



Recreational Boating Facilities Scheme (RBFS)

Five Year Review

Final Report

Version Three, August 2004



Summary

The Recreational Boating Facilities Scheme (RBFS) is a Western Australian Government grant program providing improved boating infrastructure in Western Australia through joint funding of facilities which benefit recreational boat users. The Department for Planning and Infrastructure administers the scheme. Funding assistance may be available to applicants who satisfy the eligibility criteria and meet the grant conditions.

Past grants have been made primarily to Local Government Authorities (LGAs), although State Government Departments (SGDs) and Statutory Authorities are also eligible. The RBFS is funded from boat registration fees. Previously, \$650,000 was available for annual allocation from the scheme and for the latest round this was increased to \$725,000. Since its inception in 1998/99, 85 projects encompassing the entire State, from Wyndham in the north to Esperance in the south, have been approved. These projects have been primarily on the coast with a few on inland waters.

After five years of operation, a review of the RBFS has been conducted. The review provided an opportunity to explore, with stakeholders, the past effectiveness of the RBFS and options for future improvements. Also, similar schemes in other States and other grant schemes administered by the Department (Country Pathways Program and Regional Airports Development Scheme) were investigated for the purpose of comparison.

In this report, the elements of the RBFS are consistently considered under the standard headings of grant conditions, project eligibility criteria, application process and project assessment. The grant conditions outline who can receive funding, how much funding they can receive and under what circumstances they can receive this funding. The project eligibility criteria outline the type of projects suitable for funding. Also the application and project assessment processes were reviewed.

This review report was finalised after consultation with stakeholders. A workshop was held with targeted stakeholders to develop recommendations to improve the RBFS. Regional and metropolitan LGAs, recreational boating groups and appropriate government departments attended this workshop. After the workshop, the updated draft report was issued to all stakeholders for comment. Ideas presented via these consultative mechanisms have been incorporated within the new guidelines.

The major changes to the grant conditions and project eligibility criteria include:

- Altering the funding ratio from 50 per cent to 75 per cent for strategic planning;
- Amending the project eligibility criteria to include land based facilities such as trailer manoeuvring hardstands, trailer parking & lighting, ablution blocks and pump-out facilities for sullage;
- Increasing the maximum grant limit; and
- Applying the maximum grant as an annual limit rather than a project limit for staged projects.

Major changes have also been made to the processes for applications and project assessment.

The Minister for Planning and Infrastructure endorsed this report and the new guidelines were implemented for Round 10 applications opened in August 2004.



Contents

Summary	i
Contents	ii
1 Introduction	1
1.1 What is the RBFS?.....	1
1.2 What was the objective of the RBFS review?	1
1.3 What was the process for the RBFS review?.....	2
2 History	3
2.1 Where did the RBFS come from?	3
2.2 How has the RBFS changed over its lifetime?	3
2.2.1 Grant conditions	3
2.2.2 Project eligibility criteria	4
2.2.3 Application process.....	5
2.2.4 Project assessment	6
2.3 Past grants from the RBFS	7
3 Current operations	8
3.1 How does the RBFS work now?	8
3.1.1 Grant conditions	8
3.1.2 Project eligibility criteria	8
3.1.3 Application process.....	9
3.1.4 Project assessment	9
3.2 RBFS funding arrangements	11
4 Comparison with other schemes	12
4.1 In other Australian States	12
4.2 Within the Department for Planning and Infrastructure.....	13
4.2.1 Country Pathways Program.....	13
4.2.2 Regional Airports Development Scheme	14
5 Looking ahead	16
5.1 Consultation with RBFS stakeholders	16
5.1.1 Workshop with targeted stakeholders.....	16
5.1.2 Public comments	21
5.2 How will the RBFS work in the future?.....	26
5.2.1 Grant conditions	26
5.2.2 Project eligibility criteria	30
5.2.3 Application process.....	32
5.2.4 Project assessment	33



5.3	<i>Where to from here?</i>	35
5.3.1	Implementing the changes	35
5.3.2	Continuous improvement	35
6	Abbreviations	36
7	Appendices	37
7.1	<i>Past guidelines for grant conditions and project eligibility</i>	37
7.2	<i>Past application processes</i>	39
7.2.1	Original one-stage application process	39
7.2.2	Revised two-stage application process	40
7.3	<i>Project details</i>	41
7.3.1	Populations and boat registrations by region	41
7.3.2	Geographic distribution	42
7.3.3	Financial summary	44
7.4	<i>Current guidelines for grant conditions and project eligibility</i>	46
7.5	<i>Comparison with similar funding schemes in other States</i>	47
7.5.1	General information.....	47
7.5.2	Elements of funding schemes.....	48
7.6	<i>Workshop with targeted stakeholders</i>	50
7.6.1	Agenda.....	50
7.6.2	Invitees.....	51
7.7	<i>Public comments received</i>	52



1 Introduction

1.1 What is the RBFS?

The Recreational Boating Facilities Scheme (RBFS) is a Western Australian Government grants program providing improved boating infrastructure through joint funding of facilities which benefit recreational boat users. The Department for Planning and Infrastructure administers the scheme.

The RBFS is the means by which the State makes grants contributing to the cost of constructing or improving recreational boating facilities throughout the State. The RBFS aims to:

- Provide project funding to improve recreational boating access to navigable waters;
- Enhance the safety of recreational boating infrastructure;
- Ensure that the environmental impact of recreational boating facilities is minimal;
- Provide a catalyst for new and improved recreational boating infrastructure; and
- Ensure consultation with recreational boating organisations.

Funding assistance may be available to applicants who satisfy the eligibility criteria and meet the grant conditions. Past grants have been made primarily to Local Government Authorities (LGAs) although State Government Departments (SGDs) and Statutory Authorities are also eligible. Applicants are required to enter into a joint funding agreement. Both new facilities and upgrades to existing facilities are considered. Retrospective applications are generally not considered.

1.2 What was the objective of the RBFS review?

After five years of operation, it was deemed appropriate to consider the past and future performance of the RBFS. The review examined the history of the RBFS, its operations to date and recommended improvements. It provided an opportunity to explore with stakeholders the past effectiveness of the RBFS and options for future improvements. The Department for Planning and Infrastructure conducted the review in its role as the administrator of the RBFS.

The objective was to define the needs of the RBFS for the next five years. The scheme elements were examined and any changes necessary to deliver these needs were proposed. The scheme elements were consistently considered under the standard headings of grant conditions, project eligibility criteria, application process and project assessment.

Issues considered included: expanding the list of facilities that are eligible; changing the time frame applied to the expenditure of grant funds; changing the current 50:50 funding arrangements (including accommodating hardship cases); increasing the maximum funding available for a single project; accumulation or staging of funds to accommodate more expensive facilities; the capability and capacity of smaller LGAs to undertake the detailed planning and to undertake the construction works in accordance with the approved specifications and plans; simplification of the application process for smaller projects; and the organisations eligible for grants.



1.3 What was the process for the RBFS review?

Throughout the review, the elements of the RBFS were consistently considered under the standard headings of grant conditions, project eligibility criteria, application process and project assessment. The grant conditions outline who can receive funding, how much funding they can receive and under what circumstances they can receive this funding. The project eligibility criteria outline the type of projects suitable for funding. Also the application and project assessment processes were reviewed.

The review began by examining the current operations of the scheme and then the history of the scheme. Similar schemes in all other States were examined. Internal and external stakeholders were consulted throughout the review. New guidelines and processes for the scheme were developed.

Several versions of the draft report were issued to specific audiences for comments. The review was conducted in the discrete stages outlined below.

1. Research and internal consultation was undertaken by the Department;
2. The Department prepared a draft report;
3. The draft report (version one) was distributed to targeted stakeholders for their consideration prior to the workshop;
4. A workshop was held with targeted stakeholders;
5. Ideas from targeted stakeholders were incorporated into the draft report;
6. The updated draft report (version two) was provided to the Minister for Planning and Infrastructure for consideration;
7. The draft report (version two) was distributed to all stakeholders including all LGAs, past grant recipients, workshop participants and other appropriate bodies such as the State Boating Council (SBC) for their comments;
8. All comments received from stakeholders were reviewed and incorporated as appropriate;
9. The final report (version three) was provided to the Minister for Planning and Infrastructure for consideration and endorsement; and
10. The final report (version three) was issued to stakeholders and made available to the public.

2 History

2.1 *Where did the RBFS come from?*

In order to provide some funding towards maritime safety initiatives, recreational boat registration fees were increased an average of 15.5 per cent in two stages in July 1997 and July 1998. The amount of the increase was returned to the Department of Transport (Transport) to implement critical Maritime Safety Funding initiatives such as navigation aids, surveys and charting, maintenance dredging, and education. Transport was amalgamated with the Ministry for Planning to form the Department for Planning and Infrastructure in July 2001. There was a strong public response from the recreational boating community that the funds raised by these increases in boat registration fees needed to be available to provide facilities, which would clearly benefit those paying the registration fees. In response to this feedback, the Department proposed the RBFS, which was then instituted by a Cabinet Decision in July 1998.

2.2 *How has the RBFS changed over its lifetime?*

Since its inception in 1998 and prior to this review, there have been minor changes to the scheme, mostly for the purposes of clarification of the grant conditions and project eligibility criteria as specific queries arose. The changes to the scheme elements are outlined below.

2.2.1 *Grant conditions*

The grant conditions outline who can receive funding, how much funding they can receive and under what circumstances they can receive this funding. See section 7.1 for a matrix summarising the guidelines for each year showing grant conditions and project eligibility criteria.

The original grant conditions were as follows. Funding was available to the LGA who owned the asset, whether it was proposed or already existing. The RBFS would fund up to 50 per cent of the eligible project value to a maximum grant of \$250,000. Other conditions detailed:

- How payments were made;
- What type of funds could be used towards the LGA's contribution;
- Who is responsible for approvals, maintenance, insurance and cost overruns;
- The involvement of the Department in project design and development;
- The appropriate expenditure of any charges for facility use;
- The consequences of any future sale of the asset;
- The requirement for a legal agreement between parties to secure funding; and
- The necessity for acknowledgement of RBFS funding.

Additional items were included in the brochures for 2000/01 and 2001/02 in order to clarify grant conditions. In 2000/01, the additions were:

- The consideration of hardship cases where the LGA was unable to fund 50 per cent of the project;
- The ability to stage projects over a number of rounds if required;
- Compliance with Australian Standards (AS3962); and
- Provision of a financial statement of project costs on completion.



In 2001/02, there were three changes. In April 2001, there was a significant change to the grant conditions, when SGDs and Statutory Authorities were made eligible for funding providing they were directly involved in the delivery and operation of recreational boating facilities. The Main Assessment Committee agreed that the Department of Conservation and Land Management (CALM) and similar organisations would be suitable applicants subject to maintenance of the general aims of the scheme and appropriate legal agreements being drafted. Four projects submitted by CALM were funded in round six. This change to the grant conditions was published in the 2001/02 brochure.

Also in 2001/02, the 12 month time limit for the validity of grants was added and a minor wording change was made to the grant condition outlining technical involvement by the Department.

2.2.2 Project eligibility criteria

The project eligibility criteria outline the type of projects that are suitable for funding. The intention of the RBFS was to fund minor infrastructure projects of benefit to recreational boaters. New facilities and upgrades to existing facilities have always been eligible. See section 7.1 for a matrix summarising the guidelines for each year showing grant conditions and project eligibility criteria.

There have been no changes to the types of infrastructure funded, they include: boat launching ramps; jetties; finger jetties; navigation aids (for recreational boating); channels for new facilities; boat washing facilities; groynes related to boating facilities; moorings; marine safety signage; other appropriate signage; and maritime lighting.

Changes were made to the brochure for 2000/01 in order to clarify eligible projects by specifically including and specifically excluding certain items. These items were previously implicitly eligible or ineligible by their nature, however, making these changes removed any questions about their eligibility status. The item specifically included was funding for planning studies and/or feasibility studies for recreational boating needs. The items specifically excluded were facilities benefiting commercial rather than recreational vessels; maintenance works; maintenance dredging; roads, car and trailer parking; ablution facilities; private facilities; private club facilities; and fishing platforms.

Applications for these types of projects in 2000/01 were assessed in the same manner as similar applications in 1998/99 and 1999/00 demonstrating that there was no change in policy. The following projects show this consistency:

Year	Project	Funded	If not funded, why
1998/99	Plan for Recreational Boating Facilities, Esperance	Yes	N/A
1999/00	Yacht Club Marina Development, Carnarvon	No	Private facility
1999/00	Leeuwin Boat Ramp, East Fremantle	No	Maintenance works
1999/00	Val Street, Rockingham	No	Commercial facility and Maintenance dredging

2.2.3 Application process

There has been a formal application process since the scheme's inception. The application process and funding rounds are aligned to the financial year. There were two funding rounds for the first three years (rounds one to six) and then one round per year from then onwards (rounds seven, eight and nine to date).

In the first three years of operation – 1998/99, 1999/00 and 2000/01 – when there were two funding rounds per year, the timetable for applications was altered slightly each year as the scheme settled into a schedule suitable to all parties. The application process for these years is illustrated in section 7.2.1. During these years the application process was one-stage with a Detailed Application required for all projects.

All applications required the following four elements:

- Detailed description of the project including concept plan, location, project schedule, marine safety issues, and land tenure status;
- Project justification including need for facility, research undertaken, numbers of current or expected users, and distance and availability of nearby facilities;
- Economic and social value including expected benefits, consultation undertaken to date and level of support for project, environmental impacts, consistency with endorsed strategies and disability access features incorporated; and
- Financial arrangements including requested funding and total project cost, accuracy of cost estimate, planned approach for the delivery of the project, and insurance and maintenance arrangements.

In 2001/02 the scheme changed to one funding round per year with a completely different two-stage application process spread over the entire financial year. The two-stage application process is illustrated in section 7.2.2. This process required an initial Expression of Interest followed by a Detailed Application. The applicant had more than six weeks to prepare the Expression of Interest and then a further two months for the Detailed Application.

Expressions of interest needed to include the following information:

- Project concept details;
- Project justification;
- Economic and societal value;
- Financial estimates to 20 per cent accuracy;
- Concept sketch plan;
- Photographs of current facility or desired location for new facility (optional);
- Letters or reports of support for the project (optional); and
- Any other relevant supporting information.

After the Expressions of Interest were assessed, Detailed Applications were requested from applicants whose projects were supported. The requirements for the Detailed Application were the same as those listed above for the original application process applicable for the first three years.

This new two-stage application process increased the time available for the preparation of applications, while simplifying the initial requirements. In addition, it gave applicants some confidence



of receiving funding prior to the preparation of the detailed application, which required a commitment of considerable resources and time to provide a high quality submission.

2.2.4 Project assessment

Assessment process

There has been a formal project assessment process since the scheme's inception. Funding grants under the RBFS have always been made by the Minister (formerly the Minister for Transport and currently the Minister for Planning and Infrastructure) after recommendations by the Main Assessment Committee. This assessment process has remained in place since the inception of the RBFS, however, from time to time, sub-committees have reviewed submissions prior to them being considered by the Main Assessment Committee. The details of the Main Assessment Committee and its various sub-committees are outlined in the next section.

Applications have always been assessed on the information provided in the applicant's submission together with the expert knowledge of the committee members. Consideration is given to the four elements required in the application (as detailed in section 2.2.3 above) particularly the need for the project; the environmental, economic and social value of the project; and the demonstrated community and stakeholder support for the proposed facility. Projects have been prioritised where available funding was limited.

Main Assessment Committee and its sub-committees

After Cabinet approved the RBFS in July 1998, the Department wrote to key stakeholders requesting their participation on the Main Assessment Committee. This letter proposed representatives from Western Australian Municipal Association (WAMA), Western Australian Tourism Commission (WATC) and the Boating Safety Council of Western Australia. The Boating Safety Council had been proposed but was not established at this time. This council was established in October 1998 and named the State Boating Council (SBC) rather than the Boating Safety Council of Western Australia.

The terms of reference for the Main Assessment Committee were to:

- Advise on selection criteria for project evaluations;
- Advise on process for prioritisation of projects;
- Provide advice and recommendations to the Minister on the allocation of funds;
- Advise on policies for the operation of the RBFS;
- Ensure there was a reasonable distribution of funds throughout the State; and
- Monitor the effectiveness of the RBFS and report annually to the Minister.

The original committee composition suggested was:

- Two representatives from the SBC;
- One representative from WAMA;
- One representative from WATC;
- Two elected representatives - one metropolitan and one regional; and
- Three representatives from the Department being the Executive Director Maritime Division, the Manager New Development and the RBFS Project Officer.



The inaugural meeting of the Main Assessment Committee was held on 15 September 1998 and was attended by representatives of the Department, Recfishwest, WAMA and WATC. The Recfishwest representative attended pending the establishment of the SBC. Representatives from the Department, the SBC, the WAMA and the WATC attended subsequent meetings. The suggestion of two elected representatives was not implemented. From round seven onwards, the Swan River Trust (SRT) has also been consulted for projects within its jurisdiction.

At the inaugural meeting it was suggested that regional projects were assessed locally prior to their consideration by the Main Assessment Committee. The Department's Regional Coordinators (now known as Regional Service Managers) were nominated as the most suitable convenors of regional assessments with additional representatives suggested from the local Regional Development Commission (RDC), community boating groups or tourism interests as appropriate. The composition of the Regional Assessment Sub-Committees was at the discretion of the Regional Coordinators subject to the exclusion of possible applicants. The Regional Assessment Sub-Committees have operated consistently since the inception of the RBFS. In 1998/99, 1999/00 and 2000/01 a Metro Sub-Committee also reviewed applications prior to their consideration by the Main Assessment Committee, however, this practice was discontinued as it was not adding any value to the overall process.

2.3 Past grants from the RBFS

The Main Assessment Committee has evaluated and provided recommendations to the Minister for nine rounds of project submissions since its inception in 1997/98. The round nine recommendations are currently pending approval by the Minister.

Over the five complete years the RBFS has operated (rounds one to eight) there have been 90 projects approved with five of the approved projects subsequently withdrawn and 61 projects not approved. The number of approved projects has gradually decreased from 27 approved projects in 1998/99 to 13 in 2002/03. The total value of grants has varied from approximately \$800,000 in 1997/98 to approximately \$400,000 in 2000/01. In the other three years (1999/00, 2001/02, 2002/03) the total value of grants has been steady at approximately \$600,000.

The 85 approved projects which have proceeded, encompass the entire State, from Wyndham in the north to Esperance in the south. These projects have been primarily on the coast with a few on inland waters. The distribution of grants is reasonably consistent with population and boat registrations for the State, with the Perth metropolitan area being the exception. The Perth metropolitan area has been under represented in the scheme in comparison with regional areas. These comparisons are evident from the information in section 7.3 which contains the following five pages:

- A map showing population as at 2001 and boat registrations as at 2002 by region (section 7.3.1, one page);
- A map of the approved projects and a list of the same information by applicant (section 7.3.2, two pages); and
- A financial summary of rounds one to eight in graph and table format (section 7.3.3, two pages).

The map showing population (as at 2001) and boat registrations (as at 2002) by region provides a context in which to compare the project and funding information.

3 Current operations

3.1 How does the RBFS work now?

The details of the current grant conditions, project eligibility criteria, application process and project assessment are outlined below. All proposed changes including items of clarification are included in section five.

3.1.1 Grant conditions

The grant conditions outline who can receive funding, how much funding they can receive and under what circumstances they can receive this funding. Section 7.4 shows the current guidelines detailing the grant conditions as well as the project eligibility criteria. These are also summarised together with past guidelines for grant conditions and project eligibility criteria in the matrix in section 7.1.

In general, funding is available to LGAs as well as SGDs and Statutory Authorities that are directly involved in the delivery and operation of boating facilities. Funding is provided on a dollar for dollar basis, with a maximum grant amount of \$250,000. Funds from other SGDs cannot be included as part of the applicant's funding contribution. Projects may be staged over a number of funding rounds. The Department will provide technical advice when requested by the applicant.

The grant is valid for 12 months and payment of the grant is made on project completion except when the grant exceeds \$50,000. In this case, half the grant is available following award of the construction contract and the remaining half on project completion. The applicant owns the assets created through the RBFS and is responsible for all ongoing maintenance. The only exception to this is navigation aids, which are owned and maintained by the Department for Planning and Infrastructure.

Funding is subject to:

- The applicant entering into an agreement detailing the terms and conditions of the grant;
- The applicant obtaining all relevant approvals - planning, environmental etc.;
- Compliance with AS3962 *Guidelines for Design of Marinas*;
- Insurance being carried by the facility owner both during and after construction;
- An honour board or plaque recognising funding sources being displayed at the site;
- The applicant providing a financial statement on the project costs upon its completion; and
- Any charges levied for use of the facility being used exclusively for its maintenance.

3.1.2 Project eligibility criteria

The project eligibility criteria outline the type of projects which are suitable for funding. Section 7.4 shows the current guidelines detailing the project eligibility criteria together with the grant conditions. These are also summarised together with past guidelines for grant conditions and project eligibility criteria in the matrix in section 7.1.

The RBFS funds minor infrastructure projects of benefit to recreational boaters. New facilities and upgrades to existing facilities are eligible. The types of infrastructure funded include: boat launching ramps; jetties; finger jetties; navigation aids (for recreational boating); channels for new facilities; boat washing facilities; groynes related to boating facilities; moorings; marine safety signage; other appropriate signage; and maritime lighting. Funding is also available for planning studies and



feasibility studies for recreational boating needs. Funding is not available for facilities benefiting commercial rather than recreational vessels; maintenance works; maintenance dredging; roads, car and trailer parking; ablution facilities; private facilities; private club facilities; and fishing platforms.

3.1.3 Application process

There is a formal application process. It is a two-stage application process with one funding round each financial year. This two-stage application process is illustrated in section 7.2.2. The first stage is an expression of interest, which, if supported, is followed by a detailed application. The application process is aligned to the financial year with expressions of interest being called in mid July; detailed applications being requested in November and closing in January; assessments being undertaken in February and March; Ministerial approval of grants in April; and signing of legal agreements finalising funding in June. Hence, the current application process takes approximately 12 months.

Expressions of interest require inclusion of the following information:

- Project concept details;
- Project justification;
- Economic and societal value;
- Financial estimates to 20 per cent accuracy;
- Concept sketch plan;
- Photographs of current facility or desired location for new facility (optional);
- Letters or reports of support for the project (optional); and
- Any other relevant supporting information.

The detailed applications require inclusion of the following four elements:

- Complete description of the project including concept plan, location, project schedule, marine safety issues, and land tenure status;
- Project justification including need for facility, research undertaken, numbers of current or expected users, and distance and availability of nearby facilities;
- Economic and social value including expected benefits, consultation undertaken to date and level of support for project, environmental impacts, consistency with endorsed strategies and disability access features incorporated; and
- Financial arrangements including requested funding and total project cost, accuracy of cost estimate, planned approach for the delivery of the project, and insurance and maintenance arrangements.

3.1.4 Project assessment

There is a formal project assessment process. Applications are assessed on the information provided in the applicant's submission together with the expert knowledge of the committee members. Submissions are judged according to the benefits they provide to recreational boat users. Consideration is given to each of the four elements required in the application (as detailed in section 3.1.3 above) particularly the need for the project; the environmental, economic and social value of the project; and the demonstrated community and stakeholder support for the proposed facility. Projects are prioritised where available funding is limited.



Submissions are reviewed by the Main Assessment Committee, which then makes recommendations to the Minister. Regional submissions are considered by the local Regional Assessment Sub-Committee, which is convened as required by the Department's Regional Services Manager for the area, prior to their review by the Main Assessment Committee. The Main Assessment Committee has seven members including two members from the SBC, representing the recreational boating community.

The SBC was formed in October 1998 and is the peak representative body in the State for people who take part in recreational boating activities. Membership is made up of representatives from major recreational boating user groups, Fire and Emergency Services (FESA), the Boating Industry Association, the Police Service and the Department for Planning and Infrastructure. The objectives of the SBC include maintaining effective consultative arrangements to facilitate a coordinated approach to the development of boating safety policies and programs, and providing a forum for raising issues of common interest to the various recreational boating sectors. Specifically, the SBC considers issues affecting the recreational boating community in relation to boating safety, recreational vessel standards, safety education and training, promotion of boating safety, environmental impact of recreational boat usage, and recreation boating matters which relate to the Department for Planning and Infrastructure's statutory obligations and program responsibilities.

The Main Assessment Committee members are:

Organisation	Current Representative
Department for Planning and Infrastructure, New Coastal Assets Branch	Cleve Flottmann
Department for Planning and Infrastructure, New Coastal Assets Branch	Martin Baird
State Boating Council	John Baas
State Boating Council	Stephen Knight
Swan River Trust	Darryl Miller
Western Australian Local Government Association	Debbie Terelinck
Western Australian Tourism Commission	Robert Johnson

The member from the SRT attends only when projects within the Swan and Canning River System are on the agenda.

When assessing applications, the committee

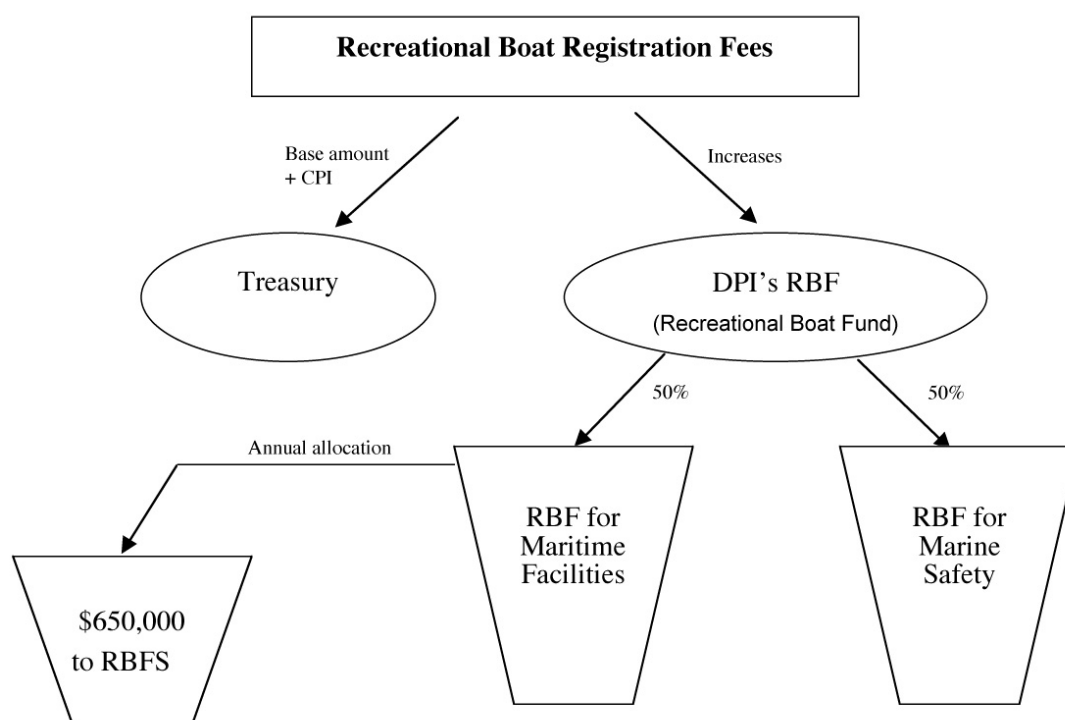
1. Checks if the project meets the guidelines;
2. Assigns priorities to projects when funding is insufficient; and
3. Ensures distribution of funding is in accordance with needs of recreational boating community.

The representatives on the Regional Assessment Sub-Committees are at the discretion of the Regional Services Manager providing potential applicants are not consulted. In some areas, this condition has made it difficult to find suitable external representatives with adequate knowledge. For example, for the last round the Regional Assessment Sub-Committees for the Mid West and South West were:

Region	Regional Assessment Sub-Committee Representatives
Mid West	Department for Planning and Infrastructure's Regional Coordinator, WATC Officer, Fisheries Officer (Recreational)
South West	From the Department for Planning and Infrastructure: Regional Coordinator, Regional Transport Officers, Planning Manager (Maritime)

3.2 RBFS funding arrangements

The RBFS is funded from a portion of the increase in boat registration fees implemented in two stages on 1 July 1997 and 1 July 1998. The revenue raised from these increases forms the Recreational Boat Fund (RBF), which is managed by the Department for Planning and Infrastructure. The original revenue (the base amount), adjusted for CPI, is returned to Treasury. Within the Department, the RBF is distributed 50:50 between marine safety and maritime facilities. The RBFS forms part of the maritime facilities funding. The diagram below illustrates the current distribution of revenue raised from Recreation Boat Registration Fees.



Previously, \$650,000 was available for annual allocation from the scheme and for the latest round (round nine) this was increased to \$725,000. Grants are paid on completion for smaller projects and payments are staged for larger projects. As of July 2002, unallocated and unspent funds remain in the RBFS for funding of future rounds. Prior to July 2002, only allocated and unspent funds remained in the RBFS. The RBFS funds are accounted for separately from other departmental monies and are subject to audit, as are all Government funds.

4 Comparison with other schemes

4.1 In other Australian States

In order to explore the best outcome for Western Australians paying recreational boating registration fees, schemes similar to the RBFS in other Australian states were examined. New South Wales (NSW), South Australia (SA), Tasmania (TAS) and Victoria (VIC) all have similar schemes whereby funds from recreational boating registration fees are provided for the provision of appropriate infrastructure via a grants program.

The funding arrangements for Queensland (QLD) and the Northern Territory (NT) have not been compared with the other states. QLD recreational boating registration fees are included in consolidated revenue; not isolated for use in provision of recreational boating purposes. NT does not have any recreational boating registration fees and funding for all infrastructure projects is provided from consolidated revenue. Therefore, subsequent discussion in this section comparing the arrangements in each State does not include QLD and NT.

Section 7.5 contains two matrices tabulating comparative information from NSW, SA, TAS and VIC. The first matrix (section 7.5.1) compares general information such as population, kilometres of coastline and revenue from recreational boat registration fees. The second matrix (section 7.5.2) compares the elements of each scheme such as grant conditions, project eligibility, application process, project assessment and project implementation.

The general information matrix provides the following important comparisons. NSW and VIC have the greatest populations and highest number of vessels. They also have the highest revenue from recreational boat registration fees. Each State provides a different amount of funding from the Recreational Boat Registration Fees for the facilities scheme which varies from \$220,000 per annum in TAS to \$2,000,000 per annum in NSW, with \$650,000 per annum in WA. This amount of funding represents a different percentage of the total fees which vary from 11 per cent in WA to 50 per cent in SA. The percentage of the population owning vessels subject to Recreational Boat Registration Fees in each State varies from 2.88 per cent in NSW to 4.28 per cent in TAS, with 3.87 per cent in WA.

The scheme elements vary from State to State, however, there is total consistency on the following important points:

- Scheme provider is eligible to apply for funds;
- Facility must be accessible to the public at all times;
- Relevant approvals and insurances are the responsibility of the applicant/owner;
- Scheme is for recreational boating facilities and commercial boating facilities are excluded or, in the case of joint facilities, discounted; and
- New facilities and upgrades to existing facilities are funded.

In addition the following important elements are held in common by the majority of States:

- Boating groups and boating clubs are ineligible for funding (excluding NSW, TAS);
- Projects generally funded at 50 per cent, hardship cases excluded (excluding VIC);
- Strategic boating plan either essential or desirable (excluding WA); and
- Maintenance is not funded (excluding TAS).

4.2 Within the Department for Planning and Infrastructure

The Department for Planning and Infrastructure administers two grant schemes similar to the RBFS: the Country Pathways Program (CPP) and the Regional Airports Development Scheme (RADS), both of which are funded from consolidated revenue. CPP, RADS and RBFS have been compared in the past when each scheme was established or updated and, as a result, share some procedures and grant conditions. The current procedures, grant conditions and project eligibility criteria for CPP and RADS schemes were examined for options to improve the RBFS.

4.2.1 Country Pathways Program

The CPP provides funding assistance to LGAs and community groups to assist in the planning, development and promotion of Shared Use Pathways in regional Western Australia. The Department's Regional Services Branch administers the CPP.

The CPP's primary aims are to:

- Encourage the integrated planning of shared use path infrastructure;
- Develop an integrated network of shared use paths and on-road bike lanes;
- Provide safe access to schools, sport, recreation and community facilities; and
- Improve the safety of cyclists, pedestrians and other path users.

The CPP and the RBFS have similar elements whereby grant conditions and project eligibility are defined in a brochure and applications are invited. The assessment process is similar also, in that applications are assessed locally in the region and then centrally by a main committee. Another similarity is that there is one funding round per year, timed to coincide with the Local Government budgetary cycle.

The important similarities between the CPP and the RBFS include: funding provided on a dollar for dollar basis; funding provided for new facilities and upgrades to existing facilities; and applicants owning the assets created by the CPP and being responsible for the ongoing management and maintenance.

A noteworthy difference between the project eligibility criteria of the CPP and the RBFS is that the CPP allows "*other worthwhile projects*" whereas the RBFS has no such discretionary option. Grant conditions of the CPP that differ significantly from those of the RBFS and are of relevance to the RBFS are outlined in the table below.

CPP	RBFS
The applicant's financial contribution to the project must be at least 25 per cent of the overall project cost	No restriction
Funds from other SGDs can be included as part of the project cost. However, the total funds from all State Government funding sources must not exceed 50 per cent of the overall project cost	Funds from other SGDs cannot be used as part of the LGA funding commitment
In kind contributions are specifically defined as donated materials, staff labour costs, volunteer labour and loan of machinery	No definition provided



The major procedural differences between the CPP and the RBFS are the expected timetables and the application processes. CPP applications are invited in January with recommendations expected to be approved May: a one-stage application process with a timetable of five months.

In comparison, the RBFS process begins with an invitation to lodge an expression of interest in July; followed by detail applications being requested in November and closing in January; assessments being undertaken in February and March; Ministerial approval of grants in April; and signing of legal agreements finalising funding in June: a two-stage application process with a timetable of 12 months.

4.2.2 Regional Airports Development Scheme

The RADS provides funding assistance for developing airport infrastructure in regional Western Australia. The Department's Aviation Policy Branch administers the RADS. The primary aims of RADS are to improve access for regional communities and to enhance regional economic growth.

The RADS and the RBFS have similar elements whereby grant conditions and project eligibility (called submission requirements) are defined in a brochure and applications are invited. Similarly, an assessment committee make recommendations to the Minister for approval. The RADS Assessment Committee comprises representatives from the Department, other SGDs (Treasury and Finance; Local Government and Regional Development; Industry and Resources), the Western Australian Local Government Association (WALGA) and the WATC. Another similarity is that there is one funding round per year, timed to coincide with the Local Government budgetary cycle.

The important similarities between the RADS and the RBFS include:

- Funding provided on a dollar for dollar basis (with hardship cases considered);
- Funding provided for new facilities and upgrades to existing facilities; and
- Funding is available for 'airside' infrastructure, such as runways, runway lighting, taxiways and aircraft parking areas. RADS does not fund 'landside' infrastructure such as car parks, access roads, landscaping or power/water connection.

The important differences between the RADS and the RBFS are for RADS:

- In kind contributions may only take the form of donated materials, community labour and loan of machinery, and are recognised up to 25 per cent of the overall project cost. Proponent administration costs are not recognised in cost calculations;
- Details of grants, projects and recipients may be published;
- In assessing projects, the State may offer funding for certain elements of a project or offer a percentage of the funding requested; and
- Proponent administration costs will not be recognised in cost calculations.

A noteworthy difference between the grant conditions of the RADS and those of the RBFS is that the RADS includes *"in kind contributions may only take the form of donated materials, community labour and loan of machinery, and are recognised up to 25 per cent of the overall project cost"* whereas the RBFS does not limit nor define in kind contributions.

As with the CPP, the major procedural differences between the RADS and the RBFS are the expected timetables and the application processes. The RADS process begins with a letter advising of the submission period in December; followed by a further mail-out to stakeholders and an



advertisement in the West Australian in January and February; Ministerial approval of grants in May; and signing of legal agreements finalising funding in July: a one-stage application process with a timetable of eight months. In comparison, the RBFS process begins with an invitation to lodge an expression of interest in July; followed by detail applications being requested in November and closing in January; assessments being undertaken in February and March; Ministerial approval of grants in April; and signing of legal agreements finalising funding in June: a two-stage application process with a timetable of 12 months.

5 Looking ahead

5.1 Consultation with RBFS stakeholders

The review process included two distinct mechanisms for stakeholder consultation being a workshop held with targeted stakeholders and an invitation to all stakeholders to comment on the draft paper (version two). These mechanisms and their outcomes are described below.

5.1.1 Workshop with targeted stakeholders

In order to develop recommendations to improve the RBFS, a one-day workshop was held with targeted stakeholders on 26 February 2004. Mr Colin Temby from Temby Management Consulting was engaged as the facilitator. Stakeholder representation was sought from Regional and Metropolitan LGAs, recreational boating groups, appropriate government departments and from within the Department for Planning and Infrastructure. A total of 29 stakeholders were invited and 25 attended on the day. Please see section 7.6 for the workshop agenda and a list of invitees.

Prior to the workshop, version one of this report was distributed to the invitees. This is version three. Version one outlined the history, current operations and possible options for improvements for the RBFS. Version one included sections one to four, parts of section five presented as possible options and sections six to 7.5.2.

At the workshop, the positives and negatives of the RBFS were discussed and stakeholder comments are outlined below. Ideas regarding possible changes to the grant conditions, project eligibility criteria, application process and project assessment that were presented at the workshop by stakeholders are also summarised below. As this is a summary of the ideas presented to the workshop, some are contradictory to others. The action the Department will take is noted against each idea. This input from stakeholders has been utilised to develop the recommended improvements outlined in section 5.2.

Current positives

The main positives of the RBFS include:

- Availability of funds;
- Heightened awareness of recreational boating;
- Requirement for LGAs to contribute and to focus on the needs of recreational boating users;
- Increased availability of public access to waters (i.e. real delivery of benefits to end users);
- Increased safety and environmental benefits;
- Systematic handling of funds, which is impartial and non-parochial;
- Transparency of handling of funds and linkage of dollars spent to source of funding; and
- Real input from applicants.

Current negatives

The main negatives of the RBFS include:

- Funds available for up front capital only, not for maintenance;
- Eligibility criteria are too narrow and do not include land based facilities;
- Restricted to public facilities;

- Lack of broader planning within the RBFS as there is no specific requirement for strategic planning;
- Percentage of funds from registration fees available for infrastructure grants is low compared with other States;
- Some LGAs disadvantaged as they lack the capacity to fund the required 50 per cent contribution;
- Department for Planning and Infrastructure separate from this scheme and their facilities stand-alone. Note that current guidelines do not prevent the Department from lodging a grant application, however, they have not done so to date;
- Application process is too cumbersome for small projects; and
- Application timeline needs to be aligned more closely with LGA budget process.

Grant conditions

Ideas proposed for future grant conditions and the responses by the Department are:

	Idea	Departmental response (see section 5.2.1 for updated conditions)
1	LGAs and SGDs to remain as the applicants, with partners being acceptable.	Supported, see guideline one, pg 26.
2	Allow the Department for Planning and Infrastructure to access RBFS funds.	Supported, see guideline one, pg 26.
3	Allow sea search and rescue groups to directly access RBFS funds.	Not supported, possible via LGAs or SGDs if project is eligible.
4	Fund strategic planning at 75 per cent and everything else at 50 per cent for whole of project with planning, design and approvals as part of applicant's contribution and an adjustment for hardship.	Supported, see guideline five, pg 27.
5	Regional planning funded at 100 per cent.	Not supported, see idea four above.
6	Funding ratio to be 3:1 for small LGAs and to remain at 1:1 for large LGAs.	Not supported, there is an allowance for hardship cases, see guideline five, pg 27.
7	Funding ratio to be variable with each application being decided on merit.	Not supported, contrary to majority opinion of positive aspect being the systematic handling of funds.
8	No funding for larger projects over several rounds, consider each case, each year.	Not supported, would prevent construction of facilities with multiple components.
9	Staged projects to have annual limit of \$250,000 to accommodate larger projects over several rounds.	Supported in modified form, see guideline four, pg 27.
10	No change to maximum limit of \$250,000.	Not supported, increase for CPI to maintain scheme integrity long-term, see guideline three, pg 26.

	Idea	Departmental response (see section 5.2.1 for updated conditions)
11	Category prioritisation such as: category one – jetty, ramp 2:1 funding; category two – ablutions, buoys 1:1 funding; and category three – accessories, bells and whistles 1:2 funding.	Not supported, idea will be incorporated into criteria for weighting priorities during project assessment.
12	Allow other State Government funding sources to be part of the matching funds.	Supported, see guideline seven, pg 27.
13	Funding conditional on having a Strategic Plan.	Supported as desirable only, see guideline 19, pg 29.

Project eligibility criteria

Suggestions made for additional eligible criteria and the responses by the Department are:

	Idea	Departmental response (see section 5.2.2 for updated criteria)
14	Land based infrastructure associated with maritime facilities also to be eligible if the maritime infrastructure is at an appropriate standard.	Supported, see guideline 28, pg 30.
15	Eligible land based infrastructure to include ablution blocks, pump-out facilities for sullage, and trailer parking & lighting.	Supported, see guideline 28, pg 30.
16	Include general maintenance and maintenance dredging.	Not supported, against principles of scheme to provide facilities.
17	Include long term maintenance of RBFS supported projects.	Not supported, against principles of scheme to provide facilities.
18	Maintenance should not be funded from current RBFS funding; needs to be a separate scheme with additional funding for major, non-routine maintenance for items built under the RBFS.	No action, outside scope of RBFS.
19	Allow multi-use facilities such as recreational/commercial providing there is a proportional contribution from the non-recreational partner.	Supported, see guideline 32, pg 31.

Application process

Ideas proposed for improvements to the application process and the responses by the Department are:

	Idea	Departmental response (see section 5.2.3 for updated process)
20	Streamline process for smaller projects, say single stage, three month application.	Supported in modified form, see guideline 33, pg 32.
21	Samples applications for both planning and infrastructure projects to be available on the web.	Supported, see guideline 35, pg 32.
22	Web base applications similar to CPP.	Not supported, number of applications does not justify cost.
23	Standardised departmental guidance on costs of marine structures.	Not supported, standardised costs not available due to site and regional variations.
24	Minister to award grants no later than 30 June.	Supported in modified form, see idea 26 below.
25	Lengthen time available for detailed applications as timing is over the Christmas/New Year period.	Not supported, timetable will be changed so detailed applications are due before Christmas.
26	Approval required for LGA budgeting no later than end May, start process in July and complete by following May.	Supported, see guideline 34, pg 32.
27	Allow four weeks for the expression of interest phase and ten weeks for detailed application phase.	Not supported due to simplified application process and timetable changes.

Project assessment

Suggestions made for improvements to project assessment and the responses by the Department are:

	Idea	Departmental response (see section 5.2.4 for updated process)
28	Important for regional assessment process to score/rank projects before they are sent to the Main Assessment Committee.	Supported, see guideline 37, pg 33.
29	Enhance membership of Regional Assessment Sub-Committees to provide wider representation from the recreational boating community where possible.	Supported in modified form, see guideline 37, pg 33.

	Idea	Departmental response (see section 5.2.4 for updated process)
30	Have at least one person external to the Department for Planning and Infrastructure on Regional Assessment Sub-Committees where possible; consider sea search & rescue group member.	Supported in modified form see, guideline 37, pg 33.
31	Site visits to include a representative from the LGA, even when they are not the applicant.	Supported, see guideline 37, pg 33.
32	Land based infrastructure to be weighted according to amount of recreational boating activity in the area.	Supported, see guideline 41, pg 34.
33	Enhance membership of Main Assessment Committee to provide additional representation from the recreational boating community.	Supported, see guideline 38, pg 33.
34	More community representatives are needed on the Main Assessment Committee, say three rather than two, arrange via SBC.	Supported, see guideline 38, pg 33.
35	A sea search and rescue representative is needed on the Main Assessment Committee.	Supported in modified form see guideline 38, pg 33.
36	There is no need for a SRT representative on the Main Assessment Committee (SRT representative supported this idea).	Supported, see guideline 38, pg 33.

Other issues

General comments regarding the RBFS, but not associated with the scheme elements, and the responses by the Department are:

	Idea	Departmental response
37	There needs to be more money available; at least increases in line with CPI as is the case for the funding source, the recreation boat registration fees.	The Department is pursuing CPI increase through budget process.
38	There is a need for strategic planning to provide facilities in a more balanced Statewide manner.	The Department already has a strategic planning program, additional resources are currently being sought to increase outputs.



5.1.2 Public comments

After the workshop with targeted stakeholders, the draft report was updated and version two was made publicly available via the Department's website. Letters were issued to all stakeholders including all LGAs, past grant recipients, workshop participants and other appropriate bodies such as the SBC announcing the release of the draft report and inviting them to submit comments. Section 7.7 lists all stakeholders who submitted comments.

This is version three. Version two was a comprehensive appraisal of the RBFS including its history, its current operations, comparisons with other schemes, consultation with targeted stakeholders and proposed improvements for the future. Version two included sections one to four, section 5.1.1, sections 5.2 to 7.6.2. Section 5.2 has been updated in version three after the inclusion of section 5.1.2.

Written submissions were received from ten organisations. On the whole, positive comments were received about the Department conducting the review. Stakeholders also commented on specific issues and these are summarised below. The Department's response is noted against each issue. The improvements outlined in section 5.2 have been updated in accordance with the Departmental responses to the issues raised.

	Issue	Comment	Raised by	Departmental response
1	General support for review process and outcomes.	-	Broome, Shire of Department of Sport and Recreation Derby/West Kimberley, Shire of East Fremantle, Town of FESA Mandurah, City of Recfishwest	Gratefully acknowledged.



	Issue	Comment	Raised by	Departmental response
2	Scheme funding levels – initial value of scheme funding.	Commitment by Government of the day when scheme established for funding to be \$650,000 initially then \$1,000,000 hereafter.	Boating Western Australia Recfishwest	Funding issues are outside the scope of the RBFS Review. However, the Department is pursuing increases to the scheme value through budget process as noted below in items 3, 4 and 5.
3	Scheme funding levels – adjustment for inflation.	Funding should incorporate an automatic annual adjustment for inflation.	Boating Western Australia	Funding issues are outside the scope of the RBFS Review. However, as noted in section 5.1.1 (other issues), the Department is pursuing CPI increases through budget process.
4	Scheme funding levels – adjustment for changes in registrations.	Funding should incorporate an automatic adjustment for increase in boat registrations.	Boating Western Australia	Funding issues are outside the scope of the RBFS Review. However, the Department will pursue appropriate adjustments through budget process for changes in boat registration collections.
5	Scheme funding levels – comparison with other states.	Funding should be more equivalent with other States. WA returns lowest level of registration revenue to boating public for infrastructure (see section 7.5.1 for figures).	Boating Western Australia Broome, Shire of Mandurah, City of	Adjustments for inflation and changes in boat registration collections as outlined in items 3 and 4 will increase the percentage of funding returned to the boating public for infrastructure and therefore improve the WA funding ratio with respect to the other States.
6	Strategic planning for small craft facility development.	That the Department accepts no responsibility for identifying need for facility establishment as only responds to applications.	Boating Western Australia	This statement is incorrect. The Department is in regular consultation with those LGAs with navigable waters. Also, the RBFS does not represent the Department's entire commitment to recreational boating facilities. It is only a portion of the <i>Maritime Planning Program</i> .



	Issue	Comment	Raised by	Departmental response
7	Resources not shared equally as many LGAs do not apply.	50 per cent funding requirement and responsibility for ongoing maintenance is a disincentive to LGAs.	Boating Western Australia	This issue was considered at the stakeholder workshop. Under the RBFS, recommendations for funding are made by an independent committee in response to applications. The Department provides information and technical support to all applicants. Hardship cases (where applicants cannot contribute 50 per cent) are considered. The facility owner is legally responsible for maintenance. Legalities aside, providing 100 per cent funding and maintenance would have a detrimental effect in that less total funding would be available due to the loss of the LGA contribution and maintenance would consume a portion of these reduced funds resulting in significantly fewer facilities being built or upgraded.
8	Ratio of funding for maritime and land-based facilities.	Suggest applicant's contribution to land-based facilities is greater than for maritime works to prevent shortage of funds for direct boating items.	Broome, Shire of	This issue was considered at the stakeholder workshop and has been addressed by the application of a priority order of maritime items before land-based items at the State level and at individual facilities. Funding for both maritime and land-based works remains at 50 per cent.
9	No information provided about eligible project applications.	Suggest inclusion of eligible project applications (not including ineligible ones) versus actual grants to highlight the backlog of projects and the need to increase the funds available.	Broome, Shire of	This issue was considered early in the review, however, the necessary information was not previously recorded. In conjunction with the external review the Department has reviewed the internal administrative procedures for the RBFS and, consequently, this information will be recorded for all applications from Round 10 onwards.



	Issue	Comment	Raised by	Departmental response
10	Partial funding of applications.	Caution is needed as projects may not go ahead if total funding unobtainable. May be better to carry over project rather than grant partial funding (guideline 24).	Derby/West Kimberley, Shire of	Acknowledged. The main use intended for this guideline is to allow eligible portions of an application to be funded when a project contains both eligible and ineligible portions, rather than requiring the applicant to submit another application in a later round. Similarly if funding is constrained and the priority order of maritime items before land-based items is applied, this guideline allows for the option of approving the maritime elements only with the land-based elements still eligible for funding in later rounds on reapplication. There is no intention to part fund eligible elements.
11	Indigenous consultation with respect to works on the Swan River.	The costs of native title approval can be vastly more than the cost of the actual project and are not eligible for funding.	East Fremantle, Town of	This issue has been addressed in the changes to guideline 8 which now allows the costs for all project approvals to be included as part of the applicants financial contribution. Previously these costs were totally the applicant's responsibility, under the new guidelines these costs may be included in the applicants 50 per cent contribution for Major or Minor Works.
12	Eligible applicants.	Does not support expanding eligible applicants beyond those organisations which have a direct involvement in delivery and operation of boating infrastructure (guideline 7)	Rockingham, City of	Updated guidelines do not allow this expansion of eligible applicants. Under guideline 1 applicants must be either a LGA or a SGD or Statutory Authority which has direct involvement in the delivery and operation of boating infrastructure. Guideline 7 allows for funds from other SGDs to be included as part of the applicant's funding contribution but does not allow other SGDs to be the applicant.



	Issue	Comment	Raised by	Departmental response
13	Project assessment process.	LGAs must have the capacity to submit applications directly to Main Assessment Committee – rather than Regional Sub-Committees	Rockingham, City of	The responsibility for recommendations remains with the Main Assessment Committee and they assess every application. All applications are lodged with and recorded by the RBFS Project Officer at the Department for Planning and Infrastructure. All regional projects are then assessed by the relevant Regional Sub-Committee. After which, all applications are assessed by the Main Assessment Committee. While the regional comments are important for the deliberations of Main Assessment Committee, no project is excluded from its consideration.
14	Works projects prioritised after strategic planning.	Concerned that undue weighting given to strategic planning projects may be detrimental to infrastructure projects.	Rockingham, City of	While strategic planning has been given higher priority than previously the intention is to allocate funding across all categories to ensure a reasonable distribution of funds in accordance with applications received. A new process has been added to reflect this comment. See section 5.2.4 item 43.



5.2 How will the RBFS work in the future?

The recommended improvements to the RBFS outlined in this section have been developed with the aim of retaining the current positives and addressing the current negatives after input from the workshop held with targeted stakeholders (see section 5.1.1 for details). In addition, changes have been made after analysing the public comments (see section 5.1.2 for details). The updated guidelines incorporate these improvements and are shown under the scheme elements of grant conditions, project eligibility criteria, application process and project assessment as per the general structure of this report and the workshop process. A section for concerns which fall outside these categories has been appended (see section 5.1.1 – other issues). In order to convey the significance of the amendments, the updated guidelines have been classified as Existing, Modified or New and these changes have been categorised as Major or Minor.

5.2.1 Grant conditions

The updated guidelines relating to the grant conditions will be:

	Current guideline	Updated guideline	Status	Change
1	Grants are available to Local Authorities. Interested persons or bodies must liaise with the local authority in preparing submissions.	Grants are available LGAs and to SGDs (including the Department for Planning and Infrastructure) and Statutory Authorities where they are directly involved in the delivery and operation of recreational boating facilities. Interested persons or bodies must liaise with one of these authorities to prepare a submission.	Modified	Minor
2	SGDs and Statutory Authorities will be considered for funding where they are directly involved in the delivery and operation of boating facilities, and where they can demonstrate their ability to meet grant conditions.	See guideline one.	Modified	Minor
3	The total amount of each grant cannot exceed \$250,000.	The total amount of each grant cannot exceed \$300,000 ex GST.	Modified	Major



	Current guideline	Updated guideline	Status	Change
4	Grants may be available for staged projects over a number of funding rounds.	Grants are available for projects staged over a number of funding rounds. Applications for staged projects must be supported by a model concept plan showing proposed future stages. Each stage must complete a component of the overall project. Staged projects have an annual grant limit of \$300,000 ex GST. A successful application for any stage does not guarantee other stages will be funded in future rounds.	Modified	Major
5	Funding for approved projects is on a dollar for dollar basis, although applicants that may have difficulty in contributing 50 per cent of the funds will still be considered. Any costs over the total project cost of \$500,000 must be met fully by the applicant.	Funding for approved projects is available, to maximum \$300,000 ex GST, as follows: <ul style="list-style-type: none"> • Up to 75 per cent for strategic planning; • Up to 50 per cent for project feasibility studies; and • Up to 50 per cent for infrastructure. Hardship cases will be considered, please contact the Department prior to lodging an application.	Modified	Major
6	For total project cost of \$50,000 or less, grant payments will be made following receipt of a project completion certificate given by a suitably qualified engineer. For projects of more than \$50,000 total project cost, 50 per cent of the grant will be made following award of the construction contract and the remaining 50 per cent upon receipt of a project completion certificate as above.	For works with a total project cost of \$100,000 ex GST or less, grant payments will be made following receipt of a project completion certificate given by a suitably qualified engineer. For works with a total project cost of more than \$100,000 ex GST, 50 per cent of the grant will be paid following award of the construction contract and the remaining 50 per cent upon receipt of a project completion certificate given by a suitably qualified engineer.	Modified	Major
7	Funds from other SGDs cannot be included as part of an applicant's funding contribution.	Funds from other SGDs may be included as part of an applicant's funding contribution.	Modified	Major
8	Grants will be subject to applicants obtaining all relevant planning, environmental and other approvals.	Grants are subject to applicants obtaining all relevant planning, environmental, native title and other approvals. Costs for all project approvals may be included as part of the applicant's financial contribution.	Modified	Major



	Current guideline	Updated guideline	Status	Change
9	The applicant will own the new assets created through the RBFS and will be responsible for all ongoing maintenance. The Department will own and maintain navigation aids.	The applicant will own the new assets created through the RBFS and will be responsible for all ongoing maintenance. The Department will own and maintain navigation aids.	Existing	None
10	The successful applicant must clearly demonstrate that any charges levied for the facility are used specifically and exclusively for maintenance of the facility.	The successful applicant must clearly demonstrate that any charges levied for the facility are used specifically and exclusively for maintenance of the facility.	Existing	None
11	The applicant, as owner of the project, will be responsible for insurance, both during and after construction. The project facility is to be insured for public liability and against damage or destruction by fire, storm and tempest.	The applicant, as owner of the project, is responsible for insurance, both during and after construction. The project facility must be insured for public liability and against damage or destruction by fire, storm and tempest.	Existing	None
12	Should the applicant sell any assets funded by the RBFS, it will be required to refund 50 per cent of the written down asset value.	Should the applicant sell any assets funded by the RBFS, it will be required to refund 50 per cent of the written down asset value.	Existing	None
13	Proposed new facilities or improvements to existing facilities should comply with AS3962 <i>Guidelines for Design of Marinas</i> .	Proposed new facilities or improvements to existing facilities are required to comply with the appropriate Australian Standards. For maritime infrastructure this is AS3962 <i>Guidelines for Design of Marinas</i> .	Modified	Minor
14	Recognition of the funding sources via an honour board or plaque must be displayed at the project site.	For all works projects, funding sources must be recognised via an honour board displayed as close to the facility as possible. The applicant is responsible for funding and erecting signage, which must be in the current format as advised by the Department at the commencement of works.	Modified	Minor
15	Provision of the funding is conditional on the applicant entering into an agreement that sets out the terms and conditions of the grant.	Provision of the funding is conditional on the applicant entering into an agreement which sets out the terms and conditions of the grant.	Existing	None
16	The Department will provide technical advice throughout design and development of the project when called for by the applicant.	The Department will provide technical advice throughout design and development of the project when called for by the applicant.	Existing	None



	Current guideline	Updated guideline	Status	Change
17	The applicant must provide a financial statement on the project costs on completion of the project, which may be audited at the State's request.	The applicant must provide a financial statement on the project costs on completion of the project. This may be audited at the State's request.	Existing	None
18	The grant will remain valid for 12 months from the date of advice of approval to the applicant. The project must be completed and payment claimed within this time.	The grant will remain valid for 24 months from the date of advice of approval to the applicant. The project must be completed and payment claimed within this time.	Modified	Minor
19	New guideline.	Applications for infrastructure projects supported by a Strategic Plan will be highly regarded.	New	Major
20	New guideline.	Applications for planning or infrastructure projects for Universal Design will be highly regarded. Note that Universal Design is the current terminology for the provision of access for people with disabilities.	New	Major
21	New guideline.	In kind contributions may only take the form of donated materials, community labour and loan of machinery.	New	Minor
22	New guideline.	Proponent administration costs will not be recognised in cost calculations.	New	Minor
23	New guideline.	The applicant is to fund cost overruns. Significant increases in costs due to factors beyond the applicant's control may be considered for funding upon lodgement of a variation request if financial capacity exists.	New	Major
24	New guideline.	In assessing projects, the State may offer funding for certain elements of a project or offer a percentage of the funding requested.	New	Major
25	New guideline.	Details of grants, projects and recipients may be published.	New	Minor
26	New guideline.	Non performance on previous grants may result in the applicant not being considered for future grants.	New	Minor

5.2.2 Project eligibility criteria

The updated guidelines relating to the project eligibility criteria will be:

	Current guideline	Updated guideline	Status	Change
27	Funding for planning and/or feasibility studies is available. A successful application for a planning study grant does not guarantee that the project itself will be funded in future rounds.	Funding is available for planning and/or feasibility studies. A successful application for a planning study grant does not guarantee that the project itself will be funded in future rounds. Plans to fulfil a strategy such as to meet the needs of recreational boat users which detail the what, how, when and costs that are required are eligible for funding at a higher rate.	Modified	Major
28	<p>Grants are available for the following recreational boating facilities only, which may be developing new facilities or upgrading existing facilities:</p> <p>Boat launching ramps; finger jetties; navigation aids; channels for new facilities; boat washing facilities; groynes directly related to the boating facility; moorings; marine safety signage; other appropriate signage; and maritime lighting.</p> <p>Other related works will generally not be funded, including: maintenance dredging; roads; car parking; and ablution facilities.</p> <p>For non-qualifying associated works, please speak to the local Department for Planning and Infrastructure Regional Coordinator for details of other possible schemes.</p>	<p>Funding is available for the development of recreational boating facilities being either new facilities or the upgrading of existing facilities. Eligible facilities include:</p> <ul style="list-style-type: none"> Maritime facilities - boat launching ramps, finger jetties, boating jetties, navigation aids, channels for new facilities, channel upgrades associated with the provision of new or upgraded facilities, groynes directly related to the boating facility, moorings (including day buoys) and maritime lighting; Land based facilities – trailer manoeuvring hardstands, trailer parking and lighting, ablution blocks, pump-out facilities for sullage, boat washing facilities, fish cleaning facilities if located at boating facility; Signage - marine safety signage and other appropriate signage; and Other worthwhile projects that meet the remaining guidelines. <p>Land based facilities will only be funded when the associated maritime infrastructure is maintained at the appropriate standard. Grants for land based facilities will be calculated pro rata on the percentage use by recreational boaters.</p>	Modified	Major



	Current guideline	Updated guideline	Status	Change
29	See guideline 28.	Works not eligible include general maintenance, maintenance dredging, roads and car parking. For non-qualifying associated works, please speak to the local Department for Planning and Infrastructure Regional Services Manager or the RBFS Project Officer for details of other funding schemes.	Modified	Major
30	New guideline.	Demolition of existing facilities will be funded in association with provision of new or upgraded facilities.	New	Minor
31	Submissions are judged according to the benefits they provide to recreational boat users: The following projects will not be funded: <ul style="list-style-type: none"> • Private facilities or facilities associated with private clubs; • Facilities that are not used primarily by recreational boat users, such as fishing platforms; • Maritime facilities which benefit commercial rather than recreational vessels; and • Maintenance works such as dredging to existing facilities or repairs to jetties. 	Submissions are evaluated according to the benefits they provide to recreational boat users. Funding assistance is not available for the following types of projects: <ul style="list-style-type: none"> • Private facilities or facilities associated with private clubs; • Facilities which are not used primarily by recreational boat users, such as fishing platforms; • Maritime facilities which are substantially commercial rather than recreational; and • Ablution blocks serving non-boating facilities such as recreational parks. 	Modified	Minor
32	New guideline.	Applications for combined recreational/commercial facilities will be considered when: <ul style="list-style-type: none"> • Recreational use is greater than 25 per cent of total use; • An eligible recipient lodges application; • An eligible recipient owns proposed or existing asset; and • All other grant conditions are met. Grants for combined recreational/commercial facilities will be calculated pro rata on the percentage use by recreational boaters.	New	Major



5.2.3 Application process

The updated application process will be:

	Current process	Proposed process	Status	Change
33	One funding round each financial year with two-stage application process. The first stage is an expression of interest, which, if supported, is followed by a detailed application.	One funding round each financial year. Application process may be one-stage or two-stages, depending on category. Applications less than \$100,000 ex GST total project cost are one-stage; submitted as Minor Works applications for infrastructure projects and as Planning applications for strategic planning. Applications greater than \$100,000 ex GST total project cost are two-stage; submitted as Major Works applications.	Modified	Major
34	Application process aligned to the financial year and taking approximately 12 months with: <ul style="list-style-type: none"> • Expressions of interest called mid July (open ~six weeks); • Detailed applications called mid November (open ~nine weeks); • Ministerial approval of grants in April; and • Signing of legal agreements finalised in June. 	Application process aligned to the financial year and the LGA budgetary process and taking approximately 11 months with: <ul style="list-style-type: none"> • Initial applications called late June or early July (open ~six weeks); • Detailed applications for Major Works called early October (open ~eight weeks); • Ministerial approval of grants in March; and • Signing of legal agreements finalised in May. 	Modified	Minor
35	Assistance available on the Department's website: <ul style="list-style-type: none"> • Frequently asked questions. 	Assistance available on the Department's website: <ul style="list-style-type: none"> • Samples of ideal applications for all three categories; and • Updated and expanded frequently asked questions. 	Modified	Minor

5.2.4 Project assessment

The updated project assessment process will be:

	Current process	Proposed process	Status	Change
36	Applications are evaluated according to the benefits they provide to recreational boat users. Projects are prioritised where available funding is limited.	Applications are evaluated according to benefits they provide to recreational boat users. Projects are prioritised where available funding is limited. The amount of funding sought in relation to total funds available may be an important consideration in this assessment.	Modified	Minor
37	Regional submissions reviewed by Regional Assessment Sub-Committees. Regional Assessment Sub-Committees convened in each region by the Department's Regional Coordinator with membership at his or her discretion. Site visits conducted where possible.	Regional submissions are reviewed by the local Regional Assessment Sub-Committee. The Department's local Regional Services Manager convenes the Regional Assessment Sub-Committee as required. The sub-committee membership includes an Officer from the Department's New Coastal Assets branch. The remaining members are at the Regional Service Manager's discretion with at least one member external to the Department for Planning and Infrastructure recommended, possibly a local sea search and rescue member. Site visits to be conducted for all applications and an LGA representative to be invited to attend whether or not they are the applicant. Applications to be ranked in priority order for the region.	Modified	Minor
38	All submissions reviewed by the Main Assessment Committee. Membership as follows: <ul style="list-style-type: none"> • Department for Planning and Infrastructure (two); • State Boating Council (two); • Swan River Trust (one); • Western Australian Local Government Association (one); and • Western Australian Tourism Commission (one). 	The Main Assessment Committee reviews all submissions. The Main Committee Membership is: <ul style="list-style-type: none"> • Department for Planning and Infrastructure (two); • State Boating Council (three, with the FESA member recommended); • Western Australian Local Government Association (one); and • Western Australian Tourism Commission (one). 	Modified	Minor



	Current process	Proposed process	Status	Change
39	New process.	Committee members of the Main Assessment Committee, including those from the Department for Planning and Infrastructure, must abstain from voting when they have a conflict of interest.	New	Minor
40	New process.	When funding is constrained the priority order for grant funding, from highest to lowest, is maritime facilities, essential land based facilities then desirable land-based facilities.	New	Major
41	New process.	Maritime and land-based facilities are weighted according to the amount of recreational boating activity in the area and in accordance to any existing Strategic Plans.	New	Major
42	New process.	Applications supported by a Strategic Plan and/or a model concept will be highly regarded.	New	Minor
43	New process.	Funding will be allocated across all application categories to ensure a reasonable distribution of funds in accordance with the applications received for each round.	New	Major

5.3 Where to from here?

In order to ensure the continued success of the RBFS the new guidelines outlined in sections 5.2.1 to 5.2.4 need to be implemented. In addition, a process for continuous improvement is desirable.

5.3.1 Implementing the changes

Implementing the changes from the review process will require action by the Department including notifying all stakeholders. The proposed methods for promoting the improved scheme to all stakeholders include:

- Production of an updated brochure for 2004/05 detailing the new scheme guidelines and showcasing a range of successful grants;
- Utilise this brochure to market the scheme to relevant LGAs and other interested parties with particular emphasis on improving regional ownership to increase submissions; and
- Provide improved feedback to recreational boat owners via the Department's new *Boating Communities Newsletter*.

5.3.2 Continuous improvement

The proposed method for continuous improvement for the RBFS is:

- Internal review of the RBFS in approximately two to three years to assess success of changes to the scheme and make any minor adjustments required; and
- External review of the RBFS in approximately five years; utilising a similar process to the one outlined in this report.

6 Abbreviations

CALM	Department of Conservation and Land Management
CPP	Country Pathways Program
FESA	Fire and Emergency Services
Fisheries	Department of Fisheries
LGAs	Local Government Authorities
NSW	New South Wales
NT	Northern Territory
QLD	Queensland
RADS	Regional Airports Development Scheme
RBFS	Recreational Boating Facilities Scheme
RDC	Regional Development Commission
SA	South Australia
SBC	State Boating Council
SGDs	State Government Departments
SRT	Swan River Trust
TAS	Tasmania
Transport	Department of Transport (incorporated into the Department for Planning and Infrastructure in July 2001)
VIC	Victoria
WALGA	Western Australian Local Government Association (known as WAMA prior to December 2001)
WAMA	Western Australian Municipal Association (became WALGA in December 2001)
WATC	Western Australian Tourism Commission

7 Appendices

7.1 Past guidelines for grant conditions and project eligibility

Item	Process Elements	Years and Rounds						Notes
		1 and 2 1998/99	3 and 4 1999/00	5 and 6 2000/01	7 2001/02	8 2002/03	9 2003/04	
	Grant Conditions							
1	Who can apply	LGA	LGA	LGA	LGA SGA	LGA SGA	LGA SGA	
2	Who grant is made to	Asset Owner	Asset Owner	Asset Owner	Asset Owner	Asset Owner	Asset Owner	
3	Amount of project funded	50%	50%	50%	50%	50%	50%	
4	Hardship cases considered	-	-	✓	✓	✓	✓	
5	Maximum grant	250,000	250,000	250,000	250,000	250,000	250,000	
6	Payment on completion for projects \$50,000 or less. Payments of 50% on contract award and 50% on completion for projects over \$50,000	✓	✓	✓	✓	✓	✓	
7	Costs available for detailed planning	10%	10%	-	-	-	-	Note 1
8	Funds from other WA SGA cannot be used as part of the LGA funding commitment	✓	✓	✓	✓	✓	✓	
9	Grants may be available for staged projects over a number of rounds	-	-	✓	✓	✓	✓	
10	Grants subject to relevant approvals being obtained by applicant	✓	✓	✓	✓	✓	✓	
11	Asset belongs to applicant (except navigation aids which belong to DPI)	✓	✓	✓	✓	✓	✓	
12	Applicant responsible for ongoing maintenance	✓	✓	✓	✓	✓	✓	
13	User charges may only cover operation and maintenance costs	✓	✓	✓	✓	✓	✓	
14	Owner responsible for insurance, insurance required	✓	✓	✓	✓	✓	✓	
15	Cost overruns are the responsibility of the applicant	✓	✓	✓	-	-	-	Note 2
16	Sale of asset requires proportional refund of grant monies	✓	✓	✓	✓	✓	✓	
17	Facilities (new and upgrades) should comply with AS3962	-	-	✓	✓	✓	✓	
18	Honour board or plaque showing funding sources required	✓	✓	✓	✓	✓	✓	
19	Agreement required	✓	✓	✓	✓	✓	✓	
20	DPI involved throughout design and development of project	✓	✓	✓	-	-	-	Note 3
21	DPI will provide technical advice throughout design and development of the project when called for by the applicant	-	-	-	✓	✓	✓	
22	Applicant must provide financial statement on project costs on completion (may be subject to audit)	-	-	✓	✓	✓	✓	
23	Grant will remain valid for 12 months from the date of advice to the LGA. The project must be complete and payment claimed within this time	-	-	-	✓	✓	✓	

Legend

- DPI Department for Planning and Infrastructure
- LGA Local Government Authorities
- SGA State Government agencies
- ✓ Item specifically approved
- × Item specifically excluded
- Item not mentioned

Notes

- 1 Incorporated into item 26
- 2 Unintentional omission - to be reinstated with updated wording
- 3 Incorporated into item 21
- 4 Clarification required - eligible under appropriate circumstances
- 5 Incorporated into item 36



Item	Process Elements	Years and Rounds						Notes
		1 and 2 1998/99	3 and 4 1999/00	5 and 6 2000/01	7 2001/02	8 2002/03	9 2003/04	
Project Eligibility								
<i>Types of facilities funded:</i>								
24	Recreational boating	✓	✓	✓	✓	✓	✓	
25	Commercial boating	-	-	x	x	x	x	
<i>Types of works funded:</i>								
26	Funding for planning and/or feasibility studies is available	-	-	✓	✓	✓	✓	
27	New facilities	✓	✓	✓	✓	✓	✓	
28	Upgrade to existing facilities	✓	✓	✓	✓	✓	✓	
29	Demolition of existing facilities	-	-	-	-	-	-	Note 4
30	Maintenance to existing facilities	-	-	x	x	x	x	
<i>Types of infrastructure funded:</i>								
31	Boat launching ramps	✓	✓	✓	✓	✓	✓	
32	Jetties	✓	✓	-	-	-	-	Note 2
33	Finger jetties	✓	✓	✓	✓	✓	✓	
34	Navigation aids (for recreational boating)	✓	✓	✓	✓	✓	✓	
35	Channels for easier boating access	✓	✓	-	-	-	-	Note 5
36	Channels for new facilities	-	-	✓	✓	✓	✓	
37	Channel upgrades	-	-	-	-	-	-	Note 4
38	Boat washing facilities	✓	✓	✓	✓	✓	✓	
39	Groynes related to boating facilities	✓	✓	✓	✓	✓	✓	
40	Moorings	✓	✓	✓	✓	✓	✓	
41	Marine safety signage (speed limits, channel depth, vessel draft etc)	✓	✓	✓	✓	✓	✓	
42	Other appropriate signage	✓	✓	✓	✓	✓	✓	
43	Maritime lighting	✓	✓	✓	✓	✓	✓	
44	Maintenance dredging	-	-	x	x	x	x	
45	Roads	-	-	x	x	x	x	
46	Car and trailer parking	-	-	x	x	x	x	
47	Ablution facilities	-	-	x	x	x	x	
48	Private facilities	-	-	x	x	x	x	
49	Private club facilities	-	-	x	x	x	x	
50	Fishing platforms	-	-	x	x	x	x	

Legend

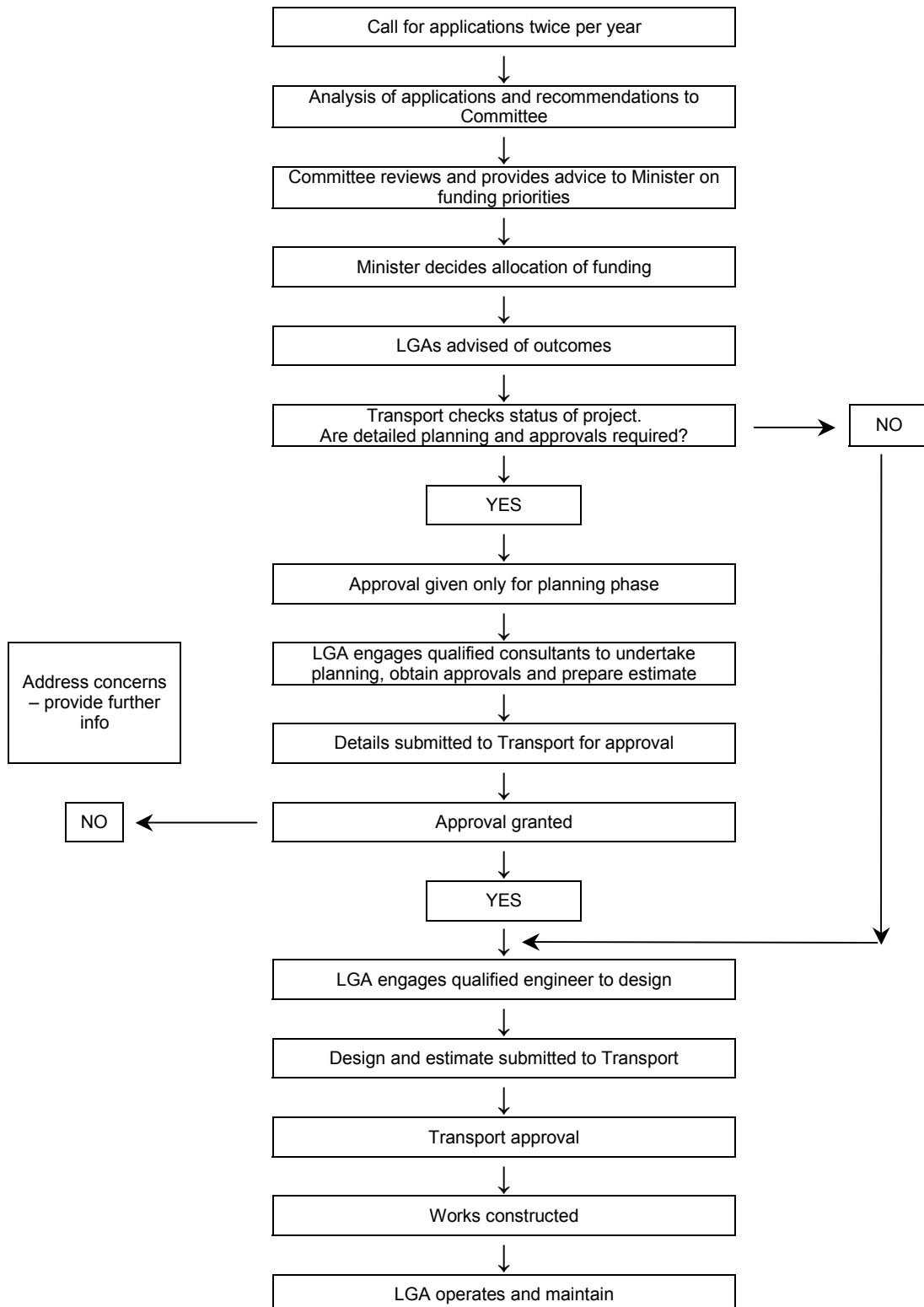
- LGA Local Government Authorities
 SGA State Government agencies
 ✓ Item specifically approved
 x Item specifically excluded
 - Item not mentioned

Notes

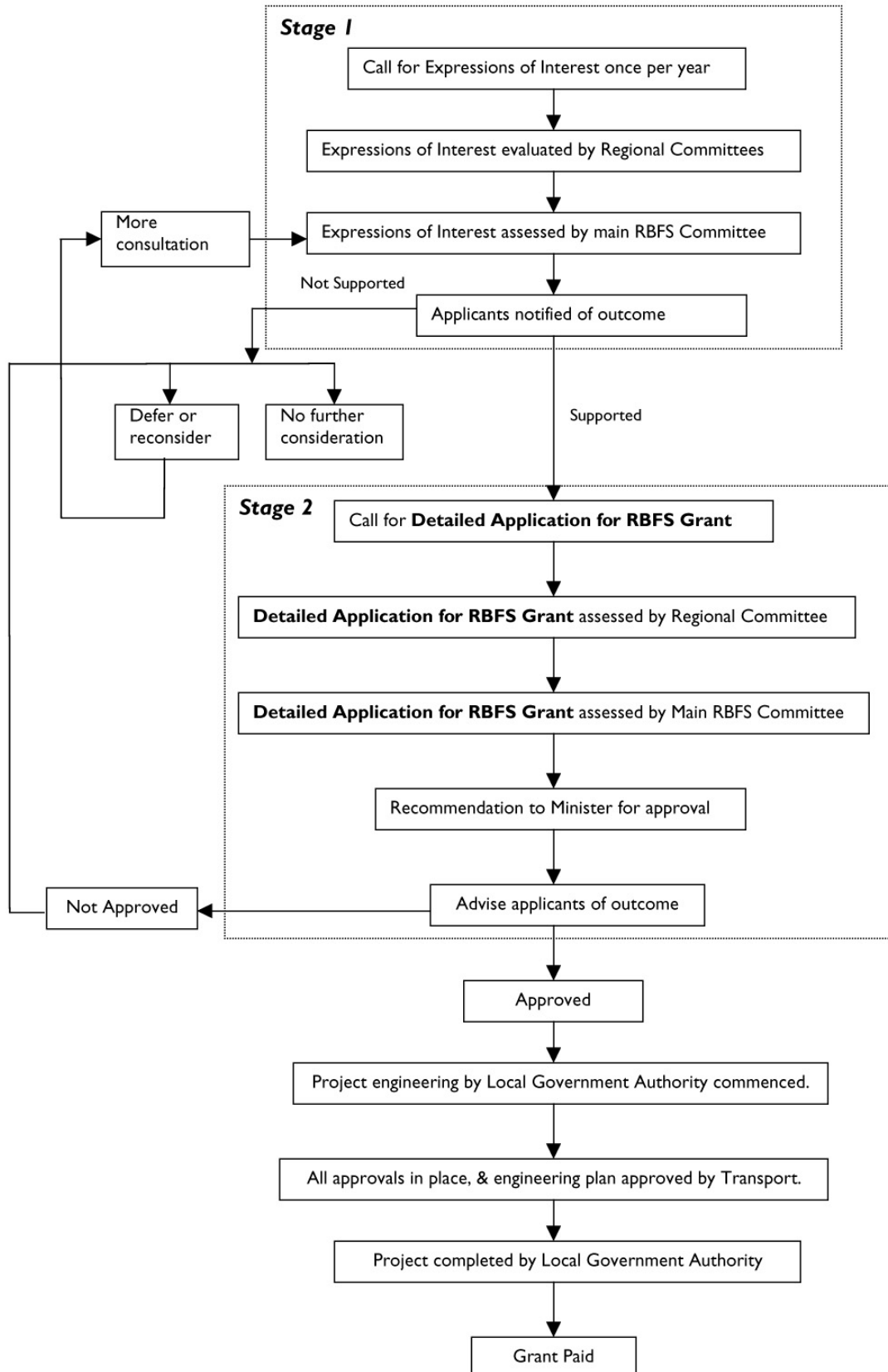
- Incorporated into item 26
- Unintentional omission - to be reinstated with updated wording
- Incorporated into item 21
- Clarification required - eligible under appropriate circumstances
- Incorporated into item 36

7.2 Past application processes

7.2.1 Original one-stage application process

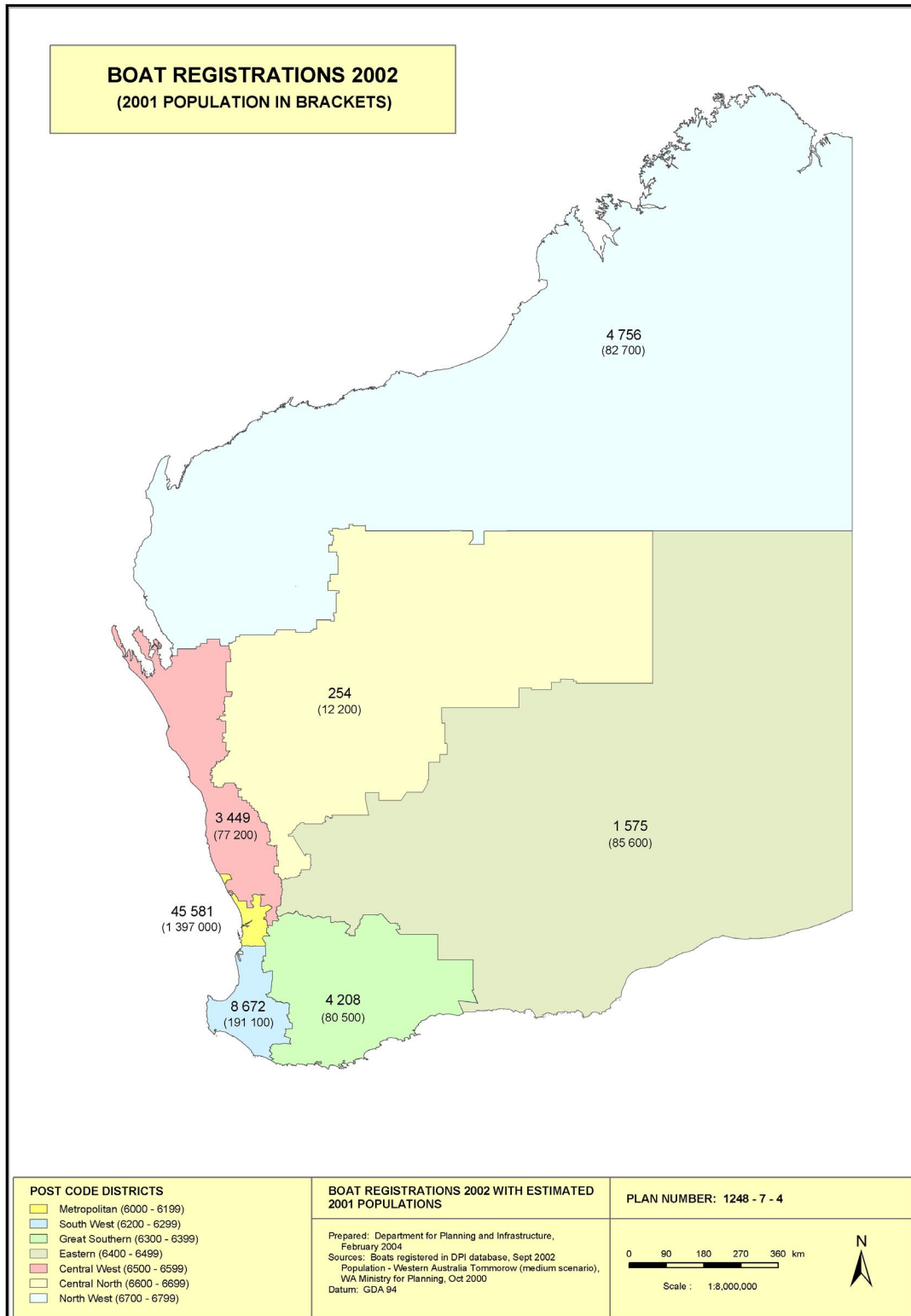


7.2.2 Revised two-stage application process

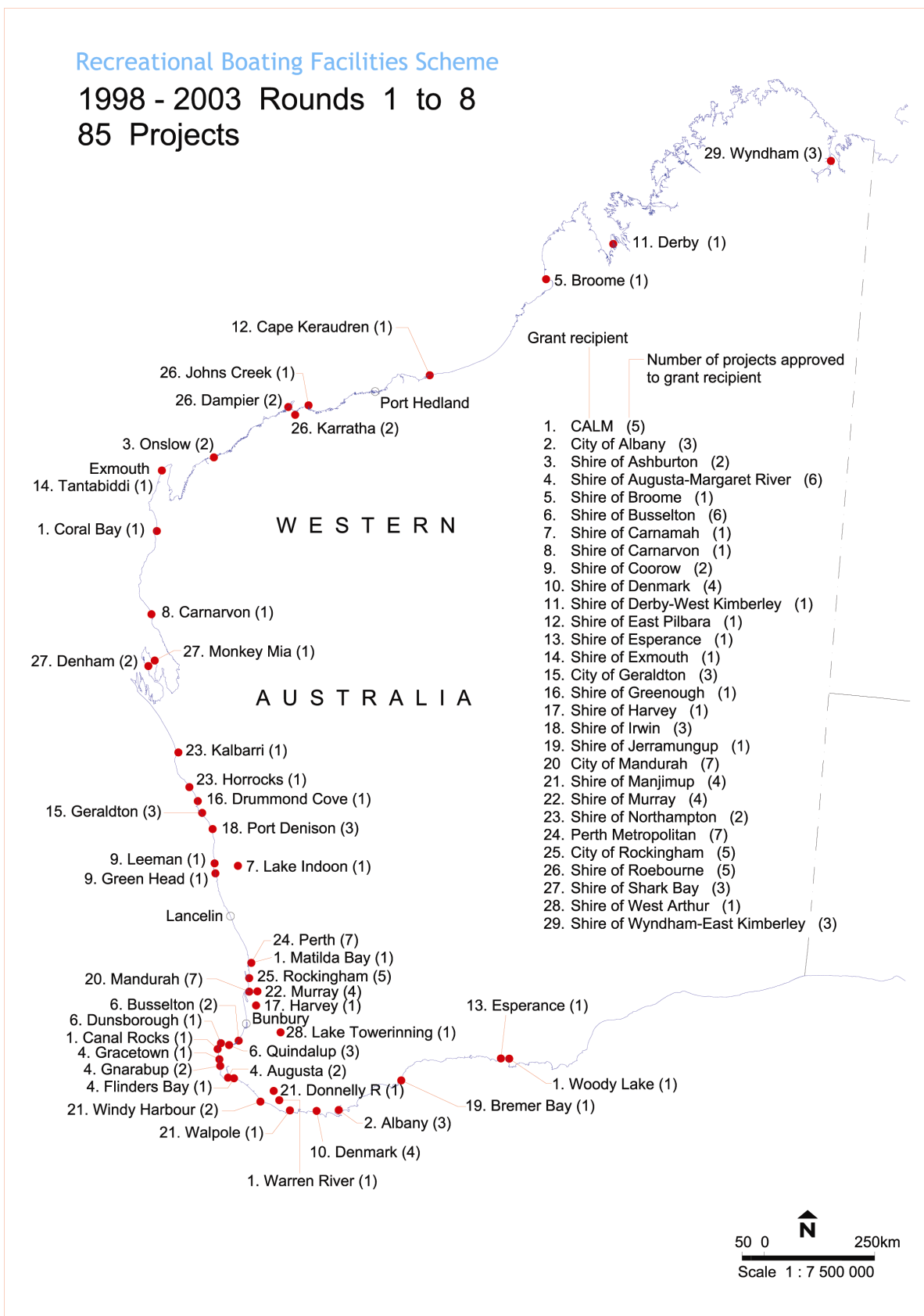


7.3 Project details

7.3.1 Populations and boat registrations by region



7.3.2 Geographic distribution

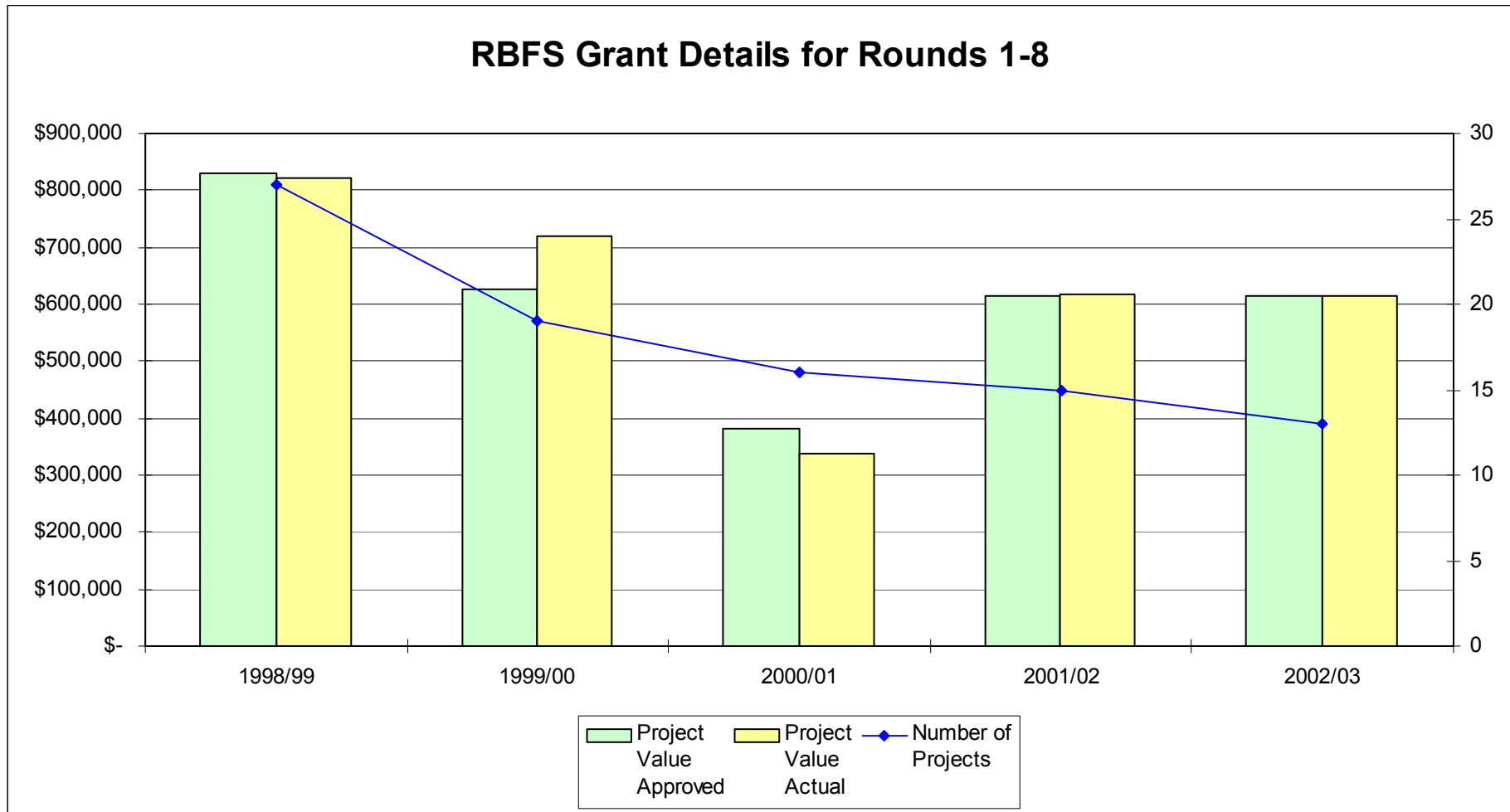




Recreational Boating Facilities Scheme Grants
1998 – 2003
(Rounds 1 to 8 – 85 Grants)

1. CALM (5)
Woody Lake – Revetment and Turning Area
Warren River – Small Craft and Launching Facility
Canal Rocks – Upgrade Boat Ramp
Coral Bay – Upgrade Existing Facility
Matilda Bay – Boat Ramp
2. CITY OF ALBANY (3)
Lower King River – Boat ramp
Emu Point – Boat Ramp
Lower King River – Finger Jetty at Elizabeth Street
Boat Ramp
3. SHIRE OF ASHBURTON (2)
Beadon Creek – Floating Jetty
Onslow Sunrise Beach – Boat Ramp
4. SHIRE OF AUGUSTA-MARGARET RIVER (6)
East Augusta Blackwood River – Boat Ramp
Flinders Bay – Boat Ramp
Gnarabup Beach – Boat Ramp
Ellis Street – Jetty
Gnarabup – Ramp Stage 2
Grace Town – Northpoint Boat Ramp
5. SHIRE OF BROOME (1)
Boating Facilities Study
6. SHIRE OF BUSSELTON (6)
Old Dunsborough – Boat Ramp
Quindalup – Jetty
Quindalup – Boat Ramp
Abbey Beach – Upgrade Facility
Port Geographe – Boat Ramp Lighting
Quindalup – Sea Rescue Boat Ramp Illuminated
Sign Board
7. SHIRE OF CARNAMAH (1)
Lake Indoon – Boat Ramp
8. SHIRE OF CARNARVON (1)
New Boat Launching Facility
9. SHIRE OF COOROW (2)
Leeman – Ramp Study
Greenhead South Bay – Boat Ramp
10. SHIRE OF DENMARK (4)
Frankland River – Jetty
Boat Launching and Marina Report
Peaceful Bay – Feasibility Study
Wilson Inlet – Poddyslot Jetty
11. SHIRE OF DERBY-WEST KIMBERLEY (1)
Derby Wharf – Planning Study to Upgrade Boat Ramp
12. SHIRE OF EAST PILBARA (1)
Cape Keraudren – Upgrade Boat Ramp
13. SHIRE OF ESPERANCE (1)
Plan for Recreational Boating Facilities
14. SHIRE OF EXMOUTH (1)
Tantabiddi – Boat Ramp
15. CITY OF GERALDTON (3)
Pages Beach – Boat Ramp Planning Study
Town Beach Boat Ramp – Extend Rock Groyne
Batavia Marina – Two Extra Boat Ramp
16. SHIRE OF GREENOUGH (1)
Drummond Cove – Ramp Feasibility Study
17. SHIRE OF HARVEY (1)
Binningup Beach – Coastal Viability Study
18. SHIRE OF IRWIN (3)
Port Denison – Boat Ramp
Port Denison - Jetty
Port Denison – Chafers on Small Boat Harbour Jetty Head
19. SHIRE OF JERRAMUNGUP (1)
Bremer Bay Fisheries Beach – Fenders & Access Ladder
20. CITY OF MANDURAH (7)
Dawesville – Boat ramp Stage 2
Dawesville – Boat Ramp Stage 3
Nairn Road – Boat Ramp
Mary Street Lagoon – Mooring & Launching Facilities
Novara – Boat Ramp Stage 1
Estuary Road Parkridge – New Finger jetty
Novara – New Finger Jetty Stage 2
21. SHIRE OF MANJIMUP (4)
Windy Harbour – Feasibility Study
Walpole – Upgrade Existing Jetty
Donnelly River – Upgrade Existing Jetty
Windy Harbour – Improvements to Boating Facilities
22. SHIRE OF MURRAY (4)
River Road – Boat Ramp
Warma Way – Boat Ramp
Murray Bend – Boat Ramp
Yunderup – Lucy Hunter Park New Land Backed Jetty
23. SHIRE OF NORTHAMPTON (2)
Horrocks – Boat Ramp
Kalbarri – Boat Ramp
24. PERTH METROPOLITAN (7)
Town of Mosman Park – Mosman Bay Boat Ramp
City of Bayswater – Clarkson Reserve Jetty
City of Bayswater – Slade Street Ramp
City of Belmont – Goodwood Parade Boat Ramp
City of Melville – Bicton Jetty Reconstruction
City of Joondalup – Ocean Reef Boat Harbour Extra Lighting
Town of East Fremantle – Leeuwin Ramps
25. CITY OF ROCKINGHAM (5)
Palm Beach – Boat Ramp
Palm Beach – Catwalk
Bent Street – Boat Ramp Stage 1
Port Kennedy – Planning Study
Point Peron - Ramp
26. SHIRE OF ROEBOURNE (5)
Dampier – Boat Ramp
John's Creek – Boat Ramp
Karratha – Back Beach Boat Ramp Study
Dampier – Boat Ramp Walkway
Karratha – Back Beach Ramp
27. SHIRE OF SHARK BAY (3)
Monkey Mia – Boat Ramp
Denham – Foreshore Fish Cleaning Facility
Denham – Foreshore Ramp
28. SHIRE OF WEST ARTHUR (1)
Lake Towerinning – Boat Ramp
29. SHIRE OF WYNDHAM-EAST KIMBERLEY (3)
Lily Creek Lagoon – Finger Jetty at Boat Ramp
Wyndham Port – Modifications to Pontoon Jetty
Lower Ord River – Two Fleximat Boat Ramps

7.3.3 Financial summary





Year	Rounds	Project Value Approved	Project Value Actual	Number of Projects	Status of Projects	Notes
1998/99	1 and 2	\$830,182	\$820,953	27	All closed	
1999/00	3 and 4	\$625,684	\$718,689	19	1 project still open R4	Project Value Actual not Finalised
2000/01	5 and 6	\$381,578	\$337,133	16	2 projects still open R6	Project Value Actual not Finalised
2001/02	7	\$614,013	\$616,298	15	9 projects still open R7	Project Value Actual not Finalised
2002/03	8	\$613,583	\$613,583	13	13 projects still open R8	Project Value Actual not Finalised
Totals		\$3,065,040	\$3,106,656	90		

7.4 Current guidelines for grant conditions and project eligibility

Grant Conditions

- Grants are available to Local Authorities. Interested persons or bodies must liaise with the local authority in preparing submissions.
- State Government Departments and Statutory Authorities will be considered for funding where they are directly involved in the delivery and operation of boating facilities, and where they can demonstrate their ability to meet the grant conditions
- The total amount of each grant cannot exceed \$250,000.
- Funding for approved projects is on a \$1 for \$1 basis, although applications from Local Authorities that may have difficulty in contributing 50 per cent of the funds will still be considered. Any costs over the total project cost of \$500,000 must be met fully by the applicant.
- For total project cost of \$50,000 or less, grant payments will be made following receipt of a project completion certificate given by a suitably qualified engineer. For projects of more than \$50,000 total project cost, 50% of the grant will be made following award of the construction contract and the remaining 50% upon receipt of a project completion certificate as above.
- Funds from other Western Australian State Government agencies cannot be included as part of the Local Authority's funding contribution.
- Grants are for recreational boating facilities only, which may be the developing of new facilities or the upgrading of existing facilities. Funding is available for the following maritime infrastructure items:
 - Boat launching ramps, finger jetties, navigation aids, channels for new facilities, boat washing facilities, groynes directly related to the boating facility, moorings, marine safety signage, other appropriate signage and maritime lighting.
 - Other related works will generally not be funded, including maintenance dredging, roads, car parking and ablution facilities. For non-qualifying associated works, please speak to your local Regional Transport Coordinator for details of other possible schemes.
- Submissions are judged according to the benefits they provide to recreational boat users. The following projects will not be funded:
 - Private facilities or facilities associated with private clubs;
 - Facilities that are not used primarily by recreational boat users, such as fishing platforms;
 - Maritime facilities which benefit commercial rather than recreational vessels;
 - Maintenance works such as dredging to existing facilities or repairs to jetties.
- Grants may be available for staged projects over a number of funding rounds.
- Funding for planning and/or feasibility studies is available. A successful application for a planning study grant does not guarantee that the project itself will be funded in future rounds.
- Grants will be subject to applicants obtaining all relevant planning, environmental and other approvals.
- The Local Authority will own new assets created through the RBFS and be responsible for all ongoing maintenance. Transport will own and maintain navigation aids.
- The successful applicant must clearly demonstrate that any charges levied for the facility are used specifically and exclusively for maintenance of the facility.
- The Local Authority as owner of the project will be responsible for insurance both during and after construction. The project facility is to be insured for public liability and against damage or destruction by fire, storm and tempest.
- Should the local authority sell any assets funded by this Scheme, it will be required to refund the RBFS 50 per cent of the written down asset value.
- Proposed new facilities or improvements to existing facilities should comply with AS3962 "Guidelines for Design of Marinas."
- Recognition of the funding sources via an Honour Board or Plaque must be displayed at the project site.
- Provision of the funding is conditional on the applicant entering into an agreement that sets out the terms and conditions of the grant.
- Transport will be provide technical advice throughout design and development of the project when called for by the Local Authority.
- The applicant must provide a financial statement on the project costs upon completion of the project, which may be audited at the State's request.
- The Grant will remain valid for 12 months from the date of advice of approval to the Local Authority. The project must be completed and payment claimed within this time.



7.5 Comparison with similar funding schemes in other States

7.5.1 General information

Basic Data	States					Notes
	NSW	SA	TAS	VIC Old	WA	
Population (ABS Estimated June 2002)	6,640,000	1,520,000	472,725	4,900,000	1,927,000	
Kilometres of coastline	1,580	3,700	1,300	1,200	12,500	All figures are coastline only, inland navigable waters not included
Number of vessels paying Recreational Boat Registration Fees	191,000	51,000	20,250	147,000	74,500	
Percentage of population owning vessels subject to Recreational Boat Registration Fees	2.88%	3.36%	4.28%	3.00%	3.87%	
Total revenue from Recreational Boat Registration Fees, per annum	\$12,500,000	\$2,677,500	\$1,100,000	\$6,343,000	\$5,700,000	NSW Includes revenue from approx 8,000 commercial vessel registrations
Funds available in the facilities scheme per annum	\$2,000,000	\$1,326,000	\$220,000	\$1,100,000	\$650,000	
Percentage of the Recreational Boat Registration Fees available for the facilities scheme	16%	50%	20%	17%	11%	
Financial year carryover for unused scheme funds	✓	✓	×	✓	Note 1	
Number of rounds per annum	1	2	1	1	1	
Number of applications in 2002/03	58	13	68	60	23	SA 2001/02 figures
Number of projects approved 2002/03	40	12	19	32	17	SA 2001/02 figures
Minimum grant approved 2002/03	\$3,000	\$8,384	\$650	\$3,500	\$4,000	SA 2001/02 figures
Maximum grant approved 2002/03	\$180,000	\$367,266	\$26,306	\$125,000	\$250,000	SA 2001/02 figures VIC grant of \$300,000 over 3 years also made

Note 1 – Carryover in place from July 2002 onwards.

Also note:

- Queensland's recreational boating registration fees are included in consolidated revenue, not isolated for use in provision of recreational boating purposes.
- The Northern Territory does not have any recreational boating registration fees, funding for all infrastructure projects is provided from consolidated revenue.



7.5.2 Elements of funding schemes

Process Elements	States						Notes
	NSW	SA	TAS	VIC Old	VIC New	WA	
Scheme Details							
Department/Authority responsible	Waterways	Transport	Marine & Safety	Infrastructure	Infrastructure	Planning and Infrastructure	
Scheme name	Waterways Asset Development and Management Program (WADAMP)	Recreational Boating Facilities Fund (RBFF)	Recreational Boating Fund (RBF)	Boating Facilities Program (BFP)	Boating Safety and Facilities Program (BSFP)	Recreational Boating Facilities Scheme (RBFS)	
First year of scheme	1998/99	1986	1998	1987	2003/04	1998/99	
Applicable Act	Not Relevant	Harbors and Navigation Act 1993	Not Relevant	Marine Act 1988	Marine Act 1988	Marine and Harbours Act 1981	
Grant Conditions							
Who can apply	LA SGD SSA BG C	LA Private owners of publicly available facilities	Individuals LA and clubs	FM LWA SGD SSA CM Commonwealth	Note 14	LA SGD SSA	
Is scheme provider eligible to apply?	✓	✓	✓	✓	✓	✓	WA Guidelines to not prevent DPI from applying, however, there have been no applications submitted to date
Who grant is made to	Grant Applicant	Grant Applicant	Asset Owner	Grant Applicant	Grant Applicant	Asset Owner	
Amount of project funded	50%	50%	Up to 100% possible, usually 50%	Up to 80%	Note 15	50%	
Minimum grant	\$5,000	\$20,000	x	x	x	x	
Maximum grant	\$200,000	\$400,000	x	x	x	\$250,000	TAS Maximum generally about \$30,000 and \$44,000 largest so far
Strategic boating plan for locality necessary	Desirable	Desirable	Desirable	✓	✓	x	
Funding available in stages?	✓	✓	x	✓	✓	✓	
Funding available for planning and/or feasibility studies?	Note 10	x	x	✓	✓	✓	
Facility must be accessible to the public at all times	✓	✓	✓	✓	✓	✓	
Relevant approvals - planning, environmental etc - are responsibility of applicant	✓	Note 13	✓	✓	✓	✓	
Cost of technical approvals required for construction eligible if application made (eg engineering or environmental reports, surveys)	✓	x	✓	✓	✓	Not Specified	
Cost of non technical approvals required for construction eligible application made (eg native title, project management, contingency, development applications)	✓	x	✓	x	x	Not Specified	
Applicant to obtain written support from LA (when they are not the applicant)	✓	✓	x	✓	✓	x	TAS Public forums are held WA Only LA, SGD and SSA are eligible i.e. unnecessary
Applicant to obtain local community support prior to application	Desirable	✓	x	✓	✓	x	
Owner responsible for ongoing maintenance	✓	✓	x	✓	✓	✓	
Charges levied must be used for specifically and exclusively for maintenance	Note 1	✓	x	Note 9	Note 9	✓	TAS There are no fees for use of boat ramps in the state
Owner responsible for insurance	✓	✓	✓	✓	✓	✓	
Sale of asset requires proportional refund of grant monies	Note 1	x	x	Note 9	Note 16	✓	
Australian Standards applicable for construction	✓	✓	✓	✓	✓	✓	
Legal agreement between scheme provider and applicant/owner	✓	x	x	✓	✓	✓	TAS Letter of understanding only
Technical advice provided by scheme provider	Note 2	Limited	✓	x	Note 17	✓	
Time limit on payment of grant	18 months	12 months	By Financial Year End	By Financial Year End	By Financial Year End	12 months	

Abbreviations (See page two for Notes)

BG	Boating Groups (incorporated or registered)	SAR	Search and Rescue
C	Clubs using waterways infrastructure (incorporated or registered)	SGD	State Government Departments
CM	Committees of Management	SSA	State Statutory Authorities
FM	Facility Managers		
LA	Local Authorities		
LWA	Local Waterway Authorities		
MAST	Marine and Safety Tasmania		
MSV	Marine Safety Victoria		



Process Elements	NSW	SA	TAS	VIC Old	VIC New	WA	Notes
Project Eligibility							
<i>Types of facilities funded:</i>							
Recreational boating	✓	Note 12	✓	✓	✓	✓	
Commercial boating	x	Note 12	x	x	x	x	TAS Commercial operations may contribute to works providing proponent is recreational boater
<i>Types of works funded:</i>							
New facilities	✓	✓	✓	✓	✓	✓	
Upgrade to existing facilities	✓	✓	✓	✓	✓	✓	
Maintenance to existing facilities	x	x	✓	x	x	x	
<i>Types of infrastructure funded:</i>							
Boat launching ramps	✓	✓	✓	✓	✓	✓	
Boating jetties	✓	✓	✓	✓	✓	✓	
Finger jetties	✓	✓	✓	✓	✓	✓	
Navigation aids (for recreational boating)	Note 3	✓	✓	✓	✓	✓	
Channels for new facilities	✓	✓	✓	x	x	✓	
Channel upgrades	Note 7	✓	✓	x	x	✓	
Boat washing facilities	✓	✓	✓	x	x	✓	
Car and trailer manoeuvring hardstand/apron	✓	✓	✓	✓	✓	✓	
Groynes related to boating facilities	✓	✓	✓	✓	✓	✓	
Public moorings	Note 3	✓	✓	✓	✓	✓	
Marine safety signage (speed limits, channel depth, vessel draft etc)	✓	x	✓	✓	✓	✓	
Other appropriate signage	✓	✓	✓	✓	✓	✓	
Maritime lighting	✓	✓	✓	✓	✓	✓	
Maintenance dredging	x	x	✓	Note 4	Note 4	x	
Public sewage/sullage pumpout facilities	Note 7	Note 7	✓	✓	✓	x	
Liquid waste collection facilities (oil, bilge water)	Note 11	Note 7	Note 11	Note 11	✓	x	
Roads	Note 4	Note 4	x	Note 4	Note 4	x	
Car and trailer parking	✓	✓	x	✓	✓	x	
Ablution facilities	Note 10	x	x	x	x	x	
Private facilities	x	x	x	x	x	x	
Private club facilities	x	x	x	x	x	x	
Fishing platforms	x	x	x	x	x	x	
Application Process							
Advertising - public notice	✓	x	x	✓	✓	✓	
Advertising - mailout or email	✓	✓	✓	✓	✓	x	
Number of stages for application process - 1 or 2 (Expression of Interest followed by Detailed Submission)	1	2	1	1	1	2	
Project Assessment							
Local consultation by scheme provider	✓	x	✓	✓	✓	✓	NSW Regional manager SA Applicants responsibility TAS Public forums WA Regional committee
Assessment by scheme provider	Note 2	Note 5	Note 5	x	x	Note 5	VIC At the committee phase, no prior assessment by Department
Funds allocated by region	x	x	x	x	x	x	
Recommendation by independent committee	x	✓	x	✓	x	✓	
Recommendation by committee, not independent	✓	x	✓	x	✓	x	NSW Includes independent Local Government Association and boating representatives on committee
Approving entity	CEO	Minister	Board	Minister	Minister	Minister	
Project Implementation							
Scheme provider approves plan	Note 2	x	Note 5	x	x	Note 5	
Independent assessor approves engineering plan	✓	✓	x	✓	✓	x	NSW For Sydney Harbour engineering plans require approval by Waterways Authority
Scheme provider does on site inspections	✓	Minimal	✓	x	Note 17	✓	
Scheme provider involved with construction phase	x	x	✓	x	Note 17	x	
Certification of completion required	✓	✓	Note 8	✓	✓	✓	
Certification of completion signed by	Note 6	Asset Owner	Asset Owner or Contractor	Asset Owner	Asset Owner	Asset Owner	TAS, VIC & WA Senior Representative such as CEO must sign

Notes

- Note 1 This condition is not standard but has been used as a special condition as required
- Note 2 Concept and functionality but not engineering specifications. In Sydney Harbour engineering plans require approval by Waterways Authority
- Note 3 Usually funded from capital fund as authority is owner of facility, however, has been funded from scheme when a local authority is owner
- Note 4 Funding is available for limited works only, extensive works not funded
- Note 5 Concept, functionality and engineering specifications
- Note 6 Usually applicant but may be local authority if applicant is a club
- Note 7 Limited, enquiries are usually directed to other funding sources
- Note 8 All works inspected by MAST, if larger job tender documentation will specify certificate
- Note 9 Must be disclosed
- Note 10 Possible in conjunction with other approved construction works
- Note 11 Applications not common but would be considered
- Note 12 Recreational funding assistance is discounted in proportion to the assessed commercial usage of the facility
- Note 13 Except Native Title which is the responsibility of the land owner
- Note 14 Eligibility for the categories of the program varies, for example, search and rescue organisations can apply for SAR vessels; LWA, SGD, SSA and CM can apply for the facilities and navigational aids and signage categories; boating related and community groups can apply for grants under the community harbours category and education and training.
- Note 15 Varies depending on category, in summary fund to 80% of facilities, SAR, Education & Training; funding up to 50% for community harbours category; and funding to 100% for navigation and signage (they pay for installation and maintenance)
- Note 16 Recipients must inform MSV of sale, in some cases they may use the sale money as their contribution towards next application, i.e. replacement SAR boat
- Note 17 In case of SAR boats

7.6 Workshop with targeted stakeholders

7.6.1 Agenda

Recreational Boating Facilities Scheme Review Agenda for Workshop with Targeted Stakeholders

Details

The strategic workshop will be held:

At: *Heritage Room, Tradewinds Hotel, Canning Highway, East Fremantle*

On: *Thursday 26 February 2004*

From: *Workshop will start at 8.45am sharp, concluding 5.00pm*

Program

8:45am	<i>Welcome</i>
8:50am	<i>Introductions and ground rules</i>
9.15am	<i>Where are we now?</i>
9.30am	<i>Positives and negatives of current scheme; and future needs and hot issues</i>
10.15am	<i>Break</i>
	<i>Where do we want to be? 4 separate sessions</i>
10.45am	1. Project eligibility criteria
11.45am	1. Project eligibility criteria
12.15am	2. Grant conditions
1.15pm	<i>Lunch</i>
2.00pm	2. Grant conditions
2.30pm	3. Application process
3.00pm	3. Application process
3.15pm	4. Project assessment
3.45pm	<i>Break</i>
4.15pm	4. Project assessment
4.30pm	<i>How do we get there?</i>
4.45pm	<i>What happens now?</i>
5.00pm	<i>Close</i>



7.6.2 Invitees

The following organisations were invited:

Organisation Type	Organisation
LGA	Albany, City of
LGA	Augusta-Margaret River, Shire of
LGA	Bassendean, Town of
LGA	Bayswater, City of
LGA	Belmont, City of
LGA	Busselton, Shire of
LGA	Fremantle, City of
LGA	Mandurah, City of
LGA	Melville, City of
LGA	Roebourne, Shire of
LGA	Western Australian Local Government Association
RBG	Boating Industry Association of Western Australia Inc
RBG	Boating Western Australia Inc
RBG	Jet Sport West Boating Association
RBG	Recfishwest
RBG	WA Council of the Australian Power Boat Association
RBG	West Australian Water Ski Association Inc
RBG	Yachting Association of Western Australia
RBG & SG	Main Assessment Committee
RBG & SG	State Boating Council
SG	Department of Conservation and Land Management
SG	Department for Planning and Infrastructure - New Coastal Assets
SG	Department for Planning and Infrastructure - Regional
SG	Fire and Emergency Services Authority - Volunteer Marine Rescue Services
SG	Swan River Trust
SG	Western Australian Tourism Commission

LGA - Local Government Authority

RBG - Recreational Boating Group

SG - State Government

The Town of Bassendean, the City of Fremantle, Jet Sport West Boating Association and the WA Council of the Australian Power Boat Association were unable to attend.



7.7 Public comments received

Written submissions were received from the following organisations:

Boating Western Australia Inc

Broome, Shire of

Department of Sport and Recreation

Derby-West Kimberley, Shire of

East Fremantle, Town of

Fire and Emergency Services Authority - Volunteer Marine Rescue Services

Mandurah, City of

Recfishwest

Rockingham, City of

Stirling, City of