

SHIRE
of
DANDARAGAN

AGENDA AND BUSINESS PAPERS - PUBLIC

for the

ORDINARY COUNCIL MEETING

to be held

AT THE BADGINGARRA COMMUNITY CENTRE, BADGINGARRA

on

THURSDAY 25 MAY 2023

COMMENCING AT 4.00PM

(THIS DOCUMENT IS AVAILABLE IN LARGER PRINT ON REQUEST)



DISCLAIMER

INFORMATION FOR THE PUBLIC ATTENDING A COUNCIL MEETING

Please note:

The recommendations contained in this agenda are Officer's Recommendations only and should not be acted upon until Council has considered the recommendations and resolved accordingly.

The resolutions of Council should be confirmed by perusing the Minutes of the Council Meeting at which these recommendations were considered.

Members of the public should also note that they act at their own risk if they enact any resolution prior to receiving official written notification of Council's Decision.

Brent Bailey
CHIEF EXECUTIVE OFFICER



COUNCIL MEETING INFORMATION NOTES

1. Your Council generally handles all business at Ordinary or Special Council Meetings.
2. From time to time Council may form a Committee, Working Party or Steering group to examine subjects and then report to Council.
3. Generally all meetings are open to the public; however, from time to time Council will be required to deal with personal, legal and other sensitive matters. On those occasions Council will generally close that part of the meeting to the public. Every endeavour will be made to do this as the last item of business of the meeting.
4. Public Question Time. It is a requirement of the Local Government Act 1995 to allow at least fifteen (15) minutes for public question time following the opening and announcements at the beginning of the meeting. Should there be a series of questions the period can be extended at the discretion of the Presiding Member.

Written notice of each question should be given to the Chief Executive Officer fifteen (15) minutes prior to the commencement of the meeting. A summary of each question and response is included in the Minutes.

When a question is not able to be answered at the Council Meeting a written answer will be provided after the necessary research has been carried out. Council staff will endeavour to provide the answers prior to the next meeting of Council.

Council has prepared an appropriate form and Public Question Time Guideline to assist.

5. **Councillors** may from time to time have a financial interest in a matter before Council. Councillors must declare an interest and the extent of the interest in the matter on the Agenda. However, the Councillor can request the meeting to declare the matter **trivial, insignificant** or **in common with a significant number of electors** or **ratepayers**. The Councillor must leave the meeting whilst the matter is discussed and cannot vote unless those present agree as above.

Members of staff, who have delegated authority from Council to act on certain matters, may from time to time have a financial interest in a matter on the Agenda. The member of staff must declare that interest and generally the Presiding Member of the meeting will advise the Officer if he/she is to leave the meeting.

6. Agendas including an Information Bulletin are delivered to Councillors within the requirements of the Local Government Act 1995, i.e. seventy-two (72) hours prior to the advertised commencement of the meeting. Whilst late items are generally not considered there is provision on the Agenda for items of an urgent nature to be considered.

Should an elector wish to have a matter placed on the Agenda the relevant information should be forwarded to the Chief Executive Officer in time to allow the matter to be fully researched by staff. An Agenda item including a recommendation will then be submitted to Council for consideration should it be determined appropriate by the Chief Executive Officer.

The Agenda closes the Monday week prior to the Council Meeting (i.e. ten (10) days prior to the meeting).

The Information Bulletin produced as part of the Agenda includes items of interest and information, which does not require a decision of Council.

7. Agendas for Ordinary Meetings are available in the Shire of Dandaragan Administration Centre and all four libraries as well as on the website www.dandaragan.wa.gov.au seventy-two (72) hours prior to the meeting and the public are invited to secure a copy.
8. Agenda items submitted to Council will include a recommendation for Council consideration. Electors should not interpret and/or act on the recommendations until after they have been considered by Council. Please note the Disclaimer in the Agenda (page 3).
9. Public Inspection of Unconfirmed Minutes (Reg 13)

A copy of the unconfirmed Minutes of Ordinary and Special Meetings will be available for public inspection in the Shire of Dandaragan Libraries and on the website www.dandaragan.wa.gov.au within ten (10) working days after the Meeting.

NOTE:

10.3 Unopposed Business

- (1) Upon a motion being moved and seconded, the person presiding may ask the meeting if any member opposes it.
- (2) If no member signifies opposition to the motion the person presiding may declare the motion in sub clause (1) carried without debate and without taking a vote on it.
- (3) A motion carried under sub clause (2) is to be recorded in the minutes as a unanimous decision of the Council or committee.
- (4) If a member signifies opposition to a motion the motion is to be dealt with according to this Part.

This clause does not apply to any motion or decision to revoke or change a decision which has been made at a Council or committee meeting.

SHIRE OF DANDARAGAN QUESTIONS FROM THE PUBLIC

The Shire of Dandaragan welcomes community participation during public question time as per the Shire of Dandaragan Standing Orders Local Law.

A member of the public who raises a question during question time is requested to:

- (a) provide a copy of his or her questions at least 15 minutes prior to the commencement of the meeting;
- (b) first state his or her name and address;
- (c) direct the question to the President or the Presiding Member;
- (d) ask the question briefly and concisely;
- (e) limit any preamble to matters directly relevant to the question;
- (f) ensure that the question is not accompanied by any expression of opinion, statement of fact or other comment, except where necessary to explain the question;
- (g) each **member of the public** with a question is **entitled to ask up to 3 questions** before other members of the public will be invited to ask their questions;
- (h) when a member of the public gives written notice of a question, the President or Presiding Member may determine that the question is to be responded to as normal business correspondence.

The following is a summary of procedure and a guide to completion of the required form.

1. This is a "question" time only. Orations, explanations or statements of belief will not be accepted or allowed.
2. Questions must relate to a matter affecting the Shire of Dandaragan.
3. Questions must be appropriate and made in good faith. Those containing defamatory remarks, offensive language or question the competency or personal affairs of council members or employees may be ruled inappropriate by the Presiding Member and therefore not considered.
4. Frame your question so that it is both precise and yet fully understood. Long questions covering a multitude of subjects are easily misunderstood and can result in poor replies being given.
5. Write your question down on the attached form, it helps you to express the question clearly and provides staff with an accurate record of exactly what you want to know.
6. When the President or presiding member calls for any questions from the public, stand up and wait until you are acknowledged and invited to speak. Please start by giving your name and address first, then ask the question.
7. Questions to be put to the President or presiding member and answered by the Council. No questions can be put to individual Councillors.
8. The question time will be very early in the meeting. **There is only 15 minutes available for Question Time.** Questions not asked may still be submitted to the meeting and will be responded to by mail.
9. When you have put your question, resume your seat and await the reply. If possible, the President or presiding member will answer directly or invite a staff member with special knowledge to answer in his place. However, it is more likely that the question will have to be researched, in which case the President or presiding member will advise that the question will be received and that an answer will be forwarded in writing. Please note under NO circumstances, will the question be debated or discussed by Council at that meeting.
10. To maximise public participation only three questions per person will initially be considered with a time limit of 2 minutes per person. If there is time after all interested persons have put their questions the President or presiding member will allow further questions, again in limits of two per person.
11. To fill out the form, just enter your name and address in the appropriate areas together with details of any group you are representing, then write out your question.
12. Please ensure your form is submitted to the minute's secretary.

If you have difficulty in or are incapable of writing the question, Shire staff are available on request to assist in this task.

We hope this note assists you in the asking of your question and thank you for your interest and participation in the affairs of our Shire.

SHIRE OF DANDARAGAN

QUESTIONS FROM THE PUBLIC

Any member of the public wishing to participate in Public Question Time during Council or Committee meetings is welcome to do so, however, Council requires your name, address and written questions to be provided to the meeting secretary.

Name: _____ Signature: _____

Address: _____

Contact No: _____ Meeting Date: _____

Council Agenda
Item No: _____

Name of Organisation Representing: _____
(if applicable)

QUESTION:

Each member of the public is entitled to ask up to 3 questions before other members of the public will be invited to ask their question. 15 Minutes is allotted to Public Question Time at Council Meetings.

Please see notes on Public Question Time overleaf...

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

1.1 DECLARATION OF OPENING

"I would like to acknowledge the traditional owners of the land we are meeting on today, the Yued people of the great Nyungar Nation and we pay our respects to Elders both past, present and emerging."

1.2 DISCLAIMER READING

"No responsibility whatsoever is implied or accepted by the Shire of Dandaragan for any act, omission, statement or intimation occurring during this meeting."

It is strongly advised that persons do not act on what is heard, and should only rely on written confirmation of Council's decision, which will be provided within fourteen days."

2 RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

Members

Councillor P Scharf	(Deputy President)
Councillor J Clarke	
Councillor A Eyre	
Councillor W Gibson	
Councillor R Glasfurd	
Councillor M McDonald	
Councillor R Rybarczyk	

Staff

Mr B Bailey	(Chief Executive Officer)
Mr S Clayton	(Executive Manager Corporate & Community Services)
Mr L Fouché	(Executive Manager Development Services)
Mr B Pepper	(Executive Manager Infrastructure)
Mrs N Winsloe	(Executive Secretary)
Mr R Mackay	(Principal Planning & Building Officer)
Ms R Sutton	(Manager Customer and Community Services)
Ms T Slee	(Manager Economic Development)

Apologies

Approved Leave of Absence

Councillor L Holmes
Councillor R Shanhun

- 3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
- 4 PUBLIC QUESTION TIME**
- 5 APPLICATIONS FOR LEAVE OF ABSENCE**
- 6 CONFIRMATION OF MINUTES**
 - 6.1 MINUTES OF THE ORDINARY MEETING HELD THURSDAY 27 APRIL 2023**
- 7 NOTICES AND ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**
- 8 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS**

9 REPORTS OF COMMITTEES AND OFFICERS

9.1 CORPORATE & COMMUNITY SERVICES

9.1.1 FINANCIAL STATEMENTS – MONTHLY REPORTING FOR THE PERIOD ENDING 30 APRIL 2023

Location:	Shire of Dandaragan
Applicant:	N/A
Folder Path:	SODR-1743450996-2626
Disclosure of Interest:	None
Date:	15 May 2023
Author:	Scott Clayton, Executive Manager Corporate & Community Services
Senior Officer:	Brent Bailey, Chief Executive Officer

PROPOSAL

To table and adopted the monthly financial statements for the period ending 30 April 2023.

BACKGROUND

In accordance with the Local Government Act 1995 and Financial Management Regulations (1996), monthly financial statements are required to be presented to Council. Circulated are the monthly financial statements for the period ending 30 April 2023.

COMMENT

Regulation 34 of the Financial Management Regulations (1996) requires the following information to be provided to Council:

1. Net Current Assets

Council's adjusted net current assets surplus / (deficit) position as at the 30 April 2023 was \$959,144. Net current assets are calculated by deducting current liabilities from current assets as reported in the Statement of Financial Position. In accordance with Regulation 34 of the Local Government Financial Management Regulations (1996) the net current assets are adjusted to establish a surplus / (deficit) position within the monthly financial statements. The current position indicates that Council can easily meet its short-term liquidity or solvency.

The adjusted net current assets position is reflected on page 10 and reconciled with the Rate Setting Statement on page 3 of the financial statements.

The amount raised from rates, shown on the Rate Setting Statement (page 3), reconciles with note 2 (page 9) of the financial statements and provides information to Council on the budget vs actual rates raised.

2. Material Variances

During budget adoption a 10 percent and \$10,000 threshold for these variances to be reported was set.

Note 14 (page 24) of the attached report details any significant variances.

Should Councillors wish to raise any issues relating to the 30 April 2023 financial statements, please do not hesitate to contact the Executive Manager Corporate and Community Services prior to the Council Meeting for research to be undertaken and details provided either at the time of the query or at the meeting.

CONSULTATION

- Chief Executive Officer

STATUTORY ENVIRONMENT

- Regulation 34 of the Local Government Financial Management Regulations (1996)

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

There are no adverse trends to report at this time.

STRATEGIC IMPLICATIONS

There are no strategic implications relevant to this item.

ATTACHMENTS

Circulated with the agenda is the following item relevant to this report:

- Financial statements for the period ending 30 April 2023 (Doc Id: SODR-1743450996-3128) (**Marked 9.1.1**)

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION

That the monthly financial statements for the period 30 April 2023 be adopted.

9.1.2 ACCOUNTS FOR PAYMENT – APRIL 2023

Location:	Shire of Dandaragan
Applicant:	N/A
Folder Path:	SODR-2042075298-70
Disclosure of Interest:	None
Date:	16 May 2023
Author:	Scott Clayton, Executive Manager Corporate & Community Services
Senior Officer:	Brent Bailey, Chief Executive Officer

PROPOSAL

To accept the cheque, EFT, BPAY and direct debit listing for the month of April 2023.

BACKGROUND

In accordance with the Local Government Act 1995, and Financial Management Regulations 1996, a list of expenditure payments is required to be presented to Council.

COMMENT

The cheque, electronic funds transfer (EFT), BPAY and direct debit payments for April 2023 totalled \$1,009,846.27 for the Municipal Fund.

Should Councillors wish to raise any issues relating to the April 2023 Accounts for payment, please do not hesitate to contact the Executive Manager Corporate and Community Services prior to the Council Meeting for research to be undertaken and details provided either at the time of the query or at the meeting.

CONSULTATION

- Chief Executive Officer

STATUTORY ENVIRONMENT

- Regulation 13 of the Local Government Financial Management Regulations 1997.

POLICY IMPLICATIONS

There are no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

There are no adverse trends to report at this time.

STRATEGIC IMPLICATIONS

There are no strategic implications relevant to this item.

ATTACHMENTS

Circulated with the agenda are the following items relevant to this report:

- Cheque, EFT and direct debit listings for April 2023 (Doc Id: SODR-2042075298-56394)

(Marked 9.1.2)

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION

That the Cheque, EFT, BPAY and direct debit payment listing for the period ending 30 April 2023 totalling \$1,009,846.27 be adopted.

9.2 INFRASTRUCTURE SERVICES

9.2.1 AWARD OF REQUEST FOR TENDER 01/2023 MOWING OF PUBLIC OPEN SPACE

Location:	Jurien Bay, Cervantes, Dandaragan, Badgingarra
Applicant:	N/A
Folder Path:	SODR-872172829-2525
Disclosure of Interest:	None
Date:	9 May 2023
Author:	Julie Rouse, Coordinator Infrastructure Services
Senior Officer:	Brad Pepper, Executive Manager Infrastructure

PROPOSAL

For Council to award Request for Tender (RFT) 01/2023 Mowing of Public Open Space.

BACKGROUND

Mowing of turfed areas of public open space (POS) across the Shire has been delivered in recent years by a combination of Shire internal Parks and Gardens (P&G) operations staff and by a Contractor awarded a contract through a RFT process.

Shire P & G operations staff currently deliver mowing services in the following locations:

- Cervantes Oval
- Badgingarra Oval
- Dandaragan CRC
- Dandaragan Hockey Filed
- Dandaragan Oval
- Dandaragan Pioneer Park
- Jurien Bay Oval

The remaining areas of POS in Jurien Bay and Cervantes are delivered by a Contractor. This item seeks to finalise RFT 01/2023 for the following scope of mowing and turf in POS at the following locations across Jurien Bay and Cervantes:

- **Item 1 – Jurien Bay**
 - Dobbyn Park
 - Jurien Bay Shire Administration Centre
 - Civic Centre Precinct
 - Bashford Street Verge – between Doust and Murray Streets, including bus stop
 - Baudin Park (commonly referred to as Pirate Park)
 - Dibbler Park (commonly referred to as Pacman Park)
 - Djidi Djal Park (Prevelly Way to Middleton Boulevard North)
 - Eric Collinson Park (Lesueur Drive to Hawaii Road)
 - Fauntleroy Park
 - Federation Memorial Park
 - Jurien Bay Recreation Centre – front entrance and bank area

- Passamani Park
- Pioneer Park – along Bashford and Roberts Streets
- Police Station Verges
- Seinor Park
- R E Snook Reserve (Snook Park)
- Weld Park

- **Item 2 – Cervantes townsite**
 - Catalonia Street Reserve
 - Cervantes Recreation Centre, excluding Oval
 - Memorial Park
 - Ronsard Park
 - Tranquilo Park (CBD)

The Shire's POS mowing contract was first awarded via tender in 2013 to local contractor, Vari-skilled and was in place for a term of four (4) years from 1 July 2013 to 30 June 2017 with the option to extend.

During the original contract's extension period, Shire officers undertook an extensive review of turf management, including mowing of POS services and the information gathered refined how turf mowing and management was to be undertaken, including a detailed assessment of the mowing frequency requirements for each POS location.

Another Request for Tender process was undertaken in 2018 incorporating the revised scope of works established in the turf management review, for the renewal of the Shire's Mowing of POS contract. Vari-skilled were once again the successful proponent and awarded a contract for a period of 5 years with the option to extend for 12 months.

Following satisfactory service delivery by Vari-skilled over the term of the current contract, the Shire of Dandaragan executed a contract variation in May 2022 to extend the existing contract by 12 months to expire on 30 June 2023. This extension allowed Shire officers the opportunity to review options open to Council to deliver the mowing of POS internally and assess the current scope of services to prepare tender documentation to award the Tender to a successful proponent.

Functional Hierarchy and Reduction in Tender Scope of Works

Throughout the Shire's 2023 review of turf management across its POS locations, each POS turf area was given a Functional Hierarchy to determine the level of service priority as either 1 or 2. These rankings are based upon levels and types of use of each POS location, i.e. sporting, tourism, neighborhood, to identify those locations expected to be

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maintained at a high level of service, and those to be maintained at a reduced level of service and therefore less cuts required throughout each year. This has been made possible by increasing the winter months, starting from May through until October, and resulting in a reduction of mowing across the revised summer months now from October through to April (refer Table 1 below):

Functional Hierarchy	Classification	Level of Service
1	Manicured turf - high level of service - 40 cuts per year	<ul style="list-style-type: none"> ▪ October to April (30 weeks) every week; the rest once a month
2	Premium public lawned areas - reduced level of service - 19 cuts per year	<ul style="list-style-type: none"> ▪ October to April (30 weeks) every 2 weeks; the rest once a month

Table 1 – Functional Hierarchy

The scheduled mowing frequency is outlined in the annual cutting schedule (Table 2) below and is to include ancillary services (i.e. whipper snipping, blower vacuuming, general tidy up), to be undertaken every cut at every location.

	Summer Cuts	Winter Cuts	Annual Cuts
Months	October – April 7	May – September 5	12
Administration and Civic Centre Building Lawns – Manicured lawn	Weekly 30	Fortnightly 10	40
Dobbyn Park – mix of Manicured lawn and Premium Public lawn	Fortnightly 14 Commence first week of October	Monthly 5 First week of each month	19
Public Open Space – Premium Public lawn	Fortnightly 14 Commence first week of October	Monthly 5 First week of each month	19
Public Open Space – General Public lawn	Fortnightly 10 Commence first week of October	Monthly 5 First week of each month	15
Clippings	Caught Disposed free at the Jurien Bay Landfill	Caught Disposed free at the Jurien Bay Landfill	

Table 2 – Annual Cutting Schedule

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In addition to the above, and as part of the review process, Shire officers were able to reduce the Tender's scope of works and POS mowing costs through the following measures:

- Reduced the location Police Station Verges mowing from a Functional Hierarchy of 1 to 2;
- Mowing of POS extended by one month during winter months from May to September, rather than May to August as previously set; and
- The preparation of the new draft Play Space Strategy which, following extensive community consultation to be undertaken, may see a reduction in POS areas across Cervantes and Jurien Bay

In addition to this, the contract term outlined in the Tender documentation is for a period of five (5) years with the option to extend for a further two (2) years, subject to satisfactory service delivery.

RFT 01/2023 – Mowing of Public Open Space Tender Process

Given that the current extended contract with Vari-skilled is due to expire on 30 June 2023, RFT 01/2023 Mowing of Public Open Space was advertised throughout March 2023 in the Mid-West Times and the West Australian, on the Shire website www.dandaragan.wa.gov.au/tenders, and through ongoing public notifications posted to the Shire's Facebook, and published in Shire Matters in the Craytales newspaper on 5 April 2023.

Upon closing of the tender on Friday, 14 April 2023, one tender submission was received from the incumbent contractor, Vari-skilled.

Vari-skilled's tender submission was found to be conforming following review and assessment of the RFT 01/2023's Qualitative Criteria, as follows in Table 3:

A. Relevant Experience and Key Personnel Skills	Weighting	
Tenderers must address the following information in an attachment and label it " Relevant Experience ":	<40%>	
<p>a) Provide details of similar Turf Mowing work. (20%)</p> <p style="margin-left: 20px;">a. Scope of the Tenderer's involvement including details of outcomes.</p> <p style="margin-left: 20px;">b. Details of issues that arose during the project and how these were managed.</p> <p>b) Provide details of Tenderer's Key Staff and Turf Management Skills (20%)</p> <p style="margin-left: 20px;">a. Outline Key staff and their roles in the performance of the Contract.</p>	"Relevant Experience"	Tick if attached

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<p>b. <i>Qualifications and Training</i> c. <i>Experience.</i></p>		
<p>B. Tenderer’s Resources and Delivery Tenderers must address the following information in an attachment and label it “Tenderer’s Resources”:</p>	<p>Weighting <40%></p>	
<p>a) <i>Plant, equipment, resources and materials. (20%)</i> i) <i>List of proposed plant and equipment and the age of equipment</i> ii) <i>Contingency measures or backup of resources including personnel (where applicable).</i> b) <i>Demonstrated understanding of the Scope of Work (20%)</i> i) <i>Specifically, a Schedule for delivery; and</i> ii) <i>Compliance with the Work Health and Safety Act 2020</i></p>	<p>“Key Personnel”</p>	<p>Tick if attached</p>
<p>Supply any other relevant details in an attachment and label it “Key Personnel Skills and Experience”.</p>		

Table 3 – Qualitative Criteria

2023 Shire Operational Internal Delivery

Turf management within the Shire’s townsites is a significant component of the Shire’s infrastructure operations and is an ongoing process for the Shire’s P&G operations team, with an annual cost of around \$255K - around one quarter of the entire P&G Maintenance Budget of approximately \$2 million. It is a complex task that requires ongoing vigilance from staff and contractors alike, with the ongoing health of turf highly susceptible to changes in weather conditions and the presence of invasive weeds.

Across the Shire, the P&G operations crew manages 4 ovals across each of the Shire’s 4 townsites, totaling approximately 9ha of turf. Throughout both Jurien Bay and Cervantes there are additional turfed areas scattered throughout various public open space locations totaling approximately 15ha.

In the past, various items of new plant and equipment were also purchased to assist with improving the efficiency of quality turf management in-house. These included:

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- Perruzo Vertimower (tractor 3-point linkage mounted)
- Fertiliser spreading trailer for motor bike and light vehicles.

In addition to the above, the Shire has purchased a Redexim Verti-draining implement in this current financial year and is currently awaiting delivery of this item of equipment.

COMMENT

To provide Council with an updated comparison for delivering POS mowing services internally, a review of costs associated with 4 days per week commitment from at least 2 personnel is presented below:

Timeframe	Annual Cost	Man Hours	FTE
4 days per week POS	\$224,726	3043	Additional 1.65

Were Council to consider the mowing of POS service to be delivered internally by Shire P&G operations staff, it would require at least one additional full-time employee (FTE) be added to the roster, with additional mowing resources required to be utilised from current staffing resources.

Associated ancillary tasks required when undertaking mowing services would also include the following:

- transport and travel.
- machine set, servicing, and wash-down.
- site inspection, tidy up, raking and brush-cutter.

It is the Officer's recommendation that this is not the most efficient and effective delivery outcome for the Shire to progress due to the following reasons:

Indicative cost is comparable to tender submission received.

- Difficult employment market to recruit additional suitably qualified employees;
- Associated costs to purchase additional equipment required to fulfil the requirements of the functional hierarchy; and
- Cost to purchase and maintain plant and equipment.

Assessment of Tender Qualitative Criteria and Value Considerations

Following assessment of the submitted tender, following is a summary of the addressed Qualitative Criteria Tender Ranking notes:

1. Vari-skilled
 - Incumbent contractor who has a good understanding of

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scope of services.

- Locally based in Jurien Bay.
- Limited turf management qualifications but extensive experience and knowledge of scope of services.
- Considerable amount of plant and equipment
- Ability to provide contingency backup in the event of breakdowns.
- Sound OHSE procedures, including Safe Operating Procedures and Job Safety Analysis processes.

A detailed copy of Shire Officer's assessment of the Qualitative Criteria and Value Consideration is attached to this Agenda as a Confidential Attachment (refer Attachments heading).

The weighted Value Consideration assessment has been considered under the Financial Implications heading located further within this Agenda item document.

STATUTORY ENVIRONMENT

Section 11 *Local Government (Functions & General) Regulations 1996 – When tenders have to be publicly invited.*

POLICY IMPLICATIONS

Shire of Dandaragan C-1PAT01 Purchasing and Tender Policy.

FINANCIAL IMPLICATIONS

Based upon the RFT 01/2023 Qualitative Criteria and Value Considerations submitted, and it being the only tender submitted, Shire officers are recommending that Vari-skilled be awarded RFT 01/2023 at a total cost of \$212,791 excluding GST with CPI Index increases annually.

STRATEGIC IMPLICATIONS

Strategic Community Plan - Envision 2029

01 Infrastructure	The Shire will work cooperatively with private enterprise and government agencies to develop and maintain a dynamic infrastructure network responsive to usage demand that attracts and retains residents and businesses.
Priority Outcomes	Our Roles
Our communities contain vibrant activated public open spaces and buildings with high levels of utilisation and functionality.	To manage and facilitate community assets that are flexible, vibrant, adaptable and enjoyable places to occupy employing the principals of place-making and design-thinking. Increase activation of our public open spaces and buildings rather than increasing quantity without a demonstrated need.
04 Community	The Shire's resident population will be the fastest growing population in the region supported by

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	increased community recreation and cultural opportunities and access to key livability factors such as health and wellbeing services and educational opportunities
Priority Outcomes	Our Roles
A region that develops and supports community leadership and collective values	Provide an industry leading local government organisation promoting community confidence and support in our decision-making processes.

ATTACHMENTS

Circulated with the agenda is Confidential Attachment of the Shire of Dandaragan's Qualitative Criteria and Price Valuation assessment for RFT 01/2023 (Doc Id: SODR-1599525979-1229) **(Marked 9.2.1)**

VOTING REQUIREMENT

Absolute majority

OFFICER RECOMMENDATION

That Council: award RFT 01/2023 Mowing of Public Open Space to Vari-skilled to deliver the following services for an annual cost of \$212,791 exclusive of GST with annual CPI Index increases, as follows:

- **Item 1 – Jurien Bay**
 - **Dobbyn Park**
 - **Jurien Bay Shire Administration Centre**
 - **Civic Centre Precinct**
 - **Bashford Street Verge – between Doust and Murray Streets, including bus stop**
 - **Baudin Park (commonly referred to as Pirate Park)**
 - **Dibbler Park (commonly referred to as Pacman Park)**
 - **Djidi Djali Park (Prevelly Way to Middleton Boulevard North)**
 - **Eric Collinson Park (Lesueur Drive to Hawaii Road)**
 - **Fautleroy Park**
 - **Federation Memorial Park**
 - **Jurien Bay Recreation Centre – front entrance and bank area**
 - **Passamani Park**
 - **Pioneer Park – along Bashford and Roberts Streets**
 - **Police Station Verges**
 - **Seinor Park**
 - **R E Snook Reserve (Snook Park)**
 - **Weld Park**

- **Item 2 – Cervantes townsite**
 - **Catalonia Street Reserve**
 - **Cervantes Recreation Centre, excluding Oval**
 - **Memorial Park**
 - **Ronsard Park**

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- **Tranquilo Park (CBD)**

9.2.2 HEAVY HAULAGE COST RECOVERY POLICY

Location:	Jurien Bay
Applicant:	Shire of Dandaragan
Folder Path:	SODR-872172829-2525
Disclosure of Interest:	Nil
Date:	16 May 2023
Author:	Julie Rouse, Coordinator Infrastructure Services
Senior Officer:	Brad Pepper, Executive Manager Infrastructure

PROPOSAL

For Council to approve the Shire of Dandaragan's draft Heavy Haulage Cost Recovery policy to be advertised for public comment.

BACKGROUND

The Shire's Strategic Community Plan identifies working cooperatively with private enterprise to develop and maintain a dynamic infrastructure network responsive to usage demand as a core direction.

Roads, in general, are designed and constructed to deliver an intended purpose with the serviceable life of a road dependent upon the quantity and type of heavy vehicle passes. Typically, roads are designed to last for a period of up to 50 years or more, during which time it can be anticipated that they will be subjected to heavy haulage traffic over time.

However, if an industry or mining operation (excluding traditional broad acre agriculture that our road network was designed for) proposes a transport task that increases the volume of heavy vehicles well above the quantity a road was designed and constructed to carry, then it is anticipated that the life of the road will be significantly reduced. Accordingly, that road may require additional maintenance or fail prematurely, leaving the Shire with the cost to reconstruct the road earlier than initially planned and at the cost of the ratepayer.

Given recent increases in additional road freight tasks within the Shire's road network, and the Shire's ability to recover costs from damage associated with these types of works on a road asset beyond what it was reasonably designed for, it is unreasonable for the collective ratepayers to bear the additional cost of road repairs caused by an industry or mining operation undertaking the freight tasks.

This Policy proposes that industry or developments that undertake heavy haulage operations, either in-house or by engaging contractors, be charged a fair rate to offset the cost of additional maintenance and reduction in the life of Shire roads so that the Shire's Road network can be maintained to the same serviceable standard that the community expects.

COMMENT

The significant rise in the size and volume of heavy haulage vehicles accessing the Shire's road network for purposes associated with extractive industry and mining activities has recently become more evident and is likely to continue.

These activities are well above the quantity that the Shire's road network was designed and constructed to carry for roads on the Restricted Access Vehicle (RAV) Network and identified in Council's existing Policy C-7TSRRF05 – Restricted Access Vehicle Routes.

This new Policy has been developed to allow the ongoing benefits that industry and mining activities bring to the local economy whilst equitably recovering costs associated with the increased wear and tear. The exclusion of traditional agriculture activities in the Policy avoids impacts on key regional employment and business markets, and also acts in accordance with the Shire's Strategic Community Plan to work cooperatively with private enterprise to develop and maintain a dynamic infrastructure network responsive to usage demand. This policy will apply to feedlots of a size and scale that require a development application.

To provide the overarching principles for recovering costs associated with heavy haulage, Shire Officers are recommending the endorsement of the cost recovery framework as detailed in the Western Australian Local Government Association's (WALGA's) *User Guide: Estimating the Increased Cost Impact on Sealed Local Roads from Additional Freight Tasks* and WALGA's *User Guide: Estimating the Increased Cost Impact on Unsealed Local Roads from Additional Freight Tasks*. These are provided as Attachments 1 and 2 to this Agenda item.

Heavy haulage recovery costs charged are to be reinvested in the specific roads that the industry and mining activities use, providing opportunities for local contractors to be engaged to undertake maintenance works and would only apply to roads that are subject to an Extraordinary Load from an industry or mining operation. An Extraordinary Load is considered as a freight task where the annual design Equivalent Standard Axle (ESA) of a road increases by more than 50%.

Without this Policy and cost recovery framework there is likely to be increased disruption encountered on haulage routes and a lack of funds available to undertake the necessary maintenance operations arising from the increased heavy haulage. The worst case scenario of not having a user pays system in place for heavy haulage would be early asset failure resulting in full asset reconstruction which comes at considerable cost.

Furthermore, given that most commodities are transported to either Perth or Geraldton, or stored at transfer sites, industry and mining must use both Main Roads WA and neighbouring Shire Road networks outside the Shire of Dandaragan's administrative boundary. This in turn provides a wider opportunity for adjoining local governments to develop their own heavy haulage cost recovery policies should the Shire, through its sense of obligation, determine that the defined freight is likely to affect roads in adjoining local governments.

Following the development of this draft Policy, the Shire's Executive Management Team were circulated the draft for review and feedback on 5 December 2022 prior to the Policy being circulated for Councillor's review via email on 31 January 2023.

Feedback received from Councillor's focused mainly on the provision of calculated scenarios and what these might look like given the various heavy haulage commodities transported within our Shire outside of traditional agricultural produce. Examples of calculations around proposed scenarios on both sealed, and unsealed roads, and including a combination on a mix of both sealed and unsealed roads, are available within the attachments.

CONSULTATION

The officer's recommendation is to advertise the draft policy for public consultation.

STATUTORY ENVIRONMENT

The development and implementation of a Heavy Haulage Cost Recovery Policy is based on the *Road Traffic (Administration) Act 2008* as follows:

Section 132 – Road authority may recover expenses of damage caused by heavy traffic.

In particular; *section 132(2)* states:

“Where it appears to the road authority that has functions in relation to the repair of road infrastructure that, having regard to the average expense of repairing road infrastructure in the vicinity, extraordinary expenses have been incurred by the road authority in repairing the road infrastructure because of damage caused by heavy traffic, the road authority may recover the amount of the expenses as may be proved to the satisfaction of the court to have been incurred by the road authority because of damage caused by heavy traffic.”

And

Section 132(4) states:

“A person against whom expenses are or may be recoverable

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under this section may enter into an agreement with the road authority for payment to it in respect of heavy traffic, and on making the payment as agreed the person is not to be subject to any proceedings under this section.

POLICY IMPLICATIONS

The primary purpose of this Policy is to maintain the serviceability of Shire roads that industry or mining operations use, with the exclusion of traditional agricultural produce haulage tasks, excluding feedlots of a scale that require a development application, to avoid impacts on key regional employment and business markets of the region.

FINANCIAL IMPLICATIONS

Shire officers continue to enhance its asset management systems and documentation to ensure effective asset management is capturing the full life-cycle cost of an asset which in turn informs its long-term financial plan. Through adopting this Policy, the expected design life of affected roads can be maintained effectively while avoiding early renewal of road assets and impact on Council's long-term financial planning.

Administrative resources will be required to implement the Heavy Vehicle Haulage Cost Recovery Policy. Costs recovered under this Policy will offset any increased maintenance costs resulting from additional heavy freight. The adoption of this policy will also replace the existing fee and charge for extractive industries which have been charged to sand and gravel developments over previous years.

STRATEGIC IMPLICATIONS

Strategic Community Plan - Envision 2029

01 - Infrastructure	The Shire will work cooperatively with private enterprise and government agencies to develop and maintain a dynamic infrastructure network responsive to usage demand that attracts and retains residents and businesses.
Priority Outcomes	Our Roles
Our agricultural industry is supported with an effective road infrastructure network that facilitates an efficient and safe supply chain.	Continued improvements to the rural road network by maximising external funding sources and delivering infrastructure projects to a high standard. Implementing an effective, proactive road maintenance program that is sensitive to industry seasonality.
Our investments in public assets are based on responsible and sustainable asset custodianship.	Modernise the Shire's Asset Management Planning framework to sustainably manage our existing asset

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	network and consider asset expansion within sustainable levels of service.
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ATTACHMENTS

Circulated with the agenda are the following Attachments:

- The Shire of Dandaragan's draft Heavy Haulage Cost Recovery Policy relevant to this report (Doc Id: SODR-872172829-3691) **Available electronically only.**
- WALGA's *User Guide: Estimating the Increased Cost Impact on Sealed Local Roads from Additional Freight Tasks* (Doc Id: SODR-872172829-5102) **Available electronically only.**
- WALGA's *User Guide: Estimating the Increased Cost Impact on Unsealed Local Roads from Additional Freight Tasks* (Doc Id: SODR-872172829-5103) **(Marked 9.2.2)**

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council endorse the draft Heavy Haulage Cost Recovery Policy (Doc Id: SODR-872172829-3691) to be advertised for public comment.

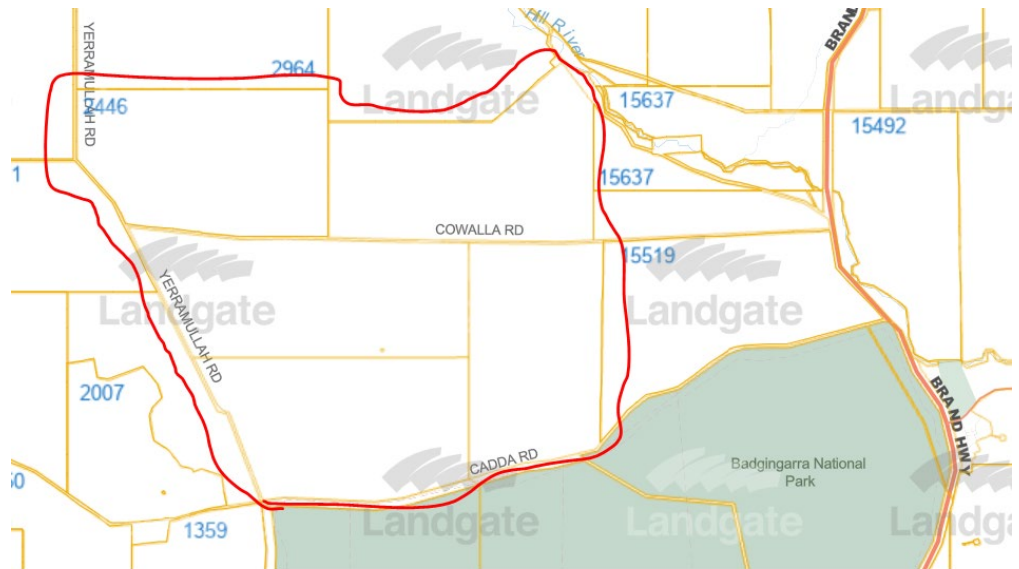
9.3 DEVELOPMENT SERVICES

9.3.1 REQUEST FOR TIME EXTENSION TO DEVELOPMENT APPROVAL – PARRON WIND FARM

Location:	'Parron Place' comprising of Lots 3738, 3739, 3742, 3743, 3744 in the Badgingarra & Hill River localities
Applicant:	Zephyr Pty Ltd
File Ref:	SODR-1262144384-17697
Disclosure of Interest:	Nil
Date:	10 May 2023
Author:	Rory Mackay, Principal Planning & Building Officer
Senior Officer:	Louis Fouche, Executive Manager Development Services

PROPOSAL

The applicant is seeking a five (5) year extension of the development approval for the Parron Wind Farm scheduled to lapse on 12 December 2024.



Location Plan of 'Parron Place'

BACKGROUND

The constructed Badgingarra Wind Farm was initially approved by Council in December 2008 and amended in April 2013. A number of extensions of planning approval were passed by Council over this time period with the last being in November 2016, with the expiry being 12 December 2019.

This development approval was granted over 21,661ha on the following 17 titles of land:

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No.	House No.	Lot No.	Road	Plan No.	Certificate of Title	Area (ha)
1	1192	3850	Bibby Road / Yerramullah Road	P209077	387 - 27A	1,597
2	1359	3755	Yerramullah Road / Bibby Road	P207065	1949 - 781	1,594
3	N/A	51	Yerramullah Road / Cadda Road	P20080	2034 - 798	807
4	2481	3745	Yerramullah Road / Cowalla Peak Road	P207067	1383 - 850	1,391
5	218	3704	Cowalla Peak Road / Yerramullah Road	P206786	2153 - 111	1,376
6	2007	50	Cadda Road	P20080	2034 - 797	807
7	2030	3747	Cadda Road	P207067	1754 - 557	1,546
8	1750	3754	Bibby Road / Cadda Road	P207065	1581 - 112	1,475
9	2349	3753	Cadda Road / Munbinea Road	P207071	1680 - 747	1,401
10	1581	3748	Munbinea Road / Cadda Road	P207071	2060 - 600	1,123
11	N/A	1651	Cowalla Peak Road	P133599	1629 - 941	41
12	N/A	3774	Cadda Road	P207065	1786 - 255	92
13	2446	3742	Yerramullah Road / Cowalla Road	P207066	508-160A	1,710
14	N/A	3743	Yerramullah Road / Cowalla Road	P207069	69-37A	1,823
15	N/A	3744	Yerramullah Road	P207069	2125-563	1,660
16	N/A	3738	Cowalla Road	P207066	1687-897	1,736
17	N/A	3739	Cowalla Road	P207069	2125-562	1,483
					Total Area	21,661

As the turbine design and layout was finalised for the Badgingarra Wind Farm, some of the initial landholdings were not leased for the installation of the required infrastructure. However, approval over the 17 titles remained valid with the modifications sought over the project's timeline.

On 27 June 2019, Council recognised 'Parron Wind Farm' as the title for the wind turbines to be constructed upon Lots 3738, 3739, 3742, 3743 and 3744 in the Badgingarra and Hill River localities separate to those developed under the current Badgingarra Wind Farm and recognised Zephyr Energy Pty Ltd as the proponent of this development.

Council also granted a five-year extension to the planning approval originally granted in December 2008 and as amended in 2010, 2012 and 2014 for a wind farm on Lots 3738, 3739, 3742, 3743 and 3744 in the Badgingarra and Hill River localities, resulting in the revised expiry date of 12 December 2024 subject to conditions.

The proponent has requested a further five-year extension until 12 December 2029, as, to date, they have not been able to proceed to the construction phase as there is no capacity on the Western Power transmission lines at their current configuration to accept further energy exporters to the grid.

The proponent has been advised by Western Power that the subject transmission lines will be upgraded in 2026, which, on completion, will enable new energy exporters, like the Parron Wind Farm to connect to Western Power's Southwest Interconnected System (SWIS). As such, the further five-year approval will enable the proponent to progress the development with the anticipated Western Power connection approval.

Further to the above, it is understood that the proponent is actively engaging renewable energy development companies for the purchase of the wind farm development rights over 'Parron Place'.

The approval timeframe is referenced to the development having 'substantially commenced'. In terms of the Deemed Provisions for Local Planning Schemes, 'substantial commencement' means that some substantial part of work in respect of a development approved under a planning scheme has been performed as determined by the responsible authority.

COMMENT

As the Parron Wind Farm progresses, new noise and visual impact assessments will be required to be undertaken once the final turbine type, number and layout is known.

As there is still a large amount of work to do on the logistics side of the Parron Wind Farm, the further time request is not considered unreasonable. Furthermore, in context, APA Group had the development approval for the Badgingarra Wind Farm extended for nine years collectively.

Given the above, and that there are no significant changes to the proposed development, it is considered reasonable to approve the time extension request.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

- Local Planning Scheme No 7
- Planning and Development (Local Planning Schemes) Regulations 2015:

*71. Commencement of development under development approval
If development approval is granted under clause 68 —*

- (a) *the development must be substantially commenced*
- (i) *if no period is specified in the approval — within the period of 2 years commencing on the date on which the determination is made; or*
- (ii) *if a period is specified in the approval — within that period; or*
- (iii) *in either case — within a longer period approved by the local government on an application made under clause 77(1)(a);*
- and*
- (b) *the approval lapses if the development has not substantially commenced within the period determined under paragraph (a).*

77. Amending or cancelling development approval

- (1) *An owner of land in respect of which development approval has been granted by the local government may make an application to the local government requesting the local government to do any or all of the following —*
- (a) *to amend the approval so as to extend the period within which any development approved must be substantially commenced.*

POLICY IMPLICATIONS

There are local no policy implications relevant to this item.

FINANCIAL IMPLICATIONS

The applicant has paid the required \$295 fee for the request to amend the wind farm's development approval.

STRATEGIC IMPLICATIONS

- Strategic Community Plan, Envision 2029:

03 Environment	The Shire will be a responsible custodian of the environment, working with community groups and other entities to increase renewable energy initiatives, vegetation cover and rehabilitate degraded public land throughout the local region
Priority Outcomes	Our Roles
Our region is recognised as the centre of renewable energy in WA	Support renewable energy initiatives and encourage further renewable industry development

ATTACHMENTS

Circulated with the agenda is the following item relevant to this report:

- Minute Extract of June 2019 Ordinary Meeting of Council (Doc Id: SODR-1262144384-9776)
- Request letter from applicant (Doc Id: SODR-1262144384-17698)
(Marked 9.3.1)

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION

That Council:

- 1. pursuant to Clause 77(1)(a) of *Schedule 2: Deemed provisions for local planning schemes of the Planning and Development (Local Planning Schemes) Regulations 2015* grants a five-year extension until 12 December 2029 to the development approval granted in December 2008 and as amended in 2010, 2012 and 2014 for the development of a wind farm on Lots 3738, 3739, 3742, 3743 and 3744 in the Badgingarra and Hill River localities; and**
- 2. advises the applicant that the extension of time to the current development approval does not alter the other conditions of approval in relation to the development and that this decision relates specifically to the period of time upon which construction work must have substantially commenced as determined by the Shire of Dandaragan.**

9.4 GOVERNANCE & ADMINISTRATION

9.4.1 CERVANTES GOLF CLUB INC LEASE

Location:	Aragon Street Cervantes
Applicant:	Cervantes Golf Club Inc
Folder Path:	SODR-129784381-320
Disclosure of Interest:	Nil
Date:	11 May 2023
Author:	Brent Bailey, Chief Executive Officer
Senior Officer:	Not Applicable

PROPOSAL

This item is for Council to consider providing a lease over a Reserve 47597 to the Cervantes Golf Club Inc for a period of 21 years.

BACKGROUND

The Cervantes Golf Club Inc (Golf Club) lease over Reserve 47597 is due for renewal on 31 May 2023. Shire staff have been working with the Golf Club over the past two months to develop the draft lease based on Council's standard lease template which requires endorsement by Council to finalise the lease process.

COMMENT

The Cervantes Golf course is an integral part of the town's landscape located in the northern sector of the town accessed via Aragon Street.

There have not been any breaches of the previous lease and the Golf Club is active in improving and maintaining the course. The course is primarily a winter play course and provides an important sport and recreation activity in the town.

It is recommended that Council grant a new lease over Reserve 47597 for a period of twenty-one years to the Cervantes Golf Club Inc in accordance with the standard lease terms for community groups.

CONSULTATION

Cervantes Golf Club Inc

STATUTORY ENVIRONMENT

Local Government Act 1995 Section 3.58

3.58. Disposing of property

(1) *In this section —*

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;

property includes the whole or any part of the interest of a local government in property, but does not include money.

(2) *Except as stated in this section, a local government can only dispose of property to —*

(a) *the highest bidder at public auction; or*

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- (b) *the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*
- (3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —*
 - (a) *it gives local public notice of the proposed disposition —*
 - (i) *describing the property concerned; and*
 - (ii) *giving details of the proposed disposition; and*
 - (iii) *inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;*
 - and*
 - (b) *it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*
- (4) *The details of a proposed disposition that are required by subsection (3)(a)(ii) include —*
 - (a) *the names of all other parties concerned; and*
 - (b) *the consideration to be received by the local government for the disposition; and*
 - (c) *the market value of the disposition —*
 - (i) *as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or*
 - (ii) *as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.*
- (5) *This section does not apply to —*
 - (a) *a disposition of an interest in land under the Land Administration Act 1997 section 189 or 190; or*
 - (b) *a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or*
 - (c) *anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or*
 - (d) *any other disposition that is excluded by regulations from the application of this section.*

30. Dispositions of property excluded from Act s. 3.58

- (1) *A disposition that is described in this regulation as an exempt disposition is excluded from the application of section 3.58 of the Act.*
- (2) *A disposition of land is an exempt disposition if— (a) the land is disposed of to an owner of adjoining land (in this paragraph called the transferee) and —*
 - (i) *its market value is less than \$5 000; and*

- (ii) *the local government does not consider that ownership of the land would be of significant benefit to anyone other than the transferee; or*
- (b) *the land is disposed of to a body, whether incorporated or not —*
 - (i) *the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and*
 - (ii) *the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions.*

POLICY IMPLICATIONS

Policy 6.2 C-6R02 – Reserves

PART A - Policy Objective To provide guidance regarding the usage and leasing arrangement of Shire Reserves.

Policy Statement 1. Lease Provisions - Reserves

Where Council resolves to lease a Reserve Vested in its control or resolves to lease land owned by it to a local sporting or community organisation, the following notes are to form the basis for the lease agreement:

- (a) *Length of lease to be for twenty-one (21) years unless otherwise terminated. (Maximum permissible under management order).*
- (b) *Annual rental to be “a peppercorn”.*
- (c) *The Lessee shall not carry out any permanent structural improvements on the reserve without the prior written approval from the Council.*
- (d) *All structural improvements on the reserve shall be and remain at law, the property of the Shire. The Club shall have the sole use, benefit and enjoyment of the reserve and all structural improvements thereon during the operation of the lease.*
- (e) *The Lessee shall comply with all Acts of Parliament, Orders, Regulations, Local Laws, etc, that apply to the reserve and structural improvements.*
- (f) *The Lessee shall keep the Reserve area and all structural improvements in a maintained, clean and tidy condition at all times and shall comply with any directions of the Council that may be issued requiring works to have the Reserve area and structural improvements placed in a maintained, clean and tidy condition.*
- (g) *The Lessee shall not disturb the surface soil and vegetation in a manner likely to cause erosion. If erosion damage does occur, the Club shall take remedial action as directed by the Council.*
- (h) *The Lessee shall permit the Shire's officers access to the Reserve and structural improvements at all reasonable times to ensure that the lease conditions are being complied with.*
- (i) *The lease may be terminated by the Council if the Club fails to comply with provisions of the lease agreement. The Council*

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shall give the Lessee at least thirty (30) days' notice in writing requiring the Club to rectify the breach of lease before taking action to terminate the lease under this provision.

- (j) The Lessee shall not assign or part with possession of any Crown lease without prior approval from the Council and the responsible Minister.*
- (k) The Lessee shall meet all costs in relation to preparing and stamping the lease document.*
- (l) Any leases entered into relating to Council's Reserves are to include a plan completed by a licensed surveyor depicting the area of land to be leased as an attachment to the lease document*

FINANCIAL IMPLICATIONS

There are no financial implications associated with this item.

STRATEGIC IMPLICATIONS

Strategic Community Plan – Envision 2029

04- Community	The Shire's resident population will be fastest growing population in the region supported by increased community recreation and cultural opportunities and access to key liveability factors such as health and wellbeing services and educational opportunities.
Priority Outcomes	Our Roles
A Shire built on the strengths of community spirit and resilient, connected communities.	Recognise and support the value of our community volunteers and provide meaningful opportunities to contribute to Shire projects and improving local living.

ATTACHMENTS

Circulated with the agenda are the following items relevant to this report:

- Draft Lease for Cervantes Golf Club Inc (Doc Id: SODR-1739978813-6513)
(Marked 9.4.1)

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION

That Council:

Endorse the Cervantes Golf Club Draft Lease Agreement (Doc Id: SODR-1739978813-6513) and authorise the Chief Executive Officer to execute the final lease.

9.4.2 JURIEN BAY RECREATION PRECINCT DISCUSSION PAPER, WORKING GROUP & TERMS OF REFERENCE

Location:	N/A
Applicant:	Shire of Dandaragan
Folder Path:	SODR-1272937250-23
Disclosure of Interest:	Nil
Date:	11 May 2023
Author:	Brent Bailey, Chief Executive Officer
Senior Officer:	Not applicable

PROPOSAL

The purpose of this item is for Council to endorse a discussion paper and establish a working group and terms of reference to guide the preparation of the Jurien Bay Recreation Precinct Masterplan.

BACKGROUND

In the 2022/23 financial year, Council has planned for the preparation of a Masterplan for the Jurien Bay Recreation Precinct. This area encompasses Reserve 31884 and 38590 (Golf Course) on which the following assets are currently located:

1. Jurien Bay Country Golf Club
2. Jurien Bowling Club
3. Jurien Sport and Recreation Centre
4. Tennis Courts
5. Outdoor Netball / Basketball Courts
6. Sports Oval
7. Jurien Bay Men's Shed
8. Jurien Bay Progress Association Shed

A number of community and sporting groups access and use these facilities and the area surrounding the oval is also utilised for overflow camping.

The current condition of each asset varies depending on its establishment date and it is recognised that a number of identified refurbishments should be planned to reflect community needs and priorities which may include asset expansion or consolidation. The Shire's Sport and Recreation Plan discusses the current condition of these assets and identifies a range of potential changes which are best resolved through a more detailed master-planning process.

A discussion paper has been prepared to facilitate public consultation and the master-planning process and it is also recommended that Council establish a working group to ensure effective community representation is built into the project.

COMMENT

In progressing the Jurien Bay Recreation Precinct Masterplan, officers note the benefit of including the community throughout the

needs assessment and design development stages. Establishment of a project working group would provide insight from local users informed by a diverse range of views and opinions from a broad cross-section of the community. This would reduce the risk of the project's built form design being inconsistent with community values and producing negative community feedback.

This level of community participation in the project will highlight the Shire's commitment to meaningful engagement with the community on issues affecting the public, and on local issues that significantly impact on the community. Public participation and engagement is the foundation of good decision-making, and is mutually beneficial to the community and Council.

Due to the projects' high level of local impact on the community, a working group will ensure that development of the Masterplan for the Recreation Precinct is representative of the community's values, whilst aligning with the key objective of providing a platform where community representatives provide advice, views and information to Council on matters relating to the development of the Jurien Bay Recreation Precinct Masterplan.

The Terms of Reference for the working group will set out the operating guidelines for the Jurien Bay Recreation Precinct Working Group including the purpose, structure and responsibilities of the group's members. It is recommended that Council select two Councillors to act as Council's primary representative and a Chair of the working group. An Expression of Interest for the nomination of members will be advertised and key stakeholders will be targeted to ensure a representative body is formed.

CONSULTATION

The Jurien Bay Recreation Precinct Working Group will be a primary source of community consultation to guide the master-planning process.

STATUTORY ENVIRONMENT

There are no statutory implications relevant to this item.

POLICY IMPLICATIONS

Establishment of the working group aligns with Policy 5.2 – Community Engagement - Strategy 5: Collaborate. This strategy involves partnering with the public in each aspect of the decision, including the development of alternatives and the identification of the preferred solution.

FINANCIAL IMPLICATIONS

There are no financial implications in relation to this item.

STRATEGIC IMPLICATIONS

Strategic Community Plan - Envision 2029

01 Infrastructure	The Shire will sustain a dynamic infrastructure network responsive to usage demand that attracts and retains residents and businesses.
Priority Outcomes	Our Role
Our communities contain vibrant, activated public open space and buildings with high levels of utilisation and functionality.	To manage and facilitate community assets that are flexible, vibrant adaptable and enjoyable places to occupy employing the principals of placemaking and design thinking. Increase activation of our public open space and buildings rather than increasing quantity without a demonstrated need.
Priority Outcomes	Our Role
A Shire built on the strengths of community spirit and resilient, connected communities.	Recognise and support the value of our community volunteers and provide meaningful opportunities to contribute to Shire projects and improve local living.

ATTACHMENTS

Circulated with the agenda is the following item relevant to this report:

- Jurien Bay Recreation Precinct Working Group Terms of Reference (Doc Id: SODR-1272937250-1434)
 - Jurien Bay Recreation Precinct Discussion Paper (Doc Id: SODR-1272937250-1434)
- (Marked 9.4.2)**

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council:

- 1. Endorse the Jurien Bay Recreation Precinct Working Group Terms of Reference as indicated in the attachments Doc Id: SODR-1272937250-1434.**
- 2. Authorise the Chief Executive Officer to call for community member nominations for the Jurien Bay Recreation Precinct Working Group.**
- 3. Appoint Councillor _____ as the Chair of the Working Group.**
- 4. Appoint Councillor _____ as the second Council representative for the Working Group.**

- 5. Endorse the Jurien Bay Recreation Precinct Discussion Paper (Doc Id: SODR-1272937250-1434) to be circulated to the community forming part of the consultation process.**

9.4.3 CERVANTES COMMUNITY MEN'S SHED GRANT APPLICATION

Location:	Sport and Recreation Capital Works Fund
Applicant:	Cervantes Community Men's Shed Inc.
Folder Path:	SODR-437506902-10308
Disclosure of Interest:	N/A
Date:	11 May 2023
Author:	Rhiarn Sutton, Manager Customer and Community Services
Senior Officer:	Scott Clayton, Executive Manager Corporate and Community Services

PROPOSAL

To consider a request from the Cervantes Community Men's Shed (CCMS), to access a grant from the Shire of Dandaragan's Sporting and Recreational Capital Works Programme, for the purposes of constructing a new Men's Shed on a 2,925m² portion of lot 891 Aragon Street, Cervantes.

BACKGROUND

The background information has been provided by the Cervantes Community Men's Shed.

"Cervantes Community Men's Shed (CCMS) has been in operation since 2011 without purpose-built, appropriate or even satisfactory premises. In December, 2022 CCMS appreciatively signed a lease with the Shire of Dandaragan for the land at Lot 891 Aragon Street, Cervantes. CCMS is now in a position to build a purpose built shed to meet the needs of current and future CCMS members.

With a strength of 63 members, 13% of the population of 480 residents, CCMS occupies a valued and important position in the community of Cervantes and surrounds. Apart from the core business of providing a meaningful, motivating, and inspiring environment for its members to meet, work and socialise, CCMS provides a wide range of services to the residents of Cervantes that would not otherwise be available. Cervantes does not have a household repair service operator, disability aids installer or a grounds maintenance contractor. These tasks, and more, are provided on request to a wide range of residents as recorded in the attached document CCMS Community Projects. Members have two major income deriving activities, Rope Products manufacture and sales and Containers for Change. Description of these activities is demonstrated in the attached document CCMS Rope Products and Containers for Change.

CCMS is the "go to" organisation for assistance with projects and activities driven by other community groups and individuals. The portable sausage sizzle trailer is popular and well utilised at community events and providing breakfast for hundreds of people at the Nambung Country Music Muster are two examples of

cooperation with other community groups. Cervantes Historical Society, the Cervantes Cultural Committee, Cervantes Ratepayers & Progress Association, CWA Cervantes Branch, the Cervantes Golf Club, Cervantes Pony Club have all had the occasion to request assistance with jobs and projects. You will find their letters of support in the attached file CCMS Support Letters and News Articles.

The list of activities, benefits and assistance given by CCMS members is lengthy. A majority of the work achieved in the past has not been recorded but rest assured, it is wholeheartedly appreciated.

If CCMS is not successful in this application to the Shire of Dandaragan for funding, it will not be possible to apply to Lotterywest for a grant. It is necessary to attract funds from our Local Government Authority to gain credence with Lotterywest. Lotterywest is the only source for a community grant of high value funding.

The Cervantes Community Men's Shed in Aragon Street Cervantes will be a substantial asset to the town of Cervantes and the Shire of Dandaragan. This new building, built on the main thoroughfare of Cervantes will be a focal and conversational topic and point of interest for residents and visitors alike. Once operational, the shed will provide a safe, Worksafe compliant building from which the valuable community work by Shedders can flourish."

Council has previously provided a lease over a portion of reserve 35920 Cervantes Recreation Reserve to the CCMS. To proceed with constructing a shed on the reserve all planning and building approvals will need to be sought and granted prior to any construction taking place.

COMMENT

The Cervantes Men Shed have been incorporated into the Cervantes Recreational Precinct Masterplan which Council passed, 25 August 2022. The Establishment of the Cervantes Men's Shed lease with Council, to approve lease of portion of reserve and determine conditions of lease, was deemed as a priority in the precinct plan and finalised in 20 September 2022.

The construction of the new Men's Shed Facility has been identified in the Sport and Recreation Plan, Key Principles, as a category 3 – Sport Specific/Exclusive Clubs and Facilities and is deemed eligible for Shire Grant Programs.

AGENDA FOR ORDINARY COUNCIL MEETING TO BE HELD THURSDAY 25 MAY 2023

Applications for grants through the Shire of Dandaragan Sport and Recreation Facilities Capital Works Fund have traditionally been triggered by a Community Sport and Recreation Facilities Fund (CSRFF) grant application to the Department of Local Government Sport and Cultural Industries.

This application is different in that it is not eligible to apply to CSRFF. This application has been triggered by the Cervantes Community Men's Shed grant application to Lotterywest. The grant application to Lotterywest is to construct a facility for the Cervantes Community Men's Shed.

The Cervantes Community Men Shed has received grant funding from the Men's Sheds of Western Australia (WAMSA) and Foundation for Rural Regional Renewal to go towards their project.

The Sport and Recreation Fund Policy 6.1 provides eligibility criteria as follows:

To be eligible for funding under this program applicants must have:

Eligible Applications.	Assessment
Submitted a Community Sport Recreation Facilities Fund Application (CSRFF) to the Department of Local Government, Sport and Cultural Industries' or submitted an application to another funding source for the project.	Yes
An own source contribution comprising a minimum of 1/6th of the total project cost in cash.	Yes
In determining applications to this fund the Council will give priority to applications that; <ul style="list-style-type: none"> ▪ have successfully sourced CSRFF funds or other source of funding; ▪ can demonstrate that their organisation has a strong membership base and is financially sustainable; ▪ can demonstrate strong demand for the proposed infrastructure; and ▪ can deliver projects without the organisation requiring loan funds. 	Yes
Applicants that have been unsuccessful in a CSRFF application, or other major funding process, remain eligible for funding under this program, however Council's total commitment will not exceed 50% of the approved project budget or the maximum annual funding allocation in a given year.	N/A
requests must be for a total project cost of greater than \$40,000 (ex gst)"	Yes

Applications for grant funding under the Shire of Dandaragan Sporting and Recreational Capital Works Fund have traditionally been from sporting groups. This is the second time an application from a non-sporting recreation group has been submitted.

Recreation is defined by the Oxford English Dictionary as “an activity done for enjoyment when one is not working”.

CONSULTATION

- Cervantes Community Men’s Shed

STATUTORY ENVIRONMENT

There are no statutory implications relevant to this item.

POLICY IMPLICATIONS

Policy 6.1 Sport and Recreation Funding - Sporting and Recreational Capital Works Fund

The objective of this Policy is to set out how the Shire of Dandaragan (Shire) will provide assistance to sporting and recreational groups for funding:

1. capital infrastructure for sporting and recreational facilities; and
2. non-consumable sporting and recreational equipment.

Policy Statement

Council recognises and values the important part that excellent sporting and recreational facilities and equipment play in the community. It is committed to ensuring that adequate funding is provided to assist in the provision and maintenance of these facilities and the groups that utilise them.

In order to meet this objective, the Shire has established the following two funds through which annual grants will be made available:

1. *Sporting and Recreational Capital Works Fund; and*
2. *Tronox Management and Shire of Dandaragan Sporting and Recreation Facilities Fund*

FINANCIAL IMPLICATIONS

Council is being asked to authorise expenditure of up to maximum of \$48,000 which is approximately 11% of the total project cost from the Sporting and Recreation Reserve. This Reserves current balance is \$156,328. Alternatively, the Cervantes Community Infrastructure Development Reserve with a current balance \$268,594, funded from the sale of the Cervantes Industrial lot, could be applied.

Cervantes Community Men’s Shed	\$70,000
In-Kind	\$26,000
Other grants (CMSWA and FRRR)	\$15,000
Shire Funding	\$48,000

AGENDA FOR ORDINARY COUNCIL MEETING TO BE HELD THURSDAY 25 MAY 2023

Lotterywest Funding	\$261,000
Cost of project	\$420,000

STRATEGIC IMPLICATIONS

Strategic Community Plan – Envision 2029

04 Community	The Shire's resident population will grow more than the WA regional average supported by increased community recreation and cultural opportunities and access to key liveability factors such as health and wellbeing services and educational opportunities.
Priority Outcomes	Our roles
A Shire built on the strengths of community spirit and resilient, connected communities.	Recognise the value of creative and cultural arts and support its continued growth in our communities.

ATTACHMENTS

Circulated with the agenda are the following items relevant to this report:

- 6.1 C-6SRF01 Sport and Recreation Funding (Doc Id: SODR-878193511-2777)
 - Cervantes Recreation Precinct needs assessment (Doc Id: SODR-1272937250-1244) *Available electronically only.*
 - Minute Extract - Item 9.4.2 - Lease - Cervantes Community Mens Shed.pdf Doc Id: SODR-1272937250-1366)
 - Shire of Dandaragan Sport and Recreation Plan (Doc Id: SODR-1272937250-1229)
 - Combined supporting documents under (Doc ID: SODR-437506902-10324)
 - Application for Funding Letter
 - Business Plan
 - Project Management Plan
 - Community Projects
 - Support Letters and News Articles
 - Income and Membership
- (Marked 9.4.3)**

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council:

- 1. Endorse the Cervantes Community Men's Shed Inc's, application to Lotterywest for funding to construct a shed suitable for their needs, and;**
- 2. Subject to confirmation of the project funding from other funding partners, endorse the provision of up to \$48,000 (ex**

GST) towards the capital costs of the construction of the shed.

- 3. Utilise funds set aside in the Cervantes Community Infrastructure Development reserve which will be incorporated into the Shire's 2023/24 budget.**

9.4.4 ADOPT AMENDED PUBLIC ART AND PERCENT FOR ART POLICY

Location:	Shire of Dandaragan
Applicant:	N/A
Folder Path:	SODR-1876983588-406
Disclosure of Interest:	Nil
Date:	14 May 2023
Author:	Rhiarn Sutton, Manager Customer and Community Services
Senior Officer:	Scott Clayton, Executive Manager Corporate and Community Services

PROPOSAL

To endorse changes to Policy 5.5 C-5PAPAP05 Public Art and Percent for Art Policy.

BACKGROUND

The purpose of the Public Art Policy is to support co-creation and commissioning of public art in public spaces. The Shire of Dandaragan and Council value creative and cultural arts and supports their continued growth in the public domain such as town centres, main streets, town squares and parks within the Shire's boundaries by the installation of public art.

Council currently allocates 1% of the gross yield of budgeted rates income to the Shire of Dandaragan Public Art Fund (Percent for Public Art) at the beginning of each financial year to achieve the following objectives:

- Promote public awareness of the cultural, social, and economic value of art and culture by providing high-quality, innovative, inspiring, and diverse public art within the Shire of Dandaragan.
- Be aspirational in our vision to enhance the utility and amenity of public places and spaces by incorporating public art into the built and natural environment to enhance sense of place and community identity.
- Engage the community, activate imaginations, and generate appreciation of cultural and natural and built heritage.
- Encourage cultural tourism by increasing the appeal of the region to visitors through a variety of art forms and cultural practices.

COMMENT

During discussions with Councillors and staff at the Council Forum held 23 February 2023, it was noted that there was a need to reallocate the funding of the Arts and Culture from the 5.1 Community Grants Policy, into the Public Art and Percent for Art Policy. The 5.1 Community Grant Policy was endorsed 23 March 2023.

During the Council Forum held 27 April 2023, it was also noted that there was a need to consider raising the monetary amount for the Shire of Dandaragan Art Prize from \$1,500 to \$3,000. The increase

of the monetary prize would enhance the quality of artwork, reflect other art exhibition prize amount, provide the Shire with a higher degree of recognition and enable the Shire to select a higher quality art piece for the art collection.

CONSULTATION

Cervantes Arts Festival Committee

STATUTORY ENVIRONMENT

There are no statutory implications relevant to this item.

POLICY IMPLICATIONS

Policy 5.5 C-5PAPAP05 Public Art and Percent for Art Policy will be amended as reflected in attachment (Doc Id. SODR-461937211-1176)

FINANCIAL IMPLICATIONS

Adoption of the amended Policy will have no effect on the budget allocation calculation method.

STRATEGIC IMPLICATIONS

Strategic Community Plan – Envision 2029

04 Community	The Shire's resident population will grow more than the WA regional average supported by increased community recreation and cultural opportunities and access to key liveability factors such as health and wellbeing services and educational opportunities.
Priority Outcomes	Our roles
A Shire built on the strengths of community spirit and resilient, connected communities.	Recognise the value of creative and cultural arts and support its continued growth in our communities.

ATTACHMENTS

Circulated with the agenda are the following items relevant to this report:

- 5.5 C-5PAPAP05 – Existing Public Art and Percent for Art Policy. (Doc Id: SODR-878193511-2737)
- 5.5 C-5PAPAP05 – Amended Public Art and Percent for Art Policy. (Doc Id: SODR-461937211-1176)
(Marked 9.4.4)

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council adopt the Policy 5.5 C-5PAPAP05 – Amended Public Art and Percent for Art as amended in attachment (Doc

AGENDA FOR ORDINARY COUNCIL MEETING TO BE HELD THURSDAY 25 MAY 2023

Id: SODR-461937211-1176)

9.4.5 ECONOMIC DEVELOPMENT GRANT POLICY

Location:	Shire of Dandaragan
Applicant:	Nil
Folder Path	SODR-461937211-4
Disclosure of Interest:	Nil
Date:	15 May 2023
Author:	Tricia Slee, Economic Development Manager
Senior Officer:	Brent Bailey, Chief Executive Officer

PROPOSAL

This item is to seek Council approval for the final adoption of the Economic Development Grant Policy.

BACKGROUND

Since 2020 Council has supported a Major Event Grant as a means of attracting major events to be staged within the Shire. The aim of adding this stream to the Community Grants Program was to increase external expenditure within the Shire via increased visitation and overnight stays targeting participating in major events staged in the Shire.

Recent review by Councillors and officers of the Major Event Grants awarded to date indicated that a number of the events supported were not necessarily 'major events' and did not necessarily attract significant external expenditure to the Shire's business community.

Feedback from Councillors at a briefing session in November 2022, and the subsequent discussion by members of the Community Grants assessment panel on 25 January 2023 regarding the Major Event Grant draft policy noted Councillors desire to broaden the scope of the grant criteria to focus on a range of projects that could demonstrate the potential to achieve economic benefits within the Shire, rather than only major events.

Councillor's also expressed their desire to see the grant criteria more closely aligned with the economic development priorities endorsed by Council in the Strategic Community Plan and the Economic and Tourism Development Strategy. The name of the grant was also discussed with Councillors supporting a change from Major Event Grant to Economic Development Grant.

Based on the suggestions received from Councillor's from these two meetings, an Economic Development Grant Policy was drafted and sent to Councillors for their review on 20 February 2023 and discussed in detail at a briefing session on 23 February 2023.

The Economic Development Grant Policy reflects the feedback received from Councillor's and through the recent community consultation process, including comments from the Jurien Bay Chamber of Commerce and Industry.

The Policy is now presented for Council's final approval.

COMMENT

The Economic Development Grant will aim to support innovation, attract investment in industry and encourage a broad range of projects with the potential to spur the economy within the Shire of Dandaragan.

A grant focused specifically on supporting projects that demonstrate the capacity to deliver desired economic benefits in the Shire can help Council address and meet its key strategic economic development priorities.

Offering an annual Economic Development Grant as an incentive to attract development opportunities and major projects to the Shire will help to create or keep private sector jobs and investments, attract private sector capital, increase tourism activities and visitation, and increase external expenditure with local businesses.

CONSULTATION

This proposal has been established in response to consultation carried out through the Envision 2029 community consultation process.

This proposal for the establishment of a Shire funded Economic Development Grant has been established in response to feedback from:

- Council Meeting November 2022
- Community Grant Assessment Panel January 2023
- Council Forum February 2023
- Council Meeting March 2023
- Public Review April 2023

The proposed Economic Development Grant Policy aligns closely with the economic development priorities outlined in the Strategic Community Plan and the Economic and Tourism Development Strategy developed through consultation with community members.

STATUTORY ENVIRONMENT

There are no statutory implications relevant to this item.

POLICY IMPLICATIONS

There are no policy implications related to this item.

FINANCIAL IMPLICATIONS

Adoption of this policy supports an ongoing annual budget allocation from general revenue of \$30,000.

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STRATEGIC IMPLICATIONS

Strategic Community Plan – Envision 2029

02 - Prosperity	The region will experience economic and population growth with increasing economic opportunities, diversifying primary production and a vibrant visitor economy.
Priority Outcomes	Our Roles
<p>Our region is celebrated as a major contributor to the State's food production with a diverse range of agricultural, fishery and horticultural enterprises.</p> <p>The Shire is home to a successful and growing market for domestic and international tourism.</p> <p>Jurien Bay continues to grow as a regional centre that services and delivers benefits throughout the Shire</p>	<p>Advocate and facilitate the reduction in economic barriers such as access to water, electricity, logistics infrastructure and telecommunications.</p> <p>Collaborate with local industry to maximise economic returns by supporting and advocating research and development initiatives that have local relevance.</p> <p>Collaborate with local stakeholders and facilitate an independent tourism association to develop and implement a destination marketing strategy and information service.</p> <p>Facilitate and support events that promote the region and deliver a positive economic impact.</p> <p>Support the development of new products and services that increase the attraction of the region to the tourism market, in particular Indigenous cultural experiences.</p> <p>Implement a modern economic growth plan which harnesses the economic potential of existing and emerging industries.</p> <p>Leverage public and private sector partnerships to deliver new infrastructure required to achieve sustainable economic and population growth.</p>

ATTACHMENTS

Circulated with the agenda are the following items relevant to this report:

- Proposed Economic Development Grant Policy (Doc ID: SODR-757425863-1743)
- Community Feedback – Letter from Jurien Bay Chamber of Commerce and Industry (Doc ID: SODR-757425863-1744)
- Economic Development Grant Policy – C-5EDGP06 (Doc ID: SODR-461937211-1304)

(Marked 9.4.5)

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council adopt the attached Economic Development Grant Policy (Doc Id: SODR-461937211-1304).

9.5 COUNCILLOR INFORMATION BULLETIN**9.5.1 SHIRE OF DANDARAGAN – APRIL COUNCIL STATUS REPORT**

Document ID: SODR-1739978813-6419

Attached to the agenda is a copy of the Shire's status report from the Council Meeting held 27 April 2023. *(Marked 9.5.1)*

9.5.2 SHIRE OF DANDARAGAN – BUILDING STATISTICS – APRIL 2023

Document ID: SODR-2045798944-4246

Attached to the agenda is a copy of the Shire of Dandaragan Building Statistics for April 2023. *(Marked 9.5.2)*

9.5.3 SHIRE OF DANDARAGAN – PLANNING STATISTICS – APRIL 2023

Document ID: SODR-2045798944-4247

Attached to the agenda is a copy of the Shire of Dandaragan Planning Statistics for April 2023. *(Marked 9.5.3)*

9.5.4 SHIRE OF DANDARAGAN TOURISM / LIBRARY / COMMUNITY ACTIVITIES REPORT FOR APRIL 2023

Document ID: SODR-1876983588-1275

Attached to the agenda is monthly report for Tourism / Library for April 2023. *(Marked 9.5.4)*

10 NEW BUSINESS OF AN URGENT NATURE – INTRODUCED BY RESOLUTION OF THE MEETING**11 CONFIDENTIAL ITEMS FOR WHICH MEETING IS CLOSED TO THE PUBLIC**

Section 5.23 of the Local Government Act 1995 stipulates that all Council Meetings are generally open to the public. Section 5.23 goes on to identify specific situations in which the Council or committee may close to members of the public the meeting, or part of the meeting.

In situations where it is deemed that a meeting or part of a meeting must be closed to the public, Section 5.23 (3) states "A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting."

For a decision to be recorded in the minute a formal motion must be passed by Simple majority clearly stating the reason for the closure in accordance with Section 5.23 of the Local Government Act 1995.

Local Government Act 1995

5.23. Meetings generally open to public

- (1) Subject to subsection (2), the following are to be open to members of the public —
 - (a) all council meetings; and
 - (b) all meetings of any committee to which a local government power or duty has been delegated.
- (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —
 - (a) a matter affecting an employee or employees;
 - (b) the personal affairs of any person;
 - (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;
 - (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;
 - (e) a matter that if disclosed, would reveal —
 - (i) a trade secret;
 - (ii) information that has a commercial value to a person;
 - or
 - (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government;
 - (f) a matter that if disclosed, could be reasonably expected to —
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;
 - (ii) endanger the security of the local government's property; or
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;
 - (g) information which is the subject of a direction given under section 23(1a) of the *Parliamentary Commissioner Act 1971*; and
 - (h) such other matters as may be prescribed.
- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

Local Government (Administration) Regulations 1996

4A. Meeting, or part of meeting, may be closed to public — s. 5.23(2)(h)

The determination by the local government of a price for the sale or purchase of property by the local government, and the discussion

of such a matter, are matters prescribed for the purposes of section 5.23(2)(h).

11.1 GOVERNANCE

OFFICER RECOMMENDATION

That the meeting be closed to members of the public at __:__pm in accordance with Section 5.23 (2) (h) of the Local Government Act 1995 and Regulation 4A of the Local Government (Administration) Regulations 1996 to allow Council to discuss Item 11.1.1 and 11.1.2 'Appointment of Senior Employee - Executive Manager Corporate and Community Services' and Sale of Council Vehicle By Private Treaty respectively.

11.1.1 APPOINTMENT OF SENIOR EMPLOYEE - EXECUTIVE MANAGER CORPORATE AND COMMUNITY SERVICES

Location:	Shire of Dandaragan
Applicant:	Not applicable
Folder Path:	SODR-430439565-15723
Disclosure of Interest:	Nil
Date:	15 May 2023
Author:	Brent Bailey, Chief Executive Officer
Senior Officer:	Not applicable

This report has been abridged due to the confidential nature of the content that is contained within this report.

11.1.2 SALE OF COUNCIL VEHICLE BY PRIVATE TREATY

Location:	Not Applicable
Applicant:	Scott Clayton
Folder Path:	SODR-1792953452-2399
Disclosure of Interest:	Nil
Date:	11 th May 2023
Author:	Brent Bailey, Chief Executive Officer
Senior Officer:	Not Applicable

This report has been abridged due to the confidential nature of the content that is contained within this report.

12 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**13 CLOSURE OF MEETING**



ATTACHMENTS

FOR ORDINARY COUNCIL MEETING 25 MAY 2023



Monthly Statements

for the period ending 30 April 2023

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SHIRE OF DANDARAGAN
RATE SETTING STATEMENT BY NATURE OR TYPE
FOR THE PERIOD ENDED 30 APRIL 2023

	Leg.	Note	2022/2023 Budget	2022/2023 Y-T-D Budget	2022/2023 Actual
OPERATING ACTIVITIES					
Adjusted net current assets at start of financial year - surplus/(deficit)		FMR34(2)(a)	3,015,610	2,907,963	2,907,963
Revenue from operating activities (excluding rates)					
Operating grants, subsidies and contributions			710,253	731,239	761,221
Fees and charges			2,570,718	2,293,481	2,380,234
Interest earnings			36,430	32,017	26,859
Other revenue			120,933	84,320	92,331
Profit on asset disposals			42,563	24,700	33,700
			3,480,897	3,165,756	3,294,346
Expenditure from operating activities					
Employee costs			(4,545,587)	(3,479,075)	(3,393,440)
Materials and contracts			(3,979,082)	(3,147,409)	(3,019,762)
Utility charges			(395,881)	(329,901)	(345,631)
Depreciation on non-current assets		6	(5,925,282)	(6,693,010)	(6,646,410)
Borrowing costs expense			(53,186)	(27,651)	(18,220)
Insurance expenses			(329,132)	(335,006)	(318,895)
Other expenses			(748,329)	(742,343)	(688,397)
Loss on asset disposals			(50,615)	(122,940)	(122,940)
			(16,027,094)	(14,877,335)	(14,553,695)
Non-cash amounts excluded from operating activities		3(a)(i)	5,933,334	6,791,250	6,804,015
Amount attributable to operating activities			(3,597,253)	(2,012,366)	(1,547,372)
INVESTING ACTIVITIES					
Non-operating grants, subsidies and contributions			9,151,263	1,460,359	1,381,400
Proceeds from disposal of assets		5(b)	157,000	5,228	76,228
Purchase land and buildings		5(a)	(2,235,778)	(1,361,154)	(975,495)
Purchase furniture and equipment		5(a)	(118,500)	(108,034)	(113,804)
Purchase plant and equipment		5(a)	(1,095,883)	(157,814)	(275,697)
Purchase infrastructure assets - roads		5(a)	(8,798,671)	(3,707,462)	(3,068,207)
Purchase infrastructure assets - parks & reserves		5(a)	(604,336)	(560,989)	(294,370)
Purchase infrastructure assets - other		5(a)	(642,297)	(459,353)	(791,725)
Amount attributable to investing activities			(4,187,201)	(4,889,218)	(4,061,669)
FINANCING ACTIVITIES					
Proceeds from new borrowings			0	0	0
Repayment of borrowings		7	(163,019)	(89,685)	(89,685)
Payment of self supporting loan to community group		7	0	0	0
Self-supporting loan principal income		7	20,648	18,869	18,869
Community group cash advance principal income		7	0	0	0
Payment of right of use lease		8	(33,971)	(28,309)	(23,352)
Transfers to cash backed reserves (restricted assets)		4	(420,388)	(417,054)	(404,234)
Transfers from cash backed reserves (restricted assets)		4	719,059	45,000	26,437
Amount attributable to financing activities			122,330	(471,180)	(471,965)
Budgeted deficiency before general rates			(7,662,124)	(7,372,764)	(6,081,005)
Estimated amount to be raised from general rates		2(a)	7,045,744	7,030,413	7,040,148
Adjusted net current assets at end of financial year - surplus/(deficit)		FMR34(2)(a) 3(a)(iii)	(616,380)	(342,351)	959,144
Budget adjustment - Provisions		FMR32(f)	616,380		
Budget Surplus / (Deficiency)			0		

This statement is to be read in conjunction with the accompanying notes.

**STATEMENT OF FINANCIAL POSITION
AS AT 30 APRIL 2023**

Description	Notes	2022	2023
		\$	\$
CURRENT ASSETS			
Cash and cash equivalents	13	10,475,021	8,754,393
Trade receivables		728,345	623,353
Other financial assets at amortised cost		20,648	1,779
Other current assets		0	0
Inventories		28,503	17,174
TOTAL CURRENT ASSETS		11,252,518	9,396,698
NON-CURRENT ASSETS			
Other financial assets at amortised cost		157,733	157,733
Trade receivables		68,365	0
Land		2,674,000	2,674,000
Buildings and improvements		29,808,295	29,733,124
Furniture and equipment		1,146,461	1,141,058
Plant and equipment		3,072,528	2,830,219
Right of use assets		72,403	44,190
Infrastructure		291,944,334	291,002,848
TOTAL NON-CURRENT ASSETS		328,944,119	327,583,172
TOTAL ASSETS		340,196,637	336,979,871
CURRENT LIABILITIES			
Trade and other payables		(1,626,946)	(315,878)
Contract liabilities	12	(1,530,729)	(2,949,577)
Lease liabilities	8	(33,971)	(10,619)
Borrowings	7	(163,019)	(73,334)
Employee related provisions		(616,380)	(242,673)
TOTAL CURRENT LIABILITIES		(3,971,046)	(3,592,082)
NON-CURRENT LIABILITIES			
Lease liabilities	8	(38,990)	(38,990)
Borrowings	7	(2,241,022)	(2,241,022)
Employee related provisions		(113,631)	(113,631)
TOTAL NON-CURRENT LIABILITIES		(2,393,644)	(2,393,644)
TOTAL LIABILITIES		(6,364,689)	(5,985,725)
TOTAL NET ASSETS		333,831,948	330,994,146
EQUITY			
Retained earnings		(202,620,856)	(199,405,258)
Reserves - cash backed		(4,549,851)	(4,927,648)
Revaluation surplus		(126,661,240)	(126,661,240)
TOTAL EQUITY		333,831,948	330,994,147

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF DANDARAGAN
STATEMENT OF COMPREHENSIVE INCOME BY NATURE OR TYPE
FOR THE PERIOD ENDED 30 APRIL 2023

	Note	2022/2023 Budget	2022/2023 Y-T-D Budget	2022/2023 Actual
Revenue				
Rates	2(a)	7,045,744	7,030,413	7,040,148
Operating grants, subsidies and contributions		710,253	731,239	761,221
Fees and charges		2,570,718	2,293,481	2,380,234
Interest earnings		36,430	32,017	26,859
Other revenue		120,933	84,320	92,331
		10,484,078	10,171,468	10,300,794
Expenses				
Employee costs		(4,545,587)	(3,479,075)	(3,393,440)
Materials and contracts		(3,979,082)	(3,147,409)	(3,019,762)
Utility charges		(395,881)	(329,901)	(345,631)
Depreciation on non-current assets	6	(5,925,282)	(6,693,010)	(6,646,410)
Borrowing costs expense		(53,186)	(27,651)	(18,220)
Insurance expenses		(329,132)	(335,006)	(318,895)
Other expenses		(748,329)	(742,343)	(688,397)
		(15,976,479)	(14,754,395)	(14,430,755)
		(5,492,401)	(4,582,926)	(4,129,961)
Non-operating grants, subsidies and contributions		9,151,263	1,460,359	1,381,400
Profit on asset disposals	5 (b)	42,563	24,700	33,700
Loss on asset disposals	5 (b)	(50,615)	(122,940)	(122,940)
Net result		3,650,810	(3,220,807)	(2,837,801)
Other comprehensive income				
Changes on revaluation of non-current assets		0	0	0
Total other comprehensive income		0	0	0
Total comprehensive income		3,650,810	(3,220,807)	(2,837,801)

This statement is to be read in conjunction with the accompanying notes

**SHIRE OF DANDARAGAN
STATEMENT OF CHANGES IN EQUITY
AS AT 30 APRIL 2023**

Note	Retained	Reserves	Revaluation	Total
	Surplus	Cash Backed	Surplus	Equity
	\$	\$	\$	\$
Balance as at 30 June 2022	202,620,856	4,549,851	126,661,240	333,831,948
Comprehensive Income				
Net result	(2,837,801)	0	0	(2,837,801)
Changes on revaluation of non-current assets	0	0	0	0
Total comprehensive income	(2,837,801)	0	0	(2,837,801)
Transfers from/(to) reserves	(377,797)	377,797	0	0
Balance as at 30 April 2023	199,405,258	4,927,648	126,661,240	330,994,147

This statement is to be read in conjunction with the accompanying notes.

**SHIRE OF DANDARAGAN
NOTES TO AND FORMING THE MONTHLY FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 APRIL 2023**

1 (a) KEY TERMS AND DEFINITIONS - NATURE OR TYPE

REVENUES

RATES

All rates levied under the Local Government Act 1995. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

SERVICE CHARGES

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services.

Excludes rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

PROFIT ON ASSET DISPOSAL

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

FEES AND CHARGES

Revenue (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, and rebates. Reimbursements and recoveries should be separated by note to ensure the correct calculation of ratios.

EXPENSES

EMPLOYEE COSTS

All costs associated with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets includes loss on disposal of long term investments.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation and amortisation expense raised on all classes of assets.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

**SHIRE OF DANDARAGAN
NOTES TO AND FORMING PART OF THE MONTHLY STATEMENTS
FOR THE PERIOD ENDED 30 APRIL 2023**

1 (b) KEY TERMS AND DEFINITIONS - REPORTING PROGRAMS

In order to discharge its responsibilities to the community, Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis, reflected by the Shire's Community Vision, and for each of its broad activities/programs.

PROGRAM NAME	OBJECTIVE	ACTIVITIES
GOVERNANCE	To provide a decision making process for the efficient allocation of scarce resources	Includes the activities of members of Council and the administrative support available to the Council for the provision of governance of the district. Other costs relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific local government services.
GENERAL PURPOSE FUNDING	To collect revenue to allow for the provision of services	Rates, general purpose government grants and interest revenue
LAW, ORDER, PUBLIC SAFETY	To provide services to help ensure a safer and environmentally conscious community	Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.
HEALTH	To provide an operational framework for environmental and community health	Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal.
EDUCATION AND WELFARE	To provide services to disadvantaged persons, the elderly, children and youth.	Provision of youth, aged and disability services.
COMMUNITY AMENITIES	To provide services required by the community.	Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.
RECREATION AND CULTURE	To establish and effectively manage infrastructure and resource which will help the social well being of the community.	Maintenance of public halls, civic centres, beaches, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library and other cultural facilities.
TRANSPORT	To provide safe, effective and efficient transport services to the community	Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.
ECONOMIC SERVICES	To help promote the local government and its economic wellbeing	Tourism and area promotion Provision of rural services including weed control, vermin control and standpipes. Building control.
OTHER PROPERTY AND SERVICES	To monitor and control operating accounts	Private works operation, plant repair and costs.

NOTES TO AND FORMING PART OF THE MONTHLY STATEMENTS
FOR THE PERIOD ENDED 30 APRIL 2023

2 RATES AND SERVICE CHARGES

(a) Rating Information

RATE TYPE	Rate in	Number of properties	Rateable value	2022/2023 Budgeted rate revenue	2022/2023 Budgeted interim rates	2022/2023 Budgeted back rates	2022/2023 Budgeted total revenue	2022/2023 Actual total revenue	2022/2023 Actual total revenue
	\$		\$	\$	\$	\$	\$	\$	\$
General rate									
Gross rental valuations									
GRV - General	8.8874	1,923	32,487,886	2,875,032	0	0	2,875,032	2,885,085	2,885,085
Unimproved valuations									
UV - General	0.6688	357	453,664,880	3,005,984	0		3,005,984	3,008,672	3,008,672
Sub-Totals		2,280	486,152,766	5,881,016	0	0	5,881,016	5,893,757	5,893,757
Minimum									
	\$								
Minimum payment									
Gross rental valuations									
General Minimum s.6.35(3)(a)	1,054	952	5,239,717	992,844	0	0	992,844	992,844	992,844
Dandaragan & Badgingarra	796	33	146,660	22,852	0	0	22,852	22,852	22,852
Unimproved valuations									
Mining	995	95	2,037,479	93,575	0	0	93,575	93,575	93,575
Other UV	765	394	29,385,400	298,652	0	0	298,652	298,652	298,652
Sub-Totals		1,474	36,809,256	1,407,923	0	0	1,407,923	1,407,923	1,407,923
		3,754	522,962,022	7,288,939	0	0	7,288,939	7,301,680	7,301,680
Discount							(245,000)	(268,200)	(268,200)
Total amount raised from general rates							7,043,939	7,033,480	7,033,480
Ex Gratia Rates							1,805	6,669	6,669
Total rates							7,045,744	7,040,148	7,040,148

NOTES TO AND FORMING PART OF THE MONTHLY STATEMENTS
AS AT 30 APRIL 2023

3(a). RATE SETTING STATEMENT INFORMATION

	2022/2023 Budget	2022/2023 Actual
(i) Operating activities excluded from budgeted deficiency		
The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Rate Setting Statement in accordance with Financial Management Regulation 32.		
Profit on asset disposals	(42,563)	(33,700)
Loss on asset disposals	50,615	122,940
Movement in employee provisions	0	0
Movement in deferred rates	0	68,365
Depreciation on assets	5,925,282	6,646,410
Non cash amounts excluded from operating activities	5,933,334	6,804,015
Surplus/(deficit) after imposition of general rates		
The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement in accordance with Financial Management Regulation 32 to agree to the surplus/(deficit) after imposition of general rates.		
(ii) Current Assets and liabilities excluded from budgeted deficiency		
Less: Cash - restricted reserves	(4,251,180)	(4,927,648)
Less: Other financial assets at amortised cost - self support loan	(20,938)	(1,779)
Add: Current liabilities not expected to be cleared at end of year		
- Current portion of borrowings	166,294	73,334
- Current portion of lease liabilities	33,955	10,619
Total adjustments to net current assets	(4,071,868)	(4,845,474)
(iii) Adjusted Net Current Asset / (Deficit) used in Rate Setting Statement		
Total current assets	5,669,162	9,396,698
Less: Total current liabilities	(2,213,674)	(3,592,082)
Net current assets	3,455,488	5,804,617
Less: Total adjustments to net current assets	(4,071,868)	(4,845,474)
Adjusted Net Current Asset / (Deficit) used in Rate Setting Statement	(616,380)	959,142

3(b). NET CURRENT ASSETS & FUNDING SURPLUS / (DEFICIT) (CONTINUED)

SIGNIFICANT ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the 's operational cycle. In the case of liabilities where the does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for sale where it is held as non-current based on the 's intentions to release for sale.

TRADE AND OTHER PAYABLES

Trade and other payables represent liabilities for goods and services provided to the prior to the end of the financial year that are unpaid and arise when the Shire of Dandaragan becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

CONTRACT ASSETS

A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

PROVISIONS

Provisions are recognised when the has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

INVENTORIES

General

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

LEASE LIABILITIES

The present value of future lease payments not paid at the reporting date discounted using the incremental borrowing rate where the implicit interest rate in the lease is not readily determined

SUPERANNUATION

The Shire of Dandaragan contributes to a number of superannuation funds on behalf of employees.

All funds to which the Shire of Dandaragan contributes are defined contribution plans.

TRADE AND OTHER RECEIVABLES

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

CONTRACT LIABILITIES

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to be controlled by the are recognised as a liability until such time as the satisfies its obligations under the agreement.

EMPLOYEE BENEFITS

Short-term employee benefits

Provision is made for the Shire of Dandaragan's obligations for short-term employee benefits. Short term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire of Dandaragan's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position. The Shire of Dandaragan's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

**NOTES TO AND FORMING PART OF THE MONTHLY STATEMENTS
AS AT 30 APRIL 2023**

3(c) SIGNIFICANT ACCOUNTING POLICIES - OTHER INFORMATION

GOODS AND SERVICES TAX (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

CRITICAL ACCOUNTING ESTIMATES

The preparation of a budget in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

COMPARATIVE FIGURES

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

BUDGET COMPARATIVE FIGURES

Unless otherwise stated, the budget comparative figures shown in the budget relate to the original budget estimate for the relevant item of disclosure.

NOTES TO AND FORMING PART OF THE MONTHLY STATEMENTS
FOR THE PERIOD ENDED 30 APRIL 2023

4 FINANCIALLY BACKED RESERVES

Financially Backed Reserves - Movement

	2022/2023 Actual Opening Balance	2022/2023 Actual Transfer to (to)	2022/2023 Actual Transfer (from)	2022/2023 Change In Use Adjustment	2022/2023 Actual Closing Balance
	\$	\$	\$		\$
Plant Reserve	360,893	300	0	0	361,193
Building Renewal Reserve	706,736	7,105	0	0	713,841
Rubbish Reserve	436,804	363	0	0	437,168
Community Centre Reserve	401,682	6,335	0	0	408,017
Television Services Reserve	53,077	44	0	0	53,121
Information Technology Reserve Reserve	57,339	48	0	0	57,387
Caravan Park Reserve	0	0	0	0	0
Land Development Reserve	71,060	59	0	0	71,119
Parking Requirements (Lot 1154 Sandpiper Street) Reserve	11,469	10	0	0	11,479
Parks and Recreation Grounds Development (Seagate) Reserve	150,903	126	0	0	151,029
Sport and Recreation Reserve	163,599	135	(7,407)	0	156,328
Landscaping Reserve	2,662	2	0	0	2,664
Aerodrome Reserve	174,811	22,588	(19,030)	0	178,369
Public Open Space Renewal Reserve	212,439	177	0	0	212,616
Infrastructure Renewal Reserve	679,419	23,762	0	0	703,181
Public Open Space Construction Reserve	9,437	8	0	0	9,445
Infrastructure Construction Reserve	146,534	122	0	0	146,656
Building Construction Reserve	26,845	22	0	0	26,868
Leave Reserve	181,285	151	0	0	181,436
Economic Development Initiatives Reserve	648,291	539	0	0	648,830
Turquoise Way Path Reserve	52,057	43	0	0	52,101
Cash in lieu of landscaping – Lot 1146 Sandpiper Street Reserve	2,509	2	0	0	2,511
WALGGC Roads Component Overpayment	0	73,698	0	0	73,698
Public Art/Percent for Art	0	0	0	0	0
Cervantes Community Infrastructure Development	0	268,594	0	0	268,594
	4,549,851	404,234	(26,437)	0	4,927,648

NOTES TO AND FORMING PART OF THE BUDGET
FOR THE PERIOD ENDED 30 APRIL 2023

5 FIXED ASSETS

(a) Acquisition of Assets

Asset class	2022/2023 Budget Total	2022/2023 Actual Total
	\$	\$
<i><u>Property, Plant and Equipment</u></i>		
Buildings	2,235,778	975,495
Furniture and equipment	118,500	113,804
Plant and equipment	1,095,883	275,697
	<hr/> 3,450,161	<hr/> 1,364,996
<i><u>Infrastructure</u></i>		
Infrastructure - Roads	8,798,671	3,068,207
Infrastructure - Footpaths	340,812	259,891
Infrastructure - Parks and Reserves	604,336	294,370
Infrastructure - Other	301,485	531,834
	<hr/> 10,045,303	<hr/> 4,154,301
<i><u>Right of use assets</u></i>		
	<hr/> 0	<hr/> 0
	<hr/> 13,495,464	<hr/> 5,519,297

**NOTES TO AND FORMING PART OF THE MONTHLY STATEMENTS
FOR THE PERIOD ENDED 30 APRIL 2023**

5(b) DISPOSAL OF ASSETS

The following assets are budgeted to be disposed of during the year.

	2022 / 2023 Actual Net Book Value	2022 / 2023 Actual Sale Proceeds	2022 / 2023 Actual Profit	2022 / 2023 Actual Loss
	\$	\$	\$	\$
By Program				
Law, order, public safety	122,941	1	0	(122,940)
Transport	0	23,500	23,500	0
Other property and services	42,527	52,727	10,200	0
	165,468	76,228	33,700	(122,940)
By Class				
Buildings	122,941	1	0	(122,940)
Plant and equipment	42,527	76,227	33,700	0
	165,468	76,228	33,700	(122,940)

SIGNIFICANT ACCOUNTING POLICIES

GAINS AND LOSSES ON DISPOSAL

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.

NOTES TO AND FORMING PART OF THE MONTHLY STATEMENTS
FOR THE PERIOD ENDED 30 APRIL 2023

6 ASSET DEPRECIATION

	2022/2023 Budget	2022/2023 Actual
	\$	\$
By Program		
Governance	192,671	158,250
Law, order, public safety	108,673	86,160
Health	21,509	17,681
Education and welfare	0	9,127
Community amenities	294,499	227,329
Recreation and culture	1,217,481	965,275
Transport	3,398,642	4,595,581
Economic services	55,333	51,235
Other property and services	636,474	535,772
	<u>5,925,282</u>	<u>6,646,410</u>
By Class		
Buildings	1,169,649	927,725
Furniture and equipment	125,888	119,207
Plant and equipment	566,027	475,478
Right of use asset	34,327	28,213
Infrastructure - Roads	2,779,328	4,070,896
Infrastructure - Footpaths	303,498	257,657
Infrastructure - Parks and Reserves	177,680	128,341
Infrastructure - Other	768,885	638,893
	<u>5,925,282</u>	<u>6,646,410</u>

SIGNIFICANT ACCOUNTING POLICIES

DEPRECIATION

The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

Major depreciation periods used for each class of depreciable asset are:

Asset Class	Useful life
Buildings	25 - 50 years
Furniture and equipment	5 - 20 years
Plant and equipment	2 - 20 years
Infrastructure - Roads	
Formation – All roads	Perpetual life
Pavement – Thin Surfaced Flexible Ru	100 years
Pavement – Thin Surfaced Flexible Ur	100 years
Pavement – Unsealed Rural	50 years
Pavement – Unsealed Urban	50 years
Surface – Asphalt	100 years
Surface – Brick	60 years
Surface – Chip seal	60 years
Surface – Concrete	100 years
Surface – Slurry Seal	100 years
Infrastructure - Footpaths	
Black Asphalt	36 years
Brick Paving	36 years
Concrete Slabs	36 years
Gravel	12 years
In-situ Concrete	48 years
Red Asphalt	36 years
Sand	12 years
Timber	36 years
Other	48 years
Infrastructure - Drainage	60 years
Infrastructure - Other	5 - 80 years
Infrastructure - Parks and reserves	10 - 45 years

NOTES TO AND FORMING PART OF THE MONTHLY STATEMENTS
FOR THE PERIOD ENDED 30 APRIL 2023

7 INFORMATION ON BORROWINGS

Borrowing repayments

Movement in borrowings and interest between the beginning and the end of the current financial year.

Purpose	Budget	2022/2023	2022/2023	2022/2023	2022/2023	Actual	2022/2023	2022/2023	2022/2023	2022/2023
	Principal 1 July 2022	Budget New loans	Budget Principal repayments	Budget Interest repayments	Principal outstanding 30 June 2023	Principal 1 July 2022	Actual New loans	Actual Principal repayments	Actual Interest repayments	Principal outstanding 30 Apr 2023
		\$	\$	\$	\$			\$	\$	\$
Education and welfare										
Loan 136	613,488	0	59,816	10,670	553,671	613,488	0	29,775	3,585	553,671
Recreation and culture										
Loan 137	1,470,901	0	59,298	36,564	1,411,603	1,470,901	0	29,464	12,110	1,411,603
Other property and services										
Loan 138	238,526	0	23,257	4,149	215,269	238,526	0	11,577	1,394	215,269
	2,322,914	0	142,371	51,383	2,180,544	2,322,914	0	70,816	17,089	2,180,544
Self Supporting Loans										
Recreation and culture										
Loan 133	29,623	0	7,134	691	22,489	29,623	0	7,134	386	22,489
Loan 134	16,335	0	3,547	204	12,788	16,335	0	1,768	95	14,567
Loan 135	35,169	0	9,967	212	25,202	35,169	0	9,967	130	25,202
Other property and services										
	81,127	0	20,648	1,106	60,478	81,127	0	18,869	612	62,257
	2,404,041	0	163,019	52,489	2,241,022	2,404,041	0	89,685	17,701	2,242,801

All borrowing repayments, other than self supporting loans, will be financed by general purpose revenue.
The self supporting loan(s) repayment will be fully reimbursed.

NOTES TO AND FORMING PART OF THE MONTHLY STATEMENTS
FOR THE PERIOD ENDED 30 APRIL 2023

8 LEASE LIABILITIES

Purpose	FA Number	Institution	Lease Interest Rate	Lease Term	Lease Principal 1 July	2022/2023	2022/2023	2022/2023	2022/2023	Actual Principal 1 July 2022	2022/2023	2022/2023	2022/2023	2022/2023	
						Budget New leases	Budget Principal repayments	Budget Interest repayments	Principal outstanding 30 June 2023		Actual New leases	Actual Principal repayments	Actual Interest repayments	Principal outstanding 30 Apr 2023	
					\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Governance															
Photocopier Lease	FA3190	Ricoh Finance	1.33%	5 yrs	28,612		14,211	381	14,401	28,612			13,027	317	15,585
Water filter lease	FA3235	Waterlogic Aust	0.51%	3 yrs	6,937		3,073	47	3,864	6,937			1,536	20	5,401
Recreation and culture															
Water filter lease	FA3233	Waterlogic Aust	0.51%	3 yrs	20,908		9,261	142	11,647	20,908			4,630	59	16,278
Transport															
Water filter lease	FA3234	Waterlogic Aust	0.51%	3 yrs	14,355		6,358	98	7,996	14,355			3,179	41	11,176
Economic services															
Photocopier Lease	FA3236	Ricoh Finance	1.33%	5 years	2,149		1,068	29	1,082	2,149			979	24	1,171
					72,961	0	33,971	697	38,990	72,961	0	23,352	461	49,610	

**NOTES TO AND FORMING PART OF THE MONTHLY STATEMENTS
FOR THE PERIOD ENDED 30 APRIL 2023**

9 PROGRAM INFORMATION

(a) Fees and Charges Revenue

	2022/2023 Budget	2022/2023 Y-T-D Budget	2022/2023 Actual
	\$		\$
Governance	525	417	10
General purpose funding	36,300	32,167	25,709
Law, order, public safety	381,789	379,216	392,021
Health	19,290	10,490	24,233
Education and welfare	46,800	39,000	40,606
Community amenities	1,198,818	1,084,222	1,072,884
Recreation and culture	554,476	479,482	557,218
Transport	30,328	38,167	36,603
Economic services	268,391	208,319	215,434
Other property and services	34,000	22,000	27,143
	2,570,718	2,293,481	2,380,234

(b) Expenses

	2022/2023 Budget	2022/2023 Y-T-D Budget	2022/2023 Actual
	\$		\$
Governance	(518,737)	(334,518)	(420,212)
General purpose funding	(257,208)	(213,947)	(166,379)
Law, order & public safety	(1,560,864)	(1,551,971)	(1,403,596)
Health	(366,234)	(310,450)	(276,692)
Education & welfare	(115,558)	(98,165)	(101,153)
Community amenities	(2,444,656)	(1,999,507)	(1,898,541)
Recreation and culture	(3,708,668)	(2,906,842)	(2,719,608)
Transport	(5,867,887)	(6,644,556)	(6,350,539)
Economic services	(816,842)	(655,056)	(622,100)
Other property and services	(370,439)	(162,324)	(594,874)
	(16,027,094)	(14,877,335)	(14,553,695)

**NOTES TO AND FORMING PART OF THE MONTHLY STATEMENTS
FOR THE PERIOD ENDED 30 APRIL 2023**

10 TRUST FUNDS

Funds held at balance date over which the local government has no control and which are not included in the financial statements are as follows:

Trust Fund

Detail	Balance	Movements		Balance
	30-Jun-22	Inwards	Outwards	as at 30 June 2023
	\$	\$		\$
Cash In Lieu POS - L9000 Valencia	200,277			200,277
	200,277	0	0	200,277

NOTES TO AND FORMING PART OF THE MONTHLY STATEMENTS
FOR THE PERIOD ENDED 30 APRIL 2023

11 BUDGET AMENDMENTS

Description	Council Resolution	Schedule	Classification	Non-Cash Adjustment	Increase in cash available	Decrease in cash available	Amended Budget Running Balance
Budget Adoption						Opening Deficit	107,647
Permanent Changes							
Budget Review	20230323	9.1.1	Various		102,866		4,781
Community Stewardship Grant, expenses and carryover grant liability	20230331	9.1.4	Law order & public safety	26,200	44,200	18,000	4,781
Sandy Cape campground bore replacement	20230331	9.1.7	Recreation and culture			23,000	27,781
Beach Emergency Numbering Signs Grant	20230427	9.1.2	Swimming Areas & Beaches		6,209	6,209	27,781
Every Club Grant	20230427	9.1.4	Other Recreation and Sport		7,322	7,322	27,781
Technology and Digital Inclusion Grant	20230427	9.1.5	Libraries		4,538	4,538	27,781
				26,200	165,135	59,069	27,781

NOTES TO AND FORMING PART OF THE MONTHLY STATEMENTS
FOR THE PERIOD ENDED 30 JUNE 2023

12 GRANTS & CONTRIBUTIONS

Schedule	Program / Details	Grant Provider	In Advance payments	Budget 2022/23	2022/23 Budget Amendments	Received	Recoup Status			
							Revenue/ Expenditure	Liability	Not Received	
							\$	\$	\$	
Operating										
0303	Other General Purpose Income									
	Grants Commission - General	WALGGS		160,510		237,981	237,981			-77471.00
	Grants Commission - Roads	WALGGS				28,272	28,272			
0501	Fire Prevention									
	ESL Operating Grant	FESA		43,500	3,682	47,182	47,182	-		0.00
	ESL Operating Grant Adjustment				14,307	14,307	14,307	-		
	ESL Operating Grant - Extra volunteer insurance	FESA		9,000		9,000	9,000	-		0.00
	ESL Operating Grant Acqutal 21/22					4,095	4,095			-4095.00
	BRMC Contribution to offset mitigation works	FESA		15,000						15000.00
	Mitigation Activity Fund	DEFES			242,500	121,250		121,250		121250.00
0503	Community Stewardship Grant - Off road officer					44,200		44,200		
	DLGSCI - BEN Signs grant	DLGSCI			6,209	6,209		6,209		
0807	Other Welfare									
	Spray the Grey	Dept of Communities		1,000		1,000	1,000			0.00
	Spray the Grey	LotteryWest			7,500	7,500	7,500			
1102	Swimming Areas and Beaches									
	CHRMAP			50,000		25,000		25,000		25000.00
1103	Other Recreation and Sport									
	Karda Mountain Bike Trail	GLGSC		20,000		20,000		20,000		0.00
	Regional Sport Grant	Australian Sport		3,000		3,000	3,000	-		0.00
	Thank a Volunteer Grant	Dept of Communities			2,000	2,000	2,000			
	Meerilinga Young Childrens week Grant	Meerilinga			1,000	1,000	1,000			
1105	Libraries									
	Encouraging Promising Practices Grant - Living Green	State Library WA			5,000	5,000	5,000			
1201	Streets Roads Bridges Depots Maint									
	MRWA Direct Grant	MRWA		281,915		287,979	287,979			-6064.00
	Street Light Subsidy			3,400		3,747	3,747			-347.18
			-	587,325	253,584	840,108	623,449	216,659		73,273
Non-Operating										
1103	Other Recreation and Sport									
	Jurien Irrigation Project	Rural Water Council		100,000						100,000
	Queens Jubilee Trees			10,000		10,000	10,000	-		-
	Local Roads and Comm Inf - Round 1	LRCI		295,465				-		295,465
1101	Other Recreation and Sport									
	Local Roads and Comm Inf - Round 3	LRCI		1,181,858		590,929		590,929		590,929
1201	Streets Roads Bridges Depots Maint									
	Regional Road Group RRG	RRG		917,580		734,067	367,034	367,033		183,513
	WSFN -	WSFN		800,800		800,800		800,800		-
	WSFN - ROS008 & A	WSFN		1,176,373		682,789	353,733	329,056		493,584
	WSFN - ROS856 & A	WSFN		1,660,400		504,000		504,000		1,156,400
	WABN - Cervantes	WABN		10,000		10,000		10,000		-
	DoT RBN Grant - Cervantes Path	DoT		80,000		72,500		72,500		7,500
	Commodity Route - Sandy Cape	SCR		146,500		117,200	58,600	58,600		29,300
	Local Roads and Comm Inf - Round 2	LCRI		143,941						143,941
	RTR Grant - Bibby Rd	RTR		554,113		462,528	462,528	-		91,585
	Remote Rural Upgrade Pilot - Agaton Rd	MRR		552,500	552,500					-
	TWP Realign (Coastwest)(herbarium)	RRUP		1,390,733						1,390,733
				38,500		38,500	38,500	-		-
1204	Airfields									
	RAD Grant - Taxiway	RAP		92,500		91,006	91,006	-		1,494
				9,151,263	552,500	4,114,319	1,381,400	2,732,918		4,484,444
			-	9,738,588	298,916	4,954,427	2,004,849	2,949,577		4,557,717.28

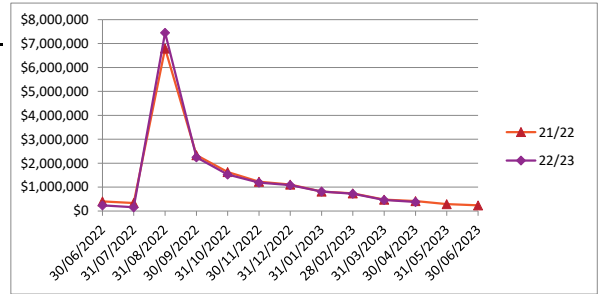
NOTES TO AND FORMING PART OF THE MONTHLY STATEMENTS
FOR THE PERIOD ENDED 30 APRIL 2023

13 CASH, INVESTMENTS & RECEIVABLES

Note	2022	2023
	\$	\$
Cash And Cash Equivalents		
Unrestricted	5,925,170	3,826,745
Restricted	4,549,851	4,927,648
	<u>10,475,021</u>	<u>8,754,393</u>
Receivables		
Rates outstanding	238,005	376,020
Sundry debtors	405,580	219,295
	<u>498,715</u>	<u>595,316</u>

Rates Outstanding

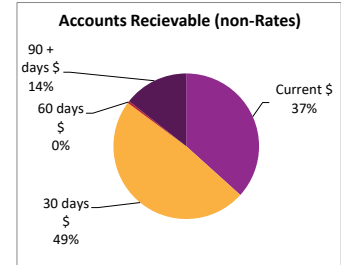
	YTD	30-Jun-22
Opening Arrears Previous Years	238,005	399,437
Levied this Year	8,557,004	8,083,544
Less Collections to date	- 8,418,989 -	- 8,269,053 -
Equals Current Outstanding	376,020	238,005
Net Rates Collectable	376,020	238,005
% Collected	96	97



Sundry Debtors

	Current	30 days	60 days	90 + days
	\$	\$	\$	\$
Receivables General	80427.82	106326.97	1009.1	31531.25
Total Receivables General Outstanding				<u><u>219,295.14</u></u>

Amounts shown above include GST (where applicable)



NOTES TO AND FORMING PART OF THE MONTHLY STATEMENTS
FOR THE PERIOD ENDED 30 APRIL 2023

14 VARIANCES

Reporting Program	Var \$	Var %	Var	Timing / Permanent	Explanation of Variance
Revenue from operating activities (excluding rates)					
Operating grants, subsidies and contributions	29,982	104%	▲		
Fees and charges	86,754	104%	▲		
Interest earnings	(5,157)	84%	▼		
Other revenue	8,011	110%	▲		
Profit on asset disposals	9,000	100%	▲		
Expenditure from operating activities					
Employee costs	85,636	98%	▲		
Materials and contracts	127,646	96%	▲		
Utility charges	(15,731)	105%	▼		
Depreciation on non-current assets	46,600	99%	▲		
Borrowing costs expense	9,431	66%	▲		
Insurance expenses	16,111	95%	▲		
Other expenses	53,946	93%	▲		
Loss on asset disposals	0	100%	▲		

SUPPLEMENTARY NOTES TO AND FORMING PART OF THE MONTHLY STATEMENTS
FOR THE PERIOD ENDED 30 APRIL 2023

S1. DETAILED ACQUISITION

Description	Schedule	2022/2023 Actual	2022/2023 Budget
Jurien Bay Admin. - Internal Reconfiguration	Governance	25,450	235,000
JB Admin - roof replacement (grant funded)	Governance	-	150,000
JB Admin - front windows (grant funded)	Governance	-	80,000
JB Admin - internal painting (grant funded)	Governance	-	75,000
JB Admin - Ceiling and wall repair (grant funded)	Governance	774	11,000
JB Admin- Renewal of AC system (grant funded)	Governance	4,500	460,000
Light Vehicle - Utility	Law Order & Public Safety	-	55,000
Dandaragan GROH House	Education	(159)	0
Jurien Tip Cell Fence	Community Amenities	-	14,000
Light Vehicle - Admin	Community Amenities	-	57,883
JB Cemetery Grave Retainment	Community Amenities	14,315	20,000
Sandy Cape Replacement of toilet block	Community Amenities	67,659	160,000
FRC Shade Sails		23,800	
Badgingarra Amenities - replace	Community Amenities	22,582	160,000
Dand Transit Park renovate, waterproof and re-tile	Community Amenities	22,438	60,000
Jurien Bay Oval Lights		1,818	
Catalonia Park Amenities - internal refit	Community Amenities	29,635	45,000
Catalonia Park Amenities - enclose gable ends	Community Amenities	2,450	4,000
Civic Centre - amphitheatre lights and bollards	Recreation & Culture	26,641	55,000
Civic Centre - external repaint	Recreation & Culture	17,408	40,000
Civic Centre - window repairs	Recreation & Culture	17,527	25,000
Dandaragan Community Centre - Auto Door Entry	Recreation & Culture	11,792	18,000
Dandaragan Community Centre - hot water services	Recreation & Culture	2,355	8,000
Jurien Irrigation Project	Recreation & Culture	114,920	170,000
JB Fshore - Power Upgrade	Recreation & Culture	276,907	300,114
JB Foreshore Shelter/Seating/BBQ	Recreation & Culture	131,893	80,000
JB Foreshore playground	Recreation & Culture	390	0
2 x Shade Shelter Pioneer Pk Dand.	Recreation & Culture	-	40,000
Queens Jubilee Tree Planting	Recreation & Culture	34,541	14,222
JB Fshore - Ablution/Pavillion	Recreation & Culture	431,334	404,975
JSRC function room roof repair	Recreation & Culture	55,872	50,000
Redexim Verti Drain	Recreation & Culture	-	60,000
Jiff Bin Cleaner	Recreation & Culture	-	40,000
Mower	Recreation & Culture	-	90,000
Cellular booster - Sandy Cape	Recreation & Culture	24,392	30,000
Television Rebroadcast equipment	Recreation & Culture	75,117	75,000
Aggies Cottage - Annual renewal works contribution	Recreation & Culture	-	10,000
WABN Cervantes Connectivity	Transport	99,079	180,000
TWP realignment (Coastwest)	Transport	160,812	160,812
Swale Renewal	Transport	9,091	18,000
Electric Roller Door DN Depot	Transport	-	20,000
Skid Steer	Transport	112,061	120,000
Truck 4 Wheeler	Transport	-	150,000
Marchagee Track	Transport	31,907	11,400
Baberton West Road	Transport	54,049	118,952
Yeramullah Road	Transport	-	175,847
McKays Road	Transport	110,491	158,595
Wandawallah Road	Transport	-	166,425
Capitela Road	Transport	-	111,359
Cantabilling Road	Transport	-	14,625
Stockyard Road	Transport	-	124,518
Harris Street	Transport	4,065	18,000
Bibby Road	Transport	-	552,500
Sandy Cape	Transport	146,657	222,336
Watheroo West Road	Transport	546,730	890,447
Watheroo West Road	Transport	17,778	379,000
Jurien East Road	Transport	74,202	825,773
Jurien East Road	Transport	183,993	1,358,812
Cataby Road	Transport	356,874	186,595
Cataby Road	Transport	322,370	520,115
Dandaragan Road	Transport	415,490	530,761
Dandaragan Road	Transport	174,384	199,000
Agaton Road	Transport	29,938	1,623,469
Bibby Road	Transport	599,278	610,141
Taxiway	Transport	190,283	180,985
JB Taxiway Enrichment Seal	Transport	19,030	20,000
JB Airport Fence, Water, RFDS Tidy	Transport	804	15,000
Smooth Drum	Transport	-	310,000
Pedestrian Roller	Transport	-	25,000
Trailer for Pedestrian Roller	Transport	-	10,000
Jurien Townsite Precinct Signs	Economic Services	13,079	9,000
Ezy Dump Increase Capacity - JB, Badgy, SC	Economic Services	19,523	24,500
Light Vehicle - SUV	Other Property & Services	52,778	60,000
Portable Aircon 48in.	Other Property & Services	7,250	8,000
HD Por Diagnostic Tool	Other Property & Services	12,579	13,500
JB Depot Building	Other Property & Services	214,766	164,803
Light Vehicle - Utility	Other Property & Services	52,426	55,000
Light Vehicle - Utility	Other Property & Services	51,181	55,000
Total		5,519,297	13,495,464

Carryover Works in Progress from 21/22

Description	Schedule	2022/2023 Actual	2022/2023 Budget
TWP realignment (Coastwest)		52,000	52,000
Jurien Bay Admin. - Internal Reconfiguration		-	109
JB Fshore - Power Upgrade		347,146	347,146
JB Foreshore Shelter/Seating/BBQ		16,672	16,672
JB Fshore - Ablution/Pavillion		1,032,344	1,032,344
JB Depot Building		175,389	175,389
Jurien East Road		-	1,333,667
Taxiway		4,015	4,015
Dandaragan GROH House		547,786	547,786
Total		2,175,352	3,509,128

Shire of Dandaragan

ACCOUNTS FOR PAYMENT

FOR THE PERIOD ENDING

30 APRIL 2023

SUMMARY OF SCHEDULE OF ACCOUNTS APRIL 2023

<u>FUND</u>					<u>AMOUNT</u>
<u>MUNICIPAL FUND</u>					
CHEQUES	33837		- 33839		\$600.00
EFT'S	EFT	630	- EFT	661	\$923,408.51
DIRECT DEBITS	GJBDEB	5058	GJBDEB	5078	\$62,225.15
BPAY	BPAY	BPAY060423	- BPAY	BPAY280423	\$23,612.61
TOTAL MUNICIPAL FUND					<u>\$1,009,846.27</u>
<u>TRUST FUND</u>					
CHEQUES	N/A		- N/A		\$0.00
EFT'S	EFT	N/A	- EFT	N/A	\$0.00
TRANSFER	Trust	N/A	- Muni	N/A	\$0.00
					<u>\$0.00</u>

This schedule of accounts to be passed for payment, covering vouchers as detailed above, which was submitted to each member of Council has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costings and the amounts shown the amounts show are due for payment.

Posting Date	Document Type	Document No.	Bank Account No.	Description	Amount
13/04/2023		GJBDEB-5058	MUNI	Salary Packaging	\$ 677.12
13/04/2023		GJBDEB-5058	MUNI	Salary Packaging	\$ (677.12)
13/04/2023		GJBDEB-5059	MUNI	SuperChoice - 13/04/23	\$ 23,858.94
13/04/2023		GJBDEB-5060	MUNI	Salary Packaging	\$ 677.12
3/04/2023	Payment	GJBDEB-5061	MUNI	BWA maintenance fee	\$ 20.00
3/04/2023	Payment	GJBDEB-5062	MUNI	ANZ Merchant fees	\$ 398.26
3/04/2023	Payment	GJBDEB-5063	MUNI	CBA Merchant Fees	\$ 403.22
3/04/2023	Payment	GJBDEB-5064	MUNI	CBA Merchant Fees	\$ 65.48
3/04/2023	Payment	GJBDEB-5065	MUNI	Westnet - Annual Charge mail boxes	\$ 100.00
4/04/2023	Payment	GJBDEB-5066	MUNI	Wex - Fuel Cards	\$ 3,794.29
14/04/2023	Payment	GJBDEB-5067	MUNI	SecurePay Fees	\$ 509.65
20/04/2023	Payment	GJBDEB-5068	MUNI	M/C NRM Jobs - Advert Coordin Enviro Projects	\$ 165.00
20/04/2023	Payment	GJBDEB-5069	MUNI	M/C BWS refreshments	\$ 142.00
20/04/2023	Payment	GJBDEB-5070	MUNI	M/C Evenbrite - Staying in Place Expo training	\$ 50.00
20/04/2023	Payment	GJBDEB-5071	MUNI	M/C Parking	\$ 9.21
20/04/2023	Payment	GJBDEB-5072	MUNI	M/C BWS Sympathy Gift	\$ 51.00
20/04/2023	Payment	GJBDEB-5072	MUNI	M/C Nesuto - Accommodation Staff training	\$ 1,062.00
20/04/2023	Payment	GJBDEB-5072	MUNI	M/C Great Eastern Motor Lodge - Accommodation	\$ 1,014.00
20/04/2023	Payment	GJBDEB-5072	MUNI	M/C Bay Bakery - Depot Opening item	\$ 120.00
20/04/2023	Payment	GJBDEB-5072	MUNI	M/C BWS - Refreshments for Council	\$ 366.00
20/04/2023	Payment	GJBDEB-5072	MUNI	M/C Spotlight - Depot Opening items	\$ 106.00
20/04/2023	Payment	GJBDEB-5072	MUNI	M/C Holiday Inn - Accommodation Staff training	\$ 385.50
20/04/2023	Payment	GJBDEB-5072	MUNI	M/C Wattle Grove Motel - Accommodation Staff training	\$ 206.00
20/04/2023	Payment	GJBDEB-5072	MUNI	M/C Wattle Grove Motel - Accommodation Staff training	\$ 206.00
20/04/2023	Payment	GJBDEB-5072	MUNI	M/C Bentley Motel - Accommodation Staff training	\$ 147.00
20/04/2023	Payment	GJBDEB-5072	MUNI	M/C Bentley Motel - Accommodation Staff training	\$ 147.00
20/04/2023	Payment	GJBDEB-5072	MUNI	M/C Jurien Bay Panel and Paint - Insurance Excess DN86	\$ 500.00
20/04/2023	Payment	GJBDEB-5072	MUNI	M/C NTAA - FBT Seminar	\$ 469.00
20/04/2023	Payment	GJBDEB-5072	MUNI	M/C SurveyMonkey - Foreign transaction fee	\$ 10.30
20/04/2023	Payment	GJBDEB-5072	MUNI	M/C SurveyMonkey - Subscription renewal	\$ 349.09
20/04/2023	Payment	GJBDEB-5072	MUNI	M/C Our Community - Subscription to grant access	\$ 400.00
20/04/2023	Payment	GJBDEB-5072	MUNI	M/C DMIRS	\$ 9.60
24/04/2023	Payment	GJBDEB-5073	MUNI	Aus Post Visitor Centre Fees and Refund	\$ 1,061.90
24/04/2023	Payment	GJBDEB-5074	MUNI	Aust Post - Bank Charges	\$ 250.58
3/04/2023	Payment	GJBDEB-5075	MUNI	BWA - BPAY Transaction fees	\$ 323.20
27/04/2023		GJBDEB-5076	MUNI	Salary Packaging	\$ 677.12
27/04/2023		GJBDEB-5077	MUNI	SuperChoice - 27/04/23	\$ (24,170.68)
27/04/2023		GJBDEB-5077	MUNI	SuperChoice - 27/04/23	\$ 24,170.68
27/04/2023		GJBDEB-5078	MUNI	SuperChoice - 27/04/23	\$ 24,170.69
				Grand Total - Direct Debits	\$ 62,225.15

Date	Cheque Number	Vendor	Invoice	Description	Amount
5/04/2023	33837	V82531 - PLEASE PAY CASH	RANGERS CHANGE FLOAT #2	Ranger's Change Cash float for Camping Fees	\$ 200.00
				Total V82531	\$ 200.00
				Total 33837	\$ 200.00
6/04/2023	33838	VOID	VOID	VOID	\$ -
				Total VOID	\$ -
				Total 33838	\$ -
6/04/2023	33839	V82531 - PLEASE PAY CASH	RANGER'S CHANGE CASH FLOAT #3 & 4	Ranger's Change Cash float for Camping Fees	\$ 400.00
				Total V82531	\$ 400.00
				Total 33839	\$ 400.00
				Grand Total - Cheque	\$ 600.00

Date	BPAY Number	Vendor	Invoice	Description	Amount
6/04/2023	BPAY060423	V80818 - Telstra Corporation	7863675800/MAR23	Invoice PI70796	\$ 10,911.21
				Total V80818	\$ 10,911.21
		V81671 - Water Corporation	9015427497/MAR23	Controlled Tankered Waste 04 Jan 23 to 22 Feb 23	\$ 3,766.44
				Total V81671	\$ 3,766.44
				Total BPAY060423	\$ 14,677.65
14/04/2023	BPAY140423	V80818 - Telstra Corporation	2175531868/APR23	Fuel Systems Apr 23	\$ 29.98
			2503689339/APR23	Library usage Apr 23	\$ 134.97
			2175532049/APR23	Mobile usage to 01/04/23	\$ 187.99
			2175531686/APR23	Mobile usage to 01/04/23	\$ 752.96
				Total V80818	\$ 1,105.90
		V81042 - City Of Fremantle	126819	Subscription - Librarycraft annual sub	\$ 100.00
				Total V81042	\$ 100.00
		V81213 - City Of Greater Geraldton	110712	Staff training	\$ 30.00
				Total V81213	\$ 30.00
				Total BPAY140423	\$ 1,235.90
		28/04/2023	BPAY280423	V80818 - Telstra Corporation	5258987000/APR23
	Total V80818				\$ 3,748.57
V81671 - Water Corporation	9007256376/APR23			Cerv CBD Toilets 14/2-14/4/23	\$ 30.48
	9007251663/APR23			Catalonia St Toilets/Retic Tanks 13/2-13/4/23	\$ 3,473.87
	9007252543/APR23			Cerv Gym Hall 13/2-13/4/23	\$ 358.02
	9010675344/APR23			Cerv Waste Tnf Station 14/2-13/4/23	\$ 88.12
	Total V81671			\$ 3,950.49	
	Total BPAY280423	\$ 7,699.06			
		Grand Total - BPAY	\$ 23,612.61		

Date	EFT Number	Vendor	Invoice	Description	Amount
6/04/2023	658/1156	V80021 - BOC Gases	5006031887	Cylinder Hire/Usage 26/02/2023 to 28/03/2023	\$ 82.81
				Total V80021	\$ 82.81
		V80087 - Synergy	284129620/MAR23	Bore Marine Fields 18/1-20/3/23	\$ 71.38
			111890190/MAR23	Park 5A opposite sales office 17/01-17/03/23	\$ 117.23
			263827240/MAR23	Beachridge Estate Entry 17/1-17/3/23	\$ 115.43
			125055780/MAR23	Weston St Park 20/1-22/3/23	\$ 119.58
			108788340/MAR23	CBD Rest Area Cervantes 20/1-22/3/23	\$ 199.82
			818063790/MAR23	Cervantes F/S Amenities 21/1-22/3/23	\$ 144.31
			903907310/MAR23	Cervantes F/S Amenities 21/1-22/3/23	\$ 295.20
			686912910/MAR23	Cervantes oval 21/1-22/3/23	\$ 2,476.56
			905537000/MAR23	Memorial Cnr 21/1-22/3/23	\$ 259.27
				Total V80087	\$ 3,798.78
		V81374 - Building and Construction Industry Training Fund	175450-S1J2K6	BCITF March 2023	\$ 1,871.72
				Total V81374	\$ 1,871.72
		V82274 - Vari-Skilled	21007	Mowing Contract 2022/23 March 2023	\$ 12,316.83
			21007A	Mowing Contract 2022/23 March 2023	\$ 3,417.91
				Total V82274	\$ 15,734.74
		V82649 - Jurien Garden Soils	88/MAR23	Plants	\$ 186.00
				Total V82649	\$ 186.00
		V82767 - Fowler Electrical Contracting	R009019	New lights	\$ 3,087.17
				Total V82767	\$ 3,087.17
		V83095 - Parkwood Hardware	1691096	Cistern backrest etc	\$ 1,783.69
			1691097	Dual flush cisterns	\$ 1,156.58
				Total V83095	\$ 2,940.27
		V83145 - Avdata Australia	150029051/133	Jurien Bay Flight Data Mar 23	\$ 248.53
				Total V83145	\$ 248.53
		V83480 - Jurien Bay Newsagency	SN00035103042023	Farewell cards	\$ 104.32
				Total V83480	\$ 104.32
		V83507 - CouncilFirst	SI007690	M365 Licencing - Apr 23	\$ 1,151.88
				Total V83507	\$ 1,151.88
		V84273 - Building And Energy	DANDARAGAN BSL MARCH 2023	BSL Remittance March 2023	\$ 1,921.48
				Total V84273	\$ 1,921.48
		V84316 - Rural Building Company	VERGE BOND REFUND BA 68/2021	Verge Bond Refund Job No. 301508	\$ 500.00
				Total V84316	\$ 500.00
		V84371 - Nessa Hall - Nussy Cleaning Management Services	7788	Jurien Bay Cleaning Contract February 2023	\$ 6,434.29
				Total V84371	\$ 6,434.29
		V84478 - Vestone Capital	120888	Councillor Laptop Lease 03/04/23 to 30/06/23	\$ 2,700.20
				Total V84478	\$ 2,700.20
		V84554 - Cloud Collections Pty Ltd	3984	Legal Expenses period ending 30/3/23	\$ 8.80
				Total V84554	\$ 8.80
		V84562 - CouncilWise Pty Ltd	INV-CW-0450	PropertyWise Property & Rating monthly licence April 2023	\$ 2,872.32
				Total V84562	\$ 2,872.32
		V84658 - Sharon McArdle	REIMBURSEMENT APR23	Reimbursement for staff retirement gift	\$ 199.00
				Total V84658	\$ 199.00
		V84747 - Midcoast Hydraulic Services	91	Hire of water pump and water cart	\$ 31,611.80
				Total V84747	\$ 31,611.80
		V84793 - Ron Hames	1/MAR23	TCVC Merchandise - A Look of Jurien History Books	\$ 150.00
				Total V84793	\$ 150.00
				Total 658/1156	\$ 75,604.11
13/04/2023	630	Payroll	Payroll FNE 11/04/2023	Payroll FNE 11/04/2023	\$ 110,025.68
				Total 630	\$ 110,025.68
14/04/2023	659/1157	V80033 - Derricks Auto-Ag & Hardware Plus	10303710	Hydraulic fittings	\$ 79.00
			10302634	3inch suction hose	\$ 520.00
				Total V80033	\$ 599.00
		V80043 - Jurien Bay IGA	07/MAR23	Jurien Bay Admin Consumables Mar 23	\$ 1,669.64
				Total V80043	\$ 1,669.64
		V80087 - Synergy	185507110/APR23	Adriana 4A Pk (Senior) 25/2-27/3/23	\$ 112.70
			721287150/APR23	Street Lighting 25/1-24/3/23	\$ 15,156.57
			919109010/MAR23	Power Watch Security Lighting 01/01-31/03/23	\$ 1,253.12
				Total V80087	\$ 16,522.39

Date	EFT Number	Vendor	Invoice	Description	Amount
		V80137 - Western Australian Local Government Association			
			SI-004350	Members Training	\$ 583.00
			SI-004349	Members Training	\$ 583.00
				Total V80137	\$ 1,166.00
		V80163 - Badgingarra Community Assn			
			2023 #53	Badgingarra Town Maintenance March 23	\$ 4,330.51
				Total V80163	\$ 4,330.51
		V80352 - Zipform Pty Ltd			
			215524	Bulk mail out	\$ 2,920.07
				Total V80352	\$ 2,920.07
		V80910 - Mcleods Barristers And Solicitors			
			129045	Legal Expenses	\$ 479.60
				Total V80910	\$ 479.60
		V81038 - AV Truck Services Pty Ltd			
			123419	Replace coolant level sensor	\$ 1,032.22
				Total V81038	\$ 1,032.22
		V81097 - Australia Post			
			1012311193	Postage March 2023	\$ 2,311.94
				Total V81097	\$ 2,311.94
		V81172 - WA Hino Sales & Service			
			295309	Speed sensor	\$ 843.58
			292150	Water pump assy & thermostat kit	\$ 1,368.03
				Total V81172	\$ 2,211.61
		V81352 - Jurien Signs			
			6552	Protective clothing	\$ 137.00
				Total V81352	\$ 137.00
		V81382 - Cervantes Hardware and Marine			
			180948	Superwash & Biactive herbicide	\$ 1,464.98
			180605	Cockroach baits & hat	\$ 34.90
			180552	Garden tap	\$ 14.95
			180630	Various plumbing supplies	\$ 81.51
			180687	PVC valve socket & poly reducing socket	\$ 35.86
				Total V81382	\$ 1,632.20
		V81490 - Ricoh Finance			
			504538	Photocopier Lease 08/05/2023 to 07/06/2023	\$ 1,438.07
				Total V81490	\$ 1,438.07
		V81545 - Winc Australia Pty Limited			
			9042099113	Stationery Order 27.03.2023	\$ 174.87
				Total V81545	\$ 174.87
		V81744 - Nutrien Ag Solutions			
			908540575	Chlorpyrifos 500 insecticide	\$ 244.53
				Total V81744	\$ 244.53
		V81848 - Professionals Jurien Bayview Realty			
			070523	Staff Housing 24/04/2023 to 07/05/2023	\$ 740.00
			060523	Staff Housing 23/04/2023 to 06/05/2023	\$ 920.00
				Total V81848	\$ 1,660.00
		V81874 - Child Support			
			PJ003960	Child Support	\$ 181.22
				Total V81874	\$ 181.22
		V81992 - E & M J Rosher Pty Ltd			
			1456220	Replace thermo sensor	\$ 159.50
				Total V81992	\$ 159.50
		V82028 - Avon Waste			
			55291	Fortnightly rubbish service 13/3-24/3/23	\$ 17,794.41
				Total V82028	\$ 17,794.41
		V82228 - Marketforce Pty Ltd			
			47148	Advertising mowing tender	\$ 256.08
			47150	Advertising mowing tender	\$ 697.53
			47147	Public Auction Ad	\$ 363.70
			47149	Death Notice	\$ 111.78
			41248	Early settlement disc inv 46819	\$ (19.99)
				Total V82228	\$ 1,409.10
		V82474 - Direct Contracting Pty Ltd			
			2505	Grading at various locations	\$ 11,616.00
			2502	Cart gravel	\$ 15,625.50
			2496	Sandy Cape - Water Truck refill	\$ 495.00
			2503	Drainage Works	\$ 43,712.90
				Total V82474	\$ 71,449.40
		V82767 - Fowler Electrical Contracting			
			R009033	Repair retic pump	\$ 455.61
			R009034	Reconfigure and repair main switch board damaged by rodents	\$ 5,689.31
				Total V82767	\$ 6,144.92
		V82883 - Western Regional Towing			
			230403	Freight from Perth to Cervantes	\$ 660.00
				Total V82883	\$ 660.00
		V83278 - The Workwear Group Pty Ltd			
			14787110	Staff Uniforms	\$ 432.16
				Total V83278	\$ 432.16
		V83365 - Bitutek Pty Ltd			
			7468	Cataby Rd - SLK 3.00 - 6.00, 24000m2 of 14mm final seal	\$ 152,310.13
				Total V83365	\$ 152,310.13
		V83427 - Bridged Group Pty Ltd			
			54718	Office 365 Datto Backup April 23	\$ 198.00
				Total V83427	\$ 198.00
		V83495 - Dandaragan Store			
			C56/MAR23	Dandaragan Depot consumables Mar23	\$ 65.65
				Total V83495	\$ 65.65
		V83507 - CouncilFirst			
			SI007698	CouncilFirst Production Environment April 23 - June 23	\$ 21,539.83
			SI007709	STP Transaction Mar 23	\$ 55.00
				Total V83507	\$ 21,594.83

Date	EFT Number	Vendor	Invoice	Description	Amount
		V83621 - Prestige Alarms			
			S22080	Alarm Programming	\$ 121.00
				Total V83621	\$ 121.00
		V83660 - D Greenwood			
			43/APR23	Supply waste management to Badgingarra Tip Mar 23	\$ 1,280.00
				Total V83660	\$ 1,280.00
		V83780 - Pinnacles Traffic Management Services			
			185	Supply traffic controllers 19/3-31/3/23	\$ 8,703.75
			186	Traffic Control 28/3-30/3/23	\$ 6,083.00
				Total V83780	\$ 14,786.75
		V83863 - Badgingarra Roadhouse & Tourist Park			
			1891304	Catering & Diesel	\$ 244.43
				Total V83863	\$ 244.43
		V84004 - Department of Water and Environmental Regulation			
			TF029497	Controlled Waste DEC tracking form to 31/03/23	\$ 528.00
				Total V84004	\$ 528.00
		V84102 - Terry Sims			
			REIMBURSEMENT APRIL 2023	Diesel fuel 55.96lts 03/04/23	\$ 109.08
				Total V84102	\$ 109.08
		V84117 - Vanguard Press			
			37502	Holiday Guide Distribution & Storage - Mar 2023	\$ 449.96
				Total V84117	\$ 449.96
		V84327 - Lyall Ward			
			50/MAR23	Dandaragan Waste Attendant March 23	\$ 2,112.00
			1/MAR23	Dandaragan Waste Attendant March 23	\$ 247.50
				Total V84327	\$ 2,359.50
		V84371 - Nessa Hall - Nussy Cleaning Management Services			
			7809	Sandy Cape Cleaning Contract March 2023	\$ 5,094.78
			7808	Cervantes Cleaning Contract March 2023	\$ 3,474.63
				Total V84371	\$ 8,569.41
		V84422 - Jurien Tyre & Auto			
			61777	Vehicle service & new tyres	\$ 1,486.55
			61695	Replacement globes	\$ 49.30
			61764	ACDelco batteries	\$ 1,194.60
				Total V84422	\$ 2,730.45
		V84458 - Ray White Jurien Bay			
			040523	Staff Housing 21/04/2023 to 04/05/2023	\$ 920.00
			050523	Staff Housing 22/04/2023 to 05/05/2023	\$ 760.00
				Total V84458	\$ 1,680.00
		V84466 - Place Laboratory			
			2076_08	Jurien Bay CBD Urban Design Plan	\$ 13,107.60
				Total V84466	\$ 13,107.60
		V84530 - Peter Miley			
			23004	Completion stage 2 pipeline	\$ 52,256.60
				Total V84530	\$ 52,256.60
		V84678 - JAV Brown and Sons			
			38	Supply of water	\$ 5,247.00
				Total V84678	\$ 5,247.00
				Total 659/1157	\$ 414,398.75
24/04/2023	660/1158				
		V81611 - Australian Taxation Office			
				GST Settlement Mar 23	\$ 117,148.00
				Total V81611	\$ 117,148.00
				Total 660/1158	\$ 117,148.00
27/04/2023	631	Payroll	Payroll FNE 25/04/2023	Payroll FNE 25/04/2023	\$ 109,828.63
				Total 631	\$ 109,828.63
28/04/2023	661/1159				
		V80087 - Synergy			
			317260610/APR23	JCC 7/2/23-6/3/23	\$ 2,325.72
				Total V80087	\$ 2,325.72
		V80240 - RBC Rural			
			32181	Repair Ricoh Photocopier 3004	\$ 143.00
				Total V80240	\$ 143.00
		V80279 - Jurien Sport and Recreation Centre			
			17/04/23 OP RETURN	BookEasy booking	\$ 17,100.00
			26/04/23 OP RETURN	BookEasy booking	\$ 4,695.00
				Total V80279	\$ 21,795.00
		V80616 - Cervantes Pinnacles Motel			
			17/04/23 OP RETURN	BookEasy booking	\$ 192.50
			33590	Function Room Hire / Refreshments Council Meeting 27 April 2023	\$ 1,469.50
				Total V80616	\$ 1,662.00
		V80704 - Badgingarra CWA			
			29/APR23	Catering for FCO meeting 12/04/23	\$ 375.00
				Total V80704	\$ 375.00
		V80955 - Sportrophy			
			42724	Honour Board COY	\$ 480.00
				Total V80955	\$ 480.00
		V81343 - Dandaragan Mechanical Services			
			9618	Battery	\$ 221.75
				Total V81343	\$ 221.75
		V81348 - Russ - Hills Contracting			
			4715	Freight March 2023	\$ 308.09
				Total V81348	\$ 308.09

Date	EFT Number	Vendor	Invoice	Description	Amount
		V81545 - Winc Australia Pty Limited			
			9042241701A	Printing A4 Daily Pre Start Books	\$ 321.53
			9042157743	Printing A5 Daily Pre Start Books	\$ 346.94
				Total V81545	\$ 668.47
		V81616 - Jurien Pest Management			
			7888	Pest management	\$ 352.00
				Total V81616	\$ 352.00
		V81663 - Communication and Wireless Services			
			13190	Reconfigure Appear TV digital TV multiplexer	\$ 484.00
			13189	VAST Smartcard & CAM module - single service for replacement satellite receiver	\$ 446.27
			13191	Installation of replacement FM radio transmitters	\$ 2,539.57
				Total V81663	\$ 3,469.84
		V81848 - Professionals Jurien Bayview Realty			
			210523	Staff Housing 08/05/2023 to 21/05/2023	\$ 740.00
			200523	Staff Housing 07/05/2023 to 20/05/2023	\$ 920.00
				Total V81848	\$ 1,660.00
		V81874 - Child Support			
			PJ003968	Child Support	\$ 181.22
				Total V81874	\$ 181.22
		V81924 - Team Global Express Pty Ltd			
			0608-D583590	Freight W/E 24/3/23	\$ 18.56
			0609-D583590	Freight Dand Library	\$ 361.93
				Total V81924	\$ 380.49
		V81973 - Fuel Distributors of WA Pty Ltd			
			466401	Rubia Works, Azolla, Quartz Ineo & Ecoblue	\$ 3,640.73
				Total V81973	\$ 3,640.73
		V82028 - Avon Waste			
			55774	Fortnightly rubbish service 27/03/23 to 07/04/23	\$ 16,428.43
				Total V82028	\$ 16,428.43
		V82672 - Jurien Bay Tourist Park			
			17/04/23 OP RETURN	BookEasy booking	\$ 956.80
			26/04/23 OP RETURN	BookEasy booking	\$ 383.24
				Total V82672	\$ 1,340.04
		V82767 - Fowler Electrical Contracting			
			R009041	Supply and fit new electrical cord to the ice machine	\$ 98.25
			R009050	Repair Fault with bore pump	\$ 370.17
			R009039	Replace main power wire	\$ 1,762.15
				Total V82767	\$ 2,230.57
		V82823 - The Last Drop Plumbing Co			
			5344	RPZD Backflow Testing	\$ 1,463.00
				Total V82823	\$ 1,463.00
		V83278 - The Workwear Group Pty Ltd			
			14787070	Staff Uniforms	\$ 1.00
			14764654	Staff Uniforms	\$ 383.66
			14786723	Staff Uniforms	\$ 390.98
			14787070.1	Staff Uniforms	\$ 405.99
				Total V83278	\$ 1,181.63
		V83735 - Shire of Mingenew			
			10223	OH&S Expenses VELPIC Quarterly Fee Jan-Mar 23	\$ 154.73
				Total V83735	\$ 154.73
		V83914 - Turquoise Safaris			
			17/04/23 OP RETURN	BookEasy booking	\$ 218.75
				Total V83914	\$ 218.75
		V84058 - Jurien Bay Medical Centre			
			116262	Pre-placement Medical Examination	\$ 148.50
				Total V84058	\$ 148.50
		V84155 - Jurien Hardware - Thrifty Link			
			23-00008657	Self tapper	\$ 4.56
			23-00008759	Lubricant, toilet set, clock & batteries	\$ 46.07
			23-00008721	BIC Couplings for adapters	\$ 237.50
			23-00009042	Tape cloth	\$ 8.55
			23-00009487	Power board & extension lead	\$ 24.60
			23-00009597	Protective Clothing	\$ 160.55
			23-00009676	Roll pins	\$ 0.95
			23-00010208	Door stop	\$ 4.94
			23-00010242	End cap	\$ 19.00
			23-00010298	PVC coupling, quickfix coupling, reduce bush & solvent	\$ 51.78
			23-00010557	Hand cleaner	\$ 18.95
			23-00011096	Wall mate pack & self tappers	\$ 19.95
			23-00011153	Teflon tape, PVC reduce bush, faucet socket & poly socket	\$ 58.14
			23-00011166	Armorall & microfibre rags	\$ 40.33
			23-00011168	Protective Clothing	\$ 179.55
			23-00011355	Kneeling pads	\$ 23.75
			23-00011359	PVC pipe & coupling	\$ 19.66
			23-00011368	Ledge hammer	\$ 74.10
			23-00011424	Rapid set concrete 20kgs	\$ 19.00
			23-00011468	Mounting tape & blu tack	\$ 13.78
			23-00011521	Wipe roll	\$ 20.42
			23-00011615	PVC coupling & quickfix	\$ 30.02
			23-00011649	Cable joiners	\$ 70.30
			23-00011661	Weeder grampas	\$ 61.75
			23-00011775	Blu tack & tape cloth	\$ 21.38
			23-00011719	Protective clothing	\$ 179.55
			23-00012046	Roller cover, talon & roller kit	\$ 30.16
			23-00012071	PVC pipe	\$ 14.25
			23-00012140	Poly slip joiners	\$ 23.56
			23-00012148	Fiskars bowsaw	\$ 18.95
			23-00012173	Ezy reacher pro	\$ 85.50
				Total V84155	\$ 1,581.55
		V84233 - Jolin Consulting			
			84	Consultancy Profiling & Culture Shaping	\$ 945.00
				Total V84233	\$ 945.00

Date	EFT Number	Vendor	Invoice	Description	Amount
		V84239 - Calkay Pty Ltd			
			22367	Annual Height Safety Inspections	\$ 3,190.00
				Total V84239	\$ 3,190.00
		V84389 - Veronica Maher			
			REIMBURSEMENT APRIL 2023A	Staff Training	\$ 210.00
				Total V84389	\$ 210.00
		V84410 - Kidsafe			
			64569	Kidsafe Playground Inspection staff training	\$ 1,200.00
				Total V84410	\$ 1,200.00
		V84422 - Jurien Tyre & Auto			
			61952	Vehicle service	\$ 520.55
				Total V84422	\$ 520.55
		V84458 - Ray White Jurien Bay			
			180523	Staff Housing 05/05/2023 to 18/05/2023	\$ 920.00
			190523	Staff Housing 06/05/2023 to 19/05/2023	\$ 760.00
				Total V84458	\$ 1,680.00
		V84484 - Linda Quanchi			
			9/APR23	Youth workshop Library - Lighthouses	\$ 750.00
				Total V84484	\$ 750.00
		V84553 - Jurien Trenching & Excavations			
			242	Fence new gravel pit	\$ 13,880.00
				Total V84553	\$ 13,880.00
		V84773 - Ray White Jurien Bay			
			17/04/23 OP RETURN FREDDY HOLLOW	BookEasy booking	\$ 847.00
			26/04/23 OP RETURN BEACHFRONT	BookEasy booking	\$ 759.50
				Total V84773	\$ 1,606.50
		V84786 - OWS Sales and Service			
			283	Service of Cardboard Baler	\$ 749.38
			308	Repairs to Cardboard Baler	\$ 7,073.00
				Total V84786	\$ 7,822.38
		V84789 - Jurien Bay Mitre 10			
			628088	Paint & Brushes	\$ 854.60
			628801	Door lock and closer	\$ 163.50
			629499	Various sewer fittings	\$ 392.40
			629555	629555-various plumbing supplies	\$ 37.50
			629527	629527-various plumbing supplies	\$ 65.90
			628770	628770-screen door latch	\$ 29.95
			628612	628612-various plumbing supplies	\$ 69.90
			627992	627992-toilet seat	\$ 63.00
			628647	Crayon Lumber Yellow	\$ 2.20
			629191	Aerostart aerosol	\$ 17.50
			629973	Shower heads	\$ 169.50
			630045	Steel fence posts & mesh barrier	\$ 110.00
			630046	9v battery	\$ 9.95
			629961	Quickspray gloss white	\$ 19.90
			629962	Drill bit viper	\$ 127.75
			630065	BBQ cleaner, double sided tape & batteries	\$ 37.40
			630485	Nuts & bolts	\$ 17.45
				Total V84789	\$ 2,188.40
				Total 661/1159	\$ 96,403.34
Grand Total - EFT Payment					\$ 923,408.51

7.10 C7HHCR10 – HEAVY HAULAGE COST RECOVERY

PART A- Policy

Objective

The objective of this Policy is to provide a suitable framework and methodology for the recovery of maintenance costs caused by heavy haulage operators, excluding traditional agricultural produce (ie. grain, fertiliser, and stock, excluding feedlots of a scale that require a development application), within the Shire of Dandaragan's road network.

Policy Statement

This Policy applies to any party operating a Restricted Access Vehicle (RAV) to run a defined vehicle freight task, excluding traditional agricultural produce, on the Shire of Dandaragan's road network.

Council recognises that it is unreasonable for its communities to bear these ongoing associated costs of intensive and/or heavy haulage which exceeds the design capacity of the road network and acknowledges that expenses need to be recovered from heavy haulage operators at a fair and reasonable rate to offset additional maintenance costs and the reduction in the life of roads within its network.

This policy will apply to all new applications for RAV permits that are referred by Main Roads WA to the Shire for input and to all roads that have a CA07 condition of access that requires the party to obtain a letter of approval from the Shire. The Shire will also apply the policy to new planning applications.

The operation of heavy haulage must be deemed to involve such a volume (Refer to Definitions in Part B - Extraordinary Load), that it is likely to cause damage resulting in extraordinary expenses for damage that is considered well beyond what would normally be anticipated for the category of road/s concerned.

PART B - Management Procedures

Definitions

Agreement	Means an Agreement formally entered into between the local government authority and the operator defining the conditions of access, including charges for a defined transport task.
Annual Design ESA (ADESA)	Means the predicted annual ESA that was used to design a road pavement structure. If this is unknown it may be estimated based on the average annual ESA from historic traffic counts or the annual ESA that would reasonably be expected for a particular category of road under normal circumstances.
Authority	Means the authority to enter into an agreement with an Operator under this Policy shall be approved by the Chief Executive Officer
Equivalent Standard Axle (ESA)	Means the number of standard axle loads which are equivalent in damaging effect on a pavement to a given vehicle or axle loading. Every vehicle combination can be expressed as a number of ESA.
Operator	Means the party that is requesting to use a local government road for a defined freight task.
Extraordinary Load	Means a defined freight task that will result in a significant increase in the ADESA resulting in damage to the road pavement and reduction in the structural design life of the road giving rise to extraordinary expenses as a result of increased routine and planned maintenance and premature failure necessitating rehabilitation or reconstruction of the road.
Routine Maintenance	Means unplanned activities that maintain the serviceability of the road such as potholes, cleaning drainage structures, repairing edge breaks and sweeping pavements.
Preservation	Planned maintenance and rehabilitation that are designed to preserve or extend the serviceable design life of the road such as cracked seal, resealing with a bituminous sprayed seal, rehabilitation of gravel shoulders, and replacing culverts and kerbs.

Detail

This Policy applies to any heavy haulage Operator that plans to run a defined vehicle freight task on the Shire of Dandaragan's road network, with the exclusion of traditional agricultural produce.

All Operators shall provide the following information to the Shire of Dandaragan:

1. The type and axle configuration of the vehicles to be used for the task
2. The annual freight tonnage for the task and the vehicle payload
3. The number of daily vehicle passes
4. The duration of the task; and
5. The task routing and distance

Additionally, if the Shire of Dandaragan considers that the defined freight task is likely to affect roads in adjoining local government authorities (LGA's), it has an obligation to notify the impacted LGA's accordingly.

Extraordinary Load

An Extraordinary Load is defined as a task that will result in a significant increase in the Annual Design ESA (ADESA) and will result in damage to the pavement and reduction in the structural design life of the road leading to extraordinary expenses.

An Extraordinary Load is assigned a nominal value of an annual ESA that is greater than 50% of the ADESA for the category of road concerned. The Shire may decide that a different percentage is more appropriate depending on the individual circumstances. A lower percentage or a sliding scale may be deemed appropriate in circumstances where it is clear that the task is likely to cause damage resulting in extraordinary expenses.

The ADESA shall be determined using one of the following methods:

1. Historical pavement design information.
2. Engineering assessment based on traffic counts, pavement structure and condition performance.
3. From figures provided in Table 1

Table 1: Nominal 50% ADESA for sprayed sealed Local Government roads¹

Road Category	50% ADESA
Access road	400
Local distributor	2000
Regional distributor	12000
District distributor	40000

¹WALGA & ARRB 2015, adapted from Table C.1

Cost Calculation

The relevant charge applied to each Operator shall be calculated using the following industry resources:

- *User Guide – Estimating the Incremental Cost Impact on Sealed Local Roads from Additional Freight Tasks (WALGA & ARRB 2015 Version 1);*
- *User Guide – Estimating the Incremental Cost Impact on Unsealed Local Roads from Additional Freight Tasks (WALGA & ARRB 2015 Version 1)*

This method of calculation, based on all the relevant information provided to the Shire of Dandaragan by the Operator, will be applied to all road surface types (ie. sealed and unsealed). The total annual ESA used to calculate the charge shall be the proposed annual ESA minus the applicable 50% ADESA or other appropriate percentage. Escalation will be applied using a recognised index.

Conditions of Negotiation

The following conditions may necessitate negotiation with an Operator to adjust the calculated charge or to use an alternative methodology:

- If the category of the road has been purposely constructed to a level that is suitable for the proposed heavy vehicles movements
- If the road is in a very poor or failed condition, then the Shire of Dandaragan shall negotiate with the Operator on a strategy and cost to bring the road to a serviceable condition before calculating a charge and permitting use of the road.
- If the magnitude of the freight task is of such a volume that the road is likely to experience structural failure in a short period, then the Shire of Dandaragan shall negotiate an appropriate strategy and charge to upgrade the structural capacity of the road in advance. This will result in an increased ADESA which will then be used to calculate the ongoing charges; and
- If the proposed ESA are excessively above the limits of the *WALGA User Guide*, or if for any other reason this method is deemed inappropriate, then the Shire of Dandaragan may elect to calculate the charge using an alternative method to be determined under the authority of the Shire's Chief Executive Officer.

Funding and Service

Funds collected from Operators shall be placed into a dedicated fund and shall only be used for routine maintenance, preservation, and structural strengthening activities on the section of road concerned.

The Shire shall keep records of all works and costs with Council contributing a portion of the cost of works out of its own funds according to what it would have reasonably allocated to the road if the Operators activities were not present.

After termination or expiry of an Agreement, any remaining funds shall be kept for a period of 12 months (or other agreed period), after which the road will be inspected, and the remaining funds used to repair any defects so that the road is in a similar condition to when the Agreement began. Any remaining funds shall then be returned to the Operator.

Agreement

The Shire of Dandaragan and the Operator shall enter into an Agreement that includes the following:

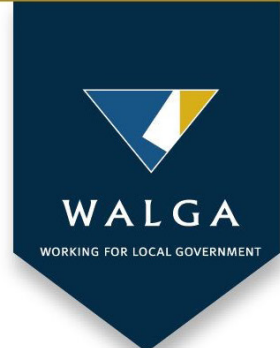
1. The type and axle configuration of the vehicles to be used for the task
2. The annual quantity of vehicle passes and the payload tonnage. If seasonal then this must be described
3. The route, including return journeys
4. The duration of the task
5. The annual and unit rate charge and method of calculation
6. Payment terms and conditions
7. The obligations of the parties, including works records, expenditure, evidence and audit requirements in relation to the determination of actual payload tonnages and notifications of changes to vehicles, payload and routing
8. Conditions on expiry of the Agreement
9. Hours and conditions of operation
10. Breaches and terms of remedy for the Shire of Dandaragan and Operator
11. Duties of the Shire of Dandaragan and Operator

Duties of Local Government

The Shire of Dandaragan will take all reasonable steps to keep the road in a serviceable condition for the duration of the Agreement with appropriate records to be maintained to ensure transparency of expenditure of all collected charges.

Duties of the Operator

The Operator will provide timely notification to the Shire of Dandaragan if there are any changes to the types of vehicles and axle configurations, annual payload and routing as determined by the Shire and set out in the Agreement.



User Guide

Estimating the Incremental Cost Impact on Unsealed Local Roads from Additional Freight Tasks

DATE: MARCH 2019
VERSION NO: 1



ACKNOWLEDGEMENTS

This guideline has been prepared by the Western Australian Local Government Association (WALGA) with the assistance of the Australian Road Research Board.

DISCLAIMER

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1 INTRODUCTION

Western Australian Local Governments face significant costs from road wear as a consequence of unforeseen heavy vehicle traffic triggered by projects, typically in the resources industry. The impacts of additional heavy vehicle traffic on shortening road life and increasing maintenance requirements are greater for roads that were not designed and constructed for this purpose, which is the case for most Local Government roads. In 2015, WALGA published the *User Guide, Estimating the Incremental Cost Impact on Sealed Roads from Additional Freight Tasks (WALGA & ARRB 2015)*. Subsequently many Local Governments have requested that WALGA develop a similar tool for unsealed roads.

This guide provides Local Governments with a tool to quantify the cost of additional wear and damage to affected unsealed roads for a defined freight task. It can be used as the basis for negotiation of cost recovery from industry, to ensure that the local community does not bear the costs imposed by private businesses, and to adjust long term financial plans. The detailed development of the guide is provided in a separate report, '*Technical Basis for Estimating the Cost of Road Wear on Unsealed Local Government Roads in Western Australia (ARRB 2019)*', available from the WALGA website.

Users of this guide will require a basic understanding of gravel material properties and unsealed road maintenance treatments. Input parameters required to estimate the cost of road wear include the quantity and the type of heavy vehicles that will be used for the task to be assessed, the length of the affected road segment and the quality of the gravel wearing course.

1.1 Background

The guide has been developed using the concept of a marginal cost of road wear. The marginal cost of road wear in this context, is defined as the difference in cost of maintaining a road in a serviceable condition with an increased load of traffic and a base traffic load. The marginal cost is expressed in dollars per axle pass for one kilometre of road. Analysis has shown that the marginal cost for unsealed roads is mostly dependent on the:

- quality of surfacing materials,
- climate,
- the number of axle passes, and
- the cost of road maintenance activities.

Using these critical variables, a catalogue has been developed to represent the spectrum of scenarios that are likely to be encountered on unsealed Local Government roads across the State.

The marginal cost for each scenario was modelled by using a custom-built spreadsheet developed by ARRB. The model generates a life cycle cost analysis of the road based on deterioration curves that predict gravel loss as a function of the time since grading, traffic, precipitation and material properties. The deterioration curves were developed from a long-term monitoring program across Australia and further calibrated to represent the scenarios likely to be encountered in Western Australia. As the defined road deteriorates under specific loading conditions, the model triggers maintenance interventions required to keep the road serviceable. The marginal costs are then calculated by accounting for the difference in costs incurred between the additional load and the normal load cases.

Deterioration is primarily in terms of gravel loss and therefore an annual asset consumption based method of costing has been used. Discounting cost escalation, task duration beyond the first year does not therefore change the annual cost.

The scenarios are represented by bar charts which present the marginal cost for a range of granular surfacing material compliance levels in dollars per axle pass for one kilometre lengths of road. The user needs to define their relevant scenario in terms of the vehicle type undertaking the task, the number of trips and the quality of the gravel wearing course. The guide will then lead the user to the applicable graph. Detailed information on how to use the guide is provided in section 2.

1.2 Limitations

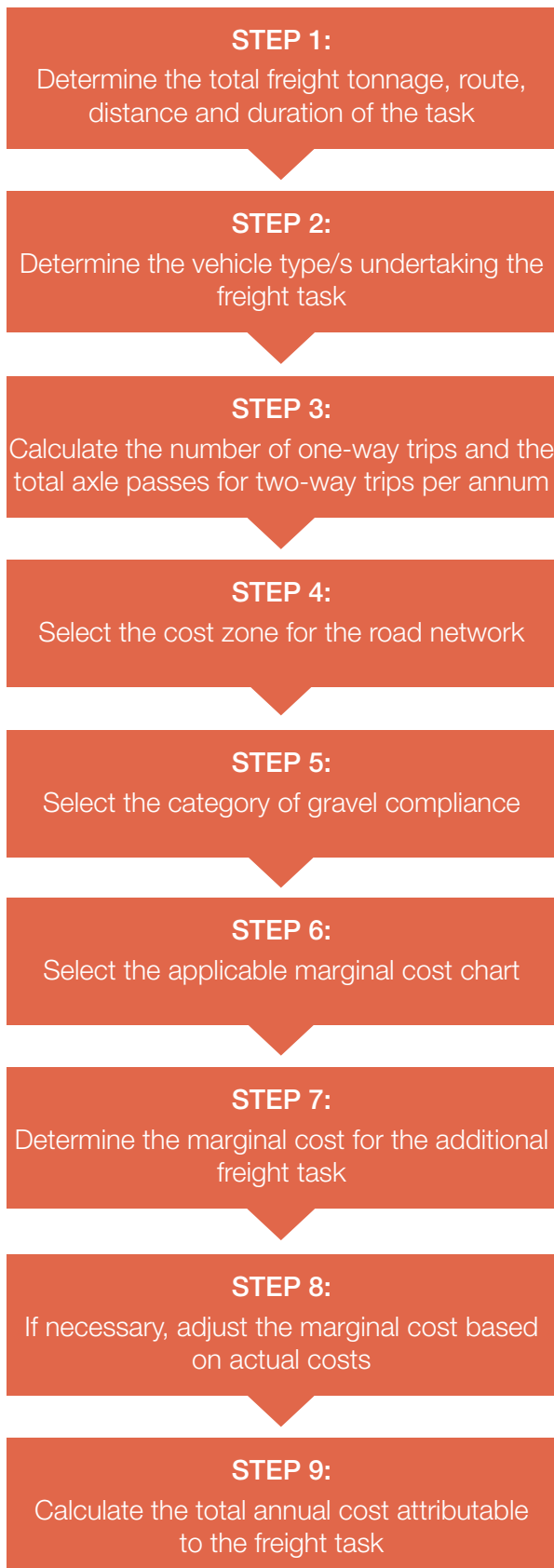
Practitioners need to be aware that the marginal costs presented in this guide have been developed by modelling a synthetic road network designed to represent the majority of scenarios likely to be encountered in Western Australia. There are a multitude of variables that will influence the cost of road wear and the calculated values are only an estimate of the actual cost. Users need to be aware that their scenario may include factors that render the estimate inaccurate.

Some of the limitations are listed below:

1. The marginal cost charts are based on a synthetic network and the user should select the scenario that best fits their circumstances. There may be aspects at a project level that require a review of the calculated cost. Possible examples are:
 - The road is unable to carry the additional traffic from a structural or trafficability view and therefore requires an initial treatment, the choice and cost of which is outside the scope of this manual.
 - Sections of the road are subject to unusual conditions, e.g. flooding or very weak subgrades.
2. The method does not calculate the costs for associated infrastructure, e.g. bridges, culverts and floodways.
3. The actual loading quantities and durations may lie between or outside of the given values. The user will need to interpolate or extrapolate accordingly. The guide may not be valid for scenarios that lie well beyond the modelled limits.
4. The guide has been developed for unsealed local roads only, a separate guide is available for sprayed seal roads.
5. The unit rates are current for 2017. The rates were established from a survey of 28 Local Governments. Users are advised to check if the rates as shown in **Table 4: Indicative unit cost rate** are representative of their scenario and if necessary apply an adjustment as described in Section 2 of this Guide. Escalation factors should be considered for future years.
6. The guide has been developed for the WA Local Government road network and the catalogue of solutions (and underlying assumptions) may not be valid in other jurisdictions.
7. **Table 1: Estimated payloads and axle quantities for typical vehicle types** gives typical vehicle parameters for a range of commonly used vehicles in WA. These figures have been estimated using typical WA vehicle combinations and tare weights. Actual tare weights and axle configurations may vary across vehicle models resulting in slight differences in payload tonnage and total axles.
8. Intersections may be subject to accelerated gravel loss due to turning movements which may warrant a separate assessment.

2 HOW TO USE THIS GUIDE

The guide is structured around a simple stepped process. Figure 1 presents the nine-step procedure to be followed.



Details for completing each step are given below. This is followed by a series of typical worked examples.

What information is required?

The user will need the following information:

1. The type of vehicles to be used for the task
2. The annual freight tonnage for the task or the quantity of vehicle passes
3. The duration of the task
4. The task routing and distance
5. The quality of the gravel wearing course

The following sections detail the sequential steps to determine the cost impact for a defined loading task.

STEP 1: Determine the annual freight tonnage, distance and duration of the task

The User will need to gain a good appreciation of the freight task that is being assessed. This will usually involve discussions with the freight generator to determine the duration of the freight task, the total freight tonnage and routing. Typically, these tasks are well structured, with the proponent possibly having a lease on a mine or similar to extract a certain amount of product over a defined period of time.

The modelling has been based on the use of an annual asset consumption-based method of costing. Discounting escalation and duration beyond the first year does not affect the annual marginal cost (see Limitations, point 5). Therefore the following steps are all performed based on annual task parameters.

The annual freight tonnage is required to calculate the number of vehicle passes which is the critical input variable.

The distance is defined as the road distance to be traversed on a defined route by the loaded vehicles.

Figure 1: Process for calculating the marginal cost estimate and total annual cost

STEP 2: Determine the vehicle type undertaking the task

The next step is to determine the type of vehicle or vehicles that will be used to undertake the task. The vehicle type will typically be supplied by the freight generator. The user must then select the appropriate RAV designation for the vehicle from Appendix A.

STEP 3: Calculate the number of one-way trips and convert into Axle Passes (AP) and determine the total Axle Passes for two-way trips

The total number of one-way trips may be supplied by the freight generator or it can be calculated by

dividing the annual freight tonnage by the vehicle payload to calculate the loaded trips. The vehicle payload will typically be supplied by the freight generator or alternatively it can be estimated using **Table 1: Estimated payloads and axle quantities for typical vehicle types** that gives typical payload tonnages for a range of vehicles commonly used in Western Australia.

The quantity of axles per vehicle is given in Table 1. For other vehicles, the practitioner must ask the freight generator to supply the number of axles per vehicle. If only the RAV category is known, then the number of axles per vehicle can be determined from the diagrams in Appendix A.

Table 1: Estimated payloads and axle quantities for typical vehicle types

Vehicle Type	GCM (Max permitted mass tonnes)	RAV	Approximate Payload ¹ (tonnes)		Total ³ Axles
			Regulation mass limit	AMMS L3 ²	
3 Axle Rigid Truck (12.5m)	22.5	N/A	13	14	3
6 Axle Articulated (19m)	42.5	2 (B)	24	29	6
B Double (27.5m)	67.5	2 (C)	45	53	10
PM + Semi + 5 axle DT (27.5m)	84.0	3 (A)	54	63	12
PM + Semi + 6 axle DT (27.5m)	87.5	4 (A) / 6(A)	56	68	13
Truck + 2 x 6axle DT (36.5m)	107.5	7 (A)	72	87	16
PM + Semi + 2 x 6axle DT (53.5m)	127.5	10(A)	84	102	19

¹ These figures have been estimated using typical WA vehicle combinations and tare weights. Actual tare weights may vary across vehicle models resulting in slight differences in payload tonnage.

² The Accredited Mass Management Scheme (AMMS) allows up to an additional 3.5 tonnes per tri-axle combination and 1.0 tonne per tandem axle combination. The AMMS has three loading levels. If a lower level is applicable then use a proportionate value between RML and AMML L3.

³ Assumes a twin-drive configuration. Adjust total axles for tri-drive and single drive configurations.

Since research indicates that material loss is similar for both loaded and unloaded trips (ARRB 2019) we therefore calculate the AP for the total two-way trips.

An example is as follows:

Proponent supplies the following information:

Total payload = 300,000 tonnes per annum

Vehicle Type = Prime Mover + semi-trailer + 6 axle dog trailer operating at AMMSL3

From Appendix A the vehicle type is a RAV4(A)

From Table 1, the payload is 68 tonnes and there are 13 axles per vehicle

Therefore, the number of annual loaded one way trips is $300,000/68 = 4412$

The AP for one-way trips = $4412 \times 13 = 57,356$ AP

The total AP for two-way trips = $57,356 \times 2 = 114,712$ AP

STEP 4: Select the cost zone

The appropriate cost zone must be selected from Figure 2.

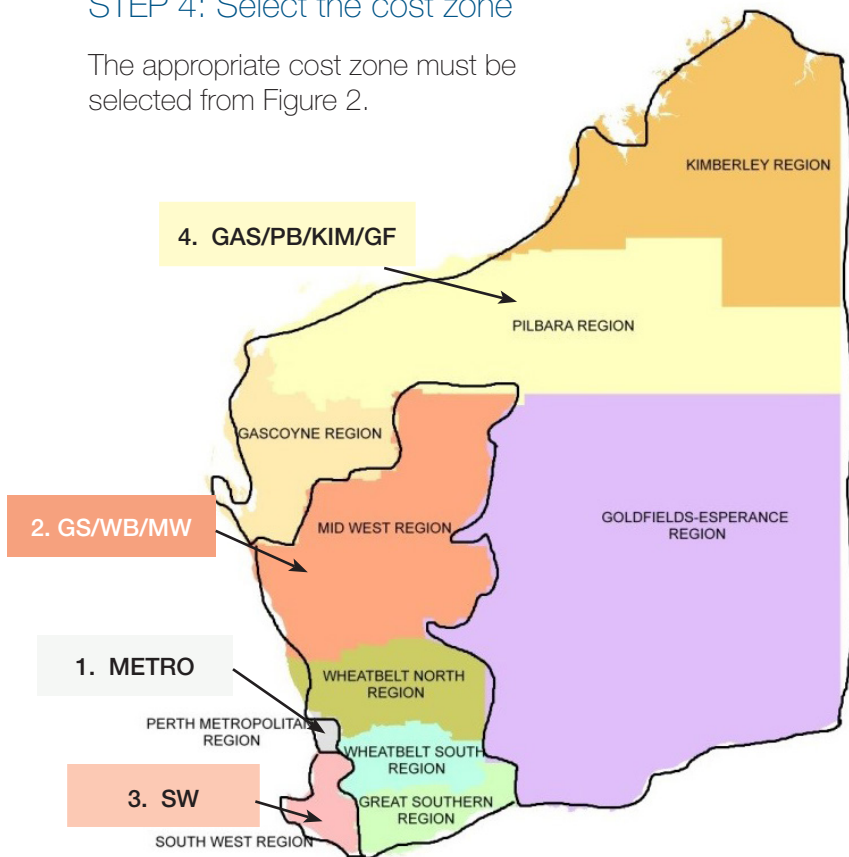


Figure 2: Western Australian cost zones

STEP 5: Select the gravel compliance level

Gravel compliance refers to the materials characteristics relative to a gravel that has optimum characteristics that minimise gravel loss and deformation under traffic. The material grading and plasticity are the two most important performance criteria.

Select the appropriate gravel compliance level from Table 2. If there are sections of the road with distinctly different gravel quality characteristics, then it may be appropriate to assess these sections independently. In most cases an experienced practitioner will be able to select the appropriate level from a visual inspection. However if grading and linear shrinkage testing results can be obtained then Table 2 can be used together with Figure 3 to assist in selecting the most appropriate level.

Table 2: Indicative compliance level and performance of unsealed road granular surfacing materials

Indicative compliance level	Materials and performance attributes
Non-compliant below	High rate of material loss (> 20 – 40 mm per year per 100 AADT) with surface ravelling and corrugations under traffic. Shrinkage Product (SP) below 100, whereas the Grading Coefficient (GC) may vary widely. Uniformly graded fine materials with a low GC display low resistance to erosion and coarsely graded higher GC materials tend to ravel badly and are generally unsuitable.
Borderline below	Moderate rate of material loss (10 – 20 mm per year per 100 AADT), with the surface tending to loosen and corrugate under the action of traffic but may remain tolerable to heavy traffic at low to moderate speeds. SP below 200, whereas GC may vary widely. Performance can improve with regular grading/cushioning operations.
Compliant	Low rate of material loss, typically less than 5 – 10 mm per year per 100 AADT, with a well-knit surface resulting from a mechanically stable particle size distribution with few weak particles and containing a sufficient quantity of plastic fines. Ideal materials typically have a SP greater than 200 with an upper limit of 600 depending on the proportion of heavy traffic and tolerance for dust, and a GC of between 20 and 30. Arm-chair type (or gap) gradings are acceptable with concreterary materials, such as calcretes and laterites.
Borderline above	Moderate rate of material loss (10 – 20 mm per year per 100 AADT), with the surface tending to rut and become slippery in the wet but may remain tolerable to heavy traffic under wet conditions. SP above 600, whereas GC may vary widely. Performance can improve with regular grading/cushioning operations.
Non-compliant above	Moderate to high rate of material loss (> 20 mm per year per 100 AADT) with risk of severe rutting and slipperiness in the wet. SP above 700, whereas GC may vary widely. Uniformly graded fine materials with lower GC display low resistance to erosion and are generally unsuitable, whereas high GC materials tend to be ravel badly leading to extensive potholes.

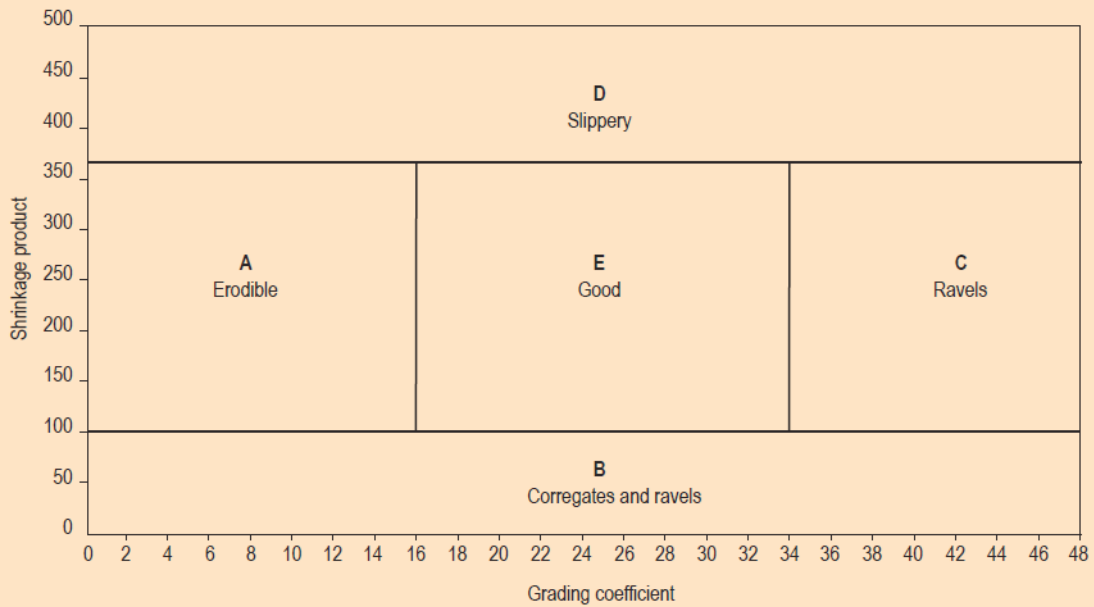


Figure 3: Relationship between gravel wearing surface properties and performance

Notes:

1. Shrinkage product = linear shrinkage x % passing the 0.425 mm sieve
2. Grading coefficient = (% passing the 26.5 mm sieve - % passing the 2 mm sieve) x per cent passing the 4.75 mm sieve/100

Source: P Paige-Green 1987

STEP 6: Select the applicable marginal cost chart

Using Table 3, input the Cost Zone and the closest AP total for two-way trips and then select the applicable chart.

For example:

Given Cost Zone 2 and 114,712 AP (therefore use 100,000AP)

Select Chart B4

Table 3: List of marginal cost charts

Cost Zone	Additional AP/ per (two-way)	Chart
2	10,000	Figure B1
	20,000	Figure B2
	40,000	Figure B3
	100,000	Figure B4
	200,000	Figure B5
3	10,000	Figure B6
	20,000	Figure B7
	40,000	Figure B8
	100,000	Figure B9
	200,000	Figure B10
4	10,000	Figure B11
	20,000	Figure B12
	40,000	Figure B13
	100,000	Figure B14
	200,000	Figure B15

STEP 7: Determine the marginal cost for the additional freight task

Using the Chart selected in STEP 6 with the gravel compliance category from STEP 5, the marginal cost for the defined scenario can be determined. An example of how the chart is to be used is presented in Figure 4.

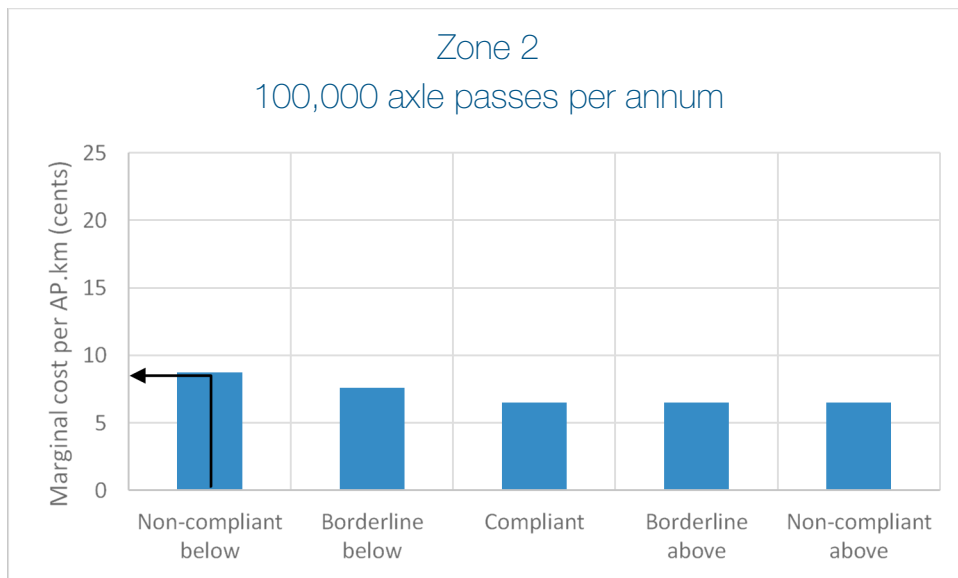


Figure 4: Marginal cost per additional axle pass (cents per km) for Zone 2 and 100,000 AP per annum

For a “non-compliant below material” the marginal cost = 9c per AP.km

STEP 8: Adjust the marginal cost based on actual costs

The marginal cost charts have been developed using unit rates that were determined from a Local Government survey in 2017 which are represented in Table 4.

Table 4: Indicative unit cost rate for resheeting used in the development of the user guide

Cost Zone	Average cost rate per Cost Zone (\$/km 2017)
2	43,747
3	35,656
4	78,133

If the actual cost of resheeting is known and is different to the indicative costs, then the marginal cost can be adjusted using the equation below:

$$AMC = MC \times a/b$$

where

- AMC = Adjusted Marginal Cost for specific case study
- MC = Marginal Cost
- a = Actual cost of resheeting (\$/km)
- b = Indicative cost of resheeting per Cost Zone (\$/km) (see Table 4)

For example:

The calculated marginal cost = 9c per AP.km

The cost of resheeting for this project is known to be \$49,500 per km

$$AMC = 9 \times 49,500 / 43,747$$

$$AMC = 10 \text{ c per AP.km}$$

STEP 9: Calculate the total annual cost attributable to the freight task

The total annual cost is determined by multiplying the marginal cost by the total AP and the route distance.

For example:

$$\text{Marginal Cost} = 10\text{c per AP.km}$$

$$\text{Route distance} = 21 \text{ km}$$

$$\text{Total AP} = 114,712$$

$$\text{Total annual cost} = 0.1 \times 21 \times 114,712 = \$240,895$$

3 EXAMPLE CALCULATIONS

3.1 Worked Example #1

A mining company is developing a mine site in the Mid-West and proposes to transport 300,000 tonnes of iron ore per annum over a five year period along an unsealed Local Government road to access the State road network. They will be using a prime mover towing a semi-trailer and a B double with a concessional loading permit (AMMS Level 3). The road is 58 km long. The Works Manager has reported that the gravel wearing course is coarsely graded and susceptible to ravelling and corrugations, but an acceptable performance can be maintained with regular grading. The cost of resheeting is \$45,500 per km.

Calculate the annual cost of road wear resulting from this additional freight task.

Solution:

1. Determine the annual freight tonnage, distance and duration of the task:

- The annual freight tonnage is given as 300,000t
- The route distance is 58 km
- The duration of the task is 5 years

2. Determine the vehicle type undertaking the task:

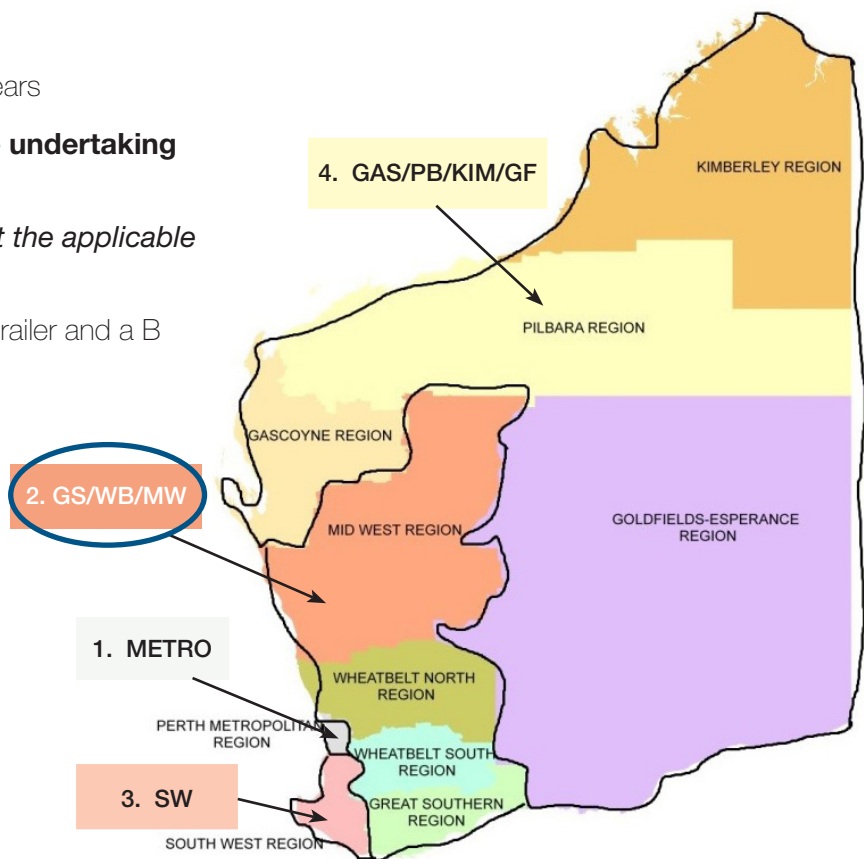
Go to Appendix A and select the applicable RAV Category.
A prime mover towing a semi-trailer and a B double is a RAV 7 (A).

3. Calculate the number of one-way trips and convert into axle passes and determine the total AP for two-way trips per annum:

The annual tonnage is 300,000t
 From Table 1, the payload for a RAV 7(A) at AMMSL3 = 87 tonnes
 The number of one-way trips = $300,000 / 87 = 3449$ per annum
 From Table 1, the number of axles for a RAV 7(A) = 16
 Total AP per annum = $3449 \times 16 = 55,184$ one way
 Therefore two way AP = 110,368 AP per annum.

4. Select the cost zone:

Go to Figure 2 and select cost zone 2 for the Mid West.



The Mid West falls in Cost Zone 2.

5. Select the gravel compliance level:

The gravel wearing course is described as “coarsely graded and susceptible to ravelling and corrugations but an acceptable performance can be maintained with regular grading”.

From Table 2; the most appropriate gravel compliance level is “Border Line Below”.

6. Select the applicable marginal cost chart:

Table 3 is used to select the marginal cost chart.

Select Cost Zone 2 and 100,000 AP (the closest value to the actual calculated AP of 110,368).

Select chart B4.

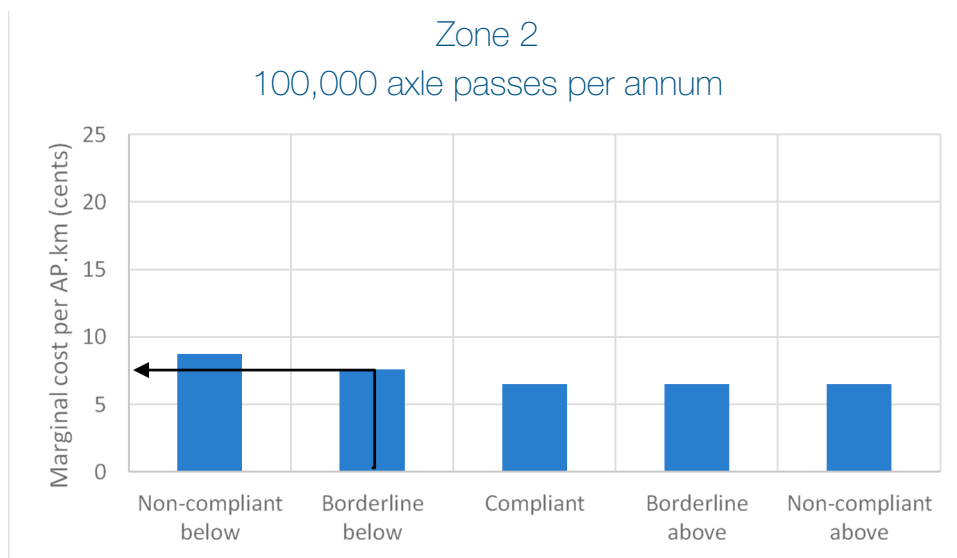
7. Determine the marginal cost:

With the appropriate marginal cost chart selected in Step 6, read off the marginal cost for the gravel compliance level of borderline below.

Table 3: List of marginal cost charts

Cost Zone	Additional AP/ per (two-way)	Chart
2	10,000	Figure B1
	20,000	Figure B2
	40,000	Figure B3
	100,000	Figure B4
	200,000	Figure B5
3	10,000	Figure B6
	20,000	Figure B7
	40,000	Figure B8
	100,000	Figure B9
	200,000	Figure B10
4	10,000	Figure B11
	20,000	Figure B12
	40,000	Figure B13
	100,000	Figure B14
	200,000	Figure B15

The applicable marginal cost chart is Figure B4.



Therefore, from the chart, the marginal cost is 7.5 cents per AP.km

8. Adjust the marginal cost based on actual costs:

The cost of resheeting is \$45,500 per km

Adjusted Marginal Cost = Marginal Cost x Actual cost of resheeting / indicative cost (Table 4)

$$AMC = 7.5 \times 45,500 / 43,747$$

$$AMC = 7.8 \text{ c}$$

9. Calculate the total annual cost attributable to the freight task:

The annual cost can now be calculated from all of the above information.

$$MC = 7.8 \text{ c per AP.km}$$

$$\text{Route distance} = 58 \text{ km}$$

$$\text{Total AP} = 110,368$$

$$\text{Total annual cost} = 0.078 \times 58 \times 110,368 = \$499,305$$

Note: This is the estimated cost for the first year of the operation. Increases in the annual charge related to escalation should be considered during discussions with the freight generator.

3.2 Worked Example #2

A logging company in the South West is proposing to use a Local Government gravel road to transport an estimated 35,000 tonnes per annum of timber to port for chipping. The gravel road is 18 km long and the gravel wearing course is reported as having a high plasticity and prone to becoming very slippery when wet. The company will be using a prime mover and semi-trailer loaded at the regulation mass limit.

Solution:

1. Determine the annual freight tonnage, distance and duration of the task:

The annual freight tonnage is given as 35,000t

The route distance is 18 km

The duration of the task is 1 year

2. Determine the vehicle type undertaking the task:

Go to Appendix A and select the applicable RAV Category.

A prime mover towing a semi-trailer is a RAV 2 (B).

3. Calculate the number of one-way trips and convert into axle passes and determine total AP for two-way trips per annum:

The annual tonnage is 35,000t

From Table 1, the payload for a RAV 2(B) at RML = 24 tonnes

The number of one-way trips = $35,000/24 = 1459$ per annum

From Table 1, the AP for a RAV 2(B) = 6

Total AP per annum = $1459 \times 6 = 8754$ one way

Therefore two way AP = 17,508 AP per annum.

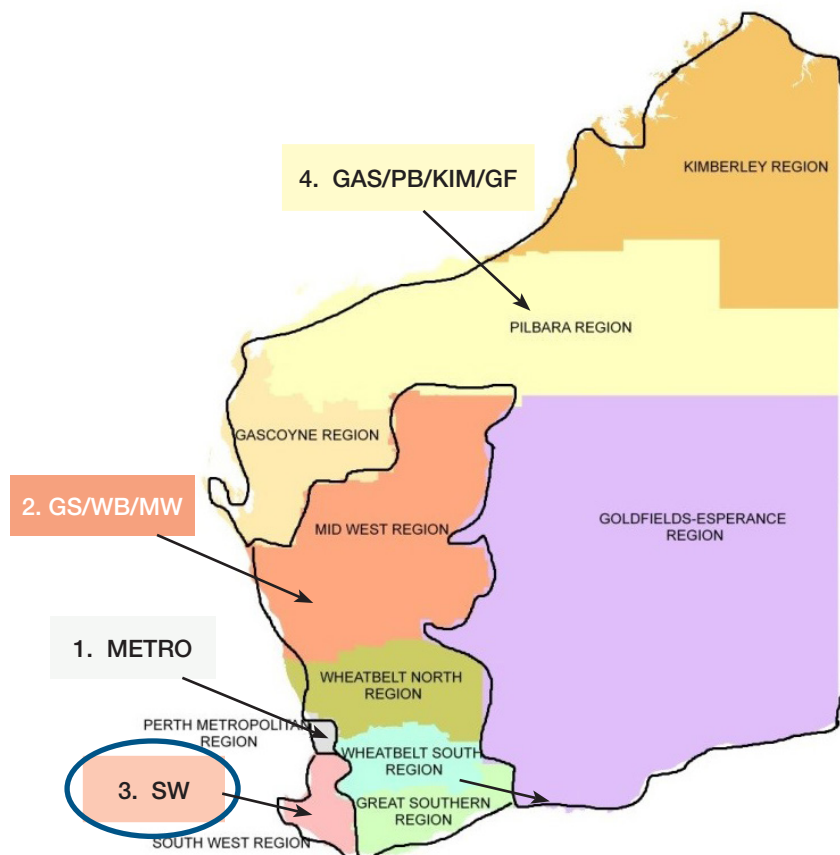
4. Select the cost zone:

Go to Figure 2 and select cost zone 3.

5. Select the gravel compliance level Select the road class:

The gravel wearing course is described as "having a high plasticity and prone to become very slippery when wet"

From Table 2; the most appropriate gravel compliance level is "Non-compliant above."



The South West falls in Cost Zone 3.

6. Select the applicable marginal cost chart:

Table 2 is used to select the marginal cost chart.

Select Cost Zone 3 and 20,000 AP (the closest value to the actual calculated AP of 17,508).

The applicable marginal cost chart is Figure B7.

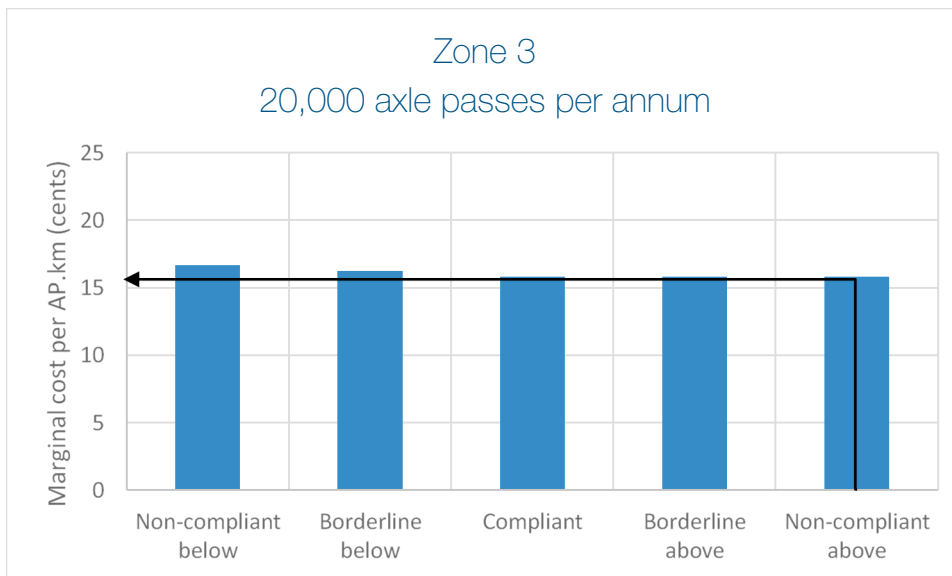
7. Determine the marginal cost:

With the appropriate marginal cost chart selected in Step 6, read off the marginal cost for the gravel compliance level of “non-compliant above”.

Table 3: List of marginal cost charts

Cost Zone	Additional AP/ per (two-way)	Chart
2	10,000	Figure B1
	20,000	Figure B2
	40,000	Figure B3
	100,000	Figure B4
	200,000	Figure B5
3	10,000	Figure B6
	20,000	Figure B7
	40,000	Figure B8
	100,000	Figure B9
	200,000	Figure B10
4	10,000	Figure B11
	20,000	Figure B12
	40,000	Figure B13
	100,000	Figure B14
	200,000	Figure B15

Therefore, from the chart, the marginal cost is 16 cents per AP.km



8. Adjust the marginal cost based on actual costs:

If no information is available regarding the actual costs of resheeting then no adjustment is applied.

9. Calculate the total annual cost attributable to the freight task:

The annual cost can now be calculated from all of the above information.

MC = 16 c per AP.km

Route distance = 18 km

Total AP = 17,508

Total annual cost = 0.16 x 18 x 17,508 = \$50,423

Note: This is the estimated cost for the first year of the operation. Increases in the annual charge related to escalation should be considered during discussions with the freight generator.

4 REFERENCES

ARRB Group 2019, Technical Basis for Estimating the Cost of Road Wear on Unsealed Local Government Roads in Western Australia, Project No PRA16029-2 for Western Australia Local Government Association, Perth, Western Australia. The document can be accessed electronically [here](#).

Paige-Green, P 1987, 'The influence of geotechnical properties on the performance of gravel wearing course materials', PhD thesis, University of Pretoria, South Africa.

Prime Mover, Trailer Combinations

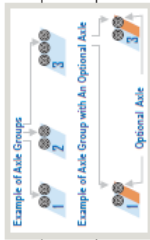
Category	Vehicle Description and Configuration Chart (RAV) – PRIME MOVER, TRAILER COMBINATIONS EXAMPLES	Mass (T) (1 = Full Load)	Height (M) (1 = Full Load)	RAV Network
1	(A) PRIME MOVER, SEMI TRAILER TOWING A PIG TRAILER (B) PRIME MOVER TOWING AN OVERHEIGHT SEMI TRAILER (C) SHORT B-DOUBLE (D) TWINSTEER PRIME MOVER TOWING SEMI TRAILER (E) CAR CARRIER SEMI TRAILER	50 40.5 44.6 47.5 65.5	4-4.6 4-4.6 4-4.6 4-4.6 4-4.6	1 Network 2 Network 3 Network 4 Network 5 Network
2	(A) PRIME MOVER, SEMI TRAILER TOWING A PIG TRAILER (B) PRIME MOVER TOWING SEMI TRAILER	42.5 67.5 87.5 42.5	4-4.6 4-4.6 4-4.6 4-4.6	6 Network 7 Network 9 Network 10 Network
3	(A) PRIME MOVER, SEMI TRAILER TOWING A DOG TRAILER	84	4-4.6	6 Network
4	(A) PRIME MOVER, SEMI TRAILER TOWING 6 AXLE DOG TRAILER	87.5	4-4.6	6 Network
5	(A) PRIME MOVER, SEMI TRAILER TOWING A DOG TRAILER (B) PRIME MOVER, SEMI TRAILER TOWING 6 AXLE DOG TRAILER (C) PRIME MOVER, SEMI TRAILER TOWING 2 X DOG TRAILERS (D) PRIME MOVER, SEMI TRAILER TOWING A DOG TRAILER AND CONVERTER DOLLY	84 84+H 67.5+H 84	4-4.6 4-4.6 4-4.6 4-4.6	6 Network 7 Network 9 Network 10 Network
6	(A) PRIME MOVER, SEMI TRAILER TOWING 2 X DOG TRAILERS (B) B-DOUBLE TOWING A DOG TRAILER (C) B-DOUBLE TOWING 2 DOG TRAILERS (D) PRIME MOVER, SEMI TRAILER TOWING A DOG TRAILER AND CONVERTER DOLLY	87.5 87.5 87.5+H 87.5+H	4-4.6 4-4.6 4-4.6 4-4.6	6 Network 7 Network 9 Network 10 Network
7	(A) PRIME MOVER, TOWING SEMI TRAILER AND B DOUBLE (B) B-DOUBLE TOWING A DOG TRAILER (C) B-DOUBLE TOWING 2 X DOG TRAILERS (D) PRIME MOVER, SEMI TRAILER TOWING A DOG TRAILER AND CONVERTER DOLLY	107.5 107.5	4-4.6 4-4.6	6 Network 7 Network
9	(A) PRIME MOVER, SEMI TRAILER TOWING 2 X DOG TRAILERS (B) PRIME MOVER, SEMI TRAILER TOWING A DOG TRAILER AND CONVERTER DOLLY (C) B-DOUBLE TOWING A DOG TRAILER (D) PRIME MOVER, SEMI TRAILER TOWING A B-DOUBLE	120.5 84+H 107.5 107.5	4-4.6 4-4.6 4-4.6 4-4.6	7 Network 9 Network 10 Network 10 Network
10	(A) PRIME MOVER, SEMI TRAILER TOWING 2 X 6 AXLE DOG TRAILERS (B) B-DOUBLE TOWING A CONVERTER DOLLY CONNECTED TO 2 SEMI TRAILERS (C) B-DOUBLE TOWING 2 DOG TRAILERS (D) PRIME MOVER, SEMI TRAILER TOWING B TRIPLE (E) DOUBLE ROAD TRAIN TOWING B-DOUBLE TRAILERS (F) PRIME MOVER, SEMI TRAILER TOWING A 6 AXLE DOG TRAILER AND CONVERTER DOLLY	127.5 127.5 127.5 147.5 147.5 87.5+H	4-4.6 4-4.6 4-4.6 4-4.6 4-4.6 4-4.6	7 Network 9 Network 10 Network 10 Network 10 Network 10 Network

NOTES

- Operators using a category of RAV outlined in this document must operate that RAV in accordance with the OPERATING conditions for that category.
- These diagrams are only a representation of the vehicle only.
- Operators must refer to the OPERATING CONDITIONS for the full vehicle description.
- The height of the vehicle can exceed 4.3 m but MUST NOT exceed 4.6 m when it is:
 - used to carry livestock or (ii) carrying a crane to carry livestock or (iii) carrying vehicles or more than one axle or (iv) carrying a vehicle with a height of more than 4.3 m which is operating with an appropriate licence over height curtain side or partitioned trailer.
 - Maximum height of Pig Trailer only.

Truck, Trailer Combinations

Category	Vehicle Description and Configuration Chart (RAV) – TRUCK, TRAILER COMBINATIONS EXAMPLES	Axle Spacing (mm)	Length (m)	Mass (T) (Permitted Mass)	Height (m) (1 = max)	RAV Network
1	(A) TRUCK TOWING A RIG TRAILER (B) TRUCK TOWING A DOG TRAILER (C) TRUCK TOWING A DOG TRAILER (D) TRUCK TOWING A CAR CARRIER TRAILER	A B C D	<12.5 >20 >20 >20	27.5 45.5 50 42.5	≤4.6 ≤4.6 ≤4.6 ≤4.6	Network 1
2	(A) TRUCK TOWING A 8 AXLE DOG TRAILER (B) TRUCK TOWING A CAR CARRIER TRAILER (C) TRUCK TOWING A 2,3,4 OR 5 AXLE DOG TRAILER	A B C	≤25 ≤25 ≤25	67.5 42.5 64.0	≤4.6 ≤4.6 ≤4.6	Network 2
7	(A) TRUCK TOWING 2 X 5 OR 8 AXLE DOG TRAILERS	A	>27.5, ≤36.5	107.5	≤4.3	Network 7
8	(A) TRUCK TOWING 2 DOG TRAILERS	A	>27.5, ≤36.5	107.5	≤4.3	Network 8



NOTES

- Operators using a category of RAV outlined in this document must operate that RAV in accordance with the OPERATING CONDITIONS and only on the network specified.
- These diagrams are a visual representation of one vehicle only.
- Operators must refer to the OPERATING CONDITIONS for the full vehicle description.
- The height of the vehicle can exceed 4.3 m but MUST NOT exceed 4.6 m when it is:
 - (i) built to carry livestock or;
 - (ii) carrying a crane to carry livestock or;
 - (iii) carrying vehicles on more than one deck or;
 - (iv) carrying a large indivisible item or;
 - (v) when operating with an approximately increased over height curtain side or partitioned trailer.
- Maximum height of Pig Trailer only.

APPENDIX B – MARGINAL COST CHARTS

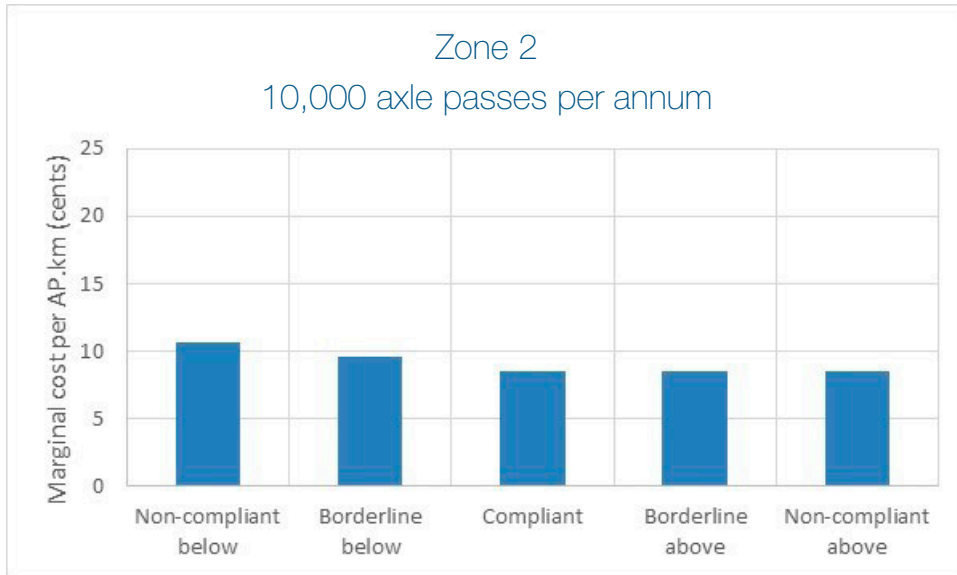


Figure B1: Marginal cost per additional axle pass (cents per km) for Zone 2 and 10,000 AP per annum

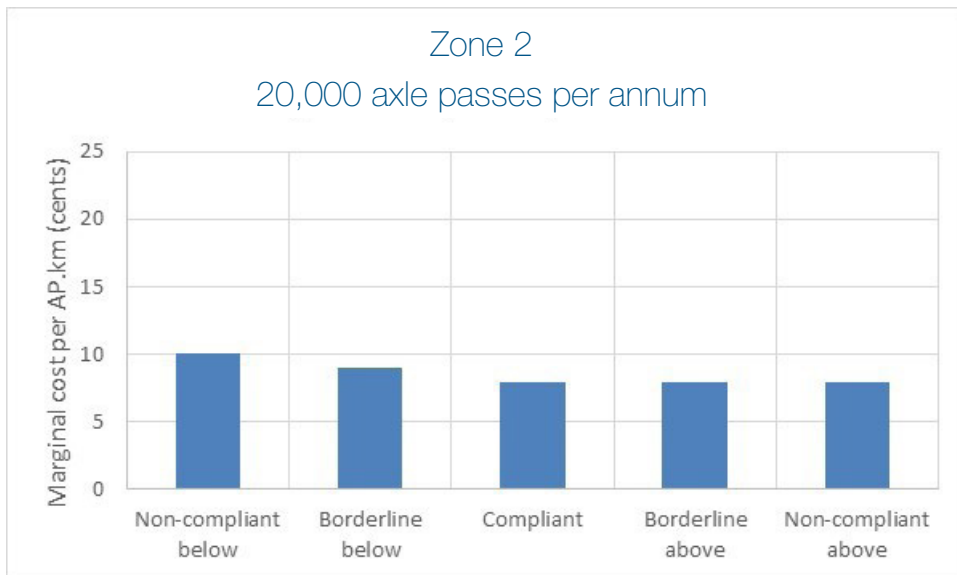


Figure B2: Marginal cost per additional axle pass (cents per km) for Zone 2 and 20,000 AP per annum

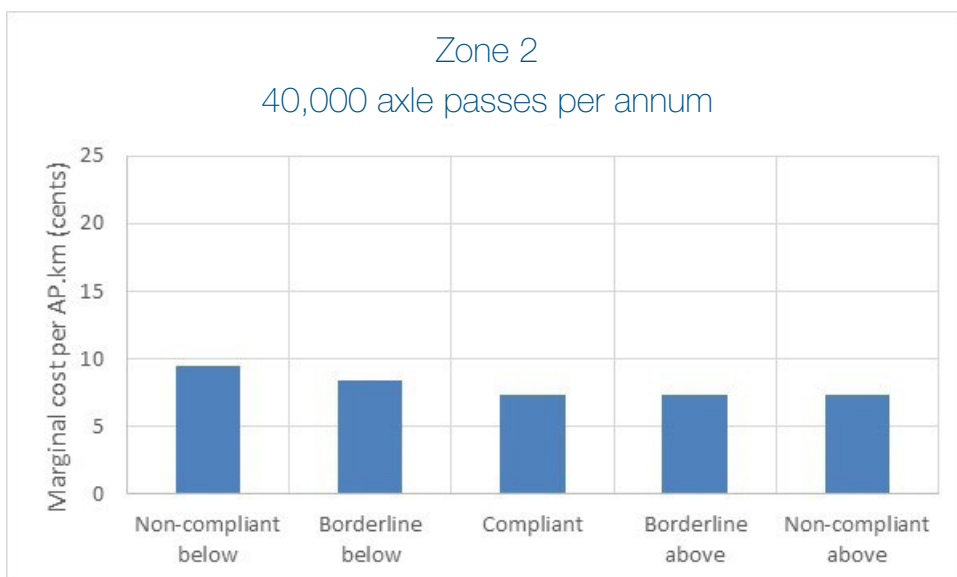


Figure B3: Marginal cost per additional axle pass (cents per km) for Zone 2 and 40,000 AP per annum

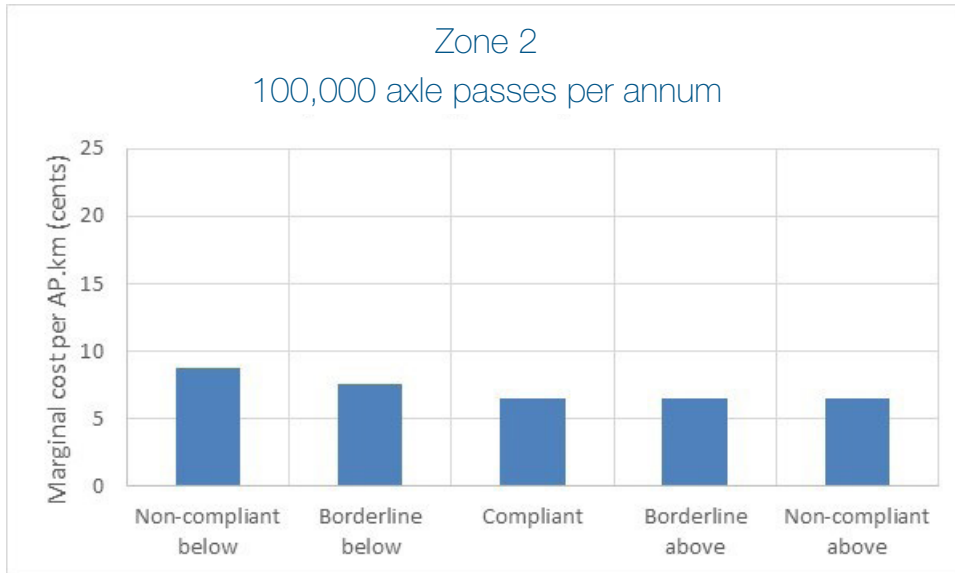


Figure B4: Marginal cost per additional axle pass (cents per km) for Zone 2 and 100,000 AP per annum

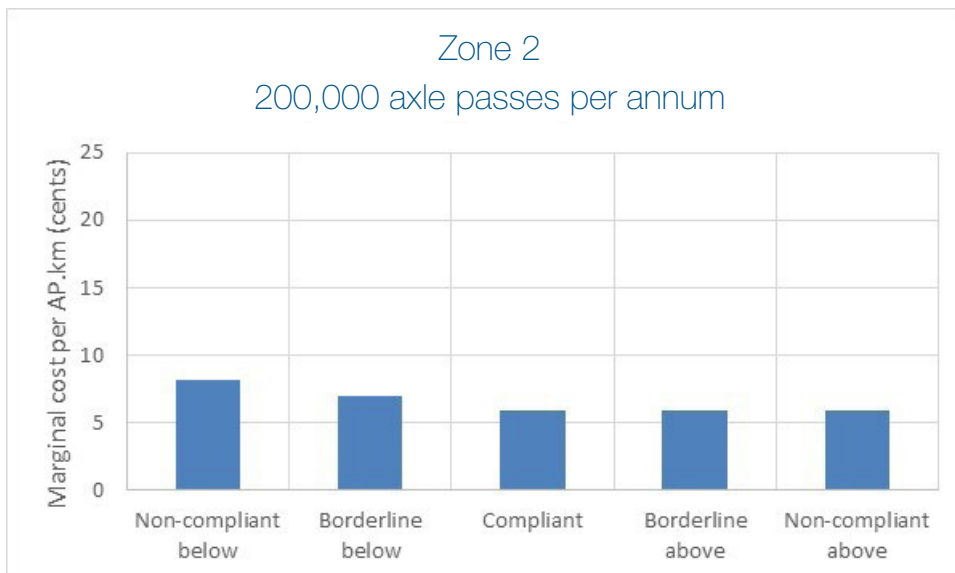


Figure B5: Marginal cost per additional axle pass (cents per km) for Zone 2 and 200,000 AP per annum

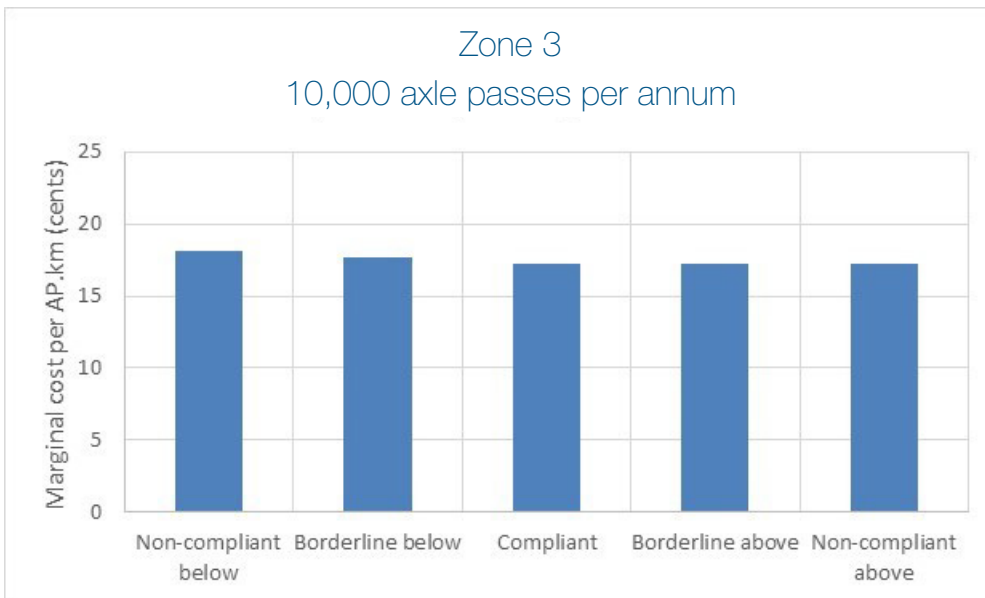


Figure B6: Marginal cost per additional axle pass (cents per km) for Zone 3 and 10,000 AP per annum

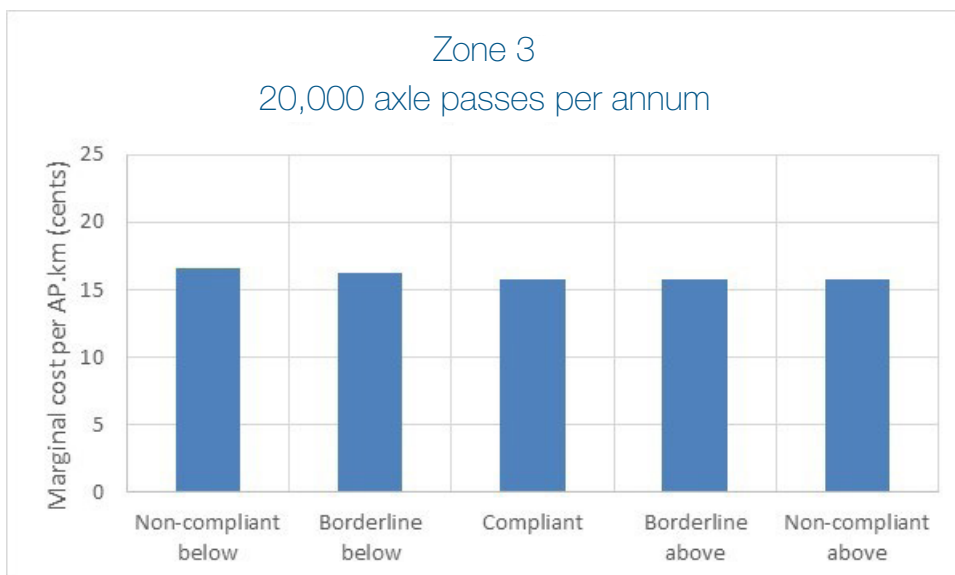


Figure B7: Marginal cost per additional axle pass (cents per km) for Zone 3 and 20,000 AP per annum

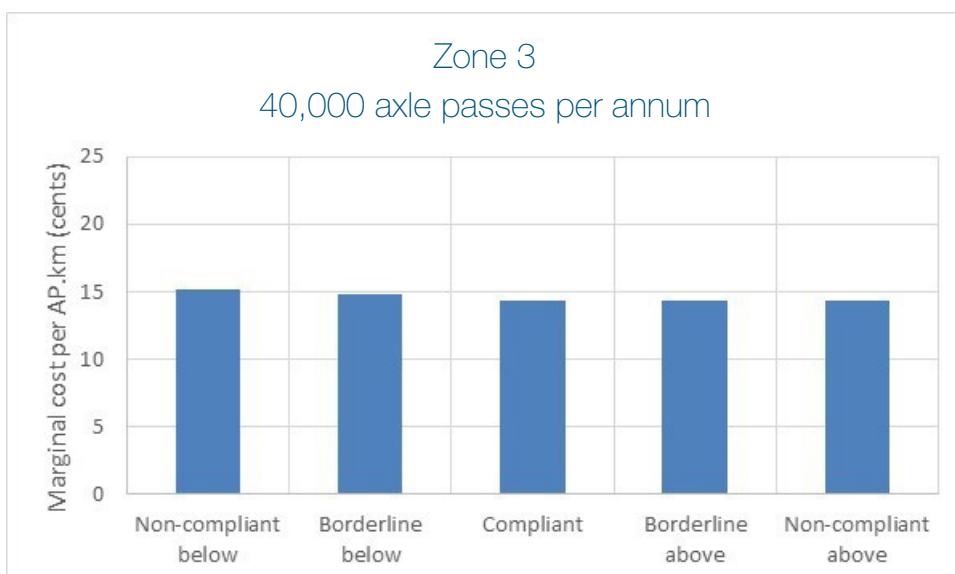


Figure B8: Marginal cost per additional axle pass (cents per km) for Zone 3 and 40,000 AP per annum

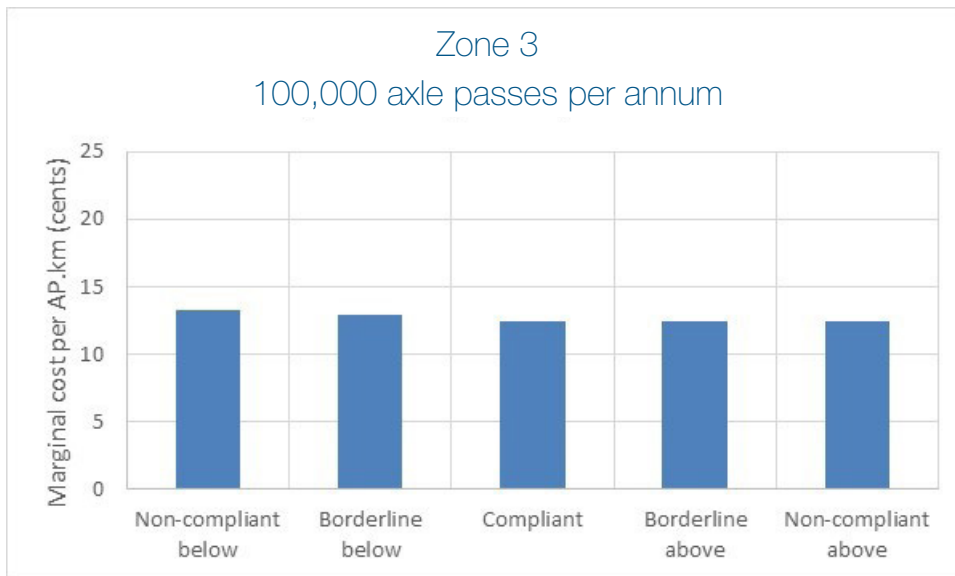


Figure B9: Marginal cost per additional axle pass (cents per km) for Zone 3 and 100,000 AP per annum

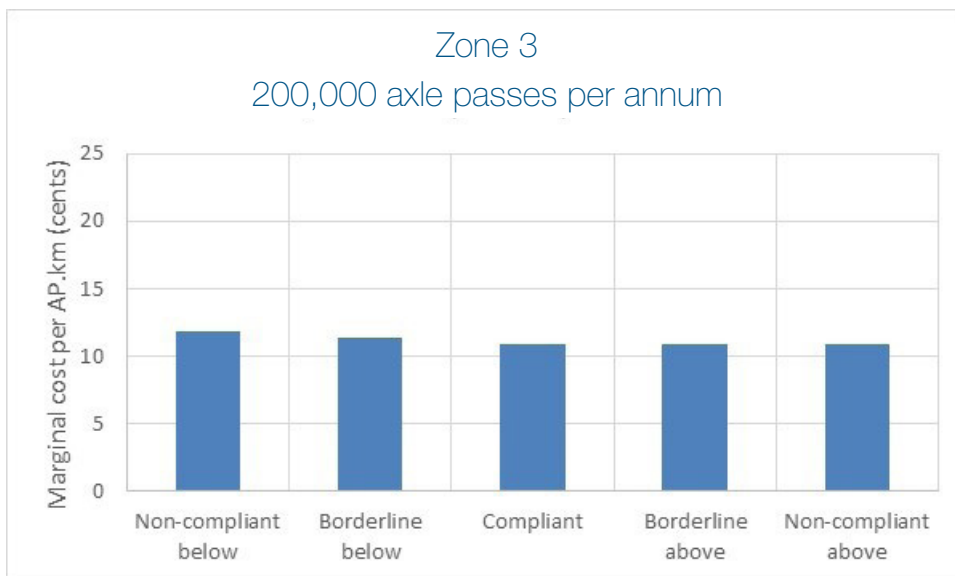


Figure B10: Marginal cost per additional axle pass (cents per km) for Zone 3 and 200,000 AP per annum

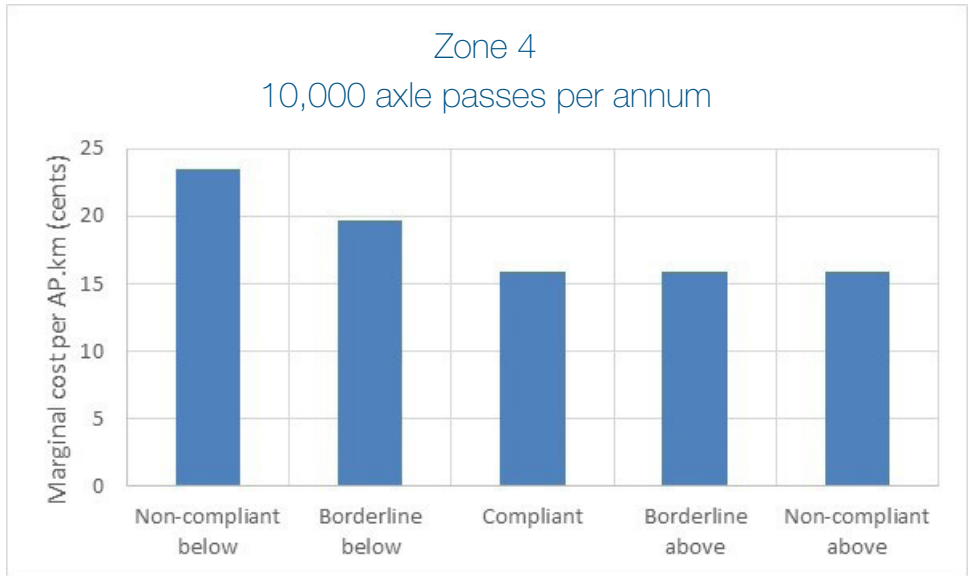


Figure B11: Marginal cost per additional axle pass (cents per km) for Zone 4 and 10,000 AP per annum

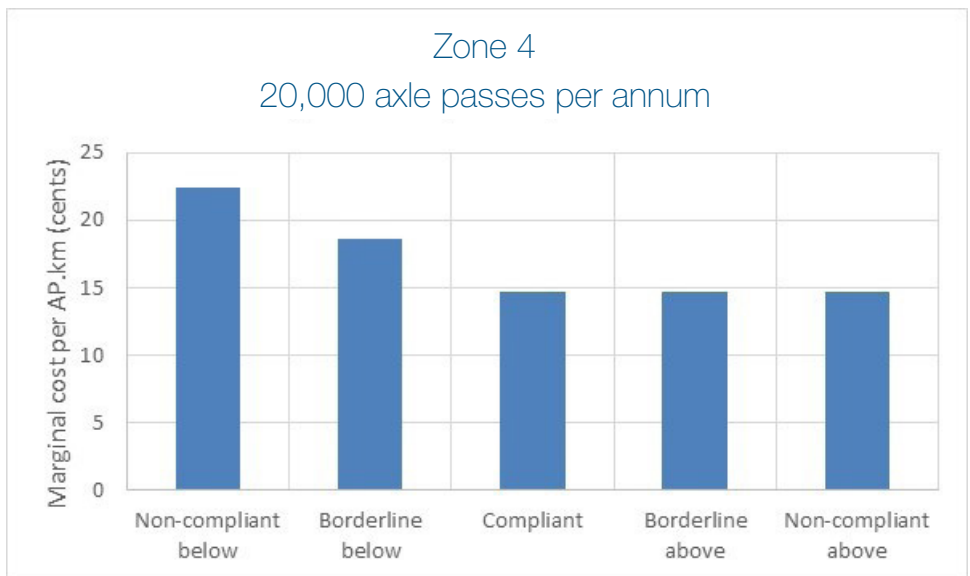


Figure B12: Marginal cost per additional axle pass (cents per km) for Zone 4 and 20,000 AP per annum

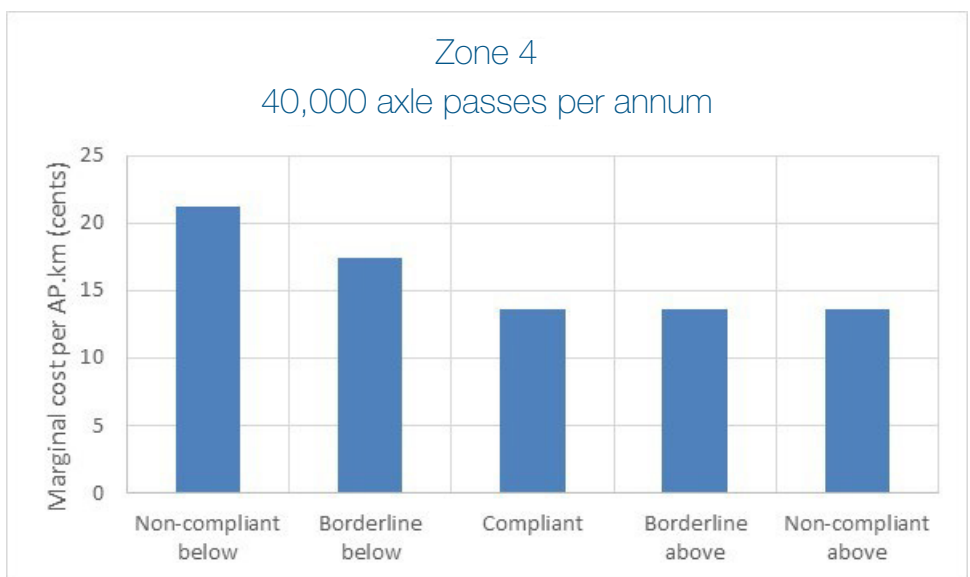


Figure B13: Marginal cost per additional axle pass (cents per km) for Zone 4 and 40,000 AP per annum

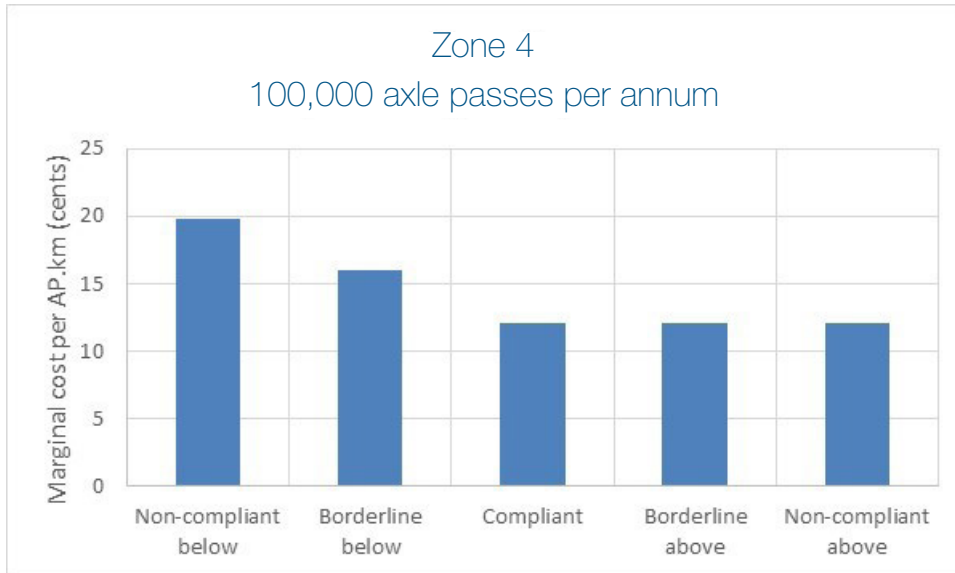


Figure B14: Marginal cost per additional axle pass (cents per km) for Zone 4 and 100,000 AP per annum

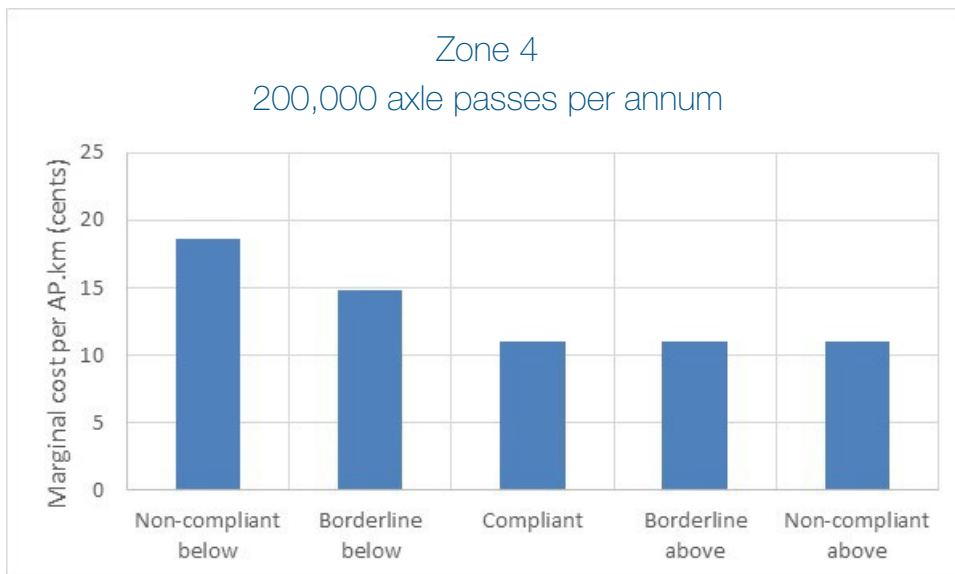


Figure B15: Marginal cost per additional axle pass (cents per km) for Zone 4 and 200,000 AP per annum



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User Guide

Estimating the Incremental Cost Impact on
Sealed Local Roads from Additional Freight Tasks



DATE: MAY 2015
VERSION NO: 1



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1 INTRODUCTION

Western Australian Local Governments face significant costs from road wear as a consequence of unforeseen heavy vehicle traffic triggered by projects, typically in the resources industry. The impacts of additional heavy vehicle traffic on shortening road life and increasing maintenance requirements are greater for roads that were not designed and constructed for this purpose, which is the case for most Local Government roads.

This guide provides Local Governments with a tool to quantify the cost of additional wear and damage to affected roads for a defined freight task. It can be used as the basis for negotiation of cost recovery from industry, to ensure that the local community does not bear the costs imposed by private businesses, and to adjust long term financial plans.

Methods previously used to estimate the cost impact often required detailed input data, specialised engineering evaluation and modelling skills which are not readily available to Local Government. This user guide presents a method for estimating the cost of road wear using simple input parameters. The technical basis is provided in a separate report, *'Estimating the Incremental Cost Impact on Sealed Local Roads from Additional Freight Tasks'* (ARRB 2015).

Users of this guide will require a basic understanding of the Western Australian road classification system and will be assisted to select appropriate parameters based on the situation and freight task. The guide is designed to be applied to sealed roads only. Estimating the cost of additional heavy vehicle traffic on unsealed roads is outside the scope of this guide.

1.1 DEVELOPMENT BACKGROUND

The guide has been developed around the concept of a marginal cost of road wear. The marginal cost of road wear in this context, is defined as the difference in cost of maintaining a road in a serviceable condition, between an increased load of traffic and a base traffic load. Analysis has shown that the marginal cost is mostly dependent on the magnitude and duration of the additional load, the structural strength of the road and the cost of road maintenance activities.

Using these critical variables, a catalogue of charts has been developed to represent the spectrum of scenarios that are likely to be encountered on Local Government roads across the state. The marginal cost for each scenario was modelled by using a custom software tool developed by ARRB called the Freight Axle Mass Limit Tool (FAMLIT). FAMLIT models the life of the road based on deterioration curves that were developed by monitoring numerous different types of roads over many years. As the defined road structure deteriorates under specific loading conditions, the model triggers maintenance interventions that are required to keep the road serviceable. FAMLIT then calculates the difference in costs incurred between the additional load and the normal load.

The scenarios are presented by graphs showing marginal cost versus load duration. The user needs to define their scenario in terms of the vehicle type undertaking the task, annual tonnage and road category and the guide will then lead the user to the applicable graph. Detailed information on how to use the guide is provided in section 2.

1.2 WHAT ARE THE LIMITATIONS OF THE GUIDE?

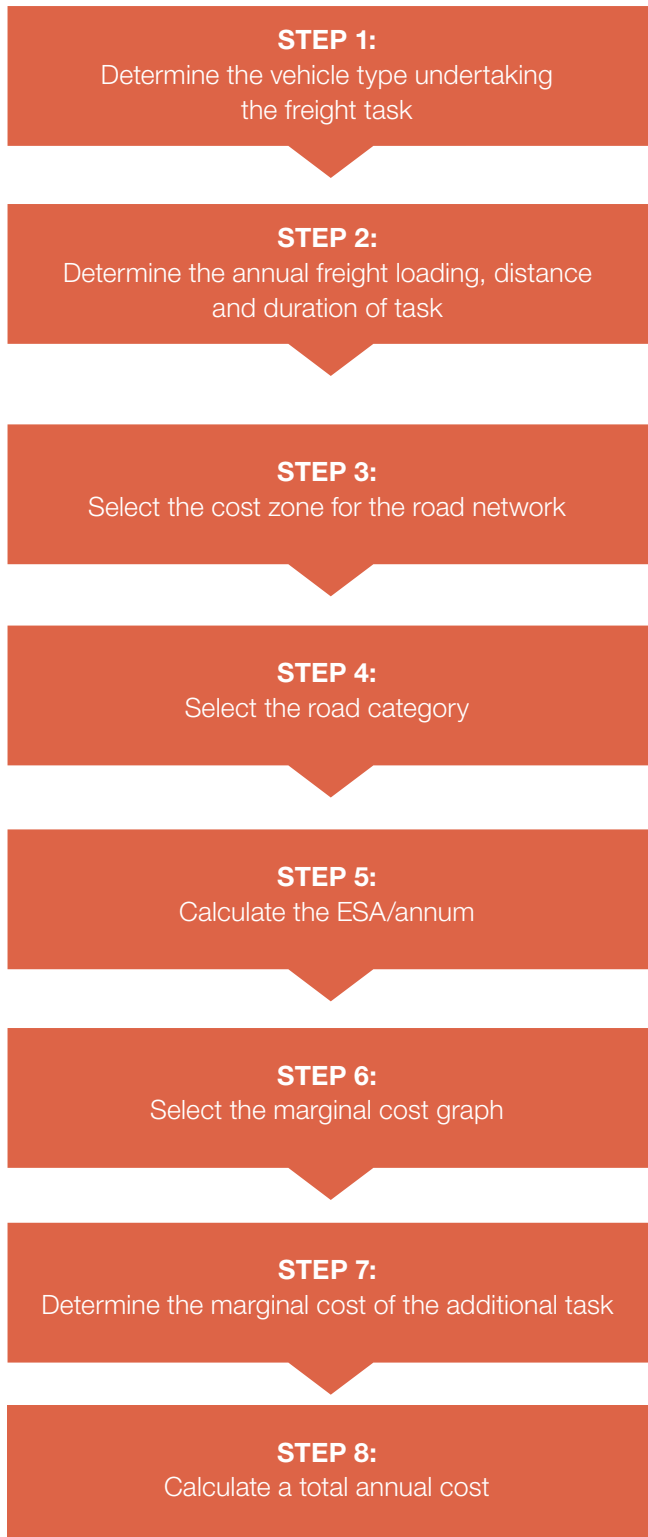
Practitioners need to be aware that the marginal costs presented in the guide have been developed by modelling a synthetic road network designed to represent the majority of scenarios likely to be encountered in Western Australia. There are a multitude of variables that will influence the cost of road wear and the calculated values are only an estimate of the actual cost. Users need to be aware that their scenario may include factors that render the estimate inaccurate.

Some of the limitations are listed below:

1. The marginal cost graphs are based on a synthetic network and the user should select the scenario that best fits their circumstances. There may be aspects at a project level that require a review of the calculated cost. Possible examples are:
 - The road has been constructed to a level that is markedly different to the road class design assumptions employed (see Table C.1)
 - The road is in a very poor or failed condition.
 - Sections of the road are subject to unusual conditions, e.g. flooding or very weak subgrades.
2. The method does not calculate the costs for associated infrastructure, e.g. bridges, culverts and guardrails.
3. The actual loading values and durations may lie between or outside of the given values. The user will need to interpolate or extrapolate accordingly. The guide may not be valid for scenarios that lie well beyond the modelled limits.
4. The guide has been developed for sealed local roads only, and does not apply to unsealed roads.
5. The unit rates are current for 2015. Escalation factors should be applied for future years.
6. The guide has been developed for the WA Local Government road network and the catalogue of solutions (and underlying assumptions) may not be valid in other jurisdictions.

2 HOW TO USE THIS GUIDE

The guide is structured around a simple stepped process. Figure 1 presents the eight step procedure to be followed.



Details for completing each step are shown on the left. This is followed by a series of typical worked examples.

What information is required?

The user will need the following information:

1. The type of vehicles to be used for the task
2. The annual freight tonnage for the task
3. The duration of the task
4. The task routing and distance

The following sections outline the sequential steps to determine a marginal cost for a particular additional loading task.

STEP 1: Determine the vehicle type undertaking the task

The first step is to determine the type of vehicle or vehicles that will be used to undertake the task. The vehicle type will typically be supplied by the freight operator. The vehicle type must then be converted to a MRWA RAV designation. The user must select the appropriate RAV designation from Appendix A.

Figure 1: Process for calculating the marginal cost estimate and total annual cost

STEP 2: Determine the annual freight loading, distance and duration

To determine the annual freight loading, a good appreciation of the total freight task needs to be gained. This will usually involve discussions with the freight operator to determine the duration of the additional loading and the total loading to be applied. Typically such requests are well structured, with the proponent possibly having a lease on a mine or similar to extract a certain amount of product over a defined period of time.

An example of a typical total load and duration is shown below:

Iron ore extraction – 600,000 tonnes over 3 years.

In this case, the annual tonnage is determined by dividing the total freight tonnage by the duration:

$$600,000/3 = 200,000 \text{ tonnes per year.}$$

The distance is defined as the road distance to be traversed by the loaded vehicles.

STEP 3: Select the cost zone

The appropriate cost zone must be selected from one of the four cost zones shown in Figure 2.

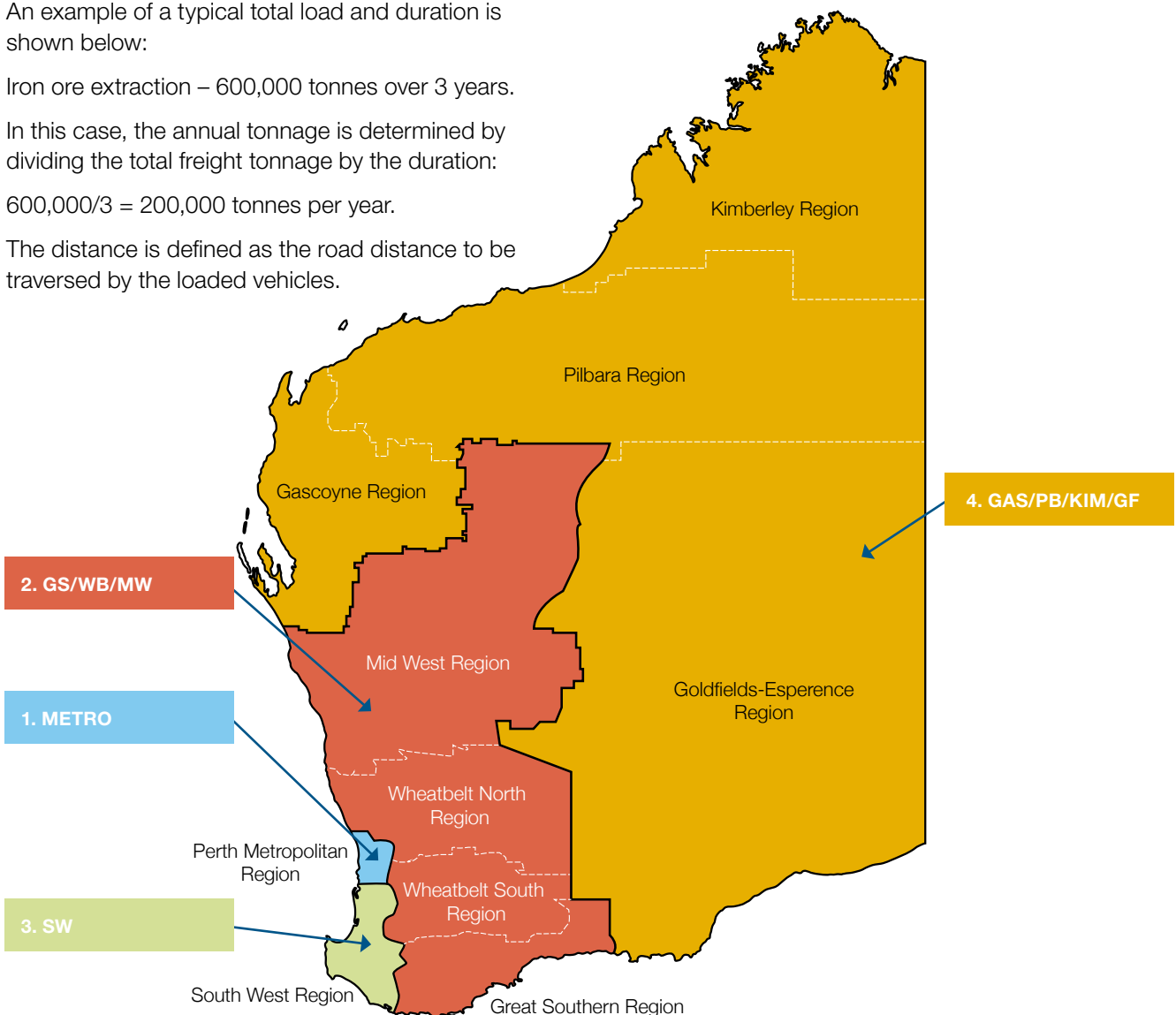


Figure 2: Western Australian cost zones

The cost zones were determined using the unit rates collected from the survey conducted by the Department of Local Government in 2011. The rates have been escalated to 2015 for use in the analysis tool.

STEP 4: Select the road category

The user must select the road category from the list below:

- access road
- local distributor
- regional distributor
- district distributor

The road categories are based on the Main Roads classification system and every local road will fall into one of these categories.

Because of the variability in performance of these four road categories, users need to determine the exact route associated with the task. Where the designated route is well-defined and constrained to only one road category, the analysis outcomes are simply associated with the one cost estimate (see Section 3, Example 1). If the task traverses multiple road categories then these sections of road must be assessed separately (see Section 3, Example 2).

Appendix C.3 provides details of the design traffic that was assigned to each of these categories for model development. Some roads may be constructed to levels that are markedly different to the road category design assumptions and users must adjust their choice accordingly.

STEP 5: Calculate Equivalent Standard Axles

The road wear caused by the movement of a quantity of freight will differ depending on the types of heavy vehicles that are used for the task. That is why the load equivalencies of all heavy vehicles need to be expressed in a common measure that is related to the amount of road wear.

The road wear caused by the passing of a heavy vehicle is proportional to the number and type of axle groupings (e.g. single, double or tri-axle) and the load carried by each of the axle groups. The allowable load on an axle group is strictly controlled in Western Australia and is termed the Regulation Mass Limit (RML). Some vehicles may operate under the Accredited Mass Management Scheme (AMMS) which allows for up to an additional 3.5 tonnes per tri-axle combination and 1.0 tonne per tandem axle combination. The damage caused per payload tonne will therefore differ depending on the type of vehicle that is used and the loading scheme that is applied. For consistency, all heavy vehicles are therefore converted to a common standard termed 'Equivalent Standard Axles' (ESA).

Figure 3 gives the ESA per payload tonne for different vehicle types and loading schemes. Figure 4 gives the ESA per vehicle for increasing loads. These charts have been developed using typical WA vehicle combinations and tare weights and provide reasonable estimates of ESA for most typical combinations. Actual tare weights may vary across vehicle models resulting in slight differences in ESA calculations.

In this step the user must determine the ESA per payload tonne from Figure 3 and then multiply this figure by the annual tonnage to determine the ESA per year. Alternatively the user can determine the ESA per vehicle from Figure 4 and multiply this by the annual number of vehicle movements to obtain the ESA per year.

For instance, a RAV 7(A) operating at RML, has an ESA per payload tonne of 0.14. If the RAV designation is not provided on the charts below then choose the closest match. A full list of RAV descriptions is given in Appendix A.

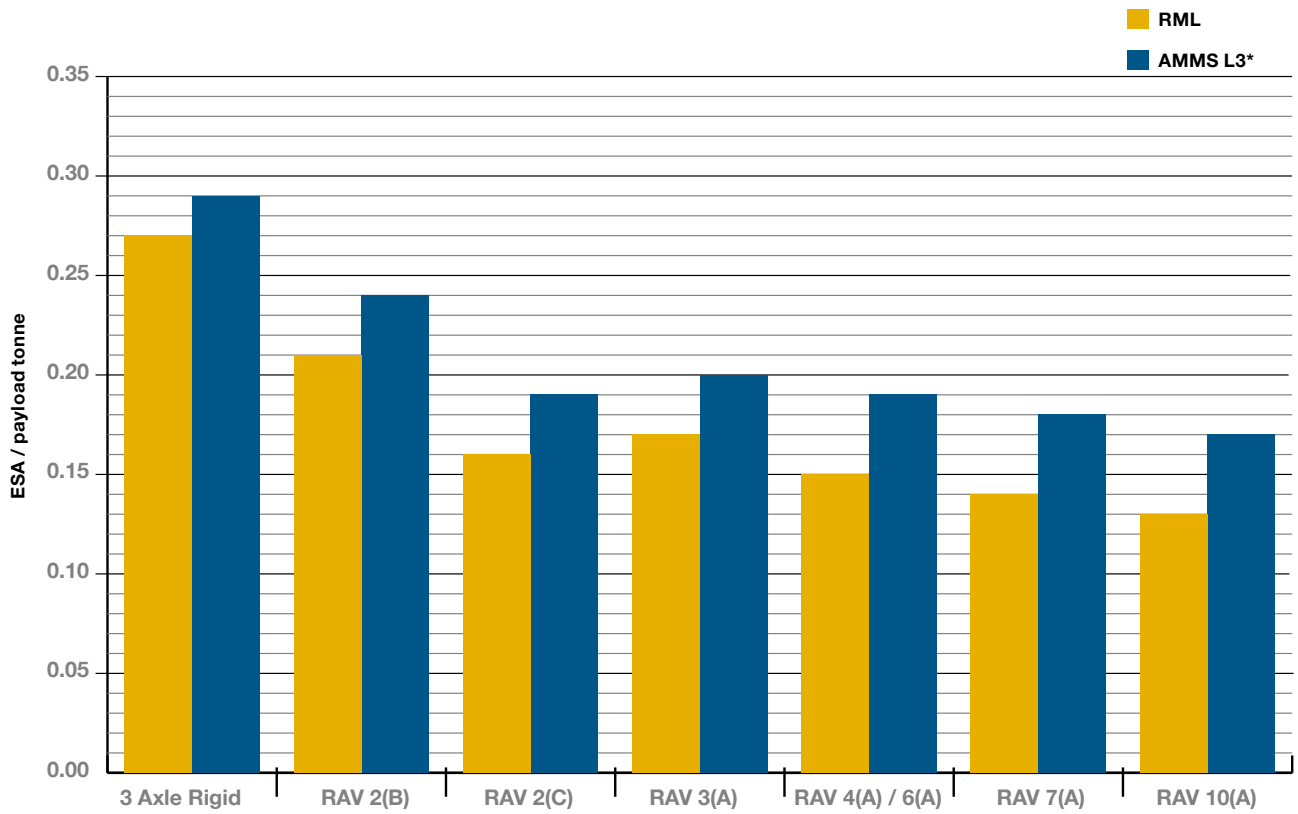


Figure 3: ESA per payload tonne for different vehicle types and loading schemes.

*Note: The AMMS has three levels. The displayed values are for Level 3. If the vehicle is operating at a lower level then select a proportionate value between the RML value and the AMMS L3 value

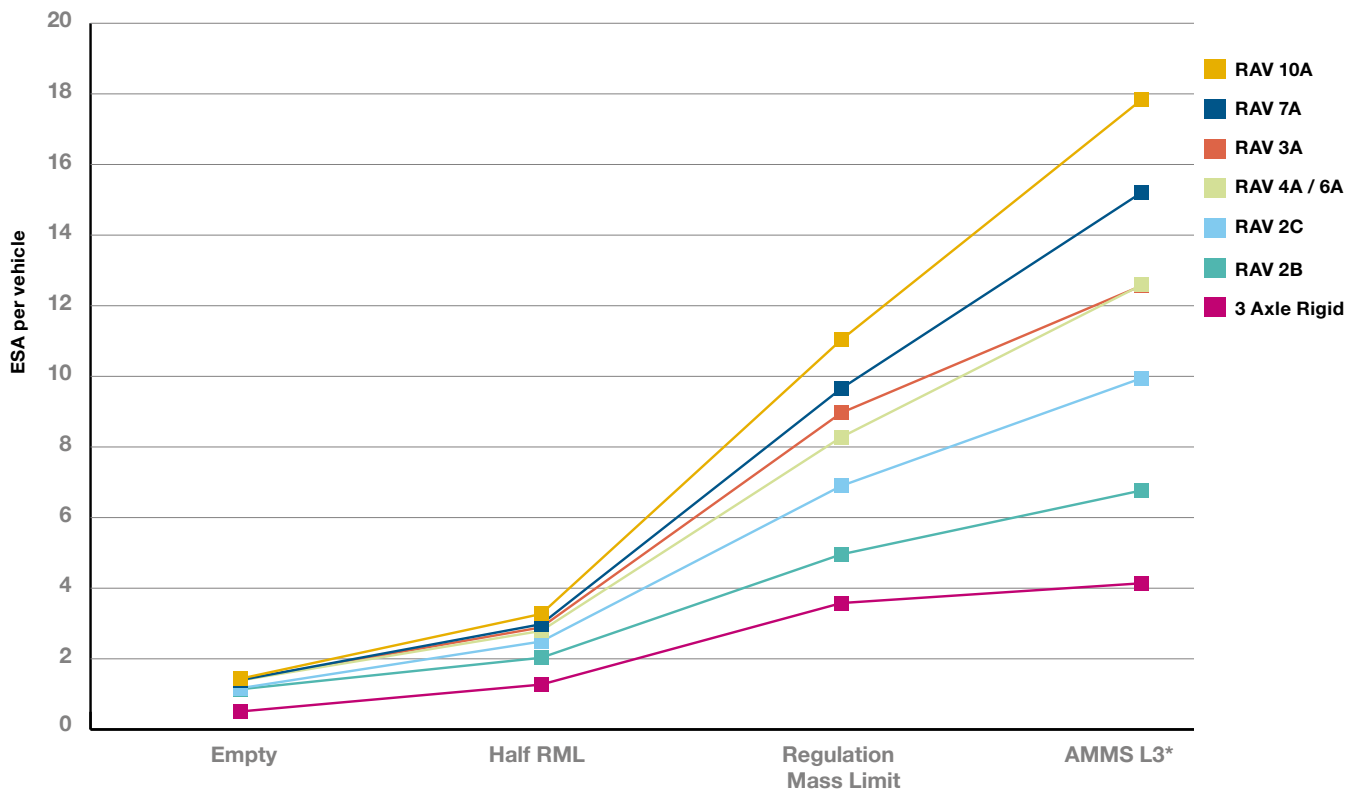


Figure 4: ESA per vehicle for increasing payload

*Note: The AMMS has three levels. The displayed values are for Level 3. If the vehicle is operating at a lower level then select a proportionate value between the RML value and the AMMS L3 value.

STEP 6: Select the marginal cost graph

There are 64 output charts representing four cost zones, four road categories and four loading scenarios. Users must select the chart or charts that are relevant to the scenario that is being assessed.

The charts are structured in order of cost zone, then by road category and finally by the modelled loading scenarios. Table 1 facilitates easy access to the generated charts with a series of links to each of the relevant figures. The user must select the loading scenario that is closest to their actual scenario.

From STEP 3 Cost zone	From STEP 4 Road class	From STEP 5 Loading scenario (ESA/year)	Figure link
1	Access road	20,000	Figure B 1.1
		60,000	Figure B 1.2
		100,000	Figure B 1.3
		200,000	Figure B 1.4
	Local distributor	20,000	Figure B 2.1
		60,000	Figure B 2.2
		100,000	Figure B 2.3
		200,000	Figure B 2.4
	Regional distributor	20,000	Figure B 3.1
		60,000	Figure B 3.2
		100,000	Figure B 3.3
		200,000	Figure B 3.4
	District distributor	20,000	Figure B 4.1
		60,000	Figure B 4.2
		100,000	Figure B 4.3
		200,000	Figure B 4.4
2	Access road	20,000	Figure B 5.1
		60,000	Figure B 5.2
		100,000	Figure B 5.3
		200,000	Figure B 5.4
	Local distributor	20,000	Figure B 6.1
		60,000	Figure B 6.2
		100,000	Figure B 6.3
		200,000	Figure B 6.4
	Regional distributor	20,000	Figure B 7.1
		60,000	Figure B 7.2
		100,000	Figure B 7.3
		200,000	Figure B 7.4
	District distributor	20,000	Figure B 8.1
		60,000	Figure B 8.2
		100,000	Figure B 8.3
		200,000	Figure B 8.4

From STEP 3 Cost zone	From STEP 4 Road class	From STEP 5 Loading scenario (ESA/year)	Figure link
3	Access road	20,000	Figure B 9.1
		60,000	Figure B 9.2
		100,000	Figure B 9.3
		200,000	Figure B 9.4
	Local distributor	20,000	Figure B 10.1
		60,000	Figure B 10.2
		100,000	Figure B 10.3
		200,000	Figure B 10.4
	Regional distributor	20,000	Figure B 11.1
		60,000	Figure B 11.2
		100,000	Figure B 11.3
		200,000	Figure B 11.4
	District distributor	20,000	Figure B 12.1
		60,000	Figure B 12.2
		100,000	Figure B 12.3
		200,000	Figure B 12.4
4	Access road	20,000	Figure B 13.1
		60,000	Figure B 13.2
		100,000	Figure B 13.3
		200,000	Figure B 13.4
	Local distributor	20,000	Figure B 14.1
		60,000	Figure B 14.2
		100,000	Figure B 14.3
		200,000	Figure B 14.4
	Regional distributor	20,000	Figure B 15.1
		60,000	Figure B 15.2
		100,000	Figure B 15.3
		200,000	Figure B 15.4
	District distributor	20,000	Figure B 16.1
		60,000	Figure B 16.2
		100,000	Figure B 16.3
		200,000	Figure B 16.4

Figure B 1.1 to Figure B 16.4 are located in Appendix B. An example is presented in Figure 5.

Cost zone 1
Access road
60,000 ESA/year

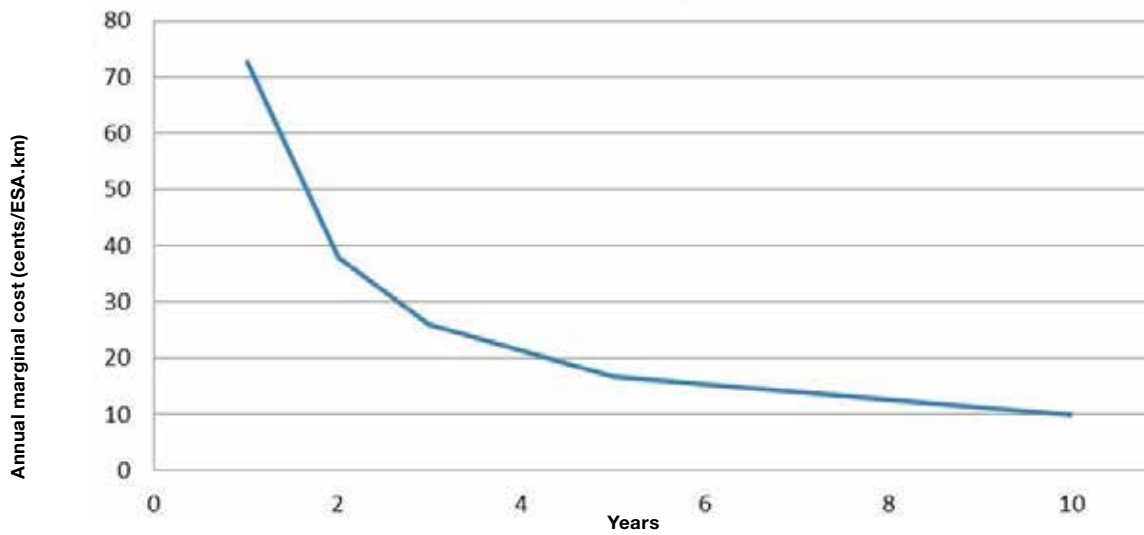


Figure 5: Example chart of estimated marginal costs

It is likely that the requested additional loading calculated in Step 5 will not match one of the four loading scenarios presented in this guide. The user must select the loading scenario that is closest to their calculated value.

For instance, a calculated value of 15,000 ESA/year would result in the selection of a loading scenario of 20,000 ESA/year from Table 1 as this is the closest matching available scenario.

STEP 7: Determine the annual marginal cost of the additional task

Using the chart selected in STEP 6, the marginal cost of the additional loading can be determined. An example of how the chart is to be used is presented in Figure 6, which has been selected for a district distributor in cost zone 1 with an additional loading of 20,000 ESA/year.

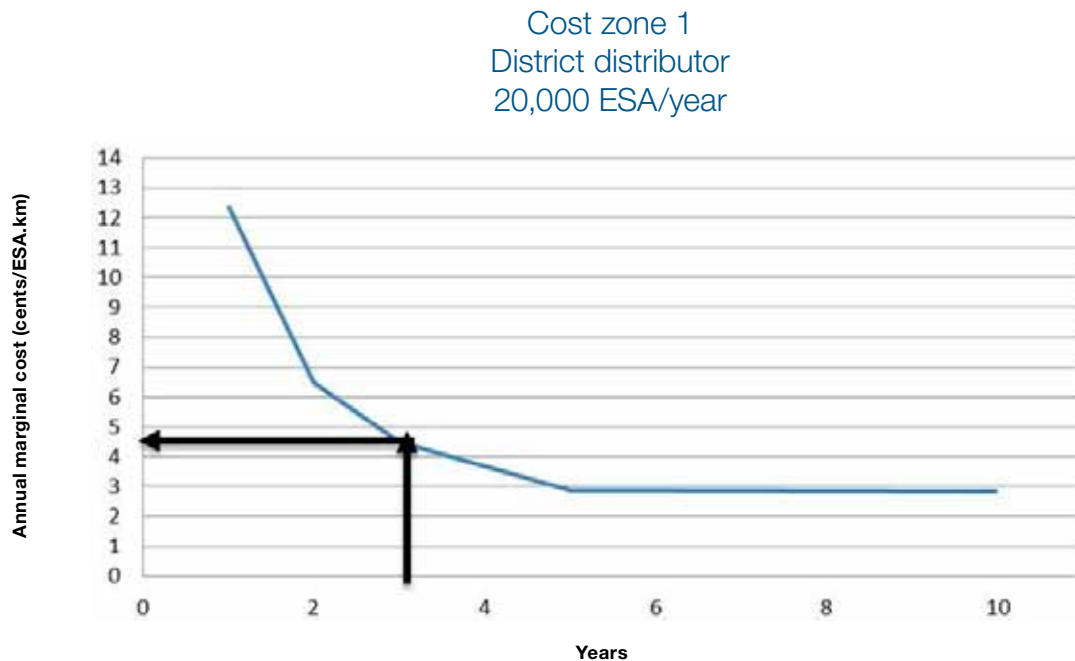


Figure 6: Marginal cost chart of a district distributor in cost zone 1 with an additional 20,000 ESA/year

To evaluate the marginal cost of a particular task, the duration of the task is required. For example in Figure 6, a loading duration of 3 years has been selected, and therefore the annual marginal cost is 4.5 cents per ESA.km/year or represented in dollars as \$0.045 per ESA.km/year.

STEP 8: Calculate an annual cost

The annual total cost is calculated using the annual marginal cost. The relevant equations are as follows:

$$\text{Annual Cost} = \text{Annual Marginal Cost} \times \text{ESA per year} \times \text{Distance}$$

Annual Marginal Cost in cents/ ESA.km is determined from Step 7

ESA per year is the actual ESA per year from Step 5.

Distance is the road distance in kilometres

This can be converted back to a cost per tonne as follows:

$$\text{Cost per tonne} = \text{Annual Cost} / (\text{Annual Tonnage} \times \text{Distance})$$

The calculated costs are only valid for 2015 as ongoing years will need to have an escalation factor applied to accommodate for the increases in costs. Relevant factors will need to be obtained by users of the guide from appropriate sources to suit their particular study.

3 EXAMPLE CALCULATIONS

3.1 Worked Example #1

A mining company is developing a mine site in the Mid-West and proposes to transport 2 million tonnes of iron ore over a five year period along a Local Government road to access the State road network. They will be using a prime mover and semi-trailer towing two six axle dog trailers with a concessional loading permit (AMMS Level 3). The road is a local distributor and is 64 km long.

Calculate the annual cost of road wear resulting from this additional freight task.

Solution:

1. Determine the vehicle type:

Go to Appendix A and select the applicable RAV Category.

A prime mover and semi-trailer towing two six axle dog trailers is a RAV 10 (A).

2. Determine the annual tonnage, distance and duration:

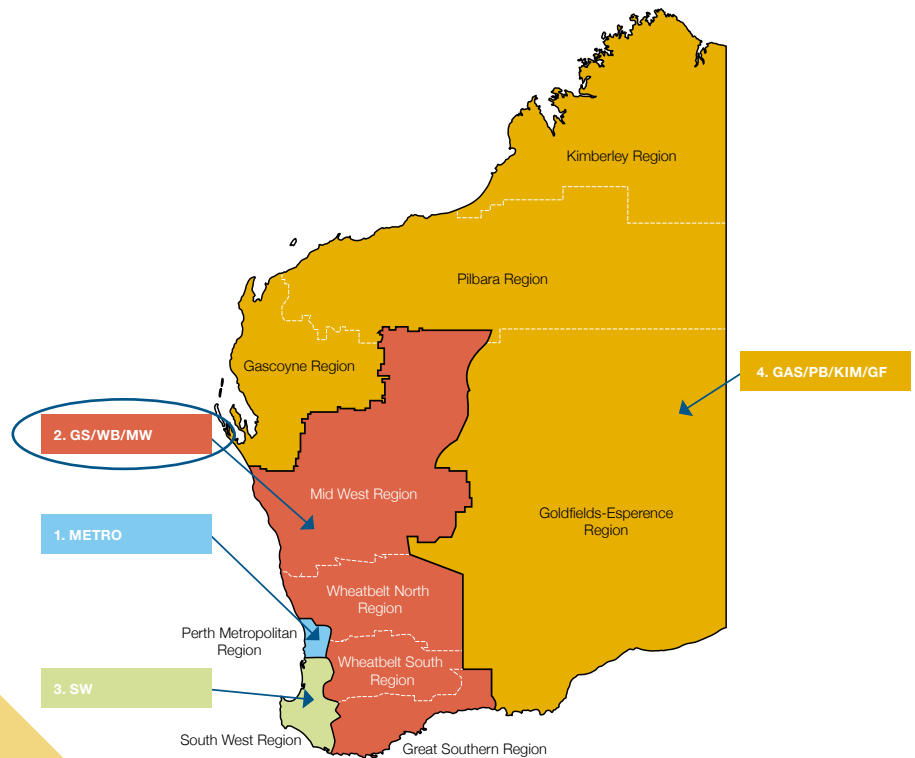
The annual tonnage is $2\,000,000/5 = 400,000$ tonnes per year.

The distance is 64km.

The duration is 5 years.

3. Select the cost zone:

Go to Figure 2 and select cost zone 2.

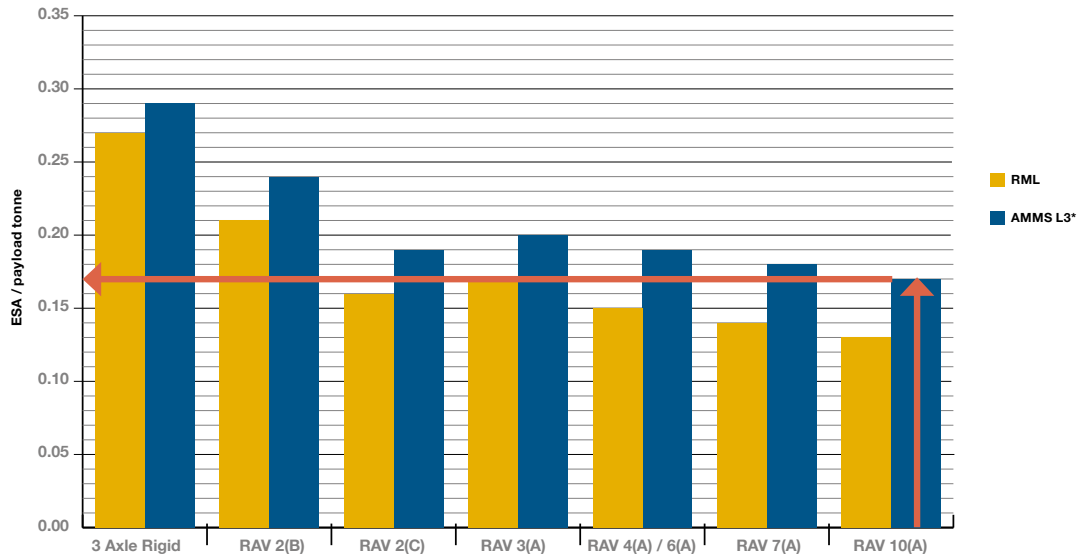


4. Select the road class:

As stated above, the task is to be undertaken on a local distributor.

5. Calculate the ESA per year:

Go to Figure 3, the ESA per payload tonne for a RAV 10(A) with a concessional load is 0.17.
 The total ESA per year is therefore $0.17 \times 400,000 = 68,000$ ESA/year



6. Select the marginal cost graph:

Based on the calculated task of 68,000 ESA/year as outlined Step 5 above, the 60,000 ESA/year loading scenario is the closest available value to be applied in this calculation. Therefore all of the required parameters to select a marginal cost graph are available, including:

Cost zone = 2, road class = local distributor, applicable load = 60,000 ESA/year and specified period of additional loading = 5 years

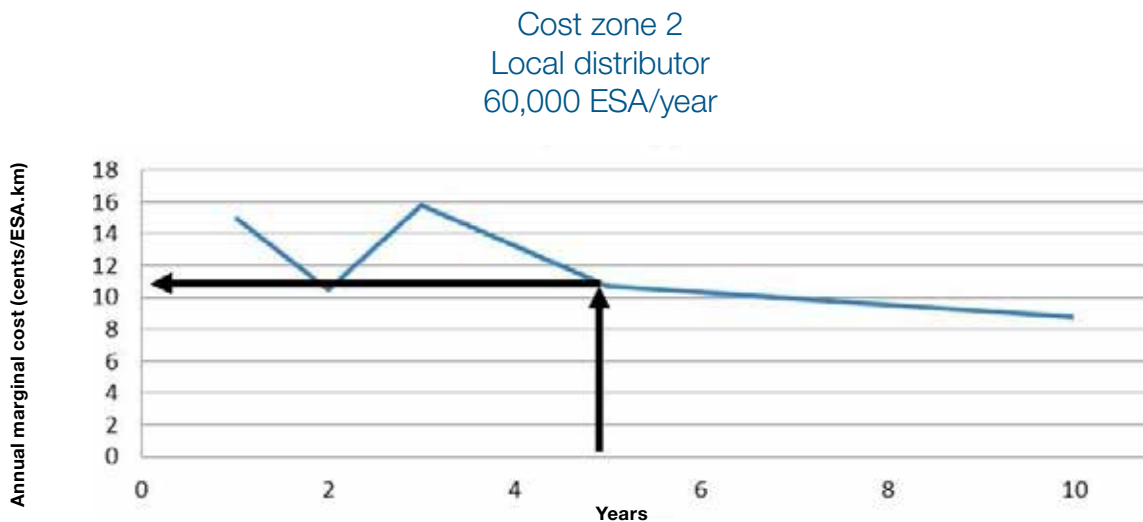
Using these values, Table 1 will lead you to the applicable marginal cost graph.

With all of the required criteria determined, select the required marginal cost chart from Appendix B. For this example, this is Figure B 6.2 and is shown in Step 7.

2	Access road	60,000	Figure B 5.2
		100,000	Figure B 5.3
		200,000	Figure B 5.4
	Local distributor	20,000	Figure B 6.1
		60,000	Figure B 6.2
		100,000	Figure B 6.3
	Regional distributor	200,000	Figure B 6.4
		20,000	Figure B 7.1
		60,000	Figure B 7.2
	District distributor	100,000	Figure B 7.3
		200,000	Figure B 7.4
		20,000	Figure B 8.1
		60,000	Figure B 8.2
		100,000	Figure B 8.3
		200,000	Figure B 8.4

7. Determine the marginal cost:

With the appropriate marginal cost graph selected in Step 6, read off the marginal cost for the task duration.



Therefore, from the graph, the marginal cost is 10.7 cents per ESA.km/year or \$0.107 per ESA.km/year.

8. Calculate annual cost:

The annual cost can now be calculated from all of the above information.

The total loading task is 68,000 ESA/ year being applied over 64 km, so the total annual cost can be determined by multiplying these together:

Total Annual Cost = $0.107 \times 68,000 \times 64 = \$465,664$ per year

The cost per tonne, converted into cents per tonne.km can be calculated:

Cost per tonne = $\$465,664 \times 100 / (400,000 \times 64) = 1.82$ cents per tonne.km.

Note: This is the estimated cost for the first year of the operation. Increases in the annual charge should be considered during discussions with the operator.

3.2 Worked Example #2

A mining company has decided to open up a mine site in the Kimberley region and wishes to transport 3.5 million tonnes of ore over a 5 year period along a Local Government road to access the state road network. Accessing the state road network consists of travelling along a district distributor for 40 km and a regional distributor for another 15 km. They are to use a truck towing two six axle dog trailers operating under the Accredited Mass Management Scheme Level 3 (AMMS L3).

Calculate the annual cost of road wear resulting from this additional freight task.

Solution:

1. Determine the vehicle type:

Refer to Appendix A for an outline of all defined vehicles in WA.

A truck towing two six axle dog trailers is a RAV 7(A).

2. Determine annual tonnage, distance and duration:

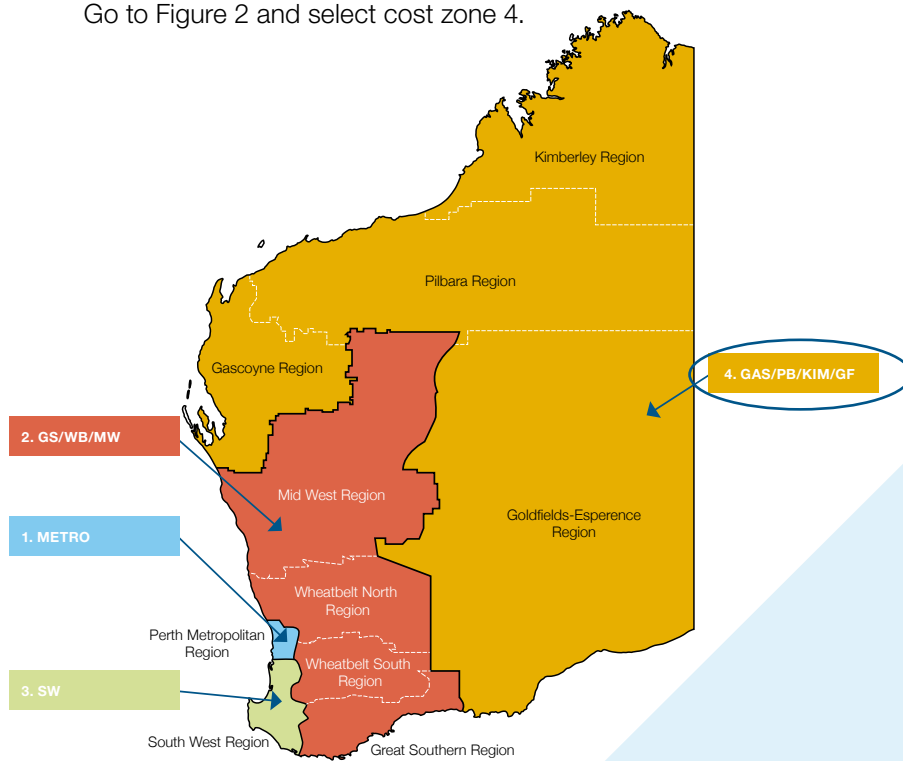
The annual tonnage is $3,500,000/5 = 700,000$ tonnes per year.

The distances are 40km and 15km.

The duration is 5 years.

3. Select the cost zone:

Go to Figure 2 and select cost zone 4.



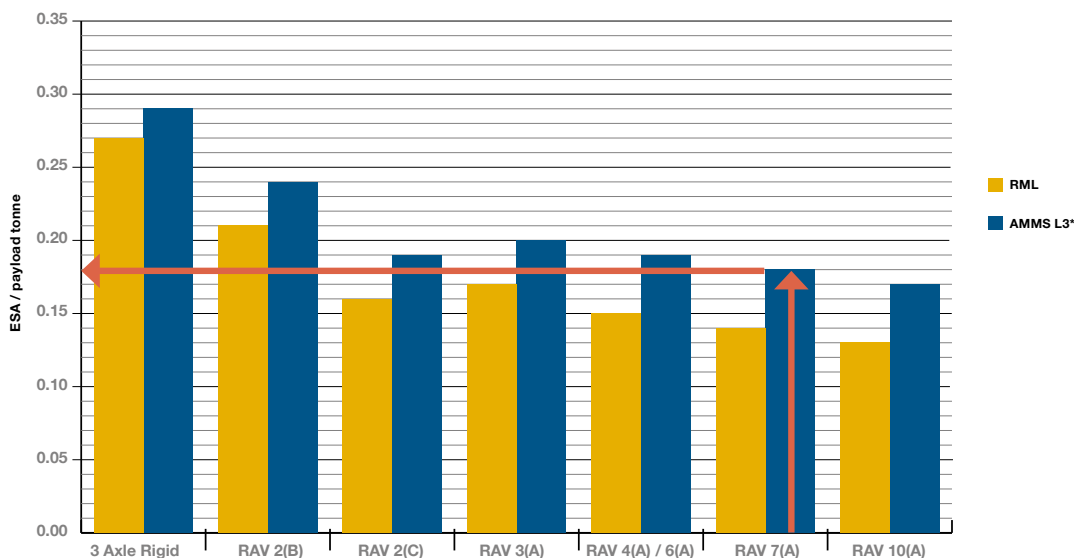
4. Select the road class:

As outlined above, both district distributor and regional distributor roads are selected.

5. Calculate the ESA per year:

Go to Figure 3, the ESA per payload tonne for a RAV 7(A) with a regulation load is 0.18.

The total ESA per year is therefore $0.18 \times 700,000 = 126,000$ ESA/year



6. Select the marginal cost graph:

Using the calculated task of 126,000 ESA/year as outlined in Step 5, the 100,000 ESA/year loading scenario is the closest value to be applied in this calculation. Therefore all of the required parameters to select a marginal cost graph are available, including:

Cost zone = 4, road classes = district distributor and regional distributor, applicable load = 100,000 ESA/year and specified period of additional loading = 5 years

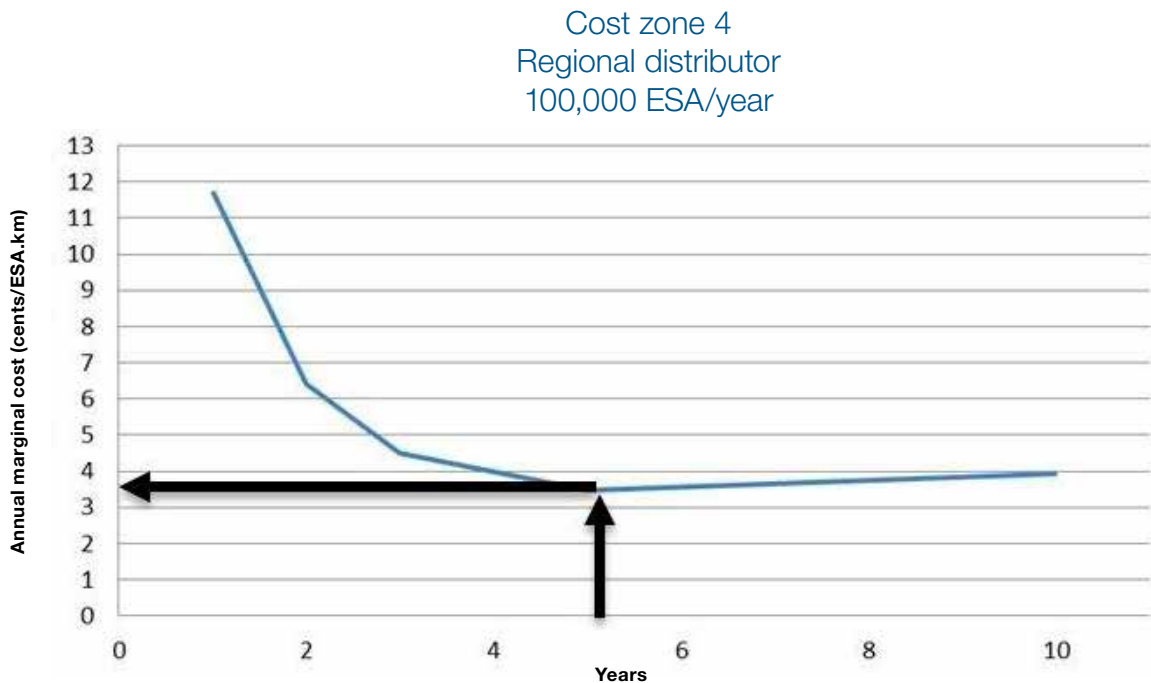
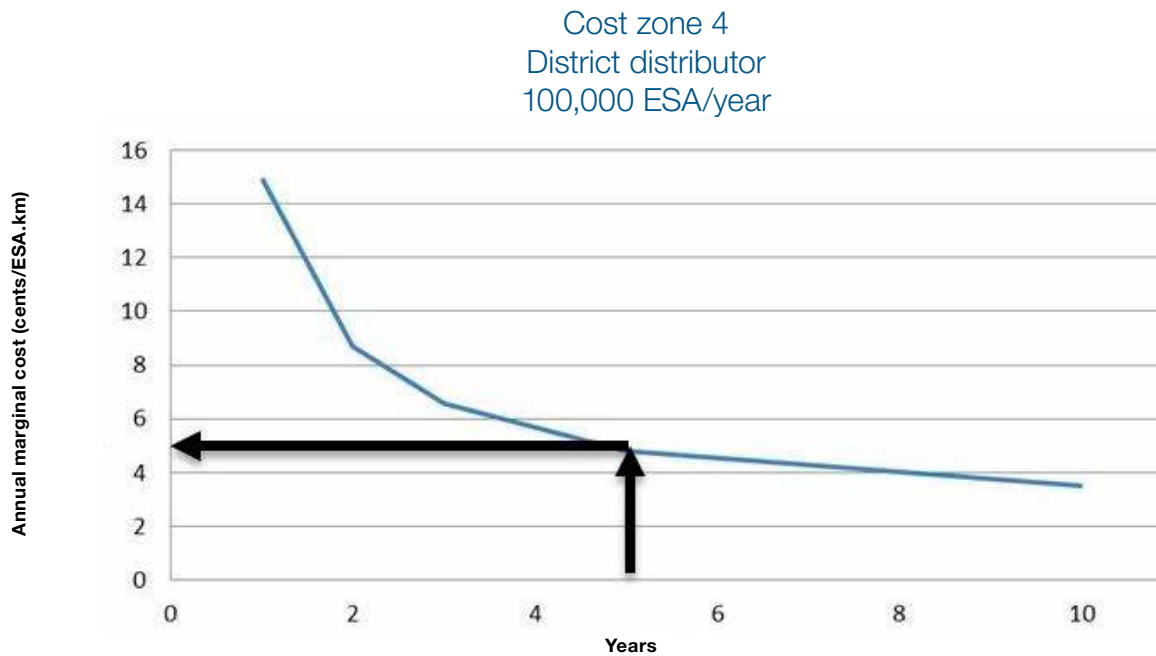
Using these values, Table 1 will lead you to the applicable marginal cost graph.

With all of the required criteria determined, select the required marginal cost chart from Appendix B. For this example, this is Figure B 16.3 for the district distributor and Figure B 15.3 for the regional distributor, as shown in Step 7 respectively.

4	Local distributor	100,000	Figure B 13.3
		200,000	Figure B 13.4
		20,000	Figure B 14.1
		60,000	Figure B 14.2
	Regional distributor	100,000	Figure B 14.3
		200,000	Figure B 14.4
		20,000	Figure B 15.1
		60,000	Figure B 15.2
	District distributor	100,000	Figure B 15.3
		200,000	Figure B 15.4
		20,000	Figure B 16.1
		60,000	Figure B 16.2
		100,000	Figure B 16.3
		200,000	Figure B 16.4

7. Determine the marginal cost:

With the appropriate marginal cost graphs selected in Step 6, read off the marginal cost for the task duration.



From the graphs, the marginal cost is 4.9 cents per ESA.km/year for the district distributor and 3.5 cents per ESA.km/year for the Regional distributor.

8. Calculate an annual cost:

The annual cost can now be calculated from all of the above information.

The total loading task of 126,000 ESA/year will be applied to the district distributor for 40 km and then to the regional distributor for another 15 km, therefore the total annual cost can be determined as follows:

$0.049 \times 126,000 \times 40 = \$246,960$ per year (for the district distributor)

$0.035 \times 126,000 \times 15 = \$66,150$ per year (for the regional distributor)

The total annual cost is therefore \$313,110 per year.

The total annual can be converted into cents per tonne. km as follows:

Cost per tonne =

$\$246,960 \times 100 / (700,000 \times 40) = 0.88$ cents per tonne. km (for the district distributor)

$\$66,150 \times 100 / (700,000 \times 15) = 0.63$ cents per tonne. km (for the regional distributor)

Note: These are the estimated costs for the first year of the operation. Increases in the annual charge should be considered during discussions with the operator.

3.3 Worked Example #3

A sand quarry in the Metropolitan area is applying to transport an estimated 75,000 tonnes per year using a prime mover and semi-trailer operating under the regulation mass limit (RML). The task route will follow an access road for 1.3 km and then a regional distributor for 2.5 km to access the state road network. The quarry will operate for five years.

Task:

Calculate the annual cost of road wear resulting from this additional freight task.

Solution:

1. Determine the vehicle type:

Refer to Appendix A for an outline of all defined vehicles in WA.

A prime mover and semi-trailer is a RAV 2(B).

2. Determine the annual tonnage, distance and duration:

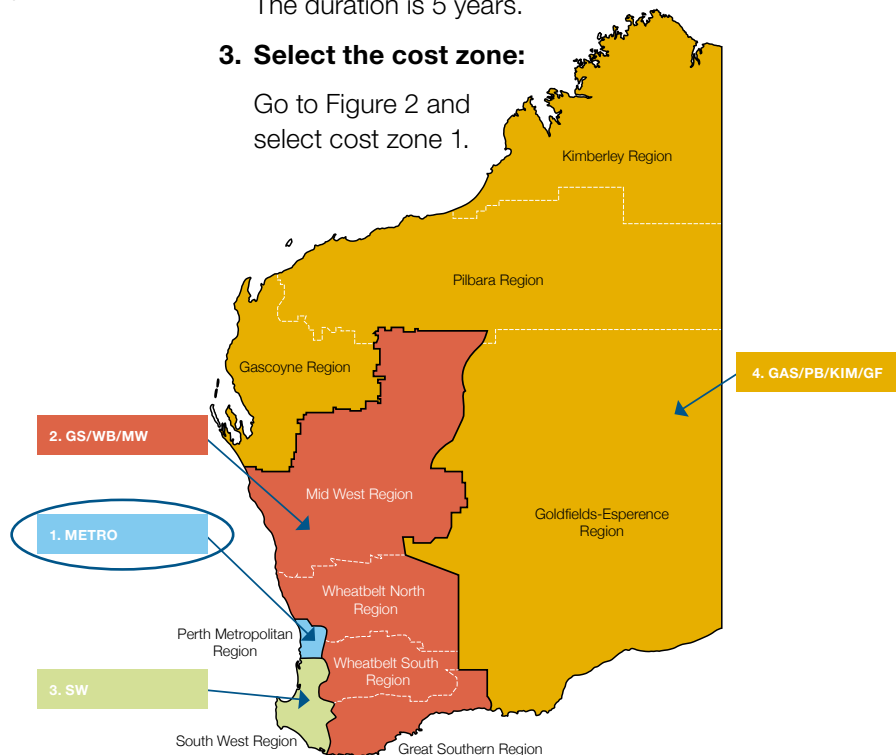
The annual tonnage is 75,000 tonnes per year as given above.

The distances are 1.3km and 2.5km.

The duration is 5 years.

3. Select the cost zone:

Go to Figure 2 and select cost zone 1.



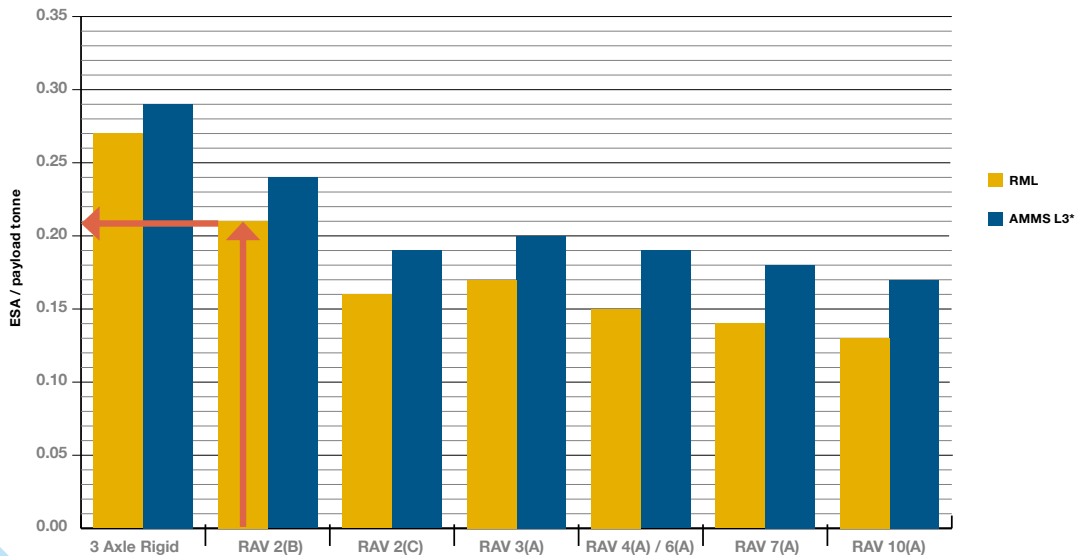
4. Select the road class:

As given, both an access road and a regional distributor are to be used in the calculation.

5. Calculate the ESA per year:

Go to Figure 3, the ESA per payload tonne for a RAV 2(B) at RML is 0.21.

The total ESA per year is therefore $0.21 \times 75,000 = 15,750$ ESA/year



6. Select the marginal cost graph:

Based on the calculated task of 15,750 ESA/year, the 20,000 ESA/year loading scenario is the closest value to be applied in this calculation. Therefore all of the required parameters to select a marginal cost graph are available, including:

Cost zone = 1, road classes = access road and regional distributor, applicable load = 20,000 ESA/year and specified period of additional loading = 5 years

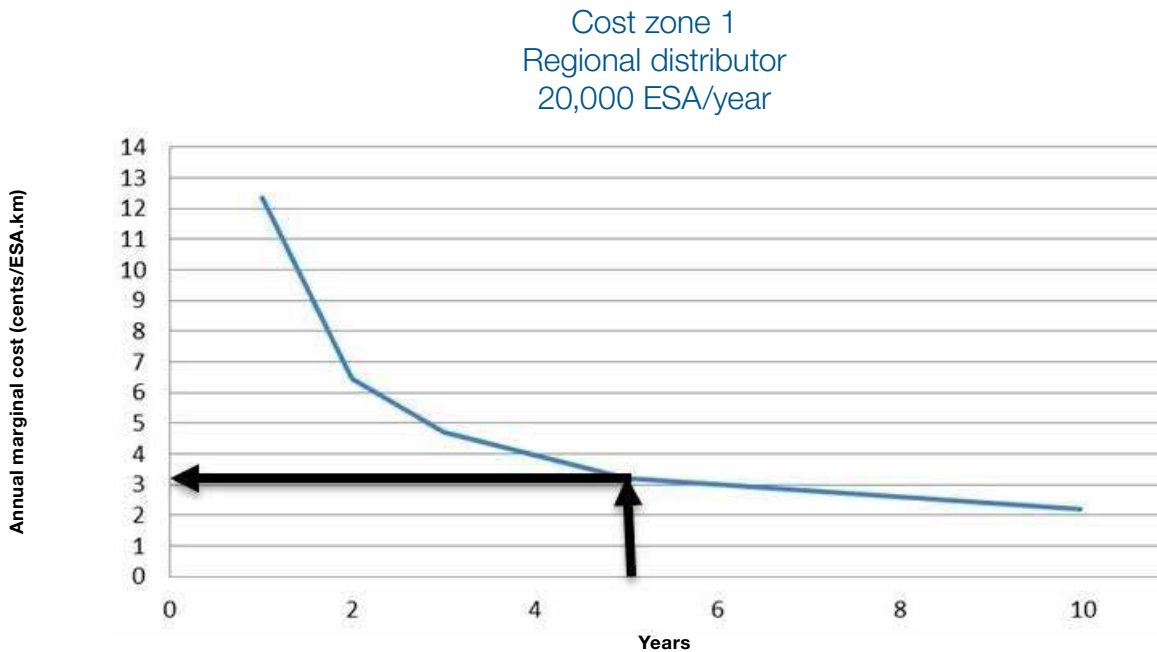
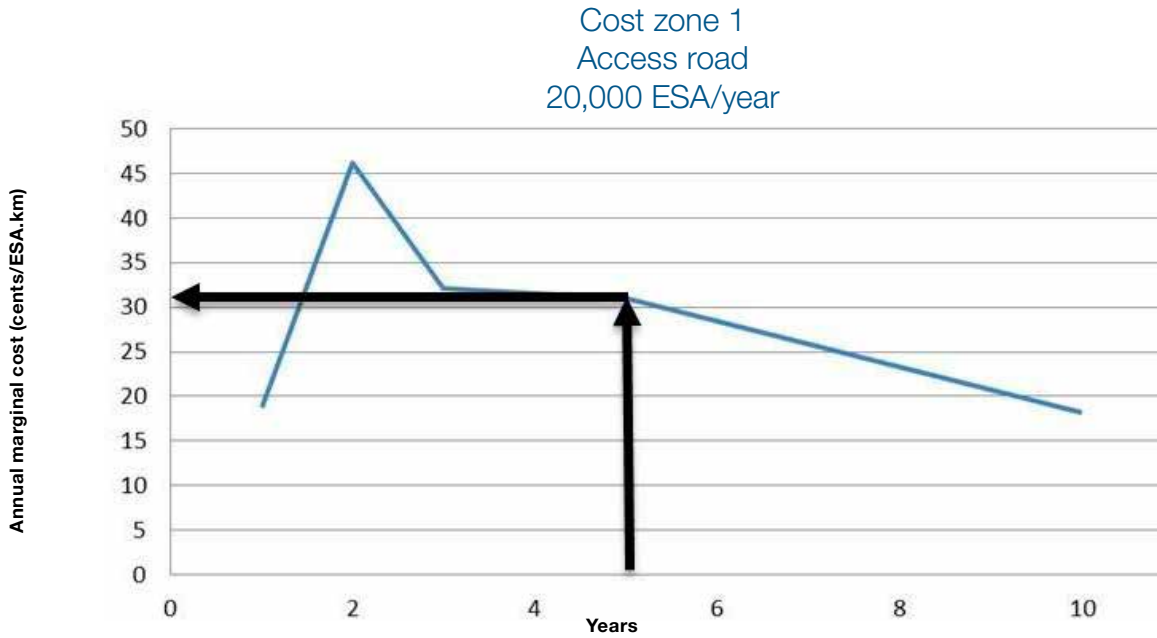
Using these values, Table 1 will lead you to the applicable marginal cost graphs.

With all of the required criteria determined, select the required graphs from Appendix B. For this example, this is Figure B 1.1 for the access road and Figure B 3.1 for the regional distributor, as shown in Step 7 respectively.

From STEP 3 Cost zone	From STEP 4 Road class	From STEP 5 Loading scenario (ESA/year)	Figure link
1	Access road	20,000	Figure B 1.1
		60,000	Figure B 1.2
		100,000	Figure B 1.3
		200,000	Figure B 1.4
	Local distributor	20,000	Figure B 2.1
		60,000	Figure B 2.2
		100,000	Figure B 2.3
		200,000	Figure B 2.4
	Regional distributor	20,000	Figure B 3.1
		60,000	Figure B 3.2
		100,000	Figure B 3.3
		200,000	Figure B 3.4
	District distributor	20,000	Figure B 4.1
		60,000	Figure B 4.2
		100,000	Figure B 4.3
		200,000	Figure B 4.4
Access road	20 000	Figure B 5.1	
	60 000	Figure B 5.2	
	100 000	Figure B 5.3	
	200 000	Figure B 5.4	
	20 000	Figure B 6.1	

7. Determine the marginal cost:

With the appropriate marginal cost graphs selected in Step 6, read off the marginal cost for the task duration.



From the graphs, the marginal cost is 30.8 cents per ESA.km/year for the access road and 3.1 cents per ESA.km/year for the regional distributor.

8. Calculate an annual cost:

The annual cost can now be calculated from all of the above information.

The total loading task is 15,750 ESA/year being applied to the access road for 1.3 km and then to the regional distributor for 2.5 km, so the annual cost can be determined as follows:

$0.308 \times 15,750 \times 1.3 = \6306 per year (for the access road)

$0.031 \times 15,750 \times 2.5 = \1221 per year (for the regional distributor)

The total annual cost is therefore \$7527 per year

Using the total annual cost, the cost per tonne, converted into cents per tonne.km can be calculated as follows:

Cost per tonne =

$\$6306 \times 100 / (75,000 \times 1.3) = 6.5$ cents per tonne.km (for the access road)

$\$1221 \times 100 / (75,000 \times 2.5) = 0.65$ cents per tonne.km (for the regional distributor)

Note: These are the estimated costs for the first year of the operation. Increases in the annual charge should be considered during discussions with the operator.

3.4 Worked Example #4

A new mining company has decided to open up a mine site in the Gascoyne region. In this case however they are constrained by the number of vehicles they have at their disposal and have calculated that within a year they can deliver 10,000 trips to the site while using only prime movers with a semi-trailer towing two six axle dog trailers. The company is operating their vehicles under the Accredited Mass Management Scheme Level 3. The life of the mine is forecast as 6 years. The company would like access to a 30 km long regional distributor that is managed by the Local Government.

Calculate the annual cost of road wear resulting from this additional freight task.

Solution:

1. Determine the vehicle type:

Refer to Appendix A for an outline of all defined vehicles in WA.

A prime mover and semi-trailer towing two six axle dog trailers is a RAV 10(A).

2. Determine the annual tonnage, distance and duration:

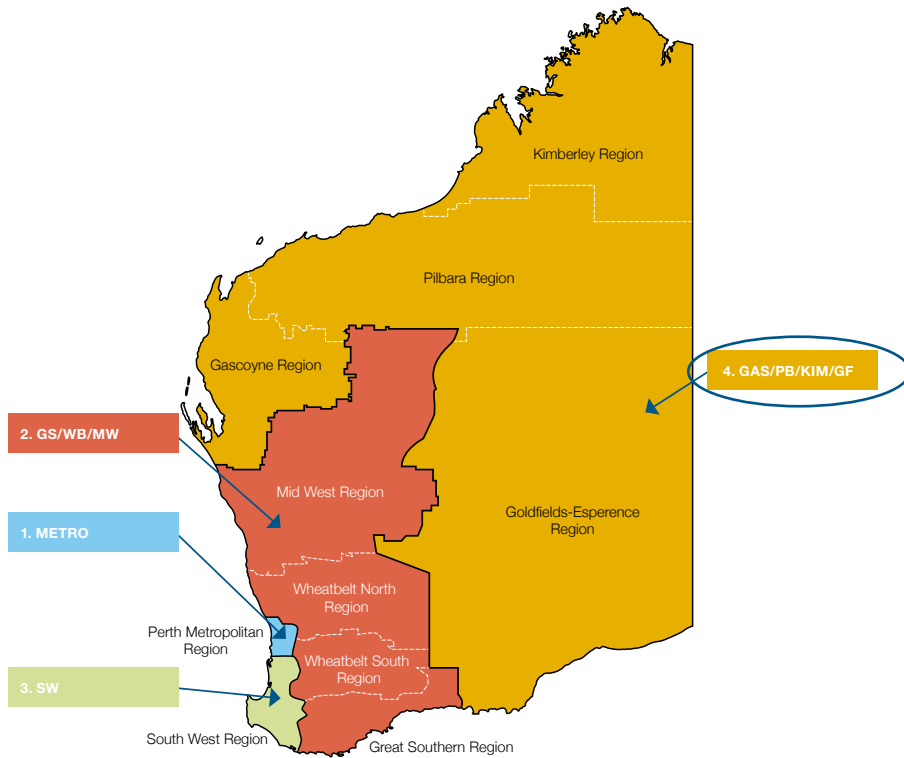
As outlined above, the annual freight loading is unknown but the number of trips with a RAV 10(A) is estimated to be 10,000 per year.

The distance is 30km.

The duration is 6 years.

3. Select the cost zone:

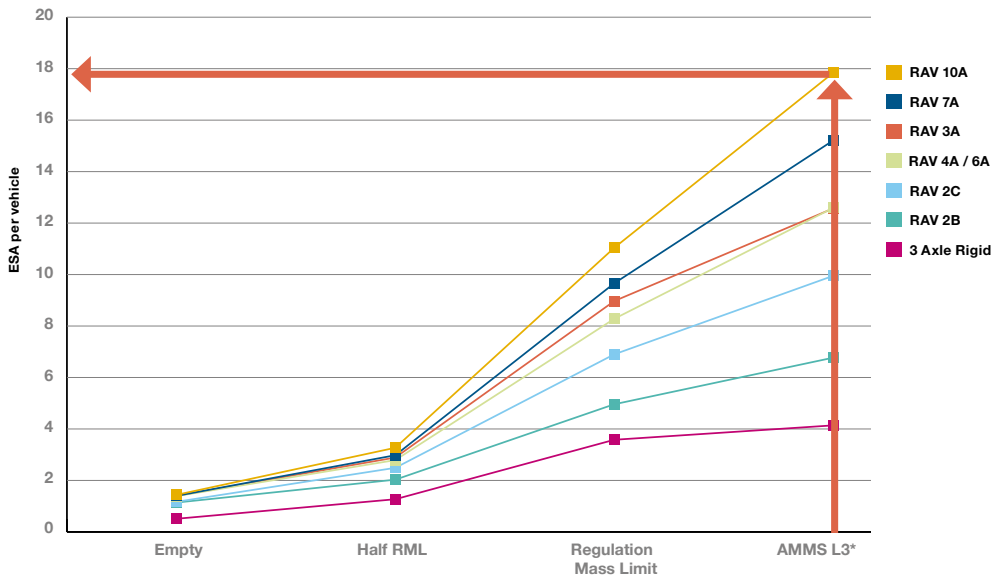
Go to Figure 2 and select cost zone 4.



4. Select the road class:

As outlined above, the task is to operate on a regional distributor.

5. Calculate the ESA per year:



Go to Figure 3, the ESA per vehicle for a RAV 10(A) with concessional mass limit is approximately 18. The total ESA per year is therefore 18 x 10,000 trips = 180,000 ESA/year

6. Select the marginal cost graph:

Based on the calculated task of 180,000 ESA/year as outlined Step 5, the 200,000 ESA/year loading scenario is the closest value to be applied in this calculation. Therefore all of the required parameters to select a marginal cost graph are available, including:

Cost zone = 4, road class = regional distributor, applicable load = 200,000 ESA/year and specified period of additional loading = 6 years.

Using these values, Table 1 will lead you to the applicable marginal cost graph as follows:

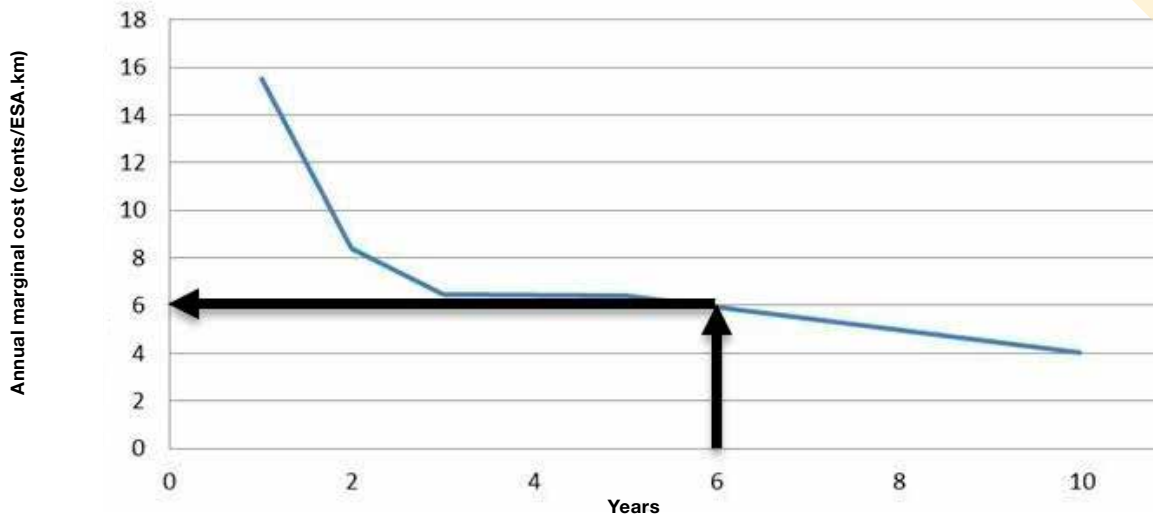
With all of the required criteria determined, select Figure B 15.4 from Appendix B.

	100,000	Figure B 13.3
	200,000	Figure B 13.4
Local distributor	20,000	Figure B 14.1
	60,000	Figure B 14.2
	100,000	Figure B 14.3
	200,000	Figure B 14.4
Regional distributor	20,000	Figure B 15.1
	60,000	Figure B 15.2
	100,000	Figure B 15.3
	200,000	Figure B 15.4
District distributor	20,000	Figure B 16.1
	60,000	Figure B 16.2
	100,000	Figure B 16.3
	200,000	Figure B 16.4

7. Determine the marginal cost:

With the appropriate marginal cost graph selected in Step 6, read off the marginal cost for the task duration.

Cost zone 4
Regional distributor
200,000 ESA/year



From the graph, the annual marginal cost is 6 cents per ESA.km/year.

8. Calculate an annual cost:

The annual cost can now be calculated from all of the above information.

The total loading task was 180,000 ESA/year being applied over 30 km, so the total marginal cost can be determined by multiplying these together:

$$0.06 \times 180,000 \times 30 = \$324,000 \text{ per year}$$

With the total marginal cost determined, the cost per trip can be calculated:

$$\text{Cost per trip} = \$324,000 / 10,000 = \$32.40 \text{ per trip.}$$

Note: These are the estimated costs for one year of operation. Increases in the cost per trip charge should be considered during discussions with the operator for each year of operation.

4 REFERENCES

ARRB Group 2015, 'Estimating the Incremental Cost Impact on Sealed Local Roads from Additional Freight Tasks', ARRB Group Contract Report 009335 for Western Australia Local Government Association, Perth, Western Australia.

Austrroads 2010, 'Guide to Pavement Technology, Part 2: Pavement Structural Design', Austrroads, Sydney, New South Wales.

APPENDIX A - DEFINED VEHICLE TYPES IN WESTERN AUSTRALIA



Prime Mover, Trailer Combinations

Category	Vehicle Description and Configuration Chart (RAV) – Prime Mover, Trailer Combinations Examples	Max Spacing Table	Length (m)	Max Mass (Permitted Mass)	Height (Permitted Mass)	Max Axle Groups	RAV Network
1	(A) PRIME MOVER, SEMI TRAILER TOWING A PIG TRAILER (B) PRIME MOVER TOWING AN OVERHEIGHT SEMI TRAILER (C) SHORT B-DOUBLE (D) TWINSTEER PRIME MOVER TOWING SEMI TRAILER	A A A A	520	50	54.6 (4) 54.6 (3) 54.6 (4) 54.6 (4)	4	1
2	(A) PRIME MOVER, SEMI TRAILER TOWING A PIG TRAILER (B) PRIME MOVER, SEMI TRAILER TOWING SEMI TRAILER (C) B-DOUBLE (D) SHORT B TRIPLE (E) CAR CARRIER SEMI TRAILER	A A A A A	527.5	65.5	54.6 (4) 53.5 (5) 54.6 (4) 54.6 (4) 54.6 (4)	4	2
3	(A) PRIME MOVER, SEMI TRAILER TOWING A DOG TRAILER	A	527.5	84	54.6 (4)	5	3
4	(A) PRIME MOVER, SEMI TRAILER TOWING 6 AXLE DOG TRAILER	A	527.5	87.5	54.6 (4)	5	4
5	(A) PRIME MOVER, SEMI TRAILER TOWING A DOG TRAILER (B) PRIME MOVER, SEMI TRAILER TOWING 6 AXLE DOG TRAILER (C) PRIME MOVER, SEMI TRAILER TOWING A DOG TRAILER AND CONVERTER DOLLY (D) B-TRIPLE (E) PRIME MOVER SEMI TRAILER TOWING A DOG TRAILER	B B B B B	>27.5-536.5 >27.5-536.5 >27.5-536.5 >27.5-536.5 >27.5-536.5	84 84+d 87.5 84	54.6 (4) 54.6 (4) 54.6 (4) 54.6 (4) 54.6 (4)	5	5
6	(A) PRIME MOVER, SEMI TRAILER TOWING 6 AXLE DOG TRAILER (B) B-TRIPLE (C) PRIME MOVER SEMI TRAILER TOWING A 6 AXLE TRAILER & CONVERTER DOLLY	A B B B	>27.5-536.5 >27.5-536.5 >27.5-536.5	87.5 87.5 87.5+d	54.6 (4) 54.6 (4) 54.6 (4)	5	6
7	(A) PRIME MOVER, TOWING SEMI TRAILER AND B DOUBLE (B) B-DOUBLE TOWING A DOG TRAILER	A B	>27.5-536.5 >27.5-536.5	107.5 107.5	54.6 (4) 54.6 (4)	6	7
9	(A) PRIME MOVER, SEMI TRAILER TOWING 2 X DOG TRAILERS (B) PRIME MOVER, SEMI TRAILER TOWING A DOG TRAILER AND CONVERTER DOLLY (C) B DOUBLE TOWING A DOG TRAILER (D) PRIME MOVER, SEMI TRAILER TOWING A B-DOUBLE	B B B A	>36.5-553.5 >36.5-553.5 >36.5-553.5 >36.5-545	120.5 84+d 107.5 107.5	54.6 (4) 54.6 (4) 54.6 (4) 54.6 (4)	7 6 6 6	9
10	(A) PRIME MOVER, SEMI TRAILER TOWING 2 X 6 AXLE DOG TRAILERS (B) B-DOUBLE TOWING A CONVERTER DOLLY CONNECTED TO 2 SEMI TRAILERS (C) PRIME MOVER, SEMI TRAILER TOWING B TRIPLE (D) B-DOUBLE TOWING 2 DOG TRAILERS (E) PRIME MOVER, SEMI TRAILER TOWING A 6 AXLE DOG TRAILER AND CONVERTER DOLLY (F) DOUBLE ROAD TRAIN TOWING B-DOUBLE TRAILERS	A A A A A A	>36.5-553.5 >36.5-553.5 >36.5-553.5 >36.5-553.5 >36.5-553.5 >36.5-553.5	127.5 127.5 127.5 147.5 147.5 87.5+d	54.6 (4) 54.6 (4) 54.6 (4) 54.6 (4) 54.6 (4) 54.6 (4)	7 7 7 8 8 6	10

NOTES

- Operator using a category of RAV defined in this document must operate that RAV in accordance with the OPERATING CONDITIONS and only on the network specified.
- Operator must refer to the OPERATING CONDITIONS for the full vehicle description.
- Operator must refer to the OPERATING CONDITIONS for the full vehicle description.
- The height of the vehicle can exceed 4.3m but MUST NOT exceed 4.6m when it is: (i) built to carry livestock or (ii) carrying a crane to carry live stock or (iii) carrying vehicles on more than one deck or (iv) carrying a crane to carry live stock or (v) when operating with an appropriately licensed over height transport unit or a participant unit.
- Maximum height of Pig Trailer only.



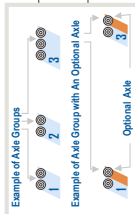
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Tel: 138 HVO (138 486)
Email: hvo@mainroads.wa.gov.au
Website: www.mainroads.wa.gov.au

APPENDIX A - DEFINED VEHICLE TYPES IN WESTERN AUSTRALIA



Truck, Trailer Combinations

Category	Vehicle Description and Configuration Chart (RAV) – Truck, Trailer Combinations Examples	Truck Spacing	Length (m)	Mass (t) (Permitted Max)	Height (m) (Permitted Max)	Axle Groups	RAV Network
1	(A) TRUCK TOWING A 6 AXLE DOG TRAILER (B) TRUCK TOWING A PIG TRAILER (C) TRUCK TOWING A DOG TRAILER (D) TRUCK TOWING A CAR CARRIER TRAILER	A B C D	<12.5 520 520 520	27.5 45.5 50 42.5	≤4.6 ≤4.6 ≤4.6 ≤4.6	2 (4) 3 (4) 4 (4) 3	1 Network
2	(A) TRUCK TOWING A 6 AXLE DOG TRAILER (B) TRUCK TOWING A CAR CARRIER TRAILER (C) TRUCK TOWING A 2,3,4 OR 5 AXLE DOG TRAILER	A B C	525 525 525	67.5 42.5 64.0	≤4.6 ≤4.6 ≤4.6	4 (4) 3 (4) 4	2 Network
7	(A) TRUCK TOWING 2 X 5 OR 6 AXLE DOG TRAILERS	A	>27.5, ≤36.5	107.5	≤4.3	6	7 Network
8	(A) TRUCK TOWING 2 DOG TRAILERS	A	>27.5, ≤36.5	107.5	≤4.3	6	8 Network



NOTES

- Operator must be a category 1 RAV operator in this document must operate the RAV in accordance with the OPERATING CONDITIONS and only on the network specified.
- These diagrams are a visual indication of the vehicle only.
- Operator must refer to the OPERATING CONDITIONS for the full vehicle description.
- The height of the vehicle, not exceed 4.5m, the HIGHEST LOT (upward) is 1.6m, when it is:
 - built to carry livestock or (ii) carrying a crane, hoist, or a large container or (iii) carrying a large container or (iv) carrying a large indivisible item or; (v) when operating with an appropriately participated in a team.
- Maximum height of Pig Trailer only.



Heavy Vehicle Operations
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Website: www.mainroads.wa.gov.au

APPENDIX B – MARGINAL COST CHARTS

B.1 Cost zone 1 – Access roads

Figure B 1.1

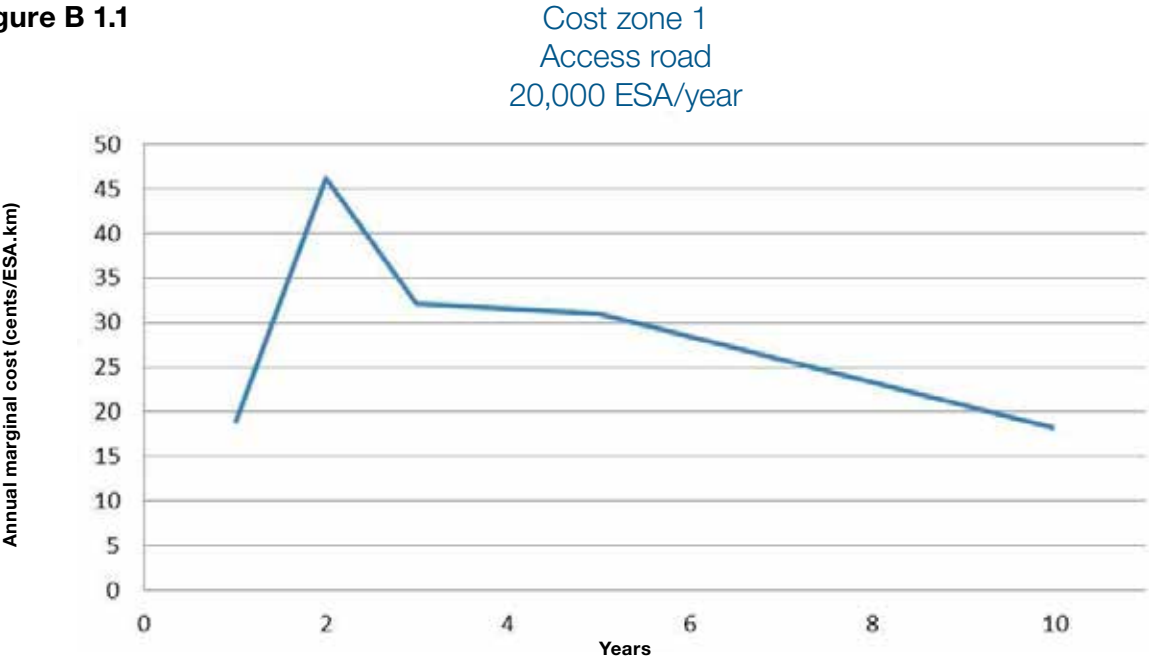


Figure B 1.2

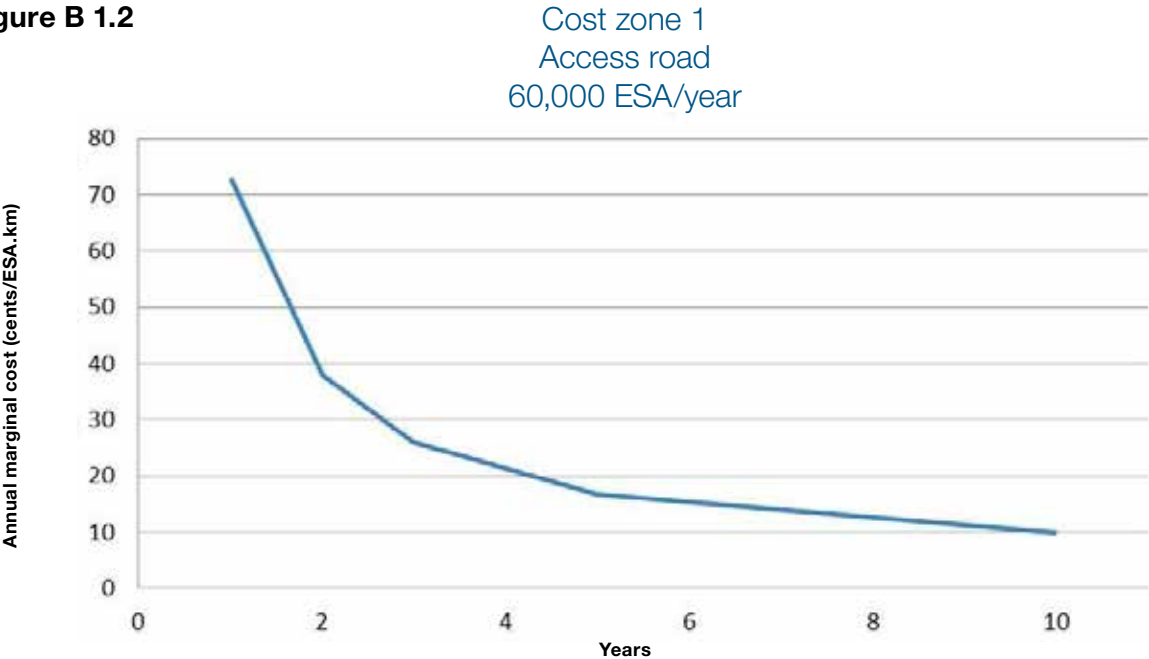


Figure B 1.3

Cost zone 1
Access road
100,000 ESA/year

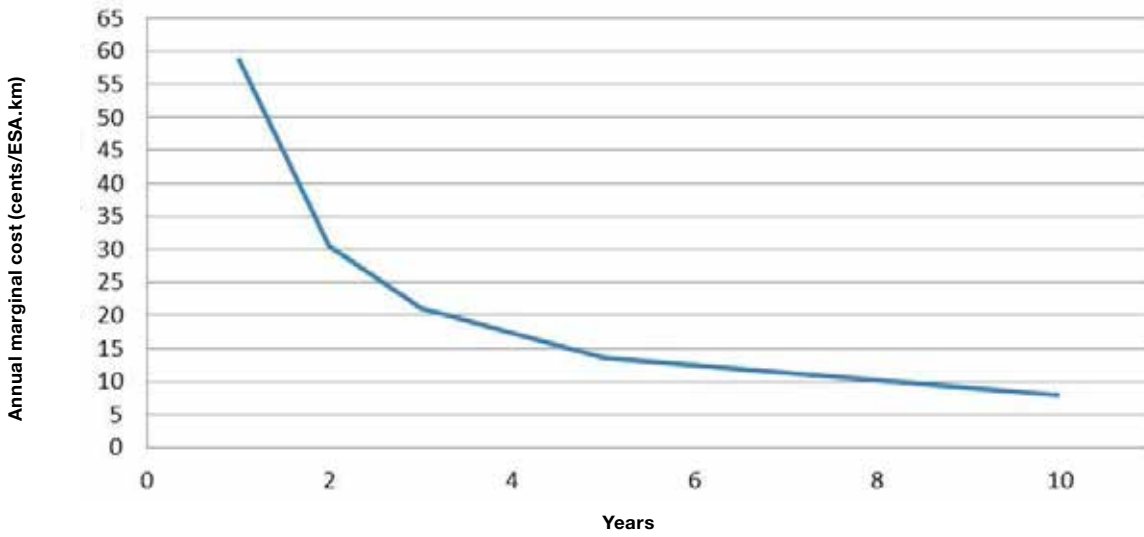
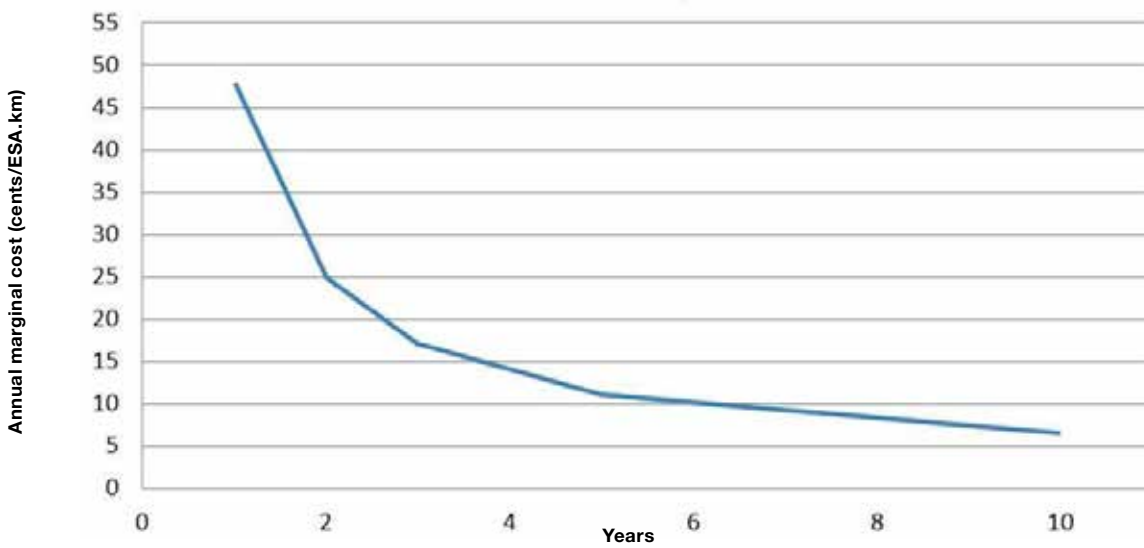


Figure B 1.4

Cost zone 1
Access road
200,000 ESA/year



B.2 Cost zone 1 – Local distributor

Figure B 2.1

Cost zone 1
Local distributor
20,000 ESA/year

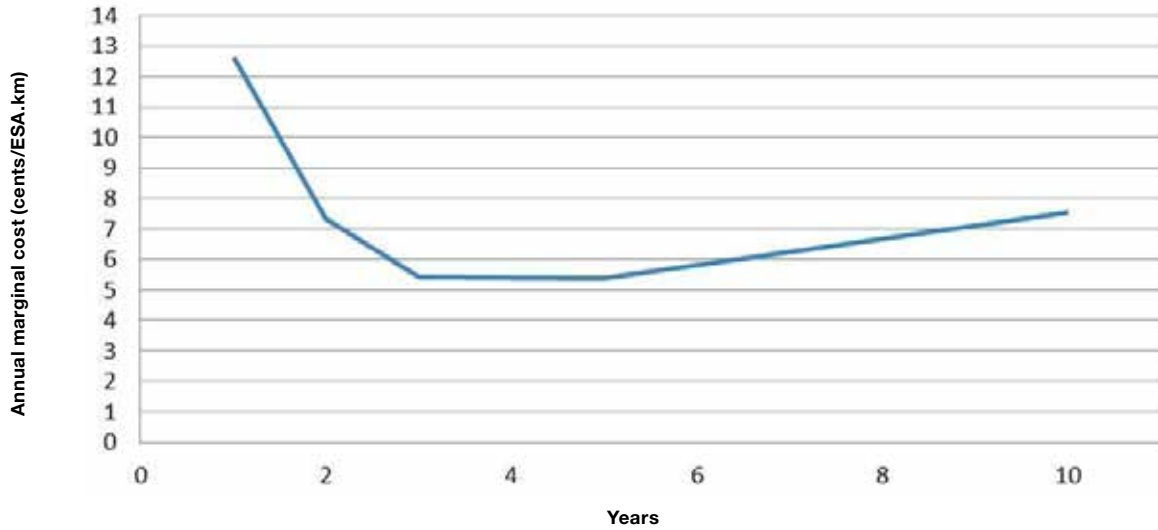


Figure B 2.2

Cost zone 1
Local distributor
60,000 ESA/year

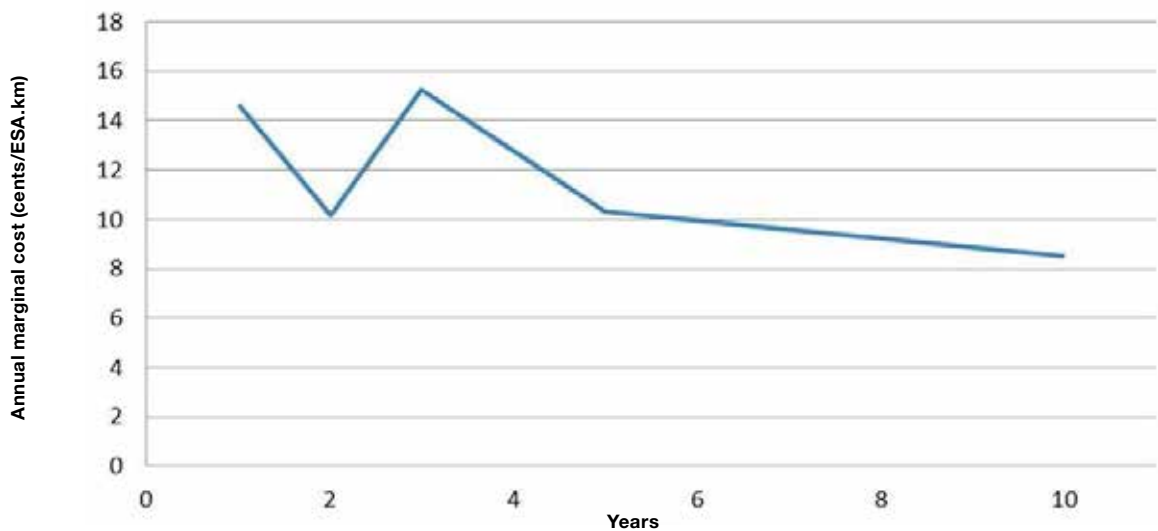


Figure B 2.3

Cost zone 1
Local distributor
100,000 ESA/year

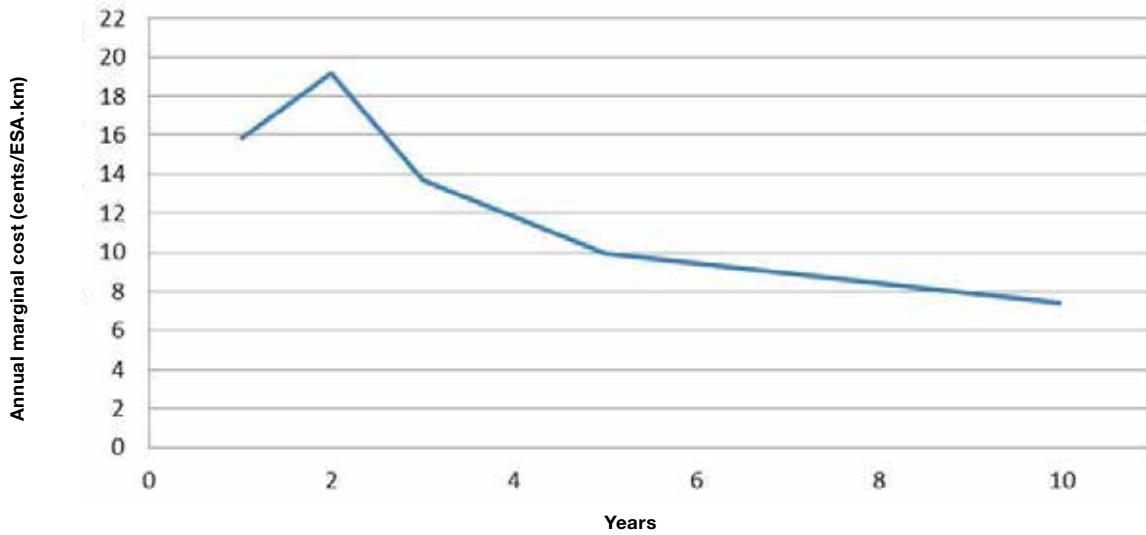
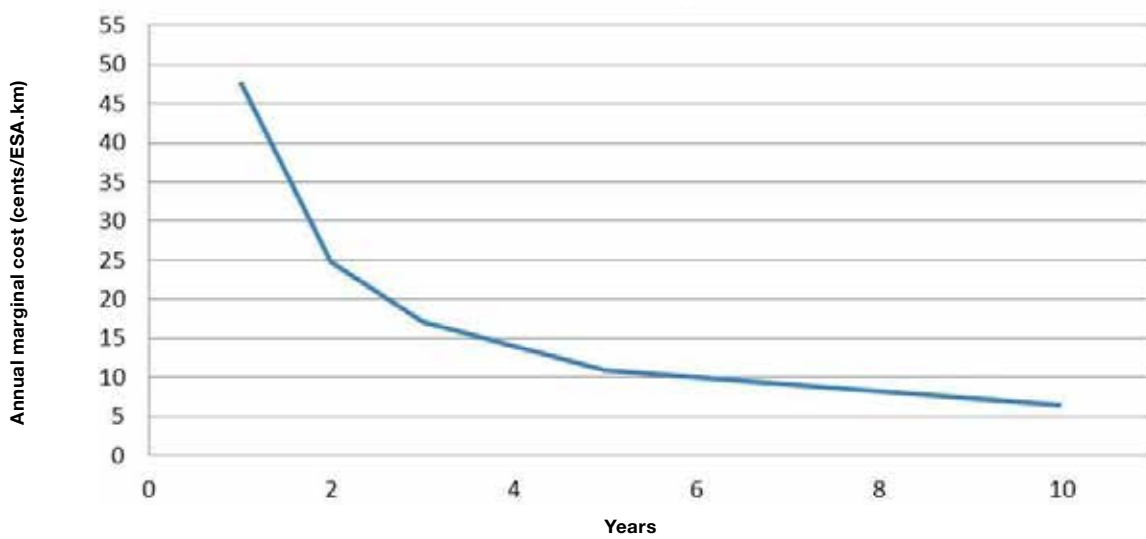


Figure B 2.4

Cost zone 1
Local distributor
200,000 ESA/year



B.3 Cost zone 1 – Regional distributor

Figure B 3.1

Cost zone 1
Regional distributor
20,000 ESA/year

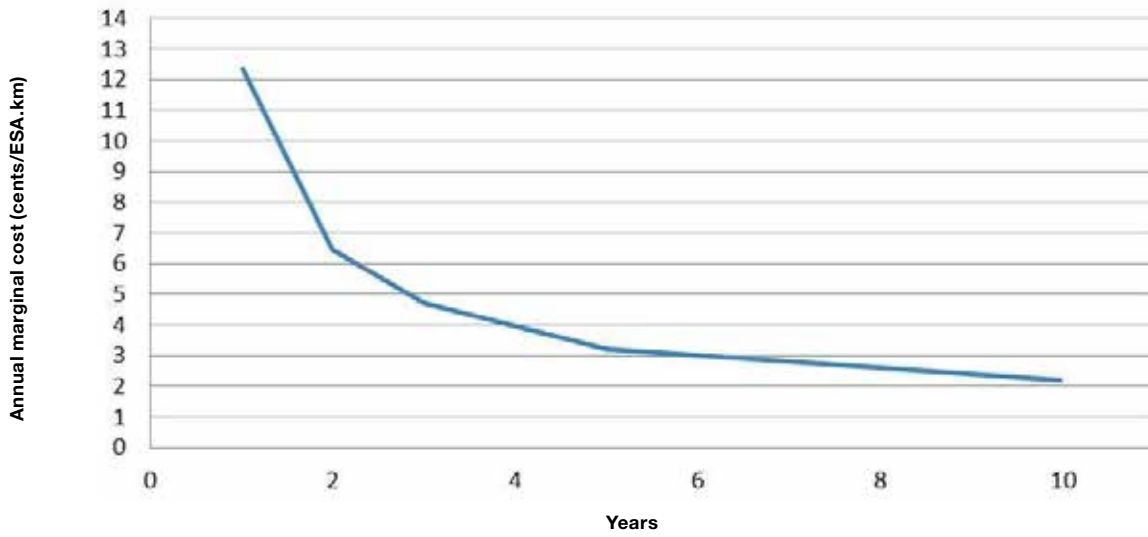


Figure B 3.2

Cost zone 1
Regional distributor
60,000 ESA/year

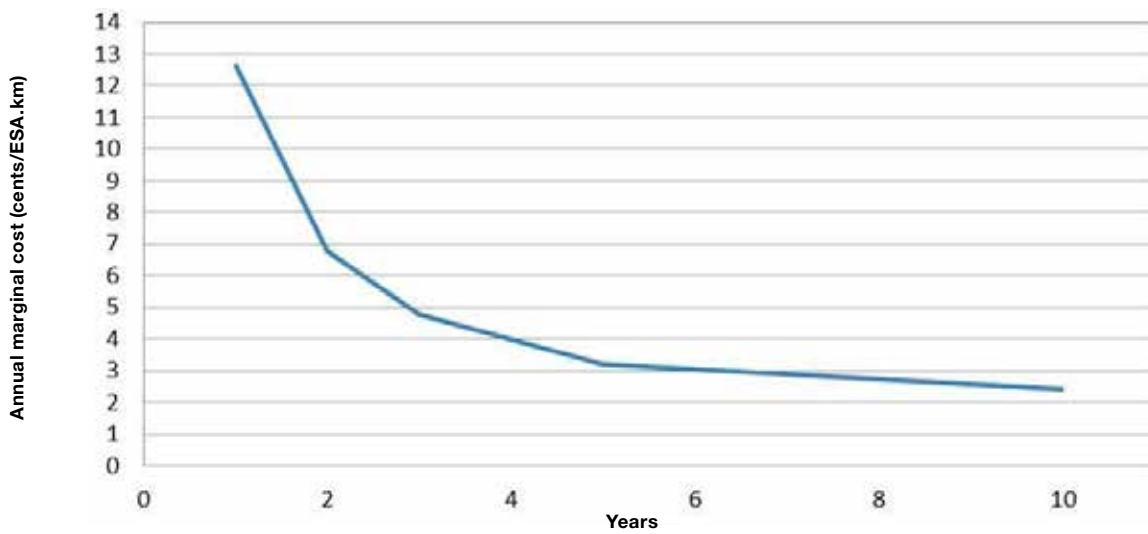


Figure B 3.3

Cost zone 1
Regional distributor
100,000 ESA/year

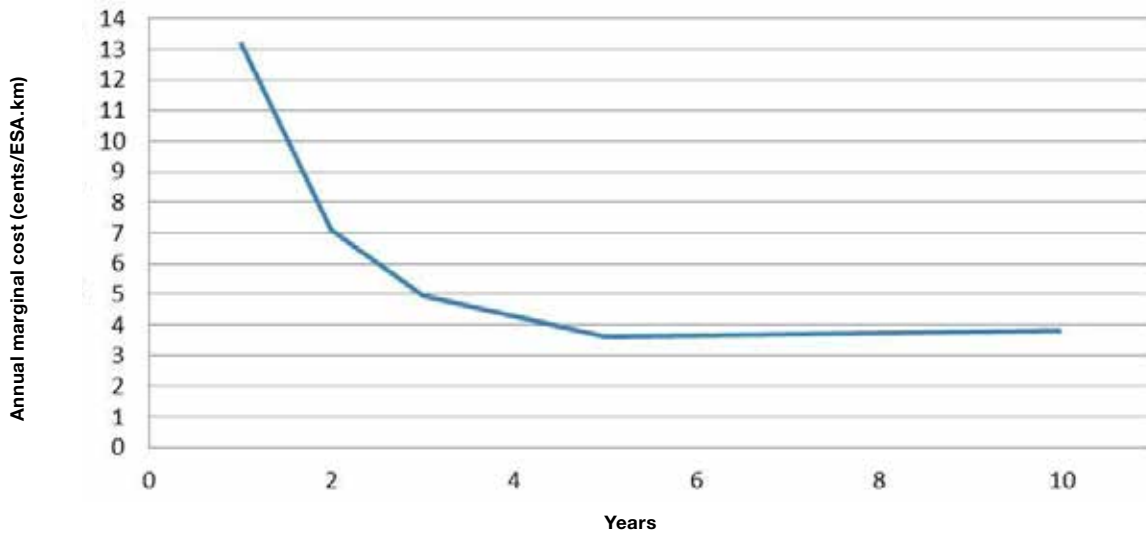
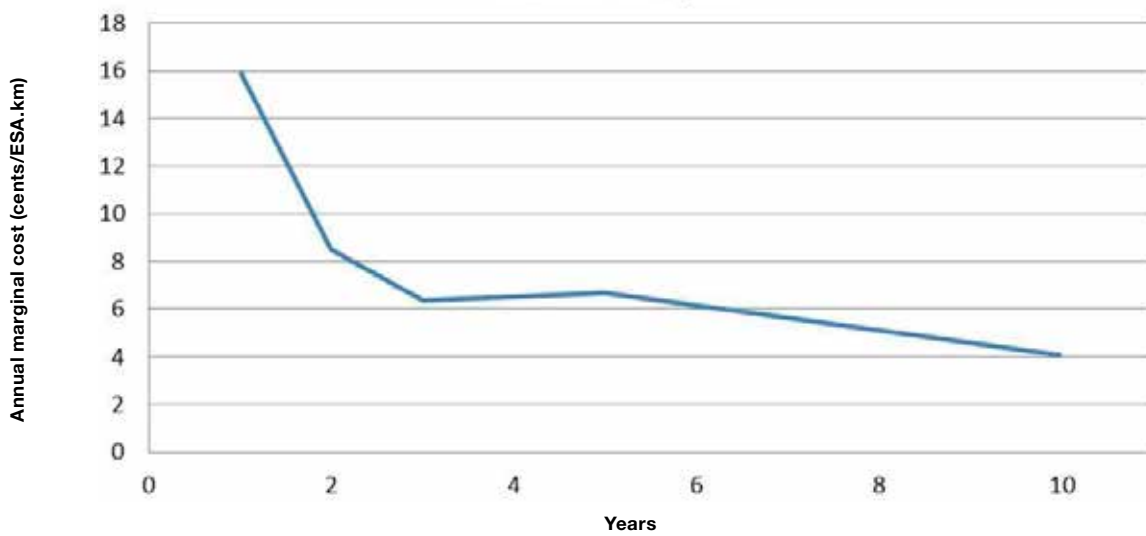


Figure B 3.4

Cost zone 1
Regional distributor
200,000 ESA/year



B.4 Cost zone 1 – District distributor

Figure B 4.1

Cost zone 1
District distributor
20,000 ESA/year

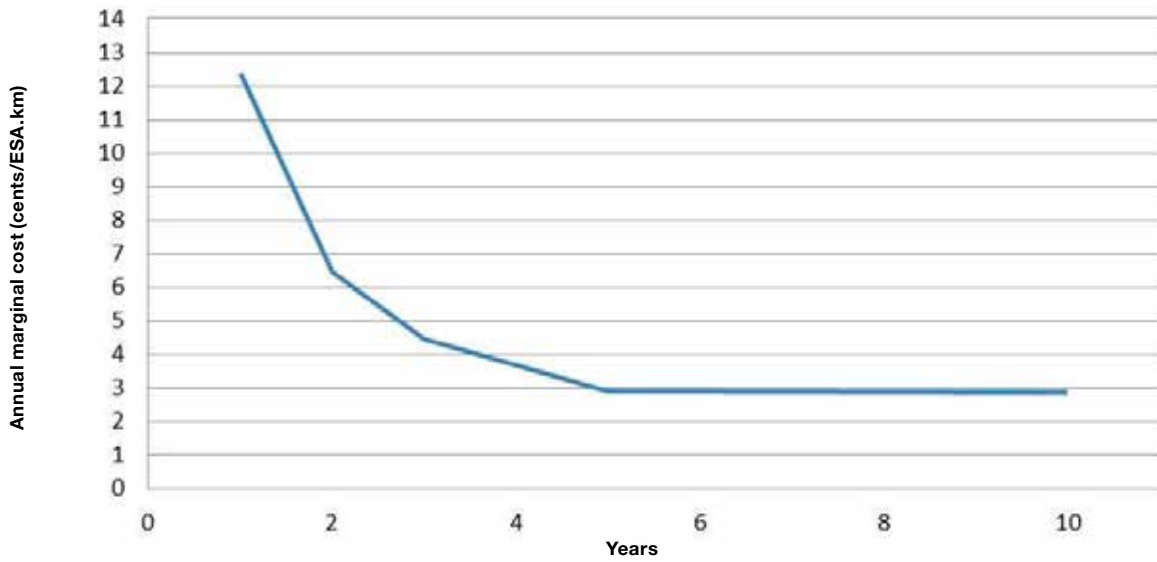


Figure B 4.2

Cost zone 1
District distributor
60,000 ESA/year

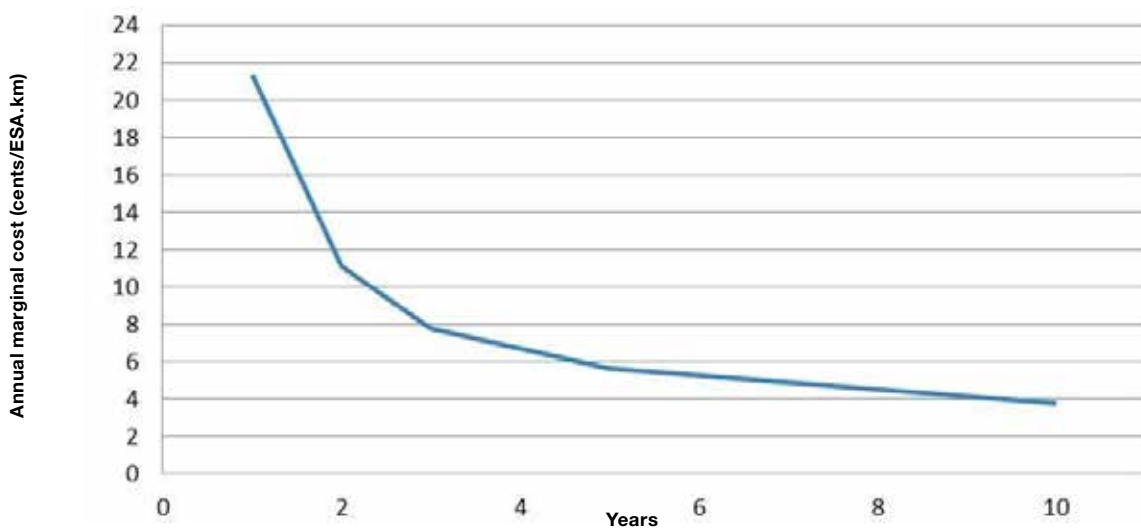


Figure B 4.3

Cost zone 1
District distributor
100,000 ESA/year

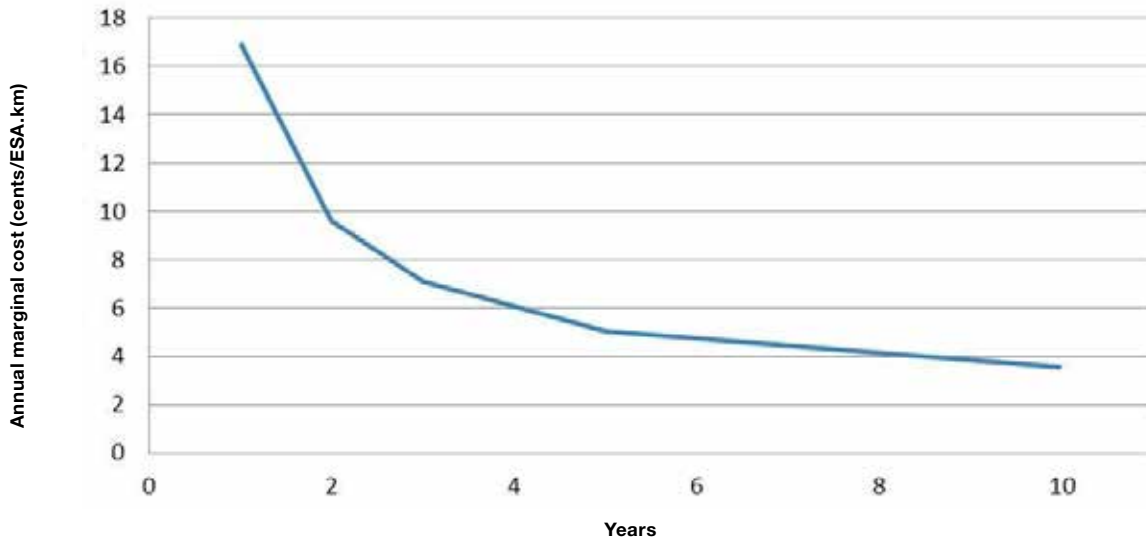
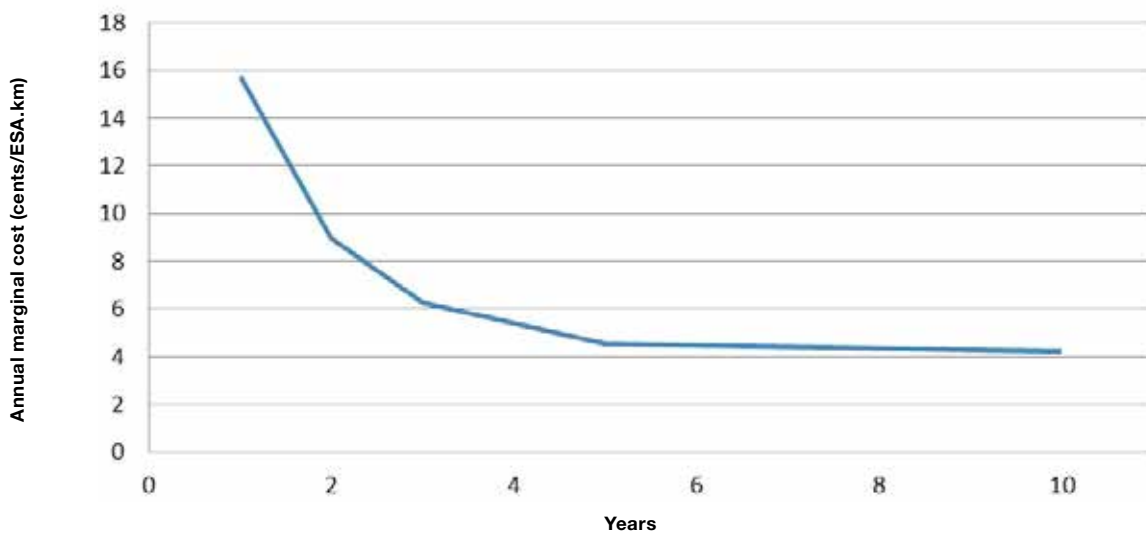


Figure B 4.4

Cost zone 1
District distributor
200,000 ESA/year



B.5 Cost zone 2 – Access roads

Figure B 5.1

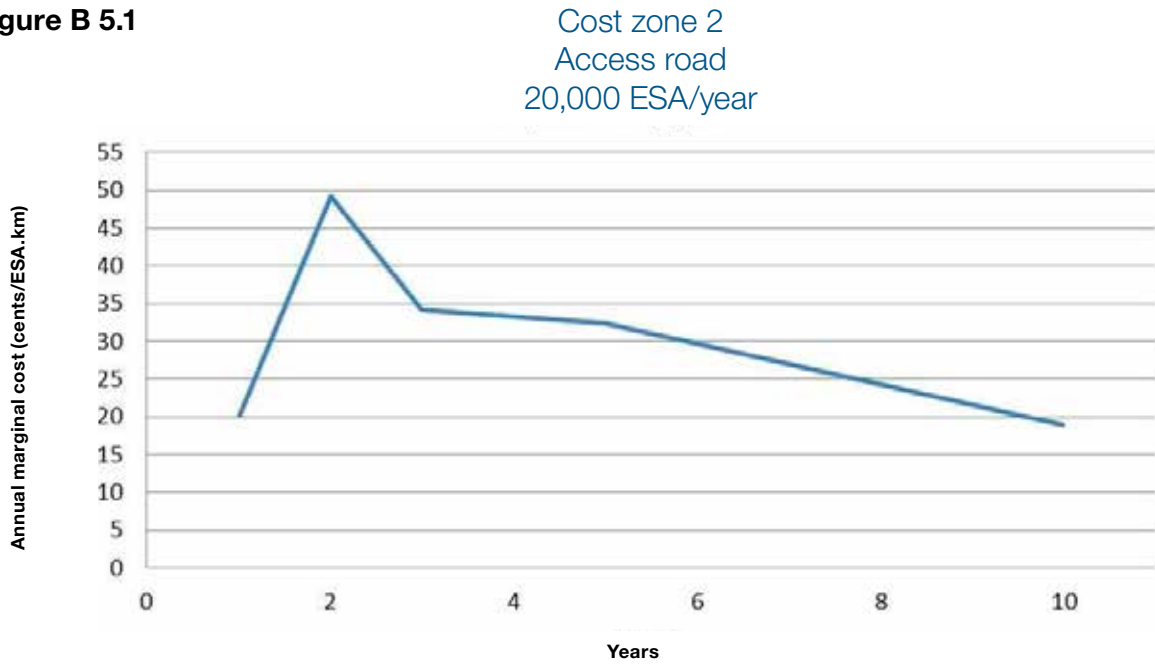


Figure B 5.2

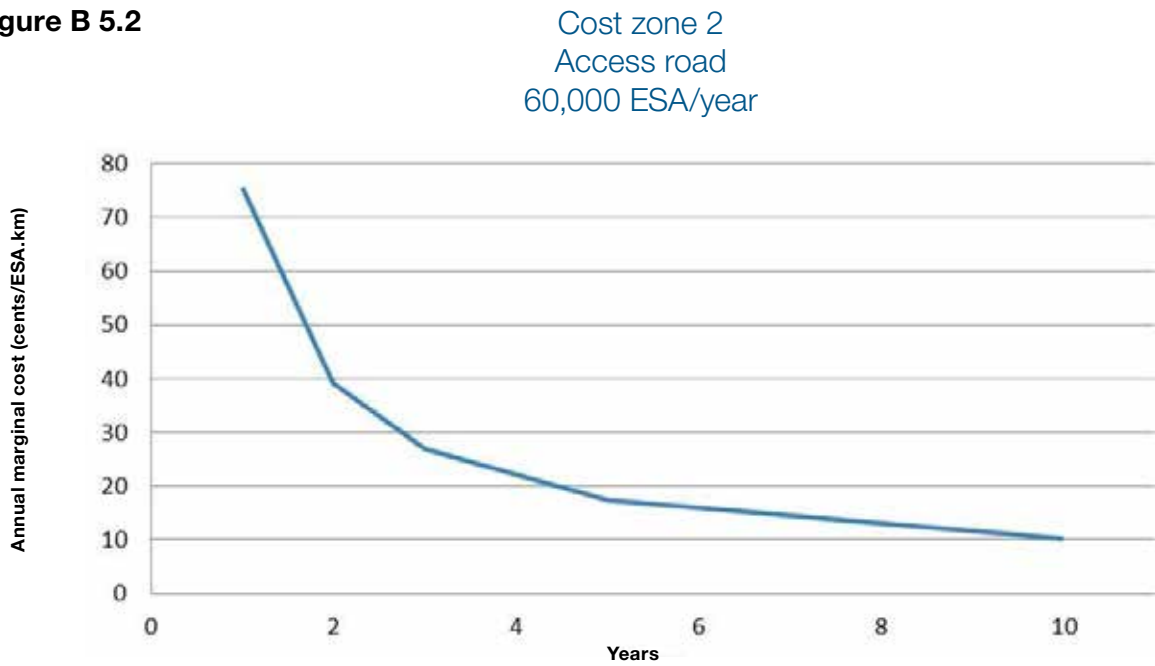


Figure B 5.3

Cost zone 2
Access road
100,000 ESA/year

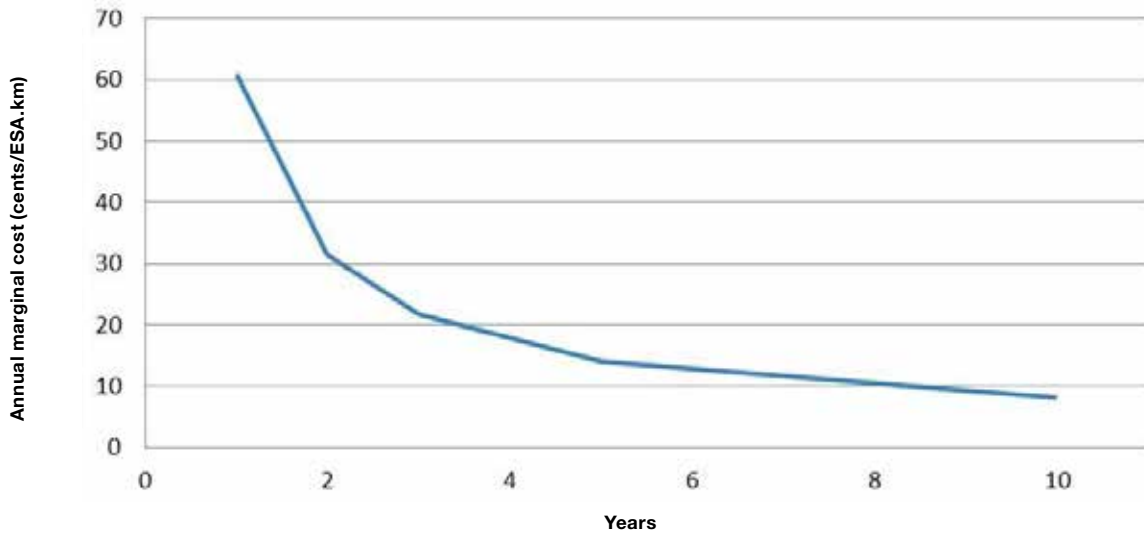
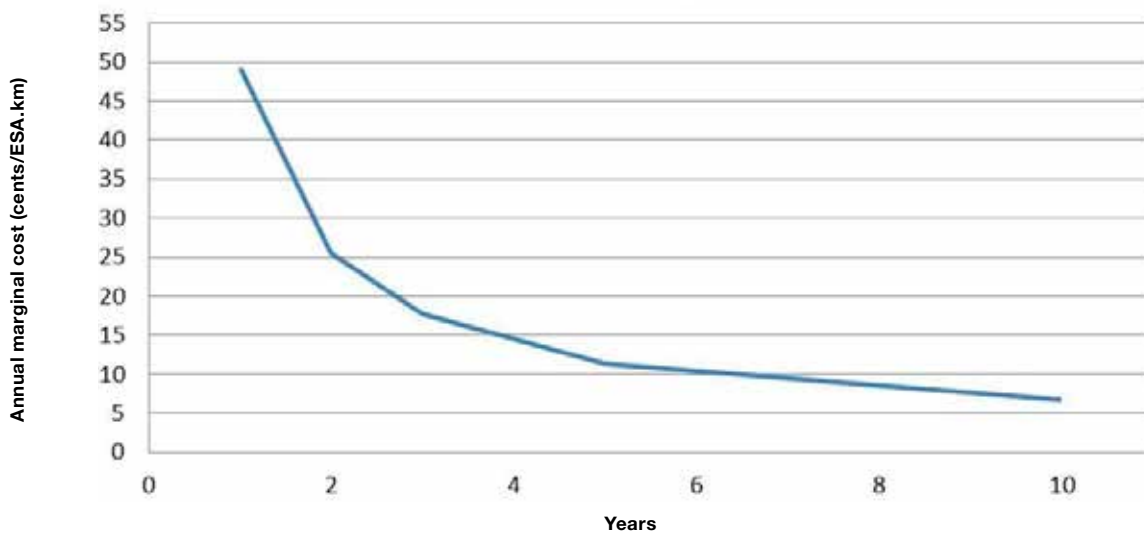


Figure B 5.4

Cost zone 2
Access road
200,000 ESA/year



B.6 Cost zone 2 – Local distributor

Figure B 6.1

Cost zone 2
Local distributor
20,000 ESA/year

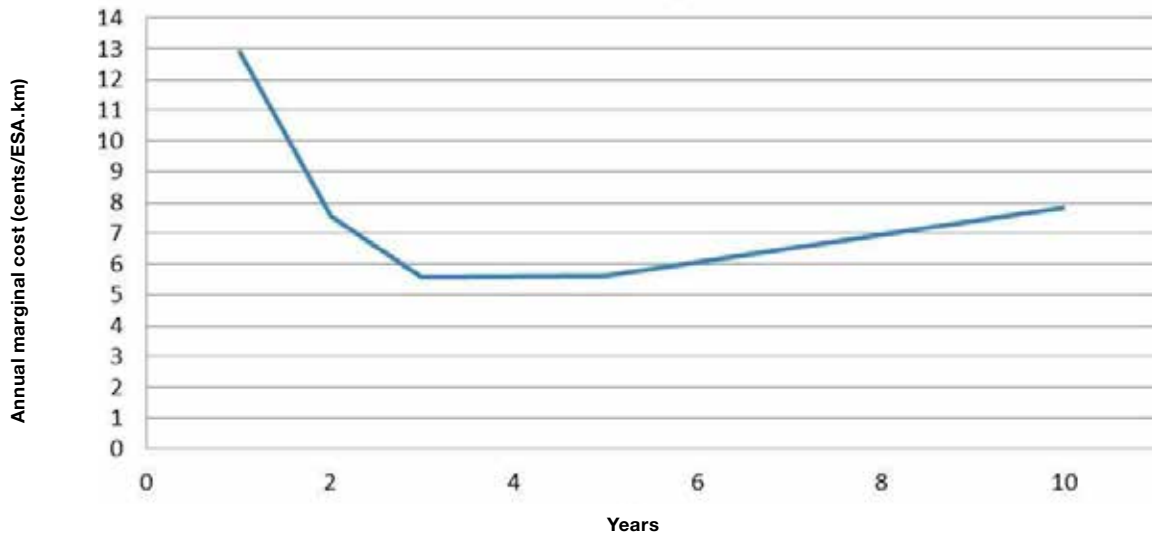


Figure B 6.2

Cost zone 2
Local distributor
60,000 ESA/year

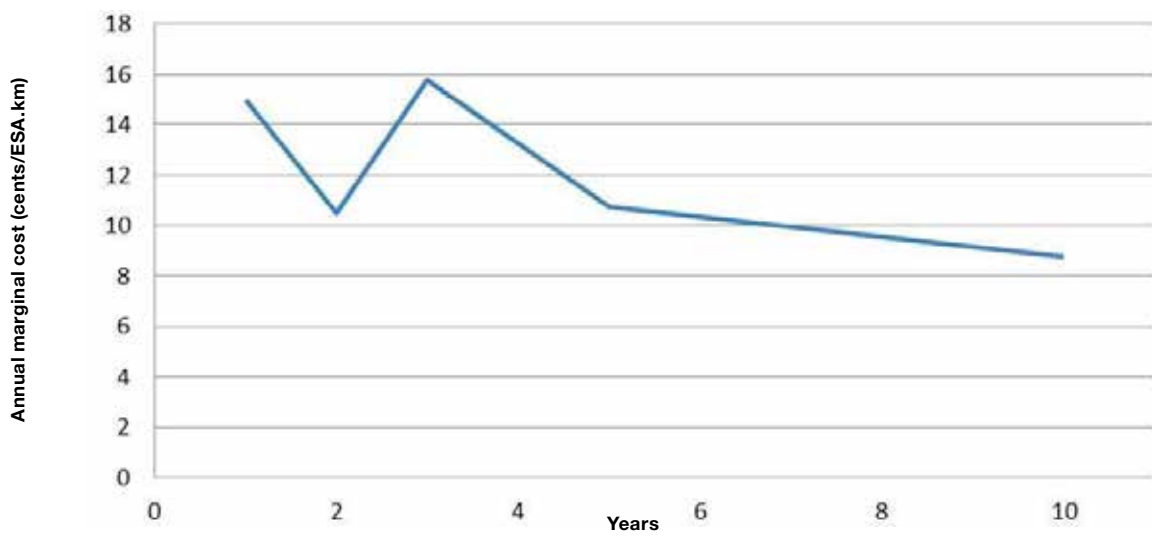


Figure B 6.3

Cost zone 2
Local distributor
100,000 ESA/year

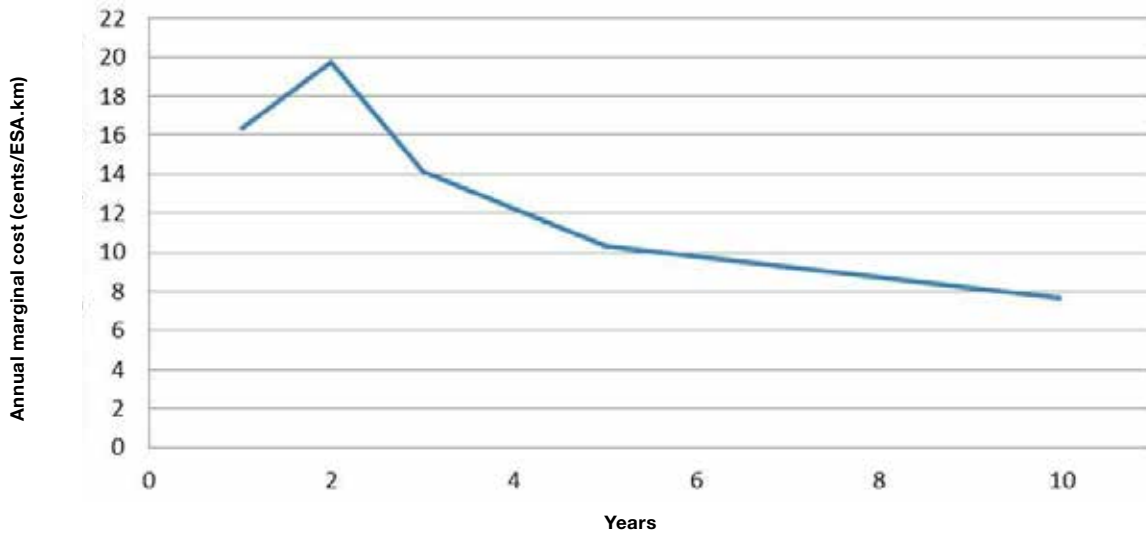
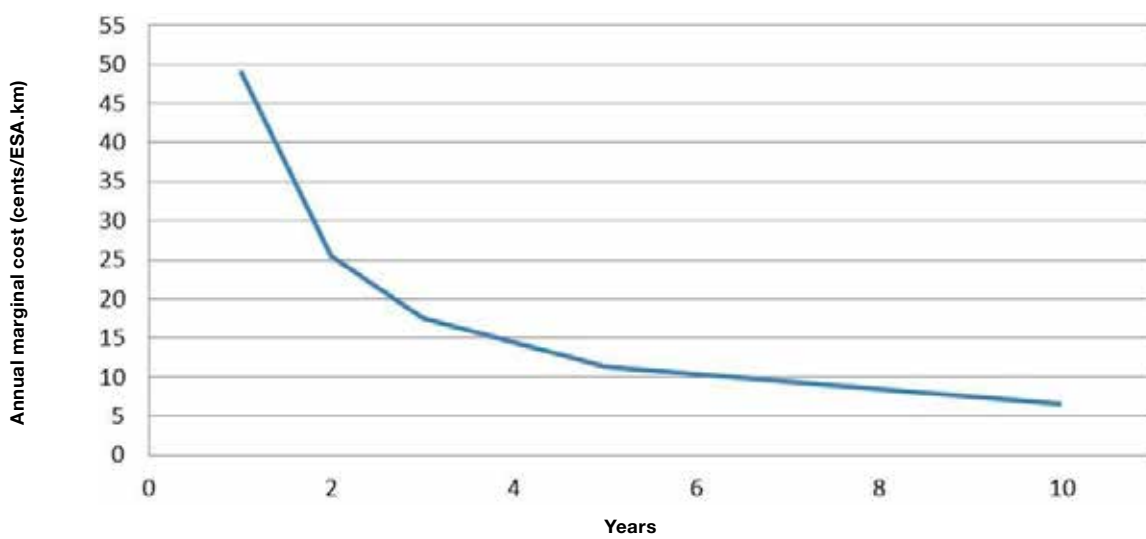


Figure B 6.4

Cost zone 2
Local distributor
200,000 ESA/year



B.7 Cost zone 2 – Regional distributor

Figure B 7.1

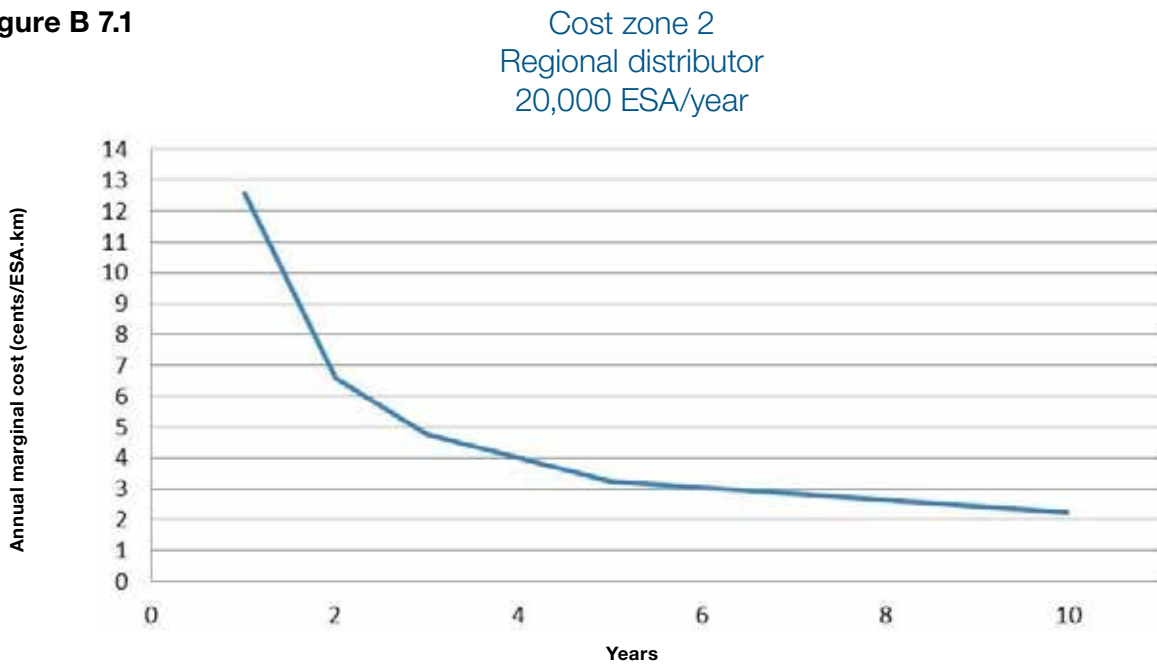


Figure B 7.2

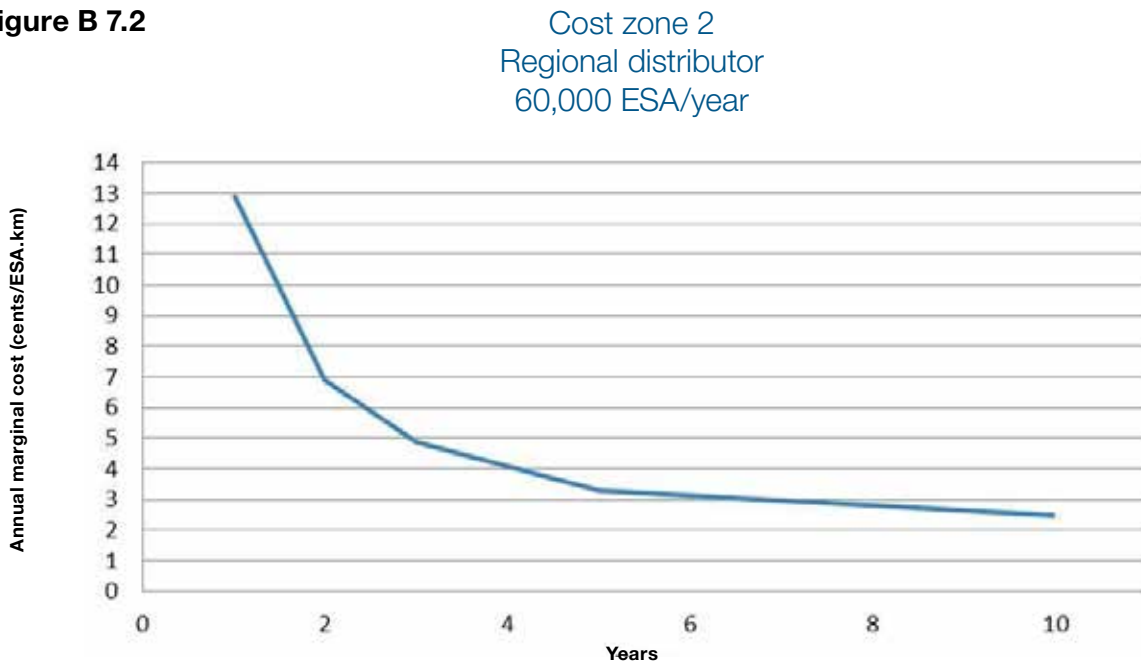


Figure B 7.3

Cost zone 2
Regional distributor
100,000 ESA/year

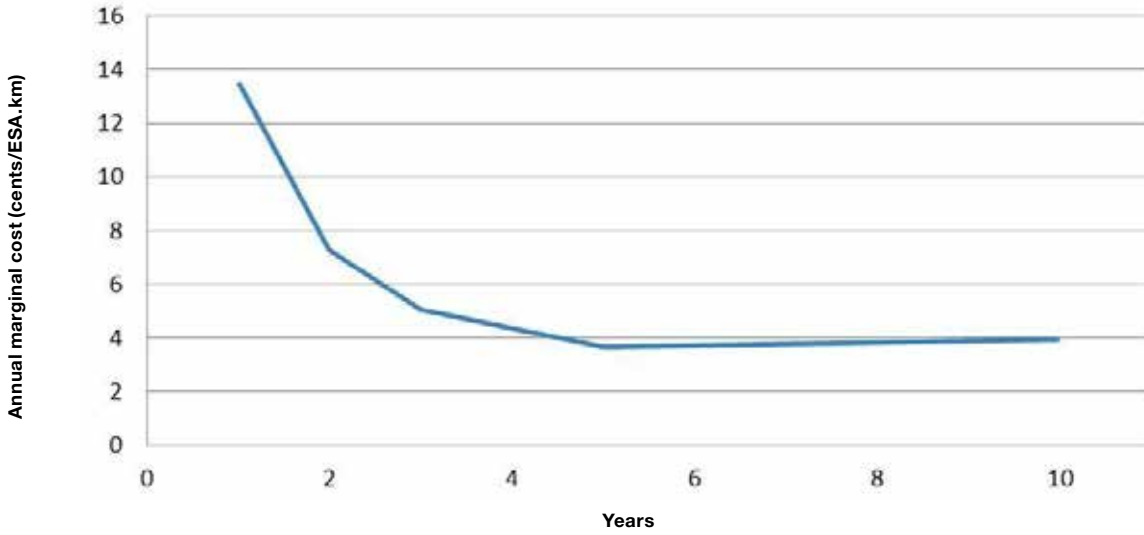
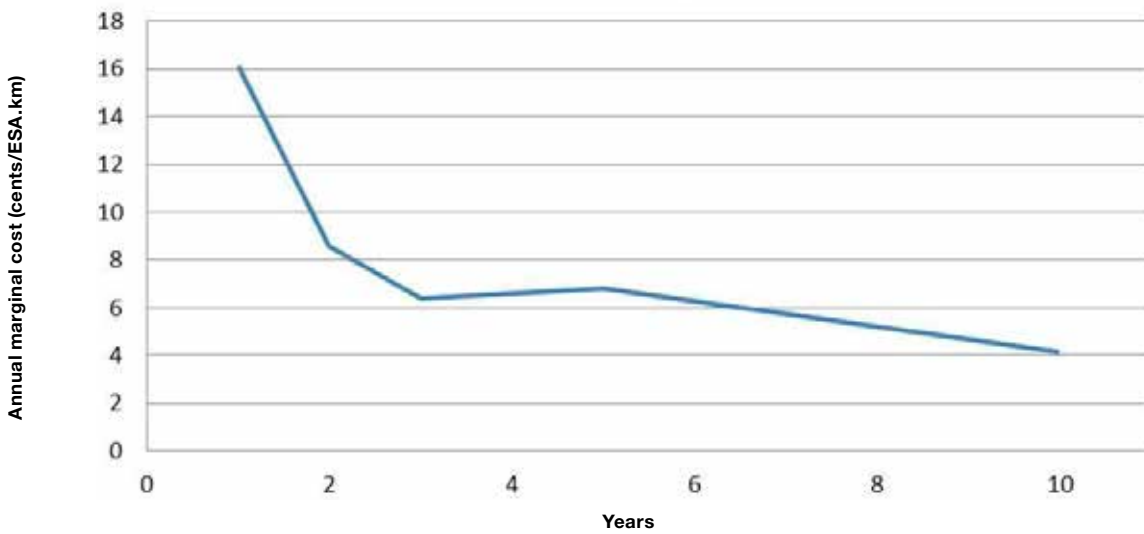


Figure B 7.4

Cost zone 2
Regional distributor
200,000 ESA/year



B.8 Cost zone 2 – District distributor

Figure B 8.1

Cost zone 2
District distributor
20,000 ESA/year

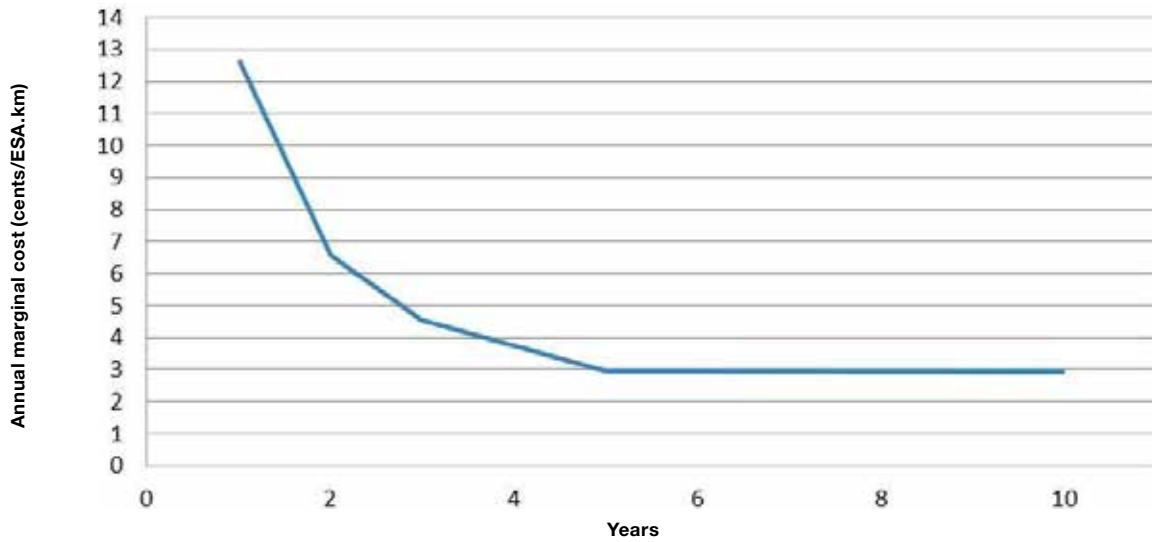


Figure B 8.2

Cost zone 2
District distributor
60,000 ESA/year

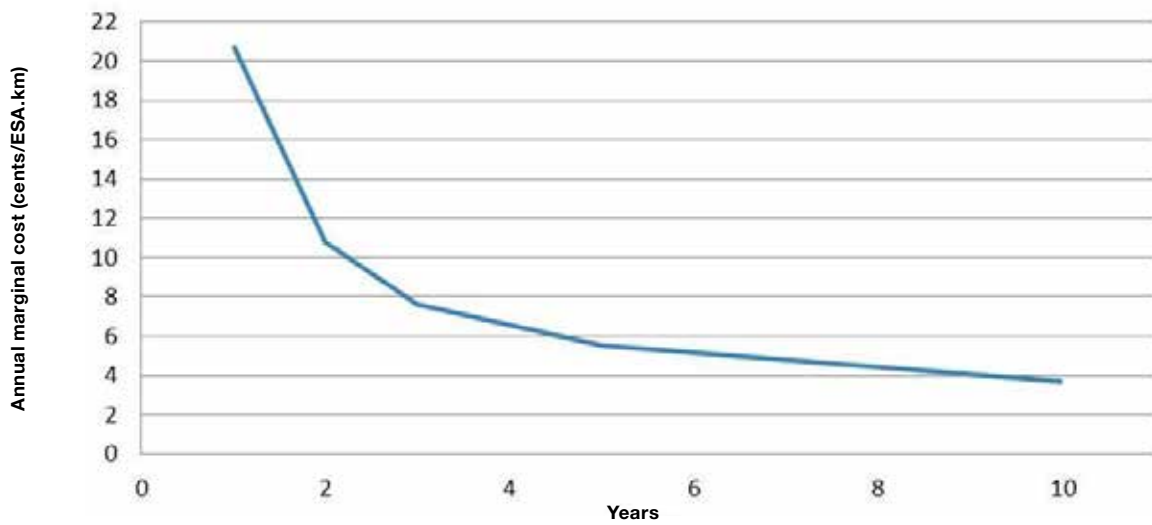


Figure B 8.3

Cost zone 2
District distributor
100,000 ESA/year

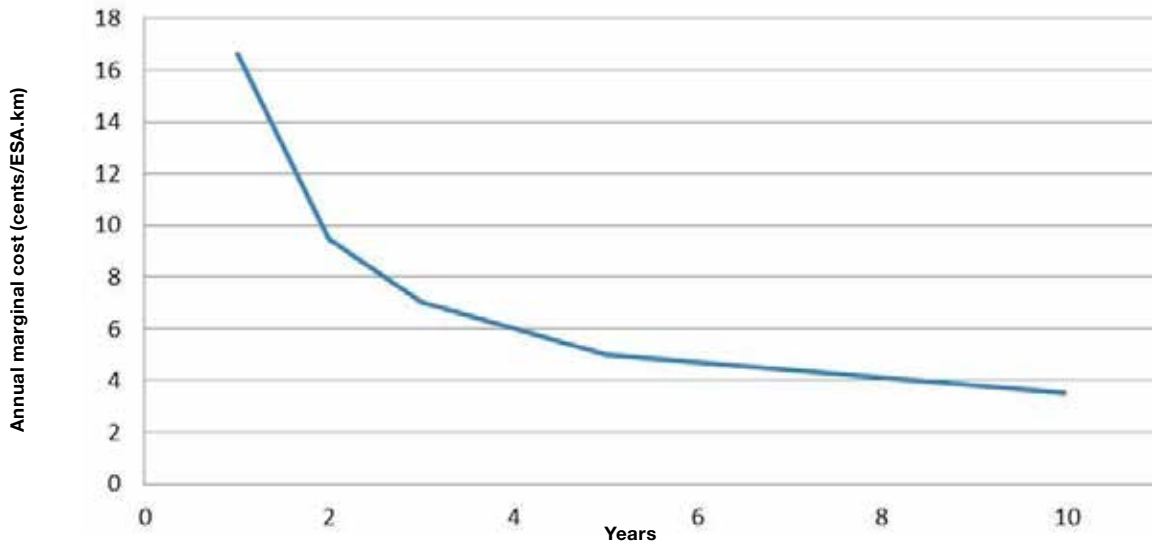
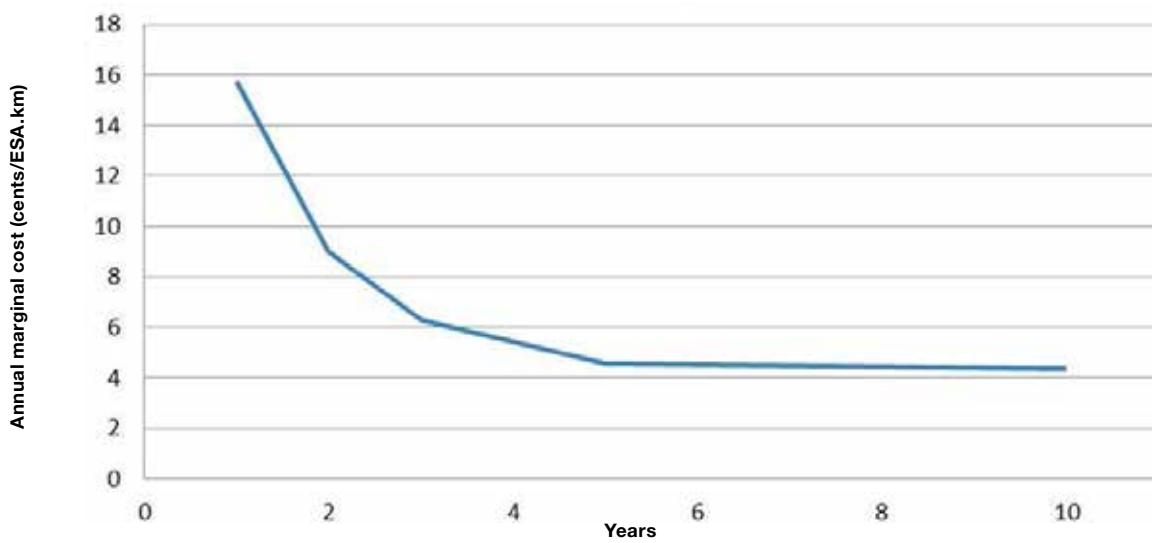


Figure B 8.4

Cost zone 2
District distributor
200,000 ESA/year



B.9 Cost zone 3 – Access roads

Figure B 9.1

Cost zone 3
Access road
20,000 ESA/year

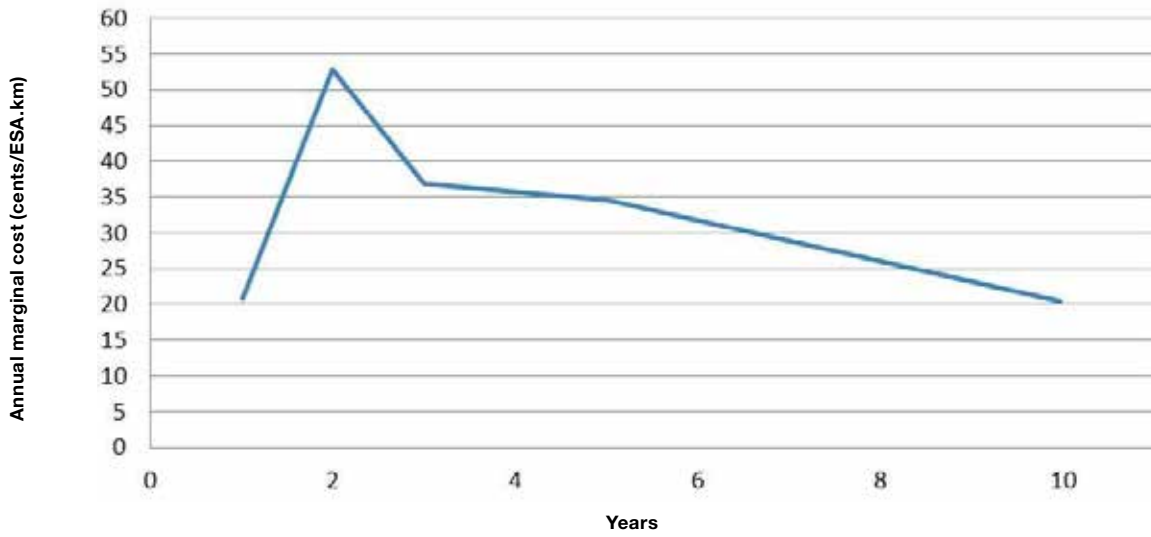


Figure B 9.2

Cost zone 3
Access road
60,000 ESA/year

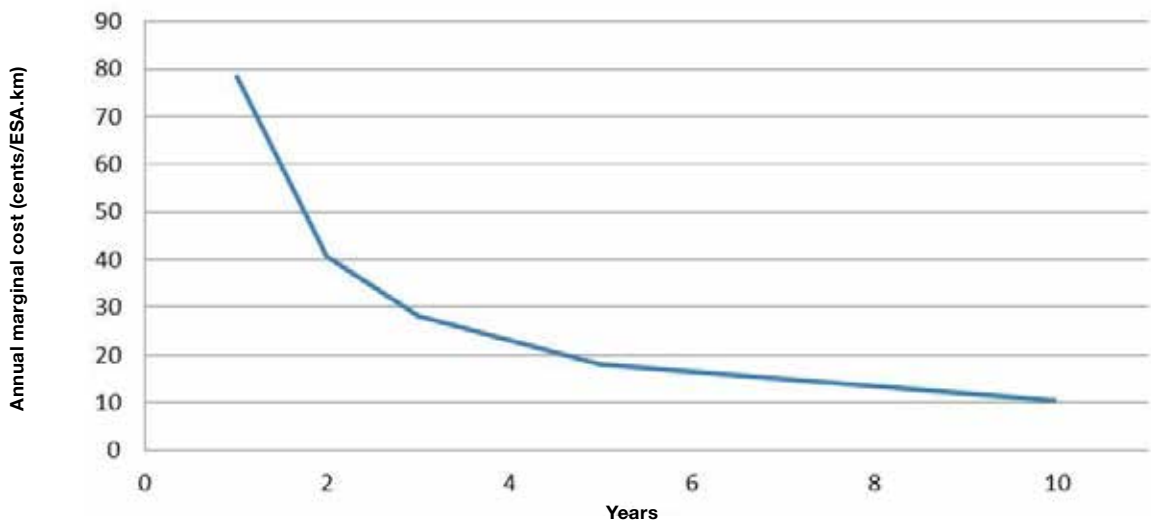


Figure B 9.3

Cost zone 3
Access road
100,000 ESA/year

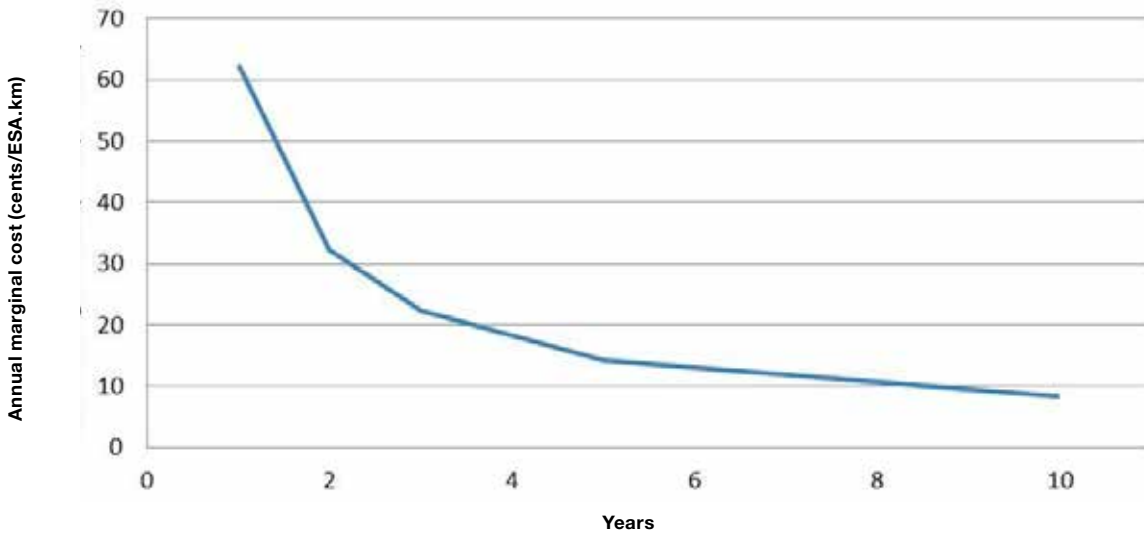
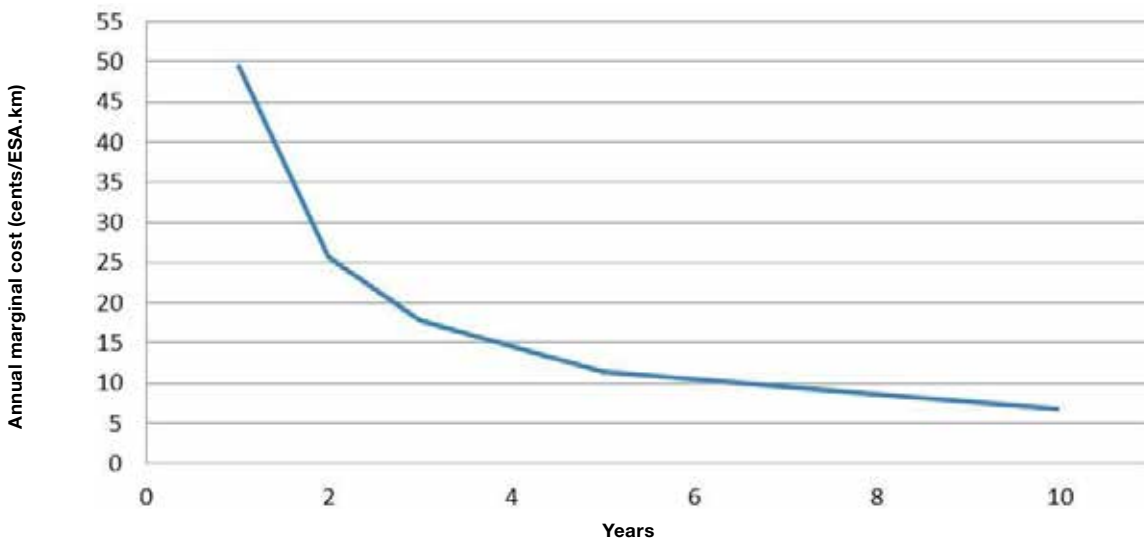


Figure B 9.4

Cost zone 3
Access road
200,000 ESA/year



B.10 Cost zone 3 – Local distributor

Figure B 10.1

Cost zone 3
Local distributor
20,000 ESA/year

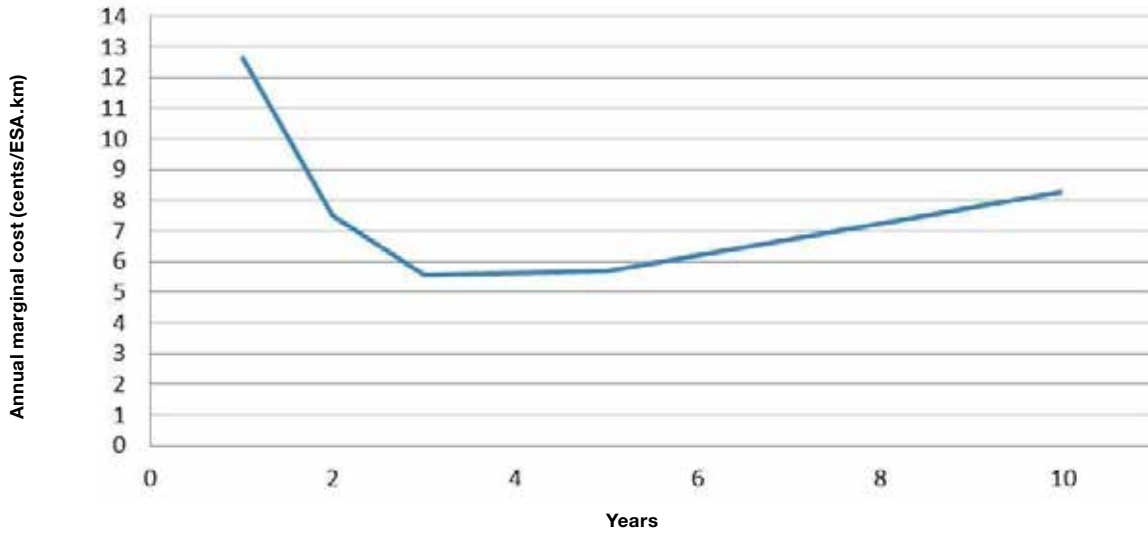


Figure B 10.2

Cost zone 3
Local distributor
60,000 ESA/year

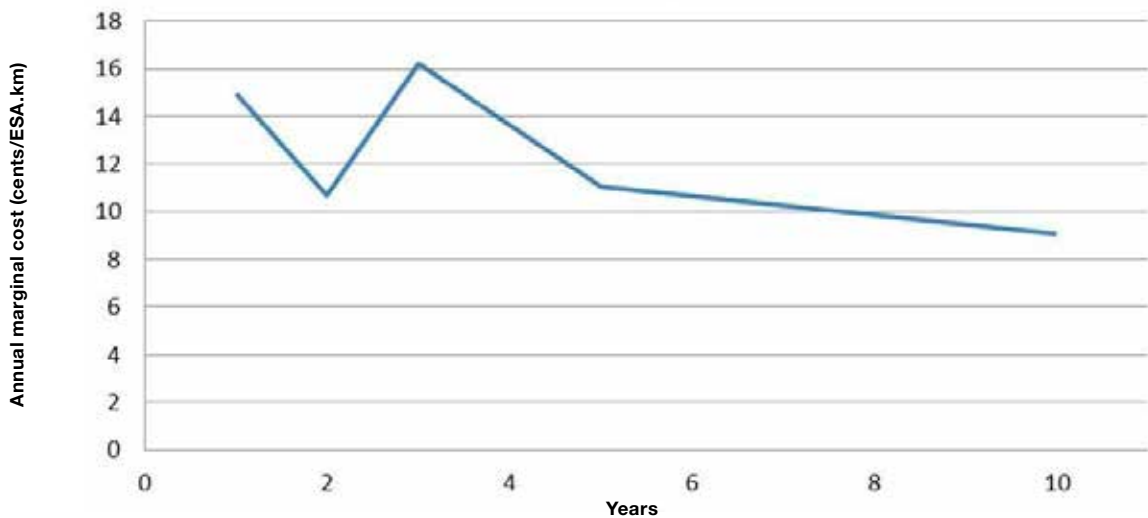


Figure B 10.3

Cost zone 3
Local distributor
100,000 ESA/year

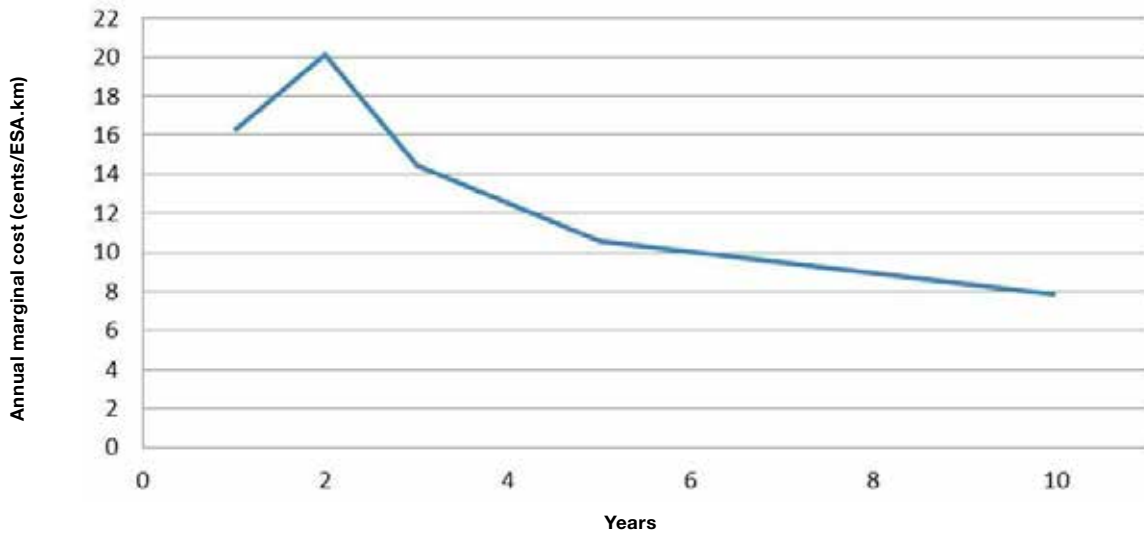
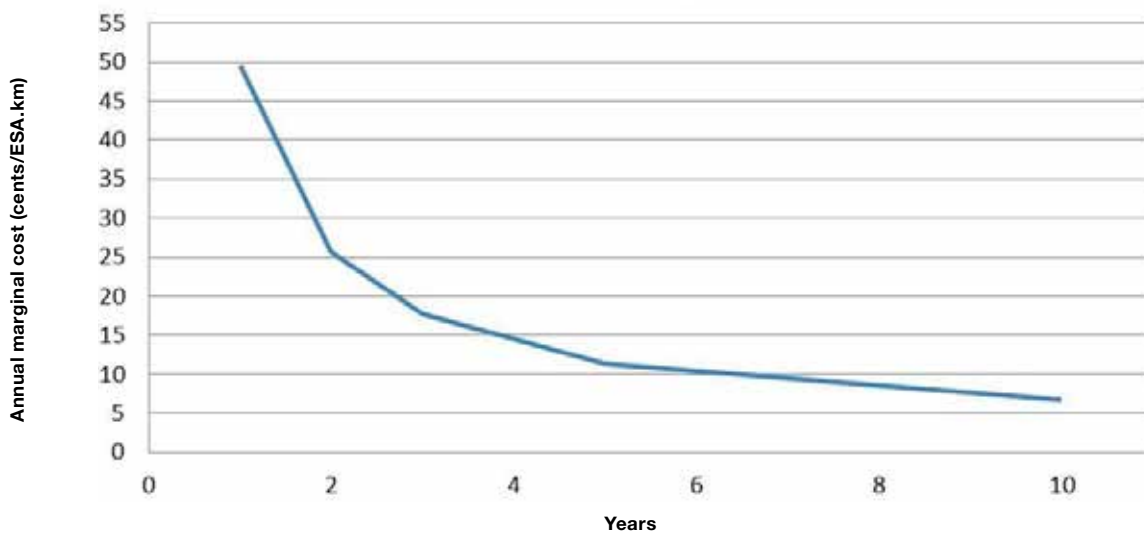


Figure B 10.4

Cost zone 3
Local distributor
200,000 ESA/year



B.11 Cost zone 3 – Regional distributor

Figure B 11.1

Cost zone 3
Regional distributor
20,000 ESA/year

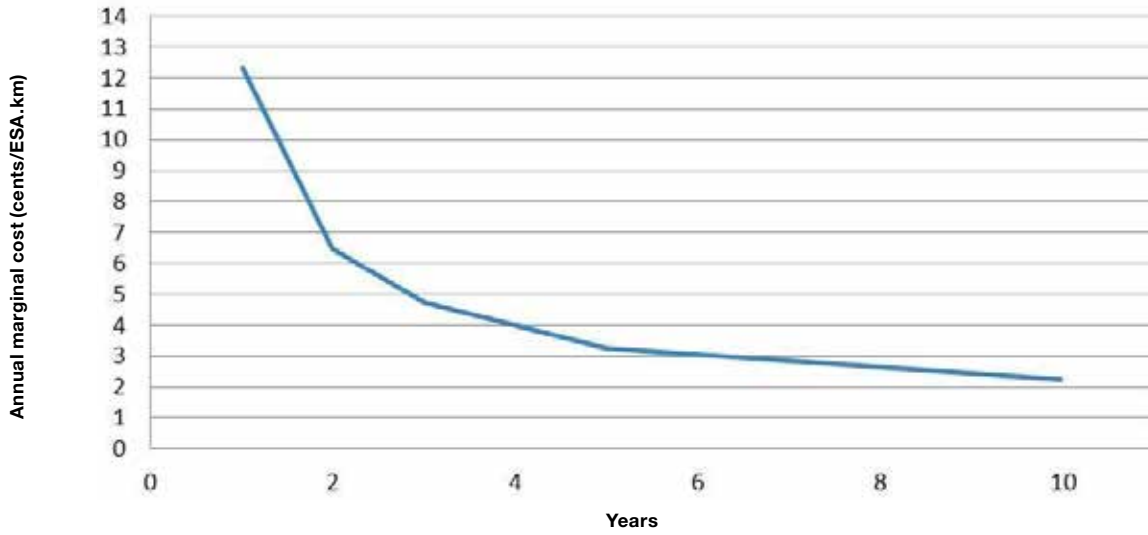


Figure B 11.2

Cost zone 3
Regional distributor
60,000 ESA/year

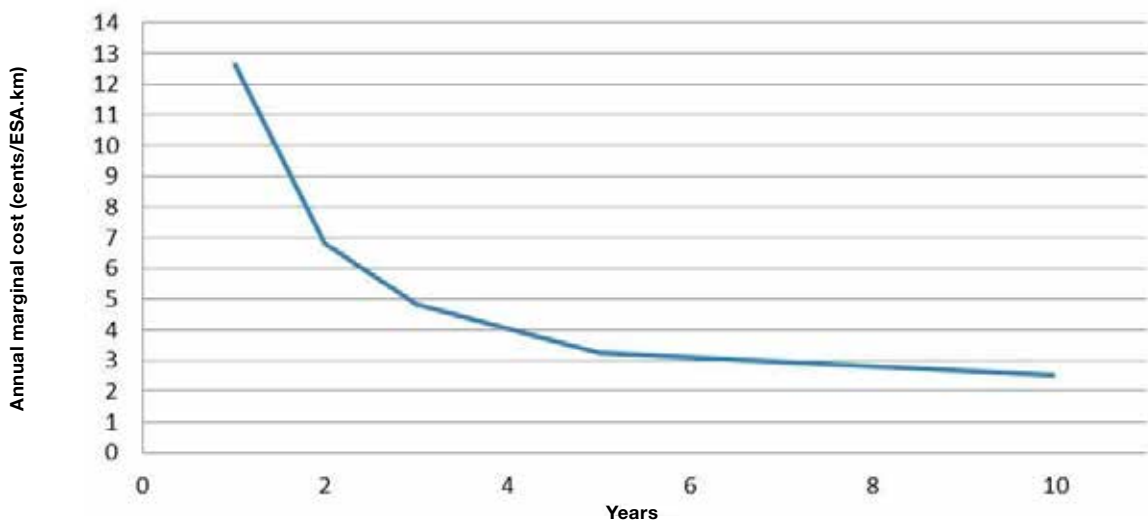


Figure B 11.3

Cost zone 3
Regional distributor
100,000 ESA/year

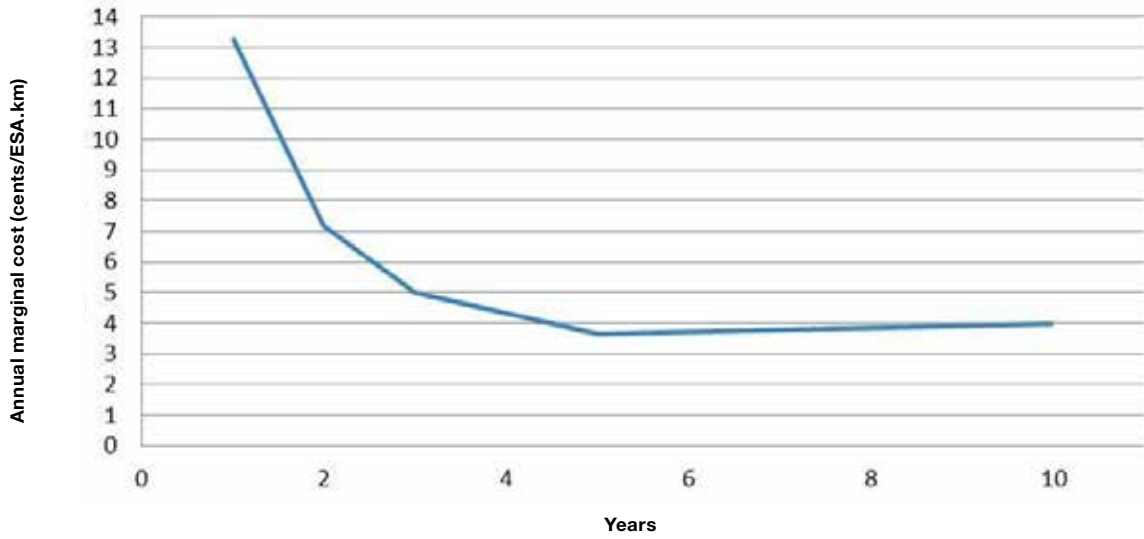
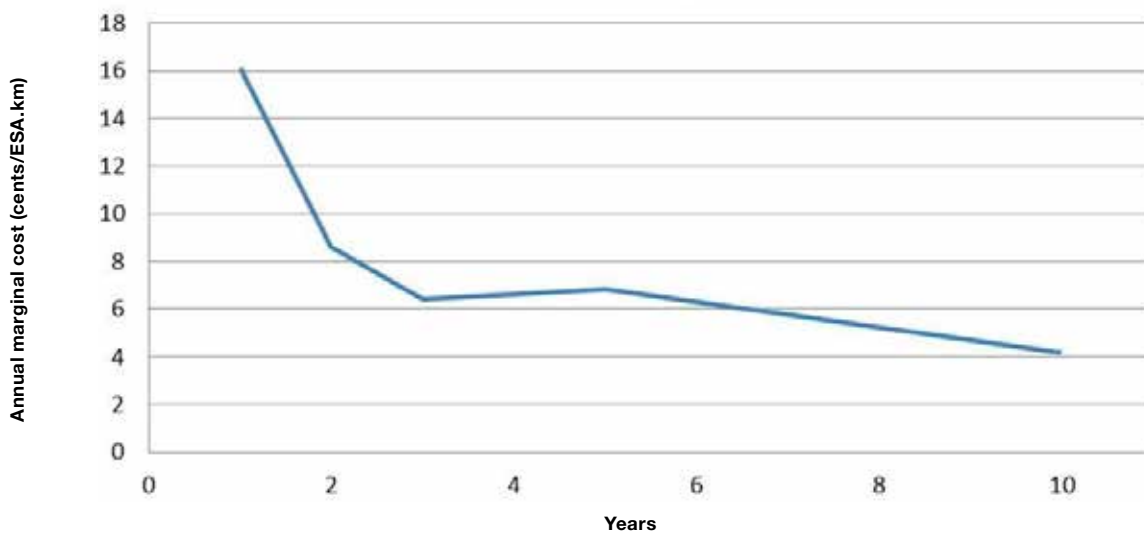


Figure B 11.4

Cost zone 3
Local distributor
200,000 ESA/year



B.12 Cost zone 3 – District distributor

Figure B 12.1

Cost zone 3
District distributor
20,000 ESA/year

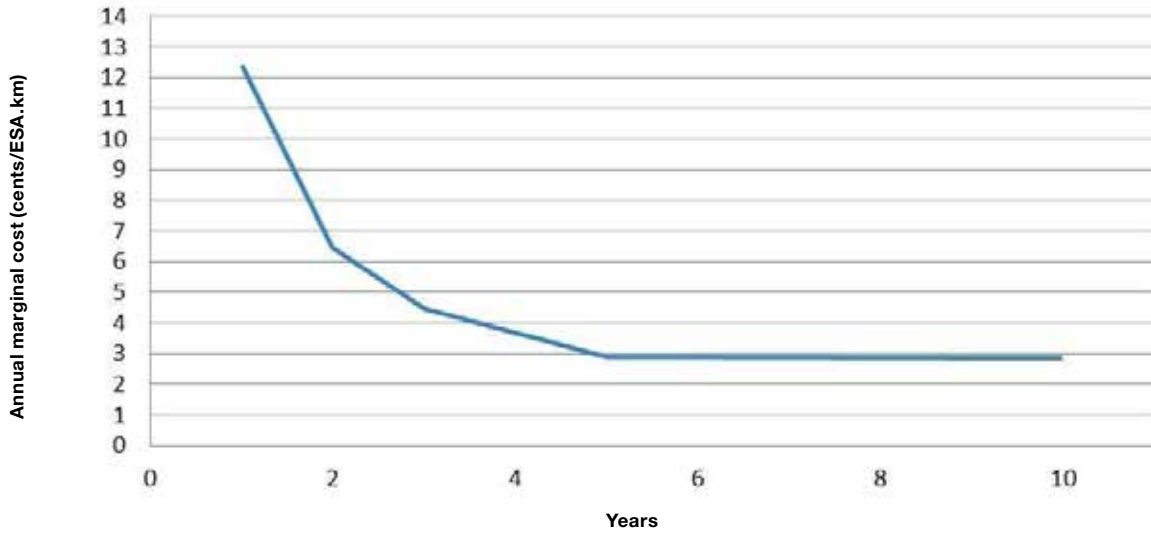


Figure B 12.2

Cost zone 3
District distributor
60,000 ESA/year

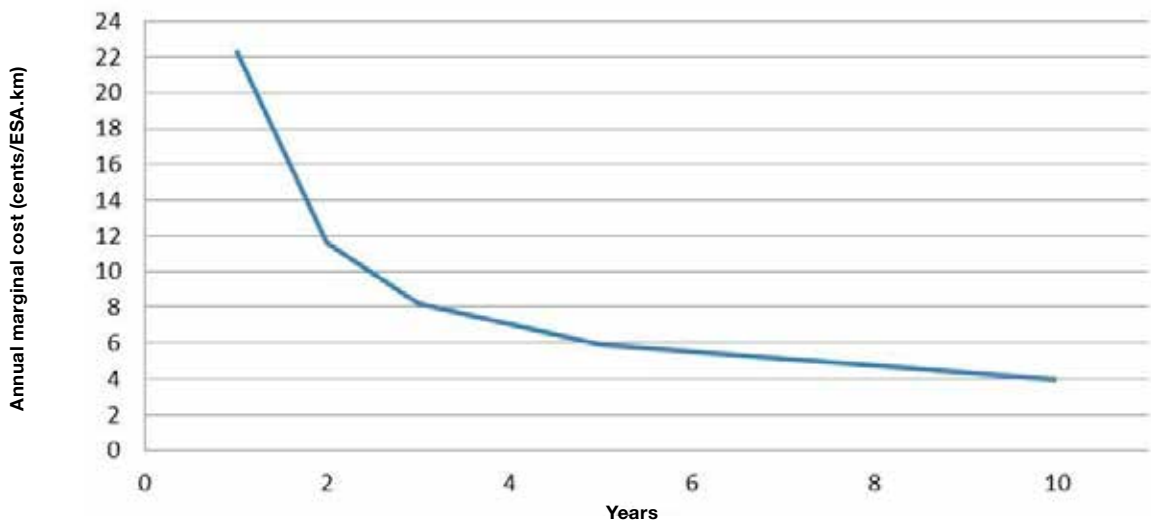


Figure B 12.3

Cost zone 3
District distributor
100,000 ESA/year

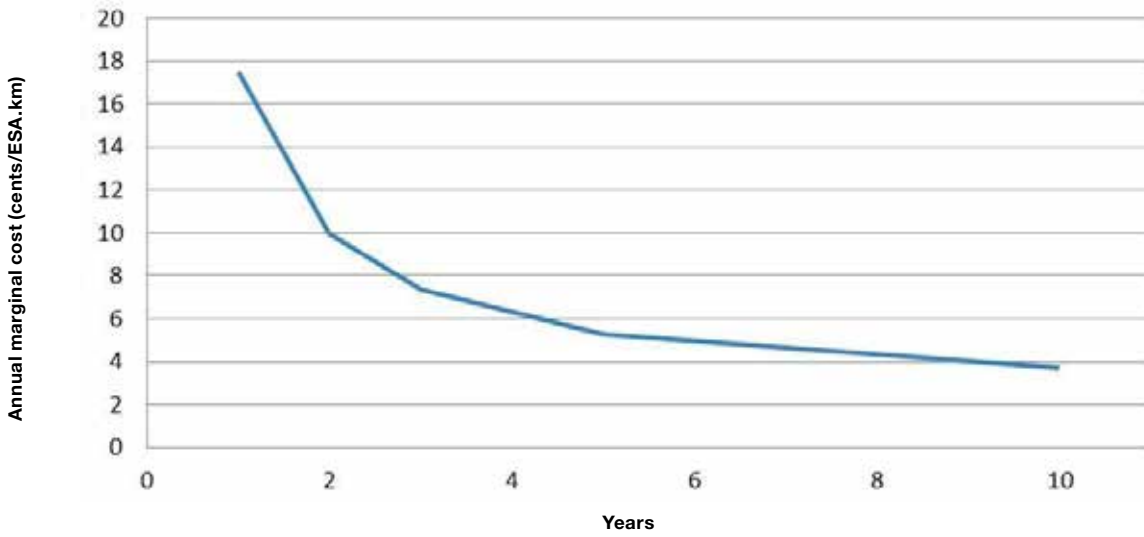
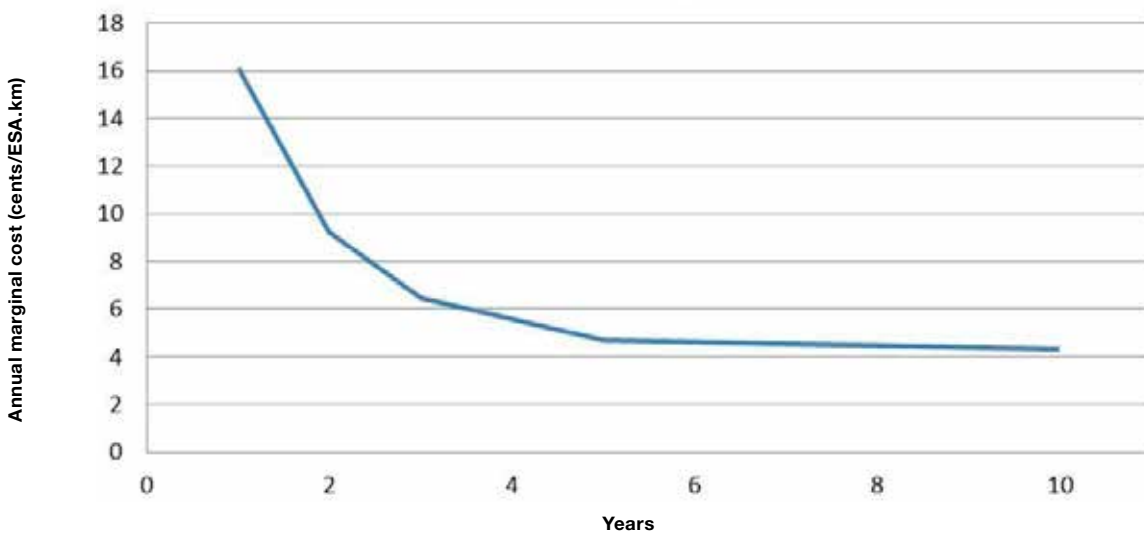


Figure B 12.4

Cost zone 3
District distributor
200,000 ESA/year



B.13 Cost zone 4 – Access roads

Figure B 13.1

Cost zone 4
Access road
20,000 ESA/year

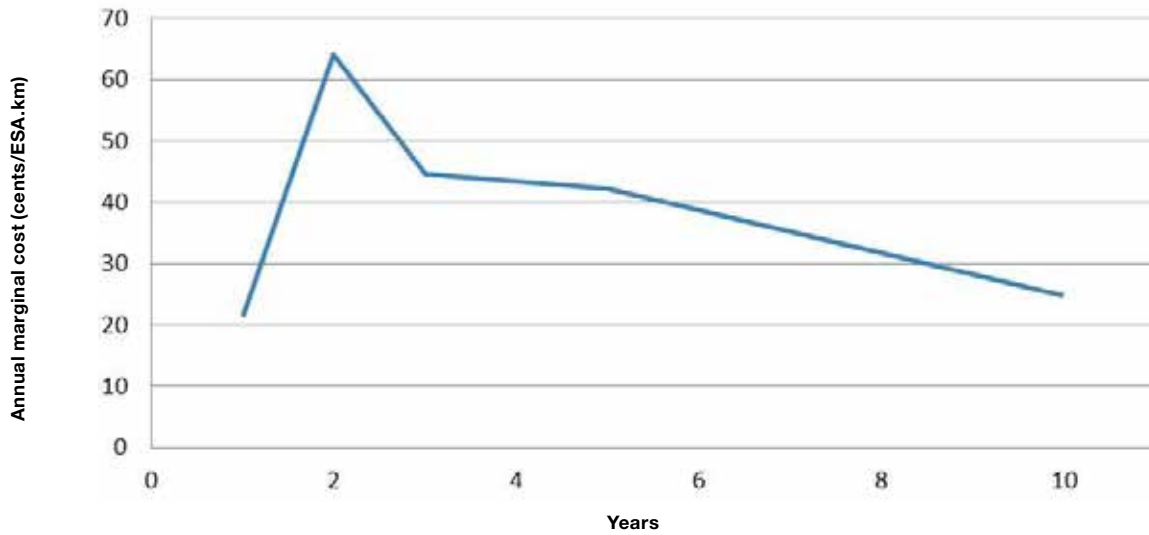


Figure B 13.2

Cost zone 4
Access road
60,000 ESA/year

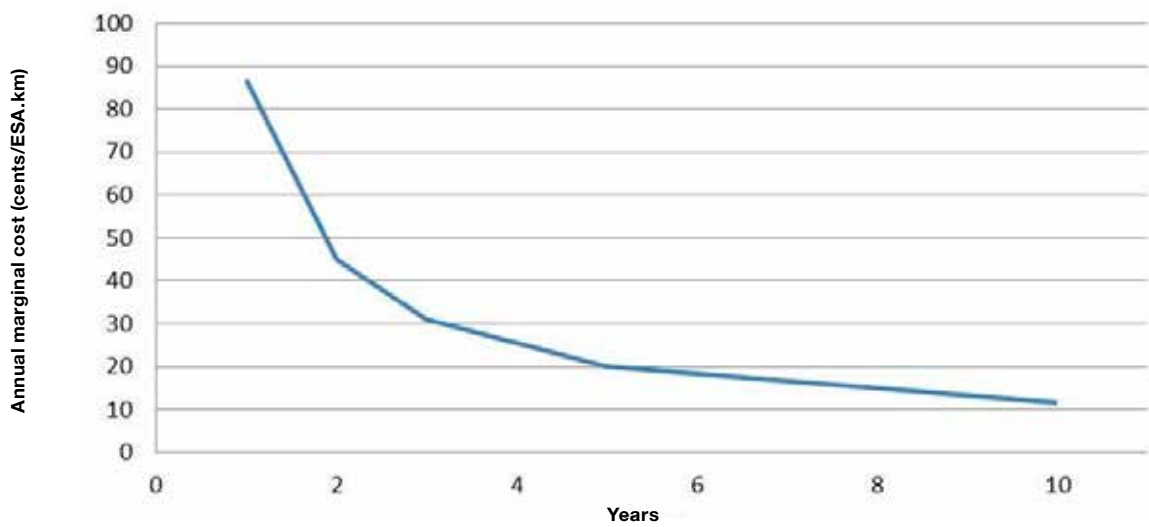


Figure B 13.3

Cost zone 4
Access road
100,000 ESA/year

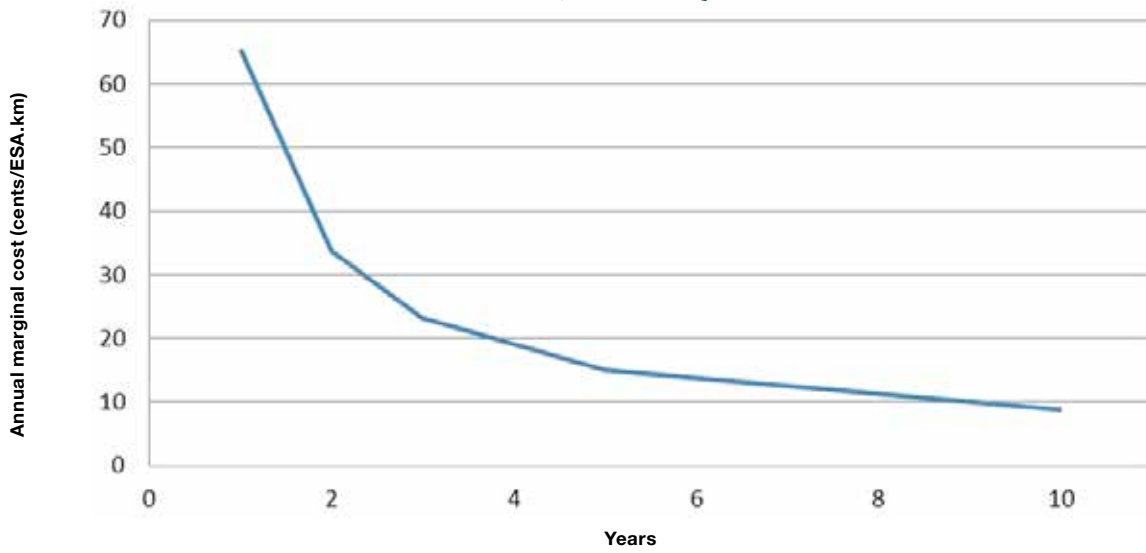
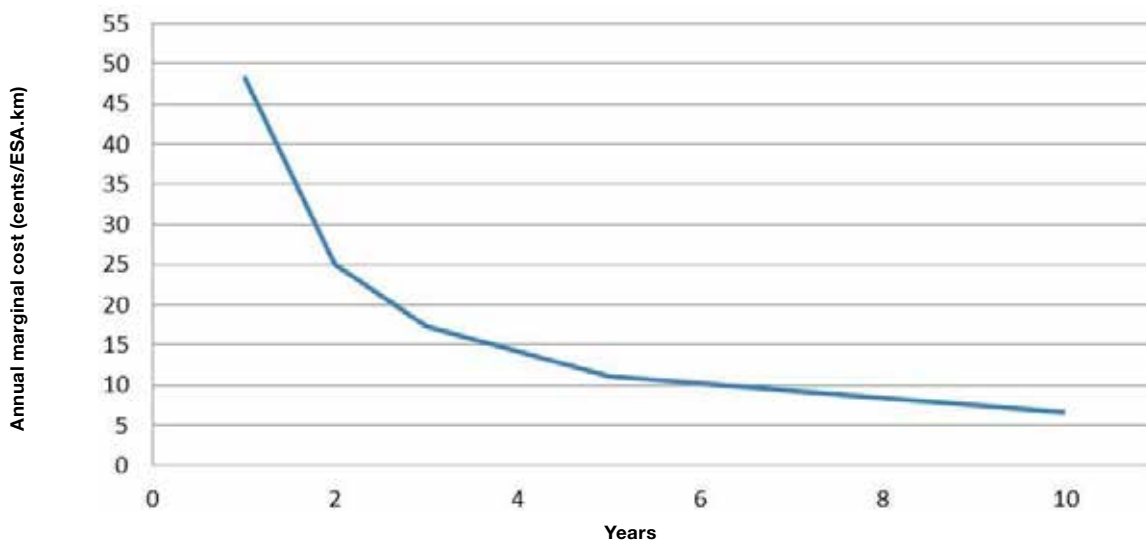


Figure B 13.4

Cost zone 4
Access road
200,000 ESA/year



B.14 Cost zone 4 – Local distributor

Figure B 14.1

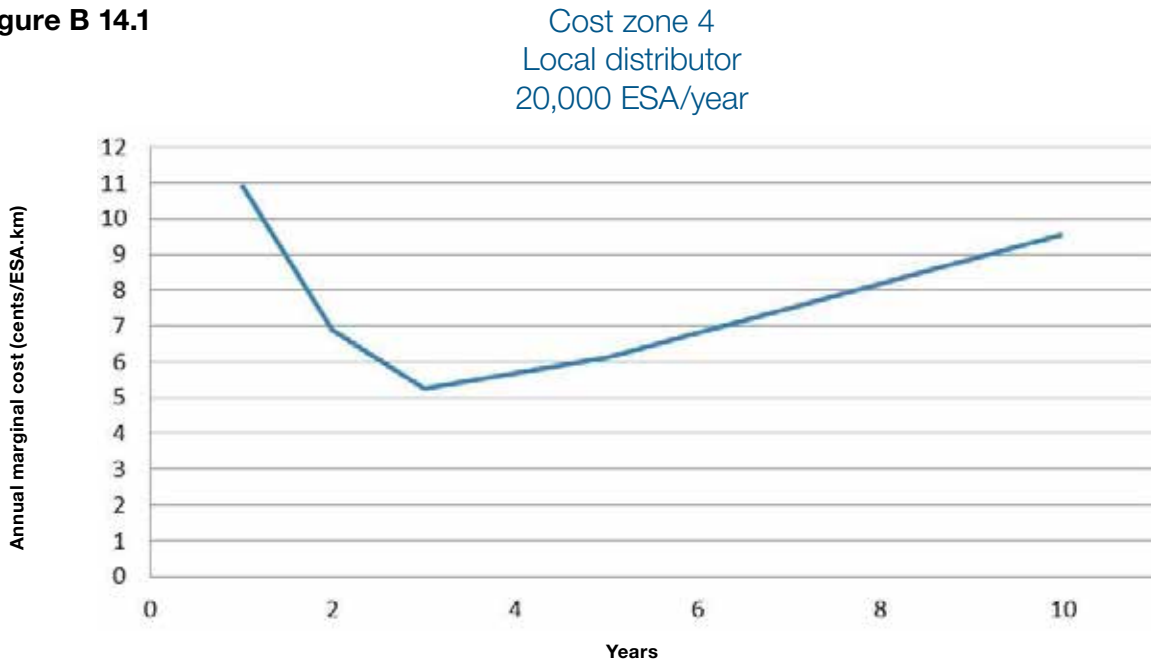


Figure B 14.2

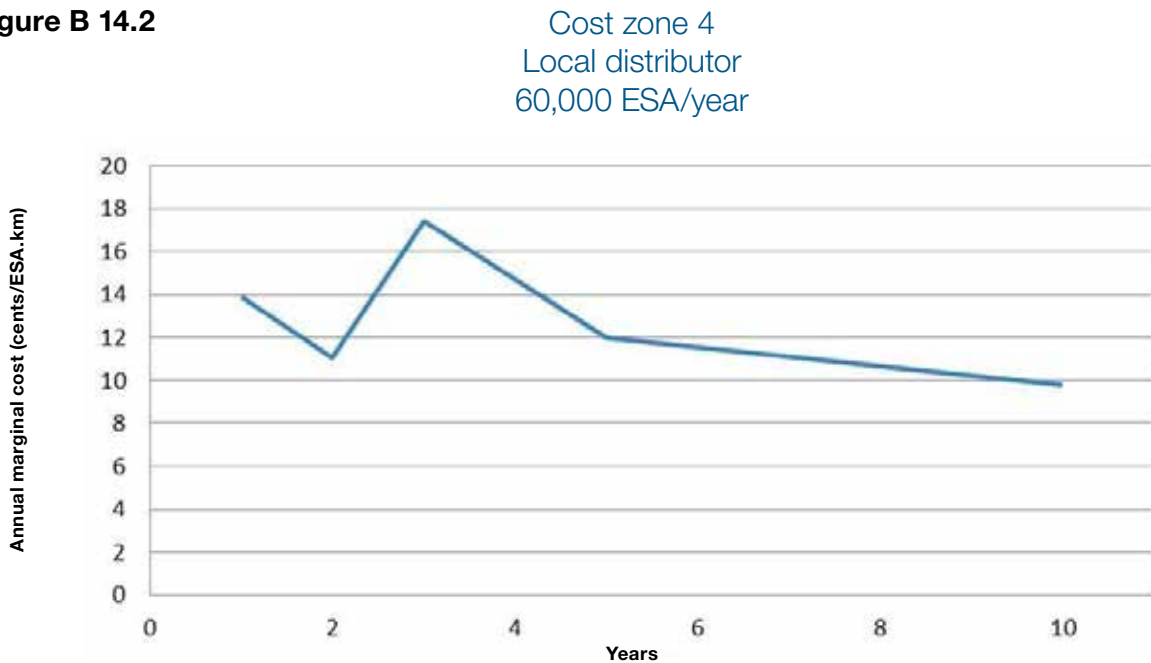


Figure B 14.3

Cost zone 4
Local distributor
100,000 ESA/year

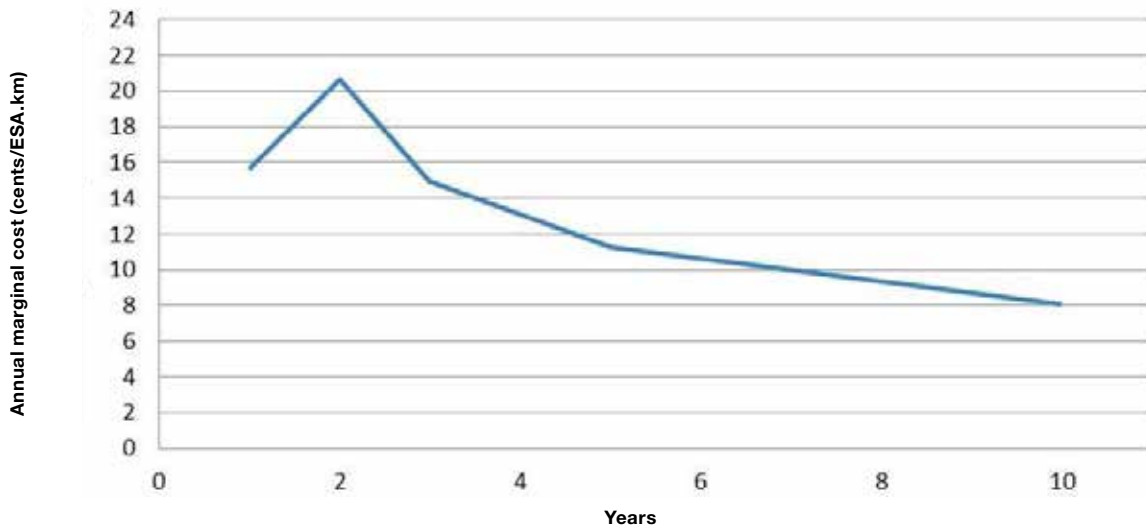
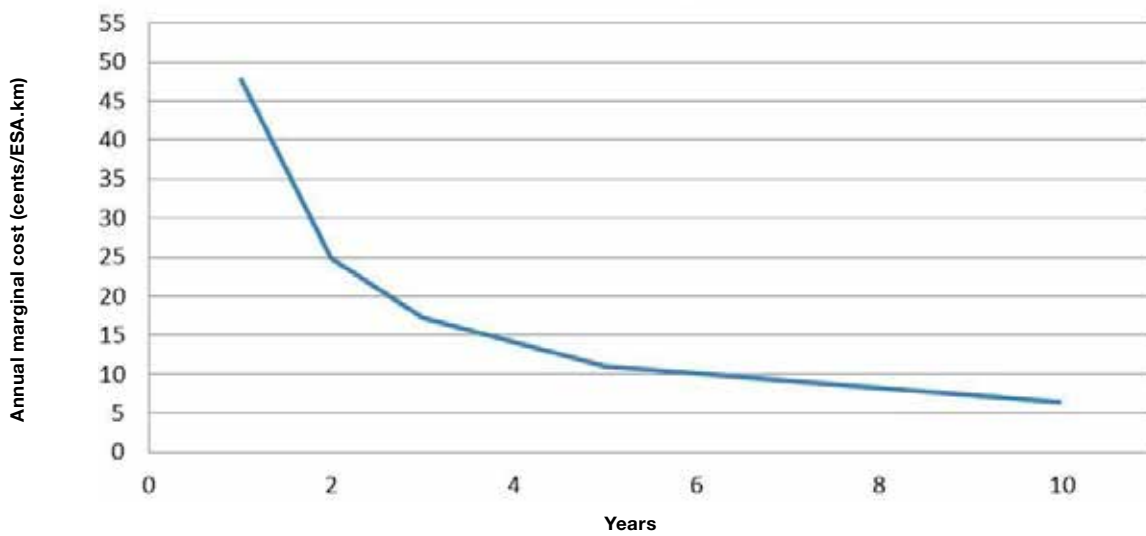


Figure B 14.4

Cost zone 4
Local distributor
200,000 ESA/year



B.15 Cost zone 4 – Regional distributor

Figure B 15.1

Cost zone 4
Regional distributor
20,000 ESA/year

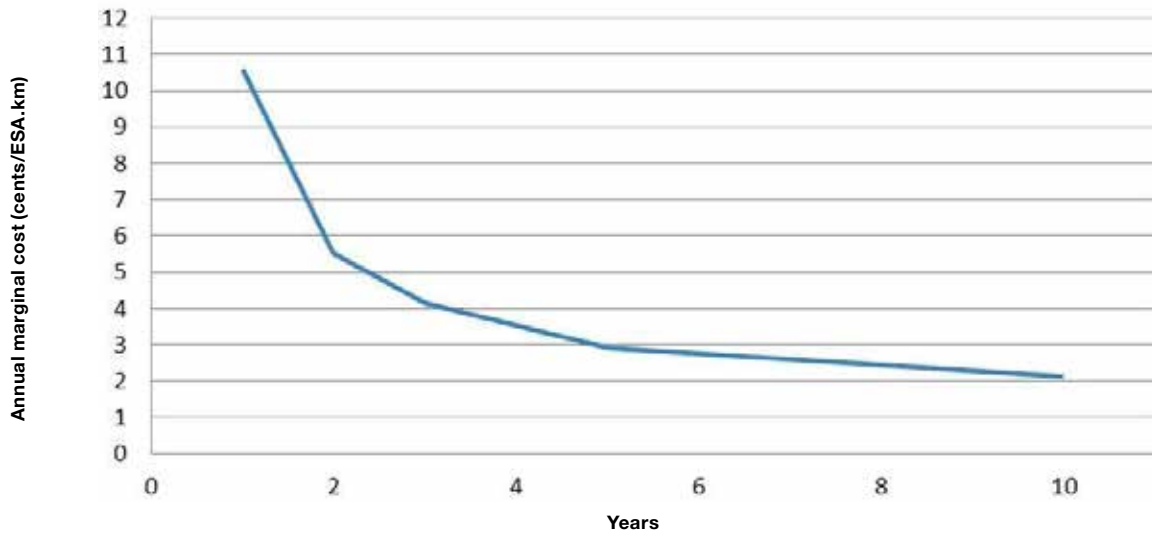


Figure B 15.2

Cost zone 4
Regional distributor
60,000 ESA/year

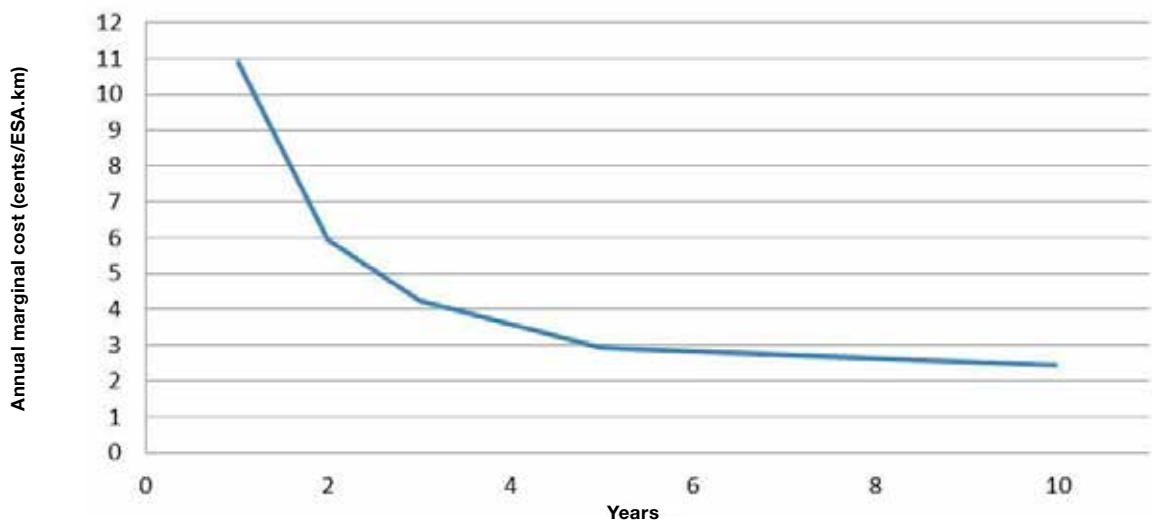


Figure B 15.3

Cost zone 4
Regional distributor
100,000 ESA/year

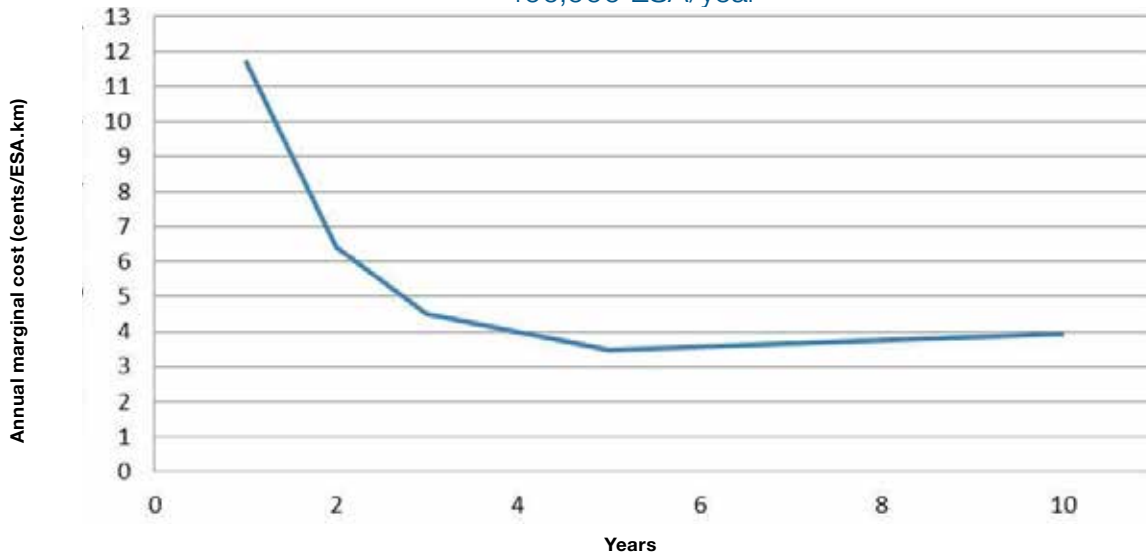
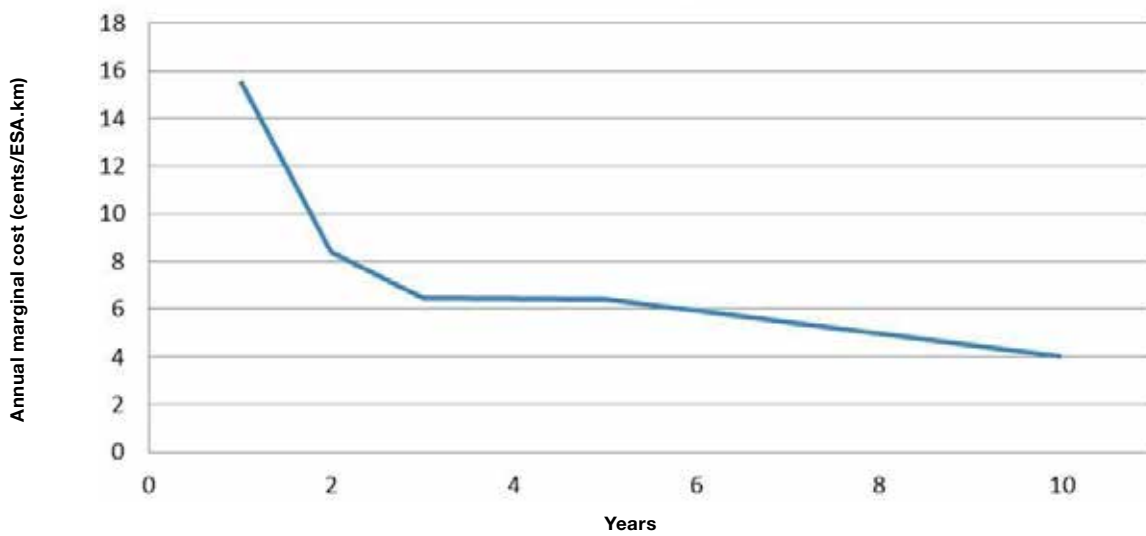


Figure B 15.4

Cost zone 4
Regional distributor
200,000 ESA/year



B.15 Cost zone 4 – District distributor

Figure B 16.1

Cost zone 4
District distributor
20,000 ESA/year

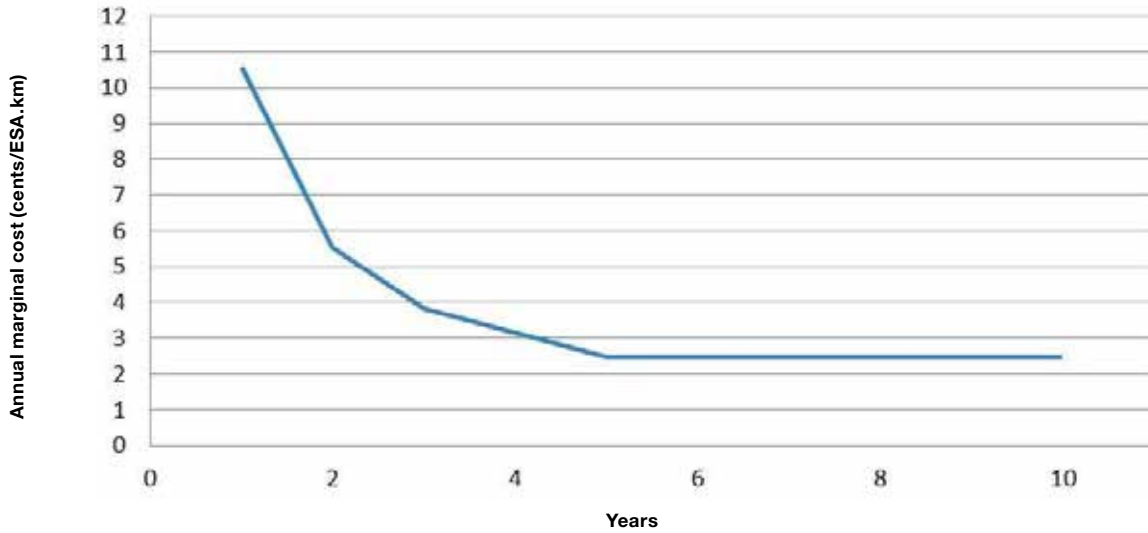


Figure B 16.2

Cost zone 4
Local distributor
60,000 ESA/year

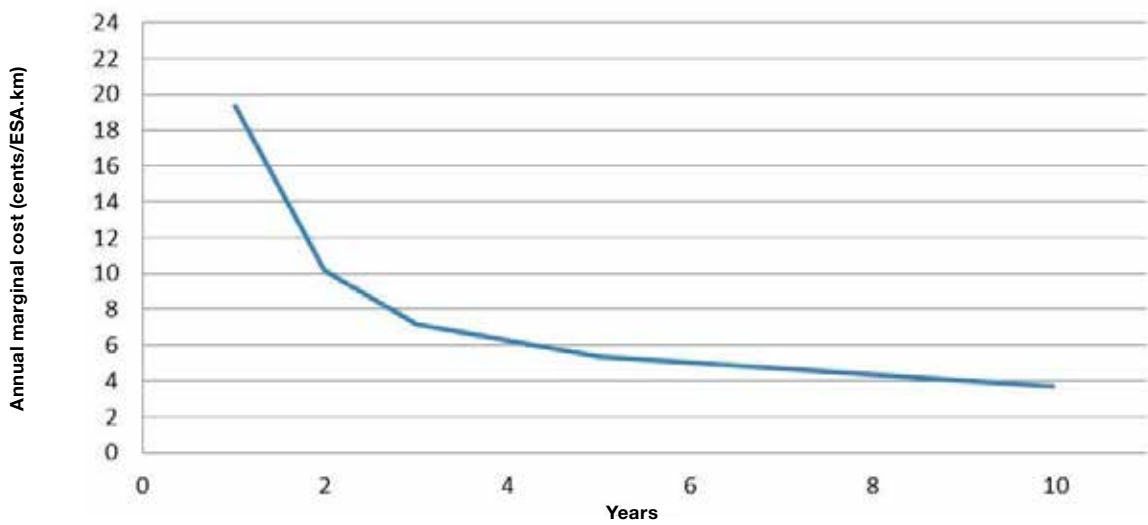


Figure B 16.3

Cost zone 4
district distributor
100,000 ESA/year

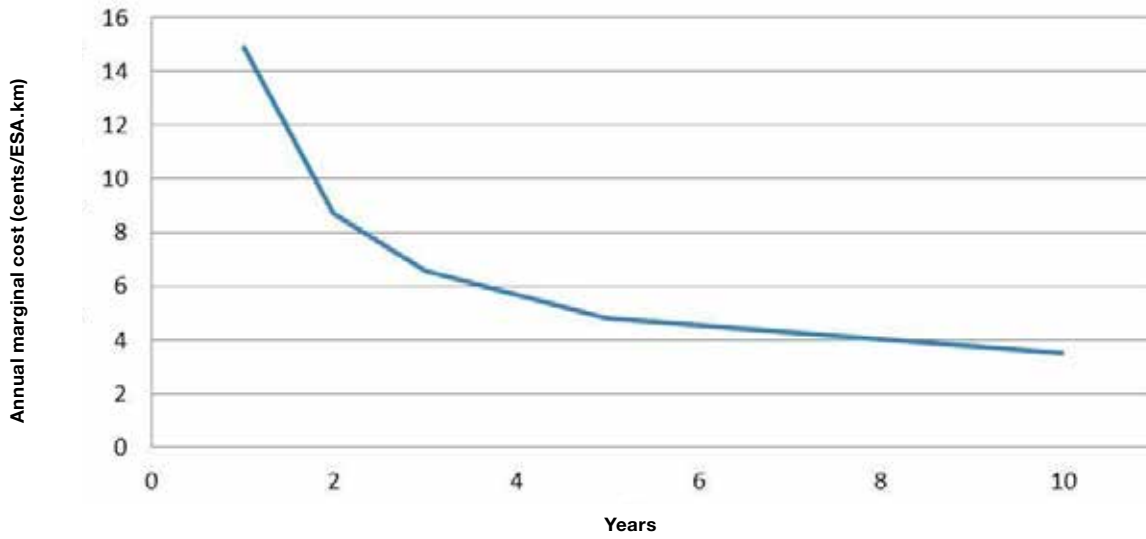
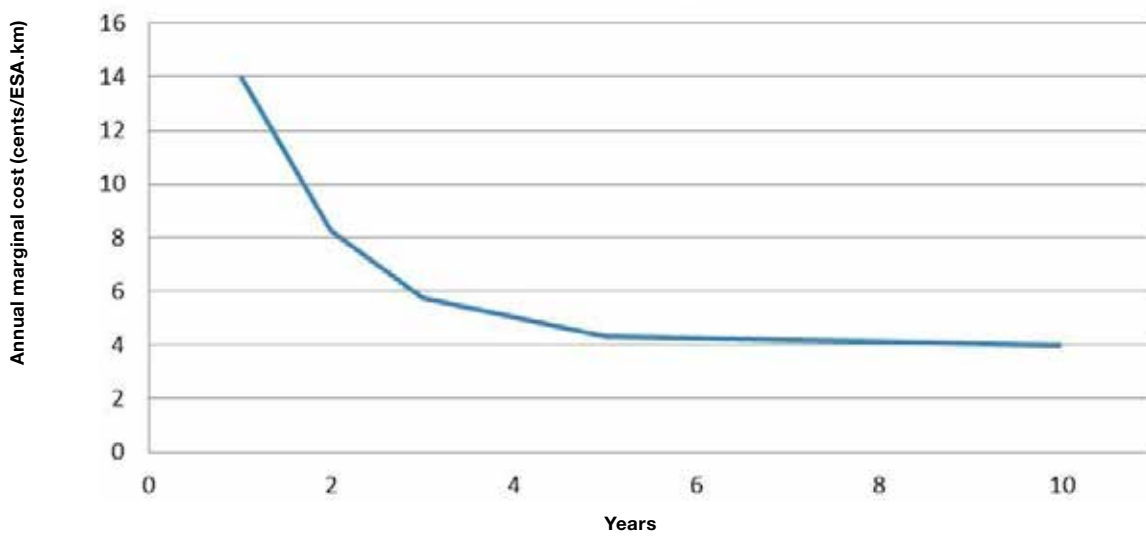


Figure B 16.4

Cost zone 4
district distributor
200,000 ESA/year



APPENDIX C - RELEVANT TECHNICAL BACKGROUND AND EXPLANATIONS

This appendix outlines some of the more relevant technical background that is associated with the development of the content presented in this user guide.

C.1 What is an ESA?

An Equivalent Standard Axle (ESA) is a measure which standardises the damage done to a road pavement by an axle group of a heavy vehicle.

For simplicity, design traffic loading is often described as the number of Standard Axle Repetitions (SAR) that a pavement structure will carry. To calculate the design SAR for a pavement, the damage associated with each axle group of each vehicle configuration is estimated in terms of Standard Axle Repetitions.

A standard axle is a single axle with dual tyres (referred to as SADT) applying an axle load of 80 kN (approximately 8.16 tonne) to the pavement. The number of SARs that an axle group with a certain load applies to a pavement can be determined using Equation 1:

$$SARm_{ij} = \left[\frac{L_{ij}}{SL_i} \right]^m \quad (1)$$

where

- $SARm_{ij}$ = number of Standard Axle Repetitions (or passages of the Standard Axle) which causes the same amount of damage as a single passage of axle group type i with load L_{ij} , where the load damage exponent is m
- SL_i = Standard Load for axle group type i
- L_{ij} = j th load magnitude on the axle group type i
- m = load damage exponent for the damage type.

The SAR calculated with a load damage exponent of 4 is commonly referred to as an Equivalent Standard Axles (ESA) and is applied to granular pavements with a thin bituminous surfacing designed using an empirical methodology, which forms the basis for the examples in this guide. Throughout this guide ESA are used, but if the type of pavements differs from that used in this guide the SAR should be determined using an alternative load exponent of 5 for asphalt surfaced pavements and 12 for cement stabilised pavements. It is evident therefore that, axle mass applications in excess of standard axle masses have an exponentially increasing effect on pavement wear.

For different axle configurations, the Austroads *Guide to Pavement Technology Part 2: Pavement Structural Design* shows how to convert the different loadings into a unit that is equivalent across all axle groups.

C.2 What is a marginal cost?

Marginal costs are associated with the difference in expenditure required to maintain a pavement under different loading. The base traffic represents a traffic volume that would consume the structural capacity of the selected pavement structures over a 50 year period, i.e. the pavement’s service life. A road may be subjected to a defined period of additional loading (see Figure C.1.). This user guide has been developed by modelling the effect of four typical additional loading scenarios.

The effects of this additional loading on costs to the agency to meet and deliver the same levels of services as determined for the base traffic are estimated by modelling the structural performance of the road over time. The costs included provision for routine maintenance, resurfacing, and pavement rehabilitation and reconstruction activities to be undertaken by the road agency to deliver these levels of service.

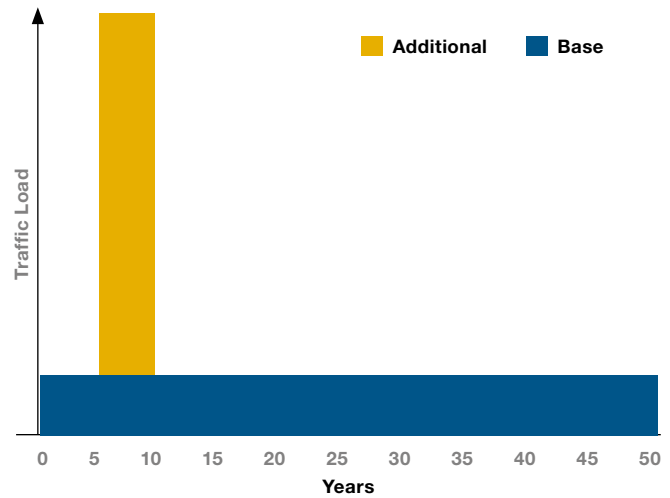


Figure C. 1: Traffic load versus time showing a typical additional load for a set duration

The marginal cost of road wear in this context, is defined as the difference in cost of maintaining a road in a serviceable condition, between an increased load of traffic and a base traffic load.

C.3 Road category definitions

The road categories applied in this analysis have been nominally designed to accommodate a range of traffic loadings relative to their different service levels. Therefore, the higher order roads should be capable of accommodating larger cumulative loading than the lower order road types. Figure C. 1 Table C.1 shows the different design traffic ranges anticipated on these road categories and the midpoint cumulative design ESA for each of the road types that were selected for inclusion in the analyses.

Table C. 1: Design ESA and adopted mid-point ESA

Road category	Design traffic (ESA x 10 ⁶)	Adopted design traffic (ESA x 10 ⁶)
Access road	< 0.08	0.04
Local distributor	0.08 – 0.4	0.2
Regional distributor	0.4 – 2.0	1.2
District distributor	2.0 – 6.0	4.0

In some cases, a road may have been designed and constructed to a level that is different to the adopted design traffic and the user should then adjust the selected category accordingly.



WALGA

WORKING FOR LOCAL GOVERNMENT

WALGA

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Zephyr Pty Ltd
PO Box 106
Cunderdin 6407
8th May 2023

Rory Mackay
Principle Planning and Building Officer
Shire of Dandaragan
PO Box 676 Jurien Bay WA 6516

Dear Rory

The Parron Wind Farm is planned to be developed on lots 3738, 3739, 3742, 3743, 3744, named Parron Farm.

At present Zephyr Pty Ltd have a planning approval for the Parron Wind farm until 12/12/2024. To date we have not been able to proceed to final build as there is no capacity on the transmission lines at their current configuration. Just recently there has been an announcement for upgrades to the transmission lines to occur in 2026. As we are one of the next developments ready to go, we will be able to finalise development within the time frame of the requested extension for our development approval in this letter.

To assist in the future development of Parron Wind Farm, Zephyr requests the approval from the Shire of Dandaragan to extend the planning approval for Parron Wind Farm to 12/12/2029

Regards
Tim Stevenson 0427008096

Chairman Zephyr Pty Ltd

9.3.1 BROGATE PTY LTD – PERRON WIND FARM REQUEST

Location:	Perron Farm comprising of Lots 3788, 3739, 3742, 3743, 3744 in the Badgingarra & Hill River localities
Applicant:	Brogate Pty Ltd
Folder Path:	Development Services Apps / Development Applications / 2018 / 15 / 2018
Disclosure of Interest:	Nil
Date:	10 June 2019
Author:	Rory Mackay, Planning Officer
Senior Officer:	David Chidlow, Executive Manager Development Services

PROPOSAL

Brogate has requested the planning approval for the Badgingarra Wind Farm which is currently valid over Perron Farm be renamed to the Perron Wind Farm with Zephyr Energy Pty Ltd to be listed as the new proponent for the approval. The approval period is also requested to be extended a further 5 years from the 12 December 2019 substantial commencement expiry date.

BACKGROUND

The recently completed Badgingarra Wind Farm was initially approved by Council in December 2008 and amended in April 2013. A number of extensions of planning approval were passed by Council over this time period with the last being in November 2016, with the expiry being 12 December 2019.

This development approval was granted over the following 17 titles of land:

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TABLE 1: BADGINGARRA WIND FARM LANDHOLDINGS						
No.	House No.	Lot No.	Road	Plan No.	Certificate of Title	Area (ha)
1	1192	3850	Bibby Road / Yerramullah Road	P209077	387 - 27A	1,597
2	1359	3755	Yerramullah Road / Bibby Road	P207065	1949 - 781	1,594
3	N/A	51	Yerramullah Road / Cadda Road	P20080	2034 - 798	807
4	2481	3745	Yerramullah Road / Cowalla Peak Road	P207067	1383 - 850	1,391
5	218	3704	Cowalla Peak Road / Yerramullah Road	P206786	2153 - 111	1,376
6	2007	50	Cadda Road	P20080	2034 - 797	807
7	2030	3747	Cadda Road	P207067	1754 - 557	1,546
8	1750	3754	Bibby Road / Cadda Road	P207065	1581 - 112	1,475
9	2349	3753	Cadda Road / Munbinea Road	P207071	1680 - 747	1,401
10	1581	3748	Munbinea Road / Cadda Road	P207071	2060 - 600	1,123
11	N/A	1651	Cowalla Peak Road	P133599	1629 - 941	41
12	N/A	3774	Cadda Road	P207065	1786 - 255	92
13	2446	3742	Yerramullah Road / Cowalla Road	P207066	508-160A	1,710
14	N/A	3743	Yerramullah Road / Cowalla Road	P207069	69-37A	1,823
15	N/A	3744	Yerramullah Road	P207069	2125-563	1,660
16	N/A	3738	Cowalla Road	P207066	1687-897	1,736
17	N/A	3739	Cowalla Road	P207069	2125-562	1,483
					Total Area	21,661

As the turbine design and layout was finalised, some of the initial landholdings were not leased for the installation of the required infrastructure. However, approval over the 17 titles remained valid with the modifications sought over the project's timeline.

The proponent fully aware of this, wishes to utilise the subject development approval for the Perron Wind Farm as a renewable energy project separate to the recently completed Badgingarra Wind Farm.

COMMENT

The following questions need to be asked for this request:

1. is it within the scope of the existing approval;
2. is minor in nature; or
3. does it substantially alter the original development approval?

It is found the request is permissible within the terms of the existing planning consent as it is materially the same as the December 2008 approval granted. The scope of the development remains to contain the

- Construction of a number of wind turbines on the site;
- Installation of internal access roads and underground cables between each turbine;
- Construction of a substation;
- Connection of power lines from the new substation across to the existing Western Power electricity grid;

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- Site compound comprising various support buildings; and
- Meteorological mast installation (approved under delegation March 2018).

The turbines are proposed to be situated on previously cleared farmland, causing minimal environmental impact during and after the construction phase. The supporting independent assessments of the 2008 approval remain valid for Perron Farm. However, as the Perron Wind Farm progresses a fresh noise impact assessment and visual impact assessment will be required to be undertaken once the turbine type, number and layout is known to Zephyr Energy Pty Ltd.

As there is still a large amount of work to do on the logistics side of the Perron Wind Farm, the applicant has requested a five-year extension to the current approval to facilitate such. This request is not seen as unreasonable given the Badgingarra Wind Farm had approval extended nine years collectively.

Town planning staff have identified several of the conditions of the development approval are either invalid or require updating in the current legislative climate. This has been flagged with the proponent who has consented to changes where deemed necessary. The conditions and recommend changes are outlined in the table below.

Condition	Recommendation
Noise from the operational Wind Farm shall not exceed 45dB(A) or background +5dB whichever is the higher (using LA90), at surrounding noise sensitive premises within the wind farm boundary, unless otherwise agreed with the respective landowner.	Remove this condition. The proponent is the sole owner of the subject lots.
Noise from the operational Wind Farm shall not exceed 5dB(A) above the background noise level or 35dB(A) (using LA90), whichever is the greater, at surrounding noise sensitive premises outside the wind farm boundary.	This condition is amended to match the conditions placed on the Yandin Wind farm after a review of the noise level conditions.
A display panel designated to the Badgingarra Wind Farm shall be included in the existing Viewing Area Information Stand at the Emu Downs Wind Farm.	Remove this condition. Completed as part of the Badgingarra Wind Farm.
Any leasehold arrangements exceeding 20 years for part lots are to be referred to the Western Australian Planning Commission for approval;	Remove this condition. The proponent is the sole owner of the subject lots.
The submissions / objections lodged by the Department of Industry and Resources, Image Resources NL and Jurien Industrial Minerals Ltd being withdrawn and that Council be indemnified against any possible action from these organisations with regard to granting of planning approval, prior to the commencement of any on site works	Remove this condition. Completed as part of the Badgingarra Wind Farm.
Planning consent is granted for a maximum period of two years from the date of this approval during which time the development must be substantially	*maximum period of five years

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Condition	Recommendation
commenced.	
The proponent is advised that planning approval is not a building licence. A building licence must be formally applied for and obtained from Building Services before commencement of any site and / or development works.	Remove this condition. Such infrastructure is now exempt from requiring building approval under current legislation.
Prior to the commencement of construction, the proponent shall commission detailed archaeological and ethnographic surveys, compliant with Aboriginal Heritage Act (1972) dated September 2011, over areas of proposed infrastructure.	Remove this condition. Completed as part of the Badgingarra Wind Farm.

In granting the modifications and extension it should be made clear to the proponent that the Council's decision does not afford a right of appeal to the State Administrative Tribunal. The decision merely relates to the period of time upon which construction work must have substantially commenced, generally interpreted as 'slab on the ground', or in this instance could mean footings completed for the wind turbines.

CONSULTATION

The applicant is also the landowner unlike past wind farm dealings.

As there are no physical changes proposed to the approval, no community consultation was undertaken.

STATUTORY ENVIRONMENT

Clause 77 of the Deemed Provisions of Local Planning Scheme No.7:

- (1) *An owner of land in respect of which development approval has been granted by the local government may make an application to the local government requesting the local government to do any or all of the following —*
 - (a) *to amend the approval so as to extend the period within which any development approved must be substantially commenced;*
 - (b) *to amend or delete any condition to which the approval is subject;*
 - (c) *to amend an aspect of the development approved which, if amended, would not substantially change the development approved;*
 - (d) *to cancel the approval.*
- (2) *An application under subclause (1) —*
 - (a) *is to be made in accordance with the requirements in Part 8 and dealt with under this Part as if it were an application for development approval; and*
 - (b) *may be made during or after the period within which the development approved must be substantially commenced.*

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- (3) *Despite subclause (2), the local government may waive or vary a requirement in Part 8 or this Part in respect of an application if the local government is satisfied that the application relates to a minor amendment to the development approval.*
- (4) *The local government may determine an application made under subclause (1) by —*
- (a) approving the application without conditions; or*
 - (b) approving the application with conditions; or*
 - (c) refusing the application.*

POLICY IMPLICATIONS

WAPC Position Statement: Renewable energy facilities

FINANCIAL IMPLICATIONS

Estimated value of the project is \$6,600,000. The planning fees as set out in the Planning & Development Regulations 2009 and Council schedule of fees and charges designate a reduced fee of 50% of the scale of fees for renewing an approved application prior to expiry. This equates to a fee of \$7,342 payable.

STRATEGIC IMPLICATIONS

Local Planning Strategy 2019 – Assess applications for wind farms and other alternative energy infrastructure, having regard to visual landscape issues and other relevant matters set out in Position Statement on Renewable Energy Facilities (WAPC, 2018).

2016 – 2026 Strategic Community Plan

<i>Goal 1: Great Place for Residential and Business Development</i>	
Objectives	How the Shire will contribute
1.2 Ensure effective and efficient development and building services	a) Process development applications and undertake building regulation functions and services

ATTACHMENTS

Circulated with the agenda is the following item relevant to this report:

- Letter from Brogate Pty Ltd (Doc Id: 135168)
(Marked 9.3.1)

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION / COUNCIL DECISION

Moved Cr Eyre, seconded Cr Scharf

That Council:

- A. Recognise ‘Perron Wind Farm’ as the title for the wind turbines to be constructed upon Lots 3738, 3739, 3742, 3743, 3744 in the Badgingarra and Hill River localities.**
- B. Recognise Zephyr Energy Pty Ltd as the approved**

proponent for the 'Perron Wind Farm'.

C. Pursuant to clause 77 of the Deemed Provisions of the Shire of Dandaragan Local Planning Scheme No.7 grant a five-year extension to the planning approval originally granted December 2008 and as amended in 2010, 2012 & 2014 for a wind farm (upon Lots 3738, 3739, 3742, 3743, 3744 in the Badgingarra and Hill River localities), resulting in the revised expiry date of 12 December 2024 subject to the following conditions:

- 1. The proponents shall (prior to the erection of wind turbine generators) provide notification to the RAAF Aeronautical Service, Air Service Australia and the Civil Aviation Safety Authority of the location and height details of the wind turbine generators.**
- 2. The access points onto the subject land and any road works shall be located and constructed to the satisfaction of the Executive Manager Infrastructure and include all necessary drainage and signage. Costs applicable to the construction of the access points onto the site and any related issues shall be borne by the proponents.**
- 3. Access to the proposed development will only be allowed along Cadda Road and Yerramullah Road. The proponents will be required to undertake routine maintenance works on Cadda Road (from the Brand Highway to Munbinea Road) and Yerramullah Road (from Cantabilling Road to the intersection with Cadda Road) for the duration of the construction phase. The cost of the routine maintenance will be determined on a shared basis with the Shire (to be agreed prior to the commencement of the project based upon forecast traffic volumes). Any costs associated with required upgrades needed before development of the Wind Farm occurs shall be to the satisfaction of the Executive Manager Infrastructure and be at the cost of the proponent.**
- 4. The proponents in conjunction with the Shire of Dandaragan shall commission a Road Condition Report prepared by a recognised engineer (agreed to by both parties) prior to the commencement of the project. The Road Condition Report shall, at least but not be limited to, identifying the following issues;**
 - a) suitability of the existing pavement strength (in wet and dry conditions) to cater for the proposed haulage loads and traffic volumes;**
 - b) suitability of the existing horizontal and vertical alignments to cater for the proposed haulage loads and traffic volumes; and**
 - c) identify and provide plans and costings for any required upgrade works to the existing road network to make it suitable for the proposed haulage loads and traffic volumes.**

- The costs associated with the preparation of the Road Condition Report and any road works identified in the Road Condition Report shall be undertaken at the cost of the proponent prior to any works commencing onsite.
5. The Shire of Dandaragan requires Cadda Road (from the Brand Highway to Munbinea Road) and Yerramullah Road (from Cantabilling Road to the intersection with Cadda Road) to be in no lesser standard at the end of the construction phase as they were prior to the development commencing. A photographic record of the condition of the subject roads shall be prepared prior to commencement of the project.
 6. The proponents shall provide a Traffic Management Plan to Main Roads WA and the Shire of Dandaragan prior to the commencement of construction. The Traffic Management Plan shall address;
 - a) transportation of materials to the project site;
 - b) obtaining the necessary written approvals / permits from Main Roads WA Heavy Vehicle Operations Branch; and
 - c) the transport of all divisible and indivisible loads and acquisition of necessary permits for transport of these loads.
 7. Following the submission of the development application, if the proponents propose changes resulting in significant additional environmental impact in the opinion of the Shire of Dandaragan, these changes shall not be undertaken without prior consultation with the Shire of Dandaragan and the Environmental Protection Authority Service Unit.
 8. The proponents are required to obtain a Clearing Permit in accordance with the provisions of the *Environmental Protection (Clearing of Native Vegetation) Regulations 2004* in the case of any proposal to clear existing remnant native vegetation on the site.
 9. The Wind Farm shall comply with the South Australian Environment Protection Authority's *Wind Farms Environmental Noise Guidelines* dated July 2009 and the Western Australian Environmental Protection Authority's *Environmental Protection Bulletin No. 21 Guidance for wind farm developments* dated February 2014.
 10. Noise from the operational Wind Farm shall not exceed 5dB(A) above the background noise level or 35dB(A) (using LA90), whichever is the greater, at surrounding noise sensitive premises outside the wind farm boundary.
 11. The background noise limits for the proposed development are to be based on the pre-recorded background noise measurements.

12. The proponents shall develop and implement a post construction noise monitoring program at the noise sensitive receptors to assess compliance of the operational Wind Farm with the noise limits. The post-construction noise monitoring program shall be conducted at the same time of year as when the background noise measurements were recorded. Results of the program shall be forwarded to the relevant authority.
13. Prior to the commencement of construction, the proponents shall commission third party noise modelling studies to demonstrate the final Wind Farm design complies with the noise limits outlined in this approval. The intended noise modelling methodology shall be discussed with the Department of Water and Environmental Regulation Noise Branch, at the appropriate time.
14. The proponents shall develop and implement a bird mortality monitoring program within 12 months of commencement of Wind Farm operations. The program shall be developed in consultation with the Department of Biodiversity, Conservation and Attractions and / or the WA Museum. Results of the program shall be forwarded to the Shire of Dandaragan.
15. The proponents shall develop and implement an annual monitoring program for Carnaby's Black Cockatoo (*Calyptohynchus latirostris*) bird strike, foraging and roosting (including any avoidance) behaviour, with reporting to the Commonwealth Department of the Environment and Energy. The WA Museum (Mr Ron Johnstone or his nominated appointment) is to be consulted in developing appropriate surveying methodologies for Carnaby's Black Cockatoo. The duration of this monitoring will be defined during the development of the program and subject to review, based on findings during the first two years' monitoring.
16. The proponents shall provide road signage to the specification and satisfaction of Main Roads WA and the Shire of Dandaragan.
17. The proponents shall submit a Drainage Management Plan for internal access roads for the endorsement of the Executive Manager Infrastructure and a Drainage Management Plan where any impacts occur externally to the properties contained within the application.
18. The proponents shall ensure sufficient clearance is maintained from Western Power's existing and planned transmission and distribution lines and associated facilities to the satisfaction of Western Power.
19. The proponents shall provide landscaping to screen buildings to a similar standard as was planted at the Emu Downs Wind Farm.

20. Decommissioning of the above ground plant and equipment (excluding concrete pads; footings; and inground cables) on the subject land will commence within a period of 12 months from termination of operations and be completed within a time period of the satisfaction of the Shire of Dandaragan. This will occur following submission by the proponents of a plan outlining the process of decommissioning.
21. Planning consent is granted for a maximum period of five years from the date of this approval during which time the development must be substantially commenced.
22. Prior to the commencement of construction, the proponent shall make arrangements in consultation with the South West Aboriginal Land and Sea Council for any required Aboriginal heritage monitoring.
23. Prior to the commencement of construction, the proponent shall provide and implement a Fire Management Plan that addresses the impacts of the Wind Farm through the construction phase to operation, approved by the Shire and the Department of Fire and Emergency Services.
24. All fencing shall be of rural construction such as open post and rail or post and wire, to the satisfaction of the Shire.
25. Prior to the commencement of construction, the proponent will consult with landowners on the location of known weed infestations and will implement measures in accordance with any relevant regulation under the *Biosecurity and Agriculture Management Act 2007* and measures recommended by the Department of Primary Industries and Regional Development.
26. The proponent shall prior to commencement of construction, implement necessary strategies to mitigate any future noise non-compliance that may arise from the construction or operation of the Wind Farm.

CARRIED 9 / 0



LEASE

SHIRE OF DANDARAGAN
("Lessor")

AND

CERVANTES GOLF CLUB INC
("Lessee")

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THIS DEED is made the

day of

20

B E T W E E N

SHIRE OF DANDARAGAN of PO Box 676, Jurien Bay, Western Australia (“Lessor”)

and **The Cervantes Golf Club**

Of Aragon Street Cervantes, (“Lessee”)

RECITALS:

- A. The Lessor is the management body in respect of the Land.
- B. Under the Management Order for the Land, the Lessor has the power to lease the Land subject to the approval of the Minister.
- C. The Lessor has agreed to lease the Leased Premises to the Lessee on the terms and conditions of this Lease.

THE PARTIES COVENANT AND AGREE AS FOLLOWS:

1. Definitions and Interpretation

In this Lease, unless such an interpretation is excluded by or contrary to the context:

1.1 Definitions

The following terms are defined:

"Authorised Person" means:

- (a) an agent, employee, licensee, contractor or invitee of the Lessee;
- (b) any person visiting the Leased Premises with the express or implied consent of any person referred to in paragraph (a) of this definition; and
- (c) any person claiming under or through the Lessee;

"Authorised Use" means the use specified in item 1 of Schedule 1;

"Business Day" means a day other than a Saturday or Sunday or a day that is a public holiday in Western Australia;

"Commencement Date" means the commencement date specified in item 3 of Schedule 1;

"Common Areas" includes those parts of the Land that the Lessor has set aside (if any) as areas which are open to the public or otherwise available for

access and egress, common use, amenity, or convenience by other users or occupiers;

"End Date" means the date specified in item 4 of Schedule 1;

"Event of Default" means the events specified in clause 17 of this Lease;

"Facilities" means the water supply, drainage, sewerage, gas and electrical fixtures, fittings or appliances (if any) in or on the Land or the Leased Premises;

"Force Majeure" includes the following:

- (a) Act of God;
- (b) fire, explosion, flood, fog or other adverse weather conditions or natural disaster;
- (c) the act of any Relevant Authority (including refusal or revocation of any licence or consent);
- (d) power failure, failure of telecommunications lines, failure or breakdown of plant and equipment, machinery or vehicles;
- (e) default of suppliers or independent contractors;
- (f) theft or malicious damage;
- (g) outbreak of hostilities, riot, civil disturbance, acts of terrorism; or
- (h) any cause or circumstance whatsoever beyond the reasonable control of a party to this Lease;

"Further Term" means each further term specified in item 2(b) of Schedule 1;

"LAA" means the *Land Administration Act 1997 (WA)*;

"Land" means the land described in item 5(a) of Schedule 1;

"Laws" means all statutes, rules, regulations, proclamations, ordinances, legislative instruments or by-laws present or future that apply to the Land, the Leased Premises and this Lease;

"Lease" means this lease and the Schedules and, where applicable, any appendices, plans or other attachments to this lease as amended from time to time;

"Leased Premises" means that part of the Land described in item 5(b) of Schedule 1 together with any buildings and improvements situated thereon;

"Lessee's Activities" means the activities carried on by the Lessee from the Leased Premises;

"Lessee's Fixtures" means each fixture and fitting installed by the Lessee in or on the Leased Premises with the Lessor's consent including any structural improvements;

"Lessee's Obligations" means each covenant, obligation and duty contained or implied in this Lease or required by law to be performed by the Lessee, the Guarantors (if any) or any Authorised Persons;

"Lessee's Rights" means the Lessee's rights under this Lease or implied by law;

"Lessor's Fixtures" means the Lessor's fixtures and fittings in or on the Leased Premises and any structural improvements which are classified by the Lessor as the property of the Lessor in accordance with this Lease;

"Lessor's Works" means any refurbishment, upgrade and renovation works carried out or to be carried out on or to the Leased Premises as notified to the Lessee by the Lessor from time to time;

"Lessor's Rights" means the rights of the Lessor under this Lease or implied by law, including without limitation the benefit of the performance of the Lessee's Obligations;

"Maintain" includes maintain, repair, renovate, replace, decorate and refurbish, and "Maintenance" and "Maintaining" have equivalent meanings;

"Minister" means the Minister for Lands, a body corporate under section 7 of the LAA;

"party" and "parties" mean respectively a party or parties to this Lease;

"Plant and Equipment" means the plant and equipment (if any) used in connection with the provision of any Services or the heating, cooling, lighting, power or plumbing for the Leased Premises;

"Rate" means the interest rate specified in item 6 of Schedule 1;

"Rates and Taxes" means:

- (a) council rates and charges including, but not limited to, rubbish removal rates and charges;
- (b) land tax (including metropolitan region improvement tax) on a single holding basis;
- (c) water, drainage and sewerage rates, including, but not limited to, meter rents, charges for the disposal of storm water and excess water charges;
- (d) rates, taxes, charges, duties and fees levied, charged, assessed or imposed by a Relevant Authority in respect of any part of the Leased Premises or the ownership or occupation of any part of the Leased Premises,

together with any related interest, penalties, fines and expenses in connection with them but excluding any tax imposed by the *Income Tax Assessment Act 1936 (Cth.)* or the *Income Tax Assessment Act 1997 (Cth.)*;

"Relevant Authority" means any government, statutory, public or other authority or body having jurisdiction over the Leased Premises or any matter or thing relating to the Leased Premises;

"Rent" means the rent specified in item 7 of Schedule 1;

"Schedule" means a schedule to this Lease;

"Services" means any telecommunication, electricity, gas, oil, fuel, water or other similar commodity, facility or service (if any) in, to or on the Leased Premises or otherwise serving the Leased Premises or, where applicable, any other part of the Land;

"Term" means the term specified in item 2(a) of Schedule 1;

"Termination" means the expiry of the Term by effluxion of time or by termination in accordance with this Lease;

"Works Conditions" means in respect of any Maintenance or other works carried out on or to the Leased Premises by the Lessee, the Lessee must:

- (a) do so:
 - (i) only with the prior written approval of the Lessor (not to be unreasonably withheld) and all Relevant Authorities;
 - (ii) at the Lessee's cost;
 - (ii) in a safe and proper workmanlike manner and to the satisfaction of the Lessor, acting reasonably;
 - (iii) using only materials that are the same or of a similar quality to existing materials of the Leased Premises;
 - (iv) in full compliance with:
 - (A) any approval given and conditions imposed by the Lessor acting reasonably and all Relevant Authorities;
 - (C) all plans and specifications approved by the Lessor;
 - (D) all other requirements, notices, orders or directions of any Relevant Authority; and
 - (E) all relevant Laws;
- (b) ensure that the Lessee and all its employees, agents, contractors and workmen employed in executing the relevant works:
 - (i) as soon as reasonably practicable comply with the reasonable directions of the Lessor in relation to their conduct in and access to the Leased Premises and when going to and from the Land and the Leased Premises; and
 - (ii) take all necessary steps to cause as minimum disturbance to the greatest extent possible to the Lessor and to the owners or occupiers of any nearby properties having regard to the nature of the works being carried out;

- (c) if required by the Lessor, erect and maintain a fence around the Leased Premises during the erection and completion of the works and ensure that such fence is sufficiently sound, high and secure to prevent entry upon the Leased Premises by unauthorised persons and members of the public;
- (d) clean up the Leased Premises progressively during the construction, installation or demolition of the works as the case may be and promptly remove from the Leased Premises all rubbish and waste arising from such works; and
- (e) pay on demand to the Lessor all the reasonable costs of the Lessor in connection with the relevant works including the Lessor's administrative and other reasonable costs of giving consent and the fees of any architect or other consultant used by the Lessor in connection with the relevant works EXCEPT THAT such costs do not include any costs or expenses incurred by the Lessor or entitled to be recovered by the Lessor in its capacity as the local government charged with the responsibility of approving such works; and

"Written Law" has the same meaning given to that term in the *Interpretation Act 1984*.

1.2 Interpretation

The following interpretations shall apply:

- (a) words importing the singular shall include the plural and vice versa, words importing gender shall include the masculine, feminine and neuter genders and words importing persons shall include individuals, firms, associations, partnerships, government authorities, incorporated and unincorporated entities and corporations;
- (b) if two (2) or more persons by this Lease undertake an obligation or make or give any warranty or undertaking, or waive any right or entitlement, they shall be bound both jointly and jointly and severally;
- (c) where the day or last day for doing an action or for the payment of any money or on which any entitlement is due to arise or a notice is deemed served is not a Business Day, the day or last day for doing that act or payment of that money or on which that entitlement arises or notice is deemed served, shall be deemed to be the next Business Day;
- (d) a reference to any party includes that party in its own right and in its capacity as trustee of any trust (whether specified or not), and also includes that party's executors, administrators, successors, substitutes and permitted assigns in accordance with this Lease, including any person taking by way of novation;
- (e) all headings and any table of contents or index have been inserted for convenience purposes only and shall not affect the interpretation hereof;
- (f) where any word or phrase is given a defined meaning, any other part of speech or other grammatical form in respect of such word or phrase shall have a corresponding meaning;

- (g) all references to monetary amounts are references to Australian dollars unless stated otherwise;
- (h) a reference to:
 - (i) a right includes a benefit, remedy, discretion, authority or power;
 - (ii) an obligation includes a warranty or representation;
 - (iii) a failure to observe or perform an obligation includes a breach of warranty or representation;
 - (iv) provisions or terms of this Lease include a reference to both express and implied provisions or terms;
 - (v) writing includes any means or mode of representing or reproducing words in a tangible and permanently visible form, and includes facsimile transmissions.
 - (vi) signature and signing includes due execution by a corporation or other relevant entity;
 - (vii) a month means a calendar month;
 - (viii) conduct includes, without limitation, an omission, statement or undertaking, whether or not in writing; and
 - (ix) an amount for which a person is contingently liable includes, without limitation, an amount which that person may become actually or contingently liable to pay if a contingency occurs, whether or not that liability will actually arise;
- (i) no rule of construction of documents shall apply to the disadvantage of a party, on the basis that that party put forward this document or any relevant part of it;
- (j) “including” and similar expressions are not words of limitation;
- (k) a covenant, agreement, representation or warranty in favour of two (2) or more persons is for the benefit of them jointly and severally;
- (l) a reference to a statutory, professional or industry body includes a reference to a successor or substitute for that body;
- (m) unless repugnant to the context, a covenant by a party to do or omit to do anything includes a covenant by an Authorised Person to do or omit to do that thing, and the party is liable for all acts or omissions of an Authorised Person;
- (n) a general description of any matter or thing whatever shall not be read down if followed by any specific examples of that matter or thing; and
- (o) covenants implied by Laws are not incorporated in the Lease, unless the relevant Law provides that certain covenants are to be implied and cannot be excluded by agreement.

1.3 Performance of Functions by Minister

- (a) All acts and things which the Minister is required or empowered to do under this Lease must be done by the Minister or the Minister's delegate appointed under section 9 of the LAA;
- (b) Where payments and rights accrue to the Minister or obligations are imposed on the Minister pursuant to this Lease the same are for the benefit and burden respectively of the Lessor unless the context otherwise requires.

1.4 Approval by the Lessor or Minister

In any case where under this Lease the doing or executing of any act, matter or thing by the Lessee is dependent on the approval or consent of the Lessor or the Minister such approval or consent will not be effective unless it is given in writing. Such consent may be given or withheld by the Lessor in the Lessor's reasonable discretion or by the Minister in the Minister's absolute discretion and may be given subject to such conditions as the Lessor or the Minister may reasonably determine unless otherwise provided in this Lease.

1.5 Consent of Western Australian Planning Commission

If for any reason this Lease requires by law the consent of the Western Australian Planning Commission then this Lease is made expressly subject to and is conditional upon the granting of the consent of the Western Australian Planning Commission.

2. Operative part

2.1 Lease of Leased Premises

- (a) In consideration of the Lessee agreeing to duly pay the Rent and other money payable under this Lease and to duly observe and perform the Lessee's Obligations, the Lessor leases the Leased Premises and grants the Lessee's Rights to the Lessee for the Term subject to the reservation of the Lessor's Rights under this Lease.
- (b) This Lease is subject to and expressly conditional upon:
 - (i) the Lessor, to the extent required, complying with the procedures it is required to comply with under any Written Law including, but not limited to, the *Local Government Act 1995* (WA); and
 - (ii) the approval in writing of the Minister being obtained under the LAA.

2.2 Quiet enjoyment

The Lessor warrants that the Lessor has full capacity to grant this Lease, and if the Lessee:

- (a) pays the Rent and other money payable under this Lease; and
- (b) duly observes and performs the Lessee's Obligations,

the Lessor agrees that the Lessee may quietly hold the Leased Premises and enjoy the Lessee's Rights during the Term without any disturbance from the Lessor or any person lawfully claiming through the Lessor, except to the extent that the interruption, disturbance or interference arises because of the exercise of the Lessor's Rights or is otherwise permitted by any provision of this Lease.

2.3 Lessee responsible as if owner

The Lessee is subject to the same responsibilities relating to persons and property during the Term as if the Lessee were the owner of the Leased Premises.

3. Reservation of Lessor's rights

Without limiting any other provision of this Lease, the Lessor reserves the following rights:

3.1 Improvements to Leased Premises

The Lessor may at any time carry out any Lessor's Works as are reasonably required but, in exercising these rights, the Lessor shall use the Lessor's reasonable endeavours not to cause any undue interference with the conduct of the Lessee's Activities.

3.2 Right to enter

(a) The Lessee shall permit the Lessor to enter the Leased Premises at all reasonable times on the giving of reasonable notice, or immediately in the case of emergency, with or without workmen or other interested persons and with or without plant, equipment and materials to:

- (i) view the state of repair of the Leased Premises and to ensure compliance with the Lessee's Obligations;
- (ii) comply with any requirement or order of any local government or other Relevant Authority;
- (iii) carry out any Maintenance on or to the Leased Premises or the Land, the Plant and Equipment or cables, pipes or wires within the Leased Premises or the Land;
- (iv) view the Leased Premises with any persons interested in the Land or the Leased Premises; and
- (v) carry out any Lessor's Works,

but, in exercising these rights, the Lessor shall use the Lessor's reasonable endeavours not to cause any undue interference with the conduct of the Lessee's Activities.

(b) The Lessor may enter the Leased Premises at any time for the purpose of doing anything which should have been done by the Lessee under this Lease but which has not been done or has not been done properly.

3.3 Common Areas

With respect to structures and Facilities in the Common Areas (if any), the Lessor may in its absolute discretion at any time erect or modify such structures or Facilities.

3.4 Granting easements etc

The Lessor may grant easements of support or any other easements or similar rights over any part of the Land or the Leased Premises but the Lessor shall not without the Lessee's prior consent do anything which will substantially and permanently derogate from the quiet enjoyment of the Lessee's Rights by the Lessee.

4. **Rent**

The Lessee must pay the Rent to the Lessor in the manner set out in item 6 of Schedule 1.

5. **Outgoings**

The Lessee must pay punctually to the Lessor, or to such person as the Lessor may from time to time direct, all the following outgoings or charges (if applicable), assessed or incurred in respect of the Leased Premises:

- (a) all Rates and Taxes;
- (b) telephone, electricity, gas and other power and light charges including but not limited to meter rents and the cost of installation of any meter, wiring, internet connections or telephone connection and the Lessee shall ensure that any accounts for all charges and outgoings in respect of telephone, gas and other power and light charges are taken out and issued in the name of the Lessee; and
- (c) any other consumption charge or cost, statutory impost or other obligation incurred or payable by reason of the Lessee's use and occupation of the Leased Premises.

6. **Use of Leased Premises and Facilities**

6.1 Authorised Use

The Lessee shall not:

- (a) use the Leased Premises for any purpose other than the Authorised Use specified in item 1 of Schedule 1; or
- (b) use any Facility, Service, item of Plant and Equipment or Lessor's Fixture for a purpose for which it was not designed or designated.

6.2 Licenses and Limitations

If the carrying on of the Lessee's Activities at the Leased Premises is permissible only with the consent, licence or authority under any Law, the

Lessee shall obtain and maintain the currency of that consent, licence or authority and comply with that Law.

6.3 Comply with requirements

The Lessee shall:

- (a) not do or omit to do anything which might interfere with or impair the efficient supply or operation of any Facility, Service, item of Plant and Equipment or Lessor's Fixtures;
- (b) comply with the Lessor's reasonable requirements for the use of each Facility, Service, item of Plant and Equipment, Lessor's Fixtures and other structural improvements on the Leased Premises; and
- (c) comply with all relevant requirements imposed by any Law or any Relevant Authority in respect of the Land and any structural improvements in or on the Land.

7. **Security of Leased Premises**

The Lessee must ensure that the Leased Premises, including the Lessor's Fixtures, are appropriately secured at all times.

8. **Maintenance and Works**

8.1 Obligation to Maintain

(a) The Lessee shall:

- (i) Maintain the Leased Premises in a good condition and state of repair, except in respect of fair wear and tear or damage which is or will be reinstated from the proceeds of insurance;
- (ii) promptly repair any damage to the Leased Premises for which the Lessee is responsible to the satisfaction of the Lessor;
- (iii) keep the Leased Premises clean and free from rubbish and other debris;
- (iv) Maintain the Lessor's Fixtures, the Lessee's Fixtures and the Facilities on or in the Leased Premises (if any) in good condition and, where necessary, make good any breakage, defect or damage or replace that Lessor's Fixture, Lessee's Fixture or Facility to the satisfaction of the Lessor except in respect of fair wear and tear or damage which is or will be reinstated from the proceeds of an insurance policy;
- (v) not do or omit to do anything which might cause the Leased Premises or the Lessor's Fixtures to deteriorate or become impaired except for fair wear and tear, to be obstructed, or to be in a condition other than a good and sanitary condition;
- (vi) replace any light bulbs or fluorescent tubes in the Leased Premises when necessary;
- (vii) promptly replace any broken glass in or on the Leased Premises;

(viii) as often as is necessary in the reasonable opinion of the Lessor, paint, colour varnish and paper to the satisfaction of the Lessor all such parts of the Leased Premises as have been previously painted, coloured, varnished or papered;

(ix) take reasonable measures to keep the Leased Premises free of ants, termites, rodents, pests and vermin; and

(x) if there is any carpet or other floor coverings in the Leased Premises, keep the said carpet and floor coverings clean and promptly repair any damage to them, save that the Lessee is not liable for normal wear and tear.

(b) For the avoidance of doubt, nothing in this clause 8 obliges the Lessee to carry out any structural work or work of a capital nature except to the extent rendered necessary by any wrongful act or omission, negligence or default of the Lessee or by the installation or removal of the Lessee's Fixtures.

8.2 Alteration and Substantial Works

The Lessee must not make any alteration or addition to, or demolish, any part of the Leased Premises, or remove or alter any of the Lessor's Fixtures, the Plant and Equipment or any Facility or Service in or on the Leased Premises without the prior written consent of the Lessor which consent may be granted or refused or granted subject to conditions at the absolute discretion of the Lessor EXCEPT THAT the Lessor shall not arbitrarily or unreasonably withhold its approval in the case of any mandatory alterations required by a Relevant Authority.

8.3 Standard for Maintenance and Works

The Lessee must comply with the Works Conditions in carrying out all Maintenance and any other work which affects the Leased Premises or the Lessor's Fixtures.

8.4 Remove Non-approved Works

If the Lessee carries out any works or erects any building or structure on the Leased Premises which have not been previously approved in writing by the Lessor, or which are not undertaken in accordance with the provisions of this Lease, the Lessor may require the Lessee (but without limiting any other right or remedy available to the Lessor) at the Lessee's cost, to dismantle and remove any such works, building or structures and the Lessee shall carry out the same in accordance with the Lessor's directions.

9. Positive covenants

9.1 Costs and Expenses

The Lessee must pay to the Lessor on demand all the Lessor's costs, charges and expenses in connection with:

(a) the negotiation, preparation and execution of this Lease;

(b) any consent, approval or exercise of any right, waiver, variation, release, surrender or discharge in connection with this Lease, including but not

limited to all costs and expenses of and incidental to the preparation and service of a notice under Section 81 of the *Property Law Act 1969*;

- (c) any breach of the Lessee's Obligations; and
- (d) any action, suit or proceeding to which the Lessor is joined as a party as a result of the Lessee's occupation of the Leased Premises and the Lessee's Fixtures,

and such costs, charges and expenses include, but are not limited to:

- (e) taxes and fees and fines and penalties which may be payable in connection with this Lease;
- (f) all legal costs and expenses on a full indemnity basis; and
- (g) all interest which the Lessor is entitled to claim.

9.2 Reimburse Lessor Expenses

The Lessee shall pay to the Lessor on demand all money paid by the Lessor on behalf of the Lessee in the discharge of any of the Lessee's Obligations.

9.3 Report to Lessor

The Lessee shall as soon as reasonably practicable report to the Lessor in writing:

- (a) all damage or defects in the Leased Premises, the Lessor's Fixtures, the Plant and Equipment or the Facilities (if any) in or on the Leased Premises of which the Lessee is aware;
- (b) any notice or order received from any court relating to the Leased Premises or the Lessee's Fixtures; and
- (c) any circumstances likely to be a danger or cause any damage or danger to the Leased Premises or any person in or on the Leased Premises of which the Lessee is aware.

9.4 Comply with Laws

The Lessee shall comply promptly with all Laws affecting the Leased Premises and the Lessee's Fixtures or the use of the Leased Premises and the Lessee's Fixtures.

9.5 Services

- (a) The Lessee must observe and comply with any conditions of supply of any Services by the Lessor, or where no conditions of supply are imposed by the Lessor, observe and comply with the conditions of supply of Services imposed by the Relevant Authority; and
- (b) If any Service is not provided by the Lessor, the Lessee is responsible to make the Lessee's own arrangements at the Lessee's own cost for the supply of the Service to the Leased Premises. For the avoidance of

doubt, the Lessor is not obliged to provide or to facilitate the procuring of any Services or Facilities to or for the Leased Premises.

10. Negative covenants

The Lessee shall not:

- (a) except for reasonable quantities for normal applications in connection with the use of the Leased Premises and in the carrying out of the Lessee's Activities, bring onto, store or use any chemical or inflammable substance on or in the Leased Premises;
- (b) store goods on or in the Leased Premises other than those necessary in the carrying out of the Lessee's Activities;
- (c) without the Lessor's prior consent, place or operate in any part of the Leased Premises any radio, television, loud speaker, amplifier or other similar device;
- (d) except as is lawful and necessary and an ordinary incident of carrying out the Lessee's Activities, do or carry on in the Leased Premises any activity which might be harmful, offensive or illegal, or cause a nuisance, damage or disturbance to the Lessor or the owners or occupiers of any nearby properties unless with the prior written consent of any Relevant Authority and the Lessor;
- (e) place any rubbish on or in any part of the Leased Premises except in a suitable receptacle;
- (f) burn any rubbish in or on the Leased Premises, unless permitted by Law or is otherwise necessary or an ordinary incident of carrying out the Lessee's Activities;
- (g) deliver or permit to be delivered goods or materials to or from the Leased Premises except in a manner which causes minimum interference to the owners or occupiers of any nearby properties;
- (h) sell or permit the sale of alcohol or alcoholic beverages on or in the Leased Premises except with the prior written consent of the Lessor and in accordance with a licence granted to the Lessee under the *Liquor Control Act 1988* (WA);
- (i) permit smoking inside the Leased Premises;
- (j) erect or install any signs in or on the Leased Premises without the prior written consent of the Lessor;
- (k) in relation to the Common Areas (if any):
 - (i) cause an obstruction in any part of the Common Areas;
 - (ii) use any part of the Common Areas for purposes for which they are not designed;
 - (iii) leave any goods or articles in any part of the Common Areas; or
 - (iv) conduct any business from the Common Areas; or

- (l) use the name of the Leased Premises in the Lessee's own name or in any business name without the prior written consent of the Lessor, which consent shall not be unreasonably withheld.

11. Insurance

11.1 The Lessee, at its own cost, shall effect and maintain with an insurance company authorised to transact insurance business in Australia all policies of insurance relating to the Leased Premises referred to in item 7 of Schedule 1 and the Lessee shall:

- (a) supply to the Lessor upon request current details of all insurance effected in accordance with this clause in the form of a certificate of insurance; and
- (b) ensure that each policy of insurance includes a provision for cross liability and waiver of subrogation rights in favour of the Lessor.

11.2 The Lessee must not by any act or omission cause or allow anything to be done which might result in any insurance policy effected under this Lease or in respect of the Leased Premises becoming void or voidable or which might increase the premium on any policy.

12. Indemnities

12.1 General indemnity

Except to the extent contributed to by the Lessor or the Minister as the case may be, the Lessee shall indemnify and keep indemnified the Lessor and the Minister against all losses, claims, damages, demands, costs and expenses for which the Lessor or the Minister becomes liable in respect of loss or damage to property or death or injury of any nature and however or wherever sustained:

- (a) which are caused or contributed to by the use or occupation of the Leased Premises and the Lessee's Fixtures by the Lessee or an Authorised Person, except to the extent caused or contributed to by the Lessor;
- (b) resulting from an act or omission of the Lessee; or
- (c) resulting from a notice, claim or demand against the Lessee to do or refrain from doing any thing except to the extent that the Lessor is obliged by this Lease to pay for or contribute to the cost of compliance with the notice, claim or demand and fails to do so.

12.2 Nature of indemnity

The obligation of the Lessee to indemnify the Lessor and the Minister under this Lease or at law is not affected by the obligation of the Lessee to effect insurance and all indemnities shall survive Termination.

13. Assignment

13.1 No assignment

The Lessee shall not assign, mortgage or charge the Lessee's leasehold estate in the Leased Premises, nor sublet, part with possession or dispose of the Leased Premises in any way.

13.2 Property Law Act excluded

Sections 80 and 82 of the *Property Law Act* 1969 are excluded.

13.3 Changes in beneficial ownership of shares

If the Lessee is a company whose shares are not listed on any Stock Exchange in Australia, a change in the beneficial ownership of more than fifty per cent (50%) of the shares or the redemption, cancellation or issue of shares in that company or any holding company of that company will be deemed to be an assignment of the Lessee's leasehold estate.

13.4 Lessor may consent to assignment or sublease

The Lessee will not be in breach of the covenant in clause 13.1 in respect of an assignment or a sublease of the whole or part of the Leased Premises if the Lessor and the Minister consents to the assignment or sublease. The Lessor will not unreasonably withhold consent if the following criteria are satisfied:

- (a) The Lessee satisfies the Lessor and the Minister that:
 - (i) the proposed assignee or sub-lessee is a respectable and responsible person of good financial standing, with sound business acumen, with adequate business experience and who is capable of meeting all the financial commitments of the Lessee under this Lease or the sub-lessee under a sublease of this Lease whichever the case may be;
 - (ii) there is no Rent or other money payable under this Lease due but unpaid; and
 - (iii) there is no un remedied breach of the Lessee's Obligations and there have been no substantial breaches of the Lessee's Obligations during the Term; and
- (b) the Lessee procures the execution by the proposed assignee of an assignment of lease, or by the proposed sub-lessee of a sublease, prepared by the Lessor's solicitors at the Lessee's cost which contains terms consistent in all respects with this Lease and which are acceptable to the Lessor.

13.5 Lessor may consent to charge

- (a) The Lessee will not be in breach of the covenant in clause 13.1 in respect of a charge or mortgage if the Lessee obtains the Lessor and the Minister's consent to that charge or mortgage.
- (b) The Lessor may consent to or refuse to give its consent to a charge or mortgage in its absolute discretion.

13.6 Compliance with Acts

The Lessor and the Lessee acknowledge that if in granting its consent to any assignment or sublease the Lessor has to first comply with or satisfy any obligations or requirements under any Written Law including, but not limited to, the *Local Government Act 1995 (WA)* and the LAA then the Lessor's consent is made expressly conditional upon and subject to satisfaction of the relevant obligations or requirements.

14. **Damage, Destruction or Resumption**

14.1 Abatement of Rent

If the Leased Premises or any part of the Leased Premises are at any time during the Term, without neglect or default of the Lessee, destroyed or damaged by fire or other risk covered by insurance so as to render the same unfit for the use and occupation of the Lessee then the Rent or a proportionate part thereof (according to the nature and extent of the damage) shall abate until the Leased Premises or the relevant part thereof have been rebuilt or made fit for the use and occupation of the Lessee.

14.2 Termination

If the Leased Premises or any part of the Leased Premises are totally or partially damaged or destroyed so as to require major rebuilding, either party will have the option to terminate this Lease by giving a notice in writing to the other party within sixty (60) days of such occurrence. The Term will terminate upon such notice being given and the Lessee must vacate the Leased Premises and surrender the same to the Lessor but such termination will be without prejudice to the parties' rights against each other in respect of any antecedent breach of this Lease.

14.3 Dispute Resolution

Any dispute arising out of the provisions of this clause 15 shall be determined by a single arbitrator under the provisions of the *Commercial Arbitration Act 2012 (WA)* and the parties may each be represented by a legal practitioner of their choice.

15. **Limit of Lessor's liability**

15.1 No warranties or representations

The Lessee acknowledges and agrees that:

- (a) all the Lessee's property in or on the Land and the Leased Premises shall be at the sole risk of the Lessee during the Term and the Lessor shall not be liable for any claim, loss or damage that the Lessee may suffer as a result of:
 - (i) any fault in the construction or state of repair of the Leased Premises or the Lessee's Fixtures;
 - (ii) any defect in any of the Facilities or the Services;

- (iii) any flow, overflow, leakage or breakdown of any water, air-conditioning, gas, power or other source of energy whether from the Leased Premises or otherwise;
- (i) any event of Force Majeure;
- (b) the Lessor gives no warranty as to the use to which the Leased Premises may be put; and
- (c) the Lessee has not relied on any representation or warranty of the Lessor in entering into this Lease and further acknowledges that the Lessee has relied on the Lessee's own skill and judgment and has made the Lessee's own enquiries in determining the suitability of the Leased Premises for the Authorised Use and the Lessee's Activities.

15.2 Lessee acts at own risk and expense

Unless this Lease provides otherwise, whenever the Lessee is obligated or required by this Lease to do or omit to do any act or thing, the doing or the omission of the act or thing will be at the sole risk and expense of the Lessee.

16. **Default**

An event of default occurs if:

- (a) the Lessee fails to pay the Rent or other money payable under this Lease within seven (7) Business Days of the due date for payment, regardless of whether demand has been made;
- (b) the Lessee fails to perform any of the Lessee's Obligations for ten (10) Business Days after the Lessor has given notice to the Lessee of the default;
- (c) the Lessee is in breach of any document other than this Lease giving the Lessee a right to occupy any part of the Land or the Leased Premises;
- (d) a receiver or receiver and manager or controller as defined in the Corporations Act is appointed in respect of any part of the Lessee's property;
- (e) a person is appointed under legislation to investigate or manage any part of the Lessee's affairs;
- (f) the Lessee ceases to carry on the Lessee's Activities from the Leased Premises; or
- (g) where the Lessee is a company and:
 - (i) an application is made to a court for an order or an order is made that the Lessee be wound up;
 - (ii) an application is made to a court for an order appointing a liquidator or provisional liquidator in respect of the Lessee;
 - (iii) except for the purposes of reconstruction or amalgamation, the Lessee enters into a scheme of arrangement, deed of company arrangement or composition with, or assignment for the benefit of, all or any class of the Lessee's creditors;

- (iv) the Lessee resolves to wind itself up or otherwise dissolve itself;
- (v) the Lessee states that it is insolvent; or
- (vi) the Lessee takes any step to obtain protection or is granted protection from its creditors under any applicable legislation.

17. Lessor's powers on default

17.1 Lessor's right of possession

- (a) On the occurrence of an Event of Default the Lessor may:
 - (i) give notice to the Lessee that it intends to enter and retake possession of the Leased Premises if the Lessee fails to remedy the Event of Default the subject of the notice within thirty (30) days of the date of the notice; and
 - (ii) enter the Leased Premises and re-take possession of the Leased Premises if the Lessee fails to remedy the Event of Default within thirty (30) days of the date of the notice referred to in clause 17.1(a)(i) above.
- (b) If the Lessor enters and retakes possession of the Leased Premises pursuant to clause 17.1(a)(ii) above then the Term will immediately determine.

17.2 Lessor may remedy Lessee's default

- (a) If an Event of Default occurs or the Lessee otherwise fails to perform any of the Lessee's Obligations, the Lessor may without prejudice to the Lessor's rights arising from the Event of Default or the failure to perform, remedy that Event of Default or the failure to perform as if the Lessor was the Lessee, at the Lessee's cost. The Lessee must pay to the Lessor all liabilities incurred by the Lessor in remedying an Event of Default or failure to perform.
- (b) None of the following events constitutes a re-entry or forfeiture or waiver of the Lessor's rights to recover in full all Rent and other money payable by the Lessee under the Lease:
 - (i) acceptance of the keys or other access devices for the Leased Premises;
 - (ii) entry to the Leased Premises by the Lessor for the purpose of inspection or for the purpose of showing the Leased Premises to prospective lessees or to remedy an Event of Default; or
 - (iii) advertising the Leased Premises for re-letting.

17.3 No prejudice of Lessor's rights

Any re-possession or attempted re-possession of the Leased Premises by the Lessor or any demand for or acceptance of any of the Rent or other money payable under this Lease will not:

- (a) prejudice or affect the Lessor's rights under this Lease;
- (b) release the Lessee from performing the Lessee's Obligations; or
- (c) be deemed an election by the Lessor as to the exercise of the Lessor's rights under this Lease or at law.

17.4 Exercise of rights by Lessor

The Lessor may exercise the Lessor's rights under this Lease or at law notwithstanding laches, neglect or waiver in respect of any breach of the Lessee's Obligations, and without giving notice except in accordance with this Lease or as required by law, and without having to prove default by the Lessee or the continuance of that default.

18. Essential terms

18.1 Breach of Essential Terms

- (a) If the Lessee's conduct constitutes a breach of an essential term of this Lease and the Lessor elects to treat that breach as repudiation or the conduct otherwise constitutes repudiation of this Lease, the Lessee shall compensate the Lessor for all loss or damage suffered by reason of or arising from the repudiation.
- (b) Clauses 4 ("Rent"), 5 ("Outgoings"), 6 ("Use of Leased Premises and Facilities"), 8 ("Maintenance and Works"), 11 ("Insurance") and 13 ("Assignment") of this Lease are deemed to be essential terms.

18.2 Damage for Breach of Essential Terms

Any loss or damage for the unexpired residue of the Term suffered by the Lessor as a result of the Lessee's breach of an essential term may be recovered as damages at any time.

18.3 Lessor's Entitlement to Damages

The Lessor's entitlement to recover damages from the Lessee or any other person will not be limited or affected by any of the following:

- (a) if the Lessee abandons or vacates the Leased Premises;
- (b) if the Lessor elects to re-enter the Leased Premises or terminate this Lease;
- (c) if the Lessor accepts the Lessee's repudiation; or
- (d) if the parties' conduct (or that of any of their servants or agents) constitutes or may constitute a surrender by operation of law.

18.4 Lessor to Mitigate Damages

- (a) If the Lessee vacates the Leased Premises or if the Lessor accepts the Lessee's repudiation based on the Lessee's breach of an essential term of this Lease and terminates this Lease, the Lessor must take reasonable steps to mitigate its loss and endeavour to re-lease the Leased Premises on reasonable terms.
- (b) The entitlement to damages will be assessed on the basis that the Lessor has observed the obligation to mitigate damages.
- (c) The Lessor's conduct in mitigating its damages will not of itself constitute acceptance of the breach or repudiation or a surrender by operation of law.

18.5 Calculation of Damages

Following repudiation by the Lessee if the Lessor terminates this Lease then, without prejudice to any other right or remedy, the Lessor may recover the difference between the aggregate of the Rent and the reasonable estimate of the other money payable by the Lessee for the unexpired residue of the Term less any amount the Lessor obtains, or could in the Lessor's opinion reasonably be expected to obtain, by observing clause 18.4.

19. Termination

19.1 Yield up Leased Premises

The Lessee shall on Termination surrender and yield up the Leased Premises to the Lessor in a condition consistent with the compliance of the Lessee's Obligations during the Term and deliver to the Lessor all keys, access cards and other security devices (if any) for the Leased Premises and the Land.

19.2 Remove Lessee's Fixtures

The Lessee shall:

- (a) prior to Termination or on the termination of any period of holding over, unless the Lessor agrees or directs to the contrary, remove from the Leased Premises all of the Lessee's Fixtures and other property of the Lessee and make good any damage caused to the Leased Premises by the removal of the Lessee's Fixtures and other property of the Lessee;
- (b) comply with the Works Conditions in respect of the removal of those items specified in clause 19.2(a); and
- (c) submit details of the proposed removal works for the Lessor's approval not less than two (2) months prior to Termination, or in the event of the sooner determination of this Lease, on or prior to that sooner determination.

19.3 Making Good of Leased Premises on Termination

Subject to clause 19.2, the Lessee shall, unless the Lessor agrees or directs to the contrary, prior to Termination or on the termination of any period of holding over, make good the Leased Premises, the Facilities on the Leased Premises and those parts of the Plant and Equipment affected by the Lessee's use and occupation of the Leased Premises.

19.4 Lessor Can Make Good

If the Lessee does not comply with the obligation to make good as set out in clause 19.3, the Lessee shall pay the Lessor within ten (10) Business Days after the Lessor requests payment any costs reasonably incurred by the Lessor to make good the Leased Premises, the Facilities on the Leased Premises and those parts of the Plant and Equipment affected by the Lessee's use and occupation of the Leased Premises. The obligation to pay those costs does not limit any other rights of the Lessor in relation to the Lessee's default.

19.5 Dealing with Lessee's property not removed at Termination

The Lessor may exercise any of the following rights in respect of the Lessee's property, including Lessee's Fixtures, which are not removed at Termination:

- (a) demolish and dispose of the Lessee's property or remove and store the Lessee's property in alternative premises at the Lessee's cost;
- (b) sell or dispose of the Lessee's property and apply the proceeds of sale towards payment of any unpaid Rent or other money payable under this Lease; and
- (c) elect that the Lessee's property is the absolute property of the Lessor and deal with the Lessee's property as the Lessor sees fit;

and the Lessee shall indemnify the Lessor in respect of any loss or damage suffered by the Lessor as a result of:

- (d) the Lessee failing to remove all of the Lessee's property by Termination; or
- (e) any claim against the Lessor by any person by reason of the exercise by the Lessor of its rights under this clause 19.5.

19.6 Lessee to continue to pay Rent and other moneys payable

If the Lessee fails to make good the Leased Premises as specified in clause 19.3, or fails to remove the Lessee's property by Termination, then until the Leased Premises are restored in accordance with this Lease or the Lessor elects to take the absolute property in the Lessee's property left after Termination, the Lessee shall continue to pay the Rent and other moneys payable under this Lease as if the Lessee were holding over as a lessee in the Leased Premises.

20. Option of Renewal

If, and only if, no earlier than six (6) months or no later than three (3) months before the date of Termination, the Lessee gives notice to the Lessor exercising an option of renewal for a Further Term, and the Lessor is satisfied that:

- (a) there is no Rent or other money payable under this Lease which is due but unpaid; and
- (b) there is no un-remedied breach of the Lessee's Obligations; and
- (c) the Lessee has correctly and punctually observed and performed all of the Lessee's Obligations up to the expiry of the Term; and
- (d) there have been no breaches of any of the essential terms of this Lease during the Term,
- (e) Council have considered and approved the renewal.

the Lessor will grant the Lessee a lease of the Leased Premises for the relevant Further Term at the Rent payable immediately before Termination and otherwise on the same terms and conditions of this Lease except for:

- (f) this provision of renewal unless there is more than one (1) Further Term in which event the number of Further Terms will be reduced by the Further Term then exercised; and
- (g) any incentive or inducement to enter into this Lease or any waiver or abatement of Rent or any other payment to the Lessee or any benefit given to the Lessee, which is expressly excluded and which will not apply to a Further Term.

21. Holding Over

If after the expiry of the Term the Lessee continues in possession of the Leased Premises, the Lessee shall be deemed to be holding over as a monthly lessee and:

- (a) the Rent for the relevant period of holding over shall be the Rent payable immediately before the expiry of the Term;
- (b) the Lessee's right to remain in possession of the Leased Premises shall be subject to the continued performance of the Lessee's Obligations; and
- (c) the monthly tenancy created by this clause may be terminated by either party giving the other party one (1) months' written notice of termination which notice may be given at any time.

22. 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:

- (a) 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;
- (b) 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

- (c) warrants that the Lessee has the power and authority under the terms of the trust to enter into this Lease.

23. Special Conditions

- 23.1 The special conditions (if any) set out in Schedule 2 shall be deemed to be incorporated into and form part of this Lease as if fully set out in the body of this Lease.
- 23.2 If there is any inconsistency between the provisions of this Lease generally and the special conditions, the special conditions shall prevail to the extent of the inconsistency.

24. Caveats and registration of Lease

24.1 Registration

- (a) The Lessee may register this Lease but must not lodge an absolute caveat over the Leased Premises to protect the interest of the Lessee under this Lease and the Lessee must surrender any registered lease and withdraw any caveat lodged by or on behalf of the Lessee over the Leased Premises on or before Termination.
- (b) In consideration of the Lessor leasing the Leased Premises to the Lessee, the Lessee irrevocably appoints the Lessor and every officer of the Lessor as defined by the *Corporations Act 2001* (Cth) to be attorney of the Lessee, in the name and on behalf of the Lessee, and as the act and deed of the Lessee to sign and lodge at Landgate, Perth, a surrender of lease and a withdrawal of any caveat lodged by or on behalf of the Lessee and not surrendered or withdrawn on Termination, and the Lessee;
- (i) undertakes to ratify all that the attorney does or causes to be done under or by virtue of this sub clause; and
- (ii) indemnifies the Lessor in respect of any loss arising from any act done under or by virtue of this sub clause, and the Lessor's costs and expenses of and incidental to the surrendering of the Lease and withdrawing of any caveat lodged by or on behalf of the Lessee affecting the Leased Premises.

24.2 Lessee must withdraw Caveat and any Registered Encumbrances

- (a) The Lessee on or before Termination must:
- (i) withdraw any caveat lodged by the Lessee over the Leased Premises;
- (ii) discharge any mortgage or other registered encumbrance relating to any liability of the Lessee registered over the Leased Premises;
- (iii) surrender any registered lease over the Leased Premises;

- (iv) execute a withdrawal of caveat in a form approved or any other document that may be required to remove any encumbrance on the certificate of title for the Leased Premises, and to execute a deed or surrender of lease in the form approved or any other document that may be required in order to remove any lease or notification of it as an encumbrance on the Certificate of Title for the Leased Premises;
 - (v) if requested by the Lessor, do all things necessary to assist in the cancellation of any qualified title for the Leased Premises.
- (c) The Lessee hereby indemnifies, and shall keep indemnified, the Lessor against all loss or damage suffered by the Lessor as a result of the Lessee's failure to comply with section 24.2(a) on or before Termination.

25. Miscellaneous

25.1 Lessee not to permit prohibited matters

If under this Lease the Lessee is required to do or is prohibited from doing any act, matter or thing the Lessee must also ensure that the Authorised Persons comply with that requirement or prohibition.

25.2 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.

25.3 Schedules

The Schedules shall form part of this Lease.

25.4 Lessor's consent

Unless otherwise stated in this Lease, the Lessor may give a conditional or unconditional consent or approval at its absolute discretion to any matter in this Lease.

25.5 Proper Law and Jurisdiction

This Lease is governed by the law in force in Western Australia, or where applicable, the Commonwealth of Australia, and the parties consent to the jurisdiction of the courts of Western Australia.

25.6 Time for payment

Any amount payable by the Lessee to the Lessor unless otherwise specified must be paid to the Lessor within seven (7) Business Days after the Lessor gives a notice to the Lessee requiring payment.

25.7 Time of the essence

Time shall be of the essence in all respects.

25.8 Certificates

A certificate signed by the Lessor or the Lessor's solicitors about a matter or a sum payable is sufficient evidence of the matter or sum stated in the certificate unless the matter or sum is proved to be false.

25.9 Exercise of rights by Lessor

The Lessor may exercise each right, power or remedy at its discretion, separately or concurrently with any other right, power or remedy, and:

- (a) a single or partial exercise of a right, power or remedy does not prevent a further exercise of that right, power or remedy;
- (b) a failure to exercise or any delay in the exercise of a right, power or remedy does not prevent its exercise;
- (c) the rights, powers and remedies of the Lessor are cumulative with and not exclusive of the rights, powers and remedies provided by law; and
- (d) any demand made shall not in any way be deemed to constitute a waiver by the Lessor of any breach or non-observance of a Lessee's Obligation and shall not prejudice any other right of the Lessor in relation to such breach.

25.10 Lessor may act by agent

All acts and things which may be done by the Lessor may be done by a solicitor, agent, employee or contractor of the Lessor, including, without limitation, a managing agent.

25.11 Variation

This Lease may not be varied except in writing signed by each party.

25.12 Giving of notice

Any notice, approval, consent or other communication given under this Lease:

- (a) shall be in writing and in English;
- (b) may be served on the recipient:
 - (i) personally; or
 - (ii) by addressing it to the person and leaving it at or posting it by registered post to the address of the party appearing in this Lease or any other address nominated by the party by notice to the other;
 - (iv) by facsimile transmission sent to the recipient's facsimile number (if known);
- (c) will be deemed to be given or made:
 - (i) if served personally - at the time of handing the notice to the recipient;
 - (ii) if left at the recipient's address as specified in clause 25.12(b)(ii) above - at the time of leaving the notice;

- (iii) if sent by pre-paid post to the recipient's address as specified in clause 25.12(b)(ii) above - on the sixth Business Day after the date of posting;
 - (iv) if sent by facsimile transmission, on the same date as transmitted if transmitted prior to 4:00pm on a Business Day and if transmitted on a non-Business Day at or after 4:00pm on a Business Day then on the next Business Day; and
- (d) if given by the Lessor, may be signed by the Lessor or a solicitor or agent of the Lessor.

25.13 No moratorium

The provisions of any Law which extends a date for paying money under this Lease or which abrogates, nullifies, postpones or otherwise affects any provision in this Lease shall not apply to limit the terms of this Lease.

25.14 Further assurances

Each party shall execute and do all acts and things necessary to give full force and effect to this Lease.

25.15 Effect of execution

This Lease binds each person who executes it notwithstanding the failure by any other person to execute the Lease.

25.16 Severance

If any part of this Lease is or becomes unenforceable or void or voidable, that part will be severed from this Lease and those parts that are unaffected shall continue to have full force and effect.

25.17 Entire Agreement

This Lease constitutes the entire agreement between the parties and contains all the representations, warranties, covenants and agreements of the parties in relation to the subject matter of this Lease. This Lease supersedes all previous correspondence or documentation relating to the Lessee's leasehold interest in the Leased Premises.

25.18 Termination

Termination does not affect the Lessee's obligation to pay any money which is payable or do any act which is to be done after Termination as provided by this Lease.

25.19 Lease clauses that do not apply

The parties agree that the clauses of this Lease specified in Item 9 of Schedule 1 (if any) do not apply to this Lease.

SCHEDULE 1

Item 1 **Authorised Use**

Golf course and uses reasonably ancillary thereto.

Item 2 **Term and Option for Further Term**

(a) Term

Twenty one (21) years commencing on the Commencement Date and ending on the End Date.

(b) Further Term(s)

Nil

Item 3 **Commencement Date**

1st June 2023

Item 4 **End Date**

30th May 2044

Item 5 **Land and Leased Premises**

(a) Land

Reserve **35920** pursuant to Section 33(2) of the Land Act 1933

(b) Leased Premises

That **part** of the Land hachured on the plan in Annexure "A" to this Lease.

Item 6 **Rent**

The Rent is ONE DOLLAR (\$1.00) per annum with the first payment due on the Commencement Date and each subsequent payment due on each one year anniversary of the Commencement Date.

Item 7 **Lessee's Insurance Obligations**

Without affecting any further insurance to be effected by the Lessee as specified by the Lessor in writing to the Lessee, the Lessee shall effect policies of insurance in respect of:

- (a) public liability insurance for an amount not less than TEN MILLION DOLLARS (\$10,000,000.00) for any one incident or such greater amount as may be specified from time to time by the Lessor;
- (b) employers' indemnity insurance (if applicable) including workers' compensation insurance in respect of all employees of the Lessee employed in or about the Leased Premises;
- (c) the full insurable value on a replacement or reinstatement basis of all plate glass windows and doors forming part of the Leased Premises,

on the terms specified in clause 11 of the Lease.

Item 8 **The Lessor's Fixtures**

The Lessor's Fixtures shall include but not be limited to the following:

Nil

Item 9 **Lease clauses that do not apply**

Not Applicable

SCHEDULE 2 - SPECIAL CONDITIONS

These are the special conditions referred to in clause 23 of the Lease.

All words and expressions used but not defined in these special conditions but which are defined in clause 1 of the main body of the Lease, shall have the same meanings respectively assigned to them in clause 1 of the Lease.

1. All structural improvements on the Leased Premises shall be and shall remain at law the property of the Lessor. The Lessee shall have the sole responsibility for the maintenance, repairs, renewal, use, benefit and enjoyment of the Leased Premises and all structural improvements thereon during the Term of the Lease.
2. The Lessee shall not disturb the surface soil and vegetation in a manner likely to cause erosion. If erosion damage does occur, the Lessee (at its sole cost) shall take remedial action as directed by the Lessor.

ANNEXURE "A"

PLAN WHICH IDENTIFIES LEASED PREMISES





JURIEN BAY RECREATION PRECINCT WORKING GROUP TERMS OF REFERENCE

These Terms of Reference set out the operating guidelines for the Jurien Bay Recreation Precinct Working Group, including the purpose, structure and responsibilities of the group's members established by Council.

PURPOSE, SCOPE AND OBJECTIVES

The purpose of the Jurien Bay Recreation Precinct Working Group is to provide a platform where community representatives provide advice, views and information to Council on matters relating to the development of the Jurien Bay Recreation Precinct Masterplan.

The scope of the working group is to assist the Shire of Dandaragan with the preparation of a Masterplan for the Jurien Bay Recreation Precinct which will guide future redevelopment activities, consider opportunities that strengthen club sustainability and identify new opportunities that address the future needs of the district.

The objectives of the working group are:

- To provide advice and recommendations to Council on the design development and implementation of the Precinct Masterplan including community, cultural, recreational and event infrastructure assets; and
- To draw on local knowledge and enhance community voice in decision-making processes and outcomes related to the development and implementation of the masterplan.

MEMBERSHIP

The working group will consist of:

- A maximum of nine and a minimum of six members all of which are appointed through an Expression of Interest (EOI) process, which will include two Shire of Dandaragan Councillors, as nominated by Council; and
- A Shire Councillor will perform the role of Chair for the working group.
- Shire staff will attend meetings to support the working group and facilitate the administrative processes.

TERM

The forecast term of membership is one year, effective from April 2023, subject to compliance with these Terms of Reference.

If the project, exceeds one year and a significant volume of work remains, another public EOI may be called for by the Shire's community development team. Members may submit another EOI at the end of their term, however priority may be afforded to new applicants in the assessment process to ensure a diversity and evolution of community participation is possible.

The working group and membership will be disbanded on completion of the project.

VACANCY

In the event of a member vacancy, a replacement shall be appointed by the Chief Executive Officer (CEO) by revisiting unsuccessful EOI applications, or by targeting individuals of a particular interest group.

TERMINATION

A member may be removed from the working group if they are absent from three consecutive meetings. Members may also be removed, by decision of the CEO, if they breach these Terms of Reference. The CEO will formally notify the member in writing if their removal is required.

Members may terminate their membership at any time. Notice of membership termination should be provided in writing to the CEO.

DECISION MAKING POWERS OF THE JURIEN BAY RECREATION PRECINCT WORKING GROUP

The working group provides information, advice, and views and, where sought, recommendations to Council. Any information, advice, views and recommendations will be recorded in the minutes. The group has opportunity to influence Council decision-making, however, does not have final decision-making authority over the precinct plan. This remains the function of Council.

ROLES AND RESPONSIBILITIES

Shire of Dandaragan Representatives

Chairperson

- The Chairperson will oversee the coordination of the working group, including:
- Chairing meetings and encouraging active participation from all members;
- Participating in the group's decision making processes; and
- Ensuring that the working group's activities align to the Terms of Reference.

Councillor Representative

- Attend and participate in meetings;
- Support and undertake the role Chairperson if they are absent from the meeting; and
- Adhere to the Terms of Reference.

Shire CEO:

- Provides regular updates to Council on the outcomes, views, and advice of the working group;
- Provides a relevant officer(s) in an 'advisor' role; and
- Provide an officer in an administration support role for creation of agendas, business papers and minutes.

Other Community Members

- Represent community views and provide information and advice to the working group on items related to the Group's purpose, scope, and objectives; and
- Adhere to the Terms of Reference.

MEETINGS

FREQUENCY

The working group will hold meetings, scheduled in consultation with the Shire's architect, for approximately two hours each time. Depending on the agenda and discussion, meeting run times may be shortened or lengthened at the direction of the Chairperson.

A quorum for each meeting will be 50% + 1 of the members appointed.

AGENDAS AND MINUTES

The Shire's administration team will prepare the agenda and circulate to the group. Each agenda will incorporate a standing agenda item called 'Declaration of potential or actual conflicts of interest' and require members to declare any conflicts of interest they may have, including conflicts of interest with any particular agenda item/s or issue/s to be discussed at the meeting. Members of the working group can also request items be added to the agenda.

Members will deliberate based on the set agenda items. Shire staff will aim to circulate the agenda and any accompanying documents to members at least one week prior to the meeting. Minutes will be recorded and will be circulated to members and the CEO within two weeks of the meeting. The final minutes will be uploaded onto the Shire website.

VOTING

Each working group member shall be entitled to one vote in respect to any advice or recommendations of the group. The working group shall aim to make decisions by consensus when possible, otherwise the decision of the group shall be by the majority of votes cast in favour.

In the case where a majority vote cannot be reached, the matter will be referred to the CEO who may provide additional information, for a revote to be held. If a decision is not forthcoming, the matter will be determined by Council.

INFORMATION

Members will not use any information disclosed at meetings for personal purposes or gains for either themselves or others (e.g. financial gains) and maintain confidentiality of any confidential information provided.

RECORD-KEEPING

The Shire of Dandaragan will manage record keeping of the group's activities in Shire's internal records management system, including:

- Member details – as provided on the EOI application (personal details will be managed confidentially, in accordance with Council's privacy standards);
- EOI applications and other selection process documentation;
- Register of when meetings were held;
- Terms of Reference;
- Agendas and minutes for each meeting; and
- Any other related correspondence or information.

DISCLOSURE

The following information will be published on Shire's public website:

- Names of the members;
- Terms of Reference; and
- Agendas and minutes of each meeting.

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Sport and Recreation

**Jurien Bay Recreation Precinct Discussion
Paper**

April 2023

Introduction and Executive Summary

The Jurien Bay Recreation Precinct is situated on Bashford Street and 19th Avenue in the north-eastern part of Jurien Bay and offers a range of sporting facilities for use by clubs, schools and the community. The facility currently caters for a wide range of ball sports, social amenities, clubs, and overnight camping (overflow).

The first Master Plan for the Jurien Bay Recreation Precinct was created in 1971 however the built form of the site has departed from this design responding to community requirements and demand for facilities over the years. The Shire of Dandaragan Sport and Recreation Plan 2022 and subsequent Implementation Plan identified the master planning of the precinct as a high priority along with the Shire's other townsite recreation precincts.

Project Aim

The aim of this project is:

- To provide a long-term vision for the Recreation Precinct,
- Identifying what the site should look like and how it should function into the future.
- Explore opportunities for collocation in any facility redevelopment projects.

The master plan takes a medium-long view and guides future sports and active recreation infrastructure development and investment both by Council and the clubs through grant applications or club capital investments.

Project Scope

The Jurien Bay Recreation Precinct Master Plan is to consider:

- The Shire of Dandaragan Sport and Recreation Plan's Key Principles;
- The current configuration, capacity, usage, and functionality of the Recreation Precinct;
- The general community (especially the surrounding residents) expectations and needs;
- The needs across various sports and recreation users, including current and future tenants;
- Emerging trends and issues;
- Catchment areas and population demographic demands (present and future);
- Car parking and traffic movement / management requirements;
- Relevant planning constraints and opportunities, including environmental, land zonings, DA requirements etc;
- Current and proposed tenure arrangements;
- Opportunities for sustainable facility outcomes;
- The realities of the economic, social, environmental and legislative context of the time; and
- Grant opportunities for the implementation and funding of recommendations.

Master Plan Development Approach



Key Directions

The following key directions are presented to guide public engagement for the Jurien Bay Recreation Precinct Masterplan development project:

- 1) The Jurien Sport and Recreation Centre has a number of significant building components that are in need of renewal or modernisation to current facility standards. In addition, the facility has a high degree of utilisation that is likely to require expansion in some areas over the medium-long term.
- 2) A broad discussion on the pathways and merits of collocating clubhouse facilities is required. Collocation is a key direction of the State Government and will influence funding decisions from all levels of government.

At present there is significant duplication of facilities and amenities within the recreation reserve that will require renewal in coming years. A resolution on collocation presents a key hurdle for progressing any major redevelopment of the Jurien Sport and Recreation Centre.

- 3) There is an imminent need to relocate the tennis court facility and improve the current outdoor netball / basketball courts.
- 4) A pathway for a standalone hockey field as an opportunity for facility enhancement is required, which may include self-funded and/or self-managed options.

1.0 BACKGROUND RESEARCH

1.1 Literature Review

During the development of the Shire's Sport and Recreation Plan a detailed literature review was undertaken to evaluate the current policy setting, trends and opportunities for investments in community sporting infrastructure. A detailed overview has been provided as an appendix to this document.




Literature Review Key Points

- Financial viability is critical in managing and maintaining the extent of sport and recreation infrastructure within the Shire.
- Current committed expenditure by the Shire is extensive and a heavy reliance in future will be placed on attracting grant and other external funding. In addition, there is an expectation that the community groups will need to contribute through fundraising locally.
- There must be capacity to fund not only the capital construction cost but an ongoing ability to fund operational, maintenance, and future renewal costs to ensure the required level of service to the facility can be maintained over the whole of life of the asset
- There are significant changes in the advice and guidance provided by the sport industry which will necessitate sporting infrastructure being upgraded. Due to the financial constraints this will need to be undertaken in a realistic phased / staged manner.
- It is evident that each Town [in the Shire] has a significant level of community sport and recreation infrastructure which acts as a social meeting point and provides significant value in maintaining a socially connected community.
- Given the gradually ageing community referenced in a number of Shire documents, there will be a greater need to address accessibility and address stated obligations in the DAIP and Age Friendly Community Plan.
- Notwithstanding the ageing community, there is still a large young family cohort and youth which need to be provided for. Recent investment in the skating infrastructure at Jurien Bay will address some of these needs, but there are also highlighted deficiencies in other areas.
- Current policies adopted by the Shire explain the need for contributions and the effective management of assets. It is not evident however whether, at this stage the clubs and organisations have the financial capability and volunteer resources / skills to sustain current services without significant input and assistance from the Shire.
- The importance of tourism and events has been referenced across a number of documents as being critical to the future economic prosperity of the Towns. Consideration will need to be given to the potential role sport and recreation infrastructure has in contributing to the economy and in particular attracting workers / families to support the agricultural /aquaculture sector economic growth.
- The Jurien Bay Growth Plan has identified that when a population of 2,500 threshold is reached the development of a hockey field is required. When the population threshold reaches 5,000 an additional football field, hockey field, basketball court and bowling green will be required.

1.2 Population Demographics

Current and Projected Population

The estimated resident population of the Jurien Bay area as at 30 June 2021 was 1,985 persons up from 1,761 persons in 2016 (↑224). It is noted that the Jurien Sport and Recreation Centre also provides facilities which are used by surrounding communities as well, particularly for netball and basketball.

	People	1,985
	Male	51.3%
	Female	48.7%
	Median age	52
	Families	550
	Average number of children per family	
	for families with children	1.8
	for all households (a)	0.5
	All private dwellings	1,573
	Average number of people per household	2.2
	Median weekly household income	\$1,187
	Median monthly mortgage repayments	\$1,625
	Median weekly rent (b)	\$320
	Average number of motor vehicles per dwelling	2

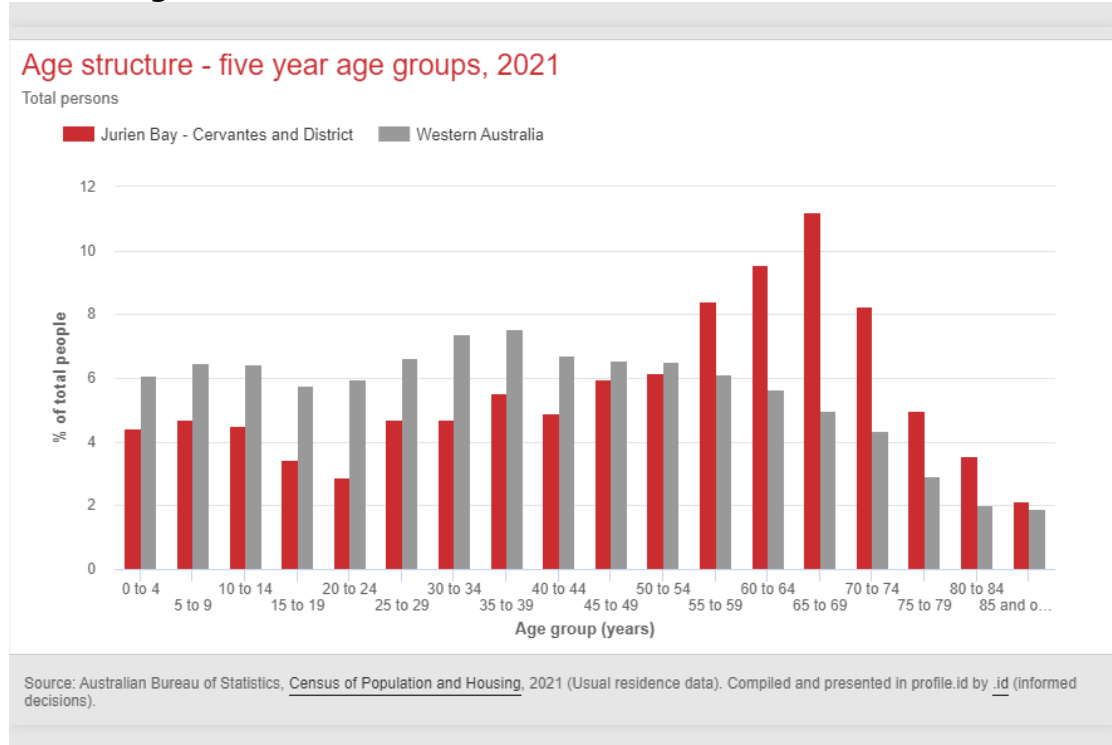
Source: <https://abs.gov.au/census/find-census-data/quickstats/2016/SSC50700>

Utilising the WA Planning Commission's Tomorrow projections under Band C, the population is expected to continue to grow by 1.5% annually reaching approximately 2310 persons by 2031.

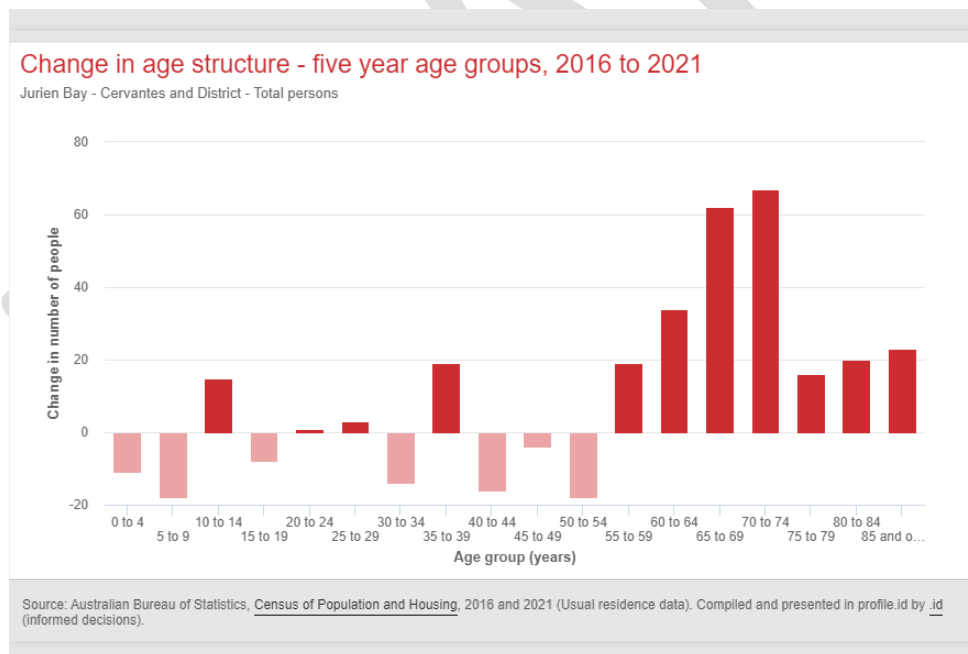
Age Distribution

The median age of the Jurien Bay / Cervantes area as at 30 June 2021 was 53 years, which has increased from 49 years in 2016. The age projections estimate that this pattern will continue.

Current Age Distribution



Recent Trends



Dominant groups

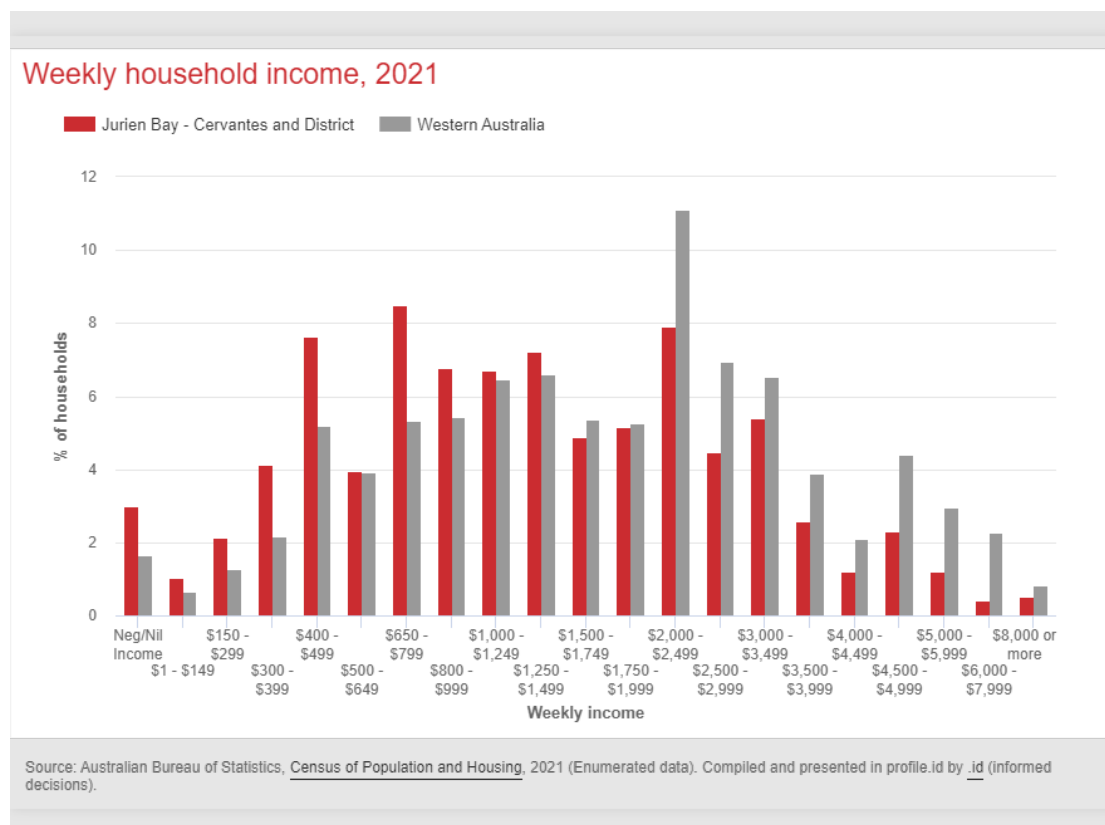
Analysis of the five year age groups of Jurien Bay - Cervantes and District in 2021 compared to Western Australia shows that there was a lower proportion of people in the younger age groups (under 15) and a higher proportion of people in the older age groups (65+).

Overall, 13.6% of the population was aged between 0 and 15, and 30.1% were aged 65 years and over, compared with 19.0% and 16.1% respectively for Western Australia.

The major differences between the age structure of Jurien Bay - Cervantes and District and Western Australia were:

- A larger percentage of persons aged 65 to 69 (11.2% compared to 5.0%)
- A larger percentage of persons aged 70 to 74 (8.3% compared to 4.3%)
- A larger percentage of persons aged 60 to 64 (9.5% compared to 5.7%)
- A smaller percentage of persons aged 20 to 24 (2.9% compared to 6.0%)

Weekly Household Income



This lower than state average weekly household income (\$1,201 pw) is also a contributing factor to the Jurien Bay / Cervantes area’s higher level of socio-economic disadvantage as shown in the comparison below.

Index of Relative Socio-economic Advantage and Disadvantage

Shire of Dandaragan's small areas and benchmark areas		
Area	2016 index	Percentile
Dandaragan and District	1,031.0	72
Western Australia	1,015.0	64
Australia	1,003.1	57
Shire of Dandaragan	983.0	44
Jurien Bay - Cervantes and District	968.1	37
Regional WA	965.0	35

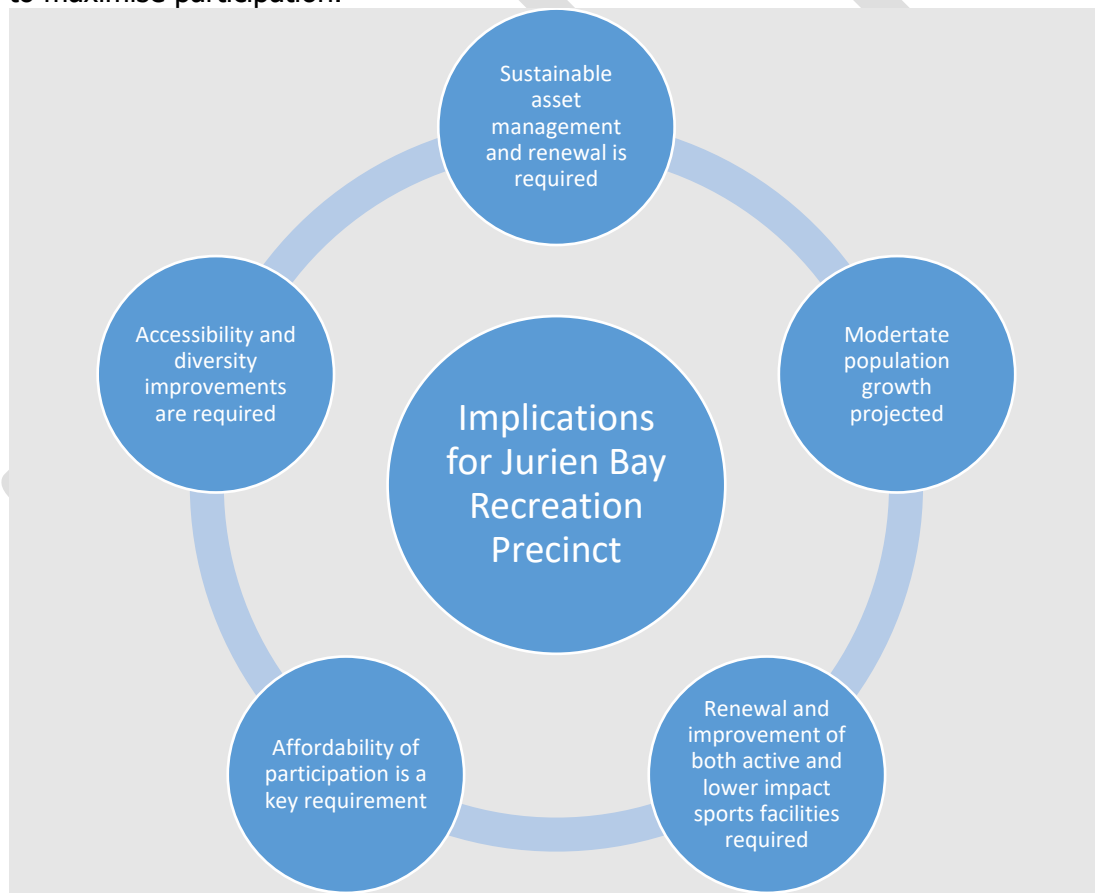
Demographic Implications

The Jurien Bay area is expected to experience relatively small population growth to 2310 (additional 325 persons). Over time, this may increase the burden on existing sport and recreation facilities within the Council area.

The local population is ageing with this trend expected to continue. This suggests that there will be an increasing need for sport and recreation activities to meet the needs of middle aged and ageing adults (gentle exercise, walking, non-impact/contact sports, modified sport). Further, universal accessibility to all facility infrastructure will become increasingly important.

Despite the ageing population, the consistent growth in school numbers at the Jurien Bay District High School indicates that participation in structured junior sport and recreation is likely to remain and there will continue to be a need to provide formal sport and recreation opportunities for these age cohorts.

The household income profile for the Jurien Bay area suggests a likely higher degree of price sensitivity. Sport and recreation opportunities will therefore need to be affordable to maximise participation.



2.0 Site Context and Current Facilities

The Jurien Bay Recreation Precinct is accessed from Bashford Street and 19th Avenue, Jurien Bay. The precinct is comprised of two reserves as shown below:

Reserve	Primary Facilities	Access / Tenure Arrangements	Reserve Size
R 31884	<ul style="list-style-type: none"> Jurien Sport and Recreation Centre Jurien Bowling Club Jurien Bay Community Men's Shed Jurien Bay RSL (Under development) Outdoor Netball / Basketball courts and Sporting Oval 	<ul style="list-style-type: none"> Management agreement Exclusive lease Exclusive lease Exclusive lease Facility hire / Open to public 	37.3655ha
R 38590	Jurien Bay Golf Club	<ul style="list-style-type: none"> Exclusive lease 	48.3820 ha

The Jurien Bay Recreation Precinct is located immediately northeast of the town centre, within close proximity for pedestrian access.



Aerial overview

Independent Facilities Assessment

The following information was provided in the Dandaragan Sport and Recreation report authored by Dave Lanfear Consulting in 2019. While there have been some minor changes to facility use and improvements it provides a succinct overview of the existing level and quality of facilities provision at the recreation precinct.

Facility	Functionality	Implications and Facility Requirements
Jurien Bowling Club	<ul style="list-style-type: none"> The bowling club is a separate facility with function space which potentially provides direct competition to other function areas associated with the recreation centre and golf club. This facility is wholly maintained and managed by the Bowling Club under an exclusive lease from the Shire. Its future as a stand-alone facility should be reviewed in accordance with a masterplan for the recreation precinct which is dominated by the development of ad hoc infrastructure and inefficient use of space. With an ageing community the relevance of bowls is important for both competitive and social activities but the income required to be generated to manage, maintain and replace two synthetic bowling greens is extensive. 	<p>Feedback from the club indicates the unsurfaced car parking needs to be maintained in the short term to reduce nuisance dust impacting the Bowling and Golf clubs.</p> <p>Long term the development of a masterplan for the recreation precinct should be undertaken (see reference below) and this will address the car park issues.</p>
Jurien Sport and Recreation Centre (JSRC)	<ul style="list-style-type: none"> The JSRC has a reception foyer with a strong welcoming entry point off the main driveway into the site. While set back from the road it is sufficiently prominent and well signposted to attract users in. Adjacent to the site entry are bike racks and a BBQ area located behind a brick wall with good extended views over the oval. The foyer provides an entry point for all activity areas with a reception desk and office and meeting room behind. To the left of the main entry is a function room with dance floor serviced by the adjacent kitchen and servery. The function space is light and inviting although some of the infrastructure is dated. There are honours boards present recognising the football club. The kitchen is of a good quality commercial nature with extensive food preparation areas, dishwasher, sinks and extensive storage. The bar area and cool room, while ageing is functional and provides a high level of access. The sports hall has parquet flooring and capability of a range of indoor sporting opportunities with a multi-marked floor. The hall has a projector screen and mobile stage for performances. The storage is divided into 5 for the netball, table tennis, basketball, dance and table/chairs equipment and is on the western side of the hall. This area is effectively utilised and monitored to ensure access for all user groups is permissible. Change rooms are on the eastern side facing the oval and are basic in nature although have received upgrades in recent times to improve the tiling, fixtures and fittings. It houses female change rooms (3 toilets, 3 showers), umpire's room (1 shower, 1 toilet), first aid room and male change rooms (urinal, 3 toilets, 6 showers), plus 5 showers for the home side. 	<p>It is evident that the functionality of the facility and broader precinct is compromised by a series of ad hoc developments which create a high level of inefficiency. Master planned sites maximise efficient and multiple uses of indoor and outdoor facilities by a broad range of users. In addition, there are a number of critical issues which need to be resolved in respect of the JSRC. These include:</p> <ul style="list-style-type: none"> Review and modify the JSRC AFL 'clubrooms' and ensure bar licencing, setup and operations are compliant and manageable. Consider increased sport and events uses of the oval to maximise opportunities for community sport and recreation on the sports grounds. <p>These are short term considerations pending the development of a site master plan which should seek to bring together all building,</p>

Facility	Functionality	Implications and Facility Requirements
	<ul style="list-style-type: none"> The change room side of the building is the original section built by the Jurien Bay Football club and has undergone some LED lighting and ablution upgrades. The shower room opens to a room at the end of the building which opens onto the sports hall at one end and the veranda at the other. The way in which the storage area servicing football is utilised is ad hoc and needs to be reviewed. The AFL club have a room dedicated for their use with club paraphernalia and the installation of a bar, fridge, takeaway food warmers, urns etc. The two squash courts which lie on the western side of the building. 	access, parking and court infrastructure (including the bowling club).
Jurien Bay AFL oval and grounds	<ul style="list-style-type: none"> The oval consists of training lights, AFL goals, score board, cricket practice net, player dugouts (recently upgraded) and hockey goals. The quality of the turf and surrounding infrastructure is good. It is a functional oval with excellent viewing for spectators and players from the shaded area with benches extending from the changing infrastructure associated with the JSRC. Play equipment is provided between the oval and netball courts providing slide, climbing and swings for children. The use of the area adjacent for campers and its current alignment with the JSRC is an effective use of resources and ensures a greater presence on site. The overhang shaded area is showing significant signs of rust and requires treatment. 	<p>The functionality of the area and adjacent infrastructure could be enhanced with the development of a master plan which assesses the capability of shared use and co-location of ad hoc infrastructure. While the oval is in a fixed location, the impact of shared infrastructure on re-aligned court space and enhanced changing infrastructure should be considered.</p> <p>Reference is also made to the alignment of the shaded viewing area and potential enhancements to address current maintenance obligations.</p>
Jurien Bay Netball/Basketball Courts	<ul style="list-style-type: none"> The courts provide another example of ad hoc development occurring where a more suitable solution would have been to combine court infrastructure (basketball, tennis and netball). This would ensure the floodlighting, fencing, usage and development of ancillary club infrastructure is provided in a more efficient and cost effective manner. The storage shed adjacent to the netball courts is shared 30:30:30 between AFL, netball and the JCRC, which is a good use of infrastructure but could be enhanced further if other aligned uses were considered. 	<p>As referenced above, in the longer term the Shire should work towards consolidating such infrastructure.</p> <p>This can be undertaken as and when there is a need to replace the current court surfacing.</p>
Jurien Bay Golf Course	<ul style="list-style-type: none"> The club has a relatively high membership base and in comparison, to other townsites, has a more attractive golf course proposition, due in part to the course irrigation. The expansion of the irrigation scheme beginning in 2021, will further enhance the possibility of marketing the facility to an extended member base and visitors. 	Ongoing support in facilitating grant opportunities to extend the service offered on site is likely to be required of the Shire.

Facility	Functionality	Implications and Facility Requirements
	<ul style="list-style-type: none"> This facility is wholly maintained and managed by the Golf Club under an exclusive lease from the Shire. 	

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3.0 Planning for Facility Improvements and Redevelopment

Minimum Level of Service

In 2022 Council adopted the Shire of Dandaragan Sport and Recreation Plan. Within this document a community facility hierarchy and minimum standards of provision were developed to provide guidance in the future provision of number and type of community and sport facilities which are required in order to best meet the needs of the community. This minimum standard is outlined in the infographic below and serves as a foundation for the community to build upon with their own fundraising efforts and project delivery.



4.0 Current Infrastructure Inventory and Demand Gap Analysis

A preliminary demand gap analysis has been extracted from the consultation undertaken during the development of the Shire's Sport and Recreation Plan. The consolidated results and internal assessment provide a picture of the community facilities requirements, gaps and opportunities which will be used in the development of the Jurien Bay Recreation Precinct Masterplan.

Sporting / Facility Descriptor	Population Ratio's (Source: Parks and Leisure WA)	Indicative requirement		Commentary	Gap / Opportunity
		2021 Population 1,985	2033 Population 2,310		
AFL ovals	1:6,000 to 1:8,000 for senior size ovals	1	1	Currently fit for purpose senior oval infrastructure exists in Jurien Bay with training standard lighting recently installed. Junior activities are held on the same ground at an earlier time slot. The turf is maintained by the Shire operations team to a high standard.	
Rugby Union/League	Area/location specific	0	0	Rugby League and Union are generally low participation sports and are unlikely to generate a need within the Shire.	
Soccer pitches	1:4,800 to 6,600 depending on demographics	0	0	It is unlikely that there will be future demand for senior competition, but social games (including juniors) can be provided within the grassed oval without affecting alternative senior sporting use.	
Cricket ovals	1:8,000 – 10,000	0	0	1 Cricket training net is located adjacent to the oval and occasional matches are played on the oval on a drop in synthetic wicket.	
Hockey pitches (Grass or synthetic)	Grass provision to be area/location specific	0	0-1	Hockey is currently played on the main oval prior to senior football matches. A need for a separate dedicated future hockey pitch has been identified by the Jurien Bay Hockey Club to introduce junior matches and cater for different turf requirements for effective playing conditions.	Consider the need / viability of developing a standalone hockey pitch with reasonable proximity to collocated change room facilities.

Sporting / Facility Descriptor	Population Ratio's (Source: Parks and Leisure WA)	Indicative requirement		Commentary	Gap / Opportunity
		2021 Population 1,985	2033 Population 2,310		
				While there is a significant and unfunded expense associated with the development, lighting and management of additional playing turf an appropriate area is available to the south east of the main oval.	
Netball / Basketball Courts (indoor)		1	1-2	The provision of netball and basketball courts (1 indoor and 2 outdoor) is in excess of the indicative requirement for public facilities benchmarks. Basketball (from sub-juniors to seniors) is currently held 1 day per week to respond to volunteer availability and the courts are at full capacity.	Consider the medium - long-term viability of an additional indoor court as part of a facility redevelopment project.
Netball / Basketball Courts (outdoor)	1:3,000 – 4,000 (outdoor)	2	2	<p>The indoor facility has a distinct all weather advantage and is the preferred solution for all players however the associated additional cost of a second court requires justification and a supporting cost / benefit analysis.</p> <p>The current outdoor courts have narrow runoff areas, no external fencing and following rainfall there is pooling evident on the surface which can impact playability.</p>	Redevelop the current outdoor courts to meet multi-court standards including fencing and reconstructing court aprons.
Tennis (hard courts / synthetic courts)	1:15,000 (District)	2 court facility	2-3 new multi-court facility	<p>The provision of tennis infrastructure within Jurien Bay has recently been reduced by the RSL Club and Museum development.</p> <p>To maximise collocation benefits a relocation of tennis court facilities should be undertaken to combine with the outdoor basketball and netball courts.</p> <p>Consideration should also be given to including indoor tennis line marking in any future indoor facility redevelopment projects.</p>	Decommission all old courts and centralise tennis activities to the new multi-courts.

Sporting / Facility Descriptor	Population Ratio's (Source: Parks and Leisure WA)	Indicative requirement		Commentary	Gap / Opportunity
		2021 Population 1,985	2033 Population 2,310		
Table Tennis, Badminton		1	1	Table tennis is currently undertaken within the main indoor recreation facility. This is currently fit for purpose.	
Lawn Bowls	1:35,000 to 50,000 (District)	2	2	<p>While the current infrastructure for lawn bowls exceeds the indicative PLWA demand the bowling green facilities are well utilised and cater for club numbers in the local competitions and corporate bowls events.</p> <p>The current infrastructure is generally well aligned to the town's older demographic.</p> <p>Participation in bowls and membership levels of clubs are gradually diminishing throughout the state and the ability to sustain the current extent of clubhouse infrastructure will require ongoing review.</p> <p>Shared use of clubhouse amenities are a long-term aspiration of the Shire to support reducing the number of stand-alone sporting facilities and given the bowling green's proximity to the JSRC this should be explored as part of the master planning process.</p>	Explore cost-benefit of medium-long term collocation of clubhouse and car parking facilities with the JSRC.
Golf	Area/location specific	1	1	<p>The Jurien Bay Country Golf club has a relatively high membership base and in comparison, to other townsites, has a more attractive golf course proposition, primary due to the course irrigation which increases the quality and playability of the course. The club has also demonstrated the relatively high volunteer capacity to maintain the facility.</p> <p>Shared use of clubhouse amenities are a long-term aspiration of the Shire to support reducing the number of stand-alone sporting facilities and given the course's proximity to the JSRC this should be explored as part of the master planning process.</p>	Explore cost-benefit of medium-long term collocation of clubhouse and car parking facilities with the JSRC.

Sporting / Facility Descriptor	Population Ratio's (Source: Parks and Leisure WA)	Indicative requirement		Commentary	Gap / Opportunity
		2021 Population 1,985	2033 Population 2,310		
Local Government Aquatic Facilities indoor/Outdoor (various configurations)	1:30,000 (25m and leisure pool) – Neighbourhood	0-1		<p>The provision of aquatic space (an outdoor seasonal pool) is the most cost effective mechanism of providing for lap and learn to swim opportunities for a small population.</p> <p>While provision exists within small population centres in regional WA the cost of managing and effectively maintaining the infrastructure is generally cost prohibitive, due to the low ratepayer base.</p> <p>Indicative costs for an outdoor unheated facility are \$6M in capital works and \$500k of annual operations expenditure depending on open season length. The Jurien Bay Growth Plan identifies an aquatic facility as a necessary infrastructure element when the population threshold reaches 20,000.</p>	<p>A detailed business case is required to fully understand the cost implications of an aquatic facility.</p> <p>Consideration of a potential location within the recreation precinct could be undertaken as part of the Masterplan process.</p>
Men's Shed / Women's Shed	No defined standard (size of between 200m ² and 1,000m ²)	1	1	The recently constructed standalone Jurien Bay facility adjacent to the sports grounds has 500m ² floor space, separate woodwork and metal work areas, meeting and storage room. The lease arrangement in place demonstrates that a group can have exclusivity over a facility providing they meet the lifecycle asset management costs without further financial input from the Shire.	
Centralised Jurien Sport and Recreation Centre Facility					
Central gender diverse multi-purpose Change Rooms (JSRC)	N/A	3	4	The current change rooms cater for 2 mens teams and 1 shared women's team which often leaves women changing in ablution cubicles or going without showers after sports. This is below the desired standard of facility provision, particularly for women's equity.	

Sporting / Facility Descriptor	Population Ratio's (Source: Parks and Leisure WA)	Indicative requirement		Commentary	Gap / Opportunity
		2021 Population 1,985	2033 Population 2,310		
				The plumbing and septic services to these facilities struggle to meet capacity demands on match days and major events and regular failures of septic and drainage systems are experienced.	Given the ad hoc and sequential development of the Jurien Sport and Recreation Centre of which a number of significant components are due for major renewal or are no longer fit for purpose, Council and the broader community will need to consider the timeframe and scope for redevelopment of this facility.
Non-exclusive function room / public event space and associated commercial kitchen / serveries / ablutions (JSRC)	N/A	1	1	The function room is currently fit for purpose. Kitchen facilities are adequate however many components are nearing end of service life. Ablution facilities are dated and experience capacity issues on major events.	Redevelopment consideration will need to consider the opportunities and built form of any club collocation, future population forecasts, funding arrangements and contemporary asset sustainability principles.
Aerobics/Fitness/ Gym or indoor personal training / multi-use hire space (Local Government provided)	To be developed as an integral part of a district or regional leisure facility.	Local Need	Local Need	In Jurien Bay, a commercial gym is already established. The JSRC currently hosts a number of private personal trainer's running specific programs.	
Separate function area for Club activities, members bar and presentations	N/A	1	1	The Jurien Bay Football Club currently have a standalone bar and function facility at the southern end of the facility. While it meets current needs it is constrained in terms of size and would benefit from redesign.	
Umpires change room facilities	N/A	1	1	1 umpires change room is provided within the facility. The room while functional is dated and would benefit from refurbishment.	

Sporting / Facility Descriptor	Population Ratio's (Source: Parks and Leisure WA)	Indicative requirement		Commentary	Gap / Opportunity
		2021 Population 1,985	2033 Population 2,310		
External covered viewing area	N/A	1	1	The eastern viewing verandah is in need of structural replacement due to rust and compromised gutter drainage.	Given the ad hoc and sequential development of the Jurien Sport and Recreation Centre of which a number of significant components are due for major renewal or are no longer fit for purpose, Council and the broader community will need to consider the timeframe and scope for redevelopment of this facility. Redevelopment consideration will need to consider the opportunities and built form of any club collocation, future population forecasts, funding arrangements and contemporary asset sustainability principles.
Internal storage space for regular facility hirers	N/A	1	1	Internal storage space is adequate for current facility users.	
Temporary stage	N/A	1	1	A new stage was recently purposed for the main indoor court floor area.	
Facility manager's office	N/A	1	1	A repurposed storage room is currently utilised for the facility manager's office. It has no external lighting and inadequate ventilation.	
Squash	N/A	1	1	1 of 2 squash courts are currently available after one court was repurposed as a personal training room.	

5.0 Collocated Facilities

A key direction from State and Federal Governments is the collocation of sporting facilities to maximise asset utilisation and support the creation of vibrant community hubs, particularly in regional areas. There is already a degree of collocation at the Jurien Sport and Recreation Centre however, given the close proximity of the Bowling Club and Golf Club clubhouses there is further opportunity for consolidation of building assets if broad support from the clubs and community is forthcoming.

Collocating sporting facilities, or locating multiple sports facilities in the same general area, can offer several benefits. Some potential advantages of collocating sporting facilities include:

1. **Shared infrastructure:** When multiple sports facilities are located in the same area, they can share infrastructure such as parking facilities, access roads, and utilities. This can reduce construction costs and improve efficiency.
2. **Improved community engagement:** Sporting facilities can help build a sense of community, and by collocating facilities, you can create a hub for sports and recreation that attracts people from across the area. This can foster greater community engagement and a more active and healthy population.
3. **Increased usage:** By offering a range of sporting facilities in one area, a facility can attract a broader range of participants and spectators. For example, a sports complex that includes a gym, a pool, and ball sports infrastructure may draw people who are interested in different types of exercise.
4. **Economies of scale:** Collocating sporting facilities can allow for economies of scale in terms of management, maintenance, volunteer workloads and other operational costs.
5. **Greater revenue potential:** With more facilities in the area, you may be able to generate more revenue through events and tournaments. For example, a sports complex that includes a AFL facilities, bowling facilities, and basketball courts could host a range of events throughout the year, bringing in revenue from admission fees, advertising, and sponsorships.
6. **Funding maximisation:** Collocated facilities have a demonstrated history of attracting significant funding from Federal and State Governments that may assist the local clubs renew their current facilities with a reduced financial burden on members.

Overall, collocating sporting facilities can offer a range of benefits that can improve efficiency, attract more users, increase revenue, and strengthen community ties.

While collocation of all clubs can be seen as a desirable outcome a number of factors present as barriers for progress in this direction, including:

1. The bowls and golf clubs have demonstrated their capacity to operate independently, operating with their own distinct identity and club rules and continued growth in population may make these sporting clubs more sustainable into the future warranting the standalone facilities.
2. Profits earned from kitchen services, function area hire and bar facilities are an important revenue source for all clubs and an agreeable profit distribution solution would need to be determined.
3. The existing golf club and bowling club buildings are still structurally sound and located in premium viewing positions for their respective sports facilities.

6.0 Key Directions

The following key directions are presented to guide public engagement for the Jurien Bay Recreation Precinct Masterplan development project:

- 1) The Jurien Sport and Recreation Centre has a number of significant building components that are in need of renewal or modernisation to current facility standards. In addition, the facility has a high degree of utilisation that is likely to require expansion in some areas over the medium-long term.
- 2) A broad discussion on the pathways and merits of collocating clubhouse facilities is required. Collocation is a key direction of the State Government and will influence funding decisions from all levels of government.

At present there is significant duplication of facilities and amenities within the recreation reserve that will require renewal in coming years. A resolution on collocation presents a key hurdle for progressing any major redevelopment of the Jurien Sport and Recreation Centre.

- 3) There is an imminent need to relocate the tennis court facility and improve the current outdoor netball / basketball courts.
- 4) A pathway for a standalone hockey field as an opportunity for facility enhancement is required, which may include self-funded and/or self-managed options.

7.0 Appendix 1 – Literature Review Extract from Shire of Dandaragan Sport and Recreation Report – D Lanfear 2019.

7.1 Local Government Direction

Table 1 below identifies other documentation produced by the Shire which inform the Planning and Reporting Framework. Reference is made to the documents and key considerations for the Sport and Recreation Plan

Table 1: Relevant Shire of Dandaragan documentation, policies and plans

Document	Key Considerations
Local Planning Strategy (LPS) 2019 Local Planning Scheme 7	The LPS sets out a vision for next 10-15 years with relevant action including the provision of appropriate community infrastructure to facilitate staged growth. In Cervantes and Jurien Bay, it advocates encouraging walking and cycling and ensure that structure planning incorporates an integrated and safe network of paths. The development of plans to improve the quality of public spaces within settlements is also referenced.
Youth Plan 2019-2024	It is important to ensure new and existing infrastructure is developed with an understanding of the interests, issues, needs and safety of young people. The design development of the Jurien Bay skate facility was undertaken by consultants and local youth
Shire of Dandaragan Age Friendly Community Plan (2016)	The plan sets out the Shire's commitment to developing an Age Friendly Community. The Shire is to provide facilities and recreation services that contribute to the social and physical wellbeing of older community members by: <ul style="list-style-type: none"> • Holding events in the recreation centre, • Maximizing opportunities for new and improved culture and arts facilities • A strong focus on connecting youth and older persons. • Facilitate opportunities for collaboration between seniors, sports and community groups.
Disability Access and Inclusion Plan 2016-2020 (DAIP)	The DAIP aims to improve access for all. Key considerations include: <ul style="list-style-type: none"> • Ensure that events are accessible to people with disability. • Ensure ACROD parking meets the requirements of people with disability in terms of quantity and location. • Ensure all building and facilities meet the standards for access and other needs. • Ensure that disabled facilities and services are clearly indicated and accessible. • Ensure that recreational areas are accessible.
Dandaragan Economic and Tourism Development Strategy 2020	The plan identifies key issues and risks for the Shire as low population growth, an ageing population, volatile economic growth and seasonal economy, and an economy reliant on agriculture, rock lobsters and tourism. One of the key recommendations is improved and coordinated marketing and promotion of places, events and activities to attract visitors. The strategy also referenced the requirement to seek state and federal funding for infrastructure investment, particularly for the foreshore, marina and airport developments and for community infrastructure

Document	Key Considerations
Asset Management Plans – Property Asset Management and Recreation Asset Management (Parts 1 and 2) October 2019	The Shire currently has responsibility for planning, maintenance, renewal and upgrade of approximately \$30M worth of Community Buildings and Facilities. This is in addition to roads, paths, drainage network, parks and car parks, plant and equipment and land assets. Policy 3.4 C-3AM04 – Asset Management sets out the Shire's commitment to providing appropriate levels of service through the Asset Management Strategy and Asset Management Plans.
Policy 3.4 - C-3AM04 - Asset Management	The policy states the Shire is committed to providing and managing assets that support the delivery of services in line with the Strategic Community Plan.
Policy C-3SSL03 – Self Supporting Loans	Groups within the community may apply to the Shire for funds for capital projects. If successful they will enter into an agreement with the Shire on the terms of repayment of the loan. This has been applied for a number of sport and recreation facility capital works projects.
Policy 5.1 C-5CG01 – Community Grants	Council allocates 0.5% of the gross rates income to community organisations and individuals to assist with programs and activities, events and services delivered by community groups. Grants in partnership with Tronox are offered through the "Tronox Management and Shire of Dandaragan Community Sporting and Recreational Facilities Fund". The funds are to be used to provide or improve sporting and recreational facilities and to improve items of durable equipment.
Policy 5.4 C-5PMMCC04 - Provision Management and Maintenance of Community Centres	This policy relates to the four town community recreation centres and responsibilities for their management by the Community Centre Management Committees and the Shire. Works in addition to the Shire's programmed works are to be funded by the CRC management committees, other than through the Shire's Community Grants and Tronox funding programs.
Management Committees Information Resource Manual 2014	The information resource establishes key principles and operational obligations of the Management Committees. It lays out all of the risks and governance requirements which if fully adopted, should minimise both the financial and asset management risk. The key requirements require the Committees to provide an open and equitable service on behalf of the community.
Policy 6.1 - C-6SRF01 - Sport and Recreation Funding	The Shire will fund capital infrastructure for sport and recreation facilities and non-consumable sport and recreation equipment. Applications are made annually for projects greater than \$40,000 and must include a successful CSRFF application and a minimum 1/6 cash contribution by the community group.
Policy 6.2 - C-6R02 – Reserves	The policy provides guidance on use and leasing of Shire reserves and includes key lease agreement requirements. Usually, a 21 year peppercorn lease will apply, and the lessee is responsible for all maintenance and care.

7.2 State Government Direction

The key outputs relative to the delivery of sport and recreation investments from the state government documents are referenced in Table 2 below:

Table 2: Key State Government documentation - Key Themes

State Government Direction	State Government Themes
Community Sporting and Recreation Facilities Fund (CSRFF)	<p>The CSRFF program is committed to achieving effective use of funds through improved planning, design and management of sport and recreation facilities.</p> <p>Three key elements of sustainability are incorporated in the planning process of sporting infrastructure. These include:</p> <p>Social sustainability – contribution to developing social capital and capacity building.</p> <p>Economic sustainability – elements of organisational and financial sustainability.</p> <p>Environmental sustainability – responsiveness to water conservation, energy efficiency and waste minimisation.</p>
Public and private investment in social infrastructure (community facilities) is seen as essential and requires creative approaches and partnerships.	Diverse cultural hubs can be created around sports and sport venues and improved commercial opportunities reduce risk related to resourcing.
<p>Common sport and recreation provision considerations are:</p> <ul style="list-style-type: none"> • Take a regional approach to sport and recreation planning. • Consolidate facilities in towns. • Share facilities with other Shire's to avoid duplication. • Consider multi-use and co-location of facilities. • Link and promote places and activities. • Attract major high quality events to the region. • Plan and implement quality asset management. 	<p>Increasing facility standards brought about by international and national sporting organisations, leads to increased customer expectations and cost legacies.</p> <p>These changes may be to facilitate alternative sporting formats, digital technology, upgraded playing surfaces and lighting, demand for indoor facilities, spectator and club infrastructure, diversification of participation (age, gender, disability, cultural, etc.), energy and water saving technologies and higher levels of competition</p>
<p>Sport and recreation megatrends:</p> <ul style="list-style-type: none"> • Individualised sport and recreation • Lifestyle, adventure and alternative sports • Multiple benefits of sport • Catering for an ageing population • Participation improves health and wellbeing 	The approach by state government to funding is now moving towards outcome-based assessments. The development of evidence-based outcomes enables alignment with external funding objectives for improved financial sustainability of sports and leveraging facility investment

7.3 Sport Specific Guidelines and Strategic Direction

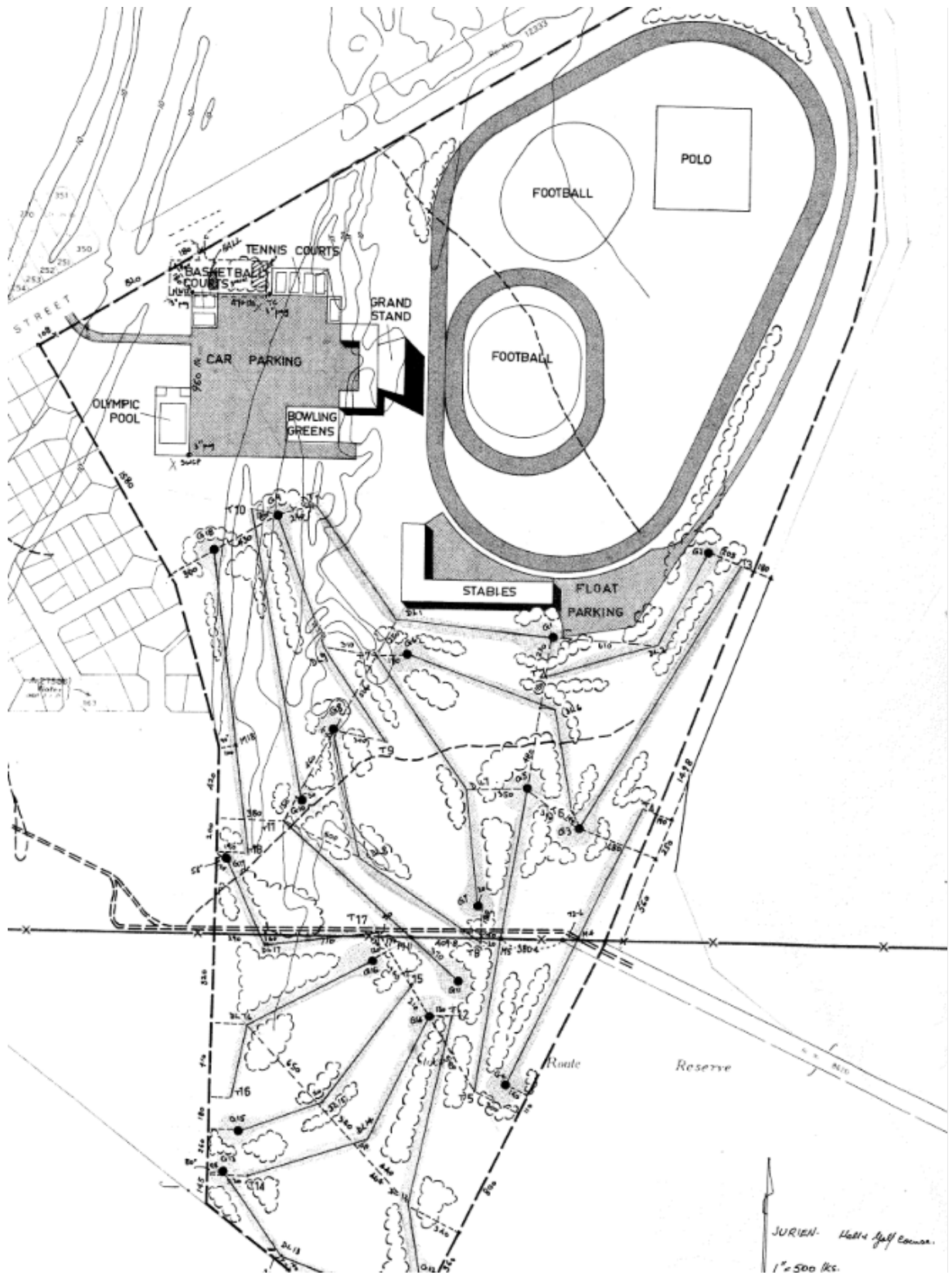
The key outputs relative to the delivery of a Sport and Recreation Plan from the State Sporting Associations published guidelines and strategic documents are referenced in Table 3:

Table 3: Sport Specific Guidelines and Strategic Directions

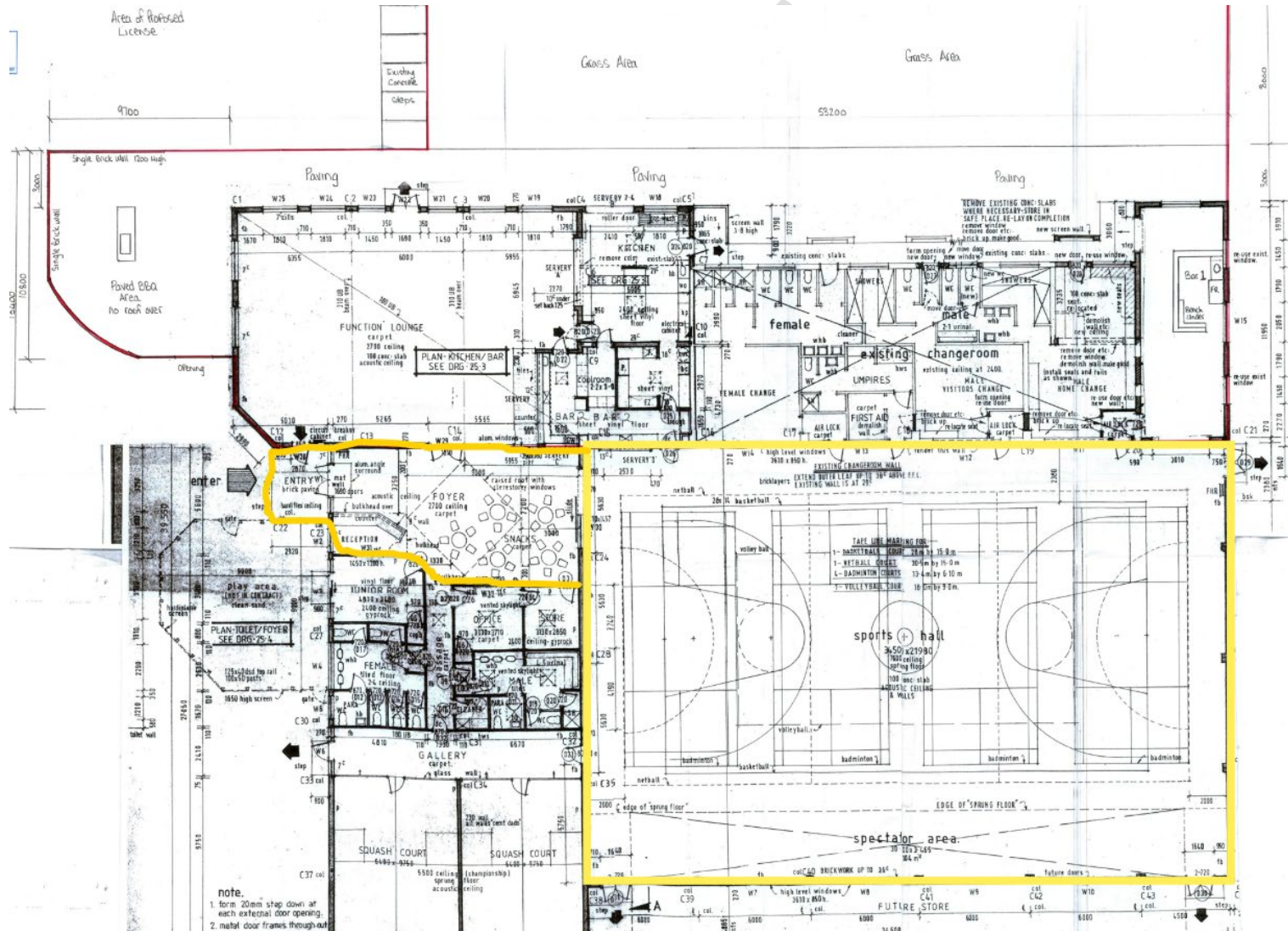
Sport Association Themes	Sport Association Themes
Multi-use and multi-marked indoor and synthetic courts and pitches will provide the broadest	The development of gender diverse changing facilities is critical to the future development of

Sport Association Themes	Sport Association Themes
offering for a range of social and competition sports.	clubs and to address declining participation rates. This is particularly important for areas where women's/girl's participation in sport is gradually on the increase.
Well-developed regional and local path/trail networks provide opportunity for safe passive transport, attract regional events and infrastructure funding.	The AFL Preferred Facility Guidelines and recent publications produced by Cricket Australia provide a useful guide for pavilion and playing field facilities at all levels of competition.
Governance is identified by the key sports as being critical to ensuring effective and efficient management of assets. All focus on establishing strong committee and decision-making structures and robust financial management.	Low carbon building materials and methods, low energy and water saving technologies in facilities are expected for facility upgrades and new builds.
The most critical aspect of club infrastructure and club development is to ensure financial viability. All sports advocate for an effective and efficient governance structure to support the stability and growth at all levels of club development.	It is important to be aware of asset management obligations and the ever changing compliance requirements. As these alter, clubs and organisations need to adapt and address any shortcomings where possible.

8.0 Appendix 2 – 1971 Masterplan



9.0 Appendix 2 – Jurien Sport and Recreation Centre Floorplan





**Shire of Dandaragan
Cervantes - Sport and
Recreation Master Plan**

Needs Assessment Report

DISTRIBUTION SCHEDULE				
Version No.	Date	Distribution	Comment	Reference
Versions 1.0-1.10	25/04/2022	CGS Internal for review	Internal draft circulation	Cervantes – Sport and Recreation Master plan Needs Assessment Report V 1.10
Version 2.0	25/04/2022	Shire	Draft for feedback	Cervantes – Sport and Recreation Master plan Needs Assessment Report V 2.0
Version 2.1	10/06/2022	SAhire	Minor changes	Cervantes – Sport and Recreation Master plan Needs Assessment Report V 2.1

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Views expressed by participants within the engagement section are their own and may or may not reflect those of the Shire and Authors in each instance.

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1.0 Executive Summary

MCG Architects and Consulting Great Southern (CGS) have been engaged to prepare a Sport and Recreation master plan for Cervantes.

Project deliverables include:

- 1) Master plan drawings visually depicting proposed facilities (Master plan);
- 2) High level costing of proposed facilities (Master plan Costings); and
- 3) An accompanying document outlining the results of engagement, how needs were considered and how the master plan was developed (this Needs Assessment).

Methodology for preparation of the master plan included five steps detailed in figure 1.

The needs assessment is intended to:

- Document the process for consideration and rationale for the preferred option;
- Be utilised during development of feasibility study / business case assessment and other further project development prior to design, funding and construction of master plan project elements; and
- Be included in future funding application as evidence of master plan engagement and needs assessment.

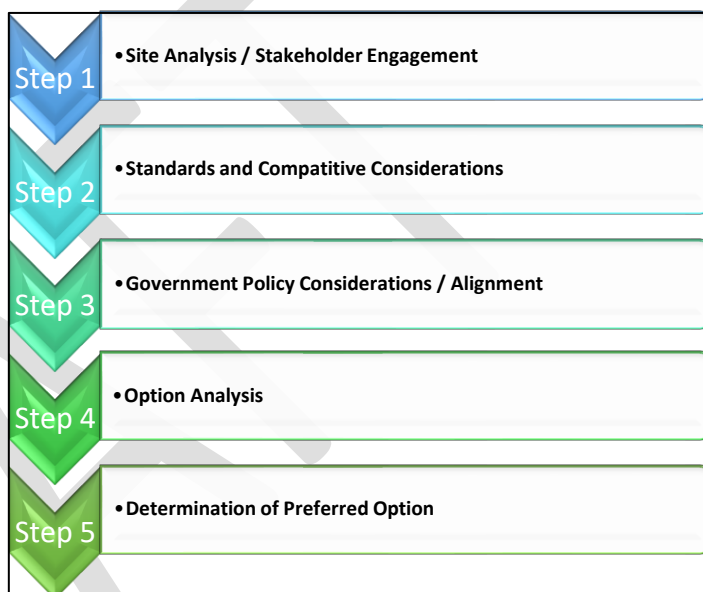


Figure 1: Methodology (abbreviated)

Following extensive consideration of options, the project working group have determined a preferred option for community consideration.

This option (detailed master plan 21st April 2022):

- Is seen as reasonable for the current and projected population of Cervantes;
- Takes into account the Shires Minimum Levels of Service for Sport and Recreation Facilities;
- Is likely to be perceived by funding providers as reasonable and therefore more likely to receive funding support. Funding support is contingent on masterplan staging; successful completion of feasibility study and other required elements; and the outcome of individual funding applications.



LEGEND

- 1 B Bowling green— possible future putting green or similar
- 2 Existing bowling green to remain
- 3 Cervantes Country Club—possible external improvements
- 4 Tennis pavilion to remain
- 5 Two Multi-Purpose Courts for Netball, Basketball and possibly Tennis
- 6 Two dedicated Tennis Courts
- 7 Library re-purposed to Community room possibly for use by Pinnacles Express
- 8 New entry and library built onto west end of Rec Centre
- 9 Linkage paths linking “nodes” of precinct
- 10 Enhance front façade of Rec Centre
- 11 Football Club to utilise Recreation Centre facilities on game days and for special
- 12 Two new change rooms and Umpires room built to east side of Rec Centre
- 13 Football shed demolished
- 14 Possible Men’s Shed location
- 15 Skate park and playground

CERVANTES RECREATION PRECINCT DETAILED MASTER PLAN

Shire of Dandaragan

Project No 2134 10th June 2022

1.1 Project Working Group Adopted Motions

The following Motions were adopted by the Project Working Group at their meeting of the 21st April 2022:

Motion 1: That the Minutes of the last meeting held 22 March 2022 be accepted.

Motion 2: That the Cervantes Recreation Precinct Working Group Recommend to Council the draft Master Plan as presented be adopted by Council.

Motion 3: That the Cervantes Recreation Precinct Working Group recommend to Council that the Lease for the portion of land to accommodate the Mens Shed be dealt with as a priority by Council.

Motion 4: That the Cervantes Recreation Precinct Working Group recommend to Council that the priority for works to be undertaken be as follows.

- I. **Mens Shed Lease be dealt with first.**
- II. **Non gender Specific changerooms and umpires change room.**
- III. **Multipurpose Court Installation**
- IV. **Cervantes Recreation Centre Entrance and new library.**
- V. **Repurposing the old library into a multipurpose room with provision for the Pinnacles Post to be hosted in the room.**

Subsequent to the meeting the working group requested a minor change to the location of the Men's shed in the masterplan. The plan was updated and the amended version is included in this Needs Assessment.

1.2 Recommendations

The following recommendations are made as part of this needs assessment:

Recommendation 1: That the Shire of Dandaragan Council review this version of the needs assessment and accompanying master plan and provide feedback;

Recommendation 2: Following receipt of feedback the plan is updated and advertised for public comment;

Recommendation 3: Following receipt of public feedback, the needs assessment and master plan are updated, costings prepared and plans adopted by Council as appropriate;

Recommendation 4: That master plan projects are grouped and prioritised by Council; and implemented in a staged manner. Implimentation of each project is likely to include:

- **Feasibility study, concept design and lifecycle cost analysis;**
- **Preparation of management plan and project management plan;**
- **Funding application documents;**

- **Achievement of funding; and**
- **Staged construction and operation of master plan elements.**

2.0 Introduction

2.1 About the Project Scope

MCG Architects and Consulting Great Southern (CGS) have been engaged to prepare a Sport and Recreation Master plan for Cervantes.

Project deliverables include:

- 4) Master plan drawings visually depicting proposed facilities (Master plan);
- 5) High level costing of proposed facilities (Master plan Costings); and
- 6) An accompanying document outlining the results of engagement, how needs were considered and how the Master plan was developed (Needs Assessment).

The agreed project delivery stages included:

- Project establishment, start-up meeting, gathering information and desk top review;
- Initial briefing meeting with working group;
- Further desk top review and preparation for site visit and engagement;
- Site Visit 1
 - Visitation of existing facilities; and
 - Meeting with working group.
- Needs assessment / analysis and government policy alignment check;
- Preparation of Master plan;
- Site Visit 2:
 - Meeting with working group;
 - Consultation meetings with stakeholder/groups; and
 - Community meeting.
- Review and refine Master plan and prepare draft report;
- Submit draft final Master plan for review;
- Meeting with working group (Via Zoom);
- Proofing and finalising all documents following feedback;
- Quantity Surveyor - prepare cost estimate; and
- Submit final report and costings.

2.2 Purpose of this Report

As per the project scope this 'Needs Assessment' document outlining the results of engagement, how needs were considered and how the Master plan was developed. This document is intended to be:

- Utilised during development of feasibility study / business case assessment and other further project development prior to design, funding and construction of Master plan project elements; and
- Included in future funding application as evidence of Master plan engagement and needs assessment.

2.3 Needs Assessment Methodology

The needs assessment was prepared in accordance with the following methodology:

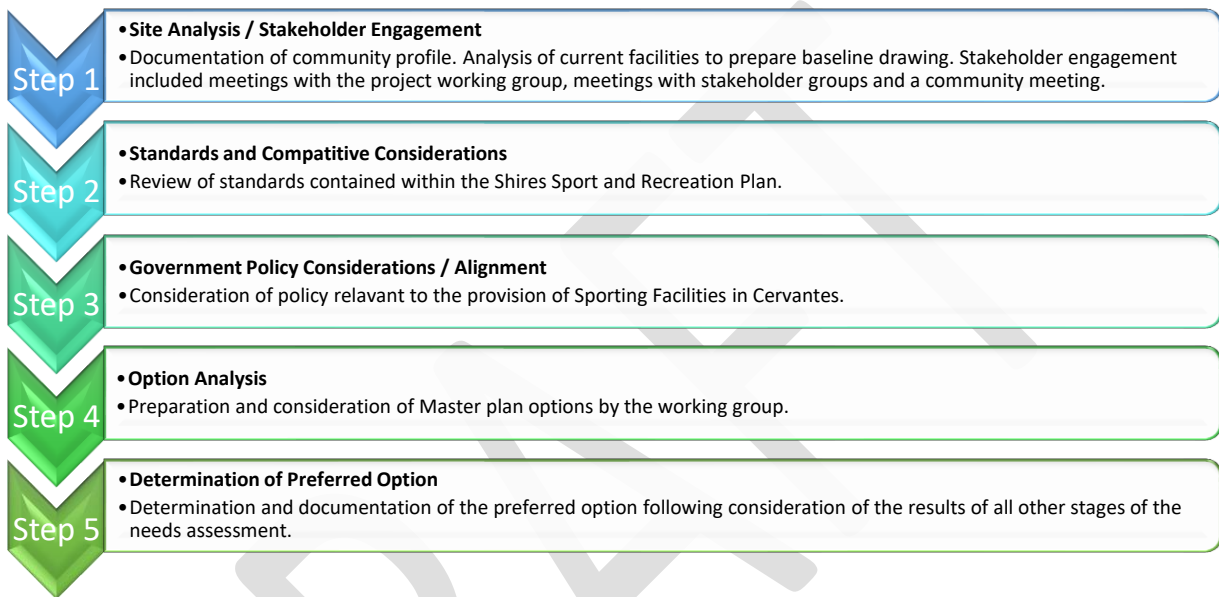


Figure 2: Needs Assessment Methodology

The Shire is committed to Integrated Planning and Reporting. Under the Local Government Act 1995, all local governments must develop a Strategic Community Plan and suite of supporting strategic documents.



Figure 3: Shire IPR Framework (source: Dandaragan Strategic Community Plan)

This needs assessment and accompanying master plan serve as supporting documents within the Shires IPR framework. The content of this needs assessment and the master plan follow on from and align to engagement and content in higher order documents within the IPR framework.

3.0 Community Profile

3.1 Cervantes

Cervantes is one of five townsites located within the Shire of Dandaragan. According to Australia's Coral Coast, Cervantes is *"the gateway to Western Australia's Pinnacles Desert and the beginning of Australia's Coral Coast region. It is home to beautiful white sandy beaches and turquoise waters teeming with marine life, making it a popular choice for fishing or swimming and relaxed family getaways enjoying tasty fresh seafood. This coastal town is the ideal base to enjoy a range of land and water-based activities."*

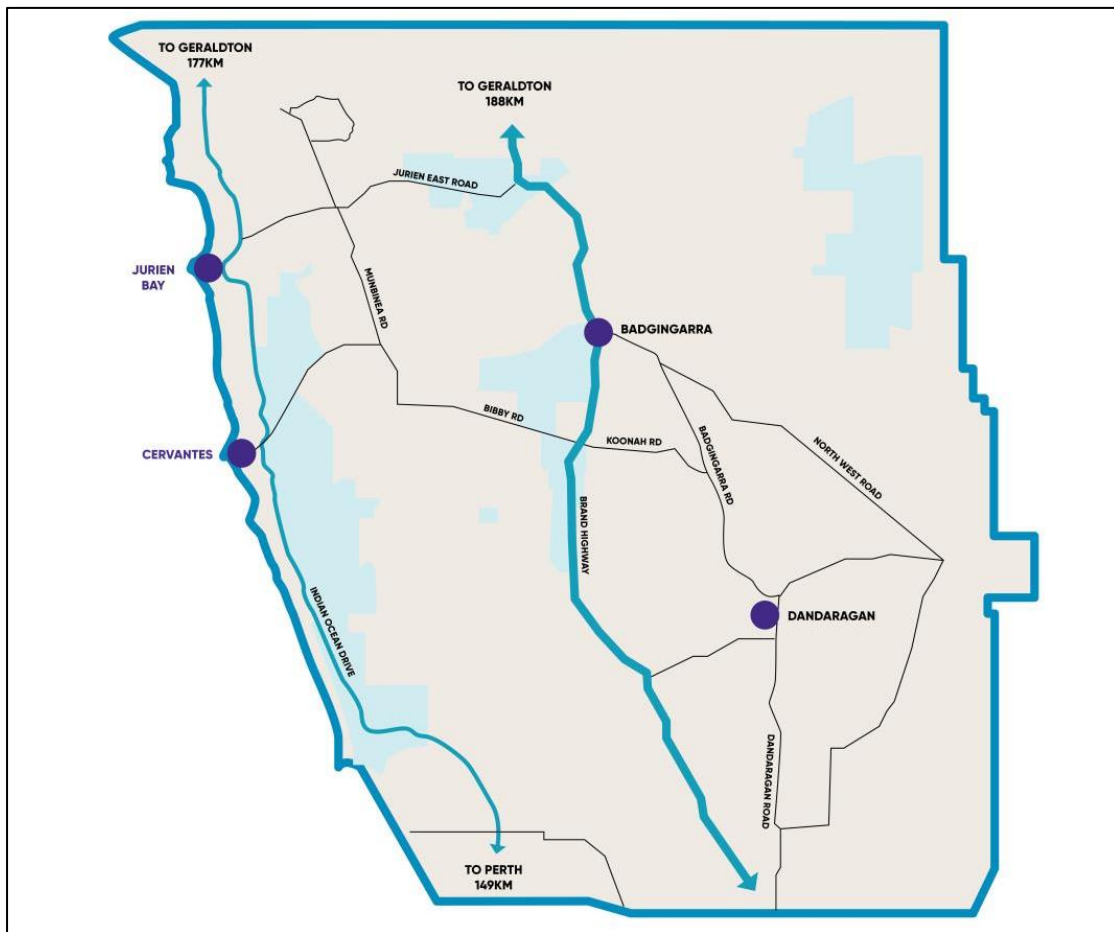
As well as a popular tourist destination Cervantes hosts a Crayfishing industry, a light industrial area and a range of local businesses and is popular with retirees. The community highly values participation Sport and Recreation activities as a healthy outlet and part of a sense of local identity and community cohesiveness.

In the 2016 census Cervantes had a population of 527 and 537 Dwellings. 287 (53.4%) of Dwellings were unoccupied, likely showing a high proportion of absentee landowners.

Cervantes was annexed from and is surrounded by National Park it is unique in the fact that there is unlikely to be significant further residential development opportunities. As a result Shire sources estimate the population could double or triple from existing levels over time, however is unlikely to further increase due to lack of potential housing options. This gives an estimated population limit for the purpose of master planning of 1,500 people.

3.2 Shire of Dandaragan

Located within 200 km north of Perth, the Shire of Dandaragan (Shire) comprises of five townsites; Badgingarra, Cervantes, Dandaragan, Jurien Bay and Regans Ford.



Source: [Shire Map » Shire of Dandaragan](#)

“The Shire is the pinnacle of the Turquoise Coast, with pristine beaches ideal for swimming, snorkelling, diving, fishing and windsurfing within Jurien Bay and Cervantes whilst the towns of Badgingarra and Dandaragan offer beautiful national parks with native flora and fauna, bush walks, unique Australian wildflowers and farming land” (Shire of Dandaragan, n.d.).

With a unique environmental blend of stunning natural assets, productive agricultural land and pristine coastline, the Shire boasts a diverse range of experiences and is home to 3213 residents (ABS, 2016). The area is an attractive travel destination and throughout the year the Shire is actively servicing a significantly higher population that easily doubles in peak seasons (Shire of Dandaragan, n.d.).

The ‘Shire of Dandaragan Community Profile I.D’ indicates that it was expected that an estimated population growth for the Shire would occur to 3,367 by 2021.

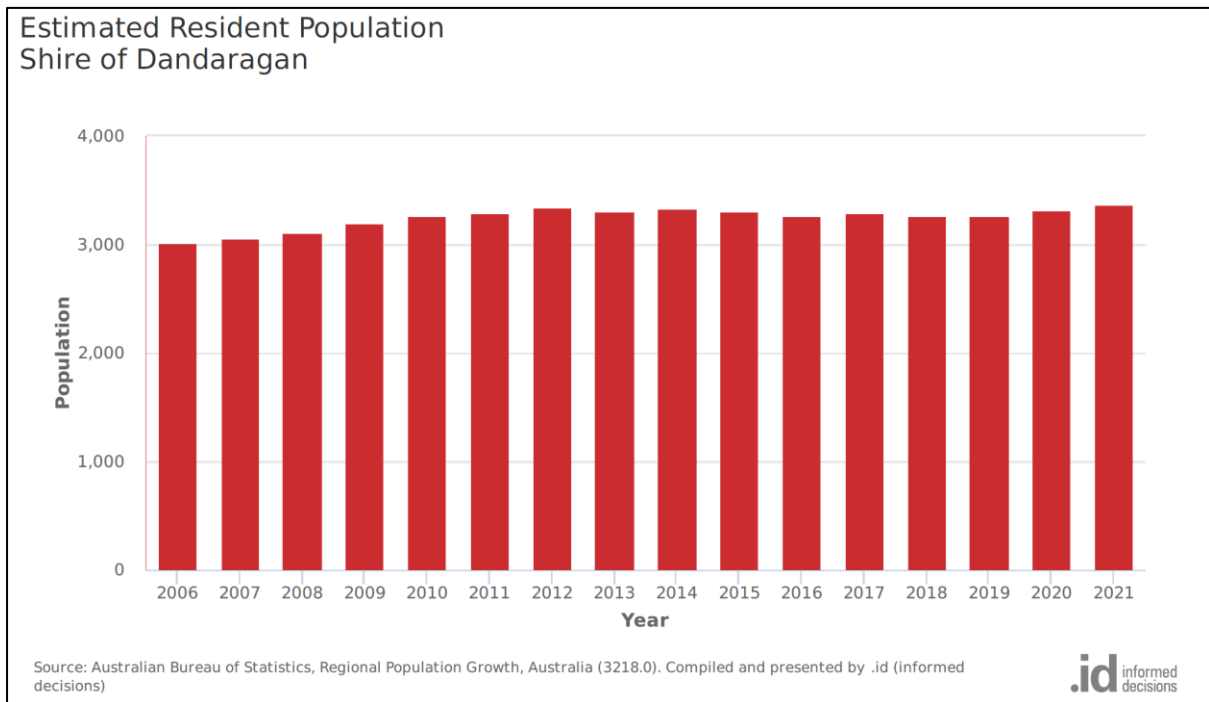


Figure 4: Shire Estimated Population Growth

Source: [chart.pdf](#)

The median age for Shire residents is 48 with 2.4% of the population being Indigenous. Compared to other regional areas of Western Australia, the Shire has a greater percentage of residents classed as older workers (pre-retirees), empty nesters, retirees and Seniors. This has trended upwards since the 2011 census.

Age structure - Service age groups

Shire of Dandaragan - Total persons (Usual residence)	2016			2011			Change 2011 to 2016
	Number	%	Regional WA %	Number	%	Regional WA %	
Babies and pre-schoolers (0 to 4)	181	5.6	6.7	201	6.3	7.2	-20
Primary schoolers (5 to 11)	247	7.7	9.8	291	9.1	9.9	-44
Secondary schoolers (12 to 17)	141	4.4	7.4	175	5.5	8.0	-34
Tertiary education and independence (18 to 24)	160	5.0	7.0	172	5.4	7.9	-12
Young workforce (25 to 34)	365	11.3	13.6	362	11.4	13.7	+3
Parents and homebuilders (35 to 49)	573	17.8	20.8	667	20.9	22.5	-94
Older workers and pre-retirees (50 to 59)	519	16.1	14.1	487	15.3	13.7	+32
Empty nesters and retirees (60 to 69)	566	17.6	11.3	478	15.0	9.5	+88
Seniors (70 to 84)	419	13.0	7.8	312	9.8	6.4	+107
Elderly aged (85 and over)	45	1.4	1.5	40	1.3	1.2	+5
Total	3,216	100.0	100.0	3,185	100.0	100.0	+31

Source: Australian Bureau of Statistics, [Census of Population and Housing](#) 2011 and 2016. Compiled and presented by [.id](#) (informed decisions).

Figure 5: Shire Age Structure
Source: [Service age groups](#) | [Shire of Dandaragan](#) | [Community profile \(id.com.au\)](#)

3.3 Wheatbelt Region Snapshot

The Shire of Dandaragan is one of 42 local government areas positioned within the Wheatbelt Region of Western Australia. Consisting of 154,862 square kilometres, the Wheatbelt Region boasts a diverse landscape and a range of productive industries. The region has a population of over 73,400 of which 4.5% are Indigenous. The Wheatbelt Development Commission lists the Regions competitive advantages as (Wheatbelt Development Commission, 2020):

- Close Proximity to Perth;
- Adjoins five other regions and the Perth Metropolitan Area;
- Intersected by six key transport routes;
- Access to five ports;
- Traversed by Australia’s east-west standard-gauge railway; and
- Significant availability of affordable freehold land.

The region is broken into five sub-regions as depicted in the following below. The Shire of Dandaragan is part of the Central Coast Sub-region, which consists of 20% of the overall regional population.

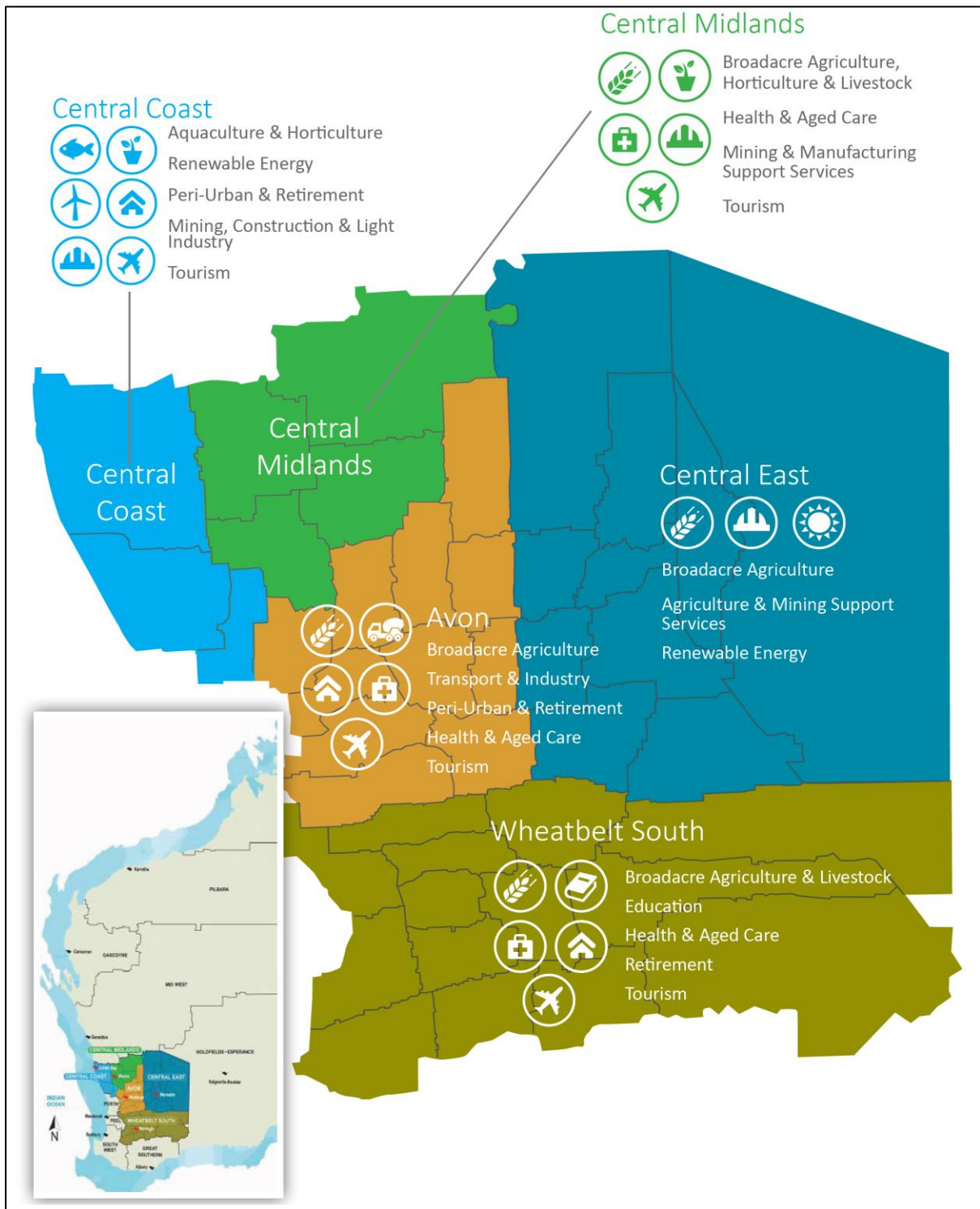


Figure 6: Wheatbelt Region Map

Source: [Strategic Plan Final 050321 COMPRESSED.PDF \(wheatbelt.wa.gov.au\)](#)

4.0 Stakeholder Engagement Results

4.1 Initial Steering Group Engagement

On the 24th November 2021 the project working group participated in a facilitated session.

A summary of the results is presented below. The full results of this session are contained in a separate engagement report.

4.1.1 Administration

Session rules were agreed on and a plan and timeline for needs assessment and master plan engagement documented.

4.1.2 Project Aims

The following aims were agreed:

1. Each Town Has a Recreation Master plan;
2. Facilities are fit for purpose and meet Community needs;
3. Each Community has a master plan document that supports and assists in securing external grant funding;
4. Appropriate levels of engagement are delivered; and
5. Engagement is well planned, targeted and managed appropriately.

4.1.3 Big Picture Discussion

Participants considered an initial set of guidelines to assist during engagement:

- That we work with and make the best of what we have (use / adapt existing facilities where possible);
- That facilities are inclusive – it is important to include all elements of recreation i.e., Art and Crafts;
- We ensure advertisements for engagement participation are widely distributed in the community. This will provide opportunities for feedback ensuring as many groups and individuals have the opportunity to be included if they want to; and
- Where possible groups are not relocated to locations they don't wish to be.

4.1.4 Strategic Issues for Consideration

Participants identified the following main strategic issues for consideration:

- Diminishing Population;
- Ageing Population is an ongoing issue;
- Age and Deterioration of facilities are a concern;
- Current buildings are not fit for purpose;

- Availability of new locations inclusive of power, water, fencing;
- Participants indicated some concerns with parking – the nature of these concerns has not been identified and it is recommended that further engagement occurs to determine the nature of potential issues; and
- Some relocation of services is needed: i.e. Men’s Shed is currently inappropriately located in the old Kalis Shed.

4.1.5 Club / Group Specific Issues

Club Group specific issues were considered. These have been captured further in the stakeholder meetings section below.

4.1.6 Constraints and Challenges

A range of constraints and challenges were considered. These were documented by project Architects in diagrammatic format and are presented in section 7.1 22nd December 2021 ‘Cervantes Recreation Precinct Constraints and Challenges’.

4.2 Site Analysis

On the morning of the 25th November consultants and members of the working group inspected facilities in the precinct and discussed functionality, issues and solutions. The results of this analysis have been incorporated into drawings contained within section 7.0 Option Analysis.

4.3 Stakeholder Meetings

A series of stakeholder meetings were held on the 16th February 2022. The issues communicated by participants are summarised below. These incorporate items identified in the initial steering group engagement as well.

4.3.1 Men’s Shed

Issues and constraints

- There has been considerable previous discussion on what is needed and how to move forward;
- The building is not big enough – cramped and dangerous. Activities are done outdoors due to lack of space;
- Limit to social space – stops work;
- Only one toilet – no ladies or universal access;
- Tenure coming to an end possibly in 2023 and would have to move to facilitate the planned foreshore development;
- Power ok, water ok, sewer = septic;
- Not insulated or aircon, poor ventilation. Non complaint to BCA;

Potential compatible / cooperative uses

- Rate payers association (used to share);
- Pinnacles express (consider dust however);
- Co-operate with historical society;
- Co-operate with Cervantes Cultural Committee;
- Associate members – ladies.

Opportunities

- Several site options were discussed – see 7.1 22nd December 2021 ‘Cervantes Recreation Precinct Constraints and Challenges’;
- Men’s shed are seeking 500 m² building, outdoor social area, yard storage, parking: 15-20 bays, container return bulka bins and drums, rope storage sheds, toilets, kitchenette, welding area separate from woodworking, small tools lockup shed.

Final comments (Men’s Shed)

- This project is urgent;
- We are seeking 3,000 m in land; and
- We may be able to contribute \$100,000 and Shed development grants are available for improvement.

Consultants note (Written Post Meeting)

The Men’s Shed group appears to be highly functioning and providing the best experience for members possible within the limitations of current facilities. The Men’s Shed provides excellent services to the community.

There is some urgency to relocate to suitable facilities due to current facilities not meeting standards and allow for foreshore development on the current site.

The scope, size and cost of facilities will require a separate feasibility study to determine what can be reasonably achieved in relation to capital expenditure and the best model for sustainable ongoing operational viability.

4.3.2 Cervantes Community Recreation Centre

Issues and constraints

- Need fencing around whole precinct. Without this it’s hard to run shows / ticketed events- have to set-up temporary fencing;
- Entrance isn’t satisfactory;
- Hall too small for sports due to overruns not meeting standards.. still a good hall for other uses;
- Gallery:
 - Change rooms don’t service hall;
 - Acoustics poor;

- Kitchen non-functional;
- Changerooms used by overflow camping + football;
- No umpire facilities – use storeroom;
- Mezzanine level uses for spectators – no disabled access; and
- Veranda braces are dangerous – people have head butted them. Not structural.

Current / potential future compatible / cooperative uses

- School – plays and productions Christmas windups easter etc – up to 12 times per year;
- CW high teas;
- Arts and crafts club;
- Historical society;
- Older persons health club;
- Football;
- Art festivals;
- Basketball, netball;
- Clontarf;
- Hash house harriers; and
- Private functions.

Opportunities

- Fence whole site – allows us to ticket events;
- Lift access to top storey for disabled access – there are drawings around with that included
- Ceiling panels for acoustics in committee room;
- Front entrance needs a foyer. Take into account wind;
- Solution to Library; review viability / improvements;
- Gallery space, hanging wall in gallery;
- New changerooms for football and possibly other users;
- Consider cool rooms; and
- Entrance to oval – ticket booth.

Final comments (CRCR)

Football club brings the most people to town. Would like a space to call home for football including hanging of memorabilia.

Consultants note (Written Post Meeting)

The CCRC facility appears in sound condition and provides a range of spaces which are usable for the community. The facility has issues which need to be resolved and opportunities for enhancement to maximise functionality and use by the community into the future.

As any project will likely be the subject of a Community Sport and Recreation facilities fund application, it is recommended that the following suit of documents are prepared. Other elements within the Master plan may be combined and addressed in the same documents, depending on final staging decisions by the Shire:

- Feasibility Study;
- Concept Design;
- Detailed Costing;
- Management Plan;
- Lifecycle Cost Analysis; and
- Project Management Plan.

4.3.3 Cultural Committee

Introduction and What's Working

Our role is to introduce Art and Culture into the whole Shire.

- Shires Art competition 1000 pieces 500 people. Moving to every 2-years. 10-day event. Paid entry;
- Use basketball area of CCRC to hang art;
- Happy with basketball courts;
- Kitchen is ok .. others say its hard to work in; and
- Space is what's needed for us

Issues and constraints

- Hard to get people to volunteer and difficult to get involvement from younger generation;
- Gallery area acoustics are terrible (NB: this is currently being addressed);
- Not able to hang art in the Gallery (NB: this is currently being addressed);
- Bar works ok;
- No signage on building to say what it is;
- Current entry is challenging; and
- Storage is on a block in the industrial area – local carrier has allowed us to store there for free.

Current / potential future compatible / cooperative uses

We have stalls and invite historical society, Men's shed and craft – they exhibit with us.

Opportunities

- Need to resolve shower toilet changeroom issues for football club;
- Would be great to have everything collocated in one spot – Men's shed .. others;
- Continue to work together;
- Opportunity to have a town art / sculpture project that identifies the town i.e like Ballingup, Cowaramup;
- Review functionality of kitchen;
- Storage contain or room onsite; and
- Paving, BBQ, talking circle firepit on grassed area outside area – excellent social and good for overflow camping area.

Consultants note (Written Post Meeting)

The Cultural Committee provides a well participated Art Completion which is likely the envy of other towns. The Committee appears to work in a highly co-operative manner with other groups in the Shire.

Facilities within the Master plan and resulting projects should take into account the needs of the Cultural Committee in a shared / cooperative use arrangement.

4.3.4 Football Club

Issues and constraints

- There is no Hockey Field, current field is used by both Football and Hockey;
- Lack of Home Changerooms – players either go home or utilise the unisex changeroom, limiting privacy;
- The gallery is not utilised during training due to costs and cleaning;
- The shed is not the ideal space for the club, however the removal of this space with no alternative provided would not be ideal;
- Poor acoustics in the gallery limit use for presentations;
- Would prefer all clubs being kept together;
- Netball, with the current overruns.

What's Working

- In name we are a football club but we are a sporting club. 7 teams. Ladies hocky. 3 football sides 2 x senior 1x junior;
- Sport is what keeps communities together;
- COVID put a lot of stress on our Community; and
- The display of Memorabilia in the local Country Club.

Current / potential future compatible / cooperative uses

Work with all clubs. We are a sporting club relevant to all. No non compatible uses envisaged as long as any design takes all requirements into account and is reasonable.

Opportunities

- Home changeroom – Men's home, Ladies home. There is enough elsewhere for away changerooms;
- Need a hockey field that can be utilised for Community events etc;
- Grass is 100% satisfactory. We don't need hockey WA standards;
- Acoustics improved to allow more use of gallery area;
- Inclusion of an outside area / bbq / firepit; and
- If a solution is identified, where the shed is not required, the shed could be used for interpretive art.

Further Notes

- We could do earthworks ourselves;
- Club is installing 4m of concrete and paving in front of veranda in the immediate future.

Consultants note (Written Post Meeting)

Many participants in engagement stated that the Football club attracts significant people to town during games and is an important part of local identity. The current situation of insufficient changerooms presents challenges for participation and is not keeping with the Shires minimum service levels for Sport and Recreation facilities. As a result the Shire will likely prioritise appropriate changerooms for Football and all other sports in the precinct as part of the Master plan.

4.3.5 Golf Club

Issues and constraints

- It is hard to get new members from the same population;
- An increase to population would be a welcome outcome of this project;
- 6 really active members – limited volunteer pool, however far more people play than are members;
- Honour Box system is not working;
- A large number of our registered population do not live here;
- Difficult to have maintenance completed;
- Identify member drives i.e. Participation from Caravan Park;
- Currently only keeping the front 9 mowed but mow the back 9 less frequently and able to recommission quickly;
- Greens are sand – spray with canola oil;
- President spends \$2,000 per year buying fertilisers as a donation; and
- Mow every two weeks.

What's Working

- Socialise at the country club – dinners; and
- Don't need to change the country club

Current / potential future compatible / cooperative uses

Men's shed near us wouldn't cause a problem.

Opportunities

- Reticulate around all greens so you can hit off good grass onto the sand;
- Attract a sponsor; and
- Put clubs at caravan park with advertising hire fee (including greens fee).

Consultants note (Written Post Meeting)

Volunteers put in significant work to maintain the Golf Course and it is a sound local sporting asset. There are opportunities to upgrade facilities and promote the club and course to increase usage and income. This includes increasing local membership and use by visitors.

4.3.6 Country Club

Issues and constraints

- Air conditioning works in the dining room but not the bar;
- Getting staff – can be very difficult, sometimes relies on volunteers;
- Historical Debt. Working toward reducing debt;
- Limited outdoor furniture;
- Limited outdoor activity area;
- Toilets – looking to upgrade to meet current specifications; and
- Once Bali/ Travel opportunities open up, we will face economic challenges– people who would have gone to Bali are coming here.

What's Working

- Kitchen leased;
- Advertise menus etc in accommodation, facebook etc;
- Furniture is functional;
- Disabled access is compliant;
- Bar works; and
- Bowling club very supportive.

Current / potential future compatible / cooperative uses

- Northern fisheries council;
- Fisheries co-op;
- Ladies who lunch;
- Motel when they don't have a chef, send their people across;
- Occasional horsemen and fin fishers; and
- Scripture Union – Family Fest.

Opportunities

- Reverse cycle air con throughout;
- Grant to upgrade toilets and air-condition;
- Turn B-Green to family friendly mini golf – outdoor area;

Note: we understand the bowling club have indicated they don't want to give this up, so identifying another area would be required.

- Better signage out the front;

- Installation of new lighting;
- Upgrade Darts area;
- New Outdoor furniture;
- Work towards a family friendly venue;
- Outdoor activity area north side of Club; and
- Create/Improve strong linkage across precinct from Rec Centre to Country Club (Landscape).

Consultants note (Written Post Meeting)

The Country Club acts as a social hub for a number of sporting clubs and also attracts usage from other residents and tourists, particularly for meals and social events.

While the facilities are of a good standard, there are some areas of non-compliance and areas for improvement identified by the Club. There are opportunities to complete a minor refurbishment as part of increasing participation / attendance at the venue, with a flow on impact on viability / sustainability.

4.3.7 Ratepayers, Historical Society and CWA

Issues and constraints

- Casual internet users have no privacy;
- Senior and disability access to community non existent;
- Water servicing library area cannot be drunk;
- Historical Society unable to put things on walls in current , temporary premises;
- Council asked Historical Society to use upstairs area, does not have a lift / disabled access
- Would need a fit for purpose design including access and storage;
- Historical society have a lease ready with old health department building, requires sign off at high level
- Skatepark is in poor condition;
- CWA require better storage;
- No accommodation; and
- Acoustics in CCRC committee room and gallery area are not good.

What's Working

- Library – it's about interaction – not just books;
- Voluntary work for publication of Pinnacle Express;
- Ratepayers Association built Tranquillo park from scratch; and
- Ratepayer Association Run Australia Day and other events.

Current / potential future compatible / cooperative uses

- No response provided.

Opportunities

- New library at the front of the building;
- Areas for Children’s library activities;
- Homework study area;
- Area for adults;
- Pinnacles paper committee published in the library;
- Filtered drinking water from taps;
- Seniors exercise area / outdoor exercise equipment;
- Seating areas with shade for parents and Seniors;
- Skatepark and Practice hoop upgrade;
- Outdoor display space;
- Historical Society needs more space, where we can put things on walls;
- Fit for purpose design for museum. We believe once we are at this stage this opens doors for next stage of funding; and
- Space for an op shop.

Consultants note (Written Post Meeting)

A range of opportunities were identified for increasing the sustainability of participant organisations through co-located, fit for purpose facilities / areas. These will be considered as part of master plan options.

4.3.8 Netball, Tennis Club and School

Issues and constraints

Tennis

- Surface needs redoing;
- Only 3 functioning lights;
- Access to toilets is poor;
- Surrounding areas not safe for families – trees have litter shed leaves and limbs;
- Family of snakes live near courts; and
- Bottom courts resurfaced in 2005 – 2006 past used by date.

Netball

- Viewing sightlines poor;
- Viewing restricted to first floor – no disabled access;
- Past problem with roof leaks. Possibly fixed. To be confirmed;
- Showers and toilets are suitable for the ladies;
- Run offs are not legal but have put safety measures in place to still play there – no viewing around the courts;
- Coverings on poles. Cricket new eyes behind poles removed. Not ideal;

- We would fight tooth and nail to keep games inside – wood sprung surface is far better for knees; and
- Current ventilation not sufficient.

School

- Acoustics and sound system. Gallery is the worst. Hall not great; and
- We cart our sound system and equipment

Other

- Not enough drink fountains.

What's Working

- CCRC - Netball Showers and toilets are suitable for the ladies;
- Netball players and umpires are not fussy;
- Toilet access at the front is better than previous;
- We just make do.

Current / potential future compatible / cooperative uses

- No response provided.

Opportunities

- Tennis courts – flexipave acrylic surface.;
- Multi-mark for netball (removable pole) and possibly basketball, Volleyball, Badmington. Gymnastics, and indoor cricket;
- Drink fountains at tennis;
- Lighting and pathways through the precinct;
- Different barrier on mezzanine – see through to see the game.
- Tiered area so more than one row can see the game;
- Additional Storage;
- Better ventilation / circulation in sport hall – get fresh air in; and
- Soft panelling on walls to remediate lack of run off.

Consultants note (Written Post Meeting)

A range of opportunities were identified by participants to provide more fit for purpose facilities, likely through refurbishment and better use of existing.

Consultants discovered the CCRC floor in the inside courts is parquet on concrete. Not impact attenuating sprung wood floor as was previously reported.

4.3.9 Bowling Club

Issues and constraints

- Generally works well;
- New green;
- Bowls members 34 – 40;
- Have had lights – they are not functional at the moment – pole fell over;
- Wiring on another damaged; and
- Corporate bowls unlikely to justify cost of replacing lights.

What's Working

- We need the country club functioning; and
- We use the country club facilities. They provide meals etc.

Current / potential future compatible / cooperative uses

- Significant co-use in place currently – including public.

Opportunities

- No major issues, no major solutions required;

Further Notes

- \$40,000 in the bank;
- Bowls – 2 Mens pennant. 2 ladies pennants. 40 competitors;
- Golf is a Winter course. Greens up nicely; and
- Don't believe Cervantes can grow a lot – Cervantes was annexed from the National Park.

Consultants note (Written Post Meeting)

The club identified that while the 'B' green is not currently not in use, they would like to retain it. 'B' green could be adapted to feature croquet or a relocatable version of a facility such as 'mini-golf', allowing it to be utilised up until needed for possible future Bowls use.

4.4 Community Meeting

A community meeting was held on the evening of the 16th February 2022.

Over 30 people attended. The agenda included a briefing on the purpose of the master plan, discussion of the results to date, group work and questions.

Participants worked in table groups and were provided a draft sketch drawing aimed at capturing the results of groups feedback

Participants at the meeting were told that the plan is for discussion only and would not likely represent the final Master plan as the Master plan would be refined following the results of the meeting, further engagement and analysis.

Section 7.3 16th February 2022 – Results of Group Engagement shows the sketch.

Participants were asked to look at the draft and identify:

- 1) What works?
- 2) What would you remove / not do?
- 3) What would you add?
- 4) Can you identify any opportunities for innovation?

Participants recorded their feedback on ariel views of the precinct provided at each table group.

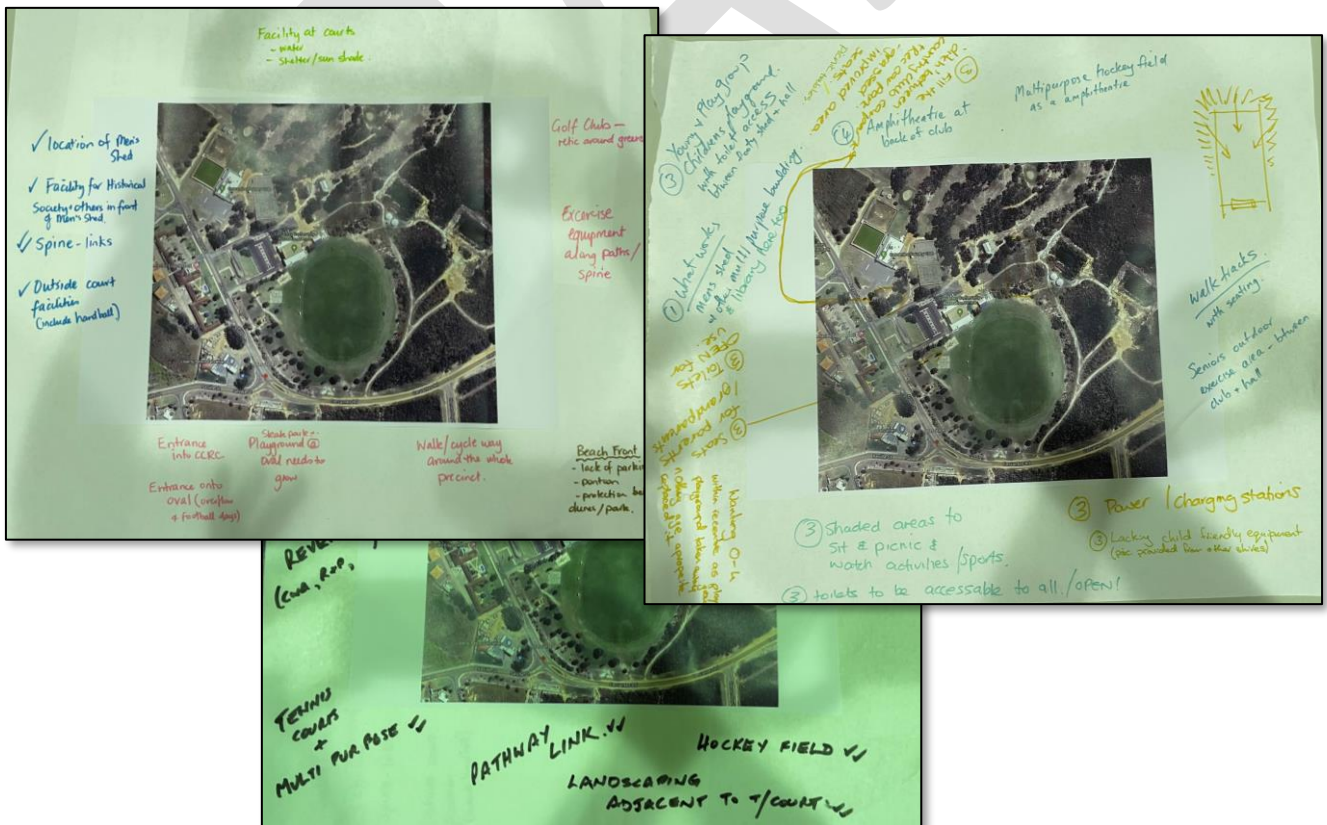


Figure 7: Examples of Feedback Provided During the Community Meeting

The results of participant feedback were collated and utilised along with other needs assessment elements to prepare drawings for master plan solutions identified within section 7.0 Option Analysis.

4.5 Working Group Consideration

Following engagement the working group were presented with a series of master plan solutions. Each was analysed by the working group and feedback provided. The plans provided and design evolution of the master plan are shown in section 7.0 Option Analysis.

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5.0 Provision Context – Standards and Comparative Considerations

5.1 Sport and Recreation Plan (Standards of Provision)

The Shire of Dandaragan Sport and Recreation Plan identifies ‘Minimum Levels of Service’ for the four population centres. These are listed below. Appendix A – Standards of Provision provides a more detailed excerpt from the plan containing the standards and content relating to Cervantes.

LEVEL OF SERVICE
Minimum Level of Service provided by the Shire to the four population centres

GENDER DIVERSITY
4 sets of gender diverse changing rooms with toilets and showers.
C D J

INDOOR SPACE
Indoor space with meeting rooms, kitchen, and function capability.
B C D J

EXTERNAL COVERED VIEWING AREAS*
B C D J

UMPIRE ROOM
C D J

BASKETBALL J
Indoor full size basketball with multiple court markings.

INTERNAL STORAGE
B C D J

YOUTH**
Play area / skate facilities for the youth / young children, drinking fountain and seating.
B C D J

OUTDOOR MULTI-FUNCTIONAL COURT SPACE
x2 for the provision of tennis, netball and basketball (floodlit to evening training use).
B C D J

SPORTS OVAL + PITCH
One senior oval space which can accommodate the seasonal sports of Australian Rules Football as a minimum but with the capability to accommodate rectangular sports (2 rectangular senior pitches).
B C D J

FACILITIES Facilities to be subject to community or external grant funding with an appropriate business case (i.e. not part of the minimum level of service provided by the Shire):

EXTERNAL STORAGE

OVAL TRAINING FLOODLIGHTS

SYNTHETIC BOWLS GREEN

B BADGINGARRA D DANDARAGAN
 C CERVANTES J JURIEBAY

* Badgingarra viewing area is facing bowling green and oval
 ** The 'District' skate facility is in Jurien Bay. Other towns have 'Local' level skate facilities

SHIRE OF DANDARAGAN

Figure 8: Shire of Dandaragan ‘Minimum Levels of Service Graphic’ (SR Plan)

Table 9: Minimum Level of Service provided by the Shire to the four population centres

Minimum level of service provided by Shire	Badgingarra	Cervantes	Dandaragan	Jurien Bay
Indoor space with meeting rooms, kitchen, and function capability.	Yes	Yes	Yes	Yes
Indoor full-size basketball with multiple court markings.	No	No	No	Yes
Outdoor multi-functional court space x2 for the provision of tennis, netball and basketball (floodlit to evening training use).	Yes	Yes	Yes	Yes
One senior oval space which can accommodate the seasonal sports of Australian Rules Football as a minimum but with the capability to accommodate rectangular sports (2 rectangular senior pitches).	Yes	Yes	Yes	Yes
2 x gender diverse changing rooms with toilets and showers.	No	Yes	Yes	Yes
1 x umpire rooms.	No	Yes	Yes	Yes
Internal storage.	Yes	Yes	Yes	yes
External covered viewing areas.	Yes	Yes	Yes	Yes

Minimum level of service provided by Shire	Badgingarra	Cervantes	Dandaragan	Jurien Bay
Play area / skate facilities for the youth / young children, drinking fountain and seating.	Yes	Yes	Yes	Yes
Facilities to be subject to community or external grant funding with an appropriate business case (i.e. not part of the minimum level of service provided by the Shire):				
1. External storage				
2. Training floodlights on the oval / adjacent to the oval (one installation of training level lights for weekday evening use). Competition lighting is not required.				
3. 1 x synthetic bowls green.				

Table 10: Proposed Standards of provision for each central sport and recreation area

Town Site	Projected Requirement and Rationale	Standard of Provision: Implications
Cervantes	Access to the minimum level of infrastructure identified above should be maintained. This will require a review of current infrastructure with the Country Club, detached AFL clubhouse and Community Recreation Centre being developed as one central co-located building, courts and grounds precinct over the long term redevelopment of the site.	<ul style="list-style-type: none"> Central community / recreation centre providing one consolidated multi-functional building servicing all sporting and recreation activities. Co-location of Country Club activities with the community recreation centre or review of current Country Club building to facilitate the co-location objective by introducing other community groups and recreation pursuits. Upgrade of outdoor hard court area to provide two multi-use games areas.

Figure 9: Shire of Dandaragan ‘Minimum Levels of Service and Standards’ (SR Plan)

5.2 Sport and Recreation Plan (Specific Cervantes Content)

The Sport and Recreation plan identifies specific inclusions related to Cervantes. An overview of these is provided below.

5.2.1 Cervantes Community Recreation Centre (CCRC)

Address issues with the roof leaking* and in the longer term working with the CCRC management body to develop a phased implementation plan aligned to the Shire's Long Term Financial Plan and potential funding opportunities to include:

- Enhanced air flow throughout the CCRC;
- Enhancements to the building entry to provide a prominent entry statement and improve disability access with a focus on improving the functionality of the library space and redesign for improved internal circulation; and
- Potential of the mezzanine for increased functionality.

*Please note – the roof has subsequently been replaced.

5.2.2 Cervantes Country Club

Working with the management committee to secure the long-term viable future of the CCC. This should initially include the development of a need's analysis based on a review of the current facility and operations, to determine areas which may be redeveloped to accommodate alternative users and /or reduce operational space.

5.2.3 Cervantes Golf Club

Working with the club to assist in increasing its financial viability to secure its long-term future and integration of operations with those of the CCC.

5.2.4 Cervantes Men's Shed

Working in partnership with Cervantes Men's Shed and Cervantes Bowling Club with a view to relocating and constructing a Men's Shed on the redundant bowling green adjacent to CCC and having regard to the long-term business plan and review of the CCC functionality to ensure where practicable, the use of shared infrastructure is maximised.

5.2.5 Cervantes Historical Society

Supporting the re-location of the Historical Society into a suitable premise and consideration for a potential co-location at CCC as part of the facility review.

5.2.6 Turquoise Way Path

Advocating for the funding and completion of the Turquoise Way cycleway from Cervantes to Hill River as a high priority for connectivity between communities and as a tourism attractor.

5.2.7 Tranquillo Park

Supporting the community use and upkeep of the park.

5.2.8 Cervantes Foreshore Development

Development of the foreshore as a visitor attractor in addition to providing a range of opportunities for residents.

5.3 Sport and Recreation Plan – Comparative Considerations

The Shires Sport and Recreation Plan includes both ‘Demand Modelling’ and ‘Comparable Local Government Benchmarking’ (Section 4.4 Industry Benchmarks and Standards).

The results of this modelling and assessment were used to inform the Shires minimum levels of service for recreation provision. The results have also been considered in context, along with other elements of the needs assessment, as part of option development.

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6.0 Government Policy Considerations / Alignment

This project has clear alignment to the following local, regional, state and national imperatives.

6.1 Local Strategies

The Cervantes Sport and Recreation Master plan Project aligns well with the local strategies as summarised in the following table:

STRATEGY/PLAN/POLICY	ALIGNMENT TO AIMS/MISSION OR STRATEGY
<p>Envision 2029-2029</p> <p>01 Infrastructure</p> <p>Priority Outcomes:</p> <ul style="list-style-type: none"> • Our communities contain vibrant, activated public open spaces and buildings with high levels of utilisation and functionality; and • Our investments in public assets are based on responsible and sustainable asset custodianship. 	<ul style="list-style-type: none"> ✓ Contributes to the delivery of responsible and sustainable public asset management; ✓ Captures Community requirements in relation to activated public spaces; and ✓ Captures a co use sporting facility for all community members and visitors to access and utilise;
<p>Envision 2020-2029</p> <p>04 Community</p> <p>Our Roles:</p> <ul style="list-style-type: none"> • Increase community building by providing sustainable recreation infrastructure and services, off-peak events, community building programs and place-making concepts in our public spaces; and • Take an asset-based community development approach to working with community groups, youth, seniors and people with disability within the Shire 	<ul style="list-style-type: none"> ✓ The planning process has take into consideration sustainable recreational infrastructure; ✓ Co-Location of all sporting facilities delivers on asset based community development; and ✓ The development of the plan included community engagement taking into consideration, groups, youth, seniors and people with disability;

Table 1: Alignment to Local Strategies

6.2 Regional Strategies

The Cervantes Sport and Recreation Master plan Project aligns well with the regional strategies as summarised in the following table:

STRATEGY/PLAN/POLICY	ALIGNMENT TO AIMS/MISSION OR STRATEGY
Midwest Regional Blueprint 2050	<p>The development and delivery of the Cervantes Sport and Recreation Master plan Project aligns to the Regional Goals as outlines in the Blue Print, they are as follows:</p> <p>Enhance the capacity of communities and empower people to better manage change at a local level, supporting communities to be resilient, adaptable and self-reliant</p> <ul style="list-style-type: none"> ✓ 4.0 Support local governments to deliver community infrastructure and services. <p>Infrastructure and services that help create exciting, healthy and vibrant local communities with a strong sense of belonging</p> <ul style="list-style-type: none"> ✓ 1.0 Build highly liveable communities that attract and retain populations; and ✓ 2.0 Create an active region with community sport and recreation provision comparable to Perth

Table 2: Alignment to Regional Strategies

6.3 State Strategies

The Cervantes Sport and Recreation Master plan Project aligns well with the State strategies as summarised in the following table:

STRATEGY/PLAN/POLICY	ALIGNMENT TO AIMS/MISSION OR STRATEGY
Department of Local Government, Sport and Cultural Industries Strategic Directions: 2020 – 2023	<p>The project supports the DLGSC Objective ‘To promote participation and achievement in sport, recreation, culture and the arts.’</p> <p>The project aligns with the following Strategies:</p> <ul style="list-style-type: none"> ✓ 1. Strategic Priority and Infrastructure Programs; ✓ 2. Sector Sustainability, Capacity Building and Excellence...
Department of Local Government, Sport and Cultural Industries	<p>State Policy – Our Priorities</p> <p>Sharing Prosperity:</p> <ul style="list-style-type: none"> ✓ A strong economy: create jobs, repair the State’s finances; and

<p>State Sporting Infrastructure Plan Review</p>	<ul style="list-style-type: none"> ✓ A safer community: reduce youth reoffending and reduce illicit drug use. <p>Support Economic Growth</p> <ul style="list-style-type: none"> ✓ Supporting and creating job opportunities in the Western Australian sporting, hospitality and arts and culture sectors; and ✓ Supporting hospitality, sporting and creative industries sectors to be ‘tourism-ready’. <p>Sustain Cultural Identity</p> <p>Sport is an important element of Western Australian culture. It is through sport that communities can unite and participate at a competitive level. Sport plays a significant role in contribution to establishment of identity and contributes positively to physical health, mental health and well-being and reducing the burden on the health system. Sport is also recognised as a fundamental contributor to the justice system through diversionary activities.</p> <p>Build Capacity and Capability</p> <ul style="list-style-type: none"> ✓ Providing affordable and equitable access to encourage participation of people from diverse social, cultural and economic backgrounds; ✓ Identifying and addressing skills gaps in sport, recreation, culture, arts and local government; and ✓ Equipping the sport and recreation, and culture and arts sector, with fit-for-purpose functioning and accessible facilities.
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Table 3: Alignment to State Strategies

6.4 National Strategies

The Cervantes Sport and Recreation Master plan Project aligns well with the National strategies as summarised in the following table:

STRATEGY/PLAN/POLICY	ALIGNMENT TO AIMS/MISSION OR STRATEGY
<p>Sport 2030 Australian Government</p>	<p>This project aligns to the priority area: Build a more active Australia — More Australians, more active, more often.</p> <p>This project aligns to the five target outcomes:</p> <ul style="list-style-type: none"> ✓ Improve the physical health of Australians — through the benefits of sport and physical activity, including reduced risk of chronic conditions; ✓ Improve the mental health of Australians — through the recognised mental health benefits of sport and physical activity, including the improved management of mental illness and greater social connectedness;

STRATEGY/PLAN/POLICY	ALIGNMENT TO AIMS/MISSION OR STRATEGY
	<ul style="list-style-type: none"> ✓ Grow personal development — from taking up a new challenge, to setting a new personal goal or striving for the podium, being active can help everyone endeavour to be their best self; ✓ Strengthen our communities — by harnessing the social benefits of sport including through improved cohesion and reduced isolation; and ✓ Grow Australia’s economy — building on the already significant contribution of sport to the Australian economy.

Table 4: Alignment to National Imperatives

DRAFT

7.0 Option Analysis

As the needs assessment progressed a number of draft plans were developed. The aim of each plan was to capture the results of engagement to date and facilitate further discussion.

At the conclusion of the option Analysis a final draft option was presented for Council consideration.

7.1 22nd December 2021 ‘Cervantes Recreation Precinct Constraints and Challenges’

The following plan summarised the results of initial working group engagement and provided five (5) potential location options for the Men’s Shed.

During the later stages of engagement some of the options were removed and constraints and challenges updated. The final recommended location is contained in future versions of the Master plan below.

DRAFT

Cervantes Recreation Precinct Constraints and Challenges

Cervantes Country Club

General facilities require refurbishing to meet functionality and fit for purpose requirements

Facility underutilised due to population reduction. Some financial pressure resulting.

Toilets all non-compliant with current standards

Kitchen requires refurbishment for fit for purpose

TAB in open public area – this may not be compatible with current club values (family friendly)

Cervantes Bowls Club

Home for Club is in Country Club Building. This means that the needs Bowls club should be considered as part of considering the Country Club.

B Green currently not used. Club would like to retain this for potential future use

Cervantes Library

Small and cramped

Entrance non defined

Not accessible

No space for growth of related services

Cervantes Community Recreation Centre

Entrance undefined and not amenable

Sports hall too small and non-compliant for safety runoffs

Toilets—have been refurbished but some non-compliance

Change rooms—have been refurbished but some non-compliance

Mezzanine level not accessible

Mezzanine level under-utilised / not used

Roof leaks reported—currently being fixed

Poor ventilation in sports hall

Playground and skate park outside needs upgrading

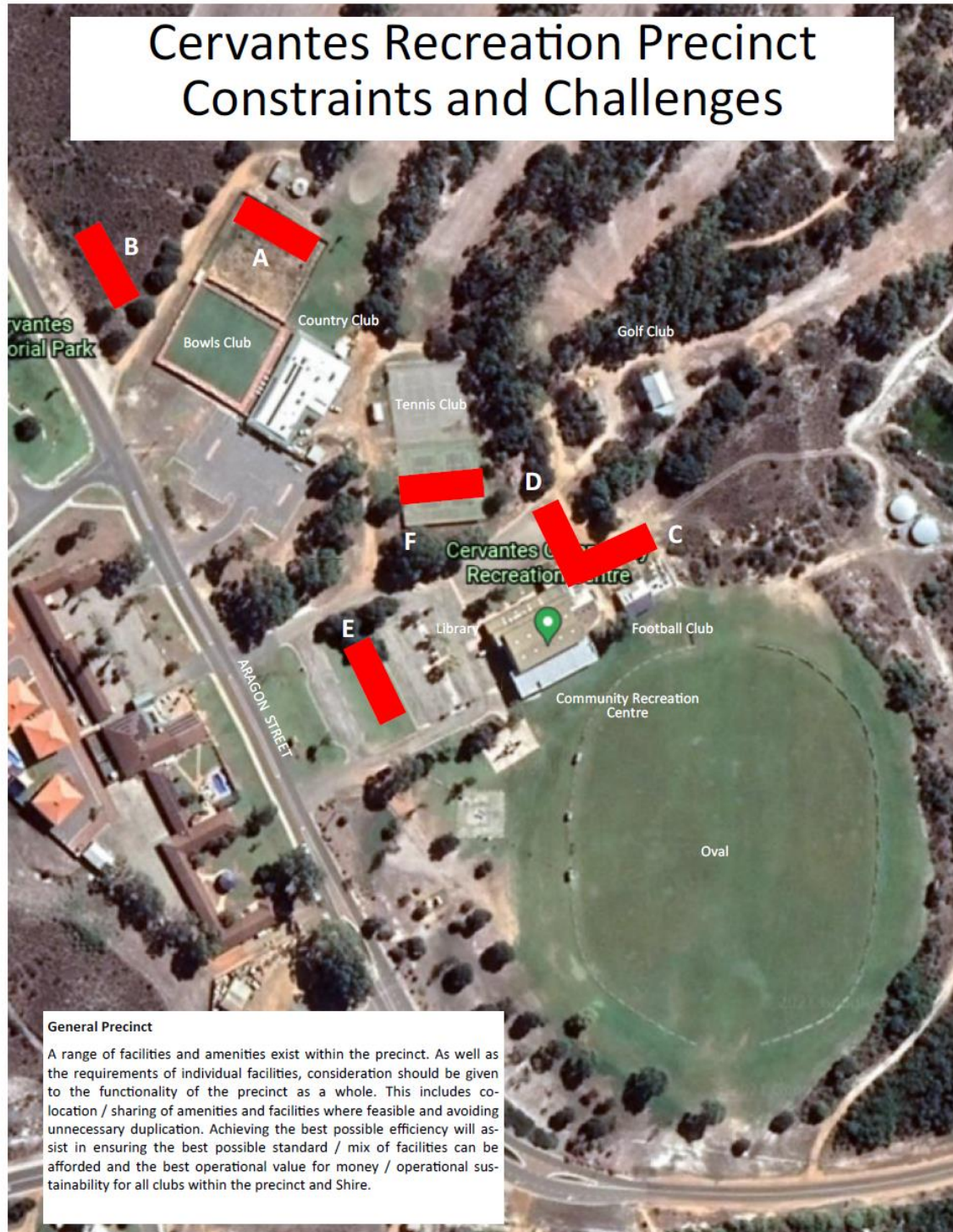
Library—refer above

Cervantes Men's Shed — currently off site

Options of possible sites for a new facility of about 500m² if relocated to the precinct. Whether and where to locate in the Sports precinct or location elsewhere should be considered as part of a small feasibility study.

Red rectangle = 500m²

- A Bowls northern "B" green
- B Fronting Aragon Street access of gravel lane
- C Behind Football Club shed
- D Facing CCRC car park
- E In front of Recreation Centre
- F On existing southern tennis courts



General Precinct

A range of facilities and amenities exist within the precinct. As well as the requirements of individual facilities, consideration should be given to the functionality of the precinct as a whole. This includes co-location / sharing of amenities and facilities where feasible and avoiding unnecessary duplication. Achieving the best possible efficiency will assist in ensuring the best possible standard / mix of facilities can be afforded and the best operational value for money / operational sustainability for all clubs within the precinct and Shire.

Cervantes Golf Club

Sheds suffer from regular vandalism

Western shed contains significant asbestos

Facilities not sufficient for need or fit for purpose

No formal club house

Cervantes Historical Society—off site

No formal "Home" in this precinct

No accommodation for memorabilia and artefacts

Cervantes Tennis Club

Very basic pavilion

All courts in poor condition / end of useful life – require resurfacing

Courts tennis dedicated—could be multi-purpose

No lights

Cervantes Football Club

Club rooms basic shed with many non-compliances – not fit for purpose

Amenities basic and not fit for purpose – insufficient showers for post-game

Football club has not accepted invitation to be part of working group to date – engagement with club highly recommended as part of masterplan

No oval lighting for training

Cervantes CCRC "Gallery", Kitchen and Amenities

Acoustics are very poor

Fire wall has limitations functionally

No hanging capacity for art exhibitions

Kitchen functionality is poor

Facility is under utilised

Potential for more use by Football Club

Large unnecessary void in ceiling

CERVANTES RECREATION PRECINCT

Shire of Dandaragan

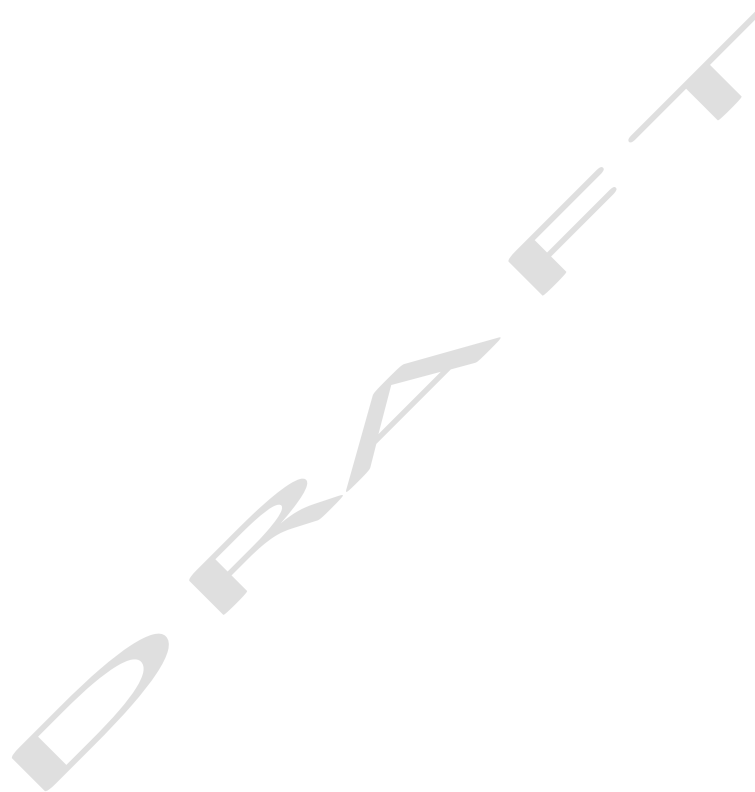
Project No 2134 22 December 2021



7.2 3rd February 2022 ‘Cervantes Recreation Precinct Constraints and Challenges’

The following plan was updated in response to direction from the working group. As detailed the Men’s shed potential location was reduced to two (2) options and a Hockey field shown in the centre of the oval.

This plan was superseded as a result of changes in future versions and following further engagement.



Cervantes Country Club

General facilities require refurbishing to meet functionality and fit for purpose requirements

Facility underutilised due to population reduction. Some financial pressure resulting.

Toilets all non-compliant with current standards

Kitchen requires refurbishment for fit for purpose

TAB in open public area – this may not be compatible with current club values (family friendly)

Cervantes Bowls Club

Home for Club is in Country Club Building. This means that the needs Bowls club should be considered as part of considering the Country Club.

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Toilets—have been refurbished but some non-compliance

Change rooms—have been refurbished but some non-compliance

Mezzanine level not accessible

Mezzanine level under-utilised / not used

Roof leaks reported—currently being fixed

Poor ventilation in sports hall

Playground and skate park outside needs upgrading

Library—refer above

Cervantes Men's Shed — currently off site

Options of possible sites for a new facility of about 500m² if relocated to the precinct.

Whether and where to locate in the Sports precinct or location elsewhere should be considered as part of a small feasibility study.

Red rectangle = 500m²

A Adjacent to "B" green

B On existing southern tennis courts



Cervantes Golf Club

Sheds suffer from regular vandalism

Western shed contains significant asbestos

Facilities not sufficient for need or fit for purpose

No formal club house

Cervantes Historical Society—off site

No formal "Home" in this precinct

No accommodation for memorabilia and artefacts

Cervantes Tennis Club

Very basic pavilion

All courts in poor condition / end of useful life – require resurfacing

Courts tennis dedicated—could be multi-purpose

No lights

Cervantes Football Club

Club rooms basic shed with many non-compliances – not fit for purpose

Amenities basic and not fit for purpose – insufficient showers for post-game

No oval lighting for training

Cervantes CCRC "Gallery", Kitchen and Amenities

Acoustics are very poor

Fire wall has limitations functionally

No hanging capacity for art exhibitions

Facility is under utilised

Potential for more use by Football Club

Large unnecessary void in ceiling

General Precinct Notes

A range of facilities and amenities exist within the precinct. As well as the requirements of individual facilities, consideration should be given to the functionality of the precinct as a whole. This includes co-location / sharing of amenities and facilities where feasible and avoiding unnecessary duplication. Achieving the best possible efficiency will assist in ensuring the best possible standard / mix of facilities can be afforded and the best operational value for money / operational sustainability for all clubs within the precinct and

CERVANTES RECREATION PRECINCT

Shire of Dandaragan

Project No 2134 3rd February 2022



7.3 16th February 2022 – Results of Group Engagement



The above plan was sketched by the project Architect immediately following group engagement. The plan was displayed as a background at the Community meeting held on the 16th February.

The aim of showing the drawing was to capture the results of groups feedback.

Participants at the meeting were told that the plan is for discussion only and would not likely represent the final Master plan as the Master plan would be refined following the results of the meeting, further engagement and analysis.

Some of the feedback during the meeting was that the plan was too 'aspirational' and too large in scope for the size of Cervantes. The plan was subsequently superseded and is no longer relevant.

7.4 7th March 2022 – Further Master plan Development

The following draft Master plan was prepared for consideration of the Working Group as a result of feedback received during user group and community engagement.



LEGEND

- 1 B Bowling green—putting or similar
- 2 Existing bowling green
- 3 Dining to become bowls and golf club room
- 4 Corner room—multi-purpose club room
- 5 TAB moved to east end of bar
- 6 Existing Cervantes Country Club
- 7 New deck and links to multi-purpose courts
- 8 Multi-purpose courts
- 9 Linkage paths
- 10 Multi-purpose rooms and facilities
- 11 Ablutions—toilets and showers
- 12 Landscaped breakout court yard
- 13 Men’s shed external storage yard
- 14 Men’s Shed—approx. 250—300m2
- 15 Possible future Men’s Shed expansion
- 16 Men’s Shed entrance off car park
- 17 New CCRC Entrance
- 18 New bulk stores for CCRC
- 19 New umpire’s ablutions
- 20 Football Club move to Gallery Room
- 21 New Home changeroom in existing stores
- 22 Football shed demolished

**CERVANTES RECREATION PRECINCT
DETAILED MASTER PLAN**

Shire of Dandaragan

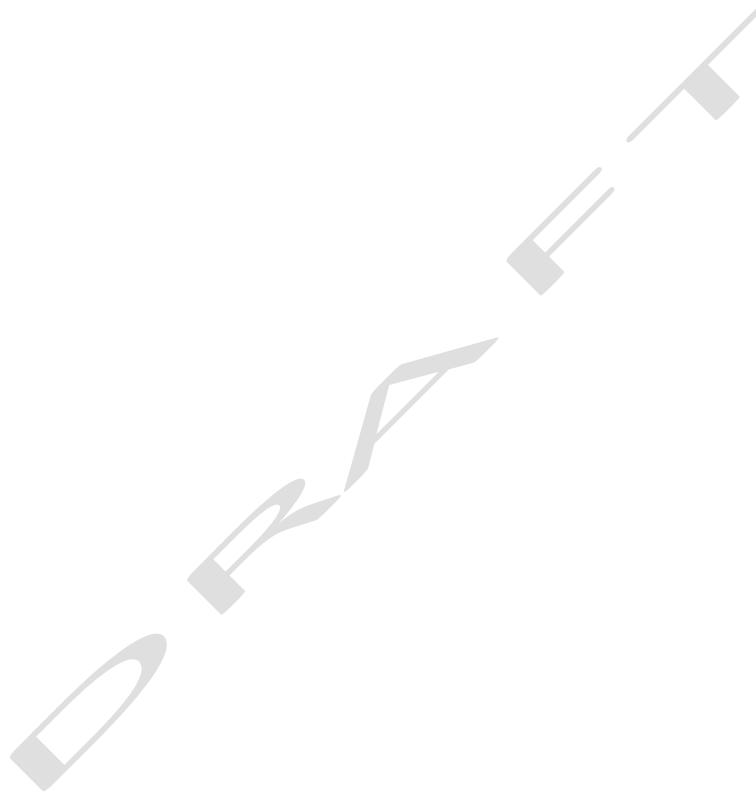
Project No 2134 8th March 2022



7.5 Master plan Options A, B and C

A range of options were developed in consultation with the working group and taking into account the results of all other parts of the needs assessment process.

These options texted various possible configurations. Consideration was also given to the realistic scope of facilities achievable for Cervantes.





LEGEND

- 1 B Bowling green—putting or similar
- 2 Existing bowling green
- 3 Dining to become bowls and golf club room
- 4 Corner room—multi-purpose club room
- 5 TAB moved to east end of bar
- 6 Possible refurbish / re-purpose dining room
- 7 New deck and links to multi-purpose courts
- 8 Multi-purpose courts
- 9 Linkage paths
- 10 Multi-purpose rooms and facilities
- 11 Ablutions—toilets and showers
- 12 Landscaped breakout court yard
- 13 Men’s shed external storage yard
- 14 Men’s Shed—approx. 250—300m2
14A - Alternative location
- 15 Possible future Men’s Shed expansion
- 16 Men’s Shed entrance off car park
- 17 New CCRC Entrance
- 18 New bulk stores for CCRC
- 19 New umpire’s ablutions
- 20 Football Club move to Gallery Room
- 21 New Home changeroom in existing stores
- 22 Football shed demolished
- 23 Enhance front façade of Rec Centre

**CERVANTES RECREATION PRECINCT
DETAILED MASTER PLAN - “A”**

Shire of Dandaragan

Project No 2134 21st March 2022





LEGEND

- 1 B Bowling green—putting or similar
- 2 Existing bowling green
- 3 Dining to become bowls and golf club room
- 4 Corner room—multi-purpose club room
- 5 TAB moved to east end of bar
- 6 Possible refurbish / re-purpose dining room
- 7 Retained as training courts
- 8 New Multi-purpose courts
- 9 Linkage paths
- 10 Multi-purpose rooms and facilities
- 11 Enhanced front façade to Rec Centre
- 12 Landscaped breakout court yard
- 13 Men’s shed external storage yard
- 14 Men’s Shed—approx. 250—300m2
14A - Alternative location
- 15 Possible future Men’s Shed expansion
- 16 Men’s Shed entrance off car park
- 17 New CCRC Entrance
- 18 New bulk stores for CCRC
- 19 New umpire’s ablutions
- 20 Football Club move to Gallery Room
- 21 New Home changeroom in existing stores
- 22 Football shed demolished

**CERVANTES RECREATION PRECINCT
DETAILED MASTER PLAN - “B”**

Shire of Dandaragan

Project No 2134 21st March 2022





LEGEND

- 1 B Bowling green— possible future putting green or similar
- 2 Existing bowling green to remain
- 3 Cervantes Country Club—possible external improvements
- 4 Tennis pavilion to remain
- 5 Two Multi-Purpose Courts for Netball, Basketball and possibly Tennis
- 6 Two dedicated Tennis Courts
- 7 Library re-purposed to Community room possibly for use by Pinnacles Express
- 8 New entry and library built onto west end of Rec Centre
- 9 Linkage paths linking “nodes” of precinct
- 10 Enhance front façade of Rec Centre
- 11 Football Club move to Gallery Room
- 12 Two new change rooms and Umpires room built to east side of Rec Centre
- 13 Football shed demolished
- 14 Possible Men’s Shed location

**CERVANTES RECREATION PRECINCT
DETAILED MASTER PLAN - “C”**

Shire of Dandaragan

Project No 2134 11th April 2022



7.6 Recommended Option - Master plan Options D

Option D represents the results of master plan design refinement following consideration of all elements of the needs assessment and analysis by the working group and consultants.

After review, the working group are satisfied that Option D is appropriate to be presented to council for consideration and if appropriate advertised for public comment.

The plan:

- Is seen as reasonable for the current and projected population of Cervantes;
- Takes into account the Shires Minimum Levels of Service for Sport and Recreation Facilities;
- Is likely to be perceived by funding providers as reasonable and therefore more likely to receive funding support. Funding support is contingent on master plan staging; successful completion of feasibility study and other required elements; and the outcome of individual funding applications.



- 1 B Bowling green— possible future putting green or similar
- 2 Existing bowling green to remain
- 3 Cervantes Country Club—possible external improvements
- 4 Tennis pavilion to remain
- 5 Two Multi-Purpose Courts for Netball, Basketball and possibly Tennis
- 6 Two dedicated Tennis Courts
- 7 Library re-purposed to Community room possibly for use by Pinnacles Express
- 8 New entry and library built onto west end of Rec Centre
- 9 Linkage paths linking “nodes” of precinct
- 10 Enhance front façade of Rec Centre
- 11 Football Club to utilise Recreation Centre facilities on game days and for special Function days
- 12 Two new change rooms and Umpires room built to east side of Rec Centre
- 13 Football shed demolished
- 14 Possible Men’s Shed location
- 15 Skate park and playground

CERVANTES RECREATION PRECINCT DETAILED MASTER PLAN

Shire of Dandaragan

Project No 2134 21st April 2022

8.0 Conclusion

This needs assessment and accompanying master plan were prepared following a methodical process. This included site analysis / stakeholder engagement; consideration of comparative standards and minimum levels of service; consideration of relevant Government policy; and extensive option analysis.

Needs assessment and master plan preparation are one phase as part of identification, development and implementation of projects.

Future phases are likely to include:

- Feasibility study, concept design and lifecycle cost analysis;
- Preparation of management plan and project management plan;
- Funding application documents;
- Achievement of funding; and
- Staged construction and operation of master plan elements.

For ease of access, recommendations of this needs assessment are provided within the executive summary.

9.0 Appendix

Appendix A – Standards of Provision

4.7 Standards of Provision

Based on the above analysis, a standard level of provision can be determined to service the immediate catchments of the key, but not all town sites. Accessibility is critical and the ability for residents to travel to gain access to a level of infrastructure is an important consideration. Where access is severely constrained and a population base is small, the extent of sport and recreation provision should be commensurate. Compact multi-use and function facilities that service a number of uses, such as a small community building, outdoor hard court area and grass kick-about / park area are likely to be sufficient. It is recognised however that based on the historic development of infrastructure across the Shire, co-location and multi-use infrastructure is limited. It would not be reasonable nor realistic to replace all of this infrastructure immediately. The replacement of single purpose infrastructure and alignment with multi-functional / co-location of use should therefore only be considered when the buildings reach the end of their useful life. Furthermore the replacement of such infrastructure should be guided by a long term master plan for all of the key sport and recreation precincts which will involve extensive community consultation in that process.

Based on local need the following facilities are deemed as being essential for four population centres of Badgingarra, Cervantes, Dandaragan and Jurien Bay. They enable communities to attract and retain residents and to facilitate social connectivity and community cohesion across a Shire wide area:

- One centralised community hub for sporting activity, social gatherings, meetings, events and festivals / community activities. Ideally this should be within one centralised building which provides a community centre, sporting pavilion, social / function space and public toilets / shared meeting and socialising areas. The facilities should have the capability to provide for both sport and general recreational use to provide for the resident community of all ages. The minimum level of service provided by the Shire for each of these hubs is proved at Table 9 below:

Table 9: Minimum Level of Service provided by the Shire to the four population centres

Minimum level of service provided by Shire	Badgingarra	Cervantes	Dandaragan	Jurien Bay
Indoor space with meeting rooms, kitchen, and function capability.	Yes	Yes	Yes	Yes
Indoor full-size basketball with multiple court markings.	No	No	No	Yes
Outdoor multi-functional court space x2 for the provision of tennis, netball and basketball (floodlit to evening training use).	Yes	Yes	Yes	Yes
One senior oval space which can accommodate the seasonal sports of Australian Rules Football as a minimum but with the capability to accommodate rectangular sports (2 rectangular senior pitches).	Yes	Yes	Yes	Yes
2 x gender diverse changing rooms with toilets and showers.	No	Yes	Yes	Yes
1 x umpire rooms.	No	Yes	Yes	Yes
Internal storage.	Yes	Yes	Yes	yes
External covered viewing areas.	Yes	Yes	Yes	Yes

Figure 10: (Appendix) Standards of Provisions (1) - SRP page 34

Minimum level of service provided by Shire	Badgingarra	Cervantes	Dandaragan	Jurien Bay
Play area / skate facilities for the youth / young children, drinking fountain and seating.	Yes	Yes	Yes	Yes
Facilities to be subject to community or external grant funding with an appropriate business case (i.e. not part of the minimum level of service provided by the Shire):				
1. External storage				
2. Training floodlights on the oval / adjacent to the oval (one installation of training level lights for weekday evening use). Competition lighting is not required.				
3. 1 x synthetic bowls green.				

- In Cervantes and Jurien Bay the provision of camping facilities (kitchen, toilet, ablutions, storage, potable water and barbeque's) are important income streams for each of the committees. These are to be supported in each town subject to the viability being validated by income and camper management costs (the committee's responsibility) against infrastructure provision and maintenance costs (the Shire's responsibility). Supporting infrastructure should, wherever possible be incorporated within the centralised community hub to ensure the optimum return on investment. This is to be determined by community demand.
- The centralised community hub may also ideally incorporate services that utilise the same or similar facilities. These are for Shire services such as the library.
- Connectivity from other key activity areas via dual use / shared paths which provide good accessibility.
- Golf club developments are based on local circumstances / local need and should remain within community control and responsibility to manage and maintain. The role of the Shire in such circumstances is merely to support club funding opportunities that ensure the infrastructure is fit for purpose, but not to manage a critical community resource.

The appropriate level of provision based on the four individual regional town sites is referenced in table 10 below and as referenced above will be dependent on the anticipated lifecycle of a particular facility / building and the output of extensive community consultation. The standards of sport and recreation facility provision for each of the four town centre catchments is scaled against the size of the resident population:

Table 10: Proposed Standards of provision for each central sport and recreation area

Town Site	Projected Requirement and Rationale	Standard of Provision: Implications
Cervantes	Access to the minimum level of infrastructure identified above should be maintained. This will require a review of current infrastructure with the Country Club, detached AFL clubhouse and Community Recreation Centre being developed as one central co-located building, courts and grounds precinct over the long term redevelopment of the site.	<ul style="list-style-type: none"> • Central community / recreation centre providing one consolidated multi-functional building servicing all sporting and recreation activities. • Co-location of Country Club activities with the community recreation centre or review of current Country Club building to facilitate the co-location objective by introducing other community groups and recreation pursuits. • Upgrade of outdoor hard court area to provide two multi-use games areas.

Appendix B – Current Facilities, Fitness for Purpose and Use

5. Current Facilities, Fitness for Purpose and Use

This section identifies the current facilities across the Shire of Dandaragan townsites. These facilities were audited visually from a functional perspective and their current usage analysed. The audit process with accompanying photographs is contained at Appendix D and the main considerations are provided below.

5.1 Cervantes

Table 13 identifies the current facilities at Cervantes and user groups:

Table 13: Current Cervantes facilities and user groups

Users	Facility
Cervantes Bowling Club, Cervantes Chamber of Commerce, Cervantes Cultural Committee, Cervantes Tennis Club, Cervantes Football Club (inc) and Cervantes Ratepayers and Progress Association	Cervantes Country Club
Cervantes Golf Club	Cervantes Golf Club and Cervantes Country Club
Cervantes Women's Forum	Cervantes Country Club
Cervantes Playgroup, Country Women's Association Cervantes, Cervantes Football Club (Inc) and Netball Club, Cervantes Netball Club and Cervantes Arts and Cultural Committee	Cervantes Community Recreation Centre
Cervantes Horse Club	Horse club facilities
Cervantes Historical Society	Leased facility
Cervantes Community Men's Shed	Men's Shed
Cervantes Fin Fishers	Fin Fishers facility

Figure 12: (Appendix) Current Facilities (1) - SRP Page 40

Table 14 contains the output of the visual audit of the facilities which revealed the following as key considerations for Cervantes:

Table 14: Functionality Assessment of Cervantes Sport and Recreation Infrastructure

Facility	Functionality	Implications and Facility Requirements
<p>Cervantes Community Recreation Centre (CCRC):</p>	<p>The CCRC facility while dated has received significant investment to upgrade. Functionality factors related to the building and broader site development include:</p> <ul style="list-style-type: none"> Recent upgrades to the facility which has enhanced public toilets and changing facilities to service the campers and spectator use of the oval. These are well appointed and maintained. The toilets and showers have excellent signage and are fully accessible. The new open access function space with concrete floor and adjacent kitchen area is available for use is light, functional and attractive with a high ceiling. The kitchen area similarly has a high ceiling and is well equipped with food preparation and cooler units / fridges, dishwasher unit, oven stove and extraction units. All are relatively new and well maintained. The single court hall with wooden floor is in good order and provides a well-lit flexible space for a variety of community activities. It is showing signs of significant wear and tear mainly related to its age and construction. Significant water ingress damage is noted at the high level window openings. Storage is well laid out and caged with good ingress and egress. Changing facilities have been updated and are functional and clean with good quality, modern fixtures and fittings. To the rear of the centre is an old garage / storage unit which is damaged and rusting together with the remnants of the previous outdoor sink units which were replaced by the new camping extension. The main entry to the CCRC is understated and leads directly to the library. It would benefit from a re-alignment. 	<p>In spite of recent investment there are a number of deficiencies with the building which need to be resolved including:</p> <ul style="list-style-type: none"> Roof leaks were evident and need to be resolved. Improved air circulation in the CCRC could improve functionality. The functionality of the large kitchen servicing the CCRC will require the gradual replacement of assets due to age of infrastructure. The western foyer of the CCRC does not provide an attractive and functional building entry / reception. Upgrading the CCRC's entry will improve disability access and library services which are currently provided two days/ week by the Shire in a small, isolated pocket within the building. The hall's unused mezzanine could be decommissioned or repurposed with modifications.

Figure 13: (Appendix) Current Facilities (2) - SRP Page 41

Facility	Functionality	Implications and Facility Requirements
	<ul style="list-style-type: none"> • Adjacent to the car park and recently upgraded dual use path is a shark themed playground which is well maintained and provides an attractive accessible resource for the community and visitors. • Within close proximity to the CCRC are four tennis courts showing significant damage to the top-surface and surrounding fencing. • The football shed is detached and serviced by a dirt track. It is a basic structure with a concrete floor having basic bar and servery functions. It needs to be brought into compliance with a possible upgrade to the ablutions. The extended shaded viewing area to its front provides a small flat viewing area to the oval. • Adjacent to the football shed is a small concrete pad which has recently been constructed. It is to be used for club extension abuilding licence will be required to facilitate this development. • The oval is well maintained with good viewing areas. The surrounding spectator banking is raised. The post and rail fence surrounds are near end of life and require replacement. This is currently being undertaken. The site does not benefit from oval floodlights. It would benefit from 50lux training lights in one area for the purposes of midweek training but is unlikely to justify further sports lighting for limited evening use. • Adjacent to the children's playground is a skate park which has fixed ramps and seating, together with a basketball net. This is all on one concrete pad which has appropriate regulatory signage. While an ageing piece of infrastructure with limited flexibility it provides a useful resource for the youth. Upgrades could be considered to modernise the street infrastructure components. 	<ul style="list-style-type: none"> • The AFL club have access to the CCRC but continue to utilise the adjoining shed for club and social functions. Utilising the CCRC building social, catering, court and meeting facilities should be promoted. The existing AFL clubroom should be upgraded to meet compliance. This is more suited to occasional use for training and game day socialising. • The CCRC, separate buildings and oval are used for limited and often singular purposes. This over time should be addressed through the co-location of users for large group activities into one centralised facility where practicable.
<p>Cervantes Country Club (CCC)</p>	<ul style="list-style-type: none"> • The CCC is ageing and while functional, the internal space is showing signs of deterioration. The building is requiring refurbishment to increase its functionality and potentially reduce ongoing operational costs. • The TAB area occupies an area of the bar which has extensive seating and eating areas wrapped around an 'L' shaped servery. • Darts and pool are available in one area of the bar off which there is a large meeting room. 	<p>The CCC is an extensive building which is neither functional nor efficient. The following should be considered:</p> <ul style="list-style-type: none"> • Reviewing the infrastructure and potentially reduce the current floor area and associated infrastructure.

Figure 14: (Appendix) Current Facilities (3) - SRP Page 42

Facility	Functionality	Implications and Facility Requirements
	<ul style="list-style-type: none"> Internal fixtures and fittings have not been updated for some time and the facility may benefit from more contemporary fit for purpose refits to improve amenity and efficiency. The two sets of women’s and men’s amenities and the main function room kitchen, bar and associated storage/service area need upgrading. There is an extensive cool room and commercial kitchen. The kitchen is well equipped as a commercial kitchen and is clean. The cool room is showing signs of wear and tear and the adjacent storage area and minor kitchen needs upgrade. The bowling green immediately adjacent to the country club is functional and sufficient to service the needs of the community. The removed bowling green adjacent has been earmarked as an opportunity suitable for relocation of the Cervantes Men’s Shed. This is an ideal location where the need for meeting rooms, toilets and kitchen area can be serviced by the existing infrastructure. 	<ul style="list-style-type: none"> Consider relocation of the Cervantes Men’s Shed to the removed bowling green and incorporate access to shared services within the CCC (meeting rooms, outdoor seating area, toilets and access to kitchen). There is a need to develop the most cost advantageous management model for the facility.
Horsemens Club	<ul style="list-style-type: none"> The facility is in an isolated location outside of Cervantes with a limited level of infrastructure. It is reported that the horse club have difficulty in meeting financial commitments to bills and insurance cover. 	<p>While a valuable local resource the facility would require significant investment to be managed and maintained to a reasonable standard where it is attractive to visitors to the area. The Shire’s role with the facility should be as a facilitator to source potential grant funding and assist with viability, but not as a high priority for investment as a community resource.</p>
Cervantes Men’s Shed	<ul style="list-style-type: none"> The Cervantes Men’s Shed is at the end of its useful life and not fit for purpose. The site is fenced and due to limited internal storage requires a significant amount of the external yard area to accommodate overflow. The facility utilises all available space for storage and operations and is located directly opposite an active commercial operation adjacent to the foreshore. Given recent improvements and planned developments to enhance the foreshore the facility is incongruous with the desired enhancement outcomes. 	<p>Care will need to be taken in the design of the Men’s Shed to ensure appropriate noise attenuation and dust extraction is included. Three phase power would generally be required to ensure stability in accommodating a range of machines. It is important to provide sufficient space to bring in equipment (on low loaders) and</p>

Figure 15: (Appendix) Current Facilities (4) - SRP Page 43

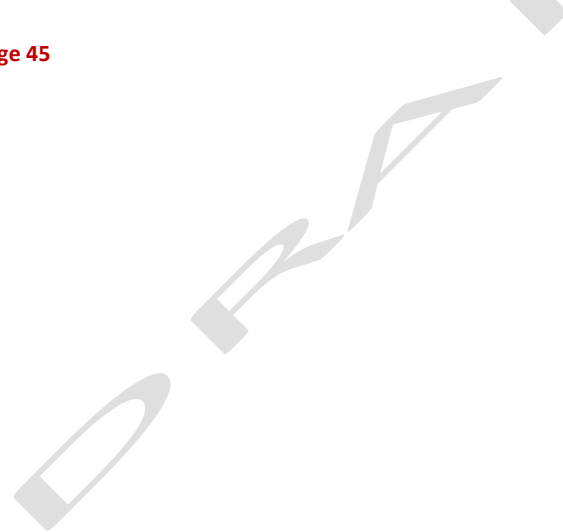
Facility	Functionality	Implications and Facility Requirements
	<ul style="list-style-type: none"> The facility is unlikely to comply with industrial extraction, space and electrical safety requirements. A purpose built facility located closer to other community facilities would be highly beneficial where those of the same age group could participate in a range of activities. This could include incorporation of shared access to toilets, function areas, kitchen, meeting space (undercover) and extensive internal and external managed storage. 	<p>provide an internal height of a minimum of 4.5m. The facility floor would require sufficient strength to accommodate heavy lathes / machinery.</p>
Cervantes Foreshore	<ul style="list-style-type: none"> The foreshore masterplan includes extensive development including erosion controls and boardwalk providing controlled access onto the beach. This will provide a valuable recreation space which links key infrastructure along the foreshore area and enhances accessibility, which will benefit the local tourist economy and businesses. The implementation of the foreshore master plan will need to be undertaken in stages as funding becomes available. 	<ul style="list-style-type: none"> Enhancement of the Cervantes foreshore as per the adopted master plan will vastly improve the activation, access and amenity of the foreshore parkland. The proposal for completion of the cycle path connecting Hill River to Cervantes is a high priority for the district and will complete the Turquoise Way project. This is to be re-affirmed as a high priority for future investment.
Cervantes Golf Course	<ul style="list-style-type: none"> The winter use golf course provides a local resource but it's further development is compromised by low membership numbers and limited financial capability. The golf facilities suffer from regular vandalism and the western shed requires asbestos removal and re-sheeting works. The golf facilities are not developed to attract competitions and commercially viable golf related services. It largely serves the local community for social games and would not be a significant contributor to the local economy. The golf course is managed entirely by 15 long term members who do not have representation on the CCC management committee. 	<ul style="list-style-type: none"> The facility is unlikely to be considered a priority in future for Shire investment due to the limited return it is likely to provide. Cervantes Golf Course representation on the CCC management committee would assist with improving viability for both the golf and CCC facilities.
Cervantes Fin Fishers	<ul style="list-style-type: none"> The facility serves a functional purpose for the Fin Fishers. It would not be deemed a high priority for investment by the Shire, being a single purpose stand-alone facility. 	<p>It is not recommended any further investment in the facility is undertaken by</p>

Figure 16: (Appendix) Current Facilities (5)- SRP Page 44

Facility	Functionality	Implications and Facility Requirements
	<ul style="list-style-type: none"> There is limited capacity for the Fin Fishers club rooms to be further developed and they are not connected to mains water supply. 	the Shire, unless the group vacate the premises. At which point the demolition of the facility should be considered.
Cervantes Historical Society	<ul style="list-style-type: none"> The facility was not audited as it occupies a building which ideally should accommodate a commercial use. 	Opportunities may exist to relocate the society within the CCCC subject to agreement being reached with the management body.

In addition to the facilities audited, the consideration of investment at Tranquilo Park is a key development consideration by the local community and should not be ignored. Ongoing management and maintenance of the asset and existing park infrastructure will be a core responsibility of the Shire. The development of this space for a BMX / dirt track facility will be a useful additional resource for the youth and the responsibility of the community.

Figure 17: (Appendix) Current Facilities (6) - SRP Page 45



Appendix C – Critical Considerations

7.2 Cervantes

The critical considerations identified for Cervantes included:

- Cervantes Community Recreation Centre (CCRC): There are some key asset management and building improvement aspects identified in the visual audit that need to be addressed immediately which were addressed in the visual audit. It is suggested that these be undertaken in a planned approach and reflected in the recommendations in the following section.
- Cervantes Country Club (CCC):
 - The potential review and redevelopment of current infrastructure to respond to the proposed Men's Shed development and reduce the functional extent of the building.
 - Fundamentally the future of the facility requires careful consideration to ensure it can be adapted to meet the community's needs through a potential redevelopment.
 - The operational matter of securing appropriate licenses for alcohol service.
- Horsemens Club: continued provision as a local resource.
- Development of a business case and/or relocation of the Cervantes Men's Shed to a suitable location such as to the removed bowling green at CCC has been identified as a high priority in the short term due to limitations with its current location.
- Cervantes Foreshore:
 - To continue to attract investment to complete the Master Plan and provide an enhanced tourism and local residents service offering.
 - Complete the Turquoise Way Trail from Hill River to Cervantes.
- Cervantes Golf Course: To assist in the club's retention and business planning. This needs to be undertaken in conjunction with the future of CCC.
- Cervantes Fin Fishers: Further development of facilities cannot be justified based on the current non-compliance issues associated with the current building and lack of security of tenure.
- Cervantes Historical Society: The group are seeking a permanent home for administration activities, to establish displays and store materials. There is potential to re-align with a redeveloped CCC.
- Tranquilo Park: To support the community building a small BMX community facility.

Figure 18: (Appendix) Critical Considerations - SRP Page 64

Appendix D – Sport and Recreation Plan Recommendations (Cervantes)

8.2 Cervantes

Table 22 incorporates the recommendations specifically related to the Cervantes Townsite.

Table 22: Proposed Cervantes Recommendations

No.	Recommendation	Rationale	Timing
16	Precinct Master Plan: The Shire will commit to undertake the master planning of the Cervantes Reserve and all subsequent recommendations are to be in accordance with this long term plan.	The current level of infrastructure has been developed in an ad hoc manner over a number of years, is inefficient and adversely impacting on the long term financial viability of the precinct.	S
17	Cervantes Community Recreation Centre (CCRC): As an immediate priority the Shire will address asset management obligations to address issues with the roof leaking. In the longer term the Shire will work with the CCRC management body to develop a phased implementation plan align to the Shire Long Term Financial Plan and potential funding opportunities to consider: <ul style="list-style-type: none"> Enhanced air flow throughout the CCRC. Enhancements to the building entry to provide a prominent entry statement and improve disability access with a focus on improving the functionality of the library space and redesign for improved internal circulation. Potential of the mezzanine for increased functionality. 	The building has immediate asset improvement requirements which need to be addressed. In the medium to longer term the functionality of the building should be addressed through reviewing both the entry and internal functionality of the building. Development works should be staged in accordance with availability of financial resources.	S
18	Cervantes Country Club: The Shire will work with the management committee to secure the long term viable future of the CCC and inclusion in a master plan for the recreation precinct. This will initially include the development of a needs analysis based on a review of the current facility and operations, to determine areas which may be redeveloped to accommodate alternative users and /or reduce operational space.	The current country club operations have been struggling due to the extensive facility and lack of income. The business model is in need of review as is the extent of facility infrastructure with a view to reducing overheads and increasing use.	S

Figure 19: (Appendix) Recommendations (1) - SRP page 70

No.	Recommendation	Rationale	Timing
19	Cervantes Golf Club: The Shire will work with the club to assist in increasing its financial viability to secure its long term future and integration of operations with those of the CCC. This will be considered as part of the Precinct Master Plan	The golf club requires support if it is to be retained as a viable business. This needs to be part of the broader CCC business planning review.	S-M
20	Cervantes Men’s Shed: The Shire will work in partnership with Cervantes Men’s Shed and Cervantes Bowling Club with a view to relocating and constructing a Men’s Shed on the redundant bowling green adjacent to CCC. This will be undertaken in accordance with the Precinct Master Plan having regard to the long term business plan and review of the CCC functionality to ensure where practicable, the use of shared infrastructure is maximised.	The current location of the Men’s Shed is unsustainable. An opportune location would be adjacent to the existing bowling club and CCC where resources could be shared and alignments maximised.	S-M
21	Cervantes Historical Society: The Shire is committed to support the re-location of the Historical Society into a suitable premises and will advocate for and support the process. Consideration will also be given to potential co-location at CCC as part of the facility review.	They are finalising their 10 year business plan which will help guide their decisions for the future	M
22	Turquoise Way Cycleway: The Shire will advocate for the funding and completion of the Turquoise Way cycleway from Cervantes to Hill River as a high priority for connectivity between communities and as a tourism attractor.	This has and continues to be a key priority of the Shire and residents of the townsite as a mechanism to attract tourist and connect coastal population centres.	S-L
23	Tranquilo Park: The Shire is committed to support the community use and upkeep of the park and do not anticipate further development of the site.	The current facilities are suited to the site, with pathway connections throughout Cervantes needed to connect youth facilities in particular.	M
24	Cervantes Foreshore Development: To continue to attract investment to complete the Master Plan and provide an enhanced service offering local residents and tourists	The Shire is committed to the development of the foreshore as a visitor attractor and to provide a range of opportunities for local residents.	S-M

Figure 20: (Appendix) Recommendations (2) - SRP Page 71

9.4.2 LEASE – CERVANTES COMMUNITY MEN’S SHED

Location:	Shire of Dandaragan
Applicant:	Not Applicable
Folder Path:	
Disclosure of Interest:	Nil
Date:	1 September 2022
Author:	Brent Bailey, Chief Executive Officer
Senior Officer:	Not Applicable

PROPOSAL

This purpose of this report is for Council to consider establishing a lease for the Cervantes Community Men’s Shed in accordance with the recently endorsed Cervantes Recreation Precinct Master Plan.

BACKGROUND

The Cervantes Community Men’s Shed currently occupy a leased site on Madrid Street and have been seeking an alternative, larger site to develop a new facility for its members. At the August Council meeting, Council endorsed the Cervantes Recreation Precinct Master Plan which included a priority action to progress the lease of land to the Cervantes Community Men’s Shed. The proposed site is on a portion of the Recreation Reserve 35920 (Lot 891) to the westward side of the old bowling green. Reserve 35920 currently encompasses the bowling green(s) and the golf course.

Since this decision, a site for Council endorsement has been finalised. Subject to Council endorsement of the officer’s recommendation, a lease document will be prepared with parity to the key terms and conditions for the equivalent Jurien Bay organisation. The community lease will formalise the agreement between the Shire and the Men’s Shed to manage a portion of the reserve or facility on behalf of the Shire and for the community.

The lease agreement will support the Cervantes Community Men’s Shed in conducting their activities/services, and in doing so, provides benefit to the wider community. The Shire aims to support community groups to increase their capacity and improve facilities within the Shire that result in strengthening of the community helping to build vibrant, inclusive and healthy communities.

COMMENT

The land is currently a Parks and Recreation reserve comprising an area of 65.83ha. Taking into account the outcomes of the Cervantes Recreation Precinct Plan, the proposed lease site (approximately shown below but to be confirmed via survey by the Cervantes Community Men’s Shed) is requested for a 45m x 65m area (2925m²) which will provide the organisation with sufficient space to construct the shed, storage areas, landscaping, turning radiuses for freight trucks and associated vehicle parking. A building footprint of approximately 15m x 30m has been indicated in yellow on the aerial image.



The Shire currently holds a management order over Reserve 35920 with the ability to lease for no longer than 21 years for the purposes of the classification of the reserve, Parks and Recreation. At present Council has a lease in place with the Cervantes Golf Club and Cervantes Bowls Club for their respective portions of the reserve.

A men's shed aligns with the recreation classification and therefore can facilitate a lease for such a development. Furthermore, the proposed site is in keeping with the locality being located adjacent existing community recreation infrastructure.

This new site will also provide the opportunity for the Cervantes Men's Shed to expand their capacity and facilities for its members. At present the organisation has not finalised detailed plans for the development of the site. Accordingly, when complete, Council will be required to assess the proposed built form as part of a development application process.

CONSULTATION

- Cervantes Community Men's Shed

STATUTORY ENVIRONMENT

Local Government Act 1995 Section 3.58 - Disposing of Property

3.58. Disposing of property

(1) *In this section —*

dispose *includes to sell, lease, or otherwise dispose of, whether absolutely or not;*

property *includes the whole or any part of the interest of a local government in property, but does not include money.*

(2) *Except as stated in this section, a local government can only dispose of property to —*

(a) *the highest bidder at public auction; or*

(b) *the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*

(3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —*

(a) *it gives local public notice of the proposed disposition —*

(i) *describing the property concerned; and*

(ii) *giving details of the proposed disposition; and*

(iii) *inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;*

and

(b) *it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*

Local Government (Functions and General) Regulations 1996 -
30. Dispositions of property excluded from Act s. 3.58 (2)(b)

30. Dispositions of property excluded from Act s. 3.58

(2) *A disposition of land is an exempt disposition if —*

(b) *the land is disposed of to a body, whether incorporated or not —*

(i) *the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and*

(ii) *the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions;*

POLICY IMPLICATIONS

Policy 6.2 - C-6R02 – Reserves

PART A- Policy

Objective

To provide guidance regarding the usage and leasing arrangement of Shire Reserves.

*Policy Statement*1. *Lease Provisions - Reserves*

Where Council resolves to lease a Reserve Vested in its control or resolves to lease land owned by it to a local sporting or community organisation, the following notes are to form the basis for the lease agreement:

- (a) Length of lease to be for twenty-one (21) years unless otherwise terminated. (Maximum permissible under management order).*
- (b) Annual rental to be "a peppercorn."*
- (c) The Lessee shall not carry out any permanent structural improvements on the reserve without the prior written approval from the Council.*
- (d) All structural improvements on the reserve shall be and remain at law, the property of the Shire. The Club shall have the sole use, benefit and enjoyment of the reserve and all structural improvements thereon during the operation of the lease.*
- (e) The Lessee shall comply with all Acts of Parliament, Orders, Regulations, Local Laws, etc, that apply to the reserve and structural improvements.*
- (f) The Lessee shall keep the Reserve area and all structural improvements in a maintained, clean and tidy condition at all times and shall comply with any directions of the Council that may be issued requiring works to have the Reserve area and structural improvements placed in a maintained, clean and tidy condition.*
- (g) The Lessee shall not disturb the surface soil and vegetation in a manner likely to cause erosion. If erosion damage does occur, the Club shall take remedial action as directed by the Council.*
- (h) The Lessee shall permit the Shire's officers access to the Reserve and structural improvements at all reasonable times to ensure that the lease conditions are being complied with.*
- (i) The lease may be terminated by the Council if the Club fails to comply with provisions of the lease agreement. The Council shall give the Lessee at least thirty (30) days notice in writing requiring the Club to rectify the breach of lease before taking action to terminate the lease under this provision.*
- (j) The Lessee shall not assign or part with possession of any Crown lease without prior approval from the Council and the responsible Minister.*

- (k) *The Lessee shall meet all costs in relation to preparing and stamping the lease document.*
- (l) *Any leases entered into relating to Council's Reserves are to include a plan completed by a licensed surveyor depicting the area of land to be leased as an attachment to the lease document.*

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

Strategic Community Plan - Envision 2029

04 - Community	The Shire's resident population will be the fastest growing population in the region supported by increased community recreation and cultural opportunities and access to key liveability factors such as health and wellbeing services and educational opportunities
Priority Outcomes	Our Roles
A region that develops and supports community leadership and collective values	Provide governance support for community groups to deliver their objectives

ATTACHMENTS

Circulated with the agenda is the following item relevant to this report:

- Cervantes Recreation Precinct Master Plan layout (Doc Id: SODR-1272937250-1335)
- Support letter Cervantes Golf Club Inc (SODR-1272937250-1365)
(Marked 9.4.2)

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council:

- 1) Authorise the CEO to negotiate and execute a lease agreement for a portion of Reserve 35920 (45m x 65m) with the Cervantes Community Men's Shed inclusive of the following material terms:
 - a. Authorised use: Community purposes and uses reasonably ancillary thereto.
 - b. Term: 21 years
 - c. Further Term: nil
 - d. Annual Rent: \$1
 - e. Council to meet all lease preparation costs.
- 2) Authorise the Chief Executive Officer to forward the negotiated lease agreement to the Minister of Lands for final approval.

ALTERNATIVE MOTION

Moved Cr Shanhun, seconded Cr Gibson

That Council:

- 1) Authorise the CEO to negotiate and execute a lease agreement for a portion of Reserve 35920 (45m x 65m) with the Cervantes Community Men's Shed inclusive of the following material terms:
 - a. Authorised use: Community purposes and uses reasonably ancillary thereto.
 - b. Term: 21 years
 - c. Further Term: nil
 - d. Annual Rent: \$1
 - e. Council to meet all lease preparation costs.
- 2) Authorise the Chief Executive Officer to forward the negotiated lease agreement to the Minister of Lands for final approval.
- 3) That following execution of the above lease, and subject to:
 - a) Cervantes Men's Shed contributing an equal or greater amount, and
 - b) sufficient external funding being sourced to bring the proposed new Cervantes Men's Shed construction project to fruition,

Council agrees to:

- a) provide a grant of \$50,000 towards the cost of construction of the proposed shed building; and
- b) provide an interest free self-supporting loan up to the value of \$25,000, with half yearly repayments over a 10-year period.

LOST 1 / 7

Reason for amending the Officer's Recommendation: The Cervantes Men's Shed project and the grant of a lease has suffered delays of several years. This project now requires the full support Council and be progressed with significant priority.

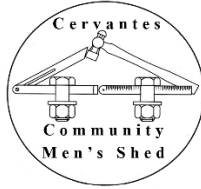
COUNCIL DECISION

Moved Cr Rybarczyk, seconded Cr Shanhun

That Council:

- 1) Authorise the CEO to negotiate and execute a lease agreement for a portion of Reserve 35920 (45m x 65m) with the Cervantes Community Men's Shed inclusive of the following material terms:
 - a. Authorised use: Community purposes and uses reasonably ancillary thereto.
 - b. Term: 21 years
 - c. Further Term: nil
 - d. Annual Rent: \$1
 - e. Council to meet all lease preparation costs.
- 2) Authorise the Chief Executive Officer to forward the negotiated lease agreement to the Minister of Lands for final approval.

CARRIED 8 / 0



Cervantes Community Men's Shed
PO Box 141
CERVANTES WA 6511

3rd May, 2023

Chief Executive Officer
Shire of Dandaragan
Bashford Street
JURIEN BAY WA 6516

Dear Mr Bailey

CERVANTES COMMUNITY MEN'S SHED – NEW MEN'S SHED CONSTRUCTION PROJECT

Background

Cervantes Community Men's Shed (CCMS) has been in operation since 2011 without purpose-built, appropriate or even satisfactory premises. In December, 2022 CCMS appreciatively signed a lease with the Shire of Dandaragan for the land at Lot 891 Aragon Street, Cervantes. CCMS is now in a position to build a purpose built shed to meet the needs of current and future CCMS members.

Proposed Building

CCMS members have designed a building 15 metres wide by 30.5 metres deep. The building, constructed using Colorbond steel products is in two parts, the workshop and the amenities. The workshop is designed with a roof height of 4.8 metres, three main working bays; metal working, wood working and rope weaving and storage. In The Cervantes Recreation Precinct Needs Analysis, on Page 56, Consulting Great Southern advised to include appropriate noise attenuation and dust extraction; three phase power will be installed to ensure stability in accommodating a range of machines; the workshop has sufficient space and door design to bring in equipment (on low loaders) and provide an internal height of a minimum of 4.5m. The facility floor has sufficient strength to accommodate heavy lathes / machinery. The amenities area of 15 x 8 metres will house the ablutions, office, kitchen, first aid station and meeting room. Attached are preliminary layout drawings of the building and the quotation from supplier, Nusteel Patios and Sheds, Moora.

Project Budget	Total	Funded	In Kind	CCMS
Site Clear	\$10,000.00		\$10,000.00	
Fencing, Prep	\$25,000.00	\$15,000.00		\$10,000.00
Shed Construction	\$276,000.00	\$261,000.00	\$5,000.00	\$10,000.00
Septics	\$3,000.00			\$3,000.00
Electrical	\$40,000.00	\$30,000.00		\$10,000.00
Plumbing	\$13,000.00	\$8,000.00	\$3,000.00	\$2,000.00
Fitout	\$36,000.00	\$10,000.00	\$8,000.00	\$18,000.00
Furniture & Equipment	\$17,000.00			\$17,000.00
Total	\$420,000.00	\$324,000.00	\$26,000.00	\$70,000.00

Project Funding of \$420,000

- CCMS has a bank balance of \$110,000 and plans to devote \$70,000, (16.67% or 1/6) to the project.
- It is hoped that the Shire of Dandaragan will contribute \$48,000 to the project, 11.43% of the project cost.
- If this is successful, our application to LotteryWest will be \$261,000, 62.14% of the project.
- Successful Grants from WAMSA and FRRR of \$15,000 accounts for the remaining 3.57% of the project cost.
- In-kind contribution of \$26,000 accounts for 6.19% of the project cost.

The Project

Work has begun on the property. The Shire of Dandaragan are kindly clearing and levelling the block and this work commenced Monday, 1st May, 2023. CCMS will fund the light covering of gravel on the ground to avoid wind erosion. CCMS has engaged the fencing contractor, FenceWright to commence work early in June, 2023. A majority of this work has been funded by the WAMSA and FRRR grants.

We will not be able to order the supply of the shed until grant application results are positive and announced. Once this step is reached, it will be full speed ahead with the Project Management Plan.

Cervantes Community Men's Shed and the Community of Cervantes and Surrounds

With a strength of 63 members, 13% of the population of 480 residents, CCMS occupies a valued and important position in the community of Cervantes and surrounds. Apart from the core business of providing a meaningful, motivating and inspiring environment for its members to meet, work and socialise, CCMS provides a wide range service to the residents of Cervantes that would not otherwise be available. Cervantes does not have a household repair service operator, disability aids installer or a grounds maintenance contractor. These tasks, and more are provided on request to a wide range of residents as recorded in the attached document CCMS Community Projects. Members have two major income deriving activities, Rope Products manufacture and sales and Containers for Change. Description of these activities is demonstrated in the attached document CCMS Rope Products and Containers for Change.

CCMS is the "go to" organisation for assistance with projects and activities driven by other community groups and individuals. The portable sausage sizzle trailer is popular and well utilised at community events and providing breakfast for hundreds of people at the Nambung Country Music Muster are two examples of cooperation with other community groups. Cervantes Historical Society, the Cervantes Cultural Committee, Cervantes Ratepayers & Progress Association, CWA Cervantes Branch, the Cervantes Golf Club, Cervantes Pony Club have all had the occasion to request assistance with jobs and projects. You will find their letters of support in the attached file CCMS Support Letters and News Articles.

The list of activities, benefits and assistance given by CCMS members is lengthy. A majority of the work achieved in the past has not been recorded but rest assured, it is wholeheartedly appreciated.

In Conclusion

If CCMS is not successful in this application to the Shire of Dandaragan for funding, it will not be possible to apply to LotteryWest for a grant. It is necessary to attract funds from our Local Government Authority to gain credence with LotteryWest. LotteryWest is the only source for a community grant of high value funding.

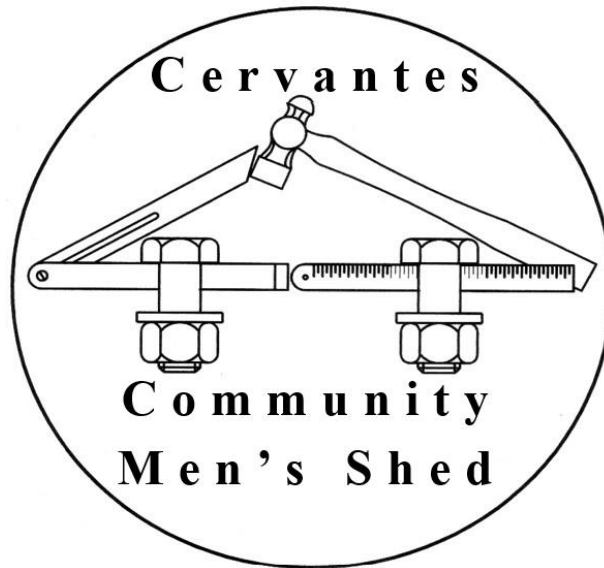
The Cervantes Community Men's Shed in Aragon Street Cervantes will be a substantial asset to the town of Cervantes and the Shire of Dandaragan. This new building, built on the main thoroughfare of Cervantes will be a focal and conversational topic and point of interest for residents and visitors alike. Once operational, the shed will provide a safe, Worksafe compliant building from which the valuable community work by Shedders can flourish.

Should you have any queries relating to this request, please do not hesitate to contact me.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Murray Ford', written in a cursive style.

Murray Ford
President
0427 779 431
mepro@bigpond.com



**Cervantes Community
Men's Shed
Business Plan 2022**

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Key details

Registration details

Business name	Cervantes Community Men's Shed Inc.
Date registered	17/01/2014
State registered in	Western Australia
Business structure	Incorporated Body
Australian business number (ABN)	69 558 233 737

Contact details

Name	Murray Ford
Mobile	0427 779 431
Email	mepro@bigpond.com
Address	46 Cordoba Way, Cervantes WA 6511

The business

Plan summary

Cervantes Community Men's Shed is a Community shed operating as an independently incorporated not-for-profit organisation and is open to the public and run by our own committee.

This Business Plan is to document the past, current and future business of the Cervantes Community Men's Shed (CCMS). It was preceded by the Cervantes Community Men's Shed Business Plan 2019 – 2014. It is appropriate that the business plan is updated now that CCMS has secured premises to build a purpose-built Men's Shed.

In addition, the business of CCMS has significantly advanced with the inclusion of the Containers for Change project and the financial injection this project achieves. This financial improvement has given CCMS Members confidence to move ahead with the construction of the Men's Shed.

It is imperative that analysis of the business of CCMS is recorded and measured at this time to provide confidence internally for Members and externally for construction partners such as Men's Sheds of WA our governing body, Shire of Dandaragan our landlord and the grant funding source organisations we will be calling on for assistance.

The duration of this plan will be occupied with the building of the purpose-built shed however, core business will continue at the existing shed to support Members both in activity and financially. The SWOT analysis emphasises the necessity to maintain reasonable expectations throughout the build and notes the need to monitor progress against expectations and be prepared to adjust.

The composition of this plan has given Members the opportunity to acknowledge the substantial amount of work and community activity achieved to date through the documents 'CCMS Community Projects,' 'CCMS Rope Products and Containers for Change.' These documents will continue to collect data and grow as CCMS continues its core business, working with the community of Cervantes, producing useful, practical items using recycled rope and collecting recyclable containers and generating income for the building and future projects.

The next major task for Members is to create the project plan for the build of the building. There is sufficient knowledge and skill within the Member group to appoint a working group to manage the project, document the project and progress the project to completion. It would be interesting to count how many sheds have been built in the past by the Member group.

CCMS aims to develop a purpose built Men's Shed from which to operate; to carry out projects and initiatives; to house its growing inventory of tools, machinery, equipment and other assets; and most importantly, to be a place for men and women to come together in a friendly, safe and welcoming environment.

What our business does	Cervantes Community Men's Shed is part of a nation-wide network of Men's Sheds with a common cause; to improve the physical and mental health of men and women in their community. The Men's Shed movement has become one of the most powerful tools in addressing health and wellbeing, helping men to once again become valued and productive members of our community.
Our target market	<ul style="list-style-type: none"> • Men and women residing in and around Cervantes who, for whatever reason, have become socially isolated, disconnected and/or withdrawn. • Men and women residing in and around Cervantes who are interested in belonging to a group of active, productive and engaging people who meet and work on a regular basis in and for their community.
Our unique selling point	Cervantes Community Men's Shed (CCMC) provides a unique environment for teaching, learning, communicating and a sense of belonging for its members with positive effects on their own health and well-being, as well as positive effects on their partners, families and communities.
Our business goals	Our immediate goal is to raise sufficient funds to build our purpose built shed in our community. Medium term, successfully build the Men's Shed within budget. Long term, to continue to provide a place where men and women can meet, communicate and work together for the betterment of themselves, their families and the wider community.
Our history	<p>CCMS commenced in November 2011, the result of a meeting of like-minded men in Cervantes. The group began to meet at each other's homes while making their first project to secure a suitable premises. CCMS eventually located and secured a small shed in Madrid St, Cervantes on the waterfront. MG Kailis Fisheries had surrendered the lease on the shed and responsibility was returned to the Department of Transport. Responsibility was transferred to the Shire of Dandaragan and the lease expired in 2021. However, CCMS continue to use the property having negotiated with the Shire of Dandaragan to stay until a suitable alternative site is secured.</p> <p>In 2021, the Shire of Dandaragan engaged a consultant to conduct the 'Cervantes – Sport and Recreation Master Plan Needs Assessment.' The priority one recommendation of the assessment is that a portion of land be dedicated to the CCMS (see 3.4.1 Men's Shed). The Shire of Dandaragan committed to drawing up a lease for the land on Aragon Street, west of the Cervantes Bowling Club, in front of the Cervantes Golf Club. The August, 2022 Shire of Dandaragan Ordinary Council Meeting, Council endorsed the Cervantes Recreation Precinct Master Plan with the Priority 1 action 'Establishment of Cervantes Men's Shed lease.'</p>

Our why

Provide a safe hub of activity, companionship and purpose for men and women in our community utilising the experience, resources and fine reputation of the National and State Wide Men's Shed associations,

The inspiration behind the business.

The need to create and maintain meaningful and constructive activity for men and women in and in the surrounds of Cervantes

Our vision

Improve the mental and physical health and wellbeing of men and women throughout the community.

Our hopes, dreams and where we aim to go:

While maintaining an atmosphere of meaningful participation through voluntary and open membership in community projects, providing the necessary tools to improve and enhance the physical and mental health of all members and assist the community at large when possible.

Our mission

Provide the infrastructure and collaborative incentive to enlist and maintain members, their interests and capacity to participate and contribute in their community.

Who we are and why we exist.

We are men and women who have settled in the small coastal community of Cervantes to enjoy our autumn years. We have a lifetime of work and social skills to share with our community and are determined to continue to contribute.

Operations

Products and services

Product/service	Description
Community Projects	We are a source of skills and labour necessary in achieving projects in Cervantes involving community groups. Projects include historic, art, craft and culture as well as special interest groups. Attached is the CCMS Community Projects List. CCMS has become the go-to organisation to assist residents with household repairs and maintenance as there is no other provider in Cervantes.
Workshop Facilities	Provide tools, materials and expertise in creating, crafting and maintaining items in a safe and structured workshop.
Mentoring Programs	Conduct workshops utilising guest speakers, relevant agencies and partners to mentor Members and residents of Cervantes.
Social Interaction	Conduct social events on a periodic basis to encourage social interaction and a feeling of neighbourly care.
Income Generation	CCMS has become renowned for its Rope products, mats and baskets, made from recycled commercial fishing rope. A reliable annual income is being derived from a reasonably constant market.
Waste Recycle Advocacy	Collecting, sorting, cleaning and transporting recyclable bottles and cans collected throughout the community of Cervantes. In less than 12 months, greater than 150,000 units have been collected creating income towards the building of the Men's Shed.

Production

CCMS manufacture woven mats and baskets using second hand, redundant rope previously used in the local commercial lobster fishing industry. Rope destined for landfill is converted to useful material for these items and they are sold generating income for the Shed. The rope is donated by local professional fishermen.

The rope products are marketed throughout the Region by Sheddors attending community markets and events to sell their range of products. The mats and baskets are also manufactured for special orders, for example, providing items used at the Cervantes Caravan Park and the Cervantes Golf Club.

CCMS are also productive in providing individual service to Cervantes community members. Residents 70+ years residing in Cervantes are 23.5% of the total population (2021 census). There are many household repairs and maintenance tasks people in this age group cannot manage and a total population of 480 persons does not support repair and maintenance service organisations. CCMS has become the 'go to' organisation for our 70+ population to call on for reliable, suitable and prompt service and assistance.

CCMS is the main collecting point for 'Containers for Change' in Cervantes. Members have developed a successful business approach to this income generating activity. Recycled chemical drums from nearby farms are used as the collection drums distributed to appropriate points throughout the town of Cervantes. Points include the Cervantes Caravan Park, the Cervantes Sport and Recreation Centre, the Cervantes Shopping Centre and various points along the waterfront for example. The drums are utilised by both residents and visitors to deposit their recyclable containers. Every week, CCMS members collect the contents of the drums, sort, wash and store the containers for transport to the recycling centre. The community response has been exceptional and continually growing. Collection drums are also made available for special, public events such as the Nambung Country Music Muster and the Cervantes Art Festival held at the Cervantes Recreation Centre. This service is definitely spreading the word for the recycle movement.

Sales and distribution channels

The channels we use to distribute our product or service to customers.

Channel	Used for	Details
Shopfront	Cervantes Historical Society Op Shop	On consignment sales through an on-going retail outlet.
Shopfront	Dandaragan Shire Visitor Centre	On consignment sales through an on-going retail outlet
Market stall	Market days held in surrounding towns	Cervantes, Jurien Bay, Badgingarra, Dandaragan, Moora
Other	Direct Sales through contact with the Shed	Repeat sales through historic networks.

Assets

Premises

CCMS has recently succeeded in securing property in Aragon Street Cervantes through the Shire of Dandaragan Cervantes Sport and Recreation Plan 2022.

Grant funds together with CCMS funds and CCMS in-kind contribution will be used to:

- Clear, level, surface and fence the property
- Construct a purpose built shed
- Suitably equip and fit the shed

Stock and inventory

Over the 11 years CCMS has been operating, a wide range of equipment and materials have been accumulated, gifted and purchased. A full list is maintained and available.

Key people

Our Elected Committee

Role	Name	Skills and experience
President	Murray Ford	Welder by trade and conducted his metal fabrication business.
Vice President	Phil Bawden	Earthmoving contractor
Secretary	Lyn Newton	Administrator
Treasurer	Frank Whitton	Sea going shipwright by trade, merchant seaman

Sources of advice and support

External people or organisations that provide support to our business.

Support type	Name	Skills and experience
Men's Shed Operations	Australian Men's Shed Association (AMSA)	AMSA is a non-profit organisation that was set up in April 2007 to aid men's sheds across Australia. The purpose of the Association was to offer a central source for all Men's Sheds in the country.
Men's Shed Support	Men's Shed of WA	To support and promote the wellbeing and health of men through building a sustainable community of Men's Sheds.
Property Accessibility	Shire of Dandaragan	On the 25 th August, 2022, the Shire of Dandaragan resolved Council to approve lease of portion of reserve and determine conditions of lease.
Community Support	Cervantes Golf Club Cervantes Horse Club CWA Cervantes Branch Cervantes Historical Society Cervantes Progress Association Cervantes Cultural Committee	Collaboration and co-operation between special interest groups in Cervantes is at the highest level. All groups consider the skills and contributions of fellow organisations a valuable element in planning and executing projects and programs. CCMS is an active participant in all community events conducted in and around Cervantes.

Skill and member retention strategies

How we keep our members working with us and maintain their skills.

CCMS membership contains a wide and diverse skills set providing a comprehensive range of skills and abilities to be shared among the membership base. Art, craft, woodwork, metalwork, mechanical, horticultural, animal husbandry, live snake removal are to name just a few. On call experience and assistance is offered, shared and accepted by all members.

Shedders meet every Tuesday morning and the monthly meeting is held promptly on the second Tuesday of each month. The meeting has an agenda, minutes are recorded and a full and comprehensive report is supplied on all current activities. This consistency provides a reliable, accountable and collaborative approach for members to trust and participate in.

Periodic social events are held to provide a relaxed, cordial and neighbourly environment for Shedders and their family and friends. A barbeque at the shed is the usual format and well attended.

The market

The problem

The market problem/s that we aim to solve for customers.

The 2021 ABS Census reported Cervantes has a population of 480 persons, insufficient population to support repair and maintenance businesses. 23.5% of the population are 70 years and over and 28% of households are lone person households. This demographic has difficulty in achieving some household tasks and requires assistance.

Our solution

How our business solves the problem – our unique selling point. This is how we'll succeed in the market.

CCMS members have cumulative extensive knowledge and abilities suitable to achieve a majority of household tasks required. CCMS encourages residents to call on them to provide assistance with household tasks safely and expediently.

Our target market

The group of customers that we aim to sell our products or services to.

Community projects activities are available to all of the Cervantes community. Individuals, clubs and businesses are our market.

Sale of rope products extends to the wider market of surrounding towns via markets held in nearby communities such as Jurien Bay, Badgingarra, Dandaragan, Moora and Lancelin.

Advertising and promotion

The channels we'll use to communicate with our target customers.

Channel	Used for	Details
Local Newspaper	Product and event advertising	The Pinnacles Express is a local newsletter distributed fortnightly. Residents of Cervantes rely upon the newsletter for local news and advertising and is well utilised.
Social media (unpaid)	Dissemination of news and events	Facebook is accessed by a majority of Cervantes residents and visitors. Our page is 'Cervantes Community Men's Shed.'
Notice Boards	Placing notices of products and events	The notice board at the Cervantes Newsagency is the go-to point for local advertising and is a popular point for local information
Word of Mouth	Informing residents of events and programs	Members, their spouses and families are involved in numerous groups and activities and word of mouth between groups is a reliable method of communication.

SWOT analysis

Strengths

What's good about our business.

- Strong and growing membership base
- Substantial inventory of assets, tools and equipment
- Excellent reputation within the local community
- Strong history of community support
- Demonstrated financial viability
- Broad Range of skills, knowledge and experience
- Growing population of retirees in and around Cervantes

Weaknesses

What's not so good about our business.

- Historic limited tenure on premises
- Current premises is too small for increase in activities
- Limited fund-raising opportunities
- Membership is predominantly older men

Opportunities

External factors we could take advantage of.

- New purpose-built Men's Shed
- Expansion of membership
- Increase the range of activities offered
- Marketing campaigns to promote membership
- Marketing campaigns to promote men's health issues
- Other joint users – Eg Cervantes Ratepayers Assoc, Cervantes Historical Society, Cervantes Cultural Committee.

Threats

External factors that could cause problems for us.

- Reliance on grant funding to build the new shed
- Reduced Government funding for Regional social infrastructure

How we'll address each weakness and threat

- Historic limited tenure on premises
The Shire of Dandaragan is currently drawing up a lease for a property in Aragon St, Cervantes suitable for CCMS to purpose build a shed in the near future.
- Current premises is too small for increase in activities
Ensure the design of the new shed includes sufficient, suitable and well-planned spaces for current and future activities.
- Limited fund-raising opportunities
The formation of the 'Shed Building Committee' to focus on fund raising opportunities.
- Membership is predominantly older men
Continue to encourage activities and joint ventures with local groups with younger members.
- Pandemic causes closure of our shed for extended time.
Create communications via email and telephone to ensure welfare of members.

Risk management

Risk assessment

Risk/impact description	Likelihood	What we'll do to reduce this risk
Failure to adequately address the issues of men's health and wellbeing	Unlikely	Schedule regular health information sessions involving local and visiting health professions. Disseminate health related information to members.
Failure to engage a diverse cross-section of members	Unlikely	Maintain fortnightly adverts through Pinnacles Express newspaper. Promote the inclusion of all men and women regardless of their background, ethnicity, beliefs, colour and religion.
Failure to specifically address any issues of loneliness, isolation and depression.	Unlikely	Ensure all members feel welcome and included. Seek advice from health professionals in identifying symptoms of loneliness, isolation and depression. Refer affected members to relevant professionals.
Failure to support the social interaction of men during transitional life periods	Likely	Maintain a regular schedule of social activities. Broaden the range of activities and interests available to members.
Failure to advocate the benefits of partnerships between men's sheds and the wider community	Likely	Maintain involvement in community-based projects and initiatives. Regularly promote the work done by CCMS through Pinnacles Express and "Secret Men's Business" articles.
Failure to develop a Men's Shed which can operate on a cost-neutral basis	Unlikely	Ensure proper financial management practices, including budgeting are maintained. Identify and pursue fund raising activities. Participate in paid project activities.

Insurance

Insurance type	Details
Public liability insurance	\$40,000,000 - AMSA Shed Insurance
Product liability	\$40,000,000 – AMSA Shed Insurance
Workers compensation	AMSA Shed Insurance
Association Liability	\$10,000,000 – AMSA Shed Insurance
Voluntary Workers Personal Accident	AMSA Shed Insurance
Group Personal Accident	AMSA Shed Insurance
Industrial Special Risks	AMSA Shed Insurance
Assets Owned	AMSA Shed Insurance Up to \$100,00
Burglary Cover	AMSA Shed Insurance \$14,000 for any one claim

Succession plan

The Association Rules for: **CERVANTES COMMUNITY MEN'S SHED INC.** states:

**70. Distribution of surplus property on cancellation of incorporation or winding up
Act Requirements – Distribution of surplus property**

Under section 24(1) of the Act surplus property can only be distributed to one or more of the following —

- an incorporated association;
- a company limited by guarantee that is registered as mentioned in the Corporations Act section 150;
- a company holding a licence that continues in force under the Corporations Act section 151;
- a body corporate that at the time of the distribution is the holder of a licence under the Charitable Collections Act 1946;
- a body corporate that — is a member or former member of the incorporated association; and at the time of the distribution of surplus property, has rules that prevent the distribution of property to its members;
- a trustee for a body corporate referred to in paragraph (e);
- a co-operative registered under the Co-operatives Act 2009 that, at the time of the distribution of surplus property, is a non-distributing co-operative as defined in that Act.

Goals and actions

Goals for next year

	<i>Clear & Secure New Premises</i>	<i>Secure Grant Funds to Build New Shed</i>	<i>Commence Building of the New Shed</i>
Actions to achieve goal	<ul style="list-style-type: none"> Secure Grant funds toward \$20,000 cost of the fence. Slash to clear property Level and surface property Fence the property 	<ul style="list-style-type: none"> Accurately plan, design and estimate cost of the new building Obtain quotations where required Apply for Lotteries Commission Grant 	<ul style="list-style-type: none"> Finalise plans Submit documents to Shire Commence Building
Due date	30/4/2023	30/6/2023	30/12/2023
Who's responsible	Shed Committee-Sanctioned by Members Shire of Dandaragan	Shed Committee-Sanctioned by Members	Shed Committee-Sanctioned by Members

Goals for the next 3 years

	<i>Continue Core Activities of the Men's Shed</i>	<i>Fit and Equip New Building</i>	<i>Continue Attracting New Memberships</i>
Actions to achieve goal	<ul style="list-style-type: none"> • While concentrating on the new building, continue core activities. • Ensure Members are not reaching beyond reasonable expectations on progress. • Monitor progress against expectations and be prepared to adjust. 	<ul style="list-style-type: none"> • Continue identifying and applying for grant funding. Create a calendar of funding opportunities to pursue. • Create a schedule of works for the fit-out • Compose plans and obtain necessary quotations 	<ul style="list-style-type: none"> • Report activities and building progress regularly in the Pinnacles Express. • Celebrate milestones and invite the community
Due date	On Going	31/12/2025	31/12/2025
Who's responsible	All Members	Shed Committee-Sanctioned by Members	Shed Committee-Sanctioned by Members

The finances

Cervantes Community Men's Shed Inc. Financial Position 30/6/22

Trading Account	#145411963
Balance 1/7/2021	\$ 11,394.91
Income	
Membership Subscriptions	\$ 1,344.00
Donations	\$ 1,040.00
Other Income	\$ 13,186.22
Rope Product Sales	\$ 9,894.01
Recycled Cans & Bottles	\$ 5,145.30
Synergy Grant Credit	
Total Income	\$ 30,609.53
Expenses	
Bank Charges	
Bedford Truck	
Cervantes Hardware & Marine	\$ 1,566.26
Dept Of Transport	\$ 126.20
Hunter's Cervantes Transport	\$ 347.00
Insurance	\$ 952.00
Memberships (External)	\$ 72.00
Peter Juhren Concrete	\$ 2,926.00
A&J Baldock	\$ 875.00
Aust Post	\$ 49.00
WW&GM Wat	\$ 90.00
J&SW Turbot	\$ 2,999.90
New Building	
Rates & Taxes	
Reimbursements	\$ 4,573.85
Site Rent	\$ 1.00
Synergy	
Transfer to Term Deposit	\$ 8,000.00
Water	\$ 349.04
Total Expenses	\$ 22,927.25
Balance	\$ 19,077.19
Balance on Statement 30/6/22	\$ 19,077.19

Financial Position**30th June 2022 ABN 69558233737**

FIXED TERM DEPOSIT from 23 Sept 2021:	\$	11,354.76	#1545858855
FIXED TERM DEPOSIT from 9 June 2022:	\$	26,239.33	#156759094
FIXED TERM DEPOSIT from 10 Mar 2022:	\$	13,487.68	#159243302
FIXED TERM DEPOSIT from 13 June 2022:	\$	10,035.05	#183163575
CASH AT BANK (Trading a/c)	\$	19,077.19	#145411963
Total Funds			\$ 80,194.01

Finance needed

The building of the new shed is estimated to cost \$420,000. The income derived from projects is insufficient to fund the shed. CCMS will be applying for grants to assist with the cost.

Sources of funding

Foundation for Rural Regional Renewal fund \$10,000 and Men's Shed of WA and Lotterywest Small Grants Program \$5,000 towards the \$20,000 required to fence the property.







Shire of Dandaragan - Sporting and Recreational Capital Works Fund - Contribute a minimum of 1/6th of the total project cost in cash. Up to \$100,000 is available









.Lotterywest Grants Opportunities

Current finances

How our business performed financially over the last financial year.

CCMS is in a healthy financial position with 12% of the funds required to build the new shed. Continuing with core projects while applying for grants and building the shed will further improve viability and ability to progress.

No	Date	Recipient	Description	Hours	
1	19.3.21	Cervantes Horse Club	Reticulation and fence repair	2	
2	21.2.21	CICA	Make and install shelves	6	
3	21.2.21	Cervantes Ratepayers & Progress Assoc	Entrance to Tranquilo Park Replace and paint wood	4.5	
4	21.2.21	Cervantes Horse Club	Reticulation and fence repair	2	
5	15.4.21	Cervantes Ambulance Sub Centre	Install Shelves	6	
6	15.3.21	Cervantes Horse Club	Move Shed to site	8	
7	16.3.21	Cervantes Cenotaph	Repair Wishing Well	6	
8	3.5.21	Cervantes Ratepayers & Progress Assoc	Caltrop Removal	6	
9	8.5.21	Michael Russell	Yard cleanup	6	
10	8.5.21	CWA Cervantes Branch	Basket donation	1	
11	10.6.21	Cervantes Cenotaph	Prepare Site	2.5	
12	15..6.21	Cervantes Cultural Society	Constuct Lizard	20	
13	9.7.21	Cervantes Museum	Mow Lawn	1	
14	11.7.21	Cervantes Horse Club	Reticulation and watering	10	
15	12.7.21	Cervantes Horse Club	Watering and mowing	8	
16	23.7.21	Angela Commons	Remove & install clothes line	8	
17	4.8.21	Cervantes Historical Society	Construct Ships Wheel	9	
18	6.8.21	Cervantes Golf Club	Tee markers	9.25	
19	17.8.21	CWA Cervantes Branch	Tapestry Hanging Frame	8.75	
20	4-25.8.21	Cervantes Horse Club	Fencing, reticulation, watering, mowing, spraying, weeding	31	
21	7.9.21	Cervantes Historical Society	Construct Ships Wheel	5	
22	17.9.21	Cervantes Cenotaph	Install electric conduit & water drain. Level & compact sand	6.5	

No	Date	Recipient	Description	Hours	
23	26.9.21	Mitford & Gail Renolds	Repairs to house	6	
24	28.9.21	Cervantes Historical Society	Construct Ships Wheel	4	
25	29.9.21	Cervantes Cenotaph	Deliver & spread 2nd load of sand	2.75	
26	23.9.21	Cervantes Horse Club	Watering & mowing	4	
27	5.10.21	Cervantes Historical Society	Construct Ships Wheel	7.5	
28	13.10.21	Angela Commons	Install clothes line, rubbish run.	10	
29	18-19.10.21	Cervantes Historical Society	Construct Ships Wheel	10.5	
30	24-26.10.21	Cervantes Horse Club	Remove bore pump, clean & repair	15	
31	2.11.21	Cervantes Historical Society	Construct Ships Wheel	3	
32	2.11.21	Marilyn Gazeley	Repair Cupboard	1	
33	5.11.21	Cervantes Historical Society	Construct Ships Wheel	2	
34	10-30.11.21	Cervantes Horse Club	Mowing & watering, reticulation and spraying	13	
35	7.12.21	Cervantes Cenotaph	Installation	6	
36	5.1.22	Cervantes Horse Club	Watering, reticulation	6	
37	9.1.22	Cervantes Horse Club	Watering, reticulation	12	
38	7.2.22	Cervantes Cenotaph	Memorial Park work	32	
39	14.2.22	Cervantes Cenotaph	Make glass payramid	8	
40	15.3.22	Memorial Park	Dig out bench seat footings	1.5	
41	22.3.22	Angela Commons	Yard cleanup	2	

No	Date	Recipient	Description	Hours	
42	22.3.22	Memorial Park	Relocate bench seat	8	
43	April	Covid Lockdown			
44	May	Covid Lockdown			
45	13.6.22	Merv Drew	Carport Repairs	2.25	
46	13.7.22	Cervantes Cenotaph	Install "We Will Remember Them" text to Cenotaph	5	
47	10.8.22	Cervantes Historical Society	Construct Ships Wheel	4	
48	1.9.22	Cervantes Historical Society	Relocat Leo Kamp shack from Drew to Museum	6	
49	3.9.22	Cervantes Historical Society	Relocat Leo Kamp shack from Drew to Museum	6.75	
50	20.9.22	Cervantes Historical Society	Install ship 'Cervantes' information sign at Ronsard Park	3	
51	21.9.22	Cervantes Historical Society	Install ship 'Cervantes' information sign at Ronsard Park	2	
52	20.10.22	Cervantes Cenotaph	Install emblems to Memorial	1.5	
53	23.10.22	Serve Breakfast at the Nambung Country Music Muster	Over the past 7 years, CCMS has provided the catering for over 1,500 people camped at Nambung Station for the Muster as a fund raiser for the Shed	3 Hrs x 10 Members	
54	9.11.22	John Walker	Trim neighbours overhanging tree branches & take to tip	4	
55	11.01.2020	Ashley Baldock	Remove & dispose old tractor	3	

No	Date	Recipient	Description	Hours	
56	16.5.2020	Cervantes Horse Club	Install tank at the club	4	
57	27.2.21	Cervantes Horse Club	Clearing ground at the club	10	
58	28.12.21	Cervantes Bowling Club	Mats donated to Cervantes Bowling Club value \$100		
	23.11.22	Cervantes Cultural Society	Install sculpture at the front of the Cervantes Community Recreation Centre. Included travelling to Perth to transport the sculpture to Cervantes	18.5	
59	13.12.2022	Alister & Jane Graham	Clean out the shed, includes two trips to the tip.	8.5	
60	26.1.23	CWA Cervantes Branch	Install 3 park benches at 3 walkway locations	3 meb x 5 hours	
61	12.2.23	Cervantes Cultural Society	Zebra Sculpture Recovery - found 6km south of Jurien Bay	2 meb x 2 hours	
62	14.2.23	Cervantes Cultural Society	Zebra Sculpture Repair - Remove legs from ground at the park	2 memb x 2 hours	

CCMS has four main, reliable sources of income:

- Membership subscriptions
- Paid community works
- Rope Products sales
- Containers for Change

Less regular income is achieved in:

- The sale of surplus donated material and equipment
- Fund raising events

From the reliable sources, monthly income of a minimum of \$1,000 ensuring sufficient funds for running and maintaining the Cervantes Community Men's Shed.

In support of transparent financial management, all financial matters are subject to the scrutiny of the CCMS Monthly Meeting via motion, seconding and majority rule.

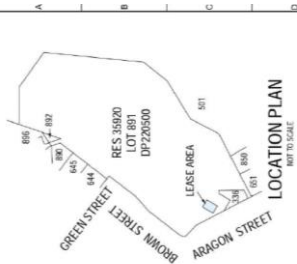
The healthy bank balance of CCMS is evidence of this financial practice.

CCMS has a healthier than most membership participation. At a recent Zone meeting of Men's Sheds in the Midwest Zone, including Bindoon Men's Shed Gingin Men's Shed Moora Men's Shed Carnamah Men's Shed Green Head Men's Shed Mount Magnet Men's Shed Cervantes Community Men's Shed Jurien Bay Community Men's Shed Mullewa Men's Shed Chapman Valley Men's Shed Kalbarri Mens Shed Northampton Men's Shed Dongara Men in Sheds Mingenew Men's Shed The Menshed Geraldton The Moore Men's Shed it was noted that Cervantes Community Men's Shed has the highest number of members.


When asked at the Zone Meeting, CCMS member Barry Larkman described the social activities conducted by CCMS to attract and engage residents in the Men's Shed ethos. This social activity assists in identifying and encouraging potential new members and also provides continuance of contact with existing members. The social contact also assists in identifying community needs and community works.

Project Summary

Project Name	<i>CCMS New Men's Shed Development Project</i>		
This Plan	This plan is to itemise and guide the elements of the building of the New Men's Shed. On creation, the plan is unable to be confirmed as major milestones are to be met before following elements can be assigned and/or scheduled. For example, the funding source of an element cannot be named until a suitable grant, available for application at a suitable time can be identified.		
Purposes	<ul style="list-style-type: none"> • To ensure the CCMS has a suitable premises from which to operate. • To provide opportunities for men and women of all backgrounds to come together in a safe and welcoming environment. • To improve the mental and physical health and wellbeing of men and women in Cervantes and surrounding communities. • To ensure the ongoing viability and sustainability of the CCMS providing a facility for future members. • To facilitate the conducting of community social and cultural projects, events and other initiatives of the CCMS. 		
Objectives	<ul style="list-style-type: none"> • To develop and build a shed designed to meet the current and future needs of CCMS. • To secure sufficient funding and community support for the proposed shed to be completed. • To manage the construction project in an effective manner ensuring successful completion of the project • To complete the construction project within a reasonable timeframe and within budget. 		
Creation Date	February, 2023		
Timeline	February, 2023 to June, 2024		
Budget		Funded	In Kind
	Site Clear		\$10,000.00
	Fencing, Prep	\$30,000.00	\$5,000.00
	Shed Construction	\$261,000.00	\$10,000.00
	Septics	\$2,000.00	\$1,000.00
	Electrical	\$30,000.00	
	Plumbing	\$10,000.00	\$2,000.00
	Fitout	\$20,000.00	\$12,000.00

	\$353,000.00	\$40,000.00
	Total	\$381,000.00 (GST Excl)
Organisation	Cervantes Community Men's Shed	
Contact	Murray Ford – President; Chairman CCMS Building Committee Mob: 0427 779 431 Em: mepro@bigpond.com	
Background/ Context	<p>CCMS is an incorporated body, established in 2011 and then leased the old lobster receival shed from the Department of Transport for 4 years. At the end of that lease, the land was handed to the Shire of Dandaragan, who granted the CCMS a further lease of 4 years with a 2 year option for renewal. At the end of that lease, the Shire advised the land is required for redevelopment of the foreshore park. CCMS has been granted a further lease while enabling a future site to be found.</p> <p>The Cervantes Recreation Precinct Needs Assessment Working Group identified the need for premises for a Men's Shed as the first priority of the report. The Shire of Dandaragan Sport and Recreation Plan 2021 – 2031 states the current location of the Men's Shed is unsustainable. On 5th December 2022, CCMS signed a lease with the Shire of Dandaragan for a portion of land within the Sport and Recreation Precinct where a purpose-built shed can be constructed, inclusive of meeting, kitchen, first aid space, ablution and storage space.</p>	
Location Plan	 <p>Lot 891 Aragon Street CERVANTES</p> <p>The allocated land is 65 metres deep and 45 metres wide, 2,925 m². Ample space for the fenced Men's Shed, parking area and equipment storage.</p>	
Target	<ul style="list-style-type: none"> Required funding is secured 	

<p>Outcomes</p>	<ul style="list-style-type: none"> • A suitable piece of land has been identified • The land will be cleared, levelled and fenced • A shed design and layout agreed by all stake holders • Requests for quotations for the construction of the proposed building will be called • A contract for the construction project will be awarded • A purpose built men’s shed will be constructed • Ancillary infrastructure, including fencing, driveway and parking area will be constructed • Existing equipment, tools and materials will be relocated and installed • The proposed project to provide a new men’s shed for the CCMS will be completed • Sponsorship acknowledgements, grant acquittals and associated commitments will be completed
<p>How will the success of the project be measured:</p>	<ul style="list-style-type: none"> • All funding requirements have been achieved • A lease for the site has been signed • A number of quotations for the construction of the proposed building have been received • The contract for the construction project has been signed • Construction of the new men’s shed has commenced • Construction of the new men’s shed has been completed • Construction of fencing, driveway and parking area has been completed • Existing equipment, tools and materials have been relocated and installed • Project completion is signed off
<p>Outputs:</p>	<ul style="list-style-type: none"> • Sponsorship, grant and other funding applications composed and submitted • Finalising the lease with the Shire of Dandaragan has been achieved • Advertisements/targeted invitations to quote for the shed construction project • Equipment, tools, materials and other items relocated to new site • Sponsorship acknowledgements, grant acquittals and associated commitments completed.

<p>Governance:</p>	<ul style="list-style-type: none"> • Project Manager – CCMS Building Committee Chairman • Project management support – Building Committee • Additional support – CCMS members with relevant trade qualifications and experience  <pre> graph TD PM["Project Manager (Building Cttee)"] --- Bldg["Bldg Cttee Members"] PM --- CCMS["CCMS Tradesmen"] </pre>
<p>Reporting Requirements</p>	<ul style="list-style-type: none"> • The Project Manager (PM) will liaise regularly with the contractor/s with regard to the construction elements of the project. • The PM will liaise regularly with the Building Committee and CCMS Tradesmen with regard to progress of the project. • The PM will report fortnightly to the CCMS Executive Committee and members
<p>Financial Position</p>	<ul style="list-style-type: none"> • CCMS does not have sufficient funds to build the new shed. The current bank balance is approximately \$100,000, accumulating an average income of approximately \$1,300 per month from Containers for Change, Rope Product sales and community projects. This financial position allows CCMS to provide funding for reasonable short falls that will inevitably occur during the project.
<p>Resources:</p>	<ul style="list-style-type: none"> • Project management and oversight functions will be carried out by CCMS personnel at no cost to the project. • All administrative functions will be carried out by CCMS personnel at no cost to the project. • All financial management, including accountant functions, will be carried out by CCMS personnel at no cost to the project. • All construction elements of the project will be carried out by suitably qualified and experienced contractors and associated tradespeople. Where suitable, assistance will be provided CCMS personnel. • The relocation of equipment, tools, materials, storage containers and other items will be carried out by CCMS personnel at no cost to the project.

<p>Stakeholders & Communication Strategy:</p>	<p>Stakeholders:</p> <ul style="list-style-type: none"> • Shire of Dandaragan – Staff • Shire of Dandaragan – Council • Lotterywest and other grant source organisations • Local business community • Shed builder • Allied tradespeople (Plumbers; Electrician; Bricklayers; Plasterers; Painters; Cabinet makers) • Civil Engineering & Earthwork contractors • CCMS members <p>Communications</p> <p>Communication with all stakeholders will involve a mix of direct fact-to-face verbal contact, telephone and written communications. Specific details of verbal communications will be confirmed in writing to ensure an effective record is maintained and there is joint understanding of detail.</p>
<p>Stakeholder Benefits</p>	<ul style="list-style-type: none"> • A new community building in Cervantes. Existing buildings are at least 20 years old. • Support for those who support them. Many CCMS members participate in multiple community organisations maintaining a strong community network. • A structure for current and future meaningful use. The need for the Men’s Shed culture is not dated, it is continual. (member growth) • Attraction for future residents. Providing meaningful activity is important to future retirees. • CCMS is a highly regarded and respected organisation with main street exposure at the new premises.
<p>Assumptions and Constraints:</p>	<p>Assumptions:</p> <ul style="list-style-type: none"> • CCMS will be successful in achieving the required funding • Informal commitments from the Shire of Dandaragan that the land clearing and levelling and the shed pad will be provided in kind. • Quotations for construction will fall within the budget estimates. • Commitments made by tradesmen in regard to discounted charges for work on the project will be honoured.

	<ul style="list-style-type: none"> • Quotations will stand given the current inflation of goods, services and supply, that is, price rises will not be inhibitive. <p>Constraints:</p> <ul style="list-style-type: none"> • CCMS has limited funds from which to generate supporting grants. • There are limited opportunities to secure external funding, grants and/or donations.
<p>Major Risks & Minimisation Strategies:</p>	<p>Major Risk Sufficient funding will not be achieved to complete the project as planned.</p> <p>Risk Minimisation: The proposed construction will have to be scaled back to match the funding achieved and/or staged over time to achieve the desired outcome.</p> <p>Major Risk Project completion outside the deadline for vacating the current premises.</p> <p>Risk Minimisation Liaison with the Shire of Dandaragan seeking extension to deadline.</p>
<p>Risk Management</p>	<p>See Risk Assessment and Mitigation Strategies attached</p> <p>All risks identified throughout the project will be recorded in a Risk Management Register. These will be assessed by the Project Manager and Project Support Group (Building Committee and CCMS Tradesmen) to determine the likelihood of the risk eventuating and the outcome (impact) if it did eventuate. Depending on the assessment result, strategies will be developed to delete or mitigate the risk.</p> <p>The Risk Management Register will be under the care and control of the Project Manager. It will be made available to the Project Management Support Group and the CCMS Executive Committee.</p>
<p>Issues Management:</p>	<p>All issues identified throughout the project will be recorded in the Issues Management Register. These will be assessed by the Project Manager and Project Support Group (Building Committee and CCMS Tradesmen) to determine what, if any, action is required to address the issue, and who the relevant stakeholders are.</p>

	<p>The issues Management Register will be under the care and control of the Project Manager. It will be made available to the Project Management Support Group and the CCMS Executive Committee. As required, issues will be reported to relevant stakeholders.</p>
<p>Guidelines/Standards</p>	<p>The project will be conducted within any guidelines imposed by the Shire of Dandaragan, the State of Western Australia and the relevant funding organisations.</p> <p>All construction will be carried out in accordance with the Building Code of Australia and other relevant statutes.</p> <p>All contractors will be required to meet all relevant standards, including but not limited to Safety Standards.</p>
<p>Quality Control:</p>	<p>Quality standard, in regard to the construction elements of the project, will be detailed in the construction documents.</p> <p>The Project Manager will liaise with the relevant Contractor on a regular basis (every 2 to 3 days) and will carry out regular inspections of the work completed.</p> <p>Quality control issues identified will be recorded within the Issues Management Register and a “Notice to Remedy” issued to the Contractor.</p> <p>Once completed, the construction will be inspected to ensure compliance with all relevant standards and quality of work requirements. Final sign-off will not take place until the Project Manager is satisfied that all requirements have been met.</p>

Project Activities & Key Milestones

Id	Description	Who	Scheduled Start	Scheduled Finish	Budget Estimate & Source
Pi	Project commencement	CCMS	Oct, 2022		
L1	Site Survey	CCMS	Sept 2022	Sept 2022	\$1,500 CCMS Paid
L2	Signing of Lease with Shire of Dandaragan	CCMS	Oct, 2022	Dec, 2022	Completed
D1	Consult with CCMS Members and compose shed design	CCMS	Nov 2022	Mar 2023	On-going
F1	Application to WAMSA & FRRR for fencing funds	CCMS	Nov & Dec 2022	Dec 2022	Sent. WAMSA successful \$5,000 FRRR \$10,000 Successful
Q1	Approach shed builders for quotations to build the Shed Shell	CCMS	Jan 2023	Mar 2023	In progress
F2	Application to CBH for site preparation funds	CCMS	Feb2022	Feb 2022	\$10,000 Unsuccessful
C1	Site cleared, levelled & filled	Shire of Dandaragan	May 2023	May 2023	\$10,000 Shire of Dandaragan (SoD) In-kind
F3	EOI Stronger Communities Program Concrete Pad	CCMS	Mar 2023		\$20,000 Unsuccessful, not eligible.
F4	Application to SoD Sporting and Recreational Capital Works Fund	CCMS	Apr 2023	Apr 2023	
F5	Application to LotteryWest	CCMS	By 16 th June 2023		\$? Depends on the success of Shire Sporting and Recreational Capital Works Fund. Takes 4 months
F6	Contact Image Resources, Tronox, Azure Capital for grant/support funding	CCMS	May 2023		Depending on the success of the Shire Sporting and Recreational Capital Works Fund.
C2	Site Preparation. Cover with gravel to stabilize the surface.	CCMS	May 2023	May 2023	\$12,600 Material \$10,000 CCMS funds, Labour 20 hrs @ \$40/hr \$800 CCMS Machinery 15 hrs @ \$120 /hr \$1,800 In-kind Cervantes Earthmoving
C3	Fencing of Site	Contractor	Jun 2023	Apr 2023	\$20,000 WAMSA \$5,000 FRRR \$10,000 CCMS \$5,000

Id	Description	Who	Scheduled Start	Scheduled Finish	Budget Estimate & Source
C4	Pad for Shed	Shire of Dandaragan	Sep 2023	May 2023	\$10,000 SoD In-kind
E1	Connection of Temporary Power	Electrician	Sep 2023	Jun 2023	
C5	Install Septic Tank	Contractor	Oct 2023	Jun 2023	
C6	Shire Building Applications	Builder	Sep 2023		
C7	Shed Shell construction commences	Builder	Oct 2023		Lotterywest Grant \$260,000
P1	Plumbing pre-lay	Plumber	Oct 2023		Lotterywest Grant
E2	Electrical pre-wire	Electrician	Oct 2023		Lotterywest Grant
C8	Concrete Floor slab laid	Peter Juhren Concreting Services	Oct 2023		\$36,700 SoD
P2	Plumbing fitout	Plumber	Oct 2023		Lotterywest \$20,000
E2	Electric fitout	Electrician	Oct 2023		Lotterywest \$30,000
C9	Shed fitout commence	CCMS	Nov 2023		Lotterywest \$20,000
C10	Shed construction sign off	CCMS & Builder	Nov 2023		
C11	Shed fitout complete	CCMS	Mar 2024		
R1	Relocation of equipment, tools & materials complete	CCMS	Apr 2024		CCMS
R2	Relocation of storage containers complete	CCMS	May 2024		CCMS
R3	Old shed and site cleaned up and ready for handover	CCMS	May 2024		CCMS
P2	Project Complete	CCMS	Jun 2024		

Project Task Overview

Item	Details	Tasks	Responsibility
Location	Land identified	Inclusion in Culture & Recreation Precinct	Shire of Dandaragan
	Acquisition	Lease granted/ executed	SoD & CCMS
Services	Electrical	Temporary Connection	CCMS
		Connection	Western Power
	Water	Headworks provision	Water Corp
		Connections	CCMS Plumber
	Sewerage	Septic System	CCMS
		Connection	Plumber
Access	Access road alignment	Site Survey	Site is on the recreation reserve serviced by an unsealed road
		Road Plan	
	Land allocation	Shire approval	CCMS – Shire
	Driveway Construction	Scope of works	CCMS
		Contract awarded	CCMS
Construction	Contractor		
Building/s	Planning	Project Management Plan	CCMS
		Building/s Design	CCMS
		Architectural plans	Builder/Draftsman
		Site Layout plan	CCMS
		Engineering spec's	Builder
		Quantity survey & costings	Builder
	Funding	Grant applications	CCMS
		Self-supporting loan	CCMS & SoD (if necessary)
		Donations	Business & Community
		Acquittals	CCMS
	Shed Procurement	Quotes	CCMS
		Purchase	CCMS
		Current building assets	CCMS
		Building license application	Builder
	Approvals	Water Corp application	CCMS
		Site clearing	CCMS
		Western Power	CCMS
	Shed Construction	Site preparation	CCMS & SoD
		Pad preparation includes Amenities Block	SoD
		Pre lay Plumbing	Plumber (CCMS assist)
		Pre lay Electrical	Electrician (CCMS assist)
		Building construction	Builder
		Water Tank install	CCMS
		Plumbing install	Plumber
		Electrical install	Electrician
		Internal Fit out	CCMS
		Amenities Block Construction	Building license application
	Building Construction		Builder
	Plumbing install		Plumber
	Electrical Install		Electrician
	Internal Fit out		CCMS
		Construction	CCMS

Item	Details	Tasks	Responsibility
	Outdoor Area Construction	Flooring	CCMS
		Outdoor Area Fit out	CCMS
Land	External site works	Preliminary external earth works	SoD CCMS
		Driveway construct	CCMS
		Landscaping	CCMS
		Fencing & gates installed	CCMS
	Security	Installation	CCMS

Risk Assessment and Mitigation Strategies

Consequence Likelihood (Score)	Insignificant (0)	Minor (1)	Moderate (2)	Major (3)	Severe (4)	Catastrophic (5)
Almost Certain (5)	Moderate	High	High	Extreme	Extreme	Extreme
Likely (4)	Moderate	Moderate	High	High	Extreme	Extreme
Possible (3)	Low	Moderate	Moderate	High	High	Extreme
Unlikely (2)	Low	Low	Moderate	Moderate	High	High
Rare (1)	Low	Low	Low	Moderate	Moderate	High
Extremely Rare (0)	Low	Low	Low	Low	Moderate	Moderate

Risk	Likelihood	Consequence	Risk Score	Risk Mitigation Strategy
Project objectives differ from community expectations	Rare	Minor	(1) Low	Consultation of stakeholders, members and community groups during the planning stages to ensure understand of project scope
Failure to secure sufficient funding for the project to proceed	Possible	Catastrophic	(15) Extreme	Financial contributions from community groups have been confirmed. External funding from government and other viable sources sought. Project timeline may be extended while additional funds are sourced or raised
Inadequate funding to complete the project to complete the project or sections thereof	Possible	Major	(9) Extreme	Regular review of budget and expenditure. Rescope the project model with a focus on time and resources. Scale project down to fit available funding.
Failure to accurately estimate capital costs	Possible	Moderate	(6) Moderate	Ensure adequate project management by qualified personnel monitors and accurate budget scrutiny. Set clear project milestones in the contract to build. Ensure funds are utilised in a cost effective and timely manner.
Failure to achieve scheduled delivery of construction components	Possible	Minor	(3) Moderate	A detailed schedule of works to be developed upon appointment of preferred contractor. Ensure regular project meetings are held with a strict agenda to monitor project schedules. Liaison with current shed owner to extend occupation.
Failure to contain costs within budget	Possible	Moderate	(6) Moderate	Expenditure review at the project team meetings is strictly monitored to ensure budget constraints are within the parameter. Obtain up dated cost estimates especially if build time drifts from the schedule. Rise and fall estimates built in to the budget.
Failure of Building Contractor to comply with legislation	Rare	Moderate	(2) Low	Initial audit of contractor's project plan. Validation of contractor's documentation and qualifications prior to commencement. Appointment a a project manager.

Failure of Building Contractor to comply with safety standards	Possible	Catastrophic	(15) Extreme	Ensure work plans are in place prior to commencement. Contractor's project works plan to include contingencies for weather and or dangerous work conditions. Project manager will ensure appropriate safety gear and PPE is available to workers on site. Duty of care prevails within work safe legislation for the contractor and the workers to be compliant. Identify all risks associated with the project. Project Manager to manage and mitigate risks as required at review. The risk register is to be a regular agenda item at the project meetings.
Failure to meet Project Milestones/timelines	Possible	Minor	(3) Moderate	Continual review of project and scheduling at the project meetings. Schedule of work is agreed up front prior to project commencement.
Change of Office Bearers at an AGM. This has the risk of resulting in opinions to create major amendments to the project	Possible	Minor	Moderate	Educating new members of Office Bearing positions about the method of presenting project issues to the building committee and members through the monthly General Meetings incorporating the setting of motions and the majority rule style of management.
One or more members of the Building Committee resigning from the project prior to completion.	Possible	Minor	Moderate	CCMS is fortunate in attracting many members who have the knowledge, skill and experience in building workplace facilities. The vacated position can be filled, the enthusiasm for the task continued and the project successfully completed.

CONTAINERS FOR CHANGE

<u>RECYCLED CANS & BOTTLES</u>		<u>PAYMENT RECEIVED</u>
<u>17/01/2022</u>		13.80
<u>19/01/2022</u>		5.30
<u>28/01/2022</u>	1.09E+08	260.50
<u>8/02/2022</u>	1.12E+08	3.80
<u>8/02/2022</u>	1.12E+08	20.50
<u>8/02/2022</u>	1.12E+08	500.00
<u>3/03/2022</u>	1.18E+08	510.00
<u>11/03/2022</u>	1.19E+08	285.10
<u>11/03/2022</u>	1.19E+08	255.00
<u>18/03/2022</u>	1.21E+08	180.00
<u>25/03/2022</u>	1.22E+08	155.00
<u>30/03/2022</u>	1.24E+08	33.00
<u>5/04/2022</u>	1.25E+08	397.00
<u>7/04/2022</u>	1.26E+08	160.00
<u>19/04/2022</u>	1.28E+08	172.00
<u>20/04/2022</u>	1.28E+08	150.00
<u>21/04/2022</u>	1.29E+08	353.30
<u>26/04/2022</u>	1.3E+08	150.00
<u>03/05/2022</u>	1.31E+08	198.50
<u>04/05/2022</u>	1.32E+08	60.00
<u>09/05/2022</u>	1.33E+08	67.50
<u>10/05/2022</u>	1.33E+08	300.00
<u>20/05/2022</u>	1.36E+08	200.00
<u>30/05/2022</u>	1.38E+08	150.00
<u>09/06/2022</u>	1.4E+08	310.00
<u>10/06/2022</u>	1.41E+08	255.00
		\$ 5,145.30

The Process

CCMS has obtained, by donation, 50 chemical drums recycled from farms in the district. They have built a fit-for-purpose trailer from a caravan chassis making it suitable for the task of transporting numerous drums

The drums are placed at the Cervantes Pinnacles Motel, Cervantes Caravan Park, Lobster Shack Backpackers, Cervantes Jetty, Cervantes Oval (when in use for camping overflow).

Each Monday, Shedders pick up the drums and also go through other rubbish receptacles and actively hunt out recyclable items. The drums full of containers are brought to the shed where the items are sorted by category: glass bottles, aluminium cans, large plastic items, small plastic items, coloured plastic items and cardboard items, all with the 10 cent symbol identifying them as recyclable.

Items are bagged by category, glass in to pods and others in to wool bales. These are placed to await pick up by Containers for Change. The drums are replaced at the various sites.



Fit for purpose drums & trailer



Sorting by Category



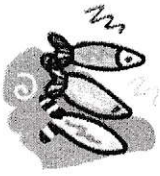
Seperated and stored by Category



Pods used for glass items



Awaiting pickup by Containers for Change



Cervantes Cultural Committee Inc.

PO Box 184,
Cervantes, WA 6511

cervantes.art.festival@gmail.com ✉
cervantesartfestival.com.au 🌐

To the Cervantes Community Men's Shed,

We would like to extend a belated but very sincere thank you for all the hard work and help the Cervantes Men's Shed provided in delivering and installing the public sculpture 'Drift' in front of the Cervantes Community Recreation Centre in November.

It is with the support and collaboration of community groups like yours that has enabled the Cervantes Cultural Committee to offer a wide range of community events, workshops and public art over the years. We deeply value the community connection these kinds of collaborations encourage and firmly believe this is integral in strengthening our community's character.

Once again thank you. We look forward to working with you again in the future.

Best wishes,

Caitlin Stewart

President
Cervantes Cultural Committee

Cervantes Progress
PO Box 110
CERVANTES 6511

Mr Murray Ford
President
Cervantes Community Men's Shed
CERVANTES 6511

Dear Mr Ford

Re: Support for the Cervantes Community Men's Shed Grant Application

Cervantes Progress whole heartedly supports the Cervantes Community Men's Shed in its endeavour to progress the development, via the building of a new suitable shed & fencing of same, of this much needed facility in Cervantes.

The support given by members, not only to those in need within the town, but to other organisations as the need arises is a credit to the ethos of the group. The group is to be congratulated on its inclusiveness to all members.

Members of Cervantes Progress wish Cervantes Community Men's Shed every success in its endeavours.

Yours faithfully

Sandra Randell

Honorary Secretary
Cervantes Progress
(Cervantes Ratepayers & Progress Assn)

9th November 2023



CWA Cervantes Branch
Post Office Box 215
CERVANTES WA 6511

Frank Whitton
Cervantes Community Men's Shed
Post Office Box 244
CERVANTES, WA 6511

Dear Frank,

re: CWA Community Project – Seats x 3

On behalf of all CWA Cervantes Branch members, I thank you and the Cervantes Community Men's Shed (CCMS) members for your generous quotation to install three seats as part of our CWA Community Project. Your quotation was gratefully accepted at our meeting, Friday 11th November, 2022.

At the same meeting, Members asked me to congratulate CCMS on securing the property on which to purpose build your shed. CWA Cervantes Members resolved to offer our assistance toward fund raising events CCMS may hold in the future to raise funds for the Men's Shed you are working towards.

We look forward to the success of the Cervantes Community Men's Shed Men's Shed.

Yours sincerely,

Mrs Gael Palmer
Treasurer
CWA Cervantes Branch

16th November, 2022.

jeffandgael@hotmail.com

From: Ford Bigpond <mepro@bigpond.com>
Sent: Thursday, 10 November 2022 7:44 AM
To: Gael Palmer
Subject: Fwd: Application Support

Sent from my iPad

Begin forwarded message:

From: judypeacock@westnet.com.au
Date: 9 November 2022 at 5:26:15 pm AWST
To: Murray <mepro@bigpond.com>
Subject: Application Support

To Mr. Murray Ford,
For the Cervantes Men's Shed.

The Members of the Cervantes Historical Society Inc give their full support to the Cervantes Men's Shed Committee in their endeavor's to secure grant funding for their new building, fencing and associated costs.

We wish them well!

Judy Peacock (Secretary Cervantes Historical Society Inc)

Windows

Cervantes Water Tank Upgrade

I had the pleasure of meeting Water Corp representatives Carlos Castellanos – Project Manager, Kym Walker – Community Engagement Team Lead and Grace Davies – Community Engagement Advisor to get some insights of the project. The project has been three years in the making going through Water Corporation's Asset Acquisition Process commencing with the estimated planning stage. The scoping phase included preliminary design, then Detail Design and Bid ready documentation. The works were awarded to Leicon Notley after a competitive bidding process.

The decommissioned tank was built in 1983 and the existing in situ tank was built in 2008. The capacity of the removed tank was 200kL and the new tank will be 220kL and will be 3.235m high. The base is under construction now. It is being built in two halves vertically, it will be craned in to position and joined together, in the reverse of how the original base was removed.

The new platform will be constructed on site, at ground level and consists of 2 by 610mm high I-beams and 14 by 310mm high cross beams with gratings and guardrails on top. The tank will be assembled in three vertical portions. Each vertical portion (100mm in height) will be compiled of several rounded tank wall portions that come together. Each vertical portion, once assembled, will be lifted onto the tank platform, followed by the roof, using specialized lifting jacks. Of course, the steel being used on the project is specified for use in coastal conditions.



While speaking with Carlos, Kym and Grace, I learned about the fortuitous and generous result of the removal of some of the tank and base material. The Cervantes Community Men's Shed has been given approximately 5 tonne of steel from the base and a substantial quantity of wood from the platform. President, Murray Ford, informs me that the Men's Shed will be able to build substantial equipment racks within and a veranda on the new Men's Shed using this valuable material. Murray was also thankful for the assistance given by Leicon Notley providing transport of the large volume of material to the LIA. Leicon Notley immediately arranged the loading and transport of the material using the crane and a truck saving the Men's Shed members an arduous and heavy job.

Carlos, Kym and Grace visited the Men's Shed and met with members and discussed the planned use of the timber and steel.

Carlos Castellanos, Project Manager, Water Corp and Frank Whitton, Cervantes Community Men's Shed.

Carlos Castellanos – Water Corp, Project Manager and Frank Whitton – Cervantes Community Men's Shed discussing the work members do and plans for the timber and steel kindly donated by Water Corp

Source: *Pinnacles Express* 5 August, 2022

It's a man's world

18 April, 2017 By: Jessica Zoiti

Meet the blokes from the Cervantes Men's Shed who are embracing their artistic side to give back to the local community.

Wandering through the coastal town of Cervantes, you expect to see people fishing, or heading out for a four-wheel drive. The 350kg metal fish sculpture might take you by surprise – especially when you find out it was built by a group of local mates from the Cervantes Men's Shed.

With around 500 permanent residents, [Cervantes](#) may be small, but what it lacks in population it more than makes up for in natural beauty and community spirit.

A laid-back fishing village, the town, just a two-hour drive north of Perth, has picked up the tourist trade as the ideal base for exploring the Pinnacles (WA's world-famous natural limestone turrets) and the region's turquoise ocean, abundant marine life and carpets of vibrant wildflowers every spring.

Origins of the Cervantes Men's Shed

While there's plenty for tourists to see and do, this hasn't always been the case for locals – just ask Murray Ford. When Ford swapped life in steel fabrication business for a seaside retirement, he found there wasn't much for men his age to do beyond golf and bowls.

So he set out to form the Cervantes Men's Shed, a place where like-minded men could come together to socialise, work on community projects and get hands-on with passion projects.



Cervantes Mens Shed President Murray Ford

"The Cervantes Men's Shed was formed about six years ago now," Ford recalls. "For two years we didn't even have a shed – we were just a group trying to get things to happen – then four years ago we moved into what was the old Kailis lobster receival shed."

As part of the broader [Australian Men's Shed Association](#) (AMSA) the Cervantes Men's Shed is one of more than 985 Men's Sheds across the country and abroad. With around 150,000 members, the AMSA's aims to improve the well-being of men and reduce both physical and emotional isolation by tapping into the power of local communities and the inherent desire of many to tinker.

A place of congregation, conversation and creation

With ex-farmers, miners, sparky's and fisherman, the Cervantes Shed now numbers 40, ranging from their late 50's to 75 and includes women who can join as associate members. While some come for the tools and space to work on personal pursuits, like repairing boat trailers, others come for the regular Tuesday meetings for a chinwag and hot cuppa.

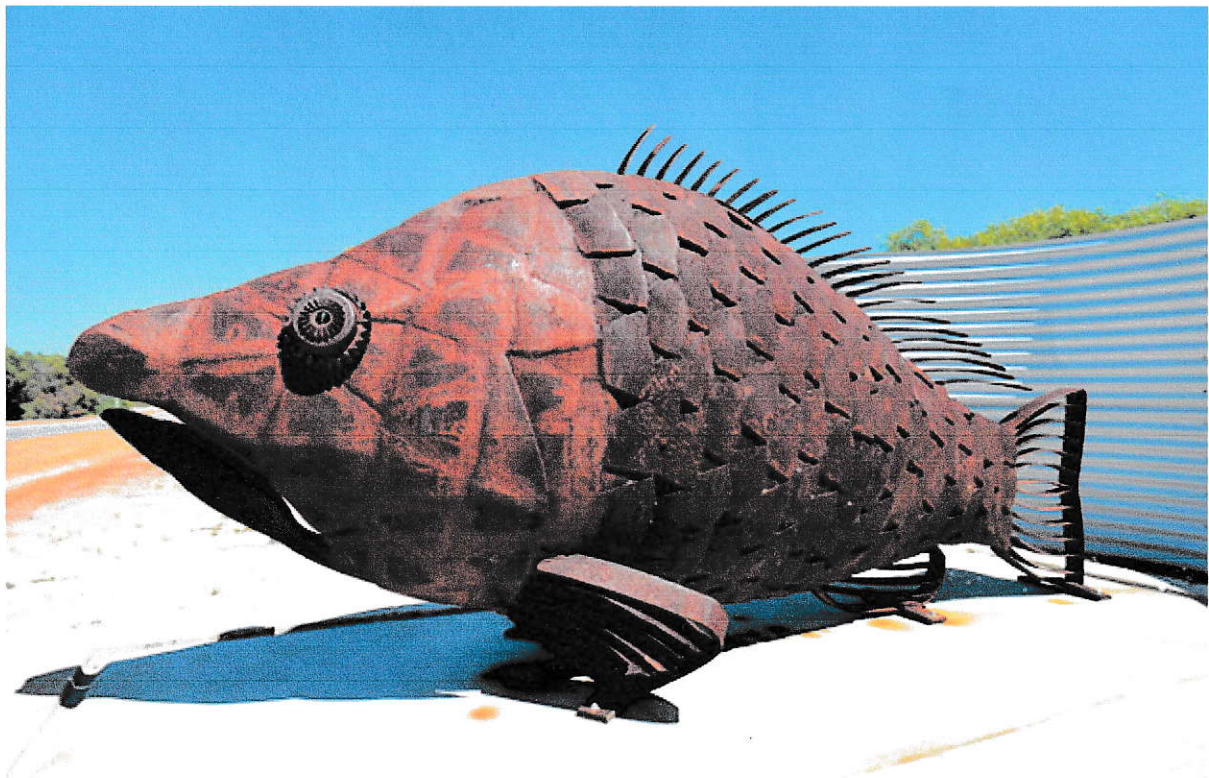
As a group the Shed always has numerous community projects on the go, says Ford, many of them contributing to Cervantes strong sense of community and civic pride.

"We look for ways to fundraise," says Murray. "For example, we manufacture amateur craypots that we sell to people for their amateur crayfishing."

"We also do small jobs for the shire, like repairs to the gazebos in the park, and benches, and we do small jobs for people in the community"

It's not all practical - Cervantes seems to be enjoying something of an art renaissance.

Several years ago, and backed by the Cervantes Cultural Committee, the Historical Society, the Ratepayers Association, the Chamber of Commerce and of course, the Cervantes Men's Shed, the town launched the Cervantes Art Trail, a permanent street art installation of more than a dozen works. Murray's very own steel [steel dhufish](#) is one of the sculptures on the trail.



Giant dhufish sculpture created by Murray Ford and the Cervantes Mens Shed "As well as sponsored art works, individual household were encouraged to put up their own art work outside their own homes," says Murray. "You can now get a map of the art from the tourist office and take a tour and find out the story behind each piece."

The Cervantes caravan park gets a makeover

Given the love for Cervantes, the Shed has been a strong supporter of the biggest economic opportunity for Cervantes in years - the \$10 million

redevelopment of the old Cervantes Caravan Park. Purchased by [RAC Parks & Resorts](#) and given a much needed upgrade, the new-look park is expected to seriously boost tourism to Cervantes.

“What the RAC has done there is such an asset to the town,” says Murray.

So when the developers approached Cervantes Men’s Shed to help inject some of the local fishing village charm as part of the revitalisation of the Caravan Park, Murray and his mates were more than happy to lend their welding, sculpting and artistic skills.



Woven baskets made at Cervantes Men's Shed.

“(The project manager) wanted help in ‘Cervante-ising’ the caravan park,” Murray says.

“We sourced a lot of old fishing memorabilia like oars, floats, old craypots. We also created four crayfish sculptures, much like the ones we had previously created for the big craypot sculpture that sits at the Cervantes town welcome sign.

They also wanted some of our handmade rope mats to sit at the doorways of the cabins.”

With the [RAC Cervantes Holiday Park](#) now open for business and local handiwork is now greeting visitors from all over the world, Murray believes the future of his beloved sea-shanty town looks bright.

“The Park will bring more tourists into town, which is good. It will bring in outside money and hopefully bring younger workers in town to meet the needs of business.

“It will only add to our community.”



Murray Ford in the workshop
Image credit: Clayton Jauncey

Source: https://rac.com.au/home-life/info/stories_cervantes-mens-shed



Ovane Pty Ltd ABN: 93 009 276 724
 LOT 196 Tootra Street (PO Box 84), MOORA WA 6510
 P: 08 9653 1888 F: 08 9653 1889 M: 0427 511 466

Customer Details:	Extra Contact:	Quote Number:
Cervantes Men Shed Aragon Street Cervantes WA 6511 0427779431	Quote Prepared by John Hughes Mobile: 0427397207	14614 26 th of April 2023 Valid for 30 days

Quotation Overview:			
Dimensions:			
Span:	15m		
Length:	30.5m		
Height:	4.8m		
Bay Width:	2m, 2.4m, 3.6m, 4.5m, 4.5m, 4.5m, 4.5m and 4.5m x 8 bay(s) at 3.75m each		
Roof Pitch:	11Deg°		
Left Leanto			
Right Leanto			
Design Factors:			
Importance Level:	2	Topography:	1
Wind Region:	Reg A	Shielding Factor:	1
Terrain Category:	TCat 2.48	Int Pressure Co-efficient:	-0.61, 0.67
		Site wind speed in m/s:	39.35586 (ultimate limit state)
Building Details:			
Walls	COLORBOND® DEEP_OCEAN Mono clad 0.42 CB		
Roof	COLORBOND® SURFMIST Mono clad 0.42 CB 11Deg		
Gutter	COLORBOND® SURFMIST Easiline Commercial Gutter CB		
Downpipe	COLORBOND® DEEP_OCEAN		
Barge	COLORBOND® DEEP_OCEAN		
Corner Flashings	COLORBOND® DEEP_OCEAN		
Door Flashings			
Skylights			
Roller Doors			
PA Doors	Personal Access Door in LEFT of Bay 3 of RIGHT wall. Sentry - 650.37D - 2040 x 920+920 Personal Access Door in CENTRE of Bay 2 of LEFT wall. Sentry - 650.37S - 2040 x 1100		
Windows	7 x 790 x 1731 XO Sliding Window 4mm Clr Flt S1200 U3000 W300pa - Grey 2 x 790 x 589 XO Sliding Window Perm Vent 4mm Clr Flt S1800 U4500 W300pa - Grey		
Insulation			
Open Bays			
Mezzanine			
Divider Walls	Bay Divider Wall at bay 3		

Bay Divider Wall at bay 6

Materials:			
Columns:	C30030	Purlins:	Z15012
Rafters:	C30024	Side Girts:	Z15012
Knee/Apex Brace:	C20019	End Girts:	Z15012
Left Leanto Column:		Right Leanto Column:	
Left Leanto Rafter:		Right Leanto Rafter:	
Mezzanine Bearer:		Mezzanine Joists:	
Footing:			
FOOTINGTYPE= As to Engineering Specifications			
Notes:			
<u>Planning Application Permit and Fees Paid</u> - \$440.00 + GST			
<u>Building Permit Application and Fees Paid</u> - Includes BRB Registered Builders Licence - \$1900.00 + GST			
<u>Supply and Install Polycarbonate Sheeting</u> - 6 x Clear Polycarbonate Sheeting for side walls @ 4.8m long - \$2660.00 + GST			
<u>Delivery to Site Fee</u> - \$650.00 + GST			
<u>Hire of Scissor Lift and Crane</u> - \$1675.00 + GST			
<u>Concrete Slab</u> - 15m wide x 30.5m long x100mm thick Concrete Pad, SL72 Reo Mesh, Polly Sheet Underlay, Height Chairs, Supply and Lay to Include Footings and Stirrup Placement - \$64910.00 + GST			
<u>Shed Erection Fee</u> - \$41880.00 + GST			
<u>Internal Walls, Doors and Suspended Ceiling at 2.4 high</u> - \$37200.00 + GST			
<u>Contingency Price Rise 20%</u> - \$18920.00 + GST (Estimate Only)			
<u>Accommodation and Meals</u> - \$4540.00 + GST			
<u>Owner to Supply Compacted Level Site</u>			

QUOTATION

Base Price	\$85,998.96 + GST	Total ex GST	\$260,773.00
		GST	\$26,077.40
Extras as above	\$174,775.00 + GST	Total inc GST	\$286,851.00

Confirmation of order	Payment Schedule
I hereby agree to place this order based on the details and terms and conditions provided .	The following deposit and payment schedule is required. We thank you for providing prompt payment.

Customer name:	Cervantes Men Shed	Deposit – 10%	\$28,685.00
Customer signature:		On delivery – 60%	\$172,110.00
Date:		On Completion	\$86,056.00

To learn more about the Fair Dinkum Sheds range of products, please visit www.fairdinkumsheds.com.au

Shire of Dandaragan Sport and Recreation Report 2021 -2031



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Executive Summary

The Shire of Dandaragan Sport and Recreation Report has been drafted to guide the Shire's future resource, investment and advocacy commitments to provide appropriate facilities and services to its community. It is principally focused on the needs of Shire residents centred around the four towns of Badgingarra, Cervantes, Dandaragan and Jurien Bay.

The purpose of this document is to set out the research and rationale for a series of recommendations against which the Shire will plan for the next ten years and beyond. The key considerations in developing the plan have been:

- The future financial viability of current sport and recreation infrastructure and the ability to address any identified financial risks.
- Limited available financial resources of the Shire to invest in sport and recreation infrastructure and the requirement to prioritise how this investment should be expended.
- To plan effectively to supplement Shire resources by attracting grant and other external funding for those projects identified as being important to the community.
- The changing participatory landscape which is seeing the sport and recreation precincts used extensively at one time for different sporting activities.
- To ensure facilities, where practicable, meet contemporary design standards and that any planned changes are undertaken in a realistic phased timeline which takes into account the ability to attract external financial resources.
- The management of an ageing asset base and to ensure each Town community has the capability and volunteer resources / skills to sustain current services without significant additional financial input and assistance from the Shire.
- The potential rationalisation of sport and recreation infrastructure as it reaches the end of its useful life to ensure the sport and recreation precincts in each Town remain viable and meet the needs of a socially connected community.
- Responding to a gradually ageing community and increasing the accessibility to all community sport and recreation infrastructure.
- Recognising there is still a large young family cohort and youth which are to be provided for and by building on recent investment in the skating infrastructure at Jurien Bay and planned investment for families / children / youth in other Town sites.
- Facilitating the growth in non-structured and social sport and recreation opportunities as a growing area which needs to be accommodated.
- The use of improved information technology in both improving accessibility to sport and recreation infrastructure but also to gain data on usage against key strategic community plan outcomes.

The most significant consideration is the ability for shire residents to access infrastructure that is flexible and adaptable for a wide range of uses as diverse sport and recreation opportunities, rather than purely a level of provision based on population trigger points.

Key outputs from the community consultation process undertaken in developing the sport and recreation report identified the following additional overarching considerations:

- The community sentiment is that the quantity of sport and recreation facilities in the Shire is generally considered to be adequate.
- Many of the facilities however are ageing and not fit for current purposes.
- Although the Shire's population is ageing the provision of facilities and programs in sport and recreation for younger age groups is growing.
- More diverse sport and recreation offerings are required, which could be facilitated in part by multi-use facilities.

Having regard to the above, the Shire in assessing any new development, should prioritise multi-use facilities and work towards developing a Master Plan for each of the four Town site Sporting Precincts. These Master Plans would guide and inform future development and investment decisions. A clear commitment is required to ensure Shire facilities are open and equitable to a diverse range of users.

Based on The Master Planning process and community need the Shire should work towards developing in each of the town sport and recreation precincts, one centralised community hub for sporting activity, social gatherings, meetings, events and festivals / community activities. This ideally should be within one centralised building which provides a community centre, sporting pavilion, social / function space and public toilets / shared meeting and socialising areas. The facilities should have the capability to provide for both sport and general recreational use to provide for the resident community of all ages.

A *Minimum Level of Service* provided by the Shire to the four population centres is suggested, which includes:

- Indoor space with meeting rooms, kitchen, and function capability.
- Indoor full-size basketball with multiple court markings (Jurien Bay only).
- Outdoor multi-functional court space x2 for the provision of tennis, netball and basketball (floodlit to evening training use).
- One senior oval space which can accommodate the seasonal sports of Australian Rules Football as a minimum but with the capability to accommodate rectangular sports (2 rectangular senior pitches).
- 2 sets of gender diverse changing rooms with toilets and showers. This is suggested at all town sport and recreation precincts, with the exception of Badgingarra.
- 1 x umpires change room. This is suggested at all Town sport and recreation precincts, with the exception of Badgingarra.
- Internal storage.
- External covered viewing areas.
- Play area / skate facilities for the youth / young children, drinking fountain and seating.

In addition to the above, the following facilities are examples of infrastructure that would be the subject of community or external grant funding and Shire funding through the Shire Sport and Recreation Facilities Capital Works Fund or the Shire of Dandaragan/Tronox grant round. (i.e. not part of the minimum level of service provided by the Shire):

- External storage
- Oval training floodlights (installation of training level lights for weekday evening use). Competition lighting is not required.
- Synthetic bowls green.

The Shire will continue to set aside funds to partner with community and sporting groups on these projects as part of its Sport and Recreation Funding Policy.

The establishment of a *Minimum Level of Service* model is designed to provide clarity for each community about the Shire's commitment to core facilities provision, particularly when the existing community recreation centres become due for replacement or major refurbishment. It also serves as a foundation for the local community and sporting groups to leverage, fundraise and seek external funding for a higher standard or more customised array of facilities to suit their needs in accordance with the Master Planning process.

LEVEL OF SERVICE

Minimum Level of Service provided by the Shire to the four population centres

GENDER DIVERSITY

4 sets of gender diverse changing rooms with toilets and showers.



C D J



INDOOR SPACE

Indoor space with meeting rooms, kitchen, and function capability.

B C D J



EXTERNAL COVERED VIEWING AREAS*

B C D J



UMPIRE ROOM

C D J



BASKETBALL ^J

Indoor full-size basketball with multiple court markings.



INTERNAL STORAGE

B C D J

YOUTH**

Play area / skate facilities for the youth / young children, drinking fountain and seating.



B C D J

OUTDOOR MULTI-FUNCTIONAL COURT SPACE

x2 for the provision of tennis, netball and basketball (floodlit to evening training use).



B C D J



SPORTS OVAL + PITCH

One senior oval space which can accommodate the seasonal sports of Australian Rules Football as a minimum but with the capability to accommodate rectangular sports (2 rectangular senior pitches).

B C D J

FACILITIES

Facilities to be subject to community or external grant funding with an appropriate business case (i.e. not part of the minimum level of service provided by the Shire):



EXTERNAL STORAGE



OVAL TRAINING FLOODLIGHTS



SYNTHETIC BOWLS GREEN

B BADGINGARRA
C CERVANTES

D DANDARAGAN
J JURIE BAY

* Badgingarra viewing area is facing bowling green and oval
** The 'District' skate facility is in Jurie Bay. Other towns have 'Local' level skate facilities



This report recommends the Shire endorses a series of guiding principles against which projects identified under the Master Planning processes should be considered and prioritised. These include:

- All projects are to be in accordance with the goals and objectives within the Sport and Recreation Plan
- Being subject to a demonstrated need and project justification based on the magnitude of the project.
- Projects are to comply with relevant Shire policy in effect at the time of the application.
- Clubs seeking funding for projects should demonstrate that they have the necessary governance structures in place and are adhering to them.
- The project fulfills a demonstrated need with a sound financial business case.
- Promoting shared use and co-location of clubs and infrastructure and consolidation of single user facilities
- The facilitation of community cohesiveness (i.e. supporting social connectivity).

In responding to the full extent of research underpinning this plan including the current strategic direction of the Shire, regional influences, changing demographics, trends and benchmarking, visual auditing of existing facilities, input from user groups and an analysis of future needs, a series of recommendations were made. These are identified from page 67 onwards of the plan and incorporate:

- 15 recommendations related to development principles, policies and standards of provision.
- 10 recommendations related to the Town site of Cervantes
- 4 recommendations related to the Dandaragan Town site.
- One comprehensive recommendation related to the Badgingarra Community Centre and adjacent Sporting Facilities.
- 6 recommendations related to the Jurien Bay Town site.

The recommendations have broad time considerations for delivery against each which includes:

- Immediate (I): 1 year in planning and implementation (year one of the Sport and Recreation Plan 2021 to 2031).
- Short Term (S): 1-4 years in planning and implementation (year one to four of the Sport and Recreation Plan 2021 to 2025).
- Medium Term (M): 4-10 years in planning and implementation (year four and onwards of the Sport and Recreation Plan 2021 to 2031).
- Long Term (L): 10 years plus in planning and implementation (post 2031).

1. The Context:

The Shire of Dandaragan Sport and Recreation Report is principally focused on the needs of Shire residents' centred around the four established towns of Badgingarra, Cervantes, Dandaragan and Jurien Bay. These are the main population centres which also support the local agricultural and tourist industry. Figure 1 highlights the central location of the Shire to the major national park tourist attractions and the respective location of the four main population centres.

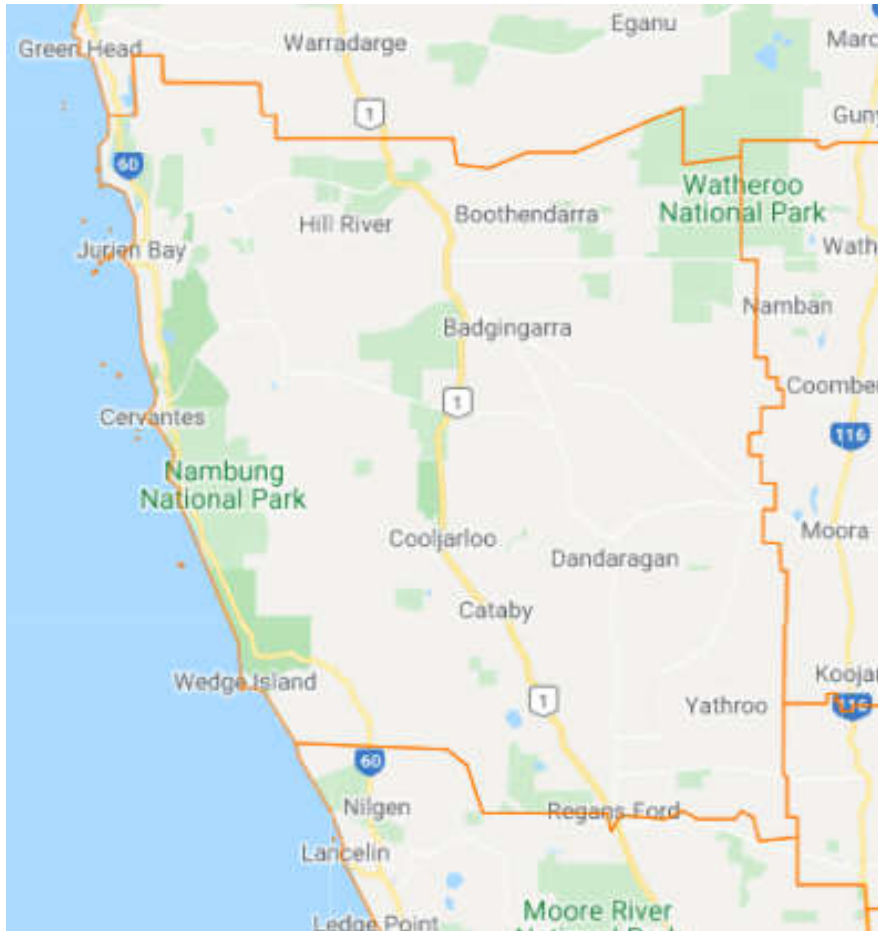


Figure 1 – Shire of Dandaragan

1.1 Purpose

The Shire of Dandaragan's Sport and Recreation Report is to guide the Shire's future resource, investment and advocacy commitments to provide appropriate facilities and services to its community within the four towns of Badgingarra, Dandaragan, Cervantes and Jurien Bay.

The provision of sport and recreation facilities and services is delivered across organised team sports, individual participant sports (e.g. fitness, gym) and passive recreation opportunities. The report therefore considers a broad range of facilities and considers the Shire's capital assets for meeting current and future recreation needs of the Shire's community. The report recognises that much of the community sporting infrastructure has been developed and delivered through significant community fundraising and grant assistance. It is likely that this will continue and the role of the Shire is to assist the community through this process and seek to address potential shortfalls where the need has been evidenced.

Direction is provided through Envision 2029, the Shire's Strategic Community Plan, Corporate Business Plan and Long-Term Financial Plan. Community requirements are required to be balanced against both the financial and personnel resources which are available, having regard to existing and potential partnerships with other service and funding providers.

1.2 Objectives

This report identifies the key frameworks, trends, community needs and priorities for future investment and management in sport and recreation facilities and services. The primary purpose of the report is to ensure the Shire's capital assets meet current and future needs of the Shire of Dandaragan community. This report:

- Identifies current trends, future growth prospects and consider opportunities for improved sustainable sport and recreation facilities across the Shire.
- Articulates a clear vision and measurable goals to assist the Shire and sport and recreation organisations to focus on the development of viable facilities and levels of service.
- Identifies options for colocation and prioritises existing sport and recreation facilities to provide optimum services to the resident population.
- Includes a detailed action plan recommendations that prioritises and guides the Shire's resources to deliver the optimum sport and recreation outcomes in a planned approach. This should be underpinned by a cost benefit analysis which confirms the highest priorities for investment.
- Is informed by relevant planning and guidelines and a robust consultation process with key stakeholders to ensure the plan is best informed and priorities agreed in consultation with Shire officers, Council and sporting groups through the Plan development process.
- Applies to a timeframe of the next 10 years.

1.3 Development of the Plan Overview

To fulfill the objectives of the report the following planning process was adopted:



Figure 2: Methodology for developing the Shire of Dandaragan Sport and Recreation Plan

The following identifies the process undertaken under each of the phases:

- Phase 1: To obtain the full extent of supporting information, strategic planning documentation and to confirm the outcomes desired of the planning process.
- Phase 2: The analysis of all data relating to previous plans, community requests, demographic considerations, a visual audit of all existing facilities, trends and benchmarking.
- Phase 3: The development of a community survey and a series of workshops in Badgingarra, Dandaragan, Cervantes and Jurien Bay. In addition, one-to-one meetings were held with key user groups within each of the main facilities.
- Phase 4: A needs analysis was then undertaken based on the outputs of the research and the consultation process. This assisted in establishing priorities for future investment and underpinned a series of draft recommendations.
- Phase 5: The development of the draft Sport and Recreation Report including the recommendations and associated implementation plan for consideration by Council.

- Phase 6: The draft report is updated and a Council Plan is formulated to distil key information and summarise the Shire's response and action plan. This Plan is distributed for a further round of public advertising to ensure the recommendations and outputs of the process are generally supported by the community.

2. Strategic and Operational Considerations

This section identifies the critical considerations identified through the document review process and an assessment of documents related to the provision of sport and recreation within the Shire of Dandaragan. These documents establish the key parameters to provide direction for the Sport and Recreation report.

2.1 Shire of Dandaragan Integrated Planning and Reporting Framework

The most critical documentation under which the Shire of Dandaragan sets the future direction is the Integrated Planning and Reporting Framework which consists of:

- Strategic Community Plan (Envision 2029)
- Long Term Financial Plan and annual budget
- Corporate Business Plan

The final Sport and Recreation Plan is to be used as an informing document under the Integrated Planning and Reporting Framework.

The Strategic Community Plan (SCP):

The SCP outlines a 10 year plan to meet the community's aspirations themed into four responses, Infrastructure, Prosperity, Environment and Community, with priority outcomes which include:

- Infrastructure:
 - Our communities contain vibrant, activated public open space and buildings with high levels of organisation and functionality. This requires assets to be flexible and adaptable.
 - Our investments in public assets are based on responsible and sustainable asset custodianship. The asset management planning framework is the guiding document and will consider the upgrade and improvement of existing buildings and Public Open Space (POS) without necessarily increasing the quantity.
 - Our built environment responds to the accessibility and connectivity needs of all residents providing equitable access and opportunity for participation. This requires the Shire to adhere to recommendations from the Age Friendly Community Plan and Disability Access and Inclusion Plan.
- Prosperity:
 - The Shire is home to a successful and growing market for domestic and international tourism. Of the key actions of relevance is to facilitate and support events that promote the region and deliver a positive economic impact.
- Environment:
 - The Shire will be prepared for and respond to the challenges of climate change. In particular to implement effective planning and projects that reduce the risks to property, infrastructure and the environment.
- Community:
 - A Shire built on the strengths of community spirit and resilient, connected communities. To support the value of our community volunteers and provide meaningful opportunities to contribute to Shire projects and improving local living.
 - A safe, healthy, smart and active community that values its history and supports inter-generational relationships. By providing sustainable recreation infrastructure and services, off-peak events, community building programs and place-making concepts in our public spaces.

- A region that develops and supports community leadership and collective values. By providing governance support for community groups and implementing the Youth Plan to support youth leadership, development and involvement.

Corporate Business Plan (CBP):

The 4 year Corporate Business Plan sets out the priority actions to achieve the objectives of the SCP, within the Shire’s available resources and long term financial planning goals. Commitments have been made to the following which influence the Sport and Recreation Plan:

- Cervantes to Jurien Shared Path
- Badgingarra Cricket Practice Nets
- Dandaragan Recreation Precinct Play Space
- Jurien Bay Foreshore and Youth Precinct
- Recreation Precincts Needs Analysis and Infrastructure Master Plan
- Renewable energy and energy efficiency upgrades for community infrastructure
- Jurien Bay POS Water Resourcing
- Turf area reduction review

The Long Term Financial Plan (LTFP):

The LTFP is a high level 15 year rolling plan informed by the SCP and CBP demonstrating alignment between the Shire’s capacity and strategic aspirations. The LTFP estimates a reduction in net asset position as the Shire continues to improve asset knowledge and setting reasonable levels of service.

2.2 Other Shire Plans and Documentation

Table 1 below identifies the other documentation produced by the Shire which inform the Planning and Reporting Framework. Reference is made to the documents and key considerations for the Sport and Recreation Plan

Table 1: Relevant Shire of Dandaragan documentation, policies and plans

Document	Key Considerations
Local Planning Strategy (LPS) 2019 Local Planning Scheme 7	The LPS sets out a vision for next 10-15 years with relevant action including the provision of appropriate community infrastructure to facilitate staged growth. In Cervantes and Jurien Bay, it advocates encouraging walking and cycling and ensure that structure planning incorporates an integrated and safe network of paths. The development of plans to improve the quality of public spaces within settlements is also referenced.
Sport and Recreation Strategic Plan 2006	The report which was not formally endorsed makes recommendations for specific facilities and services required in each of the four towns including policies relating to funding for major indoor recreation facilities. All have been investigated and implemented where feasible. Those not pursued are: <ul style="list-style-type: none"> • Badgingarra Golf Course toilets. • Jurien Bay heated aquatic centre. • A third green at Jurien Bowling Club.
Youth Plan 2019-2024	It is important to ensure new and existing infrastructure is developed with an understanding of the interests, issues, needs and safety of young people. The design development of the Jurien Bay skate facility was undertaken by consultants and local youth

Document	Key Considerations
Shire of Dandaragan Age Friendly Community Plan (2016)	<p>The plan sets out the Shire's commitment to developing an Age Friendly Community. The Shire is to provide facilities and recreation services that contribute to the social and physical wellbeing of older community members by:</p> <ul style="list-style-type: none"> • Holding events in the recreation centre, • Maximizing opportunities for new and improved culture and arts facilities • A strong focus on connecting youth and older persons. • Facilitate opportunities for collaboration between seniors, sports and community groups.
Vibrant Communities: Arts and Culture Plan 2020	<p>This strategy articulates the Shire's commitment to facilitating the arts within its facilities and suite of services. Spaces and infrastructure should be flexible and adaptable for arts activities and physical integration.</p>
Disability Access and Inclusion Plan 2016-2020 (DAIP)	<p>The DAIP aims to improve access for all. Key considerations include:</p> <ul style="list-style-type: none"> • Ensure that events are accessible to people with disability. • Ensure ACROD parking meets the requirements of people with disability in terms of quantity and location. • Ensure all building and facilities meet the standards for access and other needs. • Ensure that disabled facilities and services are clearly indicated and accessible. • Ensure that recreational areas are accessible.
Dandaragan Economic and Tourism Development Strategy 2020	<p>The plan identifies key issues and risks for the Shire as low population growth, an ageing population, volatile economic growth and seasonal economy, and an economy reliant on agriculture, rock lobsters and tourism. One of the key recommendations is improved and coordinated marketing and promotion of places, events and activities to attract visitors. The strategy also referenced the requirement to seek state and federal funding for infrastructure investment, particularly for the foreshore, marina and airport developments and for community infrastructure</p>
Asset Management Plans – Property Asset Management and Recreation Asset Management (Parts 1 and 2) October 2019	<p>The Shire currently has responsibility for planning, maintenance, renewal and upgrade of approximately \$30M worth of Community Buildings and Facilities. This is in addition to roads, paths, drainage network, parks and car parks, plant and equipment and land assets. Policy 3.4 C-3AM04 – Asset Management sets out the Shire's commitment to providing appropriate levels of service through the Asset Management Strategy and Asset Management Plans.</p>
Jurien Bay and Cervantes Foreshore Master Plan 2020	<p>The foreshore master plans provide a long-term structure for both coastal town foreshores. In the case of Jurien Bay, the skate park is a prominent feature together with event space and future playground expansions. The focus of the foreshore plan is on activating the space and broader improvements to encourage passive recreational pursuits. For Cervantes, the plan focuses on improved recreation and event space with decking to improve formal access to the beach.</p>
Coastal Hazard Risk Management and Adaptation Plan 2019	<p>The plan provides guidance on vulnerable assets in the near future and possible priority for coastal sport and recreation facility planning.</p>

Document	Key Considerations
Policy 3.4 - C-3AM04 - Asset Management	The policy states the Shire is committed to providing and managing assets that support the delivery of services in line with the Strategic Community Plan.
Policy C-3SSL03 – Self Supporting Loans	Groups within the community may apply to the Shire for funds for capital projects. If successful they will enter into an agreement with the Shire on the terms of repayment of the loan. This has been applied for a number of sport and recreation facility capital works projects.
Policy 5.1 C-5CG01 – Community Grants	Council allocates 0.5% of the gross rates income to community organisations and individuals to assist with programs and activities, events and services delivered by community groups. Grants in partnership with Tronox are offered through the "Tronox Management and Shire of Dandaragan Community Sporting and Recreational Facilities Fund". The funds are to be used to provide or improve sporting and recreational facilities and to improve items of durable equipment.
Policy 5.4 C-5PMMCC04 - Provision Management and Maintenance of Community Centres	This policy relates to the four town community recreation centres and responsibilities for their management by the Community Centre Management Committees and the Shire. Works in addition to the Shire's programmed works are to be funded by the CRC management committees, other than through the Shire's Community Grants and Tronox funding programs.
Management Committees Information Resource Manual 2014	The information resource establishes key principles and operational obligations of the Management Committees. It lays out all of the risks and governance requirements which if fully adopted, should minimise both the financial and asset management risk. The key requirements require the Committees to provide an open and equitable service on behalf of the community.
Policy 6.1 - C-6SRF01 - Sport and Recreation Funding	The Shire will fund capital infrastructure for sport and recreation facilities and non-consumable sport and recreation equipment. Applications are made annually for projects greater than \$40,000 and must include a successful CSRFF application and a minimum 1/6 cash contribution by the community group.
Policy 6.2 - C-6R02 – Reserves	The policy provides guidance on use and leasing of Shire reserves and includes key lease agreement requirements. Usually, a 21 year peppercorn lease will apply, and the lessee is responsible for all maintenance and care.

2.3 State Government Direction

The key outputs relative to the delivery of sport and recreation investments from the state government documents are referenced in Table 2 below:

Table 2: Key State Government documentation - Key Themes

State Government Themes	State Government Themes
The state government identifies liveability as a key component of planning for communities, delivered	Promotion, guidance and policy are aimed at increasing sport participation and physical activity and building capacity in local

State Government Themes	State Government Themes
through social infrastructure specific to each community's needs.	governments and sport and recreation organisations for the provision of community services and facilities.
Public and private investment in social infrastructure (community facilities) is seen as essential and requires creative approaches and partnerships.	Diverse cultural hubs can be created around sports and sport venues and improved commercial opportunities reduce risk related to resourcing.
<p>Common sport and recreation provision considerations are:</p> <ul style="list-style-type: none"> • Take a regional approach to sport and recreation planning. • Consolidate facilities in towns. • Share facilities with other Shire's to avoid duplication. • Consider multi-use and co-location of facilities. • Link and promote places and activities. • Attract major high quality events to the region. • Plan and implement quality asset management. 	<p>Increasing facility standards brought about by international and national sporting organisations, leads to increased customer expectations and cost legacies.</p> <p>These changes may be to facilitate alternative sporting formats, digital technology, upgraded playing surfaces and lighting, demand for indoor facilities, spectator and club infrastructure, diversification of participation (age, gender, disability, cultural, etc.), energy and water saving technologies and higher levels of competition</p>
<p>Sport and recreation megatrends:</p> <ul style="list-style-type: none"> • Individualised sport and recreation • Lifestyle, adventure and alternative sports • Multiple benefits of sport • Catering for an ageing population • Participation improves health and wellbeing 	The approach by state government to funding is now moving towards outcome-based assessments. The development of evidence-based outcomes enables alignment with external funding objectives for improved financial sustainability of sports and leveraging facility investment

2.4 Sport Specific Guidelines and Strategic Direction

The key outputs relative to the delivery of a Sport and Recreation Plan from the State Sporting Associations published guidelines and strategic documents are referenced in Table 3:

Table 3: Sport Specific Guidelines and Strategic Directions

Sport Association Themes	Sport Association Themes
Multi-use and multi-marked indoor and synthetic courts and pitches will provide the broadest offering for a range of social and competition sports.	The development of gender diverse changing facilities is critical to the future development of clubs and to address declining participation rates. This is particularly important for areas where women's/girl's participation in sport is gradually on the increase.
Well-developed regional and local path/trail networks provide opportunity for safe passive transport, attract regional events and infrastructure funding.	The AFL Preferred Facility Guidelines and recent publications produced by Cricket Australia provide a useful guide for pavilion and playing field facilities at all levels of competition.
Governance is identified by the key sports as being critical to ensuring effective and efficient management of assets. All focus on establishing	Low carbon building materials and methods, low energy and water saving technologies in facilities

Sport Association Themes	Sport Association Themes
strong committee and decision-making structures and robust financial management.	are expected for facility upgrades and new builds.
The most critical aspect of club infrastructure and club development is to ensure financial viability. All sports advocate for an effective and efficient governance structure to support the stability and growth at all levels of club development.	It is important to be aware of asset management obligations and the ever changing compliance requirements. As these alter, clubs and organisations need to adapt and address any shortcomings where possible.

2.5 Overview

The following conclusions can be reached from the review of all influencing documentation:

- Financial viability is critical in managing and maintaining the extent of sport and recreation infrastructure within the Shire.
- Current committed expenditure by the Shire is extensive and a heavy reliance in future will be placed on attracting grant and other external funding. In addition, there is an expectation that the community groups will need to contribute through fundraising locally.
- There must be capacity to fund not only the capital construction cost but an ongoing ability to fund operational, maintenance, and future renewal costs to ensure the required level of service to the facility can be maintained over the whole of life of the asset
- There are significant changes in the advice and guidance provided by the sport industry which will necessitate sporting infrastructure being upgraded. Due to the financial constraints this will need to be undertaken in a realistic phased / staged manner.
- It is evident that each Town has a significant level of community sport and recreation infrastructure which acts as a social meeting point and provides significant value in maintaining a socially connected community.
- Given the gradually ageing community referenced in a number of Shire documents, there will be a greater need to address accessibility and address stated obligations in the DAIP and Age Friendly Community Plan.
- Notwithstanding the ageing community, there is still a large young family cohort and youth which need to be provided for. Recent investment in the skating infrastructure at Jurien Bay will address some of these needs, but there are also highlighted deficiencies in other areas.
- Current policies adopted by the Shire explain the need for contributions and the effective management of assets. It is not evident however whether, at this stage the clubs and organisations have the financial capability and volunteer resources / skills to sustain current services without significant input and assistance from the Shire.
- The importance of tourism and events has been referenced across a number of documents as being critical to the future economic prosperity of the Towns. Consideration will need to be given to the potential role sport and recreation infrastructure has in contributing to the economy and in particular attracting workers / families to support the agricultural /aquaculture sector economic growth.
- The importance of dual use paths and connectivity of POS and sporting infrastructure is evidenced.

3. The Changing Demographic Profile

The following section references the demographic data of the Shire of Dandaragan. The data has been collated from the 2016 Census, Profile.id™ and WA Tomorrow population projections, being the most recently published and available data for the Shire. The information focusses on key current demographic nuances and future projections and the likely implications for the provision of community facilities and public open space.

3.1 Current and Projected Population Growth

The population estimate for Shire of Dandaragan as of the 30th June 2020 is estimated at 3,315 (Source: Profiled™). This is a growth of 1.44% in the past year. Population growth in Regional WA was 0.51%. The growth is similar to the figures projected via WA Tomorrow (Band C). The projected growth under Band C indicates a population of 3,545 in 2026 and 3,695 in 2031.

The population estimate for Dandaragan and District (which includes Badgingarra) as of the 30th June 2019 is 767. Since the previous year, the population has grown by 1.19%. The population estimate for Jurien Bay - Cervantes and District as of the 30th June 2020 is 2,540. Since the previous year, the population has grown by 1.48%. Population growth in Regional WA was 0.51%. This indicates the population across the Shire Districts is keeping pace although the trend line over the past nine years indicates a higher growth rate in Jurien Bay - Cervantes and District and a gradually declining population base for Dandaragan and District.

Based on the 2016 ABS Census data, 15.3% of the population was aged between 0 and 15, and 23.1% were aged 65 years and over, compared with 20.2% and 14.6% respectively for Regional WA.

The Shire's overall age profile has a median average age of 48 compared to the regional WA average of 39. It has increased by 5 years since the 2011 census re-affirming that the Shire predominantly incorporates an ageing population.

3.2 Demographic Implications

The following are key indicators of demand and potential implications for the delivery of sport and recreation infrastructure within the Shire:

- The Shire's population is of an ageing demographic. It is dominated by older workers and pre-retirees to Seniors (70 to 84) which are growing cohorts. This indicates a growing demand for services aligned to seniors' activities. The largest concern would be the small and diminishing numbers of secondary schoolers through to the young workforce who would likely be the main participants in high contact team-based sports such as AFL and soccer.
- Analysis of the household/family types in Shire in 2016 compared to Regional WA shows that there was a lower proportion of couple families with child(ren) as well as a lower proportion of one-parent families. Overall, 19.6% of total families were couple families with child(ren), and 6.0% were one-parent families, compared with 25.8% and 8.7% respectively for Regional WA.
- There were a higher proportion of lone person households and a higher proportion of couples without children. The Shire's overall population of older couples without children is 15% which is 6% higher than the state average.
- The country (place) of birth for the residential population is important to understand, as it identifies the likely demand for certain types of sports and recreational activities. It may also act as a predictor of future, or changes in the demand for passive and active recreation infrastructure over time. In 2016, 13.6% of people in Shire of Dandaragan were born overseas, compared with 17.8% in Regional WA. Between 2011 and 2016, the number of people born overseas decreased by 2.7%. Australia, the UK, New Zealand and South Africa are the predominant residents. These typically play traditional outdoor European / Australian sports such as AFL, cricket, soccer, hockey, tennis, bowls, golf and rugby codes.
- Overall, 87.3% of people spoke English only, and 0.6% spoke another language and English not well or not at all, compared with 81.7% for Regional WA. This again highlights there is

unlikely to be a major shift from the need to provide a traditional Australian / European sport and recreational base across all towns.

- Income compared to regional Western Australia shows that there was lesser proportion of persons in the highest income quartile and a greater proportion in the lowest income quartile. In the Shire of Dandaragan, the 'medium lowest' income quartile was the largest group in 2016, comprising 32% of people aged 15 and over. This is indicative of a population which either consists of a number of residents who work in the service industry or a higher number of retirees on a relatively lower pensionable income, or both.
- The lower average income levels also indicate that in respect of discretionary spend, the broader resident base is likely to be more challenged, particularly when expending available resources on sport and recreational pursuits. In such areas there is greater pressure, generally, on local governments to provide a higher level of subsidy to offset the membership and ongoing running costs of infrastructure. In such areas the importance of providing places to increase social connectivity become more important.
- Analysis of car ownership in 2016, indicates 87.1% of households in the Shire had at least one car 59% of households had access to two or more cars, while 2.3% did not, compared with 83.2%, 54% and 4.9% respectively in Regional WA. This indicates a relatively higher level of independence across residents and ability to travel to take part in sport and recreational pursuits.
- Socio-Economic Indexes for Areas (SEIFA) measures a broad range of socio-economic indices from a baseline of 1,000. Research shows that a lower SEIFA (<1,000) correlates with a relatively lower health status with increased risk factors to ill health. In 2016, Dandaragan and District had the lowest level of relative disadvantage in the Shire of Dandaragan, with a SEIFA index score of 1,046.4 while the Jurien Bay – Cervantes District had a relatively high level of disadvantage when compared to Western Australia and Australia.
- The overall SEIFA score within the Shire is however higher than the average across Regional WA, indicating that in comparison to other Regional Areas the Shire performs relatively well. It is however important for Shire residents that the relative level of disadvantage is addressed if new residents and in particular, families are to be attracted to the area.

4. How is the Industry Changing and Adapting?

This section identifies trends in sport and recreation facilities and service provision. The first section references generic trends in respect of the provision of sport and recreation infrastructure, design and use.

4.1 Sport and Recreation Participation Trends

Sport Australia's annual participation data collection and analysis highlights a number of key trends across Australia. The data is split between children's participation (ages 0 -14) and adults' participation (15 years and over) and by gender. Selected conclusions from the full analysis can be summarised as:

- Top activities for participation in physical activity were recreational walking (43.4%), fitness and gym activities (33.9%), jogging and running (15.5%), swimming (15%), cycling (11.5%), bushwalking (5.7%), football (5.5%), golf (4.8%), yoga (4.8%) and tennis (4.5%).
- Australian adults tend to play sports for longer durations than non-sport related physical activities. However, they participate in non-sport related physical activities more often than sport.
- Women are more likely to participate in sport or physical activity for physical and mental health reasons, and to lose or maintain weight, than men.
- Men are more motivated by fun / enjoyment and for social reasons than women.
- For adults, up to middle-age, time pressure is by far the main barrier to participating in sport or physical activity. Poor health or injury then also becomes a main factor.
- Sport clubs are the primary avenue for children to be active, except for children aged 0 – 4, who are more likely to be active through other organisations.
- Sport clubs are not necessarily the main choice for participation in sport or physical activity in Australia for adults aged 18 years and over. Across Australia, the latest 2019 data indicated that 58% of the adult population participate through an organisation or venue and 22% of the population participate through a sports club or association.
- A concerning trend identified in AusPlay data is that 36% of girls in Australia have stopped playing sport by the age of 18, primarily due to debilitating peer pressure to look good and body image issues.

The AusPlay data is also broken down by state. The Top 10 organised children's activities and top 10 activities for adults highlight the importance of swimming, general fitness and recreational activities.

In respect of recreation-based activities walking, fitness / gym and athletics (which includes casual running), cycling, yoga and bushwalking rank highest amongst adults and are generally unstructured in nature. Children's participation tends to be dominated by club-based activities. Information is also provided in relation to participation rates for venue-based activities. In Western Australia, the top venue-based activities in respect of percentage of participation are fitness / gym (30.7% participation), swimming (9.8%), yoga (4.7%), athletics (4%), football / soccer (3.6%) and netball (3.3%).

4.2 Sport and Recreation Facility and Usage Trends

Participation and program trends are important in considering potential future investment in sport and recreation infrastructure. This also needs to be balanced against some of the critical development trends related to the built infrastructure, the capacity of a facility, its functionality and ongoing viability.

This section identifies sport and recreation trends which are specifically related to facility provision and use and its relevance to the development of sporting and recreational reserves and associated infrastructure within the Shire. Table 4 overleaf summarises the main industry trends associated with the provision of sport and recreation facilities and how they may apply to the future investment decisions of the Shire.

Table 4: Trends in Development of Facilities on Sport and Recreation Reserves and Implications for the Shire of Dandaragan

Theme	Descriptor	Implication
The move from structured sport to non-structured sport and recreation	<p>General trends indicate a declining participation rate in structured sporting activity and a greater interest in non-structured activities.</p> <p>However, club-based activities and education are considered essential in the formative years for children. Clubs provide structured access to a variety of skills and capabilities that can inform physical activity habits later in life.</p> <p>Clubs are important to maintain a competitive structure and for the development as social hubs and community gathering points.</p>	<p>Both structured and non-structured sport and recreation pursuits are likely to be a continuing demand, particularly in a regional setting where their value as a focal point for social connectivity is recognised. In addition to community connectivity, clubs are important for providing a competitive structure and to foster personal development. A balance needs to be struck between structured and non-structured sport and recreational pursuits.</p>
Ageing Infrastructure and Asset Management Obligations	<p>As referenced in Section 2 the Shire is similar to many other local governments, in relying on ageing infrastructure to support sport and recreational activities. The community would benefit from the replacement of infrastructure which is nearing the end of its useful life as they would require substantial investment to manage and maintain in situ. The importance of fully costing out asset management plans and future-proofing expenditure (including lifecycle costing) is becoming more critical, particularly when prioritising investment decisions.</p>	<p>The Shire has a maturing asset management planning process in place supported by developing plans and budget allocations.</p> <p>Due to budget constraints related to the limited rate base and ability for the Shire to borrow and invest, the immediate future focus is likely to be on improving the functionality of existing facilities rather than wholesale change.</p>
The lack of compliance with contemporary sport and recreational needs	<p>This is linked with the effective management of assets. Throughout WA there is a lack of contemporary facilities which meet emerging societal needs of the sports, and many are not compliant with statutory building requirements. This has been re-affirmed by recent facility audits which have been undertaken for AFL, cricket and tennis. Guidelines produced by national and state sporting bodies have identified a number of emerging trends in facility design which need to be incorporated within current investment programs. These include:</p> <ul style="list-style-type: none"> • The provision of unisex or gender neutral changing infrastructure. • Floodlighting to meet training and match demand. The move towards LED lighting for floodlights and within buildings to reduce ongoing operational cost and maintenance obligations. • Use of information technology, such as smart metres, remote building 	<p>Improvements to existing sport and recreation infrastructure have gradually been introduced but is limited by available budgets. As the use of facilities evolve, they tend to face challenges in relation to the availability of storage, building functionality and floodlighting (both for ovals / courts and building security / efficiency). The lack of gender diverse changing infrastructure is going to be an ongoing issue which will require a staged investment program aligned to asset management processes.</p> <p>Continued investment will be essential for the Shire to manage limited resources effectively.</p> <p>The use of information technology is likely to become more prevalent as a way to</p>

Theme	Descriptor	Implication
	<p>management systems and passive surveillance apps. These assist in helping to manage servicing, control bookings and also increase security.</p> <ul style="list-style-type: none"> • Incorporating Crime Prevention Through Environmental Design (CPTED) principles to increase security and people's perception of enhanced personal safety. 	<p>manage infrastructure in a more cost effective manner. Use of smart metering, building management system apps and sensors which reduce ongoing operational costs will become more commonplace.</p>
<p>Ability for clubs and user groups to generate income to sustain infrastructure</p>	<p>Ageing assets and lack of flexibility may compromise the ability of organisations to generate additional income in order to generate sufficient resources to maintain a sustainable future.</p> <p>There is now a general push towards commercialising aspects of sporting facilities to assist in offsetting the ongoing operational costs. While all facilities have the capability to run and operate functions / events, care needs to be taken that this does not detract from existing businesses or community facilities within the towns offering similar services.</p>	<p>Extensive commercial opportunities are unlikely to be realised at any sport and recreation facility within the Shire, as they have the potential to detract from commercial areas and local businesses which also need to be supported. The main income generating opportunities are likely to be maintained through traditional fundraising approaches, memberships, kiosk and bar sales.</p>
<p>A declining volunteer base</p>	<p>There is a recognised declining volunteer base across WA (Ref: WA Volunteering Strategy, Dept. of Communities) due to a greater level of compliance and increased risk management requirements. While State Sporting Associations are best placed to support their affiliated clubs, there is often a disconnect between the paid sports administration and the volunteer base.</p>	<p>Support needs to be provided to sporting clubs and organisations to assist in succession planning and facilitate gradual growth and enhanced capability. Current Shire policies place an onus on sporting clubs / groups to assist in raising funds and contributing to facility upgrades.</p>
<p>Development of sporting hubs and co-location of diverse activities</p>	<p>There is a greater focus on financial viability of all sport and recreation infrastructure and opportunity to review and ensure a greater return on investment.</p> <p>Providing a range of activity areas at the one site and within one multi-functional clubhouse / community facility to maximise use / help share the costs is a significant focal point for local governments. This includes combining activities for all ages to ensure facilities are provided to accommodate the needs of a broad range of people.</p> <p>Facilities should be designed and built to maximise flexibility in use, so they can respond and adapt as needs change.</p>	<p>The key objective of the Shire should be to maximise the number of co-located sports / recreational groups which can share resources on the existing reserves. Where possible, duplication of provision should be minimised and multiple building developments placed in an ad hoc manner avoided. The shared use of school sporting infrastructure is an option, where available, although this often means compromises need to be made in respect of times of use. Groups not wishing to participate in co-location may be required to accept the full asset lifestyle costs of a stand-alone facility.</p>

Theme	Descriptor	Implication
Cost barriers	<p>There are often complaints that the cost of undertaking sporting activities is unduly high. This however is generally reflective of the cost of provision with sport and recreation infrastructure being heavily subsidised by local governments. The cost burden is also in part related to the high cost of affiliation fees to peak sporting bodies which cover insurance requirements. These costs are unavoidable but need to be managed by the service providers in establishing affordable membership fees to encourage the highest level of participation.</p>	<p>The Shire has to tread a careful balance between the sport and recreational needs of a community and other budgetary pressures. It is recognised that all sporting infrastructure needs to be subsidised (through direct management of the asset or financial subsidy on its use). Wherever possible the Shire should clearly identify its commitment to fund facilities and reduce the operational burden. The co-location of similar sporting activities and consolidation of assets is a mechanism for addressing this burden.</p>
Provide equality of access to all members of the community	<p>There is a need to incorporate connectivity objectives as part of the development of public open space and associated recreational infrastructure. This has the benefit of enhancing the community service offering and facilitating diverse social and recreational use. The provision of high levels of community accessibility and local integration has a direct effect on supporting an engaged community and enhanced physical activity opportunities with positive mental health and wellbeing benefits. They should also comply with the requirements of the DAIP together with the legislative obligations of the Disability Discrimination Act.</p>	<p>The development of reserves which provide for sporting use will need to identify accessibility parameters and good connectivity. As far as practicable the resident population should have equal access and opportunities to engage in sport and/or active recreation of their choice and any perceived disadvantage, minimised.</p> <p>Opportunities exist to incorporate this within current master planning processes</p>
Ensuring that the value of any investment is justified	<p>Programs, activities and services offered should respond to the needs and interests of the people who live and work around it and foster long term benefits for the community. This is particularly relevant to the unique characteristics of the four towns within the Shire</p> <p>The value of sport and recreation infrastructure which incorporate a variety of sporting activities in providing a social and community resource which directly impacts on improved:</p> <ul style="list-style-type: none"> • Mental health and wellbeing • Physical health • Social connectivity <p>There is an ongoing need to ensure that future investment is justified through a coherent and robust evidence base. This will require more effective monitoring and evaluation of the</p>	<p>There is a requirement to put in place an effective monitoring and evaluation process which can be readily adapted to meet various funding opportunities and programs. This needs to recognise the economic value of development, social return on investment and the contribution to the community health and wellbeing. Proposed investment should be subject to a detailed business case. The alignment of the business case to the Shire's integrated planning framework and, in particular, the outcomes sought within the Strategic Community Plan are essential.</p>

Theme	Descriptor	Implication
	<p>contribution of sport and recreation facilities to the community.</p>	
<p>Lack of available water licences and need to source alternative opportunities</p>	<p>Water Allocation Strategies are increasingly directing a greater control of water resources by irrigating active play surfaces only, and not to surrounds.</p> <p>The landscaping and use of low water demand vegetation, hydro-zoning and water harvesting should be incorporated within sport and recreation reserves and associated facility developments.</p>	<p>Effective water and grass management and judicious use of limited resources should be a key principle adopted in the development of reserves which are utilised for sport and recreational activities to limit adverse environmental implications.</p>
<p>Responding to a gradually ageing community</p>	<p>The importance of developing infrastructure which meets the needs of all ages is becoming more prevalent. The Age Friendly Communities Plan provide a direct response to the needs of seniors within the Shire, identified through extensive consultation.</p> <p>There should also be continued support for seniors' participation in sport and recreation activities designed to meet the unique needs of seniors.</p>	<p>There is a need to ensure all sport and recreation infrastructure meets the needs of seniors, is affordable, readily accessible and incorporates social meeting spaces.</p>
<p>Sports Floodlighting</p>	<p>Adequate floodlighting to Australian Standards for training at a minimum is required to ensure sporting fields can be used to their full capacity, particularly for winter sports. This is particularly important as a mechanism to maximise the use of existing sporting reserves. LED sports floodlighting technology has rapidly improved in performance and cost comparability to metal halide in recent years. Switch technology has also vastly improved energy saving and user cost allocation opportunities.</p>	<p>The level of floodlighting required to meet the needs of clubs within the Shire is generally limited to evening training. Competitive matches requiring a full senior oval or rectangular pitch space can be scheduled during the day and there is only justification for training during weekday evenings where floodlighting of the full oval /rectangular space is not necessary. The Shire's investment should therefore be limited to small banks of training lighting at sporting reserves where a business case has proven the explicit need.</p> <p>New training light installations on ovals should be driven by club users utilising the Shire's grant programs. New installations should aim to achieve improved environmental benefit, functionality and lower operational costs, by using technology that meets current industry standards for community training use.</p>

Theme	Descriptor	Implication
Increased Community Expectation	<p>Communities are becoming more aware and engaged in the development and use of community facilities and therefore expectations are higher with regards to:</p> <ul style="list-style-type: none"> • Multipurpose buildings and spaces that can adapt to the changing environment. • Changing requirements of sports and higher standards of changing facilities, storage and floodlighting requirements. • A higher quality of fittings and fixtures, than otherwise previously provided. • Sustainable solutions to reduce the ongoing need for funding support. • Lower impact activities for seniors at more convenient and flexible times. • Lower participation cost opportunities by those without the resources to travel or pay for more expensive pursuits. 	<p>The aspirations and ongoing requirements of the community will generally be expressed through the consultation process. There is a need to balance competing priorities against actual need and ensure that any investment decisions are to deliver the optimum return in respect of community benefit. It is often unrealistic to adhere to standards / guidelines promoted by the peak bodies of sport and other peak recreational organisations. Functionality and fitness for purpose should be the critical consideration balanced against the available budget and long term commitment to the management of assets.</p>
Master planned	<p>The investment in any site for new or replacement of those facilities which are not fit for purpose should respond to long term development objectives. Short term, quick fixes should not compromise the longer-term aspirations to enhance / improve a building or sport / recreational space. Sites should wherever practical be master planned similar to the Foreshore Plans, to ensure realisation of agreed outcomes and to establish a context for ongoing investment decisions.</p>	<p>The importance of master planning all of the four town site recreational precincts is essential to ensure future investment requirements are identified and funding opportunities optimised. This should be seen as a priority to reduce ad hoc development and ensure investment decisions are made within a long term strategic context.</p>

4.3 Public Open Space Functionality

The development of public open space (POS) in Western Australia has evolved principally through the initial Hepburn Stephenson Plan for Metropolitan Perth (1954) and re-enforced through state planning policy Liveable Neighbourhoods (the primary policy for the design and assessment of structure plans and subdivision for new urban areas in major regional centres, on greenfield and large infill sites). The hierarchy of POS relates to regional, district, neighbourhood and local provision. It is unrealistic to adopt a hierarchical approach to POS provision in areas where the population base is low and where the focus needs to be on social connectivity and accessibility to a range of sport and recreational facilities within the key settlement areas.

The critical consideration is the astute management of limited financial and operational resources available within the Shire and to ensure as far as practicable, residents have access to a range of sport and recreational facilities which meet their needs. This means that within the four Town sites in the Shire the focus should be on District Open Space which services a catchment of the Town and its hinterland by providing the optimum level of accessibility. The sport and recreation space should provide for sport and recreation facilities and open space to facilitate competitive and social sporting activities and for

recreational pursuits. The district open space must be of adequate size to accommodate senior sporting functions and be accessible by the majority of the residential population. The option to provide for event space and to support tourists through provision of camping activities should also be factored in.

The functional approach is slightly different as it recognises that facilities with different types of spaces and amenities are required to meet the range of sport and recreational needs and uses. The recognised framework (Ref: DSR Framework for POS) categorises the function of public open space into three broad categories as recreational space, sporting space, and nature spaces. These are provided at Table 5 below and are specifically relevant to all POS functions within the Shire.

Table 5: Functionality of POS within the Shire of Dandaragan

Function	Purpose	Description
Recreation spaces	Recreation spaces provide a setting for informal play and physical activity, relaxation and social interaction.	Recreation spaces enhance physical and mental health through activity that provides relaxation, amusement or stimulation. Recreation spaces can be accessed by all to play, socialise, exercise, celebrate or participate in other activities that provide personal satisfaction or intrinsic reward.
Sport spaces	Sport spaces provide a setting for formal structured sporting activities.	Sport spaces provide a venue for formal structured sporting activities such as team competitions, physical skill development and training. Sport spaces are designed to accommodate playing surface, buffer zones and infrastructure requirements of specific or general sporting activity. Players and spectators attend with the express purpose of engaging in organised sporting activity, training or competition or watching the game. Most sport spaces can also be accessed by community members for informal sport and recreation.
Nature spaces	Nature spaces provide a setting where people can enjoy nearby nature and protect local biodiversity and natural area values.	Nature spaces provide opportunity for low-impact recreational activities, such as walking, cycling, picnicking, playing, watching or exploring natural features. Nature spaces may include bushland, coastal areas, wetlands and riparian habitats, and geological and natural features. Sites are managed to enable recreational access while protecting local ecological and biodiversity values.

4.4 Industry Benchmarks and Standards

Need can be expressed in a number of different ways. These include:

- Normative need which is defined by expert opinion regarding appropriate standards of provision. For this component the focus is on projecting sporting need against existing strategic planning and population growth indicators (i.e. percentage of the projected growth who are likely to use a facility).
- Comparative need which incorporates guidelines produced by State Sporting Associations and Parks and Leisure Australia WA (PLAWA) together with provision in similar sized regional local governments.
- Expressed need which relates to the current and potential future use by the community of facilities.
- Felt need which is generally a subjective opinion that may be provided through the consultation process. These needs can be anecdotal in nature but should be tested against other indicators.

This section provides additional assessment components which incorporate the normative and comparative need. The expressed and felt need is identified in subsequent sections. This will be

assimilated in the recommendations to provide an indication of the level of provision (need) and potential investment which should be considered by the Shire over the next ten years. The demand modelling is based on two assessment processes:

- PLA WA Guidelines for Community Infrastructure 2020 (CFG) which are used as benchmarks against which the need for community sport and recreation infrastructure may be determined.
- Playing Pitch Assessment Modelling which considers current known participation data for the top activities undertaken by both junior and seniors.

This is then assessed against the current level of infrastructure, the expressed views of the community and a functionality audit of current facilities. Additional information supplied in the previous strategic planning work undertaken by both the Shire and partner organisations is used to clarify need and demand and to provide a clear rationale for future investment.

Demand Modelling: PLA WA Guidelines for Community infrastructure 2020:

Table 6 below highlights a variety of community facilities (based on PLA WA CFG guidelines and definitions) across the Shire. It should be stressed that these guidelines / benchmarks relate to specific types of infrastructure typically generated by a population trigger point. They do not consider regional challenges such as distance to facilities and capacity related to those facilities to accommodate a variety of different uses. The CFG therefore provides a comparative indication of the likely requirements for differing levels of sporting and recreational facility provision. This in turn should be balanced against the need to service particular communities and opportunity for existing infrastructure to provide for a combination of those uses identified.

Demand modelling and analysis is merely a component part of the assessment process. The relative provision of such infrastructure is reliant on a number of factors including quality, functionality, accessibility and demand associated with the Shire's particular demographic nuances. The numbers provided under each year highlight the extent of infrastructure which would typically be required to service the Shire's population (where there is insufficient population to fulfil the trigger point, the lowest level of provision is indicated). The commentary column provides the potential rationale for potential investment or alternative provision.

Table 6: Projected Sporting and Recreational Facility Requirements Based on WA Guidelines for Community Infrastructure 2020 (CFG) (Source: Parks and Leisure WA)

Descriptor and Benchmark	Population Ratio's	Indicative requirement/comment		Commentary
		2021 3,315	2031 3,695	
Sports Space (to potentially incorporate sports identified below)	1:4,000 5,000	1	1	Within the Shire there are four sports spaces servicing the Town Sites of Cervantes, Jurien Bay, Badgingarra and Dandaragan. In accordance with this guideline, there would be an over-provision of 4 sports spaces
AFL ovals	1:6,000 to 1:8,000 for senior size ovals	1	1	Current senior oval infrastructure exists in Cervantes, Jurien Bay, Badgingarra and Dandaragan. This indicates an excess of three AFL ovals. This space is shared with cricket use with a low number of games annually.
Rugby Union/League	Area/location specific	Local Need	Local Need	Rugby League and Union are generally low participation sports and are unlikely to generate a need within the Shire.
Soccer pitches	1:4,800 to 6,600 depending on demographics	1	1	It is unlikely that there will be future demand for senior competition, but small sided games (junior provision) can be provided within the sports spaces without impacting on alternative senior sporting use.
Cricket ovals	1:8,000 – 10,000	0-1	0-1	Centre match wickets are installed at Badgingarra and Dandaragan and a practice wicket only at Jurien Bay. This indicates an excess of two cricket ovals. The provision is shared with AFL use with a low number of annual games.
Hockey pitches (Grass and synthetic – water, sand based and alternatives)	Grass provision to be area/location specific	Local Need	Local Need	This is currently provided for within Dandaragan (dedicated area) and Jurien Bay, Cervantes and Badgingarra (shared oval space). Additional dedicated future hockey pitches identified by the coastal hockey clubs will need to be determined on local need in Cervantes and Jurien Bay. There is a significant and unfunded expense associated with the development and management of turf and an appropriate area is not available at the Cervantes recreation precinct without major earthworks and land tenure resolution.
Netball Courts	1:5,000 – 8,000 (outdoor)	1	1	The provision of netball (and basketball) courts (3 outdoor) is in excess of the indicative requirement with 1 indoor court at Cervantes, 1 indoor and 2 outdoor

Descriptor and Benchmark	Population Ratio's	Indicative requirement/comment		Commentary
		2021 3,315	2031 3,695	
Basketball Courts (indoor and outdoor)	1:3,000 – 4,000 (outdoor)	1	1	courts at Jurien Bay, and 1 indoor and 1 outdoor at Dandaragan. This is in addition to the Jurien Bay school provision. The quality and dimensions of indoor court space in Dandaragan and Cervantes is a constraint on playability and spectator viewing.
Tennis (multi surface courts and grass)	1:15,000 (District)	1 x 4 court facility	1 x 4 court facility	The provision of tennis infrastructure within the Shire exceeds current demand with courts at Cervantes, Jurien Bay, Badgingarra and Dandaragan. It is however a concern that much of the space is unused for large periods of time due to limited player numbers. Court infrastructure should ideally be multi-marked with basketball and netball in order that shared use can be managed effectively on a multi-functional service area
Lawn Bowls	1:35,000 to 50,000 (District)	1	1	The provision of lawn bowls exceeds the indicative demand with provision at Cervantes (1 x synthetic green), Jurien Bay (2 x synthetic greens), Badgingarra (1 x synthetic green) and Dandaragan (1 x synthetic green). Such infrastructure is generally aligned to an older demographic and the social / function capability of a club. Participation in bowls and membership levels of clubs are gradually diminishing throughout the state and the ability to sustain the extent of infrastructure within the shire is likely to be constrained by limited funding. Bowling green / clubhouse provision should be part of a multi-functional facility where function space is shared and not a stand-alone entity. Shared uses should be a long term aspiration of the Shire for aligning all stand-alone sporting facilities.
Neighbourhood Community Centre	1:7,500	1	1	The facilities provided within Cervantes, Jurien Bay, Badgingarra and Dandaragan all accommodate infrastructure which service both neighbourhood and district level requirements. The provision is in excess of the benchmark requirements to meet the needs of the immediate town site population and adjacent rural areas.
District Community Centre	1:15,000-25,000	0-1	0-1	

Descriptor and Benchmark	Population Ratio's	Indicative requirement/comment		Commentary
		2021 3,315	2031 3,695	
Youth Centre/Youth Space	1:20,000-30,000 (District)	0-1	0-1	The provision of youth space should be aligned to existing infrastructure. The Shire has developed a significant piece of youth infrastructure with the skate park on the Jurien Bay foreshore and there are other informal entry level tracks in each of the towns. Further youth infrastructure / youth programming is unlikely to be justified other than through existing facilities.
Skate Park	1:10,000 – 25,000 (District) 1:5,000-10,000 (Neighbourhood)	1 (N or D)	1 (N or D)	The provision of the skate facilities at Jurien Bay fulfils a district level requirement. This also acts as a visitor attractor to the town centre and foreshore. Cervantes and Badgingarra are local level skate parks and there is a pump track in Dandaragan. Further development of similar infrastructure in other town ships could not be justified. However, networks of pathways throughout each town will link existing facilities for youth uses.
Amphitheatres	Integrated within a District Park	Local Need	Local Need	Generally an event space with tiered limestone seating and / or within a landscaped bowl. A drainage area within the civic precinct of Jurien Bay has been modified into a constructed amphitheatre for community events such as outdoor movie nights. There are a range of facilities throughout the Shire which can be utilised for outdoor events including Wolba Wolba (Aggies Cottage); ovals with tiered banking and foreshore developments. There is no specific need identified to extend event space further.
Outdoor Meeting Place	Integrated within a District Centre	Local Need	Local Need	These are generally located at key nodes (i.e. beach access, play, BBQ, park areas) and are planned as part of the two foreshore master plans and well provided for within the Shire.
Trails (walking, cycling, and bridlepaths)	No established Australian standard	Local Need	Local Need	The shire has a well-developed long term vision for coastal trails which is targeted at increasing the extent of dual use path provision. Additional trail development within and around Badgingarra and Dandaragan is an opportunity to explore with external funding and input from local community groups. Pathway / trail systems will expand the accessibility of recreation and sport facilities, particularly for youth.

Descriptor and Benchmark	Population Ratio's	Indicative requirement/comment		Commentary
		2021 3,315	2031 3,695	
Local Government Aquatic Facilities indoor/Outdoor (various configurations)	1:30,000 (25m and leisure pool) – Neighbourhood	0-1	0-1	The provision of aquatic space (an outdoor seasonal pool) is the most cost effective mechanism of providing for lap and learn to swim opportunities for a small population. While provision exists within small population centres in regional WA the cost of managing and effectively maintaining the infrastructure is generally cost prohibitive, due to the low ratepayer base.
Indoor Sport and Recreation Centre (dry)	30,000 – 50,000 (District)	0-1	0-1	Current indoor sport and recreation provision exists at each town site with limited indoor court space (below recognised standards for netball and basketball). For social level play existing provision is reasonable.
Aerobics/Fitness/ Gym (Local Government)	To be developed as an integral part of a district or regional leisure facility.	Local Need	Local Need	Ideally such provision should be accommodated within the existing built infrastructure and managed through an electronic key card arrangement if a need can be proven.
Men's Shed / Women's Shed	No defined standard (size of between 200m ² and 1,000m ²)	Local Need	Local Need	The recently constructed standalone Jurien Bay facility adjacent to the sports grounds has 500m ² floor space, separate woodwork and metal work areas, meeting and storage room. The lease arrangement in place demonstrates that a group can have exclusivity over a facility providing they meet the lifecycle asset management costs without further financial input from the Shire. Current provision within Cervantes is meeting the locally identified need. However a site with long term security of tenure needs to be resolved and fit-for-purpose facility developed in accordance with community input. This can be re-enforced through the proposed master planning process (see recommendations at the end of the document).

The PLA WA CFG benchmarking is provided against a Shire wide perspective. It is based on industry standard urban population triggers and having regard to both the latest AusPlay data (in the case of sporting participation) produced for WA (July 2019 to June 2020) and PLA WA CFG. They are indicative assessment tools which need to be considered in light of other aspects and not be a determinant of provision in isolation of information about each unique community, particularly in regional WA. They are nevertheless useful as benchmarks against which provision can be assessed alongside other metrics including the demographic changes, expressed community requirements through the consultation process, industry trends and gap analysis.

Demand Modelling: Playing Pitch Assessment:

A playing pitch assessment model based on AusPlay participation data for WA was used to identify the oval and rectangular pitch demand likely to occur based on current growth projections. The methodology is based on each sport having a set number of hours an oval / rectangular / court space can be played on (the capacity). Oval space generally has a weekly capacity of 26 hours (AFL and cricket) while rectangular pitch provision has a capacity of approximately 16 hours (soccer, hockey and two rugby codes). The indoor and outdoor court space would have a minimum 40 hour capacity.

Each sport is then allocated a typical number of players to fulfil a team (including substitutes / additional squad players) and an assessment is made on the hours of use each team would generate (including home and away obligations and training requirements).

Each space is then allocated a number of teams based on expressed need and capacity. The end product provides an approximate number of pitches / courts desired to fulfil that sports requirement based on a typical winter usage and typical summer usage. The output of the assessment process highlights the following demand for those high level activities for both juniors and seniors within the Shire. It should be noted that these figures relate to total provision and not provision per population Town.

Table 7: Facility Demand by Sport - Children 0-14 and Adults 15+ (Source: AusPlay: Highest Participatory Team Sport Activities – Within the Top 10 Children’s Participation and Top 15 Adults Participation Categories)

Top 10 Children’s Participation by Sport - Children 0-14 (AusPlay)	Rectangular/Oval Pitch and Court Demand -			
	2021 (Junior)	2021 (Senior)	2031 (Junior)	2031 (Senior)
Soccer	1	1	1	1
AFL	1	1	1	1
Basketball	1	1	1	1
Cricket	1	1	1	1
Netball	1	1	1	1
Tennis	1	1	1	1
Hockey	-	1	-	1

As can be seen from this assessment the general level of provision is dictated by the population dynamics and does not reflect the capability of the volunteer network to facilitate club and competitive activities, particularly in smaller rural communities. It is therefore merely to be used as an indicator of potential sporting facility provision. Participation across all team-based sports varies from approximately 2% (between 66 to 74 residents across junior and senior levels) to 5% (between 165 to 185 residents across junior and senior levels) of the population. These levels of participation are unlikely to generate the need for one of each type of facility in each town given the home and away nature of grass-based sports and the capacity of hard / synthetic courts which even without floodlighting have significant available capacity to accommodate potential users.

The most significant consideration in all sport and recreation infrastructure developments is the ability for shire residents to access infrastructure that is flexible and adaptable for a wide range of uses as diverse sport and recreation opportunities, rather than purely a level of provision based on population trigger points.

4.5 Comparable Local Government Benchmarking

The level of sport and recreation provision within the Shire is comparable to similar regional local government areas of a similar population with relatively small but active population centres. The key

consideration in the local governments is the need to service the resident community with a level of infrastructure which acts as a focal point for socialising and connecting. The sporting component can often be incidental but nevertheless important for both physical and mental health and wellbeing.

The table below reflects on a selection of case studies relating to facility development within regional WA. It focusses on the level of facility provision and management of facilities in discrete population centres. These are reflective of a broad range of local governments throughout regional WA with both the governance and asset management issues being considered as part of their ongoing evolution.

Table 8: Selected Regional Local Government and Approach to Sport and Recreation Infrastructure Development in their Townsites

Local Government	Towns and Facilities
<p>Shire of Cranbrook Population: 1,077</p>	<p>The Shire population is forecast to remain stable. The Shire's community facilities are available free of charge to local community groups located in or in support of the Shire of Cranbrook. There are three population localities with sporting infrastructure:</p> <ul style="list-style-type: none"> • Townsite of Cranbrook with a population of 293 and providing a central sporting oval with cricket wicket, tennis courts, netball court and bowling green. An adjacent community building provides for darts as well as a social meeting place. • Frankland River with a population of 367, 47 km from Cranbrook. The provision of Frankland River Country Club within a precinct which provides a sporting oval with cricket wicket, tennis courts, playground and bowling green with clubhouse building, storage and shade structures. The financial viability of the country club has been raised as a significant concern due to limited capability to generate funds. It also relies on income generated through tourism. • Tenterden with a population of 224, 7km south of Cranbrook which provides five tennis courts within a small bushland area. It is managed and maintained by the local community and is open to public use at any time. <p>Beyond the Cranbrook Townsite is the Cranbrook District Motocross facility which is managed and operated independently by volunteers. The Shire take an active facilitation role in supporting the development of infrastructure but due to limited capacity rely on volunteers managing and delivering the sporting opportunities.</p>
<p>The Shire of Broomehill Tambellup Population: 1,144</p>	<p>The Shire of Broomehill Tambellup has a stable population which is unlikely to grow. It consists of two town sites each with their own population centre and sporting precincts offering a similar level of provision:</p> <ul style="list-style-type: none"> • Broomehill consisting of a population of 251 incorporating a recreational complex which includes a grassed, reticulated oval which currently provides for cricket and hockey, a synthetic bowling green, tennis courts and an 18 hole golf course with sand greens. There is also a central pavilion with capability to provide for functions and other social activities. It is operated by the Broomehill Recreational Complex Committee. • Tambellup consisting of a population of 375 and facilities around a sports ground including tennis courts and a grassed reticulated oval catering for hockey, cricket and football. They were the recipient of state and federal government funding to construct a new sports pavilion and 8-rink bowling green, and new cricket nets in 2015. The Tambellup Golf Club is located outside of the main townsite consisting of 18 holes with

Local Government	Towns and Facilities
	<p>sand greens. It is operated by the Tambellup Community Pavilion Association.</p> <p>The Shire has taken an active role in facilitating the grant submissions but recognises they do not have the personnel with the resources capable of managing the facilities on a day-to-day basis. As a result, they are managed through community associations / committees. The Shire take on the major maintenance and improvements due to the lack of financial capability of the management bodies.</p>
<p>Shire of Manjimup Population: 9,250</p>	<p>The Shire, similar to the Shire of Dandaragan has significant population bases around four townsites, each of which has a range of community sport and recreation facilities. The main focus is on the administrative centre of Manjimup (which is likely to experience a population growth) but each of the population centres have their own unique characteristics and recreational needs. They include:</p> <ul style="list-style-type: none"> • Manjimup: Population of 4,349 with a range of sporting facilities including bowling club and golf course on the fringe of the main centre, oval spaces (x3 – Rea Park which has a football and two cricket ovals and one at the central recreation ground), Manjimup Indoor Stadium, rectangular pitches and associated clubhouse facilities. There is also extensive provision on the high school and primary school sites where tennis has been located. • Pemberton: Population of 974 with facilities including a country club located of the main high street and sporting infrastructure including a bowling green, football/cricket oval, soccer pitch, skate park and gym / group fitness. The building also includes indoor basketball courts, community centre and youth facility. It is managed independently and initially funded through the sale of crops, the funding for which has ceased. • Northcliffe: Population of 300 with facilities lying to the north outside of the main settlement. These include central oval used for soccer, cricket and football with tennis courts, gym, bowling green and community centre / pavilion. This also includes shade shelters, public toilets and maintenance buildings. • Walpole: Population of 439. It includes an indoor recreation centre principally used by seniors, netball, badminton, basketball, gymnastics, martial arts and primary school for after school hours care. The gym was the major income generator, but the part time Centre Manager position was removed due to insufficient funds being available. In addition, there is an oval space, cricket nets, skate park and four outdoor courts. <p>All the above facilities and their management have been the subject of studies seeking to address issues relating to financial viability, lack of volunteers, declining participation and lack of available funds to maintain facilities. The outputs indicate the centres and clubs may need to review their operational and management structures and investigate low cost, low resource models that are more suited to small communities.</p> <p>Motorsports are catered for on the fringe of Manjimup (speedway and motocross) with a variety of equine centres located throughout the Shire. In addition, there are golf courses located to the north of Pemberton (with sand greens) and east of Walpole (with the bowls club attached and synthetic greens and synthetic bowls turf). The facilities in the population centres are all managed by volunteers under management committees / incorporated associations.</p>

Local Government	Towns and Facilities
	<p>The Shire also manage an aquatic centre (25m) which was initially an outdoor pool which is heavily subsidised and functions as a regional centre for the Lower Southwest. The Shire have made a concerted effort to co-locate infrastructure and prioritise development and investment in accordance with that principle. This is due to the extensive level of infrastructure and limited financial capability to invest in the wide range of assets. This however has met with some resistance due to an inability by some clubs to accept the need for change.</p>
<p>Shire of West Kimberley Population: 7,730</p>	<p>The Shire consists of two significant population bases in the following townsites:</p> <ul style="list-style-type: none"> • Derby with a population of 3,511 and including a Town Oval which caters for football and cricket (including cricket practice nets) and a range of community celebrations. Change rooms, public toilets, lighting and a kiosk is provided. The recreation centre which is located separately within the townsite and south of the oval provides squash courts, community room, storage cages, kitchen and office space. There are four outdoor courts (tennis and 3 netball overlays) and two undercover courts hired through the Shire. There is a bowling green adjacent with clubhouse and 9 hole golf course with greens. The golf course is managed through a combined arrangement with the Derby Sportsmen's Club. Derby Memorial Swimming Pool is managed in the dry season by the Shire. • Fitzroy Crossing with a population of 1,297 includes a recreation centre which provides a multipurpose indoor area suitable for social functions, public meetings, sideshows and recreation activities. It is used for basketball and netball and an adjacent oval for football and a variety of community uses. The facility includes two covered courts and change room facilities hired through the Shire (either on-line or via the Fitzroy Crossing Visitor Centre which is also managed by the Shire). <p>The decision to manage the facility infrastructure internally is largely determined by the capability in the community and the need to manage assets effectively and efficiently.</p>

4.6 Implication for Future Sport and Recreation Planning

The following summarises the key considerations relevant to the Shire of Dandaragan Sport and Recreation Report:

- The sport and recreation infrastructure provided in all townsites is not just important in providing competitive sporting activity and improving physical health but is also critical from a social connectivity and promoting positive mental health and wellbeing perspective.
- For the longer-term, sporting clubs are experiencing a gradual decline in participation and will experience an ongoing decline with a gradually ageing community. They are nevertheless invaluable in the development of children and have a significant role to play in addressing those members of the community who are disadvantaged and/or disaffected youths who require direction and support. In the short term, some sport and recreation clubs have seen a surge in member numbers, but not however, an increase in volunteer support, which needs to be managed.
- The importance of non-structured and social sport and recreation opportunities is emphasised as a growing area which needs to be accommodated. This includes personal fitness, access to connected footpath infrastructure and shared pathway infrastructure.

- The impact of an ever growing and ageing asset base is a key concern which the Shire will need to manage within extremely limited budgets. As the rate base is unlikely to grow significantly this needs to be controlled carefully. The opportunity to attract external funding will offset this requirement but cannot be relied upon, other than for development of consolidated / co-located / new infrastructure where the demand has been evidenced.
- The Shire will need to consider the use of improved information technology and customer relationship management options in both improving accessibility to infrastructure but also to gain data on usage against key strategic community plan outcomes. The collection and analysis of data will assist in developing the case for future investment and grant funding opportunities. This will also assist in the monitoring and evaluation of use.
- The Shire will need to ensure clubs are self-sufficient and facilities are managed appropriately in compliance with regulatory and policy requirements. Users of facilities managed by the Shire will need to work collaboratively with the Shire to ensure optimum shared use.
- The declining volunteer base will need to be addressed through ongoing support and facilitation by the Shire. It is however not practical for the Shire to supplant the volunteer resources which are essential to manage and coordinate services within each townsite.
- A process needs to be put in place to advance the development of co-located facilities and communicate the benefits for all user groups. In some circumstances this may require a long-term development process to be instigated. This will also need to be developed through a long-term master planning process for each sporting precinct to ensure short term investment does not compromise longer term development objectives.
- Wherever possible the Shire should identify its specific commitment to the funding of facilities which should be aligned to reducing cost burden and improving efficiencies in the provision of the facilities and services. This includes the facilitation and coordination of grant funding opportunities. This will enable the volunteers to focus on the key day to day functions, improved governance, and ongoing viability.
- The Shire should not be supporting any single use infrastructure which does not provide equality of access and a minimum number of gender diverse change facilities. A clear policy direction should be communicated to clubs / user groups to ensure Shire facilities are open and equitable.
- The increasing issue in respect of water management should be addressed through the reduction in water use and maintenance of areas which are under-utilised.
- The Shire should continue to replace internal facility lighting with LED components in a phased asset replacement program.
- The Shire should continue to support clubs and organisations in securing external funding for a phased asset replacement of lighting to LED for sports floodlighting
- Lessons learnt from similar regional local governments are borne out in the Shire with a legacy of extensive built infrastructure which provide valuable resources and services which are essential to ensure a community is supported and functions effectively. This however has resulted in ad hoc development and an excessive cost impost on the Shire which now needs to be addressed. This includes:
 - Maintaining control over the assets to minimise risk.
 - Having a role to play in facilitating good planning and governance practices.
 - Working towards rationalisation, consolidation and co-location of sport and recreation infrastructure wherever possible.
 - Reducing ongoing operating subsidies.
 - Providing guidance to volunteers in reviewing and updating ageing and inefficient management practices.

4.7 Standards of Provision

Based on the above analysis, a standard level of provision can be determined to service the immediate catchments of the key, but not all town sites. Accessibility is critical and the ability for residents to travel to gain access to a level of infrastructure is an important consideration. Where access is severely constrained and a population base is small, the extent of sport and recreation provision should be commensurate. Compact multi-use and function facilities that service a number of uses, such as a small community building, outdoor hard court area and grass kick-about / park area are likely to be sufficient. It is recognised however that based on the historic development of infrastructure across the Shire, co-location and multi-use infrastructure is limited. It would not be reasonable nor realistic to replace all of this infrastructure immediately. The replacement of single purpose infrastructure and alignment with multi-functional / co-location of use should therefore only be considered when the buildings reach the end of their useful life and where planning is undertaken in consultation with the relevant community and sporting groups. Furthermore, the replacement of such infrastructure should be guided by a long term master plan for all of the key sport and recreation precincts which will involve extensive broader community consultation in that process.

Based on local need the following facilities are deemed as being essential for four population centres of Badgingarra, Cervantes, Dandaragan and Jurien Bay. They enable communities to attract and retain residents and to facilitate social connectivity and community cohesion across a Shire wide area:

- One centralised community hub for sporting activity, social gatherings, meetings, events and festivals / community activities. Ideally this should be within one centralised building which provides a community centre, sporting pavilion, social / function space and public toilets / shared meeting and socialising areas. The facilities should have the capability to provide for both sport and general recreational use to provide for the resident community of all ages. The minimum level of service provided by the Shire for each of these hubs is provided in the infographic overleaf.
- In Cervantes and Jurien Bay the provision of camping facilities (kitchen, toilet, ablutions, storage, potable water and barbeques) are important income streams for each of the committees. These are to be supported in each town subject to the viability being validated by income and camper management costs (the committee's responsibility) against infrastructure provision and maintenance costs (the Shire's responsibility). Supporting infrastructure should, wherever possible be incorporated within the centralised community hub to ensure the optimum return on investment. This is to be determined by community demand.
- The centralised community hub may also ideally incorporate services that utilise the same or similar facilities. These are for Shire services such as the library.
- Connectivity from other key activity areas via dual use / shared paths which provide good accessibility.
- Golf club developments are based on local circumstances / local need and should remain within community control and responsibility to manage and maintain. The role of the Shire in such circumstances is merely to support club funding opportunities that ensure the infrastructure is fit for purpose, but not to manage a critical community resource.

LEVEL OF SERVICE

Minimum Level of Service provided by the Shire to the four population centres

GENDER DIVERSITY

4 sets of gender diverse changing rooms with toilets and showers.



C D J



INDOOR SPACE

Indoor space with meeting rooms, kitchen, and function capability.

B C D J



EXTERNAL COVERED VIEWING AREAS*

B C D J



UMPIRE ROOM

C D J



BASKETBALL **J**

Indoor full-size basketball with multiple court markings.



INTERNAL STORAGE

B C D J

YOUTH**

Play area / skate facilities for the youth / young children, drinking fountain and seating.



B C D J

OUTDOOR MULTI-FUNCTIONAL COURT SPACE

x2 for the provision of tennis, netball and basketball (floodlit to evening training use).



B C D J



SPORTS OVAL + PITCH

One senior oval space which can accommodate the seasonal sports of Australian Rules Football as a minimum but with the capability to accommodate rectangular sports (2 rectangular senior pitches).

B C D J

FACILITIES

Facilities to be subject to community or external grant funding with an appropriate business case (i.e. not part of the minimum level of service provided by the Shire):



EXTERNAL STORAGE



OVAL TRAINING FLOODLIGHTS



SYNTHETIC BOWLS GREEN

B BADGINGARRA

D DANDARAGAN

C CERVANTES

J JURIE BAY

* Badgingarra viewing area is facing bowling green and oval

** The 'District' skate facility is in Jurien Bay. Other towns have 'Local' level skate facilities



The appropriate level of provision based on the four individual regional town sites is referenced in table 10 below and as outlined above, will be dependent on the anticipated lifecycle of a particular facility / building and the output of extensive community consultation. The standards of sport and recreation facility provision for each of the four town centre catchments is scaled against the size of the resident population:

Table 9: Proposed Standards of provision for each central sport and recreation area

Town Site	Projected Requirement and Rationale	Standard of Provision: Implications
Cervantes	Access to the minimum level of infrastructure identified above should be maintained. This will require a review of current infrastructure with the Country Club, detached AFL clubhouse and Community Recreation Centre being developed as one central co-located building, courts and grounds precinct over the long term redevelopment of the site.	<ul style="list-style-type: none"> • Central community / recreation centre providing one consolidated multi-functional building servicing all sporting and recreation activities. • Co-location of Country Club activities with the community recreation centre or review of current Country Club building to facilitate the co-location objective by introducing other community groups and recreation pursuits. • Upgrade of outdoor hard court area to provide two multi-use games areas. • Training floodlights for the outdoor hard court multi-use games area recreational use. Oval training floodlights will need to be driven by the Football Club as the primary user. • Retention and renewal of playground infrastructure and skate park for local children / youth / family use.
Dandaragan	As an inland population centre servicing the rural community, the current level of provision may require review to ensure long term viability should volunteer contribution diminish over time. Longer term, this could necessitate the re-alignment of the indoor community centre space and recreation club to provide one building. The outdoor court space could be reduced to two multi-functional facilities and adjacent camp site ablutions aligned to the larger community centre.	<ul style="list-style-type: none"> • Central community / recreation centre providing one consolidated multi-functional building servicing all sporting and recreation activities. • At the end of their useful life and with the support of the community there may exist an opportunity to collocate the bowling / function capability of the existing DCRC with the Dandaragan Community Centre (DCC). • Provision of two multi-use courts in the existing hard court area. • Retention and renewal of playground infrastructure and pump track for local children / family use.
Badgingarra	As a small rural based population centre, the current level of provision is extensive and continues to be funded through a strong volunteer base within the community. The Shire, in consultation with the community, will review the management of the asset and	<ul style="list-style-type: none"> • Central community / recreation centre providing one consolidated multi-functional building servicing all sporting, community group and recreation activities. • Any future redevelopment plans to address major building renewal should meet the needs of the population size and focus on delivering contemporary multi-purpose

Town Site	Projected Requirement and Rationale	Standard of Provision: Implications
	its potential replacement as it reaches the end of its useful life. This will focus on increasing functionality and reducing ongoing asset management costs.	<p>facilities and indoor spaces in accordance with the minimum levels of service.</p> <ul style="list-style-type: none"> This approach would be undertaken in consultation with the local community to ensure the scale and components of built infrastructure continues to meet the community's needs.
Jurien Bay	<p>As the primary population base, access to the minimum level of infrastructure identified above should be maintained. This will require a master plan for current infrastructure.</p> <p>The community sport and recreation facilities would ultimately focus the sports grounds, courts, buildings and multi-use spaces into a single multi-purpose hub.</p>	<ul style="list-style-type: none"> Central community / recreation centre providing one consolidated multi-functional building servicing all sporting activities. This will include master planning of the current sporting precinct into one consolidated community centre with the potential re-alignment of bowling infrastructure, tennis courts (shared surface with netball) and gender diverse changing rooms for both indoor and outdoor sports Camping infrastructure continues to be serviced by the Community Sport and Recreation Centre. Training floodlights for the hard court multi-use games area floodlighting to recreational level. The recent skate park infrastructure located at the foreshore is a dedicated destination facility which is likely to be equally of benefit to the local youth / children and promoting the area from an economic perspective as a focal point for visitors.

This is merely one aspect of the standards of provision related to each of the town sites community centres and associated sport and recreation infrastructure. Additional standards of provision should incorporate embellishments on POS and other areas frequented by the resident Shire population and visitors. It is recommended that the Shire should consider incorporation of a suite of supporting infrastructure for POS at a strategic level identified in Table 10 below.

Table 10: Indicative POS embellishments

Function	Embellishments to be considered
Public Open Space (Foreshore)	natural shade; nature space; bench seats; rubbish bins; irrigated turf area; play space; conservation space; internal and recreational path network; water fountain; car parking; BBQ, public toilets; youth space; security/path lighting.
Public Open Space (sport space)	natural shade; nature space; bench seats; rubbish bins; irrigated turf area; play space; conservation space, internal and connecting recreational path network; sports goals; sports lighting; car parking; sports training nets/safety fencing; BBQ, pavilion/toilets; water fountain; fitness equipment; security lighting and youth space.

For future site master planning there are nine specific guiding principles which are recommended. These include:

- Efficient and effective use of land through multi-purpose facilities.
- Efficient and effective service delivery
- Facilities comply with contemporary Australian standards.
- Facilities and services are available to all.
- Ensuring future investment is sustainable and assets can be managed appropriately.
- Encouraging positive partnerships and alliances between community groups, the Shire and external funding agencies / service providers.
- Supporting our volunteers
- Investing in opportunities for youth
- Enhancing opportunities for older adults

4.8 Prioritisation Matrix for Infrastructure Provision

The prioritisation of funds to support sport and recreation organisations needs to be undertaken in accordance with a clear and unambiguous assessment process. This should relate to the desired outcomes and recommendations contained within the Shire’s Sport and Recreation Plan as the main priority. Only in exceptional circumstances should a project be considered outside of strategic planning arrangements, such as where there have been significant changes in circumstances and / or there are critical compliance or health and safety obligations to be addressed.

The assessment criteria provided in Table 11 below should be considered as a starting point for Council in determining the level of support which should be provided in developing future investment proposals. The matrix is determined utilising the following scoring mechanisms:

Score of 1 = Does not meet or unlikely to meet this criterion (in the case of Numbers 1, this is an essential requirement to progress to assessment criteria 2 to 8).

Score 2 = Likely to meet this criterion but requires either additional work and / or is unlikely to fully comply.

Score 3 = Fully meets this criterion.

Consideration should be given to whether the Shire wish to incorporate a weighting factor in areas which are deemed more important than others. Line 1 of the assessment process incorporates a gateway which must be met.

Table 11: Suggested Prioritisation Ranking Template

Facility Investment Ranking for Prioritisation - Weighted Criteria							
No.	Criteria	Weighting Factor	Project 1	Project 2	Project 3	Project 4	Project 5
	PROJECT PRIORITISATION	(Max 3)	Score	Score	Score	Score	Score
✓	In accordance with the goals and objectives within the Sport and Recreation Plan						

2	A well-developed business case						
3	Complies with Shire policy						
4	Strong governance structure						
5	Good financial management and decision-making processes						
6	Demonstrates Need						
7	Promotes share use and co-location of clubs and infrastructure						
8	Facilitates community cohesiveness						
	Weighted score out of 10						

5. Current Facilities, Fitness for Purpose and Use

This section identifies the current facilities across the Shire of Dandaragan townsites. These facilities were audited visually from a functional perspective and their current usage analysed. The main considerations are provided below.

5.1 Cervantes

Table 12 identifies the current facilities at Cervantes and user groups:

Table 12: Current Cervantes facilities and user groups

Users	Facility
Cervantes Bowling Club, Cervantes Chamber of Commerce, Cervantes Cultural Committee, Cervantes Tennis Club, Cervantes Football Club inc. incorporating weekend netball and hockey, and Cervantes Ratepayers and Progress Association	Cervantes Country Club
Cervantes Golf Club	Cervantes Golf Club and Cervantes Country Club
Cervantes Women's Forum	Cervantes Country Club
Cervantes Playgroup, Country Women's Association Cervantes, Cervantes Football Club inc. incorporating weekend netball and hockey, Cervantes Netball Team (TCNA), and Cervantes Arts and Cultural Committee	Cervantes Community Recreation Centre
Cervantes Horse Club	Horse club facilities
Cervantes Historical Society	Leased facility
Cervantes Community Men's Shed	Men's Shed
Cervantes Fin Fishers	Fin Fishers facility

Table 13 contains the output of the visual audit of the facilities which revealed the following as key considerations for Cervantes:

Table 13: Functionality Assessment of Cervantes Sport and Recreation Infrastructure

Facility	Functionality	Implications and Facility Requirements
<p>Cervantes Community Recreation Centre (CCRC):</p>	<p>The CCRC facility while dated has received significant investment to upgrade. Functionality factors related to the building and broader site development include:</p> <ul style="list-style-type: none"> • Recent upgrades to the facility which has enhanced public toilets and changing facilities to service the campers and spectator use of the oval. These are well appointed and maintained. The toilets and showers have excellent signage and are fully accessible. • The new open access function space with concrete floor and adjacent kitchen area is available for use is light, functional and attractive with a high ceiling. • The kitchen area similarly has a high ceiling and is well equipped with food preparation and cooler units / fridges, dishwasher unit, oven stove and extraction units. All are relatively new and well maintained. • The single court hall with wooden floor is in good order and provides a well-lit flexible space for a variety of community activities. It is showing signs of significant wear and tear mainly related to its age and construction. Significant water ingress damage is noted at the high level window openings. • Storage is well laid out and caged with good ingress and egress. • Changing facilities have been updated and are functional and clean with good quality, modern fixtures and fittings. • To the rear of the centre is an old garage / storage unit which is damaged and rusting together with the remnants of the previous outdoor sink units which were replaced by the new camping extension. • The main entry to the CCRC is understated and leads directly to the library. It would benefit from a re-alignment. 	<p>In spite of recent investment there are a number of deficiencies with the building which need to be resolved including:</p> <ul style="list-style-type: none"> • Roof leaks were evident and need to be resolved. • Improved air circulation in the CCRC could improve functionality. • The functionality of the large kitchen servicing the CCRC will require the gradual replacement of assets due to age of infrastructure. • The western foyer of the CCRC does not provide an attractive and functional building entry / reception. • Upgrading the CCRC's entry will improve disability access and library services which are currently provided two days/ week by the Shire in a small, isolated pocket within the building. • The hall's unused mezzanine could be decommissioned or repurposed with modifications (potentially for a gym).

Facility	Functionality	Implications and Facility Requirements
	<ul style="list-style-type: none"> • Adjacent to the car park and recently upgraded dual use path is a shark themed playground which is well maintained and provides an attractive accessible resource for the community and visitors. • Within close proximity to the CCRC are four tennis courts showing significant damage to the top-surface and surrounding fencing. • The football shed is detached and serviced by a dirt track. It is a basic structure with a concrete floor having basic bar and servery functions. It is non-compliant and work require significant work to bring up to compliance. The extended shaded viewing area to its front provides a small flat viewing area to the oval. • Adjacent to the football shed is a small concrete pad which has recently been constructed. It is for the extension to the football shed. A building licence which addresses current non-compliances, and the new infrastructure will be required to facilitate any expansions to the football shed. • The oval is well maintained with good viewing areas. The surrounding spectator banking is raised. The site does not benefit from oval floodlights. It would benefit from 50lux training lights in one area for the purposes of midweek training but is unlikely to justify further sports lighting for limited evening use. • Adjacent to the children's playground is a skate park which has fixed ramps and seating, together with a basketball net. This is all on one concrete pad which has appropriate regulatory signage. While an ageing piece of infrastructure with limited flexibility it provides a useful resource for the youth. Upgrades could be considered to modernise the street infrastructure components. 	<ul style="list-style-type: none"> • The AFL club have access to the CCRC but continue to utilise the adjoining shed for club and social functions. Utilising the CCRC building social, catering, court and meeting facilities should be promoted. The existing AFL clubroom should be upgraded to meet compliance. This is more suited to occasional use for training and game day socialising. • The CCRC, separate buildings and oval are used for limited and often singular purposes. This over time should be addressed through the co-location of users for large group activities into one centralised facility where practicable.
Cervantes Country Club (CCC)	<ul style="list-style-type: none"> • The CCC building is leased exclusively to the incorporated body with a Tavern based liquor license. The facility is ageing and while functional, the internal space is showing signs of deterioration. The building is requiring refurbishment to increase its functionality and potentially reduce ongoing operational costs. • The TAB area occupies an area of the bar which has extensive seating and eating areas wrapped around an 'L' shaped servery. 	<p>The CCC is an extensive building which is neither functional nor efficient. The following should be considered:</p> <ul style="list-style-type: none"> • Reviewing the infrastructure and potentially reduce the current floor area and associated infrastructure.

Facility	Functionality	Implications and Facility Requirements
	<ul style="list-style-type: none"> • Darts and pool are available in one area of the bar off which there is a large meeting room. • Internal fixtures and fittings have not been updated for some time and the facility may benefit from more contemporary fit for purpose refits to improve amenity and efficiency. • The two sets of women's and men's amenities and the main function room kitchen, bar and associated storage/service area need renewing. • There is an extensive cool room and commercial kitchen. The kitchen is well equipped as a commercial kitchen and is clean. The cool room is showing signs of wear and tear and the adjacent storage area and minor kitchen needs renewal. • The bowling green immediately adjacent to the country club is functional and sufficient to service the needs of the community. • The unused area adjacent to the bowling green has been earmarked for a second green but without a significant growth in membership it is unlikely to be realised. Opportunities should be explored to introduce an alternative low cost use on the site which may assist in enhancing the financial viability of the CCC. 	<ul style="list-style-type: none"> • Consider relocation of the Cervantes Men's Shed within close proximity of the CCC and incorporate access to shared services (meeting rooms, outdoor seating area, toilets and access to kitchen). • There is a need to develop the most cost advantageous management model for the facility.
Horsemen's Club	<ul style="list-style-type: none"> • The facility is in an isolated location outside of Cervantes with a limited level of infrastructure. • It is reported that the horse club have difficulty in meeting financial commitments to bills and insurance cover. 	<p>While a valuable local resource the facility would require significant investment to be managed and maintained to a reasonable standard where it is attractive to visitors to the area. The Shire's role with the facility should be as a facilitator to source potential grant funding and assist with viability, but not as a high priority for investment as a community resource.</p>
Cervantes Men's Shed	<ul style="list-style-type: none"> • The Cervantes Men's Shed is at the end of its useful life and not fit for purpose. The site is fenced and due to limited internal storage requires a significant amount of the external yard area to accommodate overflow. • The facility utilises all available space for storage and operations and is located directly opposite an active commercial operation adjacent to the foreshore. Given recent 	<p>Care will need to be taken in the design of the Men's Shed to ensure appropriate noise attenuation and dust extraction is included. Three phase power would generally be required to ensure stability in accommodating a range of machines. It is</p>

Facility	Functionality	Implications and Facility Requirements
	<p>improvements and planned developments to enhance the foreshore the facility is incongruous with the desired enhancement outcomes.</p> <ul style="list-style-type: none"> The facility is unlikely to comply with industrial extraction, space and electrical safety requirements. A purpose-built facility located closer to other community facilities would be highly beneficial where those of the same age group could participate in a range of activities. This could include incorporation of shared access to toilets, function areas, kitchen, meeting space (undercover) and extensive internal and external managed storage. 	<p>important to provide sufficient space to bring in equipment (on low loaders) and provide an internal height of a minimum of 4.5m. The facility floor would require sufficient strength to accommodate heavy lathes / machinery.</p>
Cervantes Foreshore	<ul style="list-style-type: none"> The foreshore masterplan includes extensive development including erosion controls and boardwalk providing controlled access onto the beach. This will provide a valuable recreation space which links key infrastructure along the foreshore area and enhances accessibility, which will benefit the local tourist economy and businesses. The implementation of the foreshore master plan will need to be undertaken in stages as funding becomes available. 	<ul style="list-style-type: none"> Enhancement of the Cervantes foreshore as per the adopted master plan will vastly improve the activation, access and amenity of the foreshore parkland. The proposal for completion of the cycle path connecting Hill River to Cervantes is a high priority for the district and will complete the Turquoise Way project.
Cervantes Golf Course	<ul style="list-style-type: none"> The winter use golf course provides a local resource, but its further development is compromised by low membership numbers and limited financial capability. The golf facilities suffer from regular vandalism and the western shed requires asbestos removal and re-sheeting works which has been progressed by the club. The golf facilities are not developed to attract competitions and commercially viable golf related services. It largely serves the local community for social games and would not be a significant contributor to the local economy. The golf course is managed entirely by 15 long term members who do not have representation on the CCC management committee. 	<ul style="list-style-type: none"> The facility is unlikely to be considered a priority in future for Shire investment due to the limited return it is likely to provide. Cervantes Golf Course representation on the CCC management committee would assist with improving viability for both the golf and CCC facilities.

Facility	Functionality	Implications and Facility Requirements
Cervantes Fin Fishers	<ul style="list-style-type: none"> The facility serves a functional purpose for the Fin Fishers. It would not be deemed a high priority for investment by the Shire, being a single purpose stand-alone facility. There is limited capacity for the Fin Fishers club rooms to be further developed and they are not connected to mains water supply. 	It is not recommended any further investment in the facility is undertaken by the Shire, unless the group vacate the premises. At which point the demolition of the facility should be considered.
Cervantes Historical Society	<ul style="list-style-type: none"> The facility was not audited as it was in the process of securing a new site from WA Country Health during the audit process. 	Opportunities may exist to relocate the society within the CCC subject to agreement being reached with the management body.

In addition to the facilities audited, investment at Tranquillo Park is a key development consideration by the local community and should not be ignored. Ongoing management and maintenance of the asset and existing park infrastructure will be a core responsibility of the Shire. The development of this space for a BMX / dirt track facility will be a useful additional resource for the youth and the responsibility of the community. However, consideration of investment to levels of service of public open space will be guided by sound asset management principles and processes.

5.2 Dandaragan

Table 14 identifies the current facilities at Dandaragan and user groups:

Table 14: Current Dandaragan facilities and user groups

Users	Facility
Advance Dandaragan, Dandaragan Bears Cricket Club, Dandaragan Football Club (AFL, netball and hockey), Dandaragan Playgroup, Dandaragan Repertory Club.	Dandaragan Community Centre
Dandaragan Golf Club	Golf Club Facilities
Dandaragan Community Recreation Club, Dandaragan Tennis Club, Dandaragan Football Club, Dandaragan Bowling Club and Dandaragan Golf Club	Dandaragan Community Recreation Club

Users	Facility
Dandaragan Craft Group	Wolba Wolba (Aggies Cottage)

Table 15 contains the output of the visual audit of the facilities which revealed the following as key considerations for Dandaragan:

Table 15: Functionality Assessment of Dandaragan Sport and Recreation Infrastructure

Facility	Functionality	Implications and Facility Requirements
Dandaragan Community Centre (DCC)	<p>The DCC serves as the changing facility for the adjacent sporting reserves and for indoor court activity. It includes:</p> <ul style="list-style-type: none"> • A kitchen and kiosk adjacent to the entry together with an activity area (playgroup). The activity area has a concertinaed partition which permits direct access onto the court space. • The multi-use sports court has the potential to be used for a variety of court sports (basketball x 1, netball x 1, badminton x 3, volleyball x1, indoor cricket x1). It has a parquet floor. Air circulation is via high level residential fans which are unlikely to be effective. • The indoor netball court is not utilised, even as a show court. Insufficient runout space and court dimensions prevent use of the hall for both basketball and netball. • The stage at the end of the court space is elevated above the flooring with theatre lights and a gantry above (accessed by an extendable ladder). As a multi-functional and adaptable space it is reasonable but is aged and may not be compliant. • The community has a well-supported repertory club which presents annual productions utilising the stage area with more frequent associated rehearsal use. There could be opportunities to increase this use and expand district entertainment offerings. • The kitchen is of reasonable quality and is functional. • Toilets and changing facilities are old and tired but again functional. 2 sets of changerooms (3 showers, urinal and equal access toilet in each male changeroom), male umpire room / 1 toilet and shower, 2 female toilets and changeroom and a storeroom. At the time of the audit the changing facilities were being used for overflow storage and incorporated physio tables 	<ul style="list-style-type: none"> • Consideration for upgrading the changing infrastructure to gender diverse should be considered to increase functionality. • The above should also incorporate a review of storage. Based on current storage capability it is not considered a viable proposition with the option to re-align existing space and remove surplus equipment. This however needs to be verified. • The DCC has marginal air-ventilation and the toilets will need upgrading in partnership with the management body

Facility	Functionality	Implications and Facility Requirements
	<p>and equipment. It is understood during football season the items stored in this changeroom are moved to ensure visiting clubs have access to this changeroom unimpeded.</p> <ul style="list-style-type: none"> • Requests have been received for storage and female change rooms accessed from the outside courts. 	
JC Grieve Sportsground	<ul style="list-style-type: none"> • The sportsground is well maintained and provides a high quality facility for limited use. • The viewing deck over the football oval provide as an extension to the DCC and an elevated platform for spectators to congregate under an extensive shaded area. • The oval has training floodlights adjacent. 	No additional investment to the ground would be considered necessary.
Dandaragan Tennis Courts, Playground Area, Pump Track, Dandaragan Transit and Pioneer Park	<p>The park infrastructure is generally of a good quality including:</p> <ul style="list-style-type: none"> • The four tennis courts which are a synthetic surface, floodlit and a high fence surround. They are in good quality and include a rebound wall. • The single netball court is provided on an adjacent space, raised above the surrounding park with floodlights. The court quality is reasonable although showing signs of age in patches. • The adjacent playground with shade sails provides a mixed level of slides, climbing equipment and swings aimed at the 0-8 age range. • Older equipment which is not covered by shade includes an additional swing and rope climbing frame. Both play areas are located within low limestone walls and have a sand play base. This equipment has been bleached by the sun but is structurally sound. • Also adjacent to the courts is a new pump track and older concrete bike circuit which is a resource for young children. • Adjacent land is used as the Transit Park with associated amenities which functions well with direct access off the through road and ablutions. 	Provide two exterior hard courts multi marked for tennis, netball and basketball.
Dandaragan Community	<p>The DCRC was community built and has an exclusive lease arrangement with responsibility for maintenance and renewal. It is well maintained and provides a central social hub. The most significant features are:</p>	The DCRC kitchen and toilets require renewal, but otherwise the facility is in an acceptable condition and is well maintained.

Facility	Functionality	Implications and Facility Requirements
Recreation Club (DCRC)	<ul style="list-style-type: none"> The internal bar and function area incorporates club honours boards and extensive bar servery with a kitchen. It is open Sunday, Wednesday, Friday and Saturday. The facility accommodates Golf Club, Bowling, Tennis and AFL functions. The building can be subdivided with partitions to increase the functionality of the space and there is an office and meeting room contained within the structure. There is an extensive raised BBQ, and a viewing deck overlooking the bowling green which incorporates a substantial shade structure. The bowling green is well maintained with surrounding seating and shade. A further shade structure with benches is positioned adjacent to the club entry. 	
Dandaragan Golf Club	<p>The main consideration for the Golf Club is:</p> <ul style="list-style-type: none"> It is a winter use facility with sand greens, unirrigated fairways and synthetic tees which is common to most wheatbelt facilities. The buildings are aged and while they provide tee-off, shelter and basic amenities, have limited functionality. Golf social functions are undertaken at the DCRC. The storage shed and toilets provide a reasonable level of amenity but are ageing and will require renewal. The golf course provides a local resource but ongoing viability is compromised by declining and low membership numbers. While it is an attractive backdrop to the town it is not a regular high attractor of visitors and its capacity to contribute to the local economy is not proven. The mature trees require management to maintain course amenity due to mistletoe incursion. 	<p>The golf course land is a picturesque backdrop for the townsite, particularly in winter. Future uses should be compatible with its current landscape values.</p> <p>The built facilities are unlikely to be considered a priority in future for Shire investment due to the limited utilisation and competing priorities at the DCRC.</p>
The Shed	<ul style="list-style-type: none"> The Shed is well used for gym fitness activities and would benefit from further minor investment by the community to maintain its ongoing usage. 	<p>The priority for investment for these facilities is in regard to community funded ongoing</p>

Facility	Functionality	Implications and Facility Requirements
		maintenance and management while it exists in a standalone facility.
Dandaragan Community Resource Centre and Library	<ul style="list-style-type: none"> The Community Resource Centre operates a number of community services under arrangements with the State Government. As lessee, the CRC also operates Shire's library which is a valuable community resource which provides access to meeting areas and a small activity space. It has limited other physical recreational value but is an essential service for an isolated rural community. 	Investment will be dependent on asset condition and continuation of the contractual arrangements for the Community Resource Centre
Wolba Wolba (Aggies Cottage)	<ul style="list-style-type: none"> A valuable local heritage resource which has the potential to attract visitors and provide opportunities for functions but is not under a formal lease. The outside bar, pizza oven, toilets and marquee were installed by the community. Storage shed, water supply and equal access compliance and other infrastructure could be addressed to meet demand. 	The priority for the Shire is to regularise the outstanding compliance matters and facilitate the use of a valuable local heritage resource which is likely to attract visitors to the community and provide a local function hub. This however would be subject to a detailed business case.

5.3 Badgingarra

The current user groups of the facilities at Badgingarra are identified in Table 16 below. The use is principally centred around the Badgingarra Community Centre from which all activities are managed.

Table 16: Current Badgingarra facilities and user groups

Users	Facility
Country Women's Association Badgingarra, Badgingarra Chamber of Commerce, Badgingarra Community Association, The Sandpaper, Badgingarra Bowling Club, Badgingarra Golf Club, Badgingarra Playcentre Association, Badgingarra Tennis Club, Central Midlands Coastal Football League, West Midlands Group, Fabfit, Badgingarra Primary School, Anglican Church, Catholic Church, Badgingarra Family Fellowship and Combined churches.	Badgingarra Community Centre

Available booking data for 2020 indicates the main hall facility is utilised for a total of 124 hours per year principally for arts, crafts, church group etc. This is a very low uptake of the facility (2-3 hours use per week). This does not reflect the ongoing sporting use (football, bowls and tennis in particular) which occupy the function room space at varying times in addition to the hall use. This area has a much higher utilisation (indicating annually 1,440 hours of regular use, representing four hours per day across all infrastructure – some of which is likely to be at the same time for golf, tennis and / or bowls). It is however unclear from the booking data provided how the facility is used and the numbers of people utilising the facility at any one time. With a relatively low usage rate for the hall, it indicates the full extent of the facility is underutilised and the greatest benefit is through the use of the function space for a variety of user groups including religious services, meetings and child care (539 hours). Table 17 contains the output of the visual audit of the facilities and key considerations for Badgingarra.

Table 17: Functionality Assessment of Badgingarra Sport and Recreation Infrastructure

Facility	Functionality	Implications and Facility Requirements
Badgingarra Community Centre (BCC), Golf Club and Sportsgrounds	<p>The BCC is a unique facility being located within a sparsely populated area, isolated from the main population but with extensive sport and recreation infrastructure. This includes:</p> <ul style="list-style-type: none"> • The main building originally constructed in 1958 in Fremantle, relocated and officially opened in Badgingarra in 1978. • The library service which is contained in one side room and serviced on a part time basis. • Within the older structure of the building there are ageing toilets and changing facility infrastructure which while clean need renewing. The pipework, fixtures and fittings are worn. • The main hall which includes an area for a stage at one end for local productions (currently a raised curtain area). The hall has a wooden floor with high level window openings • Above the hall is an open access first floor viewing area. This is currently not used due to limited access for all and high summer temperatures. • There is also a playgroup / out of school hours care room. • The facility opens into a large function room with carpet which serves the sporting codes and large community functions. Honour boards are located on the walls related to the sports clubs. • The kitchen is of a reasonable standard for food preparation and incorporates a kiosk / serving area. • The recently enhanced toilets serving the bowling green and club function area have been modernised and improved to provide a good functional space. 	<ul style="list-style-type: none"> • The level of infrastructure on site is extensive for the population base it serves and will require significant financial resources to manage and maintain it to a consistent level. • While the facility provides a valuable community space, the scale has potential asset management implications for the community and/or Shire. Ensuring the scale of the infrastructure is fit for purpose and consolidating duplicated spaces to maximise utilisation should be a critical long-term consideration in any major refurbishment project. • A focus of future use of the site should be on the management and retention of existing assets in the short term and determining how any future built form can maximise its

Facility	Functionality	Implications and Facility Requirements
	<ul style="list-style-type: none"> • The floodlit bowling green and surrounding infrastructure, having recently been invested in is of a good quality with the capability to provide for shade across the synthetic green. The shade cover and seating are also of good quality and provides an excellent resource for a small rural community. • The tennis clubhouse / shed is at end of asset life being an old metal sheeted structure with shade sail attached. The building provides an indoor storage and meeting area and a good, shaded viewing area and seats but is old and tired and has structural deficiencies. Its use correlates with social tennis on a weekly basis. • The floodlit tennis courts with the synthetic surface are in good order with the hard courts having a reasonable surface. There is also a hit up wall adjacent. • To the rear of the tennis court is a social gathering area (gazebo) and extensive play space including Badgingarra Nature Playground (2013) and small grassed area. • Opposite the BCC is the winter use golf course, unirrigated with sand greens. It provides a valuable local resource during the playing season and potential to attract external visitors through local competitions. • Much of the reserve is unirrigated and gravelly, other than the oval and building surrounds. The car parking is adequate to service the current use of the infrastructure. 	<p>use through multipurpose design in the longer term.</p> <ul style="list-style-type: none"> • The first-floor hall area could be repurposed for other uses, such as for a larger library or tennis social activities (this however could potentially be cost prohibitive).

5.4 Jurien Bay

The current facilities user groups at Jurien Bay are identified in Table 18 below.

Table 18: Current Jurien Bay facilities and user groups

Users	Facility
Central West Coast Senior Citizens Group and Jurien Bay Community Men’s Shed	Jurien Bay Community Men’s Shed
Taylor’s Dance Company, Jurien Bay Football Club, Badminton, Turquoise Coast Basketball Association, senior fitness, Turquoise Coast Table tennis, Jurien Bay District High School, Private functions, parties, performances and Oktoberfest, Squash – casual users and Tennis – casual users (courts booked through centre).	Jurien Sport and Recreation Centre
Jurien Bay Progress Association (Inc)	Progress Association Shed
Turquoise Coast Netball Association	Netball facilities and JSRC
Jurien Horse Club	Horse Club Facilities
Jurien Bowling Club (Inc)	Jurien Bowling Club
Jurien Bay Motorcycle Club	Motocross Club facilities
Jurien Bay Kart Club	Kart Club facilities
Jurien Bay Country Golf Club (Inc)	Golf Club facilities

- Squash or tennis is not included in the above data due to low usage.
- The indoor basketball court is also used on a casual basis during school holidays. No data has been provided.

The JSRC is the only facility where comprehensive and easily distinguishable booking data was available. The absence of quality booking data is a concern for all facilities as there is little opportunity to make the case for investment. This would indicate a need to potentially invest in a Customer Relationship Management (CRM) program to enable the Shire to capture and utilise data more effectively. The analysis of usage data can provide a useful tool in determining the level of priority which should be afforded competing projects.

Table 19 contains the output of the visual audit of the facilities which revealed the following as key considerations for Jurien Bay:

Table 19: Functionality Assessment of Jurien Bay Sport and Recreation Infrastructure

Facility	Functionality	Implications and Facility Requirements
Jurien Bay Motocross Club and Jurien Bay Karting Club	<ul style="list-style-type: none"> • The Jurien Bay Karting Club facility is fenced, has transportable container building facilities and water tanks, lighting operating on the flat lower ground of the lot. • The Jurien Bay Motocross Club established in 2017, has a clubroom/shed, starting gates, bar and kitchen, but no lighting or permanent toilets. • The relative quality of infrastructure for motorsport is good and is located in a suitable location where any impact on residential amenity will be minimised. • Each club has their own lease with responsibilities for maintaining and renewing their own infrastructure. 	<p>It is evident that there would be significant benefit for the Karting and Motocross clubs to coordinate their activities and site improvements, in particular potential service improvements and sharing of club infrastructure.</p> <p>It would not be a priority for the Shire to invest, but to facilitate the ongoing development and viability of the clubs.</p>
Jurien Bowling Club	<ul style="list-style-type: none"> • The bowling club is a separate facility with function space which potentially provides direct competition to other function areas associated with the recreation centre and golf club. • Its future as a stand-alone facility should be reviewed in accordance with a masterplan for the recreation precinct which is dominated by the development of ad hoc infrastructure and inefficient use of space. • With an ageing community the relevance of bowls is important for both competitive and social activities but the income required to be generated to manage, maintain and replace two synthetic bowling greens is extensive. 	<p>Feedback from the club indicates the unsurfaced car parking needs to be maintained in the short term to reduce nuisance dust impacting the Bowling and Golf clubs.</p> <p>Long term the development of a masterplan for the recreation precinct should be undertaken (see reference below) and this will address the car park issues.</p>

Facility	Functionality	Implications and Facility Requirements
<p>Jurien Sport and Recreation Centre (JSRC)</p>	<ul style="list-style-type: none"> • The JSRC has a reception foyer with a strong welcoming entry point off the main driveway into the site. While set back from the road it is sufficiently prominent and well signposted to attract users in. • Adjacent to the site entry are bike racks and a BBQ area located behind a brick wall with good extended views over the oval. • The foyer provides an entry point for all activity areas with a reception desk and office and meeting room behind. To the left of the main entry is a function room with dance floor serviced by the adjacent kitchen and servery. The function space is light and inviting although some of the infrastructure is dated. There are honours boards present recognising the football club. • The kitchen is of a good quality commercial nature with extensive food preparation areas, dishwasher, sinks and extensive storage. • The bar area and cool room, while ageing is functional and provides a high level of access. • The sports hall has parquet flooring and capability of a range of indoor sporting opportunities with a multi-marked floor. The hall has a projector screen and mobile stage for performances. • The storage is divided into 5 for the netball, table tennis, basketball, dance and table/chairs equipment and is on the western side of the hall. This area is effectively utilised and monitored to ensure access for all user groups is permissible. • Change rooms are on the eastern side facing the oval and are basic in nature although have received upgrades in recent times to improve the tiling, fixtures and fittings. It houses female change rooms (3 toilets, 3 showers), umpire's room (1 shower, 1 toilet), first aid room and male change rooms (urinal, 3 toilets, 6 showers), plus 5 showers for the home side. • The changeroom side of the building is the original section built by the AFL club and has undergone some LED lighting upgrades. The shower room opens to a room at the end of the building which opens onto the sports hall at one end and the veranda at the other. The way in which the storage area servicing football is utilised is ad hoc and needs to be reviewed. 	<p>It is evident that the functionality of the facility and broader precinct is compromised by a series of ad hoc developments which create a high level of inefficiency. Master planned sites maximise efficient and multiple uses of indoor and outdoor facilities by a broad range of users. In addition, there are a number of critical issues which need to be resolved in respect of the JSRC. These include:</p> <ul style="list-style-type: none"> • Review and modify the JSRC AFL 'clubrooms' and ensure bar licencing, setup and operations are compliant and manageable. • Consider increased sport and events uses of the oval to maximise opportunities for community sport and recreation on the sports grounds. <p>These are short term considerations pending the development of a site master plan which should seek to bring together all building, access, parking and court infrastructure (including the bowling club).</p>

Facility	Functionality	Implications and Facility Requirements
	<ul style="list-style-type: none"> The AFL club have a room dedicated for their use with club paraphernalia and the installation of a bar, fridge, takeaway food warmers, urns etc. The two squash courts which lie on the western side of the building. 	
Jurien Bay AFL oval and grounds	<ul style="list-style-type: none"> The oval consists of training lights, AFL goals, score board, cricket practice net, player dugouts (recently upgraded) and hockey goals. The quality of the turf and surrounding infrastructure is good. It is a functional oval with excellent viewing for spectators and players from the shaded area with benches extending from the changing infrastructure associated with the JSRC. Play equipment is provided between the oval and netball courts providing slide, climbing and swings for children aged between 0-8. The equipment is relatively modern but has perished and will be renewed in the near future. The use of the area adjacent for campers and its current alignment with the JSRC is an effective use of resources and ensures a greater presence on site. The overhang shaded area is showing significant signs of rust and requires treatment. 	<p>The functionality of the area and adjacent infrastructure could be enhanced with the development of a master plan which assesses the capability of shared use and co-location of ad hoc infrastructure. While the oval is in a fixed location, the impact of shared infrastructure on re-aligned court space and enhanced changing infrastructure should be considered.</p> <p>Reference is also made to the alignment of the shaded viewing area and potential enhancements to address current maintenance obligations.</p>
Jurien Bay Netball/Basketball Courts	<ul style="list-style-type: none"> The courts provide another example of ad hoc development occurring where a more suitable solution would have been to combine court infrastructure (basketball, tennis and netball). This would ensure the floodlighting, fencing, usage and development of ancillary club infrastructure is provided in a more efficient and cost effective manner. The storage shed adjacent to the netball courts is shared 30:30:30 between AFL, netball and the JCRC, which is a good use of infrastructure but could be enhanced further if other aligned uses were considered. 	<p>As referenced above, in the longer term the Shire should work towards consolidating such infrastructure. This can be undertaken as and when there is a need to replace the current court surfacing.</p>
Jurien Bay Foreshore Development	<ul style="list-style-type: none"> The foreshore development is likely to provide a focal point for visitors and residents alike and will provide a more coherent controlled and activated beach access position. The skate park is a focus for family and youth activity. 	<p>The key areas which will need further attention beyond the master plan is potentially extending the coastal dual use footpath in a staged manner (subject to access constraints being overcome).</p>

Facility	Functionality	Implications and Facility Requirements
		Sand accretion and erosion along the foreshores and impacting on recreation use such as the Jurien Bay snorkelling trail and swimming pontoon will need monitoring and response on an ongoing basis.
Jurien Bay Tennis Courts	<ul style="list-style-type: none"> The tennis courts are located to the front of JSRC and are relatively isolated from other court infrastructure. They are showing significant signs of wear, tear and structural failure and located adjacent Jurien Hall which is currently closed pending a heritage review. 	When the opportunity arises to consider their replacement, it would be more appropriate to consider a multi-court development aligned to the outdoor basketball and netball facilities. Consideration of the future of the adjacent Jurien Hall is subject to a heritage review currently being undertaken.
Jurien Bay Golf Course	<ul style="list-style-type: none"> The club has a relatively high membership base and in comparison, to other townsites, has a more attractive golf course proposition, due in part to the course irrigation. The expansion of the irrigation scheme beginning in 2021, will further enhance the possibility of marketing the facility to an extended member base and visitors. 	Ongoing support in facilitating grant opportunities to extend the service offered on site is likely to be required of the Shire.
BMX Track – Jurien Bay	<ul style="list-style-type: none"> A small informal local facility adjacent to a playground which has been developed by the younger cohort. 	This should be retained as meeting the needs of a younger cohort which are learning development skills to transfer onto the newly constructed foreshore skate park
Jurien Bay Equestrian Facility	<ul style="list-style-type: none"> The equestrian club is north of Jurien Bay and has a consolidated exercise yard, sand perimeter trotting track, clubrooms with toilets (2012), storage sheds and a dam across a 10ha site. Horses are ridden into the surrounding unallocated crown land, along the beaches and into the ocean. The property is fenced and divided into around 40 paddocks with 30 individual stables, water and shade tree / shelter belts. Agistment is charged at \$1 /week. 	It would not be a priority for the Shire to invest in expansion of this facility, but to facilitate the ongoing development and viability of the club.

Facility	Functionality	Implications and Facility Requirements
	<ul style="list-style-type: none"> There will be an ongoing need to review the development condition of the Horse Club facilities where individual paddocks appear to be camping / shack facilities in some cases. This is a regulatory process to be investigated. The Horse Club site is used for overflow camping by Horse Club facility users and they also help fill the current town caravan park. 	

Additional infrastructure which contributes to the services offered in Jurien Bay but not visually audited include:

- The Turquoise Coast Visitors Centre and Community Resource Centre sits within the larger Shire of Dandaragan Administration precinct. A 14-seat conference room with AV and four “Hot Offices” with internet access are available for hire. The outdoor amphitheatre can host performances and movie nights. This adds value to the recreational opportunities available for the Shire residents and visitors although not a part of this plan.
- Jurien Bay District High School has a junior sized oval with a synthetic cricket match wicket and a paved netball/basketball court. The school population is currently 326 aged from Kindergarten to Year12. A community garden is established on the school grounds and members meet for a “Crop Swap’ at the CRC each Friday. Potential opportunities for shared use of the infrastructure could be considered to meet emerging community needs.

6. The Communities Perception and Requirements

A variety of methods were used to gather information from key stakeholders and community member to develop the Sport and Recreation Plan, including one on one meetings, workshops, club and user surveys and community surveys. The aim was to identify and engage with key stakeholders, clubs, sport and community groups and individuals to clarify their priorities, raise awareness and involve them in shaping the future of their community sport and recreation.

6.1 Community Workshops

Community Workshops were held at:

- Badgingarra Community Centre on 15 February 2021
- Dandaragan Community Centre 16 February 2021
- Cervantes Community Recreation Centre 22 February 2021
- Jurien Sport and Recreation Centre 23 February 2021

The community workshops were well attended with the exception of Badgingarra, although all sessions were attended by members of the community who had an excellent understanding of the community's needs.

6.2 Facility User and Community Surveys

The Shire issued letters of invitation to all sport and recreation facility users to complete a survey seeking information about how the club or sport are operating and what plans and needs they have for the future. Letters were issued to the groups in the first week of December 2020 and responses were to be received by 26 February 2021.

Individual club and user group survey responses were received from:

- Badgingarra Country Women's Association
- Jurien Sport and Recreation Centre
- Jurien Bay Country Golf Club
- Jurien Bay Motocross Club.
- Letter regarding concern for the loss of the JSRC gym

The Shire's website promoted the SRP project and invited the community to complete online surveys regarding personal and family uses of the Shire's sport and recreation facilities. The online survey was posted on the Shire's website in the first week of December 2020 closing 26 February 2021.

A total of 50 community survey responses received including one from the Cervantes Men's Shed:

- 98% had utilised the Shire's sport and recreation facilities in the preceding 12 months.
- More than 50% accessed the facilities weekly, 20% daily, 16 fortnightly and 13% monthly.
- More than 95% used the sport and recreation facilities 2-10 times per year.
- More than 91% of residents drive to the facilities, with only 17% cycling and 20% walking.
- The primary activities engaged in when using the sport and recreation facilities were for:

○ Field sports	43.4%
○ Recreation / leisure	22%
○ School sports	8.7%
○ Casual sport or club uses	8.7%
○ Cultural / social activities	8.7%

- Sports club activities (official, coach, committee) 6.5%
 - Entertainment / events 2%
- When asked about their satisfaction with the quality of facilities they use, the community responded:
 - 17% very satisfied;
 - 37.5% somewhat satisfied;
 - 37.5% not satisfied; and
 - 8% neutral
- A range of reasons for why residents were unsatisfied with facilities were given, from poor layout, limited use opportunities, lacking maintenance, lacking weather cover, unsuitable changerooms, poor toilets, limited parking and other comments. This feedback informs recommendations for priority actions when considered along with feedback from workshops, interviews and surveys for each of the facilities.
- The ages of responding household groups indicated that although the general population of the Shire of Dandaragan is ageing, there is a higher level of sport and recreation facility use by comparatively younger community members:
 - 26% under 18 years
 - 25% between 18 and 34 years
 - 33% 35 to 59 years, and
 - 16% 60 or over.
- 75% of the community survey responses were submitted by females.
- A wide range of comments and suggestions were made by community members and are considered against each of the facilities.

6.3 Summary Consultation Overview

Key themes which emerged from the consultation included:

- The quantity of sport and recreation facilities in the Shire is adequate.
- However, many of the facilities are ageing and not fit for current purposes.
- Although the Shire's population is ageing the provision of facilities and programs in sport and recreation for younger age groups is growing.
- More diverse sport and recreation offerings are required, which could be facilitated in part by multi-use facilities. *(While not specifically referenced by the consultees, this could include greater flexibility of space and associated storage areas to facilitate a wider variety of group fitness, bespoke exercise equipment [a spin rooms with ability to store equipment when not in use], boxing, futsal, event and exhibition space etc.)*
- Volunteer resources are limited and often duplicated across a number of organisations in the same town. Paid assistance, consolidation and collaboration is needed to optimize their skill and capacity.
- Financial capacities of the bowling clubs and Dandaragan Tennis Club to fund synthetic surface replacements and infrastructure repairs is thought questionable by the club members.
- Each of the golf clubs, other than at Jurien Bay, are having difficulty maintaining the courses and machinery and attracting membership.
- Other than Cervantes Community Recreation Centre, the three community centres require accessible, compliant and additional female changeroom and toilet facilities.
- Promotion and coordination of the Shire's sport and recreation events and activities would be beneficial. An information 'go to' place would be beneficial for community engagement in local

activities, coordinating multiple family commitments and for groups to coordinate their activities and promotions.

- Quality gymnasium facilities and services are highly desired in Jurien Bay and Badgingarra.
- Improvements in amenity, youth facilities and pathway networks are a high priority for all four towns.
- The Cervantes Country Club may need careful consideration of its future to meet the community's needs and potential redevelopment.
- Cervantes Central West Men's Shed relocation may need to be addressed in the short term.
- Cervantes Historical Society business plan and accommodation considerations may be a high priority.
- Aggie's Cottage would benefit from a business plan to address the demand for a variety of events and its heritage status.
- Jurien Bay Bowls and Golf Club informal and unsurfaced first carparking is an issue for these two clubs.
- The Jurien Bay Karting Club may need assistance to address constraints to expansion of their facility.

7. Needs, Opportunities and Options

The assessment of future need responds to the current and future demographic profiling and the expressed requirements of community groups which utilise the infrastructure provided by the Shire. These were further underpinned by the audit process which identified a series of shortfalls with current community infrastructure and priorities confirmed by community survey feedback. The critical considerations are identified under five subsections below relating to Shire wide policies and principles and priorities for consideration in the four townsites.

7.1 Shire Wide

The critical Shire wide considerations are:

- Need across the Shire is largely determined by access to infrastructure to benefit social connectivity, physical and mental health. Need cannot be determined purely by population trigger points in rural areas but by accessibility to key facilities and the demographic profiling.
- Shire residents have vested interests in the facilities, as in many cases there is significant volunteer and community resources (both in-kind and financial) in the development of infrastructure. These resources are however becoming more difficult to obtain and manage.
- Improvements in amenity, youth facilities and pathway networks are a high priority by survey respondents for all four towns.
- The management of finite resources of the Shire and potential access to grant funding proposals need to be factored into any development proposed and an assessment tool to facilitate a prioritisation process needs to be put in place.
- The current management arrangements on all sport and recreation sites is both a benefit and a risk. The Shire should assess current practices and ensure when agreements are being renewed, as a minimum the production of an annual financial report, usage and asset management investment should be presented by the management bodies.
- Currently the Shire has no means against which investment in sport and recreation facilities can be prioritised. This needs to be addressed.
- All infrastructure across the Shire comprises of single users or combined facilities where single users have their own bespoke changing facility, clubroom, storage and dedicated space. There are few exceptions which is inconsistent with the design and development of contemporary sporting provision and to align with grant funding opportunities. There needs to be a gradual reduction of single use operations and a move towards co-location and a more effective and efficient use of resources.
- Many of the clubs and facilities are competing for members and potentially undermining the ability to generate sufficient income to be self-sustainable. This includes competing function areas / bars.
- The sport and recreation precincts in all townsites do not utilise the land efficiently and with the exception of recent additions and upgrades have significant asset management obligations associated with them. The lack of previous master planning has led to a series of ad hoc developments and efficiency in the sharing of infrastructure.
- Building compliance and associated risk needs to be managed and the Shire have only limited financial and people resources to address these obligations. Comments emerging from the consultation process references inadequate buildings and 'fitness for purpose'. It would not be possible for the Shire to address all non-compliance concerns under current financial constraints and competing priorities. A planned approach therefore needs to be considered.
- It is not appropriate to replicate the same facilities within each settlement. Facilities should respond to expressed need and the current level of infrastructure is in excess of many similar regional local government areas.

- The lack of effective business case development and strategic plans associated with the club developments further compounds the issue in the Shire being unable to effectively identify investment priorities.
- The number of volunteers available was identified as a risk across all for townsites. The consolidation of groups to increase volunteer capability has been advocated.
- Respondents to the survey and workshops indicated the importance of the promotion and coordination of events and activities is required to improve regional branding, unique events, visitor and resident engagement, which could be a Shire paid position.
- As a basic principle, renewable energy should be installed in community facilities across the shire.

In order to address the above, a series of policies and procedures are required to be put in place to establish the ground rules against which priorities and investment decisions are to be made. These will need to include a multi-criteria assessment to ensure the approach is fair and equitable.

Reference to the townsite developments are provided below.

7.2 Cervantes

The critical considerations identified for Cervantes included:

- Cervantes Community Recreation Centre (CCRC): There are some key asset management and building improvement aspects identified in the visual audit that need to be addressed immediately. It is suggested that these be undertaken in a planned approach and reflected in the recommendations in the following section.
- Cervantes Country Club (CCC):
 - The potential review and redevelopment of current infrastructure to respond to the current economic climate and business feasibility and consideration for reducing the functional extent of the building.
 - Fundamentally the future of the facility requires careful consideration to ensure it can be adapted to meet the community's needs through a potential redevelopment.
 - The operational matter of securing appropriate licenses for alcohol service.
- Horsemen's Club: continued provision as a local resource.
- Development of a business case and/or relocation of the Cervantes Men's Shed to a suitable location adjacent to the CCC has been identified as a high priority in the short term due to limitations with its current location.
- Cervantes Foreshore:
 - To continue to attract investment to complete the Master Plan and provide an enhanced tourism and residents service offering.
 - Complete the Turquoise Way Trail from Hill River to Cervantes.
- Cervantes Golf Course: To assist in the club's retention and business planning. This needs to be undertaken in conjunction with the future of CCC.
- Cervantes Fin Fishers: Further development of facilities cannot be justified based on the current non-compliance issues associated with the current building and lack of security of tenure.
- Cervantes Historical Society: The group are seeking a permanent home for administration activities, to establish displays and store materials. There is potential to re-align with another facility within the recreation precinct.
- Tranquillo Park: To support the community building a small BMX community facility.

7.3 Dandaragan

The critical considerations identified for Dandaragan included:

- Dandaragan Community Centre: A review of the current deficiencies with the building and potential planned upgrades in a staged manner.
- JC Grieve Sportsground: The potential for irrigation water being utilised to expand the sport and recreation offerings in the town was raised however limits to water license volumes and overall cost implications limit the feasibility of any such initiatives.
- Dandaragan Tennis Courts, Playground Area, Pump Track, Dandaragan Transit and Pioneer Park: There is a need for clubs to ensure adequate sinking funds are in place for the replacement of court surface infrastructure. Renewal of the playground equipment has been identified as an important consideration.
- The need to work with the bowling club to fund synthetic surface replacements and infrastructure repairs.
- Dandaragan Community Recreation Club has marginal air-conditioning, and the toilets will need upgrading through the management body.
- Dandaragan Golf Club: Encourage the club to have in place a long-term business plan for membership, management and service offerings.
- Community Resource Centre and Library: Continuation of the contractual arrangements for the centre as a valuable local resource.
- Wolba Wolba (Aggies Cottage): To address any outstanding compliance issues and ensure the facility has in place a quality business case as part of the broader Dandaragan Region event and recreation activities.

7.4 Badgingarra

The Badgingarra Community Centre, Golf Club and Sportsgrounds is the focal point for nearly all community activities in the town site. While the current built infrastructure is generally meeting the needs of the community, the Shire will need to work with the community to plan for future asset replacement. Given the population size, appropriate scale and built form that focuses on multipurpose uses and access should form the basis of the Shire's future commitments in accordance with the Minimum Level of Service. Traditionally, the Badgingarra community has demonstrated a strong capacity to raise funds for community projects. It is likely that additional value and scope for new developments in the longer-term will be explored in this same manner.

In the shorter term, currently the observed usage for the hall space is low, and most activities are undertaken in the more comfortable function area, which has good utilisation. Development options include:

- Accessible, compliant and gender diverse changeroom and toilet facilities.
- Review and consolidation of building, internal and external spaces, the grounds and associated infrastructure.
- A potential focus of future uses of the site, on the management and retention of existing assets and developing with appropriate scale and multipurpose built form in any longer-term major redevelopments.

While infrastructure such as a swimming facility was referenced, it would be unreasonable for a small community to underpin the high expenditure (both capital and ongoing operational) of an extensive water body which is likely to generate limited financial return and require extensive subsidy.

7.5 Jurien Bay

The critical considerations identified for Jurien Bay included the development of a site master plan to consider all of the infrastructure within and surrounding the Jurien Sport and Recreation Centre. In addition the following emerged as key requirements and needs:

- Jurien Bay Motocross and Karting Club: The Karting and Motocross clubs should seek to coordinate their activities and require the Shire to assist in facilitating the process.
- Jurien Bowling Club. Consider a sealed car park that services the Bowls and Golf Clubs as part of a precinct master plan.
- Jurien Sport and Recreation Centre to provide:
 - Accessibility, compliance for female changeroom and toilet facilities
 - Immediate asset improvements which need to be addressed
- Jurien Bay AFL oval and grounds: The potential to consolidate infrastructure and increase the viability of all sporting clubs / users, particularly with multi-use and multi-marked playing surfaces. This includes potential for a greater alignment between Jurien Bay Netball and Jurien Bay Tennis facilities.
- Jurien Bay Foreshore Development: To continue to attract investment to complete the Master Plan and provide an enhanced tourism and residents recreational service offering.
- Jurien Bay Golf Course: Ongoing support in facilitating grant opportunities to extend the service offered on site is likely to be required of the Shire.
- Jurien Bay Horse Club: Ensure the site is master planned in keeping with a business plan, its management and appropriate level of development commensurate with fulfilling club needs.

8. Recommendations

The following section provides the recommendations which are based on the full extent of research underpinning this plan including the current strategic direction of the Shire, regional influences, changing demographics, trends and benchmarking, visual auditing of existing facilities, input from user groups and an analysis of future needs. The approach is centred around the existing and future needs of Shire residents and visitors while providing realistic interventions to manage infrastructure with limited financial resources. The recommendations are split into the broader Shire wide policies and principles and then more specifically to each Townsite where the main sport and recreation infrastructure is located. The timelines for deliver are based on the following:

- Immediate (I): 1 year in planning and implementation (year one of the Sport and Recreation Plan 2021 to 2031).
- Short Term (S): 1-4 years in planning and implementation (year one to four of the Sport and Recreation Plan 2021 to 2025).
- Medium Term (M): 4-10 years in planning and implementation (year four and onwards of the Sport and Recreation Plan 2021 to 2031).
- Long Term (L): 10 years plus in planning and implementation (post 2031).

The current commitments associated with asset management processes may have to be reviewed as a result of the recommendations contained here-in and subject to agreement by Council.

8.1 Development Principles, Policies and Standards of Provision

Table 20 identifies the core development principles, policies and standards of provision recommended to be adopted by the Shire in the development and delivery of sport and recreation infrastructure.

Table 20: Proposed Shire Wide Recommendations

No.	Recommendation	Rationale	Timing
1	The Shire should develop and apply a weighting system to requests of Council for assistance (whether under existing funding programs or other requests for support). This will be required to enable the Shire to prioritise resources allocated to the use of existing facilities, the management of assets, grant submission processes and provision of services. Applications which align with the guiding principles will be given the highest priority (refer section 4.8).	Currently the Shire does not have a process in place to prioritise investment decisions and as a result is required to respond to a series of ad hoc requests. It is important to establish a prioritisation process which assists future budget planning and grant funding requests.	I
2	Shire investment for sport and recreation infrastructure provision should be prioritised where it is proposed (except in exceptional circumstances) to develop a multi-	The critical consideration to maximise the return on any investment is to co-locate wherever practicable,	S-M

No.	Recommendation	Rationale	Timing
	functional shared facility in accordance with an adopted precinct Master Plan which services the needs of a number of community groups.	user groups to minimise ongoing servicing and asset management costs.	
3	<p>The following guiding principles should underpin investment in Shire programs and services:</p> <ul style="list-style-type: none"> • Equality of access. • Non-discrimination on age, gender, sexual orientation, race, colour, etc. unless otherwise exempted by legislation. • Wherever possible, promoting self-sufficiency of community organisations by established appropriate governance and financial management structures. • Work in partnership to develop opportunities across community clubs and other organisations, to maximise the return on limited resources. • Effective and efficient management of assets. • The provision of a financial and / or in-kind contribution towards the development of facilities. 	The guiding principles are consistent with the Shire's Strategic Community Plan and supporting planning documents. In any decision made the guiding principles should be adhered to and should form part of the assessment process.	S
4	The Shire should ensure that the development of new or upgraded/modernised infrastructure adheres to the principles of the Disability Access and Improvement Plan (DAIP), so that a high level of equitable access to sport and recreation facilities for all members of the community is maintained.	All facilities wherever possible should be brought up to standard in meeting the Shires obligations under the Disability Access and Inclusion Plan. This includes signage and promotional material.	S and Ongoing
5	The Shire should explore the introduction of information technology programs in all of the community sport / recreation centres to assist in capturing use information and reporting annually on the value return of any investment.	There is a need for the Shire to capture the infrastructure usage more effectively to enable future investment priorities to be assessed and justified against data sets.	S-M
6	The Shire should develop priorities, to be endorsed by Council, for the upgrade and renewal of existing sporting reserve training lighting for recreational / training uses. Funding for oval lighting is to be met by partners / sports organisations / community groups through grants and community funding assistance. Multi-purpose court lighting	The Shire is not in a position to install floodlighting at every sports facility. The immediate priority is to	S

No.	Recommendation	Rationale	Timing
	will be provided by the Shire in accordance with the minimum level of service identified in Section 4.7, Table 9.	ensure assets are planned for optimum energy efficiency when due for renewal.	
7	<p>Where proposals are put forward for additional sports lighting in excess of the minimum training standards, these should be accompanied by a business case which identifies:</p> <ul style="list-style-type: none"> • The need for lighting infrastructure based on social games, training and competition, having regard to the hours required throughout a calendar year. • The financial costs of installation and ongoing operation management (including asset maintenance and replacement costs). • A detailed income and expenditure plan to identify how the operational, servicing and replacement costs are to be met. • The implications on the Shire's Long Term Financial Plan which will need to be adjusted to reflect any changes in priorities for investment. 	<p>Proposals only for training level lighting for winter sport outdoor sports pitches and ovals should be considered.</p> <p>Any additional sports lighting proposal for the Shire's sporting precincts should be the subject of a business case which provides a rationale and justification for development. Ad hoc investment will not be considered.</p>	S and Ongoing
8	The Shire should review all changeroom infrastructure through the development of Sporting Precinct Master Plans, to ensure it has at least one set for each facility that is serving all genders for training and competition use, and shall put in place a staged implementation and funding plan.	As funding becomes available, the Shire should seek to upgrade all changeroom infrastructure to ensure minimum one set each gender diverse facilities.	S to M Term
9	The Shire should undertake an asset review of all leased community facilities to ensure they are appropriately managed and maintained in accordance with recognised standards for asset lifecycle costing.	The Shire should manage future investment risk by incorporating all sport and recreation assets within its annual review of asset maintenance and take the appropriate action to rectify deficiencies. The Shire should ensure that lessees of exclusive facilities and clubhouses are keeping up with their maintenance and renewal obligations.	S
10	The Shire should assist community groups and organisations that demonstrate good governance and open and transparent management practices in seeking grant funding. This will be subject to the club / organisation having first secured or are in the process	The Shire in seeking to attract external funding should prioritise its resources to work with those clubs and organisations that can demonstrate fair and equitable business practices and are identified	S and Ongoing

No.	Recommendation	Rationale	Timing
	of securing the required level funding in accordance with the relevant program guidelines.	as a priority under the assessment criteria referenced at No.1 above	
11	The Shire should pursue a shared use agreement with Jurien Bay District High School and Cervantes Primary School to develop effective partnerships and access for shared community sport and recreation facilities on Department of Education Land.	Opportunities to offset future requirement and improve utilisation of Shire owned facilities may be available through other providers such as school sport and community facilities. Any agreement for shared use of infrastructure to benefit both parties would be subject to a rigorous business plan.	S-M
12	The Shire will commit to Master Planning all sporting precincts in consultation with the community will review the current policy for duplicated sport and recreation facilities in each of the four towns, with the intention of specialising or consolidating activities and facilities to suit the unique town environments and in consideration of the greater region's existing facilities.	The need to consolidate and rationalise existing infrastructure is necessary to enable clubs and organisations to maintain services and their ongoing viability.	S
13	The Shire should in conjunction with clubs and organisations seek to promote and coordinate events and activities.	Promoting events will assist clubs to enhance their revenue streams and overall viability.	S-M
14	The Shire should continue to facilitate support for volunteers to build capacity within each townsite to undertake all management responsibilities associated with sport and recreation service delivery.	There are a range of club / organisational education and development support programs available through state government and State Sporting Associations and which require targeted coordination.	S and Ongoing
15	The Shire should seek to develop and support clubs and organisations in attracting grant opportunities to improve energy efficiencies and installation of renewable energy options in all sport and recreation townsite facilities.	The Shire is supportive of the use of renewable energy and reducing ongoing operational costs associated with the management of townsite sport and recreation facilities.	S and Ongoing

8.2 Cervantes

Table 21 incorporates the recommendations specifically related to the Cervantes Townsite.

Table 21: Proposed Cervantes Recommendations

No.	Recommendation	Rationale	Timing
16	<p>Precinct Master Plan: The Shire should commit to undertake the master planning of the Cervantes Reserve and all subsequent recommendations are to be in accordance with this long-term plan.</p>	<p>The current level of infrastructure has been developed in an ad hoc manner over a number of years, is inefficient and adversely impacting on the long term financial viability of the precinct.</p>	S
17	<p>Cervantes Community Recreation Centre (CCRC): As an immediate priority the Shire should address asset management obligations to address issues with the roof leaking. In the longer term the Shire should work with the CCRC management body to develop a phased implementation plan align to the Shire Long Term Financial Plan and potential funding opportunities to consider:</p> <ul style="list-style-type: none"> Enhanced air flow throughout the CCRC. Enhancements to the building entry to provide a prominent entry statement and improve disability access with a focus on improving the functionality of the library space and redesign for improved internal circulation. Potential of the mezzanine for increased functionality. 	<p>The building has immediate asset improvement requirements which need to be addressed. In the medium to longer term the functionality of the building should be addressed through reviewing both the entry and internal functionality of the building. Development works should be staged in accordance with availability of financial resources.</p>	S
18	<p>Cervantes Country Club: The Shire should work with the management committee to secure the long-term viable future of the CCC and inclusion in a master plan for the recreation precinct. This would initially include the development of a needs analysis based on a review of the current facility and operations, to determine areas which may be redeveloped to accommodate alternative users and /or reduce operational space.</p>	<p>The current country club operations have been struggling due to the extensive facility and lack of income. The business model is in need of review as is the extent of facility infrastructure with a view to reducing overheads and increasing use.</p>	S

No.	Recommendation	Rationale	Timing
19	Cervantes Golf Club: The Shire should work with the club to assist in increasing its financial viability to secure its long-term future and integration of operations with those of the CCC. This should be considered as part of the Precinct Master Plan	The golf club requires support if it is to be retained as a viable business. This needs to be part of the broader CCC business planning review.	S-M
20	Cervantes Men's Shed: The Shire should work in partnership with Cervantes Men's Shed and Cervantes Bowling Club with a view to relocating and constructing a Men's Shed on suitable land adjacent to CCC. This would be undertaken in accordance with the Precinct Master Plan having regard to the long-term business plan and review of the CCC functionality to ensure where practicable, the use of shared infrastructure such as car parking and meeting facilities is maximised.	The current location of the Men's Shed is unsustainable. A new site within the recreation precinct should be designated in proximity to existing facilities where resources could be shared, and alignments maximised.	S-M
21	Cervantes Historical Society: The Shire is committed to support the re-location of the Historical Society into a suitable premises and should advocate for and support the process. Consideration will also be given to potential co-location at CCC as part of the facility review.	A short – medium term location has been leased at the old Cervantes Health Centre.	M
22	Turquoise Way Cycleway: The Shire should advocate for the funding and completion of the Turquoise Way cycleway from Cervantes to Hill River as a high priority for connectivity between communities and as a tourism attractor.	This has and continues to be a key priority of the Shire and residents of the townsite as a mechanism to attract tourist and connect coastal population centres.	S-L
23	Tranquillo Park: The Shire is committed to support the community use and upkeep of the park and do not anticipate further development of the site.	The current facilities are suited to the site, with pathway connections throughout Cervantes needed to connect youth facilities in particular.	M
24	Cervantes Foreshore Development: To continue to attract investment to complete the Master Plan and provide an enhanced service offering local residents and tourists.	The Shire is committed to the development of the foreshore as a visitor attractor and to provide a range of opportunities for local residents.	S-M

8.3 Dandaragan

The following recommendations are specifically related to the Dandaragan Sport and recreation Precinct and sporting infrastructure within close proximity.

Table 22: Proposed Dandaragan Recommendations

No.	Recommendation	Rationale	Timing
	Master Plan		
25	<p>Dandaragan Community Centre (DCC): The Shire should commit to develop a Precinct Master Plan which will review in conjunction with the management body, the current shortfalls in the facility functionality and a staged intervention to incorporate:</p> <ul style="list-style-type: none"> • Upgrade to female changerooms. • Upgrade to septic tanks and hot water system • A review of current storage. • A review of site servicing. • Renewal the play space adjacent to the DCC and provide youth facilities. Consideration of ongoing funding models. 	<p>The current facility needs investment, and it is important that the full extent of facility improvements required in order that an appropriate staged plan of action can be put in place.</p>	S-M
26	<p>Dandaragan Community Recreation Club (DCRC): The Shire should support the club in securing funding for upgrades to the kitchen and toilets to meet contemporary standards.</p>	<p>It is evident that while the club facilities are in good order, the future investment remains unclear. Concern has been expressed with regard to the ability to generate funding to undertake the necessary improvements and asset replacement.</p>	M
27	<p>Wolba Wolba (Aggies Cottage): The Shire should support the development of a business plan for Wolba Wolba in consideration of the events demand and its high heritage and amenity value and potential to enhance the district and tourism / events market. In conjunction with the Wolba Wolba Management Committee the Shire should seek to have rectified any non-compliant developments on site.</p>	<p>The cottage has the potential to provide a local function space and attract visitors to the area. It does however need to be part of a broader business plan, considering food and service viability of the wider district facilities, and which also seeks to regularise activities.</p>	M

No.	Recommendation	Rationale	Timing
28	<p>Dandaragan Golf Club: The Shire should work in partnership with the golf club to review the built facilities and vegetation of the Dandaragan Golf Course, in consideration of the site's long-term amenity and uses.</p> <p>Consideration should be given to tree protection, course amenity improvements and compatible activities such as parkland amenity, bushfire buffering, hiking and bicycle uses.</p>	<p>The current facility is a winter only course. Recognition of its town values and potential multiple uses would assist with its financial viability.</p>	M

8.4 Badgingarra

The following recommendations are specifically related to the Badgingarra Community Centre:

Table 23: Proposed Badgingarra Recommendations

No.	Recommendation	Rationale	Timing
29	<p>Badgingarra Community Centre and Adjacent Sporting Facilities: In the short to medium term the Shire should commit to develop a Precinct Master Plan to assist the Badgingarra Community Centre Management (BCCM) body in reviewing the current shortfalls in the facility functionality and asset management and renewal. This will principally focus on:</p> <ul style="list-style-type: none"> • The replacement of inefficient room heating and cooling for the main function area with a modern cost-effective alternative solution. • Asset renewal and replacement funding through the management committee. • The consideration of multi-marking the hard surface tennis courts for basketball and other compatible uses. • To consider how future building renewal will be undertaken and determine with the community an appropriate scale and focus on multi-purpose internal spaces. 	<p>The current facility is in need of some upgrades to ensure it meets the needs of the community, is appropriately sized and fit for purpose with financial capability for management of the asset.</p> <p>In the first instance this should be explored to ascertain whether the facility can continue to be managed without additional financial input from the Shire.</p> <p>Subject to the outcome of an initial review, and needs analysis, the Shire would work with the management committee and sporting groups to plan for building renewal, particularly for the Hall, which has a finite life and is the oldest and least utilised internal space at the complex.</p>	S-M

8.5 Jurien Bay

The following recommendations are specifically related to the Townsite of Jurien Bay:

Table 24: Proposed Jurien Bay Recommendations

No.	Recommendation	Rationale	Timing
32	<p>The precinct - JSRC, AFL oval and grounds: The Shire should support the management committee and sporting clubs in the development of a Precinct Master Plan which should seek to review existing infrastructure and increase the viability of all sporting clubs / users. This potentially includes:</p> <ul style="list-style-type: none"> • A greater alignment with Jurien Bay Netball Courts and Jurien Bay Tennis Courts. • The future use of Jurien Hall. • Consolidation of site entry and car parking. • Longer term repositioning of outbuildings, such as the netball / AFL shed (excluding the recently completed Progress Association and Men's Shed) to reduce the site building footprint. • The ongoing development of Jurien Sport and Recreation Centre: Accessibility, compliance and additional gender diverse changeroom and toilet facilities (with the potential to convert existing changing facilities into gender diverse facilities). • Immediate asset improvements which need to be addressed including water ingress and treating the external shade fronting the oval. • AFL clubroom which needs to be compliant with the building code and liquor license. • Site security and surveillance. 	<p>There is a clear need to develop a plan to review the sport and recreation infrastructure on site, which comprises a number of competing facilities and ad hoc building development. The objective should be to develop a hub adjacent to the oval, including consolidation of club facilities, courts, function, activity, storage and parking spaces. This is necessary to ensure the financial viability of clubs and sporting / recreational infrastructure is secured. It is consistent with many local government approaches in seeking to reduce asset maintenance and ongoing excessive operational costs.</p> <p>In the short term there is a need to address a variety of asset maintenance and functionality concerns with the current building. A plan of action is required whereby investment can be staged and managed effectively. It will be necessary to put this in place prior to any long term master planning is undertaken to ensure the effective expenditure of current resources.</p>	S-M

No.	Recommendation	Rationale	Timing
	<ul style="list-style-type: none"> The future of the bowling clubhouse (and relative support from members for co-location) and whether the facility can be incorporated as part of the JSRC through its re-alignment. <p>A clear business rationale will need to be developed for any future potential investment and applications for grant assistance.</p>		
33	Jurien Bay Foreshore Development: To continue to attract investment to complete the Master Plan and provide an enhanced service offering for local residents and tourists.	The Shire is committed to the development of the foreshore as a visitor attractor and to provide opportunities for local residents.	S
34	Jurien Bowling Club. The Shire should work with representatives of the bowling club to manage the facility in accordance with the lease.	In the longer term however the future of the club and adjacent JSRC is likely to be dependent or considered in the context of developing a co-located club service hub.	S
35	Jurien Bay Golf Course: The Shire should provide ongoing support in facilitating grant opportunities to extend the service offered on site to assist in maintaining the clubs ongoing viability.	The club is self-sufficient but require support in the development of the facility and its membership base.	S-L
36	The Equestrian club: The Shire should work with the club to ensure compliance with relevant standards and to ensure the land use is consistent with its current zoning.	It will be necessary to ensure the facility continues to provide an equine resource to the townsite community.	S
37	Jurien Bay Motocross and Karting Club: The Shire should work with the clubs to assist with the coordination of activities and site servicing for the Karting and Motocross clubs and ensure all infrastructure is approved and complies with relevant standards.	To ensure the long term viability of both clubs it will be important to plan for infrastructure and share services.	S-M

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6.1 C-6SRF01 – Sport and Recreation Funding

PART A- Policy

Objective

The objective of this Policy is to set out how the Shire of Dandaragan (Shire) will provide assistance to sporting and recreational groups for funding:

1. capital infrastructure for sporting and recreational facilities; and
2. non-consumable sporting and recreational equipment.

Policy Statement

Council recognises and values the important part that excellent sporting and recreational facilities and equipment play in the community. It is committed to ensuring that adequate funding is provided to assist in the provision and maintenance of these facilities and the groups that utilise them.

In order to meet this objective, the Shire has established the following two funds through which annual grants will be made available:

1. Sporting and Recreational Capital Works Fund; and
2. Tronox Management and Shire of Dandaragan Sporting and Recreation Facilities Fund

The Shire will also provide in-kind site works to provide a level site for the construction of buildings and other infrastructure by community groups on reserves vested within the Shire at the discretion of the Chief Executive Officer.

PART B - Management Procedures

Detail

1. Sporting and Recreational Capital Works Fund

1.1 Funding and Purpose

The Shire will in its annual budget allocate 1% of total budgeted rates to assist sporting and recreational groups with the replacement, renewal and improvement of capital infrastructure.

1.2 Funding cycle

Applications to the program will be received and considered in accordance with the following timeframes:

Funding round advertised: April

Funding round closes: Mid- May

Applications considered by Council: June / July

Sporting and recreational groups are encouraged to discuss their projects with Shire staff as early as possible to facilitate the greatest chance of funding success.

1.3 Eligible Applications.

To be eligible for funding under this program applicants must have;

- (i) Submitted a Community Sport Recreation Facilities Fund Application (CSRFF) to the Department of Local Government, Sport and Cultural Industries' or submitted an application to another funding source for the project.
- (ii) An own source contribution comprising a minimum of 1/6th of the total project cost in cash.
- (iii) In determining applications to this fund the Council will give priority to applications that;
 - have successfully sourced CSRFF funds or other source of funding;
 - can demonstrate that their organisation has a strong membership base and is financially sustainable;
 - can demonstrate strong demand for the proposed infrastructure; and
 - can deliver projects without the organisation requiring loan funds.
- (iv) Applicants that have been unsuccessful in a CSRFF application, or other major funding process, remain eligible for funding under this program, however Council's total commitment will not exceed 50% of the approved project budget or the maximum annual funding allocation in a given year.
- (v) Requests must be for a total project cost of greater than \$40,000 (exc GST).

1.4 Funding of Projects

Where more than one request is received in any year, projects will be prioritised by Council. Council may allocate the full funding allocation or part thereof to the requests for funding received.

1.5 Unallocated Fund Monies.

Unless specifically determined by Council any unallocated funds from a given year will be transferred to the Sport and Recreation Reserve for reallocation in a subsequent year.

2. Tronox Management and Shire of Dandaragan Sporting and Recreation Facilities Fund

2.1 Funding and Purpose.

The Shire will, in its annual budget, allocate at least \$15,000 to be matched by Tronox, to fund the Tronox Management and Shire of Dandaragan Sporting and Recreation Facilities Fund.

The purpose of the program is to assist community-based organisations to purchase non-consumable equipment and provide small grants to undertake projects.

2.2 Funding cycle.

Funding round advertised: April

Funding round closes: End of May

Staff review and assist applicants to ensure eligibility and completeness: June

Applications considered by committee: July

Applications considered by Council: August

2.3 Eligible Applications.

To be eligible for funding applicants must meet the Assessment Criteria as determined by the committee in accordance with this policy.

2.4 Assessment of Applications.

A committee comprising of two representatives from each of the Shire's community ratepayer groups,, a representative from Tronox Management, the Shire President and a non-voting staff member shall be established on an annual basis to make recommendations to Council in relation to the funding of the applications.

In making its recommendation to Council the committee shall take into consideration the Sport and Recreation Facilities Fund assessment criteria including the following items:

- (i) The membership base of the applicant's organisation.
- (ii) The demonstrated need for the equipment/project.
- (iii) The financial sustainability of the applicant's organisation.

- (iv) The extent of previous funding under this program to the applicant organisation over the past 5 years.
- (v) The extent to which the applicant has attempted to seek funding from alternative sources.
- (vi) All large applications (total grant request of \$5,000 or more) must provide written evidence that at least one application to another funding body has been made.

2.5 Determination of Applications

In determining the applications the Council will give consideration to;

- (i) The recommendations of the Committee.
- (ii) Whether or not applications are consistent with the strategic direction of the Shire.

Policy Number	6.1 – C-6SRF01
Adopted by Council	23 May 2019
Amended	23 June 2022

5.5 C-5PAPAP05 – Public Art and Percent for Art Policy

PART A - Policy

Objective

The objective of this Policy is to:

- Promote public awareness of the cultural, social, and economic value of art and culture by providing high-quality, innovative, inspiring, and diverse public art within the Shire of Dandaragan.
- Be aspirational in our vision to enhance the utility and amenity of public places and spaces by incorporating public art into the built and natural environment to enhance sense of place and community identity.
- Engage the community, activate imaginations, and generate appreciation of cultural and natural and built heritage.
- Encourage cultural tourism by increasing the appeal of the region to visitors through a variety of art forms and cultural practices.

Policy Statement

The Shire of Dandaragan and Council value creative and cultural arts and supports their continued growth in the public domain such as town centres, main streets, town squares and parks within the Shire's boundaries by the installation of public art.

The Shire of Dandaragan Vibrant Communities Arts and Culture Plan (2020) identified a key action to develop and adopt a Public Art Policy to support co-creation and commissioning of public art in public spaces. This policy applies to all public art developed and managed by the Shire of Dandaragan, and the provision of public art commissioned by third parties in public spaces. The policy defines the process for the provision of:

- Permanent and temporary public art located on Shire land and public open space;
- Public art commissioned by private enterprise, property developers, community groups, associations, business or other third parties;
- Public art commissioned and produced by third parties transferred or donated to the Shire;
- Percent for Art cash contribution payments by private developers.

To achieve these objectives, the Shire of Dandaragan will:

1. Encourage private developers to undertake a commitment to allocate funds to public art in accordance with 1.6;
2. Allocate 1% of the gross yield of budgeted rates income to the Shire of Dandaragan Public Arts Fund (Percent for Public Art) at the beginning of each financial year to be expended in accordance with this policy.

In addition, the Shire will:

- Support the development of high quality, innovative, inspiring, and diverse public art on public open space and private land in the Shire of Dandaragan;
- Follow best practice principles in commissioning, managing, maintaining and de-accessioning public art;
- Collaborate with third parties to facilitate the provision of public art on private land and public open space according to these principles. Submissions can be submitted throughout the year and will be reviewed and selected in preparation for annual budget deliberations;

- Work with third parties to pursue a range of funding options to encourage the commissioning, production, and installation of high-quality, inspirational public artworks in the public realm;
- Adopt a target of supporting, funding or developing new artwork each year;
- Maintain a register of all public art under the Shire's management.

PART B - Management Procedures

1.1 Objective

The objective of these Procedures and the Policy is to provide guidelines for a consistent approach for all public art support and provision, and percent for art practice for the Shire of Dandaragan.

1.2 Scope

Public art in the Shire of Dandaragan will include but not be limited to references to:

- Yued Country, culture, people, and history;
- Maritime heritage and settler history;
- The biodiverse natural environment;
- The marine environment;
- Local cultural and social life and contemporary community interests;
- Celebration or commemoration of events;
- Innovative or current topics.

Public art will:

- Consider the context and profile of the location;
- Contribute to sense of place and cultural tourism;
- Promote artistic excellence, quality, and skill, and encourage innovation;
- Reflect diverse forms of artistic practice, materials and approaches including:
 - Free-standing
 - Integrated
 - Applied
 - Installation
 - Temporary
- Involve consultation with Traditional Custodians, where appropriate;
- Involve community consultation and/or collaboration, where appropriate;
- Consider public access and safety;
- Address maintenance, conservation, and disposal issues.

Wherever appropriate, a professional artist, or artist team lead by a professional artist, will be commissioned to produce public art that aspires to high standards of creativity, integrity, and innovation.

The Shire of Dandaragan will adopt a target of budgeting for one new art project at each annual budget to enable the development of the Shire as a creative, innovative, and proactive local government body. The value and type of public art will differ from year to year and be determined by Council after consideration of project ideas. The community and artists are encouraged to approach Shire staff with ideas and possible art projects. Alternatively, staff will take a proactive role to developing innovative, creative, and diverse art projects to be developed and reviewed at annual budget deliberations. The value of each project is only limited by the funds available at that time in the Shire of Dandaragan Public Arts Fund (Percent for Public Art), however it is intended that the Fund will build over time to fund larger projects planned and developed over several years.

1.3 Definitions

For the purposes of the Policy and these procedures:

Public art	Refers to artworks in any medium created with deliberate artistic intent to be clearly visible and experienced in publicly accessible space. It can be located on public land or private property that contributes to public space. Public art may be permanent, temporary, or ephemeral.
Permanent Public Art	Means enduring artworks designed to be situated in a location for an expected lifespan of 5 to 25 years.
Temporary Public Art	Means installations and artist-led actions that occur in a location for between 1 day and 5 years.
Integrated Artwork	Means works that are incorporated into interior or exterior fabric of a building such as walls, ceilings, floor surfaces, glazing, screens, rather than attached or installed in proximity.
Applied Artwork	Means work that is applied or attached to an interior or exterior surface, and includes commissioned paintings and murals produced in any medium.
Public Art Exclusions	Refers to mass produced objects, fixings, functional elements or equipment made to a standard design by an architect, landscape architect or design consultant and not designed by the artist or team of artists selected through a commissioning process.
Ephemeral Art	Refers to work that is not permanent, including temporary installations, performance art, pop-up exhibitions, or work that is designed to deteriorate without leaving any trace.
Professional Artist	Refers to someone with an established track record of creating and exhibiting artworks. Professional artists may be categorised as established, mid-career or emerging.
Emerging Artist	Refers to someone who has a tertiary qualification in the visual arts and who is at an early stage of their professional career.

1.4 Exclusions to Public Art

Art projects ineligible for consideration within this Policy or funded through the Public Arts Fund (Percent for Public Art) include:

- commercial promotions in any form;
- directional elements such as supergraphics, signage or colour coding;
- 'art objects' which are mass produced such as fountains, statuary or playground equipment;
- most art reproductions;
- landscaping or generic hardscaping elements which would normally be associated with the project, however murals on external infrastructure walls are eligible;
- services or utilities necessary to operate or maintain artworks; and
- projects considered predominantly performance art, events or activities.

Arts and Culture

1.5 Commissioning Models

1. Open Invitation refers to a process where individual artists and/or artist teams respond to a brief following a call for Expressions of Interest (EOI). Two stages will include:
 - Shortlisting a select number of artists from the EOI submissions who develop their proposal further for an agreed fee.
 - Shortlisted artists present their concept to a selection panel who select and approve one artist or an artist team. Selection panels are structured in the following way:
 - a) Shire of Dandaragan officer coordinating the project, plus a staff member of the Infrastructure, Development, and Community Services departments and the Chief Executive Officer will meet to review and select successful recipient for projects where the total value of the artwork is up to and including \$10,000.
 - b) The Shire of Dandaragan Public Arts Committee will meet to review and make recommendations to Council for endorsement of projects where the total value of the artwork is greater than \$10,000.
 - c) When the Open Invitation commissioning model is undertaken for a Percent for Art project on Shire-owned or managed land, the Shire CEO (or representative) will be required to be invited to join the developer's selection panel.
2. Limited Invitation refers to a select number of artists being invited to respond to a brief or present the scope of their practice or concept to a panel, as per 1.5.1(a)/(b)/(c). This model can be used for commissions up to \$20,000.
3. Community Participatory projects involve input from community members at any stage from design to installation, under the guidance of a principal artist or experienced community arts worker. Projects of this nature will be required to invite the Shire of Dandaragan CEO (or representative to join the selection panel).

1.6 Percent for Art

The Shire of Dandaragan encourages developers of green field subdivisions, industrial development projects and other mixed use, commercial, civic, institutional, educational projects or public works, and all new and revitalisation landscaping projects, to allocate a minimum of one percent of the capital cost of projects with a capital cost of \$500,000 or more, to the installation of public art.

When creating a Percent for Art public art project, developers should use the Open Invitation model to ensure the artwork demonstrates value for money and encourages quality submissions.

The creation of a Percent for Art public artwork should take site and context into consideration as part of the process.

No artist under consideration for a Percent for Art commission should have a familial relationship to the Developer or a financial interest in the development. If the Percent for Art commission involves First Australians' histories or themes, Yued, Aboriginal or Torres Strait Islander artists are exempt from this expectation and would be eligible for consideration.

Local artists should be considered using the same selection criteria as non-local artists for any Percent for Art commission.

It is expected that Percent for Art projects are led by a professional artist who fulfills at least two of the following categories, in addition to holding an ABN:

- a tertiary qualification in the visual arts, or other art forms when the brief calls for it, such as multimedia, writing, performance, writing;
- a track record of exhibiting artwork at reputable art galleries, for example a State regional public gallery, or recognised commercial gallery;
- their work is represented in major public, corporate or private collections;
- earns more than 50% of their income from arts-related activities, such as public art commission, teaching, sales of their original artworks.

If the project has First Australians' histories or themes, it is encouraged that the commissioned artist/s has/have a link to the Country on which the artwork is being developed. If the commissioned artist/s has/have no link to Country on which the artwork is based, permission must be given to work on Country by Yued Elders.

Emerging artists should not be the lead artist in a Percent for Art initiative, however emerging artists could be considered to work as part of a project team.

Public Art provided pursuant to these provisions should be provided on site, or on Shire-managed land immediately adjacent to the site, in a location approved by the Shire. If this is not appropriate, the artwork may be developed within the town closest to the development. If the development is at equal distances from two towns in the Shire, the developer may elect which town the artwork is to be developed, with approval from the Shire.

Upon completion of the artwork, artwork developers will be required to submit information contained in a report for the artwork to be included on the Shire of Dandaragan Asset Management Register and information contained therein will be used for the purposes of managing and maintaining the artwork as a Shire asset. The report must include details of the artwork including name; artist; artist contact details; materials used; engineering/design drawings; and maintenance manual, within 4 weeks of completion of the artwork on site.

Alternatively, the proponent may choose to satisfy the contribution through a cash contribution payment towards public artwork. The cash contribution option refers to a financial payment made by a developer or landowner to the same value of the Percent for Art opportunity for the purpose of providing an alternative artistic solution.

Such cash contribution payments are to be paid to the Shire of Dandaragan Public Arts Fund (Percent for Public Art) and expended in accordance with this policy. Funds contributed to the PAF may be combined with existing or future PAF (or other) funds to enable a pooling for substantial, integrated, and themed artwork rather than ad hoc artworks.

Commissioning for art projects funded through the Shire of Dandaragan Public Arts Fund (Percent for Public Art) from cash contributions are to be determined by the Shire of Dandaragan using the relevant Commissioning Models (1.5). Projects managed by the Shire of Dandaragan utilising funds from the Public Arts Fund (Percent for Public Art) will be developed in the vicinity or townsite of the development from which the original cash contribution was received. Consideration of the site, location and value of the artwork is at the discretion of the Chief Executive Officer and the relevant Commissioning Model (1.5).

Ephemeral artworks, particularly performances, events or activities are not considered appropriate for Percent for Art (or cash contribution) projects.

1.7 Eligible Costs

Costs associated with the production of an art project may include:

- professional artist's budget, including artist fees, Request for Proposal, material, assistants' labour costs, insurance, permits, taxes, business and legal expenses, operating costs, and art consultant's fees if these are necessary and reasonable;
- fabrication and installation of artwork;
- site preparation;
- structures enabling the artist to display the artwork;
- documentation of the artwork; and
- acknowledgment plaque identifying the artist, artwork and development(s) from which funding was obtained.

1.8 Authority for Selection of Artwork

1. Minor public art project with a value of up to \$10,000
 - Shire Project Lead, in consultation with CEO and staff representatives from development, infrastructure and community services.*
2. public art project with a value greater than \$10,000
 - The Shire of Dandaragan Public Arts Committee will coordinate the selection in accordance with the Terms of Reference for the Committee.
 - Council endorsement of the recommended project design and final selection is required.
3. Public art projects coordinated by community groups must invite the Shire of Dandaragan CEO (or representative) to be part of the selection panel.

**Excluding the Cervantes Art Festival Shire of Dandaragan Art Prize.*

1.9 Working with Aboriginal and Torres Strait Islander artists and communities

The Shire of Dandaragan commits to best practice in encouraging consultation with the Yued Aboriginal community who are custodians of any intended sites of public art in the Shire. We acknowledge all places in the Shire have a connection to Indigenous traditional owners, who will hold valuable insights and expertise on the history and cultural practices associated with project sites. The Shire will recognise and respect these cultural connections to sites and places and consult with Yued Elders with regards to both the proposed sites and commissioned artworks.

Where Selection Panels are established as per 1.5.1(b), traditional owners will be invited to attend a committee meeting in a paid role in recognition of their expert cultural advice. The payment will not exceed \$150 per panel meeting.

If the project contains First Australians themes and histories, Yued, Aboriginal or Torres Strait Islander artists will be specifically invited to submit via an Expression of Interest as per the Open or Limited Invitation commissioning model. Criteria will be ranked to reflect the preference for Aboriginal and Torres Strait Islander artists in addition to the detailed specification of the requirement and pre-determined evaluation criteria.

1.10 Artist Brief

The Shire of Dandaragan or Percent for Art representative will prepare an Artist Brief outlining:

- Project background, context, scope, and objectives (social and aesthetic);
- Location and characteristics of the site;
- Reference to relevant master plans and heritage information, where appropriate;
- Technical requirements, constraints, and parameters for the art form and/or materials;
- Project budget;
- Level of community consultation to be undertaken;
- Submission selection criteria;
- Whether additional weighting will be added for local artists;
- Timeframe for the commencement and completion of the artwork and any other key milestones;
- Sub-contracting options and responsibilities, where appropriate;
- Contract arrangements;
- Closing date for submission;
- Project contact person and information.

1.11 Expression of Interest (EOI)

Artist Brief will be released through an EOI process inviting artists to express their interest in the project by submitting:

- A CV outlining their art practice, qualifications, and relevant arts experience;
- Written responses to the artist brief demonstrating experience relevant to the selection criteria and intended approach;
- Relevant images of past artworks;
- Indication of availability within proposed timeframe.

The EOI process will involve:

- Distribution of project information via professional visual arts organisations and networks such as Artsource, NAVA, Arts Hub and Regional Arts WA, through regional community organisations and local newspapers;
- Percent for Art projects will be advertised on Vendor Panel;
- EOIs will remain open for 3-4 weeks. Large commissions may be open for longer;
- Submissions received from individual artists and / or artist teams will be assessed against the selection criteria by the relevant selection authority outlined in 1.8;
- Following assessment, between 2 and 5 artists / artist teams will be shortlisted and invited to proceed to the design concept stage;
- All artists will be notified in writing of the outcome of the EOI process;
- All deliberations of the selection process will remain confidential, however unsuccessful artists may seek feedback on their submission.

1.12 Shortlisting

Selection criteria may include:

- Quality of application and strength and/or relevance of intended approach;
- Calibre and track record of the artist / artist team;
- Evidence of experience, appropriate skills and specialist expertise is required;
- Support material;

- Suitability of the artist's practice to the context and profile of the project;
- Material selection and maintenance considerations.

Criteria specific to each project will be assessed taking into account the Shire of Dandaragan's Regional Price Preference Policy (1.3 C-1RPP03).

1.13 Design Concept

Shortlisted artists will be asked to submit a detailed design concept. An agreed fee will be paid to all shortlisted artists to assist with the development and production of a design concept. The fee (per concept design) will not exceed 5% of the project budget. The fee will not include rights to concepts, drawings, maquettes, or models submitted as part of the process, which remain the property of the artist.

Artists will be given 4 weeks to submit their design concept. Variations to this schedule may occur depending on the scope and complexity of the commission.

The design concept will include:

- A written description of the artwork and response to the project theme;
- Drawings, sketches and/or digital images indicating the location, scale, and materials of the proposed artwork;
- 3D model, where appropriate;
- Material samples, where appropriate;
- Methodology for community consultation and/or participation in the project, if appropriate;
- Details of major fabricators, industry collaborators and other professionals required to produce the artwork;
- Preliminary budget or cost estimates;
- Work program and payment schedule;
- Proof of relevant insurances, including Public Liability, Professional Indemnity and Workers Compensation;
- Safe Work Method Statement;
- Preliminary details of installation requirements.

1.14 Final Selection

The design concepts will be selected according to process outlined in 1.8 using a set of criteria similar to the EOI process:

- Response to the brief;
- Artists understanding of the project objectives;
- Quality and creativity of the proposal;
- Previous experience and appropriate level of skill to match the project requirements;
- Demonstrated ability to work collaboratively with the project team/community;
- Realistic, or within set, budget;
- Work program and payment schedule.

1.15 Contract

The successful artist or artist team will be invited to enter into a contract with the Shire. The contract will include:

- Contact details for the artist / artist team;
- Concept design approval with image attached;
- Attribution details and copyright agreement;
- Work program with commencement date, progress milestones and completion / handover date;
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- Variations, changes (number, reasons, process to approve), penalties, dispute resolution procedures;
- Insurance requirements;
- Indication of preferred sub-contractors, if relevant;
- Indigenous cultural and intellectual property rights (copyright) and protocols, if appropriate;
- Maintenance and repair procedures, and defects liability (up to 12 months);
- Expected lifespan of artwork;
- Terms around change of property management or ownership;
- Obligations of all parties and specific requirements of the project, such as who:
 - Pays for preparatory site work such as services and fixtures
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Since 2000, moral rights legislation has protected artists. In brief, an artist's moral rights are infringed if:

- their work is not attributed or credited;
- their work is falsely attributed to someone else; or
- their work is treated in a derogatory way by distorting, modifying or removing it without their knowledge or consent.

In practical terms this means that all artworks should have the artist's name on or attached to it, that the Shire cannot change an artwork in any way without seeking the artist's permission; likewise, cannot remove or re-locate the artwork without seeking the artist's permission. In the case that an artist has moved, and the Shire cannot find them, evidence that a reasonable attempt to find the artist must be provided on request.

1.17 Acknowledgement of Artwork

In line with moral rights legislation, the Shire (or developer where the artwork is situated on private land) should install a plaque or plate near each artwork, acknowledging the name of the artist, and the name of the person, agency or company who funded the artwork.

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Fees paid to artists invited to submit a Concept Design, or selected as the successful artist for a project, will be credited to the value of the Public Art project. The amount paid will be at the discretion of the proponent and in proportion to the overall artwork budget. The Concept Design fees will be paid after the proposal has been submitted and deemed to comply with the requirements. The artist commission fee will be paid

as per the agreed Payment Schedule in the Public Art Commission Agreement between the artist and the Shire of Dandaragan and will not exceed 20% of the project budget.

2.1 Shire of Dandaragan Art Prize

The Shire of Dandaragan will contribute \$3,000 to the Cervantes Cultural Committees, for their biannual Cervantes Art Festival to purchase art, as the Shire of Dandaragan Art Prize (acquired).

The chosen piece will be determined by the Shire President or delegate, who will seek guidance from the judges. The artwork will be acquired by the Shire as part of its art collection.

Policy Number	5.5 – C-5PAPAP05
Adopted by Council	24 March 2022
Amended	

5. Community

5.5 C-5PAPAP05 – Public Art and Percent for Art Policy

PART A - Policy

Objective

The objective of this Policy is to:

- Promote public awareness of the cultural, social, and economic value of art and culture by providing high-quality, innovative, inspiring, and diverse public art within the Shire of Dandaragan.
- Be aspirational in our vision to enhance the utility and amenity of public places and spaces by incorporating public art into the built and natural environment to enhance sense of place and community identity.
- Engage the community, activate imaginations, and generate appreciation of cultural and natural and built heritage.
- Encourage cultural tourism by increasing the appeal of the region to visitors through a variety of art forms and cultural practices.

Policy Statement

The Shire of Dandaragan and Council value creative and cultural arts and supports their continued growth in the public domain such as town centres, main streets, town squares and parks within the Shire's boundaries by the installation of public art.

The Shire of Dandaragan Vibrant Communities Arts and Culture Plan (2020) identified a key action to develop and adopt a Public Art Policy to support co-creation and commissioning of public art in public spaces. This policy applies to all public art developed and managed by the Shire of Dandaragan, and the provision of public art commissioned by third parties in public spaces. The policy defines the process for the provision of:

- Permanent and temporary public art located on Shire land and public open space;
- Public art commissioned by private enterprise, property developers, community groups, associations, business or other third parties;
- Public art commissioned and produced by third parties transferred or donated to the Shire;
- Percent for Art cash contribution payments by private developers.

To achieve these objectives, the Shire of Dandaragan will:

1. Encourage private developers to undertake a commitment to allocate funds to public art in accordance with 1.6;
2. Allocate 1% of the gross yield of budgeted rates income to the Shire of Dandaragan Public Arts Fund (Percent for Public Art) at the beginning of each financial year to be expended in accordance with this policy.

In addition, the Shire will:

- Support the development of high quality, innovative, inspiring, and diverse public art on public open space and private land in the Shire of Dandaragan;
- Follow best practice principles in commissioning, managing, maintaining and de-accessioning public art;
- Collaborate with third parties to facilitate the provision of public art on private land and public open space according to these principles. Submissions can be submitted

5. Community

throughout the year and will be reviewed and selected in preparation for annual budget deliberations;

- Work with third parties to pursue a range of funding options to encourage the commissioning, production, and installation of high-quality, inspirational public artworks in the public realm;
- Adopt a target of supporting, funding or developing new artwork each year;
- Maintain a register of all public art under the Shire's management.

5. Community

PART B - Management Procedures

1.1 Objective

The objective of these Procedures and the Policy is to provide guidelines for a consistent approach for all public art support and provision, and percent for art practice for the Shire of Dandaragan.

1.2 Scope

Public art in the Shire of Dandaragan will include but not be limited to references to:

- Yued Country, culture, people, and history;
- Maritime heritage and settler history;
- The biodiverse natural environment;
- The marine environment;
- Local cultural and social life and contemporary community interests;
- Celebration or commemoration of events;
- Innovative or current topics.

Public art will:

- Consider the context and profile of the location;
- Contribute to sense of place and cultural tourism;
- Promote artistic excellence, quality, and skill, and encourage innovation;
- Reflect diverse forms of artistic practice, materials and approaches including:
 - Free-standing
 - Integrated
 - Applied
 - Installation
 - Temporary
- Involve consultation with Traditional Custodians, where appropriate;
- Involve community consultation and/or collaboration, where appropriate;
- Consider public access and safety;
- Address maintenance, conservation, and disposal issues.

Wherever appropriate, a professional artist, or artist team lead by a professional artist, will be commissioned to produce public art that aspires to high standards of creativity, integrity, and innovation.

The Shire of Dandaragan will adopt a target of budgeting for one new art project at each annual budget to enable the development of the Shire as a creative, innovative, and proactive local government body. The value and type of public art will differ from year to year and be determined by Council after consideration of project ideas. The community and artists are encouraged to approach Shire staff with ideas and possible art projects. Alternatively, staff will take a proactive role to developing innovative, creative, and diverse art projects to be developed and reviewed at annual budget deliberations. The value of each project is only limited by the funds available at that time in the Shire of Dandaragan Public Arts Fund (Percent for Public Art), however it is intended that the Fund will build over time to fund larger projects planned and developed over several years.

1.3 Definitions

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For the purposes of the Policy and these procedures:

Public art	Refers to artworks in any medium created with deliberate artistic intent to be clearly visible and experienced in publicly accessible space. It can be located on public land or private property that contributes to public space. Public art may be permanent, temporary, or ephemeral.
Permanent Public Art	Means enduring artworks designed to be situated in a location for an expected lifespan of 5 to 25 years.
Temporary Public Art	Means installations and artist-led actions that occur in a location for between 1 day and 5 years.
Integrated Artwork	Means works that are incorporated into interior or exterior fabric of a building such as walls, ceilings, floor surfaces, glazing, screens, rather than attached or installed in proximity.
Applied Artwork	Means work that is applied or attached to an interior or exterior surface, and includes commissioned paintings and murals produced in any medium.
Public Art Exclusions	Refers to mass produced objects, fixings, functional elements or equipment made to a standard design by an architect, landscape architect or design consultant and not designed by the artist or team of artists selected through a commissioning process.
Ephemeral Art	Refers to work that is not permanent, including temporary installations, performance art, pop-up exhibitions, or work that is designed to deteriorate without leaving any trace.
Professional Artist	Refers to someone with an established track record of creating and exhibiting artworks. Professional artists may be categorised as established, mid-career or emerging.
Emerging Artist	Refers to someone who has a tertiary qualification in the visual arts and who is at an early stage of their professional career.

1.4 Exclusions to Public Art

Art projects ineligible for consideration within this Policy or funded through the Public Arts Fund (Percent for Public Art) include:

- commercial promotions in any form;
- directional elements such as supergraphics, signage or colour coding;
- 'art objects' which are mass produced such as fountains, statuary or playground equipment;
- most art reproductions;
- landscaping or generic hardscaping elements which would normally be associated with the project, however murals on external infrastructure walls are eligible;
- services or utilities necessary to operate or maintain artworks; and
- projects considered predominantly performance art, events or activities.

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1.5 Commissioning Models

1. Open Invitation refers to a process where individual artists and/or artist teams respond to a brief following a call for Expressions of Interest (EOI). Two stages will include:
 - Shortlisting a select number of artists from the EOI submissions who develop their proposal further for an agreed fee.
 - Shortlisted artists present their concept to a selection panel who select and approve one artist or an artist team. Selection panels are structured in the following way:
 - a) Shire of Dandaragan officer coordinating the project, plus a staff member of the Infrastructure, Development, and Community Services departments and the Chief Executive Officer will meet to review and select successful recipient for projects where the total value of the artwork is up to and including \$10,000.
 - b) The Shire of Dandaragan Public Arts Committee will meet to review and make recommendations to Council for endorsement of projects where the total value of the artwork is greater than \$10,000.
 - c) When the Open Invitation commissioning model is undertaken for a Percent for Art project on Shire-owned or managed land, the Shire CEO (or representative) will be required to be invited to join the developer's selection panel.
2. Limited Invitation refers to a select number of artists being invited to respond to a brief or present the scope of their practice or concept to a panel, as per 1.5.1(a)/(b)/(c). This model can be used for commissions up to \$20,000.
3. Community Participatory projects involve input from community members at any stage from design to installation, under the guidance of a principal artist or experienced community arts worker. Projects of this nature will be required to invite the Shire of Dandaragan CEO (or representative to join the selection panel).

1.6 Percent for Art

The Shire of Dandaragan encourages developers of green field subdivisions, industrial development projects and other mixed use, commercial, civic, institutional, educational projects or public works, and all new and revitalisation landscaping projects, to allocate a minimum of one percent of the capital cost of projects with a capital cost of \$500,000 or more, to the installation of public art.

When creating a Percent for Art public art project, developers should use the Open Invitation model to ensure the artwork demonstrates value for money and encourages quality submissions.

The creation of a Percent for Art public artwork should take site and context into consideration as part of the process.

No artist under consideration for a Percent for Art commission should have a familial relationship to the Developer or a financial interest in the development. If the Percent for Art commission involves First Australians' histories or themes, Yued, Aboriginal or Torres Strait Islander artists are exempt from this expectation and would be eligible for consideration.

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Local artists should be considered using the same selection criteria as non-local artists for any Percent for Art commission.

It is expected that Percent for Art projects are led by a professional artist who fulfills at least two of the following categories, in addition to holding an ABN:

- a tertiary qualification in the visual arts, or other art forms when the brief calls for it, such as multimedia, writing, performance, writing;
- a track record of exhibiting artwork at reputable art galleries, for example a State regional public gallery, or recognised commercial gallery;
- their work is represented in major public, corporate or private collections;
- earns more than 50% of their income from arts-related activities, such as public art commission, teaching, sales of their original artworks.

If the project has First Australians' histories or themes, it is encouraged that the commissioned artist/s has/have a link to the Country on which the artwork is being developed. If the commissioned artist/s has/have no link to Country on which the artwork is based, permission must be given to work on Country by Yued Elders.

Emerging artists should not be the lead artist in a Percent for Art initiative, however emerging artists could be considered to work as part of a project team.

Public Art provided pursuant to these provisions should be provided on site, or on Shire-managed land immediately adjacent to the site, in a location approved by the Shire. If this is not appropriate, the artwork may be developed within the town closest to the development. If the development is at equal distances from two towns in the Shire, the developer may elect which town the artwork is to be developed, with approval from the Shire.

Upon completion of the artwork, artwork developers will be required to submit information contained in a report for the artwork to be included on the Shire of Dandaragan Asset Management Register and information contained therein will be used for the purposes of managing and maintaining the artwork as a Shire asset. The report must include details of the artwork including name; artist; artist contact details; materials used; engineering/design drawings; and maintenance manual, within 4 weeks of completion of the artwork on site.

Alternatively, the proponent may choose to satisfy the contribution through a cash contribution payment towards public artwork. The cash contribution option refers to a financial payment made by a developer or landowner to the same value of the Percent for Art opportunity for the purpose of providing an alternative artistic solution.

Such cash contribution payments are to be paid to the Shire of Dandaragan Public Arts Fund (Percent for Public Art) and expended in accordance with this policy. Funds contributed to the PAF may be combined with existing or future PAF (or other) funds to enable a pooling for substantial, integrated, and themed artwork rather than ad hoc artworks.

Commissioning for art projects funded through the Shire of Dandaragan Public Arts Fund (Percent for Public Art) from cash contributions are to be determined by the Shire of Dandaragan using the relevant Commissioning Models (1.5). Projects managed by the Shire of Dandaragan utilising funds from the Public Arts Fund (Percent for Public Art) will be developed in the vicinity or townsite of the development from which the

5. Community

original cash contribution was received. Consideration of the site, location and value of the artwork is at the discretion of the Chief Executive Officer and the relevant Commissioning Model (1.5).

Ephemeral artworks, particularly performances, events or activities are not considered appropriate for Percent for Art (or cash contribution) projects.

1.7 Eligible Costs

Costs associated with the production of an art project may include:

- professional artist's budget, including artist fees, Request for Proposal, material, assistants' labour costs, insurance, permits, taxes, business and legal expenses, operating costs, and art consultant's fees if these are necessary and reasonable;
- fabrication and installation of artwork;
- site preparation;
- structures enabling the artist to display the artwork;
- documentation of the artwork; and
- acknowledgment plaque identifying the artist, artwork and development(s) from which funding was obtained.

1.8 Authority for Selection of Artwork

1. Minor public art project with a value of up to \$10,000
 - Shire Project Lead, in consultation with CEO and staff representatives from development, infrastructure and community services.
2. public art project with a value greater than \$10,000
 - The Shire of Dandaragan Public Arts Committee will coordinate the selection in accordance with the Terms of Reference for the Committee.
 - Council endorsement of the recommended project design and final selection is required.
3. Public art projects coordinated by community groups must invite the Shire of Dandaragan CEO (or representative) to be part of the selection panel.

1.9 Working with Aboriginal and Torres Strait Islander artists and communities

The Shire of Dandaragan commits to best practice in encouraging consultation with the Yued Aboriginal community who are custodians of any intended sites of public art in the Shire. We acknowledge all places in the Shire have a connection to Indigenous traditional owners, who will hold valuable insights and expertise on the history and cultural practices associated with project sites. The Shire will recognise and respect these cultural connections to sites and places and consult with Yued Elders with regards to both the proposed sites and commissioned artworks.

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5. Community

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5. Community

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The CEO
Shire of Dandaragan
By email

26 April 2023

Attention: Mr Brent Bailey

Dear Sir

Economic Development Grant Policy

Thank you for the opportunity to comment on the above draft policy.

This item was considered at our recent Chamber meeting.

The following points were made at that meeting and are relayed here as comments on the proposed policy:

- The expansion of the proposed maximum contribution per applicant from \$10,000 to \$30,000 is welcomed, and in our view more in line with the original intent of the Major Event Grant that was established in 2020/21.
- The co-contribution requirement (being 50% of the total project/event cost) is also supported, so long as the financial equivalent of in-kind contributions may be included in the calculation of the co-contribution.
- Given we are now at the end of April 2023, the Application Timeline of 1 March to 30 April suggested, appears to indicate that the current year's budgeted amount for the Major Events Grant will still apply until 30 June 2023 and this policy (if passed) applies to funding for 2023/24, with a decision on the grant award made by 30 June 2024. **We would appreciate confirmation of this.**
- Further, the stated requirement to deliver grant activity within one financial year suggests the earliest this grant could be utilised is 2024/25. This infers that no major project or event wishing to take advantage of this grant funding will likely occur until a **minimum of 18 months to two years from now**, as confirmation of the funding is likely required prior to organising said major project or event, which have significant lead times. Accordingly, we suggest a more flexible timeframe be adopted.
- The Chamber supports the Selection Process, Term and Conditions and Acquittal requirements as stated in the Draft Policy.





PO Box 753 Jurien Bay WA 6516
email. chamber@jurienbay.net

We look forward to Council's deliberations in the finalisation of this policy whilst we continue to work cooperatively with the Shire on the development of initiatives that further the economic development outcomes for the businesses and individual ratepayers.

To respond to or seek clarification of any aspects of this submission, please address our Secretary David Lantzke at secretary@jurienbay.net by email.

Yours faithfully

A handwritten signature in black ink, appearing to read "C. Strugnell", is written over a light grey circular stamp.

Clinton Strugnell - Chair



PROPOSED

Policy - Economic Development Grant

Updates to the Draft Policy document 202303 based on community feedback are **highlighted**

PART A - Policy

Objective

To provide a framework for the Economic Development Grant to be administered, competitively assessed, and awarded to eligible applicants to aid the delivery of projects that support Council to achieve its strategic economic development goals.

Policy Statement

The Shire of Dandaragan Strategic Community Plan Envision 2029 and the Economic and Tourism Development Strategy 2029 endorsed by Council seek to improve the Shire's prosperity by attracting more visitors, creating more local jobs, attracting local investment, and enticing people to become residents of communities in the Shire.

Through the Economic Development Grant, the Shire aims to attract to the Shire and support activities that align with its key strategic economic development opportunity priority areas of:

- Tourism
- Small Business Development
- Agriculture (production, value adding production)
- Renewable Energy

Policy Review

This policy takes effect from the date of adoption by Council and will remain valid until amended or deleted.

Council will review this Policy document not less than every two years.

PART B - Management Procedures

Description:

The Economic Development Grant will assist eligible applicants to deliver projects, programs, events, initiatives or activities that support local economic development outcomes identified in the Shire’s Strategic Community Plan and the Economic and Tourism Development Strategy.

Applicants must demonstrate that the proposed activity will contribute to one or more of the Shire’s Prosperity outcomes as outlined in the Strategic Community Plan Envision 2029 and detailed in the list of target areas and desired economic outcomes of the Economic and Tourism Development Strategy 2029.

Grant Frequency:

Annual

Revenue Source:

Annual budget allocation from General Revenue

Grant Amount:

- \$30,000 will be available annually.

Grant Allocation:

- Funds may be awarded for up to a maximum of 50% of the total cost of the proposed project.
- Successful applicants must fund not less than 50% of the proposed project costs, **inclusive of cash funds from the applicant organisation, all other sourced funds and any ‘in-kind’ contributions.**
- A grant may be awarded up to a maximum value of \$30,000

Eligibility:

To be eligible to receive a Shire of Dandaragan Economic Development grant, the applicant must:

- be a legal entity with an Australian Business Number,
- provide financial records to demonstrate the organisation’s financial viability.
- have all relevant insurances, permits and licences required to undertake the proposed activity, and must operate in accordance with all relevant Australian standards, and Workplace Health and Safety regulations and requirements.
- demonstrate that the proposed activity will deliver economic benefit within the Shire.
- apply for the grant on the Economic Development Grant application form, address all questions on the application form, and provide all requested documentation by the advertised closing date of the grant application process.

Ineligibility:

The Shire of Dandaragan will not fund:

- the ongoing operational or maintenance costs associated with an organisation (this includes wages).
- an organisation to deliver an existing or ongoing core business activity for financial gain as a supplier to another organisation.
- activities that have already commenced.
- the cost of purchasing alcohol or associated licences / services.
- a political organisation or event.
- **any organisation with a mission and values that do not align with those of the Shire of Dandaragan**
- an application that has not been lodged on the correct form, or has not been completed, or does not provide copies of all requested documentation.
- an applicant who has not fully acquitted a previous grant awarded to them by the Shire of Dandaragan.

Selection Criteria

- All applications will be assessed against the same criteria.
- The application and assessment criteria will be informed by the Council’s economic development aspirations, desired outcomes and priorities.
- All applications must include a detailed project plan detailing:
 - Objectives
 - Project Team
 - Budget
 - Project Work Plan / Timelines
 - Communications matrix / plan
 - Risk Management matrix / plan
 - KPI / Output and Outcome Measurements
 - Methodology
 - Evaluation
- Applicants must demonstrate that they have the capacity to manage the financial and funding accountabilities of the project, as well as demonstrated project management capabilities.
- Application selection criteria:

Strategic Alignment	Demonstrated alignment with the Prosperity aspirations outlined in the Shire’s Strategic Community Plan and the Economic and Tourism Development Strategy priority outcomes.
Economic Impact	Demonstrated economic outcomes and return benefit of the activity in the Shire of Dandaragan, and how these results will be measured.
Value	<p>Demonstrated demand for the activity or identified benefits of developing an opportunity.</p> <p>Demonstrated leveraging through other financial contributions, sponsorships, and funding sources (confirmed and sought).</p> <p>Demonstrated development of partnerships that will contribute added value to the proposed activity through skills, knowledge, networks, technology, research, promotion, labour, equipment etc.</p>

Project Plan	Demonstrated capability and capacity to deliver the project and create economic benefits for communities in the Shire of Dandaragan
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Application Timeline

Generally, the annual timeframe for the promotion, administration, selection and acquittal of the Economic Development Grant(s) will follow this guide:

- Advertising and direct invitations to apply will be promoted in January to March.
- Application open 1 March
- Applications close 30 April
- Review and recommendation process during May
- Council approval at the May or June Ordinary Council meeting
- Grants applicants advised of selection outcomes and grants awarded by 30 June
- Grant activity to be delivered within one financial year.
- If the annual grant round is undersubscribed, Council may offer a second grant round or agree to carry the grant funds forward to the following financial year.

Selection Process:

- Economic Development Manager (EDM) review to ensure applicants have:
 - provided copies of all requested documentation,
 - completed all fields of the application form
 - met stated eligibility requirements
 - addressed each of the selection criteria.
 - NB: incomplete applications will not be presented for assessment.
- A working group of the Chief Executive Officer (CEO) and the EDM will assess eligible applications against the selection criteria and prepare recommendations for Council to review.
- Council will review the recommendations and approve the recipient(s) of the Economic Development Grant(s)
- EDM advises applicants of the outcome of the Economic Development Grant selection process.
- EDM provides successful applicant(s) with grant guidelines, a grant agreement, and grant acquittal information.

Grant Term and Conditions

- Grants must be fully expended within the financial year for which the grant was awarded.
- A grant cannot be used for any other purpose than what it was approved for, unless agreed in writing by the Shire. Otherwise, the grant must be returned in full to the Shire of Dandaragan.
- If the activity does not eventuate, any portion of the grant already paid to the recipient must be returned in full to the Shire of Dandaragan.
- Recipients are responsible for payment of GST on goods and services, and if eligible, claiming for a refund of GST payments

Grant Acquittal

Grant recipients must submit the grant acquittal within 60 days of the completion of the project.

Grant Management Procedures Review

In conjunction with the grant selection process, the working group will review the Policy and Management Procedures and provide any recommendations for amendments to Council for its consideration.

Related Council Documents

Shire of Dandaragan Strategic Community Plan Envision 2029
 Shire of Dandaragan Economic and Tourism Development Strategy 2029

Related Administration Documents

Economic Development Grant Guidelines for Applicants
 Economic Development Grant Application Form
 Economic Development Grant Agreement
 Economic Development Grant Acquittal Form

Policy Number	C.5.6 - Economic Development Grant
Adopted by Council	
Amended	

Policy 5.6 C-5EDGP06 – Economic Development Grant Policy

PART A- Policy

Objective

To provide a framework for the Economic Development Grant to be administered, competitively assessed, and awarded to eligible applicants to aid the delivery of a project that supports Council to achieve its strategic economic development goals.

Policy Statement

The Shire of Dandaragan Strategic Community Plan Envision 2029 and the Economic and Tourism Development Strategy 2029 endorsed by Council seek to improve the Shire's prosperity by attracting more visitors, creating more local jobs, attracting local investment, and enticing people to become residents of communities in the Shire.

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Policy Number	5.6 - C-5EDGP06 – Economic Development Grant Policy
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