis. |
| *Smiths Beach* | *Local centre* | *Smiths Beach* | *Nil* | *As per existing DGP.* |

***Note:*** *Activity centres less than 500m$^2$ of existing or planned shop retail floorspace. centres in long-term urban growth areas have also not been identified, but will be required.*

**TABLE 4: INDUSTRIAL/SERVICE COMMERCIAL AREA FRAMEWORK**

| Settlement | Industrial/ service commercial area type | Industrial/ service commercial area | Map Ref. | Timeframe | Key issues |
|---|---|---|---|---|---|
| Busselton-Vasse Urban Area | General industrial, light industrial, service commercial | Airport North | 1 | Existing/ Current | Land already zoned and structure plans approved. Incorporation of land owned by Agricultural Society is supported if the Society is supportive. |
| Busselton-Vasse Urban Area | Service commercial, light industrial | Strelly Street/ Busselton LIA | 2 | Existing/ Current | Site consolidation and transition to bulky goods retailing to be encouraged. |
| Busselton-Vasse Urban Area | Service commercial | Bussell Highway | 3 | Existing/ Current | Important land supply for bulky goods retailing. |
| Busselton-Vasse Urban Area | Automotive, service commercial | Chapman Hill Road 1 | 4 | Existing/ Current | Part of area already zoned and structure plans approved, with particular emphasis on accommodating automotive-related development. Water quality issues critical given proximity of Vasse River and Vasse Diversion Drain. Important heritage assets adjacent to this area. |
| Busselton-Vasse Urban Area | Light industrial, service commercial | Vasse | 5 | Existing/ Current | Land already zoned and structure plans approved. |
| Busselton-Vasse Urban Area | General industrial, light industrial, service commercial | Airport North Extension | 6 | Medium term | Extension of Airport North to the east into area bound by Busselton Outer Bypass alignment and Regional Airport. |
| Busselton-Vasse Urban Area | Service commercial | Chapman Hill Road 2 | 7 | Medium term | Links Strelly Street/Busselton LIA and Chapman Hill Road 1 with Ambergate South. |
| Busselton-Vasse | Strategic | Airport South | 8 | Medium term | Strategic location for |

| | | | | | |
|---|---|---|---|---|---|
| Urban Area | industrial, general industrial | | | | development with close relationship with Busselton Regional Airport, including potential airside access development. Planning needs to allow for potential parallel runway to south of existing. |
| Busselton-Vasse Urban Area | Light industrial, service commercial | Airport West | 9 | Long term | Need to provide for east-west road linking existing Airport industrial/service commercial areas with and Ambergate South urban growth area. Water quality issues critical given proximity of Vasse River. |
| Busselton-Vasse Urban Area | Strategic industrial, general industrial | Airport East | 10 | Long term | Provides best opportunity to accommodate freight rail links and for more strategic industry located further from residential areas. |
| Busselton-Vasse Urban Area | Light industrial, service commercial | Vasse West | 11 | Long term | Provides for long-term employment and services growth in western part of Busselton-Vasse Urban Area and supplements employment and services available to Dunsborough Urban Area residents. |
| Dunsborough Urban Area | Service commercial | Dunsborough Lakes Enterprise Park | 12 | Existing/ Current | Mostly developed. |
| Dunsborough Urban Area | Light industrial, service commercial | Quindalup South | 13 | Medium term | Replaces and supplements Clarke Street LIA (which is to transition to being an extension of Dunsborough Town Centre), Commonage Road LIA (which has not developed and is |

| | | | | | |
|---|---|---|---|---|---|
| | | | | | now incorporated in the Quindalup South Urban Growth Area) and Dunsborough Lakes Enterprise Park. Only land identified for new industrial/ service commercial development in Dunsborough Urban Area. |

***Note:** Industrial/service commercial areas in long-term urban growth areas have not been identified, but will be required.*


City of Busselton Local Planning Strategy


City of Busselton
Geographe Bay
IN PARTNERSHIP WITH
landinsights
PLANNING DESIGN ENVIRONMENT
FUTURE BUSSELTON 2050
INTERPRETIVE CENTRE
STRATEGIC GROWTH SCENARIOS

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SHAPE OUR PLACE... SHAPE OUR FUTURE
City of Busselton

## 1.0 INTRODUCTION

The City of Busselton has been one of the fastest growing parts of WA for the last twenty years or so. That growth is expected to continue. Future growth will bring new opportunities – in terms of where and how we live, work, learn and play, and where and how we access services such as hospitals and schools. Future growth will also create challenges – in terms of preserving our valuable and beautiful environment, providing services to a larger and increasingly diverse population, adapting to and managing changes in the character of our streets, towns and landscapes and building and maintaining our infrastructure. There will be many other opportunities and challenges, some of which we cannot imagine currently.

We have choices to make about when, where and how growth occurs, as well as how much growth occurs. Some of those choices will be made by government, either local, State or Commonwealth. Other choices though, will be made by individuals, families or businesses as they decide where and when to invest, what is important to them and what is not. There are also many things we all need to consider in making those choices. We will want to ensure the protection of our environment and water resources. We will want our streets, suburbs and village/town/city centres to be attractive, safe and vibrant places. We will also want jobs and educational opportunities to be provided to ensure we can all earn a good living and have opportunities in life.

In planning for the future the City needs to consider all of these things and more. We need to make those choices though, on the basis of necessarily limited information about the future and with the knowledge that the future is intrinsically uncertain. We also need to recognise that the tools we use to shape the future are limited by practical, legal, financial, political and other constraints.

There are also instances especially in the shorter term where the direction has been largely set by decisions that have already been made.

One of the key, but far from the only tool we can use to shape our future growth is the town planning system. This document *Future Busselton 2050: Strategic Growth Scenarios*, sets out four different scenarios for our future *planning* – and how each scenario is likely to affect our future *growth*. Four scenarios have been developed –

- Scenario 1: Business as Usual
- Scenario 2: Constrained Growth
- Scenario 3: Focused Growth
- Scenario 4: Unfocused Growth

Part 2.0 of this paper provides some key background common to all of the scenarios. Parts 3.0-6.0 then set out some of the key potential outcomes of the four scenarios in words and pictures. Part 7.0 then provides a 'Growth Scenario Matrix', with a very short description of what the authors think would occur under each of the scenarios.

The key purpose of *Future Busselton 2050* is to give the community an opportunity to think about, discuss and communicate a range of different views about when, where and how growth should occur as well as how much growth should occur. That will assist the City in identifying and putting in place the appropriate planning guidelines and controls needed to support and encourage the kinds of growth, change and development that the community supports and discourage the kinds the community does not support.

We are seeking your views as to which scenarios you prefer but also: why particular scenarios are preferred; which aspects of each are attractive; and which are not attractive. You can provide your input in a number of ways –

- At one of several forums that will be organised
- Written submissions – either in writing, via email or via website
- Discussion with Councillors or staff

Your feedback will assist the City in developing our overall 'local planning strategy', which will set out our future planning direction. It is expected that a draft local planning strategy, setting out the proposed planning direction for the City will be released for consultation early in 2013.

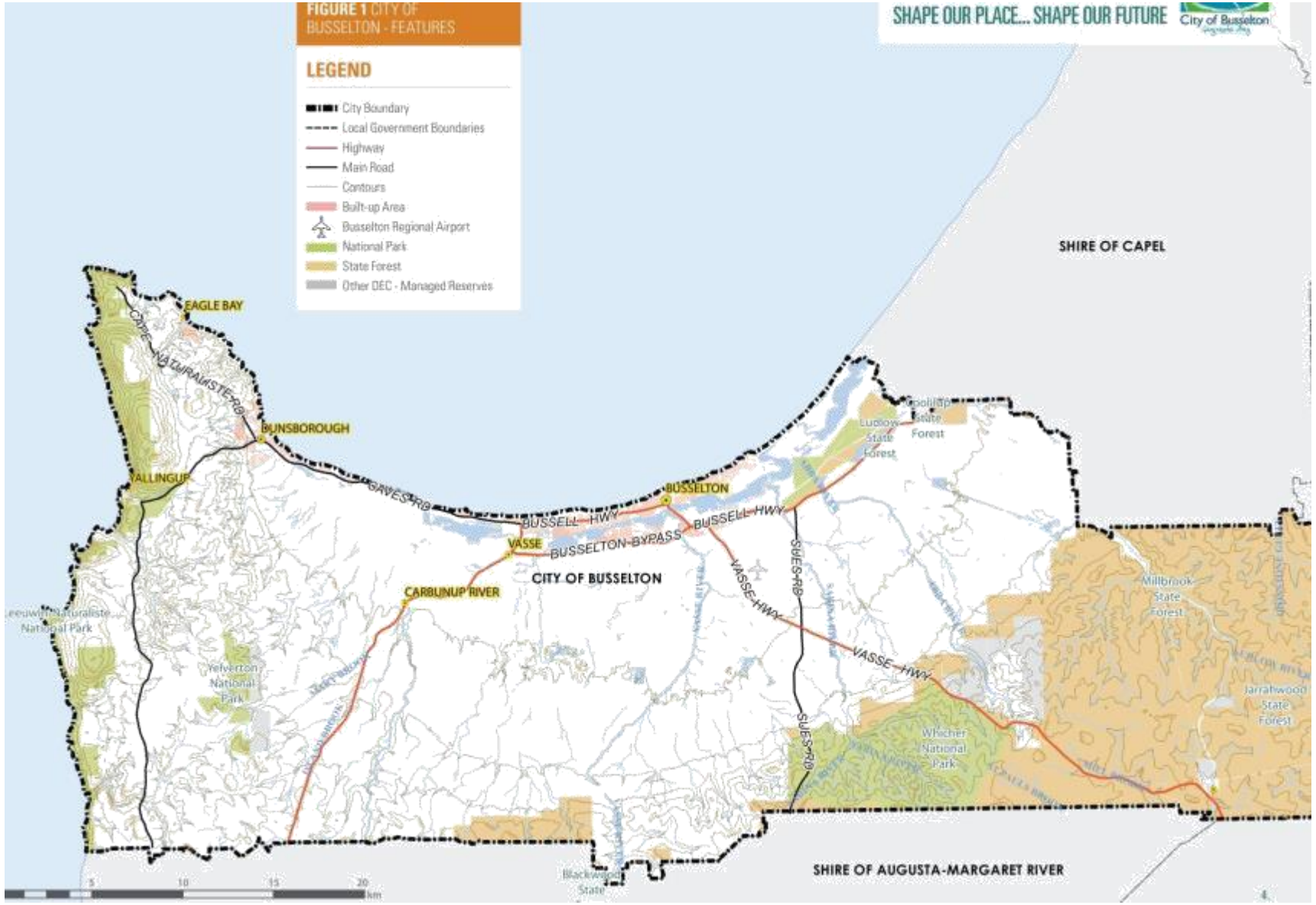
FIGURE 1 CITY OF BUSSELTON - FEATURES
LEGEND
City Boundary
Local Government Boundaries
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Built-up Area
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National Park
State Forest
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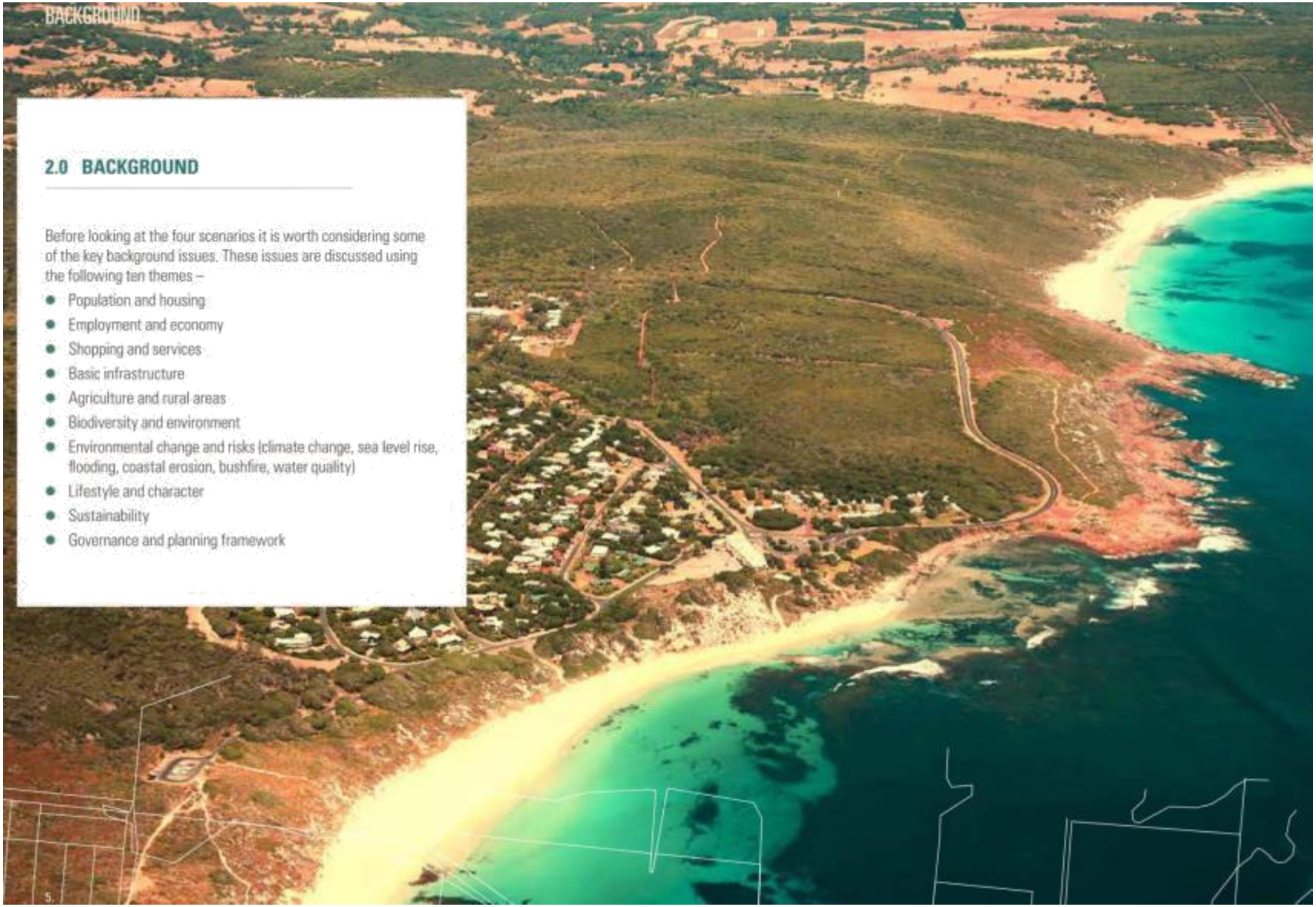
SHAPE OUR PLACE... SHAPE OUR FUTURE
City of Busselton
SHIRE OF CAPEL
EAGLE BAY
CAPE NATURALISTE RD
BUNSBOROUGH
ALLINGUP
GRAVES RD
BUSSELL HWY
BUSSELTON
BUSSELTON BYPASS
VASSE
CARBUNUP RIVER
CITY OF BUSSELTON
VASSE HWY
SUES RD
Ludlow State Forest
Millbrook State Forest
Jarrahwood State Forest
Whicher National Park
Yelverton National Park
SHIRE OF AUGUSTA-MARGARET RIVER
5
10
15
20
km


BACKGROUND
2.0 BACKGROUND
Before looking at the four scenarios it is worth considering some of the key background issues. These issues are discussed using the following ten themes –
Population and housing
Employment and economy
Shopping and services
Basic infrastructure
Agriculture and rural areas
Biodiversity and environment
Environmental change and risks (climate change, sea level rise, flooding, coastal erosion, bushfire, water quality)
Lifestyle and character
Sustainability
Governance and planning framework
5.

## A note about population projections, population growth and planning

Many planning documents include lots of detailed information about population projections, population growth and the planning implications of those projections. Whilst this is an important issue it can often draw attention away from other important considerations. For instance, we also need to ensure that jobs and infrastructure are in place so that those living here can actually make a living. We also need to think about what else is important to us and the people who will live here in the future – things like our environment or those aspects of the character of our towns and landscapes that we value and would like to protect.

There can also be disagreement and confusion about the relationship between planning controls and population growth. Population projections used for planning purposes in WA are based on established demographic techniques and are developed using sophisticated computer models that analyse patterns of births and deaths (i.e. natural increase or decrease) and immigration (intra-state, inter-state and international). Projections also assume that the planning system will allow the development of the new housing needed to accommodate projected growth. Essentially it is usually assumed that planning will not act to constrain population growth.

Population projections though, are not 'predictions' and nor are they 'targets'. Patterns of natural increase and immigration can and sometimes do change in unexpected ways. Population projections developed in the late 1990's for instance, generally did not anticipate increases in both the birth rate and international immigration that have been present over much of the last ten years and so often under-estimated recent growth. Similarly, projections did not and cannot anticipate events such as the global financial crisis or natural disasters. There may be other factors between now and 2050 that mean population projections developed today either over- or under-estimate our population in 2050. Planning controls though, will be reviewed on numerous occasions over that period and there will be an opportunity to adjust planning controls if required.

This document takes a relatively simple approach to population projections. Drawing on a range of reputable sources it is assumed that unless the planning system acts to constrain growth, the population of the City will grow considerably and consistently between now and 2050. The population is projected to increase from around 33,000 people today, to somewhere between 70,000 and 100,000 people in 2050. Only under one of the scenarios presented in this document and only if population growth is towards the higher end of this range, are planning controls likely to significantly constrain population growth. Even that is only likely to occur sometime beyond 2030 (by which time the City's planning direction will have been subject to at least one more, major review).

If you would like more information about population projections and other demographic issues, you can find it in a number of places, including –

- In the Demography and Planning document on the City's website - **http://www.busselton.wa.gov.au/demography**
- In the Western Australia Tomorrow document on the Western Australian Planning Commission's website - **http://www.planning.wa.gov.au/publications/733.**



## HOW DOES THIS PROJECT RELATE TO THE CITY'S 'COMMUNITY STRATEGIC PLAN'?

You may be aware that earlier in 2012 the City undertook consultation to assist us in developing our 'Community Strategic Plan'. When we did that consultation we also used the 'Shape our place, shape our future' tagline we are using throughout this document. It would be quite easy to be confused about the relationship between this project and the Community Strategic Plan. Whilst the two projects are related they are also quite different.

Like most government and business organisations,the City needs to develop plans to guide our operations and activities – setting out what is important to us, what services we will provide, how we will deliver those services, how we will work with others, what particular goals we will reach and what projects we will undertake. The Community Strategic Plan which we have just completed, is the most important plan for the City, setting out the big picture for organisation for the next 10 years. But other more detailed plans will also be needed.

The overall 'local planning strategy' that will be developed early in 2013 is one of those more detailed plans. In developing that strategy we will draw on both the feedback we receive to this document as well as drawing on our Community Strategic Plan. In preparing this document we have also been conscious of the issues the community identified as important through the Community Strategic Plan process and which are reflected in the six key themes set out in our Community Strategic Plan -

### 1. Caring and Inclusive Community

Services and facilities that affect all sections of our population such as youth, aged, family, health and safety services.

### 2. Well Planned, Vibrant and Active Places

Vibrant and active places within our City that cater for recreation, culture and the enjoyment of open space so that people and families can engage in a range of activities and social interaction.

### 3. Robust Local Economy

A local economy that allows business to flourish, provides quality employment prospects and security which is supported by tourism/events that are less subject to seasonal variation.

### 4. Connected City

Reliable and safe transport links within the district, intrastate and interstate. This includes public transport such bus, rail and dedicated cycle ways.

### 5. A Cared For and Enhanced Environment

A natural environment that is valued, enhanced and cared for. This includes the development of population centres that best fit with the local environment.

### 6. Open and Collaborative Leadership

A Council that listens to and considers the needs of the community and demonstrates sound leadership.

BACKGROUND

## 2.1 POPULATION AND HOUSING

The population of the City of Busselton in 2012 is around 33,000 people. In 1980 our population was around 9,000 people. In just over 30 years our population has more than tripled. By 2050 some projections indicate our population could grow to nearly 100,000 people – in other words, another tripling. More conservative projections indicate a population of around 70,000 by 2050 – not quite so rapid but still a doubling of our population.

To double or triple between now and 2050, our population will need to increase by between around 750 and 1,500 people each year (and as some people will also leave each year, the number of 'new' residents each year will be even more). To accommodate those people 250 to 750 new houses/dwellings will need to be built each year. If a high demand for holiday houses continues then the number of new houses/dwellings needed will be more like 300 to 1,000 every year. Between now and 2050 then, the total number of new houses/dwellings needed will be 12,000 to 40,000 - this is quite a big range.

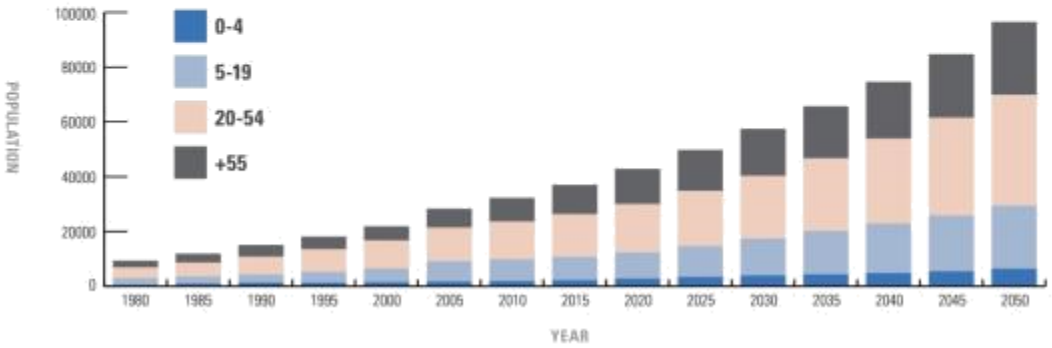
Most of the population growth will be in and around Busselton itself with Busselton growing from a little over 20,000 people today to between 50,000 and 70,000 in 2050. Dunsborough will also grow rapidly but the particularly high proportion of part-time/holiday houses there means that predicting population growth is more difficult. The population of the north-western part of the City (i.e. Dunsborough, Eagle Bay, Yallingup and Commonage) though, is likely to grow from around 7,000 to around 20,000. Some population growth will also occur in the broader rural areas.

If our population growth is towards the more conservative end of the projected range it is expected that most of the growth will be able to be accommodated within existing, planned, residential growth areas, especially the Yalyalup (Provence Estate, Via Vasse Estate), Vasse Newtown, Dunsborough Lakes, Port Geographe, Ambergate North and South Broadwater areas. If our population growth is towards the higher end of the projected range though, new growth areas will be needed and/or we will need to plan for higher densities in those planned growth areas and/or greater redevelopment/consolidation of our existing urban areas. We may also want to plan new growth areas to ensure that a diversity of residential land supply is maintained over time and/or to encourage additional growth.

The growth of the City will take place within a broader pattern of rapid growth in the South-West of WA. Greater Bunbury (the City of Bunbury, plus the Shires of Harvey, Dardanup and Capel, including Australind, Eaton and Dalyellup) may grow from around 80,000 people today to over 200,000 by 2050. The Shire of Augusta-Margaret River is also projected to grow rapidly from around 13,000 people today to well over 20,000 by 2050. Together Busselton, Augusta-Margaret River and Greater Bunbury could form an inter-connected region with around 300,000 people. Perth meanwhile will have grown from around 1.7 million people today to around three million.

As well as growing our population will become older. The proportion of our population aged over 65 will have increased from around 13% to nearly 20% (from around 4,000 people to up to around 18,000), with those over 85 growing from around three to nearly five percent (from around 1,000 people to up to around 4,500). Whilst our population will age and will remain older than the WA average, the rest of the State will actually age more quickly.

As well as growing larger and getting older it is likely that by 2050 our population, which currently has very low levels of ethnic and cultural diversity will be more diverse in almost every way. That will create a demand and a need for more diversity in terms of housing size and style, and greater diversity in terms of the services delivered to our community. It may also create some challenges in terms of community cohesion and inclusion but will also bring opportunities, including in terms of business, cultural and tourism links to more diverse parts of the world.



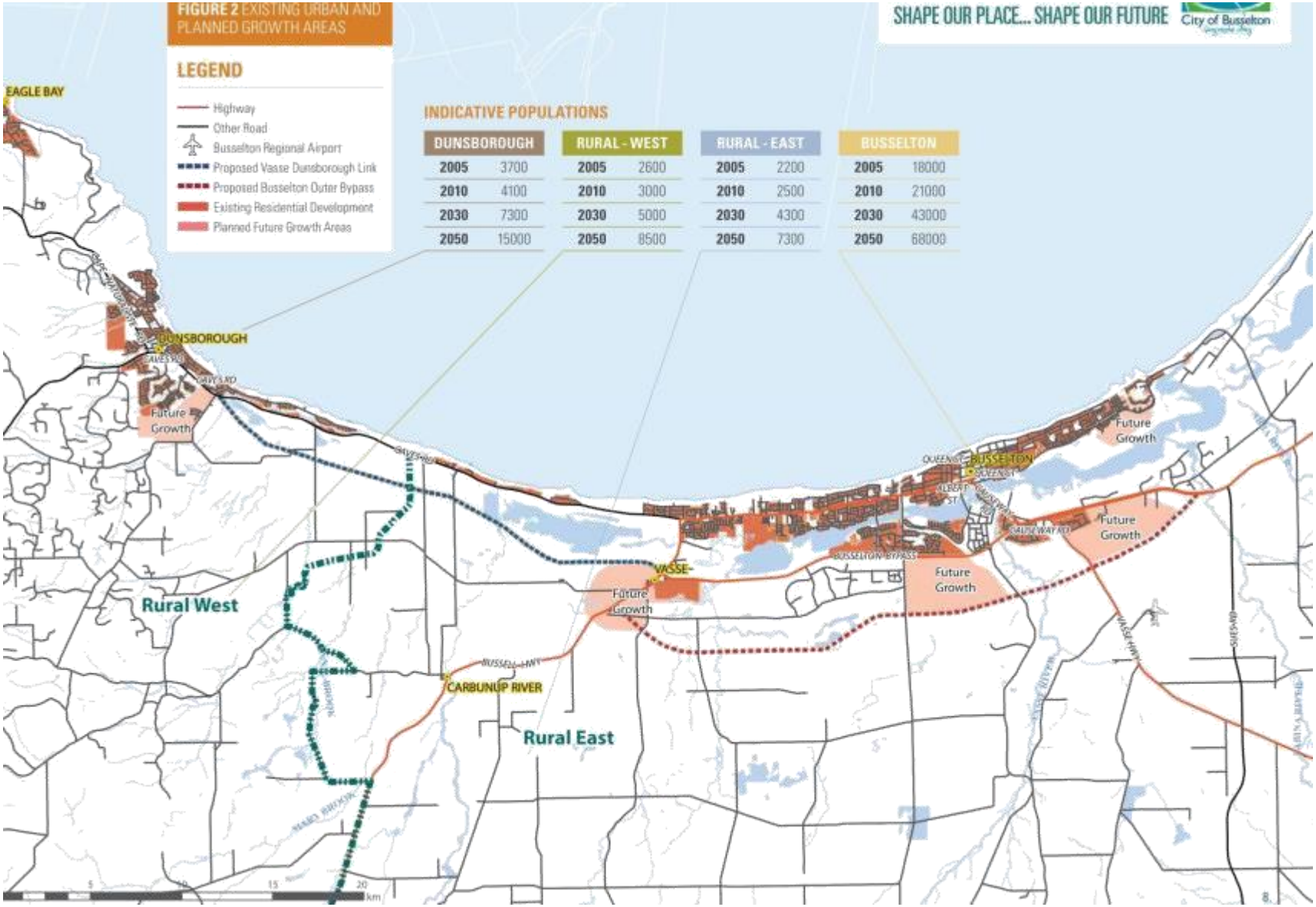


FIGURE 2 EXISTING URBAN AND PLANNED GROWTH AREAS
SHAPE OUR PLACE... SHAPE OUR FUTURE
City of Busselton
LEGEND
Highway
Other Road
Busselton Regional Airport
Proposed Vasse Dunsborough Link
Proposed Busselton Outer Bypass
Existing Residential Development
Planned Future Growth Areas
INDICATIVE POPULATIONS
DUNSBOROUGH
2005 3700
2010 4100
2030 7300
2050 15000
RURAL - WEST
2005 2600
2010 3000
2030 5000
2050 8500
RURAL - EAST
2005 2200
2010 2500
2030 4300
2050 7300
BUSSELTON
2005 18000
2010 21000
2030 43000
2050 68000
EAGLE BAY
DUNSBOROUGH
Future Growth
BUSSELTON
Future Growth
Future Growth
VASSE
Future Growth
Future Growth
Rural West
CARBUNUP RIVER
Rural East
km


BACKGROUND
SOLD
SOLD
SOLD

## 2.2 EMPLOYMENT AND ECONOMY

Nearly two-thirds of the people in the City of Busselton are in the labour market – they are either employed or seeking employment. Despite the fact our population will get a little older, that proportion is expected to stay about the same (because the representation of women and older people in the workforce is expected to grow). Given the expected population growth that means approximately 25,000 to 40,000 people will be added to the local labour market between now and 2050.

A large proportion of the new jobs will involve us providing goods and services to each other – doing things like teaching, working in shops, or building houses. A proportion of the additional jobs though, will not be generated by population growth itself. This proportion is referred to as the 'employment gap'.

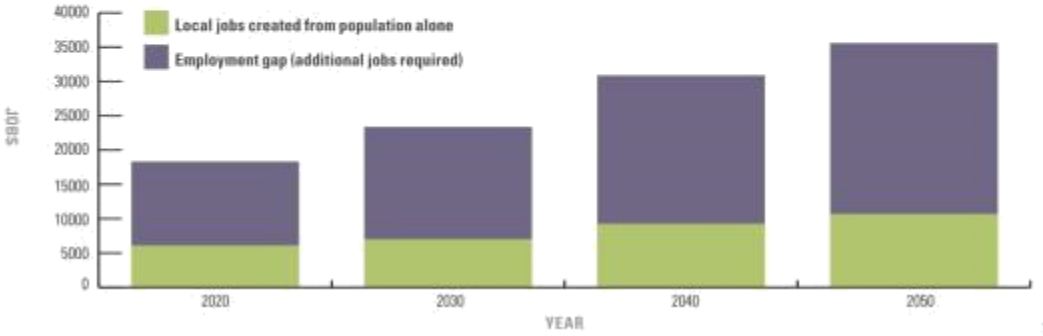
Whilst the employment gap will vary and is quite difficult to project, analysis indicates that the employment gap will be around two thirds of the workforce which by 2050 would be 16,000 to 27,000 jobs.

The gap in local jobs might be filled in a number of ways including: through increasing the range and scale of goods and services produced and consumed locally; through the export of goods or services (which includes providing services mostly to tourists, part-time residents and potentially, students). Outside jobs could include commuting to jobs outside the City (including commuting to jobs in Bunbury, or elsewhere in the region, 'fly-in-fly-out' (FIFO) work, or tele-commuting, perhaps combined with occasional physical commuting to Perth or elsewhere).

Filling the employment gap will require a number of things, especially: sufficient transport and other key infrastructure to allow people working here to efficiently provide goods and services to people living in other places, as well as allowing visitors to get here and workers living here to commute or tele-commute; ensuring that sufficient land is available for commercial, industrial and tourism development; providing a responsive and efficient regulatory environment to support and encourage investment and business development; and ensuring that the lifestyle and services offered here are sufficient to develop, retain and attract skilled workers. More direct business attraction and development strategies led or facilitated by the City, State Government, chambers of commerce and/or others may also play an important role. The main role of the planning system though, is to support the fundamentals of infrastructure and land supply.

We do not know with certainty what the industries will be that will fill the employment gap. Whilst they will make contributions though, our two main traditional industries – agriculture and intra-state tourism – will not fill the gap alone. Other industries will also need to expand and develop. Industries that might make significant contributions are: inter-state and international tourism; greater value-add/processing of agricultural products; cultural and creative industries; professional services, especially those related to existing strengths in tourism, agriculture, environment and construction/property; and resource extraction. Some entirely new industries may also develop.

Whilst it is relatively simple to determine what land may be needed for housing development, it is more difficult to identify what land may be needed for commercial, industrial and tourism development, and therefore job creation. Significant amounts of land have already been identified for industrial and commercial development including a number of new commercial centres in growth areas at Yalyalup, Vasse Newtown, Dunsborough Lakes, Port Geographe and Ambergate North, and industrial areas at Airport North, Vasse Newtown, Dunsborough and Airport South. Much of the investment in commercial development though, will occur as redevelopment of already developed areas and as part of mixed-use development. Tourism-related development will also occur outside of the new urban areas, in rural and/or natural landscape settings and as redevelopment of existing urban areas.




BACKGROUND
MapInfo Training
VASSE ESTUARY

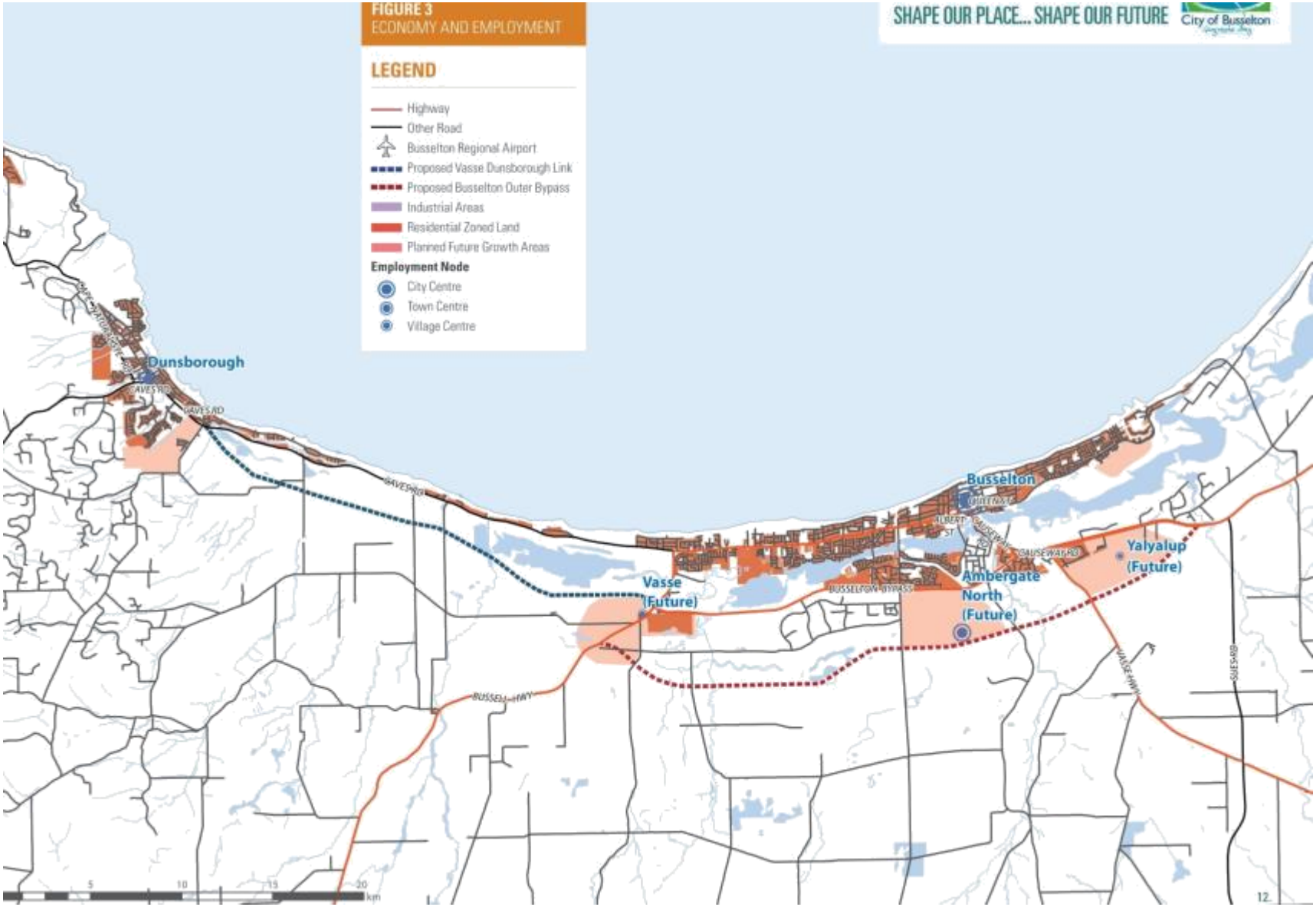


FIGURE 3
ECONOMY AND EMPLOYMENT
SHAPE OUR PLACE... SHAPE OUR FUTURE
City of Busselton
LEGEND
Highway
Other Road
Busselton Regional Airport
Proposed Vasse Dunsborough Link
Proposed Busselton Outer Bypass
Industrial Areas
Residential Zoned Land
Planned Future Growth Areas
Employment Node
City Centre
Town Centre
Village Centre
Dunsborough
GAVES RD
Busselton
Vasse
(Future)
Ambergate
North
(Future)
Yalyalup
(Future)
BUSSELTON BYPASS
CAUSEWAY RD
BUSSELL HWY
VALLEY HWY
5
10
15
20
km
12

## 2.3 SHOPPING AND SERVICES

Everyone who lives in the City needs access to shopping facilities and a broad range of other services – including health, youth, aged-care, education, welfare, recreation and cultural services. Visitors to the region and people who live in the Augusta-Margaret River and Nannup Shires also often require access to services located here. With our population doubling or tripling between now and 2050 services will need to expand. The services we are able support will also grow – meaning many services that currently require a trip to Bunbury or Perth may be provided here. The way some services are delivered may also change substantially.

Planning for some services is relatively straight-forward. In relation to shopping facilities for instance, we can plan for new and expanded centres – and current planning is for new centres at Yalyalup, Vasse Newtown, Dunsborough Lakes, Port Geographe and Ambergate North as well as for further growth of the Busselton city centre and Dunsborough town centre. Over the last twenty years or so though, we have seen the emergence of a number of national chains selling bulky goods outside shopping or traditional town centres. Within Busselton that has mostly occurred along Bussell Highway west of the city centre or along Strelly Street in the Busselton light industrial area. In future we may need to identify other areas to accommodate that kind of development.

Planning for recreation facilities and government schools is also relatively straight-forward. New government primary schools are planned at Yalyalup, Vasse Newtown, Dunsborough Lakes and Ambergate North. A new government high school is also currently envisaged at Ambergate North but there is currently no planning in place for a government high school in Dunsborough. New oval/recreation facilities and community centres are also planned in our growth areas.

Planning for some other kinds of services and facilities though, is less straight-forward. Planning for private schools for instance, is often difficult, especially as private schools can come in all sorts of 'shapes and sizes' and there is no overall, coordinating body. Some land has been identified for a private school at Vasse Newtown but no other sites are strategically identified. Unless sites are identified early in the development process though, it will often be difficult for private education providers to secure well-located sites. The same is often true for aged care, higher education, cultural and many other facilities. Some of the kinds of new or expanded services and facilities we may want to secure sites for between now and 2050 include –

- Bulky goods retailing
- Aged-care and disability services and accommodation
- Higher education, both TAFE and university
- Private hospital
- Government and private schools
- Performing arts/entertainment centres, cinemas, theatres
- Museums and exhibition centres
- Venues for events of all kinds
- Ovals, recreation centres and other sporting facilities (for junior, recreational/amateur and elite levels) and 'noisy sports' (i.e. shooting, motor sport and other similar activities)
- Youth and child-care facilities
- Places for religious worship or cultural purposes
- Coastal and marine facilities – beach facilities, boat ramps, mooring and berthing facilities
- Waste disposal, transport and recycling facilities
- Recreational/environmental/heritage walking, cycling and horse-riding trails and facilities

Whilst it may be difficult to determine exactly when and where such services may be required or be able to be supported, we know that land will be needed for many of these services between now and 2050.


FIGURE 4
SHOPPING AND SERVICES
SHAPE OUR PLACE... SHAPE OUR FUTURE
City of Busselton
LEGEND
Highway
Main Road
Busselton Regional Airport
Proposed Vasse Dunsborough Link
Proposed Busselton Outer Bypass
Hospital (Public)
Main Shopping Areas
Planned Oval
Existing Oval
Race Track
Recreation Centre
Tennis Courts
Future School Site
High School (Private)
High School (Public)
Primary School (Private)
Primary School (Public)
School (Private)
Residential Zoned Land
Planned Future Growth Areas
EAGLE BAY
DUNSBOROUGH
BUSSELTON
VASSE
CARBUNUP RIVER
BUSSELTON BYPASS
BUSSELTON HWY
VASSE HWY
5
10
15
20
km
14


BACKGROUND

## 2.4 BASIC INFRASTRUCTURE (ROADS, WATER, POWER ETC.)

As our population and economy grow the amount of traffic carried on our roads, as well as our demand for water, wastewater treatment, waste disposal, energy and telecommunication services will also grow. A bigger population and economy will also support additional basic infrastructure. For instance the range and scale of air transport services that can be supported will increase. In addition, new technologies and infrastructure investment may change the way we do things and make new ways of doing things possible. For instance improvements in telecommunications, such as through the National Broadband Network (NBN) will change the way some medical services are delivered.

The basic infrastructure many of us are most aware of is transport infrastructure – roads, railways, airports and 'end-of-trip facilities' (parking, bike racks etc). Planning to expand and improve our transport infrastructure has and continues to advance on a numbers of fronts including –

- Continued, progressive upgrading of Bussell Highway between Busselton and Margaret River, together with eventual creation of a 'freeway-standard' road between Busselton and Bunbury (and onto Perth)
- Extension of the existing Busselton Bypass from Vasse through to Dunsborough (sometimes referred to as the Vasse-Dunsborough Link)
- Development of a Busselton Outer Bypass
- Completion of the Busselton-Dunsborough Dual-Use Path
- Identification of a passenger rail corridor linking Busselton to Bunbury and Perth
- Significant upgrade to Busselton Regional Airport making it the principal airport for the South West of WA

There are however, several areas that have been identified as potentially important but which may have received insufficient attention to date –

- Improvement in the capacity of the local road network within our urban areas especially north-south road links in Busselton (such as Ford Road), which are made challenging because of wetlands and other environmental constraints and the future principal road network in and around a significantly bigger Dunsborough
- North-south pedestrian/cycle links in Busselton
- High-frequency public transport for local transport needs such as light-rail or high performance bus routes
- Passenger rail corridor that might link Busselton to Dunsborough or Margaret River

To date most transport infrastructure in Western Australia has been built by government. In future though, private investment may play a greater role such as through toll roads. There may also be an increasing private sector role in relation to other basic infrastructure.

It is not anticipated that water supplies for domestic use will emerge as a significant issue subject to continued investment in infrastructure. Access to groundwater however, is more difficult in the western part of the City and there may be benefit at some point in integrating the Busselton and Dunsborough water supply systems. Water supplies for use on ovals and parks however, are already emerging as a concern, again especially in the western part of the City. Wastewater re-use may play an important role in meeting those demands and that may also have environmental benefits in reducing nutrient inflow into our waterways and reducing demands on our aquifers.

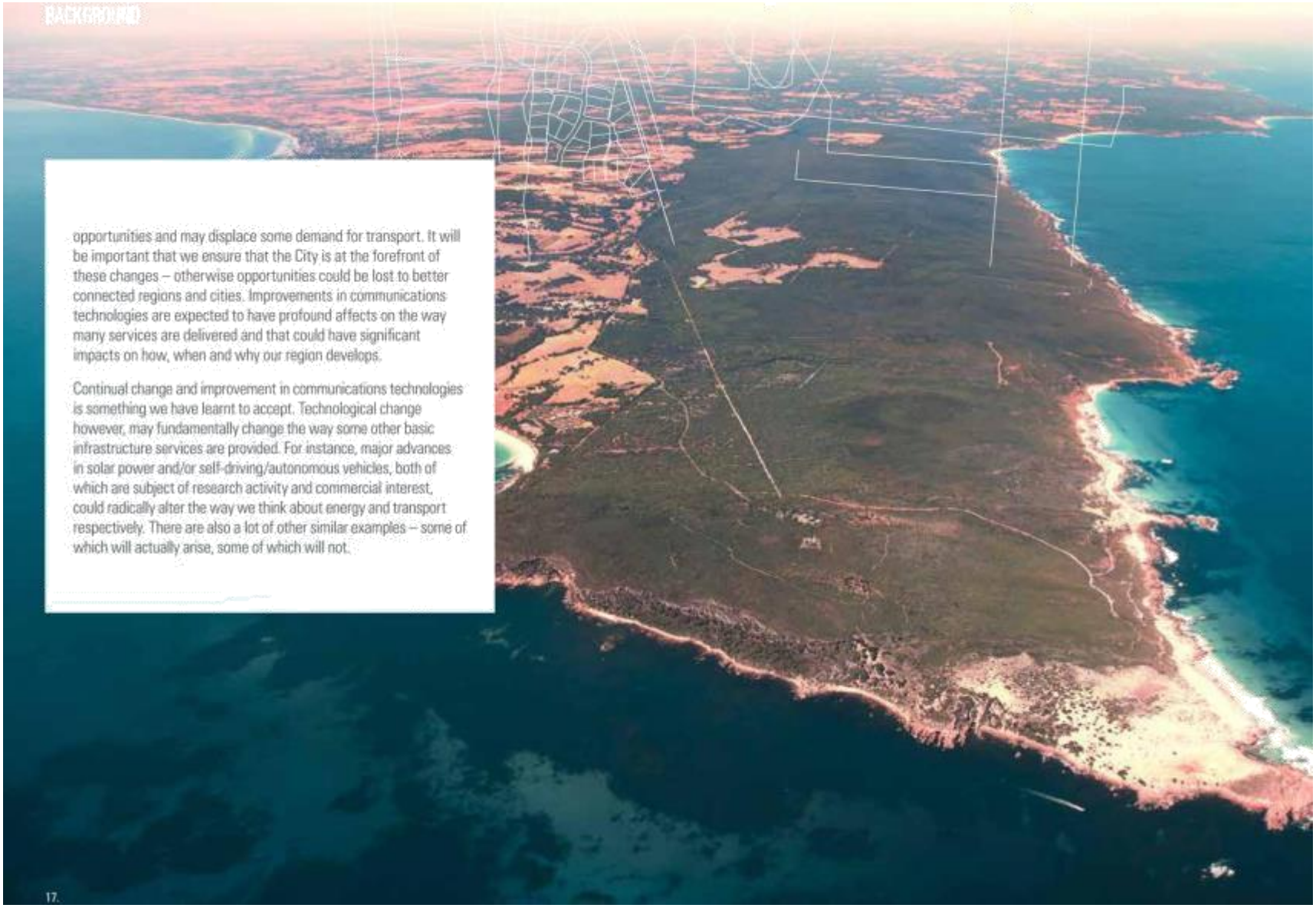
Progressive upgrades of both the Busselton and Dunsborough wastewater treatment plants will be required to meet growing demands. In the main that is expected to involve technological improvements, rather than simply replicating or growing existing facilities.

The difficulties in finding waste disposal sites are expected to grow in future as are the costs of transporting waste. The City is currently working to secure a new waste disposal site to meet demands for the next few decades but additional capacity will be needed again before 2050. It is also likely that recycling and waste minimisation will become ever more important in the future.

Investments in gas, wind, geothermal and solar energy are expected to continue as an alternative to the region's reliance upon coal-fired power stations. While access to electricity supplies is not expected to be constrained, progressive upgrades of links to the State electricity network will need to continue to ensure certainty of supply.

The Dampier to Bunbury natural gas pipeline has been extended to Busselton but not to Dunsborough. In addition to this, localised gas resources may be used in future to supplement regional supply. These resources include: the Whicher Range gas reserves (conventional natural gas); and the unconventional gas reserves within the Dunsborough Basin. The environmental controversies surrounding unconventional gas resources will pose a significant constraint on their use.

Busselton is part of the initial rollout of the National Broadband Network. Through the NBN and other initiatives it is likely that the speed and scope of telecommunication services will expand progressively and considerably. That will create a range of new


BACKGROUND
opportunities and may displace some demand for transport. It will be important that we ensure that the City is at the forefront of these changes – otherwise opportunities could be lost to better connected regions and cities. Improvements in communications technologies are expected to have profound affects on the way many services are delivered and that could have significant impacts on how, when and why our region develops.
Continual change and improvement in communications technologies is something we have learnt to accept. Technological change however, may fundamentally change the way some other basic infrastructure services are provided. For instance, major advances in solar power and/or self-driving/autonomous vehicles, both of which are subject of research activity and commercial interest, could radically alter the way we think about energy and transport respectively. There are also a lot of other similar examples – some of which will actually arise, some of which will not.
17.

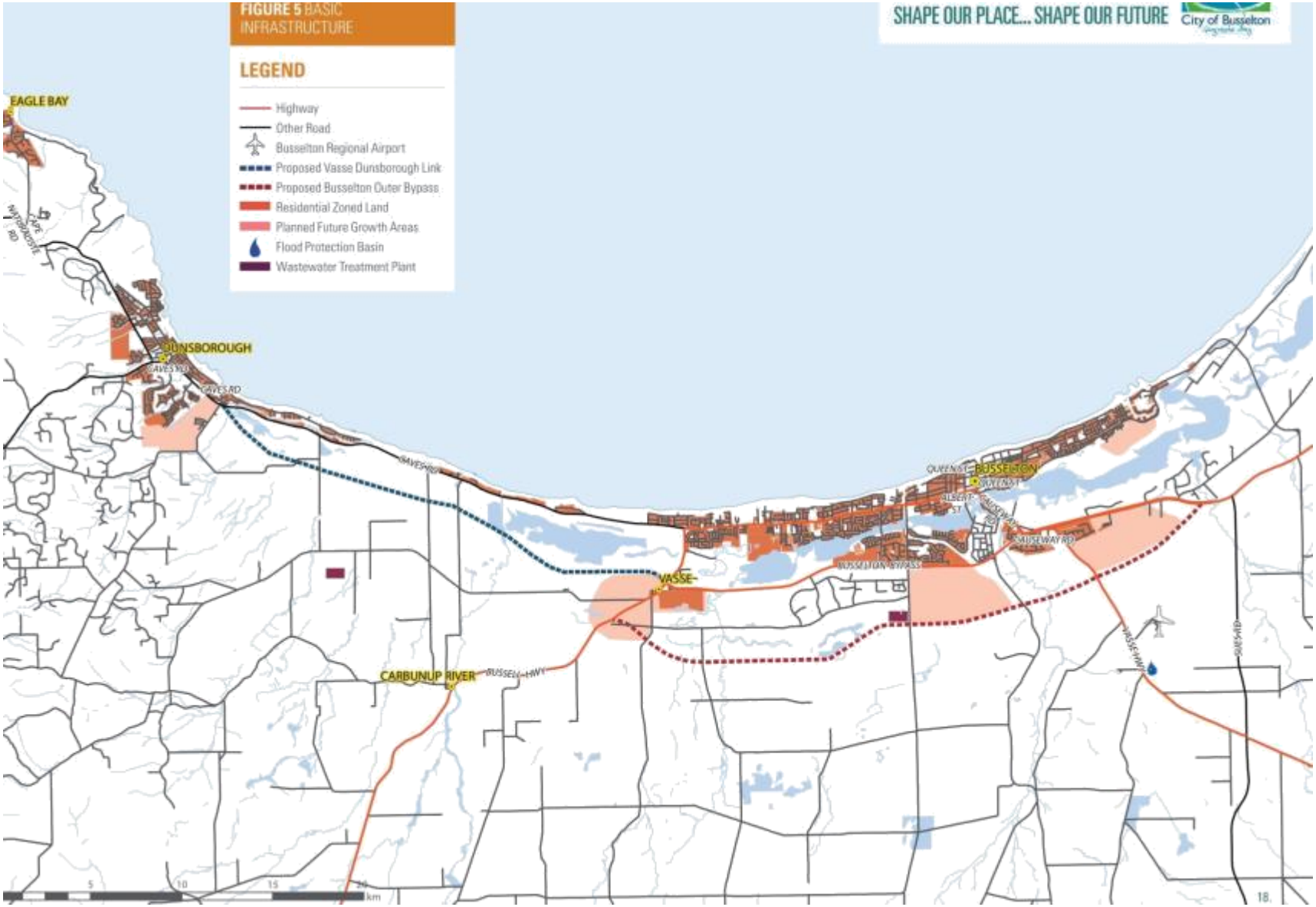


FIGURE 5 BASIC INFRASTRUCTURE
SHAPE OUR PLACE... SHAPE OUR FUTURE
City of Busselton
LEGEND
Highway
Other Road
Busselton Regional Airport
Proposed Vasse Dunsborough Link
Proposed Busselton Outer Bypass
Residential Zoned Land
Planned Future Growth Areas
Flood Protection Basin
Wastewater Treatment Plant
EAGLE BAY
DUNSBOROUGH
GAVES RD
VASSE
CARBUNUP RIVER
BUSSELTON
QUEEN ST
BUSSELTON BYPASS
BUSSELWAY RD
VASSE HWY
SUES RD
km

## 2.5 AGRICULTURE AND RURAL AREAS

Historically, agriculture has been the predominant land use within our district and we have some of the most productive agricultural land in WA. Our agriculture sector is diverse and includes a variety of cropping, viticulture and wine, fruit, flower and vegetable production, olives and olive oil, pasture production and livestock (beef and dairy cattle, sheep and deer), timber and artisan cheese production.

Our rural areas also provide opportunities for tourism through holiday accommodation (e.g. chalets, B&Bs and caravan parks/ camping grounds), wineries and cellar door sales, microbreweries, restaurants, galleries and artisan produce outlets. The diversity within our rural areas including the non-agricultural activities, makes a significant contribution to our local and the State economy.

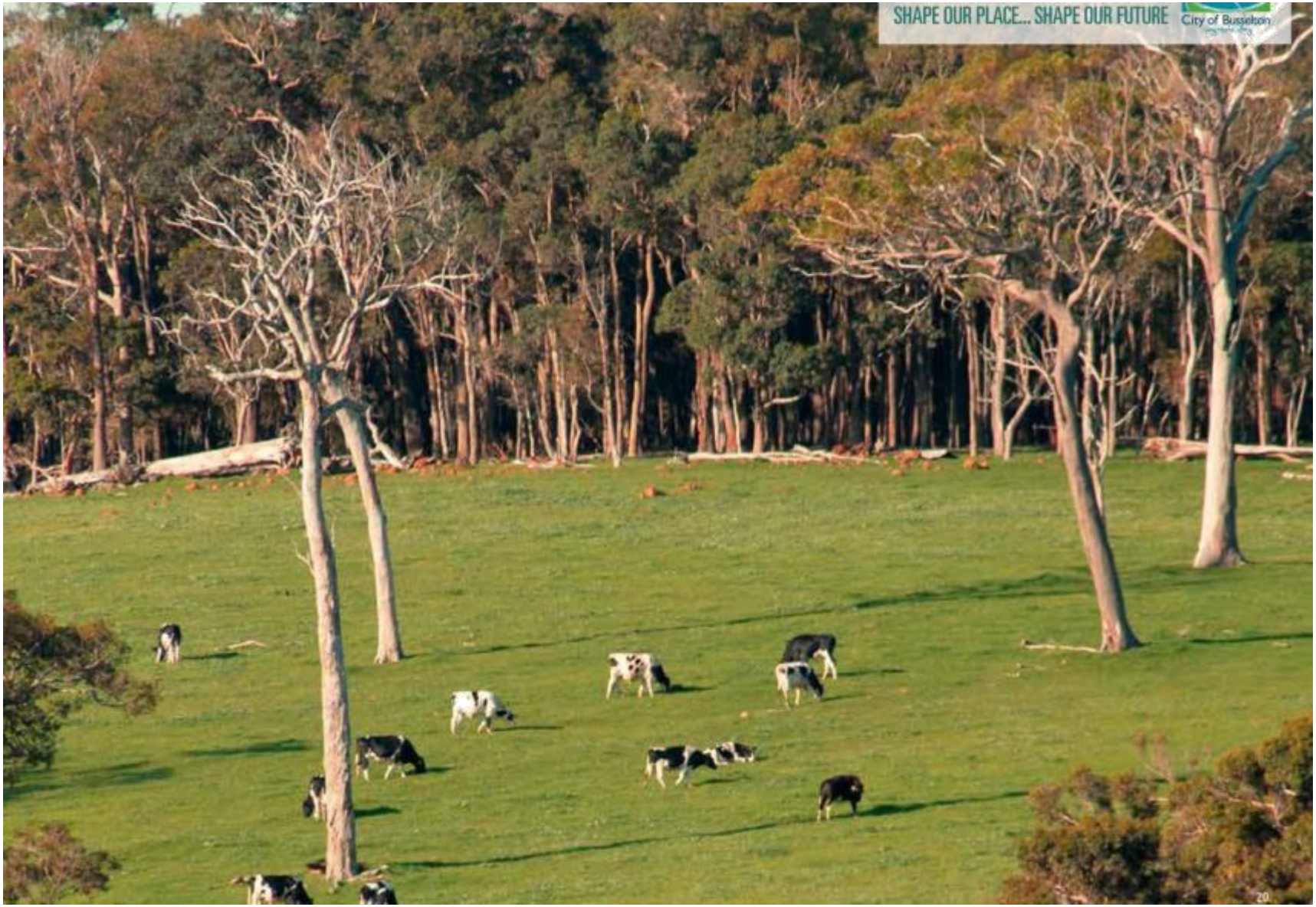
The variety of agricultural activities combined with diverse landscapes (ranging from escarpments and limestone ridges to the coastal plain and undulating hills), forms a unique rural landscape. Our agricultural and rural areas also have a rich history as evidenced by local halls, hamlets, churches and group settlement precincts. Combined with many natural resources such as remnant vegetation, wetlands, rivers and creeks, beaches and coastline, our rural areas have significant landscape values.

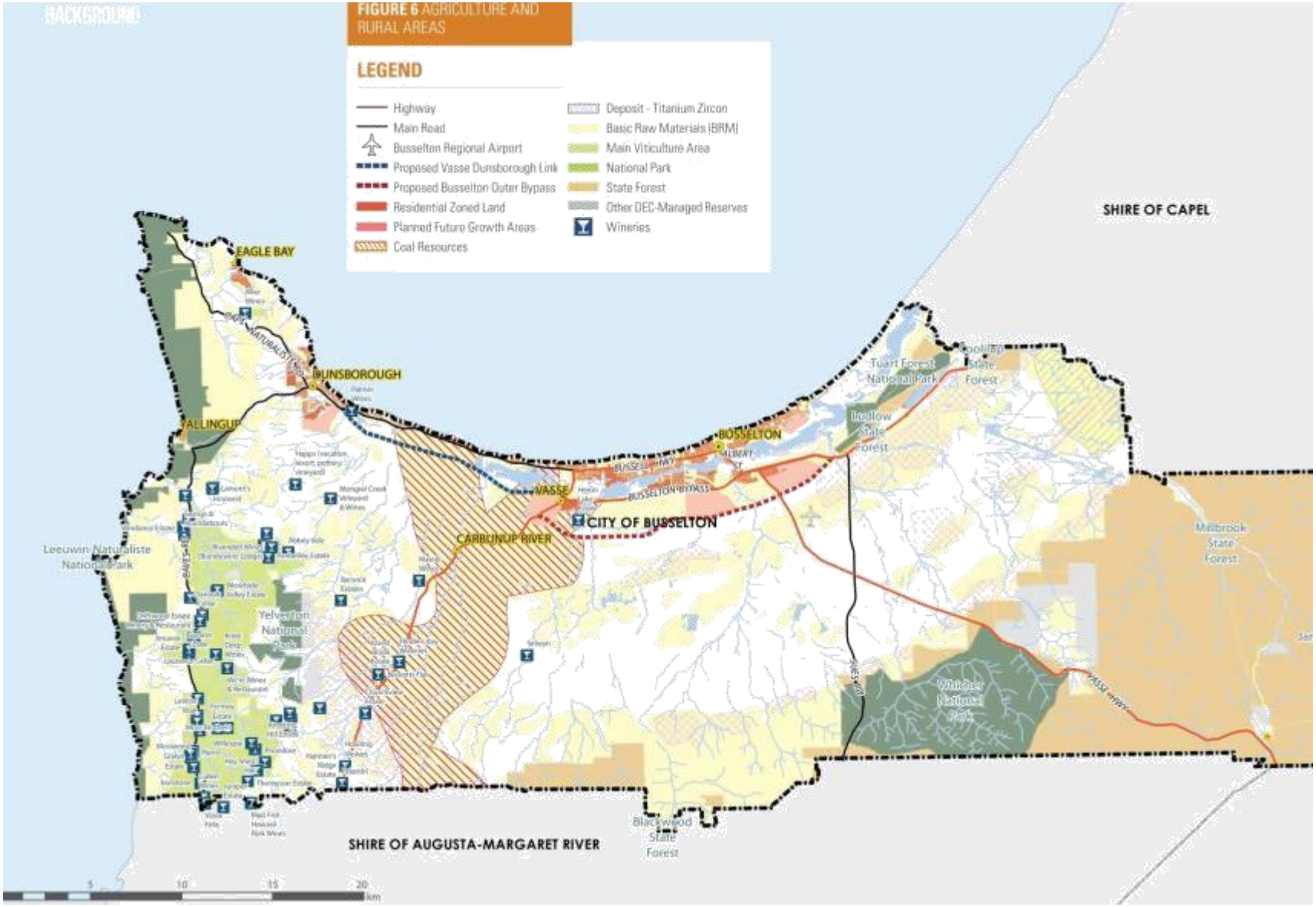
Our rural areas also have significant mineral and basic raw material resources. The supply of basic raw materials (principally sand and gravel) is a key contributor to the economic development of our City. Extensive mineral sands deposits occur within two broad east-west bands on the coastal plain and also at the base of the Whicher Scarp. There are also significant energy deposits in parts of the City – conventional gas in the Whicher Range, unconventional gas in the Dunsborough basin as well as coal and thorium deposits in the western part of the City. Any extraction of these last three however, has and/or would be controversial and difficult.

There are a number of issues that have and will continue to impact on our agricultural and rural areas. These issues are –

- Changing agricultural economics and investment patterns, caused both by fluctuating prices and demand, and by changes to input costs including land, labour and water
- Competing land uses – rural land being taken up for expansion of our towns, demand for rural residential 'lifestyle' lots, tourist development and other non-agricultural activities
- Conflicting land uses – potential conflict between agricultural and resource extraction operations (noise, dust, spray drift, odour and traffic) and residential and/or tourism land uses as well as differing land management practices (e.g. organic vs non-organic)
- Fragmentation of land - subdivision of rural land that reduces its viability and sustainability to be used for agricultural purposes
- Maintaining the diversity of our natural and rural landscapes - preserving the rural mosaic of land uses and visual landscape amenity
- Sustainable use of land and water resources and maintenance of the natural environment including remnant vegetation and wetlands
- Increasing pressure on agricultural activities to reduce nutrient run-off – such run-off is the major contribution to water quality problems in our waterways
- Separation of settlements and retention of rural areas as 'green belts'
- Bushfire protection and management
- Protection of bushland and wetlands

The values of the agricultural and rural areas and recognition of the need to manage these values, has occurred through designations in the City's local town planning scheme (Landscape Value Area, Conservation Zone, Rural Landscape Zone and Bushland Protection Zone) and supporting local planning policies (such as extractive industry, rural tourist and food/wine sales provisions) as well as the WAPC Leeuwin Naturaliste Ridge State Planning Policy (which applies to the western portion of our rural area). However, we will need to carefully consider change and further land use pressures in planning for our future growth. As the growth picture in places like China and India though, shifts from an 'investment-driven' model to a more 'consumption-driven' model, there may be significant opportunities for new and expanded agricultural investment and markets.


SHAPE OUR PLACE... SHAPE OUR FUTURE
City of Busselton


BACKGROUND
FIGURE 6 AGRICULTURE AND RURAL AREAS
LEGEND
Highway
Main Road
Busselton Regional Airport
Proposed Vasse Dunsborough Link
Proposed Busselton Outer Bypass
Residential Zoned Land
Planned Future Growth Areas
Coal Resources
Deposit - Titanium Zircon
Basic Raw Materials (BRM)
Main Viticulture Area
National Park
State Forest
Other DEC-Managed Reserves
Wineries
SHIRE OF CAPEL
EAGLE BAY
DUNSBOROUGH
BUSSELTON
VASSE
CITY OF BUSSELTON
CARBUNUP RIVER
Leeuwin Naturaliste National Park
Yelverton National Park
Tuart Forest National Park
Ludlow State Forest
Millbrook State Forest
Whicher National Park
Blackwood State Forest
SHIRE OF AUGUSTA-MARGARET RIVER
5 0 10 15 20 km

## 2.6 BIODIVERSITY AND ENVIRONMENT

We are fortunate to live in an area that has a rich and diverse array of environmental and natural assets. Western Australia is one of the most biologically diverse regions in the world and the south west of WA is one of only 34 internationally recognised terrestrial 'Biodiversity Hotspots'.

Our district is the location of the Ramsar-listed Vasse-Wonnerup Wetlands and other valuable wetlands. We have an unusually high occurrence of declared rare flora with the majority of these being endemic to our region (i.e. they occur nowhere else in the world). There are some 50 different vegetation complexes or types present within the City and for many of these complexes only 30% or less of their original distribution remains. This is because much of our City (approximately 52%) has been cleared since European settlement. Much of the vegetation that remains is also fragmented and degraded. Urban growth and rural activities are likely to continue to put pressure on the remaining natural areas within the City particularly as approximately 56% of the remaining remnant vegetation and wetland areas are located on private property.

Preservation and enhancement of native vegetation and wetlands is critical in ensuring the long-term survival of many threatened, vulnerable and endangered fauna species – including the Western Ringtail Possum (the core habitat for which largely overlaps with our urban areas), various species of black cockatoo and the Dunsborough Burrowing Crayfish. Native vegetation and wetlands however also perform other functions. That includes reducing nutrient run-off into our waterways, mitigating flood risk and contributing to the character and identity of our urban, rural and natural landscapes.

'Ecological linkages' are patches of contiguous or non-contiguous vegetation that due to their proximity to each other act as stepping stones and facilitate movement of fauna and maintenance of genetic diversity. The Department of Environment and Conservation and the Western Australian Local Government Association have undertaken a project that identifies ecological linkages in the south west of WA including our City. The South West Regional Ecological Linkages project highlights the importance of considering ecological linkages in land use planning policy. Such linkages could ultimately contribute to the retention of remnant native vegetation and fauna habitat, and reduce the loss of biodiversity and key ecological functions in our City and more broadly, the south west of WA.

Water quality is fundamental for the health of our wetlands, rivers and waterways, vegetation, groundwater and marine environments. Similarly many of our daily living and economic activities are dependent on good water quality including our agriculture and tourism industries. Groundwater aquifers underlie much of our City and we are reliant upon this resource for our urban and much of our agricultural water supplies. Our water resources that is our groundwater, wetlands, rivers, waterways and ocean are closely linked with each other and impacts on water quality largely arise from what we use our land for and how we manage those land uses.

Management and improvement of water quality has been and currently is an ongoing issue facing our City. Algal blooms in some of our rivers and Geographe Bay are attributable to an excess of nutrients. Further growth and development will bring challenges in managing stormwater runoff from our existing and new urban areas. A number of studies have been undertaken that have identified nutrient levels and sources of pollution in our wetlands, waterways and Geographe Bay. Those studies have led to the establishment of management plans including the Vasse-Wonnerup Water Quality Improvement Plan, Vasse River Action Plan as well as the Lower Vasse River Cleanup Programme. Water quality is one of the biggest environmental challenges facing our City.


BACKGROUND
23.

## 2.7 ENVIRONMENTAL CHANGE AND RISKS

Parts of the City are potentially subject of a number of environmental risks. Some of the principal risks are –

- Inland flooding (associated with extreme rainfall events)
- Coastal flooding/inundation (Cyclone Alby being the most extreme event in our memory)
- Coastal erosion (where the coast erodes and the shoreline moves)
- Biodiversity loss or degradation (due to over-use, clearing, weeds or pests)
- Bush fires
- Water and environmental quality issues in our rivers, wetlands, Geographe Bay and other waterways such as at Port Geographe (due in part to nutrient rich runoff from urban areas and especially agricultural activities)

Additional development in vulnerable areas and climate change especially climate change related sea level rise may exacerbate these risks. A significant amount of work has been done by both the City and the State Government to identify, adapt to and/or reduce these risks. That includes –

- Mapping areas that may be subject of flooding during a 1 in 100 year rainfall event and development of flood retention basins inland from Busselton
- Mapping areas potentially subject of coastal erosion and/or coastal flooding/inundation including mapping how climate change and especially sea level rise may increase those risks
- Consideration of coastal erosion risk when assessing development proposals within areas identified as being at potential risk of coastal erosion
- Development of sea walls and groynes along portions of the City's coast
- Development of planning policies to ensure that future subdivisions and development are designed to reduce bush fire risk and achieve a balance between management of bush fire risk and protection of biodiversity
- Ensuring that firebreaks and low fuel areas are developed and maintained on properties in bush fire prone areas and generally across the City
- Implementation of nutrient management requirements for new urban development and new agricultural activities
- Pro-active efforts to reduce nutrients and water quality problems in our waterways such as the Lower Vasse River
- Plans to find a long-term solution to weed build-up and odour issues at Port Geographe
- Development of emergency management and response plans.

Because of our long, low sandy and inevitably developed northern coastline the City will face major challenges in planning for and adapting to coastal erosion and flooding risks. This may well be one of the biggest issues our community needs to face over coming decades, creating significant risks of legal liability and/or costs associated with protecting out coast.

Whilst a lot of work has already been done, we will need to carefully consider environmental change and risks in planning our future growth. Responses to a risk in one location may exacerbate that risk in another location and/or may exacerbate other risks. For instance, development of a groyne or seawall in one location may cause coastal erosion somewhere else (potentially protecting private property whilst depriving the community as a whole of coastal reserves or beaches), or management of vegetation to reduce bush fire risk may cause biodiversity loss. Similarly, land-use and environmental controls to reduce nutrient export from new urban areas and/or agriculture may affect the viability of those land-uses.

## 2.8 LIFESTYLE AND CHARACTER

Why do we love living here in the City of Busselton and why do other people who don't live here want to share in what we have? When you ask local residents, be it ones who have lived here all their lives or people who have recently chosen to settle in our City from other parts of WA, interstate or overseas "Why Busselton?", the most common response is because of the lifestyle and character of the place.

There are many elements that contribute to the great lifestyle that we enjoy. The intimate and human scale of Busselton and Dunsborough city/town centres fosters a sense of community and provides the social and cultural focus of our communities. These are places where we eat, relax, gather, exchange ideas and enjoy special events, not just places where we shop. There is not the hustle and bustle of the 'big city'. It is a great place to bring up kids and spend time with our families. We have clean air and a safe community. There are many recreational opportunities such as organised sport, swimming at the beach, boating and fishing, walking/sightseeing in the Leeuwin-Naturaliste and Meelup Parks, walk and bike trails, and playgrounds and parks.

Our lifestyle and character fosters a flourishing artisan element exemplified by local furniture makers, jewellers, artists and other cottage and creative industries, as well as the various markets held in Vasse, Dunsborough and Busselton. Events and festivals are also a major part of our lifestyle, character and identify, as well our economic base. We have good community infrastructure and a range of health, aged-care, education, welfare, recreation and cultural services. Most of our shopping and commercial needs can be met locally.

Our unique character and identity is based on our location on Geographe Bay and Cape Naturaliste, the high concentration of significant natural and cultural assets, and accessibility for people wishing to experience the special lifestyle and recreational opportunities. Our natural environment is spectacular and scenically varied from the calm sandy sweep of Geographe Bay, to the rugged, rocky western coast, the picturesque mosaic of agricultural land uses, bushland, the unique visual experience of driving or cycling down Caves Road as well as our rich European and Aboriginal heritage. There is a clear distinction between our urban and rural areas, and the 'green belts' that separate our settlements provide a backdrop to our towns, helping those us who live in towns remain connected to the natural and rural landscapes on which we depend. There are many opportunities for tourism activities and recreational experiences that reflect to our character and identity and are integrated with our local community.

There is a risk that the very qualities that attract people to our City could be compromised or diminished through growth and development, especially if the growth process is not managed carefully. We want to ensure that growth is managed to avoid adverse impacts on our lifestyle or our built and natural environments, whilst not losing sight of the benefits that growth can provide.


SHAPE OUR PLACE... SHAPE OUR FUTURE
City of Busselton
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## 2.9 SUSTAINABILITY

The concept of 'sustainability' is increasingly important in planning and many other aspects of life. Sustainability or 'sustainable development' is commonly defined as: "development that meets the needs of the present without compromising the ability of future generations to meet their own needs". The concept of sustainability has emerged out of growing environmental concerns and awareness especially global environmental concerns like climate change. The concept of sustainability however, is usually seen as relating to a 'triple bottom line' with economic and social factors as well as environmental factors being considered. Sometimes consideration of these three factors leads to the same conclusions. Increased energy efficiency for instance, helps to reduce emissions of carbon dioxide but also makes our businesses and households less vulnerable to increasing power and fuel costs. Sometimes though these factors can be in conflict. For instance, protection of small areas of bushland in an urban area may be seen as environmentally beneficial at a local scale but it may mean that more housing or services, like aged-care facilities or schools need to be built in more isolated or costly locations.

Planning regulations are one of the ways by which we try to move towards greater sustainability. Some of the key ways that the planning system can support sustainability are seen as being by: encouraging the development of compact towns and cities, with a greater focus on redeveloping and consolidating existing urban areas rather than development of new urban areas, especially avoiding development of smaller settlements in more isolated locations; supporting integrated transport especially public transport, walking and cycling; and ensuring that jobs, shops, schools and services are highly accessible by public transport, walking and cycling. Many would add to this brief list, and there is also considerable scope for discussion about exactly how sustainability principles should be applied in any given situation.

In particular, some people would also focus on making homes and other buildings more energy efficient encouraging renewable energy, reducing water use and encouraging water and waste recycling.

Sustainability is an element of all of the other themes and more growth may actually mean greater sustainability in some instances. For instance, a larger population may mean that a greater variety of opportunities and services can be provided locally, reducing our need to travel to other places. A higher density of population will also assist in supporting public transport services. Development of a small, isolated settlement with very few services and facilities and almost total reliance on cars for transport though, will reduce sustainability – even if the actual buildings and houses are highly water and energy efficient.

Over the last few years the City has taken a number of steps to improve the sustainability of our own operations – especially through reducing our energy and water consumption. The City joined the 'Cities for Climate Protection' programme in 2008 with the intent of developing a coordinated approach to reducing our organisational carbon footprint and its impact on climate change. The Council endorsed emission reduction goals of: a 50% per capita reduction by 2015 and a 70% per capita reduction by 2020 in organisational emissions on 2006/07 levels. In 2010 the Council endorsed a Corporate Energy Action Plan to reduce greenhouse gas emissions and energy usage of the City's assets and services.

The City is also a participant in the 'Water Campaign' programme which is a voluntary water management programme that aims to assist local governments reduce water consumption and improve local water quality. A Water Action Plan was adopted by the City in 2010 which outlines actions and policies to achieve water conservation and water quality goals.

Other organisations such as water services providers, have also put in place programmes to assist us in becoming more sustainable in our water and energy use. The State government has also been progressively increasing energy efficiency requirements for new buildings. Despite these various initiatives however, medium-size coastal settlements like Busselton and Dunsborough are amongst the most energy and carbon intensive settlements in Australia – which is itself one of the most energy and carbon intensive countries in the world.


SHAPE OUR PLACE... SHAPE OUR FUTURE
City of Busselton

## 2.10 GOVERNANCE AND PLANNING FRAMEWORK

As has been mentioned in a number of the preceding sections some decisions about our future growth have effectively already been made. That includes approved plans for development of new growth areas that, whilst they can conceivably be changed would be difficult to change significantly especially if the landowners/developers do not support change. Key documents are the approved development guide plans for the Yalyalup, Vasse Newtown, Ambergate North, Dunsborough Lakes, Port Geographe and South Broadwater residential growth areas as well as for the planned expansion of Smiths Beach. There is also an approved development guide plan for the Airport North Industrial Area.

The City has also developed a number of other documents that will influence our future growth. That includes the City's own Community Strategic Plan (which sets out the direction for the City as an organisation over the next ten years) and the Busselton Foreshore Master Plan. Over the last few years we have also developed five planning strategies looking at particular aspects of the City's future planning and growth, they are the: Local Rural Planning Strategy, Local Commercial Planning Strategy, Local Tourism Planning Strategy, Local Environmental Planning Strategy and Local Cultural Planning Strategy.

There are also a wide range of State-level plans and policies that we need to consider. Possibly the most important of those is the Western Australian Planning Commission's (WAPC) South-West Framework. The Framework sets out the broad State Government planning direction for the South-West of WA and identifies Busselton as a 'high growth potential, sub-regional centre' and Dunsborough as a 'medium growth potential, major town'. Other important State-level plans and policies are –

- State Planning Policies (SPPs), especially those relating to environment and natural resources (SPP2), agricultural and rural land use planning (SPP2.5), coastal planning (SPP2.6), urban growth and settlement (SPP3), residential design (SPP3.1 - which is usually referred to as the 'R-Codes'), and development in the Leeuwin-Naturaliste region (SPP6.1), as well as the WAPC Liveable Neighbourhoods: Community Design Code
- State-level infrastructure plans and policies – for things like roads/transport, power, water, sewer/wastewater, schools, health facilities and a range of other things
- Environmental Protection Authority (EPA), Department of Environment and Conservation (DEC) and Department of Water (DoW) guidance relating to land clearing, habitat/vegetation protection, wetlands and water quality

One of the questions that the State Government, the City and our community will need to consider over coming years and decades is whether state-level, statutory/legal planning controls are necessary or desirable for the City of Busselton. Such controls in the form of regional planning schemes currently exist for the Metropolitan, Peel and Greater Bunbury regions. The Busselton/Augusta-Margaret River area would probably be the next most appropriate region to have such a scheme given the rate of growth and complexity of planning and development issues. Such schemes can provide for more integrated planning across local government boundaries and provide a mechanism for the State to protect and fund acquisition of regional open space and land/infrastructure corridors. Inclusion in such a scheme would though increase the regulatory burden for some kinds of development and reduce local autonomy over decision-making. Even if the district is not included in a regional planning scheme there may be an increasing trend to consider the planning of our City in the broader context of planning for the Metropolitan, Peel and/or Greater Bunbury regions.

Increasingly, the Commonwealth Government is also exerting an influence over planning and growth at the local level. It is doing that in two key ways: firstly through infrastructure funding as well as funding of health, aged-care, child-care, education and a range of other services; secondly through Commonwealth environmental powers established by the Environmental Protection and Biodiversity Act 1999. Any development that may affect matters of national environmental importance needs to be approved by the Commonwealth – that includes development that may affect the Vasse-Wonnerup Wetlands (which is internationally recognised migratory bird habitat) and the habitat of the Western Ringtail Possum, as well as various species of cockatoo.




SHAPE OUR PLACE... SHAPE OUR FUTURE
City of Busselton
October 2009
South-West
Framework
The City has an important role in guiding development outcomes, making planning decisions and representing the community. The community should be aware though, that the City needs to consider community expectations and aspirations in the context of the broader State and Commonwealth planning and environmental framework.
Strategic Community Plan
2013
The best place to be.
City of Busselton
BUSSELTON FORESHORE –
MASTER PLAN (DRAFT)
HASSELL
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3.0 SCENARIO 1: BUSINESS AS USUAL
3.0 SCENARIO 1: BUSINESS AS USUAL
This scenario assumes that our current planning direction is essentially maintained through to 2050 with incremental and relatively minor changes occurring only. This could also be called the 'consensus-driven' scenario and represents what might occur if no firm decisions are made about the direction, character and amount of growth that is considered desirable and the existing planning direction is largely maintained.
This scenario assumes that four important planning/development outcomes that are currently being progressed all eventuate -
1 The planned footprint of the Busselton city centre expands to the south-west to include some additional land along Bussell Highway and West Street.
2. Development of the Busselton foreshore along the lines set out in the Busselton Foreshore Master Plan.
3. The Busselton Regional Airport is upgraded and attracts regular inter-state and ultimately international services.
4. Additional land is identified for industrial and commercial development to the south and east of the airport (Airport South).
Scenario 1 is illustrated at the end of this chapter in indicative form and described in terms of the ten key themes identified in the background section of this document.
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## Population and housing

Most population growth and new housing will be accommodated within existing, planned residential growth areas at Yalyalup, Vasse Newtown, Dunsborough Lakes, Port Geographe, Ambergate North and South Broadwater. Beyond 2030 there will be a need for development to occur in Bovell and/or Ambergate South. There may also be a need to identify relatively minor expansions of existing growth areas, especially in Dunsborough and especially after 2030 to ensure that planning regulations do not prevent development of new housing. The choice of new lots and housing product will be reduced though and there will be increased upward pressure on housing prices.

The average lot size in the growth areas would remain around 500 square metres (i.e. 'R20' residential densities) with a small number of larger lots and a small number of smaller lots and unit sites but very little at densities higher than 'R40'. Some redevelopment and consolidation will occur in existing urban areas especially in and around the Busselton city centre and Dunsborough town centre but very little at densities higher than 'R40' and mostly as 'units' or 'villas' rather than apartments. Using the powers set out in clause 58 in our current town planning scheme relatively unplanned development at 'R30' or 'R40' densities in generally lower density areas will increase. Units at 'R30' or 'R40' densities in existing urban areas will become a large part of our new housing supply as we move beyond 2030.

Larger rural-residential or 'lifestyle' lots will continue to be developed in already zoned areas in Commonage and Vasse through until around 2030, following which those areas will likely be fully developed and there will be no further creation of larger lots. Finding sites for aged persons' accommodation will also become increasingly difficult and pressures to allow residential occupation of tourism developments will grow.

## Employment and economy

Industrial areas at Airport North, Vasse Newtown, Dunsborough and Airport South will ensure sufficient land is available for industrial, transport and service commercial employment allowing the range of employment and services available in the City to grow substantially. Expansion of the Busselton city centre footprint will also allow growth of office and retail jobs in Busselton. Land supply issues though may limit office and retail employment in Dunsborough.

Upgrading of the airport and other transport and infrastructure improvements will also assist in development of inter-state and international tourism and development of new industries. Increases in the density and vibrancy of the Busselton city centre and Dunsborough town centre though, that would assist in creating an environment that would further encourage creative and professional workers to locate in the City may not occur, reducing our capacity to develop or grow industries that require those skills.

If pressures to allow residential occupation of tourism developments result in tourism land being converted to residential use, many of the sites most attractive for tourism use will cease to be available for tourism. Land availability issues may also reduce our ability to attract aged-care, education and other service related jobs and industries.

## Shopping and services

Most new shops will be developed as expansions of the Busselton city centre, Dunsborough town centre and currently planned new centres at Yalyalup, Vasse Newtown and Ambergate North. Beyond 2030 there may be a need for further but relatively small new centres in Bovell, Ambergate South and Dunsborough. Expansion of the Busselton city centre footprint will delay the time when major redevelopment is needed in the existing Busselton city centre, perhaps until beyond 2030.

New government primary schools will be developed at Yalyalup, Vasse Newtown, Ambergate North and Dunsborough Lakes, with the possibility of further schools being developed in Bovell, Ambergate South and Dunsborough beyond 2030. A third government high school for the Busselton urban area will be developed at Ambergate North sometime beyond 2030 but there may still be no government high school in the Dunsborough urban area. Significantly expanded and improved higher education facilities will be developed, possibly including university facilities beyond 2030.

Lack of suitably located and serviced sites may hinder development of bulky goods retailing and some community, recreation and educational facilities, notably aged care and private education. Alternatively, there may be pressure to allow these kinds of services to be developed in poorly serviced or inappropriately located sites due to the lack of suitable alternatives.

The scale and scope of facilities accessible locally will grow considerably and consistently but may not always be conveniently located.

SCENARIO 1: BUSINESS AS USUAL

### Basic infrastructure (roads, water, power etc.)

Transport infrastructure will continue to be upgraded as needs require and funds allow, with the Vasse-Dunsborough Link being developed around 2030 and the Busselton Outer Bypass around 2040. A passenger rail corridor linking Busselton to Bunbury and Perth will have been identified by 2030 and may be developed before 2050. Locals and visitors will enjoy direct air services from Busselton Regional Airport to the Eastern States and South-East Asia with the range of destinations steadily growing over time. Lack of planning and funds however will hamper improvements in the local road, pedestrian/cycle and public transport networks, especially north-south links.

Water and wastewater infrastructure will continue to be expanded to cope with growing demands, but lack of planning and funds however, may mean wastewater re-use schemes may not be developed. Energy and telecommunications infrastructure will also be progressively upgraded.

### Agriculture and rural areas

Existing, planned, residential and industrial growth areas will take up land that was previously used for agriculture. Rural land at Ambergate South and Bovell may be taken up for urban development sometime after 2030.

No more rural land around Commonage and Vasse would be developed for large rural lifestyle lots other than that already identified for that purpose by the current planning framework.

The rural remainder of our City would be largely unaffected under this scenario. The diversity of our rural and natural landscape will be maintained.

The value of our agricultural and rural areas in terms of agricultural production, extractive industry, food and wine sales and tourism generally would continue to make a significant contribution to our economy.

### Biodiversity and environment

Significant areas of remnant vegetation will be protected mostly by State and Commonwealth laws. More creative and integrated ways of supporting biodiversity, such as the development of ecological linkages may however, not emerge.

New urban areas will be developed in a way that minimises potential affects on water quality. Active steps to reduce the water quality impacts of existing urban areas and agricultural activities may though not receive significant attention. The affect will be slow but steady and continued declines in water quality.

### Environmental change and risks

Progressive intensification of development in near-coastal areas will progressively add to risks associated with coastal flooding and erosion. Relatively ad hoc responses in the form of sea walls and groynes to treat erosion risks in particular areas will also add to the overall risks over time.

Continued development of rural-residential areas, especially in the Commonage will increase bush fire risk over time as more people will be living in these kinds of higher-risk areas.

### Lifestyle and character

Continued growth and other changes will inevitably change the character of our district but that will occur in a fairly progressive way. Some of the 'small town' feel of Busselton especially though, will be lost. Busselton and Dunsborough will remain separated by 'green belts' and maintain unique and separate characters.

The character of some areas and some streets will change more significantly as units are developed or new growth areas extend into what is currently farming land. An increasing proportion of our population will live a little further away from the coast, probably having a less intimate relationship with the coast and the beach and orientating their lives around new shopping streets, schools and community facilities in our growth areas.

Growth in the range of services and facilities available locally will reduce the need to travel to Bunbury or Perth and promote a greater sense of local identity.

### Sustainability

Urban development will be predominantly low density and spread over a broad area around Busselton and Dunsborough, with limited and relatively unplanned pockets of higher density.

Additional urban development will not however, be supported in rural and coastal areas. There will be some increase in the housing choices available, but the majority of housing will remain single, detached dwellings.

Transport will continue to be car-based with only limited opportunity for viable public transport.


SHAPE OUR PLACE... SHAPE OUR FUTURE
City of Busselton
Governance and planning framework
Most of our existing planning framework would be retained until around 2030, after which some relatively minor changes would be needed. Relatively small ad hoc changes however would be made from time-to-time. Because of continued growth pressures and the lack of new planning, conflicts and inconsistencies between Commonwealth, State and local plans and initiatives (including infrastructure development and environmental protection) would grow and increase costs and uncertainties for the community and developers. The need to resolve some of those inconsistencies may result in a regional planning scheme sometime beyond 2020.
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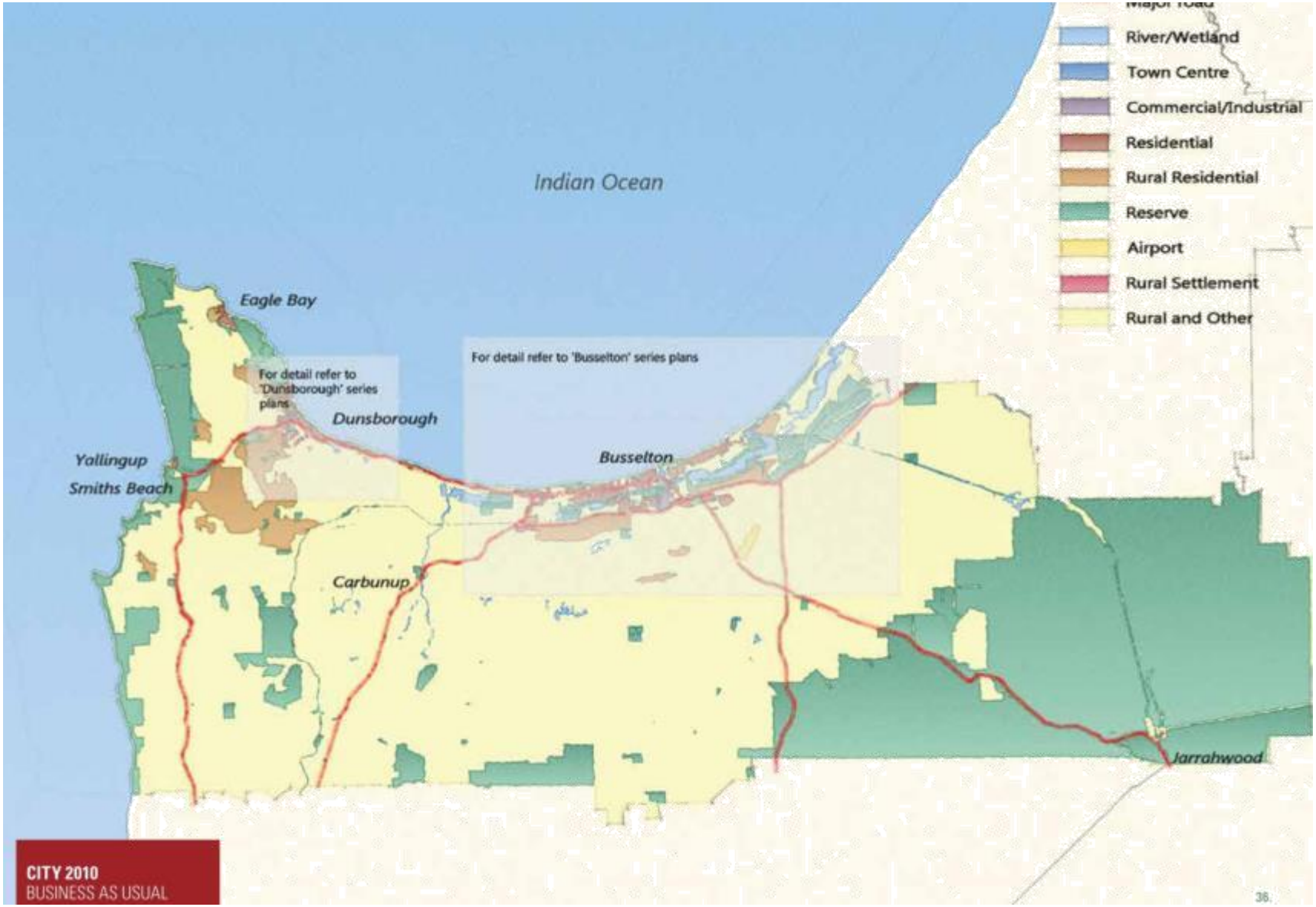
River/Wetland
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Residential
Rural Residential
Reserve
Airport
Rural Settlement
Rural and Other
Indian Ocean
Eagle Bay
For detail refer to 'Dunsborough' series plans
Dunsborough
For detail refer to 'Busselton' series plans
Busselton
Yallingup
Smiths Beach
Carbunup
Jarrahwood
CITY 2010
BUSINESS AS USUAL
38.


SCENARIO 1: BUSINESS AS USUAL
Indian Ocean
River/Wetland
Town Centre
Commercial/Industri
Residential
Rural Residential
Reserve
Airport
Rural Settlement
Rural and Other
Eagle Bay
For detail refer to 'Dunsborough' series plans
Dunsborough
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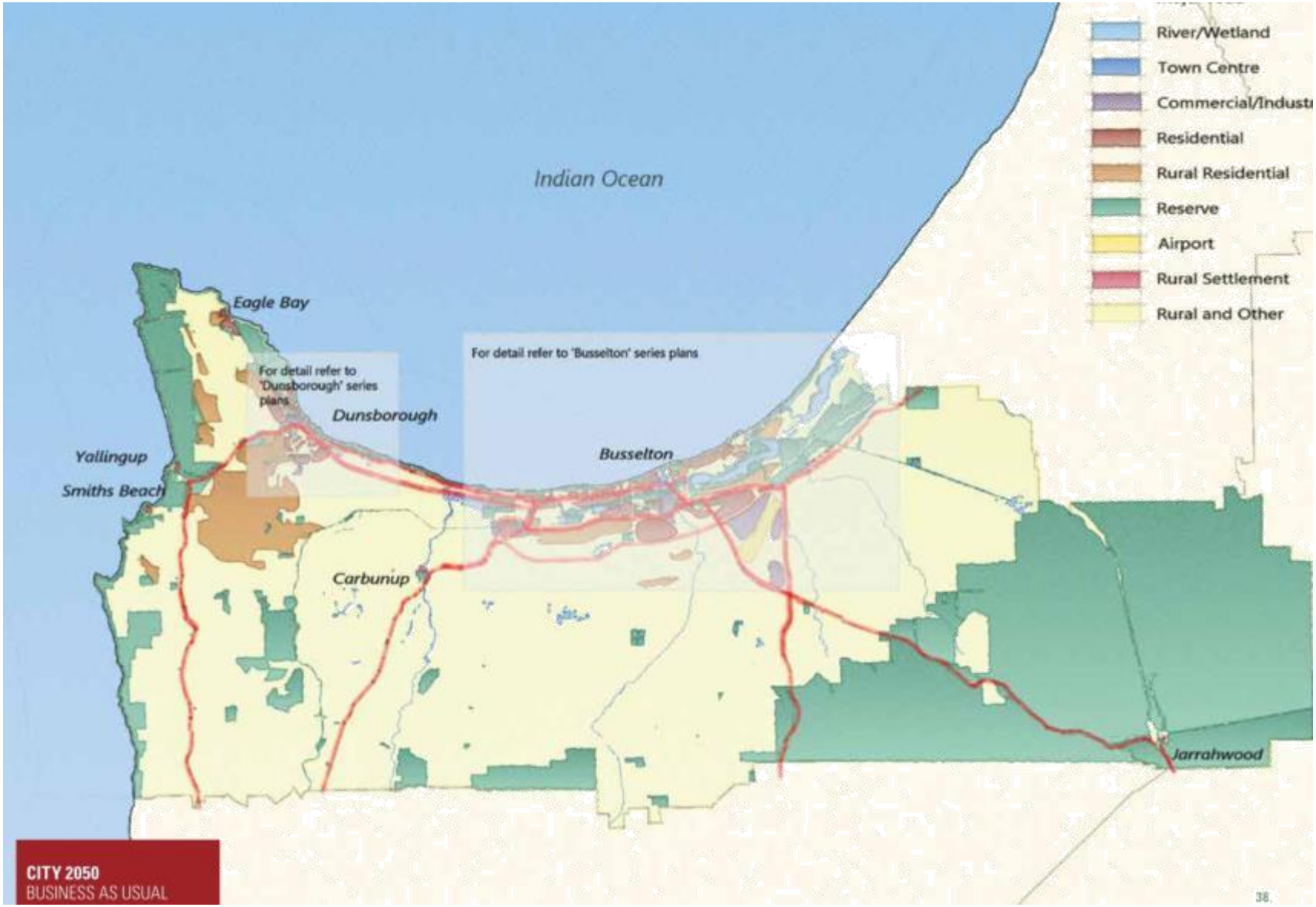
Busselton
Yallingup
Smiths Beach
Carbunup
Jarrahwood
CITY 2030
BUSINESS AS USUAL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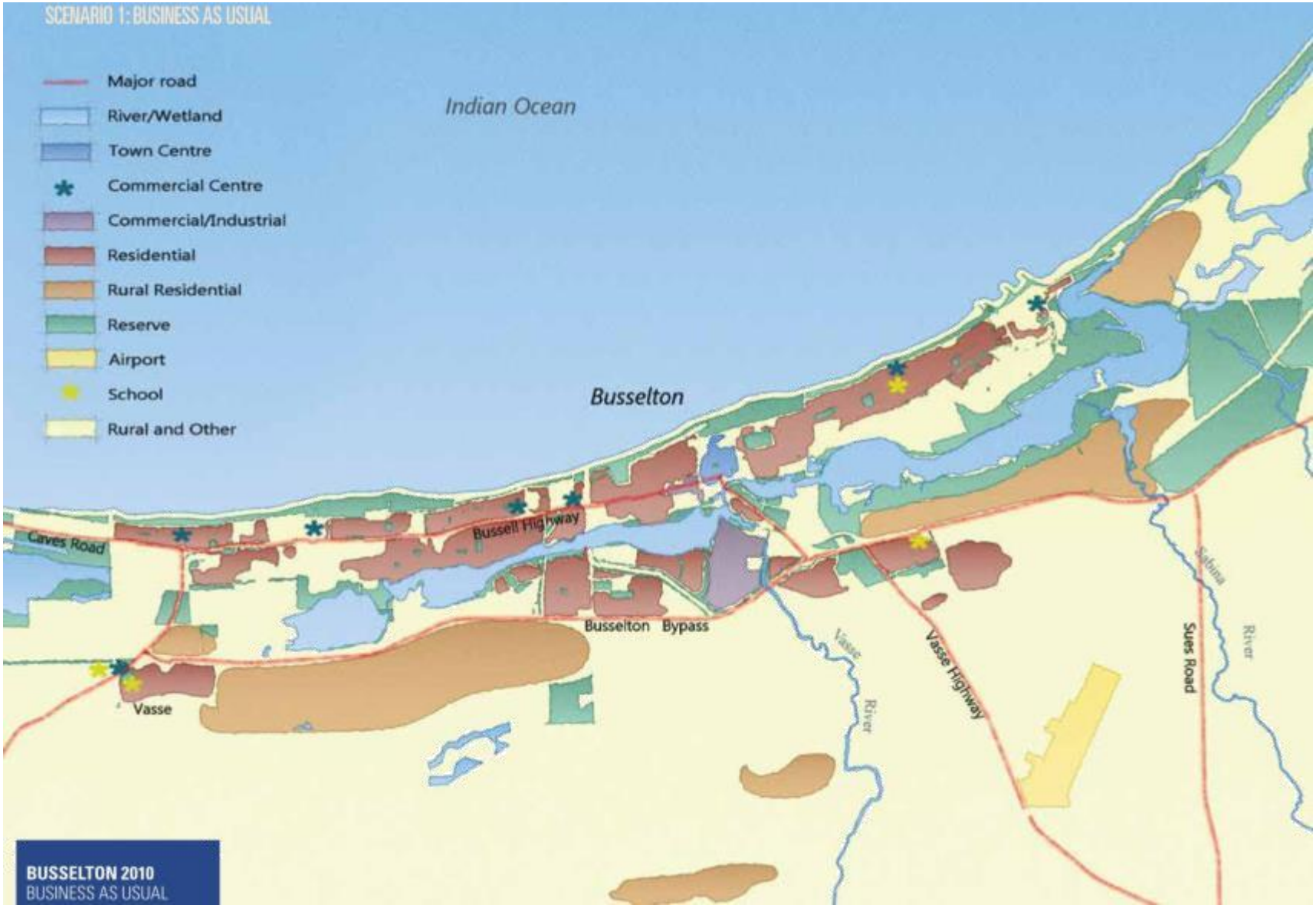
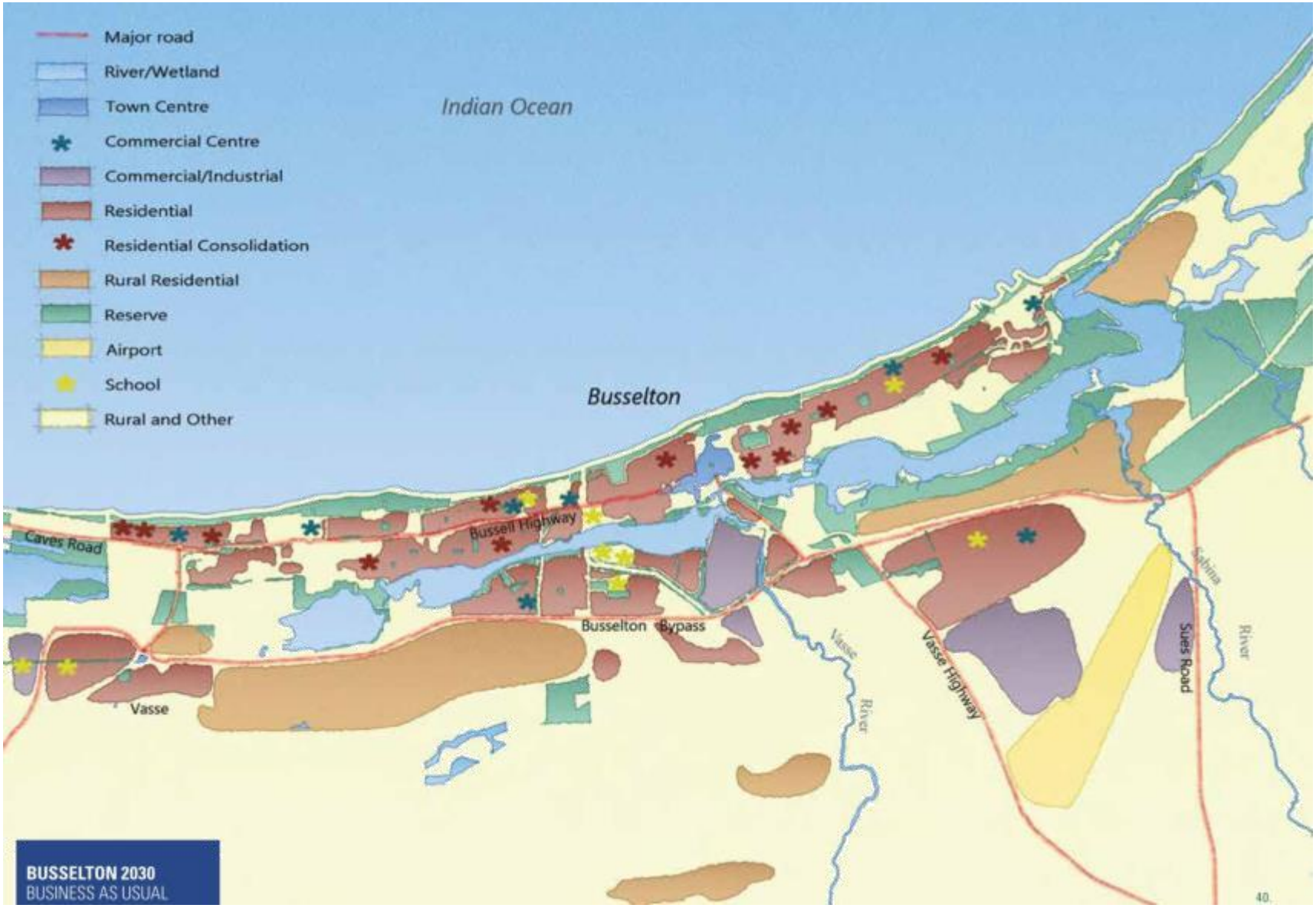
Dunsborough
For detail refer to 'Busselton' series plans
Busselton
Yallingup
Smiths Beach
Carbunup
Jarrahwood
CITY 2050
BUSINESS AS USUAL
38


SCENARIO 1: BUSINESS AS USUAL
Major road
River/Wetland
Town Centre
Commercial Centre
Commercial/Industrial
Residential
Rural Residential
Reserve
Airport
School
Rural and Other
Indian Ocean
Busselton
Caves Road
Bussell Highway
Busselton Bypass
Vasse
Vasse River
Vasse Highway
Sues Road
Sabina River
BUSSELTON 2010
BUSINESS AS USUAL


Major road
River/Wetland
Town Centre
Commercial Centre
Commercial/Industrial
Residential
Residential Consolidation
Rural Residential
Reserve
Airport
School
Rural and Other
Indian Ocean
Busselton
Caves Road
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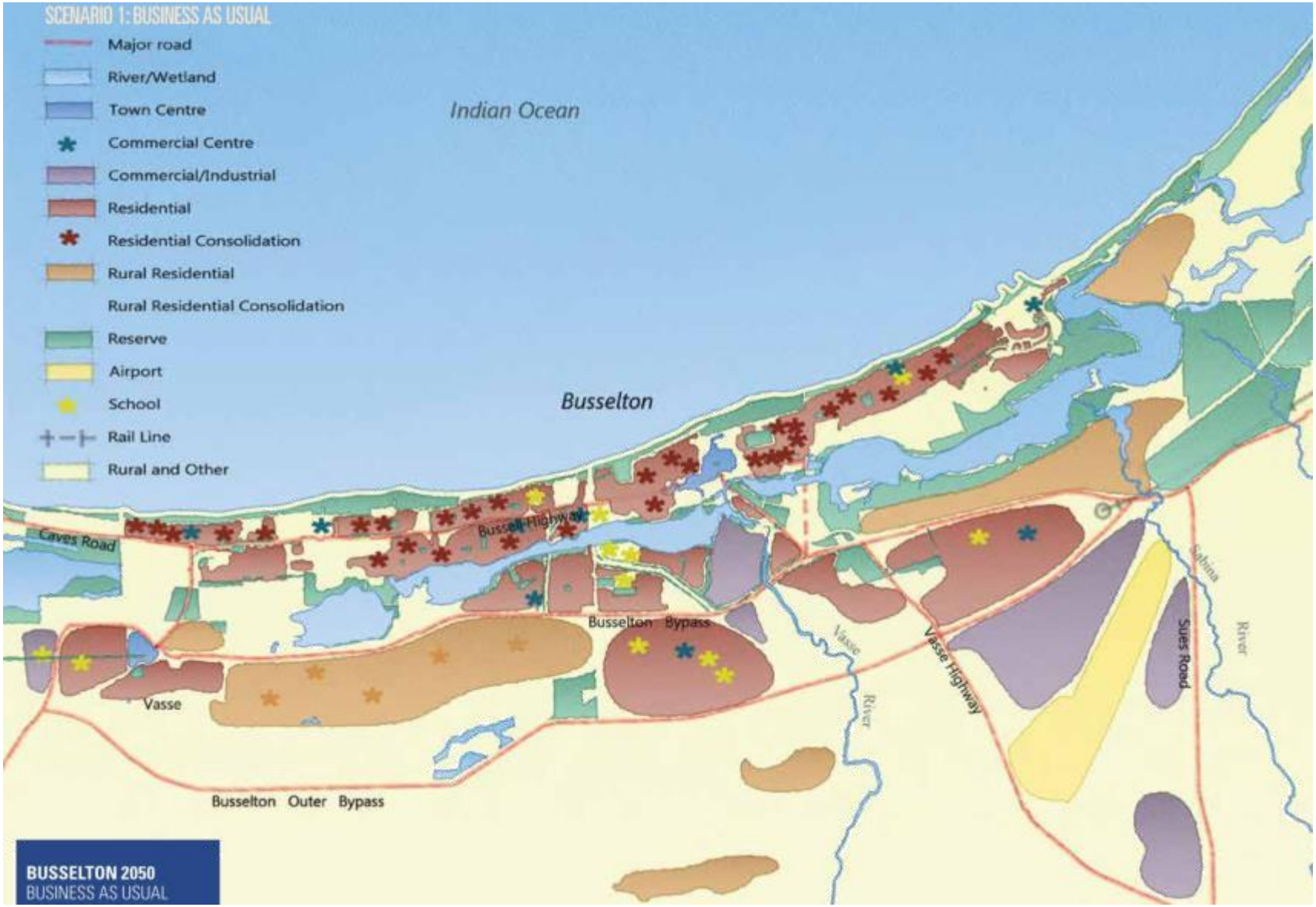
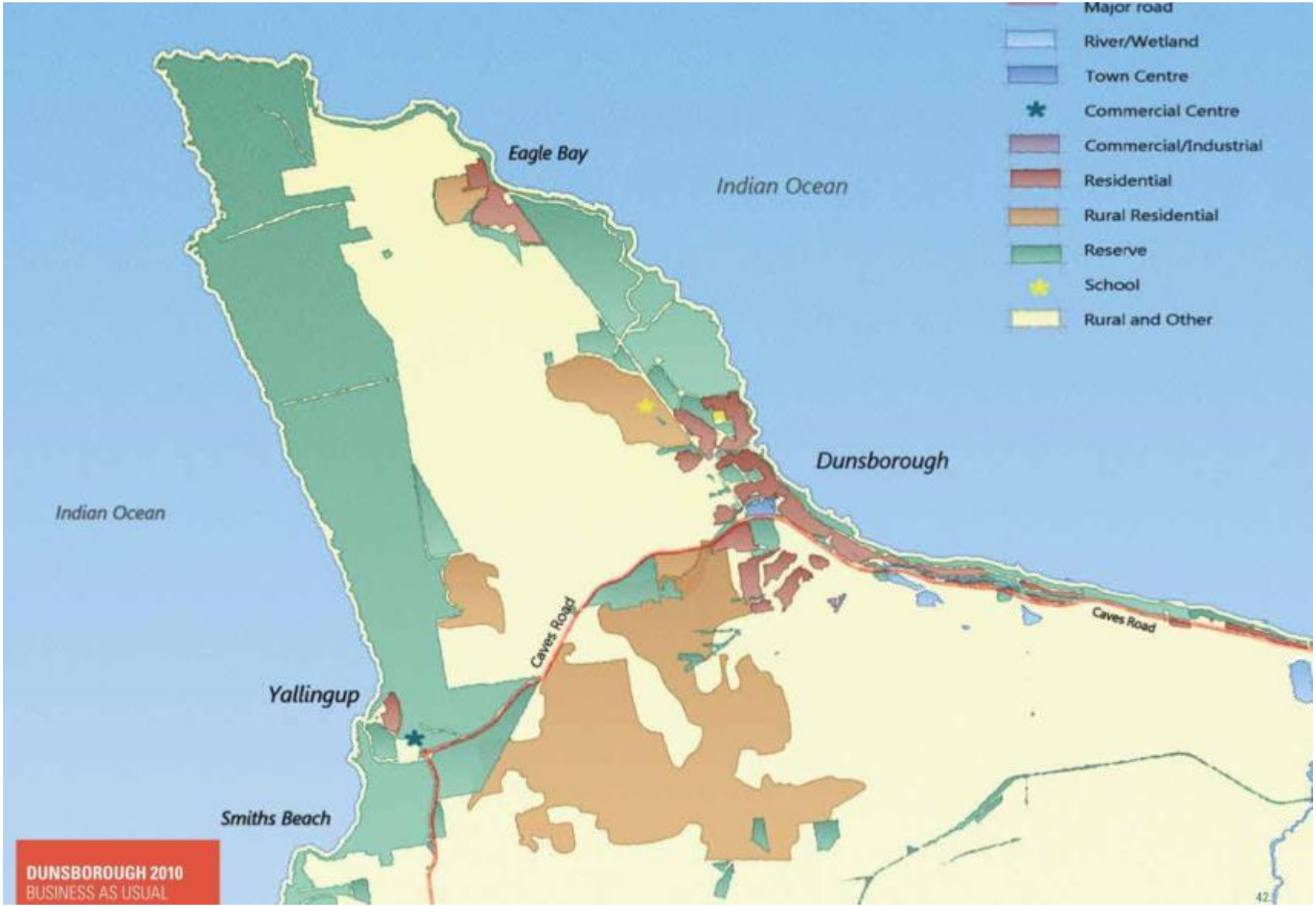
Vasse
Vasse River
Vasse Highway
Sues Road
Sabina River
BUSSELTON 2030
BUSINESS AS USUAL
40


SCENARIO 1: BUSINESS AS USUAL
Major road
River/Wetland
Town Centre
Commercial Centre
Commercial/Industrial
Residential
Residential Consolidation
Rural Residential
Rural Residential Consolidation
Reserve
Airport
School
Rail Line
Rural and Other
Indian Ocean
Busselton
Caves Road
Bussell Highway
Busselton Bypass
Vasse
Vasse River
Vasse Highway
Sues Road
Sabina River
Busselton Outer Bypass
BUSSELTON 2050
BUSINESS AS USUAL


Major road
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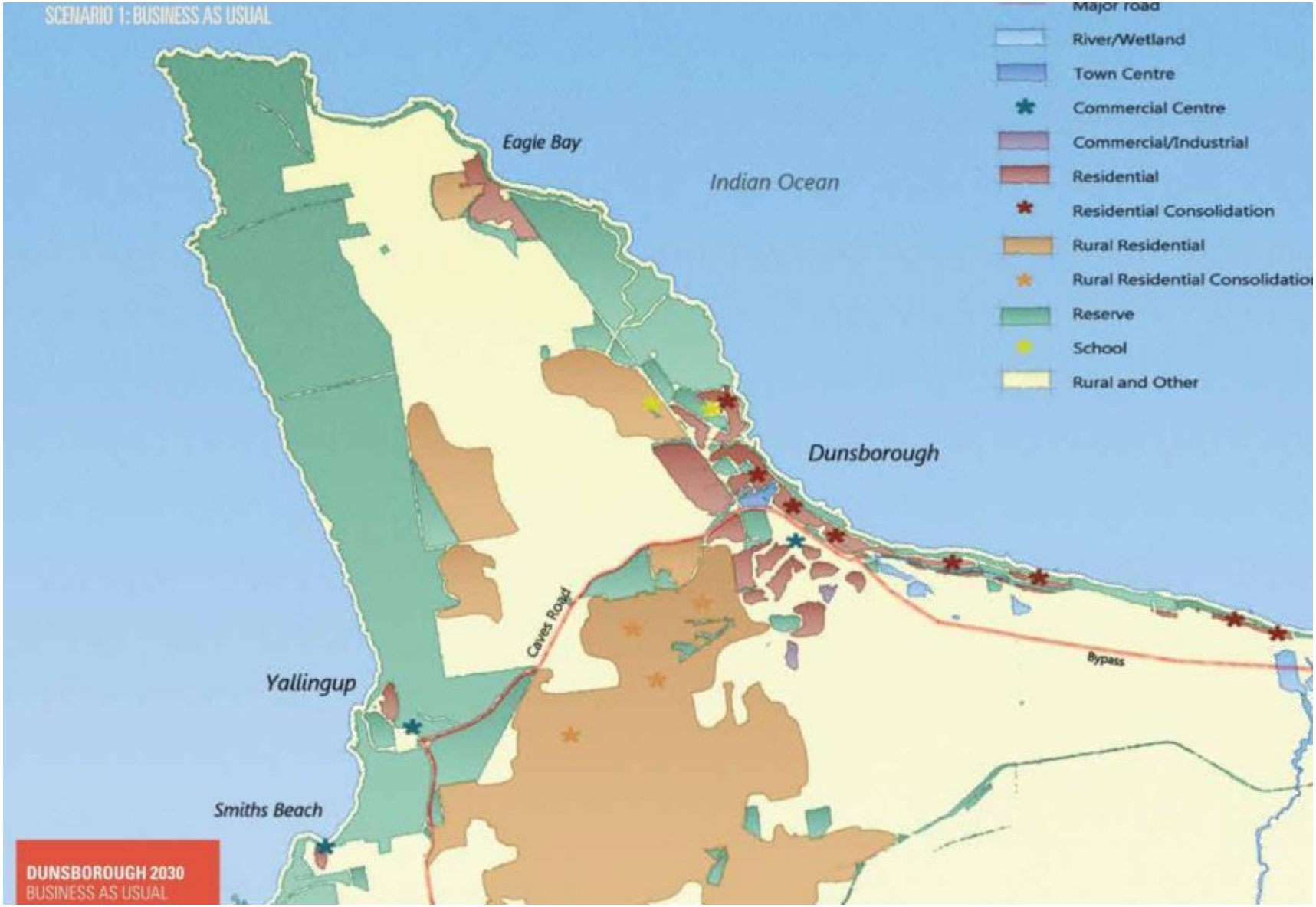
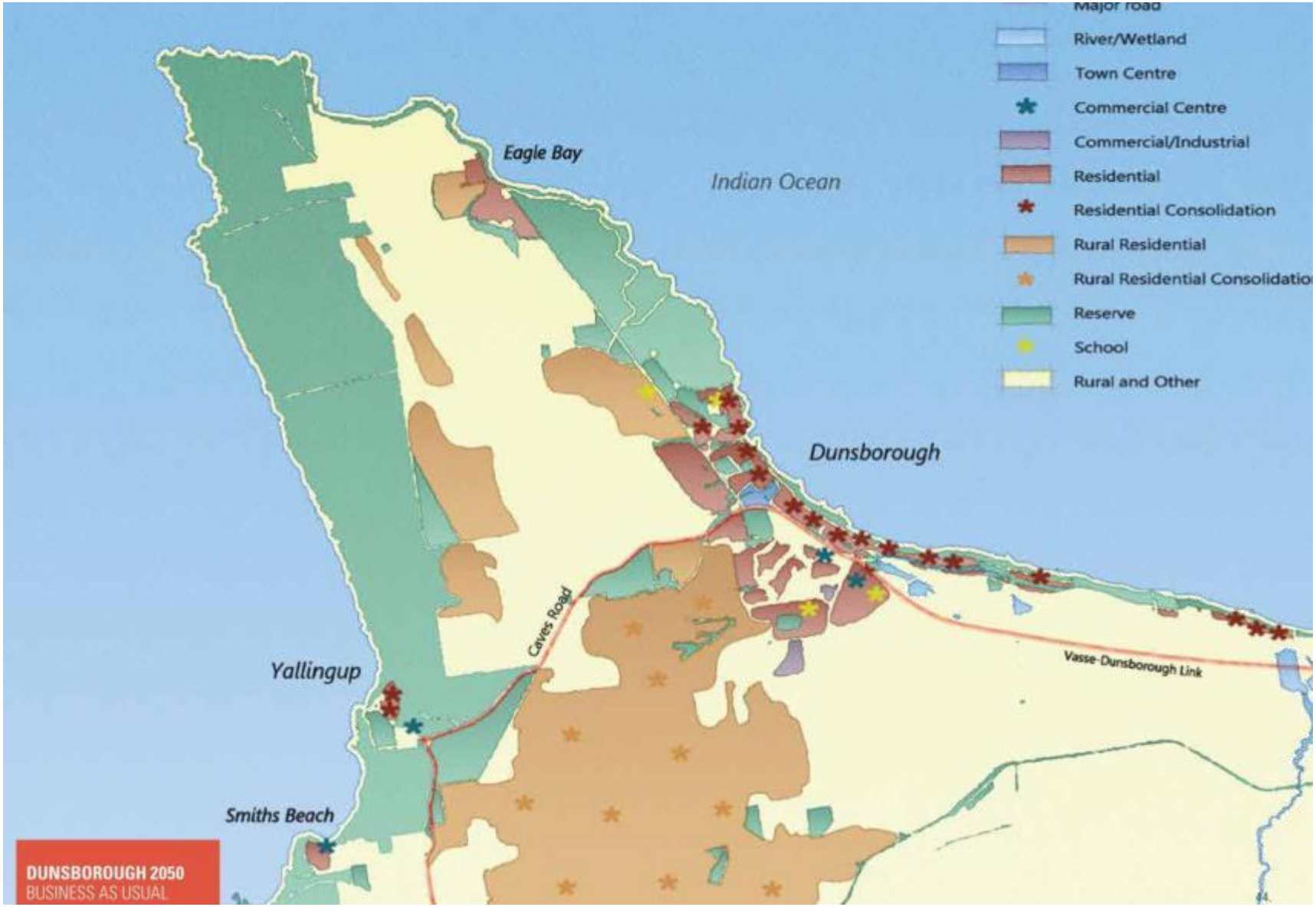
Yallingup
Smiths Beach
DUNSBOROUGH 2010
BUSINESS AS USUAL


SCENARIO 1: BUSINESS AS USUAL
Major road
River/Wetland
Town Centre
Commercial Centre
Commercial/Industrial
Residential
Residential Consolidation
Rural Residential
Rural Residential Consolidatio
Reserve
School
Rural and Other
Eagle Bay
Indian Ocean
Dunsborough
Caves Road
Bypass
Yallingup
Smiths Beach
DUNSBOROUGH 2030
BUSINESS AS USUAL


Major Road
River/Wetland
Town Centre
Commercial Centre
Commercial/Industrial
Residential
Residential Consolidation
Rural Residential
Rural Residential Consolidatio
Reserve
School
Rural and Other
Eagle Bay
Indian Ocean
Dunsborough
Caves Road
Vasse-Dunsborough Link
Yallingup
Smiths Beach
DUNSBOROUGH 2050
BUSINESS AS USUAL

## 4.0 SCENARIO 2: CONSTRAINED GROWTH

This scenario assumes that planning regulations to the extent that might be reasonably possible are changed so that growth and change are constrained and changes that would encourage growth or change are not supported. This could also be called the 'character-driven' scenario and represents the outcomes that might occur if the maintenance of the existing visual and physical character of the City was seen as the highest priority.

This scenario assumes that four important planning/development outcomes that are currently being progressed do not eventuate:

1. The planned footprint of the Busselton city centre does not expand to the south-west to include some additional land along Bussell Highway and West Street.
2. Development of the Busselton foreshore (in terms of tourist accommodation, cafes etc.) along the lines set out in the Busselton Foreshore Master Plan does not occur.
3. The Busselton Regional Airport is not upgraded and does not attract inter-state or international services.
4. Additional land is not identified for industrial and commercial development to the south and east of the airport (Airport South).

Scenario 2 is illustrated at the end of this chapter in indicative form and described in terms of the ten key themes identified in the background section of this document.



## Population and housing

Most population growth and new housing will be accommodated within existing, planned residential growth areas at Yalyalup, Vasse Newtown, Dunsborough Lakes, Port Geographe, Ambergate North and South Broadwater. No further growth areas will be supported and sometime after 2030 planning regulations will begin to restrict population growth. The choice of new lots and housing product will also be substantially reduced and there will be significantly increased upward pressure on housing prices.

The average lot size in the growth areas would remain around 500 square metres (i.e. 'R20' residential densities) with a small number of larger lots and a small number of smaller lots and unit sites but very little at densities higher than 'R40'. Some redevelopment and consolidation will occur in existing urban areas, especially in and around the Busselton city centre and Dunsborough town centre but almost nothing at densities higher than 'R40' and almost entirely as 'units' or 'villas' rather than apartments. The powers set out in clause 58 in our current town planning scheme would be removed avoiding relatively unplanned development at 'R30' or 'R40' densities in generally lower density areas. Units at 'R30' densities in existing urban areas will become a major part of our new housing supply as we approach 2030.

Larger rural-residential or 'lifestyle' lots will continue to be developed in already zoned areas in Commonage and Vasse through until around 2030 but flexibility in relation to lot sizes and density will be reduced, reducing effective land supply. Finding sites for aged persons' accommodation will also become extremely difficult and pressures to allow residential occupation of tourism developments will grow substantially.

## Employment and economy

Industrial areas at Airport North and Vasse Newtown will provide land supply for industrial, transport and service commercial employment but the available supply will be limited beyond about 2030. Loss of identified light industrial land at Dunsborough will substantially reduce potential for industrial, transport and service commercial employment and services in the western part of the City. Growth of office and retail jobs will also be limited by lack of land supply.

Increases in inter-state and international tourism and development of new industries reliant upon air travel will not occur. Increases in the density and vibrancy of the Busselton city centre and Dunsborough town centre that would assist in creating an environment that would further encourage creative and professional workers to locate in the City will also not occur reducing our capacity to develop or grow industries that require those skills.

If pressures to allow residential occupation of tourism developments result in tourism land being converted to residential use, many of the sites most attractive for tourism use will cease to be available for tourism. Land availability issues will also reduce our ability to attract aged-care, education and other service related jobs and industries.

The proportion of the workforce commuting to jobs outside the City will be higher than the Business as Usual scenario with this scenario.

## Shopping and services

All new shops will be developed as intensification of the Busselton city centre, Dunsborough town centre and in currently planned new centres at Yalyalup, Vasse Newtown and Ambergate North. Beyond 2030 any further development of shops will occur as redevelopment/intensification of existing centres. Retention of the existing Busselton city centre footprint will result in major redevelopment in the existing Busselton city centre in coming years and on most major sites between now and 2030.

New government primary schools will be developed at Yalyalup, Vasse Newtown, Ambergate North and Dunsborough Lakes, but without the possibility of further schools being developed beyond 2030. A third government high school for the Busselton urban area will be developed at Ambergate North sometime beyond 2030 but there will be no government high school in the Dunsborough urban area. Significantly expanded and improved higher education facilities will be developed but university facilities are unlikely.

Lack of suitably located and serviced sites will hinder development of bulky goods retailing and some community, recreation and educational facilities, notably aged care and private education. Pressure to allow these kinds of services to be developed in poorly serviced or inappropriately located sites due to the lack of suitable alternatives will be resisted.

The scale and scope of services accessible locally will grow but more slowly than under the other scenarios, especially beyond 2030 and we will have to travel to Bunbury or Perth more often to access services than under other scenarios.

SCENARIO 2: CONSTRAINED GROWTH

### Basic infrastructure (roads, water, power etc.)

Transport infrastructure will continue to be upgraded as needs require and funds allow but the Vasse-Dunsborough Link may not be developed until after 2030 and the Busselton Outer Bypass may not be viable before 2050. A passenger rail corridor linking Busselton to Bunbury and Perth will have been identified but is unlikely to have been developed by 2050. The Busselton Regional Airport may remain as a small-scale civil airport but commercial services will instead have developed at an expanded or new airport in Greater Bunbury. Lack of planning and funds will also hamper improvements in the local road, pedestrian/cycle and public transport networks, especially north-south links.

Water and wastewater infrastructure will continue to be expanded to cope with growing demands, but lack of planning and funds however, may mean wastewater re-use schemes are not be developed. Energy and telecommunications infrastructure will also be progressively upgraded but because of lower growth beyond 2030, improvements will occur later than under other scenarios.

### Agriculture and rural areas

Existing, planned, residential and industrial growth areas will take up land that was previously used for agricultural purposes. Rural land at Ambergate South and Bovell will not be taken up for urban development.

No more rural land around Commonage and Vasse would be developed for large rural lifestyle lots other than that already identified for that purpose by the current planning framework.

The rural remainder of our City will be largely unaffected under this scenario. The diversity of our rural and natural landscape will be maintained.

The value of our agricultural and rural areas in terms of agricultural production, extractive industry, food and wine sales and tourism generally would continue to make a significant contribution to our economy.

### Biodiversity and environment

Significant areas of remnant vegetation will be protected mostly by State and Commonwealth laws. More creative and integrated ways of supporting biodiversity such as the development of ecological linkages may however, not emerge.

New urban areas will be developed in a way that minimizes potential affects on water quality. Active steps to reduce the water quality impacts of existing urban areas and agricultural activities may though, not receive significant attention. The affect will be slow but steady and continued declines in water quality.

The winding back of existing development expectations and opposition to identification of further growth areas will reduce biodiversity risks.

### Environmental change and risks

Coastal flooding and inundation risks would be addressed via a conscious 'managed retreat' strategy with intensification of development in near-coastal areas not permitted and with existing development being removed to allow the shoreline to progressively move inland.

A winding back of development expectations in rural-residential areas especially in the Commonage will reduce potential bush fire risk as less people will be living in higher-risk locations.

### Lifestyle and character

Continued growth and other changes will inevitably change the character of our district but that will occur in a fairly progressive way. Some of the 'small town' feel of Busselton especially though, will be lost. Busselton and Dunsborough will remain separated by 'green belts' and maintain unique and separate characters. After 2030 the rate of change will slow considerably.

The character of some areas and some streets will change more significantly as units are developed or new growth areas extend into what is currently farming land. An increasing proportion of our population will live a little further away from the coast, probably having a less intimate relationship with the coast and the beach and orientating their lives around new shopping streets, schools and community facilities in our growth areas.

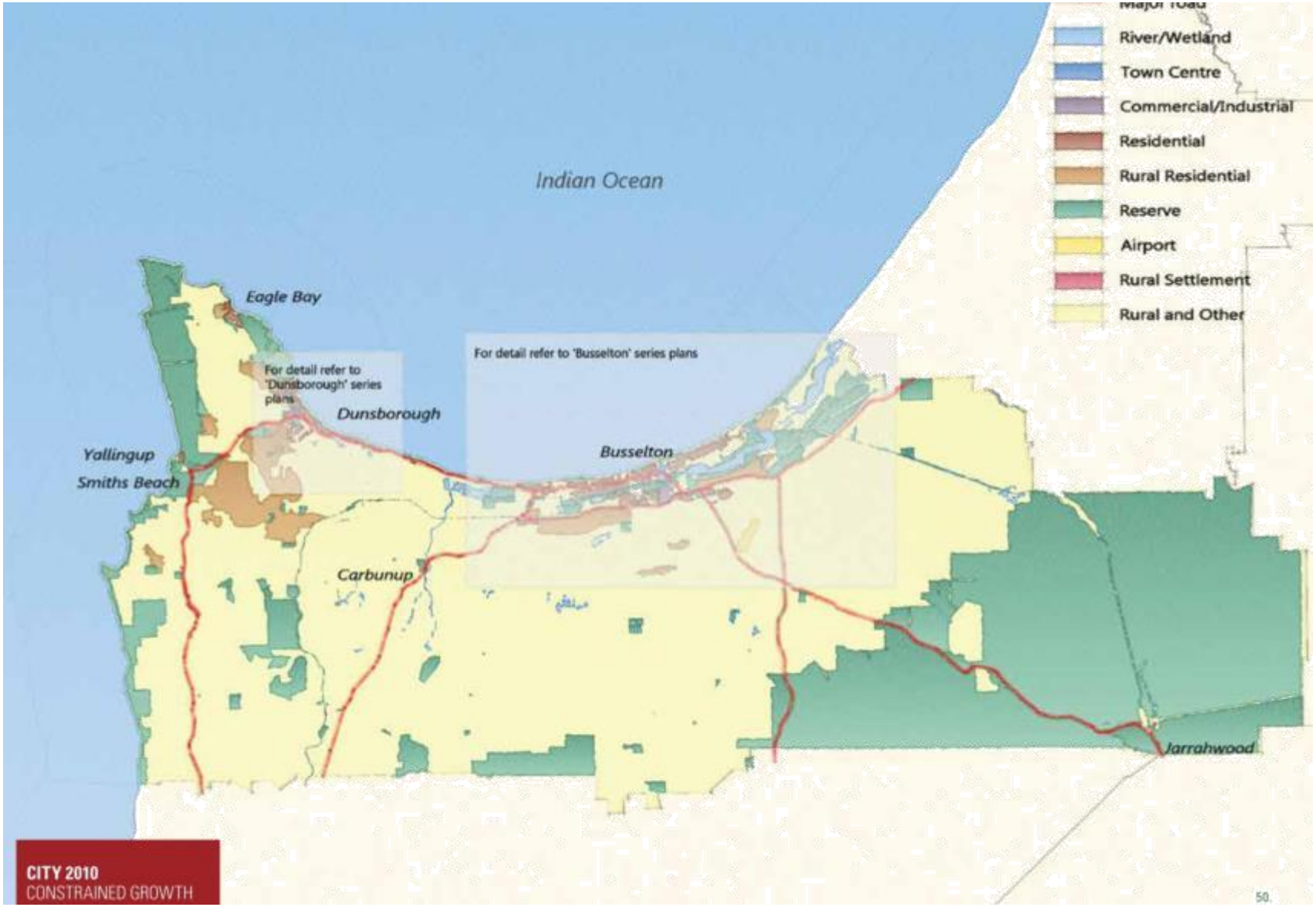
Less growth in the range of services and facilities available locally will mean less reduction in the need to travel to Bunbury or Perth, reducing the growth of local identify.

### Sustainability

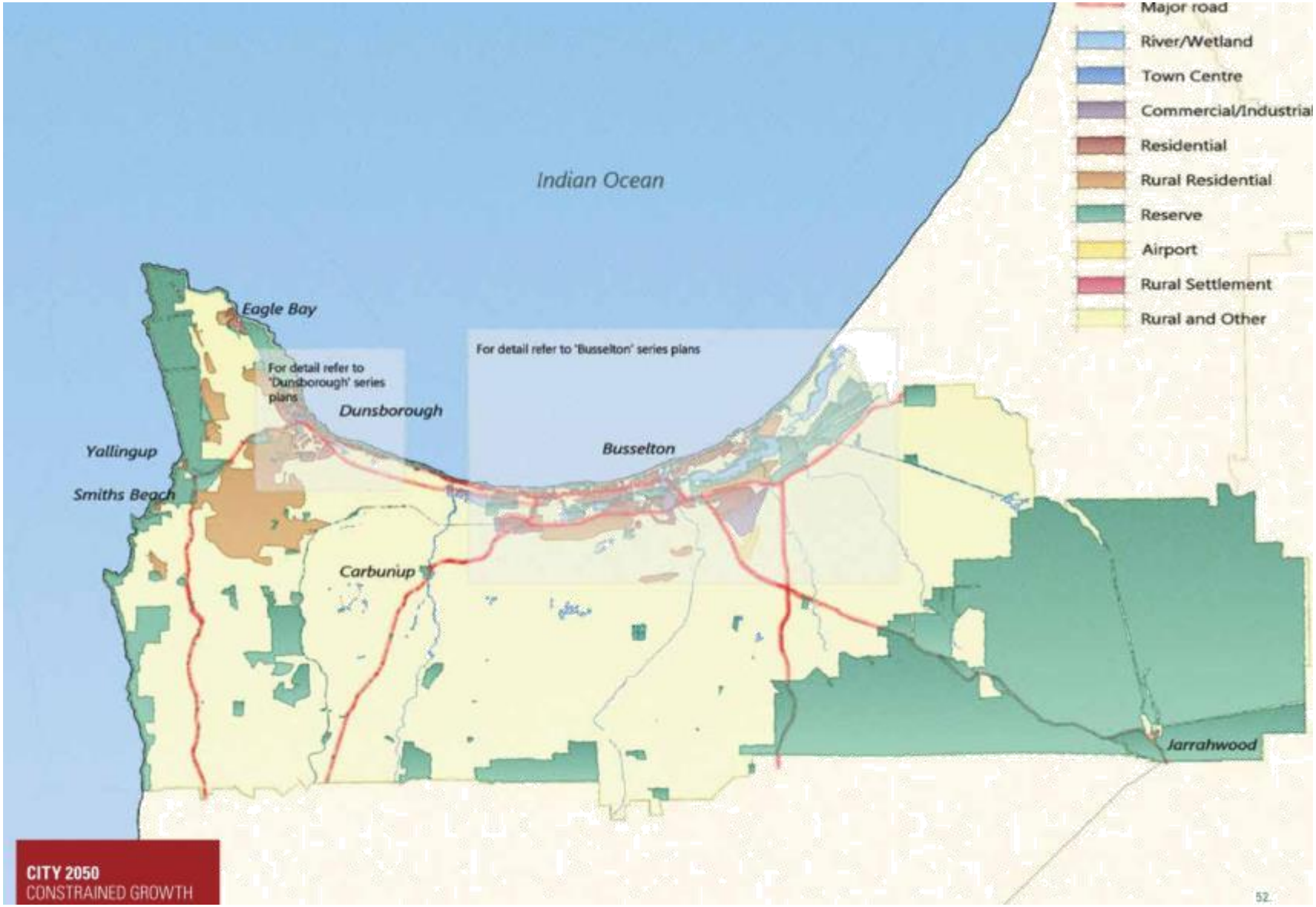
Urban development will be predominantly low density and spread over a broad area around Busselton and Dunsborough with very limited pockets of higher density.


SHAPE OUR PLACE... SHAPE OUR FUTURE
City of Busselton
Additional urban development will not however, be supported in rural and coastal areas. There will be a small increase in the housing choices available, but the vast majority of housing will remain single, detached dwellings. Housing affordability concerns will grow as delivery of new housing is constrained.
Transport will continue to be car-based with very limited opportunities for viable public transport.
Governance and planning framework
Most of our existing planning framework would be retained with the exception of two key elements. Firstly, provisions allowing redevelopment or consolidation of existing urban areas would be removed. Secondly, identified new growth areas where development has not commenced would not be allowed to develop. Because of continued growth pressures and the lack of new planning, conflicts and inconsistencies between Commonwealth, State and local plans and initiatives (including infrastructure development and environmental protection) would grow and increase costs and uncertainties for the community and developers. The City would strongly resist becoming part of a regional planning scheme area as that could lead to the State allowing development that the City did not support.




River/Wetland
Town Centre
Commercial/Industrial
Residential
Rural Residential
Reserve
Airport
Rural Settlement
Rural and Other
Indian Ocean
Eagle Bay
For detail refer to 'Dunsborough' series plans
Dunsborough
For detail refer to 'Busselton' series plans
Busselton
Yallingup
Smiths Beach
Carbunup
Jarrahwood
CITY 2010
CONSTRAINED GROWTH
50.


SCENARIO 2: CONSTRAINED GROWTH
Indian Ocean
River/Wetland
Town Centre
Commercial/Industr
Residential
Rural Residential
Reserve
Airport
Rural Settlement
Rural and Other
Eagle Bay
For detail refer to 'Dunsborough' series plans
Dunsborough
For detail refer to 'Busselton' series plans
Busselton
Yallingup
Smiths Beach
Carbunup
Jarrahwood
CITY 2030
CONSTRAINED GROWTH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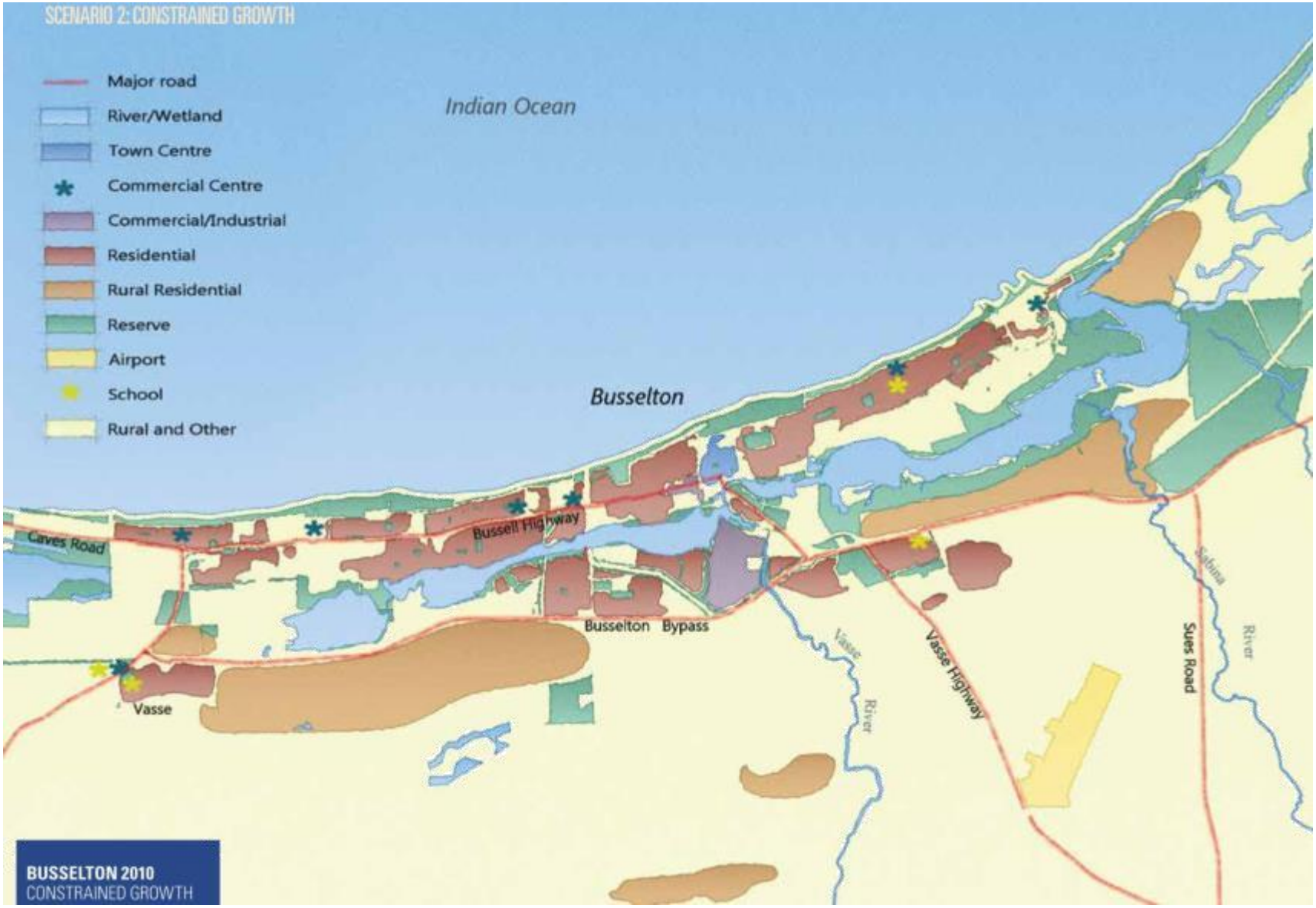
Indian Ocean
Eagle Bay
For detail refer to 'Dunsborough' series plans
Dunsborough
For detail refer to 'Busselton' series plans
Busselton
Yallingup
Smiths Beach
Carbunup
Jarrahwood
CITY 2050
CONSTRAINED GROWTH
52


SCENARIO 2: CONSTRAINED GROWTH
Major road
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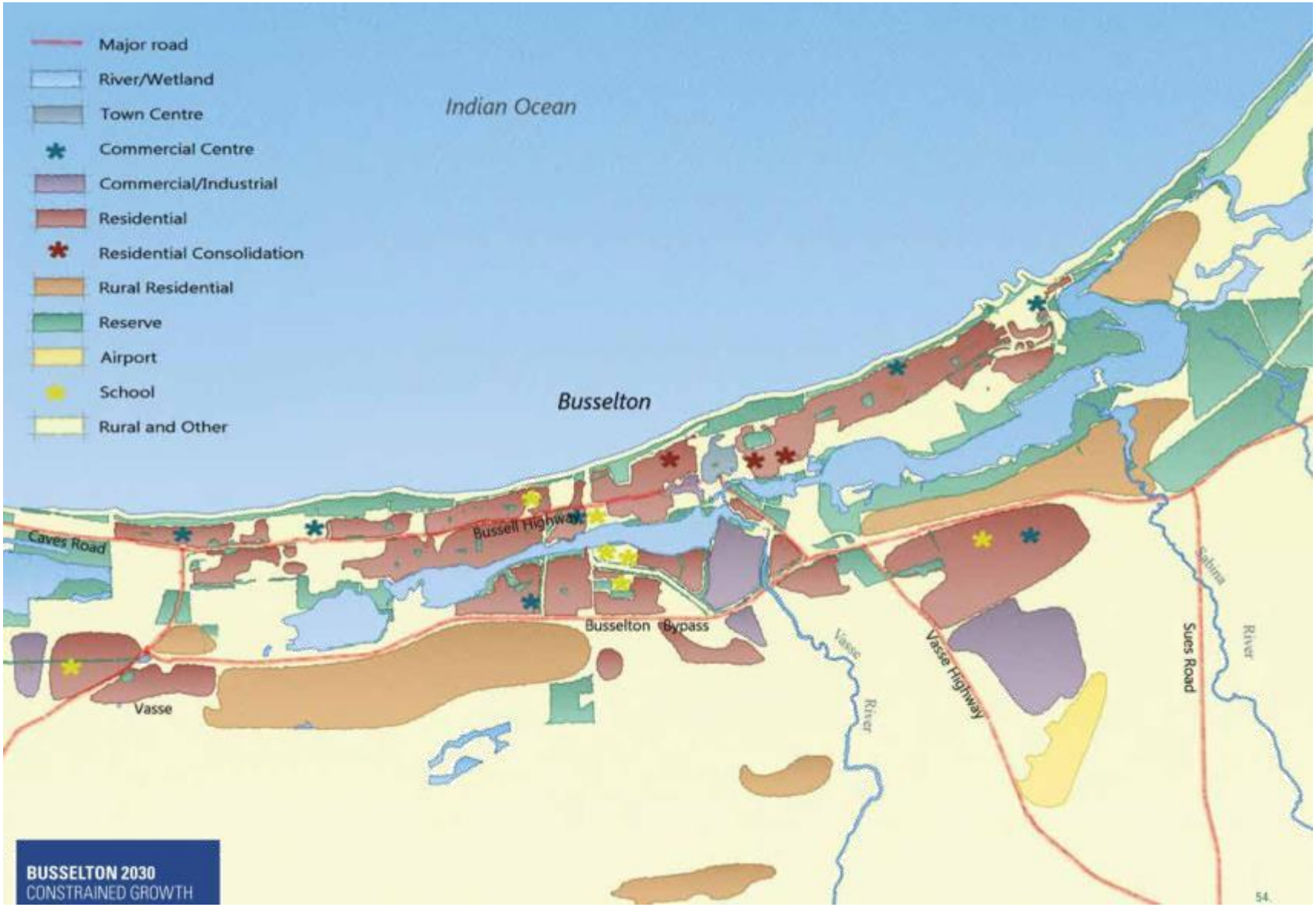
Town Centre
Commercial Centre
Commercial/Industrial
Residential
Rural Residential
Reserve
Airport
School
Rural and Other
Indian Ocean
Busselton
Caves Road
Bussell Highway
Busselton Bypass
Vasse
Vasse River
Vasse Highway
Sues Road
Sabina River
BUSSELTON 2010
CONSTRAINED GROWTH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Airport
School
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Busselton
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Vasse
Vasse River
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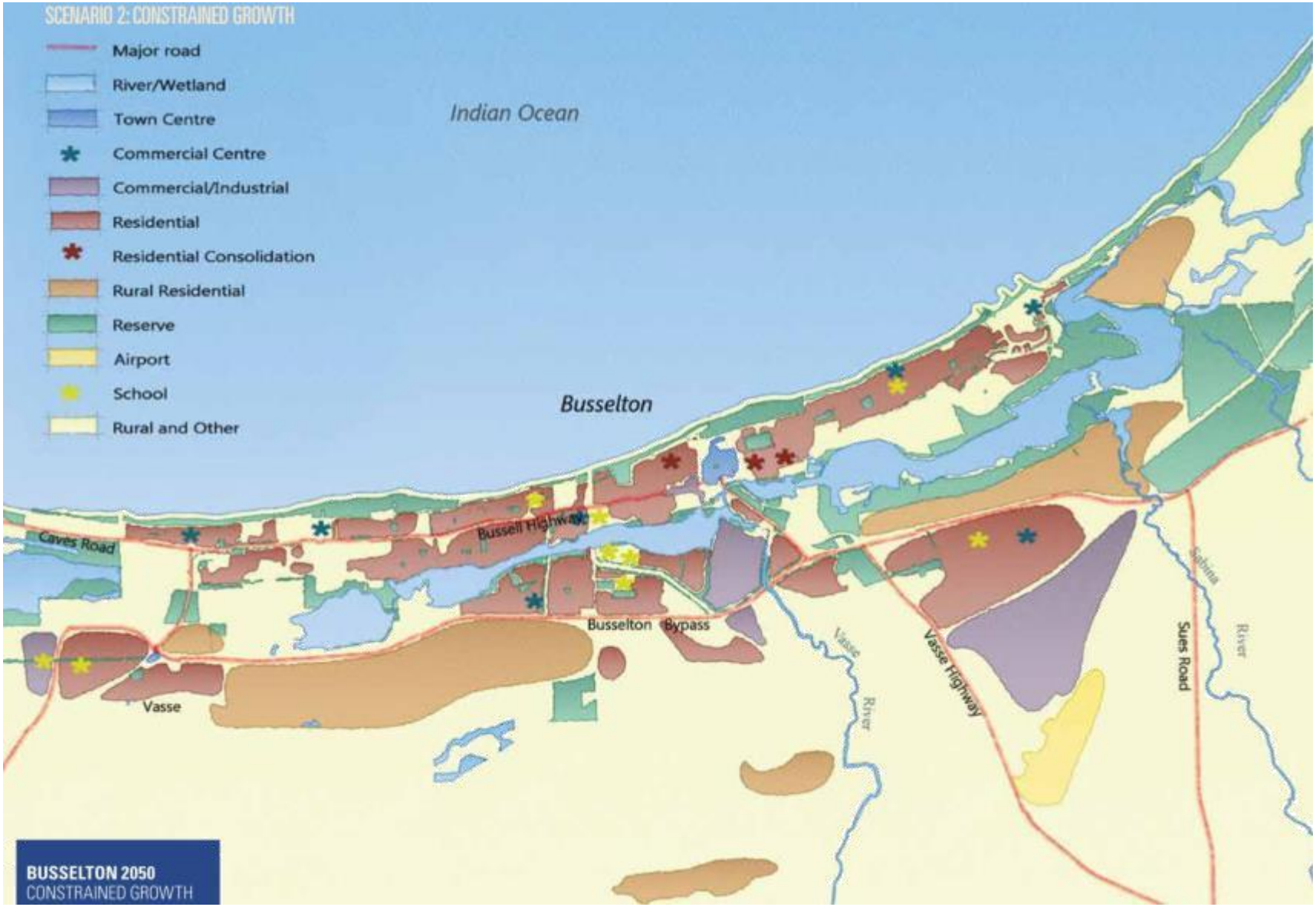
Sues Road
Sabina River
BUSSELTON 2030
CONSTRAINED GROWTH
54


SCENARIO 2: CONSTRAINED GROWTH
Major road
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Commercial Centre
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Residential
Residential Consolidation
Rural Residential
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Busselton
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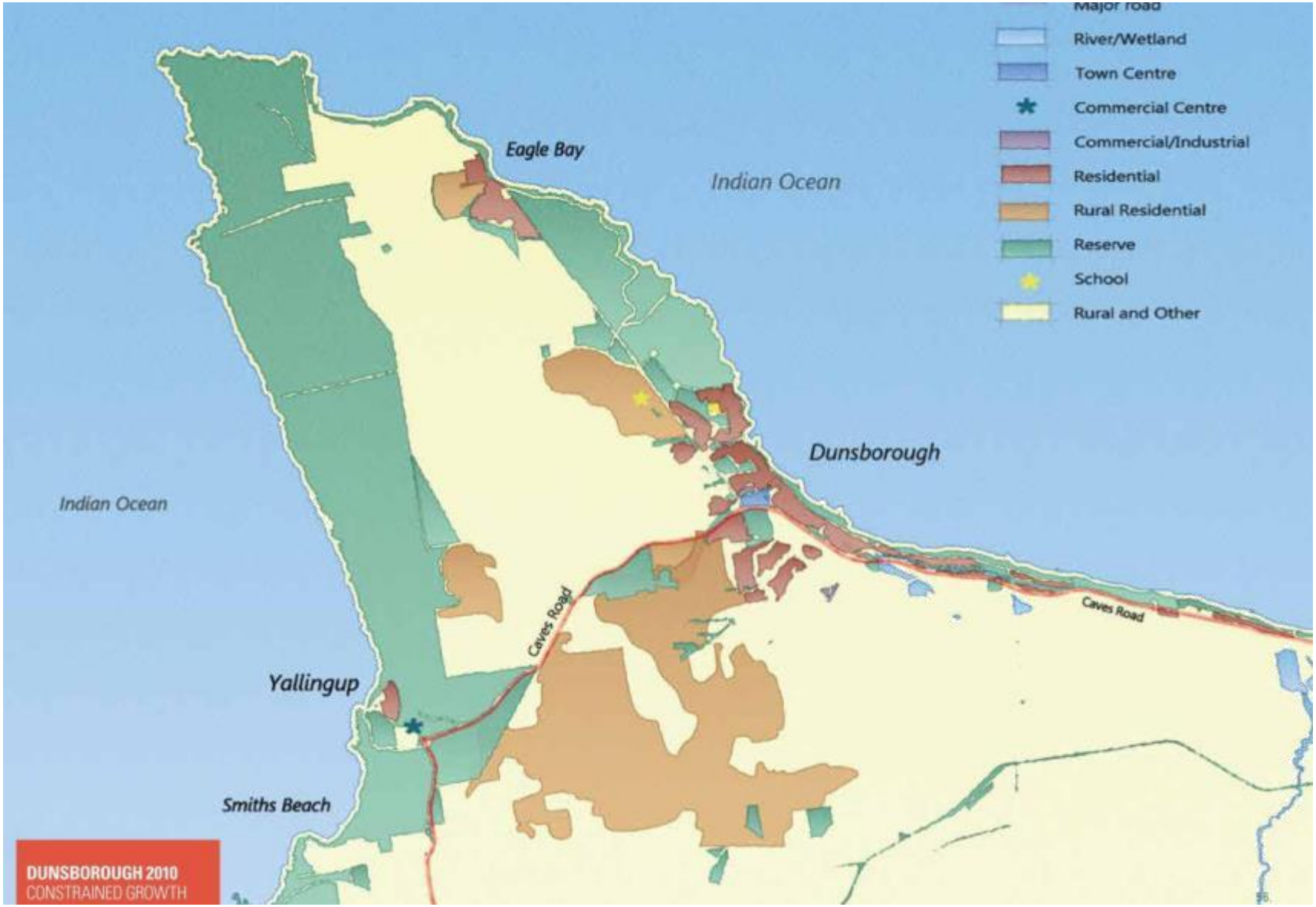
Vasse
Vasse River
Vasse Highway
Sues Road
Sabina River
BUSSELTON 2050
CONSTRAINED GROWTH


Major Road
River/Wetland
Town Centre
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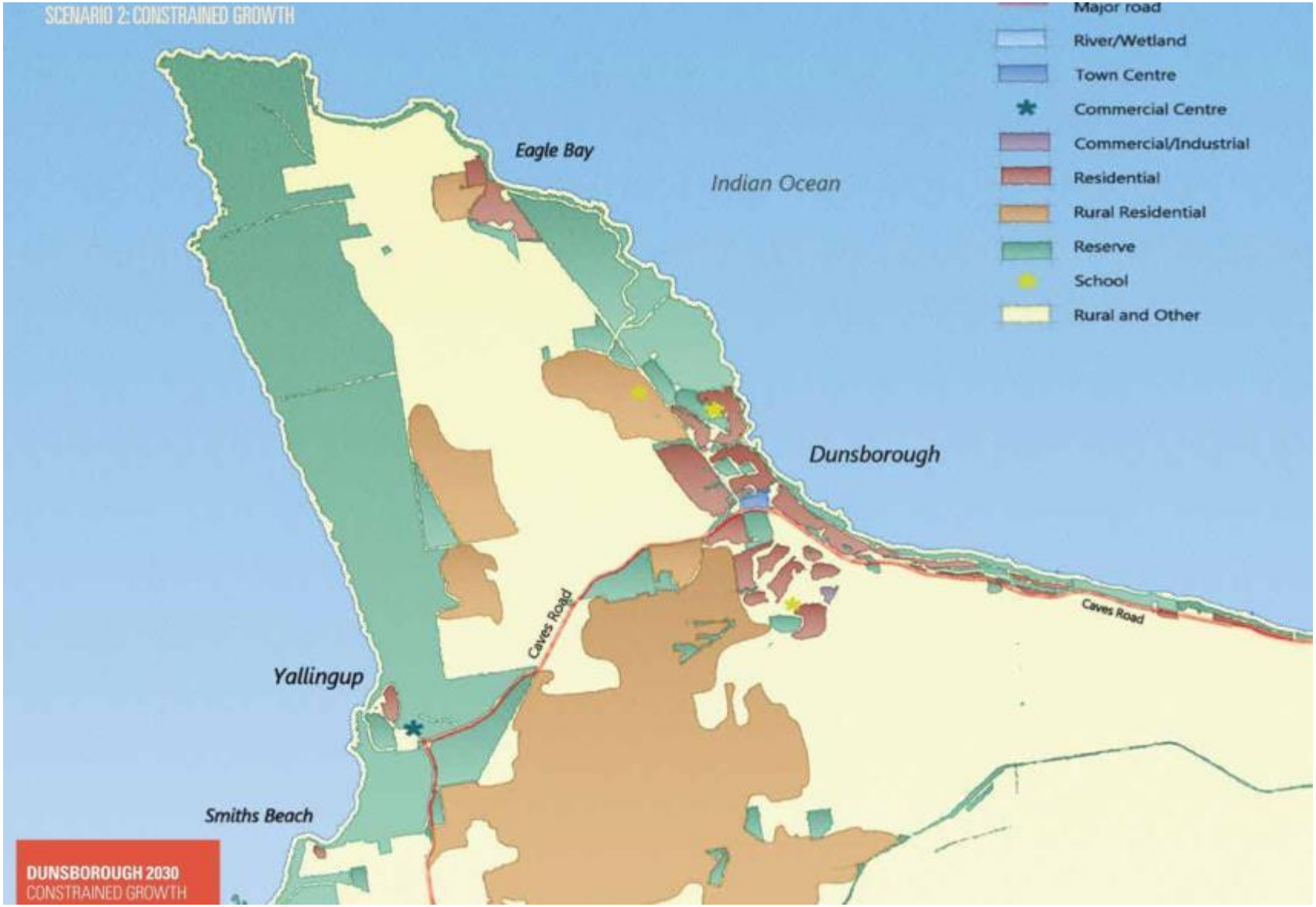
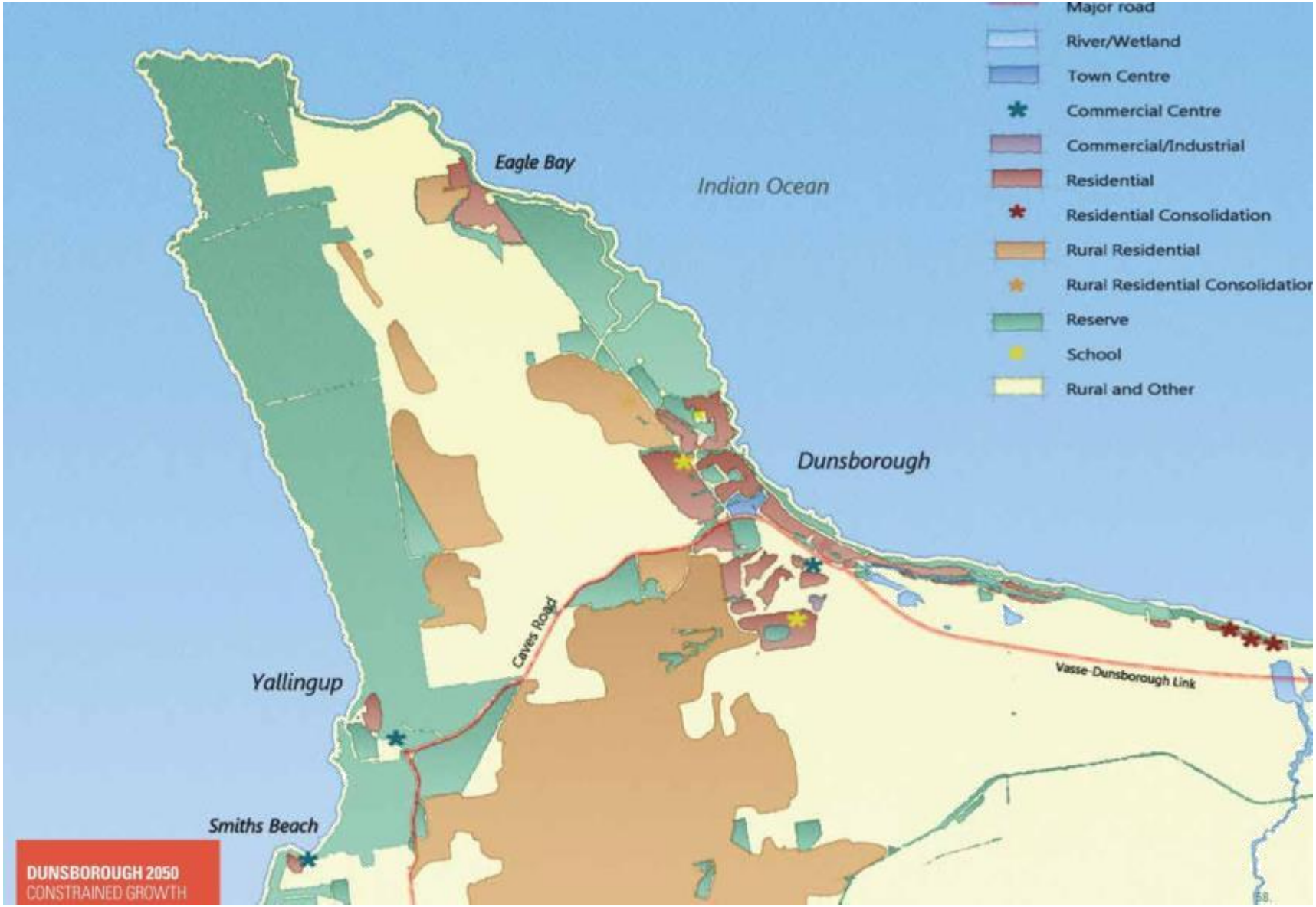
Residential
Rural Residential
Reserve
School
Rural and Other
Eagle Bay
Indian Ocean
Dunsborough
Indian Ocean
Caves Road
Caves Road
Yallingup
Smiths Beach
DUNSBOROUGH 2010
CONSTRAINED GROWTH


SCENARIO 2: CONSTRAINED GROWTH
Major road
River/Wetland
Town Centre
Commercial Centre
Commercial/Industrial
Residential
Rural Residential
Reserve
School
Rural and Other
Eagle Bay
Indian Ocean
Dunsborough
Caves Road
Caves Road
Yallingup
Smiths Beach
DUNSBOROUGH 2030
CONSTRAINED GROWTH


Major road
River/Wetland
Town Centre
Commercial Centre
Commercial/Industrial
Residential
Residential Consolidation
Rural Residential
Rural Residential Consolidation
Reserve
School
Rural and Other
Eagle Bay
Indian Ocean
Dunsborough
Caves Road
Vasse-Dunsborough Link
Yallingup
Smiths Beach
DUNSBOROUGH 2050
CONSTRAINED GROWTH

## 5.0 SCENARIO 3: FOCUSED GROWTH

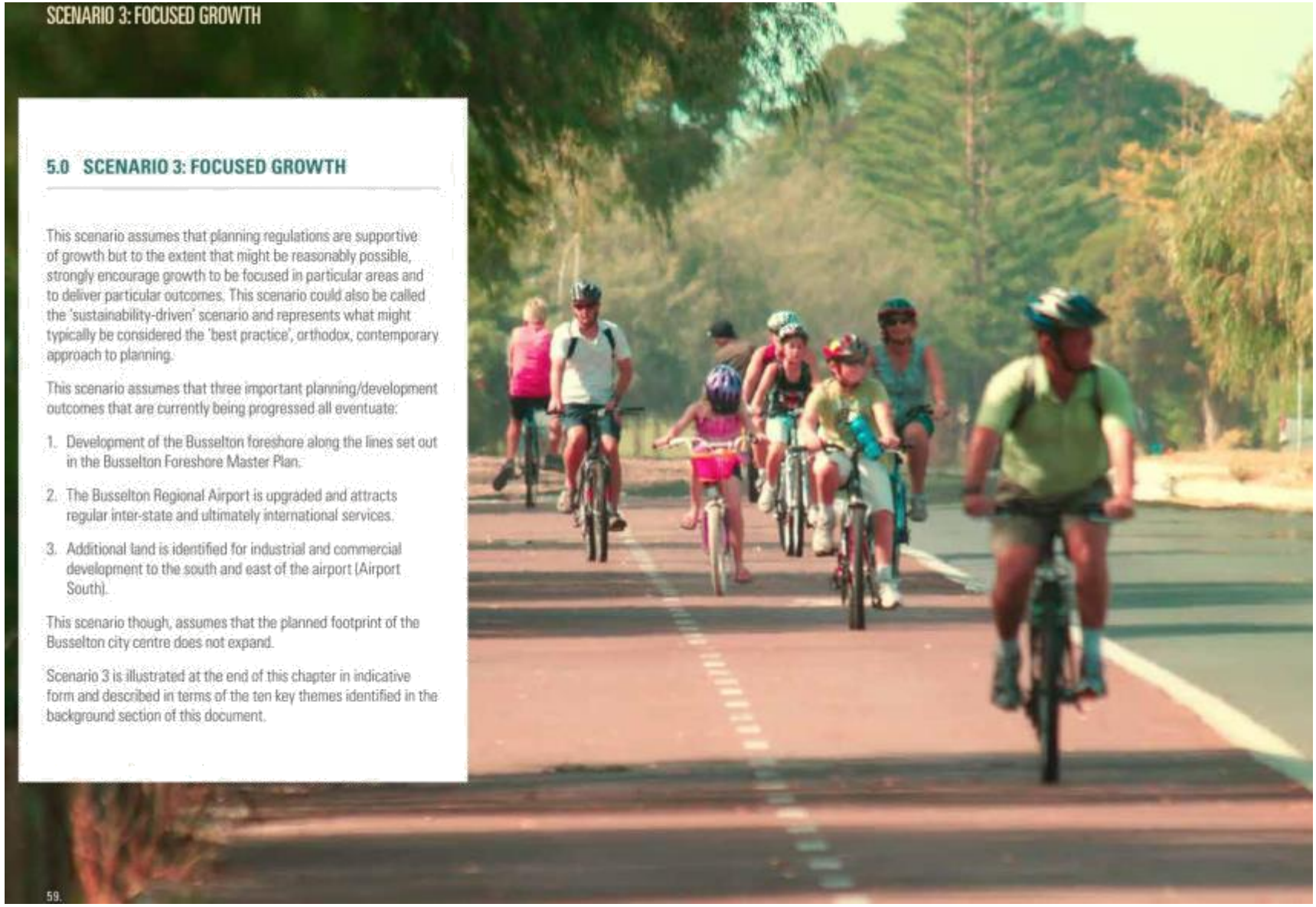
This scenario assumes that planning regulations are supportive of growth but to the extent that might be reasonably possible, strongly encourage growth to be focused in particular areas and to deliver particular outcomes. This scenario could also be called the 'sustainability-driven' scenario and represents what might typically be considered the 'best practice', orthodox, contemporary approach to planning.

This scenario assumes that three important planning/development outcomes that are currently being progressed all eventuate:

1. Development of the Busselton foreshore along the lines set out in the Busselton Foreshore Master Plan.
2. The Busselton Regional Airport is upgraded and attracts regular inter-state and ultimately international services.
3. Additional land is identified for industrial and commercial development to the south and east of the airport (Airport South).

This scenario though, assumes that the planned footprint of the Busselton city centre does not expand.

Scenario 3 is illustrated at the end of this chapter in indicative form and described in terms of the ten key themes identified in the background section of this document.



## Population and housing

Most population growth and new housing will be accommodated within existing, planned, residential growth areas at Yalyalup, Vasse Newtown, Dunsborough Lakes, Port Geographe, Ambergate North and South Broadwater. Minor expansions of planned growth areas especially in Dunsborough will be identified now and development at Bovell will only be considered if absolutely needed. Alternative less environmentally constrained areas will be identified and considered before a firm decision is made to support development at Ambergate South.

Opportunities to increase densities in existing planned residential growth areas will also generally be supported, steadily increasing effective land supply and allowing more population growth to occur before new growth areas need to be developed. The average lot size in the growth areas would be progressively reduced to around 300 square metres (i.e. 'R30' residential densities),with the number of lots larger than 500 square metres being reduced and opportunities for apartments and other kinds of medium to high density development being increased in new growth areas.

Opportunities for redevelopment and consolidation in existing urban areas will be increased, especially within 1.0-1.5 kilometres of the Busselton city centre and Dunsborough town centre with densities of up to 'R160' in or close to the two centres and up to 'R80' or 'R100' over a broader area. In some instances in existing urban areas within around 500 metres of smaller commercial centres, development at up to an 'R80' or 'R100' density might also be supported. The areas where more intensive development is allowed would be progressively expanded. The powers set out in clause 58 in our current town planning scheme would be removed avoiding relatively unplanned development at 'R30' or 'R40' densities in generally lower density areas.

Larger rural-residential or 'lifestyle' lots will continue to be developed in already zoned areas in Commonage and Vasse through until around 2030 but opportunities to reduce average lot sizes in new areas and re-subdivide some existing lots will be supported to increase effective land supply. Expansion of existing and planned areas identified for lifestyle lots will however, not be supported and by 2050 there will be no further opportunities for subdivision of new lifestyle lots. In the planning of new growth areas, identification of land for aged persons' accommodation, education and community facilities will be a high priority. Because a number of other opportunities for apartment style development in appropriate locations will be provided for pressures to allow residential occupation of tourism developments will reduce.

There will be greater diversity of housing supply but less change in most existing residential areas (other than adjacent to commercial centres and community focal points) than would occur under either of the first two scenarios. There will also be less upward pressure on housing prices generally although the premium paid for larger lots may increase.

## Employment and economy

Industrial areas at Airport North, Vasse Newtown, Dunsborough and Airport South will ensure sufficient land is available for industrial, transport and service commercial employment, allowing the range of employment and services available in the City to grow substantially. Not expanding the Busselton city centre footprint may reduce growth of retail jobs in Busselton but allowing office uses in residential areas near the centre will mean that growth in office employment is not constrained. Additional land for office and retail uses will be identified in Dunsborough, increasing opportunities for business development and employment there.

Upgrading of the airport and other transport and infrastructure improvements will also assist in development of inter-state and international tourism and development of new industries. Increases in the density and vibrancy of the Busselton city centre and Dunsborough town centre that will assist in creating an environment that would further encourage creative and professional workers to locate in the City will occur, increasing our capacity to develop or grow industries that require those skills.

Pressures to allow residential occupation of tourism developments will be less and tourism land will remain available for that purpose. A focus on identifying sites for aged care, education and other service related purposes will assist in attracting jobs in those areas.

The proportion of the workforce commuting to jobs outside the City will be lower than the Business as Usual scenario with this scenario.

## Shopping and services

Most new shops will be developed as intensification of the Busselton city centre, Dunsborough town centre and in currently planned new centres at Yalyalup, Vasse Newtown and Ambergate North. Beyond 2030 there may be a need for further but relatively small new centres in Bovell, Ambergate South and Dunsborough. Retention of the existing Busselton city centre footprint will result in major redevelopment in the existing Busselton city centre in coming years and on most major sites between now and 2030.

SCENARIO 3: FOCUSSED GROWTH

New government primary schools will be developed at Yalyalup, Vasse Newtown, Ambergate North and Dunsborough Lakes, with the possibility of further schools being developed in Bovell, Ambergate South and Dunsborough beyond 2030. A third government high school for the Busselton urban area will be developed at Ambergate North sometime beyond 2030 and a site will have been identified for a government high school in the Dunsborough urban area to be developed beyond 2030. Significantly expanded and improved higher education facilities will be developed possibly including university facilities beyond 2030.

Bulky goods retailing and community, recreation and educational facilities, notably aged care and education facilities will be planned for and conveniently located.

The scale and scope of facilities accessible locally will grow considerably and consistently and facilities will generally be conveniently located.

### Basic infrastructure (roads, water, power etc.)

Transport infrastructure will continue to be upgraded as needs require and funds allow with the Vasse-Dunsborough Link being developed around 2030 and the Busselton Outer Bypass around 2040. A passenger rail corridor linking Busselton to Bunbury and Perth will have been identified by 2030 and may be developed before 2050. Locals and visitors will enjoy direct air services from Busselton Regional Airport to the Eastern States and South-East Asia with the range of destinations steadily growing over time. Pro-active planning and funds will facilitate improvements in the local road, pedestrian/cycle and public transport networks, especially north-south links. More contained and intensive development will assist in delivery of improved public transport and support walking and cycling.

Water and wastewater infrastructure will continue to be expanded to cope with growing demands with wastewater re-use schemes improving the sustainability of our water supplies, especially for parks and ovals in the western part of the City. Energy and telecommunications infrastructure will also be progressively upgraded and because development will be more contained and intensive in some locations it will cheaper and easier to provide those upgrades.

### Agriculture and rural areas

Existing planned residential and industrial growth areas will take up land that was previously used for agricultural purposes. Rural land at Bovell may be taken up for urban purposes rather than Ambergate South.

No more rural land around Commonage and Vasse would be developed for large rural lifestyle lots other than that already identified for that purpose by the current planning framework. This scenario would support the consolidation of existing rural residential areas.

The emphasis on compact and consolidated urban growth would see the rural remainder of our City largely unaffected under this scenario. The diversity of our rural and natural landscape will be maintained.

The value of our agricultural and rural areas in terms of agricultural production, extractive industry, food and wine sales and tourism generally would continue to make a significant contribution to our economy.

### Biodiversity and environment

Significant areas of remnant vegetation will be protected mostly by State and Commonwealth laws. More creative and integrated ways of supporting biodiversity such as the development of ecological linkages will however, be encouraged.

New urban areas will be developed in a way that minimises potential affects on water quality. Active steps to reduce the water quality impacts of existing urban areas and agricultural activities will also receive significant attention. It is not clear those initiatives alone though would address all of our water quality concerns.

### Environmental change and risks

Planned intensification of development in near-coastal areas will only occur in areas where sustainable risk-management strategies for coastal flooding and erosion have been developed and where that is not possible a 'managed retreat' strategy will be applied. Coastal defences will be developed but in a planned and careful way to avoid side-effects and maintain community values (such as coastal reserves and beaches) and only where equitable and sustainable funding mechanisms are in place.

In the planning and development of rural-residential areas bush fire risk will be very carefully considered with cul-de-sacs and housing set within dense vegetation not permitted. Retro-fitting of some existing areas to reduce risks will also occur.

### Lifestyle and character

Continued growth and other changes will inevitably change the character of our district but that will occur in a fairly progressive




way. Some of the 'small town' feel of Busselton especially though, will be lost. Busselton and Dunsborough will remain separated by 'green belts' and maintain unique and separate characters.

The character of some areas and some streets will change more significantly as units are developed or new growth areas extend into what is currently farming land. An increasing proportion of our population will live a little further away from the coast, probably having a less intimate relationship with the coast and the beach and orientating their lives around new shopping streets, schools and community facilities in our growth areas. Positive steps to support redevelopment in and around town centres, however, will reduce pressures for unit development in more suburban areas and allow more people to live close to the beach if they wish.

Growth in the range of services and facilities available locally will reduce the need to travel to Bunbury or Perth and promote a greater sense of local identity.

## Sustainability

Urban development will still be predominantly low density and spread over a broad area around Busselton and Dunsborough, but there will be more planned pockets of higher density close to centres and the coast.

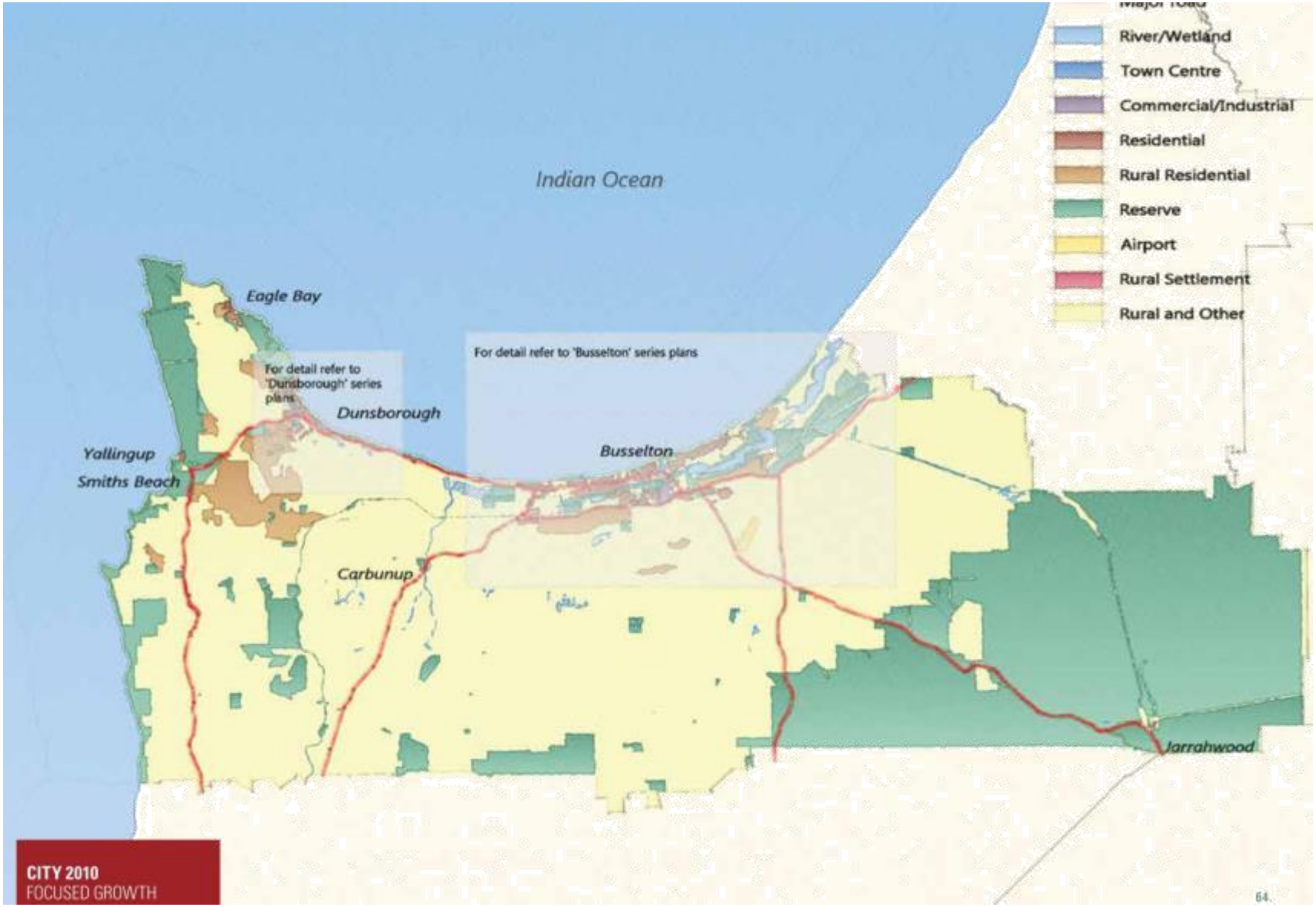
Additional urban development will not, however, be supported in rural and coastal areas. There will be significant increase in the housing choices available, but the majority of housing will remain single, detached dwellings.

Transport will continue to be car-based, but with greater opportunities for viable public transport because of more compact urban form and more pro-active planning.

## Governance and planning framework

Much of our existing planning framework would be retained, but significant changes would be made in some areas.– namely increasing permissible densities in some urban areas, identifying sites for community facilities at an early stage, limiting development in other coastal and rural areas, as well as promoting mixed residential and retail/commercial use in the town centres. The City would support creation of a regional planning scheme, as that would assist us in planning for and funding new infrastructure and open space/environmental corridors.


SCENARIO 3: FOCUSED GROWTH


River/Wetland
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Dunsborough
For detail refer to 'Busselton' series plans
Busselton
Yallingup
Smiths Beach
Carbunup
Jarrahwood
CITY 2010
FOCUSED GROWTH
64.


SCENARIO 3: FOCUSED GROWTH
Indian Ocean
Eagle Bay
For detail refer to 'Dunsborough' series plans
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For detail refer to 'Busselton' series plans
Busselton
Yallingup
Smiths Beach
Carbunup
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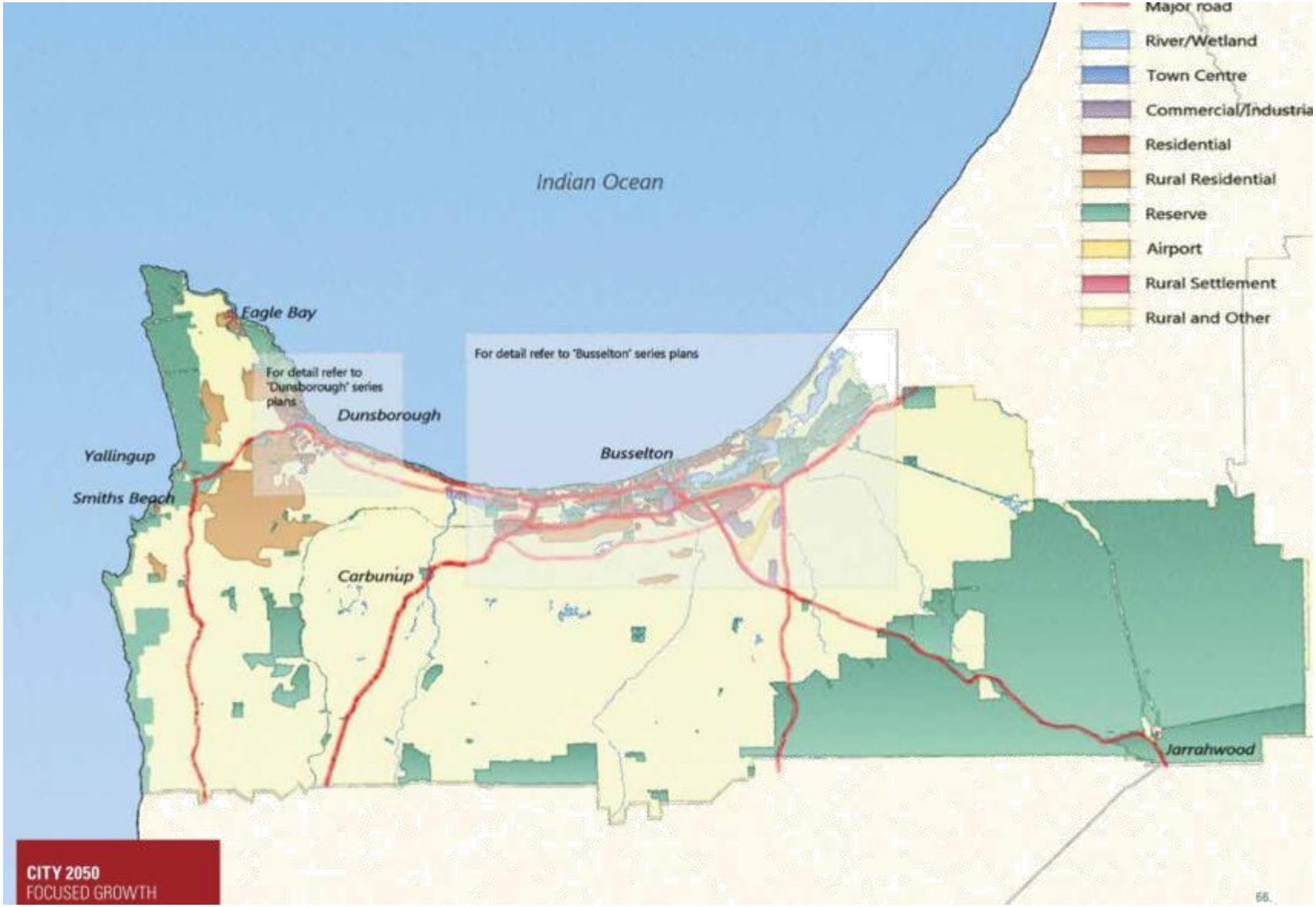
CITY 2030
FOCUSED GROWTH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For detail refer to 'Dunsborough' series plans
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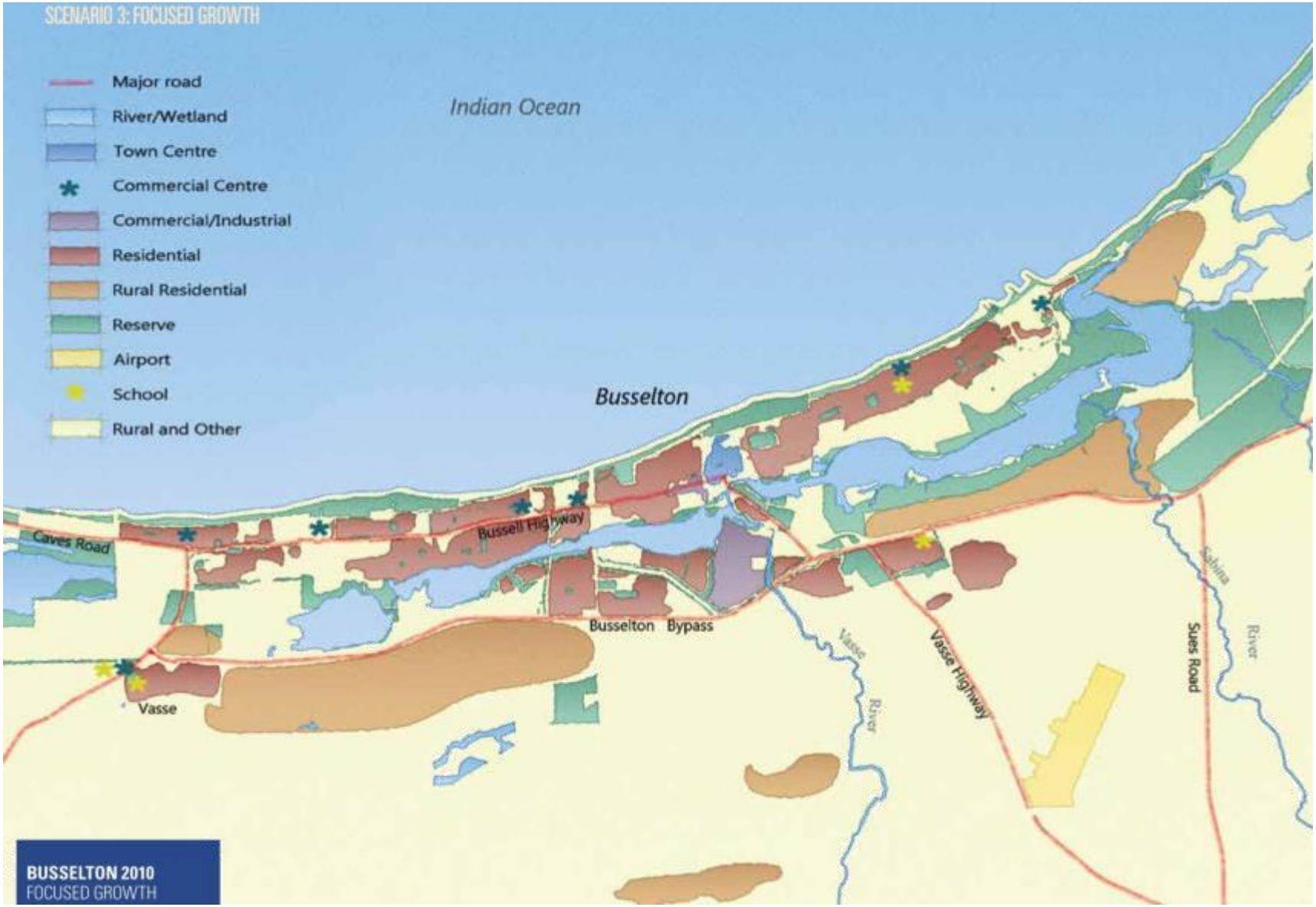
CITY 2050
FOCUSED GROWTH
66.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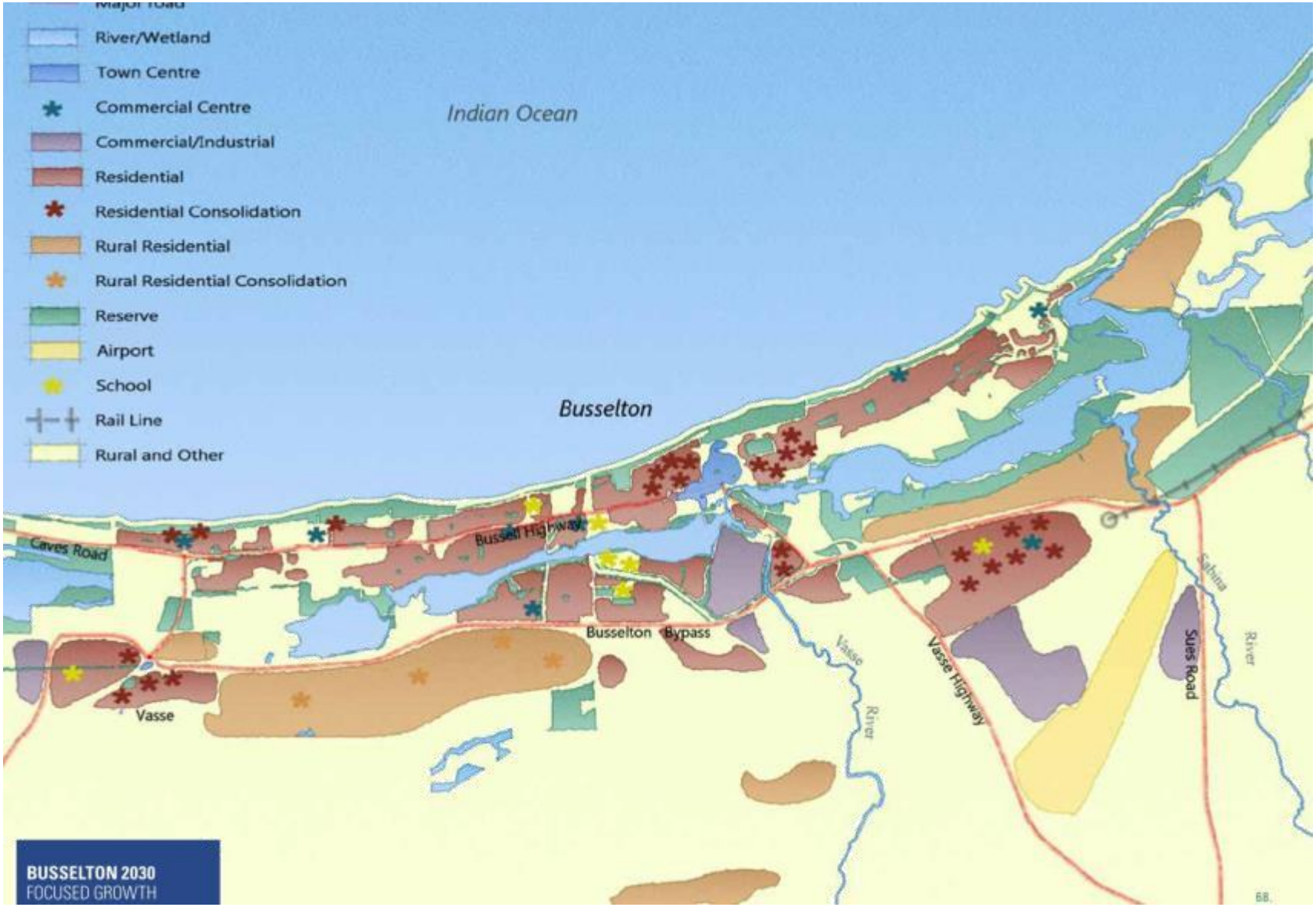
Sues Road
Sabina River
BUSSELTON 2010
FOCUSED GROWTH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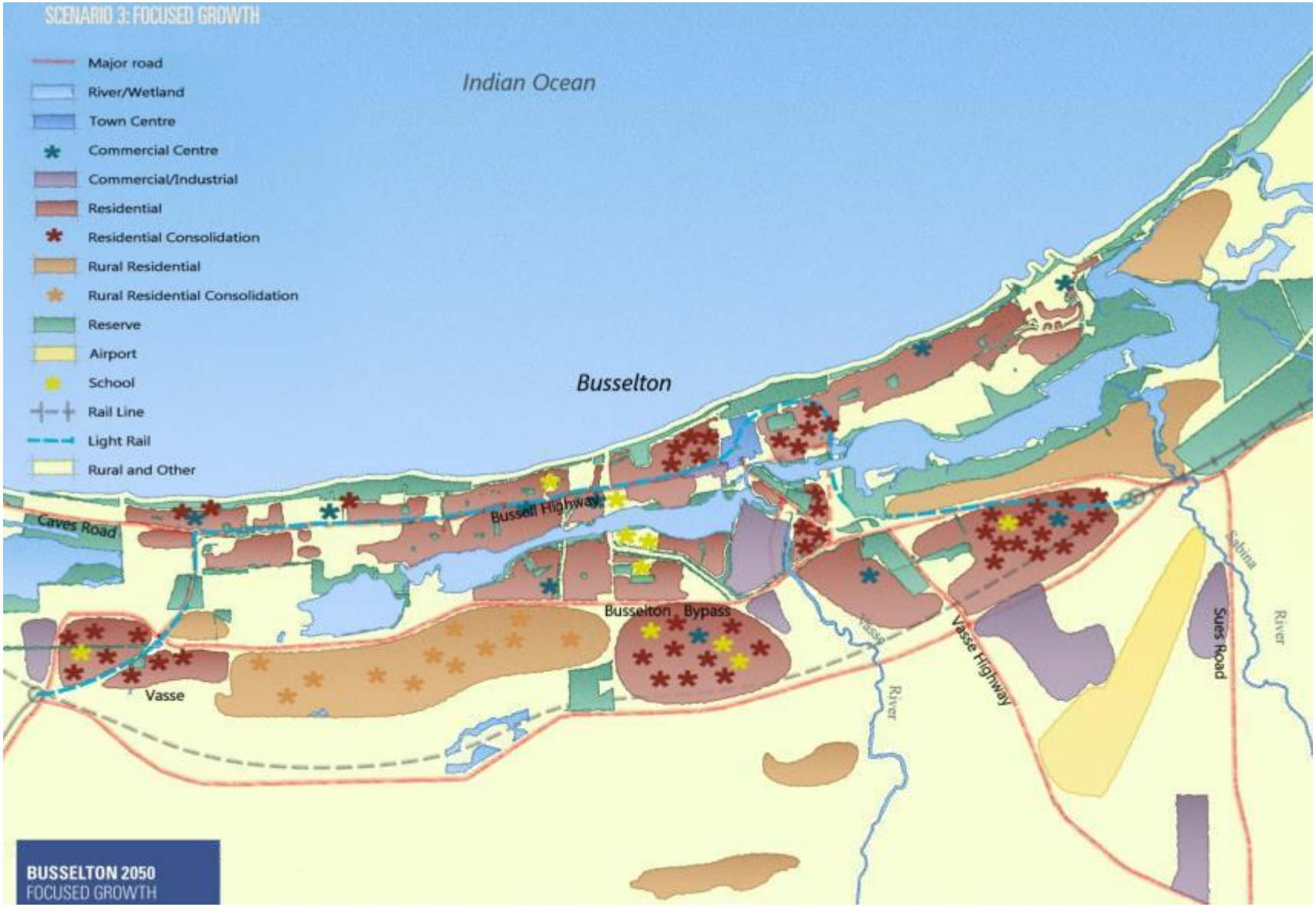
FOCUSED GROWTH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Rail Line
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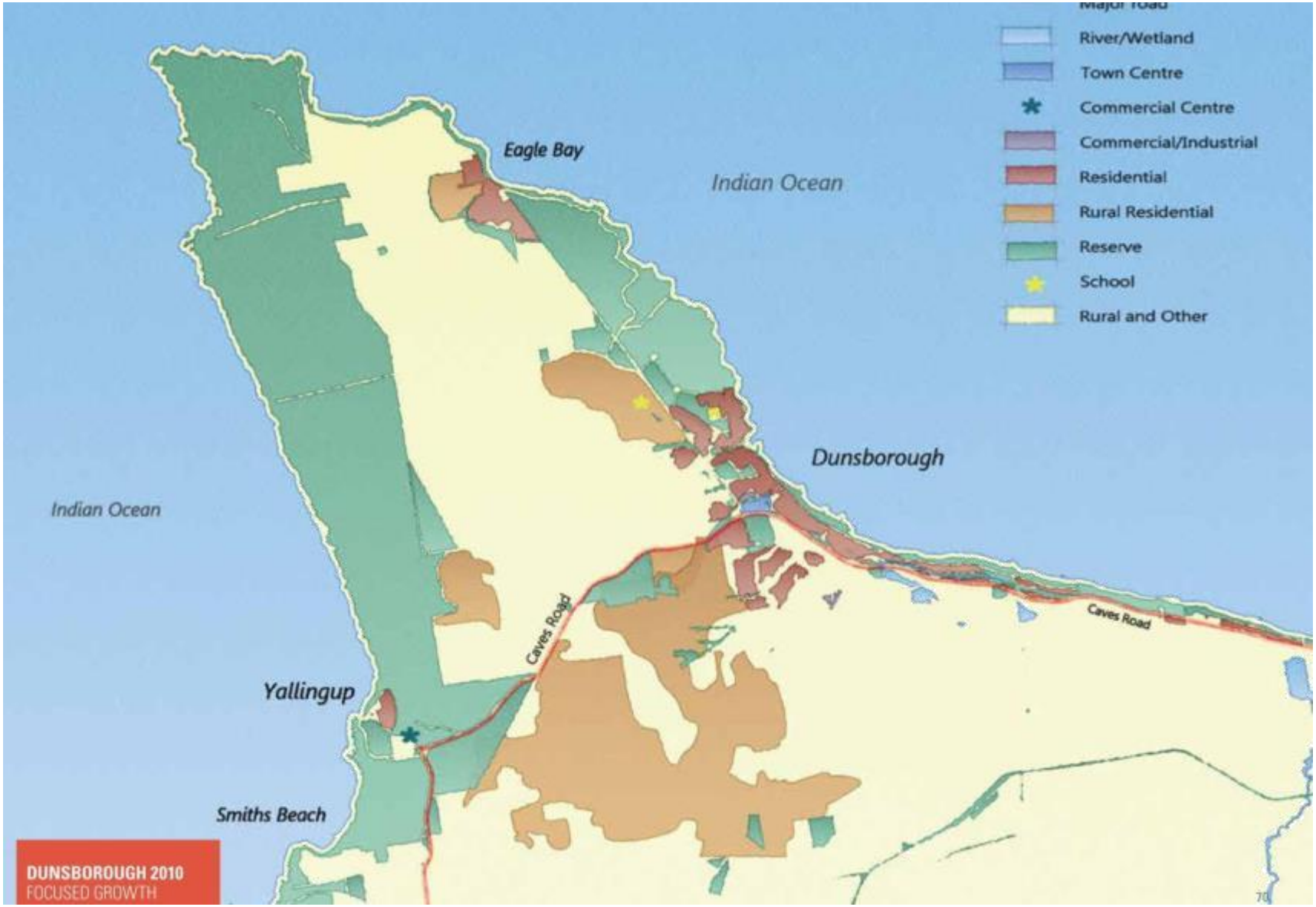
BUSSELTON 2050
FOCUSED GROWTH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Yallingup
Smiths Beach
DUNSBOROUGH 2010
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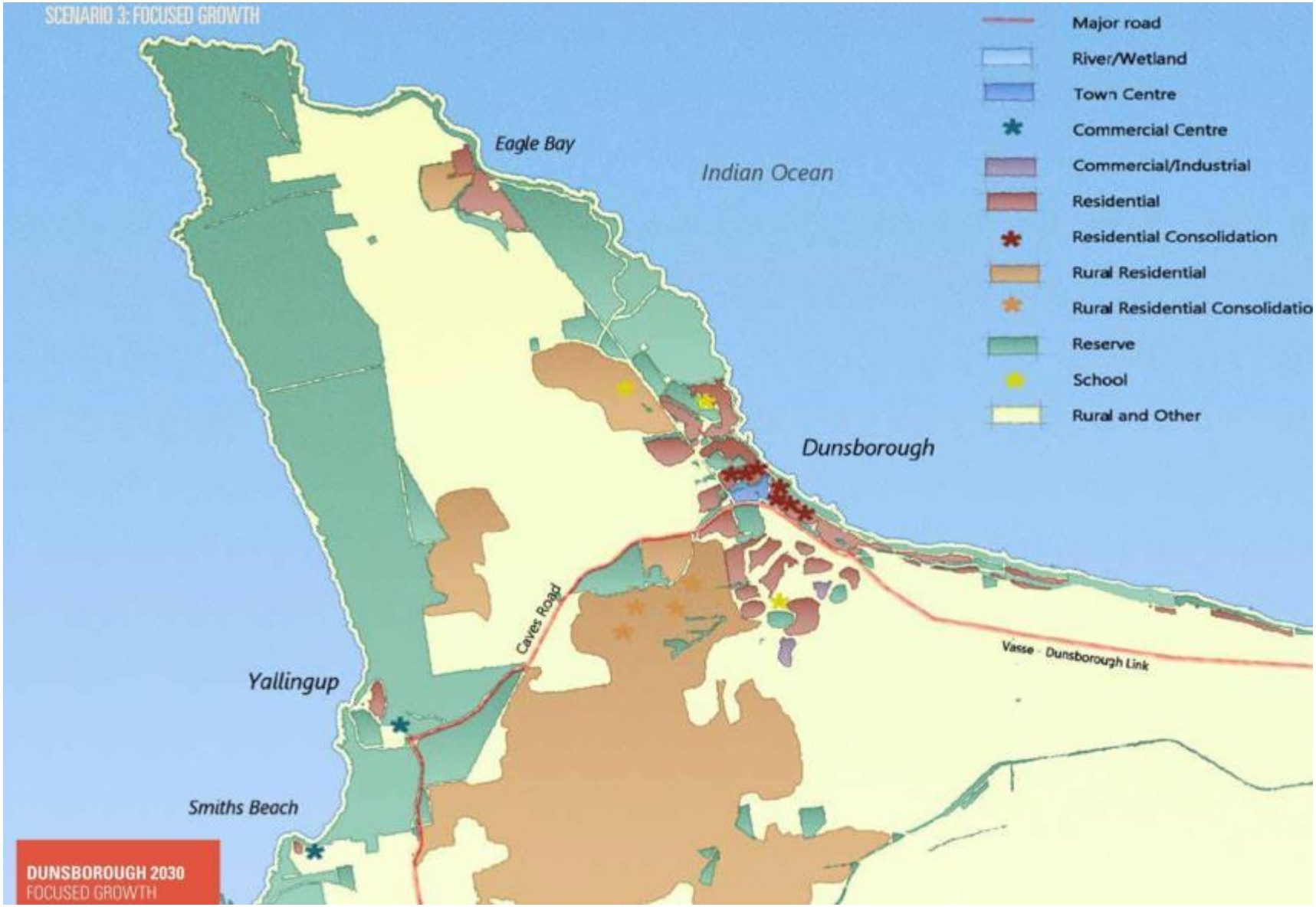
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DUNSBOROUGH 2030
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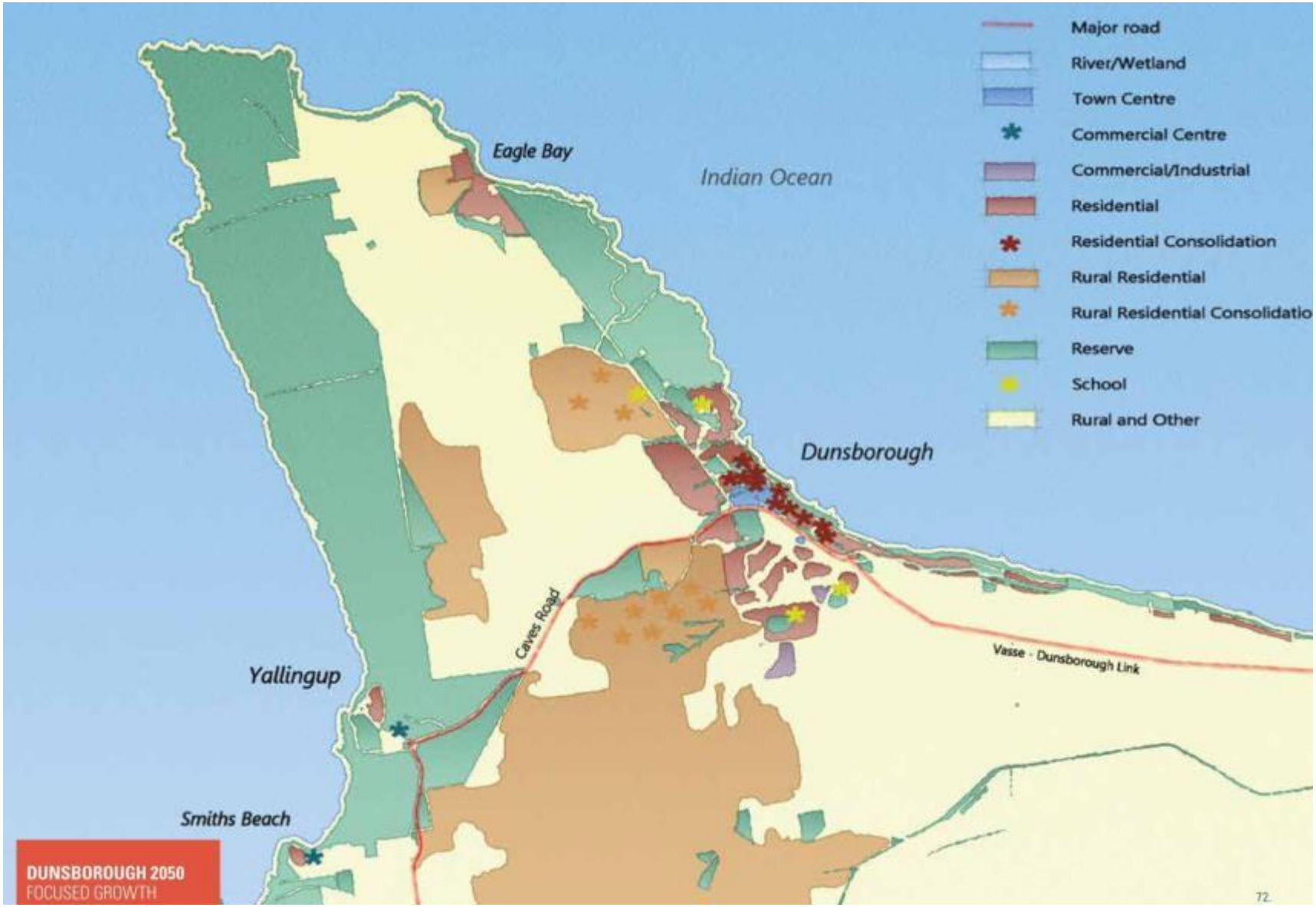
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Rural and Other
Eagle Bay
Indian Ocean
Dunsborough
Caves Road
Vasse - Dunsborough Link
Yallingup
Smiths Beach
DUNSBOROUGH 2050
FOCUSED GROWTH
72

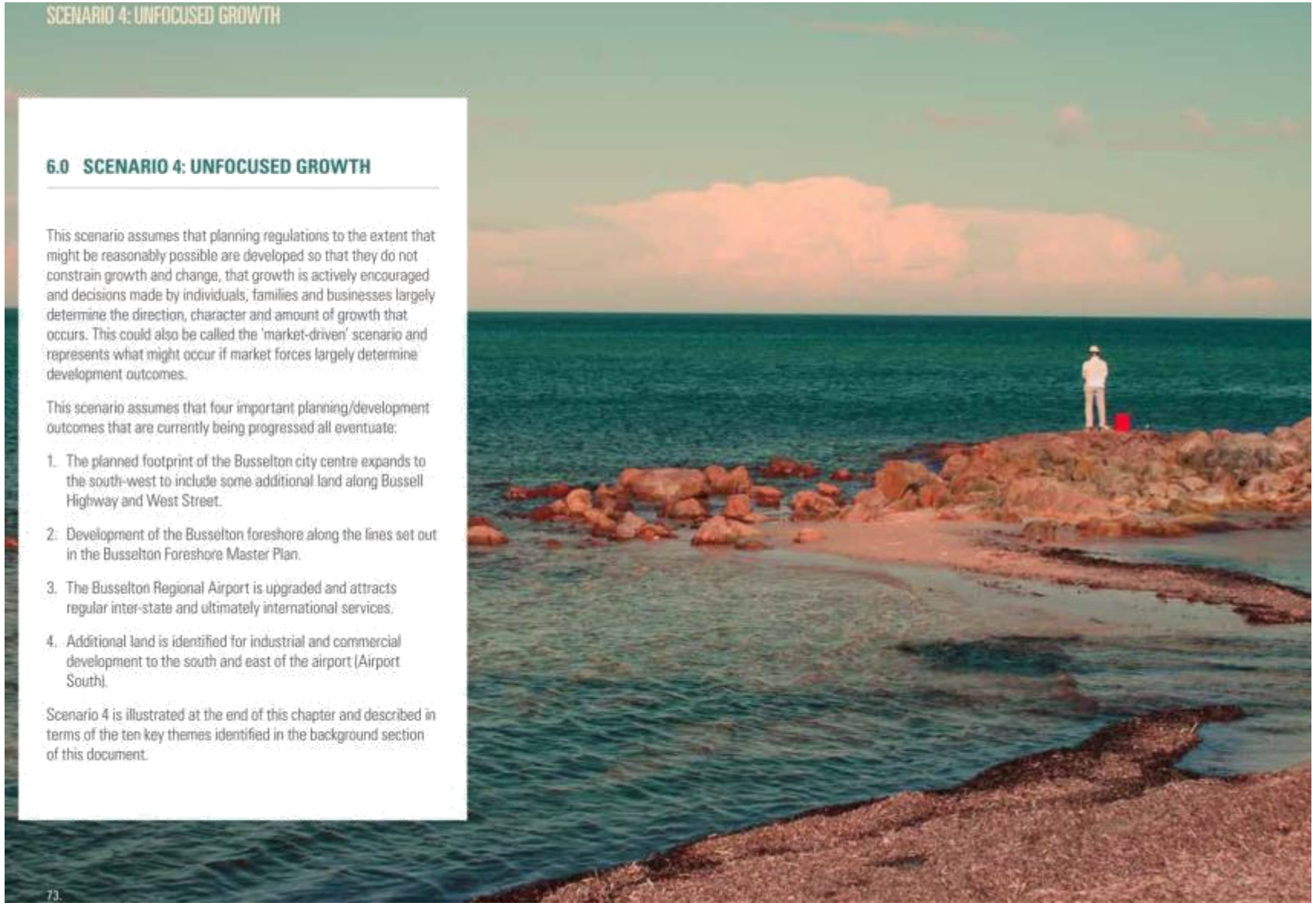
## 6.0 SCENARIO 4: UNFOCUSED GROWTH

This scenario assumes that planning regulations to the extent that might be reasonably possible are developed so that they do not constrain growth and change, that growth is actively encouraged and decisions made by individuals, families and businesses largely determine the direction, character and amount of growth that occurs. This could also be called the 'market-driven' scenario and represents what might occur if market forces largely determine development outcomes.

This scenario assumes that four important planning/development outcomes that are currently being progressed all eventuate:

1. The planned footprint of the Busselton city centre expands to the south-west to include some additional land along Bussell Highway and West Street.
2. Development of the Busselton foreshore along the lines set out in the Busselton Foreshore Master Plan.
3. The Busselton Regional Airport is upgraded and attracts regular inter-state and ultimately international services.
4. Additional land is identified for industrial and commercial development to the south and east of the airport (Airport South).

Scenario 4 is illustrated at the end of this chapter and described in terms of the ten key themes identified in the background section of this document.



## Population and housing

Most population growth and new housing will be accommodated within existing planned, residential growth areas at Yalyalup, Vasse Newtown, Dunsborough Lakes, Port Geographe, Ambergate North and South Broadwater. However this scenario would potentially see many new areas (outside of the areas already identified) being developed, slowing growth and service delivery in currently planned growth areas. High value and high amenity coastal areas would potentially become available for development, separation of settlements would become diluted and agricultural land fragmented.

Beyond 2030 there may be a need for development to occur in Bovell and/or Ambergate South but this may also not happen because other areas may be taken up for development first. A number of minor expansions of existing growth areas will also occur especially in Dunsborough and especially after 2030. It is likely that development in Dunsborough and the western parts of the City generally will accelerate but development in Busselton and the eastern parts of the City will be the same as under the 'Business as Usual' scenario or may even be less. New settlements will develop along our western coast and existing settlements will expand and consolidate. The choice of new lots and housing product will be increased and there will be increased downward pressure on housing prices especially in urban fringe locations.

The average lot size in the growth areas would remain around 500 square metres (i.e. 'R20' residential densities) but might actually increase if broader economic trends result in an increase in housing affordability. The number of larger lots will probably increase and the variety of locations and densities for unit sites and other kinds of medium/high density will increase. Less redevelopment and consolidation will occur in most existing urban areas but higher density development will occur in a variety of high amenity, especially beachside locations scattered around our urban areas including in the coastal strip in the Quindalup, Marybrook and Siesta Park areas. Using the powers set out in clause 58 in our current town planning scheme, relatively unplanned development at 'R30' or 'R40' densities in generally lower density areas will continue. Most of our new housing supply will be in the form of new lots on the fringe with some higher density apartment style development in coastal locations.

Larger rural-residential or 'lifestyle' lots will continue to be developed in already zoned areas in Commonage and Vasse through until around 2030, but portions of those areas will be resubdivided and additional areas will also be subdivided, especially in western parts of the City like Naturaliste and Wilyabrup. The potential for conflict between rural-residential and agricultural uses will grow and upward pressure on agricultural land values will increase. The costs of servicing small isolated rural residential areas will grow. There will be increased pressure to subdivide rural land for lifestyle purposes outside of those areas already planned. This will lead to a reduction in the ongoing viability of agriculture as a land use as other uses compete for land.

There will be greater diversity of housing supply but less change in most existing residential areas than would occur under either of the first two scenarios. There may however be unexpected and significant changes in some locations. There will also be less upward pressure on housing prices generally and the premium paid for larger lots may reduce. It is probable that there will be a significant increase in servicing/headworks costs to service dispersed development, along with an increase in transport costs associated with a dispersed urban form.

## Employment and economy

Industrial areas at Airport North, Vasse Newtown, Dunsborough and Airport South will ensure sufficient land is available for industrial, transport and service commercial employment, allowing the range of employment and services available in the City to grow substantially. Expansion of the Busselton city centre footprint will also allow growth of office employment and retail jobs in Busselton. Additional land for office and retail uses will be identified in Dunsborough, increasing opportunities for business development and employment there.

Upgrading of the airport and other transport and infrastructure improvements will also assist in development of inter-state and international tourism and development of new industries. Increases in the density and vibrancy of the Busselton city centre and Dunsborough town centre though that would assist in creating an environment that would further encourage creative and professional workers to locate in the City though may not occur, reducing our capacity to develop or grow industries that require those skills.

Land availability issues may also reduce our ability to attract aged care, education and other service related jobs.

The proportion of the workforce commuting to jobs outside the City will be similar to the Business as Usual scenario with this scenario.

SCENARIO 4: UNFOCUSED GROWTH

### Shopping and services

Many new shops developed will be outside the existing and currently planned centres at Busselton city centre, Dunsborough town centre, Yalyalup, Vasse Newtown and Ambergate North, and some of the currently planned centres may not develop at all. Expansion of the Busselton city centre footprint will delay the time when major redevelopment is needed in the existing Busselton city centre, perhaps until beyond 2030. It is likely that further and significant 'ribbon' commercial development will occur along major roads and highways. More new shops will be developed than under other scenarios but more existing shops will fail or close.

New government primary schools will be developed at Yalyalup, Vasse Newtown, Ambergate North and Dunsborough Lakes, but in some cases may be delayed because the dispersal of residential growth will make planning and delivery of new schools more difficult. A third government high school for the Busselton urban area may be developed at Ambergate North sometime beyond 2030 but there will still be no government high school in the Dunsborough urban area. Significantly expanded and improved higher education facilities will be developed possibly including university facilities beyond 2030.

Lack of suitably located and serviced sites may hinder development of bulky goods retailing and some community, recreation and educational facilities, notably aged care and private education. Alternatively there may be pressure to allow these kinds of services to be developed in poorly serviced or inappropriately located sites due to the lack of suitable alternatives.

The scale and scope of facilities accessible locally will grow considerably and consistently but will not always be conveniently located.

### Basic infrastructure (roads, water, power etc.)

Transport infrastructure will continue to be upgraded as needs require and funds allow, with the Vasse-Dunsborough Link being developed around 2030 but greater dispersal of development and less development in and around the eastern parts of the City may delay development of the Busselton Outer Bypass until closer to 2050. A passenger rail corridor linking Busselton to Bunbury and Perth will have been identified by 2030 but is unlikely to have been developed. Locals and visitors will enjoy direct air services from Busselton Regional Airport to the Eastern States and South-East Asia with the range of destinations steadily growing over time. Lack of planning and funds however, will hamper improvements in the local road, pedestrian/cycle and public transport networks, especially north-south links.

Water and wastewater infrastructure will continue to be expanded to cope with growing demands. Lack of planning and funds however, may mean wastewater re-use schemes are not be developed. Energy and telecommunications infrastructure will also be progressively upgraded but because of more dispersed development improvements will be later more expensive and less consistent.

### Agriculture and rural areas

Rural land particularly in the western parts of the City will be taken up by new settlements and the expansion of existing settlements. Loss of 'green belts' between settlements, especially in coastal or near-coastal areas will also occur.

Increasing development in the rural areas for non-rural and non-agricultural purposes will fragment our rural land. 'Rural sprawl' will become evident throughout the City with a proliferation of very low density lifestyle lots. Rural villages, rural residential development and other urban type land uses would consume land that was once agriculturally productive. This will lead to an increase in conflicts between agricultural and new land uses. Rural land prices are likely to increase and make land less viable for agricultural production. Over time our agricultural and rural base would be eroded.

There will be a significant shift in the economic base of our City as the value of and contributions made by the rural areas in terms of agricultural production, extractive industry, food/wine sales and tourism would be progressively compromised and diminished.

### Biodiversity and environment

Significant areas of remnant vegetation will be protected mostly by State and Commonwealth laws. More creative and integrated ways of supporting biodiversity such as the development of ecological linkages will however, not emerge. Failure to introduce plans that reduce risks of land clearing at a strategic level will also make it harder and more costly for developers and regulators to manage impacts of development on vegetation.

New urban areas will be developed in a way that minimises potential affects on water quality. Less integration of planning and development however, will mean that in an overall sense water sensitive urban design will be more expensive and less effective. Active steps to reduce the water quality impacts of existing urban areas and agricultural activities will not receive significant attention. The affect will be slow but steady and continued declines in water quality.


SHAPE OUR PLACE... SHAPE OUR FUTURE
City of Busselton

SCENARIO 4: UNFOCUSED GROWTH

### Environmental change and risks

Significant intensification of development in near-coastal areas will progressively add to risks associated with coastal flooding and erosion. Relatively ad hoc responses in the form of sea walls and groynes to treat erosion risks in particular areas will also add to the overall risks over time.

Continued development of rural-residential areas especially in the Commonage, will increase bush fire risk over time as more people will be living in these kinds of higher-risk areas. Failure to carefully consider risk-mitigation strategies, further rural-residential areas and new isolated settlements will also significantly increase bush fire risks.

### Lifestyle and character

Continued growth and other changes will inevitably change the character of our district but that will occur in a fairly progressive way. Some of the 'small town' feel of Busselton especially though, will be lost. Busselton and Dunsborough will merge together physically and struggle to maintain unique and separate identities.

The character of some areas and some streets will change more significantly as units are developed or new growth areas extend into what is currently farming land. An increasing proportion of our population will live a little further away from the coast probably having a less intimate relationship with the coast and the beach and orientating their lives around new shopping streets, schools and community facilities in our growth areas.

New settlements in isolated areas may struggle to develop any real character or identity or may develop new identities not closely linked to Busselton, Dunsborough or the rest of the district at all. Development of new, out-of-town shopping centres not actually required to service growth areas will result in the decline and potential failure of some existing centres.

Growth in the range of services and facilities available locally will reduce the need to travel to Bunbury or Perth and promote a greater sense of local identity but a more dispersed population pattern will dilute that identity.

### Sustainability

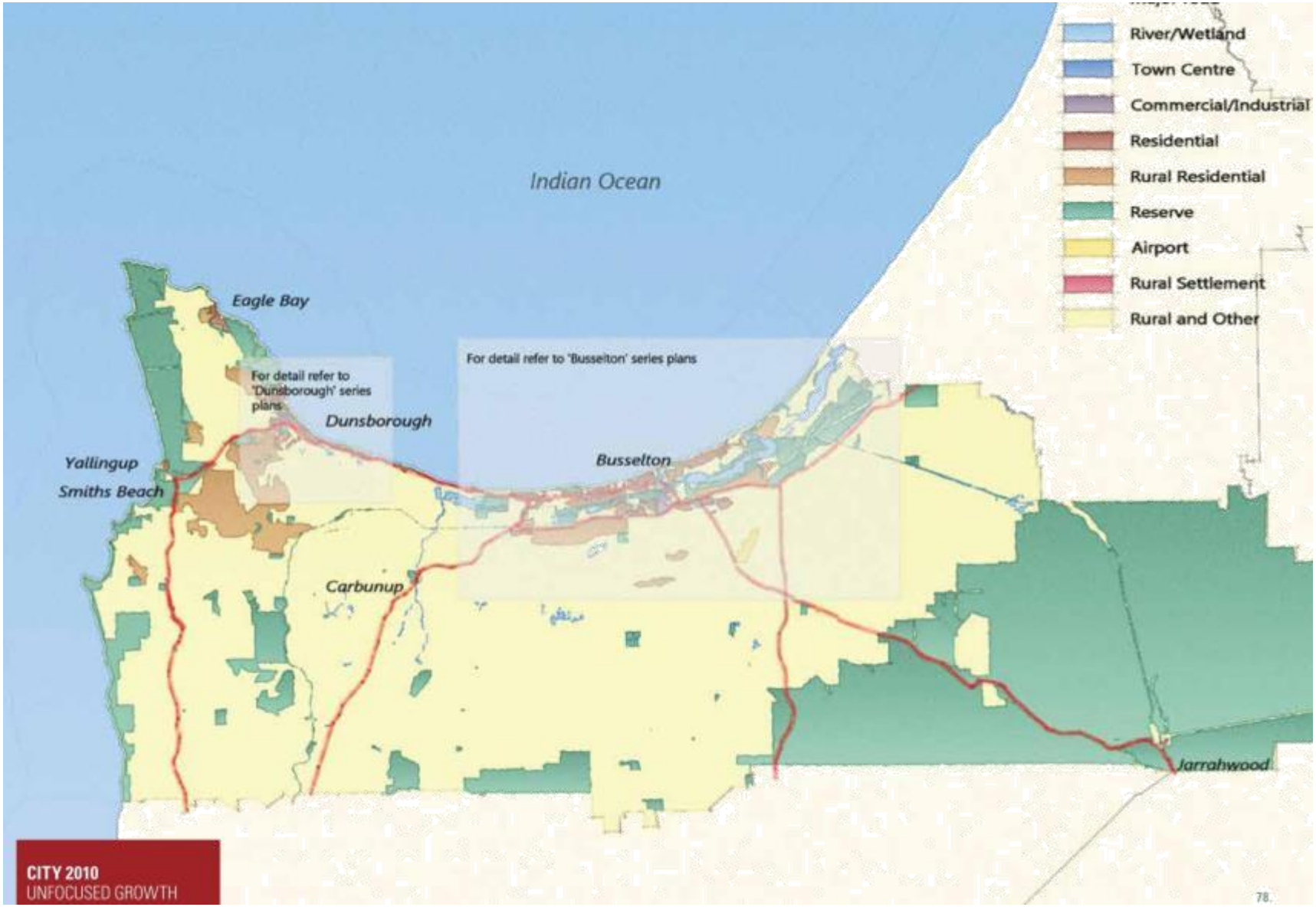
Urban development will be predominantly low density and spread over a broad area around Busselton, Dunsborough and throughout the western part of the district with limited and relatively unplanned pockets of higher density.

Additional urban development will be supported in rural and coastal areas. There will be some increase in the housing choices available including high-rise apartments in coastal locations but the majority of housing will remain single, detached dwellings.

Transport will continue to be car-based with very limited opportunity for viable public transport.

### Governance and planning framework

Significant change to the City's planning framework will be required. Planning controls would need to be substantially loosened at both a local and State level. Because of the lack of integrated planning, conflicts and inconsistencies between Commonwealth, State and local plans and initiatives (including infrastructure development and environmental protection) would grow and increase costs and uncertainties for the community and developers. The City would strongly resist becoming part of a regional planning scheme area as that could lead to the State refusing development that the City supports.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For detail refer to 'Dunsborough' series plans
Dunsborough
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CITY 2010
UNFOCUSED GROWTH
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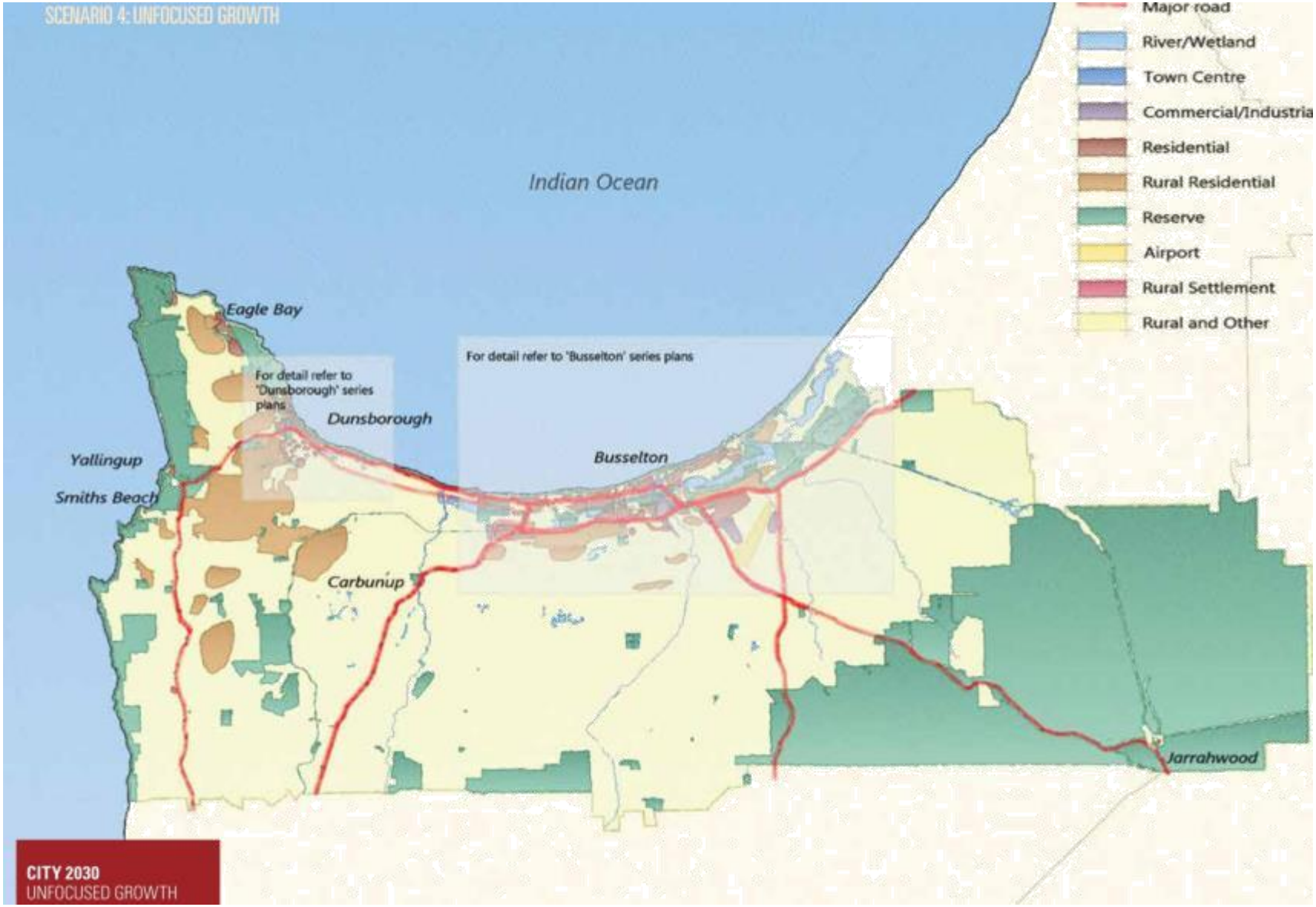
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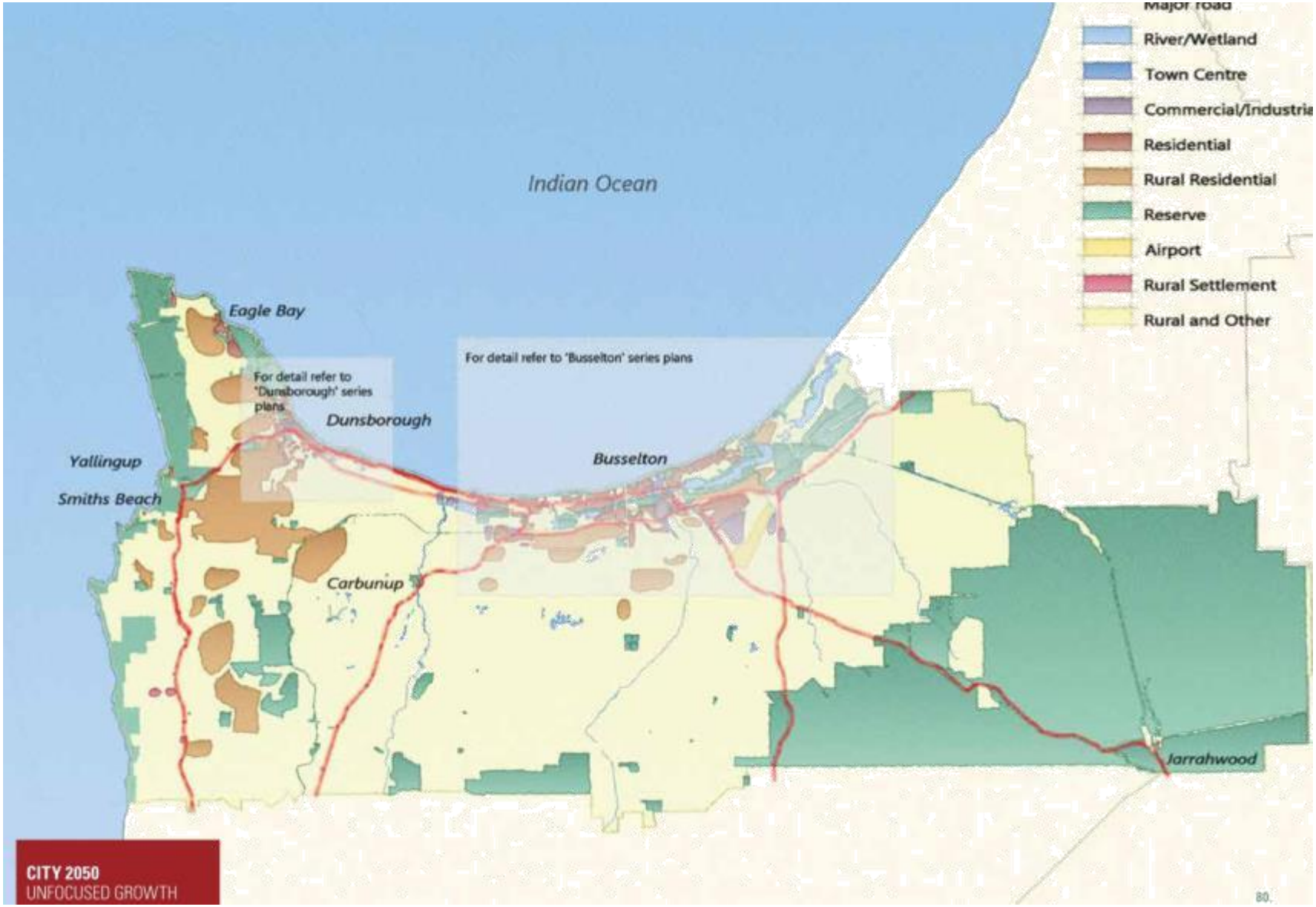
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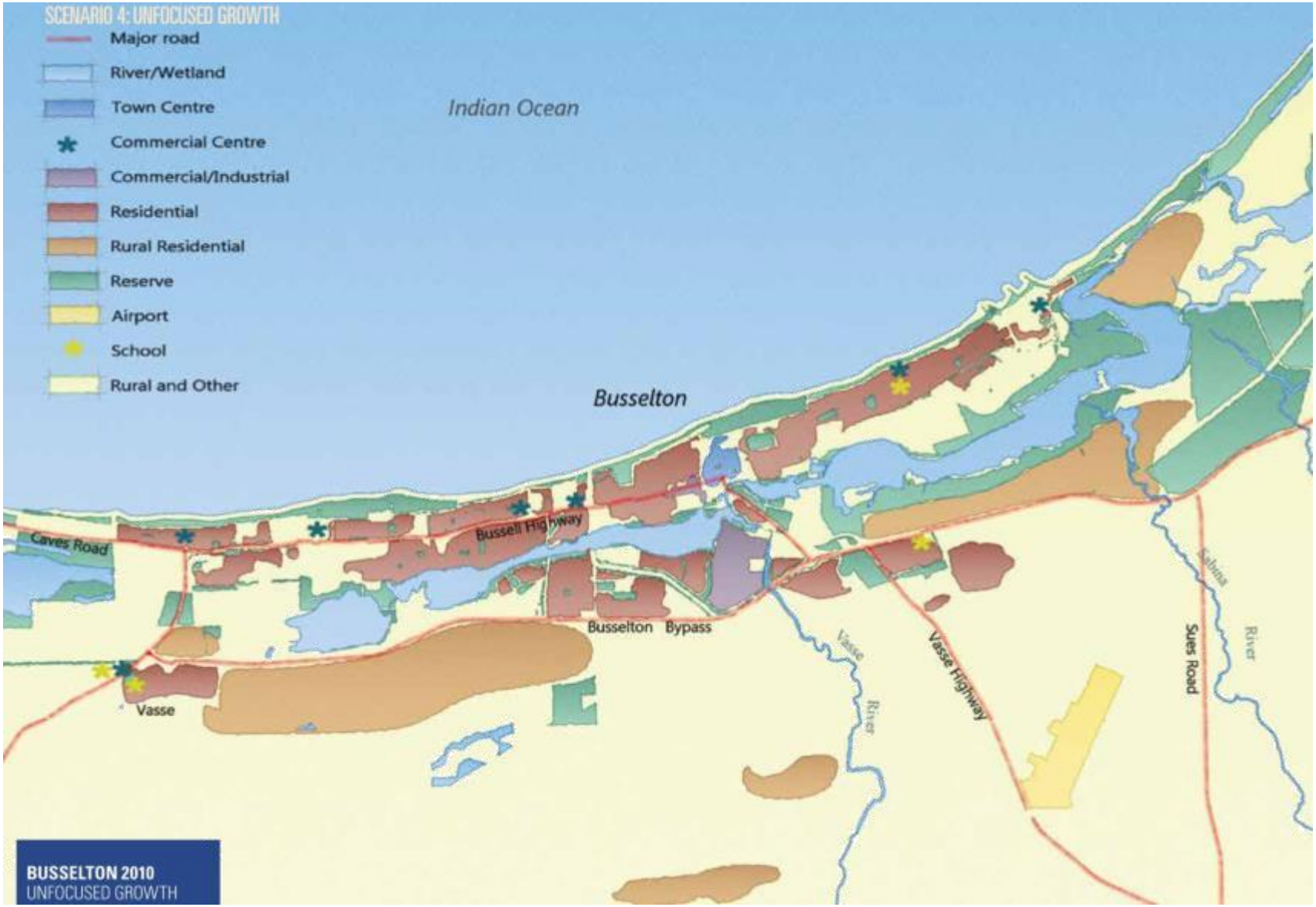
SCENARIO 4: UNFOCUSED GROWTH
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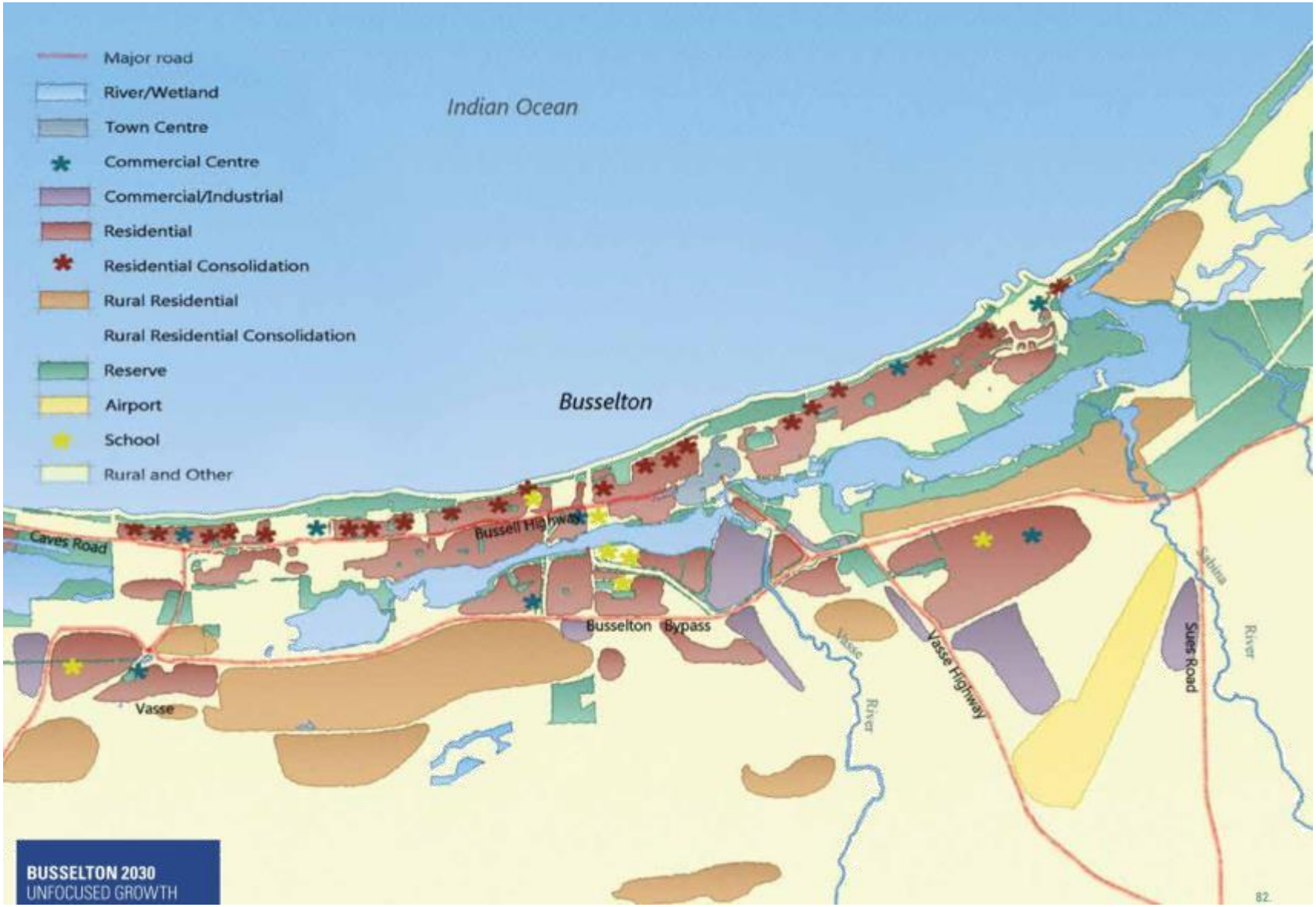
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BUSSELTON 2030
UNFOCUSED GROWTH
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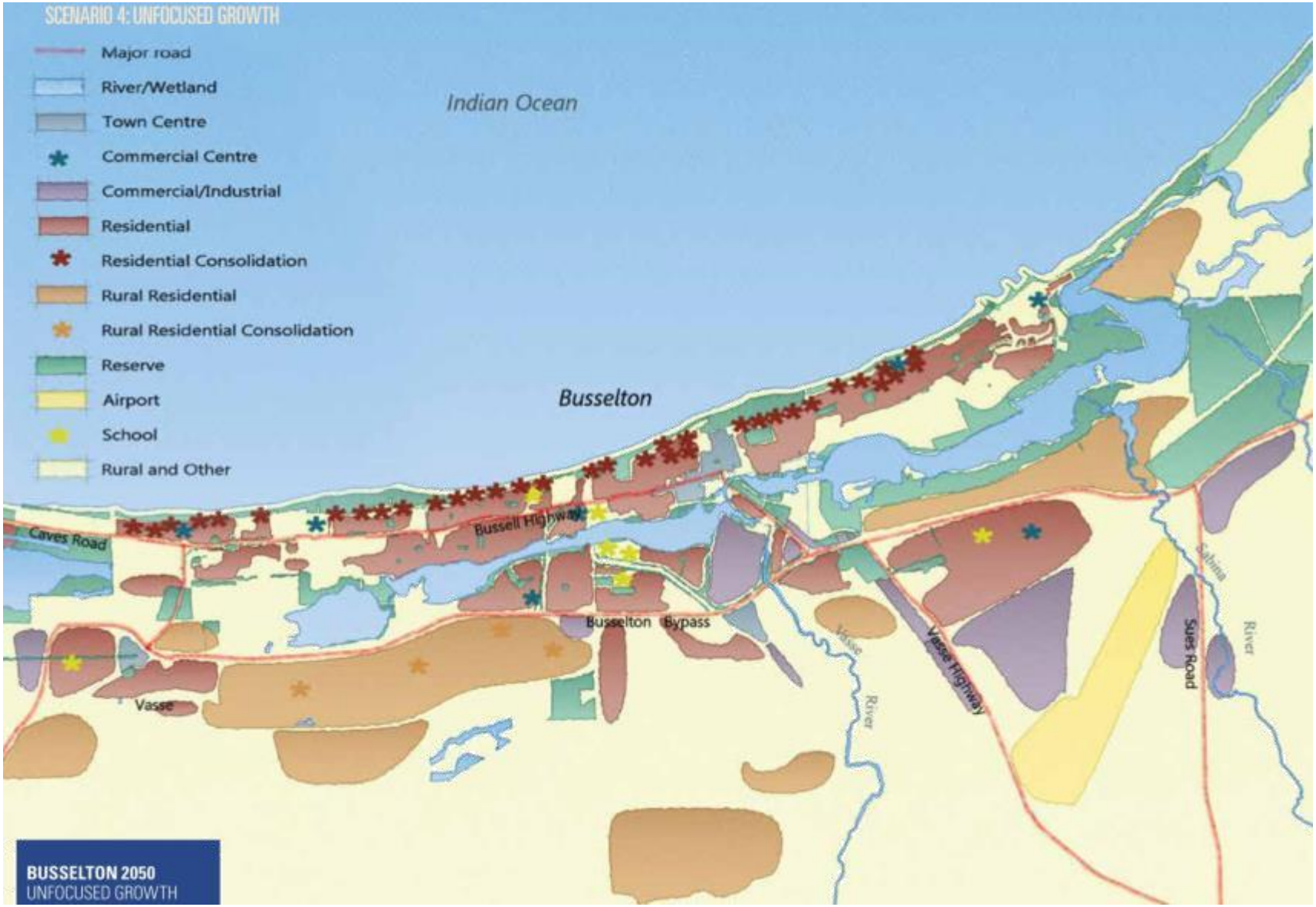
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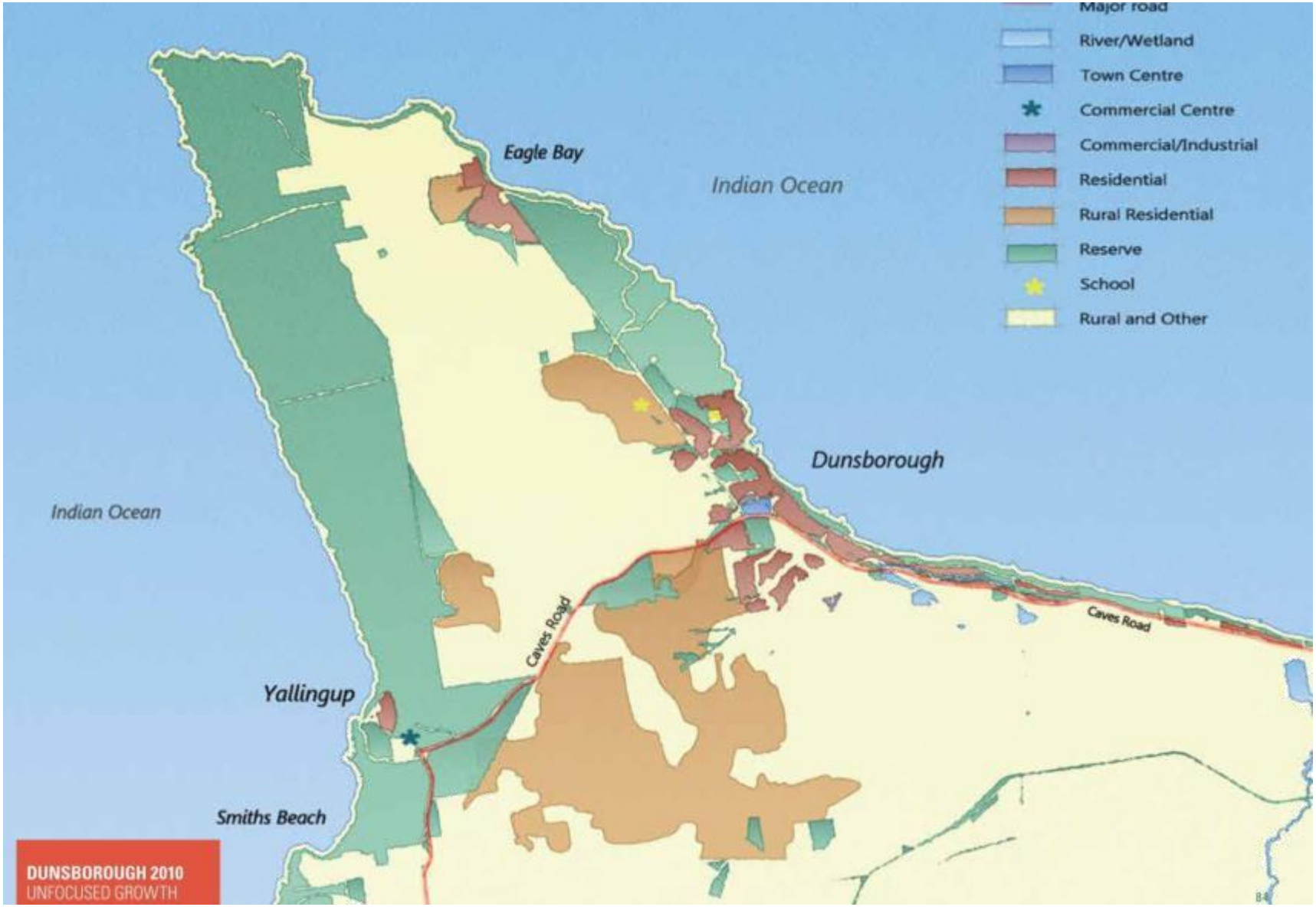
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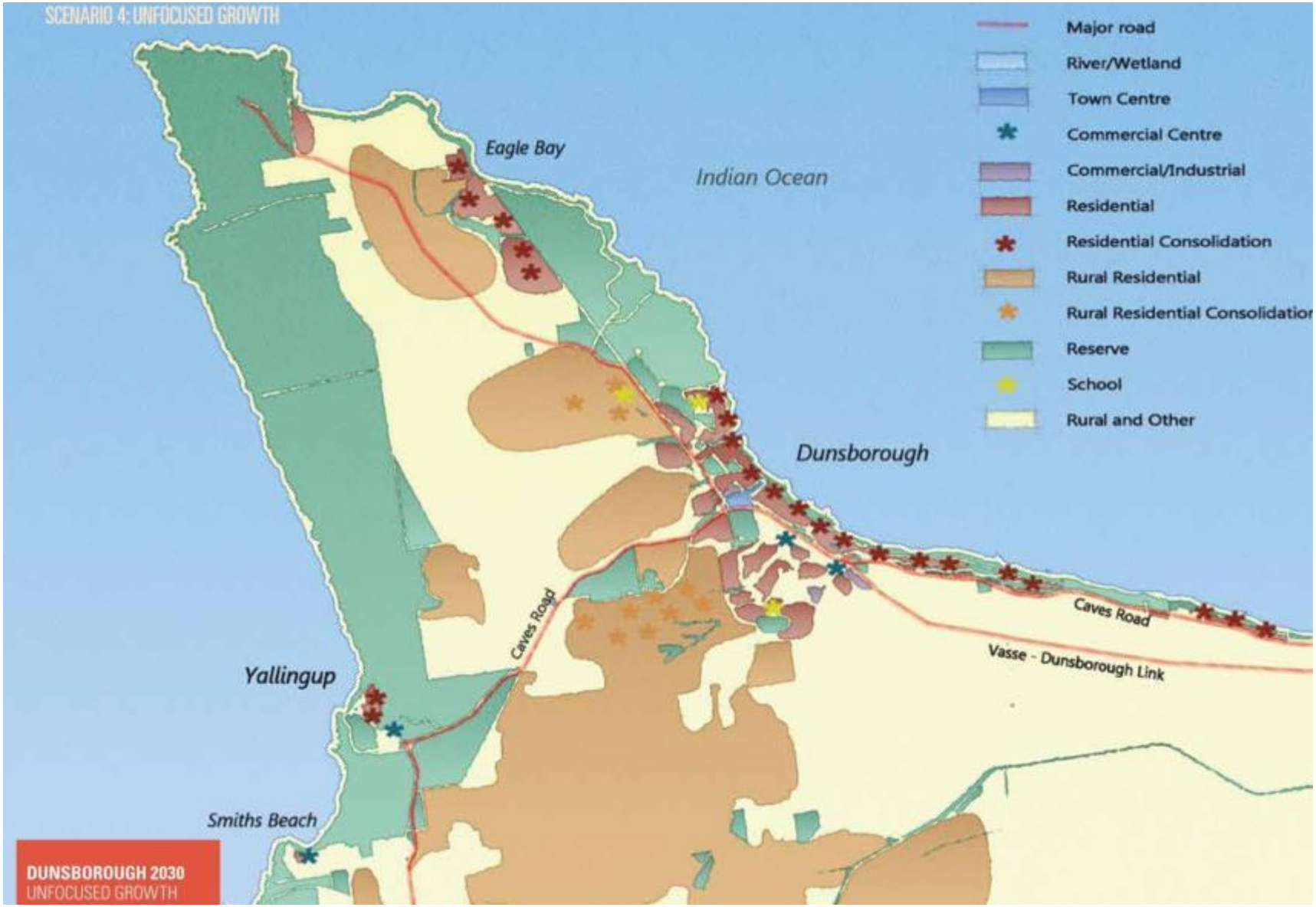
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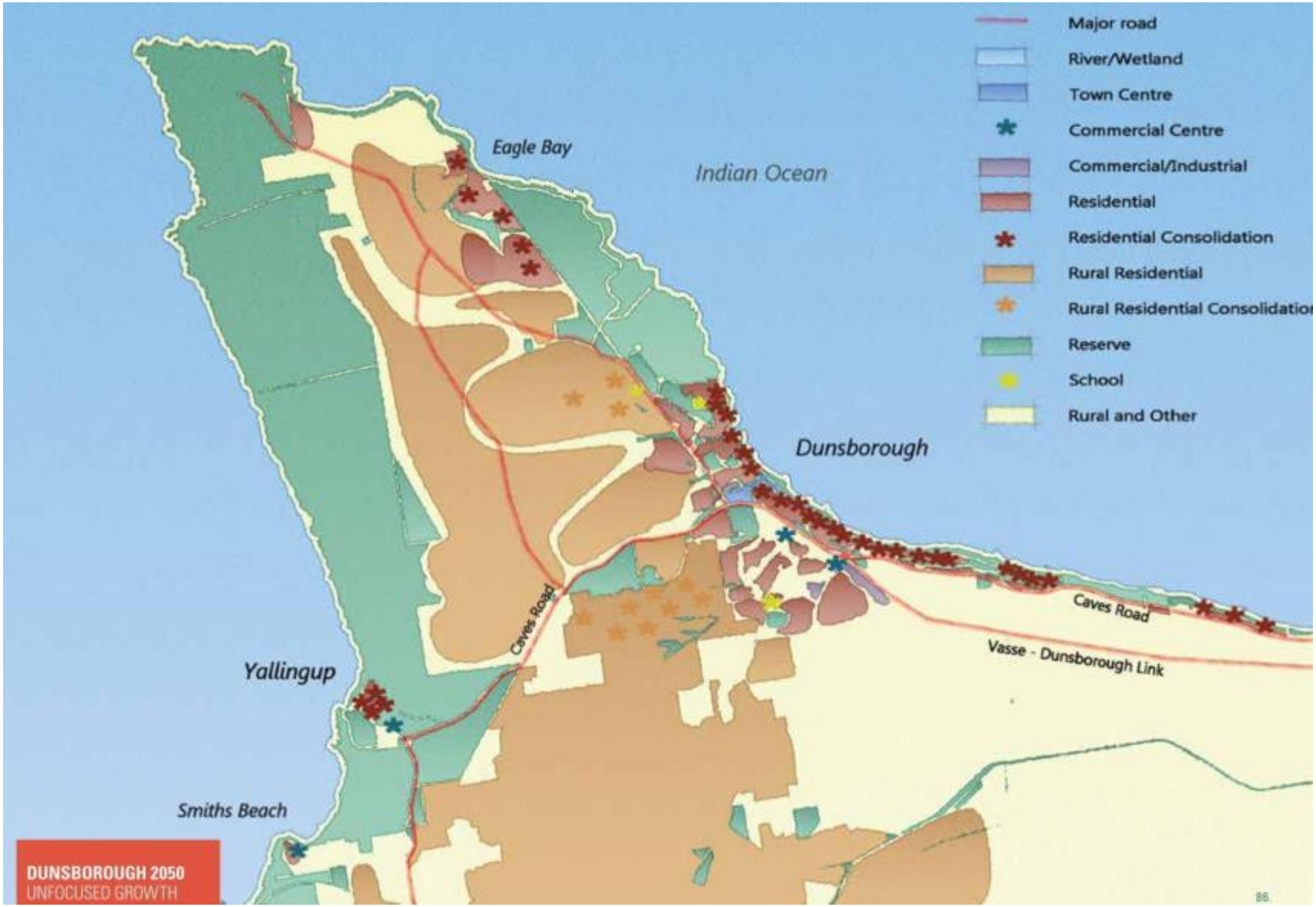
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Smiths Beach
DUNSBOROUGH 2050
UNFOCUSED GROWTH

GROWTH SCENARIO MATRIX

## 7.0 GROWTH SCENARIO MATRIX

| | SCENARIO 1: BUSINESS AS USUAL | SCENARIO 2: CONSTRAINED GROWTH | SCENARIO 3: FOCUSED GROWTH | SCENARIO 4: UNFOCUSED GROWTH |
|---|---|---|---|---|
| Population & housing | Single, detached houses on small lots dominate; Some grouped dwellings (townhouse/villa), some double storey; Possibility of mixed use in longer term in/around city centre.<br><br>Housing prices will remain relatively affordable. The lack of new housing stock in and around the existing residential areas of Busselton and Dunsborough may push prices higher. | Single, detached houses.<br><br>Opportunities for affordable development limited due to predominant form of development being large single residential. | Single, detached houses continue to dominate, however with a larger number of grouped dwellings (townhouse/villa) and multiple dwellings (apartments). Mixed use encouraged.<br><br>A greater diversity of housing types can be developed providing significant opportunities for more affordable development.<br><br>There will be less reliance on private transport and households can choose to use public transport, cycling or walking for many trips . | Single, detached houses, some grouped dwellings, larger proportion of multiple dwellings (apartments) up to 12 levels in certain locations. Rural land, particularly in the Cape, would be taken up by dispersed lifestyle lots.<br><br>The increased costs of land acquisition, servicing and development will likely reduce affordability. |
| Employment & economy | Identified industrial areas will provide a sufficient area of land for employment-generating activities. Airport and other transport/infrastructure will provide additional opportunities. | Identified industrial areas will provide sufficient land supply until about 2030. Interstate and intrastate tourism opportunities will be stifled and there will be a greater reliance on employment opportunities outside of the district. | Industrial areas at Airport North, Vasse Newtown, Dunsborough and Airport South will ensure sufficient land is available allowing the range of employment and services available in the district to grow substantially. | Industrial areas at Airport North, Vasse Newtown, Dunsborough and Airport South will ensure sufficient land is available allowing the range of employment and services available in the district to grow substantially. |
| Shopping & services | Some moderate, organic growth of the city/town centres will occur supported by commercial and larger retail activities on outskirts.<br><br>Additional community services will be required – these will generally be located in the newly developing urban areas. | The extent of existing shopping and services will remain largely unchanged. Residents will need to travel to other centres to meet some shopping and community service needs. | The more concentrated nature of urban development in Busselton and Dunsborough will mean that it become more viable and therefore attractive to provide additional shopping opportunities and community services to these communities. | Growth and maintenance of existing city town centres will become more difficult, with pressure for shopping centres and other large-scale commercial activities to be developed on key access routes to each of the towns. |

| | SCENARIO 1: BUSINESS AS USUAL | SCENARIO 2: CONSTRAINED GROWTH | SCENARIO 3: FOCUSED GROWTH | SCENARIO 4: UNFOCUSED GROWTH |
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| Basic infrastructure (roads, water, power etc.) | Transport and Infrastructure provided as growth occurs over time. Provision will therefore largely be reactionary to growth/demand. | There will be less demand for transport and infrastructure beyond 2030 and some planned upgrades may be delayed or abandoned. | This scenario would deliver cost effective public transport, improvements to infrastructure and better access to and improved utilisation of community and commercial assets. | There will be fewer opportunities for cost effective public transport due to continued dispersal of settlements with an increased area to service.<br><br>Transport and infrastructure assets are generally seen to be performing less efficiently on a capital cost/benefit ratio under this scenario – in short a less efficient and sprawling urban form. |
| Agriculture & rural areas | Some loss of existing agricultural land will occur due to already planned urban development and further expansions beyond 2030. The remainder will be largely unaffected. | Some loss of existing agricultural land will occur due to already planned urban development. The remainder will be largely unaffected. | Some loss of existing agricultural land will occur due to already planned urban development and further expansions beyond 2030. The remainder will be largely unaffected. | Rural land particularly in the western parts of the district will be taken up by new settlements and the expansion of existing settlements. |
| Biodiversity & environment | This scenario limits pressure of urban growth on the environment including coastal and rural lands. | This scenario limits pressure of urban growth on the environment including coastal and rural lands.<br><br>A key risk of this scenario is that retrofitting/ upgrading of the drainage and sewer infrastructure in areas of existing residential development may be inhibited and therefore negative impacts of existing residential development and future residential redevelopment on ground and surface water quality may continue. | Protection of the environment is a key feature of this scenario. | Natural and environmental assets are most at risk under this scenario. |
| Environmental change & risk | Future development will be planned to take into account emerging information on environmental change and risk but it may be compromised by legacy planning. | The limited expansion of urban areas in Busselton and Dunsborough along the coast and in the City's rural areas would limit exposure to environmental change and risk. | Environmental change and risk under this scenario will be minimised. Development in inappropriate coastal locations and rural areas will be limited. | Environmental risk and change is greatest under this scenario. |

GROWTH SCENARIO MATRIX

| | SCENARIO 1: BUSINESS AS USUAL | SCENARIO 2: CONSTRAINED GROWTH | SCENARIO 3: FOCUSED GROWTH | SCENARIO 4: UNFOCUSED GROWTH |
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| Lifestyle & character | Some redevelopment of the city/town centres will occur however the majority of new development will occur outside the city/town centres. | The city centre of Busselton and the Dunsborough town centre would remain largely unchanged under this scenario and will probably continue to develop in a similar style to that which has occurred in the last decade. | This scenario will see higher order local and regional activity become focused on the Busselton city centre and Dunsborough town centre.<br><br>This scenario would deliver mixed use redevelopment that increases the diversity, vibrancy and activity of the Busselton city centre and Dunsborough town centre. | Increased risk of loss of character, community, sense of place and lifestyle. |
| Sustainability | **Social:** greater housing choice and reliance on private transport.<br><br>**Economic:** development costs can reduce with smaller, integrated dwellings; infrastructure and servicing can be shared; greater land utilisation.<br><br>**Environmental:** more efficient use of land; standard dwelling design that is not climate responsive can still dominate, however innovation can be encouraged with higher density; cost of environmental sustainability systems can be cost effective if installed across several dwellings. | **Social:** limited housing choice, less affordable housing, reliance on private transport.<br><br>**Economic:** higher development costs; higher infrastructure and servicing costs; lower land utilisation rate.<br><br>**Environmental:** less efficient use of land; standard dwelling design that is not climate responsive; can be expensive to retrofit or install stand-alone environmental sustainability systems. | **Social:** significantly greater housing choice, more affordable housing, less reliance on private transport.<br><br>**Economic:** development costs can reduce with smaller, integrated dwellings; infrastructure and servicing can be shared; significantly greater land utilisation.<br><br>**Environmental:** more efficient use of land; innovation can be encouraged with higher density; cost of environmental sustainability systems can be cost effective if installed across several dwellings. | **Social:** More housing choice, more reliance on private transport.<br><br>**Economic:** development costs will likely increase; purchase costs likely to be higher; speculative increase in land values likely to occur; lack of planning constraints may allow new development concepts and business ideas to emerge.<br><br>**Environmental:** less efficient use of land; potential impact on coastal locations and sensitive rural areas. |
| Governance and planning framework | Existing framework maintained. Regional planning scheme after 2020. | Framework tightened with opportunities for development and infill removed or significantly reduced. No regional planning scheme. | Planning framework tweaked to provide greater opportunity for development and sustainable infill within existing urban areas. Regional planning scheme, possibly before 2020. | Planning framework loosened significantly. No regional planning scheme. |


SHAPE OUR PLACE... SHAPE OUR FUTURE
City of Busselton



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PLANNING DESIGN ENVIRONMENT

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| No | ADDRESS | NATURE OF SUBMISSION | COMMENT | RECOMMENDATION |
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| **GOVERNMENT AGENCY SUBMISSIONS** | | | | |
| **1** | Main Roads<br>PO Box 5010<br>Bunbury WA 6230 | 1. The interchange south of Carbunup is not part of the planning for the BOB.<br><br>2. A possible consideration could be the connectivity and access into Wonnerup and Port Geographe where freeway connections are under review. These assessments will be ongoing for some time before they are finalised.<br>3. The proposed railway planned in the BOB median is suitable however no link into Busselton is shown. Also the proposed extensions to Dunsborough and Margaret River adjacent to (or in median) of the Vasse-Dunsborough Link and Bussell Highway respectively would need to be considered in future road planning in consultation with PTA/DoT. It is recommended that the Local Planning Strategy include a notation as outlined below –<br>'the planning for the Busselton Outer Bypass, Freeway requirements and future railway requirements shown in the Local Planning Strategy is preliminary and subject to review and further detailed investigation by Main Roads and relevant transport agencies'. | 1. The connection of the BOB with Bussell Highway south of Carbunup River is potentially planned as a priority controlled 'T' intersection. However given that actual construction of the BOB is long term, detailed planning for BOB connections with Bussell Highway could change over time.<br><br>2. Noted and could be considered as part of future reviews of the Strategy should that information be available.<br><br>3. Not supported. Part B - Report of the draft LPS includes a statement to the effect that current State planning for the BOB and Bussell Highway east of Busselton includes securing a sufficiently wide corridor to accommodate a potential passenger rail link, noting that such a service will not be required for the very long term and not within the lifetime of this Strategy. | That the submission is partially supported and the following modification is made to the draft LPS map –<br><br>Change the symbol for the BOB/Bussell Highway connection south of Carbunup River to 'Planned Busselton Outer Bypass Intersection/Interchange'. |
| **2** | Department of Fire and Emergency Services<br>PO Box 1288<br>Bunbury WA 6230 | No comment. | Noted. | That the submission is noted. |
| **3** | ATCO Gas<br>81 Prinsep Road,<br>Jandakot WA 6164 | No objection. | Noted. | That the submission is noted. |
| **4** | Water Corporation | 1. Wastewater - generally the urban growth areas are | 1. Noted. | That the submission is noted and no |

| No | ADDRESS | NATURE OF SUBMISSION | COMMENT | RECOMMENDATION |
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| | PO Box 100<br>Leederville WA 6902 | catered for in the infrastructure planning for Busselton and Dunsborough. As structure planning occurs the Corporation can further refine its wastewater planning to accommodate any changes. It should be noted that the industrial precinct Airport North (8) has not been provided for in our overall planning.<br>2. Wastewater treatment plant buffers - the buffers for the Busselton and Dunsborough Wastewater Treatment Plants should be shown on the strategy map. | 2. Buffers to the Busselton Wastewater Treatment Plan are already shown on the Scheme Map. No buffer is shown for the Dunsborough WWTP. It is assumed that the submission refers to the introduction of a buffer for the Dunsborough WWTP and revised interim and long term buffers for the Busselton WWTP similar to those that were proposed via Amendment 151 to the City's previous District Town Planning Scheme 20. The amendment was not finalised and effectively 'fell away' with the gazettal of Local Planning Scheme 21. The buffers proposed by Amendment 151 affected private land and generated a significant level of concern and objections from affected landowners.<br>It is considered that to change the draft strategy to show indicative WWTP buffers *after* the strategy has been advertised would not only be inappropriate, but also confusing, and would be better addressed through a new amendment (at the instigation of the Water Corporation) to enable public consultation. It should also be noted that the Ambergate North Structure Plan ('Current Urban Growth Area 7' on the draft LPS map) reflects the Busselton WWTP interim and long term | modifications are recommended. |

| No | ADDRESS | NATURE OF SUBMISSION | COMMENT | RECOMMENDATION |
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| | | | buffers. The structure plan states that the timing of urban development within the interim buffer would be subject to a separate scheme amendment. The structure plan also designates land within the long term WWTP buffer partly as future district open space, with land uses for the balance of the buffer area to be determined by a future, separate structure plan. This matter is not viewed as strategically significant as it has been addressed through structure planning and does not have a negative impact on projected residential land supply. | |
| | | 3. Drainage - when urban expansion areas are rezoned and structure planned, consideration should be given to addressing the affected sections of rural branch drains that lead into the main Vasse River Diversion Drain and other main rural drains through the preparation of Local Water Management Strategies. | 3. Consideration of rural drains has already occurred and will continue to be addressed through the preparation of Local Water Management Strategies as part of the structure planning process. | |
| **5** | Department of Agriculture & Food<br>PO Box 1231<br>Bunbury WA 6230 | 1. Supports Theme 1(f) and Theme 2(j)(l). Agrees with the planning rationales set out in the draft LPS explanatory report concerning no new proposed rural residential areas, general presumption against subdivision of rural land (unless provided for by other strategies/State policy), tourism accommodation providing support for the ongoing viability of agricultural enterprises. | 1. Noted. | That the submission is supported and the following changes to the draft Strategy are recommended –<br><br>1. In relation to Carbunup River amend – |
| | | 2. Recommends that Carbunup and Metricup should not be identified as possible settlement expansion areas in any strategy as it is highly unlikely to develop these areas without significant potential for land use conflict. | 2. Support. Carbunup River and Metricup were identified as medium and long term growth areas respectively because the draft LPS must have due regard to State Planning Policies, and in particular the Leeuwin Naturaliste Ridge State Planning Policy (LNRSPP). The LNRSPP settlement hierarchy identifies both Carbunup River and Metricup as hamlets. Notwithstanding this, in considering settlement expansion at | (i) the draft Strategy Map to show 'Medium Term Growth Area 16' as 'Long Term Growth Area 16'<br><br>(ii) Table 1: Settlement Framework: Approximate maximum population/development potential to read -<br>*"To be investigated through the Leeuwin Naturaliste Sub-Regional Strategy"*<br><br>(iii) Table 2: Urban Growth Area |

| No | ADDRESS | NATURE OF SUBMISSION | COMMENT | RECOMMENDATION |
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| | | | Carbunup River, the Council resolved (at its meeting on 10 February 2016), to recommend that the WAPC (inter alia):<br>1. Does *not* support the progression of the Carbunup River settlement expansion proposal to the scheme amendment and structure planning stages for the following reasons –<br>• The proposal does not reflect contemporary planning and sustainability principles that support compact urban form with an emphasis on redevelopment and consolidation within, and expansion focused on, *existing* urban areas to best utilise infrastructure, services and community facilities.<br>• The proposal is inconsistent with *State Planning Policy 1: State Planning Framework* and *State Planning Policy 3 Urban Growth and Settlements* as it would facilitate the development of a small, isolated and 'off-grid' settlement remote from existing infrastructure such as reticulated sewer and water services, community and commercial services, employment and schools, with very few services and facilities and with an almost total reliance on private cars for transport. | Framework to read -<br>• Timeframe column – *'Long Term'*<br>• Approximate Potential Population column – '*To be investigated through the Leeuwin Naturaliste Sub-Regional Strategy'*<br>• Key Issues column – *'The appropriateness of settlement expansion at Carbunup River is to be considered via a comprehensive evaluation of the Leeuwin Naturaliste Ridge State Planning Policy's settlement hierarchy through the proposed Leeuwin Naturaliste Sub-Regional Strategy'. Should settlement expansion be appropriate consideration to be given to the following –*<br>o *Exact location of settlement expansion subject of further detailed planning.*<br>o *Buffers to environmentally sensitive areas required. Servicing (water and effluent disposal).*<br>o *Significant values of threatened flora, ecological communities and fauna habitat.'*<br>o *Access to groundwater* |

| No | ADDRESS | NATURE OF SUBMISSION | COMMENT | RECOMMENDATION |
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| | | | • Population growth and land supply projections that underpin the *City of Busselton Draft Local Planning Strategy* demonstrate that there is sufficient zoned and structure planned urban land to accommodate projected growth for at least the next 15 years (without any substantiated *need* for a new settlement at Carbunup River).<br>• Advertising of the proposal did not elicit a strong view or consensus from the local community that settlement expansion at Carbunup River is either warranted or supported.<br>• Whilst a number of matters raised as grounds of objection/concern would need to be comprehensively addressed and resolved through subsequent rezoning and structure planning phases (*should* the current proposal be supported), a new settlement at the proposed location would place residents in an established agricultural area surrounded by, and in close proximity to, intensive agricultural operations and subject to chemical spray, fumigant drift, noise and dust. There would be a strong potential for land use conflicts. | *from domestic bores may not be supported due to the risks to existing licensed commercial operators.*<br><br>(iv) Table 3: Activity Centre Framework to read –<br>• Approximate maximum potential size – '*To be determined by more detailed planning processes and following retail sustainability analysis. Expansion may be as part of long term urban growth area (to be investigated through the Leeuwin Naturaliste Sub-Regional Strategy), rather than as expansion of existing store.'*<br><br>2. In relation to Metricup amend –<br><br>(i) Table 1: Settlement Framework: Approximate maximum population/development potential to read -<br>*"To be investigated through the Leeuwin Naturaliste Sub-Regional Strategy"*<br><br>(ii) Table 2: Urban Growth Area Framework to read -<br>• Key Issues column – *'The appropriateness of settlement expansion at Metricup is to be considered via a comprehensive evaluation of the Leeuwin Naturaliste Ridge State Planning* |

| No | ADDRESS | NATURE OF SUBMISSION | COMMENT | RECOMMENDATION |
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| | | | This would be inconsistent with *State Planning Policy 1 State Planning Framework*, *State Planning Policy 2.5 Rural Land Use Planning, State Planning Policy 3 Urban Growth and Settlement* and the *South West Planning and Infrastructure Framework*.<br>2. Includes the reassessment and review of potential settlement expansion areas (as currently set out in Table 5 Settlement Hierarchy of *State Planning Policy 6.1 Leeuwin Naturaliste Ridge*) for Carbunup River and Metricup as an integral part of the Leeuwin Naturaliste Sub-Regional Strategy.<br>In light of the resolution of the Council it is recommended that Carbunup River is identified as a 'Long Term Urban Growth Area' with investigation via the Leeuwin Naturaliste Sub Regional Strategy. | *Policy's settlement hierarchy through the proposed Leeuwin Naturaliste Sub-Regional Strategy'. Should settlement expansion be appropriate consideration to be given to the following –*<br>○ *Exact location of settlement expansion subject of further detailed planning.*<br>○ *Servicing (water and effluent disposal).*<br>○ *Planning and development constrained currently by presence of mineral sands resources.* |
| **6** | Department of Water<br>PO Box 261<br>Bunbury WA 6230 | Suggested wording changes to the following strategies/sections of the draft LPS text -<br>1. The Government has funded $7.15 million for the Royalties for Regions Revitalising Geographe Waterways project, which includes looking at the waterways and wetlands. Recommend adding additional underlined text:<br>*9.2(a) Protect and enhance the habitat of **native fauna, native vegetation, waterways and wetlands** as part of the planning and development of the District*; and<br>*9.2(e) Support and implement initiatives to maintain and improve water quality in Geographe Bay, the Vasse-Wonnerup Estuary, Toby Inlet, Lower Vasse River, Vasse Diversion Drain and other waterways **and wetlands** in the District.* | 1. Support. | That points 1 – 4, 6 and 7 of the submission be supported and the following modifications are recommended –<br>1. Strategies 9.2(a) & 9.2(e) be amended to read –<br>*'9.2(a) Protect and enhance the habitat of **native fauna, native vegetation, waterways and wetlands** as part of the planning and development of the District'*; and<br>*'9.2(e) Support and implement initiatives* |

| No | ADDRESS | NATURE OF SUBMISSION | COMMENT | RECOMMENDATION |
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| | | 2. Due to the low lying nature and proximity to the coast of the major urban areas any flood analysis will need to consider coastal and inland flooding together. Recommend adding additional underlined text:<br>*9.2(f) Develop a comprehensive, long term approach to address issues related to **coastal erosion, coastal flooding and inland flooding risk**.*<br>*9.2(g) Ensure that new and existing urban areas and other development infrastructure are adequately protected from **inland and coastal flooding** risks.*<br>3. The Department of Water has actively been involved in the development of WAPC's 2015 *Guidelines for Planning in Bushfire Prone Areas*.to ensure that adverse impacts do not result on important environmental assets. It has become apparent that through development applications it is critical that bushfire risk is assessed in unison with any landscaping, foreshore or buffer rehabilitation plans. Recommend adding additional underlined text:<br>*9.2(h) Ensure that management of **bush fire** risk is a central consideration in planning and development decisions and that it is undertaken at the same time as development of any landscape or vegetation management planning to avoid unintended consequences.*<br>4. Recommend adding the following text to the key issues column for Vasse, Yalyellup, Port Geographe, Ambergate, Old Broadwater Farm, Bovell, Yalyellup East, Dunsborough Lakes and Cape Rise/Naturaliste Heights: *Limited groundwater allocation for irrigation of public open space*.<br>5. Table 2 Urban Growth Area Framework - Rural residential areas are currently unsewered, which meets the requirements of the Draft Country Sewerage Policy. However a number of unsewered areas are hydrogeologically connected to the wetlands and estuaries of significance, and there is a current long term risk of nutrients and other pollutants migrating towards these systems.<br>Recommend adding the following text to the key issues column for Vasse East - *Due to proximity to Broadwater* | 2. Support but note that the recommended wording change should relate to strategies 9(f) & 9(g).<br>3. Support.<br>4. Support.<br>5. Noted. Vasse East is identified as an urban growth area, not Rural Residential, and would be required to be fully connected to reticulated sewerage. | *to maintain and improve water quality in Geographe Bay, the Vasse-Wonnerup Estuary, Toby Inlet, Lower Vasse River, Vasse Diversion Drain and other waterways **and wetlands** in the District.'*<br>2. Strategies 9.2(f) & 9.2(g) be amended to read -<br>*'9.2(f) Develop a comprehensive, long term approach to address issues related to **coastal erosion, coastal flooding and inland flooding risk**.'*<br>*'9.2(g) Ensure that new and existing urban areas and other development infrastructure are adequately protected from **inland and coastal flooding** risks.'*<br>3. Strategy 9.2(h) be amended to read -<br>*'9.2(h) Ensure that management of **bush fire** risk is a central consideration in planning and development decisions and that it is undertaken at the same time as development of any landscape or vegetation management planning.'*<br>4. Amend Table 2: Urban Growth Area Framework by adding: '*Limited groundwater allocation for irrigation of public open space.*' in the key issues column for Vasse, Yalyellup, Port Geographe, Ambergate, Old Broadwater Farm, Bovell, Yalyellup East, Dunsborough Lakes and Cape Rise/Naturaliste Heights.<br>5. Amend Table 2: Urban Growth Area Framework by adding: '*Access to groundwater from domestic bores may not be supported due to the risks to existing licensed commercial operators.'* |

| No | ADDRESS | NATURE OF SUBMISSION | COMMENT | RECOMMENDATION |
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| | | *Nature Reserve opportunities to sewer should be investigated.*<br>6. Table 2 Urban Growth Area Framework - domestic bores are not licensed, however when there is a high concentration of them they have the potential to impact on adjacent licensed commercial operators. The Department of Water has undertaken preliminary modelling to asses this risk for the proposed Carbunup River hamlet and found it to be high. Based on the results of the more detailed modelling work at the next planning stage, that the developer will be required to undertake the Department of Water may then seek to develop a local policy to mitigate the risks and protect the rights of the existing licensed commercial operator. Recommend adding the following text to the key issues column for Carbunup River:<br>*Access to groundwater from domestic bores may not be supported due to the risks to existing licensed commercial operators.*<br>7. Table 4 Industrial/Service Commercial Area Framework - the Department of Water and GeoCatch have partnered with the City to implement a number of LIA street scale and lot stormwater management practises to improve water discharged to the New River. Recommend adding the following text to the key issues column for Strelly Street / Busselton LIA:<br>*Water quality issues critical given proximity of Vasse and New River.* | 6. Support.<br>7. Support. | in the key issues column for Carbunup River.<br>6. Amend Table 4: Industrial/Service Commercial Area Framework by adding: *Water quality issues critical given proximity of Vasse and New River.'* in the key issues column for Strelly Street/Busselton LIA. |
| **7** | Department of Education<br>151 Royal Street<br>East Perth WA 6004 | 1. The draft LPS Housing Supply Projections have been reviewed in conjunction with the Department's forward planning for schools. There are currently sufficient identified future sites to accommodate the anticipated student yield from the projected housing yield.<br>2. The Strategy identifies the need for public infrastructure (high school) in Dunsborough. The Department appreciates the early identification of a site but does not see the need to build a high school in Dunsborough in the foreseeable future | 1. Noted.<br>2. Support for the early identification of a public high school site in Dunsborough is noted. Previously the Department had advised a preferred ratio of 3-4 primary | That the submission is noted and no modifications are recommended. |

| No | ADDRESS | NATURE OF SUBMISSION | COMMENT | RECOMMENDATION |
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| | | as the provision of a high school is generally required to be serviced by 4-5 primary schools and Dunsborough is currently serviced by Cape Naturaliste College. | schools to 1 high school (reflected in the structure plan for Ambergate North, for example, which identifies 3 primary school sites and 1 high school site for an estimated residential population of 12,000). The City of Busselton already has a ratio of 5 public primary schools to 2 public high schools. Sites for new public primary schools are identified in structure plans for Yalyalup (1); Ambergate North (3); Vasse (1); Dunsborough Lakes (1) and planning for the expansion of Dunsborough (Dunsborough South 14) is likely to identify at least one, and potentially two, further primary school sites. Ambergate North also has an identified public high school site. A public high school for Dunsborough would realise a ratio of existing and planned public primary schools to existing and planned public high schools of 12:4. | |
| **8** | Housing Authority<br>90 Plain Street<br>East Perth WA 6004 | 1. Supports the draft LPS strategies relating to –<br>• Planning for ageing in place with a mix of housing types, higher densities close to activity centres and identification of suitable areas of aged and dependent persons housing and care facilities; and<br>• Urban consolidation areas within the Busselton-Vasse Urban Areas within areas of established urban development, surrounding local businesses and along strategic roads.<br>2. The Geographe residential area is considered to be an appropriate focus area for urban consolidation and infill as it has a level of ageing public housing stock and other assets in the Geographe area. | 1. Noted.<br><br>2. Support. The 'urban consolidation' area for Busselton, as shown on the advertised version of the draft LPS, has the eastern boundary at Ford Road. The area could be extended eastwards to Guerin Street to include the area | That the submission is supported and the following modification is recommended -<br><br>Amend the draft LPS Map by extending the eastern boundary of the Busselton 'urban consolidation' area to Guerin Street. |

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| | | 3. The City is encouraged to develop a housing strategy as part of the implementation of the draft LPS in line with the State Affordable Housing Strategy. | identified by the Housing Authority.<br>3. Noted and the City will give consideration to undertaking the preparation of a housing strategy in association with the overall direction of the Strategy. | |
| **9** | State Heritage Office<br>PO Box 7479<br>Perth WA 6850 | Thirty one places within the City of Busselton are included in the Register of Heritage Places and approximately 192 places are on the Municipal Heritage Inventory. The strategy does not contain any reference to historic cultural heritage.<br>Inclusion of the following is recommended –<br>• A description of the City's heritage assets and reference to the MHI as the main reference document for identification of places with heritage significance.<br>• Acknowledge within the State and regional context of State Planning Policy 3.5: Historic Heritage Conservation objectives for the future of heritage places and strategies/actions to achieve those objectives. | Support modifying the draft strategy to recognise Aboriginal and European historical and cultural heritage. | That the submission is supported and the following modifications to the draft LPS text are recommended –<br><br>1. Amend Theme 4 Environment and landscape to read: *'Environment, landscape and heritage'*.<br>2. Include the following additional objective under section 9.1 Theme 4 objectives –<br>d) Preserve Aboriginal and European historical and cultural heritage. |
| **10** | Department of Health<br>PO Box 8172<br>Perth WA 6849 | 1. Aims of the strategy should include a direct reference to 'enhancing the public health of the community'.<br>2. The potential negative impacts of the mixed and increased density development such as noise, odour, and anti-social activities should be minimised as these issues affect public health. The strategy foresees positive growth outcomes but does not highlight potential negative impacts of such growth. | 1. Support.<br><br>2. Noted. | That the submission is partially supported and the following modification to the draft LPS text is recommended –<br><br>Amend Theme 1: Settlement and community objectives to include the words 'health and wellbeing' as follows -<br><br>c) *The creation of compact, liveable and sustainable settlements that provide their residents with housing and lifestyle choice and affordability, a high quality of life, health and wellbeing, and convenient access to high quality employment and services.'* |

| No | ADDRESS | NATURE OF SUBMISSION | COMMENT | RECOMMENDATION |
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| **11** | Department of Parks & Wildlife<br>PO Box 1693<br>Bunbury WA 6230 | 1. Western Ringtail Possum – the Department has recently undertaken an extensive WRP habitat study and recommends that urban intensification/development and/or infill development does not occur within areas mapped as having a medium, or higher WRP habitat quality vegetation. Urban consolidation areas zoned R30 provide little scope for fauna habitat protection. Suggested wording change for strategy 6.2(e) '*Planning for consolidation should have regard to special character areas, amenity and streetscape and high quality WRP habitat areas*.'<br>2. Supportive of a WRP habitat protection strategy and an associated WRP recovery plan to achieve long term protection of WRP populations.<br>3. Section 8.1 Transport and Infrastructure objectives – should aim to avoid impacts on corridor linkages for WRP and other wildlife.<br><br>4. Strategy 9.2(k) – taller building around the perimeter of Port Geographe should not be supported due to lighting impacts on wetland wildlife.<br>5. Strategy 10.2(d)(i) reference to structure plans to guide development for the Dunsborough Urban Area should also include area 13.<br>6. The identification of ecological corridors should refer to relevant technical studies completed by the DPaW.<br><br>7. Table 1 Urban Growth Area Framework<br>• Carbunup River – should note the significant values of threatened flora, ecological communities and fauna habitat.<br>• Bovell – may be potential development constraints concerning the Vasse Ramsar wetlands.<br>• Yalyalup East – contains the Yate Priority Ecological Community in proximity to Sabina River and the interchange area.<br>8. Cape Rise/Naturaliste Heights – contains high conservation values which warrant review of the structure plan. | 1. The *Local Environmental Planning Strategy* recognises the importance of identifying mechanisms and incentives to protect areas of habitat value and contains recommendations that consider these matters. It should be noted that the urban consolidation area in Busselton is already coded R30.<br><br>2. Noted.<br><br>3. State planning studies that determined the alignment of the BOB and Vasse-Dunsborough Link Road addressed this issue.<br>4. Agree - the direction of the draft Strategy in this regard does not target the perimeter of Port Geographe.<br>5. Cape Rise/Naturaliste Heights (13) is included in the Dunsborough Urban Area.<br>6. As planning processes occur, the latest available departmental technical advice will be utilised.<br>7. Support.<br><br>8. This matter is already addressed in the draft strategy in Table 2: Urban Growth Area Framework. | That the submission is partially supported and the following modifications to the draft LPS text are recommended –<br><br>Amend Table 2: Urban Growth Area Framework by adding the following to the 'Key issues' column:<br>• Carbunup River – *'significant values of threatened flora, ecological communities and fauna habitat.'*<br>• Bovell – *'Vasse-Wonnerup Ramsar wetlands.'*<br>• Yalyalup East – *'Yate Priority Ecological Community in proximity to Sabina River and future BOB interchange area.'* |

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| **PUBLIC SUBMISSIONS** | | | | |
| 1 | Dunsborough & Districts Progress Association<br>PO Box 63<br>Dunsborough WA 6281 | We congratulate the City for a well-considered document, and as one of the principal residents associations in Dunsborough we look forward working closely with the City in order to provide feedback and operational input as the strategy develops. We continue to support a policy of community consultation for all planning and development matters, and will always be available for consultation on any matters of relevance to Dunsborough and Districts. | Noted. | That the submission is noted. |
| 2 | Busselton & Districts Residents Association<br>225 Nuttman Road<br>Busselton WA 6280 | 1. Supportive of many key proposals including proposed upgrades to the Busselton Margaret River Airport.<br>2. Supports return of passenger rail service to Busselton but concerned that, should current railway reserves adjacent to Causeway Road be disposed of, a future train station would be located too far from the city centre.<br><br>3. Waste management – need better opening hours for the Busselton transfer station. | 1. Noted.<br><br>2. The railway reserves are already fragmented and alienated. Land is necessary to facilitate the expansion of Causeway Road to cater for future increased traffic usage.<br>3. Noted and is an operational matter for the City, rather than a strategic planning matter for the draft LPS to contemplate. | That the submission is noted and no modifications are recommended. |
| 3 | Busselton Chamber of Commerce & Industry<br>PO Box 611<br>Busselton WA 6280 | Generally supports the intent of the strategy. The following matters are raised:<br>1. Planning for primary schools as there is seen to be a desperate need for additional schools.<br><br>2. Retail Sustainability Assessments should recognise retail mix as the retail mix in Busselton is not appropriate (too many low quality discount shops that detract from creating a versatile, quality and diverse retail experience). | Noted.<br><br>1. The planning framework can identify sites for public primary schools at the structure planning stage however the timing for the actual delivery of primary schools is the responsibility of the Department of Education.<br>2. Noted, however the purpose of a Retail Sustainability Assessment is to assess the potential economic and related effects of a significant retail expansion on the network of activity centres in a locality. Such assessments do not and cannot control the retail mix for any activity centres, neither can an activity centre plan itself. Where and | That the submission is noted and no modifications are recommended. |

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| | | | when particular types of shops occur is largely economically driven. Activity Centre Plans can guide, but cannot dictate, this type of detail. | |
| | | 3. North-south pedestrian/cycling and local public transport connections are presently limited. | 3. Noted. The strategy supports improvements in pedestrian/cycling routes and local public transport services. | |
| | | 4. Building heights require a thorough re-assessment as current arrangements do not encourage prospective developers and investment. | 4. At present there is limited control on building heights in Local Planning Scheme 21. The *Local Cultural Planning Strategy* and *Local Commercial Planning Strategy* support a relaxation of building height controls in the Busselton City and Dunsborough Town Centres and the Busselton City Centre and Dunsborough Town Centre Conceptual Plans further developed the recommendations of these strategies. | |
| | | 5. The Busselton City Centre and CBD needs redefining and should incorporate West Street development approvals. | 5. Not supported. The City is likely to prepare an Activity Centre Plan for *part* of the Busselton City Centre but that will not include Lot 17 West Street. That site already has an adopted Land Use Concept Plan that is a quasi-structure plan. | |
| 4 | M F Chartres<br>45 Osprey Drive<br>Reinscourt WA 6280 | 1. High speed rail link Perth-Margaret River unrealistic. | 1. The Busselton Outer Bypass corridor (BOB) is of sufficient width to accommodate a future potential high speed passenger rail corridor and the submission from MRWA (submission 1) notes that the recognition of this element in the draft LPS as suitable, albeit very long term, and not within the timeframe of this strategy. | That the submission is noted and no modifications are recommended. |
| | | 2. Local/highway/Busselton City Centre road upgrades supported. | 2 & 3. Support for road and waste management initiatives noted. | |

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| | | 3. Waste management strategies supported. | | |
| 5 | Peter De Cuyper<br>5 Broyage Retreat<br>Quindalup WA 6281 | 1. Re-subdivision/consolidation in Commonage should not be permitted in any existing vegetated areas and any subdivision elsewhere should retain a minimum lot size of 5,000$m^2$.<br><br>2. The strategy should include no fracking permitted.<br><br>3. Review of Commonage rural residential area should include provision for 'granny flat' accommodation for an aged relative on existing blocks to assist in provision of housing for an ageing demographic. | 1. Areas of remnant vegetation within the Commonage would not be considered suitable for consideration for closer re-subdivision/consolidation due to bushfire risk and environmental impact.<br>2. Noted, but this matter is beyond the scope of the Strategy.<br>3. The City's *Local Planning Policy 5C: Relative (Ancillary) Accommodation Provisions* already provides for this type of accommodation within the Rural Residential zone. | That the submission is noted and no modifications recommended. |
| 6 | Grant Adams<br>19 Estuary Drive,<br>Wonnerup WA 6280 | 1. Request support for rezoning of Lot 17 Molloy Street and all lots bordering Ford Road and Molloy Street from Agriculture to Residential for the following reasons –<br>• 1km from city centre<br>• Land is fragmented and lot sizes unsuitable for agriculture<br>• Neighbouring land uses include a church, concrete products manufacturing and a bobcat business<br>• Land has no conservation values<br>• Land is fragmented and unsuitable for agriculture;<br>• Existing Residential R20 is close by;<br>• Lot 17 is serviced by a sealed road, reticulated water, power, rubbish collection and postal delivery. | 1. Not supported.<br>The pattern of land fragmentation within this precinct is not a recent outcome - the area's value for productive agriculture was lost long ago. The area is, in fact, already a de facto rural-residential area. The unsuitability of land for agriculture is very clearly not a sufficient basis to support closer settlement or urban development. Notwithstanding this, officers have considered two key questions in relation to the focus of the submission -<br>• Is there a *need* to identify new urban growth areas in addition to those already identified in the draft Strategy?<br>• If so, where is the best *location* for that to occur?<br>The land supply/dwelling yield projections that underpin the Strategy | That the submission is not supported. |

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| | | | support that there is already sufficient zoned and structure planned land in Busselton to accommodate anticipated population growth for at least the lifetime of the Strategy (15 years+) without the need to identify additional new areas. In terms of location, the Molloy/Ford Road precinct is highly constrained for environmental reasons (wetlands, flood risk) and is an area being considered for a number of intersecting infrastructure projects such as planned future road network upgrades into the Busselton City Centre (e.g. Causeway Road upgrade and Eastern Link).<br><br>2. The strategy supports consideration of the potential for consolidation in existing urban areas and in particular in areas close to the Busselton City Centre, Dunsborough Town Centre and other activity centres, and where merited, in some coastal locations. | |
| | | 2. R15 Residential Zonings – consider recoding to R30 to create more lots closer to the city centre and beachfront and reducing the need to rezone agricultural land on urban fringe. Better utilise existing infrastructure, reduce transport time and associated benefits to the environment. | | |
| 7 | Peter Adams<br>101 Peel Terrace,<br>Busselton WA 6280 | As per point 1 of submission 6. | Refer to comments for submission 6. | That the submission is not supported. |
| 8 | Mike Adams<br>896 Geographe Bay Road,<br>Busselton WA 6280 | As per submissions 6 and 7. | Refer to comments for submission 6. | That the submission is not supported. |
| 9 | Andrew Grono<br>18 Kent Street<br>Busselton WA | Request rezoning of Lot 17 Molloy Street from Agriculture to Residential for similar reasons as set out in submissions 6, 7 and 8. | Refer to comments for submission 6. | That the submission is not supported. |
| 10 | Tim Koroveshi on behalf of Lowe P/L and Lukin | Lot 12 Caves Road, Abbey<br>Supports the identification of this land as Medium Term | Supported for the reasons set out in the submission. | That the submission is supported and the following modification to the draft LPS |

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| | Unit Trust<br>64 Espinos Road<br>Busselton WA 6280 | Urban Growth Area (Abbey South 10) as originally recommended in the version of the draft strategy adopted by the Council on 25 September 2013 for the following reasons –<br>1. The City's rationale for Abbey South was: *'Last undeveloped coastal or near coastal land with significant development potential in the Busselton-Vasse Urban Area. Important this land accommodates housing choice and some non-residential uses.'* The City of Busselton believes that the land is suitable for urban development and in the medium term regardless of any existing planning documentation. Being the local authority, its position regarding the matter should be of paramount importance and relevance.<br>2. The City of Busselton Local Rural Planning Strategy (introduced in 2006), endorsed by both the City of Busselton and the Western Australian Planning Commission, clearly identifies the subject land as being in the Urban (Busselton) precinct.<br>3. The land consists of ex-grazing land and has no environmentally sensitive qualities or constraints. It is therefore easily developable.<br>4. It is directly adjacent to urban development to the north and east and therefore will be in keeping in that regard.<br>5. All reticulated services are conveniently and economically available to the site.<br>6. The land has no viable agricultural capabilities because of the soils types and small lots.<br>7. The land can also be economically developed in relation to required land fill requirements, particularly in comparison to other already identified urban areas (i.e. Ambergate).<br>8. It is conveniently located to numerous community facilities and commercial activities including Vasse.<br>9. It is located adjacent to Caves Road and Bussell Highway and close to the Busselton Bypass and therefore has excellent access to all areas.<br>10. It is located along public transport routes.<br>11. The area already accommodates a number of commercial type uses (i.e. markets, caravan park, | Officers have considered two key questions in relation to the focus of the submissions -<br>• Is there a *need* to identify new urban growth areas in addition to those already identified in the draft Strategy?<br>• If so, where is the best *location* for that to occur?<br><br>In terms of *need*, the land supply/dwelling yield projections that underpin the draft Strategy suggest that there is sufficient zoned and structure planned land to accommodate projected population growth, but that is dependent upon planned/proposed urban growth areas (such as Bovell) commencing development in the medium term. Should that not occur, supply will diminish, with *choice and diversity* in the market becoming more constrained.<br><br>In terms of *location*, officers are of the view that 'Abbey South' has considerable merit for identification for urban development for a number of reasons, including -<br>• The area is the last undeveloped coastal or near-coastal land with significant development potential in the Busselton-Vasse Urban Area;<br>• Further residential | text is recommended –<br><br>1. Amend Table 2: Urban Growth Area Framework by inserting the following –<br>• Settlement column – *'Busselton-Vasse Urban Area'*<br>• Urban growth area column – *'Abbey South'*<br>• Map ref. column – *'18'*<br>• Timeframe column – *'Medium term'*<br>• Approximate potential population column - *'To be investigated via the Leeuwin Naturaliste Sub-Regional Strategy.'*<br>• Key issues column – *'To be investigated via the Leeuwin Naturaliste Sub-Regional Strategy. Other than Port Geographe, this is the last undeveloped coastal or near-coastal land with significant development potential In Busselton-Vasse Urban Area. Important this land accommodates housing choice and some non-residential land-uses.'*<br><br>2. Amend the draft Strategy Map to include Abbey South as 'Medium Growth Area 18' as per the version of the draft Strategy adopted by the Council. |

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| | | restaurant/tavern/tourist accommodation, ice works business) so it cannot be considered a typical rural environment/rural wedge scenario.<br>Alternatively it is requested that the subject land be treated similar to other future urban land in the advertised LPS as land *"to be investigated through the Leeuwin Naturaliste Sub- Regional Strategy".* | expansion to the west is constrained by land in public ownership (Locke Conservation Estate);<br>• It will round off existing residential development/settlement consolidation;<br>• There will not be any affect in terms of separateness of settlements;<br>• The area is close to neighbourhood shopping, schools, community infrastructure, public transport and servicing infrastructure; and<br>• No visual impact or significant environmental constraints.<br>Given that the WAPC, in granting consent to advertise the Strategy, required the exclusion of Abbey South 10 (largely due to inconsistency with the Leeuwin Naturaliste Ridge State Planning Policy), it is recommended that the WAPC be requested to consider the identification of the land as a 'Medium Term Urban Growth Area' (consistent with the version of the draft Strategy adopted by the Council in September 2013) as part of the Leeuwin Naturaliste Sub-Regional Strategy. | |
| 11 | Tim Koroveshi on behalf | Lot 402 (12) Caves Road, Abbey. | Supported for the reasons set out in the | That the submission is supported as per |

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| | of CM & DM Carlyle<br>64 Espinos Road<br>Busselton WA 6280 | Supports the identification of this land as Medium Term Urban Growth Area (Abbey South 10) as originally recommended in the version of the draft strategy adopted by the Council on 25 September 2013 for the following reasons set out in submission 10.<br>Alternatively it is requested that the subject land be treated similar to other future urban land in the advertised LPS as land *"to be investigated through the Leeuwin Naturaliste Sub- Regional Strategy".* | submission. Refer to comments for submission 10. | the recommendation for submission 10. |
| 12 | Shrapnel Urban Planning on behalf of M & V Stewart<br>336 Churchill Avenue<br>Subiaco WA 6008 | Lot 4 (51) Caves Road, Abbey.<br>Maintaining all of the subject land as a "Rural Area" in the LPS does not represent the most appropriate future use of the land from an urban planning perspective. Alternatively, designating ***the northern part of the subject land*** as a "Current Urban Growth" area in the LPS does represent an appropriate planning outcome because:<br>• Designating the northern half of the subject land as an urban growth area is consistent with well-established town planning principles in terms of location, context, accessibility,<br>• proximity to utility and other urban services, highest and best land use and the opportunity to neatly "round off" the existing established urban form.<br>• It would be inappropriate from a town planning point of view, and a waste of a valuable potential urban land resource, to retain all of the subject land as a remnant agricultural "island" surrounded by land with other non-agricultural zonings.<br>• Planning the subject land as an urban growth area would retain all important local environmental values and not be at odds with the intent and provisions of SPP 6.1 – the Leeuwin-Naturaliste Ridge State Planning Policy (LNRSPP).<br>It is therefore requested that the draft LPS be modified by:<br>• Changing the designation of the subject land on the LPS Map ***from*** "Rural Areas" ***to*** "Current Urban | The designation of the land as 'Current Growth Area' is not appropriate as the land is neither zoned nor structure planned for urban development. However the reasons set out in the submission for the land to be identified for urban purposes are supported and identification as a 'Medium Term Urban Growth Area' is being recommended as per the comments in response to submission 10. | That the submission is partially supported as per the recommendation for submission 10. |

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| | | Growth"; and<br>• Inserting and/ or modifying where necessary all relevant text within the LPS document to accord with this modified strategic intention | | |
| 13 | RPS on behalf of J & L Thomas<br>PO Box 749<br>Busselton WA 6280 | Lot 22 Commonage Road, Quindalup.<br>1. The land owners provide their 'in principle' support for the strategic directions outlined in the draft LPS, particularly as it relates to the Dunsborough South' urban expansion area.<br>2. Clarification is sought in relation to the:<br>• timing of the preparation/release of the Leeuwin Naturaliste Sub-Regional Strategy;<br>• high degree of uncertainty over future land use permissibility, and potential impediment to the landowner's current intentions to rationalise land ownership through subdivision;<br>• intended planning process in terms of hierarchy/milestones relating to 'Dunsborough South'; and<br>• details around the intended timeframe for the delivery of the Dunsborough South' urban area (short, medium or long term). | 1. Noted.<br><br>2. The timing of the Leeuwin Naturaliste Sub-Regional Strategy will be determined by the Western Australian Planning Commission and the City of Busselton has no control over how that process progresses. It is the City's understanding that the WAPC will finalise a 'report card' on the Leeuwin Naturaliste Ridge State Planning Policy in the latter part of 2016, with a draft Strategy anticipated 12 months following. There is nothing to prevent the landowner pursuing aspirations for their land that are consistent with the existing planning framework and any planning application brought forward would be considered in the context of the direction set out by this draft Strategy. The draft Strategy identifies Dunsborough South as Medium Term' (10 – 15 years) with immediate consideration being given to commencing structure planning and rezoning processes following final endorsement of this draft Strategy. | That the submission is noted and no modifications are recommended. |
| 14 | Sturt McDonald<br>118 Ridgeway Drive<br>Dunsborough WA 6281 | Concern over the location of the 'separation of settlements' line in relation to Medium Urban Growth Area 14 Dunsborough South. Although the draft strategy recommends that the extent of Dunsborough South be | Noted. The separation of settlements line broadly reflects the 'Wetland Amenity Area' of State Planning Policy 6.1 Leeuwin Naturalist Ridge and, east | That the submission is noted and no modifications are recommended. |

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| | | addressed through the Leeuwin Naturaliste Sub-Regional Strategy, the 'separation of settlements' line should be relocated further west to retain important agricultural land. | of Bussell Highway, the continuance of the wetland chain. The alignment south of the Vasse-Dunsborough Link is indicative and could be considered for adjustment, potentially westwards, in response to the outcomes relating to the expansion of Dunsborough (Medium Term Growth Area 14). | |
| 15 | Tim Koroveshi on behalf of Herbert Schaal<br>64 Espinos Road<br>Busselton WA 6280 | Lot 21 Commonage Road, Quindalup<br>Landowner supports the identification of this, and adjoining properties, within the medium urban growth area 'Quindalup South 1' in the version of the draft LPS as adopted by the Council on 25 September 2013. Notes that the WAPC adopted a modified version of the strategy to remove the Council's preferred direction for this area with the land now identified as: 'the extent, location and density of urban development expansion is to be investigated through the Leeuwin Naturaliste Sub-Regional Strategy.'<br>Landowner remains supportive of Lot 21 being identified as a medium term urban growth area either through modification to the advertised version of the draft strategy to reinstate the area previously referred to as 'Quindalup South 1' or via the Leeuwin Naturaliste Sub-Regional Strategy. | Support for the identification of this land, and adjoining properties, as a medium term urban growth area is noted and agreed with.<br>The WAPC, in its decision to grant to consent to advertise the draft LPS, was clear in its directive that any consideration of expansion/growth for Dunsborough, outside of boundaries identified by the Leeuwin Naturaliste State Planning Policy, is to occur via the Leeuwin Naturaliste Sub-Regional Strategy process. The designation of Dunsborough South 14 area as 'indicative' provides the opportunity for consideration, but is not pre-emptive of possible outcomes of the Leeuwin Naturaliste Sub-regional Strategy. | That the submission is supported and no modifications are recommended. |
| 16 | Stan Lawrence-Brown on behalf of David & Katrina Lodge<br>PO Box 315<br>Dunsborough WA 6281 | Lot 205 Wylarah Way, Quindalup<br>The subject land formed part of long term growth area 17 'Quindalup South 2' in the version of the draft LPS adopted by the Council on 25 September 2013.<br>Land to the north of the subject lot is flagged as medium urban growth area 14 'Dunsborough South', but the extent of this area is undefined, removes any identification of land which may be considered for the long term expansion of Dunsborough and has a deferred timeframe status dependent upon the Leeuwin Naturaliste Sub-Regional Strategy. The strategic intent of the draft LPS is to support | The WAPC in granting consent to advertise the draft Strategy was clear in its directive that any consideration of medium or long term expansion/growth for Dunsborough, outside of boundaries identified by the Leeuwin Naturaliste State Planning Policy, is to occur via the Leeuwin Naturaliste Sub-Regional Strategy process. The designation of Dunsborough South 14 area as 'indicative' provides the opportunity for | That the submission is noted and no modifications are recommended. |

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| | | and proactively plan for the urban growth of Dunsborough in the medium and long term, therefore Quindalup South (17) should be reinstated. | consideration, but does not define specific land parcels for inclusion. Determination of the extent of the Dunsborough South 14 area is to be explored through the preparation of the Leeuwin Naturaliste Sub-Regional Strategy and at this stage it is not clear whether or not this particular lot would be identified. | |
| 17 | Stan Lawrence-Brown on behalf of J & G Holroyd and C & M Campbell<br>PO Box 315<br>Dunsborough WA 6281 | Lots 77 and 79 Ridgeway Drive, Quedjinup<br>The lots formed part of an identified long term urban growth area 'Ridgeway' (area 19) in the version of the draft LPS adopted by the Council on 25 September 2013. It is requested that the Council and the WAPC reinstate the "Ridgeway Urban Growth Area" into the Draft Local Planning Strategy Map and identify within Table 2 as a "short to medium urban growth area" for the following reasons:<br>1. The lot sizes within the subject area range between 3 – 5 hectares with each hosting a single residential dwelling. Accordingly the lots sizes are generally considerably larger than the prevailing rural residential lots to the west which are generally 2 hectares.<br>2. Together the lots effectively form the interface and transition area between the existing rural residential land use of the Commonage and the single residential redevelopment of Dunsborough Lakes. In this regard the subject area does not form part of the Commonage Consolidated Structure Plan Area.<br>3. The subject area is predominantly cleared with open pasture and generally void of any significant remnant vegetation.<br>4. The subject area is bounded by Ridgeway Drive and its identification within a future urban growth area is an effective rounding off to the existing settlement pattern for the western portion of the Dunsborough urban area.<br>5. The subject area forms the direct interface to the existing urban area of Dunsborough Lakes to the east with strong opportunities for connectivity and sustainable urban design | Support the identification of Ridgeway as 'Medium Term Urban' and agree with the justification set out in the submission.<br>The Ridgeway Drive precinct was identified on the version of the draft Strategy adopted by the Council in 2013 as 'Long Term Urban Growth Area 19'. The land was identified for a number of reasons, including –<br>• Large lot sizes;<br>• Gentle topography and mostly cleared;<br>• Close to the Dunsborough Town Centre, community and recreational facilities;<br>• Close proximity to reticulated water and sewerage infrastructure;<br>• Opportunity for pedestrian and vehicle connectivity to Dunsborough Lakes Drive; and<br>• Logical extension to existing urban development.<br><br>Officers have considered two key questions in relation to the focus of the | That the submission be supported and the following modification is recommended –<br><br>1. Amend Table 2: Urban Growth Area Framework by inserting the following –<br>• Settlement column – *'Dunsborough Urban Area'*<br>• Urban growth area column – *'Ridgeway'*<br>• Map ref. column – *'19'*<br>• Timeframe column - *'Medium Term'*<br>• Approximate potential population column – *'To be investigated via the Leeuwin Naturaliste Sub-Regional Strategy.'*<br>• Key issues column - *'To be investigated via the Leeuwin Naturaliste Sub-Regional Strategy. Should urban development be appropriate consideration to be given to the following –*<br>• *There are two public access ways linking Ridgeway Drive with Dunsborough Lakes Drive* |

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| | | application.<br>6. The land is slightly higher than the lower lying areas to the east thus providing greater separation to ground water and less constrained ground surfaces for urban development, including housing construction.<br>7. Due to its proximity to the Dunsborough Lakes, utility services (including reticulated sewer and water) are readily accessible to support future urban development.<br>8. Ridgeway Drive forms the western perimeter of the subject area and suitably separates it from the surrounding rural residential land. While the topography rises slightly over a portion of the subject area from east to west, it is only marginal and does not pose any significant concerns in relation to visual impact along the Leeuwin Naturaliste Ridge.<br>9. The subject area is roughly between 800m to 1.8 km from of the town centre and only 500m to the Dunsborough Playing Fields and Naturaliste Community Centre, from its nearest point. The southern portion directly abuts the current Cornerstone Primary School and is also suitably positioned to utilise future planned community and public infrastructure to the west (e.g. new playing fields, primary school, potential high school and a local neighbourhood centre).<br>10. The subject area also offers strong pedestrian and potential vehicle movement corridors from east to west, thus providing connectivity to Dunsborough Lakes and the town centre.<br>11. Future urban development of the subject area will enable greater walkability and pedestrian movement opportunities thus contributing to sustainable residential outcomes in accordance with WAPC policy objectives (i.e. *Liveable Neighbourhoods).* | submissions -<br>• Is there a *need* to identify new urban growth areas in addition to those already identified in the draft Strategy?<br>• If so, where is the best *location* for that to occur?<br><br>In terms of *need*, the land supply/dwelling yield projections that underpin the draft Strategy indicate that there is insufficient zoned and structure planned land in Dunsborough to accommodate anticipated population growth.<br><br>In terms of *location*, the Ridgeway Drive precinct is generally environmentally unconstrained, and in terms of settlement planning principles, represents a logical extension of urban development at Dunsborough Lakes (for the reasons as set out above). Other than generally in a south/south east direction from Dunsborough and immediately west of Dunsborough Lakes in the Ridgeway Drive precinct, the physical expansion of Dunsborough is highly constrained.<br><br>The WAPC did not support the retention of Ridgeway (19) in the advertised version of the draft Strategy due to inconsistency with State Planning Policy 6.1 Leeuwin Naturaliste Ridge. It is suggested that the WAPC be requested | *and structure planning would need to identify one or both to be constructed as a public road.*<br>• *Visual/ landscape assessment and fire management.*<br>2. Amend the draft Strategy Map to include Ridgeway as 'Medium Urban Growth Area 19'. The extent of Ridgeway 19 is to reflect the version of the draft Strategy as adopted by the Council. |

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| | | | to consider the Ridgeway Drive precinct for medium term urban growth through the preparation of the Leeuwin Naturaliste Sub-Regional Strategy.<br><br>Should Ridgeway be identified as an urban growth area, there are two public access ways linking Ridgeway Drive with Dunsborough Lakes Drive and structure planning would need to identify one or both to be constructed as a public road. | |
| 18 | Tim Koroveshi on behalf of Echo Pastoral P/L; G & L Pike; D Lovejoy; Bontempo Nominees; G & S Waters and A & P Hind<br>64 Espinos Road,<br>Busselton | Lots 74, 75, 76 & 78 Ridgeway Drive, Lot 13 Windle Place and Lot 27 Koopin Place, Quedjinup.<br>The lots formed part of an identified long term urban growth area 'Ridgeway' (area 19) in the version of the draft LPS adopted by the Council on 25 September 2013. It is requested that the advertised version of the LPS be modified identify these and other Ridgeway lots as 'Medium Term Urban' or, at minimum, reflect the version of the LPS as adopted by the City of Busselton at its meeting held on 25 September 2013, which identifies the land as "Long Term Urban Growth". Alternatively, and as a third option, the subject land be treated similar to other future urban land in the advertised LPS as land *"to be investigated through the Leeuwin Naturaliste Sub- Regional Strategy"* (i.e. Table 2: Urban Growth Area Framework — Area 14). The following reasons are provided in support of the submission:<br>1. The land is currently zoned Rural Residential and directly abuts the Dunsborough Lakes urban area. For this reason it is therefore a logical extension of urban development in the Dunsborough area including in relation to servicing | Support. Refer comments in response to submission 17. | That the submission be supported and refer to the recommendation for submission 17. |

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| | | arrangements and minimising costs in this regard.<br>2. The subject lots have large land areas of between approximately 3.4 to over 3.9 ha which are even very large for Rural Residential lots by today's standards where they can get down to 2,000 $m^2$. Further subdivision and for normal urban purposes is therefore recommended.<br>3. The lots are all of a relatively regular/basically rectangular shape which again assists with future subdivision design.<br>4. The lots are generally cleared (ex-pasture land) with most existing buildings close to the existing roads which allows for an easier subdivision design process.<br>5. The mostly cleared land also has other advantages in that significant amounts of remnant vegetation will not need to be removed for future development which is an excellent outcome, particularly being in a Landscape Value Area under the City of Busselton Local Planning Scheme 21.<br>6. Generally cleared land is also of considerable of benefit in relation to fire prevention/control in regard to safety of potential residents and also from an environmental perspective as limited vegetation needs to be cleared to comply with fire requirements.<br>7. Unlike most of the existing Dunsborough urban area, the subject land is at a much higher contour, contains sandy soils, is therefore well drained and easier to develop and at a lower cost than lower lying areas (i.e. no fill required, etc).<br>8. The area has an excellent existing road system providing easy, safe and convenient access to Caves road and nearby areas.<br>9. The Dunsborough CBD and all the services provided there is within very close proximity (i.e. approximately a 5 minute drive).<br>10. The land forms part of the Margaret River Wine Region and is therefore conveniently located to a wide range of activities available there, both man-made and natural.<br>11. There is limited land readily available in the Dunsborough area for future urban development and close to the existing urban area because most of the land is very low lying, contains a significant amount of good quality remnant | | |

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| | | vegetation or is much further out which further justifies the qualities of the subject area for urban development. | | |
| 19 | Yvonne Winchcombe<br>113 Ridgeway Drive<br>Quedjinup WA 6281 | Objection to submissions 17 & 18 and request that the large blocks in the Ridgeway Drive area remain unsubdivided because –<br>• Separate urban development in Dunsborough Lakes from Commonage rural residential blocks.<br>• Visually aesthetic buffer area<br>• Would provide a buffer to the urban area in event of bush fire. | Ridgeway was identified as 'Long Term Urban Growth Area 19 on the version of the draft LPS adopted for advertising by the Council on 25 September 2013. Consideration of this area for medium term urban development is supported for the reasons set out in submissions 17, 18 and 34. Structure planning for the Ridgeway area would have consideration for the matters raised in this submission. | That the submission is not supported. |
| 20 | C & A Harding<br>PO Box 202<br>Dunsborough WA 6281 | Lot 75 Yallingup Siding Road and Lot 76 Cowrang Lane, Yallingup Siding.<br><br>As current and long term owners of these large rural residential lots (used for an intensive horticulture business) we support the identification of suitable areas within the Commonage for re-subdivision/consolidation. The physical characteristics of our lots make them suitable for closer subdivision. Having actively managed the land for 20 years and physically monitored decreasing rainfall during this time, we feel the 8ha blocks would be better suited for smaller lifestyle lots.<br>We lodged a joint submission with seven other landowners in this precinct requesting modification to the Commonage Consolidated Structure Plan in 2007 to provide for closer subdivision and this indicates a level of local community agreement to the direction advocated by the draft LPS. | Support for re-subdivision and consolidation within the Commonage is noted. The strategic direction of the draft LPS is to identify *suitable areas* for re-subdivision within the Commonage and this will be a targeted process via a City-led review of the Commonage Consolidated Structure Plan (CCSP) and not on an uncoordinated and ad hoc basis driven by individual landowners. Land supply within the Commonage is not considered to be an issue as there are opportunities under the CCSP for subdivision that have not been taken up.<br>There are numerous other considerations that such a review of the CCSP would need to account for, such as:<br><br>• Protection of remnant native vegetation and other environmental issues;<br>• Bush fire risk; | That the submission is noted. |

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| | | | • Landscape character and visual amenity;<br>• Road connectivity;<br>• Proximity to infrastructure services such as scheme water;<br>• Settlement planning principles (especially in the southern and more remote outskirt areas of the Commonage) – proximity to community services and facilities; and<br>• Diversity of lot sizes.<br>The application of settlement planning principles to a targeted review of the CCSP would suggest that potentially the most appropriate area for initial consideration would be within the Quedjinup locality northwest of Biddle Road. The general area is more gently undulating, mostly cleared, close to scheme water and other community services/facilities in and near to the Dunsborough Town Centre, easily accessible from Caves Road and would allow consideration of smaller Special Residential sizes lots (i.e. 2,000 – 5,000$m^2$).<br>Notwithstanding this, land supply in particular is not a pressing issue, and as such a targeted review of the CCSP is not viewed as a strategic priority for the City. | |
| 21 | L & S Schoppe<br>PO Box 395<br>Dunsborough WA 6281 | Lot 72 Hayes Road, Yallingup Siding.<br>Same as submission 20. | Refer to comments for submission 20. | That the submission is noted. |
| 22 | RPS on behalf of Notable | Lot 35 Woodbridge Vale and Lot 40 Vasse-Yallingup Siding | Refer to comments for submission 20. | That the submission is noted. |

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| | Downs Partnership<br>PO Box 749<br>Busselton WA 6280 | Road, Yallingup Siding.<br>Support for rural residential consolidation. A development concept plan is provided that demonstrates the site's suitability for closer subdivision and is justified for the following reasons –<br>• The generally cleared nature of the landform and the limited amount of remnant vegetation that will be affected;<br>• The limited land capability of the subject land for viable agricultural or "hobby farm" purposes;<br>• The strategic context, the City's vision outlined in the Draft LPS and the general subdivision framework for the locality;<br>• The general suitability of the topography and soils for onsite effluent disposal;<br>• Increased development can readily be accommodated.<br>• The proposal for further subdivision maintains the current land use, while allowing a larger population to enjoy the rural residential lifestyle;<br>• The commitment from landowners to proceed with subdivision in a sustainable manner on the basis of existing land use activity and its appropriateness within this locality; and<br>• There is seen to be community benefit having regard to land supply, environmental, landscape/visual amenity and biodiversity values, as well as bushfire risk. | | |
| 23 | BSO on behalf of Peter Thompson<br>PO Box 414<br>Busselton WA 6280 | Lots 6 & 7 Quedjinup Drive, Quedjinup.<br>Support rural residential infill/consolidation. The subject land is suitable for closer subdivision as it is mostly cleared and would have negligible impact on environmental, landscape/visual amenity and biodiversity values. | Refer to comments for submission 20. | That the submission is noted. |
| 24 | Tim Koroveshi behalf of John Reid | Lots 1 – 14 Quedjinup Drive/Little John Road, Quedjinup.<br>"Support and pro-active assistance" in relation to further | Refer to comments for submission 20. | That the submission is noted. |

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| | 64 Espinos Road<br>Busselton WA 6280 | subdivision /consolidation of land within the Commonage Structure Plan Policy Area is supported by the subject landowners generally, but in particular for their land, for the following reasons:<br>1. The subject land was one of the earlier rural residential subdivisions within the Commonage Structure Plan Policy Area and is identified under that document as being within an area where minimum 2 ha and average 3 ha lot sizes are recommended. Actual lot sizes range from 2.2 ha up to 4.2 ha. These lot sizes are very large by current standards with some rural residential land being subdivided down to 2,000 $m^2$.<br>2. The current lots are of a very regular shape and this would enable a quite simple re-subdivision design/process.<br>3. The land was previously cleared and utilised for grazing for many years. Therefore, any further subdivision of the land can avoid unnecessary clearing of remnant vegetation as may be required in other parts of Commonage which is obviously an excellent environmental outcome.<br>4. Cleared land is also an advantage in relation to fire prevention/control in regard to safety of residents and also from an environmental perspective as no vegetation needs to be cleared. 5. The subdivision has an excellent existing road access system providing easy, safe and convenient access to all nearby major roads plus power and telecommunication services.<br>6. The Dunsborough CBD and all the services provided there is within close proximity (approximately a 5 minute drive).<br>7. The land is part of the Margaret River Wine Region and is therefore within close proximity to a wide range of activities available there both man-made and natural.<br>8. There will be no further land rezoned for rural residential development. | | |
| 25 | BSO Development Consultants on behalf of Marshall Bennett P/L<br>PO Box 414 | Lot 37 O'Byrne Road, Quindalup<br>The potential for this land to be identified in the draft LPS as a site for further investigation/subdivision is raised. Site is 114ha and the north-eastern portion is zoned Rural | Not supported. The submission is seeking an extension to the Rural Residential zone which is inconsistent with the strategic direction of the | That the submission is not supported. |

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| | Busselton WA 6280 | Residential, with the balance zoned Agriculture. The quality native vegetation in the rural residential zoned portion of the site is worthy of retention. As an alternative, the eastern portion of the site is parkland cleared with mostly non-native species and the option of rationalising the current zoning of the property to allow some closer subdivision whilst providing for the long term protection of the north western vegetated section is proposed. | WAPC, as set out in the *South West Region Planning and Infrastructure Framework 2015*, whereby proposals for new Rural Residential areas are not supported. Given the density of bushland vegetation and the degree of slope to that land within the Rural Residential portion of Lot 37, together with current legislation relating to the clearing of native vegetation and planning for bushfire protection, it is highly unlikely that subdivision and development in the subject location could be implemented in practice. Furthermore, the suggested 'transfer' of development potential to the 'Agriculture' zoned portion of Lot 37 is inconsistent with the Commonage Consolidated Structure Plan which identifies the subject location for 'open landscape/rural production', wherein no further subdivision is supported. | |
| 26 | Jen Libby-Jackson<br>16 Peppermint Way<br>Vasse WA 6280 | Support the direction of the draft LPS to plan for and identify suitable areas for re-subdivision of existing rural residential development in Dunbarton (in particular those 5 acre lots around the Peppermint/Paperbark Way and Rendezous Road intersections) for the following reasons –<br>• Current structure plan is approximately 30 years old.<br>• Increase the availability of smaller rural residential lots in the immediate area without affecting the general character of the locality or the amenity of surrounding residents as smaller lots already exist.<br>• Increase access to facilities in the area – pony club, trotting track, schools, leisure centre and progressive Vasse development.<br>• Eliminate the need to create new areas for the | Support for re-subdivision and consolidation within Dunbarton is noted.<br>A targeted review of the Dunbarton area for re-subdivision and consolidation opportunities is viewed as having a higher priority for a City-led review than the Commonage for the following reasons –<br>• Rural Residential land supply is more acute;<br>• Rural Residential zoned land to the east of Vasse) is identified by the draft Strategy as Long Term Urban (Vasse East) – | That the submission is noted. |

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| | | purpose of smaller rural residential lots.<br>• Assist with infill/consolidation in close proximity to the Busselton City Centre.<br>• Adoption of an integrated plan that includes the lots the subject of this submission within 5 years would ensure progressive planning while maintaining the benefits to these and other lots of rural residential living/lifestyle. | largely because settlement planning principles support the higher and better use of this land for urban purposes and not large lifestyle lots;<br>• The land is flat and cleared of remnant vegetation;<br>• Lower bush fire risk;<br>• Lower landscape character and visual amenity considerations;<br>• Reticulated water and potentially sewerage services are close by;<br>• Well serviced by the district road network;<br>• Close to Busselton City Centre, community facilities and services; and<br>• Location is more favourable from a settlement planning perspective.<br>A targeted review of the Dunbarton structure plan would be a City-led process and not driven on an uncoordinated and ad hoc manner driven by individual landowners. | |
| 27 | Larry Smith on behalf of P Cook<br>17 Ufton Street<br>Gwelup WA 6018 | Lots 100 & 101 Brash Road, Yallingup.<br>The land is zoned 'Viticulture/Tourism with Additional Use (A60) for a major tourist resort including up to 163 accommodation units, hotel and ancillary facilities. Strata subdivision has been an integral and essential component to the development of the resort, subject to a Resort Management Plan as required under the approved structure plan for the land.<br>Theme and Strategy 2(g) of Section 6.1 proposes, in the case of small scale low key tourism accommodation in rural areas, not to *"permit any further strata subdivision of tourist* | Not supported. The submission clearly misinterpets the intention of the draft Strategy which is not to permit any further strata title subdivision of tourism accommodation in rural areas, irrespective of the scale of development that either exists or is proposed. It should be noted that the site the subject of this submission remains undeveloped, notwithstanding that the structure plan was endorsed in 2004 | That the submission is not supported. |

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| | | *accommodation or unrestricted length of stay component outside of the Busselton - Vasse Urban Area and Dunsborough Urban Area*".<br>While it is clearly the intention of Theme 2(g) to impose these controls on small scale, rural chalet type development on farms, the current wording "in rural areas" could be mis-interpreted to include major tourist developments in rural areas having a specific tourist zoning, such as in this case.<br>Accordingly, we seek re-wording of Theme 2(g), Section 6.1 to specifically exclude tourist accommodation developments in rural areas having a specific tourist zoning. | and as such is out of step with the current planning framework, especially relating to bush fire prone areas.<br>In the City's experience, strata schemes as a business model for underpinning tourist accommodation development outside of urban areas are often not successful and lead to pressure to relax length of stay restrictions to permit permanent residency. If that were allowed to occur, it would effectively create isolated settlements scattered throughout the rural area, placing people remote from employment, shops, community services and facilities. | |
| 28 | Tony Arias on behalf of Caves Road 1676 P/L<br>PO Box 1311<br>Subiaco WA 6904 | Lot 200 Caves Road, Dunsborough.<br>1. Opposes the 'Rural' classification of the site because it is inconsistent with the planning framework applicable to the land. The site is zoned 'Tourist' and is identified as a non-strategic tourist site in the Local Tourism Planning Strategy and a number of development applications have been approved by the City for tourist development. The immediate area, including the subject land, comprises over 15ha of tourist zoned land.<br>2. Request the draft LPS be modified to identify Lot 200 for tourist and residential uses. | Not supported.<br>1. The draft strategy does not specifically identify 'Tourist' zoned land within urban areas or land having tourist accommodation in non-urban areas.<br><br>2. Not supported. The fundamental planning issues related to intensification of development on these four land parcels include the inability to comply with *State Planning Policy 3.7 Planning in Bushfire Prone Areas,* and –<br>• remnant vegetation and steeply sloping topography;<br>• area and surrounds are designated as bush fire prone on State Map of Bushfire Prone Areas;<br>• no secondary road access; | That the submission is not supported. |

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| | | | • State Planning Policy 6.1 Leeuwin Naturaliste Ridge/draft LPS & Local Tourism Planning Strategy do not contemplate tourist accommodation sites in the Rural or other zones outside of town sites as being suitable for a residential component; and<br>• to achieve acceptable fire management/protection outcome - significant impact on vegetation and the visual landscape amenity – contrary to LNRSPP/Landscape Value Area/Local Rural Planning Strategy. | |
| 29 | Calibre Consulting on behalf ARW Nominees | Lot 11 and portion of Lot 803 Chapman Hill Road, Busselton<br>The land is identified in Table 4: Industrial/Service Commercial Area Framework as being partly zoned and structure planned, with a particular emphasis on accommodating automotive-related development.<br>The submission requests removal of the reference to automotive-related development as proposed Scheme Amendment 21 (and a revised structure plan) has been lodged with the City that seeks to remove the emphasis on automotive/marine sales in favour of a more general, mixed, light industrial focus. | Support. Lot 11 is currently zoned 'Special Purpose (Ambergate Automotive Development Area)' and within Special Provision Areas 47 & 48, both of which set out permissible land uses pursuant to Schedule 4 of Local Planning Scheme 21. SP47 permits land uses that involve, or are directly reliant upon, or directly related to, motor vehicle and marine sales. SP48 is more relaxed and akin to the Busselton LIA in permissible uses. The overall intent of the zoning of the land was to facilitate the creation of a new automotive/marine sales precinct. Since the land was rezoned in 2012, endeavours to attract the relocation of car and marine dealerships to the site have not been successful. | That the submission is supported and the following modifications to the draft LPS text and map are recommended –<br><br>1. Amend Table 4: Industrial/Service Commercial Area Framework in relation to Chapman Hill Road (1) by deleting the word *'Automotive'* from the Commercial Area Type column and deleting the words *'with particular emphasis on accommodating automotive-related development'* from the Key Issues column.<br><br>2. Amend the draft LPS map to include a portion of Lot 803 within Chapman Hill Road (1) consistent with proposed Scheme Amendment 21 to Local Planning Scheme 21. |

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| | | | Officers are therefore supportive of proposed Scheme Amendment 21 that seeks to remove SP47, include the whole of Lot 11 within SP48, as well as extending the Special Purpose zoning and SP48 to include a portion of Lot 803 so as to align with the future entry road to Ambergate North (Current Urban Growth Area 7 on the draft LPS map) from Chapman Hill Road.<br>It should be noted that the proposed scheme amendment application is yet to be put before the Council for consideration to initiate). | |
| 30 | Cardno on behalf of Lester Ambergate Pty Ltd<br>PO Box 447<br>West Perth WA 6005 | Lots 4 & 2363 Queen Elizabeth Avenue, Ambergate.<br>1. Endorsed Ambergate Structure Plan identifies the abovementioned land for residential development, district open space, multiple use corridor and portion of a future primary school site. The draft LPS identifies the land as being part of the Ambergate North (7) current urban growth area (including both zoned and unzoned portions and this is strongly supported by the landowner. It is the landowner's intent to develop the subject site in the short term which is consistent with the timeframe set out by the draft LPS within Table 2 Urban Growth Area Framework. | 1. Not supported. The landowner intent to progress an amendment to Local Planning Scheme 21 to rezone the land to facilitate short term urban development is considered premature for a number of reasons, including:<br>• The current area of land zoned 'Special Purposes (Ambergate North Development Area)' has been strategically identified as the logical development front within the DGP area and the subject site is not contiguous with this. The proposed amendment represents a premature and piecemeal rezoning and would create an unreasonable expectation that subdivision and development could occur on multiple development fronts, causing | That the submission is not supported. |

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| | | | significant difficulties in the coordination of infrastructure provision and contrary to the principles of orderly and proper planning.<br>• Based on the current supply of land already zoned to provide for residential development, no imperative exists for the rezoning of the subject site to meet demand.<br>• The subject site does not demonstrate any reason why it should be preferred to existing zoned land.<br>• The proposed amendment would facilitate subdivision and development of the subject land which, based on the availability of servicing infrastructure (particularly electricity and waste water), would compromise the ability to develop land within the existing zoned Ambergate North Development Area.<br>• The proposed amendment does not provide sufficient information or assessment addressing the timing and treatment of upgrades to the Queen Elizabeth Avenue/Busselton Bypass intersection, which could potentially be immediately necessary should development commence from the western | |

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| | | | part of the DGP area without other road connections to the north and east being in place.<br>• The proposed amendment does not address how stormwater detention and flows from the subject site can be managed in accordance with the Local Water Management Strategy, which relies on the development of systems across the DGP area including retention areas and outlets at the north/ western extent of the DGP area.<br>• The proposed amendment is premature in relation to buffers associated with the adjacent Waste Water Treatment Plant and concrete batching plant and a significant portion of Lots 4 and 2363 is unable to be developed and for an unknown period.<br>• The proposed amendment undesirably precedes the finalisation of a Developer Contributions Plan for the Ambergate North Development Area, through which strategic issues relating to community facilities are yet to be resolved (including the district level facilities within the subject site).<br><br>2. Ambergate North is identified as a | |
| | | 2. The housing supply projections provided in the draft LPS explanatory report identifies the unzoned portion of Ambergate North (which the land the subject of this submission is located) as being delivered in the medium – | | |

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| | | long term (i.e. 5-10yrs and 10yrs +) which is inconsistent with the Urban Growth Area Framework. | Current Growth Area by the Strategy because it is (partly) zoned and structure planned for urban development, similar to the other identified Current Urban Growth Areas (e.g. Provence, Vasse etc.). The land supply/dwelling yield modelling that underpins the Strategy supports the position that there is already sufficient zoned and structure planned land to accommodate anticipated population growth for at least the lifetime of the Strategy (15 years+) without the need for additional land *outside* of the existing zoned portion of Ambergate North to be rezoned. The assumptions and estimates of residential development in the modelling depend upon a number of factors outside the City's control and which are subject to change. The modelling, which represents one scenario (in terms of locational supply, choice and diversity of residential estates in the market at any given year in the future), supports the recommendations of the Strategy rather than determining them. The estimated time of delivery considers residential product delivery and represents a desirable scenario in terms of maximising location choice; however during the lifetime of the Strategy, the scenario is likely to be influenced by numerous factors that may see land supply in some areas delayed, while others are advanced. | |
| 31 | Planning Solutions on | Lot 300 Strelly Street, Busselton | 1. Noted. | That the submission is noted but points |

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| | behalf of Primewest Group<br>PO Box 8701<br>Perth WA 6000 | 1. Support for the strategic direction for the Busselton LIA to transition to bulky goods retailing.<br>2. The continued development of bulky goods retail within the LIA should be given priority over all other areas under the draft LPS and should be recognised as the primary bulky goods retail.<br><br>3. Timeframes for the development of Industrial/Service Commercial land requires modification to ensure long term sustainability. A mechanism/trigger (such as population growth, land availability or capacity of existing land supply) for the staged release of Service/Commercial land should be added to the LPS text.<br><br>4. The 'Bulky Goods Showroom' definition provided within | 2. Not supported. There is no strategic justification to warrant this proposition nor is there a logical rationale to support the primacy of one industrial/service commercial area for bulky goods retail at the expense of other areas. The Strategy seeks to ensure that there is land available to facilitate economic growth and diversification, not only to provide flexibility and choice in location for businesses and investors for a broad range of industrial and service commercial land uses, including bulky goods retail, but also for consumers throughout the District and the South West Region.<br><br>3. Industrial/Service Commercial Areas 1 – 5 (Existing/Current) are already zoned and structure planned (but yet to be subdivided i.e. Airport North 1 & Chapman Hill Road 4) or are already subdivided and largely developed (i.e. Strelly St/Busselton LIA 2). Other areas (Airport North Extension 6, Chapman Hill Road 7 and Airport South 8) are designated 'Medium Term' (10-15yrs+). The Strategy is clear in its direction that the timely commencement of rezoning and structure planning for medium term areas would consider existing land supply and demand and seek to ensure continuity of supply and diversity.<br><br>4. This is a matter that relates to detail | 2, 3 and 4 are not supported. |

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| | | Schedule 1 of the Regulations should replace the definition for 'Showroom' in the City's town planning scheme to provide greater certainty of permissibility of large format retail uses. The City's 'Showroom' definition does not provide adequate definition for bulky goods showroom and may allow competing and conflicting uses to be established. | within Local Planning Scheme 21 and is not for the Strategy to contemplate. | |
| 32 | Large Format Retail Association<br>PO Box 78<br>Balwyn North<br>Victoria 3104 | 1. We support the identification of ten (10) locations for Industrial/Service Commercial (allowing for *'Bulky Goods Showrooms'* in the draft *'LPS'*. We consider the staged release of these locations requires further investigation by the City to ensure the long term sustainability and viability of Industrial/Service Commercial land supply.<br>2. The draft *'LPS'* should include a clearer strategic direction for each Industrial/Service Commercial location. Specifically, the *'LPS*' needs to provide location specific strategies which describe priority land uses, land use mix, and general development standards. Future statutory/policy measures should be informed by these location specific strategies.<br>3. Bulky goods retail (BGR) is identified as a '*key issue'* within *'table 4'* of the draft *'LPS'*. Including the *'Bulky Goods Showroom'* model definition from the '*Planning and Development (Local Planning Schemes) Regulations 2015*' (**Regulations**) should be incorporated into a new local planning scheme as a priority. | Not supported. Refer to comments for submission 31. | That the submission is not supported. |
| 33 | Planning Solutions on behalf of Erceg Management<br>PO Box 8701<br>Perth WA 6000 | Lot 17 West Street and Lots 2, 3 and 11 Bussell Highway, Busselton.<br>1. Support the draft LPS insofar as it recognises the potential for expansion and growth of the Busselton city centre.<br>2. The LPS objective for the continued growth of the Busselton city centre is supported.<br>3. The LPS should explicitly identify that the "further detailed planning" required for Busselton city centre is to be in the format of an activity centre plan. All references to the LPS identifying an indicative boundary for the Busselton city centre should be deleted. The activity centre plan will define the boundary of the Busselton city centre based on the | 1. & 2. Noted.<br><br>3. Not supported. The City is likely to prepare an Activity Centre Plan for *part* of the Busselton City Centre but that will not include Lot 17 West Street. That site already has an adopted Land Use Concept Plan that is a quasi-structure | That the submission is noted but points 3 - 5 are not supported. |

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| | | relevant considerations, which will include land within an 800m walkable catchment to major public transport stops.<br>4. Having regard to the previous analysis undertaken for the City and the subject site being located within the 800m walkable catchment of the city centre, the subject site should be described throughout the LPS as being *'in'* the city centre, not *'on the fringe of'* or '*outside'* the city centre.<br><br>5. Reference in the draft LPS to retail development on West Street reducing potential growth of the Busselton city centre by 10-15 years is misleading, and should be deleted. There is no reference to an economic or strategic study to support this statement. Retail development on the subject site is supported by the planning framework, and is consistent with the objective of the draft LPS for continued growth of the Busselton city centre. | plan.<br><br>4. Not supported. At best the location of the proposed West Street development could be described as being on the fringe of the Busselton City Centre. It is not designed along the principle of a walkable catchment; rather its dominant customer transport mode will be the private motor vehicle.<br><br>5. Not supported. The reference is not within the draft LPS text, but is part of the background explanatory report. | |
| 34 | Planning Solutions on behalf of DCSC P/L<br>PO Box 8701<br>Perth WA 6000 | 1. Support the identification of the Dunsborough Town Centre **(DTC)** as the principal activity centre for the western half of the District.<br>2. There is sufficient capacity within the DTC to provide for the future increase in demand for shopping and services created by population growth and tourism.<br>3. Do not support the physical expansion of the DTC footprint growing to the southern side of Caves Road into the Dunsborough Playing Fields site for the following reasons –<br>• There is sufficient zoned land (or land proposed to be rezoned) within the DTC, including undeveloped or under-developed land.<br>• The Dunsborough Playing Fields should be maintained in its current location, as it is centrally located and provides a highly accessible community focal point for people, services, employment and leisure. | 1. Noted.<br><br>2. No evidence or justification is provided in support of this statement.<br><br>3. Not supported. The draft strategy *suggests* the possible consideration of the Town Centre footprint growing to the southern side of Caves Road into the Dunsborough Playing Fields site. This would be need to be subject to, amongst other things, the identification and development of replacement playing fields, the treatment of Caves Road itself to enable safe pedestrian movement and traffic circulation, and justification through retail needs assessment. | That the submission is partially supported (point 5) but points 2, 3 and 4 are not supported. |

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| | | • Expansion of retail floorspace is not supported or informed by a retail needs assessment to provide justification for any expansion.<br>• There is no integrated land use/transport strategy to guide the mixed use redevelopment of the DTC. Consolidating the DTC will prevent commercial land uses from spreading outside of the centre's core and in doing so ensure the primacy of the DTC within the City's activity centre hierarchy is maintained. | There are no proposals to rezone land within the town centre to accommodate significant new shop retail and commercial floorspace (i.e. another supermarket) and the rezoning of the Clarke Street land as part of Omnibus 1 to Local Planning Scheme 21 provides only limited opportunities for assembly of the kind of sites that could accommodate major, new retail and commercial developments that would be needed to provide local access to services and employment for a projected population of 15,000+ and shop retail floorspace of 20,000sqm.<br>A retail sustainability assessment prepared by an economics consultancy that the submitter has partnered with regularly completed in 2012 found that an additional 16,000sqm of shop retail floorspace could be sustained in Dunsborough Lakes by 2031. What is clear is that Dunsborough will be able to sustain an increase in shop retail and commercial floorspace and to accommodate that, town centre redevelopment and/or physical expansion of the town centre footprint and/or the development of a secondary centre (i.e. investigated as part of the planning for 'Dunsborough South 14') will be required. The case for physical expansion of the Dunsborough Town centre footprint is much stronger than in the case for Busselton – and so this submission appears inconsistent with another submission lodged by the same firm. | |

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| | | | The resolution of the Council in relation to final approval of Omnibus Amendment 1 to Local Planning Scheme 21 included reference to the preparation and/or review of a broad-based urban design policy for the Busselton City Centre and Dunsborough Town Centre which would give consideration to, amongst other matters, integrated land use/traffic/pedestrian strategies. | |
| | | 4. Recommend a Shop/Retail floorspace cap of 300m$^2$ on any future local centre within Dunsborough Lakes to provide for the day-to-day convenience shopping needs of the local community, but which still maintains the primacy of the DTC. | 4. Not supported. No explanation or justification is provided on how this shop retail floorspace figure has been derived for Dunsborough Lakes. Whilst the current planning framework for Dunsborough Lakes provides for the consideration of a 'local convenience centre', the scale of commercial/shop retail development will be determined via structure planning and retail needs assessment. | |
| | | 5. Request the inclusion of the Rural Residential zoned lots abutting the western side of Dunsborough Lakes (Ridgeway Drive) be considered for future urban expansion and included in any investigations relating to the preparation of the Leeuwin-Naturaliste Sub-Regional Strategy for the following reasons –<br>• These lots are currently zoned Rural Residential, approximately 3ha-4ha in size, relatively cleared and unconstrained.<br>• The lots are in close proximity (approximately 1km-2km) to the DTC and will enhance the vitality and viability of the DTC retail area.<br>• The lots are not large enough to support viable agricultural production.<br>• The lots provide opportunities for housing variety | 5. Supported. See comments for submission 17. | |

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| | | and density, not already provided within Dunsborough.<br>• Further investigations are likely to demonstrate the land is free of environmental constraints and will provide opportunities to provide a consolidated and sustainable urban form.<br>• Enable the utilisation and upgrade of existing and limit the amount of new infrastructure required to support urban expansion. | | |
| 35 | Roberts Day on behalf of the Perron Group & Stawell P/L<br>424 Murray Street<br>Perth WA 6000 | Lots 9542 & 9545 Napoleon Promenade, Vasse and Lots 9001, S19 & S20 Bussell Highway, Abbey.<br>The submission requests the identification of these lots for future development and is accompanied by five supporting technical assessments: environmental assessment; drainage, water quality and nutrient management; traffic and access; and servicing considerations. The following modifications to the draft LPS are requested -<br>1. Extend the 'settlement boundary' north of Vasse to include Lots 9545 & 9542 Napoleon Promenade and Lot 9001 Bussell Highway and their identification as Medium Term Urban Growth Area 'Vasse North' on the draft LPS Map and Table 2: Urban Growth Area Framework for the following reasons –<br>• Consolidate the Vasse Settlement footprint.<br>• Close proximity to the village centre and a range of retail, services and amenities.<br>• Leverage existing investment in utility and community infrastructure.<br>• Successful and well-funded developer contribution plan in place.<br>• Land owned by same developer.<br>• Advanced planning for Vasse means that planning for the Vasse North medium growth area could commence immediately.<br>• Land should be zoned to reflect its development potential.<br>• Lots S19 & S20 could be reserved and added to the | 1. Not supported. The expansion of the Vasse footprint north of the Vasse Bypass is not contemplated by State Planning Policy 6.1 Leeuwin Naturaliste Ridge. If this land had been contemplated for inclusion as part of Vasse the alignment of the Vasse Bypass would have been planned further northwards, to avoid significant road severance issues that would result. Potentially, however, part of the land could be considered for the location of institutional uses, such as such as medical or educational uses, with a District-wide or regional catchment. | That the submission is not supported. |

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| | | Locke Nature Reserve and define the limit to further urban development and maintain separation of settlements.<br>• Land is constrained for productive agricultural use.<br>• Improve wetland values by improving the quality of water entering Buayanyup Drain.<br>• No constraints to development from environmental, drainage, traffic or servicing perspectives.<br>•<br>2. Increase the retail floorspace allocation for the Vasse Neighbourhood Centre on Table 3: Activity Centres Framework to 8,500sqm NLA for the following reasons –<br>• A Market Analysis prepared by Urbis (2014) concludes that the Vasse Village Centre has potential at capacity for a core retail centre of 6,000sqm, plus 2,500 sqm of specialty shops. This analysis is based on resident population of 12,000 (primary and secondary residential catchments) and additional workers and students employed in the town centre and in the Vasse LIA.<br>• The Urbis Report anticipates population growth within the primary and secondary retail catchments of Vasse of 9,500 people (2021), 11,500 people (2026) and 12,000 people at capacity.<br>• Whilst the Urbis Report uses a slightly higher population growth rate than the Draft LPS (i.e. for the period 2026+ a figure of 2.6% pa compared to 2.4% pa) the growth conclusions are not substantially affected, and support the conclusion that the Vasse Village Centre will need to accommodate further retail capacity.<br>• This analysis does not consider additional population if Parcels 1 and 2 (or in fact, other landholdings identified for future development in the Draft LSP such as 'Vasse East') are made available for residential development, which would contribute to further retail demand. | 2. Not supported. An increase in shop retail floorspace cap to 8,500m$^2$ is not contemplated by State Planning Policy 6.1 Leeuwin Naturaliste Ridge and would result in an activity centre significantly larger than the 'neighbourhood centre' classification in SPP6.1 and the retail cap established by the endorsed structure plan. Such a significant increase in shop retail floorspace would undermine/delay the delivery of discount department store & additional supermarket development within the Busselton City Centre, the Dunsborough Town Centre and the future Ambergate North district centre. | |

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| | | • The predicted population growth falls within the time horizon of the Draft LPS and is a relevant basis for amendment of the Activity Centre Framework target for Vasse.<br><br>3. Remove the 'Planned/Potential Strategic Local Road Access' identified through the future Armstrong residential village for the following reasons –<br><br>• Concerned it will direct district traffic from the planned future BOB via a major district road through a residential village.<br>• Current planning for the future Armstrong residential village proposes the re-alignment and downgrading of Bussell Hwy to local road status consistent with the objectives of the Vasse DGP whereas the draft LPS presupposes a continuation of its current role.<br>• The anticipated volume of external traffic that will utilise the proposed route will likely require the upgrading of the two bridges over the Buayanyup Drain (at Florence/Rendezvous Road and Bussell Highway) and that cost will fall to the developer.<br>• District traffic travelling north from the BOB on the extension of Kaloorup Road should instead continue along the current alignment of Kaloorup Road, and the road upgraded as required to accommodate additional traffic.<br>• Consideration could be given to extending Rendezvous Road along the southern boundary of the Vasse Estate, connecting to the Busselton Bypass at the southwestern corner of the Vasse estate. | `<br><br>3. Not supported. The submission assumes that Kaloorup Road will carry regional and district traffic to and from the BOB but this is not the case. The BOB is planned as an overpass at Kaloorup Road, with no opportunity for exit or entry. Hence the extension of Rendezvous Road depicted as 'Planned/Potential Strategic ***Local*** Road'.<br>Conceptual design drawings for the future Armstrong Village (bound by the Buayanup Drain, Bussell Highway and Florence Road) include several options for strategic north/south road connectivity (as alternatives to Kaloorup Road which will not be capable of accommodating any significant increase in future traffic generation) to Florence Road/Rendezvous Road and potentially to 'Vasse South' (included as a recommended modification to the advertised version of the draft Strategy and reflective of the version of the draft Strategy adopted by the Council in 2013). | |
| 36 | Board of the Vasse Primary School<br>Kaloorup Road, Vasse | 1. Safety aspects affecting traffic flow on Kaloorup Road passing the Vasse Primary School - request that Kaloorup Road at the intersection with the presently named Bussell | 1. Detailed matters that are more appropriately dealt with via ongoing updates of the Vasse Structure Plan and | That the submission is noted. |

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| | WA 6280 | Highway; in front of the primary school, the Vasse Hall, the Vasse Tennis courts and the Newtown Oval, become a one way street. Kaloorup Road to carry one way traffic for about 100m until it reaches the roundabout at Heritage Drive. Our reason for this request is that student numbers have grown exponentially over the past 4 years and traffic is constant with a large primary school.<br><br>2. No access to Kaloorup Road from the Busselton Outer Bypass (BOB) - supported as this will reduce potential traffic past the school site.<br>3. The intersection of Kaloorup Road and Rendezvous Road to encourage traffic away from the primary school - traffic travelling north up Kaloorup Road from Jindong etc. should be encouraged to turn left, westwards along Rendezvous Road (presently Florence Road) or right eastwards along Rendezvous Road towards Busselton.<br>4. Rendezvous Road as a major carrier of internal Vasse traffic - endorse Rendezvous Road carrying all traffic off present and future subdivisions south of the wetlands of the old Buayanyup River system. | detailed planning for the future Armstrong Village (refer to comments in response to submission 35). The draft LPS identifies a Planned/Potential Strategic Local Road linking Rendezvous Road to Bussell Highway (which could potentially divert non-school traffic away from the northern section of Kaloorup Road and the primary school).<br>2. The BOB is planned as an overpass at Kaloorup Road with no opportunity for exit or entry.<br>3. Noted and see comments for submission 35.<br><br>4. Noted. | |
| 37 | Halsall & Assoc – Andrew Blee | The draft LPS should identify the Vasse town site as a 'Local Centre' and establish a maximum shop retail floorspace allocation of 1,500m$^2$. | Not supported. The Vasse town site structure plan caps the shop retail floorspace allocation at 1,150sqm. No justification or compelling rationale is provided in the submission to support an increase in the allocation to 1,500m$^2$. At its meeting of 27 May 2015 the Council adopted for final approval a structure plan for the Vasse town site that established a shop retail floor space cap of 1,150m$^2$ and did not support a submission received in response to advertising the draft proposal seeking an increase in the shop retail floorspace to 1,300m$^2$. | That the submission is not supported. |

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| 38 | Planning Solutions on behalf of Masonic Care WA<br>PO Box 8701<br>Perth WA 6000 | Lots S29 & S30 William Drive, Broadwater<br>1. Support the draft LPS insofar as it recognises the need to facilitate a mix of housing types and lot sizes to provide for housing choice, diversity and ageing in place. Recommend a greater emphasis on the need for aged persons accommodation be incorporated into the draft LPS. Generally support the draft LPS as it encourages the expansion and improvement of community facilities to meet the needs of a growing and increasingly diverse population. The draft LPS recognises the City must plan for and allow its population to age in place.<br>2. Request the subject site identified for future aged persons' accommodation, along with other appropriate sites and areas within the City.<br><br>3. Recommend the draft LPS provide further information and certainty in relation to the provision of aged persons' accommodation within the City. Aged persons accommodation should be encouraged within the City through the introduction of measures such as development guidelines and incentives for this form of development. | 1. Noted<br><br>2. Not supported. The submission requests the inclusion of information that is too detailed for a high level, strategic planning document.<br>3. Not supported. Local Planning Scheme 21 provides flexibility in terms of locating aged persons accommodation in the 'Residential' and 'Agriculture' zones. Additionally sites for retirement and aged persons' accommodation have been identified on structure plans for Ambergate North and Dunsborough Lakes. The Residential Planning Codes of WA also provide for dependant and aged persons accommodation within residential areas and offer variations to standard requirements to encourage this form of development. | That the submission is not supported. |
| 39 | Halsall & Associates on behalf of M Craigie & E Gregory<br>PO Box 29<br>Margaret River WA 6285 | Request that the draft LPS map be modified in relation to the boundary of Current Urban Growth Area 6 – South Broadwater to reflect the rezoning of 11ha of land forming part of 'Nilgup Park' to Conservation zone and the revised Broadwater Structure Plan. | Support. Scheme Amendment 13 to Local Planning Scheme 21 has been supported Minister for Planning for final approval along with corresponding changes to the Broadwater Structure Plan – Western Precinct. | That the submission is supported and the draft LPS map be modified by adjusting the boundary of Current Urban Growth Area 6 – South Broadwater to reflect Amendment No. 13 to Local Planning Scheme 21 and revised Broadwater Structure Plan – Western Precinct. |

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| 40 | Halsall & Assoc on behalf of Jay and Rowley Hart<br>PO Box 29<br>Margaret River WA<br>6285 | Numerous lots owned by the Hart family conceptually identified for hamlet development at Metricup by the Leeuwin Naturaliste Ridge State Planning Policy. Submission does not support the identification of Metricup as a long term urban growth area and seeks to amend the draft LPS to allow for a short/medium term timeframe for development for the following reasons –<br>• The Metricup Hamlet should be retained as an important part of the settlement planning for the Capes region and as an opportunity to provide lifestyle choice and service / showcase the Wilyabrup wine region.<br>• The Hart land should be clearly identified by lot description as the preferred location for Hamlet development at Metricup, subject to more detailed planning being undertaken. This will provide further level of clarity required for the owners to proceed to the next stage of the planning process. This would support the fact that the plan appears to be specific in its allocation of the hamlet on the Hart's land. Further investigations would include a sustainability assessment and townsite strategy preparation.<br>• The so - called "constraint" of mineral resource on the land should be removed on the grounds that developing any mineral resource is not economically viable (as documented in a feasibility report provided as part of this submission) and the potential environmental and adverse land use conflicts are unacceptable within the locality.<br>• The notation of "long term" should be removed from the relevant tables of the LPS and replaced with "short - medium" on the grounds that these terms more accurately reflect development intentions of the LNRSPP which has objectives set on a 30 year horizon and the LNRSPP has already been operating for 18 years. The progression of | Not supported. Carbunup and Metricup are identified as medium and long term growth areas respectively because the draft LPS must have due regard to State Planning Policies, and in particular, the Leeuwin Naturaliste Ridge State Planning Policy (LNRSPP). The LNRSPP settlement hierarchy identifies both Carbunup and Metricup as hamlets. In relation to settlement expansion at Carbunup and Metricup, the Council resolved (at its meeting on 10 February 2016), inter alia to recommend that the WAPC includes the reassessment and review of potential settlement expansion areas (as currently set out in Table 5 Settlement Hierarchy of *State Planning Policy 6.1 Leeuwin Naturaliste Ridge*) for Carbunup River and Metricup as an integral part of the Leeuwin Naturaliste Sub-Regional Strategy. | That the submission is not supported and the following modification made to the draft LPS text –<br><br>Table 2: Urban Growth Area Framework<br>• Key Issues column – *'The appropriateness of settlement expansion at Metricup is to be considered via a comprehensive evaluation of the Leeuwin Naturaliste Ridge State Planning Policy's settlement hierarchy through the proposed Leeuwin Naturaliste Sub-Regional Strategy'. Should settlement expansion be appropriate consideration to be given to the following –*<br>o *Exact location of settlement expansion subject of further detailed planning.*<br>o *Servicing (water and effluent disposal).*<br>o *Planning and development constrained currently by presence of mineral sands resources.* |

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| | | strategic planning for all but two small settlements within the LNRSPP shows that planning for Metricup is ready for implementation within the next 12 years and is therefore a short to medium term objective consistent with the LNRSPP. It is also an objective of the affected owners to progress planning for the land demonstrated by the detailed investigation of the mineralisation issue. | | |
| 41 | MPM Development Consultants on behalf of Fraloc P/L<br>PO Box 2035<br>Bunbury WA 6231 | Lot 50 Eagle Bay Road Eagle Bay<br>Submission seeks the identification of this site as 'Medium Term Urban Growth' as opposed to its current proposed designation as 'Rural Areas' within the draft Strategy for the following reasons:<br>• the land is situated within the existing Eagle Bay 'locality' and adjoins to the south of the existing Eagle Bay urban area. The land is also considered to lie within relatively close proximity to the other settlements of Dunsborough (approximately 8km) and Bunkers Bay (8.5km) together with the range of services and infrastructure available within each;<br>• the property is predominantly cleared of vegetation;<br>• the site is located within an area with low to no risk of actual and potential acid sulphate soils;<br>• the proposed inclusion of the land as 'Medium Term Urban Growth' under the proposed Local Planning Strategy is considered to provide a logical "rounding off" of the Eagle Bay locality;<br>• that due to existing topography and vegetation the land, together with any future development, is and would be well screened thereby minimising visual impacts;<br>• the land is considered to be capable of being serviced with water, power and telecommunications. Waste disposal would be by way of appropriate ATU systems. | Not supported.<br>The current planning framework (i.e. the endorsed Eagle Bay Structure Plan, draft Local Planning Strategy and the Land Use Strategy Plan within the *Leeuwin Naturaliste Ridge State Planning Policy* do not support or contemplate the subdivision of Lot 50, or the expansion of the Eagle Bay town site beyond currently identified boundaries. | That the submission is not supported. |

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| | | • the subject land is not considered 'prime' agricultural land;<br>• the subject land is not considered to comprise a viable rural holding.<br>• the subject land is considered capable of providing for additional lifestyle and housing choice within Eagle Bay;<br>• the lands' predominantly cleared nature and gentle topography;<br>• the limitations to expansion opportunities at Eagle Bay in alternative directions;<br>• the dated nature of almost all strategic planning documents relevant to the subject land including but not limited to the Leeuwin-Naturaliste Ridge Statement of Planning Policy No 6.1 (September 1998) and the Busselton Urban Growth Strategy (June 2006). These documents typically provide the Regional and District level context for preparation of a Local Planning Strategy and the lack of any review and updating of these has provided for limited consideration of such opportunities for logical townsite/settlement expansion opportunities;<br>• the use of the land for rural pursuits commensurate with its current 'Agriculture' zoning under the City of Busselton Town Planning Scheme No 21 as well as its designation under the Draft Local Planning Strategy as 'Rural Areas', ignores the land's poor potential for alternative rural uses. This limited rural land use potential relates primarily to the limited size of Lot 50, the prevailing soil conditions and the lack of a reliable water supply for irrigation purposes; and,<br>• the subject land is capable of being subdivided into a range of lot sizes to achieve an attractive, functional layout. | | |

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| 1. | Busselton Outer Bypass (BOB) connection with Bussell Highway south of Carbunup River illustrated as a 'Planned Busselton Outer Bypass Interchange' on draft LPS map. | Amend the draft LPS map by illustrating the connection between the BOB and Bussell Highway as 'Planned Busselton Outer Bypass Interchange/Intersection' south of Carbunup River. | Detailed design planning on the type of intersection has not been finalised. |
| 2. | Carbunup River - 'Medium Term Urban Growth Area 16'.<br><br>(i) Table 1: Settlement Framework – approximate maximum population/development potential – '*500*'<br><br>(ii) Table 2: Urban Growth Area Framework –<br>• Timeframe column - *'Medium Term'*<br>• Approximate Potential Population column - *'500'*<br>• Key Issues column – *'Exact location of settlement expansion subject of further detailed planning. Buffers to environmentally sensitive areas required. Servicing (water and effluent disposal)'* | Amend the draft LPS map by designating Carbunup River as 'Long Term Urban Growth Area 16'.<br><br>Amend the draft LPS text as follows -<br><br>(i) Table 1: Settlement Framework: Approximate maximum population/development potential -<br>*"To be investigated through the Leeuwin Naturaliste Sub-Regional Strategy"*<br><br>(ii) Table 2: Urban Growth Area Framework<br>• Timeframe column – *'Long Term'*<br>• Approximate Potential Population column – '*To be investigated through the Leeuwin Naturaliste Sub-Regional Strategy'*<br>• Key Issues column – *'The appropriateness of settlement expansion at Carbunup River is to be considered via a comprehensive evaluation of the Leeuwin Naturaliste Ridge State Planning Policy's settlement hierarchy through the proposed Leeuwin Naturaliste Sub-Regional Strategy'. Should settlement expansion be appropriate consideration to be given to the following –*<br><br>o *Exact location of settlement expansion subject of further detailed planning.*<br>o *Buffers to environmentally sensitive areas* | Responds to concerns raised in submissions received from the Department of Agriculture and Food WA, the Department of Parks & Wildlife and the Department of Water.<br><br>In considering settlement expansion at Carbunup River, the Council resolved (at its meeting on 10 February 2016), to recommend that the WAPC (inter alia):<br>1. Does *not* support the progression of the Carbunup River settlement expansion proposal to the scheme amendment and structure planning stages for the following reasons –<br>• The proposal does not reflect contemporary planning and sustainability principles that support compact urban form with an emphasis on redevelopment and consolidation within, and expansion focused on, *existing* urban areas to best |

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| | | *required. Servicing (water and effluent disposal).*<br>○ *Significant values of threatened flora, ecological communities and fauna habitat.'*<br>○ *Access to groundwater from domestic bores may not be supported due to the risks to existing licensed commercial operators.* | utilise infrastructure, services and community facilities.<br>• The proposal is inconsistent with *State Planning Policy 1: State Planning Framework* and *State Planning Policy 3 Urban Growth and Settlements* as it would facilitate the development of a small, isolated and 'off-grid' settlement remote from existing infrastructure such as reticulated sewer and water services, community and commercial services, employment and schools, with very few services and facilities and with an almost total reliance on private cars for transport.<br>• Population growth and land supply projections that underpin the *City of Busselton Draft Local Planning Strategy* demonstrate that there is sufficient zoned and structure planned urban land to accommodate projected growth for at |
| | (iii) Table 3: Activity Centre Framework -<br>• Approximate maximum potential size – '*To be determined by more detailed planning processes and following retail sustainability analysis. Expansion may be as part of urban growth area, rather than as expansion of existing store.'* | (iii) Table 3: Activity Centre Framework –<br>• Approximate maximum potential size – '*To be determined by more detailed planning processes and following retail sustainability analysis. Expansion may be as part of long term urban growth area (to be investigated through the Leeuwin Naturaliste Sub-Regional Strategy), rather than as expansion of existing store.'* | |

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| | | | least the next 15 years (without any substantiated *need* for a new settlement at Carbunup River).<br>• Advertising of the proposal did not elicit a strong view or consensus from the local community that settlement expansion at Carbunup River is either warranted or supported.<br>• Whilst a number of matters raised as grounds of objection/concern would need to be comprehensively addressed and resolved through subsequent rezoning and structure planning phases (*should* the current proposal be supported), a new settlement at the proposed location would place residents in an established agricultural area surrounded by, and in close proximity to, intensive agricultural operations and subject to chemical spray, fumigant drift, noise and dust. There would be a strong potential |

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| | | | for land use conflicts. This would be inconsistent with *State Planning Policy 1 State Planning Framework*, *State Planning Policy 2.5 Rural Land Use Planning, State Planning Policy 3 Urban Growth and Settlement* and the *South West Planning and Infrastructure Framework*.<br>2. Includes the reassessment and review of potential settlement expansion areas (as currently set out in Table 5 Settlement Hierarchy of *State Planning Policy 6.1 Leeuwin Naturaliste Ridge*) for Carbunup River and Metricup as an integral part of the Leeuwin Naturaliste Sub-Regional Strategy. |
| 3. | Theme 4: Environment and landscape<br><br>*9.2(a) Protect and enhance the habitat of **native fauna, native vegetation and wetlands** as part of the planning and development of the District.*<br><br>*9.2(e) Support and implement initiatives to maintain and improve **water quality** in Geographe Bay, the Vasse-Wonnerup Estuary, Toby Inlet, Lower Vasse River, Vasse Diversion* | Amend the draft LPS text to read as follows –<br><br>*9.2(a) Protect and enhance the habitat of **native fauna, native vegetation, <u>waterways</u> and wetlands** as part of the planning and development of the District.*<br><br>*9.2(e) Support and implement initiatives to maintain and improve **water quality** in Geographe Bay, the Vasse-Wonnerup Estuary, Toby Inlet, Lower Vasse River, Vasse Diversion Drain and other waterways **<u>and wetlands</u>** in the District.* | Minor text amendments recommended by the Department of Water. |

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| | *Drain and other waterways in the District.*<br><br>*9.2(f) Develop a comprehensive, long term approach to address issues related to* ***coastal erosion and coastal flooding.***<br><br>*9.2(g) Ensure that new and existing urban areas and other development infrastructure are adequately protected from* ***inland flooding*** *risks.*<br><br>*9.2(h) Ensure that management of* ***bush fire*** *risk is a central consideration in planning and development decisions and that it is undertaken at the same time as development of any landscape or vegetation management planning to avoid unintended consequences.* | *9.2(f) Develop a comprehensive, long term approach to address issues related to* ***coastal erosion, coastal flooding and inland flooding risk****.'*<br><br>*9.2(g) Ensure that new and existing urban areas and other development infrastructure are adequately protected from* ***inland and coastal flooding*** *risks.*<br><br>*'9.2(h) Ensure that management of* ***bush fire*** *risk is a central consideration in planning and development decisions and that it is undertaken at the same time as development of any landscape or vegetation management planning.*<br><br>Amend Table 2: Urban Growth Area Framework by adding: '*Limited groundwater allocation for irrigation of public open space.*' in the key issues column for Vasse, Yalyellup, Port Geographe, Ambergate, Old Broadwater Farm, Bovell, Yalyalup East, Dunsborough Lakes and Cape Rise/Naturaliste Heights.<br><br>Amend Table 4: Industrial/Service Commercial Area Framework by adding: *Water quality issues critical given proximity of Vasse and New River.'* in the key issues column for Strelly Street/Busselton LIA. | |
| 4. | Ford Road forms the eastern boundary of the Busselton 'urban consolidation' area. | Amend the draft LPS Map by extending the eastern boundary of the Busselton 'urban consolidation' area to Guerin Street. | Mapping amendment in response to the Department of Housing submission. |
| 5. | 9.0 Theme 4: Environment and landscape | Amend the draft LPS text as follows – | Minor text amendments in |

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| | | *'9.0 Theme 4: Environment, landscape and heritage'*<br><br>Add the following additional objective under section 9.1 Theme 4 objectives –<br><br>*'d) Preserve Aboriginal and European historical and cultural heritage.'* | response to the State Heritage Office submission. |
| 6. | Theme 1: Community and settlement<br>Theme 1 Objectives<br><br>c) The creation of compact, liveable and sustainable settlements that provide their residents with housing and lifestyle choice and affordability, a high quality of life and convenient access to high quality employment and services. | Amend the draft LPS text as follows –<br>Theme 1 Objectives<br><br>*'c) The creation of compact, liveable and sustainable settlements that provide their residents with housing and lifestyle choice and affordability, a high quality of life, health and wellbeing, and convenient access to high quality employment and services.'* | Minor text amendment in response to the Department of Heath submission |
| 7. | Table 2: Urban Growth Area Framework – Key Issues column -<br><br>Bovell (9)<br><br>Water quality and foreshore issues due to proximity of Vasse River. Need to provide for east-west road linking existing Yalyalup and Ambergate North urban growth areas. Need to consider potential need/ opportunity for expansion of Bovell Park sporting facilities to the north and potential passenger rail station site and associated long-term opportunities for denser development. Very Important heritage assets in north-western part of this | Amend Table 2: Urban Growth Area Framework by adding the following to the key issues column:<br>• Bovell (9) – *'Vasse-Wonnerup Ramsar wetlands.'*<br>• Yalyalup East (11) – *'Yate Priority Ecological Community in proximity to the Sabina River and future Busselton Outer Bypass interchange area.*' | Text amendments recommended by the Department of Parks and Wildlife. |

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| | area (*Cattlechosen*). Consists of larger portion between Vasse River and Vasse Highway, and smaller portion between Vasse River and Chapman Hill Road.<br><br>Yalyalup East (11)<br><br>Land currently zoned Tourism, but consideration of alternatives supported by Local Tourism Planning Strategy. Visual management, airport noise and design of Busselton Outer Bypass are critical issues for more detailed planning. | | |
| 8. | 'Abbey South' – not included in the advertised version of the draft LPS. | 1. Amend Table 2: Urban Growth Area Framework by inserting the following –<br>• Settlement column – *'Busselton-Vasse Urban Area'*<br>• Urban growth area column – *'Abbey South'*<br>• Map ref. column – '*18'*<br>• Timeframe column – *'Medium term'*<br>• Approximate potential population column - *'To be investigated via the Leeuwin Naturaliste Sub-Regional Strategy.'*<br>• Key issues column – *'To be investigated via the Leeuwin Naturaliste Sub-Regional Strategy. Other than Port Geographe, this is the last undeveloped coastal or near-coastal land with significant development potential In Busselton-Vasse Urban Area. Important this land accommodates housing choice and some non-residential land-uses.'*<br><br>2. Amend the draft Strategy Map to include Abbey South as 'Medium Growth Area 18'. | Identified as 'Medium Term Urban Growth Area 10 (Abbey South) on the version of the draft LPS adopted for advertising by the Council on 25 September 2013.<br><br>Aligns with the decision of the Council (27 July 2012) to adopt Amendment 176 for final approval, the intent of which was to allow for further investigations to be undertaken to facilitate the development of the land for urban purposes.<br><br>Officers have considered two key questions in relation to the focus of the submissions concerning 'Abbey South' - |

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| | | | • Is there a *need* to identify new urban growth areas in addition to those already identified in the draft Strategy?<br>• If so, where is the best *location* for that to occur?<br><br>In terms of *need*, the land supply/dwelling yield projections that underpin the draft Strategy suggest that there is sufficient zoned and structure planned land to accommodate projected population growth, but that is dependent upon planned/proposed urban growth areas (such as Bovell) commencing development in the medium term. Should that not occur, supply will diminish, with *choice and diversity* in the market becoming more constrained.<br><br>In terms of *location*, officers are of the view that 'Abbey South' has considerable merit for identification for urban development for a number of reasons, including -<br>• The area is the last undeveloped coastal or |

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| | | | near-coastal land with significant development potential in the Busselton-Vasse Urban Area;<br>• Further residential expansion to the west is constrained by land in public ownership (Locke Conservation Estate);<br>• It will round off existing residential development/settlement consolidation;<br>• There will not be any affect in terms of separateness of settlements;<br>• The area is close to neighbourhood shopping, schools, community infrastructure, public transport and servicing infrastructure; and<br>• No visual impact or significant environmental constraints.<br>Given that the WAPC, in granting consent to advertise the Strategy, |

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| | | | required the exclusion of Abbey South 10 (largely due to inconsistency with the Leeuwin Naturaliste Ridge State Planning Policy), it is recommended that the WAPC be requested to consider the identification of the land as a 'Medium Term Urban Growth Area' (consistent with the version of the draft Strategy adopted by the Council in September 2013) as part of the Leeuwin Naturaliste Sub-Regional Strategy.<br><br>Supported for the reasons set out in submissions 10, 11 and 12 of the Schedule of Submissions. |
| 9. | 'Ridgeway Drive precinct' – not included in the advertised version of the draft LPS. | 1. Amend Table 2: Urban Growth Area Framework by inserting the following –<br>• Settlement column – *'Dunsborough Urban Area'*<br>• Urban growth area column – *'Ridgeway'*<br>• Map ref. column – *'19'*<br>• Timeframe column - *'Medium Term'*<br>• Approximate potential population column – *'To be investigated via the Leeuwin Naturaliste Sub-Regional Strategy.'*<br>• Key issues column - *'To be investigated via the Leeuwin Naturaliste Sub-Regional Strategy. Should urban development be appropriate consideration to be given to the following –*<br>*There are two public access ways linking* | The Ridgeway Drive precinct was identified on the version of the draft Strategy adopted by the Council in 2013 as 'Long Term Urban Growth Area 19'. The land was identified for a number of reasons, including –<br>• Large lot sizes;<br>• Gentle topography and mostly cleared;<br>• Close to the Dunsborough Town Centre, community and recreational facilities;<br>• Close proximity to |

| No. | Advertised As | Recommended Modification(s) | Reason(s) |
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| | | *Ridgeway Drive with Dunsborough Lakes Drive and structure planning would need to identify one or both to be constructed as a public road.*<br>*Visual/ landscape assessment and fire management.*<br><br>2. Amend the draft Strategy Map to include 'Ridgeway' as 'Medium Urban Growth Area 19'. | reticulated water and sewerage infrastructure;<br>• Opportunity for pedestrian and vehicle connectivity to Dunsborough Lakes Drive; and<br>• Logical extension to existing urban development.<br><br>Officers have considered two key questions in relation to the focus of the submissions relating to the Ridgeway Drive precinct -<br>• Is there a *need* to identify new urban growth areas in addition to those already identified in the draft Strategy?<br>• If so, where is the best *location* for that to occur?<br><br>In terms of *need*, the land supply/dwelling yield projections that underpin the draft Strategy indicate that there is insufficient zoned and structure planned land in Dunsborough to accommodate anticipated population growth.<br><br>In terms of *location*, the Ridgeway |

| No. | Advertised As | Recommended Modification(s) | Reason(s) |
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| | | | Drive precinct is generally environmentally unconstrained, and in terms of settlement planning principles, represents a logical extension of urban development at Dunsborough Lakes (for the reasons as set out above). Other than generally in a south/south east direction from Dunsborough and immediately west of Dunsborough Lakes in the Ridgeway Drive precinct, the physical expansion of Dunsborough is highly constrained.<br><br>The WAPC did not support the retention of Ridgeway (19) in the advertised version of the draft Strategy due to inconsistency with State Planning Policy 6.1 Leeuwin Naturaliste Ridge. It is recommended that the WAPC be requested to consider the Ridgeway Drive precinct for medium term urban growth through the preparation of the Leeuwin Naturaliste Sub-Regional Strategy.<br><br>Supported for the reasons set out in submissions 17, 18 and 34 of the Schedule of Submissions. |

| No. | Advertised As | Recommended Modification(s) | Reason(s) |
|---|---|---|---|
| 10. | Chapman Hill Road – 'Industrial/Service Commercial Area 7' | 1. Amend Table 4: Industrial/Service Commercial Area Framework in relation to Chapman Hill Road (1) by deleting the word *'Automotive'* from the Commercial Area Type column and deleting the words *'with particular emphasis on accommodating automotive-related development'* from the Key Issues column.<br><br>2. Amend the draft LPS map to include a portion of Lot 803 within Chapman Hill Road (1) consistent with proposed Scheme Amendment 21 to Local Planning Scheme 21. | The City is supportive of progressing proposed Scheme Amendment 21 that seeks to remove SP47, include the whole of Lot 11 within SP48, as well as extending the Special Purpose zoning and SP48 to include a portion of Lot 803 so as to align with the future entry road to Ambergate North (Current Urban Growth Area 7 on the draft LPS map) from Chapman Hill Road. |
| 11. | South Broadwater 'Current Urban Growth Area 6' | Amend the draft LPS map by adjusting the boundary of Urban Growth Area 6 – South Broadwater to reflect Amendment No. 13 to Local Planning Scheme 21 and the revised Broadwater Structure Plan – Western Cell (Precinct 2) | Ministerial decision to approve Amendment 13 and revised Broadwater Structure Plan in accordance with the decision of the Council 24 February 2016. |
| 12. | Metricup – 'Long Term Urban Growth Area 17' | Amend the draft LPS text as follows -<br><br>(i) Table 1: Settlement Framework: Approximate maximum population/development potential -<br>*"To be investigated through the Leeuwin Naturaliste Sub-Regional Strategy"*<br><br>(ii) Table 2: Urban Growth Area Framework<br>• Key Issues column – *'The appropriateness of settlement expansion at Metricup is to be considered via a comprehensive evaluation of the Leeuwin Naturaliste Ridge State Planning Policy's settlement hierarchy through the proposed Leeuwin Naturaliste Sub-Regional Strategy'. Should settlement expansion* | In considering settlement expansion at Carbunup River, the Council resolved (at its meeting on 10 February 2016) to recommend that the WAPC (inter alia) includes the reassessment and review of potential settlement expansion areas (as currently set out in Table 5 - Settlement Hierarchy of *State Planning Policy 6.1 Leeuwin Naturaliste Ridge*) for Carbunup River and Metricup as an integral part of the Leeuwin Naturaliste Sub-Regional Strategy. |

| No. | Advertised As | Recommended Modification(s) | Reason(s) |
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| | | *be appropriate consideration to be given to the following –*<br><br>○ *Exact location of settlement expansion subject of further detailed planning.*<br>○ *Servicing (water and effluent disposal).*<br>○ *Planning and development constrained currently by presence of mineral sands resources.* | |
| 13. | Vasse Bypass illustrated as a 'Planned Regional Road'. | Modify the draft LPS Map by illustrating the Vasse Bypass as 'Existing Regional Road' reflecting the road's constructed alignment around the Vasse Light Industrial Area. | The road has been constructed. |
| 14. | Smiths Beach<br><br>Table 1: Settlement Framework<br><br>Approximate maximum population/development potential column – *'As per endorsed DGP'* | Amend the draft LPS text to read – *'As per endorsed structure plan'.* | Align with terminology required by the *Planning and Development (Local Planning Schemes) Regulations 2015*. |
| 15. | 'Vasse South' – not included in the advertised version of the draft Strategy. | Amend Table 2: Urban Growth Areas Framework by inserting the following –<br>• Settlement – *'Busselton- Vasse Urban Area'*<br>• Urban Growth Area column – *'Vasse South'*<br>• Map Ref column – *'20'*<br>• Timeframe - '*To be investigated via the Leeuwin Naturaliste Sub-Regional Strategy.'*<br>• Approximate potential population – *To be investigated via the Leeuwin Naturaliste Sub-Regional Strategy.'*<br>• Key issues column - *'To be investigated via the Leeuwin Naturaliste Sub-Regional Strategy. Should* | Identified as 'Long Term Urban Growth Area 12' on the version of the draft Strategy adopted by the Council on 25 September 2013.<br>Has considerable merit for identification for future urban development. The land is relatively unconstrained, would consolidate settlement around Vasse (commercial, retail, education and other community infrastructure, service infrastructure) and would |

| No. | Advertised As | Recommended Modification(s) | Reason(s) |
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| | | *urban development be appropriate the upgrading/ expansion of services in Vasse may be required.'*<br><br>2. Amend the draft Strategy Map to include 'Vasse South' as 'Long Term Urban Growth Area 20'. | not have road severance issues.<br><br>Strategically, the option of Vasse South becomes more significant for consideration of the extension of Vasse, particularly given that 'Vasse East 11' is already zoned 'Rural Residential' (structure planning to guide subdivision is yet to commence, however, officers have recently been made aware that the owner of the largest land parcel is potentially contemplating pursuing this). Notwithstanding the identification of this land in the draft Strategy for long term urban, there is no certainty that it will not be prejudiced by the current zoning. |
| 16. | Lots 50 and 203 Bunker Bay Road and Location 683 Cape Naturaliste Road, Naturaliste ('Farmbreak' site) adjacent to the existing tourist resort at Bunker Bay – not included in Table 1 – Settlement Hierarchy in the advertised version of the draft Strategy. | Amend Table 1: Settlement Framework by inserting the following –<br>• Settlement type column – *'Tourism Node'*<br>• Settlement column – *'Bunker Bay'*<br>• Approximate current population column – *'Minimal'*<br>• Approximate maximum population/ development potential column **–** *'To be investigated via the Leeuwin Naturaliste Sub-Regional Strategy. Should this be considered appropriate key consideration is to be given to –*<br>○ *Potential expansion into 'Farmbreak' site to be relatively low-key/small-scale expansion, but more* | Identified in the version of the draft Strategy adopted by the Council on 25 September 2013 to enable further consideration of the potential for tourism accommodation development within Lots 50 and 203 Bunker Bay Road and Location 683 Cape Naturaliste Road, Naturaliste ('Farmbreak' site).<br><br>The strategic rationale for including |

| No. | Advertised As | Recommended Modification(s) | Reason(s) |
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| | | *than what is currently contemplated in LNRSPP;*<br>○ *Scale and nature of expansion to be subject of more detailed planning and visual/landscape planning issues;*<br>○ *Providing for both affordable, family oriented accommodation and upscale/high-end accommodation;*<br>○ *Improving public access to the beach;*<br>○ *Unrestricted length of stay component considered as part of tourism development only.'* | the Bunker Bay tourism node was essentially that very high end accommodation needed to attract certain kinds of tourists will require iconic development in iconic sites, and there are very limited opportunities for that. The other key strategic issue was that development at 'Farmbreak' would facilitate improved access to Bunker Bay, which is important for the community and tourism. The plans for the expansion/upgrading of the Busselton-Margaret River Airport will also support tourism and provide the impetus for further investment in new tourism accommodation product.<br><br>Inclusion of the Bunker Bay tourism node in the Council adopted version of the draft Strategy highlighted the need for further, more detailed planning that might provide for development at the Farmbreak site, subject to the resolution of visual/landscape planning issues and a range of other relevant planning matters. |
| 17. | 'Eastern Link' – not included in the advertised version of the draft Strategy. | Amend the draft Strategy Map to include the 'Eastern Link' as a 'Planned Potential Strategic Local Road'. | An outcome of the Busselton Traffic Study, endorsed by the Council. |

| No. | Reference | Modification(s) to be Considered in Leeuwin Naturaliste Sub-Regional Strategy |
|---|---|---|
| 1. | Settlement expansion at Carbunup River | Amend the draft LPS map by designating Carbunup River as 'Long Term Urban Growth Area 16'.<br><br>Amend the draft LPS text as follows -<br><br>(i) Table 1: Settlement Framework: Approximate maximum population/development potential - *"To be investigated through the Leeuwin Naturaliste Sub-Regional Strategy"*<br><br>(ii) Table 2: Urban Growth Area Framework<br>• Timeframe column – *'Long Term'*<br>• Approximate Potential Population column – '*To be investigated through the Leeuwin Naturaliste Sub-Regional Strategy'*<br>• Key Issues column – *'The appropriateness of settlement expansion at Carbunup River is to be considered via a comprehensive evaluation of the Leeuwin Naturaliste Ridge State Planning Policy's settlement hierarchy through the proposed Leeuwin Naturaliste Sub-Regional Strategy'. Should settlement expansion be appropriate consideration to be given to the following –*<br>o *Exact location of settlement expansion subject of further detailed planning.*<br>o *Buffers to environmentally sensitive areas required. Servicing (water and effluent disposal).*<br>o *Significant values of threatened flora, ecological communities and fauna habitat.'*<br>o *Access to groundwater from domestic bores may not be supported due to the risks to existing licensed commercial operators.*<br><br>(iii) Table 3: Activity Centre Framework –<br>Approximate maximum potential size – '*To be determined by more detailed planning processes and following retail sustainability analysis. Expansion may be as part of long term urban growth area (to be investigated through the Leeuwin Naturaliste Sub-Regional Strategy), rather than as expansion of existing store.'* |
| 2. | Settlement expansion at Metricup | Amend the draft LPS text as follows -<br><br>(i) Table 1: Settlement Framework: Approximate maximum population/development potential - *"To be investigated through the Leeuwin Naturaliste Sub-Regional Strategy"* |

| No. | Reference | Modification(s) to be Considered in Leeuwin Naturaliste Sub-Regional Strategy |
|---|---|---|
| | | (ii) Table 2: Urban Growth Area Framework<br>• Key Issues column – *'The appropriateness of settlement expansion at Metricup is to be considered via a comprehensive evaluation of the Leeuwin Naturaliste Ridge State Planning Policy's settlement hierarchy through the proposed Leeuwin Naturaliste Sub-Regional Strategy'. Should settlement expansion be appropriate consideration to be given to the following –*<br>o *Exact location of settlement expansion subject of further detailed planning.*<br>o *Servicing (water and effluent disposal).*<br>o *Planning and development constrained currently by presence of mineral sands resources.* |
| 3. | Abbey South | Amend Table 2: Urban Growth Area Framework by inserting the following –<br>• Settlement column – *'Busselton-Vasse Urban Area'*<br>• Urban growth area column – *'Abbey South'*<br>• Map ref. column – '*18'*<br>• Timeframe column – *'Medium term'*<br>• Approximate potential population column - *'To be investigated via the Leeuwin Naturaliste Sub-Regional Strategy.'*<br>• Key issues column – *'To be investigated via the Leeuwin Naturaliste Sub-Regional Strategy. Other than Port Geographe, this is the last undeveloped coastal or near-coastal land with significant development potential In Busselton-Vasse Urban Area. Important this land accommodates housing choice and some non-residential land-uses.'*<br><br>2. Amend the draft Strategy Map to include Abbey South as 'Medium Growth Area 18'. |
| 4. | Ridgeway | 1. Amend Table 2: Urban Growth Area Framework by inserting the following –<br>• Settlement column – *'Dunsborough Urban Area'*<br>• Urban growth area column – *'Ridgeway'*<br>• Map ref. column – *'19'*<br>• Timeframe column - *'Medium Term'*<br>• Approximate potential population column – *'To be investigated via the Leeuwin Naturaliste* |

| No. | Reference | Modification(s) to be Considered in Leeuwin Naturaliste Sub-Regional Strategy |
|---|---|---|
| | | *Sub-Regional Strategy.'*<br>• Key issues column - *'To be investigated via the Leeuwin Naturaliste Sub-Regional Strategy. Should urban development be appropriate consideration to be given to the following –*<br>• *There are two public access ways linking Ridgeway Drive with Dunsborough Lakes Drive and structure planning would need to identify one or both to be constructed as a public road.*<br>• *Visual/ landscape assessment and fire management.*<br><br>2. Amend the draft Strategy Map to include 'Ridgeway' as 'Medium Urban Growth Area 19'. |
| 5. | Vasse South | Amend Table 2: Urban Growth Areas Framework by inserting the following –<br>• Settlement – *'Busselton- Vasse Urban Area'*<br>• Urban Growth Area column – *'Vasse South'*<br>• Map Ref column – *'20'*<br>• Timeframe - '*To be investigated via the Leeuwin Naturaliste Sub-Regional Strategy.'*<br>• Approximate potential population – *To be investigated via the Leeuwin Naturaliste Sub-Regional Strategy.'*<br>• Key issues column - *'To be investigated via the Leeuwin Naturaliste Sub-Regional Strategy. Should urban development be appropriate the upgrading/ expansion of services in Vasse may be required.'*<br><br>2. Amend the draft Strategy Map to include 'Vasse South' as 'Long Term Urban Growth Area 20'. |
| 6. | Lots 50 and 203 Bunker Bay Road and Location 683 Cape Naturaliste Road, Naturaliste ('Farmbreak' site) adjacent to the existing tourist resort at Bunker Bay. | Amend Table 1: Settlement Framework by inserting the following –<br>• Settlement type column – *'Tourism Node'*<br>• Settlement column – *'Bunker Bay'*<br>• Approximate current population column – *'Minimal'*<br>• Approximate maximum population/ development potential column **–** *'To be investigated via the Leeuwin Naturaliste Sub-Regional Strategy. Should this be considered appropriate key consideration is to be given to –*<br>  ○ *Potential expansion into 'Farmbreak' site to be relatively low-key/small-scale expansion, but more than what is currently contemplated in LNRSPP;*<br>  ○ *Scale and nature of expansion to be subject of more detailed planning and visual/landscape planning issues;* |

| No. | Reference | Modification(s) to be Considered in Leeuwin Naturaliste Sub-Regional Strategy |
|---|---|---|
| | | ○ *Providing for both affordable, family oriented accommodation and upscale/high-end accommodation;*<br>○ *Improving public access to the beach; and*<br>○ *Unrestricted length of stay component considered as part of tourism development only.'* |

## 11.2 MEELUP REGIONAL PARK APPOINTMENT OF MEMBER

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|---|---|
| **SUBJECT INDEX:** | Environmental Managment Plans, Impact Studies and Reports |
| **STRATEGIC OBJECTIVE:** | Our natural environment is cared for and enhanced for the enjoyment of the community and visitors. |
| **BUSINESS UNIT:** | Environmental Services |
| **ACTIVITY UNIT:** | Meelup Regional Park |
| **REPORTING OFFICER:** | Manager, Environmental Services - Greg Simpson |
| **AUTHORISING OFFICER:** | Director, Planning and Development Services - Paul Needham |
| **VOTING REQUIREMENT:** | Absolute Majority |
| **ATTACHMENTS:** | Attachment A Meelup Regional Park Management Committee Terms of Reference |

**PRÉCIS**

This report recommends the appointment of a new member to fill a community member vacancy and two additional deputy members with the Meelup Regional Park Management Committee. The report also recommends the amendment of the Committee's terms of reference to increase the number of deputy Committee member appointments from the current two deputy members to four deputy members.

**BACKGROUND**

At its ordinary meeting in October 2015, the Council resolved (resolution C1510/296) to adopt revised governance arrangements and terms of reference for the Meelup Regional Park Management Committee (MRPMC). The revised terms of reference establish the membership of the Committee which includes six community members and two deputy community members to be appointed by the Council. The MRPMC terms of reference are included with this report as Attachment A.

In March 2016, Council appointed Ms Tracee Pickersgill as a member of the MRPMC. Ms Pickersgill unfortunately has resigned from the position as Committee member.

The Committee's terms of reference set out the criteria and selection process for filling community member vacancies as follows:

1. The Mayor, Presiding Member of the Committee and Chief Executive Officer or Chief Executive Officer's nominee, shall meet to discuss and agree the aims/objectives in terms of skills, background or interests, or mix of skills, background and interests, of the person(s) that it would be most appropriate and desirable to include on the Committee at that time, and the agreed direction in that regard shall be reflected in the process associated with the attraction and assessment of potential community members;

2. City Officers shall arrange to publicly advertise community member vacancies, seeking expressions-of-interest from suitable members of the community;

3. Interested members of the community shall be required to submit an expression-of interest (1-2 pages long only) setting out what value they believe they would bring to the Committee and why they are interested in becoming a member;

4. The Mayor and the Presiding Member of the Committee shall meet again to assess the expression-of-interest that have been received, identify and agree the preferred candidates to fill one or more of the positions that are vacant at that time, (priority consideration will be given to existing members) following which City officers will present report to the Council reflecting the assessment of the Mayor and Presiding Member; and

5. If there are still vacant positions following the completion of the process set out above, the process will recommence.

Public advertising seeking expressions of interest from members of the community to fill the vacancy closed on 24 June 2016.

**STATUTORY ENVIRONMENT**

The Meelup Regional Park Management Committee is created pursuant to the *Local Government Act 1995* ('the Act'), by resolution of the Council pursuant to sections 5.8, 5.9(2)(c) and 17(1)(c) of the Act.

The membership and deputy membership of Committees of Council must be determined by the Council in accordance with Section 5.10 and 5.11A of the *Local Government Act 1995.* In this regard, an Absolute Majority decision of the Council is required to appoint a person as a member or deputy member of a Committee.

**RELEVANT PLANS AND POLICIES**

The following is a list of key guiding documents, relevant to governance and operations of the Meelup Regional Park Management Committee:

1. Meelup Regional Park Management Order;
2. Meelup Regional Park Management Plan;
3. City of Busselton Standing Orders Local Law;
4. City of Busselton Code of Conduct;
5. City of Busselton Community Strategic Plan;
6. City of Busselton Long Term Financial Plan;
7. City of Busselton Adopted Annual Budget; and
8. City of Busselton Local Laws, Determinations and Council Policies.

**FINANCIAL IMPLICATIONS**

There are no financial implications relating to the appointment of community members to fill MRPMC vacancies. Public advertising expenditure for the purpose of seeking community submission to fill Committee vacancies is incorporated within the City's Budget.

**Long-term Financial Plan Implications**

Nil

**STRATEGIC COMMUNITY OBJECTIVES**

This matter is considered relevant to Key Goal Area 6- Open and collaborative leadership and Strategic Objective 6.1 – A Council that engages broadly and proactively with its community. A Council that engages with its community through Committees with specific areas of interest that assist the Council to undertake its role.

**RISK ASSESSMENT**

An assessment of the potential implications of implementing the officer recommendation has been undertaken using the City's risk assessment framework. The assessment sought to identify 'downside' risks only rather than 'upside' risks and where the risk, following implementation of controls, has been identified as medium or greater. No such risks were identified.

**CONSULTATION**

The Committee member vacancy was advertised in June 2016, in accordance with the Council adopted (resolution C1510/296) governance agreements and terms of reference, for the Meelup Regional Park Management Committee.

Nominations to fill the MRPMC member vacancy were received from Mr Tony Smurthwaite, Ms Arlene Maidment and Ms Lisa Archer.

Mr Tony Smurthwaite has experience in environmental geology, natural resource planning and land use planning and has a commitment to contribute to the sustainability of the natural resources of Meelup Regional Park.

Ms Arlene Maidment has a background in the services industry, is a current volunteer with the Meelup Regional Park and hopes to contribute ideas and values to help sustain the Meelup Regional Park.

Ms Lisa Archer has a background in landscape architecture and experience in visual landscape assessments and trail development including Cape to Cape walk trail upgrade.

The Mayor and Presiding Member of the MRPMC considered the expressions of interest that were received and recommend the appointment of Mr Tony Smurthwaite as a member on the Meelup Regional Park Management Committee.

**OFFICER COMMENT**

The terms of reference adopted by the Council in October 2015 for the MRPMC provide for the appointment of six community (voting) members and two deputy community (non-voting, unless voting members are not present) members as appointed by the Council. The two deputy community members may be present at all Committee meetings as non-voting members, including when matters are being considered 'behind closed doors'.

While there is only one MRPMC community member vacancy that needs to be filled, this report recommends that Council increase the number of deputy member appointments, which will result in an increase from two deputy members to four deputy members. Increasing the number of deputy members will increase the pool of future candidates and provide an opportunity for future Committee vacancies to be filled by deputy members that have previous involvement and experience with the Committee function.

This report also includes a recommendation for Ms Arlene Maidment and Ms Lisa Archer to be appointed as deputy members to the MRPMC.

**CONCLUSION**

In order to continue the valuable contribution to the City made by the Meelup Regional Park Management Committee, it is considered that the Committee should be returned to its full capacity of members.

**OPTIONS**

The Council may choose to review the expressions of interests or re-advertise the positions. Council also decide not to increase the number of deputy members.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Any decision of the Council in relation to this matter would be effective immediately.

**OFFICER RECOMMENDATION**
That the Council:

1. Adopts changes to the terms of reference for the Meelup Regional Park Management Committee to increase the number of deputy member appointments from two deputy members to four deputy members.

**ABSOLUTE MAJORITY DECISION OF COUNCIL REQUIRED**

2. Appoints the following persons as member and deputy members to the Meelup Regional Park Management Committee:
    i. Mr. Smurthwaite as a member of the Meelup Regional Park Management Committee for a term ceasing on the day of the next ordinary Council election.
    ii. Ms Arlene Maidment and Ms Lisa Archer as deputy members of the Meelup Regional Park Management Committee for a term ceasing on the day of the next ordinary Council election.

**Attachment A - Meelup Regional Park Management Committee Terms of Reference**

1. Introduction

The Council of the City of Busselton has established the Meelup Regional Park Management Committee pursuant to sections 5.8 and 5.9(2)(d) of the *Local Government Act 1995*.

2.0 Purpose

2.1 To assist the Council in managing and promoting Meelup Regional Park.

2.2 To ensure that the full range of issues relevant to the making of decisions about the management and promotion of the Park are considered, including environmental, amenity, recreational, community, social, economic and financial considerations.

2.3 To build and maintain productive working relationships between the Council, City officers, volunteers and users of the Park, as well as other stakeholders.

3.0 Membership

3.1 Two elected members as appointed by the Council, as follows –

*To be added*

3.2 One deputy elected member as appointed by the Council (The deputy elected member should be notified if their presence at the meeting is required due to the absence of an elected member), as follows –

*To be added*

3.3 Six community members as appointed by the Council , as follows –

*To be added*

3.4 Two deputy community members as appointed by the Council, who may be present at all Committee meetings as non-voting members, including when matters are being considered 'behind closed doors'), as follows - .

*To be added*

*Note: When the 'Friends of Meelup Regional Park Incorporated' has been formed, the intention is that the Committee may include representatives of that group.*

3.5 Membership of the Committee shall, unless determined otherwise, be for a term of approximately two years, ceasing on the day of the next ordinary Council election.

3.6 If any member is absent from the Committee for three consecutive meetings without approved leave of absence from the Committee, the Chief Executive Officer shall present a report to the Council so that the Council may determine whether to continue that person's membership of the Committee.

4.0 Presiding Member/Deputy Presiding Member

4.1 The Committee shall appoint a Presiding Member and Deputy Presiding Member to run its meetings. The Presiding Member shall ensure that business at formal meetings is conducted in accordance with the *City of Busselton Standing Orders Local Law*.

4.2 The Presiding Member or, in their absence, the Deputy Presiding Member, may speak on behalf of the Committee. Another member only may speak on behalf of the Committee with authorisation from the Presiding Member or, in their absence, the Deputy Presiding Member.

4.3 If any community member of the Committee has any concern in relation to the governance or management of the Park that they do not feel is being adequately addressed or resolved, they should raise that concern with the Presiding Member or, in their absence, the Deputy Presiding Member, who, having considered the matter, may raise the matter with either City officers or with the elected members on the Committee.

5.0 Formal Meetings

5.1 Formal meetings of the Committee shall be scheduled when the need for a meeting is identified by either the Presiding Member or Chief Executive Officer, and only when there is a need for a matter to be subject of a formal decision of the Committee and/or the Council, and in any case no less often than twice annually and no more frequently than once a month.

*Note: Matters that would require a formal decision of the Committee are any matter that requires a formal resolution of the Council (such as any change to the membership or terms of reference of the Committee, any amendment to the budget, any matter that requires, from a legal/statutory perspective, a formal decision of the Council, any other matter that the Presiding Member of the Committee, having received and considered the advice of City officers, considers requires formal consideration by the Council, and/or matters that require a formal decision of the Council because consensus has not been achieved in an informal meeting, as set out in Part 7.0 of these Terms of Reference), as well as matters on which a decision is required and which are considered to be of high strategic importance and/or broad public interest (such as proposals for significant infrastructure or significant changes to the management of the Park, but not usually individual works projects or events, or the noting of plans, studies or similar, which are primarily or wholly being presented to the Committee for information purposes).*

5.2 Formal meeting agendas shall be distributed by the Chief Executive Officer to Committee members no less than seven days prior to the meeting.

5.3 Where a Committee member wishes the Committee to consider an alternative to the officer recommendation in relation to any particular item, they shall indicate in writing (preferably email) to the Chief Executive Officer or Chief Executive Officer's nominee and the Presiding Member their intention to do so, setting out their proposed alternative and the reasons for that alternative, no less than 24 hours prior to the scheduled commencement of the meeting. The Chief Executive Officer or Chief Executive Officer's nominee shall provide officer comment on the proposed alternative in writing to Committee members prior to the scheduled commencement of the meeting.

*Note: In relation to alternative recommendations put forward by Committee members, City officers are able to assist in the drafting of alternative recommendations, but that should not be construed as indicating officer support for any alternative that may be proposed.*

5.4 The Chief Executive Officer shall ensure that minutes of formal meetings are kept, presented for review and adoption at the subsequent formal meeting, and provided to the Council for information as part of the first practicable ordinary Council meeting agenda following the formal Committee meeting.

5.5 Where the Committee makes a decision in a formal meeting that involves the making of a recommendation for consideration by the Council, the Chief Executive officer shall ensure that the recommendation is presented to the Council as part of the first practicable ordinary Council meeting agenda following the formal Committee meeting. Where the Committee makes a recommendation to the Council inconsistent with the officer recommendation

presented to the Committee, City officers may also present an alternative officer recommendation to the Council when such matters are formally presented to the Council, in addition to ensuring that Committee recommendations are also presented to the Council, in verbatim form.

5.6 Quorum for a meeting shall be at least 50% of the members (i.e. four).

5.7 Meetings shall be open to the public, unless items are of a nature that can be considered confidentially pursuant to the *Local Government Act 1995*.

6.0 Delegated Powers

Pursuant to section 5.17 of the *Local Government Act 1995,* the Committee, when constituted for a formal meeting, is delegated to adopt plans, policies or documents that relate to management of the Park, other than where those plans, policies or documents require adoption pursuant to a particular statutory power, but may not make any decision that would require expenditure of funds contrary to the adopted budget and any decisions shall not be actioned until the Committee meeting minutes have been formally received and noted by the Council.

7.0 Informal Meetings/Deliberations

7.1 Informal meetings of Committee members and City officers involved in management of the Park shall be scheduled when the need for a meeting is identified by either the Presiding Member, the Chief Executive Officer or the Chief Executive Officer's nominee, and in any case no less often than every two months and no more frequently than once per month (notwithstanding that, the Committee members and City officers may agree to establish informal working groups or similar charged with addressing particular issues and which may meet as deemed appropriate), and when a formal meeting is also scheduled in the respective month, informal meetings shall take place immediately following the formal meeting.

7.2 The purpose of informal meetings and other forms of informal deliberation (primarily, this would entail email communication involving all Committee members and relevant City officers) involving Committee members and City officers shall be to identify and assess matters relating to and affecting the management of the Park, and where necessary and possible, agree a consensus position on the approach to be taken with respect to those matters.

7.3 Where consensus on a particular matter is achieved at an informal meeting of Committee members and City officers, or through other forms of informal deliberation, City officers where delegated, authorised or otherwise empowered to do so, shall take the necessary steps to ensure that the consensus position on a particular matter is implemented.

*Note: 'Consensus' means 'general agreement', it is not necessarily achieved through a simple majority 'vote' and nor does it necessarily require unanimity. Judgement as to whether consensus has been achieved should not usually involve any kind of 'voting' procedure or similar. A judgement that consensus has been achieved on a particular matter pursuant to clause 7.3 above will require both the Presiding Member at the meeting and the Chief Executive Officer or the Chief Executive Officer's nominee to be of the view that there is general agreement. If that does not occur, consensus has not been achieved and the matter shall be addressed as per clause 7.4 below.*

7.4 Where a consensus position on any particular matter cannot be achieved, the Chief Executive Officer shall ensure that a report is prepared to be presented to and considered by the Committee in a formal meeting, following which the matter will be presented for formal consideration at an ordinary meeting of the Council.

7.5 The Chief Executive Officer or the Chief Executive Officer's nominee shall ensure that notes of informal meetings are prepared and distributed to all Committee members and the City officers present at the meeting for their review within seven days of the meeting. If the

Committee members or City officers present at any particular meeting have any concerns with the notes prepared, they should advise the Presiding Member and Chief Executive Officer or the Chief Executive Officer's nominee as soon as possible and in any case prior to the next informal meeting, and where that occurs the Presiding Member shall ensure that the matter is resolved to the extent necessary and practicable at the next informal meeting, with the outcome to be reflected in the notes of that next informal meeting. Notes shall record the outcomes of discussions, but not the content of those discussions.

7.6 Informal meeting agendas shall be developed in consultation between the Presiding Member (or Deputy Presiding Member in the Presiding Members' absence) and Chief Executive Officer or the Chief Executive Officer's nominee, and shall be distributed to Committee members no less than three days prior to the meeting.

7.7 Informal meetings shall not generally be open to the public, although the Presiding Member may agree to invite members of the public to be present when particular matters of interest are being considered, following consultation with the Chief Executive Officer or the Chief Executive Officer's nominee.

8.0 Key Guiding Documents

The following are the key guiding documents relating to the role of the Committee -

1. Meelup Regional Park Management Order;
2. Meelup Regional Park Management Plan;
3. City of Busselton Standing Orders Local Law;
4. City of Busselton Code of Conduct;
5. City of Busselton Community Strategic Plan;
6. City of Busselton Long Term Financial Plan; and
7. City of Busselton Adopted Annual Budget; and
8. Relevant City of Busselton Local Laws, Determinations and Council Policies.

| **History** | |
|---|---|
| 9 October, 2013 | |
| 12 October, 2011 | C1110/315 |
| 14 October 2015 | C1510/296 |

## 12. ENGINEERING AND WORKS SERVICES REPORT

### 12.1 PROPOSAL TO RENAME PARTS OF BUSSELL HIGHWAY AND VASSE-YALLINGUP SIDING ROAD IN VASSE

| | |
|---|---|
| **SUBJECT INDEX:** | Naming (Nomenclature) |
| **STRATEGIC OBJECTIVE:** | Infrastructure assets are well maintained and responsibly managed to provide for future generations. |
| **BUSINESS UNIT:** | Engineering and Facilities Services |
| **ACTIVITY UNIT:** | Land Matters |
| **REPORTING OFFICER:** | Land and Infrastructure Officer - Andrew Scott |
| **AUTHORISING OFFICER:** | Director, Engineering and Works Services - Oliver Darby |
| **VOTING REQUIREMENT:** | Simple Majority |
| **ATTACHMENTS:** | Attachment A Map of Roads to be Renamed<br>Attachment B Vasse Newtown Development Guide Plan<br>Attachment C Road Naming Proposal Brochure<br>Attachment D Suggested Road Names from Public Consultation<br>Attachment E Suggest Road Names Based on Nyungar Language<br>Attachment F 'Petition' for 'Northerly' |

**PRÉCIS**

This report seeks the support of the Council to rename two sections of roads in Vasse:

- an approximate 2km section of 'Old' Bussell Highway south of the Busselton Bypass and through the Vasse village; and

- an approximate 1.5km section of Vasse-Yallingup Siding Road from 'Old' Bussell Highway to Commerce Road.

The proposal has ensued from the opening of the new section of highway around the Vasse development, proposed to be named Bussell Highway.

Referring to Attachment A, four names are proposed for the two sections of road to be renamed.

**BACKGROUND**

At a Council meeting held 11 May 2016, the Council considered a proposal to rename roads due to the impact of the a new highway being constructed around the Vasse development. At that meeting, the Council resolved (C1605/113):

*That the Council:*

1) *Endorses the name 'Bussell Highway' for the new section of highway constructed approximately 2.1km west of the Busselton Bypass / Bussell Highway roundabout in Vasse, then approximately 1.8km south to where the new highway meets Bussell Highway (south of Council 78 11 May 2016 the Vasse village), subject to the renaming of a section of Bussell Highway referred to in 2a) below.*

2) *Invites public submissions, notifies affected persons and consults with the local Aboriginal community relating to the naming of the following roads for a period of not less than 21 days. Submissions are invited on ideas for potential names for the roads including Windelup, Trade and Education.*

a) *The renaming of an approximate 2.4km section of Bussell Highway where the section of highway starts at the Busselton Bypass / Bussell Highway roundabout in Vasse, southwesterly through the Vasse village and terminates at a T-Junction with the new section of highway.*

b) *The renaming of a section of Vasse-Yallingup Siding Road between Commerce Road and Lynwood Street.*

c) *The renaming of a section of Vasse-Yallingup Siding Road between Lynwood Street and Bussell Highway.*

d) *The renaming of an approximate 300m section of Bussell Highway south of Florence Road that is now a cul de sac.*

The City advertised the proposal to rename sections of Bussell Highway (through the Vasse village), and Vasse-Yallingup Siding Road (from Commerce Road to Bussell Highway) and notified affected persons via letters and via email.

The City engaged an anthropologist to recommend a list of names based on Nyungar language.

This report considers the submissions received to the proposal and recommends that the roads are renamed.

**STATUTORY ENVIRONMENT**

- Land Administration Act 1997, sections 26 and 26A apply to the naming of roads.

**RELEVANT PLANS AND POLICIES**

- Landgate 'Policies and Standards for Geographical Naming in Western Australia' version 1, 2015, as endorsed by the Minister for Lands
- Council Policy 237 'Naming of Parks, Gardens, Reserves, Memorials, Sports Grounds and Buildings
- Vasse Newtown Overall Development Guide Plan, as endorsed by the City 2 July 2014 (Attachment B)

**FINANCIAL IMPLICATIONS**

Renaming the roads will require street name signs to be replaced. These costs should be covered under existing budget for City managed roads.

**Long-term Financial Plan Implications**

Nil.

**STRATEGIC COMMUNITY OBJECTIVES**

| Key goal | Community objective |
|---|---|
| 2. Well Planned, Vibrant and Active Places | 2.3 Infrastructure assets that are well maintained and responsibly managed to provide for future generations. |

**RISK ASSESSMENT**

- There may be a period of confusion for drivers after roads are renamed, as mapping systems and knowledge of the road names would need time to adjust. Any confusion may be minimized through effective road name signage and by ensuring mapping systems are updated with minimal delay (noting that the City is not responsible for mapping systems). Emergency services must be informed of any road name changes.

- *Not* renaming the roads may cause confusion for drivers and emergency services due to the 'duplication' of 'Bussell Highway' and the splitting of Vasse-Yallingup Siding Road into multiple segments. Drivers are now not able to travel along Vasse-Yallingup Siding Road and 'pass over' the new section of highway.

**CONSULTATION**

The road naming proposal was advertised in the 'Consultation for the Community' of the June 15 and June 22 editions of the Busselton-Dunsborough Mail.

Written notices were issued to the owners and occupiers of property that adjoined the affected sections of road and the Vasse Business Park (light industrial area).

Where the City has a record of email addresses, advice of the proposal was emailed to owners and occupiers of the following properties:

- property adjoining Vasse-Yallingup Siding Road from Chain Avenue to the 'Old' Bussell Highway
- property adjoining Bussell Highway from Cookworthy Road to North Jindong Road
- property adjoining Cookworthy Road, Glenview Drive and Pries Road
- property within the Vasse development including Birchfields stage, Dawson stage and the business park
- property adjoin Florence Road, Kaloorup Road and Marbellup Road

The adverts and notices of the proposal invited written submissions and online survey responses (using yoursay.busselton.wa.gov.au).

A question and answer brochure (Attachment C) was distributed with the written notices and duplicated online as 'questions and answers'.

12 written responses and one 'petition' were received. A further 25 responses were received through the online survey (yousay.busselton.wa.gov.au).

The vast majority of responses supported the proposal to rename the roads due to the change of road layout and the changed zoning resulting from the Vasse development.

The objections to the proposal questioned…

- the need for the changes to the roads, citing the changes were "…a waste of time, effort and money."
- the logic of naming the new section of highway as Bussell Highway, proposing the new section of highway should be named "Busselton Bypass"
- the need for two names for Vasse Yallingup Siding Road (Road A and Road B on Attachment A)

Over one hundred names for the roads were proposed in the responses (refer to Attachment D). From the responses, the themes for road names may be categorised as…

- historic – pioneers, settlers (including Group Settlement Scheme), early surveys

- historic - the railway and timber industry
- names of local families associated with nearby farms and businesses (particularly the Vasse general store)
- agriculture (including names of pet cows)
- Aboriginal names
- Thomas Timothee Vasse
- relevance to the immediate place (such as Education)

One response with 23 signatures supported the name 'Northerly Drive' after the highly awarded race horse bred in the area (refer to Attachment F).

**OFFICER COMMENT**

Landgate Geographic Naming

All public roads are named through Landgate Geographic Naming under delegation from the Minister for Lands, on the advice of local government.

Landgate Geographic Naming operates according to the 'Policies and Standards for Geographical Naming in Western Australia', which defines a set of standards for the naming of roads and other geographic features and places.

According to the standards, a road name must consist of two components… (a) name element; and (b) road type.

'Road types' must selected from the list of road types defined in AS/NZS 4819:2011 'Rural and urban addressing – Appendix A, Road Types – Australia'. The road type selected must match the function and characteristic of the road. For example, a road type of 'Avenue' or 'Drive' would not be appropriate for a narrow cul de sac, short road or laneway.

New section of highway proposed to be named 'Bussell Highway'

At a meeting held 11 May 2016, the Council supported a proposal to name the new section of highway around Vasse development 'Bussell Highway', as the new highway now forms the main road between Busselton and Augusta. But before the new section of highway may be named 'Bussell Highway', the section of the 'Old' Bussell Highway that passes through the Vasse village will require renaming (shown as Road C and Road D in Attachment A).

Vasse-Yallingup Siding Road

The construction of the new highway around the Vasse development also impacted Vasse-Yallingup Siding Road, as the road is now split into two segments. And with future development of the locality, the segment between the Commerce Road and the 'Old' Bussell Highway will be split again and not align. One segment of Vasse-Yallingup Siding Road will remain between Commerce Road and Lynwood Street as part of the Vasse Business Park. The other segment will start at the 'Old' Bussell Highway, pass through the 'education' zone, and then deviate through a residential zone.

According to the development guide plan for the Vasse development (refer to Attachment B), Vasse-Yallingup Siding Road will not be directly aligned between the education zone and business park. For this reason, it makes sense to name the two segments of the Vasse-Yallingup Siding Road now, rather than wait until the road is realigned and when more property and businesses will be established.

The two segments of Vasse-Yallingup Siding Road proposed for renaming are shown as Road A and Road B in Appendix A.

Names from public submissions

Of the 100+ road names suggested from the public submissions (refer to Appendix D), most do not meet the 'Policies and Standards for Geographical Naming in Western Australia' as the names are…

- duplicated within the district or within 50km
- duplicated fifteen times or more within the state
- of a living person
- a first or given name of a person
- not easily pronounced or written

Names from the submissions that have not been considered for the purposes of this report are names that might be construed as promoting a business and names of pet cows.

Refer to Appendix D for a list of road names proposed from the public submissions.

Names from Nyungar language

The City engaged the services of an anthropologist to prepare a report recommending road names based on Nyungar language. The brief for the report required the names to be based on local Nyungar language and supported by local Nyungar community members.

Refer to Appendix E for a copy of the report.

Names from the report of particular significance are:

- 'Undalup' (being the name used by the Traditional Owners for the Vasse area), and
- 'Yebble' or 'Yebbul' being the tribal name of Mr Samuel Isaacs who was a "Nyungar man born along the Leeuwin-Naturaliste Ridge in 1845… predominately remembered for his part in rescuing survivors from the shipwrecked Georgette at Calgardup Bay in 1879"

Recommended road names, subject to further qualification

Following is a table of the suggested road names based from the public submissions (Attachment D) and the Nyungar language report (Attachment E).

| **Proposed for road…** | **Name** | **Reason** |
|---|---|---|
| A | Albrey | Family name of dairy farmers associated with Group Settlement Scheme |
| B | Yebble | Tribal name of Mr Samuel Isaacs who was a Nyungar man born along the Leeuwin-Naturaliste Ridge in 1845 |
| C | Northerly | Name of highly awarded local race horse |
| D | Walger | Nyungar word meaning 'eagle' |

While the road names proposed in this report have passed a preliminary qualification, further research and information may be required before Landgate may accept the road names. Road names that commemorate persons or families require considerably more supporting documentation. Aboriginal names must also be qualified and supported by the Aboriginal community before that may be accepted by Landgate.

Road name types should be selected in consultation with Landgate Geographic Naming as it may depend on the preferred road names and the function and characteristic of each road.

**CONCLUSION**

Based on the public submissions received, this report recommends that Bussell Highway and Vasse-Yallingup Siding Road through the Vasse development are renamed; and recommends names based on public submissions and a Nyungar language report.

**OPTIONS**

Given the Council's prior support to name the new highway around the Vasse development 'Bussell Highway', the 'Old' Bussell Highway through Vasse village will require renaming, so no alternative is recommended.

But the Council may determine that Vasse-Yallingup Siding Road is not renamed, preferring to rename the road at a later stage on the further development of the area. This option is not recommended as businesses in the Vasse Business Park may establish along Vasse-Yallingup Siding Road, and changing road names and numbering at a later stage may be disruptive to those businesses.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Further research and qualification of road names may take a month, before a request may be made to Landgate Geographic Naming to rename the roads.

**OFFICER RECOMMENDATION**

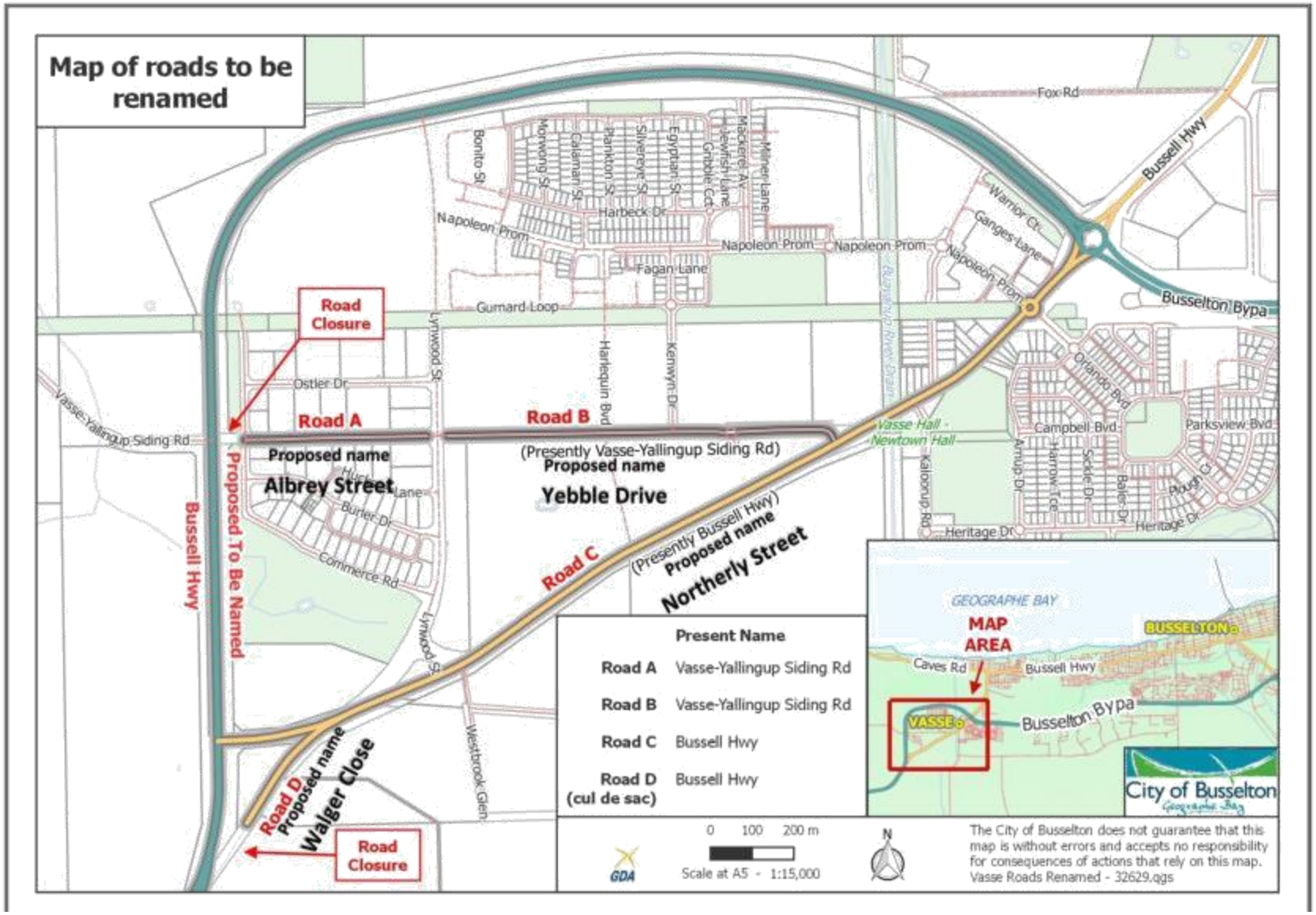
That the Council supports the renaming of Bussell Highway and Vasse-Yallingup Siding Road within the Vasse development (refer to Attachment A), and the recommending of the following names to Landgate Geographic Naming for its approval:

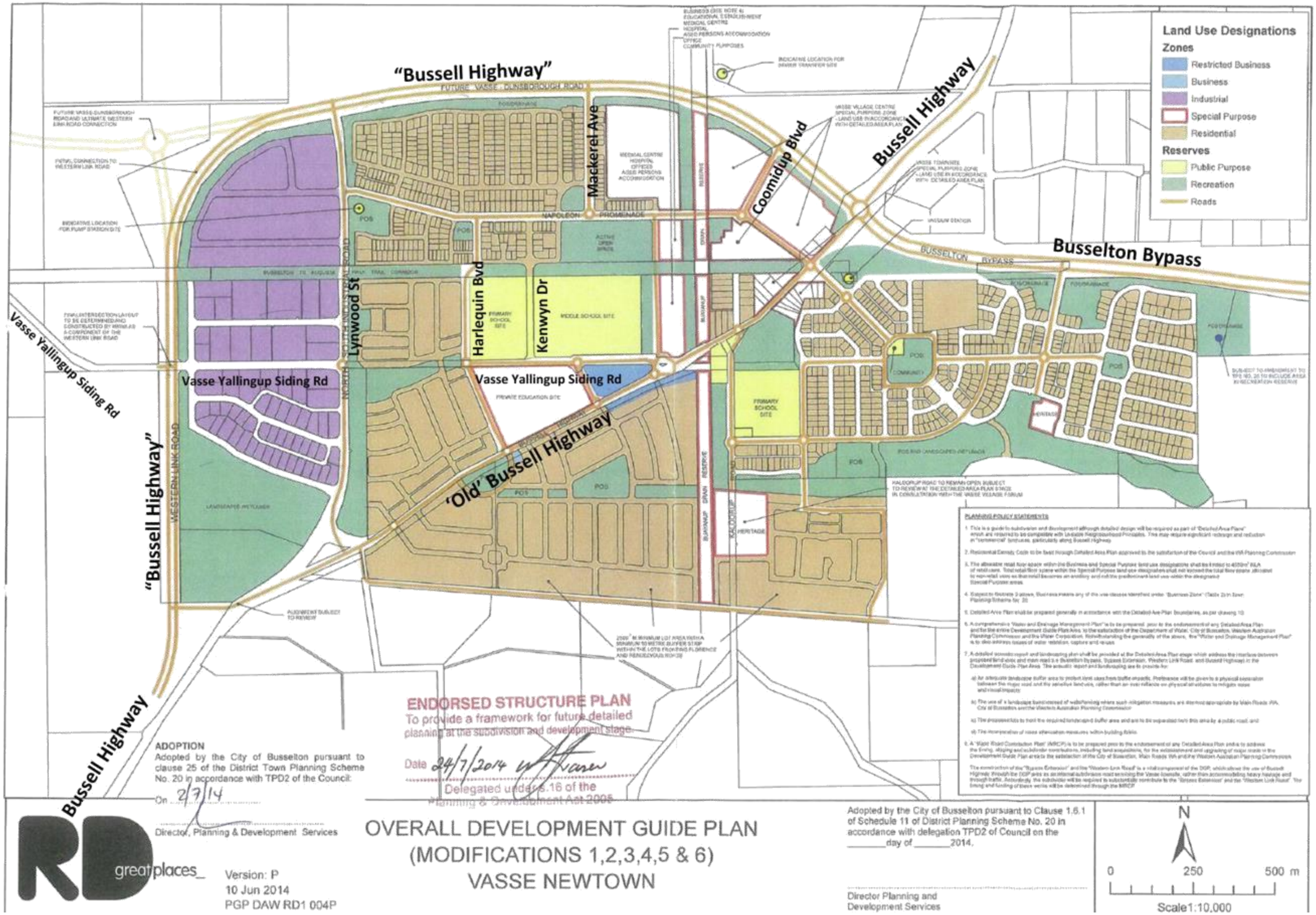
1. Road A (currently Vasse-Yallingup Siding Road from Commerce Road to Lynwood Street) to be named 'Albrey Street' to commemorate the family name of local family name associated with the historic Group Settlement Scheme.

2. Road B (currently Vasse-Yallingup Siding Road from Lynwood Street to 'Old' Bussell Highway) to be named 'Yebble Drive' to commemorate the tribal name of Mr Sam Isaacs who was a Nyungar man born along the Leeuwin-Naturaliste Ridge in 1845; noting that address numbering should commence from the eastern end of the road.

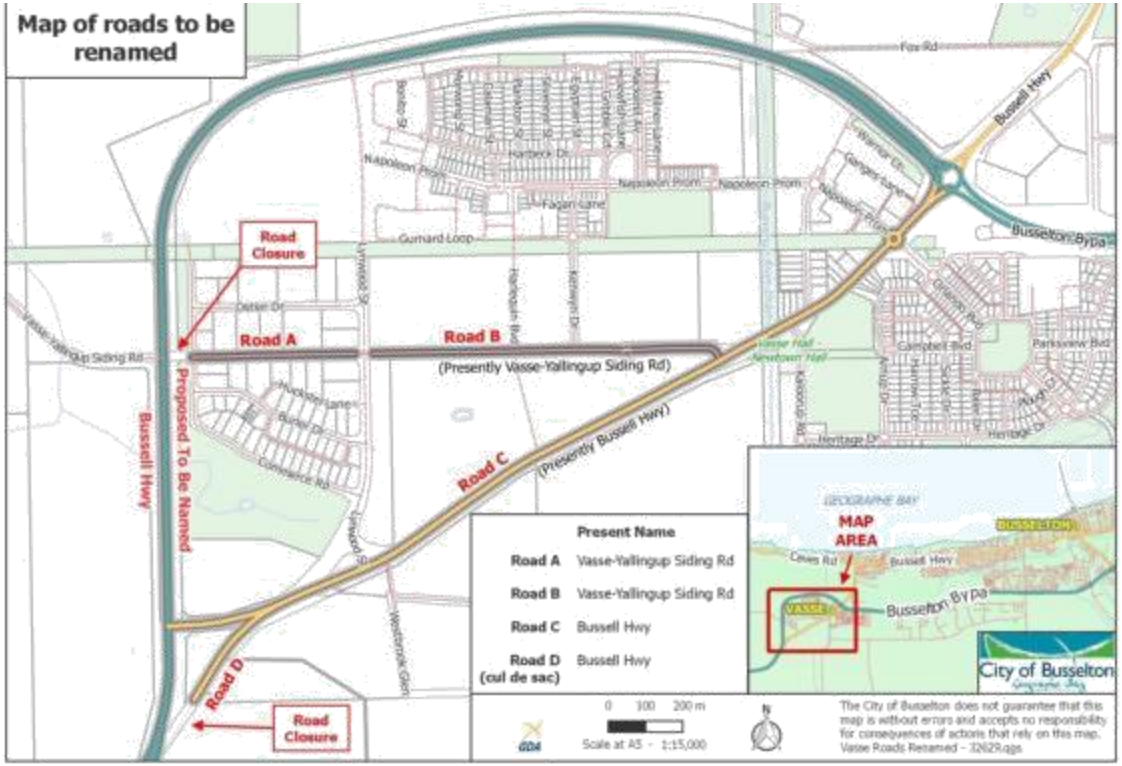
3. Road C (currently 'Old' Bussell Highway from the Busselton Bypass roundabout to the T-junction with the new highway) is named 'Northerly Street' in recognition of the famous Western Australian race horse bred locally in Marybrook.

4. Road D (currently a cul de sac formed from the 'Old' Bussell Highway located south of Florence Road) to be named 'Walger Close', where 'Walger' is a Nyungar word meaning 'eagle' which are prevalent in the area.


Map of roads to be renamed
Road Closure
Road A
Proposed name
Albrey Street
Road B
(Presently Vasse-Yallingup Siding Rd)
Proposed name
Yebble Drive
Road C
(Presently Bussell Hwy)
Proposed name
Northerly Street
Proposed To Be Named
Bussell Hwy
Road D
Proposed name
Walger Close
Road Closure
Present Name
Road A Vasse-Yallingup Siding Rd
Road B Vasse-Yallingup Siding Rd
Road C Bussell Hwy
Road D (cul de sac) Bussell Hwy
0 100 200 m
Scale at A5 - 1:15,000
GDA
N
The City of Busselton does not guarantee that this map is without errors and accepts no responsibility for consequences of actions that rely on this map.
Vasse Roads Renamed - 32629.qgs
GEOGRAPHE BAY
MAP AREA
BUSSELTON
VASSE
Caves Rd
Bussell Hwy
Busselton Bypa
City of Busselton
Fox Rd
Napoleon Prom
Gunard Loop
Fagan Lane
Harbeck Dr
Ostler Dr
Vasse-Yallingup Siding Rd
Lynwood St
Harlequin Blvd
Kenwyn Dr
Vasse Hall - Newtown Hall
Campbell Blvd
Parksview Blvd
Orlando Blvd
Heritage Dr
Kaloorup Rd
Commerce Rd
Butler Dr
Westbrook Glen


"Bussell Highway"
Bussell Highway
Busselton Bypass
Coomidup Blvd
Mackerel Ave
Lynwood St
Harlequin Blvd
Kenwyn Dr
Vasse Yallingup Siding Rd
"Old" Bussell Highway
Land Use Designations
Zones
Restricted Business
Business
Industrial
Special Purpose
Residential
Reserves
Public Purpose
Recreation
Roads
ENDORSED STRUCTURE PLAN
To provide a framework for future detailed planning at the subdivision and development stage.
Date 24/7/2014
Delegated under S.16 of the Planning & Development Act 2005
ADOPTION
Adopted by the City of Busselton pursuant to clause 25 of the District Town Planning Scheme No. 20 in accordance with TPD2 of the Council:
On 2/7/14
Director, Planning & Development Services
OVERALL DEVELOPMENT GUIDE PLAN
(MODIFICATIONS 1,2,3,4,5 & 6)
VASSE NEWTOWN
Version: P
10 Jun 2014
PGP DAW RD1 004P
Adopted by the City of Busselton pursuant to Clause 1.6.1 of Schedule 11 of District Planning Scheme No. 20 in accordance with delegation TPD2 of Council on the _____day of _____2014.
Director Planning and Development Services
N
0 250 500 m
Scale1:10,000

## Map of roads to be renamed




### Submissions to the proposal

Written submissions and suggested road names may be forwarded as follows:

(a) post to the City of Busselton, Locked Bag 1, Busselton WA 6280
(b) email to city@busselton.wa.gov.au
(c) online at yoursay.busselton.wa.gov.au
(d) facsimile to (08) 9752-4958
(e) hand to the City Offices at 38 Peel Terrace, Busselton.

The period for submissions closes Friday, 15 July 2016.

### City of Busselton

38 Peel Terrace, Busselton, Western Australia

*Telephone:* (08) 9781 0444
*Facsimile:* (08) 9752 4958
*Email:* city@busselton.wa.gov.au
*Web:* www.busselton.wa.gov.au
*Office Hours:* Monday to Friday 8.30am to 4.30pm
*All communications to:* The Chief Executive Officer, Locked Bag 1, BUSSELTON WA 6280

City of Busselton
Geographe Bay

**Information brochure**

# Proposal to rename sections of 'Vasse-Yallingup Siding Road' and 'Bussell Highway' (in the locality of Vasse)

### Background information

The realignment of the 'Bussell Highway' around the growing Vasse Development has prompted a proposal to rename two sections of road within the locality of Vasse.

The roads proposed to be renamed are Vasse-Yallingup Siding Road (from Commerce Road to the 'Old' Bussell Highway) and the 'Old' Bussell Highway south of the roundabout and through the Vasse village centre.

This brochure is designed to provide information regarding the most common questions about the road renaming proposal.

***What roads are proposed to be renamed?***

Two roads are proposed to be renamed:

- An approximate 1.5km section of **Vasse-Yallingup Siding Road** from 'Old' Bussell Highway to Commerce Road, and
- an approximate 2km section of the **'Old' Bussell Highway** south of the Busselton Bypass and through the Vasse village.

***Why change the road names?***

The proposal to rename the roads has been prompted by the realignment of the 'Bussell Highway' around the Vasse Development.

The Council has determined that the new section of highway should be named 'Bussell Highway', so the 'Old' Bussell Highway through the Vasse village will require renaming.

Vasse-Yallingup Siding Road is proposed to be renamed as the road has been split into two distinct sections, separated by the new highway. The new highway intersects with Vasse-Yallingup Siding Road at a T-junction (and not a cross-road).

***What is the 'Vasse Development'?***

The 'Vasse Development' or 'Vasse Newtown Development' is a substantial development within the localities of Vasse and Kealy that is continuing to create residential, education, commercial, light industrial, public purpose and recreational lots of land.

A development guide plan as endorsed by the Western Australian Planning Commission is guiding the development as it progresses in stages, over several years.

***What has happened to the 'Bussell Highway'?***

The 'Bussell Highway' has been realigned around the Vasse Development. It now extends in a westerly direction from the Busselton Bypass / Bussell Highway roundabout for approximately 1.5km. The new highway then heads in a southerly direction for approximately 1.6km where it intersects with the 'Old' Bussell Highway.

Several roads intersect with or are planned to intersect with the new section of highway. 'Coomidup Boulevard' will provide access to the new village centre, 'Mackerel Avenue' presently provides access to residential and recreational lots, 'Lynwood Street' will provide access to the business park, and 'Vasse-Yallingup Siding Road' extends west from the new highway towards Marybrook.

***Why does Vasse-Yallingup Siding Road need two names?***

There are no immediate plans but *sometime in the future*, Vasse Yallingup Siding Road will be closed permanently between Lynwood Street and Harlequin Boulevard. The closed section of road will then be integrated into a future residential zone.

When the section of road just described is closed in the future, Vasse-Yallingup Siding Road will be separated into two parts. The first part between Lynwood Street and Commerce Road is already part of the Vasse Business Park (light industrial area) and will remain. The second part from Harlequin Boulevard to the 'Old' Bussell Highway passes through an education zone.

It makes sense to rename the two parts of the road now, rather than assign one name now and rename part of it again in the future.

***What's planned for the 'Old' Bussell Highway?***

The northern end of the 'Old' Bussell Highway will remain part of the Vasse village centre, albeit an expanded village centre. But as the road extends south, it will pass through future commercial, education and residential zones.

***What are the guidelines for road names?***

All public roads are named through Landgate Geographic Naming under delegation from the Minister for Lands, on the advice of local government.

Landgate Geographic Naming operates according to the 'Policies and Standards for Geographical Naming in Western Australia', which defines a set of standards for the naming of roads and other geographic features and places. The 2015 version of the policies and standards document is available from the website www.landgate.wa.gov.au.

Example policies that apply to roads are:

- prepositions (such as 'about', 'between' or 'near' must not be used (policy 1.3.3)
- hyphens (to connect parts of names) and the word 'and' must not be used (policy 1.3.8)
- commemorative names must not be used to commemorate victims of accidents or tragedies (policy 1.4)
- road names must not be duplicated within a local government area, including names that are similar in sound (policy 2.3)
- road names should not include a second name to form a double-barrelled name
- the road type (e.g. 'Avenue' or 'Street') must be chosen from a list defined in Australian Standards (policy 2.2.2)

**More information**

For more information about the proposal to rename the roads, please visit yoursay.busselton.wa.gov.au. Enquiries may be made to Andrew Scott at the City of Busselton on telephone 9781-0402 or by email to andrew.scott@busselton.wa.gov.au.

## Vasse road name suggestions from public consultation

| Suggested name | duplicate within 50km | overused within state | first name | double barrelled | victim | living | Possible road name | Theme |
|---|---|---|---|---|---|---|---|---|
| Abbey | y | | | | | | | |
| Albrey | | | | | | | Albrey | local family name, Group Settlement Scheme |
| Alfred | y | | | | | | | |
| Alwina | | | y | | | y | | |
| Armstrong | y | | | | | y | | |
| Baron | y | | | | | | | |
| Barton | | | | | | | Barton | ? Local family name, Australian Prime Ministers |
| Benjamin | | | y | | | | | |
| Boyle | y | | | | | | | |
| Browny | y | | | | | | | |
| Business | | | | | | | Business | commercial |
| Bussell | | | | | | | | |
| Central | | | | | | | | |
| Charles | y | | y | | | | | |
| Charlotte | y | | y | | | | | |
| Coffee | | | | | | | Coffee | commercial |
| College | y | | | | | | | |
| Colony | y | | | | | | Colony | historic |
| Comedy | | | | | | | | |
| Daisy | y | | | | | | | |
| Dead End | | | | | | | | |
| Denton | | | | | | | Denton | unknown |
| Dick | | | | | | | Dick | cow name |
| Discovery | | | | | | | Discovery | education |
| Douglas | y | | | | | | | |
| Drake-Brockman | y | | | y | | | | |
| East Rail Way | | | | y | | | | |
| Education | | | | | | | Education | education |

| Suggested name | duplicate within 50km | overused within state | first name | double barrelled | victim | living | Possible road name | Theme |
|---|---|---|---|---|---|---|---|---|
| Edward | y | | y | | | | | |
| Elizabeth | y | | y | | | | | |
| Field | y | y | | | | | | |
| Florence | y | | y | | | | | |
| Frances | y | | y | | | | | |
| Gauge | | | | | | | Gauge | education |
| Gibb | y | | | | | | | |
| Goomalling | | | | | | | Goomalling | Aboriginal |
| Gummey | | | | | | | Gummy | fish |
| Guy | y | | y | | | | | |
| Hay Bale | y | | | | | | | |
| Hay Field | y | | | | | | | |
| Hedge | | | | | | | Hedge | commercial |
| Henley | y | | | | | y | | |
| Henry | y | | y | | | | | |
| Hobbs | | | | | | | | |
| Industrial | | | | | | | | |
| Industry | | | | | | | | |
| John | y | | y | | | | | |
| Joseph | | | | | | | | |
| Killerby | y | | y | | | | | |
| King | y | y | | | | | | |
| Kiya | | | | | | | Kiya | Aboriginal |
| Langridge | y | | y | | | | | |
| Lenox | | | | | | | | |
| Lindsay | | | | | | | | |
| Macca | | | | | | y | Macca | local family name, business owners |
| MacDonald | y | | | | | y | | local family name, business owners |
| Market | | | | | | | Market | commercial |
| Marron | y | | | | | | | |

| Suggested name | duplicate within 50km | overused within state | first name | double barrelled | victim | living | Possible road name | Theme |
|---|---|---|---|---|---|---|---|---|
| Marrontail | y | | | | | | | |
| Mary | y | | y | | | | | |
| Mathew | y | | y | | | | | |
| Matthews | y | | | | | | | |
| Maudie | | | | | | | | |
| May | y | | y | | | y | | |
| McGunness | | | | | | | | |
| Michell | y | | y | | | | | |
| Molly | y | | | | | | | |
| Murray | y | | y | | | | | |
| Naturaliste | y | | | | | | | |
| New Place | | | | | | | | |
| Newtown | y | | | | | | | |
| Nigja | | | | | | | Nigja | Aboriginal |
| No Through Road | | | | | | | | |
| Northerly | | | | | | | Northerly | Well known race horse |
| Nubbin | | | | | | | Nubbin | To be determined |
| Old B Road | | | | y | | | | |
| Old Bussell | y | | | y | | | | |
| Old Road | | | | | | | | |
| Ommanney | | | | | | | Ommanney | historic |
| Parker | | | | | | | | |
| Patch | | | | | | | Patch | cow name |
| Peron | y | | | | | | | |
| Plover | y | | | | | | | |
| Pointer | | | | | | | Pointer | fish |
| Poppy | | | | | | | Poppy | cow name |
| Primrose | | | | | | | Primrose | cow name |
| Rail Way | y | | | | | | | |
| Railway Road | y | | | | | | | |
| Ruby | y | | y | | | | | |

| Suggested name | duplicate within 50km | overused within state | first name | double barrelled | victim | living | Possible road name | Theme |
|---|---|---|---|---|---|---|---|---|
| School | | | | | | | School | education |
| Settlers | y | | | | | | | |
| Sharp | | | | | y | | | |
| Siding | y | | | | | | | |
| The Rat Run | | | | y | | | | |
| Thomas | y | | y | | | | | |
| Timothy | | | y | | | | | |
| Trade | | | | | | | Trade | commercial |
| Vasse | y | | | | | | | |
| Vernon | y | | y | | | | | |
| Village | y | | | | | | | |
| Wakelam | y | | | | | | | |
| Walter | | | | | | | | |
| West Rail Way | y | | | | | | | |
| White | y | | | | | | | |
| William | y | | y | | | | | |
| Williams | y | | | | | | | |
| Windelup | y | | | | | | | |
| Zentrate | | | | | | | Zentrate | Horse racing |

**BRAD GOODE & ASSOCIATES PTY LTD**
***Consulting Anthropologists & Archaeologists***
*79 Naturaliste Terrace, Dunsborough WA 6281*
*0432 267 443*
*bradnlee@westnet.com.au*
*www.bradgoode.com.au*
ABN: 41 134 732 040

28th June 2016

Mr Andrew Scott
Land and Infrastructure Officer
City of Busselton
38 Peel Terrace
BUSSELTON WA 6280

Dear Mr Scott,

I am writing to you in response to your request made on the 13th of May for four names of Nyungar language origin that are acceptable to the Nyungar community for the naming of local roads for the new section of the 'Vasse Bypass' and the Vasse-Yallingup Siding Road.

In relation to the request that 'Windelup' be considered for one of the names, archival research did not reveal any additional information on this name other than the article you provided us (http://trove.nla.gov.au/newspaper/article/147652218.). The Traditional Owners consulted were not able to confirm that this is the local Nyungar name for Vasse. Instead the name *Undalup* (sp. Bussell 1930: 12) is used by the Traditional Owners for the Vasse area, the name deriving from the warrior *Undal* (ibid).

After conducting literary research and consultation with Traditional Owners from the Vasse region the following names are put forward:

- *Ngawanan*. In 1930 Mr Alfred John Bussell recorded the Busselton Nyungars using the word Ngawanan meaning Duck (Bussell 1930: 13). Traditional Owner Mrs V. Webb (deceased) stated in a report for CALM in 2000 that her great grandmother lived and camped around Wonnerup and recalled collecting duck eggs from the Vasse Estuary, "…only ever tak[ing] one egg from each nest so as not to disturb the birds breeding" (Elscot 2000: 48). Mrs Webb's son, Mr Wayne Webb, confirmed this.

- *Yebble* or *Yebbul*. The tribal name of Mr Samuel Isaacs who was a Nyungar man born along the Leeuwin-Naturaliste Ridge in 1845 (Kinsella 1987: 1). After being raised by Mrs Ann Dawson, Mr Isaacs returned to his family and travelled along seasonal paths from Vasse to Augusta (ibid). Mr Isaacs is predominately remembered for his part in rescuing survivors from the shipwrecked *Georgette* at Calgardup Bay in 1879 (ibid: 2). A number of his descendants continue to live in the South-West, particularly in Busselton.

- *Boolaninda*. In 1938 Mrs Filumena Terry recorded a legend of the Willy Wagtail and the Carpet Snake which was recorded in song and told to him by local Nyungars (Terry 1938). Boolaninda, meaning longtail, was a great chief when *Meeka* (the moon) was young. Boolaninda was a great tribal dancer and a fearless and friendly leader and was described as *ngwirri* or beautiful (ibid). During a great corroborree Boolaninda's enemy *Warkle* planned to spear him, however a medicine man turned Warkle into a carpet snake (ibid). When Boolaninda was old and died his spirit was turned into the Willy Wagtail,

"the little black and white bird who dances so sweetly and is always kind and loved by everyone" (ibid).

- '(* to be supplied by Mr Wayne Webb by the 15th July)'. Also known as Dodder Laurel or Devil's Web/ Devil's Twine (*Cassytha racemosa*). This vine is traditionally used by Nyungars as netting to catch fish (Goode 2010: 71). In a report for CALM in 2000 Mr G. Webb (deceased) reported that at the Vasse Estuary Nyungars would, "use the Devil's Web, which is a thick native creeper that grows high up in the paperbark trees, and put it across a shallow part of the river in a thick mat, densely packed from the bottom to the water surface to form a long net or trap. They would build the trap right across the river each day when the tide had come in and the fish had moved up the river. When the trap was made, some of the people would go on upstream and scare the schools of fish back down the river and into the trap of Devil's Web where the others waiting would collect the struggling fish" (Elscot 2000: 49).

- Additionally, Alfred Bussell recorded a number of other local words from the Nyungars of the Busselton or *Undalup* (Bussell 1930: 12) area which could be appropriate for road names. They are:
  - *Bearuck* = Summer
  - *Bujee* = Sleep
  - *Walger* = Eagle
  - *Wattarn* = Ocean
  - *Meeker* = Moon
  - *Jeralitch* = North
  - *Jilyara* = Bee (Bussell 1930: 12-16).

We have consulted with Wardandi Traditional Owners and representatives of the South West Boojarah Native Title Claim group, Mr Wayne Webb, Dr Robert Isaacs (OAM) and Mr Jack Hill, who endorse the aforementioned names.

In addition we have also referred to the Landgate Policies and Standards for Geographical Naming in Western Australia, version 1, 2015, as requested. The aforementioned names comply with these standards.

If you require any further information or clarification please do not hesitate to contact our office.

I thank you for allowing myself and my colleges to be involved in such a project.

Kind regards,

Louise Huxtable
Consulting Anthropologist

Reference List

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Brockman, F.S., informed by Samuel Isaacs, 'Aboriginal Proper Nouns' in *Names from various sources for future reference by the Nomenclature Advisory Committee*, The Nomenclature Advisory Committee, Department of Land Administration, Perth, 1949.

Bussell, A.J. (1930) *South West Aboriginal language or dialect – what the Aboriginals term as 'Dorndeup Wongi' and other things concerning Australia generally*, self-published, Perth.

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Goode, B. 2010, 'An Aboriginal Cultural Heritage Management Assessment for the Ellensbrook Catchment', report prepared for the National Trust of Australia and the Department of Environment and Conservation, August 2010.

Hammond, J.E. (n.d.), *Vocabulary of the South West Aborigines*, Department of Land Administration, Perth (typescript).

Kinsella, J. (1987), *Map of Nyungar tracks and names*. Unpublished.

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City of Busselton
Application No | Receipt No
CIO ID
15 JUL 2016
Property ID | Doc ID
Retention
City of Busselton

We would like to apply to have the section of Bussell Highway, referred to as 'Road C', in the attached map to be renamed to 'Northerly Drive'.

Many of the streets and roads in this district have been named after people and families that have made their mark in the history of the area. We believe that the great race horse 'Northerly' should also be honoured this way.

Horses were used widely to clear the land in the district that we now know as Vasse and therfore have their part in the history of this area.

Northerly was bred and born in Marybrook, and laid to rest at his owners, Neville & Sue Duncan's property in North Jindong. He was raced by the long time Vasse residents in partnership with others including Judith and Fred Kersley.
In his distinguished career he won 19 races which included the Western Australian Railway Stakes, 2 Cox Plate wins a Caulfield Cup, two times winning Yalumba Stakes and Underwood Stakes and twice winning the Australia Cup. A total of nine Group 1 races. He amassed stake money of $9.3 million and was named Australian Champion Racehorse in 2003 and Australian Middle Distance Champion in 2002 and 2003. To this day, Northerly is second only to Makybe Diva as the highest earning Australasian stakeswinner ever, eclipsing 'So You Think' and the remarkable 'Black Caviar'. He is commemorated at the Ascot Racecourse in Perth with a Bronze statue.

In 2007 Northerly was inducted into the West Australian Racing, Hall of Fame and in 2010, reflecting the high opinion held of him on a National level, Northerly was inducted into the Australian Racing, Hall of Fame.

As you can see Northerly was once one of the true sporting champions from this area and we believe that it would be an honour for his owners and trainers (all residents of this district) to have a road named after this exceptional horse.

Yours sincerely

The signatories of the attached petition.

VASSE YALLINGUP SIDING RD EAST
A + B.

NORTHERLY DRIVE
OR
VASSE SIDING ROAD.

Sheet1

## PROPOSAL TO RENAME SECTIONS OF VASSE-YALLINGUP SIDING ROAD AND BUSSELL HIGHWAY (IN THE LOCALITY OF VASSE)

**The City seeks written submissions to a proposal to rename roads within the Vasse Development**

| Road A (Vasse Yallingup Siding Rd | | Road B ~~(Vasse Yallingup Siding Rd)~~ | | Road C (Bussell Highway) | |
|---|---|---|---|---|---|
| Suggested Names | Signature | Suggested Name | Signature | Suggested Name | Signature |
| A+B | | | | NORTHERLY Dr. | |
| A & B | | | | northerly Drive | |
| Midway Dr | | | | NORTHERLY DRIVE | |
| A+B | | | | Northerly Drv | |
| Road A & B | | | | Northerly DRV. | |
| Road A+B | | | | Northerly Drv. | |
| | | | | NORTHERLY DRIVE | |
| | | | | NORTHERLY DVE | |
| | | | | NORTHERLY DRIVE | |
| | | | | NORTHERLY DRIVE | |
| | | | | Northerly Dr. | |
| | | | | Vasse siding Road | |
| | | | | vasse siding Road | |
| | | | | Northerly Drive | |
| | | | | Northerly Drive | |
| | | | | Northerly Drive | |
| | | | | Northerly Drive | |
| | | | | NORTHERLY DRIVE | |
| | | | | Northerly Drive | |
| | | | | Northerly Drive | |
| | | | | ZENTRATE AVE | |
| | | | | Northerly Drive | |
| | | | | NORTHERLY DRIVE | |
| | | | | NORTHERLY DRIVE | |
| | | | | NORTHERLY DRIVE | |
| | | | | NORTHERLY DRIVE | |

## 13. COMMUNITY AND COMMERCIAL SERVICES REPORT

### 13.1 CSRFF ANNUAL AND FORWARD PLANNING GRANT APPLICATIONS

**SUBJECT INDEX:** Funding Applications
**STRATEGIC OBJECTIVE:** A City where the community has access to quality cultural, recreation, leisure facilities and services.
**BUSINESS UNIT:** Community Services
**ACTIVITY UNIT:** Community Development
**REPORTING OFFICER:** Community Development Coordinator - Jeremy O'Neill
**AUTHORISING OFFICER:** Director, Community and Commercial Services - Naomi Searle
**VOTING REQUIREMENT:** Simple Majority
**ATTACHMENTS:**
Attachment A City of Busselton Application - Vasse Sports Pavlion
Attachment B City of Busselton Application - Lou Weston Oval Sports Pavilion
Attachment C Busselton Pistol Club Application - New Indoor Shooting Range
Attachment D Busselton Pistol Club New Shooting Range Concept Plans

**PRÉCIS**

Each year Local Government Authorities are required to rate and prioritise the Annual and Forward Grant Community Sport and Recreation Facilities Fund (CSRFF) submissions received within their municipality.

The purpose of this report is to meet the CSRFF criteria by outlining the submissions received for projects within the City for this current funding round and request that Council rate each application prior to forwarding to Department of Sport and Recreation (DSR) for final consideration.

**BACKGROUND**

DSR administers the CSRFF program, with the purpose of providing State Government financial assistance to Local Government Authorities and local community groups (up to one third of the total capital cost), to develop well-planned facilities for sport and recreation.

In order to assist with the evaluation of submissions and to ensure projects are viable and appropriate, DSR has developed "Key Principles of Facility Provision". Accordingly, each submission is to be assessed against those criteria.

Under the provision, Local Government Authorities are required to rate and prioritise local submissions using the following guide;

| RATE | DESCRIPTION |
|---|---|
| A | Well planned and needed by the municipality |
| B | Well planned and needed by the applicant |
| C | Needed by the municipality, more planning required |
| D | Needed by the applicant, more planning required |
| E | Idea has merit, more preliminary work needed |
| F | Not recommended |

Submissions for the current funding round closed on Friday, 12 August 2016. Following this date, each Local Government Authority is required to assess and prioritise applications before forwarding

all documentation to the South West Office of DSR no later than 16 September 2016. For this particular round of the CSRFF, the dates have been brought forward by two weeks.
Following receipt by DSR, local applications along with others received throughout the State, will be evaluated and ranked by relevant State Sporting Associations and the CSRFF Assessment Panel, prior to the outcome being announced by the Minister for Sport and Recreation. Funds for successful applications will become available in July / August 2016.

There are two (2) grant categories being applied for in the current round of funding, as follows:

Forward Planning Grants
$166,667–$4,000,000 will be allocated to the large scale projects where the total project cost exceeds $500,000 and may require an implementation period of between one and three years. Grants given in this category may be allocated in one or a combination of the years in the triennium.

Annual Grants
$66,667 – $166,666 will be allocated to projects with a planning and construction process that will be complete within 12 months. The total project cost for annual grants is between $200,001 – $500,000. Grants given in this category must be claimed in the financial year following the date of approval.

Three (3) applications were received for the current grant rounds are as follows:

*Forward Planning Grants*
1. *City of Busselton – Vasse Sports Pavilion (Lot 9546, Napoleon Promenade, Vasse).*
2. *City of Busselton – Lou Weston Oval Sports Pavilion (Reserve 17319).*

*Annual Grants*
3. *Busselton Pistol Club (Inc.) – New Indoor Shooting Range (Reserve 28419).*

**STATUTORY ENVIRONMENT**

Nil

**RELEVANT PLANS AND POLICIES**

Social Plan 2015-2025. A key goal of this plan is to "create needed, quality, sustainable recreation and leisure facilities and services for our community."

The development of new sports pavilions at both Lou Weston Oval and the Vasse Sporting Complex are in accordance with the Council endorsed Active Open Space Planning Recommendations.

Should the Council adopt the recommendations within this report the City's Long Term Financial Plan will require an amendment for 2017/18.

**FINANCIAL IMPLICATIONS**

1. City of Busselton – Vasse Sports Pavilion (Lot 9546, Napoleon Promenade, Vasse)

The first application from City of Busselton is for the development of the Vasse Sports Pavilion, which has a total estimated project cost of $1,623,000 (ex GST). Based on this, should funding be secured, it is estimated that an additional $805,269 of City funding will need to be incorporated into the 2017/18 budget (this is outlined in Table 1 below) with sources of funds to include the Vasse Developer reserve, Developer contribution pre-payment and Municipal fund contributions. This is based on the State Government contributing up to a maximum of 1/3 (one third) of the total project cost through the CSRFF funding.

In the 2016/17 financial year the City of Busselton was awarded $138,366 as part of the previous DSR CSRFF Annual Grant round towards the development of the Vasse change rooms and ablutions. As these facilities are a key component within the broader Vasse Sports Pavilion, the City is required to apply on the basis that the secured CSRFF grant funds form part of DSR's 1/3 (one third) total project contribution. On this basis, the City's application is made under the following rationale:

1. Utilise and leverage existing CSRFF grant funds secured for the change rooms and ablutions components, so if successful complete the build as 'one project' in late 16/17 and early in the 17/18 financial year;
2. Utilise existing designs that have been undertaken for a similar facility at Barnard Park (Milne Street Pavilion) which is nearing design completion and contains all the functional elements requested by the Vasse Recreational Facility Working Group (VRFWG). Additionally this facility has been proofed by professionals in the fields of hydraulics, electrics, building, environmental health (public building, kitchen design, and compliance), facilities and the latest recreation industry knowledge;
3. Utilise potential future cost savings by proposing to build uniform sports pavilions across the district. These potential cost savings include both capital (design and construction) and on-going maintenance costs (economies of scale and uniformity for the City in managing and maintaining public ablutions and other public facilities).

The City of Busselton's contribution of 2/3 (two thirds) to the total project cost is $1,082,000. It includes a combination of previous matching funds for the change rooms / ablutions, Developer reserve (savings from the earlier stages of oval and car park construction), Developer contribution pre-payment and municipal funds. This is highlighted below:

Table 1. Project Financials Vasse Sports Pavilion

| **Item** | **Expenditure** | **Item** | **Revenue** |
|---|---|---|---|
| Change room / ablutions | $415,097 | 2016/17 CSRFF Small Grant (awarded) | $138,366 |
| Remainder of Sports Pavilion | $1,204,903 | 2016/17 City of Busselton - 2/3 Matching funds Change room / ablutions | $276,731 |
| Project Signage (DSR requirement) | $3,000 | Vasse Developer Reserve (Balance after oval and car park construction) | $212,477 |
| | | Developer contribution pre-payment | $300,000 |
| | | 2017/18 City of Busselton - Municipal funds | $292,792 |
| | | CSRFF Requested 2017/18 | $402,634 |
| | | | |
| **TOTAL** | $1,623,000 | **TOTAL** | $1,623,000 |

2. City of Busselton – Lou Weston Oval Sports Pavilion (Reserve 17319)

The second application from City of Busselton is for the development of the Lou Weston Oval Sports Pavilion, which has a total estimated project cost of $1,218,000 (ex GST). Based on this, should funding be secured, it is estimated that $812,000 of City funding will need to be incorporated into the 2017/18 budget. This is based on the State Government contributing up to a maximum of 1/3 (one third) to the total project cost through the CSRFF funding. This is highlighted below:

Table 2. Project Financials Lou Weston Oval Sports Pavilion

| Item | Expenditure | Item | Revenue |
|---|---|---|---|
| Sports Pavilion | $1,215,000 | 2017/18 City of Busselton - Municipal funds | $812,000 |
| Project Signage (DSR requirement) | $3,000 | CSRFF Requested 2017/18 | $406,000 |
| | | | |
| **TOTAL** | $1,218,000 | **TOTAL** | $1,218,000 |

3. Busselton Pistol Club (Inc.) – New Indoor Shooting Range (Reserve 28419)

The application from the Busselton Pistol Club Inc. (BPC) is for the development a New Indoor Shooting Range on Reserve 28419 and has a total project cost of $314,499 (ex GST). BPC have been recommended for a cash commitment from the Council to the value of $40,000 (ex GST) as part of the 2016/17 Community Bids Programme, which was considered by the Council at its ordinary meeting of 10 August 2016. This is highlighted below:

Table 3. Project Financials Busselton Pistol Club Indoor Shooting Range

| Item | Expenditure | Item | Revenue |
|---|---|---|---|
| Contruction of a Indoor Shooting Range | $311,499 | 2016/17 City of Busselton - Community Bids | $40,000 |
| Project Signage (DSR requirement) | $3,000 | Club Financial commitment - cash | $103,833 |
| | | Volunteer Labour | $50,000 |
| | | Donated materials | $16,833 |
| | | CSRFF Requested | $103,833 |
| | | | |
| TOTAL | $314,499 | TOTAL | $314,499 |

**Long-term Financial Plan (LTFP) Implications**

Lou Weston Oval Sports Pavilion
There is currently $40,000 and $960,000 allocated in the City's LTFP in the 2017/18 and 2018/19 financial years respectively towards the Lou Weston Oval Sports Pavilion. Should funding be secured in 2017/18, funds from the 2018/19 financial year will need to be brought forward.

Vasse Sports Pavilion
As highlighted in table 1 (above), the City's 2/3 (two thirds) component for this project is coming from a variety of sources. Should the project proceed as planned, an additional $292,792 will need to be sourced that is not currently listed within the City's current LTFP.

One possible source for the majority of these funds, should both of the City's projects be funded, is the potential to reallocate $188,000 from the Lou Weston Oval Sports Pavilion project to this project.

**STRATEGIC COMMUNITY OBJECTIVES**

This matter aligns with the City of Busselton Strategic Community Plan 2013 and principally with the following strategic goal:

Caring and Inclusive Community
1.3 A community that supports healthy, active ageing and services to enhance quality of life as we age.

Well Planned, Vibrant and Active Places

2.1 A City where the community has access to quality cultural, recreation and leisure facilities and services.

2.2 Infrastructure assets that are well maintained and responsibly managed to provide for future generations.

**RISK ASSESSMENT**

An assessment of the potential implications of not implementing the officer recommendation has been undertaken using the City's risk assessment framework. The assessment sought to identify 'downside' risks only rather than 'upside' risks and where the risk, following implementation of controls, has been identified as medium or greater.

| *Risk* | *Controls* | *Consequence* | *Likelihood* | *Risk Level* |
|---|---|---|---|---|
| Financial risk of any or all of the projects not receiving external grant funding | Any or all of the projects will only proceed at such point that they receive the additional funds (or reduced project scope if feasible) to do so | Minor | Possible | Medium |

**CONSULTATION**

Consultation has taken place between City Officers and staff from the South West Office of DSR in regard to the City's two (2) applications.

Consultation has also taken place between the staff from the South West Office of DSR and the representatives from the BPC. Consultation has also taken place between City and the key contacts from the BPC.

Consultation has taken place between City Officers and the Vasse Recreational Facilities Working Group (representing the community and sporting bodies in Vasse) and the Lou Weston Oval user groups of football, tee ball and netball in terms of the proposed sports pavilions at these precincts respectively.

**OFFICER COMMENT**

<u>City of Busselton – Vasse Sports Pavilion (Lot 9546, Napoleon Promenade, Vasse) – Total estimated cost $1,623,000</u>

In 2013 the City of Busselton Council adopted (C1304/088) the Active Open Space Planning Recommendations to guide the future planning of active open space facilities within the district. This followed 18 months of consultation, needs assessments, a review of the City Leisure Services Plan and a demographic analysis of individual population precincts across the City. The facilities were assessed as either Local, District or Regional and the recommendations and designations across the region are detailed in the Active Open Space Planning 2013 document.

The key Council adopted facility development strategies for Vasse include:

| <u>Precinct</u> | <u>Facility</u> | <u>Active Open Space Planning Recommendations</u> |
|---|---|---|
| Vasse | Vasse Newtown | That future active open space facilities at Vasse Newtown be designated as local level facilities for junior Soccer, Rugby and other rectangular sports, and that a local level facility Community Club be |

| | | |
|---|---|---|
| | | progressed including but not limited to Lawn Bowls, Croquet, Tennis, Bocce and Multi Sports (Basketball, Tennis and Netball) |
| | | That the City, in conjunction with the Developer of Vasse Newtown, continue to work to address sustainable water supply issues for active open space area |
| | | That the City, in conjunction with the Developer and the Vasse Community, continue to review the Vasse Newtown Developers Contribution Staging Plan to obtain the best outcome for the Vasse community |
| | | That the City continues to work with the Department of Education and Training (DET) to obtain on-going community access to active open spaces on or adjacent to the DET sites of Cape Naturaliste College and the Vasse Primary School in Vasse |

Stage 1 of the new Vasse Sporting Complex is due for final completion in October 2016, with play expected to commence on this area in March 2017. This stage included the construction of the western-most (north-south oriented) junior AFL oval (sports space), landscaping and initial stages of car parking. This has expedited the need for ancillary items such as toilets, change, meeting, umpire / first aid rooms, storage and kitchen and a kiosk that would be met by the construction of a new sports pavilion.

Under the guidelines for the CSRFF grant funding process, The City of Busselton is required to rank, in order of priority, all applications received from within its boundaries.

City Officers assessed the City's application against the following DSR required criteria:

- Project justification;
- Planned Approach;
- Community Consultation;
- Management Planning;
- Design;
- Financial Viability;
- Coordination.

A needs assessment was undertaken including consultation using a variety of methods, including regular follow up meetings (5 in total and ongoing) with members of the Vasse Recreational Facilities Working Group in 2015 and 2016, enabling the City to make an informed decision regarding the need for active open space and future club facilities, including storage, kiosk, kitchen / servery, meeting and function, office, spectator viewing. These facilities 'value add' to 1/3 CSRFF funding contribution towards the changing, first aid / umpire and ablution facilities secured in the 2016/17 CSRFF Annual Grant round.

A formal feasibility study was conducted on the project, providing a detailed economic and social background analysis, enabling the City to make an informed decision regarding the extent and future growth of these sports. Management of the Vasse Sports Pavilion has also been considered and factored into future management plans of the City. The design of the Vasse Sporting Complex (and the potential future pavilion) has included consideration of Australian and industry standards as well as maximising community opportunities for physical activity.

Under the guidelines for the CSRFF grant funding process, the City is required to rank, in order of priority, all applications received from within its boundaries. It is recommended that this application is ranked as an (A) Well planned and needed by the Municipality and number one (1) priority of the three applications received for consideration.

City of Busselton – Lou Weston Oval Sports Pavilion (Reserve 17319)– Total estimated cost $1,218,000

The key Council adopted facility development strategies for Lou Weston Oval from the Active Open Space Planning Recommendations include:

| Precinct | Facility | Active Open Space Planning Recommendations |
|---|---|---|
| Busselton | Lou Weston Oval | That Lou Weston Oval be designated as a local level facility for active open space sports such as diamond sports (Tee ball and Softball) and the club based sport of Netball, and as a future facility for Baseball, and provision be made for local level facilities for junior Australian Rules Football. |
| | | That ageing infrastructure at Lou Weston Oval be replaced by considering shared club facilities and rationalisation of ablution facilities including;<br>• Additional storage;<br>• Installation of sports lighting at the Active playing Field;<br>• Shelter / viewing area for spectators;<br>• Rationalisation of club rooms, change rooms and public toilets at the reserve. |
| | | That pedestrian and vehicular access and egress improvements be undertaken |

In 2015/16 the City of Busselton applied to the CSRFF Summer Small Grants round for a Master Plan to address the facility development strategies outlined in the Active Open Space Planning Recommendations. Unfortunately on that occasion the application was unsuccessful, but the issues highlighted at this facility are still credible and are steadily creating more pressure on the user groups. In particular, junior football and junior tee ball have no storage, kiosk (canteen) facilities or spectator viewing (shelter) areas. In a similar fashion to Vasse, the strategic and operational benefits of the Milne Street Pavilion consultation and design process apply (albeit a smaller localised facility) to the construction of a future pavilion at Lou Weston oval.

A Needs Assessment was undertaken in 2012 and a follow up conducted in 2015 with all of the key users of Lou Weston oval, enabling the City to make an informed decision regarding the need for rationalisation of change, club and ablution facilities and develop a co-shared sports pavilion, including elements such as storage, kiosk, kitchen / servery, meeting /function, office, spectator viewing, contemporary change rooms, first aid / umpire and ablution facilities.

A formal feasibility study was conducted, providing a detailed economic and social background analysis, enabling the City of Busselton to make an informed decision regarding the extent and future growth of these sports. Management of the Lou Weston Oval Sports Pavilion has also been considered and factored into future management plans of the City. The proposed rationalisation of existing facilities and improved parking and pedestrian access and egress to the venue has included consideration of Australian and industry standards as well as maximising community opportunities for physical activity.

Under the guidelines for the CSRFF grant funding process, the City is required to rank, in order of priority, all applications received from within its boundaries. When considering this application against the other two (2) applications, it was considered a higher rank than the Busselton Pistol Club's application due its broader reach, but lower than the City's Vasse recreational facilities application due to Vasse not having any facilities of this nature at this time. It is recommended that this application is ranked as an (A) Well planned and needed by the Municipality and number two (2) priority of the three applications received for consideration.

Busselton Pistol Club (BPC) – New Indoor Shooting Range (Reserve 28419)- Total estimated cost $314,499

The BPC have been operating from a portion of land on Reserve 28419 since 1975. Due to some safety concerns (in terms of proximity to Queen Elizabeth Avenue), the Western Australian Police (WAPOL) closed the BPC's outdoor ranges in 2004 and the BPC have operated an indoor air pistol facility ever since.

For many years the City has worked alongside the BPC, with the aim to develop a new compliant lead projectile shooting range. The current proposal involves environmental remediation of the leased BPC site (Reserve 28419), followed by the construction of a fully enclosed indoor shooting range. The BPC have recently commenced remediation works and are planning to be in a position by 2017/18 (subject to funding and City approval) to commence works on a new indoor shooting range. The BPC have had a steady increase in membership over the last five (5) years, with a new facility (allowing club members to shoot lead projectiles locally) expected to continue to this growth.

This project will provide a much needed new facility for the BPC enabling current membership to participate in their sport locally, as well as provide some potential of an expansion of membership, which is only currently 53, in the future. When considering and assessing this application, it ranked lower against the other two (2) applications due to the larger number of people (both general public and club members) that would receive positive benefits from those projects, if funded.

It is recommended that this project be assessed as a 'high' priority and that it is a (B) Well planned and needed by the applicant and number three (3) priority of the three applications received for consideration.

**CONCLUSION**

The three applications received for the 2017/18 CSRFF Annual and Forward Planning Grants funding round show sound reasoning and justification, as such it is recommended that Council adopts the Officers Recommendation to allow the projects to proceed should funding from DSR be forthcoming.

**OPTIONS**

The Council could decide not to support any or all of the three applications received or decide to rate and rank the three applications received in an alternative manner and order.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

DSR, South West Office staff will be advised in writing of the Council's decision by mid-September 2016 when the full contents of the application are forwarded to their regional office in Bunbury.

**OFFICER RECOMMENDATION**

That the Council:

1. Submits the City of Busselton's Application – Vasse Sports Pavilion to the Department of

Sport and Recreation's Community Sport and Recreation Facilities Fund and rates the Application as a priority 'A' project, rank number 1;

2. Submits City of Busselton's Application – Lou Weston Oval Sports Pavilion to the Department of Sport and Recreation's Community Sport and Recreation Facilities Fund and rates the Application as a priority 'A' project, rank number 2;

3. Submits the Busselton Pistol Club's Application – New Indoor Shooting Range to the Department of Sport and Recreation's Community Sport and Recreation Facilities Fund and rates the Application as a priority 'B' project, rank number 3;

Government of **Western Australia**
Department of **Sport and Recreation**

**Office Use Only**
TRIM: _____
Grant No: _____
Project Coordinator._____

# CSRFF Grant Application Form

## Year 2017/18 – 2019/20 Triennium

**This application form can only be used for applications to be submitted in the 2016/17 funding round. No other forms will be accepted.**

**You MUST discuss your project with an officer from your nearest Department of Sport and Recreation office before completing and submitting your application. Failure to do so will render your project ineligible.**

**All applications MUST be submitted to your local government. Contact your local government to determine the cut off date for the submission of applications.**

| DSR Contact: Troy Jones | Date: 2/6/15 | Office: Bunbury |
|---|---|---|

**TYPE OF GRANT:**

| | |
|---|---|
| ☐ | **ANNUAL GRANT $66,666–$166,666 (Up to $250,000 with development bonus)**<br>The total project cost (GST exclusive) is between $200,001 and $500,000. |
| ☒ | **FORWARD PLANNING GRANT $166,667–$2 million**<br>The total project cost (GST exclusive) exceeds $500,000.<br>Note: Where the grant requested is $166,667 or less but the total project cost is over $500,000, applicants are to follow the criteria for a Forward Planning grant but will be funded as an Annual grant. |

**Year of Claim** (Applicable to forward planning grants only):
Please indicate the year that you would prefer to claim a grant, taking into account the CSRFF Acquittal Requirements. Only indicate first preference for funding in 2017/18 if all planning is finalised.

| ☒ **2017/18** | ☐ **2018/19** | ☐ **2019/20** |
|---|---|---|

**Would the project proceed if funding was allocated in a later year?** ☒ Yes ☐ No
If yes, how would the project be impacted (e.g. – delayed etc)?

**How would the resulting cost escalation be funded?** City of Busselton will fund any cost escalation out of Capital reserve budgets if necessary.

**Applicant's Details:**

| | | | | | |
|---|---|---|---|---|---|
| Organisation Name: | City of Busselton | | | | |
| Postal Address: | Locked Bag 1 | | | | |
| Suburb: | Busselton | Suburb: | Busselton | Suburb: | Busselton |
| Street Address: | Southern Drive | | | | |
| Suburb: | Busselton | Suburb: | Busselton | Suburb: | Busselton |

**Preferred Contact Person:**
*All application correspondence will be directed to this person*

| | | | |
|---|---|---|---|
| Name: | Jeremy O'Neill | Title: | Dr ☐ Mr ☒ Mrs ☐ Ms ☐ |
| Position Held: | Community Development Coordinator | | |
| Business Phone: | 08 9781 0356 | Facsimile: | 08 9752 4958 |
| Mobile Phone: | 0411 342 603 | Email: | Jeremy.oneill@busselton.wa.gov.au |

Our whole
Community wins

**Organisation Business Details:**

| | | | |
|---|---|---|---|
| Does your organisation have an ABN? | Yes ☒ No ☐ | ABN: 87285608991 | |
| Is your organisation registered for GST? | Yes ☒ No ☐ | * Note, in order to be eligible for funding you must attach a copy of the Incorporation Certificate | |
| Is your organisation not-for-profit? | Yes ☐ No ☒ | | |
| Is your organisation incorporated? | Yes ☐ No ☒ | Incorporation #: * | |
| Bank details: | Bank: ANZ Busselton | BSB: 016580 | Bank details: |

**Local Government Authority Details:**

| | | | |
|---|---|---|---|
| LGA: | City of Busselton | | |
| Contact: | Maxine Palmer | Title: | Dr ☐Mr ☐Mrs☒ Ms☐ |
| Position Held: | Manager Community Services | | |
| Business Phone: | 08 9781 0462 | Facsimile: | 08 9752 4958 |
| Mobile Phone: | | Email: | Maxine.palmer@busselton.wa.gov.au |

## PROJECT DETAILS

**Project Description:**

Vasse Sporting Complex – Sports Pavilion (Project Stage 2b)

The City of Busselton is currently in an exciting new phase of planning and development; in particular the planning and development of the new Vasse Sporting Complex (VSC). This project is for the development of the sports pavilion (including storage, kiosk, kitchen / servery, meeting and function, offices, spectator viewing and additional change rooms).

*Background*

The Vasse community continues to grow quickly and will ultimately attain a population in excess of 5,000 people. Services and facilities in Vasse will also become increasingly important to people in Abbey and parts of Broadwater (adjacent localities), and so will serve an even larger population. The City, Developers and community stakeholders have been working over the last few years to commence the delivery of recreation and community facilities in Vasse. We are now very close to a point where the first stage (a new oval) is nearing completion.

In July 22 2015 the City of Busselton Council endorsed the Vasse Newtown Overall Development Guide Plan (VNODGP) and Vasse Newtown Developer Contributions Staging Plan, which will facilitate the progressive development of a consolidated and integrated community and active recreation area to be known as the 'Vasse Sporting Complex' (VSC). This precinct would be situated on contiguous, City-owned land - generally opposite the DET sporting oval at the Cape Naturalists College - for the use, enjoyment and benefit of both the Vasse and broader district communities. (***See precinct concept Appendix 1***).

The VSC is proposed, over the full lifecycle of the project to contain:

• Two (2) north-south oriented AFL ovals PLUS one (1) 'incorporated' (separately line-marked and posted) full competition-sized AFL oval generally oriented on an east-west axis across the same, contiguous grassed areas;

• One (1) north-south oriented, senior cricket oval, 'incorporated' seasonally within the same contiguous grassed area accommodating the AFL ovals (as described above);

• Two (2) soccer/rugby pitches, 'incorporated' seasonally and/or through sporting club scheduling within the same contiguous grassed area (as described above);

• Three (3) multi-purpose (basketball/netball/tennis) courts;

• Two (2) competition-standard bowling greens;

• A sports pavilion including but not limited to change rooms, public toilets, umpire room, first aid room, kiosk, kitchen / servery, meeting and function, offices;

• Associated car parking for sports participants and spectators;

• Landscaped pedestrian linkages.

Stage One (1) development of the VSC facilities (not part of this application) involved the construction on Lot 8113 of the western-most (north-south oriented) junior AFL oval (sports space), landscaping and initial stages of car parking. The Perron Group (developer) assisted by providing some 'pre-funding' of Developer contributions funds to

enable Stage One of the VSC to be delivered in the 2016/17 financial year. (***See Appendix 2 for Stage 1 works concept***). This stage was funded by existing Developer contributions, pre-funding future stage contributions and City of Busselton Municipal funds.

Stage Two (2a) of the VSC facilities, (not part of this application), was successfully funded by the Department of Sport and Recreation's 2016/17 Community Sport and Recreational Facilities Fund Annual Grant round. Stage 2a provides essential changing, medical, and umpire and ablution facilities for the users of the active open space constructed in Stage 1 (above).

Stage Two (2b) developments of the VSC facilities, which is the subject of this application, would provide essential storage, kiosk, kitchen / servery, meeting and function, offices, spectator viewing and additional change rooms and would be a modular increase in the footprint of the facility to be built as part of Stage 2a.

The VSC project, on completion of all stages ,will provide the following:

- A new high quality local active playing facility in Vasse, capable of providing training and / or competition facilities for proposed regular users such as the Vasse Royals Junior Football Club (VRJFC), Vasse Lawn Bowls Club, Vasse Auskick Centre, Vasse Junior Soccer Club (VJSC), Vasse Junior Cricket Club (VJCC), Vasse Senior Cricket Club (VSCC), Vasse Primary School Hockey Group and Vasse based Netball teams.
- A co shared sports facility able to respond to population growth and changes in community demographics in the long term, and resulting in a sustainable and inclusive community facility that contributes to the health and well-being of Vasse residents.
- A sports facility that will be strategically placed as a "community hub" for community, recreation and sporting opportunities in Vasse.

| | | | |
|---|---|---|---|
| **Project location:** | Lot 8113, Napoleon Promenade Kealy WA 6280 | | |
| **Land ownership:** | Who owns the land on which your facility will be located? State of Western Australia (Vested with the City of Busselton for Public Recreation and Drainage)<br><br>Lease Expiry (if applicable): N/A | | |
| **Planning approvals** | | If no, provide the date it will be applied for: | |
| **Where applicable, has planning permission been granted?** (LGA) | | Yes ☒ No ☐ | ___/___/___ |
| **Department of Aboriginal Affairs?** | | Yes ☒ No ☐ | ___/___/___ |
| **Department of Parks and Wildlife?** (Environmental, Swan River) | | Yes ☒ No ☐ | ___/___/___ |
| **Native Vegetation Clearing Permit?** | | Yes ☒ No ☐ | ___/___/___ |
| **Please list any other approvals that are required?** | | Yes ☐ No ☒ | ___/___/___ |

**What discussions have been held with adjoining local authorities?**
Nil. This facility will not impact on the Shire of Augusta Margaret River

**Approximate distance from proposed project to nearest adjoining council boundary:** 15.5 km

**Have you discussed this project with Department of Infrastructure and Regional Development** (Federal Government)**?** Yes ☐ No ☒

**If so, are you seeking funding from them?** Yes ☐ No ☒

Contact:

**How will your project increase physical activity?** This project aligns with two of the key challenges identified in the SD6 (Strategic Directions for Western Australian Sport and Recreation Industry 2016-20) planning document.

The first key challenge Life Course and Life Stage Participation; challenge 9 relates to "*the achievement of improved participation rates in sport and recreation, and more broadly active lifestyles*." This project once completed will provide new services and facilities for approximately 520 junior sporting participants that will access the grassed sports spaces of the Vasse Sporting Precinct, as well as hard court spaces for the sports of Basketball, Netball, Tennis and Lawn Bowls. In particular the Lawn Bowlers will be truly 'life course' participants with a broad age range of 18 – 85 years of age amongst their members. The VSC on completion will be a truly 'Multi-generational' facility for the City of Busselton.

The second key challenge Public Open Space and Urban Form; challenge 3 relates to "*In order to deliver public open space which meets the needs of communities into the future we must be efficient with resources, focus on function of sites, and provide equitable access to facilities*." The construction of all elements of the VSC will address

this challenge and increase in physical activity in the following ways:

**1. The development of new sporting facilities**

A new high quality local sports and recreation facility in Vasse will enable all of the proposed member clubs to expand and improve their program and service delivery to the Vasse locality. Existing ancillary facilities for all clubs are non-existent. Currently all of the clubs either train and / or compete at existing school facilities or at neighbouring facilities in Busselton. The initial 3 stages (Stage 1, 2a and 2b) will provide the initial essential components to get a new facility operational (Lot 8113, Napoleon Promenade Kealy) for the community of Vasse, which is currently inadequate in terms of:

- No Active Public Open Space provision for training and competition; (1st stage of oval development currently being addressed in Stage 1)
- No sports lighting for training purposes for all sports; (Future stages)
- No parking and access and egress to the site for active users; (Some initial parking has been completed in Stage 1 and will be finalised in future stages)
- Facilities for changing, medical, umpire and ablution facilities for the users of the active open constructed in Stage 1 (To be completed as part of Stage 2a).

Specifically this application (Stage 2b) will provide for the development of essential storage, kiosk, kitchen / servery, meeting and function, offices, spectator viewing and additional change rooms facilities for the users of the active open space constructed in Stage 1 (above). These facilities will form an initial stage of the larger precinct to meet the sport and recreational needs of a rapidly expanding Vasse community.

The City of Busselton had a preliminary estimated resident population of 34,290 in 2013 according to the Australian Bureau of Statistics, with the City's average annual growth rate over the past 20 years being one of the highest sustained growth rates for a regional area in Australia in excess of 4%. Approximately 67% of the total City population is located in the town of Busselton.

This population growth rate is being reflected in the rapid increase in participation that is being experienced by these sports at a junior level and high participation rates maintained at a senior level in Busselton. These increases are as follows:

- Vasse Royals Junior Football Club (VRJFC) has increased from one team in the Busselton and Districts Junior Football Association in 2013 to 5 teams in 2016 (400% increase);
- Vasse Auskick Centre commenced in 2013 for the first time and has increased to 53 participants in 2015;
- Vasse Junior Soccer Club (VJSC) has maintained record participation in the sport of soccer in the district in recent years and has no dedicated soccer facilities in the Vasse District;
- Vasse Junior Cricket Club (VJCC) has increased to three teams in 2015 (Under 12's, Under 14's and Under 16's)
- Due to increased summer profile of cricket, there has been a big spike in pre-junior cricket participation programs 'In to Cricket' and 'T20 Blast'.

Currently none of these clubs have active or ancillary competition facilities in Vasse.

**Do you share your facility with other groups?** Yes ☒ No ☐ If so, who:

List up to three sport and recreation activities which will **directly benefit** from your proposal. Please indicate the approximate % usage of the facility (or part of the facility relating to this proposal).

| Sport/community organisation | % use of the facility# | Hours per week# |
|---|---|---|
| Vasse Royals Junior Football Club (VRJFC) | 20 | 16 (6 months of the year) |
| Vasse Auskick Centre | 3 | 2 (6 months of the year) |
| Vasse Junior Soccer Club | 20 | 16 (6 months of the year) |
| Vasse Junior Cricket Club | 16 | 12 (6 months of the year) |
| Vasse Primary School Hockey Group | 9 | 8 (6 months of the year) |
| Vasse based Netball teams | 16 | 12 (6 months of the year) |
| Vasse based Basketball teams | 16 | 12 (6 months of the year) |

# These figures are projected on their number of teams and practice / competition sessions per week. Currently the facility is yet to be built

Activity/sport membership numbers over the past three years relevant to your project. For example, if a bowls project, golf members not relevant; social membership numbers not applicable.

Note: if membership is not applicable, ie recreation facility or aquatic centre, please enter the number of users of the facility.

| 2013/14 | | 2014/15 | | 2015/16 | |
|---|---|---|---|---|---|
| Vasse Cricket Club | 33 | Vasse Cricket Club | 32 | Vasse Cricket Club | 34 |
| Vasse Junior Cricket Club | 26 | Vasse Junior Cricket Club | 33 | Vasse Junior Cricket Club | 40 |
| Vasse Junior Soccer Club | 105 | Vasse Junior Soccer Club | 101 | Vasse Junior Soccer Club | 103 |
| Vasse based Basketball numbers | 93 | Vasse based Basketball numbers | 96 | Vasse based Basketball numbers | 94 |
| Vasse Netball Club | 126 | Vasse Netball Club | 131 | Vasse Netball Club | 133 |
| Vasse Royals Football Club | 66 | Vasse Royals Football Club | 78 | Vasse Royals Football Club | 102 |
| Auskick | 46 | Auskick | 50 | Auskick | 53 |
| Vasse Primary School Hockey Group | 41 | Vasse Primary School Hockey Group | 46 | Vasse Primary School Hockey Group | 44 |
| Vasse Lawn Bowls Club | 16 | Vasse Lawn Bowls Club | 18 | Vasse Lawn Bowls Club | 17 |
| | 552 | | 585 | | 620 |

State Sporting Associations are involved in the assessment of applications and may be able to provide valuable information when planning you project, particularly in relation to technical design issues. They should be consulted as part of the application process. A complete list of State Sporting Associations and their contact details are is available on the departments website: http://www.dsr.wa.gov.au/contact-us/find-a-sport-or-recreation-association

| **What is the name of the State Sporting Association for your activity/sport?** | |
|---|---|
| Western Australian Cricket Association (WACA), Western Australian Football Commission (WAFC), Football Federation WA (FFWA) | |
| **Have you discussed your project with your State Sporting Association?** Yes ☒ No ☐ | |
| Contact Name: Glenn Omodei Regional Manager, (WAFC South West Region), Steve Phillipe, Country Cricket Manager (WACA), Simone Durnell, Football Federation WA (South West), Ken Pride, (Bowls WA) | Date of contact: 10/8/15, 12/9/15, 05/07/16 |

You need to demonstrate that you have undertaken an appropriate level of planning for your project. Questions 1 – 24 must be completed for all applications. Forward Planning grant applications must complete all the questions in detail. Annual grant applications must provide responses where appropriate and relative to the project.

Attach your responses (in numerical order) to the application form. If you believe that you have a valid reason for answering in the negative to a question please detail that reason.

Ensure that you have addressed the Key Principles of Facility Provision (see Guidelines for a CSRFF application), as they apply to your project. Questions 1 to 24 below relate directly to these principles.

You are expected to provide detail on the planning, management and financial viability of your project. Where research findings are used to justify a project a range of research techniques should be evident in the methodology used. When using comparative analysis local conditions must be considered.

All assumptions must be clearly stated.

| | |
|---|---|
| 1. | **When did you complete your needs assessment?** (This is a formal analysis required for projects over $500,000).<br>A formal needs assessment for the proposed users of the Vasse Sporting Complex is included in this application (***see Appendix 3***). |
| | **How has the need for your project been identified and assessed?**<br>In 2013 the City of Busselton Council adopted Active Open Space Planning Recommendations to guide the future planning of active open space facilities within the district. This followed 18 months of consultation, needs assessments, a review of the City Leisure Services Plan and a demographic analysis of individual population precincts across the City.<br><br>The facilities were assessed as either Local, District or Regional and the recommendations and designations across the region are detailed on the inside pages of the Active Open Space Planning 2013 document (***see Appendix 4***).<br>Key recommendations at this time included:<br>1. That future active open space facilities at Vasse Newtown be designated as local level facilities for junior Soccer, Rugby and other rectangular sports, and that a local level facility Community Club be progressed including but not limited to Lawn Bowls, Croquet, Tennis, Bocce and Multi Sports (Basketball, Tennis and Netball).<br>Since these recommendations were developed there has been the following changes:<br>1. The land available at Vasse, as part of the ceding process from the Vasse JV (Developers), has increased and become more usable (one large contiguous parcel of approximately 5 hectares)<br>2. The ability to negotiate an agreement for community use (Capital and maintenance agreement) of the Cape Naturaliste College with the Department of Education has been parked indefinitely.<br>As a result of these two developments the City has been able to, with the assistance of the Vasse JV (Developers), fast track the development of the Active Open space in response to a documented need for competition and training facilities for junior AFL, and training needs for rectangular sports such as junior Soccer and Hockey. This documented need has come in the form of regular meetings with the Vasse community, sporting clubs and associations<br>Subject to this facility 'coming on-line' there is an identified need for amenities for changing, first aid, umpire and public toilets, which provides on-going sustainable usage of the VSC into the future. In addition other amenities (as addressed in this application) such as storage, kiosk, kitchen / servery, meeting and function, offices, spectator viewing and additional change rooms are also needed to ensure the functionality of this key community precinct going forward.<br>A community working group (Vasse Recreational Facilities Working Group) has also been established. It has met on four (4) occasions ,with the need for future recreational facilities identified in this application have been consolidated as part of on-going discussions with these representatives. |
| | **Is the need or a part of the need that you have identified already being catered for?**<br>No, these are new facilities for Vasse and adjacent localities of Broadwater and Abbey. As a combined population these localities had an estimated resident population of 8,345 in 2013 without any formalized facilities for the playing of active sports. |

| | |
|---|---|
| 2. | **Have you undertaken a feasibility study?** (must be included with Forward Planning applications).<br>Yes ☒ No ☐<br>A Feasibility Study for the Vasse Sporting Complex is included in this application (***see Appendix 5***). |
| | **If not, how have you assessed the feasibility of your project?**<br>N/A |
| 3. | **What alternatives were considered and why were they rejected?**<br>With the population of Vasse is growing, with it is the formation of new junior sporting teams within established competitions for both Australian Rules Football and Soccer. Currently teams from Vasse do not have the capacity to play locally in the Vasse district and this is putting additional pressure on existing facilities in Busselton. Existing sport and recreational facilities in the Vasse and surrounding localities were audited by the City and none of these facilities other than the selected site were found to have the space requirements (approximately 50000m2 or 5.0 Ha) needed by the new facility.<br><br>Staff proceeded to review the reserve lands (and other possible sites) within Vasse and surrounding localities area for a likely venue, with the following land parcels considered.<br>These options were not considered feasible because:<br><br>1. Newtown Oval<br>• Site is too small (10,000m2 or 1 hectare (ha) of developable space)<br><br>2. Cape Naturaliste College School Oval<br>• City could not get agreement from DoE to develop this facility<br>• The school facilities would not meet the integrated needs (or allow) of a community facility supporting intergenerational facilities such as junior sport, lawn bowls and multi-purpose courts.<br>**Did you consider sharing with another group?** (Please detail).<br>Yes, the Vasse Sporting Complex will include the following groups sharing the publically accessible facilities:<br>• Vasse Royals Junior Football Club (VRJFC)<br>• Vasse Auskick Centre<br>• Vasse Junior Soccer Club (VJSC)<br>• Vasse Cricket Club (VCC) – Junior and Senior teams<br>• Vasse Magpies Netball Club<br>• Vasse based teams from the Busselton Amateur Basketball Association<br>• Vasse School Hockey Group.<br>• Vasse Lawn Bowls Club (To be formed 'officially' in the future) |
| 4. | **How does your project fit into your:**<br>• **Club's strategic plan or development plan?** N/A<br>• **State Sporting Association's strategic or development plan?** N/A<br>• **Local authority's strategic or development plan?**<br>Yes, this links with the following plans, and or Council endorsed recreation planning recommendations:<br>City of Busselton Strategic Community Plan 2013<br>This matter aligns with the City of Busselton Strategic Community Plan 2013 and principally with the following strategic goal:<br><br>Caring and Inclusive Community<br>1.3 A community that supports healthy, active ageing and services to enhance quality of life as we age.<br>Well Planned, Vibrant and Active Places<br>2.1 A City where the community has access to quality cultural, recreation and leisure facilities and services.<br>2.2 Infrastructure assets that are well maintained and responsibly managed to provide for future generations.<br><br>Active Open Space Planning Recommendations (2013)<br>In 2013 the City of Busselton Council adopted Active Open Space Planning Recommendations to guide the future planning of active open space facilities within the district. This followed 18 months of consultation, needs assessments, a review of the City Leisure Services Plan and a demographic analysis of individual population precincts across the City. There were particular recommendations pertaining to Vasse, which have led to the formulation of the Vasse Sporting Complex. |
| 5. | **What impact is your project likely to have on other facilities and services in your local and regional area?**<br>Nil, these facilities are well (and sorely) needed by both the local community and the greater regional area. There are currently no facilities of this nature in the Vasse and surrounding localities |

6. **Is your facility multi-purpose** (i.e. caters for a variety of activities at one time)? Yes ☒ No ☐
**If so, does it service more than one LGA?**
The Vasse Sporting Complex will provide a new focal point in the Vasse locality as a new "Community Hub", with projected weekly attendance figures in excess of 600 people. These projections include the combined membership of proposed users, potential weekly facility hirers and event users of the facility. The majority of the key tenant Associations / Clubs have a regional focus with many having teams from the neighbouring towns of Capel, Nannup, Margaret River, Augusta and Dunsborough.

Site and locality maps should be included with all applications outlining where the proposed facility is located in relation to other sport and recreation infrastructure (where applicable).

7. **Describe the consultation process undertaken for the project. For example, have you:**

| | | |
|---|---|---|
| • **Invited public submissions** | Yes ☒ | No ☐ |
| • **Conducted a survey** | Yes ☒ | No ☐ |
| • **Coordinated a public meeting** | Yes ☒ | No ☐ |
| • **Held forums with key groups** | Yes ☒ | No ☐ |
| • **Nominated a community representative to the project team;** | Yes ☒ | No ☐ |

**Other, please detail**

Vasse Recreational Facilities Working Group

The official Vasse Recreational Facilities Working Group commenced operations on Monday August 31, 2015. It has now met on five (5) occasions. This has followed a long process of community meetings, changes to the Vasse Developer Guide Plans that have been formally advertised and the advertisement of the development and formation of the working group.

The Working Group is being formed in response to a resolution of the Council made at its Meeting of July 22 2015 regarding:

1) Proposed modifications to the current Vasse Development Guide Plan to reflect the development of a consolidated and contiguous (approx.) 5 ha area of land - between the Wadandi Trail and Napoleon Promenade, and between Mellidonis Crescent and the Buayanup Drain - for active recreation and associated community purposes. This area of land is currently referred to as the 'Vasse Sporting Complex' ('VSC');
2) Proposed modifications to the Vasse Developer Contributions and Staging Plan allocating the majority of both existing and future contributions funding towards the development of the VSC;
3) The proposed coordination and convening of a Working Group in relation to these matters.

ROLE

The primary role of the Working Group has been to assist the City of Busselton in respect to the allocation, timely provision and/or development of active sporting and recreation facilities within the Vasse development area, with a particular focus on the proposed VSC.

An important additional role of the Working Group has been to offer constructive suggestions and advice to the City of Busselton based on first-hand local knowledge and experience, and to provide a representative forum in which to discuss all relevant matters raised by the City, including (but not limited to):

- Local community (and district) needs for specific types of sporting and recreational facilities at Vasse;
- Local community (and district) needs for specific types of infrastructure and other capital works associated with the provision of sporting and recreational facilities at Vasse;
- The improvement, upkeep and maintenance of sports and recreation facilities at Vasse;
- The identification of potential funding or grants opportunities to assist the City with aspects of financing the development and maintenance of community sports and recreation facilities at Vasse;
- The eventual formation of an 'incorporated body' - to assume certain responsibilities on behalf of those sporting and recreation groups, clubs and associations directly involved - for facilities management, fund-raising activities and the like within the established VSC.

The Terms of Reference for the Vasse Community Facilities Working Group is attached (***see Appendix 6***).This spells out the role, membership, duties of Officers and frequency of meetings.

A range of resources regarding the development of sporting facilities are available on the website. DSR's Decision-Making Guide for Community Facilities and Services is useful to assist in determining the need for, and feasibility of, community and recreation services. The Guide is designed in such a way that it can be entered at any point in the planning process and used by planners for user groups with a range of skills and experiences.

## MANAGEMENT

8. **Have you developed a management plan for your facility?** Yes ☒ No ☐
A Draft Management Plan for the Vasse Sporting Complex is included in this application (***see Attachment 7***).

| | |
|---|---|
| | **If not, please explain how you plan to address management issues i.e. attracting new members, building maintenance and repairs, replacement of broken or stolen items and/or raise sufficient revenue to cover operating costs?** An asset management plan detailing provisions for life of asset costs should be provided for projects over $500,000.<br>A Lifecycle Cost Analysis (Asset Management Plan) has been developed for the major renewable infrastructure for the Vasse Sporting Complex – Sports Pavilion. This Lifecycle Cost Analysis document considers the Asset Management principles of considering short (2 – 5 years), intermediate (5 – 10 years) and long term (10 years) maintenance and renewal periods. It also considers the need for minor and major renewals for all identified assets.<br><br>***(See Appendix 8).*** |
| 9. | **How have you catered for management needs in your design (if required)?** Consider access, usage and supervision.<br>Please see ***Appendix 9*** for how management needs have been catered for in the design of the project. |
| 10. | **Was an experienced facility manager, builder or technical expert involved in planning the design of your project?**.<br>On the project planning team the City of Busselton has enlisted the services of a Civil Engineer, Recreational Planner, Strategic Planning Manager, Design and Technical Officer (in-house) and an Architectural firm (External – overall concept) and Draftsperson (Building Design).<br><br>In particular one of the City's major project proponents is an experienced Civil engineer with 20+ years of experience in civil engineering projects.<br><br>The selected Architectural firm for overall Vasse Sporting Complex design was MCG Architects Pty Ltd, whom provided the most demonstrated experience, having undertaken strategic master planning, concept, detailed design and project management of up to fifteen (15) similar type sport and recreation facilities since 2003. This information will provide the basis for funding submission(s) to relevant State and Federal Government agencies for the detailed design and construction of these facilities. A copy of the overall Concept plan was developed and in addition a concept for the Sports Pavilion with Quantity Surveyor estimates and were also developed by d a different Consultant (Bob Bruce) to provide accurate information on the project cost estimates.<br><br>(***See Appendix 10*** for Sports Pavilion floor plan building concept) |
| 11. | **If you propose to share a facility, have other groups been asked what features they need?** List these needs and describe how they will be accommodated, either through your project's location, design or the way in which it will be managed.<br>***Please see Appendix 9*** for how user groups have been asked what features they need and how access for different stakeholders have been considered. |
| 12. | **Have you considered:** |
| | • **child care facilities** — Yes ☐ No ☒ |
| | • **access for low income earners** — Yes ☒ No ☐ |
| | • **access for people with a disability** — Yes ☒ No ☐ |
| | • **access for seniors** — Yes ☒ No ☐ |
| | • **access on a casual and short-term basis** — Yes ☒ No ☐ |
| | Please attach a copy of the proposed fee structure. ***Please see Appendix 9*** |

## DESIGN

Grant applications are required to provide a **locality map, site map** and **building plans**. Plans are to be submitted in **A3 format.**

13. **Have you written a design brief for your project?** ☒ Yes ☐ No
If yes, please respond to the following points:

**Describe the process used to obtain an estimate of construction cost.**
The City of Busselton utilized two different sources of information to be able obtain an accurate construction cost estimate for the Vasse Sporting Complex – Sports Pavilion.

1. **Building Design and Construction costs**

Funds for design work for the Vasse Sports Pavilion were 'piggybacked' of the Busselton Foreshore redevelopment project to assist in developing a detailed building design and construction cost estimates.

The City's Major Projects Team developed preliminary concept designs and cost estimates for the Barnard Sports Pavilion to service these facilities in response to an architectural design brief. This same design is also to be utilized for the Vasse Sporting Complex Sports Pavilion.

In engaging an Architect / Draftsperson for this project the process was as follows:

1. The City had several meetings with the future users of Barnard Park to discuss the possible design parameters for the building, and obtained sign off on what was required from a functionality perspective. This was also agreed to by City Senior Management and Council. At the same time the VRFWG was also briefed as to the progress of this process, with same emphasis on functionality and design emphasis as the meetings with the Barnard Park users.

2. The City based on this feedback was able to develop a Request for Quotation (RFQ) 'Barnard Park Sports Pavilion Concept and Detailed Design.' This RFQ was for the engagement of a qualified Consultant to develop a preliminary design and detailed design for the site the Sports Pavilion

3. The City of Busselton sent out the Request for Quotation (RFQ) 'Barnard Park Sports Pavilion Concept and Detailed Design' to 3 potential consultants, with Bob Bruce designs awarded the consultancy as per the City of Busselton 'Purchasing and Procurement policy'. This RFQ included the respondents to provide a price estimate and address certain qualitative criteria. (***See Appendix 11 for Bob Bruce Award Letter***);

4. The selected consultant met with the Barnard Park user group (made up of sporting clubs) on several occasions to develop a preliminary design concept and probable cost estimates based on information provided in the RFQ document as well as information provided as part of the consultation process.

5. A preliminary design concept and probable cost estimate was developed for the submission to relevant funding bodies.

2. **Essential Services costs**

The City's Buildings and Facilities team approached qualified electrical and plumbing consultants to determine an accurate cost to hook up to essential services such as electricity and potable water.

An estimate from a qualified consultant in the building industry (e.g. architect, quantity surveyor, builder, engineer, etc.) must be provided with your application.

14. **What design features will allow your facility to meet changing needs over time?**
The proposed Vasse Sports Pavilion facility will be built on a Greenfields site of modular construction. There is room on the site for expansion to the south and the east. This allows future expansion of the community club facilities should community growth and needs warrant such an expansion.

**Is your current proposal likely to limit any future development on your site?** ☐ Yes ☒ No
**If yes, how?**

15. **How have you determined the most appropriate technical specification for the equipment and systems for your facility (i.e. filtration, lighting, water heating, air quality – as required)?**
The project is still at concept stage and these elements are yet to be determined, however the City is conscious to ensure we include elements in the detailed design and construction phase that adhere to the following Australian Standards to:

**Minimise energy use** (Lighting, water heating)

- AS 1680 Interior lighting
- AS 2047 Windows in buildings – selection and installation
- As 1852 Electrical installations of buildings
- AS 1056 Storage water heaters
- AS 1308 Electric water heaters
- AS 2712 Solar water heaters
- AS 1680 Interior lighting – safe movement

**Minimise maintenance** (quality of build)

- AS 3660 Protection of buildings from subterranean termites
- AS 2688 Timber doors
- AS 4085 Automatic sliding door assemblies
- AS 4420 series Windows – methods of test
- AS 1562 Series – Design and installation of sheet roof and wall claddings
- AS 1768 Lightning protection
- AS 1170 Minimum design loads on structures
- AS 3826 Strengthening existing buildings for earthquakes
- AS 2904 Damp proof courses and flashings
- AS 4200 Pliable building membranes and underlays
- AS 3600 Series Concrete structures
- AS 1554 Series Structural Steel welding

**Maximise quality of space environment efficiency** (ventilation, temperature and air quality)

- AS 1668 Mechanical ventilation and air conditioning in buildings
- AS 2785 Design and installation of suspended ceilings
- AS 2946 Recessed luminaires and air diffusers

**Do they meet Australian Design Standards for your sport or recreation needs?** This will be an assessment factor. ☒ Yes ☐ No

Please refer to DSR's Asset Management Guide on the website for a list of common standards and **note that projects that do not meet Australian Design Standards are ineligible for funding.**

16. **What energy and water efficient products or design considerations will be included in your facility or project?** (e.g. solar hot water, natural light, geothermal, water recycling etc.).
Design considerations in terms of the relevant Australian Standards have been answered above (question 15). In terms of energy and water efficient products that will be considered at the detailed design and construction and implementation phases include:

**Water efficiency**

*Bathrooms and Toilets*

- Showerheads and taps should be rated at "AAA" or better. These are now widely available.
- Ensure units being installed are low volume models.
- Ensure water-heating units are as close as possible to outlets and check both cold and hot water relief valves for correct operation on a regular basis.
- Use dual flush toilets in new installations
- Consider installing on-demand tapware and flushing systems

*Building Design and maintenance*

A facility designed with the:

- Ability to be able to shut off water supply to equipment and areas that are unused
- Ability to be able to Discontinue water circulation pumping in areas not in use
- Ability to be able to check correct operation of cooling system by-pass valves
- Ability to be able to Measure cooling tower loss. Check blowdown rates where excessive to achieve recommended total dissolved solids (TDS).
- Change window cleaning from "periodic" to "as-required"
- Consider switching from "wet" carpet cleaning to "dry" cleaning

*Outside*

- Apply water, fertiliser and pesticides only when needed.
- Water early in the morning or in the evening when wind and evaporation are usually at their lowest.
- Install rain shut-off device to reticulation systems
- Use low volume irrigation fittings where practicable
- Adjust irrigation schedules for seasonal changes.
- Use mulch around landscape plants to reduce evaporation and weed growth

**Energy efficiency**
Energy efficiency can be improved in two main areas:

1. Temperature control and air quality (including building design systems to reduce heat loss in winter and reduce rapid heating in summer and other Heating, Ventilation and Air Conditioning systems)
2. Energy used for activities (showers, cooking, refrigeration etc)

Design considerations to increase energy efficiency include:

- Shape and orientation of the building
- Orientation and share of the glazing
- Shading and wind protection
- Good insulation of the 'building envelope including the floor, walls, roof, windows and doors.

17. **If your project involves floodlighting, have you determined whether there is a need to upgrade your power supply?** If so, is this allowed for in your application?
N/A

## FINANCIAL VIABILITY

It is understood that some facilities will operate at a loss. It is not necessary to suggest that all facilities will break even or make a profit. The intent of this assessment is to be sure that applicants have a realistic understanding of the impact of their project on the operational budget, membership costs or entry fees and an appreciation of the funding requirements over the life of the facility.

18. Signage in accordance with the current CSRFF Signage Style Guide must be erected during construction periods for all **projects that have a total project cost of over $250,000 or those deemed necessary by DSR. Has this cost been incorporated into estimated project costs ($3,000)?**
☒ Yes ☐ No

| | |
|---|---|
| 19. | **Have you applied a Life Cycle Cost Analysis to your project?** This is mandatory **for projects that have a total project cost over $500,000.** ☒ Yes ☐ No |
| DSR's Life Cycle Cost Guidelines are available on the website. Developing a life cycle cost approach when considering your project's parameters will assist to make effective financial, economic and operationally sustainable decisions. Applicants may use alternative computer programs to demonstrate compliance. | |
| 20. | **Is your organisation able to meet the ongoing operating costs of your project**? (e.g. wages, power)<br>☒ Yes ☐ No |
| | For **Annual Grant applications** please attach a projected income and expenditure statement for the first year of operation, detailing operating costs, and user fees. |
| | **Forward Planning applications** are to provide income and expenditure statements for the first three years of operation, and include an assessment of the potential impact on the project of social trends, competition, the strategic plans of neighboring local authorities and other factors.<br><br>Applicants are to consider the financial impact the development of the project will have on existing facilities within the identified catchment area. Applications to include details of a number of scenarios related to projected income and expenditure. This type of sensitivity analysis based on worst, average, and best-case performance should be used to inform proponents of the project development to the variables and consequent implications. A list of assumptions should be included with all analyses.<br><br>(***See Appendix 12 for Vasse Community Club Inc projected operating income and expenditure)***<br><br>**Attach your audited income and expenditure statements for the last three years (LGAs exempted).** |
| 21. | **Who will be responsible for any operational deficit and how will it be funded?**<br>The new Vasse Sporting Complex will be managed and maintained by the City of Busselton, as per the City's annual 'seasonal ground hire' and facility management processes. Ground and facility maintenance will be factored in to the City's annual Engineering, Works and Services budget and is based on industry standards and historical City financial information for recreational facilities of this type.<br><br>The City currently employs a full time Bookings Officer to manage all active public open space bookings throughout the City. This includes a 'Seasonal Ground Hire' application process, which occurs twice yearly for summer and winter sporting seasons. The City also employs a full time Community Development Coordinator that manages club issues and opportunities, club development and future recreation facility planning.<br><br>In terms of maintenance, the City has full time parks and gardens and facilities management teams that specifically focus on community facilities such as Barnard Park. These officers are involved in everything from ground and facility maintenance to line marking (at the start of each season) and the maintenance and erection of goals.<br><br>In terms of the building facility maintenance for the public ablutions component of the project (Stage 2a) the City has full time Officers to undertake scheduling and implementation of smaller maintenance projects. In terms of larger building maintenance and weekly cleaning schedules these Officers also project manage contractors to come in and undertake these services.<br><br>In terms of the building facility maintenance for Stage 2b of the project (*potentially future leased areas and the subject of this application*) the City of Busselton will form a working group with the Vasse Recreational Facilities Working Group members to ensure initial operations of the facility are conducted in a smooth transition. The City of Busselton will be a key and integral part of developing and assisting with these initial operational costs. |
| 22. | **Will an Asset Replacement Fund be created to ensure the ongoing maintenance of the facility**<br>☒ Yes ☐ No |

| | |
|---|---|
| | **If yes, how have you determined the required annual contributions? If no, why not?**<br>The City of Busselton sets aside funds for the renewal, refurbishment and eventual replacement of the assets; funding the whole of life costs for that asset.<br><br>The City's Asset Management team has a Council endorsed commitment to an annual contribution for each of the City's assets (as a % of total asset value), which is channelled into an infrastructure reserve account. This is a sustainable process for managing and maintaining the City's Asset base going forward.<br><br>In terms of Stage 2b of the project (potentially future leased areas) this approach has been factored into the Lifecycle Cost Analysis and annual renewal contributions will be factored into annual operational budgets for the facility. |
| | **Where the facility is owned by an LGA, how will the funds be accounted for and what agreement exists with the council?**<br>N/A |

## PROJECT DELIVERY

| | |
|---|---|
| 23. | **Please indicate key milestones of your project. The key milestones need to be realistic and demonstrate that the project can be delivered in the timeframe.** |

| Task | Date |
|---|---|
| Attainment of Council approvals | July 2017 |
| Preparation of tender/quotes for the major works contract | September 2017 |
| Issuing of tender for major works | October 2017 |
| Signing of major works contract | November 2017 |
| Site works commence | December 2017 |
| Construction of project starts | January 2018 |
| Project 50% complete | March 2018 |
| Project Completed | May 2018 |
| Project hand over and acquittal | June 2018 |

| | |
|---|---|
| 24. | **Are there any operational constraints that would impact on the construction phase of your project?** (such as your sporting season or major annual event, i.e. if your sport is a winter sport, when will the project commence to ensure that inclement weather does not hinder progress) – provide details.<br>No. This project will not impact on the ability for the Vasse Sporting Complex (new oval – Stage 1) to be utilized by Sports and event users. |

## GST

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

## PRIVACY STATEMENT AND STATEMENT OF DISCLOSURE

The Organisation acknowledges and agrees that this Application and information regarding it is subject to the *Freedom of Information Act 1992* and that the Grantor may publicly disclose information in relation to this Application, including its terms and the details of the Organisation.

Any information provided by you to DSR can be accessed by you during standard office hours and updated by writing to DSR or calling (08) 9492 9700. All information provided on this form and gathered throughout the assessment process will be stored on a database that will only be accessed by authorised departmental personnel and is subject to privacy restrictions.

DSR may wish to provide certain information to the media for promotional purposes. The information will only include the applicant's club name, sport, location, grant purpose and grant amount.

## APPLICANT'S CERTIFICATION

I certify that the information supplied is to the best of my knowledge, true and correct.

| | |
|---|---|
| **Name:** | Jeremy O'Neill |
| **Position Held:** | Community Development Coordinator |
| **Signature:** | Jeremy O'Neill |
| **Date:** | 15.08.2016 |

## LODGEMENT OF YOUR APPLICATION

- Applications are to be received in **hard copy** and should be clipped at the top left-hand corner, please do not bind. In **addition to the hard copy an electronic copy is encouraged** to be provided.
- It is recommended that you **photocopy your completed application form**, including attachments for your own records and future audit purposes.
- All **attachments** and supporting documentation (see next section) should be **clearly identified** and securely attached to the application form.
- **Applications must be submitted to your Local Government Authority** by the Local Government's advertised cut-off date to ensure inclusion at the relevant Council Meeting.

The following documentation must be included with your application. Applicants may wish to supply additional RELEVANT information.

**Grants $66,666–$166,666 (where the total project cost is $500,000 or less):**

| | |
|---|---|
| ☒ | **Application form** (including any attachments). |
| ☐ | **Incorporation Certificate.** N/A |
| ☒ | **Two written quotes**. Quantity Surveyor costs will be accepted; however the responsibility lies with the applicant to ensure the validity of the information. DSR accepts no responsibility for cost variations to projects that were provided a grant based on submitted Quantity Surveyor costs. |
| ☒ | If your project involves the upgrade of an existing facility, include **photograph/s** of this facility. |
| ☒ | **Locality map, site map and building plans** (in relevant constructions projects), including where the proposed facility is located in relation to other sport and recreation infrastructure. |
| ☐ | **Income and expenditure statements** for the current and next financial years. (LGAs exempted). |
| ☒ | **Written confirmation of financial commitments** from other sources including copies of **council minutes.** (If a club is contributing financially then evidence of their cash at hand must be provided). |
| ☐ | For resurfacing projects, a written guarantee from the supplier of the product that clearly identifies the product's life expectancy. |
| ☒ | **Itemised project cost for components** and identified on the relevant quote for each (including cost escalation). Also construction signage costs if relevant. |
| ☐ | For floodlighting projects, a **lighting plan** must be supplied showing lux, configuration and sufficient power supply |

**Grants $166,667–$2 million (where the total project cost exceeds $500,000) including the above:**

| | |
|---|---|
| ☒ | Needs assessment |
| ☒ | Management plan |
| ☒ | Locality map, site map and building plans (in relevant constructions projects) in AutoCad or similar format with an additional electronic version |
| ☒ | Feasibility study |
| ☒ | Concept design |
| ☒ | Life Cycle Cost Analysis |

**Your application will be considered not eligible if:**

- You have not discussed your project with the Department of Sport and Recreation and your State Sporting Association.
- You do not meet the eligibility criteria for the grant category to which you are applying.
- You have not included with your application all the relevant required supporting documentation. There is no onus on department staff to pursue missing documentation.
- Applicants/projects that have received a CSRFF grant in the past and have not satisfactorily acquitted that grant. In some cases this may apply to localities where other significant projects have not been progressed or have not completed a previous project in accordance with the conditions of the grant provided. An assessment will be made and if no physical progress has occurred, new applications may not be recommended.
- It is not on the 2017/18 CSRFF application form.
- The project for which application is made is specifically excluded from receiving CSRFF support.

## DEVELOPMENT BONUS APPLICANTS ONLY

If you applied for a CSRFF grant for more than one third of the cost of the project, please provide evidence of meeting at least one of the following criteria.

**You MUST contact your local DSR office to determine eligibility before applying.**

| Category | | Details |
|---|---|---|
| Geographical location | ☐ Regional/Remote location<br>☐ Growth Local Government | |
| Co-location | ☐ New<br>☐ Existing | |
| Sustainability initiative | ☐ Water saving<br>☐ Energy reduction<br>☐ Other | |
| Increased participation | ☐ New participants<br>☐ Existing participants – higher level<br>☐ Special interest<br>☐ Other | |

## PROJECT BUDGET

### ESTIMATED EXPENDITURE

Please itemise the components of your project in the table below, indicating their cost and which quote or part of quote was used to estimate this. Quantity Surveyor costs will be accepted however the responsibility lies with the applicant to ensure the validity of the information. A contingency allowance is considered an acceptable component.

| **Project Description (detailed breakdown of project to be supplied** | **$ Cost ex GST** | **$ Cost inc GST** | **Quote Used (list company name and quote no)** |
|---|---|---|---|
| *Ie Construction of change rooms* | *25,000* | *27,500* | *B & S Construction* |
| Construction of a 600m2 sports pavilion at Vasse | $1,620,000 | $1,785,300 | MA Glover (Engineering Consultancy) |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| **Project Signage** | $3,000 | $3,300 | Allow $3,000 ex GST if your project exceeds $250,000 |
| **Donated materials (Cost breakdown must be attached)** | | | |
| **Volunteer Labour (Cost breakdown must be attached)** | | | |
| **Sub Total** | $1,623,000 | $1,785,300 | |
| **Cost escalation** | 0 | | ***The quote from Consultant (@ $2,700/m2)includes cost escalations and service charges*** |
| **a) Total project expenditure** | $1,623,000 | $1,785,300 | |

- At least **two written quotes** are required for each component.
- If your project is a floodlighting installation or upgrades, please ensure that the power supply is sufficient and no upgrade will be required. If upgrade is required and not budgeted for, the grant will immediately be withdrawn. A **lighting plan** must be supplied showing lux and configuration.
- Projects that do not meet **Australian Standards** are ineligible for funding.

## PROJECT FUNDING

| Source of funding | $Amount ex GST | $ Amount inc ST | | Funding confirmed Y / N | Comments to support claim (please attach relevant support) |
|---|---|---|---|---|---|
| **Local government** | $1,084,634 | $1,193,097 | **LGA cash and in-kind** | Y | |
| **Applicant cash** | | | **Organisation's cash** | | |
| **Volunteer labour** | | | **Cannot exceed applicant cash and LGA contribution – max $50,000** | | |
| **Donated materials** | | | **Cannot exceed applicant cash and LGA contribution** | | |
| **Other State Government funding** | $138,366 | $152,203 | | Y | Funding awarded as part of the 2016/17 CSRFF Annual grant process for change room ablutions component of the sports pavilion. |
| **Federal Government funding** | | | | | |
| **Other funding – to be listed** | | | **Loans, sponsorship etc** | | |
| **CSRFF requested** | $400,000 | $440,000 | **up to 1/3 project cost** | | |
| **Development Bonus** | | | **Up to ½ project cost** | | |
| **b) Total project funding** | $1,623,000 | $1,785,300 | | | |
| ***Note: If the funding approved is less than funding requested for this project, or the project is more expensive than indicated in this budget, where would the extra funds be sourced from?** | | | | | |
| | | | | | |

## GST

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

## FINANCIAL SUMMARY

| | |
|---|---|
| a) Total project expenditure (ex GST) | $1,623,000 |
| b) Total project funding (ex GST) | $1,623,000 |

| | |
|---|---|
| c) Project variance* | |

- ***Balance between a) and b) should equal $0**

## PROJECT ASSESSMENT SHEET

This page is for the use of the relevant Local Government Authority to be used for both community and LGA projects. Please **attach copies of council minutes** relevant to the project approval.

| |
|---|
| **Name of Local Government Authority**: City of Busselton |
| **Name of Applicant:** City of Busselton |

Note: The applicant's name cannot be changed once the application is lodged at DSR.

### Section A

The CSRFF principles have been considered and the following assessment is provided:
(Please include below your assessment of how the applicant has addressed the following criteria)

**All applications**

| | Satisfactory | Unsatisfactory | Not relevant |
|---|---|---|---|
| Project justification | ☒ | ☐ | ☐ |
| Planned approach | ☒ | ☐ | ☐ |
| Community input | ☒ | ☐ | ☐ |
| Management planning | ☒ | ☐ | ☐ |
| Access and opportunity | ☒ | ☐ | ☐ |
| Design | ☒ | ☐ | ☐ |
| Financial viability | ☒ | ☐ | ☐ |
| Co-ordination | ☒ | ☐ | ☐ |
| Potential to increase Physical activity | ☒ | ☐ | ☐ |
| Sustainability | ☒ | ☐ | ☐ |

**Development applications only**

| | Satisfactory | Unsatisfactory | Not relevant |
|---|---|---|---|
| Location | ☐ | ☐ | ☐ |
| Sustainability | ☐ | ☐ | ☐ |
| Co-Location | ☐ | ☐ | ☐ |
| Special Interest Group | ☐ | ☐ | ☐ |

### Section B

| | |
|---|---|
| LGA – priority ranking of this project | High, Well needed by Municipality |
| Priority ranking of no of applications received | 1 of 3 applications received |
| Is this project consistent with the | ☒ Local Plan ☐ Regional Plan ☐ State Plan |
| Have all planning and building approvals been given for this project? | ☐ Yes ☐ No |
| If no, what approvals are still outstanding? | |

**Project Rating (Please tick the most appropriate box to describe the project)**

| | | |
|---|---|---|
| A | Well planned and needed by municipality | ☒ |
| B | Well planned and needed by applicant | ☐ |
| C | Needed by municipality, more planning required | ☐ |
| D | Needed by applicant, more planning required | ☐ |
| E | Idea has merit, more planning work needed | ☐ |
| F | Not recommended | ☐ |

Our whole
Community wins

**LGA comments (Required):**

**LGA comments (Required):**

In 2013 the City of Busselton Council adopted Active Open Space Planning Recommendations to guide the future planning of active open space facilities within the district. This followed 18 months of consultation, needs assessments, a review of the City Leisure Services Plan and a demographic analysis of individual population precincts across the City.

The facilities were assessed as either Local, District or Regional and the recommendations and designations across the region are detailed on the inside pages of the Active Open Space Planning 2013 document.

It was endorsed as part of these recommendations that the future Vasse Sporting facilities:

1. Be designated as a local level facility for active open space sports such as level facilities for junior Soccer, Rugby and other rectangular sports, and that a local level facility Community Club be progressed including but not limited to Lawn Bowls, Croquet, Tennis, Bocce and Multi Sports (Basketball, Tennis and Netball).

2. That the City, in conjunction with the Developer of Vasse Newtown, continue to work to address sustainable water supply issues for active open space areas.

3. That the City, in conjunction with the Developer and the Vasse Community, continue to review the Vasse Newtown Developers Contribution Staging Plan to obtain the best outcome for the Vasse community.

4. That the City continues to work with the Department of Education and Training (DET) to obtain on-going community access to active open spaces on or adjacent to the DET sites of Cape Naturaliste College and the Vasse Primary School in Vasse.

Under the guidelines for the CSRFF grant funding process, The City of Busselton is required to rank, in order of priority, all applications received from within its boundaries.

City Officers assessed the City's application against the following DSR required criteria:

- Project justification;
- Planned Approach;
- Community Consultation;
- Management Planning;
- Design;
- Financial Viability;
- Coordination.

A formal Needs Assessment was conducted; including consultation using a variety of methods, with information obtained resulting in further planning of the proposed Vasse Sporting Complex. A formal Feasibility Study was conducted, providing a detailed economic and social background analysis, enabling the City of Busselton to make an informed decision regarding the extent and future growth of these sports. Management of the Vasse Sporting Complex has been considered and factored into future management plans of the City of Busselton. The design of the Vasse Sporting Complex (and the potential future pavilion) has included consideration of Australian and industry standards as well as maximising community opportunities for physical activity.

Under the guidelines for the CSRFF grant funding process, The City of Busselton is required to rank, in order of priority, all applications received from within its boundaries. The City of Busselton ranks this application as high, well planned and needed by the Municipality.

**Signed** **Position** Manager, Community Services **Date** 25.8.16

Applications for CSRFF funding must be submitted to your Department of Sport and Recreation office by **4pm on 16 September 2016.** Late applications cannot be accepted in any circumstances.

## DSR OFFICES

**PERTH OFFICE**
246 Vincent Street
Leederville WA 6007
PO Box 329
Leederville WA 6903
Tel: (08) 9492 9700
Fax: (08) 9492 9711

**PEEL**
Suite 94
16 Dolphin Drive
PO Box 1445
Mandurah WA 6210
Tel: (08) 9550 3100
Fax: (08) 9550 3199

**PILBARA**
Karratha Leisureplex
Dampier Hwy, Karratha
PO Box 941
Karratha WA 6714
Tel: (08) 9182 2100
Fax: (08) 9182 2199

**SOUTH WEST**
80A Blair Street
PO Box 2662
Bunbury WA 6230
Tel: (08) 9792 6900
Fax: (08) 9792 6999

**GREAT SOUTHERN**
22 Collie Street
Albany WA 6330
Tel: (08) 9892 0100
Fax: (08) 9892 0199

**GASCOYNE**
4 Francis Street
PO Box 140
Carnarvon WA 6701
Tel: (08) 9941 0900
Fax: (08) 9941 0999

**GOLDFIELDS**
106 Hannan Street
PO Box 1036
Kalgoorlie WA 6430
Tel: (08) 9022 5800
Fax: (08) 9022 5899

**KIMBERLEY – Broome**
Unit 2, 23 Coghlan Street
PO Box 1476
Broome WA 6725
Telephone (08) 9195 5750
Facsimile (08) 9166 4999
Mobile 0438 916 185

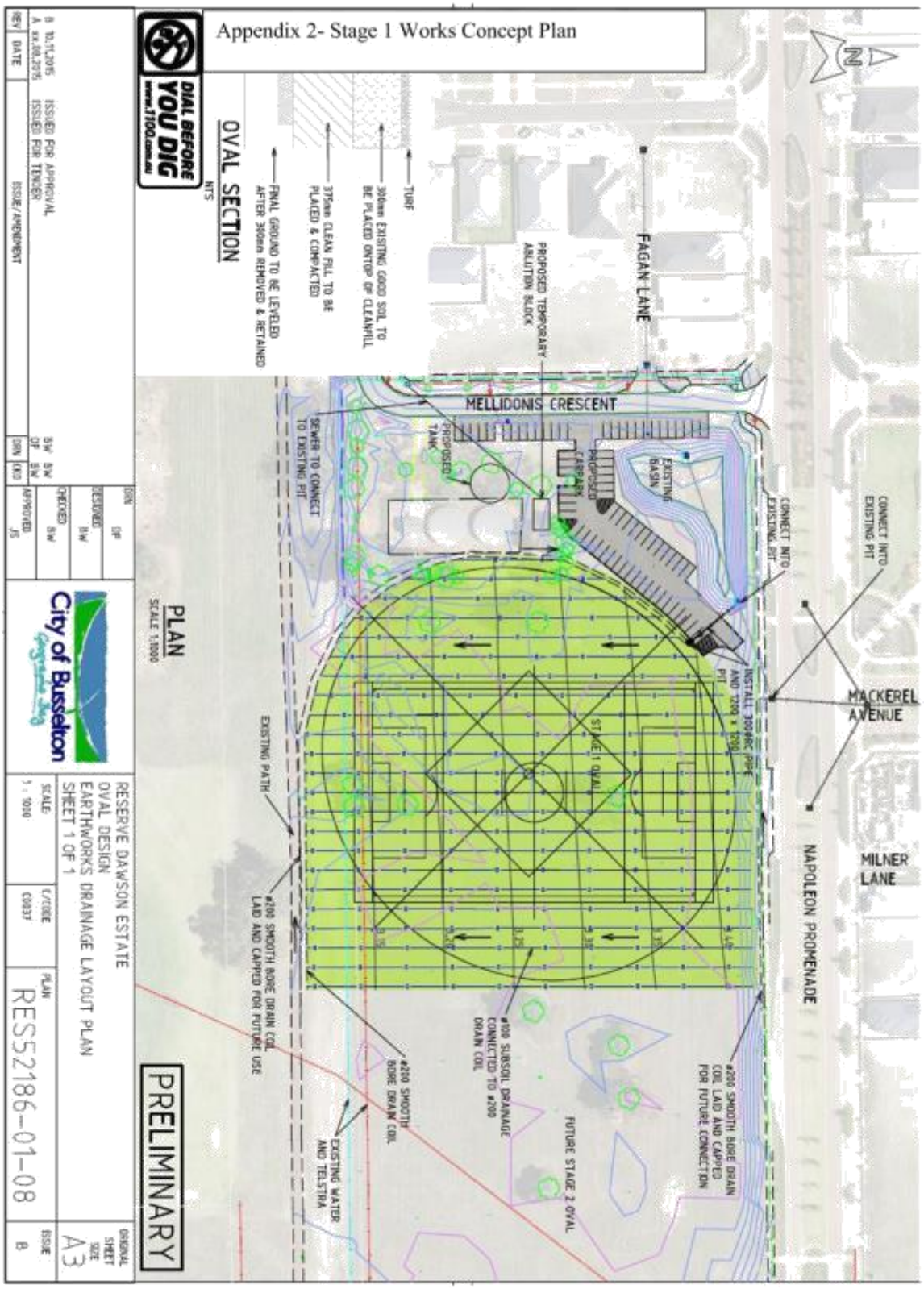
**WHEATBELT - NORTHAM**
298 Fitzgerald Street
PO Box 55
Northam WA 6401
Tel: (08) 9690 2400
Fax: (08) 9690 2499

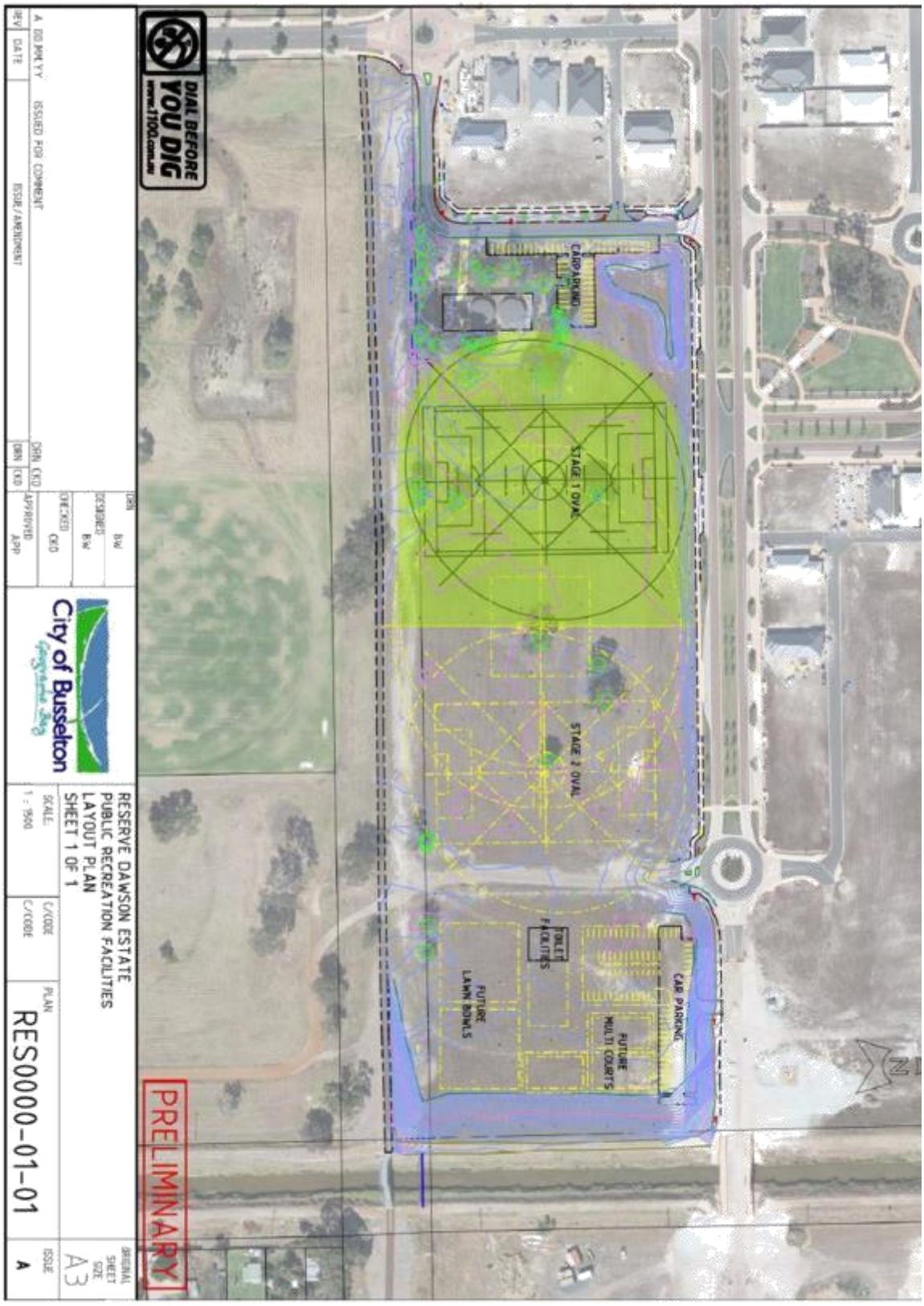
**WHEATBELT – NARROGIN**
Government Offices
Level 2, 11-13 Park Street Narrogin
WA 6312
Telephone 0429 881 369
Facsimile (08) 9881 3363

**MID-WEST**
Level 1, 268-270
Foreshore Drive
PO Box 135
Geraldton WA 6531
Tel: (08) 9956 2100
Fax: (08) 9956 2199

Appendix 1- Overall Vasse Sporting Complex Concept Plan




Appendix 2- Stage 1 Works Concept Plan
OVAL SECTION
PLAN
PRELIMINARY
FAGAN LANE
MELLIDONIS CRESCENT
MACKEREL AVENUE
NAPOLEON PROMENADE
MILNER LANE
PROPOSED TEMPORARY ABLUTION BLOCK
EXISTING BASIN
CONNECT INTO EXISTING PIT
STAGE 1 OVAL
FUTURE STAGE 2 OVAL
EXISTING PATH
EXISTING WATER AND TELSTRA
RESERVE DAWSON ESTATE
OVAL DESIGN
EARTHWORKS DRAINAGE LAYOUT PLAN
SHEET 1 OF 1
RES52186-01-08
City of Busselton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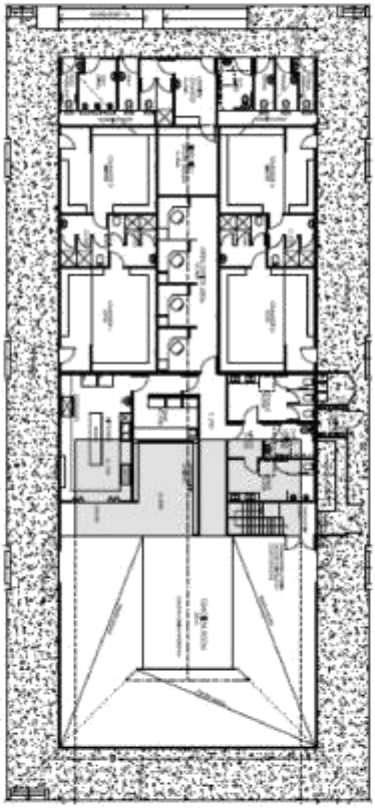
PRELIMINARY
City of Busselton
RESERVE DAWSON ESTATE
PUBLIC RECREATION FACILITIES
LAYOUT PLAN
SHEET 1 OF 1
SCALE 1 : 1500
PLAN RES0000-01-01
ISSUE A
ORIGINAL SHEET SIZE A3
ISSUED FOR COMMENT
DRN
DESIGNED BW
CHECKED CKD
APPROVED APP

Appendix 3- Needs Assessment

# Needs Assessment

## Vasse Sports Pavilion –Vasse Sporting Complex Stage 2b



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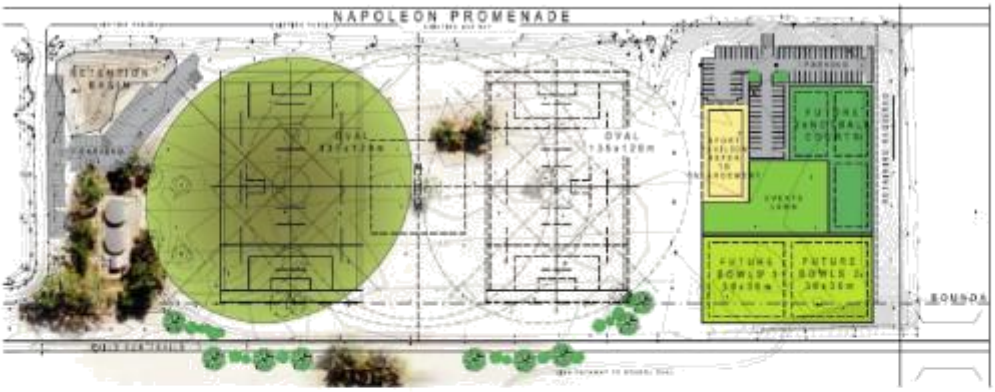



1.0

## Executive Summary

The City of Busselton is currently in an exciting new phase of planning and development; in particular the planning and development of the new Vasse Sporting Complex (VSC).

Background

The Vasse community continues to grow quickly and will ultimately attain a population in excess of 5,000 people. Services and facilities in Vasse will also become increasingly important to people in Abbey and parts of Broadwater (adjacent localities), and so will serve an even larger population. The City, Developers and community stakeholders have been working over the last few years to commence the delivery of recreation and community facilities in Vasse. We are now very close to a point where the first stage (a new oval) is nearing completion.

In July 22 2015 the City of Busselton Council endorsed the Vasse Newtown Overall Development Guide Plan (VNODGP) and Vasse Newtown Developer Contributions Staging Plan, which will facilitate the progressive development of a consolidated and integrated community and active recreation area to be known as the 'Vasse Sporting Complex' (VSC). This precinct would be situated on contiguous, City-owned land - generally opposite the DET sporting oval at the Cape Naturalists College - for the use, enjoyment and benefit of both the Vasse and broader district communities (See graphic above).

The Needs Assessment provides recommendations to assist the City of Busselton to address key issues affecting the provision of sports services and programmes, in this case, a new co shared sports pavilion, lawn bowls, multi-purpose courts and two active playing fields on Lot 8113, Napoleon Promenade Kealy WA 6280. It is envisaged that the outcome will be a series of evidence based decisions by the Council that will result in:

- A new high quality local active playing facility in Vasse, capable of providing training and / or competition facilities for proposed regular users such as the Vasse Royals Junior Football Club (VRJFC), Vasse Auskick Centre, Vasse Junior Soccer Club (VJSC), Vasse Junior Cricket Club (VJCC), Vasse Senior Cricket Club (VSCC), Vasse Primary School Hockey Group and Vasse based Netball teams.
- A co shared sports facility able to respond to population growth and changes in community demographics in the long term, and resulting in a sustainable and inclusive community facility that contributes to the health and well being of Vasse residents.
- Provision for the current growth in participation that has been experienced by all of these sports in Vasse, and directly related to sustained population growth in the City.

- A sports facility that will be strategically placed as a "community hub" in the Vasse community.
- This project once completed will provide new services and facilities for approximately 520 junior sporting participants that will access the grassed sports spaces of the Vasse Sporting Complex, as well as participants in the sports of Basketball, Netball, Tennis and Lawn Bowls. In particular the Lawn Bowlers will be truly 'life course' participants with a broad age range of 18 – 85 years of age amongst their members. The VSC on completion will be one of the first truly 'Multi-generational' facilities in the City of Busselton.

Project Update

Stage One (1) development of the VSC facilities involves the construction on Lot 8113 of the western-most (north-south oriented) junior AFL oval (sports space), landscaping and initial car parking. The Perron Group (developer) assisted by providing some 'pre-funding' of Developer contributions funds to enable Stage One of the VSC to be delivered in the 2015/16 financial year. This stage was funded by existing Developer contributions, pre-funding future stage contributions and City of Busselton Municipal funds. It is nearing completion, with the final stage of turf to be laid in the 2016/17 financial year.



Figure 1. The Car park and partially completed western oval Vasse Sporting Complex

The need for a co shared sports pavilion, lawn bowls, multi-purpose courts and two active playing fields was established by three studies:

1. Strategic Planning for Future Recreation Needs for All of the City's Clubs

Commencing in November 2010 this project included City Officers undertaking an audit of individual and collective Club requirements for each of the City's facilities, capturing both the immediate and longer term plans for each Club located within the City. This identified overlapping/shared, conflicting and new needs not captured within the City's Strategic Recreation Planning Document (2005 Leisure Services Plan), in addition to the future needs of each Club.

2. Vasse and Districts Community Centre Committee (VDCCC)

In late 2010, members of the VDCCC approached the City with a proposal to develop a Country Club in Vasse. Through consultation with the Vasse community, the Committee held a public meeting to discuss the proposal, where a new Committee was formed to progress the proposal. The Committee

identified Lot 46 Pries Avenue, Abbey as the preferred location for the Country Club and subsequently requested to enter into a lease agreement with the City of Busselton for the identified land. This was denied, as Council preferred a conglomeration of this proposal with identified active playing fields requirements considered as part of the Vasse Sporting Complex.

Conceptual ideas at this time included a club house, synthetic bowling green, synthetic tennis, croquet and boules court, practice netball court, par 3/5 golf course, and a playground.

3. Vasse Recreational Facilities Working Group (The Working Group)

The Working Group consists of 15 members, including selected representatives from the City, the relevant sporting and recreational bodies, Vasse Primary School and Cape Naturaliste College, the Perron Group (Vasse land developer), the Vasse and District Community Centre committee, and interested local residents.

The Working Group have met on 4 occasions (so far) and have addressed such topics as the history of recreation in Vasse, identified community needs, VSC project scheduling and staging.

The results from this process were that user specific facilities and services were either completely lacking or insufficient for current and future needs in Vasse. A summary of the needs identified were as follows:

- Need for 2 large ovals, lawn bowls, hard court space for training or competition for a multitude of sporting endeavours;
- Need for sports lighting;
- Need for facility parking design and configuration;
- Need for sports specific equipment storage;
- Need for public toilets, umpire, first aid and change rooms;
- Need for a kiosk, kitchen / servery, meeting and function, offices, spectator viewing facilities.

Recommendations from this Needs Assessment Study – Vasse Sports Pavilion –Vasse Sporting Complex Stage 2b include:

- Preparation of a feasibility study to create a planning, management and operational blue print for the Vasse Sporting Complex
- The development of an architectural design brief for the development of concept designs and cost estimates for the 'Vasse Sports Pavilion –Vasse Sporting Complex Stage 2b'
- The City of Busselton will use these concept designs and cost estimates as the basis for funding submission(s) to relevant State and Federal Government agencies for the detailed design and construction of the Busselton Vasse Sporting Complex. (*Original concepts completed*)

# 2.0 Methodology

The overall methodology for the development of the Vasse Sporting Complex is overwhelmingly one of consultation with the community - with members and with local residents in the broader sense.

In accordance with a resolution of the Council on 25 March 2015, a 'Vasse Recreational Facilities Working Group'(VRFWG) was coordinated and convened by the City of Busselton.

The primary function of the Working Group is to assist the City of Busselton in respect to the allocation, timely provision and/or development of active sporting and recreation facilities within the Vasse development area, in general, and the 'Vasse Sporting Complex' (VSC) in particular.

The VSC is proposed to be a consolidated and contiguous area of land (approx. 5 hectares) between the Wadandi Trail and Napoleon Promenade, generally opposite the Cape Naturaliste College, to be designed and developed for active recreation and associated community purposes.

The Working Group have met on 4 occasions (so far) and have addressed such topics as the history of recreation in Vasse, identified community needs, project scheduling and staging. Their methodology focuses on:

I. The development of Terms of Reference for the VRFWG

II. Meetings of the VRFWG to develop the needs assessment and feasibility study scope

III. Internal consultation within the club membership to determine future direction

IV. Circulation and sharing of Information that could be used in the development of concept designs and cost estimates for the future 'Vasse Sports Pavilion –Vasse Sporting Complex Stage 2b'(Based on Barnard Park Sports Pavilion concepts and QS estimates)

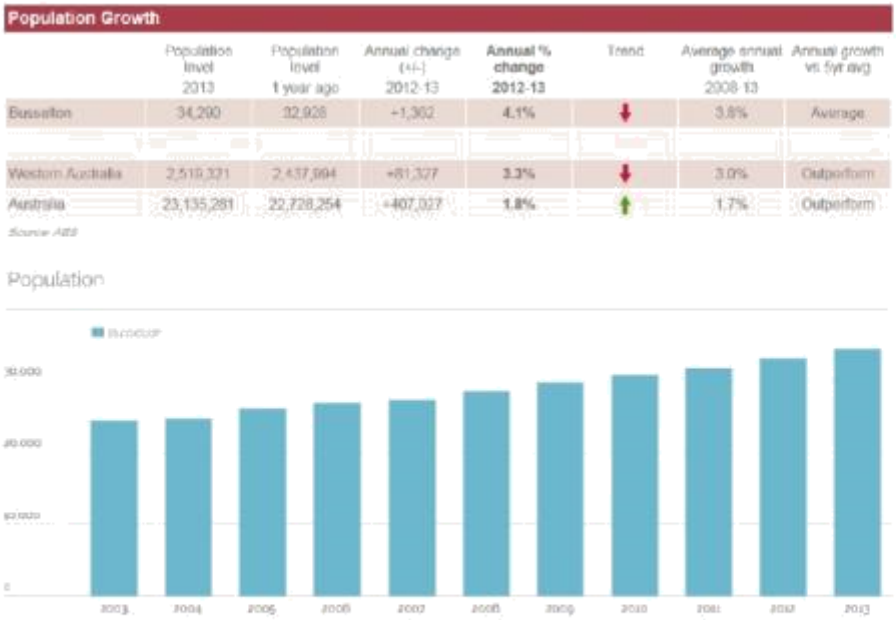
V. The circulation and sharing of information that could be used in the development of facility, asset and financial management plans

# 3.0 City of Busselton Community Profile

## *3.1 Current Population*

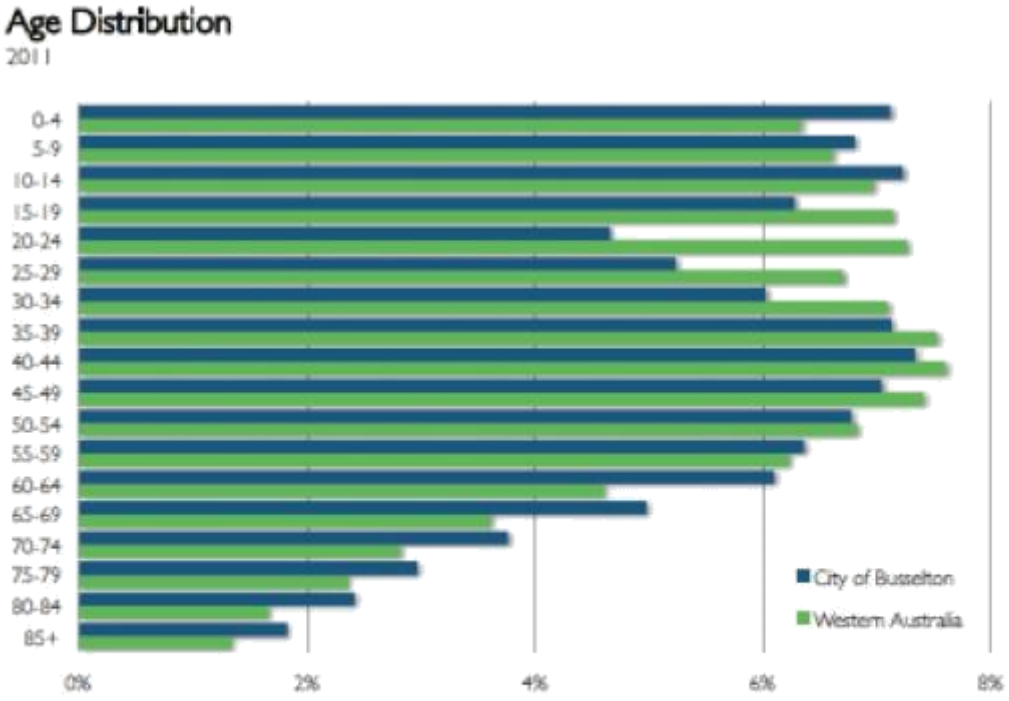
The City of Busselton had an estimated resident population of 34,290 in 2013 according to the Australian Bureau of Statistics, with the City's average annual growth rate over the past 20 years being in excess of 4%, one of the highest sustained growth rates for a regional area in Australia. Approximately 67% of the total City population is located in the town of Busselton.

Figure 2. City Estimated Permanent Resident Population Growth




The City of Busselton had a significant proportion of its population in 2011 that could utilise the Vasse Sporting Complex, according to the Australian Bureau of Statistics, with approximately 27% of the population 0- 19 years and approximately 45% of the population 20-54 years of age.

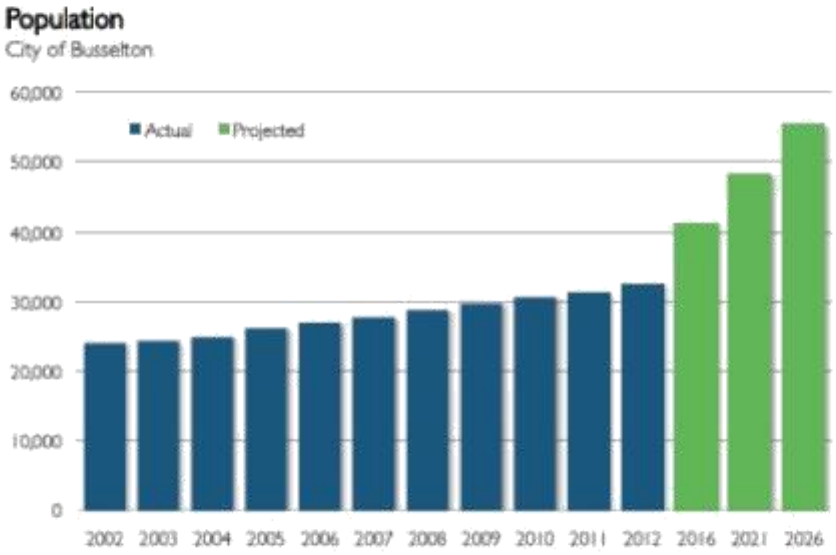
Figure 3. Age Profiles – City of Busselton



## 3.2 Projected Population

Over the period to 2026, the population of the City of Busselton is expected to increase by 22,782 persons – or an average annual rate of 3.9% – to a level of approximately 55,300 persons.
The forecast annual growth in population for the City of Busselton is significantly higher than the averages for the South West region (2.5%) and Western Australia (1.7%).

Figure 4. Projected Population – City of Busselton




3.3

## Summary

A population growth rate of approximately 4% annually in the City of Busselton is being reflected in the rapid increase in participation that is being experienced by the sports of cricket, soccer and junior AFL in Busselton. The Vasse Junior Football Club has experienced a significant growth rate in active participation over last 4 years, from club foundation to over 100 active member participants. The growth in cricket as a sport has been steady and it is expected that improved facilities will continue this progression going forward.

# 4.0 Review Literature

## *4.1 Participation Trends*

In December 2014 Roy Morgan Research conducted a survey and developed a National Sports Participation Report. A summary of key findings included:

- The top ten organised physical activities for junior sports (6-13 years of age), in terms of total participation rate, were swimming, outdoor football (soccer),cycling, athletics, basketball, dancing, outdoor cricket, netball, tennis, and gymnastics
- Of all organised activities Soccer was the 2nd overall for the most participated activity nationally with an estimated 1,194,000 participants
- Of all organised activities Cricket was the 7th overall for the most participated activity nationally with an estimated 631,000 participants
- Of all organised activities Australia Rules was the 11th overall for the most participated activity nationally with an estimated 438,000 participants

**op 20 Sports and Activities by regular participation rate**

| | Age 6-13 | (000s) | % | Age 14+ | (000s) | % | TOTAL Age 6+ | (000s) | % |
|---|---|---|---|---|---|---|---|---|---|
| 1 | Swimming | 1198 | 48.8% | Swimming | 1949 | 10.1% | Swimming | 3147 | 14.4% |
| 2 | Soccer | 1194 | 48.7% | Cycling | 1419 | 7.3% | Cycling | 2343 | 10.8% |
| 3 | Cycling | 924 | 37.7% | Hiking/Bushwalking | 847 | 4.4% | Soccer | 1790 | 8.2% |
| 4 | Athletics/Track & Field | 778 | 31.7% | Aerobics | 623 | 3.2% | Dancing | 1303 | 6.0% |
| 5 | Basketball | 748 | 30.5% | Soccer | 596 | 3.1% | Basketball | 1088 | 5.0% |
| 6 | Dancing | 743 | 30.3% | Dancing | 560 | 2.9% | Hiking/Bushwalking | 1079 | 5.0% |
| 7 | Cricket | 631 | 25.7% | Tennis | 471 | 2.4% | Tennis | 961 | 4.4% |
| 8 | Netball | 503 | 20.5% | Netball | 343 | 1.8% | Cricket | 959 | 4.4% |
| 9 | Tennis | 490 | 20.0% | Basketball | 340 | 1.8% | Athletics/Track & Field | 874 | 4.0% |
| 10 | Gymnastics | 444 | 18.1% | Cricket | 328 | 1.7% | Netball | 846 | 3.9% |
| 11 | Australian Rules | 438 | 17.9% | Martial arts | 242 | 1.3% | Aerobics | 698 | 3.2% |
| 12 | Hiking/Bushwalking | 232 | 9.5% | Body surfing | 231 | 1.2% | Australian Rules | 622 | 2.9% |
| 13 | Rugby League | 229 | 9.3% | Surfing | 211 | 1.1% | Gymnastics | 569 | 2.6% |
| 14 | Softball | 218 | 8.9% | Australian Rules | 184 | 1.0% | Martial arts | 457 | 2.1% |
| 15 | Martial arts | 215 | 8.8% | Volleyball | 133 | 0.7% | Rugby League | 339 | 1.6% |
| 16 | Volleyball | 189 | 7.7% | Gymnastics | 125 | 0.6% | Body surfing | 335 | 1.5% |
| 17 | Baseball | 165 | 6.7% | Horse riding | 122 | 0.6% | Surfing | 330 | 1.5% |
| 18 | Field Hockey | 144 | 5.9% | Rugby Union | 113 | 0.6% | Volleyball | 322 | 1.5% |
| 19 | Roller blading/skating | 127 | 5.2% | Rugby League | 110 | 0.6% | Softball | 271 | 1.2% |
| 20 | Horse riding | 119 | 4.9% | Field hockey | 103 | 0.5% | Field Hockey | 247 | 1.1% |

*urces: Roy Morgan Single Source (Australia), January 2014 – December 2014, sample n = 15,944 Australians aged 14+; Roy Morgan Young stralians Survey, January 2014 – December 2014, sample n = 2404 Australians aged 6-13.*

## *4.2 Planning and Facility Plans*

City of Busselton Strategic Community Plan (2013)

The development of the Vasse Sporting Complex has been identified as a key element in the City of Busselton's Strategic Community Plan 2013, classified within Strategic Priority 2, under the key result area for *'Well Planned, Vibrant and Active Places':*

- *A City where the Community has access to quality cultural, recreation and leisure facilities and services (City of Busselton Strategic Community Plan 2013)*

Active Open Space Planning Recommendations (2013)

In 2013 the City of Busselton Council adopted Active Open Space Planning Recommendations to guide the future planning of active open space facilities within the district. This followed 18 months of consultation, needs assessments, a review of the City Leisure Services Plan and a demographic analysis of individual population precincts across the City.

The facilities were assessed as either Local, District or Regional and the recommendations and designations across the region are detailed on the inside pages of the Active Open Space Planning 2013 document.

***Vasse***
The Vasse Precinct had an estimated resident population of 1,100 in 2011 and is expected to grow to 3,800 by 2021. There is no Active Open Space provision in this precinct currently; however there is some consideration for this in the future planning for the sub-division of Vasse Newtown.

The current Development Guide Plan DGP for Vasse Newtown includes future consideration for some active open space. On 24 February 2011, the Vasse Newtown Developer Contributions Staging Plan (VNDCSP) was formally adopted by the (then) Shire pursuant to the Shire of Busselton Town Planning Scheme No. 20. This Plan outlines the Developers' responsibilities for contributing towards community infrastructure and facilities relating to the development of Vasse Newtown.

Note: Changes to the DGP and VNDCSP were made in 2014, pursuant to the development of the Vasse Sporting Complex.

In September 2011, in response to a community request for recreational facilities and land, a public meeting was held at the Vasse Hall with over 100 local residents in attendance. It was agreed at the meeting (by a show of hands) to progress a Vasse Country Club and develop the Kaloorup Road Recreation Reserve into an active open space. In October 2011 the City received the community's formal proposal for a Country Club facility in Vasse. The Council requested, via outcomes from a Councillor briefing session, that Officers investigate if the community's' needs could be incorporated into the existing VDCSP.

These investigations are complete and Officers have determined that it is feasible for the Country Club facilities, such as bowls, multi-sports (tennis, netball and basketball) and croquet (local level facility only), to be incorporated into the proposed active open space and change room facilities at the Vasse Sporting Complex. The proponents of the Vasse Country Club have been consulted in the process of developing a facility that should meet 'whole of community' needs as part of a 'master planned' sports complex.

This proposal was presented as part of the AOSPR briefing to Council in December 2012.

The key facility development strategies for Vasse Newtown include:

1. That future active open space facilities at Vasse Newtown be designated as local level facilities for junior AFL, Soccer, Rugby and other rectangular sports, and that a local level facility Community Club be progressed including but not limited to Lawn Bowls, Croquet, Tennis, Bocce and Multi Sports (Basketball, Tennis and Netball).

2. That the City, in conjunction with the Developer of Vasse Newtown, continue to work to address sustainable water supply issues for active open space areas.

3. That the City, in conjunction with the Developer and the Vasse Community, continue to review the Vasse Newtown Developers Contribution Staging Plan to obtain the best outcome for the Vasse community.

4. That the City continues to work with the Department of Education and Training (DET) to obtain on-going community access to active open spaces on or adjacent to the DET sites of Cape Naturaliste College and the Vasse Primary School in Vasse.

Leisure Services Plan

The *'Leisure Services Plan (2005)'* is a master planning document for the development of recreation services and the provision of facilities in the City of Busselton and has a future focus up to the year 2015. On February 14th, 2007 the Council adopted the following recommendations from the Leisure Services Plan:

16.1 - (1) to (6), (8) to (15), (18) to (20);
16.2 - (1) to (14), (18) to (24), (32) to (53);
16.3 - (1) to (7), (9) to (17);

as contained in the Section 16 of the *Leisure Services Plan for the City of Busselton - Final Report* without amendment, to be used as a set of guiding principles for future facility and services planning within the City.

The following recommendations from the LSP have relevance to the Vasse Sporting Complex:

16.1.2 Acquisition or setting aside of land for leisure purposes

- Ensure adequate Shire controlled land (nominally 6.5 Ha per location) is set aside for senior playing field provision, generally in accordance with the NMRRAC Local Active Reserve Concept Plan 2 (attached), and preferably in association with an adjacent school development in the following areas:
    - Vasse/Newtown 1

- 16.1.7. Identify new facilities to be created in the Ambergate and Vasse areas as the long term regional sporting headquarters for soccer and cricket

## 5.0 Facilities / Programs

## *5.1 Audit of Community Facilities / Programs Soccer*



The Leeuwin Naturaliste Junior Soccer Association (LNJSA) currently offers a range of soccer related activities from Youth Leagues (under 17's) on full sized pitches right through to "Small Sided Football (Soccer)". Small Sided Football is a modified form of Soccer, designed to meet the needs of players under the age of 12. Membership of the LNJSA includes:

- 709 junior registered players
- 75 senior registered players

Junior soccer, based on participation rates for those aged 5 to 14 years, is the largest junior sport in Australia. This high level of participation is also being experienced in Western Australia, the South West region and Busselton locality.

The Vasse Junior Soccer Club (VJSC) was established (circa.) 1998; commencing with two teams in the Leeuwin Naturaliste Junior Soccer Association (LNJSA). The Club originated from Vasse Primary School and has kept up the tradition by maintaining the Vasse Primary School colours of black and white. Currently the VJSC has nine (9) junior teams - From U/6's to Youth League Girls, with 99% of players either current or ex Vasse Primary School students.

Training for the VJSC has historically been at the Vasse Primary School (from which the club originated), but due to concerns of wear and tear on this oval, in 2015 the board of the Vasse Primary School revoked this approval; however with the advent of a new Principal the approval to train at the VPS oval was reinstated in the 2016 season.

Adjacent to the Vasse Primary School is the old Newtown Cricket Ground (Newtown oval), a cleared area with a potential active playing space of 1 hectare. This facility has the potential to be utilised for training for the VJSC under the right specifications (sub-surface drainage, irrigation and permanent water supply) for the lower level grades of the LNJSA.

In March 2015, the City of Busselton Council endorsed a report to change the Vasse Newtown Developer Contributions Staging Plan (VNDCSP) and Development Guide Plan (DGP) for Vasse to create, recognise and finance the proposed VSC. This includes in the shorter term the development of Stage One of the VSC (oval suitable for junior AFL competition and training for a number of codes) plus ablutions and associated car parking. The amendments to the VNDCSP propose an allocation of $150,000 towards the upgrading and improvement of Newtown oval to a safe community play and recreation area (potentially accommodating sports training purposes). These improvement works for Newtown Oval will be managed by the Vasse and Districts Community Centre (Inc) (VDCCC), in conjunction with the City, in accordance with an MOU. In response to this decision of Council the VDCCC created a 'sports sub-committee' to commence works on improving the Newtown oval to a training standard. In 2016 in response to a significant lack of sports space in Vasse, clubs such as the VJSC have commenced training on this facility.

**Vasse Junior Soccer Growth trends and projections (based on Fixtures)**

2015 Team composition

| Year | Team numbers | |
|---|---|---|
| 1 | 1 | *Note: combined with GMAS |
| 2 | 1 | *Note: combined with GBFC |
| 3 | 1 | |
| 4 | 2 | |
| 5 | 0 | |
| 6 | 1 | |
| 7 | 1 | |
| 8 | 1 | |
| 10 | 0 | |
| YL Girls | 1 | |
| YL Boys | 0 | |
| | | |
| **Total** | **9** | Ave 11.5 participants per team based on Dunsborough figures |

Growth Trends

| Year | Number of Teams |
|---|---|
| 2008 | **10** |
| 2009 | **9** |
| 2010 | **9** |
| 2011 | no data |
| 2012 | no data |
| 2013 | no data |
| 2014 | no data |
| 2015 | **9** |

**Growth Summary:** Due to an increase the number of school based teams (Mackillop, GMAS) and the GBFC implementing their own j remained steady since 2008.

Vasse Junior Soccer Club (VJSC) has maintained record participation in the sport of soccer in the district in recent years and has no dedicated soccer facilities in the Vasse District

***Need Assessment Conclusion***: Subject to line marking and scheduling there is potential for future junior soccer training and competition at the future VSC.

## *5.2 Audit of Community Facilities / Programs Cricket*



The Busselton Margaret River Cricket Association (BMRCA) and Busselton Margaret River Junior Cricket Association (BMRJCA) currently offer a range of cricket related activities. This includes:

- BMRCA currently have 9 senior clubs (5 based in the city of Busselton) which each have a varying number of A Grade, B Grade and C Grade teams. The senior membership base is approximately 163members. Based on the last 5 years membership has been steady.

BMRJCA currently have 26 junior teams across 4 age divisions Under 10's up to Under 16's that are affiliated to the 9 senior clubs. This association with 342 active members, as well as the feeder program 'in2cricket', are experiencing on average of 3% growth per annum.

Vasse Cricket Club, was formed in 2007 to provide another cricket team under the BMRCA and BMRJCA and have quickly expanded to include two teams in the senior association; 'B' Grade and 'C' Grade in the Seniors and four in the junior association; Under 16's , Under 14s, Under 12's and 'T20 Big Blast' in the Juniors. Currently they train at the nets at Cape Naturaliste College Secondary school.

The Vasse Cricket Club, particularly the senior division, has expressed an interest in the development of new cricket nets to accommodate growth and have commenced discussions with the VDCCC about the potential for future cricket net development at the Newtown Oval.

Current participation and growth projections are as follows:

**Vasse Cricket Club Growth Projections**

| Club | Association | Number of teams | sports field / court dir | current training venues | current competition venues |
|---|---|---|---|---|---|
| Vasse Cricket Club (Seniors) | Busselton Margaret River Cricket Association | 2 Senior - 'B' Grade and 'C' Grade | No fixed dimensions for the field but its diameter varies between 137m and 150m | Cape Naturaliste College (CNC) (Cricket nets) | Bovell Park, Churchill Park, Barnard Park, Dunsborough Playing Fields |
| Vasse Cricket Club (Juniors) | Busselton Margaret River Junior Cricket Association | 4 Junior - Under 16's, Under 14'2 and Under 12's and T 20 Big bast | As above | Cape Naturaliste College (Cricket nets) + West Busso PS | Bovell Park, Churchill Park, Barnard Park, Dunsborough Playing Fields, Vasse PS |

**Note**: Similar to AFL junior program 'Auskick' there has been a resurgence in the pre-junior Cricket programs 'In2Cricket and T20 Blast' due to the Big Bash 20/20 league.

**Growth Projections:** There has been growth in the junior division over the last few years growing from 2 teams to 3 teams and it would not be unreasonable to expect another junior team in Vasse in the next five years. Senior Cricket has remained steady (minimal growth) in the number of teams in the last 5-10 years.

**Facility issues**

VCC have obtained cricket nets from Mackillop and would like consideration by Council of erection in the Vasse Oval precinct, and other facility improvements. Should a formal proposal be presented, the Council may need to consider the feasibility to progress this at the Newtown oval

**Future Playing Facilities**: The future staging of Active Open Space development at the VCRP (in its current layout) allows for one (1) north-south oriented, senior cricket oval, 'incorporated' seasonally within the same contiguous grassed area accommodating the AFL ovals. As mentioned above there is potential (subject to Council approval) at the Newtown oval to accommodate new cricket nets. One option to consider is a 'roll on wicket' trial as part of stage 1 (refer KC).

***5.3 Audit of***

## *Community Facilities / Programs Junior AFL*



Community wins

The Vasse Royals Junior Football Club currently offers a range of services, programs and activities. This includes:

- Auskick program
- Junior AFL programs for 103 participants from 7 to 14 years of age

Established in 2013, the Vasse Royals Football Club is a member club of the Busselton and Districts Junior Football Association and have quickly expanded to include five teams; Year 3's, Year 4's, Year 5s, Year 7's and Year 8's. Historically up until the end of the 2015 season they trained at the oval at the Cape Naturaliste College (CNC) Secondary school. Due to on-going maintenance issues, approval has been withdrawn by the Principal of the College and as such in 2016 the VRFC have been forced to train and compete at other facilities in neighbouring Busselton.

Any future agreement with CNC is a year-to-year proposition as this oval was developed at a specification that is below the required community standard. This oval, which is primarily a class room for the physical education department of the college, is prone to an under-supply of water and rabbit infestation in the summer and water logging due to inclement weather in winter and has had periods where the permit to utilise the facility has been in danger of being revoked.

Long term the City is open, after the development of the ovals as part of the Vasse Sporting Complex (VSC), to considering the feasibility of a capital and maintenance agreement with the Department of Education and the board of the Cape Naturaliste College to re-develop this oval into 'fit-for-purpose' for community training and competition standard.
Apart from a new oval development in Dunsborough in 2010, there has been no increase in the number of ovals that could cater for junior AFL in the City of Busselton since the development of Bovell Park in the late 1970's.

**Auskick**

Established in 2014, an Auskick centre was developed and also meets on Saturday morning at 8am at the Cape Naturaliste College Oval. This centre has quickly grown to include up to 53 participants each Saturday.

A table highlighting the growth trends in the sport of junior AFL in Vasse from 2013 to 2015 is as follows:

**Vasse Royals Football - historical growth trends**

| | | Teams | Squad size | Total | | | Teams | Squad size | Total | | | Teams | Squad size | Total | Projected %inc annually over 2 years | compare to City LG 20 year pop growth |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | 2013 | | | | | 2014 | | | | | 2015 | | | | | |
| | | | | | | | | | | | Pre prim | | | 20 | 108% | |
| | | | | | | Pre prim | | | 14 | | Yr 1 | | | 15 | 108% | |
| | | | | | | Yr 1 | | | 17 | | Yr 2 | | | 18 | 108% | |
| | | | | | | Yr 2 | | | 19 | | Yr 3 | 1 | 15 | 21 | 108% | |
| | | | | | | Yr 3 | 1 | 15 | 18 | | Yr 4 | 1 | 15 | 20 | 105% | in li |
| | | | | | | Yr 4 | 1 | 15 | 18 | | Yr 5 | 1 | 18 | 19 | 105% | in li |
| | | | | | | Yr 5 | | | | | Yr 6 | | | | 103% | Less th |
| | | | | | | Yr 6 | 1 | 18 | 21 | | Yr 7 | 1 | 18 | 22 | 103% | Less th |
| | Yr 6 | 1 | 18 | 21 | | Yr 7 | | | | | Yr 8 | 1 | 18 | 21 | 103% | Less th |
| | | | | | | Yr 8 | 1 | 18 | 21 | | | | | | 103% | Less th |
| | | | | | | Auskick | | | 50 | | Auskick | | | 53 | | |
| | Auskick | | | 0 | | BADIFA | 4 | 66 | 78 | | BADIFA | 5 | 84 | 102 | | |
| | BADIFA | 1 | 18 | 21 | | overs | | | 12 | | overs | | | 18 | | |
| | overs | | | 3 | | TOTAL | | | 128 | | | | | 155 | | |

**Trend Assumptions**

1. Based on team numbers 2013-2015
2. Based on growth trends and 5 years of figures for Dunsborough Sharks and Auskick nationally
3. Based on trends in age groups, based on exercise participation rates nationally (ERASS)

**Legend**

- Certified team numbers
- Baseline squad number of players
- Additional players total (above recommended squad numbers)
- New Team 2015

**Playing numbers (on the field)**

| | |
|---|---|
| Yr 3 | 12 |
| Yr 4 | 15 |
| Yr 5 | 15 |
| Yr 6 | 15 |
| Yr 7 | 18 |
| Yr 8 | 18 |
| Yr 10 | 18 |

Based on this certified pattern of growth critical assumptions have been made as to proposed future growth for this sport in Vasse, with the key growth area being Auskick (Pre-primary to Year 3) growing at double the population growth of 4%. As such predicted growth for junior AFL in Vasse is as follows:

Vasse Royals Football - Growth projections

| | Teams | size | Total | | Projected Teams | size | Total | | Projected Teams | size | Total | | Projected Teams | size | Total | | Projected Teams | size | Total |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2015 | | | | 2016 | | | | 2017 | | | | 2018 | | | | 2019 | | | |
| Pre-prim | | | 20 | Pre-prim | | | 22 | Pre-prim | | | 23 | Pre-prim | | | 25 | Pre-prim | | | |
| Yr 1 | | | 15 | Yr 1 | | | 18 | Yr 1 | | | 18 | Yr 1 | | | 19 | Yr 1 | | | |
| Yr 2 | | | 18 | Yr 2 | | | 20 | Yr 2 | | | 21 | Yr 2 | | | 23 | Yr 2 | | | |
| Yr 3 | 1 | 15 | 21 | Yr 3 | 1 | 15 | 22 | Yr 3 | 1 | 15 | 24 | Yr 3 | 1 | 15 | 26 | Yr 3 | 1 | 15 | |
| Yr 4 | 1 | 15 | 20 | Yr 4 | 1 | 15 | 21 | Yr 4 | 1 | 15 | 22 | Yr 4 | 1 | 15 | 25 | Yr 4 | 1 | 15 | |
| Yr 5 | 1 | 10 | 19 | Yr 5 | 1 | 10 | 20 | Yr 5 | 1 | 10 | 21 | Yr 5 | 1 | 10 | 22 | Yr 5 | 1 | 10 | |
| Yr 6 | | | | Yr 6 | | | | Yr 6 | | | | Yr 6 | 1 | 10 | 21 | Yr 6 | 1 | 10 | |
| Yr 7 | 1 | 10 | 22 | Yr 7 | 1 | 10 | 22 | Yr 7 | 1 | 10 | 23 | Yr 7 | 1 | 10 | 24 | Yr 7 | 1 | 10 | |
| Yr 8 | 1 | 10 | 21 | Yr 8 | 1 | 10 | 22 | Yr 8 | 1 | 10 | 23 | Yr 8 | 1 | 10 | 24 | Yr 8 | 1 | 10 | |
| | | | | Yr 10 | | | | Yr 10 | 1 | 10 | 22 | Yr 10 | 1 | 10 | 23 | Yr 10 | 1 | 10 | |
| Auskick | | | 53 | Auskick | | | 58 | Auskick | | | 62 | Auskick | | | 67 | Auskick | | | |
| BADIFA | 5 | 84 | 102 | BADIFA | 5 | 84 | 107 | BADIFA | 6 | 102 | 135 | BADIFA | 7 | 120 | 165 | BADIFA | 8 | 135 | |
| overs | | | 18 | overs | | | 23 | overs | | | 33 | overs | | | 45 | overs | | | |
| TOTAL | | | 155 | | TOTAL | | 165 | | TOTAL | | 197 | | TOTAL | | 232 | | TOTAL | | |

Growth Assumptions
1. Based on team numbers 2011-2015
2. Based on growth trends and 5 years of figures for Dunsborough Sharks and Auskick nationally
3. Based on trends in age groups, based on exercise participation rates nationally (ERASS)

Legend
- Certified team numbers
- Projected team numbers
- Baseline squad number of players
- Additional players total (above recommended squad numbers)
- New Team 2015
- New Team 2017
- New Team 2018
- New Team 2019

Playing numbers (on the field)

| | |
|---|---|
| Yr 3 | 12 |
| Yr 4 | 15 |
| Yr 5 | 15 |
| Yr 6 | 15 |
| Yr 7 | 18 |
| Yr 8 | 18 |
| Yr 10 | 18 |

## *5.4 Audit of Community Facilities / Programs Basketball*

There is no specific Vasse Basketball team, but there are a significant number of Basketball participants that reside in Vasse and Basketball as a sport has seen significant growth over the last five (5) years in the City of Busselton.

The Busselton Amateur Basketball Association (BABA) has grown to 162 teams, which far beyond the capacity of the indoor competition facility (GLC), with logistical considerations of volunteer capacity and

other facility hirers and can only practically operate Monday to Friday during the summer hire period (October to March) . Given the constraints, providing for 'normal duration games' and capacity at the GLC current capacity at this venue is one hundred and twenty (120).

In 2014/15 BABA worked around this to provide other 'indoor competition venues' at the Naturaliste Community Centre, Cornerstone Secondary School, Georgianna Molloy Anglican School and the Busselton Senior High School (BSHS).

In 2015/16 BABA, with no indoor facilities currently on the City of Busselton's long term financial planning horizon, is facing capping its competition at current team numbers (using the current additional venues) or even reducing back to 120 teams. Or finding another way (through other methods) to accommodate additional growth.

Relevant stakeholders met on site at the BSHS outdoor courts site on the 24 June 2015 the following Short term and Medium Term actions were identified to progress the current situation. An agreement was reached between BABA and the BSHS to utilise these courts for junior grades on Wednesday and Thursday Afternoons for the 2015/16 season.

***Need Assessment Conclusion***: The future staging of development (in its current layout) at the VSC allows for three (3) multi-purpose (basketball/netball/tennis) courts, which subject to being built to correct specification, line marking and scheduling there maybe potential for future basketball training and competition at the future VSC.

## *5.5 Audit of Community Facilities / Programs Vasse Magpies Netball Club (VMNC)*



The Busselton Netball Association (BNA) historically practised and competed at the outdoor Netball court facilities at Lou Weston Oval prior to the construction and opening of the Geographe Leisure Centre (GLC) in 1998.

The Vasse Magpies Netball Club is a member club of the BNA and have ten (10) teams from Under 10's through to Seniors. The juniors train and compete at the outdoor Netball facilities at Lou Weston Oval, whilst the seniors train and compete at the Geographe Leisure Centre (GLC).

***Need Assessment Conclusion***: The future staging of development (in its current layout) at the VSC allows for three (3) multi-purpose (basketball/netball/tennis) courts, which subject to being built to correct specification, line marking and scheduling there maybe potential for future netball training at the future VSC.

## 5.6 Audit of Community Facilities / Programs Vasse Primary School Hockey Group



Hockey in Busselton began with the formation of a women's competition in 1926 when, as rumour has it, their first games were played in a paddock, and then progressed to Churchill Park in 1951-52. The Busselton Margaret River Men's Hockey Association was formed in 1958.

Since then the number of players has increased and the quality of the fields and facilities has steadily improved. The Busselton Hockey Stadium Club (Inc.)have a total of over 800 affiliated junior and senior members and are based at Sir Stewart Bovell Park, Busselton consisting of an artificial wet surface, eight high-quality grass fields and a two-storey clubhouse overlooking the whole complex.

The Vasse Primary School Hockey Group are members of the Busselton Hockey Stadium Club, with Hockey played up until the under 13s as a school group. They currently train at the Vasse Primary School and the adjacent Newtown oval.

Need Assessment Conclusion: Subject to line marking and scheduling there is potential for future junior hockey training at the future VSC.

## 5.7 Audit of Community Facilities / Programs Vasse Bowling Club (VBC)

Whilst not formally recognised, the VBC has for many years operated on one rink on adjacent to the Vasse General store. As result of the need to further progress the 'Rails to Trails' or 'Wadandi Track' corridor (being Lot 505 / Pt. Reserve 48251) in the Vasse town site, there has been a requirement to shift the location of this rink. The City is working with VBC and the Vasse JV to prepare a permit to enable this medium term relocation, subject to future Bowling greens and club facilities at the new VSC.

***Need Assessment Conclusion***: The future staging of Active Open Space development at the VSC (in its current layout) allows for (2) competition-standard bowling greens (12 rinks)

## 5.8 Identification of gaps in provision

An analysis of the existing facilities, programs and services offered by the clubs identifies the following 'gaps'. Those that would be met by the development of all stages of the 'Vasse Sporting Complex' including:

Active Playing Spaces

- Two (2) north-south oriented AFL ovals PLUS one (1) 'incorporated' (separately line-marked and posted) full competition-sized AFL oval generally oriented on an east-west axis across the same, contiguous grassed areas;
- One (1) north-south oriented, senior cricket oval, 'incorporated' seasonally within the same contiguous grassed area accommodating the AFL ovals (as described above);
- Two (2) soccer/rugby pitches, 'incorporated' seasonally and/or through sporting club scheduling within the same contiguous grassed area (as described above);

Sports lighting to all active playing spaces)

All proposed users of the 'Vasse Sporting Complex' have no sports lighting at current competition / training venues. It is proposed that training / competition sports lighting to a luminance rating of 50 lux for luminance rating of 50 lux for sports such as AFL and rectangular sports. This will provide for an increase in scope in terms of active playing capacity, due to an ability to increase scheduling beyond daylight hours into the future.

Other Sporting and Recreational needs

- Three (3) multi-purpose (basketball/netball/tennis) courts;
- Two (2) competition-standard bowling greens

Community Amenities

- Stage Two (2a) of the VSC facilities was successfully funded by the Department of Sport and Recreation's 2016/17 Community Sport and Recreational Facilities Fund Annual Grant round. Stage 2a provides essential changing, medical, and umpire and ablution facilities for the users of the active open space constructed in Stage 1.
- Stage Two (2b) development of the VSC Sports Pavilion would provide essential storage, kiosk, kitchen / servery, meeting and function, offices, spectator viewing and additional change rooms. This would be a modular increase in the footprint of the facility to be built as part of Stage 2a

# 6.0 Consultative Process

## *6.1 Strategic Planning for Future Recreation Needs for All of the City's Clubs*

Commencing in November 2010 this project included City Officers undertaking an audit of individual and collective Club requirements for each of the City's facilities, capturing both the immediate and longer term plans for each Club located within the City. This identified overlapping/shared, conflicting and new needs not captured within the City's Strategic Recreation Planning Document (2005 Leisure Services Plan), in addition to the future needs of each Club.

## *6.2 Vasse and Districts Community Centre Committee (VDCCC)*

In late 2010, members of the VDCCC approached the City with a proposal to develop a Country Club in Vasse. Through consultation with the Vasse community, the Committee held a public meeting to discuss the proposal, where a new Committee was formed to progress the proposal. The Committee has identified Lot 46 Pries Avenue, Abbey as the preferred location for the Country Club and has subsequently requested to enter into a lease agreement with the City of Busselton for the identified land. This was denied, as Council preferred a conglomeration of this proposal with identified active playing fields requirements at the current location of the Vasse Sporting Complex.

Conceptual ideas at this time included a club house, synthetic bowling green, synthetic tennis, croquet and boules court, practice netball court, par 3/5 golf course, and a playground.

### *6.3 Vasse Recreational Facilities Working Group (The Working Group)*

The Working Group consists of 15 members, including selected representatives from the City, the relevant sporting and recreational bodies, Vasse Primary School and Cape Naturaliste College, the Perron Group (Vasse land developer), the Vasse and District Community Centre committee, and interested local residents.

The Working Group have met on 4 occasions (so far) and have addressed such topics as the history of recreation in Vasse, identified community needs, project scheduling and staging.

The results from this process were that user specific facilities and services were either completely lacking or insufficient for current and future needs in Vasse. A summary of the needs identified were as follows:

- Need for 2 large ovals, lawn bowls, hard court space for training or competition for a multitude of sporting endeavours;
- Need for sports lighting;
- Need for facility parking design and configuration;
- Need for sports specific equipment storage;
- Need for public toilets, umpire, first aid and change rooms;
- Need for a kiosk, kitchen / servery, meeting and function, offices, spectator viewing facilities.

## 7.0 Conclusion

All studies were assessed with consideration for current and future population projections, as well as local and national participation trends. All prospective clubs / organisations were audited for facilities, programs and services and 'gaps' in their current provision levels. Consultation was conducted using a variety of approaches with the information obtained providing impetus for the development of the recommendations in this document.

The demand for improved and expanded district level active playing facilities for the identified clubs is real and pressing particularly when viewed in the context of population growth, and the population profile that Vasse is now demonstrating. The opportunity provided by this project will bring economic and social benefits to the local community while increasing the economic sustainability of the region and its attractiveness to visitors. The chance to upgrade local sporting facilities and public amenities is an important one to take.

ppendix 4- Active Open Space
nning Recommendations

# Active Open Space Planning 2013







In 2013 Council adopted Active Open Space Planning Recommendations to guide the future planning of active open space facilities within the district. This followed 18 months of consultation, needs assessments, a review of the City Leisure Services Plan and a demographic analysis of individual population precincts across the City.

The facilities were assessed as either Local, District or Regional and the recommendations and designations across the region are detailed on the inside pages of this document.

October 2013



City of Busselton
Geographe Bay

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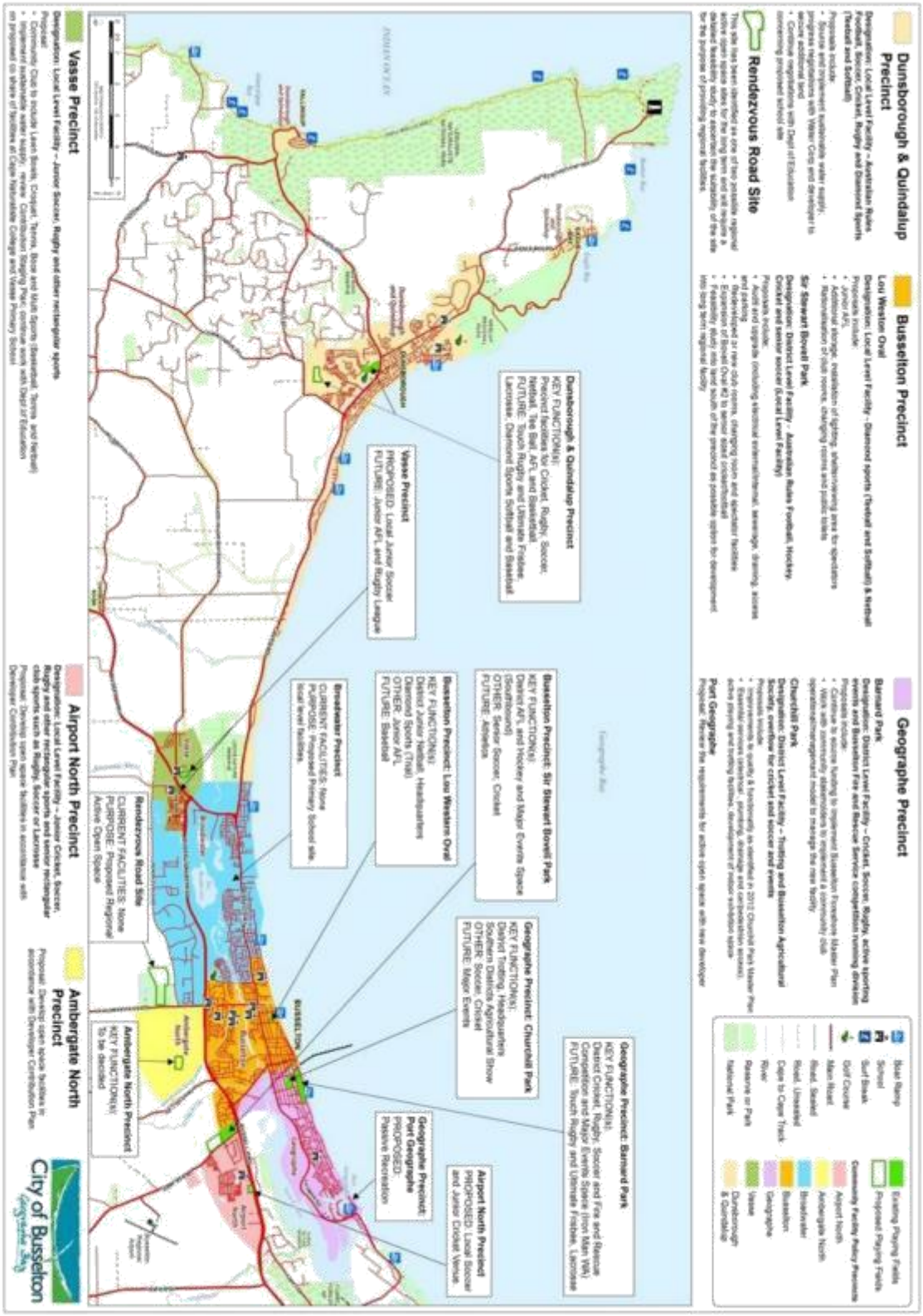
Dunsborough & Quindalup Precinct
Busselton Precinct
Geographe Precinct
Rendezvous Road Site
Vasse Precinct
Airport North Precinct
Ambergate North Precinct
City of Busselton

**Categories of Active Open Space**

Individual active open space facilities were assessed as either:

Local - One active public open playing space for up to 3,500 head of population. Generally characterised as being between 1 and 5 hectares in size and catering for one or a number of clubs within a sporting association.

District - One active public open playing space to cater for in excess of 20,000 head of population. Generally characterised as between 5 and 20 hectares and catering for one or a number of different sporting associations.

Regional - Generally larger than 20 hectares and catering for a broader catchment than the City's localgovernment area.




Relevant Plans and Policies:

Community Facilities Contribution Policy

Liveable Neighbourhoods

Leisure Services Plan

Need more information?

Active Open Space Planning:
Community Development Co ordinator – 9781 0356

Sporting provider information:
Executive Support officer – 9781 0318




City of Busselton
Geographe Bay

Telephone: (08) 9781 0444
Facsimile: (08) 9752 4958

city@busselton.wa.gov.au

2 Southern Drive, Busselton
Locked Bag 1, Busselton WA 6280

www.busselton.wa.gov.au

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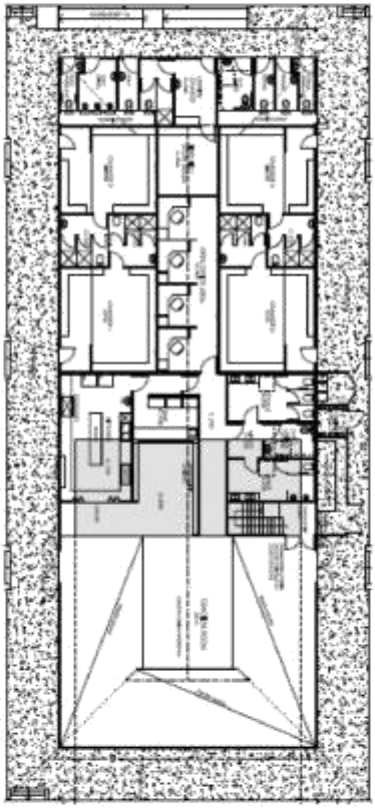
Appendix 5 Feasibility Study

# Feasibility Study

## Vasse Sports Pavilion –Vasse Sporting Complex Stage 2b



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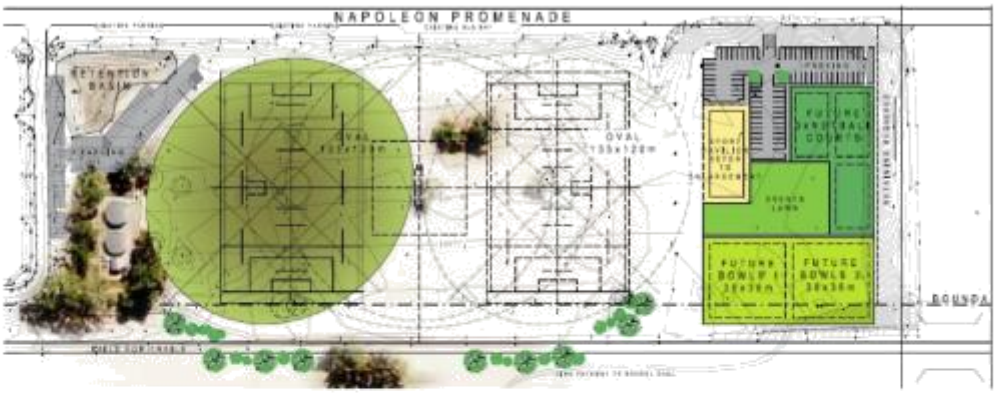



# 1. Executive Summary

The City of Busselton is currently in an exciting new phase of planning and development; in particular the planning and development of the new Vasse Sporting Complex (VSC).

Background

The Vasse community continues to grow quickly and will ultimately attain a population in excess of 5,000 people. Services and facilities in Vasse will also become increasingly important to people in Abbey and parts of Broadwater (adjacent localities), and so will serve a population of over 8,000 in the local catchment. The City, Developers and community stakeholders have been working over the last few years to commence the delivery of recreation and community facilities in Vasse. We are now very close to a point where the first stage (a new oval) is nearing completion.

In July 22 2015 the City of Busselton Council endorsed the Vasse Newtown Overall Development Guide Plan (VNODGP) and Vasse Newtown Developer Contributions Staging Plan, which will facilitate the progressive development of a consolidated and integrated community and active recreation area to be known as the 'Vasse Sporting Complex' (VSC). This precinct would be situated on contiguous, City-owned land - generally opposite the DET sporting oval at the Cape Naturalists College - for the use, enjoyment and benefit of both the Vasse and broader district communities.

A Needs Assessment has already been carried out for the VSC with the preferred outcome being a new co shared sports pavilion, lawn bowls, multi-purpose courts and two active playing fields on Lot 8113, Napoleon Promenade Kealy WA 6280. The assessment recommendations included:

- Preparation of a feasibility study to create a planning, management and operational blue print for the Vasse Sporting Precinct
- The development of a concept design and cost estimate for the 'Vasse Sports Pavilion –Vasse Sporting Complex Stage 2b'
- The City of Busselton will use these concept designs and cost estimates as the basis for funding submission(s) to relevant State and Federal Government agencies for the detailed design and construction of the Vasse Sporting Complex. (Original concepts completed)

The Feasibility Study will provide a detailed economic and social background that will enable the City of Busselton to make informed decisions regarding the extent and future growth of the sports of soccer,

cricket, junior AFL, Basketball, Netball, Hockey and Lawn Bowls in Vasse, as well as the location, scope and timing of the relocation project. The document will also be used in support of funding applications that may be made and as background to the architectural design brief that will be the next step in project development.

It will focus on seven (7) areas of investigation:

- Population Profile
- Participation trends
- Existing Facilities
- Community consultation
- Proposed development
- Management
- Financial projections

## *1.1 Expected Outcomes*

The Vasse Sporting Complex is expected to provide the following social, community and environmental outcomes to the community of Vasse (and surrounding suburbs of Broadwater and Abbey):

- A new high quality local active playing facility in Vasse, capable of providing training and / or competition facilities for proposed regular users such as the Vasse Royals Junior Football Club (VRJFC), Vasse Auskick Centre, Vasse Junior Soccer Club (VJSC), Vasse Junior Cricket Club (VJCC), Vasse Senior Cricket Club (VSCC), Vasse Primary School Hockey Group and Vasse based Netball teams.
- A co shared sports facility able to respond to population growth and changes in community demographics in the long term, and resulting in a sustainable and inclusive community facility that contributes to the health and well-being of Busselton residents.
- Provision for the current growth in participation that has been experienced by all of these sports in Vasse, and directly related to sustained population growth in the City.
- A sports facility that will be strategically placed as a "community hub" in the Vasse community.
- This project once completed will provide new services and facilities for approximately 520 junior sporting participants that will access the grassed sports spaces of the Vasse Sporting Complex, as well as participants in the sports of Basketball, Netball, Tennis and Lawn Bowls. In particular the Lawn Bowlers will be truly 'life course' participants with a broad age range of 18 – 85 years of age amongst their members. The VSC on completion will be one of the first truly 'Multi-generational' facilities in the City of Busselton..

<u>Project Update</u>

- Stage One (1) development of the VSC facilities involves the construction on Lot 8113 of the western-most (north-south oriented) junior AFL oval (sports space), landscaping and initial stages of car parking. The Perron Group (developer) assisted by providing some 'pre-funding' of Developer

contributions funds to enable Stage One of the VSC to be delivered in the 2015/16 financial year. (See Attachment A.2 for Stage 1 works concept). This stage was funded by existing Developer contributions, pre-funding future stage contributions and City of Busselton Municipal funds. It is nearing completion, with the final stage of turf to be laid in the 2016/17 financial year.



Figure 1. The Car park and partially completed western oval Vasse Sporting Complex

## 2. The City of Busselton – Background information

The adoption and development of Active Open Space Planning Recommendations, was the pre-cursor to the development of the Vasse Sporting Complex. In 2013 the City of Busselton Council adopted Active Open Space Planning Recommendations to guide the future planning of active open space facilities within the district. This followed 18 months of consultation, needs assessments, a review of the City Leisure Services Plan and a demographic analysis of individual population precincts across the City.

The facilities were assessed as either Local, District or Regional and the recommendations and designations across the region are detailed on the inside pages of the Active Open Space Planning 2013 document. As a result, community consultation has been undertaken with prospective users of the new Active Precinct. The Needs Assessment for this precinct has been completed with the following included in the study scope:

- A review of the City of Busselton's existing Leisure Services Plan
- An identification of services and facilities that needed but not currently provided
- An identification of facilities and services in the Busselton township
- An examination of current usage of facilities and grounds together with recommended future planning options
- An assessment of the quality and level of service provision at each facility

The Needs Assessment found that the facilities available to the junior AFL, Junior Soccer and both Cricket Associations are unable to accommodate a growing level of participation in Vasse, leading to a consideration of options including co sharing at the Vasse Sporting Complex.

The new Active Playing Fields (junior AFL sized oval) will be managed and maintained by the City of Busselton, as per the City's annual 'seasonal ground hire' and facility management processes. Ground and facility maintenance will be factored in to the City's annual Engineering, Works and Services budget.

In terms of Stage 2b of this project, the Vasse Sporting Complex Working Group (VSCWG) conducted a review of management options and the feasibility of co-sharing with the proposed sporting partners. By co-sharing these groups together under one management body it has many operational and financial viability benefits including increasing the "Community Club" membership base to around 600 people, which in turn would reduce the subsidy per member for operational expenses. It will be condition of the ground lease from the Council that as not for profit community group that any profits from model could go back into the maintenance of club facilities, equipment and an on-going asset replacement reserve.

## 2.1 Population Profile

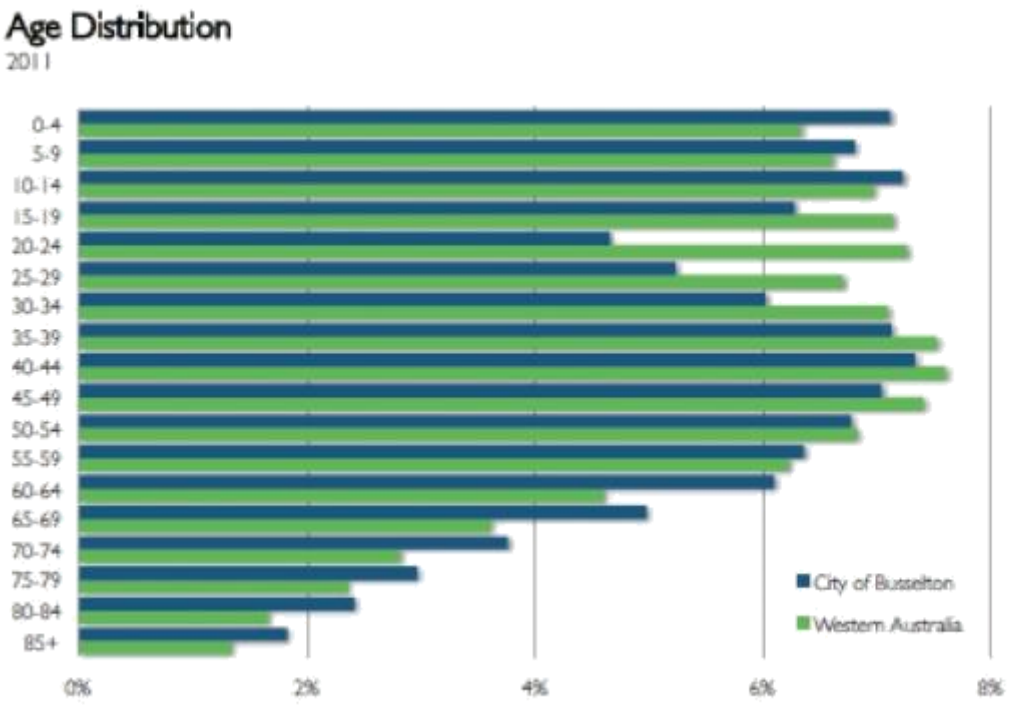
The City of Busselton had an estimated resident population of 34,290 in 2013 according to the Australian Bureau of Statistics, with the City's average annual growth rate over the past 20 years being in excess of 4%, one of the highest sustained growth rates for a regional area in Australia. Approximately 67% of the total City population is located in the town of Busselton.

Figure 2. City Estimated Permanent Resident Population Growth




The City of Busselton had a significant proportion of its population in 2011 that could utilise the Vasse Sporting Complex, according to the Australian Bureau of Statistics, with approximately 27% of the population 0- 19 years and approximately 45% of the population 20-54 years of age.

Figure 3. Age Profiles – City of Busselton




## 2.2 *Participation Trends*

In December 2014 Roy Morgan Research conducted a survey and developed a National Sports Participation Report. A summary of key findings included:

- The top ten organised physical activities for junior sports (6-13 years of age), in terms of total participation rate, were swimming, outdoor football (soccer),cycling, athletics, basketball, dancing, outdoor cricket, netball, tennis, and gymnastics.
- Of all organised activities Soccer was the 2nd overall for the most participated activity nationally with an estimated 1,194,000 participants
- Of all organised activities Cricket was the 7th overall for the most participated activity nationally with an estimated 631,000 participants
- Of all organised activities Australia Rules was the 11th overall for the most participated activity nationally with an estimated 438,000 participants

## 2.3 *Existing Facilities*

An analysis of the existing facilities, programs and services offered by the clubs identifies the following 'gaps'. Those that would be met by the development of all stages of the 'Vasse Sporting Complex' including:
Active Playing Spaces

- Two (2) north-south oriented AFL ovals PLUS one (1) 'incorporated' (separately line-marked and posted) full competition-sized AFL oval generally oriented on an east-west axis across the same, contiguous grassed areas;
- One (1) north-south oriented, senior cricket oval, 'incorporated' seasonally within the same contiguous grassed area accommodating the AFL ovals (as described above);
- Two (2) soccer/rugby pitches, 'incorporated' seasonally and/or through sporting club scheduling within the same contiguous grassed area (as described above);

Sports lighting to all active playing spaces)
All proposed users of the 'Vasse Sporting Complex' have no sports lighting at current competition / training venues. It is proposed that training / competition sports lighting to a luminance rating of 50 lux for sports such as AFL and rectangular sports. This will provide for an increase in scope in terms of active playing capacity, due to an ability to increase scheduling beyond daylight hours into the future.
Other Sporting and Recreational needs

- Three (3) multi-purpose (basketball/netball/tennis) courts;
- Two (2) competition-standard bowling greens

Community Amenities

- Stage Two (2a) of the VSC facilities was successfully funded by the Department of Sport and Recreation's 2016/17 Community Sport and Recreational Facilities Fund Annual Grant round. Stage 2a provides essential changing, medical, and umpire and ablution facilities for the users of the active open space constructed in Stage 1.
- Stage Two (2b) developments of the VSC facilities, which is the subject of this application, would provide essential storage, kiosk, kitchen / servery, meeting and function, offices, spectator viewing and additional change rooms and be an increase in the footprint of the facility to be built as part of Stage 2a

## 2.4 Community consultation

Community consultation carried out to determine the needs of junior AFL, Junior Soccer and both Cricket Associations in Vasse has identified community physical activity programs and 'sporting hub' needs not currently available in this locality.

## 2.5 Proposed development

The proposed development has included the completion of (ultimately) two new active playing fields, 3 multi-purpose courts, 2 competition-standard bowling greens (subject to future need) and the proposed construction of a co-shared sports pavilion. City of Busselton technical staff has developed engineering designs and cost estimates for the western most active playing field, car parking, landscaping and other external infrastructure and an Architect has been engaged to develop preliminary concept designs and cost estimates for the Sports Pavilion. Facilities are to include:

**Stage 1 (Nearing Completion)**

- The construction on Lot 8113 of the western-most (north-south oriented) junior AFL oval (sports space), landscaping and initial stages of car parking

**Stage 2a**

Successfully funded by the Department of Sport and Recreation's 2016/17 Community Sport and Recreational Facilities Fund Annual Grant round. Stage 2a provides essential changing, medical, and umpire and ablution facilities for the users of the active open space constructed in Stage 1. *(Funded not yet constructed)*

**Stage 2b**

- A sports pavilion to service the Vasse Sporting Complex. This facility would provide essential storage, kiosk, kitchen / servery, meeting and function, offices, spectator viewing and additional change rooms and be an increase in the footprint of the facility to be built as part of Stage 2a

**Stage 3** (Not yet confirmed)

- The second of the north-south oriented AFL ovals; 'incorporating' (separately line-marked and posted) full competition-sized AFL oval generally oriented on an east-west axis across the same, contiguous grassed areas; and north-south oriented, senior cricket oval, 'incorporated' seasonally within the same contiguous grassed area accommodating the AFL ovals (as described above);

**Stage 4**

- Sports lighting for the active playing fields (sports spaces) to a luminance rating of 50 lux for sports such as AFL and rectangular sports.

**Stage 5**

- Two 2 competition-standard bowling greens and 3 multi-purpose courts

## 2.6 Management

In terms of Stage 1 and 2a of this project, the new Active Playing Fields (junior AFL sized oval) and essential public toilets and change rooms will be managed and maintained by the City of Busselton, as per the City's annual 'seasonal ground hire' and facility management processes. Ground and facility maintenance will be factored in to the City's annual Engineering, Works and Services budget. An asset management replacement reserve will be set up for the facility on construction, within the recommended guidelines for all City of Busselton facilities.

In terms of Stage 2b of this project, The Vasse Community Club (Inc) *(name to be confirmed),* is proposed to be offered a secure long-term lease by the City in a co-located arrangement for the pavilion to service the Vasse Sporting Complex. The draft management plan developed by the Vasse Sporting Complex Working Group (VSCWG) in consultation with the City foreshadows a joint management model at Executive Committee level, as outlined in detail in section 6 of this document, with the individual club committees of the as the Vasse Royals Junior Football Club (VRJFC), Vasse Lawn Bowls Club, Vasse Auskick Centre, Vasse Junior Soccer Club (VJSC), Vasse Junior Cricket Club (VJCC), Vasse Senior Cricket Club (VSCC), Vasse Primary School Hockey Group and Vasse based Netball teams.

## 2.7 Financial Development of the Project

The capital cost of construction of the Vasse Sporting Complex as defined in this document will be met by a variety of funding sources. This includes funds raised through funding applications to the relevant State agencies, the clubs themselves (for the fit out) and a contribution from the City of Busselton.

In terms of Stage 1 and 2a of this project, City of Busselton technical staff has developed in-house engineering designs and cost estimates for the overall precinct, including re-developed active playing fields, fire and rescue running track, roads and parking and a landscaping plan.

In terms of Stage 2b of this project, In June 2016 the City of Busselton has utilised some funds from their major projects division for the development of preliminary concept designs for the proposed Sports Pavilion, in line with provision at Barnard Park.

These sources of information will provide the basis for funding submission(s) to relevant State and Federal Government agencies for the detailed design and construction of the Complex.

## 2.8 Operating Costs

Ground and facility maintenance will be factored in to the City's annual Engineering, Works and Services budget. An asset management replacement reserve will be set up for the facility on construction; within the recommended guidelines for all City of Busselton facilities.

The operational and maintenance costs for the Community Club facility (**Stage 2b of the project**) at the Vasse Sporting Complex will be met by the Vasse Community Club (Inc) *(name to be confirmed)*.

Income for the facility will rely on a combination of memberships, social activities, regional sporting and other community events and successful promotion and marketing of the club facility for hire.

The new facility will have a much wider reach in terms of physical activity opportunities for community groups and the general public. Community group hire could include indoor pursuits such as Darts and other indoor user groups.

# 3. Planning for the new Precinct

In developing this feasibility study, a range of national, state and local planning documents have been reviewed. This review provides the planning framework to enable analysis and the basis for future facility recommendations. The review included the following:

- SD6 (*Strategic Directions for Western Australian Sport and Recreation Industry 2016-20*) planning document
- Report to Sport (*Australian Sports Commission 2010*)
- City of Busselton Strategic Community Plan (*2013*)
- City of Busselton Leisure Services Plan *(2005)*
- City of Busselton Active Open Space Planning Recommendations (2013)
- Needs Assessment – Vasse Sporting Complex

## 3.1 Strategic Directions 2016–2020

Strategic Directions 2016–2020 (SD6) is a guiding framework for the next few years. The challenges and opportunities set out in the document reflect the comments and advice provided by a wide range of industry stakeholders and build upon the previous Strategic Directions 5 (2011-15) documents. SD6 has been developed to:

- provide vision and direction for WA's sport and recreation industry
- increase stakeholder understanding of emerging issues
- guide strategic planning processes for organisations
- better inform the Government of stakeholder aspirations

The SD6 framework operates in addressing the following key challenges:

- governance
- integrity and values
- public open space and urban form
- adventure and outdoor recreation
- commercialisation
- diversity in leadership and management
- financial certainty
- leveraging facilities investment
- life course and life stage participation
- monitoring, evidence and research
- participation, culture and affordability
- technology
- vital volunteers

The development of this Complex responds to the following key challenges identified in SD6:

The first key challenge Life Course and Life Stage Participation; challenge 9 relates to "*the achievement of improved participation rates in sport and recreation, and more broadly active lifestyles*." This project once completed will provide new services and facilities for approximately 520 junior sporting participants that will access the grassed sports spaces of the Vasse Sporting Precinct, as well as participants in the sports of Basketball, Netball, Tennis and Lawn Bowls. In particular the Lawn Bowlers will be truly 'life course' participants with a broad age range of 18 – 85 years of age amongst their members. The VSC on completion will be one of the first truly 'Multi-generational' facilities in the City of Busselton.

The second key challenge Public Open Space and Urban Form; challenge 3 relates to "*In order to deliver public open space which meets the needs of communities into the future we must be efficient with resources, focus on function of sites, and provide equitable access to facilities*." The construction of all elements of the VSC will address this challenge and increase in physical activity in the following ways:

**The development of new sporting facilities**
A new high quality local sports and recreation facility in Vasse will enable all of the proposed member clubs to expand and improve their program and service delivery to the Vasse sub-region. Existing ancillary facilities for all clubs are non-existent. Currently all of the clubs either train and / or compete at existing school facilities or at neighbouring facilities in Busselton. This project (Stage 1, 2a and 2b) will provide the initial essential components new facility (Lot 8113, Napoleon Promenade Kealy) for the community of Vasse, which is currently inadequate in terms of:

- No Active Public Open Space provision for training and competition; (1st stage of oval development currently being addressed in Stage 1)
- No sports lighting for training purposes for all sports; (Future stages)
- No parking and access and egress to the site for active users; (Some initial parking has been completed in Stage 1 and will be finalised in future stages)
- Facilities for changing, medical, umpire and ablution facilities for the users of the active open constructed in Stage 1 (To be completed as part of Stage 2a).
- A sports pavilion to service the Vasse Sporting Complex. This facility would provide essential storage, kiosk, kitchen / servery, meeting and function, offices, spectator viewing and additional change rooms and be an increase in the footprint of the facility to be built as part of Stage 2a

## 3.2 Report to Sport (Australian Sports Commission 2010)

In 2009 the Federal Government appointed an independent expert panel to make recommendations on the specific structures, programs and reform required to ensure the continuing robustness of the Australian Sports System entitled 'The Future of Sport in Australia'.

In response to this report the Federal Government, through the Australian Sports Commission (ASC), released a blue print for structural reform, 'Report to Sport' championing the following key initiatives:

- better alignment of the high performance system
- building a more cohesive sports system
- increasing Australia's involvement in sport
- rebuilding the value proposition for sport

Examples of Federal Government involvement to increase Australia's involvement in community sport include programs such as the 'Active After-school Communities program', 'Sports Connect' and 'Sports Ability'.

## 3.3 City of Busselton Strategic Community Plan (2013)

The development of the Vasse Sporting Complex has been identified as a key element in the City of Busselton's Strategic Community Plan 2013, classified within Strategic Priority 2, under the key result area for *'Well Planned, Vibrant and Active Places':*

- *A City where the Community has access to quality cultural, recreation and leisure facilities and services (City of Busselton Strategic Community Plan 2013)*

## 3.4 Leisure Services Plan

The *'Leisure Services Plan (2005)'* is a master planning document for the development of recreation services and the provision of facilities in the City of Busselton and has a future focus up to the year 2015. On February 14th, 2007 the Council adopted the following recommendations from the Leisure Services Plan:

> 16.1 - (1) to (6), (8) to (15), (18) to (20);
> 16.2 - (1) to (14), (18) to (24), (32) to (53);
> 16.3 - (1) to (7), (9) to (17);
>
> as contained in the Section 16 of the *Leisure Services Plan for the City of Busselton - Final Report* without amendment, to be used as a set of guiding principles for future facility and services planning within the City.

The following recommendations from the LSP have relevance to the Vasse Sporting Complex:

16.1.2 Acquisition or setting aside of land for leisure purposes

Ensure adequate Shire controlled land (nominally 6.5 Ha per location) is set aside for senior playing field provision, generally in accordance with the NMRRAC Local Active Reserve Concept Plan 2 (attached), and preferably in association with an adjacent school development in the following areas:

- Vasse/Newtown 1

16.1.7. Identify new facilities to be created in the Ambergate and Vasse areas as the long term regional sporting headquarters for soccer and cricket.

## 3.5 Active Open Space Planning Recommendations (2013)

In 2013 the City of Busselton Council adopted Active Open Space Planning Recommendations to guide the future planning of active open space facilities within the district. This followed 18 months of consultation, needs assessments, a review of the City Leisure Services Plan and a demographic analysis of individual population precincts across the City.

The facilities were assessed as either Local, District or Regional and the recommendations and designations across the region are detailed on the inside pages of the Active Open Space Planning 2013 document.

***Vasse***

The Vasse Precinct had an estimated resident population of 1,100 in 2011 and is expected to grow to 3,800 by 2021. There is no Active Open Space provision in this precinct currently; however there is some consideration for this in the future planning for the sub-division of Vasse Newtown.

The current Development Guide Plan DGP for Vasse Newtown includes future consideration for some active open space. On 24 February 2011, the Vasse Newtown Developer Contributions Staging Plan

(VNDCSP) was formally adopted by the (then) Shire pursuant to the Shire of Busselton Town Planning Scheme No. 20. This Plan outlines the Developers' responsibilities for contributing towards community infrastructure and facilities relating to the development of Vasse Newtown.

Note: Changes to the DGP and VNDCSP were made in 2014, pursuant to the development of the Vasse Sporting Complex.

In September 2011, in response to a community request for recreational facilities and land, a public meeting was held at the Vasse Hall with over 100 local residents in attendance. It was agreed at the meeting (by a show of hands) to progress a Vasse Country Club and develop the Kaloorup Road Recreation Reserve into an active open space. In October 2011 the City received the community's formal proposal for a Country Club facility in Vasse. The Council requested, via outcomes from a Councillor briefing session, that Officers investigate if the community's' needs could be incorporated into the existing VDCSP.

These investigations are complete and Officers have determined that it is feasible for the Country Club facilities, such as bowls, multi-sports (tennis, netball and basketball) and croquet (local level facility only), to be incorporated into the proposed active open space and change room facilities at the Vasse Sporting Complex. The proponents of the Vasse Country Club have been consulted in the process of developing a facility that should meet 'whole of community' needs as part of a 'master planned' sports complex.

This proposal was presented as part of the AOSPR briefing to Council in December 2012.

The key facility development strategies for Vasse Newtown include:

5. That future active open space facilities at Vasse Newtown be designated as local level facilities for junior AFL, Soccer, Rugby and other rectangular sports, and that a local level facility Community Club be progressed including but not limited to Lawn Bowls, Croquet, Tennis, Bocce and Multi Sports (Basketball, Tennis and Netball).

6. That the City, in conjunction with the Developer of Vasse Newtown, continue to work to address sustainable water supply issues for active open space areas.

7. That the City, in conjunction with the Developer and the Vasse Community, continue to review the Vasse Newtown Developers Contribution Staging Plan to obtain the best outcome for the Vasse community.

8. That the City continues to work with the Department of Education and Training (DET) to obtain on-going community access to active open spaces on or adjacent to the DET sites of Cape Naturaliste College and the Vasse Primary School in Vasse.

## *3.6 Needs Assessment – Vasse Sporting Complex*

The Needs Assessment provided the following recommendations:

- Preparation of a feasibility study to create a planning, management and operational blue print for the Vasse Sporting Complex
- The development of concept designs and cost estimates for the 'Vasse Sports Pavilion –Vasse Sporting Complex Stage 2b'

- The City of Busselton will use these concept designs and cost estimates as the basis for funding submission(s) to relevant State and Federal Government agencies for the detailed design and construction of the Busselton Vasse Sporting Complex. (*Original concepts completed*)

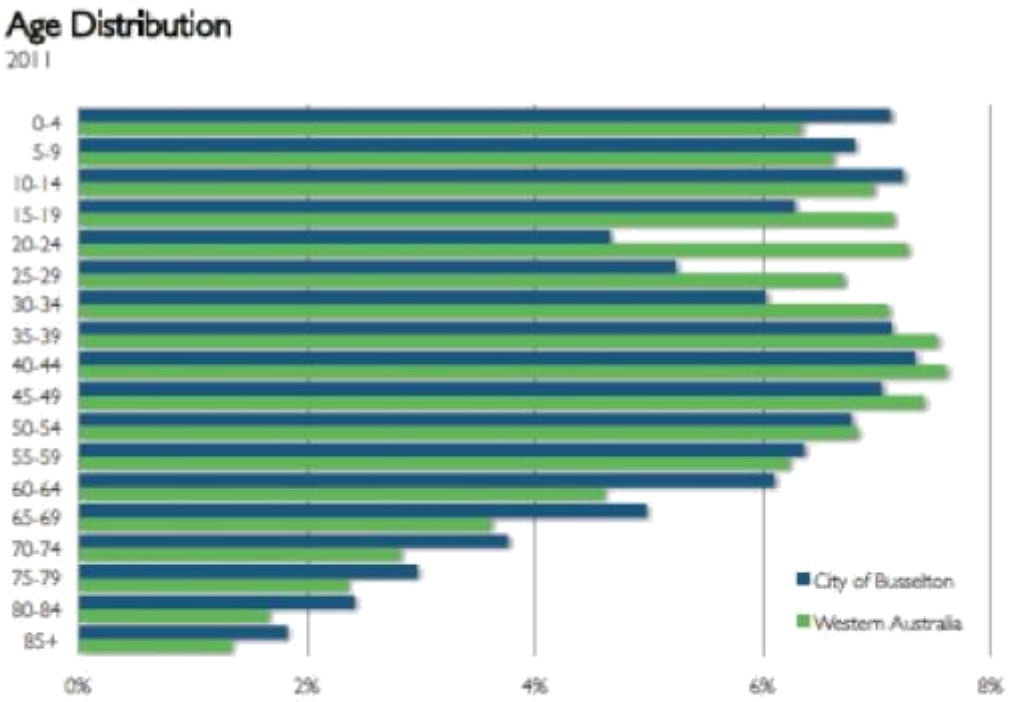
# 4. Market Analysis

## *4.1 Current Population*

The City of Busselton had an estimated resident population of 34,290 in 2013 according to the Australian Bureau of Statistics, with the City's average annual growth rate over the past 20 years being in excess of 4%, one of the highest sustained growth rates for a regional area in Australia. Approximately 67% of the total City population is located in the town of Busselton.

The City of Busselton had a significant proportion of its population in 2011 that could utilise the Vasse Sporting Complex, according to the Australian Bureau of Statistics, with approximately 27% of the population 0- 19 years and approximately 45% of the population 20-54 years of age.

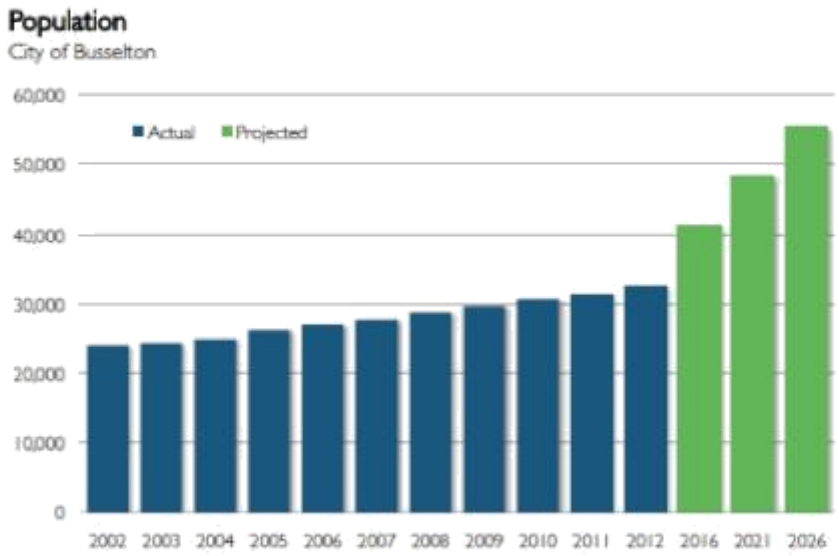
Figure 4. Age Profiles – City of Busselton




## *4.2 Projected Population*

Over the period to 2026, the population of the City of Busselton is expected to increase by 22,782 persons – or an average annual rate of 3.9% – to a level of approximately 55,300 persons.
The forecast annual growth in population for the City of Busselton is significantly higher than the averages for the South West region (2.5%) and Western Australia (1.7%).

Figure 5. Projected Population – City of Busselton




4.3

## *Summary*

A population growth rate of approximately 4% annually in the City of Busselton is being reflected in the rapid increase in participation that is being experienced by the sports of cricket, soccer and junior AFL in Busselton. The Vasse Junior Football Club has experienced a significant growth rate in active participation over last 4 years, from club foundation to over 100 active member participants. The growth in cricket as a sport has been steady and it is expected that improved facilities will continue this progression going forward.

# 5. The Case for the Vasse Sporting Complex

The adoption and development of Active Open Space Planning Recommendations, was the pre-cursor to the development of the Vasse Sporting Complex. In 2013 the City of Busselton Council adopted Active Open Space Planning Recommendations to guide the future planning of active open space facilities within the district. This followed 18 months of consultation, needs assessments, a review of the City Leisure Services Plan and a demographic analysis of individual population precincts across the City.

The facilities were assessed as either Local, District or Regional and the recommendations and designations across the region are detailed on the inside pages of the Active Open Space Planning 2013 document. As a result, community consultation has been undertaken with prospective users of the new Active Precinct. The Needs Assessment for this precinct has been completed with the following included in the study scope:

- A review of the City of Busselton's existing Leisure Services Plan
- An identification of services and facilities that needed but not currently provided
- An identification of facilities and services in the Busselton township

- An examination of current usage of facilities and grounds together with recommended future planning options
- An assessment of the quality and level of service provision at each facility

## 5.1 Options for the Future of proposed users of the Vasse Sporting Complex

In making the decision to choose Vasse as the new location of the club, several options were considered by the City and the users including:

Utilise existing facilities in Vasse - Staff proceeded to review the reserve lands (and other possible sites) within Vasse and surrounding localities area for a likely venue, with the following land parcels considered.

These options were not considered feasible because:

1. *Newtown Oval*

- Site is too small (10,000m$^2$ or 1 hectare (ha) of developable space)

2. *Cape Naturaliste College School Oval*

- City could not get agreement from DoE to develop this facility
- The school facilities would not meet the integrated needs (or allow) of a community facility supporting intergenerational facilities such as junior sport, lawn bowls and multi-purpose courts.

Transport to another District Facility in the region – The nearest facilities in the region is Churchill Park, Barnard Park and Sir Stewart Bovell Park; all of which are located in Busselton. These options were not considered feasible because:

- The City Council have designated Churchill Park as a future events venue (accommodating the Busselton Trotting Club and the Southern Districts Agricultural Society) and as such anchor tenant developments for the 'Vasse Sporting Complex' be considered for other current / future sporting facilities in the City.
- The City Council have designated Sir Stewart Bovell Park as the long term district headquarters for football (AFL), hockey, diamond sports and athletics. As a result of the existing sports identified this venue does not have the capacity to accommodate the proposed users of the 'Vasse Sporting Complex' as anchor tenants at this venue.
- The City Council have designated Barnard Park as the long term district headquarters for Rugby, active sporting events and the Busselton Fire and Rescue Service competition running division. As a result of the existing sports identified this venue does not have the capacity to accommodate the proposed users of the 'Vasse Sporting Complex' as anchor tenants at this venue

Renovate/convert/ extend an existing facility – As per the above example, all other Active Open (Sports) spaces in Busselton are at capacity, servicing the population within their catchment areas. As such it is not feasible to renovate/convert or extend these facilities.

Create a new Sporting Complex – Given that there is a rapidly growing population in Vasse, the development of new localised sports facilities is the most practicable, reasonable and feasible solution. As such, concept and design plans have been developed for the Vasse Sporting Complex and have gone through a process of rigorous community consultation and professional officer development and consideration.

# 6. Draft Management Plan

The organisational profile of the proposed Vasse Community Club (Inc) *(name to be confirmed)* will meet specific community, social and environmental objectives developed in consultation between the clubs and the City. In particular the proposed facility will provide a "community hub" for community, recreation and sporting opportunities within the proposed "Vasse Sporting Complex" as well as providing a co shared sports facility able to respond to population growth and changes in community demographics in the long term, and resulting in a sustainable and inclusive community facility that contributes to the health and well-being of Vasse residents.

## *6.1 Management and Staffing – Stage 1, 2a, 3 and 4 (Active Playing Fields, Public Toilets / Change rooms and Sports Lighting)*

In terms of Stage 1, 2 and 3 of this project, these facilities will be managed and maintained by the City of Busselton, as per the City's annual 'seasonal ground hire' and facility management processes. Ground and facility maintenance will be factored in to the City's annual Engineering, Works and Services budget and is based on industry standards and historical City financial information for recreational facilities of this type.

The City currently employs a full time Bookings Officer to manage all active public open space bookings throughout the City. This includes a 'Seasonal Ground Hire' application process, which occurs twice yearly for summer and winter sporting seasons. The City also employs a full time Community Development Coordinator that manages club issues and opportunities, club development and future recreation facility planning.

From a maintenance perspective the City also has a full time parks and gardens and facilities management team that are specifically focused on community facilities such as the Vasse Sporting Complex. These officers are involved in everything from ground to facility maintenance, line marking (at the start of each season) and the maintenance and erection of goals.

In terms of the building facility maintenance (Stage 2a) the City has full time Officers to undertake scheduling and implementation of smaller maintenance projects. In terms of larger building maintenance and weekly cleaning schedules these Officers also project manage contractors to come in and undertake these services.

## *6.2 Management and Staffing – Stage 2b (Vasse Community Club Inc.)*

The intent for this project is to form an incorporated Community Club to secure a long-term lease for the site and be an overarching management committee, which will provide management of the facility for proposed regular users, as well as providing a "community hub" for the Vasse Community.

The draft management plan was formulated by the Vasse Sporting Complex Working Group (VSCWG) with representation from the City of Busselton, Vasse Lawn Bowls Club, Vasse Royals Junior Football Club (VRJFC), Vasse Auskick Centre, Vasse Junior Soccer Club (VJSC), Vasse Junior Cricket Club (VJCC), Vasse Senior Cricket Club (VSCC) and Vasse based Netball teams working collaboratively. The preferred model is

for joint management with an executive committee (See Attachment A.3) to manage the overall facility. Possible structure and function of this committee is suggested as:

- Structure – Community Club Executive Committee (2 members from each member club)
- City of Busselton representative (Possibly a Council member)
- Combined Development Plan
- Combined Facility Plan
- Overall Operational expenditure and revenue projections
- Facility Bank account

The Executive Committee will provide strategic direction for management, booking and maintenance of "shared areas" such as the kitchen and function areas and the coordination of "shared services" such as the payment of utility bills.

The individual club committees of the VRJFC, VJSC, VJCC, VSCCC and Vasse Lawn Bowls Club sitting in the organisational structure underneath this committee and be responsible for the following:

- Structure - Club executive (as per constitution)
- Individual Club Development Plans
- Individual Club Facility Plans
- Individual Operational expenditure and revenue projections

Long term, the day to day operational management of the club is envisaged as being conducted by a Facility Manager. This role could be voluntary and part time initially to oversee the booking, marketing and maintenance of "shared areas" such as the kitchen and function areas, the active open spaces as well as the coordination of internal community programs. It is projected that this role as the club develops could become a paid position. This role will liaise with key agencies (Football West, Western Australian Football Commission, WACA, City of Busselton, Department of Sport and Recreation) and could apply and administer grant and funding applications.

### 6.2 Programs and Services

The proposed regular member programs at the Vasse Sporting Complex will (eventually) include:

- Junior Soccer on a rotation basis of either 2 full size pitches, and up to 6 junior (small sided game) pitches;
- Junior and Senior Cricket to accommodate 2 senior teams and 4 junior teams across 4 age divisions, as well as accommodating the Junior Cricket feeder program 'in2cricket';
- Junior AFL programs for 103 participants from 7 to 14 years of age;

- Lawn Bowls program for 'life course' participants with a possible age range of 18 – 85 years amongst their members
- Multi-purpose courts enabling training and community participation in programs such as Tennis, Basketball and Netball

With the potential for the following additional services and programs which are not currently being offered in Vasse:Active Playing Spaces

Two (2) north-south oriented AFL ovals PLUS one (1) 'incorporated' (separately line-marked and posted) full competition-sized AFL oval generally oriented on an east-west axis across the same, contiguous grassed areas;

One (1) north-south oriented, senior cricket oval, 'incorporated' seasonally within the same contiguous grassed area accommodating the AFL ovals (as described above);

Two (2) soccer/rugby pitches, 'incorporated' seasonally and/or through sporting club scheduling within the same contiguous grassed area (as described above);

Sports lighting to all active playing spaces

All proposed users of the 'Vasse Sporting Complex' have no sports lighting at current competition / training venues. It is proposed that training / competition sports lighting to a luminance rating of 50 lux for luminance rating of 50 lux for sports such as AFL and rectangular sports. This will provide for an increase in scope in terms of active playing capacity, due to an ability to increase scheduling beyond daylight hours into the future.

Other Sporting and Recreational needs

Three (3) multi-purpose (basketball/netball/tennis) courts;

Two (2) competition-standard bowling greens

Community Amenities

Stage Two (2a) of the VSC facilities was successfully funded by the Department of Sport and Recreation's 2016/17 Community Sport and Recreational Facilities Fund Annual Grant round. Stage 2a provides essential changing, medical, and umpire and ablution facilities for the users of the active open space constructed in Stage 1.

Stage Two (2b) development of the VSC Sports Pavilion (subject of this application) would provide essential storage, kiosk, kitchen / servery, meeting and function, offices, spectator viewing and additional change rooms and be an increase in the footprint of the facility to be built as part of Stage 2a

## 7. Concept Design

The development of a preliminary concept design and cost estimates for the Vasse Sporting Club have been developed using the following methodology:

1. City of Busselton Technical Design and Major Projects Team

In terms of Stage 1 and 2 of this project, City of Busselton technical design staff has developed in-house engineering concept designs and cost estimates for the overall precinct in consultation with the engaged project Architect. These engineering designs and cost estimates include re-developed active playing fields including irrigation systems, kikuyu turf, roads, parking and hydro-zoned landscaped areas. Where external suppliers are to be required, the City has sourced where possible two written quotes for these infrastructure requirements. These financial estimates are based on local government industry best practice financial modelling.

2. The formation of the Vasse Sporting Complex Working Group (VSCWG)

Concept design has come from the formation of the Vasse Sporting Complex Working Group (VSCWG) with representation from the City of Busselton, VRJFC, VJSC, VJCC, VSCCC and Vasse Lawn Bowls Club. Their methodology focused on:

VI. The development of Terms of Reference for the VSCWG

VII. Meetings of the VSCWG to develop the needs assessment and feasibility study scope

VIII. Internal consultation within the club membership to determine future direction

IX. Circulation and sharing of Information that could be used in the development of a concept design and cost estimate for the future 'Vasse Sporting Complex'

3. The development and endorsement of the VSCWG terms of reference

All members of the VSCWG agreed that the Terms of Reference was an accurate representation of the role and function of the group. These roles and functions included:

- Development of the project scope Vasse Sporting Complex project. This included actively looking at potential management options and the feasibility of co-sharing with other sporting partners as part of the new facility
- Development of future facility needs for all users on Lot 8113, Napoleon Promenade, Kealy
- The development of a Feasibility Study for the 'Vasse Sporting Complex'
- Preparation of needs analysis and open space planning information. This would enable the City of Busselton to use these concept designs and cost estimates as a basis for funding submission(s) to the relevant State and Federal Government agencies for the detailed design and construction of the Complex.

## 8. Location Rationale

Existing sport and recreational facilities in the City of Busselton were audited by the City and none of these facilities other than the selected site were found to have the space requirements (approximately 50000m$^2$ or 5.0 Ha) in close proximity to the Vasse communtiy needed by the new facility.

Staff proceeded to review the reserve lands within the greater Busselton area for a likely venue, with the following land parcels considered.

These options were not considered feasible because:

Churchill Park

- Churchill Park has been designated by the City of Busselton as a future events venue (accommodating the Busselton Trotting Club and the Southern Districts Agricultural Society)
- Anchor tenant developments as proposed as part of the 'Vasse Sporting Complex' are to be considered for other current / future sporting facilities in the City

Sir Stewart Bovell Park

- The City Council have designated Sir Stewart Bovell Park as the long term regional headquarters for football (AFL), hockey, diamond sports and athletics
- As a result of the existing sports identified this venue does not have the capacity to accommodate the proposed users of the 'Vasse Sporting Complex' as anchor tenants at this venue.

Sir Stewart Bovell Park extension – land immediately south of Bovell Park currently privately owned (Vines property)

- Size relatively unlimited
- Would require freehold purchase for future recreation reserve
- Currently used for cattle grazing and the Southbound Concert
- Water availability still to be determined

Ambergate future POS

- Future District Open Space allocated in Development Guide Plan
- Future development not expected to commence for at least 5-6yrs and potentially longer
- Single sport complex of this size unlikely to be supported by the on- site community needs generated by the estate

Provence POS - Yalyalup

- All POS allocated existing uses in current draft Development Guide Plan
- Future feasibilities required to identify land of the required size to accommodate this facility
- Developer contributions would assist towards funding of agreement could be reached with all parties
- Not in close proximity (>10km away) to Vasse, and designed to service the needs of Provence and surrounding residents.

At the conclusion of the review process conducted above of reserve lands within the greater Vasse area, Lot 8113, Napoleon Promenade, Kealy WA was the preferred location.

## 9. Design / Technical Evaluation

The design and technical evaluation of the Complex has been considered as part of the original design developed as part of the '*Vasse Sporting Complex Facilities Concept*' (See Attachment A.2)

## 10. Capital Costs / Financials

### *10.1 Capital Costs*

Figure 6. Capital Costs Barnard Park Sports Pavilion Stage 2

# CITY of BUSSELTON

*Engineering and Works*

*Construction Costing Calculation Sheet*

| JOB DESCRIPTION | Job No. |
|---|---|
| City Of Busselton | |
| Foreshore Upgrade | N/A |
| **SECTION OF WORKS** | **BUDGET** |
| Barnard Park Community Club facilities - Stage 2 | N/A |

| COSTING FOR: | |
|---|---|
| Level 2 - include meeting rooms, office space, function room and a kitchen | Amount |
| **Buildings** | |
| Alterations to existing | $53,544 |
| Substructure | $11,208 |
| Columns | $8,499 |
| Staircases | $13,014 |
| Roof | $78,456 |
| External walls | $106,291 |
| External Door | $8,446 |
| Windows | $34,633 |
| Internal Walls | $28,153 |
| Internal Screens | $4,781 |
| Internal Doors | $13,067 |
| Wall Finishes | $20,238 |
| Floor Finishes | $43,292 |
| Ceiling Finishes | $52,481 |
| Fitments | $21,141 |
| Special Equipment | $119,517 |
| Sanitary Fixtures, Water supply and Plumbing | $45,310 |
| Fire Protection | $2,390 |
| Mechanical Services | $94,498 |
| Electrical services | $110,381 |
| Transport Systems | $50,463 |
| External Works and Services | $72,932 |
| Builders Preliminaries | $119,517 |
| Design Contingency | $111,549 |
| Construction Contingency | $83,928 |
| Cost Escalation 5% | $65,331 |
| | |
| **Total meeting room, kitchen, office and function space** | **$ 1,373,060** |

## *10.2 Capital Funding*

The potential sources of funding for this project include:

- Local Government funds both through direct and grant contributions (**All Stages**)
- Individual club funding contributions (**Possible Stage 2b for fit out and Stage 5 Lawn Bowls**)
- Funding from State Sporting Association contributions (**Possible future stages**)
- State Government grants through either the Community Sporting and Recreation Facilities Fund (Grant for the 2017/18 – 2019/20 Triennium) or Royalties for Region program

## *10.3 Financials – 1, 2a, 3 and 4 (Active Playing Fields, Sports Lighting and Public Toilets / Change rooms)*

The new Active Playing Fields (and other non-leased facilities) will be managed and maintained by the City of Busselton, as per the City's annual 'seasonal ground hire' and facility management processes. Ground and facility maintenance will be factored in to the City's annual Engineering, Works and Services budget and is based on industry standards and historical City financial information for recreational facilities of this type. Indicative on-going operational costs for this facility include as follows:

Figure 7. On-going operational costs Active Playing Fields and Public Ablutions Vasse Sporting Complex

| Projected Operational Expenses - Vasse Sporting Complex | | | | |
|---|---|---|---|---|
| **Revenue:** | | **2016/17** | **2017/18** | **2018/19** |
| | City Ground Hire Booking Fees | 1,700.00 | 1,768.00 | 1,838.72 |
| | **Total Revenue:** | 1,700.00 | 1,768.00 | 1,838.72 |
| | | | | |
| | | | | |
| **Expenditure:** | | | | |
| Parks and Gardens | | | | |
| | Licence Fees (PPCA) | 60.00 | 62.40 | 64.90 |
| | Wages | 15,630.00 | 16,255.20 | 16,905.41 |
| | Purchase Materials | 525.00 | 546.00 | 567.84 |
| | Electricity | 4,148.00 | 4,313.92 | 4,486.48 |
| | Public Liability Insurance | 1,652.00 | 1,718.08 | 1,786.80 |
| | Plant Charge | 4,728.00 | 4,917.12 | 5,113.80 |
| | | | | |
| | Plant Depreciation | 3,874.00 | 4,028.96 | 4,190.12 |
| | Public Works overheads | 17,003.00 | 17,683.12 | 18,390.44 |
| | Recreation Reserve Maintenance | 4,649.00 | 4,834.96 | 5,028.36 |
| | Contract and Consultancy Staff expense | 2,039.00 | 2,120.56 | 2,205.38 |
| | Water Consumption | 150.00 | 156.00 | 162.24 |
| | Water Meter Rental | 324.00 | 336.96 | 350.44 |
| | ESL Levy | 58.00 | 60.32 | 62.73 |
| | Service Level Contingencies (20%) | 10,846.00 | 11,279.84 | 11,731.03 |
| Facilities | | | | |
| | Building Maintenance | 1,955.00 | 2,033.20 | 2,114.53 |
| | Builidng Cleaning Materials | 250.00 | 260.00 | 270.40 |
| | Contract Builidng Cleaning Costs | 6,000.00 | 6,240.00 | 6,489.60 |
| | Contractors | 1,600.00 | 1,664.00 | 1,730.56 |
| | Electricity | 461.00 | 479.44 | 498.62 |
| | Water Consumption | 7,807.00 | 8,119.28 | 8,444.05 |
| | Water Meter Rental and Supply | 347.00 | 360.88 | 375.32 |
| | Building Insurance | 1,807.00 | 1,879.28 | 1,954.45 |
| | Public Liability Insurance | 309.00 | 321.36 | 334.21 |
| | **Total Expenses:** | 86,222.00 | 89,670.88 | 93,257.72 |
| | | | | |
| | | | | |
| | **Net Expenses:** | -84,522.00 | -87,902.88 | -91,419.00 |
| | | | | |

## *10.4 Financials – Stage 2b (Vasse Sports Pavilion)*

It is the intention of the City of Busselton, once the funding has been secured from a variety of sources for Stage 2b, to commence the formation of the 'Vasse Community Club (Inc)'. The City of Busselton will utilise resources from existing working party to develop the future organisation's constitution, apply for incorporation and ultimately elect members of the board. It is expected that key members of each of the stakeholders from the 'Vasse Sporting Complex' will be actively involved in this process.

It is proposed that the Vasse Community Club (Inc) secures a long-term lease for the site and be an overarching management committee, which will provide management of the facility for proposed regular users, as well as providing a "community hub" for the Vasse district and surrounds.

The members of the Vasse Recreational Facilities Working Group (VSCWG) with representation from the relevant sporting and recreational bodies, Vasse Primary School and Cape Naturaliste College, the Perron Group (Vasse land developer), the Vasse and District Community Centre committee, and interested local residents have met on several occasions to discuss all planning related matters for the project including on-going financial management.

The Staging Plan (draft) for the Vasse Sporting Complex is as follows:

## 11. Project Staging

It is predicted that construction will be staged as follows:

1. **Stage 1 –** The construction on Lot 8113 of the western-most (north-south oriented) junior AFL oval (sports space), landscaping and initial stages of car parking *(under completion)*

2. **Stage 2a** - Successfully funded by the Department of Sport and Recreation's 2016/17 Community Sport and Recreational Facilities Fund Annual Grant round. Stage 2a provides essential changing, medical, and umpire and ablution facilities for the users of the active open space constructed in Stage 1*(Funded not yet constructed)*

3. **Stage 2b** – A sports pavilion to service the Vasse Sporting Complex. This facility would provide essential storage, kiosk, kitchen / servery, meeting and function, offices, spectator viewing and additional change rooms and be an increase in the footprint of the facility to be built as part of Stage 2a

4. **Stage 3** (*Not yet confirmed*) - The second of the north-south oriented AFL ovals; 'incorporating' (separately line-marked and posted) full competition-sized AFL oval generally oriented on an east-west axis across the same, contiguous grassed areas; and north-south oriented, senior cricket oval, 'incorporated' seasonally within the same contiguous grassed area accommodating the AFL ovals (as described above);

5. **Stage 4** (*Not yet confirmed*) - Sports lighting for the active playing fields (sports spaces) to a luminance rating of 50 lux for sports such as AFL and rectangular sports.

6. **Stage 5** (*Not yet confirmed*) - 2 competition-standard bowling greens and 3 multi-purpose courts

## 12. Sustainability

### 12.1 Economic

The 'Vasse Sporting Complex' will be a co-location of five existing clubs the Vasse Sporting Complex will include the following groups sharing the publically accessible facilities:

- Vasse Royals Junior Football Club (VRJFC)
- Vasse Auskick Centre
- Vasse Junior Soccer Club (VJSC)
- Vasse Cricket Club (VCC) – Junior and Senior teams
- Vasse Magpies Netball Club

- Vasse based teams from the Busselton Amateur Basketball Association
- Vasse School Hockey Group.
- Vasse Lawn Bowls Club (To be formed 'officially' in the future)

There is a great opportunity to provide economic impact by providing a facility that is strategically placed as a "community hub" in Vasse and surrounding localities of Abbey and Broadwater. This includes the facility having the potential to host community and district / regional events.

There will be minimal economic impact to other facilities, clubs or businesses as a result of the development of the 'Vasse Sporting Complex', as the facilities proposed will enhance the foreshore precinct and not be in direct competition with other land uses.

### 12.2 Environmental

The Complex will be designed and constructed with a view of the following environmental design considerations:

- Consideration in the design where possible to protect existing vegetation, with a plan for revegetation of any removed vegetation;
- Consideration in the design where possible for the collection of rainwater to supplement the water needs of the active playing fields, overall environmental performance and response to climate change.

### 12.3 Social

The Community Club will provide a new focal point on the Busselton Foreshore as a new "Community Hub". It is projected that attendance figures will be in excess of 1000 people weekly. These projections include the combined membership of proposed users, potential weekly facility hirers and event users of the facility.

## 13. Revisit Needs Assessment

The demand for improved and expanded facilities for all of the proposed users of the 'Vasse Sporting Complex' is real and pressing particularly when viewed in the context of:

- population growth,
- individual sport growth rates and
- The clubs involved have no dedicated amenities or club facilities.

The opportunity provided by the associated re development of Busselton's foreshore will bring economic and social benefits to the local community while increasing the economic sustainability of the region and its attractiveness to visitors is one not to be missed. It provides the impetus and the opportunity for a move that will allow increased capacity and future participation opportunities for all the clubs to be based at the 'Vasse Sporting Complex'. This precinct, as outlined in this feasibility study, provides the best way forward to meet community needs over the long term.

# 14. Recommendations

1. That the City of Busselton acknowledges the need and feasibility of planning for and developing the 'Vasse Sporting Complex' Lot 8113 Napoleon Promenade Kealy WA 6280.

2. That the (draft) Staging Plan for the 'Vasse Sporting Complex' be approved in principle and be as follows"

**Stage 1 –** The construction on Lot 8113 of the western-most (north-south oriented) junior AFL oval (sports space), landscaping and initial stages of car parking *(under completion)*

**Stage 2a** - Successfully funded by the Department of Sport and Recreation's 2016/17 Community Sport and Recreational Facilities Fund Annual Grant round. Stage 2a provides essential changing, medical, and umpire and ablution facilities for the users of the active open space constructed in Stage 1 *(Funded not yet constructed)*

**Stage 2b** – A sports pavilion to service the Vasse Sporting Complex. This facility would provide essential storage, kiosk, kitchen / servery, meeting and function, offices, spectator viewing and additional change rooms and be an increase in the footprint of the facility to be built as part of Stage 2a

**Stage 3** (*Not yet confirmed*) - The second of the north-south oriented AFL ovals; 'incorporating' (separately line-marked and posted) full competition-sized AFL oval generally oriented on an east-west axis across the same, contiguous grassed areas; and north-south oriented, senior cricket oval, 'incorporated' seasonally within the same contiguous grassed area accommodating the AFL ovals (as described above);

**Stage 4** (*Not yet confirmed*) - Sports lighting for the active playing fields (sports spaces) to a luminance rating of 50 lux for sports such as AFL and rectangular sports.

**Stage 5** (*Not yet confirmed*) - 2 competition-standard bowling greens and 3 multi-purpose courts

3. That an application for Stage 2b be made for a Community Sporting and Recreation Facilities Fund Forward Planning Grant for the 2017/18– 2019/20 Triennium, with applications closing 12 August 2016.

Appendix 6 Terms of Reference VRFWG

# VASSE RECREATIONAL FACILITIES WORKING GROUP
## TERMS OF REFERENCE

BACKGROUND

The 'Vasse Recreational Facilities Working Group' (to be referred to herein as the 'Working Group') will be coordinated and convened by the City of Busselton. It will be comprised of representatives of the City of Busselton and actively interested members of relevant local community, sporting and recreation groups.

The Working Group is being formed in response to a resolution of the Council made at its Meeting of 25 March 2015 regarding:

1) Proposed modifications to the current *Vasse Development Guide Plan* to reflect the development of a consolidated and contiguous (approx.) 5 ha area of land - between the Wadandi Trail and Napoleon Promenade, and between Mellidonis Crescent and the Buayanup Drain - for active recreation and associated community purposes. This area of land is currently referred to as the 'Vasse Community and Recreation Precinct' ('VCRP');
2) Proposed modifications to the *Vasse Developer Contributions and Staging Plan* allocating the majority of both existing and future contributions funding towards the development of the VCRP;
3) The coordination of a Working Group in relation to these matters.

ROLE

The primary role of the Working Group will be to assist the City of Busselton in respect to the allocation, timely provision and/or development of active sporting and recreation facilities within the Vasse development area, with a particular focus on the proposed VCRP.

An important additional role of the Working Group will be to offer constructive suggestions and advice to the City of Busselton based on first-hand local knowledge and experience, and to provide a representative forum in which to discuss all relevant matters raised by the City, including (but not limited to):

- Local community (and district) needs for specific types of sporting and recreational facilities at Vasse;
- Local community (and district) needs for specific types of infrastructure and other capital works associated with the provision of sporting and recreational facilities at Vasse;
- The improvement, upkeep and maintenance of sports and recreation facilities at Vasse;
- The identification of potential funding or grants opportunities to assist the City with aspects of financing the development and maintenance of community sports and recreation facilities at Vasse;

- The eventual formation of an 'incorporated body' - to assume certain responsibilities on behalf of those sporting and recreation groups, clubs and associations directly involved - for facilities management, fund-raising activities and the like within the established VCRP.

MEMBERSHIP (Total: 15)

The Working Group shall be comprised of a representative 'cross-section' of relevant interested parties, viz:

| | |
|---|---|
| 1 x representative: | City of Busselton (CoB) Community Services; |
| 1 x representative: | CoB Engineering and Works Services; |
| 1 x representative: | CoB Strategic Planning & Development Services; |
| 1 x representative: | Vasse & District Community Centre committee; |
| 1 x representative: | Vasse Primary School; |
| 1 x representative: | Cape Naturaliste College; |

1 x representative from actively engaged, locally-based (or prospectively locally-based) sporting groups, such as:

- Soccer
- AFL
- Hockey
- Netball / Basketball
- Cricket
- Bowls
- Tennis

1 x representative from the Perron Group (being the current major land developer for the Vasse development area);
1 x local resident with a strong and abiding interest, and active engagement, in the local Vasse community.

DUTIES OF OFFICERS

Meetings of the Working Group will be chaired by an Officer from the City of Busselton Community Services department and conducted according to the Terms of Reference and the City's Code of Conduct.

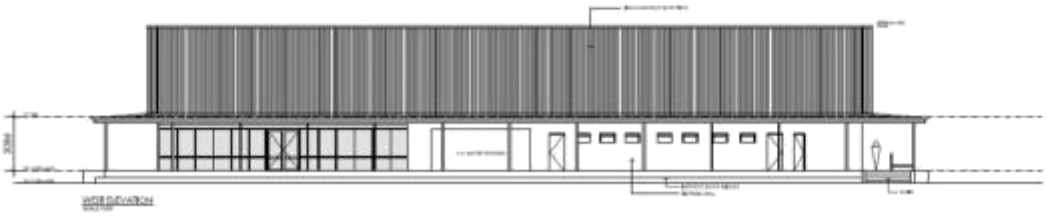
The City of Busselton will assume responsibility for all scheduling and notification in respect to Meetings of the Working Group, along with the timely preparation and distribution of Agendas and Minutes.

FREQUENCY OF MEETINGS

It is suggested that Meetings of the Working Group be held, initially, on a monthly basis. Meetings will be held at an appropriate time and venue in the Vasse locality, at the discretion of the City of Busselton.

Appendix 7 Draft Management Plan

# Vasse Community Club (Inc)



# Management Plan 2018-2023

Our whole Community wins

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## 1.0 Executive Summary

The members of the Vasse Recreational Facilities Working Group have developed a Five Year Draft Management Plan 2018-2023 to prepare the club for facility handover and first five years of operations at Vasse Sporting Complex. Prior to the development of this facility, many of the participating associations have had either inadequate or no club facilities at all. It is expected that members of the VRFWG will ultimately make the inaugural committee of the Vasse Community Club (VCC).

The construction, development and ultimately management of this facility are subject to state funding for the project. This funding has yet to be acquired.

The Management Plan has been written to clearly defined objectives and desired outcomes to help the club's management focus on and achieve those outcomes.

## 2.0 The Plan

- Identifies the values the club intends to champion
- Describes the environment and parameters in which the club operates
- Defines objectives that reflect the values of the club
- Identifies areas the club needs to focus on in order to achieve those objectives
- Identifies the strategies to strengthen the areas identified

## 3.0 Vision

The Vasse Recreational Facilities Working Group (VRFWG) have a vision that it will be a well-managed, all-inclusive premier sporting and community club in the Vasse area fostering and developing the sports of Soccer, Cricket, junior AFL, Lawn Bowls and other active sports. The Vasse Sporting Complex will be strategically placed as a "community hub" as headquarters for event administration for major annual sporting and cultural events.

## 4.0 Mission

To create, maintain and grown an organisation that encourages membership, participation, enjoyment and excellence in sport, events and participation in the Busselton Community.

## 5.0 Values

VCC values

- Participation
- Excellence
- Enjoyment
- Community
- Inclusiveness
- Communication

## 6.0 Management / Operations

Current recreation facility management trends seek to achieve a "Sustainable Management Model" which implements organisational structures, systems and processes that promote economic, social and environmental responsibility for the whole of a complex such as Vasse Sporting Complex.

Benefits of adopting a Sustainable Sport Management approach include:

- reducing capital costs by avoiding unnecessary materials and systems;
- reducing operating costs through energy and water consumption;
- recognising that the resident organisations at Vasse Sporting Complex have a need to
- achieve financial viability;
- increasing opportunities by attracting new users (e.g. additional residents) / members / customers;
- improving rates of user / member / customer retention;
- Boosting staff / volunteer satisfaction from working at a sport and recreation precinct that is
- progressive and values user ideas;
- Building a positive public reputation / image leading to publicity and sponsorship opportunities for both the facilities and resident organisations.

In essence the "triple bottom line" concept of sustainability requires a facility management approach that addresses economic, social and environmental issues in an integrated fashion.

### 6.1 Governance

The VCC will be directly governed by an elected committee of management from its key stakeholder group. This means that the VCC will lease the club facilities from the City of Busselton. The basic principles of this arrangement are:

- A legally incorporated body is formed to oversee management of the facility with delegated Responsibilities;
- A Deed of Delegation is drawn up, providing terms of reference and establishing the limit of delegated authority;
- Ultimate responsibility for the actions of the management body rests with Council;
- The management body is required to report regularly to Council, usually annually;
- Council retains some control over the policies of the complex whilst not involved in the day today management;
- Organisations involved using the complex have a say in its management;
- Conflicts are resolved in a committee situation;
- Council underwrites the operation of the management body particularly in terms of finances and Insurances.
- The Committee of Management must consist of at least one member from each affiliated sport that is represented at the VCC.
- Affiliated sports have their own committees to organise the conduct of sport related activities. The relevant committees then report on-going activities to the committee. Such sport is to be conducted within the competition and by-laws of the governing body of that sport.

The Committee (all Volunteers) could consist of the following positions:

- President
- Vice President
- Social / Marketing coordinator
- Soccer representative
- Cricket representative
- Lawn Bowls representative

- AFL representative
- Secretary
- Membership coordinator
- Volunteers coordinator

The management committee have one meeting per month and conduct a normal agenda. Agenda items include:

- Business Arising
- Club manager's report (More information below in operations)
- Portfolios reports
- Finance report (on the different sections), which will be presented by the Treasurer with assistance from the P/T paid position of Book keeper)

### 6.2 Portfolios

As the VCC has a diverse range of sporting and event related interests and commitments it requires a diverse range of portfolios to operate efficiently. Some of the portfolios to be considered as part of the administration of the VCC include:

- Sports operations – Each of the sport specific representatives on the Committee of Management will provide a monthly report on the operations of each sport. This would include a brief report on activities and any 'hotspots' in terms of finances, risk or other issues in terms of usage of the facilities.
- Financial operations – The Secretary will provide (based on a report developed by a paid book keeper) a monthly statement of the club's operating position (actuals vs. budget).
- Volunteer management – Volunteer management will be a key consideration in the development and on-going success of the clubs' operations. Volunteers will be needed for a number of key events, activities and initiatives; particularly on initial set up when there may be a requirement to keep the costs of paid staff lower until revenue generating activities gather some momentum. The Volunteers coordinator will provide a monthly report on the status of these volunteer activities and highlight on-going volunteer requirements.
- Membership – A membership coordinator will be a critical position to ensure that all the different types of members are being adequately catered for. The Membership coordinator will provide a monthly report on the number of memberships and the status of member activities and highlight future membership drives.
- City of Busselton Liaison (events, facilities and parks and gardens), General Bookings, Liquor and Catering and Marketing – A paid facility manager will undertake all of these portfolios. A report will be presented by the facility manager at each monthly meeting on these items.

### 6.3 Operations

**6.3.1 Staffing / Human Resources**

- Club Manager (Part Time position initially with an aim for Full Time long term). The role is specifically a facility manager who promotes, markets, and books the facility and is a key liaison with the City. This position, subject to budget would consist of standard (core) hours and 'flexible' hours to provide management support at key weekend and night time functions.
- Book Keeper (**Long term** Paid position).
- Cleaner (Paid position) Subject to usage patterns.
- Committee and sub-committee members are volunteers
- Bar Staff and Chef are paid on a casual needs basis.

**6.3.2 Calendar of events and activities / Budget cycles**

The club operates from financial year to financial year. Key events are as follows:

- April 20xx- Clubs submit their annual calendar of events to the Club Manager/ and or board of Directors.
- May 20xx – The annual calendar of events is posted on a large 'board' inside the club facility for all to see
- May 20xx – Clubs submits their facility related operating budgets (and proposed Capital)to the Committee for consideration
- June 20xx – The Committee develops the overall facility operating budget for the upcoming financial year.

**6.3.3 Finances**

The VCC Committee of Management from a financial perspective are primarily concerned with meeting the on-going operational expenses of running the VCC facility. This includes major on-going expenses such as loan funds and utilities, as well as other operational overheads. It is expected that the Vasse Sporting Complex will service the localities of Vasse, Broadwater and Abbey.
Should there be any additional funds over and above these requirements; the Committee of Management may choose to re-distribute some of these funds to the individual clubs to assist them with their sports development needs and aspirations.

**6.3.4 Membership types**

It is proposed that there are several different types of memberships of the VCC. Membership is open to anyone wishing to further the development of the VCC. Any person seeking membership should make application to the club of their choice. All membership applications will be submitted to the Committee of Management for their approval. Types of memberships and benefits include:

<u>Senior (18+) memberships (key tenants)</u>
Benefits include:

- Use of the club rooms (when available) on home match days.
- Regular use of the club rooms on training days.
- Opportunity to book the club and meeting rooms for club and sport purposes.
- Full access to club facilities (when open and available), meals and club special offers.
- Storage for equipment.
- Representation and voting rights at VCC Committee Meetings.
- Minutes from the VCC Committee meetings.

Senior members may introduce 'Guest' members to come and utilise the facilities. 'Guest' memberships have their own strict rules and conditions attached (*This would be outlined in a future VCC constitution*)

<u>Junior memberships (key tenants)</u>
Benefits include:

- Use of the club rooms (when available) on home match days.
- Regular use of the club rooms on training days.
- Opportunity to book the club and meeting rooms for club and sport purposes.
- Full access to club facilities (when open and available), meals and club special offers.
- Storage for equipment.
- Representation and voting rights at VCC Committee Meetings.
- Minutes from the VCC Committee meetings.

Junior members may introduce 'Guest' members to come and utilise the facilities. 'Guest' memberships have their own strict rules and conditions attached (*This would be outlined in a future VCC constitution*)

Affiliated Club memberships (non-key tenant clubs)
Benefits include:

- Regular use of the club rooms on training days.
- Opportunity to book the club and meeting rooms for club and sport purposes.
- Full access to club facilities (when open and available), meals and club special offers.
- Minutes from the VCC Committee meetings.

Affiliate members may introduce 'Guest' members to come and utilise the facilities. 'Guest' memberships have their own strict rules and conditions attached (*This would be outlined in a future VCC constitution*)

Community (Social) memberships
Benefits include:

- Full access to club facilities (when open and available), meals and club special offers.
- Opportunity to book the club and meeting rooms for social purposes at a discount social membership rate.

**6.3.5 Club Liquor Licence**
The intent (very long term once all facilities are developed) of the VCC is to apply for and operate a full Club Liquor Licence.

A club can only apply for a licence if it is a *genuine* club, which has existed and been well managed for at least 12 months (if 2 or more well managed clubs that have existed for more than 12 months amalgamate, this is sufficient).

The club must have a proper constitution and rules which provide for:-

- management of the club by a committee of management elected by the general body of members;
- regular committee meetings (usually monthly) and regular members meetings (usually annually);
- proper restrictions on the classes of membership and the number of people in each class;
- proper nomination procedures for new members, in this regard new members should be proposed and seconded by an ordinary member of the club. The nomination form should
- be posted on the notice board of the club for 7 days and at least fourteen days should elapse between nomination and election;
- subscriptions to be paid annually, half yearly, quarterly or monthly;
- proper records of meetings, membership categories and membership numbers;
- proper financial accounts;
- the appointment of a secretary to keep the records, minutes and register of members, and to deal with correspondence.

The VCC will have a Liquor Licence Management Plan in accordance with section 48 of the *Liquor*

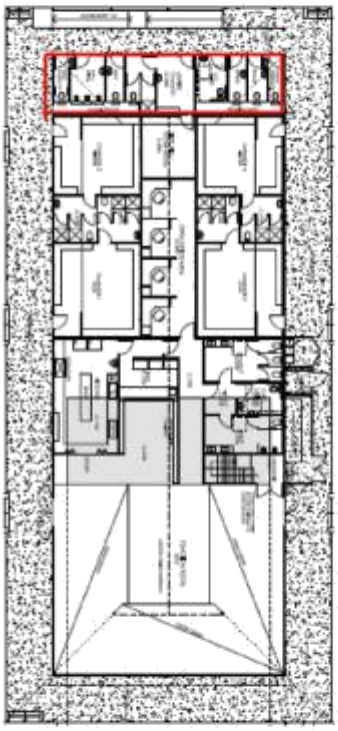
*Control Act 1988* (the Act), which will be available and on-site at the VCC at all times and made available to members to read on request. The VCC's facility manager will have full knowledge of the strategies and train and provide guidance to all paid bar staff and catering personal as required.

### 6.3.6 City Management Components

#### 6.3.6.1. Leasing

City Property Coordinator to liaise with the Committee of Management over the leased areas. It is proposed that the City would maintain and manage the areas highlighted in red below. The VCC would manage all other areas within the facility itself.

Rationale: As it is the City's role and responsibility to hire out the active open space adjacent to the club facilities it is proposed that it also manages the bookings, maintenance and cleaning of the change facilities.



**6.3.6.2. Active Open Space management**

The City of Busselton is a leader in ground maintenance. There is considerable investment by the City in in all active playing fields, which as with turf surfaces elsewhere can be easily and quickly damaged if not well managed. It is proposed that the City maintain this role at the Vasse Sporting Complex precinct of managing, maintaining and the booking of the active open space adjacent to the VCC. It is proposed that this will also include the public ablution facilities.

An important component in this (mentioned in 6.3.2 above) is ensuring that the 'Calendar of events' is drawn up early prior to the commencement of the financial year to ensure that the competition needs of the key tenant sports (junior AFL, soccer and cricket) are balanced amongst the user groups and any potential community / district events at the venue.

**6.3.7 Usage estimates Active Open Space**

Three methods of monitoring and balancing the use and sustainability of sport field turf have been
They are:
(a) Maximum Hours
As a rule of thumb local authorities attempt to restrict reserve use to 25 hours per week during summer and 22 hours per week in winter, irrespective of volume of use, footwear type or level of competition.
(b) The City of Cockburn "Sports Field Loading Indicator" which is specifically directed at winter sports.
The indicator formula is predicated on:
* 24 hours use per week.
* Number of users per hour per hectare based on 10 persons /hour/hectare.
* Use spread of 5 sessions Monday through Friday of maximum 4 hours duration a session.
* Alternatively 3 sessions of maximum 6 hours duration a session with a minimum of 48 hours between sessions.
Cockburn have found in practice that 200 person hours is the maximum user loading that can be sustained on turf playing fields.

**6.3.8 Usage Estimates Club facilities**

Given the size and location of the VCC club it is conceivable that it could have a number of foci of roughly equal importance apart from just sports participation. For example 60% of the total revenue could flow from sports related activities (canteen and after sports functions), however 20% may flow from commercial activities (such as markets, events, corporate and small weddings functions) and the remaining 20% could flow from hirers and special interest groups.

In the first instance the additional space afforded by the larger club rooms could facilitate the regular and scheduled conduct of personal and small group fitness classes. This same flexible space could be used for meetings, arts and hobby groups all the time expanding the number of people using the facility which in turn increases revenue from hire charges and the so-called secondary spend on coffee, snacks and other consumables.

**6.3.9 Programs / Services**

*Soccer*



The Leeuwin Naturaliste Junior Soccer Association (LNJSA) currently offers a range of soccer related activities from Youth Leagues (under 17's) on full sized pitches right through to "Small Sided Football (Soccer)". Small Sided Football is a modified form of Soccer, designed to meet the needs of players under the age of 12. Membership of the LNJSA includes:

- 709 junior registered players
- 75 senior registered players

Junior soccer, based on participation rates for those aged 5 to 14 years, is the largest junior sport in Australia. This high level of participation is also being experienced in Western Australia, the South West region and Busselton locality.

The Vasse Soccer Club was established (circa.) 1998; commencing with two teams in the Leeuwin Naturaliste Junior Soccer Association (LNJSA). The Club originated from Vasse Primary School and has kept up the tradition by maintaining the Vasse Primary School colours of black and white. Currently the VJSC has nine (9) junior teams - From U/6's to Youth League Girls, with 99% of players either current or ex Vasse Primary School students.

Training for the VJSC has historically been at the Vasse Primary School (from which the club originated), but due to concerns of wear and tear on this oval, in 2015 the board of the Vasse Primary School revoked this approval; however approval to train at the VPS oval was reinstated in the 2016 season.

Adjacent to the Vasse Primary School is the old Newtown Cricket Ground (Newtown oval), a cleared area with a potential active playing space of 1 hectare. This facility has the potential to be utilised for training for the VJSC under the right specifications (sub-surface drainage, irrigation and permanent water supply) for the lower level grades of the LNJSA.

In March 2015, the City of Busselton Council endorsed a report to change the Vasse Newtown Developer Contributions Staging Plan (VNDCSP) and Development Guide Plan (DGP) for Vasse to create, recognise and finance the proposed VSC. This includes in the shorter term the development of Stage One of the VSC (oval suitable for junior AFL competition and training for a number of codes) plus ablutions and associated car parking. The amendments to the VNDCSP propose an allocation of $150,000 towards the upgrading and improvement of Newtown oval to a safe community play and recreation area (potentially accommodating sports training purposes). These improvement works for Newtown Oval will be managed by the Vasse and Districts Community Centre (Inc) (VDCCC), in conjunction with the City, in accordance with an MOU. In response to this decision of Council the VDCCC created a 'sports sub-committee' to commence works on improving the Newtown oval to a training standard. In 2016 in response to a significant lack of sports space in Vasse, clubs such as the VJSC have commenced training on this facility.

**Vasse Junior Soccer Growth trends and projections (based on Fixtures)**

2015 Team composition

| Year | Team numbers | |
|---|---|---|
| 1 | 1 | *Note: combined with GMAS |
| 2 | 1 | *Note: combined with GBFC |
| 3 | 1 | |
| 4 | 2 | |
| 5 | 0 | |
| 6 | 1 | |
| 7 | 1 | |
| 8 | 1 | |
| 10 | 0 | |
| YL Girls | 1 | |
| YL Boys | 0 | |
| | | |
| **Total** | **9** | Ave 11.5 participants per team based on Dunsborough figures |

Growth Trends

| Year | Number of Teams |
|---|---|
| 2008 | **10** |
| 2009 | **9** |
| 2010 | **9** |
| 2011 | no data |
| 2012 | no data |
| 2013 | no data |
| 2014 | no data |
| 2015 | **9** |

**Growth Summary:** Due to an increase the number of school based teams (Mackillop, GMAS) and the GBFC implementing their own j remained steady since 2008.

Vasse Junior Soccer Club (VJSC) has maintained record participation in the sport of soccer in the district in recent years and has no dedicated soccer facilities in the Vasse District



*Cricket*

The Busselton Margaret River Cricket Association (BMRCA) and Busselton Margaret River Junior Cricket Association (BMRJCA) currently offer a range of cricket related activities. This includes:

- BMRCA currently have 9 senior clubs (5 based in the city of Busselton) which each have a varying number of A Grade, B Grade and C Grade teams. The senior membership base is approximately 163members. Based on the last 5 years membership has been steady.

BMRJCA currently have 26 junior teams across 4 age divisions Under 10's up to Under 16's that are affiliated to the 9 senior clubs. This association with 342 active members, as well as the feeder program 'in2cricket', are experiencing on average of 3% growth per annum.

Vasse Cricket Club, was formed in 2007 to provide another cricket team under the BMRCA and BMRJCA and have quickly expanded to include two teams in the senior association; 'B' Grade and 'C' Grade in the Seniors and four in the junior association; Under 16's , Under 14s, Under 12's and 'T20 Big Blast' in the Juniors. Currently they train at the nets at Cape Naturaliste College Secondary school.

The Vasse Cricket Club, particularly the senior division, has expressed an interest in the development of new cricket nets to accommodate growth and have commenced discussions with the VDCCC about the potential for future cricket net development at the Newtown Oval.

Current participation and growth projections are as follows:

**Vasse Cricket Club Growth Projections**

| Club | Association | Number of teams | sports field / court dir | current training venues | current competition venues |
|---|---|---|---|---|---|
| Vasse Cricket Club (Seniors) | Busselton Margaret River Cricket Association | 2 Senior - 'B' Grade and 'C' Grade | No fixed dimensions for the field but its diameter varies between 137m and 150m | Cape Naturaliste College (CNC) (Cricket nets) | Bovell Park, Churchill Park, Barnard Park, Dunsborough Playing Fields |
| Vasse Cricket Club (Juniors) | Busselton Margaret River Junior Cricket Association | 4 Junior - Under 16's, Under 14'2 and Under 12's and T 20 Big bast | As above | Cape Naturaliste College (Cricket nets) + West Busso PS | Bovell Park, Churchill Park, Barnard Park, Dunsborough Playing Fields, Vasse PS |

**Note**: Similar to AFL junior program 'Auskick' there has been a resurgence in the pre-junior Cricket programs 'In2Cricket and T20 Blast' due to the Big Bash 20/20 league.

**Growth Projections:** There has been growth in the junior division over the last few years growing from 2 teams to 3 teams and it would not be unreasonable to expect another junior team in Vasse in the next five years. Senior Cricket has remained steady (minimal growth) in the number of teams in the last 5-10 years.

**Facility issues**

VCC have obtained cricket nets from Mackillop and would like consideration by Council of erection in the Vasse Oval precinct, and other facility improvements. Should a formal proposal be presented, the Council may need to consider the feasibility to progress this at the Newtown oval

**Future Playing Facilities**: The future staging of Active Open Space development at the VCRP (in its current layout) allows for one (1) north-south oriented, senior cricket oval, 'incorporated' seasonally within the same contiguous grassed area accommodating the AFL ovals. As mentioned above there is potential (subject to Council approval) at the Newtown oval to accommodate new cricket nets. One option to consider is a 'roll on wicket' trial as part of stage 1 (refer KC).

*Junior AFL*



The Vasse Royals Junior Football Club currently offers a range of services, programs and activities. This includes:

- Auskick program for
- Junior AFL programs for 103 participants from 7 to 14 years of age

Established in 2013, the Vasse Royals Football Club is a member club of the Busselton and Districts Junior Football Association and have quickly expanded to include five teams; Year 3's, Year 4's, Year 5s, Year 7's and Year 8's. Historically up until the end of the 2015 season they trained at the oval at the Cape Naturaliste College (CNC) Secondary school. Due to on-going maintenance issues, approval has been withdrawn by the Principal of the College and as such in 2016 the VRFC have been forced to train and compete at other facilities in neighbouring Busselton.

Any future agreement with CNC is a year-to-year proposition as this oval was developed at a specification that is below the required community standard. This oval, which is primarily a class room for the physical education department of the college, is prone to an under-supply of water and rabbit infestation in the summer and water logging due to inclement weather in winter and has had periods where the permit to utilise the facility has been in danger of being revoked.

Long term the City is open, after the development of the ovals as part of the Vasse Sporting Complex (VSC), to considering the feasibility of a capital and maintenance agreement with the Department of Education and the board of the Cape Naturaliste College to re-develop this oval into 'fit-for-purpose' for community training and competition standard.
Apart from a new oval development in Dunsborough in 2010, there has been no increase in the number of ovals that could cater for junior AFL in the City of Busselton since the development of Bovell Park in the late 1970's.
Auskick
Established in 2014, an Auskick centre was developed and also meets on Saturday morning at 8am at the Cape Naturaliste College Oval. This centre has quickly grown to include up to 53 participants each Saturday.
A table highlighting the growth trends in the sport of junior AFL in Vasse from 2013 to 2015 is as follows:

**Vasse Royals Football - historical growth trends**

| | | Teams | Squad size | Total | | | Teams | Squad size | Total | | | Teams | Squad size | Total | Projected %inc annually over 2 years | compare to City LG 20 year pop growth |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | 2013 | | | | | 2014 | | | | | 2015 | | | | | |
| | | | | | | | | | | | Pre prim | | | 20 | 108% | |
| | | | | | | Pre prim | | | 14 | | Yr 1 | | | 15 | 108% | |
| | | | | | | Yr 1 | | | 17 | | Yr 2 | | | 18 | 108% | |
| | | | | | | Yr 2 | | | 19 | | Yr 3 | 1 | 15 | 21 | 108% | |
| | | | | | | Yr 3 | 1 | 15 | 18 | | Yr 4 | 1 | 15 | 20 | 105% | in li |
| | | | | | | Yr 4 | 1 | 15 | 18 | | Yr 5 | 1 | 18 | 19 | 105% | in li |
| | | | | | | Yr 5 | | | | | Yr 6 | | | | 103% | Less th |
| | | | | | | Yr 6 | 1 | 18 | 21 | | Yr 7 | 1 | 18 | 22 | 103% | Less th |
| | Yr 6 | 1 | 18 | 21 | | Yr 7 | | | | | Yr 8 | 1 | 18 | 21 | 103% | Less th |
| | | | | | | Yr 8 | 1 | 18 | 21 | | | | | | 103% | Less th |
| | | | | | | Auskick | | | 50 | | Auskick | | | 53 | | |
| | Auskick | | | 0 | | BADIFA | 4 | 66 | 78 | | BADIFA | 5 | 84 | 102 | | |
| | BADIFA | 1 | 18 | 21 | | overs | | | 12 | | overs | | | 18 | | |
| | overs | | | 3 | | TOTAL | | | 128 | | | | | 155 | | |

**Trend Assumptions**

1. Based on team numbers 2013-2015
2. Based on growth trends and 5 years of figures for Dunsborough Sharks and Auskick nationally
3. Based on trends in age groups, based on exercise participation rates nationally (ERASS)

**Legend**

- Certified team numbers
- Baseline squad number of players
- Additional players total (above recommended squad numbers)
- New Team 2015

**Playing numbers (on the field)**

| | |
|---|---|
| Yr 3 | 12 |
| Yr 4 | 15 |
| Yr 5 | 15 |
| Yr 6 | 15 |
| Yr 7 | 18 |
| Yr 8 | 18 |
| Yr 10 | 18 |

Based on this certified pattern of growth critical assumptions have been made as to proposed future growth for this sport in Vasse, with the key growth area being Auskick (Pre-primary to Year 3) growing at double the population growth of 4%. As such predicted growth for junior AFL in Vasse is as follows:

Vasse Royals Football - Growth projections

| | Teams | size | Total | | Projected Teams | size | Total | | Projected Teams | size | Total | | Projected Teams | size | Total | | Projected Teams | size | Total |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2015 | | | | 2016 | | | | 2017 | | | | 2018 | | | | 2019 | | | |
| Pre-prim | | | 20 | Pre-prim | | | 22 | Pre-prim | | | 23 | Pre-prim | | | 25 | Pre-prim | | | |
| Yr 1 | | | 15 | Yr 1 | | | 18 | Yr 1 | | | 18 | Yr 1 | | | 19 | Yr 1 | | | |
| Yr 2 | | | 18 | Yr 2 | | | 20 | Yr 2 | | | 21 | Yr 2 | | | 23 | Yr 2 | | | |
| Yr 3 | 1 | 15 | 21 | Yr 3 | 1 | 15 | 22 | Yr 3 | 1 | 15 | 24 | Yr 3 | 1 | 15 | 26 | Yr 3 | 1 | 15 | |
| Yr 4 | 1 | 15 | 20 | Yr 4 | 1 | 15 | 21 | Yr 4 | 1 | 15 | 22 | Yr 4 | 1 | 15 | 25 | Yr 4 | 1 | 15 | |
| Yr 5 | 1 | 10 | 19 | Yr 5 | 1 | 10 | 20 | Yr 5 | 1 | 10 | 21 | Yr 5 | 1 | 10 | 22 | Yr 5 | 1 | 10 | |
| Yr 6 | | | | Yr 6 | | | | Yr 6 | | | | Yr 6 | 1 | 10 | 21 | Yr 6 | 1 | 10 | |
| Yr 7 | 1 | 10 | 22 | Yr 7 | 1 | 10 | 22 | Yr 7 | 1 | 10 | 23 | Yr 7 | 1 | 10 | 24 | Yr 7 | 1 | 10 | |
| Yr 8 | 1 | 10 | 21 | Yr 8 | 1 | 10 | 22 | Yr 8 | 1 | 10 | 23 | Yr 8 | 1 | 10 | 24 | Yr 8 | 1 | 10 | |
| | | | | Yr 10 | | | | Yr 10 | 1 | 10 | 22 | Yr 10 | 1 | 10 | 23 | Yr 10 | 1 | 10 | |
| Auskick | | | 53 | Auskick | | | 58 | Auskick | | | 62 | Auskick | | | 67 | Auskick | | | |
| BADIFA | 5 | 84 | 102 | BADIFA | 5 | 84 | 107 | BADIFA | 6 | 102 | 135 | BADIFA | 7 | 120 | 165 | BADIFA | 8 | 135 | |
| overs | | | 18 | overs | | | 23 | overs | | | 33 | overs | | | 45 | overs | | | |
| TOTAL | | | 155 | | TOTAL | | 165 | | TOTAL | | 197 | | TOTAL | | 232 | | TOTAL | | |

Growth Assumptions
1. Based on team numbers 2011-2015
2. Based on growth trends and 5 years of figures for Dunsborough Sharks and Auskick nationally
3. Based on trends in age groups, based on exercise participation rates nationally (ERASS)

Legend
- Certified team numbers
- Projected team numbers
- Baseline squad number of players
- Additional players total (above recommended squad numbers)
- New Team 2015
- New Team 2017
- New Team 2018
- New Team 2019

Playing numbers (on the field)

| | |
|---|---|
| Yr 3 | 12 |
| Yr 4 | 15 |
| Yr 5 | 15 |
| Yr 6 | 15 |
| Yr 7 | 18 |
| Yr 8 | 18 |
| Yr 10 | 18 |

*Basketball*

There is no specific Vasse Basketball team, but there are a significant number of Basketball participants that reside in Vasse and Basketball as a sport has seen significant growth over the last five (5) years in the City of Busselton.

The Busselton Amateur Basketball Association (BABA) has grown to 162 teams, which far beyond the capacity of the indoor competition facility (GLC), with logistical considerations of volunteer capacity and

other facility hirers and can only practically operate Monday to Friday during the summer hire period (October to March) . Given the constraints, providing for 'normal duration games' and capacity at the GLC current capacity at this venue is one hundred and twenty (120).

In 2014/15 BABA worked around this to provide other 'indoor competition venues' at the Naturaliste Community Centre, Cornerstone Secondary School, Georgianna Molloy Anglican School and the Busselton Senior High School (BSHS).

In 2015/16 BABA, with no indoor facilities currently on the City of Busselton's long term financial planning horizon, is facing capping its competition at current team numbers (using the current additional venues) or even reducing back to 120 teams. Or finding another way (through other methods) to accommodate additional growth.

Relevant stakeholders met on site at the BSHS outdoor courts site on the 24 June 2015 the following Short term and Medium Term actions were identified to progress the current situation. An agreement was reached between BABA and the BSHS to utilise these courts for junior grades on Wednesday and Thursday Afternoons for the 2015/16 season.
*Need Assessment Conclusion*: The future staging of development (in its current layout) at the VSC allows for three (3) multi-purpose (basketball/netball/tennis) courts, which subject to being built to correct specification, line marking and scheduling there maybe potential for future basketball training and competition at the future VSC.

*Netball*



The Busselton Netball Association (BNA) historically practised and competed at the outdoor Netball court facilities at Lou Weston Oval prior to the construction and opening of the Geographe Leisure Centre (GLC) in 1998.

The Vasse Magpies Netball Club is a member club of the BNA and have ten (10) teams from Under 10's through to Seniors. The juniors train and compete at the outdoor Netball facilities at Lou Weston Oval, whilst the seniors train and compete at the Geographe Leisure Centre (GLC).
*Need Assessment Conclusion*: The future staging of development (in its current layout) at the VSC allows for three (3) multi-purpose (basketball/netball/tennis) courts, which subject to being built to correct specification, line marking and scheduling there maybe potential for future netball training at the future VSC.

*Hockey*



Hockey in Busselton began with the formation of a women's competition in 1926 when, as rumour has it, their first games were played in a paddock, and then progressed to Churchill Park in 1951-52. The Busselton Margaret River Men's Hockey Association was formed in 1958.

Since then the number of players has increased and the quality of the fields and facilities has steadily improved. The Busselton Hockey Stadium Club (Inc.)have a total of over 800 affiliated junior and senior members and are based at Sir Stewart Bovell Park, Busselton consisting of an artificial wet surface, eight high-quality grass fields and a two-storey clubhouse overlooking the whole complex.

The Vasse Primary School Hockey Group are members of the Busselton Hockey Stadium Club, with Hockey played up until the under 13s as a school group. They currently train at the Vasse Primary School and the adjacent Newtown oval.

Need Assessment Conclusion: Subject to line marking and scheduling there is potential for future junior hockey training at the future VSC.

### 6.3.9 Program / Services opportunities

Whilst no official request has been made to any groups or clubs at this point, an initial SWOT (Strengths, Weaknesses, Opportunities and Threats) analysis has been undertaken, with the following opportunities in existence:

#### 6.3.10 Functions

There is a real opportunity to have 'marquee' events at the VCC. Examples include:

- Expos
- Conferences
- Corporate seminars / professional development days
- AFL Grand Final Day, Melbourne Cup Day.

In conclusion, the programs and services opportunities will be based on the availability of the club during off-peak times (Mon-Fri business hours), week nights and on the weekends.

## Appendix 8: Lifecycle Costing Analysis Vasse Sports Pavilion

**Background**

This Lifecycle Costing analysis and report has been prepared in the context of predicting the construction, renewal and operational requirements for the proposed Sports Pavilion to be located at the Vasse Sporting Complex, Vasse.

It has also identified (where practicable) different construction options of a low, medium and high standard as a means of comparing the lifecycle costs of each option.

The various options and their associated twenty (20) year costs are detailed within this report.

**Introduction**

The report has been prepared using asset management principles which identify construction costs, useful lives, treatment intervals, treatment types and cost of treatment as a means of predicting all the associated renewal costs over a twenty (20) year period.

This document has been designed as a guide to providing a base for further investigation and refinement of final project costing.

**Scope**

The report applies to all the components as identified within the scoping documents and identifies the "one off" construction only costs as well as the components, which once installed will require ongoing renewal and operational expenditure.

All costs shown within the report are shown in 2014 dollars as a means of providing direct comparison between options.

**Constraints**

Table 1 Constraints

| Constraint Number | Type | Constraint | When it can be addressed |
|---|---|---|---|
| 1 | Building Construction | No allowance made for materials considerations required for a marine environment. These issues include such things as wind and erosion. | Building Design Development |
| 2 | Building Construction | The costs of constructing the building at the various standards have been based on the Rawlinson's Australian Construction Handbook, 2011. The handbook provides the average cost range for a wide selection of typical buildings.<br><br>The use of the average cost ranges is designed as tool to assist with initial assessment of project feasibility as a lead up to more detailed design. | Building Design Development |

| | | | |
|---|---|---|---|
| | | The average costs apply to a typical building an a flat site and as such, adjustments must be made for such factors as sloping sites, ground conditions, unusual shape and other design considerations. | |
| 3 | Construction Costs | No specific allowance has been made for any cost escalation from items such as connection of services. | Contract Documentation |
| 4 | Construction Costs | The various elements of the Building (as presented) have been categorised using the Rawlinson's Australian Construction Handbook 2011 to determine an overall cost per square metre for the construction of the building, based on where the proposed building "best fits" within the Rawlinson's Categories. | Building Design Development |
| 5 | Building Replacement | Does not make any allowance for replacement of the building at Its eventual end of life. | Building Design Development |
| 6 | Operating Costs | Does not include an allowance for operational maintenance activities such as cleaning, utility costs, insurance, staff costs etc. – just the renewal of the building fabric. | Building Design Development |
| 7 | Budget Allocation for yearly renewals | Renewal amounts based on an overview of building elements given to asset management, more detailed building construction information would be required before these figures could be used for a yearly budget allocation | Building Design Development |

**Definitions**

Component: a building is constructed of main components and elements within these components. An example of this would be the superstructure of a building as a main component with elements such as columns, roof, external walls and windows etc. within this main component. The major and minor renewal as referred to in this document is treatments affecting the main components and their various elements.

Major Renewal: replacement and/or refurbishment of a component on a like for like basis.

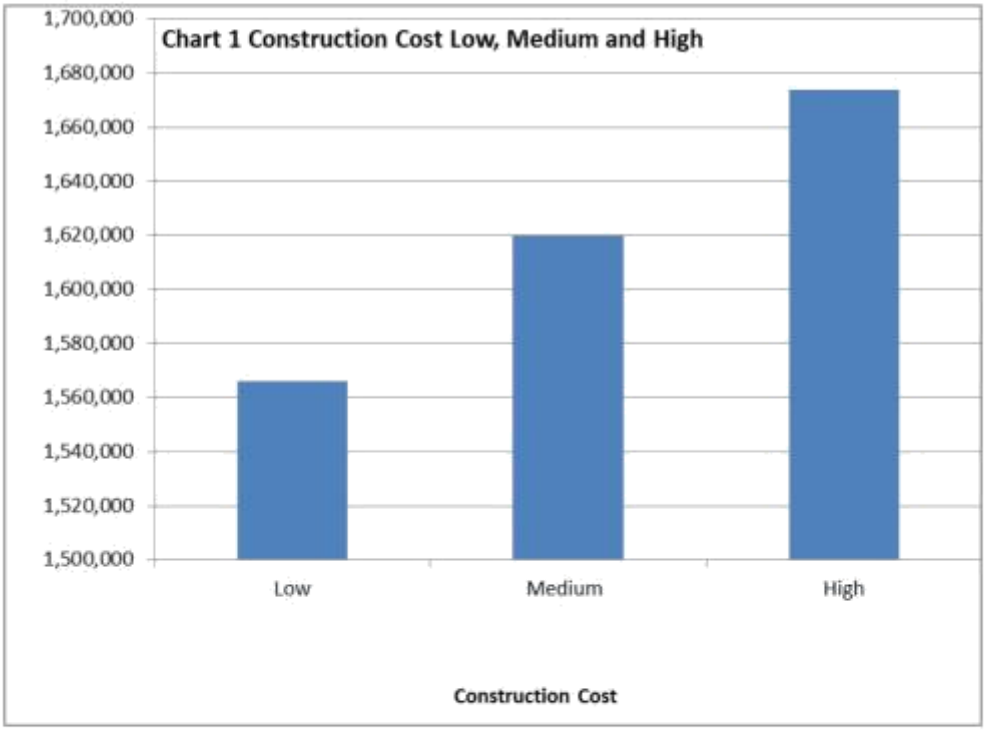
Minor Renewal: minor maintenance type activities which extend the life of the component on a short – mid term basis.

Operations: expenditure on the component such as insurance, utilities, overheads etc.

Treatment Interval: the timing of major and minor renewal works based on the overall or a portion of the useful lives.

**Construction Cost**

The construction cost according to the Low, Medium and High methods are summarised in the chart below. These costs are further detailed in Attachment A – Construction cost by Low, Medium and High.




These construction costs are based on the Rawlinson's Australian Construction Handbook 2011. The handbook sets out construction rates based on the type and size of the building. The proposed community club facilities have been determined as a change room / toilet building and the rates applied as such.

Rawlinson's also sets out high and low rates for the various buildings; these have been used for the high and low construction cost rates. The medium rate has been determined as an average rate of the high and low rates. These various rates are shown in Table 2 below.

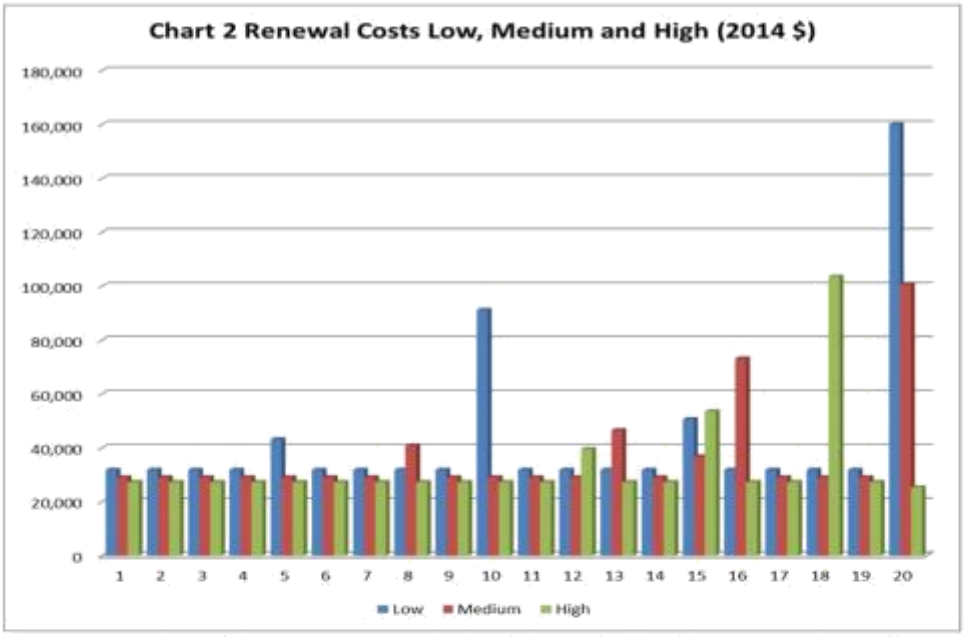
Table 1 also highlights a thirty percent (30%) cost escalation figure applied incorporating the standard 25% applied within the Rawlinson's costings as well as five percent (5%) to allow for cost escalations since 2011.

Table 2 High, Medium and Low Construction costs

| | Building Area M2 | Cost / M2 2014 $ | Net Construction Cost 2014 $ | 30% Cost Escalation 2014 $ | Total Estimated Construction Cost 2014 $ |
|---|---|---|---|---|---|
| **Low** | 600 | 2,610 | 1,096,200 | 469,800 | 1,566,000 |
| **Medium** | 600 | 2,700 | 1,134,000 | 486,000 | 1,620,000 |
| **High** | 600 | 2,790 | 1,171,800 | 502,200 | 1,674,000 |

**Renewal Costs**

Renewal Costs have been summarised as follows; these costs are further detailed in Attachment B.




The summarised chart shows the renewal costs associated with the three Low, Medium and High options.

The Renewals are based on useful lives, timing of minor and major renewal, percentage for replacement cost attributed to minor and major renewal. They are based on the assumption that lower construction costs will lead to major and minor renewal being required more often. This is evidenced by the fact that the lower construction cost generates major renewal in year ten (10), fifteen (15) and twenty (20); whereas the high construction cost generates major renewal in years fifteen (15) and eighteen (18) only. The medium construction cost generates major renewal in years sixteen (16) and twenty (20).

Table 3 below shows the total twenty (20) year renewal costs for the three options

Table 3 Low, Medium and High 20 Year Renewal Costs

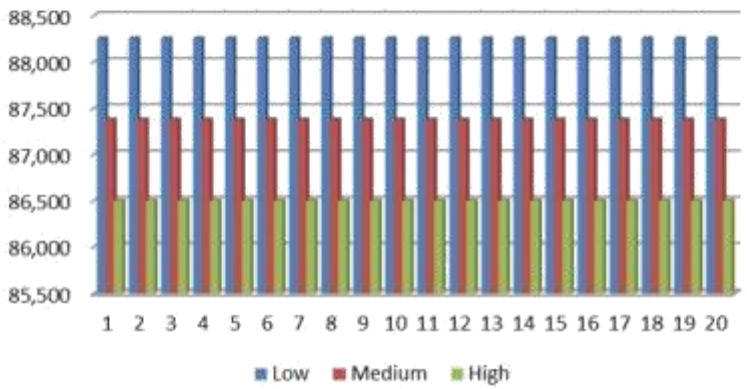
| | 20 Year Renewals (2014 $) | Ave Per Year (2014 $) |
|---|---|---|
| **Low** | 854,974 | 42,749 |
| **Medium** | 734,502 | 36,725 |
| **High** | 658,960 | 32,948 |

**Operating Costs**

Operating Costs as shown in the table below have been derived through research of City of Busselton 2013-14 costs of managing similar types of facilities.

These costs are further detailed in Attachment C.

**Chart 3 Operating Costs Low, Medium and High (2014 $)**




It has been assumed for the purpose of this exercise that operating costs will increase or decrease directly dependant on the initial capital outlay i.e. the better quality construction, the lower certain twenty (20) year operating costs will be. This is mostly relevant for reactive maintenance type activities.

Depreciation costs and insurance costs are included in operating costs also. These costs will increase the higher the construction costs. The insurance costs are based on a rate applied to the construction cost for the building. Depreciation costs are based on straight line deprecation at five percent (5%) of the construction cost per annum.

Table 4 below shows the total twenty (20) year renewal costs for the three options

Table 4 Low, Medium and High 20 Year Operational Costs

| | 20 Year Renewals (2014 $) | Ave Per Year (2014 $) |
|---|---|---|
| **Low** | 1,765,057 | 88,253 |

| | | |
|---|---|---|
| **Medium** | 1,747,506 | 87,375 |
| **High** | 1,729,955 | 86,498 |

**Comparison of Low, Medium and High**

Chart 4 below shows a combination of construction, renewal and operational costs for the Low, Medium and High options over a period of twenty years.

These costs are further detailed in Attachment D.

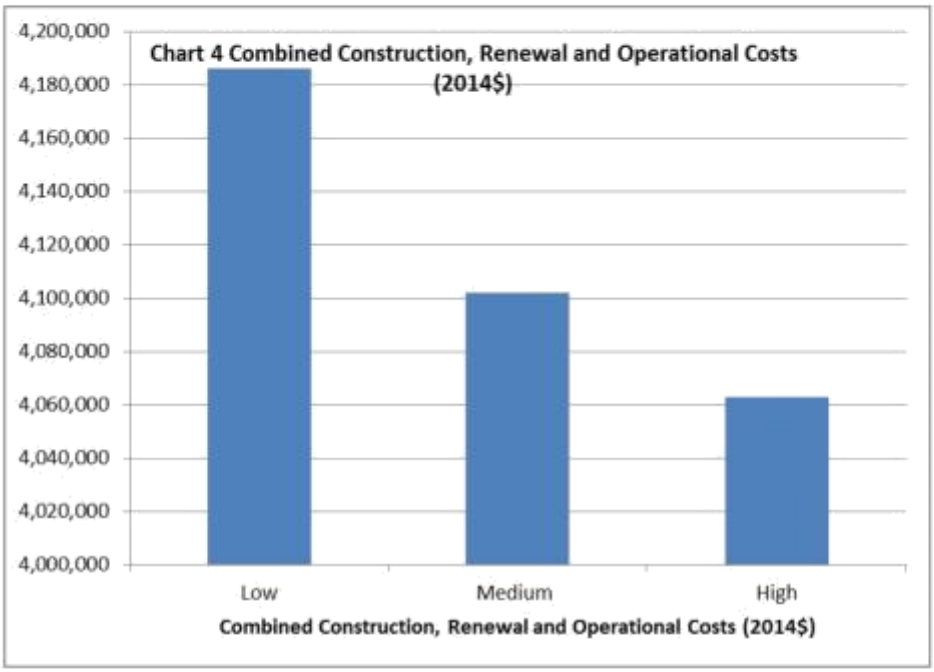



Chart 4 shows the High construction cost as being the cheapest overall, with not a great deal of difference ultimately between the three options. As the chart outlines there is approx. $140,000 difference between the low and high options over the twenty year period. This equates to a yearly average (in 2014 dollars) of around $7,000 (in 2014 $) per annum.
Table 5 below shows the total twenty (20) year combined costs for the three (3) options.

Table 5 Low, Medium and High 20 Year Combined Costs

| | 20 Year Construction, Renewal and Operational Costs (2014 $) | Ave Per Year (2014 $) |
|---|---|---|
| **Low** | 4,186,031 | 209,301 |
| **Medium** | 4,102,008 | 205,100 |
| **High** | 4,062,915 | 203,145 |

**Conclusion**

This life cycle costing analysis is a broad assessment of the predicted twenty (20) year costs for the proposed Sports Pavilion to be located at the Vasse Sporting Complex in Vasse. It has been based on asset management principles and provides an overview of the cost implications both initially, and over time; of different construction methods and quality of components.

Although based on a certain amount of assumption; it does give a good indication that implementing Medium to High methods in the short term will decrease the overall costs over time.

It is recommended that these figures be reviewed and further refined before being adopted as final budget figures for the project.

## Appendix 9 – Management Needs

**Question (9):**

**Management Requirements:**

The current design of the overall facility has been workshopped with the Vasse Recreational Facilities Working Group (VRFWG).

The proposed facilities will have adequate, and in some cases separate, amenities to meet the requirements of management of the Vasse Sporting Pavilion for all of the different usage patterns of the key stakeholders of the facility. The three main design considerations include:

Access

1. Key users vehicular access, egress and parking
2. Key users pedestrian access and egress
3. Services (e.g. suppliers, utilities and maintenance crews) vehicular access and egress
4. Visitor and spectator access and egress, with spectator parking located both centrally and at the extremities of the playing fields
5. Disability access and egress to the Vasse Sporting Complex. Universal access in accordance with the City's Access and Inclusion Policy. This can be found online at: http://www.busselton.wa.gov.au/node/2166.

The internal design will need to ensure that all areas are conveniently accessible to a large traffic flow, incorporate hand rails and other safety measures and comply fully with Australian Standard AS 1428, Design for access and mobility and Section 23 of the Disability Discrimination Act;

Usage

1. North – south orientation of playing spaces
2. Demarcated areas allowing for up to two different games to be played concurrently and independently
3. Spectator viewing areas
4. Location of one of the active sporting fields, multi-purpose hard court and lawn bowls green and their proximity to future sports pavilion / community club facility

Supervision

1. Passive and active surveillance overlooking both active sporting fields to the west; with a shared footpath surrounding the active playing fields and access roads to the north
2. Spectator viewing areas that provide line of sight to all playing areas to ensure adequate viewing of participants for health and safety purposes

**Question (11):**

**Co-Shared facilities:**

### 11.1 Needs Identified

The clubs identified as being key stakeholders in this project have been asked by City Officers as to what features they would need in a future co-shared facility by two separate processes:

2. 1. Strategic Planning for Future Recreation Needs for All of the City's Clubs

Commencing in November 2010 this project included City Officers undertaking an audit of individual and collective Club requirements for each of the City's facilities, capturing both the immediate and longer term plans for each Club located within the City. This identified overlapping/shared, conflicting and new needs not captured within the City's Strategic Recreation Planning Document (2005 Leisure Services Plan), in addition to the future needs of each Club.

2. Vasse and Districts Community Centre Committee (VDCCC)

In late 2010, members of the VDCCC approached the City with a proposal to develop a Country Club in Vasse. Through consultation with the Vasse community, the Committee held a public meeting to discuss the proposal, where a new Committee was formed to progress the proposal. The Committee identified Lot 46 Pries Avenue, Abbey as the preferred location for the Country Club and subsequently requested to enter into a lease agreement with the City of Busselton for the identified land. This was denied, as Council preferred a conglomeration of this proposal with identified active playing fields requirements considered as part of the Vasse Sporting Complex.

Conceptual ideas at this time included a club house, synthetic bowling green, synthetic tennis, croquet and boules court, practice netball court, par 3/5 golf course, and a playground.

3. Vasse Recreational Facilities Working Group (The Working Group)

The Working Group consists of 15 members, including selected representatives from the City, the relevant sporting and recreational bodies, Vasse Primary School and Cape Naturaliste College, the Perron Group (Vasse land developer), the Vasse and District Community Centre committee, and interested local residents.

The Working Group have met on 4 occasions (so far) and have addressed such topics as the history of recreation in Vasse, identified community needs, project scheduling and staging.

The results from this process were that user specific facilities and services were either completely lacking or insufficient for current and future needs in Vasse. A summary of the needs identified were as follows:

- Need for 2 large ovals, lawn bowls, hard court space for training or competition for a multitude of sporting endeavours;
- Need for sports lighting;
- Need for facility parking design and configuration;
- Need for sports specific equipment storage;
- Need for public toilets, umpire, first aid and change rooms;
- Need for a kiosk, kitchen / servery, meeting and function, offices, spectator viewing facilities.

**11.2 Needs Accommodated**

It is proposed to meet the needs of the VRFWG identified in section 11.1 above by the following:

Active Playing Spaces

- Two (2) north-south oriented AFL ovals PLUS one (1) 'incorporated' (separately line-marked and posted) full competition-sized AFL oval generally oriented on an east-west axis across the same, contiguous grassed areas;
- One (1) north-south oriented, senior cricket oval, 'incorporated' seasonally within the same contiguous grassed area accommodating the AFL ovals (as described above);
- Two (2) soccer/rugby pitches, 'incorporated' seasonally and/or through sporting club scheduling within the same contiguous grassed area (as described above);

Sports lighting (to all active playing spaces)

All proposed users of the 'Vasse Sporting Complex' have no sports lighting at current competition / training venues. It is proposed that training / competition sports lighting to a luminance rating of 50 lux for sports such as AFL and rectangular sports. This will provide for an increase in scope in terms of active playing capacity, due to an ability to increase scheduling beyond daylight hours into the future.

Other Sporting and Recreational needs

- Three (3) multi-purpose (basketball/netball/tennis) courts;
- Two (2) competition-standard bowling greens

Community Amenities

- Stage Two (2a) of the VSC facilities was successfully funded by the Department of Sport and Recreation's 2016/17 Community Sport and Recreational Facilities Fund Annual Grant round. Stage 2a provides essential changing, medical, and umpire and ablution facilities for the users of the active open space constructed in Stage 1.
- Stage Two (2b) developments of the VSC facilities, which is the subject of this application, would provide essential storage, kiosk, kitchen / servery, meeting and function, offices, spectator viewing and additional change rooms and be an increase in the footprint of the facility to be built as part of Stage 2a

**Question (12):**

**Child care facilities:**
The Vasse Sporting Complex Sports Pavilion does not have specific facilities for Child care at this stage. There is however a "Greenfield" expansion envelope adjacent to the proposed sports pavilion, which allows for design and space considerations for future modular expansion of the club facilities to meet future community and club needs.

**Access for low income earners:**
The individual club / association committees of the Vasse Royals Junior Football Club (VRJFC), Vasse Auskick Centre, Vasse Junior Soccer Club (VJSC), Vasse Junior Cricket Club (VJCC), Vasse Senior Cricket Club (VSCC), Vasse Primary School Hockey Group and Vasse based Netball teams recognise the need to address low-income earners, students, young people (25 years and under), rural people in the community, visitors and casual participants, by providing appropriate membership initiatives. The junior clubs in particular, have set their membership fees at levels that try and prevent the cost of membership being prohibitive.

The City of Busselton is also currently registered to participate in the State Government's (DSR) KidSport grant scheme, providing over $75,000 towards membership subisidies. KidSport will make it possible for Western Australian children to participate in community sport and recreation, no matter their financial circumstances. KidSport will allow eligible youth aged 5-18 years to apply for financial assistance to contribute towards club fees. The fees will go directly to the registered KidSport clubs participating in the project through their participating local government.

**Access for the disabled and seniors:**

There are specific Australian design standards that have been included in the planning stage of this project to include access for the disabled and seniors, including the following:

Australian Standard AS 1428, Design for access and mobility

The design of the Vasse Sporting Complex and the Vasse Sports Pavilion will ensure that all areas are conveniently accessible to a large traffic flow, incorporate hand rails and other safety measures.

Disability (Access to Premises - buildings) Standards 2010

The internal design of the Vasse Sports Pavilion and the Vasse Sporting Complex in general will ensure dignified, equitable, cost-effective and reasonably achievable access to buildings, and facilities and services within buildings, is provided for people with disability.

**Access for casual and Short-term basis:**

The new Vasse Sporting Complex will be managed and maintained by the City of Busselton, as per the City's annual 'seasonal ground hire' and facility management processes.

In addition to the 'seasonal ground hire' process the City's Bookings Officer manages all other active public open space bookings throughout the City, including a casual, short term facility hire use. Essentially the new Vasse Sporting Complex will be available for public use outside of the use facility by the seasonal hirers of the venue.

**Question (12):**

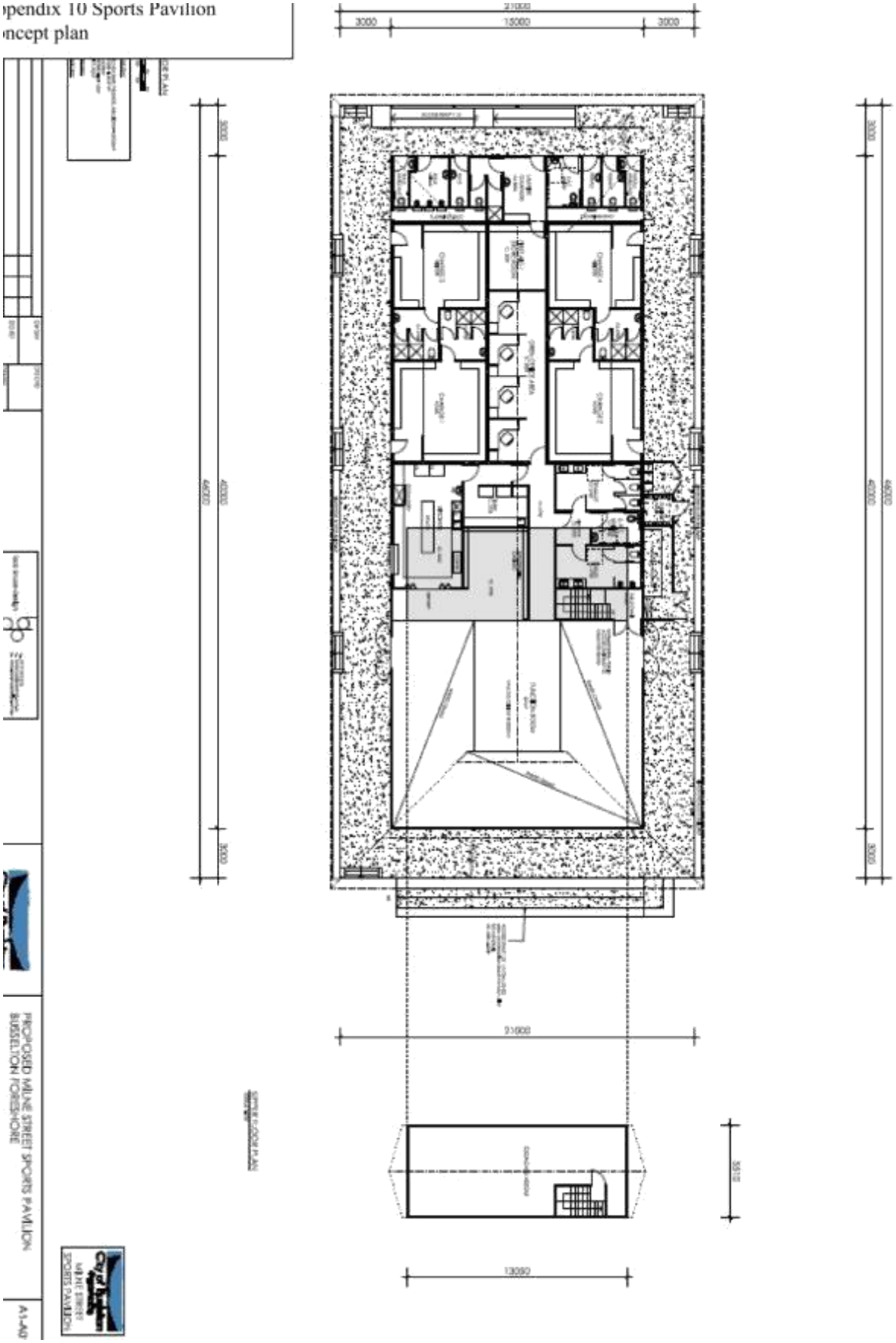
**Proposed Fee Structure:**

**CITY OF BUSSELTON**

**Draft Schedule of Fees & Charges**

**2015/16 Financial Year**

| DESCRIPTION | TAXABLE | DET. 2002(2) | DRAFT FEE 2016/17 (Exc GST) | DRAFT FEE 2016/17 (Inc GST) |
|---|---|---|---|---|
| OUND HIRE LEVIES: | | | | |
| | | | | |
| MER/ WINTER SPORTS | | | | |
| ssociation of Senior Players | | | | |
| ged per team per season plus power etc. where licable. | Yes | | 233.82 | 257.00 |
| r week surcharge to apply where special ground aration/maintenance is required, i.e. Cricket. | Yes | | 56.46 | 62.00 |
| | | | | |
| ssociation of Junior Players | | | | |
| *of Senior rates plus full power costs where applicable.* | Yes | | 116.68 | 128.50 |


ppendix 10 Sports Pavilion
ncept plan
PROPOSED MILNE STREET SPORTS PAVILION
BUSSELTON FORESHORE
A1-A0

Appendix 11 Consultant Award Letter

City of Busselton
Geographe Bay

Our Ref: RFQ 23/16

Your Ref: Mersina Robinson (08) 97810342

Enquiries:

Bob Bruce Architect
PO Box 5260
WEST BUSSELTON WA 6280

Dear Bob

**REQUEST FOR QUOTATION RFQ 23/16 – CONSULTING SERVICES – ARCHITECTURE, LANDSCAPE ARCHITECTURE AND URBAN DESIGN**

In accordance with the Terms and Conditions set out in RFT 19/12 Consulting Services – Architecture, Landscape Architecture and Urban Design Panel and letter of extension dated 28 July November 2015, the City of Busselton is seeking quotations for the following services (**Architectural Services**):

Full Architectural and Design Services required for the construction of what is currently known as the 'Milne Street Sports Pavillion' on the Busselton Foreshore based on the concept design/plan previously prepared (Attachment 1). The estimated project cost is $1,326,940 ($1,626,940 less approximately $300,000 which has been set aside for the provision of external utilities – water, electricity, telecoms etc.).

The Milne Street Sports Pavilion is located within an 'Active Sports Precinct' which, following an upgrade to the playing fields, now caters for soccer, cricket and rugby and will also provide for other community and local needs and regional sporting groups.

The Milne Street Sports Pavilion will be a co-location of five existing local sports clubs that will dramatically improve facilities and services for all of these clubs, to the benefit of all of the community of Busselton and surrounding towns of Capel, Nannup, Margaret River and Dunsborough.

Milne Street was legally closed in 2013 and currently is set aside as Reserve 51582 – Lot 513 on Deposited Plan 75411. The reserve will be cancelled as part of the Stage 1 statutory tenure changes and the land will be part of Lot 505 on DP 402933 (part of Reserve 8485 – Recreation). The stage 1 changes will be in place by the end of April 2016.

The Architectural Services will include but not be limited to:

- Schematic design of the Milne Street Sports Pavillion and associated equipment store
- Detailed Design documents (drawings and specification) for Tender
- Assistance to the City of Busselton for Contract Administration advice and assistance (not full Contract Administration during construction
- Post Contract Services during the Defects Liability Period

Without derogating from the generality of the above the Consultant engaged will be required to:

1. Undertake and complete the Architectural Services at the highest standard, promptly with all due skill, care and diligence and in proper manner and in accordance with/to the City's reasonable requirements and satisfaction and within a reasonable time having regard to normal commercial practice.
2. Consult and cooperate with the City, other consultants and relevant stakeholders regarding the scope of the Project and any queries relating to any changes to the design.
3. Facilitate and/or attend workshops and meetings with the City, other consultants and relevant stakeholders.
4. Coordination of the consultant's designs, with construction requirements prior to preparation of the construction documentation package.
5. Assess timing and staging of the Architectural Services, develop a set of objectives and priorities and prepare an indicative timeline for providing the Architectural Services and approval of the schematic design, final design and construction documentation.
6. Assess timing and staging of the Project, develop a set of objectives and priorities and prepare an indicative timeline for providing undertaking and completing the Project.
7. Prepare schematic and detailed final designs and construction documentation for the Project, incorporating the requirements of the City and other secondary consultants, including site planning, functional planning, massing and volumetric studies, preliminary selection of construction systems, materials and finishes, preliminary proposals for resolving climatic and environmental influences and elevational studies, planning of built facilities, structural systems, service requirements, layouts and implications for the building. Develop detailed responses to climatic and environmental influences. Develop proposals for materials, finishes, fixed furniture and equipment layouts.
8. Allow for investigation of alternative design options.
9. Illustrate the designs by conceptual site and building plans, elevations and sections generally at 1:100 scale, indicating approximate areas, dimensions and volumes. Indicate external spaces and external appearance through perspective sketches. Report on preliminary construction system, engineering and specialist services requirements, materials and finishes.
10. Present at relevant stages designs and drawings to the City for approval.
11. Review long term maintenance issues of the building in conjunction with the City's facilities department.
12. Co-ordinate and manage the services of secondary consultants. Provide assessment of their recommendations and co-ordinate and manage the design of off-site service extensions and connections.
13. The secondary consultants will be required to respond to technical queries and requests for information.
14. Prepare material for, and consult with authorities. Ensure the design complies with all written laws.
15. Liaise with the City's cost consultants in the preparation of an indicative costing.
16. Submit City approved final designs/drawings to the relevant local authority for Development Approval. Note that Development Approval fees shall be paid by the City of Busselton.

16. Submit City approved final designs/drawings to the relevant local authority for Development Approval. Note that Development Approval fees shall be paid by the City of Busselton.
17. Prepare documents, based on approved design and construction documents, required for construction of the Project and for the calling of tenders, including information necessary for the building contractor to accurately assess the cost, extent and content of the Project. These documents shall set out in detail all materials, building construction, structural systems, services and finishes to form an integrated composition.
18. If required make changes to the design to ensure project budget is met, and re-submit to the City and secondary consultants if required.
19. If required provide assistance to the City with preparation of tender documents, evaluating tender submissions, in conjunction with the City of Busselton and in accordance with the City of Busselton Purchasing Policy.
20. Provide contract administration assistance to the City of Busselton (to be charged at an hourly rate), including provision of supplementary details during construction to further explain the Contract Documents, including but not limited to:
    (a) Responding to design queries, technical queries and requests for information;
    (b) Preparation and issue of documents to describe and value the work to be added, deleted or modified. This will require a review of the contractor's quotations and contract completion time and reviewing draft payment certificates;
    (c) The receipt, review and annotation of shop drawings and the return of copies to the contractor; and
    (d) The review of and advice on samples and prototypes;
21. Post Construction
    (a) Collect and collate As-Constructed drawings from the contractor and obtain approval for these as constructed drawings from the respective consultant.
    (b) Liaise with the City and contractor during the defects liability period if required.
    (c) Inspect the works and prepare final defects listing.
22. Attend Council briefings to report on progress of Architectural Services, assessment of tenders and awarding of contracts.

Please provide by **4pm on 22 April 2016** a detailed quotation for providing the Architectural Services pursuant to this RFQ 23/16 and in accordance with the applicable rates tendered under RFT19/12. For this purpose please complete and return the attached Pricing Schedule – see Attachment 1. Note that:

i. Your quotation must include all costs involved - any cost exclusions are to be specifically noted in your response.
ii. Any changes to final drawings requested by the City of Busselton are to be charged at an hourly rate. However changes to architectural drawings requested by stakeholders due to errors or omissions in the drawings by the Architect are to be at the Architects cost.

iii. You may outsource specialised ancillary services where these services are required by the City and are not provided by the Consultant. The price basis for any such services is to be approved by the City prior to the engagement of the ancillary services by the City. The City reserves the right to reject any party nominated by the Consultant in this regard and at its complete discretion may obtain these services independently.
iv. The Architectural Services are generally expected to be provided by the Consultant operating from its own premises.
v. Any Contract resulting from the acceptance of the Tender by the principal, shall comply With the provisions of the Australian Standard General Conditions of Contract AS4122 - 2010.

Documentation to be referenced in the development of the Milne Street Sports Pavillion design includes the following attachments to this RFQ23/16:

**Attachment 1:** Pricing Schedule

**Attachment 2:** Concept Plan of Milne Street Sports Pavillion, Equipment Store and Public Toilet, City of Busselton, April 2016

**Attachment 3:** 2016 City of Busselton Facilities General Specification
The 2016 Facilities General Specification prepared by the City of Busselton Facilities Department is to create a uniform standard across all City venues in respect of the following components: Demolition; Waste management/removal and cartage; Electrical; Plumbing; Flooring (Tiling and Vinyl); Carpentry; Glazing; Painting; Security fencing/Panelling; and Site measurement verification.

**Attachment 4:** Draft Busselton Foreshore Structure Plan, January 2016

Should you have any queries relating to the matter please do not hesitate to contact Mersina Robinson, Major Projects Officer at mersina.robinson@busselton.wa.gov.au on (08) 97810 342.

Yours sincerely

Martyn Glover
EXECUTIVE DIRECTOR

8 April 2016

Appendix 12 Predicted operational expenditure and revenue projections

VASSE COMMUNITY CLUB (incl: OPERATING EXPENDITURE V3 OPERATIONAL REVENUE PROJECTIONS

| | 2018/19 | 2019/20 | 2020/21 |
|---|---|---|---|
| **Revenue:** | | | |
| Membership fees | 5,500.00 | 6,650.00 | 5,876.00 |
| Bar Takings | 0.00 | 7,000.00 | 7,280.00 |
| Fund Raising and competitions | 1,200.00 | 1,300.00 | 1,352.00 |
| Events | 2,500.00 | 1,200.00 | 1,248.00 |
| Sponsorship | 5,900.00 | 6,900.00 | 6,136.00 |
| Functions | 2,500.00 | 2,600.00 | 2,704.00 |
| Asset Hire (building) | 3,500.00 | 3,800.00 | 3,952.00 |
| Miscellaneous (sales) | 5,200.00 | 6,200.00 | 5,408.00 |
| **Total Revenue:** | 26,300.00 | 32,650.00 | 33,956.00 |
| **Expenditure:** | | | |
| Administration & Insurances | 1,800.00 | 2,000.00 | 2,080.00 |
| Fund Raising and competitions | 700.00 | 800.00 | 832.00 |
| Bar Expenses | 0.00 | 4,500.00 | 4,680.00 |
| Repairs and maintenance | 5,000.00 | 6,000.00 | 6,200.00 |
| Water, power and gas | 7,000.00 | 7,000.00 | 7,280.00 |
| Consumables (equipment, trophies etc) | 3,000.00 | 3,500.00 | 3,640.00 |
| City Leasing Fees | 500.00 | 500.00 | 500.00 |
| City Ground Hire Booking Fees | 2,800.00 | 3,200.00 | 3,328.00 |
| Contractors (cleaning / other): | 3,000.00 | 3,350.00 | 3,484.00 |
| Function costs (including marketing) | 1,000.00 | | |
| Event costs | 1,000.00 | | |
| Provisional Fund (Asset replacement reserve) | | 2,000.00 | 2,000.00 |
| **Total Expenses:** | 25,800.00 | 31,850.00 | 33,024.00 |
| **Net Profit:** | 500.00 | 800.00 | 932.00 |

**Assumptions:** 1. Junior membership $20: Senior membership $60 2. Sponsorships based on similar sized club in city 3. Hire from users expected based on historical data 4. Expenses based on historical data from similar sized facilities

Appendix 13 Locality Maps

Locality Map - Lot 9546, Napoleon Promenade Vasse WA 6280




Locality Map - Lot 9546, Napoleon Promenade Vasse WA 6280

Appendix 14 Cost Estimate
Engineering Consultant

MA Glover Consultant
Roads | Environment | Local Government | Strategy

32 Azzuro Crescent
Hillarys WA 6025
P: 94036722
M: 0448811671
E: magloverconsultant@gmail.com
W: magloverconsultant.com.au

3rd August 2016

Mr Jeremy O'Neill
City of Busselton
Locked Bag No 1
BUSSELTON WA 6280

Dear Jeremy

**Re: Sports pavilions for Lou Weston Oval and Vasse Projects**

Reference is made to your request of 5 July 2016 regarding the anticipated cost per square metre to construct sports pavilions at both Lou Weston Oval and the Vasse projects similar to the building design planned for Barnard Park.

I can confirm that the cost to design and build the pavilions including services will be in order of $2,700 per square metre exclusive of GST.

Should you require any further information, please do not hesitate to contact me on 0448811671.

Yours Sincerely

Martyn Glover
MBA BSc MLGMA MIEAust FIPWEA
Director

Appendix 15 Support Letters

## FOOTBALL FEDERATION SOUTH WEST INC.

FFSW

FFSW Board - Elected Presidents of
Collie Soccer Assoc
Country Coastal Junior Soccer Assoc
Leeuwin Naturaliste Junior Soccer Assoc
Lower South West Soccer League
South West Soccer Assoc
South West Zone Rep

Simone Darnell
Regional Administration Manager
PH 0419 757 819
PO Box 1935, Margaret River WA 6285
E: admin@ffsw.com.au
ABN: 19 008 202 898

Chief Executive Officer
City of Busselton
Locked Bag 1,
Busselton WA 6280

4th August, 2016

Attn: Mr Jeremy O'Neill
Community Development Co-ordinator

Dear Jeremy

RE : Barnard Park Active Open Space Facilities Upgrade

On behalf of the Football Federation South West ( FFSW ) I would like to lend our support to the proposed upgrade of Barnard Park. The FFSW was founded in May 2009 as a result of the growth of football in the South West. We currently have over 3,500 playing members from as far as Manjimup, Collie, Ballingup, Bunbury, Margaret River, Dunsborough and Busselton to name a few. The FFSW is currently running many Player and Club Development Programs, in our local region. We currently have four FFSW Training Centres established in the south west that cater for players who wish to participate in even more training and develop their skills to a greater degree.

However, along with this growth and development there has been continual pressure on facilities in the region and if it wasn't for the gracious support given to the FFSW by GMAS, Busselton would unfortunately miss out on a Training Centre. Currently our Busselton Centre has over 100 players engaged in extra training. It is at GMAS we base all of our Coach Education and Referees Education as this is the only place that has facilities that we are able to access readily and at an affordable cost to the Federation as we are non-profit.

Should an upgrade of the Barnard Park facility be provided in Busselton it would further open up other options for us to host more events in the local area. As GMAS has no lighting we are limited to our activities during daylight hours. A combination of lights, playing fields and a venue including facilities for meetings, amongst other things would be something of an outstanding achievement in Busselton and we could definitely utilise this space on a larger scale should this opportunity become available. It is the lack of facilities that prevent us from being able to accommodate carnivals and our Games Nights which we hold every term. We could also have our presentations there and I am sure that many clubs in the area would utilise this if this venue should be upgraded. This sort of facility would be instrumental in assisting us with providing our Technical Director a facility at which courses could be held under lights at night combined with facilities for the theory part of the courses.

Department of Sport and Recreation

lotterywest

FOOTBALL FEDERATION SOUTH WEST INC.

FFSW Board - Elected Presidents of
Collie Soccer Assoc
Country Coastal Junior Soccer Assoc
Leeuwin Naturaliste Junior Soccer Assoc
Lower South West Soccer League
South West Soccer Assoc
South West Zone Rep

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PO Box 1935, Margaret River WA 6285
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ABN: 19 008 202 898

Apart from courses our Technical Director along with our associations and the FFSW is also looking at introducing summer soccer competitions, school holiday clinics, weekend carnivals amongst other things prior to the start of the official soccer season in April for the entire South West Region.

As you can see we have a very proactive committee that donates a lot of their time to promote Football in our local area and its outlying regions.

If we can be of any further assistance or provide any more information to you I can be contacted on the numbers and email below

Kind regards,

Simone Darnell

FOOTBALL FEDERATION SOUTH WEST

Department of Sport and Recreation

**From:** PARKHURST Anthea [Cape Naturaliste College] [mailto:Anthea.Parkhurst@education.wa.edu.au]
**Sent:** Thursday, 4 August 2016 8:46 AM
**To:** Jeremy O'Neill; GILLETT Mark [Cape Naturaliste College]
**Subject:** RE: Vasse Recreational Facilties Working Group - minutes and confirmation required from members

HI Jeremy,

Following our committee meeting last night the Vasse Junior Soccer Club support the application for Community Sport and Recreation facilities funding for the new sport facility in Vasse.

The club also expressed their approval of the design for the club rooms , particularly the external design.

Kind regards,

Thea Parkhurst
**WPL Coordinator/ Student Support Officer**
**Work Hours: Tuesday, Wednesday, Thursday**
Cape Naturaliste College
PH: 9750 2600
MB: 0488 521 055

**From:** Kate Reading [mailto:kreading@iinet.net.au]
**Sent:** Monday, 1 August 2016 11:46 AM
**To:** Jeremy O'Neill
**Subject:** RE: Vasse Recreational Facilties Working Group - minutes and confirmation required from members

Thanks Jeremy

Re the plans, yes, I was at pains to explain the 'concept' idea and that closer to the time of tendering etc there would be detailed discussions re a final draft. (I don't think they really appreciated the problems re Perron group ownership of part of the recreation land), however some of them did. They got the message that Vasse would be the third building of this style therefore we would benefit from any suggested alterations along the way.

A couple of the members have kids in sporting teams hence the interest.

Thanks for noting the suggestion of shelter sheds.

Are you able to email me copies of the plans? Or would you prefer that I ask the school to copy them?

Regards

Kate R

**From:** Jeremy O'Neill [mailto:Jeremy.ONeill@busselton.wa.gov.au]
**Sent:** Monday, 1 August 2016 10:39 AM
**To:** Kate Reading <kreading@iinet.net.au>
**Cc:** Tanya Downie <Tanya.Downie@busselton.wa.gov.au>; Karl Clively <Karl.Clively@busselton.wa.gov.au>; Oliver Darby <Oliver.Darby@busselton.wa.gov.au>; Matthew Riordan <Matthew.Riordan@busselton.wa.gov.au>; Shawn Lombard <Shawn.Lombard@busselton.wa.gov.au>
**Subject:** RE: Vasse Recreational Facilties Working Group - minutes and confirmation required from members

Hi Kate

By all means please pass on the information to the board, the 3 design building concepts and overall precinct concept. Important to preface with the VPS board that the current concepts are being utilised for grant purposes and a more thorough consideration would be undertaken in terms of internal building requirements at pre-tender stage once funding has been secured.

In terms of the shelters for the oval it has been noted and can be discussed in further detail at the next VRFWG meeting.

Regards,

**Jeremy ONeill**
Community Development Coordinator
p: (08) 9781 0356 m: 0411 342 603
Jeremy.ONeill@busselton.wa.gov.au

**City of Busselton**

Our whole
Community wins

38 Peel Terrace, Busselton WA 6280
Locked Bag 1, Busselton WA 6280
p: (08) 9781 0444 f: (08) 9752 4958
www.busselton.wa.gov.au

***"Events Capital WA"***

**From:** Kate Reading [mailto:kreading@iinet.net.au]
**Sent:** Friday, 29 July 2016 1:18 PM
**To:** Jeremy O'Neill
**Cc:** Tanya Downie; Karl Clively; Oliver Darby; Matthew Riordan; Shawn Lombard
**Subject:** RE: Vasse Recreational Facilties Working Group - minutes and confirmation required from members

Thanks Jeremy

The various attachments provided some good information especially the constitution. I liked the simplicity but thoroughness of the legal ramifications. A good sample for me.

The PP presentations were very a very simple summary of facts. Perhaps we could provide similar at some point in a future meeting?

I spoke about the sporting complex progress at the Vasse Primary School Board meeting the following evening ie Wednesday 27th July. Members were very interested.
There was a request to have copies of the 3 docs which detailed the concepts – the grounds overview, the plan of the building and the outline views of the Complex Building. That you were going to send WG members a copy of those docs.

Can you confirm for me if it is appropriate to forward copies of the 3 design concept docs to VPS Board members?

One suggestion discussed was the need to provide some shelters for this first oval. I suggest that is a good idea to include in the overall planning process.

I support the concept plans as discussed for the Sporting Complex. With the understanding that our working group will review them closer to the time for tendering etc. as I said I particularly admire the proposed style of building as very attractive, appropriate and sympathetic to the overall VN building guidelines.

Regards

Kate Reading
Ps Jeremy would you add to my name on Attendance Lists as 'Vasse Primary School Board'. I am not on the staff nor P&C.

WEST AUSTRALIAN FOOTBALL COMMISSION INC.

South West

21st July 2016

City of Busselton
Locked Bag 1
Busselton, WA
6280

To the City of Busselton,

It is my pleasure to once again write to you on behalf of the South West Regional Football Development Council (SWRFDC) as the representative of the West Australian Football Commission (WAFC) in the South West to re-affirm our support for the continuation of the proposed developments in Vasse.

Since our previous letter in 2015 we have continued to see fantastic growth in the Vasse club and continue to see the upgrading and improvement of facilities in the region as critical to its ongoing growth and success.

We were very excited to offer the opportunity to the Vasse FC to participate in the Little League and Auskick at half-time in the recent AFL match between the West Coast Eagles and Essendon Bombers on Thursday June 30, an event which brought great excitement to the players, parents, club members and community.

We continue to look forward to seeing the progression of this project and once again are more than happy to assist in anyway as it moves forward.

Kind Regards,

**Glenn Omodei**
**Regional Manager**
**SWRFDC / WAFC South West Region**
**E:** gomodei@wafc.com.au
**M: 0402 258 232**

4th August 2016

City of Busselton
Locked Bag 1
Busselton, WA
6280

To the City of Busselton,

It is my pleasure to write to you on behalf of the Western Australian Cricket Association in support of the proposed sports pavilion development in Vasse.

The Busselton Margret River Cricket Association is affiliated to our SW Regional Cricket Board and fully recognised and supported by the WACA. Junior cricket in the South West is experiencing significant growth, with an 18% increase in in2CRICKET and a 96% increase in T20 Blast numbers recorded in 2015/16. With continual population growth projected in the Busselton/Margaret River area, clearly this growth will needs to be supported with facilities improvements and the proposed new facility inclusive of storage, kiosk, kitchen / servery, meeting and function, offices, spectator viewing and additional change rooms is crucial to our ability to further grow and develop our sport in this location.

The WACA is also very mindful and supportive of having solid working relationships with other sports as the notion of multi-purpose and multi-sport facilities becomes a reality to maximise the use of available oval space, facilities and finite funds.

We look forward to seeing the progression of this proposal and are more than happy to be of further assistance as this project moves forward.

Kind Regards,

**Steve Philippe**
Country Cricket Manager
Western Australian Cricket Association (Inc.)
M: 0411 056 597 | P: (08) 9265 7204 | F: (08) 9265 7275
Steve.Philippe@waca.com.au
www.waca.com.au

Leeuwin Naturaliste
JUNIOR SOCCER ASSOCIATION
P.O. Box 323
BUSSELTON, W.A. 6280
www.lnjsa.com

29 July 2016

Chief Executive Officer
City of Busselton
Locked Bag 1
BUSSELTON WA 6280

Attn: Jeremy O'Neill - Community Development Co-ordinator

Dear Sir

**Vasse Sports Pavillion**

The Leeuwin Naturaliste Junior Soccer Association (LNJSA) appreciates the City's continued consultation and engagement with it in regards to the future infrastructure needs of soccer in the South West.

Soccer in the South West is continuing to grow and become one of the largest participatory sports for members of all ages from 5 to Seniors. This 2016 Season is our biggest registration to date with some 1600+ members. Purpose-built facilities are in very high demand in order to house a high class competition and to provide facilities that our members expect.

To that end, the LNJSA would like to provide its indubitable support for the construction of a Multi-Use Pavillion at the new Vasse playing fields, and thank the City for the opportunity to be involved with this very significant and exciting project.

The Association looks forward to working with the City to bring this project and facility to fruition and if there is any further support the Association can lend to assist in achieving this outcome, please let us know.

Yours sincerely,

Kylie Lorimer
Administrator
Leeuwin Naturaliste Junior Soccer Association

LNJSA Inc. – Web: lnjsa.com – E: lnjsa.secretary@gmail.com – PO Box 323 Busselton 6280

Government of **Western Australia**
Department of **Sport and Recreation**

| Office Use Only |
|---|
| TRIM: _____ |
| Grant No: _____ |
| Project Coordinator._____ |

# CSRFF Grant Application Form

## Year 2017/18 – 2019/20 Triennium

**This application form can only be used for applications to be submitted in the 2016/17 funding round. No other forms will be accepted.**

**You MUST discuss your project with an officer from your nearest Department of Sport and Recreation office before completing and submitting your application. Failure to do so will render your project ineligible.**

**All applications MUST be submitted to your local government. Contact your local government to determine the cut off date for the submission of applications.**

| DSR Contact: Troy Jones | Date: 2/6/15 | Office: Bunbury |
|---|---|---|

**TYPE OF GRANT:**

| | |
|---|---|
| ☐ | **ANNUAL GRANT $66,666–$166,666 (Up to $250,000 with development bonus)**<br>The total project cost (GST exclusive) is between $200,001 and $500,000. |
| ☒ | **FORWARD PLANNING GRANT $166,667–$2 million**<br>The total project cost (GST exclusive) exceeds $500,000.<br>Note: Where the grant requested is $166,667 or less but the total project cost is over $500,000, applicants are to follow the criteria for a Forward Planning grant but will be funded as an Annual grant. |

**Year of Claim** (Applicable to forward planning grants only):
Please indicate the year that you would prefer to claim a grant, taking into account the CSRFF Acquittal Requirements. Only indicate first preference for funding in 2017/18 if all planning is finalised.

| ☒ **2017/18** | ☐ **2018/19** | ☐ **2019/20** |
|---|---|---|

**Would the project proceed if funding was allocated in a later year?** ☒ Yes ☐ No
If yes, how would the project be impacted (e.g. – delayed etc)?

**How would the resulting cost escalation be funded?** City of Busselton will fund any cost escalation out of Capital reserve budgets if necessary.

**Applicant's Details:**

| | | | | | |
|---|---|---|---|---|---|
| Organisation Name: | City of Busselton | | | | |
| Postal Address: | Locked Bag 1 | | | | |
| Suburb: | Busselton | Suburb: | Busselton | Suburb: | Busselton |
| Street Address: | Southern Drive | | | | |
| Suburb: | Busselton | Suburb: | Busselton | Suburb: | Busselton |

**Preferred Contact Person:**
*All application correspondence will be directed to this person*

| | | | |
|---|---|---|---|
| Name: | Jeremy O'Neill | Title: | Dr ☐ Mr ☒ Mrs ☐ Ms ☐ |
| Position Held: | Community Development Coordinator | | |
| Business Phone: | 08 9781 0356 | Facsimile: | 08 9752 4958 |
| Mobile Phone: | 0411 342 603 | Email: | Jeremy.oneill@busselton.wa.gov.au |

Our whole
Community wins

**Organisation Business Details:**

| | | | |
|---|---|---|---|
| Does your organisation have an ABN? | Yes ☒ No ☐ | ABN: 87285608991 | |
| Is your organisation registered for GST? | Yes ☒ No ☐ | * Note, in order to be eligible for funding you must attach a copy of the Incorporation Certificate | |
| Is your organisation not-for-profit? | Yes ☐ No ☒ | | |
| Is your organisation incorporated? | Yes ☐ No ☒ | Incorporation #: * | |
| Bank details: | Bank: ANZ Busselton | BSB: 016580 | Bank details: |

**Local Government Authority Details:**

| | | | |
|---|---|---|---|
| LGA: | City of Busselton | | |
| Contact: | Maxine Palmer | Title: | Dr ☐Mr ☐Mrs☒ Ms☐ |
| Position Held: | Manager Community Services | | |
| Business Phone: | 08 9781 0462 | Facsimile: | 08 9752 4958 |
| Mobile Phone: | | Email: | Maxine.palmer@busselton.wa.gov.au |

## PROJECT DETAILS

**Project Description:**

Lou Weston Oval – Sports Pavilion

The proposed project, which is the subject of this application, is the development of a Sports Pavilion for Lou Weston Oval in Busselton (***Overall Lou Weston Complex Concept Appendix 1***).

Lou Weston Oval (Reserve 17319) is Crown Land vested with the City of Busselton for the purposes of "Recreation". It is utilised all year round by various sporting clubs including Netball, Football and Tee Ball. As a precinct it has been utilised as an active space since the 1960's, with the facility developed in an ad-hoc basis since that time.

In 2013 the City of Busselton Council adopted (C1304/088) Active Open Space Planning Recommendations to guide the future planning of active open space facilities within the district. This followed 18 months of consultation, needs assessments, a review of the City Leisure Services Plan and a demographic analysis of individual population precincts across the City.

The facilities were assessed as either Local, District or Regional and the recommendations and designations across the region are detailed on the inside pages of the Active Open Space Planning 2013 document.

It was endorsed as part of these recommendations that Lou Weston Oval be designated as a local level facility for active open space sports such as diamond sports (Tee ball) and the club based sport of Netball, and as a future facility for Baseball, and provision be made for local level facilities for junior Australian Rules Football.

The key facility development strategies for Lou Weston Oval Included:

1. *That ageing infrastructure at Lou Weston Oval is replaced by considering shared club facilities and rationalisation of ablution facilities including;*

- *Additional storage;*
- *Installation of sports lighting at the Active playing Field;*
- *Shelter / viewing area for spectators;*
- *Rationalisation of club rooms, change rooms and public toilets at the reserve.*

2. *That pedestrian and vehicular access and egress improvements be undertaken.*

To ensure that these much needed facility upgrades occur at Lou Weston Oval it was imperative that the City of undertake, in consultation with the user groups, a master planning process, which was completed using City of Busselton staff with experience in facility development and active open (sports) space planning(***See Sports Pavilion Concept Appendix 2***).

The development of a Sports Pavilion at Lou Weston Oval ,will provide the following:

- An upgraded high quality local active playing facility in West Busselton, capable of providing training and / or competition facilities for proposed regular users such as the Busselton Tee Ball Association, Countrys Junior Football Club, Wanderers Junior Football Club, Local Auskick Centre and the Busselton Netball Association
- A co shared sports facility able to respond to population growth and changes in community demographics in the long term, and resulting in a sustainable and inclusive community facility that contributes to the health and well-being of West Busselton residents.
- A sports facility that will be strategically placed as a "community hub" for community, recreation and sporting opportunities in West Busselton.

| | |
|---|---|
| **Project location:** | Lou Weston Oval - Lot 4539 King Street, (Reserve 17319) Busselton, Western Australia |
| **Land ownership:** | Who owns the land on which your facility will be located? State of Western Australia (Vested with the City of Busselton)<br>Lease Expiry (if applicable): One tenant only at the Reserve – Busselton Netball Association (leased commenced 30 October 2013 with a 5 year option). The upgrade of facilities and buildings and require the City to enter into new arrangements and agreements with current users of Lou Western Oval, including the Association. |

| **Planning approvals** | | If no, provide the date it will be applied for: |
|---|---|---|
| **Where applicable, has planning permission been granted?** (LGA) | Yes ☒ No ☐ | ___/___/___ |
| **Department of Aboriginal Affairs?** | Yes ☒ No ☐ | ___/___/___ |
| **Department of Parks and Wildlife?** (Environmental, Swan River) | Yes ☒ No ☐ | ___/___/___ |
| **Native Vegetation Clearing Permit?** | Yes ☒ No ☐ | ___/___/___ |
| **Please list any other approvals that are required?** | Yes ☐ No ☒ | ___/___/___ |

**What discussions have been held with adjoining local authorities?**
Nil. This facility will not impact on the Shire of Augusta Margaret River or the Shire of Capel

**Approximate distance from proposed project to nearest adjoining council boundary:** 13.5 km

**Have you discussed this project with Department of Infrastructure and Regional Development** (Federal Government)**?** Yes ☐ No ☒

**If so, are you seeking funding from them?** Yes ☐ No ☒

Contact:

**How will your project increase physical activity?** This project aligns with two of the key challenges identified in the SD6 (Strategic Directions for Western Australian Sport and Recreation Industry 2016-20) planning document.

The first key challenge Life Course and Life Stage Participation; challenge 9 relates to "the achievement of improved participation rates in sport and recreation, and more broadly active lifestyles." This project once completed will provide upgraded services and facilities for approximately 400 junior sporting participants that access the grassed sports spaces of Lou Weston Oval, as well as participants in the hard court sport of Netball.

The second key challenge Public Open Space and Urban Form; challenge 3 relates to "In order to deliver public open space which meets the needs of communities into the future we must be efficient with resources, focus on function of sites, and provide equitable access to facilities." The construction of all elements of the VSC will address this challenge and increase in physical activity in the following ways:

- Improvement to current sporting facilities

A new high quality local active playing facility in Busselton will enable all of the proposed member clubs to expand and improve their program and service delivery to the entire region. Existing ancillary facilities for all clubs are either inadequate or non-existent. This project is proposed to improve the existing facility

(Lou Weston Oval - Lot 4539 King Street), which is currently inadequate in terms of:

- Poorly planned (not master planned) Active Public Open Space;
- No sports lighting for training purposes for the active open sports such as junior AFL and Tee-Ball and inadequate and insufficient lighting for Netball;
- Inadequate parking and access and egress to the site for active users;
- Facilities for first aid, changing, medical, meeting and refreshments either inadequate or non-existing;
- Facilities for on-site storage non-existent for active open space users such as junior AFL and Tee-Ball.

Currently these essential sporting requirements to participate in physical activity are being provided for at the venue poorly or are non-existent.

The City of Busselton had a preliminary estimated resident population of 34,290 in 2013 according to the Australian Bureau of Statistics, with the City's average annual growth rate over the past 20 years being one of the highest sustained growth rates for a regional area in Australia in excess of 4%. Approximately 67% of the total City population is located in the town of Busselton.

This population growth rate is being reflected in the rapid increase in participation that is being experienced by some of these sports at a junior level and high participation rated maintained at a senior level in Busselton. These increases are as follows:

- Busselton Netball Association has grown at an average of 3.5% per annum over the last three years
- Busselton and Districts Junior Football Association has grown at an average of 4% per annum over the last three years (of which Country's and Towns are members)

**Do you share your facility with other groups?** Yes ☒ No ☐ If so, who: See below

List up to three sport and recreation activities which will **directly benefit** from your proposal. Please indicate the approximate % usage of the facility (or part of the facility relating to this proposal).

| Sport/community organisation | % use of the facility# | Hours per week# |
|---|---|---|
| Busselton Tee Ball Association | 7 | 6 teams @ 3.5 hours per week = 21 hours per week during summer (6 months) |
| Country's Junior Football Club | 7 | 6 teams @ 3.5 hours per week = 21hours per week during winter (6 months) |
| Wanderer's Junior Football Club | 7 | 6 teams @ 3.5 hours per week = 21 hours per week during winter (6 months) |
| Auskick | 7 | 2 hours per week during winter (6 months) |
| Busselton Netball Association (BNA) | 78 | 69 teams @ 3.5 hours per week = 240 hours per week during winter (6 months) |

# These figures are projected on their number of teams and practice / competition sessions per week. Currently the facility is yet to be built

Activity/sport membership numbers over the past three years relevant to your project. For example, if a bowls project, golf members not relevant; social membership numbers not applicable.

Note: if membership is not applicable, ie recreation facility or aquatic centre, please enter the number of users of the facility.

| 2013/14 | | 2014/15 | | 2015/16 | |
|---|---|---|---|---|---|
| Busselton Teeball Association | 87 | Busselton Teeball Association | 84 | Busselton Teeball Association | 64 |
| Wanderers Junior Football Club | 108 | Wanderers Junior Football Club | 115 | Wanderers Junior Football Club | 133 |
| Countrys Junior Football Club | 105 | Countrys Junior Football Club | 118 | Countrys Junior Football Club | 127 |
| Auskick | 0 | Auskick | 0 | Auskick | 62 |
| Busselton Netball Association | 715 | Busselton Netball Association | 720 | Busselton Netball Association | 725 |
| | **1015** | | **1037** | | **1111** |

State Sporting Associations are involved in the assessment of applications and may be able to provide valuable information when planning you project, particularly in relation to technical design issues. They should be consulted as part of the application process. A complete list of State Sporting Associations and their contact details are is available on the departments website: http://www.dsr.wa.gov.au/contact-us/find-a-sport-or-recreation-association

| **What is the name of the State Sporting Association for your activity/sport?** | |
|---|---|
| Western Australian Football Commission, Netball WA, Tee Ball WA | |
| **Have you discussed your project with your State Sporting Association?** Yes ☒ No ☐ | |
| Contact Name: Glenn Omodei Regional Manager, (WAFC South West Region), Liz Booth, General Manager Community Netball WA | Date of contact: 22/7, 26/7 |

## PLANNING

You need to demonstrate that you have undertaken an appropriate level of planning for your project. Questions 1 – 24 must be completed for all applications. Forward Planning grant applications must complete

all the questions in detail. Annual grant applications must provide responses where appropriate and relative to the project.

Attach your responses (in numerical order) to the application form. If you believe that you have a valid reason for answering in the negative to a question please detail that reason.

Ensure that you have addressed the Key Principles of Facility Provision (see Guidelines for a CSRFF application), as they apply to your project. Questions 1 to 24 below relate directly to these principles.

You are expected to provide detail on the planning, management and financial viability of your project. Where research findings are used to justify a project a range of research techniques should be evident in the methodology used. When using comparative analysis local conditions must be considered.

All assumptions must be clearly stated.

| | |
|---|---|
| 1. | **When did you complete your needs assessment?** (This is a formal analysis required for projects over $500,000).<br>A formal needs assessment for Lou Weston Oval is included in this application (***see Appendix 3***). |
| | **How has the need for your project been identified and assessed?**<br>In 2013 the City of Busselton Council adopted Active Open Space Planning Recommendations to guide the future planning of active open space facilities within the district. This followed 18 months of consultation, needs assessments, a review of the City Leisure Services Plan and a demographic analysis of individual population precincts across the City.<br>The facilities were assessed as either Local, District or Regional and the recommendations and designations across the region are detailed on the inside pages of the Active Open Space Planning 2013 document ***(see Appendix 4).***<br>It was proposed as part of these recommendations that Lou Weston Oval be designated as a local level facility for active open space sports such as diamond sports (Tee ball and Softball) and the club based sport of Netball, and as a future facility for Baseball, and provision be made for local level facilities for junior Australian Rules Football.<br>The key facility development strategies for Lou Weston Oval Include:<br>1. That ageing infrastructure at Lou Weston Oval be replaced by considering shared club facilities and rationalisation of ablution facilities including;<br>• Additional storage;<br>• Installation of sports lighting at the Active playing Field;<br>• Shelter / viewing area for spectators;<br>• Rationalisation of club rooms, change rooms and public toilets at the reserve.<br>2. That pedestrian and vehicular access and egress improvements be undertaken.<br>The City of Busselton applied as part of the 2015/16 CSRFF winter small grants round to undertake a Master Plan of the reserve and were unsuccessful. As a result an internal City officer working group has been established to provide a master planning solution for the issues identified as part of the Active Open Space Recommendations.<br>In addition the relevant Officers have met with each of the current users of Lou Weston Oval, to discuss the design and possible future implementation of the future recreational facilities identified in this application. |
| | **Is the need or a part of the need that you have identified already being catered for?**<br>No, the needs for a new storage (for all users), shelter, kiosk, meeting, change and public ablutions at this facility is real and cannot be catered for elsewhere or at another facility. |
| 2. | **Have you undertaken a feasibility study?** (must be included with Forward Planning applications).<br>Yes ☒ No ☐<br>A Feasibility Study for the Lou Weston Oval Sports Pavilion is included in this application (***see Appendix 5***). |

| | |
|---|---|
| | **If not, how have you assessed the feasibility of your project?**<br>N/A |
| 3. | **What alternatives were considered and why were they rejected?**<br>In making the decision to choose to develop the Lou Weston Oval Sports Pavilion, several options were considered by the City and the users including:<br>Transport to another District Facility in the region – The nearest facilities in the region is Churchill Park, Barnard Park and Sir Stewart Bovell Park; all of which are located in Busselton. These options were not considered feasible because:<br>• The City Council have designated Churchill Park as a future events venue (accommodating the Busselton Trotting Club and the Southern Districts Agricultural Society) and as such anchor tenant developments for the Lou Weston Oval Sports Pavilion must be considered for other current / future sporting facilities in the City.<br>• The City Council have designated Sir Stewart Bovell Park as the long term district headquarters for football (AFL), hockey, diamond sports and athletics. As a result of the existing sports identified this venue does not have the capacity to accommodate the proposed users of the 'Lou Weston Oval Sports Pavilion' as anchor tenants at this venue.<br>• The City Council have designated Barnard Park as the long term district headquarters for Rugby, active sporting events and the Busselton Fire and Rescue Service competition running division. As a result of the existing sports identified this venue does not have the capacity to accommodate the proposed users of the 'Lou Weston Oval Sports Pavilion' as anchor tenants at this venue<br>Renovate/convert/ extend an existing facility – As per the above example, all other Active Open (Sports) spaces in Busselton are at capacity, servicing the population within their catchment areas. As such it is not feasible to renovate/convert or extend these facilities.<br>Create a new Sporting Complex – There is no readily available land in West Busselton to develop such a facility. As such, the development of new localised sports facilities is the most practicable, reasonable and feasible solution. As such, concept and design plans have been developed for the Lou Weston Oval Sports Pavilion and have gone through a process of rigorous community consultation and professional officer development and consideration.<br><br>**Did you consider sharing with another group?** (Please detail).<br>Yes, Lou Weston Oval currently includes the following groups sharing the publically accessible facilities:<br>• Countrys Junior Football Club<br>• Wanderers Junior Football Club<br>• Busselton Netball Association<br>• Busselton Tee-Ball Association |

| | |
|---|---|
| 4. | **How does your project fit into your:**<br>**Club's strategic plan or development plan?** N/A<br><br>• **State Sporting Association's strategic or development plan?** N/A<br><br>**Local authority's strategic or development plan?** Yes, this links with the following plans, and or Council endorsed recreation planning recommendations:<br>City of Busselton Strategic Community Plan 2013<br>This matter aligns with the City of Busselton Strategic Community Plan 2013 and principally with the following strategic goal:<br><br>Caring and Inclusive Community<br>1.3 A community that supports healthy, active ageing and services to enhance quality of life as we age.<br>Well Planned, Vibrant and Active Places<br>2.1 A City where the community has access to quality cultural, recreation and leisure facilities and services.<br>2.2 Infrastructure assets that are well maintained and responsibly managed to provide for future generations.<br><br>Active Open Space Planning Recommendations (2013)<br><br>In 2013 the City of Busselton Council adopted Active Open Space Planning Recommendations to guide the future planning of active open space facilities within the district. This followed 18 months of consultation, needs assessments, a review of the City Leisure Services Plan and a demographic analysis of individual population precincts across the City.<br><br>The facilities were assessed as either Local, District or Regional and the recommendations and designations across the region are detailed on the inside pages of the Active Open Space Planning 2013 document.<br><br>It was endorsed as part of these recommendations that Lou Weston Oval be designated as a local level facility for active open space sports such as diamond sports (Tee ball) and the club based sport of Netball, and as a future facility for Baseball, and provision be made for local level facilities for junior Australian Rules Football.<br><br>The key facility development strategies for Lou Weston Oval Included:<br><br>1. That ageing infrastructure at Lou Weston Oval is replaced by considering shared club facilities and rationalisation of ablution facilities including;<br>• Additional storage;<br>• Installation of sports lighting at the Active playing Field;<br>• Shelter / viewing area for spectators;<br>• Rationalisation of club rooms, change rooms and public toilets at the reserve.<br><br>2. That pedestrian and vehicular access and egress improvements be undertaken. |
| 5. | **What impact is your project likely to have on other facilities and services in your local and regional area?**<br>Nil this facility compliments all other facilities within the City of Busselton and does not duplicate what is being offered at other venues. |
| 6. | **Is your facility multi-purpose** (i.e. caters for a variety of activities at one time)**?** Yes ☒ No ☐<br>**If so, does it service more than one LGA?**<br>No, the sports of Netball, Tee-Ball and junior AFL are played exclusively within the City of Busselton population boundaries. |
| | Site and locality maps should be included with all applications outlining where the proposed facility is located in relation to other sport and recreation infrastructure (where applicable). |
| 7. | **Describe the consultation process undertaken for the project. For example, have you:**<br>• **Invited public submissions** Yes ☐ No ☒ |

| | | | |
|---|---|---|---|
| | • **Conducted a survey** | Yes ☒ | No ☐ |
| | • **Coordinated a public meeting** | Yes ☐ | No ☒ |
| | • **Held forums with key groups** | Yes ☒ | No ☐ |
| | • **Nominated a community representative to the project team;** | Yes ☐ | No ☐ |
| | **Other, please detail** | | |

## MANAGEMENT

| | | | |
|---|---|---|---|
| 8. | **Have you developed a management plan for your facility?** Yes ☒ No ☐<br>Please attach a copy with this application.<br>A Draft Management Plan for the Vasse Sporting Complex is included in this application (***see Attachment 6)***. | | |
| | **If not, please explain how you plan to address management issues i.e. attracting new members, building maintenance and repairs, replacement of broken or stolen items and/or raise sufficient revenue to cover operating costs?** An asset management plan detailing provisions for life of asset costs should be provided for projects over $500,000.<br>A Lifecycle Cost Analysis (Asset Management Plan) has been developed for the major renewable infrastructure for the Vasse Sporting Complex – Sports Pavilion. This Lifecycle Cost Analysis document considers the Asset Management principles of considering short (2 – 5 years), intermediate (5 – 10 years) and long term (10 years) maintenance and renewal periods. It also considers the need for minor and major renewals for all identified assets.<br><br>***(See Appendix 7).*** | | |
| 9. | **How have you catered for management needs in your design (if required)?** Consider access, usage and supervision.<br>Please see ***Appendix 8*** for how management needs have been catered for in the design of the project. | | |
| 10. | **Was an experienced facility manager, builder or technical expert involved in planning the design of your project?** Please outline their experience.<br>On the project planning team the City of Busselton has enlisted the services of a Civil Engineer, Recreational Planner, Design and Technical Officer (in-house) and a consultant (Building Design).<br><br>In particular one of the City's major project proponents is an experienced Civil engineer with 20+ years of experience in civil engineering projects.<br><br>A concept for the Sports Pavilion with Quantity Surveyor estimates were developed for the Barnard Park Sports Pavilion by a Consultant (Bob Bruce) to provide accurate information on the project cost estimates for that pavilion. This project was developed in conjunction with that so as to save money on additional consultancy fees and design costs.<br>(***See Appendix 2 for Sports Pavilion floor plan building concept)*** | | |
| 11. | **If you propose to share a facility, have other groups been asked what features they need?** List these needs and describe how they will be accommodated, either through your project's location, design or the way in which it will be managed.<br>***Please see Appendix 8*** for how user groups have been asked what features they need and how access for different stakeholders have been considered. | | |
| 12. | **Have you considered:** | | |
| | • **child care facilities** | Yes ☐ | No ☒ |
| | • **access for low income earners** | Yes ☒ | No ☐ |
| | • **access for people with a disability** | Yes ☒ | No ☐ |
| | • **access for seniors** | Yes ☒ | No ☐ |
| | • **access on a casual and short-term basis** | Yes ☒ | No ☐ |
| | Please attach a copy of the proposed fee structure. ***Please see Appendix 8*** | | |

## DESIGN

Grant applications are required to provide a **locality map, site map** and **building plans**. Plans are to be submitted in **A3 format.**

| | |
|---|---|
| 13. | **Have you written a design brief for your project?** ☒ Yes ☐ No<br>If yes, please respond to the following points: |
| | **Describe the process used to obtain an estimate of construction cost.**<br>The City of Busselton utilized information from a current project being undertaken in the City of Busselton to obtain an accurate construction cost estimate for the Lou Weston Oval – Sports Pavilion.<br><br>**1. <u>Building Design and Construction costs</u>**<br>Funds for design work for the Lou Weston Oval Pavilion were 'piggybacked' of the Busselton Foreshore redevelopment project to assist in developing a detailed building design and construction cost estimates.<br><br>The City's Major Projects Team developed preliminary concept designs and cost estimates for the Barnard Sports Pavilion to service these facilities in response to an architectural design brief. A very similar design is also to be utilized for the Lou Weston Oval Sports Pavilion.<br><br>In engaging an Architect / Draftsperson for this project the process was as follows:<br>1. The City had several meetings with the future users of Barnard Park to discuss the possible design parameters for the building, and obtained sign off on what was required from a functionality perspective. This was also agreed to by City Senior Management and Council. At the same time the key stakeholders of Lou Weston Oval were also briefed as to the progress of this process, with same emphasis on functionality and design emphasis as the meetings with the Barnard Park users.<br><br>2. The City based on this feedback was able to develop a Request for Quotation (RFQ) 'Barnard Park Sports Pavilion Concept and Detailed Design.' This RFQ was for the engagement of a qualified Consultant to develop a preliminary design and detailed design for the site the Sports Pavilion<br>3. The City of Busselton sent out the Request for Quotation (RFQ) 'Barnard Park Sports Pavilion Concept and Detailed Design' to 3 potential consultants, with Bob Bruce designs awarded the consultancy as per the City of Busselton 'Purchasing and Procurement policy'. This RFQ included the respondents to provide a price estimate and address certain qualitative criteria. (***See Appendix 9 for Bob Bruce Award Letter***);<br><br>4. The selected consultant met with the Barnard Park user group (made up of sporting clubs) on several occasions to develop a preliminary design concept and probable cost estimates based on information provided in the RFQ document as well as information provided as part of the consultation process.<br>5. A preliminary design concept and probable cost estimate was developed for the submission to relevant funding bodies. |
| | An estimate from a qualified consultant in the building industry (e.g. architect, quantity surveyor, builder, engineer, etc.) must be provided with your application.<br>MA Glover Building Consultancies provided an indicative price estimate for the project (including provision for services and price escalation) as an accurate price estimate for construction of the Sports Pavilion<br>(***See Appendix 12 for Consultant Price estimate***); |
| 14. | **What design features will allow your facility to meet changing needs over time?**<br>The proposed Lou Weston Oval Pavilion facility will be built of a modular construction. There is room on the site for expansion to the north. This allows future expansion of the community club facilities should community growth and needs warrant such an expansion. |
| | **Is your current proposal likely to limit any future development on your site?** ☐ Yes ☒ No<br>**If yes, how?** |

| | |
|---|---|
| 15. | **How have you determined the most appropriate technical specification for the equipment and systems for your facility (i.e. filtration, lighting, water heating, air quality – as required)?** The project is still at concept stage and these elements are yet to be determined, however the City is conscious to ensure we include elements in the detailed design and construction phase that adhere to the following Australian Standards to:<br><br>Minimise energy use (Lighting, water heating)<br>• AS 1680 Interior lighting<br>• AS 2047 Windows in buildings – selection and installation<br>• As 1852 Electrical installations of buildings<br>• AS 1056 Storage water heaters<br>• AS 1308 Electric water heaters<br>• AS 2712 Solar water heaters<br>• AS 1680 Interior lighting – safe movement<br><br>Minimise maintenance (quality of build)<br><br>• AS 3660 Protection of buildings from subterranean termites<br>• AS 2688 Timber doors<br>• AS 4085 Automatic sliding door assemblies<br>• AS 4420 series Windows – methods of test<br>• AS 1562 Series – Design and installation of sheet roof and wall claddings<br>• AS 1768 Lightning protection<br>• AS 1170 Minimum design loads on structures<br>• AS 3826 Strengthening existing buildings for earthquakes<br>• AS 2904 Damp proof courses and flashings<br>• AS 4200 Pliable building membranes and underlays<br>• AS 3600 Series Concrete structures<br>• AS 1554 Series Structural Steel welding<br><br>Maximise quality of space environment efficiency (ventilation, temperature and air quality)<br><br>• AS 1668 Mechanical ventilation and air conditioning in buildings<br>• AS 2785 Design and installation of suspended ceilings<br>• AS 2946 Recessed luminaires and air diffusers |
| | **Do they meet Australian Design Standards for your sport or recreation needs?** This will be an assessment factor. ☒ Yes ☐ No |
| | Please refer to DSR's Asset Management Guide on the website for a list of common standards and **note that projects that do not meet Australian Design Standards are ineligible for funding.** |

16. **What energy and water efficient products or design considerations will be included in your facility or project?** (e.g. solar hot water, natural light, geothermal, water recycling etc.).

**Water efficiency**

*Bathrooms and Toilets*

- Showerheads and taps should be rated at "AAA" or better. These are now widely available.
- Ensure units being installed are low volume models.
- Ensure water-heating units are as close as possible to outlets and check both cold and hot water relief valves for correct operation on a regular basis.
- Use dual flush toilets in new installations
- Consider installing on-demand tapware and flushing systems

*Building Design and maintenance*

A facility designed with the:

- Ability to be able to shut off water supply to equipment and areas that are unused
- Ability to be able to Discontinue water circulation pumping in areas not in use
- Ability to be able to check correct operation of cooling system by-pass valves
- Ability to be able to Measure cooling tower loss. Check blowdown rates where excessive to achieve recommended total dissolved solids (TDS).
- Change window cleaning from "periodic" to "as-required"
- Consider switching from "wet" carpet cleaning to "dry" cleaning

*Outside*

- Apply water, fertiliser and pesticides only when needed.
- Water early in the morning or in the evening when wind and evaporation are usually at their lowest.
- Install rain shut-off device to reticulation systems
- Use low volume irrigation fittings where practicable
- Adjust irrigation schedules for seasonal changes.
- Use mulch around landscape plants to reduce evaporation and weed growth

**Energy efficiency**

Energy efficiency can be improved in two main areas:

1. Temperature control and air quality (including building design systems to reduce heat loss in winter and reduce rapid heating in summer and other Heating, Ventilation and Air Conditioning systems)
2. Energy used for activities (showers, cooking, refrigeration etc)

Design considerations to increase energy efficiency include:

- Shape and orientation of the building
- Orientation and share of the glazing
- Shading and wind protection
- Good insulation of the 'building envelope including the floor, walls, roof, windows and doors.

17. **If your project involves floodlighting, have you determined whether there is a need to upgrade your power supply?** If so, is this allowed for in your application?

N/A

## FINANCIAL VIABILITY

It is understood that some facilities will operate at a loss. It is not necessary to suggest that all facilities will break even or make a profit. The intent of this assessment is to be sure that applicants have a realistic understanding of the impact of their project on the operational budget, membership costs or entry fees and an appreciation of the funding requirements over the life of the facility.

| | |
|---|---|
| 18. | Signage in accordance with the current CSRFF Signage Style Guide must be erected during construction periods for all **projects that have a total project cost of over $250,000 or those deemed necessary by DSR**. **Has this cost been incorporated into estimated project costs ($3,000)?**<br>☒ Yes ☐ No |
| 19. | **Have you applied a Life Cycle Cost Analysis to your project?** This is mandatory **for projects that have a total project cost over $500,000.** ☒ Yes ☐ No |
| DSR's Life Cycle Cost Guidelines are available on the website. Developing a life cycle cost approach when considering your project's parameters will assist to make effective financial, economic and operationally sustainable decisions. Applicants may use alternative computer programs to demonstrate compliance. | |
| 20. | **Is your organisation able to meet the ongoing operating costs of your project**? (e.g. wages, power)<br>☒ Yes ☐ No |
| | For **Annual Grant applications** please attach a projected income and expenditure statement for the first year of operation, detailing operating costs, and user fees. |
| | **Forward Planning applications** are to provide income and expenditure statements for the first three years of operation, and include an assessment of the potential impact on the project of social trends, competition, the strategic plans of neighboring local authorities and other factors.<br><br>(***See Appendix 10 for Lou Weston Oval Community Club Inc projected operating income and expenditure)***<br><br>Applicants are to consider the financial impact the development of the project will have on existing facilities within the identified catchment area. Applications to include details of a number of scenarios related to projected income and expenditure. This type of sensitivity analysis based on worst, average, and best-case performance should be used to inform proponents of the project development to the variables and consequent implications. A list of assumptions should be included with all analyses.<br><br>**Attach your audited income and expenditure statements for the last three years (LGAs exempted).** |
| 21. | **Who will be responsible for any operational deficit and how will it be funded?**<br>Lou Weston Oval will be managed and maintained by the City of Busselton, as per the City's annual 'seasonal ground hire' and facility management processes. Ground and facility maintenance will be factored in to the City's annual Engineering, Works and Services budget and is based on industry standards and historical City financial information for recreational facilities of this type.<br><br>The City currently employs a full time Bookings Officer to manage all active public open space bookings throughout the City. This includes a 'Seasonal Ground Hire' application process, which occurs twice yearly for summer and winter sporting seasons. The City also employs a full time Community Development Coordinator that manages club issues and opportunities, club development and future recreation facility planning.<br><br>In terms of maintenance, the City has full time parks and gardens and facilities management teams that specifically focus on community facilities such as Barnard Park. These officers are involved in everything from ground and facility maintenance to line marking (at the start of each season) and the maintenance and erection of goals.<br><br>In terms of the building facility maintenance for the public ablutions component of the project the City has full time Officers to undertake scheduling and implementation of smaller maintenance projects. In terms of larger building maintenance and weekly cleaning schedules these Officers also project manage contractors to come in and undertake these services.<br><br>In terms of the building facility maintenance for the remainder of the (*potentially future leased areas and the subject of this application*) the City of Busselton will form a working group with the Vasse Recreational Facilities Working Group members to ensure initial operations of the facility are conducted in a smooth transition. The City of Busselton will be a key and integral part of developing and assisting with these initial operational costs. |
| 22. | **Will an Asset Replacement Fund be created to ensure the ongoing maintenance of the facility**<br>☒ Yes ☐ No |

**If yes, how have you determined the required annual contributions? If no, why not?**
The City of Busselton sets aside funds for the renewal, refurbishment and eventual replacement of the assets; funding the whole of life costs for that asset.

The City's Asset Management team has a Council endorsed commitment to an annual contribution for each of the City's assets (as a % of total asset value), which is channelled into an infrastructure reserve account. This is a sustainable process for managing and maintaining the City's Asset base going forward.

In terms of the new Lou Weston Oval Sports Pavilion (potentially future leased areas) this approach has been factored into the Lifecycle Cost Analysis and annual renewal contributions will be factored into annual operational budgets for the facility.

**Where the facility is owned by an LGA, how will the funds be accounted for and what agreement exists with the council?**
N/A

## PROJECT DELIVERY

23. **Please indicate key milestones of your project. The key milestones need to be realistic and demonstrate that the project can be delivered in the timeframe.**

| Task | Date |
|---|---|
| Attainment of Council approvals | July 2017 |
| Preparation of tender/quotes for the major works contract | September 2017 |
| Issuing of tender for major works | October 2017 |
| Signing of major works contract | November 2017 |
| Site works commence | December 2017 |
| Construction of project starts | January 2018 |
| Project 50% complete | March 2018 |
| Project Completed | May 2018 |
| Project hand over and acquittal | June 2018 |

24. **Are there any operational constraints that would impact on the construction phase of your project?** (such as your sporting season or major annual event, i.e. if your sport is a winter sport, when will the project commence to ensure that inclement weather does not hinder progress) – provide details.
No. This project will not impact on the ability for Lou Weston Oval to be utilized by Sports and event users.

## GST

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

## PRIVACY STATEMENT AND STATEMENT OF DISCLOSURE

The Organisation acknowledges and agrees that this Application and information regarding it is subject to the *Freedom of Information Act 1992* and that the Grantor may publicly disclose information in relation to this Application, including its terms and the details of the Organisation.

Any information provided by you to DSR can be accessed by you during standard office hours and updated by writing to DSR or calling (08) 9492 9700. All information provided on this form and gathered throughout the assessment process will be stored on a database that will only be accessed by authorised departmental personnel and is subject to privacy restrictions.

DSR may wish to provide certain information to the media for promotional purposes. The information will only include the applicant's club name, sport, location, grant purpose and grant amount.

## APPLICANT'S CERTIFICATION

I certify that the information supplied is to the best of my knowledge, true and correct.

| | |
|---|---|
| **Name:** | Jeremy O'Neill |
| **Position Held:** | Community Development Coordinator |
| **Signature:** | Jeremy O'Neill |
| **Date:** | 15.08.2016 |

## LODGEMENT OF YOUR APPLICATION

- Applications are to be received in **hard copy** and should be clipped at the top left-hand corner, please do not bind. In **addition to the hard copy an electronic copy is encouraged** to be provided.
- It is recommended that you **photocopy your completed application form**, including attachments for your own records and future audit purposes.
- All **attachments** and supporting documentation (see next section) should be **clearly identified** and securely attached to the application form.
- **Applications must be submitted to your Local Government Authority** by the Local Government's advertised cut-off date to ensure inclusion at the relevant Council Meeting.

The following documentation must be included with your application. Applicants may wish to supply additional RELEVANT information.

**Grants $66,666–$166,666 (where the total project cost is $500,000 or less):**

| | |
|---|---|
| ☒ | **Application form** (including any attachments). |
| ☐ | **Incorporation Certificate.** |
| ☒ | **Two written quotes**. Quantity Surveyor costs will be accepted; however the responsibility lies with the applicant to ensure the validity of the information. DSR accepts no responsibility for cost variations to projects that were provided a grant based on submitted Quantity Surveyor costs. |
| ☒ | If your project involves the upgrade of an existing facility, include **photograph/s** of this facility. |
| ☐ | **Locality map, site map and building plans** (in relevant constructions projects), including where the proposed facility is located in relation to other sport and recreation infrastructure. |
| ☐ | **Income and expenditure statements** for the current and next financial years. (LGAs exempted). |
| ☒ | **Written confirmation of financial commitments** from other sources including copies of **council minutes.** (If a club is contributing financially then evidence of their cash at hand must be provided). |
| ☐ | For resurfacing projects, a written guarantee from the supplier of the product that clearly identifies the product's life expectancy. |
| ☒ | **Itemised project cost for components** and identified on the relevant quote for each (including cost escalation). Also construction signage costs if relevant. |
| ☐ | For floodlighting projects, a **lighting plan** must be supplied showing lux, configuration and sufficient power supply |

**Grants $166,667–$2 million (where the total project cost exceeds $500,000) including the above:**

| | |
|---|---|
| ☒ | Needs assessment |
| ☒ | Management plan |
| ☒ | Locality map, site map and building plans (in relevant constructions projects) in AutoCad or similar format with an additional electronic version |
| ☒ | Feasibility study |
| ☒ | Concept design |
| ☒ | Life Cycle Cost Analysis |

**Your application will be considered not eligible if:**

- You have not discussed your project with the Department of Sport and Recreation and your State Sporting Association.
- You do not meet the eligibility criteria for the grant category to which you are applying.
- You have not included with your application all the relevant required supporting documentation. There is no onus on department staff to pursue missing documentation.
- Applicants/projects that have received a CSRFF grant in the past and have not satisfactorily acquitted that grant. In some cases this may apply to localities where other significant projects have not been progressed or have not completed a previous project in accordance with the conditions of the grant provided. An assessment will be made and if no physical progress has occurred, new applications may not be recommended.
- It is not on the 2017/18 CSRFF application form.
- The project for which application is made is specifically excluded from receiving CSRFF support.

## DEVELOPMENT BONUS APPLICANTS ONLY

If you applied for a CSRFF grant for more than one third of the cost of the project, please provide evidence of meeting at least one of the following criteria.

**You MUST contact your local DSR office to determine eligibility before applying.**

| Category | | Details |
|---|---|---|
| Geographical location | ☐ Regional/Remote location<br>☐ Growth Local Government | |
| Co-location | ☐ New<br>☐ Existing | |
| Sustainability initiative | ☐ Water saving<br>☐ Energy reduction<br>☐ Other | |
| Increased participation | ☐ New participants<br>☐ Existing participants – higher level<br>☐ Special interest<br>☐ Other | |

## PROJECT BUDGET

### ESTIMATED EXPENDITURE

Please itemise the components of your project in the table below, indicating their cost and which quote or part of quote was used to estimate this. Quantity Surveyor costs will be accepted however the responsibility lies with the applicant to ensure the validity of the information. A contingency allowance is considered an acceptable component.

| **Project Description (detailed breakdown of project to be supplied** | **$ Cost ex GST** | **$ Cost inc GST** | **Quote Used (list company name and quote no)** |
|---|---|---|---|
| *Ie Construction of change rooms* | *25,000* | *27,500* | *B & S Construction* |
| Construction of a 450m2 sports pavilion at Lou Weston Oval | $1,215,000 | $1,336,500 | MA Glover (Engineering Consultancy) |
| | | | |
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| | | | |
| **Project Signage** | $3,000 | $3,300 | Allow $3,000 ex GST if your project exceeds $250,000 |
| **Donated materials (Cost breakdown must be attached)** | | | |
| **Volunteer Labour (Cost breakdown must be attached)** | | | |
| **Sub Total** | $1,218,000 | $1,339,800 | |
| **Cost escalation** | | | ***The quote from Consultant includes cost escalations and service charges*** |
| **a) Total project expenditure** | $1,218,000 | $1,339,800 | |

- At least **two written quotes** are required for each component.
- If your project is a floodlighting installation or upgrades, please ensure that the power supply is sufficient and no upgrade will be required. If upgrade is required and not budgeted for, the grant will immediately be withdrawn. A **lighting plan** must be supplied showing lux and configuration.

- Projects that do not meet **Australian Standards** are ineligible for funding.

## PROJECT FUNDING

| Source of funding | $Amount ex GST | $ Amount inc ST | | Funding confirmed Y / N | Comments to support claim (please attach relevant support) |
|---|---|---|---|---|---|
| Local government | $812,000 | $893,200 | LGA cash and in-kind | Y | |
| Applicant cash | | | Organisation's cash | | |
| Volunteer labour | | | Cannot exceed applicant cash and LGA contribution – max $50,000 | | |
| Donated materials | | | Cannot exceed applicant cash and LGA contribution | | |
| Other State Government funding | | | | | |
| Federal Government funding | | | | | |
| Other funding – to be listed | | | Loans, sponsorship etc | | |
| CSRFF requested | $406,000 | $446,600 | up to 1/3 project cost | | |
| Development Bonus | | | Up to ½ project cost | | |
| b) Total project funding | $1,218,000 | $1,339,800 | | | |
| *Note: If the funding approved is less than funding requested for this project, or the project is more expensive than indicated in this budget, where would the extra funds be sourced from? | | | | | |
| | | | | | |

## GST

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

## FINANCIAL SUMMARY

| | |
|---|---|
| a) Total project expenditure (ex GST) | $1,218,000 |
| b) Total project funding (ex GST) | $1,218,000 |
| c) Project variance* | |

- ***Balance between a) and b) should equal $0**

## PROJECT ASSESSMENT SHEET

This page is for the use of the relevant Local Government Authority to be used for both community and LGA projects. Please **attach copies of council minutes** relevant to the project approval.

| |
|---|
| **Name of Local Government Authority**: City of Busselton |
| **Name of Applicant:** City of Busselton |

Note: The applicant's name cannot be changed once the application is lodged at DSR.

### Section A

The CSRFF principles have been considered and the following assessment is provided:
(Please include below your assessment of how the applicant has addressed the following criteria)

**All applications**

| | Satisfactory | Unsatisfactory | Not relevant |
|---|---|---|---|
| Project justification | ☒ | ☐ | ☐ |
| Planned approach | ☒ | ☐ | ☐ |
| Community input | ☒ | ☐ | ☐ |
| Management planning | ☒ | ☐ | ☐ |
| Access and opportunity | ☒ | ☐ | ☐ |
| Design | ☒ | ☐ | ☐ |
| Financial viability | ☒ | ☐ | ☐ |
| Co-ordination | ☒ | ☐ | ☐ |
| Potential to increase Physical activity | ☒ | ☐ | ☐ |
| Sustainability | ☒ | ☐ | ☐ |

**Development applications only**

| | Satisfactory | Unsatisfactory | Not relevant |
|---|---|---|---|
| Location | ☐ | ☐ | ☐ |
| Sustainability | ☐ | ☐ | ☐ |
| Co-Location | ☐ | ☐ | ☐ |
| Special Interest Group | ☐ | ☐ | ☐ |

### Section B

| | |
|---|---|
| LGA – priority ranking of this project | High, Well needed by Municipality |
| Priority ranking of no of applications received | 2 of 3 applications received |
| Is this project consistent with the | ☒ Local Plan ☐ Regional Plan ☐ State Plan |
| Have all planning and building approvals been given for this project? | ☐ Yes ☐ No |
| If no, what approvals are still outstanding? | |

**Project Rating (Please tick the most appropriate box to describe the project)**

| | | |
|---|---|---|
| A | Well planned and needed by municipality | ☒ |
| B | Well planned and needed by applicant | ☐ |
| C | Needed by municipality, more planning required | ☐ |
| D | Needed by applicant, more planning required | ☐ |
| E | Idea has merit, more planning work needed | ☐ |
| F | Not recommended | ☐ |

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**LGA comments (Required):**

In 2013 the City of Busselton Council adopted Active Open Space Planning Recommendations to guide the future planning of active open space facilities within the district. This followed 18 months of consultation, needs assessments, a review of the City Leisure Services Plan and a demographic analysis of individual population precincts across the City.

The facilities were assessed as either Local, District or Regional and the recommendations and designations across the region are detailed on the inside pages of the Active Open Space Planning 2013 document.

It was endorsed as part of these recommendations that Lou Weston Oval:

1. Be designated as a local level facility for active open space sports such as diamond sports (Tee ball and Softball) and the club based sport of Netball, and as a future facility for Baseball, and provision be made for local level facilities for junior Australian Rules Football.

2. That ageing infrastructure at Lou Weston Oval be replaced by considering shared club facilities and rationalisation of ablution facilities including;

- Additional storage;
- Installation of sports lighting at the Active playing Field;
- Shelter / viewing area for spectators;
- Rationalisation of club rooms, change rooms and public toilets at the reserve.

City Officers assessed the City's application against the following DSR required criteria:

- Project justification;
- Planned Approach;
- Community Consultation;
- Management Planning;
- Design;
- Financial Viability;
- Coordination.

A formal Needs Assessment was conducted; including consultation using a variety of methods, with information obtained resulting in further planning of the proposed Lou Weston Oval Sports Pavilion. A formal Feasibility Study was conducted, providing a detailed economic and social background analysis, enabling the City of Busselton to make an informed decision regarding the extent and future growth of these sports. Management of the Lou Weston Oval Sports Pavilion has been considered and factored into future management plans of the City of Busselton. The design of the Lou Weston Oval sports facilities (and the potential future pavilion) has included consideration of Australian and industry standards as well as maximising community opportunities for physical activity.

Under the guidelines for the CSRFF grant funding process, The City of Busselton is required to rank, in order of priority, all applications received from within its boundaries. The City of Busselton ranks this application as high, well planned and needed by the Municipality.

Signed Position Manager, Community Services Date 14.8.16

Applications for CSRFF funding must be submitted to your Department of Sport and Recreation office by **4pm on 16 September 2016.** Late applications cannot be accepted in any circumstances.

**DSR OFFICES**

**PERTH OFFICE**
246 Vincent Street
Leederville WA 6007
PO Box 329
Leederville WA 6903
Tel: (08) 9492 9700
Fax: (08) 9492 9711

**PEEL**
Suite 94
16 Dolphin Drive
PO Box 1445
Mandurah WA 6210
Tel: (08) 9550 3100
Fax: (08) 9550 3199

**PILBARA**
Karratha Leisureplex
Dampier Hwy, Karratha
PO Box 941
Karratha WA 6714
Tel: (08) 9182 2100
Fax: (08) 9182 2199

**SOUTH WEST**
80A Blair Street
PO Box 2662
Bunbury WA 6230
Tel: (08) 9792 6900
Fax: (08) 9792 6999

**GREAT SOUTHERN**
22 Collie Street
Albany WA 6330
Tel: (08) 9892 0100
Fax: (08) 9892 0199

**GASCOYNE**
4 Francis Street
PO Box 140
Carnarvon WA 6701
Tel: (08) 9941 0900
Fax: (08) 9941 0999

**GOLDFIELDS**
106 Hannan Street
PO Box 1036
Kalgoorlie WA 6430
Tel: (08) 9022 5800
Fax: (08) 9022 5899

**KIMBERLEY – Broome**
Unit 2, 23 Coghlan Street
PO Box 1476
Broome WA 6725
Telephone (08) 9195 5750
Facsimile (08) 9166 4999
Mobile 0438 916 185

**WHEATBELT - NORTHAM**
298 Fitzgerald Street
PO Box 55
Northam WA 6401
Tel: (08) 9690 2400
Fax: (08) 9690 2499

**WHEATBELT – NARROGIN**
Government Offices
Level 2, 11-13 Park Street Narrogin
WA 6312
Telephone 0429 881 369
Facsimile (08) 9881 3363

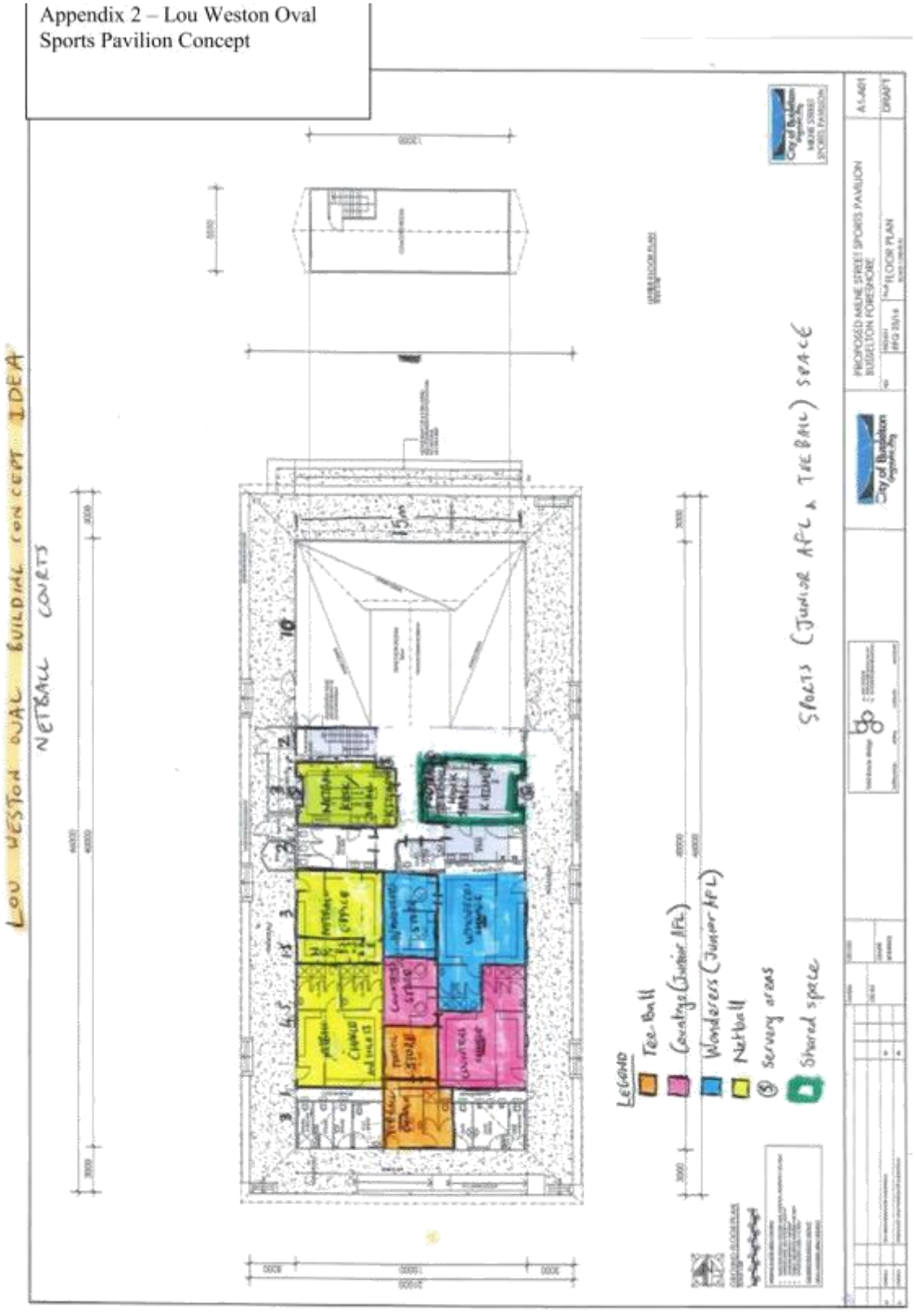
**MID-WEST**
Level 1, 268-270
Foreshore Drive
PO Box 135
Geraldton WA 6531
Tel: (08) 9956 2100
Fax: (08) 9956 2199

Appendix 1 – Lou Weston Oval Concept Plan

Figure 2: Site Map Lou Weston Oval (Future)



Appendix 2 – Lou Weston Oval Sports Pavilion Concept



ppendix 3 – Lou Weston
val Needs Assessment

City of Busselton
Geographe Bay

# Needs Assessment



## Lou Weston Oval (LWO), Busselton

## *(2016 Review)*

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# 1.0 Executive Summary

In October 2004 the then City of Busselton appointed CCS Strategic Management to prepare a Leisure Services Plan for the City with a focus on the period 2005 to 2015. The plan was to provide Council with a sound basis upon which it can plan, coordinate and make future decisions as to the development of recreation services and the provision of facilities in accordance with the desires of the community.

In 2011 due to significant population growth (with a projected population of 40,000 by 2021) it was important to revisit the recommendations from this plan to ensure that they still met the needs and desires of the community.

The Needs Assessment provides recommendations to assist the City of Busselton to address key issues affecting the provision of sports services at Lou Weston Oval (LWO), including the Busselton Netball Association (juniors), the Busselton Tee Ball Association, Wanderers and Country's Football Clubs. It is envisaged that the outcome will be a series of evidence based decisions by the Council that will result in:

- A local level sporting facility able to respond to population growth and changes in community demographics in the long term
- A sustainable and inclusive community facility that contributes to the health and well being of Busselton residents
- Provision for the current growth in participation that has been experienced by many of these sports in Busselton, and directly related to sustained population growth in the City

The requirements for the establishment of needs assessment of LWO was established by the following studies:

1. Lou Weston Oval Needs Study (2012)

In March 2012 City officers commenced community consultation to begin the process to determine community needs at this facility. Initial face to face needs assessment meetings were conducted with individual user groups, with the findings compiled into a site specific needs analysis.
The scope of this study included the following:

- A review of the City of Busselton's existing Leisure Services Plan to provide background information concerning recreational issues, facilities, philosophies and perceived needs throughout the City;
- An identification of needed services and facilities that are not currently provided on site;
- An examination of current usage of existing facilities and grounds with recommended future planning options;
- An assessment of the quality and level of service provision at each facility in terms of the facility being "fit for purpose";
- An identification of the club's Strategic Plan, current membership and expected Growth rate.

2. Desktop review (2015)

In 2015, three years after the initial Needs study was conducted, it was important to revisit this study and touch base with the users again to ensure that the needs previously identified were still current. This review included the following:

- Reviewing any known changes in terms facility and user group developments in the last three years
- Updating this document (needs assessment) to reflect these changes
- Send out revised document to Lou Weston Oval user groups (and meet if required)
- Make relevant changes as necessary

## 2.0 Methodology

In 2012, for the development of future needs the study consisted of:

- A preliminary meeting with the facility users
- Development of a combined needs assessment report
- Review process of needs assessment report with all users of LWO

In 2015, the review of the Needs assessment for the Lou Weston oval precinct consisted of:

- Review of draft Needs Assessment document by all stakeholders of LWO (desktop review)
- Recommendations / changes as requested by user groups

- Meet on-site (if required) with committees to discuss the needs assessment in more detail to finalise changes to the document
- Finalisation of revised Needs Assessment to be included as part of future funding applications for Master planning and ultimately design and construction of new facilities.

## 3.0 Strategic and Facility Plans

City of Busselton Strategic Community Plan (2013)

The upgrade of facilities at Lou Weston Oval has been identified as a key element in the City of Busselton's Strategic Community Plan 2013, classified within Strategic Priority 2, under the key result area for *'Well Planned, Vibrant and Active Places':*

- *A City where the Community has access to quality cultural, recreation and leisure facilities and services (City of Busselton Strategic Community Plan 2013)*

Leisure Services Plan (2007)

On February 14, 2007 the Council adopted certain recommendations as contained in Section 16 of the *Leisure Services Plan for the City of Busselton - Final Report* without amendment, to be used as a set of guiding principles for future facility and services planning within the City. Recommendations pertaining to Lou Weston sporting complex from this report included:

*16.2.32 Remove the cricket pitch from Lou Weston, or if cricket is required at Lou Weston relocate the pitch to the middle of the rectangular fields as shown on the concept plan*

*16.2.33 Plan for the resurfacing and lighting of the netball hard courts to encourage increased training and competition on outdoor courts*

*16.2.34 Plan for lighting of the oval for training purposes when demand dictates*

**Updates on these recommendations are as follows:**

*16.2.32 Cricket is not required to be played on Lou Weston Oval. The pitch has been grown over with coverage of turf and up until this point in time there has been no community need for removal of this pitch. If there is a significant need for removal of this pitch into the future it can be considered as a project in the City's 10 year long term financial plan.*

*16.2.33 Resurfacing of the netball hard courts was completed in 2010. Sports lighting is currently only on three (3) of the nine (9) courts and is not of a contemporary standard. As the netball club grows a lighting upgrade of the existing lights and an increase in the networks of these lights may be required to meet this growth. In addition an audit of the resurfacing works needs to be conducted to confirm long term strategy with these facilities. Unfortunately the re-surfacing has started to crack in areas on many of the courts. A meeting was held with representatives from the City and BNA on-site in 2014 to discuss the issue. The project was*

*managed by the BNA and unfortunately they have not got a copy of the warranty or the contract of engagement. As the contract of engagement was between the BNA and the contractor, the City has no legal basis to get these courts attended to as part of the warranty process.*

*16.2.34 The need for lighting of the oval will be required in a medium to longer term time frame (5-10 years+). With the City's population increasing on average of 4% per annum the facility is starting to reach a straining point in the number of active playing spaces available for training and competition. Current strategies include the use of School (DET) facilities for training and the new developments (Vasse, Dunsborough, Provence and Ambergate North) when they finally "come on line." Sports Lighting is a required strategy at this venue moving forward to increase the usage of existing facilities.*

Active Open Space Planning Recommendations (2013)

In 2013 the City of Busselton Council adopted Active Open Space Planning Recommendations to guide the future planning of active open space facilities within the district. This followed 18 months of consultation, needs assessments, a review of the City Leisure Services Plan and a demographic analysis of individual population precincts across the City.

The facilities were assessed as either Local, District or Regional and the recommendations and designations across the region are detailed on the inside pages of the Active Open Space Planning 2013 document.

It was endorsed as part of these recommendations that Lou Weston Oval be designated as a local level facility for active open space sports such as diamond sports (Tee ball) and the club based sport of Netball, and as a future facility for Baseball, and provision be made for local level facilities for junior Australian Rules Football.

The key facility development strategies for Lou Weston Oval Included:

1. That ageing infrastructure at Lou Weston Oval is replaced by considering shared club facilities and rationalisation of ablution facilities including;

- Additional storage;
- Installation of sports lighting at the Active playing Field;
- Shelter / viewing area for spectators;
- Rationalisation of club rooms, change rooms and public toilets at the reserve.

2. That pedestrian and vehicular access and egress improvements be undertaken.

Footnote: At the time of the initial Needs Analysis (2012) and Active Open Space Planning Recommendations (2013), Softball as a sport had moved to LWO from Sir Stewart Bovell Park (SSBP) with the plan that Tee-Ball and Softball to consolidate as an overall 'Diamond Sports' organisation. That failed to eventuate for a number of reasons and Softball are again hiring SSBP for their training and competition needs.

# 4.0 Program Needs

## *4.1 Busselton Netball Association*

### 4.1.1 Netball Courts

The Busselton Netball Association (BNA) historically practised and competed at the outdoor Netball court facilities at Lou Weston Oval prior to the construction and opening of the Geographe Leisure Centre (GLC) in 1998.

The BNA have over sixty (69) teams from five (5) years of age (Funnet) to eighteen (18) years and under and two senior divisions. The juniors train and compete at the Netball facilities at Lou Weston Oval, whilst the seniors train and compete at the Geographe Leisure Centre (GLC).

In 2000 the BNA, including both junior and senior clubs, began winter competition on the three indoor hard courts at the GLC. In 2009, after nine years of competition at the GLC the BNA (junior competitions only) made a decision to return to competition at Lou Weston Oval.

Figure 1. Northern view of the Netball Courts



The reasons for this venue change included:

1. A stagnation of membership caused by long and hectic scheduling on the three available courts at the GLC. A return to Lou Weston Oval would allow for scheduling on nine courts;

2. Safety considerations from a periodic water condensation issue at the GLC. This condensation issue made the court surface slippery underfoot.

Late in 2009 the BNA (juniors) undertook a needs assessment process and identified the resurfacing of the nine outdoor Netball courts at Lou Weston Oval as their number one priority. The BNA (juniors) identified that an upgrade of this facility would address the stagnation in membership numbers and allow for the opportunity for BNA membership and participation growth into the future. The Netball court facility was also ageing, with water pooling and loose gravel appearing, which was a concern for users of this facility.

In 2010 the BNA received funding from both the City of Busselton and the Department of Sport and Recreation for the resurfacing of the netball courts. These courts were re-surfaced in 2011 and have now been played on for the last three seasons.

Unfortunately the new surface has started to crack in areas on many of the courts. A meeting was held with representatives from the City and BNA on-site in 2014 to discuss the issue. The project was managed by the BNA and unfortunately they have not got a copy of the warranty or the contract of engagement. As the contract of engagement was between the BNA and the contractor, the City has no legal ability to get these courts attended to as part of the warranty process. It is recommended that the BNA continue to approach the contractor to meet their obligations in terms of the warranty for work(s) undertaken.

### 4.1.2 Sports Lighting Netball Courts

Sports lighting is currently only on three (3) of the courts and is not of a contemporary standard. As the netball club grows a lighting upgrade of the existing lights and an increase in the networks of these lights will be required to meet this growth. It is proposed that this upgrade be developed as a staged approach, with an audit and upgrade to existing facilities is of the first priority of any lighting upgrade project.

### 4.1.3 Netball Club rooms

Figure 2. Netball Club rooms



The Busselton Netball Association constructed the Netball Club rooms adjacent to the netball courts in 1983. Up until 2013 there has never been a formal arrangement (lease or licence) between the City of Busselton and the Busselton Netball Association for this building footprint.

In 2013 as part of the negotiation on the lease, the BNA expressed their preference for a 21 year lease term; however a 5 year term with an option for a further 5 years was resolved by Council (C1309/232) and is consistent with the City's recent approach in similar circumstances. The City has in addition committed in their long term financial plan to the development of a concept design and the potential of facilities upgrade(s) for the Lou Western Oval. This may well include the upgrade of facilities and buildings and require the City to enter into new arrangements and agreements with current users of Lou Weston Oval, including the BNA.

The City of Busselton applied as part of the 2015/16 CSRFF winter small grants round to undertake a Master Plan of the reserve and were unsuccessful. As a result an internal City officer working group has been established to provide a solution for the issues identified as part of the Active Open Space Recommendations.

In recent years there was an unwritten agreement between the BNA and the Busselton Tee Ball Association for the use of the club room facility for the summer seasonal hire period. In the 2015/16 season the BTA did not utilise Netball Club rooms, with monthly meetings held at the Esplanade Hotel in Busselton.

## *4.2 Busselton Tee-Ball Association*

The Busselton Tee Ball Association (BTA) has played at Lou Weston Oval since circa. 1990. Tee Ball is played on Saturday mornings by children of ages of five (5) to twelve (12) from mid October to end of March. Currently the BTA have six (6) teams in two age divisions and membership has been in a slow decline over the last ten (10) years. The BTA train and compete on the reticulated active playing space at Lou Weston Oval and have five diamonds available for competition every Saturday.

In terms of facilities the BTA have access to two (2) small storage compounds at the City Change room facilities at the northern end of the reserve and access to the BNA's club facilities for match day operations and meetings. The following needs have been identified by the BTA for the facility going forward:

1. Signage – The Busselton Tee Ball Association have a long history of association with LWO. Although they do not have a lease over the facility they would like some signage at the park to recognise this long association with the reserve.

2. Additional storage – As per all the other summer and winter hirers of the venue there is inadequate storage at the facility for all training and competition equipment.

3. Shelter / viewing area for spectators

4. Meeting room facilities

## *4.3 Busselton and Districts Junior Football Association*

The Busselton and Districts Junior Football Association (BADJFA) have two member clubs that train and compete on the reticulated active playing space at the venue; Wanderers and Countrys Football Clubs. In 2014 both teams had 6 teams each the grades were classed as year groups from year 3's through to 10's An

additional Auskick centre will commenced at Lou Weston Oval in 2016. This will increase participation at the venue by an additional 60 participants. During the winter ground allocation season (April to September each year) they train up to three (3) nights per week and use the venue for competition on Saturdays.

Due to the physical distance from the BNA club facilities to the active playing surface the BADJFA participants and spectators do not use these facilities. Future facility requirements at the venue were very similar to the BTA's requirements as follows:

1. Additional storage - As per all the other summer and winter hirers of the venue there is inadequate storage at the facility for all training and competition equipment.
2. A Kiosk area
3. Sports Lighting - As identified in the LSP sports lighting at all highly used active playing reserves, such as LWO, will allow an increased scheduling for competition and training as the population increases.
4. Shelter / viewing area for spectators
5. Meeting room facilities

In 2014 a consortium of the BTA and the two 'home' BDJFA clubs (Countrys and Wanderers) approached the City of Busselton with a proposal for additional storage facilities. These facilities were proposed for the northern end of the reserve, adjacent to the northern change rooms. They also applied for funding through the South West Development Commissions *'Community Chest Fund'* for these facilities, but were unsuccessful. As, the City of Busselton is looking to attract funding from the Department of Sport and Recreation (DSR) from the 2017/18 Forward Planning Grants Round to commence work on a new multi-purpose co-shared facility for the precinct, this is proposed to include any additional storage facilities at the venue.

# 5.0 Existing Change room / Ablution Facilities

## *5.1 Change rooms (north)*

The reticulated active playing space is used all year round by all sporting codes other than netball, with use expanding each year. In response to this use the City facilities department undertook a renovation of the change rooms at the northern end of Lou Weston Oval in 2011/12, as interim measure prior to any future master plan or major facilities upgrade. This included the removal of asbestos from the roof and renovation to the change and toilet / shower facilities.

Figure 3. Refurbished Change rooms





Figure 4. Geographical Location of Change rooms




The issue of use of this as the "match day" operations centre for all Lou Weston oval users is that there is only one set of change rooms and limited storage on-site. Given their physical location, even if there were an upgrade in this area to include additional change room facilities, it would be unlikely that these would be used by the Netball users as the change rooms are not close enough in proximity to the netball courts.

There is also minimal car parking / access at the northern end of the reserve, which makes access and egress to these facilities difficult.

In addition there are currently real risks to pedestrians, oval users and cyclists in terms of access and egress from this portion of the site. Subsequently City Officers undertook a risk assessment of and results from this assessment concluded that with the foreshore shared path running east west through this location it could create a significant risk for cyclists and pedestrians.

Figure 5. Potential Northern access / egress location





### *5.2 Public Toilets (South)*

There is significant parking available at the southern end of the reserve that is currently only serviced by a small public toilets facility.

Figure 6. Public Toilets (South)



## *5.3 Parking and Pedestrian safety*

In response to the issues raised above, preliminary design work has been carried out by the City as a means to improve parking and pedestrian safety. Preliminary design is as follows:



# 6.0 Conclusion

All studies were assessed with consideration for current and future population projections, as well as strategic and facility plans. All of the users of LWO were audited for facilities, programs and services and 'gaps' in their current provision levels. Consultation was conducted using a variety of approaches with the information provided utilised in the development of this Needs assessment.

The demand for improved and expanded facilities for users of LWO is real and required in the immediate term (3-5 years) particularly when viewed in the context of population growth.

Recommendations from the Needs assessment are as follows:

1. That ageing infrastructure at Lou Weston Oval is replaced by considering shared club facilities and rationalisation of ablution facilities including;

    - Additional storage;
    - Installation of sports lighting at the Active playing Field (longer term);
    - Shelter / viewing area for spectators;
    - Rationalisation of club rooms, change rooms and public toilets at the reserve.

2. That pedestrian and vehicular access and egress improvements be undertaken.

Appendix 4- Active Open Space Planning Recommendations

# Active Open Space Planning 2013







In 2013 Council adopted Active Open Space Planning Recommendations to guide the future planning of active open space facilities within the district. This followed 18 months of consultation, needs assessments, a review of the City Leisure Services Plan and a demographic analysis of individual population precincts across the City.

The facilities were assessed as either Local, District or Regional and the recommendations and designations across the region are detailed on the inside pages of this document.

October 2013



City of Busselton
Geographe Bay

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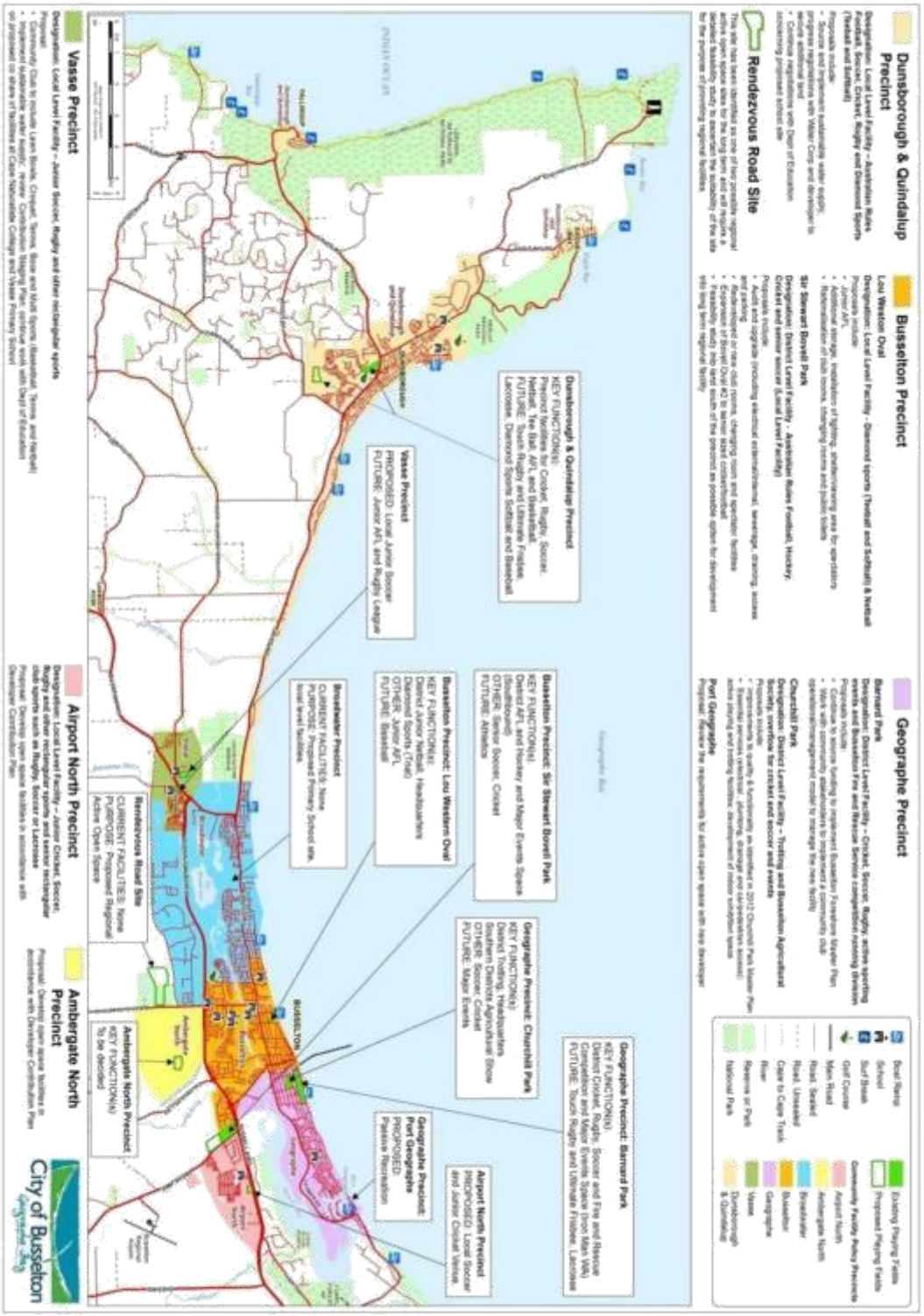

Dunsborough & Quindalup Precinct
Busselton Precinct
Geographe Precinct
Rendezvous Road Site
Vasse Precinct
Airport North Precinct
Ambergate North Precinct
City of Busselton

**Categories of Active Open Space**

Individual active open space facilities were assessed as either:

Local - One active public open playing space for up to 3,500 head of population. Generally characterised as being between 1 and 5 hectares in size and catering for one or a number of clubs within a sporting association.

District - One active public open playing space to cater for in excess of 20,000 head of population. Generally characterised as between 5 and 20 hectares and catering for one or a number of different sporting associations.

Regional - Generally larger than 20 hectares and catering for a broader catchment than the City's localgovernment area.




Relevant Plans and Policies:

Community Facilities Contribution Policy

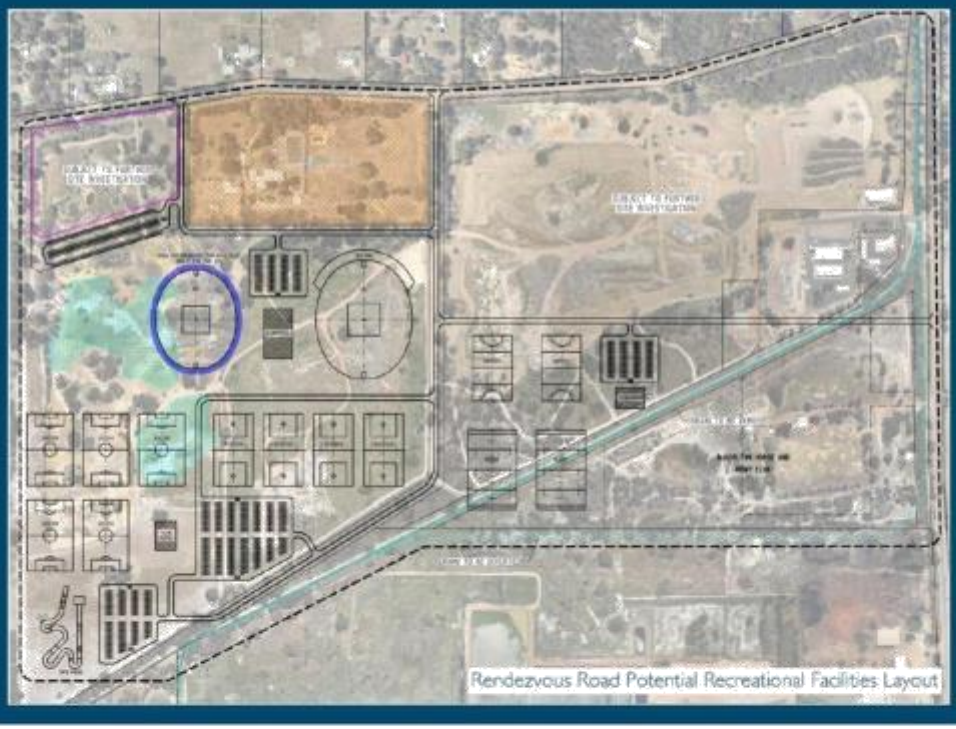
Liveable Neighbourhoods

Leisure Services Plan

Need more information?

Active Open Space Planning:
Community Development Co ordinator – 9781 0356

Sporting provider information:
Executive Support officer – 9781 0318




City of Busselton
Geographe Bay

Telephone: (08) 9781 0444
Facsimile: (08) 9752 4958
city@busselton.wa.gov.au

2 Southorn Drive, Busselton
Locked Bag 1, Busselton WA 6280
www.busselton.wa.gov.au

Appendix 5- Feasibility Study
Lou Weston Oval

City of Busselton
Geographe Bay

# Feasibility Study

## Sports Pavilion –Lou Weston Oval



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# 1. Executive Summary

The City of Busselton is currently in an exciting new phase of planning and development; in particular the planning and development of the new Sports Pavilion at Lou Weston Oval.

Background

Community and sporting groups have utilised at Lou Weston Oval, located at Lot 4539 King Street Busselton for many years. Lou Weston Oval is a three (3) hectare public reserve that is utilised for recreational purposes year round, featuring an active playing field, nine (9) netball courts with limited sports lighting, a club building, a small change room, and a public toilet facility.

In summer the active playing fields are utilised by the sports of Tee-Ball and Softball, and in winter by junior Australian Rules Football and Netball.

In 2013 the City of Busselton Council adopted Active Open Space Planning Recommendations to guide the future planning of active open space facilities within the district. This followed 18 months of consultation, needs assessments, a review of the City Leisure Services Plan and a demographic analysis of individual population precincts across the City.

The facilities were assessed as either Local, District or Regional and the recommendations and designations across the region are detailed on the inside pages of the Active Open Space Planning 2013 document.

It was endorsed as part of these recommendations that Lou Weston Oval be designated as a local level facility for active open space sports such as diamond sports (Tee ball) and the club based sport of Netball, and as a future facility for Baseball, and provision be made for local level facilities for junior Australian Rules Football.

The key facility development strategies for Lou Weston Oval Included:

1. That ageing infrastructure at Lou Weston Oval is replaced by considering shared club facilities and rationalisation of ablution facilities including;

- Additional storage;
- Installation of sports lighting at the Active playing Field;
- Shelter / viewing area for spectators;
- Rationalisation of club rooms, change rooms and public toilets at the reserve.

2. That pedestrian and vehicular access and egress improvements be undertaken.

A Needs Assessment has already been carried out for Lou Weston Oval with the preferred outcome being a new co shared sports pavilion to be located at the central southern edge of the reserve.

The assessment recommendations included:

- Preparation of a feasibility study to create a planning, management and operational blue print for Lou Weston Oval
- The development of concept designs and cost estimates for the 'Sports Pavilion –Lou Weston Oval
- The City of Busselton will use these concept designs and cost estimates as the basis for funding submission(s) to relevant State and Federal Government agencies for the detailed design and construction of the Lou Weston Oval Sports Pavilion. (Draft concepts completed)

The Feasibility Study will provide a detailed economic and social background that will enable the City of Busselton to make informed decisions regarding the extent and future growth of the sports of junior AFL, Tee Ball and Netball in Busselton, as well as the location, scope and timing of the redevelopment project. The document will also be used in support of funding applications that may be made and to support other planning processes in the next step in project development.

It will focus on seven (7) areas of investigation:

- Population Profile
- Participation trends
- Existing Facilities
- Community consultation
- Proposed development
- Management
- Financial projections

### *1.1 Expected Outcomes*

The new Sports Pavilion at Lou Weston Oval is expected to provide the following social, community and environmental outcomes to the community of Busselton:

- An upgraded local active playing facility in West Busselton, capable of providing training and competition facilities for proposed regular users such as the Country's Junior Football Club (CJFC), Wanderers Junior Football Club (WJFC), Auskick Centre, Busselton Netball Association (BNA), and Busselton Tee Ball Association (BTA).
- A co shared sports facility able to respond to population growth and changes in community demographics in the long term, and resulting in a sustainable and inclusive community facility that contributes to the health and well-being of Busselton residents.
- A sports facility that will be strategically placed as a "community hub" in the West Busselton community.
- This project once completed will provide new services and facilities for approximately for approximately 400 junior sporting participants that access the grassed sports spaces of Lou Weston Oval, as well as participants in the hard court sport of Netball.

## 2. The City of Busselton – Background information

The adoption and development of Active Open Space Planning Recommendations, was the pre-cursor to the construction of a new Sports Pavilion at Lou Weston Oval. In 2013 the City of Busselton Council adopted Active Open Space Planning Recommendations to guide the future planning of active open space facilities within the district. This followed 18 months of consultation, needs assessments, a review of the City Leisure Services Plan and a demographic analysis of individual population precincts across the City.

The facilities were assessed as either Local, District or Regional and the recommendations and designations across the region are detailed on the inside pages of the Active Open Space Planning 2013 document. As a result, community consultation has been undertaken with prospective users of the new Active Precinct. The Needs Assessment for this precinct has been completed with the following included in the study scope:

- A review of the City of Busselton's existing Leisure Services Plan
- An identification of services and facilities that needed but not currently provided
- An identification of facilities and services in the Busselton township
- An examination of current usage of facilities and grounds together with recommended future planning options
- An assessment of the quality and level of service provision at each facility

The Needs Assessment found that the change, toilet, storage, kiosk and meeting facilities available to the junior AFL, Tee Ball and Netball were grossly inadequate or non-existent; leading to a consideration of options including the development of a new co-shared Sports Pavilion at Lou Weston Oval.

The key users of Lou Weston Oval conducted a review of management options and the feasibility of co-sharing with the proposed sporting partners. By co-sharing these groups together in one facility it has many operational and financial viability benefits including increasing the number of regular users to around 1100 people, which in turn would reduce the subsidy per member for operational expenses. It will be condition of the ground lease from the Council that as not for profit community group that any profits from model could go back into the maintenance of club facilities, equipment and an on-going asset replacement reserve.

## 2.1 Population Profile

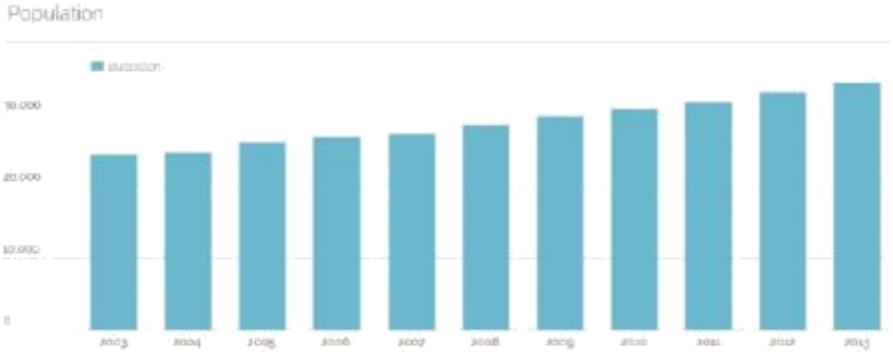
The City of Busselton had an estimated resident population of 34,290 in 2013 according to the Australian Bureau of Statistics, with the City's average annual growth rate over the past 20 years being in excess of 4%, one of the highest sustained growth rates for a regional area in Australia. Approximately 67% of the total City population is located in the town of Busselton.

Figure 1. City Estimated Permanent Resident Population Growth

**Population Growth**

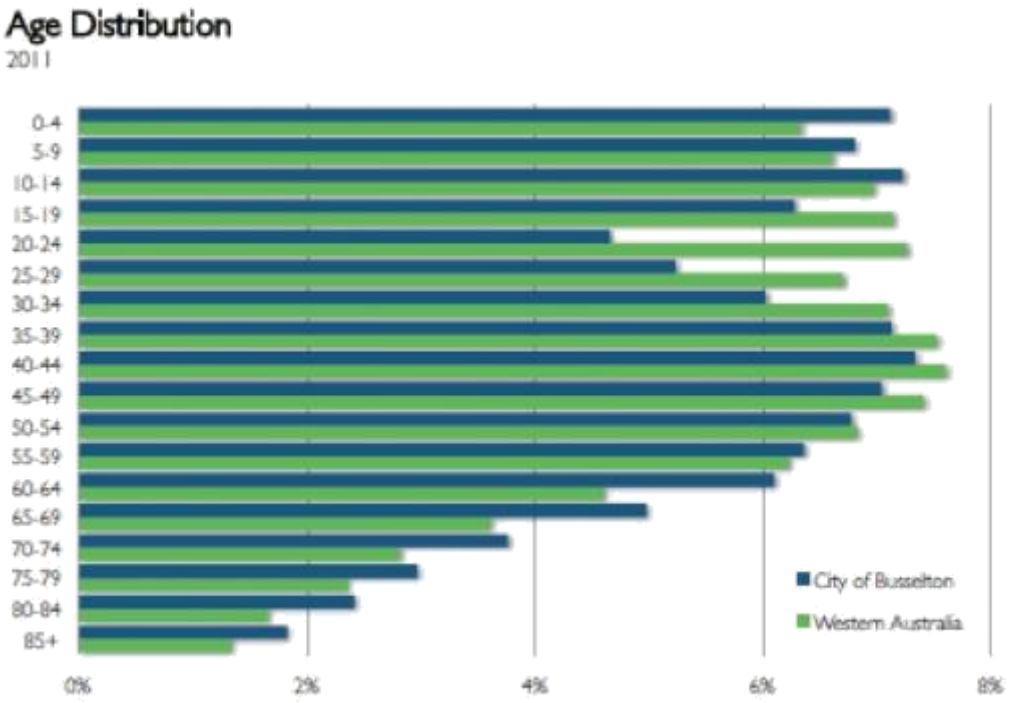
| | Population level 2013 | Population level 1 year ago | Annual change (+/-) 2012-13 | Annual % change 2012-13 | Trend | Average annual growth 2008-13 | Annual growth vs 5yr avg |
|---|---|---|---|---|---|---|---|
| Busselton | 34,290 | 32,925 | +1,302 | 4.1% | ↓ | 3.6% | Average |
| Western Australia | 2,510,321 | 2,437,994 | +81,327 | 3.3% | ↓ | 3.0% | Outperform |
| Australia | 23,135,281 | 22,728,254 | +407,027 | 1.8% | ↑ | 1.7% | Outperform |

Source: ABS




The City of Busselton had a significant proportion of its population in 2011 that could utilise the new Sports Pavilion at Lou Weston Oval, according to the Australian Bureau of Statistics, with approximately 27% of the population 0- 19 years and approximately 45% of the population 20-54 years of age.

Figure 2. Age Profiles – City of Busselton




## 2.2 Participation Trends

In December 2014 Roy Morgan Research conducted a survey and developed a National Sports Participation Report. A summary of key findings included:

- The top ten organised physical activities for junior sports (6-13 years of age), in terms of total participation rate, were swimming, outdoor football (soccer), cycling, athletics, basketball, dancing, outdoor cricket, netball, tennis, and gymnastics.
- Of all organised activities Netball was the 8th overall for the most participated activity nationally with an estimated 503,000 participants
- Of all organised activities Australia Rules was the 11th overall for the most participated activity nationally with an estimated 438,000 participants

## 2.3 Existing Facilities

An analysis of the existing facilities, programs and services offered by the clubs identifies the following 'gaps'. Those that would be met by the development of new Sports Pavilion at Lou Weston Oval including:

- Poorly planned (not master planned) Active Public Open Space;

- No sports lighting for training purposes for the active open sports such as junior AFL and Tee-Ball and inadequate and insufficient lighting for Netball;
- Inadequate parking and access and egress to the site for active users;
- Facilities for first aid, changing, medical, meeting and refreshments either inadequate or non-existing;
- Facilities for on-site storage non-existent for active open space users such as junior AFL and Tee-Ball.

## 2.4 Community consultation

Community consultation carried out to determine the needs of junior AFL, Tee Ball and Netball in Busselton has identified Lou Weston Oval as a 'sporting hub' (as identified in 2.3) needs not currently available in this locality.

## 2.5 Proposed development

The proposed development has included the construction of a co-shared sports pavilion. City of Busselton technical staff has developed engineering designs and cost estimates for additional car parking, landscaping and other external infrastructure and a Draftsperson has been engaged to develop preliminary concept designs and cost estimates for the Sports Pavilion. Facilities are to include a sports pavilion to service Lou Weston Oval. This facility would provide essential storage, public ablutions, kitchen / servery (x2), meeting and function, offices, spectator viewing and change rooms.

## 2.6 Management

The essential public toilets will be managed and maintained by the City of Busselton, as per the City's annual 'seasonal ground hire' and facility management processes. Ground and facility maintenance will be factored in to the City's annual Engineering, Works and Services budget. An asset management replacement reserve will be set up for the facility on construction, within the recommended guidelines for all City of Busselton facilities.

In terms of the other individual elements of the building, it is proposed that each tenant be offered a secure long-term lease by the City in a co-located arrangement, for their respective individual areas. In terms of the 'shared areas' such as the kiosk / servery and meeting and function rooms there will be a need for a management group to be set up to ensure regular communication on bookings and facility management issues.

The draft management plan developed by the Lou Weston Oval key stakeholders in consultation with the City foreshadows a joint management model at Executive Committee level, as outlined in detail in section 6 of this document, with the individual club committees of the Wanderers Junior Football Club, Countrys Junior Football Club, Lou Weston Auskick Centre, Busselton Netball Association and Busselton Tee-Ball Association.

## 2.7 Financial Development of the Project

The capital cost of construction of the Lou Weston Oval Sports Pavilion as defined in this document will be met by a variety of funding sources. This includes funds raised through funding applications to the relevant State agencies, the clubs themselves (for the fit out) and a contribution from the City of Busselton.

City of Busselton technical staff has developed in-house engineering designs and cost estimates for the overall precinct, including re-developed car parking, removal of existing buildings and a landscaping plan.

In terms of the Sports Pavilion project, In June 2016 the City of Busselton has utilised some funds from their major projects division for concept / detailed design work for Barnard Park Sports Pavilion (and cost estimates) as a means to 'piggyback' towards the Lou Weston Oval Sports Pavilion for preliminary concept designs and cost estimates for the Community Club facilities in response to an architectural design brief.

These sources of information will provide the basis for funding submission(s) to relevant State and Federal Government agencies for the detailed design and construction of the Complex.

## *2.8 Operating Costs*

Ground and facility maintenance will be factored in to the City's annual Engineering, Works and Services budget. An asset management replacement reserve will be set up for the facility on construction; within the recommended guidelines for all City of Busselton facilities.

The operational and maintenance costs for the Lou Weston Oval Sports Pavilion will be met by the Lou Weston Oval Community Club (Inc) *(name to be confirmed)*.

Income for the facility will rely on a combination of memberships, social activities, regional sporting and other community events and successful promotion and marketing of the club facility for hire.

The new facility will have a much wider reach in terms of physical activity opportunities for community groups and the general public. Community group hire could include indoor pursuits such as Yoga, Tai Chi, Pilates, Darts and other indoor user groups.

# 3. Planning for the new Precinct

In developing this feasibility study, a range of national, state and local planning documents have been reviewed. This review provides the planning framework to enable analysis and the basis for future facility recommendations. The review included the following:

- SD6 (*Strategic Directions for Western Australian Sport and Recreation Industry 2016-20*) planning document
- Report to Sport (*Australian Sports Commission 2010*)
- City of Busselton Strategic Community Plan (*2013*)
- City of Busselton Leisure Services Plan *(2005)*
- City of Busselton Active Open Space Planning Recommendations (2013)
- Needs Assessment – Lou Weston Oval

## *3.1 Strategic Directions 2016–2020*

Strategic Directions 2016–2020 (SD6) is a guiding framework for the next few years. The challenges and opportunities set out in the document reflect the comments and advice provided by a wide range of industry stakeholders and build upon the previous Strategic Directions 5 (2011-15) documents. SD6 has been developed to:

- provide vision and direction for WA's sport and recreation industry
- increase stakeholder understanding of emerging issues
- guide strategic planning processes for organisations
- better inform the Government of stakeholder aspirations

The SD6 framework operates in addressing the following key challenges:

- governance
- integrity and values
- public open space and urban form
- adventure and outdoor recreation
- commercialisation
- diversity in leadership and management
- financial certainty
- leveraging facilities investment
- life course and life stage participation

- monitoring, evidence and research
- participation, culture and affordability
- technology
- vital volunteers

The development of this Complex responds to the following key challenges identified in SD6:

20) planning document.
The first key challenge Life Course and Life Stage Participation; challenge 9 relates to "*the achievement of improved participation rates in sport and recreation, and more broadly active lifestyles*." This project once completed will provide new services and facilities for approximately 520 junior sporting participants that will access the grassed sports spaces of Lou Weston Oval, as well as participants in the sports of Netball. The broad number of sports being offered at Lou Weston Oval provides a base for active lifestyles in the West Busselton community.

The second key challenge Public Open Space and Urban Form; challenge 3 relates to "*In order to deliver public open space which meets the needs of communities into the future we must be efficient with resources, focus on function of sites, and provide equitable access to facilities*." The construction of all elements of the LWO Masterplan will address this challenge and increase in physical activity in the following ways:

**The development of new sporting facilities**
A new high quality local sports and recreation facility at Lou Weston Oval, Busselton will enable all of the proposed member clubs to expand and improve their program and service delivery to the West Busselton locality. Existing ancillary facilities for all clubs are either non-existent or of sub-standard quality. The development of a new Sports Pavilion would provide essential storage, kiosk, kitchen / servery, meeting and function, offices, spectator viewing and additional change rooms to all users of Lou Weston Oval.

## *3.2 Report to Sport (Australian Sports Commission 2010)*

In 2009 the Federal Government appointed an independent expert panel to make recommendations on the specific structures, programs and reform required to ensure the continuing robustness of the Australian Sports System entitled 'The Future of Sport in Australia'.

In response to this report the Federal Government, through the Australian Sports Commission (ASC), released a blue print for structural reform, 'Report to Sport' championing the following key initiatives:

- better alignment of the high performance system
- building a more cohesive sports system
- increasing Australia's involvement in sport
- rebuilding the value proposition for sport

Examples of Federal Government involvement to increase Australia's involvement in community sport include programs such as the 'Active After-school Communities program', 'Sports Connect' and 'Sports Ability'.

## 3.3 City of Busselton Strategic Community Plan (2013)

The development of the Lou Weston Oval Sports Pavilion has been identified as a key element in the City of Busselton's Strategic Community Plan 2013, classified within Strategic Priority 2, under the key result area for *'Well Planned, Vibrant and Active Places':*

- *A City where the Community has access to quality cultural, recreation and leisure facilities and services (City of Busselton Strategic Community Plan 2013)*

## 3.4 Leisure Services Plan

On February 14, 2007 the Council adopted certain recommendations as contained in Section 16 of the *Leisure Services Plan for the City of Busselton - Final Report* without amendment, to be used as a set of guiding principles for future facility and services planning within the City. Recommendations pertaining to Lou Weston sporting complex from this report included:

*16.2.35 Remove the cricket pitch from Lou Weston, or if cricket is required at Lou Weston relocate the pitch to the middle of the rectangular fields as shown on the concept plan*

*16.2.36 Plan for the resurfacing and lighting of the netball hard courts to encourage increased training and competition on outdoor courts*

*16.2.37 Plan for lighting of the oval for training purposes when demand dictates*

**Updates on these recommendations are as follows:**

*16.2.35 Cricket is not required to be played on Lou Weston Oval. The pitch has been grown over with coverage of turf and up until this point in time there has been no community need for removal of this pitch. If there is a significant need for removal of this pitch into the future it can be considered as a project in the City's 10 year long term financial plan.*

*16.2.36 Resurfacing of the netball hard courts was completed in 2010. Sports lighting is currently only on three (3) of the nine (9) courts and is not of a contemporary standard. As the netball club grows a lighting upgrade of the existing lights and an increase in the networks of these lights may be required to meet this growth. In addition an audit of the resurfacing works needs to be conducted to confirm long term strategy with these facilities. Unfortunately the re-surfacing has started to crack in areas on many of the courts. A meeting was held with representatives from the City and BNA on-site in 2014 to discuss the issue. The project was managed by the BNA and unfortunately they have not got a copy of the warranty or the contract of engagement. As the contract of engagement was between the BNA and the contractor, the City has no legal basis to get these courts attended to as part of the warranty process.*

*16.2.37 The need for lighting of the oval will be required in a medium to longer term time frame (5-10 years+). With the City's population increasing on average of 4% per annum the facility is starting to reach a straining point in the number of active playing spaces available for training and competition. Current strategies include the use of School (DET) facilities for training and the new developments (Vasse, Dunsborough, Provence and Ambergate North) when they finally "come on line." Sports Lighting is a required strategy at this venue moving forward to increase the usage of existing facilities.*

## 3.5 Active Open Space Planning Recommendations (2013)

In 2013 the City of Busselton Council adopted Active Open Space Planning Recommendations to guide the future planning of active open space facilities within the district. This followed 18 months of consultation, needs assessments, a review of the City Leisure Services Plan and a demographic analysis of individual population precincts across the City.

The facilities were assessed as either Local, District or Regional and the recommendations and designations across the region are detailed on the inside pages of the Active Open Space Planning 2013 document.

It was endorsed as part of these recommendations that Lou Weston Oval be designated as a local level facility for active open space sports such as diamond sports (Tee ball) and the club based sport of Netball, and as a future facility for Baseball, and provision be made for local level facilities for junior Australian Rules Football.

The key facility development strategies for Lou Weston Oval Included:

1. That ageing infrastructure at Lou Weston Oval is replaced by considering shared club facilities and rationalisation of ablution facilities including;

- Additional storage;
- Installation of sports lighting at the Active playing Field;
- Shelter / viewing area for spectators;
- Rationalisation of club rooms, change rooms and public toilets at the reserve.

2. That pedestrian and vehicular access and egress improvements be undertaken.

Footnote: At the time of the initial Needs Analysis (2012) and Active Open Space Planning Recommendations (2013), Softball as a sport had moved to LWO from Sir Stewart Bovell Park (SSBP) with

the plan that Tee-Ball and Softball to consolidate as an overall 'Diamond Sports' organisation. That failed to eventuate for a number of reasons and Softball are again hiring SSBP for their training and competition needs.

### *3.6 Needs Assessment – Lou Weston Oval Sports Pavilion*

The Needs Assessment provided the following recommendations:

- Preparation of a feasibility study to create a planning, management and operational blue print for the Lou Weston Oval Sports Pavilion
- The development of designs and cost estimates for the 'Lou Weston Oval Sports Pavilion'
- The City of Busselton will use these concept designs and cost estimates as the basis for funding submission(s) to relevant State and Federal Government agencies for the detailed design and construction of the Lou Weston Oval Sports Pavilion. (*Original draft concepts completed*)

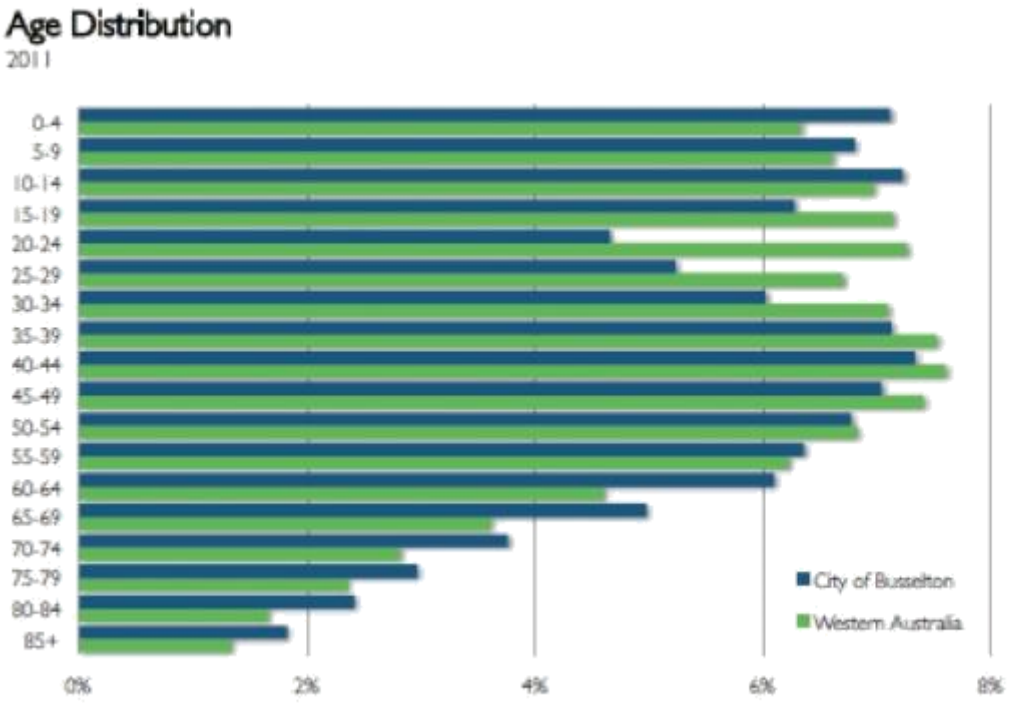
## 4. Market Analysis

### *4.1 Current Population*

The City of Busselton had an estimated resident population of 34,290 in 2013 according to the Australian Bureau of Statistics, with the City's average annual growth rate over the past 20 years being in excess of 4%, one of the highest sustained growth rates for a regional area in Australia. Approximately 67% of the total City population is located in the town of Busselton.

The City of Busselton had a significant proportion of its population in 2011 that could utilise the Lou Weston Oval Sports Pavilion, according to the Australian Bureau of Statistics, with approximately 27% of the population 0- 19 years and approximately 45% of the population 20-54 years of age.

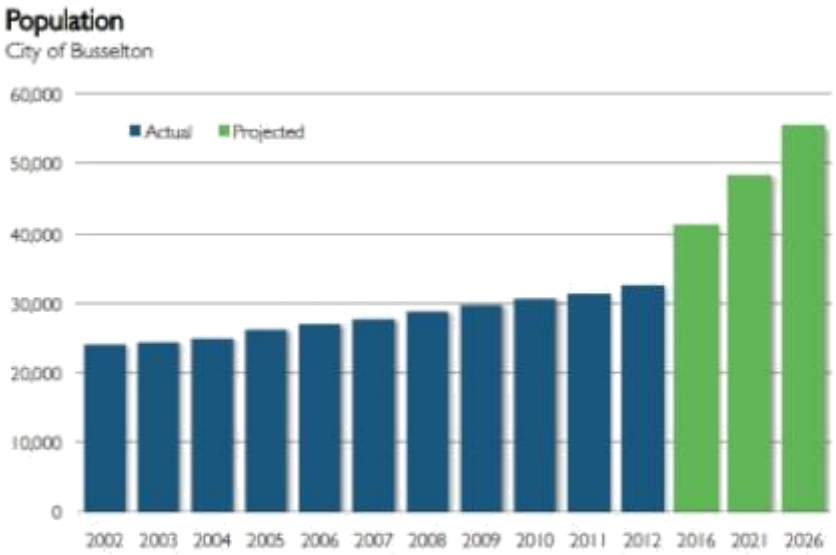
Figure 3. Age Profiles – City of Busselton




### *4.2 Projected Population*

Over the period to 2026, the population of the City of Busselton is expected to increase by 22,782 persons – or an average annual rate of 3.9% – to a level of approximately 55,300 persons.
The forecast annual growth in population for the City of Busselton is significantly higher than the averages for the South West region (2.5%) and Western Australia (1.7%).

Figure 4. Projected Population – City of Busselton




***4.3***

## *Summary*

A population growth rate of approximately 4% annually in the City of Busselton is being reflected in the rapid increase in participation that is being experienced by the sports of Netball and junior AFL in Busselton. The Wanderers and Countrys Junior Football Clubs and Busselton Netball Association have experienced a significant growth rate in active participation over last 4 years, in line with the City's population growth.

# 5. The Case for the Lou Weston Oval Sports Pavilion

The adoption and development of Active Open Space Planning Recommendations, was the pre-cursor to the development of the Lou Weston Oval Sports Pavilion. In 2013 the City of Busselton Council adopted Active Open Space Planning Recommendations to guide the future planning of active open space facilities within the district. This followed 18 months of consultation, needs assessments, a review of the City Leisure Services Plan and a demographic analysis of individual population precincts across the City.
The facilities were assessed as either Local, District or Regional and the recommendations and designations across the region are detailed on the inside pages of the Active Open Space Planning 2013 document. As a result, community consultation has been undertaken with prospective users of the new Active Precinct. The Needs Assessment for this precinct has been completed with the following included in the study scope:

- A review of the City of Busselton's existing Leisure Services Plan
- An identification of services and facilities that needed but not currently provided
- An identification of facilities and services in the Busselton township
- An examination of current usage of facilities and grounds together with recommended future planning options
- An assessment of the quality and level of service provision at each facility

### *5.1 Options for the Future of proposed users of the Lou Weston Oval Sports Pavilion*

In making the decision to choose to develop the Lou Weston Oval Sports Pavilion, several options were considered by the City and the users including:

Transport to another District Facility in the region – The nearest facilities in the region is Churchill Park, Barnard Park and Sir Stewart Bovell Park; all of which are located in Busselton. These options were not considered feasible because:

- The City Council have designated Churchill Park as a future events venue (accommodating the Busselton Trotting Club and the Southern Districts Agricultural Society) and as such anchor tenant developments for the Lou Weston Oval Sports Pavilion must be considered for other current / future sporting facilities in the City.
- The City Council have designated Sir Stewart Bovell Park as the long term district headquarters for football (AFL), hockey, diamond sports and athletics. As a result of the existing sports identified this venue does not have the capacity to accommodate the proposed users of the 'Lou Weston Oval Sports Pavilion' as anchor tenants at this venue.
- The City Council have designated Barnard Park as the long term district headquarters for Rugby, active sporting events and the Busselton Fire and Rescue Service competition running division. As a result of the existing sports identified this venue does not have the capacity to accommodate the proposed users of the 'Lou Weston Oval Sports Pavilion' as anchor tenants at this venue

Renovate/convert/ extend an existing facility – As per the above example, all other Active Open (Sports) spaces in Busselton are at capacity, servicing the population within their catchment areas. As such it is not feasible to renovate/convert or extend these facilities.

Create a new Sporting Complex – There is no readily available land in West Busselton to develop such a facility. As such, the development of new localised sports facilities is the most practicable, reasonable and feasible solution. As such, concept and design plans have been developed for the Lou Weston Oval Sports Pavilion and have gone through a process of rigorous community consultation and professional officer development and consideration.

## 6. Draft Management Plan

The organisational profile of the proposed Lou Weston Oval Community Club (Inc) *(name to be confirmed)* will meet specific community, social and environmental objectives developed in consultation between the clubs and the City. In particular the proposed facility will provide a "community hub" for community, recreation and sporting opportunities within the proposed "Lou Weston Oval Sports Pavilion" as well as providing a co shared sports facility able to respond to population growth and changes in community demographics in the long term, and resulting in a sustainable and inclusive community facility that contributes to the health and well-being of West Busselton residents.

### *6.1 Management and Staffing –Sports Spaces, Public Toilets*

In terms of the Sports Spaces and Public Toilets, these facilities will be managed and maintained by the City of Busselton, as per the City's annual 'seasonal ground hire' and facility management processes. Ground and facility maintenance will be factored in to the City's annual Engineering, Works and Services budget

and is based on industry standards and historical City financial information for recreational facilities of this type.

The City currently employs a full time Bookings Officer to manage all active public open space bookings throughout the City. This includes a 'Seasonal Ground Hire' application process, which occurs twice yearly for summer and winter sporting seasons. The City also employs a full time Community Development Coordinator that manages club issues and opportunities, club development and future recreation facility planning.

From a maintenance perspective the City also has a full time parks and gardens and facilities management team that are specifically focused on community facilities such as the Lou Weston Oval. These officers are involved in everything from ground to facility maintenance, line marking (at the start of each season) and the maintenance and erection of goals.

In terms of the building facility maintenance for the Public Toilets, the City has full time Officers to undertake scheduling and implementation of smaller maintenance projects. In terms of larger building maintenance and weekly cleaning schedules these Officers also project manage contractors to come in and undertake these services.

## *6.2 Management and Staffing – (Lou Weston Oval Community Club Inc.)*

The intent for this project is to form an incorporated Community Club to secure a long-term lease for the site and be an overarching management committee, which will provide management of the facility for proposed regular users, as well as providing a "community hub" for the West Busselton Community.

The draft management plan was formulated in consultation with the key users of Lou Weston Oval, with representation from the City of Busselton. The preferred model is for joint management with an executive committee to manage the overall facility. Possible structure and function of this committee is suggested as:

- Structure – Community Club Executive Committee (2 members from each member club)
- City of Busselton representative (Possibly a Council member)
- Combined Development Plan
- Combined Facility Plan
- Overall Operational expenditure and revenue projections
- Facility Bank account

The Executive Committee will provide strategic direction for management, booking and maintenance of "shared areas" such as the function areas and the coordination of "shared services" such as the payment of utility bills.

## *6.2 Programs and Services*

The proposed regular member programs at the Lou Weston Oval Sports Pavilion will (eventually) include:

- An AFL Auskick program for approximately 62 participants from 5 – 7 years of age;

- Junior AFL programs for approximately 260 participants from two (2) different clubs from 8 to 14 years of age;
- Netball programs for approximately 725 participants from 69 teams from 5 – 18 years of age;
- Tee-Ball programs for approximately 64 participants from 5 – 12 years of age;

With the potential for the following additional services and programs which are not currently being offered at Lou Weston Oval:

Additional Playing Spaces

Three (3) north-south oriented, Netball courts, line marked for senior play;

Two (2) soccer/rugby pitches, 'incorporated' seasonally and/or through sporting club scheduling within the same contiguous grassed area (as described above);

Sports lighting to all active playing spaces

The users of the grassed areas 'Lou Weston Oval Sports Pavilion' have no sports lighting at this facility. The users of the netball courts only have Sports lighting to three (3) of the courts and is not of a contemporary standard. As the netball club grows a lighting upgrade of the existing lights and an increase in the networks of these lights will be required to meet this growth. It is proposed that this upgrade be developed as a staged approach, with an audit and upgrade to existing facilities is of the first priority of any lighting upgrade project.

It is proposed that training / competition sports lighting to a luminance rating of 50 lux for luminance rating of 50 lux for sports such as junior AFL. This will provide for an increase in scope in terms of active playing capacity, due to an ability to increase scheduling beyond daylight hours into the future.

Community Amenities

The development of the Lou Weston Oval Sports Pavilion (subject of this application) would provide essential storage, kiosk, kitchen / servery, meeting and function, offices, spectator viewing and additional change rooms.

# 7. Concept Design

The development of a preliminary concept design and cost estimates for the District Active Playing Fields have been developed using the following methodology:

The City of Busselton utilized the following sources of information to be able obtain an accurate construction cost estimate for the Lou Weston Oval Sports Pavilion.

## *7.1 Building Design and Construction costs*

Funds for design work for the Lou Weston Oval Sports Pavilion were 'piggybacked' of the Busselton Foreshore redevelopment project to assist in developing a detailed building design and construction cost estimates.

The City's Major Projects Team developed preliminary concept designs and cost estimates for the Barnard Sports Pavilion to service these facilities in response to an architectural design brief. A similar 'scaled down version' of this design is also to be utilized for the Lou Weston Oval Sports Pavilion.

In engaging an Architect / Draftsperson for this project the process was as follows:

1. The City had several meetings with the future users of Barnard Park to discuss the possible design parameters for the building, and obtained sign off on what was required from a functionality perspective. This was also agreed to by City Senior Management and Council. At the same time the VRFWG was also briefed as to the progress of this process, with same emphasis on functionality and design emphasis as the meetings with the Barnard Park users.

2. The City based on this feedback was able to develop a Request for Quotation (RFQ) 'Barnard Park Sports Pavilion Concept and Detailed Design.' This RFQ was for the engagement of a qualified Consultant to develop a preliminary design and detailed design for the site the Sports Pavilion

3. The City of Busselton sent out the Request for Quotation (RFQ) 'Barnard Park Sports Pavilion Concept and Detailed Design' to 3 potential consultants, with Bob Bruce designs awarded the consultancy as per the City of Busselton 'Purchasing and Procurement policy'. This RFQ included the respondents to provide a price estimate and address certain qualitative criteria.

4. The selected consultant met with the Barnard Park user group (made up of sporting clubs) on several occasions to develop a preliminary design concept and probable cost estimates based on information provided in the RFQ document as well as information provided as part of the consultation process.

5. A preliminary design concept and probable cost estimate was developed for the submission to relevant funding bodies.

## 8. Location Rationale

Community and sporting groups have utilised at Lou Weston Oval, located at Lot 4539 King Street Busselton for many years. Lou Weston Oval is a three (3) hectare public reserve that is utilised for recreational purposes year round, featuring an active playing field, nine (9) netball courts with limited sports lighting. The proposed location for the 'Sports Pavilion' was workshopped with all users of the precinct and it was agreed that this is the best location, both within West Busselton and on the actual site itself.

## 9. Design / Technical Evaluation

The design and technical evaluation of the Complex has been considered as part of the original design developed as part of the *'Lou Weston Oval Sports Pavilion Facilities Concept.'*

## 10. Capital Costs / Financials

### 10.1 Capital Costs

MA Glover Consultant
Roads | Environment | Local Government | Strategy

32 Azzuro Crescent
Hillarys WA 6025
P: 94036722
M: 0448811671
E: magloverconsultant@gmail.com
W: magloverconsultant.com.au

3rd August 2016

Mr Jeremy O'Neill
City of Busselton
Locked Bag No 1
BUSSELTON WA 6280

Dear Jeremy

**Re: Sports pavilions for Lou Weston Oval and Vasse Projects**

Reference is made to your request of 5 July 2016 regarding the anticipated cost per square metre to construct sports pavilions at both Lou Weston Oval and the Vasse projects similar to the building design planned for Barnard Park.

I can confirm that the cost to design and build the pavilions including services will be in order of $2,700 per square metre exclusive of GST.

Should you require any further information, please do not hesitate to contact me on 0448811671.

Yours Sincerely

Martyn Glover
MBA BSc MLGMA MIEAust FIPWEA
Director

## *10.2 Capital Funding*

The potential sources of funding for this project include:

- Local Government funds both through direct and grant contributions

- Individual club funding contributions (**Possible fit out**)
- and Recreation Facilities Fund (Grant for the 2017/18 – 2019/20 Triennium) or Royalties for Region program

## *10.3 Financials – Sports Spaces, Public Toilets*

The new Active Playing Fields (and other non-leased facilities) will be managed and maintained by the City of Busselton, as per the City's annual 'seasonal ground hire' and facility management processes. Ground and facility maintenance will be factored in to the City's annual Engineering, Works and Services budget and is based on industry standards and historical City financial information for recreational facilities of this type. Indicative on-going operational costs for this facility include as follows:

Figure 6. On-going operational costs Active Playing Fields and Public Ablutions Lou Weston Oval Sports Pavilion

| Projected Operational Expenses - Lou Weston Oval | | | | |
|---|---|---|---|---|
| **Revenue:** | | **2016/17** | **2017/18** | **2018/19** |
| | City Ground Hire Booking Fees | 3,650.00 | 3,796.00 | 3,947.84 |
| | **Total Revenue:** | 3,650.00 | 3,796.00 | 3,947.84 |
| | | | | |
| | | | | |
| **Expenditure:** | | | | |
| Parks and Gardens | | | | |
| | Licence Fees (PPCA) | 60.00 | 62.40 | 64.90 |
| | Wages | 15,630.00 | 16,255.20 | 16,905.41 |
| | Purchase Materials | 525.00 | 546.00 | 567.84 |
| | Electricity | 4,148.00 | 4,313.92 | 4,486.48 |
| | Public Liability Insurance | 1,652.00 | 1,718.08 | 1,786.80 |
| | Plant Charge | 4,728.00 | 4,917.12 | 5,113.80 |
| | Plant Depreciation | 3,874.00 | 4,028.96 | 4,190.12 |
| | Public Works overheads | 17,003.00 | 17,683.12 | 18,390.44 |
| | Recreation Reserve Maintenance | 4,649.00 | 4,834.96 | 5,028.36 |
| | Contract and Consultancy Staff expense | 2,039.00 | 2,120.56 | 2,205.38 |
| | Water Consumption | 150.00 | 156.00 | 162.24 |
| | Water Meter Rental | 324.00 | 336.96 | 350.44 |
| | ESL Levy | 58.00 | 60.32 | 62.73 |
| | Service Level Contingencies (20%) | 10,846.00 | 11,279.84 | 11,731.03 |
| Facilities | | | | |
| | Building Maintenance | 1,955.00 | 2,033.20 | 2,114.53 |
| | Builidng Cleaning Materials | 250.00 | 260.00 | 270.40 |
| | Contract Builidng Cleaning Costs | 6,000.00 | 6,240.00 | 6,489.60 |
| | Contractors | 1,600.00 | 1,664.00 | 1,730.56 |
| | Electricity | 461.00 | 479.44 | 498.62 |
| | Water Consumption | 7,807.00 | 8,119.28 | 8,444.05 |
| | Water Meter Rental and Supply | 347.00 | 360.88 | 375.32 |
| | Building Insurance | 1,807.00 | 1,879.28 | 1,954.45 |
| | Public Liability Insurance | 309.00 | 321.36 | 334.21 |
| | **Total Expenses:** | 86,222.00 | 89,670.88 | 93,257.72 |
| | | | | |
| | | | | |
| | **Net Expenses:** | -82,572.00 | -85,874.88 | -89,309.88 |
| | | | | |

## *10.4 Financials –Community Club Facilities (Operational)*

It is the intention of the City of Busselton, once the funding has been secured from a variety of sources for the Lou Weston Oval Sports Pavilion, is to commence the formation of the 'Lou Weston Oval Community

Club (Inc)'. The City of Busselton will utilise resources from other community clubs of a similar size, structure and intent to ensure the operational figures are accurate and based on a parity review.

# 11. Project Staging

It is predicted that construction will be staged as follows:

1. Stage 1 – Development of a Sports Pavilion to service Lou Weston Oval. As part of this project parking and pedestrian safety will also be addressed
2. Stage 2 – Development of training / competition sports lighting to a luminance rating of 50 lux for the AFL and install and upgrade lighting at the Netball courts *(future)*
3. Stage 3 - Development of an additional 3 netball courts at the facility to increase the capacity of the Busselton Netball Association.

# 12. Sustainability

## *12.1 Economic*

The 'Lou Weston Oval Sports Pavilion' will be a co-location of four existing clubs: Busselton Netball Association, Busselton Tee Ball Association, Wanderers Junior Football Club and Countrys Junior Football Club There is a great opportunity to provide economic impact by providing a facility that is strategically placed as a "community hub" in the West Busselton locality.

There will be minimal economic impact to other facilities, clubs or businesses as a result of the development of the 'Lou Weston Oval Sports Pavilion', as the facilities proposed will enhance the King Street precinct and not be in direct competition with other land uses.

## *12.2 Environmental*

The Complex will be designed and constructed with a view of the following environmental design considerations:

- Consideration in the design where possible to protect existing vegetation, with a plan for revegetation of any removed vegetation;
- Consideration in the design where possible for the collection of rainwater to supplement the water needs of the active playing fields, overall environmental performance and response to climate change.

## *12.3 Social*

The Lou Weston Oval Sports Pavilion will provide a new focal point in West Busselton as a new "Community Hub". It is projected that attendance figures will be in excess of 1000 people weekly. These projections include the combined membership of proposed users, potential weekly facility hirers and event users of the facility.

## 13. Revisit Needs Assessment

The demand for improved and expanded facilities for all of the proposed users of the 'Lou Weston Oval Sports Pavilion' is real and pressing particularly when viewed in the context of:

- population growth,
- individual sport growth rates and
- The clubs involved have no dedicated amenities or club facilities.

It provides the impetus and the opportunity to allow increased capacity and future participation opportunities for all the clubs to be based at the 'Lou Weston Oval Sports Pavilion'. This pavilion, as outlined in this feasibility study, provides the best way forward to meet community needs over the long term.

## 14. Recommendations

1. That the City of Busselton acknowledges the need and feasibility of the Busselton 'Lou Weston Oval Sports Pavilion' project;

2. That the development of the Busselton 'Lou Weston Oval Sports Pavilion' be approved in principle and be considered in the City of Busselton 2017/18 to 2027/28 10 year financial plan;

   Stage 1 – Development of a Sports Pavilion to service Lou Weston Oval. As part of this project parking and pedestrian safety will also be addressed

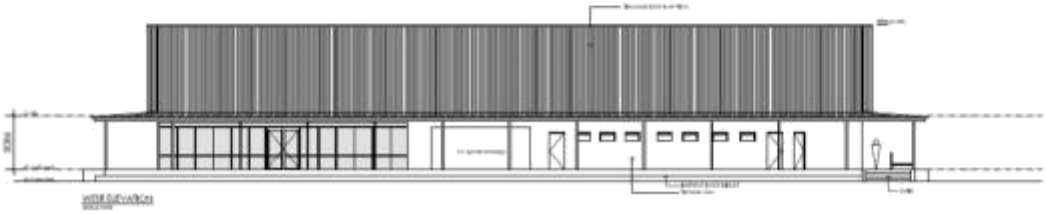
   Stage 2 – Development of training / competition sports lighting to a luminance rating of 50 lux for the AFL and install and upgrade lighting at the Netball courts *(future)*

   Stage 3 - Development of an additional 3 netball courts at the facility to increase the capacity of the Busselton Netball Association.

3. That an application for Stage 1 be made for a Community Sporting and Recreation Facilities Fund Forward Planning Grant for the 2017/18– 2019/20 Triennium, with applications closing 16 August 2016.

Appendix 6- Draft Management Plan Lou Weston Oval

# Lou Weston Oval Community Club (Inc)



# Management Plan 2018-2023

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## 1.0 Executive Summary

The City of Busselton in consultation with key community stakeholders of Lou Weston Oval have developed a Five Year Draft Management Plan 2018-2023 to prepare the sports pavilion for facility handover and first five years of operations at Lou Weston Oval. Prior to the development of this facility, many of the participating associations have had either inadequate or no club facilities at all. It is expected that key representatives from these stakeholders will ultimately make the inaugural committee of the Lou Weston Oval Community Club (LWOCC).

The construction, development and ultimately management of this facility are subject to state funding for the project. This funding has yet to be acquired.

The Management Plan has been written to clearly defined objectives and desired outcomes to help the club's management focus on and achieve those outcomes.

## 2.0 The Plan

- Identifies the values the club intends to champion
- Describes the environment and parameters in which the club operates
- Defines objectives that reflect the values of the club
- Identifies areas the club needs to focus on in order to achieve those objectives
- Identifies the strategies to strengthen the areas identified

## 3.0 Vision

The vision for the Lou Weston Oval Sports Pavilion is that it will be a well-managed, all-inclusive premier sporting and community club in the West Busselton area fostering and developing the sports of junior AFL, Netball, Tee Ball and other active sports. Lou Weston Oval will be strategically placed as a "community hub" as headquarters for event administration for major annual sporting and cultural events.

## 4.0 Mission

To create, maintain and grown an organisation that encourages membership, participation, enjoyment and excellence in sport, events and participation in the Busselton Community.

## 5.0 Values

LWOCC values

- Participation
- Excellence
- Enjoyment
- Community
- Inclusiveness
- Communication

## 6.0 Management / Operations

Current recreation facility management trends seek to achieve a "Sustainable Management Model" which implements organisational structures, systems and processes that promote economic, social and environmental responsibility for the whole of a complex such as Lou Weston Oval.

Benefits of adopting a Sustainable Sport Management approach include:

- reducing capital costs by avoiding unnecessary materials and systems;
- reducing operating costs through energy and water consumption;
- recognising that the resident organisations at Lou Weston Oval have a need to
- achieve financial viability;
- increasing opportunities by attracting new users (e.g. additional residents) / members / customers;
- improving rates of user / member / customer retention;
- Boosting staff / volunteer satisfaction from working at a sport and recreation precinct that is
- progressive and values user ideas;
- Building a positive public reputation / image leading to publicity and sponsorship opportunities for both the facilities and resident organisations.

In essence the "triple bottom line" concept of sustainability requires a facility management approach that addresses economic, social and environmental issues in an integrated fashion.

### 6.1 Governance

The LWOCC will be directly governed by an elected committee of management from its key stakeholder group. This means that the LWOCC will lease the club facilities from the City of Busselton. The basic principles of this arrangement are:

- A legally incorporated body is formed to oversee management of the facility with delegated Responsibilities;
- A Deed of Delegation is drawn up, providing terms of reference and establishing the limit of delegated authority;
- Ultimate responsibility for the actions of the management body rests with Council;
- The management body is required to report regularly to Council, usually annually;
- Council retains some control over the policies of the complex whilst not involved in the day today management;
- Organisations involved using the complex have a say in its management;
- Conflicts are resolved in a committee situation;
- Council underwrites the operation of the management body particularly in terms of finances and Insurances.
- The Committee of Management must consist of at least one member from each affiliated sport that is represented at the LWOCC.
- Affiliated sports have their own committees to organise the conduct of sport related activities. The relevant committees then report on-going activities to the committee. Such sport is to be conducted within the competition and by-laws of the governing body of that sport.

The Committee (all Volunteers) could consist of the following positions:

- President
- Vice President
- Secretary
- Treasurer

The management committee have one meeting per month and conduct a normal agenda. Agenda items include:

- Business Arising
- Club manager's report (More information below in operations)
- Portfolios reports
- Finance report (on the different sections), which will be presented by the Treasurer with assistance from the P/T paid position of Book keeper)

### 6.2 Portfolios

As the LWOCC has a diverse range of sporting and event related interests and commitments it requires a diverse range of portfolios to operate efficiently. Some of the portfolios to be considered as part of the administration of the LWOCC include:

- Sports operations – Each of the sport specific representatives on the Committee of Management will provide a monthly report on the operations of each sport. This would include a brief report on activities and any 'hotspots' in terms of finances, risk or other issues in terms of usage of the facilities.
- Financial operations – The Secretary will provide (based on a report developed by a paid book keeper) a monthly statement of the club's operating position (actuals vs. budget).
- Volunteer management – Volunteer management will be a key consideration in the development and on-going success of the clubs' operations. Volunteers will be needed for a number of key events, activities and initiatives; particularly on initial set up when there may be a requirement to keep the costs of paid staff lower until revenue generating activities gather some momentum.
- Membership – The management committee need to ensure that all the different types of members are being adequately catered for. The committee should provide a monthly report on the number of memberships and the status of member activities and highlight future membership drives.
- City of Busselton Liaison (events, facilities and parks and gardens), General Bookings, Liquor and Catering and Marketing – A paid facility manager (ultimately) will undertake all of these portfolios. A report will be presented by the facility manager at each monthly meeting on these items.

### 6.3 Operations

#### 6.3.1 Staffing / Human Resources

- Club Manager (Part Time position initially voluntary with an aim for a paid position long term). The role is specifically a facility manager who promotes, markets, and books the facility and is a key liaison with the City. This position, subject to budget would consist of standard (core) hours and 'flexible' hours to provide management support at key weekend and night time functions.
- Book Keeper (**Long term** Paid position).
- Cleaner (Paid position) Subject to usage patterns.
- Committee and sub-committee members are volunteers
- Bar Staff and Chef are paid on a casual needs basis.

#### 6.3.2 Calendar of events and activities / Budget cycles

The club operates from financial year to financial year. Key events are as follows:

- April 20xx- Clubs submit their annual calendar of events to the Club Manager/ and or board of Directors.
- May 20xx – The annual calendar of events is posted on a large 'board' inside the club facility for all to see

- May 20xx – Clubs submits their facility related operating budgets (and proposed Capital)to the Committee for consideration
- June 20xx – The Committee develops the overall facility operating budget for the upcoming financial year.

**6.3.3 Finances**

The LWOCC Committee of Management from a financial perspective are primarily concerned with meeting the on-going operational expenses of running the LWOCC facility. This includes major on-going expenses such as loan funds and utilities, as well as other operational overheads. It is expected that the Lou Weston Oval will service the locality of West Busselton.

Should there be any additional funds over and above these requirements; the Committee of Management may choose to re-distribute some of these funds to the individual clubs to assist them with their sports development needs and aspirations.

**6.3.4 Membership types**

It is proposed that there are several different types of memberships of the LWOCC. Membership is open to anyone wishing to further the development of the LWOCC. Any person seeking membership should make application to the club of their choice. All membership applications will be submitted to the Committee of Management for their approval. Types of memberships and benefits include:

Senior (18+) memberships (key tenants)

Benefits include:

- Use of the club rooms (when available) on home match days.
- Regular use of the club rooms on training days.
- Opportunity to book the club and meeting rooms for club and sport purposes.
- Full access to club facilities (when open and available), meals and club special offers.
- Storage for equipment.
- Representation and voting rights at LWOCC Committee Meetings.
- Minutes from the LWOCC Committee meetings.

Senior members may introduce 'Guest' members to come and utilise the facilities. 'Guest' memberships have their own strict rules and conditions attached (*This would be outlined in a future LWOCC constitution*)

Junior memberships (key tenants)

Benefits include:

- Use of the club rooms (when available) on home match days.
- Regular use of the club rooms on training days.
- Opportunity to book the club and meeting rooms for club and sport purposes.
- Full access to club facilities (when open and available), meals and club special offers.
- Storage for equipment.
- Representation and voting rights at LWOCC Committee Meetings.
- Minutes from the LWOCC Committee meetings.

Junior members may introduce 'Guest' members to come and utilise the facilities. 'Guest' memberships have their own strict rules and conditions attached (*This would be outlined in a future LWOCC constitution*)

Affiliated Club memberships (non-key tenant clubs)

Benefits include:

- Regular use of the club rooms on training days.
- Opportunity to book the club and meeting rooms for club and sport purposes.
- Full access to club facilities (when open and available), meals and club special offers.
- Minutes from the LWOCC Committee meetings.

Affiliate members may introduce 'Guest' members to come and utilise the facilities. 'Guest' memberships have their own strict rules and conditions attached (*This would be outlined in a future LWOCC constitution*)

Community (Social) memberships
Benefits include:

- Full access to club facilities (when open and available), meals and club special offers.
- Opportunity to book the club and meeting rooms for social purposes at a discount social membership rate.

**6.3.5 Club Liquor Licence**

The intent (very long term once all facilities are developed) of the LWOCC is to apply for and operate a full Club Liquor Licence.

A club can only apply for a licence if it is a *genuine* club, which has existed and been well managed for at least 12 months (if 2 or more well managed clubs that have existed for more than 12 months amalgamate, this is sufficient).

The club must have a proper constitution and rules which provide for:-

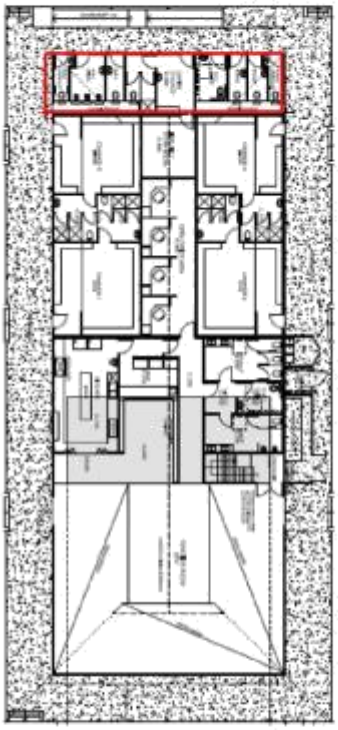
- management of the club by a committee of management elected by the general body of members;
- regular committee meetings (usually monthly) and regular members meetings (usually annually);
- proper restrictions on the classes of membership and the number of people in each class;
- proper nomination procedures for new members, in this regard new members should be proposed and seconded by an ordinary member of the club. The nomination form should
- be posted on the notice board of the club for 7 days and at least fourteen days should elapse between nomination and election;
- subscriptions to be paid annually, half yearly, quarterly or monthly;
- proper records of meetings, membership categories and membership numbers;
- proper financial accounts;
- the appointment of a secretary to keep the records, minutes and register of members, and to deal with correspondence.

The LWOCC will have a Liquor Licence Management Plan in accordance with section 48 of the *Liquor Control Act 1988* (the Act), which will be available and on-site at the LWOCC at all times and made available to members to read on request. The LWOCC's facility manager will have full knowledge of the strategies and train and provide guidance to all paid bar staff and catering personal as required.

### 6.3.6 City Management Components

#### 6.3.6.1. Leasing

City Property Coordinator to liaise with the Committee of Management over the leased areas. It is proposed that the City would maintain and manage the areas highlighted in red below. The LWOCC would manage all other areas within the facility itself.
Rationale: As it is the City's role and responsibility to hire out the active open space adjacent to the club facilities it is proposed that it also manages the bookings, maintenance and cleaning of the change facilities.



**6.3.6.2. Active Open Space management**

The City of Busselton is a leader in ground maintenance. There is considerable investment by the City in in all active playing fields, which as with turf surfaces elsewhere can be easily and quickly damaged if not well managed. It is proposed that the City maintain this role at the Lou Weston Oval precinct of managing, maintaining and the booking of the active open space adjacent to the LWOCC. It is proposed that this will also include the public ablution facilities.

An important component in this (mentioned in 6.3.2 above) is ensuring that the 'Calendar of events' is drawn up early prior to the commencement of the financial year to ensure that the competition needs of the key tenant sports (junior AFL, Netball and Tee Ball) are balanced amongst the user groups and any potential community / district events at the venue.

**6.3.7 Usage estimates Active Open Space**

Three methods of monitoring and balancing the use and sustainability of sport field turf have been
They are:
(a) Maximum Hours
As a rule of thumb local authorities attempt to restrict reserve use to 25 hours per week during summer and 22 hours per week in winter, irrespective of volume of use, footwear type or level of competition.
(b) The City of Cockburn "Sports Field Loading Indicator" which is specifically directed at winter sports.
The indicator formula is predicated on:
* 24 hours use per week.
* Number of users per hour per hectare based on 10 persons /hour/hectare.
* Use spread of 5 sessions Monday through Friday of maximum 4 hours duration a session.
* Alternatively 3 sessions of maximum 6 hours duration a session with a minimum of 48 hours between sessions.
Cockburn have found in practice that 200 person hours is the maximum user loading that can be sustained on turf playing fields.

**6.3.8 Usage Estimates Club facilities**

Given the size and location of the LWOCC club it is conceivable that it could have a number of foci of roughly equal importance apart from just sports participation. For example 70% of the total revenue could flow from sports related activities (canteen and after sports functions), however 15% may flow from commercial activities (such as markets, events, corporate and small weddings functions) and the remaining 15% could flow from hirers and special interest groups.

In the first instance the additional space afforded by the larger club rooms could facilitate the regular and scheduled conduct of personal and small group fitness classes. This same flexible space could be used for meetings, arts and hobby groups all the time expanding the number of people using the facility which in turn increases revenue from hire charges and the so-called secondary spend on coffee, snacks and other consumables.

## 6.4 Programs / Services

### 6.4.1 Busselton Netball Association

The Busselton Netball Association (BNA) historically practised and competed at the outdoor Netball court facilities at Lou Weston Oval prior to the construction and opening of the Geographe Leisure Centre (GLC) in 1998.

The BNA have over sixty (69) teams from five (5) years of age (Funnet) to eighteen (18) years and under and two senior divisions. The juniors train and compete at the Netball facilities at Lou Weston Oval, whilst the seniors train and compete at the Geographe Leisure Centre (GLC).

In 2000 the BNA, including both junior and senior clubs, began winter competition on the three indoor hard courts at the GLC. In 2009, after nine years of competition at the GLC the BNA (junior competitions only) made a decision to return to competition at Lou Weston Oval.

Figure 1. Northern view of the Netball Courts



The reasons for this venue change included:

3. A stagnation of membership caused by long and hectic scheduling on the three available courts at the GLC. A return to Lou Weston Oval would allow for scheduling on nine courts;

4. Safety considerations from a periodic water condensation issue at the GLC. This condensation issue made the court surface slippery underfoot.

Late in 2009 the BNA (juniors) undertook a needs assessment process and identified the resurfacing of the nine outdoor Netball courts at Lou Weston Oval as their number one priority. The BNA (juniors) identified that an upgrade of this facility would address the stagnation in membership numbers and allow for the opportunity for BNA membership and participation growth into the future. The Netball court facility was also ageing, with water pooling and loose gravel appearing, which was a concern for users of this facility.

In 2010 the BNA received funding from both the City of Busselton and the Department of Sport and Recreation for the resurfacing of the netball courts. These courts were re-surfaced in 2011 and have now been played on for the last three seasons.

Unfortunately the new surface has started to crack in areas on many of the courts. A meeting was held with representatives from the City and BNA on-site in 2014 to discuss the issue. The project was managed by the BNA and unfortunately they have not got a copy of the warranty or the contract of engagement. As the contract of engagement was between the BNA and the contractor, the City has no legal ability to get these courts attended to as part of the warranty process. It is recommended that the BNA continue to approach the contractor to meet their obligations in terms of the warranty for work(s) undertaken.

Sports lighting is currently only on three (3) of the courts and is not of a contemporary standard. As the netball club grows a lighting upgrade of the existing lights and an increase in the networks of these lights will be required to meet this growth. It is proposed that this upgrade be developed as a staged approach, with an audit and upgrade to existing facilities is of the first priority of any lighting upgrade project.

**6.4.2 Busselton Tee-Ball Association**

The Busselton Tee Ball Association (BTA) has played at Lou Weston Oval since circa. 1990. Tee Ball is played on Saturday mornings by children of ages of five (5) to twelve (12) from mid October to end of March. Currently the BTA have six (6) teams in two age divisions and membership has been in a slow decline over the last ten (10) years. The BTA train and compete on the reticulated active playing space at Lou Weston Oval and have five diamonds available for competition every Saturday.

In terms of facilities the BTA have access to two (2) small storage compounds at the City Change room facilities at the northern end of the reserve and access to the BNA's club facilities for match day operations and meetings. The following needs have been identified by the BTA for the facility going forward:

5. Signage – The Busselton Tee Ball Association have a long history of association with LWO. Although they do not have a lease over the facility they would like some signage at the park to recognise this long association with the reserve.

6. Additional storage – As per all the other summer and winter hirers of the venue there is inadequate storage at the facility for all training and competition equipment.

7. Shelter / viewing area for spectators

8. Meeting room facilities

**6.4.3 Busselton and Districts Junior Football Association**

The Busselton and Districts Junior Football Association (BADJFA) have two member clubs that train and compete on the reticulated active playing space at the venue; Wanderers and Countrys Football Clubs. In 2014 both teams had 6 teams each the grades were classed as year groups from year 3's through to 10's An additional Auskick centre will commenced at Lou Weston Oval in 2016. This will increase participation at

the venue by an additional 60 participants. During the winter ground allocation season (April to September each year) they train up to three (3) nights per week and use the venue for competition on Saturdays.

Due to the physical distance from the BNA club facilities to the active playing surface the BADJFA participants and spectators do not use these facilities. Future facility requirements at the venue were very similar to the BTA's requirements as follows:

6. Additional storage - As per all the other summer and winter hirers of the venue there is inadequate storage at the facility for all training and competition equipment.
7. A Kiosk area
8. Sports Lighting - As identified in the LSP sports lighting at all highly used active playing reserves, such as LWO, will allow an increased scheduling for competition and training as the population increases.
9. Shelter / viewing area for spectators
10. Meeting room facilities

In 2014 a consortium of the BTA and the two 'home' BDJFA clubs (Countrys and Wanderers) approached the City of Busselton with a proposal for additional storage facilities. These facilities were proposed for the northern end of the reserve, adjacent to the northern change rooms. They also applied for funding through the South West Development Commissions *'Community Chest Fund'* for these facilities, but were unsuccessful. As, the City of Busselton is looking to attract funding from the Department of Sport and Recreation (DSR) from the 2017/18 Forward Planning Grants Round to commence work on a new multi-purpose co-shared facility for the precinct, this is proposed to include any additional storage facilities at the venue.

### 6.5 Program / Services opportunities

Whilst no official request has been made to any groups or clubs at this point, an initial SWOT (Strengths, Weaknesses, Opportunities and Threats) analysis has been undertaken, with the following opportunities in existence:

#### 6.5.1 Functions

There is a real opportunity to have 'marquee' events at the LWOCC. Examples include:

- Expos
- Conferences
- Corporate seminars / professional development days
- AFL Grand Final Day, Melbourne Cup Day.

In conclusion, the programs and services opportunities will be based on the availability of the club during off-peak times (Mon-Fri business hours), week nights and on the weekends.

## Appendix 7: Lifecycle Costing Analysis Lou Weston Oval Sports Pavilion

**Background**

This Lifecycle Costing analysis and report has been prepared in the context of predicting the construction, renewal and operational requirements for the proposed Sports Pavilion to be located at the Vasse Sporting Complex, (Lot 8113, Napoleon Promenade) Vasse WA 6280.

It has also identified (where practicable) different construction options of a low, medium and high standard as a means of comparing the lifecycle costs of each option.

The various options and their associated twenty (20) year costs are detailed within this report.

**Introduction**

The report has been prepared using asset management principles which identify construction costs, useful lives, treatment intervals, treatment types and cost of treatment as a means of predicting all the associated renewal costs over a twenty (20) year period.

This document has been designed as a guide to providing a base for further investigation and refinement of final project costing.

**Scope**

The report applies to all the components as identified within the scoping documents and identifies the "one off" construction only costs as well as the components, which once installed will require ongoing renewal and operational expenditure.

All costs shown within the report are shown in 2014 dollars as a means of providing direct comparison between options.

**Constraints**

Table 1 Constraints

| Constraint Number | Type | Constraint | When it can be addressed |
|---|---|---|---|
| 1 | Building Construction | No allowance made for materials considerations required for a marine environment. These issues include such things as wind and erosion. | Building Design Development |
| 2 | Building Construction | The costs of constructing the building at the various standards have been based on the Rawlinson's Australian Construction Handbook, 2011. The handbook provides the average cost range for a wide selection of typical buildings.<br><br>The use of the average cost ranges is designed as tool to assist with initial assessment of project feasibility as a lead up to more detailed design. | Building Design Development |

| | | | |
|---|---|---|---|
| | | The average costs apply to a typical building an a flat site and as such, adjustments must be made for such factors as sloping sites, ground conditions, unusual shape and other design considerations. | |
| 3 | Construction Costs | No specific allowance has been made for any cost escalation from items such as connection of services. | Contract Documentation |
| 4 | Construction Costs | The various elements of the Building (as presented) have been categorised using the Rawlinson's Australian Construction Handbook 2011 to determine an overall cost per square metre for the construction of the building, based on where the proposed building "best fits" within the Rawlinson's Categories. | Building Design Development |
| 5 | Building Replacement | Does not make any allowance for replacement of the building at Its eventual end of life. | Building Design Development |
| 6 | Operating Costs | Does not include an allowance for operational maintenance activities such as cleaning, utility costs, insurance, staff costs etc. – just the renewal of the building fabric. | Building Design Development |
| 7 | Budget Allocation for yearly renewals | Renewal amounts based on an overview of building elements given to asset management, more detailed building construction information would be required before these figures could be used for a yearly budget allocation | Building Design Development |

**Definitions**

Component: a building is constructed of main components and elements within these components. An example of this would be the superstructure of a building as a main component with elements such as columns, roof, external walls and windows etc. within this main component. The major and minor renewal as referred to in this document is treatments affecting the main components and their various elements.

Major Renewal: replacement and/or refurbishment of a component on a like for like basis.

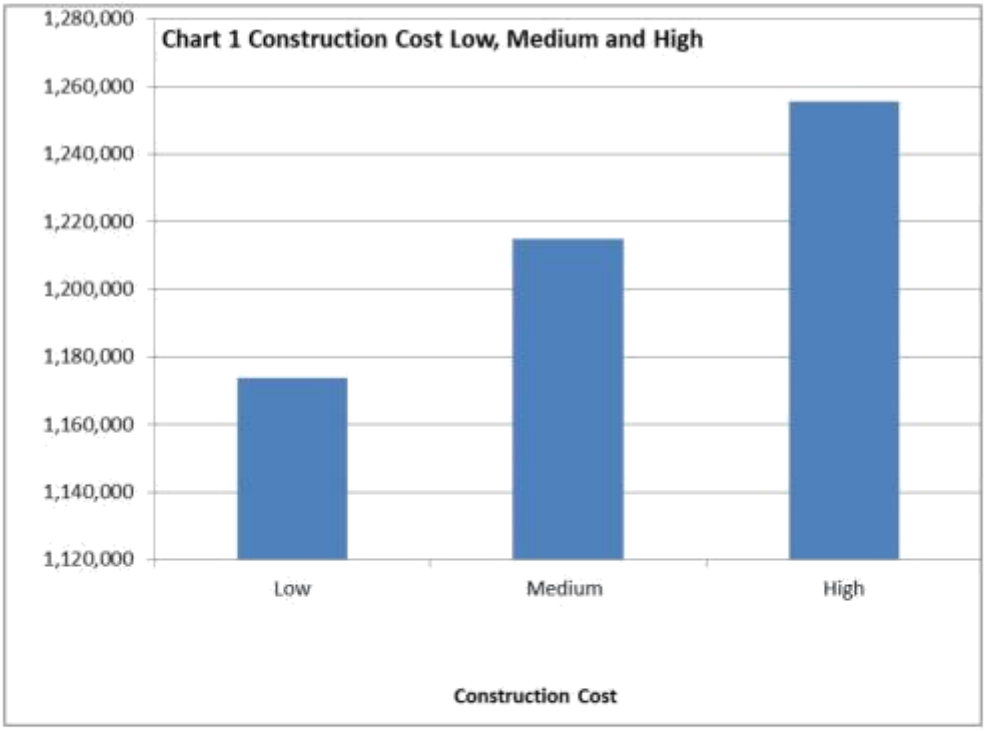
Minor Renewal: minor maintenance type activities which extend the life of the component on a short – mid term basis.

Operations: expenditure on the component such as insurance, utilities, overheads etc.

Treatment Interval: the timing of major and minor renewal works based on the overall or a portion of the useful lives.

**Construction Cost**

The construction cost according to the Low, Medium and High methods are summarised in the chart below. These costs are further detailed in Attachment A – Construction cost by Low, Medium and High.




These construction costs are based on the Rawlinson's Australian Construction Handbook 2011. The handbook sets out construction rates based on the type and size of the building. The proposed community club facilities have been determined as a change room / toilet building and the rates applied as such.

Rawlinson's also sets out high and low rates for the various buildings; these have been used for the high and low construction cost rates. The medium rate has been determined as an average rate of the high and low rates. These various rates are shown in Table 2 below.

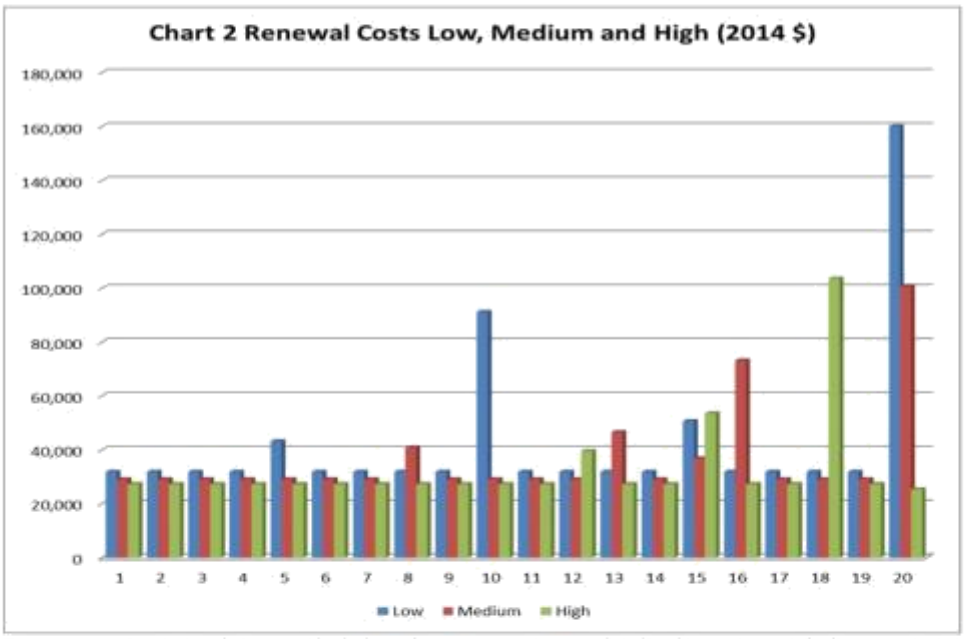
Table 1 also highlights a thirty percent (30%) cost escalation figure applied incorporating the standard 25% applied within the Rawlinson's costings as well as five percent (5%) to allow for cost escalations since 2011.

Table 2 High, Medium and Low Construction costs

| | Building Area M2 | Cost / M2 2014 $ | Net Construction Cost 2014 $ | 30% Cost Escalation 2014 $ | Total Estimated Construction Cost 2014 $ |
|---|---|---|---|---|---|
| **Low** | 450 | 2,610 | 822,150 | 352,350 | 1,174,000 |
| **Medium** | 450 | 2,700 | 850,500 | 364,500 | 1,215,000 |
| **High** | 450 | 2,790 | 878,850 | 376,650 | 1,255,500 |

**Renewal Costs**

Renewal Costs have been summarised as follows; these costs are further detailed in Attachment B.




The summarised chart shows the renewal costs associated with the three Low, Medium and High options.

The Renewals are based on useful lives, timing of minor and major renewal, percentage for replacement cost attributed to minor and major renewal. They are based on the assumption that lower construction costs will lead to major and minor renewal being required more often. This is evidenced by the fact that the lower construction cost generates major renewal in year ten (10), fifteen (15) and twenty (20); whereas the high construction cost generates major renewal in years fifteen (15) and eighteen (18) only. The medium construction cost generates major renewal in years sixteen (16) and twenty (20).

Table 3 below shows the total twenty (20) year renewal costs for the three options

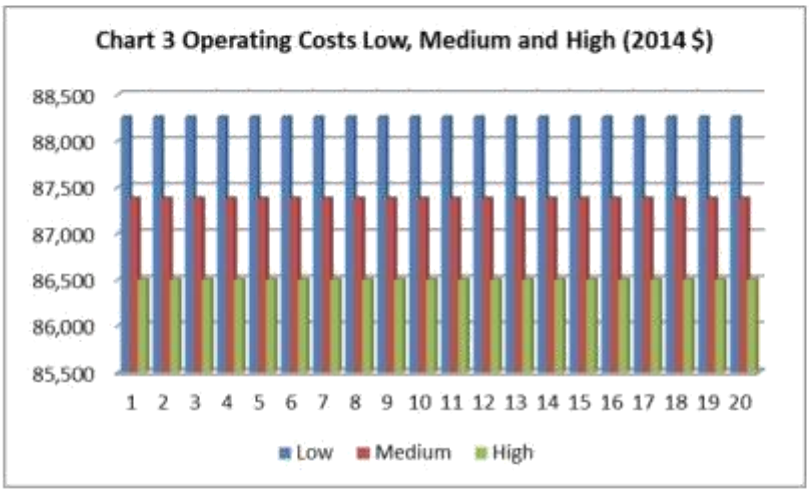
Table 3 Low, Medium and High 20 Year Renewal Costs

| | 20 Year Renewals (2014 $) | Ave Per Year (2014 $) |
|---|---|---|
| **Low** | 854,974 | 42,749 |
| **Medium** | 734,502 | 36,725 |
| **High** | 658,960 | 32,948 |

**Operating Costs**

Operating Costs as shown in the table below have been derived through research of City of Busselton 2013-14 costs of managing similar types of facilities.

These costs are further detailed in Attachment C.




It has been assumed for the purpose of this exercise that operating costs will increase or decrease directly dependant on the initial capital outlay i.e. the better quality construction, the lower certain twenty (20) year operating costs will be. This is mostly relevant for reactive maintenance type activities.

Depreciation costs and insurance costs are included in operating costs also. These costs will increase the higher the construction costs. The insurance costs are based on a rate applied to the construction cost for the building. Depreciation costs are based on straight line deprecation at five percent (5%) of the construction cost per annum.

Table 4 below shows the total twenty (20) year renewal costs for the three options

Table 4 Low, Medium and High 20 Year Operational Costs

| | 20 Year Renewals (2014 $) | Ave Per Year (2014 $) |
|---|---|---|
| **Low** | 1,765,057 | 88,253 |

| | | |
|---|---|---|
| **Medium** | 1,747,506 | 87,375 |
| **High** | 1,729,955 | 86,498 |

**Comparison of Low, Medium and High**

Chart 4 below shows a combination of construction, renewal and operational costs for the Low, Medium and High options over a period of twenty years.

These costs are further detailed in Attachment D.

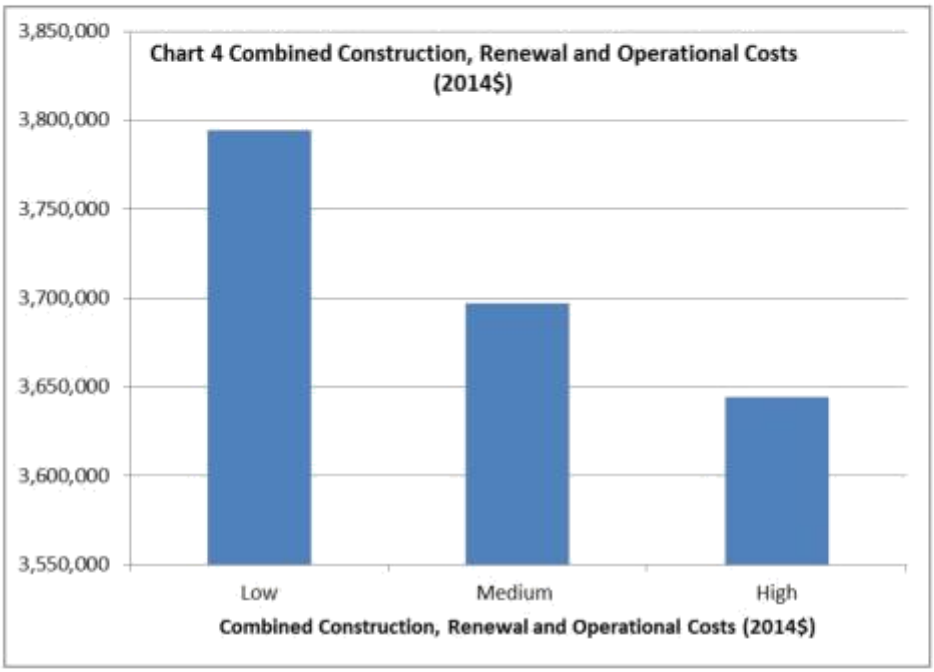



Chart 4 shows the High construction cost as being the cheapest overall, with not a great deal of difference ultimately between the three options. As the chart outlines there is approx. $140,000 difference between the low and high options over the twenty year period. This equates to a yearly average (in 2014 dollars) of around $7,000 (in 2014 $) per annum.
Table 5 below shows the total twenty (20) year combined costs for the three (3) options.

Table 5 Low, Medium and High 20 Year Combined Costs

| | 20 Year Construction, Renewal and Operational Costs (2014 $) | Ave Per Year (2014 $) |
|---|---|---|
| **Low** | 3,794,031 | 189,702 |
| **Medium** | 3,697,008 | 184,850 |
| **High** | 3,644,415 | 182,221 |

**Conclusion**

This life cycle costing analysis is a broad assessment of the predicted twenty (20) year costs for the proposed Sports Pavilion to be located at the Vasse Sporting Complex in Vasse. It has been based on asset management principles and provides an overview of the cost implications both initially, and over time; of different construction methods and quality of components.

Although based on a certain amount of assumption; it does give a good indication that implementing Medium to High methods in the short term will decrease the overall costs over time.

It is recommended that these figures be reviewed and further refined before being adopted as final budget figures for the project.

## Appendix 8 – Management Needs

**Question (9):**

**Management Requirements:**

The current design of the overall facility has been workshopped with the with key community stakeholders of Lou Weston Oval.

The proposed facilities will have adequate, and in some cases separate, amenities to meet the requirements of management of the Lou Weston Oval Sporting Pavilion for all of the different usage patterns of the key stakeholders of the facility. The three main design considerations include:

Access

1. Key users vehicular access, egress and parking
2. Key users pedestrian access and egress
3. Services (e.g. suppliers, utilities and maintenance crews) vehicular access and egress
4. Visitor and spectator access and egress, with spectator parking located both centrally and at the extremities of the playing fields
5. Disability access and egress to Lou Weston Oval. Universal access in accordance with the City's Access and Inclusion Policy. This can be found online at: http://www.busselton.wa.gov.au/node/2166.

The internal design will need to ensure that all areas are conveniently accessible to a large traffic flow, incorporate hand rails and other safety measures and comply fully with Australian Standard AS 1428, Design for access and mobility and Section 23 of the Disability Discrimination Act;

Usage

1. North – south orientation of playing spaces
2. Demarcated areas allowing for sports to be played on the reticulated grass to the north-east and for netball to the north-west to be played concurrently and independently
3. Spectator viewing areas

Supervision

1. Passive and active surveillance overlooking both active sporting fields to the north-east and for netball to the north-west and ; with a shared footpath surrounding the active playing fields and access roads to the south
2. Spectator viewing areas that provide line of sight to all playing areas to ensure adequate viewing of participants for health and safety purposes

**Question (11):**

**Co-Shared facilities:**

### 11.1 Needs Identified

The clubs identified as being key stakeholders in this project have been asked by City Officers as to what features they would need in a future co-shared facility by three separate processes:

1. Strategic Planning for Future Recreation Needs for All of the City's Clubs

Commencing in November 2010 this project included City Officers undertaking an audit of individual and collective Club requirements for each of the City's facilities, capturing both the immediate and longer term plans for each Club located within the City. This identified overlapping/shared, conflicting and new needs

not captured within the City's Strategic Recreation Planning Document (2005 Leisure Services Plan), in addition to the future needs of each Club.

2. Lou Weston Oval Needs Study (2012)

In March 2012 City officers commenced community consultation to begin the process to determine community needs at this facility. Initial face to face needs assessment meetings were conducted with individual user groups, with the findings compiled into a site specific needs analysis.
The scope of this study included the following:

A review of the City of Busselton's existing Leisure Services Plan to provide background information concerning recreational issues, facilities, philosophies and perceived needs throughout the City;
An identification of needed services and facilities that are not currently provided on site;
An examination of current usage of existing facilities and grounds with recommended future planning options;
An assessment of the quality and level of service provision at each facility in terms of the facility being "fit for purpose";
An identification of the club's Strategic Plan, current membership and expected Growth rate.

2. Desktop review (2015)

In 2015, three years after the initial Needs study was conducted, it was important to revisit this study and touch base with the users again to ensure that the needs previously identified were still current. This review included the following:
Reviewing any known changes in terms facility and user group developments in the last three years
Updating this document (needs assessment) to reflect these changes
Send out revised document to Lou Weston Oval user groups (and meet if required)
Make relevant changes as necessary

**11.2 Needs Accommodated**
It is proposed to meet the needs of the Lou Weston Oval stakeholders identified in section 11.1 above by staging construction at Lou Weston Oval as follows:

4. Stage 1 – Development of a Sports Pavilion to service Lou Weston Oval. As part of this project parking and pedestrian safety will also be addressed

5. Stage 2 – Development of training / competition sports lighting to a luminance rating of 50 lux for the AFL and install and upgrade lighting at the Netball courts *(future)*

6. Stage 3 - Development of an additional 3 netball courts at the facility to increase the capacity of the Busselton Netball Association.

**Question (12):**

**Child care facilities:**
The Lou Weston Oval Sports Pavilion does not have specific facilities for Child care at this stage. There is however a "Greenfield" expansion envelope adjacent to the proposed sports pavilion, which allows for design and space considerations for future modular expansion of the club facilities to meet future community and club needs.

**Access for low income earners:**

The individual club / association committees of the Busselton Tee Ball Association, Countrys Junior Football Club, Wanderers Junior Football Club, Local Auskick Centre and the Busselton Netball Association teams recognise the need to address low-income earners, students, young people (25 years and under), rural people in the community, visitors and casual participants, by providing appropriate membership initiatives. The junior clubs in particular, have set their membership fees at levels that try and prevent the cost of membership being prohibitive.

The City of Busselton is also currently registered to participate in the State Government's (DSR) KidSport grant scheme, providing over $75,000 towards membership subisidies. KidSport will make it possible for Western Australian children to participate in community sport and recreation, no matter their financial circumstances. KidSport will allow eligible youth aged 5-18 years to apply for financial assistance to contribute towards club fees. The fees will go directly to the registered KidSport clubs participating in the project through their participating local government.

**Access for the disabled and seniors:**

There are specific Australian design standards that have been included in the planning stage of this project to include access for the disabled and seniors, including the following:

Australian Standard AS 1428, Design for access and mobility

The design of the Lou Weston oval parking and pedestrian linkages and the Lou Weston Oval sports pavilion will ensure that all areas are conveniently accessible to a large traffic flow, incorporate hand rails and other safety measures.

Disability (Access to Premises - buildings) Standards 2010

The internal design of the Lou Weston Oval Sports Pavilion and Lou Weston oval parking and pedestrian access in general will ensure dignified, equitable, cost-effective and reasonably achievable access to buildings, and facilities and services within buildings, is provided for people with disability.

**Access for casual and Short-term basis:**

The new Vasse Sporting Complex will be managed and maintained by the City of Busselton, as per the City's annual 'seasonal ground hire' and facility management processes.

In addition to the 'seasonal ground hire' process the City's Bookings Officer manages all other active public open space bookings throughout the City, including a casual, short term facility hire use. Essentially the new Vasse Sporting Complex will be available for public use outside of the use facility by the seasonal hirers of the venue.

**Question (12):**

**Proposed Fee Structure (See overleaf):**

## CITY OF BUSSELTON

## Draft Schedule of Fees & Charges

## 2015/16 Financial Year

| DESCRIPTION | TAXABLE | DET. 2002(2) | DRAFT FEE 2016/17 (Exc GST) | DRAFT FEE 2016/17 (Inc GST) |
|---|---|---|---|---|
| **)UND HIRE LEVIES:** | | | | |
| | | | | |
| **IMER/ WINTER SPORTS** | | | | |
| **ssociation of Senior Players** | | | | |
| 'ged per team per season plus power etc. where licable. | Yes | | 233.82 | 257.00 |
| r week surcharge to apply where special ground aration/maintenance is required, i.e. Cricket. | Yes | | 56.46 | 62.00 |
| | | | | |
| **ssociation of Junior Players** | | | | |
| *of Senior rates plus full power costs where applicable.* | Yes | | 116.68 | 128.50 |

Appendix 9- Consultant Award letter Bob Bruce

City of Busselton
Geographe Bay

Our Ref: RFQ 23/16

Your Ref: Mersina Robinson (08) 97810342

Enquiries:

Bob Bruce Architect
PO Box 5260
WEST BUSSELTON WA 6280

Dear Bob

**REQUEST FOR QUOTATION RFQ 23/16 – CONSULTING SERVICES – ARCHITECTURE, LANDSCAPE ARCHITECTURE AND URBAN DESIGN**

In accordance with the Terms and Conditions set out in RFT 19/12 Consulting Services – Architecture, Landscape Architecture and Urban Design Panel and letter of extension dated 28 July November 2015, the City of Busselton is seeking quotations for the following services (**Architectural Services**):

Full Architectural and Design Services required for the construction of what is currently known as the 'Milne Street Sports Pavillion' on the Busselton Foreshore based on the concept design/plan previously prepared (Attachment 1). The estimated project cost is $1,326,940 ($1,626,940 less approximately $300,000 which has been set aside for the provision of external utilities – water, electricity, telecoms etc.).

The Milne Street Sports Pavilion is located within an 'Active Sports Precinct' which, following an upgrade to the playing fields, now caters for soccer, cricket and rugby and will also provide for other community and local needs and regional sporting groups.

The Milne Street Sports Pavilion will be a co-location of five existing local sports clubs that will dramatically improve facilities and services for all of these clubs, to the benefit of all of the community of Busselton and surrounding towns of Capel, Nannup, Margaret River and Dunsborough.

Milne Street was legally closed in 2013 and currently is set aside as Reserve 51582 – Lot 513 on Deposited Plan 75411. The reserve will be cancelled as part of the Stage 1 statutory tenure changes and the land will be part of Lot 505 on DP 402933 (part of Reserve 8485 – Recreation). The stage 1 changes will be in place by the end of April 2016.

The Architectural Services will include but not be limited to:

- Schematic design of the Milne Street Sports Pavillion and associated equipment store
- Detailed Design documents (drawings and specification) for Tender
- Assistance to the City of Busselton for Contract Administration advice and assistance (not full Contract Administration during construction
- Post Contract Services during the Defects Liability Period

Without derogating from the generality of the above the Consultant engaged will be required to:

1. Undertake and complete the Architectural Services at the highest standard, promptly with all due skill, care and diligence and in proper manner and in accordance with/to the City's reasonable requirements and satisfaction and within a reasonable time having regard to normal commercial practice.
2. Consult and cooperate with the City, other consultants and relevant stakeholders regarding the scope of the Project and any queries relating to any changes to the design.
3. Facilitate and/or attend workshops and meetings with the City, other consultants and relevant stakeholders.
4. Coordination of the consultant's designs, with construction requirements prior to preparation of the construction documentation package.
5. Assess timing and staging of the Architectural Services, develop a set of objectives and priorities and prepare an indicative timeline for providing the Architectural Services and approval of the schematic design, final design and construction documentation.
6. Assess timing and staging of the Project, develop a set of objectives and priorities and prepare an indicative timeline for providing undertaking and completing the Project.
7. Prepare schematic and detailed final designs and construction documentation for the Project, incorporating the requirements of the City and other secondary consultants, including site planning, functional planning, massing and volumetric studies, preliminary selection of construction systems, materials and finishes, preliminary proposals for resolving climatic and environmental influences and elevational studies, planning of built facilities, structural systems, service requirements, layouts and implications for the building. Develop detailed responses to climatic and environmental influences. Develop proposals for materials, finishes, fixed furniture and equipment layouts.
8. Allow for investigation of alternative design options.
9. Illustrate the designs by conceptual site and building plans, elevations and sections generally at 1:100 scale, indicating approximate areas, dimensions and volumes. Indicate external spaces and external appearance through perspective sketches. Report on preliminary construction system, engineering and specialist services requirements, materials and finishes.
10. Present at relevant stages designs and drawings to the City for approval.
11. Review long term maintenance issues of the building in conjunction with the City's facilities department.
12. Co-ordinate and manage the services of secondary consultants. Provide assessment of their recommendations and co-ordinate and manage the design of off-site service extensions and connections.
13. The secondary consultants will be required to respond to technical queries and requests for information.
14. Prepare material for, and consult with authorities. Ensure the design complies with all written laws.
15. Liaise with the City's cost consultants in the preparation of an indicative costing.
16. Submit City approved final designs/drawings to the relevant local authority for Development Approval. Note that Development Approval fees shall be paid by the City of Busselton.

16. Submit City approved final designs/drawings to the relevant local authority for Development Approval. Note that Development Approval fees shall be paid by the City of Busselton.
17. Prepare documents, based on approved design and construction documents, required for construction of the Project and for the calling of tenders, including information necessary for the building contractor to accurately assess the cost, extent and content of the Project. These documents shall set out in detail all materials, building construction, structural systems, services and finishes to form an integrated composition.
18. If required make changes to the design to ensure project budget is met, and re-submit to the City and secondary consultants if required.
19. If required provide assistance to the City with preparation of tender documents, evaluating tender submissions, in conjunction with the City of Busselton and in accordance with the City of Busselton Purchasing Policy.
20. Provide contract administration assistance to the City of Busselton (to be charged at an hourly rate), including provision of supplementary details during construction to further explain the Contract Documents, including but not limited to:
    (a) Responding to design queries, technical queries and requests for information;
    (b) Preparation and issue of documents to describe and value the work to be added, deleted or modified. This will require a review of the contractor's quotations and contract completion time and reviewing draft payment certificates;
    (c) The receipt, review and annotation of shop drawings and the return of copies to the contractor; and
    (d) The review of and advice on samples and prototypes;
21. Post Construction
    (a) Collect and collate As-Constructed drawings from the contractor and obtain approval for these as constructed drawings from the respective consultant.
    (b) Liaise with the City and contractor during the defects liability period if required.
    (c) Inspect the works and prepare final defects listing.
22. Attend Council briefings to report on progress of Architectural Services, assessment of tenders and awarding of contracts.

Please provide by **4pm on 22 April 2016** a detailed quotation for providing the Architectural Services pursuant to this RFQ 23/16 and in accordance with the applicable rates tendered under RFT19/12. For this purpose please complete and return the attached Pricing Schedule – see Attachment 1. Note that:

i. Your quotation must include all costs involved - any cost exclusions are to be specifically noted in your response.
ii. Any changes to final drawings requested by the City of Busselton are to be charged at an hourly rate. However changes to architectural drawings requested by stakeholders due to errors or omissions in the drawings by the Architect are to be at the Architects cost.

iii. You may outsource specialised ancillary services where these services are required by the City and are not provided by the Consultant. The price basis for any such services is to be approved by the City prior to the engagement of the ancillary services by the City. The City reserves the right to reject any party nominated by the Consultant in this regard and at its complete discretion may obtain these services independently.
iv. The Architectural Services are generally expected to be provided by the Consultant operating from its own premises.
v. Any Contract resulting from the acceptance of the Tender by the principal, shall comply With the provisions of the Australian Standard General Conditions of Contract AS4122 - 2010.

Documentation to be referenced in the development of the Milne Street Sports Pavillion design includes the following attachments to this RFQ23/16:

**Attachment 1:** Pricing Schedule

**Attachment 2:** Concept Plan of Milne Street Sports Pavillion, Equipment Store and Public Toilet, City of Busselton, April 2016

**Attachment 3:** 2016 City of Busselton Facilities General Specification
The 2016 Facilities General Specification prepared by the City of Busselton Facilities Department is to create a uniform standard across all City venues in respect of the following components: Demolition; Waste management/removal and cartage; Electrical; Plumbing; Flooring (Tiling and Vinyl); Carpentry; Glazing; Painting; Security fencing/Panelling; and Site measurement verification.

**Attachment 4:** Draft Busselton Foreshore Structure Plan, January 2016

Should you have any queries relating to the matter please do not hesitate to contact Mersina Robinson, Major Projects Officer at mersina.robinson@busselton.wa.gov.au on (08) 97810 342.

Yours sincerely

Martyn Glover
EXECUTIVE DIRECTOR

8 April 2016

Appendix 10- Lou Weston Oval Sports Pavilion
Projected Operational Costs

LOU WESTON OVAL COMMUNITY CLUB (inc): OPERATING EXPENDITURE VS OPERATIONAL REVENUE PROJECTIONS

| | 2018/19 | 2019/20 | 2020/21 |
|---|---|---|---|
| **Revenue:** | | | |
| Membership fees | 11,000.00 | 11,440.00 | 11,897.60 |
| Kiosk takings | 7,000.00 | 7,280.00 | 7,571.20 |
| Fund Raising and competitions | 1,200.00 | 1,300.00 | 1,352.00 |
| Events | 1,100.00 | 1,200.00 | 1,248.00 |
| Sponsorship | 5,900.00 | 5,900.00 | 6,136.00 |
| Functions | 2,500.00 | 2,600.00 | 2,704.00 |
| Asset Hire (building) | 3,500.00 | 3,800.00 | 3,952.00 |
| Miscellaneous (sales) | 5,200.00 | 5,200.00 | 5,408.00 |
| **Total Revenue:** | 37,400.00 | 38,720.00 | 40,268.80 |
| **Expenditure:** | | | |
| Administration & Insurances | 1,800.00 | 2,000.00 | 2,080.00 |
| Fund Raising and competitions | 700.00 | 800.00 | 832.00 |
| Kiosk Expenses | 4,500.00 | 4,680.00 | 4,501.00 |
| Repairs and maintenance | 5,000.00 | 5,000.00 | 5,200.00 |
| Water, power and gas | 7,000.00 | 7,000.00 | 7,280.00 |
| Consumables (equipment, trophies etc) | 3,000.00 | 3,500.00 | 3,640.00 |
| City Leasing Fees | 500.00 | 500.00 | 500.00 |
| City Ground Hire Booking Fees | 2,800.00 | 3,200.00 | 3,328.00 |
| Contractors (cleaning / other) | 3,000.00 | 3,350.00 | 3,484.00 |
| Function costs (including marketing) | 1,000.00 | 1,100.00 | 1,144.00 |
| Event costs | 500.00 | 500.00 | 520.00 |
| Provisional Fund (Asset replacement / operational reserve) | 7,000.00 | 7,000.00 | 7,000.00 |
| **Total Expenses:** | 36,800.00 | 38,630.00 | 39,509.00 |
| **Net Profit:** | 600.00 | 90.00 | 759.80 |

**Assumptions:** 1. Junior membership $10; Senior membership $50 2. Sponsorships based on similar sized club in city 3. Hire from users expected based on historical data 4. Expenses based on historical data from similar sized facilities

Appendix 11- Lou Weston Oval Locality Maps



Locality Map – Reserve 17319, King Street Busselton WA 6280



Locality Map – Reserve 17319, King Street Busselton WA 6280

Appendix 12- Consultant Cost Estimation LWO Sports Pavilion

MA Glover Consultant
Roads | Environment | Local Government | Strategy

32 Azzuro Crescent
Hillarys WA 6025
P: 94036722
M: 0448811671
E: magloverconsultant@gmail.com
W: magloverconsultant.com.au

3rd August 2016

Mr Jeremy O'Neill
City of Busselton
Locked Bag No 1
BUSSELTON WA 6280

Dear Jeremy

**Re: Sports pavilions for Lou Weston Oval and Vasse Projects**

Reference is made to your request of 5 July 2016 regarding the anticipated cost per square metre to construct sports pavilions at both Lou Weston Oval and the Vasse projects similar to the building design planned for Barnard Park.

I can confirm that the cost to design and build the pavilions including services will be in order of $2,700 per square metre exclusive of GST.

Should you require any further information, please do not hesitate to contact me on 0448811671.

Yours Sincerely

Martyn Glover
MBA BSc MLGMA MIEAust FIPWEA
Director

Appendix 13- Support letter and consultation process

WEST AUSTRALIAN FOOTBALL COMMISSION INC.

South West

26th July 2016

City of Busselton
Locked Bag 1
Busselton, WA
6280

To the City of Busselton,

It is my pleasure to once again write to you on behalf of the South West Regional Football Development Council (SWRFDC) as the representative of the West Australian Football Commission (WAFC) in the South West to re-affirm our support for the continuation of the proposed developments at Lou Weston Oval.

Since our previous letter in 2015 we have continued to see fantastic growth in the Country's' and Wanderer's Football Clubs and continue to see the upgrading and improvement of facilities at Lou Weston as critical to their ongoing growth and success.

We have been very excited to see both clubs open up their own Auskick Centre's in 2016 giving great opportunity to both boys and girls in the Pre-Primary to Year 2 age group to be involved in football in the local area. These centres, along with improved facilities at Lou Weston Oval, will continue to ensure growth in football in the region and a great enjoyment from all participants and stakeholders.

We continue to look forward to seeing the progression of this project and once again are more than happy to assist in anyway as it moves forward.

Kind Regards,

**Glenn Omodei**
**Regional Manager**
**SWRFDC / WAFC South West Region**
**E: gomodei@wafc.com.au**
**M: 0402 258 232**

**From:** Liz Booth [mailto:Liz.Booth@netballwa.com.au]
**Sent:** Wednesday, 27 July 2016 1:01 PM
**To:** Jeremy O'Neill
**Subject:** Re: CSRFF Application Lou Weston Oval Busselton

Thanks Jeremy

I am currently on leave but have passed your email on Mark Watton – Netball WA's Member Services Manager. Mark looks after Facility Development for our organisation.

His contact details are mark.watton@netballwa.com.au and 9380 3742 (direct line).

Kind Regards

Liz
**Liz Booth | General Manager – Community Netball**

**West Coast Fever | Netball WA**
State Netball Centre, Wembley Sports Park
200 Selby Street, Jolimont WA 6014 | PO Box 930, Subiaco WA 6904
**Office:** +61 8 9380 3700 **| Direct:** +61 8 9380 3709 **| Fax:** +61 8 9380 3799 **| Mobile:** 0406 719 901

I check my emails twice a day and endeavour to answers emails within 48 hours. If you require urgent assistance please feel free to contact me by phone on the above numbers.

**Netball WA:** Website | Facebook | Twitter | Instagram | LinkedIn

**West Coast Fever:** Website | Facebook | Twitter | Instagram | Snapchat

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**From:** Jeremy O'Neill <Jeremy.ONeill@busselton.wa.gov.au>
**Date:** Wednesday, 27 July 2016 11:28 am
**To:** Liz Booth <liz.booth@netballwa.com.au>
**Subject:** CSRFF Application Lou Weston Oval Busselton

Our whole
Community wins

Hi Liz,

My name is Jeremy O'Neill and I am the Community Development Coordinator at the City of Busselton. I left a message on your phone today to let you know about this application.

I just wanted to send you this email to brief you on the project before it comes across your desk as part of the CSRFF review process.

The proposed project is the development of a Sports Pavilion for Lou Weston Oval in Busselton.

Lou Weston Oval (Lot 4539 King Street) is currently inadequate in terms of:

- Poorly planned (not master planned) Active Public Open Space;
- Inadequate parking and access and egress to the site for active users;
- Facilities for first aid, changing, medical, meeting and refreshments either inadequate or non-existing;
- Facilities for on-site storage non-existent for active open space users such as junior AFL and Tee-Ball.

A new pavilion (and site parking and pedestrian layout) will provide the following outcomes:

*That ageing infrastructure at Lou Weston Oval is replaced by considering shared club facilities and rationalisation of ablution facilities including;*

- *Additional storage;*
- *Shelter / viewing area for spectators;*
- *Rationalisation of club rooms, change rooms and public toilets at the reserve.*

2. *That pedestrian and vehicular access and egress improvements be undertaken.*

I have attached our master plan for the site, draft concept plan and have also attached what the precinct looks like now as a comparison.

I have met with the executive of the Busselton Netball Association, and they are presenting the proposal to all of their member clubs delegates tomorrow night.

Regards,

**Jeremy ONeill**
Community Development Coordinator
p: (08) 9781 0356 m: 0411 342 603
Jeremy.ONeill@busselton.wa.gov.au

**City of Busselton**
38 Peel Terrace, Busselton WA 6280
Locked Bag 1, Busselton WA 6280
p: (08) 9781 0444 f: (08) 9752 4958
www.busselton.wa.gov.au

***"Events Capital WA"***

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Attention:
This email and any attachments may contain confidential or legally privileged information. If you are not the intended recipient, you may not disclose or use the information contained in it. If you have received this message in error, please notify us immediately, and delete it from your system.

Our whole
Community wins

Government of **Western Australia**
Department of **Sport and Recreation**

**Office Use Only**
TRIM: _____
Grant No: _____
Project Coordinator._____

# CSRFF Grant Application Form

## Year 2017/18 – 2019/20 Triennium

**This application form can only be used for applications to be submitted in the 2016/17 funding round. No other forms will be accepted.**

You MUST discuss your project with an officer from your nearest Department of Sport and Recreation office before completing and submitting your application. Failure to do so will render your project ineligible.

All applications MUST be submitted to your local government. Contact your local government to determine the cut off date for the submission of applications.

DSR Contact: Troy Jones Date: 06/08/16 Office: DSR Bunbury

**TYPE OF GRANT:**

☒ **ANNUAL GRANT $66,666–$166,666 (Up to $250,000 with development bonus)**
The total project cost (GST exclusive) is between $200,001 and $500,000.

☐ **FORWARD PLANNING GRANT $166,667–$2 million**
The total project cost (GST exclusive) exceeds $500,000.
Note: Where the grant requested is $166,667 or less but the total project cost is over $500,000, applicants are to follow the criteria for a Forward Planning grant but will be funded as an Annual grant.

**Year of Claim** (Applicable to forward planning grants only):
Please indicate the year that you would prefer to claim a grant, taking into account the CSRFF Acquittal Requirements. Only indicate first preference for funding in 2017/18 if all planning is finalised.

☐ **2017/18** ☐ **2018/19** ☐ **2019/20**

**Would the project proceed if funding was allocated in a later year?** ☐ Yes ☒ No
If yes, how would the project be impacted (e.g. – delayed etc)?

**How would the resulting cost escalation be funded?** Supported low interested loan from City of Busselton

### Applicant's Details:

| | | | | | |
|---|---|---|---|---|---|
| Organisation Name: | Busselton Pistol Club | | | | |
| Postal Address: | PO Box 431 | | | | |
| Suburb: | Busselton | State: | WA | Postcode: | 6280 |
| Street Address: | Queen Elizabeth Drive | | | | |
| Suburb: | Ambergate | State: | WA | Postcode: | 6280 |

### Preferred Contact Person:

*All application correspondence will be directed to this person*

| | | | |
|---|---|---|---|
| Name: | Todd Davidson | Title: | Dr ☐ Mr ☒ Mrs ☐ Ms ☐ |
| Position Held: | President | | |
| Business Phone: | | Facsimile: | |
| Mobile Phone: | 0418 903 281 | Email: | unameit71@bigpond.com |

Our whole Community wins

**Organisation Business Details:**

| | | | |
|---|---|---|---|
| Does your organisation have an ABN? | Yes ☒ | No ☐ | ABN: 49 885 461 967 |
| Is your organisation registered for GST? | Yes ☒ | No ☐ | * Note, in order to be eligible for funding you must attach a copy of the Incorporation Certificate. LGAs exempt. |
| Is your organisation not-for-profit? | Yes ☒ | No ☐ | |
| Is your organisation incorporated? | Yes ☒ | No ☐ | Incorporation #: A0730097E * |
| Bank details: | Bank: BOQ | | BSB: 124001 A/c: 20967553 |

**Local Government Authority Details:**

| | | | |
|---|---|---|---|
| LGA: | City of Busselton | | |
| Contact: | Jeremy O'Neill | Title: | Dr ☒Mr ☐Mrs☐ Ms☐ |
| Position Held: | Community Development Coordinator | | |
| Business Phone: | 9781 0356 | Facsimile: | |
| Mobile Phone: | 0411 342 603 | Email: | Jeremy.oneill@busselton.wa.gov.au |

## PROJECT DETAILS

**Project Description:**

Building of new shooting range

**Project location:** Queen Elizabeth Drive Ambergate

**Land ownership:** Who owns the land on which your facility will be located? City of Busselton
Lease Expiry (if applicable):

| **Planning approvals** | | | If no, provide the date it will be applied for: |
|---|---|---|---|
| **Where applicable, has planning permission been granted?** (LGA) | Yes ☒ | No ☐ | ___/___/___ |
| **Department of Aboriginal Affairs?** | Yes ☐ | No ☒ | ___/___/___ |
| **Department of Parks and Wildlife?** (Environmental, Swan River) | Yes ☒ | No ☐ | ___/___/___ |
| **Native Vegetation Clearing Permit?** | Yes ☐ | No ☒ | ___/___/___ |
| **Please list any other approvals that are required?** n/a | Yes ☐ | No ☐ | ___/___/___ |

**What discussions have been held with adjoining local authorities?**
no adjoining authorities

**Approximate distance from proposed project to nearest adjoining council boundary:** this is council land

**Have you discussed this project with Department of Infrastructure and Regional Development** (Federal Government)? Yes ☐ No ☒

**If so, are you seeking funding from them?** Yes ☐ No ☒

Contact:

**How will your project increase physical activity?** At present the club's range does not allow us to shoot any cartridge rounds. By building this new enclosed range the club's members will be able to carry out their sport, which at the moment they cannot do.

**Do you share your facility with other groups?** Yes ☐ No ☒ If so, who:

List up to three sport and recreation activities which will **directly benefit** from your proposal. Please indicate the approximate % usage of the facility (or part of the facility relating to this proposal).

| Sport/community organisation | % use of the facility | Hours per week |
|---|---|---|
| Pistol shooting/Busselton Pistol Club | 100% | 30 hrs/week |

Activity/sport membership numbers over the past three years relevant to your project. For example, if a bowls project, golf members not relevant; social membership numbers not applicable.

Note: if membership is not applicable, ie recreation facility or aquatic centre, please enter the number of users of the facility.

| | | | | | |
|---|---|---|---|---|---|
| **2013/14** | 19 | **2014/15** | 27 | **2015/16** | 56 |

State Sporting Associations are involved in the assessment of applications and may be able to provide valuable information when planning you project, particularly in relation to technical design issues. They should be consulted as part of the application process. A complete list of State Sporting Associations and their contact details are is available on the departments website: http://www.dsr.wa.gov.au/contact-us/find-a-sport-or-recreation-association

**What is the name of the State Sporting Association for your activity/sport? Western Australia Pistol Assoc**

**Have you discussed your project with your State Sporting Association?** Yes ☒ No ☐

Contact Name: Graeme Nicholls Date of contact: numerous discussions over last 2 years

## PLANNING

You need to demonstrate that you have undertaken an appropriate level of planning for your project. Questions 1 – 24 must be completed for all applications. Forward Planning grant applications must complete all the questions in detail. Annual grant applications must provide responses where appropriate and relative to the project.

Attach your responses (in numerical order) to the application form. If you believe that you have a valid reason for answering in the negative to a question please detail that reason.

Ensure that you have addressed the Key Principles of Facility Provision (see Guidelines for a CSRFF application), as they apply to your project. Questions 1 to 24 below relate directly to these principles.

You are expected to provide detail on the planning, management and financial viability of your project. Where research findings are used to justify a project a range of research techniques should be evident in the methodology used. When using comparative analysis local conditions must be considered.

All assumptions must be clearly stated.

1. **When did you complete your needs assessment?** (This is a formal analysis required for projects over $500,000).
   n/a

   **How has the need for your project been identified and assessed?**

   At present the Busselton Pistol Club does not have a shooting range.
   **Is the need or a part of the need that you have identified already being catered for?**

2. **Have you undertaken a feasibility study?** (must be included with Forward Planning applications).
   Yes ☐ No ☒

**If not, how have you assessed the feasibility of your project?**
Due to the fact that the shooting range was closed down, and no range currently exists, we have a continual rise in local interest in the sport and believe that the construction of the range will benefit the sport.

3. **What alternatives were considered and why were they rejected?**
An open air range was considered but due to the location and the future of the sport, an enclosed range was the solution agreed to by all (Busselton Pistol Club, City of Busselton and neighbouring residents).
**Did you consider sharing with another group?** (Please detail).
No. Due to the uniqueness of the construction being for shooting it would not assist another group.

4. **How does your project fit into your:**
- **Club's strategic plan or development plan?** This building of stage 1 of our overall 3 stage project will enable the club to grow and cater for its growing members.
- **State Sporting Association's strategic or development plan?** This project will align us with other clubs and allow the Association to use our venue to hold open events for the sport in the south west
- **Local authority's strategic or development plan?**

5. **What impact is your project likely to have on other facilities and services in your local and regional area?**
This project will have no impact.

6. **Is your facility multi-purpose** (i.e. caters for a variety of activities at one time)**?** Yes ☐ No ☒
**If so, does it service more than one LGA?**

Site and locality maps should be included with all applications outlining where the proposed facility is located in relation to other sport and recreation infrastructure (where applicable).

7. **Describe the consultation process undertaken for the project. For example, have you:**

| | | |
|---|---|---|
| • **Invited public submissions** | Yes ☒ | No ☐ |
| • **Conducted a survey** | Yes ☐ | No ☒ |
| • **Coordinated a public meeting** | Yes ☒ | No ☐ |
| • **Held forums with key groups** | Yes ☒ | No ☐ |
| • **Nominated a community representative to the project team;** | Yes ☐ | No ☒ |

**Other, please detail**

A range of resources regarding the development of sporting facilities are available on the website. DSR's Decision-Making Guide for Community Facilities and Services is useful to assist in determining the need for, and feasibility of, community and recreation services. The Guide is designed in such a way that it can be entered at any point in the planning process and used by planners for user groups with a range of skills and experiences.

## MANAGEMENT

8. **Have you developed a management plan for your facility?** Yes ☐ No ☒
Please attach a copy with this application.
**If not, please explain how you plan to address management issues i.e. attracting new members, building maintenance and repairs, replacement of broken or stolen items and/or raise sufficient revenue to cover operating costs?** An asset management plan detailing provisions for life of asset costs should be provided for projects over $500,000.
All these types of matters are currently addressed at the monthly management committee meetings. Once the new shooting range is operational we will hold open family days for prospective members, maintenance and repairs are addressed at our management meetings. Operating costs of the club are covered by our membership and visitor fees, along with regular fundraising events the club holds.

9. **How have you catered for management needs in your design (if required)?** Consider access, usage and supervision.
n/a

10. **Was an experienced facility manager, builder or technical expert involved in planning the design of your project?** Please outline their experience.
Anton Smith from Bluewater Building Company is on the club's building committee. He has been a registered builder for 9 years
11. **If you propose to share a facility, have other groups been asked what features they need?** List these needs and describe how they will be accommodated, either through your project's location, design or the way in which it will be managed.
n/a
12. **Have you considered:**

- **child care facilities** Yes ☐ No ☒
- **access for low income earners** Yes ☐ No ☒
- **access for people with a disability** Yes ☒ No ☐
- **access for seniors** Yes ☒ No ☐
- **access on a casual and short-term basis** Yes ☒ No ☐

Please attach a copy of the proposed fee structure.

At present fees are as follows:
Adult annual membership fee $114/yr
Junior annual membership fee $57/yr
Visitor fee $5 per visit

Once the new construction is operational, the club fees will increase by approximately 20%.

## DESIGN

Grant applications are required to provide a **locality map, site map** and **building plans**. Plans are to be submitted in **A3 format.**

13. **Have you written a design brief for your project?** ☐ Yes ☒ No
If yes, please respond to the following points:
**Describe the process used to obtain an estimate of construction cost.**
For all stages of the construction we obtained two separate quotes.
An estimate from a qualified consultant in the building industry (e.g. architect, quantity surveyor, builder, engineer, etc.) must be provided with your application.
14. **What design features will allow your facility to meet changing needs over time?**
Current project is stage 1 and as the club and its memberships grow further stages will be built as required
**Is your current proposal likely to limit any future development on your site?** ☐ Yes ☒ No
**If yes, how?**

15. **How have you determined the most appropriate technical specification for the equipment and systems for your facility (i.e. filtration, lighting, water heating, air quality – as required)?**
Liaising with other similar facilities and clubs within our Association.
**Do they meet Australian Design Standards for your sport or recreation needs?** This will be an assessment factor. ☒ Yes ☐ No
Please refer to DSR's Asset Management Guide on the website for a list of common standards and **note that projects that do not meet Australian Design Standards are ineligible for funding.**
16. **What energy and water efficient products or design considerations will be included in your facility or project?** (e.g. solar hot water, natural light, geothermal, water recycling etc.).
Rain water, LED lighting through the range to reduce energy costs, insulation/sound proofing assisting with cooling/heating.
17. **If your project involves floodlighting, have you determined whether there is a need to upgrade your power supply?** If so, is this allowed for in your application?
N/a

## FINANCIAL VIABILITY

It is understood that some facilities will operate at a loss. It is not necessary to suggest that all facilities will break even or make a profit. The intent of this assessment is to be sure that applicants have a realistic understanding of the impact of their project on the operational budget, membership costs or entry fees and an appreciation of the funding requirements over the life of the facility.

18. Signage in accordance with the current CSRFF Signage Style Guide must be erected during construction periods for all **projects that have a total project cost of over $250,000 or those deemed necessary by DSR. Has this cost been incorporated into estimated project costs ($3,000)?**
☐ Yes ☒ No
19. **Have you applied a Life Cycle Cost Analysis to your project?** This is mandatory **for projects that have a total project cost over $500,000.** ☐ Yes ☒ No

DSR's Life Cycle Cost Guidelines are available on the website. Developing a life cycle cost approach when considering your project's parameters will assist to make effective financial, economic and operationally sustainable decisions. Applicants may use alternative computer programs to demonstrate compliance.

20. **Is your organisation able to meet the ongoing operating costs of your project?** (e.g. wages, power)
☒ Yes ☐ No
For **Annual Grant applications** please attach a projected income and expenditure statement for the first year of operation, detailing operating costs, and user fees.

**Forward Planning applications** are to provide income and expenditure statements for the first three years of operation, and include an assessment of the potential impact on the project of social trends, competition, the strategic plans of neighboring local authorities and other factors.

Applicants are to consider the financial impact the development of the project will have on existing facilities within the identified catchment area. Applications to include details of a number of scenarios related to projected income and expenditure. This type of sensitivity analysis based on worst, average, and best-case performance should be used to inform proponents of the project development to the variables and consequent implications. A list of assumptions should be included with all analyses.

**Attach your audited income and expenditure statements for the last three years (LGAs exempted).**

21. **Who will be responsible for any operational deficit and how will it be funded?**
Busselton Pistol Club

22. **Will an Asset Replacement Fund be created to ensure the ongoing maintenance of the facility**
☐ Yes ☒ No
**If yes, how have you determined the required annual contributions? If no, why not?**

**Where the facility is owned by an LGA, how will the funds be accounted for and what agreement exists with the council?**

## PROJECT DELIVERY

23. **Please indicate key milestones of your project. The key milestones need to be realistic and demonstrate that the project can be delivered in the timeframe.**

| Task | Date |
|---|---|
| Attainment of Council approvals | November 2016 |
| Preparation of tender/quotes for the major works contract | November 2016 |
| Issuing of tender for major works | December 2016 |
| Signing of major works contract | December 2016 |
| Site works commence | January 2017 |
| Construction of project starts | January 2017 |
| Project 50% complete | May 2017 |
| Project Completed | June 2017 |
| Project hand over and acquittal | June 2017 |

24. **Are there any operational constraints that would impact on the construction phase of your project?** (such as your sporting season or major annual event, i.e. if your sport is a winter sport, when will the project commence to ensure that inclement weather does not hinder progress) – provide details.
No.

## GST

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

## PRIVACY STATEMENT AND STATEMENT OF DISCLOSURE

The Organisation acknowledges and agrees that this Application and information regarding it is subject to the *Freedom of Information Act 1992* and that the Grantor may publicly disclose information in relation to this Application, including its terms and the details of the Organisation.

Any information provided by you to DSR can be accessed by you during standard office hours and updated by writing to DSR or calling (08) 9492 9700. All information provided on this form and gathered throughout the assessment process will be stored on a database that will only be accessed by authorised departmental personnel and is subject to privacy restrictions.

DSR may wish to provide certain information to the media for promotional purposes. The information will only include the applicant's club name, sport, location, grant purpose and grant amount.

## APPLICANT'S CERTIFICATION

I certify that the information supplied is to the best of my knowledge, true and correct.

**Name:** Todd Davidson

**Position Held:** President

**Signature:** _____

**Date:** 6/8/16

## LODGEMENT OF YOUR APPLICATION

- Applications are to be received in **hard copy** and should be clipped at the top left-hand corner, please do not bind. In **addition to the hard copy an electronic copy is encouraged** to be provided.
- It is recommended that you **photocopy your completed application form**, including attachments for your own records and future audit purposes.
- All **attachments** and supporting documentation (see next section) should be **clearly identified** and securely attached to the application form.
- **Applications must be submitted to your Local Government Authority** by the Local Government's advertised cut-off date to ensure inclusion at the relevant Council Meeting.

The following documentation must be included with your application. Applicants may wish to supply additional RELEVANT information.

**Grants $66,666–$166,666 (where the total project cost is $500,000 or less):**

- ☐ **Application form** (including any attachments).
- ☐ **Incorporation Certificate.**
- ☐ **Two written quotes**. Quantity Surveyor costs will be accepted; however the responsibility lies with the applicant to ensure the validity of the information. DSR accepts no responsibility for cost variations to projects that were provided a grant based on submitted Quantity Surveyor costs.
- ☐ If your project involves the upgrade of an existing facility, include **photograph/s** of this facility.
- ☐ **Locality map, site map and building plans** (in relevant constructions projects), including where the proposed facility is located in relation to other sport and recreation infrastructure.
- ☐ **Income and expenditure statements** for the current and next financial years. (LGAs exempted).
- ☐ **Written confirmation of financial commitments** from other sources including copies of **council minutes.** (If a club is contributing financially then evidence of their cash at hand must be provided).
- ☐ For resurfacing projects, a written guarantee from the supplier of the product that clearly identifies the product's life expectancy.
- ☐ **Itemised project cost for components** and identified on the relevant quote for each (including cost escalation). Also construction signage costs if relevant.
- ☐ For floodlighting projects, a **lighting plan** must be supplied showing lux, configuration and sufficient power supply

**Grants $166,667–$2 million (where the total project cost exceeds $500,000) including the above:**

- ☐ Needs assessment
- ☐ Management plan
- ☐ Locality map, site map and building plans (in relevant constructions projects) in AutoCad or similar format with an additional electronic version
- ☐ Feasibility study
- ☐ Concept design
- ☐ Life Cycle Cost Analysis

**Your application will be considered not eligible if:**

- You have not discussed your project with the Department of Sport and Recreation and your State Sporting Association.
- You do not meet the eligibility criteria for the grant category to which you are applying.
- You have not included with your application all the relevant required supporting documentation. There is no onus on department staff to pursue missing documentation.
- Applicants/projects that have received a CSRFF grant in the past and have not satisfactorily acquitted that grant. In some cases this may apply to localities where other significant projects have not been progressed or have not completed a previous project in accordance with the conditions of the grant provided. An assessment will be made and if no physical progress has occurred, new applications may not be recommended.
- It is not on the 2017/18 CSRFF application form.
- The project for which application is made is specifically excluded from receiving CSRFF support.

## DEVELOPMENT BONUS APPLICANTS ONLY

If you applied for a CSRFF grant for more than one third of the cost of the project, please provide evidence of meeting at least one of the following criteria.

**You MUST contact your local DSR office to determine eligibility before applying.**

| Category | | Details |
|---|---|---|
| Geographical location | ☐ Regional/Remote location<br>☐ Growth Local Government | |
| Co-location | ☐ New<br>☐ Existing | |
| Sustainability initiative | ☐ Water saving<br>☐ Energy reduction<br>☐ Other | |
| Increased participation | ☐ New participants<br>☐ Existing participants – higher level<br>☐ Special interest<br>☐ Other | |

## PROJECT BUDGET

### ESTIMATED EXPENDITURE

Please itemise the components of your project in the table below, indicating their cost and which quote or part of quote was used to estimate this. Quantity Surveyor costs will be accepted however the responsibility lies with the applicant to ensure the validity of the information. A contingency allowance is considered an acceptable component.

| Project Description (detailed breakdown of project to be supplied | $ Cost ex GST | $ Cost inc GST | Quote Used (list company name and quote no) |
|---|---|---|---|
| *Ie Construction of change rooms* | *25,000* | *27,500* | *B & S Construction* |
| Construction of indoor pistol shooting range | **308,499** | 339,348.90 | Bluewater Building Company |
| | | | |
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| | | | |
| | | | |
| | | | |
| | | | |
| **Project Signage** | 3000 | 300 | Allow $3,000 ex GST if your project exceeds $250,000 |
| **Donated materials (Cost breakdown must be attached)** | **20000** | | |
| **Volunteer Labour (Cost breakdown must be attached)** | **50000** | | |
| **Sub Total** | 311,499 | 342,648 | |
| **Cost escalation** | | | ***Please explain amount used*** |
| **a) Total project expenditure** | 311,499 | 342,648 | |

- At least **two written quotes** are required for each component.
- If your project is a floodlighting installation or upgrades, please ensure that the power supply is sufficient and no upgrade will be required. If upgrade is required and not budgeted for, the grant will immediately be withdrawn. A **lighting plan** must be supplied showing lux and configuration.
- Projects that do not meet **Australian Standards** are ineligible for funding.

## PROJECT FUNDING

| Source of funding | $Amount ex GST | $ Amount inc ST | | Funding confirmed Y / N | Comments to support claim (please attach relevant support) |
|---|---|---|---|---|---|
| Local government | $40,000 | $44,000 | LGA cash and in-kind | Yes | |
| Applicant cash | $103,833 | $114,216 | Organisation's cash | Yes | Bank statements attached |
| Volunteer labour | $50,000 | $55,000 | Cannot exceed applicant cash and LGA contribution – max $50,000 | Yes | If volunteer labour is not met, a supported loan through the City of Busselton will be considered. |
| Donated materials | $13,833 | | Cannot exceed applicant cash and LGA contribution | | |
| Other State Government funding | | | | | |
| Federal Government funding | | | | | |
| Other funding – supported loan | $ | $2,000 | Loans, sponsorship etc | | I |
| CSRFF requested | $103,833 | $114,216 | up to 1/3 project cost | No | |
| Development Bonus | | | Up to ⅓ project cost | | |
| b) Total project funding | $311,499 | $342,648 | | | |
| *Note: If the funding approved is less than funding requested for this project, or the project is more expensive than indicated in this budget, where would the extra funds be sourced from? | | | | | |
| If less funding was approved than requested the Club would have reconsider the project altogether. | | | | | |

## GST

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

## FINANCIAL SUMMARY

| | |
|---|---|
| a) Total project expenditure (ex GST) | $311,499 |
| b) Total project funding (ex GST) | $311,499 |
| c) Project variance* | $0 |

- *Balance between a) and b) should equal $0

## PROJECT ASSESSMENT SHEET

This page is for the use of the relevant Local Government Authority to be used for both community and LGA projects. Please **attach copies of council minutes** relevant to the project approval.

| |
|---|
| **Name of Local Government Authority**: |
| **Name of Applicant:** |

Note: The applicant's name cannot be changed once the application is lodged at DSR.

## Section A

The CSRFF principles have been considered and the following assessment is provided:
(Please include below your assessment of how the applicant has addressed the following criteria)

**All applications**

| | Satisfactory | Unsatisfactory | Not relevant |
|---|---|---|---|
| Project justification | ☐ | ☐ | ☐ |
| Planned approach | ☐ | ☐ | ☐ |
| Community input | ☐ | ☐ | ☐ |
| Management planning | ☐ | ☐ | ☐ |
| Access and opportunity | ☐ | ☐ | ☐ |
| Design | ☐ | ☐ | ☐ |
| Financial viability | ☐ | ☐ | ☐ |
| Co-ordination | ☐ | ☐ | ☐ |
| Potential to increase Physical activity | ☐ | ☐ | ☐ |
| Sustainability | ☐ | ☐ | ☐ |

**Development applications only**

| | Satisfactory | Unsatisfactory | Not relevant |
|---|---|---|---|
| Location | ☐ | ☐ | ☐ |
| Sustainability | ☐ | ☐ | ☐ |
| Co-Location | ☐ | ☐ | ☐ |
| Special Interest Group | ☐ | ☐ | ☐ |

## Section B

LGA – priority ranking of this project

Priority ranking of no of applications received ____ of ____ applications received

Is this project consistent with the ☐ Local Plan ☐ Regional Plan ☐ State Plan

Have all planning and building approvals been given for this project? ☐ Yes ☐ No

If no, what approvals are still outstanding?

**Project Rating (Please tick the most appropriate box to describe the project)**

| | | |
|---|---|---|
| A | Well planned and needed by municipality | ☐ |
| B | Well planned and needed by applicant | ☐ |
| C | Needed by municipality, more planning required | ☐ |
| D | Needed by applicant, more planning required | ☐ |
| E | Idea has merit, more planning work needed | ☐ |
| F | Not recommended | ☐ |

LGA comments (Required):

**Signed** **Position** **Date**

Applications for CSRFF funding must be submitted to your Department of Sport and Recreation office by **4pm on 16 September 2016.** Late applications cannot be accepted in any circumstances.

DSR OFFICES

**PERTH OFFICE**
246 Vincent Street
Leederville WA 6007
PO Box 329
Leederville WA 6903
Tel: (08) 9492 9700
Fax: (08) 9492 9711

**PEEL**
Suite 94
16 Dolphin Drive
PO Box 1445
Mandurah WA 6210
Tel: (08) 9550 3100
Fax: (08) 9550 3199

**PILBARA**
Karratha Leisureplex
Dampier Hwy, Karratha
PO Box 941
Karratha WA 6714
Tel: (08) 9182 2100
Fax: (08) 9182 2199

**SOUTH WEST**
80A Blair Street
PO Box 2662
Bunbury WA 6230
Tel: (08) 9792 6900
Fax: (08) 9792 6999

**GREAT SOUTHERN**
22 Collie Street
Albany WA 6330
Tel: (08) 9892 0100
Fax: (08) 9892 0199

**GASCOYNE**
4 Francis Street
PO Box 140
Carnarvon WA 6701
Tel: (08) 9941 0900
Fax: (08) 9941 0999

**GOLDFIELDS**
106 Hannan Street
PO Box 1036
Kalgoorlie WA 6430
Tel: (08) 9022 5800
Fax: (08) 9022 5899

**KIMBERLEY – Broome**
Unit 2, 23 Coghlan Street
PO Box 1476
Broome WA 6725
Telephone (08) 9195 5750
Facsimile (08) 9166 4999
Mobile 0438 916 185

**WHEATBELT - NORTHAM**
298 Fitzgerald Street
PO Box 55
Northam WA 6401
Tel: (08) 9690 2400
Fax: (08) 9690 2499

**WHEATBELT – NARROGIN**
Government Offices
Level 2, 11-13 Park Street Narrogin
WA 6312
Telephone 0429 881 369
Facsimile (08) 9881 3363

**MID-WEST**
Level 1, 268-270
Foreshore Drive
PO Box 135
Geraldton WA 6531
Tel: (08) 9956 2100
Fax: (08) 9956 2199

Our whole
Community wins

# BUSSELTON PISTOL CLUB

***Projected income statement for 2016/2017***

| **Projected Income** | **45000.00** |
|---|---|
| Subscriptions up from | 4751 to 5800 |
| WAPA Fees | 5598 to 6500 |
| Fundraising | 18907 to 22000 |
| Events | 5120 to 6300 |
| Kitchen/Sundries | 1556 to 2000 |
| Donations | 1388 to 2400 |

| **Projected expenditures** | **17600** |
|---|---|
| WAPA | 4582 to 6500 |
| Ammunition | 820 to 1000 |
| Power | 373 to 400 |
| Office supplies | 265 to 300 |
| Events | 5120 to 5500 |
| Targets | 610 to 1000 |
| Sundries | 1465 to 2400 |
| Repairs | 300 to 500 |

This is an estimation only for the coming August 2016 to August 2017 financial year for this not for profit organisation.

2015/2016 financials are still with accountant for audit.

# BUSSELTON PISTOL CLUB

*Financial position, 2015/2016*

| | |
|---|---|
| Opening Balance August 2015 | $10742.40 |
| Income for 2015/2016 | 34288.38 |
| Expenditure for 2015/2016 | 13541.22 |
| Funds available for 2015/2016 | 31369.56 |

Breakdown of **receipt activity**

| | |
|---|---|
| Club Fees | 4751.00 |
| WAPA | 5598.90 |
| Range fees | 875.00 |
| Donations | 1388.00 |
| Bank Interest | 281.83 |
| Kitchen | 930.50 |
| Fund Raising | 18907.05 |
| Miscellaneous | 1556.10 |
| Total | 31369.56 |

Breakdown of **expenditure**

| | |
|---|---|
| WAPA | 4582.00 |
| Bank fees | 4.80 |
| Ammunition | 820.00 |
| Targets | 610.00 |
| Power | 373.70 |
| Office supplies | 265.10 |
| Events | 5120.00 |
| Sundries | 1464.00 |
| Repairs | 301.62 |
| Total | 13541.22 |

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## BUSSELTON PISTOL CLUB INCORPORATED

### INCOME STATEMENT
### FOR THE YEAR ENDED 30 JUNE 2015

| | Note | 2015 $ | 2014 $ |
|---|---|---|---|
| **INCOME** | | | |
| Club Fees | | 3,799.00 | 2,998.10 |
| Club Shirts | | - | 880.00 |
| Donations | | - | 113.15 |
| Events | | 1,667.35 | 1,913.00 |
| Fundraising | | 16,472.20 | - |
| | | 21,938.55 | 5,904.25 |
| **OTHER INCOME** | | | |
| Nominations | | 80.00 | 120.00 |
| Dividends Received | | 763.30 | 156.40 |
| Interest Received | | 108.08 | - |
| Range Fees | | 416.00 | 952.20 |
| WAPA Fees | | 3,649.00 | 3,070.00 |
| Movement in Net Market Values | | 639.17 | - |
| Sundry Revenue | | 245.00 | - |
| Gross profit from trading | | 719.65 | 102.77 |
| | | 6,620.20 | 4,401.37 |
| | | 28,558.75 | 10,305.62 |
| **EXPENDITURE** | | | |
| Audit Fees | | 528.00 | 550.00 |
| Bank Charges | | 4.10 | 1.80 |
| Club Shirts | | - | 693.00 |
| Electricity | | 350.15 | 240.60 |
| Equipment & Materials | | 936.63 | 1,155.95 |
| Events | | - | 1,074.08 |
| Fundraising | | 5,775.82 | 166.00 |
| Permits, Licences & Fees | | 3,767.00 | 3,377.75 |
| Printing, Postage & Stationery | | 185.90 | 166.00 |
| Sundry Expenses | | 193.80 | 260.35 |
| Telephone & Internet | | 49.00 | - |
| | | 11,790.40 | 7,685.53 |
| Profit before income tax | | 16,768.35 | 2,620.09 |
| **Profit for the year** | | 16,768.35 | 2,620.09 |
| Retained earnings at the beginning of the financial year | | 20,096.80 | 4,372.46 |
| **Retained earnings at the end of the financial year** | | 36,865.15 | 6,992.55 |

The accompanying notes form part of these financial statements.

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## BUSSELTON PISTOL CLUB INCORPORATED

### BALANCE SHEET
### AS AT 30 JUNE 2015

| | Note | 2015 $ | 2014 $ |
|---|---|---|---|
| **ASSETS** | | | |
| **CURRENT ASSETS** | | | |
| Cash and cash equivalents | 2 | 22,294.43 | 6,928.55 |
| Trade and other receivables | 3 | 64.00 | 64.00 |
| **TOTAL CURRENT ASSETS** | | 22,358.43 | 6,992.55 |
| **NON-CURRENT ASSETS** | | | |
| Financial assets | 4 | 14,506.72 | - |
| **TOTAL NON-CURRENT ASSETS** | | 14,506.72 | - |
| **TOTAL ASSETS** | | 36,865.15 | 6,992.55 |
| **LIABILITIES** | | | |
| **CURRENT LIABILITIES** | | | |
| **TOTAL CURRENT LIABILITIES** | | - | - |
| **TOTAL LIABILITIES** | | - | - |
| **NET ASSETS** | | 36,865.15 | 6,992.55 |
| **MEMBERS' FUNDS** | | | |
| Retained earnings | 5 | 36,865.15 | 6,992.55 |
| **TOTAL MEMBERS' FUNDS** | | 36,865.15 | 6,992.55 |

The accompanying notes form part of these financial statements.

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**BUSSELTON PISTOL CLUB INC**

**BALANCE SHEET**
**AS AT 30 JUNE 2014**

| | |
|---|---|
| **Members Funds** | |
| Opening Balance | 4,372.46 |
| Operating Surplus/(Loss) For Year | 2,620.09 |
| Balance at 30 June 2014 | $ 6,992.55 |
| Represented by: | |
| **Current Assets** | |
| Cash at Bank | |
| Everyday Business | 6,759.45 |
| Cash on Hand | 169.10 |
| Withholding Tax | 64.00 |
| | $ 6,992.55 |

**BUSSELTON PISTOL CLUB INC**

**BANK RECONCILIATION**
**AS AT 30 JUNE 2014**

| | |
|---|---|
| Everyday Business A/c 20967553 | |
| Balance as per statement 30/06/14 | 6,978.80 |
| Less: Unpresented Cheques | 219.35 |
| Reconciled Balance at 30/06/14 | $ 6,759.45 |

This Financial Statement should be read in conjunction with the attached Auditor's Statement

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## BUSSELTON PISTOL CLUB INC

### PROFIT & LOSS STATEMENT
### YEAR ENDED 30 JUNE 2014

| | $ | $ |
|---|---|---|
| **INCOME** | | |
| Club Fees | 2,998.10 | |
| Club Shirts | 880.00 | |
| Dividends | 156.40 | |
| Donations | 113.15 | |
| Drinks Sales | 289.30 | |
| Miscellaneous | 30.00 | |
| Nominations | 120.00 | |
| One Gun Event | | |
| Nominations | 1,400.00 | |
| Meal Money | 513.00 | |
| Range Fees | 952.20 | |
| WAPA Fees | 3,070.00 | |
| | | 10,522.15 |
| **EXPENDITURE** | | |
| Audit | 550.00 | |
| Bank Fee | 1.80 | |
| Club Shirts | 693.00 | |
| Drinks Purchases | 186.53 | |
| Electricity | 240.60 | |
| Equipment & Materials | 1,155.95 | |
| Miscellaneous | 260.35 | |
| One Gun Event | 1,074.08 | |
| Postage & Stationery | 166.00 | |
| Raffle | 166.00 | |
| W.A.P.A. Registration Fees | 3,377.75 | |
| | | 7,872.06 |
| **Operating Surplus/(Loss) For Year** | | $ 2,650.09 |

This Financial Statement should be read in conjunction with the attached Auditor's Statement.

Accounts where club funds are currently held.

**BUSSELTON PISTOL CLUB**

| | |
|---|---|
| **Fixed term** | |
| Bendigo Bank | 12,362.04 |
| Bank West | 56,647.50 |
| | |
| **Cheque Accounts** | |
| Bendigo Bank | 31369.56 |

copy of statement attached

# Bendigo e-banking

## Account History - Results

Sorted: Most Recent First ▼

Account: **153292115 - Statement Account - (1201)**
Period: **All days this month**

Current Balance: **$31,453.45**
Available Balance: **$31,453.45**

| Date | Description | Withdrawals | Deposits | Balance |
|---|---|---|---|---|
| 02-Aug-2016 | DEPOSIT - CASH | | $60.00 | $31,453.45 |
| 01-Aug-2016 | TRANSACTION FEES CHARGED;<br>TRANSACTION FEES CHARGED 07/16 | $0.00 | | $31,393.45 |
| 01-Aug-2016 | INTEREST | | $23.89 | $31,393.45 |
| 07-Jul-2016 | DEPOSIT - CASH;<br>BPC | | $150.00 | $31,369.56 |
| 01-Jul-2016 | 00000037 678495845 ;<br>CHEQUE;<br>861484 | $450.00 | | $31,219.56 |
| 01-Jul-2016 | TRANSACTION FEES CHARGED;<br>TRANSACTION FEES CHARGED 06/16 | $0.00 | | $31,669.56 |
| 01-Jul-2016 | INTEREST | | $23.32 | $31,669.56 |

**Disclosure documents | Privacy Policy**
For personal assistance call 1300 BENDIGO (1300 236 344)
Copyright © 2016, Bendigo and Adelaide Bank Limited
AFSL / Australian Credit Licence 237879

Department of Consumer & Employment Protection
Government of Western Australia

**WESTERN AUSTRALIA**

Associations Incorporation Act 1981
Section 19

Registered No.: A0730097E

# Certified Copy of the Certificate of Incorporation of an Association

This is to certify that

**BUSSELTON PISTOL CLUB INCORPORATED**

has this day first day of November 1973 been
incorporated under the Associations Incorporation Act 1987.

Dated this ninth day of April 2002

Commissioner for Fair Trading

DRAFT

# Australian Business Register

| | | |
|---|---|---|
| Australian Business Number(ABN) | : | **49 885 461 967** |
| Legal Name | : | **BUSSELTON PISTOL CLUB INC - WEST AUSTRALIAN PISTOL ASSOC** |
| Trading Name | : | **BUSSELTON PISTOL CLUB INCORPORATED** |
| ABN Status | : | **Registered** |
| ABN Registration Date | : | **11 June 2000** |
| Postal Address | : | **PO BOX 431<br>BUSSELTON WA 6280** |
| Business Address | : | **QUEEN ELIZABETH DR<br>BUSSELTON WA 6280** |
| Type of Entity | : | **Incorporated Entity** |
| Industry Code (ANZSIC) | : | **93198** |
| Public Officer | : | **MR MALCOLM WILLIAM CLIFFORD** |

*Please turn over ...*

(or to address on envelope if barcoded)
PO BOX 9990
Chermside QLD 4032

15,527
02

Australian Taxation Office

BUSSELTON PISTOL CLUB INC – WEST
AUSTRALIAN PISTOL ASSOC
PO BOX 431
BUSSELTON WA 6280

Date of Issue
16 JUN 00

## TAX FILE NUMBER ADVICE

You have been issued a tax file number (TFN) which is:

**734 569 874**

This TFN has been issued either in response to your recent application/enquiry or at the discretion of the Commissioner of Taxation as authorised by Section 202BA(4) of the Income Tax Assessment Act 1936.

Section 202BA(4) states "The Commissioner may, without an application being made, issue a tax file number to a person whenever it is necessary to do so in connection with the performance of a function of the Commissioner under a law of the Commonwealth relating to taxation".

A TFN is only issued under Section 202BA(4) following a search of ATO records. While this search is conducted in a comprehensive and conscientious manner we recognise that you may already have a TFN which we could not establish as belonging to you. If this is the case would you please advise us of your TFN by calling the Small Business Help Line on 13 2866.

You should keep this confidential advice in a safe place for further reference. If this advice is misplaced it could take up to 28 days for the ATO to forward a replacement. No legislation requires you to show this advice to any person.

Yours faithfully,

S. Chapman
Deputy Commissioner of Taxation
Chermside Office, 10 Banfield Street, Chermside

PO Box 1198
NEWCASTLE NSW 2300

Australian Taxation Office

BUSSELTON PISTOL CLUB INC - WEST
AUSTRALIAN PISTOL ASSOC
PO BOX 431
BUSSELTON WA 6280

Date of Issue
13 June 2000

**Client Enquiries**
Telephone: 13 24 78
Facsimile: 1300 130 911

**Australian Business Number**
**Notification of registration**

I am pleased to advise that you are now registered in the Australian Business Register and have been issued with:

Australian Business Number (ABN) **: 49 885 461 967**

Your ABN registration is effective as of **: 11 June 2000**

Enclosed is a list of details recorded on the Australian Business Register about your business or organisation. Please check these details. If there are any errors please telephone 13 24 78.

Information on the Australian Business Register is available to the public as well as other Government agencies and organisations.

You are required to notify the Registrar (Commissioner of Taxation), of any changes to the information on the register within 28 days of becoming aware of the change. This is required according to *A New Tax System (Australian Business Number) Act* 1999.

**Please note the following:**
Deductible gift recipient and/or income tax exempt charity
If you have indicated that you require endorsement as a deductible gift recipient and/or income tax exempt charity, an application will issue shortly.

Diesel and Alternative Fuels Grants Scheme and Diesel Fuel Rebate Scheme
If you have indicated an intention to claim under either of these schemes, you will be sent further information in the near future.

If you need any further information, please refer to the *Guide to Registering for the New Tax System*. Alternatively, you can get further information from our website at www.taxreform.ato.gov.au or by phoning the Business Tax Reform Infoline on 13 24 78.

***Review rights***
The date of effect of your registration is a reviewable ABN decision under the *Administrative Appeals Tribunal Act* 1975. If you are dissatisfied with the date of effect, you may request that the Administrative Appeals Tribunal review the decision within 28 days from the date this notice was issued. Please refer to the attachment for further information.

***Taxpayers' Charter***
*The Taxpayers' Charter* outlines your rights and obligations under the law as well as the service and standards you can expect when dealing with the ATO. You can obtain a copy of the *Taxpayers' Charter* from our website at www.ato.gov.au or by phoning 1300 720 092.

Michael Carmody

Michael Carmody
*Registrar of the Australian Business Register and*
*Commissioner of Taxation*

# DETAILED COST ESTIMATE

| | |
|---|---|
| CLIENT: | Busselton Pistol Club |
| ADDRESS: | Queen Elizabeth Drive BUSSELTON |

| | |
|---|---|
| DATE: | 15/08/2016 |

| SUMMARY | Totals Excl Tax |
|---|---|
| Preliminaries | $ 4,389.00 |
| Overheads & Margins | $ 300.00 |
| Civil & Siteworks | $ 27,860.00 |
| Concrete Works | $ 90,275.00 |
| Structural Steel | $ 23,700.00 |
| Metalwork | $ 2,300.00 |
| Carpentry & Joinery | $ 15,550.00 |
| Roofing & Roof plumbing | $ 39,750.00 |
| Hydraulic Services | $ 18,000.00 |
| Mechanical Services | $ 20,500.00 |
| Electrical Services | $ 24,000.00 |
| Aluminium Windows | $ 2,250.00 |
| Suspended Ceilings & Partitions | $ 11,500.00 |
| Tiling | $ 3,525.00 |
| Painting | $ 7,100.00 |
| | |
| Provisional Sums | $ 17,500.00 |
| Prime Cost Sums | $ - |

| | |
|---|---|
| Sub Total excl Tax | $ 308,499.00 |

| | |
|---|---|
| GST | $ 30,849.90 |

| | |
|---|---|
| Total | $ 339,348.90 |

| Preliminaries | | | | | | |
|---|---|---|---|---|---|---|
| Item | Per | Labour | Materials | Other | Unit | Total |
| Building Application Fee | Item | | | $ 340,000.00 | 0.38% | $ 1,292.00 |
| BCITF | Item | | | $ 340,000.00 | 0.29% | $ 986.00 |
| BRB Levy | Item | | | $ 45.00 | 1 | $ 45.00 |
| Health Department | Item | | | $ 320.00 | 1 | $ 320.00 |
| Contract Works Insurance | % | | | $ - | 0.29% | $ - |
| Workers Compensation | % | | | $ 340,000.00 | 0.24% | $ 816.00 |
| Indemnity | Item | | | $ - | 1 | $ - |
| Dilapidation Report | Allow | | | $ - | 1 | $ - |
| Site Office | Month | | | $ - | 8 | $ - |
| Site Container | Month | | | $ - | 8 | $ - |
| Chemical Toilet | Month | | | $ - | 8 | $ - |
| Delivery | Allow | | | $ - | 2 | $ - |
| Waste Bins – construction waste | 9cm | | | $ 465.00 | 2 | $ 930.00 |
| Scaffold- Includes Delivery + Labour | Allow | | | $ - | 1 | $ - |
| Scaffold- Mobile | Allow | | | $ - | 12 | $ - |
| Scaffold – Delivery | Allow | | | $ - | 1 | $ - |
| Crane Hire | Hr | | | $ - | 1 | $ - |
| Scissor Lift Hire | Week | | | $ - | 16 | $ - |
| Props | Week | | | $ - | 1 | $ - |
| Strong Backs | Week | | | $ - | 1 | $ - |
| Temp Fencing | Month | | | $ - | 1 | $ - |
| | | | | Total excl tax | | $ 4,389.00 |

| Overheads & Margins | | | | | | |
|---|---|---|---|---|---|---|
| Builders Signage | Allow | | | $ 300.00 | 1 | $ 300.00 |
| Supervision | Hr | | | $ - | 2% | $ - |
| Contigencies | % | | | $ - | 1% | $ - |
| Profit & Margin | % | | | $ - | 5% | $ - |
| Retention | % | | | $ - | 3% | $ - |
| | | | | | | $ 300.00 |

| Civil Works & Siteworks | | | | | | |
|---|---|---|---|---|---|---|
| Item | Per | Labour | Materials | Other | Unit | Total |
| Siteworks – Strip & Clean fill | SQM | | | $ 27.00 | 580 | $ 15,660.00 |
| Siteworks – Gravel Carpark | SQM | | | $ 22.00 | 350 | $ 7,700.00 |
| Siteworks – Ramping & cleaning panels | Item | | | $ 1,000.00 | 1 | $ 1,000.00 |
| Stormwater Drainage | Item | | | $ 3,500.00 | 1 | $ 3,500.00 |
| | | | | Total excl tax | | $ 27,860.00 |

| Concretor | | | | | | |
|---|---|---|---|---|---|---|
| Item | Per | Labour | Materials | Other | Unit | Total |
| Ground slab and footings, Hard stand area, Position hold down bolts, Supply concrete, concrete pump, Mesh f72, Plastic & Chairs. | | | | $ 95.00 | 545 | $ 51,775.00 |
| Tilt Panels, supply concrete, Mesh, Reo, mesh chairs and labour, All panel hardware, panel props, crane & rigging to erect. | | | | $ 120.00 | 315 | $ 37,800.00 |
| Jointing, grouting & patching | | | | $ 700.00 | 1 | $ 700.00 |
| | | | | | | |
| | | | | Total excl tax | | $ 90,275.00 |

| Structural Steel | | | | | | |
|---|---|---|---|---|---|---|
| Item | Per | Labour | Materials | Other | Unit | Total |
| Engineering Design | Quote | | | $ 2,700.00 | 1 | $ 2,700.00 |
| Shop Drawings | Quote | | | $ 1,500.00 | 1 | $ 1,500.00 |
| Fabrication including installation | Tonne | | | $ 6,500.00 | 3 | $ 19,500.00 |
| | | | | | | $ 23,700.00 |

| Metalwork | | | | | | |
|---|---|---|---|---|---|---|
| Item | Per | Labour | Materials | Other | Unit | Total |
| Bollards | Item | | | $ 500.00 | 1 | $ 500.00 |
| Metal Shutters | Item | | | $ 1,800.00 | 1 | $ 1,800.00 |
| | | | | | | $ 2,300.00 |

| Carpentry & Joinery | | | | | | |
|---|---|---|---|---|---|---|
| Item | Per | Labour | Materials | Other | Unit | Total |
| Hardware | Item | | $ 1,500.00 | | 1 | $ 1,500.00 |
| Carpentry Labour | Item | $ 5,000.00 | | | 1 | $ 5,000.00 |
| Fixing Carpenter Labour | Item | $ 50.00 | | | 60 | $ 3,000.00 |
| Fixing Carpentry Materials | Item | | $ 1,800.00 | | 1 | $ 1,800.00 |
| Fixings, flashings, general hardware | Item | | | $ 650.00 | 1 | $ 650.00 |
| Kitchenette | Item | | | $ 1,700.00 | 1 | $ 1,700.00 |
| WC Vanity | Item | | | $ 900.00 | 1 | $ 900.00 |
| Toilet roll holders & Towel Rails | Item | | | $ 350.00 | 1 | $ 350.00 |
| Toilet Partitioning | Item | | | $ 650.00 | 1 | $ 650.00 |
| | | | | Total excl tax | | $ 15,550.00 |

| Roofer & Roof Plumbing | | | | | | |
|---|---|---|---|---|---|---|
| Item | Per | Labour | Materials | Other | Unit | Total |
| Roof plumbing and Flashings | Item | | | $ 75.00 | 530 | $ 39,750.00 |
| | | | | | | |
| | | | | Total excl tax | | $ 39,750.00 |

| Hydraulic Services | | | | | | |
|---|---|---|---|---|---|---|
| Item | Per | Labour | Materials | Other | Unit | Total |
| Sanitary Plumbing | Item | | | $ 16,500.00 | 1 | $ 16,500.00 |
| Plumbing Fixtures - Reece | PS | | | $ 1,500.00 | 1 | $ 1,500.00 |
| | | | | | | |
| | | | | Total excl tax | | $ 18,000.00 |

| Mechanical Services | | | | | | |
|---|---|---|---|---|---|---|
| Item | Per | Labour | Materials | Other | Unit | Total |
| Air Conditioning & Ventilation | PS | | | $ 20,500.00 | 1 | $ 20,500.00 |
| | | | | | 1 | |
| | | | | Total excl tax | | $ 20,500.00 |

| Electrical Services | | | | | | |
|---|---|---|---|---|---|---|
| Item | Per | Labour | Materials | Other | Unit | Total |
| Electrician | Item | | | $ 18,500.00 | 1 | $ 18,500.00 |
| Light Fittings | PS | | | $ 5,500.00 | 1 | $ 5,500.00 |
| | | | | Total excl tax | | $ 24,000.00 |

| Glazier | | | | | | |
|---|---|---|---|---|---|---|
| Item | Per | Labour | Materials | Other | Unit | Total |
| Aluminium Windows | Item | | | $ 2,250.00 | 1 | $ 2,250.00 |
| | | | | $ - | 0 | $ - |
| | | | | Total excl tax | | $ 2,250.00 |

| Painter | | | | | | |
|---|---|---|---|---|---|---|
| Item | Per | Labour | Materials | Other | Unit | Total |
| Painting | Item | | | $ 6,500.00 | 1 | $ 6,500.00 |
| Scaffolding | Item | | | $ 600.00 | 1 | $ 600.00 |
| | | | | Total excl tax | | $ 7,100.00 |

| Suspended Ceilings & Partitions | | | | | | |
|---|---|---|---|---|---|---|
| Item | Per | Labour | Materials | Other | Unit | Total |
| Gyprock, wallframes & insulation | Item | | $ 11,500.00 | | 1 | $ 11,500.00 |
| | | | | Total excl tax | | $ 11,500.00 |

| Tiling | | | | | | |
|---|---|---|---|---|---|---|
| Item | Per | Labour | Materials | Other | Unit | Total |
| Tiles | SQM | $ 65.00 | $ 25.00 | | 20 | $ 1,800.00 |
| Screed | SQM | | | $ 25.00 | 12 | $ 300.00 |
| Waterproofing | SQM | | | $ 35.00 | 14 | $ 490.00 |
| Silicon | Item | | | $ 55.00 | 3 | $ 165.00 |
| Grout & Glue | SQM | | | $ 8.50 | 20 | $ 170.00 |
| Misc. | Item | | | $ 600.00 | 1 | $ 600.00 |
| | | | | Total excl tax | | $ 3,525.00 |

| Provisional Sums | | | | | | |
|---|---|---|---|---|---|---|
| Item | Per | Labour | Materials | Other | Unit | Total |
| Backstop | PS | | | $ 4,000.00 | 1 | $ 4,000.00 |
| Baffles | PS | | | $ 3,000.00 | 1 | $ 3,000.00 |
| Water Tank | PS | | | $ 10,500.00 | 1 | $ 10,500.00 |
| | | | | $ - | 1 | $ - |
| | | | | $ - | 0 | $ - |
| | | | | Total excl tax | | $ 17,500.00 |

| Prime Costs Sums | | | | | | |
|---|---|---|---|---|---|---|
| Item | Per | Labour | Materials | Other | Unit | Total |
| | | | | $ - | 0 | $ - |
| | | | | $ - | 0 | $ - |
| | | | | Total excl tax | | $ - |

**GOLD TERM DEPOSIT STATEMENT**

*For enquiries please call (00) 0137000.*

21 April 2016

*BSC TRANSACTIONAL (00) 0137000*
*BANKWEST BSC TRANSACTIONAL*
*300 MURRAY STREET*
*PERTH WA 6000*

| | |
|---|---|
| Account Number | **005-218503-2** |
| Period | **8 Apr 16 - 21 Apr 16** |
| *Page 1 of 3* | *Statement Number 19* |

BT1123A 000617 (051R)
THE COMMITTEE
REGIONAL SPORTING ACADEMY INCORPORATED
PO BOX 431
BUSSELTON WA 6280

Account of: **REGIONAL SPORTING ACADEMY INCORPORATED**

**Reinvestment Notice**

We are pleased to advise your Gold Term Deposit has now matured.

If you provided your maturity instructions after maturity but before you received this letter, your Confirmation Letter sent at the end of the grace period will confirm the details of your instructions if different from these.

If we receive no instructions from you, your account will be renewed as detailed below.

| | |
|---|---|
| Account Number | 005-218503-2 |
| Account Type | GOLD TERM DEPOSIT |
| Deposit Amount | 57,647.50 |
| Term | 7 months |
| Interest Rate Applicable | 2.00% per annum |
| Commencement Date | 21 April 2016 |
| Maturity Date | 21 November 2016 |
| Interest Type | Interest At Maturity |
| Interest Raising Frequency | Maturity |
| Next Interest Payment Date | 21 November 2016 |
| Interest Payment Method | Add to Term Deposit |

D15

A higher interest rate may be available for another product with a similar or different term. If you would like to consider other savings or investment products that may be more suitable for you, please contact us before 27 April 2016 to discuss the options.

**Grace Period**
You have a 7 calendar day Grace Period commencing 21 April 2016 and ending 27 April 2016 during which you may withdraw your Term Deposit funds or make changes to your Term Deposit without incurring a fee or a reduction in the return generated for the period.

After the grace period, if you need to withdraw funds before your Term Deposit matures, you will need to provide us with 31 days' notice and you may incur a fee or have a reduction of interest payable.

Your current account transaction details are displayed on the following page.

The Product Disclosure Statement for your Term Deposit was previously provided to you. If you need another copy it is available from Bsc Transactional on (00) 0137000, any of our Stores or can be viewed anytime at bankwest.com.au.

Warm regards

Ian Sivwright
Executive Manager – Product Delivery

BT1123A / 000517 / 0001808

| Date | Particulars | Debit | Credit | Balance |
|---|---|---|---|---|
| 08APR16 | **OPENING BALANCE** | | | **56,754.54** |
| 21APR16 | CREDIT INTEREST | | 892.96 | 57,647.50 |
| 21APR16 | **CLOSING BALANCE** | | | **57,647.50** |

**BUSINESS ZERO TRAN ACCOUNT STATEMENT**

Business
*For enquiries please call 13 17 19.*

*BANKWEST BUSSELTON CSC*
*24 PRINCE STREET*
*BUSSELTON WA 6280*

| | |
|---|---|
| BSB Number | **306-005** |
| Account Number | **218496-3** |
| Period | **29 Apr 16 - 27 May 16** |
| *Page 1 of 1* | *Statement Number 48* |

BS1483AN04 041018-000000 (051D)
THE COMMITTEE
REGIONAL SPORTING ACADEMY INCORPORATED
PO BOX 431
BUSSELTON WA 6280

Account of: **REGIONAL SPORTING ACADEMY INCORPORATED**

| Date | Particulars | Debit | Credit | Balance |
|---|---|---|---|---|
| 29 APR 16 | **OPENING BALANCE** | | | **1,718.18** |
| 27 MAY 16 | **CLOSING BALANCE** | | | **1,718.18** |
| | TOTAL DEBITS | $0.00 | | |
| | TOTAL CREDITS | | $0.00 | |

Please check all entries on this statement carefully. If you believe there has been an error or unauthorised transaction, please contact the Bankwest Customer Help Centre on 13 17 19. For further information relating to your account or dispute resolution procedures, please refer to the relevant Product Disclosure Statement, which can be obtained from your local Bankwest branch, from the Bankwest website www.bankwest.com.au, or by contacting the Bankwest Customer Help Centre on 13 17 19. If you would prefer not to receive promotional information from Bankwest, please let us know by calling 13 17 19.

Bankwest, a division of Commonwealth Bank of Australia ABN 48 123 123 124 AFSL / Australian credit licence 234945

# Bendigo e-banking

## Account History - Results

Sorted: Most Recent First ▼

Account: **153292131 - Term Deposit Account - (2501)**
Period: **Last 14 Days**

Current Balance: **$12,602.78**
Available Balance: **$12,602.78**

| Date | Description | Withdrawals | Deposits | Balance |
|---|---|---|---|---|
| 13-Aug-2016 | INTEREST | | $240.74 | $12,602.78 |

Disclosure documents | Privacy Policy
For personal assistance call 1300 BENDIGO (1300 236 344)
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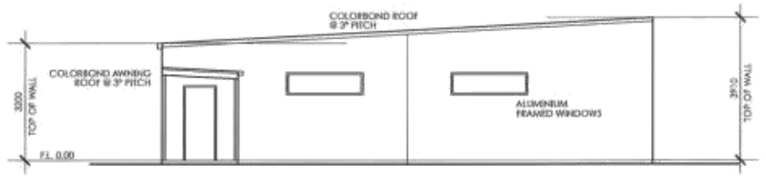


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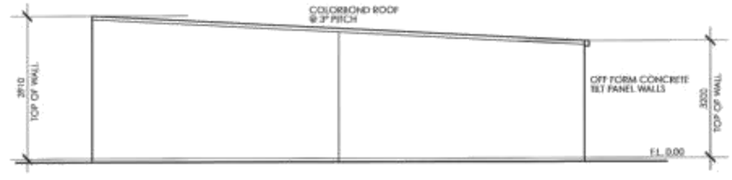


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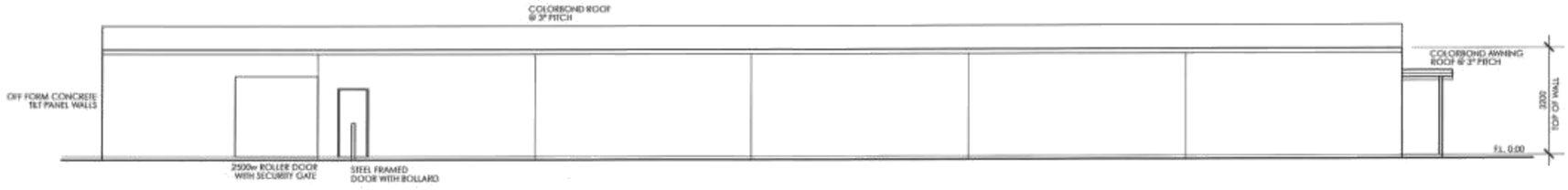


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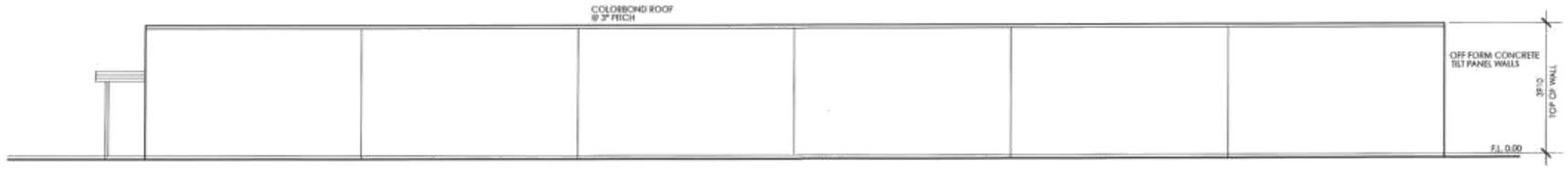



SOUTH

PRELIMINARY ONLY

SPACE | LIGHT | ORDER
design + project management
0427 18 28 64
evan@spacelightorder.com.au
www.spacelightorder.com.au

PROJECT
PROPOSED SHOOTING RANGE & CLUBROOMS

LOCATION
LOT 4455 QUEEN ELIZABETH AVE
AMBERGATE

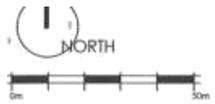
DRAWING
ELEVATIONS

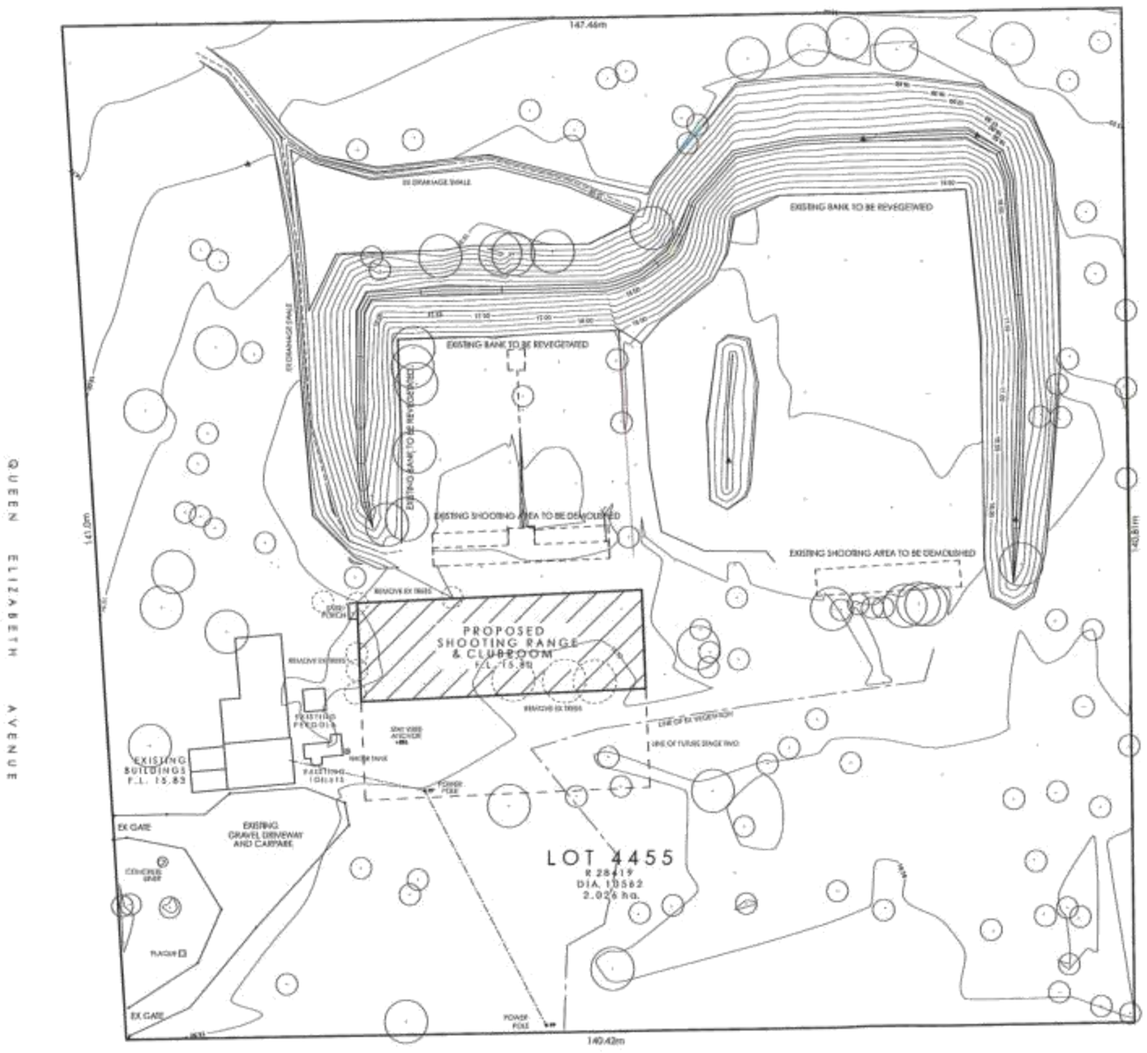
DRAWN
EVAN WILLIAMS

DRAWING NO
DA03

DATE
AUG 2016

SCALE

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PROJECT
PROPOSED SHOOTING RANGE & CLUBROOMS

LOCATION
LOT 4455 QUEEN ELIZABETH AVE
AMBERGATE

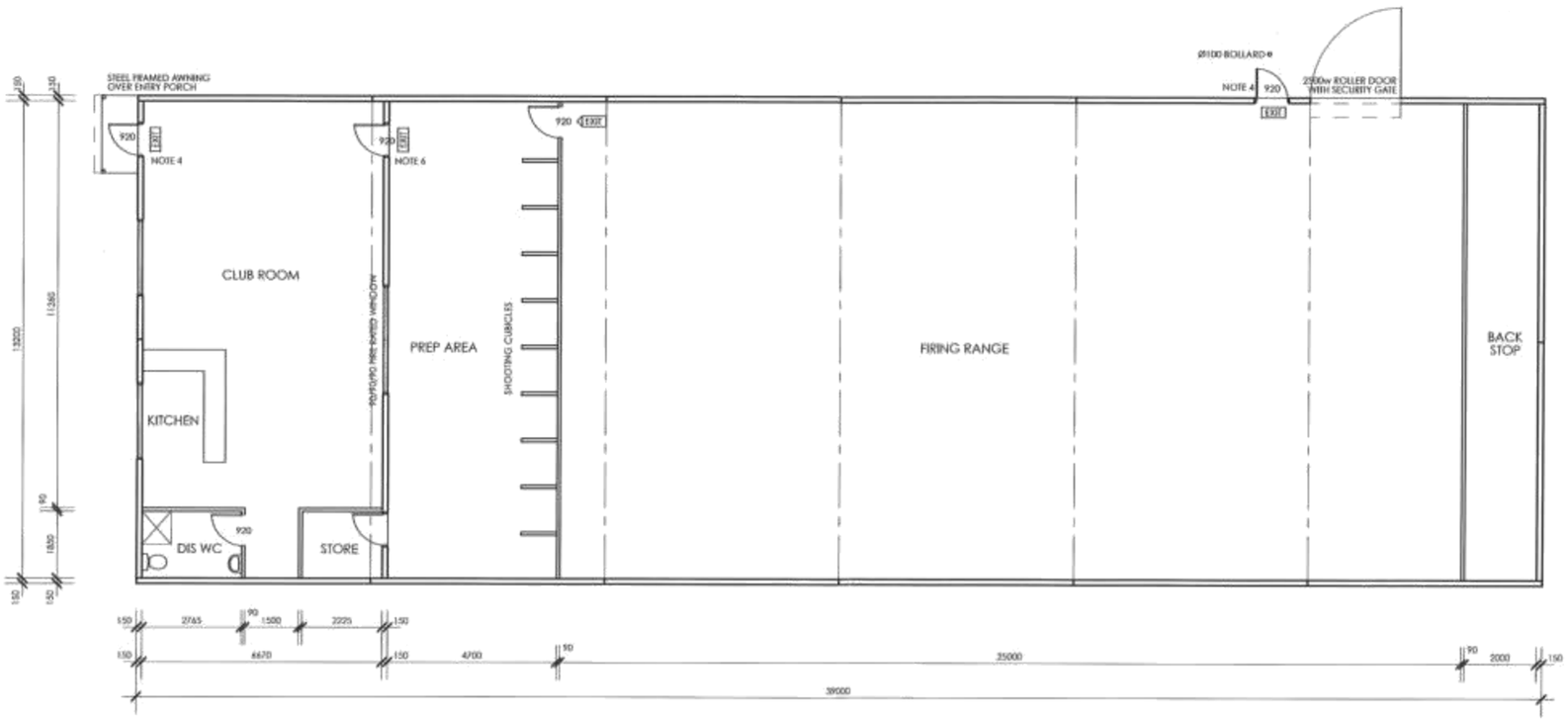
DRAWING
SITE PLAN

PRELIMINARY ONLY

DRAWN
EVAN WILLIAMS

DATE
AUG 2016

DRAWING No.
DA01




PRELIMINARY ONLY

NOTES
1. EXIT EXIT LIGHT TO AS2293.1
   EXIT DIRECTIONAL EXIT LIGHT TO AS2293.1
2. LAYOUT AND ALL FIXTURES AND FITTINGS TO DISABLED WC SHALL BE TO AS1428.1 2009
3. ABE EXTINGUISHER TO AS2444 WITH SIZE IN Kgs ABE 9.0
4. LATCH TO DOOR TO BE MIN BCA CLAUSE D2.21 PROVIDE 1:8 MAX GRADIENT THRESHOLD TO ALL ENTRANCE DOORWAYS
5. EF EXHAUST FAN FLUMED TO OUTSIDE AIR
6. NOTED DOORS TO BE 90/90/FP0 FIRE DOORS & FRAMES
7. READ DRAWING IN CONJUNCTION WITH EMET ENERGY EFFICIENCY REVIEW REPORT

SPACE | LIGHT | ORDER
design + project management
0427 18 28 64
evan@spacelightorder.com.au
www.spacelightorder.com.au

PROJECT
PROPOSED SHOOTING RANGE & CLUBROOMS
ADDRESS
LOT 4455 QUEEN ELIZABETH AVE
AMBERGATE
DRAWING
FLOOR PLAN
DRAWN
EVAN WILLIAMS
DATE
AUG 2016
DRAWING No.
DA02
SCALE
REV

## 14. FINANCE AND CORPORATE SERVICES REPORT

### 14.1 LEASE OF RAILWAY HOUSE TO THE MARGARET RIVER BUSSELTON TOURISM ASSOCIATION AND DEED OF SURRENDER OF PEEL TERRACE PREMISES

| | |
|---|---|
| **SUBJECT INDEX:** | Agreements/Contracts |
| **STRATEGIC OBJECTIVE:** | A City of shared, vibrant and well planned places that provide for diverse activity and strengthen our social connections. |
| **BUSINESS UNIT:** | Corporate Services |
| **ACTIVITY UNIT:** | Property and Corporate Compliance |
| **REPORTING OFFICER:** | Property Management Coordinator - Sharon Woodford-Jones |
| **AUTHORISING OFFICER:** | Director, Finance and Corporate Services - Matthew Smith |
| **VOTING REQUIREMENT:** | Absolute Majority |
| **ATTACHMENTS:** | Attachment A Margaret River Busselton Tourism Association Railway House Lease Plan |

**PRÉCIS**

The Margaret River Busselton Tourism Association (MRBTA) and the City of Busselton entered into a Memorandum of Understanding on 17th September 2014 (MOU) in relation to the construction and proposed lease of premises known as 'Railway House' to be located within Reserve 38558 on the Busselton Foreshore.

The purpose of this report is to make recommendations to Council in relation to the grant of a lease of Railway House to the MRBTA and to formalise the Lease surrender and City occupation of premises at 22 Peel Terrace, Busselton (Peel Terrace Premises).

**BACKGROUND**

**Railway House Project**

The City intends, as part of its Busselton Foreshore Redevelopment Project, to construct Railway House on Reserve 38558. The Reserve is vested in the City under a Management Order currently with power to lease for periods up to 21 years, subject to the consent of the Minister for Lands.

The development involves the relocation of the old existing railway building from Rotary Park to Reserve 38558 on Busselton Foreshore to accommodate a tourist information centre with conjoined additional facilities including a display and interpretive centre and a secure housing for the Ballaarat Engine and jetty train.

Railway House has been designed to accommodate the needs of the MRBTA and the Busselton Jetty Environment and Conservation Association (BJECA). This report is concerned with the MRBTA's role in the project only. The arrangements and agreements in relation to BJECA and their contribution to the project will be the subject of a separate report to Council.

**Memorandum of Understanding**

Having received in principle support for the Railway House Project from the board of MRBTA on 16th June 2014 formal agreements were required to be developed to record the commitment of all parties and the various components of the process.

On 25th June 2014 Council therefore resolved in part (C1406/162) the following:

"That the Council:

2. Endorses the City preparing and entering into a Memorandum of Understanding with the Geographe Bay Tourism Association (GBTA) outlining an agreement to proceed with the construction of Railway House on the Busselton Foreshore

3. Subject to the MOU above, endorses the drafting of the necessary leases and licences and proposed changes to any existing agreements to facilitate this proposal."

A Memorandum of Understanding was duly entered into by the City and the GBTA on 17th September 2014. From 1 July 2015 the MRBTA became the successor of the GBTA and formally ratified the MOU to confirm the assumption of all existing rights and obligations of the GBTA.

The MOU contains the basis of the terms agreed between the City and the MRBTA in relation to the construction and lease of Railway House. In summary, the MOU outlines:

- The grant of a lease of approximately 120 square metres of space within Railway House which will consist largely of the old Railway House building and verandah being relocated to the Busselton Foreshore;
- The surrender of the lease of the Peel Terrace Premises.

Since entering into the MOU the City and the MRBTA have further negotiated arrangements to suit all parties while Railway House is being constructed, namely:

- A Licence for the City to occupy the Peel Terrace Premises for the period up to the surrender date of the lease of the Peel Terrace Premises (which is a date linked to practical completion of Railway House); and
- The occupation by the MRBTA of premises on the Busselton Foreshore on a periodic basis until Railway House is ready for occupation.

**Surrender of Lease of Peel Terrace Premises by MRBTA and occupation by the City.**

On 29th July 2010 the City entered into a lease with the then GBTA of the premises at 22 Peel Terrace, Busselton, being lot 73 on Deposited Plan 49894 owned freehold by the City of Busselton.

As the GBTA largely built and paid for the building constructed on the Peel Terrace Premises the lease provides that if the lease was not renewed, the City may be required to pay the GBTA an amount equivalent to the market value of the building at that time.

The MOU in relation to Railway House was itself negotiated on the basis that the City would waive any capital contribution for MRBTA's portion of Railway House in exchange for MRBTA surrendering their lease of the Peel Terrace Premises and foregoing the requirement for the City to pay any amount in respect of the Peel Terrace building.

Having already vacated the Peel Terrace Premises for a preferred location on the Busselton Foreshore it was agreed that the City would enter into a temporary arrangement for the Peel Terrace Premises for use as alternative accommodation for City staff during the redevelopment of the City's administrative facilities. The City pays a monthly rent of $2666.67 exclusive of GST for the use of these premises until the MRBTA surrender their lease. The surrender will occur on practical completion of Railway House, anticipated to be no later than 30th November 2016.

**Crown Land Matters**

On 27th January 2016, as part of the land rationalisation process linked to the overall Busselton Foreshore Master Plan, Council resolved (C1601/010) to:

1. Surrender Lease I126939, between the State of Western Australia as the Lessor and the City of Busselton as Lessee in respect of Lot 431 on Deposited Plan 190978; and

2. Request the Minister for Lands to revoke the existing Management Order for Reserve 38558 and replace it with a new Management Order granting the City of Busselton the power to lease (or sublease or licence) the whole or any portion of the Reserve for the designated purpose for a term not exceeding 42 years.

The Department of Lands (DoL) were notified of the above request and provided with a copy of the resolution of Council shortly after the Council meeting. On enquiring of progress in relation to the issue of the revised Management Order the DoL informed City staff recently that the documentation had gone astray and the request had not been progressed. Following discussions concerning the matter with senior staff at the DoL, City officers have been informed that "Delegated Approval" to the extension of the allowable period to lease can nevertheless be issued without delay. This will give the City sufficient authority to progress the execution of the lease for the longer term agreed between the parties.

**Railway House Design and Construct**

Having secured the commitment from MRBTA and BJECA to progress with a concept for a Railway House that provides facilities for both organisations, the Council on 25th November 2015 considered a report to award a contract for the design and construction of the building.

Council resolved in part C1511/338 the following:

"That the Council:

2. Subject to Resolution 5, delegates authority to the CEO, following further negotiations, to award the contract to Big Ben Builders for a finalised lump sum price for the construction of Railway House."

Resolution 5 required that confirmation be obtained from BJECA's Board to meet the agreed cost of their component of the project. This was provided to the City in November 2015 in the form of a letter signed by BJECA's President and CEO committing to the agreed funding.

A contract has been awarded to the preferred tenderer and work on the Railway House building is on schedule for practical completion at the end of November 2016.

**STATUTORY ENVIRONMENT**

When disposing of property whether by sale, lease or other means, a Local Government is bound by the requirements of section 3.58 of the Local Government Act. However 3.58 (5) (d) provides exemptions to this process under Regulation 30 (2) (b) (i) (ii) of the Local Government (Functions & General) Regulations.

This section states "disposal of land to incorporated bodies with objects of benevolent, cultural, educational or similar nature and the member of which are not enlisted to receive any pecuniary profit from the body's transactions, are exempt from the advertising and tender requirements of section 3.58 of the Local Government Act". The constitution of the MRBTA is such that this exemption applies.

Under Section 18(2) of the Land Administration Act 1997, approval of the Minister for Lands is required for a lease on a Crown Reserve.

The lease of Railway House will ultimately be lodged with Landgate in accordance with the Transfer of Land Act 1893 (TLA) once the survey of the boundaries of the leased premises has been undertaken.

**RELEVANT PLANS AND POLICIES**

Busselton Foreshore Master Plan (BFMP)

The BFMP is a strategic document that provides detailed guidance for the planning and development of the Busselton Foreshore. The original BFMP was adopted by Council on 28th March 2012 and further revisions were adopted on 9th December 2015. The construction and use of Railway House in the manner described in this report is consistent with the BFMP and unchanged by the subsequent revision of the same.

**FINANCIAL IMPLICATIONS**

The lease provides that the City will maintain the structure of the common areas (the kitchen, toilets, foyer and interpretive space) as well as the structure of the building occupied by the MRBTA at Railway House. MRBTA are responsible for cleaning and maintenance of their premises. Whilst the MRBTA will be responsible for cleaning and maintaining the non-structural elements of the common areas, the City agrees to make a contribution towards the costs of cleaning and maintenance as well as services to the common areas. The amount of the annual contribution by the City will be determined either by separate meters and invoices or by agreement between the City and the MRBTA. Failing agreement between the parties, the respective contributions will be calculated based on the square meterage proportion of the common areas in relation to the premises occupied by MRBTA.

As the MRBTA will be managing the hire of the common area space within Railway House and providing general supervision services for the same, the revenue generated from the hire of the facility will be put towards the cost of maintenance of the common areas and the provision of that service by the MRBTA. The calculation of the fee to be paid to the MRBTA for their services in this respect is to be determined by agreement between the parties but can never exceed the annual income received for hire of the venue.

The negotiated rent payable to the MRBTA for the use and occupation of the Peel Terrace Premises was based on an independent market valuation. The monthly rental figure the City has agreed to pay for the premises is lower than the market rental valuation for the same.

**STRATEGIC COMMUNITY OBJECTIVES**

The proposal to enter into a lease with the MRBTA for the occupation of Railway House is consistent with the City of Busselton Strategic Community Plan 2013 (reviewed 2015). In particular Council Objectives/Key Goal Area 2 and 3:

*2.1 A City where the community has access to quality cultural, recreation and leisure facilities and services;*

*2.2 A City of shared, vibrant and well planned places that provide for diverse activity and strengthen our social connections*

*2.3 Infrastructure assets that are well maintained and responsibly managed to provide for future generations.*

*3.1 A City recognised for its high quality events and year round tourism offerings.*

**RISK ASSESSMENT**

There are no identified risks of a medium or greater level associated with the officer recommendation. The recommendations serve to mitigate the risks associated with there not being appropriate documentation in place.

**CONSULTATION**

Railway House has been included in the Busselton Foreshore Master Plan since the concept of foreshore development was considered by the working group over 6 years ago. The Master Plan has been the subject of extensive community consultation and widely advertised.

MRBTA and their predecessors GBTA have been involved in discussions concerning Railway House from the outset. The newly formed Board of the MRBTA formally ratified the MOU signed by the GBTA shortly after the merger of the tourism groups and are keen to continue and develop their presence on the Busselton Foreshore.

The Department of Lands have also been part of the planning and development of the Busselton Foreshore Master Plan and have been forthcoming in making suggestions about the most appropriate way of dealing with the land tenure and Management Order conditions affecting the Reserve upon which Railway House will be constructed.

**OFFICER COMMENT**

The initial notion of a Railway House building began during negotiations between the City and Busselton Jetty Environment and Conservation Association (BJECA), circa 2011, when concept plans were drawn up for a building to accommodate a train tunnel and storage and administration space for BJECA. Since then the MRBTA identified a desire to remain on the foreshore after a successful trial on a temporary foreshore location. The design and concept has therefore evolved into a multifunctional facility suitably customised for use by the City, the MRBTA and BJECA with a number of objectives, notably to establish a visitor centre in a prominent location; administration and storage space for BJECA and a focal point to celebrate the heritage of the jetty and other historical aspects of the District.

<u>Railway House Lease</u>

The concept drawings showing the layout of the premises to be leased to the MRBTA are shown on the plan annexed to this report as Attachment A. The premises to be leased to the MRBTA will provide approximately 120 square metres of indoor visitor centre space and a front verandah area of approximately 100 square metres for MRBTA's exclusive use but subject to the right of the City to use the verandah from time to time.

In light of the shared nature and multi-use of the building, it is suggested that the lease of Railway House contain a number of special conditions, in particular reflecting the public nature of the building; the shared use of certain areas; management of common areas and the respective cleaning and maintenance obligations of the parties. The lease will therefore set out in detail which aspects of the building are the responsibility of which party.

The key provisions of the lease have been approved by the MRBTA. The proposed term is for an initial period of 21 years followed by three further 7 year options exercisable by the MRBTA. Commencement will, as previously mentioned, be upon practical completion of the construction of Railway House. Rent will commence at the community lease rate of $205 per annum and be reviewed by CPI each year.

Where this lease departs from the standard terms of other community leases is broadly as follows:

Maintenance
MRBTA will be required to maintain and keep clean the leased premises.

Verandah
The premises leased to MRBTA will include the verandah area shown on the plan at Attachment A. The City will have the right to periodic use of this area free of charge, subject to the provision of reasonable prior notice.

Common Area use
Common areas are defined as including the interpretive centre, foyer, disabled access ramp, kitchen and internal ablution facility – Attachment A shows the location of these areas. The City will fit out this area and the MRBTA will be entitled to non-exclusive, non-commercial use during normal business hours of the kitchen (for MRBTA employees) and the internal ablutions (for MRBTA employees, contractors and customers).

The common area will be available for hire by the City, the MRBTA and the general public through an advanced booking arrangement. The use to which the area is put must first be approved by the City. The City reserves the right to use the area for exhibitions or displays, free of charge and will retain responsibility for curatorial management of exhibitions and permanent displays such as the Ballaarat Steam Engine.

The MRBTA will be responsible for day to day management of the area including general supervision and bookings and the safe keeping and replacement of kitchen equipment and utensils. In return, it is proposed that the City will pay MBRTA a fee for the provision of such service, the amount of which will be negotiated between the parties.

The City will make a contribution towards the utilities serving the common area and the cleaning of the same. In the event of the City and MRBTA failing to agree the respective contributions for services and cleaning (where separate meters and invoices are not available) the contribution will be based on the proportion of the floor area of the common area in relation to the leased premises and the actual costs incurred during any 12 month period.

General
The precise location and dimensions of the area to be leased will be surveyed once the building is substantially complete. The survey plan will represent the demised premises and be the definitive plan retrospectively included in the lease.

Surrender of Peel Terrace Premises

The MOU entered into by the City and MRBTA requires the MRBTA to surrender the lease of the premises formerly used by the GBTA as consideration for the City granting the Railway House lease.

It is proposed that the City and the MRBTA enter into a Deed of Surrender in respect of the MRBTA's lease of the Peel Terrace Premises dated 29th July 2010. Under this deed the MRBTA will waive any claim it may have against the City for compensation in relation to any buildings or improvements constructed on the Peel Terrace Premises. Upon execution of the Deed of Surrender of Lease, the Peel Terrace Premises revert to the City and can continue to be occupied by City staff or otherwise used at the City's discretion for as long as required without the requirement for any payment to the MRBTA.

**CONCLUSION**

The concept of a Railway House has been a feature of the Busselton Foreshore Master Plan since its inception. The negotiation of the various components of the concept have come together in a way that works well for the City and the MRBTA. Railway House will enable the MRBTA to operate from a prime location with the added benefit of access to interpretative space and complimentary facilities. The City will be able to provide a range of additional community facilities in the form of displays, exhibitions and a heritage connection to the jetty and its links to the rails to trails.

The right for the City to occupy the Peel Terrace Premises has enabled the City to seamlessly offer an efficient interface between City staff and the community whilst the new administration offices are being constructed. There is also a clear potential financial advantage to the City acquiring vacant possession of the Peel Terrace Premises before the lease expiry date.

**OPTIONS**

Council may resolve to negotiate alternative lease terms with MRBTA.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

All documentation relating to the lease of Railway House and Surrender and Licence of the Peel Terrace Premises has been drafted and broadly agreed between the City and the MRBTA. It is anticipated that lease, licence and surrender agreements will be entered into within six to eight weeks following finalisation of the change to the Management Order for Reserve 38558 allowing the City to lease for the longer term of 42 years.

**OFFICER RECOMMENDATION**

**ABSOLUTE MAJORITY DECISION OF COUNCIL REQUIRED**

That the Council:

1. Delegates to the CEO the power to negotiate and authorises the CEO to enter into a lease, subject to the Minister for Lands approval, with the Margaret River Busselton Tourism Association Inc for a portion of Lot 3001 on Deposited Plan 43542 Reserve 38558, the approximate extent of which is shown on the plan at Attachment A (and which will be surveyed by a suitably qualified surveyor to delineate the final area of the Reserve) subject to the following:

    a) The term of the lease to be 21 years commencing on the date on which construction of the premises to be leased is substantially complete.

    b) The lease containing options exercisable by the Lessee to extend the term by a further 7 years followed by two further 7 year terms making a total option period of 21 years (subject to the Minister for Lands agreeing to amend the Management Order in the terms outlined in resolution 1 above).

    c) The rent to commence at $205 per annum

    d) The rent to be increased each year at CPI

    e) The reservation of a right for the City to use the verandah attached to the premises periodically free of charge but subject to the provision of reasonable notice

    f) The Lessee being entitled to non-exclusive and non-commercial use of sections of

the common areas being the kitchen and internal toilets

g) The common area being made available as a venue for hire by the City, Lessee and the general public via an advanced booking arrangement

h) The City reserving the right to use the common area free of charge for exhibitions or displays (to include the permanent display of the Ballarat Steam Engine)

i) Detailed provisions dealing with the use and day to day management of the common area including such things as management of bookings, costs of cleaning and services and collection and use of income from bookings.

j) Detailed provisions in relation to the obligations of the Lessee for maintenance, repair and cleaning.

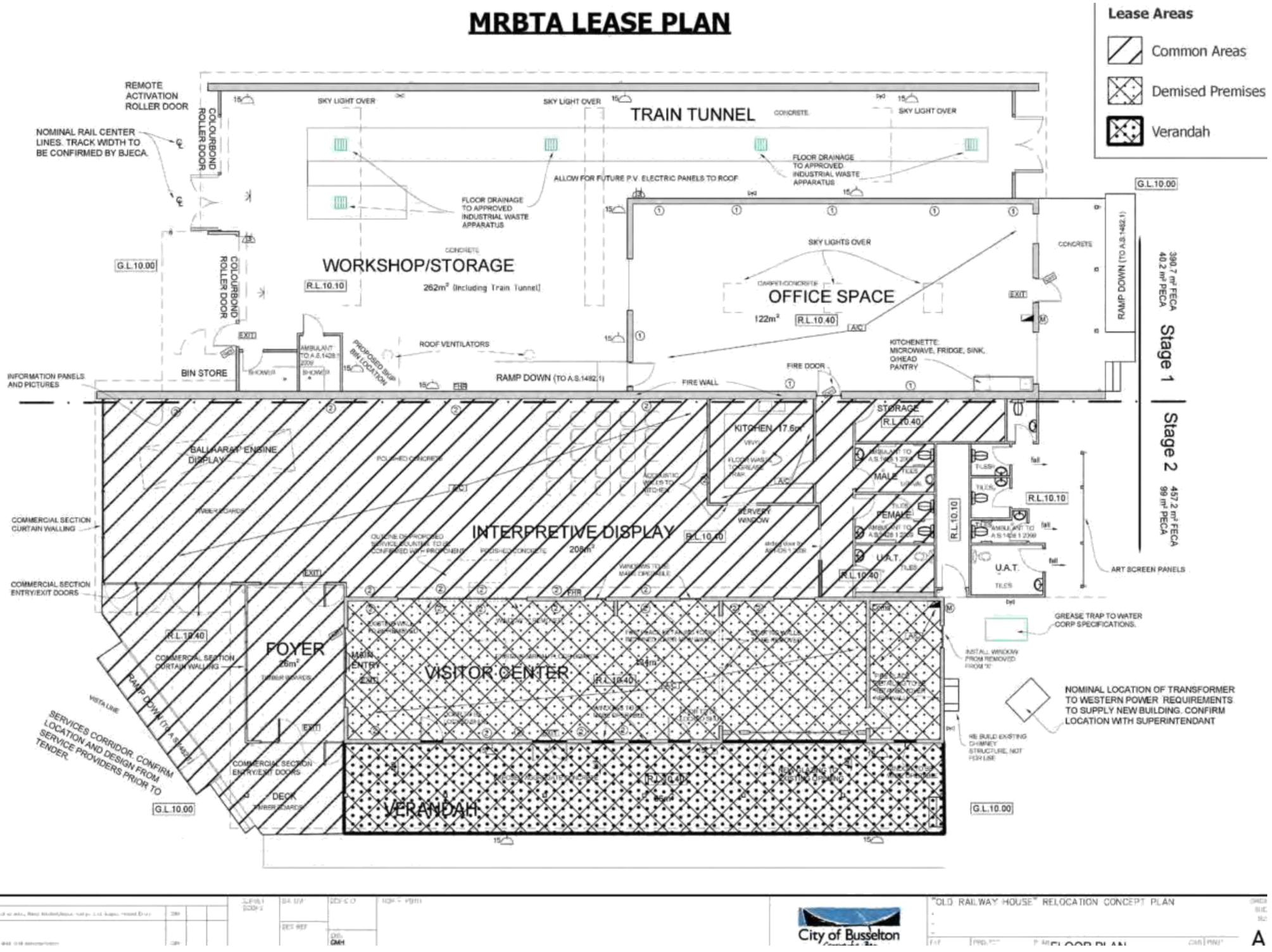
k) Such other terms and conditions as may be required to be negotiated to suit the needs and intentions of the parties.

2. Enters into a Surrender of Lease Deed and Licence with the Margaret River Busselton Tourism Association Inc in respect of Lot 73 Peel Terrace, Busselton (the Premises) being the whole of the land on Deposited Plan 49894 incorporating the following provisions:

a) the right for the City to exclusive use and occupation of the Premises as administrative offices at a rent of $2666.67 per month exclusive of GST up to the earlier of either the date that Railway House is substantially complete and ready for occupation or, in the event that Railway House is not constructed within the timeframe agreed, up to the date that the lease of Railway House is terminated.

b) the surrender by the Margaret River Busselton Tourism Association Inc (MRBTA) as successor of the Geographe Bay Tourism Association Inc (GBTA) of the lease of the Premises dated 29 July 2010 between the City of Busselton and the GBTA and the waiver of any rights to any claim the MRBTA may have against the City under that lease.

# MRBTA LEASE PLAN



## 14.2 BUSSELTON SWIMMING ENCLOSURE LEASE OF NGARI MARINE PARK

| | |
|---|---|
| **SUBJECT INDEX:** | Agreements/Contracts |
| **STRATEGIC OBJECTIVE:** | Infrastructure assets are well maintained and responsibly managed to provide for future generations. |
| **BUSINESS UNIT:** | Corporate Services |
| **ACTIVITY UNIT:** | Finance and Corporate Services |
| **REPORTING OFFICER:** | Property Management Coordinator - Sharon Woodford-Jones<br>Legal Services Coordinator - Cobus Botha |
| **AUTHORISING OFFICER:** | Director, Finance and Corporate Services - Matthew Smith |
| **VOTING REQUIREMENT:** | Simple Majority |
| **ATTACHMENTS:** | Attachment A Lease Plan<br>Attachment B Lease |

**PRÉCIS**

The City has constructed a swimming enclosure at the Busselton town beach adjacent to the Jetty Reserve area in Geographe Bay. As part of the enclosure is within the Ngari Capes Marine Park (Marine Park) which is vested in the Conservation and Parks Commission with power to lease, the City are required to enter into a lease of the area concerned.

The purpose of this report is to recommend that the City enter into such a lease.

**BACKGROUND**

In 2013 the City, as part of its Shark Hazard Mitigation Strategy, successfully trialed the installation of a beach enclosure at Dunsborough.

As a result of the success of that trial, consideration was given to the provision of a similar facility in Busselton. The State Government indicated their willingness to provide funding for an enclosure at Busselton, following which Council resolved on 12 November 2014 the following budget amendments (C1411/295):

*"that the Council endorse the budget amendments as follows:*

- *Add grant revenue totaling $200,000 to a new project titled "Busselton Beach Enclosure"*
- *Add corresponding expenditure to a new project titled "Busselton Beach Enclosure"*

In designing the Busselton enclosure, factors such as the arrival of cruise ship tenders, the likely impact on the Marine Park and the number of events held in and around the relevant part of the beach needed to be taken into account.

It was determined that the most appropriate location for the enclosure would be an area immediately to the west of the Busselton Jetty. This would ensure the Swimming Jetty and the immediate surrounding area were secured by the enclosure. Thus the enclosure is in part within Reserve 46715 (where the Busselton Jetty and Swimming Jetty are located and over which the City have management) and part in the Marine Park. The extent of the area is as shown on the plan attached to this report and marked Attachment A.

Occupation of the area within the Marine Park and construction of the enclosure required regulatory consent from the Department of Environment and Conservation. City officers were informed by the Department of Parks and Wildlife (DPAW) at the time of submitting the application for consent that a condition of the project going forward required the City to accompany the request for consent with a formal application to DPAW for a lease.

DPAW initially supplied the City with a standard form of lease template which covered a number of matters and issues that were not relevant to these circumstances. Consequently, certain changes were requested and the final format of the lease is attached and marked 'Attachment B'. Some of the more recent changes that have been agreed to by DPAW are shown hand written on this attachment. The provisions of this lease incorporate the negotiated changes and DPAW have stated that as the format as based on advice from the State Solicitor's Office to cover key components of environmental legislation, there is no possibility for any further amendments. The key provisions of the proposed lease are explained on in the Officer Comment section of this report.

**STATUTORY ENVIRONMENT**

The proposed lease is exempt from the requirements of section 3.59 of the Local Government Act 1995 as per Regulation 8(1)(a) of the Local Government (Functions and General) Regulations because the City is not entering into the transaction with the intention of producing a profit. In any event, the value of the transaction would clearly be well under the financial threshold for the need to produce a business plan in accordance with section 3.59 of the Local Government Act.

The lease area falls within the jurisdiction of the City's Local Government Property Local Law which will provide the City, in addition to the City's rights and obligations as lessee, with the power and ability to effectively manage and control the lease area. Among other things the Property Local Law provides for:

- The City to allow or prohibit boating within the lease area, prosecute a person damaging or behaving in a way that is or might be detrimental to the enclosure, prosecute a person who interferes, removes, damages or kills fauna or flora within the lease area, direct a person to leave the lease area if it is reasonably suspected that such a person has contravened a provision of any written law or behave in a way which interferes with the enjoyment of others;
- A prohibition on the use of or taking on to the leased area a spear gun, hand spear, gidgie or similar device; and
- Erection of signs by the City, designating bathing areas and/or regulating, prohibiting or restricting specified activities on the whole or any part of the lease area or on the beach adjacent to the lease area

To facilitate construction of 11 piles to which the enclosure is attached, approval was required from the State Government via the Department of Transport. This has been achieved by the issue to the City under the Jetties Act 1926 of Jetty Licence number 4442 on 20 April 2015.

**RELEVANT PLANS AND POLICIES**

None

**FINANCIAL IMPLICATIONS**

The financial implications of entering into the proposed lease are minimal with the annual rent payable under the lease being a nominal amount of $1.

The ongoing financial considerations under the lease relate in the main to matters that have already been considered in budget deliberations such as the cost of annual installation of the enclosure, ongoing maintenance and repair. The lease also contains obligations in relation to maintenance of City property and signs, keeping the area clean, tidy and free of rubbish and pollution (in as much as this can be controlled by the City) and the cost of indemnity insurance. Such costs have been considered in budget deliberations and an estimated amount of $20,000 has been allocated within the Parks and Gardens 2016/2017 maintenance budget.

**Long-term Financial Plan Implications**

Nil

**STRATEGIC COMMUNITY OBJECTIVES**

The recommendations in this report are consistent with Community Objective 2 of the Strategic Community Plan 2013, namely:

*2.1 A City where the community has access to quality cultural, recreation, leisure facilities and services; and*
*2.3 Infrastructure assets that are well maintained and responsibly managed to provide for future generations.*

**RISK ASSESSMENT**

There are not considered to be any medium or high level risks associated with the Officer Recommendation. The lease satisfactorily addresses a number of potential risks associated with liability and removal of the enclosure which are discussed in more detail in the Officer Comment section.

**CONSULTATION**

City Officers have consulted with DPAW in relation to the format of the lease. Advice was also obtained from the City's insurers in relation to the proposed indemnity provisions of the lease.

The providers of the City's public liability insurance considered the indemnity to be acceptable in terms of allocation of mutual risk between the City and the State (DPAW). The obligation excludes liability for actions of the State and given the extent and scope of control the City are in a position to exert over the leased area it is reasonable to have the City accept responsibility for liabilities arising from, or in connection with the conduct of the City. In any event DPAW require the City to have a lease if it wishes to utilise part of the Marine Park area for the swimming enclosure and also require that the lease contains this liability clause.

Prior consultation in relation to the design of the enclosure had been undertaken with the various stakeholders that regularly use the area resulting in a design that enables appropriate parts of the enclosure to be removed to facilitate events and the arrival of cruise ships.

**OFFICER COMMENT**

The enclosure has a 500m perimeter and will cover an approximate area of 30,000m2. It is comprised of net panels constructed from high strength UV-stable braided twine and will provide those who choose to swim within it with additional protection from large marine species.

It will be suspended between 11 steel piles which have already been driven into the seabed. The piles are a permanent fixture that the City have permission to construct, maintain and access under a Jetty Licence issued by the Department of Transport (the DoT). In accordance with DoT requirements, the piles are highly visible and equipped with flashing marine lights. Yellow floats run along the top of the enclosure between the piles and a galvanised chain runs along the bottom to weight it down on the seabed.

The placement of a swimming enclosure at Dunsborough also required the consent of DPAW but in that instance DPAW were willing to issue approval on the basis of the City entering into a licence of the area concerned. In the case of the Busselton enclosure, DPAW advised that the approval process

required that the City submit an application for a lease, effectively making the issue of approval subject to the City entering into a lease. DPAW also contended that the ability to monitor and control use of the area would be better served if the City were granted exclusive possession under a lease rather than just access and use under a licence. The standard lease format provided by DPAW has been reviewed by the City's Legal Department and, following negotiations between City staff and DPAW, has been amended wherever possible to satisfy the City's requirements. The main provisions of note in the lease are as follows:

Term/rent/holding over

The lease is for a period of 15 years and expires on 31 May 2030, subject to both parties being entitled to terminate the lease on 3 months' notice. Whilst considered highly unlikely, if DPAW did terminate the lease the City would move the enclosure to an alternative area. The rent is a nominal $1 per annum. At the end of the term the City has the option of remaining in the leased area as a monthly tenant.

Obligations

The City is responsible for maintaining the leased area to a reasonable standard which includes repairing all damage to and maintaining the enclosure and signs and keeping the area free of rubbish.

The City must also generally take any measures necessary to prevent accidents and protect the safety of the public and qualified divers within the leased area. There is also a general duty to protect the Marine Park environment.

The City were successful in their negotiations to have excluded from the standard format of lease from DPAW such things as the requirement to follow detailed technical manuals in relation to the potential impact on the marine park.

Specific advice was obtained from the City's insurers in relation to the wording and location of appropriate signage around the enclosure and in the vicinity to limit the City's liability in this respect.

Restrictions

The City must not cause damage, use signage or advertising other than prescribed or required, permit business to be carried on or give any other person a right to occupy or use the area without the former consent of DPAW. This provision is necessary because Regulation 106 of the Conservation and Land Management Regulations 2002 requires that no business can be carried on on CALM land without lawful authority.

Part of the leased area has been used by Aquatastic, a water based commercial operator in the past. DPAW have been informed of this use and the likelihood of it occurring in the future. They have indicated that they would be prepared to give their consent to this or for a similar commercial use in the future.

Indemnity

The City must maintain public liability insurance throughout the term of the lease and indemnify DPAW against liability for damage to property or injury or death to any person. This creates an additional liability for the area but not one that is dissimilar in nature to liability for other parts of the City which are covered by existing public liability insurance.

Where loss is contributed to by the actions of the State, the City's liability does not extend to that aspect of the loss. The City's indemnity insurance providers have been made aware of the provision and believe it to be reasonable in the circumstances. In their view the indemnity is drafted in such a way that the City would be covered under existing liability protection.

City's obligations upon termination

Unless prior agreement is reached with DPAW, the City will be required to remove the part of the enclosure within the Marine Park including all buoys, moorings and piles at the end of the term. Anything remaining will become the property of DPAW.

**CONCLUSION**

The provisions of the lease have been negotiated with DPAW and the City's legal team. Given DPAW's requirement that occupation of the Marine Park be pursuant to a lease which contains clauses indemnifying DPAW and assigning liability to the City, the terms of the lease are as fair and reasonable as they can be in the circumstances.
The presence of a swimming enclosure in this location has been a popular choice with members of the community and could not be located in this position without entering into this lease.

**OPTIONS**

As an alternative to the Officer Recommendation, Council may direct officers to negotiate a lease of a different duration or with different terms. However given the lease terms have already been the subject of negotiation and for the reasons mentioned, the proposed lease is the only way of continuing to occupy the area of Marine Park containing the enclosure.

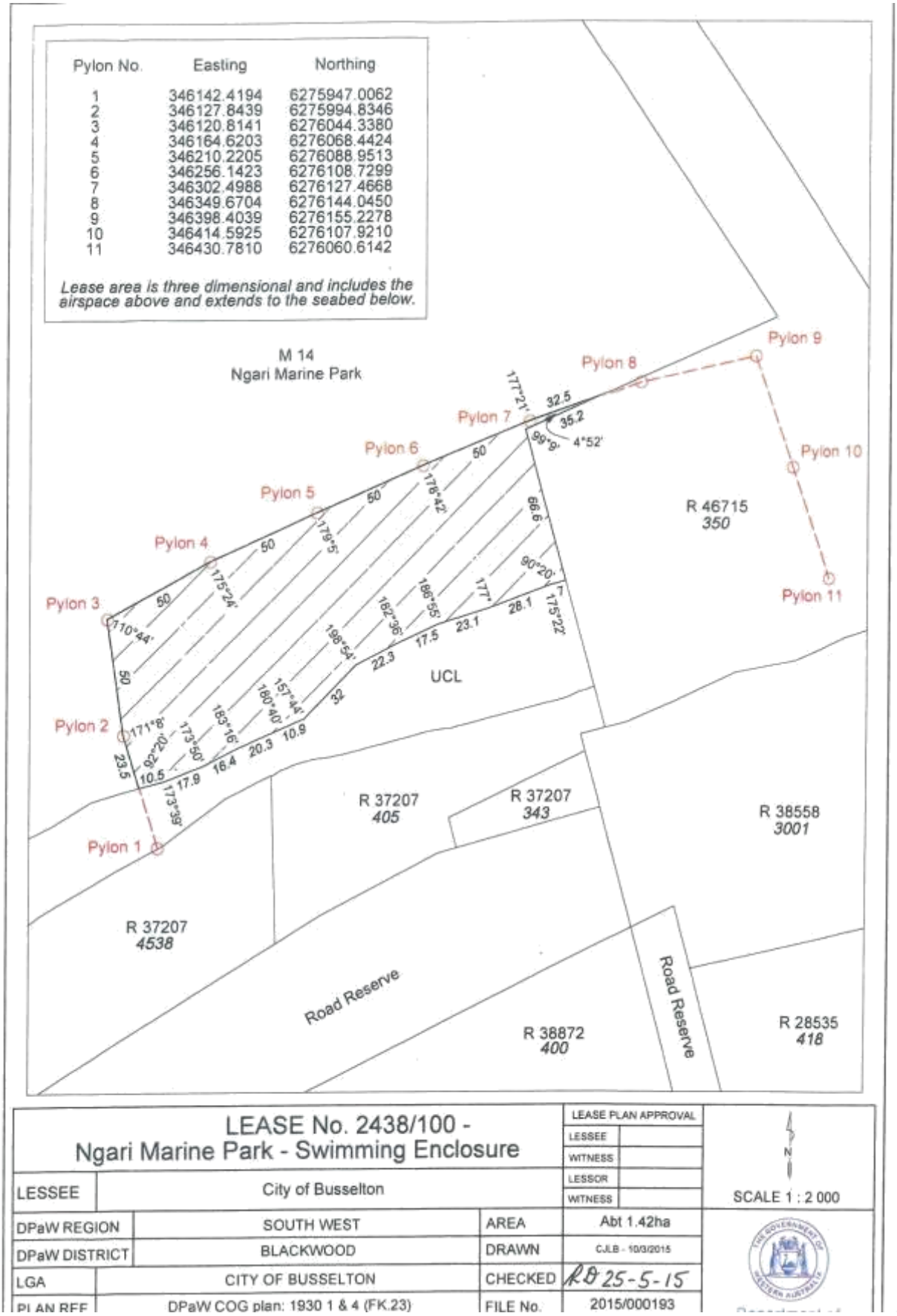
**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Should Council accept the officer recommendation without change, it is expected that the lease will be executed by the City by 30th September 2016 as all parties are keen to formalise the arrangement.

**OFFICER RECOMMENDATION**

That the Council:

1) Enter into a lease with the Conservation and Land Management Executive Body for 15 years from 1st June 2016 for an annual rent of $1 and otherwise in accordance with Attachment B.


Pylon No. Easting Northing
1 346142.4194 6275947.0062
2 346127.8439 6275994.8346
3 346120.8141 6276044.3380
4 346164.6203 6276068.4424
5 346210.2205 6276088.9513
6 346256.1423 6276108.7299
7 346302.4988 6276127.4668
8 346349.6704 6276144.0450
9 346398.4039 6276155.2278
10 346414.5925 6276107.9210
11 346430.7810 6276060.6142
Lease area is three dimensional and includes the airspace above and extends to the seabed below.
M 14
Ngari Marine Park
Pylon 1
Pylon 2
Pylon 3
Pylon 4
Pylon 5
Pylon 6
Pylon 7
Pylon 8
Pylon 9
Pylon 10
Pylon 11
R 46715
350
UCL
R 37207
405
R 37207
343
R 38558
3001
R 37207
4538
Road Reserve
R 38872
400
Road Reserve
R 28535
418
LEASE No. 2438/100 -
Ngari Marine Park - Swimming Enclosure
LEASE PLAN APPROVAL
LESSEE
WITNESS
LESSOR
WITNESS
LESSEE City of Busselton
SCALE 1 : 2 000
DPaW REGION SOUTH WEST
AREA Abt 1.42ha
DPaW DISTRICT BLACKWOOD
DRAWN CJLB - 10/3/2015
LGA CITY OF BUSSELTON
CHECKED RD 25-5-15
PLAN REF DPaW COG plan: 1930 1 & 4 (FK.23)
FILE No. 2015/000193

ATTACHMENT B



# LEASE

# LEASE NO. 2438/100

# PUBLIC SWIMMING ENCLOSURE

# PART OF NGARI CAPES MARINE PARK

# MARINE RESERVE NUMBER 14

**THE CONSERVATION AND LAND MANAGEMENT EXECUTIVE BODY**
(The Lessor)

and

**CITY OF BUSSELTON (A.B.N. 87 285 608 991)**
(The Lessee)

**Schedule**

1. The Lessor
2. The Lessee
3. Leased Area
4. Term
5. Rent
6. Permitted Use of the Leased Area
7. Minimum Public Liability Insurance Cover

**Terms and Conditions**

1. Grant
2. Rent
3. Outgoings
4. Building Work
5. Use of Leased Area
6. Environmental Protection
7. General Obligations and Restrictions
8. Indemnity and Insurance
9. Management of the Leased Area
10. Assignment and Subletting
11. Holding Over
12. Default
13. Lessee's Obligations on Termination
14. Costs and Expenses
15. Miscellaneous
16. Notices
17. Trustee Provisions
18. Definitions and Interpretation

**LEASE** **TERMS AND CONDITIONS**

**1. The Lessor**

THE CONSERVATION AND LAND MANAGEMENT EXECUTIVE BODY – LOCKED BAG 104, BENTLEY DELIVERY CENTRE, WESTERN AUSTRALIA 6983

**2. The Lessee**

CITY OF BUSSELTON (A.B.N. 87 285 608 991) – 2 SOUTHERN DRIVE, BUSSELTON WA 6280 (LOCKED BAG 1 – 2 SOUTHERN DRIVE BUSSELTON)

**3. Leased Area**

SEE ATTACHED LEASE DIAGRAM

**4. Term**

The period of 15 years from the Commencement Date to the Expiry Date

4.1 ***Commencement Date:*** 1 JUNE 2016

4.2 ***Expiry Date:*** 31 MAY ~~2030~~ 2031

**5. Rent**

$1.00 IF AND WHEN DEMANDED.

**6. Permitted Use of the Leased Area**

CONSTRUCTION AND MAINTENANCE OF A PUBLIC SWIMMING ENCLOSURE AND PUBLIC SWIMMING

**7. Minimum Public Liability Insurance Cover**

$10,000,000

**RECITALS**

A. Pursuant to Section 155 (2) of the amended *Conservation and Land Management Act 1984* ("**the Act**") the Ngari Capes Marine Park is vested in the Conservation and Parks Commission.

B. Pursuant to Section 100 of the Act, the Chief Executive Officer (CEO) has power to lease the Land for the purpose of Recreation for a term not exceeding 99 years.

C. Section 36 of the Act allows for the Conservation and Land Management Executive Body ("**Executive Body**") to be established and to be governed by the CEO.

D. Section 37 of the Act allows for the Executive Body, as a body corporate, to perform functions of the CEO.

D. The Lessee has applied to the Lessor for a lease of that portion of the Ngari Capes Marine Park above described together with all erections and other improvements now or hereafter erected thereon (collectively "**the Leased Area**").

E. The Lessor has agreed to lease the Leased Area to the Lessee for the term and at the rental respectively set out hereto and upon and subject to all the covenants agreements and stipulations contained in this lease.

## 1. GRANT

### 1.1 *Grant of Lease*

The Lessor leases the Leased Area to the Lessee for the Term subject to the terms and conditions of this Lease.

### 1.2 *Quiet Enjoyment*

For as long as the Lessee complies with the Lessee's obligations under this Lease, the Lessee may occupy and use the Leased Area during the Term without disturbance or interference by the Lessor except as permitted by this Lease or by law.

### 1.3 *Termination by Three (3) Months Notice*

Despite any other provision of this Lease, the Lessor or the Lessee may at any time terminate this Lease by giving three (3) months written notice of termination.

## 2. RENT

### 2.1 *Amount of the Rent*

The annual rent payable under this Lease from the Commencement Date is the amount specified in item 5 of the Schedule.

### 2.2 *Manner of Payment*

If demanded by the Lessor, the Lessee must pay the rent by equal annual instalments in advance. The first instalment is to be paid on the Commencement Date and subsequent instalments are to be paid on each anniversary of the Commencement Date.

## 3. OUTGOINGS

### 3.1 *Rates and Taxes*

The Lessee must pay the Rates and Taxes either to the relevant Authority before those Rates and Taxes become overdue or, in the case of any Rates and Taxes imposed on the Lessor, to the Lessor as required by the Lessor whenever the Rates and Taxes become payable.

### 3.2 *Goods and Services Tax*

(1) **Definition**

**GST** means a goods and services tax or similar value added tax levied or imposed in Australia pursuant to the GST Act or otherwise on a supply.

**GST Act** means A New Tax System *(Goods and Services Tax) Act 1999 (Cth).*

**Tax Invoice** includes any document or record treated by the Commissioner of Taxation as a tax invoice or as a document entitling a recipient to an input tax credit.

(2) **Adjustment for GST**

(a) Unless expressly included, the consideration for any supply made by the Lessor under or in connection with this lease does not include GST.

(b) GST is payable on any supply of goods and services under this lease.

(3) **Tax Invoices**

The Lessor must issue a Tax Invoice to the Lessee in respect of any supply of goods and services under the lease.

(4) **Reimbursements**

If the Lessor is entitled under the lease to be reimbursed or indemnified by the Lessee for a cost or expense incurred in connection with the lease, the reimbursement or indemnity payment must not include any GST component of the cost or expense for which an input tax credit may be claimed by the Lessor.

### 3.3 *Other property included*

If Rates and Taxes are not assessed separately on the Leased Area but also on other property which includes the Leased Area, the amount which the Lessor can require the Lessee to pay is the same proportion of those Rates and Taxes as the area of the Leased Area bears to the area of the property the subject of the assessment.

## 4. BUILDING WORK AND CLEANING

### 4.1 *General Obligations*

The Lessee must:

(1) maintain the Leased Area to a reasonable standard subject to the Lessor's satisfaction; and

(2) promptly repair any damage to the Leased Area; and

(3) maintain the Lessee's Property (including signs) located on the Leased Area in good condition.

4.2 ***Building Work***

If the Lessee constructs anything on the Leased Area or carries out any other work on the Leased Area, including work required by any Authority or any law, the Lessee must:

(1) before carrying out the work, obtain the Lessor's written approval to the carrying out of the work, including if relevant, written approval of the plans and specifications for the work; and

(2) comply with all relevant requirements of each Authority and all laws and applicable standards in relation to the work; and

(3) carry out the work in a safe and proper manner; and

(4) use only good quality materials; and

(5) utilise the services of a qualified and competent overseer who has been approved by the Lessor; and

(6) pay to the Lessor when the Lessor requests any reasonable expenses incurred by the Lessor in approving the work, including fees paid to architects, engineers, contractors or other advisors.

4.3 ***Cleaning***

The Lessee must:

(1) keep the Leased Area clean and tidy; and

(2) regularly remove any rubbish accumulating on the Leased Area to an appropriate rubbish disposal site; and

(3) comply with the Lessor's reasonable directions in connection with cleaning and the disposal of rubbish in relation to the Leased Area.

4.4 ***Specific obligations***

Without limiting the preceding clause, the Lessee must:

(1) not cause or allow any pollutant or contaminant material or substance over which the Lessee has control to be released into or affect the Leased Area; and

## 5. USE OF LEASED AREA

5.1 ***Permitted Use***

The Lessee may only use the Leased Area for the Permitted Use unless the Lessor consents to another use.

5.2 ***Lessee's Own Enquiries***

The Lessee has relied on the Lessee's own enquiries about how the Leased Area may be used and not on any representation from the Lessor. The Lessee has made the Lessee's own enquiries about:

(1) the suitability of the Leased Area for any use to which it is to be put; and

(2) all planning and any other requirements prohibitions or restrictions applying to the Leased Area under any law or as a result of the requirements or orders of any Authority.

5.3 ***No Warranty by Lessor***

The Lessor does not give any warranty of any kind that the Leased Area is suitable for any purpose for which the Lessee intends to use it. Any warranty in relation to the Leased Area which is implied by law is excluded to the extent that the law permits the warranty to be excluded.

5.4 ***The Lessor Not Liable***

The Lessor is not liable to the Lessee and the Lessee will not make a claim against the Lessor in respect of any Liability resulting from any accident, death, injury, damage, malfunction or other event in or affecting the Leased Area unless caused by the negligence of the Lessor or any employee, contractor or agent of the Lessor.

## 6. ENVIRONMENTAL PROTECTION

6.1 ***Dangers or Threats to Public Users and Divers***

The Lessee must generally take any measures necessary to prevent accidents and to protect the safety of authorised public users and appropriately qualified divers in the Leased Area.

6.2 ***No Interference with Environment***

The Lessee acknowledges that the Leased Area may be environmentally sensitive and that the Lessor has a general duty to protect the environment. Accordingly, subject to the Permitted Use the Lessee must not, without first obtaining the consent of the Lessor, do anything to damage or otherwise interfere with the natural environment on the Leased Area, including:

(1) harming or endangering any flora or fauna on the Leased Area; or

(2) anything else which in connection with the Leased Area may be harmful to the environment.

6.3 ***Notify the Lessor of Threats***

The Lessee must immediately notify the Lessor if the Lessee becomes aware of anything which causes or could cause pollution (as defined in the *Environmental Protection Act 1986*) on or affecting the Leased Area.

6.4 ***Environmental Protection Laws***

Unless otherwise stated, this Lease is not to be taken as exempting the Lessee from or limiting the obligation of the Lessee to comply with any law relating to the protection of the environment.

## 7. GENERAL OBLIGATIONS AND RESTRICTIONS

7.1 ***Obligations***

The Lessee must:

(1) conduct the Lessee's business or activities in the Leased Area in a proper manner; and

(2) comply with all relevant requirements of any Authority and every law in connection with the Leased Area and the Lessee's Property except where such requirements relate to work of a structural nature, unless rendered necessary by the nature of the Lessee's business or activities in the Leased Area; and

(3) withdraw any 'subject to claim' caveat lodged to protect the Lessee's interest under this Lease at the termination, or on an assignment, of this Lease; and

(4) promptly give the Lessor a copy of every notice from any Authority received by the Lessee relating to the Leased Area; and

(5) immediately notify the Lessor if the Lessee becomes aware of anything which is a threat to the Leased Area and comply with the Lessor's directions for the purpose of protecting property or persons in the Leased Area; and

(6) promptly inform the Lessor after becoming aware of any damage to the Leased Area; and

(7) at all times during the Term to duly and punctually comply with, observe, carry out and conform to the provisions of all laws, Acts and statutes (State, Commonwealth or local) and all subsidiary legislation now or hereafter in force and all requirements and orders of any authority (statutory or otherwise) which affect the Leased Area or the use of the Leased Area or which impose any duty or obligation upon the owner or occupier of the Leased Area.

7.2 ***Restrictions***

In connection with the Leased Area, the Lessee must not (and may not permit anyone else to) except with the Lessor's consent:

(1) cause damage to the Leased Area; or

(2) put any signs or advertisements outside the Leased Area or within the Leased Area, except as required by this Lease; or

(3) permit any other person to carry on business on or from the Leased Area; or

(4) abandon the Leased Area; or

(5) create a security interest over this Lease in favour of any person or give another person any right to occupy or use the Leased Area; or

(6) lodge an absolute caveat to protect the Lessee's interests under this Lease.

7.3 ***Local Government Act 1995 Requirements***

Even though the *Local Government Act 1995* and subsidiary legislation, including any building regulations, may not apply in respect of the Leased Area, the Lessee must comply with that Act and subsidiary legislation as if it did apply, except to the extent that the Lessor waives any requirement. The Lessee must pay to the Lessor on request the fees or other costs charged to the Lessor by any consultant or other competent person who provides advice to the Lessor in relation to the Lessee's compliance with the *Local Government Act 1995* and any subsidiary legislation.

## 8. INDEMNITY AND INSURANCE

8.1 ***Indemnity***

The Lessee is responsible for and indemnifies the Lessor against any Liability resulting from:

(1) any loss or damage to property or any injury to or death of any person occurring in the Leased Area or caused by the Lessee wherever occurring; or

(2) any reasonable action taken by the Lessor to remedy a default by the Lessee.

This indemnity does not apply to the extent that the Liability is contributed to by the Lessor.

8.2 ***Insurance***

The Lessee must maintain with a reputable insurer:

(1) public liability insurance of at least the amount specified in item 8 of the Schedule for each accident or event in the Leased Area; and

(2) insurance for the Lessee's Property and any insurance required by law as a result of the Lessee's use of the Leased Area.

8.3 ***Variation of Insurance amount***

The Lessor may at any time on three (3) months notice to the Lessee require the Lessee to increase the minimum cover for the Lessee's public liability insurance if in the circumstances it is reasonable for the cover to be increased.

8.4 ***Insurance obligations***

The Lessee must also:

(1) pay each premium due under the insurance policies taken out by the Lessee before the due date and, when reasonably requested by the Lessor, provide evidence of payment; and

(2) when reasonably requested by the Lessor, provide evidence of currency for each insurance policy certified by the insurer; and

(3) immediately notify the Lessor if an event occurs which may give rise to a claim under any insurance or which could adversely affect it or if an insurance policy is cancelled; and

(4) if required by the Lessor, ensure that the Lessor's interests are noted on the policy of public liability insurance.

8.5 ***Lessor's insurance***

Unless the Lessor consents, the Lessee must not:

(1) do or allow anything to be done which could adversely affect any insurance taken out by the Lessor in connection with the Leased Area or which could increase the cost of obtaining that insurance; or

(2) settle, compromise or waive any claim under any policy of insurance relating to the Leased Area.

## 9. MANAGEMENT OF THE LEASED AREA

9.1 ***Managing Agent***

The Lessor may appoint a managing agent to manage the Leased Area and represent the Lessor in relation to this Lease. If the Lessor appoints a managing agent, the managing agent may exercise the rights and powers of the Lessor under this lease. the Lessor may at any time vary or terminate the authority of the managing agent. Decisions of the Lessor override those of the managing agent if there is any inconsistency between them.

9.2 ***Exercise of Rights under the Conservation and Land Management Act 1984***

The Lessor reserves the right to enter the Leased Area at any time in order to exercise any right, power or authority which the Lessor has under the *Conservation and Land Management Act 1984*. The Lessee is not entitled to any compensation or to make any other claim against the Lessor for anything done by the Lessor on the Leased Area in the exercise of any right or authority under that Act.

9.3 ***Right to Enter***

The Lessor may after giving reasonable notice to the Lessee (or in an emergency, without notice) enter the Leased Area to do any one or more of the following things:

(1) inspect the state of repair and condition of the Leased Area;

(2) maintain or repair the Leased Area and equipment in the Leased Area;

(3) carry out structural work to the Leased Area or any other work required by an Authority;

(4) remove anything which is harmful or dangerous;

(5) anything which should have been done by the Lessee but which has not been done properly;

(6) anything else which the Lessor is required to do by law or is permitted to do under this Lease;

without affecting the Lessee's obligations under this Lease.

9.4 ***Minimise disruption***

If the Lessor does anything permitted by the preceding clause the Lessor must:

(1) give the Lessee reasonable notice of the intended action before it is taken (except in an emergency); and

(2) use its best endeavours to minimise disruption to the Lessee's business; and

(3) make good any damage to the Lessee's Property (other than minor damage) caused by the Lessor.

9.5 ***Dealing with the Leased Area***

The Lessor reserves the right to deal with the Leased Area by granting easements, licences or other rights or interests of any kind to any person over it at any time so long as this does not unreasonably interfere with the Lessee's use of the Leased Area for the Permitted Use. The Lessee is not entitled to any compensation or to make any other claim against the Lessor in relation to the proper exercise of any right given to another person by the Lessor. The Lessee is responsible for and indemnifies the Lessor against any Liability resulting from any claim

made by a person to whom a right or interest has been granted by the Lessor in connection with any negligent act or omission of the Lessee or any default by the Lessee under this Lease.

## 10. ASSIGNMENT AND SUBLETTING

10.1 ***Consent Required***

Unless the Lessor consents under the next clause, the Lessee may not assign this Lease or sublet the Leased Area.

10.2 ***Requirements for Consent***

The Lessee may assign this Lease or sublet the Leased Area if the Lessor consents and if the Lessee:

(1) complies with the next clause; and

(2) supplies to the Lessor evidence acceptable to the Lessor that the proposed assignee or sublessee are able and qualified to use the Leased Area for the Permitted Use, is financially sound and has a good reputation; and

(3) remedies any default under this Lease unless it has been waived by the Lessor; and

(4) if requested by the Lessor, arranges for the proposed assignee or sublessee to obtain from one or more persons, as reasonably nominated by the Lessor, a guarantee of the obligations under this Lease to be assumed by the proposed assignee or sublessee in a form prepared or approved by the Lessor's solicitors.

10.3 ***Obligations on Assignment or Sublease***

If the Lessee assigns this Lease or sublets the Leased Area, the Lessee must:

(1) deliver to the Lessor, before the date that the proposed assignment or sublease is to take effect, a completed agreement in the form of a deed prepared or approved by the Lessor's solicitors, by which the proposed assignee or sublessee agrees with the Lessor to be bound by this Lease as from the date the assignment or sublease takes effect; and

(2) pay to the Lessor on request the Lessor's expenses, including legal costs:

(a) incurred in making reasonable enquiries about the proposed assignee or sublessee; and

(b) in connection with the preparation, completion and stamping of the assignment or sublease documents and any other related documents, (including the stamp duty on those documents).

10.4 ***Lessee Remains Liable***

The Lessee remains fully liable under this Lease even if the Lessee assigns this Lease or sublets the Leased Area or gives any right in relation to this Lease or the Leased Area to any other person.

10.5 ***Change in Control***

If the Lessee is a company, and there is a change in control of the Lessee the Lessor may require the Lessee to obtain from the persons who have acquired control, as reasonably

nominated by the Lessor, a guarantee of the Lessee's obligations under this Lease in a form prepared or approved by the Lessor's solicitors. If the Lessee is a subsidiary company a change in control includes a change in control of its holding company.

In this clause:

(1) **company** does not include a company which is listed on the Australian Stock Exchange or is wholly owned by such a company; and

(2) **control** means control of the composition of the board of directors or control of more than 20% of the shares with the right to vote at general meetings; and

(3) words defined in the Corporations Law have the meanings given to them by that Law.

10.6 ***Exclusion of Statutory Provisions***

The provisions of sections 80 and 82 of the *Property Law Act 1969* do not apply to this Lease.

10.7 ***Fees***

The Lessee must reimburse the Lessor on request for all fees paid by the Lessor to any agent or consultant engaged by the Lessor in connection with a proposed assignment or sub-letting by the Lessee.

## 11. HOLDING OVER

If the Lessor consents to the Lessee continuing to occupy the Leased Area after the Expiry Date or after the end of any extended term, the Lessee is a monthly tenant of the Leased Area and:

(1) the monthly tenancy may be terminated by either party giving to the other at least one month's notice which may expire on any day; and

(2) the rent is the same rent payable immediately before the Expiry Date or after the end of any extended term; and

(3) all the other provisions of this Lease apply to the monthly tenancy except any option to extend this Lease.

## 12. DEFAULT

12.1 ***Re-entry***

The Lessor may terminate this Lease by notice to the Lessee or by re-entering the Leased Area if:

(1) the Lessee repudiates this Lease; or

(2) the Lessee abandons the Leased Area; or

(3) the Lessee ceases to use the Leased Area for the Permitted Use other than for a temporary period;

(4) or any money payable by the Lessee is unpaid for longer than 3 months after it is due to be paid; or

(5) the Lessee is in default under this Lease and, if the default can be remedied, the Lessee has not remedied the default within 3 months after receiving a notice from the Lessor specifying the default and requiring it to be remedied; or

(6) an Insolvency Event occurs; or

(7) the Lessee defaults under the Permit.

Except for the notice given under subclause (5) and except for any notice otherwise required by law the Lessor does not need to give notice to the Lessee before re-entering the Leased Area.

12.2 ***Essential Terms and Damages***

Every obligation of the Lessee under this Lease:

(1) to pay money; or

(2) not to do something without the Lessor's consent; or

(3) relating to damage to the Leased Area or to the state of repair or condition of the Leased Area,

is an essential term of this Lease. (This clause does not prevent other obligations being essential terms).

If the Lessee defaults by not performing or complying with any obligation which is an essential term, The Lessor is entitled to recover damages for losses over the whole Term, including losses caused by the non-payment of money by the Lessee over that period, even if this Lease is terminated by the Lessor as a result of the Lessee's default before the Expiry Date.

This clause is not to be taken as relieving the Lessor of any duty to mitigate losses which is imposed by law.

12.3 ***Right to Damages not Affected***

The Lessor's right to recover damages is not affected if:

(1) the Lessor accepts the Lessee's repudiation of this Lease; or

(2) the Lessor terminates this Lease by notice or re-entry; or

(3) the Lessee has abandoned the Leased Area; or

(4) there is a surrender of this Lease by law.

12.4 ***Interest on Overdue Money***

The Lessee must pay interest on any money which is not paid by the due date. Interest is to be the higher of:

(1) 15%; or

(2) the current reference rate or other base rate charged by the Commonwealth Bank on overdraft loans of less than $100,000 plus 2%,

and is to be calculated on a daily basis from the due date until the money is paid. The interest is to be paid when requested by the Lessor.

12.5 ***Acceptance of Rent or Mitigation***

The acceptance of rent or other money owing under this Lease or an attempt by the Lessor to mitigate losses is not to be taken as a waiver of a default by the Lessee under this Lease or a surrender by law.

## 13. LESSEE'S OBLIGATIONS ON TERMINATION

13.1 ***Lessee to Move Out***

The Lessee must move out of the Leased Area and remove all buoys and moorings from the Leased Area by the end of the Term except that if this Lease is terminated before that date, the Lessee must move out and remove all buoys and moorings as soon as reasonably possible after this Lease is terminated.

13.2 ***Abandonment of Lessee's Property***

If the Lessee does not remove all the Lessee's Property when the Lessee has to move out of the Leased Area the Lessee is deemed to have abandoned the Lessee's Property remaining in the Leased Area and the Lessee's Property will become the property of the Lessor.

13.3 ***Risk***

The Lessee's Property is at the Lessee's risk at all times before and after the termination of this Lease.

13.4 ***Damage Caused by Moving Out***

The Lessee must repair any damage to the Leased Area caused by moving out of the Leased Area or removing the Lessee's Property.

13.5 ***Reinstatement***

If the Lessee has made any improvements or alterations to the Leased Area or carried out any work on the Leased Area or done anything else to change the Leased Area if the Lessor requires, the Lessee must reinstate the Leased Area before the end of the Term so that the Leased Area is returned to the condition it was in before the improvements or alterations were made, or the work carried out or the other changes were made. The Lessee's obligations under this clause include removing any building or other structure erected in the Leased Area by the Lessee unless the Lessor agrees otherwise or unless this Lease provides otherwise.

## 14. COSTS AND EXPENSES

14.1 ***Costs and Expenses***

The Lessee must pay or reimburse the Lessor on request for all the Lessor's costs and expenses (including legal costs and expenses) in relation to:

(1) arranging for any survey or demarcation drawing necessary to identify the Leased Area; and

(2) negotiating, preparing, signing and stamping of this Lease and any document assigning, varying or surrendering this Lease; and

(3) any proposed or actual assignment or subletting by the Lessee including the engagement by the Lessor of any agent or consultant in connection with the proposed or actual assignment or subletting; and

(4) enforcing any right under this Lease including giving a notice of default under section 81 of the *Property Law Act 1969*; and

(5) any default by the Lessee which causes loss to the Lessor; and

(6) giving any consent or approval under this Lease.

14.2 ***Duties and Fees***

The Lessee must pay or reimburse the Lessor on request for all stamp duty and fees (including fines and penalties attributable to the Lessee) payable in connection with this Lease.

## 15. MISCELLANEOUS

15.1 ***Remedies Cumulative***

The rights, powers and remedies in this Lease are in addition to the rights, powers and remedies provided by law independently of this Lease.

15.2 ***Accrued Rights***

The termination of this Lease for any reason does not affect the rights of the Lessor in relation to a default by the Lessee before termination.

15.3 ***Severance***

If any part of this Lease or the application of that part to any person or circumstance is or becomes unenforceable, the other provisions of this Lease are not affected but continue to be enforceable.

15.4 ***Payments***

The Lessee must make all payments under this Lease without set-off, counterclaim or deduction. Payments by the Lessee under this Lease are to be made to the Lessor or any other person nominated by the Lessor. the Lessor need not make a demand for payment of any amount required to be paid by the Lessee under this Lease unless required by law. If this Lease does not specify when a payment is due, it is due within 14 days after the Lessor requests payment.

15.5 ***Transfer of Land Act 1893***

The covenants and powers implied in every lease made under the *Transfer of Land Act 1893* are implied in this Lease, whether registered under that Act or not, except:

(1) to the extent that they are modified by this Lease; and

(2) the implied covenant set out in section 92(ii), which is excluded.

15.6 ***Cost of Complying with Obligations***

Unless otherwise stated in this Lease, the Lessee must pay the cost of performing or complying with every obligation of the Lessee under this Lease.

15.7 ***The Lessor Can Comply***

If the Lessee does not perform or comply with an obligation under this Lease the Lessor may do what is necessary for the obligation to be performed or complied with. The Lessee must reimburse the Lessor for any reasonable costs or expenses incurred in ensuring the Lessee's obligations are performed or complied with.

## 16. NOTICES

16.1 ***Form and Address***

A notice or other communication in connection with this Lease must be in writing and may be signed by the relevant party or its solicitors or agents.

The notice or other communication may be:

(1) left at or posted to the address of the addressee as set out in the Schedule or any other address notified to the sender as an address for the giving of notices; or

(2) sent by facsimile transmission to any facsimile number used by the addressee.

16.2 ***Receipt***

Unless a later time is specified in it, a notice or other communication takes effect from the time it is taken to be received, which is:

(1) if left at the address of the addressee, the next Business Day after the day it is left;

(2) if posted, on the third Business Day after posting; and

(3) if sent by facsimile transmission, on the next Business Day after the facsimile was sent.

## 17. TRUSTEE PROVISIONS

If the Lessee has entered into this Lease in the capacity of trustee whether or not the Lessor has any notice of the trust, the Lessee:

(1) is taken to enter into this Lease both as trustee and in the Lessee's personal capacity and acknowledges that the Lessee is personally liable for the performance of the Lessee's obligations under this Lease; and

(2) is personally liable for the performance of the Lessee's obligations under this lease; and

(3) will take any action necessary to ensure the assets of the trust are available to satisfy any claim by the Lessor for any default by the Lessee; and

(4) will assign to the Lessor any right of indemnity the Lessee has against the assets of the trust to the extent of the liability of the Lessee under this Lease; and

(5) warrants that the Lessee has the power and authority under the terms of the trust to enter into this Lease.

## 18. DEFINITIONS AND INTERPRETATION

18.1 ***Definitions***

In this Lease:

**Authority** means any governmental or public authority of any kind.

**Business Day** means a day on which banks are open for business in Perth other than a Saturday or a Sunday.

**Commencement Date** means the date in item 4.1 of the Schedule.

**Energy Supplier** means any Authority, company or other body which supplies, at the Lessor's request, gas, electricity or other sources of energy to the Leased Area.

**Environmental Laws** means all laws regulating or otherwise relating to the environment including laws relating to land use planning, heritage, pollution, contamination, public and occupational health and safety, or any other aspect of protection of environment.

**Event of Default** means the occurrence of any of the events referred to in clause 12.1.

**Expiry Date** means the date in item 4.2 of the Schedule.

**Insolvency Event** means the happening of any of the following events in relation to the Lessee:

(1) the Lessee is unable to pay all the Lessee's debts as and when they become due and payable or the Lessee has failed to comply with a statutory demand as provided in section 459F of the Corporations Law, or the Lessee is deemed to be unable to pay the Lessee's debts under section 585 of the Corporations Law;

(2) a meeting is convened to place the Lessee in voluntary liquidation or to appoint an administrator.

(3) an application is made to a court for an order or an order is made that the Lessee to be wound up;

(4) the appointment of a controller (as defined in section 9 of the Corporations Law) of any of the Lessee's assets;

(5) the Lessee proposes to enter into or enters into any form of arrangement (formal or informal) with the Lessee's creditors or any of them, including a deed of company arrangement; or

(6) the Lessee becomes an insolvent under administration, as defined in section 9 of the Corporations Law.

**Leased Area** means the area described in the Lease Plan, being three dimensional, including the airspace above and extending to the seabed below.

**Lease Plan** means the plan attached to this Lease.

**Lessee's Property** means any equipment or other property which the Lessee brings in to the Leased Area.

**Liability** includes any obligation to pay money or other loss, cost or expense of any kind.

**Permitted Use** means the use described in item 6 of the Schedule.

**Rates and Taxes** means any rate, tax, levy or any other charge imposed at any time during the Term of the Lease by any State, local or Federal governmental body, authority, department or instrumentality or any other authority of any kind, in relation to the supply or use of the Leased Area or any thing under or in connection with the Lease.

**Tax Invoice** includes any document or record treated by the Commissioner of Taxation as a tax invoice or as a document entitling a recipient to an input tax credit.

**Term** means the period referred to in item 4 of the Schedule.

**The Lessee** means the person or persons named in item 2 of the Schedule and includes the Lessee's successors and an assignee, a sublessee or any other person having a right to possess, use or occupy the Leased Area.

**The Lessor** means the statutory body described in item 1 of the Schedule and includes the Lessor's successors and an assignee of the reversion and, where the context permits, any person authorised by the Lessor to do any act on behalf of the Lessor for the purposes of this Lease, including a managing agent.

20.2 ***Interpretation***

In this Lease, unless the contrary intention appears:

(1) a reference to the Lessee includes the Lessee's employees, agents, contractors, sublessees, licensees, customers and any other person who is in the Leased Area with the Lessee's permission (direct or implied);

(2) a reference to a statute, code or other law includes regulations and other instruments under it and consolidations, amendments, re-enactments or replacements of any of them occurring at any time before or after the Commencement Date;

(3) the singular includes the plural and vice versa;

(4) the word "person" includes a firm, a body corporate, an unincorporated association or an Authority;

(5) an obligation, representation or warranty:

(6) in favour of 2 or more persons is for the benefit of them jointly and severally; and

(7) on the part of 2 or more persons binds them jointly and severally;

(8) each obligation of a party to this Lease has effect as a covenant given in favour of the party who may enforce the obligation;

(9) if a period of time is expressed to be calculated from or after a specified day, that day is not included in the period;

(10) a reference to a day is a reference to the 24 hour period commencing at midnight;

(11) a reference to a month is to a calendar month and a reference to a year is a calendar year;

(12) if the word 'including' or 'includes' is used, the words: "without limitation" are deemed to immediately follow;

(13) a reference to the termination of this Lease includes the expiry of the Term; and

(14) a reference to the Term in relation to any obligation of the Lessee is to be taken as including a reference to any period during which the Lessee occupies or uses the Leased Area with the Lessor's consent.

20.3 ***Schedule***

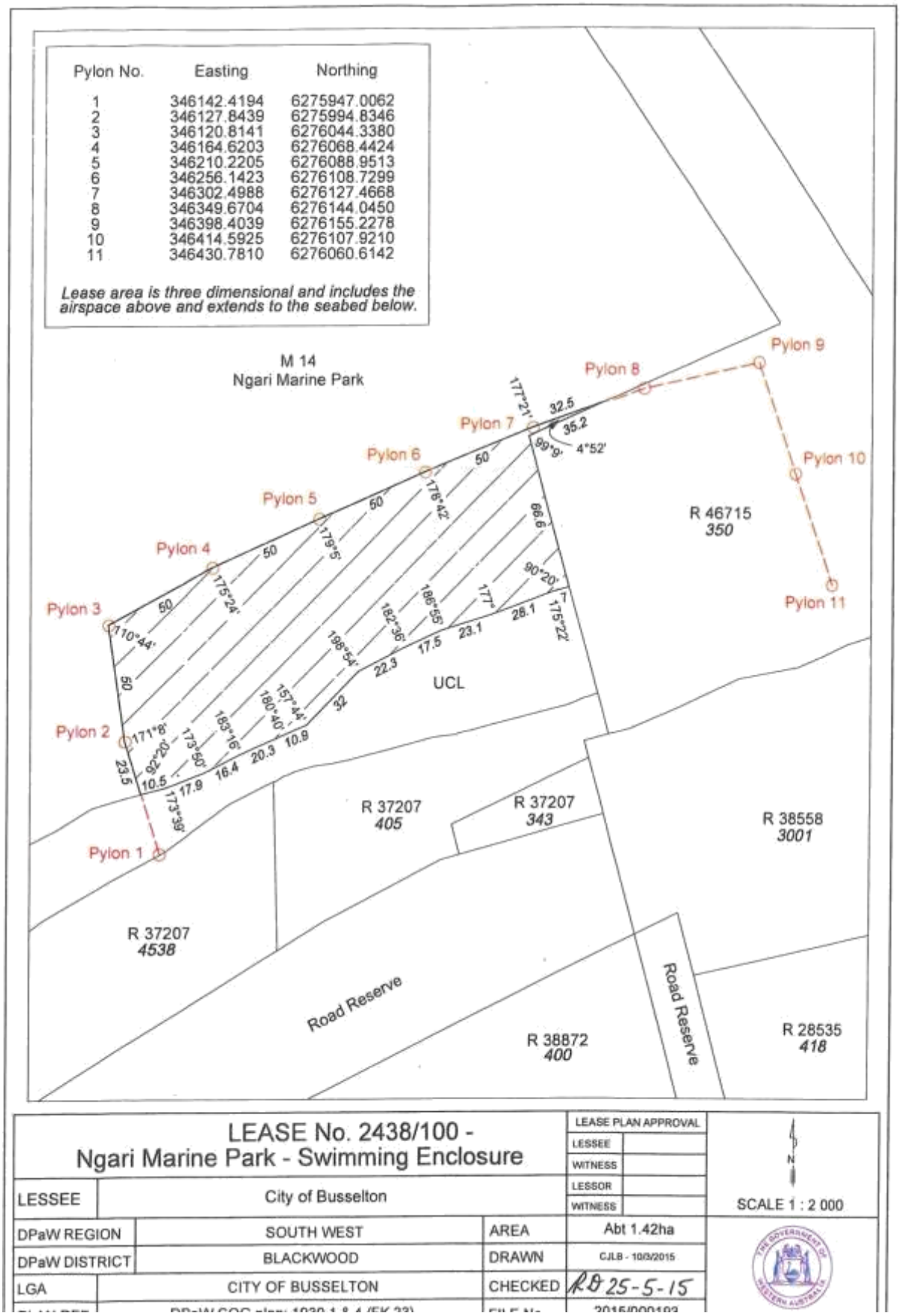
All the provisions in the Schedule at the front of this Lease are incorporated in and form part of this Lease.

20.4 ***This Lease***

A reference to this Lease includes:

(1) everything forming part of this document; and

(2) any agreed changes to this document which are recorded in a separate document.


Pylon No. Easting Northing
1 346142.4194 6275947.0062
2 346127.8439 6275994.8346
3 346120.8141 6276044.3380
4 346164.6203 6276068.4424
5 346210.2205 6276088.9513
6 346256.1423 6276108.7299
7 346302.4988 6276127.4668
8 346349.6704 6276144.0450
9 346398.4039 6276155.2278
10 346414.5925 6276107.9210
11 346430.7810 6276060.6142
Lease area is three dimensional and includes the airspace above and extends to the seabed below.
M 14
Ngari Marine Park
Pylon 1
Pylon 2
Pylon 3
Pylon 4
Pylon 5
Pylon 6
Pylon 7
Pylon 8
Pylon 9
Pylon 10
Pylon 11
R 46715
350
UCL
R 37207
405
R 37207
343
R 38558
3001
R 37207
4538
Road Reserve
R 38872
400
Road Reserve
R 28535
418
LEASE No. 2438/100 -
Ngari Marine Park - Swimming Enclosure
LEASE PLAN APPROVAL
LESSEE
WITNESS
LESSOR
WITNESS
LESSEE City of Busselton
SCALE 1 : 2 000
DPaW REGION SOUTH WEST
AREA Abt 1.42ha
DPaW DISTRICT BLACKWOOD
DRAWN CJLB - 10/3/2015
LGA CITY OF BUSSELTON
CHECKED RD 25-5-15

**EXECUTED** as a Deed on the day of in the year .

The Common Seal of the )
**CONSERVATION AND LAND** )
**MANAGEMENT EXECUTIVE BODY** )
was affixed in the presence of: )
)

_____
Chief Executive Officer

in the presence of:

_____
Signature of witness

_____
Full name of witness

_____
Address of witness

_____
Occupation of witness

The Common Seal of the )
**CITY OF BUSSELTON** was here unto )
affixed by authority of its Council )
in the presence of: )

_____ _____
Mayor (Print full name)

_____ _____
Chief Executive Officer (Print full name)

14.3 LEASE RENEWALS - BUSSELTON HISTORICAL SOCIETY AND BUSSELTON POTTERY GROUP

| | |
|---|---|
| **SUBJECT INDEX:** | Agreements/Contracts |
| **STRATEGIC OBJECTIVE:** | A City where the community has access to quality cultural, recreation, leisure facilities and services. |
| **BUSINESS UNIT:** | Corporate Services |
| **ACTIVITY UNIT:** | Property and Compliance Services |
| **REPORTING OFFICER:** | Property Management Officer - Julie Oates |
| **AUTHORISING OFFICER:** | Director, Finance and Corporate Services - Matthew Smith |
| **VOTING REQUIREMENT:** | Simple Majority |
| **ATTACHMENTS:** | Attachment A Plan showing lease and licence areas for the Busselton Historical Society and Busselton Pottery Group |
| | Attachment B Operational Practices & Procedures |

**PRÉCIS**

The City currently leases portions of the Old Butter Factory building ("Old Butter Factory") to the Busselton Historical Society Inc ("Historical Society") for the purpose of a museum. The lease term has expired and continues on a holding over provision, allowing the lessee to remain in occupation on a month by month basis.

The purpose of this report is to provide Council with an update on previous resolutions relating to the Historical Society leased premises and to recommend to Council to enter into a new lease with the Historical Society for the buildings and land they currently occupy. Additionally, as the Busselton Pottery Group ("the Pottery Group") share areas with the Historical Society, it is recommended that the term of their leases coincide. Thus it is recommended that Council pass a new resolution in relation to the commencement date of the Pottery Group lease.

**BACKGROUND**

The Old Butter Factory is situated on Lots 1 and 2, Peel Terrace, Busselton being freehold land owned by the City of Busselton. The site has significant heritage value, with the Old Butter Factory building, the boiler house and the smoke stack listed with the Heritage Council of WA.

The Historical Society and the Pottery Group have leased their respective portions of the Old Butter Factory for over 40 years. The parties share areas within the grounds for access and parking and also share ablution facilities.

On 10 December 2014, a report was presented to Council detailing the recommendations contained in a structural assessment undertaken on the Old Butter Factory. The Council resolved in part (C1412/336) that the upper floor of the Old Butter Factory was to be closed to the public until the area is deemed safe. Limited access was to be granted to the members and volunteers of the Historical Society, subject to certain conditions aimed at ensuring safety and compliance with statutory requirements. The Historical Society lease was subsequently amended to reflect this.

Whilst the Historical Society operates the museum from a portion of the Old Butter Factory, they also utilise surrounding buildings, including the machinery display shed, the old school house and the group settlement house for the purpose of displaying items of historical interest.

On the 13 May 2015 a report was presented to Council in relation to the area occupied by the Historical Society, in particularly the use of unallocated crown land (UCL) and reserve land. The Council resolved in part (C1505/114) the following:

*"That the Council;*

*2. Request the Minister for Lands to excise a portion of Reserve 35490 and combine the unallocated crown land as shown shaded yellow and blue respectively on Attachment A as a separate reserve under City management with the power to lease."*

This has since been achieved with the creation of Reserve 52382.

As the portion of the Old Butter Factory occupied by the Pottery Group (as shown hatched red on Attachment A) was not affected by the structural assessment or the land matters, and their lease was approaching expiry, it was recommended at the same time to enter into a new lease with the Pottery Group. The Council resolved the following:

*"That the Council*

*1. Enter into a lease with the Busselton Pottery Group Incorporated for the occupation of a portion of Lot 2, Diagram 1723, Volume 1375, Folio 11, Peel Terrace, Busselton as shown edged and hatched red on Attachment A subject to the following:*

*a) The term of the lease to be 5 years commencing 1 July 2015 with a 5 year option;*

*b) The annual rent to be the nominal rental of $200.00 inclusive of GST and is to be increased annually by CPI;*

*c) The lease will be consistent with the City's standard community and sporting group lease altered to reflect the obligations of the City to maintain the structural integrity of the heritage listed building that forms part of the lease;*

*d) the inclusion of a licence for non-exclusive use of the shared use areas as shown hatched green on Attachment A; and*

*e) All the costs of the preparation of the lease are to be met by the lessee.*

In December 2015, following receipt of a detailed structural engineer's report from Cotan, a further report was presented to Council with respect to the upper floor of the Old Butter Factory. The Council resolved (C1512/361), to amend the 2015/16 budget so that works could be undertaken to the upper floor as recommended by the Cotan report, allowing it to be re-opened to the public.

The Cotan report also recommended that Operational Practices & Procedures (OPP), be put in place to address specific obligations of the lessee relating to the use of the upper floor and in particular dealing with emergency events. It is proposed that the lease will include a clause requiring the Historical Society to comply with these OPPs throughout the term of their lease.

With the land titles amended and the works to the upper floor now complete, the City is in a position to offer the Historical Society a new long term lease, as detailed in the Officer Comment section of this report.

At this stage, the Pottery Group remain in occupation on a month by month basis, with a new lease not having been entered into. This is due to ongoing discussions in relation to the shared use areas between the Pottery Group and the Historical Society and the desire to formalise these arrangements in concurrent leases with aligned terms. This necessitates a new resolution be passed in relation to the Pottery Group lease, which is further explained in the Officer Comment section.

**STATUTORY ENVIRONMENT**

When disposing of property whether by sale, lease or other means, a Local Government is bound by the requirements of section 3.58 of the Local Government Act. However 3.58 (5) (d) provides exemptions to this process under Regulation 30 (2) (b) (i) & (ii) of the Local Government (Functions & General) Regulations.

This section states "disposal of land to incorporated bodies with objects of benevolent, cultural, educational or similar nature and the members of which are not entitled to receive any pecuniary profit from the body's transactions, are exempt from the advertising and tender requirements of section 3.58 of the Local Government Act." The constitutions of the Historical Society and the Pottery Group are such that this exemption applies.

The Historical Society occupies Lots 1, 2 and 328 Peel Terrace, Busselton all being freehold land owned by the City of Busselton. The Pottery Group occupy Lot 2 Peel Terrace. There is a memorial lodged on the titles for all 3 lots under the Heritage of Western Australia Act 1990, which requires the City to preserve and maintain the site. A Conservation Plan and Heritage Impact Statement commissioned by the City provide guidelines for site maintenance.

The Historical Society also occupy Reserve 52382, being Crown Land vested with the City for the designated purpose of "Museum". The City has the power to lease the land for any term not exceeding 21 years, subject to the consent of the Minister for Lands.

**RELEVANT PLANS AND POLICIES**

The recommendation to enter into a lease with both parties is consistent with the principles of the recently adopted policy, "Leases of City Land and Buildings" adopted by Council on 27 July 2016. Leases to not for profit, community and sporting groups will generally require the lessee to meet the full cost of maintenance and repair of the buildings and facilities leased as well as the costs of utilities and insurance. However the City has an obligation to maintain the heritage component of the Old Butter Factory building, the boiler house and smoke stack. These obligations are detailed in the Conservation Management Plan prepared in April 2014. It is proposed that the City would continue to meet these obligations.

Policy 29 Building Insurance adopted by Council on 24 July 2013 (C1307/192) provides for an exemption for not for profit community and sporting groups leasing City owned or managed buildings that are listed with the Heritage Council of WA and have conservation plans. A concession of 50% of the building insurance premium is to be applied to these buildings.

**FINANCIAL IMPLICATIONS**

The rent charged to community and sporting groups leasing City owned land and/or buildings is currently $205.00 per annum (inclusive of GST) reviewed annually by CPI. It is proposed that the same annual rent be charged to both the Historical Society and the Pottery Group.

The Old Butter Factory and several buildings located on site are heritage listed and the City is required to maintain the structural integrity of these buildings. This has been the case throughout the term of the existing lease and therefore will have no additional impact on the City's existing financial obligations with funds already provided within the City's budget. The Historical Society will be required to maintain the remainder of the leased premises.

Given the application of Policy 29, the City will continue to pay half the costs of Building insurance in respect of the Busselton Historical Society premises. The City's contribution is budgeted for and is currently around $2700 per year.

**Long-term Financial Plan Implications**

In the last four years the City has invested a substantial amount of funds in the Old Butter Factory and surrounds. In August 2012, the Council resolved (C1208/244) to undertake capital works on the Old Butter Factory funded through the Building Reserve Fund. Although this work has largely been completed, funding for ongoing maintenance and renewal works is included in the Long Term Financial Plan.

**STRATEGIC COMMUNITY OBJECTIVES**

The recommendation to enter into a lease with the Historical Society and with the Pottery Group is consistent with the following City of Busselton Strategic Priorities:

Key Goal Area 2 - Well planned, vibrant and active places:

- Provide a range of quality leisure, cultural, recreation and sporting facilities and services;
- Responsible management of public infrastructure assets.

Council Strategies:

- Ensure our recreational facilities meet the needs of our growing community;
- Maintain community assets at an appropriate standard.

**RISK ASSESSMENT**

There are no identified risks of a medium or greater level associated with the officer recommendation, which serves to mitigate the risks associated with there not being a lease in place which reflects occupation and usage of the land. The recent works completed on the upper floor structure and the inclusion of a lease obligation requiring the Historical Society to comply with the OPPs reduces the risk associated with the upper floor of the Old Butter Factory.

**CONSULTATION**

City Officers have consulted with the Historical Society on numerous occasions over the last two years in relation to the condition and safe use of the upper floor of the Old Butter Factory. The Historical Society are keen to enter into a lease and acknowledge their obligations in relation to site safety, and in particular, the use of the upper floor.

More recently City Officers have discussed new lease terms with both the Historical Society and the Pottery Group. Both groups have indicated their willingness to enter into a standard community group lease, acknowledging that there will be a very small increase in the annual rent charged as compared to their current leases and that the annual rent will be increased annually by CPI.

**OFFICER COMMENT**

The Historical Society has had a leasehold interest of the Old Butter Factory and surrounding grounds for many years. They offer a valuable service to the community by providing a well preserved collection of items that tells the story of the Old Butter Factory and life in Busselton over many years.

Due to land tenure issues and the structural works required on the upper floor of the Old Butter Factory, the Historical Society have remained in occupation on a month by month basis for some time. With the land titles amended and the works on the upper floor complete, the City is now in a position to offer the Historical Society a new long term lease.

It is recommended that the City enter into a 5 year lease with the Historical Society with a further 5 year option. This is consistent with the recently adopted Policy – "Leases of City Land and Buildings". It is proposed that the terms of the standard community group lease be altered to reflect the obligations of the City to maintain the structural integrity of all heritage listed buildings that form part of the lease. It is also proposed that an obligation for the lessee to comply with the OPPs from the Cotan report, which outlines emergency evacuation procedures and restrictions on loading for the upper floor, be included.

As mentioned previously, the Pottery Group remain in occupation on a month by month basis under a holding over clause in their current lease. Given the areas shared by the Historical Society and the Pottery Group, shown hatched green on Attachment A, it is recommended that the lease term of the Pottery Group coincide with the Historical Society's term. It is further proposed that a licence providing non-exclusive use of the shared areas be included in both leases. Therefore this report contains a revised recommendation relating to Council entering into a lease with the Pottery Group for a 5 year term with a 5 year option, with the commencement date being altered such that the lease term coincides with that offered to the Busselton Historical Society.

**CONCLUSION**

The Historical Society and the Pottery Group complement each other and together provide a cultural experience for visitors to the district. They are well respected community groups and play an important part in the preservation of history and the cultural fabric of the City. The groups have indicated their willingness to enter into new leases on the terms proposed.

It is recommended that the Council support both parties continued occupation of this site on the terms outlined in the Officer Recommendation.

**OPTIONS**

Council may also consider the following options:

1. Council can resolve to enter into a different term of lease with either the Historical Society or the Pottery Group, however, the term offered to the Historical Society could not exceed 21 years, due to a portion of their leased premises being on reserve land.

2. Council can resolve not to alter the commencement date of the lease with the Pottery Group in which case Council resolution (C1505/114) dated 13 May 2015 will remain applicable.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

If Council endorse the officer recommendation in relation to the Historical Society and the Pottery Group, it is anticipated that signing of leases would take place on or before the 1 October 2016.

**OFFICER RECOMMENDATION**

That the Council:

1. Enter into a lease, with the Busselton Historical Society Inc for Lots 1, 2, 328, and, subject to the consent of the Minister for Lands approval, a portion of Reserve 52382, Lot 500, Peel Terrace Busselton, as shown hatched orange on Attachment A on the following terms:

    a) The term of the lease to be 5 years commencing on 1 October 2016 with a 5 year option.

    b) The annual rent to be the nominal rental of $205.00 inclusive of GST and is to be

increased by CPI annually.

c) The lease will be consistent with the City's standard community group lease with the exception of clauses requiring that:

(i) The lessee comply with the Conservation Management Plan of April 2014 and that the City be responsible for repairs of a structural nature in relation to the heritage buildings listed in the Conservation Management Plan;

(ii) The Lessee comply with the Operational Practices & Procedures provided by Cotan Pty Ltd dated 1 September 2015 relating to the use of the Old Butter Factory Building; and

(iii) The inclusion of a licence for non-exclusive use of the shared use areas as shown hatched green on Attachment A; and

d) All the costs of the preparation of the lease are to be met by the lessee.

2. Enter into a lease with the Busselton Pottery Group Inc for the occupation of a portion of Lot 2 Peel Terrace, Busselton, as shown hatched red on Attachment A on the following terms:

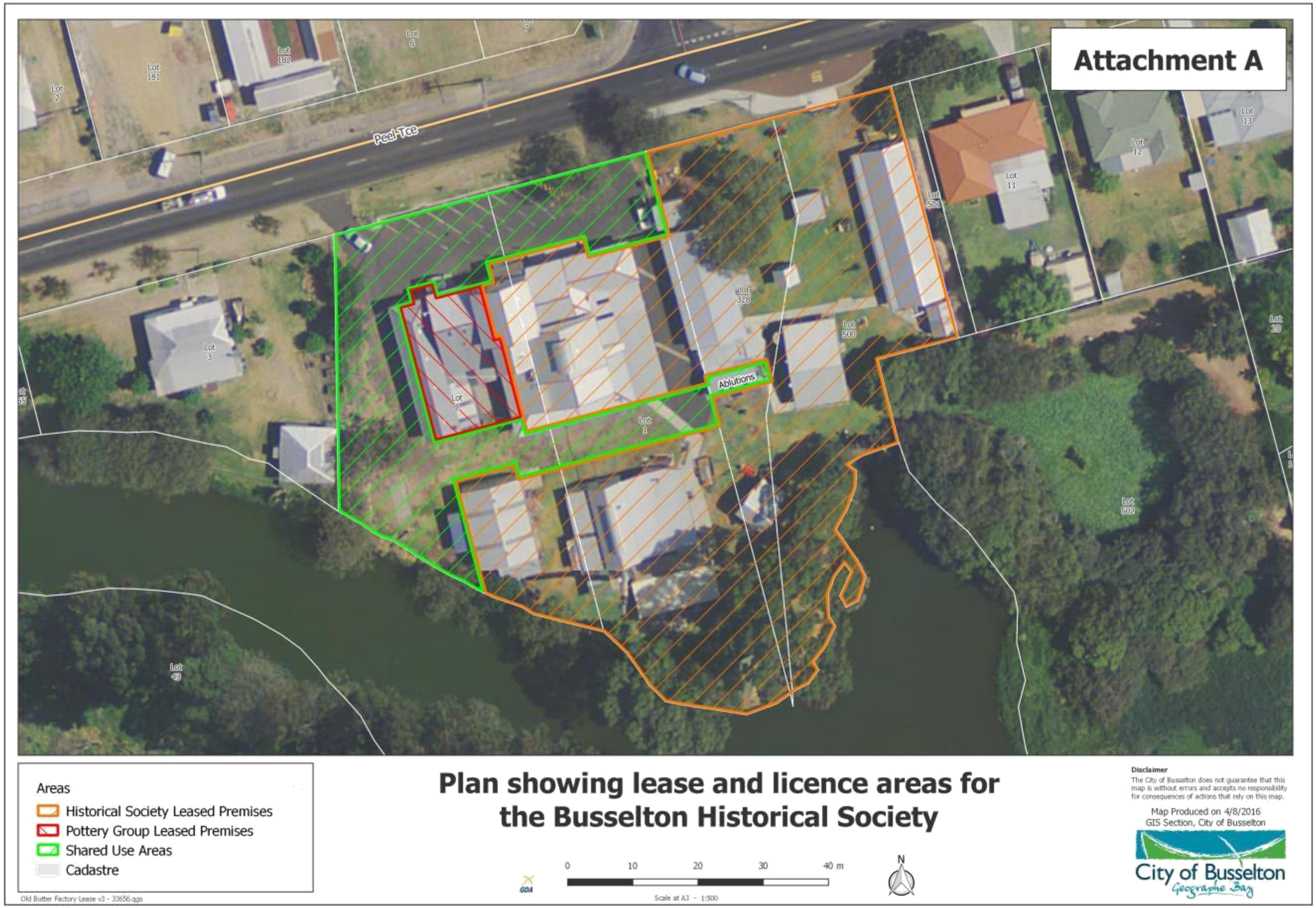
a) The term of the lease to be 5 years commencing on 1 October 2016 with a 5 year option;

b) The annual rent to be the nominal rental of $205.00 inclusive of GST and is to be increased by CPI annually;

c) The lease will be consistent with the City's standard community and sporting group lease altered to reflect the obligations of the City to maintain the structural integrity of the heritage listed building that forms part of the lease;

d) The inclusion of a licence for non-exclusive use of the shared use areas as shown hatched green on Attachment A; and

e) All the costs of the preparation of the lease are to be met by the lessee.


Attachment A
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Lot 13
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Ablutions
Areas
Historical Society Leased Premises
Pottery Group Leased Premises
Shared Use Areas
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Old Butter Factory Lease v3 - 33656.qgs
Plan showing lease and licence areas for the Busselton Historical Society
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Disclaimer
The City of Busselton does not guarantee that this map is without errors and accepts no responsibility for consequences of actions that rely on this map.
Map Produced on 4/8/2016
GIS Section, City of Busselton
City of Busselton
Geographe Bay

# OPERATIONAL PRACTICES & PROCEDURES

## OLD BUTTER FACTORY MUSEUM

**AT**

**76 PEEL TERRACE**

**BUSSELTON**

Prepared for: City of Busselton

Date: 1 September 2015

cotan
CONSULTANTS ENGINEERS DESIGNERS
ENGINEERING & CONSTRUCTION

COTAN PTY LTD
229 Bussell Highway
PO Box 487
Busselton WA 6280 ABN 54 097 556 057

Phone: (08) 9754 2131
Email: deansmith@cotan.com.au

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## 1. Introduction

The Museum premises are a section of the Old Butter Factory building in Peel Terrace, Busselton.

The Tenant, Busselton Historical Society Inc (BSH) of the premises shall have responsible people (Minders) in control of the premises whenever it is in use and they shall have:

- specific obligations for emergency evacuations – these include ensuring that there is an evacuation procedure in place to protect anyone on the premises in the event of an emergency, and
- a general 'duty of care' obligation to ensure that preparations have taken place for potential emergencies that might occur, and
- a general 'duty of care' obligation to ensure that preparations have taken place for elimination or minimization of risk of injury or harm that may occur to persons accessing, egressing and using the premises.

This document provides a list of operational practices and procedures that shall be implemented by the Tenant of the premises to minimize risk of injury to persons who may enter, leave and use the premises.

It is the responsibility of the Tenant to ensure that Minders and/or volunteers who are in control of the facility, are suitably trained to coordinate an evacuation.

## 2. Persons in Control

The Tenant of the Museum premises shall during all periods of public access appoint a minimum of one persons (Minder) who is suitably educated and knowledgeable to have, to any extent, control of the premises and who must ensure, as practicable, that the Museum and all entrances and exits are safe so that people may enter, leave and use the Museum without exposure to hazards.

During an emergency, one of the Minder's shall assume the role of Chief Warden and shall be identified by a vest, marked with Chief Warden.

The Chief Warden is responsible for co-ordinating the evacuation and being the point of contact for the evacuation.

A minimum of 2 Nº persons (Minders) appointed by the Tenant shall be in attendance at the premises at all times that the Museum is open to the public.

## 3. Emergency Plan

The emergency plan for the emergency evacuation of the Museum shall be installed throughout the building.

The Chief Warden in control of the evacuation will:

- Coordinate evacuations
- Direct persons to the evacuation point
- Check that all persons recorded in the Upstairs Register as being upstairs during the emergency are accounted for
- Consider alternative assembly area (if necessary)
- Contact and liaise with relevant Emergency Services detailing the extent or status of emergency, type of emergency (chemical, fire, threat), number of persons remaining in the building, location of emergency and address of emergency
- Complete the Building Evacuation Incident Report (Appendix 1.)
- Where possible keep clear the entry and exit routes to the building to allow Emergency Services access to the building.

## 4. Induction Training for Access & Egress

All people who use the building including the Tenant, Minders, volunteers, tradespeople and visitors shall be informed of the method of emergency evacuation and the location of emergency exits.

All new Tenant staff and Minders, and volunteers shall complete induction training to educate them on evacuation procedures.

All participants who have been trained should be registered as being inducted.

## 5. Induction Training for Fire Detection & Extinguishing

All people who use the building including the Tenant, volunteers, Minders & tradespeople shall be informed of the method of use for the fire extinguishers & hose reels.

All new Tenant staff, Minders and volunteers shall complete induction training to educate them on fire extinguishment procedures and emergency services contact.

## 6. Rehearsals for Emergency Evacuation

The Tenant shall carry out rehearsals of the approved emergency evacuation plan at intervals of every 6 months. Shortfalls found in the procedures during practice drills shall be addressed and this document shall be revised.

## 7. Unobstructed Exit Pathways

The Tenant shall regularly check that while in use no person or item is obstructing any lobby, exit, door, gate, corridor, passage, aisle, stairway, ramp or gangway and further to check that every required exit door is not locked.

## 8. In the Event of an Emergency

In the event of an emergency access to exits shall be enabled immediately with effectively no time delay.

All access to exits and opening of those exits shall be under human control at all times. At all times when the building is occupied persons trained in the emergency egress system and unlocking of all exits shall be available in the building.

All staff, Minders and volunteer assistants who occupy the building shall be trained in emergency egress procedures and the unlocking system.

If the controlling person or Chief Warden is absent for any reason, there must be a process enabling their relief by an equally trained person.

## 9. 1st Floor Access

Access to the 1st floor of the Museum shall be restricted to a maximum of 20 persons at any one time. Persons accessing upstairs are required to be recorded in the Upstairs Register prior to going upstairs.

Access to the 1st floor area of the Museum shall be restricted to prevent unsupervised child access. In the case of school visits, a list of children going upstairs will be provided for the Upstairs Register.

Access to the 1st floor of the Museum by the public shall be restricted to day-light hours only.

## 10. 1st Floor Loading

Imposed live load on the suspended floor structure of the upper level of the Museum shall be restricted to a maximum of 0.75 kPa (75 kg per $m^2$) uniformly distributed.

The maximum concentrated load imposed on the upper floor structure shall be restricted to less than 150 Kg.

Live loads shall include all imposed loads such as people, furniture, displays, stored materials and floor coverings.

## 11. Special Assistance Access & Egress

Special assistance shall be made available to people with a disability, including those with mobility, sight or hearing disability.

Stairway access to the 1st floor of the Museum is available to people with some mobility, sight and hearing disability.

Wheelchair access is not available to the 1st floor of the Museum.

## 12. Supervised Child Access

All children under the age of 13 years who enter the Museum shall be accompanied by a supervising adult, and shall remain supervised by that adult until they leave the premises. A minimum of 1 supervising adult shall accompany a maximum number of 10 children.

## 13. Storage and Museum Display Location

Stairway structures shall remain clear of obstructions. Museum displays, exhibits and storage materials in particular shall be located as detailed below:

- Storage materials, furniture and Museum displays which are flammable shall not be located underneath or near the internal or external stairs which provide access to the 1st floor.
- All motors and flammable machines which may contain residual fuel shall not be positioned in the vicinity of the existing external walls or external stairs of the Old Butter Factory and shall be located with at least 6m clearance from the stairs.
- Museum displays shall be located away from doorways, passages and paths of travel. A clear pathway width of 1000mm shall be maintained throughout all areas of the building which will provide an unobstructed access and exit from the building.
- Exhibits and displays in areas of wheelchair access refer to Item 14 below.

## 14. Wheelchair Access

Wheelchair access is not available to the 1st floor of the Museum or to some areas at the ground floor.

An area of ground floor Museum which has wheelchair and disabled person access should contain exhibits and displays which are similar to the 1st floor section and lower floor areas where wheelchair access is not available.

Every practicable effort should be made to minimize discrimination of disabled persons by restriction from some areas of the Museum. Where it is not practicable to provide access to some areas, exhibits and displays of a similar nature should be located in disabled accessible areas.

## 15. Smoking and Naked Flames

Smoking and naked flames shall be banned from all parts of the Museum at all times.

During any period of construction or maintenance work all highly flammable materials shall be located well clear of the work area, and public access to the Museum shall be prevented.

## 16. Maintenance of Equipment

The Tenant shall complete regular maintenance and testing of all equipment and fittings in and near the building which is used for detection, prevention and extinguishment of fires and also for safe evacuation in the event of fires. The equipment shall include emergency evacuation alarms, fire alarms, fire hydrants, fire hose reels, fire extinguishers, smoke detectors, emergency lighting and telephones.

## 17. Maintenance of the Building

Maintenance of the building is required to protect the structure and prevent deterioration of finishes which may create a hazard.

- The building shall be maintained in a clean condition to avoid hazards to people. Rubbish shall be removed promptly from the premises.
- The building structure, claddings, linings and finishes shall be regularly inspected and maintained in a good condition to protect the structural integrity of all components.
- Rodents and birds shall be prevented from occupying the internal structure of the building including wall cavities and roof spaces. In the event that this has occurred any damage shall be promptly rectified.

## 15. CHIEF EXECUTIVE OFFICER'S REPORT

### 15.1 AWARD OF TENDER RFT 14/16 BUSSELTON FORESHORE DEVELOPMENT: JETTY WAY PEDESTRIAN LINK EXPOSED AGGREGATE CONCRETE

| | |
|---|---|
| **SUBJECT INDEX:** | Busselton Foreshore Infrastructure |
| **STRATEGIC OBJECTIVE:** | Infrastructure assets are well maintained and responsibly managed to provide for future generations. |
| **BUSINESS UNIT:** | Major Projects |
| **ACTIVITY UNIT:** | Major Projects |
| **REPORTING OFFICER:** | Executive Director - Martyn Glover |
| **AUTHORISING OFFICER:** | Chief Executive Officer - Mike Archer |
| **VOTING REQUIREMENT:** | Absolute Majority |
| **ATTACHMENTS:** | Attachment A Jetty Way Location Plan<br>Attachment B Confidential RFT14/16 Tender Evaluation |

**Attachment B is confidential under Section 5.23 - 2(c) of the Local Government Act 1995 in that it deals with "a contract entered into or which may be entered into, by the local government". Copies have been provided to Councillors, the Chief Executive Officer and Directors Only.**

**PRÉCIS**

The Council is requested to consider the tenders received in response to Request for Tender RFT14/16 for Busselton Foreshore Development: Jetty Way Pedestrian Link Exposed Aggregate Concrete. The tender has now closed and tender submissions have been received and evaluated. This report summarises the submissions received and recommends that Council awards RFT14/16 – Busselton Foreshore Development: Jetty way pedestrian Link Exposed Aggregate Concrete Contract to Leeuwin Civil Pty Ltd, in accordance with the tender evaluation panel recommendation.

**BACKGROUND**

The City of Busselton's 2016/17 Capital Works Program includes provision for the installation of an exposed aggregate concrete concourse on Jetty Way between Foreshore Parade and the Busselton Jetty including the concrete footing for the realigned railway (see attached plan A). The purpose of the works is to provide a pedestrian link to the adjoining facilities including the Goose, the carpark, Railway House, the jetty, the promenade and the future Family Restaurant/micro-brewery and amphitheatre.

**STATUTORY ENVIRONMENT**

Section 3.57 of Local Government Act 1995 requires "A local government to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods and services".

Part 4 (Tenders) of the Local Government (Functions and General) Regulations 1996 require that tenders be publicly invited for such contracts where the estimated cost of providing the total service exceeds $150,000.

Compliance with the Local Government Act 1995 section 3.57 is required in the issuing and tendering of contracts.

**RELEVANT PLANS AND POLICIES**

The City's purchasing, tender selection criteria, occupational health and safety and engineering technical standards and specifications, were all relevant to this tender and have been adhered to in the process of requesting and evaluating tenders.

**FINANCIAL IMPLICATIONS**

The total budget for the Jetty Way Pedestrian Link Exposed Aggregate Concrete at Busselton Foreshore is $555,030 (Cost Centre C3151) however $49,506.64 is already committed. The pedestrian link also includes part of the Promenade (Cost Centre C3107) with a budget of $1,100,000.

Leeuwin Civil's submitted tender price is accommodated within the project budgets.

It is expected that any variations will be paid from the existing budget, authorised by the Superintendent.

**Long-term Financial Plan Implications**

**STRATEGIC COMMUNITY OBJECTIVES**

The installation of the Jetty Way Pedestrian Link Exposed Aggregate Concrete to the Busselton Foreshore Area is consistent with following the City of Busselton's Strategic Objectives:

2. Well planned, vibrant and active places;

2.3 Infrastructure assets are well maintained and responsibly managed to provide for future generations.

**RISK ASSESSMENT**

An assessment of the potential implications of implementing the Officer's recommendation has been undertaken using the City's risk assessment framework. The assessment sought to identify 'downside' risks only rather than 'upside' risks and where the risk, following implementation of controls has been identified as medium or greater are included below.

| *Risk* | *Controls* | *Consequence* | *Likelihood* | *Risk Level* |
|---|---|---|---|---|
| Delay of materials from a third party and services supplied by a sub-contractor. The worst impact would be a delay in materials delaying the completion of the project. | Early award to the contractor.<br>Included in the contract scope and project timeline. Delay would be at contractor's risk.<br>Liquidated damages may be imposed for delays that cause loss to the City. | Medium | Unlikely | Medium |
| The contractor fails to complete the installation by the end of December. | Weekly project meetings to monitor progress. Liquidated damages may be imposed for delays that cause loss to the City. | Medium | Possible | Medium |

| | | | | |
|---|---|---|---|---|
| The costs associated with the construction is over the Council endorsed budget due to variations to the contractors scope of work. | Tender contract terms & conditions; Regular project meetings to monitor progress and provision of a contingency budget. | Medium | Likely | Medium |
| The contractor fails to construct the infrastructure in accordance with the design. | The Contractor will be monitored to confirm that design is being adhered to at appropriate hold points. | High | Unlikely | Medium |
| The installed infrastructure fails to meet the requirements of the City's expectations. | The Contractor will be monitored to confirm that design is being adhered to at appropriate hold points. | High | Unlikely | High |

**CONSULTATION**

RFT14/16 was advertised in the West Australian newspaper on 2 July 2016; the Council for Community pages in the Busselton Dunsborough Mail editions on 8 July 2016; the City of Busselton tenders website page on Saturday 2 July 2016 and Public Notice Boards on Monday 4 July 2016. The closing date for submissions was 2 August 2016 at 2.00pm.

**OFFICER COMMENT**

The City issued Request for Tender documents to twenty-one (21) potential Respondents and received a total of three (3) submissions from; Leeuwin Civil, Dowsing Concrete and Dash Civil.

The tender assessment was carried out by a tender review panel consisting of Chris Shaw - Project Coordinator (Panel Chair), Martyn Glover – Executive Director, and Cobus Botha – Legal Services Coordinator. A copy of all documentation was provided to each member of the tender review panel for assessment.

As part of the tender evaluation process an initial compliance check was conducted to identify submissions that were non-conforming with the immediate requirements of the RFT. This included compliance with contractual requirements and the provision of requested information. All tender submissions were found to be compliant with the specified requirements.

The tender required applicants to address the specified qualitative and quantitative criteria, and complete a pricing schedule for the contract.

The qualitative criteria assessed and weightings applied were as follows:

- Relevant Experience 25%
- Key Personnel Skills and Experience 5%
- Tenderer's Resources 5%
- Demonstrated Understanding 5%

The Tendered price was given a weighting of 60%.

The preferred tenderer has been recommended on the basis of a complete tender evaluation in accordance with the above.

The attached confidential Tender Evaluation and Recommendation report (Attachment B) provides the detailed evaluation outcome.

In Summary, the final ranking demonstrated that the tender from Leeuwin Civil Pty Ltd represents the best value for money option for the City

**CONCLUSION**

The tender evaluation panel has completed their assessment in line with the City's tender process and Officers now recommend the Council award Busselton Foreshore Development: Jetty Way Pedestrian Link Exposed Aggregate Concrete to Leeuwin Civil Pty Ltd.

**OPTIONS**

The Council may consider the following alternate options:

1. The Council chooses not to accept the Officers Recommendation and award the Tender to an alternative tenderer. In the view of the Officer's this could result in a Tender being awarded to a tenderer that has not presented the "best value" for money offer.

2. The Council may choose not to accept the Officers Recommendation and 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 development of the Busselton Foreshore.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

The award of the tender can be made immediately after the Council has endorsed the Officer's recommendation. Subject to finalisation of a number of administrative requirements, the successful tenderer will receive formal written notification within seven (7) days of the resolution. All unsuccessful tender applicants will also be notified at this time.

**OFFICER RECOMMENDATION**

**ABSOLUTE MAJORITY DECISION OF COUNCIL REQUIRED**

That the Council:

1. Endorses the outcomes of the evaluation panel's assessment in relation to Tender RFT14/16 for Busselton Foreshore Development: Jetty Way Pedestrian Link Exposed Aggregate Concrete which has resulted in the tender submitted by Leeuwin Civil Pty Ltd being ranked as the best value for money.

2. Delegate authority to the CEO to award the contract for Tender RFT14/16 to Leeuwin Civil Pty Ltd, subject to negotiations over the final price sum.



15.2 AWARD OF TENDER RFT 12/16 SUPPLY AND INSTALLATION OF OFFICE LOOSE FURNITURE ITEMS TO THE CITY OF BUSSELTON ADMINISTRATION AND CIVIC BUILDING

| | |
|---|---|
| **SUBJECT INDEX:** | Busselton Administration and Civic Building |
| **STRATEGIC OBJECTIVE:** | An organisation that is managed effectively and achieves positive outcomes for the community. |
| **BUSINESS UNIT:** | Major Projects |
| **ACTIVITY UNIT:** | Major Projects |
| **REPORTING OFFICER:** | Executive Director - Martyn Glover |
| **AUTHORISING OFFICER:** | Chief Executive Officer - Mike Archer |
| **VOTING REQUIREMENT:** | Absolute Majority |
| **ATTACHMENTS:** | Nil |

**Attachment A is confidential under Section 5.23 - 2(c) of the Local Government Act 1995 in that it deals with "a contract entered into or which may be entered into, by the local government". Copies have been provided to Councillors, the Chief Executive Officer and Directors Only.**

**PRÉCIS**

The Council is requested to consider the tenders received in response to Request for Tender RFT12/16 for Supply and installation of Office Loose Furniture Items to the City of Busselton Administration and Civic Building. The tender has now closed and tender submissions have been received and evaluated. This report summarises the submissions received and recommends that Council awards RFT12/16 in part to Burgtec Australasia Pty Ltd, Castledex Pty Ltd, Design Farm (Australia) Pty Ltd, Haworth Australia, Innerspace Commercial Interiors Pty Ltd and UCI in accordance with the tender evaluation panel recommendation.

**BACKGROUND**

The City of Busselton's 2016/17 Capital Works Program includes provision for the supply and installation of office loose furniture to the new Administration and Civic Building in Southern Drive. The loose furniture tender includes all chairs, sofas, ottomans, tables and storage units for the building including the function room.

The tender was developed to accommodate the interior designer's specifications while still ensuring a competitive environment was maintained. The tender was split into five separable portions with the ability for prospective tenderers to bid compliant and alternative tenders.

**STATUTORY ENVIRONMENT**

Section 3.57 of Local Government Act 1995 requires "A local government to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods and services".

Part 4 (Tenders) of the Local Government (Functions and General) Regulations 1996 require that tenders be publicly invited for such contracts where the estimated cost of providing the total service exceeds $150,000.

Compliance with the Local Government Act 1995 section 3.57 is required in the issuing and tendering of contracts.

**RELEVANT PLANS AND POLICIES**

The City's purchasing, tender selection criteria, occupational health and safety and engineering technical standards and specifications, were all relevant to this tender and have been adhered to in the process of requesting and evaluating tenders.

**FINANCIAL IMPLICATIONS**

The total budget for the Supply and installation of Office Loose Furniture Items to the City of Busselton Administration and Civic Building is $598,544.

The recommended total tender price is marginally over budget due to an increase in the required tambour units (100 to 135) and changes to some table veneers, however the Work Station tender provided a saving which will ensure the total furniture expenditure is under budget.

**Long-term Financial Plan Implications**

Nil

**STRATEGIC COMMUNITY OBJECTIVES**

The supply and installation of Office Loose Furniture Items to the City of Busselton Administration and Civic Building is consistent with following the City of Busselton's Strategic Objectives:

6. Open and Collaborative Leadership;

6.3 An organisation that is managed effectively and achieves positive outcomes for the community.

**RISK ASSESSMENT**

| *Risk* | *Controls* | *Consequence* | *Likelihood* | *Risk Level* |
|---|---|---|---|---|
| Delay of delivery of loose furniture. | Early award to the contractor.<br>Delay would be at contractor's risk.<br>Liquidated damages may be imposed for delays that cause loss to the City. | Medium | Unlikely | Medium |
| The furniture does not fit into its prescribed location. | All of the furniture is in compliance with the direction of the interior decorating consultant. | Medium | Unlikely | Medium |
| The Task Chairs are not ergonomically appropriate. | An in-house review of the Task chairs by a group of ten staff with roles them require them to be seated for most of the day, has identified the most suitable chair. | Medium | Unlikely | Medium |

**CONSULTATION**

RFT12/16 was advertised in the West Australian newspaper on 25 June and 2 July 2016; the Council for Community pages in the Busselton Dunsborough Mail editions on 29 June and 6 July 2016; the City of Busselton tenders website page on Saturday 25 June 2016 and Public Notice Boards on Monday 27 June 2016. The closing date for submissions was 12 July 2016 at 2.00pm.

**OFFICER COMMENT**

The loose furniture within the City of Busselton's new Administration and Civic Building has been selected in accordance with recommendations by the City's interior decorating consultant, MKDC. The furniture is designed to complement the fixed furniture, wall and window treatments within the building as part of the overall interior design.

The tender process (a single tender with separable portions) has been designed to ensure there is a competitive environment while still achieving the internal design concept. This has been done by listing MKDC's original nominated loose furniture as part of the complying tender and offering the option for alternative tenders.

Since the original budget was proposed there have been a few changes to the loose furniture including a change in some of the wooden table veneers to a Tasmanian Blackwood and an additional 35 Tambour Units (cupboards). The tender also included the chairs and tables for the Function Room.

As part of the tender evaluation process an initial compliance check was conducted to identify submissions that were non-conforming with the immediate requirements of the RFT. This included compliance with contractual requirements and the provision of requested information. All tender submissions were found to be compliant with the specified requirements.

The tender required applicants to address the specified qualitative and quantitative criteria, and complete a pricing schedule for the contract.

The qualitative criteria assessed and weightings applied were as follows:

- Relevant Experience 20%
- Key Personnel Skills and Experience 5%
- Tenderer's Resources 5%
- Demonstrated Understanding 20%

The Tendered price was given a weighting of 50%.

The qualitative and quantitative evaluation is included in the confidential attachment (Attachment B). The quantitative evaluation recognises that in some cases the lowest price items could not be considered because they did not comply with the approved concept. They were however considered with the more common furniture such as the task chairs, function room chairs and tables, tambour units and sofas included in the alternative tenders. Furthermore, no single tenderer was able to supply all of the loose furniture that complied with the concept and provided an attractive solution for the City, consequently the tender is awarded in part to six different tenderers.

The tender assessment was carried out by a tender review panel consisting of Martyn Glover – Executive Director (Panel Chair), Paul Crewe – Manager, Major Projects, and Sarah Pierson – Manager Corporate Services. A copy of all documentation was provided to each member of the tender review panel for assessment.

The preferred tenderers have been recommended on the basis of a complete tender evaluation in accordance with the above.

All of the recommended loose furniture has been approved by MKDC.

**CONCLUSION**

The tender evaluation panel has completed their assessment in line with the City's tender process and Officers now recommend the Council award the Supply and installation of Office Loose Furniture Items to the City of Busselton Administration and Civic Building which has resulted in the tender submitted in part by Burgtec Australasia Pty Ltd, Castledex Pty Ltd, Design Farm (Australia) Pty Ltd, Haworth Australia, Innerspace Commercial Interiors Pty Ltd and UCI.

**OPTIONS**

The Council may consider the following alternate options:

1. The Council chooses not to accept the Officers Recommendation and award the Tender to an alternative tenderer/s. In the view of the Officer's this could result in a Tender being awarded to a tenderer that has not presented the "best value" for money offer in compliance with the approved interior design.

2. The Council may choose not to accept the Officers Recommendation and 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 transfer of staff to the new Administration Building.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

The award of the tender can be made immediately after the Council has endorsed the Officer's recommendation. Subject to finalisation of a number of administrative requirements, the successful tenderer will receive formal written notification within seven (7) days of the resolution. All unsuccessful tender applicants will also be notified at this time.

**OFFICER RECOMMENDATION**

**ABSOLUTE MAJORITY DECISION OF COUNCIL REQUIRED**

That the Council:

1. Endorses the outcomes of the evaluation panel's assessment in relation to Tender RFT12/16 for Supply and installation of Office Loose Furniture Items to the City of Busselton Administration and Civic Building which has resulted in the tender submitted in part by Burgtec Australasia Pty Ltd, Castledex Pty Ltd, Design Farm (Australia) Pty Ltd, Haworth Australia, Innerspace Commercial Interiors Pty Ltd and UCI being ranked as the best value for money and in accordance with the concept interior design.

2. Delegate authority to the CEO to award the contract for Tender RFT12/16 to Burgtec Australasia Pty Ltd, Castledex Pty Ltd, Design Farm (Australia) Pty Ltd, Haworth Australia, Innerspace Commercial Interiors Pty Ltd and UCI, subject to negotiations over the final price sum.

15.3 COUNCILLORS' INFORMATION BULLETIN

| | |
|---|---|
| **SUBJECT INDEX:** | Councillors' Information |
| **STRATEGIC OBJECTIVE:** | Governance systems that deliver responsible, ethical and accountable decision-making. |
| **BUSINESS UNIT:** | Executive Services |
| **ACTIVITY UNIT:** | Governance Services |
| **REPORTING OFFICER:** | Reporting Officers - Various |
| **AUTHORISING OFFICER:** | Chief Executive Officer - Mike Archer |
| **VOTING REQUIREMENT:** | Simple Majority |
| **ATTACHMENTS:** | Attachment A Planning Applications Received 1 August - 15 August<br>Attachment B Planning Applications Determined 1 August - 15 August<br>Attachment C State Administrative Tribunal Appeals as at 24 August<br>Attachment D Disability Services Commission - DAIP Progress Report<br>Attachment E Australian Bureau of Statistics - Still time to Complete your Census |

**PRÉCIS**

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**

**15.3.1 Planning and Development Statistics**

Attachment A is a report detailing all Planning Applications received by the City between 1 August, 2016 and 15 August, 2016. 40 formal applications were received during this period.

Attachment B is a report detailing all Planning Applications determined by the City between 1 August, 2016 and 15 August, 2016. A total of 38 applications (including subdivision referrals) were determined by the City during this period with 35 approved / supported and 3 refused.

**15.3.2 State Administrative Tribunal (SAT) Appeals**

Attachment C is a list showing the current status of State Administrative Tribunal Appeals involving the City of Busselton as at 24 August 2016.

**15.3.3 Local Planning Scheme Notices**

LOCAL PLANNING SCHEME NO. 21

**Scheme Amendment No. 17**

Amendment 17 to the Local Planning Scheme No 21 was gazetted on the 19 August, 2016 for the purpose of:

1. Zoning portion Lot 2761 Commonage Road, Quindalup from Public Purpose Reserve (Drain) to Agriculture.

2. Amending Schedule 3 – Special Provision Areas of the Scheme Text to include the subject land within the Schedule as follows:

| No | Particulars of Land | Zone | Special Provisions |
|---|---|---|---|
| SP60 | Lot 2761 (Vol 2214 & Folio 197) Commonage Road, Quindalup **(Amendment No.17 – GG 19 August 2016)** | Agriculture | 1. That Council may approve the use of up to, but not more than, 15% of caravan sites developed on-site with no restriction on length of stay restrictions to no more than 3 months in any 12 month period<br>2. The caravan sites provided for use on an unrestricted length of stay basis shall be proportionate to the total number of short-stay caravan sites developed at any given time.<br>3. Upon Gazettal of Scheme Amendment No.17, sites to be utilised on an "unrestricted length of stay" basis are to be clearly identified by lodgement and approval of an application for planning approval. |

**15.3.4 Disability Services Commission – Disability Access and Inclusion Plan Progress Report**

Correspondence has been received from the Disability Services Commission and is available to view in Attachment D.

**15.3.5 Australian Bureau of Statistics – Still time to Complete your Census**

Correspondence has been received from the Australian Bureau of Statistics and is available to view in attachment E.

**OFFICER RECOMMENDATION**

That the items from the Councillors' Information Bulletin be noted:

- 15.3.1 Planning and Development Statistics
- 15.3.2 State Administrative Tribunal (SAT) Appeals
- 15.3.3 Local Planning Scheme Notices
- 15.3.4 Disability Services Commission – Disability Access and Inclusion Plan Progress Report
- 15.3.5 Australian Bureau of Statistics – Still time to Complete your Census

## Applications Received (Deemed Complete) Report

| Application Number | Description | Primary Property Address | Primary Property Legal Desc | Date Application Deemed Complete | Estimated Cost | Primary Property Owners | Applicant Name | Clock Days |
|---|---|---|---|---|---|---|---|---|
| **Development Applications** | | | | | | | | |
| DA16/0483 | SINGLE HOUSE (PATIO ADDITION IN LANDSCAPE VALUE AND COASTAL MANAGEMENT AREA) | 580 Caves Road~MARYBROOK WA 6280 | Lot 802 PLAN 62564 | 9/08/2016 | 10500 | Jill Robin Perry | Cape Shades | 41 |
| DA16/0485 | GROUPED DWELLING (PATIO ADDITION IN SPECIAL CHARACTER AREA) | 1/8 Pine Court~QUINDALUP WA 6281 | Lot 1 STPLN 7180 | 10/08/2016 | 4000 | Craig Bernard Knight & Celeste Petz Kerkhofs | Cape Shades | 41 |
| DA16/0561 | SIGNAGE (LED SIGN) | 2 Hawker Approach~YALYALUP WA 6280 | Lot 1 PLAN 35179 | 2/08/2016 | 73000 | Anglican Schools Commission Incorporated | Anglican Schools Commission Incorporated | 29 |
| DA16/0528 | INDUSTRIAL - UNITS (3) | 10 Trumper Drive~BUSSELTON WA 6280 | Lot 157 PLAN 20856 | 2/08/2016 | 550000 | Robert Tagnelo | Bolly Prior Pro Living | 44 |
| DA16/0525 | EXTRACTIVE INDUSTRY (SAND) | 420 Ludlow-Hithergreen Road~YARLOOP WA 6280 | Lot 10 PLAN 38074 | 2/08/2016 | 1 | Mark Evan Roberts | Lorette Lea Piggott, Mervyn Ronald Piggott | 35 |
| DA16/0527 | SINGLE HOUSE (REDUCED SIDE SETBACK) | 24 Everlasting Crescent~AMBERGATE WA 6280 | Lot 57 PLAN 69014 | 8/08/2016 | 450000 | Nadine Ann Knight & Jamie Alfred Knight | Nadine Ann Knight, Jamie Alfred Knight | 38 |
| DA16/0533 | SINGLE HOUSE (VEHICLE ACCESS) | 43 Paterson Drive~YALYALUP WA 6280 | Lot 62 PLAN 401832 | 5/08/2016 | 225770 | Ashley Daniel Sidney & Samantha Louise Grigg | Home Group WA South West Pty Ltd | 23 |
| DA16/0536 | MODIFIED BUILDING ENVELOPE & OUTBUILDING IN LANDSCAPE VALUE AREA | 40 Cornerstone Way~QUEDJINUP WA 6281 | Lot 18 PLAN 74289 | 1/08/2016 | 9280 | Craig Stephen Evans | CPR Outdoor Centre | 25 |
| DA16/0541 | DISPLAY HOME (SIGNAGE) | 117 Bussell Highway~WEST BUSSELTON WA 6280 | Lot 83 DIAGRAM 35449 | 10/08/2016 | 6995 | BGC Residential Pty Ltd | BGC Residential Pty Ltd | 38 |
| DA16/0544 | EXTRACTIVE INDUSTRY (SAND) | 304 Yoongarillup Road~SABINA RIVER WA 6280 | Lot 62 PLAN 41778 | 3/08/2016 | 1 | Gregory Charles Carr & Colleen Maree Carr | BSO Development Consultants Pty Ltd | 37 |
| DA16/0545 | CHALET DEVELOPMENT (THREE (3) NEW CHALETS, CONVERT EXISTING SINGLE HOUSE TO CHALET, SINGLE HOUSE AND OUTBUILDING) | 9 James Road~YALLINGUP WA 6282 | Lot 15 PLAN 22202 | 4/08/2016 | 950000 | Bevan Cunningham | Craig Saunders | 7 |
| DA16/0556 | RECEPTION CENTRE | 8141 Bussell Highway~METRICUP WA 6280 | Lot 110 PLAN 40316 | 5/08/2016 | 1 | Global Wine Holdings Pty Ltd | Paul Fahie | 2 |
| DA16/0557 | RETAINING WALL (SPECIAL CHARACTER AREA) | 6 Dog Skeen Rise~EAGLE BAY WA 6281 | Lot 109 PLAN 18346 | 5/08/2016 | 40000 | Jason William Dawkins & Luciana Francesca Dawkins | Jason William Dawkins | 22 |
| DA16/0562 | HOLIDAY HOME (SINGLE HOUSE) 8 PEOPLE | 18 Peaker Court~WEST BUSSELTON WA 6280 | Lot 23 PLAN 10211 | 5/08/2016 | 0 | Ashley Thomas Hoddell & Sheronie Hoddell | Ashley Thomas Hoddell, Sheronie Hoddell | 6 |
| DA16/0564 | HOLIDAY HOME (GROUPED DWELLING) - 6 PEOPLE | 13 Davies Way~BROADWATER WA 6280 | Lot 1 STPLN 49419 | 8/08/2016 | 0 | James Mclean Purves & Mary Plunkett Purves | James Mclean Purves, Mary Plunkett Purves | 31 |
| DA16/0567 | CHALET (CARPORT & STORAGE SHED IN LANDSCAPE VALUE AREA) | 19/29 Marrinup Drive~YALLINGUP WA 6282 | Lot 19 SSPLN 39092 | 11/08/2016 | 28000 | Shelley Marie Guy & Mark Balinski | Shelley Marie Guy, Mark Balinski | 11 |
| DA16/0568 | SINGLE HOUSE (PATIO AND CARPORT WITH REDUCED SIDE SETBACK) | 8 Reynolds Street~WEST BUSSELTON WA 6280 | Lot 1 SSPLN 73304 | 10/08/2016 | 9800 | Henia-Taiwenahata Heke & Lucy Kate Heke | Mick Strange Carpentry | 16 |
| DA16/0570 | OUTBUILDING (WATER TANK AND OVER-HEIGHT / OVERSIZED OUTBUILDING IN LANDSCAPE VALUE AREA) | 25 O'Byrne Road~QUINDALUP WA 6281 | Lot 201 PLAN 406421 | 9/08/2016 | 17000 | Luke Mohan Orwin | Luke Mohan Orwin | 29 |
| DA16/0572 | OUTBUILDING (OVER-HEIGHT OUTBUILDING WITH REDUCED SETBACK) | 53 Percy Avenue~DUNSBOROUGH WA 6281 | Lot 287 PLAN 12170 | 12/08/2016 | 15000 | Murray Robert Wharton & Jo-Ann Marie Wharton | Resonate Homes | 12 |
| DA16/0573 | WINERY (OUTBUILDING, WATER TANK AND STAFF FACILITIES) | 1807 Caves Road~YALLINGUP WA 6282 | Lot 1 SSPLN 32218 | 5/08/2016 | 110000 | Cedarfield Holdings Pty Ltd & Timothy Simon Hopkins | Zorzal Pty Ltd | 13 |
| DA16/0574 | SINGLE HOUSE (REDUCED PRIMARY STREET SETBACK) | 12 Oceanlarook Close~DUNSBOROUGH WA 6281 | Lot 221 PLAN 21526 | 1/08/2016 | 300000 | Aldo Laurence Werjutina | Aldo Laurence Werjutina | 0 |
| DA16/0575 | SINGLE HOUSE (ADDITIONS / ALTERATIONS TO EXISTING SINGLE HOUSE AND OUTBUILDING IN A LANDSCAPE VALUE AREA) | 2633 Caves Road~YALLINGUP WA 6282 | Lot 2 DIAGRAM 25194 | 12/08/2016 | 400000 | Gregory John Higham & Joan Vivienne Higham | Greg Davies Architects | 13 |
| DA16/0576 | SINGLE HOUSE (FENCE WITHIN PRIMARY STREET SETBACK AREA) | 139 Bussell Highway~WEST BUSSELTON WA 6280 | Lot 93 DIAGRAM 23828 | 5/08/2016 | 7000 | Mark Leslie Dust & Angela Jane Spegg | Mark Leslie Dust | 10 |
| DA16/0578 | HOLIDAY HOME (SINGLE HOUSE) 6 PEOPLE | 4 Meylan Way~DIGGERS WA 6280 | Lot 91 PLAN 10080 | 8/08/2016 | 0 | Denise Annette Gibb | Denise Annette Gibb | 7 |
| DA16/0579 | EXTRACTIVE INDUSTRY (SAND) | 545 Gale Road~MALOORUP WA 6280 | Lot 1 DIAGRAM 54810 | 9/08/2016 | 1 | Stewart Pty Ltd | Stewart Pty Ltd | 16 |
| DA16/0580 | PARKING A COMMERCIAL VEHICLE IN A RESIDENTIAL ZONE | 4 Mill Road~WEST BUSSELTON WA 6280 | Lot 13 DIAGRAM 34011 | 9/08/2016 | 1 | John Pattison & Suzanne Marie Rose Pattison | John Pattison, Suzanne Marie Rose Pattison | 58 |
| DA16/0584 | R-CODES (NON PERMEABLE FENCING) | 2 Mill Road~WEST BUSSELTON WA 6280 | Lot 2 SSPLN 51791 | 5/08/2016 | 5000 | Alexander Ross Eades & Paula Eades | Alexander Ross Eades, Paula Eades | 3 |
| DA16/0586 | SINGLE HOUSE (SINGLE HOUSE WITH REDUCED SETBACK IN LANDSCAPE VALUE AREA) | 58 Ballard Loop~DUNSBOROUGH WA 6281 | Lot 15 PLAN 405466 | 5/08/2016 | 475000 | Matthew Peter Brewer | Matthew Cp Edwards Green Construct Pty Ltd | 0 |
| DA16/0588 | RELOCATED BUILDING ENVELOPE | 53 Seascape Rise~YALLINGUP WA 6282 | Lot 215 PLAN 75099 | 8/08/2016 | 0 | Yallrise Enterprises Pty Ltd | AK Homes Construction | 15 |
| DA16/0589 | GROUP DWELLING (PATIO & GARAGE ADDITION) | 1/8 Tolga Court~WEST BUSSELTON WA 6280 | Lot 2 STPLN 3508 | 12/08/2016 | 40000 | Richard Scott Taylor | Glen Walter Johnson | 0 |
| DA16/0590 | EXTRACTIVE INDUSTRY (SAND) | 130 Ludlow Park Road~WONNERUP WA 6280 | Lot 3 PLAN 3280 | 8/08/2016 | 1 | Estate Of Keith Montague Forrest | BSO Development Consultants Pty Ltd | 18 |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| DA16/0562 | SIX (6) GROUPED DWELLINGS | 16 Mellidonis Crescent~KEALY WA 6280 | Lot 1288 PLAN 408151 | 9/08/2016 | 1000000 | Sheringtee Investments Pty Ltd | Dale Alcock Homes South West Pty Ltd | 16 |
| DA16/0585 | SINGLE HOUSE | 24 Butterworth Springs Avenue~DUNSBOROUGH WA 6281 | Lot 882 PLAN 59468 | 10/08/2016 | 250000 | Marc Mackinnon | Marc Mackinnon | 8 |
| DA16/0588 | GROUPED DWELLING (new two storey dwelling) | 72 Geographe Bay Road~DUNSBOROUGH WA 6281 | Lot 6 DIAGRAM 94282 | 11/08/2016 | 880000 | Kevin Neil Rose, Elizabeth Ann Rose, Michelle Gahan Rose Devereux, Lee Geoffrey Devereux | Darren Bradley Kirkham | 13 |
| DA16/0602 | ANCILLARY ACCOMMODATION (OVERSIZED ANCILLARY DWELLING IN LANDSCAPE VALUE AREA) | 5 Glover Road~YALLINGUP SIDING WA 6282 | Lot 71 PLAN 20531 | 10/08/2016 | 750000 | Jeremy Noel Hill & Catherine Frances Hill | Jeery Hill Architects Pty Ltd | 16 |
| DA16/0603 | SINGLE HOUSE WITH RELOCATED BUILDING ENVELOPE IN A LANDSCAPE VALUE AREA | 50 Woodbridge Vale~YALLINGUP SIDING WA 6282 | Lot 39 PLAN 18684 | 12/08/2016 | 423253.36 | Jonathan Julian Miller & Chantelle Marie Judge | Chantelle Marie Judge, Jonathan Julian Miller | 10 |
| DA16/0604 | CARPORT (PORT GEOGRAPHE DEVELOPMENT AREA) | 6 Pebble Drive~GEOGRAPHE WA 6280 | Lot 240 PLAN 21424 | 12/08/2016 | 1000 | Thomas Herbert Sewell & Pamela Margaret Sewell | Thomas Herbert Sewell, Pamela Margaret Sewell | 15 |
| DA16/0611 | RECEPTION CENTRE (Prohibited Land Use) | 15 Atherden Court~QUEDJINUP WA 6281 | Lot 66 PLAN 21148 | 11/08/2016 | 1 | Kingscre Pty Ltd | Benjamin Geoffrey Pothick, Susan Pamela Margaret Pothick | 0 |
| DA16/0613 | HOLIDAY HOME (SINGLE HOUSE) 12 PEOPLE | 7 Kestrel Street~EAGLE BAY WA 6281 | Lot 15 PLAN 12895 | 12/08/2016 | 1 | Crystal Lakes Pty Ltd | Crystal Lakes Pty Ltd | 0 |
| WAPC16/0038 | Subdivision - 2 x Lots (11.71Ha - 117.52Ha) | 438 Vasse-Yallingup Siding Road~MARYBROOK WA 6280 | Lot 101 PLAN 63878 | 2/08/2016 | 0 | Vaughan James Carter | Tim Kenovski | 24 |

## Applications Determined Report

| Application Number | Description | Primary Property Address | Primary Property Legal Desc | Applic Determined Date | Application Determined Result | Decision | Clock Days | Estimated Cost | Primary Property Owners | Applicant Name |
|---|---|---|---|---|---|---|---|---|---|---|
| **Development Applications** | | | | | | | | | | |
| DA16/0478 | Proposed Redevelopment/Change of Use | 5858 Bussell Highway~ABBEY WA 6280 | Lot 11 DIAGRAM 83241 | 9/08/2016 | Approved | Approved | 69 | 3300000 | Peter Walsh Pty Ltd | Custom Residential Design |
| DA16/0561 | Extractive Industry (sand - approximately 9 hectares) | 1958 Cowes Road~NATURALISTE WA 6281 | Lot 61 PLAN 23969 | 8/08/2016 | Approved | Approved | 218 | 30000 | Perry Joseph Coleman & Jill Annette Coleman | Perry Joseph Coleman, Jill Annette Coleman |
| DA16/0246 | Holiday Home (Grouped Dwelling) 6 occupants | 2/11 Earnshaw Road~WEST BUSSELTON WA 6280 | Lot 2 SSPLN 20981 | 4/08/2016 | Approved | Approved | 14 | 0 | Sharon Nicole Forbes & Justin James Lawrence Forbes | Sharon Nicole Forbes, Justin James Lawrence Forbes |
| DA16/0273 | Holiday Home (Single Dwelling - non-preferred area) 6 Persons | 67 Lindsay Drive~YALYALUP WA 6280 | Lot 232 PLAN 41628 | 4/08/2016 | Approved | Approved | 116 | 0 | John Franklin Triplett & Suellen Maree Triplett | John Franklin Triplett, Suellen Maree Triplett |
| DA16/0312 | Extractive Industry (Sand) | 455 Kaloorup Road~YANSE WA 6280 | Lot 1 DIAGRAM 73157 | 9/08/2016 | Approved | Approved | 102 | 1 | Graham Thomas Stewart | BCP Materials Pty Ltd |
| DA16/0388 | Site Works, Retaining and Deck (Landscape Value Area) | 26A Ella Gladstone Drive~EAGLE BAY WA 6281 | Lot 612 PLAN 62210 | 9/08/2016 | Refused | Refused | 5 | 50000 | Prosperity Equity Pty LtdATF JMSEB Trust | Evan James Williams |
| DA16/0389 | Site Works, Retaining Walls and Access Gate (Landscape Value Area) | 26 Ella Gladstone Drive~EAGLE BAY WA 6281 | Lot 611 PLAN 62210 | 8/08/2016 | Refused | Refused | 93 | 30000 | Prosperity Equity Pty LtdATF JMSEB Trust | Evan James Williams |
| DA16/0417 | SINGLE HOUSE (PORT GEOGRAPHE DEVELOPMENT AREA) | 9 Waterline View~GEOGRAPHE WA 6280 | Lot 55 PLAN 57392 | 10/08/2016 | Approved | Approved | 72 | 340838.84 | Antonio Papasergio & Wendy Ann Papasergio | WA Country Builders Pty Ltd - Busselton |
| DA16/0432 | Three (3) Grouped Dwellings | 147 Duke Street~BUSSELTON WA 6280 | Lot 20 DIAGRAM 21749 | 1/08/2016 | Approved | Approved | 47 | 555000 | Cornelis Bentelaars & Kathryn Mary Bentelaars | WA Country Builders Pty Ltd - Busselton |
| DA16/0434 | Single House to include a Reduced Rear Setback (including a parapet wall) | 524 Geographe Bay Road~ABBEY WA 6280 | Lot 95 PLAN 9606 | 9/08/2016 | Approved | Approved | 62 | 380000 | Pauline Anne Kendall | Angela Kartsiaulis |
| DA16/0449 | Single House with reduced setback (Port Geographe Development Area) | 12 Keel Retreat~GEOGRAPHE WA 6280 | Lot 565 PLAN 22450 | 1/08/2016 | Approved | Approved | 48 | 440539.1 | Darren Jeffery Smith & Tanya Marie May | Tangent Nominees Pty Ltd |
| DA16/0451 | Single House (Landscape Value Area) | 39 House Glen~YALLINGUP WA 6282 | Lot 60 PLAN 38575 | 1/08/2016 | Approved | Approved | 48 | 340000 | Kevin Patrick Singer & Barbara Jennifer Singer | Kevin Patrick Singer, Barbara Jennifer Singer |
| DA16/0454 | Single House Masonry Fence (Port Geographe Development Area) | 27 Windward Green~GEOGRAPHE WA 6280 | Lot 104 PLAN 59251 | 1/08/2016 | Approved | Approved | 13 | 8000 | Michelle Kornan & Joshua James Renner | Joshua James Renner, Michelle Kornan |
| DA16/0465 | RECREATION FACILITY (REHABILITATION, CHRONIC DISEASE MANAGEMENT, PERSONAL TRAINING AND GROUP FITNESS) | 16 Oakmont Crescent~DUNSBOROUGH WA 6281 | Lot 442 PLAN 39532 | 5/08/2016 | Refused | Refused | 35 | 0 | Drew David Hoar & Rebecca Louise Hoar | Drew David Hoar |
| DA16/0469 | RESTAURANT | 61 Hairpin Road~NORTH JINDONG WA 6280 | Lot 109 PLAN 73361 | 1/08/2016 | Approved | Approved | 31 | 1 | Naturaliste Vintners Pty Ltd | Naturaliste Vintners Pty Ltd |
| DA16/0474 | CARPORT/PATIO (REDUCED REAR AND SIDE SETBACKS) | 48 Hakea Way~DUNSBOROUGH WA 6281 | Lot 159 DIAGRAM 87973 | 9/08/2016 | Approved | Approved | 37 | 9000 | Jane Sandrasik-Polain & Matthew James Polain | Cleverley Done Patios |
| DA16/0478 | CHANGE OF USE (BED & BREAKFAST, CONVERT EXISTING OUTBUILDING TO ANCILLARY ACCOMMODATION AND COTTAGE INDUSTRY) | 1 Moriarty Place~YALLINGUP WA 6282 | Lot 35 PLAN 23027 | 9/08/2016 | Approved | Approved | 44 | 9000 | Andrew Geoffrey Macnish | Andrew Geoffrey Macnish |
| DA16/0480 | GROUPED DWELLING | 15/1 St Michaels Parkway~DUNSBOROUGH WA 6281 | Lot 14 SSPLN 56939 | 1/08/2016 | Approved | Approved | 35 | 167325 | Reid Henderson | Dale Alcock Homes South West Pty Ltd |
| DA16/0483 | SINGLE HOUSE (PATIO ADDITION IN LANDSCAPE VALUE AND COASTAL MANAGEMENT AREA) | 160 Caves Road~MARYBROOK WA 6280 | Lot 802 PLAN 62564 | 10/08/2016 | Approved | Approved | 43 | 10500 | Jill Robin Perry | Cape Shades |
| DA16/0485 | GROUPED DWELLING (PATIO ADDITION IN SPECIAL CHARACTER AREA) | 1/8 Pine Court~QUINDALUP WA 6281 | Lot 1 STPLN 7180 | 10/08/2016 | Approved | Approved | 43 | 4000 | Craig Bernard Knight & Celeste Pela Karkhaneh | Cape Shades |
| DA16/0486 | OUTBUILDING (REDUCED SETBACK) | 13 Gashawk Way~KINGE WA 6280 | Lot 37 PLAN 74993 | 1/08/2016 | Approved | Approved | 32 | 19850 | Darren Shayne Gordon & Mirella Immacolata Gordon | CPR Outdoor Centre |
| DA16/0494 | OUTBUILDING (OVERSIZED OUTBUILDING IN LANDSCAPE VALUE AREA) | 18 Sloan Drive~DUNSBOROUGH WA 6281 | Lot 76 PLAN 20473 | 8/08/2016 | Approved | Approved | 27 | 20000 | Robert Jonathon Drake Blechynden | Busselton Sheds Plus |
| DA16/0496 | OUTBUILDING (REDUCED SETBACK) | 33 Jabiru Place~GEOGRAPHE WA 6280 | Lot 427 PLAN 21656 | 1/08/2016 | Approved | Approved | 20 | 13379 | Julie Doyle Sultze & Noel James Sultze | Outdoor World Cape to Cape |
| DA16/0497 | SINGLE HOUSE (REDUCED SETBACK IN OLD DUNSBOROUGH SPECIAL CHARACTER AREA) | 10 Adelaide Road~DUNSBOROUGH WA 6281 | Lot 29 PLAN 6016 | 9/08/2016 | Approved | Approved | 37 | 600000 | Adrian Orchard Pty Ltd | CSA Craig Steere Architects |
| DA16/0498 | HOLIDAY HOME (SINGLE HOUSE) 8 PERSONS | 7 Windermere Drive~DUNSBOROUGH WA 6281 | Lot 83 PLAN 18689 | 9/08/2016 | Approved | Approved | 0 | 0 | Lisa Margaret Benson, Ryan James Benson, Linda Elizabeth DeMasson | Ryan James Benson |
| DA16/0505 | BULK EARTHWORKS AND SITE SURCHARGING | Layman Road~GEOGRAPHE WA 6280 | Lot 9507 PLAN 55211 | 8/08/2016 | Approved | Approved | 20 | 3778200 | Aigle Geographe Pty Ltd | Aigle Geographe Pty Ltd, Talesc Pty Ltd |
| DA16/0517 | SINGLE HOUSE (ADDITIONS AND ALTERATIONS IN A SPECIAL CHARACTER AREA) | 20 Hammond Road~YALLINGUP WA 6282 | Lot 45 PLAN 8007 | 11/08/2016 | Approved | Approved | 28 | 80000 | John Wyborn Seabrook | TR MacKinnon & Company |
| DA16/0519 | HOLIDAY HOME (SINGLE HOUSE) 10 PEOPLE | 27 King Street~WEST BUSSELTON WA 6280 | Lot 1 SSPLN 59676 | 8/08/2016 | Approved | Approved | 28 | 0 | Bruce Real Property Investments Pty Ltd | Bruce Real Property Investments Pty Ltd |
| DA16/0520 | OUTBUILDING (OVER-HEIGHT OUTBUILDING IN PORT GEOGRAPHE DEVELOPMENT AREA) | 5 Cascarina Drive~GEOGRAPHE WA 6280 | Lot 423 PLAN 21786 | 5/08/2016 | Approved | Approved | 14 | 18500 | Joseph Damian Rolther & Kathleen Frances Rolther | Mick Bray Building |

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| DA16/0521 | TAKE AWAY FOOD OUTLET (REFURBISHMENT - "KFC") | 2 Bussell Highway~WEST BUSSELTON WA 6280 | Lot 102 DIAGRAM 87889 | 5/08/2016 | Approved | Approved | 28 | 472000 | Fennessy's Motors Pty Ltd | Oldfield Knott Architects |
| DA16/0533 | SINGLE HOUSE (VEHICLE ACCESS) | 49 Paterson Drive~YALYALUP WA 6280 | Lot 62 PLAN 401832 | 5/08/2016 | Approved | Approved | 23 | 225770 | Ashley Daniel Tierney & Samantha Louise Grigg | Home Group WA South West Pty Ltd |
| DA16/0534 | OUTBUILDING (OVER-HEIGHT) | 13 Amberley Loop~DUNSBOROUGH WA 6281 | Lot 91 PLAN 18242 | 10/08/2016 | Approved | Approved | 23 | 10000 | Sebastien Dules | Sebastien Dules |
| DA16/0562 | HOLIDAY HOME (SINGLE HOUSE) 8 PEOPLE | 18 Peaker Court~WEST BUSSELTON WA 6280 | Lot 21 PLAN 18211 | 11/08/2016 | Approved | Approved | 6 | 0 | Ashley Thomas Hoddell & Sheranie Hoddell | Ashley Thomas Hoddell, Sheranie Hoddell |
| DA16/0565 | LUNCH BAR | 10 Ponsford Chase~BUSSELTON WA 6280 | Lot 162 PLAN 22025 | 5/08/2016 | Approved | Approved | 2 | 8000 | Gregory Roland Christian, Linda Catherine Christian, Aerodene Holdings Pty Ltd, Bradley Glen Christian | Stragun Pty Ltd Trading as Forb Garden Centre |
| DA16/0576 | SINGLE HOUSE (FENCE WITHIN PRIMARY STREET SETBACK AREA) | 149 Bussell Highway~WEST BUSSELTON WA 6280 | Lot 55 DIAGRAM 25826 | 11/08/2016 | Approved | Approved | 10 | 7000 | Mark Leslie Dust & Angela Jane Sprigg | Mark Leslie Dust |
| DA16/0578 | HOLIDAY HOME (SINGLE HOUSE) 4 PEOPLE | 4 Moylan Way~GEOGRAPHE WA 6280 | Lot 31 PLAN 18080 | 8/08/2016 | Approved | Approved | 7 | 0 | Denise Annette Gibb | Denise Annette Gibb |
| DA16/0584 | R-CODES (NON PERMEABLE FENCING) | 2 Mill Road~WEST BUSSELTON WA 6280 | Lot 2 SSPLN 53791 | 5/08/2016 | Approved | Approved | 9 | 5000 | Alexander Ross Eades & Paula Eades | Alexander Ross Eades, Paula Eades |
| WAPC16/0026 | Survey Strata - 2 x Lots (469sqm - 588sqm) | 21 Fairbairn Road~BUSSELTON WA 6280 | Lot 37 PLAN 1707 | 4/08/2016 | Approve | Approved | 53 | 0 | Benjamin Ross Warner & Charmaine Melissa Pitts | Able Planning & Project Management |

(Note: All applications (excluding WAPC matters) are managed by the legal services section of Finance and Corporate Services in conjunction with the responsible officer below.)

*As at 24 August 2016*

| APPEAL (Name, No. and Shire File Reference) | DATE COMMENCED | DECISION APPEAL IS AGAINST | RESPONSIBLE OFFICER | STAGE COMPLETED | NEXT ACTION AND DATE OF ACTION AS PER SAT ORDERS | DATE COMPLETED / CLOSED |
|---|---|---|---|---|---|---|
| **Eichenberg vs City of Busselton** | December 2014 | Appeal against Section 214(2) and 214(3) Notices issued on 17 December 2014 for the removal of all illegal structures and cease the use of the land for raves and functions. | Jo Wilson/Paul Needham/Moshe Philips | Mediation on 20 November 2015 which resulted in following orders being made:<br>• Applicant to engage an accredited fire specialist to prepare a Bushfire Fire Management Plan.<br>• All notices have been stayed pending consideration of the BFMP.<br>• Applicant did not engage a specialist to undertake a BFMP as a result the matter has been listed for a Directions Hearing to set dates for a Formal Hearing.<br>• Directions Hearing on 6 May 2016, the applicant has been given 2 months to submit a planning application and FMP.<br>• A development application was received on 30 June 2016.<br>• Mediation on 12 July 2016 where it was agreed that an amended Development Application will be submitted by the 21 July 2016 and the current | • Statement of Issues, Facts and Contentions to be provided by the City by 20 September 2016; | |

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| | | | | development application will be withdrawn.<br>• An amended development application has not been received; as a result in accordance with the Orders the City will prepare a Statement of Issues, Facts and Contentions by 20 September 2016;<br>• The matter is listed for final Hearing on 26 October 2016. | | |
| **DCSC vs Southern JDAP** | January 2016 | Appeal against refusal of Development application | State Solicitors Office/Anthony Rowe/Paul Needham | • Parties to circulate documents categorising the land use within 14 days.<br>• Land use to be determined by SAT. | • State Solicitors Office have been awaiting a preliminary SAT decision since 8 April 2016. | |
| **Caves Caravan Park vs City of Busselton** | March 2016 | Appeal against Section 34(4) of the Caravan Parks and Camping Grounds Act 1995 and Section 214(2) notice for illegal structures and camping | Moshe Philips/Tanya Gillett/Anthony Rowe | • Directions hearing to commence proceedings and discuss way forward.<br>• Mediation hearing on 29 April 2016. The City is to prepare a report to Council in line with the Orders from SAT for the reconsideration of S.34 of the Caravan and Camping Grounds Act 1995.<br>• Directions hearing scheduled for 10 August 2016 where3 the applicant under Section 34(4) was withdrawn;<br>• By 7 September the City | • Directions hearing on 6 October 2016 | |

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| | | | | shall file a Statement of Issues, Facts and Contentions and Section 24 Bundle, by 3 October the City shall file a response to the Issues, Facts and Contentions as submitted by the applicant. | | |
| **Caves 1676 Pty Ltd v Western Australian Planning Commission and City of Busselton** | April 2016 | Appeal against the refusal of a survey-strata subdivision | State Solicitors Office/Joanna Wilson/Moshe Philips | • Mediation Hearing on 27 April 2016 to discuss the issue of whether the development approval which has expired had substantially commenced. The applicant is to submit evidence that the works have substantially commenced and the City and SSO is to form a view if they agree.<br>• Mediation on 7 June 2016, an agreement on substantial commencement could not be reached; the SSO and Tribunal have suggested that the City submit an intervention application to become a party to the proceedings.<br>• Intervention application has been submitted by the City.<br>• Directions hearing on 29 July 2016 it was decided that by 19 August 2016 parties must file agreed statement of facts; 2 | • After 16 September 2016, the Tribunal will decide whether a determination on the documents or an oral hearing will take place. | |

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| | | | | September 2016 the parties exchange written submissions and 16 September 2016 exchange written submission in response to the other parties' submission. | | |
| **Formas v Western Australian Planning Commission** | April 2016 | Appeal against the refusal of a three lot subdivision | State Solicitors Office/Joanna Wilson | • Mediation on 27 April 2016 to discuss the issue that the existing dwellings on site have existing development approvals and the applicant is arguing that as they have a purple title the subdivision could be approved.<br>• The parties could not agree in Mediation and the application has requested the matter goes to a Hearing.<br>• Directions Hearing on 2 June to set dates for a Hearing.<br>• Directions hearing on 5 August 2016, the applicant requested an extension on the hearing dates in order to organise a Flora Survey and additional bushfire management plans.<br>• City's expert witness statement submitted.<br>• Hearing set for 31 October 2016 for a duration of three days | • Hearing 31 October 2016 | |

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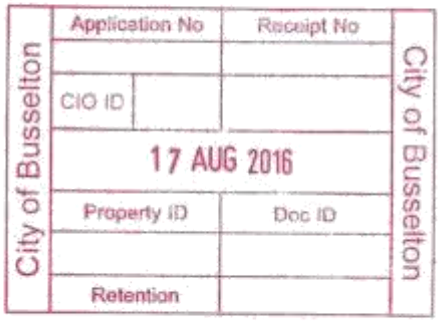
| **Credaro v City of Busselton** | June 2016 | Appeal against the refusal of an extension of time for an Extractive Industry | Anthony Rowe/Andrew Watts | • Directions hearing on 29 June 2016 to arrange date mediation;<br>• Mediation scheduled for 12 August 2016, Councillors/CEO and Mr Threadgold is invited to attend the mediation;<br>• The matter was adjourned to a further mediation on 5 September 2016 | • Mediation on 5 September 2016 | |
| **Kumar v City of Busselton** | May 2016 | Appeal against the refusal of a development application. | Tanya Gillett/Anthony Rowe | • Directions hearing on 22 June 2016 to arrange date for mediation;<br>• Mediation on 1 July 2016 where it was agreed that the matter be deferred subject to negotiations to find alternative locations for the applicant;<br>• Mediation on 22 July 2016 where it was agreed that the applicant lease kitchen facilities and an amended development approval will be issued restricting the shed for storage and washing by 6 September 2016. | • Directions hearing scheduled for 23 September 2016. | |
| **Realview Holdings v City of Busselton** | August 2016 | Appeal against the refusal of a development application. | Jo Wilson/Cobus Botha | • Directions Hearing on 2 September 2016 | | |

GOVERNMENT OF WESTERN AUSTRALIA

Disability Services Commission

Enquiries: Mark Kingston/Sue Henson
Telephone: 9426 9316 or 9426 9353




Mr Mike Archer
Chief Executive Officer
City of Busselton
Locked Bag 1
BUSSELTON WA 6280

Dear Mr Archer

Thank you for lodging your Disability Access and Inclusion Plan (DAIP) Progress Report for 2015–2016 with the Disability Services Commission.

The DAIP progress reports contribute to a yearly report on the implementation of DAIPs tabled by the Minister for Disability Services in both houses of Parliament. This report demonstrates the commitment the Western Australian public sector has made to access and inclusion, and showcases best practice examples to inspire progress over the next year. Your report is a valuable contribution.

Last year's report included initiatives such as accessible playground equipment at Port Geographe, an in-house interpreting service for students who are deaf at North Metropolitan TAFE, and facilities for audiences of all abilities at the City of Albany's Anzac Centenary activity.

If you have any queries about your DAIP or wish to discuss its implementation, please contact Mark Kingston on 9426 9316 or at mark.kingston@dsc.wa.gov.au or Sue Henson on 9426 9353 or at susan.henson@dsc.wa.gov.au.

Thank you for your ongoing commitment to access and inclusion of people with disability.

Yours sincerely

Dr Ron Chalmers
Director General
Disability Services Commission

8 August 2016

146–160 Colin Street, West Perth WA 6005
PO Box 441, West Perth WA 6872
Email: dsc@dsc.wa.gov.au
Web: www.disability.wa.gov.au

Phone: 9426 9200
Fax: 9226 2306
TTY: 9426 9315
Country: 1800 998 214

YOUR MOMENT TO MAKE A DIFFERENCE

Australian Bureau of Statistics

# Still time to complete your Census

*17 August 2016* *CO/104*

The Australian Bureau of Statistics (ABS) reminds Australians there's still time to participate in the 2016 Census and help make a difference to the nation's future.

Since taking the online Census form down as a precautionary step on 9 August to protect people's data, more than half of Australian households have now completed the Census.

Head of the Census Program, Duncan Young, said the online form has been performing smoothly since it was re-opened, and with good responses over the weekend, the Census is progressing well.

"We thank the many Australians who have already completed the Census and we apologise again to everyone for the inconvenience caused on Census night," Mr Young said.

"If you have not completed the Census, we remind you to complete it as soon as possible. Your information is safe and you won't be fined for completing it after Census night, but it is important to complete the form either online or in paper as soon as possible.

"If you have lost your online Login or require a paper form, please call our help lines now and we will send you one. If you are having trouble accessing the online form, this might be due to the tight security protocols we have in place, so please try a different device," Mr Young said.

The ABS has 38,000 Census Field Officers now working across Australia to visit households. They will remind people to complete their Census, and make sure they have the Census materials they need. Field Officers will be able to provide houses with a 12-digit Login code to facilitate online completion, or provide a paper form, with a blue Reply Paid Envelope.

Reminder letters containing 12-digit online Logins required to access the online form will also shortly be sent to households that haven't yet returned a Census form. If you don't have your Login or a paper form, please wait for your letter or visit.

The Census Inquiry Service is still open seven days from 8am to 8pm local time, to help with any questions people have about completing the Census online or on paper. The dedicated Paper Form Request service is also still available 24 hours a day.

**Important Census numbers:**
Translating and Interpreting Service (TIS): **13 14 50**.
Paper Form Request Service: **1300 820 275**

Census Inquiry Service: **1300 214 531**

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For media inquiries, including interview opportunities:
National Media Manager, (P) 02 6252 6617 / ***census.media@abs.gov.au***
Outside of business hours please call 0429 955 731

The ABS is committed to upholding the privacy, confidentiality and security of all the personal information it collects. Read more about our approach to privacy and our privacy policy on the ABS website.



Get online on August 9. For more information, go to **census.abs.gov.au**

## 16. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

## 17. CONFIDENTIAL REPORTS

Nil

## 18. QUESTIONS FROM MEMBERS

## 19. PUBLIC QUESTION TIME

## 20. NEXT MEETING DATE

Wednesday, 14 September 2016

## 21. CLOSURE