

APPLICATION FOR FUNDING

Recreational Boating Facilities Fund

The Recreational Boating Facilities Fund has been set up under the Harbors and Navigation Act 1993 (SA), Regulation 175, with the aim of establishing, maintaining and improving recreational boating facilities throughout South Australia.

The primary purpose of the fund is to encourage the expansion and improvement of boating facilities for recreational boating users by making funding available to local councils and established community organisations that are endeavouring to establish and operate such facilities.

The fund is sourced by an annual levy on registered powered vessels which is collected and administered by the Department for Transport, Energy and Infrastructure. The fund is not intended for use in cases of major marina developments which seek government infrastructure support beyond the means of the boating levy. The levy fund is expected to be supplemented by government funding.

The Minister for Transport has vested the SA Boating Facility Advisory Committee with the responsibility for assessing applications for the funding of recreational boating projects in accordance with the Harbors & Navigation Act. Each project will be assessed on its merits within a framework of established strategic guidelines, with funding allocated on a proportional basis. In special circumstances the Advisory Committee may recommend a more substantial allocation in order to get a particular project under way and may also require in these situations that the proponent refund a proportional amount within a reasonable time.

If a project is assessed as suitable for support within the established strategic guidelines, the Advisory Committee will make a recommendation to the Minister for Transport. Final approval of funding support will be given only by the Minister. Proponents should note that the provision of capital funding for any proportion of the total cost in no way transfers responsibility for the project and its subsequent maintenance and operation from the proponent to the Department for Transport, Energy and Infrastructure.

To minimise the cost to applicants, all applications are to be submitted in two stages: Stage 1—Preliminary Appraisal, and Stage II—Application for Approval. Minor projects may be approved at the preliminary appraisal stage but the majority of projects will require completion of the application for approval.

A detailed explanation of the information needed at each stage is set out on the following pages.

THE COMPLETED STAGE I—PRELIMINARY APPRAISAL FORM IS TO BE RETURNED WITH ALL SUPPORTING DOCUMENTATION TO:

**The Executive Officer, SA Boating Facility Advisory Committee
Department for Transport, Energy and Infrastructure, PO Box 1, Walkerville SA 5081.**

The SA Boating Facility Advisory Committee will consider requests for funding from local councils and established community organisations for boating facility proposals provided that the proposed projects meet the following criteria, and the required information is submitted with the completed application forms.

General Development Criteria

- Distribution of facility usage
- State wide needs
- Community involvement
- Project approval criteria:
 - development approval
 - engineering assessment
 - detailed cost estimates
 - facility usage estimate
 - future maintenance responsibility
- Funding distribution/ local support.

The following information should be lodged in support of any application for funding of a facility from the Recreational Boating Facilities Fund.

Stage I

- Description of the project, including location and plans
- Budget estimate & expected funding sources
- Estimate of usage (number of vessels per year)
- Evidence of community support for the project
- Preparation of an operating and maintenance strategy
- Agreement by proponent (or others) to accept responsibility for ongoing maintenance

Stage II

- Evidence of consultation with local interest groups
- Evidence of development approval
- Full engineering assessment report, including working drawings if major structures are involved (responsibility for design and documentation rests with the proponent)
- Detailed estimate of capital and recurring costs & proposed funding sources
- Schedule of works

STAGE I - PRELIMINARY APPRAISAL**Description of the project**

This should identify the following:

type of facility proposed for the site,
e.g.:

- safe boating haven (harbour)
- boat ramp and breakwater
- regional ramp
- local ramp
- temporary ramp
- repair of an existing facility
- upgrade of an existing facility

type of craft likely to use the facility:

- size
- purpose

users:

- numbers
- local residents, regional visitors or tourists

Project plan, including location and details of work

Sketch plans of the project are to identify the land upon which the facility is proposed, including the allotment number, the hundred and section or part-section number, and the certificate of title, volume and folio number if possible.

The sketch plans should identify access roads and traffic circulation paths, proximity of major roads, the boat ramp and associated areas for pre-launch preparation or rigging, wash down areas, car and trailer parking preferably secured. Public amenities may need to be provided—such as site

lighting, toilets, picnic areas, fish cleaning tables and rubbish collection points—should also be noted.

Budget cost estimate

As funding for any approved application is likely to be on a proportional basis, it is important to include an approximate cost estimate for the facility. This estimate should be accurate to within 20%, and it is suggested that the proponent seek advice from local contractors when preparing the estimate. Include expected funding sources for the facility development.

Facility usage estimate
(vessels per year)

An estimate of the use of the facility is important to gauge community demand. The estimate should include as a minimum:

actual annual numbers of recreational vessels that use the facility (if existing)

anticipated number of recreational vessels that would use the facility (if new)

anticipated number of recreational vessels that would use an upgraded facility (if existing)

anticipated number of commercial vessels, including support vessels, that use the facility

the peak boating period (months).

Evidence of community support for the project

Where the proponent is the local council, the Advisory Committee requires evidence of community support for the proposed facility. Such evidence may be presented as minutes of a community meeting supporting the application.

Preparation of an operating and maintenance strategy

The proponent of the facility is to be totally responsible for its operation and maintenance. An operating and maintenance strategy is to be prepared by the proponent and submitted with the application. In addition to measures for the ongoing maintenance of the facility, this strategy shall identify whether launching fees are to be charged and how such fees are to be used to meet operating and maintenance costs.

Agreement by proponent (or others) to accept responsibility for ongoing maintenance

A condition of any funding is that the proponent (or others) accept financial responsibility for the on-going maintenance of the facility. The application must be accompanied by a letter from the local council, or other parties, providing an undertaking to manage the facility and meet the costs associated with its management and ongoing maintenance.

The Advisory Committee may, in special circumstances, consider applications for funding of maintenance and repair works due to storm damage or alterations to river flows caused by natural events beyond the control of the facility operator.

STAGE II - APPLICATION FOR APPROVAL

Evidence of consultation with local interests

Evidence of community consultation enables the Advisory Committee to evaluate community reaction to the proposed development and support for the application by local community and interest groups.

Development (planning) approvals

All development within South Australia is controlled by the provisions of the Development Act (SA) 1993 and may also be subject to evaluation by the Environment Protection Authority pursuant to the Regulations under the Environment Protection Act 1994.

Generally, the types of boat launching facilities described in the guidelines will require Development Approval. The relevant authority for granting this approval may be either the local council or the Development Assessment Commission, depending on the nature and location of the facility. It is recommended that proponents discuss their proposal with the local council in the first instance.

In undertaking its assessment, the relevant authority may be required to refer the proposal to a prescribed body, including the Coast Protection Board and the Environment Protection Authority.

Full engineering report

Responsibility for the design of the project rests with the proponent. It is therefore suggested that the design be assessed by a qualified engineer, who should review design standards adopted for the facility, the materials to be used in its construction, the provision of adequate space for the various elements of the facility in respect of its anticipated use, the management of services including lighting, rubbish collection and removal, and sanitation.

Engineering and planning consideration may also be given to the proposal for the facility as:

meeting an identified demand

providing efficient, easy and safe access for families

located near accommodation, where feasible and desirable

providing an all-weather facility, if necessary

minimising maintenance costs

including appropriate safety and regulatory signage.

A copy of the engineering assessment is to be attached to the application.

Detailed cost estimate

(capital and recurring)

A detailed cost estimate for the proposed facility including estimates for capital costs (construction), within an accuracy of $\pm 10\%$, and recurring costs (maintenance and services) should be attached to the application. Where the construction period will exceed one year, a breakdown of the annual costs and estimated period of construction should be provided.

INCLUDE A PROPOSED FUNDING SOURCES PLAN.

If a launching fee is to be charged, the revenue raised is to be included in the estimates for recurring costs.

Schedule of works

A programme for the development of the facility is to be included with the application.

Payment will not exceed the agreed amount approved and will be made on the actual costs incurred based on detailed claims.

Note:

It is the intention of the SA Boating Facility Advisory Committee to recommend that levy funding should apply to facilities required for recreational boating only. It is not the intention of the Advisory Committee to fund the various supplementary facilities associated with boating facility developments; such as landscaping etc.

PRELIMINARY APPRAISAL

Please use **BLOCK LETTERS** and black or blue ink so that photocopies can be made of your application.

Title of proposal _____

Applicant _____

Postal Address _____

Owner _____

Postal Address _____

Contact person for further information *(if required)*

Name _____

Telephone (work) _____ (a/h) _____

Facsimile (work) _____ (a/h) _____

Description of proposed development *(attach plans of proposed facility)*

Location of proposed development:

Street no./Lot no. _____ Street _____ Town/suburb _____

Section no. (full/part) _____ Hundred _____ Volume _____ Folio _____

Is this application for a new facility or for improvements to an existing facility? *(tick box)*

New Existing

Budget estimate \$ _____

Facility usage estimate

No. of vessel launchings/retrievals per year _____

Peak no. of vessel launchings/retrievals per day _____

Peak boating period (months) _____

Evidence of community support for the project *(attach documentation)*

Operating and maintenance strategy *(attach documentation)*

Agreement by proponent (or others) to accept responsibility for ongoing maintenance

(attach documentation)

Signed _____ Title _____ Date _____

For office use only

Ref: No: _____/_____

Project appraisal accepted Yes No

Summary of action required _____

Date of written response to proponent

Action completed Yes No

Date _____

APPLICATION FOR APPROVAL

Please use **BLOCK LETTERS** and black or blue ink so that photocopies can be made of your application.

Title of proposal**Contact person for further information** (if different from Stage I)

Name _____

Address _____

Telephone (work) _____ (a/h) _____

Facsimile (work) _____ (a/h) _____

Evidence of consultation with local interests (attach documentation)

Evidence of development or planning approvals (attach Development Assessment Commission approval if required)

Engineering assessment report (attach working drawings if major structures are involved)

Detailed estimate of capital and recurring costs (attach documentation)

Schedule of works (attach documentation)

Signed _____ Title _____ Date _____

For office use only

Ref: No: _____/_____ Project approval accepted Yes No

Summary of action required _____

Date of written response to proponent _____

Recommendation for funding made to Minister (date) _____

Amount of funding recommended \$ _____

Funding approved Yes No

Date _____