



**Date:** 10 June 2022

**To:** Shire President  
All Councillors

**Copy:** Directors  
Managers  
Staff

## **SPECIAL COUNCIL MEETING NOTICE AND AGENDA**

A Special Council meeting of the Shire of Waroona will be held in the Council Chamber at 4.00 pm Tuesday 14 June 2022 to consider and resolve the matters set out in the attached Agenda.

A handwritten signature in blue ink, appearing to be "MG", is positioned above the name of the Chief Executive Officer.

**MARK GOODLET  
CHIEF EXECUTIVE OFFICER**

## **PUBLIC QUESTION TIME**

1. The order of business allows for a Public Question time at the beginning of the Meeting.
2. If you wish to ask a Question about an Agenda Item before it is considered then it is recommended to be made at the Public Question Time at Item 4 on the Agenda Notice Paper in accordance with Council's Procedures and Guidelines for Public Question Time.
3. The visual or vocal recording of Council meeting proceedings is expressly prohibited unless the prior approval of the Council has been given.

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**AGENDA**

1. **DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS**
2. **ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE**
3. **PUBLIC QUESTION TIME**
4. **DISCLOSURES OF INTEREST**

(Disclosure of interest **MUST ALSO** be made by the member or officer immediately prior to a matter, for which an interest is being disclosed, is dealt with.)

5. **REPORTS OF THE CHIEF EXECUTIVE OFFICER AND OFFICERS**
- 5.1 **CHIEF EXECUTIVE OFFICER**

<b>5.1.1 Lake Navarino Master Plan</b>	
<b>File Ref:</b>	149/1
<b>Previous Items:</b>	Nil
<b>Applicant:</b>	Shire of Waroona
<b>Author and Title:</b>	Mark Goodlet, Chief Executive Officer
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Absolute Majority
<b>Appendix Number</b>	

**RECOMMENDATION**

That Council:

1. **Agrees to enter into a Lake Navarino – Recreation Master Plan and Business Case Project Execution Strategy (Strategy) with Peel Development Commission and the Department of Biodiversity, Conservation and Attractions;**
2. **Agrees to contribute \$5,000 to the Strategy in item 1; and**
3. **Amends the 2021/2022 adopted budget as per the below;**
  - a. **Increase expenditure account 125720 by \$5,000 to contribute to Lake Navarino Master Plan; and**
  - b. **Reduce expenditure account 143140 by \$5,000 to allow for the above expenditure.**

**IN BRIEF**

- Lake Navarino has strategic significance to the Shire of Waroona as a tourist destination.
- The land surrounding Lake Navarino is due to become vested to the Department of Biodiversity, Conservation and Attractions.
- Peel Development Commission has offered \$30,000 and the Department of Biodiversity, Conservation and Attractions has offered \$5,000 and in-kind support to development of master plan and business case for the Lake Navarino area to become a recreational camping area.

- This report recommends a \$5,000 contribution from the Shire given the potential direct and broader economic benefit and its alignment with the strategic aims of the Shire.

## **BACKGROUND**

The Department of Biodiversity, Conservation and Attractions (DBCA) has advised that they are about to be vested the Crown land surrounding Lake Navarino. This represents an opportunity for the Shire to see this land managed as a tourist and community asset, including camping, as was once available to this area.

Presently, no budget exists within DBCA to manage this land, or to upgrade the visitor use of the site to recreation and camping. In order to consider recreation and camping a master plan and business case needs to be developed to understand the opportunities and costs associated with this. This information can then be used for State Government budget submissions.

## **REPORT DETAIL**

Peel Development Commission have offered assistance financially and professionally, given the economic benefit that development of the Lake Navarino area may bring.

A draft Lake Navarino Rec Master Plan and Business Case Project Execution Strategy (PES) has been prepared as an agreement between the Peel Development Commission, the Department of Biodiversity, Conservation and Attractions and the Shire of Waroona, to undertake the project.

The PES contains the following elements.

*Lake Navarino (Waroona Dam) is a popular aquatic attraction for water sports, fishing, bushwalkers, campers, 4x4 and offroad users. During Covid-19 informal and unregulated use of the lakeside areas has created conflicts and anti-social behaviour. Following many years of uncertain land tenure, significant portions of the lakeside land are to be added to the DBCA estate. The time is now right to commence recreation master planning to inform a business case for Government's consideration for significant capital investment in improving the visitor experience and amenity of the area.*

*The purpose of this project is to secure professional and competent consultancy services to conduct recreation and development master planning in accordance with DBCA standard procedures and to use that information to inform a subsequent business case for the future activation and development of the area, including potential support services in the district.*

*It is proposed that the funding will be allocated to DBCA to prepare a suitable scope to conduct the recreation and development master planning and to convert this information into a subsequent business case in accordance with standard State Government guidelines and templates.*

### *Purpose and Scope*

*The purpose of this project is to secure professional and competent consultancy services to conduct recreation and development master planning in accordance with DBCA standard procedures and to use that information to inform a subsequent business case for the future activation and development of the area, including potential support services in the District.*

*It is proposed that the funding will be allocated to DBCA to prepare a suitable scope and Request for Quote (RFQ) for a consultant to conduct a 2 stage project comprising a Recreation and Development Master Planning and a subsequent Business Case in accordance with standard State Government guidelines and templates.*

*The Request for Quote (RFQ) will include both stages 1 and 2 , but incorporate a clear discretionary clause that requires the agreement of DBCA, PDC and SOW prior to commencement of Stage 2.*

#### *Master Planning*

*Prepare a Recreation and Development Master Plan which includes an analysis and stakeholder engagement process to identify the development opportunities, recreational demand, demographics, user types and visitor number expectations, surrounding services, spatial and analysis to inform the master plan and ensure that it fits with local, regional and state priorities.*

- *Why Lake Navarino? Outline why the development has the potential for a unique lakeside mixed tourism development site which when fully developed will be a significant DBCA, Shire and Peel tourism destination.*
- *In a competitive funding environment, how, why or is Lake Navarino attractive to the private sector? E.g. Outline the advantages of scale, location, unique heritage and history, natural environment and easy accessibility by a significant recreational and tourism market.*
- *Determine stages to implement essential infrastructure requirements, economic, tourism, trails, adventure tourism, investment, employment, commercial outcomes and social benefits modelling for Lake Navarino and potential employment and commercial development benefits and opportunities within the surrounding Shire.*
- *Critical review of the Recreation and Development Master Plan by the DBCA, PDC and the Shire of Waroona.*

#### *Business Case*

*Confirm scope and internal/external services to bring all findings together and build on the Recreation and Development Master Planning. Business case to include as a minimum:*

- *Demand outline (from needs analysis in masterplan)*
- *Development options analysis and assessment*
- *Preferred option scoping*
- *Project governance, including proponent and key joint venture partner identification*
- *Project risk analysis*
- *A range of operating models, including private industry.*
- *Cost benefit analysis (including multiplier economic benefits).*

#### *Key Project Stakeholder*

*The PDC is a key project stakeholder as funder of up to~ 80 per cent of the project. The PDC point of contact will be Adrian Parker and roles and responsibilities include:*

- *Member of and contribution to the Project Reference Group*
- *Keep the PDC CEO regularly informed of project progress and financial management*
- *Acquittal of the PDC's financial contribution to the project, following supply of Acquittal Report from DBCA.*

*The SoW is an additional project stakeholder as funder of up to ~12.5 per cent of the project (\$5,000). The SoW point of contact will be Mark Goodlet and roles and responsibilities include:*

- *Member of and contribution to the Project Reference Group*
- *Keep the Council regularly informed of project progress and financial management*

- *Acquittal of the SoW's financial contribution to the project, following supply of Acquittal Report from SoW.*

### **STRATEGIC COMMUNITY PLAN & CORPORATE BUSINESS PLAN**

<b>Focus Area</b>	Our Economy
<b>Aspiration</b>	To create a diverse economy base that supports opportunity and employment
<b>Objective</b>	4.1 Public spaces and infrastructure that are accessible and appropriate for our community, and meet the purpose and needs of multiple users
<b>Strategy</b>	5.1.4 Promote cooperations and collaboration with other organisations to improve efficiencies and regional identity
<b>Action</b>	Partner in development of a Lake Navarino Master Plan and Business Case

### **OTHER STRATEGIC LINKS**

The Shire is currently moving forward with its Town Planning Strategy. In terms of the economic drivers within the escarpment, this project may provide leads as to the tourism development within this area and lead to consideration of applicable land uses.

### **STATUTORY ENVIRONMENT**

Local Government Act 1995

### **SUSTAINABILITY & RISK CONSIDERATIONS**

#### *Economic - (Impact on the Economy of the Shire and Region)*

The development of a business plan will demonstrate economic impacts on the Shire of Waroona should this recreation area be developed.

#### *Social - (Quality of life to community and/or affected landowners)*

In addition to tourism the improvement of management of land surrounding Lake Navarino has the potential to add to its attractiveness for the local community.

#### *Environment – (Impact on environment's sustainability)*

The master planning work will be done through the DBCA and will consider environmental issues.

#### *Policy Implications*

Nil.

#### *Risk Management Implications*

*(Please refer to the Shire of Waroona Risk Framework when reviewing this section)*

<i>Theme</i>	Financial - Projects going over budget, legal costs, insurance claims, overpayments, misuse of resources
<i>Description</i>	The project cost is greater than estimated.
<i>Consequence</i>	2 - Minor
<i>Likelihood</i>	3 - Possible
<i>Rating</i>	Moderate (4-9)

<i>Controls / Review</i>	A signed agreement detailing the Shire's financial commitment will be in place.
<i>Risk Owner</i>	Chief executive officer
<i>Acceptance</i>	Accept - Risk acceptable with adequate controls

## **CONSULTATION**

The Shire has been in stakeholder consultation with the PDC and DBCA in regards to this project. The desire for improved facilities and management of this area has been raised as a community issue on many occasions.

## **RESOURCE IMPLICATIONS**

### *Financial*

PDC funding is up to \$30,000.

DBCA funding is \$5,000 plus in-kind works.

Proposed Shire of Waroona funding is \$5,000.

As the Shire has not yet drawn down on the loan funds required for the Waroona Community Precinct the amount budgeted to pay the first repayment will not be utilised by the end of the financial year. These funds therefore can be repurposed to fund this initiative.

### *Workforce*

The Shire will provide stakeholder input to the project but will not direct the works.

## **OPTIONS**

Council has the option of:

1. Supporting the project with contribution.
2. Supporting the project in principle, without a contribution.
3. Not supporting the project.

## **CONCLUSION**

Support for the PES demonstrates the Shire's commitment to economic development and improved management of the Lake Navarino area. A Master Plan and Business Case is a first step in this journey and is recommended for support of the Shire.



**6. MEETING CLOSED TO THE PUBLIC****RECOMMENDATION**

That Council proceeds behind closed doors as per Section 5.2.3(2) of the Local Government Act for the purpose of considering Confidential Item 6.1.

<b>6.1. Confidential Item – Waroona Land Matters</b>	
<b>File Ref:</b>	36/1
<b>Previous Items:</b>	Item 16.1, 14 December 2021 OCM21/12/209 & Item 16.1, 22 March 2022 OCM22/03/034
<b>Applicant:</b>	N/A
<b>Author and Title:</b>	Mark Goodlet, Chief Executive Officer
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Absolute Majority
<b>Appendix Number</b>	Confidential Appendices 6.1 A, 6.1 B, 6.1 C, 6.1 D, 6.1 E

**7. CLOSURE OF MEETING**